MAYOR CONNOR TRAUT
VICE MAYOR LAMIYA HOQUE
COUNCIL MEMBER JOYCE AHN
COUNCIL MEMBER CARLOS FRANCO
COUNCIL MEMBER SUSAN SONNE

Tuesday, April 28, 2026, 5:00 PM
COUNCIL CHAMBER
6650 Beach Boulevard
Buena Park, CA 90621

BUENA PARK CITY COUNCIL
REGULAR MEETING AGENDA

5:00 p.m.
PUBLIC HEARINGS AT 6:00 P.M.

1. GENERAL

1.A. CALL TO ORDER

1.B. ROLL CALL

1.C. INVOCATION
— Reverend Judy Tomlinson, Unitarian Universalist Church in Anaheim

1.D. PLEDGE OF ALLEGIANCE
— Kinley Rogers, San Marino Elementary School

1.E. CITY MANAGER REPORT
— Aaron France, City Manager

2. PRESENTATIONS

2.A. RECOGNITION OF JOSEPH OROSCO, WW2 VETERAN AND BUENA PARK RESIDENT, UPON HIS 100TH BIRTHDAY

2.B. RECOGNITION OF THE ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS' 2026 ADMINISTRATOR OF THE YEAR, SUPERINTENDENT NORMA E. MARTINEZ
— Presented to Norma E. Martinez, Centralia Elementary School District, Superintendent

2.C. PROCLAMATION RECOGNIZING APRIL 2026 AS AMERICAN MUSLIM APPRECIATION AND AWARENESS MONTH
— Presented to Hadir Azab, Council on American-Islamic Relations California, Policy and Advocacy Coordinator

2.D. PROCLAMATION RECOGNIZING APRIL 24, 2026, AS ARBOR DAY
— Presented to the Climate Action Commission

2.E. 2026 BUENA PARK COMMUNITY ACADEMY GRADUATION

3. ORAL COMMUNICATIONS

3.A. ORAL COMMUNICATIONS

This is the portion of the meeting set aside to invite public comments regarding any item on the Regular Meeting Agenda only. Public comments are limited to no more than three minutes each. Those wishing to speak in-person are asked to add your information at the digital public kiosk located at the entrance of the Council Chamber.

4. CONSENT CALENDAR

The items listed under the Council Consent Calendar are considered routine business and will be voted on together by one motion unless a Council Member requests separate action. At this time the City Council or public may ask to speak on any item on the Consent Calendar.

4.A. RESOLUTIONS APPROVING CLAIMS AND DEMANDS

— Recommended Action: Adopt Resolutions approving Claims and Demands.

4.B. TREASURER'S REPORT FOR THE MONTH OF MARCH 2026

— Recommended Action: Receive and file the reports.

4.C. PROCLAMATION RECOGNIZING APRIL 24, 2026, AS ARBOR DAY

— Recommended Action: Approve proclamation.

4.D. PROCLAMATION RECOGNIZING APRIL 2026 AS AMERICAN MUSLIM APPRECIATION AND AWARENESS MONTH

— Recommended Action: Approve proclamation.

4.E. AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH BKF ENGINEERS FOR THE DESIGN SERVICES OF THE KNOTT AVENUE STORM DRAIN UPSIZE PROJECT

— Recommended Action: 1) Approve Amendment No. 1 to the Professional Services Agreement No. 25-09 with BKF Engineers in the amount of $73,764; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the Amendment; and, 3) Authorize the City Manager and City Clerk to execute the Amendment.

4.F. AMENDMENT NO. 8 TO PROFESSIONAL SERVICES AGREEMENT NO. 19-01 WITH YUNEX, LLC FOR TRAFFIC SIGNAL MAINTENANCE SERVICES

— Recommended Action: 1) Approve Amendment No. 8 to Professional Services Agreement (PSA) Number 19-01 with Yunex, LLC, for traffic signal maintenance services; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the Amendment; 3.) Authorize the City Manager and City Clerk to execute the Amendment; and, 4) Determine that dispensing with competitive bidding pursuant to Municipal Code Section 3.28.080 (H) is in the best interest of the City due to the proposed contract rates being lower than comparable rates in similar current bids.

4.G. ACCEPTANCE OF GRANT FROM THE CALIFORNIA ENERGY COMMISSION (CEC) FOR PARTICIPATION IN THE CALIFORNIA AUTOMATED PERMIT PROCESSING (CalAPP) PROGRAM AND APPROVAL OF ASSOCIATED GRANT AGREEMENT

— Recommended Action: 1) Accept a grant from the California Energy Commission (CEC) for participation in the California Automated Permit Processing (CalAPP) Program in the amount of $60,000; 2) Approve the grant agreement and ratify the City Manager's signature on said grant agreement; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 4) Allocate $60,000 from the undesignated General Fund balance for this purpose.

4.H. APPROVAL OF A BUDGET ALLOCATION FOR THE MICROGRID INCENTIVE PROGRAM (MIP) GRANT

— Recommended Action: 1) Approve a budget amendment in the amount of $25,000 application fee for the MIP Grant.

4.I. RESOLUTION DECLARING THE PROPERTY LOCATED AT 6591 BEACH BOULEVARD TO BE SURPLUS LAND PURSUANT TO GOVERMENT CODE SECTION 54220-54234

— Recommended Action: 1) Adopt a Resolution declaring the City-owned real property located at 6591 Beach Boulevard, Buena Park CA (the “Property”) to be “surplus land” pursuant to the California Surplus Land Act (California Government Code § 54220 et seq., the “SLA”).

4.J. RESOLUTION UPDATING THE CITYWIDE RECORDS RETENTION SCHEDULE

— Recommended Action: 1) Adopt the resolution updating the Citywide Records Retention Schedule.

4.K. SELECTION OF THE 2026 MYRNA HOLMQUIST SCHOLARSHIP AWARDEES AND APPROVAL OF SCHOLARSHIP AMOUNTS

— Recommended Action: 1) Award Brilynn Martin a 2026 Myrna Holmquist Scholarship in the amount of $5,000; 2) Award Natalie Stark a 2026 Myrna Holmquist Scholarship in the amount of $1,500; 3) Award Kenneth Roman a 2026 Myrna Holmquist Scholarship in the amount of $1,500; 4) Award Liam Gallego a 2026 Myrna Holmquist Scholarship in the amount of $1,000; and, 5) Award Jose Ramirez a 2026 Myrna Holmquist Scholarship in the amount of $1,000.

5. NEW BUSINESS

5.A. RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND APPROVAL OF A CONTRACT WITH ONYX PAVING COMPANY, INC. FOR THE 2025-2026 ANNUAL SLURRY SEAL PROJECT

— Recommended Action: 1) Adopt a Resolution approving the plans and specifications for the 2025-2026 Annual Slurry Seal Project; 2) Award a contract to Onyx Paving Company, Inc. in the amount of $488,000; 3) Authorize contingency funds in the amount of $50,000 in the same purchase order; 4) Authorize construction engineering funds in the amount of $60,000; 5) Authorize a purchase order for the Solis Group in the amount of $5,380 for administration of the Community Workforce Agreement (CWA); 6) Authorize contingency funds in the amount of $2,690 for CWA administration; 7) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the contract; and, 8) Authorize the City Manager and City Clerk to execute the contract.

5.B. RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND APPROVAL OF CONTRACT WITH HARDY & HARPER, INC. FOR THE 2025-2026 ANNUAL PAVEMENT REHABILITATION PROJECT

— Recommended Action: 1) Adopt a resolution approving the plans and specifications for the 2025-2026 Annual Pavement Rehabilitation Project; 2) Award a contract to Hardy & Harper, Inc. in the amount of $1,809,000; 3) Authorize contingency funds in the amount of $200,000 in the same purchase order; 4) Authorize construction engineering in the amount of $100,000; 5) Authorize a purchase order for the Solis Group in the amount of $6,000 for administration of the Community Workforce Agreement (CWA); 6) Authorize contingency funds in the amount of $2,000 for the CWA administration; 7) Appropriate an amount of $617,000 from the Undesignated RMRA Fund to the Annual Pavement Rehabilitation account; 8) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the contract; and 9) Authorize the City Manager and City Clerk to execute the contract.

5.C. RESOLUTION ESTABLISHING NEW RATES FOR THE COLLECTION, RECYCLING, AND DISPOSAL OF REFUSE, AND APPROVAL OF A UTILITY BILL INSERT REGARDING THE NEW RESIDENTIAL REFUSE RATES

— Recommended Action: 1) Adopt a Resolution establishing new rates for the collection, recycling, and disposal of refuse; and, 2) Approve a utility bill insert notifying residential customers of a refuse rate adjustment effective July 1, 2026.

5.D. PLACEMENT AGREEMENT WITH BAY AREA COMMUNITY RESOURCES TO HOST CALIFORNIA CLIMATE ACTION CORPS FELLOWS

— Recommended Action: 1) Approve the Placement Agreement with Bay Area Community Resources to host California Climate Action Corps fellows; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 3) Authorize the City Manager and City Clerk to execute the agreement and other related documents as necessary; and, 4) Approve a budget amendment in the amount of $10,000 for this purpose.

6. PUBLIC HEARING

Public Hearings are held at 6:00 PM

6.A. PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN

— Recommended Action: 1) Hold a public hearing to review and receive comments for the FY 2026-2027 Community Development Block Grant (CDBG) Annual Action Plan; 2) Adopt a resolution approving the Annual Action Plan; and, 3) Authorize submission of the Annual Action Plan and all certifications and assurances contained therein to the U.S. Department of Housing and Urban Development (HUD).

7. COUNCIL MEMBER ANNOUNCEMENTS, CONFERENCE REPORTS AND CALENDAR REQUESTS

7.A. COUNCIL MEMBER ANNOUNCEMENTS, CONFERENCE REPORTS AND CALENDAR REQUESTS

8. RECESS

8.A. RECESS

9. STUDY SESSION

9.A. DISCUSS AND PROVIDE DIRECTION REGARDING A FEASIBILITY ANALYSIS FOR THE CONVERSION OF SAN ANTONIO PARK FROM A SINGLE-USE FACILITY TO A MULTI-USE PARK
Presented by Alex Alarcon, Community Services Coordinator

9.B. RECEIVE AND FILE A REPORT ON THE KUKKIWON CALIFORNIA TAEKWONDO UPDATE
Presented by Eddie Fenton, Assistant City Manager/Director of Human Resources

9.C. DISCUSS AND PROVIDE DIRECTION REGARDING DECORATIVE TILE MARKERS/STENCILS ON CURBS FOR DESIGNATING DAYLIGHTING ZONES
Presented by Deepthi Arabolu, Assistant City Engineer

9.D. DISCUSS AND PROVIDE DIRECTION REGARDING A PROPOSED FRIENDSHIP DAY EVENT AT FRIENDSHIP PARK
Presented by Mark Sauceda, Community Services Supervisor

10. CITY MANAGER REPORT

10.A. CITY MANAGER REPORT
— Aaron France, City Manager

11. COMMISSION & COMMITTEE UPDATES

11.A. COMMISSION & COMMITTEE UPDATES
— Adria M. Vicuna, MMC, Director of Government and Community Relations/City Clerk

12. ADJOURNMENT

This agenda contains a brief general description of each item to be considered. Supporting documents are available for review and copying at City Hall or at www.buenapark.com. Supplementary materials distributed to the City Council less than 72 hours before the meeting are posted to the City's website at www.buenapark.com and copies are available for public inspection beginning the next regular business day in the City Clerk's Office. Video streaming of the meeting is available on the City's website. This governing body is prohibited from discussing or taking action on any item which is not included in this agenda; however, may ask clarifying questions, ask staff to follow-up, or provide other direction. The order of business as it appears on this agenda may be modified by the governing body.

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, contact the City Clerk's Office at (714) 562-3750 or the California Relay Service at 711. Notification at least 48 hours prior to the meeting will enable the City to make arrangements to assure accessibility.

If you would like to participate in any matter of business on the agenda and would like translation in Korean or Spanish please contact the **City Clerk's Office at (714) 562-3750 48-hours prior to the meeting**. Residents requiring translation during Oral Communications are encouraged to bring interpreters.

시의제 목록에 있는 정식 안건에 대해 의견을 발표하고 싶으신 경우, 중국어, 한국어, 스패니쉬, 타갈로에 대한 통역사가 필요하시면 시미팅 48시간전 시서기 오피스로 (714-562-3750) 연락하시면 됩니다. 정식안건이 아닌 주민 발언시간에 발표하실 경우, 본인의 통역사를 직접 모시고 오시면 감사하겠습니다.

Si le gustaría participar en audiencia pública o cualquier asunto de negocios programado en la agenda y necesita traducción en chino, coreano, español, tagalo o vietnamita, comuníquese con la Oficina del Secretario de la Ciudad, 48 horas antes de la reunión al (714) 562-3750. Para participar en los comentarios públicos sobre cualquier otro asunto dentro de la jurisdicción del ayuntamiento, se les recomienda que traiga un intérprete.

I, Adria M. Vicuña, MMC, City of Buena Park, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at Buena Park City Hall, 6650 Beach Blvd., and uploaded to the City of Buena Park website www.buenapark.com.

Adria M. Vicuña, MMC
Director of Government and Community Relations
City Clerk

Date Posted: April 23, 2026

April 28, 2026
CONSENT CALENDAR
Item No. 4A.

City Council Agenda Report

RESOLUTIONS APPROVING CLAIMS AND DEMANDS

PREPARED BY	PRESENTED BY
Sung Hyun, Director of Finance	Sung Hyun, Director of Finance
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Sung Hyun, Director of Finance	Aaron France, City Manager

RECOMMENDED ACTION

Adopt Resolutions approving the Claims and Demands.

Attachments

Claims 435309-435527 reso.pdf
Claims 435309-435527 att1of2 resolist.pdf
Claims 435309-435527 att2of2 voids.pdf
Claims PR041726 reso.pdf
Claims PR041726 att1of1 resolist.pdf

RESOLUTION NO _____,

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,597,086.79 DEMAND NOS., 435309 THROUGH 435527 NO CANCELLED VOIDS SEE ATTACHED LIST

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Finance or his designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

_____
Director of Finance

SECTION 2: That claims and demands Nos. 435309 through 435527 the sum of $1,597,086.79 set forth on the 19-page register attached to this resolution and made a part hereof have been audited as required by law and are hereby allowed as set forth.

PASSED AND ADOPTED this _____ day of _____ 2026 by the following called vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this _____ day of _____ 2026

_____
City Clerk

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435309	04/08/26	10005077	JAVIER GOMEZ	731150	CFORMS/WEB APP/APR26	0.00	475.00
1011	435309	04/08/26	10005077	JAVIER GOMEZ	731150	MAR-26 WAS SHORT PAID	0.00	25.00
TOTAL CHECK							0.00	500.00
1011	435310	04/08/26	10003794	A T & T	170670	9391054290 MAR-26	0.00	31.91
1011	435310	04/08/26	10003794	A T & T	126143	9391026072 MAR-26	0.00	31.91
1011	435310	04/08/26	10003794	A T & T	126143	9391026070 MAR-26	0.00	62.26
1011	435310	04/08/26	10003794	A T & T	170670	9391026049 MAR-26	0.00	218.71
1011	435310	04/08/26	10003794	A T & T	660241	9391026088 MAR-26	0.00	244.33
1011	435310	04/08/26	10003794	A T & T	650302	9391050275 MAR-26	0.00	62.26
1011	435310	04/08/26	10003794	A T & T	650302	9391026110 MAR-26	0.00	71.36
1011	435310	04/08/26	10003794	A T & T	650302	9391031455 MAR-26	0.00	209.10
1011	435310	04/08/26	10003794	A T & T	650302	9391031458 MAR-26	0.00	282.63
TOTAL CHECK							0.00	1,214.47
1011	435311	04/08/26	10004247	A T & T MOBILITY	275305	828554058 MAR-26	0.00	94.62
1011	435312	04/08/26	10004247	A T & T MOBILITY	170670	287261541007 JAN-26	0.00	91.22
1011	435313	04/08/26	10004247	A T & T MOBILITY	170670	287261541007 MAR-26	0.00	91.22
1011	435314	04/08/26	10004247	A T & T MOBILITY	126143	287345550627 JAN-26	0.00	220.48
1011	435315	04/08/26	10004247	A T & T MOBILITY	126143	287345550627 MAR-26	0.00	220.48
1011	435316	04/08/26	10004247	A T & T MOBILITY	731150	996095853 MAR-26	0.00	313.38
1011	435317	04/08/26	00005626	ABBA TERMITE & PESTCONTR	860810	BEE REMOVAL	0.00	195.00
1011	435317	04/08/26	00005626	ABBA TERMITE & PESTCONTR	170670	PEST CONTROL	0.00	140.00
1011	435317	04/08/26	00005626	ABBA TERMITE & PESTCONTR	170670	PEST CONTROL	0.00	678.00
TOTAL CHECK							0.00	1,013.00
1011	435318	04/08/26	00003929	AFLAC	73	MAR-26 BILLING	0.00	7,959.22
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	650701	DRONE SWITCH/MAR-26	0.00	1,501.65
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	#FS-424E/SWITCH-FS-424	0.00	1,013.35
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	#FC-10-S424E-247-02-36	0.00	374.20
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	#FC-10-S424I-247-02-36	0.00	733.20
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	#FS-424E-FIBER/SWITCH-	0.00	1,984.35
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	S & H	0.00	68.84
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	TAX	0.00	262.30
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	FN-TRAN-GC-AO	26.59	330.41
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	FN-TRAN-SX-AO	42.55	528.85
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	FN-TRAN-SFP+SR-AO	61.92	769.63
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	FN-CABLE QSFP28-0.5-AO	10.63	132.13
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	S & H	0.00	20.00
1011	435319	04/08/26	10013157	AIRGAP LABS, LLC	126143	CITY HALL NETWK/FEB26	0.00	2,256.00
TOTAL CHECK							141.69	9,974.91
1011	435320	04/08/26	00001993	ALIN PARTY SUPPLY INC.	275140	SPRING EGG DECOR	0.00	68.61
1011	435320	04/08/26	00001993	ALIN PARTY SUPPLY INC.	275135	YOUTH SPORTS	0.00	70.32
1011	435320	04/08/26	00001993	ALIN PARTY SUPPLY INC.	275135	YOUTH BASKETBALL	0.00	93.90

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435320	04/08/26	00001993	ALIN PARTY SUPPLY INC.	275305	HELIUM KOREAN FAIR	0.00	99.45
TOTAL CHECK							0.00	332.28
1011	435321	04/08/26	10003198	ALL CITY MANAGEMENT SERV	550502	SCH.CRS GRD 3/1-14/26	0.00	12,068.09
1011	435322	04/08/26	10014956	ALLAN CABRERA TIKAL CONS	11	REF/B-25-1027 WASTE	0.00	3,000.00
1011	435323	04/08/26	00006012	AMBIUS INC	275405	PLANT SVC	0.00	118.48
1011	435323	04/08/26	00006012	AMBIUS INC	275305	PLANT SVC	0.00	118.48
TOTAL CHECK							0.00	236.96
1011	435324	04/08/26	10014953	AMERICAN JR. ROOFING COR	11	REF/RF-26-66 WASTE	0.00	720.00
1011	435325	04/08/26	00005384	ANDY GUMP, INC	860810	RESTROOM SVC	0.00	322.69
1011	435326	04/08/26	00009015	TAJEN GRAPHICS, INC	275140	SPRING EGG BANNERS	0.00	913.50
1011	435326	04/08/26	00009015	TAJEN GRAPHICS, INC	275205	EXHIBITING ARTIST	0.00	104.40
1011	435326	04/08/26	00009015	TAJEN GRAPHICS, INC	732044	HOMELESS OUTREACH	0.00	487.20
1011	435326	04/08/26	00009015	TAJEN GRAPHICS, INC	275125	AQUATICS BANNERS	0.00	913.50
TOTAL CHECK							0.00	2,418.60
1011	435327	04/08/26	10014930	ARTS ORANGE COUNTY	190072	ARTS/MAR-26	0.00	8,333.33
1011	435328	04/08/26	10014984	GARYVIC AVENA	875805	REF/DEPOSIT#R13483	0.00	-100.00
1011	435328	04/08/26	10014984	GARYVIC AVENA	11	REF/DEPOSIT#R13483	0.00	500.00
TOTAL CHECK							0.00	400.00
1011	435329	04/08/26	10014973	SALVADOR BARAHONA	11	REF/RF-26-71 WASTE	0.00	467.94
1011	435330	04/08/26	00003499	BARR & CLARK ENVIRONMENT	732031	LBP/6445 WARD WAY,BP	0.00	325.00
1011	435331	04/08/26	10007722	SELF INSURED SERVICES CO	73	LTD & LIFE INS/MAR-26	0.00	3,917.14
1011	435331	04/08/26	10007722	SELF INSURED SERVICES CO	73	LTD & LIFE INS/MAR-26	0.00	6,295.97
TOTAL CHECK							0.00	10,213.11
1011	435332	04/08/26	10006864	SELF INSURED SERVICES CO	73	MAR-26 DENTAL	0.00	25,256.30
1011	435333	04/08/26	10007684	BEST LAWNMOWER, INC	860810	SUPPLIES	0.00	232.71
1011	435334	04/08/26	10014704	BLACK KNIGHT INFOSERV, L	732031	SITE X PRO/MAR-26	0.00	300.00
1011	435335	04/08/26	10014977	PHALANN BLACKWOOD	650402	START UP EQUIPMENT	0.00	1,763.82
1011	435335	04/08/26	10014977	PHALANN BLACKWOOD	650402	START UP EQUIPMENT	0.00	2,074.27
TOTAL CHECK							0.00	3,838.09
1011	435336	04/08/26	10014363	BLUE TRITON BRANDS, INC	170670	BOTTLED WATER SVC	0.00	776.08
1011	435337	04/08/26	10002369	BRINK'S INCORPORATED	11	SERVICE/MARCH-26	0.00	1,326.31
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	#94300- MULTI-COLOR SI	0.00	155.96
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	#94400- MULTI-COLOR SI	0.00	167.96
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	#SNBCNETK - MESH BALL	0.00	50.00

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	#SNBCNETG - MESH BALL	0.00	50.00
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	#93095XXX - WIRE CONE	0.00	13.98
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	TAX	0.00	38.33
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275605	FREIGHT	0.00	10.00
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	#1255850 - COLOR MY CL	0.00	69.99
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	#1255843 - COLOR MY CL	0.00	69.99
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	#94400 - MULTI-COLOR S	0.00	83.98
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	#94500 - MULTI-COLOR S	0.00	41.99
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	TAX	0.00	23.26
1011	435338	04/08/26	00000815	VARSITY BRANDS HOLDING C	275135	FREIGHT	0.00	8.00
TOTAL CHECK							0.00	783.44
1011	435339	04/08/26	00000015	BUENA PARK LOCK & KEY SH	171710	KEYS	0.00	10.33
1011	435340	04/08/26	00000759	BUENA PARK PLAQUE & TROP	170670	NAME PLATES	0.00	71.72
1011	435340	04/08/26	00000759	BUENA PARK PLAQUE & TROP	170670	NAME PLATES	0.00	14.08
TOTAL CHECK							0.00	85.80
1011	435341	04/08/26	10010674	BUILT RITE FENCE COMPANY	560211	FENCING SERVICE/MAR26	0.00	6,823.00
1011	435341	04/08/26	10010674	BUILT RITE FENCE COMPANY	560211	FENCING SERVICE/MAR26	0.00	1,370.00
TOTAL CHECK							0.00	8,193.00
1011	435342	04/08/26	00001161	C. WELLS PIPELINE INC	352363	HYD ADAPTER	0.00	674.25
1011	435343	04/08/26	00000407	CAMERON WELDING SUPPLY I	171710	MONTHLY RENTAL	0.00	29.53
1011	435343	04/08/26	00000407	CAMERON WELDING SUPPLY I	171710	MONTHLY RENTAL	0.00	309.15
TOTAL CHECK							0.00	338.68
1011	435344	04/08/26	10014030	ALI IBRAHIM & TALAB IBRA	11	CATER/VOL RECOG.MAR26	0.00	837.36
1011	435345	04/08/26	10014982	KATRYNKE CARPENTER	11	REF DEPOSIT#R13401	0.00	1,000.00
1011	435346	04/08/26	10014968	CBS BROADCASTING INC.	995100	BROADCAST	0.00	1,500.00
1011	435347	04/08/26	10004469	CERRITOS DODGE CHRYSLER	171710	WIRING HARNESS	0.00	47.10
1011	435348	04/08/26	00000337	CERTIFIED FOLDER	106117	ANN FEE HOTEL DELIVER	0.00	1,915.20
1011	435349	04/08/26	10014822	CERTIFIED TRAVEL MEDIA,	995100	MONTHLY FULLFILLMENT	0.00	159.60
1011	435350	04/08/26	10012931	CHARTER COMMUNICATIONS	170670	188676301 MAR-26	0.00	354.93
1011	435351	04/08/26	10012931	CHARTER COMMUNICATIONS	170670	188676701 MAR-26	0.00	120.90
1011	435352	04/08/26	10012931	CHARTER COMMUNICATIONS	170670	188676901 APR-26	0.00	200.00
1011	435353	04/08/26	10013748	YONG CHOI	275120	SUN DO TAE KWON DO	0.00	282.63
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	505.19
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	507.99
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	524.22
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	112.85

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	112.85
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	112.85
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	112.85
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	184.22
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	184.22
1011	435354	04/08/26	10007616	CINTAS CORPORATION NO. 3	160105	UNIF/RENT/FEB-26	0.00	597.34
TOTAL CHECK							0.00	2,954.58
1011	435355	04/08/26	10014503	CITY ELECTRIC SUPPLY	170670	HARDWARE	0.00	693.76
1011	435356	04/08/26	10006450	COLONIAL LIFE	73	INSURANCE PREM/MAR26	0.00	601.18
1011	435357	04/08/26	10002815	SARA COPPING	106117	MLG EXPENSE/FEB-MAR26	0.00	103.53
1011	435358	04/08/26	10002389	COUNTY OF ORANGE TREASUR	550502	SURCHG CITES/FEB-26	0.00	16,258.00
1011	435359	04/08/26	10002389	COUNTY OF ORANGE TREASUR	650404	MO.COMM/NOV-25	0.00	800.00
1011	435360	04/08/26	10013704	COUPLE IN THE KITCHEN LL	995100	HOSTED MEDIA/MAR-26	0.00	9,162.45
1011	435361	04/08/26	10000671	COOPERATIVE PERSONNEL SE	121110	MT WORK WRITTEN TEST	0.00	1,996.50
1011	435361	04/08/26	10000671	COOPERATIVE PERSONNEL SE	121110	MT WORK WRITTEN TEST	0.00	488.75
TOTAL CHECK							0.00	2,485.25
1011	435362	04/08/26	00000033	CRAFCO INC	560211	#34977ER-5-CA04 - HP E	125.55	1,745.55
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650407	PART # 74554ABR-186-32	309.60	3,189.60
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650407	PART # 72508ABR-186-L-	220.16	2,268.16
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650208	MYRA BERMUDEZ RECORDS	0.00	847.00
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650208	ANTHONY CHAVEZ	0.00	199.35
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650207	EXPLORER UNIFORMS	0.00	96.35
1011	435363	04/08/26	10011541	L.N. CURTIS AND SONS	650208	PHALANN BLACKWOOD XTU	0.00	106.80
TOTAL CHECK							529.76	6,707.26
1011	435364	04/08/26	00005287	CALIFORNIA WATER ENVIRON	452410	#31905 FRANK MOORE	0.00	251.00
1011	435365	04/08/26	10014423	D&W CONSULTING , INC	190054	CITY RECORDS/MAR-26	0.00	1,480.00
1011	435366	04/08/26	10014153	D.M. LOCKSMITH	631140	LOCKSMITH/8001 TAYLOR	0.00	95.00
1011	435367	04/08/26	10014989	PEGGY DANIELSEN	550502	REF/CIT#233131656	0.00	48.00
1011	435368	04/08/26	10004949	DIVISION OF THE STATE AR	11	Q1 2026 AB1379 PAYMNT	0.00	486.00
1011	435369	04/08/26	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1001719 - ARCHITE	0.00	3,910.78
1011	435369	04/08/26	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1454 - ARCHITECTU	0.00	1,457.90
1011	435369	04/08/26	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1008733 - ARCHITE	0.00	6,728.75
1011	435369	04/08/26	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1001719 - ARCHITE	0.00	3,609.95
1011	435369	04/08/26	00003900	DLT SOLUTIONS, LLC/MICRO	126143	9701-1001741 - ARCHITU	0.00	3,910.78
TOTAL CHECK							0.00	19,618.16
1011	435370	04/08/26	10009986	DOCUSIGN, INC.	115110	PREMIER SUPPORT	0.00	7,045.07

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ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435371	04/08/26	10014485	DUTHIE ELECTRIC SERVICE	170670	GENERATOR SVC/MAR-26	0.00	1,294.77
1011	435371	04/08/26	10014485	DUTHIE ELECTRIC SERVICE	170670	SERVICE CALL	0.00	1,090.00
TOTAL CHECK							0.00	2,384.77
1011	435372	04/08/26	10012764	EFFICIENT X-RAY, INC	650307	BIOHAZ WASTE 3/16/26	0.00	79.88
1011	435373	04/08/26	10014352	ELECTRIC POWER SYSTMS IN	352363	RESERVOIR POWER CHECK	0.00	2,258.00
1011	435374	04/08/26	10014980	ADRIANNA ELIZARRARAS	11	REF DEPOSIT#R13194	0.00	500.00
1011	435375	04/08/26	10008311	EVERETT DOREY, LLP	107420	MCINTIRE, DONNA	0.00	2,532.20
1011	435375	04/08/26	10008311	EVERETT DOREY, LLP	107420	GUPTA V BRAINARD,ET	0.00	382.50
1011	435375	04/08/26	10008311	EVERETT DOREY, LLP	107420	GRACE, MICHAEL	0.00	228.75
1011	435375	04/08/26	10008311	EVERETT DOREY, LLP	107420	MCINTIRE, DONNA	0.00	25.50
TOTAL CHECK							0.00	3,168.95
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	20.03
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	73.05
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	104.55
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	1,374.80
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	30.23
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	IRRIGATION	0.00	228.15
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	860810	SUPPLIES	0.00	325.44
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	560641	ITEM #24060825	115.52	1,435.76
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	560641	ITEM #24061025	9.43	117.21
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	11	SHOVEL SQUARE POINT W/	12.60	156.48
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	11	SHOVEL ROUND POINT W/T	12.59	156.47
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	11	RAKE LAWN/LEAF W/ HAND	15.59	193.79
1011	435376	04/08/26	10013499	EWING IRRIGATION PRODUCT	11	TIES TREE 1" X 100' VI	14.57	181.12
TOTAL CHECK							180.30	4,397.08
1011	435377	04/08/26	00008579	EXPERIAN INFORMATION SOL	650105	CIS ONLINE/MAR-26	0.00	78.20
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	FUEL INJECTOR	0.00	70.78
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	BRAKE ROTORS/PADS	0.00	420.49
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	STOCK ORDER	0.00	60.53
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	BLOWER MOTOR	0.00	159.00
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	STOCK ORDER	0.00	135.28
1011	435378	04/08/26	00000739	ELLIOTT AUTO SUPPLY COMP	171710	FILTERS	0.00	51.44
TOTAL CHECK							0.00	897.52
1011	435379	04/08/26	00000320	FEDERAL EXPRESS CORPORAT	632110	TRANSPORT CHG 3/19/26	0.00	10.34
1011	435379	04/08/26	00000320	FEDERAL EXPRESS CORPORAT	650302	TRANSPORT CHG 3/23/26	0.00	37.31
TOTAL CHECK							0.00	47.65
1011	435380	04/08/26	10005104	FERGUSON ENTERPRISES, LL	352363	METER REGISTERS	0.00	4,487.21
1011	435381	04/08/26	10014959	FERNANDEZ, SHARON S	52	UB REFUND	0.00	8.18
1011	435382	04/08/26	10014987	EDNA D. FLORES	107420	GEN CLAIM STLMT#26-01	0.00	1,727.42

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435383	04/08/26	10003190	FOOD 4 LESS	275140	BREAKROOM SNACKS	0.00	197.24
1011	435383	04/08/26	10003190	FOOD 4 LESS	275405	BUILDING SUPPLIES	0.00	22.33
1011	435383	04/08/26	10003190	FOOD 4 LESS	275605	AFTERSCHOOL SUPPLIES	0.00	148.05
1011	435383	04/08/26	10003190	FOOD 4 LESS	275606	ELOP FOOD SUPPLIES	0.00	135.94
1011	435383	04/08/26	10003190	FOOD 4 LESS	275606	ELOP SUPPLIES	0.00	170.44
1011	435383	04/08/26	10003190	FOOD 4 LESS	275605	WINGS AFTERSCHOOL	0.00	74.82
1011	435383	04/08/26	10003190	FOOD 4 LESS	275315	SENIOR DANCE	0.00	125.45
1011	435383	04/08/26	10003190	FOOD 4 LESS	275605	WINGS AFTERSCHOOL	0.00	161.42
TOTAL CHECK							0.00	1,035.69
1011	435384	04/08/26	00001095	FRANCHISE TAX BOARD	73	DED:0071 MISC	0.00	355.53
1011	435385	04/08/26	00000046	FULLER ENGINEERING INC	352363	CL2 KNOTT	0.00	314.42
1011	435385	04/08/26	00000046	FULLER ENGINEERING INC	352363	CL2 LINDEN	0.00	609.00
1011	435385	04/08/26	00000046	FULLER ENGINEERING INC	352363	CL2 BOISSERANC	0.00	891.75
1011	435385	04/08/26	00000046	FULLER ENGINEERING INC	352363	CL2 CABALLERO	0.00	738.54
TOTAL CHECK							0.00	2,553.71
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#5/1651- 9 LBS SUPER M	0.00	2,324.75
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#14294063- 80 LBS MEGA	0.00	2,074.95
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#14294063 - BULK 5013	0.00	1,459.98
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#37/182 - EXCITING EAS	0.00	239.96
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#13758581 - CHARMING E	0.00	199.96
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#13720896 - MEGA BULK	0.00	1,494.80
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#37/356 - COLORFUL MIN	0.00	87.96
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	#13958467 CHEERFUL MIN	0.00	119.98
1011	435386	04/08/26	10007168	FUN EXPRESS, LLC	275140	TAX	0.00	187.48
TOTAL CHECK							0.00	8,189.82
1011	435387	04/08/26	00004593	FUN ON THE FARM, INC.	275120	HORSE FUN/WINTER-26	0.00	415.62
1011	435388	04/08/26	00006581	FURLONG & FURLONG ASSOC	275125	PR-45 SWIM BOOKLET STO	0.00	1,705.00
1011	435388	04/08/26	00006581	FURLONG & FURLONG ASSOC	275125	TAX. INSIDE SHEETS: 5	0.00	132.14
1011	435388	04/08/26	00006581	FURLONG & FURLONG ASSOC	275125	FREIGHT. BACK COVER-4-	0.00	14.55
TOTAL CHECK							0.00	1,851.69
1011	435389	04/08/26	10001849	SAN FERNANDO VALLEY ALAR	170670	ALARM MONITORING	0.00	168.00
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	275135	YOUTH BASKETBALL	0.00	82.35
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	560231	SIGN SHOP SUPPLIES	0.00	54.35
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	275140	SUPPLIES	0.00	30.41
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	275140	SUPPLIES	0.00	58.67
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	275135	YOUTH BASKETBALL	0.00	21.58
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	170670	HARDWARE	0.00	47.28
1011	435390	04/08/26	00002166	GANAHL LUMBER CORP	860810	SUPPLIES	0.00	257.50
TOTAL CHECK							0.00	552.14
1011	435391	04/08/26	10014970	MELISSA GASIA	995100	HOSTEFD MEDIA	0.00	4,000.00
1011	435391	04/08/26	10014970	MELISSA GASIA	995100	HOSTED MEDIA/MAR-26	0.00	445.63
TOTAL CHECK							0.00	4,445.63
1011	435392	04/08/26	10011838	GEORGE HILLS COMPANY, IN	107420	FLAT FEE 4/1-6/30/26	0.00	6,753.00

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ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435393	04/08/26	00000055	GRAINGER INC	171710	BRACKET	0.00	308.89
1011	435393	04/08/26	00000055	GRAINGER INC	171710	BATTERY CHARGER	0.00	75.56
1011	435393	04/08/26	00000055	GRAINGER INC	171710	CREDIT MEMO	0.00	-120.78
1011	435393	04/08/26	00000055	GRAINGER INC	171710	BRACKET	0.00	102.98
TOTAL CHECK							0.00	366.65
1011	435394	04/08/26	10014985	RONALD J. GRANT	160410	REF/749 SF FEE	0.00	41.67
1011	435394	04/08/26	10014985	RONALD J. GRANT	11	REF/749 SF FEE	0.00	791.81
TOTAL CHECK							0.00	833.48
1011	435395	04/08/26	00005680	CINDY GRISWOLD	275405	CPR/1ST AID/WINTER-26	0.00	106.40
1011	435396	04/08/26	00002647	HAAKER EQUIPMENT CO CORP	352567	#E-5610063-01-SP - LIG	0.00	376.10
1011	435396	04/08/26	00002647	HAAKER EQUIPMENT CO CORP	352567	#RCX90PM - PM SERVICE	0.00	148.10
1011	435396	04/08/26	00002647	HAAKER EQUIPMENT CO CORP	352567	SERVICE SALES - SHOP S	0.00	25.00
1011	435396	04/08/26	00002647	HAAKER EQUIPMENT CO CORP	352567	TAX	0.00	48.49
1011	435396	04/08/26	00002647	HAAKER EQUIPMENT CO CORP	352567	#001-GENERAL - LABOR	0.00	900.00
TOTAL CHECK							0.00	1,497.69
1011	435397	04/08/26	10014040	HALO BRANDED SOLUTIONS,	731105	SUSTAIN SUPPLIES/EVNT	0.00	7,186.62
1011	435398	04/08/26	10014960	HAN, GYUTAE	52	UB REFUND	0.00	50.90
1011	435399	04/08/26	10006771	HARBOR JUSTICE CENTER	11	BAIL REC.#BP01478	0.00	500.00
1011	435400	04/08/26	10012288	HASA INC.	860820	CHEMICALS	0.00	1,576.42
1011	435401	04/08/26	10013659	HI STANDARD AUTOMOTIVE,	650701	LIGHTING/SIREN PACKAG	0.00	1,646.18
1011	435401	04/08/26	10013659	HI STANDARD AUTOMOTIVE,	171710	LIGHTING/SIREN PACKAG	0.00	1,646.18
TOTAL CHECK							0.00	3,292.36
1011	435402	04/08/26	00002854	VERONICA HOCHEDE	275305	BALLROOM DNC	0.00	1,282.87
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	560210	EAR MUFF	0.00	11.82
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	452410	BATTERY REPLACEMENT	0.00	462.16
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	HARDWARE	0.00	87.48
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	275140	SUPPLIES	0.00	68.78
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	DIAGNOSTIC TOOL	0.00	85.12
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	FUEL FOR TOOLS	0.00	51.66
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	860810	SUPPLIES	0.00	75.30
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	860810	SUPPLIES	0.00	164.70
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	SUPPLIES	0.00	44.72
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	170670	PLUMBING	0.00	46.01
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	MATERIALS/TOOLS	0.00	103.64
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	170670	HARDWARE	0.00	97.89
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	860810	SUPPLIES	0.00	80.70
1011	435403	04/08/26	00000057	HOME DEPOT / GECF	352363	CLEANING SUPPLIES	0.00	110.69
TOTAL CHECK							0.00	1,490.67
1011	435404	04/08/26	00007685	ALEX HONG	650208	SLI564 S8 4/29-5/1/26	0.00	384.00

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435405	04/08/26	10002119	J & A ENGINEERING CORP.	11	PMT#1 RETENTION/FINAL	0.00	-3,460.00
1011	435405	04/08/26	10002119	J & A ENGINEERING CORP.	190143	EHLERS FENCE/FEB-26	0.00	69,200.00
TOTAL CHECK							0.00	65,740.00
1011	435406	04/08/26	10002119	J & A ENGINEERING CORP.	11	EHLER FENCE/RETENTION	0.00	3,460.00
1011	435407	04/08/26	00010018	JOSEPH M JACKSON	275405	YOGA KUNDALINI/WNT-26	0.00	200.16
1011	435408	04/08/26	00009561	TRADITIONAL AUTO SUPPLY	171710	BRAKE PADS	0.00	82.07
1011	435408	04/08/26	00009561	TRADITIONAL AUTO SUPPLY	171710	BATTERIES	0.00	475.00
1011	435408	04/08/26	00009561	TRADITIONAL AUTO SUPPLY	171710	CONNECTORS	0.00	29.61
TOTAL CHECK							0.00	586.68
1011	435409	04/08/26	10014952	JB BUILDERS FIRE PROTECT	11	REF RF-26-24 WASTE	0.00	562.50
1011	435410	04/08/26	10014406	MCKINISH INC.	126128	HIP202418 LEWIS RET.	0.00	7,500.00
1011	435411	04/08/26	00004440	JMG SECURITY SYSTEMS INC	170670	ALARM MONITORING	0.00	441.00
1011	435411	04/08/26	00004440	JMG SECURITY SYSTEMS INC	170670	ALARM MONITORING	0.00	687.03
TOTAL CHECK							0.00	1,128.03
1011	435412	04/08/26	10002722	JOHNSON CONTROLS SECURIT	170670	ALARM MONITORING	0.00	1,509.59
1011	435413	04/08/26	10014971	J-P CONTRACTORS INC	11	REF/RF-25-281/WASTE	0.00	776.85
1011	435414	04/08/26	10012442	KIMLEY-HORN AND ASSOCIAT	590196	COMNWLTH GUARD/FEB26	0.00	4,880.00
1011	435415	04/08/26	10011851	KNOWBE4, INC.	126143	KNOWBE4 SECURITY AWARE	0.00	9,960.00
1011	435416	04/08/26	10003543	MOLLY H. KNOX	275305	EXERCISE/WINTER-26	0.00	71.25
1011	435417	04/08/26	10006148	DAVID LAM	650302	REIM/TEST MFA MICR365	0.00	54.38
1011	435418	04/08/26	00004811	COMPULINK MANAGEMENT CEN	126143	BUSINESS USERS	0.00	998.00
1011	435418	04/08/26	00004811	COMPULINK MANAGEMENT CEN	126143	BUSINESS USERS	0.00	24,950.00
1011	435418	04/08/26	00004811	COMPULINK MANAGEMENT CEN	126143	SCAN CONNED	0.00	525.00
1011	435418	04/08/26	00004811	COMPULINK MANAGEMENT CEN	126143	PARTICIPANT USERS	0.00	2,125.00
TOTAL CHECK							0.00	28,598.00
1011	435419	04/08/26	10000155	CLEMENTE LEYVA	275120	TENNIS/WINTER-26	0.00	653.03
1011	435420	04/08/26	00001657	LIEBERT CASSIDY WHITMORE	121110	GENERAL	0.00	2,244.50
1011	435421	04/08/26	10004046	LIGHT SOURCE PRINTING, I	106117	SHIPPING GUIDES	0.00	239.00
1011	435422	04/08/26	10001574	WENDY JEAN LOVELESS	275120	PIYO 1 DAY/WINTER-26	0.00	167.58
1011	435423	04/08/26	00000077	LU'S LIGHTHOUSE INC	171710	STOCK ORDER	0.00	425.35
1011	435423	04/08/26	00000077	LU'S LIGHTHOUSE INC	171710	STOCK ORDER	0.00	45.73
1011	435423	04/08/26	00000077	LU'S LIGHTHOUSE INC	171710	HARDWARE	0.00	78.21
1011	435423	04/08/26	00000077	LU'S LIGHTHOUSE INC	171710	LIGHTING	0.00	175.16
1011	435423	04/08/26	00000077	LU'S LIGHTHOUSE INC	171710	STOCK ORDER	0.00	1,639.34

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
TOTAL CHECK							0.00	2,363.79
1011	435424	04/08/26	10014955	MARTINEZ ROOFING	11	REF/RF-26-48, WASTE	0.00	524.97
1011	435425	04/08/26	10014958	MARTINEZ, DANIEL	52	UB REFUND	0.00	10.28
1011	435426	04/08/26	10012134	CASEY MCDANIEL	275150	SCOREKEEP 3/14-27/26	0.00	34.00
1011	435427	04/08/26	00010740	CHRISTINA MENDIVEL	650208	MOTOROLA 4/19-22/26	0.00	512.00
1011	435428	04/08/26	00003714	METRO FLUID CONNECTORS I	352363	WASHER	0.00	19.33
1011	435429	04/08/26	10005546	MID CITY'S ELECTRIC, INC	860810	LIGHTING REPAIR	0.00	2,430.00
1011	435430	04/08/26	10013712	MINDSTREET, INC.	121110	GOOD DAYS AHEAD/MAR26	0.00	500.00
1011	435430	04/08/26	10013712	MINDSTREET, INC.	121110	GOOD DAYS AHEAD/FEB26	0.00	500.00
TOTAL CHECK							0.00	1,000.00
1011	435431	04/08/26	10013264	MOBILE FLEET WASH, CORP	171710	MOBILE CAR WASH	0.00	1,200.00
1011	435431	04/08/26	10013264	MOBILE FLEET WASH, CORP	171710	MOBILE CAR WASH	0.00	1,080.00
1011	435431	04/08/26	10013264	MOBILE FLEET WASH, CORP	171710	MOBILE CAR WASH	0.00	1,160.00
TOTAL CHECK							0.00	3,440.00
1011	435432	04/08/26	00006948	FRANK MOORE	352570	REIMB/OPER CERT D1	0.00	55.00
1011	435433	04/08/26	10004764	TIFFANEY DANIELLE MORENO	275120	ZUMBA/WINTER-26	0.00	287.28
1011	435434	04/08/26	00004380	MUNICIPAL MAINTENANCE EQ	452410	REPAIR GREASE	0.00	49.64
1011	435435	04/08/26	10014954	NRI PORTFOLIOS LLC	11	REF#P22-048	0.00	36,000.00
1011	435436	04/08/26	10004133	OC CLERK-RECORDER'S OFFI	11	P25-049 LOT MERG/ADJ	0.00	45.00
1011	435436	04/08/26	10004133	OC CLERK-RECORDER'S OFFI	11	P25-022 LOT MERG/ADJ	0.00	57.00
1011	435436	04/08/26	10004133	OC CLERK-RECORDER'S OFFI	11	P22-021 LOT MERG/ADJ	0.00	57.00
TOTAL CHECK							0.00	159.00
1011	435437	04/08/26	00000099	OFFICE DEPOT, INC.	11	PAPER BOISE APSEN 30,	161.00	2,001.00
1011	435438	04/08/26	10007787	HBV ENTERPRISES, INC.	171710	CABIN AIR FILTER	0.00	54.21
1011	435438	04/08/26	10007787	HBV ENTERPRISES, INC.	171710	VALVE	0.00	157.32
1011	435438	04/08/26	10007787	HBV ENTERPRISES, INC.	171710	VALVE	0.00	60.77
TOTAL CHECK							0.00	272.30
1011	435439	04/08/26	10011118	ORANGE COUNTY DISTRICT A	651607	ASSET INT BP25-41390	0.00	24.92
1011	435439	04/08/26	10011118	ORANGE COUNTY DISTRICT A	20	ASSET FORF BP25-41390	0.00	1,780.00
TOTAL CHECK							0.00	1,804.92
1011	435440	04/08/26	00007482	ORANGE COUNTY SANITATION	11	CONNECT FEE/DEC-25	0.00	463.75
1011	435441	04/08/26	00000221	ORANGE COUNTY SHERIFFS D	650208	MOBILE FIELD 5/4-8/26	0.00	92.00
1011	435442	04/08/26	10014981	OMAR DAVID ORTEGA	11	REF/DEPOSIT#R13435	0.00	500.00

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435443	04/08/26	10014972	PACIFIC COAST ROOFING IN	11	REF/RF-26-77 WASTE	0.00	435.00
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275140	VOLT BOOTH/THOMSEN	0.00	7.11
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275605	WINGS SUPL/VANSICKLE	0.00	8.69
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275140	BOIS/CLEANUP/CISNEROS	0.00	19.58
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275140	STAGE DECOR/VANSICKLE	0.00	33.70
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275140	EASTER BASKET/ALARCON	0.00	46.65
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	11	EGG BASKET/RODRIGUEZ	0.00	46.65
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	275140	EASTER BASKET/GONZALE	0.00	48.90
1011	435444	04/08/26	00005145	PETTY CASH/COMMUNITY SER	11	EGG BASKETS/GONZALEZ	0.00	48.90
TOTAL CHECK							0.00	260.18
1011	435445	04/08/26	00007516	PHOENIX GROUP INFORMATIO	550502	PK CIT PROC/FEB-26	0.00	1,039.09
1011	435445	04/08/26	00007516	PHOENIX GROUP INFORMATIO	550502	PK CIT PROC/FEB-26	0.00	14,064.83
1011	435445	04/08/26	00007516	PHOENIX GROUP INFORMATIO	631140	CIT PROC/FEB-26	0.00	648.99
1011	435445	04/08/26	00007516	PHOENIX GROUP INFORMATIO	631140	CIT PROC/FEB-26	0.00	953.78
TOTAL CHECK							0.00	16,706.69
1011	435446	04/08/26	00002715	ROGER PLUMLEE	650407	SWAT LDR 3/23-27/26	0.00	308.66
1011	435447	04/08/26	00004049	PSOMAS CORP.	396859	PEAK PK WELL/FEB-26	0.00	3,715.00
1011	435448	04/08/26	10001203	R.V. NURSERY INC	560641	PLANTS	0.00	511.13
1011	435448	04/08/26	10001203	R.V. NURSERY INC	560641	PLANTS	0.00	1,408.31
1011	435448	04/08/26	10001203	R.V. NURSERY INC	560641	PLANTS	0.00	97.87
1011	435448	04/08/26	10001203	R.V. NURSERY INC	560641	PLANTS	0.00	1,065.75
TOTAL CHECK							0.00	3,083.06
1011	435449	04/08/26	10000972	REFRIGERATION SUPPLIES D	170670	HARDWARE	0.00	100.14
1011	435449	04/08/26	10000972	REFRIGERATION SUPPLIES D	170670	HARDWARE	0.00	167.89
TOTAL CHECK							0.00	268.03
1011	435450	04/08/26	10004141	REVIZE LLC	650303	ANN RENEWAL 26-27	0.00	1,400.00
1011	435451	04/08/26	10011815	HUGO REYES	650407	BAS.SWAT 3/3-14/26	0.00	140.00
1011	435452	04/08/26	10000184	RJM DESIGN GROUP INC	190304	JOHN BEAT PARK/FEB26	0.00	20,759.35
1011	435452	04/08/26	10000184	RJM DESIGN GROUP INC	190305	CARL BRENNER PK/FEB26	0.00	24,868.15
1011	435452	04/08/26	10000184	RJM DESIGN GROUP INC	190306	POCKET PARK/FEB-26	0.00	28,935.32
1011	435452	04/08/26	10000184	RJM DESIGN GROUP INC	190140	FRIENDSHIP PK/FEB-26	0.00	95,758.80
1011	435452	04/08/26	10000184	RJM DESIGN GROUP INC	190303	BOISSERANC/PICKLEBALL	0.00	2,928.70
TOTAL CHECK							0.00	173,250.32
1011	435453	04/08/26	00002271	RKA CONSULTING INC	590191	VAL.VW REHAB/FEB-26	0.00	194,969.00
1011	435454	04/08/26	10014978	KAYLA RUSH	275220	VOC DIR 1 OF 2 FROZEN	0.00	600.00
1011	435455	04/08/26	10014988	FERNANDO SANCHEZ	550502	REF/CIT#277124945	0.00	98.00
1011	435455	04/08/26	10014988	FERNANDO SANCHEZ	550502	REF/CIT#277124891	0.00	98.00
1011	435455	04/08/26	10014988	FERNANDO SANCHEZ	550502	REF/CIT#277124645	0.00	98.00
TOTAL CHECK							0.00	294.00

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435456	04/08/26	00000412	SOUTHERN COUNTIES OIL CO	171710	UNLEADED FUEL PD	0.00	30,785.88
1011	435457	04/08/26	10014951	SECURE IT SOLUTION	352363	FIREWALL BACKUP/MAR26	0.00	1,934.00
1011	435458	04/08/26	00000462	THE SHERWIN WILLIAMS	352363	PAINT LINDEN	0.00	71.76
1011	435458	04/08/26	00000462	THE SHERWIN WILLIAMS	170670	PAINT	0.00	315.40
TOTAL CHECK							0.00	387.16
1011	435459	04/08/26	10014979	KEVIN SHIEH	11	REF DEPOSIT#R13201	0.00	500.00
1011	435460	04/08/26	00009792	PRISCILLA SILVA	275120	BELLY DNC/WINTER-26	0.00	200.17
1011	435461	04/08/26	10012054	SKYHAWKS SPORTS ACADEMY	275120	SOCCER/WINTER-26	0.00	1,425.76
1011	435462	04/08/26	10005948	JIMMY SMITH	275305	ROUND DNC/WINTER-26	0.00	339.00
1011	435463	04/08/26	10012204	SO CAL CONCRETE DELIVERY	560211	CONCRETE	0.00	1,171.20
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	6801 LINCOLN/MAR-26	0.00	36.45
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	7530 WESTERN/MAR-26	0.00	15.53
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	660240	7002 BEACH/MAR-26	0.00	24.92
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	8681 BEACH/MAR-26	0.00	27.92
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	7711 LA PALMA/MAR-26	0.00	29.28
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	7550 STANTON/MAR-26	0.00	31.43
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	660240	7611 BEACH/MAR-26	0.00	52.74
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	8081 OR'THORP/MAR-26	0.00	77.21
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	7051 PAGE/MAR-26	0.00	106.63
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	170670	6660 BEACH/MAR-26	0.00	3,964.38
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	170670	8001 VAL.VW/MAR-26	0.00	17,684.69
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	660240	7851 LA PALMA/MAR-26	0.00	14.51
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	660240	7672 BEACH/MAR-26	0.00	19.28
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	170670	7733 BEACH/MAR-26	0.00	19.70
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	7623 BEACH/MAR-26	0.00	32.31
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	6973 BEACH/MAR-26	0.00	26.48
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	6190 AUTO CTR/MAR-26	0.00	105.08
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	8970 KNOTT MAR-26	0.00	139.33
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	5600 MALVERN/MAR-26	0.00	1,353.62
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	352510	7520 DALE ST /MAR-26	0.00	27,809.21
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	560230	8491 DALE /MAR-26	0.00	82.47
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	860810	8552 BEACH/MAR-26	0.00	150.39
1011	435465	04/08/26	00000226	SOUTHERN CALIFORNIA EDIS	352510	8242 LINDEN/MAR-26	0.00	27,369.49
TOTAL CHECK							0.00	79,173.05
1011	435466	04/08/26	10006963	SPEAKWRITE, LLC	650305	TRANSCRIPTION/MAR-26	0.00	1,692.23
1011	435467	04/08/26	00010296	SPECIALIZED ELEVATOR SER	660241	ELEVATOR REPAIR	0.00	1,066.50
1011	435468	04/08/26	00010381	SPOK INC	860810	PAGER SERVICE	0.00	7.47
1011	435468	04/08/26	00010381	SPOK INC	275305	PAGER SERVICE	0.00	7.47
1011	435468	04/08/26	00010381	SPOK INC	352363	PAGER SERVICE	0.00	29.03
TOTAL CHECK							0.00	43.97

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435469	04/08/26	10006051	STANTEC CONSULTING SERVI	590193	WHITAKER PAVE/FEB-26	0.00	876.00
1011	435470	04/08/26	00001085	STAPLES CONTRACT & COMME	126120	OFFICE SUPPLIES	0.00	124.01
1011	435470	04/08/26	00001085	STAPLES CONTRACT & COMME	126120	OFFICE SUPPLIES	0.00	143.31
TOTAL CHECK							0.00	267.32
1011	435471	04/08/26	10013329	TESS ELECTRIC, INC.	352363	WELL FAILURE CABALLER	0.00	892.44
1011	435472	04/08/26	10013691	LOTUS THAI	731105	REIMB/AMAZON	0.00	35.36
1011	435472	04/08/26	10013691	LOTUS THAI	731105	REIMB/STICKER MULE	0.00	1,008.11
1011	435472	04/08/26	10013691	LOTUS THAI	731105	REIMB/AMAZON	0.00	349.38
1011	435472	04/08/26	10013691	LOTUS THAI	731105	REIMB/AMAZON	0.00	21.25
1011	435472	04/08/26	10013691	LOTUS THAI	731105	MLG/OCT,FEB,MAR-26	0.00	61.61
TOTAL CHECK							0.00	1,475.71
1011	435473	04/08/26	10009023	TIRE HUB, LLC	171710	TIRES	0.00	132.48
1011	435473	04/08/26	10009023	TIRE HUB, LLC	171710	TIRES	0.00	393.13
1011	435473	04/08/26	10009023	TIRE HUB, LLC	171710	TIRE WOODCHIPPER	0.00	132.48
TOTAL CHECK							0.00	658.09
1011	435474	04/08/26	10011938	T-MOBILE	275305	213930893 FEB-26	0.00	70.48
1011	435475	04/08/26	10011938	T-MOBILE	275305	213930893 MAR-26	0.00	141.98
1011	435476	04/08/26	10014986	ISAAC TOLEDO	275310	REIMB/BINGO PRIZE	0.00	145.21
1011	435477	04/08/26	10011125	JEEVANI TOMASSETTI	11	LAD.LUN.KBF HOTEL-26	0.00	190.00
1011	435478	04/08/26	00004212	TOWNSEND PUBLIC AFFAIRS	352267	LOBBYIST/APRIL-26	0.00	2,018.75
1011	435478	04/08/26	00004212	TOWNSEND PUBLIC AFFAIRS	105105	LOBBYIST/APRIL-26	0.00	6,056.25
1011	435478	04/08/26	00004212	TOWNSEND PUBLIC AFFAIRS	731105	GRANT WRITING/APR-26	0.00	5,000.00
TOTAL CHECK							0.00	13,075.00
1011	435479	04/08/26	10009554	TRUTH BE TOLD POLYGRAPH,	650105	4 POLYGRAPHS	0.00	1,200.00
1011	435480	04/08/26	10012511	TSG ENTERPRISES, INC	290158	THELMA GARDEN/FEB-26	0.00	194.50
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	CR:COOPER/APARICIO	0.00	-240.46
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	REF/WE LEAD LIN/LOPEZ	0.00	-40.23
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	REF/WE LEAD LIN/LOPEZ	0.00	-20.19
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	CREDIT REF/COLES-GUZM	0.00	-17.51
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	SERVICE FEE/MACIAS	0.00	3.84
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	LABELS/VILLAPANDO	0.00	5.81
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STRBK/MRKASTLCH/DP	0.00	6.05
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STARBUCKS/PDRCRT/GC	0.00	9.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	995100	SHIP MERCH/APARICIO	0.00	10.15
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	995100	SHIP MERCH/APARICIO	0.00	10.15
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275160	VOLT MATER'L/ALARCON	0.00	10.85
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	C.CLK SUPL/GURRRA	0.00	10.86
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	CAT6 CABLE/MIKIEWICZ	0.00	11.95
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160110	CERT MAIL/AUBUCHON	0.00	12.70

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	C.CLK ITM/EVET/GUERRA	0.00	12.94
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275210	ST.PAT BINGO/DAVIS	0.00	12.98
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	SPOTIFY ACCT/MARTINEZ	0.00	12.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	105105	CMO SUPL/MEDINA	0.00	14.17
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	C.CLK SUPL/GUERRA	0.00	14.32
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STATBRO/DEITRN/DP	0.00	14.48
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STARBUCKS/PDCADET/GC	0.00	15.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STARBUCKS/PDLDDISP/GC	0.00	15.45
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	ZOOM ACCT/GUERRA	0.00	15.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	ZOOM CF/MIKHAEL	0.00	15.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	ZOOM ACCT/VICUNA	0.00	15.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	ZOOM MO CHG/NGUYEN	0.00	15.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	KOREAN FAIR/MOMPELLER	0.00	17.38
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	DECORE/FAIR/MOMPELLER	0.00	17.38
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	POLICE SUPL/COLES-GUZ	0.00	17.89
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	SEAT SELECT/COPPING	0.00	18.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	E-VEH SHADDOW/GEYER	0.00	18.98
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	WTR, TEA,TRAN/MEDINA	0.00	19.25
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STRBK/MRKTASTLCH/DP	0.00	19.30
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275160	VOLT CRAFTS/ALARCON	0.00	19.55
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	STARBUCKS/PDRCRT/GC	0.00	19.60
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	WE LEAD LINEN/LOPEZ	0.00	20.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	AI SUBS/DIERINGER	0.00	20.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	WE LEAD LINERS/LOPEZ	0.00	20.19
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	PORTOS/DEITRN/DP	0.00	20.98
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	170670	RESTRM SUPL/COLES-GUZ	0.00	21.48
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/GUERRA	0.00	22.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	CONCIL DESSERT/GUERRA	0.00	23.07
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	FUEL/TRF MOTOR/ORTEGA	0.00	24.50
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	CHILIS/POLRCTLCH/DP	0.00	24.97
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	105105	NOCC LUNCH/FRANCE	0.00	25.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM. ACAD/GUERRA	0.00	25.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	FUEL/TRF MOTOR/ORTEGA	0.00	25.21
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	TRANSPORT/CF/COPPING	0.00	25.22
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	FUEL/TRF MOTOR/COLON	0.00	26.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	FUEL/TRF MOTOR/COLON	0.00	26.26
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	GOOGLE SUBS/COPPING	0.00	26.40
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	EV CHARGE/NGUYEN	0.00	26.45
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	OFS SUPL/MIKHAEL	0.00	26.66
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/SUPL/LOPEZ	0.00	27.83
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	105105	CMO SUPL/MEDINA	0.00	28.08
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	PASTRIES/TRAN/MEDINA	0.00	29.20
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	NAME PLATE/LOPEZ	0.00	29.35
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	105105	ADOBE SUBS/JMEDINA	0.00	29.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	AI MO FEE/BAILEY	0.00	30.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	AI SUBS/NGUYEN	0.00	30.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	WATERBOTTLES/COPPING	0.00	30.38
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	FUEL/TRF MOTOR/COLON	0.00	30.50
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	C.CLK SUPL/GUERRA	0.00	31.06
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275325	CHG FOR BUS/DAVIS	0.00	31.40
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115120	PASSPORT ITM/GUERRA	0.00	32.59
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	FAIR SUPL/MOMPELLER	0.00	33.52

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/ITM/LOPEZ	0.00	33.82
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	105105	NSPA SNACKS/MEDINA	0.00	34.86
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	CARWASH CM VEH/FRANCE	0.00	35.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	HEAD LAMP/MIKIEWICZ	0.00	35.12
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	HARDWARE/MIKHAEL	0.00	35.83
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115120	PASSPORT ITM/GUERRA	0.00	35.88
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275105	OFS SUPL/CHAVEZ	0.00	36.46
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	FAIR SUPL/MOMPELLER	0.00	36.80
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	WE LEAD LINENS/LOPEZ	0.00	37.09
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115120	PASSPORT ITM/GUERRA	0.00	38.17
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	550502	YELLOW CRAYON/PLUMLEE	0.00	39.12
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	107420	UNITED/PARMA.CKBG/RV	0.00	40.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	107420	UNITED/PARMA.CKBG/RV	0.00	40.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	WE LEAD LINENS/LOPEZ	0.00	40.23
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	DECORE/FAIR/MOMPELLER	0.00	41.69
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	EMPLOEE/APPRC/JC	0.00	41.94
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	COFFEE/DIVERSITY/KERN	0.00	44.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/ITM/LOPEZ	0.00	45.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	PORTOS/PDCADET/GC	0.00	46.18
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	MOVIE SNACK/MOMPELLER	0.00	46.47
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	732044	EMG/GAS/CLIENT/PINEDO	0.00	50.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	ITM.SWEAR CEREM/COTA	0.00	51.07
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	452410	ZION MKT/MEAL/MOORE	0.00	54.76
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106132	HOLMQUIST AD/FEWER	0.00	56.05
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160410	HARDWARE/MIKHAEL	0.00	58.66
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	732044	EMG/GAS/CLIENT/PINEDO	0.00	60.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650204	LANYARDS/HLDR/SHADDOW	0.00	60.43
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275140	VOLT SUPL/MANCILLA	0.00	60.85
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	PERF/TRG/DIERINGER	0.00	69.43
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/ITM/LOPEZ	0.00	69.89
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	ADOBE SUBS/APARICIO	0.00	69.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	POKIYAKI/MRKTASST/GC	0.00	72.36
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOTEL/OTLOOK/COPPING	0.00	72.45
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	PRIZES/M&HS/SAUCEDA	0.00	75.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	560641	NURSERY TAPE/PORTER	0.00	75.46
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	PERF/TRG/DIERINGER	0.00	76.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160410	HARDWARE/MIKHAEL	0.00	78.48
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	STEEL DESK/MIKIEWICZ	0.00	78.91
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COUNCIL ITM/GUERRA	0.00	82.70
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275105	OFS SUPL/CHAVEZ	0.00	84.68
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275405	ST.PAT EVENT/SAUCEDA	0.00	85.06
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	CHILIS/POLRCTLCH/DP	0.00	86.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	452410	SEWER TRG REF/MOORE	0.00	91.41
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	170670	PLUMBING/LIBUNAO	0.00	93.87
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275310	ST.PAT REFRESHM/DAVIS	0.00	94.04
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	COFFEE/HUNT	0.00	94.46
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275310	ST.PAT BINGO/DAVIS	0.00	94.88
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD SUPL/LOPEZ	0.00	96.40
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	POLICE SUPL/COLES-GUZ	0.00	97.52
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	560210	GOMSA MBRSHP/PORTER	0.00	97.85
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	COFFEE/MORENO	0.00	98.58
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	EAPHOLSSOUTR/LNCH/JC	0.00	99.83

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	MARKETINGAIDE/AD/JC	0.00	100.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	POLICE SUPL/COLES-GUZ	0.00	106.16
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COM ACAD/GUERRA	0.00	111.31
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	ITM SWEAR CEREM/COTA	0.00	112.21
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	RODRIGOS/PDCRT/GC	0.00	115.50
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	CANVA SUBS/SAUCEDA	0.00	119.40
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275105	DROPBOX/JIM/CHAVEZ	0.00	119.88
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	CANVA SUBS/VICUNA	0.00	120.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	C.CLK SUPL/GUERRA	0.00	120.03
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	732044	EMG FOOD/CLENT/PINEDO	0.00	126.66
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	2026 COMPLI/FE/MACIAS	0.00	128.52
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275130	BUTHCER PAPER/ALARCON	0.00	130.45
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275145	EMP SCHEDULE/HURTADO	0.00	131.26
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160410	HARDWARE/MIKHAEL	0.00	135.92
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	POLICE SUPL/COLES-GUZ	0.00	136.80
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275310	BINGO PRIZE/VILLAPAND	0.00	136.88
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275310	BINGO SUPL/MOMPELLER	0.00	137.74
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275140	SPR.EGG SUPL/HURTADO	0.00	144.15
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	FED-X/DK/KERN	0.00	144.37
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	AIRPORT PK/ESCAMILLA	0.00	150.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	HOTEL/SONNE/LOPEZ	0.00	155.26
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	190137	OFS SUPL YARD/MIKHAEL	0.00	164.27
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	LINKEDIN/ADFEE/GC	0.00	169.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	LINKEDIN/MRKTASST/RV	0.00	169.99
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650102	CPC MBRSHIP/DIERINGER	0.00	170.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650302	POLICE SUPL/COLES-GUZ	0.00	173.98
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	632110	M.FOULKES/ICSC/FRANCE	0.00	175.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOSTED/GASIA/APARICIO	0.00	177.01
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	PE RENEW HYSUN/ARAB0L	0.00	180.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	DRY CLEAN LINEN/COTA	0.00	185.40
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115125	PASSPORT ITM/GUERRA	0.00	189.87
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	OFS SUPL/MIKHAEL	0.00	191.26
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	170670	THRERMOSTATS/GONZALEZ	0.00	191.80
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	CRR MBRSHP/AUBUCHON	0.00	200.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COUNCIL DINNER/LOPEZ	0.00	201.96
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	171710	VACUUM/COLES-GUZMAN	0.00	206.61
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	SMSCLB/EE.APPRCTN/RV	0.00	209.70
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	COUNCIL DIN/ALMQUIST	0.00	215.03
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	995100	SHIP MERCH/APARICIO	0.00	223.30
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	ACROBAT SUBS/BOX	0.00	239.88
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	ADOBE LIC/MIKIEWICZ	0.00	240.15
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	126152	ONLIN WTR GATWAY/HYUN	0.00	243.80
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	KEYBOARD/MIKIEWICZ	0.00	245.31
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160105	OFFICE CHAIR/LIBUNAO	0.00	263.71
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	HOLSTER/LOVETER/DIERI	0.00	283.30
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	FLIGHT/MKT MEET/COPPI	0.00	288.39
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	860810	PLAYGR.RAKE/LIBUNAO	0.00	331.69
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	UNDERCOV CLS/ESCAMILL	0.00	350.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	UNDERCOV CLS/ESCAMILL	0.00	350.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	452410	PRT BK.ST.WDR/MOORE	0.00	351.66
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275145	CPRS MICHELLE/BOX	0.00	375.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275305	CPRS/MADDIE/BOX	0.00	375.00

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275145	CPRS CF REG/MANCILLA	0.00	375.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	CPRS/SERENA/MORENO	0.00	375.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOTEL OTLOOK/COPPING	0.00	380.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	COWBOY PENS/COPPING	0.00	386.07
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121110	CAREER/DRIVERAD/DP	0.00	399.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	MEDIA EVENT/APARICIO	0.00	403.10
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	732044	M.FERGUSON/NIELSEN	0.00	413.44
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	M&HS ART PRIZE/MARTIN	0.00	425.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	SUBS EMAIL/APARICIO	0.00	519.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650303	PRINTER/MIKIEWICZ	0.00	534.95
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	MEDIA EVENT/APARICIO	0.00	548.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOTEL/OTLOOK/COPPING	0.00	548.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	GAVIN&KAREN/APARICIO	0.00	579.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275145	CPRS CF REG/HURTADO	0.00	715.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275205	CPRS/ANDREW/SAUCEDA	0.00	715.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	275315	CPRS T.DAVIS/VILLAPAN	0.00	715.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	HOTEL/SONNE/GUERRA	0.00	717.76
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	HOTEL/FRANCO/LOPEZ	0.00	717.76
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	115110	WE LEAD SPONS/VICUNA	0.00	750.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	160109	CRRA CF REG/HUNT	0.00	775.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	170670	SVR RM MOTOR/GONZALEZ	0.00	788.49
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	121135	PRIME BUS ACCT/AVEREL	0.00	847.16
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	100 SNOPPYS/FRANCE	0.00	847.60
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650208	WELLNESS CF/ESCAMILLA	0.00	853.32
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	650402	REAR/SIGHTS/SHADDOW	0.00	945.31
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	107420	PORTOLAHOTEL/PARMA/RV	0.00	971.64
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	101101	FLAGS/COUNCIL/GUERRA	0.00	1,026.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	REGISTRATION/COPPING	0.00	1,195.00
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOSTED/BEVER/APARICIO	0.00	1,317.76
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	106117	HOSTED/COOPER/APARICI	0.00	1,317.76
1011	435490	04/08/26	00010474	U.S.BANK CORPORATE PAYME	860820	POOL PUMP/LIBUNAO	0.00	1,419.16
TOTAL CHECK							0.00	36,746.45
1011	435491	04/08/26	10002020	ULINE, INC.	105105	RETURN CREDIT	0.00	-587.25
1011	435491	04/08/26	10002020	ULINE, INC.	105105	SAMPLE CHAIRS	0.00	661.06
1011	435491	04/08/26	10002020	ULINE, INC.	105105	RETURN FREIGHT CHG	0.00	74.57
TOTAL CHECK							0.00	148.38
1011	435492	04/08/26	10013584	ALYSSA ULTRERAS	275220	COREO 1 OF 2 FROZEN	0.00	850.00
1011	435492	04/08/26	10013584	ALYSSA ULTRERAS	275220	DIR. 1 OF 2 FROZEN	0.00	900.00
TOTAL CHECK							0.00	1,750.00
1011	435493	04/08/26	10012950	UNISHIELD, INC	121140	1ST AID SUPPLIES	0.00	179.98
1011	435493	04/08/26	10012950	UNISHIELD, INC	121140	1ST AID SUPPLIES	0.00	268.01
1011	435493	04/08/26	10012950	UNISHIELD, INC	650308	1ST AID SUPPLIES	0.00	146.98
1011	435493	04/08/26	10012950	UNISHIELD, INC	121140	1ST AID SUPPLIES	0.00	152.47
1011	435493	04/08/26	10012950	UNISHIELD, INC	121140	1ST AID SUPPLIES	0.00	155.73
1011	435493	04/08/26	10012950	UNISHIELD, INC	650208	1ST AID SUPPLIES	0.00	166.61
TOTAL CHECK							0.00	1,069.78
1011	435494	04/08/26	10008629	MARK SANDERS	731150	CORRECTION BOOKS	0.00	489.38

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435495	04/08/26	10011587	US BANK	997100	CUSTODY ACCT/FEB-26	0.00	12.27
1011	435496	04/08/26	10011587	US BANK	11	CUSTODY ACCT/FEB-26	0.00	987.73
1011	435497	04/08/26	10014950	VENUS ULTIMA GROUP, LLC	352363	400GAL STOR TANK (2)	0.00	300.00
1011	435498	04/08/26	10002032	VERIZON WIRELESS	170670	561306915-00002 MAR26	0.00	549.85
1011	435498	04/08/26	10002032	VERIZON WIRELESS	115110	561306915-00002 MAR26	0.00	102.35
1011	435498	04/08/26	10002032	VERIZON WIRELESS	560210	561306915-00002 MAR26	0.00	38.37
1011	435498	04/08/26	10002032	VERIZON WIRELESS	105105	561306915-00002 MAR26	0.00	38.37
1011	435498	04/08/26	10002032	VERIZON WIRELESS	998100	561306915-00002 MAR26	0.00	38.37
1011	435498	04/08/26	10002032	VERIZON WIRELESS	352363	561306915-00002 MAR26	0.00	76.02
1011	435498	04/08/26	10002032	VERIZON WIRELESS	101101	561306915-00002 MAR26	0.00	102.34
TOTAL CHECK							0.00	945.67
1011	435499	04/08/26	10002032	VERIZON WIRELESS	160105	242794522-00001 DEC25	0.00	392.58
1011	435499	04/08/26	10002032	VERIZON WIRELESS	860810	242794522-00001 DEC25	0.00	436.22
1011	435499	04/08/26	10002032	VERIZON WIRELESS	352567	242794522-00001 DEC25	0.00	712.21
1011	435499	04/08/26	10002032	VERIZON WIRELESS	170670	242794522-00001 DEC25	0.00	932.98
1011	435499	04/08/26	10002032	VERIZON WIRELESS	352363	242794522-00001 DEC25	0.00	5,271.94
TOTAL CHECK							0.00	7,745.93
1011	435500	04/08/26	10002032	VERIZON WIRELESS	860810	542021084-00001 MAR26	0.00	211.88
1011	435501	04/08/26	10002032	VERIZON WIRELESS	650303	542373150-00001 MAR26	0.00	3,056.84
1011	435502	04/08/26	10002032	VERIZON WIRELESS	631140	542373150-00002 MAR26	0.00	153.48
1011	435503	04/08/26	10002032	VERIZON WIRELESS	352363	870083592-00001 MAR26	0.00	331.03
1011	435503	04/08/26	10002032	VERIZON WIRELESS	170670	870083592-00001 MAR26	0.00	1,020.12
TOTAL CHECK							0.00	1,351.15
1011	435504	04/08/26	10014921	ADRIA M. VICUNA	115110	LUNCH/NOTARY TRAINING	0.00	23.11
1011	435505	04/08/26	00008608	VISION SERVICE PLAN-(CA)	73	MARCH-26 INVOICE	0.00	5,994.14
1011	435505	04/08/26	00008608	VISION SERVICE PLAN-(CA)	73	MARCH-26 INVOICE	0.00	18.70
TOTAL CHECK							0.00	6,012.84
1011	435506	04/08/26	10008881	VOHNE LICHE KENNELS, INC	650405	DUAL-PURPOSE NARCOTIC	0.00	6,000.00
1011	435506	04/08/26	10008881	VOHNE LICHE KENNELS, INC	650405	DUAL PURPOSE PRE-TRAIN	0.00	12,500.00
1011	435506	04/08/26	10008881	VOHNE LICHE KENNELS, INC	11	OFF SET SALES TAX	0.00	-1,093.75
1011	435506	04/08/26	10008881	VOHNE LICHE KENNELS, INC	650405	MO MT TRAIN K9/MAR26	0.00	500.00
1011	435506	04/08/26	10008881	VOHNE LICHE KENNELS, INC	650405	SALES TAX	0.00	1,093.75
TOTAL CHECK							0.00	19,000.00
1011	435507	04/08/26	10014974	VOL-KER PROPERTY LLC	11	REF/RF-26-63 WASTE	0.00	749.97
1011	435508	04/08/26	10009561	WATER SOURCE SOLUTIONS I	106131	WATER FILTER SYSTEM	0.00	150.00
1011	435508	04/08/26	10009561	WATER SOURCE SOLUTIONS I	106131	WATER SYSTEM	0.00	225.12
TOTAL CHECK							0.00	375.12
1011	435509	04/08/26	00000142	WAXIE SANITARY SUPPLY, I	11	SOAP LIQ REFILL ANTIBA	33.74	419.30

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	435509	04/08/26	00000142	WAXIE SANITARY SUPPLY, I	11	TISSUE TOILET ROLL (80	230.99	2,870.99
1011	435509	04/08/26	00000142	WAXIE SANITARY SUPPLY, I	11	RV TOILET TISSUE 80 PE	170.63	2,120.63
1011	435509	04/08/26	00000142	WAXIE SANITARY SUPPLY, I	11	DEODORANT AIR FRESHENE	39.86	495.36
TOTAL CHECK							475.22	5,906.28
1011	435510	04/08/26	10009209	WEST GROVE VOLLEYBALL, L	275120	VOLLEYBALL/WINTER-26	0.00	964.25
1011	435511	04/08/26	10005807	WESTERN AUDIO VISUAL,INC	170670	WAV 1YR MAINT. 26-27	0.00	6,403.00
1011	435512	04/08/26	10014969	WOMEN IN THEIR PRIME, IN	995100	HOSTED MEDIA	0.00	1,600.00
1011	435513	04/08/26	10009222	XEROX CORPORATION	275305	XEROX	0.00	183.79
1011	435514	04/08/26	10014957	XUE ELTON L. & XU SONIA	11	REF/DM-26-8 WASTE	0.00	200.00
1011	435515	04/08/26	10014963	YAO, DAPHNE WANG	52	UB REFUND	0.00	28.20
1011	435516	04/08/26	10006857	YARDLEY ORGILL CO., INC.	352363	1" ANGLE VALVES	0.00	1,121.45
1011	435516	04/08/26	10006857	YARDLEY ORGILL CO., INC.	352363	6" PIPE COUPLING	0.00	491.16
1011	435516	04/08/26	10006857	YARDLEY ORGILL CO., INC.	352363	ANGLE VALVES	0.00	1,279.12
1011	435516	04/08/26	10006857	YARDLEY ORGILL CO., INC.	352363	MAIN BREAK LINCOLN	0.00	1,209.42
1011	435516	04/08/26	10006857	YARDLEY ORGILL CO., INC.	352363	HYDRANT	0.00	2,911.56
TOTAL CHECK							0.00	7,012.71
1011	435517	04/08/26	10012296	YOUNG CHAMPIONS RECREATI	275120	KARATE/SELF DEFENSE	0.00	4,273.29
1011	435518	04/08/26	10011660	YUNEX, LLC	560230	TRF SIG MT/FEB-26	0.00	8,670.05
1011	435518	04/08/26	10011660	YUNEX, LLC	560230	EXTRA TRF MT/MAR-26	0.00	19,045.00
1011	435518	04/08/26	10011660	YUNEX, LLC	560230	EXTRA TRF MT/FEB-26	0.00	12,777.34
TOTAL CHECK							0.00	40,492.39
1011	435519	04/08/26	10014975	ZOHRAB TER-KARAPETYAN	11	REF/RF-26-70 WASTE	0.00	450.00
1011	V435520	04/08/26	00007415	BUENA PARK CITY EMPLOYEE	73	DED:1102 BPCEA DUES	0.00	690.00
1011	V435521	04/08/26	10013793	BUENA PARK HOTEL MARKETI	995100	BPHMA TRANSFER	0.00	40,000.00
1011	V435522	04/08/26	00000481	BUENA PARK POLICE ASSOCI	73	DED:0846 LTD PA/PMA	0.00	2,085.00
1011	V435522	04/08/26	00000481	BUENA PARK POLICE ASSOCI	73	DED:1100 POLICE DUE	0.00	9,059.42
TOTAL CHECK							0.00	11,144.42
1011	V435523	04/08/26	00007357	BUENA PARK POLICE DEPT S	73	DED:1099 SWAT DUES	0.00	30.00
1011	V435523	04/08/26	00007357	BUENA PARK POLICE DEPT S	73	DED:1101 SWAT	0.00	350.00
TOTAL CHECK							0.00	380.00
1011	V435524	04/08/26	10002475	CALIFORNIA INSURANCE POO	107410	WC PAYROLL ADJ.	0.00	31,665.00
1011	V435525	04/08/26	00008482	JOHN SOTTEK	126128	HIP202418/LEWIS ADC	0.00	518.25
1011	V435526	04/08/26	00000054	TED JONES FORD INC.	171710	FUEL TANK	0.00	1,967.53
1011	V435526	04/08/26	00000054	TED JONES FORD INC.	171710	MOTOR MOUNT	0.00	111.07
TOTAL CHECK							0.00	2,078.60

SELECTION CRITERIA: transact.trans_date between '20260326 00:00:00.000' and '20260408 00:00:00.000'
ACCOUNTING PERIOD: 10/26

FUND - 11 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ACTIVITY	-----DESCRIPTION------	SALES TAX	AMOUNT
1011	V435527	04/08/26	00000222	EDCO/PARK DISPOSAL CORP.	171710	CNG FUEL	0.00	176.68
1011	V435527	04/08/26	00000222	EDCO/PARK DISPOSAL CORP.	460220	RES BILLING/FEB-26	0.00	403,881.30
TOTAL CHECK							0.00	404,057.98
TOTAL CASH ACCOUNT							1,613.52	1,597,086.79
TOTAL FUND							1,613.52	1,597,086.79
TOTAL REPORT							1,613.52	1,597,086.79

Voided Check Numbers	Date Printed
435464	4/8/2026
435481	
435482	
435483	
435484	
435485	
435486	
435487	
435488	
435489	

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,189,936.20 COVERING REGULAR PAYROLL ENDING APRIL 10, 2026

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37208 of the Government Code, the Director of Finance or his designated representative hereby certifies to the accuracy of the following demands and to the availability of funds for payment thereof.

_____
Director of Finance

SECTION 2: The claims and demands in the sum of $1,189,936.20 set forth on this 8-page register attached to this resolution and made a part hereof have been audited as required by law and are hereby allowed in the amount set forth.

PASSED AND ADOPTED this _____ day of _____ 2026 by the following called vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this _____ day of _____ 2026.

_____
City Clerk

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

PAYRUN: NK2
DATE: 04/17/2026

CHECK NUMBER	DEPOSIT AMOUNT	CHECK AMOUNT	MAN/VOID	----------EMPLOYEE----------	ID NUMBER
V398196	2,094.62	.00		APARICIO, LESLIE	590
V398197	4,559.97	.00		COPPING, SARA	951
V398198	2,582.64	.00		ENGLEBRECHT, BRIDGET	261
V398199	3,298.88	.00		FEWER, JESSICA	580
V398200	7,762.94	.00		FRANCE, AARON	1650
V398201	2,864.04	.00		MEDINA, YARETZA	8
V398202	426.59	.00		OWAKA, PASCHAL	615
V398203	568.80	.00		PERSI, MICHAEL	678
V398204	1,346.76	.00		STRONGMAN, BENJAMIN	681
V398205	2,914.76	.00		CASTRO, GWENDOLYNE	503
V398206	3,398.13	.00		CERDA, JUAN	831
V398207	6,927.19	.00		FENTON, EDWARD	1564
V398208	2,643.37	.00		GONZALEZ, VANESSA	866
V398209	987.92	.00		HICKMAN, AISHA	665
V398210	1,951.24	.00		KERN, DONNA	2574
V398211	2,873.77	.00		PREVO, DOREKA	390
V398212	3,857.67	.00		VALDEZ, REBECCA	5490
V398213	2,273.91	.00		BUENROSTRO, PATRICIA	227
V398214	1,730.82	.00		GALLENTINE, KAILEY	486
V398215	6,268.64	.00		GARCIA, ADRIAN	1700
V398216	1,347.96	.00		GLAVIN, BARBARA	1768
V398217	2,932.48	.00		HERNANDEZ, GLORIA	2092
V398218	7,322.16	.00		HYUN, SUNG	2248
V398219	2,377.41	.00		KIM, MIN	2584
V398220	2,310.87	.00		LOVEJOY, REBEKAH	76
V398221	1,098.71	.00		OZAKI, GRACE	3881
V398222	2,183.70	.00		PAK, TIMOTHY	3955
V398223	2,944.56	.00		PEREZ, JESSICA	4111
V398224	2,708.86	.00		TOMASSETTI, JEEVANI	5623
V398225	1,752.08	.00		TRAN, KRYSTLE	242
V398226	3,836.83	.00		AVERELL, MARK	272
V398227	2,496.83	.00		COLES-GUZMAN, MARY	950
V398228	2,477.13	.00		KENNEDY, SEAN	111
V398229	2,340.83	.00		FLORES, CHRISTOPHER	464
V398230	2,687.46	.00		HOPKINS, NICHOLAS	627
V398231	4,991.12	.00		IBARRA GENIZ, JOSE	882
V398232	2,930.33	.00		LESTER, ALEXANDER	2868
V398233	1,990.94	.00		MACIAS, JUDITH	2996
V398234	951.94	.00		SANCHEZ, CHRISTOPHER	236
V398235	3,081.10	.00		TART, ANDRE	5235
V398236	3,112.38	.00		ALVAREZ, JOSHUA	458
V398237	1,939.45	.00		CASTANEDA, GUADALUPE	280
V398238	3,033.69	.00		CRAVENS, ROBERT	658
V398239	858.44	.00		DINH, MICHELLE	433
V398240	3,403.18	.00		FLORES, ADRIAN	894
V398241	6,439.69	.00		FOULKES, MATTHEW	9
V398242	1,211.88	.00		GUZMAN, FEDERICO	1918
V398243	2,125.59	.00		LI, CELINE	832
V398244	4,167.42	.00		LUNA, HARALD	264
V398245	3,108.72	.00		MCALEESE, IAN	159

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398246	3,407.85	.00	NAVARRO, SANDRA	93
V398247	3,644.87	.00	PELAYO, RODRIGO	870
V398248	2,415.00	.00	SANTOS, RUTH	4640
V398249	3,562.78	.00	SOLIS, XIOMARA	895
V398250	1,905.76	.00	TAE, RAY	5196
V398251	4,312.32	.00	THAI, LOTUS	536
V398252	2,615.06	.00	ZAPIEN, ERNESTINE	5777
V398253	3,612.88	.00	DHAUW, MELISSA	1170
V398254	1,992.43	.00	GRIFFIN, CHEKESHA	865
V398255	1,021.56	.00	MARTINEZ, RICHARD	834
V398256	3,304.35	.00	SUAREZ, SARABETH	5169
V398257	3,251.74	.00	YOON, JIWON	91
V398258	23.70	.00	BENDINELLI, DOMINIC	490
V398259	23.70	.00	FIGUEROA, NAYELI	403
V398260	23.70	.00	JAMES, SAGIL	392
V398261	23.70	.00	SCHOONER, BRANDON	556
V398262	23.70	.00	SINGHAL, ANNIE	4893
V398263	2,351.28	.00	TELLEZ, ALMA	667
V398264	942.04	.00	AHN, JOYCE	263
V398265	992.20	.00	FRANCO-HERNANDEZ, CARLOS	566
V398266	888.57	.00	HOQUE, LAMIYA	412
V398267	772.03	.00	SONNE, SUSAN	5161
V398268	777.24	.00	TRAUT, CONNOR	5399
V398269	3,046.55	.00	ALMQUIST, ANNA PATRICIA	168
V398270	1,996.95	.00	GUERRA, SARAH	1470
V398271	1,202.39	.00	KIRK, RALPH	384
V398272	2,224.72	.00	LOPEZ, ANGELICA	2928
V398273	6,192.18	.00	VICUNA, ADRIA	2297
V398274	1,176.64	.00	YAM, DARLENE	867
V398275	2,125.21	.00	BARRAZA, TAYLOR	501
V398276	2,905.74	.00	COTA, LORRAINE	954
V398277	5,853.58	.00	DAVENPORT, JOSEPH	1094
V398278	6,704.45	.00	DIERINGER, RYAN	1145
V398279	8,968.29	.00	GEYER, BRADLEY	1692
V398280	5,501.29	.00	NGUYEN, NGHIA	3755
V398281	2,251.31	.00	SEMAAN, NADIA	4740
V398282	1,149.52	.00	CHARNES, LANCE	783
V398283	4,502.87	.00	JIMENEZ, ROBERT	352
V398284	3,610.12	.00	KIM, HYUN	328
V398285	4,092.96	.00	LAM, DAVID	2790
V398286	757.73	.00	LOVCHIK, MICHAEL	6
V398287	4,884.94	.00	MIKIEWICZ, SIMON	3360
V398288	2,001.82	.00	NOVOTNY, MARY	3705
V398289	2,193.26	.00	SAUCEDA, CATHLEEN	4645
V398290	9,639.84	.00	SHADDOW, JON-MICHAEL	4837
V398291	5,022.13	.00	TOMSICK, MARTIN	5360
V398292	2,794.11	.00	ALCALA, BRITTANY	58
V398293	3,014.55	.00	ARIAS, KALEA	592
V398294	2,258.98	.00	BINYON, ERIC	506
V398295	5,826.39	.00	BRANDSTETTER, JAMES	629
V398296	4,164.69	.00	BUTH, CATHERINE	561
V398297	4,068.69	.00	CARPENTER, SCARLET	1663
V398298	1,011.87	.00	CASTRO, ISABELLA	883
V398299	783.34	.00	CIFUENTES MEDINA, DANNA	671
V398300	818.89	.00	CORTEZ TORRES, AMANDA	450
V398301	838.29	.00	DIERINGER, REGINA	1515

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398302	5,517.25	.00	ESQUETINI, MARIA	1536
V398303	901.62	.00	GONZALEZ, BAILEY	868
V398304	1,267.81	.00	HERNANDEZ, ISABELLA	112
V398305	3,998.86	.00	KUO, STACEY	1530
V398306	843.64	.00	MADHAE, DEEPINDER	555
V398307	2,779.07	.00	MAERKER, ELIZABETH	3017
V398308	5,709.77	.00	MCGRATH, CODY	3220
V398309	818.89	.00	MENDOZA ESPINOZA, MYA	532
V398310	902.46	.00	MONTANO, BRIANNA	816
V398311	1,076.77	.00	ONTIVEROS, STEVEN	342
V398312	2,495.78	.00	PALMA-RUBALCAVA, DIANA	3970
V398313	913.29	.00	RODRIGUEZ TZAJ, SANDY	604
V398314	1,951.43	.00	RODRIGUEZ VILLA, YARELI	205
V398315	2,592.50	.00	RYAN, JESSICA	887
V398316	3,569.54	.00	SHERIFF, SAMANTHA	2096
V398317	636.81	.00	SILVERIO, SAMANTHA	497
V398318	4,587.71	.00	TANIGUCHI, MELISSA	5230
V398319	825.36	.00	VELLANOWETH, KRISTINE	217
V398320	507.89	.00	WOOD, HUNTER	605
V398321	2,193.62	.00	BERMUDEZ, MYRA	884
V398322	.00	.00	CHAN, KARA	795
V398323	2,329.90	.00	FIORE, KATE	1560
V398324	2,424.68	.00	FLOHRA, KARAN	516
V398325	2,291.65	.00	FOX, CHARITY	1641
V398326	700.62	.00	KUHN, MICHELLE	2730
V398327	798.37	.00	KUHN, TARI	2747
V398328	2,309.70	.00	MAERTZ, DANA	3018
V398329	3,170.81	.00	MENDIVEL, CHRISTINA	3299
V398330	2,306.99	.00	NGO, CATHERINE	3752
V398331	2,470.36	.00	PENDLETON, SUN	4080
V398332	1,876.58	.00	TENG, LING-FEI	2871
V398333	2,168.98	.00	UMLAH, AMBER	5435
V398334	6,244.07	.00	BAILEY, JOHN	355
V398335	5,894.33	.00	BATES, PATRICK	378
V398336	5,232.89	.00	BELTRAN, CHRISTINA	13
V398337	4,042.76	.00	BLACKWOOD, PHALANN	550
V398338	4,373.59	.00	BOURNE, CLIFFORD	5612
V398339	5,709.53	.00	BOYD, ROBERT	584
V398340	5,788.74	.00	BOYER, CAMERON	585
V398341	7,171.40	.00	BRAVO, ISABEL	420
V398342	2,264.70	.00	CAMPOS, CARLOS	871
V398343	4,137.13	.00	CAMPOS, LOLANI	728
V398344	4,871.42	.00	CERDA, SERGIO	240
V398345	3,589.19	.00	CHAVEZ, ALEJANDRO	182
V398346	5,018.64	.00	CHAVEZ, ANTONY	246
V398347	2,247.01	.00	CHO, YOUNGVEEN	758
V398348	4,853.60	.00	CURATOLA, ANTHONY	350
V398349	5,504.34	.00	DAVIS, JONATHAN	1083
V398350	4,746.04	.00	ESCOBEDO, DOMINICK	1521
V398351	3,930.15	.00	ESTRELLA, CARL JOSEPH	415
V398352	4,010.56	.00	FRANKLIN, KEVIN	1649
V398353	6,758.72	.00	GALOS, MICHAEL	1680
V398354	4,958.75	.00	GANO, KEVIN	1742
V398355	3,820.11	.00	GARCIA, JONATHAN	514
V398356	5,039.04	.00	GENTNER, GEORGE	1765
V398357	4,930.30	.00	GONZALEZ, LUIS	164

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398358	5,636.69	.00	GONZALEZ, OSCAR	1785
V398359	6,560.69	.00	HERST, RYAN	2102
V398360	4,310.75	.00	HOGAN, CHRISTIAN MICHAEL	138
V398361	7,320.11	.00	HONG, ALEX	2130
V398362	6,011.14	.00	JIMENEZ, GUSTAVO	2285
V398363	4,948.51	.00	JOHNSON, BRYAN	2300
V398364	4,967.49	.00	LAZARO, WILLIAM	872
V398365	8,017.93	.00	LEPE, SERGIO	2901
V398366	3,504.83	.00	LIRA, JOSEPH	133
V398367	3,565.85	.00	LOPEZ, GUILLERMO	2958
V398368	5,610.80	.00	LOVETERE, JOSEPH	2962
V398369	2,490.66	.00	LUCACI, KEVIN	874
V398370	3,398.73	.00	LUONG, AARON	577
V398371	5,579.62	.00	MARTINEZ, JESUS	117
V398372	4,522.39	.00	MEDRANO, JULIAN	3223
V398373	3,072.14	.00	MEKDARA, BOBBY	624
V398374	4,723.37	.00	MEONO, ROBIN	351
V398375	3,632.49	.00	MOELLER, SARAH	3590
V398376	5,889.56	.00	MORALES, FRANK	3489
V398377	3,392.57	.00	MORQUECHO, FERNANDO	510
V398378	5,688.68	.00	MUNOZ, OSCAR	3605
V398379	4,841.87	.00	MURILLO CASTRO, JULIAN	268
V398380	3,812.87	.00	NGUYEN, ANTHONY	258
V398381	7,168.33	.00	NYHUS, CHRISTOPHER	3808
V398382	6,671.84	.00	O'DETTE, DIRK	3823
V398383	3,174.78	.00	OH, WILLIAM	326
V398384	3,488.49	.00	OSORIO, STEVIE	573
V398385	4,754.02	.00	PADILLA, VALERIE	108
V398386	7,427.88	.00	PINO, RICHARD	4171
V398387	10,394.89	.00	PLUMLEE, ROGER	4180
V398388	5,802.92	.00	PROCEL, ANDY	4243
V398389	6,138.34	.00	RAMIREZ, ANGEL	4314
V398390	4,172.11	.00	RANGEL, PRISCILLA	4337
V398391	6,060.10	.00	REYES, HUGO	98
V398392	4,190.27	.00	RODRIGUEZ, CHRISTIAN	4476
V398393	4,409.71	.00	RODRIGUEZ CASTILLERO, JOSEPH	259
V398394	4,093.84	.00	SALAZAR, RYAN	4626
V398395	7,144.60	.00	SOLIS, DANIEL	5000
V398396	4,536.91	.00	SOUSA, MATTHEW	596
V398397	3,753.89	.00	TEWELL, MELISSA	5282
V398398	5,999.80	.00	TRAN, TUYET	5424
V398399	2,457.07	.00	TUBBS, AUSTIN	873
V398400	4,511.56	.00	WILLIAMS-GIROUX, JACOB	499
V398401	6,126.69	.00	COLON, BOBBY	900
V398402	7,002.43	.00	LEE, CONNOR	2861
V398403	2,181.97	.00	MENDOZA HERNANDEZ, STEPHANIE	427
V398404	5,738.13	.00	ORTEGA, MICHAEL	104
V398405	2,139.22	.00	PARRA, ANGEL	498
V398406	2,040.54	.00	RAMIREZ, ARIANNA	86
V398407	2,257.95	.00	SILVA, OSCAR	4886
V398408	2,447.93	.00	VAZQUEZ-CAMACHO, MARLENE	101
V398409	6,689.50	.00	VU, JEFFREY	5519
V398410	680.24	.00	BAIR, JOHN	284
V398411	866.24	.00	CASEY, DROUETT	771
V398412	1,026.54	.00	PATTON, DANA	4060
V398413	9,084.64	.00	BERNAL, DAVID	480

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398414	6,517.87	.00	BOUDREAU, CORY	583
V398415	2,700.74	.00	BOUDREAU, LAURA	2192
V398416	5,107.97	.00	BOYINGTON, DEVIN	594
V398417	6,552.20	.00	CARNEY, THOMAS	751
V398418	5,166.66	.00	CHRISTIANSEN, ANDREW	97
V398419	3,382.71	.00	EK, CHRISTOPHER	1477
V398420	5,406.85	.00	ESCAMILLA, MARIO	1529
V398421	4,218.29	.00	KALAGIAN, BRYANT	2436
V398422	2,602.62	.00	LARA, KARON	103
V398423	2,662.54	.00	LOMELI, LISBETH	4516
V398424	3,164.09	.00	LOPEZ, VANESSA	2929
V398425	5,201.72	.00	LOPEZ, WILLYVALDO	2941
V398426	5,775.67	.00	LOWE, AUSTIN	2956
V398427	4,824.17	.00	MOON, DAVID	3479
V398428	1,996.91	.00	MORALES MALDONADO, IVETT	3490
V398429	1,940.52	.00	O'DETTE, NANCY	1920
V398430	5,168.38	.00	PANTOJA, DAVID	3986
V398431	4,529.71	.00	RUBALCAVA, EFRAIN	4590
V398432	2,514.54	.00	SULLIVAN, STACEY	5160
V398433	3,299.53	.00	TREADWAY, SARA	4210
V398434	4,018.53	.00	TURNER, JERAMIAH	291
V398435	4,327.62	.00	VU, KRISTINE	63
V398436	2,106.99	.00	CARDENAS, MARGARET	336
V398437	2,397.14	.00	IBARRA, KRISTI	88
V398438	6,704.35	.00	MIKHAEL, MINA	3359
V398439	4,562.64	.00	ALQAM, NADER	71
V398440	4,388.11	.00	ARABOLU, DEEPTHI	178
V398441	3,254.06	.00	CAPISTRANO, FRANCES	74
V398442	2,570.74	.00	COLES, CARINA	77
V398443	2,972.62	.00	ESPARZA-ALMARAZ, AARON	383
V398444	2,969.44	.00	GUZMAN, HECTOR	512
V398445	3,210.00	.00	LEE, HYANG SUN	430
V398446	3,905.37	.00	MILLER, JADEN	513
V398447	3,166.53	.00	QUINONES, FABIO	875
V398448	2,920.24	.00	RODRIGUEZ, JEREMY	877
V398449	3,422.09	.00	TRAN, JASON	96
V398450	3,784.42	.00	WRAY, NORMAN	5725
V398451	2,660.89	.00	ZARAGOZA, EDUARDO	5788
V398452	3,436.42	.00	AUBUCHON, LAURIE	250
V398453	2,225.17	.00	GENERA, ELIZABETH	1685
V398454	4,899.19	.00	HUNT, JOSEPH	2249
V398455	1,960.02	.00	LUX, ANDREA	2972
V398456	2,488.24	.00	VENEGAS MENDEZ, JAVIER	5491
V398457	2,962.33	.00	BACA, ANDREW	315
V398458	3,330.39	.00	BRITO, MICHAEL	642
V398459	1,394.32	.00	CASTRO, EFRAIN	641
V398460	712.58	.00	CASTRO, JOHN	540
V398461	1,340.32	.00	CISNEROS, STEVEN	855
V398462	3,277.64	.00	ESCATEL-OROSCO, PEDRO	1537
V398463	1,032.80	.00	GARCIA, RYAN	851
V398464	2,582.38	.00	GONZALEZ, ALEJANDRO	1783
V398465	1,899.84	.00	GONZALEZ, KONRAD	587
V398466	1,382.21	.00	HERRERA, FELIX	856
V398467	4,403.59	.00	LIBUNAO, NINO	2912
V398468	1,807.67	.00	LISCANO, CHRISTOPHER	850
V398469	1,867.76	.00	MARASCO, MATTHEW	289

SELECTION CRITERIA: checkhis.pay_run='NK2'
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V398470	1,639.65	.00	MORALES, LEONARDO	819
V398471	1,657.25	.00	MORENO, MARCOS	862
V398472	2,920.17	.00	MUNOZ, JOHNNY	144
V398473	2,256.91	.00	NAJERA, JESSE	3630
V398474	1,578.14	.00	NGUYEN, DUNG	858
V398475	1,340.32	.00	ORTIZ, RAYMOND	309
V398476	1,340.32	.00	PAPANIC, DENNIS	548
V398477	1,566.26	.00	PEREZ, ISAIAH	523
V398478	3,507.09	.00	RIVERA, JOE	4450
V398479	1,659.97	.00	RODRIGUEZ, MIGUEL	589
V398480	2,316.90	.00	RODRIGUEZ, OSCAR	131
V398481	1,340.32	.00	SANTANA, JESUS	860
V398482	2,066.28	.00	SERNA, JUAN	4728
V398483	1,346.79	.00	SESSION, DIMITRIAS	859
V398484	3,076.55	.00	TORREZ, JAVIER	69
V398485	1,005.24	.00	VILLANUEVA, RICHARD	854
V398486	2,677.97	.00	CARRILLO, EDWARD	765
V398487	3,256.27	.00	CHAVEZ, CAESAR	544
V398488	2,799.62	.00	ELLS, ZACHARY	1500
V398489	2,641.21	.00	ENNIS, JOSEPH	262
V398490	2,244.22	.00	ESPINO, KEVIN	517
V398491	3,083.43	.00	FINCH, BARRETT	1574
V398492	2,047.33	.00	GARCIA DEL TORO, JOSE	845
V398493	3,524.36	.00	HAGAN, KEVIN	1947
V398494	3,140.51	.00	KVENBO, SCOTT	2750
V398495	2,812.40	.00	MARTINEZ, MARCO	215
V398496	4,739.59	.00	MCGEE, MICHAEL	9306
V398497	4,608.02	.00	MILLER, DAVID	3390
V398498	3,475.16	.00	MOJARRO, ANDREW	3082
V398499	3,714.24	.00	MOORE, FRANK	3486
V398500	2,114.27	.00	MYLLES, JOSHUA	279
V398501	1,989.02	.00	PRECIADO, CAMDEN	134
V398502	3,124.72	.00	SANCHEZ, JUAN	4617
V398503	2,334.84	.00	SPEAR, ANTHONY	5011
V398504	3,629.41	.00	STEPHENSON, MARK	5122
V398505	2,857.83	.00	TAVARES, JAMEY	5231
V398506	1,935.81	.00	ALVAREZ, CARLOS	136
V398507	1,111.11	.00	AVILA, NICHOLAS	744
V398508	2,581.66	.00	DAHL, TERRY	1084
V398509	2,651.37	.00	DOMINGUEZ, KEVIN	565
V398510	1,340.35	.00	ESPINOSA, GUIDO	637
V398511	2,499.48	.00	GARCIA ORTEGA, JOSE	1636
V398512	2,452.07	.00	GRIMES, DAVID	1881
V398513	2,398.49	.00	GUZMAN, KEVIN	132
V398514	2,592.58	.00	KOSS, MICHAEL	2718
V398515	3,201.30	.00	MARTINEZ, GABRIEL	3139
V398516	2,487.62	.00	MELLADO, KIM	3289
V398517	2,860.12	.00	MERROW, MATTHEW	3316
V398518	2,305.52	.00	OTTEN, DAVID	3869
V398519	3,690.64	.00	PORTER, JEFFREY	4174
V398520	1,340.32	.00	RAMOS, NIKOLAS	815
V398521	2,896.77	.00	RODRIGUEZ, EDWARD	4479
V398522	2,047.01	.00	RUIZ, ALEJANDRO	416
V398523	1,346.79	.00	SAILIATA, RAYMOND	648
V398524	2,095.32	.00	TORRES, SALVADOR	234
V398525	2,391.31	.00	WELLS, ANTHONY	5610

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398526	3,681.48	.00	CAMPIZTA, ADAM	225
V398527	3,204.78	.00	DE LA CRUZ, RICARDO	558
V398528	3,513.84	.00	MACIAS, RAYMOND	2998
V398529	2,722.18	.00	WEAR, JOHN	5606
V398530	2,391.01	.00	ALARCON, ALEXANDER	485
V398531	7,261.86	.00	BOX, JAMES	576
V398532	2,213.74	.00	CHAVEZ, ARIANA	788
V398533	2,001.55	.00	CONTRERAS, SAUL	95
V398534	3,107.85	.00	HURTADO, MARIA	353
V398535	2,129.81	.00	MANCILLA, JSSICA	451
V398536	2,491.65	.00	MARTINEZ, SERENA	3147
V398537	2,125.43	.00	MOMPELLER, JUSTICE	443
V398538	2,437.11	.00	MORENO, ANDREW	161
V398539	3,517.44	.00	SAUCEDA, MARK	4642
V398540	777.53	.00	ALVARADO, ADRIAN	89
V398541	548.89	.00	BAHENA, PEDRO	148
V398542	702.99	.00	BAKER, JAMISON	465
V398543	657.79	.00	BALENTI, TYLOR	846
V398544	576.33	.00	BARENG, KATHERINE	33
V398545	620.80	.00	CARBAJAL, MARCELO	848
V398546	503.15	.00	CARVENTE, GIANJAVIER	334
V398547	830.70	.00	CISNEROS, MICHELLE	812
V398548	521.44	.00	CONSTANTINE, NATALIE	837
V398549	653.67	.00	DURGIN, JAYLIND	186
V398550	612.58	.00	ESCAMILLA PATRICIO, DANIELLE	534
V398551	91.48	.00	FERNANDEZ, GISSEL	330
V398552	339.27	.00	GARCIA, JOSE	892
V398553	676.20	.00	GARCIA, MICHELE	171
V398554	662.81	.00	GONZALEZ, ISAAC	294
V398555	1,090.42	.00	GUERRA, ATHZIRI	141
V398556	702.01	.00	GUILLEN, JAYDEN	339
V398557	818.96	.00	GUTIERREZ, MICHELLE	1925
V398558	356.78	.00	GUTIERREZ, SABRINA	847
V398559	579.24	.00	HERNANDEZ, KATE	2091
V398560	356.78	.00	HERNANDEZ-ZAMORA, JAZMIN	613
V398561	1,215.87	.00	HOLLOWAY, ELIZABETH	2185
V398562	558.04	.00	JUBRAN, NOAH	127
V398563	384.22	.00	LEOS LOPEZ, EVELYN	836
V398564	365.92	.00	LEWIS, ALEC	266
V398565	713.57	.00	MAGANA, ADAM	173
V398566	805.74	.00	MOLINA, LILLY	611
V398567	828.80	.00	NGHIEM, NATALIE	249
V398568	155.52	.00	NGUYEN, KEVIN	299
V398569	173.81	.00	OCHOA, ALAN	192
V398570	393.37	.00	REYES, JETH	844
V398571	791.92	.00	RIVERA GOMEZ, YAMILEX	4432
V398572	764.64	.00	RODRIGUEZ, JACOB	839
V398573	820.78	.00	RODRIGUEZ, KAREN	538
V398574	452.84	.00	RODRIGUEZ, MIKAYLA	295
V398575	527.29	.00	RUIZ, JESUS	886
V398576	997.08	.00	RUIZ, LUIS	527
V398577	934.01	.00	RUSSELL, JEFFREY	150
V398578	1,195.45	.00	SANCHEZ, NATHAN	504
V398579	466.55	.00	SANTANA, JOZELYN	838
V398580	457.41	.00	SCOTT, EMANY	842
V398581	612.58	.00	SHRESTHA, SALIS	610

SELECTION CRITERIA: checkhis.pay_run='NK2'
ALL CHECKS

V398582	901.64	.00	SOLTERO, JESSE	177
V398583	678.34	.00	SORIA, NOAH	5004
V398584	765.80	.00	STRICKLER, LINDA	5135
V398585	785.45	.00	TAPIA, ANGELICA	306
V398586	716.60	.00	THANKESWARAN, HASHMITHAA	543
V398587	733.57	.00	THOMSEN, MATTHEW	194
V398588	237.85	.00	TUCKER, JOSEPHINE	843
V398589	2,829.88	.00	VAN SICKLE, MICHELLE	2076
V398590	844.64	.00	VAZQUEZ, OSCAR	152
V398591	824.79	.00	VELOZ, SABRINA	146
V398592	728.61	.00	WEBER, ISABELLA	614
V398593	1,172.85	.00	BUENROSTRO, ADRIAN	598
V398594	120.35	.00	CROCKETT, ALLISON	199
V398595	120.35	.00	ROMERO, SYDNEY	14
V398596	607.76	.00	SMITH, JOHN	210
V398597	807.44	.00	AGUILAR, KALVIN	23
V398598	718.56	.00	BARTOLO, BRYAN	338
V398599	713.57	.00	CABUSAO, NINA MARINELLA	729
V398600	1,022.03	.00	CARRERA ABAD, MARIA	864
V398601	1,150.70	.00	CHOATE, RACHAEL	511
V398602	1,180.37	.00	CORRALES, ISAAC	474
V398603	2,891.76	.00	DAVIS, TANIKKA	1082
V398604	1,338.80	.00	GRACIA, TONY	622
V398605	912.95	.00	KENDRIX, PERRY	741
V398606	1,362.57	.00	LARIZ RUBALCAVA, CARLOS	429
V398607	752.66	.00	LIZARRAGA, ERIK	483
V398608	2,207.52	.00	LOZANO, WILFREDO	621
V398609	2,535.10	.00	MARQUEZ PINEDO, ANALISA	3118
V398610	994.19	.00	MEGGINSON, MARK	562
V398611	328.20	.00	MENDOZA, GISELLE	522
V398612	2,773.77	.00	NIELSEN, ROSEMARY	3760
V398613	962.76	.00	ORTIZ, YAHAIRA	241
V398614	473.70	.00	ROJAS, ASHLEY	473
V398615	684.09	.00	RUIZ, GIANCARLO	466
V398616	760.53	.00	SALAZAR, NICHOLAS	661
V398617	977.15	.00	SANCHEZ, MARIA	818
V398618	904.94	.00	SANDOVAL, RYAN	663
V398619	347.63	.00	SINGH, YASMINE	479
V398620	629.02	.00	SOSA, EMILY	888
V398621	505.97	.00	TILTON, ALEXANDRIA	879
V398622	1,079.78	.00	TOLEDO, ISAAC	742
V398623	351.56	.00	VEGA-MATA, PEDRO	278
V398624	2,784.59	.00	VILLAPANDO, MADELINNE	878
V398625	706.31	.00	ZAZUETA, RYAN	267

PAYRUN TOTAL
CHECK: 430 1,189,936.20 .00

TOTAL
CHECKS: 430 1,189,936.20 .00

April 28, 2026
CONSENT CALENDAR
Item No. 4B.

