AGENDA

REGULAR MEETING

LA PALMA CITY COUNCIL

TUESDAY, OCTOBER 7, 2025

Mark I. Waldman
Mayor

Nitesh P. Patel
Mayor Pro Tem

Debbie S. Baker
Council Member

Janet Keo Conklin
Council Member

Vikesh P. Patel
Council Member

5:30 PM Closed Session
6:30 PM Open Session
La Palma City Hall
Council Chambers
7822 Walker Street, La Palma

CALL TO ORDER

CLOSED SESSION

CS-1. ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Pursuant to paragraph (1) of subdivision (d) of California Government Code Section 54956.9)***

June 2, 2025 Claim from Unispec Construction, Inc.

CS-2. ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Pursuant to paragraph (1) of subdivision (d) of California Government Code Section 54956.9)***

Name of Case: David Casey, et al. v. City of Buena Park, et al.
Case No. OCSC 30-2025-01497184-CU-PA-NJC

CS-3. ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Pursuant to paragraph (1) of subdivision (d) of California Government Code Section 54956.9)***

Claim from Suren N. Weerasuriya on behalf of Misty Torres

OPEN SESSION TO BEGIN AT 6:30 P.M.

PLEDGE OF ALLEGIANCE

Council Member Keo Conklin

INVOCATION

Pastor Steve Bland, La Palma Christian Center
Mayor Pro Tem N. Patel

ROLL CALL

PRESENTATIONS

- Recognition of Police Chief Guerrero
- Proclamation Recognizing Taekwando Day
- Proclamation Recognizing Hindu Heritage Month
- Proclamation Recognizing Fire Prevention Week and a Presentation from Division Chief Schuetz
- Introduction of New Ctiy of La Palma Employees Alisha Farnell, as Assistant to the City Manager, and Laura Castillo, as Engineering Technician
- Introduction of Police Department Chaplains Matthew Agosto and Stephen Bland

ORAL COMMUNICATIONS (Time Limit: 5 Minutes Each)

Time has been reserved at this point in the Agenda for persons wishing to speak on any item that is not listed on the Agenda. By law, the City Council is prohibited from taking action on such oral comments. The matter will be automatically referred to staff for appropriate response or action or will be placed on the Agenda of a future meeting. Matters listed on the Agenda may be addressed either at this time or at the time they are before the City Council for discussion.

CONSENT CALENDAR

All matters listed under Consent Calendar will be acted upon by one motion affirming the action recommended on the Agenda. There will be no separate discussion on these items prior to voting unless members of the City Council, Staff, or the public request that specific items be removed from the Consent Calendar for separate action. Any member of the public who wishes to discuss a Consent Calendar item should come forward to the microphone and, upon recognition by the Mayor, state their name, address, and the item number.

1. ***Waive the Reading of All Ordinances***

It is recommended that the City Council waive the reading of all Ordinances in their entirety and read by title only.

2. ***Approval of Council Minutes***

It is recommended the City Council approve the September 2, 2025, City Council Meeting Minutes.

3. ***Approval of Register of Demands***

It is recommended that the City Council adopt a Resolution approving the Registers of Demands for September 16, 2025, and October 7, 2025.

4. ***Traffic Signal Maintenance and Repairs Award of Contract***

It is recommended that the City Council approve and authorize the City Manager to execute an agreement with Crosstown Electrical and Data, Inc. for traffic signal maintenance and repair services.

5. ***La Palma Avenue Slurry Seal Project (ST-367) Notice of Completion***

It is recommended that the City Council accept the work and authorize the Community Development and Public Works Director to file the Notice of

Completion and Acceptance of Work with the Orange County Clerk-Recorder for the La Palma Avenue Slurry Seal Improvements, City Project No. ST-367.

6. ***Residential Zone 4 Slurry Seal Project (ST-372) Notice of Completion***

It is recommended that the City Council accept the work and authorize the Community Development and Public Works Director to file the Notice of Completion and Acceptance of Work with the Orange County Clerk-Recorder for the Residential Maintenance Zone 4 Slurry Seal Improvements, City Project No. ST-372.

7. ***Legal Services Agreement Amendment***

It is recommended that the City Council authorize the Interim City Manager to execute an amendment to the Legal Services Agreement dated June 17, 2025, with Van Dermyden Makus Law Corporation, a Professional Law Corporation, in an amount not to exceed $22,000.

PUBLIC HEARINGS

8. ***Introduction of an Ordinance and Resolution for the 2025 Building Code Update***

It is recommended that the City Council take the following actions:

1. Open Public Hearing
2. Receive Staff Report
3. Council Comments and Questions
4. Receive Public Input
5. Close the Public Hearing
6. Introduce a Resolution setting forth findings with respect to local climatic and geographic conditions within the City of La Palma to allow certain modifications and changes to the California Building Code, California Residential Code, and California Electric Code as amended by the State of California;
7. Introduce an Ordinance repealing Article III of Chapter 10 of the La Palma Municipal Code, and adding thereto a new Article III of Chapter 10 adopting by reference the 2025 Editions of the California Codes and related Model Codes which include the California Building, Residential, Energy, Green Building Standards, Plumbing, Mechanical, Electrical, Existing Building Codes, the International Property Maintenance Code, the Uniform Code for Abatement of Dangerous Building, and the Wildland-Urban Interface Code with appendices and amendments thereto.; and

8. Set a meeting date for November 4, 2025, to adopt the Resolution and Ordinance.

California Environmental Quality Act (CEQA) exempt pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)].

9. ***Introduction of an Ordinance and Resolution to Adopt the 2025 Fire Code Update***

It is recommended that the City Council take the following actions:

1. Open Public Hearing
2. Receive Staff Report
3. Council Comments and Questions
4. Receive Public Input
5. Close the Public Hearing
6. Introduce an Ordinance repealing Article II of Chapter 16 of the City of La Palma Municipal Code, and adding thereto a new Article II of Chapter 16 adopting by reference the 2025 Edition of the California Fire Code with appendices and amendments thereto
7. Introduce a Resolution setting forth findings with respect to local climatic, topographic and geographic conditions within the City of La Palma to allow certain modifications and changes to the California Fire Code; and,
8. Set a meeting date for November 4, 2025, to adopt the Ordinance and Resolution.

California Environmental Quality Act (CEQA) exempt pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)]

10. ***Consideration of Adopting New Fee Schedules***

It is recommended that the City Council take the following action:

1. Open Public Hearing;
2. Receive Staff Report;
3. Receive Public Input;
4. Close Public Hearing;
5. Council Comments and Questions;
6. Adopt a Resolution Approving and Adopting the User Fee Schedule (Attachment 1).

REGULAR ITEMS

11. ***Council Member Request — Discuss Moving La Palma's Annual Tree Lighting Ceremony Date***

It is recommended that the City Council consider Council Member Baker's request and provide direction to staff.

COUNCIL MEMBER AB1234 REPORTS, REPORTS FROM CITY-AFFILIATED COMMITTEES, AND COUNCIL REMARKS

CITY MANAGER REMARKS

CITY ATTORNEY REMARKS

ADJOURNMENT

NOTE: As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials and other disclosable public records distributed to all or a majority of the members of the City Council in connection with an open session item on the agenda are on file and available for inspection with the Office of the City Clerk, City Hall, 7822 Walker Street, during regular business hours 7:30 A.M. to 6:30 P.M., Monday through Thursday. If such writings are distributed to members of the Council on the day of a City Council meeting, the writings will be available at the entrance to the City Council Chambers. If you have any questions regarding any item of business on the agenda for this meeting, any of the staff reports, or other documentation relating to any agenda item, please contact the City Clerk at (714) 690-3334.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk at (714) 690-3334. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations to ensure accessibility to this meeting.

City of La Palma

Agenda Item No. 1

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Norma I. Alley, MMC, City Clerk
AGENDA TITLE:	Waive Reading of All Ordinances

RECOMMENDED ACTION:

It is recommended that the City Council waive the reading of all Ordinances in their entirety and read by title only.

This is a regular agenda item and acts as a reminder of an action that Council Members should take to waive the reading of any Ordinance before them in its entirety, and instead read it by title only. This action helps to expedite the processing of Ordinances and contributes to the efficiency of City Council meetings.

ATTACHMENTS:

None

City of La Palma

Agenda Item No. 2

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Norma I. Alley, MMC, City Clerk
AGENDA TITLE:	Approval of Council Minutes

RECOMMENDED ACTION:

It is recommended the City Council approve the September 2, 2025, City Council Meeting Minutes.

FISCAL IMPACT:

None.

ATTACHMENTS:

1. CC MIN 2025-0902

MINUTES OF THE REGULAR MEETING
OF THE LA PALMA CITY COUNCIL
September 2, 2025

CALL TO ORDER

Mayor Waldman called the Regular Meeting of the La Palma City Council to order at 5:30 p.m. in the Council Chambers of La Palma City Hall, 7822 Walker Street, La Palma, California.

CLOSED SESSION

CS-1. PUBLIC EMPLOYEE APPOINTMENT/RECRUITMENT
Pursuant to Government Code Section 54957(b)(1)
Position Title: City Manager

CS-2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to paragraph (1) of subdivision (d) of California Government Code Section 54956.9)
Name of Case: David Casey, et al. v. City of Buena Park, et al.
Case No. OCSC 30-2025-01497184-CU-PA-NJC

Mayor Waldman recessed the Open Session and convened the Closed Session at 5:30 p.m. Mayor Waldman adjourned Closed Session at 5:39 p.m.

OPEN SESSION TO BEGIN AT 6:30 P.M.

Mayor Waldman reconvened in Open Session at 6:30 p.m. and asked for a report out of Closed Session. City Attorney Ajit Thind reported there was no reportable action.

PLEDGE OF ALLEGIANCE

Council Member Baker led the Pledge of Allegiance.

INVOCATION

Pastor Matthew Agosto, La Palma Police Department Chaplain, conducted the Invocation.

ROLL CALL

Council Members Present: Council Member Baker, Council Member Keo, Council Member V. Patel, Mayor Pro Tem N. Patel, and Mayor Waldman

City Officials Present:
Mike Egan, Interim City Manager
Ajit Thind, City Attorney
Joe Cisneros, Deputy City Manager
Jake Chavira, Public Work Supervisor
Joe Guerrero, Police Chief
Jesse Amend, Police Captain
Norma Alley, City Clerk

PRESENTATIONS

Mayor Pro Tem N. Patel presented certificates recognizing the John F. Kennedy High School's Boys Tennis Team for achieving the Division 6 CIF Southern Section Champion Title.

Mayor Pro Tem N. Patel presented a proclamation recognizing September as Hunger Action Month.

Mayor Pro Tem N. Patel presented a proclamation recognizing September 17-23, 2025, as Constitution Week.

Communities and Activities Beatification Committee Member Irene Hesse presented the Home Spotlight Award to Doug & Mary Scholten.

ORAL COMMUNICATIONS

Mayor Waldman called for public comment.

David Pinen spoke to general matters regarding the Coyote Creek Bridge Project.

Seeing no further comments, Mayor Waldman closed public comment.

CONSENT CALENDAR

1. Waive the Reading of All Ordinances: Waive the reading of all Ordinances in their entirety and read by title only.

2. Approval of Council Minutes: approve the Minutes of July 9, 2025, July 21, 2025, August 5, 2025, August 8, 2025, and August 12, 2025, Meetings of the City Council.

3. Approval of Register of Demands: Adopt a Resolution No. 2025-38 approving the Registers of Demands for August 19, 2025, and September 2, 2025.

4. Second Reading and Adoption of an Ordinance Regarding the Use of Electric Mobility Devices: Conducted a second reading and adopted Ordinance No. 2025-01 regarding the use of Electric Mobility Devices.

5. 2025 Urban Water Management Plan (UWMP) Cost Sharing Agreement with Metropolitan Water District of Orange County (MWDOC): Approve a cost-sharing agreement with the Metropolitan Water District of Orange County (MWDOC) for the completion and submission of the 2025 Urban Water Management Plan (UWMP) and authorize the Interim City Manager to sign the agreement.

6. Geographic Information Systems (GIS)/Asset Management Award of Contract to Nobel Systems Inc.: Award a Contract for GIS/Asset Management to Nobel Systems Inc. and authorize the Interim City Manager to sign the agreement.

7. Award of Contract to Transtech Engineers, Inc. for City Engineering Services: Authorize the Interim City Manager to enter into a three-year Professional Services Agreement, with two additional one-year extensions, with Transtech Engineers, Inc. to provide professional city engineering services.

8. Approve an Agreement with ClearGov for Budgeting Software Services: Authorize the Interim City Manager to enter into a three-year agreement with ClearGov for budgeting software services totaling $89,304.

9. Extension of the ACMS Crossing Guard Professional Services Agreement: Approve and authorize the Interim City Manager to execute a one-year extension agreement with All City Management Services (ACMS), Inc. to provide school crossing guard services for one year, commencing July 1, 2025, through June 30, 2026.

Council Member Baker requested Item No. 2 be pulled and considered separately.

Mayor Pro Tem Nitesh Patel made a motion to approve Consent Calendar Items 1 and 3 thru 9. The motion was seconded by Council Member Baker and carried on the following vote:

AYES: Council Member Baker, Council Member Keo Conklin, Mayor Pro Tem Nitesh Patel, Council Member Vikesh Patel, and Mayor Waldman
NOES: None

Council Member Baker inquired on Item No. 2 requesting listings of Council Meetings attended under their AB1234 Report outs.

Council Member Baker made a motion to approve Consent Calendar Item 2, as amended. The motion was seconded by Mayor Pro Tem Nitesh Patel and carried on the following vote:

AYES: Council Member Baker, Council Member Keo Conklin, Mayor Pro Tem Nitesh Patel, Council Member Vikesh Patel, and Mayor Waldman
NOES: None

PUBLIC HEARINGS

None Scheduled.

REGULAR ITEMS

10. Approval of City Manager Employment Agreement

City Attorney Thind provided a brief summary of the staff report and recommended approval of the three recommendations presented.

Mayor Waldman called for public comment.

Gerard Goedhart spoke in favor of the appointment and complimented Council on their decision.

Seeing no further comments, Mayor Waldman closed public comment.

Mayor Pro Tem Nitesh Patel made a motion to:
1. Appoint Peter L. Kim to serve as City Manager for the City of La Palma effective October 27, 2025;
2. Adopt Resolution No. 2025-39 authorizing the Mayor to sign the proposed Employment Agreement with Peter L. Kim; and

3. Adopt Resolution No. 2025-40 amending the City's salary schedule for the City Manager consistent with the proposed Employment Agreement.

The motion was seconded by Council Member Keo Conklin and carried on the following vote:

AYES: Council Member Baker, Council Member Keo Conklin, Mayor Pro Tem Nitesh Patel, Council Member Vikesh Patel, and Mayor Waldman
NOES: None

Peter Kim thanked the Council, stated he was honored to serve, and provided heartfelt comments to his appointments. He introduced his family standing in support of his appointment.

11. Water and Sewer Rate Study and Approval to Initiate Proposition 218 Process

Deputy City Manager Cisneros provided a brief staff report and introduced Mr. Chris Fishe, Willdan Financial Services Vice President.

