PALMDALE
a place to call home

CITY COUNCIL
SUCCESSOR AGENCY
CITY COUNCIL CHAMBERS
38300 SIERRA HIGHWAY
SUITE B
PALMDALE, CA 93550
WEDNESDAY, JULY 10, 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. **PRESENTATION**

   4.1 AV EDGE Update.

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 May 2024.

SR Investment Report MAY 2024.docx
Rpt. City & Sucessor Monthly Investment Activity Report May 2024.pdf

6.3 Approve First Amendment with Tripepi Smith & Associates, Inc., for comprehensive media, telecommunications, social media, community outreach, and all related or essential communications services to increase the amount by $2,458,000, for a total not to exceed amount of $2,938,000 for a term of two years with the option to extend the agreement for two additional one-year terms, after the initial 365-day term.

SR Agrmt No. A-8626 First Amendment with Tripepi Smith.docx
Agrmt No. A-8626 First Amendment with Tripepi Smith.pdf

Agrmt No. A-8626 with Tripepi Smith.pdf
Exhibit A Agrmt No. A-8626 Tripepi Smith Proposal.pdf

6.4 Approve Agreement No. A-8891 with the Los Angeles County Department of Animal Care and Control to provide general animal services for a term of five years.
SR Agrmt No. A-8891 with Los Angeles County Department of Animal Care and Control.docx
Agrmt No. A-8891 with the Los Angeles County Department of Animal Care and Control.pdf
Exh A Scope of Services.pdf

6.5 Approve Fourth Amendment to Agreement with RSG, Inc., for financial analysis services to increase the agreement by $60,000 for a not to exceed amount of $160,000 for the remainder of the term through 2026.
SR Agrmt No A-7196 Fourth Amendment with RSG.docx
Agrmt No. A-7196 Fourth Amendment with RSG, Inc.pdf
Agrmt No. A-7196 Third Amendment with RSG, Inc.pdf
Agrmt No. A-7196 Second Amendment with RSG, Inc.pdf
Agrmt No. A-7196 First Amendment with RSG, Inc.pdf
Agrmt No. A-7196 with RSG, Inc.pdf

6.6 Approve Consultant Agreement with Land Reports Company, Rick (Frederick) Jones, for Acting City Land Surveyor and plan check services in the amount of $200,000 for a term of one year.
SR Agrmt No. A-8895 with Land Reports Company.docx
Agrmt No. A-8895 with Land Reports Company.pdf

6.7 Notice of Completion - Accept public sewer improvements for Copart located at 42425 40th Street East.
SR NOC 20-09.docx
NOC 20-09.pdf
Exh A List of Completed Public Improvements 20-09.pdf
Exh B Site Map Location 20-09.pdf
Exh C Aerial Site Map 20-09.pdf

6.8 Notice of Completion - Accept public sewer and drainage improvements for Tract 73068 located at Palmdale Boulevard & Oak Street.
SR NOC 21-31.docx
NOC 21-31.pdf
Exh A List of Completed Public Improvements 21-31.pdf
Exh B Site Map Location 21-31.pdf
Exh C Aerial Site Map 21-31.pdf

6.9 Adopt Resolution No. CC 2024-061, a Resolution of the City Council of the City of Palmdale adopting the Joint Resolution of the Board of Supervisors of the County

of Los Angeles, acting on behalf of the County and other entities, the Board of Directors of the Antelope Valley Cemetery District, the Board of Trustees of the Antelope Valley Mosquito and Vector Control District, the Board of Directors of County Sanitation District No. 20 of Los Angeles County, the Board of Directors of the Antelope Valley Resource Conservation District, the City of Palmdale, and the Board of Directors of the Antelope Valley-East Kern Water Agency approving and accepting negotiated exchange of property tax revenues resulting from Annexation 40-157 (34-46), Local Agency Formation Commission Designation 2023-01, to the Los Angeles County Waterworks District No. 40, Antelope Valley.

SR Reso. No. CC 2024-061.docx
Reso. No. CC 2024-061.docx
Atch 1 LA County Waterworks Transmittal Letter, Annex 40-157.pdf
LA County Joint Reso. for Annexation No. 40-157.pdf
Tax Sharing Worksheet.pdf
Annexation Map No. 2023-01.pdf

6.10 Approve the minutes from the previous meeting.

Minutes 06 26 2024.pdf

7. PUBLIC HEARING

7.1 Adopt Resolution No. CC 2024-034, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025 for the City of Palmdale Drainage Benefit Assessment District No. 1 and No. 2006-02.

SR Reso. No. CC 2024-034.docx
Reso. No. CC 2024-034.docx
Rpt. Fiscal Year 2024-25 Engineer's Report; Drainage Benefit Assessment Districts.pdf

7.2 Adopt Resolution No. CC 2024-037, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement Districts, and Streetlight Maintenance Assessment Districts and Annexations.

SR Reso. No. CC 2024-037.docx
Reso. No. CC 2024-037.docx
Rpt. Fiscal Year 2024-25 Combined Engineer's Report; Landscape Maintenance Assessment Districts and Annexations.pdf
Rpt. Fiscal Year 2024-25 Engineer's Report; Park Maintenance and Recreation Improvement District.pdf
Rpt. Fiscal Year 2024-25 Engineer's Report; Streetlight Maintenance Assessment District and Annexations.pdf

7.3 Adopt Resolution No. CC 2024-038, a Resolution of the City Council of the City of Palmdale updating the Sewer Collection Service Charge for the operation and maintenance of the Palmdale sewer collection system for Fiscal Year 2024-2025.
SR Reso. No. CC 2024-038.docx
Reso. No. CC 2024-038.docx
Rpt. Fiscal Year 2024-25 Sewer Fee Report for Sewer Collection Service Charge.pdf

8. APPOINTMENTS

8.1 Approve Planning Commission Reappointments for Districts 1, 3, and 4.
SR PC Reappointments.docx

8.2 Approve Appointment to The Palmdale Aerospace Academy Board of Directors.
SR TPAA Appointment.docx

9. NEW BUSINESS

9.1 Adopt Resolution No. CC 2024-065, A Resolution of the City Council of the City of Palmdale approving the Parks and Recreation Master Plan.
SR Parks And Recreation Master Plan.docx
Reso. No. CC 2024-065.docx
Exh A Parks and Recreation Master Plan.pdf
PPT Parks and Recreation Master Plan Presentation.pptx

9.2 Adopt Resolution No. CC 2024-070, a Resolution of the City Council of the City of Palmdale ordering that an Ordinance be submitted to the voters at the General Municipal Election to be held on November 5, 2024, approving enacting an amendment to the City's Transactions and Use Tax, directing the City Attorney to prepare an Impartial Analysis of the Measure, setting priorities for filing a Written Argument relating to the Ballot Measure, and providing for Rebuttal Arguments relating to the Ballot Measure.
SR Reso. No. CC 2024-070.docx
Reso. No. CC 2024-070.docx
Atch 1 Reso. No. CC 2024-070.docx

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 071024 Bishop.docx

Monthly Informational Report 071024 Loa.docx
Montly Informational Report 071024 Bettencourt.docx
Monthly Informational Report 071024 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 July 17, 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.

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **RECEIVE AND FILE THE MONTHLY INVESTMENT ACTIVITY REPORTS FOR MAY 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 May 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 May, the City's invested portfolio totaled $339,156,874, an increase of $4,608,813 from the previous month and an increase of $33,745,526 compared to last year. The monthly increase resulted from a new investment purchase made during the month and from interest earned from the California Asset Management Program (CAMP) and UBS Financial Services.

The par value of Successor Agency's portfolio as of May was $9,192,523. The balance decreased by $2,646 from last month due to operational 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

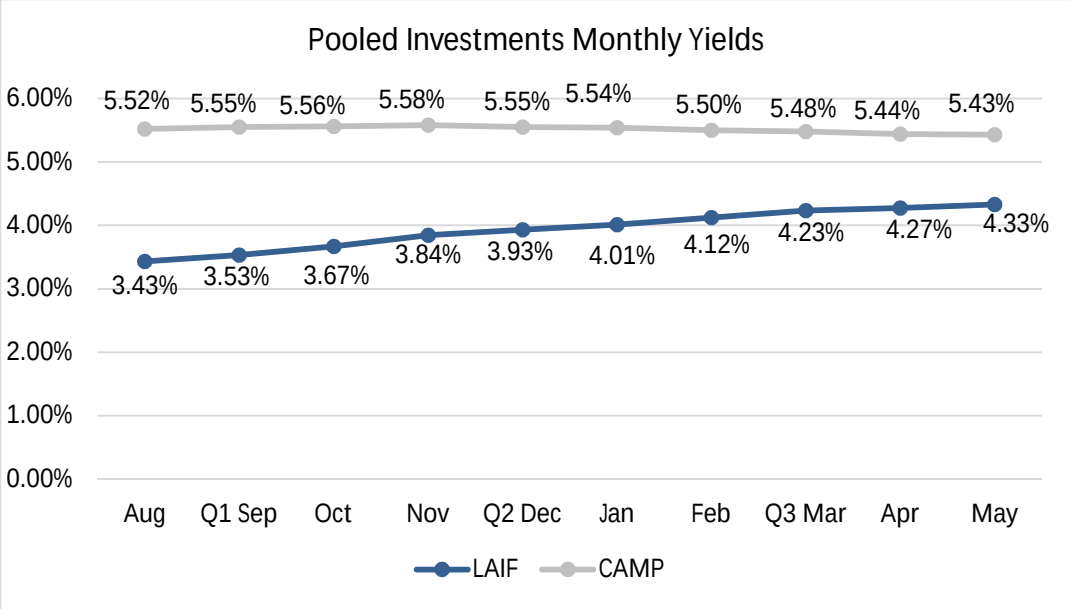
One core approach the Finance Division focuses on is providing liquidity to meet the City and Successor Agency's operational requirements. Thus, the Finance Division invests in two pooled funds, LAIF and CAMP. These are intended for daily operational activities and can be used during economic uncertainties 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 May was $122,620,641, an increase of $1,270,999 from the prior month due to transferred funds into LAIF.

The Successor Agency's LAIF balance at the end of May was $8,150,476, with no changes from the prior month.

The City's CAMP balance at the end of May was $40,788,079, compared to $40,601,253 in April. The increase is due to interest earned during the month.

The interest rates presented are the most current rates available as of the date of this report. As of May 31, 2024, the interest rates for LAIF and CAMP investments were at 4.332 percent and 5.43 percent, respectively. By comparison, the LAIF and CAMP interest rates at the end of April were 4.272 percent and 5.44 percent. This time last year, LAIF and CAMP rates were at 2.993 percent and 5.16, respectively.



The chart above shows the LAIF and CAMP average monthly yields from August 2023 through May 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 May 31, 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 May 31, 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 May 2024

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 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
08-27-20	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
05-03-24	05-01-28	CITY	3133ERCX7 Federal Farm Credit	5.17	5,000,000.00	5,000,000.00	5,000,000.00
			TOTAL GOVERNMENT AGENCY PAPER		$ 116,725,000.00	$ 115,020,168.08	$ 108,737,670.75

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 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	64,822,736.10	64,822,736.10	64,822,736.10
06/23/08	n/a	PCA	40-19-060	0.78	40,813,243.36	40,813,243.36	40,813,243.36
	n/a	ARPA	19-19-004	0.78	16,984,661.37	16,984,661.37	16,984,661.37
			TOTAL LAIF ACCOUNTS		$ 122,620,640.83	$ 122,620,640.83	$ 122,620,640.83
CAMP- CALIFORNIA ASSET MANAGEMENT PROGRAM							
6080-01	n/a	CITY	6080-01	0.30	40,788,078.83	40,788,078.83	40,788,078.83
			TOTAL CAMP ACCOUNTS		$ 40,788,078.83	$ 40,788,078.83	$ 40,788,078.83
UBS FINANCIAL SERVICES							
n/a	n/a	CITY		0.00	727,019.18	727,019.18	727,019.18
			TOTAL UBS FINANCIAL SERVICES ACCOUNTS		$ 727,019.18	$ 727,019.18	$ 727,019.18
			TOTAL CITY INVESTMENTS		$ 349,780,738.84	$ 348,649,259.13	$ 339,156,873.76

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 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			115.02
05-10-95	n/a	IMPROVEMENT	95421222	0.10			167,170.34
			TOTAL SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1				$ 167,285.36
BOND PROCEEDS							
RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
04-06-95	n/a	RESERVE-SEN	95420880	n/a			0.00
04-06-95	n/a	IMPV-ACQUI	95420884	0.01			2,782,543.72
04-06-95	n/a	BOND	95420887	0.15			0.15
			TOTAL RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1				$ 2,782,543.87
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			1,447,045.05
08-01-19	n/a	SP TAX - REFNDING BOND	242969004	0.01			15,150.83
			TOTAL ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1				$ 1,462,197.27
			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			16,104.69
	n/a	RESERVE FUND	251009001	0.01			646,644.38
			TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021				$ 662,749.07

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 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			45,190.21
11-08-06	n/a	ADM EXP	106844002	0.01			1,720.20
11-08-06	n/a	RESERVE FUND	106844003	0.01			92,112.70
		TOTAL 2006-1 Godde Hill Estate Sewer Improvements LOIB					$ 139,023.11
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			2,979,512.25
		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			40,161.59
		TOTAL 2015 HA DEBT SERVICE RESERVE					$ 40,161.59
PARS RESTRICTED CASH FOR PENSION STABILIZATION TRUST FUND							
05-23-18	n/a	CITY	04790895775 Public Agency Retirement Servi	2.60			9,420,393.44
		TOTAL PARS PENSION TRUST FUND					$ 9,420,393.44
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			193,828.13
09-03-15	n/a	INTEREST ACCT	277067001	0.01			7.06
09-03-15	n/a	BOND RESERVE	277067003	0.00			281,022.00
09-03-15	n/a	REPAIR & REPLACE FUND	277067004	0.00			1,296,742.53
		TOTAL 2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS					$ 1,771,599.72

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 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			0.31
			TOTAL 2017 PFA $17.4M LEASE REVENUE BONDS				$ 0.31
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				2,603,233.11
11-30-23	n/a	REVENUE FUND	248041004				19,445,278.23
11-30-23	n/a	INTEREST	248041007				459,213.34
11-30-23	n/a	REVENUE FUND	248041008				13,700,287.16
			TOTAL 2023 A&B SERIES B ACQUISITION & CONSTRUCTION REV BOND				$ 36,208,018.15
			GRAND TOTAL - FISCAL AGENT CASH				$ 54,970,735.47

SUMMARY OF CASH AND INVESTMENTS
Page 1 of 1

Cash on Hand			$ 10,750,936
Pooled Cash Investments			
City:	$ 336,768,232		
Insur Fund:	$2,388,641		$ 339,156,873
Library Investments			$13,163
Subtotal			$ 349,920,972
City/AD/CFD/PCA/PFA/HA Fiscal Agent Cash			$ 54,970,735
Grand total			$ 404,891,707

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 May 31, 2024.

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2024

CITY OF PALMDALE

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF), CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP), & UBS FINANCIAL SERVICES
May 31, 2024

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - CITY ACCOUNT 98-19-620				
Beginning Balance				$ 54,822,736.10
05-21-24	$ 10,000,000.00			
Subtotal	$ 10,000,000.00	$ -	$ -	$ 64,822,736.10
LAIF - PCA ACCOUNT 40-19-060				
Beginning Balance				$ 42,813,243.36
05-15-24		$ (2,000,000.00)		
Subtotal	$ -	$ (2,000,000.00)	$ -	$ 40,813,243.36
LAIF - LIBRARY ACCOUNT 16-19-012				
Beginning Balance				$ 13,163.47
Subtotal	$ -	$ -	$ -	$ 13,163.47
LAIF - ARPA ACCOUNT 19-19-004				
Beginning Balance				$ 23,713,661.37
05-21-24		$ (6,729,000.00)		
Subtotal	$ -	$ (6,729,000.00)	$ -	$ 16,984,661.37
CAMP				
Beginning Balance				$ 40,601,252.87
05-31-24			$ 186,825.96	
Subtotal	$ -	$ -	$ 186,825.96	$ 40,788,078.83
UBS Financial Services				
Beginning Balance				$ 661,224.39
05-31-24			$ 92,068.73	
05-31-24		$ (26,273.94)		
Subtotal	$ -	$ (26,273.94)	$ 92,068.73	$ 727,019.18
Total	$ 10,000,000.00	$ (8,755,273.94)	$ 278,894.69	$ 164,148,902.31

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2024

CITY OF PALMDALE

POOLED CASH - INVESTMENTS MATURED OR CALLED
May 31, 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)
3133EL2X1 Federal Farm Credit	08-07-20	05-06-24	FP Federal Paper	$ 2,000,000.00	M	$ 4,200.00	$ 2,004,200.00	1,914,808.08	85,191.92
				$ 2,000,000.00		$ 4,200.00	$ 2,004,200.00	$ 1,914,808.08	$85,191.92
Total Number of Transactions:		1							

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2024

POOLED CASH - INVESTMENTS PURCHASED
May 31, 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
3133ERCX7 Federal Farm Credit Bank	05-03-24	05-01-28	$ 5,000,000.00	-	$ 5,000,000.00	$ 4,308.33	$ 5,004,308.33	5.17%
			$ 5,000,000.00	$ -	$ 5,000,000.00	$ 4,308.33	$ 5,004,308.33	

Total Number of Transactions: 1

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
May 31, 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	536,417.54	
08-20-02	n/a	Interest Acct	94460701	0.04	18,184.49	
08-20-02	n/a	Principal Acct	94460702	0.04	130.17	
TOTAL CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						$ 554,732.20
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						$554,734

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand	$	487,312
Pooled Cash Investments	$	8,150,477
Successor Agency Fiscal Agent Cash	$	554,734
Grand total	$	9,192,523

* The interest rate quoted on LAIF and Fiscal Agent/Trustee accounts is the most current rate available. LAIF interest rates are as of May 31, 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)
May 31, 2024

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - SA ACCOUNT 65-19-035				
Beginning Balance				$ 8,150,476.51
Subtotal	$ -	$ -	$ -	$ 8,150,476.51

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
COMMUNICATIONS DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE FIRST AMENDMENT TO AGREEMENT WITH TRIPEPI SMITH & ASSOCIATES, INC., FOR COMPREHENSIVE MEDIA, TELECOMMUNICATIONS, SOCIAL MEDIA, COMMUNITY OUTREACH, AND ALL RELATED OR ESSENTIAL COMMUNICATION SERVICES TO INCREASE THE AMOUNT BY $2,458,000 FOR A TOTAL NOT TO EXCEED AMOUNT OF $2,938,000 FOR A TERM OF TWO YEARS WITH THE OPTION TO EXTEND FOR TWO ADDITIONAL ONE-YEAR TERMS, AFTER THE INITIAL 365-DAY TERM**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve First Amendment to Agreement No. A-8626 with Tripepi Smith & Associates, Inc. (Tripepi Smith) for comprehensive media, telecommunications, social media, community outreach, and all related or essential communication services to increase the amount by $2,458,000 for a total not to exceed amount of $2,938,000 for a term of two years with the option to extend for two additional one-year terms, after the initial 365-day term; and,

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

BACKGROUND

On November 16, 2023, the City Council approved contracting Tripepi Smith for comprehensive media, communication, and public outreach services deemed necessary for municipal communications. Based on their performance, staff is requesting additional funding and extending the terms of the agreement to continue utilizing Tripepi Smith's competent and competitive services.

The City of Palmdale, a chartered city, has full authority to conduct business and governance municipal affairs to benefit the City and its residents. Sections 100, 101, 102, and 302 of the City Charter, as supported by Palmdale Municipal Code Section 3.08.140, including but not limited to section 3.08.140(A) and California Government Code Sections 4529.10 and 53060, expressly empower the City Council to hire professional and special services, as determined exclusively by the City executives, including the Director of Finance as incorporated into the Director of Operations, based on demonstrated skills experience and abilities absent any solicitation or request for proposals.

DISCUSSION

Tripepi Smith has over 20 years of specialized experience working with over 100 municipalities and over 200 local governments across California. This focused expertise in municipal government is uniquely valuable and provides City staff with a team of experts available to support the City's communication needs and priorities.

With its multifaceted communications capabilities and local government expertise, Tripepi Smith has been instrumental in increasing output, enhancing digital presence, expanding communications, and reinvigorating community engagement efforts. By continuing this partnership, the City can deliver a high volume of effective communications that improves public engagement without straining internal staff or hindering ongoing strategic priorities.

Since November 2023, Tripepi Smith has:

- Hosted strategic meetings with all directors to execute marketing and communications for all departments.
- Produced 165+ writing projects (including press releases, talking points, scripts, newsletters and more), 3,350+ social media posts on all accounts (includes main City, Parks and Recreation, Amphitheater, Playhouse, and DryTown platforms), 30+ videos, 50+ digital newsletters (includes bi-weekly City eNews, event e-blasts, Parks and Recreation monthly newsletter, DryTown, Summer Concert Series) and 250+ unique digital and print graphic designs.
- Provided photo, video, and social media event coverage for 30+ City or City-hosted events.
- Produced and broadcasted live at all City Council and Planning Commission meetings.
- Improved social media audience growth across all platforms, focusing on relevant and timely content for residents.
- Managed the content and design production of the quarterly Palmdale Magazine.
- Refreshed the City website to increase user interface and accessibility and updated content across the website to ensure accuracy.
- Supported major community outreach events with full marketing campaigns such as the Summer Concert Series, feasibility surveys, city events, aquatics, public safety, and more.

- Provided executive-level strategic crisis communications and media support.

FISCAL IMPACT

$2,458,000**;** $58,000 will fund the remaining cost for Fiscal Year 2023/2024; and $1,200,000 is the anticipated annual cost for Fiscal Year 2024/2025. Funds are available in account 10117001-721960. Please note that the amount mentioned is not guaranteed. Fees will be paid only for the services rendered. Funds for subsequent years will be requested through the annual budget process.

STRATEGIC PLAN

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

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

Prepared by:	Andrea Navarrette, Community Compliance 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

ATTACHMENTS

Agrmt No. A-8626 First Amendment with Tripepi Smith
Agrmt No. A-8626 with Tripepi Smith
Exh A Agrmt No. A-8626 Tripepi Smith Proposal

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

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

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

Refer to Exhibit A, Item 1 attached.

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

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

NOW THEREFORE, the parties agree as follows:

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

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

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

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

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

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

CITY OF PALMDALE:

SIGNATURE AREA

Ronda Perez
City Manager

SIGNATURE AREA

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

APPROVE AS TO FORM:

SIGNATURE AREA

William P. Curley, III
City Attorney

ATTEST:

SIGNATURE AREA

Roxanne Faber
City Clerk

TRIPEPI SMITH & ASSOCIATES, INC.:

SIGNATURE AREA

Ryder Todd Smith
President

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

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

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

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

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

RECITALS

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

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

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

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

Refer to Exhibit A, Item 1 attached.

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

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

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

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

2 CITY PROJECT MANAGER

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

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

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

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

4 COMMENCEMENT AND COMPLETION OF WORK

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

5 TAXES

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

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

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

6 PATENT FEES AND ROYALTIES

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

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

7 STANDARDS OF PERFORMANCE

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

8 CONSULTANT'S PERSONNEL

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

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

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

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

9 COMPENSATION

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

Refer to Exhibit A, Item 1 attached.

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

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

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

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

10 INDEMNIFICATION

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

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

11 INSURANCE

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

11.1.1 Workers’ Compensation and Employer’s Liability

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

11.1.2 Professional Liability (Errors & Omissions) Insurance*

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

11.1.3 Commercial General Liability

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

11.1.4 Commercial Automobile Liability

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

11.1.5 Cyber Liability*

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

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

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

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

B. “Severability of Interest” clause.

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

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

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

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

11.8 Acceptable Proof of Insurance:

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

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

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

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

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

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

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

12 TERMINATION WITHOUT CAUSE

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

13 TERMINATION FOR CAUSE

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

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

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

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

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

14 DISPUTE RESOLUTION

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

15 OWNERSHIP OF DOCUMENTS

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

16 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

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

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

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

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

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

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

17 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

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

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

18 FINANCIAL INTEREST CERTIFICATION

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

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

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

19 CONFLICT OF INTEREST

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

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

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

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

20 COMPLIANCE WITH LAW

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

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

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

21 NOTICES

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

22 ENTIRE CONTRACT AND AMENDMENTS

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

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

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

23 ATTORNEY'S FEES

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

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

CITY OF PALMDALE:

Ronda Perez
Signed: 12/18/2023

Ronda Perez
City Manager

Sara Gallagher
Signed: 12/11/2023

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

TRIPEPI, SMITH AND ASSOCIATES, INC.:

Ryder Todd Smith
Signed: 12/14/2023

Ryder Todd Smith
President

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

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 12/18/2023

William P. Curley, III
Interim City Attorney

ATTEST:

Roxanne Faber
Signed: 12/18/2023

Roxanne Faber
Acting City Clerk

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

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

Record of Signing

For
Name
Title



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

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

For
Name
Title



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

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

For
Name
Title



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

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

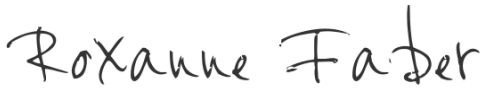
For
Name
Title



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

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

For
Name
Title



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

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

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TRIPEPI SMITH
marketing • technology • public affairs

COMMUNICATION SUPPORT SERVICES

Proposal submitted to: City of Palmdale

Submitted: November 13, 2023

Ryder Todd Smith, Co-founder & President

Melanie James, Senior Business Analyst

VALID FOR 60-DAYS

SINGLE SOURCE COMMUNICATIONS



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

TripepiSmith.com

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COVER LETTER

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

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

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

The Tripepi Smith Advantage

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

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

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



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

SINGLE SOURCE COMMUNICATIONS

An Overview of Tripepi Smith

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

Service Areas



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

Who We Are

The Co-Founders: Nicole Smith & Ryder Todd Smith

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

The Team

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

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

General Approach

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

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

Content x Distribution = IMPACT

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

Tripepi Smith Testimonial



PROJECT PLAN

1. Monthly Metrics

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

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

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

2. Graphic Design



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

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

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

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

3. Cloud Webmaster



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

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

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

4. Council Chamber Video Production



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

5. Social Media Management



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

COST PROPOSAL

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

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

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

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

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

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

RATES AND OTHER MINUTIAE

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

Agreements

Retainer Agreements

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

Fixed Price Agreements

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

Flexible Time & Materials Agreements

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

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

Billing

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

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

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

Other Costs

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

Equipment Fees

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

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

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

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

Print & Advertising Fees

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

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

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

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

Tripepi Smith Partnership Discounts

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

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

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

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

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

Declarations

Authorization

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

Incorporation

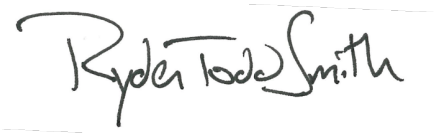
Founded in 2000 and incorporated in 2002 as a California S Corporation, Tripepi Smith is based in Orange County. FEIN: 73-1642614 California Business License: C2414674

Conflict of Interest Disclosure and Ethics

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

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

Tripepi Smith & Associates, Inc.
PO Box 52152, Irvine, CA 92619
Ryder@TripepiSmith.com • (626) 536-2173
www.TripepiSmith.com



APPENDIX A: REFERENCES AND CLIENT LIST

References

City of Culver City

Shelly Wolfberg, Asst. to the City Manager

310.253.6008 • shelly.wolfberg@culvercity.org

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

City of Napa

Jaina French, Community Relations

707.258.7843 • jfrench@cityofnapa.org

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

City of Indian Wells

Peter Castro, Deputy City Manager

760-346-2489 • pcastro@indianwells.com

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

Some of Our Clients

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

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

APPENDIX B: SAMPLES

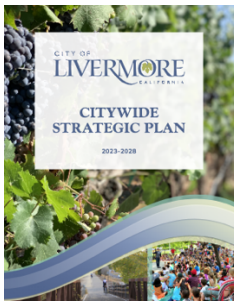
Explore samples more fully: www.TripepiSmith.com/PalmdaleFilm

City of Livermore

Strategic Plan

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



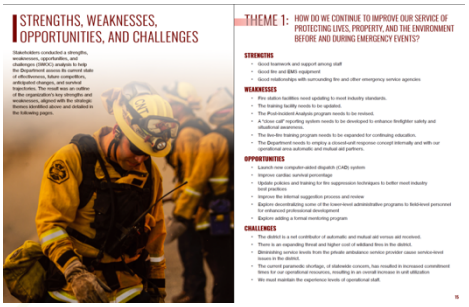


Santa Clara County Fire Department

Strategic Plan

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





City of Aliso Viejo

Econ Dev Brand, Book, Infographics, Presentation

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





California State University San Marcos

Case Statement Brochures/Folders

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





Culver City

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

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





City of Napa

State of the City, Fiscal Infographics

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





City of Cupertino

Budget at a Glance, Periodicals, Reports, Branding

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

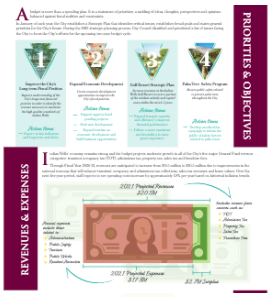




City of Indian Wells

Budget at a Glance, Financial Planner, Infographics, Mailers

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





APPENDIX C: KEY PERSONNEL

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

www.TripepiSmith.com/Our-Team

Professional Graphic Design Experience

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

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



Katherine Griffiths, APR – Principal / Editorial Lead

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

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

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



Melanie James – Senior Business Analyst & Graphic Artist

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

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



Kevin Bostwick – Creative Director

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

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



Kjerstin Wingert – Senior Graphic Artist / Photographer

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

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



Sara Madsen – Senior Business Analyst / Graphic Artist

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

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



Jenni Wechsler – Junior Graphic Designer

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

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

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC SAFETY DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENT WITH THE LOS ANGELES COUNTY DEPARTMENT OF ANIMAL CARE AND CONTROL TO PROVIDE GENERAL ANIMAL SERVICES FOR A TERM OF FIVE YEARS**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Agreement No. A-8891 with the Los Angeles County Department of Animal Care and Control to provide general animal services for a term of five years; and,

2. Authorize the City Manager or her designee to execute the Agreement No. A-8891 with the Los Angeles County Department of Animal Care and Control, including minimal and/or non-substantial changes.

BACKGROUND

For over 35 years, the City has contracted with the Los Angeles County Department of Animal Care and Control (DACC) to provide all animal care and shelter services for Palmdale residents. In 2023, a feasibility study was conducted to identify the most effective animal services programming. As a result of the study, it was recommended that services through DACC be maintained and that City resources such as spaying and neutering, vaccines, and microchipping be enhanced.

DISCUSSION

With this agreement, the DACC will provide general animal care and control services within the City's limits under the provisions of Title 10, Animals of the Los Angeles County Code and its amendments.

The attached Scope of Services describes the services identified in the Municipal Services Agreement, including but not limited to field and shelter services, medical care for housed animals, issuing and processing licenses, business inspections, and licensing.

FISCAL IMPACT

$3,200,000 (annually); the annual estimate is based on historical trends and can vary based on several factors: the number of animals housed, private veterinarian costs, and field services. Staff will review invoices monthly and propose adjustments as necessary. Fiscal year 2024/2025 funds are available in account 10125002-722400. Subsequent years are to be allocated through the budget process.

STRATEGIC PLAN

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

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

Prepared by:	Kery German, Public Safety Supervisor
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-8891 with DACC
Exh A Agrmt No. A-8891 Scope of Services

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

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COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL AND CITY OF PALMDALE

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Concord - Document ID: 02wvx5RdoXyNJSG3mRyoyF

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF PALMDALE

THIS MUNICIPAL ANIMAL CARE AND CONTROL AGREEMENT ("Agreement") between the COUNTY OF LOS ANGELES ("the County") and the CITY OF PALMDALE ("the City"), together known as "the Parties," is made and entered into July 1, 2024, or when signed by all Parties, whichever is later.

RECITALS

a. The City desires to contract with the County to perform the animal care and control functions described in this Agreement; and

b. The County is agreeable to providing such services on the terms and conditions set forth in this Agreement; and

c. Such agreements are authorized and provided for by the provisions of Section 56-1/2 and 56-3/4 of the Charter of the County of Los Angeles and sections 51300 et seq. of the Government Code of the State of California.

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement, and for good and valuable consideration, the Parties mutually agree as follows:

1.0 AGREEMENT TO PROVIDE SERVICES UNDER STATE AND LOCAL STATUTES

1.1 The County agrees, through the County Department of Animal Care and Control ("the Department"), to provide general animal care and control services within the corporate limits of the City to the extent and in the manner stated in the Agreement and its Attachments.

1.2 Except as otherwise specifically stated in the Agreement, the services will only encompass duties and functions of the type coming within the jurisdiction of and customarily provided by the County under the Charter of the County, the Los Angeles County Code, and the statutes of the State of California. The County will provide services in accordance with the provisions of Title 10, "Animals," of the Los Angeles County Code, and all amendments enacted to Title 10, except as otherwise agreed by the Parties in the most recently executed Service Level Request.

Concord - Document ID: 02wvx5RdoXyNJSG3mRyoyF 2-11

2.0 ADMINISTRATION OF PERSONNEL

2.1 The County will control all aspects of the services provided by the County including, but not limited to, standards of performance, discipline of officers and staff, and all employment-related matters.

2.2 In the event of a dispute between the Parties regarding the duties and services to be provided, or the minimum level or manner of performance of such services, the City will be consulted and an agreement between the Parties attempted. Each party must employ good-faith and reasonable efforts to reach an agreement. If an agreement cannot be reached, the County will make the final and conclusive determination of the dispute.

2.3 All City employees who work with the Department under the Agreement will remain employees of the City and will not have any claim or right to employment, civil service protection, salary, benefits, or claims of any kind from the County. No City employee will become an employee of the County unless by specific additional agreement in the form of a merger contract, which must be concurrently adopted by the City and County. Except as otherwise specifically set forth in the Agreement or in the attached Service Level Request, to the extent the County provides the City with animal licensing services, neither the City employees nor their agents will perform any function related to the licensing of animals, including the collection of license fees, penalties, or field enforcement fees. Field enforcement fees will only be collected by the Department for services performed by employees of the Department. The City may distribute educational and outreach materials, reviewed and agreed upon by both the Department and the City, related to pet licensing and its benefits.

2.4 For the purposes of performing services under the Agreement, and only for the purpose of giving authority for Department staff to provide these services, every County officer and/or employee engaged in performing any service will be deemed to be a contracted officer or employee of the City while performing service for the City, provided the service is within the scope of the Agreement and is a municipal function.

2.5 The City will not assume any liability for the direct payment of salaries, wages, or other compensation to County personnel performing services under the Agreement. Except as described under Section 5.0, the City will not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of his/her employment while providing services under the Agreement.

2.6 The County agrees that it is subject to the County Civil Services Rules prohibiting discrimination based on non-merit factors.

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3.0 DEPLOYMENT OF PERSONNEL

3.1 The Department, in cooperation with the City, will determine how to provide the services required by the Agreement.

3.2 The City agrees to complete an Attachment B, Service Level Request (SLR) form, specifying the level of service to be provided, which will be signed and authorized by the City and the Department representative and attached to the Agreement. In the event of a dispute between the Parties about the desired or approved content of the SLR will be handled in accordance with Paragraph 2.2 of this Agreement.

3.3 The Department will issue annual notifications of any change to the billing rate as stated in Paragraph 8.2 of this Agreement. Unless the City changes other provisions within the most recently executed SLR, it is not necessary to execute a revised SLR to reflect a billing rate change.

3.4 The City may at any time request a change in the level of service by completing a revised SLR, and submitting the form to the Department. The revised level of service to be provided and the current fiscal year billing rate will be signed and authorized by the City and the Department representative and attached to the Agreement as an amendment. Changes requested at times other than the beginning of the fiscal year will be implemented as soon as practical, as determined by the Department. The City is only required to submit a new SLR if it wishes to revise its current services or update information listed on its existing SLR. The Department reserves the right to approve or disapprove requests on the SLR in accordance with Section 3.1 of this Agreement.

Regarding updates to contact information, the City is not obligated to submit a new SLR. A simple email confirmation from the City will suffice, and the Department's Contracts and Grants Division will update the City's existing SLR and share the revised copy with the City.

3.5 The City will make its best effort to inform the Department of any modifications to its ordinance concerning animal care and control services. This approach will enable the Department to verify that the services outlined in the City's SLR align with the municipal ordinance, thereby reducing the potential for any discrepancies.

3.6 The City is not limited to the services indicated but may also request any other services in the field of public safety, animal welfare, or related fields within the legal power of the Director of the Department to provide. The County reserves the right to determine, in its sole discretion, whether the Department can provide requested services not otherwise specified in this Agreement.

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4.0 PERFORMANCE OF CONTRACT

4.1 In performing services under the Agreement, the County will provide all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed upon level of service.

4.2 Nothing in the Agreement prohibits the City from providing, at the City's expense, additional resources for the County to utilize in its performance of the services.

4.3 Any use of special supplies, stationery, notices, or forms, in other than standard Department format, must be approved by the Director of the Department, or his/her designee, and supplied by the City at its own cost.

4.4 If requested, the Department will use its best efforts to attend one in-person meeting with the City, up to three hours duration, per quarter at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of the Department's contract management staff's time at meetings requested by the City. Due to a lack of availability of meeting space in County facilities, the City will provide a mutually agreed upon meeting space and location, or virtual meeting link, for all in-person and/or virtual meetings or meet at the Department's headquarters in Long Beach, California.

4.5 If requested, the Department will use its best efforts to coordinate a virtual meeting once per month at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of County representatives' time at meetings requested by the City.

4.6 If requested, the Department will use its best efforts to send representatives to the City's Council meetings for proposed ordinance changes, contract revisions, or any related animal issues where input from the Department is needed. The Department will only attend these meetings to the extent that resources and capacity will allow.

4.7 The Department will make available upon request, at no charge to the City, the reports listed in Attachment A, Description of Services, at the intervals indicated in that attachment. For any additional reports that are not included in Attachment A, Description of Services, or those requested at more frequent intervals, the Department will account for the hours of staff time required to produce the reports. The County will provide, at no charge to the City, up to 12 hours of staff time annually for any additional requested reports. The City will be responsible for any excess hours at the current

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billing rate for staff time as listed in Attachment C, City-County Municipal Services Billing Rates.

5.0 INDEMNIFICATION

5.1 The Parties have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991, and/or a revised Joint Indemnity Agreement approved by the Board of Supervisors on August 9, 1993. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into the Agreement as if set out in full in the Agreement.

5.2 In the event the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date will supersede the Joint Indemnity Agreement previously in effect between the Parties.

6.0 TERM OF CONTRACT

6.1 Unless sooner terminated as provided for in the Agreement, the Agreement will be effective July 1, 2024, or when signed by the Parties, whichever is later, and will remain in effect until June 30, 2029, unless sooner terminated or extended.

6.2 At the option of the Board of Supervisors and with the consent of the City Council, the Agreement may be renewable for successive periods not to exceed five (5) years each.

7.0 RIGHT OF TERMINATION

7.1 Either Party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other Party of at least sixty (60) days before the termination date.

7.2 Despite any provision to the contrary in the Agreement, the City may terminate the Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed under the Agreement. In such an event the Agreement will terminate sixty (60) calendar days from the date of the City's notice to the County.

7.3 The Agreement may be terminated at any time, with or without cause, by either Party upon written notice given to the other Party at least one-hundred eighty (180) days before the date specified for that termination.

7.4 In the event of an unresolved dispute, either Party may terminate the Agreement by giving not less than sixty (60) days' notice in writing to the

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other Party. A dispute is unresolved when both Parties agree that there is no resolution and no intent by either party to continue to seek a resolution.

7.5 In the event of termination, both Parties shall fulfill all obligations owed to each other that have accrued before the date of termination. Additionally, each Party will be released from any obligations that would have accrued after the termination date had the Agreement continued. However, the City will remain responsible for payment to the Department for any services provided under this Agreement prior to the termination date.

8.0 CONTRACT SUM

8.1 The City will pay for the services provided under the terms of the Agreement at the current fiscal year rate established by the County Auditor-Controller and set forth in the current Attachment C, City-County Municipal Services Billing Rates.

8.2 The rates indicated in the City-County Municipal Services Billing Rates form will be readjusted by the County annually, effective the first day of July each year, to reflect the cost of services in accordance with the policies and procedures for the determination of rates established by the County.

8.3 The City will be billed based on the current service level described in the latest Attachment C, City-County Municipal Services Billing Rates form.

8.4 The cost of any additional services requested and provided under the Agreement and not set forth in Attachment C, City-County Municipal Services Billing Rates form will be determined by the Department in accordance with the policies and procedures established by the County.

9.0 PAYMENT PROCEDURES

9.1 The County, through the Department, will submit a summary invoice covering all services performed during the month to the City within twenty-five (25) calendar days after the close of each calendar month. The City will pay the County for all undisputed amounts within thirty (30) calendar days after the date of the invoice.

9.2 If payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, the County is entitled to recover interest on the unpaid amount.

9.3 For all disputed amounts, the City will provide the County with written notice of the dispute including the invoice date, amount, and reason(s) for the dispute within twenty-one (21) calendar days after receipt of the invoice. The Parties will confirm the resolution of the dispute in writing. For any disputed amounts, interest will accrue if payment is not received within sixty (60) calendar days after the date of the written resolution.

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9.4 Interest will be calculated at the rate of seven percent (7%) annually or any portion thereof, from the last day of the month for which the services were performed, or in the case of disputed amounts, from the date of the written resolution.

9.5 Despite the provisions of Government Code Section 907, if payment is not delivered to the County office described on the invoice within sixty (60) calendar days after the date of the invoice, or in the case of disputed amounts, from the date of the written resolution, the County may satisfy such indebtedness, including interest on unpaid amounts, from any funds of the City on deposit with the County, without giving further notice to the City of County's intention to do so.

10.0 NOTICES

10.1 Each Party shall designate a Primary Contact, as identified in Attachment B, Service Level Request, to facilitate the services covered by this Agreement. Routine communications necessary for the day-to-day facilitation of services may be conveyed through telephone, email, or in-person interactions. However, all notices or demands required, permitted, or desired to be given by one Party to the other must be in writing. Such notices or demands shall be mailed or emailed to the other Party's designated Primary Contact at the address provided in Attachment B, Service Level Request. Both Parties may update the designated addresses and contact persons by providing written notice to the other Party.

The Department accepts both physical (wet) signatures and electronic signatures for any notices or correspondence related to this Agreement.

10.2 Notices to the County of Los Angeles must be addressed as follows:

For physical notices:
County of Los Angeles Department of Animal Care and Control
Contracts and Grants Division
Attn: Bradley Kim
5898 Cherry Avenue
Long Beach, CA 90805
Phone: (562) 379-9722

For electronic notices:
BKim@animalcare.lacounty.gov

10.3 Notices to the City must be addressed to the contact person listed on the most recent SLR on file and/or the current City Official or City Manager.

11.0 AMENDMENTS

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11.1 With the exception of changes to a City's contact information, any changes, modifications, or amendments to the Agreement must be in writing and duly executed by the Director of the Department, or his/her designee, and an authorized representative of the City. The only exception to this requirement applies to updates to the City's contact information, which may be made through a simple email confirmation from the City.

12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing the Agreement for the City is an authorized agent who has actual authority to bind the City to each term, condition, and obligation of the Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing the Agreement for the County is an authorized agent who has actual authority to bind the County to each term, condition, and obligation of the Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

13.0 ENTIRE AGREEMENT

13.1 The Agreement, including Attachment A, Description of Services, the most recent Attachment B, Service Level Request, and the latest Attachment C, City-County Municipal Services Billing Rates, along with the applicable Assumption of Liability or Joint Indemnity Agreement referenced under Section 5.0, constitute the complete and exclusive statements of the Parties, which supersede all previous agreements, written or oral, and all communications between the Parties relating to the subject matter of the Agreement. Except as provided in Paragraphs 3.4 and 11.1, all changes or amendments to the Agreement must be in writing and mutually executed by authorized personnel on behalf of the Parties. The Director of the Department, or his/her designee, is authorized by the County to execute amendments.

14.0 CONSTRUCTION OF AGREEMENT

14.1 Each Party has participated in the drafting and preparation of the Agreement, and each Party agrees that the Agreement will not be construed against any Party on the grounds that the Party drafted the Agreement.

15.0 IMPLEMENTATION OF AGREEMENT

15.1 Each Party agrees to execute the documentation required and to take such other actions as may be reasonably necessary to accomplish the purposes of the Agreement.

16.0 COUNTERPARTS

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16.1 The Agreement may be executed in counterparts (including via facsimile or electronic copy), which will become effective only when every Party has signed and delivered a counterpart. The originals of any counterpart signature pages will be delivered to the County and retained as part of the original Agreement.

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT
COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF PALMDALE

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors has caused the Agreement to be executed by the Director of the Department of Animal Care and Control and the City has caused the Agreement to be executed on its behalf by its authorized representative.

COUNTY OF LOS ANGELES

By_____
MARCIA MAYEDA
Director
Department of Animal Care and Control

Date_____

CITY OF PALMDALE

By_____
City of Palmdale, City Manager

Date_____

ATTEST:

By_____ _____
City Clerk Date

By William Patrick Curley III _____
Signed: 6/25/2024
City Attorney Date

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By_____
David Beaudet
Senior Deputy, County Counsel

Date_____

Sara Gallagher
Signed: 6/24/2024

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Record of Signing

For
Name
Title

Sara Gallagher

Signed on 2024-06-24 16:58:15 GMT

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DocumentID: 02wvx5RdoXyNJSG3mRyoyF
SigningID: 02wvx5RdiVGqC4t75WPwYl
Signing date: 6/24/2024
IP Address: 206.171.111.149
Email: sgallagher@cityofpalmdale.org

For
Name
Title

William Patrick Curley III

Signed on 2024-06-25 20:21:46 GMT

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DocumentID: 02wvx5RdoXyNJSG3mRyoyF
SigningID: 02wwbQ95xTmB991AaUcwAY
Signing date: 6/25/2024
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

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ATTACHMENT A

COUNTY OF LOS ANGELES

DEPARTMENT OF ANIMAL CARE AND CONTROL
DESCRIPTION OF SERVICES

I. Animal Care Services

The County of Los Angeles Department of Animal Care and Control (Department) maintains seven animal care centers that accept stray, lost, abandoned, and relinquished animals. The Department also receives and maintains animals that are victims of abuse or neglect, under a quarantine order, or that pose a risk to the public. Stray or lost animals are held for an initial period to give an owner the opportunity to reclaim them. Owner-relinquished animals are held for an initial period prior to euthanasia or adoption to a new home, pursuant to State law. The holding period may vary and may be extended in an attempt to reunite the animal with an identified owner or for other reasons.

The Department is dedicated to providing appropriate and safe housing to all animals accepted into the Department's care. The Department is required by law to provide a safe environment with proper food, water, shelter, opportunity for exercise, and medical care for the animals it houses. Medical care may be provided by Department staff or, at the Department's sole discretion, outsourced to a contracted veterinarian.

As requested by the City in Attachment B, Service Level Request, the Department will provide the City with either: Full Care Center Services; Animal Care for Transfer only; or No Care Center Services.

A. Full Care Center Services

All animals collected in the field within the boundaries of the City or determined to have originated from within the boundaries of the City may be housed at a County animal care center. Admitted animals will be vaccinated and provided medical care, food, water, and shelter. The Department may post an animal's picture on the Department's website to assist residents in reclaiming a lost or missing pet or finding a new one. Residents may also visit the associated animal care center to find their lost or missing pet. The hours of operation of each animal care center may be found on the Department's website.

The Department will make reasonable attempts to house animals from the City at the animal care center closest to the City. The nearest animal care center to the City will be designated as the primary animal care center. There may be circumstances in which the Department will house animals collected from the City at an alternate location.

Full Animal Care Center services include:

- Providing food, water, shelter, enrichment, and medical care for animals in the Department's care;
- Holding stray animals and attempting to reunite them with their owners;
- Accepting unwanted animals surrendered by their owners;
- Making best efforts to find new adoptive homes for domestic animals and livestock;
- Quarantine and observation of animals for rabies and other diseases at the direction of the Department of Public Health;
- Working with wildlife rehabilitators to rescue sick and injured wildlife;
- Providing emergency care and housing to pets and livestock displaced by wildfires or other disasters;
- Holding animals that are the subject of criminal investigations or other legal or administrative proceedings;
- Spay and neuter services for dogs and cats pursuant to State law;
- Medical treatment and surgeries to make animals more adoptable;
- Euthanizing sick, injured, dangerous, unweaned, feral, or un-adoptable animals;
- Public services, including prevention of animal abuse, neglect, or abandonment through outreach and education, and intervention through finding alternatives to relinquishment and assisting at-risk populations;
- Filing annual reports to the State of California as required by law;
- Disposal of dead animals;
- Maintaining a website with pictures of stray and surrendered animals to facilitate reuniting the animals with their owners or finding new adoptive homes;
- Connecting pet owners to services to increase owner retention of pets; and
- Maintaining regular hours of operation for the public.

B. Animal Care for Transfer

If the City has opted for Animal Care for Transfer services in Attachment B, the Department will provide temporary housing until the City has transported the animal(s) to another animal care facility. Services will be the same as described for Full Shelter Service above. The Department will only release animals to be transported to an animal care facility approved in advance by the Department and documented in Attachment B. The Department will only release an animal to persons capable of transferring an animal safely in a vehicle appropriate for the humane transfer of the animal. The City will be responsible for all costs of the temporary care and housing at the Department's animal care center, as well as the subsequent costs of transportation, care, and housing at the animal care location of the City's choice. The Department may refuse to release an animal for transport if, in the reasonable assessment of the Department, the vehicle in which the City desires the animal(s) to be transported poses an unacceptable risk of harm to the animal(s) or others, or if the animal is

ill or injured to the extent that transportation would cause further injury or suffering.

The Department will not provide transportation from the field or from a County animal care center to any alternate animal care location, except as necessary for the needs of the County. If necessary, the Department may transport an animal(s) to an alternative animal care location of the City's choice and the City will be responsible for the cost of such transport at the current billing rate for field service staff.

The City will be responsible for all costs for the admission, care, and housing at the Department's animal care center, as well as the subsequent costs of care and housing at any animal care facility of the City's choice. The City's designated animal care center location is listed in Attachment B, Service Level Request.

II. Field Services

The County will provide the services set forth below in accordance with the provisions of the Los Angeles County Code, Title 10, "Animals," and all future amendments, except as otherwise agreed to by the Parties in Attachment B, Service Level Request.

A request by the City for the Department to enforce Los Angeles County Code, Title 10, Chapter 37, will authorize the Department to provide an administrative hearing process to accomplish the enforcement when applicable.

In order to harmonize the terms of this Agreement with the provisions of the City's municipal code, the City must adopt Title 10 "Animals" of the Los Angeles County Code ("Title 10"). The City may adopt or opt out of provisions of Title 10 only as agreed to by the Department. The City is encouraged, but not required to, adopt Title 10 in such a way as to incorporate all future amendments.

The Department will inform the City of any proposed changes to Title 10 with as much advance notice as practical, with the intention to provide the City with an opportunity to submit input to the Department and the County related to the proposed changes. The Department will notify the City of the passage of any change to Title 10 by the County Board of Supervisors as soon as practical. The Department will inform the City whether the City may adopt or opt out of the changes to Title 10.

Description of Field Services

The Department will provide sufficient resources and services for animal control field services. Services consist of Department personnel performing a variety of tasks utilizing appropriate equipment. These tasks include:

- Promptly responding to reports of vicious and dangerous animals that pose a threat to public safety;

- Capturing, reuniting, and admitting stray domestic animals;
- Capturing and impounding or returning domestic animals at large;
- Accepting and caring for animals surrendered by their owners;
- Removal of dead land animals (limited to a maximum of 150 pounds) from public and private property as set forth in Section 10.12.130 of the County Code;
- Educating the public and enforcing State laws and local ordinances, including leash laws, animal cruelty laws, and the laws relating to keeping wild or exotic animals;
- Investigating cases for possible criminal prosecution, including misdemeanor and felony crimes; issuing citations; collecting evidence; preparing reports; testifying in court and other hearings;
- Investigating appropriate cases for potential administrative actions pertaining to animals; preparing appropriate documentation to pursue administrative declarations; conducting administrative hearings, consistent with state and County laws; and defending declarations that are challenged in court;
- Rescuing ill, injured, or abused animals;
- Enforcing animal nuisance complaints such as excessive animal noise and other violations; issuing administrative or criminal citations as appropriate;
- Assisting local law enforcement with their investigations when animals are involved, such as the service of search warrants and impounding animals as evidence or when necessary for those belonging to persons taken into custody;
- Responding to emergencies such as fires, earthquakes, floods, and other natural or manmade disasters to rescue and temporarily house animals, or to provide care for animals in evacuation zones;
- Maintain a 24-hour dispatch and communications center to receive calls for service and dispatch staff for field response as appropriate; and
- Maintaining records in accordance with applicable laws and policies.

A. Standard Service Plan

The Standard Service Plan includes answering calls for service 24 hours per day, seven days per week, dispatching or assigning field staff, and performing duties in the field based on priority, location, and availability of staff. Services provided under the Standard Service Plan are similar to those services the Department provides to unincorporated communities in Los Angeles County.

B. Limited Service Plan

The Limited Service Plan includes standard services on a part-time basis during days and hours specified in the Service Level Request. Billing rates are described in Attachment C, City-County Municipal Services Billing Rates.

III. Alternatives to Care Center Admissions

The Department's "Alternatives to Care Center Admissions" services are activities that go beyond providing housing for dogs and cats, and have the effect of keeping pets out of care centers and in homes and healthy environments. This includes staff counseling pet owners or connecting them with resources such as free pet food and supplies, medical vouchers, temporary housing, access to a medical helpline, and other critical resources all intended to help keep pets with their families. The Department also offers a variety of pet assistance programs, known collectively as the Pets Are Family (PAF) program, which is funded almost entirely through donations and grants received by the Department. A summary of the programs offered under PAF can be found on our website (https://animalcare.lacounty.gov/dacc-support-services).

As a result of these efforts, the number of dogs and cats admitted into Department animal care centers has decreased dramatically due to the Department reducing preventable pet surrenders. These programs are only available to cities that opt into Full Care Center Services and are charged at a flat per capita rate as indicated in Attachment C, City-County Municipal Services Billing Rates.

Managed Intake

Managed Intake (MI) is a strategy that allows agencies to manage and reduce the flow of both owned pets and homeless animals into their care, which is accomplished by partnering with the community and providing resources and solutions. Through the Department's intervention services, pet owners receive support in the form of consultation, financial resources, and referrals — both medical and behavioral — to assist them with their pet-related issues. MI has reduced the number of surrendered animals admitted to the Department's care centers to those who have no other opportunity for rehoming. This is reducing the costs for cities that are associated with sheltering cats and dogs.

Components of Managed Intake:

- Community Engagement is key to successfully employing Managed Intake, giving the community an opportunity to foster, network animals, facilitate adoptions, and to develop solutions to keep pets with their owners.
- The Department encourages people who have found stray animals to attempt to reunite the pets with their families. The Department also encourages residents to

allow free roaming cats to remain where they live, as these are often pets or community cats.

- To reduce the relinquishment of owned pets, the Department will provide resources such as training, food, and supplies, or other support to help keep pets in their homes.
- Public safety and animal welfare are a priority. Animals that pose a safety threat will immediately and safely be admitted by the Department, as will animals that are sick or injured.

IV. Individual Animal Licensing Services

Adult dogs four months of age and older are required by State law to have individual licenses. The City may request that the Department enforce licensing requirements in the City for dogs, cats, or other animals as described in Attachment B. The City may adopt the County's fees for individual animal licenses or set its own fees as permitted in Attachment B.

License renewal notices are mailed or transmitted by the Department to the animal owner of record. The renewal and payment are received and processed on a fee-per-license basis. Pet owners may opt into a one- or three-year license option for their pets. A current license will be required before an animal will be released to a resident of the City. Fees from one- and three-year licenses collected will be credited to the City monthly in arrears.

The Department's animal licensing services include:

- Issuing animal licenses for pets as requested by the City;
- Processing license applications, payments, and information changes;
- Issuing license renewal notices;
- Assessing and collecting fees, penalties, and other financial remittances;
- Maintaining a database for animal licensing, records of calls for service, and actions taken; and
- Maintaining the Rabies Vaccination Certificate tool database which scans rabies vaccination data reported by private veterinary clinics to identify unlicensed pets in our jurisdictions and generate compliance notices to pet owners.

V. Additional Outreach and Enforcement Services Options

The City may request that the Department provide additional services as outlined below.

A. Animal License Enforcement Services

License Enforcement Services provides staff to perform individual animal license

enforcement in designated areas within the City. This program includes:

- Issuing new licenses and renewing expired licenses;
- Issuing citations to violators of animal licensing ordinances;
- Collecting license revenue, delinquency charges, and authorized fees; and
- Recording licensing data in the Department's database.

B. Animal Facility Licensing

The Department's Animal Facility Licensing program provides staff to perform animal facility inspections and licensing to animal-related businesses or organizations that require a license under Title 10 of the County Code. Animal-related facilities are inspected annually to ensure the safety and well-being of the animals as well as the health and safety of the public. Licensees are provided a letter grade based on the results of the inspection.

The Department retains facility license fees to offset the cost of annual inspections and related administrative costs. Staff time for licensing and inspections is not billed to the City. Investigations in response to complaints about activities at a licensed location are conducted by field officers based in the Department's animal care centers and are billed in accordance with Attachment C, City-County Municipal Services Billing Rates.

This program includes:

- Annual inspection of any premise used by an animal-related business or non-profit organization, including grooming shops, pet shops, boarding facilities or breeding facilities, animal menageries, and all other places where animals are maintained for profit or business activities;
- Issuing grades to animal facilities consistent with the requirements of Section 10.28.270 of the County Code;
- Follow-up inspections of animal facilities as necessary;
- Collection of license fees to offset the cost of services; and
- Documentation and maintenance of records as necessary.

C. Vaccination and Microchip Clinics

California Health and Safety Code Section 121690(f) states that every city and county, "shall provide dog vaccination clinics, or arrange for dog vaccination at clinics." The Department holds periodic low-cost rabies vaccination and microchip clinics at its animal care centers. If the City chooses additional rabies vaccination and microchip clinics, the following services are offered:

- Providing or assisting in arranging for low-cost vaccinations and microchips;
- Staffing low-cost vaccination and microchip clinics with medical personnel and necessary support staff, subject to availability;
- Licensing animals vaccinated at the clinic; and
- Assisting jurisdictions in promoting these community-based clinics.

D. Spay/Neuter Trust Fund

The City may elect to contribute $5.00 per altered and unaltered dog license to the Spay/Neuter Trust Fund. Participation in the Spay/Neuter Trust Fund allows the Department to offer a low-cost or free spay/neuter program for the City's residents who wish to have their pets spayed or neutered. The Department staff will work with animal care center veterinary clinics and mobile veterinary clinics to assist qualified residents in obtaining spay/neuter services in an area near them.

VI. Records

Upon reasonable notice, the Department will make available to authorized representatives of the City, for examination, audit, excerpt, copy, or transcription, any pertinent transaction, activity, or other record relating to the Agreement. The City must ensure such records are handled in a manner consistent with all applicable privacy laws and all laws related to the Public Records Act (Government Code sections 7920.000 et. seq.).

Upon request, the following standard reports are available from the Department on a monthly basis:

1. Dogs and/or Cats Impounded
2. Animals Returned to Owners
3. Dogs and/or Cats Abandoned
4. Special Admission Dog & Cat
5. Other Animals Impounded
6. Quarantined Dogs and/or Cats
7. Special Admission Other Animals
8. Private Veterinarian (Outside Medical Expense)
9. Dead Animal Pick Up Requests
10. Types of Calls for Service
11. Location of Admission
12. Public Hours performed at a specific Animal Care Center

In accordance with Section 4.7 of the Services Agreement, the Department will provide up to 12 hours of staff time annually for producing special reports to the City at no cost. Additional staff time will be charged to the City at the current reimbursement rate for applicable staff time.

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **NEIGHBORHOOD SERVICES**
HOUSING DIVISION

DISTRICT: **3, 4, 5**

SUBJECT: **APPROVE FOURTH AMENDMENT TO AGREEMENT WITH RSG, INC., FOR FINANCIAL ANALYSIS SERVICES TO INCREASE THE AGREEMENT BY $60,000 FOR A NOT TO EXCEED AMOUNT OF $160,000 FOR THE REMAINDER OF THE TERM THROUGH 2026**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Fourth Amendment to Agreement No. A-7196 with RSG, Inc., for Financial Analysis Services to increase the Agreement amount by $60,000 for a not to exceed amount of $160,000 for the remainder of the term through 2026; and,

2. Authorize the City Manager or her designee to execute the Agreement No. A-7196 with RSG, Inc., including minimal and/or non-substantial changes.

BACKGROUND

The City's Rent Control Ordinance requires all privately owned Mobile Home Parks (Parks) within the City of Palmdale to submit an annual report outlining each park's compliance with the Rent Control Ordinance. Seven Mobile Home Park communities are subject to the Rent Control Ordinance.

DISCUSSION

RSG, Inc. (RSG) has provided the City assistance with reviewing Rent Control Annual Registration documents and other services, including assisting with the utilization of federal funds for property acquisition. RSG works with the Park Managers to provide training on the City's Rent Control Ordinance requirements and ensure annual compliance. The Parks may take up to six months to process follow-up documentation

requests before being deemed approved. The current agreement with RSG has two years remaining and requires additional funding to complete the assignment.

FISCAL IMPACT

$60,000; funds are budgeted in account 10164003-721953 for Fiscal Year 2024-25 and will be requested for Fiscal Year 2025-26 through the annual budget process.

STRATEGIC PLAN

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:	Heather Nichols, Senior Housing 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

ATTACHMENTS

Agrmt No. A-7196 Fourth Amendment with RSG. Inc.
Agrmt No. A-7196 Third Amendment with RSG, Inc.
Agrmt No. A-7196 Second Amendment with RSG, Inc.
Agrmt No. A-7196 First Amendment with RSG, Inc.
Agrmt No. A-7196 with RSG, Inc

FOURTH AMENDMENT TO AGREEMENT A- 7196
BETWEEN THE CITY OF PALMDALE AND RSG, INC.

This Fourth Amendment to Agreement No. A-7196 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and RSG, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on September 24, 2020 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Financial Analysis of Affordable Housing Projects

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

Increase total Agreement amount.

NOW THEREFORE, the parties agree as follows:

Section 1.1 Description of Work is amended to "...the total cost of the work issued to the Consultant by the City of Palmdale will not exceed One Hundred and Sixty Thousand Dollars ($160,000) for the entire term of the Contract..." This is an increase of Sixty Thousand Dollars ($60,000).

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

(REST OF PAGE INTENTIONALLY LEFT BLANK)

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
38300 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

SIGNATURE AREA

William P. Curley, III
City Attorney

ATTEST:

SIGNATURE AREA

Roxanne Faber
City Clerk

RSG, INC.:

SIGNATURE AREA

Tara Matthews
Principal

ADDRESS FOR NOTICE:
RSG, INC.
17872 Gillette Avenue, Suite 350
Irvine, CA 92614

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

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

THIRD AMENDMENT TO AGREEMENT A-7196
BETWEEN THE CITY OF PALMDALE AND RSG, INC.

This Third Amendment to Agreement No. A-7196 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and RSG, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on September 24, 2020 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Financial Analysis of Affordable Housing Projects

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

Extend Contract Term.

NOW THEREFORE, the parties agree as follows:

1. Consultant and City agree to exercise the option to extend the agreement for an additional two-year term through February 2, 2026.

2. Section 1.1 Description of Work is amended to "...the total cost of the work issued to the Consultant by the City of Palmdale will not exceed One HundredThousand Dollars ($100,000) for the entire term of the Contract..." This is an increase of Twenty-five Thousand Dollars ($25,000).

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

(REST OF PAGE INTENTIONALLY LEFT BLANK)

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

CITY OF PALMDALE:

Ronda Perez
Signed: 2/2/2024

Ronda Perez
City Manager

Sophia Reyes
Signed: 1/16/2024

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

RSG, INC.:

Tara Matthews
Signed: 1/30/2024

Tara Matthews
Principal

ADDRESS FOR NOTICE:
RSG, INC.
170 Eucalyptus Avenue Suite 200
Vista, CA 92084

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 1/30/2024

William P. Curley, III
City Attorney

ATTEST:

Roxanne Faber
Signed: 2/6/2024

Roxanne Faber
Acting City Clerk

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

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

Record of Signing

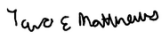
For
Name
Title



Signed on 2024-01-16 16:38:01 GMT

Secured by Concord™
DocumentID: NGE2Mjk4NWQtYm
SigningID: NjNhYjVmMzEtZm
Signing date: 1/16/2024
IP Address: 206.171.111.149
Email: sreyes@cityofpalmdale.org

For
Name
Title



Signed on 2024-01-30 20:46:44 GMT

Secured by Concord™
DocumentID: NGE2Mjk4NWQtYm
SigningID: NDhiNWZlYmYtOT
Signing date: 1/30/2024
IP Address: 155.190.3.7
Email: tmatthews@webrsg.com

For
Name
Title



Signed on 2024-01-30 22:07:37 GMT

Secured by Concord™
DocumentID: NGE2Mjk4NWQtYm
SigningID: OWFkNTcyYTctNW
Signing date: 1/30/2024
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

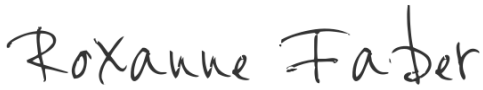
For
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Signed on 2024-02-02 19:53:22 GMT

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DocumentID: NGE2Mjk4NWQtYm
SigningID: OThmZWEzYTQtNz
Signing date: 2/2/2024
IP Address: 47.153.243.248
Email: rperez@cityofpalmdale.org

For
Name
Title



Signed on 2024-02-06 22:29:22 GMT

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DocumentID: NGE2Mjk4NWQtYm
SigningID: M2M0NTRiNTUtMG
Signing date: 2/6/2024
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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ORIGINAL

SECOND AMENDMENT TO AGREEMENT A-7196
BETWEEN THE CITY OF PALMDALE AND RSG, Inc.

This Second Amendment to Agreement No. A-7196 ("Agreement") is made and entered into by and between the City of Palmdale (hereinafter called "CITY") and RSG, Inc. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on September 24, 2020 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Financial Analysis and Related Services.

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

Amend original Agreement to increase the total amount.

NOW THEREFORE, the parties agree as follows:

Section 1.1 Description of Work is amended to "...the total cost of the work issued to the Consultant by the City of Palmdale will not exceed Seventy-five Thousand Dollars ($75,000) for the entire term of the Contract..." This is an increase of Twenty-five Thousand Dollars ($25,000).

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

(REST OF PAGE INTENTIONALLY LEFT BLANK)

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

CITY OF PALMDALE:

Ronda Perez
City Manager

RSG, Inc.:

Tara Matthews
Principal

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

ADDRESS FOR NOTICE:
RSG, Inc.
17872 Gillette Avenue, Suite 350
Irvine, CA 92614

APPROVE AS TO FORM:

William P. Curley, III
Interim City Attorney

ATTEST:

Roxanne Faber
Acting City Clerk

ORIGINAL

FIRST AMENDMENT TO AGREEMENT A-7196
BETWEEN THE CITY OF PALMDALE AND RSG, INC.

This First Amendment to Agreement No. A-7196 ("Agreement") between the City of Palmdale and RSG, INC. is made and entered into this 11th day of April, 2022 by and between the City of Palmdale (hereinafter called "CITY") and RSG, INC. (hereinafter called "Consultant").

WHEREAS, the CITY and Consultant entered into an agreement to provide: Financial Analysis and related Services

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

NOW THEREFORE, the parties agree as follows:

1. Section 1 Description of Work is amended to "...the total cost of the work issued to the Consultant by the City of Palmdale will not exceed Fifty Thousand Dollars ($50,000) for the entire term of the Contract." This is an increase of Twenty-five Thousand Dollars ($25,000).

2. All other terms and conditions remain in full force and effect.

REST OF PAGE INTENTIONALLY LEFT BLANK

Concord - Document ID: generated after first signature

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

CITY OF PALMDALE:

Ronda 5/2/2022

Ronda Perez Date
Interim City Manager

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

APPROVE AS TO FORM:

Christopher L. Beck
City Attorney

ATTEST:

Shanae S. Smith
City Clerk

RSG, INC.:

Tara G. Matthews 4/15/22

Tara Matthews Date
Principal

ADDRESS FOR NOTICE:
RSG, INC.
17872 Gillette Avenue, Suite 350
Irvine, CA 92614

ATTEST: If Corporation

Secretary

ORIGINAL

AGREEMENT NO. A-7196
ONGOING CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND RSG, INC.

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into this 24th day of September, 2020, by and between the City of Palmdale, a municipal corporation (hereinafter referred to as "CITY"), and RSG, Inc., (hereinafter called "CONSULTANT").

RECITALS

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the professional services described in this Contract.

NOW THEREFORE, CITY and CONSULTANT, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 DESCRIPTION OF WORK

1.1 This is an indefinite quantity and indefinite delivery Ongoing Contract to provide professional services including the following:

Financial Analysis of Affordable Housing Projects which may require one or more components from the following list: Review new development project proformas and/or project operations proformas for reasonableness, sustainability, and/or gap analysis; Maximum gap that may be funded by the City and/or Authority funds; Analyses of existing Housing Authority developments; Acquisition of properties for affordable housing or development of affordable housing; Home buyer loan programs including review for reasonableness/affordability at various income categories; Analysis for Density Bonus Agreement; Conduct special revenue fund subsidy layering analysis; Perform project underwriting; Assistance with projects or analysis aspects not yet identified; and Developments will include the use of a combination of Housing Asset Funds, Housing Authority Funds, U.S. Department of Housing and Urban Development (HUD) Consolidated Plan funds (HOME, CDBG), State of California Housing and Community Development (HCD), Los Angeles County funds, Low Income Tax Credits, Mortgage Revenue Bonds, or other funds, to the Housing Authority of the City of Palmdale. For any work or project determined by CITY to be appropriate for this Ongoing Contract, CITY will issue a request for a proposal to CONSULTANT, and upon agreement, the parties will execute an Authorization Agreement specifying the scope of work, cost, staffing, subcontractors, deliverables, type of pricing (fixed priced or time & materials) and completion schedule for that project. **Although CITY anticipates that CONSULTANT will be issued a substantial amount of work, the total cost of work issued to the CONSULTANT by the City of Palmdale will not exceed Twenty Five Thousand Dollars ($25,000) for the entire term of the Contract. CONSULTANT is not guaranteed any minimum amount of work or any jobs at all. CONSULTANT is aware that there is more than one CONSULTANT who has been awarded an Ongoing Contract for this type of work. CITY reserves the right and will issue Authorization Agreements based on ability of the contractor to meet CITY's work schedule and the availability of expertise in relation to each project.**

1.2 CONSULTANT shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

1.3 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion.

1.4 CONSULTANT shall not accept any change of scope, or change in contract provisions, to this Ongoing Contract nor to any Authorization Agreement, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

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

2 CITY PROJECT MANAGER

To provide the professional services required by this Contract, CONSULTANT shall act under the authority and approval of Anne Ambrose Director of Administrative Services/designee. For each project a City project manager will be appointed who shall oversee the Authorization Agreement, assist the CONSULTANT with any necessary information, audit billings, and approve payments. The CONSULTANT shall channel reports and special requests through the City project manager.

3 CONSULTANT'S KEY PERSONNEL

3.1 CITY reserves the right to review and approve CONSULTANT'S staff including all subcontractors and sub consultants to be assigned to any project by CONSULTANT during the term of this Contract.

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

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

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

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

4 FEE SCHEDULE

4.1 CITY shall pay CONSULTANT for each project an amount not to exceed that amount specified in each Authorization Agreement based on the following rates:

Principals	$235.00 per hour
Senior Associates	$180.00 per hour
Associates	$160.00 per hour
Analysts	$125.00 per hour

The Fee Schedule may, by mutual agreement of the parties, be annually amended to reflect changes in CONSULTANT's rates, on January 1st of each year, but in no event shall the Fee Schedule be amended within the first year of this Contract. CONSULTANT must notify City in writing ninety - (90) days in advance of any requested amendment and such amendment shall not take effect until CONSULTANT has received written consent from CITY. CONSULTANT shall perform no work in excess of the total contract price without prior written amendment to this Contract, executed by both parties. Total contract price includes expenses related to travel to and from the City to meet with City and to appear before the City Council or any other board or commission of the City.

4.2 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting hours 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.

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

5 CONTRACT TERM AND DELIVERY

5.1 The term of Contract is Three (3) years, commencing on the date the Contract is executed by the last party to sign, with a maximum total term of five (5) years.

5.2 Within ten (10) days of the date CITY issues a request for a Proposal for a Authorization Agreement, CONSULTANT shall submit to CITY a schedule indicating the times for starting and completing the various stages of the work, including any Milestones specified in the Authorization Agreement and as more fully described therein. The schedule shall be satisfactory in form and substance to CITY.

5.3 Upon acceptance of these schedules by CITY, they shall be incorporated into the Authorization Agreement.

5.4 Time is of the essence. All of the time limits for Milestones, if any, and completion of the work as stated in the Authorization Agreement, are of the essence of both the Authorization Agreement and this Ongoing Contract.

5.5 Failure of CONSULTANT to perform any covenant or condition contained herein and in the Authorization Agreement within the time periods specified therein, shall constitute a material breach of both the Authorization Agreement and this Ongoing Contract, entitling CITY to terminate either or both the Authorization

Agreement and this Ongoing Contract, unless CONSULTANT applies for and receives an extension of time in accordance with the procedures set forth herein.

5.6 Extension of Time for Completion of Work.
If, at any time, the work is delayed due to a suspension order by CITY, or due to any other cause which, in the reasonable opinion of CITY, is unforeseeable and beyond the control and not attributable to the fault or negligence of CONSULTANT, then CONSULTANT shall be entitled to an extension of time equal to said delay, subject to CITY's right to terminate this Contract as provided herein.

5.6.1 CONSULTANT shall submit to CITY a written request for an extension of time within ten (10) days after the discovery of such delay, and failure to do so shall constitute a waiver thereof. CITY shall, in its sole discretion, determine whether and to what extent any extensions of time shall be permitted.

5.6.2 No extension of time requested or granted hereunder shall entitle CONSULTANT to additional compensation unless, as a consequence of such extension, additional work must be performed. In such event, CITY shall, in good faith, consider any request for additional compensation submitted by CONSULTANT.

6 TAXES

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

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

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

7 PATENT FEES AND ROYALTIES

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

8 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be

responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY-furnished information.

9 INDEMNIFICATION

Consultant agrees to indemnify, defend and hold harmless CITY, its officers, agents and employees, from and against all claims, losses, obligations, or liability which arise out of, or are in any way related to, the CONSULTANT's acts, errors or omissions, or those of its employees or agents under Agreement.

10 INSURANCE

10.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 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 Professional Liability Insurance*
-$1,000,000 with no deductible, or;
-Comparable alternative as determined by the City Attorney; and
-Policy form on a claims-made basis

10.1.3 Commercial General Liability
-$1,000,000.00 limit on per occurrence basis
-$2,000,000.00 general aggregate limit

10.1.4 Commercial Automobile Liability
-$1,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

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

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 Certificate and endorsements shall state that: "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 on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from the CITY, CONSULTANT 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 CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT's liabilities and obligations under this Contract.

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

10.7 All insurance coverages must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form 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 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

10.8.3 *When coverage is provided on a "claims made basis", CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any acts or omissions of CONSULTANT , or its officers, employees or agents during the time this Agreement was in effect.

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

11 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract, any Authorization Agreement or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub consultants to cease such

work. CONSULTANT shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in the Authorization Agreement or this Contract.

12 TERMINATION FOR CAUSE

If CITY determines that CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract or in any Authorization Agreement, CITY shall give written notice to CONSULTANT 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, CONSULTANT has failed to implement the corrective measures, CITY may elect to terminate this Contract or any Authorization Agreement, in whole or in part.

12.1 In the event CITY terminates this Contract or any Authorization Agreement, 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 CONSULTANT shall provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by CONSULTANT within fifteen (15) working days after notice of termination. Upon such termination, CONSULTANT 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 consultant 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 CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 DISPUTE RESOLUTION

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

14 OWNERSHIP OF DOCUMENTS

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

15 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

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

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

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

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

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

16 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

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

16.2 The provisions of subsection 16.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONSULTANT for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONSULTANT and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection at, and on file with, the Palmdale City Clerk's Office.

17 FINANCIAL INTEREST CERTIFICATION

17.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

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

18.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

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

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

19 COMPLIANCE WITH LAW

19.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

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 AUTHORITY TO EXECUTE AUTHORIZATION AGREEMENTS

The Director of Public Works is authorized to execute Authorization Agreements for projects issued to CONSULTANT pursuant to this Ongoing Contract up to the amount authorized by this Contract.

22 ENTIRE AGREEMENT AND AMENDMENTS

22.1 This Contract together with the Authorization Agreements issued pursuant hereto, is the complete Agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

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

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

23 ATTORNEY'S FEES

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

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

CITY OF PALMDALE

2/5/21

J.J. Murphy, ICMA-CM, Date
City Manager

ADDRESS FOR NOTICE:
City of Palmdale
38300 Sierra Highway, Suite A
Palmdale, CA 93550

APPROVE AS TO FORM:

Christopher L. Beck
City Attorney

ATTEST:

Shanae S. Smith
City Clerk

RSG, Inc.

Tara E. Matthews 1/4/2021

Tara Matthews, Date
Principal

ADDRESS FOR NOTICE:
RSG, Inc.
17872 Gillette Avenue, Suite 350
Irvine, CA 92614

ATTEST: If Corporation

Secretary

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/8/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Erica Hornaday
The Empire Company 550 North Park Center Drive Suite 205 Santa Ana CA 92705	PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: ehornaday@empire-co.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Sentinel Insurance Company, LTD	11000
INSURER B: Trumbull Insurance Company	27120
INSURER C: Argonaut Insurance Company	19801
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
RSG, Inc.
17872 Gillette Ave., Suite 350
Irvine CA 92614

COVERAGES **CERTIFICATE NUMBER:** 2021/22 UPDT MASTER **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY / PRO-JECT / LOC OTHER:	X		72SBAAQ7019	1/1/2021	1/1/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS / SCHEDULED AUTOS X HIRED AUTOS / X NON-OWNED AUTOS			72SBAAQ7019	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	UMBRELLA LIAB / OCCUR EXCESS LIAB / CLAIMS-MADE DED X RETENTION $ 10,000			72SBAAQ7019	1/1/2021	1/1/2022	EACH OCCURRENCE AGGREGATE	$ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		72WECVK8727	1/1/2021	1/1/2022	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	Errors & Omissions Claims Made			121MPL0167514-00	3/1/2020	3/1/2021	Limit Deductible	2,000,000 10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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, where required by written contract, per form (SS00080405). General Liability is Primary & Non-Contributory per form (SS00080405). General Liability and Worker's Compensation Waiver of Subrogation per forms (SS00080405)(WC040306).

CERTIFICATE HOLDER

City of Palmdale
Housing Authority of the City of Palmdale
38300 Sierra Highway
Palmdale, CA 93550

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kathy Tran/KATHY

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QUICK REFERENCE
BUSINESS LIABILITY COVERAGE FORM
READ YOUR POLICY CAREFULLY

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BUSINESS LIABILITY COVERAGE FORM

Various provisions in this policy restrict coverage. Read the entire policy carefully to determine rights, duties and what is and is not covered.

Throughout this policy the words "you" and "your" refer to the Named Insured shown in the Declarations. The words "we", "us" and "our" refer to the stock insurance company member of The Hartford providing this insurance.

The word "insured" means any person or organization qualifying as such under Section **C.** - Who Is An Insured.

Other words and phrases that appear in quotation marks have special meaning. Refer to Section **G.** - Liability And Medical Expenses Definitions.

A. COVERAGES

1. **BUSINESS LIABILITY COVERAGE (BODILY INJURY, PROPERTY DAMAGE, PERSONAL AND ADVERTISING INJURY)**

   Insuring Agreement

   a. We will pay those sums that the insured becomes legally obligated to pay as damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend the insured against any "suit" seeking damages for "bodily injury", "property damage" or "personal and advertising injury" to which this insurance does not apply.

   We may, at our discretion, investigate any "occurrence" or offense and settle any claim or "suit" that may result. But:

   (1) The amount we will pay for damages is limited as described in Section **D.** - Liability And Medical Expenses Limits Of Insurance; and

   (2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments, settlements or medical expenses to which this insurance applies.

   No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Coverage Extension - Supplementary Payments.

   b. This insurance applies:

   (1) To "bodily injury" and "property damage" only if:

   (a) The "bodily injury" or "property damage" is caused by an "occurrence" that takes place in the "coverage territory";

   (b) The "bodily injury" or "property damage" occurs during the policy period; and

   (c) Prior to the policy period, no insured listed under Paragraph **1.** of Section **C.** – Who Is An Insured and no "employee" authorized by you to give or receive notice of an "occurrence" or claim, knew that the "bodily injury" or "property damage" had occurred, in whole or in part. If such a listed insured or authorized "employee" knew, prior to the policy period, that the "bodily injury" or "property damage" occurred, then any continuation, change or resumption of such "bodily injury" or "property damage" during or after the policy period will be deemed to have been known prior to the policy period.

   (2) To "personal and advertising injury" caused by an offense arising out of your business, but only if the offense was committed in the "coverage territory" during the policy period.

   c. "Bodily injury" or "property damage" will be deemed to have been known to have occurred at the earliest time when any insured listed under Paragraph **1.** of Section **C.** – Who Is An Insured or any "employee" authorized by you to give or receive notice of an "occurrence" or claim:

   (1) Reports all, or any part, of the "bodily injury" or "property damage" to us or any other insurer;

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(2) Receives a written or verbal demand or claim for damages because of the "bodily injury" or "property damage"; or

(3) Becomes aware by any other means that "bodily injury" or "property damage" has occurred or has begun to occur.

d. Damages because of "bodily injury" include damages claimed by any person or organization for care, loss of services or death resulting at any time from the "bodily injury".

e. **Incidental Medical Malpractice**

(1) "Bodily injury" arising out of the rendering of or failure to render professional health care services as a physician, dentist, nurse, emergency medical technician or paramedic shall be deemed to be caused by an "occurrence", but only if:

(a) The physician, dentist, nurse, emergency medical technician or paramedic is employed by you to provide such services; and

(b) You are not engaged in the business or occupation of providing such services.

(2) For the purpose of determining the limits of insurance for incidental medical malpractice, any act or omission together with all related acts or omissions in the furnishing of these services to any one person will be considered one "occurrence".

2. **MEDICAL EXPENSES**

Insuring Agreement

a. We will pay medical expenses as described below for "bodily injury" caused by an accident:

(1) On premises you own or rent;

(2) On ways next to premises you own or rent; or

(3) Because of your operations;

provided that:

(1) The accident takes place in the "coverage territory" and during the policy period;

(2) The expenses are incurred and reported to us within three years of the date of the accident; and

(3) The injured person submits to examination, at our expense, by physicians of our choice as often as we reasonably require.

b. We will make these payments regardless of fault. These payments will not exceed the applicable limit of insurance. We will pay reasonable expenses for:

(1) First aid administered at the time of an accident;

(2) Necessary medical, surgical, x-ray and dental services, including prosthetic devices; and

(3) Necessary ambulance, hospital, professional nursing and funeral services.

3. **COVERAGE EXTENSION - SUPPLEMENTARY PAYMENTS**

a. We will pay, with respect to any claim or "suit" we investigate or settle, or any "suit" against an insured we defend:

(1) All expenses we incur.

(2) Up to $1,000 for the cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which Business Liability Coverage for "bodily injury" applies. We do not have to furnish these bonds.

(3) The cost of appeal bonds or bonds to release attachments, but only for bond amounts within the applicable limit of insurance. We do not have to furnish these bonds.

(4) All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $500 a day because of time off from work.

(5) All costs taxed against the insured in the "suit".

(6) Prejudgment interest awarded against the insured on that part of the judgment we pay. If we make an offer to pay the applicable limit of insurance, we will not pay any prejudgment interest based on that period of time after the offer.

(7) All interest on the full amount of any judgment that accrues after entry of the judgment and before we have paid, offered to pay, or deposited in court the part of the judgment that is within the applicable limit of insurance.

Any amounts paid under **(1)** through **(7)** above will not reduce the limits of insurance.

b. If we defend an insured against a "suit" and an indemnitee of the insured is also named as a party to the "suit", we will defend that indemnitee if all of the following conditions are met:

(1) The "suit" against the indemnitee seeks damages for which the insured has assumed the liability of the indemnitee in a contract or agreement that is an "insured contract";

(2) This insurance applies to such liability assumed by the insured;

(3) The obligation to defend, or the cost of the defense of, that indemnitee, has also been assumed by the insured in the same "insured contract";

(4) The allegations in the "suit" and the information we know about the "occurrence" are such that no conflict appears to exist between the interests of the insured and the interest of the indemnitee;

(5) The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such "suit" and agree that we can assign the same counsel to defend the insured and the indemnitee; and

(6) The indemnitee:

(a) Agrees in writing to:

(i) Cooperate with us in the investigation, settlement or defense of the "suit";

(ii) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the "suit";

(iii) Notify any other insurer whose coverage is available to the indemnitee; and

(iv) Cooperate with us with respect to coordinating other applicable insurance available to the indemnitee; and

(b) Provides us with written authorization to:

(i) Obtain records and other information related to the "suit"; and

(ii) Conduct and control the defense of the indemnitee in such "suit".

So long as the above conditions are met, attorneys' fees incurred by us in the defense of that indemnitee, necessary litigation expenses incurred by us and necessary litigation expenses incurred by the indemnitee at our request will be paid as Supplementary Payments.

Notwithstanding the provisions of Paragraph **1.b.(b)** of Section **B.** – Exclusions, such payments will not be deemed to be damages for "bodily injury" and "property damage" and will not reduce the Limits of Insurance.

Our obligation to defend an insured's indemnitee and to pay for attorneys' fees and necessary litigation expenses as Supplementary Payments ends when:

(1) We have used up the applicable limit of insurance in the payment of judgments or settlements; or

(2) The conditions set forth above, or the terms of the agreement described in Paragraph **(6)** above, are no longer met.

B. EXCLUSIONS

1. Applicable To Business Liability Coverage

This insurance does not apply to:

a. Expected Or Intended Injury

(1) "Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property; or

(2) "Personal and advertising injury" arising out of an offense committed by, at the direction of or with the consent or acquiescence of the insured with the expectation of inflicting "personal and advertising injury".

b. Contractual Liability

(1) "Bodily injury" or "property damage"; or

(2) "Personal and advertising injury"

for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement.

This exclusion does not apply to liability for damages because of:

(a) "Bodily injury", "property damage" or "personal and advertising injury" that the insured would have in the absence of the contract or agreement; or

(b) "Bodily injury" or "property damage" assumed in a contract or agreement that is an "insured contract", provided the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. Solely for the purpose of liability assumed in an "insured contract", reasonable attorneys' fees and necessary litigation expenses incurred by or for a party other than an insured are deemed to be damages because of "bodily injury" or "property damage" provided:

(i) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same "insured contract", and

(ii) Such attorneys' fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

c. Liquor Liability

"Bodily injury" or "property damage" for which any insured may be held liable by reason of:

(1) Causing or contributing to the intoxication of any person;

(2) The furnishing of alcoholic beverages to a person under the legal drinking age or under the influence of alcohol; or

(3) Any statute, ordinance or regulation relating to the sale, gift, distribution or use of alcoholic beverages.

This exclusion applies only if you are in the business of manufacturing, distributing, selling, serving or furnishing alcoholic beverages.

d. Workers' Compensation And Similar Laws

Any obligation of the insured under a workers' compensation, disability benefits or unemployment compensation law or any similar law.

e. Employer's Liability

"Bodily injury" to:

(1) An "employee" of the insured arising out of and in the course of:

(a) Employment by the insured; or

(b) Performing duties related to the conduct of the insured's business, or

(2) The spouse, child, parent, brother or sister of that "employee" as a consequence of (1) above.

This exclusion applies:

(1) Whether the insured may be liable as an employer or in any other capacity; and

(2) To any obligation to share damages with or repay someone else who must pay damages because of the injury.

This exclusion does not apply to liability assumed by the insured under an "insured contract".

f. Pollution

(1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":

(a) At or from any premises, site or location which is or was at any time owned or occupied by, or rented or loaned to any insured. However, this subparagraph does not apply to:

(i) "Bodily injury" if sustained within a building and caused by smoke, fumes, vapor or soot produced by or originating from equipment that is used to heat, cool or dehumidify the building, or equipment that is used to heat water for personal use, by the building's occupants or their guests;

(ii) "Bodily injury" or "property damage" for which you may be held liable, if you are a contractor and the owner or lessee of such premises, site or location has been added to your policy as an additional insured with respect to your ongoing operations performed for that additional insured at that premises, site or location and such premises, site or location is not and never was owned or occupied by, or rented or loaned to, any insured, other than that additional insured; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire";

(b) At or from any premises, site or location which is or was at any time used by or for any insured or others for the handling, storage, disposal, processing or treatment of waste;

(c) Which are or were at any time transported, handled, stored, treated, disposed of, or processed as waste by or for:

(i) Any insured; or

(ii) Any person or organization for whom you may be legally responsible;

(d) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the "pollutants" are brought on or to the premises, site or location in connection with such operations by such insured, contractor or subcontractor. However, this subparagraph does not apply to:

(i) "Bodily injury" or "property damage" arising out of the escape of fuels, lubricants or other operating fluids which are needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of "mobile equipment" or its parts, if such fuels, lubricants or other operating fluids escape from a vehicle part designed to hold, store or receive them. This exception does not apply if the "bodily injury" or "property damage" arises out of the intentional discharge, dispersal or release of the fuels, lubricants or other operating fluids, or if such fuels, lubricants or other operating fluids are brought on or to the premises, site or location with the intent that they be discharged, dispersed or released as part of the operations being performed by such insured, contractor or subcontractor;

(ii) "Bodily injury" or "property damage" sustained within a building and caused by the release of gases, fumes or vapors from materials brought into that building in connection with operations being performed by you or on your behalf by a contractor or subcontractor; or

(iii) "Bodily injury" or "property damage" arising out of heat, smoke or fumes from a "hostile fire"; or

(e) At or from any premises, site or location on which any insured or any contractors or subcontractors working directly or indirectly on any insured's behalf are performing operations if the operations are to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants".

(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(b) Claim or suit by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of, "pollutants".

However, this paragraph does not apply to liability for damages because of "property damage" that the insured would have in the absence of such request, demand, order or statutory or regulatory requirement, or such claim or "suit" by or on behalf of a governmental authority.

g. Aircraft, Auto Or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft owned or operated by or rented or loaned to any insured. Use includes operation and "loading or unloading".

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to:

(1) A watercraft while ashore on premises you own or rent;

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

(b) Not being used to carry persons for a charge;

(3) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;

(4) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft;

(5) "Bodily injury" or "property damage" arising out of the operation of any of the equipment listed in Paragraph **f.(2)** or **f.(3)** of the definition of "mobile equipment"; or

(6) An aircraft that is not owned by any insured and is hired, chartered or loaned with a paid crew. However, this exception does not apply if the insured has any other insurance for such "bodily injury" or "property damage", whether the other insurance is primary, excess, contingent or on any other basis.

h. Mobile Equipment

"Bodily injury" or "property damage" arising out of:

(1) The transportation of "mobile equipment" by an "auto" owned or operated by or rented or loaned to any insured; or

(2) The use of "mobile equipment" in, or while in practice or preparation for, a prearranged racing, speed or demolition contest or in any stunting activity.

i. War

"Bodily injury", "property damage" or "personal and advertising injury", however caused, arising, directly or indirectly, out of:

(1) War, including undeclared or civil war;

(2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or

(3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.

j. Professional Services

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or failure to render any professional service. This includes but is not limited to:

(1) Legal, accounting or advertising services;

(2) Preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications;

(3) Supervisory, inspection, architectural or engineering activities;

(4) Medical, surgical, dental, x-ray or nursing services treatment, advice or instruction;

(5) Any health or therapeutic service treatment, advice or instruction;

(6) Any service, treatment, advice or instruction for the purpose of appearance or skin enhancement, hair removal or replacement or personal grooming;

(7) Optical or hearing aid services including the prescribing, preparation, fitting, demonstration or distribution of ophthalmic lenses and similar products or hearing aid devices;

(8) Optometry or optometric services including but not limited to examination of the eyes and the prescribing, preparation, fitting,demonstration or distribution of ophthalmic lenses and similar products;

(9) Any:

(a) Body piercing (not including ear piercing);

(b) Tattooing, including but not limited to the insertion of pigments into or under the skin; and

(c) Similar services;

(10) Services in the practice of pharmacy; and

(11) Computer consulting, design or programming services, including web site design.

Paragraphs **(4)** and **(5)** of this exclusion do not apply to the Incidental Medical Malpractice coverage afforded under Paragraph **1.e.** in Section **A.** - Coverages.

k. Damage To Property

"Property damage" to:

(1) Property you own, rent or occupy, including any costs or expenses incurred by you, or any other person, organization or entity, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;

(2) Premises you sell, give away or abandon, if the "property damage" arises out of any part of those premises;

(3) Property loaned to you;

(4) Personal property in the care, custody or control of the insured;

(5) That particular part of real property on which you or any contractors or subcontractors working directly or indirectly on your behalf are performing operations, if the "property damage" arises out of those operations; or

(6) That particular part of any property that must be restored, repaired or replaced because "your work" was incorrectly performed on it.

Paragraphs **(1)**, **(3)** and **(4)** of this exclusion do not apply to "property damage" (other than damage by fire) to premises, including the contents of such premises, rented to you for a period of 7 or fewer consecutive days. A separate Limit of Insurance applies to Damage To Premises Rented To You as described in Section **D.** - Limits Of Insurance.

Paragraph **(2)** of this exclusion does not apply if the premises are "your work" and were never occupied, rented or held for rental by you.

Paragraphs **(3)** and **(4)** of this exclusion do not apply to the use of elevators.

Paragraphs **(3)**, **(4)**, **(5)** and **(6)** of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraphs **(3)** and **(4)** of this exclusion do not apply to "property damage" to borrowed equipment while not being used to perform operations at a job site.

Paragraph **(6)** of this exclusion does not apply to "property damage" included in the "products-completed operations hazard".

l. Damage To Your Product

"Property damage" to "your product" arising out of it or any part of it.

m. Damage To Your Work

"Property damage" to "your work" arising out of it or any part of it and included in the "products-completed operations hazard".

This exclusion does not apply if the damaged work or the work out of which the damage arises was performed on your behalf by a subcontractor.

n. Damage To Impaired Property Or Property Not Physically Injured

"Property damage" to "impaired property" or property that has not been physically injured, arising out of:

(1) A defect, deficiency, inadequacy or dangerous condition in "your product" or "your work"; or

(2) A delay or failure by you or anyone acting on your behalf to perform a contract or agreement in accordance with its terms.

This exclusion does not apply to the loss of use of other property arising out of sudden and accidental physical injury to "your product" or "your work" after it has been put to its intended use.

o. Recall Of Products, Work Or Impaired Property

Damages claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

(1) "Your product";

(2) "Your work"; or

(3) "Impaired property";

if such product, work or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

p. Personal And Advertising Injury

"Personal and advertising injury":

(1) Arising out of oral, written or electronic publication of material, if done by or at the direction of the insured with knowledge of its falsity;

(2) Arising out of oral, written or electronic publication of material whose first publication took place before the beginning of the policy period;

(3) Arising out of a criminal act committed by or at the direction of the insured;

(4) Arising out of any breach of contract, except an implied contract to use another's "advertising idea" in your "advertisement";

(5) Arising out of the failure of goods, products or services to conform with any statement of quality or performance made in your "advertisement";

(6) Arising out of the wrong description of the price of goods, products or services;

(7) Arising out of any violation of any intellectual property rights such as copyright, patent, trademark, trade name, trade secret, service mark or other designation of origin or authenticity.

However, this exclusion does not apply to infringement, in your "advertisement", of

(a) Copyright;

(b) Slogan, unless the slogan is also a trademark, trade name, service mark or other designation of origin or authenticity; or

(c) Title of any literary or artistic work;

(8) Arising out of an offense committed by an insured whose business is:

(a) Advertising, broadcasting, publishing or telecasting;

(b) Designing or determining content of web sites for others; or

(c) An Internet search, access, content or service provider.

However, this exclusion does not apply to Paragraphs **a.**, **b.** and **c.** under the definition of "personal and advertising injury" in Section **G.** – Liability And Medical Expenses Definitions.

For the purposes of this exclusion, placing an "advertisement" for or linking to others on your web site, by itself, is not considered the business of advertising, broadcasting, publishing or telecasting;

(9) Arising out of an electronic chat room or bulletin board the insured hosts, owns, or over which the insured exercises control;

(10) Arising out of the unauthorized use of another's name or product in your e-mail address, domain name or metatags, or any other similar tactics to mislead another's potential customers;

(11) Arising out of the violation of a person's right of privacy created by any state or federal act.

However, this exclusion does not apply to liability for damages that the insured would have in the absence of such state or federal act;

(12) Arising out of:

(a) An "advertisement" for others on your web site;

(b) Placing a link to a web site of others on your web site;

(c) Content from a web site of others displayed within a frame or border on your web site. Content includes information, code, sounds, text, graphics or images; or

(d) Computer code, software or programming used to enable:

(i) Your web site; or

(ii) The presentation or functionality of an "advertisement" or other content on your web site;

(13) Arising out of a violation of any anti-trust law;

(14) Arising out of the fluctuation in price or value of any stocks, bonds or other securities; or

(15) Arising out of discrimination or humiliation committed by or at the direction of any "executive officer", director, stockholder, partner or member of the insured.

q. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data".

r. Employment-Related Practices

"Bodily injury" or "personal and advertising injury" to:

(1) A person arising out of any:

(a) Refusal to employ that person;

(b) Termination of that person's employment; or

(c) Employment-related practices, policies, acts or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation or discrimination directed at that person; or

(2) The spouse, child, parent, brother or sister of that person as a consequence of "bodily injury" or "personal and advertising injury" to the person at whom any of the employment-related practices described in Paragraphs **(a)**, **(b)**, or **(c)** above is directed.