City Council Agenda Report

TREASURER'S REPORT FOR THE MONTH OF MARCH 2026

PREPARED BY	PRESENTED BY
Sung Hyun, Director of Finance	Sung Hyun, Director of Finance
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Sung Hyun, Director of Finance	Aaron France, City Manager

RECOMMENDED ACTION

Receive and file the reports.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

The City of Buena Park's Investment Policy adopted by the City Council on February 24, 2026, requires the City Treasurer to submit a detailed investment report to the City Council. Attached for review are the Treasurer's Investment Reports for the month of March 2026. All of the investments listed meet the requirements of both the Government Code and the City Investment Policy.

BUDGET IMPACT

None.

Attachments

Treasurers Report Att1of4.pdf
Treasurers Report Att2of4.pdf
Treasurers Report Att3of4.pdf
Treasurers Report Att4of4.pdf

CITY OF BUENA PARK
Treasurer's Report of Monies on Deposit
Period Ending March 31, 2026

DESCRIPTION	City Book Balance	RDA Bond Proceeds Series B	Total
Union Bank - City Checking Account	2,889,318.42	-	2,889,318.42
Union Bank - Outstanding checks	(1,593,477.76)	-	(1,593,477.76)
Union Bank - Outstanding deposits	229,457.03	-	229,457.03
	1,525,297.69	-	1,525,297.69
Local Agency Investment Fund	40,345,615.17	-	40,345,615.17
Governmental Agency Securities	15,014,881.30	-	15,014,881.30
CMBS	13,507,646.49	-	13,507,646.49
Money Market Mutual	109,331.80	1,402,651.13	1,511,982.93
Supranational	3,383,135.00	-	3,383,135.00
Corporate	28,873,122.85	-	28,873,122.85
U S Treasury	49,165,709.02	-	49,165,709.02
Payables/Receivable	2,692.32	-	2,692.32
	150,402,133.95	1,402,651.13	151,804,785.08
Total	151,927,431.64	1,402,651.13	153,330,082.77

Fund Description	Cash Balance
11 - General Fund	53,048,097.05
12 - Economic Development Fund	14,091,355.57
13 - Measure R	14,166,875.41
17 - Opioid Settlement Fund	681,962.20
18 - Local Law Enforcement Fund	87,423.61
20 - Asset Forfeiture Fund	739,281.29
21 - Capital Project Fund	(25,227.79)
22 - Prop 172 PD Augment Fund	52,280.04
23 - State Law Enf Supp Fund	72,174.08
24 - State Gas Tax Fund	11,001,195.33
25 - Measure M2	2,672,209.95
28 - HOME Deferred Loan Fund	893,618.76
29 - Economic Development Fund (CDBG)	(132,979.34)
30 - State OCATT Fund	(76,189.85)
31 - Calhome Program	1,558,866.39
32 - Park In-Lieu Fund	-
33 - Traffic Congestion Relief Fund	117,895.71
40 - AB 2766 (AQMD) Fund	582,109.70
52 - Water Enterprise Fund	31,290,575.87
53 - Wastewater Enterprise Fund	(412,373.98)
54 - Water Impact Fund	12,542.96
55 - Sewer Impact Fund	11,257.92
62 - Workers' Comp Self-Ins Fund	5,187,583.32
63 - Public Liab Self-Ins Fund	63,587.67
65 - Accrued Leave Fund	597,127.39
71 - Equip Maint & Replacement Fund	8,456,511.44
73 - Payroll Revolving Fund	-
74 - Management Info Systems Fund	2,378,009.16
77 - Gov't Buildings Maintenance Fund	(157,089.77)
96 - Tourism & Marketing Dist	180,868.37
97 - Successor Fund to RDA	4,791,475.44
98 - Housing Successor Fund	1,399,058.87
Total Cash	153,330,082.77

* All investments are made in accordance with the City's adopted investment policy.
* The City has sufficient resources to meet expenditures for the next six (6) months.

PORTFOLIO SUMMARY

City of Buena Park Core | Account #405 | As of March 31, 2026

Portfolio Characteristics

Average Modified Duration	2.11
Average Coupon	3.64%
Average Purchase YTM	4.09%
Average Market YTM	3.96%
Average Credit Quality*	AA+
Average Final Maturity	2.33
Average Life	2.30

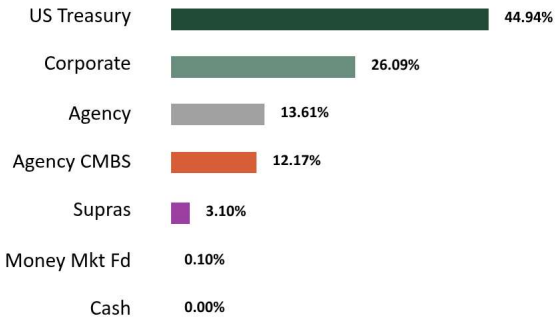
Account Summary

	End Values as of 02/28/2026	End Values as of 03/31/2026
Market Value	112,359,494.38	111,662,847.04
Accrued Interest	795,380.73	865,238.80
Total Market Value	**113,154,875.11**	**112,528,085.83**
Income Earned	412,936.51	473,827.73
Cont/WD	0.00	0.00
Par	111,879,868.52	112,147,024.12
Book Value	111,089,079.35	111,388,274.60
Cost Value	109,782,390.21	110,056,518.78

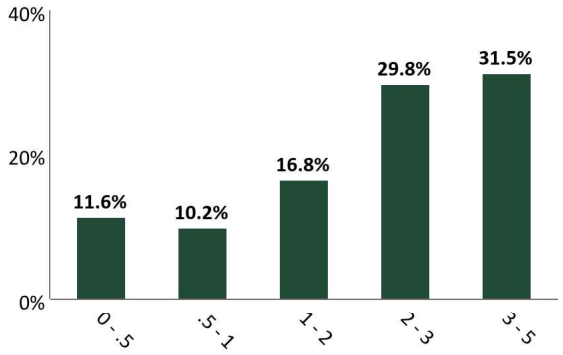
Top Issuers

United States	44.94%
Federal Home Loan Mortgage Corp	12.17%
Farm Credit System	8.35%
Federal Home Loan Banks	5.25%
Inter-American Development Bank	1.76%
Blackrock, Inc.	1.35%
American Express Company	1.34%
International Bank for Recon and Dev	1.33%

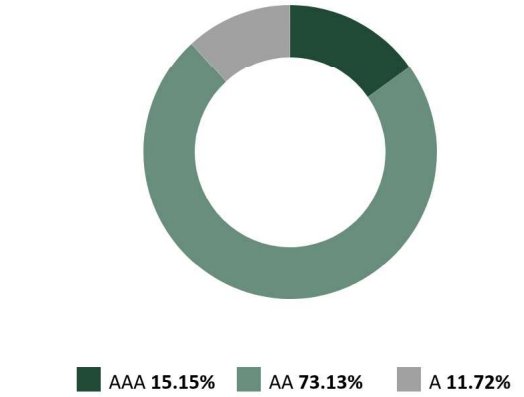
Sector Allocation



Maturity Distribution



Credit Quality*



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (01/01/06)
City of Buena Park Core	(0.55%)	0.37%	0.37%	4.16%	4.84%	4.37%	2.04%	2.00%	2.47%
Benchmark Return	(0.53%)	0.33%	0.33%	3.91%	4.67%	4.12%	1.88%	1.84%	2.29%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: ICE BofA 0-5 Year US Treasury Index

STATEMENT OF COMPLIANCE

City of Buena Park Core | Account #405 | As of March 31, 2026

Rules Name	Limit	Actual	Compliance Status	Notes
AGENCY MORTGAGE SECURITIES				
Max % (MV)	100.0	12.2	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	12.2	Compliant	
Max Maturity (Years)	5.0	4.8	Compliant	
ASSET-BACKED SECURITIES (ABS)				
Max % (MV; Non Agency ABS & MBS)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
BANKERS' ACCEPTANCES				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
COLLATERALIZED BANK DEPOSITS				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
COMMERCIAL PAPER				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
CORPORATE MEDIUM TERM NOTES				
Max % (MV)	30.0	26.1	Compliant	
Max % Issuer (MV)	5.0	1.3	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	

STATEMENT OF COMPLIANCE

City of Buena Park Core | Account #405 | As of March 31, 2026

Rules Name	Limit	Actual	Compliance Status	Notes
FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/ TD)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
FEDERAL AGENCIES				
Max % (MV)	100.0	13.6	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	12.2	Compliant	
Max Callables (MV)	20.0	0.0	Compliant	
Max Maturity (Years)	5	3	Compliant	
LOCAL AGENCY INVESTMENT FUND (LAIF)				
Max % (MV)	35.0	0.0	Compliant	
Max Concentration (MV)	75.0	0.0	Compliant	
MONEY MARKET MUTUAL FUNDS				
Max % (MV)	20.0	0.1	Compliant	
Max % Issuer (MV)	20.0	0.1	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
MORTGAGE-BACKED SECURITIES (NON-AGENCY)				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, LOCAL AGENCY)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, OTHER STATES)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
MUTUAL FUNDS				
Max % (MV)	20.0	0.0	Compliant	

STATEMENT OF COMPLIANCE

City of Buena Park Core | Account #405 | As of March 31, 2026

Rules Name	Limit	Actual	Compliance Status	Notes
Max % Issuer (MV)	10.0	0.0	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1 if > FDIC Limit)	0.0	0.0	Compliant	
REPURCHASE AGREEMENTS				
Max % (MV)	15.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	30.0	0.0	Compliant	
SUPRANATIONAL OBLIGATIONS				
Max % (MV)	30.0	3.1	Compliant	
Max % Issuer (MV)	10.0	1.8	Compliant	
Max Maturity (Years)	5	2	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
U.S. TREASURIES				
Max % (MV)	100.0	44.9	Compliant	
Max % Issuer (BV)	100.0	45.1	Compliant	
Max Maturity (Years)	5	4	Compliant	

RECONCILIATION SUMMARY

City of Buena Park Core | Account #405 | As of March 31, 2026

Maturities / Calls

Month to Date	**(2,500,000.00)**
Fiscal Year to Date	**(19,295,000.00)**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**4,279,870.86**
Fiscal Year to Date	**41,927,966.86**

Sales

Month to Date	**(3,665,971.30)**
Fiscal Year to Date	**(19,803,188.79)**

Interest Received

Month to Date	**399,999.64**
Fiscal Year to Date	**2,996,161.12**

Purchased / Sold Interest

Month to Date	**(36,155.57)**
Fiscal Year to Date	**(92,414.12)**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Book Value	111,089,079.35	108,208,077.94
Maturities/Calls	(2,500,000.00)	(19,295,000.00)
Principal Paydowns	0.00	0.00
Purchases	4,279,870.86	41,927,966.86
Sales	(3,665,971.30)	(19,803,188.79)
Change in Cash, Payables, Receivables	2,145,170.10	(478.24)
Amortization/Accretion	40,125.59	350,896.82
Realized Gain (Loss)	0.00	0.00
Ending Book Value	111,388,274.60	111,388,274.60

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Market Value	112,359,494.38	108,723,158.16
Maturities/Calls	(2,500,000.00)	(19,295,000.00)
Principal Paydowns	0.00	0.00
Purchases	4,279,870.86	41,927,966.86
Sales	(3,665,971.30)	(19,803,188.79)
Change in Cash, Payables, Receivables	2,145,170.10	(478.24)
Amortization/Accretion	40,125.59	350,896.82
Change in Net Unrealized Gain (Loss)	(995,842.60)	(240,507.78)
Realized Gain (Loss)	0.00	0.00
Ending Market Value	111,662,847.04	111,662,847.04

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
AGENCY									
3133EPHH1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.0 04/28/2026	2,000,000.00	05/09/2023 3.90%	2,005,460.00 2,000,136.00	100.01 3.77%	2,000,248.00 34,000.00	1.79% 112.00	Aa1/AA+ AA+	0.08 0.07
3130AWLZ1	FEDERAL HOME LOAN BANKS 4.75 06/12/2026	1,000,000.00	08/24/2023 4.82%	998,180.00 999,871.40	100.18 3.76%	1,001,837.00 14,381.94	0.90% 1,965.60	Aa1/AA+ AA+	0.20 0.20
3133EPZY4	FEDERAL FARM CREDIT BANKS FUNDING CORP 5.0 07/30/2026	1,000,000.00	10/31/2023 5.06%	998,600.00 999,832.34	100.42 3.70%	1,004,155.00 8,472.22	0.90% 4,322.66	Aa1/AA+ AA+	0.33 0.33
3130B1EF0	FEDERAL HOME LOAN BANKS 4.625 06/11/2027	2,000,000.00	07/22/2024 4.35%	2,014,366.00 2,005,948.32	100.89 3.85%	2,017,858.00 28,263.89	1.81% 11,909.68	Aa1/AA+ AA+	1.20 1.14
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	1,600,000.00	09/11/2023 4.50%	1,591,334.40 1,595,764.65	101.29 3.81%	1,620,683.20 4,472.22	1.45% 24,918.55	Aa1/AA+ AA+	2.44 2.29
3133EPC45	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 11/13/2028	2,500,000.00	11/14/2023 4.73%	2,488,100.00 2,493,759.84	101.73 3.92%	2,543,310.00 44,322.92	2.28% 49,550.16	Aa1/AA+ AA+	2.62 2.41
3133EPW84	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 01/18/2029	2,000,000.00	01/29/2024 4.05%	1,984,380.00 1,991,191.15	100.06 3.85%	2,001,236.00 15,715.28	1.79% 10,044.85	Aa1/AA+ AA+	2.80 2.61
3133ERAK7	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 04/10/2029	1,750,000.00	04/10/2024 4.66%	1,727,792.50 1,736,524.28	101.50 3.84%	1,776,264.00 36,367.19	1.59% 39,739.72	Aa1/AA+ AA+	3.03 2.76
3130B1BC0	FEDERAL HOME LOAN BANKS 4.625 06/08/2029	1,200,000.00	06/11/2024 4.50%	1,206,668.40 1,204,260.16	102.27 3.86%	1,227,280.80 17,420.83	1.10% 23,020.64	Aa1/AA+ AA+	3.19 2.90
Total Agency		**15,050,000.00**	**4.46%**	**15,014,881.30** **15,027,288.12**	**100.95** **3.83%**	**15,192,872.00** **203,416.49**	**13.61%** **165,583.88**		**1.88** **1.74**
AGENCY CMBS									
3137FBBX3	FHMS K-068 A2 3.244 08/25/2027	1,000,000.00	01/29/2024 4.42%	961,171.88 985,204.00	98.87 3.99%	988,670.00 2,703.33	0.89% 3,466.01	Aaa/AA+ AA+	1.40 1.28
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	1,200,000.00	11/05/2025 3.86%	1,199,765.62 1,199,800.14	99.48 4.08%	1,193,750.40 3,926.00	1.07% (6,049.74)	Aaa/AA+ AA+	2.32 2.16
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	1,250,000.00	06/10/2025 4.27%	1,234,960.94 1,238,695.13	99.45 4.08%	1,243,131.25 4,083.33	1.11% 4,436.12	Aa1/AA+ AAA	2.49 2.25
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	1,000,000.00	12/09/2024 4.34%	979,062.50 986,222.55	99.11 4.08%	991,106.00 3,150.00	0.89% 4,883.45	Aaa/AA+ AA+	2.57 2.35
3137FKZZ2	FHMS K-088 A2 3.69 01/25/2029	1,000,000.00	04/17/2025 4.21%	981,015.63 985,842.64	98.82 4.09%	988,173.00 3,075.00	0.88% 2,330.36	Aaa/AA+ AA+	2.82 2.56

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3137FL6P4	FHMS K-089 A2 3.563 01/25/2029	1,250,000.00	12/29/2025 3.74%	1,241,650.39 1,242,329.03	98.48 4.09%	1,230,978.75 3,711.46	1.10% (11,350.28)	Aa1/AA+ AA+	2.82 2.60
3137FLN91	FHMS K-091 A2 3.505 03/25/2029	1,000,000.00	09/11/2025 3.75%	990,820.31 992,253.28	98.28 4.09%	982,805.00 2,920.83	0.88% (9,448.28)	Aa1/AAA AA+	2.98 2.68
3137FLYV0	FHMS K-092 A2 3.298 04/25/2029	1,000,000.00	09/17/2024 3.74%	980,625.00 987,161.43	97.64 4.09%	976,431.00 2,748.33	0.87% (10,730.43)	Aa1/AA+ AAA	3.07 2.80
3137H9D71	FHMS K-750 A2 3.0 09/25/2029	1,000,000.00	10/30/2024 4.49%	939,101.56 956,831.92	96.62 4.14%	966,210.00 2,500.00	0.87% 9,378.08	Aa1/AA+ AAA	3.49 2.88
3137FRUT6	FHMS K-106 A2 2.069 01/25/2030	1,250,000.00	06/10/2025 4.35%	1,132,421.88 1,153,066.99	92.74 4.14%	1,159,245.00 2,155.21	1.04% 6,178.01	Aa1/AA+ AAA	3.82 3.56
3137HA4B9	FHMS K-751 A2 4.412 03/25/2030	1,500,000.00	03/26/2025 4.40%	1,498,710.94 1,498,973.63	100.60 4.18%	1,508,988.00 5,515.00	1.35% 10,014.37	Aaa/AA+ AA+	3.98 3.29
3137FXZ35	FHMS K-127 A2 2.108 01/25/2031	1,500,000.00	02/02/2026 4.08%	1,368,339.84 1,372,383.01	90.82 4.24%	1,362,366.00 2,635.00	1.22% (10,017.01)	Aa1/AA+ AAA	4.82 4.45
				13,507,646.49	**97.53**	**13,591,854.40**	**12.17%**		**3.12**
Total Agency CMBS		**13,950,000.00**	**4.14%**	**13,598,763.75**	**4.11%**	**39,123.50**	**(6,909.35)**		**2.80**
CASH									
CCYUSD	Receivable	2,692.32	--	2,692.32 2,692.32	1.00	2,692.32 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
				2,692.32	**1.00**	**2,692.32**	**0.00%**		**0.00**
Total Cash		**2,692.32**		**2,692.32**		**0.00**	**0.00**		**0.00**
CORPORATE									
00440EAV9	CHUBB INA HOLDINGS LLC 3.35 05/03/2026	1,000,000.00	03/16/2023 4.64%	962,870.00 998,957.75	99.90 4.38%	999,035.00 13,772.22	0.89% 77.25	A2/A A	0.09 0.09
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	1,000,000.00	08/24/2023 5.47%	1,001,440.00 1,000,147.41	100.43 4.34%	1,004,319.00 6,600.50	0.90% 4,171.59	Aa2/A+ AA	0.38 0.29
61690U7W4	MORGAN STANLEY BANK NA 5.882 10/30/2026	1,000,000.00	10/31/2023 5.91%	999,160.00 999,837.07	100.93 4.24%	1,009,286.00 24,671.72	0.90% 9,448.93	Aa3/A+ AA-	0.58 0.48
084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027	500,000.00	03/14/2022 2.73%	489,930.00 498,079.80	98.45 3.97%	492,251.50 511.11	0.44% (5,828.30)	Aa2/AA A+	0.96 0.93
09247XAN1	BLACKROCK FINANCE INC 3.2 03/15/2027	750,000.00	06/03/2022 3.36%	744,562.50 748,913.75	99.20 4.06%	744,032.25 1,066.67	0.67% (4,881.50)	Aa3/AA- NA	0.96 0.93
857477CL5	STATE STREET CORP 4.993 03/18/2027	1,000,000.00	03/19/2024 5.00%	999,860.00 999,955.00	100.68 4.26%	1,006,843.00 1,803.03	0.90% 6,888.00	Aa3/A AA-	0.96 0.85

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
023135CF1	AMAZON.COM INC 3.3 04/13/2027	500,000.00	06/09/2022 3.59%	493,600.00 498,632.97	99.25 4.05%	496,232.50 7,700.00	0.44% (2,400.47)	A1/AA AA-	1.04 0.99
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	750,000.00	06/29/2022 3.91%	752,805.00 750,601.53	99.88 4.11%	749,104.50 11,750.00	0.67% (1,497.03)	A2/A+ A+	1.11 1.06
931142EX7	WALMART INC 3.95 09/09/2027	750,000.00	09/08/2022 3.92%	751,140.00 750,314.90	100.03 3.93%	750,238.50 1,810.42	0.67% (76.40)	Aa2/AA AA	1.44 1.38
91324PDE9	UNITEDHEALTH GROUP INC 2.95 10/15/2027	750,000.00	12/28/2022 4.66%	695,400.00 732,465.60	98.19 4.18%	736,388.25 10,202.08	0.66% 3,922.65	A2/A+ A	1.54 1.46
037833DK3	APPLE INC 3.0 11/13/2027	1,000,000.00	01/27/2023 4.12%	951,990.00 983,758.49	98.63 3.88%	986,308.00 11,500.00	0.88% 2,549.51	Aaa/AA+ NA	1.62 1.54
69371RS31	PACCAR FINANCIAL CORP 4.6 01/10/2028	500,000.00	01/27/2023 4.30%	506,670.00 502,398.24	101.03 3.99%	505,159.50 5,175.00	0.45% 2,761.26	A1/A+ NA	1.78 1.68
713448FL7	PEPSICO INC 3.6 02/18/2028	1,000,000.00	03/16/2023 4.29%	969,840.00 988,446.50	99.22 4.03%	992,226.00 4,300.00	0.89% 3,779.50	A1/A+ NA	1.89 1.79
57636QAW4	MASTERCARD INC 4.875 03/09/2028	1,000,000.00	03/16/2023 4.53%	1,015,050.00 1,005,718.49	101.48 4.07%	1,014,826.00 2,979.17	0.91% 9,107.51	Aa3/A+ NA	1.94 1.76
90331HPS6	US BANK NA 4.73 05/15/2028	1,250,000.00	05/12/2025 4.86%	1,250,475.00 1,250,331.97	100.36 4.47%	1,254,545.00 22,336.11	1.12% 4,213.03	A2/A+ A+	2.12 1.06
58933YBH7	MERCK & CO INC 4.05 05/17/2028	1,000,000.00	05/09/2023 4.07%	999,240.00 999,676.78	100.12 3.99%	1,001,173.00 15,075.00	0.90% 1,496.22	Aa3/A+ NA	2.13 1.92
24422EXB0	JOHN DEERE CAPITAL CORP 4.95 07/14/2028	535,000.00	07/11/2023 4.98%	534,202.85 534,635.68	101.94 4.05%	545,367.77 5,664.31	0.49% 10,732.09	A1/A A+	2.29 2.13
756109CW2	REALTY INCOME CORP 3.95 02/01/2029	1,500,000.00	09/29/2025 4.09%	1,493,835.00 1,494,733.85	98.84 4.39%	1,482,615.00 9,875.00	1.33% (12,118.85)	A3/A- NA	2.84 2.63
532457CK2	ELI LILLY AND CO 4.5 02/09/2029	1,250,000.00	02/12/2024 4.54%	1,247,675.00 1,248,666.51	101.00 4.12%	1,262,487.50 8,125.00	1.13% 13,820.99	Aa3/A+ NA	2.86 2.57
17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	1,250,000.00	02/28/2024 4.81%	1,252,025.00 1,251,165.05	101.83 4.17%	1,272,891.25 5,894.10	1.14% 21,726.20	A1/AA- NA	2.91 2.60
14913UAJ9	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029	1,250,000.00	05/16/2024 4.81%	1,251,912.50 1,251,165.70	101.76 4.20%	1,271,962.50 5,725.69	1.14% 20,796.80	A2/A A+	2.91 2.68
09290DAA9	BLACKROCK INC 4.7 03/14/2029	750,000.00	07/22/2024 4.65%	751,597.50 751,006.22	101.55 4.13%	761,658.00 1,664.58	0.68% 10,651.78	Aa3/AA- NA	2.95 2.66
24422EXT1	JOHN DEERE CAPITAL CORP 4.85 06/11/2029	750,000.00	06/11/2024 5.01%	744,682.50 746,599.71	101.84 4.23%	763,764.75 11,114.58	0.68% 17,165.04	A1/A A+	3.20 2.90
437076DC3	HOME DEPOT INC 4.75 06/25/2029	1,250,000.00	06/24/2024 4.81%	1,246,925.00 1,248,011.19	101.54 4.23%	1,269,211.25 15,833.33	1.14% 21,200.06	A2/A A	3.24 2.87

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
025816EJ4	AMERICAN EXPRESS CO 4.351 07/20/2029	1,500,000.00	07/22/2025 4.32%	1,501,260.00 1,500,971.27	99.93 4.41%	1,498,929.00 12,871.71	1.34% (2,042.27)	A2/A- A	3.30 2.15
46647PEB8	JPMORGAN CHASE & CO 5.012 01/23/2030	750,000.00	03/26/2025 4.75%	756,720.00 754,941.46	101.40 4.60%	760,493.25 7,100.33	0.68% 5,551.79	A1/A AA-	3.82 2.58
63743HFX5	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	1,000,000.00	02/07/2025 4.92%	1,001,400.00 1,001,075.78	101.74 4.45%	1,017,356.00 7,425.00	0.91% 16,280.22	A2/NA A	3.86 3.39
194162AT0	COLGATE-PALMOLIVE CO 4.2 05/01/2030	1,000,000.00	05/01/2025 4.14%	1,002,580.00 1,002,099.93	100.08 4.18%	1,000,805.00 17,500.00	0.90% (1,294.93)	Aa3/A+ NA	4.08 3.65
02079KAW7	ALPHABET INC 4.1 11/15/2030	1,250,000.00	11/17/2025 4.05%	1,252,925.00 1,252,706.28	99.32 4.26%	1,241,478.75 20,642.36	1.11% (11,227.53)	Aa2/AA+ NA	4.63 4.10
30303MAB8	META PLATFORMS INC 4.2 11/15/2030	1,250,000.00	11/17/2025 4.18%	1,251,350.00 1,251,249.05	99.03 4.43%	1,237,871.25 21,583.33	1.11% (13,377.80)	Aa3/AA- NA	4.63 4.09
Total Corporate		**29,035,000.00**	**4.50%**	**28,873,122.85** **28,997,263.96**	**100.34** **4.22%**	**29,128,859.27** **292,272.37**	**26.09%** **131,595.30**		**2.42** **2.09**
MONEY MARKET FUND									
60934N104	FEDERATED HRMS GV O INST	109,331.80	-- 3.54%	109,331.80 109,331.80	1.00 3.54%	109,331.80 0.00	0.10% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		**109,331.80**	**3.54%**	**109,331.80** **109,331.80**	**1.00** **3.54%**	**109,331.80** **0.00**	**0.10%** **0.00**		**0.00** **0.00**
SUPRANATIONAL									
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	1,500,000.00	07/24/2023 4.19%	1,454,115.00 1,478,917.70	99.32 3.81%	1,489,740.00 11,520.83	1.33% 10,822.30	Aaa/AAA NA	2.28 2.15
4581X0DC9	INTER-AMERICAN DEVELOPMENT BANK 3.125 09/18/2028	2,000,000.00	12/28/2023 3.96%	1,929,020.00 1,962,925.81	98.37 3.82%	1,967,462.00 2,256.94	1.76% 4,536.19	Aaa/AAA NA	2.47 2.34
Total Supranational		**3,500,000.00**	**4.06%**	**3,383,135.00** **3,441,843.51**	**98.78** **3.82%**	**3,457,202.00** **13,777.78**	**3.10%** **15,358.49**		**2.39** **2.26**
US TREASURY									

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
9128286S4	UNITED STATES TREASURY 2.375 04/30/2026	1,300,000.00	08/29/2022 3.36%	1,255,972.66 1,299,045.75	99.89 3.70%	1,298,588.20 12,964.09	1.16% (457.55)	Aa1/AA+ AA+	0.08 0.08
91282CCF6	UNITED STATES TREASURY 0.75 05/31/2026	1,500,000.00	06/03/2022 2.94%	1,376,484.38 1,494,906.57	99.50 3.82%	1,492,426.50 3,770.60	1.34% (2,480.07)	Aa1/AA+ AA+	0.17 0.16
91282CHH7	UNITED STATES TREASURY 4.125 06/15/2026	1,000,000.00	04/17/2025 3.95%	1,001,875.00 1,000,335.62	100.08 3.69%	1,000,803.00 12,125.69	0.90% 467.38	Aa1/AA+ AA+	0.21 0.20
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	1,500,000.00	06/03/2022 2.93%	1,364,414.06 1,489,178.17	98.97 3.74%	1,484,542.50 1,553.87	1.33% (4,635.67)	Aa1/AA+ AA+	0.33 0.33
9128282A7	UNITED STATES TREASURY 1.5 08/15/2026	1,600,000.00	10/04/2022 4.00%	1,457,250.00 1,586,231.21	99.15 3.78%	1,586,432.00 2,983.43	1.42% 200.79	Aa1/AA+ AA+	0.38 0.37
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	1,000,000.00	05/26/2022 2.73%	924,257.81 991,291.80	98.59 3.76%	985,914.00 23.91	0.88% (5,377.80)	Aa1/AA+ AA+	0.50 0.49
91282CDK4	UNITED STATES TREASURY 1.25 11/30/2026	1,000,000.00	05/26/2022 2.72%	937,500.00 990,761.86	98.36 3.76%	983,643.00 4,189.56	0.88% (7,118.86)	Aa1/AA+ AA+	0.67 0.65
91282CDQ1	UNITED STATES TREASURY 1.25 12/31/2026	1,500,000.00	06/03/2022 2.95%	1,391,015.63 1,482,108.02	98.16 3.76%	1,472,425.50 4,713.40	1.32% (9,682.52)	Aa1/AA+ AA+	0.75 0.73
912828Z78	UNITED STATES TREASURY 1.5 01/31/2027	1,500,000.00	06/09/2022 3.08%	1,397,578.13 1,481,580.97	98.18 3.74%	1,472,680.50 3,729.28	1.32% (8,900.47)	Aa1/AA+ AA+	0.84 0.82
912828V98	UNITED STATES TREASURY 2.25 02/15/2027	1,700,000.00	10/04/2022 3.94%	1,585,050.78 1,676,923.62	98.70 3.77%	1,677,934.00 4,754.83	1.50% 1,010.38	Aa1/AA+ AA+	0.88 0.85
91282CMV0	UNITED STATES TREASURY 3.875 03/31/2027	1,500,000.00	06/17/2025 3.97%	1,497,421.88 1,498,558.47	100.13 3.74%	1,501,980.00 158.81	1.35% 3,421.53	Aa1/AA+ AA+	1.00 0.97
91282CEN7	UNITED STATES TREASURY 2.75 04/30/2027	1,500,000.00	06/09/2022 3.07%	1,478,085.94 1,495,162.95	98.92 3.78%	1,483,753.50 17,320.44	1.33% (11,409.45)	Aa1/AA+ AA+	1.08 1.04
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	1,500,000.00	09/27/2022 4.20%	1,428,808.59 1,479,529.50	99.02 3.84%	1,485,292.50 4,076.09	1.33% 5,763.00	Aa1/AA+ AA+	1.42 1.36
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	1,150,000.00	12/28/2022 4.02%	1,060,560.55 1,120,237.04	97.51 3.85%	1,121,384.55 9,792.47	1.00% 1,147.51	Aa1/AA+ AA+	1.63 1.56
91282CMB4	UNITED STATES TREASURY 4.0 12/15/2027	1,500,000.00	03/26/2026 4.00%	1,499,882.81 1,499,883.00	100.27 3.83%	1,504,042.50 17,637.36	1.35% 4,159.50	Aa1/AA+ AA+	1.71 1.62
91282CGH8	UNITED STATES TREASURY 3.5 01/31/2028	2,000,000.00	02/23/2023 4.15%	1,942,421.88 1,978,544.30	99.43 3.82%	1,988,594.00 11,602.21	1.78% 10,049.70	Aa1/AA+ AA+	1.84 1.75
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	2,000,000.00	05/31/2023 3.84%	1,981,171.88 1,992,212.73	99.64 3.82%	1,992,734.00 198.09	1.78% 521.27	Aa1/AA+ AA+	2.00 1.91
91282CMW8	UNITED STATES TREASURY 3.75 04/15/2028	750,000.00	05/01/2025 3.64%	752,314.45 751,598.02	99.86 3.82%	748,974.75 12,980.77	0.67% (2,623.27)	Aa1/AA+ AA+	2.04 1.91

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	1,500,000.00	10/30/2024 4.11%	1,494,199.22 1,496,440.63	100.42 3.80%	1,506,270.00 15,082.87	1.35% 9,829.37	Aa1/AA+ AA+	2.25 2.11
91282CNM9	UNITED STATES TREASURY 3.875 07/15/2028	2,250,000.00	08/19/2025 3.71%	2,259,843.75 2,257,763.56	100.12 3.82%	2,252,637.00 18,304.56	2.02% (5,126.56)	Aa1/AA+ AA+	2.29 2.16
9128284V9	UNITED STATES TREASURY 2.875 08/15/2028	1,750,000.00	03/12/2024 4.20%	1,657,031.25 1,700,121.35	97.89 3.81%	1,713,085.50 6,254.32	1.53% 12,964.15	Aa1/AA+ AA+	2.38 2.26
91282CPP0	UNITED STATES TREASURY 3.5 12/15/2028	2,000,000.00	02/26/2026 3.45%	2,002,421.88 2,002,343.68	99.17 3.82%	1,983,438.00 20,576.92	1.78% (18,905.68)	Aa1/AA+ AA+	2.71 2.53
91282CES6	UNITED STATES TREASURY 2.75 05/31/2029	1,000,000.00	07/23/2024 4.18%	937,929.69 959,507.18	96.76 3.85%	967,578.00 9,217.03	0.87% 8,070.82	Aa1/AA+ AA+	3.17 2.97
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	2,000,000.00	09/03/2024 3.69%	2,027,343.75 2,018,580.31	100.45 3.86%	2,008,906.00 13,259.67	1.80% (9,674.31)	Aa1/AA+ AA+	3.33 3.08
91282CFJ5	UNITED STATES TREASURY 3.125 08/31/2029	2,000,000.00	09/17/2024 3.45%	1,971,093.75 1,980,047.01	97.64 3.87%	1,952,890.00 5,434.78	1.75% (27,157.01)	Aa1/AA+ AA+	3.42 3.19
91282CLR0	UNITED STATES TREASURY 4.125 10/31/2029	1,500,000.00	12/30/2024 4.38%	1,483,535.16 1,487,788.97	100.82 3.88%	1,512,304.50 25,980.66	1.35% 24,515.53	Aa1/AA+ AA+	3.59 3.25
91282CFY2	UNITED STATES TREASURY 3.875 11/30/2029	1,500,000.00	03/26/2026 4.03%	1,492,031.25 1,492,060.90	99.98 3.88%	1,499,649.00 19,481.46	1.34% 7,588.10	Aa1/AA+ AA+	3.67 3.34
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	1,500,000.00	12/30/2024 4.38%	1,499,589.84 1,499,692.27	101.69 3.88%	1,525,371.00 16,496.89	1.37% 25,678.73	Aa1/AA+ AA+	3.75 3.40
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	1,250,000.00	02/07/2025 4.34%	1,245,263.67 1,246,346.04	101.27 3.89%	1,265,820.00 8,805.25	1.13% 19,473.96	Aa1/AA+ AA+	3.84 3.49
91282CGQ8	UNITED STATES TREASURY 4.0 02/28/2030	2,000,000.00	03/26/2025 4.09%	1,991,875.00 1,993,546.07	100.38 3.89%	2,007,578.00 6,956.52	1.80% 14,031.93	Aa1/AA+ AA+	3.91 3.58
91282CNK3	UNITED STATES TREASURY 3.875 06/30/2030	1,000,000.00	12/29/2025 3.64%	1,009,648.44 1,009,108.17	99.85 3.91%	998,477.00 9,741.02	0.89% (10,631.17)	Aa1/AA+ AA+	4.25 3.85
91282CNN7	UNITED STATES TREASURY 3.875 07/31/2030	1,500,000.00	09/11/2025 3.57%	1,520,625.00 1,518,299.92	99.83 3.92%	1,497,480.00 9,633.98	1.34% (20,819.92)	Aa1/AA+ AA+	4.33 3.93
91282CQD6	UNITED STATES TREASURY 3.5 02/28/2031	2,250,000.00	02/26/2026 3.59%	2,241,210.94 2,241,355.50	98.06 3.94%	2,206,406.25 6,847.83	1.98% (34,949.25)	Aa1/AA+ AA+	4.91 4.45
Total US Treasury		**50,500,000.00**	**3.72%**	**49,165,709.02** **50,211,091.13**	**99.38** **3.82%**	**50,180,035.25** **316,648.66**	**44.94%** **(31,055.88)**		**2.21** **2.05**
Total Portfolio		**112,147,024.12**	**4.09%**	**110,056,518.78** **111,388,274.60**	**99.50** **3.96%**	**111,662,847.04** **865,238.80**	**100.00%** **274,572.44**		**2.33** **2.11**

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
Total Market Value + Accrued						**112,528,085.83**			

TRANSACTION LEDGER

City of Buena Park Core | Account #405 | As of March 31, 2026

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	03/03/2026	60934N104	4,473.65	FEDERATED HRMS GV O INST	1.000	3.55%	(4,473.65)	0.00	(4,473.65)	0.00
Purchase	03/09/2026	60934N104	74,187.50	FEDERATED HRMS GV O INST	1.000	3.52%	(74,187.50)	0.00	(74,187.50)	0.00
Purchase	03/13/2026	60934N104	1,020,625.00	FEDERATED HRMS GV O INST	1.000	3.53%	(1,020,625.00)	0.00	(1,020,625.00)	0.00
Purchase	03/16/2026	60934N104	35,375.00	FEDERATED HRMS GV O INST	1.000	3.53%	(35,375.00)	0.00	(35,375.00)	0.00
Purchase	03/18/2026	60934N104	56,215.00	FEDERATED HRMS GV O INST	1.000	3.52%	(56,215.00)	0.00	(56,215.00)	0.00
Purchase	03/25/2026	60934N104	39,123.49	FEDERATED HRMS GV O INST	1.000	3.51%	(39,123.49)	0.00	(39,123.49)	0.00
Purchase	03/27/2026	91282CFY2	1,500,000.00	UNITED STATES TREASURY 3.875 11/30/2029	99.469	4.03%	(1,492,031.25)	(18,683.04)	(1,510,714.29)	0.00
Purchase	03/31/2026	91282CMB4	1,500,000.00	UNITED STATES TREASURY 4.0 12/15/2027	99.992	4.00%	(1,499,882.81)	(17,472.53)	(1,517,355.34)	0.00
Purchase	03/31/2026	60934N104	57,957.16	FEDERATED HRMS GV O INST	1.000	3.54%	(57,957.16)	0.00	(57,957.16)	0.00
Total Purchase			**4,287,956.80**				**(4,279,870.86)**	**(36,155.57)**	**(4,316,026.43)**	**0.00**
TOTAL ACQUISITIONS			**4,287,956.80**				**(4,279,870.86)**	**(36,155.57)**	**(4,316,026.43)**	**0.00**
DISPOSITIONS										
Maturity	03/13/2026	3130AUU36	(1,000,000.00)	FEDERAL HOME LOAN BANKS 4.125 03/13/2026	100.000	4.23%	1,000,000.00	0.00	1,000,000.00	0.00
Maturity	03/31/2026	91282CBT7	(1,500,000.00)	UNITED STATES TREASURY 0.75 03/31/2026	100.000	0.93%	1,500,000.00	0.00	1,500,000.00	0.00
Total Maturity			**(2,500,000.00)**				**2,500,000.00**	**0.00**	**2,500,000.00**	**0.00**

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Sale	03/02/2026	60934N104	(2,146,951.43)	FEDERATED HRMS GV O INST	1.000	3.54%	2,146,951.43	0.00	2,146,951.43	0.00
Sale	03/11/2026	60934N104	(8,305.58)	FEDERATED HRMS GV O INST	1.000	3.52%	8,305.58	0.00	8,305.58	0.00
Sale	03/27/2026	60934N104	(1,510,714.29)	FEDERATED HRMS GV O INST	1.000	3.53%	1,510,714.29	0.00	1,510,714.29	0.00
Total Sale			**(3,665,971.30)**				**3,665,971.30**	**0.00**	**3,665,971.30**	**0.00**
TOTAL DISPOSITIONS			**(6,165,971.30)**				**6,165,971.30**	**0.00**	**6,165,971.30**	**0.00**
OTHER TRANSACTIONS										
Coupon	03/01/2026	3137H9D71	0.00	FHMS K-750 A2 3.0 09/25/2029		4.49%	2,500.00	0.00	2,500.00	0.00
Coupon	03/01/2026	3137FBBX3	0.00	FHMS K-068 A2 3.244 08/25/2027		4.42%	2,703.33	0.00	2,703.33	0.00
Coupon	03/01/2026	3137HA4B9	0.00	FHMS K-751 A2 4.412 03/25/2030		4.40%	5,515.00	0.00	5,515.00	0.00
Coupon	03/01/2026	3137FRUT6	0.00	FHMS K-106 A2 2.069 01/25/2030		4.35%	2,155.21	0.00	2,155.21	0.00
Coupon	03/01/2026	3137FJZ93	0.00	FHMS K-084 A2 3.78 10/25/2028		4.34%	3,150.00	0.00	3,150.00	0.00
Coupon	03/01/2026	3137FJKE8	0.00	FHMS K-082 A2 3.92 09/25/2028		4.27%	4,083.33	0.00	4,083.33	0.00
Coupon	03/01/2026	3137FKZZ2	0.00	FHMS K-088 A2 3.69 01/25/2029		4.21%	3,075.00	0.00	3,075.00	0.00
Coupon	03/01/2026	3137FXZ35	0.00	FHMS K-127 A2 2.108 01/25/2031		4.08%	2,635.00	0.00	2,635.00	0.00
Coupon	03/01/2026	3137FHPJ6	0.00	FHMS K-080 A2 3.926 07/25/2028		3.86%	3,926.00	0.00	3,926.00	0.00
Coupon	03/01/2026	3137FLN91	0.00	FHMS K-091 A2 3.505 03/25/2029		3.75%	2,920.83	0.00	2,920.83	0.00

TRANSACTION LEDGER

City of Buena Park Core | Account #405 | As of March 31, 2026

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	03/01/2026	3137FL6P4	0.00	FHMS K-089 A2 3.563 01/25/2029		3.74%	3,711.46	0.00	3,711.46	0.00
Coupon	03/01/2026	3137FLYV0	0.00	FHMS K-092 A2 3.298 04/25/2029		3.74%	2,748.33	0.00	2,748.33	0.00
Coupon	03/08/2026	3130AWTR1	0.00	FEDERAL HOME LOAN BANKS 4.375 09/08/2028		4.50%	35,000.00	0.00	35,000.00	0.00
Coupon	03/09/2026	57636QAW4	0.00	MASTERCARD INC 4.875 03/09/2028		4.53%	24,375.00	0.00	24,375.00	0.00
Coupon	03/09/2026	931142EX7	0.00	WALMART INC 3.95 09/09/2027		3.92%	14,812.50	0.00	14,812.50	0.00
Coupon	03/13/2026	3130AUU36	0.00	FEDERAL HOME LOAN BANKS 4.125 03/13/2026		4.23%	20,625.00	0.00	20,625.00	0.00
Coupon	03/14/2026	09290DAA9	0.00	BLACKROCK INC 4.7 03/14/2029		4.65%	17,625.00	0.00	17,625.00	0.00
Coupon	03/15/2026	09247XAN1	0.00	BLACKROCK FINANCE INC 3.2 03/15/2027		3.36%	12,000.00	0.00	12,000.00	0.00
Coupon	03/15/2026	084664CZ2	0.00	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027		2.73%	5,750.00	0.00	5,750.00	0.00
Coupon	03/18/2026	857477CL5	0.00	STATE STREET CORP 4.993 03/18/2027		5.00%	24,965.00	0.00	24,965.00	0.00
Coupon	03/18/2026	4581X0DC9	0.00	INTER-AMERICAN DEVELOPMENT BANK 3.125 09/18/2028		3.96%	31,250.00	0.00	31,250.00	0.00
Coupon	03/31/2026	91282CMV0	0.00	UNITED STATES TREASURY 3.875 03/31/2027		3.97%	29,062.50	0.00	29,062.50	0.00
Coupon	03/31/2026	91282CGT2	0.00	UNITED STATES TREASURY 3.625 03/31/2028		3.84%	36,250.00	0.00	36,250.00	0.00

TRANSACTION LEDGER

City of Buena Park Core | Account #405 | As of March 31, 2026

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	03/31/2026	91282CCZ2	0.00	UNITED STATES TREASURY 0.875 09/30/2026		2.73%	4,375.00	0.00	4,375.00	0.00
Coupon	03/31/2026	91282CBT7	0.00	UNITED STATES TREASURY 0.75 03/31/2026		0.93%	5,625.00	0.00	5,625.00	0.00
Total Coupon			**0.00**				**300,838.49**	**0.00**	**300,838.49**	**0.00**
Dividend	03/31/2026	60934N104	0.00	FEDERATED HRMS GV O INST		3.54%	2,692.32	0.00	2,692.32	0.00
Total Dividend			**0.00**				**2,692.32**	**0.00**	**2,692.32**	**0.00**
Management Fee	03/11/2026	CCYUSD	(8,305.58)	Cash		0.00%	(8,305.58)	0.00	(8,305.58)	0.00
Total Management Fee			**(8,305.58)**				**(8,305.58)**	**0.00**	**(8,305.58)**	**0.00**
TOTAL OTHER TRANSACTIONS			**(8,305.58)**				**295,225.23**	**0.00**	**295,225.23**	**0.00**

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENTS						
60934N104	FEDERATED HRMS GV O INST	109,331.80	2,487,346.30 1,287,956.80 (3,665,971.30) 109,331.80	0.00 4,473.65 0.00 4,473.65	0.00 0.00 0.00 4,473.65	4,473.65
CCYUSD	Payable	0.00	(2,241,638.93) 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
CCYUSD	Receivable	2,692.32	99,161.15 0.00 0.00 2,692.32	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Cash & Equivalents		**112,024.12**	**344,868.52** **1,287,956.80** **(3,665,971.30)** **112,024.12**	**0.00** **4,473.65** **0.00** **4,473.65**	**0.00** **0.00** **0.00** **4,473.65**	**4,473.65**
FIXED INCOME						
00440EAV9	CHUBB INA HOLDINGS LLC 3.35 05/03/2026	03/16/2023 03/20/2023 1,000,000.00	997,948.08 0.00 0.00 998,957.75	10,980.56 0.00 13,772.22 2,791.67	1,009.68 0.00 1,009.68 3,801.34	3,801.34
02079KAW7	ALPHABET INC 4.1 11/15/2030	11/17/2025 11/18/2025 1,250,000.00	1,252,756.88 0.00 0.00 1,252,706.28	16,371.53 0.00 20,642.36 4,270.83	0.00 (50.60) (50.60) 4,220.23	4,220.23
023135CF1	AMAZON.COM INC 3.3 04/13/2027	06/09/2022 06/13/2022 500,000.00	498,520.57 0.00 0.00 498,632.97	6,325.00 0.00 7,700.00 1,375.00	112.41 0.00 112.41 1,487.41	1,487.41
025816EJ4	AMERICAN EXPRESS CO 4.351 07/20/2029	07/22/2025 07/25/2025 1,500,000.00	1,501,007.08 0.00 0.00 1,500,971.27	7,432.96 0.00 12,871.71 5,438.75	0.00 (35.80) (35.80) 5,402.95	5,402.95

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
037833DK3	APPLE INC 3.0 11/13/2027	01/27/2023 01/31/2023 1,000,000.00	982,906.57 0.00 0.00 983,758.49	9,000.00 0.00 11,500.00 2,500.00	851.92 0.00 851.92 3,351.92	3,351.92
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	08/24/2023 08/28/2023 1,000,000.00	1,000,189.73 0.00 0.00 1,000,147.41	1,995.50 0.00 6,600.50 4,605.00	0.00 (42.31) (42.31) 4,562.69	4,562.69
084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027	03/14/2022 03/16/2022 500,000.00	497,908.75 0.00 0.00 498,079.80	5,302.78 5,750.00 511.11 958.33	171.05 0.00 171.05 1,129.39	1,129.39
09247XAN1	BLACKROCK FINANCE INC 3.2 03/15/2027	06/03/2022 06/07/2022 750,000.00	748,816.98 0.00 0.00 748,913.75	11,066.67 12,000.00 1,066.67 2,000.00	96.76 0.00 96.76 2,096.76	2,096.76
09290DAA9	BLACKROCK INC 4.7 03/14/2029	07/22/2024 07/23/2024 750,000.00	751,035.93 0.00 0.00 751,006.22	16,352.08 17,625.00 1,664.58 2,937.50	0.00 (29.71) (29.71) 2,907.79	2,907.79
14913UAJ9	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029	05/16/2024 05/20/2024 1,250,000.00	1,251,199.70 0.00 0.00 1,251,165.70	673.61 0.00 5,725.69 5,052.08	0.00 (34.00) (34.00) 5,018.09	5,018.09
17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	02/28/2024 03/01/2024 1,250,000.00	1,251,200.08 0.00 0.00 1,251,165.05	842.01 0.00 5,894.10 5,052.08	0.00 (35.03) (35.03) 5,017.05	5,017.05
194162AT0	COLGATE-PALMOLIVE CO 4.2 05/01/2030	05/01/2025 05/02/2025 1,000,000.00	1,002,144.49 0.00 0.00 1,002,099.93	14,000.00 0.00 17,500.00 3,500.00	0.00 (44.56) (44.56) 3,455.44	3,455.44
24422EXB0	JOHN DEERE CAPITAL CORP 4.95 07/14/2028	07/11/2023 07/14/2023 535,000.00	534,622.15 0.00 0.00 534,635.68	3,457.44 0.00 5,664.31 2,206.88	13.53 0.00 13.53 2,220.40	2,220.40

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
24422EXT1	JOHN DEERE CAPITAL CORP 4.85 06/11/2029	06/11/2024 06/12/2024 750,000.00	746,509.39 0.00 0.00 746,599.71	8,083.33 0.00 11,114.58 3,031.25	90.32 0.00 90.32 3,121.57	3,121.57
30303MAB8	META PLATFORMS INC 4.2 11/15/2030	11/17/2025 11/18/2025 1,250,000.00	1,251,272.41 0.00 0.00 1,251,249.05	17,208.33 0.00 21,583.33 4,375.00	0.00 (23.35) (23.35) 4,351.65	4,351.65
3130AUU36	FEDERAL HOME LOAN BANKS 4.125 03/13/2026	03/16/2023 03/17/2023 0.00	999,967.80 0.00 (1,000,000.00) 0.00	19,250.00 20,625.00 0.00 1,375.00	32.20 0.00 32.20 1,407.20	1,407.20
3130AWLZ1	FEDERAL HOME LOAN BANKS 4.75 06/12/2026	08/24/2023 08/28/2023 1,000,000.00	999,816.04 0.00 0.00 999,871.40	10,423.61 0.00 14,381.94 3,958.33	55.37 0.00 55.37 4,013.70	4,013.70
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	09/11/2023 09/12/2023 1,600,000.00	1,595,617.29 0.00 0.00 1,595,764.65	33,638.89 35,000.00 4,472.22 5,833.33	147.36 0.00 147.36 5,980.69	5,980.69
3130B1BC0	FEDERAL HOME LOAN BANKS 4.625 06/08/2029	06/11/2024 06/12/2024 1,200,000.00	1,204,373.62 0.00 0.00 1,204,260.16	12,795.83 0.00 17,420.83 4,625.00	0.00 (113.46) (113.46) 4,511.54	4,511.54
3130B1EF0	FEDERAL HOME LOAN BANKS 4.625 06/11/2027	07/22/2024 07/23/2024 2,000,000.00	2,006,371.25 0.00 0.00 2,005,948.32	20,555.56 0.00 28,263.89 7,708.33	0.00 (422.93) (422.93) 7,285.40	7,285.40
3133EPC45	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 11/13/2028	11/14/2023 11/15/2023 2,500,000.00	2,493,557.70 0.00 0.00 2,493,759.84	34,687.50 0.00 44,322.92 9,635.42	202.14 0.00 202.14 9,837.55	9,837.55
3133EPHH1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.0 04/28/2026	05/09/2023 05/10/2023 2,000,000.00	2,000,292.14 0.00 0.00 2,000,136.00	27,333.33 0.00 34,000.00 6,666.67	0.00 (156.14) (156.14) 6,510.52	6,510.52

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3133EPW84	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 01/18/2029	01/29/2024 01/31/2024 2,000,000.00	1,990,924.21 0.00 0.00 1,991,191.15	9,256.94 0.00 15,715.28 6,458.33	266.93 0.00 266.93 6,725.27	6,725.27
3133EPZY4	FEDERAL FARM CREDIT BANKS FUNDING CORP 5.0 07/30/2026	10/31/2023 11/01/2023 1,000,000.00	999,789.02 0.00 0.00 999,832.34	4,305.56 0.00 8,472.22 4,166.67	43.31 0.00 43.31 4,209.98	4,209.98
3133ERAK7	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 04/10/2029	04/10/2024 04/15/2024 1,750,000.00	1,736,146.23 0.00 0.00 1,736,524.28	29,986.98 0.00 36,367.19 6,380.21	378.05 0.00 378.05 6,758.26	6,758.26
3137FBBX3	FHMS K-068 A2 3.244 08/25/2027	01/29/2024 01/31/2024 1,000,000.00	984,262.15 0.00 0.00 985,204.00	2,703.33 2,703.33 2,703.33 2,703.33	941.84 0.00 941.84 3,645.17	3,645.17
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	11/05/2025 11/10/2025 1,200,000.00	1,199,792.61 0.00 0.00 1,199,800.14	3,926.00 3,926.00 3,926.00 3,926.00	7.54 0.00 7.54 3,933.54	3,933.54
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	06/10/2025 06/13/2025 1,250,000.00	1,238,298.69 0.00 0.00 1,238,695.13	4,083.33 4,083.33 4,083.33 4,083.33	396.44 0.00 396.44 4,479.77	4,479.77
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	12/09/2024 12/12/2024 1,000,000.00	985,755.26 0.00 0.00 986,222.55	3,150.00 3,150.00 3,150.00 3,150.00	467.29 0.00 467.29 3,617.29	3,617.29
3137FKZZ2	FHMS K-088 A2 3.69 01/25/2029	04/17/2025 04/23/2025 1,000,000.00	985,406.38 0.00 0.00 985,842.64	3,075.00 3,075.00 3,075.00 3,075.00	436.26 0.00 436.26 3,511.26	3,511.26
3137FL6P4	FHMS K-089 A2 3.563 01/25/2029	12/29/2025 01/02/2026 1,250,000.00	1,242,092.65 0.00 0.00 1,242,329.03	3,711.46 3,711.46 3,711.46 3,711.46	236.38 0.00 236.38 3,947.84	3,947.84

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137FLN91	FHMS K-091 A2 3.505 03/25/2029	09/11/2025 09/16/2025 1,000,000.00	992,027.78 0.00 0.00 992,253.28	2,920.83 2,920.83 2,920.83 2,920.83	225.49 0.00 225.49 3,146.32	3,146.32
3137FLYV0	FHMS K-092 A2 3.298 04/25/2029	09/17/2024 09/20/2024 1,000,000.00	986,798.29 0.00 0.00 987,161.43	2,748.33 2,748.33 2,748.33 2,748.33	363.13 0.00 363.13 3,111.46	3,111.46
3137FRUT6	FHMS K-106 A2 2.069 01/25/2030	06/10/2025 06/13/2025 1,250,000.00	1,150,875.21 0.00 0.00 1,153,066.99	2,155.21 2,155.21 2,155.21 2,155.21	2,191.78 0.00 2,191.78 4,346.99	4,346.99
3137FXZ35	FHMS K-127 A2 2.108 01/25/2031	02/02/2026 02/05/2026 1,500,000.00	1,370,104.13 0.00 0.00 1,372,383.01	2,635.00 2,635.00 2,635.00 2,635.00	2,278.87 0.00 2,278.87 4,913.87	4,913.87
3137H9D71	FHMS K-750 A2 3.0 09/25/2029	10/30/2024 11/04/2024 1,000,000.00	955,760.50 0.00 0.00 956,831.92	2,500.00 2,500.00 2,500.00 2,500.00	1,071.43 0.00 1,071.43 3,571.43	3,571.43
3137HA4B9	FHMS K-751 A2 4.412 03/25/2030	03/26/2025 03/31/2025 1,500,000.00	1,498,951.38 0.00 0.00 1,498,973.63	5,515.00 5,515.00 5,515.00 5,515.00	22.25 0.00 22.25 5,537.25	5,537.25
437076DC3	HOME DEPOT INC 4.75 06/25/2029	06/24/2024 06/25/2024 1,250,000.00	1,247,958.98 0.00 0.00 1,248,011.19	10,885.42 0.00 15,833.33 4,947.92	52.20 0.00 52.20 5,000.12	5,000.12
4581X0DC9	INTER-AMERICAN DEVELOPMENT BANK 3.125 09/18/2028	12/28/2023 12/29/2023 2,000,000.00	1,961,650.23 0.00 0.00 1,962,925.81	28,298.61 31,250.00 2,256.94 5,208.33	1,275.58 0.00 1,275.58 6,483.92	6,483.92
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	07/24/2023 07/26/2023 1,500,000.00	1,478,133.13 0.00 0.00 1,478,917.70	7,145.83 0.00 11,520.83 4,375.00	784.58 0.00 784.58 5,159.58	5,159.58

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
46647PEB8	JPMORGAN CHASE & CO 5.012 01/23/2030	03/26/2025 03/27/2025 750,000.00	755,090.47 0.00 0.00 754,941.46	3,967.83 0.00 7,100.33 3,132.50	0.00 (149.01) (149.01) 2,983.49	2,983.49
532457CK2	ELI LILLY AND CO 4.5 02/09/2029	02/12/2024 02/14/2024 1,250,000.00	1,248,626.95 0.00 0.00 1,248,666.51	3,437.50 0.00 8,125.00 4,687.50	39.56 0.00 39.56 4,727.06	4,727.06
57636QAW4	MASTERCARD INC 4.875 03/09/2028	03/16/2023 03/20/2023 1,000,000.00	1,005,979.57 0.00 0.00 1,005,718.49	23,291.67 24,375.00 2,979.17 4,062.50	0.00 (261.08) (261.08) 3,801.42	3,801.42
58933YBH7	MERCK & CO INC 4.05 05/17/2028	05/09/2023 05/17/2023 1,000,000.00	999,663.89 0.00 0.00 999,676.78	11,700.00 0.00 15,075.00 3,375.00	12.90 0.00 12.90 3,387.90	3,387.90
61690U7W4	MORGAN STANLEY BANK NA 5.882 10/30/2026	10/31/2023 11/02/2023 1,000,000.00	999,813.25 0.00 0.00 999,837.07	19,770.06 0.00 24,671.72 4,901.67	23.82 0.00 23.82 4,925.49	4,925.49
63743HFX5	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030	02/07/2025 02/10/2025 1,000,000.00	1,001,100.00 0.00 0.00 1,001,075.78	3,300.00 0.00 7,425.00 4,125.00	0.00 (24.22) (24.22) 4,100.78	4,100.78
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	06/29/2022 07/01/2022 750,000.00	750,651.39 0.00 0.00 750,601.53	9,250.00 0.00 11,750.00 2,500.00	0.00 (49.86) (49.86) 2,450.14	2,450.14
69371RS31	PACCAR FINANCIAL CORP 4.6 01/10/2028	01/27/2023 01/31/2023 500,000.00	502,512.80 0.00 0.00 502,398.24	3,258.33 0.00 5,175.00 1,916.67	0.00 (114.55) (114.55) 1,802.11	1,802.11
713448FL7	PEPSICO INC 3.6 02/18/2028	03/16/2023 03/20/2023 1,000,000.00	987,925.92 0.00 0.00 988,446.50	1,300.00 0.00 4,300.00 3,000.00	520.58 0.00 520.58 3,520.58	3,520.58

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
756109CW2	REALTY INCOME CORP 3.95 02/01/2029	09/29/2025 10/06/2025 1,500,000.00	1,494,576.43 0.00 0.00 1,494,733.85	4,937.50 0.00 9,875.00 4,937.50	157.43 0.00 157.43 5,094.93	5,094.93
857477CL5	STATE STREET CORP 4.993 03/18/2027	03/19/2024 03/21/2024 1,000,000.00	999,951.02 0.00 0.00 999,955.00	22,607.19 24,965.00 1,803.03 4,160.83	3.97 0.00 3.97 4,164.81	4,164.81
90331HPS6	US BANK NA 4.73 05/15/2028	05/12/2025 05/15/2025 1,250,000.00	1,250,345.78 0.00 0.00 1,250,331.97	17,409.03 0.00 22,336.11 4,927.08	0.00 (13.81) (13.81) 4,913.27	4,913.27
9128282A7	UNITED STATES TREASURY 1.5 08/15/2026	10/04/2022 10/05/2022 1,600,000.00	1,583,092.73 0.00 0.00 1,586,231.21	928.18 0.00 2,983.43 2,055.25	3,138.48 0.00 3,138.48 5,193.72	5,193.72
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	12/28/2022 12/29/2022 1,150,000.00	1,118,681.13 0.00 0.00 1,120,237.04	7,576.66 0.00 9,792.47 2,215.81	1,555.91 0.00 1,555.91 3,771.72	3,771.72
9128284V9	UNITED STATES TREASURY 2.875 08/15/2028	03/12/2024 03/13/2024 1,750,000.00	1,698,337.91 0.00 0.00 1,700,121.35	1,945.79 0.00 6,254.32 4,308.53	1,783.44 0.00 1,783.44 6,091.96	6,091.96
9128286S4	UNITED STATES TREASURY 2.375 04/30/2026	08/29/2022 08/31/2022 1,300,000.00	1,298,025.68 0.00 0.00 1,299,045.75	10,320.10 0.00 12,964.09 2,643.99	1,020.07 0.00 1,020.07 3,664.06	3,664.06
912828V98	UNITED STATES TREASURY 2.25 02/15/2027	10/04/2022 10/05/2022 1,700,000.00	1,674,688.09 0.00 0.00 1,676,923.62	1,479.28 0.00 4,754.83 3,275.55	2,235.52 0.00 2,235.52 5,511.08	5,511.08
912828Z78	UNITED STATES TREASURY 1.5 01/31/2027	06/09/2022 06/10/2022 1,500,000.00	1,479,708.87 0.00 0.00 1,481,580.97	1,802.49 0.00 3,729.28 1,926.80	1,872.10 0.00 1,872.10 3,798.89	3,798.89

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	09/28/2021 09/30/2021 0.00	1,499,778.53 0.00 (1,500,000.00) 0.00	4,697.80 5,625.00 0.00 927.20	221.47 0.00 221.47 1,148.66	1,148.66
91282CCF6	UNITED STATES TREASURY 0.75 05/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,492,274.97 0.00 0.00 1,494,906.57	2,812.50 0.00 3,770.60 958.10	2,631.60 0.00 2,631.60 3,589.71	3,589.71
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,486,405.63 0.00 0.00 1,489,178.17	751.04 0.00 1,553.87 802.83	2,772.54 0.00 2,772.54 3,575.37	3,575.37
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	05/26/2022 05/31/2022 1,000,000.00	989,808.54 0.00 0.00 991,291.80	3,653.85 4,375.00 23.91 745.06	1,483.26 0.00 1,483.26 2,228.33	2,228.33
91282CDK4	UNITED STATES TREASURY 1.25 11/30/2026	05/26/2022 05/31/2022 1,000,000.00	989,583.33 0.00 0.00 990,761.86	3,125.00 0.00 4,189.56 1,064.56	1,178.53 0.00 1,178.53 2,243.09	2,243.09
91282CDQ1	UNITED STATES TREASURY 1.25 12/31/2026	06/03/2022 06/06/2022 1,500,000.00	1,480,083.74 0.00 0.00 1,482,108.02	3,107.73 0.00 4,713.40 1,605.66	2,024.28 0.00 2,024.28 3,629.94	3,629.94
91282CEN7	UNITED STATES TREASURY 2.75 04/30/2027	06/09/2022 06/10/2022 1,500,000.00	1,494,782.37 0.00 0.00 1,495,162.95	13,787.98 0.00 17,320.44 3,532.46	380.58 0.00 380.58 3,913.04	3,913.04
91282CES6	UNITED STATES TREASURY 2.75 05/31/2029	07/23/2024 07/24/2024 1,000,000.00	958,421.30 0.00 0.00 959,507.18	6,875.00 0.00 9,217.03 2,342.03	1,085.88 0.00 1,085.88 3,427.91	3,427.91
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	09/27/2022 09/28/2022 1,500,000.00	1,478,302.06 0.00 0.00 1,479,529.50	127.38 23,437.50 4,076.09 27,386.21	1,227.44 0.00 1,227.44 28,613.65	28,613.65

INCOME EARNED

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CFJ5	UNITED STATES TREASURY 3.125 08/31/2029	09/17/2024 09/18/2024 2,000,000.00	1,979,551.39 0.00 0.00 1,980,047.01	169.84 31,250.00 5,434.78 36,514.95	495.63 0.00 495.63 37,010.57	37,010.57
91282CFY2	UNITED STATES TREASURY 3.875 11/30/2029	03/26/2026 03/27/2026 1,500,000.00	0.00 1,492,031.25 0.00 1,492,060.90	0.00 (18,683.04) 19,481.46 798.42	29.65 0.00 29.65 828.06	828.06
91282CGH8	UNITED STATES TREASURY 3.5 01/31/2028	02/23/2023 02/28/2023 2,000,000.00	1,977,551.58 0.00 0.00 1,978,544.30	5,607.73 0.00 11,602.21 5,994.48	992.73 0.00 992.73 6,987.20	6,987.20
91282CGQ8	UNITED STATES TREASURY 4.0 02/28/2030	03/26/2025 03/27/2025 2,000,000.00	1,993,406.06 0.00 0.00 1,993,546.07	217.39 40,000.00 6,956.52 46,739.13	140.01 0.00 140.01 46,879.14	46,879.14
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	05/31/2023 06/01/2023 2,000,000.00	1,991,882.04 0.00 0.00 1,992,212.73	30,274.73 36,250.00 198.09 6,173.36	330.69 0.00 330.69 6,504.05	6,504.05
91282CHH7	UNITED STATES TREASURY 4.125 06/15/2026	04/17/2025 04/22/2025 1,000,000.00	1,000,474.34 0.00 0.00 1,000,335.62	8,612.64 0.00 12,125.69 3,513.05	0.00 (138.72) (138.72) 3,374.33	3,374.33
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	10/30/2024 10/31/2024 1,500,000.00	1,496,306.23 0.00 0.00 1,496,440.63	9,944.75 0.00 15,082.87 5,138.12	134.40 0.00 134.40 5,272.52	5,272.52
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	09/03/2024 09/04/2024 2,000,000.00	2,019,053.60 0.00 0.00 2,018,580.31	6,408.84 0.00 13,259.67 6,850.83	0.00 (473.29) (473.29) 6,377.54	6,377.54
91282CLR0	UNITED STATES TREASURY 4.125 10/31/2029	12/30/2024 12/31/2024 1,500,000.00	1,487,499.78 0.00 0.00 1,487,788.97	20,681.98 0.00 25,980.66 5,298.69	289.18 0.00 289.18 5,587.87	5,587.87

INCOME EARNED

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CMB4	UNITED STATES TREASURY 4.0 12/15/2027	03/26/2026 03/31/2026 1,500,000.00	0.00 1,499,882.81 0.00 1,499,883.00	0.00 (17,472.53) 17,637.36 164.83	0.19 0.00 0.19 165.02	165.02
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	12/30/2024 12/31/2024 1,500,000.00	1,499,685.30 0.00 0.00 1,499,692.27	10,877.07 0.00 16,496.89 5,619.82	6.96 0.00 6.96 5,626.78	5,626.78
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	02/07/2025 02/10/2025 1,250,000.00	1,246,265.18 0.00 0.00 1,246,346.04	4,255.87 0.00 8,805.25 4,549.38	80.85 0.00 80.85 4,630.23	4,630.23
91282CMV0	UNITED STATES TREASURY 3.875 03/31/2027	06/17/2025 06/18/2025 1,500,000.00	1,498,435.70 0.00 0.00 1,498,558.47	24,271.98 29,062.50 158.81 4,949.33	122.77 0.00 122.77 5,072.10	5,072.10
91282CMW8	UNITED STATES TREASURY 3.75 04/15/2028	05/01/2025 05/02/2025 750,000.00	751,664.52 0.00 0.00 751,598.02	10,585.51 0.00 12,980.77 2,395.26	0.00 (66.49) (66.49) 2,328.77	2,328.77
91282CNK3	UNITED STATES TREASURY 3.875 06/30/2030	12/29/2025 12/30/2025 1,000,000.00	1,009,290.22 0.00 0.00 1,009,108.17	6,422.65 0.00 9,741.02 3,318.37	0.00 (182.05) (182.05) 3,136.32	3,136.32
91282CNM9	UNITED STATES TREASURY 3.875 07/15/2028	08/19/2025 08/20/2025 2,250,000.00	2,258,051.44 0.00 0.00 2,257,763.56	10,838.23 0.00 18,304.56 7,466.33	0.00 (287.88) (287.88) 7,178.45	7,178.45
91282CNN7	UNITED STATES TREASURY 3.875 07/31/2030	09/11/2025 09/12/2025 1,500,000.00	1,518,658.51 0.00 0.00 1,518,299.92	4,656.42 0.00 9,633.98 4,977.56	0.00 (358.60) (358.60) 4,618.96	4,618.96
91282CPP0	UNITED STATES TREASURY 3.5 12/15/2028	02/26/2026 02/27/2026 2,000,000.00	2,002,417.14 0.00 0.00 2,002,343.68	14,615.38 0.00 20,576.92 5,961.54	0.00 (73.46) (73.46) 5,888.08	5,888.08

INCOME EARNED

City of Buena Park Core | Account #405 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CQD6	UNITED STATES TREASURY 3.5 02/28/2031	02/26/2026 03/02/2026 2,250,000.00	2,241,210.94 0.00 0.00 2,241,355.50	427.99 0.00 6,847.83 6,419.84	144.56 0.00 144.56 6,564.39	6,564.39
91324PDE9	UNITEDHEALTH GROUP INC 2.95 10/15/2027	12/28/2022 12/30/2022 750,000.00	731,498.40 0.00 0.00 732,465.60	8,358.33 0.00 10,202.08 1,843.75	967.20 0.00 967.20 2,810.95	2,810.95
931142EX7	WALMART INC 3.95 09/09/2027	09/08/2022 09/12/2022 750,000.00	750,334.62 0.00 0.00 750,314.90	14,154.17 14,812.50 1,810.42 2,468.75	0.00 (19.72) (19.72) 2,449.03	2,449.03
Total Fixed Income		**112,035,000.00**	**110,744,210.83** **2,991,914.06** **(2,500,000.00)** **111,276,250.48**	**795,380.73** **359,370.42** **865,238.80** **429,228.48**	**43,326.23** **(3,200.64)** **40,125.59** **469,354.08**	**469,354.08**
TOTAL PORTFOLIO		**112,147,024.12**	**111,089,079.35** **4,279,870.86** **(6,165,971.30)** **111,388,274.60**	**795,380.73** **363,844.07** **865,238.80** **433,702.13**	**43,326.23** **(3,200.64)** **40,125.59** **473,827.73**	**473,827.73**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
APRIL 2026							
04/01/2026	Dividend	60934N104	0.00	FEDERATED HRMS GV O INST	2,692.32		2,692.32
04/10/2026	Coupon	3133ERAK7	1,750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 04/10/2029		38,281.25	38,281.25
04/13/2026	Coupon	023135CF1	500,000.00	AMAZON.COM INC 3.3 04/13/2027		8,250.00	8,250.00
04/15/2026	Coupon	91282CMW8	750,000.00	UNITED STATES TREASURY 3.75 04/15/2028		14,062.50	14,062.50
04/15/2026	Coupon	91324PDE9	750,000.00	UNITEDHEALTH GROUP INC 2.95 10/15/2027		11,062.50	11,062.50
04/27/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
04/27/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
04/27/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
04/27/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
04/27/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
04/27/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
04/27/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
04/27/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
04/27/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
04/27/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
04/27/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
04/27/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
04/28/2026	Coupon	3133EPHH1	2,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.0 04/28/2026		40,000.00	40,000.00
04/28/2026	Final Maturity	3133EPHH1	2,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.0 04/28/2026	2,000,000.00		2,000,000.00
04/30/2026	Coupon	61690U7W4	1,000,000.00	MORGAN STANLEY BANK NA 5.882 10/30/2026		29,410.00	29,410.00
04/30/2026	Coupon	9128286S4	1,300,000.00	UNITED STATES TREASURY 2.375 04/30/2026		15,437.50	15,437.50
04/30/2026	Final Maturity	9128286S4	1,300,000.00	UNITED STATES TREASURY 2.375 04/30/2026	1,300,000.00		1,300,000.00
04/30/2026	Coupon	91282CEN7	1,500,000.00	UNITED STATES TREASURY 2.75 04/30/2027		20,625.00	20,625.00
04/30/2026	Coupon	91282CLR0	1,500,000.00	UNITED STATES TREASURY 4.125 10/31/2029		30,937.50	30,937.50
April 2026 Total					**3,302,692.32**	**247,189.75**	**3,549,882.07**
MAY 2026							
05/01/2026	Coupon	194162AT0	1,000,000.00	COLGATE-PALMOLIVE CO 4.2 05/01/2030		21,000.00	21,000.00
05/04/2026	Coupon	00440EAV9	1,000,000.00	CHUBB INA HOLDINGS LLC 3.35 05/03/2026		16,750.00	16,750.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/04/2026	Final Maturity	00440EAV9	1,000,000.00	CHUBB INA HOLDINGS LLC 3.35 05/03/2026	1,000,000.00		1,000,000.00
05/11/2026	Coupon	665859AW4	750,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		15,000.00	15,000.00
05/13/2026	Coupon	037833DK3	1,000,000.00	APPLE INC 3.0 11/13/2027		15,000.00	15,000.00
05/13/2026	Coupon	3133EPC45	2,500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 11/13/2028		57,812.50	57,812.50
05/15/2026	Coupon	02079KAW7	1,250,000.00	ALPHABET INC 4.1 11/15/2030		26,906.25	26,906.25
05/15/2026	Coupon	30303MAB8	1,250,000.00	META PLATFORMS INC 4.2 11/15/2030		28,000.00	28,000.00
05/15/2026	Coupon	90331HPS6	1,250,000.00	US BANK NA 4.73 05/15/2028		29,562.50	29,562.50
05/15/2026	Coupon	9128283F5	1,150,000.00	UNITED STATES TREASURY 2.25 11/15/2027		12,937.50	12,937.50
05/18/2026	Coupon	58933YBH7	1,000,000.00	MERCK & CO INC 4.05 05/17/2028		20,250.00	20,250.00
05/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
05/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
05/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
05/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
05/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
05/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
05/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
05/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
05/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
05/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
05/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
05/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
May 2026 Total					**1,000,000.00**	**282,342.25**	**1,282,342.25**
JUNE 2026							
06/01/2026	Coupon	91282CCF6	1,500,000.00	UNITED STATES TREASURY 0.75 05/31/2026		5,625.00	5,625.00
06/01/2026	Final Maturity	91282CCF6	1,500,000.00	UNITED STATES TREASURY 0.75 05/31/2026	1,500,000.00		1,500,000.00
06/01/2026	Coupon	91282CDK4	1,000,000.00	UNITED STATES TREASURY 1.25 11/30/2026		6,250.00	6,250.00
06/01/2026	Coupon	91282CES6	1,000,000.00	UNITED STATES TREASURY 2.75 05/31/2029		13,750.00	13,750.00
06/01/2026	Coupon	91282CFY2	1,500,000.00	UNITED STATES TREASURY 3.875 11/30/2029		29,062.50	29,062.50
06/08/2026	Coupon	3130B1BC0	1,200,000.00	FEDERAL HOME LOAN BANKS 4.625 06/08/2029		27,750.00	27,750.00
06/11/2026	Coupon	24422EXT1	750,000.00	JOHN DEERE CAPITAL CORP 4.85 06/11/2029		18,187.50	18,187.50

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/11/2026	Coupon	3130B1EF0	2,000,000.00	FEDERAL HOME LOAN BANKS 4.625 06/11/2027		46,250.00	46,250.00
06/12/2026	Coupon	3130AWLZ1	1,000,000.00	FEDERAL HOME LOAN BANKS 4.75 06/12/2026		23,750.00	23,750.00
06/12/2026	Final Maturity	3130AWLZ1	1,000,000.00	FEDERAL HOME LOAN BANKS 4.75 06/12/2026	1,000,000.00		1,000,000.00
06/15/2026	Coupon	91282CHH7	1,000,000.00	UNITED STATES TREASURY 4.125 06/15/2026		20,625.00	20,625.00
06/15/2026	Final Maturity	91282CHH7	1,000,000.00	UNITED STATES TREASURY 4.125 06/15/2026	1,000,000.00		1,000,000.00
06/15/2026	Coupon	91282CMB4	1,500,000.00	UNITED STATES TREASURY 4.0 12/15/2027		30,000.00	30,000.00
06/15/2026	Coupon	91282CPP0	2,000,000.00	UNITED STATES TREASURY 3.5 12/15/2028		35,000.00	35,000.00
06/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
06/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
06/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
06/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
06/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
06/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
06/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
06/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
06/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
06/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
06/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
06/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
06/25/2026	Coupon	437076DC3	1,250,000.00	HOME DEPOT INC 4.75 06/25/2029		29,687.50	29,687.50
06/30/2026	Coupon	91282CDQ1	1,500,000.00	UNITED STATES TREASURY 1.25 12/31/2026		9,375.00	9,375.00
06/30/2026	Coupon	91282CHK0	1,500,000.00	UNITED STATES TREASURY 4.0 06/30/2028		30,000.00	30,000.00
06/30/2026	Coupon	91282CMD0	1,500,000.00	UNITED STATES TREASURY 4.375 12/31/2029		32,812.50	32,812.50
06/30/2026	Coupon	91282CNK3	1,000,000.00	UNITED STATES TREASURY 3.875 06/30/2030		19,375.00	19,375.00
June 2026 Total					**3,500,000.00**	**416,623.50**	**3,916,623.50**
JULY 2026							
07/10/2026	Coupon	69371RS31	500,000.00	PACCAR FINANCIAL CORP 4.6 01/10/2028		11,500.00	11,500.00
07/13/2026	Coupon	459058KT9	1,500,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		26,250.00	26,250.00
07/14/2026	Coupon	24422EXB0	535,000.00	JOHN DEERE CAPITAL CORP 4.95 07/14/2028		13,241.25	13,241.25
07/15/2026	Coupon	91282CNM9	2,250,000.00	UNITED STATES TREASURY 3.875 07/15/2028		43,593.75	43,593.75

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/20/2026	Coupon	025816EJ4	1,500,000.00	AMERICAN EXPRESS CO 4.351 07/20/2029		32,632.50	32,632.50
07/20/2026	Coupon	06428CAA2	1,000,000.00	BANK OF AMERICA NA 5.526 08/18/2026		23,025.00	23,025.00
07/20/2026	Effective Maturity	06428CAA2	1,000,000.00	BANK OF AMERICA NA 5.526 08/18/2026	1,000,000.00		1,000,000.00
07/20/2026	Coupon	3133EPW84	2,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 01/18/2029		38,750.00	38,750.00
07/23/2026	Coupon	46647PEB8	750,000.00	JPMORGAN CHASE & CO 5.012 01/23/2030		18,795.00	18,795.00
07/27/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
07/27/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
07/27/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
07/27/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
07/27/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
07/27/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
07/27/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
07/27/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
07/27/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
07/27/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
07/27/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
07/27/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
07/30/2026	Coupon	3133EPZY4	1,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 5.0 07/30/2026		25,000.00	25,000.00
07/30/2026	Final Maturity	3133EPZY4	1,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 5.0 07/30/2026	1,000,000.00		1,000,000.00
07/31/2026	Coupon	912828Z78	1,500,000.00	UNITED STATES TREASURY 1.5 01/31/2027		11,250.00	11,250.00
07/31/2026	Coupon	91282CCP4	1,500,000.00	UNITED STATES TREASURY 0.625 07/31/2026		4,687.50	4,687.50
07/31/2026	Final Maturity	91282CCP4	1,500,000.00	UNITED STATES TREASURY 0.625 07/31/2026	1,500,000.00		1,500,000.00
07/31/2026	Coupon	91282CGH8	2,000,000.00	UNITED STATES TREASURY 3.5 01/31/2028		35,000.00	35,000.00
07/31/2026	Coupon	91282CLC3	2,000,000.00	UNITED STATES TREASURY 4.0 07/31/2029		40,000.00	40,000.00
07/31/2026	Coupon	91282CMG3	1,250,000.00	UNITED STATES TREASURY 4.25 01/31/2030		26,562.50	26,562.50
07/31/2026	Coupon	91282CNN7	1,500,000.00	UNITED STATES TREASURY 3.875 07/31/2030		29,062.50	29,062.50
July 2026 Total					**3,500,000.00**	**418,473.50**	**3,918,473.50**
AUGUST 2026							
08/03/2026	Coupon	756109CW2	1,500,000.00	REALTY INCOME CORP 3.95 02/01/2029		29,625.00	29,625.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/07/2026	Coupon	63743HFX5	1,000,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030		24,750.00	24,750.00
08/10/2026	Coupon	532457CK2	1,250,000.00	ELI LILLY AND CO 4.5 02/09/2029		28,125.00	28,125.00
08/17/2026	Coupon	9128282A7	1,600,000.00	UNITED STATES TREASURY 1.5 08/15/2026		12,000.00	12,000.00
08/17/2026	Final Maturity	9128282A7	1,600,000.00	UNITED STATES TREASURY 1.5 08/15/2026	1,600,000.00		1,600,000.00
08/17/2026	Coupon	9128284V9	1,750,000.00	UNITED STATES TREASURY 2.875 08/15/2028		25,156.25	25,156.25
08/17/2026	Coupon	912828V98	1,700,000.00	UNITED STATES TREASURY 2.25 02/15/2027		19,125.00	19,125.00
08/18/2026	Coupon	713448FL7	1,000,000.00	PEPSICO INC 3.6 02/18/2028		18,000.00	18,000.00
08/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
08/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
08/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
08/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
08/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
08/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
08/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
08/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
08/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
08/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
08/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
08/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
08/26/2026	Coupon	17275RBR2	1,250,000.00	CISCO SYSTEMS INC 4.85 02/26/2029		30,312.50	30,312.50
08/27/2026	Coupon	14913UAJ9	1,250,000.00	CATERPILLAR FINANCIAL SERVICES CORP 4.85 02/27/2029		30,312.50	30,312.50
08/31/2026	Coupon	91282CFH9	1,500,000.00	UNITED STATES TREASURY 3.125 08/31/2027		23,437.50	23,437.50
08/31/2026	Coupon	91282CFJ5	2,000,000.00	UNITED STATES TREASURY 3.125 08/31/2029		31,250.00	31,250.00
08/31/2026	Coupon	91282CGQ8	2,000,000.00	UNITED STATES TREASURY 4.0 02/28/2030		40,000.00	40,000.00
08/31/2026	Coupon	91282CQD6	2,250,000.00	UNITED STATES TREASURY 3.5 02/28/2031		39,375.00	39,375.00
August 2026 Total					**1,600,000.00**	**390,592.25**	**1,990,592.25**
SEPTEMBER 2026							
09/08/2026	Coupon	3130AWTR1	1,600,000.00	FEDERAL HOME LOAN BANKS 4.375 09/08/2028		35,000.00	35,000.00
09/09/2026	Coupon	57636QAW4	1,000,000.00	MASTERCARD INC 4.875 03/09/2028		24,375.00	24,375.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/09/2026	Coupon	931142EX7	750,000.00	WALMART INC 3.95 09/09/2027		14,812.50	14,812.50
09/14/2026	Coupon	09290DAA9	750,000.00	BLACKROCK INC 4.7 03/14/2029		17,625.00	17,625.00
09/15/2026	Coupon	084664CZ2	500,000.00	BERKSHIRE HATHAWAY FINANCE CORP 2.3 03/15/2027		5,750.00	5,750.00
09/15/2026	Coupon	09247XAN1	750,000.00	BLACKROCK FINANCE INC 3.2 03/15/2027		12,000.00	12,000.00
09/18/2026	Coupon	4581X0DC9	2,000,000.00	INTER-AMERICAN DEVELOPMENT BANK 3.125 09/18/2028		31,250.00	31,250.00
09/18/2026	Coupon	857477CL5	1,000,000.00	STATE STREET CORP 4.993 03/18/2027		24,965.00	24,965.00
09/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
09/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
09/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
09/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
09/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
09/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
09/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
09/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
09/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
09/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
09/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
09/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
09/30/2026	Coupon	61690U7W4	1,000,000.00	MORGAN STANLEY BANK NA 5.882 10/30/2026		24,508.33	24,508.33
09/30/2026	Effective Maturity	61690U7W4	1,000,000.00	MORGAN STANLEY BANK NA 5.882 10/30/2026	1,000,000.00		1,000,000.00
09/30/2026	Coupon	91282CCZ2	1,000,000.00	UNITED STATES TREASURY 0.875 09/30/2026		4,375.00	4,375.00
09/30/2026	Final Maturity	91282CCZ2	1,000,000.00	UNITED STATES TREASURY 0.875 09/30/2026	1,000,000.00		1,000,000.00
09/30/2026	Coupon	91282CGT2	2,000,000.00	UNITED STATES TREASURY 3.625 03/31/2028		36,250.00	36,250.00
09/30/2026	Coupon	91282CMV0	1,500,000.00	UNITED STATES TREASURY 3.875 03/31/2027		29,062.50	29,062.50
September 2026 Total					**2,000,000.00**	**299,096.83**	**2,299,096.83**
OCTOBER 2026							
10/13/2026	Coupon	023135CF1	500,000.00	AMAZON.COM INC 3.3 04/13/2027		8,250.00	8,250.00
10/13/2026	Coupon	3133ERAK7	1,750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 04/10/2029		38,281.25	38,281.25