Mr. Fishe outlined the process, presented the research, methodology and projections, and provided recommendations, which was accompanied by a PowerPoint.

Mayor Waldman called for public comment. Seeing no one come forward, he closed public comment.

Mayor Pro Tem Nitesh Patel made a motion directing staff to initiate the Proposition 218 process, based on Scenario 1, for a public hearing to be held on November 4, 2025, and to consider implementation of rate adjustments on January 1, 2026. The motion was seconded by Council Member Baker and carried on the following vote:

AYES: Council Member Baker, Council Member Keo Conklin, Mayor Pro Tem Nitesh Patel, Council Member Vikesh Patel, and Mayor Waldman
NOES: None

<u>COUNCIL MEMBER AB1234 REPORTS, REPORTS FROM CITY-AFFILIATED COMMITTEES, AND COUNCIL REMARKS</u>

Council Member Keo Conklin welcomed Peter Kim, congratulated the tennis team, and reminded everyone to be compassionate with one another as we do not know what one is going through.

Council Member Baker congratulated and welcomed Peter Kim; reported she attended National Night Out/Hometown Heroes and Concert, Special Council Meeting to interview city manager candidates, League of California Cities (Cal Cities) Orange County Division Board of Directors Meeting, Special Council Meeting regarding the city manager recruitment, moderated the Cal Cities Mayors and Council Members Department Roundtable, Orange County Mosquito and Vector Control District (OCMVCD) Board of Trustees Meeting, Association of California Cities-Orange County (ACC-OC) BOLD (Better Opportunities for Learning and Development) program webinar, Regional Military Affairs Committee (RMAC) meeting, Orange County Sanitation District (OC San) Board of Directors Meeting, and Orange County Council of Governments (OCCOG) Board of Directors Meeting in August; and congratulated the tennis team and the Home Spotlight Award winners.

City Council Member V. Patel congratulated Peter Kim, all the people that received certificates, and provided a summary of meetings attended in August.

Mayor Pro Tem N. Patel provided a summary of meetings attended in August; announced highlights of a shoe drive event he hosted; provided highlights of an event with the local Fire Department; and welcomed Peter Kim.

Mayor Waldman congratulated all the people that received certificates, provided a summary of meetings attended in August, and welcomed Peter Kim.

CITY MANAGER REMARKS

Interim City Manager Egan acknowledged Public Works Supervisor Chavira for his hard work covering during the time the City was short staffed.

CITY ATTORNEY REMARKS

City Attorney Thind had nothing to report.

ADJOURNMENT

Mayor Waldman adjourned the Regular Meeting of the La Palma City Council at 7:38 p.m.

_____
Mark I. Waldman, Mayor

ATTEST:

_____
Norma I. Alley, MMC, City Clerk

City of La Palma

Agenda Item No. 3

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Joseph Cisneros, Deputy City Manager
AGENDA TITLE:	Approval of Register of Demands

RECOMMENDED ACTION:

It is recommended that the City Council adopt a Resolution approving the Registers of Demands for September 16, 2025, and October 7, 2025.

SUMMARY:

The laws of the State of California governing General Law Cities and the La Palma Municipal Code Sec. 14-30 provide that the City Council shall approve all payments made by the City. A Register of Demands is provided at each City Council Meeting describing each payment made or to be made by the City during the specified period.

FISCAL IMPACT:

Sufficient funds are available to process all payments.

ATTACHMENTS:

1. Resolution
2. Warrant Register 09162025
3. Warrant Register 10072025

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PALMA APPROVING THE REGISTERS OF DEMANDS FOR SEPTEMBER 16, 2025, AND OCTOBER 7, 2025

WHEREAS, the laws of the State of California governing General Law Cities and the La Palma Municipal Code §14-30 provide that the City Council shall approve all payments made by the City; and

WHEREAS, certain financial obligations are due and payable by the City of La Palma, a General Law City, as of September 16, 2025, and October 7, 2025; and

WHEREAS, the laws of the State of California governing General Law Cities and the Municipal Code of La Palma provide that the City Council of a General Law City shall approve all payments by said City from the various established funds of said City; and

WHEREAS, the City Manager and the City Council of the City of La Palma have ascertained that the following lists of obligations as submitted by the City of La Palma are paid or legally due and payable by the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of La Palma hereby approves the attached Registers of Demands dated September 16, 2025, and October 7, 2025, incorporated herein by reference.

APPROVED AND ADOPTED by the City Council of the City of La Palma at a Regular Meeting held on the 7th day of October, 2025.

_____
Mark I. Waldman
Mayor

ATTEST:

_____
Norma I. Alley, MMC
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF LA PALMA)

I, NORMA I. ALLEY, MMC, City Clerk of the City of La Palma, California, DO HEREBY CERTIFY that the foregoing resolution was adopted by the City Council of said City at a regular meeting of said City Council held on the 7th day of October, 2025, and that it was so adopted by called vote as follows:

AYES:

NOES:

_____
Norma I. Alley, MMC
City Clerk

City of La Palma, CA

Warrant Register
By Vendor Name

Post Dates 9/3/2025 - 9/16/2025

Approval

Reviewed by

DocuSigned by:
Joseph Cisneros
A0C77AC70FBC48C...

Joseph Cisneros - Deputy City Manager

Signed by:
Mike Egan
8D5CA115BFD3438...

Michael Egan - Interim City Manager

Docusign Envelope ID: 1530914A-6345-483E-A277-72C2327119A1

Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
Vendor: 05926 - AARYAV JAIN				
09/16/2025	40025	AARYAV JAIN	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05926 - AARYAV JAIN Total:	**100.00**
Vendor: 05925 - ADIT JAIN				
09/16/2025	40026	ADIT JAIN	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05925 - ADIT JAIN Total:	**100.00**
Vendor: 01037 - ADMIRAL PEST CONTROL INC				
09/11/2025	APA003209	ADMIRAL PEST CONTROL INC	8/22 GOPHER CONTROL/CP	175.00
09/11/2025	APA003209	ADMIRAL PEST CONTROL INC	8/27 GOPHER CONTROL/CP	175.00
			Vendor 01037 - ADMIRAL PEST CONTROL INC Total:	**350.00**
Vendor: 01047 - AFLAC				
09/11/2025	APA003210	AFLAC	Sep'25 Aflac Ins Prem W/H	133.44
			Vendor 01047 - AFLAC Total:	**133.44**
Vendor: 05039 - AIDEN RODRIGUEZ				
09/16/2025	40054	AIDEN RODRIGUEZ	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05039 - AIDEN RODRIGUEZ Total:	**200.00**
Vendor: 05372 - ALEX DO				
09/16/2025	40034	ALEX DO	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05372 - ALEX DO Total:	**100.00**
Vendor: 05938 - ALICIA PEREZ				
09/11/2025	APA003212	ALICIA PEREZ	8/24 COMM CTR DEPOSIT RFD	500.00
			Vendor 05938 - ALICIA PEREZ Total:	**500.00**
Vendor: 03530 - AMERICAN TIRE DEPOT - BIG BRAND TIRE AND SERVICE				
09/11/2025	APA003213	AMERICAN TIRE DEPOT - BIG ...	8/28 REPL TIRE/#748	392.83
09/11/2025	APA003213	AMERICAN TIRE DEPOT - BIG ...	8/21 REPL(2)TIRES/#738	580.92
09/11/2025	APA003213	AMERICAN TIRE DEPOT - BIG ...	9/3 REPL(2)TIRES/#745	624.02
			Vendor 03530 - AMERICAN TIRE DEPOT - BIG BRAND TIRE AND SERVICE Total:	**1,597.77**
Vendor: 01101 - ANAHEIM Y M C A				
09/11/2025	APA003215	ANAHEIM Y M C A	JUN-JUL'25 EXCURSION/DC	2,600.00
09/11/2025	APA003215	ANAHEIM Y M C A	JUL'25 STAFFING AQUATICS/REC	4,155.57
			Vendor 01101 - ANAHEIM Y M C A Total:	**6,755.57**
Vendor: 05695 - ANGEL AN				
09/11/2025	APA003214	ANGEL AN	5/17-8/2 KOREAN DRUM	936.00
09/11/2025	APA003214	ANGEL AN	5/17-8/2 KOREAN DANCE	1,365.00
			Vendor 05695 - ANGEL AN Total:	**2,301.00**
Vendor: 01015 - AT&T				
09/16/2025	40027	AT&T	8/25#826-6272 TELEMETRY/WTR BAN 9391033974	60.96
09/16/2025	40027	AT&T	9/1#995-1569 WALKER ST SYNCH - BAN 9391033976	31.16
09/16/2025	40027	AT&T	9/4#523-4309 EOC LINES/PD-BAN 9391033970	238.22
09/16/2025	40027	AT&T	9/4#523-7351FAX/PD-BAN 9391033971	24.80
			Vendor 01015 - AT&T Total:	**355.14**
Vendor: 04637 - AT&T				
09/16/2025	40028	AT&T	MAY'25-MAY'26 VESTA 911 MAINT/PD	24,278.76
			Vendor 04637 - AT&T Total:	**24,278.76**
Vendor: 05363 - AUSTIN LI				
09/16/2025	40046	AUSTIN LI	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05363 - AUSTIN LI Total:	**200.00**
Vendor: 05866 - AUTOZONE STORES LLC				
09/11/2025	APA003216	AUTOZONE STORES LLC	8/19 VEHICLE EXPENSE LP-63, 60, 52	71.63

Docusign Envelope ID: 1530914A-6345-483E-A277-72C2327119A1

Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
09/11/2025	APA003216	AUTOZONE STORES LLC	8/21 (6)WIPER BLADES/#749	93.70
09/11/2025	APA003216	AUTOZONE STORES LLC	8/21 RET'D (2)WIPER BLADES/#749	-16.16
09/11/2025	APA003216	AUTOZONE STORES LLC	8/21 (2)WIPER BLADES/#749	18.08
09/11/2025	APA003216	AUTOZONE STORES LLC	9/2 VEH MAINT SUPPLIES/#746	19.64
			Vendor 05866 - AUTOZONE STORES LLC Total:	**186.89**
Vendor: 01171 - B L WALLACE DISTRIBUTOR INC				
09/11/2025	APA003217	B L WALLACE DISTRIBUTOR INC	8/21 MTR BOX LIDS/WTR	320.25
			Vendor 01171 - B L WALLACE DISTRIBUTOR INC Total:	**320.25**
Vendor: 01208 - BLUE RIBBON TROPHY CO				
09/11/2025	APA003219	BLUE RIBBON TROPHY CO	City Tile Plates/(2)PD	44.98
			Vendor 01208 - BLUE RIBBON TROPHY CO Total:	**44.98**
Vendor: 04615 - CA AUTO AND BRAKE INC				
09/11/2025	APA003220	CA AUTO AND BRAKE INC	8/19 VEHICLE MAINT/LP-62	405.49
			Vendor 04615 - CA AUTO AND BRAKE INC Total:	**405.49**
Vendor: 05610 - CAMILLE VALLEY				
09/11/2025	APA003277	CAMILLE VALLEY	8/4-8/25 BEG BALLET	39.00
			Vendor 05610 - CAMILLE VALLEY Total:	**39.00**
Vendor: 05081 - CATHERINE ROCHA VELEZ				
09/11/2025	APA003262	CATHERINE ROCHA VELEZ	8/10-8/31 ACROBATIC ARTS	455.00
			Vendor 05081 - CATHERINE ROCHA VELEZ Total:	**455.00**
Vendor: 01252 - CFP INC				
09/11/2025	APA003221	CFP INC	(2)AUG'25 BLOOD TESTS/PD	303.86
			Vendor 01252 - CFP INC Total:	**303.86**
Vendor: 03908 - CHARLES OKURA				
09/11/2025	APA003255	CHARLES OKURA	8/22 GAZEBO DEPOSIT RFD	100.00
			Vendor 03908 - CHARLES OKURA Total:	**100.00**
Vendor: 02669 - CHARTER COMMUNICATIONS				
09/16/2025	40033	CHARTER COMMUNICATIONS	9/11-10/10 Internet SVC/CH-ACCT NO.188679701	424.67
			Vendor 02669 - CHARTER COMMUNICATIONS Total:	**424.67**
Vendor: 05455 - CHARTER COMMUNICATIONS				
09/16/2025	40031	CHARTER COMMUNICATIONS	9/11-10/10 INTERNET SVC/CY&CH-ACCT NO.188679101	1,617.37
			Vendor 05455 - CHARTER COMMUNICATIONS Total:	**1,617.37**
Vendor: 05456 - CHARTER COMMUNICATIONS				
09/16/2025	40032	CHARTER COMMUNICATIONS	9/11-10/10 INTERNET SVC/WW-ACCT NO. 188678801	719.00
			Vendor 05456 - CHARTER COMMUNICATIONS Total:	**719.00**
Vendor: 03604 - CINTAS CORPORATION				
09/11/2025	APA003223	CINTAS CORPORATION	8/21 UNIFORM SVC/PW	60.24
09/11/2025	APA003223	CINTAS CORPORATION	8/21 UNIFORM SVC/PW	60.24
09/11/2025	APA003223	CINTAS CORPORATION	8/21 UNIFORM SVC/PW	86.49
09/11/2025	APA003223	CINTAS CORPORATION	7/31 FIRST AID SUPPLIES/REC	131.45
			Vendor 03604 - CINTAS CORPORATION Total:	**338.42**
Vendor: 01356 - CITY OF LA PALMA FLEXIBLE				
09/04/2025	40021	CITY OF LA PALMA FLEXIBLE	Flexible Spending Contributions - Medical	196.52
			Vendor 01356 - CITY OF LA PALMA FLEXIBLE Total:	**196.52**
Vendor: 01357 - CITY OF LA PALMA PETTY CASH				
09/16/2025	40045	CITY OF LA PALMA PETTY CASH	STARTING CASH/FON	300.00
09/16/2025	40045	CITY OF LA PALMA PETTY CASH	WRISTBAND RFDS/FON	440.00
			Vendor 01357 - CITY OF LA PALMA PETTY CASH Total:	**740.00**
Vendor: 01368 - CIVICPLUS				
09/11/2025	APA003224	CIVICPLUS	FY25/26 MUNICODE SUB	4,950.75