This exclusion applies:

(1) Whether the insured may be liable as an employer or in any other capacity; and

(2) To any obligation to share damages with or repay someone else who must pay damages because of the injury.

s. Asbestos

(1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of the "asbestos hazard".

(2) Any damages, judgments, settlements, loss, costs or expenses that:

(a) May be awarded or incurred by reason of any claim or suit alleging actual or threatened injury or damage of any nature or kind to persons or property which would not have occurred in whole or in part but for the "asbestos hazard";

(b) Arise out of any request, demand, order or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, encapsulate, contain, treat, detoxify or neutralize or in any way respond to or assess the effects of an "asbestos hazard"; or

(c) Arise out of any claim or suit for damages because of testing for, monitoring, cleaning up, removing, encapsulating, containing, treating, detoxifying or neutralizing or in any way responding to or assessing the effects of an "asbestos hazard".

t. Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Information

"Bodily injury", "property damage", or "personal and advertising injury" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law; or

(3) Any statute, ordinance or regulation, other than the TCPA or CAN-SPAM Act of 2003, that prohibits or limits the sending, transmitting, communicating or distribution of material or information.

Damage To Premises Rented To You – Exception For Damage By Fire, Lightning or Explosion

Exclusions **c.** through **h.** and **k.** through **o.** do not apply to damage by fire, lightning or explosion to premises rented to you or temporarily occupied by you with permission of the owner. A separate Limit of Insurance applies to this coverage as described in Section **D.** - Liability And Medical Expenses Limits Of Insurance.

2. **Applicable To Medical Expenses Coverage**

   We will not pay expenses for "bodily injury":

   a. **Any Insured**
   To any insured, except "volunteer workers".

   b. **Hired Person**

   To a person hired to do work for or on behalf of any insured or a tenant of any insured.

   c. **Injury On Normally Occupied Premises**

   To a person injured on that part of premises you own or rent that the person normally occupies.

   d. **Workers' Compensation And Similar Laws**

   To a person, whether or not an "employee" of any insured, if benefits for the "bodily injury" are payable or must be provided under a workers' compensation or disability benefits law or a similar law.

   e. **Athletics Activities**

   To a person injured while practicing, instructing or participating in any physical exercises or games, sports or athletic contests.

   f. **Products-Completed Operations Hazard**

   Included with the "products-completed operations hazard".

   g. **Business Liability Exclusions**

   Excluded under Business Liability Coverage.

C. WHO IS AN INSURED

1. If you are designated in the Declarations as:

   a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

   b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.

   c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

   d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

   e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

2. Each of the following is also an insured:

   a. **Employees And Volunteer Workers**

   Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business.

   However, none of these "employees" or "volunteer workers" are insureds for:

   (1) "Bodily injury" or "personal and advertising injury":

   (a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), or to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

   (b) To the spouse, child, parent, brother or sister of that co-"employee" or that "volunteer worker" as a consequence of Paragraph **(1)(a)** above;

   (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs **(1)(a)** or **(b)** above; or

   (d) Arising out of his or her providing or failing to provide professional health care services.

   If you are not in the business of providing professional health care services, Paragraph **(d)** does not apply to any nurse, emergency medical technician or paramedic employed by you to provide such services.

   (2) "Property damage" to property:

   (a) Owned, occupied or used by,

(b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Real Estate Manager

Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.

c. Temporary Custodians Of Your Property

Any person or organization having proper temporary custody of your property if you die, but only:

(1) With respect to liability arising out of the maintenance or use of that property; and

(2) Until your legal representative has been appointed.

d. Legal Representative If You Die

Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this insurance.

e. Unnamed Subsidiary

Any subsidiary and subsidiary thereof, of yours which is a legally incorporated entity of which you own a financial interest of more than 50% of the voting stock on the effective date of this Coverage Part.

The insurance afforded herein for any subsidiary not shown in the Declarations as a named insured does not apply to injury or damage with respect to which an insured under this insurance is also an insured under another policy or would be an insured under such policy but for its termination or upon the exhaustion of its limits of insurance.

3. Newly Acquired Or Formed Organization

Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain financial interest of more than 50% of the voting stock, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and

b. Coverage under this provision does not apply to:

(1) "Bodily injury" or "property damage" that occurred; or

(2) "Personal and advertising injury" arising out of an offense committed

before you acquired or formed the organization.

4. Operator Of Mobile Equipment

With respect to "mobile equipment" registered in your name under any motor vehicle registration law, any person is an insured while driving such equipment along a public highway with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation of the equipment, and only if no other insurance of any kind is available to that person or organization for this liability. However, no person or organization is an insured with respect to:

a. "Bodily injury" to a co-"employee" of the person driving the equipment; or

b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

5. Operator of Nonowned Watercraft

With respect to watercraft you do not own that is less than 51 feet long and is not being used to carry persons for a charge, any person is an insured while operating such watercraft with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation of the watercraft, and only if no other insurance of any kind is available to that person or organization for this liability.

However, no person or organization is an insured with respect to:

a. "Bodily injury" to a co-"employee" of the person operating the watercraft; or

b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

6. Additional Insureds When Required By Written Contract, Written Agreement Or Permit

The person(s) or organization(s) identified in Paragraphs **a.** through **f.** below are additional insureds when you have agreed, in a written

contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under this provision only for that period of time required by the contract, agreement or permit.

However, no such person or organization is an additional insured under this provision if such person or organization is included as an additional insured by an endorsement issued by us and made a part of this Coverage Part, including all persons or organizations added as additional insureds under the specific additional insured coverage grants in Section F. – Optional Additional Insured Coverages.

a. Vendors

Any person(s) or organization(s) (referred to below as vendor), but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

(1) The insurance afforded to the vendor is subject to the following additional exclusions:

This insurance does not apply to:

(a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;

(b) Any express warranty unauthorized by you;

(c) Any physical or chemical change in the product made intentionally by the vendor;

(d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

(e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

(f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

(g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

(h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(i) The exceptions contained in Subparagraphs **(d)** or **(f)**; or

(ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

b. Lessors Of Equipment

(1) Any person or organization from whom you lease equipment; but only with respect to their liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.

(2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after you cease to lease that equipment.

c. Lessors Of Land Or Premises

(1) Any person or organization from whom you lease land or premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land or premises leased to you.

(2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:

(a) Any "occurrence" which takes place after you cease to lease that land or be a tenant in that premises; or

(b) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

d. Architects, Engineers Or Surveyors

(1) Any architect, engineer, or surveyor, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

(a) In connection with your premises; or

(b) In the performance of your ongoing operations performed by you or on your behalf.

(2) With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:

(a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or

(b) Supervisory, inspection, architectural or engineering activities.

e. Permits Issued By State Or Political Subdivisions

(1) Any state or political subdivision, but only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

(2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:

(a) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or

(b) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

f. Any Other Party

(1) Any other person or organization who is not an insured under Paragraphs **a.** through **e.** above, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

(a) In the performance of your ongoing operations;

(b) In connection with your premises owned by or rented to you; or

(c) In connection with "your work" and included within the "products-completed operations hazard", but only if

(i) The written contract or written agreement requires you to provide such coverage to such additional insured; and

(ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

(2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

(a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or

(b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section **D.** – Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section **E.** – Liability And Medical Expenses General Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

D. LIABILITY AND MEDICAL EXPENSES LIMITS OF INSURANCE

1. The Most We Will Pay

The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

a. Insureds;

b. Claims made or "suits" brought; or

c. Persons or organizations making claims or bringing "suits".

2. Aggregate Limits

The most we will pay for:

a. Damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard" is the Products-Completed Operations Aggregate Limit shown in the Declarations.

b. Damages because of all other "bodily injury", "property damage" or "personal and advertising injury", including medical expenses, is the General Aggregate Limit shown in the Declarations.

This General Aggregate Limit applies separately to each of your "locations" owned by or rented to you.

"Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway or right-of-way of a railroad.

This General Aggregate limit does not apply to "property damage" to premises while rented to you or temporarily occupied by you with permission of the owner, arising out of fire, lightning or explosion.

3. Each Occurrence Limit

Subject to **2.a.** or **2.b** above, whichever applies, the most we will pay for the sum of all damages because of all "bodily injury", "property damage" and medical expenses arising out of any one "occurrence" is the Liability and Medical Expenses Limit shown in the Declarations.

The most we will pay for all medical expenses because of "bodily injury" sustained by any one person is the Medical Expenses Limit shown in the Declarations.

4. Personal And Advertising Injury Limit

Subject to **2.b.** above, the most we will pay for the sum of all damages because of all "personal and advertising injury" sustained by any one person or organization is the Personal and Advertising Injury Limit shown in the Declarations.

5. Damage To Premises Rented To You Limit

The Damage To Premises Rented To You Limit is the most we will pay under Business Liability Coverage for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning or explosion, while rented to you or temporarily occupied by you with permission of the owner.

In the case of damage by fire, lightning or explosion, the Damage to Premises Rented To You Limit applies to all damage proximately caused by the same event, whether such damage results from fire, lightning or explosion or any combination of these.

6. How Limits Apply To Additional Insureds

The most we will pay on behalf of a person or organization who is an additional insured under this Coverage Part is the lesser of:

a. The limits of insurance specified in a written contract, written agreement or permit issued by a state or political subdivision; or

b. The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to the Limits of Insurance shown in the Declarations and described in this Section.

If more than one limit of insurance under this policy and any endorsements attached thereto applies to any claim or "suit", the most we will pay under this policy and the endorsements is the single highest limit of liability of all coverages applicable to such claim or "suit". However, this paragraph does not apply to the Medical Expenses limit set forth in Paragraph **3.** above.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

E. LIABILITY AND MEDICAL EXPENSES GENERAL CONDITIONS

1. Bankruptcy

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

2. Duties In The Event Of Occurrence, Offense, Claim Or Suit

a. Notice Of Occurrence Or Offense

You or any additional insured must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

(1) How, when and where the "occurrence" or offense took place;

(2) The names and addresses of any injured persons and witnesses; and

(3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

b. Notice Of Claim

If a claim is made or "suit" is brought against any insured, you or any additional insured must:

(1) Immediately record the specifics of the claim or "suit" and the date received; and

(2) Notify us as soon as practicable.

You or any additional insured must see to it that we receive a written notice of the claim or "suit" as soon as practicable.

c. Assistance And Cooperation Of The Insured

You and any other involved insured must:

(1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";

(2) Authorize us to obtain records and other information;

(3) Cooperate with us in the investigation, settlement of the claim or defense against the "suit"; and

(4) Assist us, upon our request, in the enforcement of any right against any person or organization that may be liable to the insured because of injury or damage to which this insurance may also apply.

d. Obligations At The Insured's Own Cost

No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

e. Additional Insured's Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance.

f. Knowledge Of An Occurrence, Offense, Claim Or Suit

Paragraphs **a.** and **b.** apply to you or to any additional insured only when such "occurrence", offense, claim or "suit" is known to:

(1) You or any additional insured that is an individual;

(2) Any partner, if you or an additional insured is a partnership;

(3) Any manager, if you or an additional insured is a limited liability company;

(4) Any "executive officer" or insurance manager, if you or an additional insured is a corporation;

(5) Any trustee, if you or an additional insured is a trust; or

(6) Any elected or appointed official, if you or an additional insured is a political subdivision or public entity.

This Paragraph **f.** applies separately to you and any additional insured.

3. **Financial Responsibility Laws**

   a. When this policy is certified as proof of financial responsibility for the future under the provisions of any motor vehicle financial responsibility law, the insurance provided by the policy for "bodily injury" liability and "property damage" liability will comply with the provisions of the law to the extent of the coverage and limits of insurance required by that law.

   b. With respect to "mobile equipment" to which this insurance applies, we will provide any liability, uninsured motorists, underinsured motorists, no-fault or other coverage required by any motor vehicle law. We will provide the required limits for those coverages.

4. **Legal Action Against Us**

   No person or organization has a right under this Coverage Form:

   a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or

   b. To sue us on this Coverage Form unless all of its terms have been fully complied with.

   A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this insurance or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

5. **Separation Of Insureds**

   Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this policy to the first Named Insured, this insurance applies:

   a. As if each Named Insured were the only Named Insured; and

   b. Separately to each insured against whom a claim is made or "suit" is brought.

6. **Representations**

   a. When You Accept This Policy

   By accepting this policy, you agree:

   (1) The statements in the Declarations are accurate and complete;

   (2) Those statements are based upon representations you made to us; and

   (3) We have issued this policy in reliance upon your representations.

   b. Unintentional Failure To Disclose Hazards

   If unintentionally you should fail to disclose all hazards relating to the conduct of your business at the inception date of this Coverage Part, we shall not deny any coverage under this Coverage Part because of such failure.

7. **Other Insurance**

   If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

   a. Primary Insurance

   This insurance is primary except when **b.** below applies. If other insurance is also primary, we will share with all that other insurance by the method described in **c.** below.

   b. Excess Insurance

   This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

   (1) Your Work

   That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

   (2) Premises Rented To You

   That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

   (3) Tenant Liability

   That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

   (4) Aircraft, Auto Or Watercraft

   If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section **A.** – Coverages.

   (5) Property Damage To Borrowed Equipment Or Use Of Elevators

   If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion **k.** of Section **A.** – Coverages.

(6) When You Are Added As An Additional Insured To Other Insurance

That is other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance; or

(7) When You Add Others As An Additional Insured To This Insurance

That is other insurance available to an additional insured.

However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

(a) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in **c.** below.

(b) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs **(a)** and **(b)** do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty under this Coverage Part to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

8. Transfer Of Rights Of Recovery Against Others To Us

a. Transfer Of Rights Of Recovery

If the insured has rights to recover all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them. This condition does not apply to Medical Expenses Coverage.

b. Waiver Of Rights Of Recovery (Waiver Of Subrogation)

If the insured has waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided the insured waived their rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage.

F. OPTIONAL ADDITIONAL INSURED COVERAGES

If listed or shown as applicable in the Declarations, one or more of the following Optional Additional Insured Coverages also apply. When any of these Optional Additional Insured Coverages apply, Paragraph **6.** (Additional Insureds When Required by Written Contract, Written Agreement or Permit) of Section **C.**, Who Is An Insured, does not apply to the person or organization shown in the Declarations. These coverages are subject to the terms and conditions applicable to Business Liability Coverage in this policy, except as provided below:

1. **Additional Insured - Designated Person Or Organization**

   WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

   a. In the performance of your ongoing operations; or

   b. In connection with your premises owned by or rented to you.

2. **Additional Insured - Managers Or Lessors Of Premises**

   a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Designated Person Or Organization; but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Declarations.

   b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

   This insurance does not apply to:

   (1) Any "occurrence" which takes place after you cease to be a tenant in that premises; or

   (2) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

3. **Additional Insured - Grantor Of Franchise**

   WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured - Grantor Of Franchise, but only with respect to their liability as grantor of franchise to you.

4. **Additional Insured - Lessor Of Leased Equipment**

   a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Lessor of Leased Equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s).

   b. With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after you cease to lease that equipment.

5. **Additional Insured - Owners Or Other Interests From Whom Land Has Been Leased**

   a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Owners Or Other Interests From Whom Land Has Been Leased, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land leased to you and shown in the Declarations.

   b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

   This insurance does not apply to:

   (1) Any "occurrence" that takes place after you cease to lease that land; or

   (2) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

6. **Additional Insured - State Or Political Subdivision – Permits**

   a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the state or political subdivision shown in the Declarations as an Additional

Insured – State Or Political Subdivision - Permits, but only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

b. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

(1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or

(2) "Bodily injury" or "property damage" included in the "product-completed operations" hazard.

7. Additional Insured – Vendors

a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) (referred to below as vendor) shown in the Declarations as an Additional Insured - Vendor, but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

b. The insurance afforded to the vendor is subject to the following additional exclusions:

(1) This insurance does not apply to:

(a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;

(b) Any express warranty unauthorized by you;

(c) Any physical or chemical change in the product made intentionally by the vendor;

(d) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

(e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

(f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

(g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

(h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(i) The exceptions contained in Subparagraphs **(d)** or **(f)**; or

(ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

8. Additional Insured – Controlling Interest

WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Controlling Interest, but only with respect to their liability arising out of:

a. Their financial control of you; or

b. Premises they own, maintain or control while you lease or occupy these premises.

This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

9. **Additional Insured – Owners, Lessees Or Contractors – Scheduled Person Or Organization**

   a. WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or organization(s) shown in the Declarations as an Additional Insured – Owner, Lessees Or Contractors, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

      (1) In the performance of your ongoing operations for the additional insured(s); or

      (2) In connection with "your work" performed for that additional insured and included within the "products-completed operations hazard", but only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

   b. With respect to the insurance afforded to these additional insureds, this insurance does not apply to "bodily injury", "property damage" or "personal an advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

      (1) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or

      (2) Supervisory, inspection, architectural or engineering activities.

10. **Additional Insured – Co-Owner Of Insured Premises**

    WHO IS AN INSURED under Section **C.** is amended to include as an additional insured the person(s) or Organization(s) shown in the Declarations as an Additional Insured – Co-Owner Of Insured Premises, but only with respect to their liability as co-owner of the premises shown in the Declarations.

The limits of insurance that apply to additional insureds are described in Section **D.** – Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section **E.** – Liability And Medical Expenses General Conditions.

G. LIABILITY AND MEDICAL EXPENSES DEFINITIONS

1. "Advertisement" means the widespread public dissemination of information or images that has the purpose of inducing the sale of goods, products or services through:

   a. **(1)** Radio;
      (2) Television;
      (3) Billboard;
      (4) Magazine;
      (5) Newspaper;

   b. The Internet, but only that part of a web site that is about goods, products or services for the purposes of inducing the sale of goods, products or services; or

   c. Any other publication that is given widespread public distribution.

   However, "advertisement" does not include:

   a. The design, printed material, information or images contained in, on or upon the packaging or labeling of any goods or products; or

   b. An interactive conversation between or among persons through a computer network.

2. "Advertising idea" means any idea for an "advertisement".

3. "Asbestos hazard" means an exposure or threat of exposure to the actual or alleged properties of asbestos and includes the mere presence of asbestos in any form.

4. "Auto" means a land motor vehicle, trailer or semi-trailer designed for travel on public roads, including any attached machinery or equipment. But "auto" does not include "mobile equipment".

5. "Bodily injury" means physical:

   a. Injury;

   b. Sickness; or

   c. Disease

   sustained by a person and, if arising out of the above, mental anguish or death at any time.

6. "Coverage territory" means:

a. The United States of America (including its territories and possessions), Puerto Rico and Canada;

b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in a. above;

c. All other parts of the world if the injury or damage arises out of:

(1) Goods or products made or sold by you in the territory described in a. above;

(2) The activities of a person whose home is in the territory described in a. above, but is away for a short time on your business; or

(3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication

provided the insured's responsibility to pay damages is determined in the United States of America (including its territories and possessions), Puerto Rico or Canada, in a "suit" on the merits according to the substantive law in such territory, or in a settlement we agree to.

7. "Electronic data" means information, facts or programs:

a. Stored as or on;

b. Created or used on; or

c. Transmitted to or from

computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

8. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".

9. "Executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document.

10. "Hostile fire" means one which becomes uncontrollable or breaks out from where it was intended to be.

11. "Impaired property" means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:

a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or

b. You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by:

a. The repair, replacement, adjustment or removal of "your product" or "your work"; or

b. Your fulfilling the terms of the contract or agreement.

12. "Insured contract" means:

a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning or explosion to premises while rented to you or temporarily occupied by you with permission of the owner is subject to the Damage To Premises Rented To You limit described in Section **D.** – Liability and Medical Expenses Limits of Insurance.

b. A sidetrack agreement;

c. Any easement or license agreement, including an easement or license agreement in connection with construction or demolition operations on or within 50 feet of a railroad;

d. Any obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;

e. An elevator maintenance agreement; or

f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization, provided the "bodily injury" or "property damage" is caused, in whole or in part, by you or by those acting on your behalf. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph **f.** includes that part of any contract or agreement that indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing.

However, Paragraph **f.** does not include that part of any contract or agreement:

(1) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:

(a) Preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or

(b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or

(2) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in (1) above and supervisory, inspection, architectural or engineering activities.

13. "Leased worker" means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

14. "Loading or unloading" means the handling of property:

a. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";

b. While it is in or on an aircraft, watercraft or "auto"; or

c. While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

15. "Mobile equipment" means any of the following types of land vehicles, including any attached machinery or equipment:

a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;

b. Vehicles maintained for use solely on or next to premises you own or rent;

c. Vehicles that travel on crawler treads;

d. Vehicles, whether self-propelled or not, on which are permanently mounted:

(1) Power cranes, shovels, loaders, diggers or drills; or

(2) Road construction or resurfacing equipment such as graders, scrapers or rollers;

e. Vehicles not described in **a.**, **b.**, **c.**, or **d.** above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:

(1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or

(2) Cherry pickers and similar devices used to raise or lower workers;

f. Vehicles not described in **a.**, **b.**, **c.**, or **d.** above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

(1) Equipment, of at least 1,000 pounds gross vehicle weight, designed primarily for:

(a) Snow removal;

(b) Road maintenance, but not construction or resurfacing; or

(c) Street cleaning;

(2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and

(3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

16. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.

17. "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:

a. False arrest, detention or imprisonment;

b. Malicious prosecution;

c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that the person occupies, committed by or on behalf of its owner, landlord or lessor;

d. Oral, written or electronic publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;

e. Oral, written or electronic publication of material that violates a person's right of privacy;

f. Copying, in your "advertisement", a person's or organization's "advertising idea" or style of "advertisement";

g. Infringement of copyright, slogan, or title of any literary or artistic work, in your "advertisement"; or

h. Discrimination or humiliation that results in injury to the feelings or reputation of a natural person.

18. "Pollutants" means any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

19. "Products-completed operations hazard";

a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

(1) Products that are still in your physical possession; or

(2) Work that has not yet been completed or abandoned. However, "your work" will be deemed to be completed at the earliest of the following times:

(a) When all of the work called for in your contract has been completed.

(b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.

(c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

The "bodily injury" or "property damage" must occur away from premises you own or rent, unless your business includes the selling, handling or distribution of "your product" for consumption on premises you own or rent.

b. Does not include "bodily injury" or "property damage" arising out of:

(1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured; or

(2) The existence of tools, uninstalled equipment or abandoned or unused materials.

20. "Property damage" means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or

b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of "occurrence" that caused it.

As used in this definition, "electronic data" is not tangible property.

21. "Suit" means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:

a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or

b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.

22. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.

23. "Volunteer worker" means a person who:

a. Is not your "employee";

b. Donates his or her work;

c. Acts at the direction of and within the scope of duties determined by you; and

d. Is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

24. "Your product":

a. Means:

(1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:

(a) You;

(b) Others trading under your name; or

(c) A person or organization whose business or assets you have acquired; and

(2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and

(2) The providing of or failure to provide warnings or instructions.

c. Does not include vending machines or other property rented to or located for the use of others but not sold.

25. "Your work":

a. Means:

(1) Work or operations performed by you or on your behalf; and

(2) Materials, parts or equipment furnished in connection with such work or operations.

b. Includes:

(1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work"; and

(2) The providing of or failure to provide warnings or instructions.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA

Policy Number: 72 WEC VK8727 **Endorsement Number:**
Effective Date: 01/01/21 Effective hour is the same as stated on the Information Page of the policy.
Named Insured and Address: RSG, INC.
17872 GILLETTE AVE STE 350
IRVINE CA 92614

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2 % of the California workers' compensation premium otherwise due on such remuneration.

SCHEDULE

Person or Organization	**Job Description**
Any person or organization for whom you are required by written contract or agreement to obtain this waiver of rights from us	

Countersigned by _____
Authorized Representative

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE CONSULTANT AGREEMENT WITH LAND REPORTS COMPANY, RICK (FREDERICK) JONES, FOR ACTING CITY LAND SURVEYOR AND PLAN CHECK SERVICES IN THE AMOUNT OF $200,000 FOR A TERM OF ONE YEAR**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Agreement No. A-8895, with Land Reports Company, Rick (Frederick) Jones, for Acting City Land Surveyor and plan check services in the amount of $200,000 for a term of one year; and,

2. Authorize the City Manager or her designee to execute Agreement No. A-8895, with Land Reports Company, Rick (Frederick) Jones, including minimal and/or non-substantive changes.

BACKGROUND

An Acting City Surveyor provides services for developer map reviews, lot line adjustments reviews, certificates of compliance reviews, legal descriptions, right-of-way and easements reviews, boundary analysis, easement effects reviews, and topographic mapping. Other services include surveying title and easement disputes, boundary surveying conflicts, National Mapping Standards (of accuracy) for Topographic Mapping, GPS Monitoring accuracy, and survey monument preservation.

DISCUSSION

Previously, consultant Annealta provided the Acting City Land Surveyor and plan check services through their sub-consultant, Rick Jones of Land Reports Company. Annealta's contract has expired. It is in the City's best interest to contract with Land Reports Company to allow for uninterrupted plan check services. The services provided by Rick

Jones through the Annealta contract were satisfactory to City staff. Rick Jones has agreed to continue the services.

FISCAL IMPACT

$200,000; Acting City Surveyor plan check services are typically billed 70-75% of the developer's project fees. If additional services outside of developer projects are needed, they will be billed at rates comparable to other engineering/surveyor companies and charged against the appropriate project account.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

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

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-8895 with Land Reports Company

AGREEMENT No. A-8895
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND LAND REPORTS COMPANY, RICK (FREDERICK) JONES

THIS CONTRACT FOR SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale, a municipal corporation (hereinafter referred to as "CITY"), and LAND REPORTS COMPANY, RICK (FREDERICK) JONES, a sole proprietor, (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

R E C I T A L S

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 the department 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 all work as set forth in the details below:

Acting City Land Surveyor and plan check services.
Professional support services will include:
Civil Engineering: Property damage – Storm water diversion; Storm Water Pollution Prevention (SWPPP)
Land Surveying: Title & Easement disputes; Boundary Surveying conflicts; National Mapping Standards (of accuracy) for Topographic Mapping; Portuguese Bend Landslide; GPS Monitoring accuracy and survey monument preservation.
Services also includes: Maps Review, Lot Line Adjustments Review, Certificates of Compliance Review, Legal Descriptions, Right of Way, and Easements Review, Boundary Analysis, Easement Effects, and Topographic Mapping.

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

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 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 set forth below:

Principal, Rick (Frederick) Jones; R.C.E., L.S., QSD/P, QISP

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 herein. 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 ACCEPTANCE AND DOCUMENTATION: Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

4.1 **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.

4.2 **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 PRICE: CITY shall pay to CONTRACTOR an amount not to exceed One Hundred Fifty ThousandDollars ($150000.00) for the completion of all the work and services described herein, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as set forth in the following Fee Schedule:

5.1 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.

5.2 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.

5.3 **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.

6 CONTRACT TERM.

6.1 The term of Contract is one calendar year (1) years, commencing on the date the Contract is executed by the last party to sign, with CITY reserving the option to extend the agreement for additional terms of one year each. The maximum total term of Contract shall be five (5) years.

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

CONTRACTOR agrees to indemnify, defend and hold harmless CITY, its officers, agents and employees, from and against all claims, losses, obligations, or liability which arise out of, or are in any way related to, the CONTRACTOR’s acts, errors or omissions, or those of its employees or agents under 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 Professional Liability (Errors & Omissions) Insurance*

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

10.1.3 Commercial General Liability

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

10.1.4 Commercial Automobile Liability

- $1,000,000.00 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 Certificate and endorsements shall state that: "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 on 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 insureds. Within five (5) days of written requests 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 coverages must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; additional insured form 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 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

10.8.3 *When professional (E&O) liability coverage is provided on a “claims made basis”, CONTRACTOR will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONTRACTOR, or its officers, employees, or agents during the time this Agreement was in effect.

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

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

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 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, marital status, sexual orientation or age. 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, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

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

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

SIGNATURE AREA

William P. Curley, III
City Attorney

ATTEST:

SIGNATURE AREA

Roxanne Faber
City Clerk

LAND REPORTS COMPANY, RICK (FREDERICK) JONES

SIGNATURE AREA

Rick (Frederick) Jones,
Principal

ADDRESS FOR NOTICE:
LAND REPORTS COMPANY, RICK (FREDERICK) JONES
7100 Capistrano Avenue
West Hills, CA 91307

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

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

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1**

SUBJECT: **NOTICE OF COMPLETION – ACCEPT PUBLIC SEWER IMPROVEMENTS FOR COPART LOCATED AT 42425 40TH STREET EAST**

RECOMMENDATION

Staff recommends that the City Council:

1. Accept the Notice of Completion (NOC) for completed public sewer improvements for Copart located at 42425 40th Street East; and,

2. Authorize the City Manager or her designee to file a NOC and release the security for the completed public sewer improvements.

BACKGROUND

This project, bounded by 35th Street East to 40th Street East and Avenue L-4 to Avenue L-8, constructed public sewer improvements in 35th Street East within the City's right-of-way. Improvements included a sewer mainline, laterals, and manholes. The public improvements have been 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 Palmdale Municipal Code (PMC). This Council action will accept the public sewer 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 sewer improvements for the project are listed in Exhibit "A" and shown in Exhibits "B" and "C", 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. After the developer fulfills a one-year maintenance period,

the sewer improvements will be transferred from the developer to the City's Maintenance Division.

FISCAL IMPACT

$2,000; the estimated additional maintenance and administrative costs are $2,000 annually. The sewer system's asset life span is anticipated to be 50 to 75 years, with a replacement cost of $180,000. Funds are made available annually in the Sewer Maintenance budget to manage and maintain these assets.

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 20-09
Exh A List of Completed Public Improvements 20-09
Exh B Site Map Location 20-09
Exh C Aerial Site Photo 20-09

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: **Sewer Improvements-Copart.**
5. A work of improvement on the property hereinafter described was completed on **May 20, 2024**
6. The work done was: "**Sewer Improvements-Copart**",
7. The name of the Contractor for such work of improvement: **Copart Inc.**
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: **West of 40th Street East North of Avenue L8.**
9. The address of said property is: **42425 40th Street East.**

Dated: **July 10, 2024**

CITY OF PALMDALE

_____
Lynn Glidden, P.E. Director of Public Work

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.

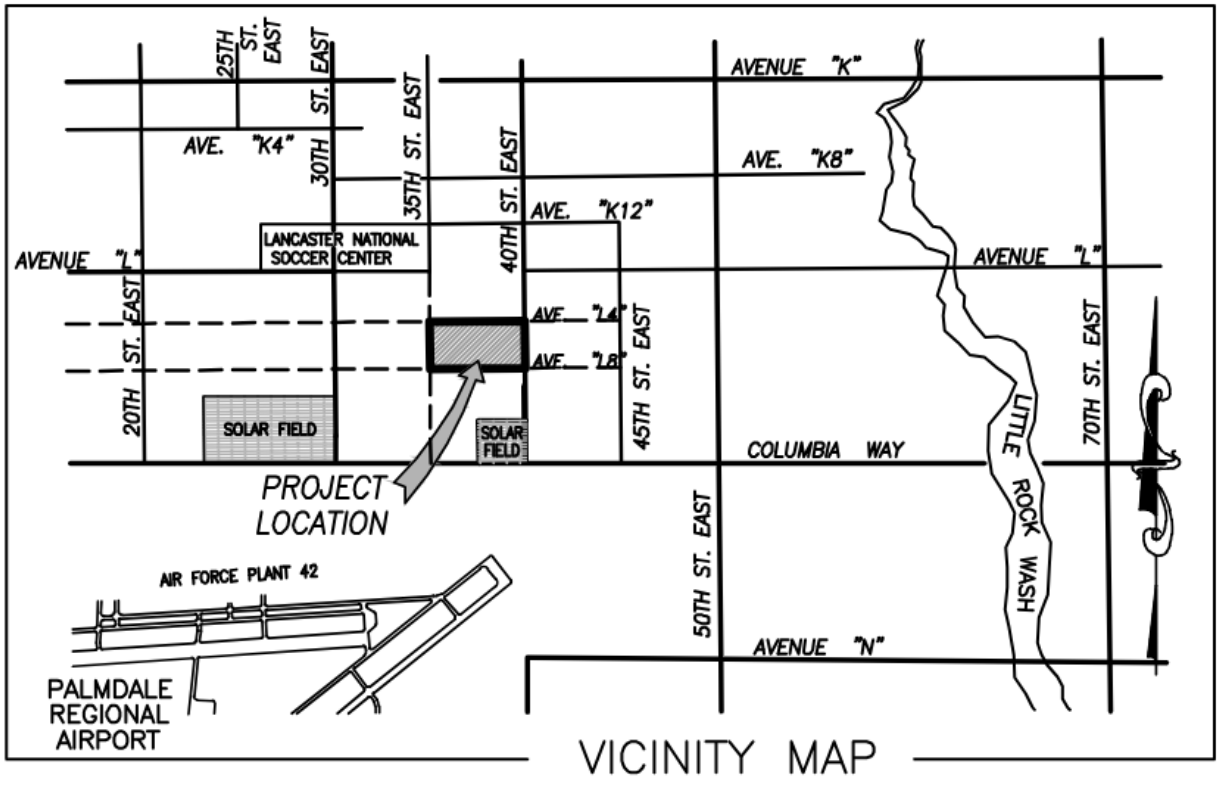
Executed on **July 10, 2024,** in the City of Palmdale, California.

_____
Lynn Glidden, P.E. Director of Public Works

EXHIBIT A
LIST OF COMPLETED PUBLIC IMPROVEMENTS

Tract/Project	Plan #	Quantity	Security
Copart Sewer Improvement	PC 20-09	2290 LF	$189,800

EXHIBIT B
SITE MAP





EHX C

35th Street East, North of Avenue L-8



City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **4**

SUBJECT: **NOTICE OF COMPLETION – ACCEPT PUBLIC SEWER AND DRAINAGE IMPROVEMENTS FOR TRACT 73068 LOCATED AT PALMDALE BOULEVARD & OAK STREET**

RECOMMENDATION

Staff recommends that the City Council:

1. Accept the Notice of Completion (NOC) for completed public sewer and drainage improvements for Tract 73068 located at Palmdale Boulevard & Oak Street; and,

2. Authorize the City Manager or her designee to file a NOC and release the security for the completed public sewer and drainage improvements.

BACKGROUND

This project, located on Palmdale Boulevard & Oak Street (52nd Street East), constructed public sewer and drainage improvements within Tract 73068 and within the City's existing right-of-way on Palmdale Boulevard. Improvements included sewer mainline and manholes, storm drain mainline, laterals and manholes, and curb opening catch basins. Said public improvements have been 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 Palmdale Municipal Code (PMC). This Council action will accept the public sewer and drainage improvements as complete and initiate the release of applicable securities posted for this project per the City's subdivision regulation.

The required public sewer and drainage improvements for the project are listed in Exhibit "A" and shown in Exhibits "B" and "C", 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. After the developer fulfills a one-year maintenance period, the improvements along Palmdale Boulevard and within Tract 73068 will be transferred from the developer to the City's Maintenance Division.

FISCAL IMPACT

$1,600; The estimated annual maintenance cost for the storm drain mainline and two associated catch basins is $1000. The asset lifespan of the storm drain assets is anticipated at 50 to 75 years, with an estimated replacement cost of $49,500. The referenced sanitary sewer system will be maintained with proportional funds collected through the annual sewer collection service charge (approximately $600 annually). The asset lifespan for the sewer infrastructure is the same, 50 to 75 years, with an estimated replacement cost estimate of $615,000. Funds are made available annually in the Street Maintenance and Sewer Maintenance budgets to manage and maintain these assets.

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 21-31
Exh A List of Completed Public Improvements 21-31
Exh B Site Map Location 21-31
Exh C Aerial Site Map 21-31

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: **Sewer and Drainage Improvements-TR73068.**
5. A work of improvement on the property hereinafter described was completed on **May 22, 2024**
6. The work done was: "**Sewer and Drainage Improvements-TR73068**",
7. The name of the Contractor for such work of improvement: **Maison's Palmdale Blvd. 170, LP.**
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: **Palmdale Boulevard and Oak Street.**
9. The address of said property is: **Tract 73068.**

Dated: **July 10, 2024**

CITY OF PALMDALE

Lynn Glidden, P.E. Director of Public Work

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.

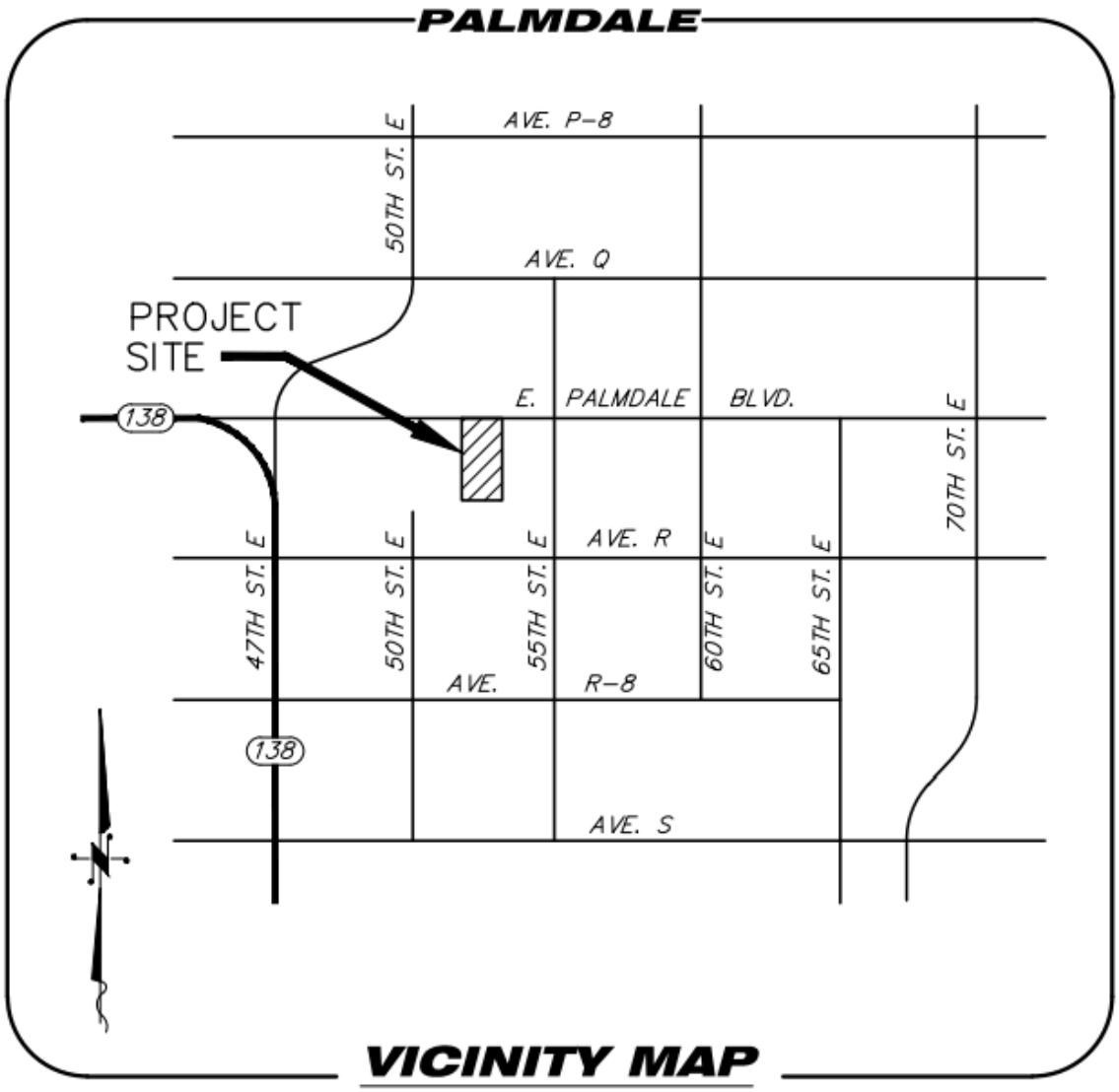
Executed on **July 10, 2024,** in the City of Palmdale, California.

Lynn Glidden, P.E. Director of Public Works

EXHIBIT A
LIST OF COMPLETED PUBLIC IMPROVEMENTS

Tract/Project	Plan #	Quantity	Security
TR73068 Sewer Improvement	PC 21-31	10,700LF	$740,700
TR73068 Drainage Improvement	SD 21-31	147 LF	$40,100

EXHIBIT B
SITE MAP



EHX C

Palmdale Blvd. & Oak Street





City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS**
ENGINEERING DIVISION

DISTRICT: **1**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-061, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ADOPTING THE JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, ACTING ON BEHALF OF THE COUNTY AND OTHER COUNTY ENTITIES, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY CEMETERY DISTRICT, THE BOARD OF TRUSTEES OF THE ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT, THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 20 OF LOS ANGELES COUNTY, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT, THE CITY OF PALMDALE, AND THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY-EAST KERN WATER AGENCY APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM ANNEXATION 40-157 (34-46), LOCAL AGENCY FORMATION COMMISSION DESIGNATION 2023-01, TO THE LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40, ANTELOPE VALLEY**

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Resolution No. CC 2024-061, A, a Resolution of the City Council of the City of Palmdale adopting the Joint Resolution of the Board of Supervisors of the County of Los Angeles, acting on behalf of the County and other entities, the Board of Directors of the Antelope Valley Cemetery District, the Board of Trustees of the Antelope Valley Mosquito and Vector Control District, the Board of Directors of the Antelope Valley Resource Conservation District, the City of Palmdale, and the Board of Directors of the Antelope Valley-East Kern Water Agency approving and accepting negotiated exchange of property tax revenues resulting from

Annexation 40-157 (34-46), Local Agency Formation Commission Designation 2023-01, to the Los Angeles County Waterworks District No. 40, Antelope Valley;

2. Authorize the Mayor to execute the Joint Tax Sharing Resolution No. CC 2024-061, approving and accepting the negotiated exchange of property tax revenues resulting from the annexation of property designated as Annexation 40-157 (34-46), local agency Formation Commission Designation 2023-01, to the Los Angeles County Waterworks District No. 40, Antelope Valley; and,

3. Authorize the Mayor to execute the Los Angeles County Joint Resolution, approving and accepting the negotiated exchange of property tax revenues resulting from the annexation of property designated as Annexation 40-157 (34-46), local agency Formation Commission Designation 2023-01, to the Los Angeles County Waterworks District No. 40, Antelope Valley.

BACKGROUND

In accordance with the Revenue and Tax Code (Sections 99 and 99.01), any time there is a jurisdictional change that results in a special district providing a new service not previously provided to an area, the law requires the governing bodies of all local agencies that receive a portion of that property tax determined by resolution the amount of the annual tax increase to be transferred to that special district. The existing tax revenue based on the property's assessed value received by agencies will not change. Based on the increased property valuation assessment, this resolution only affects a percentage of future revenue agencies would receive.

DISCUSSION

The Los Angeles County Waterworks District has requested that the City enter into a tax-sharing agreement for the annexation of the following parcel numbers: 3022-026-001, 3022-026-002, 3022-026-005, 3022-026-008 thru -010, 3022-026-013, 3022-024-811, 3022-024-901, 3022-024-907, 3022-025-001, 3022-025-002, 3022-025-005, 3022-025-006, 3022-025-010, 3022-025-013, and 3006-027-005, as shown in Attachment 1. The proposed development is part of a proposed industrial warehouse project located at the intersection of Rancho Vista Boulevard and Lockheed Way (8th Street East). The development has requested annexation into the Los Angeles County Waterworks District. This annexation is a condition of the development's entitlement and is required before receiving water service.

The execution of the attached Joint Resolution will approve the City's tax-sharing agreement for annexing the subject property into the County Waterworks District No. 40 boundary. All public agencies and special districts receiving property tax revenues for these parcels execute and are party to the same Joint Resolution.

Staff recommends that the City Council adopt Resolution No. CC 2024-061 authorizing the Mayor to execute the Joint Tax Sharing Resolution entitled Annexation No. 40-157 (34-46) with Los Angeles County Waterworks Districts No. 40 for the parcel.

FISCAL IMPACT

The current property tax share ratio for the City within this area of said property is 0.066224006 (6.6224%). This Council action will allocate 0.000331996 (0.0332%) of any future tax increase to the County Waterworks District No. 40. This results in a net City tax share rate of 0.065892010 (6.5892%). For example, a tax increase based on the assessed property value for these parcels will generate an additional $100 in total property tax. The City would receive an additional $6.5892 of this increase, and the County Waterworks District No. 40 would receive $0.0332. This allocation follows the State Revenue and Taxation Code, and the allocation formula is established and calculated by the County Auditor-Controller.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability.

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

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 2024-061
Atch1 LA County Waterworks Transmittal Letter, Annex. No. 40-157
LA County Joint Reso. for Annex. No. 40-157
Tax Sharing Worksheet
Annexation Map No. 2023-01

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-061

A JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, ACTING ON BEHALF OF THE COUNTY AND OTHER COUNTY ENTITIES, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY CEMETERY DISTRICT, THE BOARD OF TRUSTEES OF THE ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT, THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 20 OF LOS ANGELES COUNTY, THE BOARD OF DIRECTORS OF ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT, THE CITY OF PALMDALE, AND THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY-EAST KERN WATER AGENCY APPROVING AND ACCEPTING THE NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM ANNEXATION OF PROPERTY DESIGNATED AS ANNEXATION 40-157 (34-46), LOCAL AGENCY FORMATION COMMISSION DESIGNATION 2023-01, TO THE LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40, ANTELOPE VALLEY

WHEREAS, pursuant to Section 99.01 of the Revenue and Taxation Code, in the case of any jurisdictional change that will result in a special district providing one or more services to an area where those services have not previously been provided by any local agency, the special district and each local agency that receives an apportionment of property tax revenue from the area may negotiate an exchange of property tax revenue generated in the area subject to the jurisdictional change and attributable to those local agencies; and

WHEREAS, the Board of Supervisors of the County of Los Angeles, acting as the governing body of the County of Los Angeles; the Los Angeles County Waterworks District No. 40, Antelope Valley; and the Consolidated Fire Protection District of Los Angeles County; together with the Board of Directors of the Antelope Valley Cemetery District, the Board of Trustees of the Antelope Valley Mosquito and Vector Control District, the Board of Directors of County Sanitation District No. 20 of Los Angeles County, the Board of Directors of the Antelope Valley Resource Conservation District, the City of Palmdale, and the Board of Directors of the Antelope Valley-East Kern Water Agency have determined the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Annexation 40-157 (34-46) to the Los Angeles County Waterworks District No. 40, Antelope Valley, is as set forth:

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 County of Los Angeles; the Los Angeles County Waterworks District No. 40, Antelope Valley; the Consolidated Fire Protection District of Los Angeles County; the Antelope Valley Cemetery District; the Antelope Valley Mosquito and Vector Control District, the County Sanitation District No. 20 of Los Angeles County; the Antelope Valley Resource Conservation District, the City of Palmdale, and the Antelope Valley-East Kern Water Agency have determined the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Annexation 40-157 (34-46) is approved and accepted.

SECTION 2. For fiscal years commencing on or after July 1, 2024, or the July 1 after the effective date of this jurisdictional change, whichever is later, the property tax revenue increment generated from the area within Annexation 40-157 (34-46) shall be allocated to the affected agencies as indicated in the enclosed worksheets (Exhibits C to F).

SECTION 3. No transfer of property tax revenues other than those specified in paragraph 2 shall be made as a result of Annexation 40-157 (34-46).

SECTION 4. If at any time after the effective date of this Joint Resolution, the calculations used herein to determine initial property tax transfers, or the data used to perform those calculations, are found to be incorrect, thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

SECTION 5. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 10th day of July, 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 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 10th day of July, 2024 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
http://dpw.lacounty.gov

MARK PESTRELLA, Director

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

May 8, 2024

IN REPLY PLEASE
REFER TO FILE: WW-2

Ms. Lynn Glidden, Director of Public Works
City of Palmdale
38250 Sierra Highway
Palmdale, CA 93550

Attention Ms. Sharlene Benci

Dear Ms. Glidden:

ANNEXATION 40-157 (34-46), LOCAL AGENCY FORMATION COMMISSION DESIGNATION 2023-01
NEGOTIATED TAX EXCHANGE RESOLUTION RESULTING FROM ANNEXATION OF TERRITORY TO LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40, ANTELOPE VALLEY, LOCATED WITHIN THE CITY OF PALMDALE

This letter is to request the City of Palmdale's City Council approve the exchange of ad valorem property tax in conjunction with the annexation of the territory located southwest of the intersection of Blackbird Way and Lockheed Way, in the City of Palmdale, known as Annexation 40-157 (34-46) (Exhibits A and B), to the Los Angeles County Waterworks District No. 40, Antelope Valley (District).

Enclosed are three sets of the original Joint Tax Resolution for your City Council's adoption. Attached to the Joint Tax Resolution are four worksheets (Exhibits C to F) for Annexation 40-157 (34-46) listing the share of the annual tax increments to be exchanged between the District and affected taxing agencies. The tax-sharing ratios listed in the worksheets were calculated using a formula approved by the County of Los Angeles Auditor-Controller and County Counsel. Column 5 of the exhibits identifies the portion of the current tax share each affected agency will have to transfer to the District as a result of the proposed annexation.

Please execute the three sets of the enclosed original Joint Tax Resolution by June 21, 2024, or sooner, and return them to:

Ms. Viki Yip
Los Angeles County Public Works
Waterworks Division
900 South Fremont Avenue
Alhambra, CA 91803-1331

Subsequent to the adoption of the Joint Tax Resolution by all affected agencies and the County of Los Angeles Board of Supervisors, a fully executed copy will be sent to you for your records.

If you have any questions, please contact Ms. Viki Yip, Waterworks Division, at (626) 300-4683 or vyip@pw.lacounty.gov.

Very truly yours,

MARK PESTRELLA, PE
Director of Public Works

RAMY GINDI
Interim Assistant Deputy Director
Waterworks Division

VY:jl
H:\WWHOME\Admin\Letters\2024\LR603.doc

Enc.

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, ACTING ON BEHALF OF THE COUNTY AND OTHER COUNTY ENTITIES, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY CEMETERY DISTRICT, THE BOARD OF TRUSTEES OF THE ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT, THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 20 OF LOS ANGELES COUNTY, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT, THE CITY COUNCIL OF THE CITY OF PALMDALE, AND THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY-EAST KERN WATER AGENCY APPROVING AND ACCEPTING THE NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM ANNEXATION OF PROPERTY DESIGNATED AS ANNEXATION 40-157 (34-46), LOCAL AGENCY FORMATION COMMISSION DESIGNATION 2023-01, TO THE LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40, ANTELOPE VALLEY

WHEREAS, pursuant to Section 99.01 of the Revenue and Taxation Code, in the case of any jurisdictional change that will result in a special district providing one or more services to an area where those services have not previously been provided by any local agency, the special district and each local agency that receives an apportionment of property tax revenue from the area may negotiate an exchange of property tax revenue generated in the area subject to the jurisdictional change and attributable to those local agencies; and

WHEREAS, the Board of Supervisors of the County of Los Angeles, acting as the governing body of the County of Los Angeles; the Los Angeles County Waterworks District No. 40, Antelope Valley; and the Consolidated Fire Protection District of Los Angeles County; together with the Board of Directors of the Antelope Valley Cemetery District, the Board of Trustees of the Antelope Valley Mosquito and Vector Control District, the Board of Directors of County Sanitation District No. 20 of Los Angeles County, the Board of Directors of the Antelope Valley Resource Conservation District, the City Council of the City of Palmdale, and the Board of Directors of the Antelope Valley-East Kern Water Agency have determined the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Annexation 40-157 (34-46) to the Los Angeles County Waterworks District No. 40, Antelope Valley, is as set forth:

/ /

/ /

/ /

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The County of Los Angeles; the Los Angeles County Waterworks District No. 40, Antelope Valley; the Consolidated Fire Protection District of Los Angeles County; the Antelope Valley Cemetery District; the Antelope Valley Mosquito and Vector Control District; the County Sanitation District No. 20 of Los Angeles County; the Antelope Valley Resource Conservation District; the City of Palmdale; and the Antelope Valley-East Kern Water Agency have determined the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Annexation 40-157 (34-46) is approved and accepted.

2. For fiscal years commencing on or after July 1, 2024, or the July 1 after the effective date of this jurisdictional change, whichever is later, the property tax revenue increment generated from the area within Annexation 40-157 (34-46) shall be allocated to the affected agencies as indicated in the enclosed worksheets (Exhibits C to F).

3. No transfer of property tax revenues other than those specified in paragraph 2 shall be made as a result of Annexation 40-157 (34-46).

4. If at any time after the effective date of this Joint Resolution, the calculations used herein to determine initial property tax transfers, or the data used to perform those calculations, are found to be incorrect, thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

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PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Austin Bishop, Mayor
City of Palmdale

ATTEST:

_____
City Clerk

PROPERTY TAX TRANSFER RESOLUTION WORKSHEET

Annexation To: **Waterworks District # 40 ANTELOPE VALLEY GENERAL FUND**
Account No. **047.04**
TRA: **07006**
Effective Date: **7/1/2024**
Annexation Number: **40-157**

Waterworks District # 40 GENERAL FUND **0.005013235**
Based on their 2023-24 Tax Sharing Ratios

Accnt No.	Taxing Agency	(1) Current Tax Share	(2) = (1) / Total Percent	(3) Proposed Dist Share	(4) = (2) * (3) Alloc of Dist Share	(5) Allocation Adjustments	(6) = (1) + (5) New Net Share
1.05	LOS ANGELES COUNTY GENERAL	0.263327929	26.3328%	0.005013235	0.001320135	-0.001358875	0.261969054
1.20	**L.A. COUNTY ACCUM CAP OUTLAY**	**0.000118593**	**0.0119%**	**0.005013235**	**0.000000594**	**0.000000000**	**0.000118593**
7.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.181152517	18.1153%	0.005013235	0.000908160	-0.000908160	0.180244357
7.31	**L A C FIRE-FFW**	**0.007609194**	**0.7609%**	**0.005013235**	**0.000038146**	**0.000000000**	**0.007609194**
53.30	ANTELOPE VY CEMETERY DISTRICT	0.000391743	0.0392%	0.005013235	0.000001963	-0.000001963	0.000389780
61.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001789428	0.1789%	0.005013235	0.000008970	-0.000008970	0.001780458
66.75	CO SANIT DIST NO 20 OPERATING	0.020687440	2.0687%	0.005013235	0.000103710	-0.000103710	0.020583730
68.05	ANTELOPE VY RESOURCE CONSER DIST	0.000981904	0.0982%	0.005013235	0.000004922	-0.000004922	0.000976982
225.01	CITY-PALMDALE TD #1	0.066224006	6.6224%	0.005013235	0.000331996	-0.000331996	0.065892010
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.019906112	1.9906%	0.005013235	0.000099794	-0.000099794	0.019806318
400.00	EDUCATIONAL REV AUGMENTATION FD	0.062418023	6.2418%	0.005013235	0.000312916	Exempt	0.062418023
400.01	EDUCATIONAL AUG FD IMPOUND	0.128811163	12.8811%	0.005013235	0.000645760	Exempt	0.128811163
400.15	COUNTY SCHOOL SERVICES	0.001470870	0.1471%	0.005013235	0.000007373	Exempt	0.001470870
400.21	CHILDREN'S INSTIL TUITION FUND	0.002919149	0.2919%	0.005013235	0.000014634	Exempt	0.002919149
593.01	PALMDALE SCHOOL DISTRICT	0.052305694	5.2306%	0.005013235	0.000262220	Exempt	0.052305694
593.06	CO.SCH.SERV.FD.- PALMDALE	0.009284680	0.9285%	0.005013235	0.000046546	Exempt	0.009284680
593.07	DEV CTR HDCPD MINOR PALMDALE	0.000880635	0.0881%	0.005013235	0.000004414	Exempt	0.000880635
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.101517293	10.1517%	0.005013235	0.000508930	Exempt	0.101517293
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000373030	0.0373%	0.005013235	0.000001870	Exempt	0.000373030
717.08	ANTELOPE VY.UN.HI.-K.P.S.-ELEM	0.049641960	4.9642%	0.005013235	0.000248866	Exempt	0.049641960
792.04	ANTELOPE VY.JT. COMMUNITY COLL.	0.028188637	2.8189%	0.005013235	0.000141316	Exempt	0.028188637
047.04	**Waterworks Dist # 40 ANTELOPE VALLEY**	0.000000000	0.0000%	0.005013235	0.000000000	0.000000000	**0.002818390**
	Total	**1.000000000**	**100.0000%**		**0.005013235**	**-0.002818390**	**1.000000000**

(1) Current share as reflected in the Auditor's ATI distribution in AF 49. Must total 1.000000000.
(2) Must total 100%.
(3) Weighted average waterworks district share as verified by Auditor.
(4) Must total share reflected in Column (3). 3/3/16 - truncated by 9 places after the decimal per LACO Auditor-Controller.
(5) Reflects exemption for school entities and County general fund obligation for debt service and FFW.
(6) Final share distributions to be reflected in tax transfer resolution.

PROPERTY TAX TRANSFER RESOLUTION WORKSHEET

Annexation To: **Waterworks District # 40 ACO FUND**
Account No. **051.75**
TRA: **07006**
Effective Date: **7/1/2024**
Annexation Number: **40-157**

Waterworks District # 40, ACO FUND **0.004665271**
Based on their 2023-24 Tax Sharing Ratios

Accnt No.	Taxing Agency	(1) Current Tax Share	(2) = (1) / Total Percent	(3) Proposed Dist Share	(4) = (2) * (3) Alloc of Dist Share	(5) Allocation Adjustments	(6) = (1) + (5) New Net Share
1.05	LOS ANGELES COUNTY GENERAL	0.263327929	26.3328%	0.004665271	0.001228474	-0.001264536	0.262063393
1.20	**L.A. COUNTY ACCUM CAP OUTLAY**	**0.000118593**	**0.0119%**	**0.004665271**	**0.000000553**	**0.000000000**	**0.000118593**
7.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.181152517	18.1153%	0.004665271	0.000845136	-0.000845136	0.180307381
7.31	**L A C FIRE-FFW**	**0.007609194**	0.7609%	0.004665271	0.000035509	-0.000035509	0.007573685
53.30	ANTELOPE VY CEMETERY DISTRICT	0.000391743	**0.0392%**	**0.004665271**	**0.000001838**	**0.000000000**	**0.000391743**
61.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001789428	0.1789%	0.004665271	0.000008348	-0.000008348	0.001781080
66.75	CO SANIT DIST NO 20 OPERATING	0.020687440	2.0687%	0.004665271	0.000096512	-0.000096512	0.020590928
68.05	ANTELOPE VY RESOURCE CONSER DIST	0.000981904	0.0982%	0.004665271	0.000004580	-0.000004580	0.000977324
225.01	CITY-PALMDALE TD #1	0.066224006	6.6224%	0.004665271	0.000308952	-0.000308952	0.065915054
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.019906112	1.9906%	0.004665271	0.000092867	-0.000092867	0.019813245
400.00	EDUCATIONAL REV AUGMENTATION FD	0.062418023	6.2418%	0.004665271	0.000291196	Exempt	0.062418023
400.01	EDUCATIONAL AUG FD IMPOUND	0.128811163	12.8811%	0.004665271	0.000600938	Exempt	0.128811163
400.15	COUNTY SCHOOL SERVICES	0.001470870	0.1471%	0.004665271	0.000006862	Exempt	0.001470870
400.21	CHILDREN'S INSTIL TUITION FUND	0.002919149	0.2919%	0.004665271	0.000013618	Exempt	0.002919149
593.01	PALMDALE SCHOOL DISTRICT	0.052305694	5.2306%	0.004665271	0.000244020	Exempt	0.052305694
593.06	CO.SCH.SERV.FD.- PALMDALE	0.009284680	0.9285%	0.004665271	0.000043315	Exempt	0.009284680
593.07	DEV CTR HDCPD MINOR PALMDALE	0.000880635	0.0881%	0.004665271	0.000004108	Exempt	0.000880635
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.101517293	10.1517%	0.004665271	0.000473605	Exempt	0.101517293
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000373030	0.0373%	0.004665271	0.000001740	Exempt	0.000373030
717.08	ANTELOPE VY.UN.HI.-K.P.S.-ELEM	0.049641960	4.9642%	0.004665271	0.000231593	Exempt	0.049641960
792.04	ANTELOPE VY.JT. COMMUNITY COLL.	0.028188637	2.8189%	0.004665271	0.000131507	Exempt	0.028188637
051.75	**Waterworks Dist # 40 ACO FUND**	0.000000000	0.0000%	0.004665271	0.000000000	0.000000000	**0.002656440**
	Total	**1.000000000**	**100.0000%**		**0.004665271**	**-0.002656440**	**1.000000000**

(1) Current share as reflected in the Auditor's ATI distribution in AF 49. Must total 1.000000000.
(2) Must total 100%.
(3) Weighted average waterworks district share as verified by Auditor.
(4) Must total share reflected in Column (3). 3/3/16 - truncated by 9 places after the decimal per LACO Auditor-Controller.
(5) Reflects exemption for school entities and County general fund obligation for debt service and FFW.
(6) Final share distributions to be reflected in tax transfer resolution.

EXHIBIT D

PROPERTY TAX TRANSFER RESOLUTION WORKSHEET

Annexation To: **Waterworks District # 40 ANTELOPE VALLEY GENERAL FUND**
Account No. **047.04**
TRA: **15589**
Effective Date: **7/1/2024**
Annexation Number: **40-157**

Waterworks District # 40 GENERAL FUND **0.005013235**
Based on their 2023-24 Tax Sharing Ratios

Accnt No.	Taxing Agency	(1) Current Tax Share	(2) = (1) / Total Percent	(3) Proposed Dist Share	(4) = (2) * (3) Alloc of Dist Share	(5) Allocation Adjustments	(6) = (1) + (5) New Net Share
1.05	LOS ANGELES COUNTY GENERAL	0.263327929	26.3328%	0.005013235	0.001320124	-0.001358875	0.261969054
1.20	**L.A. COUNTY ACCUM CAP OUTLAY**	**0.000118593**	**0.0119%**	**0.005013235**	**0.000000605**	**0.000000000**	**0.000118593**
7.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.181152517	18.1153%	0.005013235	0.000908160	-0.000908160	0.180244357
7.31	**L A C FIRE-FFW**	**0.007609194**	**0.7609%**	**0.005013235**	**0.000038146**	**0.000000000**	**0.007609194**
53.30	ANTELOPE VY CEMETERY DISTRICT	0.000391743	0.0392%	0.005013235	0.000001963	-0.000001963	0.000389780
61.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001789428	0.1789%	0.005013235	0.000008970	-0.000008970	0.001780458
66.75	CO SANIT DIST NO 20 OPERATING	0.020687440	2.0687%	0.005013235	0.000103710	-0.000103710	0.020583730
68.05	ANTELOPE VY RESOURCE CONSER DIST	0.000981904	0.0982%	0.005013235	0.000004922	-0.000004922	0.000976982
225.01	CITY-PALMDALE TD #1	0.066224006	6.6224%	0.005013235	0.000331996	-0.000331996	0.065892010
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.019906112	1.9906%	0.005013235	0.000099794	-0.000099794	0.019806318
400.00	EDUCATIONAL REV AUGMENTATION FD	0.062418023	6.2418%	0.005013235	0.000312916	Exempt	0.062418023
400.01	EDUCATIONAL AUG FD IMPOUND	0.128811163	12.8811%	0.005013235	0.000645760	Exempt	0.128811163
400.15	COUNTY SCHOOL SERVICES	0.001470870	0.1471%	0.005013235	0.000007373	Exempt	0.001470870
400.21	CHILDREN'S INSTIL TUITION FUND	0.002919149	0.2919%	0.005013235	0.000014634	Exempt	0.002919149
593.01	PALMDALE SCHOOL DISTRICT	0.052305694	5.2306%	0.005013235	0.000262220	Exempt	0.052305694
593.06	CO.SCH.SERV.FD.- PALMDALE	0.009284680	0.9285%	0.005013235	0.000046546	Exempt	0.009284680
593.07	DEV CTR HDCPD MINOR PALMDALE	0.000880635	0.0881%	0.005013235	0.000004414	Exempt	0.000880635
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.101517293	10.1517%	0.005013235	0.000508930	Exempt	0.101517293
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000373030	0.0373%	0.005013235	0.000001870	Exempt	0.000373030
717.08	ANTELOPE VY.UN.HI.-K.P.S.-ELEM	0.049641960	4.9642%	0.005013235	0.000248866	Exempt	0.049641960
792.04	ANTELOPE VY.JT. COMMUNITY COLL.	0.028188637	2.8189%	0.005013235	0.000141316	Exempt	0.028188637
047.04	**Waterworks Dist # 40 ANTELOPE VALLEY**	0.000000000	0.0000%	0.005013235	0.000000000	0.000000000	**0.002818390**
	Total	**1.000000000**	**100.0000%**		**0.005013235**	**-0.002818390**	**1.000000000**

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(4) Must total share reflected in Column (3). 3/3/16 - truncated by 9 places after the decimal per LACO Auditor-Controller.
(5) Reflects exemption for school entities and County general fund obligation for debt service and FFW.
(6) Final share distributions to be reflected in tax transfer resolution.

PROPERTY TAX TRANSFER RESOLUTION WORKSHEET

Annexation To: **Waterworks District # 40 ACO FUND**
Account No. **051.75**
TRA: **15589**
Effective Date: **7/1/2024**
Annexation Number: **40-157**

Waterworks District # 40, ACO FUND **0.004665271**
Based on their 2023-24 Tax Sharing Ratios

Accnt No.	Taxing Agency	(1) Current Tax Share	(2) = (1) / Total Percent	(3) Proposed Dist Share	(4) = (2) * (3) Alloc of Dist Share	(5) Allocation Adjustments	(6) = (1) + (5) New Net Share
1.05	LOS ANGELES COUNTY GENERAL	0.263327929	26.3328%	0.004665271	0.001228474	-0.001264536	0.262063393
1.20	**L.A. COUNTY ACCUM CAP OUTLAY**	**0.000118593**	**0.0119%**	**0.004665271**	**0.000000553**	**0.000000000**	**0.000118593**
7.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.181152517	18.1153%	0.004665271	0.000845136	-0.000845136	0.180307381
7.31	**L A C FIRE-FFW**	**0.007609194**	0.7609%	0.004665271	0.000035509	-0.000035509	0.007573685
53.30	ANTELOPE VY CEMETERY DISTRICT	0.000391743	**0.0392%**	**0.004665271**	**0.000001838**	**0.000000000**	**0.000391743**
61.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001789428	0.1789%	0.004665271	0.000008348	-0.000008348	0.001781080
66.75	CO SANIT DIST NO 20 OPERATING	0.020687440	2.0687%	0.004665271	0.000096512	-0.000096512	0.020590928
68.05	ANTELOPE VY RESOURCE CONSER DIST	0.000981904	0.0982%	0.004665271	0.000004580	-0.000004580	0.000977324
225.01	CITY-PALMDALE TD #1	0.066224006	6.6224%	0.004665271	0.000308952	-0.000308952	0.065915054
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.019906112	1.9906%	0.004665271	0.000092867	-0.000092867	0.019813245
400.00	EDUCATIONAL REV AUGMENTATION FD	0.062418023	6.2418%	0.004665271	0.000291196	Exempt	0.062418023
400.01	EDUCATIONAL AUG FD IMPOUND	0.128811163	12.8811%	0.004665271	0.000600938	Exempt	0.128811163
400.15	COUNTY SCHOOL SERVICES	0.001470870	0.1471%	0.004665271	0.000006862	Exempt	0.001470870
400.21	CHILDREN'S INSTIL TUITION FUND	0.002919149	0.2919%	0.004665271	0.000013618	Exempt	0.002919149
593.01	PALMDALE SCHOOL DISTRICT	0.052305694	5.2306%	0.004665271	0.000244020	Exempt	0.052305694
593.06	CO.SCH.SERV.FD.- PALMDALE	0.009284680	0.9285%	0.004665271	0.000043315	Exempt	0.009284680
593.07	DEV CTR HDCPD MINOR PALMDALE	0.000880635	0.0881%	0.004665271	0.000004108	Exempt	0.000880635
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.101517293	10.1517%	0.004665271	0.000473605	Exempt	0.101517293
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000373030	0.0373%	0.004665271	0.000001740	Exempt	0.000373030
717.08	ANTELOPE VY.UN.HI.-K.P.S.-ELEM	0.049641960	4.9642%	0.004665271	0.000231593	Exempt	0.049641960
792.04	ANTELOPE VY.JT. COMMUNITY COLL.	0.028188637	2.8189%	0.004665271	0.000131507	Exempt	0.028188637
051.75	**Waterworks Dist # 40 ACO FUND**	0.000000000	0.0000%	0.004665271	0.000000000	0.000000000	**0.002656440**
	Total	**1.000000000**	**100.0000%**		**0.004665271**	**-0.002656440**	**1.000000000**

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(6) Final share distributions to be reflected in tax transfer resolution.

EXHIBIT F

Approved by LAFCO

TM

Taylor Morris

EXHIBIT "A"
ANNEXATION NO. 2023-01

TO LOS ANGELES COUNTY WATERWORKS DISTRICT NO. 40, ANTELOPE VALLEY

BEING DESCRIBED AS FOLLOWS:

THAT CERTAIN PARCEL OF LAND BEING A PORTION OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 6 NORTH, RANGE 12 WEST, S.B.M., AS SHOWN ON RECORD OF SURVEY MAP FILED IN BOOK 65, PAGE 19, OF RECORD OF SURVEY IN THE OFFICE OF THE RECORDER FOR SAID COUNTY, IN THE CITY OF PALMDALE, LOS ANGELES COUNTY, STATE OF CALIFORNIA, BEING DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT ON THE EXISTING WATERWORKS DISTRICT 40 BOUNDARY BEING THE CENTERLINE INTERSECTION OF 10TH STREET EAST AND RANCHO VISTA BOULEVARD (AVENUE P), AS SHOWN ON SAID RECORD OF SURVEY, BEING THE SOUTHEAST CORNER OF SAID SECTION 14 ;

THENCE, (L0) SOUTH 89°22'45" WEST ALONG THE WATERWORKS DISTRICT 40 BOUNDARY BEING THE SOUTHERLY LINE OF SAID SECTION, A DISTANCE OF 1320.38 FEET TO A POINT BEING ON THE SAID WATERWORKS DISTRICT BOUNDARY AND BEING THE CENTERLINE INTERSECTION OF 8TH STREET EAST AND RANCHO VISTA BOULEVARD BEING THE TRUE POINT OF BEGINNING;

THENCE, (L1) SOUTH 89°22'45" WEST ALONG THE SOUTHERLY LINE OF SAID SECTION, A DISTANCE OF 685 FEET MORE OR LESS TO A POINT ON THE EXISTING LOS ANGELES COUNTY WATERWORKS DISTRICT 40 BOUNDARY.

THENCE, (L2) NORTH 00°32'00" WEST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY BEING A LINE WEST OF AND PARALLEL TO THE EASTERLY LINE OF LOT 21 AS SHOWN ON SAID RECORD OF SURVEY A DISTANCE OF 448.99 FEET TO AN ANGLE POINT IN SAID WATERWORKS DISTRICT 40 BOUNDARY BEING A POINT ON A LINE PARALLEL AND 71 FEET MORE OR LESS SOUTH PERPENDICULAR TO THE NORTHERLY LINE OF LOT 21 OF SAID RECORD OF SURVEY ;

THENCE, (L3) SOUTH 89°22'45" WEST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY PARALLEL TO THE NORTHERLY LINE OF LOT 21 OF SAID RECORD OF SURVEY A DISTANCE OF 620.92 FEET MORE OR LESS TO A POINT ON THE WATERWORKS DISTRICT 40 BOUNDARY BEING THE WESTERLY RIGHT OF WAY OF 5TH STREET EAST AND THE EASTERLY RIGHT OF WAY OF THE SOUTHERN PACIFIC RAILROAD.

THENCE, (L4) CONTINUING SOUTH 89°22'45" WEST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY A DISTANCE OF 269.92 FEET MORE OR LESS TO AND ANGLE POINT IN SAID WATERWORKS DISTRICT 40 BOUNDARY BEING A POINT ON A LINE BEING THE PROLONGATION OF THE EASTERLY PROPERTY LINE OF LOT 6 TRACT MAP 42991 OF MAP BOOK 1044 PAGES 84-87 BEING 98.7 FEET MORE OR LESS WEST AND PARALLEL TO THE WESTERLY SOUTHERN PACIFIC RAILROAD RIGHT OF WAY.

THENCE, (L5) NORTH 07°28'05" WEST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY BEING THE EASTERLY PROPERTY LINE PROLONGATION OF SAID LOT 6 A DISTANCE OF 874.2 FEET TO A POINT ON WATERWORKS DISTRICT 40 BOUNDARY BEING THE SOUTH EASTERLY CORNER OF SAID LOT 6.

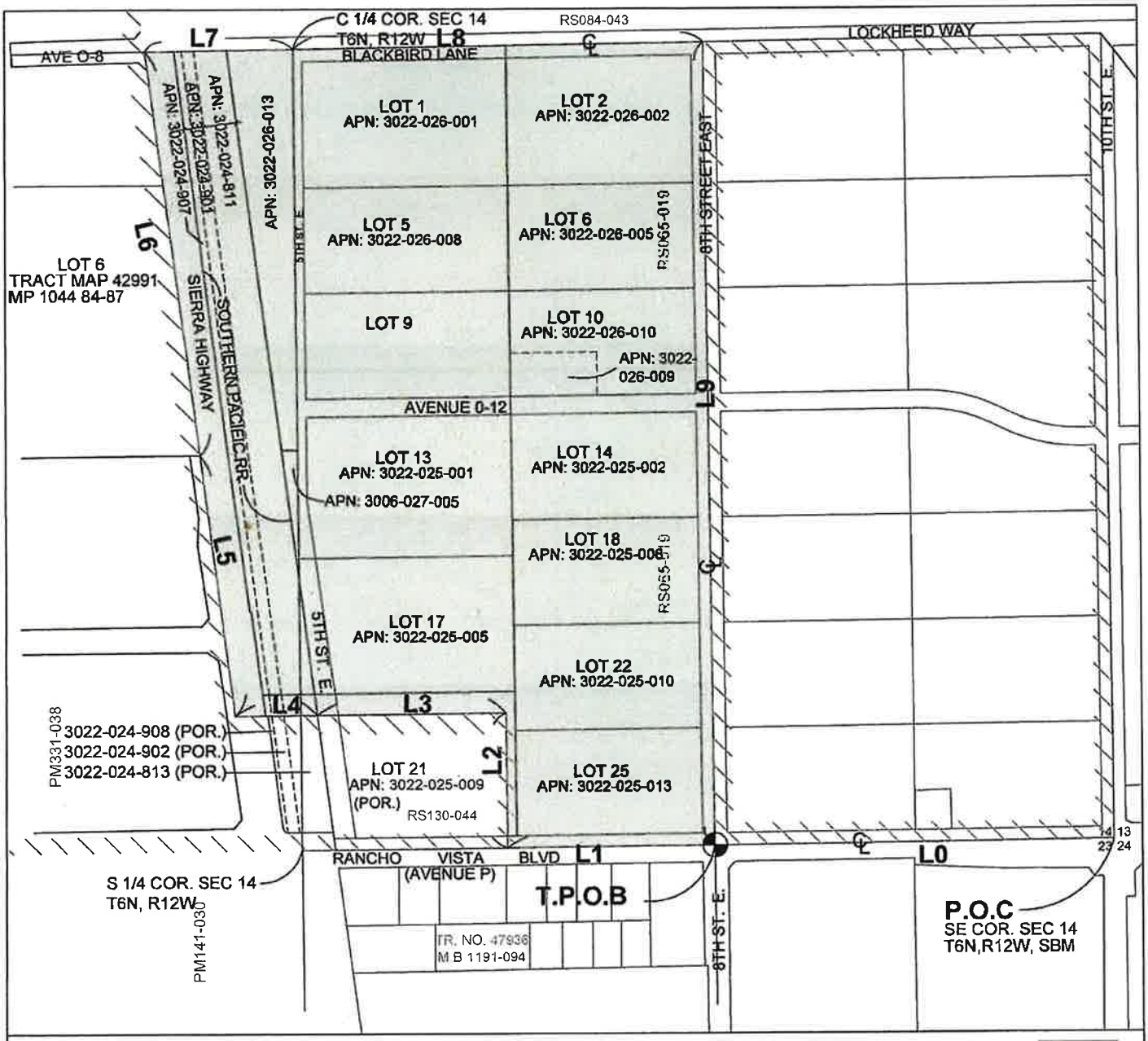
THENCE, (L6) NORTH 07°28'05" WEST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY BEING THE EASTERLY PROPERTY LINE OF SAID LOT 6 A DISTANCE OF 1353.34 FEET MORE OR LESS TO A POINT ON THE PROLONGATION OF SAID EASTERLY PROPERTY LINE BEING A POINT ON THE QUARTER SECTION LINE OF SECTION 14 BEING THE CENTERLINE OF AVENUE O-8

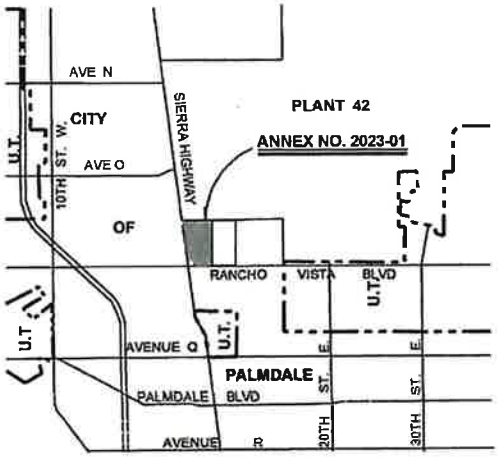
THENCE, (L7) NORTH 89°08'48" EAST ALONG THE PROLONGATION OF THE CENTER LINE OF AVENUE O-8 BEING THE QUARTER SECTION LINE OF SAID SECTION 14 A DISTANCE OF 486.94 FEET MORE OR LESS TO THE INTERSECTION OF 5TH STREET EAST AND BLACKBIRD LANE BEING THE CENTER QUARTER SECTION CORNER OF SAID SECTION 14.

THENCE, (L8) CONTINUING NORTH 89°08'48" EAST ALONG THE CENTERLINE OF BLACKBIRD LANE , BEING SAID CENTER SECTION LINE A DISTANCE OF 1357.81 FEET MORE OR LESS AS SHOWN ON SAID RECORD OF SURVEY TO A POINT THE WATERWORKS DISTRICT 40 BOUNDARY BEING THE CENTERLINE INTERSECTION OF BLACKBIRD LANE (LOCKHEED WAY) AND 8TH STREET EAST;

THENCE (L9) SOUTH 00°32'00" EAST ALONG SAID WATERWORKS DISTRICT 40 BOUNDARY BEING THE CENTERLINE OF 8TH STREET EAST, A DISTANCE OF 2668.10 FEET AS SHOWN ON SAID RECORD OF SURVEY TO A POINT ON THE WATERWORKS DISTRICT 40 BOUNDARY BEING THE TRUE POINT OF BEGINNING.

COMPRISING OF APPROXIMATELY 93.85 MORE OR LESS ACRES





VICINITY MAP
NO SCALE

Annexation No. 2023-01 shown thus

Boundary of County Waterworks District No 40 prior to Annexation 2023-01 shown thus

City Boundary

Area of Annexation Containing 93.85 AC.

0 250 500
Scale 1"=500'

Approved by LAFCO

TM

Taylor Morris

COURSE DATA

L0	S89°22'45"W	1320.38'
L1	S89°22'45"W	685.00'
L2	N00°32'00"W	448.99'
L3	S89°22'45"W	620.92'
L4	S89°22'45"W	269.92'
L5	N07°28'05"W	874.20'
L6	N07°28'05"W	1353.34'
L7	N89°08'48"E	486.94'
L8	N89°08'48"E	1357.81'
L9	S00°32'00"E	2668.10'

EXHIBIT "B"

ANNEXATION NO. 2023-01

TO

LOS ANGELES COUNTY
WATERWORKS DISTRICT NO. 40
ANTELOPE VALLEY

MINUTES
CITY COUNCIL/SA/HA/IDA/PAA/PCA/PFA
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
JUNE 26, 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 Bishop announced that the meeting would be adjourned in honor of Firefighter Andrew Pontious.

Mayor Pro Tem Loa led the pledge of allegiance.

4) PUBLIC COMMENTS
CONSENT CALENDAR, APPOINTMENT(S), NEW BUSINESS, AND CLOSED SESSION:

Public Comments: None.

Councilmember Alarcón suggested hearing the consent calendar at this time. There was no Council consensus.

Mayor Pro Tem Loa requested that Joint Public Hearing Item 7.1 be heard at this time. There was Council consensus.

5) CONSENT CALENDAR

5.1) 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).

5.2) Approve Project Authorization A under Master Services Agreement with NBS Government Finance Group to provide Assessment District and Community Facility District administration, other related consulting services, and continuing disclosure services in an amount not to exceed $1,160,000 for a term of five (5) years.

5.3) Approve Purchase Order 20250000 with Amazon Capital Services, Inc. dba Amazon Business in an amount not to exceed $217,000 for FY 2024-25.

5.4) Adopt Resolution No. CC 2024-053, a Resolution of the City Council of the City of Palmdale establishing an appropriations limit for Fiscal Year 2024-25 pursuant to Article XIII B of the California Constitution and repeal Resolution No. CC 2023-042.

5.5) Approve Agreement with Hinderliter, de Llamas & Associates (HdL) for Sales, Use, and Transaction Tax Audit and Information Services in an amount not to exceed $262,000 for a five (5) year term.

5.6) Approve agreement with Pro West and Associates, Inc. to provide Geographical Information System (GIS) services in a not to exceed amount of $300,000 for a three (3) year term.

5.7) Adopt Resolution No. CC 2024-060, a Resolution of the City Council of the City of Palmdale approving the Salary and Benefits Policy.

5.8) Adopt Resolution No. CC 2024-063, a Resolution of the City Council of the City of Palmdale approving the application for specified grant funds from the Budget Act of 2023, 19.561(B)(14), as clarified by Assembly Budget Committee Letter dated May 8, 2024: Improvements and Maintenance to any City Park in the City of Palmdale.

5.9) Award Invitation for Bid and approve requisition with Hasa, Inc. for pool chemical supplies in an amount not to exceed $212,500 for Fiscal Year 2024-2025.

5.10) Award Invitation for Bid and approve requisition with Morgan Ingland LLC for commercial streetlight poles in an amount not to exceed $227,487 Fiscal Year 2024-2025.

Councilmember Alarcón pulled this item for discussion.

Director of Public Works Glidden provided an overview of the item.

The Council and staff discussed replacing streetlight poles, traffic speed, solar-powered streetlights, a feasibility study, and converting park lights to solar.

Motion: Award Invitation for Bid and approve requisition with Morgan Ingland LLC for commercial streetlight poles in an amount not to exceed $227,487 Fiscal Year 2024-2025.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

5.11) Award Invitation for Bid and approve Requisition with Walsma Oil Company, Inc. for Bulk Diesel and unleaded fuel in an amount not to exceed $650,000 for Fiscal Year 2024-2025.

5.12) Approve Consultant Agreement with Transtech Engineers, Inc. for Acting City Engineer and Traffic Engineer staff augmentation support services in the amount of $222,300 for a term of nine months.

5.13) Adopt Resolutions initiating the Tuesday, November 5, 2024, City of Palmdale General Municipal Election: Adopt Resolution No. CC 2024-043, a Resolution of the City Council of the City of Palmdale, California, calling for the holding of a General Municipal Election to be held on Tuesday, November 5, 2024, for the election of certain Officers as required by the provisions of the City of Palmdale Charter; Adopt Resolution No. CC 2024-044, a Resolution of the City Council of the City of Palmdale, California, requesting the Board of Supervisors of the County of Los Angeles to consolidate a General Municipal Election to be held on Tuesday, November 5, 2024, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the Elections Code; and, Adopt Resolution No. CC 2024-045, a Resolution of the City Council of the City of Palmdale, California, adopting regulations for Candidates for Elective Office pertaining to Candidate Statements submitted to the voters at the General Municipal Election to be held on Tuesday, November 5, 2024.

5.14) Approve Agreement with Konica Minolta Business Solutions USA, Inc. for document imaging and indexing services for a not to exceed amount of $681,120 for a term of three (3) years with the option to extend for two additional terms of one (1) year each.

5.15) Approve the minutes from the previous meeting.

Motion: Approve all items listed under the Consent Calendar with the exception of item 5.10.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

6) JOINT CONSENT CALENDAR CC/SA/HA/IDA/PAA/PCA/PFA

6.1) Adopt Joint Resolution of the City Council of the City of Palmdale No. CC 2024-062, Successor Agency to the Community Redevelopment Agency of the City of Palmdale No. SA 2024-013, the Palmdale Civic Authority No. PCA 2024-002, the Housing Authority of the City of Palmdale No. HA 2024-005, the Industrial Development Authority No. IDA 2024-002, the Palmdale Airport Authority No. PAA 2024-002, the Palmdale Financing Authority No. PFA 2024-004, collectively the Approving Legislative Bodies (ALB) authorizing the City Manager to bind insurance coverage annually for the approved legislative bodies.

6.2) Approve the minutes from the previous meetings.

Motion: Approve all items listed under the Joint Consent Calendar.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

7) JOINT PUBLIC HEARING ITEM CC/SA/HA/IDA/PAA/PCA/PFA

7.1) Adopt Joint Resolution of the City Council of the City of Palmdale No. CC 2024-064, the Successor Agency to the Community Redevelopment Agency of the City of Palmdale No. SA 2024-012, the Palmdale Civic Authority No. PCA 2024-001, the Housing Authority of the City of Palmdale No. HA 2024-004, the Industrial Development Authority No. IDA 2024-001, the Palmdale Airport Authority of the City of Palmdale No. PAA 2024-001, and the Palmdale Financing Authority No. PFA 2024-003 approving and adopting the City of Palmdale's Annual Budget for Fiscal Year 2024-25, and approving revenue and expenditure adjustments to Fiscal Year 2023-24; Adopt Resolution No. CC 2024-066, a Resolution of the City Council of the City of Palmdale amending the City's Classification and Pay Schedule for general positions; Adopt Resolution No. CC 2024-067, a Resolution of the City Council of the City of Palmdale amending the Classification and Pay Plan for bargaining unit positions; Adopt Resolution No. CC 2024-068, a Resolution of the City Council of the City of Palmdale amending the Classification and Pay Plan for Parks and Recreation Unbenefited positions; and, Adopt Resolution No. CC 2024-069, a Resolution of the City Council of the City of Palmdale amending the Classification and Pay Plan for Y-Rated positions.

City Clerk Scott read the resolution titles for Joint Resolution Nos. CC 2024-064, SA 2024-012, PCA 2024-001, HA 2024-004, IDA 2024-001, PAA 2024-001, PFA 2024-002, and CC 2024-066, CC 2024-067, and CC 2024-068.

Mayor Bishop opened the Public Hearing and called for public testimony.

Public Testimony: None

Mayor Bishop closed the Public Hearing.

Motion: Adopt Resolution No. HA 2024-004
Moved by Richard J. Loa, seconded by Christina Fraga-Saenz.

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

Council expressed their support for the balanced budget and the employees.

There was Council and staff discussion regarding park facilities, mental health budget allocation, business retention budget allocation and outreach, recreational scholarships and outreach, and domestic violence programming and shelter. City Manager Perez spoke about the Parks Master Plan that would be brought to the Council in July and pointed out to the Council/Commissioners the Measure AV budget showing park funding. Director of Operations Samson provided an explanation for the mental health budget allocation and rollover. City Manager Perez spoke regarding fund allocations for business retention, recreational scholarships, veteran support, and the three-year plan for a domestic violence shelter. Neighborhood Services Director Reyes spoke regarding the non-profit partnerships, confidential location, and domestic violence programming and shelter.

City Manager Perez read Resolution No. CC 2024-069 into the record and mentioned that a corrective memo was distributed to the Council.

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

Motion: Adopt Joint Resolution Nos. CC 2024-064, SA 2024-012, PCA 2024-001, IDA 2024-001, PAA 2024-001, PFA 2024-003 and CC 2024-067, CC 2024-068, and CC
2024-069
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Mayor Bishop recessed the meeting from 5:53 pm - 6:01 pm.

Mayor Bishop presented Captain Bardon with a certificate for the 26th Anniversary of the Palmdale Sheriff's Station.

8) PUBLIC HEARING

8.1) Adopt Resolution No. CC 2024-059, a Resolution of the City Council of the City of Palmdale restating in its entirety the City of Palmdale Master Schedule of Fees and repealing all prior enactments inconsistent with this Resolution.

City Clerk Scott read the title of Resolution No. CC 2024-059.

Mayor Bishop opened the Public Hearing and called for public testimony.

Public Testimony: None.

Mayor Bishop closed the Public Hearing.

There was Council and staff discussion regarding the Consumer Price Index (CPI) increase.

Motion: Adopt Resolution No. CC 2024-059, a Resolution of the City Council of the City of Palmdale restating in its entirety the City of Palmdale Master Schedule of Fees and repealing all prior enactments inconsistent with this Resolution.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

82) Introduce and Adopt Ordinance No. 1643, an Ordinance of the City Council of the City of Palmdale, approving General Plan Amendment 24-0002, Zone Change 24-0002, and Comprehensive Development Plan 24-0003 finding that the project is consistent with Program Environmental Impact Report 22-002 prepared and certified in conjunction with the City's General Plan (Palmdale 2045) and direct staff to make necessary modifications to the Palmdale Transit Area Specific Plan.

City Clerk Scott read the title of Ordinance No. 1643.

A motion was made and carried unanimously to introduce Ordinance No. 1643. Planning Manager Magana presented the staff report.

Mayor Pro Tem Loa spoke regarding the benefits of adopting this item.

Mayor Bishop opened the Public Hearing and called for public testimony

Public Testimony: None.

Mayor Bishop closed the Public Hearing.

Motion: Adopt Ordinance No. 1643, approving General Plan Amendment 24-0002, Zone Change 24-0002, and Comprehensive Development Plan 24-0003 finding that the project is consistent with Program Environmental Impact Report 22-002 prepared and certified in conjunction with the City's General Plan (Palmdale 2045) and direct staff to make necessary modifications to the Palmdale Transit Area Specific Plan.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

9) CITY MANAGER'S REPORT

City Manager Perez reported on the following: AV Taco Festival; Seasons of Service event; Juneteenth event; 4th of July celebration; Summer Concerts; Club Pilates grand opening; and encouraged citizens to sign up for Alert Palmdale to help the City communicate with citizens in the event of a natural disaster, emergency, or power outage.

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

Councilmember Ohlsen received an update on the feasibility study for the Sheriff's contract. Also, he requested a subcommittee on Criminal Justice and a committee on Pioneering Economic Development. The committees will include two members of the Council.

Councilmember Alarcón requested an update on the AVAQMD vs USEPA litigation, provided an update on the relinquishment of Palmdale Boulevard, and suggested that the City move forward with a grant program for non-profit and community organizations using independent oversight and management.

Mayor Pro Tem Loa requested that item 12.1 be moved over to the second meeting in July. There was Council consensus.

11) NON-AGENDA PUBLIC COMMENTS:

The following individuals provided public input: Eugene Hernandez commented on Councilmember Alarcón's lack of constituent support. Councilmember Alarcón responded; Tony spoke about speed humps being added to Vista Leon and Olive Drive; Lou Walker, Influential Arts and the National Action Network, requested information on the Courson Arts Colony Apartments and programs; Roger Soderstedt commented on the positive response of Council to their constituents; and Jorge Ventura thanked the City for partnering with them on the taco festival and spoke about the successful event.

Councilmember Ohlsen commented on the taco festival and recommended widening the sidewalks for ADA compliance. Councilmember Bettencourt spoke about parking issues at the taco festival and suggested allowing parking at the Hammack Center and shuttling citizens over.

12) PRESENTATION BY CITY ATTORNEY

There was Council consensus to move Item 12.1 to the second meeting in July.

12.1) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Attorney
Name: William P. Curley, III

This closed session is being held pursuant to the authority of California Government Code Section 54957.

13) ANNOUNCEMENT BY CITY ATTORNEY

None.

14) ADJOURN

Mayor Bishop adjourned the meeting at 6:45 pm, in honor of firefighter Andrew Pontious, to July 10, 2024, at 5:00 pm in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 10th day of July 2024.

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1, 2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-034, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2024-2025 FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1 AND NO. 2006-02**

RECOMMENDATION

Staff recommends that the City Council:

1. Hold a public hearing to accept public testimony;

2. Approve the annual Engineer's Report;

3. Adopt Resolution No. CC 2024-034, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025;

4. Authorize the Mayor to execute Resolution No. CC 2024-034, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025; and,

5. Order the Engineer of Work to file the assessment with the Los Angeles County Auditor.

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 DBADs 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, the Engineer of Work, to prepare the annual Engineer's Report for DBAD No. 1 and No. 2006-02 for Fiscal Year 2024-2025.

On June 5, 2024, the City Council took the second step by adopting Resolution No. CC 2024-033, which provided the intention to continue the assessments for Fiscal Year 2024-2025, preliminarily approved the Engineer's Report prepared by NBS, and established the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on Los Angeles County tax rolls.

The City Council will conduct the third and final step by holding the Public Hearing regarding the final approval of the Engineer's Report and the ordering of the levies for Fiscal Year 2024-2025. Following the Public Hearing, the City Council will consider adoption of Resolution No. CC 2024-034, which approves the Engineer's Report for Fiscal Year 2024-2025 for the DBAD No. 1 and No. 2006-02, and continuing the levy and collection of assessments by placing them on the Los Angeles County tax rolls.

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

FISCAL IMPACT

$148,200; Revenues are based on the annual CPI increase of 3.36%, the total proposed assessment for both Districts is approximately $148,200. The annual Engineer's Report indicates the proposed assessments for DBAD No. 1 and No. 2006-02 for Fiscal Year 2024-2025 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 2024-034
Rpt. Fiscal Year 2024-25 Engineer's Report; Drainage Benefit Assessment Districts

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-034

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2024-2025 FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1 AND NO. 2006-02

WHEREAS, on May 1, 2024, the City Council of the City of Palmdale adopted Resolution No. CC 2024-032, titled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING PREPARATION OF THE ANNUAL ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2024-2025 FOR THE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1, AND NO. 2006-02," whereby the City Council proposed the continuation of the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02 (the "Districts") pursuant to the "Benefit Assessment Act of 1982" (the "Act"), being Chapter 6.4 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California (commencing with Section 54703 thereof); and

WHEREAS, Resolution No. CC 2024-032 designated NBS as the Engineer of Work for purposes of these proceedings (the "Engineer of Work") and ordered the Engineer of Work to prepare an Engineer's Report (the "Report") in accordance with the Act and Article XIIID of the California Constitution; and

WHEREAS, the Report was duly made and filed with the City Clerk, and duly considered by this City Council and found to be sufficient in every particular, whereupon it was determined that the Report should stand as the Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that July 10, 2024 at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California, was appointed as the time and place for a hearing by this City Council on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Report to pay the costs and expenses thereof.

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

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the continuation of the levy be made.

SECTION 3. The land within the Districts will be specially benefited by the operation, maintenance, and servicing of drainage and appurtenant facilities, located in public places within the boundaries of the Districts.

SECTION 4. The parcels within the Districts are assessed to pay the costs of the improvements and expenses thereof, and the exterior boundaries thereof, are as shown by a diagram thereof filed in the office of the City Clerk, which diagram is made a part hereof by reference thereto.

SECTION 5. The City Council hereby orders the improvements to be maintained as set forth in the Report, which improvements are described as follows: installation, construction, or maintenance of any authorized improvements under the Act, including, but not limited to, drainage improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

SECTION 6. The assessments are in compliance with the provisions of the Act and Article XIIID of the California Constitution, and the City Council has complied with all laws pertaining to the levy of annual assessments pursuant to the Act and Article XIIID of the California Constitution.

SECTION 7. Reference is hereby made to the Report for a full and detailed description of the improvements, the boundaries of the Districts, and the proposed assessments upon assessable lots and parcels of land within the Districts. The Report as a whole and each part thereof, to wit:

i. the estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

ii. the diagram showing the Districts, plans and specifications for the improvements to be maintained, and the boundaries and dimensions of the respective lots and parcels of land within the Districts; and

iii. the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Districts in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance,

and of the expenses incidental thereto are finally approved and confirmed.

SECTION 8. Final adoption and approval of the Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the Report as hereinabove determined and ordered, is intended to and shall refer and apply to the Report, or any portion thereof as amended, modified, revised, or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this City Council.

SECTION 9. The assessment to pay the costs and expenses of the maintenance of the improvements for Fiscal Year 2024/2025 is hereby levied.

SECTION 10. Based on the oral and documentary evidence, including the Report, offered and received at the hearing, this City Council expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements in the amount of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefit.

SECTION 11. Immediately upon the adoption of this resolution, but in no event later than August 10 following such adoption, the Engineer of Work shall file the assessment and a certified copy of this resolution with the Los Angeles County Auditor (the “Auditor”). Upon such filing, the Auditor shall enter on the Los Angeles County (the “County”) assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment.

SECTION 12. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Districts.

SECTION 13. The money representing assessments collected by County shall be deposited in the City Treasury to the credit of the special fund known as "Improvement Fund" previously established under the distinctive designation of each of the Districts. Moneys in the Improvement Fund shall be expended only for the maintenance, operation, and servicing of the drainage and appurtenant facilities for each of the Districts.

SECTION 14. The adoption of this resolution constitutes the continuation of the levy of assessments for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025.