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2026	Coupon	91282CMW8	750,000.00	UNITED STATES TREASURY 3.75 04/15/2028		14,062.50	14,062.50
10/15/2026	Coupon	91324PDE9	750,000.00	UNITEDHEALTH GROUP INC 2.95 10/15/2027		11,062.50	11,062.50
10/26/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
10/26/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
10/26/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
10/26/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
10/26/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
10/26/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
10/26/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
10/26/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
10/26/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
10/26/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
10/26/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
10/26/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
October 2026 Total						**110,779.75**	**110,779.75**
NOVEMBER 2026							
11/02/2026	Coupon	194162AT0	1,000,000.00	COLGATE-PALMOLIVE CO 4.2 05/01/2030		21,000.00	21,000.00
11/02/2026	Coupon	91282CEN7	1,500,000.00	UNITED STATES TREASURY 2.75 04/30/2027		20,625.00	20,625.00
11/02/2026	Coupon	91282CLR0	1,500,000.00	UNITED STATES TREASURY 4.125 10/31/2029		30,937.50	30,937.50
11/10/2026	Coupon	665859AW4	750,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		15,000.00	15,000.00
11/13/2026	Coupon	037833DK3	1,000,000.00	APPLE INC 3.0 11/13/2027		15,000.00	15,000.00
11/13/2026	Coupon	3133EPC45	2,500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 11/13/2028		57,812.50	57,812.50
11/16/2026	Coupon	02079KAW7	1,250,000.00	ALPHABET INC 4.1 11/15/2030		25,625.00	25,625.00
11/16/2026	Coupon	30303MAB8	1,250,000.00	META PLATFORMS INC 4.2 11/15/2030		26,250.00	26,250.00
11/16/2026	Coupon	90331HPS6	1,250,000.00	US BANK NA 4.73 05/15/2028		29,562.50	29,562.50
11/16/2026	Coupon	9128283F5	1,150,000.00	UNITED STATES TREASURY 2.25 11/15/2027		12,937.50	12,937.50
11/17/2026	Coupon	58933YBH7	1,000,000.00	MERCK & CO INC 4.05 05/17/2028		20,250.00	20,250.00
11/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
11/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
11/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
11/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
11/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
11/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
11/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
11/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
11/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
11/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
11/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
11/30/2026	Coupon	91282CDK4	1,000,000.00	UNITED STATES TREASURY 1.25 11/30/2026		6,250.00	6,250.00
11/30/2026	Final Maturity	91282CDK4	1,000,000.00	UNITED STATES TREASURY 1.25 11/30/2026	1,000,000.00		1,000,000.00
11/30/2026	Coupon	91282CES6	1,000,000.00	UNITED STATES TREASURY 2.75 05/31/2029		13,750.00	13,750.00
11/30/2026	Coupon	91282CFY2	1,500,000.00	UNITED STATES TREASURY 3.875 11/30/2029		29,062.50	29,062.50
November 2026 Total					**1,000,000.00**	**363,186.00**	**1,363,186.00**
DECEMBER 2026							
12/08/2026	Coupon	3130B1BC0	1,200,000.00	FEDERAL HOME LOAN BANKS 4.625 06/08/2029		27,750.00	27,750.00
12/11/2026	Coupon	24422EXT1	750,000.00	JOHN DEERE CAPITAL CORP 4.85 06/11/2029		18,187.50	18,187.50
12/11/2026	Coupon	3130B1EF0	2,000,000.00	FEDERAL HOME LOAN BANKS 4.625 06/11/2027		46,250.00	46,250.00
12/15/2026	Coupon	91282CMB4	1,500,000.00	UNITED STATES TREASURY 4.0 12/15/2027		30,000.00	30,000.00
12/15/2026	Coupon	91282CPP0	2,000,000.00	UNITED STATES TREASURY 3.5 12/15/2028		35,000.00	35,000.00
12/25/2026	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,703.33	2,703.33
12/25/2026	Principal Paydown	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027	840.87		840.87
12/25/2026	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
12/25/2026	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
12/25/2026	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
12/25/2026	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
12/25/2026	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
12/25/2026	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
12/25/2026	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
12/25/2026	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/25/2026	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
12/25/2026	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00
12/25/2026	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
12/28/2026	Coupon	437076DC3	1,250,000.00	HOME DEPOT INC 4.75 06/25/2029		29,687.50	29,687.50
12/31/2026	Coupon	91282CDQ1	1,500,000.00	UNITED STATES TREASURY 1.25 12/31/2026		9,375.00	9,375.00
12/31/2026	Final Maturity	91282CDQ1	1,500,000.00	UNITED STATES TREASURY 1.25 12/31/2026	1,500,000.00		1,500,000.00
12/31/2026	Coupon	91282CHK0	1,500,000.00	UNITED STATES TREASURY 4.0 06/30/2028		30,000.00	30,000.00
12/31/2026	Coupon	91282CMD0	1,500,000.00	UNITED STATES TREASURY 4.375 12/31/2029		32,812.50	32,812.50
12/31/2026	Coupon	91282CNK3	1,000,000.00	UNITED STATES TREASURY 3.875 06/30/2030		19,375.00	19,375.00
December 2026 Total					**1,500,840.87**	**317,561.00**	**1,818,401.87**
JANUARY 2027							
01/11/2027	Coupon	69371RS31	500,000.00	PACCAR FINANCIAL CORP 4.6 01/10/2028		11,500.00	11,500.00
01/12/2027	Coupon	459058KT9	1,500,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		26,250.00	26,250.00
01/14/2027	Coupon	24422EXB0	535,000.00	JOHN DEERE CAPITAL CORP 4.95 07/14/2028		13,241.25	13,241.25
01/15/2027	Coupon	91282CNM9	2,250,000.00	UNITED STATES TREASURY 3.875 07/15/2028		43,593.75	43,593.75
01/19/2027	Coupon	3133EPW84	2,000,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 01/18/2029		38,750.00	38,750.00
01/20/2027	Coupon	025816EJ4	1,500,000.00	AMERICAN EXPRESS CO 4.351 07/20/2029		32,632.50	32,632.50
01/25/2027	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,701.06	2,701.06
01/25/2027	Principal Paydown	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027	2,093.05		2,093.05
01/25/2027	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
01/25/2027	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
01/25/2027	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
01/25/2027	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
01/25/2027	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
01/25/2027	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
01/25/2027	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
01/25/2027	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
01/25/2027	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
01/25/2027	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/25/2027	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
01/25/2027	Coupon	46647PEB8	750,000.00	JPMORGAN CHASE & CO 5.012 01/23/2030		18,795.00	18,795.00
January 2027 Total					**2,093.05**	**223,883.73**	**225,976.78**
FEBRUARY 2027							
02/01/2027	Coupon	756109CW2	1,500,000.00	REALTY INCOME CORP 3.95 02/01/2029		29,625.00	29,625.00
02/01/2027	Coupon	912828Z78	1,500,000.00	UNITED STATES TREASURY 1.5 01/31/2027		11,250.00	11,250.00
02/01/2027	Final Maturity	912828Z78	1,500,000.00	UNITED STATES TREASURY 1.5 01/31/2027	1,500,000.00		1,500,000.00
02/01/2027	Coupon	91282CGH8	2,000,000.00	UNITED STATES TREASURY 3.5 01/31/2028		35,000.00	35,000.00
02/01/2027	Coupon	91282CLC3	2,000,000.00	UNITED STATES TREASURY 4.0 07/31/2029		40,000.00	40,000.00
02/01/2027	Coupon	91282CMG3	1,250,000.00	UNITED STATES TREASURY 4.25 01/31/2030		26,562.50	26,562.50
02/01/2027	Coupon	91282CNN7	1,500,000.00	UNITED STATES TREASURY 3.875 07/31/2030		29,062.50	29,062.50
02/08/2027	Coupon	63743HFX5	1,000,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.95 02/07/2030		24,750.00	24,750.00
02/09/2027	Coupon	532457CK2	1,250,000.00	ELI LILLY AND CO 4.5 02/09/2029		28,125.00	28,125.00
02/16/2027	Coupon	9128284V9	1,750,000.00	UNITED STATES TREASURY 2.875 08/15/2028		25,156.25	25,156.25
02/16/2027	Coupon	912828V98	1,700,000.00	UNITED STATES TREASURY 2.25 02/15/2027		19,125.00	19,125.00
02/16/2027	Final Maturity	912828V98	1,700,000.00	UNITED STATES TREASURY 2.25 02/15/2027	1,700,000.00		1,700,000.00
02/18/2027	Coupon	713448FL7	1,000,000.00	PEPSICO INC 3.6 02/18/2028		18,000.00	18,000.00
02/18/2027	Coupon	857477CL5	1,000,000.00	STATE STREET CORP 4.993 03/18/2027		20,804.17	20,804.17
02/18/2027	Effective Maturity	857477CL5	1,000,000.00	STATE STREET CORP 4.993 03/18/2027	1,000,000.00		1,000,000.00
02/25/2027	Coupon	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027		2,695.40	2,695.40
02/25/2027	Principal Paydown	3137FBBX3	1,000,000.00	FHMS K-068 A2 3.244 08/25/2027	7,291.39		7,291.39
02/25/2027	Coupon	3137FHPJ6	1,200,000.00	FHMS K-080 A2 3.926 07/25/2028		3,926.00	3,926.00
02/25/2027	Coupon	3137FJKE8	1,250,000.00	FHMS K-082 A2 3.92 09/25/2028		4,083.33	4,083.33
02/25/2027	Coupon	3137FJZ93	1,000,000.00	FHMS K-084 A2 3.78 10/25/2028		3,150.00	3,150.00
02/25/2027	Coupon	3137FKZZ2	1,000,000.00	FHMS K-088 A2 3.69 01/25/2029		3,075.00	3,075.00
02/25/2027	Coupon	3137FL6P4	1,250,000.00	FHMS K-089 A2 3.563 01/25/2029		3,711.46	3,711.46
02/25/2027	Coupon	3137FLN91	1,000,000.00	FHMS K-091 A2 3.505 03/25/2029		2,920.83	2,920.83
02/25/2027	Coupon	3137FLYV0	1,000,000.00	FHMS K-092 A2 3.298 04/25/2029		2,748.33	2,748.33
02/25/2027	Coupon	3137FRUT6	1,250,000.00	FHMS K-106 A2 2.069 01/25/2030		2,155.21	2,155.21
02/25/2027	Coupon	3137FXZ35	1,500,000.00	FHMS K-127 A2 2.108 01/25/2031		2,635.00	2,635.00
02/25/2027	Coupon	3137H9D71	1,000,000.00	FHMS K-750 A2 3.0 09/25/2029		2,500.00	2,500.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/25/2027	Coupon	3137HA4B9	1,500,000.00	FHMS K-751 A2 4.412 03/25/2030		5,515.00	5,515.00
02/26/2027	Coupon	17275RBR2	1,250,000.00	CISCO SYSTEMS INC 4.85 02/26/2029		30,312.50	30,312.50
February 2027 Total					**4,207,291.39**	**376,888.49**	**4,584,179.88**
Grand Total			**340,470,000.00**		**21,612,917.64**	**3,446,617.04**	**25,059,534.68**

PORTFOLIO SUMMARY

City of Buena Park Liquid | Account #406 | As of March 31, 2026

Portfolio Characteristics

Average Modified Duration	0.00
Average Coupon	3.79%
Average Purchase YTM	3.82%
Average Market YTM	3.82%
Average Credit Quality*	AAA
Average Final Maturity	0.00
Average Life	0.00

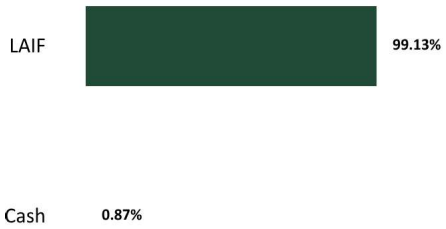
Account Summary

	End Values as of 02/28/2026	End Values as of 03/31/2026
Market Value	37,464,298.71	40,345,615.17
Accrued Interest	0.00	0.00
Total Market Value	**37,464,298.71**	**40,345,615.17**
Income Earned	0.00	0.00
Cont/WD	0.00	2,750,000.00
Par	37,464,298.71	40,345,615.17
Book Value	37,464,298.71	40,345,615.17
Cost Value	37,464,298.71	40,345,615.17

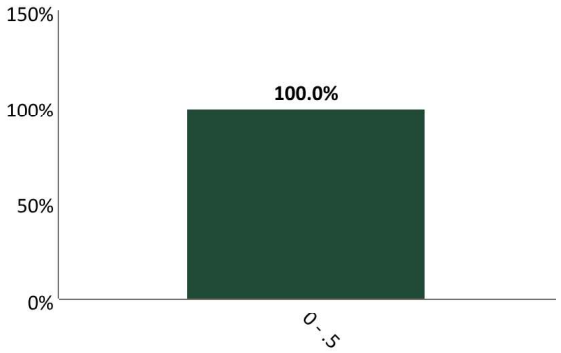
Top Issuers

LAIF	99.13%

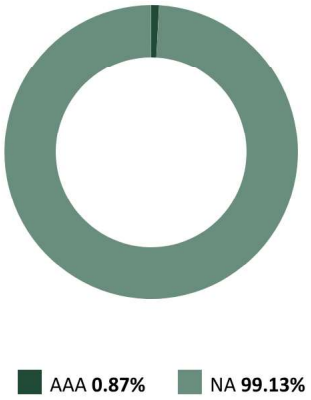
Sector Allocation



Maturity Distribution



Credit Quality*



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (01/01/06)
City of Buena Park Liquid	0.33%	0.98%	0.98%	4.34%	4.49%	4.27%	2.95%	2.30%	1.98%
Benchmark Return	0.29%	0.85%	0.85%	4.00%	4.48%	4.73%	3.34%	2.26%	1.73%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: ICE BofA 3-Month US Treasury Bill Index

RECONCILIATION SUMMARY

City of Buena Park Liquid | Account #406 | As of March 31, 2026

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**2,750,000.00**
Fiscal Year to Date	**21,640,864.26**

Sales

Month to Date	**0.00**
Fiscal Year to Date	**(17,500,000.00)**

Interest Received

Month to Date	**0.00**
Fiscal Year to Date	**890,864.26**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Book Value	37,464,298.71	36,168,804.65
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	2,750,000.00	21,640,864.26
Sales	0.00	(17,500,000.00)
Change in Cash, Payables, Receivables	131,316.46	35,946.26
Amortization/Accretion	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Book Value	40,345,615.17	40,345,615.17

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Market Value	37,464,298.71	36,168,804.65
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	2,750,000.00	21,640,864.26
Sales	0.00	(17,500,000.00)
Change in Cash, Payables, Receivables	131,316.46	35,946.26
Amortization/Accretion	0.00	0.00
Change in Net Unrealized Gain (Loss)	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Market Value	40,345,615.17	40,345,615.17

HOLDINGS REPORT

City of Buena Park Liquid | Account #406 | As of March 31, 2026

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Receivable	350,985.12	--	350,985.12	1.00	350,985.12	0.87%	Aaa/AAA	0.00
				350,985.12		0.00	0.00	AAA	0.00
				350,985.12	**1.00**	**350,985.12**	**0.87%**		**0.00**
Total Cash		**350,985.12**		**350,985.12**		**0.00**	**0.00**		**0.00**
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	39,994,630.05	--	39,994,630.05	1.00	39,994,630.05	99.13%	NA/NA	0.00
			3.82%	39,994,630.05	3.82%	0.00	0.00	NA	0.00
				39,994,630.05	**1.00**	**39,994,630.05**	**99.13%**		**0.00**
Total LAIF		**39,994,630.05**	**3.82%**	**39,994,630.05**	**3.82%**	**0.00**	**0.00**		**0.00**
				40,345,615.17	**1.00**	**40,345,615.17**	**100.00%**		**0.00**
Total Portfolio		**40,345,615.17**	**3.82%**	**40,345,615.17**	**3.82%**	**0.00**	**0.00**		**0.00**
Total Market Value + Accrued						**40,345,615.17**			

TRANSACTION LEDGER

City of Buena Park Liquid | Account #406 | As of March 31, 2026

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	03/03/2026	90LAIF$00	2,750,000.00	Local Agency Investment Fund State Pool	1.000	3.84%	(2,750,000.00)	0.00	(2,750,000.00)	0.00
Total Purchase			**2,750,000.00**				**(2,750,000.00)**	**0.00**	**(2,750,000.00)**	**0.00**
TOTAL ACQUISITIONS			**2,750,000.00**				**(2,750,000.00)**	**0.00**	**(2,750,000.00)**	**0.00**
OTHER TRANSACTIONS										
Cash Transfer	03/03/2026	CCYUSD	2,750,000.00	Cash		0.00%	2,750,000.00	0.00	2,750,000.00	0.00
Total Cash Transfer			**2,750,000.00**				**2,750,000.00**	**0.00**	**2,750,000.00**	**0.00**
TOTAL OTHER TRANSACTIONS			**2,750,000.00**				**2,750,000.00**	**0.00**	**2,750,000.00**	**0.00**

INCOME EARNED

City of Buena Park Liquid | Account #406 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENTS						
CCYUSD	Receivable	350,985.12	219,668.66 0.00 0.00 350,985.12	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			219,668.66 **0.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total Cash & Equivalents		**350,985.12**	**350,985.12**	**0.00**	**0.00**	**0.00**
LAIF						
90LAIF$00	Local Agency Investment Fund State Pool	39,994,630.05	37,244,630.05 2,750,000.00 0.00 39,994,630.05	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			37,244,630.05 **2,750,000.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
Total LAIF		**39,994,630.05**	**39,994,630.05**	**0.00**	**0.00**	**0.00**
			37,464,298.71 **2,750,000.00** **0.00**	**0.00** **0.00** **0.00**	**0.00** **0.00** **0.00**	
TOTAL PORTFOLIO		**40,345,615.17**	**40,345,615.17**	**0.00**	**0.00**	**0.00**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
APRIL 2026							
04/15/2026	Dividend	90LAIF$00	39,994,630.05	Local Agency Investment Fund State Pool	350,985.12		350,985.12
April 2026 Total					**350,985.12**		**350,985.12**
Grand Total			**39,994,630.05**		**350,985.12**		**350,985.12**

PORTFOLIO SUMMARY

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Portfolio Characteristics

Average Modified Duration	0.00
Average Coupon	3.51%
Average Purchase YTM	3.52%
Average Market YTM	3.52%
Average Credit Quality*	AAA
Average Final Maturity	0.00
Average Life	0.00

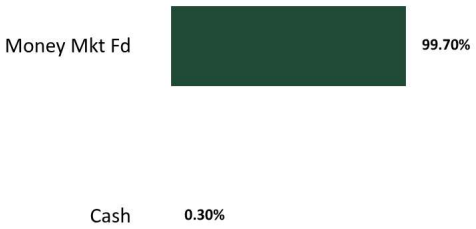
Account Summary

	End Values as of 02/28/2026	End Values as of 03/31/2026
Market Value	1,398,465.37	1,402,651.13
Accrued Interest	0.00	0.00
Total Market Value	**1,398,465.37**	**1,402,651.13**
Income Earned	4,206.88	3,778.47
Cont/WD	0.00	0.00
Par	1,398,465.37	1,402,651.13
Book Value	1,398,465.37	1,402,651.13
Cost Value	1,398,465.37	1,402,651.13

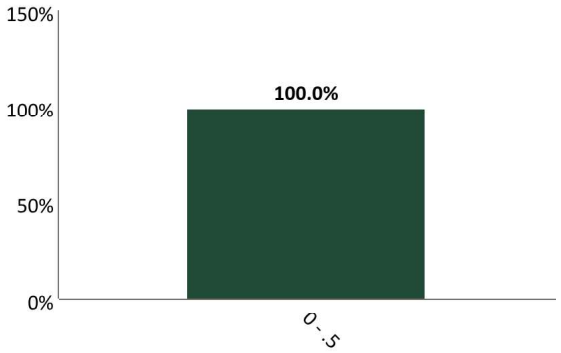
Top Issuers

Federated Hermes, Inc.	99.70%

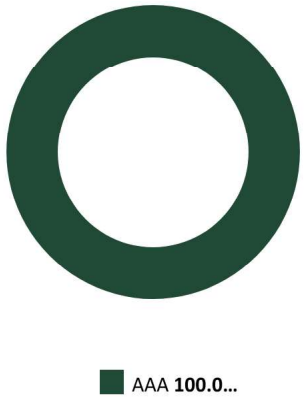
Sector Allocation



Maturity Distribution



Credit Quality*



Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (08/01/08)
Buena Park RDA Series B Bond	0.30%	0.88%	0.88%	4.00%	4.44%	4.69%	3.24%	2.13%	1.67%

*The average credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.
**Periods over 1 year are annualized.
Benchmark: NO BENCHMARK REQUIRED

STATEMENT OF COMPLIANCE

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Rules Name	Limit	Actual	Compliance Status	Notes
BANKERS' ACCEPTANCES				
Max % (MV)	100.0	0.0	Compliant	
Max Maturity (Days)	30.0	0.0	Compliant	
Min Rating (A-1 by 1)	0.0	0.0	Compliant	
COMMERCIAL PAPER				
Max % (MV)	100.0	0.0	Compliant	
Max Maturity (Days)	270.0	0.0	Compliant	
Min Rating (A-1+ by S&P & Moody's)	0.0	0.0	Compliant	
FEDERAL AGENCIES				
Max % (MV)	100.0	0.0	Compliant	
LOCAL AGENCY INVESTMENT FUND (LAIF)				
Max Concentration (MV)	75.0	0.0	Compliant	
MONEY MARKET MUTUAL FUNDS				
Max % (MV)	100.0	99.7	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
MUNICIPAL SECURITIES (CA, LOCAL AGENCY)				
Max % (MV)	100.0	0.0	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)				
Max % (MV)	100.0	0.0	Compliant	
Max Maturity (Days)	30.0	0.0	Compliant	
Min Rating (A-1 by 1)	0.0	0.0	Compliant	
U.S. TREASURIES				
Max % (MV)	100.0	0.0	Compliant	

RECONCILIATION SUMMARY

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Maturities / Calls

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Principal Paydowns

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Purchases

Month to Date	**3,778.47**
Fiscal Year to Date	**40,277.59**

Sales

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Interest Received

Month to Date	**3,778.47**
Fiscal Year to Date	**40,277.59**

Purchased / Sold Interest

Month to Date	**0.00**
Fiscal Year to Date	**0.00**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Book Value	1,398,465.37	1,362,839.12
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	3,778.47	40,277.59
Sales	0.00	0.00
Change in Cash, Payables, Receivables	407.29	(465.58)
Amortization/Accretion	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Book Value	1,402,651.13	1,402,651.13

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2025)
Beginning Market Value	1,398,465.37	1,362,839.12
Maturities/Calls	0.00	0.00
Principal Paydowns	0.00	0.00
Purchases	3,778.47	40,277.59
Sales	0.00	0.00
Change in Cash, Payables, Receivables	407.29	(465.58)
Amortization/Accretion	0.00	0.00
Change in Net Unrealized Gain (Loss)	0.00	0.00
Realized Gain (Loss)	0.00	0.00
Ending Market Value	1,402,651.13	1,402,651.13

HOLDINGS REPORT

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CASH									
CCYUSD	Receivable	4,185.76	--	4,185.76 4,185.76	1.00	4,185.76 0.00	0.30% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**4,185.76**		**4,185.76** **4,185.76**	**1.00**	**4,185.76** **0.00**	**0.30%** **0.00**		**0.00** **0.00**
MONEY MARKET FUND									
60934N104	FEDERATED HRMS GV O INST	1,398,465.37	-- 3.52%	1,398,465.37 1,398,465.37	1.00 3.52%	1,398,465.37 0.00	99.70% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		**1,398,465.37**	**3.52%**	**1,398,465.37** **1,398,465.37**	**1.00** **3.52%**	**1,398,465.37** **0.00**	**99.70%** **0.00**		**0.00** **0.00**
Total Portfolio		**1,402,651.13**	**3.52%**	**1,402,651.13** **1,402,651.13**	**1.00** **3.52%**	**1,402,651.13** **0.00**	**100.00%** **0.00**		**0.00** **0.00**
Total Market Value + Accrued						**1,402,651.13**			

TRANSACTION LEDGER

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	03/03/2026	60934N104	3,778.47	FEDERATED HRMS GV O INST	1.000	3.55%	(3,778.47)	0.00	(3,778.47)	0.00
Total Purchase			**3,778.47**				**(3,778.47)**	**0.00**	**(3,778.47)**	**0.00**
TOTAL ACQUISITIONS			**3,778.47**				**(3,778.47)**	**0.00**	**(3,778.47)**	**0.00**
OTHER TRANSACTIONS										
Dividend	03/31/2026	60934N104	0.00	FEDERATED HRMS GV O INST		3.54%	4,185.76	0.00	4,185.76	0.00
Total Dividend			**0.00**				**4,185.76**	**0.00**	**4,185.76**	**0.00**
TOTAL OTHER TRANSACTIONS			**0.00**				**4,185.76**	**0.00**	**4,185.76**	**0.00**

INCOME EARNED

City of Buena Park RDA Series B Bond | Account #10033 | As of March 31, 2026

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENTS						
60934N104	FEDERATED HRMS GV O INST	1,398,465.37	1,394,686.90 3,778.47 0.00 1,398,465.37	0.00 3,778.47 0.00 3,778.47	0.00 0.00 0.00 3,778.47	3,778.47
CCYUSD	Receivable	4,185.76	3,778.47 0.00 0.00 4,185.76	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			1,398,465.37 **3,778.47** **0.00**	**0.00** **3,778.47** **0.00**	**0.00** **0.00** **0.00**	
Total Cash & Equivalents		**1,402,651.13**	**1,402,651.13**	**3,778.47**	**3,778.47**	**3,778.47**
			1,398,465.37 **3,778.47** **0.00**	**0.00** **3,778.47** **0.00**	**0.00** **0.00** **0.00**	
TOTAL PORTFOLIO		**1,402,651.13**	**1,402,651.13**	**3,778.47**	**3,778.47**	**3,778.47**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
APRIL 2026							
04/01/2026	Dividend	60934N104	0.00	FEDERATED HRMS GV O INST	4,185.76		4,185.76
April 2026 Total					**4,185.76**		**4,185.76**
Grand Total			**0.00**		**4,185.76**		**4,185.76**

April 28, 2026
CONSENT CALENDAR
Item No. 4C.

City Council Agenda Report

PROCLAMATION RECOGNIZING APRIL 24, 2026, AS ARBOR DAY

PREPARED BY	PRESENTED BY
Angelica Lopez, Administrative Assistant	Adria M. Vicuna, Director of Government and Community Relations/City Clerk
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adria M. Vicuna, Director of Government and Community Relations/City Clerk	Aaron France, City Manager

RECOMMENDED ACTION

Approve proclamation.

Attachments

Arbor Day 2026.pdf

ARBOR DAY
APRIL 24, 2026

WHEREAS, *in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and,*

WHEREAS, *this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and,*

WHEREAS, *Arbor Day is now observed throughout the nation and the world; and,*

WHEREAS, *trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife; and,*

WHEREAS, *trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and,*

WHEREAS, *trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and,*

WHEREAS, *trees, wherever they are planted, are a source of joy and spiritual renewal.*

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK does hereby proclaim April 24, 2026, as "ARBOR DAY" in the City of Buena Park, urging all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands by planting trees to gladden the heart and promote the well-being of this and future generations.

PASSED AND ADOPTED this 28th day of April 2026.

Connor Traut
Mayor

Lamiya Hoque
Vice Mayor

Joyce Ahn
Council Member

Carlos Franco
Council Member

Susan Sonne
Council Member

April 28, 2026
CONSENT CALENDAR
Item No. 4D.

City Council Agenda Report

PROCLAMATION RECOGNIZING APRIL 2026 AS AMERICAN MUSLIM APPRECIATION AND AWARENESS MONTH

PREPARED BY	PRESENTED BY
Anna Almquist, Assistant City Clerk	Anna Almquist, Assistant City Clerk
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Adria M. Vicuna, Director of Government and Community Relations/City Clerk	Aaron France, City Manager

RECOMMENDED ACTION

Approve proclamation

Attachments

American Muslim Appreciation and Awareness Month (AMAAM).pdf

AMERICAN MUSLIM APPRECIATION AND AWARENESS MONTH
APRIL 2026

WHEREAS, *enriched by the unparalleled diversity of its residents, the City of Buena Park takes great pride in supporting individual religious freedoms and is strengthened by the many varied religious, political, and cultural traditions and contributions of its diverse populations, including those that practice Islam; and,*

WHEREAS, *the history of Islam in this country dates to before its founding, originating with enslaved Africans who brought their Muslim beliefs with them to the Americas and who later contributed in numerous ways to the founding of the nation, and there are today millions of American Muslims, both immigrant and native born, of diverse backgrounds and beliefs; and,*

WHEREAS, *approximately 1,000,000 American Muslims currently reside in California, the highest number of any state in the United States; and,*

WHEREAS, *American Muslims have made significant contributions to civic life, public service, business, education, healthcare, arts, and community leadership throughout California and across the nation; and,*

WHEREAS, *reports from civil rights organizations, including the Council on American-Islamic Relations, have documented a recent rise in anti-Muslim bias incidents nationwide, including harassment, discrimination, and bullying, impacting both adults and youth; and,*

WHEREAS, *it is especially important to recognize and support Muslim youth, who may experience bullying or exclusion based on their identity, and to ensure that young people feel seen, valued, and safe in their schools and communities; and,*

WHEREAS, *places of worship, including mosques, have at times been the target of threats and acts of hate, underscoring the need for continued vigilance, community solidarity, and a clear commitment to protecting religious freedom and public safety; and,*

WHEREAS, *the City of Buena Park stands firmly against anti-Muslim hate, Islamophobia, and all forms of discrimination, and reaffirms its commitment to fostering an inclusive, respectful, and safe community for all residents; and,*

WHEREAS, *in 2024, the Council on American-Islamic Relations received 8,658 complaints nationwide, the highest number in its 30-year history, reflecting a 7.4% increase from 2023; and,*

WHEREAS, *the City Council acknowledges the importance of local government in advocating for peace and justice, understanding that Muslims everywhere deserve to live in peace and safety; and,*

WHEREAS, *communities across the United States have observed periods of recognition honoring Muslim heritage and contributions, and designating April as American Muslim Appreciation and Awareness Month provides an opportunity to further that recognition locally; and,*

WHEREAS, *local governments play a critical role in promoting understanding, preventing hate, and building bridges across cultures and faiths through education, engagement, and public leadership; and,*

WHEREAS, *it is appropriate to acknowledge and promote awareness of the myriads of invaluable contributions of American Muslims in California and across the country and extend to them the respect and camaraderie every American deserves.*

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK does hereby recognize April 2026 as "AMERICAN MUSLIM APPRECIATION AND AWARENESS MONTH" and acknowledge the rich history, contributions, and guiding virtues of Muslims and commend all Muslim communities in California for the lasting positive impact they have made toward the advancement of our city and country.

PASSED AND ADOPTED this 28th day of April 2026.

Connor Traut
Mayor

Lamiya Hoque
Vice Mayor

Joyce Ahn
Council Member

Carlos Franco
Council Member

Susan Sonne
Council Member

April 28, 2026
CONSENT CALENDAR
Item No. 4E.

City Council Agenda Report

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH BKF ENGINEERS FOR THE DESIGN SERVICES OF THE KNOTT AVENUE STORM DRAIN UPSIZE PROJECT

PREPARED BY	PRESENTED BY
Jaden Miller, Principal Engineer	Jaden Miller, Principal Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

RECOMMENDED ACTION

1) Approve Amendment No. 1 to Professional Services Agreement No. 25-09 with BKF Engineers in the amount of $73,764; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the Amendment; and, 3) Authorize the City Manager and City Clerk to execute the Amendment.

PREVIOUS CITY COUNCIL ACTION

On May 13, 2025, the City Council approved Professional Services Agreement (PSA) No. 25-09 with BKF Engineers in the amount of $89,995 to provide design and construction support services.

DISCUSSION

During the final stages of the design phase, it was determined that the original scope of work to upsize the storm drain on Knott Avenue from Orangethorpe Avenue to Melrose Street and connect to the Fullerton Creek Channel was not feasible. Orange County Public Works (OCPW) indicated that the proposed connection could not be accommodated due to the size of the adjacent tributary area.

Initial coordination with OCPW was conducted during the early stages of the project. However, as the design progressed and the tributary area analysis was refined, it was determined that the proposed connection could not be accommodated. This revised alignment is also anticipated to significantly reduce construction costs compared to the original. In response, BKF Engineers and City staff evaluated alternative solutions, and determined that re-routing the storm drain along Orangethorpe Avenue, connecting to an existing storm drain system near Sandburg Avenue, is a viable option.

Staff determined it would be in the City's best interest to continue working with BKF Engineers under an amendment to the existing PSA to complete the revised design. To accommodate the revised alignment, staff coordinated with BKF Engineers to prepare a proposal for the additional design services required. BKF Engineers submitted a proposal in the amount of $73,764 in addition to the previously approved $89,995.

Staff recommends approval of Amendment No. 1 to PSA No. 25-09 with BKF Engineers in the amount of $73,764 to fund the additional design services. With the approval of this Amendment, the design phase will continue and is anticipated to be completed by December 2026.

The City Attorney has reviewed and approved the proposed amendment.

BUDGET IMPACT

This Amendment is in the amount of $73,764 and will be funded by the Water Fund (Account No. 52-9806-490025).

Attachments

Att. 1 of 2 - PSA Amend. No. 1.pdf
Att. 2 of 2 - PSA 25-09.pdf

AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT NO. 25-09
WITH BKF ENGINEERS

This Amendment to Professional Services Agreement ("Amendment") dated **April 28, 2026**, and is between the City of Buena Park, a California municipal corporation ("CITY") and **BKF Engineers** a California Corporation ("CONSULTANT"). CITY and CONSULTANT are at times referred to herein jointly as the "Parties" and individually as a "Party."

WHEREAS, the Parties previously entered into that certain Professional Services Agreement dated **May 14, 2025**, (the "Agreement"), pursuant to which CITY contracted with CONSULTANT to provide the "Services" defined in the Agreement in connection with the proposed construction of a storm drain along Knott Avenue from Orangethorpe Avenue to Melrose Street;

WHEREAS, during performance of the Services the Parties learned the proposed project was infeasible, and the Parties now desire to amend the Agreement to revise the Services to instead reroute the proposed storm drain alignment along Orangethorpe Avenue, from Knott Avenue to Sandburg Drive, subject to the terms and conditions set forth in this Amendment;

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. RECITALS. The foregoing recitals are true and correct and incorporated as a substantive part of this Amendment.

2. TERM. The term of this Amendment shall commence on **April 28, 2026**, and shall remain in full force and effect until CONSULTANT's full and complete performance of the Services to the City's reasonable satisfaction, unless extended by mutual written agreement of the Parties or earlier terminated pursuant to Section 16.2 of the Agreement.

3. COMPENSATION. Section 4 of the Agreement (COMPENSATION) is hereby deleted in its entirety and replaced with the following:

> COMPENSATION. The total compensation paid to CONSULTANT for complete performance of the Services, including any authorized reimbursable expenses, shall NOT EXCEED the total maximum sum of $73,764.00 ("*Compensation").* CONSULTANT shall be paid for performing the Services at the hourly rate, daily rate, flat fee, lump sum, or other basis specified in Exhibit "A" to this Agreement ("*Compensation Schedule").* The Compensation specified in this section shall be the sole and exclusive consideration paid to CONSULTANT for full and complete performance of the Services and may only be increased by formal amendment to this Agreement.

4. SERVICES AND SCHEDULE OF PERFORMANCE. Exhibit "A" to the Agreement is deleted and replaced with Exhibit "A" to this Amendment.

5. INCORPORATION. Except as expressly modified by this Amendment, all other terms and provisions of the Agreement shall govern this Amendment and remain in full force and effect, being deemed incorporated fully herein by this reference.

CITY OF BUENA PARK
a California Municipal Corporation

BY: _____
Aaron France, City Manager

ATTEST:

BY: _____
Adria M. Vicuña, MMC, City Clerk

APPROVED AS TO FORM:

BY: _____
Christopher Cardinale, City Attorney

CONSULTANT

BKF Engineers
Name of Business

_____
Signature

_____
Print Name

EXHIBIT A

1) SERVICES. CONSULTANT shall provide to CITY the following Additional Services:

All revised services as described in the CONSULTANT's Proposal titled "Proposal for Storm Drain Realignment to Orangethorpe Avenue", attached as "Exhibit A-1".

2) SCHEDULE OF PERFORMANCE. CONSULTANT shall perform all Additional Services in compliance with the following Schedule of Performance:

CONSULTANT shall provide the Services within the times and deadlines set forth per their new Project Schedule, attached as "Exhibit A-2".

3) COMPENSATION SCHEDULE. CONSULTANT shall be paid for performing the Additional Services at the follow rates:

Consultant shall be paid by labor hours and in a total not-to-exceed amount of $73,764.00 for full and complete performance of the Services, as described in the CONSULTANT's Proposal Fee, attached as "Exhibit A-1". No additional compensation will be authorized unless agreed to by both parties as detailed within this professional services agreement.

EXHIBIT A-1

[Consultant's Proposal dated April 2, 2026, behind this page]

BKF Proposal
April 2, 2026

Jaden Miller, P.E.
Associate Engineer
Public Works Department
6650 Beach Blvd.
Buena Park, CA 90621

Subject: Proposal for Storm Drain Realignment to Orangethorpe Avenue

Dear Jaden:

Thank you for your request for this proposal for the realignment of the proposed Knott Avenue Storm Drain Upsizing Project (Project). As you are aware, OC Public Works has indicated that the watershed to south of the intersection of Knott and Orangethorpe Avenues cannot be discharged to the Fullerton Creek Channel, OCFCD Facility No. A03. As such, runoff from this area will now be directed to the west along Orangethorpe Avenue in a proposed realigned storm drain. The realigned storm drain will proceed approximately 1,800 feet to the west within the Orangethorpe Avenue right-of-way and then join the existing storm drain that presently terminates in the vicinity of Sandburg Drive.

BKF has examined the configuration of the utilities within the intersection of Knott and Orangethorpe Avenues. Of particular concern are two parallel sewer lines that have steel pipe encasements. The encasements are presently limiting the storm drain size that can be reasonably aligned across the intersection. As such, the proposed realignment will consist of an 18-inch diameter storm drain that will collect flow from the three presently proposed Project catch basins at the intersection. The 18-inch storm drain in the vicinity of the two sewer lines will be of an HDPE or PVC material to minimize the wall thickness of the pipe as it passes between the two sewer lines.

Additionally, BKF understands that an ongoing pavement rehabilitation project for Knott Avenue will exclude the work in the intersection that is presently a part of that project. Therefore, BKF will peer review the plans for the intersection rehabilitation work and incorporate the plans into the Project's PS&E documents. This work assumes that the City will provide all CAD drawings and technical specifications that are relevant to all elements of the intersection work.

This proposal provides for the additional services required for the realignment of the Project. These services will include additional survey, utility locating, plan preparation, and permitting. All other services required for the realignment such as project management, hydraulic analyses, specifications and estimating, and construction support services, will be incorporated into our existing scope and fee without change.

Scope of Work

1. Additional Survey and Mapping

   BKF will survey the proposed 1,800-foot long storm drain alignment along Orangethorpe Avenue. Mapped survey data will then be compiled by BKF staff to create a project site topography map at a scale of 1" = 20' with 1-foot contours. Field crews will also be used to survey the location of key features and

BKF Engineers | 4675 MacArthur Court, Suite 400 | Newport Beach, CA | 92660 | 949.526.8460

depict these features on the final topography map. BKF's project manager will conduct a field review of the proposed alignment along Orangethorpe Avenue to confirm and clarify information included on the base map.

2. Utility Coordination

BKF will identify public and private utilities within the Project limits. BKF will then request utility maps and send out utility verification and information requests depicting the proposed storm drain improvements. A copy of all utility notifications and requests will be provided to the City. BKF will then prepare a utility base map depicting all existing utilities found within Project limits based on all collected information. Utilities that are identified as a part of this task will be depicted in plan, profile, and detail sheets prepared during the preparation of the plans.

3. 60%-Level Plan Preparation

BKF will prepare 60%-level plans for the proposed storm drain realignment along Orangethorpe Avenue. The plans will be prepared on standard City titleblock and will depict the extension in plan and profile views. The plans will depict the major components of the Project including identified utilities, proposed catch basins and laterals, the proposed storm drain alignment, and demolitions and removal items. Specifications and estimates will be prepared for the extension under our existing scope of work and fee. BKF will incorporate comments on the extension plans into the 90%-level PS&E documents. It is estimated that three additional sheets of plans will be required to depict the full length of the storm drain.

4. Additional Utility Potholing (14 Assumed)

BKF will retain a qualified contractor to pothole critical utilities identified along the proposed realigned storm drain. A review of as-built plans for the street and recent electrical utility installation plans suggest that 14 separate utility lines will require crossing along the storm drain alignment. These utilities include an oil line, gas lines, electric and telecommunication services, sewer lines, and watermains. Therefore, to determine their physical location potholing will be performed. A total of 14 additional potholes are assumed for this task. The exact number of potholes will be based on the final alignment of the storm drain that is determined through the design process. All potholing information will be included on the construction drawings to show potholing locations and all proposed improvements with the elevation of the proposed improvement relative to the found utilities noted. Prior to the beginning of potholing Underground Service Alert (USA) will be notified, traffic control plans will be prepared for approval by the City, and, if necessary, a no-cost encroachment permit will be obtained from the City. Potholes will be backfilled with tailings and patched with cold-mix AC when performed in the street right of way.

5. 90%-Level Plan Preparation

BKF will prepare additional 90%-level plans for the proposed storm drain realignment along Orangethorpe Avenue. The plans will be prepared on standard City titleblock and will depict the storm drain in plan and profile views. The 90%-level plans will depict all components of the Project including identified utilities, proposed catch basins and laterals, the proposed storm drain alignment, and demolitions and removal items. Specifications and estimates will be prepared for the extension under our existing scope of work and fee. BKF will incorporate comments on the 90%-level plans into the 100%-level PS&E documents.

6. 100%-Level (Final) Plan Preparation

BKF will participate in a document review session with the City to present the 90%-level plans. Comments issued by the City will be incorporated into the plans for the production of 100%-level plans and technical specifications. The engineer's estimate and specifications will undergo final revisions as needed to maintain consistency with the final PS&E documents as a part of our existing scope of work and fee.

7. Orange County Flood Control District Connection Permit

The proposed storm drain improvements will connect to the existing OCFCD Orangethorpe Storm Drain, Facility No. A01P03. Therefore, a connection permit will need to obtained for the connection. Upon completion of the PS&E documents, the plans will be submitted to OC Public Works (OCPW), who oversees and manages the OCFCD. This task includes providing written responses to comments and incorporating minor plan revisions in response to comments issued by OCPW to obtain the connection permit for the City. This task excludes the payment of OCPW/OCFCD fees.

8. Incorporate Grind and Overlay Plans into PS&E Documents

BKF will peer review the grind and overlay plans for the intersection rehabilitation work that were prepared by ERSC, Inc. In the event that the peer review results in no significant comments or changes, BKF will then incorporate the plans into the Project's PS&E documents. This task assumes that the City will provide all CAD drawings and technical specifications that are relevant to all elements of the intersection work as depicted on the provided portions of the ERSC Inc. plans.

Fee Table

A work Fee Table, including staff classifications and their hourly rates, is attached to this proposal. The fee table provides the total fee for each task as well as the total fee for the Project.

Please contact me at (949) 526-8457 if you have any questions or need any clarifications.

Sincerely,
BKF Engineers

Roger Chung, PE
Senior Project Manager

Attachments: Fee Table

FEE TABLE

City of Buena Park
Orangethorpe Avenue Realignment of the Knott Avenue Storm Drain Upsizing Project

ESTIMATED FEES & EXPENSES

Task Description	BKF ENGINEERS									
	SPM	SPE	DE	SC	CM	Total Fees		Expenses	Task Total	
	hrs	hrs	hrs	hrs	hrs	hrs	Fees		hrs	Fess
1. Additional Survey and Mapping		16		16	16	48	$9,856		48	$9,856
2. Utility Coordination	4	16				20	$4,840		20	$4,840
3. 60%-Level Plan Preparation	2	40	16			58	$12,740		58	$12,740
4. Utility Potholing (14 Assumed)	2	4				6	$1,488	$20,000	6	$21,488
5. 90%-Level Plan Preparation	2	40	16			58	$12,740		58	$12,740
6. 100%-Level (Final) Plan Preparation	2	12				14	$3,352		14	$3,352
7. Orange County Flood Control District Connection Permit	4	16				20	$4,840		20	$4,840
8. Incorporate Grind and Overlay Plans into PS&E Documents	4	12				16	$3,908		16	$3,908
GRAND TOTAL HOURS	**20**	**156**	**32**	**16**	**16**	**240**			**240**	
GRAND TOTAL FEES	**$5,560**	**$36,348**	**$5,728**	**$3,728**	**$2,400**		**$53,764**	**$20,000**		**$73,764**
RATES ($/Hr):	**$278**	**$233**	**$179**	**$233**	**$150**					

Classification Descriptions:
SPM = Senior Project Manager
SPE = Senior Project Engineer
DE = Design Engineer
SC = Survey Chief
CM = Survey Chainman

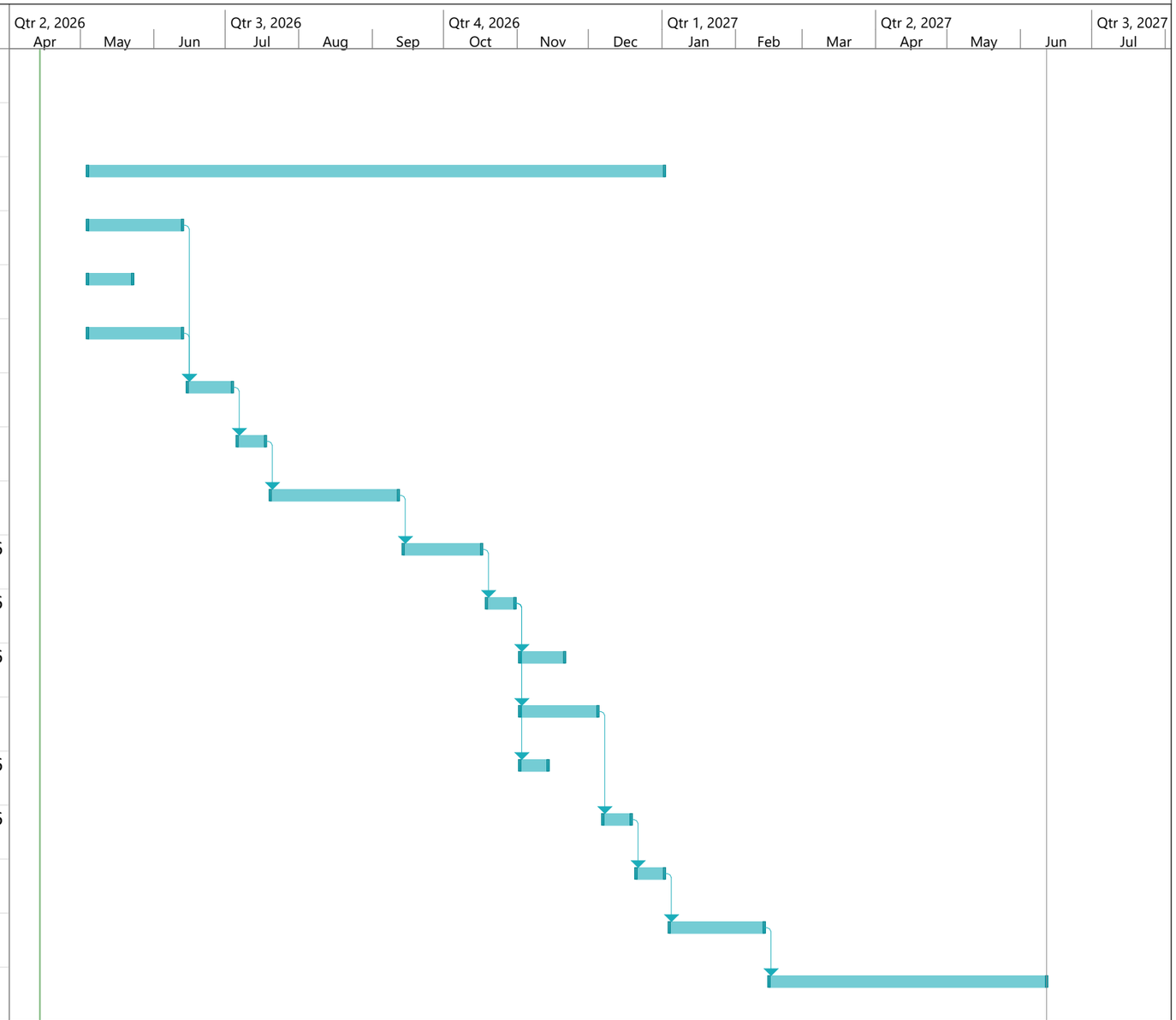
EXHIBIT A-2

[Consultant's Schedule dated April 13, 2026, behind this page]

KNOTT AVENUE STORM DRAIN UPSIZE PROJECT
REALIGNMENT TO ORANGETHORPE AVENUE

APRIL 13, 2026

ID	Task Name	Duration	Start	Finish
1				
2				
3	1. Project Management, Meetings, QA/QC	175 days	Mon 5/4/26	Fri 1/1/27
4	2. Survey and Mapping	30 days	Mon 5/4/26	Fri 6/12/26
5	3. Hydrology and Hydraulic Analyses	15 days	Mon 5/4/26	Fri 5/22/26
6	4. Utility Search and Coordination	30 days	Mon 5/4/26	Fri 6/12/26
7	5. Prepare 30% Plan and Profile for Alignment Review	15 days	Mon 6/15/26	Fri 7/3/26
8	City Review of 30% Plan and Profile	10 days	Mon 7/6/26	Fri 7/17/26
9	6. Utility Potholing and Report Delivery	40 days	Mon 7/20/26	Fri 9/11/26
10	7. 60%-Level Plans, Specifications and Estimates	25 days	Mon 9/14/26	Fri 10/16/26
11	City Review of 60% PS&E	10 days	Mon 10/19/26	Fri 10/30/26
12	8. 90%-Level Plans, Specifications and Estimates	15 days	Mon 11/2/26	Fri 11/20/26
13	9. OCFCD Connection Permit	25 days	Mon 11/2/26	Fri 12/4/26
14	City Review of 90% PS&E	10 days	Mon 11/2/26	Fri 11/13/26
15	10. 100%-Level (Final) Plans, Specifications and Estimates	10 days	Mon 12/7/26	Fri 12/18/26
16	City Review of 100% PS&E	10 days	Mon 12/21/26	Fri 1/1/27
17	11. Bid Support Services	30 days	Mon 1/4/27	Fri 2/12/27
18	12. Construction Support Services	85 days	Mon 2/15/27	Fri 6/11/27



Project: Schedule
Date: Tue 4/14/26

Task	Project Summary	Manual Task	Start-only	Deadline
Split	Inactive Task	Duration-only	Finish-only	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary	Inactive Summary	Manual Summary	External Milestone	

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CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT
PSA 25-09

DATE: May 14, 2025

SERVICES: Professional Engineering Services

PROJECT: Knott Avenue Storm Drain Upsize (Orangethorpe Avenue to Melrose Street)

PARTIES TO THE AGREEMENT:

"CITY": City of Buena Park, a California Municipal Corporation

City Representative:
Name: **Mina Mikhael**
Title: **Director of Public Works/ City Engineer**
Tel.: **(714) 562-3672**
Email: **MMikhael@buenapark.com**

"CONSULTANT": BKF Engineers, a California Corporation

Consultant Representative:
Name: **Dan Villines**
Title: **Project Manager**
Tel.: **(949) 526-8488**
Email: **DVillines@bkf.com**

SUMMARY OF TERMS:

Start Date: **May 14, 2025**

End Date: **June 30, 2026**

Contract Value: **$89,995.00**

Services a "Public Work": NO [___] YES [_X_] (add "PW Exhibit")

Community Workforce Agreement: NO [_X_] YES [___] (add "CWA Exhibit")

Insurance Approved By Risk Management: NO [___] YES [_X_]

APPROVED BY: *(select one)*

(___) Department Head
Contract Value ≤ $10,000

(___) City Manager
Contract Value ≤ $80,000

(X) City Council
Contract Value > $80,000
("Levine Act Exhibit" Required)

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

AGREEMENT MUST BE FIRST EXECUTED BY CONSULTANT BEFORE IT MAY BE EXECUTED ON BEHALF OF THE CITY.

CITY OF BUENA PARK
PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("*Agreement*") is dated as of May 14, 2025, between the City of Buena Park, a California charter city ("*CITY*"), and BKF Engineers, a California Corporation ("*CONSULTANT*"). CITY and CONSULTANT are at times referred to herein jointly as "Parties" and individually as a "Party."

1. TERM. The term of this Agreement shall commence on May 14, 2025 and shall remain in full force and effect for the duration of the Schedule of Performance and until CONSULTANT's full and complete performance of the Services to the City's reasonable satisfaction, unless extended upon the mutual written agreement of the Parties or earlier terminated pursuant to Section 16.2 of this Agreement ("*Term*").

2. SERVICES. Subject to the terms and conditions in this Agreement, CONSULTANT shall provide to CITY those services that are specifically described in Exhibit "A" (the "*Services*"). CITY may request changes or expansion of the Services (each a "*Modification*") and in such cases the Modification to the Services, and any resulting increase or decrease in the Compensation to be paid CONSULTANT and/or any changes to the Schedule of Performance (defined below), shall be documented in a written amendment to this Agreement. Increases or decreases in Compensation resulting from any Modification to the Services shall be based on the rate specified in the Compensation Schedule (defined below), or if not specified in the Compensation Schedule at then-applicable prevailing market rate charged by CONSULTANT to other customers for the same service.

3. SCHEDULE OF PERFORMANCE. CONSULTANT shall commence providing the Services upon receipt of a written "Notice to Proceed" from the City Representative and CONSULTANT shall proceed only to the extent of such authorization. CONSULTANT shall perform all Services in the time required by the schedule of performance described in Exhibit "A" ("*Schedule of Performance*"), or if not specified in the Schedule of Performance in a timely and diligent manner reasonably acceptable to CITY.

4. COMPENSATION. The total compensation paid to CONSULTANT for complete performance of the Services, including any authorized reimbursable expenses, shall NOT EXCEED the total maximum sum of **$89,995.00** ("*Compensation*"). CONSULTANT shall be paid for performing the Services at the hourly rate, daily rate, flat fee, lump sum, or other basis specified in Exhibit "A" to this Agreement ("*Compensation Schedule*"). The Compensation specified in this section shall be the sole and exclusive consideration paid to CONSULTANT for full and complete performance of the Services and may only be increased by formal amendment to this Agreement.

5. PAYMENT.

5.1 Invoices. Each calendar month after CITY's issuance of the Notice to Proceed, CONSULTANT shall submit an invoice to CITY for the Services performed and any authorized reimbursable expenses incurred in the immediately preceding calendar month. *(Ex: invoices for Services rendered in January should be submitted in February*). The invoices shall describe in detail the Services rendered during each invoice period such as the days worked, personnel involved, number of hours worked, rates charged, milestones achieved, work product generated, or reimbursable expenses incurred, as applicable. CONSULTANT shall remit the invoices to the address and in the manner specified by CITY.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

5.2 Payment. CITY shall review all invoices and notify CONSULTANT in writing of any disputed charges or amounts. CITY shall pay all undisputed portions of the invoice within thirty (30) calendar days after receipt. CITY shall not withhold federal or state payroll or other taxes, or make deductions, from payments made to CONSULTANT.

6. STANDARD OF SKILL. CONSULTANT shall perform all Services in the manner and according to the standards currently observed by a competent practitioner of CONSULTANT's profession in California, and shall at all times, meet or exceed any applicable professional standards of care, workmanship, or conduct. All products of whatsoever nature that CONSULTANT delivers to CITY pursuant to this Agreement shall be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in CONSULTANT's profession. The acceptance of the Services by CITY shall not operate as a release of CONSULTANT from such standards of care, workmanship, or conduct.

7. INDEPENDENT CONTRACTOR. CONSULTANT is and shall at all times remain as to CITY a wholly independent contractor. Neither CITY nor any of its agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's employees or agents, except as herein set forth. CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of CITY. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of CITY or otherwise act on behalf of CITY as an agent.

7.1 CONSULTANT shall not have the status of an employee of CITY under this Agreement, or be entitled to participate in any insurance, medical care, vacation, sick leave or other benefits provided for CITY's officers or employees.

7.2 In the event that CONSULTANT, or any of its employees, agents, or subcontractors providing Services under this Agreement, claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System ("*PERS*") to be eligible for enrollment in PERS as an employee of CITY, CONSULTANT shall indemnify, defend, and hold CITY harmless for the payment of any employee and/or employer contributions for PERS benefits on behalf of CONSULTANT or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of CITY.

7.3 CONSULTANT represents that it has, or will secure at its own expense, all personnel required to perform the Services under this Agreement. All of the Services shall be performed by CONSULTANT or under its direct supervision, and all personnel engaged in the work shall be qualified to perform it. CONSULTANT reserves the right to determine the assignment of its own employees to the performance of the Services under this Agreement, but CITY reserves the right, for good cause, to require CONSULTANT to exclude any employee from performing Services on CITY's premises.

8. ADMINISTRATION.

8.1 City's Representative. The City Representative identified on the cover page of this Agreement shall have authority to administer this Agreement and oversee CONSULTANT's performance of the Services, provided that an individual's authority to amend this Agreement shall be governed by applicable provisions of the Buena Park Municipal Code. All activities performed

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by CONSULTANT shall be coordinated through the City Representative. CITY may change the identity of the City Representative upon written notice to CONSULTANT.

8.2 Consultant's Representative. Consultant's Representative identified on the cover page of this Agreement has the authority to administer this Agreement on behalf of CONSULTANT and to act, bind, and approve all matters relating to this Agreement on behalf of CONSULTANT. Consultant's Representative shall not be replaced without the advance consent of CITY, which consent shall not be unreasonably withheld.

9. SAFETY REQUIREMENTS. All work performed under this Agreement shall be performed in such a manner as to provide safety to the public and to meet or exceed the safety standards outlined by CAL OSHA. CITY may issue restraint or cease and desist orders to CONSULTANT when unsafe or harmful acts are observed or reported relative to the performance of the Services. CONSULTANT shall maintain the work sites free of hazards to persons and property resulting from its operations. CONSULTANT shall immediately report to CITY any hazardous condition noted by CONSULTANT.

10. INDEMNIFICATION AND HOLD HARMLESS.

10.1 Purpose of Section. CONSULTANT agrees that CITY, and its elected officials, officers, employees, and agents (cumulatively "*City Indemnitees*") shall, to the fullest extent permitted by California law, be fully protected from any loss, injury, damage, claim, liability, taxes, fees, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other cost or damages of any kind arising out of or in any way related to CONSULTANT's provision of the Services or performance of this Agreement. This Section is intended by the Parties to provide the fullest protection possible under California law to CITY and the City Indemnitees. CONSULTANT acknowledges that CITY would not have entered into this Agreement without the covenants and commitments of CONSULTANT in this Section 10.

10.2 Indemnification for Design Services (if applicable). Consistent with California Civil Code Section 2782.8, if and to the extent the Services are design professional services to be performed by a design professional, as that term is defined under said Section 2782.8, CONSULTANT shall, to the fullest extent permitted by law, indemnify, protect, defend, and hold the City Indemnitees harmless for all claims, demands, costs, or liability that arise out of, pertain, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT, its officers, employees, or agents in said performance of the Services, excepting only liability arising from the sole negligence, active negligence, or intentional misconduct of CITY.

10.3 Indemnification for Services. Other than in the performance of design professional services by a design professional, as covered by Section 10.2 above, to the fullest extent permitted by law CONSULTANT shall, at its sole cost and expense, protect, defend, hold harmless and indemnify the City Indemnitees from and against any and all damages, costs, taxes, fees, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens and/or losses of any nature whatsoever, including fees of accountants, attorneys and other professionals, and all costs associated therewith, and the payment of all consequential damages (collectively "Claims"), in law or equity, whether actual, alleged or threatened, which arise out of, pertain to, or relate to the acts or omissions, or willful misconduct, of CONSULTANT, or its officers, agents, servants, employees, subcontractors, materialmen, suppliers, or contractors, or their officers, agents, servants or employees (or any entity or individual that CONSULTANT shall bear the legal liability thereof) in the performance of this Agreement, including CONSULTANT's active or passive negligence, except for Claims arising from the sole negligence or willful misconduct of CITY, as determined by final arbitration or court decision or by the agreement of the Parties.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

CONSULTANT shall defend the City Indemnitees in any action or actions filed in connection with any Claims with counsel of CITY's choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT shall reimburse the Indemnitees for any and all legal expenses and costs incurred by City Indemnitees in connection therewith.

10.4 Taxes, Assessments, Workers Compensation. CONSULTANT shall pay all required taxes on amounts paid to CONSULTANT under this Agreement and indemnify and hold CITY harmless from any and all taxes, assessments, penalties and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with applicable workers' compensation laws regarding CONSULTANT and its CONSULTANT shall indemnify and hold CITY harmless from any failure of CONSULTANT to comply with applicable workers' compensation laws.

10.5 Obligations Not Limited by Insurance. The obligations and covenants of CONSULTANT in this Section 10 are independent and separate from any requirement or covenant to carry insurance. The obligations of CONSULTANT under this Section 10 shall not be limited by the limits of any policies of insurance by this Agreement or otherwise maintained by CONSULTANT, nor shall CONSULTANT's obligations by limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives any statutory immunity under such statutes or laws as to the CITY or City Indemnitees.

10.6 Survival; Enforcement. CONSULTANT's obligations and covenants under this Section shall survive the expiration or termination of this Agreement and shall continue in full force and effect for a time at least equal to the statute of limitations that is applicable to the underlying Claim, demand, cost or liability. CITY may offset against the amount of any compensation due CONSULTANT any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay CITY any obligation for reimbursement or indemnification arising under this Section 10.

11. INSURANCE. At all times during the term of this Agreement CONSULTANT shall maintain insurance coverage in the forms, types, and amounts that are set forth in this Section 11, and upon CITY's request CONSULTANT shall provide evidence of such coverage to the satisfaction of CITY's Director of Risk Management, which may include a visual inspection of all policies, copies of declarations page, endorsements signed by an authorized representative of the underwriting company, or certificates of insurance.

11.1 Minimum Scope of Insurance. CONSULTANT shall maintain policies with coverage at least as broad as:

.1 Commercial General Liability insurance using the most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, which shall include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations, products and completed operations, and contractual liability.

.2 The most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, which shall include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1-Any Auto).

.3 Workers' Compensation insurance as required by the California Labor Code and Employer's Liability Insurance.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

.4 Professional Liability (Errors and Omissions) insurance appropriate to CONSULTANT's profession. If such insurance policy is written on a claims-made form, the retroactive date must be shown and must be before the effective date of the Agreement or the commencement of Services by Consultant.

11.2 Minimum Limits of Insurance. CONSULTANT shall maintain insurance coverage limits not less than:

.1 Commercial General Liability: $2,000,000 per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit is used, either the general aggregate limit shall apply separately to the Services / location or the general aggregate limit shall be $4,000,000 and contain specific language creating a duty to defend against any suit seeking damages.

.2 Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

.3 Employer's Liability: $1,000,000 per accident for bodily injury or disease.

.4 Professional liability: $2,000,000 per claim, with an extended reporting period of not less than two years.

11.3 Umbrella or Excess Insurance. In the event CONSULTANT purchases an umbrella or excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies) required by this Section 11.

11.4 Deductibles and Self-insured Retentions: CONSULTANT shall be responsible for payment of any deductibles contained in any insurance policy(ies) required hereunder and CONSULTANT shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the City Manager or his/her designee. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY and City Indemnitees; or (ii) CONSULTANT shall provide a financial guarantee, satisfactory to the City Manager or his/her designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall CITY be responsible for the payment of any deductibles or self-insured retentions.

11.5 Required Endorsements. Each insurance policy shall be endorsed as follows:

.1 Except with respect to Employer's Liability or Professional Liability/E&O policies required by this Section 11, CITY and City Indemnitees shall be named as additional insureds (collectively "*Additional Insureds*"). Additional Insured endorsements shall not: (a) be limited to "Ongoing Operations"; (b) exclude "Contractual Operations"; (c) restrict coverage to the "Sole" liability of CONSULTANT; or (d) contain any other exclusion contrary to this Agreement.

.2 For any claims related to this Agreement or the Services performed under this Agreement, CONSULTANT's insurance coverage shall be primary to any other similar insurance carried by Additional Insureds. Any insurance or self-insurance maintained by Additional Insureds shall be in excess of CONSULTANT's insurance and shall not be called upon to contribute with it.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

.3 All insurance coverage shall contain a provision that prohibits cancellation, modification or lapse without thirty (30) calendar days' prior written notice from insurer to CITY. The notice shall be provided via certified mail, return receipt requested. CONSULTANT shall require its insurer to modify the applicable policy and all certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

.4 Each policy shall be endorsed to state that the insurer waives the right of subrogation against CITY and City Indemnitees.

11.6 Duration of Insurance. The requirements of this Section 11 shall survive expiration or termination of the Agreement. Insurance must be maintained, and evidence of insurance must be provided for at least 3 years after any expiration or termination of the Agreement or, in the alternative, the policy shall be endorsed to provide not less than a 3-year discovery period.

11.7 Acceptability of Insurers. All insurance coverage required by this Agreement shall be written by insurers admitted to conduct business in the State of California by the Department of Insurance and rated "A:VIII" in the most recent A.M. Best's Insurance Rating Guide.

11.8 Verification of Coverage. CONSULTANT shall furnish CITY with evidence of the insurance required by this Agreement to the satisfactory to CITY. Such evidence shall consist of original certificates of insurance and amendatory endorsements, including an additional insured endorsement. The endorsements shall be on forms provided by CITY or on such other forms approved by CITY and conforming to CITY's requirements. CONSULTANT shall file all certificates of insurance and fully executed endorsements with CITY before commencing performance of the Services. Where and at the times applicable, CONSULTANT shall also provide proof that the policies of insurance required under this Agreement and expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. CONSULTANT shall furnish such proof to CITY prior to the expiration of the original policies. CITY may require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. CONSULTANT shall provide complete copies of policies to CITY upon request.

11.9 Other Insurance Provisions.

.1 All insurance coverage and limits provided pursuant to this Agreement shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Agreement or any other agreement relating to CITY or its operations limits the application of the insurance coverage.

.2 Requirements of specific coverage features or limits contained in this Section 11 are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any Party to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

.3 All insurance coverage shall cover CONSULTANT's operations pursuant to the terms of this Agreement.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

.4 Any actual or alleged failure on the part of CITY or any other additional insured under these requirements to obtain proof of insurance required under this Agreement in no way waives any right or remedy of CITY or any additional insured, in this or any other regard.

.5 In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right, but not the duty, to obtain the insurance it deems necessary, and CONSULTANT shall promptly reimburse to CITY any premium paid by CITY.

.6 CONSULTANT shall provide immediate notice to CITY of any claim or loss against CONSULTANT that includes CITY or any of the Additional Insureds as a defendant. CITY assumes no obligation or liability from the notice. CITY shall have the right, but not the duty, to monitor the handling of the claim or claims if they are likely to involve CITY.

11.10 Subcontractors. CONSULTANT shall include all subcontractors, or any other party involved in the performance of the Services, as insureds under its policies or shall require subcontractors or any other party involved in the Services by CONSULTANT to carry the same insurance as required in this Section 11. CONSULTANT shall obtain certificates evidencing the coverage and make reasonable efforts to ensure that the coverage is provided as required in this Section. CONSULTANT shall require that no contract used by any subcontractor, or contract CONSULTANT enters into on behalf of CITY, shall reserve the right to charge back to CITY the cost of insurance required by this Agreement. CONSULTANT shall, upon request, submit to CITY for review, all agreements with subcontractors or others with whom CONSULTANT contracts with on behalf of CITY, and all certificates of insurance obtained in compliance with Section 11.8. CITY's failure to request copies of the documents shall not impose any liability on CITY, or its employees, or be deemed a waiver of any of CITY's rights.

12. WORK PRODUCT.

12.1 Deliverables. CONSULTANT shall, in such time and in such form as CITY may require, furnish reports concerning the status of Services required under this Agreement. CONSULTANT shall, upon request by CITY and upon completion or termination of this Agreement, deliver or return to CITY all material furnished to CONSULTANT by CITY.

12.2 Ownership.

.1 All draft and final reports, documents and other written material, and any and all images, ideas, concepts, designs including website designs, source code, object code, electronic data and files or other media whatsoever, created or developed by CONSULTANT in the performance of this Agreement (collectively, "*Work Product*") shall be considered to be "works made for hire" for the benefit of CITY. All Work Product and any and all intellectual property rights arising from their creation, including all copyrights and other proprietary rights, shall be and remain the property of CITY without restriction or limitation upon their use, duplication or dissemination by CITY upon final payment being made. CONSULTANT shall not obtain or attempt to obtain copyright protection as to any of the Work Product.

.2 CONSULTANT hereby assigns to CITY all rights of ownership to the Work Product, including any and all related intellectual property and proprietary rights that are not otherwise vested in CITY pursuant to subsection .1 above.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

.3 CONSULTANT warrants and represents that it has secured all necessary licenses, consents or approvals necessary to the production of the Work Product, and that upon final payment, CITY shall have full legal title to the Work Product, and full legal authority and the right to use and reproduce the Work Product for any purpose. CONSULTANT shall defend, indemnify and hold CITY and the City Indemnitees harmless from any loss, claim or liability in any way related to a claim that CITY's use of any of the Work Product is violating federal, state or local laws, or any contractual provisions, or any rights or laws relating to trade names, licenses, franchises, copyrights, patents or other means of protecting intellectual property rights or interests in products, ideas or inventions. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Work Product produced under this Agreement. In the event any the use of any of the Work Product or other deliverables hereunder by CITY is held to constitute an infringement and the use of any of the same is enjoined, CONSULTANT, at its expense, shall: (a) secure for CITY the right to continue using the Work Product and other deliverables by suspension of any injunction, or by procuring a license or licenses for CITY; or (b) modify the Work Product and other deliverables so that they become non-infringing while remaining in compliance with the requirements of this Agreement. CONSULTANT's covenants under this Section 12.2 shall survive the expiration or termination of this Agreement.

13. CONFIDENTIALITY. During performance of this Agreement, CONSULTANT may gain access to and use CITY information regarding inventions, machinery, products, prices, apparatus, costs, discounts, future plans, business affairs, governmental affairs, processes, trade secrets, technical matters, systems, facilities, customer lists, product design, copyright, data, and other vital information (hereafter collectively referred to as "*City Information*") that are valuable, special and unique assets of CITY. CONSULTANT agrees to protect all City Information and treat it as strictly confidential, and further agrees that CONSULTANT shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any City Information to any third party without the prior written consent of CITY. In addition, CONSULTANT shall comply with all CITY policies governing the use of CITY network and technology systems. A violation by CONSULTANT of this section shall be a material violation of this Agreement and shall justify legal and/or equitable relief.

14. RECORDS. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information relating to the Services, as required by CITY or the City Representative. CONSULTANT shall maintain adequate records on services provided in sufficient detail to permit an evaluation of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, CONSULTANT shall provide access to such books and records to the City Representative, or his or her designees, and shall give the City Representative, or his or her designees, the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings and activities related to this Agreement.

15. ASSIGNMENT AND SUBCONTRACTING. This Agreement is personal to CONSULTANT and CITY has entered this Agreement in reliance on CONSULTANT's skill, competence and experience. CONSULTANT shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without CITY's prior written consent, by and through the City Representative. CITY's consent to an assignment of rights under this Agreement shall not release CONSULTANT from any of its obligations or alter any of its obligations to be performed under this Agreement. Any attempt at assignment or delegation by CONSULTANT in violation of this Section shall be void and of no effect and shall entitle CITY to immediately terminate this Agreement for cause. As used in this section, "assignment" and

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

"delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs. CONSULTANT shall not subcontract any performance required under this Agreement without CITY's prior written consent.

16. SUSPENSION AND TERMINATION.

16.1 Right to Suspend. CITY shall have the right at any time to temporarily suspend CONSULTANT's performance hereunder, in whole or in part, by giving a written notice of suspension to CONSULTANT. If CITY gives such notice of suspension, CONSULTANT shall immediately suspend its activities under this Agreement as specified in such notice.

16.2 Termination. CITY shall have the right to terminate this Agreement at any time by giving a written notice of termination to CONSULTANT. If CITY gives such notice of termination, CONSULTANT shall immediately cease rendering Services pursuant to this Agreement. If CITY terminates this Agreement:

.1 CONSULTANT shall, not later than five days after such notice of termination, deliver to CITY copies of all Work Product or other information prepared pursuant to this Agreement.

.2 CITY shall pay CONSULTANT the reasonable value of Services rendered by CONSULTANT prior to termination; provided, however, CITY shall not in any manner be liable for lost profits that might have been made by CONSULTANT had the Agreement not been terminated or had CONSULTANT completed the Services required by this Agreement. In this regard, CONSULTANT shall furnish to CITY such financial information as in the judgment of CITY is necessary for CITY to determine the reasonable value of the Services render by CONSULTANT. The foregoing is cumulative and does not affect any right or remedy that CITY may have in law or equity.

17. Conflicts of Interest. CONSULTANT shall comply with all applicable federal, state and local conflict of Interest laws, including the Political Reform Act (Cal. Gov. Code § 81000 *et seq.*), the Levine Act (Cal. Gov. Code § 84308), and California Government Code Section 1090. CONSULTANT covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, that would conflict in any manner with the interests of CITY or that would in any way hinder CONSULTANT's performance of Services under this Agreement. CONSULTANT further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor, without the written consent of CITY. CONSULTANT agrees to avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY at all times during the performance of this Agreement.

18. NOTICES. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be given in writing to the person at the addresses specified on first page of this Agreement and deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during CONSULTANT's and CITY's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid. Either Party may change the specified person or address at which it is to receive notices by advising the other Party in writing.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

19. MISCELLANEOUS TERMS.

19.1 Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement by this reference. In the event of any inconsistency between the express provisions of this Agreement and any provision of an exhibit, the provisions of this Agreement shall prevail.

19.2 Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance.

19.3 Nuisance; Compliance with Laws. CONSULTANT shall not maintain, commit or permit the maintenance or commission of any nuisance in connection with performing the Services. In the performing the Services CONSULTANT shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and the local laws, regulations, and policies of the City of Buena Park.

19.4 Permits and Licenses. CONSULTANT, at its sole expense, shall obtain and maintain during the term of this Agreement all appropriate permits, licenses, and certificates that may be required in connection with performing the Services.

19.5 Governing Law; Venue. The terms of this Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, without regard for its conflicts of laws principles, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. The venue for resolving any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be a court with jurisdiction that is located in the County of Orange, California.

19.6 Cost of Litigation. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement (whether in contract, tort, or both), the prevailing Party shall be entitled to receive from the losing Party all attorneys' fees, costs and expenses in such amount as the courts may determine to be reasonable.

19.7 Waiver. No delay or omission to exercise any right, power or remedy accruing to CITY under this Agreement shall impair any right, power or remedy of CITY, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver by CITY of any breach, any failure of a condition, or any right or remedy under this Agreement shall be: (1) effective unless it is in writing and signed by the Party making the waiver; (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy; or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

19.8 Efficient Performance. CONSULTANT shall commence, carry on and complete its assignments with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry and applicable professional standards.

19.9 No Third Party Beneficiaries. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

19.10 When Rights and Remedies Not Waived. In no event shall the making by CITY of any payment to CONSULTANT constitute or be construed as a waiver by CITY of any breach of covenant, or any default that may then exist, on the part of CONSULTANT, and the making of any such payment by CITY while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to CITY with regard to such breach or default.

19.11 Severability. If any part, term or provision of this Agreement shall be held illegal, unenforceable or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.

19.12 Captions. The titles of the sections, subsections and paragraphs set forth in this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of the provisions of this Agreement and the rights or obligations of the Parties to this Agreement.

19.13 Word Usage. Unless the context clearly requires otherwise, (a) the word “shall” is mandatory and “may” is permissive; (b) “or” is not exclusive; and (c) “includes” or “including” are not limiting.

19.14 Integrated Agreement and Modification of Agreement. This Agreement, and all exhibits referred to in this Agreement, constitutes the final, complete and exclusive statement of the terms of the agreement between CITY and CONSULTANT with respect to the subject matter of this Agreement. This Agreement supersedes all prior or contemporaneous oral or written negotiations, representations or agreements of the Parties. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may be modified only by a writing signed by both Parties.

19.15 Authority to Bind Parties. Each of the undersigned hereby represents that he or she has the authority to execute this Agreement on behalf of his or her contracting Party.

In recognition of the obligations stated in this Agreement, the Parties have executed this Agreement on the date indicated above by and through their duly authorized representatives.

[signatures of parties on follow page]

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

CITY OF BUENA PARK
a California municipal corporation

DocuSigned by:
A60CA453C3B349B...
Signature

Name: Aaron France

Title: City Manager

CONSULTANT*

BKF Engineers
Name of Business

DocuSigned by:
Greg Hurd
74E07486AAA54C7...
Signature

Name: Greg Hurd

Title: President | CEO

***If CONSULTANT is a corporation, then pursuant to California Corporations Code Section 313 this Agreement must be executed by either: (1) the chairperson of the board; (2) the president; or (3) the vice president plus any one of the following: the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer.**

DocuSigned by:
Jaysen Long
3E85BE6477754F1...
Signature

Name: Jaysen Long

Title: Vice President | COO

ATTEST:

BY: DocuSigned by:
Adria Jimenez
47B4D478479B40A...
Adria M. Jimenez, City Clerk

APPROVED AS TO FORM:

BY: Signed by:
Chris Cardinale
2F902860CD7A460...
Christopher Cardinale, City Attorney

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

EXHIBIT A

1) SERVICES. CONSULTANT shall provide to CITY the following Services

All services as described in the CONSULTANT's Proposal for Professional Services for the Knott Avenue Storm Drain Upsize Project (Orangethorpe Avenue to Melrose Street) (the "PROPOSAL"), attached as "Exhibit A-1".

2) SCHEDULE OF PERFORMANCE. CONSULTANT shall perform all Services in compliance with the following Schedule of Performance:

CONSULTANT shall provide the Services within the times and deadlines set forth in the Project Schedule that is include on Page 10 of the PROPOSAL, provided that the deadlines shall be recalculated with a start date of May 14, 2025.

3) COMPENSATION SCHEDULE. CONSULTANT shall be paid for performing the Services at the follow rates and times:

Consultant shall be paid by labor hours and in a total not to exceed amount of $89,995.00, as described in the Design Budget and Fee & Expense Schedule included in the Proposal.

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

EXHIBIT A-1

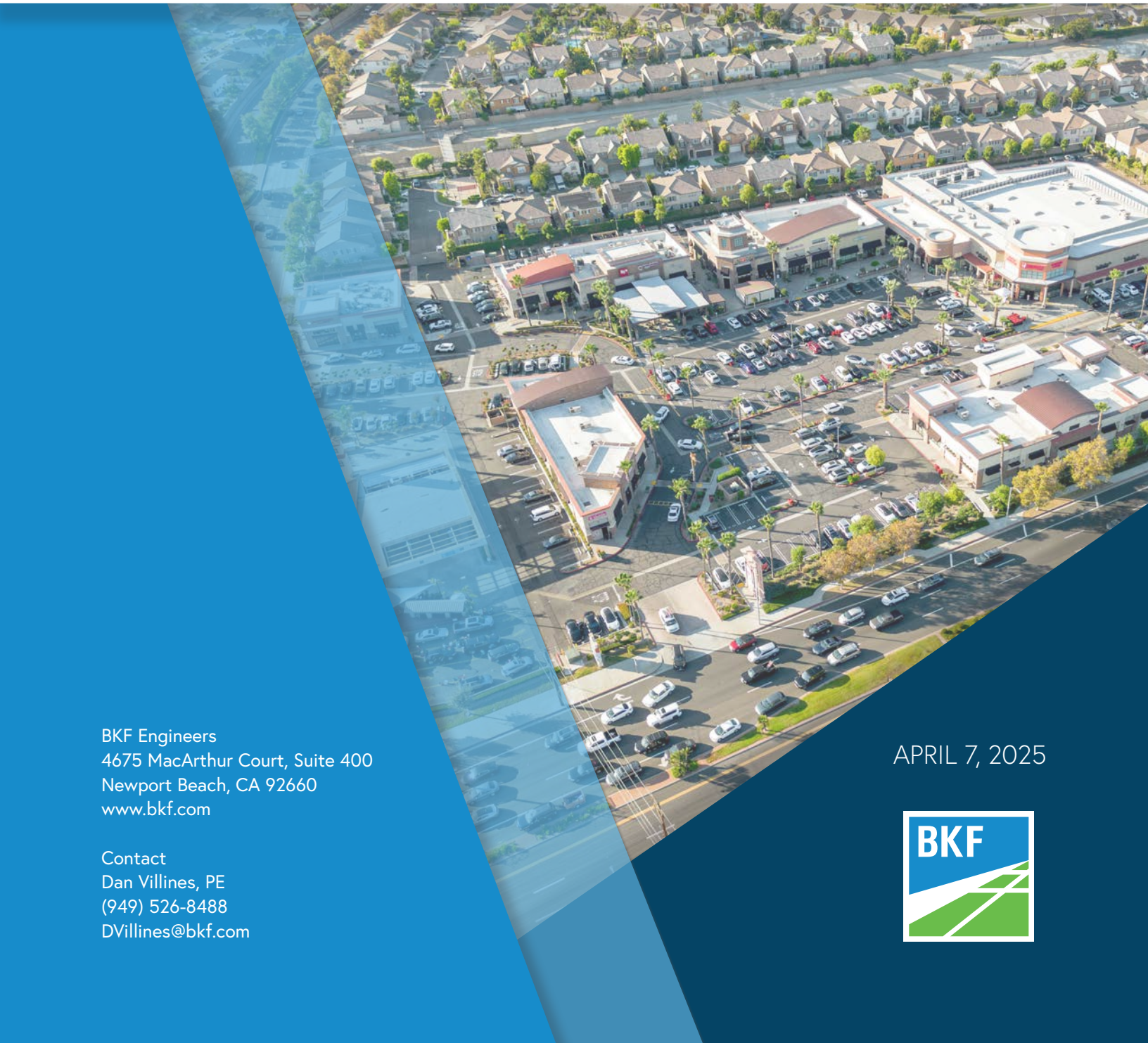
[Consultant's Proposal dated April 7, 2025, behind this page]

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

City of Buena Park

PROPOSAL FOR THE

KNOTT AVENUE STORM DRAIN UPSIZE PROJECT
ORANGETHORPE AVENUE TO MELROSE STREET
PLANS, SPECIFICATIONS, AND ESTIMATE



BKF Engineers
4675 MacArthur Court, Suite 400
Newport Beach, CA 92660
www.bkf.com

Contact
Dan Villines, PE
(949) 526-8488
DVillines@bkf.com

APRIL 7, 2025

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

TABLE OF CONTENTS

A. SCOPE OF WORK 2

B. CONSULTANT'S REPRESENTATIVE 6

C. PROJECT TEAM 7

D. REFERENCES 9

E. SCHEDULE 10

F. DESIGN BUDGET ..... DB-01 (*Not included in page count*)

APPENDIX: STAFF RESUMES ..... A-01 (*Not included in page count*)

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

April 7, 2025

Jaden Miller, PE
Associate Engineer
City of Buena Park – Public Works Department
6650 Beach Boulevard
Buena Park, CA 90621

Subject: Proposal for Knott Avenue Storm Drain Upsize (Orangethorpe Avenue to Melrose Street) Plans, Specifications, and Estimate

Dear Mr. Miller and Members of the Selection Committee,

The City of Buena Park (City) is seeking a qualified consultant team to provide services related to storm drain improvements on Knott Avenue from Orangethorpe Avenue to Melrose Street. BKF Engineers (BKF) has carefully reviewed the scope of work included in the Request for Proposals document, and has developed the following proposal for the City's consideration.

UNDERSTANDING PROJECT CHALLENGES AND OPPORTUNITIES. The Project has many critical issues that BKF has identified and mitigated during the preparation of this proposal. Potential issues such as utilities, traffic control during construction, and permitting with the Orange County Flood Control District have all been addressed. Furthermore, the City will find that BKF's previous experience with similar projects will align with the City's needs.

ABOUT US. Since 1915, BKF Engineers has built a reputation on our ability to plan, design, survey, and successfully implement small to complex projects. We draw upon our experience to guide projects from the inception and feasibility study stages through final design and construction, where we can identify physical constraints, potential risks, and value engineering alternatives, resulting in projects that exceed expectations.

EXTENSIVE SIMILAR EXPERIENCE. For more than 110 years, BKF has been delivering projects that address flood control and stormwater management needs to public agencies across Southern California. Our team has successfully executed similar storm drain improvement projects to meet stringent environmental standards and strict deadlines. With a proactive approach, we will work with the City to enhance the quality of life in the community and maintain a safe environment that promotes the health and safety of its residents and visitors.

EXPERIENCED TEAM. Our team members have recently worked on projects with similar scope elements including the City of Rancho Palos Verdes' Peacock Ridge Road Drainage Improvements Project, the City of San Clemente's Via Montego Storm Drain Improvements Project, the City of Newport Beach's Galaxy Drive Storm Drain Repair Project, and the City of Torrance's Del Amo Storm Drain Channel Project. We have strategically developed a comprehensive team that will allow us to respond to the City's requests in a timely manner, promote project continuity, and streamline project deliverables.

Should the City have any questions or require further clarification regarding the contents of this proposal, please feel free to reach out to Dan Villines directly at (949) 526-8488 or DVillines@bkf.com. We look forward to the opportunity to further discuss this Project with the City.

Sincerely,
BKF ENGINEERS

Tom West, MBA, PE
Principal-in-Charge

Dan Villines, PE
Project Manager

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A. SCOPE OF WORK

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PROJECT UNDERSTANDING

BKF understands that the intersection of Knott and Orangethorpe Avenues (Intersection) in the City of Buena Park (City) experiences significant flooding during modest storm events. Past efforts to resolve this issue resulted in the installation of an 8-inch diameter storm drain line with three inlets located in the vicinity of the southeast corner of the intersection in 1989. Flooding at the intersection has continued following the completion of the 1989 project and the City's 2015 Master Plan of Drainage indicates that the flooding is due to the lack of an adequate storm drain facility to capture and convey storm water runoff from the Intersection to the Fullerton Creek Channel, Orange County Flood Control District (OCFCD) Facility No. A03 (Channel), which is located approximately 1,200 feet to the north of the Intersection.

In response to this continued issue, the City has issued a Request for Proposals for the design of a replacement storm drain system. The replacement storm drain facilities will collect storm water runoff at the Intersection, convey collected flow to the north in a new storm drain pipe, and discharge flow into the Channel.

Based on our understanding of the Project and our past experience with similar projects, BKF has identified several critical issues that need to be considered during the design of the proposed storm drain facility. By identifying these critical issues in advance of the design and construction of the proposed facility, BKF will provide an expedited and correct approach to the design of the Project. These critical issues are as follows.

CRITICAL ISSUES

UTILITIES. The existing streets that will be affected by the proposed storm drain improvements contain many existing utilities including electrical, gas lines, petroleum lines, sewer lines, and water lines. For each of these facilities multiple appurtenant features exists such as valves, cleanouts, pull boxes, and service laterals to private properties. BKF views the presence of utilities as a significant issue related to the design and construction of the proposed storm drain facilities. As such, BKF will address this Project constraint through the development of a high-confidence utility base map. BKF will query utility providers for records reporting the location of their respective service lines as well as pothole key locations critical to the design of the proposed storm drain system. It is BKF's goal with the Project to avoid lengthy and/or costly utility relocations.

ORANGE COUNTY PUBLIC WORKS (OCPW) ENCROACHMENT PERMIT. Based on BKF's past experience, OCPW is acutely sensitive to requested encroachments into their flood control facilities that have the potential for hydraulic impacts. Therefore, all options investigated and designed by BKF will be evaluated against potential OCPW concerns. For this purpose, we have included **Phil Jones, PE** on BKF's Project team to serve as our OCPW liaison. Phil worked with OCPW for 32 years and retired after serving as the Manager of the Public Works Design Division and Manager of the General Maintenance Division. Phil is presently providing staff augmentation services to OCPW and regularly reviews Flood Control Encroachment Permit applications. Phil will

Our OCPW liaison, **Phil Jones, PE**, has over two decades of direct experience working for the Public Works Design Division, which has helped our team inform our designs to be responsive to OCPW concerns, and meet design standards. Phil will apply this same experience on the Knott Avenue Storm Drain Project for the City to verify that our proposed design is thoughtful, feasible, and meets OCPW requirements.

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review the proposed storm drain connection to the Channel. He will then inform the design team of any anticipated OCPW concerns or design requirements. This will allow us to identify critical issues associated with the OCPW Encroachment Permit can be identified and addressed prior to submittal, such that the Project can obtain the encroachment permit approval expediently.

TRAFFIC CONTROL. Maintaining residential and emergency vehicle access to the homes and businesses that obtain access from Knott and Orangethorpe Avenues is of paramount importance to the success of the Project. BKF has successfully designed storm drain projects that were aligned within streets that serve as a vital link for residents and commerce. Our experience and success with these projects will be brought forward and implemented as a part of this Project. As a part of the plans and specifications, specific provisions for access will be included. Such provisions may include limiting open trench work, steel plate covering at the end of each workday, provisions for expedited access, and public notifications. BKF will work with the City to develop an approach that suits the City's needs.

BKF will address all the above stated critical issues during the course of its design efforts and will maintain continuous communications with City staff so that decisions regarding critical issues can be obtained and incorporated in a timely manner. The specific tasks that will be undertaken by BKF to complete the Project are outlined in the scope of work provided in the following section of this proposal.

PRELIMINARY DESIGN CONCEPT

Based on BKF's understanding of the Project needs and the critical issues associated with the Project, we have developed a preliminary design concept for the proposed storm drain facilities. The intent of the concept is to obtain input form the City immediately following the proposal and selection phases. In turn, this will help to accelerate the Project towards completion. Drawing Nos. 1 and 2, following the Scope of Work, depict the preliminary design concept for the Project.

SCOPE OF WORK

1. PROJECT MANAGEMENT, MEETINGS, & QA/QC PROCESS

BKF will provide project management services throughout the design phase of the Project. These services may include preparing agendas for meetings, attending meetings, preparing meeting minutes, participating in voice and e-mail communications to facility Project progress, and exchanging information and data. This task will also include the preparation and maintenance of a Project schedule. Included in this task is BKF's QA/QC process. The process will budget time in advance of submittal deadlines for an independent review of the submittal documents.

2. SURVEY & MAPPING

BKF will research, compile and review existing survey control and mapping data from the City and County sources. BKF field crews will establish control and gather field data required for the preparation of a topographic map of the project reach. Mapped survey data will then be compiled by BKF staff to create a project site topography map at a scale of 1" = 20' with 1-foot contours and surveyed spot elevations. Field crews will also be used to survey the location of key features visible within the Project limits and depict these features on the final topography map. Sewer manhole inverts will also be surveyed to help in defining below-grade sewer locations. BKF's project manager will conduct a field review of the Project alignment. The field review will be used to confirm information included on the base map.

3. PERFORM HYDROLOGY & HYDRAULIC ANALYSES

BKF will perform a hydrology study of the watershed tributary to the proposed storm drain that is consistent with the current City's Drainage Master Plan. The study will be based on the methodology prescribed in the current Orange County Hydrology Manual and will

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derive 10-, 25-, and 100-year peak discharges to evaluate inundation limits, lane clearances, and the need for additional catch basin inlets. This task also includes the preparation of hydraulic analyses. The analyses will be performed with the Water Surface Pressure Gradient (WSPG) software. A calculation package will be assembled for the hydrology and hydraulic analyses and will include all supporting maps, data, and analyses.

4. UTILITY COORDINATION

BKF will identify public and private utilities within the Project limits. BKF will then request utility maps and send out utility verification and information requests depicting the proposed storm drain improvements. A copy of all utility notifications and requests will be provided to the City. BKF will then prepare a utility base map depicting all existing utilities found within Project limits based on all collected information. Utilities that are identified as a part of this task will be depicted in plan, profile, and detail sheets prepared during the preparation of the plans.

5. PREPARE 60%-LEVEL PLANS, SPECIFICATIONS, & ESTIMATE (PS&E)

BKF will prepare 60%-level plans for the proposed storm drain improvements. The plans will be prepared on standard City titleblock and will depict the facilities in plan and profile views. The plans will depict the major components of the Project including identified utilities, proposed catch basins and laterals, the proposed storm drain alignment, demolitions and removal items, and the proposed Channel connection. This task includes the preparation of a draft specification package. The specifications will reference the relevant section of the Standard Specifications for Public Works Construction (Greenbook) and will be formatted for consistency with City standards. A preliminary cost estimate will be prepared reflecting the items of work as defined at a 60% level of completion. The 60% PS&E documents will be submitted to the City for review and comments. BKF will incorporate comments into the 90%-level PS&E documents.

6. UTILITY POTHOLING (TEN [10] ASSUMED)

BKF's team member, **T2 Utility Engineers**, will pothole critical utilities. Potholing operations will be conducted following the acceptance of the 60%-level plans by the City. A total of ten (10) potholes are assumed for this task. The exact number of potholes will be based on the final alignment that is determined through the design process. All potholing information will be included on the construction drawings to show potholing locations and all proposed improvements with the elevation of the proposed improvement relative to the found utilities noted. Prior to the beginning of potholing Underground Service Alert (USA) will be notified, traffic control plans will be prepared for approval by the City, and, if necessary, a no-cost encroachment permit will be obtained from the City. Potholes will be backfilled with tailings and patched with cold-mix AC when performed in the street right of way.

7. PREPARE 90%-LEVEL PS&E

Upon City concurrence with the content of the 60%-level documents, the 60%-level plans will be advanced to a 90%-level of completion. The 90%-level plans will comprise a complete plan set for the project including all construction-level details for the proposed improvements. The 90%-level plans will incorporate final utility information as obtained through provider data, coordination, and utility potholing. The 90%-level plan set will be accompanied by a final draft version of the technical specifications, and engineer's estimate for the Project.

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8. PREPARE 100%-LEVEL (FINAL) PS&E

BKF will participate in a document review session with the City to present the 90%-level plans, technical specifications, and the engineer's estimate. Comments issued by the City will be incorporated into these documents for the production of 100%-level plans and technical specifications. The engineer's estimate will undergo final revisions as needed to maintain consistency with the final PS&E documents.

9. ORANGE COUNTY FLOOD CONTROL DISTRICT (OCFCD) ENCROACHMENT PERMIT

The proposed storm drain improvements will discharge into Fullerton Creek Channel, which is an OCFCD facility. Therefore, an encroachment permit will need to obtained for the connection. Upon completion of the PS&E documents, the plans will be submitted to OCPW, who oversees and manages the OCFCD. This task includes providing written responses to comments and incorporating minor plan revisions in response to comments issued by OCPW to obtain the encroachment permit for the City. This task excludes the payment of OCPW/OCFCD fees.

10. BID SUPPORT SERVICES

BKF will address questions raised by prospective contractors regarding the plans and technical specifications during the bidding process. BKF will also assist the City in preparing addenda to the bid package, if required.

11. CONSTRUCTION SUPPORT SERVICES

This task provides for BKF's participation in construction support services as requested by the City. These services may include, but are not limited to, participation in on-site meetings, providing construction observations to confirm consistency with the plans and specifications, the review of shop drawings, and the review product and material submittals. This task also provides for BKF's review and preparation of written responses to requests for information (RFI's) that may be made by the contractor during the construction process. This task assumes approximately 40 man-hours of BKF staff time for purposes of providing construction support services. These services will be provided on a time-and-materials, not-to-exceed basis.

DELIVERABLES

The deliverables that will be produced by BKF through the execution of the Project will include, but will not be limited to, the following items:

- Topographic Mapping of Project Area
- Hydrology & Hydraulic Calculation Package
- Utility Notification Letter and Plans
- Utility Pothole Report
- 60%-Level Plans, Specifications, & Estimates
- 90%-Level Plans, Specifications, & Estimates
- 100%-Level (Final) Plans, Specifications, & Estimates
- OCPW Comment Incorporations
- Bid Support Deliverables
- Construction Support Deliverables

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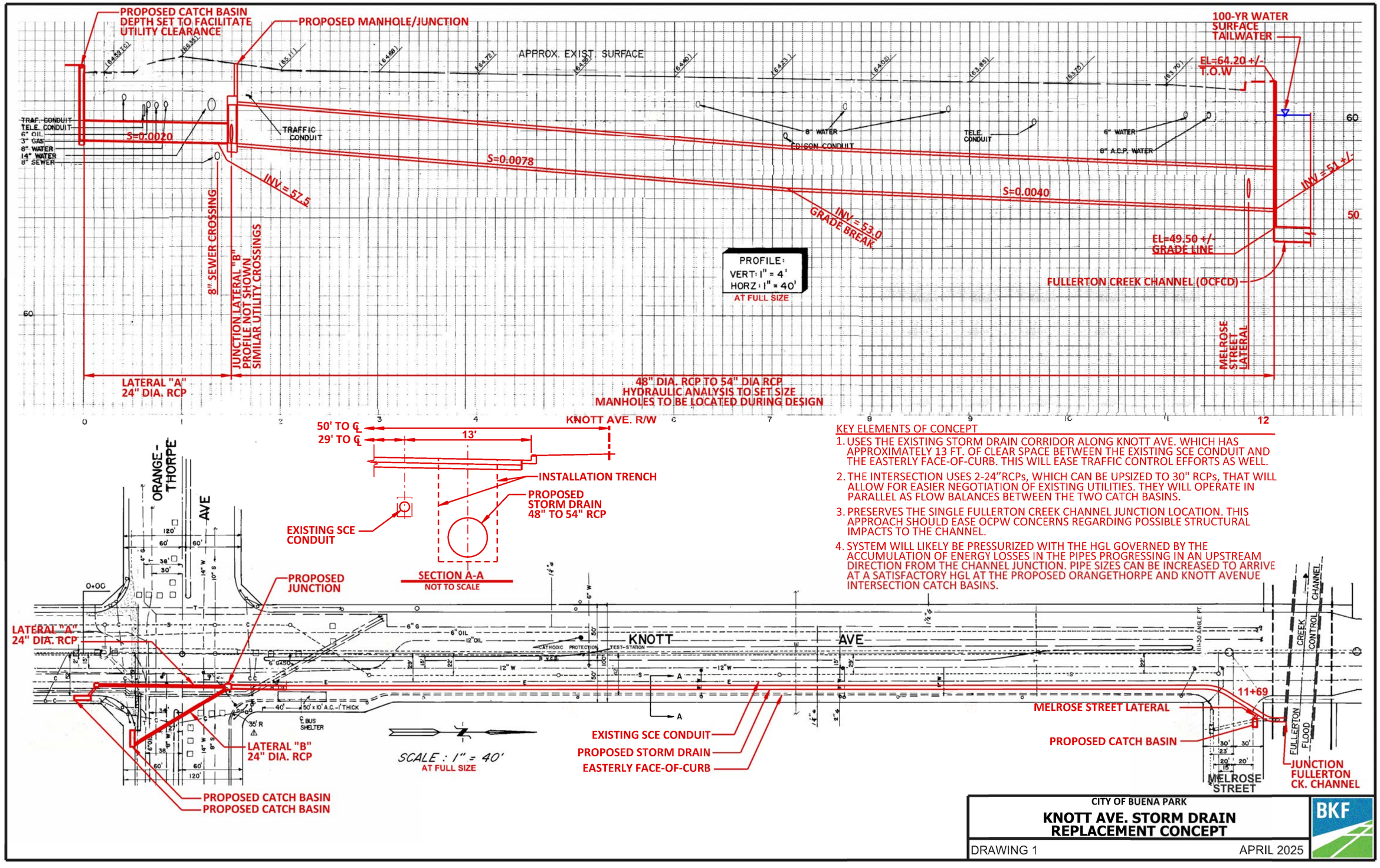

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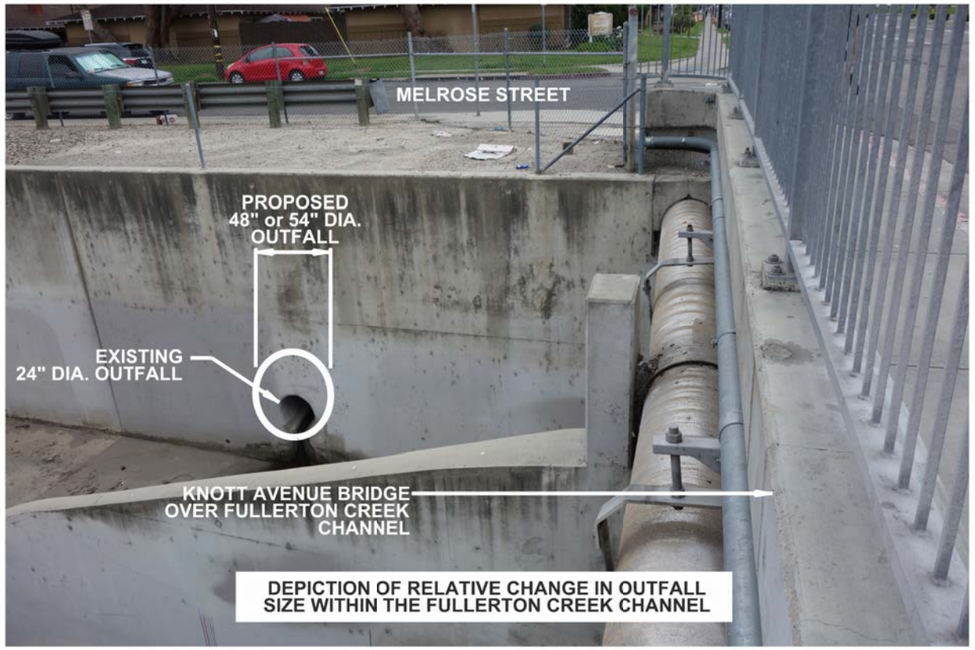

DEPICTION OF RELATIVE CHANGE IN OUTFALL SIZE WITHIN THE FULLERTON CREEK CHANNEL

DEPICTION OF PIPE ALIGNMENT IN KNOTTS AVENUE PARALLEL WITH EXISTING SCE ELECTRICAL LINE

CITY OF BUENA PARK

KNOTT AVE. STORM DRAIN REPLACEMENT CONCEPT

DRAWING 2 APRIL 2025

BKF

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B. CONSULTANT'S REPRESENTATIVE

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450+ Employees

17 West Coast Offices

175 Professional Engineers & Surveyors

BKF Engineers

For over 110 years, BKF Engineers has partnered with community visionaries to design and build facilities, housing, resources, and infrastructure that have supported our growing and evolving population for the last 110 years. Through our network of 17 West Coast offices, over 450 engineers, land surveyors, and professionals have the training and expertise to realize clients' dreams. Whether it's seemingly impossible or complicated, we're called upon by partners for our accurate data, strategy, and engineering design, time and time again. We offer a number of specialty services, including agency permit expediting, grant/funding strategies, sustainable infrastructure, site accessibility consulting, hydrology/hydraulics, traffic signal and traffic handling designs, utility locating services, automated construction surveying monitoring, and 3D laser scanning. With our commitment to excellence and innovation, BKF Engineers continues to successfully deliver sustainable and dynamic projects that positively impact our communities and partners.