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09/11/2025	APA003224	CIVICPLUS	AUG'25 SP CC MTG CLOSED CAPTIONING/ADM	267.62
			Vendor 01368 - CIVICPLUS Total:	**5,218.37**
Vendor: 01395 - COUNTY OF ORANGE				
09/16/2025	40051	COUNTY OF ORANGE	1QTR FY25/26 800MHZ COST ALLOCATION	7,929.94
09/16/2025	40051	COUNTY OF ORANGE	1QTR FY25/26 800MHZ COST ALLOCATION	480.60
09/16/2025	40051	COUNTY OF ORANGE	1QTR FY25/26 800MHZ COST ALLOCATION	480.60
09/16/2025	40051	COUNTY OF ORANGE	1QTR FY25/26 800MHZ COST ALLOCATION	480.60
09/16/2025	40051	COUNTY OF ORANGE	1QTR FY25/26 800MHZ COST ALLOCATION	480.60
			Vendor 01395 - COUNTY OF ORANGE Total:	**9,852.34**
Vendor: 01396 - COUNTY OF ORANGE				
09/16/2025	40050	COUNTY OF ORANGE	FY25/26 HAZMAT FEES/CY	618.00
09/16/2025	40050	COUNTY OF ORANGE	FY25/26 HAZMAT FEES/CY	577.00
			Vendor 01396 - COUNTY OF ORANGE Total:	**1,195.00**
Vendor: 05855 - CYNTHIA BINOYA HARGROVE				
09/11/2025	APA003227	CYNTHIA BINOYA HARGROVE	8/5-8/26 GENTLE YOGA	39.00
			Vendor 05855 - CYNTHIA BINOYA HARGROVE Total:	**39.00**
Vendor: 02815 - DANITA HERNANDEZ				
09/16/2025	2322	DANITA HERNANDEZ	SUMMER'25 TUITION REIMB/PD	820.00
09/16/2025	2322	DANITA HERNANDEZ	SUMMER'25 BOOK REIMB/PD	74.47
			Vendor 02815 - DANITA HERNANDEZ Total:	**894.47**
Vendor: 04387 - DOG WASTE DEPOT				
09/11/2025	APA003229	DOG WASTE DEPOT	7/29 (4)CASES DOG WASTE BAGS/PW	173.96
09/11/2025	APA003229	DOG WASTE DEPOT	8/27 (4)CASES DOG WASTE BAGS/PW	173.96
			Vendor 04387 - DOG WASTE DEPOT Total:	**347.92**
Vendor: 01518 - DUNN-EDWARDS CORP				
09/11/2025	APA003230	DUNN-EDWARDS CORP	9/3 HYDRANT PAINT/WTR	135.85
			Vendor 01518 - DUNN-EDWARDS CORP Total:	**135.85**
Vendor: 05923 - EDISON ANGEO				
09/16/2025	40036	EDISON ANGEO	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05923 - EDISON ANGEO Total:	**200.00**
Vendor: 05684 - ELISE KWONG				
09/16/2025	40044	ELISE KWONG	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05684 - ELISE KWONG Total:	**200.00**
Vendor: 04787 - ENTERPRISE FM TRUST				
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-61	-1,226.70
		ENTERPRISE FM TRUST	JUL'25 MAINT MGMT/PW&WTR	-54.00
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-62	-1,220.47
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-57	-672.79
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-58	-679.38
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-64	-1,431.25
		ENTERPRISE FM TRUST	JUL'25 FEES & CHARGES	-122.00
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-56	-814.62
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-63	-1,375.74
		ENTERPRISE FM TRUST	JUL'25 LEASE PMT/LP-60	-658.26
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-63	-1,375.74
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-61	-1,226.70
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-64	-1,431.25
		ENTERPRISE FM TRUST	AUG'25 FEES & CHARGES	-122.00
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-60	-658.26

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Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-57	-672.79
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-56	-814.62
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-58	-679.38
		ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-62	-1,220.47
		ENTERPRISE FM TRUST	AUG'25 MAINT MGMT/PW&WTR	-54.00
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-57	672.79
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 MAINT MGMT/PW&WTR	54.00
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-63	1,375.74
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 FEES & CHARGES	122.00
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-61	1,226.70
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-62	1,220.47
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-58	679.38
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-56	814.62
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-64	1,431.25
09/08/2025	40024	ENTERPRISE FM TRUST	JUL '25 LEASE PMT/LP-60	658.26
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-60	658.26
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-58	679.38
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-56	814.62
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-62	1,220.47
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-61	1,226.70
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-63	1,375.74
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-64	1,431.25
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 MAINT MGMT/PW&WTR	54.00
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 FEES & CHARGES	122.00
09/08/2025	40024	ENTERPRISE FM TRUST	AUG'25 LEASE PMT/LP-57	672.79
			Vendor 04787 - ENTERPRISE FM TRUST Total:	**0.00**
Vendor: 04704 - ERIN SUGITA				
09/11/2025	APA003231	ERIN SUGITA	8/24 PAVILION DEPOSIT RFD	200.00
			Vendor 04704 - ERIN SUGITA Total:	**200.00**
Vendor: 01615 - FERGUSON WATERWORKS				
09/11/2025	APA003232	FERGUSON WATERWORKS	8/27 WTR MTR PARTS/WTR	1,345.77
			Vendor 01615 - FERGUSON WATERWORKS Total:	**1,345.77**
Vendor: 05272 - FLEETCOR TECHNOLOGIES INC - VP RACING				
09/03/2025	DFT0010604	FLEETCOR TECHNOLOGIES INC...	8/15 GASOLINE/PD	3,092.73
09/03/2025	DFT0010604	FLEETCOR TECHNOLOGIES INC...	GASOLINE/PW	281.69
09/03/2025	DFT0010604	FLEETCOR TECHNOLOGIES INC...	VOLUME DISCOUNT	-22.91
			Vendor 05272 - FLEETCOR TECHNOLOGIES INC - VP RACING Total:	**3,351.51**
Vendor: 01631 - FRANCHISE TAX BOARD				
09/04/2025	DFT0010596	FRANCHISE TAX BOARD	State Tax Withholding	9,462.53
			Vendor 01631 - FRANCHISE TAX BOARD Total:	**9,462.53**
Vendor: 05601 - GABRIELA FUNES				
09/16/2025	2318	GABRIELA FUNES	8/20 Vision CLM	400.00
			Vendor 05601 - GABRIELA FUNES Total:	**400.00**
Vendor: 01679 - GOVERNMENTAL FINANCIAL SVCS				
09/16/2025	2320	GOVERNMENTAL FINANCIAL ...	AUG'25 ACCOUNTING SVCS/ADM	6,624.75
09/16/2025	2320	GOVERNMENTAL FINANCIAL ...	AUG'25 ACCOUNTING SVCS/FIN	4,215.75
09/16/2025	2320	GOVERNMENTAL FINANCIAL ...	AUG'25 ACCOUNTING SVCS/FIN	1,650.00
09/16/2025	2320	GOVERNMENTAL FINANCIAL ...	AUG'25 ACCOUNTING SVCS/WTR	1,204.50
			Vendor 01679 - GOVERNMENTAL FINANCIAL SVCS Total:	**13,695.00**
Vendor: 04597 - GREENTECH LANDSCAPE INC				
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	JUL'25 MOWING,VINE TRIM, MEDIAN MAINT	5,016.66

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09/11/2025	APA003233	GREENTECH LANDSCAPE INC	JUL'25 MOWING,VINE TRIM, MEDIAN MAINT	39.58
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	JUL'25 MOWING,VINE TRIM, MEDIAN MAINT	1,600.00
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	JUL'25 MOWING,VINE TRIM, MEDIAN MAINT	3,260.42
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	AUG'25 MOWING,VINE TRIM,MEDIAN MAINT	5,016.66
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	AUG'25 MOWING,VINE TRIM,MEDIAN MAINT	39.58
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	AUG'25 MOWING,VINE TRIM,MEDIAN MAINT	1,600.00
09/11/2025	APA003233	GREENTECH LANDSCAPE INC	AUG'25 MOWING,VINE TRIM,MEDIAN MAINT	3,260.42
			Vendor 04597 - GREENTECH LANDSCAPE INC Total:	**19,833.32**
Vendor: 01699 - HACH COMPANY				
09/11/2025	APA003234	HACH COMPANY	TESTING SUPPLIES/WTR	530.48
			Vendor 01699 - HACH COMPANY Total:	**530.48**
Vendor: 05234 - HANABI TAIKO				
09/16/2025	40038	HANABI TAIKO	9/20 ENTERTAINMENT/FON	500.00
			Vendor 05234 - HANABI TAIKO Total:	**500.00**
Vendor: 01707 - HARRINGTON INDUSTRIAL PLASTICS				
09/11/2025	APA003235	HARRINGTON INDUSTRIAL PL...	8/19 CHLORINATION PARTS/WTR	178.28
			Vendor 01707 - HARRINGTON INDUSTRIAL PLASTICS Total:	**178.28**
Vendor: 05303 - HEALTH AND HUMAN RESOURCES CENTER INC				
09/11/2025	APA003236	HEALTH AND HUMAN RESOU...	OCT'25 EAP	129.60
			Vendor 05303 - HEALTH AND HUMAN RESOURCES CENTER INC Total:	**129.60**
Vendor: 02642 - HOME DEPOT				
09/11/2025	APA003237	HOME DEPOT	8/27 SUPPLIES/WTR	254.95
09/11/2025	APA003237	HOME DEPOT	8/25 SUPPLIES/PD	407.26
09/11/2025	APA003237	HOME DEPOT	8/18 RPR MATERIALS/WTR	52.03
09/11/2025	APA003237	HOME DEPOT	8/13 MAINT MATERIAL/PW	79.54
09/11/2025	APA003237	HOME DEPOT	8/20 MAINT & RPR MATL'S/PW	101.82
			Vendor 02642 - HOME DEPOT Total:	**895.60**
Vendor: 01735 - HOSE-MAN INC				
09/11/2025	APA003238	HOSE-MAN INC	8/26 DISCHARGE HOSE/WTR	68.14
			Vendor 01735 - HOSE-MAN INC Total:	**68.14**
Vendor: 05920 - IBT OF PORAC				
09/11/2025	APA003239	IBT OF PORAC	APR'25 LTD/PD	807.00
09/11/2025	APA003239	IBT OF PORAC	MAY'25 LTD/PD	807.00
09/11/2025	APA003239	IBT OF PORAC	JUN'25 LTD/PD	807.00
09/11/2025	APA003239	IBT OF PORAC	Mar'25 LTD/PD	807.00
09/11/2025	APA003239	IBT OF PORAC	JUL'25 LTD/PD	875.40
09/11/2025	APA003239	IBT OF PORAC	AUG'25 LTD/PD	798.30
09/11/2025	APA003239	IBT OF PORAC	SEP'25 LTD/PD	798.30
09/11/2025	APA003239	IBT OF PORAC	OCT'25 LTD/PD	798.30
			Vendor 05920 - IBT OF PORAC Total:	**6,498.30**
Vendor: 05170 - ICE MANAGEMENT LLC				
09/11/2025	APA003240	ICE MANAGEMENT LLC	7/17-8/21 YOUTH ICE SKATING	257.40
			Vendor 05170 - ICE MANAGEMENT LLC Total:	**257.40**
Vendor: 04817 - INDUSTRIAL TECHNICAL SERVICES				
09/11/2025	APA003241	INDUSTRIAL TECHNICAL SERVI...	8/21 CLEAN VFD EQUIP PUMP#1/WW	750.00
			Vendor 04817 - INDUSTRIAL TECHNICAL SERVICES Total:	**750.00**
Vendor: 05649 - INFINITY TECHNOLOGIES				
09/11/2025	APA003242	INFINITY TECHNOLOGIES	MONTHLY IT SVCS	13,083.00

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09/11/2025	APA003242	INFINITY TECHNOLOGIES	SENTINEL ONE - MONTHLY BILLING	658.00
09/11/2025	APA003242	INFINITY TECHNOLOGIES	DUO - MONTHLY BILLING	141.00
09/11/2025	APA003242	INFINITY TECHNOLOGIES	MONTHLY IT SVCS	2,925.00
			Vendor 05649 - INFINITY TECHNOLOGIES Total:	**16,807.00**
Vendor: 01764 - INTERNAL REVENUE SERVICE				
09/04/2025	DFT0010595	INTERNAL REVENUE SERVICE	Federal Tax Withholding	23,344.04
09/04/2025	DFT0010597	INTERNAL REVENUE SERVICE	Medicare	6,637.78
			Vendor 01764 - INTERNAL REVENUE SERVICE Total:	**29,981.82**
Vendor: 03277 - JAMES ROCHE JR				
09/16/2025	2324	JAMES ROCHE JR	8/27 Vision CLM	189.00
			Vendor 03277 - JAMES ROCHE JR Total:	**189.00**
Vendor: 03413 - JANICE BAGSIC				
09/11/2025	APA003218	JANICE BAGSIC	8/16 GAZEBO DEPOSIT RFD	100.00
			Vendor 03413 - JANICE BAGSIC Total:	**100.00**
Vendor: 05939 - JONGMI PARK				
09/11/2025	APA003244	JONGMI PARK	13255 LESS CANCELLATION FEE	-11.00
09/11/2025	APA003244	JONGMI PARK	13255 ADV VOLLEYBALL RFD	49.00
09/11/2025	APA003244	JONGMI PARK	13256 ADV VOLLEYBALL RFD	49.00
			Vendor 05939 - JONGMI PARK Total:	**87.00**
Vendor: 01888 - JOSE GUERRERO				
09/16/2025	2321	JOSE GUERRERO	FY25/26 Annl Wellness Reimb	500.00
			Vendor 01888 - JOSE GUERRERO Total:	**500.00**
Vendor: 05924 - JOSEPH ALVAREZ				
09/16/2025	40040	JOSEPH ALVAREZ	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05924 - JOSEPH ALVAREZ Total:	**100.00**
Vendor: 03089 - JOSHUA GARCIA				
09/16/2025	2319	JOSHUA GARCIA	8/6 VISION CLM	105.00
			Vendor 03089 - JOSHUA GARCIA Total:	**105.00**
Vendor: 05928 - JULLIENE ENRIQUEZ				
09/16/2025	40041	JULLIENE ENRIQUEZ	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05928 - JULLIENE ENRIQUEZ Total:	**200.00**
Vendor: 05930 - JUSTIN LA				
09/16/2025	40042	JUSTIN LA	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05930 - JUSTIN LA Total:	**200.00**
Vendor: 04298 - KATRINA AGUIRRE-PIOHIA				
09/11/2025	APA003211	KATRINA AGUIRRE-PIOHIA	8/23 PAVILION DEPOSIT RFD	200.00
			Vendor 04298 - KATRINA AGUIRRE-PIOHIA Total:	**200.00**
Vendor: 05031 - KAYLA ELY				
09/16/2025	40037	KAYLA ELY	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05031 - KAYLA ELY Total:	**200.00**
Vendor: 05331 - KIDZ TALENT ACADEMY				
09/11/2025	APA003245	KIDZ TALENT ACADEMY	8/5-8/26 BASKETBALL SKILLS & DRILLS	205.40
09/11/2025	APA003245	KIDZ TALENT ACADEMY	8/5-8/26 BASKETBALL SKILLS & DRILLS	51.35
			Vendor 05331 - KIDZ TALENT ACADEMY Total:	**256.75**
Vendor: 05931 - KILE LILE				
09/16/2025	40043	KILE LILE	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05931 - KILE LILE Total:	**200.00**
Vendor: 05554 - KIM EUNG HWA & KOREAN DANCE ACADEMY				
09/16/2025	40039	KIM EUNG HWA & KOREAN D...	9/20 ENTERTAINMENT/FON	500.00
			Vendor 05554 - KIM EUNG HWA & KOREAN DANCE ACADEMY Total:	**500.00**