SECTION 15. This Resolution shall take effect immediately upon its adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 10th day of July, 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 10th day of July, 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**		

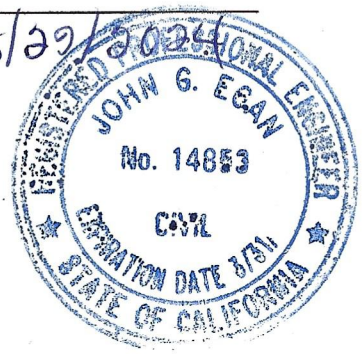
(1) Equivalent Dwelling Unit. See "Method of Assessment" for explanation of EDU apportionment.

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

John G. Egan, P. E.
Assessment Engineer

5/22/2024



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*."

---

[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.

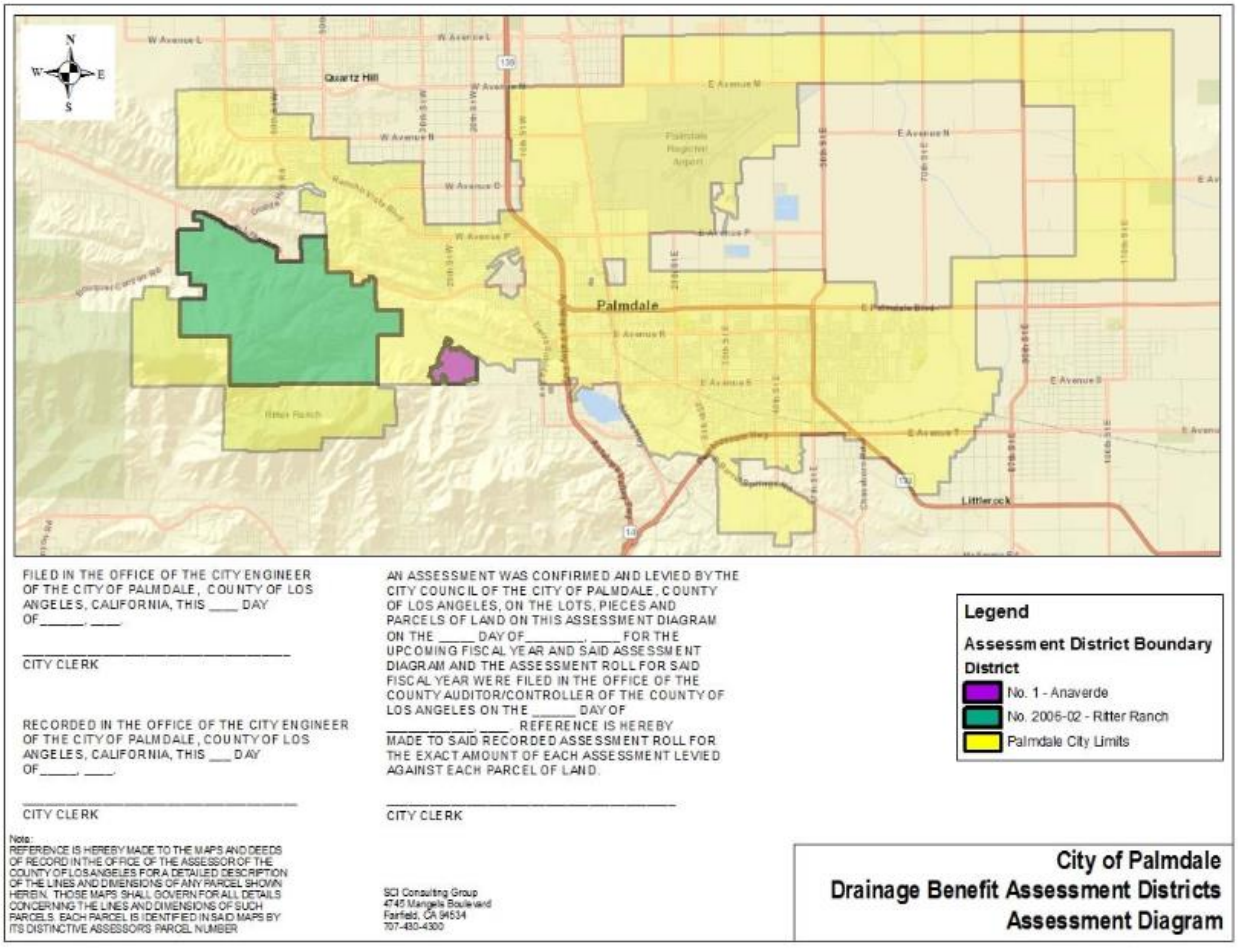
5.8 Appeals and Public Hearing

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: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-037, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2024-2025 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. Hold a public hearing to accept public testimony;

2. Approve the annual Engineer's Reports;

3. Adopt Resolution No. CC 2024-037, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025;

4. Authorize the Mayor to execute Resolution No. CC 2024-037, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2024-2025; and,

5. Order the Engineer of Work to file the assessment with the Los Angeles County Auditor.

BACKGROUND

The City's Landscape Maintenance Assessment Districts and Annexations (LMDs), Park Maintenance and Recreation Improvement District (Park District), and Streetlight Maintenance Assessment Districts and Annexations (SLMDs) (all combined and referred to as the "Districts") were approved by property owners pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution.

The LMDs 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 dry wells located in public places within the boundaries of the LMDs.

The Park District funds the installation, maintenance, and servicing of public parks and recreational facilities throughout the City.

The SLMDs fund the installation, maintenance, and servicing of any authorized improvements under the Act, including, but not limited to, streetlight, traffic signal, and highway safety light improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

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 in order 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 directed NBS, the Engineer of Work, to prepare the annual Engineer's Reports for the Districts for Fiscal Year 2024-2025.

On June 5, 2024, the City Council took the second step by adopting Resolution No. CC 2024-036, which provided the intention to continue the assessments for Fiscal Year 2024-2025, preliminarily approved the Engineer's Reports prepared by NBS and established the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on Los Angeles County tax rolls.

The City Council will conduct the third and final step by holding the public hearing regarding the final approval of the Engineer's Reports and ordering the levies for Fiscal Year 2024-2025. Following the public hearing, the City Council will consider adopting Resolution No. CC 2024-037 approving the Engineer's Report for Fiscal Year 2024-2025

for the Districts and continuing the levy and collection of assessments by placing them on the Los Angeles County tax rolls.

The annual Engineer's Reports contains the information required by the Landscaping and Lighting Act of 1972 and Article XIIIC and XIIID of the California Constitution (Proposition 218) to determine the special benefit to property owners within the Districts, identify the methodology for assigning assessments to each parcel, and estimate the cost of improvements. The combined annual Engineer's Report establishes the important foundation and justification for the continued collection of the Fiscal Year 2024-2025 assessments.

FISCAL IMPACT

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

The Fiscal Year 2024-2025 annual assessment inflator for the LMDs 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.

The Park District's Fiscal Year 2024-2025 assessment inflator is 3%, and the total proposed assessment is approximately $3,163,700.

For SLMDs, 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 2024-037
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 2024-037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2024-2025 FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS

WHEREAS, on May 1, 2024, the City Council of the City of Palmdale adopted Resolution No. CC 2024-035, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING PREPARATION OF THE ANNUAL ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2024-2025 FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS," whereby the City Council proposed the continuation of the City of Palmdale Landscape Maintenance Assessment Districts and Annexations (the "Landscape Assessment Districts"), Park Maintenance and Recreation Improvement District (the "Park District"), and Streetlight Maintenance Assessment Districts and Annexations (the "Streetlight Assessment Districts", or all together, the Landscape Assessment Districts, Park District, and Streetlight Assessment Districts may be referred to as the "Districts"), pursuant to the Landscaping and Lighting Act of 1972, constituting Part 2 of Division 15 of the California Streets and Highways Code (the "Act"); and

WHEREAS, Resolution No. CC 2024-035 designated NBS as the Engineer of Work for purposes of these proceedings (the "Engineer of Work") and ordered the Engineer of Work to prepare Engineer's Reports for the Districts (the "Reports") in accordance with the Act and Article XIIID of the California Constitution; and

WHEREAS, the Reports were duly made and filed with the City Clerk, and duly considered by this City Council and found to be sufficient in every particular, whereupon it was determined that the reports should stand as the Reports for all subsequent proceedings under and pursuant to the aforesaid resolution, and that July 10, 2024 at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California, was appointed as the time and place for a hearing by this City Council on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be

heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Reports to pay the costs and expenses thereof.

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

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the continuation of the levy be made.

SECTION 3. The parcels within the Districts will be specially benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by the diagrams thereof filed in the office of the City Clerk, which diagram is made a part hereof by reference thereto.

SECTION 4. The City Council hereby orders the improvements to be maintained for the Districts, as set forth in the Reports and generally described in Exhibit A to this Resolution which Exhibit is, by this reference, incorporated herein.

SECTION 5. The assessments are in compliance with the provisions of the Act and Article XIIID of the California Constitution, and the City Council has complied with all laws pertaining to the levy of annual assessments pursuant to the Act and Article XIIID of the California Constitution.

SECTION 6. Reference is hereby made to the Reports for a full and detailed description of the improvements, the boundaries of the Districts, and the proposed assessments upon assessable lots and parcels of land within the Districts. The Reports as a whole and each part thereof, to wit:

i. the estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

ii. the diagram showing the Districts, plans and specifications for the improvements to be maintained, and the boundaries and dimensions of the respective lots and parcels of land within the Districts; and

iii. the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Districts in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto are finally approved and confirmed.

SECTION 7. Final adoption and approval of the Reports as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the Reports as hereinabove determined and ordered, is intended to and shall refer and apply to the Reports, or any portion thereof as amended, modified, revised, or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this City Council.

SECTION 8. The assessment to pay the costs and expenses of the maintenance of the improvements for Fiscal Year 2024-2025 is hereby levied.

SECTION 9. Based on the oral and documentary evidence, including the Reports, offered and received at the hearing, this City Council expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements in the amount of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefit.

SECTION 10. Immediately upon the adoption of this resolution, but in no event later than August 10 following such adoption, the Engineer of Work shall file the assessment and a certified copy of this resolution with the Los Angeles County Auditor (the “Auditor”). Upon such filing, the Auditor shall enter on the Los Angeles County (the “County”) assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment.

SECTION 11. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Districts.

SECTION 12. The money representing assessments collected by County shall be deposited in the City Treasury to the credit of the special fund known as "Improvement Fund" previously established under the distinctive designation of each of the Districts. Moneys in the Improvement Fund shall be expended only for the maintenance, servicing, construction, or installation of the improvements for Districts specified in the Reports.

SECTION 13. The adoption of this resolution constitutes the continuation of assessments for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025.

SECTION 14. This Resolution shall take effect immediately upon its adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 10th day of July, 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 10th day of July, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

EXHIBIT A
CITY OF PALMDALE
GENERAL DESCRIPTION OF THE IMPROVEMENTS

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

PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT: The City maintains park facilities in locations throughout its boundaries, which contain over 48,000 parcels. The Park Maintenance and Recreation Improvement District (the “Park District”) provides funding for the installation, maintenance, and servicing of parks and recreation facilities within the City, including, but not limited to the City’s current parks and recreation facilities:

- Poncitlán Square (4 Acres), 38315 9th Street East
- Tejon Park Barrel Springs Equestrian Arena (20 Acres), East of Sierra Highway / South of Barrel Springs Road
- Pelona Vista Park (73 Acres), 37800 Tierra Subida Avenue
- Manzanita Heights Park (5 Acres), 431 Mesa Verde Street
- Arnie Quinones Park (2.5 Acres), 41003 50th Street West
- Desert Sands Park (20 Acres), 39117 3rd Street East
- Joe Davies Heritage Airpark at Palmdale Plant 42 (20 Acres), 2001 East Avenue P
- William J. McAdam Park & Pool (20 Acres), 38115 30th Street East
- Domenic Massari Park (40 Acres), 37716 55th Street East
- Sam Yellen Park (24.93 acres), Phase 1 completed (12 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 (7.5 Acres), 38226 10th Street East
- Legacy Commons (new Palmdale Senior Center opened 2010) (14,000 square feet), 930 E. Avenue Q-9

- Palmdale Senior Center Park (1 acre) park site between 9th Street East & 10th Street East and Q-9 & Q-10
- Dry Town Waterpark (7 acres), at Palmdale Oasis Park, 3850-B E. Avenue S
- Palmdale Oasis Recreation Center (17,500 square feet), 3850-A E. Avenue S
- Palmdale Oasis Park (33 acres), southwest corner of Avenue S and 40th Street East, 3850-A E. Avenue S
- Competition Swimming Pool at Palmdale Oasis Park, 3850-C E Avenue S
- Marie Kerr Park (57 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 Acres), (not developed, currently used for overflow parking), 2723 Rancho Vista Boulevard
- Dr. Robert C.17 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 Acres), Bolz Ranch / Town Center Road (not developed)
- Palmenthol History Park (16.3 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)

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 amphitheatre, additional sports fields, improvements to park safety including enhanced lighting, replacement of antiquated playground equipment, additional park maintenance services, acquisition of lands for parks and recreation uses, and expansion of existing parks and recreation areas. The work and improvements are generally described as follows:

- Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, amphitheaters, tennis courts, gymnasiums, senior centers, recreation centers, aquatic parks, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape

corridors, open space, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, graffiti removal and repainting, and labor, materials, supplies, utilities, equipment, and any debt service on bonds or other indebtedness issued for the work and improvements as applicable, at each of the locations owned, operated or maintained by the City. Plans and specifications for these improvements are filed with the Director of Parks and Recreation of the City and are incorporated herein by reference.

- Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to the Act; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to the Act; and (g) costs associated with any elections held for the approval of a new or increased assessment pursuant to the Act.

The assessment proceeds will be exclusively used for improvements within the Park District plus incidental expenses. Reference is made to the plans and specifications, including specific expenditure and improvement plans by park/recreation site, which are on file with the City.

STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS: The improvements to be maintained are described as follows: installation, maintenance, and servicing of any authorized improvements under the Act, including, but not limited to streetlight, traffic signal, highway safety light improvements, and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

CITY OF PALMDALE

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

Landscape Maintenance Assessment Districts and Annexations

May 2024

Prepared by:

NBS
helping communities fund tomorrow
nbsgov.com

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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

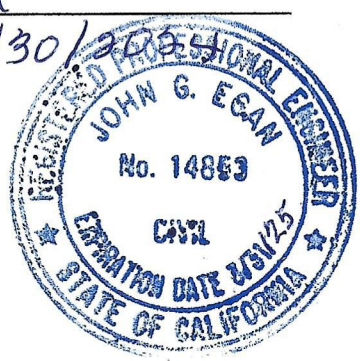
(1) Includes parcels levied and active parcels not yet subject to the assessment.
(2) Includes only EDUs for districts which are levied in Fiscal Year 2024/25.
(3) A list of the Assessment Districts and annexations containing the total proposed Fiscal Year 2024/25 assessments, the number of parcels assessed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

John G. Egan, P. E.
Assessment Engineer

5/30/2024



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

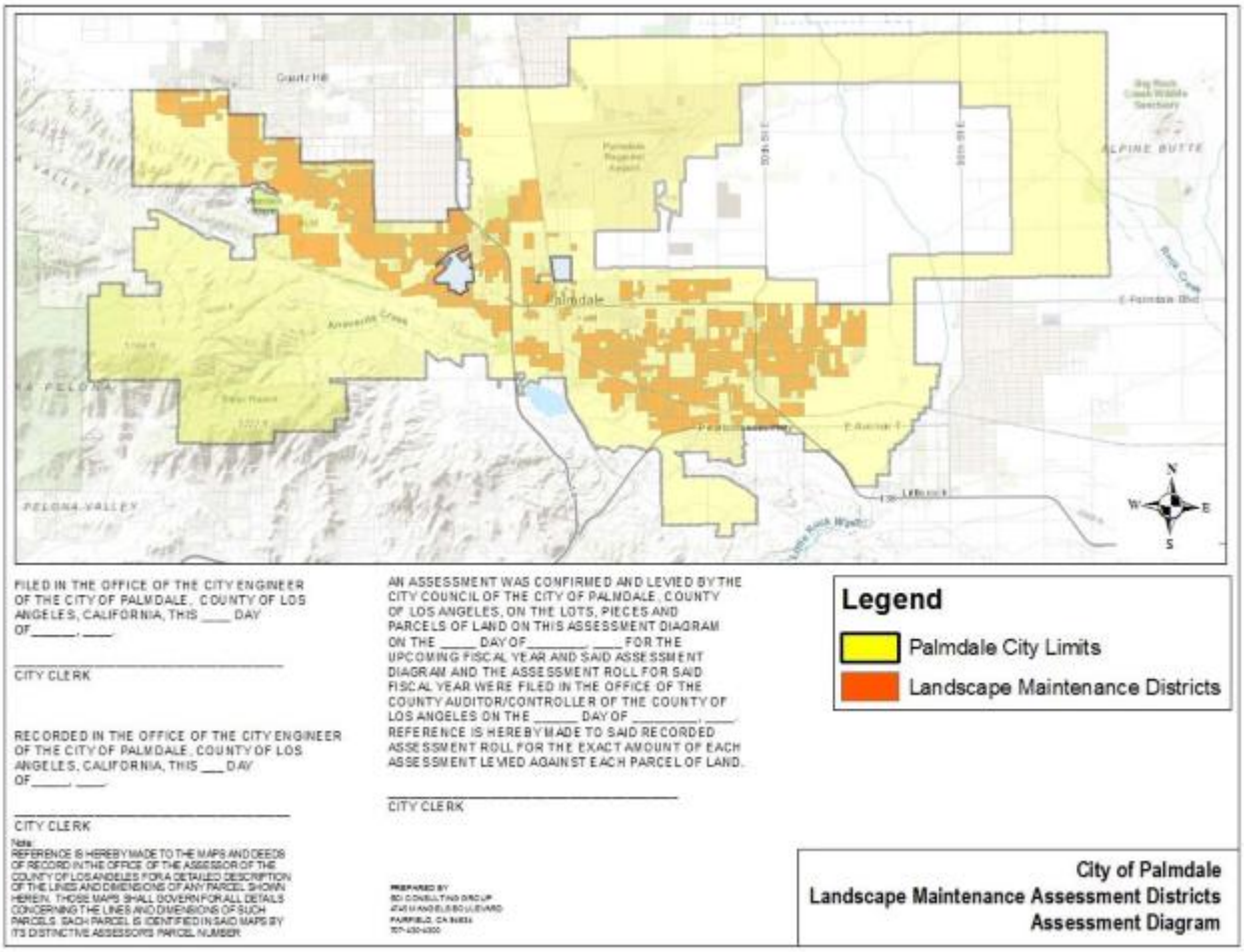
The Assessment Districts were formed or annexed in previous years. It is proposed that the assessments be continued every year after their formation or annexation, so long as the public improvements need to be maintained and improved, and the City requires funding for the improvements in each Assessment 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

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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.

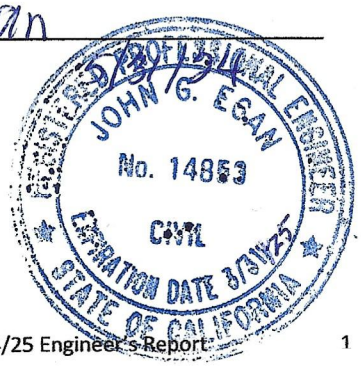
Zone of Benefit	Parcels[1]	SFE Units[2]	FY 2024/25 Proposed Assessment Amount	FY 2024/25 Proposed Assessment Rate Per SFE	FY 2024/25 Maximum Assessment Rate Per SFE
Zone A	42,862	49,204.29	$3,038,829.65	$61.76	$61.76
Zone B	360	132.59	4,091.59	30.88	30.88
Zone C	2,240	1,954.66	120,719.24	61.76	61.76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

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.

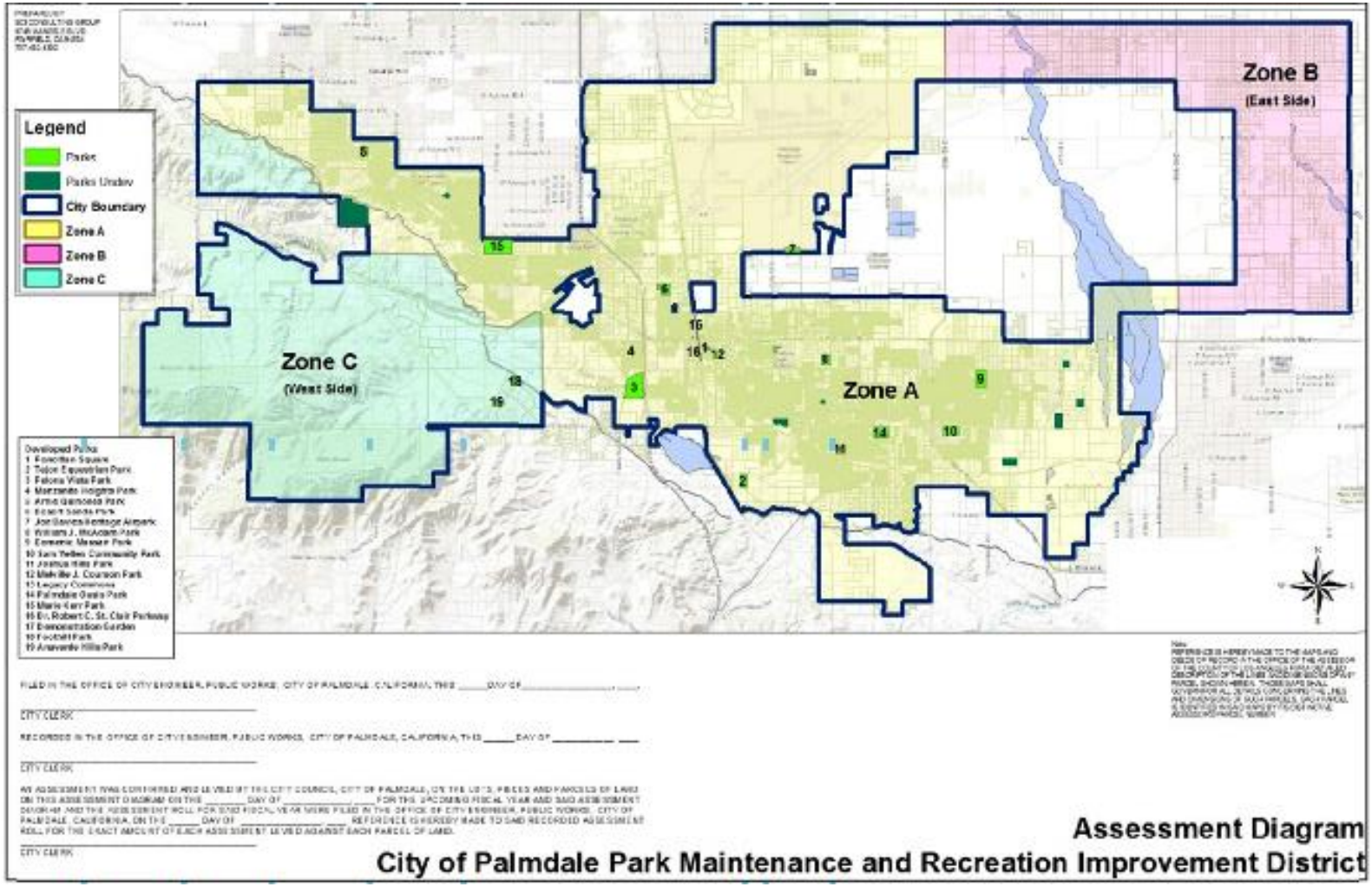
5.11 Appeals and Public Hearing

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

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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.

John G Egan 5/31/24

John G. Egan, P. E.
Assessment Engineer

REGISTERED PROFESSIONAL ENGINEER
JOHN G. EGAN
No. 14853
CIVIL
EXPIRATION DATE 8/31/25
STATE OF CALIFORNIA

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.

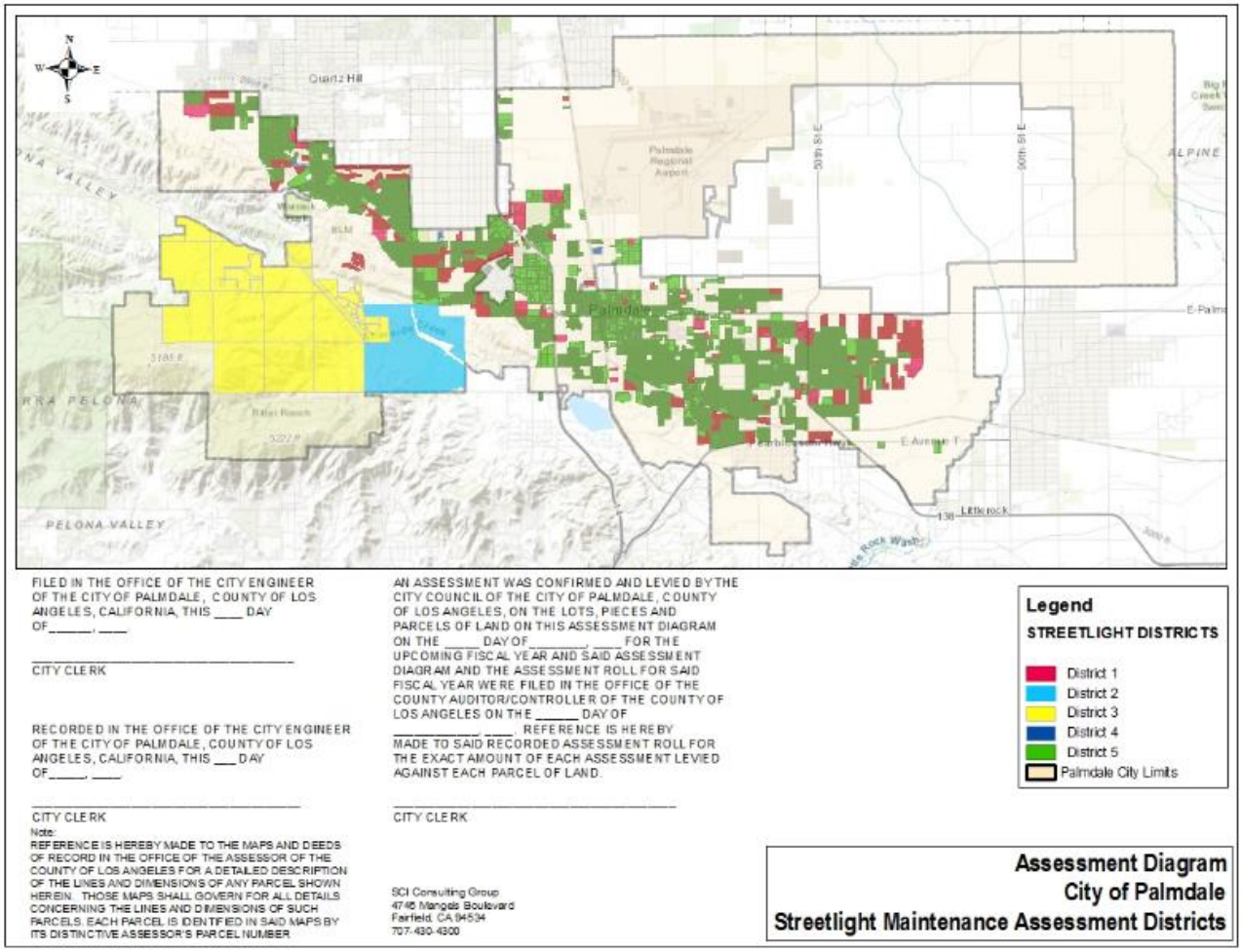
[13] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

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: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO CC 2024-038, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE UPDATING THE SEWER COLLECTION SERVICE CHARGE FOR THE OPERATION AND MAINTENANCE OF THE PALMDALE SEWER COLLECTION SYSTEM FOR FISCAL YEAR 2024-2025**

RECOMMENDATION

Staff recommends that the City Council:

1. Hold the public hearing to accept public testimony;

2. Adopt Resolution No. CC 2024-038, a Resolution of the City Council of the City of Palmdale updating the sewer collection service charge and ordering the continuation of the charge for the operation and maintenance of the Palmdale sewer collection system for Fiscal Year 2024-2025; and,

3. Authorize the Mayor to execute Resolution No. CC 2024-038, a Resolution of the City Council of the City of Palmdale updating the sewer collection service charge for the operation and maintenance of the Palmdale sewer collection system for Fiscal Year 2024-2025.

BACKGROUND

In July 2009, the City took over the maintenance and operation of the sewer collection system from the Consolidated Sewer Maintenance District (CSMD) of Los Angeles County. At that time, the City withdrew from CSMD and became responsible for the sewer collection system's maintenance, operation, repair, rehabilitation, and replacement within the City boundary. The City-owned collection facilities convey wastewater to trunk sewers and treatment facilities owned by Sanitation Districts #14 and #20 of Los Angeles County.

To fund the operation and maintenance of the sewer collection system, the City initiated notification and protest proceedings as specified in Section 53750 of the California State Government Code and Article XIII D of the California State Constitution. On June 18, 2008, the City Council held a public hearing regarding the sewer system funding. A majority of property owners did not present written protests, and therefore, the City Council passed Resolution CC 2008-056, which adopted the fee. Additionally, on June 18, 2008, the City Council adopted Ordinance 1353, adopting Chapter 13.05 of the Palmdale Municipal Code, establishing a Sewer Collection Service Charge. On April 1, 2009, the City Council adopted Ordinance 1361, amending Section 13.05.130 of Chapter 13.05 of the Palmdale Municipal Code.

In 2020, the City initiated a rate study to review the sewer collection service charges. The "Sewer Service Charge Analysis, Five Year Rate Proposal" (the "Rate Study") was completed by Bartle Wells Associates in April 2020. The Rate Study determined that the City currently receives sufficient revenues from the fee to provide its sewer collection services, sewer-related repairs, and capital projects. The analysis further states that the sewer enterprise fund is in good financial condition, and the fee should continue to be applied unchanged at the rate of $103.63 per sewage unit for five years, from Fiscal Year 2020-21 to Fiscal Year 2024-25.

DISCUSSION

The City has contracted with NBS Government Finance Group to prepare the Fiscal Year 2024-2025 Sewer Collection Service Charge Report, dated June 2024. This report contains the methodology for determining and assigning the fee to each parcel, estimates the cost for operations and maintenance of the sewer collection system, and lists the fee rate.

The City Council will hold a public hearing regarding the approval of the Fiscal Year 2024-2025 Sewer Collection Service Charge Report dated June 2024 and the ordering of the levy for Fiscal Year 2024-2025. Following the public hearing, the City Council will consider adopting Resolution No. CC 2024-038, ordering the continuation of the charge for the operation and maintenance of the City's sewer collection system and the continuation of the levy and collection of the fee on the Los Angeles County tax rolls.

FISCAL IMPACT

$5,555,034.15; Anticipated revenues from the proposed fee for Fiscal Year 2024-2025 is $5,555,034.15. Details of the Fee are within the Fiscal Year 2024-2025 Sewer Collection Service Charge Report, dated June 2024, included as an attachment.

Approval of the fee would result in revenues that will fund the maintenance and operation of the sewer collection system owned and operated by the City for Fiscal Year 2024-2025. The fee for Fiscal Year 2024-2025 is $103.63 per sewage unit, which is the same rate since Fiscal Year 2010-2011.

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 2024-038
Rpt. Fiscal Year 2024-2025 Sewer Collection Service Charge Report

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-038

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE UPDATING THE SEWER COLLECTION SERVICE CHARGE AND ORDERING THE CONTINUATION OF THE CHARGE FOR THE OPERATION AND MAINTENANCE OF THE PALMDALE SEWER COLLECTION SYSTEM FOR FISCAL YEAR 2024-2025

WHEREAS, the City of Palmdale owns the local sewer system and requires sufficient fees and charges to fund the operation, maintenance and replacement of the sanitary sewer system; and

WHEREAS, on June 4, 2008, the City Council adopted Resolution No. CC 2008-056 approving the Sewer Fee Report for the Palmdale Sewer System Analysis, dated April 2008, to establish a Sewer Collection Service Charge to fund the collection, operation and maintenance of the Palmdale Sewer Collection System; and

WHEREAS, on June 18, 2008, the City Council adopted Ordinance 1353 adopting Chapter 13.05 of the Palmdale Municipal Code establishing a Sewer Collection Service Charge on all properties within the corporate limits of the City of Palmdale; and

WHEREAS, on April 1, 2009, the City Council adopted Ordinance 1361, amending Section 13.05.130 of Chapter 13.05 of the Palmdale Municipal Code relative to sewer collection service charges and clarifying certain sewage units in Section 13.05.130, Table A, to correct some errors in the number of sewage units for designated land uses; and

WHEREAS, in April 2020, the City prepared a Sewer Rate Study to review the Sewer Collection Service Charge, which determined that the sewer service charge rate of $103.63 per sewer unit, applied since Fiscal Year 2010-2011, provides sufficient revenue to fund the operations and maintenance of the sewer collection system and sewer related repairs and expansion as required, and therefore determined the sewer service charge rate should continue to be applied unchanged for the next five years, from Fiscal Year 2020-2021 to Fiscal Year 2024-2025; and

WHEREAS, City staff will submit an annual report each fiscal year determining the actual amount of sewer service charges to be levied and shall submit such annual report to the City Council for approval. After which, the sewer service charges may be levied and collected in the manner as set forth in Ordinance No. 1353, and Ordinance No. 1361.

WHEREAS, on July 10, 2024 at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California, a public

hearing was conducted by this City Council on the question of the levy of the proposed sewer service charge, notice of which hearing was given as required by law.

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the sewer service charge prepared by and made a part of the Fiscal Year 2024-2025 Sewer Collection Service Charge Report dated June 2024.

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

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The City Council of the City of Palmdale hereby finds that the public interest and convenience requires the continued maintenance and operation of the Palmdale Sewer System improvements within the City of Palmdale's boundaries.

SECTION 3. The sewer service charges as set forth in the Fiscal Year 2024-2025 Sewer Collection Service Charge Report dated June 2024, or as modified, are hereby approved, confirmed, and adopted by the City Council.

SECTION 4. The sewer service charge rates shown in Ordinance No. 1353 for Fiscal Years 2008-2009, 2009-2010, and 2010-2011 are the maximum sewer service charge rates allowed for these years, and the sewer charge applied for Fiscal Year 2024-2025 is the same as the sewer service charge rate approved since Fiscal Year 2010-2011, as justified by the Fiscal Year 2024-2025 Sewer Collection Service Charge Report dated June 2024.

SECTION 5. The adoption of this Resolution constitutes the continuation of the levy of the sewer service charge rate of $103.63 per sewage unit for benefiting parcels for the operation and maintenance of the Palmdale Sewer Collection System for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025.

SECTION 6. The amount of sewer service charges to be assessed for the expenses of the maintenance, operation, and service, as described in the Fiscal Year 2024-2025 Sewer Collection Service Charge Report dated June 2024, Ordinance No. 1353, and Ordinance No. 1361, shall be collected at the same time and in the same manner as Los Angeles County taxes are collected. Sewer service charge revenue shall be disbursed and expended for the maintenance, operation, and service of the Palmdale Sewer Collection System, all as described in the annual Fiscal Year 2024-2025 Sewer Collection Service Charge Report and in Ordinance No. 1353.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution and shall file a certified copy with the Los Angeles County Auditor.

PASSED, APPROVED and **ADOPTED** this 10th day of July, 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 10th day of July, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Fiscal Year 2024/25 Sewer Fee Report For:

Sewer Collection Service Charge

June 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. INTRODUCTION

1.1 Background

In July 2009, the City of Palmdale (the "City") took over the maintenance and operation of the sewer collection system from the Consolidated Sewer Maintenance District (CSMD) of Los Angeles County. At that time, the City withdrew from the CSMD and became responsible for the maintenance, operation, repair, rehabilitation, and replacement of the sewer collection system within the City's boundary. The City-owned collection facilities convey wastewater to trunk sewers and treatment facilities owned by Sanitation Districts #14 and #20 of Los Angeles County.

In order to fund the operation and maintenance of the sewer collection system, the City initiated notification and protest proceedings as specified in Section 53750 of the California State Government Code and Article XIII D of the California State Constitution. Notices were mailed to property owners in areas currently served by the municipal sewer system or likely to be served by the municipal sewer system in the future. The notice explained the reason for the proposed Sewer Collection Service Charge (the "Fee"), the method by which the Fee is calculated, and the rates for Fiscal Years 2008/09, 2009/10, and 2010/11. The notice also included the time, date, and place of a public hearing for the Fee, and instructions that property owners could file written protests against implementation of the Fee. The notice specified that if a majority of property owners filed written protests, the Fee would not be charged.

On June 18, 2008, the City held the public hearing. A majority of property owners did not present written protests, and therefore the City passed Resolution CC 2008-082 which adopted the Fee.

In 2020, the City ordered a rate study to evaluate the sewer collection service charges for the next five fiscal years. The "Sewer Service Charge Analysis, Five Year Rate Proposal" (the "Rate Study") was completed by Bartle Wells Associates in April 2020. The Rate Study shows that the City currently receives enough revenues from the Fee to provide its sewer collection services, sewer related repairs, and capital projects. The Rate Study analysis further states that the sewer enterprise is in good financial condition, and an increased rate above the current rate of $103.63 per sewage unit is not anticipated for five years.

The Fee funds only the maintenance and operation of the sewer collection system within the City and does not fund the maintenance and operation of either the trunk sewers or wastewater treatment facilities.

1.2 Process for Annual Fee

The resolution adopting the Fee specified that a written report shall be filed annually with the City Clerk, which contains a description of each parcel of real property receiving the Fee and the amount of the charge for each parcel for the year, computed as described by the resolution.

The City Clerk shall give notice of the filing of the written report, and of the time and place of the public hearing thereon. The City Council shall hear and consider all objections or protests, if any. Upon conclusion of the hearing, the City Council may adopt, revise, change, reduce or modify any charge or overrule any or all objections and shall make its determination upon each charge as described in said report.

The Fee is collected at the same time and in the same manner as County taxes. The Fee roll is submitted each year to the Los Angeles County Auditor in August for inclusion on the Los Angeles County property tax bill.

1.3 Legislative Context

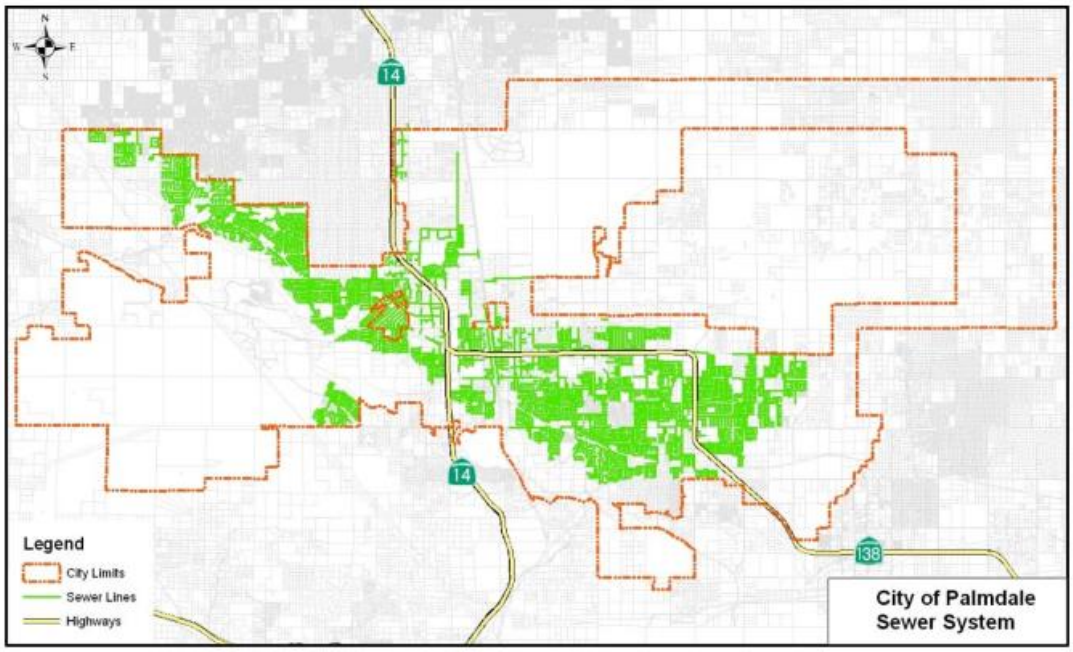
In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D, Section 6, specifically describes property related fees.

Proposition 218 provides for property-related fees to be levied to fund the cost of providing services, including sewer service, to property. Proposition 218 describes a number of important requirements, including property-owner notification and public hearings, for the imposition, increase, and extension of fees, and these requirements are satisfied by the process used to establish this Fee.

2. PLANS AND SPECIFICATIONS

The City owns approximately 400 miles of sewer mains and two pump stations. Effective July 1, 2009, the pump stations are operated and maintained by CSMD under an agreement with the City.

Sewer System Overview



2.1 Parcel Inventory

An inventory of parcels served by City sewers was obtained from CSMD in early 2008. This inventory was updated using GIS parcel and sewer main data, sewer connection permits, and aerial photographs to accurately identify parcels receiving sewer service from the City. In addition, property owners who contacted the City after receiving notice of the proposed Fee and provided evidence that the property was served by a septic system were removed from the inventory. Parcels with direct connections to trunk sewers maintained by the Los Angeles County Sanitation District ("CSD") were also removed from the inventory. As of May 2024, the inventory shows 39,706 parcels are served by City sewers. A land use breakdown of the parcels is shown in the following table, Parcels by Property Type.

Table 1. Parcel by Property Type

Property Type	Parcels
Residential	38,446
Multi-Family Residential	290
Commercial or Industrial	825
Other[(1)]	145
Total:	**39,706**

(1) Includes Golf Course, Government, Institutional, Parking/Storage and Vacant property types.

2.2 Property Classification

The initial property classifications for the Fee were set forth in an Engineer's Report prepared by Bartle Wells Associates dated April 2008 and subsequently updated by Palmdale City Ordinance 1361 enacted on April 1, 2009. The classifications are based on property type and land use and designate a "sewage unit" value for each property type. The April 2008 report found that there was a "reasonable relationship" between the number of sewage units assigned to each property type and the relative sewage flow from these property types but suggested that the City may wish to perform a more detailed rate study to examine and confirm these relationships.

The property classifications and sewage units contained in Palmdale City Ordinance 1361 will be used for calculation of the Fiscal Year 2024/25 Fee, and are shown in the following table, Sewage Units by Property Type.

Table 2. Sewage Units by Property Type[(1)]

Land Use	Number of Sewage Units
Residential	
Single Residential Unit – Condominium	1.00
Planned Unit Development (PUD)	1.00
Single Residential Unit	1.00
Single Residential Unit with Pool	1.00
Single Residential Unit Pool and Miscellaneous	1.00
Single Residential Unit with Spa	1.00
Single Residential Unit with Guesthouse	1.00
Other Improvements Only	1.00
Double, Duplex or Two Units	2.00
Double, Duplex or Two Units with Pool	2.00
Three Units (Any Combo)	3.00
Three Units (Any Combo) with Pool	3.00
Four Units (Any Combo)	4.00
Four Units with Pool	4.00
Five or More Apartments per Individual Residential Unit	1.00
Five or More Apartments per Individual Residential Unit with Pool	1.00
Manufactured Homes	
Manufactured Homes	1.00
Rooming/Boarding House	
Rooming/Boarding House	3.00
Manufactured Home Parks	1.00
Manufactured Home Parks with Pool	1.00
Mobile Home Park	1.00
Commercial	
Commercial – General	1.00
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	2.00
Stores	
Stores	1.00
Stores Combination	
Store and Office Combo	2.00
Store and Residential Combo with Lift	2.00
Store and Residential Combo	2.00
Department Store	

Land Use	Number of Sewage Units
Department Store	5.00
Discount Department Store	5.00
Building Supplies	5.00
Retail-Warehouse Combo	5.00
Department Store/Warehouse	5.00
Supermarket	
Supermarket	5.00
Supermarket (1,199 Square Feet through 6,000 Square Feet)	5.00
Shopping Center (Neighborhood)	
Shopping Center	10.00
Shopping Center with Lift	10.00
Shopping Center (Regional)	
Shopping Center	30.00
Office and Government Building	
Office and Government Building	5.00
Office and Residential (2-story)	5.00
Office Building (Loft Type Building)	3.00
Office and Residential	2.00
Hotel and Motel	
Hotel and Motel (Under 50 Rooms)	25.00
Hotel (50 Rooms and Over)	40.00
Motel (50 Rooms and Over)	40.00
Motel (50 Rooms and Over with Pool)	40.00
Professional Buildings	
Professional Building	5.00
Medical Dental Building	5.00
Medical Dental Building (2-story)	5.00
Veterinary Clinic	5.00
Restaurant, Cocktail Lounge	
Restaurant, Cocktail Lounge	5.00
Fast Food – Walk Up	2.00
Wholesale and Manufacturing Outlet	
Wholesale and Manufacturing Outlet	2.00
Bank, Savings and Loan	
Bank, Savings and Loan	1.00
Service Shop	
Service Shop	2.00
Service Station	
No Additional Services	1.00
Service Station with Lift	1.00
Convenience Store	2.00
Self-Service with Lift	1.00
Self-Service Station	1.00
Self-Service with No Additional Services	1.00
With Carwash, with Lift	5.00
With Carwash, with No Additional Services	5.00
Auto, Recreational Equipment, Construction Equipment Sales and Service	
Auto, Recreational Equipment, Construction Equipment Sales and Service	1.00
Auto Body Repair Shop	1.00
Used Car Sales	1.00
New Car Sales and Service	3.00

Land Use	Number of Sewage Units
Car Wash Only	5.00
Car Wash Only, Self-Service Type	5.00
Auto Service Centers (No Gasoline)	1.00
Parking Lot (Commercial Use Property)	
Parking Lot with Lift	0.50
Parking Lot	0.50
Lots – Commercial Parking	0.50
Parking Lot Commercial	0.50
Nursery or Greenhouse	
Nursery or Greenhouse	1.00
Vacant Land	
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	2.00
Industrial	
Miscellaneous Industrial	2.00
Light Manufacturing	
Light Manufacturing with Lift	5.00
Light Manufacturing	5.00
Industrial Heavy Manufacturing	100.00
Warehousing Distribution Storage	
Warehousing Distribution Storage Under 10,000 Square Feet	2.00
Warehousing Distribution Storage – 10,000 to 24,999 Square Feet	2.00
Warehousing Distribution Storage – 25,000 to 50,000 Square Feet	2.00
Warehousing Distribution Storage Over 50,000 Square Feet	2.00
Public Storage – Mini Warehouse	2.00
Food Processing Plant	
With Wireless Communication Tower	200.00
Motion Picture, Radio, TV	
General Motion Picture, Radio, TV	1.00
Lumber Yard	
Lumber Yard	1.00
Mineral Processing	
Mineral Processing General	2.00
Mineral Processing Cement/Gravel	2.00
Parking Lots – Industrial Use Open Storage	0.50
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	1.00
Open Storage	1.00
Irrigated Farms	
Private Rural Pumping Plant	0.50
Irrigated Farm – Field Crops	0.50
Irrigated Farm – Fruit and Nuts	0.50
Irrigated Farm – Feed Lots	0.50
Dry Farm	
Dry Farm – Fruit and Nuts	0.50
Dry Farm – Pasture	0.50
Dry Farm – Field Crops	0.50
Recreational	
Theatre	2.00
Bowling Alleys	
Bowling Alley	5.00

Land Use	Number of Sewage Units
Clubs, Lodge Halls, Fraternal Organizations	
Clubs, Lodge Halls, Fraternal Organizations	2.00
Athletic and Amusement Facilities	
Athletic and Amusement Facilities	10.00
Commercial Swimming Pools, School	5.00
Athletic and Amusement Facilities – Gyms	2.00
Athletic and Amusement Facilities – Tennis	2.00
Golf Courses	3.00
Church	
Church	2.00
Church Parking Lot	0.50
School	
School	5.00
Hospital	
Hospital	100.00
Convalescent Hospital, Nursing Home	50.00
Homes for Aged and Others	
Homes for Aged and Others	10.00
Cemetery, Mausoleum, Mortuary	
Cemetery, Mausoleum, Mortuary	1.00
Cemetery, Mausoleum	1.00
Miscellaneous	
State Assessed Property Utility, Commercial and Mutual: Pumping Plant	5.00

(1) Source: Palmdale Municipal Code 13.05.130 Table A – Sewage Units for designated land uses.

3. ESTIMATE OF COSTS

Revenue from the collection of the Fee will fund expenses incurred by the City related to the operation and maintenance of its sewer collection system. These expenses include costs for labor, engineering and support staff time, staff and operating facilities, materials, equipment, operation, and maintenance of the sewer collection system. The City must also generate revenue to perform repairs, rehabilitation, and replacement of aging sewer mains. Capital expenditures are included in the estimated costs.

An initial five-year estimate of expenses required to operate and maintain the City sewer collection system was developed by City staff. These expenses include salaries and benefits for City staff that will be performing the maintenance and operational activities, professional engineering consulting services, and equipment purchases.

As previously mentioned, Bartle Wells Associates prepared a Rate Study in April 2020 to review the City revenues and expenses, in order to evaluate if the current Fee rate of $103.63 per sewage unit is adequate or if it should be increased. The Rate Study shows that the City currently receives enough funding from the annual Fee to provide its operation and maintenance of the sewer collection system, and to perform sewer related repairs and expansion as needed. It was also anticipated that the current sewage unit charge of $103.63 will be sufficient for the following five years. Therefore, the City plans on continuing assessing the same charge of $103.63 per sewage unit for the five years, from Fiscal Year 2020/21 through 2024/25.

3.1 Estimated Costs and Revenue Required

The estimated cost of providing sewer collection services for Fiscal Year 2024/25, as prepared by City staff, and total estimated revenues, are shown in the following table, Summary of Estimated Costs and Revenues for Fiscal Year 2024/25.

Table 3. Summary of Estimated Costs and Revenues for Fiscal Year 2024/25

Description	Proposed FY 2024/25 Costs[1]
Revenues	
Sewer Service Charges	$5,555,034.15
Other Revenues	
Development Fees	$804,000.00
Sewer Service Charges – Late Payments Fees and Delinquencies	20,400.00
Licenses & Permits	113,600.00
Finance - Pooled Cash	86,700.00
Subtotal – Other Revenues	*$1,024,700.00*
Total Revenues	**$6,579,734.15**
Expenses	
Operation and Maintenance Costs	
Personnel	$1,910,500.00
Training and Meetings	45,600.00
Operating Expenses	2,343,540.00
Capital Outlay	0.00
Total Expenses	**$4,299,640.00**
Capital Projects	
Ongoing/Carryforwards	$9,034,833.00
New	0.00
Total Capital Projects	**$9,034,833.00**
Reserves	
Capital Assets Replacement Fund (CARF) Additions[2]	$1,315,946.83
Operating Reserve (Total Exp * 3/12)[3]	1,074,910.00
Total Reserves	**$2,390,856.83**

(1) Per updated budget provided by City Staff in May 2024.

(2) The Capital Assets Replacement Fund (CARF) is a reserve fund to be used for emergencies, replacement of aging facilities such as pipe replacement, lift stations, manholes, equipment, facilities, future expansion, and other miscellaneous items required for the operation of the sanitary sewer collection system. The purpose of CARF is to be available at all times for any unforeseen emergencies, repairs and/or infrastructure upsizing. The fund is automatically replenished to remain available for future emergencies as part of the responsible maintenance of the sewer system.

(3) The Operating Reserve is a three-month reserve fund needed to operate the sanitary sewer collection system. This is a revolving balance that is always available and replenished as used.

Based on the estimated costs and revenues, as detailed in the table above, the allocation of the costs per sewage unit is shown in the following table, Budget Allocation to Property for Fiscal Year 2024/25.

Table 4. Budget Allocation to Property for Fiscal Year 2024/25

Description	Proposed FY 2024/25 Costs[1]
Budget Allocation to Property	
Other Revenues	$1,024,700.00
Contribution from Reserves (Expenses minus Revenues)	(2,280,094.15)
Expenses	(4,299,640.00)
Total	**($5,555,034.15)**
Sewer Collection Fee	
Sewage Units	53,604.50
Cost Per Sewage Unit	$103.63
Total Budget[2]	**$5,555,034.15**

(1) Per updated budget provided by City Staff in May 2024.
(2) Includes rounding.

4. METHOD AND RATE OF CALCULATION

Determination of the Fee for each parcel served by the City sewer system is a two-part process:

- First, each parcel is assigned the appropriate number of sewage units based on the property type and land use of the parcel. The sewage units are listed in Table 2. Sewage Units by Property Type and correspond to the quantity of wastewater that a parcel discharges to the sewer collection system. One sewage unit is a benchmark value representing the quantity of wastewater discharged by a typical single-family residence. Since the Fee funds the maintenance and operation of the sewer collection system, the quantity of wastewater is of primary interest while the quality of wastewater has little or no effect on system operation. Therefore, the Fee is apportioned based on the quantity of wastewater conveyed from a parcel.
- The next step is to determine the total revenue required and the number of sewage units for parcels served by the City's sewer collection system. The total revenue required is $5,555,034.15 as shown in Table 4. Budget Allocation to Property for Fiscal Year 2024/25. There are currently 53,604.50 sewage units within the area served by the City sewer collection system. Therefore, the Fee for Fiscal Year 2024/25 is $103.63 per sewage unit.

This rate of $103.63 per sewage unit remains unchanged and is the same rate used since Fiscal Year 2010/11, as it was specified in the notice mailed to property owners in 2008, as well as the April 2008 Engineer's Report referenced in Resolution No. CC 2008-082 of the Palmdale City Council, dated June 18, 2008. Furthermore, the rate per sewage unit is also supported by the Bartle Wells Associates Rate Study dated April 2020.

This Fee represents the proportional cost of service attributable to each parcel as specified in Article XIII D, Section 6(b)(3) of the California State Constitution which specifies that:

> *The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.*

Fees for sewer collection are "property-related fees and charges" as described in Article XIII D of the California State Constitution.

5. SEWER FEE PARCEL LISTING

The parcel listing is a listing of the Fee apportioned to each lot or parcel, as shown on the last equalized roll of the County Assessor. The parcel listing for Fiscal Year 2024/25 is on file with the City Engineer and is incorporated by reference herein and made part of this Report.

The following table summarizes the Fiscal Year 2024/25 Sewer Fee:

Table 5. Fiscal Year 2024/25 Sewer Fee

Description	Parcels	Sewage Units	FY 2024/25 Fee Per Sewage Unit	FY 2024/25 Fee Amount (1)
Sewer Collection Service Charge	39,706	53,604.50	$103.63	$5,555,034.15

(1) Includes rounding.

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **1, 3, AND 4**

SUBJECT: **APPROVE PLANNING COMMISSION REAPPOINTMENTS FOR DISTRICTS 1, 3, AND 4**

RECOMMENDATION

Approve the reappointment of David Lujan, District 1, Mateo Olivarez, District 3, and Getro Elize, District 4, for new terms to expire on June 30, 2026.

BACKGROUND

Planning Commission appointments are made in accordance with Section 2.46.030 of the Palmdale Municipal Code (PMC). The Planning Commission shall consist of five commissioners, each appointed from Planning Commission districts. All Commissioners shall be voting members of the Planning Commission. To be appointed, each Commissioner must be a resident of the district from which they are appointed. Members serve a two-year term.

DISCUSSION

The term for Commissioners Lujan, Olivarez, and Elize expired on June 30, 2024. All three (3) Commissioners provided written confirmation to the City Clerk of their desire to continue serving the City Council in this capacity for an additional two-year term that expires on June 30, 2026.

FISCAL IMPACT

$4,200; Commissioners receive $100 and the Chair receives $150 per meeting, budgeted in account 10118001. Meetings are held on the second Thursday of the month at 7:00 pm.

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:	Roxanne Faber, 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: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE APPOINTMENT TO THE PALMDALE AEROSPACE ACADEMY BOARD OF DIRECTORS**

RECOMMENDATION

Approve the appointment of Deputy City Manager Lopez to serve as a member of The Palmdale Aerospace Academy Board of Directors for a new term to expire on July 31, 2027.

BACKGROUND

According to The Palmdale Aerospace Academy ("TPAA") Bylaws, Article 3 Directors, Section 3.3, the City shall designate three (3) Directors to serve on the Board of Directors. According to Section 3.3 (b), "All Directors of the Corporation shall serve a term of three (3) years expiring on July 31st of the third year of office and shall hold office until the expiration of the term, for which selected and until a successor has been duly designated, or until that Director's earlier resignation or removal in accordance with these Bylaws and the California Nonprofit Corporation Law."

Directors provide an invaluable service to the Academy and represent a variety of backgrounds and many levels of expertise to the Board. The Board values diversity and expertise in curriculum, instruction, assessment, finance, business management, special education, law, facilities, and governance. Directors receive no compensation.

DISCUSSION

Director McIsaac's term will expire on July 31, 2024. There is currently one expiring position, and the City Council desires to appoint Deputy City Manager Lopez to serve on The Palmdale Aerospace Academy.

TPAA meetings are generally held on the 2nd and 4th Tuesday of the month at 5:30 pm, at the Palmdale Aerospace Academy, located at 3300 East Palmdale Boulevard, Palmdale, California.

FISCAL IMPACT

$0; There is no fiscal impact associated with this action.

TRATEGIC 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

ATTACHMENT

None

City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PARKS AND RECREATION DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-065, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE PARKS AND RECREATION MASTER PLAN**

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. CC 2024-065, approving the City of Palmdale's Parks and Recreation Master Plan.

BACKGROUND

In February 2023, the City Council approved Agreement No. A-8182 with BerryDunn to develop the community's first Park and Recreation Parks Master Plan (Plan). The process included reviewing and analyzing parks, facilities, programs, and operations. The Plan will serve as a roadmap that prioritizes future park projects and identifies sustainable methods to meet our community's growing needs. The Plan was established in alignment with the City's newly adopted 2045 General Plan and further refines the goals and priorities of the Parks, Recreation, and Open Space elements.

DISCUSSION

The Plan identifies prioritized strategies that incorporate the community's needs and industry trends. Community feedback was considered to develop a long-range vision for the City and will inform future funding, staffing, and capital improvement projects. Input was received from stakeholders, users and non-users of parks and programs, residents, employees, volunteers, and partner organizations.

Outreach efforts were provided in Spanish and English, including but not limited to social media, email blasts, notices in the AV Press, information booths at various parks and events, and posters at public facilities. A statistically valid survey was completed by

mailing surveys to a random sample of Palmdale residents, in addition to a survey that was open to the community. Trends from both survey efforts were similar.

After analyzing the reoccurring community feedback themes and industry trends, an action plan was made available to the public for input at four locations across the City, totaling more than 600 visitors. The community is most excited about goals one and three from these outreach efforts. A complete list of goals includes:

Goal 1: Continue to Improve Organizational Efficiencies
Enhance communication, staffing, and partnerships, improve awareness of safety and security in parks and facilities, and explore new opportunities to support and expand recreational programming and services.

Goal 2: Continue to Improve Programs and Service Delivery
Expand and efficiently manage diverse, affordable, and equitable recreational programs based on demand and trends.

Goal 3: Improve and Expand Facilities, Parks, and Amenities
Maintain and enhance existing parks and facilities, add new parks or components, and upgrade comfort and convenience amenities.

Goal 4: Increase Financial Opportunities
Develop an updated Capital Improvement Plan, review and restructure fees, and explore additional funding options, sponsorships, and community facilities districts to support new park development.

Goal 5: Improve Maintenance and Operations
Enhance maintenance and operations by exploring opportunities to hire additional staff, implementing improved procedures and systems, establishing an asset management program, updating the Integrated Pest Management program, enforcing a preventative maintenance schedule, and reevaluating maintenance contracts to improve overall efficiency and effectiveness.

Goal 6: Address ADA Accessibility at All Parks and Facilities
Enhance and ensure comprehensive ADA accessibility across all parks and facilities to provide an inclusive environment for the public.

Goal 7: Diversity/Equity/Inclusion
Promote diversity, equity, and inclusion, focus on addressing and improving services and facilities in underserved areas of the community.

Goal 8: Conservation, Sustainability, Climate Action, and Resilience
Prioritize sustainability, climate action, and resilience to enhance conservation efforts.

The complete Plan is available for the community to review on the project website, www.cityofpalmdale.org/ParksMasterPlan. A press release and email were sent to project subscribers and department customers to announce the project's completion.

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.

Prepared by:	Keri Smith, 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

Reso. No. 2024-065
Exh A Parks and Recreation Master Plan
PPT Parks and Recreation Master Plan Presentation

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-065

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE PARKS AND RECREATION MASTER PLAN

WHEREAS, parks, recreation facilities, trails, open space, and recreation programs and events play a critical role in supporting the quality of life of the residents of the City of Palmdale; and

WHEREAS, the City, through its Parks and Recreation Department, engaged in a fourteen-month process to identify community needs and industry trends to draft the City's first Parks and Recreation Master Plan (Plan); and

WHEREAS, the Plan will serve as a roadmap that prioritizes future park projects and identifies sustainable methods to meet our community's growing needs; and

WHEREAS, the Plan was established in alignment with the City's newly adopted 2045 General Plan and further refines the goals and priorities of the Parks, Recreation, and Open Space element; and

WHEREAS, the project engagement plan included critical public participation, incorporating input from stakeholders, users and non-users of parks and programs, residents, employees, volunteers, and partner organizations; and

WHEREAS, outreach efforts included more than 31,000 social media platform impressions and multiple email blasts to more than 63,000 addresses, resulting in nearly 10,000 visits to the project website, while ensuring outreach was available in both English and Spanish;

WHEREAS, the Plan identifies eight key goals for the City's parks and recreation system, along with objectives and action items to guide the direction of capital improvement, recreation services, and park maintenance; and

WHEREAS, by utilizing the Plan, the City will have a transparent and collaborative vision for the future of parks, facilities, trails, and open space to guide the City for the next 10 years.

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 attached *Exhibit A, Parks and Recreation Master Plan and Appendix* is hereby adopted and effective immediately.

SECTION 3. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this _____ day of _____, _____.

_____
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 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











CITY OF PALMDALE
a place to call home®

JUNE 24, 2024

PARKS AND RECREATION

MASTER PLAN



Acknowledgments

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SECTION 1

EXECUTIVE SUMMARY

The City of Palmdale (City) contracted with BerryDunn to develop the City's first Park and Recreation Master Plan in its 62 year history. The process included reviewing and analyzing the City's parks and recreations system – from facilities and parks to programs and operations. With an eye toward future opportunities, the Master Plan prioritizes forthcoming park projects through sustainable methods and community input in an effort to meet the needs of the City's growth and development. The Master Plan commits to diversity and inclusion, focuses on creating a safe and welcoming community, and improves access to public parks and recreation opportunities for all.

PURPOSE OF THIS PLAN

The Parks and Recreation Master Plan serves as a blueprint for developing goals, policies, and guidelines for the City of Palmdale. Additionally, prioritized strategies identified incorporate an understanding of the community's needs and create an action plan to achieve its goals. Citizen engagement was a key portion of the planning effort. All community feedback helped to develop a long-range vision for the Department and future funding, staffing, and capital improvements. Public participation was critical to ensure that the City's service meets the needs of all residents today, while promoting a healthy, sustainable, and equitable parks and recreation system for the future.

METHODOLOGY OF THE PLANNING PROCESS

This project was guided by the Department's project team made up of City staff, with contributions from City leadership and City Council. This team provided input to BerryDunn consultants throughout the planning process.

COMMUNITY ENGAGEMENT

- Review of previous planning efforts, City historical information.
- Extensive community involvement effort including focus groups, meetings with key stakeholders, and a community-wide public meeting.
- Interviews with City officials.
- Statistically valid and open link community needs assessment survey.
- Multiple community open house meetings.

ASSESSMENT AND ANALYSIS

- Review and assessment of relevant plans.
- Analysis of the overall parks and facilities maintenance operations.
- Analysis of services, programs, and services.
- Organizational, operational, and financial analysis.

NEEDS ASSESSMENT

- Consideration of the profile of the community and demographics, including population growth.
- Research of trends related to Palmdale's parks and facilities to help guide the efforts of the Department over the next 5 – 10 years.

PARKS AND FACILITY INVENTORY AND LEVEL OF SERVICE ANALYSIS

- Assessment of what is currently available for parks and recreation facilities and their existing conditions.
- High-level recommendations based on observations, staff, and community feedback.
- Development of recommendations, along with conceptual-level cost estimates to provide the City with a roadmap for implementing improvements throughout the short, middle, and long term.

RECOMMENDATIONS: GOALS, OBJECTIVES, AND ACTION PLAN

- Identification and categorization of recommendations into themes with goals, objectives, and an action plan for implementation.
- Development of an action plan for capital improvements including cost, funding source potentials, and time frame to support the implementation of the plan.



RECOMMENDATIONS AND GOALS

After analyzing the recurring themes and issues compiled through the study process, a variety of recommended goals and objectives to guide system planning, maintenance, capital planning, and financing for City parks and recreational facilities, programs, and services were developed.

These recommendations aim to enhance existing parks, facilities, programs, services, and amenities, while also improving organizational efficiency, and financial opportunity growth. Detailed goals, objectives, and action steps to address each recommendation are provided in Section 9.0.

GOAL 1

Continue to Improve Organizational Efficiencies

GOAL 2

Continue to Improve Programs and Service Delivery

GOAL 3

Improve and Expand Facilities, Parks, and Amenities

GOAL 4

Increase Financial Opportunities

GOAL 5

Improve Maintenance and Operations

GOAL 6

Address ADA Accessibility at All Parks and Facilities

GOAL 7

Diversity/Equity/Inclusion

GOAL 8

Conservation, Sustainability, Climate Action, and Resilience





SECTION 2

INTRODUCTION TO THE PLANNING CONTEXT

Planning Process:

- Analyzing the parks and recreation system and related planning efforts
- Identifying community trends and needs
- Reviewing programs, the organization, and finances
- Assessing facilities, parks maintenance, and taking inventory of existing parks and facilities

Future Opportunities:

- Setting goals, objectives, and an action plan to prioritize forthcoming park projects through sustainable methods
- Addressing the City's growth and development needs



OBJECTIVE OF THIS PLAN

The plan was crafted with consideration for Palmdale's existing goals, as outlined in the newly adopted 2045 General Plan. The City's General Plan delivers a commitment to diversity and inclusion, a focus on creating a safe and welcoming community, and improved access to public parks and recreation opportunities. The Park and Recreation Master Plan will serve as a blueprint for developing goals, policies, and guidelines. Prioritized strategies have been identified that incorporate an understanding of the community's needs and create an action plan that will help the community reach its goals. Detailed goals, objectives, and action steps which include capital costs, operating budget impacts, and timelines are included. An implementation plan has also been developed to guide the City through the execution of the plan.

Citizen engagement was a key portion of the planning effort. All community feedback helped to develop a long-range vision for the Department and future funding, staffing and capital improvements. Public participation was critical to ensuring that the City's service meets the needs of all residents today, while promoting a healthy, sustainable, and equitable park system for the future.

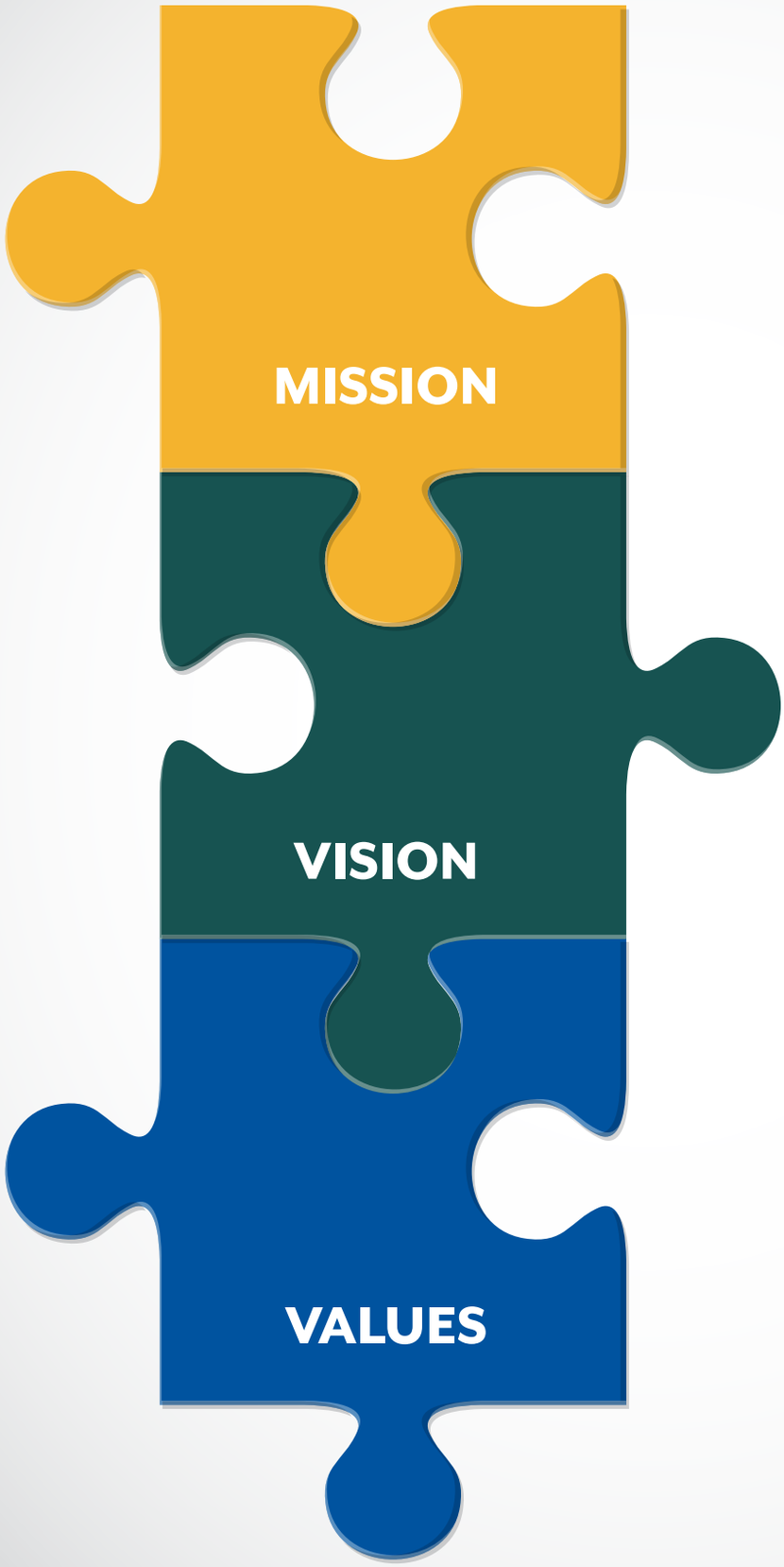


DEPARTMENT OVERVIEW

Palmdale is in northern Los Angeles County, situated within the Antelope Valley region of Southern California, approximately 60-miles driving distance from downtown Los Angeles. Palmdale city limits covers 68,019 acres (or 106.3 square miles), making it one of the largest cities (in terms of land area) in the United States. The City of Palmdale, known as the aerospace capital of America, is home to U.S. Air Force Plant 42 and Edwards Air Force Base, located approximately 40 miles from the City. The Parks and Recreation Department has a commitment to diversity and inclusion, a focus on creating a safe and welcoming community, and improved access to public parks and recreation opportunities. As outlined in the Envision Palmdale 2045 a complete community – City of Palmdale General Plan, the purpose of the Parks, Recreation, and Open Space Element is to set goals, policies, and actions related to the acquisition, management, and maintenance of parks and open space, and planning of recreational facilities and programs.

A 2002, voter-approved property tax assessment funded major park and recreation expansions, including the Palmdale Amphitheater, two new pools, other recreation buildings, DryTown Water Park, and Best of The West Softball Complex.

The Department manages several parks and recreation facilities including community centers, public pools, an outdoor amphitheater, playhouse, and waterpark. The Department provides programs and services as well as provides facility rentals for programs and events. Greater detail related to parks and facilities inventory and programs and services are included in later sections of this report.



MISSION

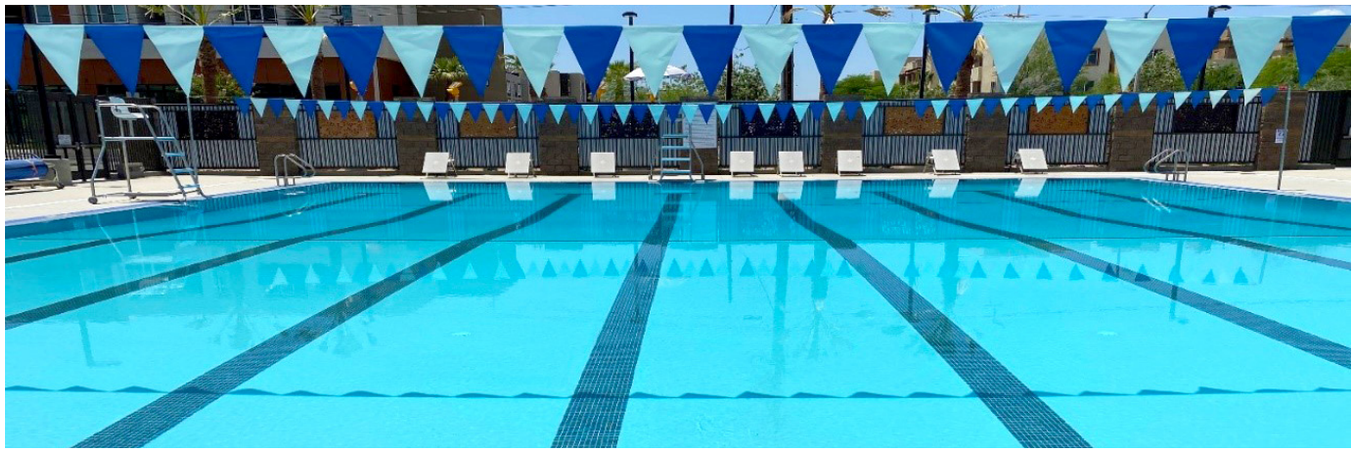
Our mission is to enrich the lives of the residents of Palmdale by providing safe, welcoming and accessible parks, programs and facilities; creating affordable and diverse human services to learn, play, build community and thrive; protecting and preserve regional parklands and facilities for the health, enjoyment and inspiration of residents; cultivating community partnerships to strengthen services; fostering performance and visual art programs that are reflective, celebratory and instill community pride.

VISION

Our vision is to provide services, programs and events that foster a flourishing and healthy community where everyone can create experiences where they live, learn, work, and play. To create experiences that instill a sense of home, pride, and belonging, while contributing to the cultural and economic fabric of our community.

VALUES

- Grounded in Integrity
- Nurture Teamwork
- Cultivate Greatness
- Committed to Service
- Master the Possibilities



RELATED PLANNING EFFORTS AND INTEGRATION

As part of the master planning process, BerryDunn evaluated and utilized information from the City and Department's recent and/or current planning work. The project team consolidated relevant information from these planning documents, inventory maps, budgets, work plans, and funding plans to facilitate the thorough coordination of direction and recommendations. Documents included:

- Envision Palmdale 2045 a complete community – City of Palmdale General Plan
- Policies and procedures documents
  - » Department Policies
- City contracts and policies
  - » Contracts, leases, agreements
  - » Event agreements
  - » School reciprocal use policies
  - » Youth team agreements
- Department documents
  - » Annual reports
  - » Brochures
- Other City plans

METHODOLOGY OF THIS PLANNING PROCESS

This project has been guided by the Department's project team made up of Department staff, with input from the City Leadership and other Departments. This team provided input to the BerryDunn consulting team throughout the planning process. This collaborative effort created a plan that fully utilizes the consultants' expertise and incorporates the local knowledge and institutional history that only community members can provide.

The project consisted of the following tasks:

- City Council Initial Presentation: February 1, 2023
- Strategic Kickoff: February 16, 2023
- Focus Groups: April 2023
- Stakeholder Interviews: April 2023
- Public Open House: April 2023
- Staff SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis: April 2023
- Community Needs Assessment Survey: May & July 2023
- Inventory: April 2023
- Level of Service (LOS) Analysis: April – September 2023
- Findings Presentation: November 1 and 2, 2023





SECTION 3

OUR COMMUNITY, TRENDS, AND IDENTIFIED NEEDS

DEMOGRAPHIC PROFILE

The 2020 Census estimated a population of 169,450 for the City of Palmdale. Collectively, the population of Antelope Valley (including the City of Lancaster and surrounding unincorporated communities) exceeds half a million residents.

The residents of Palmdale make up a culturally rich and diverse population. While English is the most common language spoken, more than 47% of residents speak a language other than English at home. Spanish is a widely used first or second language.

To capture the local social fabric of the City, the following community profile was developed with data from the 2020 American Community Survey. The figure below provides a snapshot of the City today and identifies key considerations for the General Plan goals and policies.

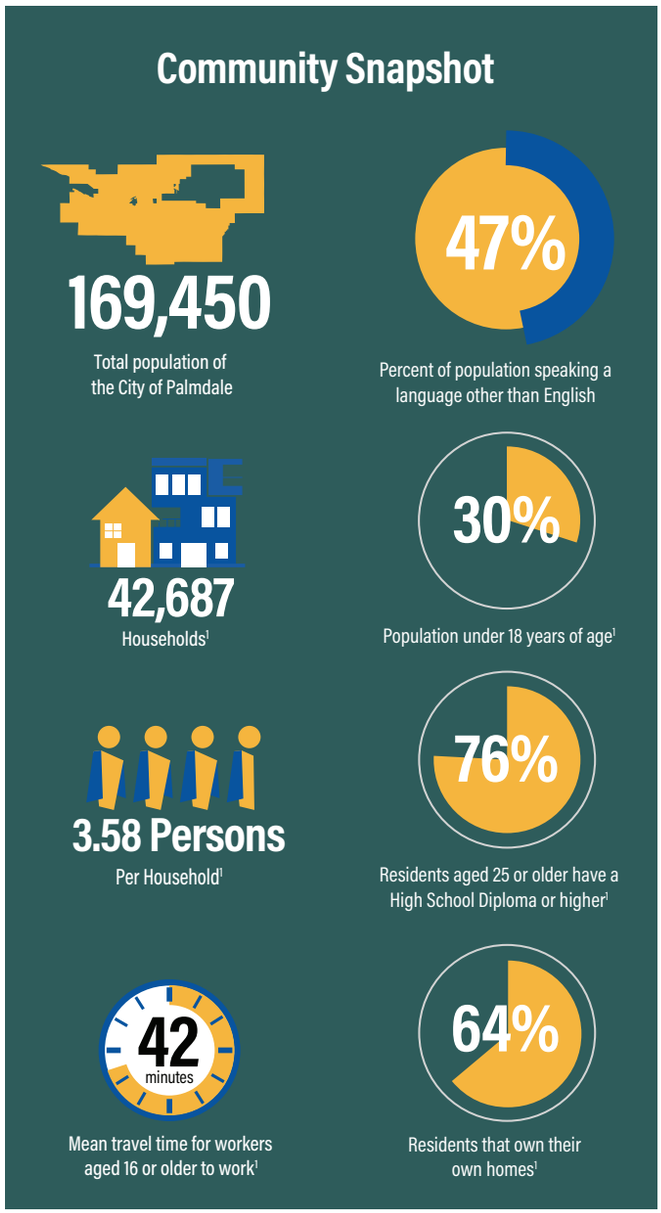


Figure 1: City of Palmdale Snapshot[1]

ANALYSIS OF CURRENT TRENDS

Introduction

The following sections summarize regional and national trends that are relevant to the City. This report details the trends and interests that were identified within the public engagement process.

The information contained in this report can be used by staff when planning new programs, considering additions to parks and new park amenities, and creating the annual budget and capital improvement plan. Understanding trends can also help an organization reach new audiences. Trends can help determine where to direct additional data collection efforts within an organization.

A wide variety of sources were used in gathering information for this report, including:

- American College of Sports Medicine (ACSM)
- American Council on Exercise (ACE)
- Forbes
- Harris Poll Results/ The Stagwell Group
- Impacts Experience
- National Recreation and Park Association (NRPA)
- The Aspen Institute
- The Learning Resource Network (LERN)
- The New York Times
- The Outdoor Industry Association
- The Society of Health and Physical Educators (SHAPE America)
- USA Pickleball website

1 2016-2020 American Community Survey: Quick Facts for Palmdale, California



Conservation

One of the key pillars of parks and recreation is the role that it plays in conservation. Managing and protecting open space, providing opportunities for people to connect with nature, and educating communities about conservation are vital services. One of the key components of conservation is addressing climate change. Local parks and recreation can help by building climate-resilient communities through water management, green infrastructure, and sustainability. A report by NRPA in 2017 titled "Park and Recreation Sustainability Practices" surveyed over 400 parks and recreation agencies and found the top five ways that local Departments are acting on conservation and climate change:

- **ALTERNATIVE TRANSPORTATION** - 77% of agencies surveyed reducing carbon footprint by offering transportation alternatives.
- **WATERSHED MANAGEMENT** - 70% of agencies surveyed adopting protective measures for watershed management.
- **AIR QUALITY** - 53% of agencies surveyed planting and managing a tree canopy that improves air quality.
- **SUSTAINABLE EDUCATION** - 52% of agencies surveyed educating the public about sustainability practices.
- **STORMWATER MANAGEMENT** - 51% of agencies surveyed proactively to reduce stormwater through green infrastructure.

Diversity, Equity, and Inclusion

There is growing recognition that access to parks and recreational spaces is not equitable. According to the Urban Institute, in many cities across the United States, there are fewer quality parks in proximity to low-income residents and communities of color. As a result, many large cities have started to establish data-driven criteria to guide investment in public recreation to improve equity. The City Parks Alliance identified five common elements that are critical to developing, implementing, and evaluating a data-driven equitable investment strategy:

1. **Leverage leadership from one or more sectors.** Strong leadership is critical for making the case for creating and implementing an equitable approach. In addition to various governmental bodies, involving local foundations and those from the nonprofit sector can help to bring the need for equity into focus.
2. **Define equity goals and collect data to support the goals.** Data collection and analysis must be reliable, consistent, and transparent, and guided by agreed-upon equity goals. The data collected in each city may vary but often includes statistics on poverty, crime, health, youth population, park access, unemployment, past capital and maintenance investment, and access to parks.
3. **Educate and engage the community on equity data.** Educating all levels of government, residents, nonprofits, foundations, and the private sector on data findings is important for building awareness and buy-in, as well as a commitment to implementation. Extensive outreach and engagement is critical to helping ensure the data aligns with reality and that the process builds ownership of the results.
4. **Establish and sustain equitable funding practices.** A variety of strategies can be implemented to help ensure that equity becomes a reality, including new ordinances, voter-approved measures, strategic plans, and internal reorganization.
5. **Institute consistent tracking and evaluation procedures.** Tracking new funding initiatives with regular audits, reports, or study results helps to ensure consistent implementation over time.

Signage and Wayfinding

To increase perception and advocacy, the Department needs to prioritize opportunities that impact the way the community experiences the system. This often starts with signage, wayfinding, and park identity. The importance of park identity to encourage awareness of locations and amenities cannot be understated. A park system impacts the widest range of users in a community, reaching users, and non-users, across all demographic, psychographic, behavioral, and geographic markets. In a narrower focus, the park system is the core service an agency can use to provide value to its community (e.g., partnerships between Departments or commercial/residential development; high quality and safe experiences for users; inviting community landscaping contributing to the overall look or image of the community). Signage, wayfinding, and park identity can be the first step in continued engagement from the community, and a higher perception or awareness of a park system, which can lead to an increase in health outcomes.



Facility and Design-Related Trends

Dog Parks

A dog park is a great way to give people an opportunity to get some fresh air, enjoy time with their dog, and bring communities together. With 90 million dogs residing in the United States, dog parks continue to be the fastest growing type of park, according to NRPA—especially in urban areas. Not everyone wants to live next door to a dog park, but dog parks are desired in nearly every community.

Dog parks continue to see high popularity and have remained among the top-planned additions to parks and recreational facilities over the past three years. According to an article from Recreation Management titled “Four-Legged-Friendly Parks,” dog parks help build a sense of community and can draw potential new community members and tourists traveling with pets (2016).

Recreation Magazine suggests that dog parks can represent a relatively low-cost way to provide an often-visited community amenity. Dog parks can be as simple as a gated area, or more elaborate with amenities designed for dogs, like water fountains, agility equipment, and pet wash stations. Even “spray grounds” are being designed just for dogs. Dog parks are also places for people to meet new friends and enjoy the outdoors.

The best dog parks cater to people with design features for their comfort and pleasure, but also with creative programming. Amenities in an ideal dog park might include the following:

- Benches, shade, and water – for dogs and people
- At least one acre of space with adequate drainage
- Double-gated entry
- Ample waste stations well-stocked with bags
- Sandy beaches/sand bunker digging areas
- Custom-designed splashpads for large and small dogs
- People-pleasing amenities such as walking trails, water fountains, restroom facilities, picnic tables, and dog wash stations



Fitness Playgrounds

Some municipalities are installing fitness playgrounds that can be used by children and adults, such as obstacle courses. With varying levels of challenge and multiple options within each level, obstacle courses offers experiences for beginner, intermediate, and advanced visitors to improve fitness and have fun.

Inclusive Playgrounds

Well-designed inclusive parks and inclusive playgrounds welcome children of all abilities to play, learn, and grow together. An inclusive playground takes away the barriers to inclusion, both physical and social, providing a sensory-rich experience for all. Accommodating physical disabilities is one component of an inclusive playground—this refers to providing wheelchair-accessible routes and ramp transfer points. Customized equipment, such as special swings, invite all children to enjoy the playground.

An inclusive playground also provides several different opportunities for children to explore, integrating all of the senses and encouraging social play. A truly inclusive playground does not mean that there is a special piece of equipment in a separate area off to the side, but rather that the space is designed as a cohesive community where play opportunities are integrated throughout. These types of park facilities stress the importance of inclusion in daily activities, regardless of ability level. Parks and recreation agencies across the country are increasingly installing inclusive playgrounds to better meet the needs of all families in the community.

Trails and Health

A connected system of trails increases the level of physical activity in a community, according to the Trails for Health initiative of the Center for Disease Control and Prevention (CDC). Trails can provide a wide variety of opportunities for physical activity, such as walking/running/hiking, rollerblading, wheelchair recreation, bicycling, cross-country skiing and snowshoeing, fishing, hunting, and horseback riding.

The health benefits are equally as high for trails in urban neighborhoods as for those in state or national parks. A trail in the neighborhood, creating a 'linear park', makes it easier for people to incorporate exercise into their daily routines, whether for recreation or non-motorized transportation. Urban trails need to connect people to places they want to go, such as schools, transit centers, businesses, and neighborhoods.

Outdoor and Adventure Recreation Trends

Adventure Programming

It is common for adventure excursions to be hosted by private outfitters; however, more municipalities have started to offer exciting experiences such as zip lining, challenge/obstacle courses, and other risk-taking elements on a local level. These agencies may form partnerships with specialized companies to provide adventure packages. Private companies may hire and train their own staff, maintain equipment, and develop marketing campaigns. A lease agreement may grant the municipality a certain percentage of gross revenues.

Nature Programming and "Nature-Deficit Disorder"

Playing in nature brings numerous benefits, from increasing active and healthy lifestyles, to contributing to a conservation mindset, to understanding the ecosystems we are part of and wildlife we share them with. According to the report "Nature Play and Learning Places: Creating and Managing Places where Children Engage with Nature," there is a genuine need in today's society for learning spaces that spark creative play with natural materials, such as plants, vines, shrubs, rocks, water, logs, and other elements (2020).

Richard Louv introduced the term "nature-deficit disorder" in 2005 to describe the chronic effects of urbanization, technological advances, and social changes on children's development. Evidence suggests that the ubiquitous presence of technology and increasingly sedentary lifestyles contribute to emotional and physical illnesses, including attention difficulties, obesity, nature illiteracy, and an "epidemic of inactivity."

Environmental education, provided by nonprofits and parks and recreation agencies, can help combat nature-deficit disorder by sparking curiosity in the outdoors either through structured nature programming or through unstructured nature play. Nature play is described as "a designated, managed area in an existing or modified outdoor environment where children of all ages and abilities



play and learn by engaging with and manipulating diverse natural elements, materials, organisms, and habitats, through sensory, fine-motor, and gross-motor experiences."

Nature play spaces provide valuable opportunities for children to immerse in their local natural environment and build connection and appreciation for nature, while benefitting all areas of development. These spaces, similar to playgrounds, provide safe spaces to take risks and learn behavioral outcomes. One of the most essential elements in planning nature play spaces is to conduct a risk assessment to reduce any unnecessary potential of injury. For instance, natural objects such as logs and boulders may be placed strategically for climbing, but with consideration as to where the child might land if he or she were to fall or jump off. Similarly, trees can be used as natural climbing features, with consideration to removing shrubs and nearby smaller trees below. Nature play can happen in forest-based schools, play zoos, gardens, and summer camps. The American Camp Association reported that there are approximately 5,000 day camps that currently operate in the U.S.

Outdoor Adventure

Participation in outdoor activities has continued to, as community members seek opportunities to stay healthy. A Harris Poll from October 2020 found that 69% of Americans reported a heightened appreciation for outdoor spaces, with 65% sharing that they try to get out of the house as much as possible.

Outdoor cycling tops the list of popular outdoor activities; bicycle sales increased 63% (as of June 2020) compared to the same time period the previous year. For the first several months of the COVID-19 outbreak, the growth in bicycle sales was from family-friendly bikes. Sales growth then shifted to higher-end bicycles, including road bikes and full suspension mountain bikes.

Paddle sports (including kayaks, paddleboards, rafts, and canoes) have also increased in popularity; the sale of equipment rose 56% in 2020 over the prior year. Inflatable versions of kayaks and paddleboards have gained in popularity due to their cost and portability.

With the desire to keep moving, people are walking and running outdoors when the weather is suitable. Outdoor walking and running clubs will continue to be a popular way for people to exercise with others in a safe manner.

Outdoor Fitness Trails

A popular trend in urban parks for health, wellness, and fitness activities is to install outdoor fitness equipment along trails. The intent of the outdoor equipment is to provide an accessible form of exercise for all community members, focusing on strength, balance, flexibility, and cardio exercise. These fitness stations – also known as "outdoor gyms" -- are generally meant for adults, but can be grouped together near a playground or kid-friendly amenity so that adults can exercise and socialize while supervising their children. The fitness equipment can also be dispersed along a nature trail or walking path to provide a unique experience to exercise in nature. Educational and safety signage should be placed next to equipment to guide the user in understanding and utilizing the outdoor gyms.

Outdoor Recreation as an Economic Driver

Outdoor recreation has become a thriving economic driver. In 2020, 53% of Americans over six years of age participated at least once in outdoor recreation – an increase of 7.1 million Americans over the previous year. However, several challenges continue to impact the industry, including retention of new participants that turned to outdoor, lack of diversity, fewer outings, and stagnant female participation.[2]

The outdoor recreation economy in California generates nearly:

- **691,000** direct jobs
- **$30.4 billion** in wages and salaries
- **$92.0 billion** in consumer spending
- **$6.2 billion** in state and local tax revenue
- **56%** of California residents participate in outdoor recreation
- **1.6%** share of state's GDP

Figure 2: Outdoor Recreation in California

2 2021 Outdoor Participation Trends Report." Outdoor Industry Association, 2021, outdoorindustry.org/resource/2021-outdoor-participation-trends-report/. Accessed 6 Oct. 2021

3 Outdoor Industry Association. (2017). The Outdoor Recreation Economy in California [PDF].

CALIFORNIA

56%
OF CALIFORNIA
RESIDENTS PARTICIPATE IN OUTDOOR RECREATION EACH YEAR

Communities across California recognize that outdoor recreation supports heath, contributes to a high quality of life and—perhaps most importantly—attracts and sustains employers and families. Investing in outdoor infrastructure attracts employers and active workforces, ensuring those communities thrive economically and socially.

OUTDOOR RECREATION EMPLOYS MORE CALIFORNIANS (691,000) than the wine industry and film and television industry combined (516,000)

California residents are more likely to **PARTICIPATE IN DAY HIKING AND SNOWBOARDING** than the average American





IN CALIFORNIA OUTDOOR RECREATION GENERATES:

$92.0 BILLION
IN CONSUMER SPENDING ANNUALLY

691,000
DIRECT JOBS

$30.4 BILLION
IN WAGES AND SALARIES

$6.2 BILLION
IN STATE AND LOCAL TAX REVENUE

Program-Related Trends

Niche Programming

Decades ago, recreation agencies focused on offering an entire set of programs for a general audience. Since that time, market segments have been developed, such as programming specifically for seniors. Recently, more market segments have been developed for specialty audiences, such as the LGBTQ community, retirees, military veterans, cancer patients, people needing mental health support, and individuals with visible and invisible disabilities. Organizations are taking a much more holistic approach to program and service offerings, beyond what is typically thought of as a recreation program.

Community and Special Events

Community-wide events and festivals often act as essential place-making activities for residents, economic drivers, and urban brand builders. This phenomenon is described in Governing Magazine (2013): "Municipal officials and entrepreneurs see the power of cultural festivals, innovation-focused business conferences, and the like as a way to spur short-term tourism while shaping an image of the host city as a cool, dynamic location where companies and citizens in modern, creative industries can thrive."

According to the 2020 Event Trends Report by Eventbrite, the following trends are expected to impact event planners and community builders in the coming years:

- **FOCUS ON SUSTAINABILITY:** Zero-waste events are quickly becoming an expectation. Some of the primary ways of prioritizing environmental sustainability include e-tickets, reusable or biodegradable items, offering vegan/vegetarian options, encouraging public transport and carpooling, and working with venues that recycle.
- **DIVERSITY, EQUITY, AND INCLUSION (DEI)**: Ensuring that the venue is inclusive to not only all abilities by offering ADA facilities, but also welcoming to all races, ethnicities, and backgrounds through signage, messaging, and



the lineup of speakers. Ways to incorporate a focus on inclusivity include planning for diversity through speakers, talent, and subject matter, enacting a code of conduct that promotes equity, and possibly providing scholarships to attendees.

- **ENGAGING EXPERIENCES:** Being able to customize and cater the facility to create immersive events that bring together culture, art, music, and elements of a company's brand will be critical in creating more authentic experiences.

Sport Participation

The following tables demonstrate the change in participation over the past five years (2015 to 2020) for sports that are relevant to the Department's planning from the Sports and Fitness Industry Association (SFIA) 2021 Topline Report.

For each sport, there are two categories that define the level of activity: "casual" refers to users that participated in the study between 1 and 12 times in the past 12 months, while "CORE" refers to users that participated more than 13 times in the last 12 months. The one-year, two-year, and five-year average annual growth (AAG) is then charted in the tables to indicate the level of change for the following sports:

- Soccer
- Football
- Baseball/Softball
- Lacrosse
- Pickleball
- Volleyball



BASEBALL AND SOFTBALL

Casual participation in baseball saw an increase in participation of almost 6% in the last five years but was particularly high in the past two years (11.1%). Overall, both fast and slow pitch declined in participation over the past several years.

Definition		One-Year Change	Two-Year Change	Five-Year AAG
Baseball		-0.9%	-1.4%	1.1%
Casual	1-12 times	-8.6%	11.1%	5.9%
CORE	13+ times	7.2%	-10.4%	-1.7%
Softball (Fast Pitch)		15.3%	-6.9%	-2.6%
Casual	1-12 times	43.8%	-5.9%	-1.7%
CORE	13+ times	-0.6%	-7.6%	-1.8%
Softball (Slow Pitch)		-5.4%	-15.0%	-4.7%
Casual	1-12 times	-0.9%	-9.7%	-4.0%
CORE	13+ times	-8.8%	-19.0%	-5.3%

Table 1: Sport Participation for Baseball & Softball, 2015 to 2020
Source: 2021 SFIA Topline Report

FOOTBALL

Casual participation in flag football and tackle football increased more than 9% in the past two years. CORE participation in all types of football (flag, tackle, touch) decreased – particularly for touch football. Overall, casual participation is increasing, while CORE participation has decreased.

Definition		One-Year Change	Two-Year Change	Five-Year AAG
Football (Flag)		-1.6%	1.6%	2.3%
Casual	1-12 times	-3.5%	9.0%	5.1%
CORE	13+ times	1.4%	-7.9%	-1.1%
Football (Tackle)		3.4%	2.4%	-0.9%
Casual	1-12 times	10.6%	9.5%	3.5%
CORE	13+ times	-3.0%	-4.0%	-4.4%
Football (Touch)		0.8%	-5.5%	-3.0%
Casual	1-12 times	6.1%	3.4%	-0.7%
CORE	13+ times	-7.7%	-18.6%	-6.3%

Table 2: Adult Sport Participation for Football, 2015 to 2020
Source: 2021 SFIA Topline Report



LACROSSE

Casual participation in lacrosse increased significantly in the past year (11.9%). However, CORE participation decreased 10.1% in the past year. Overall, the five-year AAG was 1.8%, but participation trends indicate that casual participation decreased more than core participation.

Definition		One-Year Change	Two-Year Change	Five-Year AAG
Lacrosse		0.4%	-10.6%	1.8%
Casual	1-12 times	11.9%	-1.2%	-2.3%
CORE	13+ times	-10.1%	-19.3%	-0.9%

Table 3: Sport Participation for Lacrosse, 2015 to 2020
Source: 2021 SFIA Topline Report

PICKLEBALL

With 4.8 million people in the country playing pickleball, it is a trend not to be taken lightly. Though not at its peak, pickleball is still trending nationwide as the fastest growing sport in America with the active aging demographic, as 75% of CORE players are age 55 or older. Considered a mix between tennis, ping pong, and badminton, the sport initially grew in popularity with older adults, but is now expanding to other age groups. It can be played as singles or doubles, indoors or out, and is easy for beginners to learn but can be very competitive for experienced players. The game has developed a passionate following due to its friendly, social nature, and its multi-generational appeal.