PROJECT MANAGER SPOTLIGHT

DAN VILLINES, PE, QSD/P

PROJECT MANAGER

Dan offers 35 years of professional civil engineering experience in the technical field of water resources. His ability to identify cost-effective solutions tailored to specific project needs has made him a trusted partner for many cities and flood control districts. His experience includes hydraulic and structural analyses for the preparation of design plans, specifications and cost estimates for storm drain facilities, flood walls, dams, detention basins, water supply, wastewater, and regional flood control facilities.

As Project Manager, Dan will be the main point of contact between the City and the BKF project team, verifying project requirements, timelines, and verifying that deliverables are met. His day-to-day activities will including working with key staff to develop a tailored approach specific to the City's needs, monitoring schedules, and managing budget. He will be responsible for implementing overall Project strategy, and confirming that the Project is in conformance with the City's goals and objectives.

SUBCONSULTANT SUPPORT

T2 utility engineers

Potholing Services

T2 UES, Inc. dba T2 Utility Engineers (T2ue) provides a full range of Utility Engineering services, including Subsurface Utility Engineering (SUE), advanced geophysics, test holes/potholing, surveying, and utility coordination to support infrastructure projects in the United States (US) and Canada. Recognized as a leader in managing the risks associated with above-ground and sub-surface utilities, T2ue staff have the experience and expertise with managing projects of all sizes, from small development jobs to large-scale billion dollar infrastructure projects for public and private clients.

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C. PROJECT TEAM

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WE ARE ORGANIZED TO SUPPORT YOU

BKF has assigned professional engineers to specific roles based on the professionals' expertise and availability. Key positions required to execute project responsibilities will remain appropriately staffed throughout the life of the contract. We are organized for a quick response to address your needs and are able to meet tight schedules. If needed, BKF has the resources to provide additional experienced personnel, office support, and/or field staff. With a total staff of over 450 employees, including 151 licensed civil engineers and 24 licensed land surveyors from which to draw resources, we are able to schedule multiple tasks simultaneously to respond to project needs quickly.

PRINCIPAL-IN-CHARGE

Tom West, MBA, PE
BKF ENGINEERS

PROJECT MANAGER

Dan Villines, PE
BKF ENGINEERS

QA/QC

Sravan Paladugu, PE, QSD/P, CFM
BKF ENGINEERS

TECHNICAL RESOURCES

Hydrology & Hydraulics
Roger Chung, PE, CFM, QSD/P, ENV SP
BKF ENGINEERS

OCPW Coordination
Phil Jones, PE, QSD/P
BKF ENGINEERS

PS&E
Robin Hayes, PE
BKF ENGINEERS

Survey
David Jungmann, PLS
BKF ENGINEERS

Potholing
Arthur Glen Robinson, PE
T2 UTILITY ENGINEERS

BKF ENGINEERS, SURVEYORS, PLANNERS
450+ SUPPORT STAFF

BENEFITS WE BRING TO THE CITY

A project team with **110+ years of water resources design experience** in Orange, Los Angeles, Riverside, San Bernardino, Kern, & San Diego Counties

A project team that has been involved with **water resources design, planning, and infrastructure projects** throughout Southern California

A project team **familiar with the City's systems and standards,** allowing us to integrate seamlessly with your staff to deliver the Knott Avenue Storm Drain Upsize Project Plans on time and budget

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

City of Buena Park
Knott Avenue Storm Drain Upsize Project
Orangethorpe Avenue to Melrose Street

ESTIMATED BKF HOURS

Task Description	BKF ENGINEERS					Total hrs
	SPM hrs	SPE hrs	DE hrs	SC hrs	CM hrs	
1. Project Management, Meetings, QA/QC	24					24
2. Survey and Mapping	4	16		16	16	52
3. Hydrology and Hydraulic Analyses	2	24	8			34
4. Utility Search and Coordination	4	24				28
5. 60%-Level Plans, Specifications and Estimates [4 Sheets]	4	40	8			52
6. Utility Potholing (10 Locations)*	4					4
7. 90%-Level Plans, Specifications and Estimates [4 Sheets]	4	24	8			36
8. 100%-Level (Final) Plans, Specifications and Estimates [4 Sheets]	4	16				20
9. OCFCD Encroachment Permit	12	8				20
10. Bid Support Services	8					8
11. Construction Support Services	10	30				40
GRAND TOTAL HOURS	**80**	**182**	**24**	**16**	**16**	**318**

Classification Descriptions:
SPM = Senior Project Manager
SPE = Project Manager
DE = Design Engineer
SC = Survey Chief
CM = Survey Chainman

Note: * - The potholing contractor, T2 Utility Engineers, is represented by a fee that is not related to BKF staff hours.

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D. REFERENCES

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

PEACOCK RIDGE ROAD DRAINAGE IMPROVEMENTS

Rancho Palos Verdes, CA

BKF provided the design and construction of a replacement storm drain line for the City of Rancho Palos Verdes. The existing 18-inch storm drain, a corrugated metal pipe, had collapsed due to corrosion. The replacement line consisted of parallel 10-inch HDPE pipes. The project included the construction of a new inlet on Peacock Ridge Road and, when completed, relieved flooding of the street and nearby properties. Services included hydrology and hydraulic studies, alternative analyses, preparation of final PS&E documents, and construction support. (*2024 - 2025*)

Reference: Jeremiah Sunwoo, Assoc. Engineer, City of Rancho Palos Verdes | 310.544.5253 | jsunwoo@rpvca.gov

VIA MONTEGO STORM DRAIN IMPROVEMENTS

San Clemente, CA

Dan Villines managed the design of approximately 1,200 linear feet of storm drain pipe and new catch basins along Vias Montego and Cascadita in the City of San Clemente. The project used RCP storm drain, including a 100-foot length of jack-and-bore installation beneath an existing pedestrian undercrossing of Via Montego. Installations depths varied from approximately five feet to 20-feet. Services included hydrology and hydraulic studies, alternative analyses and presentations, project report preparation, and the preparation of final PS&E documents. (*2018 - 2020*)

Reference: Amir Ilkhanipour, Sr. Civil Engineer, City of San Clemente | 949.361.6140 | ilkhanipoura@san-clemente.org

GALAXY DRIVE STORM DRAIN REPAIR

Newport Beach, CA

The rear slope of the property at 1930 Galaxy Drive in Newport Beach experienced a landslide into the adjacent Upper Newport Bay, which permanently damaged an existing storm drain line that collected flow from the surrounding development and conveyed it to the bay. Dan Villines was retained to develop an interim storm drain plan that bypassed stormwater around the landslide area. Additional work included alternatives development for permanent rerouting of storm water to alternative discharge points in the bay. (*2023 - 2025*)

Reference: Robert Stein, Asst. City Engineer, City of Newport Beach | 949.644.3322 | rstein@newportbeachca.gov

DEL AMO STORM DRAIN CHANNEL, I-196

Torrance, CA

The existing Del Amo Storm Drain Channel begins immediately downstream of Del Amo Boulevard in the City of Torrance. In its existing state, the earthen channel shows signs of slope instability along its embankments due to lateral erosion. BKF was selected to investigate the channel conveyance requirements and develop alternatives. BKF is supporting preparation of the California Environmental Quality Act (CEQA) document through environmental impact evaluations, and coordinating permits with the County to allow for the connection of the Project to the existing LACFCD channel. (*2021 - 2025*)

Reference: Wilson Mendoza, Asst. Engineer, City of Torrance 310.618.5923 | wmendoza@torranceca.gov

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E. SCHEDULE

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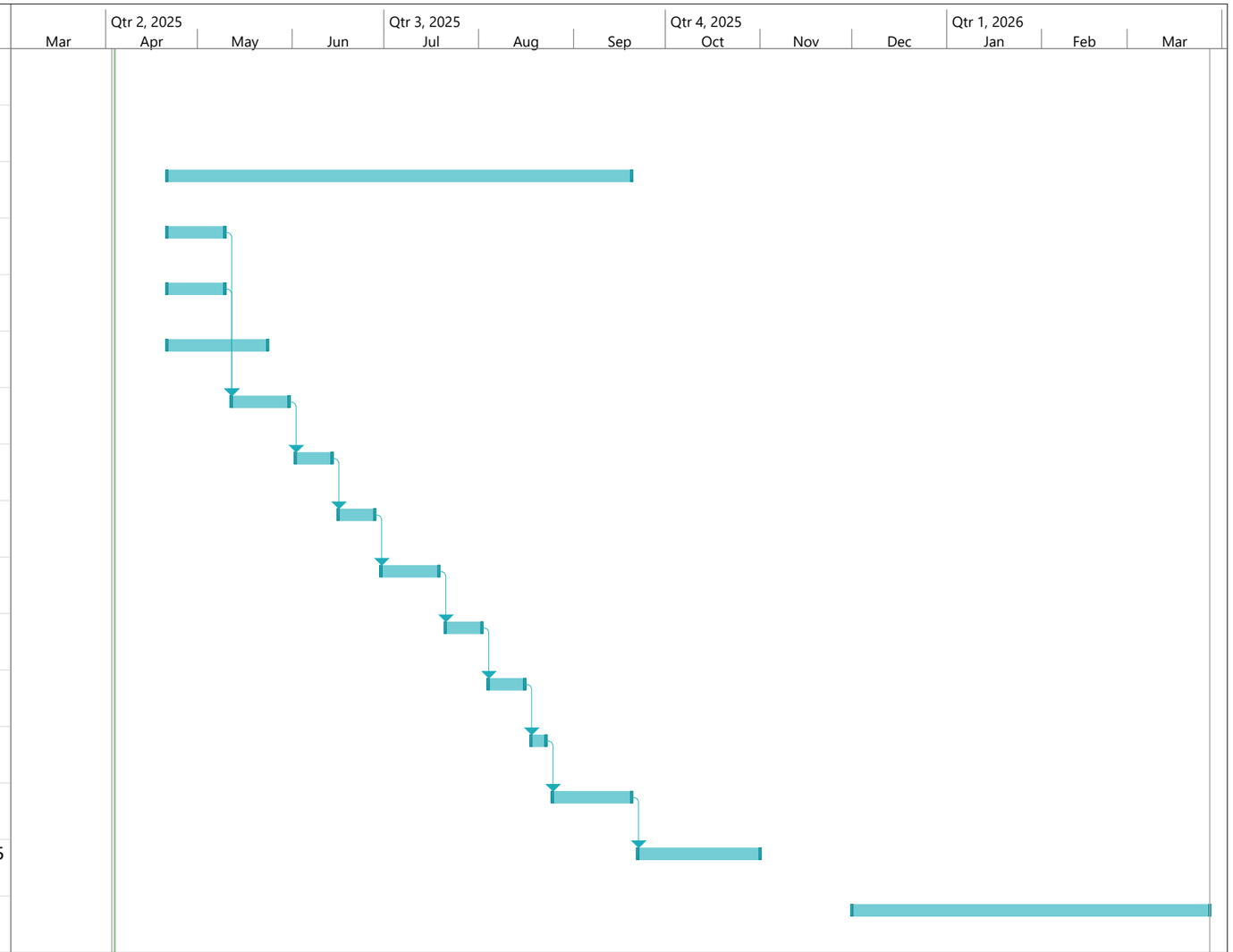
PROPOSED PROJECT SCHEDULE

Task Name	Duration	Start	Finish
1. Project Management, Meetings, QA/QC	110 days	Mon 4/21/25	Fri 9/19/25
2. Survey and Mapping	15 days	Mon 4/21/25	Fri 5/9/25
3. Hydrology and Hydraulic Analyses	15 days	Mon 4/21/25	Fri 5/9/25
4. Utility Search and Coordination	25 days	Mon 4/21/25	Fri 5/23/25
5. 60%-Level Plans, Specifications and Estimates	15 days	Mon 5/12/25	Fri 5/30/25
City Review of 60% PS&E	10 days	Mon 6/2/25	Fri 6/13/25
6. Utility Potholing	10 days	Mon 6/16/25	Fri 6/27/25
7. 90%-Level Plans, Specifications and Estimates	15 days	Mon 6/30/25	Fri 7/18/25
City Review of 90% PS&E	10 days	Mon 7/21/25	Fri 8/1/25
8. 100%-Level (Final) Plans, Specifications and Estimates	10 days	Mon 8/4/25	Fri 8/15/25
City Review of 100% PS&E	5 days	Mon 8/18/25	Fri 8/22/25
9. OCFCD Encroachment Permit	20 days	Mon 8/25/25	Fri 9/19/25
10. Bid Support Services	30 days	Mon 9/22/25	Fri 10/31/25
11. Construction Support Services	85 days	Mon 12/1/25	Fri 3/27/26



Project: Schedule
Date: Fri 4/4/25

Task
Split
Milestone
Summary
Project Summary
Inactive Task
Inactive Milestone
Inactive Summary
Manual Task
Duration-only
Manual Summary Rollup
Manual Summary
Start-only
Finish-only
External Tasks
External Milestone
Deadline
Progress
Manual Progress

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F. DESIGN BUDGET

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City of Buena Park
Knott Avenue Storm Drain Upsize Project
Orangethorpe Avenue to Melrose Street

ESTIMATED FEES & EXPENSES

Task Description	BKF ENGINEERS					Total Fees		Expenses	Task Total	
	SPM	SPE	DE	SC	CM					
	hrs	hrs	hrs	hrs	hrs	hrs	Fees		hrs	Fess
1. Project Management, Meetings, QA/QC	24					24	$6,672		24	$6,672
2. Survey and Mapping	4	16		16	16	52	$10,968		52	$10,968
3. Hydrology and Hydraulic Analyses	2	24	8			34	$7,580		34	$7,580
4. Utility Search and Coordination	4	24				28	$6,704		28	$6,704
5. 60%-Level Plans, Specifications and Estimates [4 Sheets]	4	40	8			52	$11,864		52	$11,864
6. Utility Potholing (10 Locations)	4					4	$1,112	$14,925 *	4	$16,037
7. 90%-Level Plans, Specifications and Estimates [4 Sheets]	4	24	8			36	$8,136		36	$8,136
8. 100%-Level (Final) Plans, Specifications and Estimates [4 Sheets]	4	16				20	$4,840		20	$4,840
9. OCFCD Encroachment Permit	12	8				20	$5,200		20	$5,200
10. Bid Support Services	8					8	$2,224		8	$2,224
11. Construction Support Services	10	30				40	$9,770		40	$9,770
GRAND TOTAL HOURS	**80**	**182**	**24**	**16**	**16**	**318**			**318**	
GRAND TOTAL FEES	**$22,240**	**$42,406**	**$4,296**	**$3,728**	**$2,400**		**$75,070**	**$14,925**		**$89,995**
RATES ($/Hr):	**$278**	**$233**	**$179**	**$233**	**$150**					

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SPM = Senior Project Manager
SPE = Project Manager
DE = Design Engineer
SC = Survey Chief
CM = Survey Chainman

Note: * - T2 Utility Engineers

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APPENDIX

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DAN VILLINES, PE

PROJECT MANAGER

Dan offers 35 years of professional civil engineering experience in the technical field of water resources. His ability to identify cost-effective solutions tailored to specific project needs has made him a trusted partner for many cities and flood control districts. His experience includes hydraulic and structural analyses for the preparation of design plans, specifications and cost estimates for storm drain facilities, flood walls, dams, detention basins, water supply, wastewater, and regional flood control facilities.

As Project Manager, Dan will be the main point of contact between the City and the BKF project team, verifying project requirements, timelines, and verifying that deliverables are met. His day-to-day activities will including working with key staff to develop a tailored approach specific to the City's needs, monitoring schedules, and managing budget. He will be responsible for implementing overall Project strategy, and confirming that the Project is in conformance with the City's goals and objectives.

EDUCATION

B.S., Civil Engineering, California State Polytechnic University at Pomona

REGISTRATION

Professional Civil Engineer, CA No. C55210

TOTAL YEARS EXPERIENCE

35 years, 5 with firm

SELECT PROJECT EXPERIENCE

City of Rancho Palos Verdes
Peacock Ridge Road Drainage Improvements Project
Rancho Palos Verdes, CA

City of San Clemente
Via Montego Storm Drain Improvements Project
San Clemente, CA

City of Newport Beach
Galaxy Drive Storm Drain Repair
Newport Beach, CA

City of Torrance
Del Amo Storm Drain Channel, I-196 Project
Torrance, CA

City of Colton
Meridian Storm Drainage Project
Colton, CA

Gerson Bakar & Associates
Park Newport Apartments Storm Drain Rehabilitation
Newport Beach, CA

City of Newport Beach
Balboa Island Storm Drain Hydraulics & Hydrology Study Plan Check
Newport Beach, CA

City of Chino
Benson Avenue Storm Drain Extension Project
Chino, CA

City of San Clemente
Frontera & Pico Storm Drain Consulting Services
San Clemente, CA

Jedson Engineering, Inc.
Highlander Solar Farm Rainfall Runoff Drainage Study
Twentynine Palms, CA

Los Alisos Ranch Company, LLC
Sublett I-405 Drainage Evaluation Project
Westminster, CA

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TOM WEST, MBA, PE

PRINCIPAL-IN-CHARGE

Tom specializes in leading and managing complex, high-profile projects that integrate water resources planning, water quality, stakeholder involvement, multi-agency partnership and funding/ financing. For over 30 years, Tom has served as a project manager, a water quality and treatment specialist, and planning, management, and financing consultant for more than 100 cities and special districts throughout California.

As Principal-in-Charge, Tom will oversee the contract to verify that it aligns with project goals and client expectations. He prioritizes client satisfaction through clear communication and prompt resolution of concerns. His leadership establishes proper engagement among stakeholders, driving the team to deliver high-quality results.

EDUCATION

MBA, Management, University of California, Los Angeles

M.S., Civil Engineering, Stanford University

B.S., Civil Engineering, University of California, Los Angeles

REGISTRATION

Professional Civil Engineer CA No. 52919

TOTAL YEARS EXPERIENCE

31 years, 1 with firm

SELECT PROJECT EXPERIENCE

City of Manhattan Beach
14th Street Storm Drain Improvement Project
Manhattan Beach, CA

City of Rancho Palos Verdes
Peninsula Verde Drive BMP
Rancho Palos Verdes, CA

County of San Bernardino
Bandicoot Basin
Hesperia, CA

City of Los Angeles - Sanitation & Environment
Los Angeles River Stormwater Harvesting Project*
Los Angeles, CA

City of La Mirada/John L. Hunter Associates
Behringer Park Regional Stormwater Project*
La Mirada, CA

City of La Mirada
La Mirada Creek Park Feasibility Study*
La Mirada, CA

City of Santa Monica
Marine Park Stormwater Project*
Santa Monica, CA

City of Los Angeles
Temescal Canyon Stormwater BMP Project Phase II*
Los Angeles, CA

City of Los Angeles
Penmar Park Stormwater Quality Improvement Project* Phase II
Los Angeles, CA

**Non-BKF Project*

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

SRAVAN PALADUGU, PE, CFM, QSD/P

QA/QC MANAGER

Sravan is an experienced water resources engineer with expertise in all project phases, including planning, design, and construction. He has worked on numerous large capital improvement projects, overseeing them from inception to completion. Additionally, Sravan has authored technical studies and is responsible for preparing plans, specifications, and estimates for various lift/pump station projects and water, sewer, and storm pipeline projects. He has successfully completed multiple Capital Improvement Projects, with construction budgets ranging from $300K to $22M. He has a comprehensive understanding of project elements, including site and utility constraints, environmental impacts, traffic control, easements, constructibility analyses, and public outreach. He also has hands-on experience in overseeing construction aspects.

As QA/QC Manager, Sravan will verify that all deliverables are accurate, reliable, and meet City's expectations. He will provide rigorous QA/QC to validate data inputs, modeling assumptions, and analytical methodologies to confirm that they align with current standard practices. He will also review deliverables, such as technical reports, maps, and recommendations, to eliminate errors, enhance clarity, and meet project goals.

EDUCATION

M.S., Civil Engineering, University of Utah, Salt Lake City

B.S., Civil Engineering, Osmania University, India

REGISTRATION

Professional Civil Engineer, CA No. 74343

CERTIFICATIONS

Qualified SWPPP Developer and Practitioner, No. 00993

Certified Floodplain Manager (CFM)

TOTAL YEARS EXPERIENCE

20 years, 12 with firm

SELECT PROJECT EXPERIENCE

City of Daly City
Storm Drain Master Plan
Daly City, CA

Town of Atherton
Drainage Design Criteria Update
Atherton, CA

City of San Jose
Charcot Area Storm Drain System Improvements
San Jose, CA

City of Sunnyvale
Storm Drain Outfall Rehabilitation Project
Sunnyvale, CA

City of Cupertino
Pumpkin-Fiesta Storm Drain Improvements Project
Cupertino, CA

Tarlton Properties
Menlo Park Labs Drainage Master Plan
Menlo Park, CA

Town of Hillsborough
Lookout Road Drainage Improvements Project
Hillsborough, CA

Town of Hillsborough
Shady Lane Drainage Improvements Project
Hillsborough, CA

City of Modesto
As-Needed Storm Drain & Wastewater Design Services
Modesto, CA

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

ROGER CHUNG, PE, CFM, QSD/P, ENV SP

HYDROLOGY & HYDRAULICS

Roger has 25 years of civil engineering experience with expertise in hydrology, hydraulic and structural analysis for the preparation of drainage studies, drainage master plans and the preparation of design plans, specifications, and cost estimates for water supply and flood control facilities. He has been involved in the hydraulic analysis and design of numerous water recharge and flood control projects in San Bernardino, Riverside, Orange, Los Angeles, San Diego, Kern and Ventura Counties.

As the Hydraulics & Hydrology Task Lead, Roger will be responsible for overseeing project design and verifying it meets City standards expectations. Additionally, he will be responsible for hydrologic & hydraulic analysis and design.

EDUCATION

B.S., Environmental Engineering, University of California at Irvine

B.S., Civil Engineering, University of California at Irvine

REGISTRATION

Professional Civil Engineer, CA No. 65388

CERTIFICATIONS

Qualified Stormwater Pollution Prevention Plan Developer/ Practitioner (QSD) No. 20600

Certified Floodplain Manager No. US-19-11182, Association of State Floodplain Managers

Envision Sustainability Professional (ENV SP) No. 43157

TOTAL YEARS EXPERIENCE

25 years, 3 with firm

SELECT PROJECT EXPERIENCE

City of Rancho Palos Verdes
Peacock Ridge Road Drainage Improvements Project
Rancho Palos Verdes, CA

City of San Clemente
Via Montego Storm Drain Improvements Project"
San Clemente, CA

City of Colton
Meridian Storm Drainage Project
Colton, CA

City of Chino
Benson Avenue Storm Drain Extension Project
Chino, CA

City of Newport Beach
Storm Drain Master Plan*
Newport Beach, CA

City of Lancaster
Drainage Master Plan Update*
Lancaster, CA

City of San Clemente
Drainage & Stormwater Master Plans*
San Clemente, CA

City of San Clemente
Avenida Columbo Storm Drain Rehabilitation Project*
San Clemente, CA

City of San Clemente
Via Ballena Storm Drain Relocation Project*
San Clemente, CA

City of Laguna Beach
Anita Street Storm Drain Improvement Project*
Laguna Beach, CA

City of Laguna Beach
Citywide Storm Drain Rehabilitation & Lining Project*
Laguna Beach, CA

City of Laguna Beach
Temple Hills Drive Storm Drain Improvements Project*
Laguna Beach, CA

Irvine Business Complex
Master Drainage Study Update
Irvine, CA

University of California, Irvine
Drainage Master Plan*
Irvine, CA

**Non-BKF Project*

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

PHIL JONES, [LICENSES], [CERTIFICATIONS]

OCPW COORDINATION

Phil has 35 years of experience managing engineering design, maintenance, and construction administration services for various public works projects, including flood control facilities, roadways, bridges, and bicycle and pedestrian pathways. For more than 30 years, Phil served within the County of Orange, OC Public Works Department (OCPW) in the Design, Construction, and Operations & Maintenance Divisions, on behalf of the County of Orange and the Orange County Flood Control District (OCFCD), with the mission of protecting Orange County areas from the threat and damage of flooding.

EDUCATION

M.S., Civil Engineering, California State University, Long Beach

B.S., Civil Engineering, California State University, Long Beach

A.A., Architecture & Construction Technology, Saddleback Community College

REGISTRATION

Professional Civil Engineer, CA No. 44010

CERTIFICATIONS

Qualified Stormwater Pollution Prevention Plan Developer/ Practitioner (QSD) No. 20073

TOTAL YEARS EXPERIENCE

35 years, 2 with firm

SELECT PROJECT EXPERIENCE

City of San Clemente
Montalvo Canyon Drainage Study
San Clemente1, CA

Orange County Flood Control District (OCFCD)
East Garden Grove-Wintersburg Channel and Fullerton Creek Channel Project*
Garden Grove, CA

City of Pomona
Stormwater Master Plan
Pomona, CA

City of Costa Mesa
Fairview Road Safety Improvements - Drainage Study*
Costa Mesa, CA

Orange County Public Works
Earthen Channel Repair Guidelines Project*
City, CA

Orange County Flood Control District (OCFCD)
Laguna Audubon Retarding Basin Improvements Project*
Aliso Viejo, CA

OC Parks
Carbon Canyon Regional Park Preliminary Design Report*
Brea, CA

Irvine Ranch Water District
Lower San Diego Creek Tributaries Urban Runoff Diversions Alternatives Feasibility Study*
Irvine, CA

City of Rancho Palos Verdes
Landslide Program Management
Rancho Palos Verdes, CA

City of Rancho Palos Verdes
Altamira Canyon Creek Restoration Project*
Rancho Palos Verdes, CA

**Non-BKF Project*

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

ROBIN HAYES, PE

PS&E

Robin Hayes has over 16 years of civil engineering experience in the field of water resources. Her technical experience includes hydrology and hydraulic analysis for the preparation of drainage studies and the preparation of design plans, specifications, and cost estimates for detention basins, channels, catch basins, storm drains and support facilities. She has considerable experience with the modeling of existing and engineered flows using computer based design programs such as CivilD, AES, HEC-RAS, HEC-HMS, WSPG, and FlowMaster. Robin has been involved in the hydraulic analysis and design of several water resource and flood control projects in San Bernardino, Riverside, Orange and Los Angeles Counties.

EDUCATION

B.S., Civil Engineering, University of California at Irvine

REGISTRATION

Professional Civil Engineer, CA No. 72337

TOTAL YEARS EXPERIENCE

16 years, 4 with firm

SELECT PROJECT EXPERIENCE

City of Newport Beach
Galaxy Drive Storm Drain Repair Project
Newport Beach, CA

City of Torrance
Del Amo Storm Drain Channel, I-196 Project
Torrance, CA

City of Colton
Meridian Storm Drainage Project
Colton, CA

City of Chino
Benson Avenue Storm Drain Extension Project
Chino, CA

Gerson Bakar & Associates
Park Newport Apartments Storm Drain Rehabilitation
Newport Beach, CA

Los Alisos Ranch Company, LLC
Sublett I-405 Drainage Evaluation Project
Westminster, CA

Jedson Engineering, Inc.
Highlander Solar Farm Rainfall Runoff Drainage Study
Twentynine Palms, CA

MPV Investment Group
1648 - 1652 Storm Drain Realignment
City, CA

Citadel Law Corporation
Project Name
City, CA

Owner/District/Agency
621 Marazon Lane Drainage Review
Vista, CA

City of San Clemente
Frontera & Pico Storm Drain Consulting Services
San Clemente, CA

MPV Investment Group
1648 - 1652 Storm Drain Realignment Project
Costa Mesa, CA

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

DAVID JUNGMANN, PLS

SURVEY

David has an extensive amount of surveying experience. He manages survey crews, client coordination, crew scheduling, information management, field and office calculations, and various types of map production. David is also well versed in the resolution of property lines and right of way lines based on field measurements and record mapping of the subject area as well as the drafting of mapping for Records of Survey, Corner Records, and Parcel Maps. His responsibilities involve project management of all survey projects including scheduling, budget tracking, dispatching, supervision of crews, and coordination of the office and field surveyors.

REGISTRATION

Professional Land Surveyor, CA No. 9267

TOTAL YEARS EXPERIENCE

37 years, 10 with firm

SELECT PROJECT EXPERIENCE

City of Manhattan Beach
14th Street Storm Drain Improvements Project
Manhattan Beach, CA

Town of Hillsborough
Shady Lane Drainage Improvements Project
Hillsborough, CA

Town of Hillsborough
A2 - Phase II Drainage Improvements Project
Hillsborough, CA

City of Cupertino
Pumpkin-Fiesta Storm Drain Improvements Project
Cupertino, CA

City of San Jose
Charcot Area Storm Drain System Improvements
San Jose, CA

Granite Rock Co.
Drainage Improvements Project
Redwood City, CA

Balco Properties
2855 Mandela Parkway Drainage Improvements
Emeryville, CA

City of Newport Beach
Old Newport Boulevard Topographic Survey
Newport Beach, CA

County of San Mateo
As-Needed Professional Services for Flood Resiliency - Survey Support Services
San Mateo County, CA

County of San Mateo
1560 Seneca Lane Mudslide Mitigation & Improvements
San Mateo County, CA

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ARTHUR GLEN ROBISON, PE

POTHOLING

Glen has over 19 years of civil engineering, due diligence, design and project management experience. His expertise is in Subsurface Utility Engineering (SUE), land development, site design, water quality management plans, road widening and rehabilitation, storm drain and drainage, water and sewer facilities, signing and striping, retaining walls and traffic handling services for a variety of private and municipal agencies. Glen is well versed in all aspects of utility investigations including research, mapping, field investigations, survey, design and deliverable production.

Glen certifies and seals deliverables against negligent errors and omissions, and assures that the standards of care for all utility investigations are achieved.

EDUCATION

B.S. Civil Engineering, California State University at Long Beach

REGISTRATION

Professional Civil Engineer, CA No. 78222

TOTAL YEARS EXPERIENCE

19 years, 6 with firm

SELECT PROJECT EXPERIENCE

Los Angeles County Sanitation Districts (LACSD)
Joint Water Pollution Control Plant Effluent Outfall Tunnel
Los Angeles, CA

Orange County Sanitation District (OC San)
Project No. 2-49
Orange, CA

Orange County Sanitation District (OC San)
Project No. 5-67
Newport Beach, CA

City of Dana Point
Doheney Village Connectivity
Dana Point, CA

Los Angeles Community College District
Subsurface Utility Engineering (SUE) Services
Los Angeles, CA

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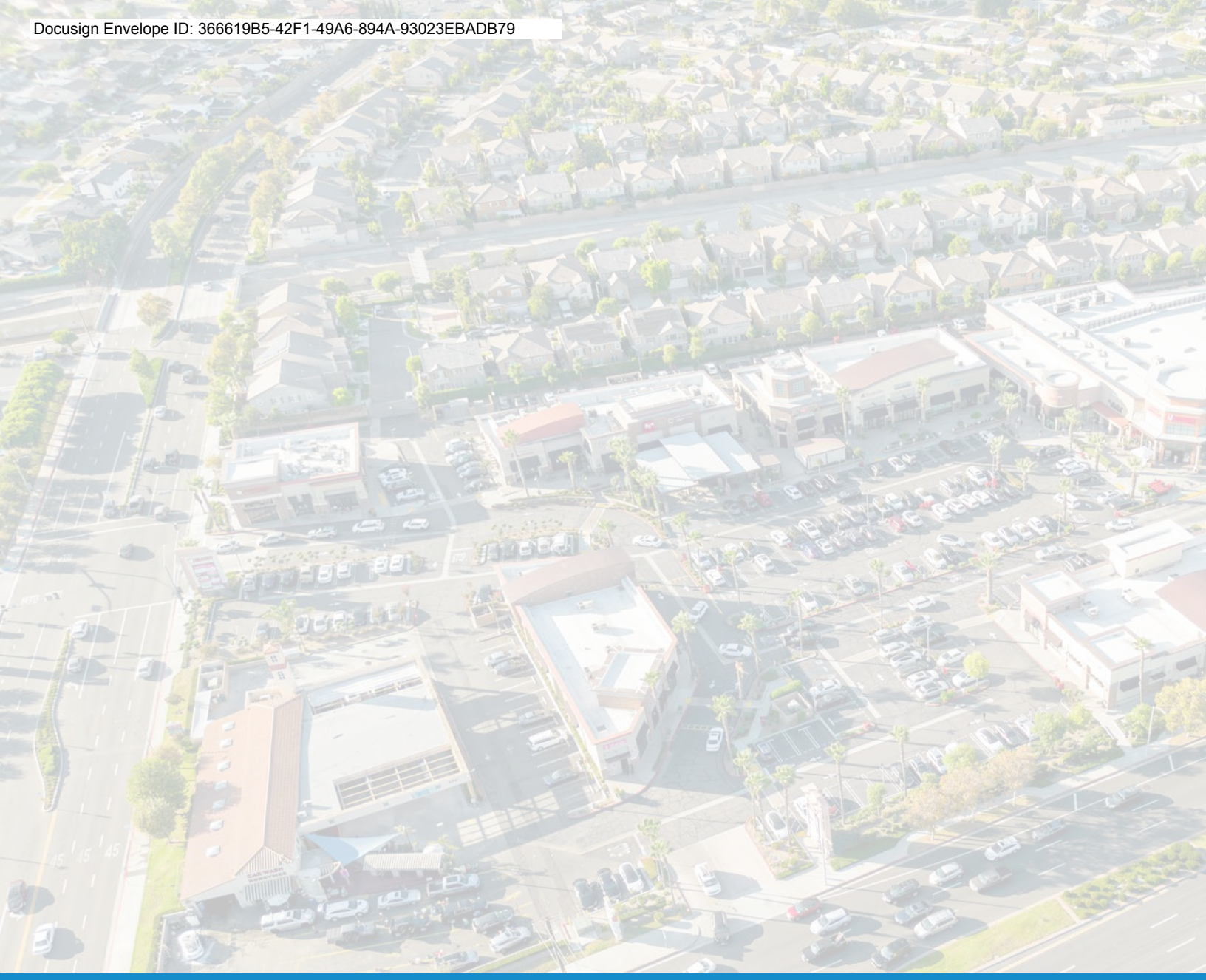

CONTACT

DAN VILLINES
(949) 526-8488
dvillines@bkf.com

BKF

Docusign Envelope ID: 366619B5-42F1-49A6-894A-93023EBADB79

EXHIBIT B

PUBLIC WORKS - CALIFORNIA LABOR CODE REQUIREMENTS

(Labor Code §§ 1720 *et seq*., 1813, 1860, 1861, 3700)

If the Services, in whole or in part, constitute "public works" as defined by California law, then CONSULTANT shall comply with the terms and conditions set forth in this PUBLIC WORKS EXHIBIT.

"Public works" include, but is not limited to the following: BOUNDARY SURVEY WORK, TOPOGRAPHICAL SURVEY WORK, RELOCATION WORK, CONSTRUCTION INSPECTION, TESTING AND OVERSIGHT SERVICES, SITE ASSEMBLY WORK, PRECONSTRUCTION TESTING AND INSPECTION SERVICES, INSTALLATION AND REMOVAL OF TEMPORARY FENCING AT PROJECT SITES, OR GEOTECHNICAL WORK (INCLUDING SOIL AND COMPACTION TESTING, FIELD TECHNICIAN OBSERVATION OF ALL TRENCHING AND BACKFILL OPERATIONS, AND FIELD TECHNICIAN INSTALLATION OF MONITORING DEVICES).

As to any portion of the Services that are "public works," CONSULTANT shall comply in all respects with all applicable provisions of the California Labor Code, including the following:

1. This Agreement is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and CITY and CONSULTANT agree to be bound by all the provisions thereof as though set forth fully in this Agreement.

2. CONSULTANT shall be registered with the Department of Industrial Relations ("DIR") in accordance with California Labor Code Section 1725.5 and has provided proof of registration to CITY prior to the Effective Date of this Agreement.

3. CONSULTANT agrees to comply with the provisions of California Labor Code Sections 1771, 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The applicable prevailing wage determination(s) may be obtained at:

   http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm.

   Applicable prevailing wage determinations are also are on file with CITY and are available to any interested party upon request. CONSULTANT shall, as a penalty to CITY, forfeit not more than two-hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of Industrial Relations for the work or craft in which the worker is employed for any public work done under this Agreement by CONSULTANT or by any subcontractor.

4. Pursuant to California Labor Code Section 1771.4, CONSULTANT's services are subject to compliance monitoring and enforcement by the Department of Industrial Relations. CONSULTANT shall post job site notices as prescribed by DIR regulations and furnish the records specified in California Labor Code Section 1776 directly to the Labor Commissioner in the manner prescribed by California Labor Code Section 1771.4(a)(3) and (c)(2).

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5. CONSULTANT shall comply with the provisions of California Labor Code Section 1776 which, among other things, require CONSULTANT and each subcontractor to (1) keep accurate payroll records, (2) certify and make such payroll records available for inspection as provided by Section 1776, and (3) inform CITY of the location of the records. CONSULTANT is responsible for compliance with Section 1776 by itself and all of its subcontractors.

6. CONSULTANT shall comply with the provisions of California Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONSULTANT is responsible for compliance with Section 1777.5 by itself and all of its subcontractors.

7. CONSULTANT shall comply with the provisions of California Labor Code Section 1813 concerning penalties for workers who work excess hours. CONSULTANT shall, as a penalty to CITY, forfeit twenty-five dollars ($25) for each worker employed in the execution of this Agreement by CONSULTANT or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code.

8. California Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, CONSULTANT hereby certifies as follows:

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

5/22/2025 | 10:37:03 AM PDT	DocuSigned by: Greg Hurd 74E07486AAA54C7...
DATE	SIGNATURE OF AUTHORIZED OFFICIAL
BKF Engineers	Greg Hurd President | CEO
NAME OF COMPANY	NAME, TITLE

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EXHIBIT C

REQUIRED FOR ALL CONTRACTS AWARDED BY THE CITY COUNCIL
(OTHER THAN COMPETITIVELY BID, LABOR, OR PERSONAL EMPLOYMENT CONTRACTS)

LEVINE ACT DISCLOSURE STATEMENT

California Government Code section 84308, commonly referred to as the "Levine Act," precludes an elected or appointed officer of a local government agency from making, participating in, or in any way attempting to influence the awarding of a contract by the agency if the officer receives any political contributions totaling more than $500 in the 12 months preceding the contract award, during the proceeding leading to the contract award, and for 12 months following the final decision on the contract, when the contribution is from any person that has a financing interest in the contract. This prohibition applies to contributions made directly to the officer, received by the officer on behalf of any other officer, or received on behalf of any candidate for office or on behalf of any committee. The Levine Act also requires disclosure of any such contributions to be made by a party to be awarded a contract by the local agency. The Levine Act does not apply to contracts that are competitively bid, labor, or personal employment contracts.

LEVINE ACT DISCLOSURES:

1. Have you or your company, or any agent on behalf of you or your company, made any contributions of more than $500 to any member of the Buena Park City Council in the 12 months preceding the date the City issued the request for proposals leading to the contract?

   YES ___ NO _X_

   If yes, please identify the Councilmember(s) and amount of any such campaign contribution(s):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any contributions of more than $500 to any member of the Buena Park City Council after the date of the issuance of the request for proposals, or in the 12 months after the City Council's decision on the contract?

   YES ___ NO _X_

   If yes, please identify the Councilmember(s):

NOTE: Answering yes to either of the two (2) questions above does not preclude the City of Buena Park from awarding a contract to your firm. It does, however, preclude the identified officer(s) from making, participating in, or in any way attempting to influence the contract award process. Failing to provide full and accurate information on this form may be grounds for disqualification and other legal penalties.

5/28/2025 | 9:48:15 AM PDT	DocuSigned by: Greg Hurd 74E07486AAA54C7...
DATE	SIGNATURE OF AUTHORIZED OFFICIAL
BKF Engineers	Greg Hurd President | CEO
NAME OF COMPANY	NAME, TITLE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/22/2025

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

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

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
3697 Mt. Diablo Blvd., Suite 230
Lafayette CA 94549

License#: 6003745

CONTACT NAME: Mandy Guo
PHONE (A/C, No, Ext): 510-272-1402 **FAX (A/C, No):**
E-MAIL ADDRESS: DesignProCerts@AssuredPartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Continental Insurance Company	35289
INSURER B : Valley Forge Insurance Company	20508
INSURER C : Transportation Insurance Company	20494
INSURER D : Sentinel Insurance Company	11000
INSURER E : XL Specialty Insurance Company	37885
INSURER F :	

INSURED
BKF Engineers
2100 Franklin Street, Suite 4C
Oakland CA 94612

BKFENGI-02

COVERAGES **CERTIFICATE NUMBER:** 29611370 **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	
B	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR X Cross Liability X x,c,u GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	Y	Y	7034315572	9/1/2024	9/1/2025	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 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
C	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y	Y	7034315569	9/1/2024	9/1/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X **UMBRELLA LIAB** X OCCUR X **EXCESS LIAB** CLAIMS-MADE DED RETENTION $	Y	Y	7034315619	9/1/2024	9/1/2025	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
D	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	57WEOK8H0Z	9/1/2024	9/1/2025	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
E	Professional Liability Includes Pollution Liability			DPR5033049	9/1/2024	9/1/2025	Per Claim Annual Aggregate	$5,000,000 $7,000,000

APPROVED
By Laurie Aubuchon at 3:23 pm, Apr 23, 2025

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The following policies are included in the underlying schedule of insurance for umbrella/excess liability: General Liability/Auto Liability/Employer's Liability.
BKF Job #P20250562-10, Knott Avenue Storm Drain Upsize (Orangethorpe Avenue to Melrose Street), Professional Engineering Services
City of Buena Park, a California Charter City and City Indemnitees are named as an additional insured as respects general liability and auto liability as required per written contract. General Liability is Primary/Non-Contributory per policy form wording. Insurance coverage includes waiver of subrogation per the attached endorsement(s).

CERTIFICATE HOLDER

City of Buena Park, a California Charter City
6650 Beach Boulevard
Buena Park CA 90620

CANCELLATION 30 Day Notice of Cancellation

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

AUTHORIZED REPRESENTATIVE

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CNA

CNA PARAMOUNT

Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

I. **WHO IS AN INSURED** is amended to include as an Insured **any person or organization whom you are required by written contract to add as an additional insured on this** Coverage Part, 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 subject to such written contract; or

B. In the performance of **your work** subject to such written contract, but only with respect to bodily injury or property damage included in the products-completed operations hazard, and only if:

1. The written contract requires you to provide the additional insured such coverage; and

2. This Coverage Part provides such coverage; and

C. Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:

1. Coverage broader than what you are required to provide by the written contract; or

2. A higher limit of insurance than what you are required to provide by the written contract.

Any coverage granted by this Paragraph **I.** shall apply solely to the extent permissible by law.

II. If the written contract requires additional insured coverage under the 07-04 edition of CG2010 or CG2037, then paragraph **I.** above is deleted in its entirety and replaced by the following:
WHO IS AN INSURED is amended to include as an Insured any person or organization whom you are required by written contract to add as an additional insured on this Coverage Part, but only with respect to liability for **b**odily 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 subject to such written contract; or

B. In the performance of **your work** subject to such written contract, but only with respect to bodily injury or property damage included in the products-completed operations hazard, and only if:

1. The written contract requires you to provide the additional insured such coverage; and

2. This Coverage Part provides such coverage.

III. But if the written contract requires:

A. Additional insured coverage under the 11-85 edition, 10-93 edition, or 10-01 edition of CG2010, or under the 10-01 edition of CG2037; or

B. Additional insured coverage with "arising out of" language;

then paragraph **I.** above is deleted in its entirety and replaced by the following:

WHO IS AN INSURED is amended to include as an Insured any person or organization whom you are required by written contract to add as an additional insured on this Coverage Part, but only with respect to liability for bodily injury, property damage or personal and advertising injury arising out of **your work** that is subject to such written contract.

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IV. But if the written contract requires additional insured coverage to the greatest extent permissible by law, then paragraph **I.** above is deleted in its entirety and replaced by the following:
WHO IS AN INSURED is amended to include as an Insured any person or organization whom you are required by written contract to add as an additional insured on this **Coverage Part**, but only with respect to liability for bodily injury, property damage or personal and advertising injury arising out of **your work** that is subject to such written contract.

V. The insurance granted by this endorsement to the additional insured does not apply to **b**odily injury, property damage, or personal and advertising injury arising out of:

A. The rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:

1. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and

2. Supervisory, inspection, architectural or engineering activities; or

B. Any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this Coverage Part.

VI. Under **COMMERCIAL GENERAL LIABILITY CONDITIONS,** the Condition entitled Other Insurance is amended to add the following, which supersedes any provision to the contrary in this Condition or elsewhere in this Coverage Part:

Primary and Noncontributory Insurance

With respect to other insurance available to the additional insured under which the additional insured is a named insured, this insurance is primary to and will not seek contribution from such other insurance, provided that a written contract requires the insurance provided by this policy to be:

1. Primary and non-contributing with other insurance available to the additional insured; or

2. Primary and to not seek contribution from any other insurance available to the additional insured.

But except as specified above, this insurance will be excess of all other insurance available to the additional insured.

VII. Solely with respect to the insurance granted by this endorsement, the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

The Condition entitled Duties In The Event of Occurrence, Offense, Claim or Suit is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. Give the Insurer written notice of any claim, or any occurrence or offense which may result in a claim;

2. Send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the claim; and

3. Make available any other insurance, and endeavor to tender the defense and indemnity of any claim to any other insurer or self-insurer, whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the written contract requires this insurance to be primary and non-contributory, this paragraph **3.** does not apply to other insurance under which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a claim from the additional insured.

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Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

VIII. Solely with respect to the insurance granted by this endorsement, the section entitled **DEFINITIONS** is amended to add the following definition:

Written contract means a written contract or written agreement that requires you to make a person or organization an additional insured on this **Coverage Part**, provided the contract or agreement:

A. Was executed prior to:

1. The bodily injury or property damage; or

2. The offense that caused the personal and advertising injury;

for which the additional insured seeks coverage; and

B. Is still in effect at the time of the bodily injury or property damage occurrence or personal and advertising injury offense.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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Architects, Engineers and Surveyors General Liability Extension Endorsement

It is understood and agreed that this endorsement amends the **COMMERCIAL GENERAL LIABILITY COVERAGE PART** as follows. If any other endorsement attached to this policy amends any provision also amended by this endorsement, then that other endorsement controls with respect to such provision, and the changes made by this endorsement with respect to such provision do not apply.

TABLE OF CONTENTS

1.	Additional Insureds
2.	Additional Insured - Primary And Non-Contributory To Additional Insured's Insurance
3.	Additional Insured – Extended Coverage
4.	Boats
5.	Bodily Injury – Expanded Definition
6.	Broad Knowledge of Occurrence/ Notice of Occurrence
7.	Broad Named Insured
8.	Contractual Liability – Railroads
9.	Estates, Legal Representatives and Spouses
10.	Expected Or Intended Injury – Exception for Reasonable Force
11.	General Aggregate Limits of Insurance – Per Location
12.	In Rem Actions
13.	Incidental Health Care Malpractice Coverage
14.	Joint Ventures/Partnership/Limited Liability Companies
15.	Legal Liability – Damage To Premises
16.	Liquor Liability
17.	Medical Payments
18.	Non-owned Aircraft Coverage
19.	Non-owned Watercraft
20.	Personal And Advertising Injury – Discrimination or Humiliation
21.	Personal And Advertising Injury - Contractual Liability
22.	Property Damage – Elevators
23.	Retired Partners, Members, Directors And Employees
24.	Supplementary Payments
25.	Unintentional Failure To Disclose Hazards
26.	Waiver of Subrogation – Blanket
27.	Wrap-Up Extension: OCIP, CCIP or Consolidated (Wrap-Up) Insurance Programs

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Architects, Engineers and Surveyors General Liability Extension Endorsement

1. ADDITIONAL INSUREDS

a. **WHO IS AN INSURED** is amended to include as an **Insured** any person or organization described in paragraphs **A.** through **I.** below whom a **Named Insured** is required to add as an additional insured on this **Coverage Part** under a written contract or written agreement, provided such contract or agreement:

(1) is currently in effect or becomes effective during the term of this **Coverage Part**; and

(2) was executed prior to:

(a) the **bodily injury** or **property damage**; or

(b) the offense that caused the **personal and advertising injury**,

for which such additional insured seeks coverage.

b. However, subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:

(1) a higher limit of insurance than required by such contract or agreement; or

(2) coverage broader than required by such contract or agreement, and in no event broader than that described by the applicable paragraph **A.** through **I.** below.

Any coverage granted by this endorsement shall apply only to the extent permissible by law.

A. Controlling Interest

Any person or organization with a controlling interest in a **Named Insured**, but only with respect to such person or organization's liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of:

1. such person or organization's financial control of a **Named Insured**; or

2. premises such person or organization owns, maintains or controls while a **Named Insured** leases or occupies such premises;

provided that the coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

B. Co-owner of Insured Premises

A co-owner of a premises co-owned by a **Named Insured** and covered under this insurance but only with respect to such co-owner's liability for **bodily injury**, **property damage** or **personal and advertising injury** as co-owner of such premises.

C. Engineers, Architects or Surveyors Engaged By You

An architect, engineer or surveyor engaged by the **Named Insured**, but only with respect to liability for **bodily injury**, **property damage** or **personal and advertising injury** caused in whole or in part by the **Named Insured's** acts or omissions, or the acts or omissions of those acting on the **Named Insured's** behalf:

a. in connection with the **Named Insured's** premises; or

b. in the performance of the **Named Insured's** ongoing operations.

But the coverage hereby granted to such additional insureds does not apply to **bodily injury**, **property damage** or **personal and advertising injury** arising out of the rendering of or failure to render any professional services by, on behalf of, or for the **Named Insured**, including but not limited to:

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1. the preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

2. supervisory, inspection, architectural or engineering activities.

D. Lessor of Equipment

Any person or organization from whom a **Named Insured** leases equipment, but only with respect to liability for **bodily injury**, **property damage** or **personal and advertising injury** caused, in whole or in part, by the **Named Insured's** maintenance, operation or use of such equipment, provided that the **occurrence** giving rise to such **bodily injury**, **property damage** or the offense giving rise to such **personal and advertising injury** takes place prior to the termination of such lease.

E. Lessor of Land

Any person or organization from whom a **Named Insured** leases land but only with respect to liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of the ownership, maintenance or use of such land, provided that the **occurrence** giving rise to such **bodily injury**, **property damage** or the offense giving rise to such **personal and advertising injury** takes place prior to the termination of such lease. The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

F. Lessor of Premises

An owner or lessor of premises leased to the **Named Insured**, or such owner or lessor's real estate manager, but only with respect to liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of the ownership, maintenance or use of such part of the premises leased to the **Named Insured**, and provided that the **occurrence** giving rise to such **bodily injury** or **property damage**, or the offense giving rise to such **personal and advertising injury**, takes place prior to the termination of such lease. The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

G. Mortgagee, Assignee or Receiver

A mortgagee, assignee or receiver of premises but only with respect to such mortgagee, assignee or receiver's liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of the **Named Insured's** ownership, maintenance, or use of a premises by a **Named Insured**.

The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

H. State or Governmental Agency or Subdivision or Political Subdivisions – Permits

A state or governmental agency or subdivision or political subdivision that has issued a permit or authorization but only with respect to such state or governmental agency or subdivision or political subdivision's liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of:

1. the following hazards in connection with premises a **Named Insured** owns, rents, or controls and to which this insurance applies:

a. the existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoistaway openings, sidewalk vaults, street banners, or decorations and similar exposures; or

b. the construction, erection, or removal of elevators; or

c. the ownership, maintenance or use of any elevators covered by this insurance; or

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2. the permitted or authorized operations performed by a **Named Insured** or on a **Named Insured's** behalf.

The coverage granted by this paragraph does not apply to:

a. **Bodily injury**, **property damage** or **personal and advertising injury** arising out of operations performed for the state or governmental agency or subdivision or political subdivision; or

b. **Bodily injury** or **property damage** included within the **products-completed operations hazard**.

With respect to this provision's requirement that additional insured status must be requested under a written contract or agreement, the Insurer will treat as a written contract any governmental permit that requires the **Named Insured** to add the governmental entity as an additional insured.

I. Trade Show Event Lessor

1. With respect to a **Named Insured's** participation in a trade show event as an exhibitor, presenter or displayer, any person or organization whom the **Named Insured** is required to include as an additional insured, but only with respect to such person or organization's liability for **bodily injury**, **property damage** or **personal and advertising injury** caused by:

a. the **Named Insured's** acts or omissions; or

b. the acts or omissions of those acting on the **Named Insured's** behalf,

in the performance of the **Named Insured's** ongoing operations at the trade show event premises during the trade show event.

2. The coverage granted by this paragraph does not apply to **bodily injury** or **property damage** included within the **products-completed operations hazard**.

2. ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY TO ADDITIONAL INSURED'S INSURANCE

The **Other Insurance** Condition in the **COMMERCIAL GENERAL LIABILITY CONDITIONS** Section is amended to add the following paragraph:

If the **Named Insured** has agreed in writing in a contract or agreement that this insurance is primary and non-contributory relative to an additional insured's own insurance, then this insurance is primary, and the Insurer will not seek contribution from that other insurance. For the purpose of this Provision **2.**, the additional insured's own insurance means insurance on which the additional insured is a named insured. Otherwise, and notwithstanding anything to the contrary elsewhere in this Condition, the insurance provided to such person or organization is excess of any other insurance available to such person or organization.

3. ADDITIONAL INSURED – EXTENDED COVERAGE

When an additional insured is added by this or any other endorsement attached to this **Coverage Part**, **WHO IS AN INSURED** is amended to make the following natural persons **Insureds**.

If the additional insured is:

a. An individual, then his or her **spouse** is an **Insured**;

b. A partnership or joint venture, then its partners, members and their **spouses** are **Insureds**;

c. A limited liability company, then its members and managers are **Insureds**; or

d. An organization other than a partnership, joint venture or limited liability company, then its executive officers, directors and shareholders are **Insureds**;

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but only with respect to locations and operations covered by the additional insured endorsement's provisions, and only with respect to their respective roles within their organizations.

Please see the **ESTATES, LEGAL REPRESENTATIVES, AND SPOUSES** provision of this endorsement for additional coverage and restrictions applicable to **spouses** of natural person **Insureds**.

4. BOATS

Under **COVERAGES**, **Coverage A** – **Bodily Injury And Property Damage Liability**, the paragraph entitled **Exclusions** is amended to add the following additional exception to the exclusion entitled **Aircraft, Auto or Watercraft**:

This exclusion does not apply to:

Any watercraft owned by the **Named Insured** that is less than 30 feet long while being used in the course of the **Named Insured's** inspection or surveying work.

5. BODILY INJURY – EXPANDED DEFINITION

Under **DEFINITIONS**, the definition of **bodily injury** is deleted and replaced by the following:

Bodily injury means physical injury, sickness or disease sustained by a person, including death, humiliation, shock, mental anguish or mental injury sustained by that person at any time which results as a consequence of the physical injury, sickness or disease.

6. BROAD KNOWLEDGE OF OCCURRENCE/ NOTICE OF OCCURRENCE

Under **CONDITIONS**, the condition entitled **Duties in The Event of Occurrence, Offense, Claim or Suit** is amended to add the following provisions:

A. BROAD KNOWLEDGE OF OCCURRENCE

The **Named Insured** must give the Insurer or the Insurer's authorized representative notice of an **occurrence**, offense or **claim** only when the **occurrence**, offense or **claim** is known to a natural person **Named Insured**, to a partner, executive officer, manager or member of a **Named Insured**, or to an **employee** designated by any of the above to give such notice.

B. NOTICE OF OCCURRENCE

The **Named Insured's** rights under this **Coverage Part** will not be prejudiced if the **Named Insured** fails to give the Insurer notice of an **occurrence**, offense or **claim** and that failure is solely due to the **Named Insured's** reasonable belief that the **bodily injury** or **property damage** is not covered under this **Coverage Part**. However, the **Named Insured** shall give written notice of such **occurrence**, offense or **claim** to the Insurer as soon as the **Named Insured** is aware that this insurance may apply to such **occurrence**, offense or **claim**.

7. BROAD NAMED INSURED

WHO IS AN INSURED is amended to delete its Paragraph **3.** in its entirety and replace it with the following:

3. Pursuant to the limitations described in Paragraph **4.** below, any organization in which a **Named Insured** has management control:

a. on the effective date of this **Coverage Part**; or

b. by reason of a **Named Insured** creating or acquiring the organization during the **policy period**,

qualifies as a **Named Insured**, provided that there is no other similar liability insurance, whether primary, contributory, excess, contingent or otherwise, which provides coverage to such organization, or which would have

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provided coverage but for the exhaustion of its limit, and without regard to whether its coverage is broader or narrower than that provided by this insurance.

But this **BROAD NAMED INSURED** provision does not apply to:

(a) any partnership, limited liability company or joint venture; or

(b) any organization for which coverage is excluded by another endorsement attached to this **Coverage Part**.

For the purpose of this provision, management control means:

A. owning interests representing more than 50% of the voting, appointment or designation power for the selection of a majority of the Board of Directors of a corporation; or

B. having the right, pursuant to a written trust agreement, to protect, control the use of, encumber or transfer or sell property held by a trust.

4. With respect to organizations which qualify as **Named Insureds** by virtue of Paragraph **3.** above, this insurance does not apply to:

a. **bodily injury** or **property damage** that first occurred prior to the date of management control, or that first occurs after management control ceases; nor

b. **personal or advertising injury** caused by an offense that first occurred prior to the date of management control or that first occurs after management control ceases.

5. The insurance provided by this **Coverage Part** applies to **Named Insureds** when trading under their own names or under such other trading names or doing-business-as names (dba) as any **Named Insured** should choose to employ.

8. CONTRACTUAL LIABILITY – RAILROADS

With respect to operations performed within 50 feet of railroad property, the definition of **insured contract** is replaced by the following:

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 to premises while rented to a **Named Insured** or temporarily occupied by a **Named Insured** you with permission of the owner is not an **insured contract**;

b. A sidetrack agreement;

c. Any easement or license agreement;

d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;

e. An elevator maintenance agreement;

f. That part of any other contract or agreement pertaining to the **Named Insured's** business (including an indemnification of a municipality in connection with work performed for a municipality) under which the **Named Insured** assumes the tort liability of another party to pay for **bodily injury** or **property damage** to a third person or organization. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph **f.** does not include that part of any contract or agreement:

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(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 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;

(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.

9. ESTATES, LEGAL REPRESENTATIVES, AND SPOUSES

The estates, executors, heirs, legal representatives, administrators, trustees, beneficiaries and **spouses** of any natural person **Insured** or living trust shall also be insured under this policy; provided, however, coverage is afforded to such estates, executors, heirs, legal representatives, administrators, trustees, beneficiaries and **spouses** only for **claims** arising solely out of their capacity or status as such and, in the case of a **spouse**, where such **claim** seeks **damages** from marital community property, jointly held property or property transferred from such natural person **Insured** to such **spouse**. No coverage is provided for any act, error or omission of an estate, heir, legal representative, or **spouse** outside the scope of such person's capacity or status as such, provided, however, that the **spouse** of a natural person **Named Insured**, and the **spouses** of members or partners of joint venture or partnership **Named Insureds** are **Insureds** with respect to such **spouses'** acts, errors or omissions in the conduct of the **Named Insured's** business.

10. EXPECTED OR INTENDED INJURY – EXCEPTION FOR REASONABLE FORCE

Under **COVERAGES**, **Coverage A** – **Bodily Injury And Property Damage Liability**, the paragraph entitled **Exclusions** is amended to delete the exclusion entitled **Expected or Intended Injury** and replace it with the following:

This insurance does not apply to:

Expected or Intended Injury

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.

11. GENERAL AGGREGATE LIMITS OF INSURANCE - PER LOCATION

A. A separate Location General Aggregate Limit, equal to the amount of the General Aggregate Limit, is the most the Insurer will pay for the sum of:

1. All **damages** under **Coverage A**, except **damages** because of **bodily injury** or **property damage** included in the **products-completed operations hazard**; and

2. All medical expenses under **Coverage C**,

that arise from **occurrences** or accidents which can be attributed solely to ongoing operations at that location. Such payments shall not reduce the General Aggregate Limit shown in the Declarations, nor the Location General Aggregate Limit of any other location.

B. All:

1. **Damages** under **Coverage B**, regardless of the number of locations involved;

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2. **Damages** under **Coverage A**, caused by **occurrences** which cannot be attributed solely to ongoing operations at a single location, except **damages** because of **bodily injury** or **property damage** included in the **products-completed operations hazard**; and

3. Medical expenses under **Coverage C** caused by accidents which cannot be attributed solely to ongoing operations at a single location,

will reduce the General Aggregate Limit shown in the Declarations.

C. For the purpose of this **GENERAL AGGREGATE LIMITS OF INSURANCE - PER LOCATION** Provision, "location" means:

1. a premises the **Named Insured** owns or rents; or

2. a premises not owned or rented by any **Named Insured** at which the **Named Insured** is performing operations pursuant to a contract or written agreement. If operations at such a location have been discontinued and then restarted, or if the authorized parties deviate from plans, blueprints, designs, specifications or timetables, the location will still be deemed to be the same location.

For the purpose of determining the applicable aggregate limit of insurance, premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad shall be considered a single location.

D. The limits shown in the Declarations for Each Occurrence, for Damage To Premises Rented To You and for Medical Expense continue to apply, but will be subject to either the Location General Aggregate Limit or the General Aggregate Limit, depending on whether the **occurrence** can be attributed solely to ongoing operations at a particular location.

E. When coverage for liability arising out of the **products-completed operations hazard** is provided, any payments for **damages** because of **bodily injury** or **property damage** included in the **products-completed operations hazard**, regardless of the number of locations involved, will reduce the Products-Completed Operations Aggregate Limit shown in the Declarations.

F. The provisions of **LIMITS OF INSURANCE** not otherwise modified by this **GENERAL AGGREGATE LIMITS OF INSURANCE - PER LOCATION** Provision shall continue to apply as stipulated.

12. IN REM ACTIONS

A quasi in rem action against any vessel owned or operated by or for the **Named Insured**, or chartered by or for the **Named Insured**, will be treated in the same manner as though the action were in personam against the **Named Insured**.

13. INCIDENTAL HEALTH CARE MALPRACTICE COVERAGE

Solely with respect to **bodily injury** that arises out of a **health care incident**:

A. Under **COVERAGES**, **Coverage A – Bodily Injury And Property Damage Liability**, the **Insuring Agreement** is amended to replace Paragraphs **1.b.(1)** and **1.b.(2)** with the following:

b. This insurance applies to **bodily injury** provided that the professional health care services are incidental to the **Named Insured's** primary business purpose, and only if:

(1) such **bodily injury** is caused by an **occurrence** that takes place in the **coverage territory**.

(2) the **bodily injury** first occurs during the **policy period**. All **bodily injury** arising from an **occurrence** will be deemed to have occurred at the time of the first act, error, or omission that is part of the **occurrence**; and

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B. Under **COVERAGES**, **Coverage A – Bodily Injury And Property Damage Liability**, the paragraph entitled **Exclusions** is amended to:

i. add the following to the **Employers Liability** exclusion:

This exclusion applies only if the **bodily injury** arising from a **health care incident** is covered by other liability insurance available to the **Insured** (or which would have been available but for exhaustion of its limits).

ii. delete the exclusion entitled **Contractual Liability** and replace it with the following:

This insurance does not apply to:

Contractual Liability

the **Insured's** actual or alleged liability under any oral or written contract or agreement, including but not limited to express warranties or guarantees.

iii. to add the following additional exclusions:

This insurance does not apply to:

Discrimination

any actual or alleged discrimination, humiliation or harassment, including but not be limited to **claims** based on an individual's race, creed, color, age, gender, national origin, religion, disability, marital status or sexual orientation.

Dishonesty or Crime

Any actual or alleged dishonest, criminal or malicious act, error or omission.

Medicare/Medicaid Fraud

any actual or alleged violation of law with respect to Medicare, Medicaid, Tricare or any similar federal, state or local governmental program.

Services Excluded by Endorsement

Any **health care incident** for which coverage is excluded by endorsement.

C. **DEFINITIONS** is amended to:

i. add the following definitions:

Health care incident means an act, error or omission by the **Named Insured's employees** or **volunteer workers** in the rendering of:

a. **professional health care services** on behalf of the **Named Insured** or

b. Good Samaritan services rendered in an emergency and for which no payment is demanded or received.

Professional health care services means any health care services or the related furnishing of food, beverages, medical supplies or appliances by the following providers in their capacity as such but solely to the extent they are duly licensed as required:

a. Physician;

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b. Nurse;

c. Nurse practitioner;

d. Emergency medical technician;

e. Paramedic;

f. Dentist;

g. Physical therapist;

h. Psychologist;

i. Speech therapist;

j. Other allied health professional; or

Professional health care services does not include any services rendered in connection with human clinical trials or product testing.

ii. delete the definition of **occurrence** and replace it with the following:

Occurrence means a **health care incident**. All acts, errors or omissions that are logically connected by any common fact, circumstance, situation, transaction, event, advice or decision will be considered to constitute a single **occurrence**;

iii. amend the definition of **Insured** to:

a. add the following:

the **Named Insured's employees** are **Insureds** with respect to:

(1) **bodily injury** to a co-**employee** while in the course of the co-**employee's** employment by the **Named Insured** or while performing duties related to the conduct of the **Named Insured's** business; and

(2) **bodily injury** to a **volunteer worker** while performing duties related to the conduct of the **Named Insured's** business;

when such **bodily injury** arises out of a **health care incident**.

the **Named Insured's volunteer workers** are **Insureds** with respect to:

(1) **bodily injury** to a co-**volunteer worker** while performing duties related to the conduct of the **Named Insured's** business; and

(2) **bodily injury** to an **employee** while in the course of the **employee's** employment by the **Named Insured** or while performing duties related to the conduct of the **Named Insured's** business;

when such **bodily injury** arises out of a **health care incident**.

b. delete Subparagraphs **(a)**, **(b)**, **(c) and (d)** of Paragraph **2.a.(1)** of **WHO IS AN INSURED**.

D. The **Other Insurance** condition is amended to delete Paragraph **b.(1)** in its entirety and replace it with the following:

Other Insurance

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b. Excess Insurance

(1) To the extent this insurance applies, it is excess over any other insurance, self insurance or risk transfer instrument, whether primary, excess, contingent or on any other basis, except for insurance purchased specifically by the **Named Insured** to be excess of this coverage.

14. JOINT VENTURES / PARTNERSHIP / LIMITED LIABILITY COMPANIES

A. Past Joint Ventures, Partnerships, Limited Liability Companies

The following is added to **WHO IS AN INSURED:**

If the **Named Insured** was a joint venturer, partner, or member of a limited liability company and such joint venture, partnership or limited liability company terminated prior to or during the **policy period**, such **Named Insured** is an **Insured** with respect to its interest in such joint venture, partnership or limited liability company but only to the extent that:

a. any offense giving rise to **personal and advertising injury** occurred prior to such termination date, and the **personal and advertising injury** arising out of such offense, first occurred after such termination date;

b. the **bodily injury** or **property damage** first occurred after such termination date; and

c. there is no other valid and collectible insurance purchased specifically to insure the partnership, joint venture or limited liability company.

If the joint venture, partnership or limited liability company is or was insured under a **consolidated (wrap-up) insurance program**, then such insurance will always be considered valid and collectible for the purpose of paragraph **c.** above. But this provision will not serve to exclude **bodily injury**, **property damage** or **personal and advertising injury** that would otherwise be covered under the **Architects, Engineers And Surveyors General Liability Extension Endorsement** provision entitled **WRAP-UP EXTENSION: OCIP, CCIP, OR CONSOLIDATED (WRAP-UP) INSURANCE PROGRAMS**. Please see that provision for the definition of **consolidated (wrap-up) insurance program**.

B. Participation In Current Professional Joint Ventures

The following is added to **WHO IS AN INSURED**:

The **Named Insured** is also an **Insured** for participation in a current joint venture that is not named on the Declarations, but only if such joint venture meets all of the following criteria:

a. Each and every one of the **Named Insured's** co-venturers are architectural, engineering or surveying firms only; and

b. There is no other valid and collectible insurance purchased specifically to insure the joint venture.

However, the **Named Insured** is an **Insured** only for the conduct of such **Named Insured's** business within such a joint venture. The **Named Insured** is not insured for liability arising out of the acts or omissions of other co-venturers, nor of their partners, members or employees.

C. WHO IS AN INSURED is amended to delete its last paragraph and replace it with the following:

Except as provided under this **Architects, Engineers And Surveyors General Liability Extension Endorsement** or by the attachment of another endorsement (if any), 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.

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15. LEGAL LIABILITY – DAMAGE TO PREMISES / ALIENATED PREMISES / PROPERTY IN THE NAMED INSURED'S CARE, CUSTODY OR CONTROL

A. Under **COVERAGES, Coverage A – Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended to delete exclusion **j. Damage to Property** in its entirety and replace it with the following:

This insurance does not apply to:

j. Damage to Property

Property damage to:

(1) Property the **Named Insured** owns, rents, or occupies, 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 the **Named Insured** sells, gives away or abandons, if the **property damage** arises out of any part of those premises;

(3) Property loaned to the **Named Insured**;

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

(5) That particular part of real property on which the **Named Insured** or any contractors or subcontractors working directly or indirectly on the **Named Insured's** 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 rented to the **Named Insured** or temporarily occupied by the **Named Insured** with the permission of the owner, nor to the contents of premises rented to the **Named Insured** 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 **LIMITS OF INSURANCE**.

Paragraph **(2)** of this exclusion does not apply if the premises are **your work**.

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

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

Paragraphs **(3)** and **(4)** of this exclusion do not apply to **property damage** to:

i. tools, or equipment the **Named Insured** borrows from others, nor

ii. other personal property of others in the **Named Insured's** care, custody or control while being used in the **Named Insured's** operations away from any **Named Insured's** premises.

However, the coverage granted by this exception to Paragraphs **(3)** and **(4)** does not apply to:

a. property at a job site awaiting or during such property's installation, fabrication, or erection;

b. property that is **mobile equipment** leased by an **Insured**;

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c. property that is an **auto**, aircraft or watercraft;

d. property in transit; or

e. any portion of **property damage** for which the **Insured** has available other valid and collectible insurance, or would have such insurance but for exhaustion of its limits, or but for application of one of its exclusions.

A separate limit of insurance and deductible apply to such property of others. See **LIMITS OF INSURANCE** as amended below.

B. Under **COVERAGES, Coverage A – Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended to delete its last paragraph and replace it with the following:

Exclusions **c.** through **n.** do not apply to damage by fire to premises while rented to a **Named Insured** or temporarily occupied by a **Named Insured** with permission of the owner, nor to damage to the contents of premises rented to a **Named Insured** for a period of 7 or fewer consecutive days.

A separate limit of insurance applies to this coverage as described in **LIMITS OF INSURANCE**.

C. The following paragraph is added to **LIMITS OF INSURANCE**:

Subject to **5.** above, $25,000 is the most the Insurer will pay under **Coverage A** for **damages** arising out of any one **occurrence** because of the sum of all **property damage** to borrowed tools or equipment, and to other personal property of others in the **Named Insured's** care, custody or control, while being used in the **Named Insured's** operations away from any **Named Insured's** premises. The Insurer's obligation to pay such **property damage** does not apply until the amount of such **property damage** exceeds $1,000. The Insurer has the right but not the duty to pay any portion of this $1,000 in order to effect settlement. If the Insurer exercises that right, the **Named Insured** will promptly reimburse the Insurer for any such amount.

D. Paragraph **6.**, Damage To Premises Rented To You Limit, of **LIMITS OF INSURANCE** is deleted and replaced by the following:

6. Subject to Paragraph **5.** above, (the Each Occurrence Limit), the Damage To Premises Rented To You Limit is the most the Insurer will pay under **Coverage A** for **damages** because of **property damage** to any one premises while rented to the **Named Insured** or temporarily occupied by the **Named Insured** with the permission of the owner, including contents of such premises rented to the **Named Insured** for a period of 7 or fewer consecutive days. The Damage To Premises Rented To You Limit is the greater of:

a. $500,000; or

b. The Damage To Premises Rented To You Limit shown in the Declarations.

E. Paragraph **4.b.(1)(a)(ii)** of the **Other Insurance** Condition is deleted and replaced by the following:

(ii) That is property insurance for premises rented to the **Named Insured**, for premises temporarily occupied by the **Named Insured** with the permission of the owner; or for personal property of others in the **Named Insured's** care, custody or control;

16. LIQUOR LIABILITY

Under **COVERAGES, Coverage A – Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended to delete the exclusion entitled **Liquor Liability**.

This **LIQUOR LIABILITY** Provision does not apply to any person or organization who otherwise qualifies as an additional insured on this **Coverage Part**.

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17. MEDICAL PAYMENTS

A. LIMITS OF INSURANCE is amended to delete Paragraph **7.** (the Medical Expense Limit) and replace it with the following:

7. Subject to Paragraph **5.** above (the Each Occurrence Limit), the Medical Expense Limit is the most the Insurer will pay under **Coverage C** for all medical expenses because of **bodily injury** sustained by any one person. The Medical Expense Limit is the greater of:

(1) $15,000 unless a different amount is shown here: $N,NNN,NNN,NNN; or

(2) the amount shown in the Declarations for Medical Expense Limit.

B. Under **COVERAGES**, the **Insuring Agreement** of **Coverage C** – **Medical Payments** is amended to replace Paragraph **1.a.(3)(b)** with the following:

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

18. NON-OWNED AIRCRAFT

Under **COVERAGES, Coverage A – Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended as follows:

The exclusion entitled **Aircraft, Auto or Watercraft** is amended to add the following:

This exclusion does not apply to an aircraft not owned by any **Named Insured**, provided that:

1. the pilot in command holds a currently effective certificate issued by the duly constituted authority of the United States of America or Canada, designating that person as a commercial or airline transport pilot;

2. the aircraft is rented with a trained, paid crew to the **Named Insured**; and

3. the aircraft is not being used to carry persons or property for a charge.

19. NON-OWNED WATERCRAFT

Under **COVERAGES, Coverage A – Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended to delete subparagraph **(2)** of the exclusion entitled **Aircraft, Auto or Watercraft**, and replace it with the following.

This exclusion does not apply to:

(2) a watercraft that is not owned by any **Named Insured**, provided the watercraft is:

(a) less than 75 feet long; and

(b) not being used to carry persons or property for a charge.

20. PERSONAL AND ADVERTISING INJURY –DISCRIMINATION OR HUMILIATION

A. Under **DEFINITIONS**, the definition of **personal and advertising injury** is amended to add the following tort:

Discrimination or humiliation that results in injury to the feelings or reputation of a natural person.

B. Under **COVERAGES**, **Coverage B – Personal and Advertising Injury Liability**, the paragraph entitled **Exclusions** is amended to:

1. delete the Exclusion entitled **Knowing Violation Of Rights Of Another** and replace it with the following:

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This insurance does not apply to:

Knowing Violation of Rights of Another

Personal and advertising injury caused by or at the direction of the **Insured** with the knowledge that the act would violate the rights of another and would inflict **personal and advertising injury**. This exclusion shall not apply to discrimination or humiliation that results in injury to the feelings or reputation of a natural person, but only if such discrimination or humiliation is not done intentionally by or at the direction of:

(a) the **Named Insured**; or

(b) any **executive officer**, director, stockholder, partner, member or manager (if the **Named Insured** is a limited liability company) of the **Named Insured**.

2. add the following exclusions:

This insurance does not apply to:

Employment Related Discrimination

discrimination or humiliation directly or indirectly related to the employment, prospective employment, past employment or termination of employment of any person by any **Insured**.

Premises Related Discrimination

discrimination or humiliation arising out of the sale, rental, lease or sub-lease or prospective sale, rental, lease or sub-lease of any room, dwelling or premises by or at the direction of any **Insured**.

Notwithstanding the above, there is no coverage for fines or penalties levied or imposed by a governmental entity because of discrimination.

The coverage provided by this **PERSONAL AND ADVERTISING INJURY –DISCRIMINATION OR HUMILIATION** Provision does not apply to any person or organization whose status as an **Insured** derives solely from

Provision **1. ADDITIONAL INSURED** of this endorsement; or

attachment of an additional insured endorsement to this **Coverage Part**.

21. PERSONAL AND ADVERTISING INJURY - CONTRACTUAL LIABILITY

A. Under **COVERAGES**, **Coverage B –Personal and Advertising Injury Liability**, the paragraph entitled **Exclusions** is amended to delete the exclusion entitled **Contractual Liability**.

B. Solely for the purpose of the coverage provided by this **PERSONAL AND ADVERTISING INJURY - LIMITED CONTRACTUAL LIABILITY** provision, the following changes are made to the section entitled **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B:**

1. Paragraph **2.d.** is replaced by the following:

d. The allegations in the **suit** and the information the Insurer knows about the offense alleged in such **suit** are such that no conflict appears to exist between the interests of the **Insured** and the interests of the indemnitee;

2. The first unnumbered paragraph beneath Paragraph **2.f.(2)(b)** is deleted and replaced by the following:

So long as the above conditions are met, attorney's fees incurred by the Insurer in the defense of that indemnitee, necessary litigation expenses incurred by the Insurer, and necessary litigation expenses incurred

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by the indemnitee at the Insurer's request will be paid as **defense costs**. Such payments will not be deemed to be **damages** for **personal and advertising injury** and will not reduce the limits of insurance.

C. This **PERSONAL AND ADVERTISING INJURY - LIMITED CONTRACTUAL LIABILITY** Provision does not apply if **Coverage B –Personal and Advertising Injury Liability** is excluded by another endorsement attached to this **Coverage Part**.

This **PERSONAL AND ADVERTISING INJURY - CONTRACTUAL LIABILITY** Provision does not apply to any person or organization who otherwise qualifies as an additional insured on this **Coverage Part**.

22. PROPERTY DAMAGE – ELEVATORS

A. Under **COVERAGES**, **Coverage A** – **Bodily Injury and Property Damage Liability**, the paragraph entitled **Exclusions** is amended such that the **Damage to Your Product** Exclusion and subparagraphs **(3)**, **(4)** and **(6)** of the **Damage to Property** Exclusion do not apply to **property damage** that results from the use of elevators.

B. Solely for the purpose of the coverage provided by this **PROPERTY DAMAGE – ELEVATORS** Provision, the **Other Insurance** conditions is amended to add the following paragraph:

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis that is Property insurance covering property of others damaged from the use of elevators.

23. RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

WHO IS INSURED is amended to include as **Insureds** natural persons who are retired partners, members, directors or employees, but only for **bodily injury**, **property damage** or **personal and advertising injury** that results from services performed for the **Named Insured** under the **Named Insured's** direct supervision. All limitations that apply to **employees** and **volunteer workers** also apply to anyone qualifying as an **Insured** under this Provision.

24. SUPPLEMENTARY PAYMENTS

The section entitled **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** is amended as follows:

A. Paragraph **1.b.** is amended to delete the $250 limit shown for the cost of bail bonds and replace it with a $5,000. limit; and

B. Paragraph **1.d.** is amended to delete the limit of $250 shown for daily loss of earnings and replace it with a $1,000. limit.

25. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

If the **Named Insured** unintentionally fails to disclose all existing hazards at the inception date of the **Named Insured's Coverage Part**, the Insurer will not deny coverage under this **Coverage Part** because of such failure.

26. WAIVER OF SUBROGATION - BLANKET

Under **CONDITIONS**, the condition entitled **Transfer Of Rights Of Recovery Against Others To Us** is amended to add the following:

The Insurer waives any right of recovery the Insurer may have against any person or organization because of payments the Insurer makes for injury or damage arising out of:

1. the **Named Insured's** ongoing operations; or

2. **your work** included in the **products-completed operations hazard**.

However, this waiver applies only when the **Named Insured** has agreed in writing to waive such rights of recovery in a written contract or written agreement, and only if such contract or agreement:

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1. is in effect or becomes effective during the term of this **Coverage Part**; and

2. was executed prior to the **bodily injury**, **property damage** or **personal and advertising injury** giving rise to the **claim**.

27. WRAP-UP EXTENSION: OCIP, CCIP, OR CONSOLIDATED (WRAP-UP) INSURANCE PROGRAMS

Note: The following provision does not apply to any public construction project in the state of Oklahoma, nor to any construction project in the state of Alaska, that is not permitted to be insured under a **consolidated (wrap-up) insurance program** by applicable state statute or regulation.

If the endorsement **EXCLUSION – CONSTRUCTION WRAP-UP** is attached to this policy, or another exclusionary endorsement pertaining to Owner Controlled Insurance Programs (O.C.I.P.) or Contractor Controlled Insurance Programs (C.C.I.P.) is attached, then the following changes apply:

A. The following wording is added to the above-referenced endorsement:

With respect to a **consolidated (wrap-up) insurance program** project in which the **Named Insured** is or was involved, this exclusion does not apply to those sums the **Named Insured** become legally obligated to pay as **damages** because of:

1. Bodily injury, **property damage**, or **personal or advertising injury** that occurs during the **Named Insured's** ongoing operations at the project, or during such operations of anyone acting on the **Named Insured's** behalf; nor

2. Bodily injury or **property damage** included within the **products-completed operations hazard** that arises out of those portions of the project that are not **residential structures**.

B. Condition **4. Other Insurance** is amended to add the following subparagraph **4.b.(1)(c)**:

This insurance is excess over:

(c) Any of the other insurance whether primary, excess, contingent or any other basis that is insurance available to the **Named Insured** as a result of the **Named Insured** being a participant in a **consolidated (wrap-up) insurance program**, but only as respects the **Named Insured's** involvement in that **consolidated (wrap-up) insurance program**.

C. DEFINITIONS is amended to add the following definitions:

Consolidated (wrap-up) insurance program means a construction, erection or demolition project for which the prime contractor/project manager or owner of the construction project has secured general liability insurance covering some or all of the contractors or subcontractors involved in the project, such as an Owner Controlled Insurance Program (O.C.I.P.) or Contractor Controlled Insurance Program (C.C.I.P.).

Residential structure means any structure where 30% or more of the square foot area is used or is intended to be used for human residency, including but not limited to:

1. single or multifamily housing, apartments, condominiums, townhouses, co-operatives or planned unit developments; and

2. the common areas and structures appurtenant to the structures in paragraph **1.** (including pools, hot tubs, detached garages, guest houses or any similar structures).

However, when there is no individual ownership of units, **residential structure** does not include military housing, college/university housing or dormitories, long term care facilities, hotels or motels. **Residential structure** also does not include hospitals or prisons.

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CNA

CNA PARAMOUNT

Architects, Engineers and Surveyors General Liability Extension Endorsement

This **WRAP-UP EXTENSION: OCIP, CCIP, OR CONSOLIDATED (WRAP-UP) INSURANCE PROGRAMS** Provision does not apply to any person or organization who otherwise qualifies as an additional insured on this **Coverage Part**.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM

BUSINESS AUTO COVERAGE FORM

MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "**insureds**" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: BKF ENGINEERS

Endorsement Effective Date: 09/01/2024

SCHEDULE
Name Of Person(s) Or Organization(s):
ANY PERSON OR ORGANIZATION THAT THE NAMED INSURED IS OBLIGATED TO PROVIDE INSURANCE WHERE REQUIRED BY A WRITTEN CONTRACT OR AGREEMENT IS AN INSURED,BUT ONLY WITH RESPECT TO LEGAL RESPONSIBILITY FOR ACTS OR OMISSIONS OF A PERSON/ORGANIZATION FOR WHOM LIABILITY COVERAGE IS AFFORDED UNDER THIS POLICY.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "**insured**" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "**insured**" under the Who Is An Insured provision contained in Paragraph **A.1.** of Section **II** - Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph **D.2.** of Section **I** - Covered Autos Coverages of the Auto Dealers Coverage Form.

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Business Auto Policy
Policy Endorsement

ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY

It is understood and agreed that this endorsement amends the **BUSINESS AUTO COVERAGE FORM** as follows:

SCHEDULE
Name of Additional Insured Person Or Organization
ANY PERSON OR ORGANIZATION THAT YOU ARE REQUIRED BY WRITTEN CONTRACT OR WRITTEN AGREEMENT TO NAME AS AN ADDITIONAL INSURED.

1. In conformance with paragraph **A.1.c.** of **Who Is An Insured** of Section **II** - LIABILITY COVERAGE, the person or organization scheduled above is an insured under this policy.
2. The insurance afforded to the additional insured under this policy will apply on a primary and non-contributory basis if you have committed it to be so in a written contract or written agreement executed prior to the date of the **"accident"** for which the additional insured seeks coverage under this policy.

All other terms and conditions of the policy remain unchanged

This endorsement, which forms a part of and is for attachment to the policy issued by the designated Insurers, takes effect on the Policy Effective date of said policy at the hour stated in said policy, unless another effective date (the Endorsement Effective Date) is shown below, and expires concurrently with said policy.

Form No: CNA71527XX (10-2012)
Endorsement Effective Date:09/01/2024

Policy No: 7034315569
Policy Effective Date: 09/01/2024

Underwriting Company: Transportation Insurance Company, 151 N Franklin St, Chicago, IL 60606

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WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM

BUSINESS AUTO COVERAGE FORM

MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: BKF Engineers

Endorsement Effective Date: 09/01/2024

SCHEDULE
Name(s) Of Person(s) Or Organization(s):
ANY PERSON OR ORGANIZATION FOR WHOM OR WHICH YOU ARE REQUIRED BY WRITTEN
CONTRACT OR AGREEMENT TO OBTAIN THIS WAIVER FROM US. YOU MUST AGREE TO THAT
REQUIREMENT PRIOR TO LOSS.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "**accident**" or the "**loss**" under a contract with that person or organization.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA

Policy Number: 57WEOK8H0Z **Endorsement Number:**
Effective Date: 09/01/2024 Effective hour is the same as stated on the Information Page of the policy.
Named Insured and Address: BKF Engineers
2100 Franklin Street, Suite 4C
Oakland, CA 94612

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 from whom you are required by written contract or agreement to obtain this waiver of rights from us	

Countersigned by _____
Authorized Representative

Form WC 04 03 06 (1) Printed in U.S.A.

Policy Expiration Date: 09/01/2025

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2. The specific nature and extent of the injury or damage that has been sustained; and

3. How the INSURED first became aware of such CIRCUMSTANCE(S),

then any CLAIM(S) that may subsequently be made against the INSURED arising out of such reported CIRCUMSTANCE(S) shall be deemed to have been made on the date first written notice of the CIRCUMSTANCE(S) was received by the Company. This right conferred upon the INSURED in this Paragraph shall terminate at the end of the POLICY PERIOD and shall not exist during the Automatic Extended Reporting Period or Optional Extended Reporting Period.

XI. OTHER CONDITIONS

A. Cancellation

This Policy may be canceled by the NAMED INSURED by surrender thereof to the Company or any of its authorized agents or by mailing to the Company written notice stating when thereafter the cancellation shall be effective. This Policy may be canceled by the Company by mailing to the NAMED INSURED, at the address stated in Item 1. of the Declarations, written notice stating when, not less than thirty (30) days thereafter (or ten (10) days thereafter for non-payment of premium), such cancellation shall be effective. The mailing of notice as aforesaid shall be sufficient proof of notice. The time of surrender or the effective date and hour of cancellation stated in the notice shall become the end of the POLICY PERIOD. Delivery of such written notice either by the NAMED INSURED or by the Company shall be equivalent to mailing.

If this Policy is canceled, earned premium shall be computed in accordance with the Company's guidelines with respect to cancellation. Premium adjustment may be made either at the time cancellation is effected or as soon as practicable after cancellation becomes effective, but payment or tender of unearned premium is not a condition of cancellation.

B. Action Against The Company

No action may be brought against the Company unless, as a condition precedent thereto, there shall have been full compliance with all of the terms of this Policy, nor until the amount of the INSURED'S obligation to pay shall have been finally determined either by judgment against the INSURED in a contested proceeding after final judgment has been rendered and any appeal decided, or by written agreement of the INSURED, the claimant and the Company. No person or organization shall have any right under this Policy to join the Company as a party to any action against the INSURED to determine the INSURED'S liability, nor shall the INSURED or the INSURED'S legal representative join the Company in such action. Bankruptcy or insolvency of the INSURED or the INSURED'S estate shall not relieve the Company of any of its obligations hereunder.

C. Assignment

This Policy may not be assigned or transferred without written consent of the Company.

D. Subrogation

In the event of any payment under this Policy, the Company shall be subrogated to all the INSURED'S rights of recovery therefor against any person or organization, and the INSURED shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The INSURED shall do nothing after a CLAIM(S) to prejudice such rights.

However, it is agreed that the Company waives its rights of subrogation under this Policy against clients of the INSURED as respects any CLAIM(S) arising from PROFESSIONAL SERVICES, or CONTRACTING SERVICES under the client's contract requiring waiver of subrogation, but only to the extent required by written contract.

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April 28, 2026
CONSENT CALENDAR
Item No. 4F.

City Council Agenda Report

AMENDMENT NO. 8 TO PROFESSIONAL SERVICES AGREEMENT NO. 19-01 WITH YUNEX, LLC FOR TRAFFIC SIGNAL MAINTENANCE SERVICES

PREPARED BY	PRESENTED BY
Norm Wray, Senior Engineering Technician	Norm Wray, Senior Engineering Technician
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

RECOMMENDED ACTION

1) Approve Amendment No. 8 to the Professional Services Agreement (PSA No.19-01) with Yunex, LLC, for traffic signal maintenance services and dispense with competitive bidding pursuant to Section 3.28.080(H) of the Buena Park Municipal Code based on the City Council's finding that the proposed amendment is in the best interests of the City as service rates remain below average market rate; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the Amendment; and 3) Authorize the City Manager and City Clerk to execute the Amendment in final form.

PREVIOUS CITY COUNCIL ACTION

The City Council approved the original PSA No. 19-01 on January 8, 2019, and has since approved seven amendments to extend the term of the agreement, modify the services performed, and adjust the compensation paid in consideration for the services. The most recent amendment, approved in June 2025, is scheduled to expire on June 30, 3026.

DISCUSSION

Maintaining traffic signals in the City is vital for safety, flow, and compliance. Properly functioning signals reduce accidents, optimize traffic patterns, and improve pedestrian safety. Consistent maintenance ensures compliance with traffic standards, aid emergency response, and fosters public confidence in the City’s transportation infrastructure. Additionally, well-maintained signals support data collection for traffic management and planning.

The City owns 86 existing traffic signalized intersections, including five signals on the Beach Boulevard corridor which are coordinated by Caltrans. The City also operates several flashing beacons and radar speed feedback signs.

Since August 2012, traffic signal maintenance in the City has been provided through contracts with outside companies. The City worked with Aegis ITS for traffic signal maintenance from 2012 through 2016, and has worked closely with Siemens since 2016. In 2021, Siemens separated its Intelligent Transportation Systems (ITS) business into a new entity under the name of Yunex, LLC. This name change was incorporated into Amendment No. 2 to the PSA previously approved by the City Council. Staff has been very satisfied with the work Siemens/Yunex has produced throughout the entire contract term and desires to extend the contract for one additional year.

Yunex has locally-based traffic signal technicians, as well as a significant inventory of spare parts. This allows them to respond quickly in the event of an emergency or during after-hour call-outs for maintenance. Based on their prior performance, staff has elected to move forward with Yunex for an additional year without soliciting additional bids.

Yunex has asked the City to authorize a 3.0% increase in the contract costs based on an increase in the Consumer Price Index (CPI). This increase would represent the sixth cost increase in the contract since it began in 2016, and staff believes that the increase is supported by the regional CPI. Staff worked with the City Attorney in preparing the proposed Amendment No. 8 that is presented for the City Council's consideration.

Municipal Code Section 3.28.080 (H) allows the City to dispense with competitive bidding when Council determines it is in the best interest of the City and states the basis for its determination. Staff completed a survey and compared the proposed labor and equipment rates of the amendment and has found that they are lower than comparable labor and equipment rates in other current bids for similar work in other jurisdictions. As such, competitive bidding would not result in lower rates than are currently available to the City.

BUDGET IMPACT

The cost for routine maintenance (monthly inspection of each traffic signal and other items) will be $110,000.64 annually. This represents an annual increase of 3.0%, as discussed above. This cost is within the proposed FY 2026-27 budget for this item and will not require any changes to the budget.

Extraordinary maintenance and emergency call-outs are estimated to cost $270,000 annually. Therefore, the proposed PSA has a "not-to-exceed" cost of $270,000 per year for extraordinary maintenance. The maintenance expenditures vary from year-to-year as they depend on the amount of extraordinary maintenance done.

The total contract amount for routine and extraordinary maintenance is expected to be up to $380,000.64 annually. These costs are included in the proposed FY 2026-27 budget in the traffic signal maintenance account (11-560230-6240).

Attachments

Ammendment No 8 to PSA 19-01 Att 1 of 2 Amendment.pdf

Ammendment No 8 to PSA 19-01 Att 2 of 2 Exhibits B and C.pdf

CITY OF BUENA PARK
Department of Public Works

Amendment No. 8 to Professional Services Agreement (PSA) No. 19-01

PROJECT NAME: Traffic Signal Maintenance Services

SCOPE OF WORK: City-wide, extraordinary traffic signal maintenance services

CONTRACTOR: Yunex, LLC
9225 Bee Cave Road – Building B, Suite 201
Austin, TX 78733

DATE: April 28, 2026

WHEREAS, the City of Buena Park ("CITY") and Siemens Mobility, Inc., now owned and operated by Yunex, LLC, ("CONSULTANT"), previously entered into that certain Professional Services Agreement No. 19-01, dated as of January 8, 2019 (the "Original Agreement"), pursuant to which CITY contracted with CONSULTANT to provide signal maintenance and repair services at eighty-six (86) signal locations within the CITY, as the specific "Services" provided at each location are described further in the Original PSA;

WHEREAS, the CITY and CONSULTANT (at times jointly hereinafter the "Parties" and individually a "Party") have heretofore entered into seven amendments to the Original Agreement, the last of which was dated June 2025 (cumulatively the "Amendments"), by and through such Amendments the Parties have extended the term, modified the Services to be performed, modified the compensation to be paid, and made other revisions to terms and conditions of the Original Agreement (with the Original Agreement as modified by the Amendments hereinafter the "Agreement");

WHEREAS, the current term of the Agreement is scheduled to expire on June 30, 2026, and the Parties, being mutually satisfied with the other's performance of the Agreement, now desire to further amend the Agreement to again extend the term for an additional year and to increase the compensation to be paid CONSULTANT during the extended term to account for cost of living adjustments.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **RECITALS.** The foregoing recitals are true and correct and incorporated as a material part of this Amendment No. 8 to the Agreement ("Eighth Amendment").

2. **TERM.** The term of this Eighth Amendment to the Agreement shall commence on **July 1, 2026** ("Commencement Date"), and it shall remain in full force and effect until **June 30, 2027**, unless sooner terminated as provided in Section 10 of the Agreement.

3. **SERVICES.** During the term of this Eighth Amendment, CONSULTANT shall continue to provide those Services to the CITY as defined in the Agreement.

4. **COMPENSATION.** As of the Commencement Date, Section 5 of the Agreement (Compensation) shall be deleted in its entirety and replaced with the following:

5. COMPENSATION.

5.1 Compensation for Routine Maintenance Services. As full and complete compensation for CONSULTANT's routine maintenance services provided under this Agreement, CITY shall pay CONSULTANT the total "NOT-TO-EXCEED" amount of $9,166.72 per month for a total of

$110,000.64 during the term of the Eighth Amendment, as set forth in the MONTHLY MAINTENANCE PROPOSAL FEE SHEET, attached as Exhibit “B” to the Eighth Amendment and incorporated by this reference. No claims for additional compensation shall be allowed unless authorized in advance by the CITY in writing. Any additional work or expenses authorized by the CITY shall be compensated at the rates set forth in Exhibit B, or, if not specified, at a rate agreed to in writing and in advance by the Parties. The CITY shall make payment for additional services and expenses in accordance with Section 6.0 of the Agreement.

5.2 Compensation for Extraordinary Maintenance Services. Subject to the maximum compensation amount hereafter provided, the CITY shall compensate the CONSULTANT for extraordinary maintenance services provided during the term of this Eighth Amendment based on the hourly rates set forth in the *EXTRAORDINARY MAINTENANCE PROPOSAL FEE SHEET* attached as Exhibit "C" to the Eighth Amendment and incorporated by this reference. CONSULTANT’s provision of any extraordinary maintenance services shall be subject to the CITY’s advance written approval by way of a written notice to proceed, and only to the extent of such written notice to proceed. The maximum, “NOT-TO-EXCEED” compensation amount, including reimbursement for expenses, if any, that the CONSULTANT is entitled to receive for extraordinary maintenance services under this Eighth Amendment is $270,000.00.

5. EXHIBIT REPLACED. Exhibit “B” (MONTHLY MAINTENANCE PROPOSAL FEE SHEET) and Exhibit “C” to the Agreement (EXTAORDINARY MAINTENANCE PROPOSAL FEE SHEET) are hereby replaced and superseded with the new Exhibit “B” and “C” attached respectively to this Eighth Amendment.