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Vendor: 01957 - KONICA MINOLTA BUSINESS				
09/09/2025	DFT0010609	KONICA MINOLTA BUSINESS	JUN-AUG'25 FLEET AGGREGATE BASE	1,800.59
			Vendor 01957 - KONICA MINOLTA BUSINESS Total:	**1,800.59**
Vendor: 01975 - L P G E A				
09/04/2025	40020	L P G E A	LPGEA Dues Withheld	216.00
			Vendor 01975 - L P G E A Total:	**216.00**
Vendor: 01988 - LA PALMA POLICE ASSN				
09/04/2025	40022	LA PALMA POLICE ASSN	LPPA Dues Withheld	1,541.51
			Vendor 01988 - LA PALMA POLICE ASSN Total:	**1,541.51**
Vendor: 05933 - LILIANA SANDOVAL				
09/16/2025	40047	LILIANA SANDOVAL	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05933 - LILIANA SANDOVAL Total:	**200.00**
Vendor: 01976 - LPPEA				
09/04/2025	40023	LPPEA	LPPEA Dues Withheld	90.00
			Vendor 01976 - LPPEA Total:	**90.00**
Vendor: 05932 - MALIA LOMITENG				
09/16/2025	40048	MALIA LOMITENG	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05932 - MALIA LOMITENG Total:	**200.00**
Vendor: 05362 - MAN CHING CHAN				
09/16/2025	40029	MAN CHING CHAN	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05362 - MAN CHING CHAN Total:	**200.00**
Vendor: 04380 - MANHATTAN STITCHING				
09/11/2025	APA003247	MANHATTAN STITCHING	5/20 UNIFORMS/REC	203.34
09/11/2025	APA003247	MANHATTAN STITCHING	5/20 UNIFORMS/DC	119.91
09/11/2025	APA003247	MANHATTAN STITCHING	5/22 UNIFORM/JUL4RUN	627.22
09/11/2025	APA003247	MANHATTAN STITCHING	5/22 UNIFORM/CAB	162.29
09/11/2025	APA003247	MANHATTAN STITCHING	5/22 UNIFORMS/DC	213.64
			Vendor 04380 - MANHATTAN STITCHING Total:	**1,326.40**
Vendor: 05936 - MARTHA FERNANDEZ				
09/11/2025	APA003248	MARTHA FERNANDEZ	8/23 GAZEBO DEPOSIT RFD	100.00
			Vendor 05936 - MARTHA FERNANDEZ Total:	**100.00**
Vendor: 05689 - MASON CHANG				
09/16/2025	40030	MASON CHANG	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05689 - MASON CHANG Total:	**200.00**
Vendor: 01752 - MISSION SQUARE - PLAN 302549				
09/04/2025	APA003207	MISSION SQUARE - PLAN 302...	Deferred Comp	1,410.00
09/04/2025	APA003207	MISSION SQUARE - PLAN 302...	Deferred Comp	3,723.55
			Vendor 01752 - MISSION SQUARE - PLAN 302549 Total:	**5,133.55**
Vendor: 05790 - MV CHENG & ASSOCIATES INC,				
09/16/2025	40049	MV CHENG & ASSOCIATES INC,	AUG'25 ACCTNG CONSULTING SERVICES/FIN - PO & AP	725.00
			Vendor 05790 - MV CHENG & ASSOCIATES INC, Total:	**725.00**
Vendor: 02219 - NATIONAL READY MIXED CONCRETE SALES LLC				
09/11/2025	APA003250	NATIONAL READY MIXED CON...	8/14 LEAK RPR SUPPLIES/7850 BOUMA	920.03
			Vendor 02219 - NATIONAL READY MIXED CONCRETE SALES LLC Total:	**920.03**
Vendor: 02228 - NEXT DAY SIGNS				
09/11/2025	APA003251	NEXT DAY SIGNS	8/18 RPR FON STREET SIGNS/PW	103.48
			Vendor 02228 - NEXT DAY SIGNS Total:	**103.48**
Vendor: 05872 - NORMA ALLEY				
09/16/2025	2323	NORMA ALLEY	9/9 OC CLERK RECORDER MLGE/CLERK	21.70
			Vendor 05872 - NORMA ALLEY Total:	**21.70**

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Vendor: 02248 - OCCUPATIONAL HEALTH CENTERS OF CA				
09/11/2025	APA003253	OCCUPATIONAL HEALTH CEN...	Aug'25 EMPL PHYS/(1)PW FT	208.00
			Vendor 02248 - OCCUPATIONAL HEALTH CENTERS OF CA Total:	**208.00**
Vendor: 02290 - PACIFIC TELEMANAGEMENT SVCS				
09/11/2025	APA003257	PACIFIC TELEMANAGEMENT S...	9/1#739-9846 PAYPHONE/PD	78.00
			Vendor 02290 - PACIFIC TELEMANAGEMENT SVCS Total:	**78.00**
Vendor: 02279 - PERS RETIREMENT				
09/04/2025	DFT0010582	PERS RETIREMENT	CalPERS Employee Contribution	1,749.80
09/04/2025	DFT0010583	PERS RETIREMENT	CalPERS Employer Contribution	3,519.26
09/04/2025	DFT0010584	PERS RETIREMENT	CalPERS Employee Contribution	1,144.53
09/04/2025	DFT0010585	PERS RETIREMENT	CalPERS Employer Contribution	1,666.09
09/04/2025	DFT0010586	PERS RETIREMENT	CalPERS Employee Contribution	4,326.52
09/04/2025	DFT0010587	PERS RETIREMENT	CalPERS Employer Contribution	4,443.71
09/04/2025	DFT0010588	PERS RETIREMENT	CalPERS Employee Contribution	1,930.33
09/04/2025	DFT0010589	PERS RETIREMENT	CalPERS Employer Contribution	6,295.02
09/04/2025	DFT0010590	PERS RETIREMENT	CalPERS Employee Contribution	437.55
09/04/2025	DFT0010591	PERS RETIREMENT	CalPERS Employer Contribution	1,132.62
09/04/2025	DFT0010592	PERS RETIREMENT	CalPERS Employee Contribution	8,307.55
09/04/2025	DFT0010593	PERS RETIREMENT	CalPERS Employer Contribution	8,420.65
09/04/2025	DFT0010594	PERS RETIREMENT	Employee Survivor Contribution Amount	48.36
			Vendor 02279 - PERS RETIREMENT Total:	**43,421.99**
Vendor: 05934 - QUINN YSON				
09/16/2025	40053	QUINN YSON	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05934 - QUINN YSON Total:	**100.00**
Vendor: 02354 - R C S INVESTIGATIONS AND CONSULTING LLC				
09/11/2025	APA003258	R C S INVESTIGATIONS AND C...	9/3 BACKGROUND INV/PD	1,900.00
			Vendor 02354 - R C S INVESTIGATIONS AND CONSULTING LLC Total:	**1,900.00**
Vendor: 05688 - RAAHI PATEL				
09/16/2025	40052	RAAHI PATEL	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05688 - RAAHI PATEL Total:	**200.00**
Vendor: 02392 - RESOURCE BUILDING MATERIALS				
09/11/2025	APA003259	RESOURCE BUILDING MATERI...	8/27 BACKFILL MATERIAL/WTR	241.03
			Vendor 02392 - RESOURCE BUILDING MATERIALS Total:	**241.03**
Vendor: 05937 - RICARDO MENDOZA				
09/11/2025	APA003260	RICARDO MENDOZA	8/24 GAZEBO DEPOSIT RFD	100.00
			Vendor 05937 - RICARDO MENDOZA Total:	**100.00**
Vendor: 05671 - RICHARD MIEIR				
09/11/2025	APA003249	RICHARD MIEIR	8/21-8/28 TAI CHI	71.50
			Vendor 05671 - RICHARD MIEIR Total:	**71.50**
Vendor: 05732 - RING CENTRAL INC				
09/11/2025	APA003261	RING CENTRAL INC	CITYWIDE PHONE SYSTEM & SUPPORT - SEP'25	2,185.19
			Vendor 05732 - RING CENTRAL INC Total:	**2,185.19**
Vendor: 02435 - ROSARIO KURODA				
09/11/2025	APA003246	ROSARIO KURODA	8/17 GAZEBO DEPOSIT RFD	100.00
			Vendor 02435 - ROSARIO KURODA Total:	**100.00**
Vendor: 05408 - RUPERTO DELA CRUZ				
09/11/2025	APA003228	RUPERTO DELA CRUZ	8/16 PAVILION DEPOSIT RFD	200.00
			Vendor 05408 - RUPERTO DELA CRUZ Total:	**200.00**

Warrant Register **Post Dates: 9/3/2025 - 9/16/2025**

Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
Vendor: 05365 - SARAH DO				
09/16/2025	40035	SARAH DO	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05365 - SARAH DO Total:	**100.00**
Vendor: 05906 - SAROM HAN				
		SAROM HAN	13162 TT RFD	-33.00
		SAROM HAN	13163 TT RFD	-33.00
		SAROM HAN	13162 LESS CANCELLATION FEE	11.00
		SAROM HAN	13163 LESS CANCELLATION FEE	11.00
09/16/2025	40055	SAROM HAN	13162 TT RFD REISSUE	33.00
09/16/2025	40055	SAROM HAN	13163 TT RFD REISSUE	33.00
09/16/2025	40055	SAROM HAN	13162 LESS CANCELLATION FEE	-11.00
09/16/2025	40055	SAROM HAN	13163 LESS CANCELLATION FEE	-11.00
			Vendor 05906 - SAROM HAN Total:	**0.00**
Vendor: 05935 - SHRESHA MANOHAR				
09/11/2025	APA003263	SHRESHA MANOHAR	8/17 PAVILION DEPOSIT RFD	100.00
			Vendor 05935 - SHRESHA MANOHAR Total:	**100.00**
Vendor: 05046 - SIMRAN THANKI				
09/16/2025	40056	SIMRAN THANKI	2025 VOLUNTEEN STIPEND	200.00
			Vendor 05046 - SIMRAN THANKI Total:	**200.00**
Vendor: 02535 - SMART & FINAL				
09/11/2025	APA003264	SMART & FINAL	8/26 KITCHEN SUPPLIES/PD	71.76
09/11/2025	APA003264	SMART & FINAL	8/27 KITCHEN SUPPLIES/PD	58.96
09/11/2025	APA003264	SMART & FINAL	8/19 SUPPLIES/CINEMA	54.97
09/11/2025	APA003264	SMART & FINAL	8/25 SUPPLIES/TEENS	16.25
09/11/2025	APA003264	SMART & FINAL	8/25 SUPPLIES/REC	8.69
			Vendor 02535 - SMART & FINAL Total:	**210.63**
Vendor: 02640 - SO CAL GAS COMPANY				
09/10/2025	DFT0010605	SO CAL GAS COMPANY	9/3 8415 MEADOWLARK/BOOSTER	14.79
09/10/2025	DFT0010606	SO CAL GAS COMPANY	9/3 8441 MOODY/CY	43.46
09/10/2025	DFT0010607	SO CAL GAS COMPANY	9/5 6800 WALKER/WW	76.44
09/10/2025	DFT0010608	SO CAL GAS COMPANY	9/3 7792 WALKER/PD	1,299.67
			Vendor 02640 - SO CAL GAS COMPANY Total:	**1,434.36**
Vendor: 02552 - SOUTH COAST AQMD				
09/11/2025	APA003265	SOUTH COAST AQMD	FY25/26 OPERATING FEE/ID#174042	565.63
09/11/2025	APA003265	SOUTH COAST AQMD	FY 25/26 EMISSIONS FEE/ID#174042	170.94
			Vendor 02552 - SOUTH COAST AQMD Total:	**736.57**
Vendor: 02568 - STAPLES BUSINESS ADVANTAGE				
09/11/2025	APA003267	STAPLES BUSINESS ADVANTA...	8/23 OFFICE SUPPLIES/PD	96.96
09/11/2025	APA003267	STAPLES BUSINESS ADVANTA...	8/26 OFFICE SUPPLIES/PD	86.10
09/11/2025	APA003267	STAPLES BUSINESS ADVANTA...	8/27 OFFICE SUPPLIES/PD	18.27
09/11/2025	APA003267	STAPLES BUSINESS ADVANTA...	8/27 OFFICE SUPPLIES/PD	37.04
09/11/2025	APA003267	STAPLES BUSINESS ADVANTA...	8/27 OFFICE SUPPLIES/PD	27.18
			Vendor 02568 - STAPLES BUSINESS ADVANTAGE Total:	**265.55**
Vendor: 02576 - STEP SAVER INC				
09/11/2025	APA003268	STEP SAVER INC	8/18 WTR TREATMENT SUPPLIES/CY	158.24
09/11/2025	APA003268	STEP SAVER INC	8/18 WTR TREATMENT SUPPLIES/WW	148.68
09/11/2025	APA003268	STEP SAVER INC	9/2 WTR TREATMENT SUPPLIES/CY	189.04
09/11/2025	APA003268	STEP SAVER INC	9/2 WTR TREATMENT SUPPLIES/WTR	172.04
			Vendor 02576 - STEP SAVER INC Total:	**668.00**

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Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
Vendor: 04604 - STEPHEN ALLEN CHAUNCEY				
09/11/2025	APA003269	STEPHEN ALLEN CHAUNCEY	9/2-9/5 RADAR & LASER OP TRNG/(2)PD	600.00
			Vendor 04604 - STEPHEN ALLEN CHAUNCEY Total:	**600.00**
Vendor: 01620 - STEVE A. FILARSKY ATTORNEY AT LAW				
09/11/2025	APA003270	STEVE A. FILARSKY ATTORNEY...	7/31-8/26 LABOR ATTY SVCS	1,800.00
			Vendor 01620 - STEVE A. FILARSKY ATTORNEY AT LAW Total:	**1,800.00**
Vendor: 05901 - SWB EVENTS & CONSULTING				
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	4,288.30
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	6,200.00
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	1,200.00
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	3,000.00
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	890.00
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	3,200.00
09/11/2025	APA003271	SWB EVENTS & CONSULTING	7/10 EVENT CONSULTING/JUL4RUN	4,600.00
			Vendor 05901 - SWB EVENTS & CONSULTING Total:	**23,378.30**
Vendor: 04122 - TAN NGUYEN OR WEST GROVE VOLLEYBALL LLC				
09/11/2025	APA003252	TAN NGUYEN OR WEST GROVE..	8/3-8/24 ADV VOLLEYBALL	191.10
			Vendor 04122 - TAN NGUYEN OR WEST GROVE VOLLEYBALL LLC Total:	**191.10**
Vendor: 05818 - THE DOT PRINTER				
09/11/2025	APA003272	THE DOT PRINTER	MOSIAC PROD SVCS	1,781.15
			Vendor 05818 - THE DOT PRINTER Total:	**1,781.15**
Vendor: 04630 - T-MOBILE USA INC				
09/16/2025	40057	T-MOBILE USA INC	7/16-8/15 INTERNET TABLET/CEO	21.81
09/16/2025	40057	T-MOBILE USA INC	7/21-8/20 UAS DATA PLAN/PD - Acct. 971557340	33.00
			Vendor 04630 - T-MOBILE USA INC Total:	**54.81**
Vendor: 05525 - TOWNSEND PUBLIC AFFAIRS INC				
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	2,200.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,925.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,375.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	2,200.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,925.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,375.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	2,200.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,925.00
09/11/2025	APA003273	TOWNSEND PUBLIC AFFAIRS I...	GRANT WRITING / FUNDING CONSULTING SERVICES	1,375.00
			Vendor 05525 - TOWNSEND PUBLIC AFFAIRS INC Total:	**16,500.00**
Vendor: 05927 - TREVOR KUDO				
09/16/2025	40058	TREVOR KUDO	2025 VOLUNTEEN STIPEND	100.00
			Vendor 05927 - TREVOR KUDO Total:	**100.00**