Recreation facilities such as tennis or basketball courts can be temporarily or permanently converted to pickleball courts by lining a court. Before lining tennis courts, recreation professionals should consider potential inference with competitive tennis requirements. Best practices regarding pickleball setup and programming can be found on usapa.com, the official website for the United States Pickleball Association.

Definition		One-Year Change	Two-Year Change	Five-Year AAG
Pickleball		14.8%	39.3%	11.5%
Casual	1 – 12 times	21.9%	56.5%	15.4%
CORE	13+ times	0.1%	9.0%	4.4%

Table 4: Sport Participation for Pickleball, 2015 to 2020
Source: 2021 SFIA Topline Report



Racquet Sport Participation

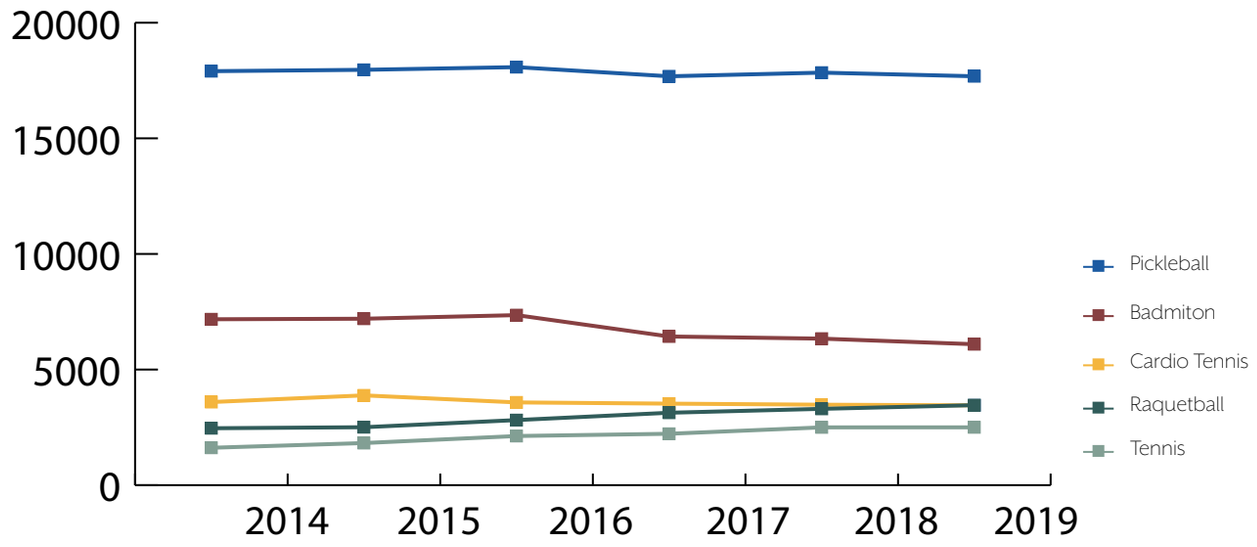


Figure 3: Racquet Sport Participation, 2014 to 2019
Source: 2021 SFIA Topline Report



SOCCER

The SFIA report indicates that indoor soccer has increased over the past five years. In just the past two years, there was a significant increase in casual participation, while CORE participation decreased significantly.

Definition		1-year change	2-year change	5-year AAG
Soccer (Indoor)		-0.6%	1.4%	1.2%
Casual	1-12 times	-9.6%	18.3%	6.4%
CORE	13+ times	14.1%	-14.5%	-2.3%
Soccer (Outdoor)		0.9%	5.4%	1.1%
Casual	1-12 times	-9.3%	10.5%	4.2%
CORE	13+ times	21.7%	-1.6%	-1.4%

Table 5: Sport Participation for Soccer, 2015 to 2020
Source: 2021 SFIA Topline Report

VOLLEYBALL

Volleyball generally has seen a decline in participation over the past five years, with both casual and CORE participation decreasing. However, interest and participation in sports vary by region, age group, and other factors. This national perspective provides just one indication that volleyball may be on the decline.

Definition		One-Year Change	Two-Year Change	Five-Year AAG
Volleyball (Beach/Sand)		-3.2%	-4.9%	-5.2%
Casual	1-12 times	-6.0%	0.4%	-5.8%
CORE	13+ times	4.2%	-15.2%	-2.9%
Volleyball (Court)		8.1%	-9.8%	-0.8%
Casual	1-12 times	11.9%	-16.8%	-2.0%
CORE	13+ times	5.5%	-4.0%	0.2%
Volleyball (Grass)		2.5%	-10.5%	-7.8%
Casual	1-12 times	2.5%	-14.2%	-9.6%
CORE	13+ times	2.7%	-1.8%	-3.1%

Table 6: Sport Participation for Volleyball, 2015 to 2020
Source: 2021 SFIA Topline Report

Outdoor Activities

Outdoor activities such as group walks, group rides, or organized hiking groups have gained in popularity. These can be short events, day-long events, or planned weeklong excursions. Typically, people meet at a local park, hiking area, or bike trail with a designated leader. This trend for health and fitness professionals to offer outdoor activities to clients began in 2010 and has been in the top 20 since 2012. Outdoor group activities have become much more popular the past several months as agencies work to offer fitness programs outdoors that help to ensure physical distancing.

Aquatic Trends

POOL DESIGN

Municipal pools have shifted away from the traditional rectangular shape, to facilities that include zero-depth entry, play structures with multiple levels, spray features, small to medium slides, and separate play areas segmented by age/ability.

Indoor warm water therapy pools continue to grow in popularity with the aging population. Creating a shallow space for low-impact movement at a comfortable temperature enables programming options to multiply. “Endless” or current pools that are small and allow for “low-impact, high-intensity movement” are becoming popular, as well.

WATER FITNESS

The concept of water fitness is a huge trend in the fitness industry, with many new programs popping up, such as aqua yoga, aqua Zumba, aqua spin, aqua step, and aqua boot camp. Whether recovering from an injury, looking for ease-of-movement exercise for diseases such as arthritis, or simply shaking up a fitness routine, all demographics are gravitating toward the water for fitness. Partnerships can be important for parks and recreation agencies, such as working with hospitals to accommodate cardiac patients and those living with arthritis or multiple sclerosis.

YOUTH PROGRAMMING

Swim lessons generally include the most significant number of participants and revenues for public pool operations. Programs can be offered for all ages and levels, including private, semi-private, and group lessons.

SPRAY PARKS

Although a splash pad does provide a lower cost alternative to aging swimming pool replacement or new build, the County of Los Angeles Environmental Heath has strict guidelines to both a splash pad construction, operation, and maintenance.

These guidelines include:

- Artificial overhead lighting shall be provided.
- An adequate number of sanitary facilities shall be provided that include amenities such as restrooms, showers, and drinking fountains.
- The water must be recirculated at all times the spray ground is open.
- The turnover rate should not exceed 30 minutes.
- The free chlorine and Ph levels must be maintained.
- An automatic controller shall be provided.
- U.V. light disinfections units must be used to treat all water during the operation.
- A spare U.V. lamp and other necessary equipment to affect prompt repair by qualified personnel properly instructed in the operation and maintenance of the equipment shall be provided on-site.

With these guidelines (and others located at http://ph.lacounty.gov/eh/docs/ep_rw_interactive.pdf , Los Angeles County imposes additional challenges and costs on the construction of splash pads compared to other counties."

Generations

Generation Alpha	Born 2010 - present
Generation Z	Born 1997 - 2010
Millennials	Born 1981 - 1996
Generation X	Born 1965 - 1980
Baby Boomers	Born 1946 - 1964
Silent Generation	Born 1928 - 1945

Table 7: Generational Classifications

Age-Related and Generational Trends

Activity Participation varies based on age, but it also varies based on generational preferences. The SFIA issues a yearly report on generational activity.

In the 2020 SFIA report, millennials had the highest percentage of those who were "active to a healthy level", but a quarter also remained sedentary. Nearly 28% of Generation X were inactive, with baby boomers at 33% inactive. Baby Boomers prefer low-impact fitness activities such as swimming, cycling aquatic exercise, and walking for fitness.

A condensed list of generational trends which may impact recreational services are below, consolidated from Pew Research Center:

- Baby Boomers are staying in the workforce longer than generations before them (2019)
- Almost a third of millennials are not affiliated with religion, and half of them describe themselves as politically independent (2014)
- Millennials have more financial hardships, such as student loan debt, poverty and unemployment, and lower levels of wealth, but are optimistic about their future (2014)
- Approximately 13% of teens (Generation Z) said they have had a major depressive episode in the last year (2019)
- Those 60 and older (Baby Boomers) spend more of their leisure time (about 4 hours) a day in front of a screen (2019)
- Generation Z is the most racially and ethnically diverse generation, with only 52% identifying as non-Hispanic whites (2018)

GENERATIONAL PROGRAMMING

There has been an increase in the number of offerings for families with children of all ages. This is a departure from past family programming that focused nearly entirely on younger children and preschoolers. Activities that involve the entire family such as movie nights, family swim, dances, or competition events have proven very popular for families with teens. This responsiveness to the Generation X and Millennials parents of today is an important step, as these age groups place a high value on family. An outdoor obstacle course that attracts people of all ages and backgrounds to socialize with family and friends while improving their fitness are gaining in popularity. This type of playground encourages multi-generational experiences.

PALMDALE'S INITIAL COMMUNITY AND STAKEHOLDER INPUT

Since this effort was the City's first Park and Recreation Master Plan, robust engagement was highly important. All community feedback was considered to develop a long-range vision for the Department and will impact future funding, staffing, and capital improvements. Public participation is critical to ensuring that the City's services meet the needs of all residents today while promoting a healthy, sustainable, and equitable park system for the future.

The goals outlined for the engagement portion of the Parks and Recreation Master Plan are to help ensure an inclusive approach to gathering input, which will identify unmet needs and priorities for the future of the Department.

BerryDunn devised a plan to obtain input from as many stakeholders as possible, including users and non-users of parks and programs, residents, employees, volunteers, and partner organizations.

BerryDunn spoke with 190 people across nine focus groups, including an English as a second language group, a staff focus group, multiple youth groups, and several stakeholder meetings during the initial public engagement sessions held April 11 – 15, 2023.

Our outreach efforts were available in Spanish and English to include: more that 31,000 social media platform impressions, multiple email blasts to more than 63,000 addresses, notices in the AV Press, information booths at various parks and events and posters at public facilities. These efforts resulted in nearly 10,000 visits to the project website, more than 1,300 community surveys, and nearly 250 virtual and in-person meeting attendees.

- 9 Focus Groups*
- 10 Stakeholder Interviews with Palmdale City Council members and City leadership
- 1 Public Open House
- Multiple Special Events e.g., Taco Festival

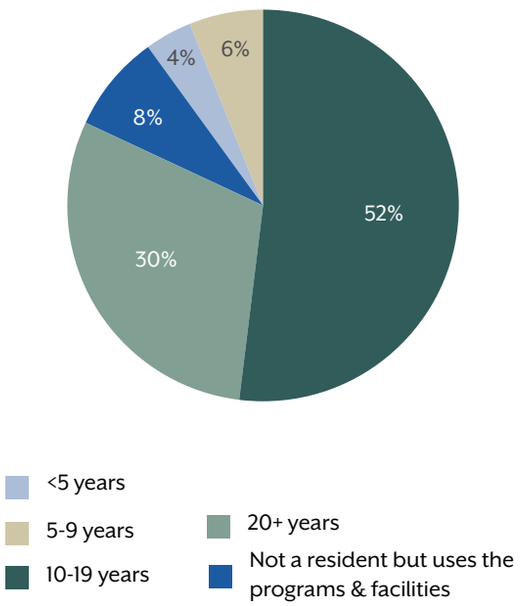


Figure 4: Years of Residence in City

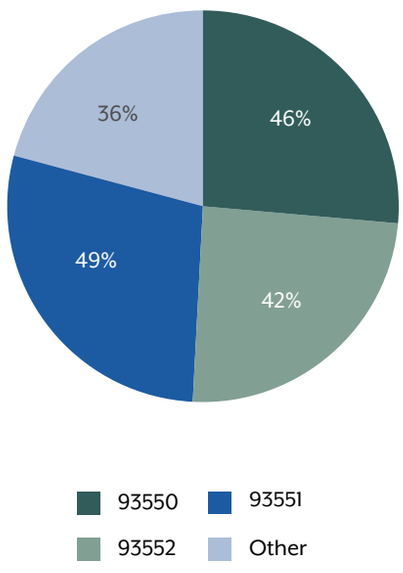


Figure 5: Zip Code Where Attendees Reside

**To include: Local elected officials, local chamber representatives, Visit Palmdale committee, local school district representatives, LA County, Sheriff's Department, and Aerospace contractor representatives.*

The following are the key priorities from the initial public engagement, held April 11-15, 2024.

(COMMENTS HEARD MOST OFTEN LISTED FIRST)

- Improve security/safety*
- Trails/connectivity
- Homelessness in parks
- More lighted dog parks
- Rest/rotate athletic fields
- Maintain what we have
- More indoor facilities – walking track, pickleball, courts, etc. (Recreation Center)
- Shade*
- Acquire additional park land
- Seniors and their facilities
- Develop/plan undeveloped parks
- Overall maintenance of ballfields
- Restrooms upgrades
- Equitable access to nature
- More nature programs for kids
- Turf maintenance in parks upgraded
- Increase and upgrade lighting
- Retention basin not designed as parks
- Equitable access to parks
- Use social media to inform and market activities
- Place to connect to local groups/events on City website
- Economic impact
- Graffiti/vandalism
- Community fitness
- Diversity and inclusion
- Preserve open space
- More sports programs for kids
- Sustainable practices
- Budget consciousness
- Increase efficiencies
- Additional parks – neighborhood
- Tennis courts
- Foster communication between youth organizations to share information and cross promote
- Increase and maintain partnerships
- ADA accessibility
- More engagement with commuters
- More events*
- More fun things to do*
- Beginner programs*
- Art programs*
- More pools*
- Enclosing existing pools*
- More theater programs for youth*
- More after-school programs*
- Family oriented programs/events*
- Add a gym*
- Offer traditional recreation programs and activities (tetherball, handball, kickball, dodgeball, etc.)*
- More teen activities*
- Non-sports activities*
- More green space and amenities on the Eastside

***COMMENTS HEARD FROM YOUTH AND ADULTS**

COMMUNITY NEEDS ASSESSMENT SURVEY SUMMARY

Introduction

The purpose of the Community Needs Assessment survey was to gather community feedback on the City of Palmdale parks, recreation facilities, amenities, future planning, communication, and more. This survey research effort and subsequent analysis were designed to assist the City of Palmdale in the development of the master plan to reflect the community's needs and desires.

Methodology

STATISTICALLY VALID (INVITATION SURVEY)

Paper surveys were mailed to a systematic random sample of residential addresses in the City of Palmdale, with the option to complete online through password-protected website (one response per household). The survey was also available online in Spanish. After initial invitations were delivered, additional reminder postcards were sent, and phone calls were made to survey recipients to help encourage responses. In total, 227 invitation surveys were completed, yielding a +/-6.5% Margin of Error (MOE) at a 95% confidence level, indicating a successful statistically valid survey effort. Acceptable margin of error used by most survey researchers usually falls between 4% and 8% at the 95% confidence level.

Open Link Survey

In addition to the Invitation Survey, the online survey was later made available to all Palmdale stakeholders in English and Spanish to further strengthen the scope and outreach of the survey effort. This Open Link Survey was promoted through multiple social media posts, email distribution lists, and QR codes were posted at all parks and recreation facilities. Targeted outreach was also done to reach youth in the area.



Figure 6: Survey Responses

Key Survey Findings

Two samples were collected in the survey effort, the statistically valid Invite sample and the Open link sample, which had a very strong response of over 1,000 responses. Together they provide an excellent source of input on topics addressed through the survey. Survey results are presented in formats that compare responses from each sample, along with an overall response. In general, responses from the Open link survey are similar to the Invite, a positive finding that it indicates a more general consensus across the two samples.



Respondents show higher levels of satisfaction with the Palmdale Amphitheater, the recreation centers, and special events. About a quarter of each sample rated park and facility safety a 1 or a 2 on a scale of 1 – 5 with 1 being "not at all satisfied."



Respondents generally agree that the City of Palmdale's communication on parks and recreation facilities, sports leagues and programs is moderately effective with an average of 3.4 out of 5 for the Invite sample and 3.5 for the Open link sample. A total of 39% of the Invite Sample said improved communications about offerings would help increase their use of parks and recreation facilities. Respondents prefer a variety of communication methods with the top four being newsletters, emails, the City website, and social media.



City parks/open space, and pathways/trails are rated as the most important facilities; however, both rated lower in terms of meeting the needs of the community.



Addressing safety and security at parks and recreation facilities would help increase their use, along with more lighting and shade. Walking/jogging pedestrian pathways and restrooms are the most commonly used amenities at parks and recreation facilities by both samples.



The top future priorities to be added, expanded, or improved upon for facilities and parks are safety and security at parks, park amenities, and neighborhood parks. Special events, outdoor recreation, and senior programs are the top future priorities for programs and special events.



Respondents generally feel that fees are acceptable for the value received for both programs and facility reservation.



Both samples agree that providing a high level of safety and security at facilities is the most important purpose for the City of Palmdale. Ensuring parks and recreation opportunities are accessible and affordable to all residents were also rated as highly important.

Figure 7: Key Findings Summary

The following graphics depict the key findings from the survey.

Community Values and Vision

Parks, recreation, trails, and open space opportunities are offered in Palmdale for a variety of purposes and to serve the needs of a diverse population. Please mark the box for how important each of the following Palmdale is to you and your household.

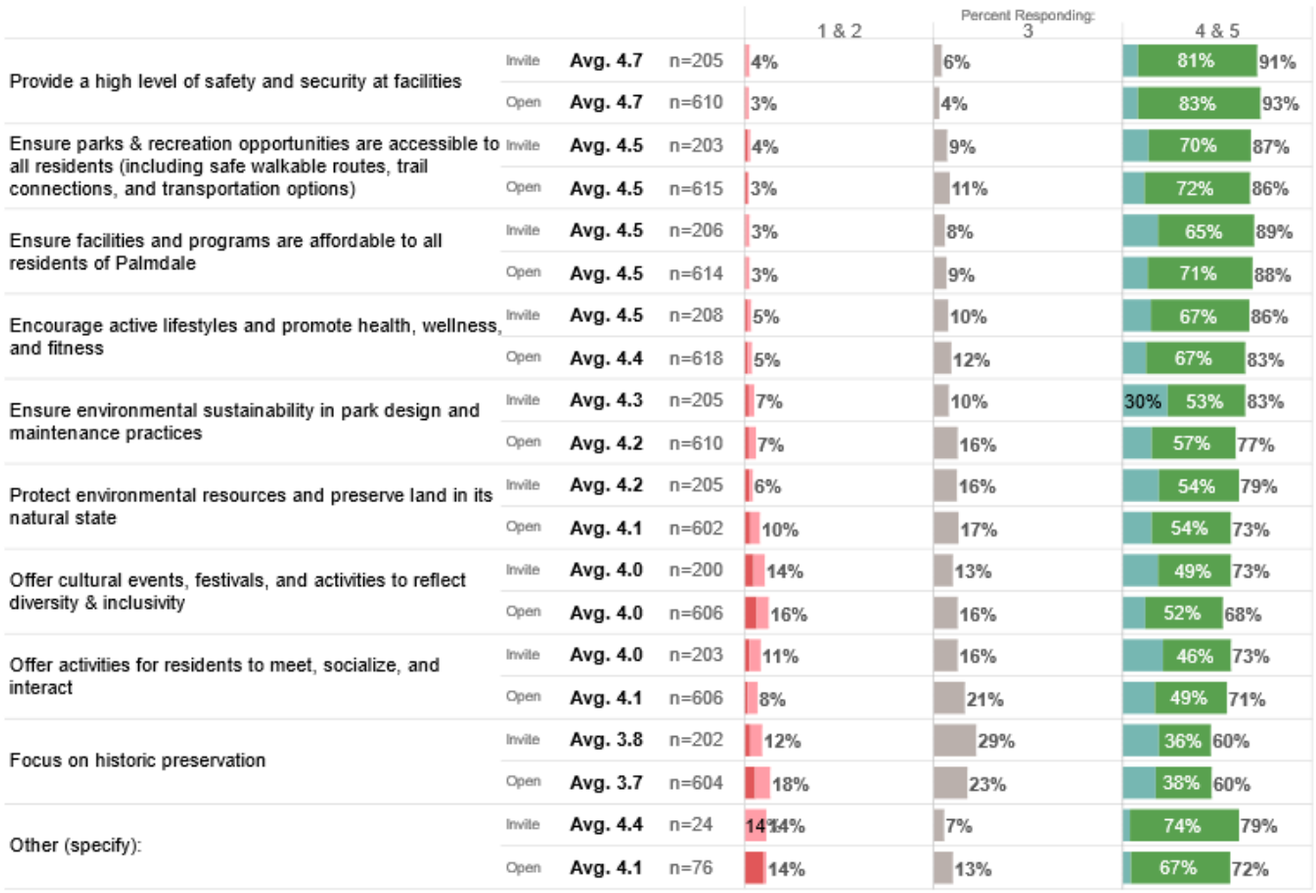


Figure 8: Community Values and Vision Survey Responses

- Both samples agree that providing a high level of safety and security at facilities is the most important purpose for the City of Palmdale.
- Ensuring parks and recreation opportunities are accessible and affordable to all residents were also rated as highly important.

Youth Favorite Facilities and Activities

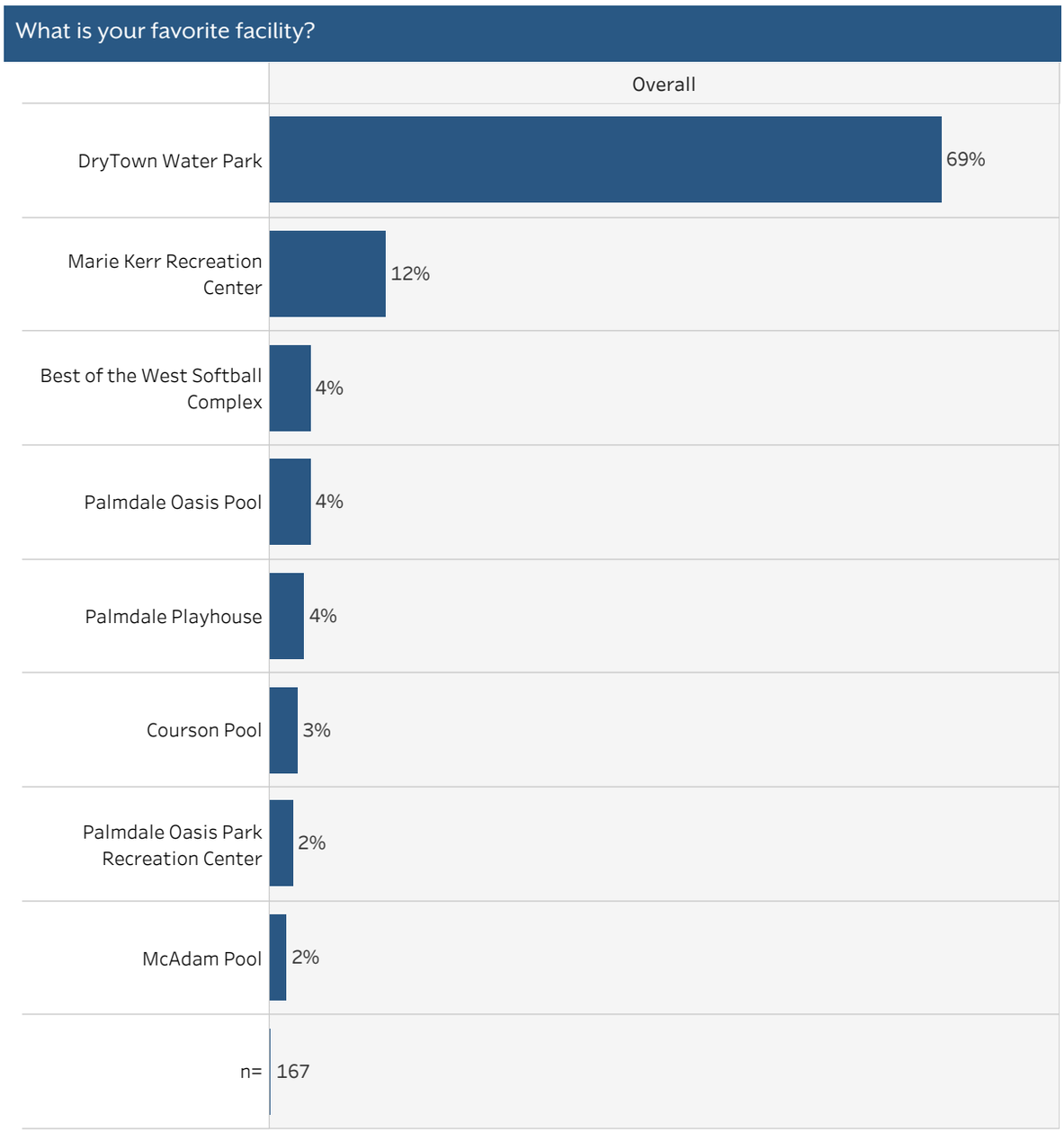


Figure 9: Youth Favorite Facilities Summary

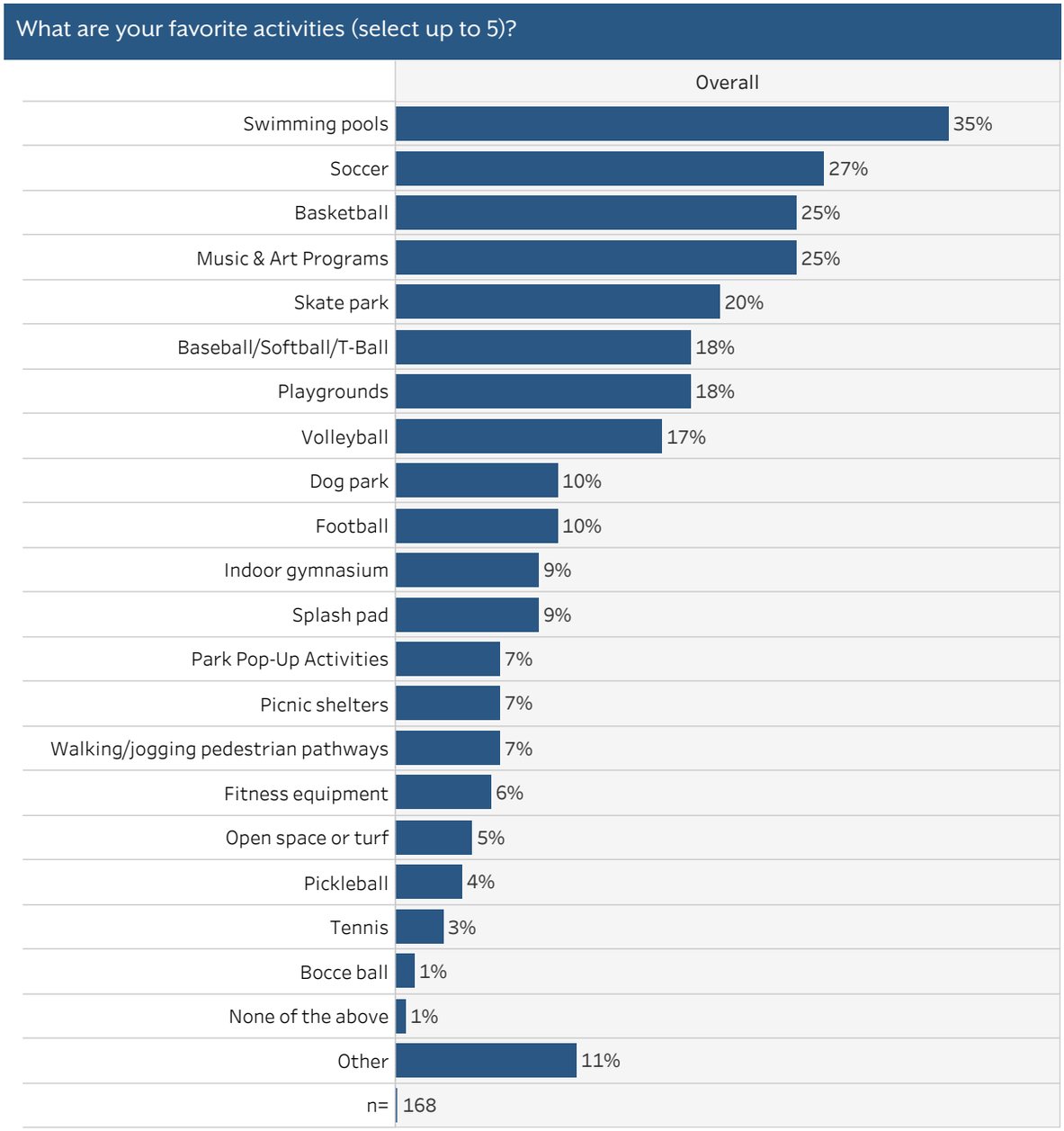


Figure 10: Youth Favorite Activities Summary



What is your favorite park?

	Overall
Amargosa Creek Trail	1%
Anaverde Park	2%
Arnie Quinones Park	1%
Barrel Springs Trail & Tejon Equestrian Park	1%
Desert Sands Park	2%
Domenic Massari Park	45%
Foothill Park	2%
Joe Davies Heritage Airpark	1%
Joshua Hills Park	1%
Legacy Park	1%
Manzanita Heights Park	1%
Marie Kerr Park	24%
Palmdale Oasis Park	9%
Pelona Vista Park	3%
Poncitlán Square	1%
Rancho Vista Park	3%
Sam Yellen Park & Dog Park	1%
William J. McAdam Park	2%
n=	169

Figure 11: Youth Favorite Parks Summary

Facility and Sports Leagues - Importance Needs Met Matrix

BY INVITE SAMPLE - The graph below maps the facilities and sports leagues on the average importance leagues on the average or needs met matrix. None of the categories fell into the high importance/low needs met quadrant, and four categories fell into the high importance/high needs met category indicating overall satisfaction.

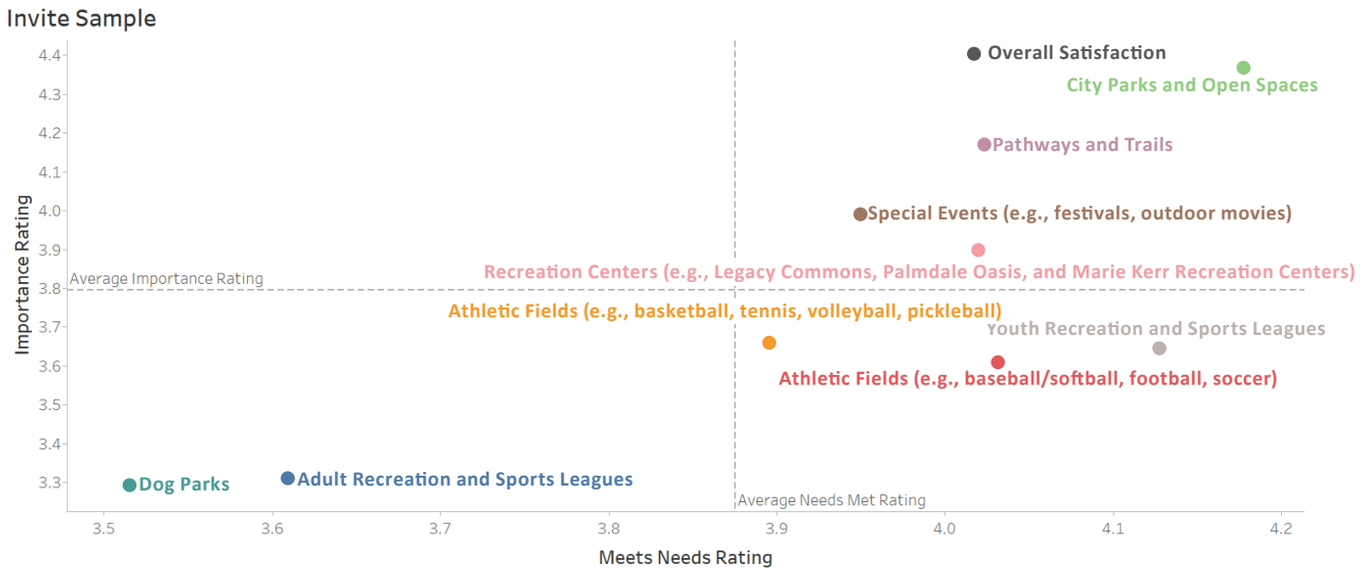


Figure 12: Invite Sample Summary

BY OPEN LINK - Five categories fell into the high importance/ high needs met quadrant for the Open Link. City parks and open spaces, pathways and trails, special events, recreation centers and youth recreation and sports leagues.

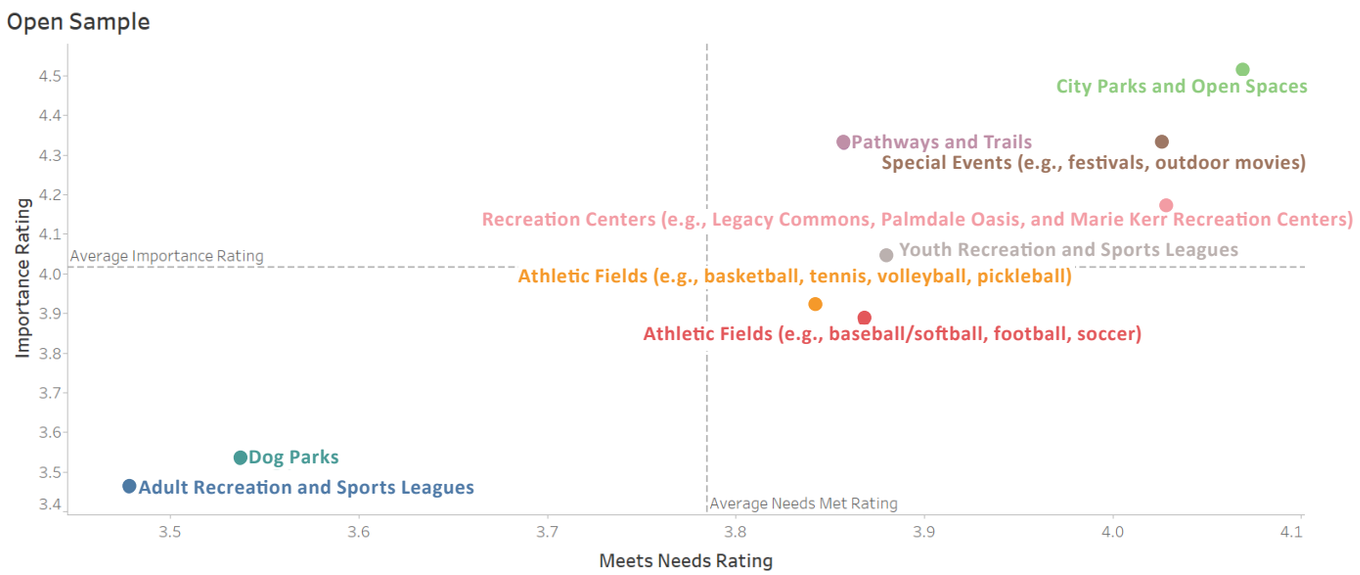


Figure 13: Open Link Summary

Increasing Use

What are the important items that, if addressed by the City of Palmdale, would increase your use of parks and recreation facilities? (check all that apply)

	Invite	Open	Overall
Better safety and security	67%	64%	65%
More lighting (parks, trails, and facilities)	58%	50%	51%
More shade at parks	52%	62%	60%
Enhanced/maintenance of parks/facilities	48%	41%	43%
More programs/special events	47%	48%	48%
More facilities, fields, and amenities	42%	42%	42%
Improved communication about offerings	39%	36%	37%
Stronger enforcement of regulations	35%	38%	38%
Better customer service/staff knowledge	28%	20%	22%
Lower pricing/user fees	25%	30%	29%
WiFi connectivity	22%	21%	21%
Enhanced hours of operation	19%	23%	22%
Improved field playability	18%	20%	20%
Handicapped/disabled accessibility	12%	17%	16%
More parking	12%	16%	15%
Other (specify):	10%	10%	10%
n=	216	768	984

Figure 14: Increasing Use Survey

- Better safety and security would help increase the use of parks and recreation facilities the most for both samples.
- More lighting and shade at parks, trails and facilities is also important for both Invite and Open link respondents.
- Less importance is placed on adding more parking

Amenity Use

Which of the following amenities does your household use when visiting Palmdale Parks and recreation facilities? (check all that apply)

	Invite	Open	Overall
Walking/jogging pedestrian pathways	70%	67%	67%
Restrooms	62%	71%	69%
Picnic shelters	47%	48%	48%
Playgrounds	46%	57%	54%
Athletic courts (e.g., basketball, tennis, volleyball, pickleball)	41%	44%	43%
Open space or turf	39%	40%	40%
Swimming pools	36%	46%	43%
Dog park	30%	36%	35%
Fitness equipment	24%	24%	24%
Rectangle athletic fields (e.g., soccer, football)	19%	23%	22%
Skate park	16%	17%	17%
Splash pad	16%	27%	25%
Diamond athletic fields (e.g., baseball, softball)	14%	21%	19%
Indoor gymnasium	13%	17%	16%
Disc golf	4%	6%	5%
Equestrian Center	3%	5%	5%
Bocce ball	1%	3%	2%
None of the above	5%	2%	2%
Other	6%	4%	5%
n=	222	768	990

Figure 15: Increasing Use Survey

- Walking/jogging pedestrian pathways and restrooms are the most commonly used amenities by both samples.
- The Open link sample more frequently uses playgrounds, swimming pools, and splash pads and athletic fields.





SECTION 4

PALMDALE RECREATION PROGRAMS ANALYSIS

BerryDunn analyzed the recreation program delivered by the Department. This evaluation was intended to assess the effectiveness of the Department's provision of public recreation programs sponsored by the City.



The general overview attempted to answer some basic questions about the programs and services.

- What are the core programs, and do they match community desires?
- Does the recreation program mix meet the needs of the community?
- Is there a good match between access for programs and revenue?
- Are programs and services offered at times convenient for the community?
- What challenges exist that may act as barriers to the Department delivering high quality programs and services?
- Does the Department invest an appropriate number of resources in recreation?

To accurately assess the effectiveness of the recreation program, data from 2022 was used, unless projections or budget information for 2023 was available.

Recreation Organization

The program is made up of recreation programs and services, cultural and special events programs, and programs and services offered at the DryTown Water Park. The Palmdale Library, Public Art Program, Saves Food Pantry, Community Programs, and Emergency Services are also the Department's responsibility but contracted and not part of this assessment.

The primary locations used to offer recreation programs include:

- Palmdale Playhouse
- Marie Kerr Recreation Center
- Palmdale Oasis Park Recreation Center
- Chimbole Cultural Center
- Legacy Commons for Active Seniors
- Marie Kerr Pool
- Oasis Park Pool
- McAdam Park Pool
- Courson Park Pool
- Best of the West Softball Complex (Marie Kerr Park)
- Palmdale Amphitheater (Marie Kerr Park)
- Drytown Waterpark

City of Palmdale's Investment in Recreation Program Delivery

Recreation Staffing

The recreation division is well staffed. Full-and part-time positions are shown in Table 8.

Recreation Services	Parks and Facilities	Events and Culture
Full-time	**Full-time**	**Full-time**
• Recreation Supervisors (2) • Recreation Coordinators (5)	• Director (1) • Deputy Director (1) • Recreation Manager (1) • Management Analyst (1) • Executive Assistant (1) • Waterpark Supervisor (1) • Recreation Supervisor (1) • Administrative Positions (3) • Recreation Coordinators (1)	• Recreation Supervisors (3) • Recreation Coordinator (1) • Theater Operators and Staff (2) • Audio Technician (1)
Part-time	**Part-time**	**Part-time**
• Lifeguards and Program Leaders (33)	• Lifeguards (9.5) • Program Leaders (16.13) • Office Assistants (1.63)	• Theater Staff (8.36)

Table 8: 2023 Recreation Staffing

Recreation Revenues

Revenues from recreation programs and services, facility rentals fees, and the DryTown Waterpark were impacted by the Covid-19 pandemic. Revenues were $2,597,930 in 2023.

Revenues generated by the Department shown in Table 9 illustrate revenue of $20.55 per capita. Other agencies nationally, are typically between $5.14 on the lower quartile and $46.72 on the upper quartile or a median of $15.20. The Department, fueled by the waterpark exceeds the national median.

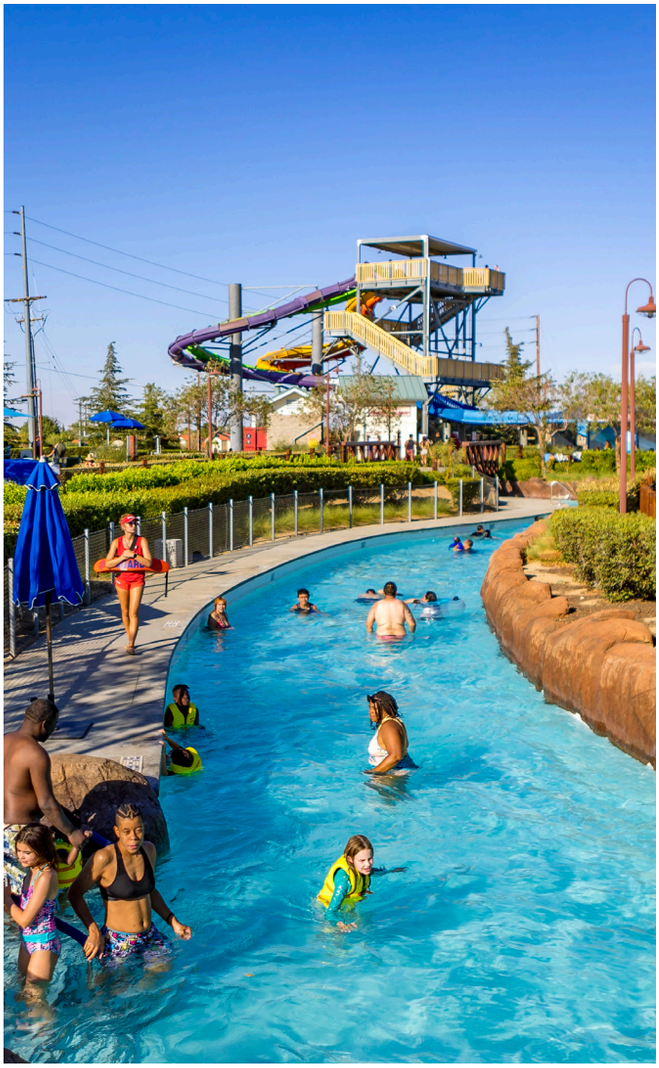
Financial Trends and Recreation Program Subsidy

Revenues from recreation programs are budgeted to exceed $3,500,000 in FY 2023. Subsidy for each area of the recreation program is in Table 9. The overall cost recovery is positively impacted by the waterpark facility which receives 58% of the Department's locally generated revenue. Total direct cost recovery (includes expenses directly related to revenue generation) is 42%, and overall total cost recovery (includes all costs) to deliver parks and recreation services in the City is 30.8%.

The Department investment in recreation (recreation services and the DryTown Waterpark) in the 2023 budget is $2,313,290 or a subsidy of $18.30 per capita.

Revenues from the Drytown Waterpark are intended to recover daily operating expenses but are insufficient to recover administrative overhead, maintenance personnel, safety personnel, park infrastructure preservation, and park expansion.

Typical agencies allocate around 41% of their general fund budget to recreation, and the City exceeds this, at 52%. This higher percentage of the budget is again related to the DryTown Waterpark operation and revenues generated at the waterpark.



	Revenue (Actual 2023)	Expenses (Budgeted 2023)	Estimated Subsidy	Estimated Direct Cost Recovery
Recreation Services	$873,870	$3,097,030	$2,223,160	28%
Parks & Facilities*	$1,724,060	$5,423,720	$3,699,660	32%
Park Maintenance	$0	$5,672,180	$5,672,180	0%
Events &Culture	$669,859	$3,248,540	$2,578,681	21%
*DryTown Waterpark is part of Parks & Facilities and has a cost recovery of 91%.				

Table 9: Recreation Program Area Subsidy and Cost Recovery (2023)

Core Recreation Program Service Categories

Programs and activities are offered primarily in eight service areas described in Table 10. Service areas that receive registration are more closely analyzed in this assessment and shown in Table 11.

- Aquatics Programs
- Art and Entertainment
- Hobbies and Interests
- Mind and Body
- Youth and Adult Sports

	Recreation Program Service Categories	Program Type
Recreation Services	Aquatic Programs	• Group swim lessons • Private swim lessons • Lap swimming • Recreational swimming • Lifeguard Academy • Preschool aquatics • Adaptive aquatics • Swim teams
	Arts and Entertainment	• Dance
	Hobbies and Interests	• Dance • Creative arts • Martial arts
	Mind and Body	• Fitness classes • Yoga • Zumba
	Youth and Adult Sports	• Youth basketball • Adult basketball • Tennis • Adult softball • Volleyball • Youth T-Ball • Youth coach-pitch • Baseball
	Recreation Centers and Parks	• Events • Drop-in programs
Events and Culture	Special Events	• Special Events • Concerts • Outdoor movie nights
	Playhouse	• Theater arts programs • Music instruction • Choir
Parks and Facilities	Other	• DryTown Waterpark • Legacy Commons • Air Park • Cultural center

Table 10: Palmdale Recreation Program Service Categories (registration and non-registration)

To accurately count participation in each of the five recreation program service categories that receive registration, both unique registrations and actual participation were analyzed. Actual participation is counted in Participant Contact Units (PCUs), which are the number of times the individual took part in the class or activity. For instance, one child registering for a camp that meets five times would be one registration and five PCUs. PCUs provide a much clearer picture of the staffing required to provide a registered service than individual registrations. Drop-in, self-directed activities, special events, Drytown Waterpark admissions, and other services offered without registration were not included in this analysis.

In 2022, Palmdale received a majority of individual registrations in aquatics, that accounted for 16% of the total participant contact hours. Sports was the inverse, accounting for 2,499 individual registrations and greater than 94,000 contact units. The high number of participant contact units results from the number of times a sports participant meets (practices and games over the course of a sports season). See Table 11.

Recreation Program Service Categories	Program/ Activity Registrations	Percent of Registration	Participant Contact Units	Percent of Contact Units
Aquatics Programs	3,224	42%	22,498	16%
Art and Entertainment	1,022	13%	16,212	12%
Hobbies and Interests	642	8%	2,794	2%
Mind and Body	381	5%	2,164	2%
Youth and Adult Sports	2,499	32%	94,048	68%
Total	7,768	100%	137,716	100%

Table 11: 2022 Palmdale Program/Activity Registrations and PCUs

Out-of-City Residents

In 2022, 22% or 1,715 registrations were accepted from out-of-city residents, potentially using valuable registration spaces.

City residents pay taxes to support their parks and recreation services. Out-of-city residents account for 28% of aquatics and 26% of sports registrations. While fees are generally 25% more for out-of-city residents, the subsidy for most activities is greater than 70%, leading to a subsidy inequity. The Department is encouraged to look closely at each program or activity to determine the appropriate subsidy level. Table 12 includes only registered programs. Drop-in, self-directed activities, special events, Drytown Waterpark admissions, and other services offered without registration were not included in this analysis.

Program Category	Residents Registrations	Non-Resident Registrations
Aquatics	2520	704
Arts & Entertainment	738	284
Hobbies and Interest	486	156
Mind and Body	321	60
Sports	1988	511
Grand Total	6053	1715

Table 12: Resident and Non-resident Recreation Registration



Participation by Season

Knowing when to offer programs is also important for the recreation staff. As is the case with most parks and recreation agencies, summer is busiest in terms of both registration and contact hours. See Table 13.

Season	Registration	Contact Hours
Fall	1360	30,137
Summer	4704	63,021
Winter/Spring	1704	44,559
Total	7,768	137,716

Table 13: 2022 Program Participation by Season

Access to Recreation Programs

The population in the City continues to evolve, which may require changes to programs and marketing. Palmdale's population has become more diverse as white populations are projected to decrease from 49% in 2010 to 24% by 2027.

At the same time, the Hispanic population has grown from 54% in 2010 to 62% in 2022. The Department's efforts around events and cultural opportunities are important. The Department is encouraged to develop a Diversity, Equity, and Inclusion (DEI)-specific plan for recreation programs.

Program Age Segmentation

Comparing programs offered by age can offer insight into an appropriate mix of program opportunities. The percentage of program opportunities were calculated from programs offered in winter 2022.

	% of population*	% of programs offered
0-4 Preschool/Toddler	7.6%	07%
5-9 Youth	7.7%	23%
10-14 Preteen/Teen	7.5%	20%
15-19 Teen	7.3%	16%
20-54 Adults	48.5%	9%
55+ Older Adults/Senior	21.3%	35%
Total	99.9%	100%
*Population does not sum to 100% due to rounding.		

Table 14: Population and Programs Offered Analysis

Table 14: Population and Programs Offered Analysis

Decisions and priorities given to certain age groups are driven by the City's values, policies, and markets. There is no right or wrong percentage of programs offered in any given age group. Even though senior programs are offered at a rate beyond the population percentages, senior programs were identified in the statistically valid portion of the survey as a high priority for future programs to be added, expanded, or improved.

MARKETING RECREATION PROGRAMS

Marketing and promotion are accomplished by the City's communication office through a request and work system. Generally, parks and recreation Departments achieve better results from marketing and promotion when done directly by the Department. Social networking may be best accomplished internal to the Department.

The Department will phase out paper program guides over time. Currently, programs are promoted through a City-wide magazine which lacks many of the benefits that come from a program guide produced solely for the Department. Program and activity registration promotions are folded into a magazine with many advertisements making programs challenging to locate.

What are the best ways for your household to receive information on Palmdale's parks, facilities, recreation programs, and sports leagues? (check all that apply)

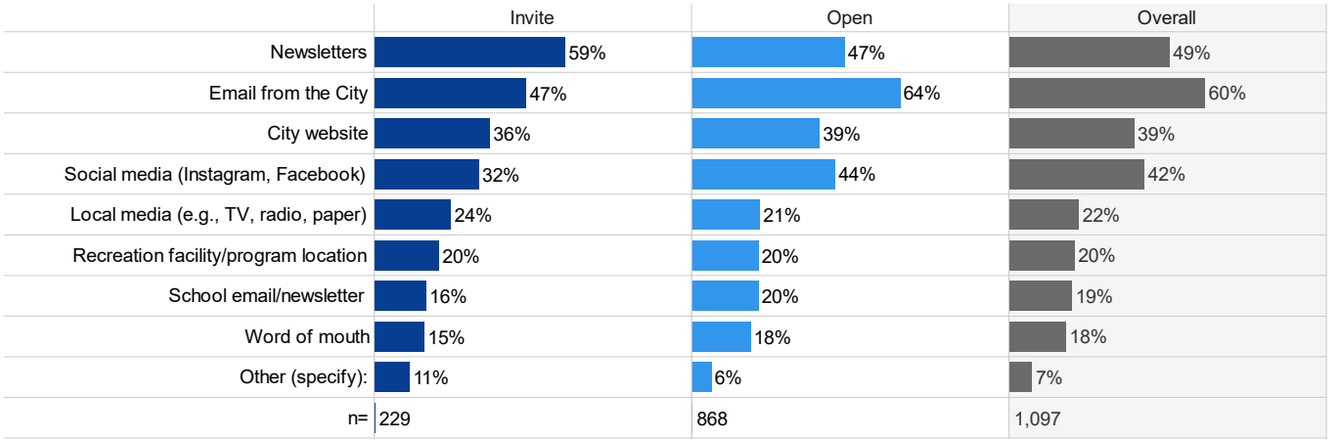


Figure 16: Communication Preferences by Age

Marketing to Specific Age Segments

The needs assessment survey demonstrated that Palmdale residents of different ages prefer to receive information from the Department in different ways as demonstrated in Figure 9 and summarized with first three choices per age group in Table 14.

	< 25	25-34	35-44	45-54	55-64	65-74	75+
Newsletters		3	3	2	2	1	1
Email from the City	3	1	1	1	1	2	2
City Website				3	3	3	
Social Media	1	2	2				
Local Media							3
Word of Mouth	2						
NOTE: 1= First Choice		2= Second Choice				3= Third Choice	

Table 15: Top Three Preferences for Receiving Information

Marketing Best Practices to Consider

(provided by Tripepi Smith, City's marketing consultant)

Tripepi Smith recommends that Parks and Recreation consider the following best practices in its marketing and communications efforts. The Department should work with communications staff to implement the following strategies:

1. MEASURE WHAT MATTERS

By collecting and analyzing available marketing-related metrics regularly, Parks and Recreation can implement a data-driven approach and gather important insights to improve communication efforts, as well as determine whether the Department is meeting its communications goals.

ACTION STEPS

- Whether monthly or quarterly, establish a regular schedule for collecting and analyzing available metrics; develop a regular report with metrics across Parks and Recreation's websites and social media accounts. Consider including the following metrics at a minimum:
  - » Website: Users, Sessions, Average Sessions per Day, Average Session Length, Top Pages
  - » Social Media: Followers/Likes/ Subscribers, Number of Posts, Post Reach, Post Engagement, Top Posts, Paid Advertising Impact
- Regularly discuss metrics reports to ensure staff members who work on marketing efforts understand what is working and what needs fine tuning in terms of the Department's communications and marketing efforts.
- Identify metrics in advance that will be useful and explain to staff members why they are relevant. Consider isolated reports on website traffic that focus on specific Parks and Recreation events.

2. CREATE COMMUNICATION PLANS FOR MAJOR INITIATIVES

While some Parks and Recreation news and updates may require a single press release or social media post, other topics may need a long-term and more strategic approach, increased distribution, and ongoing communication. By establishing a clear communication plan for major initiatives, like the summer concert series, the Department can position itself and the City as a reliable source of information and increase reach.

ACTION STEPS

- Identify major upcoming initiatives within the Department and encourage staff members to advise Communications when a project, program, or service may require special attention, design/branding, and strategic planning.
- Ensure design, messaging, and writing styles are within City brand guidelines to provide a cohesive look and voice across Departments. Graphics for special events may vary visually but will still adhere to City styles.
- Define target audiences for the initiative to determine necessary communication avenues.
- Analyze the Department's existing communication toolset and determine which tools to use or if new resources are needed.
- Develop key messaging and talking points to use cross all collateral and platforms.
- Communicate key performance indicators that will determine success.

3. ENHANCE THE DEPARTMENT'S PHOTO AND VIDEO LIBRARY

Photos and videos are two of the most powerful ways to tell a story. For Parks and Recreation, an extensive library of high-quality photos and videos can help improve the Department's communication efforts across its website and social media platforms and create efficiency in content development.

ACTION STEPS

- Establish a central location where photos and videos will live that all staff can access.
- Develop a short list of evergreen photos and videos that can be used in marketing materials long term.
- Set a goal to complete all necessary photo and video shoots within a fiscal year.
- Encourage Department staff to capture photos and videos in the field whenever possible (i.e., events and programming) and to habitually place them in the pre-determined central location.

Recreation Program Satisfaction

Overall, the Palmdale community is satisfied with the recreation programs and services offered by the Department. All the services identified in the survey illustrated satisfaction greater than 3 on a 1 to 5 scale with 1 being dissatisfied and 5 being very satisfied. The Palmdale community is very satisfied with community centers, special events, and aquatics facilities. See Figure 17.

How satisfied has your household then with the overall quality of Palmdale parks, facilities, programs, and sports leagues you've used in the past 12 months?

				Percent Responding: 1 & 2	3	4 & 5
Palmdale Amphitheater	Invite	Avg. 4.1	n=110	4%	24% 24%	31% 41% 72%
	Open	Avg. 4.1	n=617	8%	17% 17%	30% 45% 75%
Marie Kerr Recreation Center	Invite	Avg. 3.8	n=101	13%	23% 23%	35% 29% 64%
	Open	Avg. 3.8	n=528	11%	26% 26%	29% 33% 63%
Special Events (e.g., Springfest & Egg Hunt, Summer Concerts, Family Movie Nights)	Invite	Avg. 3.8	n=125	14%	24% 24%	28% 34% 62%
	Open	Avg. 3.9	n=652	12%	20% 20%	31% 37% 68%
Palmdale Oasis Recreation Center	Invite	Avg. 3.9	n=86	7% 7%	33% 33%	29% 32% 61%
	Open	Avg. 3.8	n=400	13%	25% 25%	29% 33% 62%
Aquatic Facilities (Courson, McAdam, Palmdale Oasis and Marie Kerr Pools) & DryTown Water Park	Invite	Avg. 3.8	n=132	9%	28% 28%	33% 30% 63%
	Open	Avg. 3.7	n=677	15%	25% 25%	29% 31% 59%
Desert Sands & Marie Kerr Community Buildings	Invite	Avg. 3.7	n=90	7%	32% 32%	37% 24% 61%
	Open	Avg. 3.5	n=449	16%	32% 32%	28% 24% 52%
Parks	Invite	Avg. 3.7	n=178	9%	33% 33%	35% 23% 58%
	Open	Avg. 3.6	n=814	18%	24% 24%	33% 26% 58%
Palmdale Playhouse	Invite	Avg. 3.9	n=77	4%	33% 33%	30% 33% 63%
	Open	Avg. 3.7	n=384	18%	23% 23%	27% 33% 60%
Park Maintenance & Landscape	Invite	Avg. 3.6	n=167	17%	27% 27%	31% 24% 56%
	Open	Avg. 3.6	n=741	16%	26% 26%	29% 28% 58%
Legacy Commons, for Active Seniors	Invite	Avg. 3.5	n=64	20%	35% 35%	30% 45%
	Open	Avg. 3.6	n=307	17%	28% 28%	22% 32% 54%
Chris O'Leary & Marie Kerr Skateparks	Invite	Avg. 3.7	n=83	16%	18% 18%	34% 32% 66%
	Open	Avg. 3.5	n=386	20%	30% 30%	26% 25% 51%
Athletic Fields (diamond/rectangular)	Invite	Avg. 3.5	n=99	16%	33% 33%	31% 20% 51%
	Open	Avg. 3.4	n=491	21%	32% 32%	26% 21% 48%
Programs & Sports Leagues at City Facilities	Invite	Avg. 3.5	n=101	22%	26% 26%	28% 24% 52%
	Open	Avg. 3.5	n=544	21%	30% 30%	23% 26% 49%
Trails & Walking Paths	Invite	Avg. 3.6	n=161	17%	22% 22%	34% 26% 61%
	Open	Avg. 3.4	n=673	23%	25% 25%	26% 25% 51%
Park & Facility Safety	Invite	Avg. 3.3	n=139	23%	30% 30%	28% 47%
	Open	Avg. 3.3	n=654	26%	27% 27%	27% 47%

Very important Neutral Slightly Important Low Importance Not at all important

Figure 17: User Satisfaction with Palmdale Facilities, Programs and Sports Leagues

Priorities for Recreation Programs and Services

The needs assessment survey illustrated that four areas were of heightened importance – special events, outdoor recreation, non-sport youth programs, aquatic programs, and youth sport leagues. See Figure 18.

Please identify your households priorities for recreation programs and special events to be added expanded or improved upon in Palmdale in the next 5 to 10 years

				Percent Responding: 1 & 2	3	4 & 5
Special events (e.g., festivals, parades, concerts)	Invite	**Avg. 4.0**	n=196	11%	17%	72%
	Open	**Avg. 4.3**	n=639	6%	13%	81%
Outdoor recreation programs (e.g., hiking groups, archery)	Invite	**Avg. 4.0**	n=191	10%	16%	74%
	Open	**Avg. 4.2**	n=643	9%	15%	77%
Youth programs (non-sports)	Invite	**Avg. 3.9**	n=184	17%	14%	69%
	Open	**Avg. 4.0**	n=635	14%	14%	72%
Swim lessons/aquatic programs	Invite	**Avg. 3.8**	n=193	16%	17%	67%
	Open	**Avg. 4.1**	n=649	12%	17%	71%
Youth sports leagues	Invite	**Avg. 3.8**	n=187	17%	18%	65%
	Open	**Avg. 4.0**	n=631	16%	12%	72%
Cultural and arts programs (e.g., drawing, painting)	Invite	**Avg. 3.9**	n=190	13%	20%	67%
	Open	**Avg. 4.0**	n=638	11%	18%	71%
Youth after-school/summer camps	Invite	**Avg. 3.8**	n=189	21%	14%	66%
	Open	**Avg. 3.9**	n=642	16%	14%	70%
Senior programs	Invite	**Avg. 4.1**	n=189	9%	19%	72%
	Open	**Avg. 3.9**	n=636	17%	14%	69%
Fitness and wellness programs	Invite	**Avg. 4.0**	n=196	11%	17%	72%
	Open	**Avg. 4.0**	n=647	10%	21%	69%
Teen activities	Invite	**Avg. 3.8**	n=189	20%	15%	65%
	Open	**Avg. 3.9**	n=636	16%	14%	71%
Environmental education/nature programs	Invite	**Avg. 3.8**	n=189	12%	24%	63%
	Open	**Avg. 3.9**	n=640	13%	19%	68%
Dance and performing arts (e.g., ballet, theater)	Invite	**Avg. 3.6**	n=188	19%	23%	58%
	Open	**Avg. 3.9**	n=639	15%	20%	64%
Alternative sports (e.g., BMX, skateboard)	Invite	**Avg. 3.2**	n=184	19%	30%	25%	44%
	Open	**Avg. 3.4**	n=632	17%	28%	24%	48%
Adult sports leagues	Invite	**Avg. 3.2**	n=188	28%	30%	43%
	Open	**Avg. 3.2**	n=616	20%	31%	24%	44%
E-games and E-sports	Invite	**Avg. 2.7**	n=183	16%	46%	24%	30%
	Open	**Avg. 2.8**	n=623	44%	23%	33%
Other Program (specify):	Invite	**Avg. 4.1**	n=21	6%	26%	68%
	Open	**Avg. 3.3**	n=115	37%	10%	53%

Very important ■ Neutral ■ Slightly Important ■ Low Importance ■ Not at all important

Figure 18: Recreation Program & Special Events Priorities



Program Life Cycle

Parks and recreation agencies must recognize that certain programs and activities have a lifespan and must be evaluated on a continual basis. In 2022, only a small number of programs offered were canceled due to a lack of registration. When programs must be canceled, it is possible the lack of interest is due to a program simply moving beyond the program's life cycle. To determine whether a program has reached the end of its life cycle, a few simple questions should be asked of participants and staff about the program below. See Figure 20.

- Is participation increasing or decreasing? If participation is increasing, then it could mean that the program should be continued. If participation is decreasing, are there steps to take to increase interest through marketing efforts, changes to the time/day of the program, format, or instructor? If not, it may be time to discontinue the program.
- Is there information contained in the participation/staff feedback that can be used to improve the program?
- Are cost recovery goals being met? If not, can program costs be reduced or can fees be realistically increased?
- Is there another provider of the program that is more suitable to offer it? If yes, the Department could provide referrals for its customers.
- The Department can also use cancelation rates to help make decisions regarding resource allocation and to focus marketing efforts.

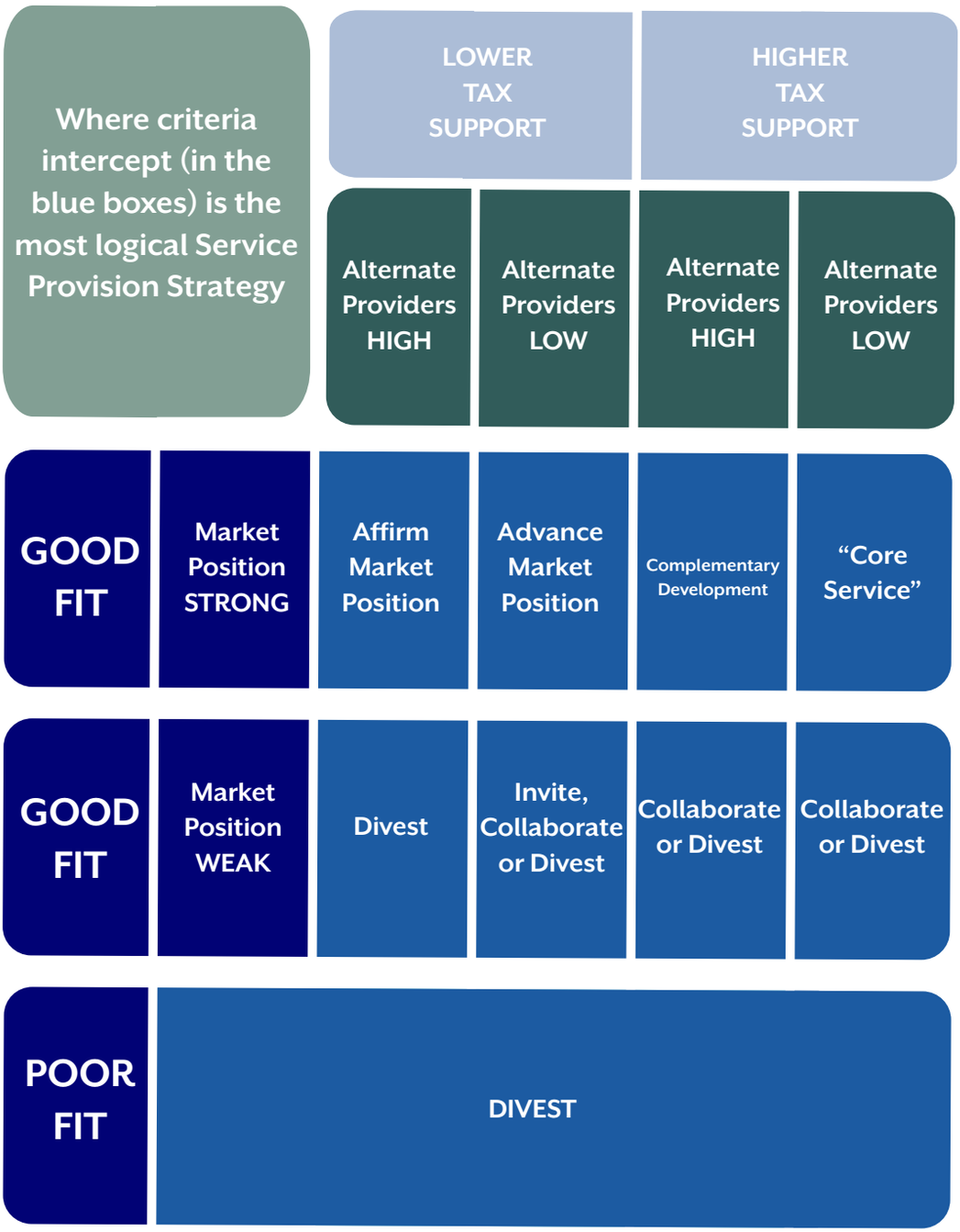


Figure 19: Program Life Cycle



Recreation Program Evaluation and Performance Measures

Successful recreation programs typically track and report on performance measures that help to describe the success of recreation program delivery. A maximum of four or five performance measures should be adopted to help ensure appropriate tracking and reporting. A few examples are included for consideration and must consider the Department's mission and vision statements adopted by the appropriate elected body.

Performance Measure	Purpose	Outcome
# Of new classes per quarter	Maintain a fresh and novel recreation program	Attract new and returning participants
# Of program cancelations	Keep programming from stagnating	Make efficient use of coordination time and marketing budget
Participant satisfaction rates	Maintain and attract advocates, strong, sustainable revenues, and word of mouth marketing	Encourage high quality program delivery
Ongoing patron satisfaction surveys	Receive continuing data to improve programs	Survey at least 75% of program participants

Table 17: Sample Recreation Performance Measures

KEY FINDINGS

Many challenges and key findings were identified in this assessment and are shown in this section and in the recommendations for the master plan.

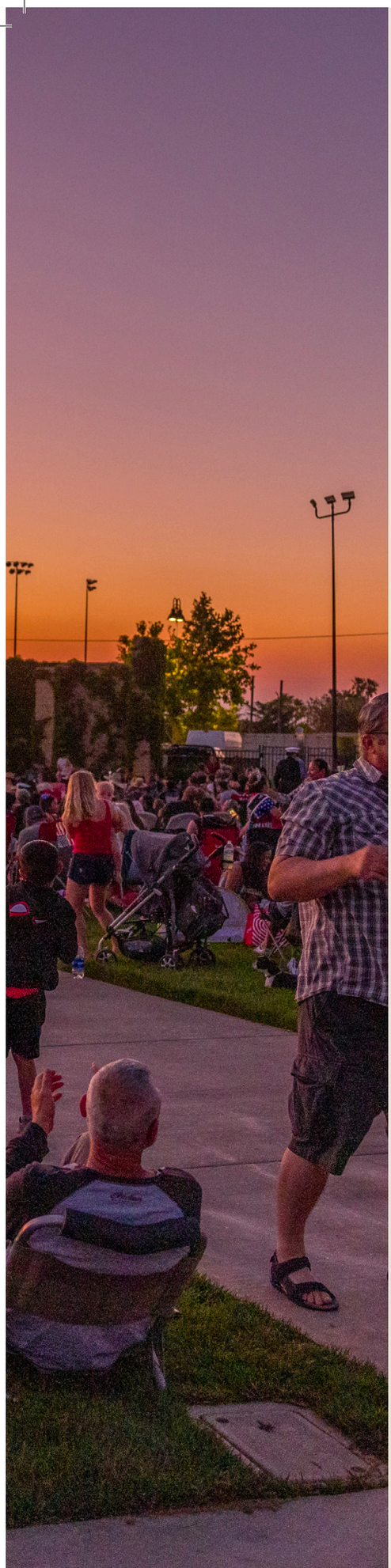
- The City's investment in recreation programs is appropriate.
- Special events, outdoor recreation programs, youth programs – non sport, swim lessons/ aquatics programs, and youth sports leagues are the most important recreation areas.
- Many program desires are identified on page 30, from the engagement process. Programming staff are encouraged to refer comments about programs, sports, aquatics, cultural and special events as a guide for future program offerings.
- With over 10% of Palmdale's population reporting a disability, inclusive programming and careful attention of parks and facilities accessibility is important.
- Palmdale's population is anticipated to decrease by 2.2%, the greatest decrease coming from young adults. Impact on the Department due to decreases in youth population are anticipated to be marginal.
- Senior and older adult populations are anticipated to increase by several thousand individuals by 2027.





- There is a significant gap in programming for adults; given the population of adults in Palmdale. While approximately half of Palmdale's population is made up of adults 20 – 54 years old, only 9% of programming is dedicated to this age group.
- Attracting and retaining staff continues to be a challenge.
- The City of Palmdale is growing more diverse, resulting in a need for cultural programs, marketing opportunities in diverse languages, etc.
- The City may benefit from additional coordination to create a better, more equitable reciprocal use agreement for use of school properties.
- Additional development of performance measures for recreation programs can assist the Department in assessing success of programs and activities.
- Offering discounted or free program options, exploring partnerships with local nonprofits, and providing transportation assistance can help address socioeconomic disparities and help ensure inclusivity in the community.





SECTION 5

ORGANIZATIONAL ANALYSIS

BerryDunn broadly assessed the organizational and management structure, staffing, and the financial investment the City makes in parks and recreation with respect to effectiveness and efficiency.

Supporting the Director is a leadership team that includes a Deputy Director and Recreation Manager, and a Management Analyst. Organizationally, the Department has four divisions: Recreation Services, Parks & Facilities (including DryTown Waterpark), Events & Culture, and the Library. The Library is part of the Director's portfolio, although operation of the Library is contracted out.

Parks and recreation services are delivered by four divisions that employ 31 full-time positions, supported by 76.53 part-time/casual positions.

In total, Parks & Recreation and Parks Maintenance are staffed with 107.53 full-time equivalent positions.

Not unlike other parks and recreation agencies across the United States, the Department was impacted by the Covid-19 pandemic, resulting in a 30% decrease in staffing levels in 2020. Since then, the Department has added FTE as needed. In 2023, staffing to support both parks maintenance and recreation grew by 13% compared to 2018. Staffing by division between FY 2018 and 2023 is shown in Figure 22.

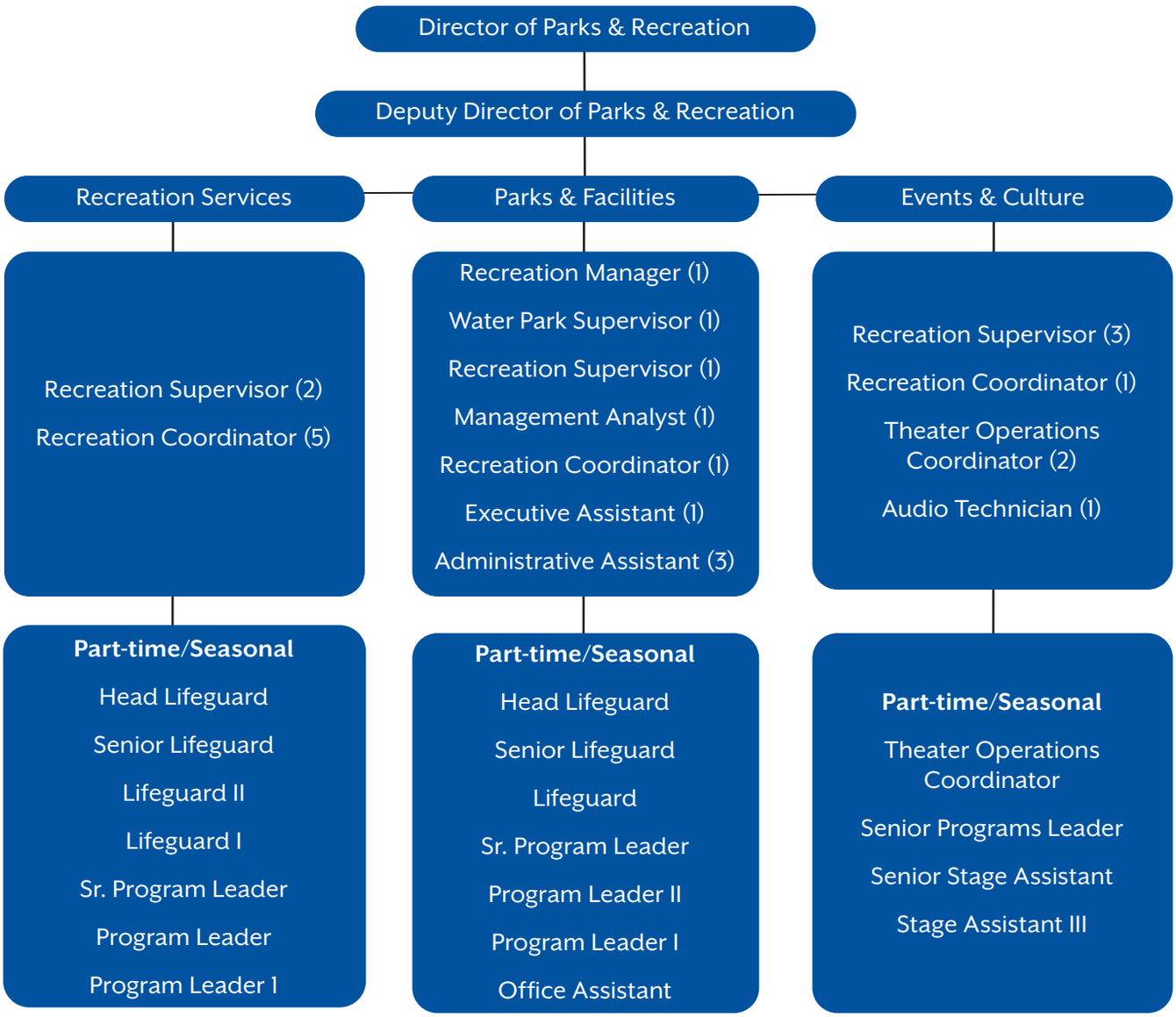


Figure 20: Parks and Recreation Organizational Structure

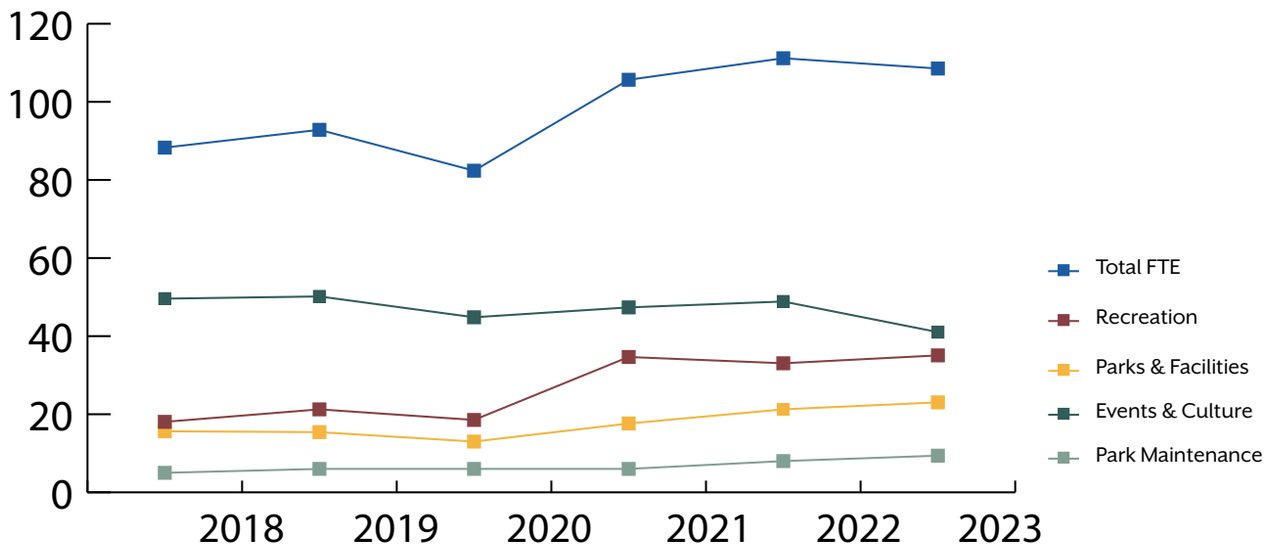


Figure 21: Staffing by Division between FY 2018 and 2023

In 2022[4], the City invested in 110.17 FTE to deliver parks and recreation. When compared to other typical agencies serving similar populations, the City falls short on staffing. The National Recreation and Park Association (NRPA) collects metrics data from over 1,000 agencies each year. The data suggests that comparable agencies serving a similarly sized community would invest in 72.8 FTE (lower quartile) up through 198.3 (upper quartile) or a median of 121.5 FTE.

Another way to look at staffing is by direct comparison to population served or FTE per 10,000 residents. Again, the Department provides only 6.5 FTE per 10,000 residents in comparison to other typical agencies that might employ from 4.8 (low) to 12.3 (high) or a median of 8.0 FTE per 10,000 residents.

Population density can also help explain staffing levels. Agencies that serve communities with greater population density typically have more FTEs per resident. Agencies serving communities with more than 2,500 people per square mile may need staffing closer to the higher quartile. Population density in the City of Palmdale is 1,599 residents per square mile.

Another consideration is the distribution of positions. Typically, agencies may dedicate 46% of FTE to park operations and maintenance, compared to 30% in recreation, 17% in administration, 3% in capital development, and an additional 4% in other categories. The City supports administrative functions with only 2.7% of FTE and Park Maintenance and Operations with only 8.5% of FTEs.

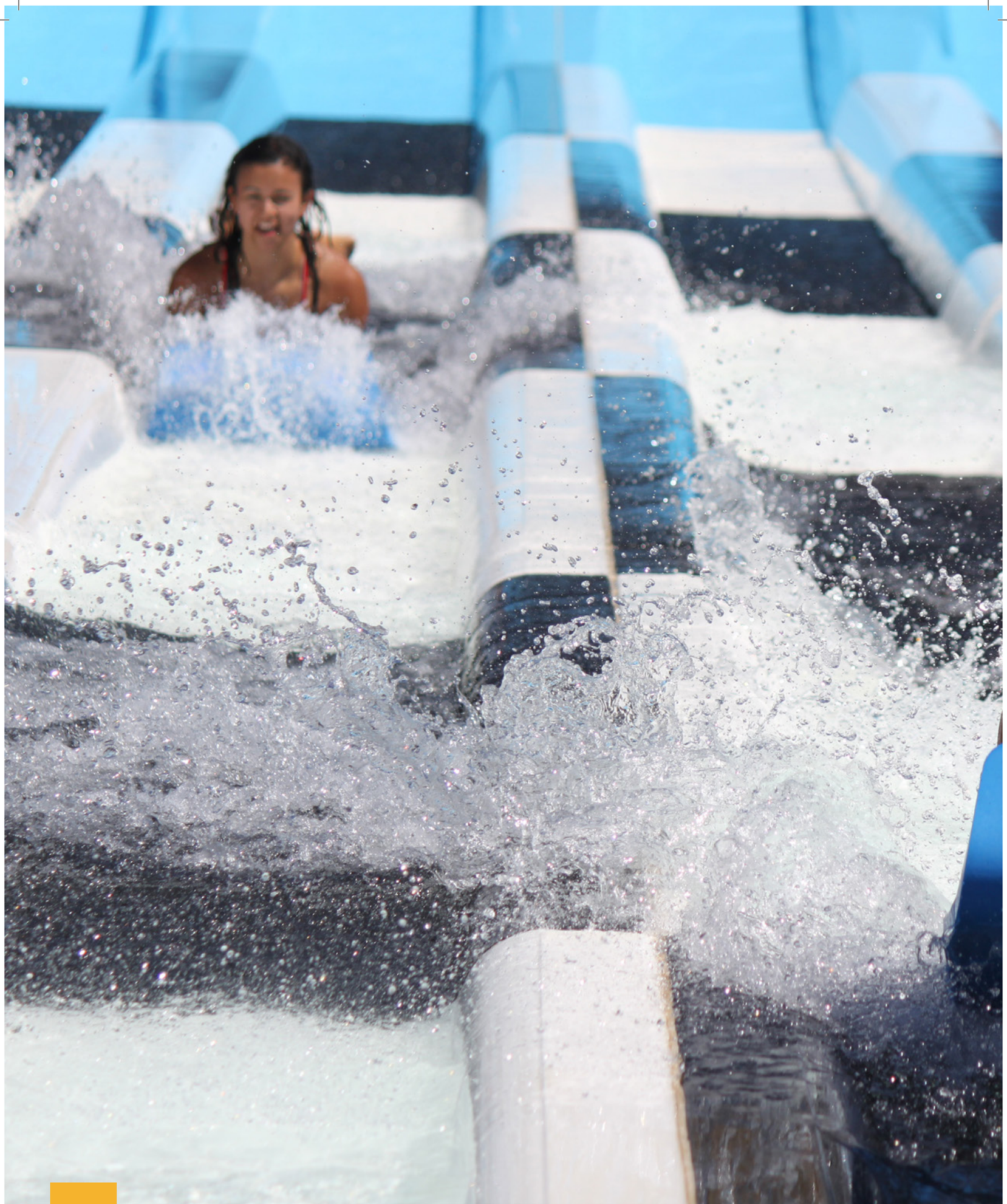
Staffing Considerations

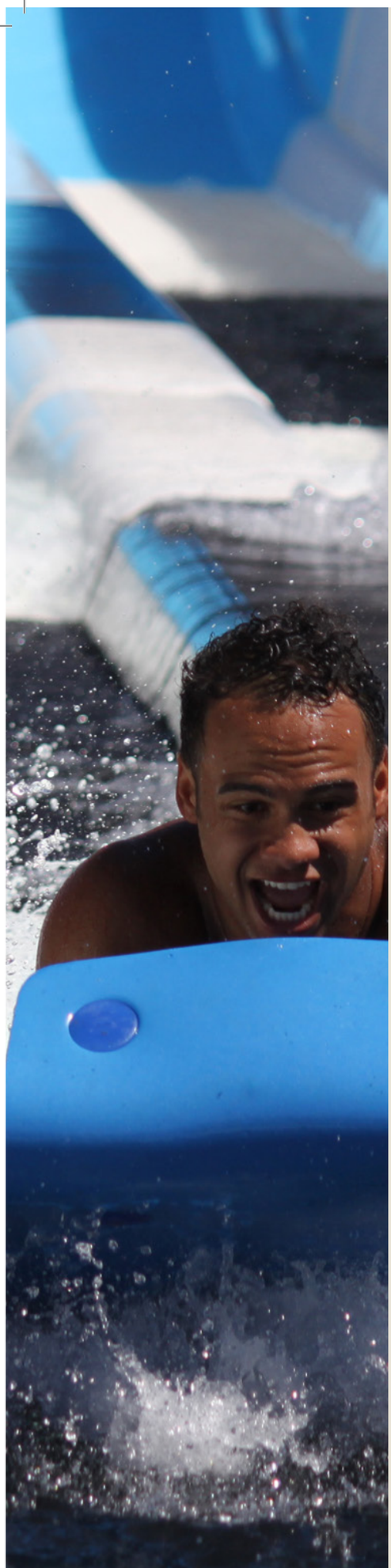
This assessment suggests that operations and maintenance appear to be under-staffed for the number of parks, acres, trails, and the amount of natural area acreage the Department manage and also Department administrative functions are also somewhat under-staffed.

The consultant team has determined that the Department will need between 7 and 10 additional positions to operate and expand its system over the next 10 years, notwithstanding an anticipated decrease in population. These positions may best serve the Department if a majority are dedicated to park operations and maintenance.[5]

4 2022 data was used to make accurate comparisons with data drawn from the demographics analysis.

5 It should be noted that the city invests greater than two million dollars additionally, in park maintenance contracts.





SECTION 6

FINANCIAL ANALYSIS

CURRENT CIRCUMSTANCES

The Department adopts an annual budget that sets priorities, guides staff, and provides the primary resources to meet the parks and recreation needs of City residents. The General Fund is the primary operating fund (70%) and is comprised of sales and property tax revenues, grants, fees, and charges generated by the Department and from transfer fees.

	2018 (Actual)	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Budget)	2023 (Budget)	Change from 2018 to 2023
Recreation Services	$1,924,761	$2,107,400	$1,860,221	$2,251,400	$2,712,640	$3,097,030	60.17%
Parks & Facilities	$2,528,574	$2,545,393	$2,417,578	$3,802,700	$5,033,490	$5,423,720	114.62%
Park Maintenance	$2,976,991	$3,421,984	$4,163,265	$4,177,181	$5,351,970	$5,672,180	90.53%
Events & Culture	$1,253,010	$1,309,771	$1,281,587	$1,418,600	$2,119,440	$3,248,540	159.32%
Total	$5,706,345	$5,962,564	$5,559,386	$7,472,700	$9,865,570	$11,769,290	106.28%

Table 17: Palmdale Operating Budget Trends FY 2018-FY 2023

Measuring the Financial Health of the Department

There are several ways to gauge the Department's financial health. Benchmarking against other similar communities can assist with planning and leadership decisions. However, because each community is different, benchmarking is not intended to be the sole tool for making such decisions. NRPA's 2022 Agency Performance Review offers opportunities to compare the Department's financial performance to other agencies serving similar-sized communities. Agencies serving similar-sized communities across the U.S. provided data that is used to benchmark against in this section of the master plan.

Revenue-to-Operating Expenditures: Cost Recovery

Overall operating cost recovery is projected in the 2023 budget to be 30.8%. The resource allocation policy shown in Figure 24 helps to ensure resources are allocated and revenue opportunities are appropriate to support community needs.

The City's cost recovery is impacted by revenues from the DryTown Waterpark.The fees collected at the waterpark are intended to offset daily operating costs at that facility, and are not able to recover administrative overhead, maintenance and safety personnel, park infrastructure preservation, or park expansion.

The resource allocation and cost recovery philosophy originally created by GreenPlay (now BerryDunn) is the standard across the United States. The philosophy is based on the concept that while all parks and recreation facilities, programs, and services are intended to improve the lives of community members, not all should necessarily receive the same level of subsidy. In general, the more a facility, program, or service provides a community benefit, the greater the taxpayer subsidy. Programs that provide unique, individual benefits are funded more by user fees and may subsidize programs lower on the pyramid. See Figure 22.

Palmdale Parks & Recreation Pyramid Resource Allocation

Palmdale's Parks & Recreation Department offers premier services to residents in the City of Palmdale. Our parks, recreation facilities, programs and events strengthen community image and enhance the quality of life enjoyed by Palmdale's residents. To become a leader in the development of Palmdale's future, the Parks & Recreation Department contributes to our economic growth through development of unique facilities that provide diverse programs and events, not offered elsewhere in the region. We provide events that bring people together, thereby encouraging community pride and making our City an attractive place to live. We strive to create a healthy community for families and individuals by preventing crime, while improving youth resilience. Our programs are offered in a non-competitive environment to help build character, encourage self-esteem, and emphasize on the importance of good sportsmanship. Our special use facilities support economic development by attracting residents and businesses, as well as tourists. Our Department strives to demonstrate the benefits of Parks and Recreation and continues to be recognized as an essential service to our City Council and the Palmdale community,

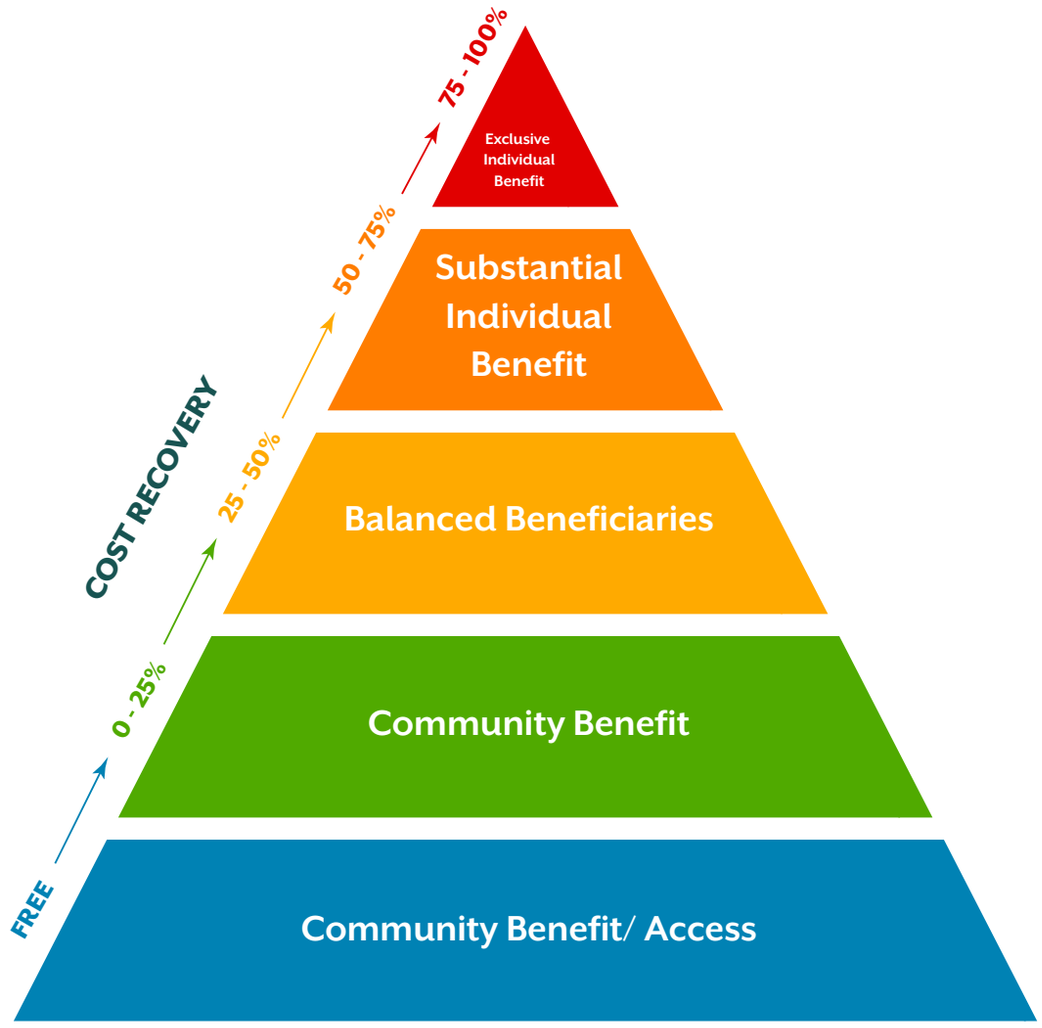


Figure 22: Palmdale Pyramid Resource Allocation Methodology



Exclusive Individual Benefit

Participants in programs and services at this level primary focus on individual gain, either for profit or promotion, and limit the public's ability to use public facilities for the community benefit. Profits are obtainable at this level and assist in funding other programs and users have high expectations of expertise. The overall community benefit is low to zero. Examples of services offered at this level include private lessons, water park operations, concessions and vending, merchandise sales, and equipment rentals.

Substantial Individual Benefit

Considerable individual benefit is gained from programs and services offered at this level. Services target a very specific and limited group or team; emphasize individual improvement. Examples of services offered at this level include adult recreation and leagues, city-hosted tournaments, advanced aquatics, lifeguard academy, and competitive events.

Balanced Beneficiaries

Providing a balance between community and individual benefit is the focus of programs and services offered at this level. Residents who participate in these programs will come away with positives experiences, enriched lives, a sense of pride, and increased confidence. These individual benefits help the overall community. Examples of services offered at this level include youth sports, camps, advanced instructional classes, theatrical performances and headline concerts.

Community Benefit

Programs and service at this level provide a benefit to the entire community. These programs promote a sense of community and pride, use of outdoor spaces, multi-generational family participation, are supportive, provide a sense of safety, service, and primarily benefit the community rather than the individual. Examples of services offered at the level include aquatic safety programs, education and prevention programs, city sponsored community events, youth and teen programming, senior social services, adaptive and therapeutic programs, and staff taught introductory classes.

Community Benefit/ Access

Programs and services at this level assist the City of Palmdale Parks & Recreation Department in achieving the goal of promoting healthy lifestyles, celebrating cultural diversity, encouraging personal development, and building a sense of belonging by allowing for accessible and inclusive facilities. The Department strengthens safety and security by protecting every individual's right to recreate in a safe environment. Examples of services offered at this level include access to city parks and trails, park programming, and volunteer led programs.

Operating Expenditures per Capita

Another metric NRPA aggregates and reports on annually in its Agency Performance Review is operating expenditures per capita. In 2022, a typical parks and recreation agency in a similarly sized community, spends between $47.88 and $155.62 per capita or a median of $75.88 per capita. In 2022, Palmdale spent $81.55 per person. This was slightly higher than the median and well within the typical range.

Department Operating Expenditures per Capita

$81.55 / Year

Community Members' Tolerance for Current Fees

The needs assessment survey demonstrated that residents feel both program and facility reservation fees are appropriate and provide value. See Figure 23.

		Invite	Open	Overall
Programs	Fees are underpriced for the value received	1%	3%	2%
	Fees are acceptable for the value received	32%	45%	42%
	Fees are too high for the value received	17%	21%	20%
	Don't know/unsure	50%	31%	35%
	n=	208	639	847
Facility Reservation	Fees are underpriced for the value received		2%	2%
	Fees are acceptable for the value received	20%	25%	24%
	Fees are too high for the value received	12%	19%	18%
	Don't know/unsure	67%	54%	57%
	n=	172	559	731

Figure 23: Value for Fees



Traditional Parks, Recreation Operations, and Capital Development Funding Sources

The City was provided a document as a staff report that illustrates additional funding sources commonly used by parks and recreation agencies. This document may help the Department to shape future funding opportunities.

A few specific opportunities the Department is encouraged to consider:

COMMUNITY FACILITIES DISTRICTS

Mello-Roos is enabling legislation that allows a California special tax district that sells bonds and levies taxes to fund new or additional community facilities and services within specific boundaries.

Each special tax district is called a Community Facility District (CFD). Voters within each CFD must pass by a super-majority (2/3 approval), which gives it the ability to sell bonds to raise money to fund public improvements, such as roads, schools, parks, police services, and other amenities desired by the community. It also provides the CFD with taxing authority on district residents when the tax is used to pay off the bond principal, interest, and administrative fees. The fees can be established through a vote of developers prior to building, in which case new homeowners assume the responsibility without a vote. In 2024, voters in the state of California will consider a measure to amend the state constitution and change this to 55%, making approval of new CSDs much more achievable.

ESTABLISHMENT OF A FOUNDATION AND MATCHING GRANTS

Many grant-makers will provide funding only on the condition that an amount equal to the size of the grant can be raised from other sources. This type of grant is another means by which foundations can determine the viability of an organization or program. Establishment of a grassroots foundation dedicated to supporting Palmdale parks and recreation as a preferred way to use matching grants.

EFFICIENCIES

Efficiencies such as energy audits, and use of electric vehicles, including installation of electronic vehicle charging stations (quick-charge) across the City in parks can drive participation and provide invaluable service to the community while reducing operating costs over time.

IMPACT FEES

The Department's impact fees as authorized by Palmdale's municipal code were evaluated and a report was provided as a staff document. While impact fees will continue to be a funding source when new development occurs, it is not anticipated to grow in importance due to declining population.

Assessment of Palmdale Impact Fees/Dedication of Park Land and Fees in Lieu of Park Land Dedication

BerryDunn broadly assessed the status of Palmdale's Park Impact Fees. This assessment is not intended to recommend new fees, take the place of a methodology study, or review by appropriate legal counsel.

The Palmdale Municipal Code, Section 3.34.040 directs that developers pay a fee or dedicate land in lieu of such fee. The City's planning commission has authority to determine suitability of land to be dedicated, and funds are to be held in reserve in a dedicated parks impact fee fund. Among the many requirements to implement an impact fee program, the City must demonstrate a need for additional park spaces.

Determining the Need

There are two ways to justify the need for developed parks eligible for impact fees or dedication of land in lieu of fees.

1. Current capacity or deficiency in meeting current level of service
2. Future population growth that drives the need to develop additional park land as the population grows

In both cases, to collect impact fees, a reasonable relationship must exist between the development and the impact on the parks and recreation system. This is much easier to determine in number 2 above, as related to new residential developments where a new park is often located in the general area of development. For more information, consult California Government Code Section 66477.