6. INCORPORATION. Except as expressly amended herein, all other terms and provisions of the Agreement shall remain in full force and effect.

CITY OF BUENA PARK
A California Municipal Corporation

BY: _____
Aaron France, City Manager

ATTEST:

BY: _____
Adria M. Vicuña, MMC, City Clerk

APPROVE AS TO FORM:

BY: _____
Christopher Cardinale, City Attorney

YUNEX, L.L.C.
A Delaware Corporation

BY: _____
Michael Hutchens, Western Operations Manager

BY: _____
Joshua Ferras, Project Manager

EXHIBIT “B”

[MONTHLY MAINTENANCE PROPOSAL FEE SHEET]

EXHIBIT “C”

[EXTRAORDINARY MAINTENANCE PROPOSAL FEE SHEET]

YUNEX TRAFFIC

CITY OF BUENA PARK
PROPOSAL FEE SHEET
EXHIBIT B
MONTHLY MAINTENANCE

MAINTENANCE OF TRAFFIC SIGNALS AND APPURTENANCE, INTERCONNECT, FLASHING BEACONS, ILLUMINATED STREET NAME SIGNS, SAFETY LIGHTS AND CCTV CAMERAS

Item No.	Item Description[1]	Unit Quantity	Unit Price	Total Price
1	Routine inspection, preventive maintenance, and repairs of traffic signal systems and interconnect per Section III of the Special Provisions. Per intersection, per month:	86 ~~82~~ Traffic Signals	$89.20 Each	$ 7,671.20 Monthly
2	Routine inspection, preventive maintenance, and repairs of flashing beacons per Section III of the Special Provisions. Per location, per month:	16 Beacon locations	$ 35.69 Each	$ 571.04 Monthly
3	Routine inspection, preventive maintenance, and repairs of safety lights per Section III of the Special Provisions. Per light, per month:	329 Lights	$1.02 Each	$335.58 Monthly
4	Routine inspection, preventive maintenance, and repairs of internally illuminated street name signs per Section III of the Special Provisions. Per sign, per month:	290 IISNS	$ 1.13 Each	$ 327.70 Monthly
5	Routine inspection, preventive maintenance, testing, and repairs of CCTV installations per Section III of the Special Provisions. Per location, per month *Billed Monthly for Semi-Annual Work	40 ~~32~~ Locations	$ 6.53* Each	$ 261.20* Monthly
TOTAL PROPOSAL AMOUNT FOR MONTHLY ROUTINE MAINTENANCE				$ 9,166.72 MONTHLY
A. TOTAL PROPOSAL AMOUNT FOR ANNUAL ROUTINE MAINTENANC				$ 110,000.64
TOTAL PROPOSAL AMOUNT FOR ANNUAL ROUTINE MAINTENANCE WRITTEN IN WORDS: One hundred ten thousand dollars, and sixty-four cents				

[1] The "Unit Quantity" shown is only an estimate for bidding purposes. The actual quantity may be significantly more or less. No adjustment in compensation will be provided per unit cost for actual quantities that are significantly more or less than the estimated quantities. In case of discrepancy between unit and total price, the unit price shall prevail.

The Unit Cost bid include providing all labor, equipment, and materials necessary to complete the work item. No additional compensation will be provided.

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YUNEX TRAFFIC

CITY OF BUENA PARK
PROPOSAL FEE SHEET
EXHIBIT C
EXTRAORDINARY MAINTENANCE

MAINTENANCE OF TRAFFIC SIGNALS AND APPURTENANCE, INTERCONNECT, FLASHING BEACONS, ILLUMINATED STREET NAME SIGNS, SAFETY LIGHTS AND CCTV CAMERAS

1.	Labor[2]	Regular Time	Overtime	Premium Time
Signal Maintenance Superintendent		$103.00	$139.05	$175.10
Signal Maintenance Technicians		$ 139.57	$ 174.07	$206.00
Field Traffic Signalman		$139.57	$174.07	$206.00
Laborer		$ 118.45	$164.80	$164.80
Painter		$118.45	$164.80	$164.80
Engineer Technician		$146.26	$185.40	$221.45
Interconnect/Communications Specialist - Ethernet		$ 139.57	$ 174.07	$206.00
Fiber Optic Specialist		$ 139.57	$ 174.07	$206.00

2.	Equipment[2]	Rate Per Hour
Flex Lift (Hydraulic Boom)		$61.80
Pickup Truck		$25.75
Service Truck		$30.90
Service Ladder Truck	N/A	$ Unsafe
Boom Ladder Truck (Man Lift)		$36.05
Concrete Saw and Water Truck		$30.90
Compressor with Tools		$5.15

3.	Materials[2]
Actual invoice cost plus 15% markup. No compensation will be provided for wasted or unused materials	

[2] The Labor, Equipment, and Materials Rates shown shall be used only for emergencies and for extraordinary maintenance items that do not have an associated Unit Cost work item as called out in this Fee Sheet or when the COMPANY and the City cannot agree on a price. The specific times where "Overtime" rates apply and, the description of extraordinary maintenance is described in the Special Provisions.

April 28, 2026
CONSENT CALENDAR
Item No. 4G.

City Council Agenda Report

ACCEPTANCE OF GRANT FROM THE CALIFORNIA ENERGY COMMISSION (CEC) FOR PARTICIPATION IN THE CALIFORNIA AUTOMATED PERMIT PROCESSING (CALAPP) PROGRAM AND APPROVAL OF ASSOCIATED GRANT AGREEMENT

PREPARED BY	PRESENTED BY
Jose Ibarra , Building and Safety Manager	Matt Foulkes, Director of Community and Economic Development
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Matt Foulkes, Director of Community & Economic Development	Aaron France, City Manager

RECOMMENDED ACTION

1) Accept a grant from the California Energy Commission (CEC) for participation in the California Automated Permit Processing (CalAPP) Program in the amount of $60,000; 2) Approve the grant agreement and ratify the City Manager's signature on said grant agreement; 3) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; and, 4) Allocate $60,000 from the undesignated General Fund balance for this purpose.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

The City was awarded a $60,000 grant from the California Energy Commission (CEC) through the California Automated Permit Processing (CalAPP) Program. This program provides funding to local jurisdictions to support the adoption and ongoing implementation of automated, online permitting systems for residential solar energy systems. The City has already implemented an automated solar permitting platform, Symbium, which enables instant permit issuance for qualifying residential solar systems. This implementation has improved permitting efficiency, reduced plan review times, and enhanced service delivery for residents and contractors.

Although the Symbium platform has already been deployed, the CalAPP Program allows grant funds to be used for eligible ongoing costs associated with maintaining and enhancing the system. The Building Division intends to utilize the awarded funds to support continued use of the Symbium platform, including system integration with the City's permitting software, staff training, and related implementation efforts. Specifically, the funding may be used to support integration between the automated solar permitting platform and the City's permitting system, which will further streamline workflows, improve data tracking, and enhance the overall user experience.

The City was awarded $60,000 in CalAPP funding based on its population category and participation in the program. The City has already met program requirements for implementing an automated solar permitting platform and is currently listed as an active participating jurisdiction. As required by the grant program, funding will be provided on a reimbursement basis for eligible expenditures incurred after execution of the agreement. The City is responsible for demonstrating compliance with program requirements and may be required to provide reporting related to solar permitting activity.

Approval of the grant agreement will allow the City to formally accept the funding and leverage it to enhance its existing permitting infrastructure, improve operational efficiency, and continue supporting solar energy adoption within the community. The City's participation in the CalAPP Program positions the City as a leader in adopting efficient, technology-driven permitting solutions that improve service delivery while supporting renewable energy development.

BUDGET IMPACT

The City will receive up to $60,000 in grant funding from the California Energy Commission. There is no local match required and grant funds will be reimbursed to the City based on eligible expenditures in accordance with the grant agreement. Staff recommends a budget allocation in the amount of $60,000 from the undesignated General Fund balance for this purpose.

Attachments

Final Distribution APP-22-304 City of Buena Park.pdf

City of Buena Park CalAPP Grant Application.pdf

STATE OF CALIFORNIA
GRANT AGREEMENT
CEC-146 (Revised 3/2019)

CALIFORNIA ENERGY COMMISSION

RECIPIENT	AGREEMENT NUMBER
City of Buena Park	**APP-22-304**
ADDRESS	AGREEMENT TERM
6650 Beach Blvd. Buena Park, CA 90620	**06/28/2023 to 05/31/2027** The effective date of this Agreement is either the start date or the approval signature date by the California Energy Commission representative below, whichever is later. The California Energy Commission shall be the last party to sign. No work is authorized, nor shall any work begin, until on or after the effective date.

PROJECT DESCRIPTION

The parties agree to comply with the terms and conditions of the following Exhibits which are by this reference made a part of the agreement.

Exhibit A – Application with Scope of Work	Page(s): 4
Exhibit B – APP General Terms and Conditions	Page(s): 5
Exhibit C – Contact List	Page(s): 1

REIMBURSABLE AMOUNT	$ 60,000
MINIMUM MATCH SHARE REQUIRED	$ 0
TOTAL OF REIMBURSABLE AMOUNT AND MINIMUM MATCH	$ 60,000

The undersigned parties have read the attachments to this agreement and will comply with the standards and requirements contained therein.

CALIFORNIA ENERGY COMMISSION		CONTRACTOR	
AUTHORIZED SIGNATURE Adrienne Winuk	DATE 6/29/2023	AUTHORIZED SIGNATURE	DATE 6/29/2023
NAME Adrienne Winuk		NAME Aaron France	
TITLE Contracts, Grants, and Loans Office Manager		TITLE City of Buena Park	
CALIFORNIA ENERGY COMMISSION ADDRESS 715 P Street, MS 18, Sacramento, CA 95814			

ATTACHMENT 01
Grant Application Form – EXHIBIT A

California Automated Permit Processing (CalAPP) Program

1. APPLICANT INFORMATION (REQUIRED)

Jurisdiction Name (please use full legal name as it would appear on the executed grant):

City of Buena Park

Jurisdiction Type (select one):

☒ City ☐ County ☐ City and County

Current Estimated Population State of California Department of Finance Demographics (https://dof.ca.gov/forecasting/Demographics/):

☐ Less than 50,000 ☐ From 100,000 to 200,000

☒ From 50,000 to 99,999 ☐ Greater than 200,000

Project Manager *(serves as point of contact for all communications)*	Name	Alex Lester
	Street Address	6650 Beach Blvd
	City and Zip Code	Buena Park 90620
	Phone Number	(714) 562-3639
	E-Mail Address	alester@buenapark.com

2. FUNDING (REQUIRED)

Assigned Maximum Grant Amount (select ***one***)

☐ **Group 1 ($40,000):** Population less than 50,000

☒ **Group 2 ($60,000):** Population from 50,000 to 99,999

☐ **Group 3 ($80,000):** Population from 100,000 to 200,000

☐ **Group 4 ($100,000):** Population greater than 200,000

3. PROJECT INFORMATION (REQUIRED)

A. Online, automated solar permitting platform to be adopted:

☐ SolarAPP+

☒ Other. If selected, complete Section 4 ("Additional Information")

B. Please select allowable budget item(s) anticipated to be used (Select at least one):

☒ Ongoing in-house staff labor costs associated directly with adoption and maintenance of the platform

☒ Ongoing third-party or consultant time associated directly with adoption and maintenance of the platform

☒ Ongoing staff training and education, specific to the platform

☐ Ongoing training events for local installers, specific to the platform

☒ Essential hardware or equipment necessary to support adoption of the platform

☒ Maintenance, such as adding support for energy storage paired with solar energy system permitting, and subscription cost for permit tracking software in support of adopted permitting platform

C. Estimated Project Timeline*

*Enter actual dates if activities already began

Activity	Date (Month/Year)
Begin Development/Pilot	06/2023
Full Adoption	08/2023
Staff Training	08/2023
Training for Local Installers	09/2023

4. ADDITIONAL INFORMATION (if applicable)

NOTE: Only complete this section if you implement a platform other than SolarAPP+

Please identify whether the following features are supported by the implemented platform. All features are required for the platform to qualify for funding. CEC staff will verify prior to payment approval.

Performs an automated plan review for residential solar energy systems that completes automatic code compliance checks based on user inputs (such as a contractor), thereby enabling or otherwise issuing permits instantly when the project is confirmed as code compliant, without the need for human review	☒ Yes	☐ No
Supports online, immediate fee payment once an application is complete, which may include auto-invoicing of permit fee costs	☒ Yes	☐ No
Supports immediate generation of a permit job card following payment confirmation	☒ Yes	☐ No
Blocks noncompliant applications from receiving a permit	☒ Yes	☐ No
EITHER: 1) Stand-alone permitting tool; **OR** 2) Integrates with current software and inspection platform already in use	☒ Yes	☐ No

5. REPORTING (REQUIRED)

Following adoption and verification of a qualifying platform, the Energy Commission may request, and the Recipient will provide if requested, annual data on the number of permits issued for solar energy systems and a solar energy system paired with an energy storage system including relevant characteristics of those systems, such as system capacity. Please indicate your acceptance of these terms.	☒ Yes	☐ No

6. CERTIFICATION (REQUIRED)

- I am authorized to complete and sign this form on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Authorized Representative:	Alex Lester
Title:	Senior Building Inspector
Phone Number:	(714) 562-3639
E-mail Address:	alester@buenapark.com
Date:	04/27/2023
Signature of Authorized Representative:	

NOTE: Do not overlap signature with surrounding border lines.

California Automated Permit Processing (CalAPP) Program
ATTACHMENT 2 – Terms and Conditions

Added language appears in **bold underlined** font and deleted language appears in strikethrough and within square brackets.

1. Background and Authority for this Grant

California Senate Bill 129 (2021) included an appropriation to the California Energy Commission (CEC) to support a grant program for cities, counties, or cities and counties to establish online solar permitting.

2. Documents Incorporated by Reference and Priority

Incorporated by reference into this agreement are the following documents:

A. Grant Funding Opportunity (GFO) 21-402.
B. Recipient's application to CalAPP.

As between and the incorporated documents and the remainder of this Agreement, the rest of this Agreement takes priority in case of a conflict.

3. Budget, Invoices, and Payments

a) The CEC is only obligated to reimburse the Recipient for paid costs that are (1) incurred during the Agreement Term; (2) invoiced within the required timeframes of this Agreement; (3) not more than this Agreement's budget; and (4) reasonable, actual, and allowable expenses under this Agreement.
b) Recipient acknowledges that the funds under this Agreement have a liquidation date of June 30, 2027, a legal timeframe after which the CEC has no authority to pay the funds. In addition, it takes the CEC administrative time to review, approve, work with the Recipient to correct any errors in, and request the State Controller's Office to pay invoices. Accordingly, Recipient acknowledges that if it does not submit accurate invoices by March 30, 2027, for all amounts due under the Agreement, it risks not receiving payment, and relinquishes all rights to such payments should the CEC not pay it by the liquidation date. Recipient acknowledges that time is of the essence in invoicing by March 30, 2027, for all amounts due under this Agreement.

The Recipient may request payment from the Energy Commission at any time during the term of this Agreement after successful adoption of a qualifying solar permitting platform as verified by the CEC, but no more frequently than monthly. Recipient must use the CAM provided template invoice spreadsheet.

c) If invoicing for in-house staff time, the template invoice spreadsheet must identify the employee's name, hours worked, and billing rate to be included as a reimbursable expense.

d) Unallowable costs include:
- Software not related to the adoption of a qualifying online, automated permitting platform.

- Any costs incurred or activities conducted prior to entering into a grant agreement with the Energy Commission or incurred after the grant agreement has ended.
- Typically excluded items such as food and beverages.
- Advertising costs.
- Fines and penalties.
- Permit processing fees charged by operator of an online platform.
- All other costs not identified as allowable.
- Unreasonable amounts or rates.

4. Certification

By signing this Agreement, Recipient hereby certifies that all funds received pursuant to this Agreement shall be spent exclusively for its CalAPP project in compliance with this Agreement. The Recipient further certifies that it shall comply with all applicable laws in performing this Agreement.

5. Nondiscrimination Statement of Compliance

During the performance of this Agreement, the Recipient and its subcontractors will not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition, age, marital status, or denial of family care leave. The Recipient and its subcontractors will ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

The Recipient and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code Sections 12990 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4.1 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part of it as if set forth in full. The Recipient and its subcontractors will give written notice of their obligations under this section to labor organizations with which they have a collective bargaining or other Agreement.

The Recipient shall include the nondiscrimination and compliance provisions of this section in all subcontracts to perform work under this Agreement.

6. Drug-Free Workplace Certification

By signing this Agreement, the Recipient certifies under penalty of perjury under the laws of the State of California that it will comply and will ensure its subcontractors will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.). In addition to any other rights and remedies available to the CEC, failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both, and the Recipient may be ineligible for any future state awards if the CEC determines that any of the following

has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements of the Act.

[~~By signing this Agreement, the Recipient certifies under penalty of perjury under the laws of the State of California that it will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and will provide a drug-free workplace by taking the following actions:~~

1) ~~Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited, and specifying actions to be taken against employees for violations as required by Government Code Section 8355(a).~~

2) ~~Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:~~

   ~~• The dangers of drug abuse in the workplace;~~
   ~~• The person's or organization's policy of maintaining a drug-free workplace;~~
   ~~• Any available counseling, rehabilitation, and employee assistance programs; and~~
   ~~• Penalties that may be imposed upon employees for drug abuse violations.~~

3) ~~Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed project:~~

   ~~• Will receive a copy of the company's drug-free policy statement; and~~
   ~~• Will agree to abide by the terms of the company's statement as a condition of employment on the project.~~]

~~In addition to any other rights and remedies available to the CEC, failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both, and the Recipient may be ineligible for any future state awards if the CEC determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.~~

7. Americans With Disabilities Act

By signing this Agreement, the Recipient assures the CEC that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. Section 12101, et seq.), which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

8. Accounting and Audit

The Recipient will keep separate, complete, and correct accounting of the costs involved in completing the Agreement. The Recipient agrees that the CEC, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Recipient agrees to maintain such records for possible audit for a minimum of three (3) years after the Agreement ends in any way. The Recipient

agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Recipient agrees to include a similar right of the CEC, the Bureau of State Audits, or their designated representative, to audit records and interview staff in any subcontract related to performance of this Agreement. These rights and responsibilities are in addition to and not restrictive of those in Section 16. Access to Sites and Records.

9. Public Works

The Recipient is responsible for complying with all applicable laws, which can include public works requirements under the Labor Code. Recipient acknowledges acceptance of Agreement funds may trigger public works laws (Labor Code Section 1720 et seq.), a requirement of which is to pay prevailing wages, applying to its entire project. If the project is public works then it is subject to compliance monitoring and enforcement by the Department of Industrial Relations. By signing this Agreement, Recipient certifies that it shall comply with all applicable Public Works laws and requirements.

10. Intellectual Property

As between the Recipient and the CEC, the Recipient owns all intellectual property it or its subcontractors create under this Agreement. The CEC has a no-cost, non-exclusive, transferable, irrevocable, royalty-free, worldwide, perpetual license to use, publish, translate, modify, and reproduce all intellectual property, such as the products identified in Section 2. above, for governmental purposes the Recipient or its subcontractors create under this agreement. The Recipient shall include a provision securing these rights for the CEC in all of its subcontractor agreements related to performance of this Agreement.

11. Amendment

No amendment or variation of this Agreement shall be valid unless made in writing and signed by both the Recipient and CEC.

12. Governing Law

This Agreement is governed by the laws of the State of California as to interpretation and performance.

13. Independent Capacity

In the performance of this Agreement, Recipient and its agents, subcontractors, and employees will act in an independent capacity and not as officers, employees, or agents of the CEC or the State of California.

14. Severability

If any provision of this Agreement is unenforceable or held to be unenforceable, all other provisions of this Agreement will remain in full force and effect.

15. Waiver

No waiver of any breach of this Agreement constitutes waiver of any other breach. All remedies in this Agreement will be taken and construed as cumulative, meaning in addition to every other remedy provided in the Agreement or by law.

16. Access to Sites and Records

The Recipient shall provide during the Agreement and for at least 3 years after the Agreement ends in any way to the CEC or its representatives reasonable access to all project sites and to all records related to this Agreement. These rights and responsibilities are in addition to and not restrictive of those in Section 8. Accounting and Audit.

17. Termination Without Cause

The CEC may terminate this Agreement without cause upon giving written notice to the Recipient. In this event, the Recipient will use all reasonable efforts to mitigate its expenses and obligations.

18. Third-Party Beneficiary

The Recipient shall in every subcontract under this Agreement include a provision indicating the CEC is a third-party beneficiary to the agreement.

19. Survival of Terms

The following terms survive this Agreement no matter how the agreement ends, such as by its own terms or via termination:

- 8. Accounting and Audit
- 9. Public Works
- 10. Intellectual Property
- 12. Governing Law
- 14. Severability
- 15. Waiver
- 16. Access to Sites and Records
- 18. Third-Party Beneficiary

Exhibit C
CONTACT LIST

California Energy Commission	Recipient
Commission Agreement Manager: Adam Van Winkle California Energy Commission 715 P Street, MS-45 Sacramento, CA 95814 Phone: 916-891-9060 e-mail: adam.vanwinkle@energy.ca.gov	**Project Manager:** Alex Lester 6650 Beach Blvd Buena Park, CA 90620 Phone: (714) 562-3639 e-mail: alester@buenapark.com
Confidential Deliverables/Products California Energy Commission Contracts, Grants, and Loans Officer 715 P Street MS-18 Sacramento, CA 95814	**Administrator:** Matt Foulkes 6650 Beach Blvd Buena Park, CA 90620 Phone: (714) 562-3610 e-mail: mfoulkes@buenapark.com
Invoices, Progress Reports and Non-Confidential Deliverables to: California Energy Commission Accounting Officer 715 P Street MS-2 Sacramento, CA 95814 Email PDF of Payment Request invoice packet to: invoices@energy.ca.gov	**Accounting Officer:** Sung Hyun 6650 Beach Blvd Buena Park, CA 90620 Phone: (714) 562-3713 e-mail: shyun@buenapark.com
Legal Notices: Tatyana Yakshina Grants Manager 715 P Street MS-18 Sacramento, CA 95814 Phone: (916) 827-9294 e-mail: tatyana.yakshina@energy.ca.gov	**Recipient Legal Notices:** Chris Cardinale 13181 Crossroads Pkwy North, Ste 400 – West Tower City of Industry, CA 91746 Phone: (562) 699-5500 e-mail: CCardinale@agclawfirm.com

ATTACHMENT 01
Grant Application Form – EXHIBIT A

California Automated Permit Processing (CalAPP) Program

1. APPLICANT INFORMATION (REQUIRED)

Jurisdiction Name (please use full legal name as it would appear on the executed grant):

City of Buena Park

Jurisdiction Type (select one):

☒ City ☐ County ☐ City and County

Current Estimated Population State of California Department of Finance Demographics (https://dof.ca.gov/forecasting/Demographics/):

☐ Less than 50,000
☒ From 50,000 to 99,999
☐ From 100,000 to 200,000
☐ Greater than 200,000

Project Manager *(serves as point of contact for all communications)*	Name	Alex Lester
	Street Address	6650 Beach Blvd
	City and Zip Code	Buena Park 90620
	Phone Number	(714) 562-3639
	E-Mail Address	alester@buenapark.com

2. FUNDING (REQUIRED)

Assigned Maximum Grant Amount (select ***one***)

☐ **Group 1 ($40,000):** Population less than 50,000

☒ **Group 2 ($60,000):** Population from 50,000 to 99,999

☐ **Group 3 ($80,000):** Population from 100,000 to 200,000

☐ **Group 4 ($100,000):** Population greater than 200,000

3. PROJECT INFORMATION (REQUIRED)

A. Online, automated solar permitting platform to be adopted:

☐ SolarAPP+

☒ Other. If selected, complete Section 4 ("Additional Information")

B. Please select allowable budget item(s) anticipated to be used (Select at least one):

☒ Ongoing in-house staff labor costs associated directly with adoption and maintenance of the platform

☒ Ongoing third-party or consultant time associated directly with adoption and maintenance of the platform

☒ Ongoing staff training and education, specific to the platform

☐ Ongoing training events for local installers, specific to the platform

☒ Essential hardware or equipment necessary to support adoption of the platform

☒ Maintenance, such as adding support for energy storage paired with solar energy system permitting, and subscription cost for permit tracking software in support of adopted permitting platform

C. Estimated Project Timeline*

*Enter actual dates if activities already began

Activity	Date (Month/Year)
Begin Development/Pilot	06/2023
Full Adoption	08/2023
Staff Training	08/2023
Training for Local Installers	09/2023

4. ADDITIONAL INFORMATION (if applicable)

NOTE: Only complete this section if you implement a platform other than SolarAPP+

Please identify whether the following features are supported by the implemented platform. All features are required for the platform to qualify for funding. CEC staff will verify prior to payment approval.

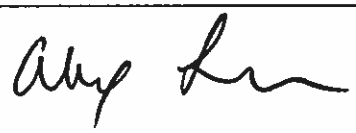
Performs an automated plan review for residential solar energy systems that completes automatic code compliance checks based on user inputs (such as a contractor), thereby enabling or otherwise issuing permits instantly when the project is confirmed as code compliant, without the need for human review	☒ Yes	☐ No
Supports online, immediate fee payment once an application is complete, which may include auto-invoicing of permit fee costs	☒ Yes	☐ No
Supports immediate generation of a permit job card following payment confirmation	☒ Yes	☐ No
Blocks noncompliant applications from receiving a permit	☒ Yes	☐ No
EITHER: 1) Stand-alone permitting tool; **OR** 2) Integrates with current software and inspection platform already in use	☒ Yes	☐ No

5. REPORTING (REQUIRED)

Following adoption and verification of a qualifying platform, the Energy Commission may request, and the Recipient will provide if requested, annual data on the number of permits issued for solar energy systems and a solar energy system paired with an energy storage system including relevant characteristics of those systems, such as system capacity. Please indicate your acceptance of these terms.	☒ Yes	☐ No

6. CERTIFICATION (REQUIRED)

- I am authorized to complete and sign this form on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Authorized Representative:	Alex Lester
Title:	Senior Building Inspector
Phone Number:	(714) 562-3639
E-mail Address:	alester@buenapark.com
Date:	04/27/2023
Signature of Authorized Representative:	

NOTE: Do not overlap signature with surrounding border lines.

April 28, 2026
CONSENT CALENDAR
Item No. 4H.

City Council Agenda Report

APPROVAL OF A BUDGET ALLOCATION FOR THE MICROGRID INCENTIVE PROGRAM (MIP) GRANT

PREPARED BY	PRESENTED BY
Lotus Thai, Sustainability Manager	Lotus Thai, Sustainability Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Matt Foulkes, Director of Community & Economic Development	Aaron France, City Manager

RECOMMENDED ACTION

1) Approve a budget amendment in the amount of $25,000 for the MIP grant application fee.

PREVIOUS CITY COUNCIL ACTION

This item was discussed by City Council at the June 10, 2025, study session.

DISCUSSION

In 2023, the California Public Utilities Commission (CPUC) approved a new Microgrid Incentive Program (MIP) to be administered by investor-owned utilities such as Southern California Edison (SCE) within disadvantaged and vulnerable communities (DVCs). The MIP is a competitive grant program providing $200 million ($91.34 million to SCE customers) in funding to communities potentially affected by power outages, power shutoffs, and other disaster events. The goal of the program is to advance power critical services like fire stations, hospitals, etc.; advance climate resiliency technology; provide reliable energy to disadvantaged populations; and inform future clean energy initiatives.

Microgrid Incentive Programs Can Fund:

- Up to $14 million per community microgrid project for management, engineering, and development costs, such as in front-of-the-meter batteries and clean generation resources
- Up to $3 million for Special Facilities-related costs
- Up to $1 million for interconnection-related costs
- Up to $25,000 for application development-related costs

Since April 2025, City staff has worked with Clean Coalition, a non-profit organization dedicated to accelerating the transition to renewable energy, to apply for the Buena Park microgrid project. The project would include all buildings within the Civic Center (i.e. Police Department, City Hall and Community Center).

Clean Coalition charges a fee of $25,000 to prepare and submit the MIP grant application. This fee is reimbursed by the grant for application development-related costs. On April 1, 2026, SCE issued a remittance check in the amount of $25,000 to the City, which will be used to pay Clean Coalition.

BUDGET IMPACT

A budget amendment of $25,000 from the City’s undesignated General Fund balance is needed to upfront the cost of the Clean Coalition fee. A remittance check in this amount has been received by SCE.

April 28, 2026
CONSENT CALENDAR
Item No. 4I.

City Council Agenda Report

RESOLUTION DECLARING THE PROPERTY LOCATED AT 6591 BEACH BOULEVARD TO BE SURPLUS LAND PURSUANT TO GOVERMENT CODE SECTION 54220-54234

PREPARED BY	PRESENTED BY
Matt Foulkes, Director of Community and Economic Development	Matt Foulkes, Director of Community and Economic Development
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Matt Foulkes, Director of Community & Economic Development	Aaron France, City Manager

RECOMMENDED ACTION

1) Adopt a Resolution declaring the City-owned real property located at 6591 Beach Boulevard, Buena Park, CA (the "Property") to be "surplus land" pursuant to the California Surplus Land Act (California Government Code § 54220 *et seq*., the "SLA").

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

The California Surplus Land Act (SLA) dictates the process by which state and local government agencies may dispose of real property. The SLA's requirements apply to both general law and charter cities, as well as real property assets owned by redevelopment "successor agencies." Before a local agency may dispose of property the City Council must first take a formal action to declare the property to be either "surplus land" or "exempt surplus land". This determination must be made during a public meeting and supported by evidence in the record before the City Council. If a property is declared "surplus land," the City must advertise its availability for purchase or lease to affordable housing entities, affordable housing developers, school districts, and other agencies listed in the SLA.

The SLA preserves the City's land use and zoning authority, and the Guidelines for implementing the Surplus Land Act issued by the Department of Housing and Community Development ("HCD") allow the "notice of availability" to include reasonable conditions or restrictions on development of the Property that are imposed by the local agency, so long as those conditions or restrictions are reviewed in advance by HCD and do not prohibit housing.

The notice of availability period is 60-days, after which the agency must enter into a 90-day good faith negotiating period with any party responding with written interest in the subject property. If no party expresses interest in the surplus property, or if the agency is unable to reach terms with an interested party during the 90-day negotiating period, the agency is then free to dispose of the surplus land as otherwise permitted by California law and no longer needs to follow provisions of the SLA.

Staff has prepared a Resolution for the City Council's consideration formally declaring the Property to be "surplus land" and authorizing staff to issue a notice of availability for the Property. The notice of availability would advise parties interested in developing housing on the Property of the City's desire to see the existing building preserved, as well as its current designation as a Historical resource in the Conservation and Sustainability Element of the General Plan.

BUDGET IMPACT

There is no budget impact associated with this action.

Attachments

Attachment 1 - CC Resolution 6591 Beach Boulevard.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, DECLARING CERTAIN REAL PROPERTY OWNED BY THE CITY TO BE "SURPLUS LAND" UNDER THE CALIFORNIA SURPLUS LAND ACT – 6591 BEACH BOULEVARD, BUENA PARK, CALIFORNIA

Recitals.

WHEREAS, the real property located at 6591 Beach Boulevard, Buena Park, CA (the "Property") is improved with an approximately 1,058 square foot building that is designated Historical Resource within the City of Buena Park General Plan Conservation and Sustainability Element (Chapter 5, Table CS-1); and

WHEREAS, the City desires to market and consider offers to lease the Property subject to preservation of the building; and

WHEREAS, California's Surplus Land Act (as amended by Assembly Bill 1486 and codified in Government Code sections 51036 *et seq*., the "Act"), and the Guidelines for Implementation of the Act ("Guidelines") published by the Department of Housing and Community Development ("HCD"), require that the City Council, before approving the disposition of any real property owned by the City, first take formal action at a public meeting to declare the property to be "surplus land" and thereafter requires the City to comply with HCD's disposition procedures for "surplus land"; and

WHEREAS, the Act and Guidelines authorize local agencies to impose reasonable development conditions or restrictions on the disposition of surplus land, provided any such conditions or restrictions are first reviewed by HCD and included in the City's "notice of availability" distributed to the governmental entities and affordable housing sponsors identified in the Act; and further, the Act preserves the City's local jurisdictional authority and discretion to approve land use, zoning, or entitlement decisions in connection with surplus land;

WHEREAS, the City Council has scheduled and conducted a public meeting at which it has considered staff reports and presentations, public testimony, and other evidence presented in connection with this matter, and all prerequisites to the adoption of this Resolution have been duly performed.

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF BUENA PARK HEREBY FIND, DECLARE AND RESOLVE AS FOLLOWS:

SECTION 1. Based upon staff reports, presentations, public testimony, and other evidence presented to the City Council during the public meeting at which this item was considered, the City Council finds and declares that the foregoing recitals are true and correct and incorporated into this Resolution as substantive findings and a material part hereof; and based upon such evidence, the City Council makes the additional factual findings and declarations set forth below in this Resolution.

SECTION 2. The City Council hereby declares the Property is "surplus land" pursuant to California Government Code § 54220 et seq., provided that the development of the Property recognizes the historic

nature of the building and makes every reasonable effort to retain and preserve the exterior of the building, and the proposed use is consistent with the General Plan and zoning code regulations applicable to the Property, as the same may be amended in the discretion of the City Council. Following adoption of this Resolution staff is authorized and directed to follow the procedures outlined in the California Surplus Land Act for disposition of surplus property.

SECTION 3. The City Manager is authorized and directed to submit a copy of this Resolution and draft notice of availability to the California Department of Housing and Community Development for review as contemplated by the Guidelines, and to take such further actions as are reasonably necessary to effectuate the purpose of this Resolution and to satisfy the pre-disposition requirements of the Act and Guidelines relating to the Property.

SECTION 4. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA"), and approval of this Resolution is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(2). This action will not result in a direct or reasonably foreseeable indirect physical change in the environment, as it does not commit the City to a definite course of action and thus does not constitute a formal approval of any agreement related to the Properties pursuant to CEQA Guidelines Section 15352. Any future disposition or discretionary land use approvals relating to the Site will be subject to future CEQA review pursuant to CEQA Guidelines Section 15004, which provides direction to lead agencies on the appropriate timing for environmental review.

SECTION 5. The City Clerk shall certify to the passage and adoption of this resolution, which shall become effective immediately upon adoption.

PASSED AND ADOPTED this _____ day of _____ 2026 by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

_____
Mayor

ATTEST:

_____
City Clerk

I, Adria M. Vicuña, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this _____ day of _____ _____.

_____
City Clerk

April 28, 2026
CONSENT CALENDAR
Item No. 4J.

City Council Agenda Report

RESOLUTION UPDATING THE CITYWIDE RECORDS RETENTION SCHEDULE

PREPARED BY	PRESENTED BY
Sarah Guerra, Administrative Assistant	Sarah Guerra, Administrative Assistant
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Aaron France, City Manager	Aaron France, City Manager

RECOMMENDED ACTION

1) Adopt the resolution updating the Citywide Records Retention Schedule.

PREVIOUS CITY COUNCIL ACTION

On February 27, 2024, the City Council adopted Resolution No. 14811 adopting a Citywide Records and Information Management Program, and a Citywide Records Retention Schedule (Schedule). On June 10, 2025, the City Council adopted Resolution No. 14990 updating the Citywide Records Retention Schedule.

DISCUSSION

The Records Retention Schedule served to identify and categorize all records maintained by each City department, ensuring the efficient and systematic retention and disposal of City records. City Clerk staff members remain committed to maintaining a robust records management program and have proposed updates to ensure continued compliance with applicable laws and alignment with current departmental operations.

Revision to the Schedule are red-lined in the attachment to this agenda report.

BUDGET IMPACT

There is no budget impact associated with this item.

Attachments

Resolution - Updated Records Retention Schedule - 2026.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, UPDATING THE CITYWIDE RECORDS RETENTION SCHEDULE

WHEREAS, the City Clerk is responsible for the administration and management of City records and public records and their retention as determined by their legal, fiscal, administrative and archival value; and

WHEREAS, California Government Code Sections 34090 provides for the disposition of City records and public records, including the destruction of duplicate City records and public records that are no longer needed for reference, and in a manner prescribed by the legislative body of the City; and

WHEREAS, the City Clerk has also developed a Records Retention Schedule, attached hereto as Exhibit "A," for purposes of itemizing all records maintained by each department of the City that will facilitate the orderly and efficient retention and destruction of City records and public records; and

WHEREAS, each record series contained in the attached Records Retention Schedule has been examined and approved for retention or destruction by the City Attorney, the City Clerk and the appropriate Department Head; and

WHEREAS, the City Council desires to adopt the updated Records Retention Schedule in the form attached hereto.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The updated Record Retention Schedule, in the form attached to this Resolution as Exhibit "A" and made part by reference, is hereby adopted.

Section 2. The City Clerk is hereby authorized to and directed to retain and destroy records identified on the Records Retention Schedule and in accordance with the procedures contained in the Records and Information Management Program.

PASSED AND ADOPTED this 28th day of April 2026 by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

_____
Mayor

ATTEST:

_____
City Clerk

I, Adria M. Vicuña, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this 28th day of April 2026.

_____
City Clerk

01-00-00 CITYWIDE (ALL DEPARTMENTS)

Legend: AA - After Audit, AC - After Completion/Closure, ACT - While Active, AD - After Disposition, AE - After Expiration, AFP - After Final Payment, AP - After Approval, AR - Annually Review, AS - After Separation, AT - After Termination, C - Confidential, CM - Current Month, CY - Current Year, EY - Event Year, H - Historical, IND - Indefinite, L - Life of Board, Building, Vehicle, Registrant, Improvement or System, P - Permanent, S - After Superseded, V - Vital, +[Number] - Plus Years or Months

Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
01-01-00	**Administrative Materials**					
01-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
01-01-02	Correspondence & Reports - External		City-wide		**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
01-01-03	Correspondence & Reports - Internal		City-wide		**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
01-01-04	Departmental Goals/Objectives		City-wide		**S+5**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines recommends retaining for 5 years after superseded.
01-01-05	Administrative Policies & Procedures	Includes personnel rules and regulations, department policies and general administrative polices and procedures.	City-wide		**S+5**	GC 34090; 2 year minimum CCP 343; 4 years to commence action Administrative Record, State of California Guidelines recommends retaining for 5 years after superseded.
01-01-06	Staff, Interdepartmental & Internal Committee Meetings	Includes informal meeting agendas.	City-wide		**EY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
01-01-07	Surveys, Studies & Questionnaires - General City		City-wide		**AC+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years after completion for general studies and surveys
01-01-08	Supervisor's Personnel Files	Includes supervisor files on employees. File sent to HR after employee separates from the City.	City-wide		**ACT**	Transitory Record; Maintain as long as necessary for current business activities. GC 34090.7; Duplicate information may be destroyed within the 2 year minimum retention requirement. Duplicates must not be kept longer than the retention life of the original record.
01-01-09	Text Messages	Not related to a project.			**60 Days**	Transitory Record; Maintain as long as necessary for current business activities.
01-01-10	Emails	Not related to a project.			**90 Days**	Transitory Record; Maintain as long as necessary for current business activities. City Council Policy No. 27
01-01-11	Social Media, Calendars	Not related to a project.			**2 Years**	GC 34090; 2 year minimum requirement
01-01-12	Budget Workpapers, Departmental		City-wide		**S+2**	GC 34090; 2 years minimum State of California Guidelines; 2 years after audit Administrative Decision: Maintain departmental budget workpapers until superseded plus 2 years since information is compiled into the final budget and/or Finance budget workpapers.
01-01-13	Payroll Files	Maintained by the departments. Includes timesheets and Personnel Action Forms. Copies maintained in each department for reference only.	City-wide		**ACT**	GC 34090.7; Duplicates may be destroyed within the 2 year minimum period. Duplicates must not be kept longer than the retention life of the original record. Administrative Record, State of California Guidelines
04-16-40	Public Hearing Notices	Notices for City Council and boards, commissions and committees.	City-wide		**CY+4**	GC 34090; 2 year minimum requirement CCP 343; Statutes of limitations, 4 years
01-02-00	**Reference Materials**					

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01-00-00 CITYWIDE (ALL DEPARTMENTS)

Legend: AA - After Audit, AC - After Completion/Closure, ACT - While Active, AD - After Disposition, AE - After Expiration, AFP - After Final Payment, AP - After Approval, AR - Annually Review, AS - After Separation, AT - After Termination, C - Confidential, CM - Current Month, CY - Current Year, EY - Event Year, H - Historical, IND - Indefinite, L - Life of Board, Building, Vehicle, Registrant, Improvement or System, P - Permanent, S - After Superseded, V - Vital, +[Number] - Plus Years or Months

Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
01-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
01-02-02	Chronological Files		City-wide		**ACT**	GC 34090.7; Duplicates may be destroyed within the 2 year minimum period. Duplicates must not be kept longer than the retention life of the original record. Administrative Record, State of California Guidelines
01-02-03	Professional Associations/Organizations		City-wide		**CY+2**	GC 34090d; 2 year minimum requirement Administrative Record, State of California Guidelines
01-02-04	Community Organizations/Foundations		City-wide		**CY+2**	GC 34090d; 2 year minimum requirement Administrative Record, State of California Guidelines
01-02-05	Complaints	General complaints to City departments. Does not include claims against the City or formal complaints with the Police Department.	City-wide		**AC+7**	GC 34090; 2 year minimum requirement 42 USC 1983; Settlement of civil rights complaint plus 7 years
01-02-06	Mailing Lists	Includes physical and electronic mailing lists.	City-wide		**ACT**	Administrative Record; Maintain current version.
01-02-07	Community Information/Events		City-wide		**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Current year plus 2 years, review annually for historical content
01-02-08	City-sponsored Event Planning	For events sponsored and put on by the departments.			**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Current year plus 2 years, review annually for historical content
01-02-09	Historical Information/Events	Photographs, Historical Projects, etc. Confirm with the City Clerk's Office on historical value. Transfer to City Clerk's Office.	City-wide	H	**P**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Retain permanently for historical value.
01-02-10	Public Relations Information / Handouts / Speeches / Biographies	Public outreach.	City-wide	H	**EY+7, AR**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 7 Administrative Decision: Review before destruction for potential historical content and reclassification to Historical Information/Events as a permanent record.
01-02-11	Technical Reference		City-wide		**ACT**	GC 34090.7; Duplicates and reference materials may be destroyed within the 2 year minimum.
01-02-12	Informational Brochures, Leaflets & Handouts		City-wide		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
01-02-13	Employee Rosters		City-wide		**S+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Maintain rosters for 2 years after superseded.
01-03-00	**Materials from Other Agencies & Cities - Non-project Related**					

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01-00-00 CITYWIDE (ALL DEPARTMENTS)

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
01-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
01-03-02	Federal Agencies	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-03-03	State Agencies	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-03-04	Regional/National Agencies	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-03-05	County Agencies	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-03-06	Adjacent Cities	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-03-07	Special Districts	Correspondence & reports not attached to contracts, agreements or specific projects. Review annually for content.	City-wide		**CY+2, AR**	GC 34090; 2 year minimum State of California Guidlines; Administrative Record
01-04-00	**Grant Administration**					
01-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
01-04-02	CDBG Grant Applications & Agreements Working Files	Departments are responsible for maintaining copies of invoices paid toward grants and longer retention term applies, as needed. City Clerk is responsible for the executed grant agreement.	City-wide		**AFP+4 ***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 4 years after grant closure. * State recommends referring to grant application close-out procedures, if any.

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02-00-00 CITY CLERK

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-01-00	**Clerk Administration**					
02-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-01-02	Oaths of Office	For staff, council and boards and commissions.	Clerk		**AT+6**	GC 34090; 2 year minimum requirement State of California Guidelines; 6 years after termination for elected officials.
02-01-03	Special Projects & Programs	Includes We Lead BP, BP Community Academy, Memorial Day Event and other special projects and programs.	Clerk		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for special projects.
02-01-04	Census Records		Clerk		**S+10**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for special projects. Administrative Decision: Maintain census information for 10 years after the census cycle to support the next census.
02-02-00	**City Council & Governing Bodies**					
02-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-02-02	Agendas & Agenda Packets	Agenda, staff reports, supplemental communications and all other supporting documentation for City Council, Redevelopment Successor Agency and Parking Authority regular and special meetings.	Clerk		**P**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain for the Current Year plus 2 years Administrative Decision: Maintain agenda packets permanently for significant reference value.
02-02-03	Closed Sessions Reports	City Attorney responses and supporting documentation	Clerk	C	**P**	GC 34090e; Minutes of governing bodies, Permanent GC 36814; Maintain record of proceedings GC 40801; Maintain record of proceedings
02-02-04	Ceremonial Items	Includes Mayoral certificates of proclamations, special commendation, certificates of recognition.	Clerk	H	**CY+2, AR**	GC 34090; 2 years minimum Potential historical content. Review for permanent retention.
02-02-05	Minutes	Includes City Council / Redevelopment Agency / Redevelopment Successor Agency Oversight Board, Public Financing Authority.	Clerk	V, H	**P**	GC 34090e; Minutes of governing bodies, Permanent GC 36814; Maintain record of proceedings GC 40801; Maintain record of proceedings State of California Guidelines; Permanent
02-02-06	Video Meeting Recordings	Stored on the cloud and provided to the City on disk.	Clerk		**CY+10**	GC 54953.5; 30 days after recording Administrative Decision: Maintain meeting recordings for the current year plus 10 years for reference value.

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02-00-00 CITY CLERK

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-02-07	Speaker Identification Cards		Clerk		**CY+2**	GC 34090; 2 year minimum requirement CCP 1094.6; 90 days to file petition, 190 days to respond to petition State of California Guidelines; Maintain for the Current Year plus 2 years
02-02-08	Mayor & Councilmember Correspondence	General correspondence to or from outside sources.	Clerk / Manager		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
02-02-09	Council Calendar Events	Events that councilmembers and/or the mayor may attend or host – planning timelines, invitations, program, script, attendance lists, recognition lists, invoices and follow up correspondence.	Clerk	H	**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Current year plus 2 years, review annually for historical content
02-02-10	Sexual Harrassment Training Certificates		Clerk		**CY+2**	2 CCR 11024(b)(2); Maintain certificates at least 2 years.
02-03-00	**Boards, Commissions & Committees - Membership Materials**					
02-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-03-02	Administrative Files	Attendance reports, web page development, meeting calendars, communications to staff liaisons, training and resource materials, appointment, termination and leave of absense correspondence, programmatic rules review, research and analysis.	Clerk		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
02-03-04	Rosters	Reflects current membership. Maintained electronically.	Clerk		**IND**	Transitory Record; Databases are maintained while active
02-03-05	Recruitment Materials	Includes annual Maddy Act Notices, annual and periodic notices of vacancy, press releases, social media distribution and other vacancy information.	Clerk		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
02-03-06	Applications, Appointed	Applications submitted as part of the Council recruitment/interview or Committee appointment process.	Clerk		**AT+5**	GC 34090; 2 years minimum GC 40801; Maintain record of proceedings State of California Guidelines; 5 years after term of office
02-03-07	Applications, Unsuccessful		Clerk		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; maintain not selected applications for 2 years after completion
02-03-08	Commissioner's Handbook		Clerk		**S+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-04-00	**Legal & Legislative**					
02-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-04-02	Articles of Incorporation		Clerk	V, H	**P**	GC 34090(e); Permanent for decisions of the City GC 40806; Maintain State of California Guidelines; Permanent
02-04-03	Charter & Amendments		Clerk	V, H	**P**	GC 34090(e); Permanent for decisions of the City GC 40806; Maintain State of California Guidelines; Permanent
02-04-04	Ordinances		Clerk	V, H	**P**	GC 34090(e); Permanent for decisions of the City GC 40806; Maintain State of California Guidelines; Permanent
02-04-05	Resolutions		Clerk	V, H	**P**	GC 34090(e); Permanent for decisions of the City GC 40806; Maintain State of California Guidelines; Permanent
02-04-06	Municipal Code		Clerk	V, H	**P**	GC 34090(e); Permanent for decisions of the City State of California Guidelines; Permanent
02-04-07	Legal Notices / Advertising / Summons	Not included in case files. Includes proof of publication and affidavits of publication, posting logs and summons logs.	Clerk		**CY+4**	GC 34090; 2 year minimum requirement CCP 343; Statutes of limitations, 4 years
02-04-08	Litigation / Lawsuits / Court Cases	Duplicate of originals on file with the County. General cases High profile cases	Attorney		**AC+7** **P**	GC 34090; 2 year minimum requirement State of California Guidelines; 7 years after closure for case records; maintain high profile cases permanently.
02-04-09	Public Records Act Requests		Clerk		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion
02-04-10	Claims Against the City		Clerk		**AC+6**	GC 34090; 2 year minimum requirement 29 USC 1113; 6 years after date of last action, or 3 years after plaintiff had knowledge of breach or violation, whichever comes first. State of California Guideline; 5 years after settlement or closure
02-04-11	City Attorney Advice / Opinions	Attorney/Client privilege.	Attorney	C	**P**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded Administrative Decision: Maintain legal opinions permanently for reference purposes.
02-04-12	Subpoenas	Copies and subpoenas logs.	Clerk		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for subpoenas
02-05-00	**Agreements / Contracts / MOUs**					

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-05-02	Bid Sign-in & Results	Does not include detailed bid summary which goes into the agenda packet.	Clerk		**AC+5**	GC 34090; 2 years minimum CCP 337(2) & (3); Statute of limitations State of California Guidelines; 5 years after audit for successful bids. Administrative Decision: 5 years after completion of project associated with the bid.
02-05-03	Bids, Unsuccessful	Maintained separately from the CIP contract and successful bid.	City-wide		**AC+2**	GC 34090; 2 years minimum State of California Guidelines; 2 years after closure of the bid.
02-05-04	Service, Equipment & Supply Agreements	Vendors, product acquisitions, professional service agreements, services, individual employment, professional services and consultants, purchase, leases, licenses and all other general City agreements. Includes associated certificates of insurance. City Clerk maintains any contracts and agreements over $30,000. Departments retain contracts and agreements under $30,000.	City-wide		**AC+4**	CCP 337.2; Statutes of limitations of 4 years CCP 337(2)&(3); Statutes of limitations of 4 years CCP 343; Statutes of limitations of 4 years 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
02-05-05	Infrastructure Agreements	Capital improvements (including successful bids), development, subdivision, franchise, joint powers, mutual aid, labor MOU, bonds and other infrastructure related agreements. Includes associated certificates of insurance.	Clerk		**P**	GC 34090(a), Real property records, maintain CCP 337(2)&(3); Statutes of limitations of 4 years CCP337, 337.1(a), 337.15; Statutes of limitations of 4 years CCP 337.2; Statutes of limitations of 4 years CCP 343; Statutes of limitations of 4 years 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al. H&S 19850; Life of Building, with exceptions. 29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; Permanent
02-05-06	Grant Agreements		Clerk		**AFP+5***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-05-07	Settlement Agreements		Clerk		**Varies**	CCP 343; Statutes of limitations, general 4 years State of California Guidelines; 5 years after termination for non-capital improvement agreements and contracts * Retention period may vary. Review the settlement agreement for retention period.
02-06-00	**Property Related Records**					
02-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-06-02	Assessment Districts	Prop. 218 proceedings and election materials.	Clerk		**P**	GC 34090(a); Permanent for land and property records CCP 338; 3 year statute of limitations State of California Guidelines; Permanent
02-06-03	Assessment District Ballots & Protest Letters		Clerk		**AC+2**	GC 53753; 2 years after completion for ballots GC 53755; 2 years after completion for protests
02-06-04	Easements, Deeds, Quitclaim Deeds, Grant Deeds & Dedications		Clerk		**P**	GC 34090(a); Permanent for land and property related documents 24 CFR 1710; Permanent
02-06-05	Lot Mergers		Clerk		**P**	GC 34090(a); Permanent for land and property records. State of California Guidelines; Permanent
02-06-06	Vacations / Abandonments / Condemnations		Clerk		**P**	GC 34090(a); Permanent for land and property records. State of California Guidelines; Permanent
02-06-07	Annexations		Clerk		**P**	GC 34090(a); Permanent for land and property records. State of California Guidelines; Permanent
02-06-08	General Plans, Elements & Amendments		Clerk		**P**	GC 34090(a); Permanent for land and property records. State of California Guidelines; Permanent

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02-00-00 CITY CLERK

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-07-00	**Finance Related Records**					
02-07-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-07-02	Audit Reports / ACFR	Report generated by Finance Department and retained by the City Clerk's Office.	Clerk		**P**	GC 34090; 2 years minimum State of California Guidelines; 7 years after audit Administrative Decision: Maintain annual financial statements permanently.
02-07-03	Final Annual Budgets	Report generated by Finance Department and retained by the City Clerk's Office.	Clerk		**P**	GC 34090; 2 years minimum State of California Guidelines; 7 years after audit Administrative Decision: Maintain annual budgets permanently for reference.
02-07-04	Master Fee Schedules		Clerk		**CY+2**	GC 34090; 2 years minimum
02-08-00	**Elections Materials**					
02-08-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-08-02	Election Administrative Files	City Clerk administrative, research and working files retained for future reference. Includes voter rosters, official precinct materials, correspondence, and election signs, notices and legal publications.	Clerk		**AC+5**	EC 17000-1; Affidavits and indexes are 5 years EC 17300; 5 years after election for election rosters EC 17302-6; 6 months after election, if no contest, for election records GC 81009; Campaign reports, not including candidate's campaign statements GC 34090.7; Duplicate copies may be destroyed at any time if the City Council has prescribed a procedure for destruction of duplicates per GC 34090.7. Non-records may be destroyed at any time. For all election documents where the State's requirement is permanent, but for which the County maintains the original documents.
02-08-03	Election History Files	Election Certification, voter turn out data and other historical election information.	Clerk		**P**	GC 34090; 2 year minimum requirement State of California Guidelines; Permanent for election history files
02-08-04	Candidate Filing Forms and Nomination Documents, Successful Candidates (Elected Officials)	Elected officials. Submitted in order to qualify for candidacy; includes nomination petition, declaration of candidacy, optional candidate statement, signature and residency verification, consent forms, ballot designation worksheet, affidavits of residency, optional Code of Fair Campaign Practices declaration, filing checklists and candidate statement receipt. Nomination petitions may be viewed by the public but not copied or distributed.	Clerk		**AT+4**	GC 34090; 2 year minimum requirement EC 17100; 4 years after term ends

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-08-05	Candidate Filing Forms and Nomination Documents, Unsuccessful Candidates	Unsuccessful candidates.	Clerk		**AC+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain unsuccessful candidate nomination documents for 2 years after the election closes.
02-08-06	Initiative Measures, Referendums & Recall Petitions	Includes petitions with original signatures.	Clerk	C	**AC+8M**	EC 17200; 8 months after election closes for initiative and referendum petitions. EC 17400; 8 months after election/final examination for election recall petitions.
02-08-07	Council Orientation Materials	Information relating to running for and qualifying for City Council and filing requirements and obligations. Revised and replaced each election.	Clerk		**S+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain for 2 years after superseded for relevance to subsequent elections.
02-09-00	**Fair Political Practices Commission**					
02-09-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-09-02	Campaign Statements – Successful Candidates (Forms 410, 460, 465, 470, 501, 497)	FPPC Campaign Financial Disclosure Statements for Elected officials and candidate controlled and/or committees primarily formed to support or oppose them. Filing obligation exists until committee is terminated. Includes noticing and processing correspondence.	Clerk		**P**	GC 81009(b); maintain elected indefinitely
02-09-03	Campaign Statements – Unsuccessful Candidates (Forms 410, 460, 465, 470, 501, 497)	FPPC Campaign Financial Disclosure Statements for unsuccessful candidates for office including committees that directly support or oppose them. Filing obligation exists until committee is terminated. Includes noticing and processing correspondence.	Clerk		**AC+5**	GC 81009(b); 5 years for unsuccessful candidates
02-09-04	Campaign Statements – Committees (Forms 410, 460, 470, 497)	FPPC Campaign Financial Disclosure Statements for general purpose and ballot measure committees. Filing obligation exists until committee is terminated. Includes noticing and processing correspondence.	Clerk		**AC+5**	GC 81009(b); 5 years for unsuccessful candidates Administrative Decision: Maintain committees campaign statements for 5 years after closure of the committee
02-09-05	Campaign and Form 700 Tracking Database & Log	Tracks noticing, correspondence and filing dates.	Clerk		**ACT**	Transitory Record; Databases are maintained while active
02-09-06	Statement of Economic Interests (Form 700) – Elected Officials & 87200 Filers	Mayor, City Council Members, Planning Commissioners, City Manager, City Attorney, and Finance Director. Since 2016 Govt. Code Section 87200 filers file electronically with the FPPC. Copies retained on file.	Clerk		**AC+7**	GC 81009(f); 4 year requirement for copies Administrative Decision: Maintain all forms for 7 years per GC 81009(e) for consistency
02-09-07	Statement of Economic Interests (Form 700) – Employees & Commissioners, Consultants as applicable	Positions designated in the City's Conflict of Interest Code file with the City Clerk.	Clerk		**AC+7**	GC 81009(e); 7 year requirement for originals GC 81009(f); 4 year requirement for copies

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-09-08	Ethics Training Certifications (AB1234)	Mayor, City Council Members, and designated City staff members are required to file with City Clerk every two years by state law. Also sent to committee and commission members.	Clerk		**AC+5**	GC 53235(b); 5 years
02-09-09	Forms 801, 802 and 806	Gift to Agency Reports (Form 801), Ceremonial Role Events and Tickets (Form 802) and Public Official Appointments (Form 806) as applicable and necessary.	Clerk		**AC+7**	GC 81009(e); 7 year requirement for originals GC 81009(f); 4 year requirement for copies
02-10-00	**Passports**					
02-10-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-10-02	Transmittals		Clerk		**CY+2**	GC 34090; 2 year minimum Passport Agent's Reference Guide; Maintain transmittal copies for 24 months.
02-10-03	Handbooks & Promotional Materials	Includes passport agent's reference guide, flyers, social media and other promotional materials.	Clerk		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after program materials are superseded.
02-10-04	Department of State Agency Notices	Notices are not distributed to the public, but the content is shared. May include updates on passport application processing times, changes in operations and other administrative information.			**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after program materials are superseded.
02-11-00	**Records Management**					
02-11-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
02-11-02	Laserfiche EDMS	Repository for official electronic records.	City-wide		**IND**	Transitory Record; Databases are maintained while active
02-11-03	Administration	Program planning and policy development research and reference materials. (Reference library of manuals, catalogs, magazines, books, pamphlets, etc. Training materials). Purged/updated as needed.	City-wide		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
02-11-04	Records Retention Schedules	Includes history of schedule updates and the current schedules.			**P**	GC 34090; 2 years minimum State of California Guidelines; 2 years after superseded Administrative Decision: Permanent for destruction tracking purposes.
02-11-05	Destruction Certificates, Destruction Documentation and Department Destruction Logs	Signed certificates indicating final disposition of documents which have met or exceeded approved retention policy guidelines and have been destroyed.	Clerk		**P**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded RCS Suggestion: Permanent for destruction approvals for tracking purposes.

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02-00-00 CITY CLERK

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
02-11-06	Records Inventories	Index to all permanent and inactive records maintained in offsite storage.	Clerk		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded
02-11-07	Records Management Manual	Manual of Records Management procedures and policy including instructions and forms. City Clerk will maintain one copy permanently. Departments to maintain current edition only.	Clerk		**S+5**	GC 34090; 2 year minimum CCP 343; 4 years to commence action Administrative Record, State of California Guidelines recommends retaining for 5 years after superseded.

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03-00-00 CITY MANAGER

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
03-01-00	**General City Management Materials**					
03-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
03-01-02	Department Communications & Projects		Manager		**ACT**	GC 34090.7; Duplicates may be destroyed within the 2 year minimum period. Duplicates must not be kept longer than the retention life of the original record. Administrative Record, State of California Guidelines
03-01-03	Weekly Reports to Council	Periodic operational news and off-agenda reports to Council from the City Manager. Maintained electronically in DropBox, shared drives and Laserfiche.	Manager		**CY+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years for management reports
03-01-04	Strategic Planning	Includes goals and planning with department directors. Maintained on the shared drive.	Manager		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after strategic plan is superseded.
03-01-05	Grand Jury Report	Responses to routine Grand Jury requests. Maintained on the shared drive.	Manager		**CY+2**	GC 34090; 2 year minimum requirement
03-01-06	State & Federal Communications	Correspondence from the City Manager relating to legislation support or opposition. Maintained on the shared drive.	Manager		**CY+2**	GC 34090; 2 year minimum requirement
03-01-07	Administrative Hearings	From the public.	Manager		**CY+5**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines; State recommends retaining public hearings for 5 years.
03-01-08	Special Event Management	City events, including State of the City, BP Graduates, Buena Park Goes to College, ground breaking, ribbon cutting events, etc.	Manager	H	**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Current year plus 2 years, review annually for historical content
03-01-09	Grant Management	Grant applications, awards, and grant management documentation, including required reports.	Manager		**AFP+5 ***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
03-01-10	Check Request Files	Department check requests - copies of what is submitted to Finance	Manager		**ACT**	GC 34090.7; Duplicates may be destroyed within the 2 year minimum period. Duplicates must not be kept longer than the retention life of the original record. Administrative Record, State of California Guidelines
03-01-11	Awards & Commendations	City award applications and nominations.	Manager	H	**CY+2, AR**	GC 34090; 2 years minimum Potential historical content. Review for permanent retention.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
03-01-12	Emergency Management / Plans & Policies / Disaster Preparedness & Operations	Electronic master copies stored on the City Hall network server. Selected hardcopies kept in the City Manager's Office, EOC, and elsewhere as needed.	Manager		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded for emergency management and mutual aid strategic plans.
03-02-00	**Marketing**					
03-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
03-02-02	Press / News Releases	Includes press releases and news releases published about all facets of the city.	Mktg		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for press releases.
03-02-03	Buena Park Today	Single paper copy saved as a record. Drafts of content saved on shared drive	Mktg	H	**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Review for historical content and maintain permanently, as determined.
03-02-04	Fliers & Brochures	Collateral made for all departments within the City. Keeper of original graphics. Stored on shared drive.	Mktg	H	**CY+2, AR**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Review for historical content and maintain permanently, as determined.
03-02-05	Photographs	For programs and special events. Potential historical value.	Mktg	H	**P**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines Administrative Decision: Retain permanently for historical value
03-02-06	Video Productions	Council meetings, special events, public service announcements, standard content, etc.	Mktg		**CY+2, AR**	GC 54953.5; 30 days after recording Administrative Decision: Maintain video recordings for the current year plus 2 years for public convenience, review for historical content and maintain, as determined.
03-03-00	**Purchasing Division**					
03-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
03-03-02	Purchase Orders	Includes the requisitions and backup documentation	Purchasing		**AFP+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations State of California Guidelines; 4 years after audit Administrative Decision: Maintain purchase orders for 4 years after final payment and close out of the purchase order.

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03-00-00 CITY MANAGER

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
03-03-03	Request for Proposal / Bid	Includes backup information on preparing the request plus the final request along with copies of the bids/RFPs received. Does not include Public Works projects.	Purchasing		**AC+5**	GC 34090; 2 years minimum CCP 337(2) & (3); Statute of limitations State of California Guidelines; 5 years after audit for successful bids. Administrative Decision: 5 years after completion of project associated with the bid.
03-03-04	Invoices	Copies of invoices sent to Finance for processing. The City asks for 3 copies of the invoice from the contractor.	Purchasing		**CY+1**	GC 34090.7; Duplicates may be destroyed within the 2 year minimum period. Administrative Record, State of California Guidelines Administrative Decision: Maintain invoice copies for the current year plus 1 year to support and reference the associated purchase order.

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04-00-00 FINANCE

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
04-01-00	**General Accounting Group**					
04-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-01-02	Journal Entries	Includes Year-End Journal Entries	Finance		**AA+8**	GC 34090; 2 years minimum State of California Guidelines; 2 years after audit Administrative Decision: Maintain journal entries for 8 years after audit for reference purposes.
04-01-03	Fixed Asset Listings	Includes depreciation schedules and inventories.	Finance		**AA+4**	GC 34090; 2 year minimum requirement State of California Guidelines; 4 years after audit for fixed asset inventories, no specific retention for depreciation schedules.
04-02-00	**Accounts Payable**					
04-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-02-02	Accounts Payable Invoices	Includes vendor checks. All paper format.	Finance		**AA+4**	GC 34090; 2 year minimum requirement State of California Guidelines; 4 years after audit
04-02-03	Credit Card Statements	CalCard statements	Finance		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); 4 year statute of limitations State of California Guidelines; 4 years after audit
04-02-04	W-9 / 1099 Reporting	Also includes 1096 summary forms.	Finance		**AA+4**	GC 34090; 2 year minimum requirement 26 CFR 31.6001; 4 years after tax return is filed R&T 19530; 3 years after tax return is filed 29 CFR 516.5; Maintain at least 3 years State of California Guidelines; 4 years after audit
04-02-05	Vehicle Ownership and Title	Title transfers when vehicles sold.	Finance		**LOV**	State of California Guidelines: Maintain vehicle title for the life of the vehicle. No citation listed.
04-03-00	**Accounts Receivable**					
04-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-03-02	Miscellaneous Receivables	Copies of Misc. Invoices billed and payments received for those invoices.	Finance		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
04-03-03	Collections	For Miscellaneous Invoices that were written-off.	Finance		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
04-03-04	Cash Receipts & Deposits		Finance		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
04-03-05	Business Licenses	Completed Business License Applications	Finance		**AT+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations State of California Guidelines; 4 years after termination
04-04-00	**Banking, Investing & Debt Financing**					
04-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-04-02	Bank Reconciliations	Copies of all bank statements with supporting documents. Includes LAIF investment statements.	Finance		**AA+5**	GC 34090; 2 years minimum 26 CFR 31.6001-1(e)(2); 4 years State of California Guidelines; 5 years after audit
04-04-03	Bond Issues		Finance		**P**	GC 34090; 2 years minimum GC 43900-43903; Destruction guidelines for bonds CCP 337.5; Statutes of limitations FC 30210; Maintain State of California Guidelines; Permanent for bond issues.
04-04-04	Bond Statements		Finance		**AFP+10**	GC 34090; 2 years minimum GC 43900-43903; Destruction guidelines for bonds CCP 337.5; Statutes of limitations FC 30210; Maintain State of California Guidelines; 10 years after closure/expiration

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
04-05-00	**Budgeting**					
04-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-05-02	Budget Adjustments & Journal Entries		Finance		**AA+5**	GC 34090; 2 years minimum State of California Guidelines; 2 years after audit Administrative Decision: Maintain budget adjustments for 5 years after the annual audit for reference and to support accounting transactions.
04-06-00	**Auditing & Reporting**					
04-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-06-02	State Controller Reports		Finance		**P**	GC 34090; 2 years minimum State of California Guidelines; Permanent
04-06-03	State Mandated Claims	Claims filed with the State to reimburse for mandated activities.	Finance		**AFP+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
04-06-04	Prop 172 - MOEs	Report filed with Orange County Auditor / Controller for maintenance of effort certification form. Shows minimum expenditures required for public safety use.	Finance		**CY+7**	GC 34090; 2 years minimum Administrative Decision: Maintain submitted reports for the current year plus 7 to follow the State's retention period for submitted reports.
04-06-05	Single Audit		Finance		**P**	GC 34090; 2 years minimum State of Calfornia Guidelines; Permanent
04-06-06	Auditor Schedules (PBC'S)	Summary of changes in long-term debt, petty cash, miscellaneous deposits, transfers in/out, auditor confirmation letters and other schedules provided to auditors. Workpapers for the annual audits.	Finance		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
04-06-07	State & Federal Grants	Maintaining expenditures on grants.	Finance		**AC+5 ***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
04-06-08	FEMA & CalOES Records	Disaster recovery applications, including related back-up.	Finance		**AA+6**	GC 34090; 2 years minimum State of Calfornia Guidelines; Permanent
04-07-00	**Payroll**					

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04-07-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-07-02	Payroll Time Sheets	Signed by employee and maintained by Finance.			**AA+6**	GC 34090; 2 year minimum requirement 29 CFR 516.2; Maintain 29 CFR 516.6; 2 years R&T 19530; 3 years after tax return due R&T 19704; 6 year statute of limitations LC 1174; 2 years after pay period 26 CFR 31.6001-1; 4 years after tax return due 29 USC 255(a); 2 to 3 years statute of limitations for minimum wages State of California Guidelines; 6 years after audit
04-07-03	Payroll Register		Finance	C	**P**	GC 34090; 2 years minimum GC 12946; 4 years after termination 29 CFR 516.2-6; 4 years after tax return filing 29 CFR 1627; 3 years State of California Guidelines; Permanent
04-07-04	PERS Employee Deduction Reports	Record of Deductions	Finance	C	**P**	GC 34090; 2 year minimum requirement GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; Permanent for PERS working documents, 4 years after termination for employee deduction reports.
04-07-05	Payroll Adjustments	Includes PAFs	Finance	C	**AA+6**	GC 34090; 2 year minimum requirement 29 CFR 516.2; Maintain 29 CFR 516.6; 2 years R&T 19530; 3 years after tax return due R&T 19704; 6 year statute of limitations LC 1174; 2 years after pay period 26 CFR 31.6001-1; 4 years after tax return due 29 USC 255(a); 2 to 3 years statute of limitations for minimum wages State of California Guidelines; 6 years after audit
04-07-06	Payroll deduction reports	Separate from the payroll register. Produced from the financial management system on demand and rerunable.	Finance	C	**CY+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years for management reports
04-07-07	Federal & State Tax Report	1095 forms, W2 forms, payroll quarterly reports.	Finance		**AA+6**	GC 34090; 2 year minimum requirement 29 USC 436; 5 years 26 CFR 31.6001; 4 years after tax return is filed R&T 19530; 3 years after tax return is filed R&T 19704; 6 year statute of limitations 29 CFR 516.2-6; Maintain at least 3 years State of California Guidelines; 4 years after audit
04-09-00	**Utilities**					

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
04-09-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
04-09-02	Water Shut-Off Reports		Finance		**CY+2**	GC 34090; 2 years minimum State of California Guidelines; 2 years after completion for utility connections.
04-09-03	Water Billing Journals	Weekly billing reports	Finance		**AA+4**	GC 34090; 2 years minimum State of California Guidelines; 4 years after audit
04-09-04	Water Collections		Finance		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
04-09-05	Water Autopay Forms	Completed applications from customers for ACH withdrawls	Finance		**AT+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); 4 year statute of limitations State of California Guidelines; 4 years after audit Administrative Decision: Keep customer maintenance files for 4 years after customer account is closed to satisfy retention for invoices paid by the customer.

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05-00-00 HUMAN RESOURCES

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-01-00	**Personnel Recruitment Records**					
05-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-01-02	Recruitment Files	Files include job announcements, advertisements, applications, practical test and assessment centers, oral board, rejection letters and eligibility lists. Documents will be managed in NEOGOV.	HR		**AC+4**	GC 12946; 4 years after completion/position filled 29 CFR 1602.14; 1 year after position filled 29 CFR 1627.3; 1 year after position filled State of California Guidelines; 3 years after completion/position filled
05-01-03	Background Check Information	Includes DOJ fingerprinting, pre-employment physicals and other background checks for hired and non-hired candidates. General employees & Commissioners Safety employees Not hired applicants	HR		**AS+4** **P** **AC+4**	GC 34090; 2 year minimum PC 832.5; 5 years for officer complaints State of California Gudelines; 3 years after termination/separation for hired general employees, Permanent for hired Safety Personnel; 2 years after position closes for Safety Personnel not hired.
05-02-00	**Personnel Files**					
05-02-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-02-02	TrackStar	HR management software used for performance reviews.	HR		**IND**	Transitory Record: Maintain while active or until data is transferred to a new tracking system.
05-02-03	Personnel Files	Includes Personnel Action Forms, personnel orders, orientation and training certificates, educational incentive programs, shift changes, original application, performance evaluations, disciplinary actions not related to internal investigations, EDD and EEOC claims, CalPERS enrollment and associated forms, employment contracts / agreements (not including union negotiations and resulting contracts/agreements), benefit forms, communications and other individual personnel related documents. Medical information maintained in the personnel file, including FMLA, exposure, doctor's notes, and other medical information.	HR	C	**AS+30**	29 CFR 1627.3 - 4; 3 years after termination 29 CFR 1602.30 - 32; 2 - 3 years after termination 29 CFR 516.5 - 6; 3 years after action 29 USC 1113; 6 years after date of last action 29 CFR 1910.1020; 30 years after employee termination 8 CCR 15400; Maintain reports LC 90 - 139.6; 5 years for auditing LC 6410; OSHA, maintain 29 CFR 1627.3(b)(1); 1 year from action GC 12946; 4 years after termination or action State of California Guidelines; 3 years after termination, 30 after completion/closure for medical files

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-02-04	I-9 Forms - Full Time Employees	Maintained in a binder.	HR		**Varies ***	GC 12946; 2 years after completion/position filled GC 7920.000; Public Records Act, release of confidential information 29 CFR 1602.14; 1 year after position filled 29 CFR 1607; Maintain 29 CFR 1627.3(b)(1); 1 year from action 29 USC 211c; Maintain, no retention period stated * USCIS Form I-9; Maintain for 3 years after completion or 1 year after employment is terminated, whichever is longer.
05-02-05	Livescan Fingerprinting		HR		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain fingerprint information for city employment for 2 years after termination.
05-02-06	DMV Pull Notices		HR		**S**	VC 1808.1; must pull record at least every 12 months
05-03-00	**Personnel Management Records**					
05-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-03-02	Job Descriptions	Maintained electronically.	HR		**P**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain job descriptions permanently to track the history of the associated job.
05-03-03	Salary Schedule	Specific for each job and broken down by bargaining unit. Electronic and tied in with NEOGOV for recruitments.	HR		**CY+4**	GC 34090; 2 year minimum GC 12946; 4 years after completion/position filled 29 CFR 516.6(2); 2 years for wage rate tables, etc. 2 CCR 570.5; 5 years for pay schedules and special compensation records 29 CFR 1602.14; 1 year after action/change State of California Guidelines; Retain records for the current year they are drafted, plus two additional years.
05-03-04	Classification & Compensation	Includes salary surveys, reclassifications and other compensation related documents. Both hardcopy and electronic.	HR		**CY+4**	GC 34090; 2 year minimum GC 12946; 4 years after completion/position filled 29 CFR 516.6(2); 2 years for wage rate tables, etc. 2 CCR 570.5; 5 years for pay schedules and special compensation records 29 CFR 1602.14; 1 year after action/change State of California Guidelines; Retain records for the current year they are drafted, plus two additional years.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-03-05	Employee Benefits	Includes the benefits guide and plan documents given to employees for medical, dental, vision, flexible benefits, short & long term disability, life insurance, deferred compensation, employee assistance program and other benefit plans.	HR		**S+4**	GC 34090; 2 year minimum GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; 2 years after action
05-03-06	Broker Benefit Renewals	Includes the annual benefit renewals.	HR		**S+4**	GC 34090; 2 year minimum GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; 2 years after action
05-04-00	**Safety & Training Records**					
05-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-04-03	Safety & Employee Training Programs	Sign-in sheets, handouts, consultant training programs, tailgate meetings and other program information for general employee training and lunchtime workshops. Does not include Police or Fire training.	HR		**CY+7**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 4 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; Current year plus 7 years for non-safety training records. Current year plus 2 years for certificates and designations training.
05-04-05	Wellness Program	Includes the IIPP, marketing materials and contracts with vendors. Used for safety employees.	HR		**S+5**	GC 34090; 2 year minimum, 8 CCR 3204; 1 year for IIPP training records State of California Guideline: 5 years after superceded or expired
05-04-07	Random Drug Pulls - DOT	Records of inspection, maintenance, and calibration of EBTs Records of negative and cancelled drug test results and alcohol test results with a concentration of less than 0.02 Records of alcohol test results indicating an alcohol concentration of 0.02 or greater; records of verified positive drug test results; documentation of refusals to take required alcohol and/or drug tests (including substituted or adulterated drug test results); SAP reports; and all follow-up tests and schedules for follow-up tests. All filed by year completed.	HR	C	**CY+2** **CY+1** **CY+5**	49 CFR 40.333; 1 to 5 years depending upon document type. All documents must be maintain in a secured area.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-04-09	Safety Inspections	Includes binders with photos and comments on construction and other safety inspections performed by a third party safety consultant. Required by OSHA.	HR		**AC+5**	GC 34090; 2 year minimum requirement 29 CFR 1904.33; maintain OSHA reports for 5 years from the end of the calendar year they relate to. 8 CCR 14300.33; current year plus 5 years for OSHA 300 reports 8 CCR 10102; whichever is longer of the following: 5 years from date of injury; 1 year from date compensation was last provided; upon payment of all compensation due; when audit findings are final. State of California Guideline: 5 years after completed
05-04-11	Ergonomic Requests & Accommodations		HR		**CY+2**	GC 34090; 2 year minimum State of California Guidelines; Current year plus 2 years for employee statistics, benefit activity and liability loss reports.
05-05-00	**Labor Relations Records**					
05-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-05-02	Union Representatives / Organizations	Includes correspondence and reviews with labor organizations. Does not include negotiation information.	HR		**CY+2, AR**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain correspondence and communications for the current year plus 2 years. Review annually for relevant content.
05-05-03	Negotiations		HR		**P**	29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; Permanent
05-05-04	Memorandums of Understanding	Includes management / confidential resolution.	HR		**P**	29 USC 211c; Maintain, indefinite 29 CFR 516.5(b); 3 years State of California Guidelines; Recommend Permanent retention without relevant statutes or regulations cited.
05-05-05	Grievances	Hired employees, non-sworn: Hired employees, sworn:	HR	C	**AS+4** **AS+5**	GC 12946; 4 years after completion 29 CFR 1602.14; 1 year after action/change 29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; 2 years after termination for general employees, 5 years after termination for safety employees

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-05-06	Employee Complaints	Including harrassment complaints. Hired employees, non-sworn: Hired employees, sworn:	HR	C	**AS+4** **AS+5**	GC 34090; 2 year minimum requirement GC 12946; 4 years after completion 29 CFR 1602.14; 1 year after action/change 29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; 2 years after termination for general employees, 5 years after termination for safety employees
05-05-07	Interest Arbitrations Award	Awards and compensation given to units based on settled complaints.	HR		**P**	29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; Permanent
05-05-08	Appeals	Appeals based on grievances, disciplinary actions or other labor relations issues.	HR		**AS+5**	GC 12946; Until resolved 29 CFR 1602.14; 1 year after action/change State of California Guidelines; 2 years after termination for general employees, 5 years after termination for safety employees
05-06-00	**CalPERS Records**					
05-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-06-02	Plan Contracts & Plan Amendments	Accessible electronically on the myCalPERS website. Original hardcopy maintained by the City Clerk.	Clerk		**P**	GC 34090; 2 year minimum requirement GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; Permanent for PERS documents
05-06-03	Rate Changes	Supplied by PERS for rate changes. Accessible electronically on the myCalPERS website.	HR		**P**	GC 34090; 2 year minimum requirement GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; Permanent for PERS documents
05-06-04	Valuation Reports	Supplied by PERS for rate changes. Accessible electronically on the myCalPERS website.	HR		**P**	GC 34090; 2 year minimum requirement GC 12946; 4 years after submission or creation 29 CFR 1627.3(b)(2) EEOC/ADEA requires 1 year after benefit plan termination State of California Guidelines; Permanent for PERS documents
05-06-05	Correspondence	Online via CalPERS.	HR		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidlines; Administrative Record

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05-07-00	**Worker's Compensation Records**					
05-07-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-07-02	Workers Compensation Claims	Includes copies of information from the TPA on the employee claim. Doctors notes are in the claim file.	HR	C	**P**	8 CCR 15400; Maintain reports 8 CCR 15400.2; 5 years 8 CCR 10102; 5 years LC 129(a); 5 years for auditing State of California Guidelines; Permanent for workers compensation working files (claim files, reports, incidents). Originals filed with third party administrator.
05-07-03	Third Party Administrator & Joint Powers Authority	Correspondence, reports and general information from the Third Party Administrator and/or the Joint Powers Authority.	HR		**CY+2, AR**	GC 34090; 2 year minimum requirement State of California Guidlines; Administrative Record
05-07-04	OSHA 300 Reports & Logs	Maintained electronically. Also includes quarterly audit reports.	HR		**CY+5**	GC 34090; 2 year minimum requirement 29 CFR 1904.33; 5 years for OSHA reports 8 CCR 14300.33; 5 years for OSHA 300 reports 8 CCR 10102;5 years from date of injury State of California Guideline: 5 years after completed
05-07-05	Workers Compensation Loss Run Reports	Monthly reports.	HR		**CY+5**	8 CCR 15400; Maintain reports 8 CCR 15400.2; 5 years 8 CCR 10102; 5 years LC 129(a); 5 years for auditing State of California Guidelines; State recommends Permanent retention, but no relevant statues; Risk Management Reports (including Loss Analysis Reports) are 5 years after completion/closure.
05-08-00	**Risk Management Records**					
05-08-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
05-08-02	Claims Against the City	Transferred to the City Clerk's Office after the claim is closed or denied.	HR / Clerk		**AC+6**	GC 34090; 2 year minimum requirement 29 USC 1113; 6 years after date of last action, or 3 years after plaintiff had knowledge of breach or violation, whichever comes first. State of California Guideline; 5 years after settlement or closure
05-08-03	Subrogation Claims	Processed through a Third Party Administrator. Electronic records.	HR		**AC+6**	GC 34090; 2 year minimum requirement 29 USC 1113; 6 years after date of last action, or 3 years after plaintiff had knowledge of breach or violation, whichever comes first. State of California Guideline; 5 years after settlement or closure

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
05-08-04	Incident Reports	Reports submitted by the associated department. Non-workers compensation related incidents, which are maintained by HR.	HR		**AC+7**	GC 34090; 2 year minimum requirement 42 USC 1983; Definitions GC 25105.5; 5 years after closure/completion 29 USC 1113; 6 years after date of last action, or 3 years after plaintiff had knowledge of breach or violation, whichever comes first. GC 910 - 913; 6 months to 1 year after event occurs. State of California; 7 years after closure for accident/incident reports
05-08-05	Certificates of Insurance	Not related to a contract or agreement.	HR		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Permanent for insurance certificates filed separately for contracts/agreements, including insurance filed by licensees.
05-08-06	City Insurance Policies		HR		**P**	GC 34090; 2 year minimum State of California Guidelines; Permanent for liability and property insurance

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06-00-00 COMMUNITY DEVELOPMENT

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
06-01-00	**Community Development Administration**					
06-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
06-01-02	OpenGov	Building, Planning & Code Enforcement process and permit management system.	Planning		**IND**	Transitory Record; Databases are maintained while active
06-02-00	**Planning Applications & Projects**					
06-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide			Certificates of compliance, lot line adjustments and lot mergers are PW. Home occupancy is Finance.
06-02-02	Planning Permits & Applications	Application types include Accessory Dwelling Unit, Adjustment, Artificial Turf, Administrative Interpretation, Conditional Use Permit, Covenants, Conditions, and Restrictions, Development Agreement, Driveway Modification, Environmental Impact Report, Extension of Approval, Extension of Non-Conforming Privileges, Fence / Block Wall, General Plan Amendment, General Plan Conformance, Interdepartmental Review, Landscape / Irrigation Plan CheckLot split (urban lot split per SB-9) Minor Modification of Conditions, Negative Declaration Mitigated Negative Declaration, Preliminary Review, Sign Permit, Sign Plan, Site Plan, Tentative Parcel Map, Tentative Tract Map, Text Amendment, Two-unit development (SB9), Variance, and other real property related planning applications and permits.	Planning		**P**	GC 34090(a); Real property records, maintain Permanently GC 4003, 4004; Maintain costs, records and plans H&S 19850; Building plans - Life of Building, with exceptions State of California Guidelines; Permanent
06-02-03	Temporary Use Permits	Includes christmas tree lots, pumpkin patch, special events and other temporary permits.	Planning		**AC+2**	GC 34090; 2 years minimum State of California Guidelines; Current year plus 2 years for Temporary Use Permits
06-03-00	**General Planning**					
06-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
06-03-02	General Plan & Plan Amendments	Includes elements.	Planning		**P**	GC 34090(a); Real property records, maintain State of California Guidelines; Permanent
06-03-03	Annual Reports	Required reports to the State for compliance with state policies on reporting regarding the Housing Element.	Planning		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for periodic reports
06-03-04	Specific Plans	Includes specific plans such as entertainment corridor, auto center and associated amendments.	Planning		**P**	GC 34090(a); Real property records, maintain Permanently GC 4003, 4004; Maintain costs, records and plans H&S 19850; Building plans - Life of Building, with exceptions State of California Guidelines; Permanent

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06-00-00 COMMUNITY DEVELOPMENT

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
06-04-00	**Code Enforcement Records**					
06-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
06-04-02	Code Violations	Includes warning letters, notice of correction, liens and other code enforcement information for general and business license violations.	Code		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after correction/completion.
06-04-03	Administrative Appeals	Appeals for code enforcement violations.	Code		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after correction/completion.
06-05-00	**Building Records**					
06-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
06-05-02	Building Permits - Not Issued/Withdrawn		Building		**CY+2**	GC 34090; 2 year minimum requirement
06-05-03	Building Permits - Expired	Commercial: Residential:	Building		**P** **AE+6M**	H&S 19850; Building plans - Life of Building, with exceptions State of California Guidelines; Permanent including commercial plans California Building Code 107.5; 180 days for approved final plans.
06-05-04	Building Permits - Residential	Includes Special Inspection Reports, Inspection Reports and Cards with wet signatures, and other documents for building projects, not including plans. Residential Plans:	Building		**P** **AC+6M**	H&S 19850; Building plans - Life of Building, with exceptions State of California Guidelines; Permanent California Building Code 107.5; 180 days for approved final plans.
06-05-05	Building Permits - Commercial	Includes Site Plan, Floor Plan, Structural Plans, Structural Calculations, Soils Reports, Land Surveys, Pad Elevations, Special Inspection Reports, Plan Check Comments / Responses, Request for Waiver for Accessibility Requirements, Stamped First Page of OCFA and OC Health Approved Plans, Inspection Reports and Cards with wet signatures, and other documents for building projects.	Building		**P**	H&S 19850; Building plans - Life of Building, with exceptions State of California Guidelines; Permanent including commercial plans
06-05-06	Certificates of Occupancy		Building		**LOB**	GC 34090(a); Real property records, maintain State of California Guidelines; Life of business

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07-00-00 PUBLIC WORKS

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-01-00	**Public Works Administration**					
07-01-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-01-02	Project Management System	Work order system and citizen requests.	All Divisions		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
07-01-03	MMS Maintenance Monitoring System	GIS system used to track maintenance and inspection activities. Creates and issues work orders.	All Divisions		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
07-01-04	Outreach, Education & Notifications	For City-sponsored events. May include photos and other historical information.	All Divisions		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for Public Works events.
07-01-05	Safety Programs & Procedures	Includes sign-in sheets, attendance rosters, training materials for safety training classes and events.	All Divisions		**CY+7**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 2 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; Current year plus 7 years for non-safety training records. Current year plus 2 years for certificates and designations training.
07-02-00	**Engineering**					
07-02-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-02-02	Permits Plus		PW Eng		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
07-02-03	GIS / Mapping	Includes truck routes and circulation maps. Hosted on the GIS web server.	PW Eng		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
07-02-04	Infrastructure Maps	Maps for storm drains, lighting, utilities and other infrastructure maps.	PW Eng		**P**	GC 34090(a); Real property records, maintain GC 4003, 4004; Maintain H&S 19850; Building Plans - Life of Building, with exceptions CCP 337.15; 10 years State of California Guidelines; Permanent
07-02-05	Hazard Mitigation Plan		All Divisions		**P**	GC 34090; 2 year minimum requirement State of California Guidelines: Current year plus 2 years, with caveat recommendation of permanent for environmentally sensitive documents.
07-02-06	Traffic Change Requests	Includes public requests for street signs, red curbs, traffic calming and other traffic related changes. Maintained electronically by address on the shared drives.	PW Eng		**AC+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain traffic change requests for 2 years after the request is accommodated or denied.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-02-07	Plan Checks, Building & Planning		PW Eng		**AC+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain plan checks for 2 years after completion or closure of the project.
07-02-08	Traffic Studies & Surveys		PW Eng		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Completion of survey plus 2 years Administrative Decision: Maintain traffic studies and surveys for 2 years after superseded.
07-02-09	Traffic Control Plan Checks	Plan checks on submittals for various projects.			**S+2**	GC 34090; 2 year minimum requirement
07-02-10	ADA Transition Plan		PW Eng		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion for curb and sidewalk improvements
07-03-00	**Capital Improvement Program**					
07-03-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-03-02	Design & Engineering Records	Construction of new facilities. CIP Construction Records including planning, design, construction, conversion or modification of local government- owned facilities, structures & systems; environmental / CEQA reports and documents (ie. streets, curbs, gutters, sidewalks, storm drains, etc.) Supporting documents including appraisal reports, bidders lists, non-environmental reports, schedules, exhibits	PW Eng		**P**	GC 34090(a); Permanent for real property related documents GC 4003, 4004, Maintain CCP 337.15; 10 years State of California Guidelines; Permanent for capital improvements
07-03-03	Construction Records	Includes bid documents, certified payroll, insurance, construction correspondence, transmittals, submittals, specifications, DBE, RFQ/RFI and other construction related documents.			**AC+10**	CCP 337.15; 10 years State of California Guidelines; 10 years after completion for capital improvement projects.
07-03-04	Correspondence & Administration	General correspondence and communications related to planning the associated project.			**AC+2**	GC 34090; 2 year minimum requirement
07-04-00	**Engineering Permits**					
07-04-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-04-02	Encroachment Permits	Includes street cuts, paving temporary encroachments, permanent construction encroachment permits, and non-standard permanent encroachments in City right-of-way.	PW Eng		**P**	GC 34090(a) Real property records, maintain Permanently GC 4003, 4004; Maintain H&S 19850; Life of Building, with exceptions State of California Guidelines; Permanent for construction based encroachment permits.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-04-03	Film Permits	Encroachment permit specifically for filming.	PW Eng		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current Year plus 2 years for maintenance projects, and for temporary use permits.
07-04-04	Oversize Transportation Permits	Temporary use permit for access of oversized vehicles.	PW Eng		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current Year plus 2 years for maintenance projects, and for temporary use permits.
07-04-05	Geological Permits	Used for various water wells.	PW Eng		**P**	GC 34090(a), Real property records, maintain CCP337, 337.1(a), 337.15; Statutes of limitations GC 4003, 4004; Maintain State of California Guidelines; Permanent
07-04-06	Hauling Permits		PW Eng		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current Year plus 2 years for maintenance projects, and for temporary use permits.
07-04-07	Construction Water Meter Permits	Temporary use permit associated with a specific job.	PW Eng		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current Year plus 2 years for maintenance projects, and for temporary use permits.
07-05-00	**Private Developments**					
07-05-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-05-02	Grading & Transportation Permits	Includes haul routes and the permit for transportation of 50 cubic yards or more of materials.	PW Eng		**P**	GC 34090(a), Real property records, maintain CCP337, 337.1(a), 337.15; Statutes of limitations GC 4003, 4004; Maintain State of California Guidelines; Permanent
07-05-03	Plan Review/Working Files	Plan checks for grading plans, survey maps and reports.	PW Eng		**CY+2**	GC 34090; 2 year minimum requirement
07-05-04	Subdivision Working Files	Includes correspondence with surveyors, plan review information and other project related documents used to support Community Development projects.	PW Eng		**AC+10**	GC 34090; 2 year minimum requirement CCP 337.15; 10 years
07-05-05	Final Parcel / Tract Maps	Includes correspondence with surveyors, plan review information and other project related documents used to support Community Development projects.	PW Eng		**P**	GC 34090(a); Real property records, maintain GC 4003, 4004; Maintain H&S 19850; Building Plans - Life of Building, with exceptions CCP 337.15; 10 years State of California Guidelines; Permanent
07-05-06	Lot Line Adjustments	Includes correspondence with surveyors, plan review information and other project related documents used to support Community Development projects.	PW Eng		**P**	GC 34090(a); Real property records, maintain GC 4003, 4004; Maintain H&S 19850; Building Plans - Life of Building, with exceptions CCP 337.15; 10 years State of California Guidelines; Permanent

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-06-00	**City Facilities**					
07-06-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-06-02	Maintenance Agreement	Maintenance and on-call agreements including painting, roofing, janitorial and other contracted maintenance work.	PW Ops		**AC+4**	CCP 337.2; Statutes of limitations CCP 343; Statutes of limitations 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
07-06-03	Facility Permits	Includes outside permits and regulatory compliance documents for City buildings and facilities, such as fire, elevator and other permits from the State and County. Also include backflow testing.	PW Ops		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidlines; Current year plus 2 years for municipal facility rental / use permits
07-08-00	**Parks**					
07-08-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-08-02	Park Construction History	Includes location, construction, systems and other park information.	PW Ops		**P**	GC 34090(a); Real property records, maintain GC 4003, 4004; Maintain H&S 19850; Building Plans - Life of Building, with exceptions CCP 337.15; 10 years State of California Guidelines; Permanent
07-08-03	Play Structure Inspection & Maintenance		PW Ops		**AC+3**	CCP 338; 3 years for action State of California Guidelines; Completion plus 2 years for inspection records in Parks, and 2 years after audit for equipment inventories.
07-08-04	Heritage Trees	Includes applications, permits and other information about heritage trees.	PW Ops		**L+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain tree maintenance records for the current year plus 2 years. Administrative Decision: Maintain tree history files for the life of the tree plus 2 years for historical trending.
07-09-00	**Streets**					
07-09-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-09-02	Street Maintenance Projects	Maintained by supervisor to track street maintenance projects. Includes sidewalks, signs, striping/markings, maintenance projects and other stree information.	PW Ops		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion for maintenance projects.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-09-03	Street Cleanup Program	Includes spreadsheets on cleanup efforts for homeless encampments, 4th of July, illegal dumping and other cleanup.	PW Eng		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion for maintenance projects.
07-09-04	Inspections & Assessments	Records of inspections and condition assessments.	PW Ops		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years plus the current year for maintenance and operations projects.
07-10-00	**Fleet**					
07-10-01	General Information & Administration	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	All Divisions		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
07-10-02	Maintenance Contracts	Includes contracts under City Manager's authority for services maintained within Public Works.	PW Ops		**AC+4**	CCP 337.2; Statutes of limitations CCP 343; Statutes of limitations 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
07-10-03	Vehicle & Equipment Maintenance Records	Paper history of equipment and vehicles. Includes registration, purchase, maintenance and other specific vehicle and equipment related information. Also tracked in Hansen.	PW Ops		**LOV+4**	GC 34090; 2 year minimum requirement CCP 343; 4 years for action State of California Guidelines state life of the vehicle plus 2 years for fuel, maintenance and repair records of vehicles. State does not reference any citations.
07-10-04	Daily & Quarterly Inspection Forms		PW Ops		**CY+2**	GC 34090; 2 year minimum requirement. State of California Guidelines; 2 years plus the current year.
07-10-05	Biennial Inspection of Terminals (BIT) Records	Inspection of vehicles by the DOT.	PW Ops		**CY+2**	GC 34090; 2 year minimum requirement VC 3450.12; maintain inspection reports for at least 2 years. 25 month inspection period.
07-10-06	BIT Audits	Annual CHP audit of BIT records. Review drivers licenses, drug pull records, driver training and medical records for drivers.	PW Ops		**CY+2**	GC 34090; 2 year minimum requirement VC 3450.12; maintain inspection reports for at least 2 years. 25 month inspection period.
07-10-07	BAR Inspections	Combined with California Air Resources Board.	PW Ops		**AA+2**	GC 34090; 2 year minimum requirement. State of California Guidelines; 2 years plus the current year for permits; may depend upon the agency. Administrative Decision: Maintain inspection records for 2 years after completion to follow State retention for the CARB permit.
07-10-08	Portable Diesel Equipment	BAAQMD inspects these records periodically (if there is a change or addition to the equipment).	PW Ops		**AC+2**	GC 34090; 2 year minimum requirement. State of California Guidelines; 2 years plus the current year for permits; may depend upon the agency. Administrative Decision: Maintain inspection records for 2 years after completion to follow State retention for the CARB permit.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
07-10-09	Diesel & Gas Smog Inspections	Maintained in CFA and in hard copy form	PW Ops		**AC+2**	GC 34090; 2 year minimum requirement. State of California Guidelines; 2 years plus the current year for permits; may depend upon the agency. Administrative Decision: Maintain inspection records for 2 years after completion to follow State retention for the CARB permit.
07-10-10	Daily Vehicle Inspection Log	Inspection of vehicles by drivers prior to driving. Required by the DOT. Includes safety equipment, liquid levels, tire condition, appearance, operations, lights. Maintain the old and new books in the vehicle.	PW Ops		**CY+2**	GC 34090; 2 year minimum requirement. State of California Guidelines; 2 years plus the current year.
07-10-11	Weekly Fuel Island Inspections	Includes inspections of gas and diesel fuel tanks. County inspects the tanks monthly and maintains the records. No records maintain by the City.	PW Ops		**AA+3**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); SOL of 4 years State of California Guidelines; 3 years after audit
07-10-12	Hazardous Waste Manifests	Used for disposal of oil filters, used oil, sweeping compound and other hazardous waste materials.	PW Ops		**CY+10**	GC 34090; 2 year minimum requirement 40 CFR 122.21; 3 to 5 years State of California Guidelines; Current year plus 10 years for hazardous waste disposal documents.
07-10-13	Tire Disposal Records	Release slips from the recycler.	PW Ops		**CY+10**	GC 34090; 2 year minimum requirement 40 CFR 122.21; 3 to 5 years State of California Guidelines; Current year plus 10 years for hazardous waste disposal documents.