Warrant Register **Post Dates: 9/3/2025 - 9/16/2025**

Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
Vendor: 02700 - TYLER TECHNOLOGIES INC				
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 HR MGMT - ANN SAAS FEE	8,964.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 PURCHASING - ANN SAAS FEE	4,500.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 EMP ACCS PRO TIME & ATTNDNCE	4,695.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 FIXED ASSETS - ANN SAAS FEE	1,956.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 CORE FINANCIALS - ANN SAAS FEE	17,537.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 AR - ANN SAAS FEE	2,873.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 CASHERING - ANN SAAS FEE	5,870.00
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 CRDT - ERP PRO UTILITIES ANN FEES	-863.21
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 CRDT - ERP PRO FINANCIALS ANN FEES	-21,479.44
09/11/2025	APA003274	TYLER TECHNOLOGIES INC	JUL'25-JUN'26 CTNT MNGR CORE - ANN SAAS FEE	1,865.00
			Vendor 02700 - TYLER TECHNOLOGIES INC Total:	**25,917.35**
Vendor: 02706 - U S BANK INSTITUTIONAL TRUST-WESTERN REGION				
09/04/2025	APA003208	U S BANK INSTITUTIONAL TRU...	PARS Part Time Retirement Contributions	767.16
			Vendor 02706 - U S BANK INSTITUTIONAL TRUST-WESTERN REGION Total:	**767.16**
Vendor: 02712 - UNDERGROUND SERVICE ALERT				
09/11/2025	APA003275	UNDERGROUND SERVICE ALE...	AUG'25 CA STATE FEES	31.58
09/11/2025	APA003275	UNDERGROUND SERVICE ALE...	(295) DIG ALERT NOTICES/PW	600.00
			Vendor 02712 - UNDERGROUND SERVICE ALERT Total:	**631.58**
Vendor: 05555 - UNISPEC CONSTRUCTION INC.				
09/11/2025	2317	UNISPEC CONSTRUCTION INC.	5% RETENTION/ST-371	152,921.26
09/16/2025	2325	UNISPEC CONSTRUCTION INC.	PR#17 PLANT ESTABLISHMENT CHARGES ONLY	600.00
09/16/2025	2326	UNISPEC CONSTRUCTION INC.	PR#16 PLANT ESTABLISHMENT	2,750.00
09/16/2025	2327	UNISPEC CONSTRUCTION INC.	PR#15 PARTIAL ELIGIBLE AMOUNT	2,810.00
			Vendor 05555 - UNISPEC CONSTRUCTION INC. Total:	**159,081.26**
Vendor: 02702 - USA BLUE BOOK				
09/11/2025	APA003276	USA BLUE BOOK	9/2 TEST SUPPLIES/WTR	108.13
			Vendor 02702 - USA BLUE BOOK Total:	**108.13**
Vendor: 02742 - VERIZON WIRELESS				
09/16/2025	40059	VERIZON WIRELESS	8/16 CELL PHONES/REC	29.80
09/16/2025	40059	VERIZON WIRELESS	8/16 MACHINE TO MACHINE	150.17
09/16/2025	40059	VERIZON WIRELESS	8/17-9/16 SEDARU DATA PLAN/WTR	46.20
09/16/2025	40059	VERIZON WIRELESS	8/17-9/16 DATA ACCESS/WTR	140.14
			Vendor 02742 - VERIZON WIRELESS Total:	**366.31**
Vendor: 05820 - Waxie's Enterprises, LLC, a Brady PLUS Company				
09/11/2025	APA003278	Waxie's Enterprises, LLC, a Br...	7/2 JANITORIAL SUPPLIES/PW	1,695.61
09/11/2025	APA003278	Waxie's Enterprises, LLC, a Br...	8/27 JANITORIAL SUPPLIES/PW	945.91
			Vendor 05820 - Waxie's Enterprises, LLC, a Brady PLUS Company Total:	**2,641.52**
Vendor: 04196 - WECK LABORATORIES INC				
09/11/2025	APA003279	WECK LABORATORIES INC	8/4 WATER SAMPLES/CY	200.00
			Vendor 04196 - WECK LABORATORIES INC Total:	**200.00**
Vendor: 02763 - WEST COAST ARBORISTS INC				
09/11/2025	APA003280	WEST COAST ARBORISTS INC	8/13-15 TREE & STUMP RMVL/LP AVE	1,445.10
			Vendor 02763 - WEST COAST ARBORISTS INC Total:	**1,445.10**

Warrant Register **Post Dates: 9/3/2025 - 9/16/2025**

Payment Date	Payment Number	Vendor Name	Description (Item)	Amount
Vendor: 03987 - WEX HEALTH INC				
09/11/2025	APA003281	WEX HEALTH INC	AUG'25 Flex Adm Svc	50.00
			Vendor 03987 - WEX HEALTH INC Total:	**50.00**
Vendor: 02788 - WRIGHT EXPRESS				
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 ADJUSTMENT FEE/PD	413.56
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 GASOLINE/PD	3,446.95
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 GASOLINE REBATE	-23.96
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 GASOLINE/PW	322.48
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 ADJUSTMENT FEE/PW	429.12
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 GASOLINE/WTR	1,293.66
09/03/2025	DFT0010612	WRIGHT EXPRESS	7/31 ADJUSTMENT FEE/WTR	228.40
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 ADJUSTMENT FEE/PD	435.95
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 GASOLINE/PD	3,411.07
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 GASOLINE REBATE	-24.25
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 ADJUSTMENT FEE/PW	452.36
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 GASOLINE/PW	566.54
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 ADJUSTMENT FEE/WTR	240.77
09/03/2025	DFT0010613	WRIGHT EXPRESS	8/31 GASOLINE/WTR	1,238.55
			Vendor 02788 - WRIGHT EXPRESS Total:	**12,431.20**
Vendor: 05547 - YOUNGHEE CHOE				
09/11/2025	APA003222	YOUNGHEE CHOE	8/16 COMM CTR DEPOSIT RFD	300.00
			Vendor 05547 - YOUNGHEE CHOE Total:	**300.00**
Vendor: 02811 - ZUMAR INDUSTRIES INC				
09/11/2025	APA003282	ZUMAR INDUSTRIES INC	8/25 (8)TRAFFIC SIGNS/PW	1,286.63
			Vendor 02811 - ZUMAR INDUSTRIES INC Total:	**1,286.63**
			Grand Total:	**483,599.26**

Docusign Envelope ID: CB9F76E9-8949-4CD4-8BC5-96F53F33DE73

City of La Palma, CA

Warrant Register
By Vendor Name

Payment Dates 9/17/2025 - 10/7/2025

Approval

Reviewed by

DocuSigned by:
Joseph Cisneros
A0C77AC70FEBC48C...

Joseph Cisneros - Deputy City Manager

DocuSigned by:
Mike Egan
8D5CA115BFD3438...

Michael Egan - Interim City Manager

Docusign Envelope ID: CB9F76E9-8949-4CD4-8BC5-96F53F33DE73

Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
Vendor: 01042 - AETNA US HEALTHCARE				
10/07/2025	J2624336	AETNA US HEALTHCARE	Oct'25 Dental Premium	4,578.70
			Vendor 01042 - AETNA US HEALTHCARE Total:	**4,578.70**
Vendor: 01047 - AFLAC				
10/07/2025	125959	AFLAC	AUG'25 AFLAC/PD	562.18
10/07/2025	451275	AFLAC	SEP'25 AFLAC/PD	562.18
			Vendor 01047 - AFLAC Total:	**1,124.36**
Vendor: 05947 - ALEXIS ARNOLD				
10/07/2025	INV0025477	ALEXIS ARNOLD	2025 VOLOUNTEEN STIPEND	100.00
			Vendor 05947 - ALEXIS ARNOLD Total:	**100.00**
Vendor: 01064 - ALL CITY MANAGEMENT SVC INC				
10/07/2025	102612	ALL CITY MANAGEMENT SVC I	8/3-8/16 CROSSING GUARD SVC/PD	5,845.76
10/07/2025	102866	ALL CITY MANAGEMENT SVC I	8/17-8/30 CROSSING GUARD SVC/PD	7,700.07
			Vendor 01064 - ALL CITY MANAGEMENT SVC INC Total:	**13,545.83**
Vendor: 05943 - ALLSTATES MAILING SERVICES, INC.				
10/07/2025	49365	ALLSTATES MAILING SERVICES	Water Rate Study 218 Notice Mailer	6,101.34
			Vendor 05943 - ALLSTATES MAILING SERVICES, INC. Total:	**6,101.34**
Vendor: 05949 - AMANDA ALVES KHAMIS				
10/07/2025	1014190002	AMANDA ALVES KHAMIS	9/7 PAVILION DEPOSIT RFD	100.00
			Vendor 05949 - AMANDA ALVES KHAMIS Total:	**100.00**
Vendor: 05789 - AMAZON.COM SERVICES LLC				
09/22/2025	1GW4-CC7F-7N49	AMAZON.COM SERVICES LLC	8/20 COMP HARDWARE/IT	184.86
09/22/2025	1DQ7-DGPF-43JD	AMAZON.COM SERVICES LLC	8/28 OFFICE SUPPLIES-FON/ADM	36.94
09/22/2025	19VD-PM9F-FHCK	AMAZON.COM SERVICES LLC	8/06 KITCHEN DISPOSAL BINS/CH	158.93
09/22/2025	1944-41V4-66VK	AMAZON.COM SERVICES LLC	8/31 KITCHEN SUPPLIES/CH	176.43
09/22/2025	113C-6LXM-7M1K	AMAZON.COM SERVICES LLC	9/4 KITCHEN SUPPLIES/CH	21.99
09/22/2025	1RR3-CKQW-7XJ7	AMAZON.COM SERVICES LLC	9/2 KITCHEN SUPPLIES/CH	69.99
09/22/2025	1LVV-QQDG-PXP6	AMAZON.COM SERVICES LLC	9/1 KITCHEN SUPPLIES/CH	34.76
09/22/2025	19VD-PM9F-T6KD	AMAZON.COM SERVICES LLC	8/12 SUPPLIES/CH	90.25
09/22/2025	1Y37-RF1G-3HX7	AMAZON.COM SERVICES LLC	8/25 SUPPLIES/CLERK	125.00
09/22/2025	1K9H-YCFJ-RYF7	AMAZON.COM SERVICES LLC	8/19 SUPPLIES/CLERK	45.65
09/22/2025	1TFR-M6GT-9939	AMAZON.COM SERVICES LLC	9/4 SUPPLIES/REC	217.49
09/22/2025	1TD4-HPXQ-1HVF	AMAZON.COM SERVICES LLC	8/25 SUPPLIES/CINEMA	12.94
09/22/2025	1DXM-PNRG-DRX6	AMAZON.COM SERVICES LLC	9/2 SUPPLIES/TEENS	45.65
			Vendor 05789 - AMAZON.COM SERVICES LLC Total:	**1,220.88**
Vendor: 03530 - AMERICAN TIRE DEPOT - BIG BRAND TIRE AND SERVICE				
10/07/2025	11147237210	AMERICAN TIRE DEPOT - BIG	9/4 REPL(2)TIRES/#746	1,202.76
			Vendor 03530 - AMERICAN TIRE DEPOT - BIG BRAND TIRE AND SERVICE Total:	**1,202.76**
Vendor: 05522 - ANDREW DELGADO				
10/07/2025	INV0025488	ANDREW DELGADO	9/8 DENTAL CLM	204.90
			Vendor 05522 - ANDREW DELGADO Total:	**204.90**
Vendor: 05955 - ANDREW NGUYEN				
10/07/2025	1013951002	ANDREW NGUYEN	8/30 PAVILION DEPOSIT RFD	200.00
			Vendor 05955 - ANDREW NGUYEN Total:	**200.00**
Vendor: 01016 - AT&T MOBILITY				
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	42.94
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	627.00
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	42.94
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	154.60
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	103.07
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	618.40
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	42.94
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	42.94

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
09/25/2025	X08162025	AT&T MOBILITY	8/8 CELL PHONE BILLS/PD&P	42.94
			Vendor 01016 - AT&T MOBILITY Total:	**1,717.77**
Vendor: 01015 - AT&T				
10/07/2025	24032858	AT&T	SEP'25 DISPATCH PHONE SERV/PD-BAN 9391084360	118.61
10/07/2025	24077382	AT&T	9/15#690-3922 RV Parking Permit - BAN 9391033973	37.14
10/07/2025	24103516	AT&T	8/20-9/19 800MHZ OCSD/PD - BAN 9391064973	1,215.24
10/07/2025	24116218	AT&T	9/25#826-6272 TELEMETRY/WTR BAN 9391033974	61.81
			Vendor 01015 - AT&T Total:	**1,432.80**
Vendor: 03494 - CA STATE DISBURSEMENT UNIT				
09/18/2025	INV0025473	CA STATE DISBURSEMENT UNI	CSE#200000001701433	241.38
10/02/2025	INV0025528	CA STATE DISBURSEMENT UNI	CSE#200000001701433	241.38
			Vendor 03494 - CA STATE DISBURSEMENT UNIT Total:	**482.76**
Vendor: 05081 - CATHERINE ROCHA VELEZ				
10/07/2025	13206	CATHERINE ROCHA VELEZ	8/7-7/11 ZUMBA	46.80
			Vendor 05081 - CATHERINE ROCHA VELEZ Total:	**46.80**
Vendor: 02669 - CHARTER COMMUNICATIONS				
09/17/2025	188679701080725	CHARTER COMMUNICATIONS	8/11-9/10 Internet SVC/CH-ACCT NO.188679701	424.67
			Vendor 02669 - CHARTER COMMUNICATIONS Total:	**424.67**
Vendor: 05455 - CHARTER COMMUNICATIONS				
09/17/2025	188679101080725	CHARTER COMMUNICATIONS	8/11-9/10 Internet SVC/CH-ACCT NO.188679701	1,617.37
			Vendor 05455 - CHARTER COMMUNICATIONS Total:	**1,617.37**
Vendor: 05456 - CHARTER COMMUNICATIONS				
09/17/2025	188678801080725	CHARTER COMMUNICATIONS	8/11-9/10 INTERNET SVC/WW-ACCT NO. 18867880	719.00
			Vendor 05456 - CHARTER COMMUNICATIONS Total:	**719.00**
Vendor: 03604 - CINTAS CORPORATION				
10/07/2025	4241691752	CINTAS CORPORATION	8/28 UNIFORM SVC/PW	61.93
10/07/2025	4241691752	CINTAS CORPORATION	8/28 UNIFORM SVC/PW	61.93
10/07/2025	4241691752	CINTAS CORPORATION	8/28 UNIFORM SVC/PW	88.19
10/07/2025	4243150328	CINTAS CORPORATION	9/11 MAT RENTAL/REC	156.82
			Vendor 03604 - CINTAS CORPORATION Total:	**368.87**
Vendor: 03283 - CITY NATIONAL BANK				
09/17/2025	INV0025392	CITY NATIONAL BANK	8/8 MTG SUPPLIES/CC	106.95
09/17/2025	INV0025392	CITY NATIONAL BANK	8/5 MTG SUPPLIES/CC	188.84
09/17/2025	INV0025392	CITY NATIONAL BANK	8/8 MTG SUPPLIES/CC	281.66
09/17/2025	INV0025392	CITY NATIONAL BANK	8/5 LOCC Conf Reg Credit/CCMBR	-202.50
09/17/2025	INV0025392	CITY NATIONAL BANK	8/8 MTG SUPPLIES/CC	21.95
09/17/2025	INV0025392	CITY NATIONAL BANK	8/5 OC Notary Recording Fee/Clerk	43.00
09/17/2025	INV0025392	CITY NATIONAL BANK	8/5 OC Notary Recording Fee/PD SEC	43.00
09/17/2025	INV0025406	CITY NATIONAL BANK	9/2 MTG SUPPLIES/CC	130.66
09/17/2025	INV0025406	CITY NATIONAL BANK	9/3 S. OC Econ Coal Workshop Reg/CCMBR	75.00
09/17/2025	INV0025406	CITY NATIONAL BANK	8/19 FLOWERS/CSD	96.92
09/17/2025	INV0025406	CITY NATIONAL BANK	9/2 Memoriam FLOWERS/CCMBR	148.99
09/17/2025	INV0025406	CITY NATIONAL BANK	10/8 LOCC Workshop Registration/Clerk	200.00
09/17/2025	INV0025406	CITY NATIONAL BANK	11/12-14 LOCC New Law Conf Registration/Clerk	600.00
09/17/2025	INV0025406	CITY NATIONAL BANK	8/29 Annual Fee/GG	50.00