Current Capacity/Deficiency in Meeting Current Level of Service

The City's General Plan calls for a minimum level of service for the community (LOS) of five acres per 1,000 population for all park space.

As shown in the level of service analysis, the City is currently not meeting the requirements in the general plan for level of service. While there are deficiencies and thus capacity to collect impact fees, typically, a fee cannot be imposed to address existing deficiencies except where they are exacerbated by new development. As approval of permits for each development is considered, the City is encouraged to consult with legal counsel to determine the nexus or reasonable relationship with each residential development. Application of the government code can vary based on negotiation with developers and this is important to ensure proper compliance.

Park Development Based on Population Growth

Since the population in Palmdale is anticipated to decrease by 2027, it may be challenging for the City to establish the nexus or reasonable relationship between development and impact. However, bringing the level of service in line with the general plan level of service and collecting impact fees for that purpose can be appropriate if the funds are used to increase park capacity to address the impact of the new development. Given the decrease in population, there may not be a significant amount of new residential development or impact fees that can be collected in the future.

Current Fees

Current fees in the June 2023 City of Palmdale Master Fee Schedule follow direction from the City's Municipal Code for residential impact fees. Current fees are $7,070.75 per single family dwelling unit. Attached dwelling units are $2,981.25 per bedroom, up to $8,616 (three bedroom maximum). Mobile homes are $4,944.

Each year, a determination is made by the Palmdale finance director to increase the fee based on increased costs of development as documented in the Engineering News Record. The fee is recommended annually, for a July 1 adoption by the City Council.

There is no mention in the municipal code for industrial or commercial impact fees which is somewhat common.

Computing the fees is generally done with the following formula, as documented in a published methodology study. An updated methodology study should be completed every five years.

1. Population growth divided by number of residents per household = number of new dwelling units.
2. Cost of current park construction (land and development)/new dwelling units = Impact fee or fee in lieu of land dedication.



General Practices That May Assist with Future Impact Fee Decisions

A review of Section 3.34 of the City's Municipal Code suggests that each of the general practices discussed below have been incorporated into the City code or are implied. There are no recommendations to change the City code at this time.

- The imposition of a fee must be rationally linked (the "rational nexus") to an impact created by a particular development and the demonstrated need for related capital improvements pursuant to a capital improvement plan and program.
- Some benefit must occur to the development as a result of the payment of a fee.
- The amount of the fee must be a proportionate fair share of the costs of the improvements made necessary by the development and must not exceed the cost of the improvements.
- A fee cannot be imposed to address existing deficiencies except where they are exacerbated by new development.
- Funds received under such a program must be segregated from the general fund and used solely for the purposes for which the fee is established.
- The fees collected must be encumbered or expended within a reasonable time frame to help ensure that needed improvements are implemented.
- The fee assessed cannot exceed the cost of the improvements, as credits must be given for outside funding sources (such as federal and state grants, developer-initiated improvements for impacts related to new development, etc.) and local tax payments which fund capital improvements.
- The fee cannot be used to cover normal operation and maintenance or personnel costs, but must be used for capital improvements, or under some linkage programs, affordable housing, job training, child care, etc.

- The fee established for specific capital improvements should be reviewed at least every two years to determine whether an adjustment is required, and similarly the capital improvement plan and budget should be reviewed at least every five to eight years.
- Provisions must be included in the ordinance to permit refunds for projects that are not constructed, if no impact will have manifested.
- Impact fee payments are typically required to be made as a condition of approval of the development, either at the time the building or occupancy permit is issued.

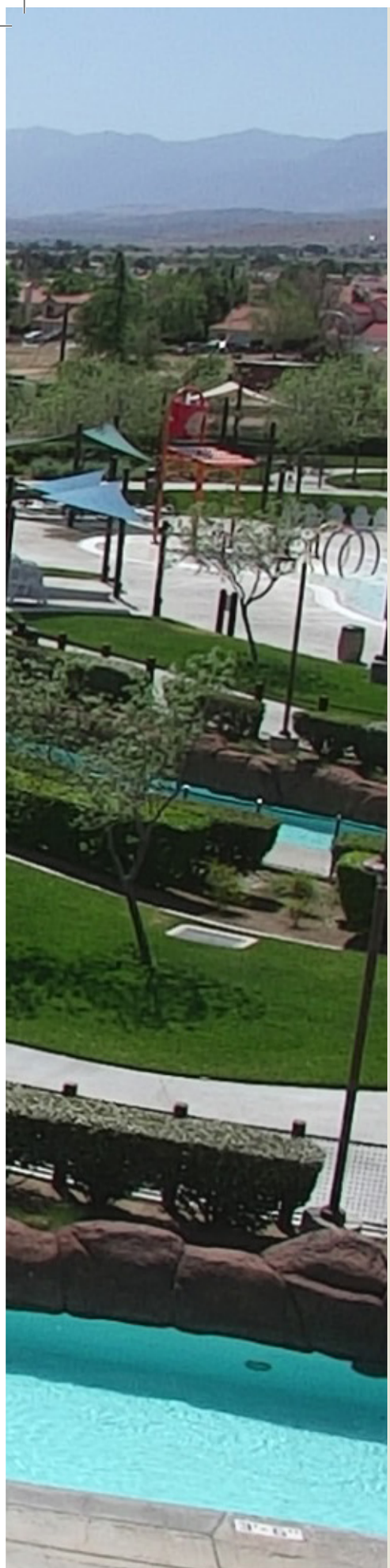


KEY FINDINGS

The analysis included the observations and assessments from community input, staff focus groups, and community satisfaction ratings. This analysis resulted in the following key findings:

1. The City's investment in parks and recreation services is higher than the national median and within range to what would is appropriate
2. The City's investment in parks and recreation is deficient in FTE, approximately 7 – 10 less FTE than the national median compared to similar-sized communities. Park maintenance and operations, and administrative staffing are both lower than other typical agencies
3. The City's investment in parks and recreation has increased substantially since 2018
4. The cost recovery to deliver parks and recreation services is excellent, as a result of DryTown Waterpark revenues
5. The Department operates within a well-defined resource allocation/cost recovery model
6. The Department identified alternative funding methods that potentially may be used to support the Department. The consultant team recommends the Department consider community facilities districts for all new park development, and establishment of a foundation to act as a funding arm for the Department.


SPF 30



SECTION 7

MAINTENANCE AND OPERATIONS ANALYSIS

BerryDunn assessed parks maintenance and operations resources and practices to help the City of Palmdale deliver parks, trails, and open spaces that are efficiently managed. This assessment identifies best practices and recommendations that are carefully aligned with the current priorities identified in the needs assessment survey and community engagement portion of this master planning process.

Operation and Maintenance of Parks, Trails, and Open Spaces

In 2022, the City served an approximate population of 169,517 residents, which is anticipated to decrease 2% to 165,626 by 2027. During this time, the adult population is increasing while youth are decreasing as a percentage of overall population. Palmdale is also growing more diverse as Hispanic populations continue in increase. These demographic changes impact the type and density of park use and how the parks are operated and maintained.

Currently, the City maintains 368 acres of parkland at 22 locations, 7.43 acres of other park spaces, and 494.96 acres of undeveloped land. Population density is moderate at 1,599 residents per square mile. The City operates and maintains 15.59 miles of paved and unpaved trails.

In addition to maintaining outdoor parks and trails, the City's Public Works Department maintains recreation facilities, to include four aquatic facilities. Specifically, facility maintenance is responsible for 730,127 square feet of recreation facility space. Public works responsibilities include:

- Parks, trails, and open spaces
- Building maintenance of recreation centers, gymnasiums, swimming pools, etc.
- All pathways and parking lot lighting
- Domestic waterlines/ restrooms, lighting, etc.
- Best of the West – large diamond fields complex
- Sports lighting and lighting controls
- Palmdale Amphitheater – lighting, infrastructure, restrooms, etc.
- DryTown Water Park
- Joe Davies Heritage Airpark

Community Satisfaction with Parks Operations and Maintenance

The master plan needs assessment survey demonstrated that Palmdale residents are generally satisfied with park maintenance. Both the random and open link surveys showed that on a scale of 1 (not satisfied) to 5 (very satisfied), that survey respondents rated park maintenance 3.6. The survey suggested that only 17% of residents are dissatisfied with the level of park maintenance. See Table 19.

Park Maintenance & Landscape		
	Invite	Open
Very Satisfied	24%	28%
Satisfied	31%	29%
Neutral	27%	26%
Slightly Satisfied	17%	16%
Not at all Satisfied	<17%	<16%
Avg.	3.6	3.6
n=	167	741

Table 19: Satisfaction with Park and Landscape Maintenance

The City of Palmdale recognizes five political districts for which differences in park maintenance occur.

The Importance of Quality Park Maintenance

Proper maintenance of parkland can create positive user experiences, while the inverse, poor maintenance, can lead to accelerated depreciation of park components and amenities, increased inappropriate use of the spaces/crime, gang activity and vandalism, and decreased property values.

The parks maintenance team is continuously visiting parks and is in a best to help preempt nuisance behavior, with community member satisfaction being the highest priority.

Results of the needs assessment survey illustrate those items and tasks that would lead to greater participation in parks and activities. Among sixteen choices, survey respondents (48%), rated enhanced maintenance of parks and facilities as the fourth highest priority. See Figure 24.

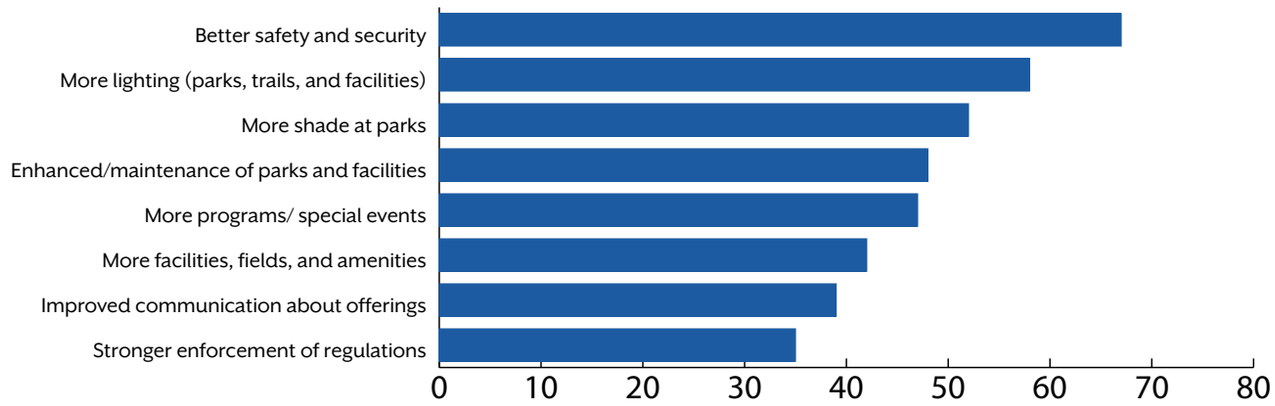


Figure 24: Greater Participation and Use of Parks and Activities

Financial Investment in Parks and Facilities Maintenance

The City allocates operating funds from its general fund and a maintenance fund. The City has increased available funding for parks maintenance, consistently since 2020.

Park Maintenance and Operations Funding	General Fund
FY 2020	$4,163,265
FY 2021	$4,177,181
FY 2022	$5,351,970
FY 2023	$5,672,180

Table 20: Parks Maintenance and Operations Budgets FY 2019-2023

To evaluate funding levels, it is helpful to benchmark against other typical agencies serving similar populations. The National Recreation and Park Association annually publishes an Agency Performance Review that consolidates financial information for over 1,000 parks and recreation agencies around the country. This data is self-reported.

Typical parks and recreation agencies (municipalities, counties, special districts, etc.) of similar size to the City of Palmdale may expend from $3,082 (Low) to $14,045 (High) with a median of $7,323 to maintain the 488.43 of park and non-park space. The City (the Parks, Recreation and Cultural Services, and Public Works Departments are budgeted to spend $11,613 which is above the median but below the high level of investment. Park maintenance budgets include work completed by both internal staff and contracted services. Contracted staff are used to create high service levels, fill gaps in safety and sustainability to promote the greatest return on investment made in parks maintenance.

This suggests that the City's investment in parks maintenance is at an acceptable and appropriate level, especially given the high community priority placed on high quality park maintenance. Even so, the cost of contracted park maintenance services continues to grow with limited scopes of work. Appropriate staffing to maintain large parks and to keep smaller neighborhood parks on regular routes can improve return on the City's investment in park maintenance.

Staffing Resources Dedicated to Parks and Facilities Maintenance

The Park Maintenance Superintendent oversees daily operation and maintenance of the park system. Assisting the Superintendent are 9.39 Full-Time Equivalent (FTE) that include one parks senior maintenance specialist, maintenance lead worker, three maintenance specialists, three maintenance Worker II positions, and an additional 1.39 FTE in part-time and casual positions. Park maintenance staffing amounts to only 8.5% of staffing dedicated to delivering typical parks and recreation services which is significantly low. Staffing overall for the Department and Public Works dedicated to parks and recreation is insufficient by 1.5 FTE for each 10,000 residents. This is, however, impacted by the high level of contracted services.

An additional 6 FTE are dedicated to maintaining Palmdale's recreation facilities. A majority of effort (two-thirds) of this time is spent maintaining the City's four aquatic facilities.

The Department accomplished a great deal of the work by contracting for many basic maintenance services. The City budgeted in 2023 to spend $2,647,500 or 41% of the parks' maintenance budget on these contracted services. This is the largest single line item in the parks' maintenance budget. The City may be served well by continuing to analyze the return on contracted services. These funds may receive a better return on investment is reallocated to internal staffing that could provide a greater level of flexibility.

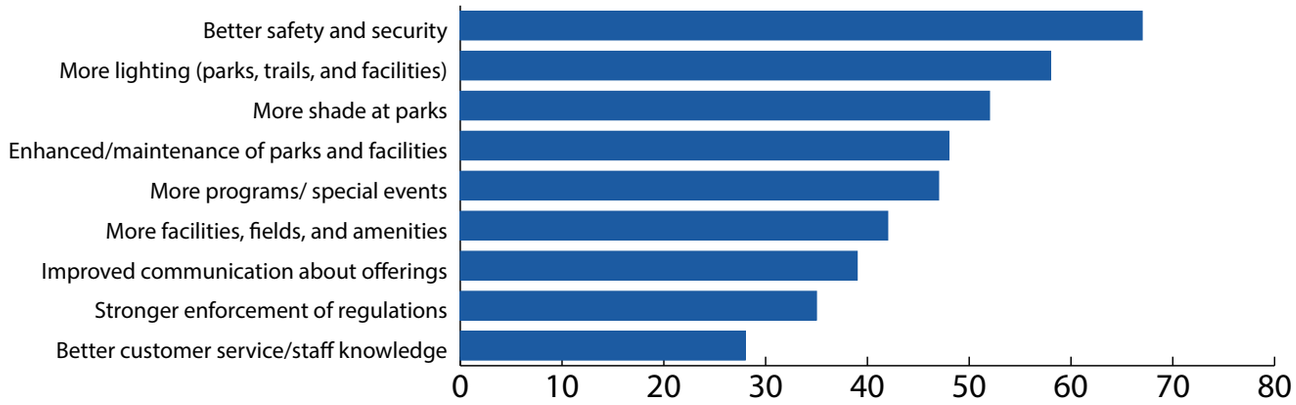


Figure 25: Priorities for Improvement

The contracted services include park landscape maintenance and groundskeeping, opening and closing entry gates, vandalism abatement, preparing fall protection surfaces, maintaining, and emptying trash receptables, weekly turf maintenance, weekly irrigation, and planter maintenance. While the staff work diligently to monitor and report deficiencies of contracted staff, a higher level of service may be possible from these resources. Notably, a significant amount of the increase in the parks' maintenance budget is due directly to the increasing costs associated with the contracted services. The growth of the Park Maintenance budgets, since 2018 can be attributed to the new professional landscape maintenance services contract that went into effect in 2018.

Athletic Fields Maintenance

The Department could benefit from a needs or demand analysis for both diamond and rectangle athletic fields. Currently, permit holders prepare the rectangle fields for use and diamond fields are prepared by City staff. The fields may be overused and do not typically have rest periods to regenerate turf. Basically, staff attempt to accommodate too many users with too few fields. They currently do not have an overseeding program or an effective integrated pest management program. When staff attempt to close fields to rest them, sports user groups complain. These use issues are further exacerbated during rain when the general public causes damage, even when the fields are closed.

Park Security

Among the highest of priorities for improvement in the needs assessment survey was improved safety and security in the parks. See Figure 25.

Park issues include vandalism, homelessness, illegal dumping, and other inappropriate uses of the parks. Activation of the parks with events can be helpful as can implementing and strict adherence to Crime Prevention Through Environmental Design Principles (CPTED) both in existing and new parks. While primarily applied during planning for parks, community concerns are so prevalent around safety and security, that steps to renovate or apply the principles to existing parks are certainly warranted and recommended. Addressing issues resulting from considerable homelessness and graffiti continue to create challenges with maintaining parks in a preventative vs. reactive manner.

The four key principles of CPTED documented in the Crime Prevention Through Environmental Design Principles Guidebook, published by the National Crime Prevention Council, October 2003. They could be significantly advanced by increased presence of both maintenance and parks and recreation staff. The principles are:

Natural Surveillance

The fundamental premise is that criminals do not wish to be observed. Surveillance or the placing of legitimate 'eyes in the parks' increases the perceived risk to offenders. This may also increase the actual risk to offenders if those observing are willing to act when potentially threatening situations develop. Therefore, the primary aim of surveillance is not to keep intruders out (although it may have that effect) but rather, to keep intruders under observation.

Natural Access Control

Natural access control relies on doors, fences, shrubs, and other physical elements to keep unauthorized persons out of a particular place if they do not have a legitimate reason for being there. Nonphysical or 'psychological' barriers can be used to achieve the objective of access control. These barriers may appear in the form of signs, paving textures, nature strips, or anything that announces the integrity and uniqueness of an area. The idea behind a psychological barrier is that if a target seems strange, or difficult, it may also be unattractive to potential criminals.

Territorial Reinforcement

People naturally protect a territory that they feel is their own and have a certain respect for the territory of others. Clear boundaries are achieved by using physical elements such as fences, pavement treatment, art, signs, good maintenance, and landscaping which are ways to express ownership. Territorial reinforcement can be seen to work when a space, by its clear legibility, transparency, and directness, discourages potential offenders because of users' familiarity with each other and the surroundings. The use of bollards and locked gates when parks close can be effective.

Maintenance and Management

This is related to the neighborhood's sense of 'pride of place' and territorial reinforcement. The more dilapidated an area, the more likely it is to attract unwanted activities. The maintenance and the 'image' of an area can have a major impact on whether it will become targeted. Basically, well-maintained parks are easier to keep clean and are more efficiently managed.

Maintenance and Operational Effectiveness

It is general policy to provide equity of maintenance across a park system where all parks get maintained in the same, consistent manner. With that said, the differing satisfaction between political zones suggests that not necessarily to be the case in Palmdale. This can be due to older fields, capital needs, and other factors outside of daily parks maintenance.



Goals and Standards

- All litter should generally be removed from the parks daily within 24 hours. Litter control minimum service may be two to three times per week in very low use areas.
- Graffiti should be removed within 48 hours/24 hours if offensive language/graphics. The City should maintain an inventory of replacement signs.
- Repairs to assets and elements should be made within 48 hours and signs posted closing an amenity needing repair. Repairs to all elements should be done immediately when problems are discovered provided replacement parts and technicians are available to accomplish the job. When disruptions to the public might be minor and the repair is not critical, repairs may be postponed to a time that is least disruptive to the usage patterns.
- Restroom maintenance and service should be completed daily, each day a restroom is open to the public, and as needed based on permits.
- Park inspections should be comprehensive and completed weekly; staff should inspect restrooms and playgrounds daily.
- Irrigation should be sufficient for turf to have a healthy appearance. Priority areas for irrigation should be reviewed annually.

Developing the Maintenance Program Plan

While no universal standards exist that illustrate tiers of park maintenance across all park systems, the National Recreation and Park Association (NRPA) publishes guidance in the Management of Park and Recreation Agencies, 4th Edition.[6] This book provides some helpful guidelines:

- The system must be well organized based on the needs of the organization
- Maintenance goals, objectives, and standards should be established
- Use time, personnel, equipment, and materials efficiently and effectively
- Develop work schedules based on established policies and priorities
- Emphasize preventative maintenance
- Make sure adequate resources to get the job done are available
- Incorporate environmental stewardship in the maintenance program
- Assume responsibility for visitor and employee safety
- Ensure compliance with federal, state, and local laws and regulations
- Make maintenance a primary consideration during design and construction

The level of maintenance established for different parks is based on the type of usage, safety concerns, individual components, the design of the park and a variety of other factors. Park maintenance efforts should always follow a sense of equity to ensure all parks best meet the entire community's needs.

It may be most helpful to adopt Department park maintenance standards in tiers based on recognized criteria. Parks should be assigned to each tier, recognizing that there may be cross over between tiers, based on the design, use, and amenities in the parks. Maintenance standards may be challenging to implement given the current contracts. As contracts are renewed or started, maintenance standards should be carefully annotated as part of the contractor's scope of work.

Table 21 highlights some of the NRPA's previously established park maintenance tiers that may be helpful to the Department. These are meant to be general guidelines to assist with setting defensible and appropriate maintenance standards. Parks in the City receive equitable daily operating and weekly landscape maintenance frequencies. As the Department works toward development of new park maintenance contract specifications, current park maintenance service tiers will be reviewed.

6 Management of Park and Recreation Agencies, 4th Edition, Edited by Merry Moiseichik, 2016

Park Maintenance Tier	Criteria
	TIER 1 These parks have high participation, often sports related, may have greater community visibility, and may provide events and other connections to trails and community facilities. Any element that has a very high safety risk exposure (i.e., play equipment, splashpads) are considered Tier 1. Additionally, certain environmentally sensitive Conservation/Natural Resource Management Areas may be considered Tier 1. A great deal of permitted picnic space may warrant higher maintenance tiers.
	TIER 2 Parks with reasonably moderate visitation that accommodates structured recreational programs, services, and events. Moderate permitted space as well.
	TIER 3 Moderate to low maintenance applications usually associated with low levels of visitation. Often natural areas, trail systems that do not require a higher level of maintenance. These are parks that generally provide more passive than active recreation.
	TIER 4 Natural spaces without amenities and undeveloped property.

Table 21: Park Maintenance Tiers

KEY FINDINGS RELATED TO PARK MAINTENANCE AND MANAGEMENT

The key findings were identified from both this assessment and from input received from parks maintenance and operations staff. The highest priorities seek to address efficiency, improved athletic fields, infrastructure, and asset life cycle management.

- Overall, Palmdale residents are happy with park maintenance and operations.
- While overall resources appear appropriate, internal FTE falls below what might be expected. The City is encouraged to reassess services that are contracted to determine a best mix between City employees and contracted functions.
- The City does not have or utilize an operations and maintenance estimating system to accurately identify park maintenance costs. As a result, staffing has been reduced over time white introducing new requirements without necessarily providing accompanied resources. An O&M estimating system, a commitment to always add O&M resources at the time any capital project is approved, and an asset management program are required for high-functioning park maintenance and management.
- An updated Integrated Pest Management Program (IPM) can greatly assist the Department. Use of safe pre-emergent products would likely reduce the level of effort required to maintain landscape areas.
- Vandalism and homelessness are challenging, especially in the central part of the City. Parks across the City are impacted by inappropriate behavior brought about, in part by homelessness. Melvin J. Courson Park, William J. McAdam Park, Poncitlán Square Civic Center, and trails are particularly impacted. Activation of the parks with events and a formal approach to the use of CPTED principles may be helpful.

- The City suffers from decades of deferred maintenance. It is important to quantify and seek funding to remedy the deferred issues as deferred maintenance typically grows exponentially over time.
- A preventative maintenance schedule may assist the Department to be more efficient and effective. There is a need to move toward a more proactive approach.
- While the City is completing an ADA transition plan, it may be very helpful to create a parks-specific access plan, documenting access barriers.
- Maintenance contracts should be reevaluated for both scope, price, and non-performance penalties with a focus on return on investment compared to the provision of park maintenance by internal staffing, as a primarily way to evaluate the contracts.
- Over time, there will be a need to increase the number of Full-Time Equivalent (FTE) positions for park maintenance workers I/II and maintenance helpers. Focus these resources on larger parks; smaller neighborhood parks may be more appropriate to remain contracted out.
- Expanding use of contractors in specialty areas of turf care, and athletic fields may be helpful. Where possible, pair staff with contractors to create training opportunities.
- Development of a plan for improving the condition, of sustainable practices, standards, appropriate equipment, better use of fertilizers and fertilizer injectors, broadleaf management, rest periods, and best practices may be helpful.
- A focus on ensuring funding, infrastructure, and appropriate equipment is in place that allows staff a proactive approach to maintenance can be helpful. A focus on windshield time, and best use of maintenance shops is needed.

KEY FINDINGS RELATED TO FACILITY MAINTENANCE

The City does not have or utilize an operations and maintenance estimating system to accurately identify facility maintenance costs. As a result, staffing has been reduced over time while introducing new requirements without necessarily providing accompanied resources. An O&M estimating system, a commitment to always add O&M resources at the time any capital project is approved, and an asset management program are required for high-functioning facilities management.

- There is a need to focus on recruiting trades positions and put in place incentive opportunities to be competitive in the market.
- A preventative maintenance schedule may assist the Department to be more efficient and effective. There is a need to move toward a more proactive approach.
- The Department should consider investment in cameras and/or other safety measures that may help to deter vandalism and other inappropriate behavior in parks.







SECTION 8

WHAT WE HAVE – PARKS AND FACILITIES INVENTORY

The City of Palmdale currently covers 106 square miles and is located within the Mojave Desert, 60 miles north of downtown Los Angeles in the Antelope Valley. To the north, it is bound by the City of Lancaster and the unincorporated community of Quartz Hill, to the east it is bound by the unincorporated communities of Lake Los Angeles and Littlerock, to the south it is bound by the unincorporated community of Acton and to the west is bounded by the unincorporated community of Leona Valley. State Route (SR) 138 runs from the north-west corner to the south-east corner of the City. The City is accessed by the Antelope Valley Freeway (SR-14) and lies within the transition zone between the foothills of the San Gabriel and Sierra Pelona Mountains.



The City of Palmdale currently operates 22 parks, totaling nearly 400 acres, which provide a variety of amenities and facilities for residents and visitors alike. The City's parks include a mix of active and passive leisure amenities, such as, open turf areas, playgrounds, basketball courts, tennis courts, skateparks, walking paths, softball fields, sand volleyball courts, picnic tables and public restrooms.

To increase its non-vehicular connectivity, the City has taken on the arduous task to increase its formalized trail network in an effort to improve access between residential neighborhoods and public facilities. The City's current trail and bike network includes the Avenue S Bike Trail, a Class 1 bike path, which runs approximately 1.5 miles east to west along Avenue S, from Aerospace Highway to Hamilton Place, the 1.5-mile Barrel Springs Trail which connects Tejon Equestrian Park to Pearblossom Highway and the 1.1-mile Amargosa Creek Trail. Additional City trails include the Ritter Ridge Trail and the Joshua Ranch Loop that offer hikers and mountain bikers over 11-miles of uninterrupted trails.

In addition to its built facilities, several parcels of land are currently planned for future City park development. This land encompasses over 340 acres, which would nearly double the size of the City's existing assets. Most of these parks will be constructed in the future as Specific Plan development phases, completed by private developers. Parcels which are publicly owned will be constructed as funding and/or public need arises.

The residents of Palmdale value their parks and open space. Improving parks and open space access is critically important to the community. The unanimously adopted Parks, Recreation and Open Space element of the 'Envision Palmdale 2045' General Plan aims to increase park access and service across the City by strategically identifying future park priority areas in underserved neighborhoods.

The inventory and assessment of the existing park system, performed on February 18 and 19, 2023, is a vital step in this planning process to understand the physical condition of the City's assets. This inventory is intended to build off the City's previous parks and recreation master plans and studies by evaluating past recommendations, inventory and assessment, current geographic information databases, and physical on-site assessments by looking at each asset in terms of location, number, size, and quality.

PARKS INVENTORY FINDINGS

Condition

Except for the recently opened Rancho Vista Park, in general the parks and amenities visited were observed to be in an average state of condition. This is primarily due to the age of amenities within the park system and maintenance practices which have prolonged their life cycle. There were no amenities or facilities noted as posing a safety hazard. There are a number of amenities, that due to their age, will soon need accelerated maintenance plans and/or complete replacement.

Maintenance

While the City has done a good job with routine maintenance and general upkeep of its older parks, an upgrade and/or full replacement of amenities will need to be addressed in the very near future. As these amenities continue to age, additional challenges in maintaining them will arise for the City if not upgraded or replaced soon. The City should be aggressive in implementing a plan to identify existing park and amenity upgrades for future CIP projects.

Turf

During the on-site assessments, it was noted that most open turf areas are in need of general grading and drainage improvements to minimize low spots, address slope erosion, and improved or replaced irrigation systems to maximize healthy turf growth. The City should focus on strategic turf improvements and/ or reductions, as they will ultimately increase the usability and future programming opportunities for these spaces, as well as, reduce maintenance and water costs.

Mature Trees

Trees within the parks on the east side of the City are large, mature and provide great shade from the desert sun. While these trees are a great asset due to their size and aesthetic appeal, some appear to be declining in health due to age and other environmental factors. Removing all mature trees at one time would be devastating to the character of several facilities and should be avoided when possible. It is recommended that the City undergo a tree life cycle analysis to understand the impacts the trees age may have on future maintenance.

ADA Compliance

If it has not done so recently, it is recommended that the City undertake a full Americans with Disabilities Act (ADA) compliance review effort to inspect existing facilities, conduct self-evaluations, and update its transition plan as needed to continue meeting the standards and regulations for ADA-compliant accessibility at its parks and facilities.

Parking Lots

The asphalt-concrete pavement is showing signs of cracking due to age in many of the park parking lots. It is recommended that the City seal coat all surface cracks, at the most, every three years for ease of maintenance and to increase the surface's life expectancy. In most cases the existing parking pavement and subbase have significant life remaining before replacement will be required.

Irrigation Systems

As a part of these on-site assessments, irrigation systems were only visually inspected. Several instances of overspray onto amenities and incomplete coverage were observed. It is recommended that the City undertake a system-wide irrigation audit to fully inventory and assess the existing irrigation systems and maintenance practices at all parks and facilities. The audit should evaluate the existing equipment, available supply and demand, hydraulic analysis and prioritized recommendations and costs for necessary improvements. Identifying deficiencies in the irrigation systems and fixing them will help lead to consistent, quality turf and open space areas that will in turn strengthen the number of programming opportunities.

Lighting and Electrical Systems

It appears that many existing lighting and electrical systems have been repaired and replaced on a case-by-case, as-needed basis. In June 2021, the City undertook a lighting survey by Musco to review and assess its existing sports field lighting systems. It is recommended that the City undertake a similar, systemwide lighting and energy study for its other lighting systems to develop alternatives and solutions for improving lighting by retrofitting existing fixtures for greater efficiency and energy savings. The incorporation of smart emerging technologies can be planned and incorporated into new infrastructure implementation.





Facilities

A Facility Condition Assessment for structures, such as community centers and restroom buildings, was not undertaken as a part of this project. Facilities were only visually inspected. It is recommended that the City undertake a condition assessment for each of its facilities. The assessment should determine condition, average remaining useful life expectancy, code violations, reason for deficiencies, effect on structure or occupancy with required maintenance and repair works. Additionally, calculation of the costs for each deficient condition utilizing nationally recognized estimating standards should be included.

In general, the overall impression of the City of Palmdale's existing park system is as follows:

- Parks and facilities are generally well distributed in currently developed areas and have a consistent variety of amenities at each location.
- Park signage and amenities lack consistency and standardization.
- Park amenities lack meaningful structural or natural shade.
- Maintenance is good and has prolonged the life of many aging amenities. Minimal instances of vandalism or public safety hazards were observed.
- Amenities appear to have been replaced individually, on an as-needed basis.
- Site lighting (parking, pedestrian, etc.) is aging and lacks sufficient photometric coverage.
- Newer parks have a uniqueness and individuality which older parks lack.
- Open turf areas and fields are in need of miscellaneous grading, drainage and irrigation upgrades.
- Open turf areas in newer parks are limited to usable spaces and more sensitive to water-usage in the desert environment.

PARKS INVENTORY SUMMARY

The table below highlights the City's 22 developed parks and facilities, which were inventoried and assessed as a part of this study.

Park Name	Park Type	Year	Acres
Amargosa Creek Trail	Trailhead	2019	-
Anaverde Park	Trailhead	2019	-
Arnie Quinones Park	Neighborhood	2007	6.43
Barrel Springs Trail	Trailhead	1996	2.98
Desert Sands Park	Community	1996	-
Domenic Massari Park	Community	1991	19.48
Dr. Robert C. St Clair Parkway	Greenway	1995	38.33
Foothill Park	Neighborhood	2003	9.48
Joe Davies Heritage Airpark	Specialty	2011	12.33
Joshua Hills Park	Neighborhood	1997	12.27
Joshua Ranch Trail	Trailhead	1989	3.59
Legacy Park	Neighborhood	2021	-
Manzanita Heights Park	Neighborhood	2011	0.94
Marie Kerr Park	Community	1988	4.18
Melville J. Courson Park	Neighborhood	1994/2005	76.95
Palmdale Oasis Park	Community	2005	31.06
Pelona Vista Park	Community	2000	76.16
Poncitlán Square	Specialty	1998	2.20
Rancho Vista Park	Neighborhood	2022	3.50
Sam Yellen Park	Community	2017/ 2024	24.43
Tejon Park Equestrian Arena	Specialty	2007	19.84
William J. McAdam Park	Community	1972	19.07
	Average Age (Years)	23	368.26

Table 21: Parks and Facilities

In addition, there are joint-use open spaces which are undeveloped and/or minimally amenitized which are not formally recognized/ branded as Palmdale assets, which the City owns and maintains. These properties are typically small and included within larger residential developments. Some include turf, benches, and other minor amenities, while others are retention basins or undeveloped altogether.

Other Parks	Acres
15th St East & Ave R-7	0.91
19th St East & Ave R-8	0.84
20th St East & Cedarbrook	0.21
12th St East & Avenue R-8	0.91
Avenue R-8 & Gilworth	0.49
Spanish Broom & Waltham	0.24
Summerwind & Amargosa	0.56
Windsor Place & Wales Street	0.39
Zinnia St & Spanish Broom	0.84
Manchester St & 45th Street East	2.04
Total	7.43

Table 22: Other Parks



Along with its developed parks and facilities, the City has had the foresight, through careful planning, to identify additional park land for future development. This land is not all currently owned by the City or protected as open space. The following table identifies these parks/ parcels and their respective sizes.

Undeveloped Parkland	Acres
A.C. Warnack Nature Park	131.26
Arnie Quinones Park Phase II	7.50
Anaverde Nuevo Neighborhood Park	24.60
Anaverde Nuevo Open Space	1,013
Desert Sands Expansion	7.00
Future Park Site 75th St & R-8	10.37
Future Park Site 70th St North Of Ave. R	9.52
Future Park Site 28th St E & R 8 & R-10	2.61
Joe Davies Heritage Park Phase II	26.0
Palmdale Oasis Park Phase II	4.0
Palmenthal History Park (Ave S / 20th E.)	16.30
Quail Valley Open Space	395.0
Ritter Ranch Parks	103.7
Ritter Ranch Open Space	4,089.38
Total Parks	342.86
Total Open Space	5,497.38

Table 23: Undeveloped Parkland

The following tables show the quantity and variety of amenities and facilities that the City provides within each of its 22 assets.

Amenity/ Facility	Qty
Aquatic Center (Waterpark)	1
Aquatic Center (Pool)	4
Baseball Field (Lighted)	1
Basketball Court (Lighted)	9
Basketball Court (Non-Lighted)	2.5
BBQ Pit/ Grill	58
Bench	180
Bike Rack/ Loop	35
Bike/ Skate Park (Sf)	20,500
Bleachers	20
Bocce Ball Court	2
Community/ Recreation Center (SF)	20,122
Concession Building	2
Croquet Court	1
Disc Golf Course	1
Dog Bag Station	15
Dog Park	1
Drinking Fountain	28
Equestrian Arena	1
Equestrian Hitching Post	2
Fencing (Perimeter) LF	17,151
Fitness Court	1
Fitness Station	22
Flag Pole	6
Gate (Vehicular Access)	56
Historic Display/ Interpretive	22
Historic Structure	1
Horseshoe Pit	1
Irrigation System (AC)	179.42

Table 24: Amenities and Facilities Part 1

Amenity/ Facility	Qty
Kiosk (Interpretive)	2
Lighting (Site, Parking, Ped, Etc)	546
Maintenance Yard/ Building	6
Multiuse Field (Lighted)	4
Multiuse Field (Non-Lighted)	7
Open Turf Area (AC)	17.22
Outdoor Amphitheater	1
Parking Lot - Paved (Spaces)	2,576
Parking Lot - Gravel (Spaces)	2,650
Picnic Table	185
Playground	21
Playground (Obstacle Course)	1
Public Art	11
Restroom Building	14
Shade Structure/ Ramada	24
Signage (Park Entry)	22
Signage (Regulatory, Interpretive)	49
Soccer Field (Lighted)	11
Soccer Field (Non-Lighted)	3
Softball/ Little League Field (Lighted)	15
Spray Pad	1
Tennis Court (Lighted)	10*
Tetherball Court	2
Trellis	4
Trail - Non Paved (Mi)	12.96
Trail - Paved (Mi)	9.93
Trash Receptacle	129
Water Fountain	1
Volleyball Court (Sand)	7

Table 25: Amenities and Facilities Part 2

EVALUATION METHODOLOGY

The quality of each asset within the overall City system is an important factor when evaluating the current level of service provided. Parks that are not properly maintained, outdated their lifecycle, and/or do not provide a certain quality of experience to the user will not attract park visitors. By examining how each park compares to one another, Department management and staff can evaluate and prioritize park improvement projects and identify gaps in coverage across the entire city system.

The quality of each asset was assessed as a part of the on-site review and inventory. The following factors were the primary categories reviewed during the inventory phase:

- Asset Age
- Asset Size
- Asset Condition

For each asset, a grading standard has been assigned to the observed amenities within it. These scores are qualitative in nature and are determined based on the observations of the personnel conducting the field inventory. These categories were evaluated based on the individual asset's condition as opposed to the overall system during the inventory. If the amenity and/or facility was noted to exist in a condition well below that of similar equipment within other parks, then it was noted within the matrix as such. The number values then were used to provide a numerical score for the park based on the number of opportunities and quality of opportunities offered.



The following scoring system was used:

GRADING STANDARD F/ PRIORITY 1 – CURRENTLY CRITICAL

- Conditions in this category require immediate action by the end of the current fiscal year to:
- Correct a safety hazard
- Stop accelerated deterioration
- Return a facility/system to operational status

GRADING STANDARD D / PRIORITY 2 – POTENTIALLY CRITICAL

- Conditions in this category, if not corrected expeditiously, will become critical soon. Situations within this category include:
- Correct a safety hazard
- Stop accelerated deterioration
- Return a facility/system to operational status

GRADING STANDARD C / PRIORITY 3 – NECESSARY, BUT NOT YET CRITICAL

Conditions in this category require appropriate attention to preclude predictable deterioration and associated damage or higher costs if deferred further.

GRADING STANDARD B / PRIORITY 4 – RECOMMENDED

Conditions in this category include items that represent a sensible improvement to existing conditions, include finishes that have deteriorated and are required to maintain the required aesthetic standards. These are not required for the most basic functioning of the facility.

GRADING STANDARD A / PRIORITY 5 – EARLY IN LIFECYCLE

Conditions in this category function properly and are early enough in their lifecycle that improvements are not currently needed.

ASSET EVALUATION

Amargosa Creek Trail

- **Size:** N/A
- **Classification:** Trailhead
- **Location:** Elizabeth Lake Rd & 25th St W

Amenity	Qty	Grade	Comments
Bench	4	4	Great Condition; Like New
Picnic Table	2	4	Good Condition; Like New, Minor Signs Of Wear
Shade Structure/ Ramada	3	4	Great Condition; Like New Condition
Trail - Non Paved (Mi)	1.1	4	Good Condition; Minor Erosion And Settling
Trash Receptacle	3	4	Good Condition; Like New, Minor Signs Of Wear

Table 26: Amargosa Creek Trail Amenities





Anaverde Park

- **Size:** 6.43 acres
- **Classification:** Neighborhood
- **Location:** 2820 Greenbrier Street

Amenity	Qty	Grade	Comments
Basketball Court (Lighted)	1	2	Poor Condition; Surface Shows Wear And Age
BBQ Pit/ Grill	3	3	Average Condition; Consider Deep Clean
Bench	7	3	Average To Good Condition; Age And Wear, Minor
Bike Rack/ Loop	4	3	Average Condition; Coating Chipping, Rust
Dog Bag Station	1	4	Great Condition; Like New
Gate (Vehicular Access)	2	3	Average Condition; Age And Wear, Minor
Irrigation System (Ac)	6	3	Average Condition; Visual Assessment Only
Lighting (Site, Parking, Ped, Etc)	3	3	Average Condition; Visual Assessment Only
Multiuse Field (Non-Lighted)	1	3	Average Condition; Low Spots, Minor Grading Issues
Open Turf Area (Ac)	0.52	3	Average Condition; Low Spots, Minor
Parking Lot - Paved (Spaces)	10	3	Average Condition; Resurfacing Needed
Picnic Table	4	3	Average Condition; Faded Due To Exposure And Age
Playground	2	4	Good Condition; Surface Leveling Needed
Restroom Building	1	3	Average Condition; Age and Wear, Minor
Trail - Paved (Mi)	0.42	4	Good Condition; Minor Signs Of Cracking
Trash Receptacle	4	4	Average Condition; Age and Wear, Minor

Table 27: Anaverde Park Amenities







Arnie Quinones Park

- **Size:** 2.98 acres
- **Classification:** Neighborhood Park
- **Location:** 41003 50th Street West

Amenity	Qty	Grade	Comments
Fencing (Perimeter) Lf	487	4	Good Condition; Age And Wear, Minor
Gate (Vehicular Access)	2	3	Good Condition; Age And Wear, Minor
Irrigation System (Ac)	2.82	4	Good Condition; Visual Assessment Only
Multiuse Field (Non-Lighted)	1	4	Good Condition; Low Spots, Minor
Parking Lot - Gravel (Spaces)	30	4	Good Condition; Low Spots, Minor Grading Issues
Signage (Park Entry)	1	3	Average Condition; Aging, Faded, And Paint Refresh Needed
Trail - Non Paved (Mi)	0.15	3	Average Condition; Wear From Use
Trash Receptacle	2	2	Poor Condition; Rust, Chipping From Use

Table 28: Arnie Quinones Park Amenities



Barrel Springs Trail

- **Size:** N/A
- **Classification:** Trailhead
- **Location:** 25th Street East & Pearblossom Highway

Amenity	Qty	Grade	Comments
Dog Bag Station	1	4	Good condition; Minor wear
Fencing (Perimeter) Lf	15,000	4	Average to good condition; Typical signs of use
Parking Lot - Gravel (Spaces)	40	3	Average condition; Normal signs of wear and usage
Signage (Park Entry)	1	4	Good condition; Age and wear, minor
Trail - Non Paved (Mi)	1.50	3	Average to good condition; Signs of wear
Trash Receptacle	1	4	Good condition; Age and wear, minor

Table 29: Barrel Springs Trail Amenities



Desert Sands Park

- **Size:** 19.48 acres
- **Classification:** Community
- **Location:** 39117 3rd Street East

Amenity	Qty	Grade	Comments
Basketball Court (Lighted)	2	3	Average condition; Resurfacing needed
BBQ Pit/ Grill	19	3	Average condition; General signs of wear due to use; consider deep clean
Bench	26	2	Poor condition; Age, dated
Bike Rack/ Loop	8	3	Average condition; Normal wear
Bleachers	8	3	Average condition; Age and wear, major
Community/ Recreation Center (SF)	5120	3	Average condition; Boys and Girls Club
Concession Buidling	1	3	Average condition; Age, dated
Disc Golf Course	1	3	Good condition; Normal signs of wear and usage
Drinking Fountain	3	2	Poor condition; Age, rust
Flag Pole	1	4	Good condition; Normal wear
Gate (Vehicular Access)	10	3	Average condition; Age and wear, minor
Irrigation System (Ac)	10.08	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	15	3	Average condition; Visual assessment only
Open Turf Area (Ac)	0.95	3	Average condition; Low spots, brown patches
Parking Lot - Paved (Spaces)	110	3	Average condition; Resurfacing needed



Desert Sands Park

- **Size:** 19.48 acres
- **Classification:** Community
- **Location:** 39117 3rd Street East

Amenity	Qty	Grade	Comments
Picnic Table	41	2	Poor condition; Age and disrepair
Playground	1	5	New condition; To be replaced starting 11/23
Playground (Obstacle Course)	1	5	New condition;To be replaced starting 11/23
Public Art	2	N/A	Not assessed
Restroom Building	1	2	Poor condition; Age and wear, major
Signage (Park Entry)	2	2	Poor condition; Age, dated
Soccer Field (Lighted)	1	3	Average condition; Low spots, brown patches
Softball/ Little League Field (Lighted)	2	3	Good condition; Low spots, minor, old backstops
Tennis Court (Lighted)	2	4	Good condition; Dated light fixtures, striped for pickleball
Trellis	1	3	Average condition; Faded due to exposure and age
Trail - Paved (Mi)	0.95	3	Average condition; Signs of wear and use, cracking, settling
Trash Receptacle	5	2	Poor condition; Age and disrepair
Volleyball Court (Sand)	2	3	Average condition; Age and wear, major

Table 30: Desert Sands Park Amenities





Domenic Massari Park

- **Size:** 38.33 acres
- **Classification:** Community
- **Location:** 37716 55th Street East

Amenity	Qty	Grade	Comments
Baseball Field (Lighted)	1	3	Average Condition; Low Spots, Minor Grading Issues
Basketball Court (Lighted)	2	3	Average Condition;Age And Wear, Minor
Basketball Court (Non-Lighted)	2.5	3	Average Condition; Shade Structures Missing
Bench	16	3	Average Condition; Normal Signs Of Wear And Usage
Bike/ Skate Park (Sf)	12,000	3	Good Condition; Normal Wear
Bleachers	8	4	Good Condition; Relatively Good Condition
Concession Buidling	1	2	Poor Condition; Little League Clubhouse
Dog Bag Station	2	4	Good Condition; Like New
Drinking Fountain	2	2	Poor Condition; Age, Rust
Gate (Vehicular Access)	8	3	Average Condition; Normal Wear
Irrigation System (Ac)	23.11	3	Average Condition; Some Flood Irrigation
Lighting (Site, Parking, Ped, Etc)	32	3	Average Condition; Visual Assessment Only
Open Turf Area (Ac)	2.91	3	Average Condition; Low Spots, Brown/ Dead Areas
Parking Lot - Paved (Spaces)	468	3	Average Condition; Resurfacing Needed



Domenic Massari Park

- **Size:** 38.33 acres
- **Classification:** Community
- **Location:** 37716 55th Street East

Amenity	Qty	Grade	Comments
Picnic Table	20	3	Average Condition; Age And Wear, Major
Playground	2	3	Average Condition; New Surfacing, Aging Equipment
Public Art	1	N/A	Not Assessed
Restroom Building	1	2	Poor Condition; Appears Dated
Shade Structure/ Ramada	3	2	Poor Condition; Age And Wear, Major
Soccer Field (Non-Lighted)	3	5	Great Condition; Recently Renovated
Softball/ Little League Field (Lighted)	3	3	Average Condition; Low Spots, Minor Grading Issues
Tennis Court (Lighted)	2	3	Average Condition; Obvious Signs Of Wear
Trail - Non Paved (Mi)	0.42	3	Average Condition; Wear From Use
Trail - Paved (Mi)	1.30	3	Average Condition; Signs Of Wear And Use, Cracking, Settling
Trash Receptacle	22	3	Average Condition; Age And Wear, Minor
Volleyball Court (Sand)	2	3	Average Condition; Surfacing Settling

Table 31: Domenic Massari Park Amenities

Dr. Robert C. St Clair Parkway

- **Size:** 9.48 acres
- **Classification:** Greenway
- **Location:** E. Palmdale Blvd, Sierra Hwy

Amenity	Qty	Grade	Comments
Bench	10	3	Average Condition; Age And Wear, Minor
Irrigation System (Ac)	7.50	3	Average Condition; Visual Assessment Only
Lighting (Site, Parking, Ped, Etc)	39	3	Average Condition; Normal Wear
Open Turf Area (Ac)	1.6	3	Average Condition; Low Spots, Brown Patches
Picnic Table	1	3	Average Condition; Age And Wear, Minor
Signage (Park Entry)	1	4	Good Condition; Like New
Trail - Non Paved (Mi)	0.25	3	Average Condition; Wear From Use
Trail - Paved (Mi)	0.85	3	Average To Good Condition; Visible Signs Of Wear, Cracking And Settling
Trash Receptacle	12	3	Average Condition; Age, Rust







Table 32: Dr. Robert C. St Clair Parkway Amenities

Foothill Park

- **Size:** 12.33 acres
- **Classification:** Neighborhood
- **Location:** 2525 The Groves



Amenity	Qty	Grade	Comments
Bench	9	3	Average condition; Normal signs of wear and usage
Bike Rack/ Loop	4	3	Average condition; Age, rust
Dog Bag Station	2	4	Good condition; Like new
Drinking Fountain	1	3	Average condition; Age, rust
Fencing (Perimeter) Lf	1086	4	Good condition; Age and wear, minor
Gate (Vehicular Access)	2	3	Good condition; Age and wear, minor
Irrigation System (Ac)	11.20	3	Average to good condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	48	3	Average condition; Visual assessment only
Multiuse Field (Non-Lighted)	1	3	Good condition; Low spots, brown/ dead areas
Open Turf Area (Ac)	0.2	3	Average to good condition; Low spots, brown/ dead areas
Parking Lot - Paved (Spaces)	20	3	Average condition; Resurfacing needed
Picnic Table	4	3	Good condition; Age and wear, minor
Playground	2	4	Good condition; Newer surfacing and shade fabric; minor low spots and raking needed
Restroom Building	1	3	Average condition; Age and wear, minor
Signage (Park Entry)	1	4	Good condition; Age and wear, minor
Trail - Non Paved (Mi)	0.06	3	Good condition; Showing signs of use
Trail - Paved (Mi)	0.65	4	Good condition; Minor wear and cracking
Trash Receptacle	9	3	Average condition; Coating chipping, rust

Table 33: Foothill Park Amenities

Joe Davies Heritage Airpark

- **Size:** 12.27 acres
- **Classification:** Specialty
- **Location:** 2001 E Avenue P

Amenity	Qty	Grade	Comments
Bench	3	3	Average condition; Fading due to exposure
Flag Pole	1	3	Average condition; Age and wear, minor
Gate (Vehicular Access)	1	3	Average condition; Age and wear, significant
Historic Display/ Interpretive	22	N/A	Aircraft displays Visual assessment only
Maintenance Yard/ Building	2	3	Average condition; Restoration hangar building
Parking Lot - Paved (Spaces)	30	3	Average condition; Resurfacing needed
Picnic Table	12	3	Average condition; Age, dated
Shade Structure/ Ramada	2	3	Average condition; Age and wear, major
Signage (Regulatory, Interpretive)	42	3	Average condition; Varies, aircraft interpretive panels/ signage
Trail - Non Paved (Mi)	0.35	3	Average condition; Normal wear
Trash Receptacle	1	3	Average condition; Age, dated

Table 34: Joe Davies Heritage Airpark Amenities





Joshua Hills Park

- **Size:** 3.59 acres
- **Classification:** Neighborhood
- **Location:** 3110 Fairfield Avenue

Amenity	Qty	Grade	Comments
BBQ Pit/ Grill	5	3	Average condition; Consider deep clean
Bench	3	3	Average condition; Age and wear, minor
Bike Rack/ Loop	1	3	Average condition; Coating chipping, rust
Irrigation System (Ac)	2.50	3	Average condition; Visual assessment only
Multiuse Field (Non-Lighted)	1	3	Average condition; Low spots, minor grading issues
Picnic Table	5	3	Average condition; Age and wear, major
Playground	1	3	Average condition; Normal condition, given age
Restroom Building	1	2	Poor condition; Age and disrepair
Signage (Park Entry)	2	3	Average condition; Age and wear, minor
Trail - Non Paved (Mi)	0.12	3	Average condition; Signs of wear and use, cracking, settling
Trash Receptacle	1	4	Good condition; Like new

Table 35: Joshua Hills Park Amenities



Joshua Hills Park

Joshua Ranch Trail

- **Size:** N/A
- **Classification:** Trailhead
- **Location:** Joshua Ranch Road

Amenity	Qty	Grade	Comments
Equestrian Hitching Post	1	5	New condition; Recently constructed
Parking Lot - Paved (Spaces)	14	5	New condition; Recently constructed
Trail - Non Paved (Mi)	7.30	5	New condition; Recently constructed
Trail - Paved (Mi)	0.04	5	New condition; Recently constructed

Table 36: Joshua Ranch Trail Amenities



Joshua Ranch Trails

Legacy Park

- **Size:** 0.94 acres
- **Classification:** Neighborhood
- **Location:** 38309 9th Street East



Amenity	Qty	Grade	Comments
Bench	13	4	Good condition; Normal signs of wear and usage
Bike Rack/ Loop	1	3	Average condition; Age and wear, minor
Bocce Ball Court	2	2	Poor condition; Age and wear, significant
Community/ Recreation Center (Sf)	1	3	Average condition; Senior Center, exterior assessment only
Croquet Court	1	3	Average condition; Low spots, brown patches
Dog Bag Station	1	3	Average condition; Age and wear, minor
Horseshoe Pit	1	2	Poor condition; Age and wear, major
Irrigation System (AC)	0.64	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	29	3	Average condition; Fixtures, dated
Open Turf Area (AC)	0.54	3	Average condition; Low spots, brown patches
Parking Lot - Paved (Spaces)	70	3	Average condition; Resurfacing needed
Picnic Table	4	3	Average condition; Age and wear, minor
Trellis	1	3	Average condition; At Bocce Courts
Trail - Non Paved (Miles)	0.25	3	Average condition; Normal signs of wear and usage
Trail - Paved (Miles)	0.45	3	Average condition; Minor signs of cracking
Trash Receptacle	6	3	Average condition; Normal wear

Table 37: Legacy Park Amenities

Manzanita Heights Park

- **Size:** 4.18 acres
- **Classification:** Neighborhood
- **Location:** 431 Mesa Verde Avenue



Amenity	Qty	Grade	Comments
BBQ Pit/ Grill	6	3	Average condition; Consider deep clean
Bench	2	3	Average condition; Age and wear, minor
Bike Rack/ Loop	2	3	Average condition; Age, rust
Drinking Fountain	1	3	Average condition; Not functional
Fencing (Perimeter) Lf	156	3	Average condition; Age and wear, minor
Gate (Vehicular Access)	4	3	Average condition; Age and wear, minor
Irrigation System (Ac)	3.35	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	7	3	Average condition; Fixtures, dated
Multiuse Field (Non-Lighted)	1	3	Average condition; Low spots, brown/ dead areas
Open Turf Area (Ac)	0.61	3	Average condition; Low spots, brown/ dead areas
Parking Lot - Paved (Spaces)	26	3	Average condition; Resurfacing needed
Picnic Table	7	3	Average condition; Age and wear, major
Playground	2	3	Average condition; Age and wear, major, one not accessible
Public Art	1	N/A	Not assessed
Restroom Building	1	3	Average condition; Visual assessment only
Shade Structure/ Ramada	1	3	Average condition; Attached to the restroom building
Tetherball Court	1	3	Average condition; Age and wear, major
Trail - Paved (Mi)	0.19	3	Average condition; Minor wear and cracking
Trash Receptacle	6	3	Good condition; Age and wear, minor

Table 38: Manzanita Heights Park Amenities

Marie Kerr Park

- **Size:** 76.95 acres
- **Classification:** Community
- **Location:** 39700 30th Street West



Amenity	Qty	Grade	Comments
Aquatic Center (Pool)	1	3	Average condition; Visual assessment only
Basketball Court (Lighted)	2	3	Average condition; Age, wear and cracking
BBQ Pit/ Grill	6	2	Poor condition; Age and wear, significant
Bench	14	3	Average condition; Mixed, newer at Best of the West
Bike Rack/ Loop	2	3	Poor condition; Age and wear, significant
Bike/ Skate Park (Sf)	8500	3	Average condition; Normal condition, given age
Community/ Recreation Center (Sf)	15000	3	Average condition; Visual assessment only
Dog Bag Station	1	4	Good condition; Like new
Drinking Fountain	6	2	Poor condition; Age, rust
Fencing (Perimeter) Lf	422	3	Average condition; Coating chipping, rust
Fitness Station	10	4	Good condition; Age and wear, minor
Flag Pole	1	3	Average condition; Age and wear, minor
Gate (Vehicular Access)	11	3	Average condition; Age and wear, minor
Irrigation System (Ac)	55.50	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	98	3	Average to good condition; Visual assessment only
Maintenance Yard/ Building	1	3	Average condition; Visual assessment only
Multiuse Field (Lighted)	3	3	Average condition; Brown/dead spots, regrading needed





Amenity	Qty	Grade	Comments
Open Turf Area (Ac)	2.29	3	Average condition; Low spots, brown patches
Outdoor Amphitheater	1	4	Good condition; Visual assessment only
Parking Lot - Paved (Spaces)	351	3	Average condition; Resurfacing needed
Parking Lot - Gravel (Spaces)	2500	3	Average condition; Age and wear, minor
Picnic Table	18	3	Average condition; Normal signs of wear and usage
Playground	3	4	Great condition; Like new, minor signs of wear
Public Art	3	N/A	Not assessed
Restroom Building	2	3	Average condition; Exterior shows age and wear
Shade Structure/ Ramada	3	3	Average condition; Age and wear, minor
Signage (Park Entry)	4	3	Average condition; Faded due to exposure and age
Softball/ Little League Field (Lighted)	8	3	Good condition; Low spots, minor grading issues
Tennis Court (Lighted)	2	3	Average condition; Cracking visible
Trail - Non Paved (Mi)	0.67	3	Average condition; Age and wear, minor
Trail - Paved (Mi)	1.65	3	Average condition; Cracking, settling
Trash Receptacle	13	2	Poor condition; Age and wear, significant
Volleyball Court (Sand)	1	3	Average condition; Fixtures, new

Table 39: Marie Kerr Park Amenities

Melville J. Courson Park

- **Size:** 5.04 acres
- **Classification:** Neighborhood
- **Location:** 38226 10th Street East



Amenity	Qty	Grade	Comments
Aquatic Center (Pool)	1	4	Great condition; Visual assessment only
Basketball Court (Lighted)	2	2	Poor condition; Age and wear, significant
BBQ Pit/ Grill	6	3	Average condition; Consider deep clean
Bench	26	2	Poor condition; Paint faded due to exposure and age
Bike Rack/ Loop	2	3	Average condition; Age and wear, minor
Drinking Fountain	1	2	Poor condition; Age, rust
Flag Pole	1	3	Average condition; Age and wear, minor
Irrigation System (Ac)	2.74	2	Poor condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	12	3	Average condition; Fixtures, new
Maintenance Yard/ Building	1	3	Average condition; Visual assessment only
Open Turf Area (Ac)	2.46	2	Poor condition; Low spots, grading issues
Parking Lot - Paved (Spaces)	208	3	Average condition; Resurfacing needed
Picnic Table	14	2	Poor condition; Paint chipping, rust
Playground	2	3	Average condition; One old, one newer
Public Art	1	N/A	Not assessed
Restroom Building	1	2	Poor condition; Age and disrepair
Signage (Park Entry)	4	3	Average condition; Paint faded due to exposure and age
Spray Pad	1	4	Good condition; Part of aquatic center
Tetherball Court	1	2	Poor condition; Age, rust
Trellis	1	2	Poor condition; Age and disrepair
Trail - Paved (Mi)	0.12	3	Average condition; Age and wear, minor

Table 40: Melville J. Courson Park Amenities

Palmdale Oasis Park

- **Size:** 35.06 acres
- **Classification:** Community
- **Location:** 3850 East Avenue S



Amenity	Qty	Grade	Comments
Aquatic Center (Waterpark)	1	4	Good condition; Dry Town Water Park, Visual assessment only
Aquatic Center (Pool)	1	4	Good condition; Pool, Visual assessment only
Bench	4	4	Great condition; Like new, minor signs of wear
Bike Rack/ Loop	2	4	Good condition; Normal signs of wear and usage
Community/ Recreation Center (Sf)	1	3	Average condition; Visual assessment only
Drinking Fountain	1	3	Average condition; Age and wear, minor
Flag Pole	1	3	Average condition; Normal condition, given age
Gate (Vehicular Access)	7	4	Good condition; Age and wear, minor
Irrigation System (Ac)	7.58	3	Good condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	31	3	Good condition; Visual assessment only
Multiuse Field (Non-Lighted)	1	3	Average condition; Low spots, minor grading issues
Open Turf Area (Ac)	0.56	3	Average condition; Low spots, minor grading issues
Parking Lot - Paved (Spaces)	418	3	Average condition; Resurfacing needed
Playground	1	5	New condition; To be added on 11/23
Public Art	1	N/A	Not assessed
Trail - Paved (Mi)	0.45	3	Average condition; Minor signs of settling
Trash Receptacle	3	2	Poor condition; Age, rust

Table 41: Palmdale Oasis Park Amenities

Pelona Vista Park

- **Size:** 76.16 acres
- **Classification:** Community
- **Location:** 37720 Tierra Subida



Amenity	Qty	Grade	Comments
Bike Rack/ Loop	2	3	Average condition; Age and wear, minor
Drinking Fountain	6	3	Average condition; Age, rust
Fitness Court	1	3	Good condition; Fitness court
Gate (Vehicular Access)	2	3	Average condition; Age and wear, minor
Irrigation System (Ac)	25.5	3	Average condition; Visual assessment only
Kiosk (Interpretive)	2	3	Average condition; Fading due to exposure and age
Lighting (Site, Parking, Ped, Etc)	126	3	Average condition; Visual assessment only
Maintenance Yard/ Building	1	3	Good condition; Visual assessment only
Open Turf Area (Ac)	0.79	3	Average condition; Low spots, brown patches
Parking Lot - Paved (Spaces)	599	3	Average condition; Resurfacing needed
Picnic Table	10	2	Poor condition; Age, rust
Restroom Building	2	3	Average condition; Visual assessment only
Signage (Park Entry)	2	3	Average condition; Normal condition, given age
Signage (Regulatory, Interpretive)	7	3	Average condition; Faded due to exposure and age
Soccer Field (Lighted)	10	3	Average condition; Brown/dead spots, regrading needed
Trail - Non Paved (Mi)	0.44	3	Average condition; Normal signs of wear and usage
Trail - Paved (Mi)	1.30	3	Average condition; Signs of age, wear and cracking
Trash Receptacle	12	4	Great condition; Like new condition

Table 42: Pelona Vista Park Amenities

Poncitlán Square

- **Size:** 2.20 acres
- **Classification:** Specialty
- **Location:** 38315 9th Street East

Amenity	Qty	Grade	Comments
Bench	4	3	Average condition; Age and wear, minor
Flag Pole	1	3	Average condition; Extra large size
Irrigation System (Ac)	1.25	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	28	3	Average condition; Fixtures, dated
Open Turf Area (Ac)	1.25	4	Good condition; Part artificial turf
Public Art	1	N/A	Not assessed
Shade Structure/ Ramada	1	3	Average condition; Includes informal stage area
Trail - Paved (Mi)	0.25	3	Average condition; Minor wear and cracking
Trash Receptacle	10	3	Average condition; Age and wear, minor
Water Fountain	1	3	Good condition; Visual assessment only

Table 43: Poncitlán Square Amenities



Rancho Vista Park

- **Size:** 3.50 acres
- **Classification:** Neighborhood
- **Location:** 40437 35th Street West



Amenity	Qty	Grade	Comments
BBQ Pit/ Grill	2	4	Good condition; Like new
Bench	4	5	Great condition; Minor signs of use
Bike Rack/ Loop	3	5	Great condition; Like new, minor signs of wear
Dog Bag Station	3	5	Great condition; Like new condition
Drinking Fountain	1	5	Great condition; Like new, minor signs of wear
Gate (Vehicular Access)	2	5	Great condition; Like new, minor signs of wear
Irrigation System (Ac)	2.13	5	Good condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	25	5	Great condition; Fixtures, new
Open Turf Area (Ac)	0.95	5	Great condition; Like new condition
Parking Lot - Paved (Spaces)	5	5	Great condition; Normal signs of wear and usage
Picnic Table	13	5	Great condition; Like new
Playground	1	5	Great condition; Normal signs of wear and usage
Public Art	1	N/A	Not assessed
Restroom Building	1	5	Great condition; Visual assessment only
Shade Structure/ Ramada	1	5	Great condition; Like new
Signage (Park Entry)	1	5	Great condition; Like new condition
Trellis	1	5	Great condition; Like new, minor signs of wear
Trail - Non Paved (Mi)	0.10	4	Good condition; Like new, minor signs of wear
Trail - Paved (Mi)	0.31	5	Great condition; Like new
Trash Receptacle	8	5	Great condition; Normal signs of wear and usage

Table 44: Rancho Vista Park Amenities

Sam Yellen Park

- **Size:** 24.43 acres
- **Classification**: Community
- **Location:** 5100 East Avenue S



Amenity	Qty	Grade	Comments
Bench	15	4	Good condition; Normal signs of wear and usage
Bike Rack/ Loop	4	4	Good condition; Age and wear, minor
Dog Bag Station	2	4	Good condition; Like new
Dog Park	1	4	Good condition; Normal signs of wear and usage
Drinking Fountain	3	3	Good condition; Signs of exposure
Fitness Station	11	4	Good condition; Normal signs of wear and usage, includes phase 2
Irrigation System (Ac)	5.21	4	Good condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	25	4	Good condition; Visual assessment only
Multiuse Field (Lighted)	1	5	Great condition; Recently renovated
Parking Lot - Paved (Spaces)	102	4	Good condition; Normal signs of wear and usage
Picnic Table	6	4	Good condition; Minor wear
Playground	1	4	Great condition; Minor surface settling
Restroom Building	1	4	Great condition; Visual assessment only
Shade Structure/ Ramada	6	5	Great condition; Like new
Signage (Park Entry)	1	4	Good condition; Little to no signs of fading
Trail - Non Paved (Mi)	0.15	4	Good condition; Minor signs of use
Trail - Paved (Mi)	0.45	5	Great condition; Like new, minor signs of wear
Trash Receptacle	5	4	Good condition; Minor signs of use

Table 45: Sam Yellen Park Amenities

Tejon Park Equestrian Arena

- **Size:** 19.84 acres
- **Classification:** Specialty
- **Location:** 1300 East Barrel Springs Rd.

Amenity	Qty	Grade	Comments
Bench	1	3	Average condition; Cracking, settling
Dog Bag Station	1	4	Good condition; Age and wear, minor
Equestrian Arena	1	3	Average condition; Age and wear, major
Equestrian Hitching Post	1	3	Average condition; Age and wear, minor
Parking Lot - Gravel (Spaces)	80	3	Average condition; Minor deterioration
Signage (Park Entry)	1	2	Poor condition; Damaged
Trail - Non Paved (Mi)	0.1	3	Good condition; Age and wear, minor
Trash Receptacle	1	4	Good condition; Like new, minor signs of wear

Table 46: Tejon Park Equestrian Arena Amenities



William J. McAdam Park

- **Size:** 19.07 acres
- **Classification:** Community
- **Location:** 38115 30th Street East



Amenity	Qty	Grade	Comments
Aquatic Center (Pool)	1	3	Average condition; Visual assessment only
Bbq Pit/ Grill	11	3	Average condition; Consider deep clean
Bench	19	2	Poor condition; Age and disrepair
Bleachers	4	4	Good condition; Age and wear, minor
Dog Bag Station	1	4	Good condition; Like new
Drinking Fountain	3	3	Average condition; Age and wear, minor
Gate (Vehicular Access)	5	3	Average condition; Age and wear, minor
Historic Structure	1	N/A	N/A Palmdale School House
Irrigation System (Ac)	12.31	3	Average condition; Visual assessment only
Lighting (Site, Parking, Ped, Etc)	28	3	Average condition; Visual assessment only
Maintenance Yard/ Building	1	2	Poor condition; Visual assessment only
Multiuse Field (Non-Lighted)	1	3	Average condition; Low spots, grading issues
Open Turf Area (Ac)	1.59	3	Average condition; Low spots, brown/ dead areas
Parking Lot - Paved (Spaces)	145	3	Moderate condition; Resurfacing needed
Picnic Table	24	3	Average condition; Mix of old and new
Playground	2	5	New condition; To be renovated 2024
Restroom Building	1	2	Poor condition; Visual assessment only
Shade Structure/ Ramada	4	2	Poor condition; Age and disrepair
Signage (Park Entry)	1	2	Poor condition; Damaged, broken
Softball/ Little League Field (Lighted)	2	3	Average condition; Low spots, brown/ dead areas
Tennis Court (Lighted)	4	5	New condition; Recently resurfaced, striped for pickleball
Trail - Paved (Mi)	0.55	3	Average condition; Minor wear and cracking
Trash Receptacle	5	3	Average condition; Mix of old and new
Volleyball Court (Sand)	1	2	Poor condition; No posts or net

Table 47: William J. McAdam Park Amenities

Park Inventory Analysis

PARK NAME	PARK TYPE	YEAR CONSTRUCTED	SIZE (AC)	AQUATIC CENTER (WATERPARK)	AQUATIC CENTER (POOL)	BASEBALL FIELD (LIGHTED)	BASKETBALL COURT (LIGHTED)	BASKETBALL COURT (NON-LIGHTED)	BBQ PIT/ GRILL	BENCH	BIKE RACK/ LOOP	BIKE/ SKATE PARK (SF)	BLEACHERS	BOCCE BALL COURT	COMMUNITY/ RECREATION CENTER (SF)	CONCESSION BUIDLING	CROQUET COURT	DISC GOLF COURSE	DOG BAG STATION	DOG PARK	DRINKING FOUNTAIN	EQUESTRIAN ARENA	EQUESTRIAN HITCHING POST	FENCING (PERIMETER) LF	FITNESS COURT	FITNESS STATION	FLAG POLE	GATE (VEHICULAR ACCESS)
Amargosa Creek Trail	Trailhead	2019	-	-	-	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Anaverde Park	Neighborhood	2007	6.43	-	-	-	1	-	3	7	4	-	-	-	-	-	-	-	1	-	-	-	-	300	-	-	-	2
Arnie Quinones Park	Neighborhood	1996	2.98	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	487	-	-	-	2
Barrel Springs Trail	Trailhead	1996	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	15,000	-	-	-	-
Desert Sands Park	Community	1991	19.48	-	-	-	2	-	19	26	8	-	8	-	5,120	1	-	1	-	-	3	-	-	-	-	-	1	10
Domenic Massari Park	Community	1995	38.33	-	-	1	2	2.5	-	16	-	12,000	8	-	-	1	-	-	3	-	2	-	-	-	-	-	-	8
Dr. Robert C. St Clair Parkway	Greenway	2003	9.48	-	-	-	-	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Foothill Park	Neighborhood	2011	12.33	-	-	-	-	-	-	9	4	-	-	-	-	-	-	-	2	-	1	-	-	1,086	-	-	-	2
Joe Davies Heritage Airpark	Specialty	1997	12.27	-	-	-	-	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1
Joshua Hills Park	Neighborhood	1989	3.59	-	-	-	-	-	5	3	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Joshua Ranch Trail	Trailhead	2021	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-
Legacy Park	Neighborhood	2011	0.94	-	-	-	-	-	-	13	1	-	-	2	15,000	-	1	-	1	-	-	-	-	-	-	-	-	-
Manzanita Heights Park	Neighborhood	1988	4.18	-	-	-	-	-	6	2	2	-	-	-	-	-	-	-	-	-	1	-	-	156	-	-	-	4
Marie Kerr Park	Community	1994	76.95	-	1	-	2	-	6	14	2	8,500	-	-	15,000	-	-	-	3	-	6	-	-	422	-	10	1	11
Melville J. Courson Park	Neighborhood	1967	5.04	-	1	-	2	-	6	26	2	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	1	-
Palmdale Oasis Park	Community	2005	31.06	1	1	-	-	-	-	4	2	-	-	-	20,000	-	-	-	-	-	1	-	-	-	-	-	1	7
Pelona Vista Park	Community	2000	76.16	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	6	-	-	-	1	1	-	2
Poncitlán Square	Specialty	1998	2.20	-	-	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-
Rancho Vista Park	Neighborhood	2022	3.50	-	-	-	-	-	2	4	3	-	-	-	-	-	-	-	3	-	1	-	-	-	-	-	-	2
Sam Yellen Park	Community	2017	24.43	-	-	-	-	-	-	15	4	-	-	-	-	-	-	-	2	1	3	-	-	-	-	11	-	-
Tejon Park Equestrian Arena	Specialty	2007	19.84	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	1	-	-	1	1	-	-	-	-	-
William J. McAdam Park	Community	1972	19.07	-	1	-	-	-	11	19	-	-	4	-	-	-	-	-	1	-	3	-	-	-	-	-	-	5
Average Age (Years)		24	368.26	1	4	1	9	2.5	58	180	35	20,500	20	2	55,120	2	1	1	18	1	28	1	2	17,451	1	22	6	56

Table 48: Park Inventory Analysis Part I

Park Inventory Analysis

PARK NAME	PARK TYPE	YEAR CONSTRUCTED	SIZE (AC)	HISTORIC DISPLAY/ INTERPRETIVE	HISTORIC STRUCTURE	HORSESHOE PIT	IRRIGATION SYSTEM (AC)	KIOSK (INTERPRETIVE)	LIGHTING (SITE, PARKING, PED, ETC)	MAINTENANCE YARD/ BUILDING	MULTIUSE FIELD (LIGHTED)	MULTIUSE FIELD (NON-LIGHTED)	OPEN TURF AREA (AC)	OUTDOOR AMPHITHEATER	PARKING LOT - PAVED (SPACES)	PARKING LOT - GRAVEL (SPACES)	PICNIC TABLE	PLAYGROUND (NON-SHADED)	PLAYGROUND (SHADED)	PLAYGROUND (OBSTACLE COURSE)	PUBLIC ART	RESTROOM BUILDING	SHADE STRUCTURE/ RAMADA	SIGNAGE (PARK ENTRY)	SIGNAGE (REGULATORY, INTERPRETIVE)	SOCCER FIELD (LIGHTED)	SOCCER FIELD (NON-LIGHTED)	SOFTBALL/ LITTLE LEAGUE FIELD (LIGHTED)	TENNIS COURT (LIGHTED)	TETHERBALL COURT	TRELLIS	TRAIL - NON PAVED (MI)	TRAIL - PAVED (MI)	TRASH RECEPTACLE	WATER FOUNTAIN	VOLLEYBALL COURT (SAND)
Amargosa Creek Trail	Trailhead	2019	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	3	-	-	-	-	-	-	-	-	1.10	-	3	-	-
Anaverde Park	Neighborhood	2007	6.43	-	-	-	6	-	3	-	-	1	0.52	-	10	-	4	-	2	-	-	1	-	-	-	-	-	-	-	-	-	-	0.42	4	-	-
Arnie Quinones Park	Neighborhood	1996	2.98	-	-	-	3	-	-	-	-	1	-	-	-	30	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	0.15	-	2	-	-
Barrel Springs Trail	Trailhead	1996	-	-	-	-	-	-	-	-	-	-	-	-	-	40	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1.50	-	1	-	-
Desert Sands Park	Community	1991	19.48	-	-	-	10	-	15	-	-	-	0.95	-	110	-	26	1	1	1	2	1	1	2	-	1	-	2	2	-	-	-	0.95	5	-	2
Domenic Massari Park	Community	1995	38.33	-	-	-	23	-	32	-	-	-	2.91	-	468	-	20	-	2	-	1	1	3	-	-	-	3	3	2	-	-	0.42	1.30	22	-	2
Dr. Robert C. St Clair Parkway	Greenway	2003	9.48	-	-	-	8	-	39	-	-	-	1.60	-	-	-	1	-	-	-	-	-	-	1	-	-	-	-	-	-	-	0.25	0.85	12	-	4
Foothill Park	Neighborhood	2011	12.33	-	-	-	11	-	48	-	-	1	0.20	-	20	-	4	-	2	-	-	1	-	1	-	-	-	-	-	-	-	0.06	0.65	9	-	-
Joe Davies Heritage Airpark	Specialty	1997	12.27	22	-	-	-	-	-	2	-	-	-	-	30	-	12	-	-	-	-	-	2	-	42	-	-	-	-	-	-	0.35	-	1	-	-
Joshua Hills Park	Neighborhood	1989	3.59	-	-	-	3	-	-	-	-	1	-	-	-	-	5	-	1	-	-	1	-	2	-	-	-	-	-	-	-	0.12	-	1	-	-
Joshua Ranch Trail	Trailhead	2021	-	-	-	-	-	-	-	-	-	-	-	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7.30	0.04	-	-	-
Legacy Park	Neighborhood	2011	0.94	-	-	1	1	-	29	-	-	-	0.54	-	70	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	1	0.25	0.45	6	-	-
Manzanita Heights Park	Neighborhood	1988	4.18	-	-	-	3	-	7	-	-	1	0.61	-	26	-	7	-	2	-	1	1	1	1	-	-	-	-	-	1	-	-	0.19	6	-	0
Marie Kerr Park	Community	1994	76.95	-	-	-	56	-	98	1	3	-	2.29	1	351	2,500	18	3	-	-	3	2	3	4	-	-	-	8	2	-	-	0.67	1.65	13	-	1
Melville J. Courson Park	Neighborhood	1967	5.04	-	-	-	3	-	12	1	-	-	2.46	-	208	-	14	2	-	-	1	1	-	4	-	-	-	-	-	1	1	-	0.12	-	-	1
Palmdale Oasis Park	Community	2005	31.06	-	-	-	8	-	31	-	-	1	0.56	-	418	-	-	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	0.45	3	-	-
Pelona Vista Park	Community	2000	76.16	-	-	-	26	2	126	1	-	-	0.79	-	599	-	10	-	-	-	-	2	-	2	7	10	-	-	-	-	-	0.44	1.30	12	-	-
Poncitlán Square	Specialty	1998	2.20	-	-	-	1	-	28	-	-	-	1.25	-	-	-	-	-	-	-	1	-	1	-	-	-	-	-	-	-	-	-	0.25	10	1	-
Rancho Vista Park	Neighborhood	2022	3.50	-	-	-	2	-	25	-	-	-	0.95	-	5	-	13	1	-	-	1	1	1	1	-	-	-	-	-	1	-	0.10	0.31	8	-	-
Sam Yellen Park	Community	2017	24.43	-	-	-	5	-	25	-	1	-	-	-	102	-	6	1	-	-	-	1	6	1	-	-	-	-	-	-	-	0.15	0.45	5	-	-
Tejon Park Equestrian Arena	Specialty	2007	19.84	-	-	-	-	-	-	-	-	-	-	-	-	80	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	0.10	-	1	-	-
William J. McAdam Park	Community	1972	19.07	-	1	-	12	-	28	1	-	1	1.59	-	145	-	24	2	-	-	-	1	4	1	-	-	-	2	4	-	-	-	0.55	5	-	1
Average Age (Years)		24	368.26	22	1	1	179.42	2	546	6	4	7	17.22	1	2,576	2,650	170	11	10	1	11	14	25	23	49	11	3	15	10	2	3	12.96	9.93	129	1	11

Table 49: Park Inventory Analysis Part II

PARKS CAPITAL IMPROVEMENT PLAN

Overview

This Capital Improvement Plan (CIP) provides a thorough look into the quantity of existing assets, the timeline for which they will need replacement, and the appropriate (future inflation adjusted) value for each. The intent of this document is to provide a starting point in quantifying the considerable financial value of the existing physical assets contained within the entire Department using detailed data collection and analysis.

To plan and prioritize CIP projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The framework of this document is utilized to determine CIP projects in concert with an implementable financial plan.

Utilizing the results of the on-site inventory and assessment, detailed matrices were developed which utilized the previously established grading standards along with current construction pricing to create an improvement priority plan and associated value for each facility. Assets scored with grading standards F (1) and D (2) were considered critical and therefore are noted in capital improvement projects for the next one to five years to correct safety hazards and accelerated deterioration. Assets scored with grading standard C (3) were categorized as capital improvement projects for years 6 to 10 and those scored grading standards B (4) and A (5) were categorized as 11+ years as assets were early enough in their lifecycles to not be in need of immediately replacement.

A two-tier plan is recommended to help guide the decision-making process for CIP investments. The two-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified within this document. The two tiers include:

- Sustainable (Lifecycle) Projects
- Visionary Projects

SUSTAINABLE (LIFECYCLE) PROJECTS:

Critical maintenance projects including; lifecycle replacement, repair of existing equipment, safety and ADA improvements, and existing debt service obligations. Many of these types of improvements typically require one-time funding and are not likely to increase annual operations and maintenance costs. In many cases, these types of projects may reduce annual operations and maintenance costs.

VISIONARY PROJECTS:

Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as playfields, shade structures, adult fitness equipment, covered picnic shelters, and trail loops. These types of improvements typically require one-time funding and may trigger slight increases in annual operations and maintenance costs, depending on the nature of the improvements.

Complete park renovation by land acquisition and new park/trail development, such as a new sports complex and major trail developments would be considered visionary projects. These improvements will likely increase annual operations and maintenance costs. The consultant team worked directly with Department Staff to determine a list of visionary projects for each park and facility.

The following are the general assumptions utilized in the development of the recommended CIP:

- All projects must be financially viable.
- Only projects likely to be implemented are included in the plan.
- Projects must be consistent with other planning efforts, where applicable.
- Costs shown are intended to be rough order of magnitude and based on park and recreation-related amenities only.
- Cost escalators have been included for projects (Years 6 – 10 =35%, Years 11+ =55%).

Department Staff should continue to evaluate costing information with current market conditions throughout the life of the plan.

With careful planning and a keen vision, the information contained within this plan will assist the City in its efforts to ensure that infrastructure operation, maintenance, rehabilitation, and park development is as efficient and effective as possible. Additionally, the following information will allow staff to strategically anticipate future expenditure and plan for adequate funding of future improvements, while negotiating confidently with forward well-evidenced information in the always difficult climate of budget constraints.

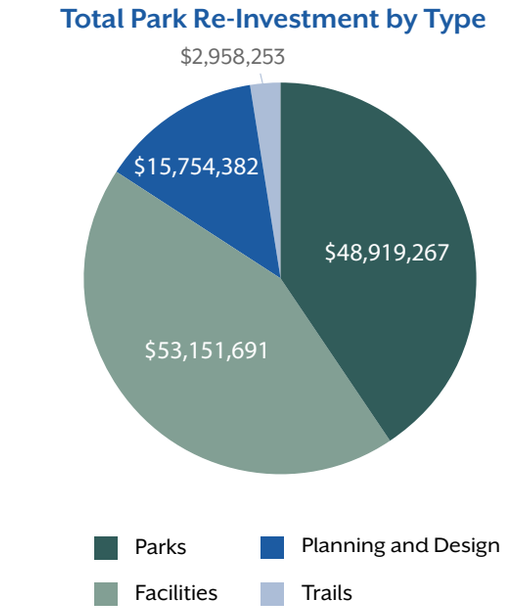
CIP Summary

Project Type	CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
Sustainable	$14,266,597	$58,015,718	$ 48,501,278
Visionary (Existing)	$33,786,600	$55,561,950	$66,878,160
Visionary (Future)	$7,200,000	$22,680,000	$174,468,000
Total	$55,253,197	$136,257,668	$289,847,438

Table 50: CIP Summary



Sustainable (Lifecycle) Project Total Investment



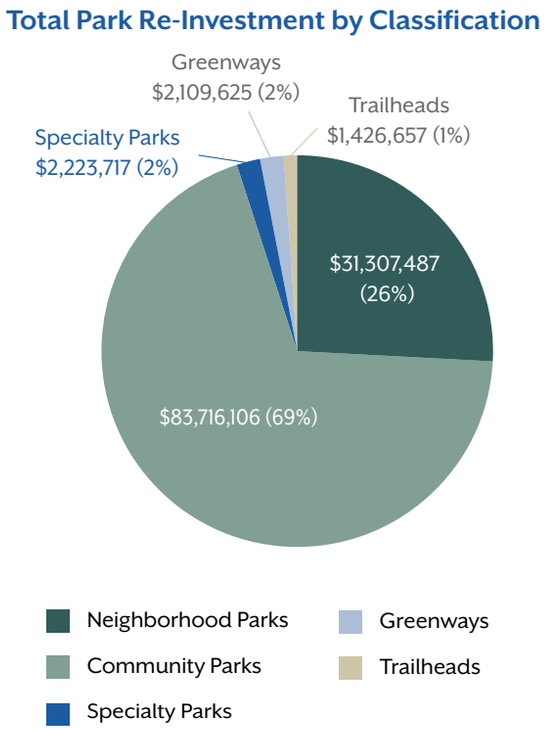


Figure 26: Project Total Investment

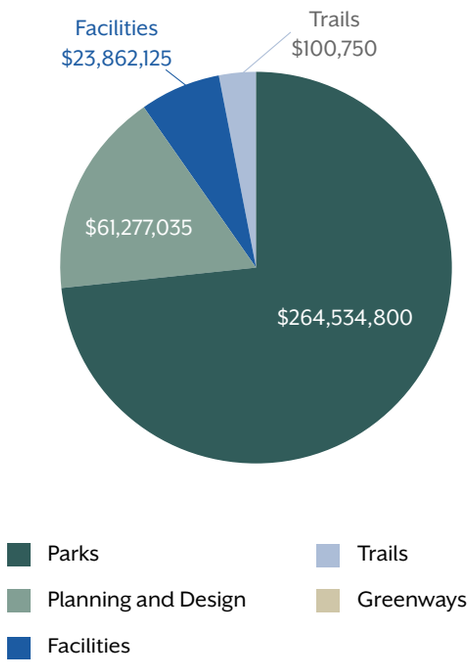
Sustainable (Lifecycle) Projects			
Park Name	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
Amargosa Creek Trail	$-	$-	$269,137
Anaverde	$-	$1,167,482	$1,101,655
Arnie Quinones	$-	$31,176	$420,162
Barrel Springs Trail	$-	$492,891	$13,606
Desert Sands	$1,348,375	$6,021,956	$1,417,581
Domenic Massari	$1,669,135	$9,579,581	$719,584
Dr. Robert C. St Clair Parkway	$1,348,715	$754,969	$5,941
Foothill	$-	$1,395,101	$1,091,044
Joe Davies Heritage Airpark	$-	$1,648,260	$-
Joshua Hills	$1,117,403	$1,473,157	$4,456
Joshua Ranch Trail	$-	$-	$651,023
Legacy	$57,303	$4,021,409	$104,276
Manzanita Heights	$45,793	$3,720,614	$-
Marie Kerr Park	$877,950	$13,478,924	$2,252,394
Melville J. Courson	$2,994,427	$-	$10,961,279
Palmdale Oasis	$8,625	$4,541,565	$23,692,311
Pelona Vista	$2,516,853	$4,330,400	$379,353
Poncitlán Square	$-	$ 349,284	$62,381
Rancho Vista	$-	$-	$1,400,750
Sam Yellen	$-	$46,575	$2,573,428
Tejon Equestrian Arena	$11,500	$144,627	$ 7,665
William J. McAdam	$2,070,518	$4,817,746	$1,373,252
Total	$14,266,597	$58,015,718	$48,501,278

Table 51: Sustainable Lifecycle Projects



Visionary Project Total Investment

Total Park Re-Investment by Type



Total Park Re-Investment by Classification

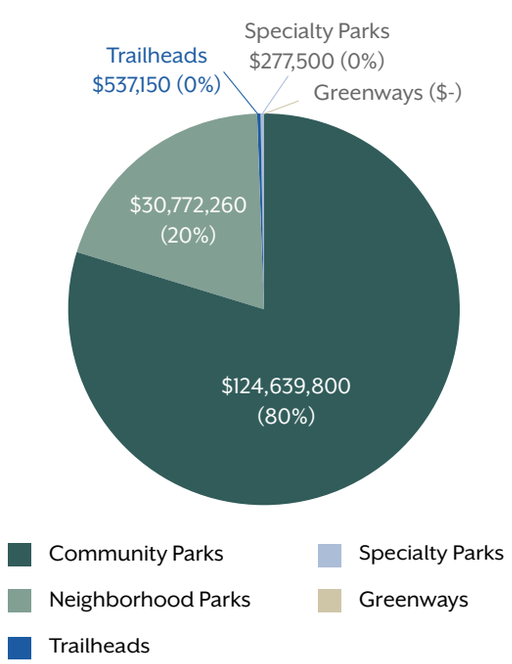


Figure 27: Project Total Investment

Visionary Project Total Investment

Visionary Projects			
Park Name	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
Amargosa Creek Trail	$-	$425,250	$-
Anaverde	$-	$-	$-
Arnie Quinones	$60,000	$21,262,500	$-
Barrel Springs Trail	$39,000	$32,400	$-
Desert Sands	$60,000	$11,340,000	$-
Domenic Massari	$57,600	$6,787,800	$-
Dr. Robert C. St Clair Parkway	$-	$-	$-
Foothill	$-	$-	$-
Joe Davies Heritage Airpark	$-	$-	$139,500
Joshua Hills	$-	$-	$-
Joshua Ranch Trail	$-	$40,500	$-
Legacy	$60,000	$-	$-
Manzanita Heights	$60,000	$-	$9,329,760
Marie Kerr Park	$312,000	$5,670,000	$33,480,000
Melville J. Courson	$-	$-	$-
Palmdale Oasis	$12,000,000	$-	$23,808,000
Pelona Vista	$600,000	$-	$120,900
Poncitlán Square	$-	$-	$-
Rancho Vista	$-	$-	$-
Sam Yellen	$20,400,000	$-	$-
Tejon Equestrian Arena	$138,000	$-	$-
William J. McAdam	$-	$10,003,500	$-
**Future Parks*	$7,200,000	$22,680,000	$174,468,000
Total	$40,986,600	$78,241,950	$241,346,160

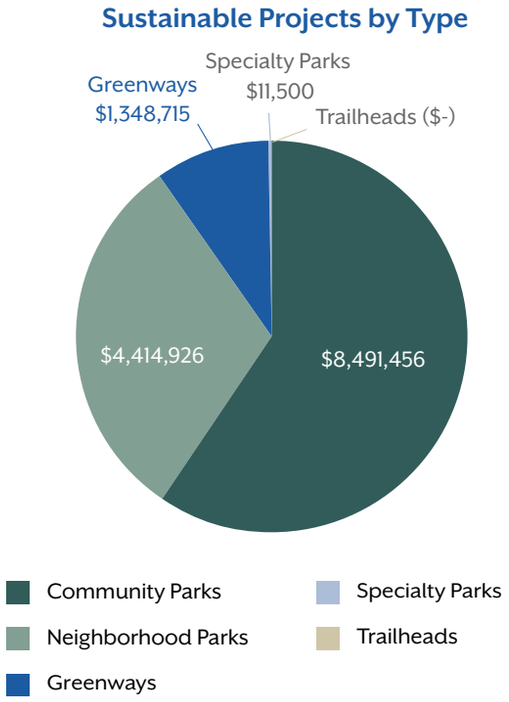
Table 52: Visionary Projects

CIP YEARS 1-5	
Sustainable Projects	$14,266,597
• Existing Park Improvements and Lifecycle Replacement	
Visionary Projects (Existing Parks)	$33,786,600
• Marie Kerr Park	
• Palmdale Oasis Park	
• Pelona Vista Park	
• Sam Yellen Park	
Visionary Projects (Future Parks)	$7,200,000
• New Neighborhood Park	
Total	$55,253,197

Table 53: Capital Improvement Plan Years 1-5



Capital Improvement Plan (1-5 Years)



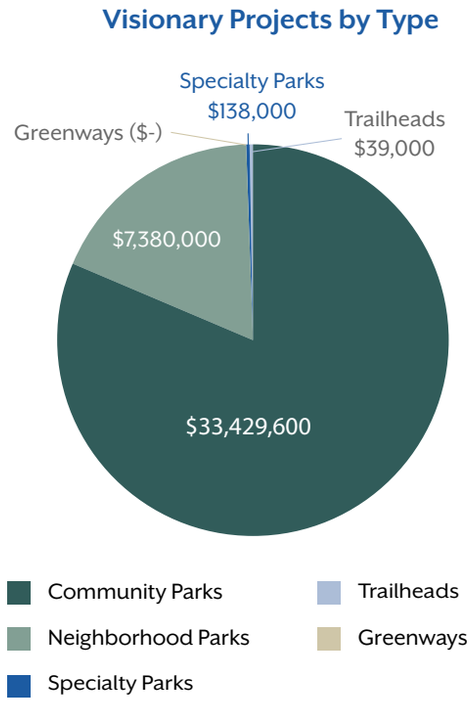
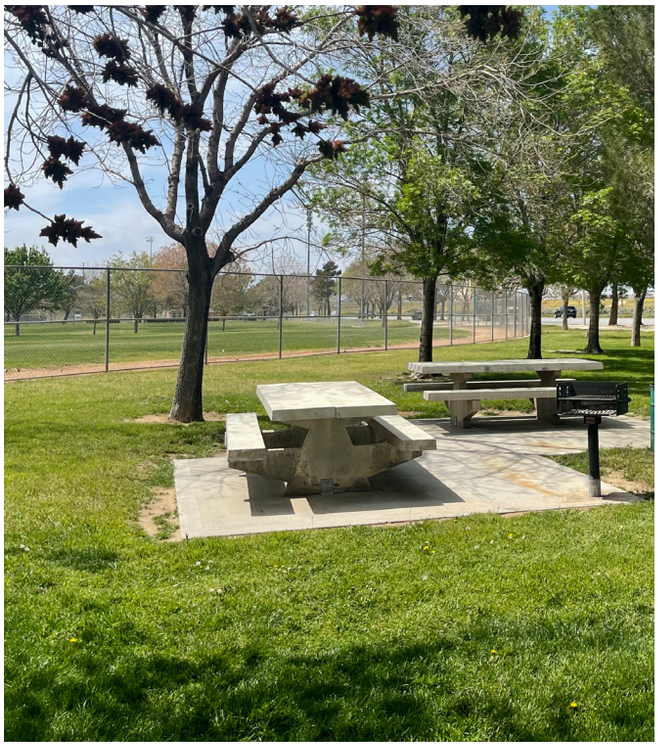


Figure 28: Capital Improvement Plan Years 1-5

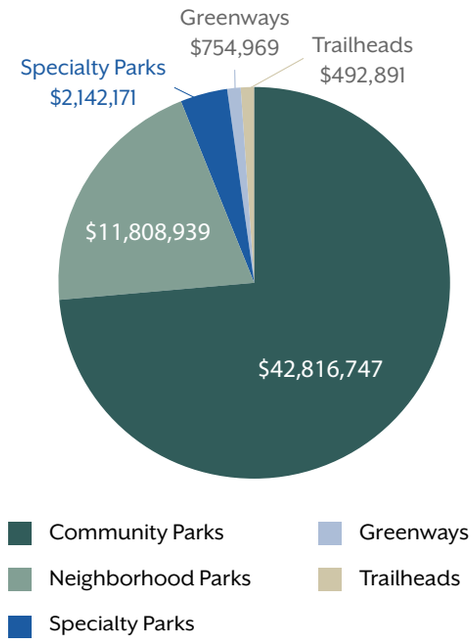
CIP YEARS 6-10	
Sustainable Projects	$58,015,718
• Existing Park Improvements and Lifecycle Replacement	
Visionary Projects (Existing Parks)	$55,561,950
• Arnie Quinones Park	
• Desert Sands Park	
• Domenic Massari Park	
• Marie Kerr Park	
Visionary Projects (Future Parks)	$22,680,000
• New Neighborhood Park	
• New Community Trail Connections	
Total	$136,257,668

Table 51: Capital Improvement Plan Years 6-10 (cont.)