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08-00-00 COMMUNITY SERVICES

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
08-01-00	**Recreation & General Administration**					
08-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
08-01-02	ActiveNet		Recreation		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
08-01-03	~~When2Work~~ Sling	Scheduling software system for all divisions.	Recreation		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
08-01-04	Buena Park Today Brochure	Brochure listing events and schedules for programs.	Recreation		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years
08-01-05	Recreation Programs	Includes program rules, attendance sheets, code of conduct, curriculum, City contact information filed by City and co-sponsored programs.	Recreation		**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.
08-01-06	Registration Packets	Includes waivers, schedule change forms, names, address, emergency contacts, IEPs, field trip forms and other registration related information. Maintained alphabetically by quarter.	Recreation	C	**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.
08-01-07	Cash Receipts & Deposit Breakdown	Written receipts for individuals. Not sent to Finance.	Recreation		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
08-01-08	Special Events	Includes contact information, planning, supply acquisition, staffing, vendor applications and evaluations, outreach, copies of contracts and other event organization information. May include egg hunts, summer concert series	Recreation		**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.
08-01-09	Instructors	Includes contracts and other instructor information.	Recreation		**AS+4**	CCP 337.2; Statutes of limitations of 4 years CCP 343; Statutes of limitations of 4 years Administrative Decision: Maintain instructor files for 4 years after the instructor separates from the City.
08-01-10	Volunteers	Includes the application, contact information, waivers, correspondence and any general information about the volunteer. Accepted applications Denied applications	Recreation	C	 **AS+2** **AC+2**	GC 12946; 2 years after completion/position filled State of California Guidelines; 2 years after completion/position filled
08-01-11	Youth Sports Scholarship	May include sensitive personal information. Subsidized discount to elligible students.	Recreation	C	**CY+2**	GC 34090; 2 year minimum requirement

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08-01-12	Accident / Incident Reports	Includes accidents, incidents, water rescue and other incident related reports.	Recreation		**AC+7**	GC 34090; 2 year minimum requirement 42 USC 1983; Definitions GC 25105.5; 5 years after closure/completion 29 USC 1113; 6 years after date of last action, or 3 years after plaintiff had knowledge of breach or violation, whichever comes first. GC 910 - 913; 6 months to 1 year after event occurs. State of California; 7 years after closure for accident/incident reports
08-02-00	**Facilities**					
08-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
08-02-02	Rental / Use Agreements	Includes applications, joint use agreements, proof of insurance and other rental documents for picnic, clubhouses, room rentals and other facility rentals.	Recreation		**AC+4**	CCP 337.2; Statutes of limitations CCP 343; Statutes of limitations 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
08-02-03	Daily Logs	Logs completed by staff for after facility usage.	Recreation		**CY+2**	GC 34090; 2 year minimum requirement
08-03-00	**Senior Center**					
08-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
08-03-02	Senior Outreach	For any senior that comes in looking for services. Includes qualification questions and guidance to programs. May include personal information for loans in ED.	Senior Svcs	C	**CY+2**	GC 34090; 2 year minimum requirement
08-03-03	Senior Programs	Includes program rules, attendance sheets, code of conduct, curriculum, City contact information filed by City and co-sponsored programs.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.
08-03-04	Registration Packets	Includes waivers, schedule change forms, names, address, emergency contacts, IEPs, field trip forms and other registration related information. Maintained alphabetically by quarter.	Senior Svcs	C	**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.
08-03-05	Instructor Sign-in Sheets	Sent to North Orange County Community College District for Life Skills Education Advancement Program.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
08-03-06	Senior Nutrition Program Registration	Includes registration for the program. Services provided by Orange County Meals on Wheels.	Senior Svcs	C	**AT+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year. Administrative Decision: Maintain while applicant is actively participating in programs plus 2 years.
08-03-07	Food Distribution Program	Receipts from Second Harvest. No individual information collected. Includes temperature logs.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years
08-03-08	Home Delivery Nutrition Program	Provided by Orange County Meals on Wheels. City receives approvals and routes provided. Includes name, address and phone number for the clients.	Senior Svcs	C	**AT+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year. Administrative Decision: Maintain while applicant is actively participating in programs plus 2 years.
08-03-09	Site Inspections	Performed occassionally by Meals on Wheels to check whether the City is following protocol for food service.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years
08-03-10	Safe Serve Certifications	For food distribution.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum requirement
08-03-11	Transportation Weekly Report	Weekly County summary of transportation reimbursements for the program. Finance receives funds from the County based on the reimbursement form.	Senior Svcs		**CY+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years for management reports
08-03-12	Senior Transportation	Includes intake forms to qualify for the services. For non-emergency and general transportation services. Filed by individual.	Senior Svcs		**AT+2**	GC 34090; 2 year minimum requirement CCP 335.1; 2 years for action on injuries caused by neglect. State of California Guidelines; 2 years plus the current year. Administrative Decision: Maintain while applicant is actively participating in programs plus 2 years.
08-03-13	Buena Park Senior Center Gift Shop	Includes sales tax information, deposit slips, bank statements, daily transaction and other documents.	Senior Svcs		**AA+4**	GC 34090; 2 year minimum requirement CCP 337(2) & (3); Statute of limitations, 4 years for action State of California Guidelines; 4 years after audit
08-04-00	**Fine Arts**					
08-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.

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08-00-00 COMMUNITY SERVICES

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
08-04-02	Artist Agreements	Includes loaned artwork information and agreements with the artists and contractors to install public artwork for smaller installations. Larger installations maintained by Public Works.	Fine Arts		**AC+5**	CCP 337.2; Statutes of limitations CCP 343; Statutes of limitations 48 CFR 7.703; 3 years after final payment 48 CFR 4.705 et. seq; 4 years for contractor related records State of California Guidelines; 5 years after closure or completion of contract or agreement
08-05-00	**Aquatics**					
08-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
08-05-02	Emergency Action Plans	For active shooter, disaster, fire and other emergency actions. Staff trained and drilled on procedures.	Recreation		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded
08-05-03	Lifeguard Certifications		Recreation		**AS+4**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 4 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; Current year plus 2 years for certificates and designations training.
08-05-04	Opening & Closing Logs	Includes communications logs between managers on all pool programs for opening and closing procedures.	Recreation		**CY+2**	GC 34090; 2 year minimum requirement
08-06-00	**Homeless Outreach Services**					
08-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
08-06-02	Shelter Rehab Referals & Placement	Includes client intake, client ID, shelter referral, goals and housing plan.	Homeless	C	**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain for the Current Year plus 2 years
08-06-03	Case Management - Non-Covid	Includes linkages to social services and other case documents	Homeless	C	**AS+7 ***	H&S 123145; * Under 18 - 1 year after 18th birthday or 7 years, whichever is longer. Over 18 - 7 years after discharge 45 CFR 164.530(j)(2); 6 years
08-06-04	Case Management - Covid Related	Includes linkages to social services and other case documents	Homeless	C	**AS+7 ***	H&S 123145; * Under 18 - 1 year after 18th birthday or 7 years, whichever is longer. Over 18 - 7 years after discharge 45 CFR 164.530(j)(2); 6 years
08-06-05	Unserved Intakes		Homeless	C	**CY+2**	GC 34090; 2 year minimum requirement
08-06-06	Outreach & Engagement	Includes linkages to social services and other outreach documents	Homeless		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain for the Current Year plus 2 years

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09-00-00 POLICE SERVICES

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-01-00	**Administration / Chief of Police**					
09-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-01-02	Administrative Staff Memos	General status updates on current projects and items of interest.	COP/Admin		**CY+2**	GC 34090; 2 year minimum Administrative Record, State of California Guidelines
09-01-03	CHP 187 Vehicle Pursuits	Includes a log tracking filing and sending the report, a summary of the actions, and proof of delivery from the CHP.	COP/Admin		**IND**	VC 17004.7; Maintain vehicle pursuit records, no retention.
09-01-04	General Orders	Maintained in Power DMS.	COP/Admin	C	**P**	GC 34090; 2 year minimum requirement State of California Guidelines; Permanent, no citation given.
09-01-05	Grand Jury Inspection		COP/Admin		**CY+2**	GC 34090; 2 year minimum requirement
09-01-06	Grants	Federal, state and county grants.	COP/Admin		**AFP+5 ***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
09-01-07	ID Fobs	Access to buildings	COP/Admin		**S+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain fob assignment lists for 2 years after superseded.
09-01-08	Livescan Fingerprinting	Includes fingerprint requests. Kept for 30 days.	COP/Admin	C	**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain fingerprint information for city employment for 2 years after termination.
09-01-09	Officer Identification	Includes names and identification numbers of officers, PSA and TSA. Maintained in Spillman and in a separate spreadsheet.	COP/Admin	C	**S+2**	GC 34090; 2 year minimum requirement Administrative Decision: Maintain officer identification spreadsheet for 2 years after superseded.
09-01-10	Personnel Orders	Includes internal transfers of personnel.	COP/Admin	C	**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for watch assignments, daily schedules and timekeeping records.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-01-11	Personnel, Successful	Individual files for employees, reservists and volunteers. Employees: Reservists & Volunteers:	COP/Admin	C	**P** **AS+6**	29 CFR 1627.3 - 4; 3 years after termination 29 CFR 1602.30 - 32; 2 - 3 years after termination 29 CFR 516.5 - 6; 3 years after action 29 USC 1113; 6 years after date of last action GC 12946; 4 years after termination or action State of California Guidelines; 3 years after termination Administrative Decision: Maintain employee files permanently to support service in the Police Department and request from other agencies.
09-01-12	Personnel, Unsuccessful	For employees, reservists and volunteers. Includes applications and recruitment materials.	COP/Admin	C	**AC+4**	GC 12946; 4 years after completion/position filled 29 CFR 1602.14; 1 year after position filled 29 CFR 1627.3; 1 year after position filled State of California Guidelines; 3 years after completion/position filled
09-01-13	Retiree Qualification Permits	Identification for police employees and retirees for carrying firearms. Retirees need to qualify for carrying.	COP/Admin		**AE+2**	GC 34090; 2 year minimum requirement PC 12071, Maintain records PC 12078, Maintain records State Recommendation, 2 years after the license expires.
09-01-14	Rules & Regulations		COP/Admin	C	**P**	GC 34090; 2 year minimum requirement State of California Guidelines; Permanent, no citation given.
09-01-15	Surveillance Recordings - Police Facilities	Includes in-building and parking lot surveillance. Maintained by Axon.	COP/Admin		**180 Days**	GC 34090.6; 100 days. * If a claim is filed or pending litigation, retain with the case file. State of California Guidelines; 180 days for audio, telephone and radio communication tapes, with exceptions of recordings pertaining to GC 34090.6
09-01-16	Time Off Requests	Includes vacation sign ups and special details. Moves the bulk of staff all at once based on the event / order.	COP/Admin		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for watch assignments, daily schedules and timekeeping records.
09-01-17	Reserve Hours Monthly Summary	Management report.	COP/Admin		**CY+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years for management reports
09-01-18	Emergency Operations	Includes the EOC plan and associated procedures for the City.	EOC Coordinator		**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after superseded for emergency management and mutual aid strategic plans.

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09-02-00	**Communications & Information Technology Unit**					
09-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-02-02	Telephone & Radio Communications	~~Stored on data tapes.~~ Stored on digital media	C&IT		**2Y Rotating**	GC 34090.6; 100 days. * If a claim is filed or pending litigation, retain with the case file. State of California Guidelines; 180 days for audio, telephone and radio communication tapes, with exceptions of recordings pertaining to GC 34090.6 Administrative Decision: Maintain communication recordings for a rotating 2 year period. Kept in the Verint System.
09-02-03	Mobile Audio & Video	Includes tape recordings and video from body worn systems. Non-evidence, Police Report with No Arrest, Detention / Arrest, Traffic / Pedestrian Contact with No Report: Violent Crime Report, Use of Force, Administrative, Complaint Against Employee or Agency: Critical Incident, Homicide:	C&IT	C	**2Y** **5Y or 15Y*** **P**	PC 832.18(5)(A)&(B); 60 days for nonevidetiary data, 2 years for evidentiary data. State of California Guidelines; Current year plus 2 years for misdemeanors/infractions with no arrests, identifiable property or missing persons. EVC 1045; Discovery of officer information on Internal Affairs cases. 5 year access limit. CCP 338 et al.; up to 3 years after commission of offense or after realization of offense. PC 832.5; 5 years after case closure with no sustained misconduct, <u>*15 years with sustained misconduct; confidential document not for public exposure.</u> PC 799; No statutes of limitations on actions CCP 335.1; Must commence action within 2 years Indefinite retention is recommended by DOJ and CA Law Enforcement Officers Assoc. State of California Guidelines; Permanent
09-02-04	Digital Audio Recordings		C&IT		**180 Days ***	GC 34090.6; 100 days. * If a claim is filed or pending litigation, retain with the case file. State of California Guidelines; 180 days for audio, telephone and radio communication tapes, with exceptions of recordings pertaining to GC 34090.6

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-02-05	Body-worn Camera Video & Audio	Includes ~~tape recordings and~~ video from body worn systems. Non-evidence, Police Report with No Arrest, Detention / Arrest, Traffic / Pedestrian Contact with No Report: Violent Crime Report, Use of Force, Administrative, Complaint Against Employee or Agency: Critical Incident, Homicide:	C&IT	C	**2Y** **5Y or 15Y*** **P**	PC 832.18(5)(A)&(B); 60 days for nonevidetiary data, 2 years for evidentiary data. State of California Guidelines; Current year plus 2 years for misdemeanors/infractions with no arrests, identifiable property or missing persons. EVC 1045; Discovery of officer information on Internal Affairs cases. 5 year access limit. CCP 338 et al.; up to 3 years after commission of offense or after realization of offense. PC 832.5; 5 years after case closure with no sustained misconduct, <u>*15 years with sustained misconduct; confidential document not for public exposure.</u> PC 799; No statutes of limitations on actions CCP 335.1; Must commence action within 2 years Indefinite retention is recommended by DOJ and CA Law Enforcement Officers Assoc. State of California Guidelines; Permanent
09-02-06	Databases	Includes all enterprise and other databases used in the City.	C&IT		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
09-02-07	MDC Messages	Mobile Digital Computers. Considered a conversation or text.	C&IT		**180 Days ***	GC 34090.6; 100 days. * If a claim is filed or pending litigation, retain with the case file. State of California Guidelines; 180 days for audio, telephone and radio communication tapes, with exceptions of recordings pertaining to GC 34090.6. PC 832.7(b)(7)(c); 180 days after discovery, or 30 days after closure of case, to release records as part of a PRA, use of force.
<u>09-03-00</u>	**<u>Court Liaison Office</u>**					
09-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-03-02	Daily Payroll Report	Maintained electronically in an MS Access database (Court DB) Used for tracking hours that employees and officers appearing in court.	Court		**CY+2**	GC 34090; 2 year minimum requirement
09-03-03	Payroll Court Ledger	Excel sheet printed after daily payroll report entered into the Court DB database. Forwarded to Finance for payroll.	Court		**CY+2**	GC 34090; 2 year minimum requirement

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09-03-04	Daily Court Roster	Created from an MS Access database (Court DB). PDF saved on the shared drive.	Court		**CY+2**	GC 34090; 2 year minimum requirement
09-03-05	Subpoenas	Duces tecum and appearance subpoenas received via email from the courts. Some received by mail or in person by other entities.	Court		**CY+2**	GC 34090.7; Duplicate records may be destroyed at any point before the total retention period State of California Guidelines; Current year plus 2 years. Courts/County maintain the original record.
09-04-00	**Crime Prevention**					
09-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-04-02	Monthly Statistical Reports	Reports and data generated internally and distributed to requesting divisions/units, departments, agencies or the public.	Crime		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for weekly, monthly, quarterly and annual statistical reports.
09-04-03	Alarm Permits & False Alarms	Police alarm permits renewed annually.	Crime		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for false alarm duplicates.
09-04-04	Street Vendor Permits		Crime		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for temporary use permits
09-04-05	Temporary Use & Annual Permits	Includes ABC licenses, block parties, entertainment, film and other temporary permits and licenses.	Crime		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for temporary use permits
09-04-06	Massage Establishments	Permit renewed every 2 years.	Crime		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after expiration for massage parlor permits.
09-04-07	Second Hand Dealer Licenses	Includes licenses for antique dealers and other second hand sellers.	Crime		**AE+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for secondhand dealers and pawn broker licenses.
09-04-08	Promotional Materials & Outreach		Crime		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-05-00	**Forensics**					
09-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-05-02	Latent Fingerprints	Latent Fingerprint cards are in secured CSI office in a locked filing drawer. Results are scanned into Spillman and cards maintained separately.	Forensics		**P**	State of California Guidelines; Maintain latent fingerprint records for case statute of limitations or until evidence in case is destroyed. No citations listed. Reference Penal Code sections under the Records group for retention. Administrative Decision: Maintain latent fingerprint records permanently to support potential future reference.
09-06-00	**Internal Investigations**					
09-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-06-02	Citizen Complaints	Form completed by a citizen. Complaints become formal investigations. Non-complaints are forwarded to other divisions or departments, as needed.	IA		**AC+7**	GC 34090; 2 year minimum requirement 42 USC 1983; Settlement of civil rights complaint plus 7 years
09-06-03	Critical Incident Reviews	Includes any time that an officer intentional or unintentional discharges their firearm and death in custody reporting and logs. Where officer shows no sign of sustained conduct: Where officer shows signs of sustained conduct:	IA	C	**AC+5** **AC+15**	EVC 1045; Discovery of officer information on Internal Affairs cases. 5 year access limit. GC 12946; Personnel records, 2 years after termination. PC 801.5; 4 years to commence prosecution PC 832.5(b); 5 years after closure for lack of sustained conduct, 15 years after closure with proof of sustained conduct, confidential document not for public exposure. VC 2542 & 2547; Officer fraud or misrepresentation. 3 years after act or omission. State Recommendation; Closure of case plus 25 years, 2 years plus the current year for death in custody reporting. DOJ regulates, if not involving felonies, the report can be destroyed after 3 years, provided that accounting of incident has been placed with the case file.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-06-04	Grievances		IA		**AT+5**	GC 12946; 2 years after completion 29 CFR 1602.14; 1 year after action/change 29 USC 211c; Maintain, indefinite 29 USC 203m; Definitions 29 USC 207g; Definitions State of California Guidelines; 2 years after termination for general employees, 5 years after termination for safety employees
09-06-05	Internal Investigations		IA	C	**AC+15**	PC 832.5(b) Statutory minimum is 5 years for no sustained misconduct and 15 years for sustained misconduct. EVC 1045; 5 years for conduct PC 801.5; SOL of 4 years after event PC 803(c); public officer, crime descriptions VC 2547; SOL of 3 years for officer fraud GC 12946; 4 years after completion/position filled
09-06-06	Pitchess Motions	Legal document seeking information in police officers' personnel file. Copy maintained with the officer's file.	IA		**CY+2**	GC 34090; 2 year minimum requirement
09-06-07	Use of Force Review Board Reports		IA		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for use of force files
09-06-08	Supervisory Notes / Records of Discussion	Maintained under lock and key by each division for employees. Notes and observations on performance related issues for the deployment period. Cycle varies and results are maintained by the highest level supervisor of the officer. Related to training.	IA	C	**AS+6**	29 CFR 1627.3 - 4; 3 years after termination 29 CFR 1602.30 - 32; 2 - 3 years after termination 29 CFR 516.5 - 6; 3 years after action 29 USC 1113; 6 years after date of last action GC 12946; 4 years after termination or action State of California Guidelines; 5 years after termination for safety employees.
09-07-00	**Investigations**					
09-07-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-07-02	Sex / Arson Registrants	Sex offenders - Adult Sex offenders - Juvenile	Investigations	V, C	**LOR+2** *** Varies**	GC 34090; 2 years minimum * PC 290; definitions and references W&IC 781; 5 years after record sealed or when juvenile reaches 38 years. Permanent if tried as an adult. State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
09-07-03	Homicide		Investigations	V, C	**P**	PC 187; Definitions PC 799; No statutes of limitations on actions Indefinite retention is recommended by DOJ and CA Law Enforcement Officers Assoc.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-07-04	Major Sexual Assault		Investigations	V, C	**LOR+2**	PC 261; Definitions PC 220; Definitions & punishments PC 286; Definitions & punishments PC 288; Definitions & punishments PC 289; Definitions & punishments W&I 781; Juvenile records, when offender reaches age 38, or 5 years after records are sealed. Department of Justice recommends 25 years. Administrative Decision: Maintain sex crime cases for 2 years after proof of offender's death.
09-07-06	Registration Files - 11590 HS	Drug registrants. Maintained in Spillman RMS.	Investigations		**LOR+2**	GC 34090; 2 year minimum requirement H&S 11594; 5 years after termination of parole or probation PC 186.32; 5 years after last registration requirement State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
09-07-07	Registration Files - 290 Adults	For sex offenders. Activity based on ORI status. Maintained in Detective Aides cubicle area and inactive files are in the Detectives/Investigations storage room.	Investigations		**LOR+2**	GC 34090; 2 years minimum * PC 290; definitions and references W&IC 781; 5 years after record sealed or when juvenile reaches 38 years. Permanent if tried as an adult. State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
09-07-08	Registration Files - 290 Juveniles	For sex offenders. Activity based on ORI status and maintained in the CSAR web portal.	Investigations		*** Varies (Reference citations)**	GC 34090; 2 years minimum * PC 290; definitions and references W&IC 781; 5 years after record sealed or when juvenile reaches 38 years. Permanent if tried as an adult. State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
09-07-09	Registration Files - 457.1 Adults	Maintained in Detectives Aides cubicle area.	Investigations		**LOR+2**	GC 34090; 2 years minimum H&S 11594; 5 years after termination of parole or probation PC 186.32; 5 years after last registration requirement * PC 457; Arson registration for juveniles, 25 years of age or when records are sealed per W&IC 781 State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-07-10	Registration Files - 457.1 Juveniles	For arson offenders. Maintained in CSAR web portal.	Investigations		*** Varies**	GC 34090; 2 years minimum H&S 11594; 5 years after termination of parole or probation PC 186.32; 5 years after last registration requirement * PC 457; Arson registration for juveniles, 25 years of age or when records are sealed per W&IC 781 State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
09-07-11	Monthly DOJ/UCR/BACS (MACR) Report	Electronic monthly statistical report sent to the DOJ. MACR - Monthly Arrest & Citations Register - DOJ form JUS 750. Maintained in NIBRS, National Incident Based Reporting System.	Investigations		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for weekly, monthly, quarterly and annual statistical reports.
09-07-12	Track Fliers	Includes BOLOs from to other agencies. Printed to PDF and maintained on the shared drive. May be uploaded to RMS with the corresponding case.	Investigations		**CY+2**	GC 34090; 2 year minimum requirement
09-07-13	Informant Files	Maintained in paper form and reviewed annually for activity. Includes vice crimes (gang, narcotics, prostitution, robbery). Paper form maintained in CIT Department (Community Impact Team) in a filing cabinet.	Investigations	C	**AT+10**	GC 34090; 2 year minimum requirement State of California Guidelines; 10 years after termination for informant files, no citation stated
09-08-00	**Jail**					
09-08-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-08-02	Jail Video Recordings		Jail		**CM+13M**	GC 34090.6; 1 year. If a claim is filed or pending litigation, retain with the case file for 100 days after conclusion of court action. State of California Guidelines; Current Month plus 13 months for surveillance recordings
09-08-03	Medical Inmate Screenings	Maintained in RMS booking table files with the associated case.	Jail		**AC+7 ***	H&S 123145; * Under 18 - 1 year after 18th birthday or 7 years, whichever is longer. Over 18 - 7 years after discharge. 15 CCR 1205; Maintain separately from inmate files, no retention listed 15 CCR 1207; Maintain, no retention listed California "Minimum Guidelines for Local Detention Facilities" state "There is no Title 15 regulation related to records retention" for these records.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-08-04	Detoxification Forms	Used for bi-annual audits and inspections by the State.	Jail		**AC+7 ***	H&S 123145; * Under 18 - 1 year after 18th birthday or 7 years, whichever is longer. Over 18 - 7 years after discharge. 15 CCR 1205; Maintain separately from inmate files, no retention listed 15 CCR 1207; Maintain, no retention listed California "Minimum Guidelines for Local Detention Facilities" state "There is no Title 15 regulation related to records retention" for these records. Administrative Decision: Maintain detoxification forms for 7 years after closure, with exceptions, to follow retention of medical screenings.
09-08-05	Logs	Logs of secure / non-secure detention including juvenile cell check, visitor, incident and other jail logs.	Jail		**CY+6**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 6 years for jail logs
09-08-06	Juvenile Commission Reports	Monthly and annual reports sent to the Juvenile Commission. Form is downloaded from the County website.	Jail		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for weekly, monthly, quarterly and annual statistical reports.
09-08-07	Inspections	Board of Corrections bienniel, health department, fire department, etc.	Jail		**AC+6**	GC 34090; 2 year minimum requirement State of California Guidelines; After completion plus 6 years for inspections by various agencies
09-08-08	Weekly Assessments	Weekly inspections on the Buena Park City Jail Weekly Fire Safety Assessment form. Maintained on the shared drive.	Jail		**AC+6**	GC 34090; 2 year minimum requirement State of California Guidelines; After completion plus 6 years for inspections by various agencies
09-09-00	**Property & Evidence**					
09-09-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-09-02	City Fund Memorandums	Memo lists unclaimed monies on cases where legal ownership cannot be established. Original maintained in Finance Department. Destroy copy when case file is closed and retention reached.	P&E		**ACT**	GC 34090.7; Duplicates and reference materials may be destroyed within the 2 year minimum. Duplicates must not be kept longer than the retention life of the original record.
09-09-03	Destruction of Narcotics Memorandums	Memo lists narcotics which are destroyed after adjudication of cases. Original memo to City Attorney then to court judge for validation. Destroy copy when case file is closed and retention reached.	P&E		**P**	State of California Guidelines; Permanent for gun destruction. No citation given. Current year plus 2 years for property control logs recording items coming into and going out of property rooms.
09-09-04	Destruction of Weapons List	List of weapons destroyed after adjudication of case. Disposition of destroyed weapons entered into statewide automated property system.	P&E		**P**	State of California Guidelines; Permanent for gun destruction. No citation given. Current year plus 2 years for property control logs recording items coming into and going out of property rooms.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-09-05	Auction Reports	Items of property to be auctioned.	P&E		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after financial audit for surplus property auctions including listings of property.
09-09-06	Property Owner Notifications	Owners of property held as evidence, found or safekeeping. Copy of letter filed with original report until retention of the case is reached.	P&E		**P**	State of California Guidelines; Permanent for gun destruction. No citation given. Current year plus 2 years for property control logs recording items coming into and going out of property rooms.
09-09-07	Property Record / Receipts	After adjudication of case, property cards are scanned under original case and originals destroyed.	P&E		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; No citation given. Current year plus 2 years for property control logs recording items coming into and going out of property rooms.
09-10-00	**Records**	***** Maintain all case files confidential while active. California Public Records Act to be consulted.**				
09-10-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-10-02	Spillman RMS	Electronic case management system.	Records	C	**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
09-10-03	Case Reports - All Other	Crime reports, DUI's, incidents, manditory registrants, bookings/arrests, missing persons, restraining orders, criminal protective orders, NCIC entries. May include property, photos, field interview cards, additional documents and any other elements for the case. All files scanned and stored in the RMS system.	Records	V	**See cases listed below**	
	11357B Cases	Marijuana related.	Records	V, C ***	**AC+2 ***	HS 11361.5, 11361.7, 11357 B, C, D, or E; 2 years after case closure, * or until offender reaches the age of 18 years provided there are no active warrants associated with the case. Destroy Juvenile marijuana cases after age 18. H&S 11362.1, Legal adult use of cannabis products Combined cases may be retained for the longest applicable retention period. The District Attorney may vacate the conviction and the City may destroy the case file sooner than the retention period listed.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
	Accident Reports, General & Misdemeanor Infractions		Records	V, C ***	**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for misdemeanors/infractions with no arrests, identifiable property or missing persons. Administrative Decision: Maintain for 2 years after closure of the case.
	Child Abuse		Records	V, C ***	**AC+10**	PC 11169; Maintain PC 11170; 10 years from date of reporting , DOJ Recommendation PC 288, 647; Definitions
	Child Molestation		Records	V, C ***	**LOR+2**	PC 261; Definitions PC 220; Definitions & punishments PC 286; Definitions & punishments PC 288; Definitions & punishments PC 289; Definitions & punishments W&I 781; Juvenile records, when offender reaches age 38, or 5 years after records are sealed. Department of Justice recommends 25 years. Administrative Decision: Maintain sex crime cases for 2 years after proof of offender's death.
	City Employee Cases		Records	V, C ***	**AC+7**	29 CFR 1904.33; OSHA reports maintained for the current year plus 5 years. State of California Guidelines; 7 years after closure
	Drug / Sex Crime Registration	Sex offenders - Adult Sex offenders - Juvenile	Records	V, C ***	**LOR+2** *** Varies**	GC 34090; 2 years minimum * PC 290; definitions and references W&IC 781; 5 years after record sealed or when juvenile reaches 38 years. Permanent if tried as an adult. State of California Guidelines; Life of registrant within jurisdiction for arson, sex and narcotics.
	Felony Cases, Non-permanent	Does not include murder, kidnapping for ransom, treason, procuring execution by perjury, train wrecking, assault with a deadly weapon by a life-term prisoner, bombing resulting in death or bodily injury, making defective war materials that cause death	Records	V, H, C ***	**AC+6**	GC 34090, 2 year minimum requirement CCP 338 et al.; up to 3 years after commission of offense or after realization of offense, 6 years for notory public offenses. State of California; Prosecution of cases involving 8 or more years in prison must commence within 6 years.
	Felony Cases, Permanent	Includes murder, kidnapping for ransom, treason, procuring execution by perjury, train wrecking, assault with a deadly weapon by a life-term prisoner, all fatality collisions, bombing resulting in death or bodily injury, making defective war materials that cause death.	Records	V, H, C ***	**P**	PC 799, 801.1, 803; No statutes of limitations on actions CCP 335.1; Must commence action within 2 years Indefinite retention is recommended by DOJ and CA Law Enforcement Officers Assoc. State of California Guidelines; Permanent

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
	Misdemeanors / Infractions, Filed		Records	V, C ***	**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for misdemeanors/infractions with no arrests, identifiable property or missing persons.
	Misdemeanors / Infractions, Not Filed	Misdemeanors with no leads, no convictions or arrests not filed.	Records	V, C ***	**AC+2**	GC 34090; 2 year minimum requirement CCP 338; up to 3 years after commission of offense or after realization of offense. State of California Guidelines; Current year plus 2 years for misdemeanors/infractions with no arrests, identifiable property or missing persons.
	Missing Persons		Records	V, C ***	**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for non-criminal occurrences, including missing persons where person has been returned/found. DOJ recommends permanent for unsolved missing persons.
	Officer Involved Shootings	Includes shootings	Records	V, C ***	**AC+25**	EVC 1045; Discovery of officer information on Internal Affairs cases. 5 year access limit. PC 832.5; 5 years after case closure with no sustained misconduct, 15 years with sustained misconduct; confidential document not for public exposure. VC 2542 & 2547; Officer fraud or misrepresentation. 3 years after act or omission. State Recommendation; Closure of case plus 25 years. DOJ regulates, if not involving felonies, the report can be destroyed after 3 years, provided that accounting of incident has been placed with the case file.
	Robberies / Burglary		Records	V, C ***	**AC+3**	CCP 338 et al.; up to 3 years after commission of offense or after realization of offense. State Recommendation; Closure of case plus 3 years.
	Sex Crimes		Records	V, C ***	**L+2**	PC 261; Definitions PC 220; Definitions & punishments PC 286; Definitions & punishments PC 288; Definitions & punishments PC 289; Definitions & punishments W&I 781; Juvenile records, when offender reaches age 38, or 5 years after records are sealed. Department of Justice recommends 25 years. Administrative Decision: Maintain sex crime cases for 2 years after proof of offender's death.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
	Stolen Vehicles		Records	V, C ***	**AC+3**	CCP 338 et al.; up to 3 years after commission of offense or after realization of offense. State Recommendation; Closure of case plus 3 years.
	Unattended Death / Suicide	Suspicious	Records	V, H, C ***	**P**	PC 799; No statutes of limitations on actions Indefinite retention is recommended by DOJ and CA Law Enforcement Officers Assoc. State of California Guidelines; Permanent
		No suspicious circumstances		V, C ***	**AC+2**	GC 34090; 2 year minimum requirement
	Weapon Crimes	Possession of illegal weapons, carrying concealed weapons, and other crimes relating to the possession or use of illegal weapons where no other crime has occurred.	Records	V, C ***	**AC+5**	GC 34090; 2 year minimum requirement Administrative Decision: Retain weapon crime information for 5 years to track potentially violent individuals.
09-10-04	Public Information Logs	Events and calls for service.	Records		**CY+2**	GC 34090; 2 year minimum requirement
09-10-05	Public Records Requests	Maintained on the shared drive in Records main folder, then subfolder named "PRA Requests". Request and response and any correspondence pertaining to the requests are saved. Nextrequest is now due for responses.	Records		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion
09-10-06	Field Interview Cards	Entered directly into the RMS. No longer physical cards.	Records	C	**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after completion for field interview cards.
09-10-07	Restraining Orders	All restraining orders are maintained by the California Courts Protective Order Registry (CCPOR) repository. All orders may be printed from the CCPOR repository. Orders are scanned into Spillman RMS in the respective case. Proof of Service are entered into the CLETS database and scanned into the respective case..	Records		**AE**	State of California Guidelines; Destroy after law enforcement actions are fulfilled and effective date of restraining order has expired. Described in PC 273.5, PC 273.6, PC 273.65, PC 646.9(b), PC 13700 and FAM 6380-6383.
09-10-08	Repossessed Vehicles / Private Property Impounds	CHP 180 forms are scanned into Spillman RMS Files with the corresponding case and shredded after a second CLETS entry check and image QC.	Records		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain repossession and private impound records for the current year plus 2 years.
09-10-09	Requests for Livescan Service	Fingerprint processing for Department of Justice. Requested for City employees and City residents on request, and for CCWs. Handled by our front counter staff on a special computer module soley for Livescan fingerprint processing. The Livescan record is entered and the "Request for Live Scan Service" form is retained by the Senior Account Clerk for fee reconciliation.	Records		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Maintain fingerprint information for city employment for 2 years after termination.
09-10-10	Record Sealings, Adults	Kept in Records Storage room	Records	V, C ***	**AC+3 ***	PC 851.8(a); Factually innocent records, 3 years after arrest, * with district attorney approval.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-10-11	Record Sealings, Juveniles	Kept in Records Storage room	Records	V, C ***	**AC+5 ****	Date of court ordered destruction W&IC 781; 5 years after sealed by court order for at-risk youth; ** W&IC 781; When juvenile reaches the age of 38 for murder and/or sex crimes occuring before the child is 14 years of age ** W&IC 781; For murder and/or sex crimes occuring on or after the child reaches age 14, DO NOT DESTROY.
09-11-00	**Traffic Bureau**					
09-11-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-11-02	Traffic Data Collection	Used to monitor traffic speed and data for specific locations.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations.
09-11-03	Citations - Traffic	Criminal and non-criminal citations (Misdemeanor and traffic or non-traffic related citations - (infractions). Brazos Application	Traffic		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations.
09-11-04	Citations - Parking	Wincite Application for electronic parking cites. Hand written parking citations are scanned into the Citation Table into the RMS and the cites are filed in a filing cabinet in traffic.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations.
09-11-05	Voided Criminal Citations	Maintained in the Brazos Application and hand written voided citations are scanned into the Citation table within the RMS.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement
09-11-06	Voided Parking Citations	Maintained in Wincite Appliciation any written paper parking citations are scanned into the RMS.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations.
09-11-07	Traffic Citation Transmittal Sheet	For the courts. One copy (PDF) kept and one printed copy sent to the courts.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations.
09-11-08	Parking Hearing Dispositions	Administrative reviews.	Traffic		**AC+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for parking and traffic citations. Administrative Decision: Maintain hearing files for 2 years after the appeal is closed to support the citation.
09-11-09	Commercial Vehicle Inspections	Form used for inspection of commercial vehicles stopped for a purpose.	Traffic		**CY+2**	GC 34090; 2 year minimum requirement

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-11-10	Equipment Calibrations	Preliminary Alcohol Screening Device and radar calibration. Maintained in binders in paper format.	Training		**AT+2**	GC 34090; 2 year minimum requirement State of California Guidelines; 2 years after termination of use of equipment for radar calibration records
09-12-00	**Training Unit**					
09-12-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-12-02	Training Management System Database (TMS)	Used to track all training for officers, including inhouse, POST and other training sessions. Maintained on the EDI portal with POST.	Training		**IND**	Transitory Record: Maintain indefinitely or until data is transferred to a new tracking system.
09-12-03	Department Training Records	Includes binders filed by officer containing class outline, tests, precentages, roster, handouts, instructor's qualifications and resumes, daily evaluations, qualification criteria and training scenarios. Maintained electronically on the T Drive.	Training		**AS+7**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 2 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; 7 years after termination, no specific citation given. 2 years after termination for certificates and designations training.
09-12-04	Range Shooting Records	Includes range lesson plans, firearms safety plan, weapon maintenance, firearm training manuals, simulation training, range master and safety officer for firearms and less-lethal weapons. Maintained electronically on the T Drive.	Training		**AC+15**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 2 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; Current year plus 7 years for non-safety training records. Current year plus 2 years for certificates and designations training. 15 years after completion for range lesson plans (No citation given).
09-12-05	Range Course of Fire Logs	Maintained electronically on the T Drive.	Training		**AC+15**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records GC 12946; 2 years after termination GC 7920.000; PRA, confidential record status State of California Guidelines; Current year plus 7 years for non-safety training records. Current year plus 2 years for certificates and designations training. 15 years after completion for range lesson plans (No citation given).
09-12-06	Community Police Academy Applications	Maintained electronically on the T Drive. Successful applicants: Unsuccessful applicants:	Training		**AT+4** **AC+4**	GC 12946; 4 years after completion/position filled State of California Guidelines; 2 years after termination Administrative Decision: Maintain volunteer files for 4 years after termination for hired, 4 years after position filled for denied applications to follow recruitment retention.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-12-07	Locker & Riot Locker Logs	Includes combinations and assigned lockers Maintained on our T drive and locker keys are maintained by the Training Sergeant	Training	C	**S+2**	GC 34090; 2 year minimum requirement State of California Guidelines; After superseded
09-12-08	Canine Records	Kept for the life of the dog. Maintained by each individual K-9 officer for training of the dog.	Training		**L+2**	GC 34090; 2 year minimum requirement 29 CFR 1627.3(b); 1 year for training records Administrative Decision: Maintain canine records for the life of the animal plus 2 years to track training.
09-13-00	**Vice & Narcotics**					
09-13-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-13-02	Pawn Slips		Vice		**CY+2**	GC 34090; 2 year minimum requirement State of California Guidelines; Current year plus 2 years for Secondhand Dealers and Pawn Brokers.

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09-00-00 POLICE SERVICES

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Retention	© Citations & Legal Basis
09-14-00	**Information Techology**					
09-14-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-14-02	Service Desk	Work order system	IT		**IND**	Transitory Record; Databases are maintained while active
09-14-03	Technical Network Diagrams	Documents related to network configuration.	IT	C	**IND**	Transitory Record; Databases are maintained while active
09-15-00	**Backup and Recovery Plans**					
09-15-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
09-15-02	Veeam Backup System	Provides daily incremental and weekly full backups for servers. System overwrites based on policy.	IT		**CM+11**	GC 34090.7; Duplicate records may be destroyed within the 2 year minimum period State of California Guidelines; Current month plus 1 year for monthly backups Administrative Decision: Maintain a 12 month rotating backup set to allow for electronic record retention compliance.
09-15-03	Tape Backup System	Used for daily incrementals, weekly full, and rotating annual backups	IT		**CM+11**	GC 34090.7; Duplicate records may be destroyed within the 2 year minimum period State of California Guidelines; Current month plus 1 year for monthly backups Administrative Decision: Maintain a 12 month rotating backup set to allow for electronic record retention compliance.

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10-00-00 ECONOMIC DEVELOPMENT

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-01-00	**Economic Development**					
10-01-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-01-02	Property Acquisitions	Appraisals, EIR, Escrow documents	Econ Dev		**AC+10**	CCP 337.15; 10 years after completion of construction or improvement State of California Guidelines; Completion expiration 10 years for acquisitions.
10-01-03	Small Business Relief Program	Grants and monies provided by the Orange County Board of Supervisors for districts.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.
10-01-04	Economic Development Projects	Agreements, loan agreements, professional service agreements, studies, and EIR's.	Econ Dev		**AC+4**	CCP 337(2) & (3); Statutes of limitations of 4 years CCP 337.2; Statutes of limitations of 4 years 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
10-01-05	Grant Applications & Agreements Working Files	Departments are responsible for maintaining copies of invoices paid toward grants and longer retention term applies, as needed. City Clerk is responsible for the executed grant agreement.	Econ Dev		**AFP+5 ***	29 CFR 97.36(i)(11); 3 years after final payment 29 CFR 97.42(b); 3 years after final payment 2 CFR 200.334; 3 years after final expenditure report for federal grants 24 CFR 570.502(a)(7)(i)(a); Deeds/CDBG activities, 4 years after closure of loan State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
10-01-06	County of Orange Files	Pass thru agreements, possessory interest, tax default, cancellation of taxes, property tax bills, sale of land proceeds.	Econ Dev		**AC+5**	GC 34090; 2 year minimum 29 USC 436; 5 years 26 CFR 31.6001; 4 years after tax return is filed R&T 19530; 3 years after tax return is filed 29 CFR 516.2-6; Maintain at least 3 years CCP 337(2) & (3); Statutes of limitations of 4 years CCP 337.2; Statutes of limitations of 4 years 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al. State of California Guidelines; 4 years after audit

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-02-00	**Housing**					
10-02-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-02-02	Project Files	Includes all project information from the former Redevelopment Agency, and associated documents. Proposed Projects - Not Completed: Includes renderings, correspondence and legal documents, any other project related documents. * Project files may include feasibility studies, which are confidential documents.	Econ Dev	C*	**AFP+5 *** **AC+2**	GC 34090; 2 year minimum requirement 29 CFR 97.42; grants must be kept for 3 years after final expenditure report. State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
10-02-03	Affordable Housing	New construction properties including loans, construction, land purchase, maps, DDAs, monitoring, GAP loans, property compliance monitoring, density bonus, and other information for construction financing tax credits.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.
10-02-04	Rental Rehab Loans	Loan files, including deed copies, loan information, applications and recorded documents. Source of funding is CDBG, HOME, or RDA.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-03-00	**Successor Agency**					
10-03-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-03-02	Oversight Board	Agenda packets, staff reports, minutes and meeting notices.	Econ Dev	V	**P**	GC 34090(e); Permanent for ordinances and resolutions State of California Guidelines; Permanent for administrative records and for decisions made by public agencies
10-03-03	Recognized Obligation Payment Schedule (ROPS)	Supporting documents, financials, correspondence to the state, prior period adjustment forms, and meet and confer.	Econ Dev		**AA+5**	GC 34090; 2 year minimum requirement 29 USC 436; 5 years 26 CFR 31.6001; 4 years after tax return is filed R&T 19530; 3 years after tax return is filed 29 CFR 516.5; Maintain at least 3 years State of California Guidelines; 4 years after audit
10-03-04	Audits	State and other funding source audits.	Econ Dev		**P**	GC 34090; 2 year minimum State of California Guidelines; Permanent
10-04-00	**Community Development Block Grants (CDBG)**					
10-04-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-04-02	Grant Project Files	Applications, agreements, correspondence, and other financial documents. Includes sub-recipient documents, Ehler's Senior Center rehabilitation, NSP1, Doss property acquisition, and Commercial Rehabilitation program recipients.	Econ Dev		**AFP+4**	24 CFR 570.502(b)(3); Deeds/CDBG activities, 4 years after closure of loan 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report 24 CFR 982.158(f); 3 years State of California Guidelines; Closure of loan plus 3 years.
10-04-03	Consolidated 5 Year Plan	Required submission to HCD.	Econ Dev		**S+3**	GC 34090; 2 year minimum requirement 24 CFR 982.158(f); 3 years for HUD reports under Section 8 State of California Guidelines; 2 years after strategic plan is superseded.
10-04-04	Annual Action Plans	Required submission to HCD for entitled grant monies.	Econ Dev		**S+3**	GC 34090; 2 year minimum requirement 24 CFR 570.490; 3 years for reports State of California Guidelines; 2 years after strategic plan is superseded.
10-04-05	Consolidated Annual Performance & Evaluation Report (CAPER)	Program and financial information produced by HUD.	Econ Dev		**AC+3**	24 CFR 570.490; 3 years for reports

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-04-06	HUD Funding Documents & Correspondence	Required submission to HUD.	Econ Dev		**AC+6Y3M**	24 CFR 982.158(f); 3 years for HUD reports HUD Notice PIH98-48 & PIH99-49; Current year plus 6 years and 3 months for Section 8 financial documents.
10-04-07	Check Requests & Draw Downs	Draw requests are from the department for reimbursing sub-recipients.	Econ Dev		**AFP+4**	24 CFR 570.502(b)(3); Deeds/CDBG activities, 4 years after closure of loan 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report.
10-04-08	Covid-related Funding	Rental assistance, utility assistance, Small Business Relief program, Boys & Girls Club childcare program, and Homeless Outreach program.	Econ Dev		**AFP+5***	21 CFR 1403.36(i)(11); 3 years after last payment 21 CFR 1403.42; 3 years after last payment, unless litigation, then 3 years after claim is filed/settled. 24 CFR 570.502(b)(3); Deeds/CDBG activities, 4 years after closure of loan 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report 29 CFR 97.42; grants covered by a consolidated action plan must be kept for 5 years. State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
10-05-00	**HOME & CalHOME Programs**					
10-05-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-05-02	Project Setup Files	Prepares prior to receiving funding for new projects.	Econ Dev		**AC+2**	GC 34090; 2 year minimum requirement
10-05-03	Project Files	Includes agreements, invoicing, payments, reports and other documents from subrecipients.	Econ Dev		**AFP+5 ***	29 CFR 97.42; grants must be kept for 3 years after final expenditure report. State of California Guidelines; 5 years after grant closure. * State recommends referring to grant application close-out procedures, if any.
10-05-04	Home Improvement Loans	Home Improvement loans, Redevelopment Neighborhood Renovation program (RNRP) and other property improvement programs. Loan files: deed copies, loan information, applications and recorded documents. Source of funding is CDBG, HOME and CalHome.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.
10-05-05	Tenant Based Rental Assistance	HOME Funds	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-05-06	First Time Homebuyer Program	Loan files, including deed copies, loan information, applications and recorded documents. Funding is directly from HCD for distribution by the City.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.
10-05-07	Check Requests & Draw Downs	Draw requests are from the department for reimbursing subrecipients.	Econ Dev		**AFP+5**	24 CFR 92.508; 5 years 24 CFR 85.42; Grants & co-operative agreements, 3 years after submission of last expenditure report State of California Guidelines; Closure of loan plus 3 years.
10-05-08	Annual & Quarterly Reports	Required report submission to HCD (HOME).	Econ Dev		**AC+3**	24 CFR 570.490(d); 3 years for reports
10-06-00	**Former Redevelopment Agency**					
10-06-01	General Information	Includes general subject information, reports and reference documents relating to the record group, but not associated with a specific record series already in the group.	City-wide		**AR**	Administrative Record; Review annually for relevance to current subject matter or projects, inclusion in an associated record series, or creation of a new record series.
10-06-02	Project Area Formation & Administration	RDA Plans for all Project Areas. Includes DOF, ERAF, RDA Bylaws, RDA Financial Statements, Statement of Indebtedness	Econ Dev		**P**	GC 34090(a), Real property records, maintain H&S 19850; Life of Building, with exceptions. State of California Guidelines; Permanent
10-06-03	Bonds	Tax Allocation and Refunding Bonds Bond Issues & Agreements Bond Statements & Reports	Econ Dev		**P** **AFP+10**	GC 34090; 2 years minimum GC 43900-43903; Destruction guidelines for bonds CCP 337.5; Statutes of limitations of 10 years FC 30210; Maintain State of California Guidelines; Permanent for bond issues, 10 years after closure/expiration for statements
10-06-04	Loan Agreements	RDA loans	Econ Dev		**AC+4**	CCP 337.2; Statutes of limitations CCP 343; Statutes of limitations 48 CFR 4.703; 3 years after final payment 48 CFR 4.705-1; 4 years after completion for accounting, payroll, purchasing records, et. al.
10-06-05	Feasibility & Technical Studies	Attorney work product. Includes potential parking use, potential recreation use, engineering studies, proposed retail use and all other feasibility studies and reports.	Econ Dev	C	**AC+5**	GC 34090; 2 year minimum requirement Administrative Record, State of California Guidelines; 5 years
10-06-06	City Appraisals	Property appraisals.	Econ Dev		**AC+2**	GC 34090; 2 year minimum requirement GC 6254(h); PRA, confidential record designation until acquisition complete. State of California Guidelines; 2 years after completion
10-06-07	RDA Projects	Includes correspondence and supporting documents. All disposition agreements, contracts, demolition and construction contracts, future agreements and deeds.	Econ Dev		**AC+10**	CCP 337.15; SOL of 10 years for construction defect actions

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Series Code	Series Name	Description of Documents, As Needed	Office of Record	Special Attributes	Total Required Retention	Citations & Legal Basis
10-06-08	Soils & Geological Reports	Agency sponsored reports.	Econ Dev		**P**	GC 34090(a); Permanent for land related documents State of California Guidelines; Permanent for soils reports.
10-06-09	General Surveys & Studies	Agency sponsored surveys and studies.	Econ Dev		**AC+2**	GC 34090; 2 year minimum State of California Guidelines; 2 years after completion for general studies and surveys

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April 28, 2026
CONSENT CALENDAR
Item No. 4K.

City Council Agenda Report

SELECTION OF THE 2026 MYRNA HOLMQUIST SCHOLARSHIP AWARDEES AND APPROVAL OF SCHOLARSHIP AMOUNTS

PREPARED BY	PRESENTED BY
Jessica Fewer, Senior Management Analyst	Jessica Fewer, Senior Management Analyst
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Eddie Fenton, Assistant City Manager/Human Resources Director	Aaron France, City Manager

RECOMMENDED ACTION

1) Award Brilynn Martin a 2026 Myrna Holmquist Scholarship in the amount of $5,000; 2) Award Natalie Stark a 2026 Myrna Holmquist Scholarship in the amount of $1,500; 3) Award Kenneth Roman a 2026 Myrna Holmquist Scholarship in the amount of $1,500; 4) Award Liam Gallego a 2026 Myrna Holmquist Scholarship in the amount of $1,000; and 5) Award Jose Ramirez a 2026 Myrna Holmquist Scholarship in the amount of $1,000.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

Each year, the Myrna Holmquist Scholarship is awarded to students who have a career interest in the Communications field and desire to apply their knowledge and leadership abilities to a career within the field. Applicants must be Buena Park residents, who are either high school seniors in the process of enrolling in college or are current college students. Each student must have a Grade Point Average (GPA) of 2.75 or higher and major in the area of Communications. Scholarships can be awarded in an amount up to $10,000.

Earlier this month, five scholarship applications were received. The first applicant is Brilynn Martin, who is a current student at Anaheim Magnolia Christian School and will be attending Biola University in the fall. Ms. Martin will be pursuing a degree in Communications and hopes to use her degree in the field of politics or non-profit administration in the future.

The second applicant is Natalie Stark, who is a returning awardee. Ms. Stark recently transferred to Cal State Long Beach after earning her associates degree in Communication Studies from Cypress College. Ms. Stark is continuing her Communications Studies and has interest in becoming a certified mediator to assist individuals in conflict resolution.

The next applicant is Kenneth Roman, who is finishing his final semesters at Cypress College. He plans to transfer to the University of Mary in Bismarck, North Dakota, to continue his studies in communications. Mr. Roman has a high GPA and is interested in a career in public relations and social media management.

The fourth applicant is Liam Gallego, who is a senior at Buena Park High School. Mr. Gallego has a high GPA and has been accepted to several universities, including UCLA and Cal Poly Pomona. While Mr. Gallego is majoring in Engineering, he is interested in developing communication tools that help people, such as stroke survivors or other non-verbal persons, communicate.

The last applicant is Jose Ramirez, who is also a senior at Buena Park High School. Mr. Ramirez has a high GPA and has been accepted to several universities. While he is still deciding where to go, he plans to major in Agricultural Studies. However, he plans to take courses in communications to further his goal of becoming an Agricultural advisor.

In January 2026, Council Member Ahn and Council Member Franco were selected to continue to serve on the Myrna Holmquist Scholarship Ad Hoc Committee. On April 20, 2026 and April 21, 2026, the Committee interviewed all applicants. Based on each person's application and interview, the Committee is recommending that the City Council award the following scholarships:

Brilynn Martin	$5,000
Natalie Stark	$1,500
Kenneth Roman	$1,500
Liam Gallego	$1,000
Jose Ramirez	$1,000

BUDGET IMPACT

Funds in the amount of $10,000 are included in the adopted FY 25-26 budget for this purpose (Account No. 11-6761-106132).

April 28, 2026
NEW BUSINESS
Item No. 5A.

City Council Agenda Report

RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND APPROVAL OF A CONTRACT WITH ONYX PAVING COMPANY, INC. FOR THE 2025-2026 ANNUAL SLURRY SEAL PROJECT

PREPARED BY	PRESENTED BY
Aaron Esparza-Almaraz, Assistant Engineer	Aaron Esparza-Almaraz, Assistant Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

RECOMMENDED ACTION

1) Adopt a Resolution approving the plans and specifications for the 2025-2026 Annual Slurry Seal Project; 2) Award a contract to Onyx Paving Company, Inc. in the amount of $488,000; 3) Authorize contingency funds in the amount of $50,000 in the same purchase order; 4) Authorize construction engineering funds in the amount of $60,000; 5) Authorize a purchase order for the Solis Group in the amount of $5,380 for administration of the Community Workforce Agreement (CWA); 6) Authorize contingency funds in the amount of $2,690 for CWA administration; 7) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the contract; and 8) Authorize the City Manager and City Clerk to execute the contract.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

Annual slurry sealing of roads is essential for protecting the infrastructure from environmental stresses like rain, and thus extending its lifespan by providing a protective layer. By sealing small cracks and imperfections, slurry sealing prevents water penetration into underlying layers, averting water damage such as potholes and pavement failures, which can be expensive to repair. Slurry sealing restores the road surface, smoothing out imperfections and enhancing driving conditions. This proactive maintenance approach proves cost-effective compared to permitting roads to deteriorate to the extent of necessitating extensive repairs or reconstruction. Annual slurry sealing is crucial for preserving road quality, ensuring safe transportation, and minimizing long-term maintenance costs.

The 2025-2026 Annual Slurry Seal Project will include the slurry seal of existing residential streets, replacing traffic striping, replacing curb and gutter, replacing sidewalk, replacing cross gutters, replacing oversize parkway trees, fog seal, and repaving curved roads (knuckled road & cul-de-sac). Work limits include Colombia Drive, Argentina Circle, Guiana Circle, Nicaragua Circle, Brazil Drive, Valley View Frontage Street, Bolivia Drive, Rio Way, Trinidad Way, Honduras Way, Panama Drive, Equador Way, Guatemala Way, Chile Circle, Peru Circle, Mexico Way, Puerto Rico Drive, Paraguay Drive, Cuba Circle, and Jamaica Circle.

The project was first advertised for competitive bids on March 30, 2026, and two (2) bids were received and publicly opened on April 16, 2026. Bid amounts ranged from $488,000 to $547,875. The engineer's estimate for this project was approximately $635,000. The lowest, responsive and responsible bid was submitted by Onyx Paving Company, Inc., of Yorba Linda, California, in the amount of $488,000. Onyx Paving Company, Inc. possesses the required contractor's license to complete the project and has successfully completed similar projects for the cities of Diamond Bar, Downey, West Covina, and Temple City. They have also previously completed projects for the City of Buena Park.

Staff recommends awarding a contract to Onyx Paving Company, Inc. in the amount of $488,000, approving contingency funds in the amount of $50,000 construction engineering funds in the amount of $60,000, and CWA services in the amount of $8,070, for a total project amount of $606,070.

BUDGET IMPACT

Total project costs are shown below with the following breakdown:

Construction Contract:	$ 488,000
Construction Contingency:	$ 50,000
Construction Engineering:	$ 60,000
CWA Administration Services:	$ 5,380
CWA Contingency:	$ 2,690
Total Project Cost:	**$ 606,070**

The project is included in the City's FY2025-2026 Capital Improvement Program (CIP) and is funded through Road Maintenance and Rehabilitation Account (RMRA) Fund (Account No. 24-9806-590010).

Attachments

Att. 1 of 4 - Resolution - Slurry2526.pdf
Att. 2 of 4 - Bid Result & Summary.pdf
Att. 3 of 4 - Contract Docs.pdf
Att. 4 of 4 - CWA Admin Proposal.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK APPROVING PLANS AND SPECIFICATIONS FOR **2025-2026 ANNUAL SLURRY SEAL PROJECT** IN SAID CITY.

WHEREAS, it is the intention of the City of Buena Park to construct certain improvements in the City; and

WHEREAS, the City Engineer has prepared specifications and plans for the construction of certain improvement(s).

NOW, THEREFORE, BE IT RESOLVED that the specifications and plans presented by the City be and are hereby approved as the specifications and plans for:

2025-2026 ANNUAL SLURRY SEAL PROJECT

PASSED AND ADOPTED this 28th day of April 2026, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS

_____
Mayor

ATTEST:

_____
City Clerk

I, Adria M. Vicuña, MMC, City Clerk, hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park held this 28th day of April 2026.

_____
City Clerk

City of Buena Park

BID RESULTS

2025-2026 ANNUAL SLURRY SEAL PROJECT

Project No. 515

Bid No. 2026-06

Bid Opening : April 16 - 3:00 P.M.

	Company Name	Bid Amount
1	ONYX PAVING COMPANY, INC.	$ 488,000.00
2	ALL AMERICAN ASPHALT	$ 547,875.00
3		
4		
5		
6		
7		
8		
9		
10		

2022-2023 ANNUAL PAVEMENT REHABILITATION PROJECT

				ONYX PAVING		ALL-AMERICAN		Engineer's Estimate		Average	
Item No	Approx. Quantity	Unit	Description	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	1	LS	Storm Water Pollution Prevention Plan (SWPP/BMP)	$9,498.00	$9,498.00	$43,000.00	$43,000.00	$6,000.00	$6,000.00	$26,249.00	$26,249.00
2	1	LS	Furnish and Install 2 Construction Information Signs, Preconstruction Signs, and Steel Plates	$8,000.00	$8,000.00	$43,900.00	$43,900.00	$30,000.00	$30,000.00	$25,950.00	$25,950.00
3	438,000	SF	Prepare Road and Install Rubber Polymer Modified Slurry (RPMS) Type I	$0.26	$113,880.00	$0.25	$109,500.00	$0.32	$140,160.00	$0.26	$111,690.00
4	34,600	SF	Cold Mill 2” of the Existing Asphalt Concrete Pavement and Removing Existing Paving Fabric if Encountered	$1.50	$51,900.00	$1.15	$39,790.00	$1.00	$34,600.00	$1.33	$45,845.00
5	34,600	SF	Construct 2” Thick Asphalt Concrete Surface Course, Type III C3 PG 70-10 (1/2” Rock)	$2.22	$76,812.00	$2.25	$77,850.00	$2.50	$86,500.00	$2.24	$77,331.00
6	208,000	SF	Prepare Road and Install Fog Seal, Type SS-1	$0.04	$8,320.00	$0.16	$33,280.00	$0.20	$41,600.00	$0.10	$20,800.00
7	4	EA	Adjust Utility Cover to Match Grade per City of Buena Park Standard Plan 518	$2,000.00	$8,000.00	$2,095.00	$8,380.00	$1,450.00	$5,800.00	$2,047.50	$8,190.00
8	330	LF	Remove and Replace Concrete Curb and Gutter per City STD Plan 204 to Match Existing	$99.00	$32,670.00	$79.00	$26,070.00	$115.00	$37,950.00	$89.00	$29,370.00
9	540	LF	Remove Existing and Construct 4” Thick PCC sidewalk per City of Buena Park Standard Plan 208	$88.00	$47,520.00	$47.00	$25,380.00	$60.00	$32,400.00	$67.50	$36,450.00
10	4	EA	Remove Existing and Construct Concrete Cross Gutter per City of Buena Park Standard Plan 105. Adjust to Grade as Needed During Construction. Match Existing Flow Line/Provide Continuous Flow Line	$25,000.00	$100,000.00	$24,420.00	$97,680.00	$48,000.00	$192,000.00	$24,710.00	$98,840.00
11	50	CY	Optional - Over Excavation (Unsuitable Area) Install Asphalt Concrete Base Course, and/or Asphalt Leveling Course Type III C3 PG 70-10 (1/2” Rock)	$360.00	$18,000.00	$615.00	$30,750.00	$385.00	$19,250.00	$487.50	$24,375.00
12	5	EA	Remove existing tree and restore parkway, as needed	$2,150.00	$10,750.00	$2,095.00	$10,475.00	$1,500.00	$7,500.00	$2,122.50	$10,612.50
13	1	LS	Optional - Retain arborist to evaluate tree health	$2,650.00	$2,650.00	$2,620.00	$2,620.00	$1,500.00	$1,500.00	$2,635.00	$2,635.00
			TOTAL =		**$488,000.00**		**$548,675.00**		**$635,260.00**		**$518,337.50**

CONTRACT

CONTRACT

CITY OF BUENA PARK CONTRACT FOR

2025-2026 ANNUAL SLURRY SEAL PROJECT
"Project"

Project Number: 515
Bid Number: 2026-06

This CONTRACT ("Contract") is made and entered this 28th day of April, 2026 ("Effective Date"), by and between the CITY OF BUENA PARK, a California municipal corporation ("City") and ONYX PAVING COMPANY, INC., a Stock Corporation ("Contractor"). Contractor's California State Contractor's license number is #630360. The Contractor and the City are sometimes referred to herein collectively as the "Parties" and singularly as "Party."

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. Contract Documents. The Contract Documents consist of the following, each of which are attached hereto and incorporated herein by this reference:

A. This Contract;
B. The Notice Inviting Bids for the above-referenced project ("Project"), dated March 30, 2026;
C. The Instructions to Bidders for the Project, dated _____;
D. Contractor's Bid for the Project, dated April 16, 2026 (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award);
E. The Contractor's Bonds for the Bid and the Project;
F. The final working drawings, plans, and specifications for the Project as approved by the City, and dated April 28, 2026 ("Plans and Specifications").
G. The City of Buena Park's Standard Specifications for Public Works Projects, Latest Edition;
H. The City of Buena Park's Special Provisions for Public Works Projects, Latest Edition;
I. Any and all permits from regulatory agencies with jurisdiction issued for the Project; and
J. Any addenda or change orders for the Project approved by the City subsequent to the Effective Date of this Contract.

2. Scope of Services. Contractor shall perform all Work necessary to complete, in a good and workmanlike manner, a public works project identified in the title of this Contract above (the "Project"), as such Project and the Work to be performed by Contractor is further are described in the Contract Documents.

3. Compensation. In consideration for Contractor's performance of the Work required to complete the Project hereunder, City shall pay Contractor a total *NOT-TO-EXCEED* amount of four hundred eighty-eight thousand dollars ($488,000.00) in accordance with the prices as submitted in the Bid ("Compensation"). The Compensation shall be the total and complete such payable by the City for any and all costs, direct or indirect, of the Contractor for provision of the Work and completion of the Project, including but not limited to general and supplementary conditions, performance and payment bonds, Contractor fee for construction, and Contractor overhead and profit, and any other items of costs, accounting, or expense relating to or arising therefrom. Compensation shall under no circumstances be increased except via a formal change order approved by the City; and only if such overruns result of additional scope from the City, as opposed to price overruns, delays, errors, or omissions.

4. Term of Contract: The Contractor agrees to complete the work to City's satisfaction within **THIRTY (30) WORKING DAYS** from the date of written notice to proceed. The Contractor further agrees to the assessment of liquidated damages in the amount of **FIVE HUNDRED DOLLARS ($500)** for each calendar day the work remains incomplete beyond the expiration of the completion date. The City may deduct the amount thereof from any monies due or that may become due the Contractor under this Contract.

5. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by this reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).

6. Insurance: The Contractor shall not commence work under this Contract until it has obtained all insurance required hereunder in a company or companies acceptable to City nor shall the Contractor allow any subcontractor to commence work on a subcontract until all insurance required of its subcontractor has been obtained. The Contractor shall take out and maintain at all times during the life of this contract the following policies of insurance:

A. Compensation Insurance.

1. Before beginning work, the Contractor shall furnish to the City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom the Contractor may employ directly or through subcontractors in carrying out the work specified herein, in accordance with the laws of the State of California. Such insurance shall be maintained in full force and effect during the period covered by this Contract. Further such policy of insurance shall provide that the insurer waives all rights of subrogation against City and its elected officials, officers, employees, volunteers, and agents.

2. In accordance with the provisions of Section 3700 of the California Labor Code, every Contractor shall secure the payment of compensation to his employees. Contractor, prior to commencing work, shall sign and file with the City, a certification as follows:

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

B. General Insurance Requirements

1. Types of Coverage. Contractor shall maintain the following insurance coverage throughout the term of this Contract, and upon request Contractor shall show City evidence of such coverage, which may include visual inspection of all policies, copies of declarations page, endorsements signed by an authorized representative of the underwriting company, or certificates of insurance. Insurance coverage shall be provided in the following form:

   a. Insurance Services Office Commercial General Liability coverage occurrence form number CG 00 01 11 85 or 88.

   b. Automobile Liability insurance with coverage at least as broad as Insurance Services Office Form Number CA 0001 06 92 covering “Any Auto” (Symbol 1).

   c. Workers Compensation insurance as required by the State of California and Employer's Liability insurance.

2. Minimum Limits of Insurance. Contractor shall maintain insurance coverage limits no less than:

   a. General Liability: $2,000,000 per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit, and shall contain specified language creating a duty to defend against any suit seeking damages.

   b. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

   c. Employer's Liability: $1,000,000 per accident for bodily injury or disease.

C. Deductibles and Self-Insured Retentions. Any deductibles and/or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, elected officials, employees, agents, and volunteers; or, the Contractor shall provide a financial guarantee satisfactory to the City, guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions. The Contractor and City further agree as follows:

1. All insurance coverage and limits provided pursuant to this Contract shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Contract or any other agreement relating to the City or its operations limits the application of such insurance coverage. Nothing contained in this Section is to be construed as affecting or altering the legal status of the parties to this Contract.

2. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any party to be all inclusive, or to the exclusion of other coverage, or a waiver of any

type.

3. For any claims related to this Project, the Contractor's insurance coverage shall be primary to any other similar insurance. Any insurance or self-insurance maintained by the City, its officers, employees or volunteers, shall be excess of the Contractor's insurance and shall not contribute with it.

4. The City, its officers, elected officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.

5. For purposes of insurance coverage only, this Contract will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards, performance of this Contract.

6. All general or auto liability insurance coverage provided pursuant to this Contract, or any other agreements pertaining to the performance of this Contract, shall not prohibit Contractor, and Contractor's employees, or agents, from waiving the right of subrogation prior to a loss. Contractor waives its right of subrogation against City.

7. In the event any policy of insurance required under this Contract does not comply with these requirements or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor.

8. Contractor shall provide proof that policies of insurance required herein expiring during the term of this Contract have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished within 72 hours of the expiration of the coverages.

9. Any actual or alleged failure on the part of City or any other additional insured under these requirements to obtain proof of insurance required under this Contract in no way waives any right or remedy of City or any additional insured, in this or any other regard.

10. All insurance coverage shall contain a provision that prohibits cancellation, modification or lapse without thirty (30) days' prior written notice from insurer to the City. Contractor agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

11 All insurance coverage shall include a severability of interests clause substantially similar to the following: "The insurance afforded by this policy applies separately to each insured against whom a claim or suit is made or suit is brought, except with respect to the limit of the insurer's liability."

12. All insurance coverage shall contain a clause substantially in the following words:

"It is hereby understood and agreed that this policy shall not be canceled nor materially changed except upon thirty (30) days' prior written notice to the City of Buena Park of such cancellation or material change as evidence by a return receipt for a registered letter."

13. All insurance coverage shall cover the operations of the Contractor pursuant to the terms of this Contract.

14. Contractor agrees to provide immediate notice to City of any claim or loss against Contractor that includes City as a defendant. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.

15. In the event of any loss that is not insured due to the failure of Contractor to comply with these requirements, Contractor agrees to be personally responsible for any and all losses, claims, suits, damages, defense obligations and liability of any kind attributed to City, or City's employees, or any of the additional insureds as a result of such failure.

16. Coverage will not be limited to the specific location or individual or entity designated as the address of the Project.

17. Contractor agrees not to attempt to avoid its defense and indemnity obligations to City and its employees, agents, officials and servants by using as a defense Contractor's statutory immunity under workers' compensation and similar statutes.

18. Contractor agrees to require all parties or subcontractors, including architects or others, with which it enters into contracts or hires pursuant to or related in any way with the performance of this Contract, to provide insurance covering the operations contracted for and naming as additional insureds all parties to this Contract. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided as required here. Contractor agrees that no contract, standard form or otherwise, used by any party in any way connected with this Contract, or contracts Contractor enters into on behalf of City, will reserve the right to charge back to City the cost of insurance required by this or any other agreement.

E. Acceptability of Insurers. Coverage shall be written by insurers with a current A.M. Best's rating of no less than "A:VIII," and be admitted to conduct business in the State of California by the Department of Insurance.

F. Verification of Coverage. Contractor shall furnish the City with evidence of the insurance required by this Section, satisfactory to City, consisting of original certificates of insurance and amendatory endorsements, and an additional insured endorsement at least as broad as Insurance Services Office form CG 20 10 11 85. The endorsements should be on forms provided by the City or on other than the City's forms or a separate owner's policy, provided those forms or policies are approved by the City, and amended to conform to the City's requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time. Contractor agrees to provide complete certified copies of policies to City within 10 days of City's request for said copies.

G. Subcontractors. Contractor shall include all subcontractors or any other party involved in the Project by Contractor as insured under its policies or shall require subcontractors or any other party involved in the Project by Contractor to carry the same insurance as required herein. Contractor agrees to obtain certificates evidencing such coverage and make reasonable efforts to ensure that such coverage is provided as required here. Contractor agrees to require that no contract used by any subcontractor, or contracts Contractor enters into on behalf of City, will reserve the right to charge back to City the cost of insurance required by this Contract. Contractor agrees that upon request, all agreements with subcontractors or others with whom Contractor contracts with on behalf of City and all certificates of insurance obtained in compliance with this paragraph will be submitted to City or review. Failure of City to request copies of such documents will not impose and liability on City, or its employees.

7. Indemnitifcation.

A. Contractor and City agree that City, its employees, officers, agents and elected officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys fees, litigation costs, defense costs, court costs or any other cost arising out of or in any way related to the performance of this Contract. Contractor acknowledges that CITY would not have entered into this Contract in the absence of the commitment of Contractor to indemnify and protect City as set forth here.

B. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold harmless City, its elected officials, employees, agents, volunteers and officers ("Indemnitees"), from any and all liabilities, claims, suits, actions, arbitration proceedings, administrative proceedings, stop notices, regulatory proceedings, losses, expenses or costs of any kind, actual attorneys fees incurred by City, court costs, interest, defense costs including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of, arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part to the Contractor's performance of this Contract. All obligations under this provision are to be paid by Contractor as they are incurred by the City.

C. Without affecting the rights of City under any provision of this Contract or this section, Contractor shall not be required to indemnify and hold harmless City as set forth above for liability attributable to the sole fault of City, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction. This exception will apply only in instances where the City is shown to have been solely at fault and not in instances where Contractor is solely or partially at fault or in instances where City 's fault accounts for only a percentage of the liability involved. In those instances, the obligation of Contractor will be all-inclusive and City will be indemnified for all liability incurred, even though a percentage of the liability is attributable to the conduct of the City.

D. Contractor acknowledges that its obligation pursuant to this section extends to liability attributable to City, if that liability is other than the sole fault of City. Contractor has no obligation under this Contract for liability proven in a court of competent jurisdiction or by written agreement between the parties to be the sole fault of City.

E. The obligations of Contractor under this or any other provision of this Contract will not

be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to the Indemnitees. The Contractor's indemnity obligation set forth in this section shall not be limited by the limits of any policies of insurance required or provided by the Contractor pursuant to this Contract.

8. Antitrust Claims. In entering into this Contract, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Business and Professions Code Section 16700 *et seq*.) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further acknowledgment by the parties.

9. Prevailing Wages. City and Contractor acknowledge that the Project is a public work to which prevailing wages apply.

10. Community Workforce Agreement. The City and contractor acknowledge that the project is covered by a Community Workforce Agreement between the City and the Los Angeles/Orange Counties Building and Construction Trades Council and the Signatory Craft Councils and Local Unions (the "CWA"). Contractor agrees to abide by the terms and conditions of the CWA.

11. Titles. The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Contract or any part of it.

12. Authority. Any person executing this Contract on behalf of Contractor warrants and represents that he or she has the power and authority to execute this Contract on behalf of Contractor and has the power and authority to bind Contractor to the performance of its obligations hereunder.

13. Entire Agreement; Modification. This Contract, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between City and Contractor. Each Party to this Contract acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which are not embodied herein. This Contract supersedes all prior oral or written negotiations, representations or agreements. This Contract may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Contract.

14. Exhibits; Precedence. All documents referenced as exhibits in this Contract are hereby incorporated into this Contract by this reference. In the event of any inconsistency between the express provisions of this Contract and any provision of an exhibit, the provisions of this Contract, then the City's invitation for bids, if any, shall prevail.

15. Counterparts. This Contract may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed the Contract the day and year first above written.

CITY OF BUENA PARK

By: _____
City Manager

ATTEST:

By: _____
City Clerk

Dated: _____
(City Clerk)

APPROVED AS TO FORM:

By: _____
City Attorney

_____
("CONTRACTOR")

By: _____

By: _____

The Solís Group
Serving our communities since 1992

Headquarters
3452 E Foothill Blvd / Suite 200
Pasadena, CA 91107 USA

P 626 685 6989
F 626 685 6985

April 16, 2026

Aaron Esparza-Almaraz
Assistant Engineer
City of Buena Park
6650 Beach Boulevard
Buena Park, CA 90621

Re: Proposal for CWA Administration Services for the
2025 - 2026 Annual Slurry Seal Project

Dear Aaron,

The Solís Group (TSG) is pleased to submit this cost proposal to provide CWA administration services required for the above referenced project. The work scope for this assignment is based on our proposal dated June 3, 2022. Our cost proposal based on information provided by the City is summarized below.

Project Description	Construction Value	Estimated Duration (including 2 month closeout)	Monthly Fee	Life of Project Cost Estimate
2025 - 2026 Annual Slurry Seal	$ 635,000	4 Months	$ 1,345	$ 5,380
			TOTAL COST	**$ 5,380**

If actual construction (including punch list) and closeout extends beyond the planned duration, we will examine the need for additional budget.

We appreciate the opportunity to serve the City. If you have any questions regarding this cost proposal, please contact the undersigned. Please send Notice-to-Proceed to Sabrina Cristi, Accounting Assistant, at scristi@thesolisgroup.com.

Sincerely,

Gonzalo Armijos
Vice President of Business Development

April 28, 2026
NEW BUSINESS
Item No. 5B.

City Council Agenda Report

RESOLUTION APPROVING PLANS, SPECIFICATIONS, AND APPROVAL OF CONTRACT WITH HARDY & HARPER, INC. FOR THE 2025-2026 ANNUAL PAVEMENT REHABILITATION PROJECT

PREPARED BY	PRESENTED BY
Hysun Lee, Associate Engineer	Hysun Lee, Associate Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

RECOMMENDED ACTION

1) Adopt a Resolution approving the plans and specifications for the 2025-2026 Annual Pavement Rehabilitation Project; 2) Award a contract to Hardy & Harper, Inc. in the amount of $1,809,000; 3) Authorize contingency funds in the amount of $200,000 in the same purchase order; 4) Authorize construction engineering in the amount of $100,000; 5) Authorize a purchase order for the Solis Group in the amount of $6,000 for administration of the Community Workforce Agreement (CWA); 6) Authorize contingency funds in the amount of $2,000 for the CWA administration; 7) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the contract; 8) Authorize the City Manager and City Clerk to execute the contract; and, 9) Approve a budget amendment in the amount of $617,000 from the undesignated RMRA Fund balance to the Annual Pavement Rehabilitation account.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

Cities undertake annual pavement rehabilitation projects to ensure the safety, functionality and longevity of road infrastructure. These projects address issues such as cracks, potholes, and surface wear, preventing them from worsening and reducing the need for costly emergency repairs. Well-maintained roads contribute to better roadway conditions, for motorists, cyclists, and pedestrians. Additionally, roads enhance public satisfaction, improve the overall quality of life for residents, and boost the reputation of a city.

The 2025-2026 Annual Pavement Rehabilitation Project will include removing and replacing street pavement, sidewalks, curbs and gutters, cross gutters, and striping, in the area near Knott Avenue and Thelma Avenue, Whitman Drive, and 8th Street between Knott Avenue and Western Avenue. Work limits include: Victoria Circle, Coronet Circle, Savoy Circle; cul-de-sac of Rostrata Avenue south of 8th Street; Gramercy Street between 8th Street and 9th Street; Whitman Drive; Orangethorpe Frontage road between Sandburg Drive and Whitman Drive; Whitman Circle; Holder Street from La Cienega Drive to just before 91 Freeway; Thelma Avenue, Berry Avenue, Naomi Avenue, Houston Street, Silver Street, Navajo Drive, Mohican Drive, Cherokee Circle, Chippewa Circle, Blackhawk Circle, Apache Drive, Comanche Drive, Shoshonee Way, Iroquois Drive, and Mohawk Circle. Additionally, Gramercy Street between Hidalgo Street and Yucca Street, Rostrata Venue south of 9th Street, Sandburg Drive, Clark Way, San Diego Drive north of San Marino Drive, and Holder Street between San Diego Drive and San Heron Circle will also be a part of this project to receive concrete curb, cross gutter, or driveway approach rehabilitation.

The project was advertised for competitive bids on March 26, 2026. Six (6) bids were received and publicly opened on April 16, 2026. Bid amounts ranged from $1,809,000 to $2,195,696. The engineer's estimate is approximately $2.6 million. The lowest, responsible bid was determined to have been submitted by Hardy & Harper of Lake Forest, CA, in the amount of $1,809,000. This contractor possesses the required license and has completed similar projects for other cities such as Adelanto, Cathedral City, Highland, Eastvale, and Indian Wells. They have also successfully completed several City of Buena Park projects as well. Staff recommends awarding the contract to Hardy & Harper in the amount of $1,809,000, approving contingency funds in the amount of $200,000, and authorizing construction engineering funds in the amount of $100,000. Construction is scheduled to begin in May 2026 and be completed in June 2026.

City attorney has reviewed and approved the proposed contact.

BUDGET IMPACT

Total cost for the project is in the amount of $2,117,000

- Construction Contract: $1,809,000
- Construction Contingency: $200,000
- Construction Engineering: $100,000
- CWA Administration: $6,000
- CWA Administration Contingency: $2,000

This project is budgeted in the FY 2025-2026 CIP and is funded by the Road Maintenance and Rehabilitation Account (RMRA) Fund within the Annual Pavement Rehabilitation budget (Account No. 24-9806-590004). The original budget allocation for this project was $1,500,000. However, based on the total project cost, an additional appropriation of $617,000 from undesignated RMRA Fund balance to the project account is required to fully fund and complete the project.

Attachments

Att 1 of 6 - Resolution.pdf
Att 2 of 6 - Location Map.pdf
Att 3 of 6 - Bid Results.pdf
Att 4 of 6 - Bid Summary.pdf
Att 5 of 6 - Contract.pdf
Att 6 of 6 - CWA Proposal.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA APPROVING SPECIFICATIONS FOR **2025-2026 ANNUAL PAVEMENT REHABILITATION PROJECT** IN SAID CITY.

WHEREAS, it is the intention of the City of Buena Park to construct certain improvements in the City; and

WHEREAS, the City Engineer has prepared specifications and plans for the construction of certain improvement(s).

NOW, THEREFORE, BE IT RESOLVED that the specifications and plans presented by the City be and are hearby approved as the specifications and plans for:

2025-2026 ANNUAL PAVEMENT REHABILITATION PROJECT

PASSED AND ADOPTED this 28TH day of April 2026 by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

_____
Mayor

ATTEST:

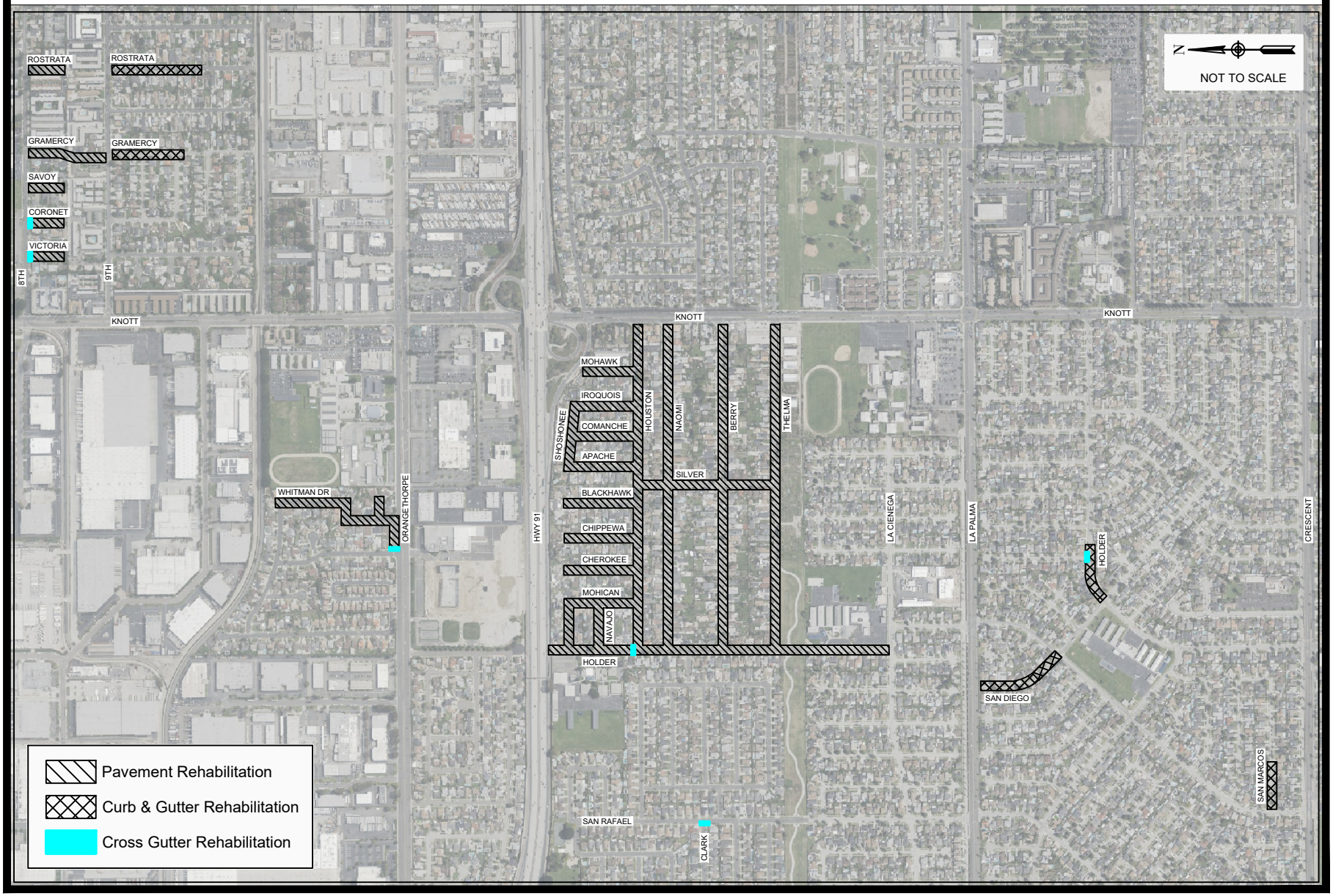
_____
City Clerk

I, Adria M. Vicuña, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this 28th day of April 2026.

_____
City Clerk

LOCATION MAP

2025-2026 ANNUAL PAVEMENT REHABILITATION PROJECT



City of Buena Park

BID RESULTS

25-26 ANNUAL PAVEMENT REHABILITATION PROJECT

Project No. # 519

Bid No. # 2026-12

Bid Opening : Thursday, April 16 - 2:00 P.M.

	Company Name		Bid Amount
1	Hardy & Harper, Inc.	$	1,809,000.00
2	Onyx Paving Company, Inc.	$	1,867,000.00
3	Toro Enterprises, Inc.	$	1,987,574.00
4	R. J. Noble Company	$	2,095,885.00
5	All American Asphalt	$	2,169,499.00
6	Palp, Inc. dba Excel Paving	$	2,195,696.00

25-26 ANNUAL PAVEMENT REHABILITATION PROJECT
Project No. 519 - Bid No. 2026-12

BASE BID ITEM

Item No	Approx. Quantity	Unit	Description	Engineer's Estimate		Hardy & Harper		Onyx Paving		Toro Enterprises	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	1	LS	Storm Water Pollution Prevention Plan (SWPPP/BMP)	$20,000.00	$20,000.00	$41,700.00	$41,700.00	$10,000.00	$10,000.00	$8,690.00	$8,690.00
2	1	LS	Traffic control including computerized message signs, construction information signs, and steel plates	$35,000.00	$35,000.00	$108,478.00	$108,478.00	$103,194.00	$103,194.00	$170,000.00	$170,000.00
3	537,700	SF	Cold Mill and Remove 2-inch of Existing AC Pavement	$0.66	$354,882.00	$0.26	$139,802.00	$0.38	$204,326.00	$0.33	$177,441.00
4	6,600	TONS	Construct 2-inch thick asphalt concrete surface course, type III C3 PG 70-10 (1/2" rock) with aramid fiber reinforcement	$143.00	$943,800.00	$128.00	$844,800.00	$138.00	$910,800.00	$135.83	$896,478.00
5	230,500	SF	Prepare road and install rubber polymer modified slurry (RPMS) Type I	$0.66	$152,130.00	$0.28	$64,540.00	$0.36	$82,980.00	$0.20	$46,100.00
6	300	TONS	Optional - Asphalt Concrete Leveling course type D2 Mix (Dense fine) PG 64-10	$137.50	$41,250.00	$154.00	$46,200.00	$175.00	$52,500.00	$184.45	$55,335.00
7	200	CY	Optional - Over Excavation (Unsuitable Area)	$165.00	$33,000.00	$95.00	$19,000.00	$140.00	$28,000.00	$212.60	$42,520.00
8	20	EA	Adjust Water Valve and Cover to Grade per City Std. 518	$1,100.00	$22,000.00	$1,030.00	$20,600.00	$700.00	$14,000.00	$1,195.00	$23,900.00
9	13	EA	Remove and Install a New Composite Frame & Cover to grade per City Standard No. 505 & Specification Section 500.	$3,300.00	$42,900.00	$2,900.00	$37,700.00	$1,900.00	$24,700.00	$2,790.00	$36,270.00
10	25	EA	Adjust Existing City Sewer Manhole Frame and Cover to grade	$1,100.00	$27,500.00	$1,030.00	$25,750.00	$1,000.00	$25,000.00	$1,425.00	$35,625.00
11	5	EA	Adjust Existing City sewer clean out to grade	$1,100.00	$5,500.00	$1,030.00	$5,150.00	$700.00	$3,500.00	$1,190.00	$5,950.00
12	10	EA	Reset Benchmark/Survey Monument	$2,200.00	$22,000.00	$910.00	$9,100.00	$905.00	$9,050.00	$900.00	$9,000.00
13	6,000	SF	Remove existing and construct 4-inch thick PCC sidewalk per City of Buena Park Standard Plan 208	$19.25	$115,500.00	$10.40	$62,400.00	$12.00	$72,000.00	$11.20	$67,200.00
14	1,900	LF	Remove existing and construct curb and gutter per City of Buena Park Standard Plan 202	$110.00	$209,000.00	$89.00	$169,100.00	$65.00	$123,500.00	$70.00	$133,000.00
15	1,800	SF	Remove existing and construct driveway approach panel per City of Buena Park Standard Plan 209	$110.00	$198,000.00	$13.00	$23,400.00	$16.00	$28,800.00	$20.45	$36,810.00
16	6	EA	Remove existing and construct concrete cross gutter per City of Buena Park Standard Plan 105. Adjust to grade as needed during construction. Match existing flow line/provide continuous flow line	$33,000.00	$198,000.00	$19,000.00	$114,000.00	$16,000.00	$96,000.00	$21,000.00	$126,000.00
17	20	EA	Remove existing tree and restore parkway	$7,700.00	$154,000.00	$1,550.00	$31,000.00	$1,600.00	$32,000.00	$2,160.00	$43,200.00
18	1	LS	Optional - Retain arborist to evaluate tree health	$11,000.00	$11,000.00	$2,600.00	$2,600.00	$2,650.00	$2,650.00	$2,600.00	$2,600.00
19	1	LS	Install traffic striping, markers, and markings	$11,000.00	$11,000.00	$43,680.00	$43,680.00	$44,000.00	$44,000.00	$71,455.00	$71,455.00
			BID AMOUNT		**$2,596,462.00**		**$1,809,000.00**		**$1,867,000.00**		**$1,987,574.00**

25-26 ANNUAL PAVEMENT REHABILITATION PROJECT
Project No. 519 - Bid No. 2026-12

BASE BID ITEM				All American Asphalt		RJ Noble		Excel Paving		Average	
Item No	Approx. Quantity	Unit	Description	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	1	LS	Storm Water Pollution Prevention Plan (SWPPP/BMP)	$5,000.00	$5,000.00	$10,000.00	$10,000.00	$14,000.00	$14,000.00	$14,898.33	$14,898.33
2	1	LS	Traffic control including computerized message signs, construction information signs, and steel plates	$134,716.00	$134,716.00	$138,000.00	$138,000.00	$234,000.00	$234,000.00	$148,064.67	$148,064.67
3	537,700	SF	Cold Mill and Remove 2-inch of Existing AC Pavement	$0.44	$236,588.00	$0.30	$161,310.00	$0.38	$204,326.00	$0.35	$187,298.83
4	6,600	TONS	Construct 2-inch thick asphalt concrete surface course, type III C3 PG 70-10 (1/2" rock) with aramid fiber reinforcement	$149.00	$983,400.00	$144.00	$950,400.00	$129.00	$851,400.00	$137.31	$906,213.00
5	230,500	SF	Prepare road and install rubber polymer modified slurry (RPMS) Type I	$0.39	$89,895.00	$0.35	$80,675.00	$0.34	$78,370.00	$0.32	$73,760.00
6	300	TONS	Optional - Asphalt Concrete Leveling course type D2 Mix (Dense fine) PG 64-10	$116.00	$34,800.00	$115.00	$34,500.00	$136.00	$40,800.00	$146.74	$44,022.50
7	200	CY	Optional - Over Excavation (Unsuitable Area)	$360.00	$72,000.00	$200.00	$40,000.00	$250.00	$50,000.00	$209.60	$41,920.00
8	20	EA	Adjust Water Valve and Cover to Grade per City Std. 518	$1,200.00	$24,000.00	$1,450.00	$29,000.00	$1,300.00	$26,000.00	$1,145.83	$22,916.67
9	13	EA	Remove and Install a New Composite Frame & Cover to grade per City Standard No. 505 & Specification Section 500.	$2,200.00	$28,600.00	$2,500.00	$32,500.00	$2,300.00	$29,900.00	$2,431.67	$31,611.67
10	25	EA	Adjust Existing City Sewer Manhole Frame and Cover to grade	$1,900.00	$47,500.00	$1,250.00	$31,250.00	$1,900.00	$47,500.00	$1,417.50	$35,437.50
11	5	EA	Adjust Existing City sewer clean out to grade	$1,200.00	$6,000.00	$1,250.00	$6,250.00	$1,900.00	$9,500.00	$1,211.67	$6,058.33
12	10	EA	Reset Benchmark/Survey Monument	$850.00	$8,500.00	$1,000.00	$10,000.00	$850.00	$8,500.00	$902.50	$9,025.00
13	6,000	SF	Remove existing and construct 4-inch thick PCC sidewalk per City of Buena Park Standard Plan 208	$12.00	$72,000.00	$12.00	$72,000.00	$22.00	$132,000.00	$13.27	$79,600.00
14	1,900	LF	Remove existing and construct curb and gutter per City of Buena Park Standard Plan 202	$80.00	$152,000.00	$82.00	$155,800.00	$95.00	$180,500.00	$80.17	$152,316.67
15	1,800	SF	Remove existing and construct driveway approach panel per City of Buena Park Standard Plan 209	$18.00	$32,400.00	$24.00	$43,200.00	$23.00	$41,400.00	$19.08	$34,335.00
16	6	EA	Remove existing and construct concrete cross gutter per City of Buena Park Standard Plan 105. Adjust to grade as needed during construction. Match existing flow line/provide continuous flow line	$27,800.00	$166,800.00	$36,000.00	$216,000.00	$28,000.00	$168,000.00	$24,633.33	$147,800.00
17	20	EA	Remove existing tree and restore parkway	$1,490.00	$29,800.00	$1,500.00	$30,000.00	$1,700.00	$34,000.00	$1,666.67	$33,333.33
18	1	LS	Optional - Retain arborist to evaluate tree health	$2,500.00	$2,500.00	$2,000.00	$2,000.00	$2,500.00	$2,500.00	$2,475.00	$2,475.00
19	1	LS	Install traffic striping, markers, and markings	$43,000.00	$43,000.00	$53,000.00	$53,000.00	$43,000.00	$43,000.00	$49,689.17	$49,689.17
			BID AMOUNT		**$2,169,499.00**		**$2,095,885.00**		**$2,195,696.00**		**$2,020,775.67**

CONTRACT

CONTRACT

CITY OF BUENA PARK CONTRACT FOR

25-26 ANNUAL PAVEMENT REHABILITATION
"Project"

Project Number: 519
Bid Number: 2026-12

This CONTRACT ("Contract") is made and entered this 28th day of April, 2026 ("Effective Date"), by and between the CITY OF BUENA PARK, a California municipal corporation ("City") and Hardy & Harper, Inc., a California Corporation ("Contractor"). Contractor's California State Contractor's license number is 215952. The Contractor and the City are sometimes referred to herein collectively as the "Parties" and singularly as "Party."

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. Contract Documents. The Contract Documents consist of the following, each of which are attached hereto and incorporated herein by this reference:

A. This Contract;
B. The Notice Inviting Bids for the above-referenced project ("Project"), dated March 26, 2026;
C. The Instructions to Bidders for the Project, dated March 27, 2026;
D. Contractor's Bid for the Project, dated April 16, 2026 (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award);
E. The Contractor's Bonds for the Bid and the Project;
F. The final working drawings, plans, and specifications for the Project as approved by the City, and dated March 2026 ("Plans and Specifications").
G. The City's Standard Specifications for Public Works Projects, Latest Edition;
H. The City's Special Provisions for Public Works Projects, Latest Edition;
I. Any and all permits from regulatory agencies with jurisdiction issued for the Project; and
J. Any addenda or change orders for the Project approved by the City subsequent to the Effective Date of this Contract.

2. Scope of Services. Contractor shall perform all Work necessary to complete, in a good and workmanlike manner, a public works project identified in the title of this Contract above (the "Project"), as such Project and the Work to be performed by Contractor is further are described in the Contract Documents.

3. Compensation. In consideration for Contractor's performance of the Work required to complete the Project hereunder, City shall pay Contractor a total *NOT-TO-EXCEED* amount of **ONE MILLION EIGHT HUNDRED AND NINE THOUSAND dollars ($1,809,000.00)** in accordance with the prices as submitted in the Bid ("Compensation"). The Compensation shall be the total and complete such payable by the City for any and all costs, direct or indirect, of the

Contractor for provision of the Work and completion of the Project, including but not limited to general and supplementary conditions, performance and payment bonds, Contractor fee for construction, and Contractor overhead and profit, and any other items of costs, accounting, or expense relating to or arising therefrom. Compensation shall under no circumstances be increased except via a formal change order approved by the City; and only if such overruns result of additional scope from the City, as opposed to price overruns, delays, errors, or omissions.

4. Term of Contract: The Contractor agrees to complete the work to City's satisfaction within **THIRTY (30) WORKING DAYS** from the date of written notice to proceed. The Contractor further agrees to the assessment of liquidated damages in the amount of **FIVE HUNDRED DOLLARS ($500)** for each calendar day the work remains incomplete beyond the expiration of the completion date. The City may deduct the amount thereof from any monies due or that may become due the Contractor under this Contract.

5. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by this reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).

6. Insurance: The Contractor shall not commence work under this Contract until it has obtained all insurance required hereunder in a company or companies acceptable to City nor shall the Contractor allow any subcontractor to commence work on a subcontract until all insurance required of its subcontractor has been obtained. The Contractor shall take out and maintain at all times during the life of this contract the following policies of insurance:

A. Compensation Insurance.

1. Before beginning work, the Contractor shall furnish to the City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom the Contractor may employ directly or through subcontractors in carrying out the work specified herein, in accordance with the laws of the State of California. Such insurance shall be maintained in full force and effect during the period covered by this Contract. Further such policy of insurance shall provide that the insurer waives all rights of subrogation against City and its elected officials, officers, employees, volunteers, and agents.

2. In accordance with the provisions of Section 3700 of the California Labor Code, every Contractor shall secure the payment of compensation to his employees. Contractor, prior to commencing work, shall sign and file with the City, a certification as follows:

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

B. General Insurance Requirements

1. Types of Coverage. Contractor shall maintain the following insurance coverage throughout the term of this Contract, and upon request Contractor shall show City evidence of such coverage, which may include visual inspection of all policies, copies

of declarations page, endorsements signed by an authorized representative of the underwriting company, or certificates of insurance. Insurance coverage shall be provided in the following form:

a. Insurance Services Office Commercial General Liability coverage occurrence form number CG 00 01 11 85 or 88.

b. Automobile Liability insurance with coverage at least as broad as Insurance Services Office Form Number CA 0001 06 92 covering “Any Auto” (Symbol 1).

c. Workers Compensation insurance as required by the State of California and Employer's Liability insurance.

2. Minimum Limits of Insurance. Contractor shall maintain insurance coverage limits no less than:

a. General Liability: $2,000,000 per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit, and shall contain specified language creating a duty to defend against any suit seeking damages.

b. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

c. Employer's Liability: $1,000,000 per accident for bodily injury or disease.

C. Deductibles and Self-Insured Retentions. Any deductibles and/or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, elected officials, employees, agents, and volunteers; or, the Contractor shall provide a financial guarantee satisfactory to the City, guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions. The Contractor and City further agree as follows:

1. All insurance coverage and limits provided pursuant to this Contract shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Contract or any other agreement relating to the City or its operations limits the application of such insurance coverage. Nothing contained in this Section is to be construed as affecting or altering the legal status of the parties to this Contract.

2. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any party to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

3. For any claims related to this Project, the Contractor's insurance coverage shall be primary to any other similar insurance. Any insurance or self-insurance maintained by the City, its officers, employees or volunteers, shall be excess of the Contractor's insurance and shall not contribute with it.

4. The City, its officers, elected officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.

5. For purposes of insurance coverage only, this Contract will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards, performance of this Contract.

6. All general or auto liability insurance coverage provided pursuant to this Contract, or any other agreements pertaining to the performance of this Contract, shall not prohibit Contractor, and Contractor's employees, or agents, from waiving the right of subrogation prior to a loss. Contractor waives its right of subrogation against City.

7. In the event any policy of insurance required under this Contract does not comply with these requirements or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor.

8. Contractor shall provide proof that policies of insurance required herein expiring during the term of this Contract have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished within 72 hours of the expiration of the coverages.

9. Any actual or alleged failure on the part of City or any other additional insured under these requirements to obtain proof of insurance required under this Contract in no way waives any right or remedy of City or any additional insured, in this or any other regard.

10. All insurance coverage shall contain a provision that prohibits cancellation, modification or lapse without thirty (30) days' prior written notice from insurer to the City. Contractor agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

11 All insurance coverage shall include a severability of interests clause substantially similar to the following: "The insurance afforded by this policy applies separately to each insured against whom a claim or suit is made or suit is brought, except with respect to the limit of the insurer's liability."

12. All insurance coverage shall contain a clause substantially in the following words: *"It is hereby understood and agreed that this policy shall not be canceled nor materially changed except upon thirty (30) days' prior written notice to the City of Buena Park of such cancellation or material change as evidence by a return receipt for a registered letter."*

13. All insurance coverage shall cover the operations of the Contractor pursuant to the terms of this Contract.

14. Contractor agrees to provide immediate notice to City of any claim or loss against Contractor that includes City as a defendant. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.

15. In the event of any loss that is not insured due to the failure of Contractor to comply with these requirements, Contractor agrees to be personally responsible for any and all losses, claims, suits, damages, defense obligations and liability of any kind attributed to City, or City's employees, or any of the additional insureds as a result of such failure.

16. Coverage will not be limited to the specific location or individual or entity designated as the address of the Project.

17. Contractor agrees not to attempt to avoid its defense and indemnity obligations to City and its employees, agents, officials and servants by using as a defense Contractor's statutory immunity under workers' compensation and similar statutes.

18. Contractor agrees to require all parties or subcontractors, including architects or others, with which it enters into contracts or hires pursuant to or related in any way with the performance of this Contract, to provide insurance covering the operations contracted for and naming as additional insureds all parties to this Contract. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided as required here. Contractor agrees that no contract, standard form or otherwise, used by any party in any way connected with this Contract, or contracts Contractor enters into on behalf of City, will reserve the right to charge back to City the cost of insurance required by this or any other agreement.