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09/17/2025	INV0025427	CITY NATIONAL BANK	8/18 ICE MACHINE RPR/PW	463.26
09/17/2025	INV0025427	CITY NATIONAL BANK	10/8 PAPA SEMINAR/PW MAINT	115.00
09/17/2025	INV0025427	CITY NATIONAL BANK	9/17 PAPA SEMINAR/PWM&LEAD MAIN	230.00
09/17/2025	INV0025427	CITY NATIONAL BANK	8/28 PAPA DUES/PWM	50.00
09/17/2025	INV0025427	CITY NATIONAL BANK	8/6 SUPPLIES/CIVIC EXPO	58.96
09/17/2025	INV0025427	CITY NATIONAL BANK	8/6 SUPPLIES/CIVIC EXPO	60.98
09/17/2025	INV0025427	CITY NATIONAL BANK	JUL'25 KORE TELEMATICS SVC/WW	514.25
09/17/2025	INV0025431	CITY NATIONAL BANK	8/13 ORAL PANEL/PD	49.97
09/17/2025	INV0025431	CITY NATIONAL BANK	9/2 ORAL BOARD/PD	103.24
09/17/2025	INV0025431	CITY NATIONAL BANK	8/16 SUPPLIES/PD	51.76
09/17/2025	INV0025431	CITY NATIONAL BANK	8/14 SUPPLIES/PD	99.08
09/17/2025	INV0025431	CITY NATIONAL BANK	8/14 SUPPLIES/PD	46.38
09/17/2025	INV0025431	CITY NATIONAL BANK	8/27 OFFICE SUPPLIES/PD	39.82
09/17/2025	INV0025431	CITY NATIONAL BANK	8/18 DISPUTED CHARGES RFD/PD	-589.91
09/17/2025	INV0025431	CITY NATIONAL BANK	8/18 SUPPLIES/PD	515.00
09/17/2025	INV0025431	CITY NATIONAL BANK	9/14-9/17 POST SLI CAR RENTAL/PD	194.52
09/17/2025	INV0025431	CITY NATIONAL BANK	9/16-9/27 SWAT ACADEMY COURSE/PD	351.00
09/17/2025	INV0025431	CITY NATIONAL BANK	8/18-8/20 POST SLI HOTEL/PD	417.10
09/17/2025	INV0025431	CITY NATIONAL BANK	8/18 PATROL SUPPLIES/PD	47.58
09/17/2025	INV0025431	CITY NATIONAL BANK	8/27 PATROL SUPPLIES/PD	39.60
09/17/2025	INV0025431	CITY NATIONAL BANK	8/18 RANGE AMMO/PD	951.97
09/17/2025	INV0025431	CITY NATIONAL BANK	8/20 COMMAND MTG SUPPLIES/PD	401.56
09/17/2025	INV0025431	CITY NATIONAL BANK	9/3 EVIDENCE SUPPLIES/PD	28.14
09/17/2025	INV0025431	CITY NATIONAL BANK	8/27 EVIDENCE SUPPLIES/PD	34.46
09/17/2025	INV0025431	CITY NATIONAL BANK	8/27 DISPATCH SUPPLIES/PD	245.00
09/17/2025	INV0025431	CITY NATIONAL BANK	8/13 SWAT EQUIPMENT/PD	2,163.08
09/17/2025	INV0025431	CITY NATIONAL BANK	9/2 SWAT EQUIP TRANSACTION FEE/PD	2.30
09/17/2025	INV0025431	CITY NATIONAL BANK	9/2 SWAT EQUIPMENT/PD	76.50
09/17/2025	INV0025426	CITY NATIONAL BANK	10/16 CATERING/SOTC	2,324.06
09/17/2025	INV0025426	CITY NATIONAL BANK	8/14 CalCities Conf/DCM	30.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/12 52-WK OC Reg SubSCRP/DCM	26.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/21 Office Name plates/MA	51.97
09/17/2025	INV0025426	CITY NATIONAL BANK	8/25 ACCOUNTING TRBG/FIN	150.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/14 FMLA TRNG Webinar/HR	289.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/21 EVENT SUPPLIES/EMPL RECOG	192.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/29 EVENT SUPPLIES/EMPL RECOG	43.94
09/17/2025	INV0025426	CITY NATIONAL BANK	8/30 EVENT SUPPLIES/EMPL RECOG	41.04
09/17/2025	INV0025426	CITY NATIONAL BANK	8/5 GoDaddy Domain Renewa	99.99
09/17/2025	INV0025426	CITY NATIONAL BANK	8/30 GoDaddy Domain Renwa	90.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/27 GoDaddy Domain Renewal	90.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/12 Office Supplies/IT	76.81
09/17/2025	INV0025426	CITY NATIONAL BANK	8/14 70th Anniver ChallengeCoins	827.50
09/17/2025	INV0025426	CITY NATIONAL BANK	8/14 70th Anniver ChallengeCoins	827.50
09/17/2025	INV0025426	CITY NATIONAL BANK	8/24 APPLE MOBILE DEVICE MGMT PLAN/PD	71.76
09/17/2025	INV0025426	CITY NATIONAL BANK	8/5 Posters/FON	39.00
09/17/2025	INV0025426	CITY NATIONAL BANK	8/20 BUSINESS BANNER/FON	121.14

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09/17/2025	INV0025426	CITY NATIONAL BANK	8/5 BANNER/FON	319.50
09/17/2025	INV0025426	CITY NATIONAL BANK	8/13 Tent/FON	1,770.55
09/17/2025	INV0025426	CITY NATIONAL BANK	8/5 Military registry nameplate/HTH	82.41
09/17/2025	INV0025426	CITY NATIONAL BANK	8/28 HOW SPOTLIGHT AWARD/CAB	24.46
09/17/2025	INV0025426	CITY NATIONAL BANK	8/7 VOL CATERING/DC	406.86
			Vendor 03283 - CITY NATIONAL BANK Total:	**16,540.56**
Vendor: 01356 - CITY OF LA PALMA FLEXIBLE				
09/18/2025	INV0025453	CITY OF LA PALMA FLEXIBLE	Flexible Spending Contributions - Medical	196.52
10/02/2025	INV0025508	CITY OF LA PALMA FLEXIBLE	Flexible Spending Contributions - Medical	196.52
			Vendor 01356 - CITY OF LA PALMA FLEXIBLE Total:	**393.04**
Vendor: 05706 - COLANTUONO HIGHSMITH & WHATLEY PC				
10/07/2025	66965	COLANTUONO HIGHSMITH &	AUG'25 RETAINER	9,020.00
10/07/2025	66965	COLANTUONO HIGHSMITH &	AUG'25 DISBURSEMENTS	68.32
10/07/2025	66966	COLANTUONO HIGHSMITH &	8/6-28 ATTY SVCS/PITCHESS-POLICE DEPT	3,454.40
10/07/2025	66967	COLANTUONO HIGHSMITH &	8/11-27 ATTY SVCS/PRA REQUESTS	1,441.60
10/07/2025	66968	COLANTUONO HIGHSMITH &	8/20-29 ATTY SVCS/LITIGATION MATTERS	1,006.40
10/07/2025	66969	COLANTUONO HIGHSMITH &	8/1-28 ATTY SVCS/PW & UTILITIES	1,659.20
			Vendor 05706 - COLANTUONO HIGHSMITH & WHATLEY PC Total:	**16,649.92**
Vendor: 01395 - COUNTY OF ORANGE				
10/07/2025	INV0025428	COUNTY OF ORANGE	JUL'25 PARKING CITATIONS/P	743.50
10/07/2025	SH72236	COUNTY OF ORANGE	AUG'25 AFIS FEE/PD	452.00
			Vendor 01395 - COUNTY OF ORANGE Total:	**1,195.50**
Vendor: 03853 - DENISE MARTINEZ				
10/07/2025	1014183002	DENISE MARTINEZ	8/30 GAZEBO DEPOSIT RFD	100.00
			Vendor 03853 - DENISE MARTINEZ Total:	**100.00**
Vendor: 01472 - DEPT OF JUSTICE				
10/07/2025	841093	DEPT OF JUSTICE	Aug'25 FINGERPRINT/MGMT FT	32.00
10/07/2025	841093	DEPT OF JUSTICE	Aug'25 FINGERPRINT/(2)IT CONTRACTOR	64.00
10/07/2025	841093	DEPT OF JUSTICE	Aug'25 FINGERPRINT/PW FT	32.00
10/07/2025	841093	DEPT OF JUSTICE	Aug'25 FINGERPRINT/(2)REC INST	64.00
			Vendor 01472 - DEPT OF JUSTICE Total:	**192.00**
Vendor: 04787 - ENTERPRISE FM TRUST				
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 MAINT MGMT/PW&WTR	54.00
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-64	1,431.25
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-63	1,375.74
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-62	1,220.47
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-56	814.62
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-58	679.38
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-57	672.79
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-60	658.26
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 LEASE PMT/LP-61	1,226.70
10/07/2025	FBN5436354	ENTERPRISE FM TRUST	SEP'25 FEES & CHARGES	244.00
			Vendor 04787 - ENTERPRISE FM TRUST Total:	**8,377.21**
Vendor: 05868 - FIRE FORCE PROTECTION LLC				
10/07/2025	20793	FIRE FORCE PROTECTION LLC	9/11 FIRE SPRINKLER INSPECTION & CERTIFICATION	2,450.00
			Vendor 05868 - FIRE FORCE PROTECTION LLC Total:	**2,450.00**

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Vendor: 05071 - FLEETCOR TECHNOLOGIES INC - ARCO				
09/17/2025	NP69093974	FLEETCOR TECHNOLOGIES INC	8/3 GASOLINE/PD	39.10
09/17/2025	NP69093974	FLEETCOR TECHNOLOGIES INC	8/3 GASOLINE/PW	231.00
09/17/2025	NP69093974	FLEETCOR TECHNOLOGIES INC	8/3 GASOLINE/REC	130.45
09/17/2025	NP69093974	FLEETCOR TECHNOLOGIES INC	8/3 GASOLINE/CD	80.50
09/17/2025	NP69093974	FLEETCOR TECHNOLOGIES INC	8/3 GASOLINE/WTR	267.35
			Vendor 05071 - FLEETCOR TECHNOLOGIES INC - ARCO Total:	**748.40**
Vendor: 01631 - FRANCHISE TAX BOARD				
09/18/2025	INV0025475	FRANCHISE TAX BOARD	State Tax Withholding	12,807.25
10/02/2025	INV0025530	FRANCHISE TAX BOARD	State Tax Withholding	10,507.03
			Vendor 01631 - FRANCHISE TAX BOARD Total:	**23,314.28**
Vendor: 01649 - GALLS - QUARTERMASTER				
10/07/2025	32495958	GALLS - QUARTERMASTER	9/10 NAMEPLATES/PD	64.95
			Vendor 01649 - GALLS - QUARTERMASTER Total:	**64.95**
Vendor: 01657 - GENE DE LEON				
10/07/2025	1014374002	GENE DE LEON	9/14 PAVILION DEPOSIT RFD	100.00
			Vendor 01657 - GENE DE LEON Total:	**100.00**
Vendor: 01669 - GLOBALSTAR USA				
10/07/2025	98544928	GLOBALSTAR USA	9/16 #254-241-0048 & 49/PD	176.64
			Vendor 01669 - GLOBALSTAR USA Total:	**176.64**
Vendor: 02642 - HOME DEPOT				
10/07/2025	1546971	HOME DEPOT	9/17 SUPPLIES/WTR	71.24
10/07/2025	3523658	HOME DEPOT	9/15 SUPPLIES/PD	85.63
10/07/2025	3555312	HOME DEPOT	9/15 SUPPLIES/PD	46.30
10/07/2025	7532871	HOME DEPOT	9/11 SUPPLIES/FON	22.35
10/07/2025	9510230	HOME DEPOT	9/9 SUPPLIES/HALLOWEEN	63.92
			Vendor 02642 - HOME DEPOT Total:	**289.44**
Vendor: 05170 - ICE MANAGEMENT LLC				
10/07/2025	12990	ICE MANAGEMENT LLC	2/6-2/27 YOUTH ICE SKATING	57.20
			Vendor 05170 - ICE MANAGEMENT LLC Total:	**57.20**
Vendor: 04817 - INDUSTRIAL TECHNICAL SERVICES				
10/02/2025	1116067R	INDUSTRIAL TECHNICAL SERVI	8/21 CLEAN VFD EQUIP PUMP#1/WW	750.00
			Vendor 04817 - INDUSTRIAL TECHNICAL SERVICES Total:	**750.00**
Vendor: 01762 - INTELLI-TECH				
10/07/2025	15659	INTELLI-TECH	1YR BARRACUDA ENERGIZE,RPEL,&CLOUD	22,260.00
			Vendor 01762 - INTELLI-TECH Total:	**22,260.00**
Vendor: 01764 - INTERNAL REVENUE SERVICE				
09/18/2025	INV0025474	INTERNAL REVENUE SERVICE	Federal Tax Withholding	28,973.08
09/18/2025	INV0025476	INTERNAL REVENUE SERVICE	Medicare	7,801.12
10/02/2025	INV0025529	INTERNAL REVENUE SERVICE	Federal Tax Withholding	27,375.98
10/02/2025	INV0025531	INTERNAL REVENUE SERVICE	Medicare	6,983.84
			Vendor 01764 - INTERNAL REVENUE SERVICE Total:	**71,134.02**
Vendor: 01775 - IRON MOUNTAIN				
10/07/2025	KRZM655	IRON MOUNTAIN	SEP'25 RECORDS STORAGE	300.17
			Vendor 01775 - IRON MOUNTAIN Total:	**300.17**
Vendor: 05768 - ISSAC CAMPOS				
10/07/2025	INV0025490	ISSAC CAMPOS	9/2-5 RADAR&LASER OP TRNG/PD	174.32
			Vendor 05768 - ISSAC CAMPOS Total:	**174.32**
Vendor: 01781 - J D L DESIGN				
10/07/2025	984565	J D L DESIGN	AUG'25 COMPLETION OF THE SCADA SERVER/WTR	48,850.00
			Vendor 01781 - J D L DESIGN Total:	**48,850.00**