Capital Improvement Plan (6-10 Years)

Sustainable Projects by Type



Visionary Projects by Type

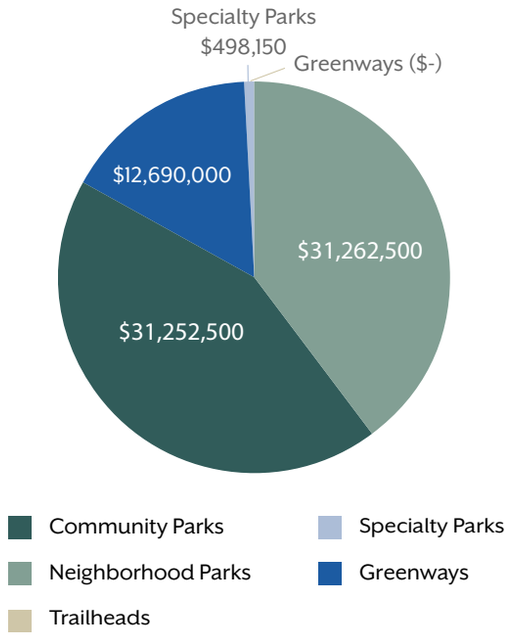


Figure 29: Capital Improvement Plan Years 6-10

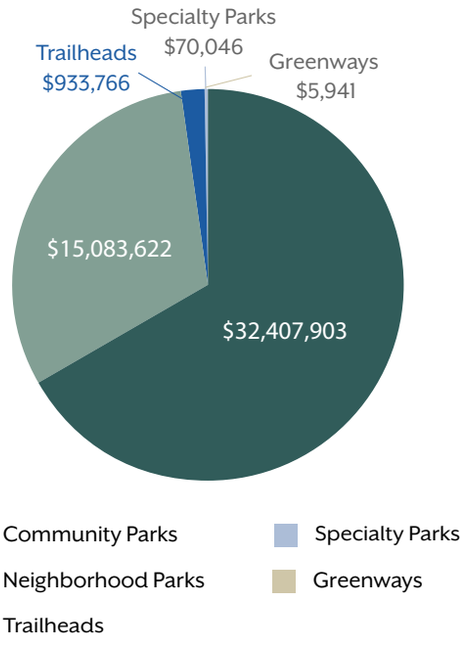
CIP YEARS 11+	
Sustainable Projects	$48,501,278
• Existing Park Improvements and Lifecycle Replacement	
Visionary Projects (Existing Parks)	$66,878,160
• Manzanita Heights Park • Marie Kerr Park • Palmdale Oasis Park	
Visionary Projects (Future Parks)	$174,468,000
• New Community/ Regional Park	
Total	$289,847,438

Table 52: Capital Improvement Plan Years 11+



Capital Improvement Plan (11+ Years)

Sustainable Projects by Type



Visionary Projects by Type

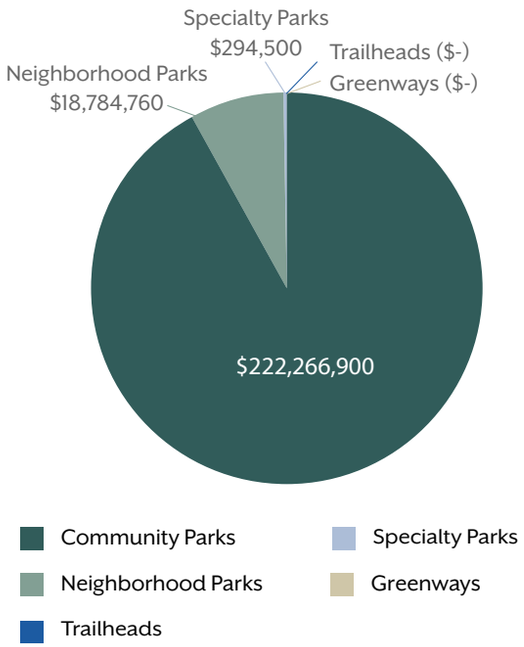


Figure 30: Capital Improvement Plan Years 11+

Individual Park Sustainable and Visionary Projects

The previous pages provide a detailed look at each park's existing and future assets. The following matrices shown for both 'Sustainable Projects' and 'Visionary Projects' convey the quantity of existing and future assets at each park and the timeline for replacement, construction, or implementation. Recommendations outlined were based on the scoring assigned in the Park and Facilities Assessment section of this plan, as well as meetings with Department Staff.

Note that costs shown are intended to be rough order of magnitude and based on park and recreation-related amenities. The values shown within this document are based on 2023 dollars with cost escalators added in years 6 – 10 (35%) and years 11+ (55%). City staff should continue to evaluate costing information with current market conditions throughout the life of the plan as project funding opportunities arise.



PARK DEVELOPMENT STANDARDS

In the process of establishing design standards for parks, it is crucial to ensure that each park is meticulously programmed, planned, and designed to align with the specific needs of its service area and its role within the broader parks and recreation system. When we refer to "programming" in the context of park planning and development, we are talking about creating a list of potential uses and facilities. A park's program can encompass various elements such as sports fields, splash pads, shelters, restrooms, sports courts, trails, environmental conservation efforts, open meadows, nature reserves, or interpretive areas. These amenities can be categorized as either primary or secondary, depending on their importance. The park's design should consider the demographics and requirements of the community it aims to serve.

Every park, irrespective of its category, should have a clear set of intended outcomes. Park planners and designers should work toward achieving these outcomes, which also include considerations for the ongoing operational and maintenance expenses associated with the design.

Different park classifications serve distinct purposes; the park's features and facilities must be tailored to the age groups it is meant to cater to, the expected length of visits, and the designated uses. The design standards for recreational needs and services vary based on the age groups present in the community utilizing the park, which can differ depending on the park's classification.

In the context of these standards, several key terms are essential:

- "Land Usage" refers to the proportion of park space designated for either passive or active activities, and it should align with the recommendations outlined in a Parks and Recreation Master Plan.
- "Programming" can be either active or passive, with active programming being organized and planned with user pre-registration (e.g., sports leagues, day camps, aquatics) and passive programming being self-directed (e.g., playground usage, picnicking, reading).
- "Park/Facility Classifications" encompass various categories like Pocket Park, Neighborhood Park, Community Park, Regional Park, Sports Complex Facility, Recreation/Special Use Park, and Greenbelts and Conservation.
- "Revenue Facilities" include those that charge access fees, player fees, team fees, or permit fees, such as pools, golf courses, tennis courts, sport field complexes, concession facilities, nature centers, reservable shelters, and special event spaces.
- "Signature Facility/ Amenity" denotes an enhanced facility or amenity recognized by the community for its exceptional design, location, function, or natural attributes.

General Design

The goal of general park design for the City of Palmdale is to create neighborhood cornerstones that are regularly used, well-maintained, aesthetically pleasing, universally accessible, safe, and suitable for various individual and group activities. These parks should meet the needs of the surrounding neighborhoods and align with their typology within the overall parks and recreation system.

All newly designed and/or renovated parks in Palmdale should:

- Emphasize aesthetics, innovation, universal accessibility, and a sense of ownership among park users.
- Ensure inviting and well-maintained park entries and edges. Clearly mark entrances with park signage. Integrate streets into the design, including planting street trees and resurfacing sidewalks where feasible.
- Incorporate pathways that provide access to amenities and walking loops.
- Locate restroom buildings near recreation fields, children's play areas, and group picnic areas, if possible, making them aesthetically pleasing and well-maintained.
- Prioritize safety and the perception of safety through visibility and Crime Prevention Through Environmental Design (CPTED) strategies.
- Provide sufficient lighting for safety during the day and night whenever possible.
- Preserve valuable existing trees.
- Place new parks as central features of neighborhoods for easy access by residents and visitors of all ages and abilities.
- Ensure that parks are planned and designed to align with the needs of the surrounding neighborhood and their classification within the overall parks and recreation system.
- Establish a set of outcomes or design goals with consideration of the operational and maintenance costs associated with these design outcomes.
- Select materials which are appropriate for the Mojave Desert climate.





Standards

The following design standards pertain to functional and aesthetic considerations for park design. These standards must be consulted and adhered to during the development of parks and recreation facilities with the City of Palmdale. All parks and open spaces are required to meet the following guidelines and regulations, with the stricter rule-taking precedence:

- American Society for Testing and Materials (ASTM)
- Americans with Disabilities Act (ADA)
- Americans with Disabilities Act Accessibility Guidelines (ADAAG)
- California Building Code (CBC)
- California Energy Code (CEC)
- City of Palmdale Engineering Design Standards
- City of Palmdale General Plan, Recreation Element
- City of Palmdale Municipal Code
- City of Palmdale Standard Drawings
- City of Palmdale Standard Specifications for Public Works Construction
- Consumer Products Safety Commission (CPSC)
- Title 24 of the California Building Code (CBC)
- Uniform Building Code (UBC)

Before beginning the design process, planners and designers must confirm the project program, the specific facility size, functional requirements, and project budget.

Please refer to the *City of Palmdale Approved Manufactures and Product List* available upon request from the Park & Recreation Director.

Classifications

POCKET PARKS

- Size: Usually less than 0.1 acres up to 1.5 acres.
- Location: Often in urban or residential areas surrounded by commercial buildings or houses.
- Function: Serve various purposes, such as small event spaces, play areas for children, places for relaxation and socialization, and lunch breaks.
- Key Qualities: Accessible, accommodating for activities, comfortable, and sociable.
- Amenities: Typically, minimal and not designed for programmed activities.
- Service Area: Generally, within a quarter-mile, intended for users within close walking distance.



NEIGHBORHOOD PARKS

- Size: Ranging from 1.5 to 10 acres, with considerations for use and facilities, not just size alone.
- Service Radius: Typically, a .5 – 1 mile.
- Access: Safe pedestrian access for residents; limited parking for smaller parks (less than five acres).
- Purpose: Serve the recreational and social needs of nearby neighborhoods, contributing to neighborhood identity.
- Opportunities: Joint-use sites that can also serve as recreational spaces for schools.
- Amenities: Playground, restrooms, non-programmed sports field, reservable shelter (for parks three acres or larger), loop trails, sport courts, benches, small shaded areas near play areas.
- Landscape Design: Designed to enhance the park's theme and user experience.
- Revenue Facilities: Typically, none.
- Land Usage: 85% active and 15% passive.
- Programming: Typically minimal, but there may be a programmed signature amenity.
- Signage: Directional signage and facility/amenity regulations to enhance the user experience.
- Parking: Emphasize on-street parking adjacent to the park to maximize usable space; provide 5 – 10 on-site parking spaces, including accessible spaces as needed.
- Lighting: Security lighting only.

COMMUNITY PARKS

- Size: Typically span from 10 to 50 acres.
- Service Area: Encompasses a radius of two to three miles.
- Purpose: Designed to address the recreational needs of the local community, providing various recreational facilities.
- Features: Offer amenities such as sports fields, tennis courts, extreme sports areas, loop trails, picnic spaces, bookable picnic shelters, sports courts, restrooms with drinking fountains, expansive turfed and landscaped areas, and a playground or spray area.
- Potential Revenue Facilities: May include one or more, such as a pool, sports complex, or pavilion.
- Land Use: Emphasizes 65% for active recreation and 35% for passive areas.
- Parking: Should provide sufficient parking for the amenities but not exceed 10% of the park area; on-street parking is encouraged.
- Illumination: Includes lighting for amenities like sports field lighting and security lighting.



REGIONAL PARKS

- Size: Typically range from 50 to 1,000 acres, with some larger parks spanning 2,000 to 5,000 acres.
- Service Area: Extends over a three-mile or larger radius, serving a broad area encompassing multiple communities or counties.
- Purpose: Act as destination sites offering a wide array of recreational opportunities and natural features.
- Features: Encompass various specialized amenities, including art centers, amphitheaters, boating facilities, golf courses, natural areas with interpretive trails, and more.
- Potential Revenue Facilities: Often designed to generate revenue to cover operational costs.
- Land Use: Allows for a balance of up to 50% for active use and 50% for passive areas.
- Parking: Adequate parking to support all amenities.

SPORTS COMPLEXES

- Purpose: Designed to offer 4 to 16+ fields or courts for sports, including the possibility of extreme sports like BMX and skateboarding.
- Features: May include both indoor and outdoor facilities for youth and adults, with outdoor fields equipped with lighting for extended use.
- Economic Attraction: Aimed at meeting community needs while also drawing sports tournaments for economic benefits.
- Signature Complexes: Can have enhanced amenities like artificial turf, multipurpose field benches, scoreboards, and more, subject to available funding.



SPECIALTY PARKS

- Distinction: These parks serve a single purpose, unlike other park classifications that offer multiple recreational opportunities.
- Categories: Special use parks can include cemeteries, historic/cultural/social sites, nature parks, golf courses, indoor and outdoor recreation facilities.
- Size and Service Radius: Vary widely based on the specific facility or activity.
- Site Selection: Dependent on the nature of the facility, no specific standards are defined.
- Amenities: Differ based on the type of facility.
- Revenue Facilities: Some may require revenue for construction and maintenance.
- Land Usage: Varied based on the facility type.
- Programming: Varies by facility.
- Parking: Provided as needed and should maximize usable park space.
- Lighting: May include security or amenity lighting.
- Signage: Utilized for directional and regulation purposes to enhance the user experience.
- Landscape Design: Tailored to the specific theme and use of the park or facility.

OPEN SPACE/ NATURAL AREAS

- Purpose: These lands are undeveloped and may feature natural or paved trails. They serve conservation goals, protecting wildlife habitat, water quality, and endangered species. They also offer low-impact recreational opportunities like walking and nature viewing.
- Amenities: Trails, wildlife viewing areas, mountain biking, disc golf, interpretation, and education facilities.
- Lighting: None.
- Signage: Interpretive kiosks where appropriate.
- Landscape Design: Minimal or none; sustainable design for landscaping when needed.

GREENWAYS, TRAILS, AND TRAILHEADS

- Purpose: Greenways link neighborhoods, parks, attractions, and natural areas through multi-use trails. They promote protection of natural areas, accessibility, and safe transportation.
- Site Selection: Consistent with a Bicycle, Pedestrian and Trails Master Plan.
- Amenities: Parking and restrooms at major trailheads, and possibly small parks along the trail.
- Lighting: Preferred security lighting at trailheads and along the trail.
- Signage: Mileage markers every .25 mile, interpretive kiosks as needed.
- Landscape Design: Coordinated planting in urban areas, limited planting in open space areas.
- Other: Connectivity to parks and other city attractions is desirable.
- Size: Typically 30 ft. width for greenbelts, urban trails usually 8 – 10 ft. wide.

MULTI-USE DETENTION BASINS

- Purpose: Combining stormwater management with recreational use. The suitability depends on the type of stormwater detention facility.
- Park-related uses in storm-drainage basins typically do not meet the City's parkland requirements and should only be considered under special circumstances with prior approval from the planning and parks and recreation Departments.
- Specify different elevations for various types of recreational use, ranging from informal turf areas to hard court game surfaces and structures.
- Design: Encourages natural aesthetics and variable contouring for interesting design.
- Side slopes: Should be 6:1 or flatter for ease of maintenance and accessibility.
- Basin bottoms: Minimum cross slope of 2% for positive drainage.
- Contouring: Recommended to create elevation variations and flood risk differentiation.
- Coordination: Joint-use detention/park facilities require specific designs that align with water quality/detention and park needs while minimizing maintenance. Coordination with the City's planning and engineering Departments is crucial during conceptual and final design.

Amenity Standards

BASEBALL FIELDS

- Youth Field Size: Preferred with a 225-foot outfield fence (minimum four-foot-high outfield fence) or alternate with a 215-foot outfield fence (six-foot-high outfield fence).
- Teen/Adult Field Size: Preferred with a 300-foot outfield fence (increasing to 400 feet in centerfield) with a minimum 8-foot-high outfield fence.
- Permanent backstop with a two-foot high concrete block and safety padding, and a 18-foot vertical fence (black vinyl coated chain link).
- Fencing: An eight-foot-high fence (Preferred: black vinyl coated chain link) from backstop to the end of the skinned infield foul poles at the outfield fence and a 12-foot-wide dual-gate opening on one sideline fence for field maintenance equipment access.
- Concrete block bin: 6-foot by 6-foot for ball field mix, located next to the 12-foot fence opening.
- Dugout: 21-foot by 7-foot with a 15-foot long player's bench with a backrest, 8-foot high fencing around the dugout, safety wing fencing inside to prevent foul ball entry, and a roof for shade.
- Pitching Mound: Raised pitching mound with two pitching rubbers (46-foot and 50-foot to home plate) for youth fields and one rubber for teen/adult fields (60-foot, 6-inches to home plate).
- Interior warm-up/practice pitching mound along sideline fences backing up to the outfield fence (46-foot distance from pitching rubber to plate), with slats or padding in the fence.
- Three-row covered bleachers (21-foot long) on a concrete pad on both baselines.
- 12-foot by 8-foot concrete pad for storage box, installed and funded by user groups.
- Conduit and pull boxes for future scoreboard.
- Remotely controlled athletic field lighting.



SOFTBALL FIELDS (YOUTH)

- Field size: Preferred with a 225-foot outfield fence with a 10-foot warning track and a 4-foot high outfield fence, or alternate with a 215-foot outfield fence with an 8-foot high outfield fence.
- Baselines and infield: 50-foot and 60-foot baseline with base sleeves on a completely skinned infield, home plate included.
- Permanent backstop: 2-foot high concrete block with safety padding and an 18-foot vertical fence (black vinyl coated chain link).
- Fencing: 8-foot high fence from backstop to the end of the skinned infield. Sideline and outfield fence on the 225-foot field (black vinyl coated chain link), and an outfield fence increasing to 8-foot high on the 215-foot field. Yellow safety top on outfield fence, foul poles at the outfield fence, and a12-foot wide dual-gate opening on one sideline fence for field maintenance equipment access.
- Concrete block bin: 6-foot by 6-foot for ball field mix, located next to the 12-foot fence opening.
- Dugout: 21-foot by 7-foot with a 15-foot long player's bench with a backrest, 8-foot high fencing around the dugout, safety wing fencing inside to prevent foul ball entry, and a roof for shade.
- No pitching mound. Three pitching rubbers (30-foot/35-foot/40-foot to home plate).
- Interior warm-up/practice pitching area along sideline fences, backing up to the outfield fence (30-foot/35-foot/40-foot to home plate distance from pitching rubber to plate), with slats or padding in the fence.
- Three-row covered bleachers (21-foot long) on a concrete pad on both baselines.
- 12-foot by 8-foot concrete pad for storage box, installed and funded by user groups.
- Conduit and pull boxes for a future scoreboard.
- Remotely Controlled athletic field lighting at community and regional parks.
- Concrete behind dugouts and in dugouts connected to park walkways.

SOFTBALL FIELDS (ADULT)

- Field size: 300-foot outfield fence with a 10-foot warning track and 8-foot high outfield fence.
- Baselines and infield: 60-foot/65-foot/70-foot/80-foot baseline with base sleeves on a skinned infield, home plate included. Bases specified by the City and provided by user groups.
- Permanent backstop: 2-foot high concrete block with safety padding and an 18-foot vertical fence (black vinyl coated chain link).
- Fencing: 8-foot high fence (black vinyl coated chain link) from backstop to the end of the skinned infield. 8-foot high sideline and outfield fence (black vinyl coated chain link) with a bottom rail and mow strip as a standard, foul poles at the outfield fence, and a12-foot wide dual-gate opening on one sideline fence for field maintenance equipment access.
- Concrete block bin: 6-foot by 6-foot for ball field mix located adjacent to the 12-foot fence opening.
- Dugout: 27-foot by 9-foot, including a 21-foot long player's bench with a backrest, 8-foot high fencing around the dugout, a safety wing fencing inside the dugout to prevent foul ball entry, and a roof for shade over the dugout.
- No pitching mound. Two pitching rubbers (50-foot/54-foot to home plate).
- Three-row covered bleachers (21-foot long) on a concrete pad on both baselines. Bleachers should be shaded with natural or structural components.
- 12-foot by 8-foot concrete pad for storage box, installed and funded by user group, approved and installed by City maintenance staff on the same side as the field mix bin.
- Conduit and pull boxes for a future scoreboard.
- Remotely controlled athletic field lighting at community and regional parks.
- Concrete behind dugouts and in dugouts connected to park walkways.
- Quick disconnect for water behind the pitcher's mound.

MULTIPURPOSE RECTANGULAR FIELDS (SOCCER, FOOTBALL, LACROSSE, FIELD HOCKEY)

- Field size: Regulation field (360-foot by 240-foot) or Limited space field (210-foot by 150-foot) with a 25-foot buffer on the same plane as the field without obstructions or drainage fixtures. The buffer applies to both field sizes.
- Goals: Portable, with the size specified by the user group and provided by the City.
- Bleachers or player's benches: Portable and shaded.
- Remotely Controlled athletic field lighting at community and regional parks.
- Surfacing to be natural grass or synthetic turf.

PLAYGROUNDS

- Playgrounds should enhance children's development, be safe, and provide various play opportunities.
- All play areas should be ADA accessible and use inclusive design.
- Playgrounds should be cost-effective in terms of maintenance and use durable equipment.
- Adult seating and water fountains should be provided near play areas.
- Playgrounds should be shaded and incorporate natural and creative play elements.
- Custom designs and equipment may be considered for special parks.
- Playground design should consider diversity and demographic characteristics.
- Playgrounds shall conform to ADA and safety regulations and provide a minimum of 80% shade during peak hours.
- A subsurface drainage system shall be provided.

SIGNAGE

- Signage types include identity, informational, interpretive, and regulatory signs.
- Signage should be uniform within types, complement each other, and align with park design.
- Use signage sparingly, ensuring legibility.
- Park identification/entry signs should be prominently placed, consistent in material and design, simple, and made of durable materials.
- Interpretive signage should include informative content when appropriate.





FURNISHINGS AND AMENITIES

- Furnishings should be consistent unless park design or theme necessitates otherwise.
- Furniture design should be complementary and use recycled content when feasible.
- Furnishings should be uniform, durable, and well-maintained.
- Trash cans should provide space for both trash and recycling, made of metal or concrete.
- Water fountains should be metal, with bottle fillers and dog bowls as appropriate.
- Lighting elements should enhance aesthetics, provide safety, and be energy efficient.
- Barbeques should be attractive and functional.
- Furniture designs should be made appropriate to the specific park requirements and constituents' needs.
- All furnishings should be easy to maintain, utilizing long-lasting materials and designs.

COURTS

- Hardcourt construction and reinforcement should adhere to the geotechnical report's guidelines to prevent stress cracking during monolithic pours; the score lines should be saw cut. Additionally, rebar dowels and sleeves must be used at all cold joints, with greased sleeves. The court's surface should provide a non-skid texture.
- It is preferable to orient the court along a north-south axis.
- When placing two or more courts side by side or end to end, maintain a minimum distance of ten feet between them.
- Basketball backboards should be made of all-steel material with an emulsion-type undercoat. Extensions should be constructed from galvanized steel and be six feet in length. Rims should be double-rimmed, accompanied by nylon nets. The poles should also be made of galvanized steel.
- All volleyball posts must be galvanized. The net posts should extend eight feet above the playing surface's finish. The net itself should feature a stainless-steel cable at the top and a rope along the bottom.
- A concrete curb, with a minimum width of eight inches and a consistent elevation, must enclose the sand around volleyball courts. Markings should be provided on the curb for laying out the court's rope.
- Sand for volleyball courts can either be clean, washed silica sand or clean, washed plaster sand, or "playground sand".
- Provide ample shade near court perimeter for participants and spectators.

OUTDOOR EXERCISE AREAS

- Outdoor exercise equipment can be consolidated into one area or dispersed throughout a park to create an exercise course.
- When grouping exercise equipment in one area, it's recommended to cluster equipment that requires safety surfacing to minimize the extent of safety surfacing needed.
- Outdoor exercise equipment should be located separately from playground equipment.
- If the exercise equipment doesn't necessitate the feet leaving the ground, the surfacing should be stable decomposed granite or concrete. In cases where the exercise equipment requires the feet to leave the ground, the surfacing should be poured-in-place rubber surfacing.
- Outdoor exercise equipment should be shaded with natural or structural components.

Site Standards

SOIL PREPARATION

- Native topsoil and vegetation should be retained and protected when practical.
- Soil preparation and amendments should be based on soil testing results from a certified agronomic testing laboratory.
- Disturbed soils should be restored to healthy soil function, such as stockpiling and reusing good quality site soil, tilling compost into site soils, or amending topsoil to a minimum depth of the planting root zone.
- Special soil treatments like sand layers should be considered for turf areas subject to higher use.
- Organic fertilizers and mycorrhizae are encouraged.
- Compacted subsoil should be loosened by ripping to 12" depth.
- Shrub and groundcover beds should be mulched after planting.
- Erosion control best management practices should be used during construction.

GRADING AND DRAINAGE

- All park projects are required to have effective drainage systems, directing water away from buildings, electrical enclosures, backstops, and irrigation controllers. Grading and drainage plans should adhere to the following:
  - » Walkways and Pedestrian Paving: Pedestrian walkways and monolithic surfaces made of concrete, asphalt, or unit pavers should have a maximum slope of 4.5%, with a maximum cross slope of 1.5%.
  - » Paving outside of street rights-of-way must comply with current Title 24 and ADA accessibility standards.
  - » Basketball and Volleyball Courts: Multipurpose paved courts should drain from end to end at a 1% slope.
  - » Tennis Courts: Drainage should occur from side-to-side or end to end at a 1% slope, with no high points at the net.
  - » Multi-Use Fields: These should have a minimum slope of 1.5% and a maximum slope of 2%.
  - » Softball and Baseball Fields: Skinned and turf infields should have a 1.5% slope, turf outfields should also have a 1.5% slope, with positive drainage away from home plate in all cases.
  - » Parking Areas: For asphalt surfaces, the minimum slope should be 1%, and the maximum slope is 4%, with a maximum cross slope of 4.5%. In areas where accessible parking is required, a maximum slope of 1.5% is allowed in any direction.
  - » Turf Areas: Passive recreation turf areas should have a minimum slope of 2% and a maximum slope of 20% (5:1).
  - » Shrub and Groundcover Areas: These areas should have a minimum slope of 2% and a maximum slope of 50% (2:1).
  - » Mulch Areas: Mulch areas should have a minimum slope of 2% and a maximum slope of 20% (5:1).



  - » Unpaved Trails (Developed parks): The minimum slope for trails should be 1.5%, with a maximum slope of 4.5% and a maximum cross slope of 1.5%, without exceptions.
- Storm Water Systems: The design of storm water and drainage systems must adhere to the guidelines outlined in the City of Palmdale Engineering Standards.
- Finished Grade: The finish grade for turf areas should be one inch below walks, mow curbs, or other paving. For shrub, groundcover, or mulch areas, the finish grade should be two inches below walks, mow curbs, or other paving.

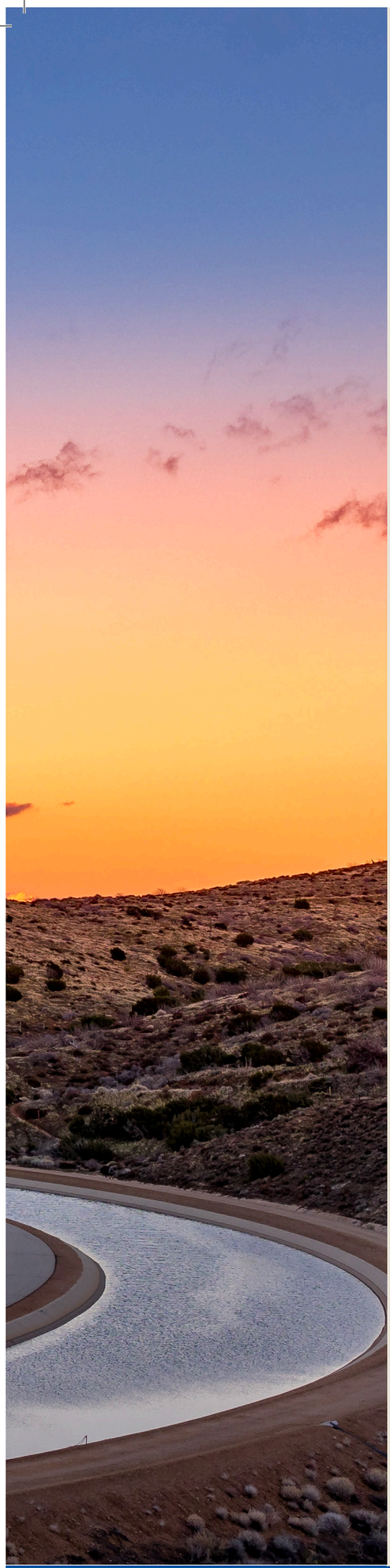
PLANTING (TREES, SHRUBS, GROUNDCOVER)

- Use appropriate and adaptable planting for Palmdale's environment and climate. Native plants are encouraged.
- Provide variety in color, texture, size, and seasonal interest.
- Protect and enhance native plant and wildlife habitat where feasible.
- Use low-water-use and drought-tolerant plants, reducing turf areas.
- Balance programmatic needs with the use of turf areas.
- Keep sightlines clear, cover ground for weed prevention, and screen utilities.
- Plant street trees along bounding streets if feasible.
- Comply with the City/ Regional approved species list.

WATER SAVINGS AND CONTROLS

- Group plantings based on water need.
- Replace turf with low-water-use plants.
- Conserve natural drainage.
- Integrate green infrastructure wherever possible.
- Use a central control irrigation system to maximize water savings.
- Ensure the irrigation system minimizes overspray onto impervious surfaces.
- Adhere to City of Palmdale Municipal Code regulations for outdoor watering times and water waste.





SECTION 9

WHERE WE GO FROM HERE – RECOMMENDATIONS AND ACTION PLAN

After analyzing the recurring themes and issues that emerged, BerryDunn developed recommended goals and objectives (i.e., system planning, maintenance, and capital planning) for City parks and recreational facilities, programs, and services. These recommendations focus on:

- Maintaining existing parks and facilities
- Developing new programs, services, and amenities
- Expanding programs, services, and amenities
- Increasing organizational efficiency
- Improving programming and service delivery
- Expanding financial opportunities
- Open space preservation

Each recommendation includes detailed goals, objectives, and action steps.

GOAL 1
Continue to Improve Organizational Efficiencies

OBJECTIVE 1.1:

Continue to enhance and improve internal and external communication regarding Department activities and services.

Follow Marketing Best Practices Developed by Tripepi Smith, City's Marketing Consultant. The Department should work with communications staff to implement the following strategies:

- Measure What Matters
- Create Communication Plans for Major Initiatives
- Enhance the Department's Photo and Video Library

OBJECTIVE 1.2:

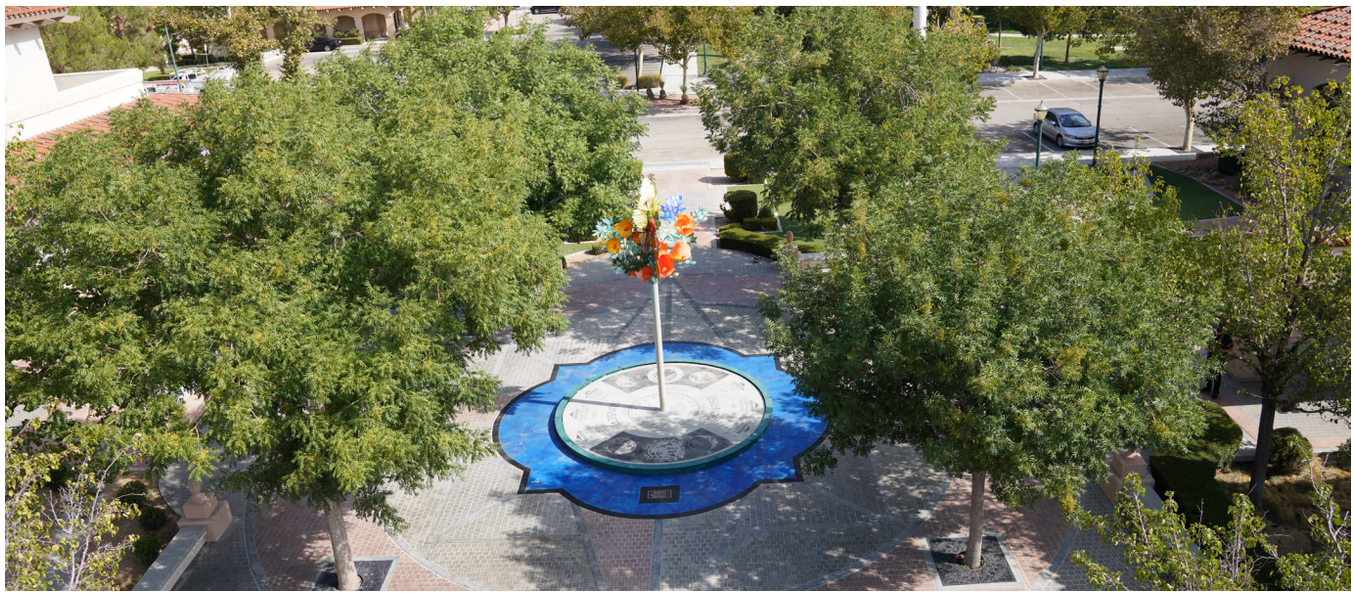
Explore opportunities to hire additional positions to supplement the existing staff in order to support current day-to-day operations, capital projects, and provide new recreational programming and service delivery.

To operate more effectively in the future and to implement the parks and recreation master plan recommendations, the Department will need to hire additional positions to supplement the existing staff to provide new programs and services.

The operations and maintenance area appears to be under-staffed for the number of parks, acres, trails, and the amount of natural area acreage the Department manage and Department administrative functions are also somewhat under-staffed.

The consultant team has determined that the Department will need between 7 and 10 additional positions to operate and expand its system over the next 10 years, notwithstanding an anticipated decrease in population. These positions may best serve the Department if a majority are dedicated to park operations and maintenance. Over time, there will be a need to increase the number of Full-Time Equivalent (FTE) positions for park maintenance workers I/II and maintenance helpers. Focus these resources on larger parks; smaller neighborhood parks may be more appropriate to remain contracted out. There is a need to focus on recruiting trades positions and put in place incentive opportunities to be competitive in the market.

This additional staffing will help ensure that staffing resource levels can maintain existing and new facilities, programs, and services at or above acceptable standards.



OBJECTIVE 1.3:

Explore opportunities using contract providers to increase recreational programming and service delivery.

Evaluate the potential for expanding relationships with contract providers looking for increased access to additional facilities, specifically gymnasiums. Expand program opportunities for fitness/wellness, environmental education, and adult non-sport programs. Add programs for teens, adults, and seniors. Continue to balance passive and active recreation as new programs and services are developed and implemented.

OBJECTIVE 1.4:

Enhance safety and security in parks and facilities.

Continue to address safety and security issues at parks and facilities. Add lighting where possible, specifically along walking/jogging pedestrian pathways and near restrooms, as these are the most commonly used amenities at parks and recreation facilities, design facilities and landscaping to enhance security. The Department should consider investment in cameras and/or other safety measures that may help to deter vandalism and other inappropriate behavior in parks. Promote the actual safeness of existing parks and facilities.

OBJECTIVE 1.5:

Enhance the relationship with local businesses Continue to work with local businesses and service organizations to create partnerships for programs and develop written agreements that define roles and responsibilities.

OBJECTIVE 1.6:

Work with other service providers to develop programs and services to meet demand and trends.

As program offerings and activities gain popularity, the Department should look for opportunities to expand programs while working with the other service providers within the City. Formalize agreements in writing with each service provider.

OBJECTIVE 1.7:

Investigate the feasibility of instituting a Parks District.

A Parks District could potentially help fund park development, improvements, and ongoing maintenance.



GOAL 2
Continue to Improve Programs and Service Delivery

OBJECTIVE 2.1:

Explore opportunities to offer more diverse programs based on demand and trends.

Program offerings for seniors, special events, outdoor recreation, and fitness and wellness programs were identified as a priority. The Department should continue to look for opportunities to offer these additional programs. The Department should engage businesses, nonprofits, and the community in development and support/operations of additional programs. Follow the recommendations identified in Section 4.0 Recreation Programs Analysis. Programming staff are encouraged to use this list of programs, sports, aquatics, cultural, and special events found in table 10 as a guide for future program offerings. Outdoor recreation and environmental education are the most important recreation areas to explore, followed by dance and general senior programming. Program areas to focus on in the next 5 to 10 years include senior programs, fitness and wellness, youth recreation, enrichment, and sports, special events including cultural events, arts, and aquatics/swimming lessons.

OBJECTIVE 2.2:

Efficiently manage existing programs and develop additional recreational opportunities.

The Department should first expand staffing levels to address the need of balancing program lifecycles by adding new and trending programs without deleting current successful programs. The community requested many new programs and services. Explore programs for all age groups.

The Department should continue to monitor recreational trends and community needs to stay current with programming and demand. As new programs and services are developed and implemented, it should continue to balance passive and active recreation.

OBJECTIVE 2.3:

Continue to develop affordable and equitable recreational opportunities.

The Department should continue to monitor the affordability of programming and services as well as evaluate program and facility fee increases.



GOAL 3
Improve and Expand Facilities, Parks, and Amenities

OBJECTIVE 3.1:

Continue to maintain and improve existing parks, facilities, and amenities.

A major factor identified by focus group and survey participants that would increase their use of facilities was the condition and maintenance of parks, facilities, and amenities. The City has done a good job with routine maintenance; however, asset replacement and upgrades to parks, facilities, and amenities need to be addressed. The age and annual usage of many facilities present additional challenges to maintain and upgrade. As the demand for usage of parks, trails, and facilities continues to grow, the City should look for opportunities to improve existing park sites and recreation amenities. The Department should continue to partner with other City Departments to express and monitor desired improvements when appropriate.

OBJECTIVE 3.2:

Add New Parks Or Components.

Based on the level of service analysis, the Department should look for opportunities to add new components at existing parks where service levels may be below the desired threshold. Refer to the Existing Conditions Report Recommendations section of this plan for those areas identified as most in need of improvement on a park-by-park basis. The Department should add trails, connect existing neighborhoods, and add future parks using the “Future Parks Priority Areas” identified in Section 10 of Envision Palmdale 2045 a complete community – City of Palmdale General Plan.

OBJECTIVE 3.3:

Upgrade comfort and convenience amenities at existing facilities.

As the Department upgrades and improves existing facilities, it should explore opportunities to add shade, storage, restrooms, drinking fountains/water bottle filling stations, security lighting, wayfinding and signage, and other amenities appropriately.

GOAL 4
Increase Financial Opportunities

OBJECTIVE 4.1:

Develop an updated Capital Improvement Plan.

Follow the recommendations outlined in Section 8.0. To plan and prioritize CIP projects, recommendations include balancing the maintenance of current assets with the development of new facilities.

OBJECTIVE 4.2:

Review existing fees and restructure to meet current and future funding realities.

The Department should evaluate current program and rental fees on a biennial basis for equity and assess whether the collection of fees is resulting in the appropriate cost recovery.

OBJECTIVE 4.3:

Explore additional funding options.

Several potential funding sources for the Department were identified during the potential funding exercise. The Department should use the results of the exercise as a guide for exploring new funding opportunities.

OBJECTIVE 4.4:

Explore opportunities to increase sponsorships.

The City's Sponsorship Development Team should explore new sponsorship arrangements for special events, programs, and activities. It should continue to explore additional sponsorship opportunities and build on existing sponsorships. All existing and future sponsorships should be evaluated to help ensure that they are accurately portrayed in a signed sponsorship agreement.

OBJECTIVE 4.5:

Explore community facilities districts for all new park development, and establishment of a foundation to act as a funding arm for the Department.

Mello-Roos is enabling legislation that allows a California special tax district that sells bonds and levies taxes to fund new or additional community facilities and services within specific boundaries.

Each special tax district is called a Community Facility District (CFD). Voters within each CFD must pass by a super-majority (2/3 approval), which gives it the ability to sell bonds to raise money to fund public improvements such as roads, schools, parks, police services, and other amenities desired by the community. It also provides the CFD with taxing authority on district residents when the tax is used to pay off the bond principal, interest, and administrative fees.



GOAL 5
Improve Maintenance and Operations

OBJECTIVE 5.1:

Explore opportunities to hire additional positions to supplement the existing staff in order to improve maintenance and operations of parks, facilities, programs, and services.

To operate more effectively in the future and to implement the comprehensive parks, recreation, and open space recommendations, the Department will need to hire additional positions to supplement the existing staff to provide new programs and services. The City's investment in parks and recreation is deficient in FTE, approximately 7 – 10 less FTE than the national median compared to similar-sized communities. Park maintenance and operations, and administrative staffing are both lower than other typical agencies.

OBJECTIVE 5.2:

Implement improved maintenance and operations procedures, such as a tiered system of park maintenance.

OBJECTIVE 5.3:

Implement operations and maintenance (O&M) estimating system, a commitment to always add O&M resources at the time any capital project is approved, and an asset management program.

The City does not have or utilize an operations and maintenance estimating system to accurately identify park maintenance costs. As a result, staffing has been reduced over time white introducing new requirements without necessarily providing accompanied resources. An O&M estimating system, a commitment to always add O&M resources at the time any capital project is approved, and an asset management program are required for high-functioning park maintenance and management.

OBJECTIVE 5.4:

Implement updated Integrated Pest Management program (IPM).

Use of safe pre-emergent products would likely reduce the level of effort required to maintain landscape areas.

OBJECTIVE 5.5:

Implement preventative maintenance schedule, such to assist the Department to be more efficient and effective.

The City suffers from decades of deferred maintenance. It is important to quantify and seek funding to remedy the deferred issues as deferred maintenance typically grows exponentially over time. Follow preventative maintenance schedule, to assist the Department to be more efficient and effective.

OBJECTIVE 5.6:

Maintenance contracts should be reevaluated.

Maintenance contracts should be reevaluated for both scope, price, and non-performance penalties with a focus on return on investment compared to the provision of park maintenance by internal staffing, as a primarily way to evaluate the contracts. Expanding use of contractors in specialty areas of turf care, and athletic fields may be helpful. Where possible, pair staff with contractors to create training opportunities.

GOAL 6
Address ADA, Accessibility at Parks and Facilities

OBJECTIVE 6.1:

Address ADA accessibility at all parks and facilities.

According to the ADA.gov website, "Access to civic life by people with disabilities is a fundamental goal of the ADA. To ensure that this goal is met, Title II of the ADA requires state and local governments to make their programs and services accessible to persons with disabilities... One important way to ensure that Title II's requirements are being met in cities of all sizes is through self-evaluation, which is required by the ADA regulations. Self-evaluation enables local governments to pinpoint the facilities, programs, and services that must be modified or relocated to ensure that local governments are complying with the ADA."

With over 10% of Palmdale's population reporting a disability, inclusive programming and careful attention of parks and facilities accessibility is important. The City should continue to implement recommendations from existing ADA transition plans specific to parks and recreation, regularly inspect existing parks and facilities, conduct self-evaluations, and update its transition plan to continue to improve accessibility for all citizens. As facilities are upgraded, the installation of inclusive amenities, playgrounds, and park equipment should be considered.





GOAL 7
Diversity/Equity/Inclusion

OBJECTIVE 7.1:

Address underserved areas of the community.

The City of Palmdale is growing more diverse, resulting in a need for cultural programs, marketing opportunities in diverse languages, etc. The community desires more program/community and cultural events and festivals. The community wants to be more involved, and not everyone has access to facilities.

GOAL 8
Conservation, Sustainability, Climate Action, and Resilience

OBJECTIVE 8.1:

Focus on Sustainability, Climate Action, and Resilience
The City of Palmdale General Plan - Envision Palmdale 2045 a complete community, has a focus on Conservation, Sustainability, Climate Action, and Resilience. The 2024 Parks and Recreation Master Plan has a similar focus.

GOALS, OBJECTIVES, AND ACTION STEPS

Goal 1: Continue to Improve Organizational Efficiencies

Objective 1.1:

Continue to enhance and improve internal and external communication regarding Department activities and services.

Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete
1.1.a Follow Marketing Best Practices Developed by Tripepi Smith, City's Marketing Consultant. The Department should work with communications staff to implement the following strategies: • Measure What Matters • Create Communication Plans for Major Initiatives • Enhance the Department's Photo and Video Library	$0	Staff time and cost of consultant	Short-term
1.1.b Review and update the marketing plan every five years.	$0	Staff time and direct expense	Ongoing
1.1c Continue to engage the community in current and future parks and recreation planning efforts.	$0	Staff time	Ongoing
1.1.d Using a mixed-method approach, continue to promote and create awareness of the programs and activities through the City website and social media.	$0	Staff time	Ongoing

Goal 1: Continue to Improve Organizational Efficiencies

Objective 1.2:

Explore opportunities to hire additional positions to supplement the existing staff in order to support current day-to-day operations, capital projects, and provide new recreational programming and service delivery.

Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete
1.2.a To operate more effectively in the future and to implement the parks and recreation master plan recommendations, the Department will need to hire additional positions to supplement the existing staff to provide new programs and services. The operations and maintenance area appears to be under-staffed for the number of parks, acres, trails, and the amount of natural area acreage the Department manage and Department administrative functions are also somewhat under-staffed: • 7 – 10 additional positions to operate and expand its system over the next 10 years,	$0	TBD pending number of positions added	Short-term
1.2.b In coordination with the budget process, request additional staff to meet the current need and future demand to maintain the established level of maintenance service. Hire and train staff for current and future parks, facilities, and amenities maintenance demands.	$0	TBD pending number of positions added	Short-term
1.2.c Hire, conduct orientation with, and train staff for current and future recreation programming, parks operations, and facility usage demands.	$0	Staff time	Mid-term

Goal 1: Continue to Improve Organizational Efficiencies

Objective 1.3:

Explore opportunities using contract providers to increase recreational programming and service delivery.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
1.3.a Evaluate the potential for developing relationships with contract providers looking for increased access to additional facilities, specifically gymnasiums.	$0	Staff time	Short-term; ongoing
1.3.b Expand program opportunities for fitness/ wellness, environmental education, and adult non-sport programs. Add programs for teens, adults, and seniors.	$0	Staff time	Short-term; ongoing
1.3.c Continue to balance passive and active recreation as new programs and services are developed and implemented	$0	Staff time	Mid-term
Objective 1.4: **Enhance the perceptions related to safety and security in parks and facilities.**			
1.4.a Continue to address safety and security issues at parks and facilities. Add lighting where possible, specifically along walking/jogging pedestrian pathways and near restrooms, as these are the most commonly used amenities at parks and recreation facilities. Design facilities and landscaping to enhance security.	Depends on the level of lighting improvements	Additional maintenance/ utilities cost	Short-term; ongoing
1.4.b The Department should consider investment in cameras and/or other safety measures that may help to deter vandalism and other inappropriate behavior in parks.	Depends on the number of cameras added	Additional maintenance/ utilities cost	Short-term; ongoing

Goal 1: Continue to Improve Organizational Efficiencies

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
Objective 1.4: **Enhance the perceptions related to safety and security in parks and facilities.**			
1.4.c Promote the actual safeness of existing parks and facilities. Include in marketing efforts.	$0	Staff time and marketing materials	Short-term; ongoing
Objective 1.5: **Enhance the relationship with local businesses.**			
1.5.a Look for local businesses and service organizations to create partnerships for programs and develop written agreements that define roles and responsibilities.	$0	Staff time	Short-term; ongoing
Objective 1.6: **Work with other service providers to develop programs and services to meet demand and trends.**			
1.6.a As program offerings and activities gain popularity, the Department should look for opportunities to expand programs while working with the other service providers within the City. Formalize agreements in writing with each service provider.	$0	Staff time	Short-term; ongoing
Objective 1.7: **Investigate the feasibility of instituting a Parks District.**			
1.7.a Investigate a Parks District to help fund park development, improvements, and ongoing maintenance.	$0	Staff time	Short-term; ongoing

Goal 2: Continue to Improve Programs and Service Delivery

Objective 2.1:

Explore opportunities to offer more diverse programs based on demand and trends.

Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete
2.1.a Program offerings for special events, outdoor recreation, non-sport youth programs, aquatic programs, and youth sport leagues were identified as a priority. The Department should continue to look for opportunities to offer these additional programs. The Department should engage businesses, nonprofits, and the community in development and operations of additional programs. Follow the recommendations identified in Section 4.0 Recreation Programs Analysis. Program areas to focus on in the next 5 to 10 years include senior programs, fitness and wellness, youth recreation, enrichment, and sports, special events including cultural events, arts, and aquatics/swimming lessons. There is a significant gap in programming for adults; given the population of adults in Palmdale. While approximately half of Palmdale's population is made up of adults 20 – 54 years old, only 9% of programming is dedicated to this age group.	$0	Staff time to plan and coordinate with alternative providers	Short-term
2.1.b Work with local schools, non-profits, local organizations, and artists to increase arts and cultural programming for all throughout Palmdale.	$0	Staff time to plan and coordinate with alternative providers	Short-term

Goal 2: Continue to Improve Programs and Service Delivery

Objective 2.2:

Efficiently manage existing programs and develop additional recreational opportunities.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
2.2.a The Department should first expand staffing levels to address the need to balance program lifecycles by adding new and trending programs without deleting current successful programs.	$0	Staff time, cost of additional positions	Short-term
2.2.b The community requested many new programs and services. Follow the recommendations identified in Section 4.0 Recreation Programs Analysis. The Department should continue to monitor recreational trends and community needs to stay current with programming and demand. As new programs and services are developed and implemented, it should continue to balance passive and active recreation.	$0	Staff time to plan and conduct events; required supplies	Short-term
2.2.c Grow programs that are focused on specific cultural experiences and/or celebrations.	$0	Staff time to plan with instructors conducting programs	Ongoing
2.2.d Work with other service providers to develop programs and services to meet demand and trends. As popularity in program offerings and activities increases, the Department should look for opportunities to expand programs while working with the other service providers within the City. Formalize agreements in writing with each service provider.	$0	Staff time	Ongoing



Goal 2: Continue to Improve Programs and Service Delivery

Objective 2.3:

Continue to develop affordable and equitable recreational opportunities.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
2.3.a As part of any fee structure, maintain a scholarship fund to help ensure equity and inclusion to programs and access to parks and amenities for the community. The Department should continue to monitor the affordability of programming and services as well as evaluate program and facility fee increases.	$0	Staff time; cost of scholarship programs	Short-term

Goal 3: Improve and Expand Facilities, Parks, and Amenities

Objective 3.1:

Focus on asset replacement and upgrades to parks, facilities, and amenities.

Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete
3.1.a A major factor identified by focus group and survey participants that would increase their use of facilities was the condition and maintenance of parks, facilities, and amenities. The City has done a good job with routine maintenance; however, asset replacement and upgrades to parks, facilities, and amenities need to be addressed. The age and annual usage of many facilities present additional challenges to maintain and upgrade. As the demand for usage of parks, trails, and facilities continues to grow, the City should look for opportunities to improve existing park sites and recreation amenities. The Department should continue to partner with other City Departments to express and monitor desired improvements when appropriate.	Specific to any projects	Additional staff for maintenance	Mid-term Priority
Objective 3.2 **Add new parks or components**			
3.2.a Based on the level of service analysis, the Department should look for opportunities to add new components at existing parks where service levels may be below the desired threshold. Refer to the Existing Conditions Report Recommendations section of this plan for those areas identified as most in need of improvement on a park-by-park basis.	See Section 8 Asset Evaluation beginning on page 89 of the master plan and Appendix 3	Staff time and potentially additional staff for maintenance	Short-term; ongoing Priority
3.2.b Address low-scoring components and amenities detailed in Section 8.0 of this report by upgrading, replacing, or repurposing components or amenities where appropriate.	See Section 8 Asset Evaluation beginning on page 89 of the master plan and Appendix 3	Staff time and potentially additional staff for maintenance	Short-term; ongoing Priority

Goal 3: Improve and Expand Facilities, Parks, and Amenities

Objective 3.2

Add new parks or components

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
3.2.c The Department should add trails and connect existing neighborhoods, using the "Future Parks Priority Areas" identified in Section 10 of Envision Palmdale 2045 a complete community – City of Palmdale General Plan. Increase miles of trails. Provide trailheads with basic amenities at all new trails.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.d The Department should add future parks using the "Future Parks Priority Areas" identified in Section 10 of Envision Palmdale 2045 a complete community – City of Palmdale General Plan. Provide 5.0 acres of parkland or open space per 1,000 residents. Ensure 90% of residents are within a 20-minute walk of a park, trailhead, open space, or recreation facility.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.e Co-locate schools and parks and partner with non-profit organizations to provide recreational opportunities.	N/A	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.f Prioritize underserved areas for development of new parks and recreation facilities. Encourage low-cost or free access for all Palmdale residents.	N/A	Staff time and potentially additional staff for maintenance	Short-term; ongoing Priority

Goal 3: Improve and Expand Facilities, Parks, and Amenities

Objective 3.2

Add new parks or components

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
3.2.g Work with local school districts to make campus recreation amenities available to surrounding neighborhoods and local sportsgroups during off-school hours.	N/A	Staff time and potentially additional staff for maintenance	Short-term; ongoing Priority
3.2.h Work with the private development community to incentivize creation of publicly accessible parkland.	N/A	Staff time and potentially additional staff for maintenance	Short-term; ongoing Priority
3.2.i Consider adding non-traditional type parks to extend the range of recreational opportunities available within the city, including linear parks, neighborhood parks, and remodeling vacant buildings for indoor recreation use.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.j Explore options to provide public recreation access using utility and drainage basins as safety permits.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.k Develop open space networks through preservation corridors to connect large open spaces. Explore acquiring trail easements or right-of-ways and pursue all available funding sources to provide trail acquisition and construction. To the extend feasible, ensure that trails are accessible to all.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing

Goal 3: Improve and Expand Facilities, Parks, and Amenities

Objective 3.2

Add new parks or components

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
3.2.l Work with private property owners, conservation agencies, and the County to expand and acquire natural open spaces and hillsides around the city.	N/A	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.m Incorporate the citywide multi-purpose trail network adopted under the General Plan into the regional trail system.	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing
3.2.n Use the Level of Service findings found in Section 8.0 What We Have – Parks and Facilities Inventory and Assessment and Parks Capital Improvement Plan, to add additional recreation amenities. • Pocket/HOA Parks (204 acres) • Neighborhood Parks (418 acres) • Regional Parks (246 acres) • Baseball fields (3) • Basketball courts (8) • Tennis courts (12) • Volleyball courts (4) • Dog park (1)	See figures in Appendix 3.	Staff time and potentially additional staff for maintenance	Mid-term; ongoing

Objective 3.3

Upgrade comfort and convenience amenities at existing facilities

3.3.a As the Department upgrades and improves existing facilities, it should explore opportunities to add shade, storage, restrooms, drinking fountains/water bottle filling stations, security lighting, wayfinding and signage, and other amenities appropriately.	See figures in Appendix 3.	Additional staff or contract management for maintenance	Mid-term

Goal 4: Increase Financial Opportunities

Objective 4.1:

Develop an updated Capital Improvement Plan.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
4.1.a Follow the recommendations outlined in Section 8.0. To plan and prioritize CIP projects, recommendations include balancing the maintenance of current assets with the development of new facilities.	See figures in Appendix 3.	Additional staff or contract management for maintenance	Mid-term

Objective 4.2:

Review existing fees and restructure to meet current and future funding realities.

4.2.a The Department should evaluate current program and rental fees on a biennial basis for equity and assess whether the collection of fees is resulting in the appropriate cost recovery.	N/A	Staff time	Short-term Priority

Objective 4.3:

Explore additional funding options

4.3.a Several potential funding sources for the Department were identified during the potential funding exercise. The Department should use the results of the exercise as a guide for exploring new funding opportunities.	N/A	Staff time	Short-term; ongoing
4.3.b Pursue grant opportunities and philanthropic donations.	N/A	Staff time	Mid-term

Goal 4: Increase Financial Opportunities

Objective 4.4:

Explore opportunities to increase sponsorships.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
4.4.a The City's Sponsorship Development Team should explore additional sponsorship opportunities and build on existing successful sponsorships.	N/A	Staff time	Ongoing
4.4.b The City's Sponsorship Development Team should work to ensure that all existing and future sponsorships are accurately portrayed in signed sponsorship agreements.	N/A	Staff time	Short-term

Objective 4.5:

Explore community facilities districts for all new park development, and establishment of a foundation to act as a funding arm for the Department.

4.5.a Explore special community facilities tax district that sells bonds and levies taxes to fund new or additional community facilities and services within specific boundaries.	N/A	Staff time	Ongoing

Goal 5: Improve Maintenance and Operations

Objective 5.1:

Explore opportunities to hire additional positions to supplement the existing staff in order to improve maintenance and operations of parks, facilities, programs, and services.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
5.1.a To operate more effectively in the future and to implement the comprehensive parks, recreation, and open space recommendations, the Department will need to hire additional positions to supplement the existing staff to provide new programs and services. The City's investment in parks and recreation is deficient in FTE, approximately 7 – 10 less FTE than the national median compared to similar-sized communities. Park maintenance and operations, and administrative staffing are both lower than other typical agencies.	N/A	TBD pending number of positions added	Short-term; ongoing
5.1.b In coordination with the budget process, request additional staff to meet the current need and future maintenance and operations demand to maintain the established level of maintenance service. Hire and train staff for current and future parks, facilities, and campgrounds maintenance demands.	N/A	TBD pending number of positions added	Short-term; ongoing
Objective 5.2: **Implement improved maintenance and operations procedures.**			
5.2.a Implement a tiered system of park maintenance.	N/A	Staff time	Short-term; ongoing

Goal 5: Improve Maintenance and Operations

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
Objective 5.3: **Implement O&M estimating system, a commitment to always add O&M resources at the time any capital project is approved, and an asset management program.**			
5.3.a Implement an Operations & Maintenance (O&M) estimating system and an asset management program.	N/A	Staff time and cost of software systems	Short-term; ongoing
5.3.b Commit to always add Operations & Maintenance (O&M) resources at the time any capital project is approved.	N/A	TBD pending number of positions needed and resources needed	Short-term; ongoing
Objective 5.4: **Implement updated Integrated Pest Management program (IPM).**			
5.4.a Implement an IPM, using safe pre-emergent products would likely reduce the level of effort required to maintain landscape areas.	N/A	Staff time and cost supplies	Short-term; ongoing
Objective 5.5: **Implement preventative maintenance schedule to assist the Department to be more efficient and effective.**			
5.5.a Follow preventative maintenance schedule to assist the Department to be more efficient and effective.	N/A	Staff time and cost materials and supplies	Short-term; ongoing

Goal 5: Improve Maintenance and Operations

Objective 5.6:

Maintenance contracts should be reevaluated.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
5.6.a Maintenance contracts should be reevaluated for scope, price, and non-performance penalties with a focus on return on investment compared to the provision of park maintenance by internal staffing, as a primary way to evaluate the contracts. Expanding use of contractors in specialty areas of turf care, and athletic fields may be helpful. Where possible, pair staff with contractors to create training opportunities.	N/A	Staff time and cost of contracts	Short-term; ongoing

Goal 6: Address ADA Accessibility at All Parks and Facilities

Objective 6.1:

Address ADA accessibility at all parks and facilities.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
6.1.a With over 10% of Palmdale's population reporting a disability, inclusive programming and careful attention of parks and facilities accessibility is important. The City should continue to implement recommendations from existing ADA transition plans specific to parks and facilities. There are number of individuals with disabilities in the community that may greatly benefit from increased services. As part of any renovation, redesign, or redevelopment of parks and amenities, consider input from members of the community with special needs.	Determined by City ADA transition plan	Depending on projects	Short-term

Goal 7: Diversity/Equity/Inclusion

Objective 7.1:

Address underserved areas of the community.

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
7.1.a The City of Palmdale is growing more diverse, resulting in a need for cultural programs, marketing opportunities in diverse languages, etc. The community desires more program/ community and cultural events and festivals. Community wants to be more involved.	N/A	Staff time	Annually
7.1.b Create marketing plan specific to various underserved communities.	N/A	Staff time, project costs TBD	Annually
7.1.c Address Diversity, Equity, and Inclusion: • Promote and advertise scholarship opportunities • Set up registration software to allow demographic self-reporting • Establish program planning and evaluation cycles (i.e., add DEI question in customer survey) • Develop DEI-focused staff training plan • Conduct program and language audits by experts for cultural relevancy and accuracy • Establish role as a career pathway provider	N/A	Staff time	Short-term

Goal 8: Conservation, Sustainability, Climate Action, and Resilience

Objective 8.1:

Focus on Sustainability, Climate Action, and Resilience

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
8.1.a Enhance ecosystems and other existing or future natural open spaces through restoration, redesign, and ongoing maintenance practices. Target – 80% of residents have nearby access to natural or open space within 20 minutes.	N/A	Staff time, project costs TBD	Short-term
8.1.b Reduce/mitigate impacts of urban heat islands. Target – 30% of heat trapping surfaces converted to green space or reflective materials, 40% tree canopy cover.	N/A	Staff time, project costs TBD	Short-term
8.1.c Implement the City's landscape plant list and use of low-water plants in new or renovated landscape areas.	N/A	Staff time, project costs TBD	Short-term
8.1.d Implement rainwater capture and use of cisterns for outdoor watering purposes were possible.	N/A	Staff time, project costs TBD	Short-term
8.1.e • Design open spaces to provide multiple climate and sustainability functions. • Plant additional trees in parks and open spaces to sequester carbon, provide shade, contribute to stormwater management, provide habitat, and enhance community character. • Prioritize native plants and pollinator-friendly plants. • Integrate green infrastructure stormwater management practices into the design of open spaces and parks. • Incorporate cool pavement practices to reduce the urban heat island effect.	N/A	Staff time, project costs TBD	Short-term

Goal 8: Conservation, Sustainability, Climate Action, and Resilience

Objective 8.1:

Focus on Sustainability, Climate Action, and Resilience

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
8.1.f Convert Tejon Park to open space to provide a significant ecological area to protect irreplaceable biological resources for the community.	N/A	Staff time, project costs TBD	Short-term
8.1.g Protect significant ecological areas in and around the City, including, but not limited to sensitive flora and fauna habitat areas. Continue enforcing the City's Native Vegetation Ordinance to protect western Joshua trees and Juniper trees. Identify and preserve to the greatest extent feasible significant ecological areas for consideration for open space conversation including Tejon Park and Barrel Springs.	N/A	Staff time, project costs TBD	Short-term
8.1.h Preserve significant natural and constructed open spaces that give the city its distinct form and identity.	N/A	Staff time, project costs TBD	Mid-term
8.1.i Implement the standards adopted under the City's Hillside Management Ordinance for new development to maintain areas of scenic and open spaces within hillside areas.	N/A	Staff time, project costs TBD	

Goal 8: Conservation, Sustainability, Climate Action, and Resilience

Objective 8.1:

Focus on Sustainability, Climate Action, and Resilience

Actions	Capital Cost Estimate	Operational Budget Impact	Time Frame to Complete
8.1.j Utilize the City's discretionary land use approval process to locate and retain areas for open space. Develop guidelines.	N/A	Staff time, project costs TBD	Mid-term
8.1.k Mitigate natural hazards to open spaces into the open space network to ensure public health, safety and welfare while preserving open space.	N/A	Staff time, project costs TBD	Mid-term
8.1.l Identify and utilize all available funding sources for acquisition and maintenance of open space areas for public benefit.	N/A	Staff time, project costs TBD	Mid-term
8.1.m Preserve open space by cooperating with private and public entities whose goals are to preserve natural and constructed open space.	N/A	Staff time, project costs TBD	Mid-term
8.1.n Develop criteria and guidelines to identify how to establish land trust open space locations.	N/A	Staff time	Short-term



IMPLEMENTATION GUIDELINES AND STRATEGIES

The following is a list of suggestions for successful implementation of the Parks and Recreation Master Plan.

These elements represent the commitment and discipline required to integrate the process into daily operations, now and in the future.

The Parks and Recreation Master Plan becomes the guidepost for the Department. When decisions or responses to the community are needed, the plan becomes the reference point for decision-making and whether new issues or responses to the community are of higher importance than what has been established as existing direction.

The Parks and Recreation Master Plan information should be included as part of the new employee orientation program.

Post the plan on the website and track results of addressing the recommendations on the site. This will assist in providing the community with information about the Department's strategic direction and its commitment to results. It might also be helpful to develop a color brochure of key highlights of the plan to distribute to interested partners and community members to provide a quick snapshot of the plan.

A staff member or team should have the responsibility of being the project manager or "champion" of the plan's implementation to help ensure success. This champion is responsible for monitoring the plan's progress and works with other Department staff, City leadership, and other City Departments to effectively integrate the plan within operations.

A staff member or team should be assigned accountability for each recommendation. The project lead will have responsibility for tracking progress of the plan.

Regular reporting of the Parks and Recreation Master Plan's progress should occur. Divide the plan into separate fiscal years and report one year at a time, as an ongoing annual work plan. Each action item for the year should include a list of strategies that support its completion. The strategies are developed prior to each year for the upcoming list of action items and are developed by the staff members involved in completing the action item. It is the project leader's responsibility to report on their action items in a quarterly report. A suggestion is to enter each year's data on a spreadsheet or strategic planning software that lists the goals, objectives, action items, start dates, completion dates, and the name of the staff member responsible for completion of the action item.

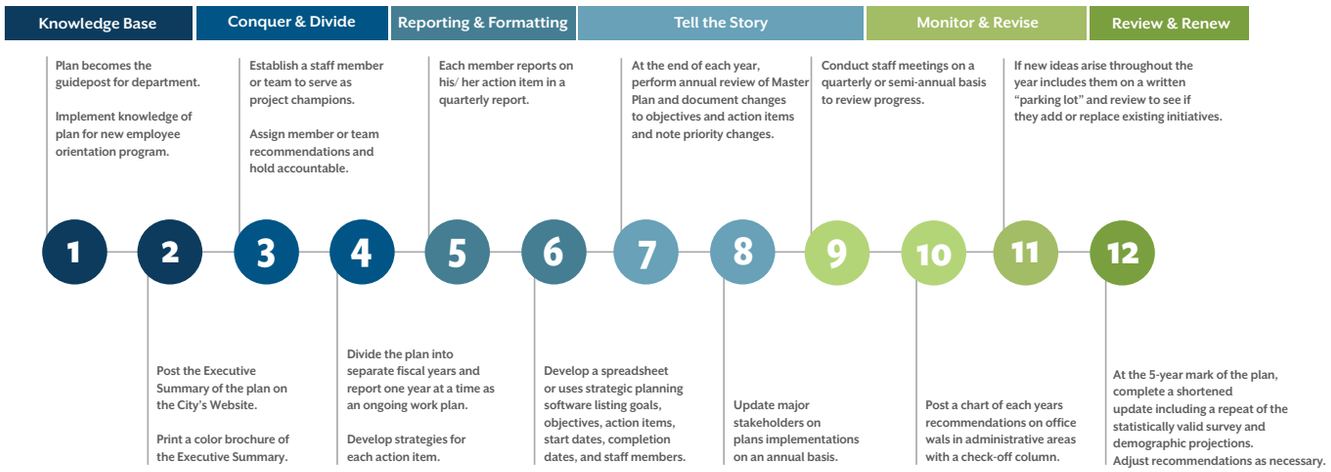


Figure 31: Implementation Guidelines – Strategies for Success

At the end of the year, perform an annual review of the Parks and Recreation Master Plan and document any changes to objectives and action items to reflect changes in priorities. This process can be included at an annual review meeting in which successive years' objectives and action items are discussed as part of the annual budget process. Action items will tie into both the operating and capital budget processes.

Update major stakeholders on the plan's implementation and results on an annual basis.

Conduct staff meetings on a quarterly or semiannual basis to review the progress on implementation of the plan.

Post a chart of each year's recommendations on office walls in administrative areas with a check-off column designating completion as part of a visual management program.

If there are ideas for new strategies that arise throughout the year, include them on a written "parking lot" and review them as part of the annual just-in-time review to determine if they change or replace any existing strategies or action items.

At the five-year mark of the plan, complete a shortened update, including repeating the statistically valid survey and demographic projections. Adjust the existing recommendations as necessary.



CITY OF PALMDALE, CA ■ Parks and Recreation Master Plan

CITY OF PALMDALE
a place to call home

PARKS AND RECREATION
APPENDIX



2024





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ALEIDOSCO
PALMDALE'S MUSIC & ART FESTIVAL



APPENDIX 1

Parks and Recreation Master Plan Survey



PALMDALE
PARKS & RECREATION

CITY OF PALMDALE

PARKS AND RECREATION MASTER PLAN SURVEY REPORT



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RRC

INTRODUCTION

- The purpose of this study was to gather community feedback on the City of Palmdale parks, recreation facilities, amenities, future planning, communication, and more.
- This survey research effort and subsequent analysis were designed to assist the City of Palmdale in developing a plan to reflect the community's needs and desires.



RRC

RESEARCH METHODS

1 **Statistically Valid (Invitation Survey)**

Paper surveys were mailed to a systematic random sample of residential addresses in the City Palmdale, with the option to complete online through password protected website (1 response per household). The survey was also available online in Spanish. After initial invites were delivered, additional reminder postcards were sent, and phone calls were made to survey recipients to help encourage responses. In total, 227 invitation surveys were completed, yielding a +/-6.5% Margin of Error (MOE) at a 95% confidence level, indicating a successful statistically valid survey effort. Acceptable margin of error used by most survey researchers usually falls between 4% and 8% at the 95% confidence level.

227 Invitation surveys completed
+/- 6.5% Margin of Error

2 **Open Link Survey**

In addition to the Invitation Survey, the online survey was later made available to all Palmdale stakeholders in English and Spanish to further strengthen the scope and outreach of the survey effort. This Open Link Survey was promoted through multiple social media posts, email distribution lists, and QR codes were posted at all parks and recreation facilities. Targeted outreach was also done to reach youth in the area.

1,074 Open Link surveys completed

4,500 SURVEYS & 4,500 POSTCARDS MAILED

1,301
TOTAL SURVEYS COMPLETED

RRC

WEIGHTING THE INVITE DATA

1

To ensure the survey data represents Palmdale demographics from U.S. Census Data, results were weighted by age, gender, and ethnicity.

2

The weighting procedure, which is typical in survey research, applies a calculated multiplier to each response from under- and over-represented demographic groups across all questions on the survey.

The weighting process changed the results only slightly, but ultimately makes the results more representative and accurate.

5 RRC

KEY FINDINGS

Two samples were collected in the survey effort, the statistically-valid Invite sample and the Open link sample, which had a very strong response of over 1,000 responses. Together they provide an excellent source of input on topics addressed through the survey. Survey results are presented in formats that compare responses from each sample, along with an overall response. **In general, responses from the Open link survey are similar to the Invite, a positive finding that it indicates a more general consensus across the two samples.**

Respondents show higher levels of satisfaction with the Palmdale Amphitheater, the recreation centers and special events. About a quarter of each sample rated park and facility safety a 1 or a 2 on a scale of 1-5 with 1 being "not at all satisfied."

Respondents generally agree that the City of Palmdale's communication on parks and recreation facilities, sports leagues and programs is moderately effective with an average of 3.4 out of 5 for the Invite sample and 3.5 for the Open links sample. A total of 39% of the Invite sample said improved communications about offerings would help increase their use of parks and recreation facilities. Respondents prefer a variety of communication methods with the top four being newsletters, emails, the City website and social media.

RRC

KEY FINDINGS

City parks/open space, and pathways/trails are rated as the most important facilities, however, both rated lower in terms of meeting the needs of the community.

Addressing safety and security at parks and recreation facilities would help increase their use, along with more lighting and shade. Walking/jogging pedestrian pathways and restrooms are the most commonly used amenities at parks and recreation facilities by both samples.

The top future priorities to be added, expanded or improved upon for facilities and parks are safety and security at parks, park amenities and neighborhood parks. Special events, outdoor recreation and senior programs are the top future priorities for programs and special events.

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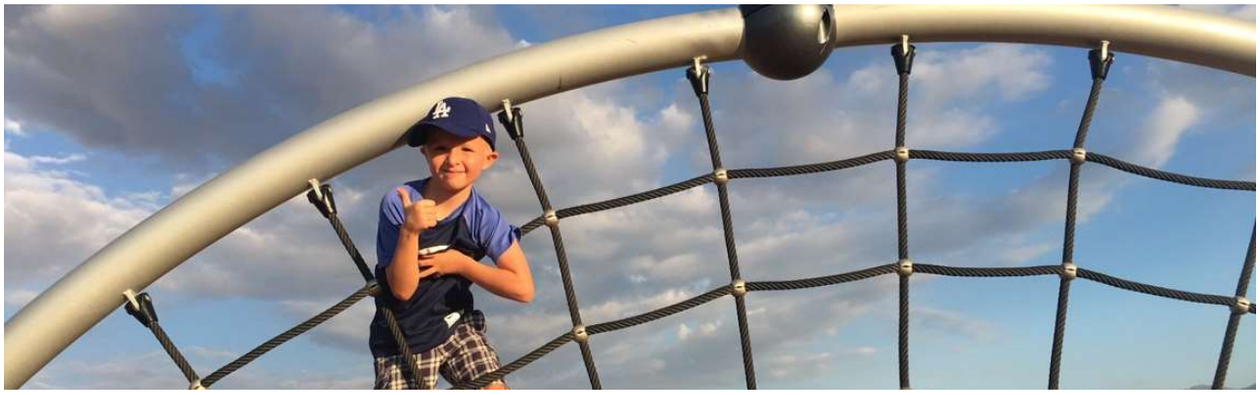
KEY FINDINGS

Respondents generally feel that fees are acceptable for the value received for both programs and facility reservation.

Both samples agree that providing a high level of safety and security at facilities is the most important purpose for the City of Palmdale. Ensuring parks and recreation opportunities are accessible and affordable to all residents were also rated as highly important.

RRC

VALUES & VISION



Parks, recreation, trails, and open space opportunities are offered in Palmdale for a variety of purposes and to serve the needs of a diverse population. Please mark the box for how important each of the following purposes in Palmdale is to you and your household.

			Percent Responding: 1 & 2	3	4 & 5	
Provide a high level of safety and security at facilities	Invite	Avg. 4.7 n=205	4%	6%	81%	91%
	Open	Avg. 4.7 n=610	3%	4%	83%	93%
Ensure parks & recreation opportunities are accessible to all residents (including safe walkable routes, trail connections, and transportation options)	Invite	Avg. 4.5 n=203	4%	9%	70%	87%
	Open	Avg. 4.5 n=615	3%	11%	72%	86%
Ensure facilities and programs are affordable to all residents of Palmdale	Invite	Avg. 4.5 n=206	3%	8%	65%	89%
	Open	Avg. 4.5 n=614	3%	9%	71%	88%
Encourage active lifestyles and promote health, wellness, and fitness	Invite	Avg. 4.5 n=208	5%	10%	67%	86%
	Open	Avg. 4.4 n=618	5%	12%	67%	83%
Ensure environmental sustainability in park design and maintenance practices	Invite	Avg. 4.3 n=205	7%	10%	53%	83%
	Open	Avg. 4.2 n=610	7%	16%	57%	77%
Protect environmental resources and preserve land in its natural state	Invite	Avg. 4.2 n=205	6%	16%	54%	79%
	Open	Avg. 4.1 n=602	10%	17%	54%	73%
Offer cultural events, festivals, and activities to reflect diversity & inclusivity	Invite	Avg. 4.0 n=200	14%	13%	49%	73%
	Open	Avg. 4.0 n=606	16%	16%	52%	68%
Offer activities for residents to meet, socialize, and interact	Invite	Avg. 4.0 n=203	11%	16%	46%	73%
	Open	Avg. 4.1 n=606	8%	21%	49%	71%
Focus on historic preservation	Invite	Avg. 3.8 n=202	12%	29%	60%	
	Open	Avg. 3.7 n=604	18%	23%	60%	
Other (specify):	Invite	Avg. 4.4 n=24	14%	7%	74%	79%
	Open	Avg. 4.1 n=76	14%	13%	67%	72%

Source: RRC

DEMOGRAPHICS



GENDER & AGE

The Invite sample was weighted by age and gender using US Census data to more accurately represent the City of Palmdale.

Please indicate the gender with which you identify:

	Invite	Open	Overall
Female	48%	62%	59%
Male	47%	29%	34%
Prefer not to answer	3%	6%	5%
I prefer to identify as:	2%	3%	3%
n=	215	641	856

What is your age?

	Invite	Open	Overall
Under 25	1%	5%	4%
25-34	11%	17%	15%
35-44	21%	28%	26%
45-54	19%	18%	18%
55-64	17%	19%	18%
65-74	17%	12%	13%
75 or older	15%	2%	5%
n=	213	634	847

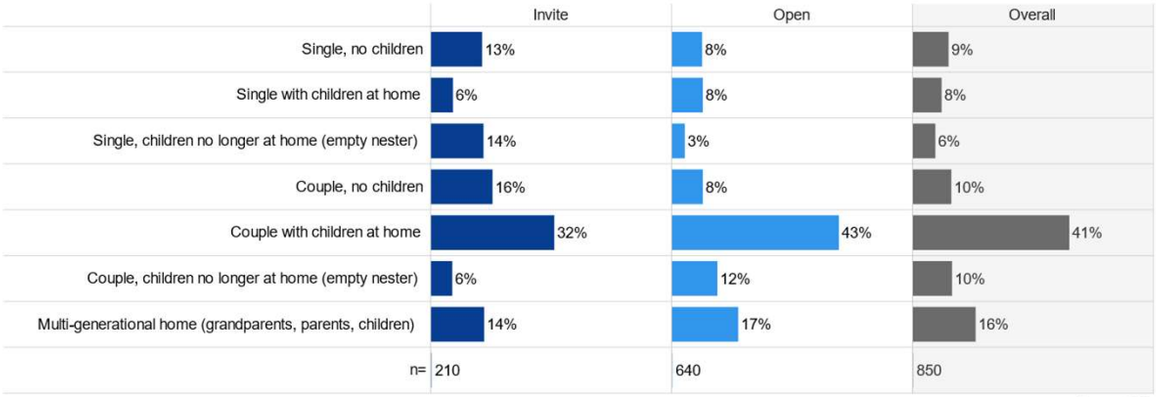
Source: RRC

RRC

HOUSEHOLD MAKEUP

Couples with children at home primarily makeup both samples.

Which of these categories best applies to your household?

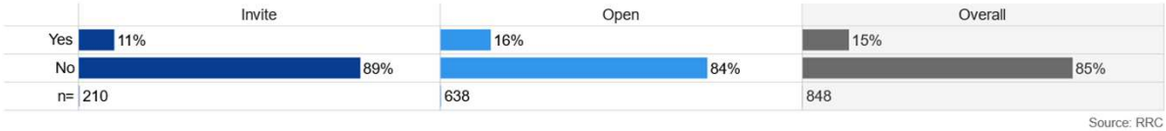


Source: RRC

DOG OWNERSHIP & ADA NEEDS

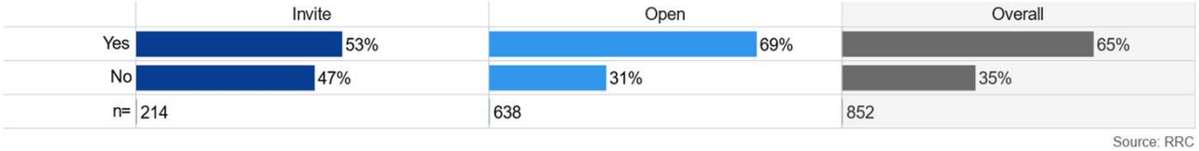
A total of 11% of the Invite sample does have a need for ADA-accessible facilities and services, and slightly more than half own a dog (53%). A slightly larger percentage of the Open link sample have a need for ADA-accessibility and are more likely to have a dog at home.

Does your household have a need for ADA-accessible (Americans with Disabilities) facilities and services?



Source: RRC

Do you or someone in your household own a dog?



Source: RRC

ETHNICITY & RACE

The Invite sample was weighted by ethnicity to better represent the community.

Are you of Hispanic, Latino, or Spanish Origin?

	Invite	Open	Overall
Yes	61%	49%	52%
No	39%	51%	48%
n=	210	622	832

What race do you consider yourself to be? (CHECK ALL THAT APPLY)

	Invite	Open	Overall
Hispanic or Latino	51%	42%	44%
White	31%	47%	43%
Two or more races	11%	11%	11%
Black or African American	10%	13%	12%
American Indian and Alaska Native	4%	3%	3%
Asian	3%	4%	4%
Middle Eastern or North African	1%	1%	1%
Filipino - American	1%	3%	2%
Native Hawaiian and Pacific Islander	1%	2%	2%
n=	204	607	811

Source: RRC

INCOME

Which of these categories best describes the total gross annual income of your household (before taxes)?

	Invite	Open	Overall
Under $25,000	5%	7%	7%
$25,000-49,000	19%	12%	14%
$50,000-74,999	20%	16%	17%
$75,000-99,999	16%	20%	19%
$100,000-149,999	25%	24%	24%
$150,000-199,999	9%	12%	11%
$200,000-249,999	3%	6%	5%
$250,000 or more	3%	4%	3%
n=	188	571	759

Source: RRC

LIVING IN PALMDALE



LENGTH OF TIME IN PALMDALE

Respondents are longer-term residents in the City of Palmdale. A total of 63% of the Invite sample have lived in the City for more than 11 years, with an average of 17 years. Open link respondents have lived in the area for a slightly longer period of time.

How long have you lived in Palmdale? Enter 0 if less than a year.

	Invite	Open	Overall
Less than a year	3%	5%	5%
1 - 5 years	19%	13%	14%
6 - 10 years	16%	15%	15%
11 - 20 years	29%	31%	30%
More than 20 years	34%	37%	36%
Avg.	17.2	18.5	18.2
n=	227	891	1,118

Source: RRC

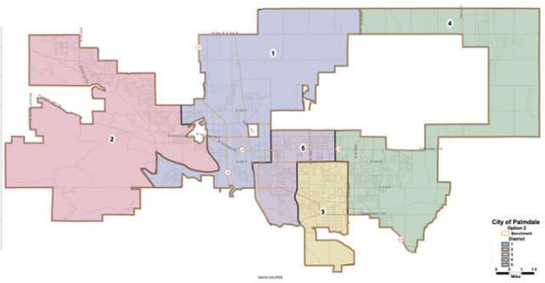
LOCATION IN PALMDALE

Responses were received from all Council Districts within the City.

According to the map below, in which Council District do you live?

	Invite	Open	Overall
District 1	13%	11%	12%
District 2	27%	27%	27%
District 3	19%	11%	13%
District 4	24%	15%	16%
District 5	17%	7%	9%
Not Identified		29%	24%
n=	227	1,074	1,301

Source: RRC



RRC

FAMILIARITY WITH PARKS AND RECREATION FACILITIES

Respondents are moderately familiar with the parks, facilities, recreation programs and sports leagues offered by the City of Palmdale. Nearly half of the Invite sample (48%) rated their familiarity a 4 or 5 on the 5-point scale, with an average rating of 3.4. The Open link sample is somewhat more familiar.

How familiar is your household with the parks, facilities, recreation programs, and sports leagues offered by the City of Palmdale?

	Invite	Open	Overall
1 - Not at all familiar	9%	6%	6%
2	15%	11%	11%
3	28%	28%	28%
4	27%	23%	23%
5 - Very familiar	21%	33%	30%
Avg.	3.4	3.7	3.6
n=	234	1,064	1,298

Source: RRC

RRC

SATISFACTION



How satisfied has your household been with the overall quality of Palmdale parks, facilities, programs, and sports leagues you've used in the past 12 months?

			Percent Responding: 1 & 2	3	4 & 5
Palmdale Amphitheater	Invite	Avg. 4.1 n=110	4%	24%	31% 41% 72%
	Open	Avg. 4.1 n=617	8%	17%	30% 45% 75%
Marie Kerr Recreation Center	Invite	Avg. 3.8 n=101	13%	23%	35% 29% 64%
	Open	Avg. 3.8 n=528	11%	26%	29% 33% 63%
Special Events (e.g., Springfest & Egg Hunt, Summer Concerts, Family Movie Nights)	Invite	Avg. 3.8 n=125	14%	24%	28% 34% 62%
	Open	Avg. 3.9 n=652	12%	20%	31% 37% 68%
Palmdale Oasis Recreation Center	Invite	Avg. 3.9 n=86	7%	33%	29% 32% 61%
	Open	Avg. 3.8 n=400	13%	25%	29% 33% 62%
Aquatic Facilities (Courson, McAdam, Palmdale Oasis and Marie Kerr Pools) & DryTown Water Park	Invite	Avg. 3.8 n=132	9%	28%	33% 30% 63%
	Open	Avg. 3.7 n=677	15%	25%	29% 31% 59%
Desert Sands & Marie Kerr Community Buildings	Invite	Avg. 3.7 n=90	7%	32%	37% 24% 61%
	Open	Avg. 3.5 n=449	16%	32%	28% 24% 52%
Parks	Invite	Avg. 3.7 n=178	9%	33%	35% 23% 58%
	Open	Avg. 3.6 n=814	18%	24%	33% 26% 58%
Palmdale Playhouse	Invite	Avg. 3.9 n=77	4%	33%	30% 33% 63%
	Open	Avg. 3.7 n=384	18%	23%	27% 33% 60%
Park Maintenance & Landscape	Invite	Avg. 3.6 n=167	17%	27%	31% 24% 56%
	Open	Avg. 3.6 n=741	16%	26%	29% 28% 58%
Legacy Commons, for Active Seniors	Invite	Avg. 3.5 n=64	20%	35%	30% 45%
	Open	Avg. 3.6 n=307	17%	28%	22% 32% 54%
Chris O'Leary & Marie Kerr Skateparks	Invite	Avg. 3.7 n=83	16%	18%	34% 32% 66%
	Open	Avg. 3.5 n=386	20%	30%	26% 25% 51%
Athletic Fields (diamond/rectangular)	Invite	Avg. 3.5 n=99	16%	33%	31% 20% 51%
	Open	Avg. 3.4 n=491	21%	32%	26% 21% 48%
Programs & Sports Leagues provided by the Department	Invite	Avg. 3.5 n=101	22%	26%	28% 24% 52%
	Open	Avg. 3.5 n=544	21%	30%	23% 26% 49%
Trails & Walking Paths	Invite	Avg. 3.6 n=161	17%	22%	34% 26% 61%
	Open	Avg. 3.4 n=673	23%	25%	26% 25% 51%
Park & Facility Safety	Invite	Avg. 3.3 n=139	23%	30%	28% 47%
	Open	Avg. 3.3 n=654	26%	27%	27% 20% 47%

Source: RRC

REASONS FOR DISSATISFACTION
OPEN-ENDED COMMENTS

If respondents answered a 1 or a 2 for satisfaction with Palmdale parks, facilities, programs, and sports leagues, they were asked why they were not satisfied or what actions the City could take to address their concerns. A total of 332 comments were collected, and the top words (verbatim) are shown below.

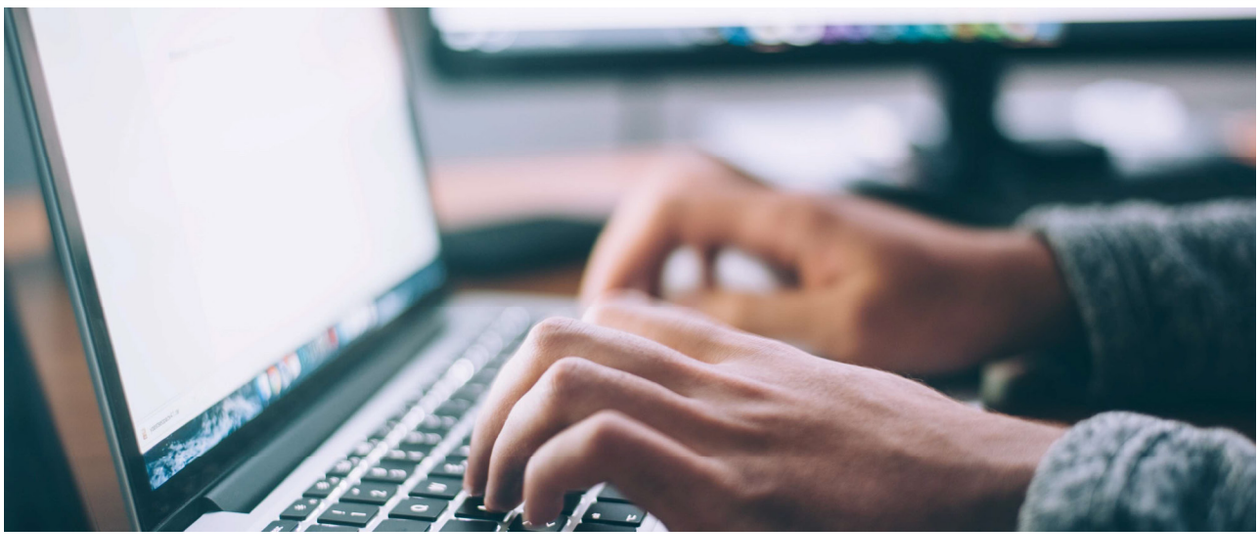
Common themes include:

- Increased safety and security
- Better maintenance of parks, facilities and fields
- More shade
- Differences between east side of Palmdale and west side
- Concerns about the unhoused population
- Lack of awareness of parks, facilities, programs and sports leagues
- Interest in more walking paths and trails



RRC

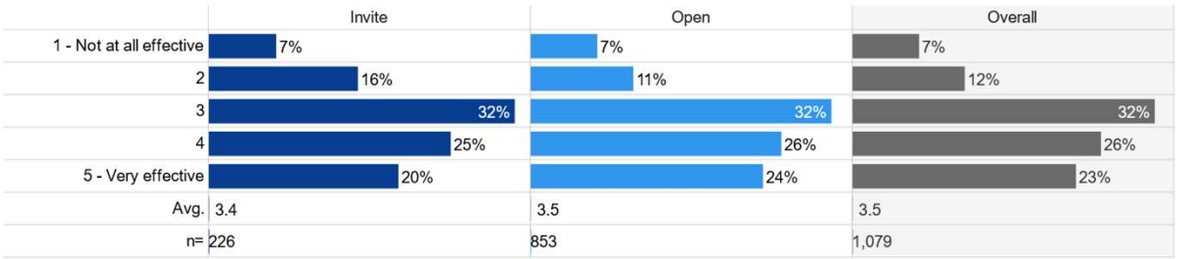
COMMUNICATION



COMMUNICATION

Respondents generally agree that the City of Palmdale's communication on parks and recreation facilities, sports leagues and programs is moderately effective with an average of 3.4 out of 5 for the Invite sample and 3.5 for the Open links sample. Nearly a quarter of the Invite sample rated the communication a 1 (not at all effective) or a 2.

How effective is Palmdale at reaching you with information on parks and recreation facilities, sports leagues, and programs?



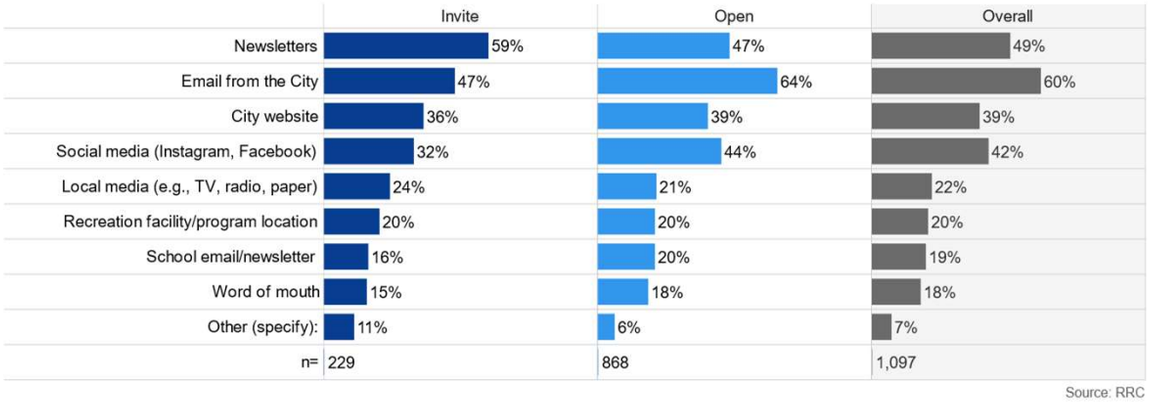
	Invite	Open	Overall
1 - Not at all effective	7%	7%	7%
2	16%	11%	12%
3	32%	32%	32%
4	25%	26%	26%
5 - Very effective	20%	24%	23%
Avg.	3.4	3.5	3.5
n=	226	853	1,079

Source: RRC

PREFERRED COMMUNICATION

Respondents prefer a variety of communication methods with the top four being newsletters, emails, the City website and social media. The Open link has a stronger preference for emails and social media.

What are the best ways for your household to receive information on Palmdale's parks, facilities, recreation programs, and sports leagues? (CHECK ALL THAT APPLY)



	Invite	Open	Overall
Newsletters	59%	47%	49%
Email from the City	47%	64%	60%
City website	36%	39%	39%
Social media (Instagram, Facebook)	32%	44%	42%
Local media (e.g., TV, radio, paper)	24%	21%	22%
Recreation facility/program location	20%	20%	20%
School email/newsletter	16%	20%	19%
Word of mouth	15%	18%	18%
Other (specify):	11%	6%	7%
n=	229	868	1,097

Source: RRC

CURRENT CONDITIONS



FACILITIES AND SPORTS LEAGUES - IMPORTANCE

For the following section, please rate how important the following recreation facilities and services are to your household. Please provide an answer whether or not you have used the facility or participated in the activity.

				Percent Responding: 1 & 2	3	4 & 5
City parks and open spaces	Invite	Avg. 4.4	n=218	8%	8%	65% 85%
	Open	Avg. 4.5	n=822	4%	9%	69% 88%
Pathways and trails	Invite	Avg. 4.2	n=217	11%	11%	57% 78%
	Open	Avg. 4.3	n=826	7%	10%	61% 83%
Special events (e.g., festivals, outdoor movies)	Invite	Avg. 4.0	n=219	12%	15%	47% 73%
	Open	Avg. 4.3	n=828	6%	12%	60% 82%
Youth recreation and sports leagues	Invite	Avg. 3.6	n=217	27%	10%	49% 63%
	Open	Avg. 4.0	n=825	16%	11%	58% 73%
Recreation centers (e.g., Legacy Commons, Palmdale Oasis and Marie Kerr Recreation Centers)	Invite	Avg. 3.9	n=220	14%	20%	45% 66%
	Open	Avg. 4.2	n=826	9%	16%	56% 75%
Athletic courts (e.g., basketball, tennis, volleyball, pickleball)	Invite	Avg. 3.7	n=217	23%	16%	43% 62%
	Open	Avg. 3.9	n=824	15%	16%	49% 68%
Athletic fields (e.g., baseball/softball, football, soccer)	Invite	Avg. 3.6	n=216	23%	13%	39% 63%
	Open	Avg. 3.9	n=827	16%	17%	48% 67%
Dog parks	Invite	Avg. 3.3	n=218	32%	16%	34% 51%
	Open	Avg. 3.5	n=820	25%	20%	38% 56%
Adult recreation and sports leagues	Invite	Avg. 3.3	n=218	29%	21%	30% 50%
	Open	Avg. 3.5	n=821	25%	22%	33% 53%
Other: (specify)	Invite	Avg. 4.0	n=46	17%	12%	58% 71%
	Open	Avg. 4.0	n=182	17%	13%	64% 70%

5 - Very Important
4
3
2
1 - Not at all Important

Source: RRC

- The top two most important recreation facilities and services are similar for both the Invite and Open link: City parks and open spaces, and pathways and trails.
- The Invite sample also feels that special events are highly important.
- The Open link sample feels stronger regarding the importance of youth recreation and sports leagues and recreation centers.
- Common mentions in the "other" category include aquatics facilities and lessons.

RRC

For the following section, please rate how well you think the recreation facilities and sports leagues currently meet the needs of the community. Please provide an answer whether or not you have used a facility or participated in the activity.

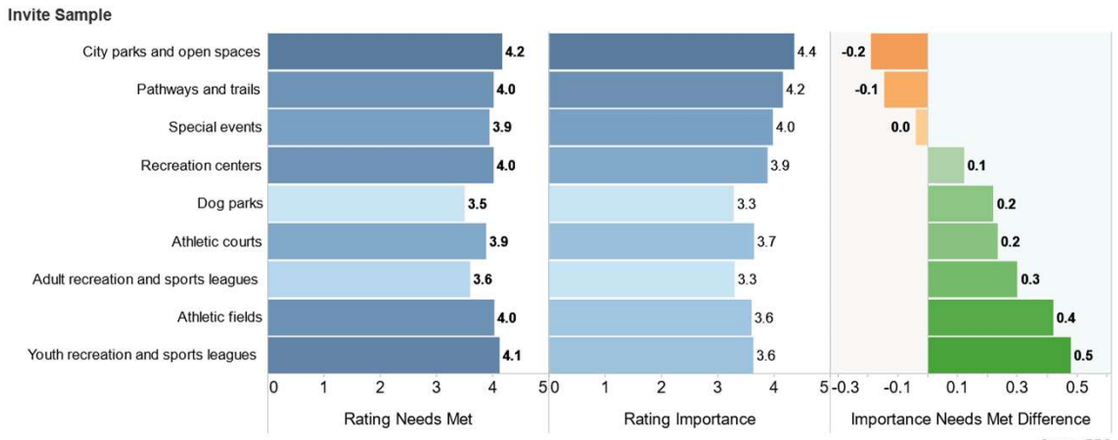
			Percent Responding: 1 & 2	3	4 & 5
City parks and open spaces	Open	Avg. 4.1 n=735	8%	21%	25% 46% 71%
	Invite	Avg. 4.2 n=186	6%	19%	23% 52% 75%
Recreation centers	Open	Avg. 4.0 n=668	9%	21%	26% 44% 70%
	Invite	Avg. 4.0 n=173	10%	21%	24% 45% 69%
Special events	Open	Avg. 4.0 n=722	9%	19%	29% 43% 72%
	Invite	Avg. 3.9 n=182	11%	23%	24% 42% 66%
Youth recreation and sports leagues	Open	Avg. 3.9 n=633	12%	23%	24% 41% 65%
	Invite	Avg. 4.1 n=153	8%	18%	24% 50% 74%
Pathways and trails	Open	Avg. 3.9 n=688	15%	20%	22% 42% 64%
	Invite	Avg. 4.0 n=180	10%	22%	20% 48% 68%
Athletic fields	Open	Avg. 3.9 n=660	12%	22%	27% 39% 66%
	Invite	Avg. 4.0 n=158	10%	20%	23% 47% 70%
Athletic courts	Open	Avg. 3.8 n=649	11%	24%	29% 35% 64%
	Invite	Avg. 3.9 n=160	12%	24%	22% 42% 64%
Dog parks	Open	Avg. 3.5 n=637	21%	24%	24% 31% 55%
	Invite	Avg. 3.5 n=158	24%	24%	18% 35% 53%
Adult recreation and sports leagues	Open	Avg. 3.5 n=523	21%	30%	20% 29% 49%
	Invite	Avg. 3.6 n=142	17%	28%	25% 31% 55%
Other: (specified previously)	Open	Avg. 3.3 n=89	29% 42%	7%	45% 52%
	Invite	Avg. 3.4 n=26	21% 23%	29%	37% 48%

Source: RRC

FACILITIES AND SPORTS LEAGUES - IMPORTANCE/NEEDS MET MATRIX

BY INVITE SAMPLE

The graph below highlights the differences between the average importance rating and the average rating for meeting the needs of the community or "satisfaction". The two areas where importance is slightly greater than satisfaction, City parks and open spaces, and pathways and trails.