E. Acceptability of Insurers. Coverage shall be written by insurers with a current A.M. Best's rating of no less than "A:VIII," and be admitted to conduct business in the State of California by the Department of Insurance.

F. Verification of Coverage. Contractor shall furnish the City with evidence of the insurance required by this Section, satisfactory to City, consisting of original certificates of insurance and amendatory endorsements, and an additional insured endorsement at least as broad as Insurance Services Office form CG 20 10 11 85. The endorsements should be on forms provided by the City or on other than the City's forms or a separate owner's policy, provided those forms or policies are approved by the City, and amended to conform to the City's requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time. Contractor agrees to provide complete certified copies of policies to City within 10 days of City's request for said copies.

G. Subcontractors. Contractor shall include all subcontractors or any other party involved in the Project by Contractor as insured under its policies or shall require subcontractors or any other party involved in the Project by Contractor to carry the same insurance as required herein. Contractor agrees to obtain certificates evidencing such coverage and make reasonable efforts to ensure that such coverage is provided as required here. Contractor agrees to require that no contract used by any subcontractor, or contracts Contractor enters into on behalf of City, will reserve the right to charge back to City the

cost of insurance required by this Contract. Contractor agrees that upon request, all agreements with subcontractors or others with whom Contractor contracts with on behalf of City and all certificates of insurance obtained in compliance with this paragraph will be submitted to City or review. Failure of City to request copies of such documents will not impose and liability on City, or its employees.

7. Indemnitifcation.

A. Contractor and City agree that City, its employees, officers, agents and elected officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys fees, litigation costs, defense costs, court costs or any other cost arising out of or in any way related to the performance of this Contract. Contractor acknowledges that CITY would not have entered into this Contract in the absence of the commitment of Contractor to indemnify and protect City as set forth here.

B. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold harmless City, its elected officials, employees, agents, volunteers and officers ("Indemnitees"), from any and all liabilities, claims, suits, actions, arbitration proceedings, administrative proceedings, stop notices, regulatory proceedings, losses, expenses or costs of any kind, actual attorneys fees incurred by City, court costs, interest, defense costs including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of, arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part to the Contractor's performance of this Contract. All obligations under this provision are to be paid by Contractor as they are incurred by the City.

C. Without affecting the rights of City under any provision of this Contract or this section, Contractor shall not be required to indemnify and hold harmless City as set forth above for liability attributable to the sole fault of City, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction. This exception will apply only in instances where the City is shown to have been solely at fault and not in instances where Contractor is solely or partially at fault or in instances where City 's fault accounts for only a percentage of the liability involved. In those instances, the obligation of Contractor will be all-inclusive and City will be indemnified for all liability incurred, even though a percentage of the liability is attributable to the conduct of the City.

D. Contractor acknowledges that its obligation pursuant to this section extends to liability attributable to City, if that liability is other than the sole fault of City. Contractor has no obligation under this Contract for liability proven in a court of competent jurisdiction or by written agreement between the parties to be the sole fault of City.

E. The obligations of Contractor under this or any other provision of this Contract will not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to the Indemnitees. The Contractor's indemnity obligation set forth in this section shall not be limited by the limits of any policies of insurance required or provided by the Contractor pursuant to this Contract.

8. Antitrust Claims. In entering into this Contract, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the

Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Business and Professions Code Section 16700 *et seq*.) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further acknowledgment by the parties.

9. Prevailing Wages. City and Contractor acknowledge that the Project is a public work to which prevailing wages apply.

10. Community Workforce Agreement. The City and contractor acknowledge that the project is covered by a Community Workforce Agreement between the City and the Los Angeles/Orange Counties Building and Construction Trades Council and the Signatory Craft Councils and Local Unions (the "CWA"). Contractor agrees to abide by the terms and conditions of the CWA.

11. Titles. The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Contract or any part of it.

12. Authority. Any person executing this Contract on behalf of Contractor warrants and represents that he or she has the power and authority to execute this Contract on behalf of Contractor and has the power and authority to bind Contractor to the performance of its obligations hereunder.

13. Entire Agreement; Modification. This Contract, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between City and Contractor. Each Party to this Contract acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which are not embodied herein. This Contract supersedes all prior oral or written negotiations, representations or agreements. This Contract may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Contract.

14. Exhibits; Precedence. All documents referenced as exhibits in this Contract are hereby incorporated into this Contract by this reference. In the event of any inconsistency between the express provisions of this Contract and any provision of an exhibit, the provisions of this Contract, then the City's invitation for bids, if any, shall prevail.

15. Counterparts. This Contract may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed the Contract the day and year first above written.

CITY OF BUENA PARK

By: _____
City Manager

ATTEST:

By: _____
City Clerk

Dated: _____
(For City Clerk)

APPROVED AS TO FORM:

By: _____
City Attorney

Hardy & Harper, Inc.
("CONTRACTOR")

By: _____

By: _____

Bond No. _____

PAYMENT BOND
(LABOR AND MATERIALS)

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Buena Park ("Public Agency"), State of California, has awarded to _____

_____

_____("Principal")

(Name and address of Contractor)

a contract (the "Contract") for the Work described as follows:

25-26 ANNUAL PAVEMENT REHABILITATION

(Project Name)

WHEREAS, under the terms of the Contract, the Principal is required before entering upon the performance of the Work, to file a good and sufficient payment Bond with the Public Agency to secure the claims to which reference is made in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code.

NOW, THEREFORE, we, the undersigned Principal, and _____

_____

_____

(Name and address of Surety)

("Surety") a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency and all contractors, subcontractors, laborers, material suppliers, and other persons employed in the performance of the Contract and referred to in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code in the penal sum of _____

Dollars ($_____), and not less than 100% of total contract amount. Lawful money of the United States of America, for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this Work or labor, that the Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this Bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by Public Agency in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this Bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this Bond.

Upon expiration of the time within which the California Labor Commissioner may serve a civil wage and penalty assessment against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1741, and upon expiration of the time within which a joint labor management committee may commence an action against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code

Section 1771.2, if the condition of this Bond be fully performed, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

The Surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract or the plans and Specifications accompanying the same shall in any manner affect its obligations on this Bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

IN WITNESS WHEREOF, two (2) identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: _____

"Principal"	"Surety"
_____	_____
_____	_____
By: _____	By: _____
Its	Its
By: _____	By: _____
Its	Its
(Seal)	*(Seal)*

Note: *This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached.* *DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT.* Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

Bond No. _____

FAITHFUL PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Buena Park ("Public Agency"), has awarded to _____

_____ ("Principal")

(Name and address of Contractor)

a contract (the "Contract") for the Work described as follows:

25-26 ANNUAL PAVEMENT REHABILTATION

(Project name)

which is hereby referred to and made a part hereof; and

WHEREAS, Principal is required under the terms of the Contract to furnish a Bond for the faithful performance of the Contract.

NOW, THEREFORE, we, the undersigned Principal, and _____

_____,

(Name and address of Surety)

("Surety") a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of _____

_____

Dollars ($_____), this amount being not less than 100% of the total Contract Price, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors executors and administrators, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his, her or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Contract and any alteration thereof made as therein provided, on the Principal's part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Public Agency, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by Public Agency in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered. Surety hereby waives any statute of limitations as it applies to an action on this Bond.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or of the Work to be performed thereunder or the plans and specifications accompanying the same shall in anywise affect its obligations under

this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the Work or to the specifications. Surety hereby waives the provisions of California Civil Code Sections 2845 and 2849. The City is the principal beneficiary of this Bond and has all rights of a party hereto.

IN WITNESS WHEREOF, two (2) identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: _____

"Principal"	"Surety"
_____	_____
_____	_____
By: _____ Its	By: _____ Its
By: _____ Its	By: _____ Its
(Seal)	*(Seal)*

Note: This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT. Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

WORKERS' COMPENSATION
CERTIFICATE OF INSURANCE

WHEREAS, the City of Buena Park ("City") has required certain insurance to be provided by:

_____

NOW THEREFORE, the undersigned insurance company does hereby certify that it has issued the policy or policies described below to the following named insureds and that the same are in force at this time:

1. This certificate is issued to:

   City of Buena Park
   City Hall
   6650 Beach Boulevard
   Buena Park, CA 90621

   The insureds under such policy or policies are:

   _____

2. Workers' Compensation Policy or Policies in a form approved by the Insurance Commissioner of California covering all operations of the named insureds as follows:

Policy Number	Effective Date	Expiration Date

_____

_____

_____

By: _____
Its Authorized Representative

PROGRESS PAYMENT SIGNATURE AUTHENTICATION

All company billings submitted for payment shall have the signature of an official of the company authorized to sign a bill and/or collect a check from the City, either on the invoice or an attached cover letter.

The following personnel of _____

_____
(Contractor)

are authorized to sign bills and/or receive checks.

NAME	TITLE	SIGNATURE

Any subsequent changes to supersede this signature list must be requested in writing and accompanied by a facsimile of this form to be complete in its entirety.

By: _____
(name and title)

For: _____
(Bidder)

ADDITIONAL INSURED ENDORSEMENT
COMPREHENSIVE GENERAL LIABILITY

_____

Name and address of named insured ("Named Insured"):

_____

Name and address of insurance company ("Company"):

_____

General description of agreement(s), permit(s), license(s), and/or activity(ies) insured:

Notwithstanding any inconsistent statement in the policy to which this endorsement is attached (the "Policy") or in any endorsement now or hereafter attached thereto, it is agreed as follows:

1. The City of Buena Park ("Public Agency"), its elected officials, officers, attorneys, agents, employees, and volunteers are additional insureds (the above named additional insureds are hereafter referred to as the "Additional Insureds") under the Policy in relation to those activities described generally above with regard to operations performed by or on behalf of the Named Insured. The Additional Insureds have no liability for the payment of any premiums or assessments under the Policy.

2. The insurance coverages afforded the Additional Insureds under the Policy shall be primary insurance, and no other insurance maintained by the Additional Insureds shall be called upon to contribute with the insurance coverages provided by the Policy.

3. Each insurance coverage under the Policy shall apply separately to each Additional Insured against whom claim is made or suit is brought except with respect to the limits of the Company's liability.

4. Nothing in this contract of insurance shall be construed to preclude coverage of a claim by one insured under the policy against another insured under the policy. All such claims shall be covered as third-party claims, i.e., in the same manner as if separate policies had been issued to each insured. Nothing contained in this provision shall operate to increase or replicate the Company's limits of liability as provided under the policy.

5. The insurance afforded by the Policy for contractual liability insurance (subject to the terms, conditions and exclusions applicable to such insurance) includes liability assumed by the Named Insured under the indemnification and/or hold harmless provision(s) contained in or executed in conjunction with the written agreement(s) or permit(s) designated above, between the Named Insured and the Additional Insureds.

6. The policy to which this endorsement is attached shall not be subject to cancellation, change in coverage, reduction of limits (except as the result of the payment of claims), or non-renewal except after written notice to Public Agency, by certified mail, return receipt requested, not less than thirty (30) Days before the effective date thereof. In the event of Company's failure to comply with this notice provision, the policy as initially drafted will continue in full force and effect until compliance with this notice requirement.

7. Company hereby waives all rights of subrogation and contribution against the Additional Insureds, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to the perils insured against in relation to those activities described generally

above with regard to operations performed by or on behalf of the Named Insured regardless of any prior, concurrent, or subsequent active or passive negligence by the Additional Insureds.

8. It is hereby agreed that the laws of the State of California shall apply to and govern the validity, construction, interpretation, and enforcement of this contract of insurance.

9. This endorsement and all notices given hereunder shall be sent to Public Agency at:

City Manager
City of Buena Park
City Hall
6650 Beach Boulevard
Buena Park, CA 90621

10. Except as stated above and not in conflict with this endorsement, nothing contained herein shall be held to waive, alter or extend any of the limits, agreements, or exclusions of the policy to which this endorsement is attached.

TYPE OF COVERAGES TO WHICH THIS ENDORSEMENT ATTACHES	POLICY PERIOD FROM/TO	LIMITS OF LIABILITY

11. Scheduled items or locations are to be identified on an attached sheet. The following inclusions relate to the above coverages. Includes:

□ Contractual Liability
□ Owners/Landlords/Tenants
□ Manufacturers/Contractors
□ Products/Completed Operations
□ Broad Form Property Damage
□ Extended Bodily Injury
□ Broad Form Comprehensive General Liability Endorsement
□ Explosion Hazard
□ Collapse Hazard
□ Underground Property Damage
□ Pollution Liability
□ Liquor Liability
□ _____
□ _____
□ _____

12. A □ deductible or □ self-insured retention *(check one)* of $_____ applies to all coverage(s) except: _____ _____*if none, so state)*. The deductible is applicable □ per claim or □ per occurrence *(check one)*.

13. This is an □ occurrence or □ claims made policy *(check one)*.

14. This endorsement is effective on _____ at 12:01 a.m. and forms a part of Policy Number _____.

I, _____*(print name)*, hereby declare under penalty of perjury under the laws of the State of California, that I have the authority to bind the Company to this endorsement and that by my execution hereof, I do so bind the Company.

Executed _____, 20____

_____
Signature of Authorized Representative
(Original signature only; no facsimile signature or initialed signature accepted)

Telephone No.: (_____) _____

ADDITIONAL INSURED ENDORSEMENT
AUTOMOBILE LIABILITY

_____

Name and address of named insured ("Named Insured"):

_____

Name and address of insurance company ("Company"):

_____

General description of agreement(s), permit(s), license(s), and/or activity(ies) insured:

Notwithstanding any inconsistent statement in the policy to which this endorsement is attached (the "Policy") or in any endorsement now or hereafter attached thereto, it is agreed as follows:

1. The City of Buena Park ("Public Agency"), its elected officials, officers, attorneys, agents, employees, and volunteers are additional insureds (the above named additional insureds are hereafter referred to as the "Additional Insureds") under the Policy in relation to those activities described generally above with regard to operations performed by or on behalf of the Named Insured. The Additional Insureds have no liability for the payment of any premiums or assessments under the Policy.

2. The insurance coverages afforded the Additional Insureds under the Policy shall be primary insurance, and no other insurance maintained by the Additional Insureds shall be called upon to contribute with the insurance coverages provided by the Policy.

3. Each insurance coverage under the Policy shall apply separately to each Additional Insured against whom claim is made or suit is brought except with respect to the limits of the Company's liability.

4. Nothing in this contract of insurance shall be construed to preclude coverage of a claim by one insured under the policy against another insured under the policy. All such claims shall be covered as third-party claims, i.e., in the same manner as if separate policies had been issued to each insured. Nothing contained in this provision shall operate to increase or replicate the Company's limits of liability as provided under the policy.

5. The insurance afforded by the Policy for contractual liability insurance (subject to the terms, conditions and exclusions applicable to such insurance) includes liability assumed by the Named Insured under the indemnification and/or hold harmless provision(s) contained or executed in conjunction with the written agreement(s) or permit(s) designated above, between the Named Insured and the Additional Insureds.

6. The policy to which this endorsement is attached shall not be subject to cancellation, change in coverage, reduction of limits (except as the result of the payment of claims), or non-renewal except after written notice to Public Agency, by certified mail, return receipt requested, not less than thirty (30) Days before the effective date thereto. In the event of Company's failure to comply with this notice provision, the policy as initially drafted will continue in full force and effect until compliance with this notice requirement.

7. Company hereby waives all rights of subrogation and contribution against the Additional Insureds, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to the perils insured against in relation to those activities described generally above with regard to operations performed by or on behalf of the Named Insured regardless of any prior, concurrent, or subsequent active or passive negligence by the Additional Insureds.

8. It is hereby agreed that the laws of the State of California shall apply to and govern the validity, construction, interpretation, and enforcement of this contract of insurance.

9. This endorsement and all notices given hereunder shall be sent to Public Agency at:

City Manager
City of Buena Park
City Hall
6650 Beach Boulevard
Buena Park, CA 90621

10. Except as stated above and not in conflict with this endorsement, nothing contained herein shall be held to waive, alter or extend any of the limits, agreements, or exclusions of the policy to which this endorsement is attached.

TYPE OF COVERAGES TO WHICH THIS ENDORSEMENT ATTACHES	POLICY PERIOD FROM/TO	LIMITS OF LIABILITY

11. Scheduled items or locations are to be identified on an attached sheet. The following inclusions relate to the above coverages. Includes:

□ Any Automobiles
□ All Owned Automobiles
□ Non-owned Automobiles
□ Hired Automobiles
□ Scheduled Automobiles
□ Garage Coverage
□ Truckers Coverage
□ Motor Carrier Act
□ Bus Regulatory Reform Act
□ Public Livery Coverage
□ _____
□ _____

12. A □ deductible or □ self-insured retention *(check one)* of $_____applies to all coverage(s) except:_____*(if none, so state)*. The deductible is applicable □ per claim or □ per occurrence *(check one)*.

13. This is an □ occurrence or □ claims made policy *(check one)*.

14. This endorsement is effective on _____ at 12:01 a.m. and forms a part of Policy Number _____.

I, _____*(print name)*, hereby declare under penalty of perjury under the laws of the State of California, that I have the authority to bind the Company to this endorsement and that by my execution hereof, I do so bind the Company.

Executed _____, 20____

_____
Signature of Authorized Representative
(Original signature only; no facsimile signature or initialed signature accepted)

Telephone No.: (_____) _____

ADDITIONAL INSURED ENDORSEMENT
EXCESS LIABILITY

Name and address of named insured ("Named Insured"):

Name and address of insurance company ("Company"):

General description of agreement(s), permit(s), license(s), and/or activity(ies) insured:

Notwithstanding any inconsistent statement in the policy to which this endorsement is attached (the "Policy") or in any endorsement now or hereafter attached thereto, it is agreed as follows:

1. The City of Buena Park("Public Agency"), its elected officials, officers, attorneys, agents, employees, and volunteers are additional insureds (the above named additional insureds are hereafter referred to as the "Additional Insureds") under the Policy in relation to those activities described generally above with regard to operations performed by or on behalf of the Named Insured. The Additional Insureds have no liability for the payment of any premiums or assessments under the Policy.

2. The insurance coverages afforded the Additional Insureds under the Policy shall be primary insurance, and no other insurance maintained by the Additional Insureds shall be called upon to contribute with the insurance coverages provided by the Policy.

3. Each insurance coverage under the Policy shall apply separately to each Additional Insured against whom claim is made or suit is brought, except with respect to the limits of the Company's liability.

4. Nothing in this contract of insurance shall be construed to preclude coverage of a claim by one insured under the policy against another insured under the policy. All such claims shall be covered as third-party claims, i.e., in the same manner as if separate policies had been issued to each insured. Nothing contained in this provision shall operate to increase or replicate the Company's limits of liability as provided under the policy.

5. The insurance afforded by the Policy for contractual liability insurance (subject to the terms, conditions and exclusions applicable to such insurance) includes liability assumed by the Named Insured under the indemnification and/or hold harmless provision(s) contained in or executed in conjunction with the written agreement(s) or permit(s) designated above, between the Named Insured and the Additional Insureds.

6. The policy to which this endorsement is attached shall not be subject to cancellation, change in coverage, reduction of limits (except as the result of the payment of claims), or non-renewal except after written notice to Public Agency, by certified mail, return receipt requested, not less than thirty (30) Days before the effective date thereto. In the event of Company's failure to comply with this notice provision, the policy as initially drafted will continue in full force and effect until compliance with this notice requirement.

7. Company hereby waives all rights of subrogation and contribution against the Additional Insureds, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to the perils insured against in relation to those activities described generally above with

regard to operations performed by or on behalf of the Named Insured regardless of any prior, concurrent, or subsequent active or passive negligence by the Additional Insureds.

8. It is hereby agreed that the laws of the State of California shall apply to and govern the validity, construction, interpretation, and enforcement of this contract of insurance.

9. This endorsement and all notices given hereunder shall be sent to Public Agency at:

City Manager
City of Buena Park
City Hall
6650 Beach Boulevard
Buena Park, CA 90621

10. Except as stated above and not in conflict with this endorsement, nothing contained herein shall be held to waive, alter or extend any of the limits, agreements, or exclusions of the policy to which this endorsement is attached.

TYPE OF COVERAGES TO WHICH THIS ENDORSEMENT ATTACHES	POLICY PERIOD FROM/TO	LIMITS OF LIABILITY

□ Following Form
□ Umbrella Liability
□_____

11. Applicable underlying coverages:

INSURANCE COMPANY	POLICY NUMBER	AMOUNT

12. The following inclusions, exclusions, extensions or specific provisions relate to the above coverages:

13. A □ deductible or □ self-insured retention *(check one)* of $_____ _____applies to all coverage(s) except: _____ _____*(if none, so state)*. The deductible is applicable □ per claim or □ per occurrence *(check one)*.

14. This is an □ occurrence or □ claims made policy *(check one)*.

15. This endorsement is effective on _____ at 12:01 a.m. and forms a part of Policy Number _____.

I, _____*(print name)*, hereby declare under penalty of perjury under the laws of the State of California, that I have the authority to bind the Company to this endorsement and that by my execution hereof, I do so bind the Company.

Executed _____, 20____

_____
Signature of Authorized Representative
(Original signature only; no facsimile signature or initialed signature accepted)

Telephone No.: (_____) _____

The Solís Group
Serving our communities since 1992

Headquarters
3452 E Foothill Blvd / Suite 200
Pasadena, CA 91107 USA

P 626 685 6989
F 626 685 6985

April 20, 2026

Hysun Lee, Associate Engineer
City of Buena Park
6650 Beach Boulevard
Buena Park, CA 90621

Re: Proposal for CWA Administration Services for the
25-26 Annual Pavement Rehabilitation Project

Dear Hysun,

The Solís Group (TSG) is pleased to submit this cost proposal to provide CWA administration services required for the above referenced project. The work scope for this assignment is based on our proposal dated June 3, 2022. Our cost proposal based on information provided by the City is summarized below.

Project Description	Construction Value	Duration (including closeout)	Monthly Fee	Life of Project Cost Estimate
25-26 Annual Pavement Rehabilitation	$ 1,809,000	4 Months	$ 1,500	$ 6,000
			TOTAL COST	**$ 6,000**

If actual construction (including punch list) and closeout extends beyond the planned duration, we will examine the need for additional budget.

We appreciate the opportunity to serve the City. If you have any questions regarding this cost proposal, please contact the undersigned. Please send Notice-to-Proceed to Sabrina Cristi, Accounting Assistant, at scristi@thesolisgroup.com.

Sincerely,

Gonzalo Armijos
Vice President of Business Development

April 28, 2026
NEW BUSINESS
Item No. 5C.

City Council Agenda Report

RESOLUTION ESTABLISHING NEW RATES FOR THE COLLECTION, RECYCLING, AND DISPOSAL OF REFUSE, AND APPROVAL OF A UTILITY BILL INSERT REGARDING THE NEW RESIDENTIAL REFUSE RATES

PREPARED BY	PRESENTED BY
Joe Hunt, Public Works Manager	Joe Hunt, Public Works Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

RECOMMENDED ACTION

1) Adopt a Resolution establishing new rates for the collection, recycling, and disposal of refuse; and, 2) Approve a utility bill insert notifying residential customers of a refuse rate adjustment effective July 1, 2026.

PREVIOUS CITY COUNCIL ACTION

On July 13, 2021, the City Council adopted a resolution establishing new rates for the collection, recycling, and disposal of refuse. This resolution established that, without conducting another noticed public hearing, annually on each July 1, beginning July 1, 2022, and continuing through July 1, 2026, the City Council may increase the rates for inflation by the annual percentage increase in the Los Angeles-Riverside-Orange County CA Consumer Price Index (CPI). For any fiscal year in which the City Council does not increase rates by the authorized adjustment, the City Council may add the amount of the authorized increase for such fiscal year to the authorized adjustment in subsequent fiscal years.

On April 14, 2026, the City Council approved the Waste Infrastructure System Enterprise (WISE) Agreement with Orange County Waste and Recycling, which significantly increased tipping fees to dispose of waste at county landfills. Increases are phased in over three years and will begin on July 1, 2026.

DISCUSSION

The request for the proposed rate increase is based upon the City's existing refuse collection franchise agreement ("Agreement") with EDCO, the City's waste hauler. The Agreement provides for increases in refuse rates in the event that circumstances beyond the control of the Contractor impose or generate excessive costs in the performance of the Agreement. In this case, disposal fees have significantly increased at County landfills and EDCO has seen increases to the Consumer Price Index (CPI) that impact their costs to collect, recycle, and dispose of refuse. Cost increases mostly consist of tipping fees at county landfills increasing by $23.24/ton (42%), increased cost of fuel for vehicles, compensation for employees, and the price of trucks and other equipment necessary to operate.

On the commercial side, EDCO proposes an overall increase of 13.1%, or $24.48 for service including waste disposal and recycling. Of this increase, $20.00 is due to increased disposal costs related to the WISE Agreement. The monthly cost for a three-cubic yard trash bin with separate 96-gallon recycling container would be $211.

On the residential side, EDCO proposes an overall increase of 14.5%, or $3.79/mo for service including waste, recycling, and organics processing. Of this increase, $3.19 is due to increased disposal costs related to the WISE Agreement. EDCO proposes deferring 0.5% of the residential service index and applying 3.01% CPI. The total cost of a typical monthly bill would be $29.90.

As the proposed fee increases are limited to pass-thru costs from Orange County Waste and Recycling and the CPI, a public hearing and extended notice period are not required for implementation. However, upon approval, the Finance Department will include a notice in utility bills prior to the fee being implemented.

BUDGET IMPACT

Estimated costs and revenues associated with refuse services are included in the proposed FY 2026-27 budget. Printing costs for the associated mailer are estimated at approximately $1,500.

Attachments

Reso 2026 Refuse Rate Adjustment Ex A.pdf

Buena Park 2026 PI FINAL.pdf

2026 RefuseRateAdjustment water bill.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, ESTABLISHING FEES AND CHARGES FOR THE COLLECTION, REMOVAL, AND DISPOSAL OF REFUSE, TRASH, RUBBISH, OR OTHER FORMS OF SOLID WASTE IN ACCORDANCE WITH THE AUTHORITY GRANTED BY SECTION 8.12.040 OF THE BUENA PARK MUNICIPAL CODE

WHEREAS, Section 8.12.040 of the Buena Park Municipal Code grants to the City Council the authority to make necessary changes in the fees and charges for the collection, removal, and disposal of refuse, trash, rubbish, or other forms of solid waste; and

WHEREAS, on July 13, 2021, the City determined that, without conducting another noticed public hearing, annually on each July 1, beginning July 1, 2022, and continuing through July 1, 2026, the City Council may increase the rates for inflation by the annual percentage increase in the Los Angeles-Riverside-Orange County CA Consumer Price Index. For any fiscal year in which the City Council does not increase rates by the authorized adjustment, the City Council may add the amount of the authorized increase for such fiscal year to the authorized adjustment in subsequent fiscal years.

WHEREAS, the City Council of the City of Buena Park has determined that the amended fees and charges are required to offset the current and future increases in the cost of providing collection, removal, and disposal of refuse, trash, rubbish, or other forms of solid waste.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Rates for residential and commercial customers as of July 1, 2026, shall be those as listed on Exhibit A to this Resolution.

PASSED AND ADOPTED this 28th day of April 2026 by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

_____
Mayor

ATTEST:

_____

City Clerk

I, Adria M. Vicuna, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this 28th day of April, 2026.

_____
City Clerk

EXHIBIT A

CITY OF BUENA PARK
(rates effective 7/1/26)

		Current Rates				Rate % Index Change			New Rates Effective 7/1/26					
					Res/Temp Bin	3.010%	53.108%	3.010%						
					Comm	3.010%	53.108%	3.010%						
		Service	Tip Fee	Recycle	**Total**	Service	Tip Fee	Recycle	Service	Tip Fee	Recycle	**Total**	**$ Increase**	**% Increase**
Residential		$14.68	$6.00	$5.43	**$26.11**	$0.44	$3.19	$0.16	$15.12	$9.19	$5.59	**$29.90**	$3.79	**14.5%**
3 Cubic Yard Trash Bin (includes 1 96gal Recycling Cart 1X)														
1		$148.85	$37.67	$0.00	**$186.52**	$4.48	$20.00	$0.00	$153.33	$57.67	$0.00	**$211.00**	$24.48	**13.1%**
2		$245.83	$75.30	$0.00	**$321.13**	$7.40	$39.99	$0.00	$253.23	$115.29	$0.00	**$368.52**	$47.39	**14.8%**
3		$343.96	$112.97	$0.00	**$456.93**	$10.35	$59.99	$0.00	$354.31	$172.96	$0.00	**$527.27**	$70.34	**15.4%**
4		$441.95	$150.62	$0.00	**$592.57**	$13.30	$79.99	$0.00	$455.25	$230.61	$0.00	**$685.86**	$93.29	**15.7%**
5		$540.04	$188.29	$0.00	**$728.33**	$16.26	$100.00	$0.00	$556.30	$288.29	$0.00	**$844.59**	$116.26	**16.0%**
6		$638.08	$225.94	$0.00	**$864.02**	$19.21	$119.99	$0.00	$657.29	$345.93	$0.00	**$1,003.22**	$139.20	**16.1%**
3 Cubic Yard Trash Compactor (includes 1 96gal Recycling Cart 1X)														
1		$255.08	$75.30	$0.00	**$330.38**	$7.68	$39.99	$0.00	$262.76	$115.29	$0.00	**$378.05**	$47.67	**14.4%**
2		$456.03	$150.62	$0.00	**$606.65**	$13.73	$79.99	$0.00	$469.76	$230.61	$0.00	**$700.37**	$93.72	**15.4%**
3		$657.26	$225.94	$0.00	**$883.20**	$19.79	$119.99	$0.00	$677.05	$345.93	$0.00	**$1,022.98**	$139.78	**15.8%**
4		$858.27	$301.25	$0.00	**$1,159.52**	$25.84	$159.99	$0.00	$884.11	$461.24	$0.00	**$1,345.35**	$185.83	**16.0%**
5		$1,059.41	$376.56	$0.00	**$1,435.97**	$31.89	$199.98	$0.00	$1,091.30	$576.54	$0.00	**$1,667.84**	$231.87	**16.1%**
6		$1,260.59	$451.87	$0.00	**$1,712.46**	$37.95	$239.98	$0.00	$1,298.54	$691.85	$0.00	**$1,990.39**	$277.93	**16.2%**
4 Cubic Yard Bin (includes 1 96gal Recycling Cart 1X)														
1		$182.21	$50.20	$0.00	**$232.41**	$5.49	$26.66	$0.00	$187.70	$76.86	$0.00	**$264.56**	$32.15	**13.8%**
2		$311.98	$100.42	$0.00	**$412.40**	$9.39	$53.33	$0.00	$321.37	$153.75	$0.00	**$475.12**	$62.72	**15.2%**
3		$443.06	$150.62	$0.00	**$593.68**	$13.34	$79.99	$0.00	$456.40	$230.61	$0.00	**$687.01**	$93.33	**15.7%**
4		$574.21	$200.83	$0.00	**$775.04**	$17.29	$106.66	$0.00	$591.50	$307.49	$0.00	**$898.99**	$123.95	**16.0%**
5		$705.43	$251.05	$0.00	**$956.48**	$21.24	$133.33	$0.00	$726.67	$384.38	$0.00	**$1,111.05**	$154.57	**16.2%**
6		$836.63	$301.25	$0.00	**$1,137.88**	$25.19	$159.99	$0.00	$861.82	$461.24	$0.00	**$1,323.06**	$185.18	**16.3%**
Commercial Cans		$25.33	$4.20	$0.00	**$29.53**	$0.76	$2.23	$0.00	$26.09	$6.43	$0.00	**$32.52**	$2.99	**10.1%**
Roll-off Bodies	TPL													
Regular-P	**5.00**	$340.43	$474.51	$0.00	**$814.94**	$10.25	$116.20	$0.00	$350.68	$590.71	$0.00	**$941.39**	$126.45	**15.5%**
Compacted-P	**7.00**	$365.28	$664.32	$0.00	**$1,029.60**	$11.00	$162.68	$0.00	$376.28	$827.00	$0.00	**$1,203.28**	$173.68	**16.9%**
Hard to Handle-T	**4.00**	$340.02	$379.61	$0.00	**$719.63**	$10.24	$92.96	$0.00	$350.26	$472.57	$0.00	**$822.83**	$103.20	**14.3%**
Const/Demo-T	**4.00**	$340.02	$379.61	$0.00	**$719.63**	$10.24	$92.96	$0.00	$350.26	$472.57	$0.00	**$822.83**	$103.20	**14.3%**
Additional Residential Trash Cart		$5.36	$0.00	$0.00	**$5.36**	$0.16	$0.00	$0.00	$5.52	$0.00	$0.00	**$5.52**	$0.16	**3.0%**
Temporary Drop Off Bin		$83.54	$48.15	$0.00	**$131.69**	$2.51	$25.57	$0.00	$86.05	$73.72	$0.00	**$159.77**	$28.08	**21.3%**

City of Buena Park

Current Rates **7/1/2025**

Commercial Comingled Organics

1st Bin Size	Frequency 1	2	3	Extra Pickup
Cart (65 gl)	$102.76	$205.54	$308.32	$41.10
Cart (96 gl)	$114.08	$228.16	$342.25	$45.62
2 CY	$222.55	$445.10	$667.65	$89.03

Each Additional Bin Size	1	2	3
Cart (65 gl)	$97.63	$195.27	$292.90
Cart (96 gl)	$108.38	$216.76	$325.13
2 CY	$211.43	$422.85	$634.28

Commercial Comingled Recycling

Size	Frequency 1	2	3	Extra Pickup
Cart (96 gl)	$50.41	$100.80	$151.21	$25.20
3 CY	$100.80	$201.60	$302.41	$50.41

City of Buena Park

Proposed Rates **7/1/2026**

Commercial Comingled Organics

CPI **3.010%**

1st Bin Size	Frequency 1	2	3	Extra Pickup
Cart (65 gl)	$105.85	$211.73	$317.60	$42.34
Cart (96 gl)	$117.51	$235.03	$352.55	$46.99
2 CY	$229.25	$458.50	$687.75	$91.71

Each Additional Bin Size	1	2	3
Cart (65 gl)	$100.57	$201.15	$301.72
Cart (96 gl)	$111.64	$223.29	$334.92
2 CY	$217.80	$435.58	$653.37

Commercial Comingled Recycling

CPI **3.010%**

Size	Frequency 1	2	3	Extra Pickup
Cart (96 gl)	$51.93	$103.83	$155.76	$25.96
3 CY	$103.83	$207.67	$311.51	$51.93

Series Id:	CUURS49ASA0													
Not Seasonally Adjusted														
Series Title:	All items in Los Angeles-Long Beach-Anaheim, CA, all urban													
Area:	Los Angeles-Long Beach-Anaheim, CA								Res Recycling Index	Res Service Index	Res Landfill Index			Service/ Recycle CPI
Item:	All items													
Base Period:	1982-84=100													
Years:	2016 to 2026													

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	247.155	247.113	247.873	248.368	249.554	249.789	249.784	249.700	250.145	251.098	250.185	250.189
2017	252.373	253.815	254.525	254.971	255.674	255.275	256.023	256.739	257.890	258.883	259.135	259.220
2018	261.235	263.012	264.158	265.095	266.148	265.522	266.007	266.665	268.032	269.482	268.560	267.631
2019	269.468	269.608	271.311	273.945	274.479	274.380	274.682	274.579	276.054	278.075	277.239	275.553
2020	277.755	278.657	276.589	275.853	276.842	278.121	279.899	280.116	279.366	279.947	280.102	279.560
2021	280.178	281.347	282.648	285.808	287.620	289.218	290.890	291.333	292.209	294.961	296.790	297.925
2022	301.209	302.164	306.679	308.302	310.649	314.072	313.415	313.608	315.033	317.014	314.633	312.601
2023	318.591	317.571	317.873	320.089	320.514	322.055	321.931	324.050	324.984	324.545	323.341	323.456
2024	326.640	328.232	330.671	332.572	332.956	332.357	332.928	333.359	334.123	334.242	333.718	334.531
2025	337.508	338.438	340.648	342.565	343.010	343.024	343.624	344.503	345.865		345.650	344.602
2026	347.690	348.361										
						Change		11.144	11.742			10.071
						% Change		3.343%	3.514%			3.010%

Disposal Index	Current	7/1/2026	Increase	% Incr
OC Tip Fee/Ton	$43.76	$67.00	$23.24	53.11%

CITY OF BUENA PARK
(rates effective 7/1/26)

		Current Rates				Rate % Index Change			New Rates Effective 7/1/26					
					Res/Temp Bin	3.010%	53.108%	3.010%						
					Comm	3.010%	53.108%	3.010%						
		Service	Tip Fee	Recycle	**Total**	Service	Tip Fee	Recycle	Service	Tip Fee	Recycle	**Total**	**$ Increase**	**% Increase**
Residential		$14.68	$6.00	$5.43	**$26.11**	$0.44	$3.19	$0.16	$15.12	$9.19	$5.59	**$29.90**	$3.79	**14.5%**
3 Cubic Yard Trash Bin (includes 1 96gal Recycling Cart 1X)														
1		$148.85	$37.67	$0.00	**$186.52**	$4.48	$20.00	$0.00	$153.33	$57.67	$0.00	**$211.00**	$24.48	**13.1%**
2		$245.83	$75.30	$0.00	**$321.13**	$7.40	$39.99	$0.00	$253.23	$115.29	$0.00	**$368.52**	$47.39	**14.8%**
3		$343.96	$112.97	$0.00	**$456.93**	$10.35	$59.99	$0.00	$354.31	$172.96	$0.00	**$527.27**	$70.34	**15.4%**
4		$441.95	$150.62	$0.00	**$592.57**	$13.30	$79.99	$0.00	$455.25	$230.61	$0.00	**$685.86**	$93.29	**15.7%**
5		$540.04	$188.29	$0.00	**$728.33**	$16.26	$100.00	$0.00	$556.30	$288.29	$0.00	**$844.59**	$116.26	**16.0%**
6		$638.08	$225.94	$0.00	**$864.02**	$19.21	$119.99	$0.00	$657.29	$345.93	$0.00	**$1,003.22**	$139.20	**16.1%**
3 Cubic Yard Trash Compactor (includes 1 96gal Recycling Cart 1X)														
1		$255.08	$75.30	$0.00	**$330.38**	$7.68	$39.99	$0.00	$262.76	$115.29	$0.00	**$378.05**	$47.67	**14.4%**
2		$456.03	$150.62	$0.00	**$606.65**	$13.73	$79.99	$0.00	$469.76	$230.61	$0.00	**$700.37**	$93.72	**15.4%**
3		$657.26	$225.94	$0.00	**$883.20**	$19.79	$119.99	$0.00	$677.05	$345.93	$0.00	**$1,022.98**	$139.78	**15.8%**
4		$858.27	$301.25	$0.00	**$1,159.52**	$25.84	$159.99	$0.00	$884.11	$461.24	$0.00	**$1,345.35**	$185.83	**16.0%**
5		$1,059.41	$376.56	$0.00	**$1,435.97**	$31.89	$199.98	$0.00	$1,091.30	$576.54	$0.00	**$1,667.84**	$231.87	**16.1%**
6		$1,260.59	$451.87	$0.00	**$1,712.46**	$37.95	$239.98	$0.00	$1,298.54	$691.85	$0.00	**$1,990.39**	$277.93	**16.2%**
4 Cubic Yard Bin (includes 1 96gal Recycling Cart 1X)														
1		$182.21	$50.20	$0.00	**$232.41**	$5.49	$26.66	$0.00	$187.70	$76.86	$0.00	**$264.56**	$32.15	**13.8%**
2		$311.98	$100.42	$0.00	**$412.40**	$9.39	$53.33	$0.00	$321.37	$153.75	$0.00	**$475.12**	$62.72	**15.2%**
3		$443.06	$150.62	$0.00	**$593.68**	$13.34	$79.99	$0.00	$456.40	$230.61	$0.00	**$687.01**	$93.33	**15.7%**
4		$574.21	$200.83	$0.00	**$775.04**	$17.29	$106.66	$0.00	$591.50	$307.49	$0.00	**$898.99**	$123.95	**16.0%**
5		$705.43	$251.05	$0.00	**$956.48**	$21.24	$133.33	$0.00	$726.67	$384.38	$0.00	**$1,111.05**	$154.57	**16.2%**
6		$836.63	$301.25	$0.00	**$1,137.88**	$25.19	$159.99	$0.00	$861.82	$461.24	$0.00	**$1,323.06**	$185.18	**16.3%**
Commercial Cans		$25.33	$4.20	$0.00	**$29.53**	$0.76	$2.23	$0.00	$26.09	$6.43	$0.00	**$32.52**	$2.99	**10.1%**
Roll-off Bodies	TPL													
Regular-P	**5.00**	$340.43	$474.51	$0.00	**$814.94**	$10.25	$116.20	$0.00	$350.68	$590.71	$0.00	**$941.39**	$126.45	**15.5%**
Compacted-P	**7.00**	$365.28	$664.32	$0.00	**$1,029.60**	$11.00	$162.68	$0.00	$376.28	$827.00	$0.00	**$1,203.28**	$173.68	**16.9%**
Hard to Handle-T	**4.00**	$340.02	$379.61	$0.00	**$719.63**	$10.24	$92.96	$0.00	$350.26	$472.57	$0.00	**$822.83**	$103.20	**14.3%**
Const/Demo-T	**4.00**	$340.02	$379.61	$0.00	**$719.63**	$10.24	$92.96	$0.00	$350.26	$472.57	$0.00	**$822.83**	$103.20	**14.3%**
Additional Residential Trash Cart		$5.36	$0.00	$0.00	**$5.36**	$0.16	$0.00	$0.00	$5.52	$0.00	$0.00	**$5.52**	$0.16	**3.0%**
Temporary Drop Off Bin		$83.54	$48.15	$0.00	**$131.69**	$2.51	$25.57	$0.00	$86.05	$73.72	$0.00	**$159.77**	$28.08	**21.3%**

City of Buena Park

Current Rates **7/1/2025**

Commercial Comingled Organics

1st Bin Size	Frequency 1	2	3	Extra Pickup
Cart (65 gl)	$102.76	$205.54	$308.32	$41.10
Cart (96 gl)	$114.08	$228.16	$342.25	$45.62
2 CY	$222.55	$445.10	$667.65	$89.03

Each Additional Bin Size	1	2	3
Cart (65 gl)	$97.63	$195.27	$292.90
Cart (96 gl)	$108.38	$216.76	$325.13
2 CY	$211.43	$422.85	$634.28

Commercial Comingled Recycling

Size	Frequency 1	2	3	Extra Pickup
Cart (96 gl)	$50.41	$100.80	$151.21	$25.20
3 CY	$100.80	$201.60	$302.41	$50.41

City of Buena Park

Proposed Rates **7/1/2026**

Commercial Comingled Organics

CPI **3.010%**

1st Bin Size	Frequency 1	2	3	Extra Pickup
Cart (65 gl)	$105.85	$211.73	$317.60	$42.34
Cart (96 gl)	$117.51	$235.03	$352.55	$46.99
2 CY	$229.25	$458.50	$687.75	$91.71

Each Additional Bin Size	1	2	3
Cart (65 gl)	$100.57	$201.15	$301.72
Cart (96 gl)	$111.64	$223.29	$334.92
2 CY	$217.80	$435.58	$653.37

Commercial Comingled Recycling

CPI **3.010%**

Size	Frequency 1	2	3	Extra Pickup
Cart (96 gl)	$51.93	$103.83	$155.76	$25.96
3 CY	$103.83	$207.67	$311.51	$51.93

Series Id:	CUURS49ASA0													
Not Seasonally Adjusted														
Series Title:	All items in Los Angeles-Long Beach-Anaheim, CA, all urban													
Area:	Los Angeles-Long Beach-Anaheim, CA								Res Recycling Index	Res Service Index	Res Landfill Index			Service/ Recycle CPI
Item:	All items													
Base Period:	1982-84=100													
Years:	2016 to 2026													

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	247.155	247.113	247.873	248.368	249.554	249.789	249.784	249.700	250.145	251.098	250.185	250.189
2017	252.373	253.815	254.525	254.971	255.674	255.275	256.023	256.739	257.890	258.883	259.135	259.220
2018	261.235	263.012	264.158	265.095	266.148	265.522	266.007	266.665	268.032	269.482	268.560	267.631
2019	269.468	269.608	271.311	273.945	274.479	274.380	274.682	274.579	276.054	278.075	277.239	275.553
2020	277.755	278.657	276.589	275.853	276.842	278.121	279.899	280.116	279.366	279.947	280.102	279.560
2021	280.178	281.347	282.648	285.808	287.620	289.218	290.890	291.333	292.209	294.961	296.790	297.925
2022	301.209	302.164	306.679	308.302	310.649	314.072	313.415	313.608	315.033	317.014	314.633	312.601
2023	318.591	317.571	317.873	320.089	320.514	322.055	321.931	324.050	324.984	324.545	323.341	323.456
2024	326.640	328.232	330.671	332.572	332.956	332.357	332.928	333.359	334.123	334.242	333.718	334.531
2025	337.508	338.438	340.648	342.565	343.010	343.024	343.624	344.503	345.865		345.650	344.602
2026	347.690	348.361										
						Change		11.144	11.742			10.071
						% Change		3.343%	3.514%			3.010%

Disposal Index	Current	7/1/2026	Increase	% Incr
OC Tip Fee/Ton	$43.76	$67.00	$23.24	53.11%

CITY OF BUENA PARK

Notice of Refuse Rate Increase

Aviso de Aumento de la Tasa de Basuras 폐기물 수거비 인상 안내

Notice is hereby given that the following refuse rate increases will take effect on July 1, 2026.
The monthly base rate for refuse services is comprised of three components: 1) an amount for the administration and operation of automated and manual curbside collection services (the service component); 2) an amount for the hauler to dispose of the refuse in the landfill (the landfill fee); and 3) an amount for recycling. The total amount of the refuse bill for each residential unit is determined by the quantity of refuse containers.

A rate adjustment is being added to the service, recycling, and landfill fee components due to the increasing costs of providing refuse collection, recycling services, landfill disposal, fuel, wages, and other personnel-related costs.
The increases are as follows:

	CURRENT RATE	NEW RATE *AS OF JULY 1, 2026*
Base Rate (per month)	**$26.11**	**$29.90**
Additional Wheeled Container (per month)	**$5.36**	**$5.52**
3 Cubic Yard Temporary Bin (per use)	**$131.69**	**$159.77**

Additional data and information pertaining to this matter, including the refuse rate schedule, may be obtained from the Public Works Department, 6650 Beach Boulevard, Buena Park, California, 90622.

Los estamos notificando por este medio que los siguientes aumentos de los cobros de la basura entraran en vigor el 1 de julio 2026. El cobro mensual de servicios de basura está consta de tres componentes; 1) una cantidad para la administración y operación de los servicios de recolección automatizada y manual en la acera (servicio); 2) una cantidad para que el transportista elimine la basura en el vertedero (cobro de vertedero); y 3) una cantidad para reciclar. El costo total de la factura de basura de cada unidad residencial está determinado por la cantidad de contenedores de basura.

Se agregará un ajuste de costo a los componentes de la tarifa de servicio, reciclaje y vertedero debido a los crecientes costos de recolección de basura, servicios de reciclaje, disposición en vertederos, combustible, salarios y otros costos relacionados con el personal. Los aumentos son los siguientes:

	COBRO ACTUAL	COBRO NUEVO A PARTIR *DEL 1 DE JULIO DE 2026*
Tasa básica (por mes)	**$26.11**	**$29.90**
Contenedor con ruedas adicional (por mes)	**$5.36**	**$5.52**
Contenedor temporal de 3 yardas cúbicas (por uso)	**$131.69**	**$159.77**

Se puede obtener información adicional y más relacionada con este asunto, incluido el programa de tarifas de basura, del Departamento de Public Works, 6650 Beach Boulevard, Buena Park, California, 90622.

2026년 7월 1일 부터 다음과 같은 폐기물 수거비 인상이 시행됨을 알립니다. 쓰레기 서비스에 대한 월 기본 요금은 세 가지 요소로 구성됩니다: 1) 자동 및 수동 도로변 수거 서비스의 관리 및 운영 요금 (서비스 요소); 2) 운송업자가 쓰레기를 매립지에 처분하는 요금 (매립료); 그리고 3) 재활용 요금. 세대별 폐기물 수거비 청구서 총액은 쓰레기통의 수량에 따라 결정됩니다.

쓰레기 수거, 재활용 서비스, 매립지 처리, 연료, 임금 및 기타 인력 관련 비용의 인상으로 인해 서비스 요소, 재활용 요금 및 매립료와 같은 폐기물 수거비 구성 요소의 요금 조정이 시행됩니다. 증가 금액은 다음과 같습니다:

	현 수거비	**2026**년 **7**월 **1**일 부터 새로운 요금
기본 금액 **(**월**)**	**$26.11**	**$29.90**
추가 바퀴 달린 컨테이너 **(**월**)**	**$5.36**	**$5.52**
3 입방 **(Cubic Yard)** 임시 컨테이너 **(**이용 횟수**)**	**$131.69**	**$159.77**

폐기물 수거비 요금제를 포함한 기타 관련 추가 정보는 부에나팍 시 공공사업부 (Public Works Department), 6650 Beach Boulevard, Buena Park, California, 90622 에서 문의할 수 있습니다.

April 28, 2026
NEW BUSINESS
Item No. 5D.

City Council Agenda Report

PLACEMENT AGREEMENT WITH BAY AREA COMMUNITY RESOURCES TO HOST CALIFORNIA CLIMATE ACTION CORPS FELLOWS

PREPARED BY	PRESENTED BY
Lotus Thai, Sustainability Manager	Lotus Thai, Sustainability Manager
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Matt Foulkes, Director of Community & Economic Development	Aaron France, City Manager

RECOMMENDED ACTION

1) Approve the Placement Agreement with Bay Area Community Resources to host California Climate Action Corps fellows; 2) Authorize the City Manager and City Attorney to make any necessary, non-monetary changes to the agreement; 3) Authorize the City Manager and City Clerk to execute the agreement and other related documents as necessary; and, 4) Approve a budget amendment in the amount of $10,000 for this purpose.

PREVIOUS CITY COUNCIL ACTION

None.

DISCUSSION

The California Climate Action Corps (CCAC) is an initiative of California Volunteers, Office of the Governor, designed to build resilience within communities to the impacts of climate change and foster increased climate service opportunities for Californians. Bay Area Community Resources (BACR) is the lead implementer of the Fellowship program. In addition to developing job skills, Fellows receive a financial package of $45,000 ($35,000 stipend and $10,000 in education awards), paid time-off, healthcare coverage, student loan forbearance, food assistance, and childcare assistance.

The Office of Sustainability applied for, and successfully received, approval to host two CCAC fellows starting in September 2026. These fellows will work 40 hours a week for 11 months supporting the City's Climate Action and Adaptation Plan (CAAP) goals, including waste reduction and green workforce development.

Specifically, the fellows will collaborate with Buena Park schools regarding SB 1383 compliance, the state's mandatory organics recycling program. Fellows will work alongside the City's Sustainability Manager, the City's SB 1383 consultant, and school staff to ensure schools are connected to organics recycling services and have accessible three-bin systems in cafeterias.

Throughout the school year, the fellows will create and lead interactive education activations such as the City's annual Trash cART Contest, school assemblies, and workshops. The fellows will also recruit and mobilize students, parents, educators, college volunteers, and community members to serve as Waste Sorting Ambassadors, Green Team members, and event volunteers.

The proposed agreement has been reviewed by the City Attorney.

BUDGET IMPACT

The California Climate Action Corp program covers the fellows' stipends and benefits. A budget amendment in the amount of $10,000 from the City's undesignated General Fund balance is needed to offset incidental costs associated with the Fellow program including: office supplies, mileage reimbursement, and miscellaneous expenses.

Attachments

CCAC 2026-27 Host Partner MOU Draft.pdf

CALIFORNIA CLIMATE ACTION CORPS
PLACEMENT AGREEMENT

This PLACEMENT AGREEMENT ("Agreement") is made and entered into as of July 1, 2026, by and between Bay Area Community Resources, EIN 94-2346815 (hereinafter referred to as "BACR") and **{{Agency_Application__c.Agency_c}}** (hereinafter referred to as PARTNER to HOST California Climate Action Corps (CCAC) Fellows at PARTNER site(s).

RECITALS

The California Climate Action Corps (CCAC) is an initiative of California Volunteers, Office of the Governor (CV), designed to build resilience within communities to the impacts of climate change and foster increased climate service opportunities for Californians. California Volunteers awarded a grant to Bay Area Community Resources (BACR) to lead the implementation of the California Climate Action Corps Fellowship.

1. The California Climate Action Corps Fellowship provides climate volunteer engagement, climate action, and climate outreach and education support to partner organizations in California through service provided by AmeriCorps Fellows ("fellows").
2. Fellows can only serve on contracted and allowable service activities (engaging volunteers and implementing climate action and education projects).
3. The high-profile nature of the program necessitates Partner participation in timely outcome reporting, storytelling, and responsiveness to media engagement.
4. Partner desires to host fellow(s), and BACR desires to provide fellows' service to Partner. This document establishes the basic guidelines and expectations between the Partner and BACR.
5. The Partner and BACR enter into this Agreement in order to memorialize the terms of BACR's performance of the services and the Partner's obligations with respect thereto.

AGREEMENT

BACR has contracted with AmeriCorps (formerly Corporation for National and Community Service – AmeriCorps) through California Volunteers to implement the California Climate Action Corps Fellowship. **Fellows can only serve on contracted activities approved by AmeriCorps and California Volunteers and must abide by Federal guidelines for AmeriCorps program implementation.**

Partner agrees that any Fellows assigned to the Partner will only participate in the activities described below:

1. Climate Volunteer Engagement: Supporting community climate action by engaging, recruiting, and supporting volunteers.
2. Direct Climate Action: Assisting one or more organizations to implement specific climate action projects that the Partner would otherwise not be able to complete.
3. Climate Education and Outreach: Increasing public awareness through educating and informing community fellows about California's climate-related challenges and how they

can address climate change in their communities.

4. Training and Professional Development: Up to 20% of CCAC Fellow service time (340 of 1,700 total hours or 240 of 1,200 Winter Fellowship hours) can be spent on training, including orientation at the start of the service term, regular training, and professional development and networking opportunities provided by BACR.

Direct fundraising or grant writing is NOT an allowable activity in the California Climate Action Corps Fellowship. In addition to only serving on contracted performance measure service activities, the following activities are prohibited (see 45 CFR § 2520.65):

1. Attempting to influence legislation;
2. Organizing or engaging in protests, petitions, boycotts, or strikes;
3. Assisting, promoting, or deterring union organizing;
4. Impairing existing contracts for services or collective bargaining agreements;
5. Engaging in partisan political activities or other activities designed to influence the outcome of an election to any public office;
6. Participating in or endorsing events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
7. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
8. Providing a direct benefit to:
    a. A business organized for profit;
    b. A labor union;
    c. A partisan political organization;
    d. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or a substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
    e. An organization engaged in the religious activities described above;
9. Conducting a voter registration drive;
10. Providing abortion services or referrals for the receipt of such services; and
11. Such other activities that the Corporation for National and Community Service (AmeriCorps) may prohibit.

CCAC Fellows, like other private citizens, **may** participate in the above-listed activities **on their own time, at their own expense, and on their own initiative.** However, the AmeriCorps and California Climate Action Corps logos **must not** be worn while doing so.

Additionally, per the Code of Federal Regulations § 2540.100, the following restrictions apply:

1. *Supplantation.* AmeriCorps assistance may not be used to replace State and local public funds that had been used to support programs of the type eligible to receive AmeriCorps support. For any given program, this condition will be satisfied if the aggregate non-Federal public expenditure for that program in the fiscal year which support is to be provided is not less than the previous fiscal year.
2. *Religious use.* AmeriCorps assistance may not be used to provide religious instruction, conduct worship services, or engage in any form of proselytization.
3. *Political activity.* AmeriCorps assistance may not be used by program participants or staff to assist, promote, or deter union organizing; or finance, directly or indirectly, any activity designed to influence the outcome of a Federal, State or local election to public office.
4. *Contracts or collective bargaining agreements.* AmeriCorps assistance may not be used to impair existing contracts for services or collective bargaining agreements.
5. *Nonduplication.* AmeriCorps assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless the requirements of paragraph (f) of this section are met, AmeriCorps assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.
6. *Nondisplacement.*
    a. An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving AmeriCorps assistance.
    b. An organization may not displace a volunteer by using a participant in a program receiving AmeriCorps assistance.
    c. A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual.
    d. A participant in a program receiving AmeriCorps assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.
    e. A participant in any program receiving assistance under this chapter may not perform any services or duties, or engage in activities, that—
        i. Will supplant the hiring of employed workers; or
        ii. Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.
    f. A participant in any program receiving assistance under this chapter may not perform services or duties that have been performed by or were assigned to any—
        i. Presently employed worker;
        ii. Employee who recently resigned or was discharged;
        iii. Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;

iv. Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
v. Employee who is on strike or who is being locked out.

Per Federal guidelines and BACR policies, the California Climate Action Corps Fellowship must comply with equal opportunity employment requirements and be accessible to persons with disabilities by providing reasonable accommodations. In support of this:

1. BACR and Partner will comply with Equal Opportunity Employment guidelines.
2. BACR and Partner will endeavor to make reasonable accommodations to known physical or mental limitations of Fellows with disabilities unless the accommodation would impose an undue hardship on the program operations.
3. BACR and Partner will endeavor to accommodate the sincere religious beliefs of Fellows to the extent such accommodation does not pose an undue hardship on the Organization's operations.
4. BACR and Partner will not allow any form of retaliation against individuals who raise issues of equal employment opportunity or reasonable accommodation.
5. BACR, as the implementing agency of the program, is the only party that can write up or terminate a Fellow. Partners must work with CCAC staff to address disciplinary issues, but cannot issue a warning or terminate a Fellow themselves.
6. BACR, as the implementing agency, supports the Fellows through BACR's Human Resources Department, People and Culture (P&C). Partners who want to involve Human Resources for disciplinary concerns or accommodations must defer to BACR People and Culture. Partner's HR department can work with BACR People and Culture, but cannot address HR concerns without including BACR.

II. Scope of Services

BACR will perform the following services:

General Program Responsibilities

a. Recruit and onboard Fellows.
b. Provide the living stipend bi-weekly (7th and 22nd of each month).
c. Provide clear guidelines to Fellows regarding program regulations and expectations.
d. Work to support and guide Fellows and address any concerns that may arise during the service year.
e. Work to provide support and guidance for Partners, addressing any concerns that might develop during the service year, in conjunction with CCAC staff and CV.
f. Provide HR support through BACR's People and Culture department.
g. BACR provides Workers' Compensation and General Liability insurance for all CCAC Fellows.
h. BACR reserves the right to terminate a CCAC Fellow for cause at its sole discretion. Under no circumstances may partner sites terminate or release a fellow from their service term. Any performance or conduct concerns must be reported to BACR, which will handle all disciplinary actions in alignment with program policy.

i. **BACR reserves the right to remove CCAC Fellows from Partners should the placement become unsuitable or unsafe for Fellows or Partners violate the terms of this MOU. BACR will make reasonable attempts to address and appropriately mitigate concerns with Partners.**

Fellow Responsibilities

1. Pass a LiveScan (DOJ and FBI) and National Sex Offender Public Website (NSOPW) background check before starting their service year.
2. Complete at least 170 hours, and no more than 340 hours (120-240 for Winter), of training through dedicated CCAC Fellow training, development, and service days.
3. Serve an average of 40 hours per week for 11 months, serving a minimum of 1,700 total hours (or 1,200 hours over 7.5 months for Winter). Fellows must consistently strive to average 40 hours per week of service. Fellows cannot serve part-time hours with the intention of not completing the program.
4. Participate in days of national Days of Service, including, but not limited to: Veterans' Day, Martin Luther King, Jr. Day, César Chávez Day, and AmeriCorps Week.
5. Participate in CCAC Fellowship-led, California Climate Action Days, and/or Partner-led events.
6. Comply with guidelines for performance measures and abide by regulations on prohibited activities described in Section I above.
7. Support accurate project reporting in a timely manner as required by AmeriCorps and California Volunteers, including hours served, climate actions/education completed, community members engaged through outreach, and volunteers recruited in the Golden Volunteer online platform.
8. Identify as a CCAC Fellow and wear BACR-provided gear (e.g., CCAC t-shirts, hoodies, hats, pins, etc) and/or AmeriCorps lapel pins during service hours.
9. Include CCAC branding at community events supported through fellow service.

III. Partner Requirements, Responsibilities, and Expectations

In order to provide a clear and well-defined service experience for participating Fellows, Partner shall meet and uphold the following requirements to host a Fellow:

Partner Responsibilities:

1. Interview and select CCAC Fellows to serve at Partner site with intention. Partner staff must make time to meet with candidates and select Fellows who will be a good fit for the program and their site within the timeline provided.
   a. Cannot select CCAC Fellows who are related to any employees of Partner who are in the supervision chain or would be working with the Fellow.
2. Identify one staff member to act as the "Site Supervisor" (SS) for the project, who will act as the point person for both the Fellows and CCAC staff. SS must understand and comply with all program requirements and expectations. Partners are responsible for communicating with their intended Site Supervisor about AmeriCorps regulations, program scope, and requirements.

3. Identify one staff member, board member, or other connected person to serve as a "Mentor" for Fellows throughout the term. Mentor should not have any supervisory responsibilities toward the Fellows or assign project tasks. Mentor should meet at least once a quarter with Fellow(s) to provide overall career guidance, advice, and support.
4. For those situations where it is determined that teleservice is appropriate or when a number of a Fellow's service hours can properly be accrued through teleservice;
    a. Teleservice is appropriate only when the activity can be meaningfully supervised and hours verified independently. Additionally, Fellows **must live within the community they are serving through teleservice.** If it is determined that Fellows will be allowed to teleserve, Partner must provide an established agreement.
        1. The agreement must state that Fellows **cannot** perform teleservice full-time; only **hybrid** (part-time teleservice, part-time in-person) will be approved.
        2. The agreement must specify an in-person schedule with a set location, including a minimum of one **in-person meeting per week**.
    b. Remote service - where the Fellow **is not located** within the commuting area of the geographic community where the service is to occur and is not expected to be physically present at the service site and/or community events, is **not allowed.**
    c. Virtual service site: organizations without a physical location are **not allowed.**
5. Provide an office location for Fellows to meet, with adequate professional workspace for at least three (3) days of on-site, in-person service each week. At a minimum, this includes a desk, workspace, computer, bathrooms, adequate break areas, a private meeting space for Regional Supervisor check-ins, and other workplace essentials for Fellows to support the intended project. Ensure that the site and workplace are accessible to individuals with disabilities if needed.
6. Partner must ensure appropriate supervision, professional boundaries, and service locations for Fellows. Partner must maintain a safe, professional, and compliant service environment by ensuring that:
    a. Fellows do not perform service hours from the private residences of Site Supervisors or other Partner staff.
    b. Fellows are not related by blood, marriage, domestic partnership, or close familial relationship to any Partner staff member.
    c. No Partner staff member engages in a romantic or intimate relationship with a Fellow during the Fellowship term.

    Partner is responsible for identifying and addressing any actual or potential conflicts of interest related to supervision, relationships, or service location and must promptly notify CCAC if such issues arise. Failure to comply with these requirements may result in corrective action, including removal of the Fellow or termination of the partnership.
7. Provide workplace safety training and personal protective equipment, review of emergency procedures, and safety equipment as applicable to the Fellow's service. Provide an on-site first aid kit. Provide specialized training, support, and resources for high-risk safety duties (e.g., operating equipment) or hazardous conditions. It is strongly encouraged that fellows serving with site-specific staff are trained in basic first aid and CPR.
8. Adhere to Cal/OSHA's heat illness prevention standards when duties and/or job worksites are outdoors.
9. Provide a site-specific email address to fellows for communication throughout the term. CCAC email addresses are available if this is not possible.

10. Must provide an average of 40 hours of project work each week throughout the program term, which is focused on direct climate action and volunteer engagement within the parameters of the site's approved project. **Administrative tasks are not allowed.**
11. Familiarize Fellows with the host organization's culture, resources, and project scope, including safety procedures and protocols.
12. Identify California Climate Action Corps as a partner in all public or external events that Fellows support/participate in. Include CCAC branding at community events supported through fellow service.
13. Publicly display "AmeriCorps Member Serving Here" sign, provided physically and digitally by Program staff.
14. If Partner allows Fellows to drive vehicles owned/leased by the organization, Partner will assume liability for any auto accidents.
15. If you are interested in offering a Fellow employment during their fellowship term, please contact **Rola Halawanji at RHalawanji@bacr.org.** There are restrictions on the types of employment that can be offered, as well as the start date of employment.

Expectations for Site Supervisors

Site Supervisors (SS) are the primary coaches and managers for CCAC Fellows throughout the program. They guide, direct, and evaluate Fellows in all service projects and professional development, and are responsible for Fellows on a day-to-day basis.

Each SS should expect to spend an average of **10 hours per month per Fellow**. With guidance from the team at BACR, each SS must commit to the following:

1. Complete a draft Scope of Work and 30-day Plan and onboarding checklist before the fellows' term. Templates for these pieces are provided by BACR staff in the link above
2. Sites hosting four or more fellows must designate a Scope Lead in addition to the Site Supervisor (SS). Scope Leads are expected to attend all required trainings and meetings and work closely with the SS to coordinate project activities, fellow timecards, and program reporting.
3. The SS is solely responsible for approving timecards and protecting against timecard fraud. The Fellowship is paid for with public funding and your approval serves as certification of correctly reported hours. Examples of timecard fraud include approving hours in which the Fellow did not work, or "double dipping," approving hours where the Fellow was working for another job, internship, or non-CCAC fellowship. **Fellows may be removed immediately if timecard fraud is detected.**
4. While the SS is solely responsible for approving timecards and submitting official reports, BACR expects regular communication and collaboration with Scope Leads to support successful project implementation and fellow oversight.
5. Meet weekly with Fellows to direct their service projects. This Fellowship is a professional development program and not a job. Many Fellows are new workforce entrants with limited professional experience. Site Supervisors are strongly encouraged and may be required to meet more frequently with their Fellows, depending on the needs of each individual. Site Supervisors are expected to play an active role in each Fellow's professional development. They should expect to provide coaching throughout the term, in addition to the regular direction for service projects.

6. Manage Fellows' service hours and timesheets, including verifying on a bi-weekly basis, with support from CCAC staff.
7. Provide time for fellows to complete all program requirements, separate from their service projects. At a minimum, this will include 170 hours (120 hours for Winter Fellowship) of training and professional development (10% of their CCAC Fellowship term), including 4-6 hours of training provided by BACR staff each month and additional professional development. **Monthly training provided by BACR is typically held on the third Thursday of each month from 9:00 AM - 2:30 PM**. Training and professional development hours provided by BACR and Partner sites cannot exceed 340 hours (240 hours for Winter Fellowship) or 20% of their term.
8. Complete an initial performance assessment of each Fellow (survey and goal setting) within one month of the start of the service year; conduct a mid-term performance review with the support of CCAC staff; complete a final performance review before the end of the service term, and complete a term-end program evaluation. BACR will provide all evaluation surveys.
9. Attend all training, monthly meetings, and information sessions organized by CCAC before and during the program term. At a minimum, this will include 1-hour monthly meetings with CCAC staff and host partners and, at a minimum, a 1-hour monthly check-in with CCAC Fellows and CCAC staff. **Monthly meetings with host partners are typically held on the second Tuesday of each month from 1:00 - 2:00 PM.**
10. Commit to working with fellows to complete their timecards by the 15th and the end of each month, and approve all fellow timecards by the 16th and 1st of each month unless pre-approved by CCAC staff.
11. Seek opportunities to integrate Fellows' professional goals into project activities.
12. As appropriate, facilitate Fellows' transition at the end of their service term by introducing Fellows to relevant colleagues and networks.
13. **If the Site Supervisor changes during the program term, the outgoing SS will notify program staff to initiate the transfer process, providing BACR with the incoming SS's info—including name, email, phone number, and title.**

Reporting and Collective Impact Responsibilities

In order to support success, realize the Fellowship's desired collective impact, and assist with demonstrating California's commitment to service, Partner shall:

1. Advance community climate goals by developing defined project scope(s) to be completed before the service term. Defined scopes shall:
    1. Ensure service activities are consistent with the defined scope and aligned with Program goals.
    2. Keep CCAC staff apprised of project developments and/or challenges, redefine project scope(s) and goals as necessary, and specify Fellow roles in advancing projects.
    3. Identify volunteer engagement, climate action, and education or outreach targets, tracking, and reporting methods.
2. Commit to working with Fellows to submit detailed and accurate monthly climate impact reports by the **5th of each month, including**

a. Quantitative outputs for climate actions completed; volunteers recruited; people educated through structured workshops; and people engaged through training, presentations, and outreach activities.
b. Collecting and entering data on platforms as specified by BACR, including but not limited to Salesforce, GoldenVolunteer, Google Forms, Logs, and/or other tracking tools.
c. Collecting survey data for Education Events through BACR-provided pre- and post-surveys.
d. Entering volunteer names and emails in the GoldenVolunteer online platform.

3. Support broader community engagement in climate action activities by
    a. Hosting/identifying climate-related volunteer engagement activities that Fellows can support during their service term and result in **at least 100 volunteers recruited per Fellow** placed at the partner site.
    b. To the best of Host Partner and SS availability, provide financial support for volunteer events hosted by Fellows (e.g., providing funds for purchasing supplies or snacks).
    c. Posting volunteer opportunities that Fellows are involved with on Golden Volunteer.
    d. Supporting Fellow participation in climate-related high-profile volunteer events led by CV and the broader California Climate Action Corps program.
    e. Coordinate with CCAC staff to provide information and connection to the broader California Climate Action Corps initiative, including, but not limited to, one or more of the following:
        i. Assist with site visits by CCAC staff and/or California Volunteers staff and participate in media or social media to promote initiative work.
        ii. Facilitate participation in site events and leadership connections for BACR staff and/or California Volunteers staff.
        iii. Connection of CCAC Fellows across Host Partners.
2. Support broader storytelling and collective impact by
    a. Supporting any additional project reporting as requested by CCAC staff.
    b. Allowing BACR to share all reporting results with California Volunteers for required grant reporting.
    c. Sharing climate action activities and outcomes through social media and press as appropriate and tagging BACR, California Climate Action Corps, and CV communications teams where relevant.
    d. Identifying California Climate Action Corps as a partner on all public or external events in which Fellows participate, following CCAC branding guidelines.

State of Emergency

California Volunteers, Office of the Governor (CV), may declare an emergency during the Agreement. During a state-declared emergency, CV reserves the right to redirect fellow resources to support the state's disaster response and recovery efforts.

If a service activity is disrupted due to an emergency, Partner must first redirect fellows to help support state/local emergency needs identified by CV, unless such service opportunities are not available where the fellow resides.

Other Requirements

A. Not offer the California Climate Action Corps Fellow part-time work that is substantially similar to their Fellowship scope of work, nor offer them full-time employment with a start date prior to the Service Term end date.
B. If challenges arise (related to professionalism, work performance, managing expectations, etc.), the host site must report the challenges to the assigned Regional Supervisor and submit a Fellowship Support Form as soon as possible. CCAC staff will support in addressing the challenges in collaboration with the host site. The host site may not implement any disciplinary action without the approval of CCAC staff, as CCAC is the employer and implementing agency.
C. As applicable to project activities and CCAC Fellow roles, Partner is required to follow local, state, and/or federal health guidelines to ensure appropriate training, resources, and safety measures for Fellows and to avoid placing them in unsafe conditions or asking them to conduct activities without appropriate safety management protocols in place.
D. Please review the Fellowship Handbook. The Fellowship Handbook is a guiding document for supervisors and contains important information about program requirements, expectations, and resources. Each SS is expected to review this handbook before the start of the program term and contact CCAC staff with any questions. Please note: the handbook linked here is for the current program term (2025-26) and is provided for reference only. Some numbers, dates, and guidelines for the 2026-27 Fellowship will change. **You will receive an updated copy of the handbook before the start of the term.**

IV. Reimbursable Expenses

BACR does not cover expenses related to the service. All service-related expenses, including mileage expenses for CCAC Fellows traveling for their regular service, are the responsibility of the Partner. Fellows must be reimbursed within 30 days of submitting a reimbursement request to the Partner.

V. Non-appropriation of Funds

This Agreement is subject to the budget and fiscal policies, regulations, and practices of the government, and approval and appropriation of funds for this Agreement. If funds are appropriated for only a portion of a fiscal year, this Agreement will terminate, without penalty, at the end of the period for which funds are appropriated. Partner's assumption of risk of possible non-appropriation is part of the consideration for this Agreement.

VI. Mutual Indemnification

To the fullest extent permitted by law, each Party (the "Indemnifying Party") shall defend, indemnify and hold harmless the other Party, its officers, directors, employees and agents ("Indemnitees") from and against any and all claims, demands, suits, liabilities, proceedings, actions, causes of action, losses, expenses, damages, fines, and penalties (collectively, "Claims") arising out of (a) the Indemnifying Party's breach of this Agreement; (b) violations of law by the Indemnifying Party or any of its employees and authorized agents; provided, however, that any violation of law does not arise out of any

act or failure to act by the Indemnitees; and (c) the sole negligence or willful misconduct of Indemnifying Party or any of its employees and authorized agents in the performance of its duties and obligations under this Agreement.

Notwithstanding anything to the contrary in this paragraph, any obligation of the Indemnifying Party to defend, indemnify, and hold harmless the Indemnitees under this Agreement shall be limited to amounts actually covered and paid for by the Indemnifying Party's insurance.

VII. Correction and Termination

1. Either party may terminate this Agreement upon thirty (30) calendar days' written notice to the other party, with or without cause.

2. If, in BACR's reasonable discretion, Partner has failed to meet the material requirements applicable to it under this Agreement, BACR may deliver to the Partner a Letter of Corrective Action specifying (a) the deficiencies in Partner's performance, (b) the manner in which Partner shall correct such deficiencies, and (c) a reasonable period of time in which Partner shall correct such deficiencies.

   If Partner has not demonstrated in writing to BACR's reasonable satisfaction, within the time period specified in the Letter of Corrective Action, that Partner has either (i) corrected the deficiencies specified in the Letter or (ii) if such correction cannot reasonably be accomplished within such time period, taken steps to correct such deficiencies as quickly as possible, BACR shall have the right to terminate this Agreement immediately upon written notice to Partner.

3. In cases where Partner's deficiencies are severe, and BACR reasonably believes that urgent action is necessary, BACR may terminate this Agreement immediately upon written notice to Partner, without use of a Letter of Corrective Action.

4. The terms of this section are cumulative to any other termination right set forth in this Agreement, including but not limited to the termination provision under Section VIII (Default) below.

VIII. Default

This Agreement depends upon the continued availability of funds awarded by the funder. If, for any reason, the funder fails to appropriate funds or the funds become unavailable, this Agreement will be terminated by BACR without further cause. Termination can be initiated by either party for cause with no less than thirty (30) days' written notice of the decision to terminate. The 30-day notice may be waived in the event of extenuating circumstances that constitute grounds for immediate termination.

If this Agreement is terminated due to Default, BACR may terminate all other Agreements with Partner without further cause.

<u>Events of Default</u>

1. Failure to follow the non-discrimination policy.
2. Failure to maintain a safe, professional, and compliant service environment.
3. Requiring Fellow(s) to perform unallowed activities.
4. Misreporting Fellow hours and/or approving incorrect timecards.
5. Failure to follow guidance on the use of BACR People and Culture department for Human Resource matters.
6. Incoming Site Supervisor does not follow BACR Site Supervisor transition plan. Please see Item 11 under Expectations for Site Supervisors.

IX. Notices and Communications

Unless otherwise specifically provided herein, all notices and other communications shall be in writing and addressed to the person and address set forth below. All notices shall be (a) deposited in the U.S. mail, first class, certified with
return receipt requested and with appropriate postage, (b) hand delivered, (c) or via email. Notices will be considered delivered within 3 days of sending or upon receipt (whichever is earlier).

If to BACR:

BAY AREA COMMUNITY RESOURCES
11175 San Pablo Ave,
El Cerrito, CA 94530

Attn: Rola Halawanji, Program Director CCAC, rhalawanji@bacr.org

X. Publicity and Acknowledgment(s)

Partner must follow California Volunteer marketing and communication guidelines provided by CCAC. If Partner is found not to have followed these guidelines, CCAC staff will communicate the deficiencies and provide guidance on how to resolve the issue. If the Partner does not resolve the issue within the specified time period, an issue resolution pathway may be initiated.

XI. Amendment

This Agreement may be amended in writing and upon signature by an authorized representative of each party hereto.

XII. Entire Agreement

This Agreement, [and any exhibits attached hereto,] is the entire, final, complete, and fully integrated agreement between BACR and Partner with respect to the subject matter

hereof and supersedes any prior or other agreements and communications between BACR and Partner, whether written, oral, electronic, or otherwise.

XIII. Governing Law; Jurisdiction and Venue; Non-Waiver

This Agreement shall be governed by the laws of the State of California, as applied to contracts to be performed entirely within such State. For the purpose of any action or proceeding arising out of or relating to this Agreement, each Contractor and Subcontractor irrevocably submits to the exclusive jurisdiction of the state courts of California and to the jurisdiction of the United States District Court for the District of Northern California. Time is of the essence of this Agreement and of each and every provision hereof. The failure of either party to exercise any of its rights under this Agreement shall not be deemed a waiver of such rights.

XIV. Assignment

This Agreement and each of the rights and duties hereunder may not be assigned, in whole or in part, by either party, without the express written consent of the other party, which consent may be withheld for any reason.

XV. Attorney's Fees

In the event of any controversy, claim, or dispute between the parties arising out of or related to this Agreement, or the alleged breach thereof, the prevailing party shall, in addition to any other relief, be entitled to recover its reasonable attorneys' fees and costs of sustaining its position.

XVI. Force Majeure

Neither party shall be liable for the failure or delay in performance of its obligations under this agreement if such delay or failure is caused by force majeure. "Force majeure" means an occurrence that is beyond the control of the party affected and occurs without the party's fault or negligence. Force majeure may include, but is not limited to, acts of nature, acts of government (including, but not limited to, political subdivisions, school districts, or local education agencies that authorize and oversee School's charter petition) not related to breach of any legal or regulatory obligation by either party, fire, earthquake, strike, lockout, civil disorder, war or commandeering by any agency of government, epidemics, and quarantine restrictions.

Partner and BACR shall work cooperatively to address any issues of force majeure that result in the inability to operate the CCAC Fellowship.

XVII. Term of the Agreement

The term of this Agreement shall commence on **July 01, 2026, and end on December 31, 2027,** unless sooner terminated in accordance with the terms hereof.

XVIII. CONCLUSION

In Witness Whereof, the parties signify and approve their agreement:

Signatory:
DATED:

{{Agency_Application__c.Authorizing_Contact__r.Name}}
{{Agency_Application__c.Authorizing_Contact__r.Title}}
{{Agency_Application__c.Agency_Name__c}}

Implementing Agency:
DATED:

Adolfo Rivera
Director, National Service Programs
Bay Area Community Resources

April 28, 2026
PUBLIC HEARING
Item No. 6A.

City Council Agenda Report

PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN

PREPARED BY	PRESENTED BY
Matt Foulkes, Director of Community and Economic Development	Sarabeth Suarez, Housing and CDBG Analyst
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Aaron France, City Manager	Aaron France, City Manager

RECOMMENDED ACTION

1) Hold a public hearing to review and receive comments for the FY 2026-2027 Community Development Block Grant (CDBG) Annual Action Plan; 2) Adopt a resolution approving the Annual Action Plan; and, 3) Authorize submission of the Annual Action Plan and all certifications and assurances contained therein to the U.S. Department of Housing and Urban Development (HUD).

PREVIOUS CITY COUNCIL ACTION

On January 22, 2026, and February 23, 2026, the CDBG Committee held public meetings to discuss CDBG budget recommendations for Fiscal Year (FY) 2026-2027. The CDBG Committee recommended a tentative CDBG budget based on the current FY 2025-2026 CDBG allocation for City Council consideration.

On March 24, 2026, the City Council held a public hearing to review and discuss the CDBG Committee's tentative CDBG budget recommendation for FY 2026-2027. Following discussion, the City Council approved the tentative CDBG budget and authorized the City Manager to make appropriate adjustments to the budget once the City received its official CDBG allocation from HUD.

DISCUSSION

The FY 2026-2027 CDBG Annual Action Plan ("Action Plan") is an element of the City's 2025-2029 Consolidated Plan, which serves as the City's application for CDBG funds. HUD requires all grantees receiving federal funds to prepare an Action Plan that details the use of CDBG, local, and private funds to address the City's housing and community development priorities including: providing decent housing, developing a suitable living environment, and expanding economic opportunities for Buena Park residents.

On April 10, 2026, the City received its FY 2026-2027 CDBG allocation from HUD in the amount of $767,323, which is an increase of approximately 2.12% ($15,938) from the City's FY 2025-2026 allocation. As a result, all program sub-allocations were increased proportionally (Attachment 3). In addition to the CDBG allocation, the City will utilize $277,325 of prior years' unspent funds for a total amount of $1,044,648. The final CDBG budget for FY 2026-2027 was incorporated into the Action Plan.

In accordance with federal regulations and the City's Citizen Participation Plan, there were two public meetings, two public hearings, and a 30-day comment period provided throughout the Action Plan preparation process. The 30-day comment period commenced on March 26, 2026, and ended on April 28, 2026. Comments received during the public comment period and at the public hearing will be incorporated into the final Action Plan before it is submitted to HUD.

Copies of the Action Plan were available for review at the following locations:

- Buena Park website, www.buenapark.com
- Buena Park City Hall, Economic Development Division, 6650 Beach Boulevard.
- Buena Park Main Library, 7150 La Palma Avenue
- Buena Park Ehlers Event Center, 8150 Knott Avenue

PUBLIC NOTIFICATION

Public notice for the City Council public hearing and the 30-day comment period for the FY 2026-2027 CDBG Annual Action Plan was posted on March 26, 2026, and published in the *Buena Park Independent* on March 27, 2026.

BUDGET IMPACT

The FY 2026-2027 CDBG budget includes the CDBG allocation of $767,323 and $277,325 from prior years' unprogrammed funds and program income for a total amount of $1,044,648.

Attachments

26-27 CDBG AAP Resolution 4.28.26.pdf

CDBG Draft Action Plan 4.10.26.pdf

FINAL 26-27 CDBG Budget Matrix 4.10.26.pdf

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUENA PARK, CALIFORNIA, APPROVING THE FISCAL YEAR (FY) 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN AND AUTHORIZING ITS SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, the City of Buena Park receives an annual Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, in order to receive CDBG funds, the City is required to prepare and submit an Annual Action Plan to HUD by May 15, 2026, or such later date as may be permitted by HUD; and

WHEREAS, Federal regulations (24 CFR Part 91) delineate the required content of the Annual Action Plan; and

WHEREAS, on March 26, 2026, the City posted a public hearing notice and on March 27, 2026, the City published said notice regarding the April 28, 2026, public hearing for the FY 2026-2027 CDBG Annual Action Plan as well as the thirty (30) day public comment period, which commenced March 26, 2026, and ended April 28, 2026; and

WHEREAS, the City received its FY 2026-2027 CDBG allocation from HUD on April 10, 2026, and adjusted the budget amounts proportionally at the discretion of the City Manager; and

WHEREAS, the City Council held a public hearing on April 28, 2026, to receive public input on the FY 2026-2027 CDBG Annual Action Plan and has considered all public comments that were received either in writing or at the public hearing.

NOW, THEREFORE, the City Council of the City of Buena Park does hereby resolve, determine, and order as follows:

Section 1: The City Council of the City of Buena Park hereby approves the FY 2026-2027 CDBG Annual Action Plan and its submission to HUD.

Section 2: The City Manager is hereby identified as the official representative of the City to approve any necessary changes to the FY 2026-2027 CDBG Annual Action Plan and all certifications and assurances contained therein prior to submission to HUD.

Section 3: The City Manager, or his designee, is hereby identified as the official representative of the City to sign all appropriate subrecipient agreements for the use of funds approved in the FY 2026-2027 CDBG Annual Action Plan.

PASSED AND ADOPTED this 28th day of April 2026 by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

_____
Mayor

ATTEST:

_____
City Clerk

I, Adria M. Vicuña, MMC, City Clerk of the City of Buena Park, California, hereby certify that the foregoing resolution was duly and regularly passed and adopted at a regular meeting of the City Council of the City of Buena Park, held this _____ day of _____ _____.

_____
City Clerk

City of Buena Park

FY 2026 - 2027
CDBG ANNUAL ACTION PLAN

REVISED DRAFT : APRIL 10, 2026

Table of Contents

Action Plan

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 1

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b) 5

AP-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I) 6

PR-12 Participation – 91.105, 91.115, 91.200(c) and 91.300(c) 10

AP-15 Expected Resources – 91.220(c)(1,2) 12

AP-20 Annual Goals and Objectives 14

AP-35 Projects – 91.220(d) 17

AP-38 Project Summary 18

AP-50 Geographic Distribution – 91.220(f) 22

AP-55 Affordable Housing – 91.220(g) 23

AP-60 Public Housing – 91.220(h) 24

AP-65 Homeless and Other Special Needs Activities – 91.220(i) 25

AP-75 Barriers to Affordable Housing – 91.220(j) 28

AP-85 Other Actions – 91.220(k) 30

AP-90 Program Specific Requirements 91.220(l)(1,2,4) 33

List of Attachments

ATTACHMENT 1 – SF424, SF424D, and Certifications 34

ATTACHMENT 2 – Citizen Participation and Public Notices 35

ATTACHMENT 3 - – CDBG Eligible Census Tract Block Groups 36

DRAFT

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Buena Park's 2025–2029 Consolidated Plan (Consolidated Plan) is a five-year strategic planning document that identifies the City's priority housing and community development needs and establishes strategies to address those needs. The Consolidated Plan evaluates local conditions related to housing, homelessness, non-homeless special needs populations, community development, and economic opportunity. It also describes how federal resources will be allocated to address these needs and enhance the quality of life for Buena Park residents.

Through the Consolidated Plan, the City establishes a framework for the use of federal funding provided by the U.S. Department of Housing and Urban Development (HUD) to support three primary objectives: providing decent housing, creating a suitable living environment, and expanding economic opportunities—particularly for low- and moderate-income (LMI) residents.

Federal funding covered by the Consolidated Plan includes the Community Development Block Grant Program (CDBG), authorized by the Housing and Community Development Act of 1974. The CDBG Program is intended to help communities develop viable urban areas by providing decent housing, a suitable living environment, and expanded economic opportunities, primarily for low- and moderate-income persons. To be eligible for funding, all CDBG-supported activities must meet at least one of the following national objectives:

- Benefit low- and moderate-income persons;
- Aid in the prevention or elimination of slums and blight; or
- Address urgent community development needs.

The City of Buena Park is an entitlement jurisdiction and receives an annual allocation of CDBG funds directly from HUD based on population and other federal formula factors. These funds must primarily benefit low- and moderate-income households.

The Consolidated Plan serves several key functions for the City. It provides a strategic framework for addressing housing and community development needs, establishes priorities and funding strategies for federal resources, and guides program policies and investments over the five-year planning period. The plan is informed by quantitative data as well as input from residents, community stakeholders, service providers, and public agencies.

Each year during the Consolidated Plan cycle, the City prepares a one-year Action Plan, which serves as the City's annual application to HUD for CDBG funding. The 2026–2027 Annual Action Plan describes how

the City will allocate its federal housing and community development funds during the program year to address the priority needs identified in the Consolidated Plan.

The Action Plan identifies the specific activities to be funded, the resources allocated to those activities, and the anticipated outcomes to be achieved during the program year. Through these investments, the City aims to support programs and projects that provide decent housing, promote a suitable living environment, and expand economic opportunities for low- and moderate-income residents.

This Action Plan outlines the activities the City will undertake during the 2026–2027 program year and identifies the one-year goals and expected accomplishments associated with those activities.

2. Summary of the objectives and outcomes identified in the Plan

The City of Buena Park identified its priority needs and corresponding strategies through analysis of quantitative data from the Needs Assessment and Housing Market Analysis, as well as input gathered through stakeholder consultation and community participation.

The U.S. Department of Housing and Urban Development (HUD) Community Planning and Development (CPD) Outcome Performance Measurement Framework organizes program objectives into three categories: decent housing, a suitable living environment, and economic opportunity. Guided by this framework, the City's Strategic Plan establishes the priority needs and goals that direct the use of federal resources.

Based on these findings, the City has identified the following priority needs that will be addressed through activities funded in this Action Plan:

- Affirmatively further fair housing
- Increase access to affordable housing
- Support community and homeless services
- Enhance public facilities and infrastructure
- Promote economic development
- Support neighborhood revitalization efforts
- Administer programs effectively to ensure compliance and delivery

These priorities guide the allocation of resources and the selection of activities for the program year and are aligned with the broader goals established in the Consolidated Plan.

3. Evaluation of past performance

All activities funded under the Consolidated Plan, with the exception of administrative activities, must meet one of the three national objectives established by the U.S. Department of Housing and Urban Development (HUD): providing decent housing, creating a suitable living environment, or expanding economic opportunities. The City of Buena Park is responsible for ensuring that all HUD-funded activities align with these objectives, as well as with the priorities and strategies outlined in the five-year Consolidated Plan.

To evaluate program effectiveness and track progress, the City utilizes a performance measurement system consisting of the following components:

1. **Five-Year Matrix**
   This matrix summarizes the City's planned accomplishments over the five-year period and links them to HUD national objectives, expected outcomes, and the City's identified priorities and strategies.

2. **Annual Action Plan Tables**
   These tables establish measurable short-term objectives for the program year, including funded activities, units of measure, and projected accomplishments.

3. **Integrated Disbursement and Information System (IDIS)**
   The Integrated Disbursement and Information System is used to track and report activity-level data to HUD. Throughout the program year, the City enters both projected and actual accomplishments for each activity. At year-end, this information is used to update the Five-Year Matrix and Annual Action Plan tables.

4. **Consolidated Annual Performance and Evaluation Report (CAPER)**
   The CAPER serves as the City's annual performance report to HUD. It includes updates to the Five-Year Matrix and Annual Action Plan tables, documenting both planned and actual accomplishments and evaluating progress toward meeting Consolidated Plan and Action Plan goals. This report provides transparency and allows HUD, community stakeholders, and residents to monitor program performance.

During the previous year planning period (2025–2026), the City implemented a range of housing and community development activities designed to benefit extremely low-, very low-, low-, and moderate-income residents, as well as individuals and households with special needs. Additional details on past performance are available in the City's most recent CAPER, which can be accessed on the City's website.

4. Summary of citizen participation process and consultation process

The City conducted a combined community participation process for its 2026-2027 Action Plan as outlined in the Citizen Participation Plan. The City engaged in a multi-pronged approach to seek and obtain meaningful feedback from residents, agencies, and service providers, along with members of the public.

The City of Buena Park conducted outreach through the following three methods:

Notice of Funding Availability (NOFA):
A public notice was released on November 21, 2025, announcing the availability of funding and inviting applications for eligible Community Development Block Grant (CDBG) activities for Fiscal Year 2026–2027.

Public Meetings:
The City's CDBG Committee held two public meetings to discuss funding recommendations for proposed activities. The first meeting was held on January 22, 2026 (noticed on December 26, 2025), and the second meeting was held on February 23, 2026 (noticed on February 6, 2026).

Public Hearings and Public Review Period:
The City Council of the City of Buena Park conducted two public hearings related to the CDBG program. The first public hearing was held to consider approval of the proposed CDBG activities and budget for Fiscal Year 2026–2027 (noticed on March 6, 2026). The Annual Action Plan was made available for a 30-day public review and comment period from March 26, 2026, through April 28, 2026. A second public hearing was held on April 28, 2026 (noticed on March 27, 2026) to receive public comments on the Annual Action Plan.

5. Summary of public comments

Please refer to **Attachment 2**.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City accepted all comments provided during the community engagement process.

7. Summary

The City of Buena Park's 2025–2029 Consolidated Plan (ConPlan) establishes a comprehensive vision for addressing community needs, with a focus on benefiting low- and moderate-income individuals and families. The plan was developed through a collaborative process incorporating data analysis, stakeholder consultation, and community input.

The 2026–2027 Annual Action Plan implements this vision by identifying specific activities and funding allocations for the program year that respond to the priority needs outlined in the ConPlan. The City will work in coordination with local agencies and service providers to align resources, leverage funding, and effectively deliver housing and community development programs.

Through the activities funded in this Action Plan, the City seeks to address priority needs, expand opportunities, and improve living conditions for residents. These efforts are intended to produce measurable outcomes at both the individual and neighborhood levels and contribute to enhancing the overall quality of life in Buena Park.

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Action Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BUENA PARK	Community and Economic Development Department

Table 1 – Responsible Agencies

Narrative

The City's Community and Economic Development Department is primarily responsible for the preparation of the Consolidated Plan and the administration of CDBG funds.

Consolidated Plan Public Contact Information

Ms. Sarabeth Suarez
Housing & CDBG Analyst
Community & Economic Development
P: (714) 562-3591
ssuarez@buenapark.com

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

Introduction

In accordance with requirements of the U.S. Department of Housing and Urban Development (HUD), the City of Buena Park undertook a range of outreach efforts to gather input from residents and community stakeholders during the development of the Action Plan. These efforts included focus group (e.g. CDBG Committee) meetings and consultations with local and regional social service and public service agencies.

To further encourage public participation, the City notified the public that the Action Plan would be available for review and comment via the City's website and published notices in local newspapers. The draft Action Plan was available at Buena Park City Hall, Buena Park Library, Buena Park Senior Center, and the Buena Park Website (www.buenapark.com/cdbg).

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Buena Park collaborates with the County of Orange to provide input and support for public and assisted housing programs. In particular, the City works closely with the Orange County Housing Authority (OCHA) in the administration of the Housing Choice Voucher Program, which provides rental assistance to eligible low-income households. The City's participation on the Orange County Housing Authority Advisory Committee further strengthens this coordination and ensures local housing needs are represented.

To support the delivery of housing through the private market, the City partners with private developers to encourage the inclusion of affordable units within new and existing multifamily housing developments. In addition, the City collaborates with nonprofit housing organizations to expand housing opportunities for lower-income households.

These coordinated efforts support the implementation of the Consolidated Plan and guide housing-related activities funded through this Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The coordination of Orange County's Continuum of Care (OC-CoC) planning process is led by 2-1-1 Orange County in partnership with the Orange County Community Services Department. This nonprofit-public collaboration ensures comprehensive regional coordination of resources and services aimed at reducing homelessness and supporting individuals and families at risk of homelessness throughout the County. As the regional coordinator of the year-round CoC planning process, this partnership engages both public and private agencies that comprise the regional homeless system of care.

The City of Buena Park participates in the OC-CoC planning process by sharing information on locally funded activities that address homelessness. This information helps the OC-CoC prepare the regional application for HUD Homeless Assistance Grant funding. City staff also support the CoC by providing certifications of consistency with the Consolidated Plan and offering other technical assistance as needed. Additionally, the City actively participates in the biennial Point-In-Time Survey, which provides data on the region's homeless population to guide planning and resource allocation.

These partnerships and activities support the City's implementation of homelessness-related programs included in this Annual Action Plan.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Buena Park does not receive Emergency Solutions Grant funding and therefore does not participate in the allocation of ESG funds, the evaluation of ESG program outcomes, or the development of policies and procedures for the regional Homeless Management Information System (HMIS) in coordination with the OC-CoC.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Orange County Housing Authority
	Agency/Group/Organization Type	Public Housing Agency (PHA)
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding households receiving HUD rental assistance and households on the wait-list for rental housing assistance
2	**Agency/Group/Organization**	211 Orange County
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homeless Management Information System (HMIS)
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding regional homeless, and the County's coordinated entry system HMIS

3	**Agency/Group/Organization**	Fair Housing Foundation
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Impediments to Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding fair housing issues in the community and input related to impediments to fair housing, and assisted in developing action steps to address impediments to fair housing
4	**Agency/Group/Organization**	Community Services Department
	Agency/Group/Organization Type	Senior Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the housing and service needs of seniors, including homebound seniors
5	**Agency/Group/Organization**	Affordable Housing Developers
	Agency/Group/Organization Type	Nonprofit Housing Developers
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Affordable housing/workforce housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Helped identify the housing needs of lower-income renter/workforce households
6	**Agency/Group/Organization**	Boys and Girls Club of Buena Park
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency helped identify the needs of lower-income families, specifically education and childcare needs
7	**Agency/Group/Organization**	Mercy House
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information regarding the chronically homeless individuals in the community
8	**Agency/Group/Organization**	Council on Aging - Orange County
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information regarding the housing and service needs of elderly and disabled individuals residing in managed care facilities

9	**Agency/Group/Organization**	County of Orange
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Regional program information
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Various county departments provided information regarding public health, public safety, and housing programs
10	**Agency/Group/Organization Type**	Other government - State
	What section of the Plan was addressed by Consultation?	State program information
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Various State departments provided information regarding demographics, public safety, and economics

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Buena Park reached out to a wide range of relevant organizations and agencies to gather input for the development of the Action Plan. While not all contacted entities provided responses, the City focused its consultation efforts on organizations and agencies directly involved in housing, community development, and Public services.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Orange County 211	Provides regional and local point in time homeless survey data, development of the regional 10-Year Plan to End Homelessness, and development of the regional Discharge Plan
Buena Park 2021-2029 Housing Element	City of Buena Park	Provides housing priorities and program goals
Buena Park Capital Improvement Plan	City of Buena Park	Identifies priority capital improvement projects which may be CDBG-eligible
5-Yr & 1 Yr PHA Plan	Orange County Housing Authority	Identifies OCHA resources to address the housing needs of lower-income renter householders in the County and City
Orange County AFH	Orange County HUD Grantee Cities and the County of Orange	Countywide document that identifies fair housing impediments within participating cities and outlines a plan to address fair housing issues

Table 3 – Other local / regional / federal planning efforts

Narrative (optional): None.

AP-12 Participation – 91.105, 91.200(c)

Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City conducted a combined community participation process for its 2026-2027 Action Plan as outlined in the Citizen Participation Plan. The City engaged in a multi-pronged approach to seek and obtain meaningful feedback from residents, agencies, and service providers, along with members of the public.

The City of Buena Park conducted outreach through the following three methods:

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The City's CDBG Committee held two public meetings to discuss funding recommendations for proposed activities. The first meeting was held on January 22, 2026 (noticed on December 26, 2025), and the second meeting was held on February 23, 2026 (noticed on February 6, 2026).

Public Hearings and Public Review Period:
The City Council of the City of Buena Park conducted two public hearings related to the CDBG program. The first public hearing was held to consider approval of the proposed CDBG activities and budget for Fiscal Year 2026–2027 (noticed on March 6, 2026). The Annual Action Plan was made available for a 30-day public review and comment period from March 26, 2026, through April 28, 2026. A second public hearing was held on April 28, 2026 (noticed on March 27, 2026) to receive public comments on the Annual Action Plan.

Notices/Website: All meetings were announced in local newspapers with general circulation. Furthermore, the draft 2026-2027 Action Plan was posted at the Buena Park Civic Center, Ehler's Event Center, Buena Park Library, and on the City's website for public review and comment. The required 30-day public comment period ran from March 26, 2026, to April 28, 2026 (see **Attachment 2**).