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Vendor: 03054 - JACOBO CHAVIRA				
10/07/2025	INV0025438	JACOBO CHAVIRA	9/8 Vision CLM	144.00
10/07/2025	INV0025438	JACOBO CHAVIRA	9/8 Vision CLM	57.60
10/07/2025	INV0025438	JACOBO CHAVIRA	9/8 Vision CLM	28.80
10/07/2025	INV0025438	JACOBO CHAVIRA	9/8 Vision CLM	28.80
10/07/2025	INV0025438	JACOBO CHAVIRA	9/8 Vision CLM	28.80
			Vendor 03054 - JACOBO CHAVIRA Total:	**288.00**
Vendor: 05946 - JANE CHIANG				
10/07/2025	1014277002	JANE CHIANG	13246 MULTI SPORT RFD	85.00
10/07/2025	1014277002	JANE CHIANG	13246 LESS CANCELLATION FE	-11.00
			Vendor 05946 - JANE CHIANG Total:	**74.00**
Vendor: 05954 - JENNIFER LAWHORN				
10/07/2025	1014367002	JENNIFER LAWHORN	9/13 PAVILION DEPOSIT RFD	100.00
			Vendor 05954 - JENNIFER LAWHORN Total:	**100.00**
Vendor: 05952 - JENNY HYONG-HUI KIM				
10/07/2025	1014381002	JENNY HYONG-HUI KIM	9/13 GAZEBO DEPOSIT RFD	100.00
			Vendor 05952 - JENNY HYONG-HUI KIM Total:	**100.00**
Vendor: 01801 - JHM SUPPLY INC				
10/07/2025	3929321	JHM SUPPLY INC	9/15 IRRIGATION RPR SUPPLIES/CP	562.10
			Vendor 01801 - JHM SUPPLY INC Total:	**562.10**
Vendor: 03089 - JOSHUA GARCIA				
10/07/2025	INV0025489	JOSHUA GARCIA	9/14-17 POST SLI CLASS 552/PD	301.00
			Vendor 03089 - JOSHUA GARCIA Total:	**301.00**
Vendor: 01932 - KATHY PHELPS				
10/07/2025	13228A	KATHY PHELPS	7/7-8/27 AEROBICS FULL QUARTER	327.60
10/07/2025	13229	KATHY PHELPS	7/7-8/27 AEROBICS	218.40
10/07/2025	13230A	KATHY PHELPS	7/12-8/23 AEROBICS	27.30
			Vendor 01932 - KATHY PHELPS Total:	**573.30**
Vendor: 01938 - KEN GRODY FORD				
10/07/2025	601263	KEN GRODY FORD	9/11 REPL CONTROL ARMS/#746	1,641.34
			Vendor 01938 - KEN GRODY FORD Total:	**1,641.34**
Vendor: 01959 - KONICA MINOLTA PREMIER				
09/22/2025	592103157	KONICA MINOLTA PREMIER	9/12 PROPERTY TAX & ADM FEE	168.42
09/22/2025	592313164	KONICA MINOLTA PREMIER	9/15-10/14 COPIER RENTAL/CH,PD,REC	598.50
			Vendor 01959 - KONICA MINOLTA PREMIER Total:	**766.92**
Vendor: 01975 - L P G E A				
09/18/2025	INV0025454	L P G E A	LPGEA Dues Withheld	216.00
10/02/2025	INV0025509	L P G E A	LPGEA Dues Withheld	216.00
			Vendor 01975 - L P G E A Total:	**432.00**
Vendor: 01980 - LA PALMA CAR WASH				
10/07/2025	2201	LA PALMA CAR WASH	8/4-8/29 CAR WASH/PD & RE	882.00
10/07/2025	2201	LA PALMA CAR WASH	8/4-8/29 CAR WASH/PD & RE	32.00
			Vendor 01980 - LA PALMA CAR WASH Total:	**914.00**
Vendor: 01984 - LA PALMA INTERCOMMUNITY HOSPITAL				
10/07/2025	INV0025434	LA PALMA INTERCOMMUNITY	AUG '25 MEALS ON WHEELS	604.00
			Vendor 01984 - LA PALMA INTERCOMMUNITY HOSPITAL Total:	**604.00**
Vendor: 01988 - LA PALMA POLICE ASSN				
09/18/2025	INV0025455	LA PALMA POLICE ASSN	LPPA Dues Withheld	1,541.51
10/02/2025	INV0025510	LA PALMA POLICE ASSN	LPPA Dues Withheld	1,541.51
			Vendor 01988 - LA PALMA POLICE ASSN Total:	**3,083.02**

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
Vendor: 01976 - LPPEA				
09/18/2025	INV0025456	LPPEA	LPPEA Dues Withheld	90.00
10/02/2025	INV0025511	LPPEA	LPPEA Dues Withheld	90.00
			Vendor 01976 - LPPEA Total:	**180.00**
Vendor: 04380 - MANHATTAN STITCHING				
10/07/2025	109792	MANHATTAN STITCHING	7/22 UNIFORMS/JUL4RUN	2,831.67
10/07/2025	109842	MANHATTAN STITCHING	7/24 UNIFORMS/JUL4RUN	4,168.33
10/07/2025	109842A	MANHATTAN STITCHING	7/24 UNIFORMS/JUL4RUN	279.05
			Vendor 04380 - MANHATTAN STITCHING Total:	**7,279.05**
Vendor: 02956 - MANMEET RAI				
10/07/2025	1014255002	MANMEET RAI	8/31 PAVILION DEPOSIT RFD	100.00
			Vendor 02956 - MANMEET RAI Total:	**100.00**
Vendor: 05951 - MARIA AGATEP				
10/07/2025	1014030002	MARIA AGATEP	8/30 COMM CTR DEPOSIT RF	300.00
			Vendor 05951 - MARIA AGATEP Total:	**300.00**
Vendor: 05072 - MASTERLUBE CYPRESS				
10/07/2025	1222	MASTERLUBE CYPRESS	9/9 OIL CHANGE/#749	113.44
			Vendor 05072 - MASTERLUBE CYPRESS Total:	**113.44**
Vendor: 02183 - MINUTEMAN PRESS				
10/07/2025	98976	MINUTEMAN PRESS	9/11 (6)SIGNS/FON	312.78
10/07/2025	98986	MINUTEMAN PRESS	(885)WTR BILL INSERTS/WTR	318.86
			Vendor 02183 - MINUTEMAN PRESS Total:	**631.64**
Vendor: 01752 - MISSION SQUARE - PLAN 302549				
09/18/2025	INV0025463	MISSION SQUARE - PLAN 302	Deferred Comp	1,410.00
09/18/2025	INV0025464	MISSION SQUARE - PLAN 302	Deferred Comp	3,724.20
10/02/2025	INV0025518	MISSION SQUARE - PLAN 302	Deferred Comp	1,410.00
10/02/2025	INV0025519	MISSION SQUARE - PLAN 302	Deferred Comp	3,725.59
			Vendor 01752 - MISSION SQUARE - PLAN 302549 Total:	**10,269.79**
Vendor: 03268 - MOTOROLA SOLUTIONS INC				
10/07/2025	8230506130	MOTOROLA SOLUTIONS INC	MAY'25-APR'26 ANNUAL MAINT/PD	36,090.37
			Vendor 03268 - MOTOROLA SOLUTIONS INC Total:	**36,090.37**
Vendor: 02201 - MUNICIPAL WATER DISTRICT OF				
09/17/2025	11864	MUNICIPAL WATER DISTRICT	JUL'25 RTS&TREATED DOMESTIC/WTR	911.55
09/17/2025	11890	MUNICIPAL WATER DISTRICT	AUG''25 RTS&TREATED DOMESTIC/WTR	911.55
09/17/2025	17830	MUNICIPAL WATER DISTRICT	FY'25/26 WTR LOSS CONTROL SHARED SVCS	3,255.00
09/17/2025	17836	MUNICIPAL WATER DISTRICT	CY 2025 WTR LOSS CONTROL TECH & ROLLOVER	12,150.00
09/17/2025	17851	MUNICIPAL WATER DISTRICT	FY25/26 CHOICE PROGRAMS BILLING	218.80
10/07/2025	17781	MUNICIPAL WATER DISTRICT	WATER SERVICE	612.96
10/07/2025	17894	MUNICIPAL WATER DISTRICT	WATER SERVICE	9.12
10/07/2025	17898	MUNICIPAL WATER DISTRICT	FY 2025 URBAN WTR MGMT PLAN WATER SERVICE	44,030.00
			Vendor 02201 - MUNICIPAL WATER DISTRICT OF Total:	**62,098.98**
Vendor: 02227 - NEWS ENTERPRISE				
10/07/2025	INV0025432	NEWS ENTERPRISE	9/10 Legal Ad/E-Bikes Ord	165.00
			Vendor 02227 - NEWS ENTERPRISE Total:	**165.00**
Vendor: 02228 - NEXT DAY SIGNS				
10/07/2025	19188	NEXT DAY SIGNS	8/28 OFFICE SUPPLIES/PD	38.33
			Vendor 02228 - NEXT DAY SIGNS Total:	**38.33**
Vendor: 02248 - OCCUPATIONAL HEALTH CENTERS OF CA				
10/07/2025	88095953	OCCUPATIONAL HEALTH CENT	SEP'25 EMPL PHYS/(1)REC PT	703.00

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
10/07/2025	88095953	OCCUPATIONAL HEALTH CENT	SEP'25 EMPL PHYS/(1)Adm FT	703.00
			Vendor 02248 - OCCUPATIONAL HEALTH CENTERS OF CA Total:	**1,406.00**
Vendor: 02270 - ORANGE COUNTY WATER DISTRICT				
10/02/2025	INV0025492	ORANGE COUNTY WATER DIS	7'24-JUN'25 BASIN EQUITY ASSESS/WTR	81,783.60
			Vendor 02270 - ORANGE COUNTY WATER DISTRICT Total:	**81,783.60**
Vendor: 05238 - PACIFIC SOUND CONTROL				
10/07/2025	92508007	PACIFIC SOUND CONTROL	9/2 WALL MAINT/REC	1,440.00
			Vendor 05238 - PACIFIC SOUND CONTROL Total:	**1,440.00**
Vendor: 02277 - PARS				
10/07/2025	58715	PARS	JUL'25 PARS Adm Svcs	415.07
			Vendor 02277 - PARS Total:	**415.07**
Vendor: 02280 - PERS - MEDICAL				
10/07/2025	18062139	PERS - MEDICAL	Oct '25 Health Premium Adm Fee/FT	45.62
10/07/2025	18062139	PERS - MEDICAL	Oct '25 Health Premium Adm Fee/RET	21.25
10/07/2025	18062139	PERS - MEDICAL	Oct '25 Health Plan Premium/RET	11,213.43
10/07/2025	18062139	PERS - MEDICAL	Oct '25 Health Plan Premium/FT	57,018.83
			Vendor 02280 - PERS - MEDICAL Total:	**68,299.13**
Vendor: 02279 - PERS RETIREMENT				
09/18/2025	INV0025457	PERS RETIREMENT	CalPERS Employee Contribution	1,749.80
09/18/2025	INV0025458	PERS RETIREMENT	CalPERS Employer Contributio	3,519.26
09/18/2025	INV0025459	PERS RETIREMENT	CalPERS Employee Contribution	1,144.53
09/18/2025	INV0025460	PERS RETIREMENT	CalPERS Employer Contributio	1,666.09
09/18/2025	INV0025461	PERS RETIREMENT	CalPERS Employee Contribution	4,359.15
09/18/2025	INV0025462	PERS RETIREMENT	CalPERS Employer Contributio	4,477.25
09/18/2025	INV0025466	PERS RETIREMENT	CalPERS Employee Contribution	1,930.33
09/18/2025	INV0025467	PERS RETIREMENT	CalPERS Employer Contributio	6,295.02
09/18/2025	INV0025468	PERS RETIREMENT	CalPERS Employee Contribution	437.55
09/18/2025	INV0025469	PERS RETIREMENT	CalPERS Employer Contributio	1,132.62
09/18/2025	INV0025470	PERS RETIREMENT	CalPERS Employee Contribution	8,756.16
09/18/2025	INV0025471	PERS RETIREMENT	CalPERS Employer Contributio	8,875.38
09/18/2025	INV0025472	PERS RETIREMENT	Employee Survivor Contribution Amount	47.43
10/02/2025	INV0025512	PERS RETIREMENT	CalPERS Employee Contribution	1,749.80
10/02/2025	INV0025513	PERS RETIREMENT	CalPERS Employer Contributio	3,519.26
10/02/2025	INV0025514	PERS RETIREMENT	CalPERS Employee Contribution	1,144.52
10/02/2025	INV0025515	PERS RETIREMENT	CalPERS Employer Contributio	1,666.09
10/02/2025	INV0025516	PERS RETIREMENT	CalPERS Employee Contribution	4,161.21
10/02/2025	INV0025517	PERS RETIREMENT	CalPERS Employer Contributio	4,273.94
10/02/2025	INV0025521	PERS RETIREMENT	CalPERS Employee Contribution	1,975.58
10/02/2025	INV0025522	PERS RETIREMENT	CalPERS Employer Contributio	6,442.57
10/02/2025	INV0025523	PERS RETIREMENT	CalPERS Employee Contribution	437.55
10/02/2025	INV0025524	PERS RETIREMENT	CalPERS Employer Contributio	1,132.62
10/02/2025	INV0025525	PERS RETIREMENT	CalPERS Employee Contribution	8,395.00
10/02/2025	INV0025526	PERS RETIREMENT	CalPERS Employer Contributio	8,509.31