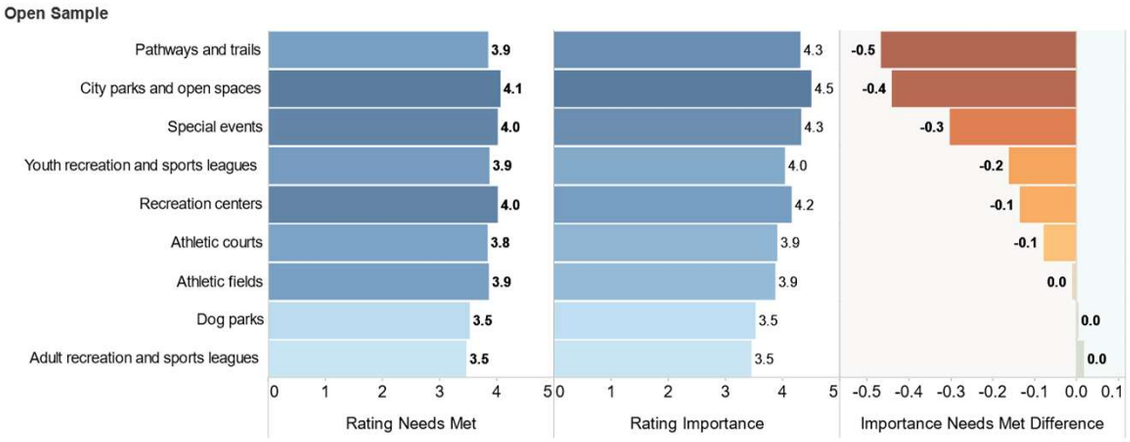


Source: RRC

FACILITIES AND SPORTS LEAGUES - IMPORTANCE/NEEDS MET MATRIX

BY OPEN LINK SAMPLE

There are greater differences between importance and satisfaction for the Open link sample, with pathways and trails and City parks and open spaces showing the greatest difference. There were also slight differences between special events, youth recreation and sports leagues, recreation centers, and athletic courts.



Average Importance-Performance Matrix

High importance/ Low needs met

These are key areas for potential improvements. Improving these facilities/programs would likely positively affect the degree to which community needs are met overall.

High importance/ High needs met

These amenities are important to most respondents and should be maintained in the future, but are less of a priority for improvements as needs are currently being adequately met.

These "niche" facilities/programs have a small but passionate following, so measuring participation when planning for future improvements may prove to be valuable.

Current levels of support appear to be adequate. Future discussions evaluating whether the resources supporting these facilities/programs outweigh the benefits may be constructive.

Low importance/ Low needs met

Low importance/ High needs met

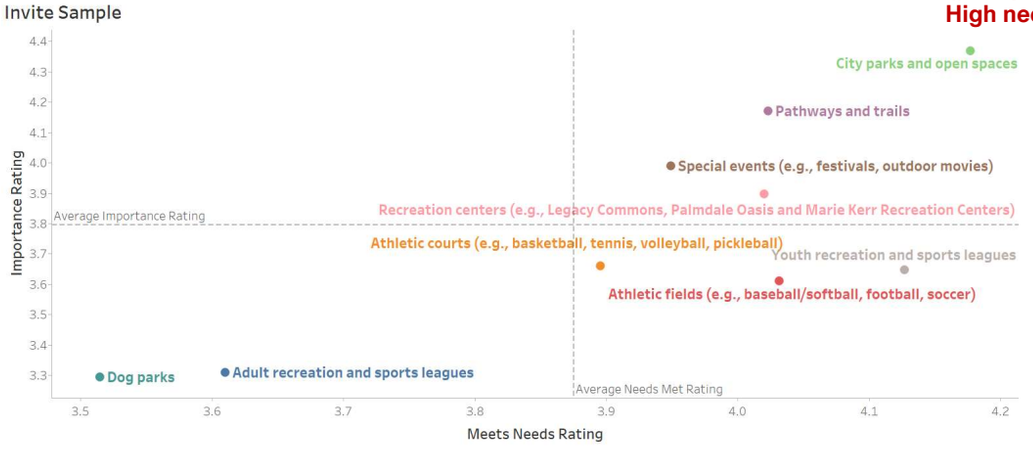
RRC

FACILITIES AND SPORTS LEAGUES - IMPORTANCE/NEEDS MET MATRIX

BY INVITE SAMPLE

The graph below maps the facilities and sports leagues on the average importance/needs met matrix as described in the previous slide. None of the categories fell into the high importance/low needs met quadrant, and four categories feel into the high importance/high needs met category, indicating overall satisfaction.

High importance/ High needs met



Source: RRC Associates

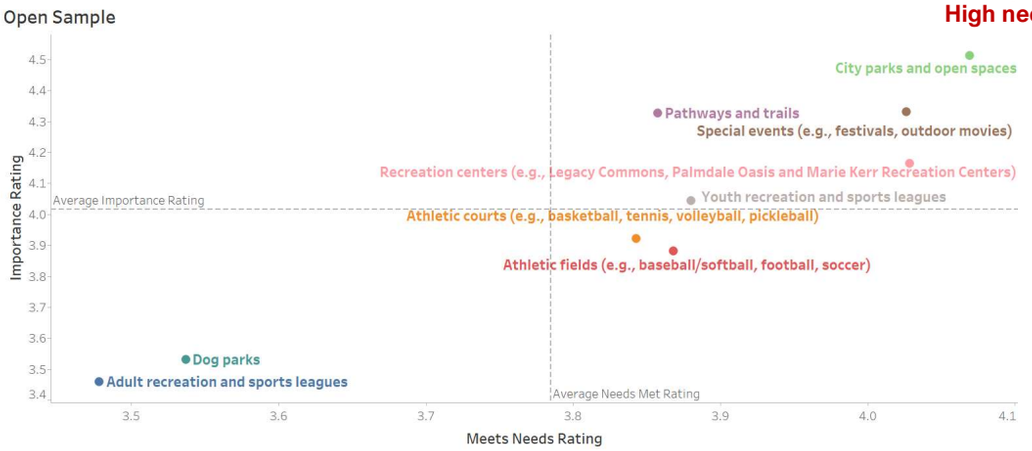
FACILITIES AND SPORTS LEAGUES - IMPORTANCE/NEEDS MET MATRIX

BY OPEN LINK SAMPLE

Five categories fell into the high importance/high needs met quadrant for the Open link:

- City parks and open spaces, pathways and trails, special events, recreation centers, and youth recreation and sports leagues

High importance/ High needs met



Source: RRC Associates

INCREASING USE

What are the most important items that, if addressed by the City of Palmdale, would increase your use of parks and recreation facilities? (CHECK ALL THAT APPLY)

	Invite	Open	Overall
Better safety and security	67%	64%	65%
More lighting (parks, trails, and facilities)	58%	50%	51%
More shade at parks	52%	62%	60%
Enhanced/maintenance of parks/facilities	48%	41%	43%
More programs/special events	47%	48%	48%
More facilities, fields, and amenities	42%	42%	42%
Improved communication about offerings	39%	36%	37%
Stronger enforcement of regulations	35%	38%	38%
Better customer service/staff knowledge	28%	20%	22%
Lower pricing/user fees	25%	30%	29%
WiFi connectivity	22%	21%	21%
Enhanced hours of operation	19%	23%	22%
Improved field playability	18%	20%	20%
Handicapped/disabled accessibility	12%	17%	16%
More parking	12%	16%	15%
Other (specify):	10%	10%	10%
n=	216	768	984

Source: RRC

- Better safety and security would help increase the use of parks and recreation facilities the most for both samples.
- More lighting and shade at parks, trails and facilities is also important for both Invite and Open link respondents.
- Less importance is placed on adding more parking.

AMENITY USE

Which of the following amenities does your household use when visiting Palmdale parks and recreation facilities? (CHECK ALL THAT APPLY)

	Invite	Open	Overall
Walking/jogging pedestrian pathways	70%	67%	67%
Restrooms	62%	71%	69%
Picnic shelters	47%	48%	48%
Playgrounds	46%	57%	54%
Athletic courts (e.g., basketball, tennis, volleyball, pickleball)	41%	44%	43%
Open space or turf	39%	40%	40%
Swimming pools	36%	46%	43%
Dog park	30%	36%	35%
Fitness equipment	24%	24%	24%
Rectangle athletic fields (e.g., soccer, football)	19%	23%	22%
Skate park	16%	17%	17%
Splash pad	16%	27%	25%
Diamond athletic fields (e.g., baseball, softball)	14%	21%	19%
Indoor gymnasium	13%	17%	16%
Disc golf	4%	6%	5%
Equestrian Center	3%	5%	5%
Bocce ball	1%	3%	2%
None of the above	5%	2%	2%
Other	6%	4%	5%
n=	222	768	990

Source: RRC

- Walking/jogging pedestrian pathways and restrooms are the most commonly used amenities by both samples.
- The Open link sample more frequently uses playgrounds, swimming pools, and splash pads and athletic fields.

FUTURE FACILITIES AND PROGRAMS



Please identify your household's priorities for recreation facilities, parks, programs, and special events to be added, expanded, or improved upon in Palmdale in the next 5 – 10 years.

			Percent Responding: 1 & 2	3	4 & 5
Safety/security at parks	Invite	Avg. 4.6 n=203	6%	6%	77% 88%
	Open	Avg. 4.7 n=676	2%	5%	83% 93%
Park amenities (e.g., restrooms, pavilions, lighting, shade)	Invite	Avg. 4.3 n=202	7%	14%	21% 59% 80%
	Open	Avg. 4.6 n=671	4%	6%	72% 90%
Community/neighborhood parks	Invite	Avg. 4.4 n=200	6%	10%	65% 84%
	Open	Avg. 4.5 n=663	4%	10%	68% 86%
Open space/natural areas/trails	Invite	Avg. 4.2 n=202	8%	12%	25% 56% 81%
	Open	Avg. 4.4 n=667	5%	12%	22% 62% 83%
Outdoor event space for festivals/special events	Invite	Avg. 4.0 n=199	12%	19%	23% 45% 69%
	Open	Avg. 4.2 n=660	7%	17%	21% 54% 76%
Aquatic facilities/pools	Invite	Avg. 3.8 n=197	14%	20%	29% 37% 66%
	Open	Avg. 4.1 n=668	12%	14%	56% 74%
Playgrounds	Invite	Avg. 3.8 n=197	16%	21%	21% 42% 63%
	Open	Avg. 4.1 n=672	13%	12%	55% 74%
Palmdale Amphitheater	Invite	Avg. 3.7 n=199	16%	24%	25% 35% 60%
	Open	Avg. 4.0 n=666	11%	19%	50% 70%
Splash pad water features/aquatic facilities	Invite	Avg. 3.5 n=196	22%	21%	26% 31% 57%
	Open	Avg. 3.9 n=668	17%	15%	51% 68%
Palmdale Playhouse	Invite	Avg. 3.5 n=193	21%	28%	21% 31% 51%
	Open	Avg. 3.7 n=655	18%	24%	22% 36% 58%
Outdoor athletic fields for regional tournaments (Sports Complex)	Invite	Avg. 3.4 n=192	22%	27%	23% 28% 51%
	Open	Avg. 3.4 n=653	27%	24%	33% 49%
Rectangular athletic fields (e.g., soccer, football)	Invite	Avg. 3.3 n=192	25%	28%	25% 22% 47%
	Open	Avg. 3.5 n=646	26%	22%	33% 52%
Dog parks	Invite	Avg. 3.0 n=192	25% 39%	20%	25% 42%
	Open	Avg. 3.2 n=650	31%	22%	28% 46%
Hockey/ice skating rink	Invite	Avg. 2.7 n=185	34% 47%	20%	20% 33%
	Open	Avg. 3.1 n=638	24% 37%	18%	30% 45%
Joe Davies Airpark	Invite	Avg. 3.2 n=191	26%	36%	21% 38%
	Open	Avg. 3.2 n=638	30%	27%	24% 43%
Diamond athletic fields (e.g., baseball, softball)	Invite	Avg. 3.0 n=186	32%	33%	35%
	Open	Avg. 3.1 n=636	31%	27%	20% 22% 42%
Skate parks	Invite	Avg. 2.8 n=189	25% 36%	31%	33%
	Open	Avg. 2.9 n=649	27% 40%	25%	20% 36%
Pickleball courts	Invite	Avg. 2.6 n=185	28% 44%	33%	23%
	Open	Avg. 2.8 n=646	28% 42%	27%	31%
Other Facility (specify):	Invite	Avg. 3.8 n=48	19%	19%	49% 62%
	Open	Avg. 3.7 n=171	24%	15%	50% 61%

Source: RRC

Please identify your household's priorities for recreation facilities, parks, programs, and special events to be added, expanded, or improved upon in Palmdale in the next 5 – 10 years.

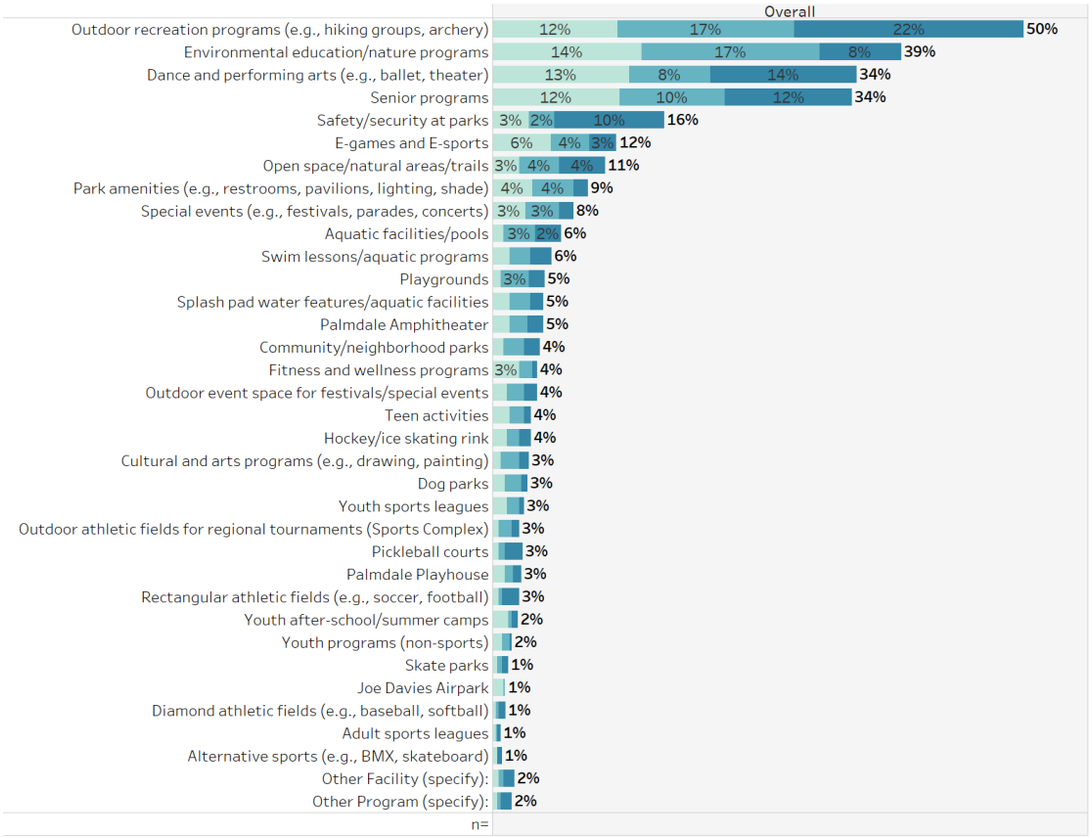
			Percent Responding: 1 & 2	3	4 & 5
Special events (e.g., festivals, parades, concerts)	Invite	Avg. 4.0 n=196	11%	17%	27% 45% 72%
	Open	Avg. 4.3 n=639	6%	13%	24% 57% 81%
Outdoor recreation programs (e.g., hiking groups, archery)	Invite	Avg. 4.0 n=191	10%	16%	30% 44% 74%
	Open	Avg. 4.2 n=643	9%	15%	22% 55% 77%
Youth programs (non-sports)	Invite	Avg. 3.9 n=184	17%	14%	21% 48% 69%
	Open	Avg. 4.0 n=635	14%	14%	19% 53% 72%
Swim lessons/aquatic programs	Invite	Avg. 3.8 n=193	16%	17%	29% 38% 67%
	Open	Avg. 4.1 n=649	12%	17%	53% 71%
Youth sports leagues	Invite	Avg. 3.8 n=187	17%	18%	18% 47% 65%
	Open	Avg. 4.0 n=631	16%	12%	19% 53% 72%
Cultural and arts programs (e.g., drawing, painting)	Invite	Avg. 3.9 n=190	13%	20%	27% 40% 67%
	Open	Avg. 4.0 n=638	11%	18%	22% 49% 71%
Youth after-school/summer camps	Invite	Avg. 3.8 n=189	21%	14%	51% 66%
	Open	Avg. 3.9 n=642	16%	14%	20% 50% 70%
Senior programs	Invite	Avg. 4.1 n=189	9%	19%	23% 49% 72%
	Open	Avg. 3.9 n=636	17%	14%	21% 47% 69%
Fitness and wellness programs	Invite	Avg. 4.0 n=196	11%	17%	28% 44% 72%
	Open	Avg. 4.0 n=647	10%	21%	23% 45% 69%
Teen activities	Invite	Avg. 3.8 n=189	20%	15%	20% 45% 65%
	Open	Avg. 3.9 n=636	16%	14%	21% 50% 71%
Environmental education/nature programs	Invite	Avg. 3.8 n=189	12%	24%	24% 39% 63%
	Open	Avg. 3.9 n=640	13%	19%	22% 46% 68%
Dance and performing arts (e.g., ballet, theater)	Invite	Avg. 3.6 n=188	19%	23%	22% 36% 58%
	Open	Avg. 3.9 n=639	15%	20%	20% 44% 64%
Alternative sports (e.g., BMX, skateboard)	Invite	Avg. 3.2 n=184	19% 30%	25%	18% 27% 44%
	Open	Avg. 3.4 n=632	28%	24%	33% 48%
Adult sports leagues	Invite	Avg. 3.2 n=188	28%	30%	22% 21% 43%
	Open	Avg. 3.2 n=616	20% 31%	24%	18% 26% 44%
E-games and E-sports	Invite	Avg. 2.7 n=183	30% 46%	24%	30%
	Open	Avg. 2.8 n=623	31% 44%	23%	21% 33%
Other Program (specify):	Invite	Avg. 4.1 n=21	6%	26%	56% 68%
	Open	Avg. 3.3 n=115	30% 37%	10%	44% 53%

Source: RRC

Appendix 1: Parks And Recreation Master Plan Survey

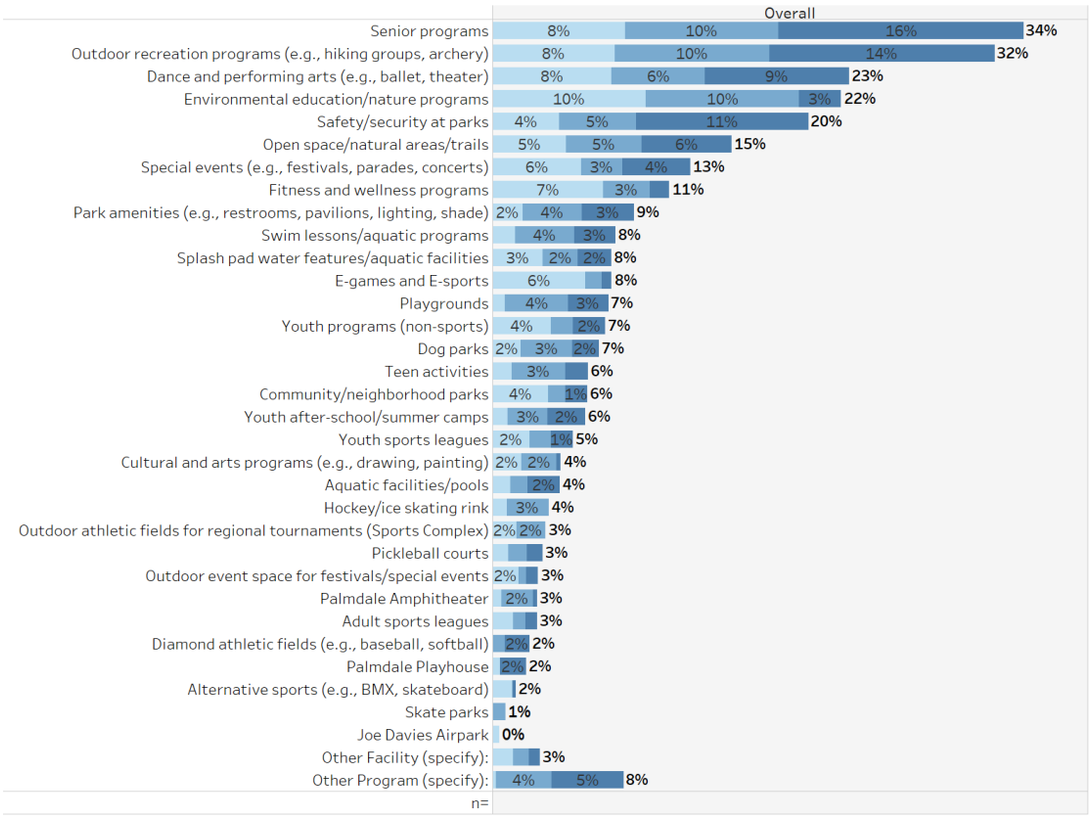
Which three items from the list in the previous question are the highest priorities for your household? Select your first, second, and third highest priorities.

Open



Which three items from the list in the previous question are the highest priorities for your household? Select your first, second, and third highest priorities.

Invite



CURRENT FEES

Respondents generally feel that fees are acceptable for the value received for both programs and facility reservation.

Recreation? (MARK ONLY ONE CIRCLE FOR PROGRAMS AND ONE CIRCLE FOR FACILITY

		Invite	Open	Overall
Programs	Fees are underpriced for the value received	1%	3%	2%
	Fees are acceptable for the value received	32%	45%	42%
	Fees are too high for the value received	17%	21%	20%
	Don't know/unsure	50%	31%	35%
	n=	208	639	847
Facility Reservation	Fees are underpriced for the value received		2%	2%
	Fees are acceptable for the value received	20%	25%	24%
	Fees are too high for the value received	12%	19%	18%
	Don't know/unsure	67%	54%	57%
	n=	172	559	731

Source: RRC

RRC

ADDITIONAL COMMENTS & SUGGESTIONS

Respondents were offered an opportunity at the end of the survey to provide any additional comments and suggestions for the City of Palmdale. A total of 370 additional comments were received. Common themes are outlined below, and a list of full responses is included in the Appendix.

SAFETY & SECURITY

"Main concern is safety, I want to feel safe taking my children to events, parks and programs."

"Safety is of utmost importance! As a community we need to do better."

SHADE

"Lots of improvement needed. Plant more trees! Create more shade. Update the baseball fields

"More shade please! Also, cleanliness is an issue I've faced as well. No one wants to use dirty benches/tables"

TRAILS & PARKS

"I think there needs to be more lights around the walking trail in the parks"

"I'd like more pocket parks. I'd also like activities such as corn hole, so that I can go to the park alone and have a way to socialize with other people."

MAINTENANCE/ UPKEEP

"Maintenance and security."

"More shade. Make bathrooms cleaner . Provide soap and mirrors in bathrooms. Provide clean bathrooms ."

THANK YOU

"Good job City of Palmdale and Parks and Recreation for conducting the survey. Hopefully future endeavors will truly reflex the needs and reasonable desire of the diverse culture."

"Parks and Recreation Department is awesome!!!"

RRC





APPENDIX 2

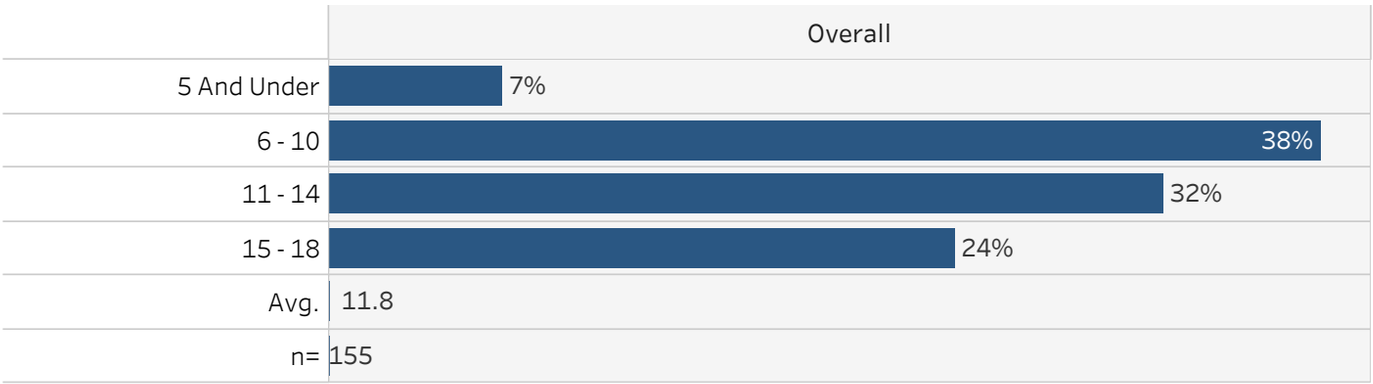
Parks and Recreation Master Plan Youth Intercept Survey

Palmdale Parks and Recreation Master Plan Youth Intercept Survey

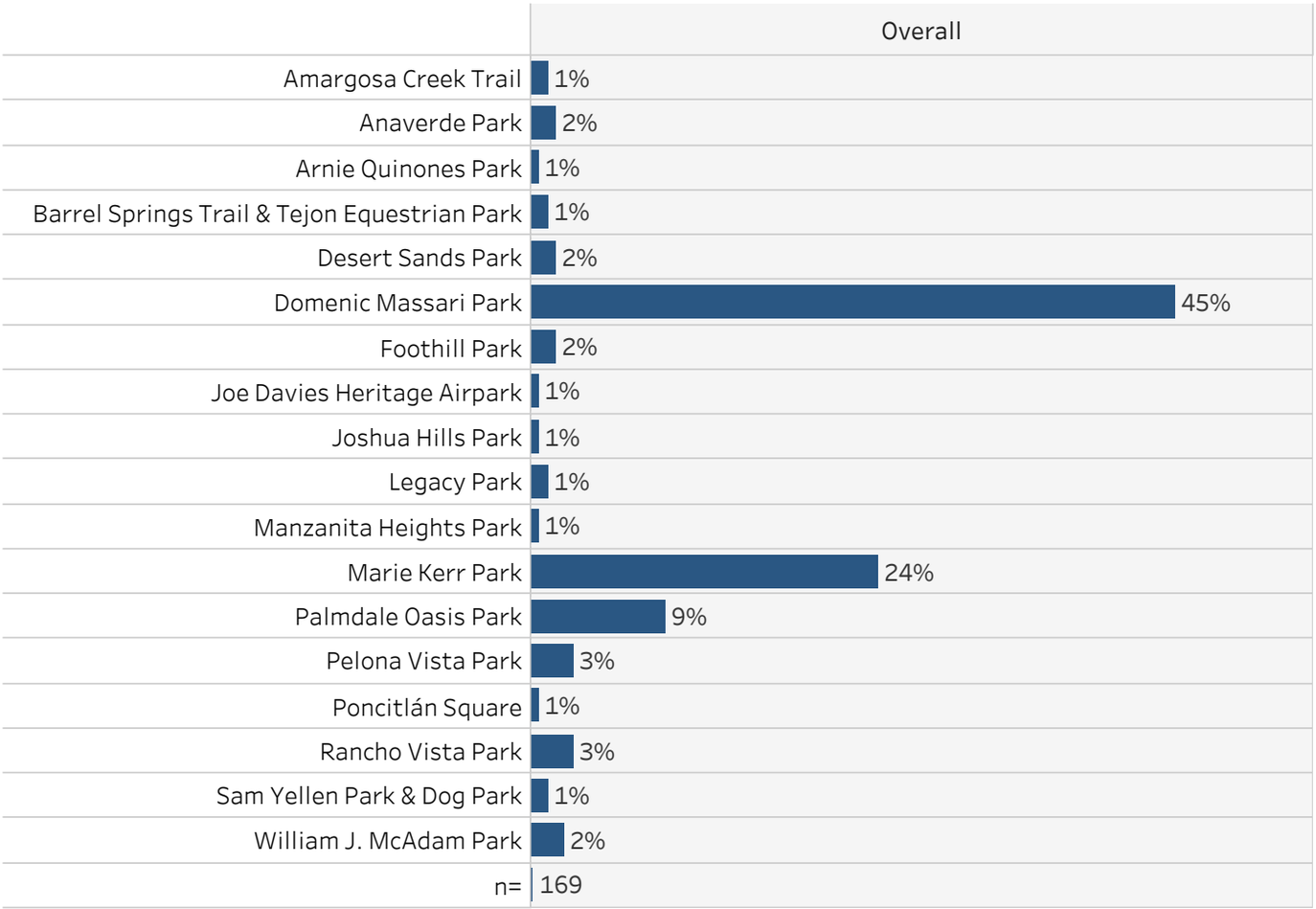
PALMDALE PARKS & RECREATION

RRC

How old are you?



What is your favorite park?

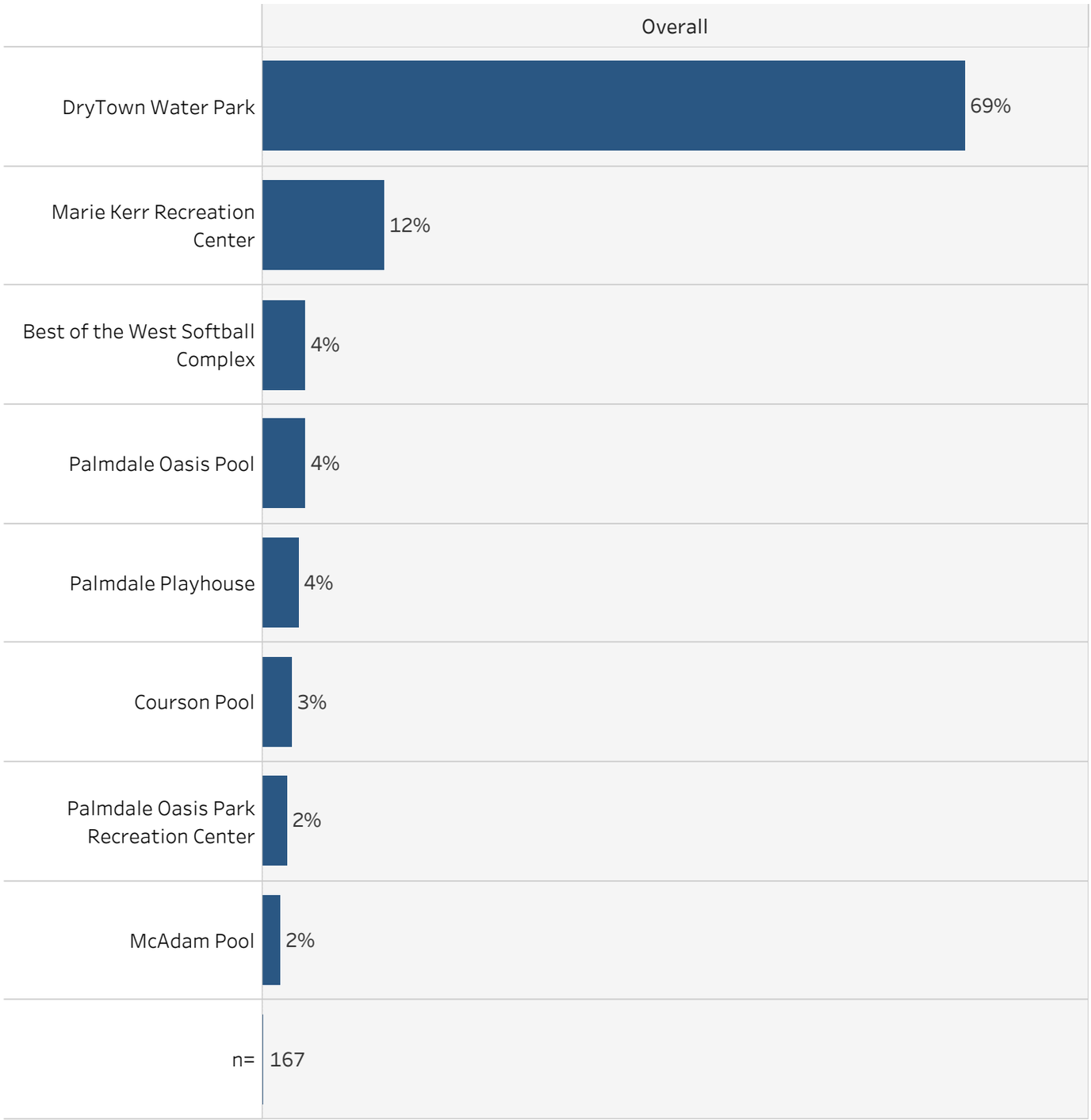


Palmdale Parks and Recreation Master Plan Youth Intercept Survey

PALMDALE PARKS & RECREATION

RRC

What is your favorite facility?

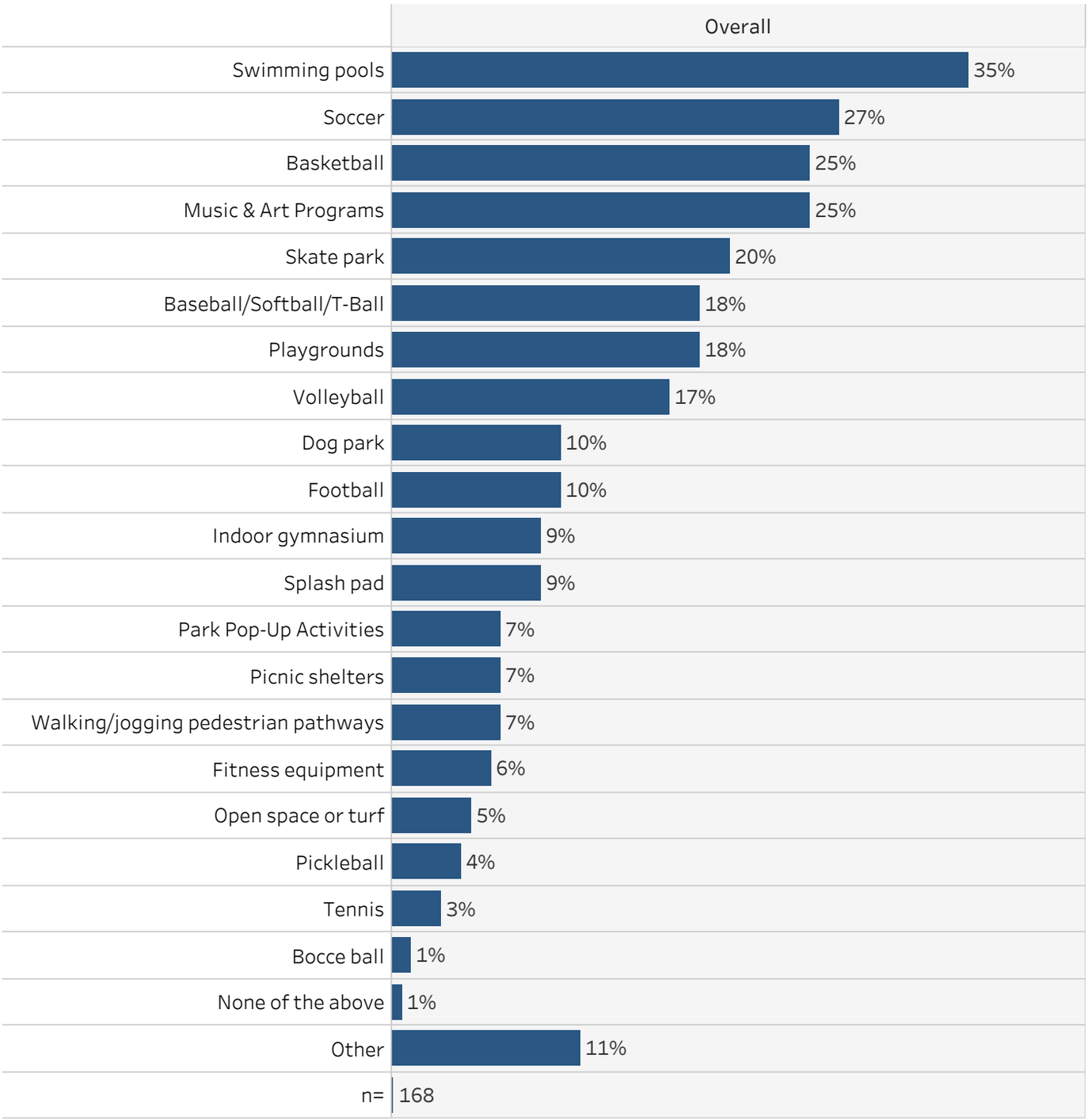


Palmdale Parks and Recreation Master Plan Youth Intercept Survey

PALMDALE PARKS & RECREATION

RRC

What are your favorite activities (Select up to 5)?



Respondents were offered an opportunity at the end of the survey to provide any additional comments about what they would like to see added to Palmdale parks. A total of 154 comments were made regarding the future of Palmdale parks. The most popular items are listed below, while all comments can be found in the appendix.



Most popular items:

Swimming pools are mentioned in multiple comments for adding additional pools, improving features, and offering swimming classes.

Skate parks are expressed as a popular desire for additional amenities and larger parks for existing areas.

Additional activities for kids and teens were also mentioned by many respondents, with the expressed desire for more activities and programs, including sports, art, music, and community events.

Amenities and additional shade in parks were a popular ask among respondents, including clean bathrooms and better water fountains.

Additional parks and playgrounds, play areas, and splash pads were also popular among respondents, along with more trees and flowers to enhance the environment.


POOL RULES
5
WARNING
KDI PARAGON
5



APPENDIX 3

Parks Capital Improvement Plan

NAME	**Amargosa Creek Trail**
LOCATION	Elizabeth Lake Rd & 25th St W
TYPE	Trailhead
SIZE (AC)	

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	4	4	Great condition;	Like new	EA	$ 4,500			X	$ -	$ -	$ 27,900
PICNIC TABLE	2	4	Good condition;	Like new, minor signs of wear	EA	$ 5,500			X	$ -	$ -	$ 17,050
SHADE STRUCTURE/ RAMADA	3	4	Great condition;	Like-new condition	EA	$ 65,000		X		$ -	$ -	$ 100,740
TRAIL - NON PAVED (MI)	1.1	4	Good condition;	Minor erosion and settling	MI	$ 135,000		X		$ -	$ -	$ 76,717
TRASH RECEPTACLE	3	4	Good condition;	Like new, minor signs of wear	EA	$ 2,500			X	$ -	$ -	$ 11,625
						Sustainable Projects Sub Totals				**$ -**	**$ -**	**$ 234,032**
						Project Soft Costs				*$ -*	*$ -*	*$ 35,105*
						Sustainable Projects Grand Total				**$ -**	**$ -**	**$ 269,137**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
CONSTRUCT PARKING LOT (SPACES)	2	15	New trail parking lot	SPACE	$ 9,500.00	$ -	$ 192,375	$ -
INSTALL LIGHTING (SITE, SPORTS, PED, ETC)	2	8	New parking lot lighting	EA	$ 15,000	$ -	$ 162,000	$ -
					Visionary Projects Sub Totals	**$ -**	**$ 354,375**	**$ -**
					Project Soft Costs	*$ -*	*$ 70,875*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ 425,250**	**$ -**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

	CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
	CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
Total (Sustainable + Visionary)	**$ -**	**$ 425,250**	**$ 269,137**
Total Projected Park Improvements			**$ 694,387**

NAME	**Anaverde Park**
LOCATION	2820 Greenbrier Street
TYPE	Neighborhood
SIZE (AC)	6.43

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BASKETBALL COURT (NON-LIGHTED)	1	5	New condition;	Recently renovated	LS	$ 95,000		X		$ -	$ -	$ 49,078
BBQ PIT/ GRILL	3	3	Average condition;	Consider deep clean	LS	$ 3,500			X	$ -	$ 14,175	$ -
BENCH	7	3	Average to good condition;	Age and wear, minor	EA	$ 4,500			X	$ -	$ 42,525	$ -
BIKE RACK/ LOOP	4	3	Average condition;	Coating chipping, rust	EA	$ 2,500			X	$ -	$ 13,500	$ -
DOG BAG STATION	1	4	Great condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 2,790
FENCING (PERIMETER) LF	300	3	Average condition;	Fence at weather station	LF	$ 80			X	$ -	$ 32,400	$ -
GATE (VEHICULAR ACCESS)	2	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 13,499	$ -
IRRIGATION SYSTEM (AC)	6.00	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 202,480	$ -
LIGHTING (SITE, PARKING, PED, ETC)	3	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 12,824	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	3	Average condition;	Low spots, minor grading issues	LS	$ 365,000		X		$ -	$ 164,234	$ -
OPEN TURF AREA (AC)	0.52	3	Average condition;	Low spots, minor	AC	$ 84,000		X		$ -	$ 19,654	$ -
PARKING LOT - PAVED (SPACES)	10	3	Average condition;	Resurfacing needed	SPACE	$ 6,500			X	$ -	$ 87,750	$ -
PICNIC TABLE	4	3	Average condition;	Faded due to exposure and age	EA	$ 5,500			X	$ -	$ 29,700	$ -
PLAYGROUND (SHADED)	2	4	Good condition;	Surface leveling needed	LS	$ 800,000		X		$ -	$ -	$ 826,584
RESTROOM BUILDING	1	3	Average condition;	Age and wear, minor	LS	$ 850,000		X		$ -	$ 382,462	$ -
TRAIL - PAVED (MI)	0.42	4	Good condition;	Minor signs of cracking	MI	$ 295,000		X		$ -	$ -	$ 64,009
TRASH RECEPTACLE	4	4	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ -	$ 15,500
						Sustainable Projects Sub Totals				**$ -**	**$ 1,015,201**	**$ 957,961**
						Project Soft Costs				*$ -*	*$ 152,280*	*$ 143,694*
						Sustainable Projects Grand Total				**$ -**	**$ 1,167,482**	**$ 1,101,655**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
					Project Soft Costs	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ -**	**$ 1,167,482**	**$ 1,101,655**
					Total Projected Park Improvements			**$ 2,269,137**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Arnie Quinones Park**
LOCATION	41003 50th Street West
TYPE	Neighborhood
SIZE (AC)	2.98

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
FENCING (PERIMETER) LF	487	4	Good condition;	Age and wear, minor	LF	$ 22		X		$ -	$ -	$ 5,535
GATE (VEHICULAR ACCESS)	2	3	Good condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 13,499	$ -
IRRIGATION SYSTEM (AC)	2.82	4	Good condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ -	$ 109,264
MULTIUSE FIELD (NON-LIGHTED)	1	4	Good condition;	Low spots, minor	LS	$ 365,000		X		$ -	$ -	$ 188,564
PARKING LOT - GRAVEL (SPACES)	30	4	Good condition;	Low spots, minor grading issues	SPACE	$ 3,500		X		$ -	$ -	$ 54,245
SIGNAGE (PARK ENTRY)	1	3	Average condition;	Aging, faded, and paint refresh needed	EA	$ 10,000		X		$ -	$ 4,500	$ -
TRAIL - NON PAVED (MI)	0.15	3	Average condition;	Wear from use	MI	$ 135,000		X		$ -	$ 9,112	$ -
TRASH RECEPTACLE	2	5	New condition;	Recently replaced	EA	$ 2,500			X	$ -	$ -	$ 7,750
						Sustainable Projects Sub Totals				**$ -**	**$ 27,110**	**$ 365,358**
						Project Soft Costs				*$ -*	*$ 4,066*	*$ 54,804*
						Sustainable Projects Grand Total				**$ -**	**$ 31,176**	**$ 420,162**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
DEVELOP NEW PARK MASTER PLAN	1	1	New park master plan and community outreach	LS	$ 50,000	$ 50,000	$ -	$ -
RENOVATE PARK PER NEW MASTER PLAN RESULTS	2	7.50	Develop additional acreage based on master plan	AC	$ 1,750,000	$ -	$ 17,718,750	$ -
					Visionary Projects Sub Totals	**$ 50,000**	**$ 17,718,750**	**$ -**
					Project Soft Costs	*$ 10,000*	*$ 3,543,750*	*$ -*
					Visionary Projects Grand Total	**$ 60,000**	**$ 21,262,500**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 60,000**	**$ 21,293,676**	**$ 420,162**
							Total Projected Park Improvements	**$ 21,773,838**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Barrel Springs Trail**
LOCATION	25th Street East & Pearblossom Highway
TYPE	Trailhead
SIZE (AC)	

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	Sustainable Projects CIP (6-10 Years)	Sustainable Projects CIP (11+ Years)
DOG BAG STATION	1	4	Good condition;	Minor wear	EA	$ 1,800			X	$ -	$ -	$ 2,790
FENCING (PERIMETER) LF	15,000	3	Average to good condition;	Typical signs of use	LF	$ 22		X		$ -	$ 148,485	$ -
PARKING LOT - GRAVEL (SPACES)	40	3	Average condition;	Normal signs of wear and usage	SPACE	$ 3,500			X	$ -	$ 189,000	$ -
SIGNAGE (PARK ENTRY)	1	4	Good condition;	Age and wear, minor	EA	$ 10,000		X		$ -	$ -	$ 5,166
TRAIL - NON PAVED (MI)	1.50	3	Average to good condition;	Signs of wear	MI	$ 135,000		X		$ -	$ 91,116	$ -
TRASH RECEPTACLE	1	4	Good condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ -	$ 3,875
						Sustainable Projects Sub Totals				**$ -**	**$ 428,601**	**$ 11,831**
						Project Soft Costs				*$ -*	*$ 64,290*	*$ 1,775*
						Sustainable Projects Grand Total				**$ -**	**$ 492,891**	**$ 13,606**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects CIP (1-5 Years)	Visionary Projects CIP (6-10 Years)	Visionary Projects CIP (11+ Years)
DEVELOP NEW PARK MASTER PLAN	2	1	Update park master plan to pursue grant funding	LS	$ 20,000	$ -	$ 27,000	$ -
INSTALL SIGNAGE (INTERPRETIVE/ REGULATORY)	1	5	Install additional park signage	EA	$ 6,500	$ 32,500	$ -	$ -
					Visionary Projects Sub Totals	**$ 32,500**	**$ 27,000**	**$ -**
					Project Soft Costs	*$ 6,500*	*$ 5,400*	*$ -*
					Visionary Projects Grand Total	**$ 39,000**	**$ 32,400**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 39,000**	**$ 525,291**	**$ 13,606**
							Total Projected Park Improvements	**$ 577,897**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Desert Sands Park**
LOCATION	39117 3rd Street East
TYPE	Community
SIZE (AC)	19.48

											Sustainable Projects		
AMENITY/ FACILITY	**QTY**	**GRADE**	**COMMENTS**		**Unit**	**Current Unit Cost**	**REMOVE**	**RENOVATE**	**REPLACE**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
BASKETBALL COURT (LIGHTED)	2	3	Average condition;	Resurfacing needed	LS	$ 225,000		X		$ -	$ 202,480	$ -
BBQ PIT/ GRILL	19	3	Average condition;	General signs of wear due to use; consider deep clean	LS	$ 3,500			X	$ -	$ 89,775	$ -
BENCH	26	2	Poor condition;	Age, dated	EA	$ 4,500			X	$ 117,000	$ -	$ -
BIKE RACK/ LOOP	8	3	Average condition;	Normal wear	EA	$ 2,500			X	$ -	$ 27,000	$ -
BLEACHERS	8	3	Average condition;	Age and wear, major	EA	$ 12,500			X	$ -	$ 135,000	$ -
COMMUNITY/ RECREATION CENTER (SF)	5120	3	Average condition;	Boys and Girls Club	SF	$ 650		X		$ -	$ 831,917	$ -
CONCESSION BUIDLING	1	3	Average condition;	Age, dated	LS	$ 1,500,000		X		$ -	$ 674,933	$ -
DISC GOLF COURSE	1	3	Good condition;	Normal signs of wear and usage	LS	$ 125,000		X		$ -	$ 56,244	$ -
DRINKING FOUNTAIN	3	2	Poor condition;	Age, rust	EA	$ 10,000			X	$ 30,000	$ -	$ -
FLAG POLE	1	4	Good condition;	Normal wear	EA	$ 8,500		X		$ -	$ -	$ 4,391
GATE (VEHICULAR ACCESS)	10	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 67,493	$ -
IRRIGATION SYSTEM (AC)	10.08	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 340,166	$ -
LIGHTING (SITE, PARKING, PED, ETC)	15	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 64,119	$ -
OPEN TURF AREA (AC)	0.95	3	Average condition;	Low spots, brown patches	AC	$ 84,000		X		$ -	$ 35,906	$ -
PARKING LOT - PAVED (SPACES)	110	3	Average condition;	Resurfacing needed	SPACE	$ 6,500			X	$ -	$ 965,250	$ -
PICNIC TABLE	26	2	Poor condition;	Age and disrepair	EA	$ 5,500			X	$ 143,000	$ -	$ -
PICNIC TABLE	15	5	Like new condition;	Normal signs of wear and usage	EA	$ 5,500			X	$ -	$ -	$ 127,875
PLAYGROUND (NON-SHADED)	1	5	New condition;	Recently replaced	LS	$ 350,000		X		$ -	$ -	$ 180,815
PLAYGROUND (OBSTACLE COURSE)	1	5	New condition;	Recently replaced	LS	$ 800,000		X		$ -	$ -	$ 413,292
PUBLIC ART	2	N/A	Not assessed		EA	$ -				$ -	$ -	$ -
RESTROOM BUILDING	1	2	Poor condition;	Age and wear, major	LS	$ 850,000			X	$ 850,000	$ -	$ -
SHADE STRUCTURE/ RAMADA	1	4	Average condition;	Recently painted	EA	$ 150,000			X	$ -	$ -	$ 232,500
SIGNAGE (PARK ENTRY)	2	2	Poor condition;	Age, dated	EA	$ 10,000			X	$ 20,000	$ -	$ -
SOCCER FIELD (LIGHTED)	1	3	Average condition;	Low spots, brown patches	LS	$ 650,000		X		$ -	$ 292,471	$ -
SOFTBALL/ LITTLE LEAGUE FIELD (LIGHTED)	2	3	Good condition;	Low spots, minor, old backstops	LS	$ 1,100,000		X		$ -	$ 989,901	$ -
TENNIS COURT (LIGHTED)	2	4	Good condition;	Dated light fixtures, striped for pickleball	LS	$ 265,000		X		$ -	$ -	$ 273,806

TRAIL - PAVED (MI)	0.95	3	Average condition;	Signs of wear and use, cracking, settling	MI	$ 295,000			X	$ -	$ 378,338	$ -
TRASH RECEPTACLE	5	2	Poor condition;	Age and disrepair	EA	$ 2,500			X	$ 12,500	$ -	$ -
VOLLEYBALL COURT (SAND)	2	3	Average condition;	Age and wear, major	LS	$ 95,000		X		$ -	$ 85,491	$ -
										Sustainable Projects Sub Totals	**$ 1,172,500**	**$ 5,236,483**	**$ 1,232,679**
										Project Soft Costs	*$ 175,875*	*$ 785,473*	*$ 184,902*
										Sustainable Projects Grand Total	**$ 1,348,375**	**$ 6,021,956**	**$ 1,417,581**

							Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**		**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
DEVELOP NEW PARK MASTER PLAN	1	1	Develop new park master plan with community	LS	$ 50,000		$ 50,000	$ -	$ -
RENOVATE PARK PER NEW MASTER PLAN RESULTS	2	3.50	Utilize results of master plan to develop adjacent parcels and rearrange fields	AC	$ 2,000,000		$ -	$ 9,450,000	$ -
						Visionary Projects Sub Totals	**$ 50,000**	**$ 9,450,000**	**$ -**
						Project Soft Costs	*$ 10,000*	*$ 1,890,000*	*$ -*
						Visionary Projects Grand Total	**$ 60,000**	**$ 11,340,000**	**$ -**
							CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
						Total (Sustainable + Visionary)	**$ 1,408,375**	**$ 17,361,956**	**$ 1,417,581**
						Total Projected Park Improvements			**$ 20,187,912**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Domenic Massari Park**
LOCATION	37716 55th Street East
TYPE	Community
SIZE (AC)	38.33

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	Sustainable Projects CIP (6-10 Years)	Sustainable Projects CIP (11+ Years)
BASEBALL FIELD (LIGHTED)	1	3	Average condition;	Low spots, minor grading issues	LS	$ 1,250,000.00		X		$ -	$ 562,444	$ -
BASKETBALL COURT (LIGHTED)	2	3	Average condition;	Age and wear, minor	LS	$ 225,000		X		$ -	$ 202,480	$ -
BASKETBALL COURT (NON-LIGHTED)	2.5	3	Average condition;	Age and wear, minor	LS	$ 95,000		X		$ -	$ 106,864	$ -
BENCH	16	3	Average condition;	Normal signs of wear and usage	EA	$ 4,500			X	$ -	$ 97,200	$ -
BIKE/ SKATE PARK (SF)	12000	3	Good condition;	Normal wear	SF	$ 115		X		$ -	$ 344,966	$ -
BLEACHERS	8	4	Good condition;	Relatively good condition	EA	$ 12,500		X		$ -	$ -	$ 51,662
CONCESSION BUIDLING	1	2	Poor condition;	Little League Clubhouse	LS	$ 1,500,000		X		$ 499,950	$ -	$ -
DOG BAG STATION	3	4	Good condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 8,370
DRINKING FOUNTAIN	2	2	Poor condition;	Age, rust	EA	$ 10,000			X	$ 20,000	$ -	$ -
GATE (VEHICULAR ACCESS)	8	3	Average condition;	Normal wear	EA	$ 15,000		X		$ -	$ 53,995	$ -
IRRIGATION SYSTEM (AC)	23.11	3	Average condition;	Some flood irrigation	AC	$ 75,000		X		$ -	$ 779,885	$ -
LIGHTING (SITE, PARKING, PED, ETC)	32	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 136,786	$ -
OPEN TURF AREA (AC)	2.91	2	Poor condition;	Low spots, brown/ dead areas	AC	$ 84,000		X		$ 81,472	$ -	$ -
PARKING LOT - PAVED (SPACES)	468	3	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 1,267,373	$ -
PICNIC TABLE	20	3	Average condition;	Age and wear, major	EA	$ 5,500			X	$ -	$ 148,500	$ -
PLAYGROUND (SHADED)	2	3	Average condition;	New surfacing, aging equipment	LS	$ 800,000			X	$ -	$ 2,160,000	$ -
PUBLIC ART	1	N/A	Not assessed		EA	$ -				$ -	$ -	$ -
RESTROOM BUILDING	1	2	Poor condition;	Appears dated	LS	$ 850,000			X	$ 850,000	$ -	$ -
SHADE STRUCTURE/ RAMADA	3	3	Average condition;	Recently repainted	EA	$ 65,000			X	$ -	$ 263,250	$ -
SOCCER FIELD (NON-LIGHTED)	3	5	Great condition;	Recently rennovated	LS	$ 365,000		X		$ -	$ -	$ 565,693
SOFTBALL/ LITTLE LEAGUE FIELD (LIGHTED)	3	3	Average condition;	Low spots, minor grading issues	LS	$ 1,100,000		X		$ -	$ 1,264,874	$ -
TENNIS COURT (LIGHTED)	2	3	Average condition;	Obvious signs of wear	LS	$ 265,000		X		$ -	$ 238,476	$ -
TRAIL - NON PAVED (MI)	0.42	3	Average condition;	Wear from use	MI	$ 135,000		X		$ -	$ 25,512	$ -
TRAIL - PAVED (MI)	1.30	3	Average condition;	Signs of wear and use, cracking, settling	MI	$ 295,000			X	$ -	$ 517,725	$ -
TRASH RECEPTACLE	22	3	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ 74,250	$ -
VOLLEYBALL COURT (SAND)	2	3	Average condition;	Surfacing settling	LS	$ 95,000		X		$ -	$ 85,491	$ -
						Sustainable Projects Sub Totals				**$ 1,451,422**	**$ 8,330,071**	**$ 625,725**
						Project Soft Costs				*$ 217,713*	*$ 1,249,511*	*$ 93,859*
						Sustainable Projects Grand Total				**$ 1,669,135**	**$ 9,579,581**	**$ 719,584**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
CONSTRUCT COMMUNITY BUILDING AND ADDITIONAL RESTROOM	2	1600	New community building for programming	SF	$ 900.00	$ -	$ 1,944,000	$ -
INSTALL NEW FIELD LIGHTING	2	5	Install lighting at soccer fields	LS	$ 550,000	$ -	$ 3,712,500	$ -
PERFORM SITE ASSESSMENT	1	1	Skate park evaulation and assessment	LS	$ 48,000	$ 48,000	$ -	$ -
					Visionary Projects Sub Totals	**$ 48,000**	**$ 5,656,500**	**$ - **
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ 9,600*	*$ 1,131,300*	*$ -*
					Visionary Projects Grand Total	**$ 57,600**	**$ 6,787,800**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 1,726,735**	**$ 16,367,381**	**$ 719,584**
							Total Projected Park Improvements	**$ 18,813,700**

NAME	**Dr. Robert C. St Clair Parkway**
LOCATION	E. Palmdale Blvd, Sierra Hwy
TYPE	Greenway
SIZE (AC)	9.48

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	10	3	Average condition;	Age and wear, minor	EA	$ 4,500			X	$ -	$ 60,750	$ -
IRRIGATION SYSTEM (AC)	7.50	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 253,100	$ -
LIGHTING (SITE, PARKING, PED, ETC)	39	3	Average condition;	Normal wear	EA	$ 9,500		X		$ -	$ 166,708	$ -
OPEN TURF AREA (AC)	1.6	2	Poor condition;	Low spots, brown patches	AC	$ 84,000		X		$ 44,796	$ -	$ -
PICNIC TABLE	1	3	Average condition;	Age and wear, minor	EA	$ 5,500			X	$ -	$ 7,425	$ -
SIGNAGE (PARK ENTRY)	1	4	Good condition;	Like new	EA	$ 10,000		X		$ -	$ -	$ 5,166
TRAIL - NON PAVED (MI)	0.25	3	Average condition;	Wear from use	MI	$ 135,000		X		$ -	$ 15,186	$ -
TRAIL - PAVED (MI)	0.85	3	Average to good condition;	Visible signs of wear, cracking and settling	MI	$ 295,000		X		$ -	$ 112,826	$ -
TRASH RECEPTACLE	12	3	Average condition;	Age, rust	EA	$ 2,500			X	$ -	$ 40,500	$ -
MISC: LANDSCAPE AREAS	3.76	2	Poor condition;	Nearing end of lifecycle	AC	$ 300,000			X	$ 1,128,000	$ -	$ -
						Sustainable Projects Sub Totals				**$ 1,172,796**	**$ 656,495**	**$ 5,166**
						Project Soft Costs				*$ 175,919*	*$ 98,474*	*$ 775*
						Sustainable Projects Grand Total				**$ 1,348,715**	**$ 754,969**	**$ 5,941**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
					Project Soft Costs	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 1,348,715**	**$ 754,969**	**$ 5,941**
					Total Projected Park Improvements			**$ 2,109,625**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Foothill Park**
LOCATION	2525 The Groves
TYPE	Neighborhood
SIZE (AC)	12.33

										Sustainable Projects		
AMENITY/ FACILITY	**QTY**	**GRADE**	**COMMENTS**		**Unit**	**Current Unit Cost**	**REMOVE**	**RENOVATE**	**REPLACE**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
BENCH	9	3	Average condition;	Normal signs of wear and usage	EA	$ 4,500			X	$ -	$ 54,675	$ -
BIKE RACK/ LOOP	4	3	Average condition;	Age, rust	EA	$ 2,500			X	$ -	$ 13,500	$ -
DOG BAG STATION	2	4	Good condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 5,580
DRINKING FOUNTAIN	1	3	Average condition;	Age, rust	EA	$ 10,000			X	$ -	$ 13,500	$ -
FENCING (PERIMETER) LF	1086	4	Good condition;	Age and wear, minor	LF	$ 22		X		$ -	$ -	$ 12,343
GATE (VEHICULAR ACCESS)	2	3	Good condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 13,499	$ -
IRRIGATION SYSTEM (AC)	11.20	3	Average to good condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 377,962	$ -
LIGHTING (SITE, PARKING, PED, ETC)	48	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 205,179	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	3	Good condition;	Low spots, brown/ dead areas	LS	$ 365,000		X		$ -	$ 164,234	$ -
OPEN TURF AREA (AC)	0.2	3	Average to good condition;	Low spots, brown/ dead areas	AC	$ 84,000		X		$ -	$ 7,559	$ -
PARKING LOT - PAVED (SPACES)	20	3	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 58,494	$ -
PICNIC TABLE	4	3	Good condition;	Age and wear, minor	EA	$ 5,500			X	$ -	$ 29,700	$ -
PLAYGROUND (SHADED)	2	4	Good condition;	Newer surfacing and shade fabric; minor low spots and raking needed	LS	$ 800,000		X		$ -	$ -	$ 826,584
RESTROOM BUILDING	1	3	Average condition;	Age and wear, minor	LS	$ 850,000		X		$ -	$ 240,809	$ -
SIGNAGE (PARK ENTRY)	1	4	Good condition;	Age and wear, minor	EA	$ 10,000		X		$ -	$ -	$ 5,166
TRAIL - NON PAVED (MI)	0.06	3	Good condition;	Showing signs of use	MI	$ 135,000		X		$ -	$ 3,645	$ -
TRAIL - PAVED (MI)	0.65	4	Good condition;	Minor wear and cracking	MI	$ 295,000		X		$ -	$ -	$ 99,061
TRASH RECEPTACLE	9	3	Average condition;	Coating chipping, rust	EA	$ 2,500			X	$ -	$ 30,375	$ -
						Sustainable Projects Sub Totals				**$ -**	**$ 1,213,131**	**$ 948,734**
						Project Soft Costs				*$ -*	*$ 181,970*	*$ 142,310*
						Sustainable Projects Grand Total				**$ -**	**$ 1,395,101**	**$ 1,091,044**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ -**	**$ 1,395,101**	**$ 1,091,044**
					Total Projected Park Improvements			**$ 2,486,145**

NAME	**Joe Davies Heritage Airpark**
LOCATION	2001 E Avenue P
TYPE	Specialty
SIZE (AC)	12.27

										Sustainable Projects		
AMENITY/ FACILITY	**QTY**	**GRADE**	**COMMENTS**		**Unit**	**Current Unit Cost**	**REMOVE**	**RENOVATE**	**REPLACE**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
BENCH	3	3	Average condition;	Fading due to exposure	EA	$ 4,500			X	$ -	$ 18,225	$ -
FLAG POLE	1	3	Average condition;	Age and wear, minor	EA	$ 8,500		X		$ -	$ 3,825	$ -
GATE (VEHICULAR ACCESS)	1	3	Average condition;	Age and wear, significant	EA	$ 15,000		X		$ -	$ 6,749	$ -
HISTORIC DISPLAY/ INTERPRETIVE	22	N/A	Aircraft displays	Visual assessment only	EA	$ -				$ -	$ -	$ -
MAINTENANCE YARD/ BUILDING	2	3	Average condition;	Restoration hangar building	LS	$ 1,500,000		X		$ -	$ 749,925	$ -
PARKING LOT - PAVED (SPACES)	30	3	Average condition;	Resurfacing needed	SPACE	$ 6,500			X	$ -	$ 263,250	$ -
PICNIC TABLE	12	3	Average condition;	Age, dated	EA	$ 5,500			X	$ -	$ 89,100	$ -
SHADE STRUCTURE/ RAMADA	2	3	Average condition;	Age and wear, major	EA	$ 65,000			X	$ -	$ 175,500	$ -
SIGNAGE (REGULATORY, INTERPRETIVE)	42	3	Average condition;	Varies, aircraft interpretive panels/ signage	EA	$ 1,800			X	$ -	$ 102,060	$ -
TRAIL - NON PAVED (MI)	0.35	3	Average condition;	Normal wear	MI	$ 135,000		X		$ -	$ 21,260	$ -
TRASH RECEPTACLE	1	3	Average condition;	Age, dated	EA	$ 2,500			X	$ -	$ 3,375	$ -
						Sustainable Projects Sub Totals				**$ -**	**$ 1,433,269**	**$ -**
						Project Soft Costs				*$ -*	*$ 214,990*	*$ -*
						Sustainable Projects Grand Total				**$ -**	**$ 1,648,260**	**$ -**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
DEVELOP NEW PARK MASTER PLAN	3	1	Develop master plan to re-envsion park	LS	$ 75,000	$ -	$ -	$ 116,250
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ 116,250**
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ -*	*$ -*	*$ 23,250*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ 139,500**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ -**	**$ 1,648,260**	**$ 139,500**
					Total Projected Park Improvements			**$ 1,787,760**

NAME	**Joshua Hills Park**
LOCATION	3110 Fairfield Avenue
TYPE	Neighborhood
SIZE (AC)	3.59

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BBQ PIT/ GRILL	5	3	Average condition;	Consider deep clean	LS	$ 3,500			X	$ -	$ 23,625	$ -
BENCH	3	3	Average condition;	Age and wear, minor	EA	$ 4,500			X	$ -	$ 18,225	$ -
BIKE RACK/ LOOP	1	3	Average condition;	Coating chipping, rust	EA	$ 2,500			X	$ -	$ 3,375	$ -
IRRIGATION SYSTEM (AC)	2.50	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 84,367	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	2	Poor condition;	Low spots, minor grading issues	LS	$ 365,000		X		$ 121,655	$ -	$ -
PICNIC TABLE	5	3	Average condition;	Age and wear, major	EA	$ 5,500			X	$ -	$ 37,125	$ -
PLAYGROUND (SHADED)	1	3	Average condition;	Normal condition, given age	LS	$ 800,000			X	$ -	$ 1,080,000	$ -
RESTROOM BUILDING	1	2	Poor condition;	Age and disrepair	LS	$ 850,000			X	$ 850,000	$ -	$ -
SIGNAGE (PARK ENTRY)	2	3	Average condition;	Age and wear, minor	EA	$ 10,000			X	$ -	$ 27,000	$ -
TRAIL - NON PAVED (MI)	0.12	3	Average condition;	Signs of wear and use, cracking, settling	MI	$ 135,000		X		$ -	$ 7,289	$ -
TRASH RECEPTACLE	1	4	Good condition;	Like new	EA	$ 2,500			X	$ -	$ -	$ 3,875
						Sustainable Projects Sub Totals				**$ 971,655**	**$ 1,281,006**	**$ 3,875**
						Project Soft Costs				*$ 145,748*	*$ 192,151*	*$ 581*
						Sustainable Projects Grand Total				**$ 1,117,403**	**$ 1,473,157**	**$ 4,456**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
					Project Soft Costs	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

	CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
Total (Sustainable + Visionary)	**$ 1,117,403**	**$ 1,473,157**	**$ 4,456**
Total Projected Park Improvements			**$ 2,595,016**

NAME	**Joshua Ranch Trail**
LOCATION	Joshua Ranch Road
TYPE	Trailhead
SIZE (AC)	

AMENITY/ FACILITY	QTY	GRADE	COMMENTS	Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
EQUESTRIAN HITCHING POST	1	5	New condition; Recently constructed	EA	$ 7,500		X		$ -	$ -	$ 3,875
PARKING LOT - PAVED (SPACES)	14	5	New condition; Recently constructed	SPACE	$ 6,500		X		$ -	$ -	$ 47,012
TRAIL - NON PAVED (MI)	7.30	5	New condition; Recently constructed	MI	$ 135,000		X		$ -	$ -	$ 509,124
TRAIL - PAVED (MI)	0.04	5	New condition; Recently constructed	MI	$ 295,000		X		$ -	$ -	$ 6,096
					Sustainable Projects Sub Totals				**$ -**	**$ -**	**$ 566,107**
					Project Soft Costs				*$ -*	*$ -*	*$ 84,916*
					Sustainable Projects Grand Total				**$ -**	**$ -**	**$ 651,023**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
INSTALL SIGNAGE (PARK ENTRY)	2	1		EA	$ 25,000	$ -	$ 33,750	$ -
					Visionary Projects Sub Totals	**$ -**	**$ 33,750**	**$ -**
					Project Soft Costs	*$ -*	*$ 6,750*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ 40,500**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ -**	**$ 40,500**	**$ 651,023**
					Total Projected Park Improvements			**$ 691,523**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Legacy Park**
LOCATION	38309 9th Street East
TYPE	Neighborhood
SIZE (AC)	0.94

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	13	4	Good condition;	Normal signs of wear and usage	EA	$ 4,500			X	$ -	$ -	$ 90,675
BIKE RACK/ LOOP	1	3	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ 3,375	$ -
BOCCE BALL COURT	2	2	Poor condition;	Age and wear, significant	EA	$ 65,000		X		$ 43,329	$ -	$ -
COMMUNITY/ RECREATION CENTER (SF)	15000	3	Average condition;	Senior Center, exterior assessment only	SF	$ 650		X		$ -	$ 2,437,256	$ -
CROQUET COURT	1	3	Average condition;	Low spots, brown patches	EA	$ 25,000		X		$ -	$ 11,249	$ -
DOG BAG STATION	1	3	Average condition;	Age and wear, minor	EA	$ 1,800			X	$ -	$ 2,430	$ -
HORSESHOE PIT	1	2	Poor condition;	Age and wear, major	EA	$ 6,500			X	$ 6,500	$ -	$ -
IRRIGATION SYSTEM (AC)	0.64	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 21,598	$ -
LIGHTING (SITE, PARKING, PED, ETC)	29	3	Average condition;	Fixtures, dated	EA	$ 9,500		X		$ -	$ 123,963	$ -
OPEN TURF AREA (AC)	0.54	3	Average condition;	Low spots, brown patches	AC	$ 84,000		X		$ -	$ 20,410	$ -
PARKING LOT - PAVED (SPACES)	70	3	Average condition;	Resurfacing needed	SPACE	$ 6,500			X	$ -	$ 614,250	$ -
PICNIC TABLE	4	3	Average condition;	Age and wear, minor	EA	$ 5,500			X	$ -	$ 29,700	$ -
TRELLIS	1	3	Average condition;	At Bocce Courts	LS	$ 40,000		X		$ -	$ 17,998	$ -
TRAIL - NON PAVED (MI)	0.25	3	Average condition;	Normal signs of wear and usage	MI	$ 135,000		X		$ -	$ 15,186	$ -
TRAIL - PAVED (MI)	0.45	3	Average condition;	Minor signs of cracking	MI	$ 295,000			X	$ -	$ 179,213	$ -
TRASH RECEPTACLE	6	3	Average condition;	Normal wear	EA	$ 2,500			X	$ -	$ 20,250	$ -
						Sustainable Projects Sub Totals				**$ 49,829**	**$ 3,496,877**	**$ 90,675**
						Project Soft Costs				*$ 7,474*	*$ 524,532*	*$ 13,601*
						Sustainable Projects Grand Total				**$ 57,303**	**$ 4,021,409**	**$ 104,276**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
INSTALL FITNESS STATION	1	1	Install senior excerise equipment stations	LS	$ 50,000	$ 50,000	$ -	$ -
					Visionary Projects Sub Totals	**$ 50,000**	**$ -**	**$ -**
					Project Soft Costs	*$ 10,000*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ 60,000**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 117,303**	**$ 4,021,409**	**$ 104,276**
							Total Projected Park Improvements	**$ 4,242,988**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Manzanita Heights Park**
LOCATION	431 Mesa Verde Avenue
TYPE	Neighborhood
SIZE (AC)	4.18

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BBQ PIT/ GRILL	6	3	Average condition;	Consider deep clean	LS	$ 3,500			X	$ -	$ 28,350	$ -
BENCH	2	3	Average condition;	Age and wear, minor	EA	$ 4,500			X	$ -	$ 12,150	$ -
BIKE RACK/ LOOP	2	3	Average condition;	Age, rust	EA	$ 2,500			X	$ -	$ 6,750	$ -
DRINKING FOUNTAIN	1	3	Average condition;	Not functional	EA	$ 10,000			X	$ -	$ 13,500	$ -
FENCING (PERIMETER) LF	156	3	Average condition;	Age and wear, minor	LF	$ 22		X		$ -	$ 1,544	$ -
GATE (VEHICULAR ACCESS)	4	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 26,997	$ -
IRRIGATION SYSTEM (AC)	3.35	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 113,051	$ -
LIGHTING (SITE, PARKING, PED, ETC)	7	3	Average condition;	Fixtures, dated	EA	$ 9,500		X		$ -	$ 29,922	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	1	Poor condition;	Low spots, brown/ dead areas	LS	$ 365,000		X		$ 121,655	$ -	$ -
OPEN TURF AREA (AC)	0.61	1	Poor condition;	Low spots, brown/ dead areas	AC	$ 84,000		X		$ 17,078	$ -	$ -
PARKING LOT - PAVED (SPACES)	26	3	Average condition;	Resurfacing needed	SPACE	$ 6,500			X	$ -	$ 228,150	$ -
PICNIC TABLE	7	3	Average condition;	Age and wear, major	EA	$ 5,500			X	$ -	$ 51,975	$ -
PLAYGROUND (SHADED)	2	3	Average condition;	Age and wear, major, one not accessible	LS	$ 800,000			X	$ -	$ 2,160,000	$ -
PUBLIC ART	1	N/A	Not assessed		EA	$ -				$ -	$ -	$ -
RESTROOM BUILDING	1	3	Average condition;	Visual assessment only	LS	$ 850,000		X		$ -	$ 382,462	$ -
SHADE STRUCTURE/ RAMADA	1	3	Average condition;	Attached to the restroom building	EA	$ 65,000			X	$ -	$ 87,750	$ -
STAIRCASE	1	3	Average condition;	Age and wear, minor	EA	$ 60,000		X		$ -	$ 26,997	$ -
TETHERBALL COURT	1	3	Average condition;	Age and wear, major	LS	$ 45,000		X		$ -	$ 20,248	$ -
TRAIL - PAVED (MI)	0.19	3	Average condition;	Minor wear and cracking	MI	$ 295,000		X		$ -	$ 25,220	$ -
TRASH RECEPTACLE	6	3	Good condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ 20,250	$ -
MISC: LANDSCAPE AREAS	0.25	2	Poor condition;	Nearing end of lifecycle	AC	$ 300,000			X	$ 75,000	$ -	$ -
						Sustainable Projects Sub Totals				**$ 213,733**	**$ 3,235,317**	**$ -**
						Project Soft Costs				*$ 32,060*	*$ 485,298*	$ -
						Sustainable Projects Grand Total				**$ 245,793**	**$ 3,720,614**	**$ -**

Appendix 3: Parks Capital Improvement Plan

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
DEVELOP NEW PARK MASTER PLAN	1	1	New park master plan and community outreach	LS	$ 50,000	$ 50,000	$ -	$ -
RENOVATE PARK PER NEW MASTER PLAN RESULTS	3	4.18	Park rennovations per master plan results	AC	$ 1,200,000	$ -	$ -	$ 7,774,800
					Visionary Projects Sub Totals	**$ 50,000**	**$ -**	**$ 7,774,800**
					Project Soft Costs	*$ 10,000*	*$ -*	*$ 1,554,960*
					Visionary Projects Grand Total	**$ 60,000**	**$ -**	**$ 9,329,760**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 305,793**	**$ 3,720,614**	**$ 9,329,760**
					Total Projected Park Improvements			**$ 13,356,167**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Marie Kerr Park**
LOCATION	39700 30th Street West
TYPE	Community
SIZE (AC)	76.95

										Sustainable Projects		
AMENITY/ FACILITY	**QTY**	**GRADE**	**COMMENTS**		**Unit**	**Current Unit Cost**	**REMOVE**	**RENOVATE**	**REPLACE**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
AQUATIC CENTER (POOL)	1	3	Average condition;	Visual assessment only	LS	$ 18,000,000.00		X		$ -	$ 1,997,800	$ -
BASKETBALL COURT (LIGHTED)	2	3	Average condition;	Age, wear and cracking	LS	$ 225,000		X		$ -	$ 202,480	$ -
BBQ PIT/ GRILL	6	2	Poor condition;	Age and wear, significant	LS	$ 3,500			X	$ 21,000	$ -	$ -
BENCH	14	3	Average condition;	Mixed, newer at Best of the West	EA	$ 4,500			X	$ -	$ 85,050	$ -
BIKE RACK/ LOOP	2	3	Poor condition;	Age and wear, significant	EA	$ 2,500			X	$ -	$ 6,750	$ -
BIKE/ SKATE PARK (SF)	8500	3	Average condition;	Normal condition, given age	SF	$ 115		X		$ -	$ 439,831	$ -
COMMUNITY/ RECREATION CENTER (SF)	15000	3	Average condition;	Visual assessment only	SF	$ 650		X		$ -	$ 1,624,838	$ -
DOG BAG STATION	3	4	Good condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 8,370
DRINKING FOUNTAIN	6	2	Poor condition;	Age, rust	EA	$ 10,000			X	$ 60,000	$ -	$ -
FENCING (PERIMETER) LF	422	3	Average condition;	Coating chipping, rust	LF	$ 22		X		$ -	$ 4,177	$ -
FITNESS STATION	10	4	Good condition;	Age and wear, minor	EA	$ 7,500			X	$ -	$ -	$ 116,250
FLAG POLE	1	3	Average condition;	Age and wear, minor	EA	$ 8,500		X		$ -	$ 3,825	$ -
GATE (VEHICULAR ACCESS)	11	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 74,243	$ -
IRRIGATION SYSTEM (AC)	55.50	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 1,872,938	$ -
LIGHTING (SITE, PARKING, PED, ETC)	98	3	Average to good condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 418,908	$ -
MAINTENANCE YARD/ BUILDING	1	3	Average condition;	Visual assessment only	LS	$ 1,500,000		X		$ -	$ 674,933	$ -
MULTIUSE FIELD (LIGHTED)	3	2	Poor condition;	Brown/dead spots, regrading needed	LS	$ 650,000		X		$ 649,935	$ -	$ -
OPEN TURF AREA (AC)	2.29	3	Average condition;	Low spots, brown patches	AC	$ 84,000		X		$ -	$ 86,553	$ -
OUTDOOR AMPHITHEATER	1	4	Good condition;	Visual assessment only	LS	$ 2,500,000		X		$ -	$ -	$ 1,291,538
PARKING LOT - PAVED (SPACES)	351	3	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 836,466	$ -
PARKING LOT - GRAVEL (SPACES)	2500	3	Average condition;	Age and wear, minor	SPACE	$ 150		X		$ -	$ 168,733	$ -
PICNIC TABLE	18	3	Average condition;	Normal signs of wear and usage	EA	$ 5,500			X	$ -	$ 133,650	$ -
PLAYGROUND (NON-SHADED)	3	4	Great condition;	Like new, minor signs of wear	LS	$ 350,000		X		$ -	$ -	$ 542,446
PUBLIC ART	3	N/A	Not assessed		EA	$ 35,000				$ -	$ -	$ -
RESTROOM BUILDING	2	3	Average condition;	Exterior shows age and wear	LS	$ 850,000		X		$ -	$ 764,924	$ -
SHADE STRUCTURE/ RAMADA	3	3	Average condition;	Age and wear, minor	EA	$ 65,000			X	$ -	$ 263,250	$ -
SIGNAGE (PARK ENTRY)	4	3	Average condition;	Faded due to exposure and age	EA	$ 10,000			X	$ -	$ 54,000	$ -
SOFTBALL/ LITTLE LEAGUE FIELD (LIGHTED)	8	3	Good condition;	Low spots, minor grading issues	LS	$ 1,100,000		X		$ -	$ 1,466,520	$ -

TENNIS COURT (LIGHTED)	2	3	Average condition;	Cracking visible	LS	$ 265,000		X		$ -	$ 238,476	$ -
TRAIL - NON PAVED (MI)	0.67	3	Average condition;	Age and wear, minor	MI	$ 135,000		X		$ -	$ 40,698	$ -
TRAIL - PAVED (MI)	1.65	3	Average condition;	Cracking, settling	MI	$ 295,000		X		$ -	$ 219,016	$ -
TRASH RECEPTACLE	13	2	Poor condition;	Age and wear, significant	EA	$ 2,500			X	$ 32,500	$ -	$ -
VOLLEYBALL COURT (SAND)	1	3	Average condition;	Fixtures, new	LS	$ 95,000		X		$ -	$ 42,746	$ -
							Sustainable Projects Sub Totals			**$ 763,435**	**$ 11,720,804**	**$ 1,958,603**
							Project Soft Costs			*$ 114,515*	*$ 1,758,121*	*$ 293,790*
							Sustainable Projects Grand Total			**$ 877,950**	**$ 13,478,924**	**$ 2,252,394**

							Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
CONDUCT ADA ASSESSMENT	1	1	Conduct ADA assessment of existing park facilities	LS	$ 75,000	$ 75,000	$ -	$ -
DEVELOP NEW PARK MASTER PLAN	1	1	Develop new park master plan	LS	$ 60,000	$ 60,000	$ -	$ -
CONDUCT TRAFFIC STUDY	1	1	Conduct traffic study and parking study	LS	$ 75,000	$ 75,000	$ -	$ -
CONDUCT ENVIRONMENTAL ASSESSMENT	1	1	Conduct environmental study based on master plan results	LS	$ 50,000	$ 50,000	$ -	$ -
RENOVATE EXISTING AMPHITHEATHER	2	1	Update aging infrastructure, WiFi, Ticketing, etc	LS	$ 3,500,000	$ -	$ 4,725,000	$ -
RENOVATE PARK PER NEW MASTER PLAN RESULTS	3	12.00	New park master plan	AC	$ 1,500,000	$ -	$ -	$ 27,900,000
					Visionary Projects Sub Totals	**$ 260,000**	**$ 4,725,000**	**$ 27,900,000**
					Project Soft Costs	*$ 52,000*	*$ 945,000*	*$ 5,580,000*
					Visionary Projects Grand Total	**$ 312,000**	**$ 5,670,000**	**$ 33,480,000**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 1,189,950**	**$ 19,148,924**	**$ 35,732,394**
							Total Projected Park Improvements	**$ 56,071,268**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Melville J. Courson Park**
LOCATION	38226 10th Street East
TYPE	Neighborhood
SIZE (AC)	5.04

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	Sustainable Projects CIP (6-10 Years)	Sustainable Projects CIP (11+ Years)
AQUATIC CENTER (POOL)	1	4	Great condition;	Visual assessment only	LS	$ 18,000,000.00		X		$ -	$ -	$ 9,299,070
BASKETBALL COURT (LIGHTED)	2	2	Poor condition;	Age and wear, significant	LS	$ 225,000		X		$ 149,985	$ -	$ -
BBQ PIT/ GRILL	6	2	Average condition;	Consider deep clean	LS	$ 3,500			X	$ 21,000	$ -	$ -
BENCH	26	2	Poor condition;	Paint faded due to exposure and age	EA	$ 4,500			X	$ 117,000	$ -	$ -
BIKE RACK/ LOOP	2	2	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ 5,000	$ -	$ -
DRINKING FOUNTAIN	1	2	Poor condition;	Age, rust	EA	$ 10,000			X	$ 10,000	$ -	$ -
FLAG POLE	1	2	Average condition;	Age and wear, minor	EA	$ 8,500		X		$ 2,833	$ -	$ -
IRRIGATION SYSTEM (AC)	2.74	2	Poor condition;	Visual assessment only	AC	$ 75,000		X		$ 68,493	$ -	$ -
LIGHTING (SITE, PARKING, PED, ETC)	12	2	Average condition;	Fixtures, new	EA	$ 9,500		X		$ 37,996	$ -	$ -
MAINTENANCE YARD/ BUILDING	1	2	Average condition;	Visual assessment only	LS	$ 1,500,000		X		$ 499,950	$ -	$ -
OPEN TURF AREA (AC)	2.46	2	Poor condition;	Low spots, grading issues	AC	$ 84,000		X		$ 68,873	$ -	$ -
PARKING LOT - PAVED (SPACES)	208	2	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ 450,622	$ -	$ -
PICNIC TABLE	14	2	Poor condition;	Paint chipping, rust	EA	$ 5,500			X	$ 77,000	$ -	$ -
PLAYGROUND (NON-SHADED)	2	2	Average condition;	One old, one newer	LS	$ 350,000			X	$ 700,000	$ -	$ -
PUBLIC ART	1	N/A	Not assessed		EA	$ 35,000				$ -	$ -	$ -
RESTROOM BUILDING	1	2	Poor condition;	Age and disrepair	LS	$ 850,000		X		$ 283,305	$ -	$ -
SIGNAGE (PARK ENTRY)	4	2	Average condition;	Paint faded due to exposure and age	EA	$ 10,000		X		$ 13,332	$ -	$ -
SPRAY PAD	1	4	Good condition;	Part of aquatic center	LS	$ 450,000		X		$ -	$ -	$ 232,477
TETHERBALL COURT	1	2	Poor condition;	Age, rust	LS	$ 45,000		X		$ 14,999	$ -	$ -
TRELLIS	1	2	Poor condition;	Age and disrepair	LS	$ 40,000			X	$ 40,000	$ -	$ -
TRAIL - PAVED (MI)	0.12	2	Average condition;	Age and wear, minor	MI	$ 295,000		X		$ 11,799	$ -	$ -
VOLLEYBALL COURT (SAND)	1	2	Poor condition;	Age and disrepair	LS	$ 95,000		X		$ 31,664	$ -	$ -
						Sustainable Projects Sub Totals				**$ 2,603,850**	**$ -**	**$ 9,531,547**
						Project Soft Costs				*$ 390,577*	*$ -*	*$ 1,429,732*
						Sustainable Projects Grand Total				**$ 2,994,427**	**$ -**	**$ 10,961,279**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 2,994,427**	**$ -**	**$ 10,961,279**
					Total Projected Park Improvements			**$ 13,955,706**

NAME	**Palmdale Oasis Park**
LOCATION	3850 East Avenue S
TYPE	Community
SIZE (AC)	31.06

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
AQUATIC CENTER (WATERPARK)	1	4	Good condition;	Dry Town Water Park, Visual assessment only	LS	$ 35,000,000.00		X		$ -	$ -	$ 12,832,050
AQUATIC CENTER (POOL)	1	4	Good condition;	Pool, Visual assessment only	LS	$ 18,000,000.00		X		$ -	$ -	$ 7,499,250
BENCH	4	4	Great condition;	Like new, minor signs of wear	EA	$ 4,500			X	$ -	$ -	$ 27,900
BIKE RACK/ LOOP	2	4	Good condition;	Normal signs of wear and usage	EA	$ 2,500			X	$ -	$ -	$ 7,750
COMMUNITY/ RECREATION CENTER (SF)	20000	3	Average condition;	Visual assessment only	SF	$ 650		X		$ -	$ 2,166,450	$ -
DRINKING FOUNTAIN	1	3	Average condition;	Age and wear, minor	EA	$ 10,000			X	$ -	$ 13,500	$ -
FLAG POLE	1	3	Average condition;	Normal condition, given age	EA	$ 8,500		X		$ -	$ 3,825	$ -
GATE (VEHICULAR ACCESS)	7	4	Good condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ -	$ 54,245
IRRIGATION SYSTEM (AC)	7.58	3	Good condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 255,799	$ -
LIGHTING (SITE, PARKING, PED, ETC)	31	3	Good condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 132,512	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	3	Average condition;	Low spots, minor grading issues	LS	$ 365,000		X		$ -	$ 164,234	$ -
OPEN TURF AREA (AC)	0.56	3	Average condition;	Low spots, minor grading issues	AC	$ 84,000		X		$ -	$ 21,166	$ -
PARKING LOT - PAVED (SPACES)	418	3	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 1,131,970	$ -
PLAYGROUND (NON-SHADED)	1	5	New condition;	Newly installed 11/23	LS	$ 350,000		X		$ -	$ -	$ 180,815
PUBLIC ART	1	N/A	Not assessed		EA	$ 35,000				$ -	$ -	$ -
TRAIL - PAVED (MI)	0.45	3	Average condition;	Minor signs of settling	MI	$ 295,000		X		$ -	$ 59,732	$ -
TRASH RECEPTACLE	3	2	Poor condition;	Age, rust	EA	$ 2,500			X	$ 7,500	$ -	$ -
						Sustainable Projects Sub Totals				**$ 7,500**	**$ 3,949,187**	**$ 20,602,010**
						Project Soft Costs				*$ 1,125*	*$ 592,378*	*$ 3,090,301*
						Sustainable Projects Grand Total				**$ 8,625**	**$ 4,541,565**	**$ 23,692,311**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
RENOVATE/ EXPAND EXISTING WATERPARK	1	1	Expansion and renovation of DryTown infrastructure (wave pool/ drop slide, etc)	LS	$ 10,000,000	$ 10,000,000	$ -	$ -
CONSTRUCT RESTROOM BUILDING	3	1	New restroom building for future park improvements	LS	$ 950,000	$ -	$ -	$ 1,472,500
INSTALL NEW FIELD LIGHTING	3	1	New field lighting for multi-use field	LS	$ 600,000	$ -	$ -	$ 930,000
CONSTRUCT NEW PARK IMPROVEMENTS	3	9	Additional turf, ADA access, fencing playground, etc	AC	$ 1,250,000	$ -	$ -	$ 17,437,500
					Visionary Projects Sub Totals	**$ 10,000,000**	**$ -**	**$ 19,840,000**
					Project Soft Costs	*$ 2,000,000*	*$ -*	*$ 3,968,000*
					Visionary Projects Grand Total	**$ 12,000,000**	**$ -**	**$ 23,808,000**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 12,008,625**	**$ 4,541,565**	**$ 47,500,311**
							Total Projected Park Improvements	**$ 64,050,501**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Pelona Vista Park**
LOCATION	37720 Tierra Subida
TYPE	Community
SIZE (AC)	76.16

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BIKE RACK/ LOOP	2	3	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ 6,750	$ -
DRINKING FOUNTAIN	6	3	Average condition;	Age, rust	EA	$ 10,000			X	$ -	$ 81,000	$ -
FITNESS COURT	1	3	Good condition;	Fitness court	EA	$ 225,000		X		$ -	$ 101,240	$ -
GATE (VEHICULAR ACCESS)	2	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 13,499	$ -
IRRIGATION SYSTEM (AC)	25.5	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 860,539	$ -
KIOSK (INTERPRETIVE)	2	3	Average condition;	Fading due to exposure and age	EA	$ 25,000		X		$ -	$ 22,498	$ -
LIGHTING (SITE, PARKING, PED, ETC)	126	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 538,596	$ -
MAINTENANCE YARD/ BUILDING	1	3	Good condition;	Visual assessment only	LS	$ 1,500,000		X		$ -	$ 674,933	$ -
OPEN TURF AREA (AC)	0.79	2	Poor condition;	Low spots, brown patches	AC	$ 84,000		X		$ 22,118	$ -	$ -
PARKING LOT - PAVED (SPACES)	599	3	Average condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 648,852	$ -
PICNIC TABLE	10	4	Great condition;	Recently replaced	EA	$ 5,500			X	$ -	$ -	$ 85,250
RESTROOM BUILDING	2	3	Average condition;	Visual assessment only	LS	$ 850,000		X		$ -	$ 764,924	$ -
SIGNAGE (PARK ENTRY)	2	3	Average condition;	Normal condition, given age	EA	$ 10,000		X		$ -	$ 8,999	$ -
SIGNAGE (REGULATORY, INTERPRETIVE)	7	3	Average condition;	Faded due to exposure and age	EA	$ 1,800			X	$ -	$ 17,010	$ -
SOCCER FIELD (LIGHTED)	10	2	Poor condition;	Brown/dead spots, regrading needed	LS	$ 650,000		X		$ 2,166,450	$ -	$ -
TRAIL - NON PAVED (MI)	0.44	3	Average condition;	Normal signs of wear and usage	MI	$ 135,000		X		$ -	$ 26,727	$ -
TRAIL - PAVED (MI)	1.30	4	Average condition;	Repaired Nov 2023	MI	$ 295,000		X		$ -	$ -	$ 198,122
TRASH RECEPTACLE	12	4	Great condition;	Like-new condition	EA	$ 2,500			X	$ -	$ -	$ 46,500
						Sustainable Projects Sub Totals				**$ 2,188,568**	**$ 3,765,566**	**$ 329,872**
						Project Soft Costs				*$ 328,285*	*$ 564,835*	*$ 49,481*
						Sustainable Projects Grand Total				**$ 2,516,853**	**$ 4,330,400**	**$ 379,353**

Appendix 3: Parks Capital Improvement Plan

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
CONSTRUCT PLAYGROUND	1	1	Add playground to existing park	LS	$ 500,000.00	$ 500,000	$ -	$ -
DEVELOP NEW PARK MASTER PLAN	3	1	Develop master plan for trails area	LS	$ 65,000	$ -	$ -	$ 100,750
					Visionary Projects Sub Totals	**$ 500,000**	**$ -**	**$ 100,750**
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ 100,000*	*$ -*	*$ 20,150*
					Visionary Projects Grand Total	**$ 600,000**	**$ -**	**$ 120,900**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 3,116,853**	**$ 4,330,400**	**$ 500,253**
					Total Projected Park Improvements			**$ 7,947,506**

NAME	**Poncitlán Square**
LOCATION	38315 9th Street East
TYPE	Specialty
SIZE (AC)	2.20

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	4	3	Average condition;	Age and wear, minor	EA	$ 4,500			X	$ -	$ 24,300	$ -
FLAG POLE	1	3	Average condition;	Extra large size	EA	$ 12,500		X		$ -	$ 5,624	$ -
IRRIGATION SYSTEM (AC)	1.25	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 42,183	$ -
LIGHTING (SITE, PARKING, PED, ETC)	28	3	Average condition;	Fixtures, dated	EA	$ 9,500		X		$ -	$ 119,688	$ -
OPEN TURF AREA (AC)	1.25	4	Good condition;	Part artificial turf	AC	$ 84,000		X		$ -	$ -	$ 54,245
PUBLIC ART	1	N/A	Not assessed		EA	$ 35,000				$ -	$ -	$ -
SHADE STRUCTURE/ RAMADA	1	3	Average condition;	Includes informal stage area	EA	$ 65,000		X		$ -	$ 29,247	$ -
TRAIL - PAVED (MI)	0.25	3	Average condition;	Minor wear and cracking	MI	$ 295,000		X		$ -	$ 33,184	$ -
TRASH RECEPTACLE	10	3	Average condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ 33,750	$ -
WATER FOUNTAIN	1	3	Good condition;	Visual assessment only	EA	$ 35,000		X		$ -	$ 15,748	$ -
						Sustainable Projects Sub Totals				**$ -**	**$ 303,725**	**$ 54,245**
						Project Soft Costs				*$ -*	*$ 45,559*	*$ 8,137*
						Sustainable Projects Grand Total				**$ -**	**$ 349,284**	**$ 62,381**

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	Visionary Projects: CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
					Project Soft Costs	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

	CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
Total (Sustainable + Visionary)	**$ -**	**$ 349,284**	**$ 62,381**
Total Projected Park Improvements			**$ 411,666**

NAME	**Rancho Vista Park**
LOCATION	40437 35th Street West
TYPE	Neighborhood
SIZE (AC)	3.50

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	Sustainable Projects CIP (6-10 Years)	Sustainable Projects CIP (11+ Years)
BBQ PIT/ GRILL	2	4	Good condition;	Like new	LS	$ 3,500			X	$ -	$ -	$ 10,850
BENCH	4	5	Great condition;	Minor signs of use	EA	$ 4,500			X	$ -	$ -	$ 27,900
BIKE RACK/ LOOP	3	5	Great condition;	Like new, minor signs of wear	EA	$ 2,500			X	$ -	$ -	$ 11,625
DOG BAG STATION	3	5	Great condition;	Like-new condition	EA	$ 1,800			X	$ -	$ -	$ 8,370
DRINKING FOUNTAIN	1	5	Great condition;	Like new, minor signs of wear	EA	$ 10,000		X		$ -	$ -	$ 5,166
GATE (VEHICULAR ACCESS)	2	5	Great condition;	Like new, minor signs of wear	EA	$ 15,000		X		$ -	$ -	$ 15,498
IRRIGATION SYSTEM (AC)	2.13	5	Good condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ -	$ 82,529
LIGHTING (SITE, PARKING, PED, ETC)	25	5	Great condition;	Fixtures, new	EA	$ 9,500		X		$ -	$ -	$ 122,696
OPEN TURF AREA (AC)	0.95	5	Great condition;	Like-new condition	AC	$ 84,000		X		$ -	$ -	$ 41,226
PARKING LOT - PAVED (SPACES)	5	5	Great condition;	Normal signs of wear and usage	SPACE	$ 6,500		X		$ -	$ -	$ 16,790
PICNIC TABLE	13	5	Great condition;	Like new	EA	$ 5,500			X	$ -	$ -	$ 110,825
PLAYGROUND (NON-SHADED)	1	5	Great condition;	Normal signs of wear and usage	LS	$ 350,000		X		$ -	$ -	$ 180,815
PUBLIC ART	1	N/A	Not assessed		EA	$ 35,000				$ -	$ -	$ -
RESTROOM BUILDING	1	5	Great condition;	Visual assessment only	LS	$ 850,000		X		$ -	$ -	$ 439,123
SHADE STRUCTURE/ RAMADA	1	5	Great condition;	Like new	EA	$ 65,000		X		$ -	$ -	$ 33,580
SIGNAGE (PARK ENTRY)	1	5	Great condition;	Like-new condition	EA	$ 10,000		X		$ -	$ -	$ 5,166
TRELLIS	1	5	Great condition;	Like new, minor signs of wear	LS	$ 40,000		X		$ -	$ -	$ 20,665
TRAIL - NON PAVED (MI)	0.10	4	Good condition;	Like new, minor signs of wear	MI	$ 135,000		X		$ -	$ -	$ 6,974
TRAIL - PAVED (MI)	0.31	5	Great condition;	Like new	MI	$ 295,000		X		$ -	$ -	$ 47,244
TRASH RECEPTACLE	8	5	Great condition;	Normal signs of wear and usage	EA	$ 2,500			X	$ -	$ -	$ 31,000
						Sustainable Projects Sub Totals				**$ -**	**$ -**	**$ 1,218,043**
						Project Soft Costs				*$ -*	*$ -*	*$ 182,706*
						Sustainable Projects Grand Total				**$ -**	**$ -**	**$ 1,400,750**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
N/A			Lifecycle Replacement Only	-	-	$ -	$ -	$ -
					Visionary Projects Sub Totals	**$ -**	**$ -**	**$ -**
PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)					*Project Soft Costs*	*$ -*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ -**	**$ -**	**$ 1,400,750**
					Total Projected Park Improvements			**$ 1,400,750**