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Notice	Non-targeted/broad community	A public notice was released on November 21, 2025, announcing the availability of funding and inviting applications for eligible Community Development Block Grant (CDBG) activities for Fiscal Year 2026–2027.	None	A summary of the comments received is found in **Attachment 2**	Not Applicable
2	Public Meetings	Non-targeted/broad community	The City's CDBG Committee held two public meetings to discuss funding recommendations for proposed activities. The first meeting was held on January 22, 2026 (noticed on December 26, 2025), and the second meeting was held on February 23, 2026 (noticed on February 6, 2026).	None	Not applicable	Not applicable
3	Newspaper Ad	Non-targeted/broad community	30-day public review period (3/27/25 to 4/28/26)	None	Not applicable	Not applicable
4	Public Hearings	Non-targeted/broad community	The first public hearing was held to consider approval of the proposed CDBG activities and budget for Fiscal Year 2026–2027 (noticed on March 6, 2026). A second public hearing was held on April 28, 2026 (noticed on March 27, 2026) to receive public comments on the Annual Action Plan.	None	Not applicable	Not applicable

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction:

The City anticipates it will receive an annual allocation of $767,323 in CDBG funds from HUD during the 2026-2027 Action Plan year. Additionally, the City may receive program income that is generated by the repayment of prior CDBG-funded housing rehabilitation loans and has $277,325 in prior-year funds. The City also anticipates that the County of Orange will continue to administer the federal rental assistance program in Buena Park, assisting approximately 400 households per year.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	767,323	0.00	277,325	1,044,648	2,301,969	Annual HUD CDBG allocation and prior year funds and program income. Amount available for remainder of Con Plan was calculated using three remaining years multiplied by the 2026 CDBG allocation.

Table 1 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City recognizes that the City's annual entitlement is not sufficient to meet all of the needs of the community. It is therefore important to leverage resources to achieve the goals of the City. The City works

diligently with private, state and local partners to leverage the City's CDBG funds.

The City will have CalHome funds (program income) to support housing rehabilitation activity. Additionally, the City has $300,000 in State HOME funds plus program income that can be used to support a range of HOME-eligible activities such as housing rehabilitation. In addition to these funds the City may apply for funds offered through the State of California Permanent Local Housing Program (PLHA Program). The PLHA Program was created under the Building Homes and Jobs Act (SB 2, 2017) that established a $75 recording fee on real estate documents to increase the supply of affordable homes in California. These recording fees are used to fund the State's Permanent Local Housing Program (PLHA Program). Under the PLHA Program, funding is provided through formula grants to entitlement jurisdictions. The City is an entitlement jurisdiction and is eligible to receive PLHA Program allocations. Because the number of real estate transactions recorded in each county will vary from year to year, the revenues collected will fluctuate. Between 2025 and 2029, an estimated $2,215,452 may be allocated to the City. However, according to the State representatives, with the slowing of the real estate market, the average annual allocation over the next five years is projected to be significantly less than the previous five-year period.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Buena Park does not have any public housing units. State law requires that a community provides an adequate number of sites to allow for and facilitate the production of the City's regional share of housing. To determine whether the City has enough land to accommodate its share of regional housing needs for all income groups, the City must identify "adequate sites." The City's 2021-2029 Housing Element identified several city-owned and private sites suitable for development.

Discussion:

No further discussion regarding anticipated resources at this time.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Table 2 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affirmative Further Fair Housing	2026	2027	Planning and Administration	City of Buena Park	Promote Fair Housing	CDBG: $15,320	Other: 145
2	Increase Affordable Housing Opportunities	2026	2027	Affordable Housing	City of Buena Park	Preserve/Increase Access to Affordable Housing	CDBG: $522,842	Homeowner Housing Rehabilitated: 10
3	Support Community Services and Homeless Services	2026	2027	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Buena Park	Support Community Service and Homeless Services	CDBG: $115,090	Public service activities other than Low/Moderate Income Housing Benefit: 59,785 (Graffiti 57,785, and Public Services 890) Homeless Person Overnight Shelter: 130 Homeless Prevention: 200
4	Support Neighborhood Revitalization	2026	2027	Affordable Housing Non-Housing Community Development	City of Buena Park CDBG Low/Mod Census Tract Target Area	Preserve/Increase Access to Affordable Housing Support Neighborhood Revitalization	CDBG: $253,276	Housing Code Enforcement: 575
5	Support Programs through Program Administration	2026	2027	Administration	City of Buena Park	Support Programs through CDBG Administration	CDBG: $138,120	Other: 1

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Goal Descriptions

1	**Goal Name**	**Affirmative Further Fair Housing**
	Goal Description	Planning and administration programs include: • **Fair Housing Activities**– CDBG funds will be allocated to contract with the Fair Housing Foundation to provide fair housing services to Buena Park residents. The Fair Housing Foundation activities during the 2026-27 reporting period will include: Fair Housing Community Education – Conduct fair housing community education presentations, publish and distribute fair housing newsletters, speak at public meetings, and hold training programs for consumers and housing industry professionals. Fair Housing Enforcement – Respond to housing discrimination complaints, including investigation and portfolio testing, to evaluate the merits of a fair housing claim, and if appropriate, conciliation and/or prosecution of meritorious housing discrimination cases. Tenant Legal Assistance – Provide legal assistance in court actions within the region, which involve important housing rights such as eviction, housing discrimination, substandard conditions, or retaliation for exercising a lawful right. Housing Dispute Evaluation & Resolution – Assist in evaluating housing issues/complaints. Mediation Program – Resolve disputes through certified mediators to assist housing providers/consumers to reach agreements about the disputes without litigation. During the 2026-27 Program Year, the City of Buena Park anticipates assisting 145 individuals.
2	**Goal Name**	**Increase Affordable Housing Opportunities**
	Goal Description	The City of Buena Park's Community and Economic Development and Orange County Housing Authority will continue to maintain a variety of affordable housing efforts for Buena Park residents. These activities include the following: • **Residential Rehab Program Administration**– Residential rehabilitation program administration includes qualifying homeowners, preparing rehab work specifications, oversight of rehabilitation, preparing related reporting, and loan servicing and monitoring. • **Residential Rehab Loans** - Residential rehabilitation loans to address code deficiencies and other property improvements. • **Administration of Section 8 Housing**- The City of Buena Park will continue to monitor Section 8 Housing vouchers administered by the County of Orange. There are currently 328 Buena Park residents receiving such assistance through the County. As stated, during the 2026-27 Program Year, the City of Buena Park anticipates rehabilitating 10 housing units.
3	**Goal Name**	**Support Community Services and Homeless Services**
	Goal Description	Public Service activities to be funded in 2026-2027 include: • **Graffiti Removal Program –** Remove graffiti from properties (2,000 instances). • **Senior Transportation Program –** Transportation services to and from non-emergency medical appointments for 350 seniors. • **Homeless Outreach Program –** Outreach and supportive services to connect 200 unhoused individuals with access to emergency shelters, transitional living, transportation, and other critical services. • **Giving Children Hope -** The program provides weekly food support to low-income families through the We've Got Your Back (WGYB) program. They partner with local schools to identify families that are in need of food assistance. Their goal is to assist 40 individuals throughout the program year including school children and their families. • **Mercy House Living Center –** CDBG funds to support services for 130 homeless individuals residing in a year-round shelter – funds used for security personnel. • **Friendly Center -** The program provides food distribution, case management, mental health counseling, utility and rental assistance, after-school tutoring, job development assistance, and financial literacy workshops for 500 individuals. During the 2026-27 Program Year, the City anticipates serving 890 Persons, 330 Homeless, and removing 2,000 instances of graffiti through these programs.

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4	**Goal Name**	**Neighborhood Revitalization**
	Goal Description	Property maintenance issues are significant to the community. Active Code Enforcement is needed to ensure that properties are properly maintained in accordance with City standards. Programs addressing code enforcement include: • **Code Enforcement** – Provide community preservation services through the funding of Code Enforcement Officers who will partially work only within the CDBG Low/Moderate Income Target Area of the city. During the 2026-27 Program Year, the City anticipates 575 Code Enforcement cases to be addressed within the CDBG Low/Moderate Income Census Tract Target Area.
5	**Goal Name**	**Support Programs through CDBG Administration**
	Goal Description	Planning services are needed to administer the CDBG program, to prepare planning documents, and to facilitate fair housing assistance - these services are necessary to support other Consolidated Plan priorities. Planning and administration programs include: • **Planning and Administration** – CDBG funds will be allocated for City staff administration of the CDBG program. Funds may also be used to undertake specific plans with impact to the Low- and Moderate-income target area**.** During the 2026-27 Program Year, the City of Buena Park anticipates Administering one Planning Activity.

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Projects

AP-35 Projects – 91.220(d)

Introduction:

The City aims to maximize the use of available federal, state, and local funds to create a vibrant community, develop new affordable housing opportunities, and preserve existing housing. To ensure the financial viability of projects, the City will explore funding from other sources, including the Housing Authority's set-aside funds, to support affordable housing and community development goals whenever a match, grant, or loan is needed or appropriate. The City will continue to allocate CDBG funds to projects within the CDBG Low/Moderate Census Tract Target Area or those that directly benefit low- and moderate-income residents.

To address the underserved needs of the community, the City will: collaborate with federal, state, and local agencies to provide necessary assistance to residents; work with public service providers to ensure adequate services; and focus on physical improvements in slum and blighted areas, particularly within the CDBG Low/Moderate Census Tract Target Area.

Projects

Project Name			
1.	CDBG Program Administration	7.	Senior Transportation Program
2.	Fair Housing Services	8.	Homeless Outreach Program
3.	Residential Rehabilitation Loan Program	9.	Giving Children Hope
4.	Residential Rehabilitation Program Admin	10.	Mercy House Living Centers
5.	Neighborhood Improvement/Code Enforcement	11.	Friendly Center
6.	Graffiti Removal	12.	Emergency Response Funding

Table 3 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City's goal is to fully leverage available federal, state, and local funds to create a vibrant community, expand affordable housing opportunities, and preserve existing housing. To ensure the financial feasibility of projects, the City will explore funding from other sources, such as the Housing Authority's set-aside funds, to support affordable housing and community development objectives when a match, grant, or loan is necessary or appropriate. The City will continue to direct its CDBG funding toward projects within the CDBG Low/Moderate Census Tract Target Area or those that directly benefit low- and moderate-income residents.

To address the unmet needs of the community, the City will: work closely with federal, state, and local agencies to provide essential assistance to residents; collaborate with public service providers to ensure adequate services; and focus on improving slum and blighted areas, particularly within the CDBG Low/Moderate Census Tract Target Area

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AP-38 Project Summary

Project Summary Information

1	**Project Name**	CDBG Program Administration
	Target Area	City of Buena Park
	Goals Supported	Support Programs through Program Administration
	Needs Addressed	Promote Fair Housing Support Programs through CDBG Administration
	Funding	CDBG: $138,120
	Description	CDBG Program oversight and coordination
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable.
	Location Description	6650 Beach Blvd., Buena Park, CA - City Hall
	Planned Activities	CDBG program oversight and coordination.
2	**Project Name**	Fair Housing Services
	Target Area	City of Buena Park
	Goals Supported	Affirmative Further Fair Housing
	Needs Addressed	Promote Fair Housing
	Funding	CDBG: $15,320
	Description	Fair housing outreach, education, and enforcement.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	145 Households
	Location Description	Activity will be available Citywide.
	Planned Activities	Fair housing outreach, education, and enforcement to address and eliminate impediments to fair housing
3	**Project Name**	Residential Rehabilitation Loan Program
	Target Area	City of Buena Park
	Goals Supported	Support Neighborhood Revitalization
	Needs Addressed	Preserve/Increase Access to Affordable Housing Support Neighborhood Revitalization
	Funding	CDBG: $263,486
	Description	CDBG funded residential rehabilitation loans for qualified low- and moderate-income homeowners
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	10 low- and moderate-income homeowners
	Location Description	Citywide
	Planned Activities	Residential rehabilitation loans to address code deficiencies and other property improvements.
4	**Project Name**	Residential Rehabilitation Program Administration
	Target Area	Citywide
	Goals Supported	Support Programs through Program Administration

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	Needs Addressed	Increase Affordable Housing Opportunities Support Neighborhood Revitalization
	Funding	CDBG: $259,356
	Description	CDBG funds to administer owner-occupied residential rehabilitation programs.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	10 households - "*Goal Outcome"* is a duplicate of CDBG-funded Owner-Occupied Housing
	Location Description	Citywide
	Planned Activities	Residential rehabilitation program administration includes qualifying homeowners, preparing rehab work specifications, oversight of rehabilitation, preparing related reporting, and loan servicing and monitoring
5	**Project Name**	Neighborhood Improvement/Code Enforcement
	Target Area	City of Buena Park
	Goals Supported	Support Neighborhood Revitalization
	Needs Addressed	Support Neighborhood Revitalization
	Funding	CDBG: $253,276
	Description	Enforcement of housing and building codes to arrest the physical decline of sections of the community
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	575 single and multi-family units to be inspected and brought into code compliance.
	Location Description	Citywide.
	Planned Activities	Inspection and enforcement of housing and building codes.
6	**Project Name**	Graffiti Removal
	Target Area	CDBG Low/Mod Census Tract Target Area
	Goals Supported	Support Neighborhood Revitalization
	Needs Addressed	Support Neighborhood Revitalization
	Funding	CDBG: $16,375
	Description	Removal of graffiti from properties located in CDBG-eligible areas.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	2,000 instances 57,785 residents (40,645 Low/Mod residents) living within the City's Low/Mod areas
	Location Description	Limited to CDBG-eligible areas
	Planned Activities	Remove graffiti from properties – estimated 2,000 instances
7	**Project Name**	Senior Medical Transportation Program
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services
	Needs Addressed	Support Community Service and Homeless Services
	Funding	CDBG: $26,585
	Description	Low-cost transportation services for seniors
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	350 elderly and disabled persons
	Location Description	Citywide

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	Planned Activities	Transportation services to and from non-emergency medical appointments for seniors.
8	**Project Name**	Homeless Outreach Program (City of Buena Park)
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services
	Needs Addressed	Support Community Service and Homeless Services
	Funding	CDBG: $19,945
	Description	CDBG funds to support housing and supportive services for homeless individuals
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	200 homeless individuals
	Location Description	Citywide
	Planned Activities	Outreach and supportive services to connect unhoused individuals with access to emergency shelters, transitional living, transportation, and other critical services
9	**Project Name**	Giving Children Hope
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services
	Needs Addressed	Support Community Service and Homeless Services
	Funding	CDBG: $10,245
	Description	Provides weekly food support to low-income Buena Park families through the We've Got Your Back (WGYB) program. Will partner with local schools to identify families that are in need of food assistance.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	40 individuals
	Location Description	8332 Commonwealth Ave., Buena Park
	Planned Activities	Provide weekly food support to low-income Buena Park families.
10	**Project Name**	Mercy House Living Centers (Navigation Center)
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services
	Needs Addressed	Support Community Service and Homeless Services
	Funding	CDBG: $26,585
	Description	Funding for shelter operations
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	130 homeless individuals
	Location Description	Citywide
	Planned Activities	CDBG funds to support services for homeless individuals residing in a year-round shelter – funds used for a portion of the cost to provide daily meals to individuals living in the shelter.
11	**Project Name**	Friendly Center
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services
	Needs Addressed	Support Community Service and Homeless Services

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	Funding	CDBG: $15,355
	Description	Resource center and referral services
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	500 low-income individuals
	Location Description	Citywide
	Planned Activities	The program provides food distribution, case management, mental health counseling, utility and rental assistance, after-school tutoring, job development assistance, and financial literacy workshops. In an effort to expand their services, they have opened a new "market" location called Friendly Mart, located at William Peak Park. By providing their food assistance in this larger, better equipped setting, they are offering clients the freedom to choose the foods that best meet their needs. CDBG funding will be used for a portion of Friendly Center's staff salaries and benefits for personnel that provide direct assistance to clients.
12	**Project Name**	Emergency Response Funding
	Target Area	City of Buena Park
	Goals Supported	Support Community Services and Homeless Services Support Neighborhood Revitalization Support Programs through Program Administration
	Needs Addressed	Promote Fair Housing Preserve/Increase Access to Affordable Housing Support Community Service and Homeless Services Enhance Public Facilities and Infrastructure Promote Economic Development Support Neighborhood Revitalization Support Programs through CDBG Administration
	Funding	$0
	Description	Activity for urgent need.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	To be determined.
	Location Description	To be determined.
	Planned Activities	The program provides funding for urgent need.

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Activities slated for CDBG funding during FY 2026-2027 will primarily be available citywide to income-eligible individuals. Program staff will ensure that program beneficiaries are income eligible. A list of the City's CDBG Eligible Areas (**Attachment 3**: CDBG Eligible Census Tract Block Groups) provides a view of the areas where CDBG resources may be focused on an "area-wide" basis (e.g., code enforcement and graffiti removal).

Geographic Distribution

Target Area	Percentage of Funds
City of Buena Park	75
CDBG Eligible Area	25

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Buena Park's rationale for prioritizing CDBG funds to directly benefit the low- and moderate-income population, or to be allocated within census tracts/block groups identified as low- or moderate-income, remains consistent with the approach outlined in the Consolidated Plan (Strategic Plan, Section 10).

Discussion:

As indicated above, CDBG funds primarily focus on programs that serve lower-income residents, irrespective of where they live. As the City invests in neighborhoods, it is also expected to create a synergy whereby residents will also invest in their homes and community.

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Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction:

The City of Buena Park has established one-year Action Plan goals for the provision of affordable housing in the following areas: homeowner rehabilitation (assisting ten households). For further details on these housing goals, please refer to AP-20. The City will utilize CDBG and State funds to provide residential rehabilitation assistance to qualified homeowners. CDBG funds will be used to provide rehabilitation loans and grants - State funds will be used to fund rehabilitation loans. Additionally, the data below outlines the number of homeless, special-needs, and other families assisted with affordable housing. One-year goals for rental assistance and the production of new housing units are also included.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	**10**

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	**10**

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion:

Due to limited resources, the City will focus FY 2026-2027 CDBG funds on residential rehabilitation of existing owner-occupied housing units. While not the program's primary focus, some special-needs households (senior and disabled) may be assisted during the year. Information in Table 10 and Table 11 is for CDBG-funded activities only. The City will also implement a residential rehabilitation loan program utilizing State HOME funds to rehabilitate housing units occupied by low- and moderate-income homeowners. OCHA will provide rental assistance to an estimated 316 Buena Park households.

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AP-60 Public Housing – 91.220(h)

Introduction:

The City of Buena Park does not own or operate any public housing projects. However, the City remains committed to supporting and encouraging the efforts of the Orange County Housing Authority in coordinating between private housing providers and social service agencies. Currently, 63 families, 75 individuals with disabilities, and 178 elderly residents are receiving Section 8 voucher assistance, while 30 Buena Park veterans are benefiting from Veterans Affairs Supportive Housing (VASH) assistance through the Orange County Housing Authority.

Actions planned during the next year to address the needs to public housing

The City does not own or operate public housing, and no public housing developments are proposed for Program Year 2026-27.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion:

No further discussion at this time.

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AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction:

To address the regional needs of homeless individuals and families, the City of Buena Park participates in the Continuum of Care (CoC) program sponsored by the County of Orange. The purpose of the Continuum of Care Homeless Assistance Programs is to fund projects that fill gaps in the locally developed Continuum of Care system, helping homeless individuals move toward self-sufficiency and permanent housing. A key component of this effort is funding projects that align with the Department's goal of ending chronic homelessness.

According to the results of the most recent data available, on any given night in Buena Park, approximately 379 people are homeless of which 186 are unsheltered and 193 are sheltered. Because there is limited data regarding Buena Park's homeless population, it is generally assumed that the characteristics of the City's homeless population are similar to those of the County as a whole. General demographic information regarding the Orange County's homeless population includes the following:

- Gender: An estimated 44.71% of the County's homeless are female, and 54.81% male.
- Race/Ethnicity: The 2024 PITS estimates 65.57% of the County's homeless are racially White, 10.45% Black/African American, 1.62% "Multi-racial/Other," 1.14% American Indian/Alaska Native, 3.27% Asian and 1.68% Native Hawaiian/Pacific Islander. An estimated 46.23% are Hispanic/Latino
- Age: The 2024 PITS estimates 18.8% of the County's homeless are under the age of 18, 4.64% age 18-24, 13.46% age 25-44, 17.02% age 45-54, 15.59% age 55-61, and 14.49% age 62 and older

As the Consolidated Plan outlines, the City's homeless strategy emphasizes preventing homelessness. HUD's Strategies for Preventing Homelessness states, "Homelessness prevention is an essential element of any effort to end homelessness either locally or nationwide." This HUD report indicates it is less expensive and disruptive to keep a household housed in place. The City will fund safety-net services such as after-school childcare and referrals/case management for lower-income households to assist the near-homeless. To help individuals who are already homeless, the City will allocate CDBG resources for chronically homeless outreach and in support of emergency shelter operations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will allocate CDBG funding for homeless outreach services. In prior years, the City utilized nonprofit partners for these services. For FY 2026-2027, the City will use in-house staff to provide a multi-faceted homeless outreach program to engage the chronically homeless, assess their needs, and link individuals to appropriate housing and service options. CDBG funding will be used to connect homeless

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individuals with emergency shelter, interim housing, transportation, and other supportive services.

Addressing the emergency shelter and transitional housing needs of homeless persons

For FY 2026-2027, a portion of CDBG funds allocated to City program staff may be utilized to pay for temporary housing (hotel shelter for homeless individuals participating in the outreach program). CDBG funding is also allocated to Mercy House to support the operation of the City's Navigation Center, which provides 149 beds for homeless individuals (year-round shelter and multi-service center).

No CDBG funding is allocated for transitional housing; however, one transitional housing shelter and one permanent supporting housing community in the City provide approximately 96 beds for homeless families.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

As outlined above, the City will focus resources on preventing homelessness and assisting those already homeless. The City's Homeless Outreach Program will focus CDBG resources on helping chronically homeless individuals with support services and access to temporary housing. Mercy House will provide emergency shelter, counseling/referral services, and housing navigation for homeless individuals.

OCHA reports that 12 formerly homeless households in Buena Park receive a rental assistance voucher. Additionally, 4 households receive housing assistance via the Emergency Housing Voucher program and 30 veterans receive special Veterans Affairs Supportive Housing (VASH) housing vouchers. The VASH program combines Housing Choice Voucher rental assistance for homeless veterans (provided by HUD) with case management and clinical services provided by the Department of Veterans Affairs. The City will also continue to support homeless services agencies by providing Certifications of Consistency with the Consolidated Plan (if applicable and merited). Finally, the City will continue to support the regional CoC as it seeks solutions and resources to address Orange County's homeless issues.

The City recognizes that homeless individuals often require affordable or subsidized housing to successfully transition to independent living. The Orange County Housing Authority will continue to assist homeless individuals on the Section 8 waiting list. The City also acknowledges the valuable efforts of local nonprofits and churches that work tirelessly to provide support and services for the homeless in the community.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care

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and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

As outlined above, the City will focus resources on preventing homelessness and assisting those already homeless. The City's Homeless Outreach Program will focus CDBG resources on helping chronically homeless individuals with support services and access to temporary housing. Mercy House will provide emergency shelter, counseling/referral services, and housing navigation for homeless individuals.

Discussion:

Throughout the 2026-27 Program Year, the City of Buena Park will continue to support the priority needs and performance goals outlined in its Consolidated Plan, focusing on strategies to address homelessness. The City's homeless strategy is to prevent homelessness by supporting local service providers that provide safety net services. Safety net services help households at risk of homelessness to redirect limited income toward housing. Significant CDBG funds are also allocated for homeless outreach, emergency shelter, and appropriate supportive services.

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AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Barriers or impediments to affordable housing are caused when the incentive to develop this housing is removed due to excessive development costs or the lack of community commitment. Some development costs are motivated by economic conditions and other issues that affected the real estate market and are outside the control of local government. In addition, the development of affordable housing is affected by both the economic market conditions and the housing policies of federal, state and local governments, and the "Not In My Back Yard" (NIMBY) phenomenon.

Although federal and state environmental regulations are implemented at the local level, these policies have and seem to continue to add to the cost of development. Public policy and community issues that may potentially affect the cost of development and housing projects within the City include the following:

- Land use development
- Cost of labor and materials
- Cost of land
- Environmental problems (wastewater, floodplains, and capacity)
- Deed restrictions and covenants

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

As outlined in the Consolidated Plan, the City has implemented indirect assistance programs to mitigate the negative impacts caused by barriers to affordable housing.

The City can grant several types of density bonuses that can provide an incentive for the development of affordable housing:

- Site Area bonus
- Affordable Senior Housing Area bonus
- Affordable Housing Area bonus
- Planned Development and Cluster Planning bonus
- State Density bonus

The City has also created a Housing Opportunities Overlay designation. The base density for the overlay designation is 30 units per acre. For single-family residential developments that apply cluster or planned development designs, a cluster bonus of 20% may be granted, reducing the average lot size and increasing the density permitted.

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The City can also offer reduced parking requirements to facilitate affordable senior housing development and transitional housing. The City does not provide a waiver of fees for the development of affordable housing; however, the City does have discretion in calculating specific impact fees (such as park and recreational facilities fees) for affordable housing projects. Finally, barriers created by permit processing time are addressed by providing "one-stop processing," thereby eliminating duplication of effort.

There is no local tax.

Discussion:

The City's Housing Element identifies several barriers to developing affordable housing opportunities. The Housing Element has also identified actions the City can take to reduce the impact of these barriers on affordable housing development. Two affordable housing projects are slated for completion during the fiscal year using the City's incentives.

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AP-85 Other Actions – 91.220(k)

Introduction:

The five-year Consolidated Plan includes a housing and homeless needs assessment, outlining estimated housing needs for Low- and Moderate-income residents, special needs populations, and the homeless. During the 2026-27 Program Year, the City of Buena Park will take the following actions to address obstacles to meeting underserved needs, focusing on goals such as fostering and maintaining affordable housing, removing barriers to affordable housing, developing institutional structures, enhancing coordination between public and private housing and social services agencies, improving public housing, and utilizing available federal, state, and local resources.

Actions planned to address obstacles to meeting underserved needs

To meet the needs of Buena Park's underserved population, the City will make efforts to:

- Coordinate with federal, state, and local agencies to provide appropriate assistance to residents.
- Collaborate with public service providers to ensure adequate services are available.
- Work to improve physical conditions in slum and blighted areas, focusing on neighborhoods with high concentrations of Low- and Moderate-income residents.

Actions planned to foster and maintain affordable housing

The City of Buena Park has identified the activities it will undertake during FY 2026-2027 to foster and maintain affordable housing. These actions include implementing programs such as owner-occupied residential rehabilitation to maintain and improve housing currently occupied by low- and moderate-income residents. By providing deferred payment loans and grants, lower-income households can rehabilitate their residence to a standard that meets basic health and safety regulations and incur zero or minimal additional housing costs. An estimated ten housing units will be assisted with CDBG-funded loans and grants during FY 2026-2027. State HOME program income funds will also be available to assist homeowners with rehabilitating their primary residence.

Additionally, two affordable housing developments underway, including units reserved for lower-income households. Both projects are slated for completion during the FY 2026-2027 reporting period.

Actions planned to reduce lead-based paint hazards

In Orange County, lead poisoning is addressed by the Orange County Health Care Agency Public Health Services' Lead Poisoning Prevention Program. The Lead Poisoning Prevention Program provides services to the community to increase awareness of lead hazards, and provides resources to parents, medical providers, homeowners, contractors, and workers.

The State of California and the County of Orange Department of Public Health report that in 2022, 1.88% of 25,152 Orange County children under age six that were screened for blood lead levels had high Blood

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Lead Levels. This County level data suggests lead-based hazards throughout the community are minimal. There is no recent data available specifically to the City of Buena Park. However, according to 2016 – 2020 ACS data, over 77% of all of the City's housing was constructed prior to 1980 and have the potential to contain lead-based paint. To address the potential threat of lead-based paint within homes in Buena Park, the City will implement into its housing policies over the next five years the following:

- Include lead-based paint hazard reduction as an eligible rehabilitation activity through the City's CDBG Residential Rehabilitation Loan program.
- Review existing regulations, housing and rehabilitation codes to assure lead- based paint hazard reduction is incorporated.
- Require testing and hazard reduction in conjunction with rehabilitation.
- Require inspections for lead at appropriate times when housing is otherwise being inspected or evaluated
- Ensure information is available to educate residents about lead poisoning at public counters at City Hall, community centers, and on the City's website.

To ensure compliance with program regulations, all housing units constructed before 1978, rehabilitated with HUD resources, will be tested for lead-paint hazards. If lead is found, additional assistance may be provided to eliminate or mitigate lead hazards to comply with current federal lead-based paint regulations.

Actions planned to reduce the number of poverty-level families

According to the U.S. Census Bureau (2016-20 ACS Table S1701), 8.6% of the City's population is living in poverty. The Census Bureau reports that 11.1% of Buena Park residents aged 65 and older are living in poverty, as are 9.6% of residents age 18 years and younger.

The City has identified several activities and services that can be implemented to combat poverty:

- Implement housing programs (including housing rehabilitation assistance) for lower-income households with children and seniors
- Support rental assistance programs provided by OCHA for very low-income renters, especially senior households and households with children
- Support homeless prevention services for individuals presently housed but at risk of homelessness. As resources permit, assist those already homeless in need of emergency shelter, transitional housing, rapid rehousing, and permanent supportive housing
- Support public services that provide a social safety net for lower-income households such as childcare, counseling, and other forms of assistance
- Implementation of the City's Economic Development Strategy to create an environment that is conducive to building and sustaining businesses and employment opportunities, especially for lower-income persons

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Actions planned to develop institutional structure

The City has developed an institutional structure to help identify and access resources to improve the community. For example, the City will work with nonprofit public entities to deliver social services to the community's most vulnerable populations, such as seniors and households at risk of homelessness. As a supporter of the Orange County Continuum of Care Community Forum, the City will provide critical information to the County of Orange to prepare the County's Continuum of Care Homeless Assistance grant applications. Buena Park will provide vital resources to support the County's system of care. Finally, the City will continue to assist the Orange County Housing Authority in implementing its Five-year Public Housing Authority (PHA) Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

Although Buena Park does not own or operate public housing, it will continue to support the Orange County Housing Authority's efforts to coordinate housing resources with social service agencies. The City will work to enhance collaboration between private housing providers and social service organizations to ensure comprehensive assistance for residents in need.

Discussion:

Through these planned actions, Buena Park aims to effectively address the underserved needs of its community, ensuring access to safe, affordable housing and necessary social services for vulnerable populations.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

A description of all CDBG funds expected to be available during the 2026-27 program year is provided in Section AP-35 (Projects) of the Action Plan. The City has no urban renewal settlements, grant funds returned to the line of credit or income from float-funded activities.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1.	The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	0
2.	The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3.	The amount of surplus funds from urban renewal settlements	0
4.	The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5.	The amount of income from float-funded activities	0
Total Program Income:		**0**

Other CDBG Requirements

1.	The amount of urgent need activities	0
2.	The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

Discussion:

The City will meet the overall 70% low- and moderate-income benefit requirement of the CDBG program over one Program Year: 2026.

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ATTACHMENT 1 – SF424s and Certifications

To Be Inserted In Final

DRAFT

ATTACHMENT 2 – Citizen Participation and Public Notices

To Be Inserted In Final

DRAFT

AFFP
CDBG Funding -Almquist

Affidavit of Publication

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of BUENA PARK/ANAHEIM INDEPENDENT, a newspaper of general circulation, published ONCE WEEKLY in the city of Buena Park, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of February 06, 1990, Case Number A-151797; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

November 21, 2025

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Buena Park/Anaheim Independent

Subscribed to and sworn by me this 21st day of November 2025.

00007220 00158511

74
IND-CITY OF BUENA PARK (CL)
6650 BEACH BLVD
BUENA PARK, CA 90622

CITY OF BUENA PARK
PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the City of Buena Park is currently accepting applications for eligible Community Development Block Grant (CDBG) funded activities for Fiscal Year (FY) 2026-2027. The City anticipates receiving approximately $751,000 in CDBG funds from the Department of Housing and Urban Development (HUD). Fifteen percent (15%) or approximately $112,650 of the City's CDBG allocation may be granted and distributed to public service activities that benefit Buena Park residents. Proposed activities must meet at least one of the following HUD national objectives:

1) Benefit low- and moderate-income persons;
2) Aid in the prevention or elimination of slums or blight; or
3) Meet a need having a particular urgency.

The CDBG program guidelines and application will be available on the City's website www.buenapark.com/cdbg or may be emailed upon request as of November 21, 2025. Applications must be submitted via U.S. Mail or in person at the Buena Park City Hall Economic Development Division office by December 18, 2025, at 5:00 p.m. Applications will not be accepted after the deadline.

Any questions regarding the FY 2026-2027 CDBG funding application should be directed to Sarabeth Suarez at (714) 562-3591 or via email at ssuarez@buenapark.com.

Adria M. Jimenez, MMC
Director of Government and Community Relations/City Clerk
Buena Park Independent 11/21/2025-158511

AFFP
Pre CDBG -Almquist

Affidavit of Publication

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of BUENA PARK/ANAHEIM INDEPENDENT, a newspaper of general circulation, published ONCE WEEKLY in the city of Buena Park, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of February 06, 1990, Case Number A-151797; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

December 26, 2025

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Buena Park/Anaheim Independent

Subscribed to and sworn by me this 26th day of December 2025.

00007220 00159337

74
IND-CITY OF BUENA PARK (CL)
6650 BEACH BLVD
BUENA PARK, CA 90622

CITY OF BUENA PARK
PUBLIC MEETING NOTICE

The City of Buena Park Community Development Block Grant (CDBG) Committee will hold a public meeting in the Council Chamber of City Hall, 6650 Beach Boulevard, Buena Park, CA, 90621, on Thursday, January 22, 2026, at 6:00 p.m., or as soon thereafter as can be heard, to discuss activity funding for the upcoming 2026-2027 CDBG program year.

Any person with impairment pursuant to the Americans with Disability Act who needs special accommodations should call the City Clerk at (714) 562-3750.

If you would like to participate in the public meeting and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the City Clerk's Office at (714) 562-3750, 48 hours prior to the meeting.

Further information may be obtained from the Economic Development Division, (714) 562-3591.

Adria M. Jimenez, MMC
Director of Government and Community Relations/City Clerk
Buena Park Independent 12/26/2025-159337

AFFP
CDBG Committee -Almquist

Affidavit of Publication

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of BUENA PARK/ANAHEIM INDEPENDENT, a newspaper of general circulation, published ONCE WEEKLY in the city of Buena Park, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of February 06, 1990, Case Number A-151797; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

February 06, 2026

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Buena Park/Anaheim Independent

Subscribed to and sworn by me this 6th day of February 2026.

00007220 00160572

74
IND-CITY OF BUENA PARK (CL)
6650 BEACH BLVD
BUENA PARK, CA 90622

CITY OF BUENA PARK
PUBLIC MEETING NOTICE

The City of Buena Park Community Development Block Grant (CDBG) Committee will hold a public meeting in the Council Chamber of City Hall, 6650 Beach Boulevard, Buena Park, CA 90621, on Monday, February 23, 2026, at 6:00 p.m., or as soon thereafter as can be heard, to discuss activity funding for the 2026-2027 CDBG program year.

Any person with impairment pursuant to the Americans with Disability Act who needs special accommodations should call the City Clerk at (714) 562-3750.

If you would like to participate in the public meeting and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the City Clerk's Office at (714) 562-3750, 48 hours prior to the meeting.

Further information may be obtained from the Economic Development Division, (714) 562-3591.

Adria M. Vicuña, MMC
Director of Government & Community Relations/ City Clerk
Buena Park Independent 2/6/2026-160572

AFFP

CDBG FY26-27 -Almquist

Affidavit of Publication

STATE OF CALIFORNIA } SS
COUNTY OF ORANGE }

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of BUENA PARK/ANAHEIM INDEPENDENT, a newspaper of general circulation, published ONCE WEEKLY in the city of Buena Park, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of February 06, 1990, Case Number A-151797; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

March 06, 2026

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Buena Park/Anaheim Independent

Subscribed to and sworn by me this 6th day of March 2026

00097220 00161378

74
IND-CITY OF BUENA PARK (CL)
6650 BEACH BLVD
BUENA PARK, CA 90622

NOTICE IS HEREBY GIVEN that the City Council of the City of Buena Park will hold a public hearing in the Council Chamber of City Hall, 6650 Beach Boulevard Buena Park, California 90621, on **Tuesday, March 24, 2026, at 6:00 p.m.** or as soon as possible thereafter as the matter can be heard to consider approving the proposed Community Development Block Grant (CDBG) activities and budget for Fiscal Year (FY) 2026-2027.

The City's CDBG Committee is recommending the following activities and budget for FY 2026-2027:

ACTIVITY	GRANT AMOUNT
Planning and Administration	
CDBG Program Administration	$ 135,255
Fair Housing Foundation	$ 15,000
Housing Preservation	
Residential Rehabilitation Program Administration	$ 255,955
Residential Rehabilitation Loans	$ 260,000
Neighborhood Improvement/Code Enforcement Program	$ 250,000
Public Services	
Graffiti Removal Program	$ 16,000
Senior Transportation Program	$ 26,000
Homeless Outreach Program	$ 19,500
Mercy House Living Centers	$ 26,000
Friendly Center	$ 15,000
Giving Children Hope	$ 10,000
TOTAL	$1,028,710

The City anticipates receiving approximately $751,385 in CDBG funds from HUD and may allocate approximately $277,325 from unprogrammed funds for a total of $1,028,710. Once the City receives its official CDBG allocation, the proposed amounts may be adjusted accordingly without further public notice.

The public may submit written comments regarding the proposed CDBG activities and budget to the Economic Development Division, 6650 Beach Blvd., Buena Park, CA 90621, beginning March 5, 2026. Comments must be submitted no later than Tuesday, March 24, 2026 at 5:00 p.m. Comments or requests for additional information may be directed to Sarabeth Suarez at the above address or by calling (714) 562-3591.

ALL INTERESTED PERSONS HAVE THE RIGHT TO APPEAR AND BE HEARD. If you challenge this item in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Any person with impairment pursuant to the Americans with Disability Act who needs special accommodations should call the City Clerk at (714) 562-3750.

If you would like to participate in the public hearing and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the City Clerk's Office at (714) 562-3750, 48 hours prior to the meeting.

Adria M. Vicuña, MMC
Director of Government and Community Relations/City Clerk
Buena Park Independent 3/6/2026-161378

AFFP

162030 CDBG Act Plan -Almquist

Affidavit of Publication

STATE OF CALIFORNIA } SS
COUNTY OF ORANGE }

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of THE INDEPENDENT, a newspaper of general circulation, published ONCE WEEKLY in the city of Anaheim, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of December 05, 2003, Case Number A-221443; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

March 27, 2026, April 01, 2026

That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Beverly Lavallee

The Independent

Subscribed to and sworn by me this 1st day of April 2026.

NOTICE IS HEREBY GIVEN that the City Council of the City of Buena Park will hold a public hearing in the Council Chamber of the Civic Center, 6650 Beach Boulevard, Buena Park, California 90621, on Tuesday, April 28, 2026, at 6:00 p.m. or as soon as possible thereafter as the matter can be heard to consider approving the Fiscal Year (FY) 2026-2027 Community Development Block Grant (CDBG) Annual Action Plan ("Action Plan").

The Action Plan outlines the City's housing and community development activities, goals, and resources. In accordance with federal requirements and the City's Citizen Participation Plan, a 30-day comment period will be held to give the public the opportunity to review the Action Plan.

The Action Plan is available for review at the following locations:

- Buena Park City Hall, Economic Development Division, 6650 Beach Boulevard
- Buena Park Library, 7150 La Palma Avenue
- Buena Park Senior Center, 8150 Knott Avenue
- Buena Park Website, http://www.buenapark.com/cdbg

Written comments with respect to the Action Plan will be accepted by the City's Economic Development Division beginning March 27, 2026, and must be received no later than April 28, 2026 at 5:00 p.m. Comments or requests for additional information may be directed to Sarabeth Suarez by calling (714) 562-3591 or emailing ssuarez@buenapark.com. Comments obtained during the comment period will be incorporated into the Action Plan.

ALL INTERESTED PERSONS HAVE THE RIGHT TO APPEAR AND BE HEARD. If you challenge this item in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

Any person with impairment pursuant to the Americans with Disability Act who needs special accommodations should call the City Clerk at (714) 562-3750.

If you would like to participate in the public hearing and would like translation in Chinese, Korean, Spanish, Tagalog, or Vietnamese, please contact the City Clerk's Office at (714) 562-3750, 48-hours prior to the meeting.

Adria M. Vicuña, MMC
Director of Government & Community Relations/City Clerk
Buena Park Independent 3/27/2026-162030

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74
IND-CITY OF BUENA PARK (CL)
6650 BEACH BLVD
BUENA PARK, CA 90622

ATTACHMENT 3 - – CDBG Eligible Census Tract Block Groups

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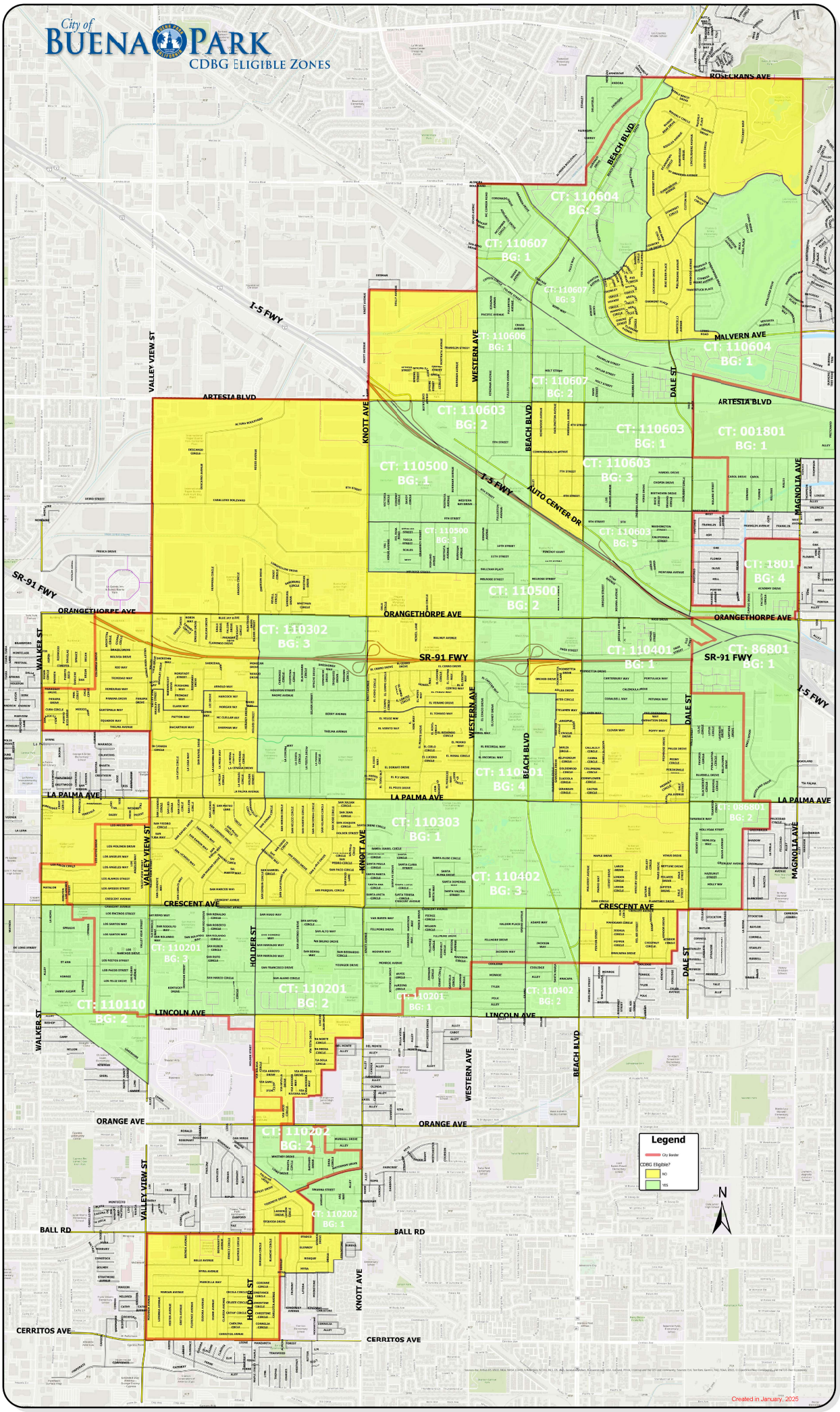
City of BUENA PARK
CDBG Eligible Zones
CT: 110604 BG: 3
CT: 110607 BG: 1
CT: 110607 BG: 3
CT: 110606 BG: 1
CT: 110607 BG: 2
CT: 110604 BG: 1
CT: 110603 BG: 2
CT: 110603 BG: 1
CT: 001801 BG: 1
CT: 110500 BG: 1
CT: 110603 BG: 3
CT: 110500 BG: 3
CT: 110603 BG: 5
CT: 1801 BG: 4
CT: 110500 BG: 2
CT: 110302 BG: 3
CT: 110401 BG: 1
CT: 86801 BG: 1
CT: 110401 BG: 4
CT: 110303 BG: 1
CT: 886801 BG: 2
CT: 110402 BG: 3
CT: 110201 BG: 3
CT: 110201 BG: 2
CT: 110110 BG: 2
CT: 110201 BG: 1
CT: 110402 BG: 2
CT: 110202 BG: 2
CT: 110202 BG: 1
I-5 FWY
SR-91 FWY
AUTO CENTER DR
ROSECRANS AVE
MALVERN AVE
ARTESIA BLVD
ORANGETHORPE AVE
LA PALMA AVE
CRESCENT AVE
LINCOLN AVE
ORANGE AVE
BALL RD
CERRITOS AVE
BEACH BLVD
WESTERN AVE
DALE ST
KNOTT AVE
HOLDER ST
VALLEY VIEW ST
WALKER ST
MAGNOLIA AVE
Legend
City Border
CDBG Eligible?
NO
YES
N
Created in January, 2025

City of Buena Park
Fiscal Year (FY) 2026-2027 Community Development Block Grant (CDBG) Budget Matrix

FY 2026-2027 CDBG Allocation*	$767,323
Estimated Unprogrammed Funds/Program Income	$277,325
TOTAL	**$1,044,648**

Administrative & Planning Cap 20%	$153,464
Public Service Cap 15%	$115,098

	FY 2025-2026 Approved Budget	FY 2026-2027 Sub-Recipient Requests	CDBG Committee Recommendation 2/23/2026	City Council Approved Budget w/ Final CDBG Allocation Adjustment
Grant Administration (Sub-Total cannot exceed $153,464)				
Program Administration	$ 134,730	$ 140,000	$ 135,255	$ 138,120
Fair Housing Foundation	$ 15,530	$ 16,000	$ 15,000	$ 15,320
Sub-Total	**$ 150,260**	**$ 156,000**	**$ 150,255**	**$ 153,440**
Housing Preservation				
Residential Rehabilitation Program Administration	$ 239,980	$ 255,955	$ 255,955	$ 259,356
Residential Rehabilitation Loans	$ 244,884	$ 260,000	$ 260,000	$ 263,486
Neighborhood Imp./Code Enforcement	$ 220,390	$ 279,490	$ 250,000	$ 253,276
Sub-Total	**$ 705,254**	**$ 795,445**	**$ 765,955**	**$ 776,118**
Public Services (Sub-Total cannot exceed $115,098)				
Graffiti Removal Program	$ 16,700	$ 24,750	$ 16,000	$ 16,375
Senior Transportation Program	$ 26,790	$ 33,690	$ 26,000	$ 26,585
Homeless Outreach Program	$ 19,410	$ 20,000	$ 19,500	$ 19,945
Mercy House Living Centers	$ 26,790	$ 30,000	$ 26,000	$ 26,585
Friendly Center	$ 13,300	$ 87,000	$ 15,000	$ 15,355
Giving Children Hope	$ -	$ 25,000	$ 10,000	$ 10,245
Harm Reduction Circle	$ -	$ 22,750	$ -	$ -
Boys and Girls Club	$ 9,710			
Sub-Total	**$ 112,700**	**$ 195,440**	**$ 112,500**	**$ 115,090**
GRAND TOTAL	**$ 968,214**	**$ 1,146,885**	**$ 1,028,710**	**$ 1,044,648**

***FY 2026-2027 CDBG allocation is $15,938 more than the FY 2025-2026 CDBG Allocation (2.12% increase)**

Approved by City Council - 3.24.26
Adjusted for Final CDBG Allocation - 4.10.26

April 28, 2026
STUDY SESSION
Item No. 9A.

City Council Agenda Report

DISCUSS AND PROVIDE DIRECTION REGARDING A FEASIBILITY ANALYSIS FOR THE CONVERSION OF SAN ANTONIO PARK FROM A SINGLE-USE FACILITY TO A MULTI-USE PARK

PREPARED BY	PRESENTED BY
Connie Hurtado, Community Services Supervisor	Alex Alarcon , Community Services Coordinator
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Jim Box, Director of Community Services	Aaron France, City Manager

DISCUSSION

On January 13, 2025, Vice Mayor Hoque requested City Council discussion on whether to initiate a feasibility analysis to evaluate the potential conversion of San Antonio Park from a single-use softball facility to a multi-use park that better serves the broader community.

San Antonio Park has historically functioned as a single-use park dedicated primarily to girls softball. The Buena Park Girls Softball League has utilized the field for many years, contributing to recreational opportunities for youth in the community. However, participation in the league has steadily declined over recent years. For the current season, the league consists of only three teams, with approximately 52 registered participants. This decline has resulted in significantly reduced utilization of the park.

Additionally, during recent community canvassing efforts conducted by the Vice Mayor, surrounding residents expressed concerns regarding the park's limited use. Feedback indicated that many residents perceive the park as underutilized and inaccessible, particularly during non-game hours. Some residents also reported avoiding the park during evening hours due to the lack of general activity associated with its single-use design.

The current configuration of San Antonio Park as a single-use facility limits its accessibility and benefit to the broader community. As participation in organized softball continues to decline, the opportunity exists to re-imagine the space to better align with current recreational needs and community preferences.

If directed by the City Council, staff would undertake a feasibility analysis that could include:

- Evaluation of existing park usage and community needs
- Assessment of potential multi-use design concepts (e.g., open green space, walking paths, playgrounds, fitness areas, and flexible sports areas)
- Engagement with stakeholders, including the Girls Softball League and nearby residents
- Cost estimates and potential phasing strategies
- Consideration of safety, accessibility, and long-term maintenance

As part of the feasibility analysis, staff would explore potential external funding sources to support park improvements, including:

- Statewide Park Development and Community Revitalization Program (SPP): This program provides grant funding for park development projects, particularly in undeserved communities. Eligibility requires that projects include new development elements, making a transition to a multi-use park a strong candidate for funding.
- National Fitness Campaign Grant: This grant supports the installation of outdoor Fitness Courts equipped with accessible exercise stations designed for public use. Incorporating such amenities could enhance community health and activate the park throughout the day.
- Providence St. Jude Grant: This funding opportunity, offered through Providence St. Jude Medical Center, supports community-based projects that promote health, wellness, and active lifestyles. Improvements such as walking paths, fitness equipment, and open recreational spaces may align well with the grant's objectives and could provide an additional funding source to support park enhancements.

Pursuit of these funding opportunities could significantly offset capital improvement costs associated with park redevelopment.

San Antonio Park presents an opportunity to better serve the community by transitioning from a single-use softball facility to a more inclusive, multi-use recreational space. With declining participation in organized softball and increasing community interest in broader park amenities, a feasibility analysis would provide valuable insight into how best to maximize the park's potential.

Should the City Council provide direction to proceed, staff will:

1. Initiate a feasibility study with community engagement process
2. Coordinate with the Girls Softball League to understand future needs and potential accommodations
3. Develop conceptual design options and preliminary cost estimates
4. Identify and pursue grant funding opportunities
5. Return to City Council with findings and recommendations for further action

BUDGET IMPACT

There is no immediate fiscal impact associated with providing direction to staff. Future costs related to feasibility studies, design, and construction would be identified and presented to the City Council at a later date.

Attachments

Attachment 1 - Comments from April 14, 2026 CC Meeting.pdf

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 4:06 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: FW: Public Comment Item 9c

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

Adria M. Vicuña, MMC
Director of Government & Community Relations/ City Clerk City Clerk's Office
P: (714) 562-3750
avicuna@buenapark.com
www.buenapark.com
6650 Beach Blvd. | Buena Park, CA | 90621

-----Original Message-----
From: Dominic Bendinelli [redacted]
Sent: Tuesday, April 14, 2026 2:23 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: Public Comment Item 9c

Good Evening Council,

The San Antonio park is an underutilized space with a ton of potential. I support exploring a renovation to convert the park into a multi-use park that better serves the community it is located in. In an area with few parks, it is very important to ensure they are designed to best accommodate our residents and do not go unused. Utilizing applicable grant opportunities would be a great way to support this future redesign.

Thank you,
Dominic Bendinelli

Almquist, Anna

From: Strpro [redacted]
Sent: Tuesday, April 14, 2026 2:45 PM
To: Council Meeting Public Comments
Subject: Making San Antonio Park into a multi-use park

Follow Up Flag: Follow up
Flag Status: Completed

Hi,

I support transforming this park into a multi-use space, but it's important to prioritize safety, shade, and flexibility. The park should serve families, children, and residents of all ages by including shaded playgrounds, open green space, walking paths, and seating areas, while also minimizing traffic and noise impacts on the surrounding neighborhood.

1. Keep it safe and family-friendly first

• Prioritize good lighting, visibility, and maintenance to keep the park safe in the evenings.

•Design spaces so parents can easily supervise children.

2. Improve playgrounds for different ages

• Separate areas for toddlers vs. older kids

• Add shade structures

• Include inclusive/ADA-accessible equipment

Include modern, shaded, and inclusive playground equipment for all age groups.

3. Flexible open space (not just one sport)

Instead of dedicating everything to one use:

• Open grass for soccer, picnics, yoga, etc.

• Multi-use courts (basketball + pickleball lines)

Keep open green space that can be used for multiple activities, not just organized sports.

4. Walking paths & wellness features

• Loop walking/jogging path

• Outdoor fitness stations

Adding a walking loop with distance markers and simple fitness stations for community health.

5. Landscaping & shade

• More trees for shade

• Native plants (less water, easier maintenance)

Increase tree canopy and shaded seating areas to make the park usable year-round.

6. Seating & community gathering areas

• Benches near play areas

• Picnic tables

• Small gathering plaza

Include comfortable seating and picnic areas for families and small community gatherings.

7. Restrooms & cleanliness

• Clean, maintained restrooms

• Trash & recycling bins

Ensure restrooms and trash areas are well-maintained to keep the park clean and usable.

8. Pet-friendly space (if appropriate)

• Small dog area or designated hours.

If a dog-friendly area is included, it should be clearly designated, with visible signage enforcing leash requirements in all other areas. Pet owners should also be required to clean up after their dogs, with waste stations provided to support compliance and maintain park cleanliness.

A designated dog-friendly space while keeping areas safe for children.

9. Parking & traffic concerns

• Avoid overflow parking issues

• Consider traffic calming

A plan for parking and traffic flow so nearby residents are not impacted.

10. Balance activity vs. noise

Multi-use parks can get loud.

Design the park to balance active areas with quiet zones for relaxation.

Thank you.

Karina Reategui

Almquist, Anna

From: Jessie Elkins [redacted]
Sent: Tuesday, April 14, 2026 4:12 PM
To: Council Meeting Public Comments
Subject: San antonio park project

Follow Up Flag: Follow up
Flag Status: Completed

Caution: The sender name (Jessie Elkins) is different from their email address [redacted] which may indicate an impersonation attempt. Verify the email's authenticity with the sender using your organization's trusted contact list before replying or taking further action.

I am in favor of utilizing San Antonio park a more than just baseball fields. It is a beautiful space that is enjoyed by our community and should be considered as such.

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 12:17 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: Item #9C: San Antonio Park

Honorable Mayor and Council Members:

Please see the below email regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

P: (714) 562-3750
avicuna@buenapark.com
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6650 Beach Blvd. | Buena Park, CA | 90621

From: Mark Megginson [redacted]
Sent: Tuesday, April 14, 2026 11:36 AM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject:

Good afternoon, City Council!
As a Buena Park resident who's backyard is adjacent to San Antonio Park, I would love to see a walking track with exercise equipment strategically placed along the path. My only concern, is that there be no covered areas or rest benches as these are magnets for transients.

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:00 PM
To: City Council at City Hall; City Council Home
Subject: FW: San Antonio Park

Honorable Mayor and Council Members:

Please see the below email regarding Item No. 9.

Thank you,
Adria

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
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avicuna@buenapark.com
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6650 Beach Blvd. | Buena Park, CA | 90621

From: Kavita Kapadia [redacted]
Sent: Tuesday, April 14, 2026 2:58 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: San Antonio Park

Hi! My name is Kavita and I've lived in the San Track for over 10 years. The San Antonio Park is a park that no one other than residents know about. It houses 2 baseball fields but only 1 is really ever used. Doesn't make sense why there are 2 fields present if 1 is always vacant. Would love for a more family friendly park which will draw in families increasing our school system's student numbers and bring more business to the surrounding areas increasing more outdoor family fun activities. I love the new renovation that the city of Cypress did to Arnold Park. So many patrons visit it now. I'd love to see something similar happen at our San Antonio park as well.

Thank you,

Kavita Kapadia
San Tract resident

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:05 PM
To: City Council at City Hall; City Council Home
Subject: RE: San Antonio Park

Honorable Mayor and Council Members:

Please see the below email regarding Agenda Item No. 9C.

Thank you,
Adria

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

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6650 Beach Blvd. | Buena Park, CA | 90621

From: Jennifer Taffolla [redacted]
Sent: Tuesday, April 14, 2026 2:47 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: San Antonio Park

As a local resident and neighbor to San Antonio Park. I support the a revamping initiative that would benefit our kids and surroundings families in the area. I currently utilize the softball fields but feel if could use a revamp.

Jennifer Taffolla

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:56 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: FW: Request for Improvements to San Antonio Park

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

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www.buenapark.com

6650 Beach Blvd. | Buena Park, CA | 90621

From: Rakel williams [redacted]
Sent: Tuesday, April 14, 2026 3:02 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: Request for Improvements to San Antonio Park

Dear Members of the City Council,

I am writing to express my appreciation for the park in our neighborhood and to respectfully request several improvements that would enhance its safety, accessibility, and overall enjoyment for residents.
Our park serves as an important gathering space for families, children, and individuals seeking outdoor recreation. However, there are a few areas where upgrades would make a meaningful difference. First, the playground equipment could benefit from maintenance and modernization to ensure it is both safe and engaging for children of all ages. Additionally,

improving lighting throughout the park would increase visibility during evening hours and help promote a greater sense of safety.
Another important area for improvement is the park's restroom facilities. Ensuring that restrooms are clean, well-maintained, and regularly serviced is essential for public health and comfort. Upgrading fixtures, improving accessibility, and increasing maintenance frequency would make a significant difference for all visitors.
I would also like to suggest adding more seating areas, shaded spaces, and trash receptacles. These additions would make the park more comfortable and encourage visitors to help keep the area clean. Enhancing landscaping and maintaining green spaces would further contribute to a welcoming and vibrant environment.
Finally, consideration for walking paths, fitness equipment, or community features such as a small garden or picnic area could greatly increase the park's value to residents of all ages.
Investing in our neighborhood park is an investment in the health, well-being, and connection of our community. I appreciate your time and attention to this matter and hope these suggestions can be considered in future planning.
Thank you for your service and commitment to our city.

Sincerely,

Rakel

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:57 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: FW: Public Comment: San Antonio Park Revitalization

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

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avicuna@buenapark.com
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6650 Beach Blvd. | Buena Park, CA | 90621

From: Angela Hernandez [redacted]
Sent: Tuesday, April 14, 2026 3:14 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: Public Comment: San Antonio Park Revitalization

Good evening, Honorable City Council Members,

My name is Angela Hernandez, and I am a Buena Park resident of over 12 years, five as a homeowner and seven as a renter near San Antonio Park.

I am submitting this public comment for reading in my absence because our neighborhood families deserve a park that reflects who we are today—not who we were years ago.

Our community has grown, and we are seeing more families with young children than ever before. Yet San Antonio Park has not kept up with that growth. The playground is outdated, very small, and made of aging metal equipment that no longer provides a safe or inviting place for children to play.

Beyond that, there is a real need for a safe, designated walking path. Residents from our neighborhood and surrounding streets, including Crescent Avenue, are already out walking every day. A proper path would give them a safe, welcoming space to walk, run, and connect as a community.

This park has so much untapped potential, but right now, it's being underused. With thoughtful improvements, it could become a vibrant, multi-purpose space that brings families together, supports healthy lifestyles, and strengthens our neighborhood.

I respectfully urge you to prioritize the revitalization of San Antonio Park.

This is more than a park—it's an opportunity to invest in the heart of our community.

Thank you for your time and consideration.

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:58 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: Agenda Item No. 9C San Antonio Park Revamped

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

P: (714) 562-3750
avicuna@buenapark.com
www.buenapark.com

6650 Beach Blvd. | Buena Park, CA | 90621

From: Brenda Aguilar [redacted]
Sent: Tuesday, April 14, 2026 3:33 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: San Antonio Park Revamped

To whom it may concern,
My name is Brenda Aguilar, a Buena Park resident in the San Tract.

Our local parks are more than just green spaces—they are the heart of our community, offering essential places for exercise, relaxation, and connection. To continue serving residents of all ages and abilities, our parks need improvements, including upgraded lighting for safety, modern, accessible playground equipment, and better-maintained walking paths. By investing in these renovations, we can create safer gathering spaces, promote active lifestyles, and strengthen our community bonds.

Let's work together to ensure our parks remain vibrant, welcoming, and accessible for **everyone**.

Thank you ,

Brenda Aguilar

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 3:59 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: Agenda Item No. 9C San Antonio Park revitalization

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

P: (714) 562-3750
avicuna@buenapark.com
www.buenapark.com

6650 Beach Blvd. | Buena Park, CA | 90621

From: JERRY FRUTOS [redacted]
Sent: Tuesday, April 14, 2026 3:39 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Subject: San Antonio Park revitalization

Good evening Mayor Traut and members of the City Council,

My name is Jerry Frutos, and I serve as Chair of the Community Services Commission. More importantly, I am a proud Buena Park resident who wants to see our city continue to thrive across all of our facilities and recreational spaces.

I'm here tonight to share an idea for consideration. San Antonio Park is already a valued part of our community, but it also presents an opportunity. With thoughtful planning, it could evolve into a more functional, multi use space that better serves nearby residents, families, and the community as a whole.

I want to acknowledge and thank the City Council for other city park improvements that have already been approved through existing funding. At the same time, there is an opportunity in front of us with a potential grant that could support upgrades to San Antonio Park. This would allow us to enhance the space in a meaningful way while being mindful of City resources.

From a commission perspective, I would like to see San Antonio Park included among the parks we consider for future updates. This would ensure it is part of the broader conversation as we continue planning for long term improvements across our system.

I offer this as a thoughtful and proactive step forward, aligning available opportunities with the needs of our community.

Thank you for your time and consideration.

Guerra, Sarah

From: Vicuna, Adria
Sent: Tuesday, April 14, 2026 4:05 PM
To: City Council at City Hall; City Council Home
Cc: France, Aaron; Fenton, Eddie; Cardinale, Chris; Box, Jim
Subject: Item No. 9C San Antonio park

Honorable Mayor and Council Members,

Please see the below email received regarding Agenda Item No. 9C.

Thank you,

City of BUENA PARK Center of the Southland

Adria M. Vicuña, MMC
Director of Government & Community Relations/
City Clerk
City Clerk's Office

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avicuna@buenapark.com
www.buenapark.com

6650 Beach Blvd. | Buena Park, CA | 90621

From: Elizabeth Alvarado [redacted]
Sent: Tuesday, April 14, 2026 3:50 PM
To: Council Meeting Public Comments <comments@buenapark.com>
Cc: Angela Hernandez [redacted]
Subject: San Antonio park

To Whom It May Concern,

I am writing in regard to San Antonio Park. As a resident of San Alano Circle, I greatly value having a park so close to home for my family and others in the community.

With two children, I would love to see the park receive a much-needed facelift. Improvements such as an updated playground, additional benches or picnic tables, and even a walking track around the park would greatly benefit families and residents in the area. These enhancements would help create a more welcoming and functional space for everyone to enjoy.

Thank you for your time and consideration. I truly appreciate your attention to improving our community spaces.

Sincerely,

Elizabeth Baum

Sent from my iPhone

April 28, 2026
STUDY SESSION
Item No. 9B.

City Council Agenda Report

RECEIVE AND FILE A REPORT ON THE KUKKIWON CALIFORNIA TAEKWONDO UPDATE

PREPARED BY	PRESENTED BY
Eddie Fenton, Assistant City Manager/Director of Human Resources	Eddie Fenton, Assistant City Manager/Director of Human Resources
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Eddie Fenton, Assistant City Manager/Human Resources Director	Aaron France, City Manager

DISCUSSION

PREVIOUS COUNCIL ACTION:

At the City Council meeting on January 14, 2025, Council Member Ahn requested a discussion regarding entering into an agreement with Kukkiwon California Branch. On January 28, 2025, the City Council provided direction to negotiate the terms of the agreement and bring a memorandum of understanding (MOU) to the City Council at a future Council meeting for consideration. On February 24, 2025, the City Council entered into a two-year agreement with Kukkiwon California Branch to provide Kukkiwon-certified Taekwondo programs and instructor training for youth and adults residing in Buena Park and the surrounding region.

DISCUSSION:

In September 2024, the California Taekwondo Committee announced that Kukkiwon has started a Kukkiwon California Branch, LLC. The organization aims to strengthen the global influence of Taekwondo and promote collaboration through its California branch by fostering the development of Taekwondo instructors in the state. On February 24, 2025, the City Council entered into a two-year agreement with Kukkiwon California Branch to provide Kukkiwon-certified Taekwondo programs and instructor training for youth and adults residing in Buena Park and the surrounding region.

Over the past year, Kukkiwon California Branch promoted Taekwondo culture and its educational value within the community; supported the growth and activation of Taekwondo programs in Buena Park; enhanced regional publicity through international Taekwondo events and cultural exchanges; and held Taekwondo educational classes at Holder Elementary School for 70 students. In exchange, the City provided City banquet facilities on five occasions, at no cost, for Taekwondo events and ceremonies.

During its first year partnership with the City, the Kukkiwon California branch focused on activities such as overseeing Dan certificate examinations and issuance, providing guidance and support for international instructor qualifications, supplying essential information for running Taekwondo academies, and promoting an integrated management system for Taekwondo facilities.

Kukkiwon California provided the following economic impact for Buena Park:

From April 2025 to January 2026, approximately 3,000 Kukkiwon Taekwondo members, including instructors and students, visited Buena Park to participate in Kukkiwon promotion tests, training programs, and related events.

During their visits, participants utilized local hotels, restaurants, and other businesses, contributing to the local economy and supporting local tourism activity. In particular:

- DoubleTree by Hilton Buena Park recorded the use of approximately 250 hotel rooms by Kukkiwon-related visitors.
- Hilton Buena Park at The Source hosted an additional 95 hotel rooms for Kukkiwon visitors.

These visits generated consistent economic activity through lodging, dining, and other local services.

Kukkiwon California Branch desires to continue operating under the terms of the second year of the MOU.

Attachments

Buena Park Kukkiwon Activities Report Revised 2026.pdf

Buena Park Kukkiwon Activities Report (Revised 2026 Update)

Organization: Kukkiwon California Branch

Position: Secretary-General, Jinseob Kim

Submitted To: City of Buena Park

Monthly Kukkiwon Dan Examination Activity (April 2025 – January 2026)

From April 2025 through the end of January 2026, monthly Kukkiwon Dan examinations were conducted with approximately 300 participants each month.

Dan Levels: 1st Dan through 7th Dan

Region: Statewide participation (All California regions)

Participants included students, masters, and instructors attending Poomsae seminars and official Kukkiwon Dan promotion examinations.

Young children attended with parents, and masters/instructors attended with friends and members who observed the Dan certification examinations.

After-School Taekwondo Programs (2025 Detailed Breakdown)

Holder Elementary School – Total 70 Students (October TO MID December Program)

Instructor: Yongin Martial Arts Master & Instructors

Monday:

2:15–3:00 (Ages 5–7) – 32 students

3:00–3:45 (Ages 8–12) – 38 students

Thursday:

3:15–3:50 (Ages 5–7) – 32 students

3:50–4:30 (Ages 8–12) – 38 students

Hansen Elementary (Anaheim Area – Tuesday & Wednesday)

First Group – 16 students

Second Group – 25 students

Twila Reid School (Monday & Wednesday)

First Group – 23 students

Second Group – 35 students

We had a meeting on October 14, and I sent the proposal to the Buena Park School District on the 15th. I still have not received any response. Whenever I contact them, they only tell me to wait.

Instruction Focus Included:

1. Fundamentals – Poomsae, kicking, hand techniques, precision and posture

2. Poomsae & Sparring – Application of techniques and practical awareness

3. Etiquette & Character Education – Respect, patience, responsibility

4. Self-Control & Confidence – Emotional control and goal achievement

5. Leadership – Guiding juniors and teamwork development

XBOX

5. Kukkiwon California Demonstration Team

Selected Members: 20

Activities: City Events & Cultural Festivals Demonstrations

The Kukkiwon California Demonstration Team is committed to contributing to the local community while promoting the spirit and values of Taekwondo through dynamic demonstrations. The team participates in various cultural events, community festivals, and school programs, showcasing high-level Taekwondo performances that highlight the beauty, discipline, and power of Taekwondo.

Through these demonstrations, the team aims to inspire youth, build confidence, and encourage a spirit of challenge and perseverance. By actively engaging with the community, the Kukkiwon California Demonstration Team continues to share the educational values and global appeal of Taekwondo while strengthening connections within the community.

6. Major Event: Kukkiwon AI Poomsae Championship 2026

Event Date: January 31, 2026

Location: Buena Park Senior Center

Athletes: 60

Audience: 80

The Kukkiwon AI Poomsae Championship is the world's first Taekwondo poomsae competition judged by an AI-based evaluation system. The event was held with participation from Taekwondo dojangs around Buena Park and received great attention and praise from masters, athletes, and parents.

Using advanced AI technology, the system analyzes athletes' poomsae performance through cameras and motion recognition software. It evaluates key elements such as accuracy of movements, balance, speed, power, and overall technical completion in real time. This technology minimizes subjective judgment that can occur with human referees and provides a more fair, transparent, and objective scoring system.

The participating Taekwondo schools and instructors expressed strong interest in the AI judging system, noting that it offers a clear and reliable scoring process. Parents and

athletes also appreciated the transparency of the results, which helped them better understand how scores were determined.

Many participants described the event as a significant step forward for the future of Taekwondo competitions. Athletes had the opportunity to see their techniques analyzed instantly through AI, which encouraged them to improve their precision and technical performance.

The Kukkiwon AI Poomsae Championship demonstrated the potential for AI technology to be used in future Taekwondo competitions and Dan promotion tests, contributing to greater fairness, accuracy, and consistency in evaluation.

KUKKIWON

KUKKIWON

Economic Impact on Buena Park (Updated)

From April 2015 to January 2026, approximately 3,000 Kukkiwon Taekwondo members, including instructors and students, visited Buena Park to participate in Kukkiwon promotion tests, training programs, and related events.

During their visits, participants utilized local hotels, restaurants, and other businesses, contributing to the local economy and supporting local tourism activity.

In particular:

- **DoubleTree by Hilton Buena Park recorded the use of approximately 250 hotel rooms by Kukkiwon-related visitors.**
- **Hilton Anaheim hosted an additional 95 hotel rooms annually for Kukkiwon visitors, while the total number of rooms used over the full period is currently under review.**

There may have been additional hotels used by Kukkiwon Taekwondo members visiting the Buena Park area; however, many of those accommodations were arranged individually, and detailed records are not currently available.

These continued visits have generated consistent economic activity for the city through lodging, dining, and other local services.

April 28, 2026
STUDY SESSION
Item No. 9C.

City Council Agenda Report

DISCUSS AND PROVIDE DIRECTION REGARDING DECORATIVE TILE MARKERS/STENCILS ON CURBS FOR DESIGNATING DAYLIGHTING ZONES

PREPARED BY	PRESENTED BY
Deepthi Arabolu, Assistant City Engineer	Deepthi Arabolu, Assistant City Engineer
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Mina Mikhael, Director of Public Works/City Engineer	Aaron France, City Manager

BACKGROUND

Council Member Franco has expressed concerns that drivers are not complying with the new Daylighting Law, particularly in certain areas of the City. The areas of concern are located within the northern portion of the City and consist of three residential neighborhoods with similar land use characteristics.

Area 1 is generally bounded by Franklin Street to the north, Artesia Boulevard to the south, Western Avenue to the west, and Beach Boulevard to the east (see Attachment 1).

Area 2 extends from Commonwealth Avenue to Whitaker Street, between Beach Boulevard and Dale Street. This area includes interior streets such as 7th Street, 8th Street, 9th Street, and Washington Street, and is located near Interstate 5 along its western boundary (see Attachment 2).

Area 3 is generally bounded by Academy Drive to the north, Orangethorpe Avenue to the south, approximately Mead Avenue to the west, and Magnolia Avenue to the east. This area is also located adjacent to a school site (see Attachment 3).

Collectively, these areas are characterized by established residential neighborhoods with grid-pattern street networks, local access streets, and a concentration of single-family homes.

Staff was requested to evaluate options to better delineate “No Parking” zones in accordance with the Daylighting Law. Specifically, staff was asked to explore the use of tile markers on the top of curbs, or similar treatments, to provide additional visual emphasis and improve driver compliance.

DISCUSSION

The Daylighting Law was enacted in California through the passage of Assembly Bill 413 (AB 413), which was signed into law in 2023 and became effective on January 1, 2024. The law amended the California Vehicle Code to prohibit parking within 20 feet of a marked or unmarked crosswalk, and within 15 feet where a curb extension (bulb-out) is present, unless otherwise indicated by signage or red curb markings.

The primary purpose of the Daylighting Law is to improve visibility and safety at intersections by ensuring that parked vehicles do not obstruct the line of sight between drivers, pedestrians, and bicyclists. By maintaining a clear "daylighted" area near intersections, the law is intended to reduce conflicts and collisions, particularly those involving pedestrians crossing the street.

This law is self-enforcing, meaning compliance is required regardless of whether curb markings or signage are present. The intent of the law is to create a uniform, statewide standard that does not rely on field markings for enforceability.

The Manual on Uniform Traffic Control Devices for the State of CA (CA MUTCD) establishes standards for traffic control devices and emphasizes:

- Uniformity of application
- Consistency in driver expectation
- Clarity of meaning

Introducing non-standard markings or treatments at only selected locations may create inconsistent conditions. This could lead roadway users to assume that unmarked locations are exempt, potentially reducing overall compliance with the law.

Although there are some potential advantages in utilizing tile markers or stencils to add an "art in public spaces" component, the proposed use of tile markers embedded along the curb line is not a recognized or standardized traffic control treatment.

Key Considerations and Constraints for Utilizing Tile Markers as Traffic Control Devices:

- Not included in the CA MUTCD as a recognized traffic control device
- May be interpreted inconsistently by drivers locally and from out of town
- Could create an expectation that markings are required for enforcement
- Introduces maintenance, durability, and cost considerations
- Requires extensive education and outreach efforts to educate the public on a new traffic control device that is not authorized for this use.

At this time, staff is not aware of any widespread or standardized use of tile markers or stencils by other jurisdictions for daylighting implementation. Most agencies rely on no markings (law-based compliance) or traditional treatments such as red curb paint or signage.

Enforcement and Public Outreach Efforts to Date

The City has undertaken initial enforcement and public outreach efforts to support implementation of the Daylighting Law.

From May 2025 through December 2025, the Police Department issued a total of 76 citations under California Vehicle Code Section 22500(n)(1)(A) for parking within 20 feet of a crosswalk within the identified areas. In addition, approximately 300 educational flyers were distributed by placing them on parked vehicles. These flyers provided information regarding Assembly Bill 413 and indicated that the notices were being issued as warnings. The materials were prepared in both English and Spanish (see Attachment 4).

Engineering staff has also developed a similar bilingual informational flyer (see Attachment 5) for broader public outreach and plan to distribute the information through the City's social media platforms to increase awareness of the new law.

CURRENT APPROACH AND NEXT STEPS

Staff is currently pursuing a phased approach to address compliance with the Daylighting Law, consisting of continued education and enforcement followed by targeted improvements if necessary.

Step 1: Continue Education and Enforcement

Staff is continuing the enforcement efforts and ongoing public education regarding the Daylighting Law in partnership with Police Department. This allows the City to continue enforcing and educating per the legislative intent. It also maintains a Citywide uniform approach and reinforces that compliance is required regardless of signs and markings.

Step 2: Targeted Pilot Program (As needed)

If compliance issues persist following continued education and enforcement, staff would identify locations with recurring violations and implement a targeted pilot program using recognized and consistent treatments (e.g., red curb paint or signage). This allows evaluation of effectiveness before broader implementation that would require additional long term maintenance efforts. The intention would be to focus on high-risk/high-visibility locations and maintain flexibility while using standardized treatments.

Another option would be to add daylighting-specific signage below the posted street sweeping signs at the entrances of neighborhoods to provide additional education and warnings about the new law.

FISCAL IMPACT

Step 1: Costs would be associated primarily with continued staff time for education, outreach, and enforcement.

Step 2: Costs would depend on the pilot program scope, number of intersections selected, and materials used, including curb paint and signage.

CONCLUSION

Staff seeks City Council direction on whether to proceed with the phased approach described above and whether to authorize a targeted pilot program using standard treatments if compliance issues persist. If the City Council wishes to proceed with decorative tiles or stencils, staff could develop a design for City Council review.

Attachments

Att 1 of 5 - Area 1 Map.pdf
Att 2 of 5 - Area 2 Map.pdf
Att 3 of 5 - Area 3 Map.pdf
Att 4 of 5 - PD Flier English.pdf
Att 5 of 5 - PW Daylighting Flyer English.pdf

Public Notification

Select | Clear

Apply a search distance

300 Feet

Addressee Layer

Address Points

Format

Comma-separated values

123 addressees found; do you want to continue?

Download

FRANKLIN STREET

SPRING STREET

ARTESIA BOULEVARD

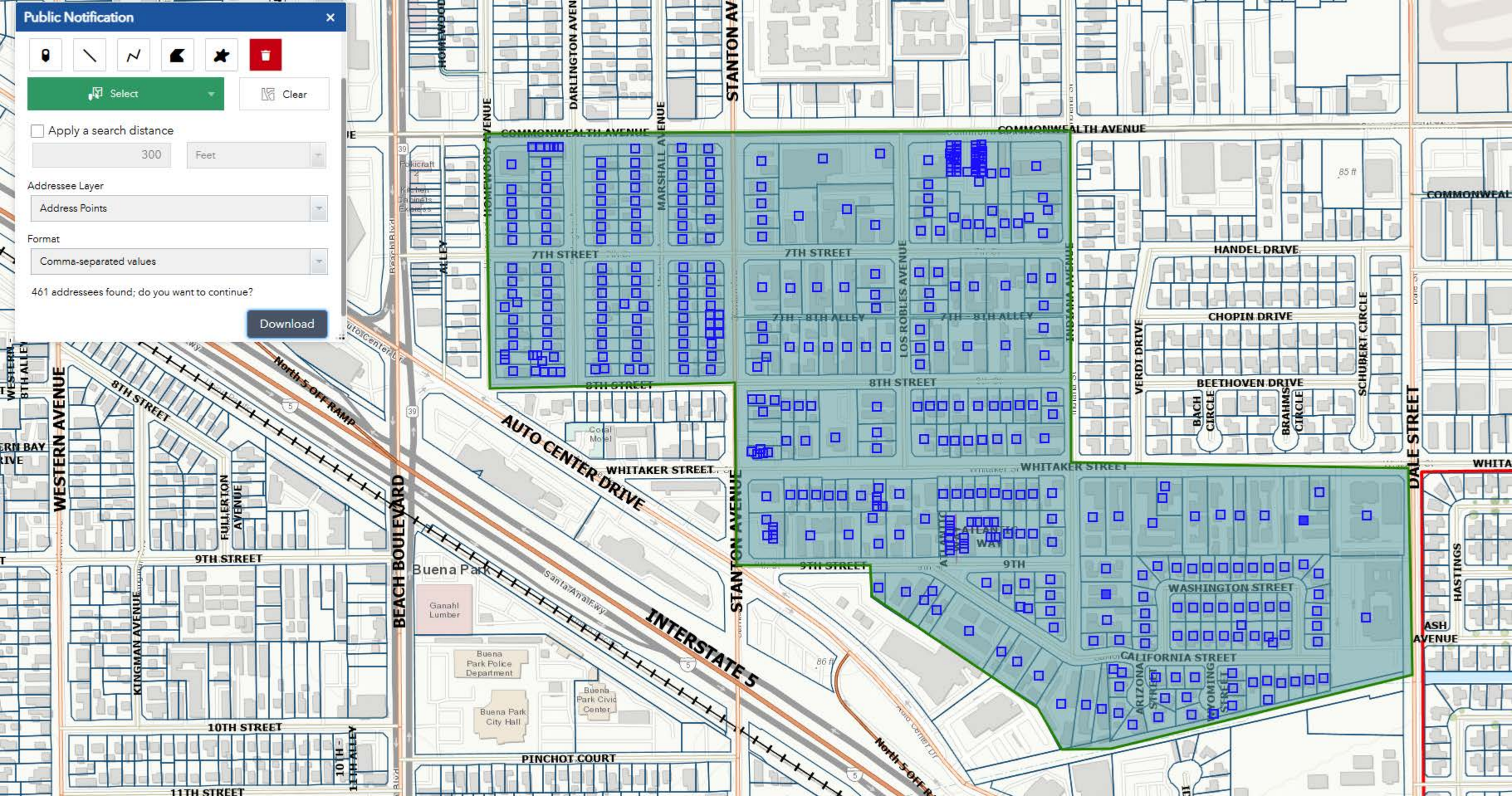
WESTERN AVENUE

BURNHAM AVENUE

KINGMAN AVENUE

FULLERTON AVENUE

BEACH BOULEVARD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Clear
Apply a search distance
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Address Points
Format
Comma-separated values
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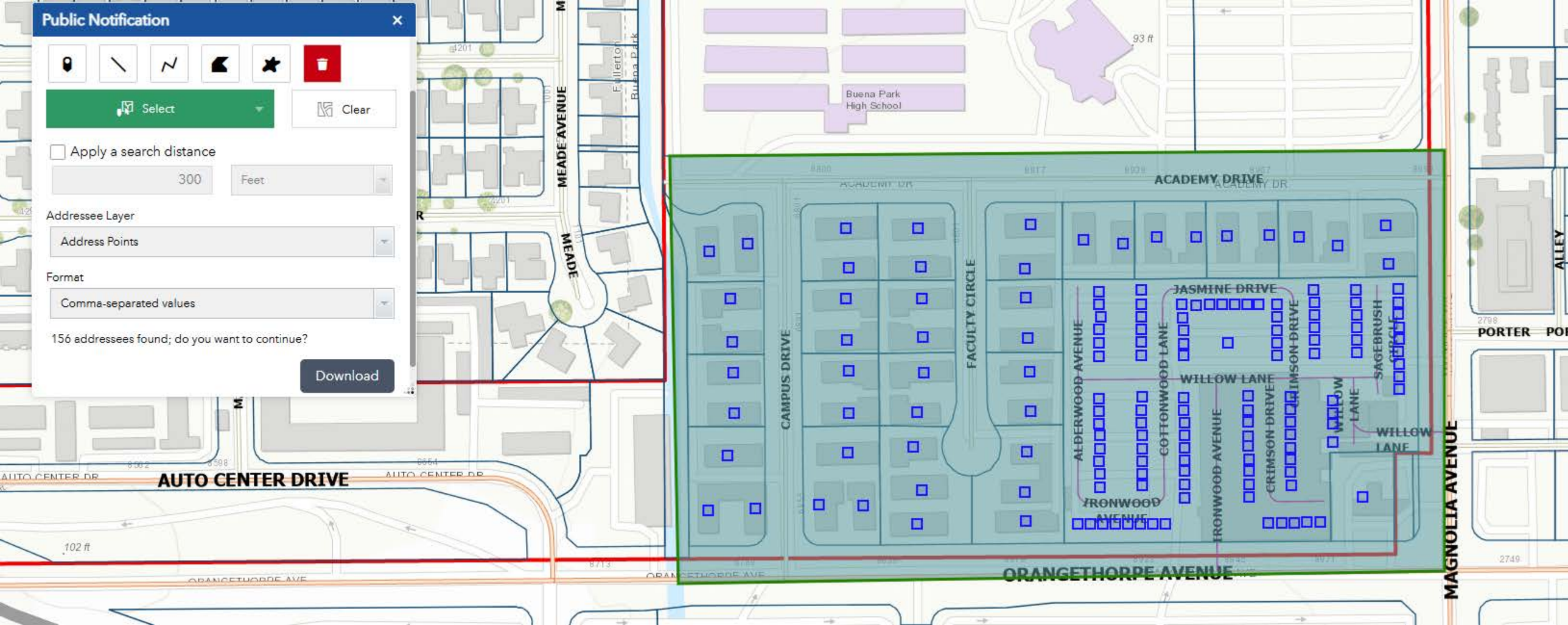
COMMONWEALTH AVENUE
HOMEWOOD AVENUE
DARLINGTON AVENUE
STANTON AVENUE
MARSHALL AVENUE
ALLEY
7TH STREET
7TH - 8TH ALLEY
LOS ROBLES AVENUE
INDIANA AVENUE
8TH STREET
HANDEL DRIVE
CHOPIN DRIVE
VERDI DRIVE
BEETHOVEN DRIVE
BACH CIRCLE
BRAHMS CIRCLE
SCHUBERT CIRCLE
DALE STREET
WHITAKER STREET
WESTERN AVENUE
8TH STREET
FULLERTON AVENUE
9TH STREET
KINGMAN AVENUE
10TH STREET
10TH - 11TH ALLEY
11TH STREET
BEACH BOULEVARD
AUTO CENTER DRIVE
North 5 OFF RAMP
INTERSTATE 5
Santa Ana Fwy
Buena Park
Ganahl Lumber
Buena Park Police Department
Buena Park City Hall
Buena Park Civic Center
PINCHOT COURT
Coral Motel
ATLANTIC WAY
WASHINGTON STREET
CALIFORNIA STREET
ARIZONA STREET
WYOMING STREET
HASTINGS
ASH AVENUE
85 ft
86 ft


Public Notification
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Clear
Apply a search distance
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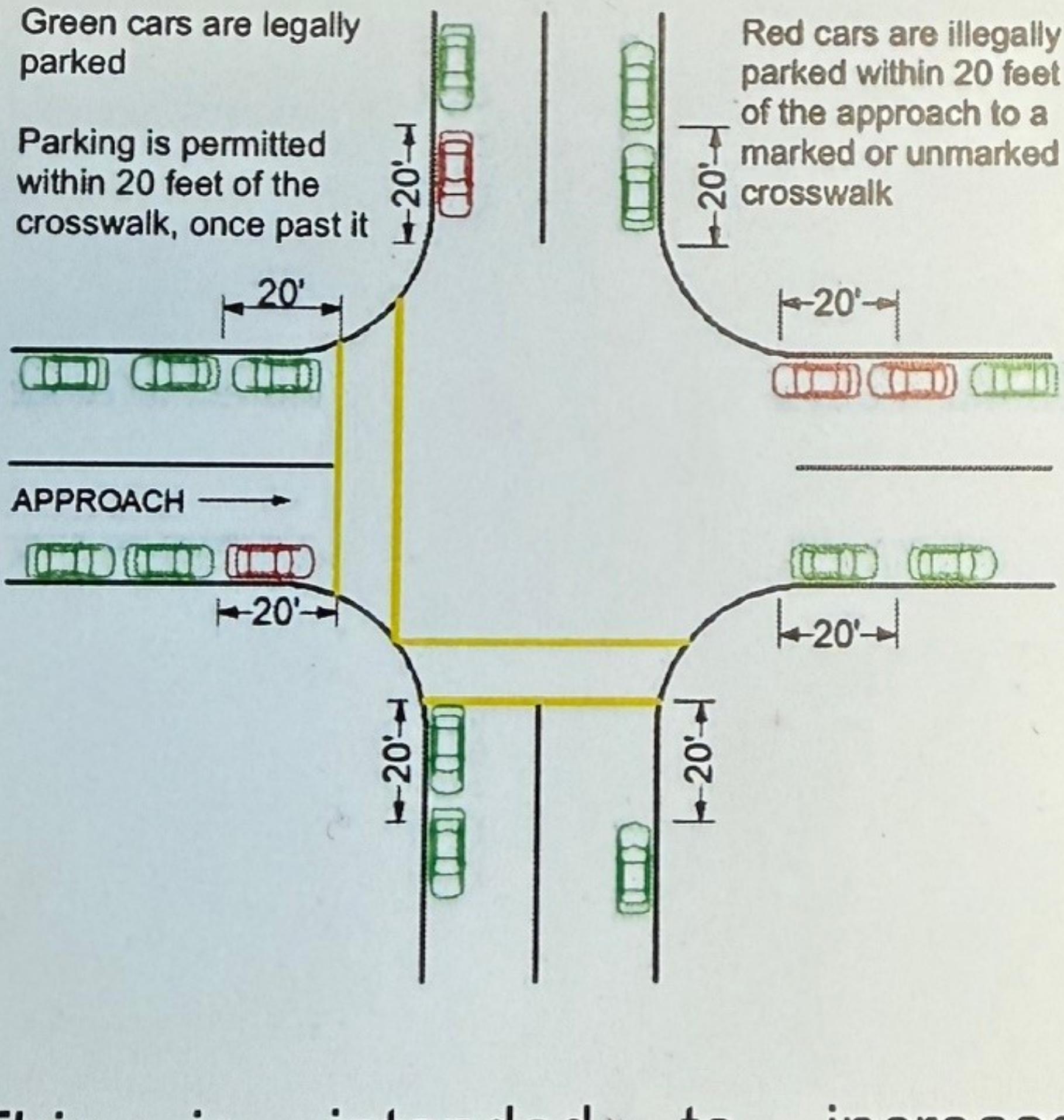
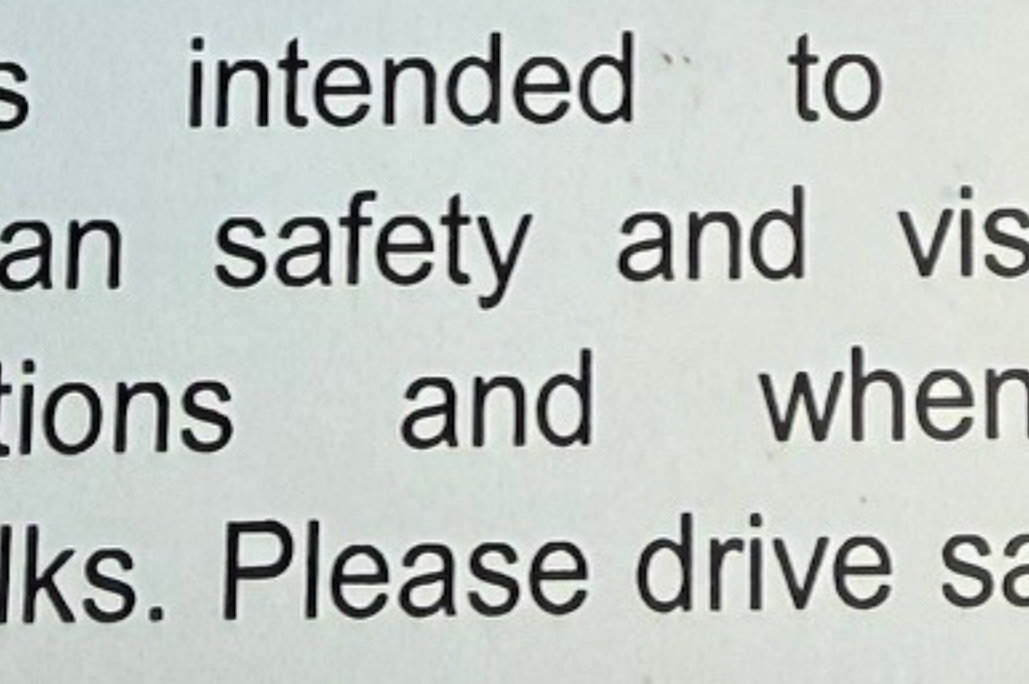
Addressee Layer
Address Points
Format
Comma-separated values
156 addressees found; do you want to continue?
Download
AUTO CENTER DRIVE
MEADE AVENUE
MEADE
Buena Park High School
ACADEMY DRIVE
CAMPUS DRIVE
FACULTY CIRCLE
ALDERWOOD AVENUE
COTTONWOOD LANE
JASMINE DRIVE
CRIMSON DRIVE
WILLOW LANE
SAGEBRUSH CIRCLE
IRONWOOD AVENUE
ORANGETHORPE AVENUE
MAGNOLIA AVENUE
PORTER
93 ft
102 ft

THIS IS A WARNING

AB 413 added vehicle code section 22500(n) which prohibits parking within 20 feet of the approach side of a marked or unmarked crosswalk. This section was effective as of January 01, 2025 and will be fully enforced by the Buena Park Police Department starting April 01, 2025.



This is intended to increase pedestrian safety and visibility at *intersections* and when using *crosswalks*. Please drive safely and we appreciate your cooperation.



DAYLIGHTING LAW (AB 413)

NEW CALIFORNIA INTERSECTION SAFETY LAW

The State of California has recently passed AB 413, also known as the Daylighting Law. This new law helps enhance safety by keeping the area near intersections clear of parked vehicles so drivers, pedestrians, and cyclists can see each other clearly before entering a crosswalk.

THE 20-FOOT RULE

No parking, stopping, or standing within 20 feet of the approach side of any marked or unmarked crosswalk

If a curb extension (bulb-out) is present, the distance is 15 feet. Red curb paint or signs are NOT required for enforcement.

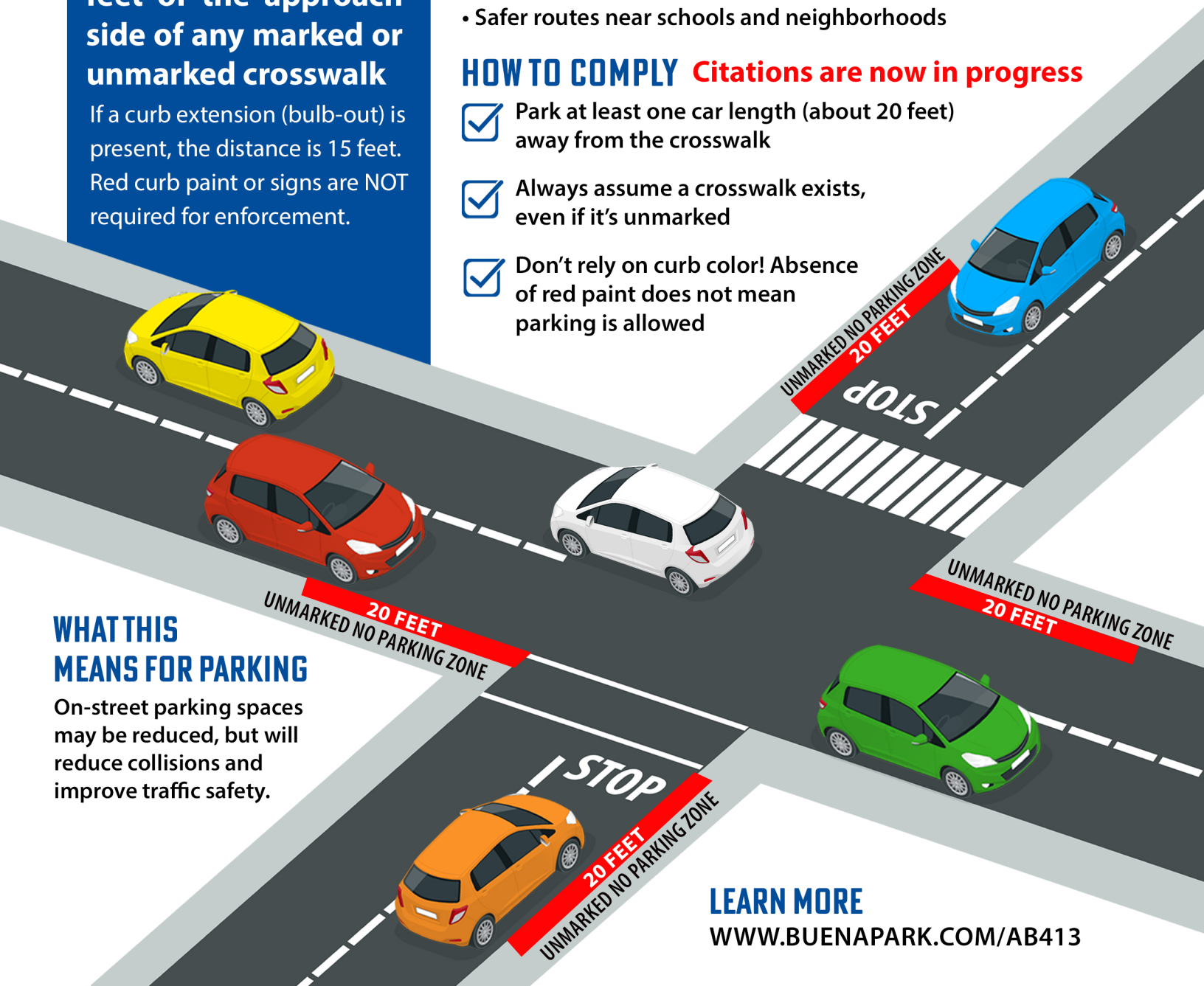
HOW THIS IMPROVES SAFETY

- Drivers can see pedestrians sooner
- Pedestrians, especially children, are no longer hidden by parked cars
- Fewer crashes at intersections
- Safer routes near schools and neighborhoods

HOW TO COMPLY

Citations are now in progress

- ☑ Park at least one car length (about 20 feet) away from the crosswalk
- ☑ Always assume a crosswalk exists, even if it's unmarked
- ☑ Don't rely on curb color! Absence of red paint does not mean parking is allowed



WHAT THIS MEANS FOR PARKING

On-street parking spaces may be reduced, but will reduce collisions and improve traffic safety.

LEARN MORE

WWW.BUENAPARK.COM/AB413

April 28, 2026
STUDY SESSION
Item No. 9D.

City Council Agenda Report

DISCUSS AND PROVIDE DIRECTION REGARDING A PROPOSED FRIENDSHIP DAY EVENT AT FRIENDSHIP PARK

PREPARED BY	PRESENTED BY
Mark Sauceda, Community Services Supervisor	Mark Sauceda, Community Services Supervisor
DEPARTMENT HEAD APPROVAL	**CITY MANAGER APPROVAL**
Jim Box, Director of Community Services	Aaron France, City Manager

DISCUSSION

Staff seeks direction from the City Council regarding the proposed Friendship Day event at Friendship Park. This item was co-calendared by Council Members Susan Sonne and Joyce Ahn. During prior discussions regarding the renovation of Friendship Park, the concept of hosting a community event in recognition of International Day of Friendship was introduced. The intent of this event is to enhance community engagement and highlight the park's purpose as a welcoming gathering place.

The proposed event would take place at Friendship Park and align with ongoing renovation efforts. The celebration is intended to bring community members together in a meaningful and interactive way, fostering connection and community pride.

A key feature of the event would be the opportunity for attendees to create personalized tiles. Participants may design tiles with a friend or in honor of International Day of Friendship. These tiles would be incorporated into the park's design, including integration into seat benches and other selected areas in the park. This feature would serve as a lasting and visible representation of community connections.

International Day of Friendship is observed on July 30; however, the event is proposed to be held on the first Saturday in August to maximize community participation. Due to upcoming park renovations, the event is tentatively scheduled for August 7, 2027.

The tile component is estimated to cost $3,500, with the total cost of the one-day event estimated at $4,000.

The estimated cost to host this one-time event is $4,000. Should the Council wish to move forward with the event, staff would include costs in the FY 27-28 budget next year when the FY 27-28 and FY 28-29 budgets are drafted.