NAME	**Sam Yellen Park**
LOCATION	5100 East Avenue S
TYPE	Community
SIZE (AC)	24.43

AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	Sustainable Projects CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	15	4	Good condition;	Normal signs of wear and usage	EA	$ 4,500			X	$ -	$ -	$ 104,625
BIKE RACK/ LOOP	4	4	Good condition;	Age and wear, minor	EA	$ 2,500			X	$ -	$ -	$ 15,500
DOG BAG STATION	2	4	Good condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 5,580
DOG PARK	1	4	Good condition;	Normal signs of wear and usage	EA	$ 175,000		X		$ -	$ -	$ 90,408
DRINKING FOUNTAIN	3	3	Good condition;	Signs of exposure	EA	$ 10,000			X	$ -	$ 40,500	$ -
FITNESS STATION	11	4	Good condition;	Normal signs of wear and usage, includes phase 2	EA	$ 7,500		X		$ -	$ -	$ 42,621
IRRIGATION SYSTEM (AC)	5.21	4	Good condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ -	$ 201,867
LIGHTING (SITE, PARKING, PED, ETC)	25	4	Good condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ -	$ 122,696
MULTIUSE FIELD (LIGHTED)	1	5	Great condition;	Recently renovated	LS	$ 650,000		X		$ -	$ -	$ 335,800
PARKING LOT - PAVED (SPACES)	102	4	Good condition;	Normal signs of wear and usage	SPACE	$ 6,500		X		$ -	$ -	$ 342,516
PICNIC TABLE	6	4	Good condition;	Minor wear	EA	$ 5,500			X	$ -	$ -	$ 51,150
PLAYGROUND (NON-SHADED)	1	4	Great condition;	Minor surface settling	LS	$ 350,000		X		$ -	$ -	$ 180,815
RESTROOM BUILDING	1	4	Great condition;	Visual assessment only	LS	$ 850,000		X		$ -	$ -	$ 439,123
SHADE STRUCTURE/ RAMADA	6	5	Great condition;	Like new	EA	$ 65,000		X		$ -	$ -	$ 201,480
SIGNAGE (PARK ENTRY)	1	4	Good condition;	Little to no signs of fading	EA	$ 10,000		X		$ -	$ -	$ 5,166
TRAIL - NON PAVED (MI)	0.15	4	Good condition;	Minor signs of use	MI	$ 135,000		X		$ -	$ -	$ 10,461
TRAIL - PAVED (MI)	0.45	5	Great condition;	Like new, minor signs of wear	MI	$ 295,000		X		$ -	$ -	$ 68,581
TRASH RECEPTACLE	5	4	Good condition;	Minor signs of use	EA	$ 2,500			X	$ -	$ -	$ 19,375
						Sustainable Projects Sub Totals				**$ -**	**$ 40,500**	**$ 2,237,763**
						Project Soft Costs				*$ -*	*$ 6,075*	*$ 335,664*
						Sustainable Projects Grand Total				**$ -**	**$ 46,575**	**$ 2,573,428**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
PHASE 2 IMPROVEMENTS	1	1	Estimated completion date Fall '24	LS	$ 17,000,000.00	$ 17,000,000	$ -	$ -
					Visionary Projects Sub Totals	**$ 17,000,000**	**$ -**	**$ -**
					Project Soft Costs	*$ 3,400,000*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ 20,400,000**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 20,400,000**	**$ 46,575**	**$ 2,573,428**
					Total Projected Park Improvements			**$ 23,020,003**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**Tejon Park Equestrian Arena**
LOCATION	1300 East Barrel Springs Rd.
TYPE	Specialty
SIZE (AC)	19.84

									Sustainable Projects		
AMENITY/ FACILITY	QTY	GRADE	COMMENTS		Unit	Current Unit Cost	REMOVE	RENOVATE	REPLACE	CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
BENCH	1	3	Average condition;	Cracking, settling	EA	$ 4,500			X	$ -	$ 6,075	$ -
DOG BAG STATION	1	4	Good condition;	Age and wear, minor	EA	$ 1,800			X	$ -	$ -	$ 2,790
EQUESTRIAN ARENA	1	3	Average condition;	Age and wear, major	LS	$ 125,000		X		$ -	$ 56,244	$ -
EQUESTRIAN HITCHING POST	1	3	Average condition;	Age and wear, minor	EA	$ 7,500		X		$ -	$ 3,375	$ -
PARKING LOT - GRAVEL (SPACES)	80	3	Average condition;	Minor deterioration	SPACE	$ 1,500		X		$ -	$ 53,995	$ -
SIGNAGE (PARK ENTRY)	1	2	Poor condition;	Damaged	EA	$ 10,000			X	$ 10,000	$ -	$ -
TRAIL - NON PAVED (MI)	0.1	3	Good condition;	Age and wear, minor	MI	$ 135,000		X		$ -	$ 6,074	$ -
TRASH RECEPTACLE	1	4	Good condition;	Like new, minor signs of wear	EA	$ 2,500			X	$ -	$ -	$ 3,875
						Sustainable Projects Sub Totals				**$ 10,000**	**$ 125,763**	**$ 6,665**
						Project Soft Costs				*$ 1,500*	*$ 18,864*	*$ 1,000*
						Sustainable Projects Grand Total				**$ 11,500**	**$ 144,627**	**$ 7,665**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost	CIP (1-5 Years)	CIP (6-10 Years)	CIP (11+ Years)
DEVELOP NEW PARK MASTER PLAN	1	1		LS	$ 40,000	$ 40,000	$ -	$ -
CONDUCT ENVIRONMENTAL ASSESSMENT	1	1		LS	$ 75,000	$ 75,000	$ -	$ -
					Visionary Projects Sub Totals	**$ 115,000**	**$ -**	**$ -**
					Project Soft Costs	*$ 23,000*	*$ -*	*$ -*
					Visionary Projects Grand Total	**$ 138,000**	**$ -**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 149,500**	**$ 144,627**	**$ 7,665**
					Total Projected Park Improvements			**$ 301,792**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	**William J. McAdam Park**
LOCATION	38115 30th Street East
TYPE	Community
SIZE (AC)	19.07

											Sustainable Projects		
AMENITY/ FACILITY	**QTY**	**GRADE**	**COMMENTS**		**Unit**	**Current Unit Cost**	**REMOVE**	**RENOVATE**	**REPLACE**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
AQUATIC CENTER (POOL)	1	3	Average condition;	Visual assessment only	LS	$ 12,000,000.00		X		$ -	$ 1,799,820	$ -
BBQ PIT/ GRILL	11	3	Average condition;	Consider deep clean	LS	$ 3,500			X	$ -	$ 51,975	$ -
BENCH	19	2	Poor condition;	Age and disrepair	EA	$ 4,500			X	$ 85,500	$ -	$ -
BLEACHERS	4	4	Good condition;	Age and wear, minor	EA	$ 12,500			X	$ -	$ -	$ 77,500
DOG BAG STATION	1	4	Good condition;	Like new	EA	$ 1,800			X	$ -	$ -	$ 2,790
DRINKING FOUNTAIN	3	3	Average condition;	Age and wear, minor	EA	$ 10,000			X	$ -	$ 40,500	$ -
GATE (VEHICULAR ACCESS)	5	3	Average condition;	Age and wear, minor	EA	$ 15,000		X		$ -	$ 33,747	$ -
HISTORIC STRUCTURE	1	N/A	N/A	Palmdale School House	SF	$ -				$ -	$ -	$ -
IRRIGATION SYSTEM (AC)	12.31	3	Average condition;	Visual assessment only	AC	$ 75,000		X		$ -	$ 415,421	$ -
LIGHTING (SITE, PARKING, PED, ETC)	28	3	Average condition;	Visual assessment only	EA	$ 9,500		X		$ -	$ 119,688	$ -
MAINTENANCE YARD/ BUILDING	1	2	Poor condition;	Visual assessment only	LS	$ 1,500,000		X		$ 499,950	$ -	$ -
MULTIUSE FIELD (NON-LIGHTED)	1	3	Average condition;	Low spots, grading issues	LS	$ 365,000		X		$ -	$ 164,234	$ -
OPEN TURF AREA (AC)	1.59	3	Average condition;	Low spots, brown/ dead areas	AC	$ 84,000		X		$ -	$ 60,096	$ -
PARKING LOT - PAVED (SPACES)	145	3	Moderate condition;	Resurfacing needed	SPACE	$ 6,500		X		$ -	$ 424,083	$ -
PICNIC TABLE	24	4	Good condition;	Like new	EA	$ 5,500			X	$ -	$ -	$ 204,600
PLAYGROUND (NON-SHADED)	2	5	New condition;	To be renovated 2024	LS	$ 350,000		X		$ -	$ -	$ 361,631
RESTROOM BUILDING	1	2	Poor condition;	Visual assessment only	LS	$ 850,000			X	$ 850,000	$ -	$ -
SHADE STRUCTURE/ RAMADA	4	2	Poor condition;	Age and disrepair	EA	$ 65,000			X	$ 260,000	$ -	$ -
SIGNAGE (PARK ENTRY)	1	2	Poor condition;	Damaged, broken	EA	$ 10,000			X	$ 10,000	$ -	$ -
SOFTBALL/ LITTLE LEAGUE FIELD (LIGHTED)	2	3	Average condition;	Low spots, brown/ dead areas	LS	$ 1,100,000		X		$ -	$ 989,901	$ -
TENNIS COURT (LIGHTED)	4	5	New condition;	Recently resurfaced, striped for pickleball	LS	$ 265,000		X		$ -	$ -	$ 547,612
TRAIL - PAVED (MI)	0.55	3	Average condition;	Minor wear and cracking	MI	$ 295,000		X		$ -	$ 73,005	$ -
TRASH RECEPTACLE	5	3	Average condition;	Mix of old and new	EA	$ 2,500			X	$ -	$ 16,875	$ -
VOLLEYBALL COURT (SAND)	1	2	Poor condition;	No posts or net	LS	$ 95,000			X	$ 95,000	$ -	$ -
						Sustainable Projects Sub Totals				**$ 1,800,450**	**$ 4,189,344**	**$ 1,194,132**
						Project Soft Costs				*$ 270,068*	*$ 628,402*	*$ 179,120*
						Sustainable Projects Grand Total				**$ 2,070,518**	**$ 4,817,746**	**$ 1,373,252**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
CONSTRUCT MAINTENANCE YARD/ BUILDING (SF)	2	5,000	New maintence facility at park	SF	$ 480.00	$ -	$ 3,240,000	$ -
CONSTRUCT PARKING LOT (SPACES)	2	100	New parking lot for additional facilities and upgrades	SPACE	$ 9,500.00	$ -	$ 1,282,500	$ -
CONSTRUCT RESTROOM/ CONCESSIONS BUILDING	2	3,500	New Restroom and Concession Building	SF	$ 450.00	$ -	$ 2,126,250	$ -
CONSTRUCT SOFTBALL FIELD (LIGHTED)	2	1	New Softball Field w/ Lighting	LS	$ 900,000.00	$ -	$ 1,215,000	$ -
INSTALL LIGHTING AT BALL FIELD	2	14	New lighting at existing fields	EA	$ 25,000	$ -	$ 472,500	$ -
					Visionary Projects Sub Totals	**$ -**	**$ 8,336,250**	**$ -**
					Project Soft Costs	*$ -*	*$ 1,667,250*	*$ -*
					Visionary Projects Grand Total	**$ -**	**$ 10,003,500**	**$ -**
						CIP (1-5 Years)	*CIP (6-10 Years)*	*CIP (11+ Years)*
					Total (Sustainable + Visionary)	**$ 2,070,518**	**$ 14,821,246**	**$ 1,373,252**
					Total Projected Park Improvements			**$ 18,265,015**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

NAME	*Future Parks

FUTURE AMENITY, SERVICE OR STUDY	PRIORITY	QTY	COMMENTS	Unit	Current Unit Cost *	Visionary Projects CIP (1-5 Years)	Visionary Projects CIP (6-10 Years)	Visionary Projects CIP (11+ Years)
New Community/ Regional Park (East)	3	50	Design and Develop a New Community / Regional Park, in the Eastern side of Palmdale, which contains; Baseball 4-Plex, Tennis/ Pickleball complex (12 courts), 4 Basketball Courts, 4 Sand Volleyball Courts, Dog Park; Parking Lots and a Destination Playground	AC	$ 1,750,000.00	$ -	$ -	$ 135,625,000
New Neighborhood Park #1 (East)	1	5	Design and Develop a New Neighborhood Park, in the Eastern side of Palmdale, which contains a Basketball Court and a Playground	AC	$ 1,200,000.00	$ 6,000,000	$ -	$ -
New Neighborhood Park #1 (East)	2	5	Design and Develop a New Neighborhood Park, in the Eastern side of Palmdale, which contains a Basketball Court and a Playground	AC	$ 1,200,000.00	$ -	$ 8,100,000	$ -
New Neighborhood Park #2 (West)	3	5	Design and Develop a New Neighborhood Park, in the Western side of Palmdale, which contains a Basketball Court and a Playground	AC	$ 1,200,000.00	$ -	$ -	$ 9,300,000
New Community Trail Connections (City-wide)	2	4	Utilize existing City R/Ws and land acquisition to prioritize the Design and Development of 4 miles of multi-use pathways (Concrete) with Pedestrian Lighting and proper Drainage to increase connectivity between parks, neighborhoods and community facilities	MI	$ 2,000,000.00	$ -	$ 10,800,000	$ -
Parks and Recreation Master Plan Update	3	1	Develop an update to the current parks and recreation system master plan	EA	$ 300,000.00	$ -	$ -	$ 465,000
					Visionary Projects Sub Totals	**$ 6,000,000**	**$ 18,900,000**	**$ 145,390,000**
					Project Soft Costs	*$ 1,200,000*	*$ 3,780,000*	*$ 29,078,000*
					Visionary Projects Grand Total	**$ 7,200,000**	**$ 22,680,000**	**$ 174,468,000**
							Total Projected Park Improvements	**$ 204,348,000**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)

**Unit Costs are for Amenities and Construction Only, they Do Not include Land Costs*

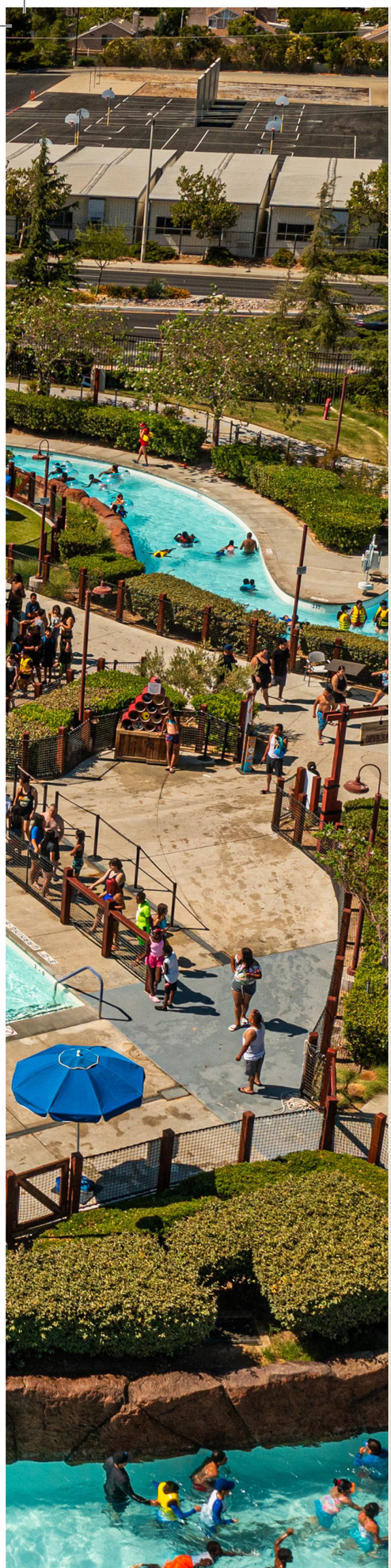
Note that the locations for Future Parks are based on the Open Space Element of the General Plan, The Los Angeles Countywide Comprehensive Park and Recreation Needs Assessment - Study Area ID #125 and the Level of Service Analysis performed as a part of this Plan.

NAME	**Future Amenities**

						Visionary Projects		
FUTURE AMENITY, SERVICE OR STUDY	**PRIORITY**	**QTY**	**COMMENTS**	**Unit**	**Current Unit Cost**	**CIP (1-5 Years)**	**CIP (6-10 Years)**	**CIP (11+ Years)**
CONSTRUCT BASEBALL FIELD (LIGHTED)	*3*	3	Construct New Baseball Fields to meet the national level of service standards	LS	$ 1,250,000.00	$ -	$ -	$ 5,812,500
CONSTRUCT BASKETBALL COURT (LIGHTED)	*2*	8	Construct New Basketball Courts to meet the national level of service standards	LS	$ 225,000.00	$ -	$ 2,430,000	$ -
CONSTRUCT DOG PARK	*1*	1	Construct a New Dog Park to meet the national level of service standards	AC	$ 500,000.00	$ 500,000	$ -	$ -
CONSTRUCT TENNIS COURT (LIGHTED)	*3*	12	Construct New Tennis/ Pickleball Courts to meet the national level of service standards	LS	$ 265,000.00	$ -	$ -	$ 4,929,000
CONSTRUCT TRAIL - PAVED (MI)	*2*	4	Utilize existing City R/Ws and land acquisition to prioritize the Design and Development of 4 miles of multi-use pathways (Concrete) with Pedestrian Lighting and proper Drainage to increase connectivity between parks, neighborhoods and community facilities	MI	$ 2,000,000	$ -	$ 10,800,000	$ -
CONSTRUCT VOLLEYBALL COURT (SAND)	*2*	4	Construct New Volleyball Courts to meet the national level of service standards	LS	$ 95,000	$ -	$ 513,000	$ -
DEVELOP NEW PARK MASTER PLAN	*3*	1	Develop an update to the current parks and recreation system master plan	LS	$ 300,000	$ -	$ -	$ 465,000
					Visionary Projects Sub Totals	**$ 500,000**	**$ 13,743,000**	**$ 11,206,500**
					Project Soft Costs	*$ 100,000*	*$ 2,748,600*	*$ 2,241,300*
					Visionary Projects Grand Total	**$ 600,000**	**$ 16,491,600**	**$ 13,447,800**
							Total	**$ 30,539,400**

PRIORITY LEGEND (1 = HIGH, 2 = MEDIUM, 3 = LOW)





APPENDIX 4

Sample Maintenance Standards

These general maintenance standards are samples meant to be a starting point for the City to review and consider as a basic desired maintenance standard for parks. These sample standards do not include swimming pools, splashpads and other recreation facilities.

Parks

Grounds

- Grounds mowed and trimmed on a regular schedule
- Park is free of litter, debris, and hazards
- Parking lots, if applicable are clean; striped; and free of debris, holes, and tripping hazards. Asphalt is in good repair.

Drinking Fountains (where applicable)

- Fountains are accessible and operational
- Fountains are in appropriate locations and in compliance with ADA
- Fountains are installed on a solid surface and free of standing water and debris
- Drain system is operational
- Fountains include freeze-proof valves where appropriate

Signage

- Park identification signs are secure and properly installed in a noticeable location
- Handicapped parking signs are secure, visible, and installed to code
- Park rules signs are secure and properly installed in a noticeable location
- Restroom signs are secure and visible
- Signs are clean, painted, and free of protrusions and graffiti
- Directional signs provided as needed in appropriate locations
- Signs include City logo and contact phone number

Ornamental Plants and Trees

- Plants and trees are healthy and free of disease and insects
- Plant beds are free of litter, debris, and weeds
- Plant selection is appropriate for season and area usage
- Trees trimmed and shaped on a regular basis, inspect for and remove hazardous trees as needed
- Tree species selection should provide a wide variety of native and selected non-native trees where appropriate
- Tree wells and planting beds mulched for protection and water conservation

Walkways and Trails

- May be hard surface or soft surface depending on location and intended use
- Soft surface trails are free of water collecting depressions and erosion
- Walkways and trails have a uniform surface, positive drainage, are level with ground and free of trip hazards and excessive material deflection
- Walkways and trails are free of litter, debris, sediment, and seasonal snow
- Walkways and trails meet ADA requirements
- Walkways and trails provide unobstructed access and are free from low and protruding tree limbs, guide wires, signposts, and ornamental plants
- Walkways in irrigated park areas are neatly edged
- Walkways and trails are clear of weeds and grass growth in cracks and expansion joints; adequate trash receptacles provided
- Guard rails and safety fencing provided in appropriate locations
- Routine safety and function inspections are performed including surface, culverts, water crossings, signage, and vegetation

Parks



Trash Receptacles (Random Locations)

- Receptacles are clean and free of odor with liners in place
- Receptacles are painted, free of damage and missing parts, and properly anchored
- Roll-off containers and dumpsters are clean, screened, and placed in non-intrusive locations
- Area around trash receptacles is clean and free of trash and debris
- Area around roll-off containers and dumpsters is clean and free of trash and debris

Fencing

- Fences are intact, structurally sound, and free of damage or deterioration with fencing substrates kept well painted to prevent deterioration
- Nails, bolts, and screws are flush with surface with no exposed sharp points
- Fences have no excessive voids, cracks, or splintering

Security and Exterior Lights

- Ninety percent (90%) of security and exterior lights are operational
- No electrical conducting wires are exposed
- Lights comply with appropriate building code
- Poles and components are secured in ground, operational and straight

Bridges

- Bridges have a uniform surface, are free of trip hazards, and are free of graffiti
- Lumber and other materials are structurally sound, free of cracking deterioration and splintering
- Bridges comply with ADA requirements
- Bridges have handrails intact and properly installed and anchored
- Bridges are free of litter and debris



General Use Turf Areas

- Turf areas are free of litter and debris
- Turf areas are mowed and trimmed on a regular schedule
- Turf areas have a uniform surface and are well drained
- Areas have clean trash receptacles present that are in good condition
- Turf is free of disease, insects, and weeds
- Supplemental irrigation is provided as needed
- Turf areas are fertilized and aerated on a regular basis
- Soil health are assessed through agronomic testing and conditioning done according to agronomic recommendations
- Fertilization programs are specific according to soil conditioning needs of each park and or sports field

Athletic Use Turf Areas

- Maintenance levels should be at wear levels following regular comprehensive sports turf assessments
- Turf areas are free of litter, debris and rodents
- Turf areas are mowed and trimmed according to usage schedule
- Turf areas have a uniform surface and are well drained
- Playing surface maintained according to sport specific guidelines
- Areas have clean trash receptacles present that are in good condition
- Turf is free of disease, insects, and weeds
- Supplemental irrigation is provided as needed
- Turf areas are fertilized and aerated on a regular basis and should be specific according to the soil conditioning needs of each park and or sports field.

Parks

Irrigation

- Irrigation system is fully operational with complete and uniform coverage
- Parks are irrigated with smart irrigation controls to irrigate according to site specific evapotranspiration data. Irrigations systems must seek & eliminate insufficient and or excessive flow. When possible, adequate points of connections should be established to prevent the need for irrigation booster pumps.
- Engineered irrigation systems like smart controls, boosters and storm water pumps should receive annual preventative maintenance and have a plan for replacement according to APWA Facilities & Grounds Management Asset management guidelines and manufacturer recommendations.
- System is free of leaks; backflow prevention devices are in place and functioning properly
- Heads are installed properly for intended use
- Heads are properly adjusted with rotations and arcs to set to reduce water runoff
- Systems are set to run at specific times to minimize evaporation and waste
- Systems function checks are conducted on a regular basis
- Repair excavations are properly compacted, and turf restored

Open Space Areas

- Native grasses mowed, if necessary, according to specific management plans, with focus on promoting natural growth heights and cycles and wildlife habitat
- Trail corridors and picnic areas mowed as needed
- Trail surfaces are free of debris and weeds
- Native tree and shrub growth are encouraged
- Wildlife habitat and water quality preservation emphasized
- Rules and regulations and identification signs are posted in noticeable locations
- Annual and noxious weeds are controlled as needed
- Property access points and boundaries are clearly marked

Athletic Facilities and Competitive Play Fields

Turf

- Turf has a healthy dense stand of grass and coverage is no less than 95 percent of playable area
- Play area has a uniform surface and is well drained
- Turf to be mowed at the appropriate height for the type of grass used, time of season, and type of field use
- Turf is free of any litter or debris
- Apply top dressing and over seeding as needed to maintain healthy grass
- Fields may be closed for use periodically to allow for turf recovery
- Turf is free of disease, insects, and weeds
- Soil health will be assessed through agronomic testing and conditioning done according to agronomic recommendations
- Fertilization program should be specific according to the soil conditioning needs of each park and or sports field
- Turf areas are kept free of disease, rodents, insects, and invasive weeds through effective and parks centric integrated pest management program
- Where appropriate, utilize perimeter security features in design development and on-going site improvements such as security fencing around sports fields co-located in drainage basins to facilitate field closure for repair & renovation

Softball Infields

- Infields have a uniform surface and are free of lips, holes and trip hazards
- Infields are well drained with no standing water areas
- Infields have proper soil composition for intended use with ball field mix added as needed
- Infields are free of weeds and grass
- Infields are free of rocks, dirt clods, and debris
- Bases and plates are properly installed, level, and are at proper distances and anchored according to manufacturer's specifications and league requirements
- Fields dragged and lined as needed according to use schedules

Bleachers

- Hardware is intact, and bracing and safety rails tightly connected
- Seating surface is clean, smooth, free of protrusions and have no exposed sharp edges or pointed corners
- Clean trash receptacles provided and in good condition, area under bleachers free of trash

Athletic Facilities and Competitive Play Fields

Lights

- Electrical system and components are operational and in compliance with applicable building codes
- Ninety percent (90%) of lamps for each field are operational
- No electrical conducting wires exposed
- Ballast boxes and components are properly installed and secured
- Lights provide uniform coverage on facilities and fixtures and are adjusted to eliminate dark or blind areas
- Fixtures securely fastened to poles and poles secured in ground according to manufacturer's specifications
- Poles and fixtures inspected immediately after any major wind, ice, or hail storm

Fencing

- Fencing material is galvanized chin link and appropriate gauge wire for specified use
- Fencing material is properly secured to support rails
- Support rails are properly connected and straight
- Fencing is free of holes and protrusions
- Fabric is straight and free of bending and sagging
- Gates and latches are operational



Restrooms/Portable Toilets

- Toilets are clean, sanitary, and properly stocked with paper products
- Lights and ventilation systems are operational
- Toilets, stall doors, and hand air dryers are operational
- Buildings and enclosures are free of graffiti
- Doors are properly marked according to gender
- Restrooms have clean trash receptacles
- All doors and locks are operational
- Restrooms/portable toilets are in compliance with ADA requirements
- All restrooms stocked with hand sanitizer

Playgrounds

Play Equipment

- Equipment and surrounding play areas meet ASTM and National Playground Safety Institute (NPSI) standards
- Play equipment and hardware is intact
- Play equipment is free of graffiti
- Age appropriateness for equipment is noted with proper signage
- Regular inspection and repair program is in place and enforced

Surfacing

- Fall surface is clean, level and free of debris
- Fall surface meets ASTM and NPSI standards
- Fall surface is well drained
- Rubber cushion surfaces are free of holes and tears
- Rubber cushion surfaces are secure to base material and curbing

Borders

- Playground borders are well defined and intact
- Playground borders meet ASTM and NPSI standards



Decks

- Planks are intact, smooth, structurally sound, free of splinters and no cracks greater than ¼ inch
- Nails, bolts and screws are flush with surface
- Planks are level with no excessive warping

General

- Slides and climbing devices are properly anchored
- All moving parts are properly lubricated and functioning as intended
- S-hooks and swing seats are in good operating condition
- Damaged or under repair equipment is removed or properly marked and isolated from public use until repaired
- Playgrounds should adhere to the Americans with Disabilities Act standards

Picnic Areas and Shelters

General

- Access to facilities complies with ADA
- Shelters are clean, sanitary, and free of graffiti
- Lights and electrical plugs are operational and comply with appropriate building codes
- Vegetation around structure is trimmed back to reduce hazards and does not impede entry and egress
- Grounds around structure are mowed, trimmed and free of litter, debris, and hazards
- Shelters are structurally sound, clean, painted with no rotted lumber or rusted metal and no loose siding or loose shingles
- Water fountains and hose bibs (if provided) are operational
- Signage and rules and regulations information are posted in a noticeable location

Tables

- Tables are clean, free of dust, mildew, and graffiti
- Table hardware is intact
- Table frames are intact, and slats are properly secured
- Table seats and tops are smooth with no protrusions and have no exposed sharp edges or pointed corners



Grills

- Grills are operational and free of rust and metal deterioration
- Grills are clean and free of grease build-up
- Grill racks are operational and secure, and grills are properly anchored to reduce hazard and theft

Trash Receptacles

- Receptacles are clean, free of odors and liners in place
- Receptacles are painted, free of damaged or missing parts and properly anchored
- Area around receptacles is clean and free of trash and debris

Tennis Courts

Surfacing

- Surface is smooth, level, and well drained with no standing water
- Surface is free of large cracks, holes, and trip hazards
- Surface is painted and striped in accordance with U.S. Tennis Association court specifications and for Pickle ball where appropriate
- Worn painted surfaces do not exceed 30 percent of total court surface
- Surface is free of litter, debris, gravel, and graffiti

Nets

- Nets and wind screens are free of tears and frays
- Nets are properly installed and secured to support poles
- Nets have center stripes installed at the regulated height and are anchored to the court
- Support poles have hardware intact and are properly anchored and installed
- Wind screens are properly installed and secured to fencing

Fencing

- Fencing is galvanized chain link and is the appropriate gauge wire for specified use
- Fencing material is properly secured to support rails
- Support rails are properly secured and straight
- Fencing is free of holes, protrusions, and catch points
- Fabric is straight and free of bending or sagging
- Gates and latches are operational
- Windscreens are tightly secured and free of tears and holes



Outdoor Basketball Courts

Surfacing

- Surface is smooth, level, well drained, and free of standing water
- Surface is free of large cracks, holes, and tripping hazards
- Surface is painted and striped per court specifications
- Surface is free of litter, debris, gravel, and graffiti
- Goals and Backboards
- Goals and backboards are level with hardware intact
- Goals and backboard are painted
- Nets are properly hung and free of tears and fraying
- Support poles are secure in ground and straight

Aquatic Facility and Pools

Daily Operating Maintenance

- Inspect daily, ensure local Health Department and State amusement park authority standards are met
- Maintain water chemistry levels, test twice a day and adjust as required
- Vacuum and remove debris daily or as needed
- Set mechanical inspection schedule, repair, and replace with like equipment as preferred
- Clean strainer baskets regularly
- Regularly backwash sand-filters
- Monitor TDS levels, drain and refill as needed
- Comply with Virginia Graham Backer Act for pool drain covers

Sand Volleyball Courts

Nets

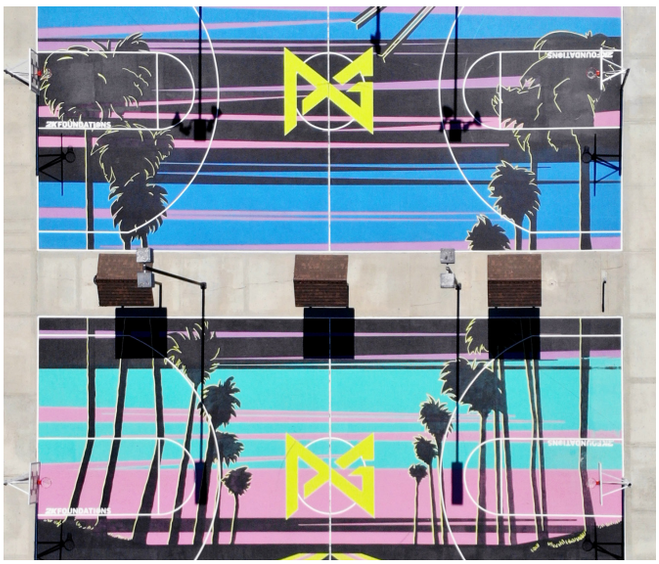
- Nets are free from holes and are not torn or tattered
- Nets are hung tightly at specified height
- Nets are securely attached to support poles
- Support poles have hardware intact, are properly anchored, and installed

Sand Surface

- Court surface is loose sand
- Surface is smooth with good drainage and no standing water
- Surface is free of weeds, grass, debris, and litter

Borders

- Borders are well defined and intact
- Borders meet International Volleyball Federation (FIVB), ASTM and NPSI standards
- Surrounding area is free of debris and encroaching landscaping to reduce hazard




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APPENDIX 5

Sports Field Technical Data Report

PRZ SPORTS TURF CONSULTING

Technical Data Report

4/18/2024

You are currently core / plug aerating 3 times a year. I am still recommending that this be done once a year to take place during Annual Renovation Rest and Maintenance Periods to create holes for the top dressing to be drug into.

1. I am recommending that you purchase a knife aerator and specify knife aerating in your upcoming contract specifications, enabling you to knife aerate 3-8 times per year based on the wear on each field. This not only slices the soil 4.5" deep but also slices the Bermuda grass rhizomes reducing the need to dethatch to prevent thatch build up. This slicing of the rhizomes causes Bermuda grass to start new plants close to the parent plant, with the result being denser turf over time.



Normally when you plug aerate, you go in two directions, but you only go in one direction when knife aerating because you can create an X where the two passes cross and the corner of these Xs can be caught by cleats and tear the turf. During annual renovation rest & maintenance periods when fields are closed for over-seeding, you can go in two directions because the Xs will be healed before play resumes.

2. You will need to deep tine or fracture tine once a year during the annual renovation rest & maintenance period to break up compaction. I recommend the Aerway aerator below which has a fracturing tine that fractures 7.5" deep. The 90" model that does 4.5 acres per hour is the model you would prefer the contractor would own.



3. An alternative might be to specify that your contractor provide a deep tine machine like the one below which uses 1" by 8" solid tines in 1 direction and 1" by 8" plug pulling tines in at 90 degrees to the first pass, but this is very slow and would be costly to have them do this many acres.





4. I am recommending top dressing your high wear fields each year to relevel the fields by filling in low spots and compacted areas. Your focus should be to balance efforts between recently improved fields to optimize sustainability with fields that have not been recently improved but need attention to address safety issues. The maintenance calendars for each site I am providing with this assessment all show the annual renovation maintenance & rest period starting the first week of April, which is the earliest that you should start. This is the 30-year average date where the soil temperatures should be high enough for Bermuda grass seed to germinate. Hydroseeding would improve the soil temperature more quickly.

Obviously, you can't shut down all the fields at the same time, but you should shut down 1 field at a time at each site and keep moving to the next field after 8 weeks for a total of up to two fields of warm season turf or 3 fields of cold season turf rested and over-seeded at each site annually.

Below is a 4-yard top dresser that you will need to include in contract specifications. You should also purchase one for the city, to effectively manage top dressing. Anything smaller would be inefficient.



5. After top dressing, all the materials need to be drug into the aeration holes in as many passes as necessary to relevel the field and break up all the plugs and any chunks. You may have an infield drag that can be used to drag the materials into the holes but normally these are very narrow and only carry 1- 1.5" of material. This means it will take many hours of dragging on a standard field. The drag below is 15' wide and drags 3" of material at a time.



It is available through GreenOne industries for approximately $4,000.-303-795-9443- Leroy.

6. For high wear fields such as yours, it is important that fields receive an “Annual Renovation Rest & Maintenance Period” in late spring, as soon as soil temperatures are in range for seed germination.

   Obviously, you can’t shut down all the fields at the same time, but you should shut down 1 field at a time at each site and keep moving to another field at the same site after 8 weeks for a total of up to two fields of warm season turf or 3 fields of cold season turf rested and over-seeded at each site annually.

Warm Season Turf – Soccer Fields

	FERTILITY PROGRAM			ANNUAL MAINTENANCE			ANNUAL RESTORATION REST PERIOD - HIGH WEAR WARM SEASON TURF						
WEEK OF:	FERTIGATION PER SOIL AGRONOMIC TESTING	MICORHIZZAE, HUMIC ACID AND SEA KELP	HYDRETAIN ROOTZONE MOISTURE MANAGER GLS	MOWS PER WEEK	KNIFE AERATION	PRE-POST EMERGENT	BROADLEAF CONTROL APPLICATION	SHATTER TINE AERATION	PLUG / CORE AEATION	VERTI-CUT	TOP DRESS - DRAG SAND & CONDITIONERS INTO PLUG AERATION HOLES	OVER-SEED AND TOP WITH PREMIUM COMPOST	SPRAY COLORANT
01/01/25				0									
01/06/25				0									
01/13/25				0									
01/20/25				0									
01/27/25				0									
02/03/25				0									
02/10/25				0									
02/17/25				0									
02/24/25				0									
03/03/25				0									
03/10/25				0									
03/17/25				0									
03/24/25				1	X								
03/31/25				1									
04/07/25	X	X	X	2			X						
04/14/25				2				X	X	X	X	X	
04/21/25				2	X								
04/28/25				2									
05/05/25	X	X		2									
05/12/25				2									
05/19/25				2									
05/26/25				2	X								
06/02/25	X	X	X	2									
06/09/25				2			X						
06/16/25				2				X	X	X	X	X	
06/23/25				2	X								
06/30/25	X	X		2									
07/07/25				2									
07/14/25				2									
07/21/25				2									
07/28/25				2	X								
08/04/25	X	X	X	2									
08/11/25				2									
08/18/25				2									
08/25/25				2	X								
09/01/25	X	X		2									
09/08/25				2									X
09/15/25				2									
09/22/25				2									
09/29/25				2									
10/06/25				2									
10/13/25				2									
10/20/25				2									
10/27/25				1									
11/03/25				1									
11/10/25				0									
11/17/25				0									
11/24/25				0									
12/01/25				0									
12/08/25				0									
12/15/25				0									
12/22/25				0									
12/29/25				0									

Cold Season Turf – Passive, Multi-Use and Softball Fields

	FERTILITY PROGRAM			ANNUAL MAINTENANCE			ANNUAL RESTORATION REST PERIOD - COLD SEASON TURF						
WEEK OF:	FERTIGATION PER SOIL AGRONOMIC TESTING	MICORHIZZAE, HUMIC ACID AND SEA KELP	HYDRETAIN ROOTZONE MOISTURE MANAGER GLS	MOWS PER WEEK	KNIFE AERATION	PRE-POST EMERGENT	BROADLEAF CONTROL APPLICATION	SHATTER TINE AERATION	PLUG / CORE AEATION	VERTI-CUT	TOP DRESS - DRAG SAND & CONDITIONERS INTO PLUG AERATION HOLES	OVER-SEED AND TOP WITH PREMIUM COMPOST	SPRAY COLORANT
01/01/25				0									
01/06/25				0									
01/13/25				0									
01/20/25				0									
01/27/25				0									
02/03/25				0									
02/10/25				0									
02/17/25				0									
02/24/25				0									
03/03/25				0									
03/10/25				0									
03/17/25				0									
03/24/25				1									
03/31/25				1	X								
04/07/25	X	X	X	1			X						
04/14/25				1				X	X	X	X	X	
04/21/25				1									
04/28/25				1									
05/05/25	X	X		1									
05/12/25				1									
05/19/25				1									
05/26/25				1	X								
06/02/25	X	X	X	1									
06/09/25				1			X						
06/16/25				1				X	X	X	X	X	
06/23/25				1									
06/30/25	X	X		1									
07/07/25				1									
07/14/25				1									
07/21/25				1									
07/28/25				1	X								
08/04/25	X	X	X	1									
08/11/25				1			X						
08/18/25				1				X	X	X	X	X	
08/25/25				1									
09/01/25	X	X		1									
09/08/25				1									
09/15/25				1									
09/22/25				1									
09/29/25				1									
10/06/25				1									
10/13/25				1									
10/20/25				1									
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11/03/25				1									
11/10/25				0									
11/17/25				0									
11/24/25				0									
12/01/25				0									
12/08/25				0									
12/15/25				0									
12/22/25				0									
12/29/25				0									

Fields need to be set aside for a period of 8 weeks each spring for rest and maintenance where you will need to:

A. Install temporary chain link fencing.
B. Conduct broadleaf control selective herbicide application.
C. Mow turf as low as possible.
D. Verti-cut turfgrass and remove thatch from the field.
E. Top dress with a 1/8” 80/20 sand/compost mix.
F. Fracture or deep tine aerate in two directions to break up all compaction 7.5”-8” deep.

G. Plug aerate in 2 directions to create many holes for top dressing to be drug into, leaving the plugs on the surface.
H. Drag the top-dressing materials into the aeration holes.
I. Over-seed, top with compost and irrigate for seed germination.
J. After the second mow, fertilize with any additional dry nutrients that may be needed.

7. I am recommending that you apply a green colorant to all your warm season turf fields for the reasons described in the executive summary. I am recommending applying this the first or second week of September approximately 2 weeks before the bermuda goes dormant because this may keep you from having to conduct a second application. The fact that you won't be mowing the dormant turf should make this last until the bermuda grass comes out of dormancy. The product is Endurant. It is completely safe for children and is used even in dog parks and horse racing tracks. They have a product that is added to the mixing tank that keeps it from coming off on clothes and are the only company with a product that does this.

   Mix 11 gallons of colorant plus 4 gallons of the clothes protector (Spray and Stay) in 90 gallons of water and spray over 1 acre in 2 directions (45 gallons in each direction). I got a quote of $56 per gallon for 250-gallon totes of Endurant and $136 for 4 gallons of Spray and Stay if you buy directly from the company and place the order in June for shipment in the fall. This makes the cost to be $52,091 or $430/ acre. Jenifer-843-450-0210. In comparison, fall over-seeding of warm season turfgrass with rye grass spread at 15 lbs./1,000 sq. ft. would cost $64,948 or $536/acre for just the materials. You would need to factor in your contracted labor rates for total cost of colorant application or fall over-seeding.

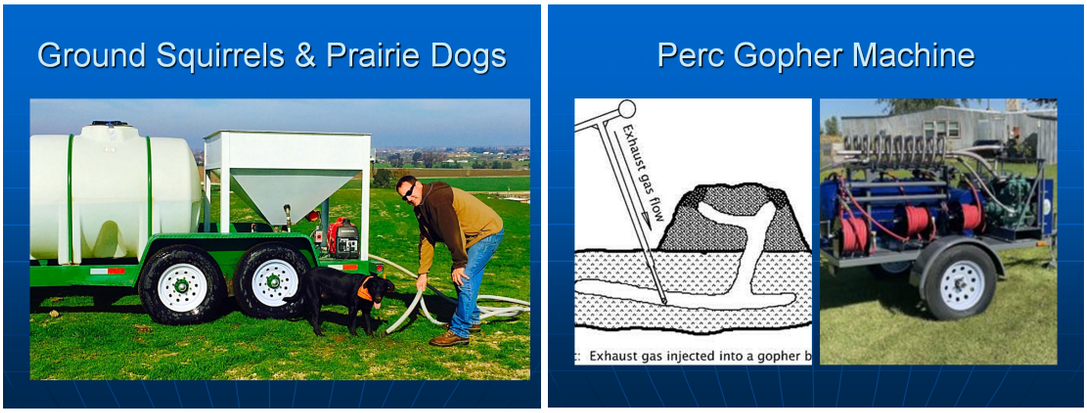
8. I am recommending that you overseed soccer fields with Rio, an improved Bermuda grass with high wear characteristics. While you are currently mowing your common bermuda grass at 3", Rio is a fine bladed dark green grass that should be cut at 1" or 1.5" max. The user groups will love the improved action provided by a shorter cut. As the bermuda grass approaches dormancy, you should raise the cutting height to 2" to give you more depth to tolerate wear on the dormant turf. The contractor is responsible for keeping their mower blades sharpened and the reel mower blades must be able to cut paper before each use.

9. I am recommending that you overseed passive turf areas, multi-use, and softball fields with cold season turf. Use drought tolerant Tripple Crown Extreme from Stover's seed company for passive turf areas and consider Perennial Rye and Bluegrass blends for softball fields.

10. I am recommending that you sod the fields that you completely renovate each year instead of overseeding because sod will grow-in much quicker than seed allowing you to bring fields back online quicker. Seed requires 120 days grow in and sod normally 60 days. If you install fertigation at each of these sites you can bring them back online in 45 days with sod. I am recommending the Tif Tuf hybrid bermuda grass from AG Sod company in Palmdale. It too should be cut at 1" or 1.5".

11. For your gophers and ground squirrels I am recommending the machines below. The one on the left is the Burrow Blocker. It pumps a slurry of water and sand into the ground squirrel holes filling them to the top including side holes. Burrow Blocker -Lisa-925-634-9204.

    Gophers dig sideways, so the H & M Perc Machine pumps carbon dioxide into the burrows. Both are environmentally safe in that there are no poisons that can affect predators. H& M Perc Machine- 855-667-5181



12. Below are products that need to be applied in the next year. I do not recommend dry products that contain all three of the main nutrients of N-P-K. This is because it would require such a large quantity of these to meet the needs of your fields and at greater expense. The products below are agricultural products that are very concentrated, and some are commodity items which means they are less expensive.

    A. Some fields need granule 0-0-50 potassium. It increases turf rigidity and boosts stress, drought, and wear tolerance.
    B. A few sites are calling for lime to raise the pH of soil into the more ideal range for turf grasses.
    C. Several sites are calling for gypsum because of a high sodium level in the soil.
    D. The green colorant.

These 4 above can be bid out or provided by your regular vendors.

    E. Terra Pro-
        1. A soil activator that only needs to be applied once in a lifetime.
        2. Helps to break down and prevent soil compaction in the first season.
        3. Increases soil porosity thus causing root, moisture, and oxygen penetration deeper into the soil.
        4. Produces deeper roots-increasing turf wear tolerance.
        5. Contains Nano Technology developed in conjunction with Sandia National Labs

6. A dry product with 46 trace minerals and 25 families of beneficial microbial bacteria added.
7. An all-organic product that contains a natural humectant which attracts and holds moisture to the root hairs from the atmosphere and soil.

This product will be applied during your top-dressing process with the top dresser because of the amount of material. Applied at 1,000 lbs./acre. Ecofert is the California supplier.

F. I am providing you with a spreadsheet that shows the quantities that you will need to order.

Addendum A - Site Survey

			2024 SITE SURVEY				
	Root	Field	Bare		Compacted	Irrigation	Worn
SITE	Depth	CONDITION	Spots	Weeds	Areas	System	Areas
Foothill Park Multiuse Field	1.5-2"	Fair	20%	30%	35%	Good	20%
Anaverde Park Multi-Use Field	1.5-2"	Poor	0%	25%	30%	Good	20%
Domenic Massari Park Field 1-4	1.5-2"	Good	5-15%	25%	5-15%	Good	10-15%
Domenic Massari Park Soccer Fields 6	1. 5-2'	Poor to Good	0%	5-40%	25%	Poor to Good	15-60%
Arnie Quinones Park Multi Use Field	4.00	Good	5%	25%	5%	Good	5%
William J McAdams Park Multi-Use Field	3.00	Poor	15%	25%	5-10%	Good	15%
William J McAdams Park BB Fields	3.50	Fair	20%	25%	35%	Good	20%
Joshua Hills Park Multi-Use Fields	4.00	Poor	25%	40%	35%	Good	35%
Manzanita Hills Park Multi-Use Field	3.00	Poor	30%	65%	35%	Poor	45%
Marie Kerr Park Soccer South	3.00	Fair	40%	40%	40%	Good	45%
Marie Kerr Park Soccer North	2"	Fair	20%	30%	25%	Good	25%
Marie Kerr Park Soccer Field #2	2"	Fair	15%	5-10%	35%	Good	15%
Sam Yellen Park Soccer Field	2"	Good	35%	40%	15%	Good	20%
Desert Sands Park Baseball Diamonds	2"	Fair	25%	25%	80%	Good	20%
Desert Sands Park Soccer Fields	2"	Poor	25%	20-40%	25-50%	Good	15%
Pelona Vista Park Soccer Fields 1-5	2.50	Fair	25-50%	20%	25%	Good	25-50%
Pelona Vista Park Soccer Fields 6-10	2"	Good	30%	20%	25%	Good	20%
Best of The West Complex Diamonds Field F	2"	Good	3%	4%	1%	Good	2%
Best of The West Complex Diamond 3	2.50	Good	3%	4%	1%	Good	2%
Best of The West Complex Diamond 5	2.50	Good	20%	20%	20%	Good	20%
Best of The West Complex Diamond 7	2"	Good	3%	4%	1%	Good	2%
Best of The West Complex Diamond 6	2"	Good	3%	4%	1%	Good	2%
Best of The West Complex Diamond 8	2"	Good	3%	4%	1%	Good	2%

Addendum B - Wear in Hours Per Week

WEAR INDEX IN HOURS PER WEEK						
			Actual	Actual	Current	Current
		#	Hours/Yr	Hours/Wk	Wear	Maint.
SITE	Sq. Ft	Weeks	Per Field	Per Field	Level	Level
Foothill Park Multiuse Field	257248	32	680	20.0	2.00	1.17
Anaverde Park Multi-Use Field	175093	32	600	11.5	1.30	1.17
Domenic Massari Park Field 1-4	438000	32	1056	24.0	1.90	1.17
Domenic Massari Park Soccer Fields #9	484800	32	840	24.0	2.20	1.17
Arnie Quinones Park Multi Use Field	39316	32	600	11.5	1.50	1.17
William J McAdams Park Multi-Use Field	276000	32	1743	33.5	4.67	1.17
William J McAdams Park BB Fields	142900	32	1376	32.0	3.83	1.17
Joshua Hills Park Multi-Use Fields	118320	32	780	15.0	4.67	1.17
Manzanita Hills Park Multi-Use Field	107166	32	313	12.0	2.17	1.17
Marie Kerr Park Soccer South	63145	32	1388	26.7	4.67	1.17
Marie Kerr Park Soccer North	62490	32	1287	24.7	4.67	1.92
Desert Sands Park Baseball Diamonds	137500	32	1335	25.7	2.33	1.17
Desert Sands Park Soccer Fields	109150	32	1118	21.5	4.08	1.17
Pelona Vista Park Soccer Fields 1-5	384656	32	1275	26.6	4.67	1.92
Pelona Vista Park Soccer Fields 6-10	616735	32	1276	26.6	4.67	1.17
Best of The West Complex Diamonds Field 1-4	359420	32	1367	28.5	3.50	1.17
Best of The West Complex Diamond 3	81733	32	921	19.2	1.83	1.17
Best of The West Complex Diamond 5	40552	32	1276	26.6	2.00	1.17
Best of The West Complex Diamond 7	33291	32	1237	25.8	3.58	1.17
Best of The West Complex Diamond 6	50157	32	1892	39.4	3.92	1.17
Best of The West Complex Diamond 8	50157	32	1161	24.2	3.17	1.17

Addendum C - Maintenance Frequency Chart

MAINTENANCE FREQUENCY

	Category Level		Mowings Per Year		Aerations Per Year		Top Dressings Per Year		Overseed Per Year		Fertilize Per Year	
	Curr. Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level
Foothill Park Multiuse Field	1.17	2.33	32	32	3	3	0	0	0	1	3	6
Anaverde Park Multi-Use Field	1.17	2.33	32	32	3	3	0	0	0	1	3	6
Domenic Massari Park Field 1-4	1.17	2.33	32	32	3	3	0	0	0	1	3	6
Domenic Massari Park Soccer Fields #9	1.17	2.33	32	66	3	8	0	1	0	1	3	6
Arnie Quinones Park Multi Use Field	1.17	2.17	32	32	3	3	0	0	0	1	3	6
William J McAdams Park Multi-Use Field	1.17	4.67	32	66	9	8	0	1	0	1	3	6
William J McAdams Park BB Fields	1.17	3.83	32	32	3	3	0	0	0	1	3	6
Joshua Hills Park Multi-Use Fields	1.17	4.67	32	66	3	8	0	1	0	1	3	6
Manzanita Hills Park Multi-Use Field	1.17	2.17	32	32	3	3	0	0	0	1	3	6
Marie Kerr Park Soccer South	1.17	4.67	32	66	3	8	0	1	0	1	3	6
Marie Kerr Park Soccer North	1.17	4.67	32	66	3	8	1	1	0	1	3	6
Sam Yellen Park Soccer Field	1.17	4.67	32	66	3	8	0	1	0	1	3	6
Desert Sands Park Baseball Diamonds	1.17	2.92	32	32	3	3	0	0	0	1	3	6
Desert Sands Park Soccer Fields	1.17	4.08	32	32	3	6	0	1	0	1	3	6
Pelona Vista Park Soccer Fields 1-5	1.92	4.67	32	66	3	8	1	1	0	1	3	6
Pelona Vista Park Soccer Fields 6-10	1.17	4.67	32	65	3	8	0	1	0	1	3	6
Best of The West Complex Diamonds Field 1-4	1.17	3.50	32	65	3	6	0	1	0	1	3	6
Best of The West Complex Diamond 3	1.17	1.83	32	32	3	6	0	0	0	1	3	6
Best of The West Complex Diamond 5	1.17	2.00	32	32	3	6	0	0	0	1	3	6
Best of The West Complex Diamond 7	1.17	3.58	32	32	3	8	0	1	0	1	3	6
Best of The West Complex Diamond 6	1.17	3.92	32	66	3	8	0	1	0	1	3	6
Best of The West Complex Diamond 8	1.17	3.17	32	65	3	8	0	0	0	1	3	6
AVERAGES	1.20	3.42										

This concludes the Technical Data Report.


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APPENDIX 6

Sports Field Assessment

PRZ SPORTS TURF CONSULTING

4/8/2024
Steven J. Montenegro, Parks Superintendent
City of Palmdale-Public Works-Maintenance
39110 3rd Street East, Suite C
Palmdale, Ca. 93550

RE: PRZ Sports Field Assessment Executive Summary:
Athletic Fields on 12 sites

Steve, here is what I found at your sites:

1. Your high wear sports fields are currently not tolerating the wear they are receiving. Your current maintenance level on these fields is an average of 1.20 but your average wear level is 3.42 with some fields as high as 4.67, 5 being the highest. There is a direct correlation between maintenance and wear. This much difference between your maintenance and wear is creating turf sustainability problems and damaged fields.

2. You are receiving requests to do away with bermuda grass because it goes dormant brown for many months out of the year and sports groups are playing on these dormant fields.

3. Your soil analysis revealed that all your sites have a sand content above 65% and thus lower clay content which means they normally will percolate better and be less likely to compact as easily if aerated properly. I also discovered that many of your sites are high in sodium.

4. You are currently fertilizing your fields 3 times a year, mowing them once a week at 3”, and aerating them 3 times a year. You started top dressing some fields last year. You are currently not overseeding these fields to promote turf sustainability because there are currently no annual renovation rest & maintenance periods. You started dethatching some fields last year.

5. You are currently setting aside 3 fields each year for major renovation but have no annual renovation rest & maintenance periods for the rest of the fields.

6. You are using fertigation at one site.

7. You are currently adding Hydretain, a moisture retention product in a granular form on all your fields.

8. While pulling samples, we found your roots are very shallow, between 2-3" deep.

9. Your soil analyses indicate that some of these fields are lacking in some nutrients.

10. I found it unusual that nearly all your fields have weed, ground squirrel or gopher problems.
11. You have been hydroseeding with a Bermuda / Rye grass mixture in the spring with mixed results.
12. You have 3 sources of irrigation water for these sites, one is recycled water.

Needed improvements and changes:

1. You must increase your maintenance level on these fields. You will need to add tasks annually to achieve maximum sustainability.

   A. You are currently adding 3 lbs./1,000 sq. ft. annually of nitrogen to all your fields. This can be sufficient for baseball and softball fields, but your high wear fields need 5 lbs./ 1,000 square feet to meet their wear conditions.

   B. I am recommending additional mowings per week based on the wear on the fields.

   C. Your 3 aerations per year are plug pulling aerations and this is sufficient for the baseball and softball fields, but the high wear fields may need as many as monthly aeration during the growing season. I also recommend that you only use the plug puller during the recommended annual rest & renovation maintenance period just before top dressing and switch to knife aerations during the growing season for many reasons explained further on in this assessment.

   D. I am recommending that you switch to knife aeration because a knife aerator penetrates 4.5 inches deep versus the plug pulling aerator at only 3 inches deep. Monthly knife aeration will reduce the need for dethatching. I would have you pull plugs once a year in 2 directions to create holes for dragging top dressing into. I recommend top dressing the high wear fields immediately after plug pulling to relevel the grade of the field each year.

   E. Your current plan of completely renovating 3 badly damaged fields each year is a good one. Because you are hydroseeding these renovated fields, you are having to keep them offline for the entire growing season. If you were to sod these fields, you could bring them back into play in 60 days, 45 days if you add fertigation to them.

      I am recommending that you rotate rest periods by setting aside some of your highest wear fields 1 at a time or 1 site at a time all during the growing season for

"Annual Renovation Rest & Maintenance" which is deep tine aeration to break up compaction 8" deep, plug pulling and top dressing to relevel the field and over-seeding as required. By increasing the maintenance tasks above, you should eventually be able to cut back on the number of fields requiring this. Your focus should be to balance efforts between recently improved fields to optimize sustainability, with fields that have not been recently improved but need attention to address safety issues. The maintenance calendars for each site I am providing with this assessment all show the annual renovation maintenance & rest period starting the first week of April, which is the earliest that you should start. This is the 30-year average date where the soil temperatures should be high enough for Bermuda grass seed to germinate. Hydroseeding would improve the soil temperature more quickly.

F. You began top dressing some fields two years ago. The golf courses in your area use a very expensive U.S.G.A. sand which was used to build and top dress their greens. This product only comes from the California desert at $75/ton delivered to Palmdale in full truck loads. I have used #2 sand as a close second to U.S.G.A. sand, but it will cost $50 per ton delivered to Palmdale. I looked at the sieve analysis of your local Site One's sand and it will work well for your sites at $25 delivered. Also, your local compost is a very good product at a very good price.

2. I am recommending Rio, cold tolerant Bermuda grass for high wear soccer fields and cool season turf blends for passive turf areas and multi-use turf areas. Use drought tolerant Tripple Crown Extreme from Stover's seed company for passive turf areas and consider Perennial Rye and Bluegrass blends for softball fields.

3. Also, I am recommending spraying green dye on all your warm season turf in the fall to have green grass all winter. All the golf courses in your area are using this dye rather than overseeding with rye grass because it is much cheaper, and they don't have the problems that Rye grass presents as far as retarding the Bermuda grass coming out of dormancy in the spring in your microclimate.

4. High Sodium levels in the root zones can have a dramatic effect on the wearability and sustainability of turf grasses. This calls for a sodium reducing product and gypsum at some of your sites. Several sites had a low pH and will require the addition of lime to bring them into the ideal turf grass pH.

5. I am recommending that you install fertigation on all these fields because:

   A. It is the fastest way to establish new turf and the fastest way to mend damaged turf.

   B. Every drop of water that hits the leaves contains a drop of fertilizer and 20% of it enters directly into the leaf. The other 80% that hits the ground is available for the microbes immediately.

C. When you spread granular fertilizer, it must first be broken down by the irrigation water and then by the microbes in the soil to be available to the plant.

D. The one fertigation system you have is a syphon system and this does not accurately inject the nutrients and can foul easily if more than one product is mixed in the same tank.

E. The multi tank and pump system I am recommending can be installed with a modem that controls which zones will get the nutrients and keep track of gallons of irrigation water used per site.

F. Also, I am recommending that you specify in your fertigation bidding process, that bidders provide monthly service to each site, load the nutrients in the system tanks, walk the fields at each site, provide a monthly written report of their findings and warranty all systems while under contract. This saves you labor hours and provides extra eyes to help monitor your turf maintenance program.

6. I am recommending that you apply the Hydretain product in liquid form which you are now applying in a granular form to continue saving on irrigation water usage. It is less expensive in liquid form and can be added through the fertigation systems discussed above.

7. For your high wear sports fields to tolerate the wear they're getting, they need 6 to 8 inches of roots. Your roots are much shallower, however by increasing the amount of aeration as recommended above and using a knife aerator at 4.5 inches you will increase the depth of your root system.

   Also, regular knife aeration will reduce the need for de-thatching or verti-cutting Bermuda grass since knife aeration slices the stolens which cause thatch. Knife aeration slices the Bermuda grass rhizomes which spread sideways under the surface and causes them to create more new plants and tighter turf over time.

8. You will need to add additional nutrients to some of these fields based on soil analysis that we took. The fertigation system above would be adding liquid nitrogen, the Hydretain water saving product and the sodium reducing product in those areas where needed. There will still be some granular products that will need to be added to meet the needs of these fields and will need to be spread by your contractor.

9. You need to hire a professional, licensed IPM person and provide the proper equipment for eradicating weeds, ground squirrels and gopher problems. This is a specialized job, and this person must be responsible for the timing of applications for effective results. I do not have the expertise to know this information for each microclimate I deal with on a national level.

10. I am recommending that you overseed soccer fields with Rio, cold tolerant Bermuda grass with high wear characteristics. Where you are currently mowing your common Bermuda grass at 3", Rio is a fine bladed dark green grass that should be cut at 1" or 1.5" max. The user groups will love the shorter cut and improved action. I am also recommending that you over-seed passive & multi-use turf areas with Tripple Crown Extreme from Stover's Seed Company and a Perennial Rye, Bluegrass turf blend for softball fields.

11. The Palmdale Water District and L.A. County Waterworks irrigation water sources were rated by the lab as excellent, and the recycled water was rated as acceptable.

The recommended suppliers, the specific purchases that will need to be made, pricing, the contact person and their contact information that will be needed to implement my recommendations are listed later in the Technical Data Report.

This report is only the beginning. I am here to help implement any plans that we develop together.

After your review and comments, I will make any needed changes to this assessment. My fee covers any calls or discussions for implementing my recommendations through the 2024 growing season unless you need me to make additional visits to present this assessment to user groups, staff, or City Council at my $1,500 site visit fee.

I am recommending that you pull soil samples for agronomic testing once you have implemented the fertigation programs for one growing season and have me compare with the samples taken during the initial assessment to measure progress and make maintenance recommendations for subsequent years.

The following report identifies in detail the issues I found and how to address them.

Respectfully,



Larry Musser- President

3335 Double Tree Court, Colorado Springs, CO 80921 719-265-6003 ▯ Fax: 71-265-6049
larry@prz.com ▯ www.prz.com

Sports Turf Assessment Overview for City of Palmdale Sports Fields

The following is an evaluation of these fields as of January 2024. It discusses the current condition of these fields and explains why they are in these conditions. It will then go over a plan of action that can help to remedy any problems and cover the maintenance steps, needed equipment, and costs of maintaining these fields to prevent them from returning to their original condition. This document will then show the level of wear on the sports fields and how many hours of play per week each site can sustain and still have viable turf.

Current Conditions

			2024 SITE SURVEY				
	Root	Field	Bare		Compacted	Irrigation	Worn
SITE	Depth	CONDITION	Spots	Weeds	Areas	System	Areas
Foothill Park Multiuse Field	1.5-2"	Fair	20%	30%	35%	Good	20%
Anaverde Park Multi-Use Field	1.5-2"	Poor	0%	25%	30%	Good	20%
Domenic Massari Park Field 1-4	1.5-2"	Good	5-15%	25%	5-15%	Good	10-15%
Domenic Massari Park Soccer Fields 6	1. 5-2'	Poor to Good	0%	5-40%	25%	Poor to Good	15-60%
Arnie Quinones Park Multi Use Field	4.00	Good	5%	25%	5%	Good	5%
William J McAdams Park Multi-Use Field	3.00	Poor	15%	25%	5-10%	Good	15%
William J McAdams Park BB Fields	3.50	Fair	20%	25%	35%	Good	20%
Joshua Hills Park Multi-Use Fields	4.00	Poor	25%	40%	35%	Good	35%

The chart above lists the conditions we found on the fields. Overall, you can see that these fields have good irrigation systems but are shallow rooted, and all have some problem areas. This chart shows only some of the fields. The full chart can be seen in the Technical Data Report.

The Causes of Current Conditions:

1. **Wear** causes compaction which is the number one problem in turf management. In your case your wear on some of the fields is excessive. This combined with some of the other problems to be discussed in the following paragraphs, are causing the current conditions on these fields.

   Your average current maintenance level on these fields is approximately 1.20 on a scale of 1 to 5, 5 being the highest. Your average wear level is 3.42-4.67! This much difference between your maintenance level and your wear level is making it difficult to have sustainable fields during your highest wear times.

WEAR INDEX IN HOURS PER WEEK						
			Actual	Actual	Current	Current
		#	Hours/Yr	Hours/Wk	Wear	Maint.
SITE	Sq. Ft	Weeks	Per Field	Per Field	Level	Level
Foothill Park Baseball Fields	480000	32	680	20.0	2.00	1.17
Anaverde Park Multi-Use Field	260000	32	600	11.5	1.30	1.17
Domenic Massari Park SB Fields 1-4	1210000	32	1056	24.0	1.90	1.17
Domenic Massari Park Soccer Fields 5-9	600000	32	840	24.0	2.20	1.17
Arnie Quinones Park Multi Use Field	120000	32	600	11.5	2.20	1.17
William J McAdams Park Multi-Use Field	276000	32	1743	33.5	4.67	1.17
William J McAdams Park BB Fields	260000	32	1376	32.0	3.67	1.17
Joshua Hills Park Multi-Use Fields	105000	32	780	15.0	4.67	1.17

The chart above shows your current maintenance levels and current wear levels for some of the fields. The full chart can be seen in the Technical Data Report.

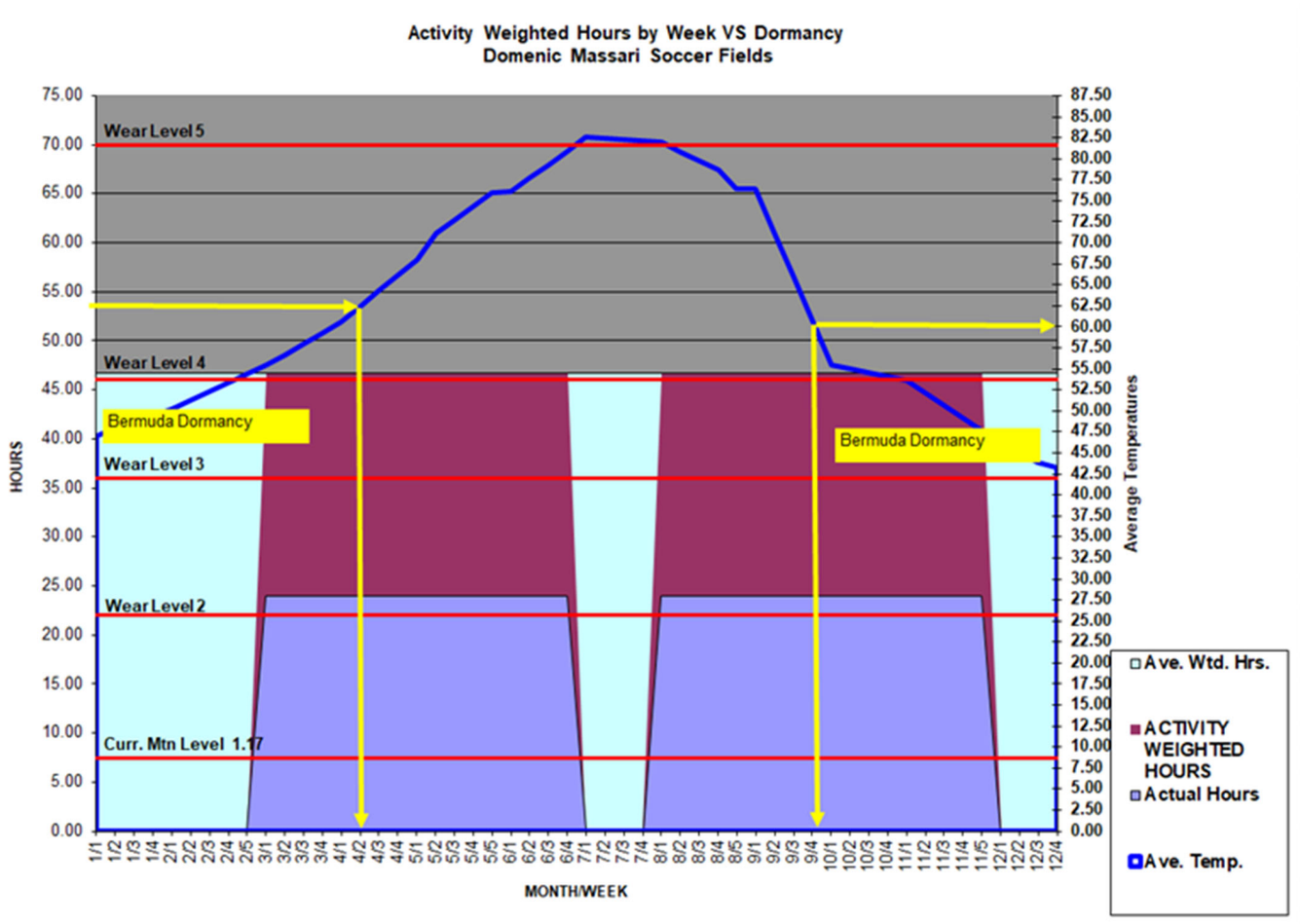
The following Activity Weighting Scale chart below shows the wear effect of each of the different sports and common activities that take place on sports fields. As you can see walking across a field is 1 and youth soccer practices are 2, meaning 1 hour of soccer practice is equivalent to 2 hours of walking or standing on the field. Also note that any sports clinic carries a 2.5 rating which helps to explain the damage that can result from a weeklong or even a weekend clinic or camp.

Activity Weighting Scale	
Walking on field	1.00
Baseball/Softball	1.25
PE	1.50
Parked Cars	1.50
Marching Band	1.75
Youth Soccer Games	1.85
Youth Football Games	1.85
Youth Soccer & FB Practice	2.00
Adult Soccer & FB Games	2.13
Adult Soccer & FB Practice	2.25
Lacrosse	2.25
Rugby	2.50

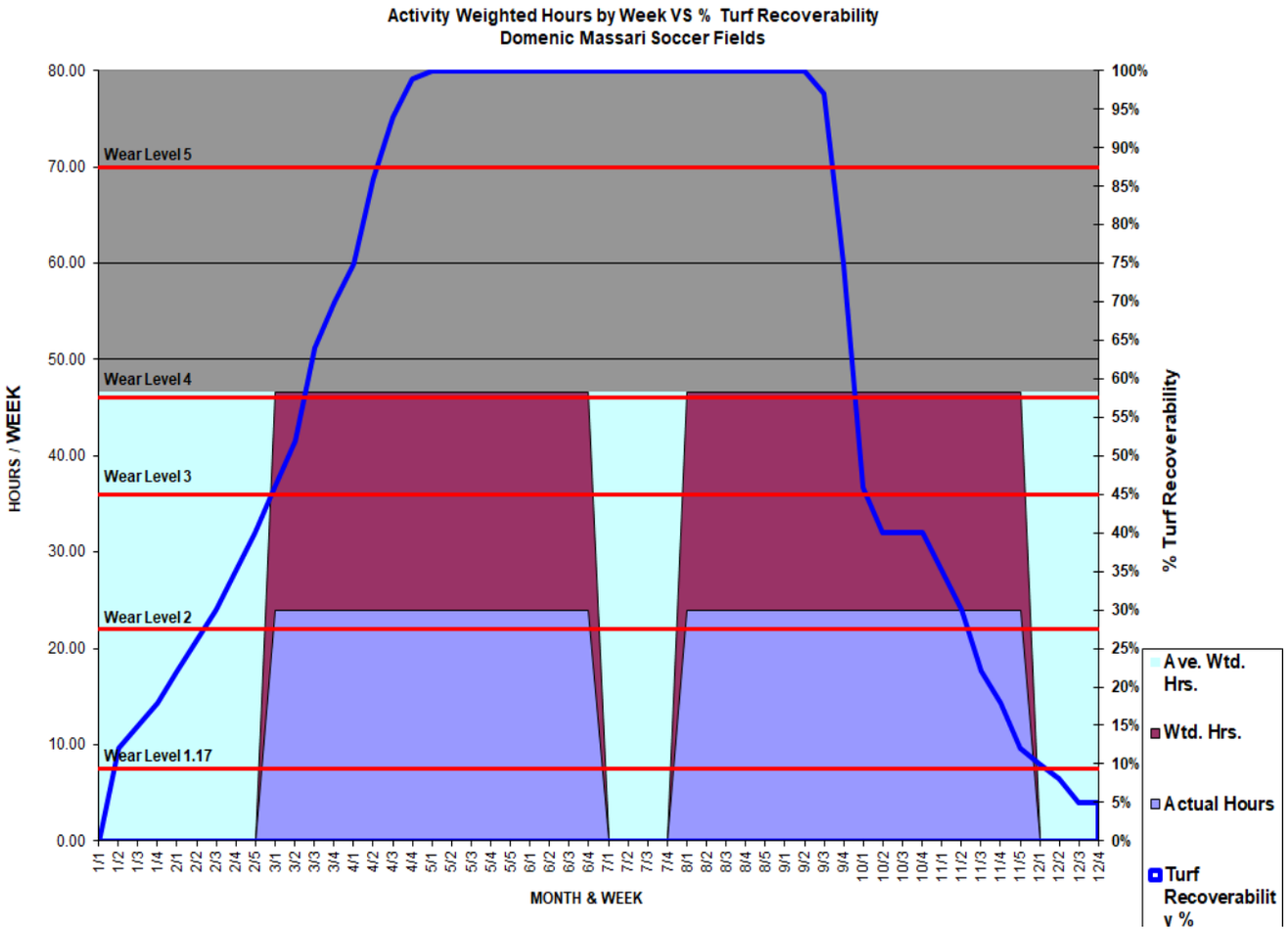
2. <u>The Growing Season and Turf Dormancy</u>:

The chart on the next page shows how much of your wear takes place during Bermuda grass dormancy on the Domenic Massari Soccer Fields.

The light blue area indicates actual hours on the field. The magenta (red) area represents the activity weighted hours on this field and the light green area represents the average activity weighted hours for the year. The light blue area represents the actual hours of play per week. In this case a great deal of the wear takes place during Bermuda dormancy.



The chart below shows the percentage of turf sustainability vs temperature. You can see as the temperatures approach the point of turf dormancy in early October, the ability of the turf to sustain itself is very low. The same is true as it comes out of dormancy in mid-April. It is still very low but improves weekly as the temperatures rise.



Your Potential Solutions

1. **<u>You Must Increase Your Maintenance Level</u>**
   You have a maintenance level of 1.20 and wear level average of 3.42 but in some cases as high as 4.67. The partial chart below shows your current number for each maintenance task you are doing per site and the recommended number of each of these tasks you will need to do for turf sustainability for each site.

MAINTENANCE FREQUENCY

	Category Level		Mowings Per Year		Aerations Per Year		Top Dressings Per Year		Overseed Per Year		Fertilize Per Year	
	Curr. Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level	Curr Level	New Level
Foothill Park Multiuse Field	1.17	2.33	32	32	3	3	0	0	0	1	3	6
Anaverde Park Multi-Use Field	1.17	2.33	32	32	3	3	0	0	0	1	3	6
Domenic Massari Park Field 1-4	1.17	2.17	32	32	3	3	0	0	0	1	3	6
Domenic Massari Park Soccer Fields #9	1.17	4.67	32	66	3	8	0	1	0	1	3	6
Arnie Quinones Park Multi Use Field	1.17	3.83	32	32	3	3	0	1	0	1	3	6
William J McAdams Park Multi-Use Field	1.17	4.67	32	66	9	8	0	1	0	1	3	6
William J McAdams Park BB Fields	1.17	2.17	32	32	3	3	0	0	0	1	3	6
Joshua Hills Park Multi-Use Fields	1.17	4.67	32	66	3	8	0	1	0	1	3	6

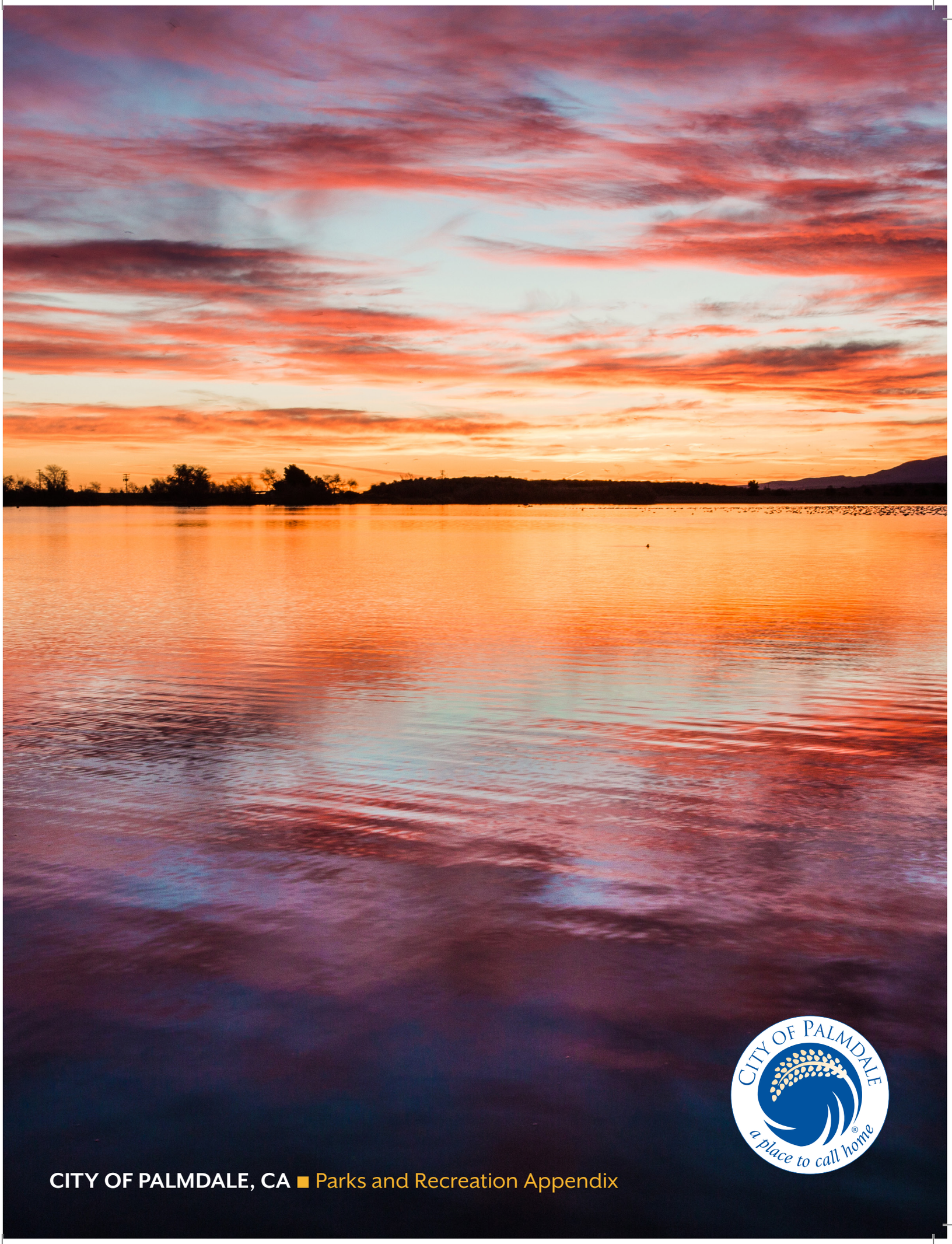
The full chart can be seen in the Technical Data Report.

Your new level of maintenance on these fields varies per site but may include:

- **Knife aeration monthly during each growing season.**
- **Monthly applications of fertilizer through fertigation to grow grass as fast as it is being worn off.**
- **Mowing up to 2 times a week during periods of high use because of the higher growth rate due to increased fertilizer application.**
- **Deep-tine aeration once annually to relieve and prevent deep compaction.**
- **Annual Top dressing to re-level the fields and to replace used up organics in the soil.**

In the Technical Data Report, you will find a breakdown of all the fertilizers, soil amendments and new equipment I am recommending. This concludes the Executive Summary for this assessment. The next step is for you to determine how many of these recommendations you can implement.

Larry Musser
President
Larry Musser
3335 Double Tree Ct., Colorado Springs, CO 80921 719-265-6003 larry@prz.com



CITY OF PALMDALE, CA ■ Parks and Recreation Appendix

DEPARTMENT OF PARKS AND RECREATION

Parks and Recreation Master Plan

CITY COUNCIL MEETING JULY 10, 2024


BerryDunn
Previous Touchpoints
Purpose of the Plan &
Project Process



Key Plan Components

- SERVICE TRENDS AND NEEDS
- DEPARTMENT AND FINANCIAL ANALYSIS
- MAINTENANCE ANALYSIS AND RECOMMENDED STANDARDS
- PARK AND FACILITY INVENTORY
- ASSET REPLACEMENT AND EXPANSION
- GUIDING ACTION PLAN

Parkland Snapshot

Current Parkland

- 22 Parks and Trails
- 368.26 Acres of Developed Parkland

Opportunities to Expand Parkland

- 5 Acres / 1,000 Population = 847.25 Acres
- Address General Plan Future Park Priority Areas
- Convert City-owned Land to Pocket Parks
- Explore Developer and City-owned Proposed Parkland and Open Space

Community Themes

- Parkland Priorities Include: Expanded and improved parks and facilities, safety and security, and new park amenities and neighborhood parks.





Services Snapshot

Specialty Facilities and Services

- DryTown Water Park, Palmdale Amphitheater, and Palmdale Playhouse
- City Special Events and Community Event Support
- Free Park and Community Center Programming
- 7,800 Program Registrations / Year, Totals 140,000 Service Hours

Community Themes

- High level of Satisfaction with Palmdale Amphitheater, Recreation Centers and Special Events
- Service Priorities Include: Special Events, Outdoor Recreation, Senior Services, Aquatic Programs, Youth Services, and Leagues





Where We Go From Here

Action Plan Goals

1. Enhance Organizational Efficiencies
2. Diversify Programs and Service Delivery
3. Improve and Expand Facilities, Parks, and Amenities
4. Increase Financial Opportunities
5. Continue to Improve Maintenance and Operations
6. Address ADA Accessibility at all Parks and Facilities
7. Diversity, Equity, and Inclusion
8. Conservation, Sustainability, Climate Action, and Resilience

Questions & Comments



City Council Staff Report

DATE: **JULY 10, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **WILLIAM P. CURLEY, III, CITY ATTORNEY**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-070, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THAT AN ORDINANCE BE SUBMITTED TO THE VOTERS AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024, APPROVING ENACTING AN AMENDMENT TO THE CITY'S TRANSACTIONS AND USE TAX, DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS OF THE MEASURE, SETTING PRIORITIES FOR FILING A WRITTEN ARGUMENT RELATING TO THE BALLOT MEASURE, AND PROVIDING FOR REBUTTAL ARGUMENTS RELATING TO THE BALLOT MEASURE**

RECOMMENDATION

Adopt Resolution No. CC 2024-070, ordering that an Ordinance be submitted to the voters at the General Municipal Election to be held on November 5, 2024, approving enacting an amendment to the City's Transactions and Use Tax, directing the City Attorney to prepare an Impartial Analysis of the Measure, setting priorities for filing a Written Argument relating to the Ballot Measure, and providing for Rebuttal Arguments relating to the Ballot Measure.

BACKGROUND

Previously, voters passed Measure AV, which enacted Chapter 3.21 of the Palmdale Municipal Code and established an additional sales tax of 0.75% within the City of Palmdale ("City") to fund essential services, including street repair, addressing homelessness, emergency response, public safety, maintaining local businesses, protecting water sources, and programs for seniors, veterans, and mental health, thereby increasing the total sales tax rate in City from 9.5% to 10.25%.

DISCUSSION

This proposed Resolution orders that an ordinance be submitted to voters at the general municipal election to be held on November 5, 2024, to amend Chapter 3.21 of the Palmdale Municipal Code to provide an automatic increase, to the maximum extent permitted by applicable law to the City's sales and use tax rate if, whenever, and to the

extent the rate may lawfully be increased — whether because another use tax expires, the Legislature increases the statutory aggregate maximum use tax applicable to the City, or otherwise.

FISCAL IMPACT

Unable to be determined until after the election to determine new possible revenue sources.

STRATEGIC PLAN

Prepared by:	William P. Curley, III, City Attorney
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

Reso. No. CC 2024-070, including proposed ordinance

RESOLUTION NO. CC 2024-070

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THAT AN ORDINANCE BE SUBMITTED TO THE VOTERS AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024, APPROVING ENACTING AN AMENDMENT TO THE CITY'S TRANSACTIONS AND USE TAX, DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS OF THE MEASURE, SETTING PRIORITIES FOR FILING A WRITTEN ARGUMENT RELATING TO THE BALLOT MEASURE, AND PROVIDING FOR REBUTTAL ARGUMENTS RELATING TO THE BALLOT MEASURE

I. Intent of the City Council

The health and safety of all residents, businesses and visitors to the City of Palmdale ("the City") is this City Council's highest concern and commitment; and

The City continues its commitment to establishing and enhancing its commitment to strong community partnerships, safe neighborhoods and parks, quality services to support residents, and professional, respectful and responsive city employees to make the City a strong, caring and safe community for all residents; and

The City has been proactive in its actions to protect residents during the COVID-19 pandemic, to beneficially reopen businesses and partner with local employers to ensure a strong economic recovery, serving as a model for other cities in Los Angeles County such as Lancaster; and

The City is committed to maintaining accelerated 911 emergency response times, youth, veteran and senior community benefit services, ensuring that public spaces are safe and clean, providing tangible benefits to assist homelessness remediation, repairing streets, and maintaining other essential city services; and

The City faces serious fiscal challenges due to inflation, budget concerns of the State and post Covid 19 impacts with funding for public services threatened as a result; and

The City currently expects an alarming increase in costs without equal increase in revenues. This will severely limit its ability to provide these essential City services; and

The City Council has directed critical cost-saving measures, while working hard to maintain a necessary level of service to the community; and

Additional locally controlled funding is necessary to protect essential city services and keep our community growing strong, healthy and safe into the future; and

This City Council proposes to submit to City voters an ordinance to automatically increase the City's Transaction and Use Tax if, whenever, and to the extent permitted by applicable law; and

The Transaction and Use Tax revenue increase will now remain in the City of Palmdale (overseen by a community oversight committee); and

II. Resolution

THEREFORE, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby finds and determines that the foregoing recitals that describe the purpose of the Council's actions are true and correct. The recitals are hereby incorporated into the operative provisions of this Resolution by this reference.

SECTION 2. The City Council intends to call, and has done so, the City's General Municipal Election, to be held on Tuesday, November 5, 2024, for the purpose of submitting the ordinance attached hereto as Attachment 1 (the "Ordinance") and incorporated herein to the voters pursuant to Section 9222 of the California Elections Code.

SECTION 3. The full text of the Ordinance is attached to this Resolution as Attachment 1 and shall be printed in the voter pamphlet. The measure to be submitted to the voters shall appear on the ballot as follows:

<table>
<tr><td colspan="2">City of PALMDALE</td></tr>
<tr><td rowspan="2">Palmdale Essential Services Protection Measure

"Shall an ordinance protecting Palmdale's long-term financial stability; maintaining essential city services; repairing streets/potholes; addressing homelessness; maintaining 911 emergency response; keeping public areas safe/clean for all; retaining local businesses; protecting local water sources; maintaining veterans, senior, mental health, community programs; by amending the city's sales and use tax ordinance to provide an automatic increase, to the maximum extent permitted by applicable law, to Palmdale's sales and use tax rate if, when, and to the extent the rate may lawfully be increased — whether because another use tax expires, the Legislature increases the statutory aggregate maximum use tax applicable to the City, or otherwise — be adopted?"</td><td>YES</td></tr>
<tr><td>NO</td></tr>
</table>

A copy of the Ordinance shall be available for inspection by the public in the City Clerk's Office, located at 38300 Sierra Highway Suite C, Palmdale, CA 93550. In addition, a copy of the ordinance shall be available, upon request, to any voter at the expense of the City.

SECTION 4. The proposed Ordinance enacts a general tax as defined in Article XIIIC of the California Constitution, and shall not take effect unless and until approved by a vote of at least a majority of the voters voting on the question at the election.

SECTION 5. The proposed ordinance shall be submitted to the voters for approval in compliance with the election resolutions to be adopted by the City Council, with the addition of the following:

A. The City Attorney is hereby directed to prepare an impartial analysis of the measure pursuant to Elections Code Section 9280.

B. The City Council hereby authorizes the following members of the legislative body to prepare and submit a ballot argument in favor of the measure pursuant to Elections Code Section 9282: [INSERT NAMES].

C. The City Council hereby authorizes rebuttal arguments, for this measure only, to be submitted pursuant to, and consistent with the requirements of, Elections Code Section 9285.

D. In all particulars not recited in this Resolution and the election resolutions to be adopted by the City Council, said election for the ballot measure described in Section 3 shall be held and conducted as provided by general law for holding municipal elections.

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

PASSED, APPROVED and ADOPTED this 10th day of July, 2024, by the following vote:

Approved as to form:

_____
Austin Bishop, Mayor

ATTEST:

_____
William P. Curley, III, City Attorney

_____
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 10th day of July, 2024 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

ATTACHMENT 1

[PROPOSED ORDINANCE]

ORDINANCE NO. 1644

AN ORDINANCE OF THE CITY OF PALMDALE AUTOMATICALLY INCREASING THE TRANSACTIONS AND USE TAX IF, WHENEVER, AND TO THE EXTENT PERMITTED BY APPLICABLE LAW

I. Intent of the City Council

(i.) On November 3, 2020, voters passed Measure M, which enacted Chapter 3.14 of the Palmdale Municipal Code and established an additional sales tax of 0.75% within the City of Palmdale ("City") to fund essential services including street repair, addressing homelessness, emergency response, public safety, maintaining local businesses, protecting water sources, and programs for seniors, veterans, mental health and the community, thereby increasing the total sales tax rate in City from 9.5% to 10.25%; and

(ii.) The City is committed to strong community partnerships, safe neighborhoods and parks, quality services to support residents, and respectful and responsive City employees to make the City a strong, caring and safe community for all residents; and

(iii.) The City has been proactive in its actions to protect residents during the COVID-19 pandemic, to safely reopen businesses and partner with local employers to ensure a strong economic recovery, serving as a model for other cities in Los Angeles County; and

(iv.) The City is committed to maintaining quick 911 emergency response times, youth, veteran and senior services, keeping public spaces safe and clean, addressing homelessness, repairing streets, and maintaining other essential City services; and

WHEREAS, like the rest of the State and the country, the City faces serious fiscal challenges due to many factors, including inflation, new public interests and increasing community needs, due in part from the aftermath of the COVID-19 pandemic with funding for high-priority services threatened as a result; and

WHEREAS, the City currently expects an alarming decrease in revenues that will severely limit its ability to provide these essential City services; and

WHEREAS, the City has taken cost-saving measures, including implementing hiring and salary freezes for existing employees, reduced operating budgets, capital outlay and a workforce reduction by the elimination of vacant positions; and

WHEREAS, additional locally controlled funding is necessary to protect essential City services and to keep the community strong, healthy and safe into the future; and

WHEREAS, the City Council proposes to submit to City voters an ordinance to automatically increase the City's Transaction and Use Tax if, whenever, and to the extent permitted by applicable law; and

THE PEOPLE OF THE CITY OF PALMDALE DO HEREBY ORDAIN AS FOLLOWS:

Section 1. Recitals. The above recitals, in Section I. Intent of the City Council, are true, correct and constitute a substantive part of this Ordinance.

Section 2. Amendment of Municipal Code. The following sections of Chapter 3.21 ("Transactions and Use Tax") of the Palmdale Municipal Code are hereby amended to read as follows:

(a) Section 3.21.040 of the Palmdale Municipal Code is hereby amended in its entirety to read as follows:

3.21.040 Transactions Tax Rate.

A. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of three-quarters of a cent per dollar (0.75 percent) of the gross receipts of any retailer from the sale of all tangible personal property sold at retain in said territory on and after the operative date of the ordinance codified in this chapter.

B. If, whenever, and to the extent the rate specified in the preceding paragraph may lawfully be increased — whether because another transactions tax expires (*e.g.*, a transactions tax imposed by the County of Los Angeles expires), the Legislature increases the statutory aggregate maximum transactions tax applicable to the City, or otherwise — it shall automatically increase to the maximum extent and rate permitted by law.

(b) Section 3.21.060 of the Palmdale Municipal Code is hereby amended in its entirety to read as follows:

3.21.060 Use Tax Rate.

A. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance codified in this chapter for storage, use or other consumption in said territory at the rate of three-quarters of a cent per dollar (0.75 percent) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

B. If, when, and to the extent the rate specified in the preceding paragraph may lawfully be increased — whether because another use tax expires (*e.g.*, a use tax imposed by the County of Los Angeles expires), the Legislature increases the statutory aggregate maximum use tax applicable to the City, or otherwise — it shall automatically increase to the maximum extent and rate permitted by law.

Section 3 Severability. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this ordinance or any part thereof. The people of the City of Palmdale hereby declares that they 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 are declared unconstitutional, invalid or ineffective.

Section 4. Election Required. This Ordinance shall not become effective unless and a until it is approved by a majority of City voters at the General Municipal Election to be held November 5, 2024.

Section 5. Further Acts. Upon approval by the voters, the City Clerk shall certify to the adoption of this Ordinance and shall cause this ordinance to be published or posted as required by law.

PASSED, APPROVED and **ADOPTED** by the voters of the City of Palmdale, State of California, at a municipal election held on November 5, 2024.

ATTEST:

ROCHELLE SCOTT
City Clerk
City of Palmdale

APPROVED:

AUSTIN BISHOP
Mayor
City of Palmdale

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: July 10, 2024

During the period June 1, through June 30, 2024, I attended the following meetings and events:

Jun.1: Sheriff's VIDA Program Graduation

Jun. 1: Antelope Valley 4th Annual Pride Walk 2024

Jun. 3: Vets 4 Veterans Richard McGeary Memorial Golf Tournament

Jun. 4: Meeting with SiFi

Jun. 5: Legacy Commons Advisory Board Installation

Jun. 5: Spanish Talk Radio

Jun 5: Status Report meetings with City Attorney

Jun. 5: Regular City Council Meeting

Jun. 6: Meeting with Pathway Homes

Jun. 7: Delta Scientific Corp. 50th Anniversary

Jun. 8: AV Taco Festival

Jun. 13: County Sanitation District 14 and 20 Board Meeting

Jun. 15: Seasons of Service: Desert Clean Up

Jun. 18: AVAQMD Board Meeting

Jun. 18: Casa Del Concrete Ribbon Cutting

Jun. 18: Council Briefings re: Agenda Items

Jun. 19: Juneteenth Celebration

Jun. 21: AV Chambers 122nd Installation Banquet

Jun. 23: AQMNI & Disrumpo Mural Program Culmination Event

Jun. 26: California High Speed Rail Authority Board Meeting

Jun. 26: Palmdale Sheriff's Station 26th Anniversary Celebration

Jun 26: Regular City Council Meeting

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: July 10, 2024

During the period June 1 through June 30, 2024, I attended the following meetings and events:

Jun.1: 100th Anniversary Celebration of the Littlerock Dam

Jun. 3: Council Briefing re: Agenda Items

Jun. 5: Palmdale Sheriff Booster Board of Directors Meeting

Jun. 5: Spanish Talk Radio

Jun 5: Status Report meetings with City Attorney

Jun. 5: Regular City Council Meeting

Jun. 8: AV Taco Festival

Jun. 13: County Sanitation District 14 and 20 Board Meeting

Jun. 18: AVAQMD Board Meeting

Jun. 19: Juneteenth Celebration

Jun. 24: Council Briefings re: Agenda Items

Jun. 25: AVTA Board of Directors Meeting

Jun. 26: Palmdale Sheriff's Station 26th Anniversary Celebration

Jun 26: Regular City Council Meeting

Jun. 27: Antelope Valley Fair JPA Board Meeting and Swearing in Ceremony

Jun. 27: Walk on Words Poetry Unveiling at Yellen Park

Jun. 27: Flag Ceremony in Honor of Firefighter Andrew Pontious

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: July 10, 2024

During the period June 1 through June 30, 2024, I attended the following meetings and events:

Jun.1: 100th Anniversary Celebration of the Littlerock Dam

Jun. 3: Council Briefing re: Agenda Items

Jun 5: Status Report meetings with City Attorney

Jun. 5: Regular City Council Meeting

Jun. 8: AV Taco Festival

Jun. 18: Council Briefings re: Agenda Items

Jun. 19: Juneteenth Celebration

Jun 26: Regular City Council Meeting

Jun. 27: Flag Ceremony in Honor of Firefighter Andrew Pontious

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: July 10, 2024

During the period June 1, through June 30, 2024, I attended the following meetings and events:

Jun.1: Antelope Valley 4th Annual Pride Walk

Jun. 3: Vets 4 Veterans Richard McGeary Memorial Golf Tournament

Jun. 4: Meeting with SiFi Networks

Jun. 5: Status Report meetings with City Attorney

Jun. 5: Regular City Council Meeting

Jun. 6: Meeting with AV Mall

Jun. 8: AV Taco Festival

Jun. 18: Council Briefings re: Agenda Items

Jun. 19: Juneteenth Celebration

Jun. 23: AQMNI & Disrumpo Mural Program Culmination Event

Jun. 23: AVTA Board of Directors Meeting

Jun. 26: Palmdale Sheriff's Station 26th Anniversary Celebration

Jun 26: Regular City Council Meeting

Jun. 27: Meeting with US Forest Service