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
10/02/2025	INV0025527	PERS RETIREMENT	Employee Survivor Contribution Amount	47.43
			Vendor 02279 - PERS RETIREMENT Total:	**87,845.45**
Vendor: 02281 - PERS				
09/23/2025	100000018034823	PERS	(2)GASB68 REPORT FEE (06/30/2025VAL)	700.00
			Vendor 02281 - PERS Total:	**700.00**
Vendor: 05950 - POONAM PATEL				
10/07/2025	1014353002	POONAM PATEL	9/6 PAVILION RNTL RFD	60.00
10/07/2025	1014353002	POONAM PATEL	9/6 LESS CANCELLATION FEE	-11.00
10/07/2025	1014353002	POONAM PATEL	9/6 PAVILION DEPOSIT RFD	100.00
			Vendor 05950 - POONAM PATEL Total:	**149.00**
Vendor: 03531 - PRES TECH EQUIPMENT COMPANY				
10/07/2025	INV001377	PRES TECH EQUIPMENT COM	9/11 VEH MAINT/LP-15	4,928.11
			Vendor 03531 - PRES TECH EQUIPMENT COMPANY Total:	**4,928.11**
Vendor: 02338 - PRINT N COPY CENTER				
10/07/2025	278254	PRINT N COPY CENTER	(4400)SEP/OCT'25 SOURCE NEWSLETTER/PD	617.81
			Vendor 02338 - PRINT N COPY CENTER Total:	**617.81**
Vendor: 04309 - RALPH ANDERSEN & ASSOCIATES				
10/07/2025	7192	RALPH ANDERSEN & ASSOCIA	CM RECRUITMENT PMT#3/CC	11,000.00
			Vendor 04309 - RALPH ANDERSEN & ASSOCIATES Total:	**11,000.00**
Vendor: 04671 - REMARKABLE MOVIE NIGHTS				
10/07/2025	8251	REMARKABLE MOVIE NIGHTS	8/8-29 CENTRAL PARK CINEMA/REC	3,796.00
			Vendor 04671 - REMARKABLE MOVIE NIGHTS Total:	**3,796.00**
Vendor: 05374 - RIL AUDIO VISUAL				
10/07/2025	20034	RIL AUDIO VISUAL	9/20 SOUND/FON	2,775.00
			Vendor 05374 - RIL AUDIO VISUAL Total:	**2,775.00**
Vendor: 05386 - RK SPORTS LLC				
10/07/2025	13245	RK SPORTS LLC	8/10-9/7 MULTI SPORT	211.25
			Vendor 05386 - RK SPORTS LLC Total:	**211.25**
Vendor: 05953 - SABRINA BAUTISTA				
10/07/2025	1014256002	SABRINA BAUTISTA	9/6 GAZEBO DEPOSIT RFD	100.00
			Vendor 05953 - SABRINA BAUTISTA Total:	**100.00**
Vendor: 02876 - SHRED-IT				
10/07/2025	8011861009	SHRED-IT	7/31, 8/14 & 8/28 SHREDDING SVC/PD & CH	194.68
10/07/2025	8011861009	SHRED-IT	7/31, 8/14 & 8/28 SHREDDING SVC/PD & CH	233.14
			Vendor 02876 - SHRED-IT Total:	**427.82**
Vendor: 04859 - SIERRA ANALYTICAL LABS INC				
10/07/2025	5H08001	SIERRA ANALYTICAL LABS INC	JUL'25 WATER SAMPLES	2,913.83
			Vendor 04859 - SIERRA ANALYTICAL LABS INC Total:	**2,913.83**
Vendor: 02535 - SMART & FINAL				
10/07/2025	1143502	SMART & FINAL	9/10 RRW SUPPLIES/PD	300.00
10/07/2025	154302	SMART & FINAL	9/2 SUPPLIES/INSPOTEENS	28.17
10/07/2025	180401	SMART & FINAL	9/9 SUPPLIES/INSPOTEENS	15.98
10/07/2025	45401	SMART & FINAL	9/11 SUPPLIES/INSPOTEENS	42.87
10/07/2025	46401	SMART & FINAL	9/11 SUPPLIES/REC	48.57
			Vendor 02535 - SMART & FINAL Total:	**435.59**
Vendor: 04797 - SMART CIENEGA LLC				
10/07/2025	INV0025482	SMART CIENEGA LLC	SEP-OCT'25 CAM & INS/5414 LP	1,016.00
			Vendor 04797 - SMART CIENEGA LLC Total:	**1,016.00**

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
Vendor: 02556 - SOUTHERN CALIFORNIA EDISON				
09/22/2025	INV0025484	SOUTHERN CALIFORNIA EDIS	9/18 7831 WALKER/CP	293.75
09/22/2025	INV0025485	SOUTHERN CALIFORNIA EDIS	8/29 4772 LP AVE/SPRINKLER	14.28
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 7792 WALKER/PD	9,280.17
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 LAURELWOOD/SCE LAMP	24.98
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 7821 WALKER/CC&CP	6,520.31
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 LP/COMSTOCK SPRINKLER	14.65
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 7872-1/2 DENNI SPRINKLER	13.82
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 6750 WALKER SPRINKLER	13.69
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 7711 MDY/ORGTHRPE SPRNKLR	31.63
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 7711 FURMAN RD POLE	78.42
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 BYRNE/WALKER LAMPS	110.93
09/22/2025	INV0025493	SOUTHERN CALIFORNIA EDIS	9/2 6800 WALKER/PUMP	10,128.02
09/22/2025	INV0025494	SOUTHERN CALIFORNIA EDIS	9/12 5461 ORANGETHORPE/PED	14.29
09/22/2025	INV0025495	SOUTHERN CALIFORNIA EDIS	9/12 5549 ORANGETHORPE/PED	14.16
09/22/2025	INV0025496	SOUTHERN CALIFORNIA EDIS	9/15 5250 ORANGETHORPE/MEDIAN	18.38
09/22/2025	INV0025497	SOUTHERN CALIFORNIA EDIS	9/16 7701 BARBI/PED	32.39
09/22/2025	INV0025498	SOUTHERN CALIFORNIA EDIS	9/15 7109 WALKER/PED	15.55
09/22/2025	INV0025499	SOUTHERN CALIFORNIA EDIS	9/10 5872 LA PALMA/MEDIA	20.45
09/22/2025	INV0025499	SOUTHERN CALIFORNIA EDIS	9/10 7502 WALKER/HOUSTON TC1	72.91
09/22/2025	INV0025499	SOUTHERN CALIFORNIA EDIS	9/10 8172 MOODY/WINDSONG TC1	123.62
09/22/2025	INV0025500	SOUTHERN CALIFORNIA EDIS	9/12 6998 WALKER TC1	110.20
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 S/S ORANGETHORPE/VV SIGNAL	79.43
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 LP/REDFORD SIGNAL	75.47
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 8171 WALKER/LA LUNA SIGNAL	72.91
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 LP/MOODY SIGNAL	92.21
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 LP/DENNI SIGNAL	92.91
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 5001 CRESCENT SIGNAL	93.85
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 7701 WALKER/HOSPITAL SIGNAL	94.07
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 E/S VV/ORANGETHORPE SGNL	95.65
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 MOODY/SHARON SIGNAL	75.92
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 WALKER/183RD SIGNAL	65.70
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 7903 WALKER/REC SIGNA	64.53
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 5002 HOUSTON	83.37
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 8231-1/2 WALKER	60.35
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 LP/WALKER SIGNAL	49.42
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 MOODY/LA LUNA SIGNAL	28.47
09/22/2025	INV0025501	SOUTHERN CALIFORNIA EDIS	9/8 5498 LA PALMA TC1	99.90
09/22/2025	INV0025502	SOUTHERN CALIFORNIA EDIS	9/2 LS-1/ALL NIGHT ADD'L LAMPS	49.27
09/22/2025	INV0025503	SOUTHERN CALIFORNIA EDIS	9/2 LS-1/ALL NIGHT	14,210.09
09/22/2025	INV0025504	SOUTHERN CALIFORNIA EDIS	9/2 LS-2/METERED	421.16
09/22/2025	INV0025505	SOUTHERN CALIFORNIA EDIS	9/2 WALKER/91 FWY LAMPS	119.95
09/22/2025	INV0025506	SOUTHERN CALIFORNIA EDIS	9/2 LS-2 8231-1/2 WALKER	17.18
09/22/2025	INV0025506	SOUTHERN CALIFORNIA EDIS	9/2 LS-2/8172 MOODY	34.38
			Vendor 02556 - SOUTHERN CALIFORNIA EDISON Total:	**43,022.79**
Vendor: 02557 - SOUTHERN CALIFORNIA EDISON				
10/07/2025	537598	SOUTHERN CALIFORNIA EDIS	MTR&SVC CHANGE/ORGTHRP	2,740.88
			Vendor 02557 - SOUTHERN CALIFORNIA EDISON Total:	**2,740.88**

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Payment Date	Payable Number	Vendor Name	Description (Item)	Amount
Vendor: 02568 - STAPLES BUSINESS ADVANTAGE				
10/07/2025	6030535386	STAPLES BUSINESS ADVANTAG	4/29 Office Supplies/Adm	182.68
10/07/2025	6038109432	STAPLES BUSINESS ADVANTAG	7/29 PRINTING SUPPLIES/CLERK	489.36
10/07/2025	6041036612	STAPLES BUSINESS ADVANTAG	8/30 OFFICE SUPPLIES/PD	15.44
10/07/2025	6041036615	STAPLES BUSINESS ADVANTAG	8/30 OFFICE SUPPLIES/PD	85.21
10/07/2025	6041036617	STAPLES BUSINESS ADVANTAG	8/30 OFFICE SUPPLIES/PD	36.54
10/07/2025	6041912410	STAPLES BUSINESS ADVANTAG	9/6 OFFICE SUPPLIES/PD	47.05
10/07/2025	6042147921	STAPLES BUSINESS ADVANTAG	9/10 OFFICE SUPPLIES/CLERK	21.47
10/07/2025	6042374829	STAPLES BUSINESS ADVANTAG	9/13 OFFICE SUPPLIES/CLERK	59.80
			Vendor 02568 - STAPLES BUSINESS ADVANTAGE Total:	**937.55**
Vendor: 02654 - THE STANDARD				
10/07/2025	INV0025439	THE STANDARD	SEP'25 LIFE INS PREM/ALL EMPL	834.54
10/07/2025	INV0025439	THE STANDARD	SEP'25 LTD INS PREM/MISC EMPL	906.36
			Vendor 02654 - THE STANDARD Total:	**1,740.90**
Vendor: 02655 - THE WORKSHOP				
10/07/2025	74775	THE WORKSHOP	Business Cards CC (NP/DB)	168.86
			Vendor 02655 - THE WORKSHOP Total:	**168.86**
Vendor: 04630 - T-MOBILE USA INC				
10/07/2025	INV0025481	T-MOBILE USA INC	8/16-9/15 INTERNET TABLET/CEO	21.81
			Vendor 04630 - T-MOBILE USA INC Total:	**21.81**
Vendor: 05895 - TONYA GROSS				
10/07/2025	1013413002	TONYA GROSS	7/5 PAVILION DEPOSIT RFD	200.00
			Vendor 05895 - TONYA GROSS Total:	**200.00**
Vendor: 02706 - U S BANK INSTITUTIONAL TRUST-WESTERN REGION				
09/18/2025	INV0025465	U S BANK INSTITUTIONAL TRU	PARS Part Time Retirement Contributions	791.24
10/02/2025	INV0025520	U S BANK INSTITUTIONAL TRU	PARS Part Time Retirement Contributions	806.56
			Vendor 02706 - U S BANK INSTITUTIONAL TRUST-WESTERN REGION Total:	**1,597.80**
Vendor: 05902 - VERITONE, INC.				
10/07/2025	1001367	VERITONE, INC.	8/25 REDACTION SVCS/PD	3,591.27
			Vendor 05902 - VERITONE, INC. Total:	**3,591.27**
Vendor: 05736 - VERVE CLOUD INC				
09/22/2025	4259178	VERVE CLOUD INC	9/15 BACKUP ISP	795.14
			Vendor 05736 - VERVE CLOUD INC Total:	**795.14**
Vendor: 02773 - WILLDAN FINANCIAL SERVICES				
10/07/2025	1063066	WILLDAN FINANCIAL SERVICE	WATER RATE STUDY PMT#5	6,125.00
			Vendor 02773 - WILLDAN FINANCIAL SERVICES Total:	**6,125.00**
			Grand Total:	**707,214.40**

City of La Palma

Agenda Item No. 4

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Douglas Benash, City Engineer Belinda Deines, Community Development & Public Works Director
AGENDA TITLE:	Traffic Signal Maintenance and Repairs Award of Contract

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RECOMMENDED ACTION:

It is recommended that the City Council approve and authorize the City Manager to execute an agreement with Crosstown Electrical and Data, Inc. for traffic signal maintenance and repair services.

SUMMARY:

On August 12, 2025, the City issued a request for proposals (RFP) for traffic signal maintenance and repairs. Traffic signal maintenance work requires specialized technicians with proper certifications, which requires the City to seek professional contract services for this work. There are a limited number of service providers who are certified and competent to perform traffic signal maintenance. The City's current traffic signal maintenance services contractor, Crosstown Electrical and Data Inc., has provided maintenance services to the City since 2016 and the existing contract will expire.

The RFP provides information to determine the annual maintenance cost for the 21 traffic signals in the City, along with extraordinary maintenance and repair costs. There are defined tasks for monthly traffic signal maintenance that occur monthly at each signalized intersection. When multiplied by 12 months, this provides the annual maintenance costs. The RFP allows for annual increases due to increases in the Consumer Price Index with a maximum cap of 3%.

Extraordinary costs are not predictable as to when they occur, but they occur. The RFP specified the extraordinary items and these costs, when they occur, will be added to the monthly invoices as completed. In the past two fiscal years, repair costs were $32,818 (FY 23-24) and $55,879 (FY 24-25). The FY 25-26 budgeted amount is $20,400.

Additional extraordinary maintenance and repairs shall be defined as:

- Repair/services of damages resulting from collisions which have caused dislocation of poles or equipment, vandalism, street rehab/construction related projects, or natural or civil disasters.
- Modifications to traffic signal equipment such as, but not limited to, upgrades of controller cabinets and controller components, LED signal indication replacements, LED pedestrian

indication replacements, painting of traffic signal cabinets and signal heads, installation of new signal indications, lenses or framework, installation of signal loop detectors, installation of traffic signal interconnect cable or components or replacement of obsolete equipment.

- The purchase and installation of battery back-up units, cabinets and appurtenances as required in compliance with current City standards. The number/quantity of battery back-up units to be purchased and installed is based on the current and future budget allocations by the City.
- The purchase and installation of speed feedback signs and appurtenances if they become damaged or non-operational as required in compliance with current City standards. The budget for this item will be as required per City direction.
- The purchase and installation of illuminated street name signs (ISNS) and appurtenances attached to the signal mast arms or poles, if they become damaged or non-operational as required in compliance with current City standards. The budget for this item will be as required per City direction.
- The Contractor may be required to assist in the final inspection of new installation of traffic signals, traffic signal interconnects, loop detectors or other traffic-related type projects.

DISCUSSION:

Staff drafted the RFP to include additional information and address new equipment and operations. The RFP was posted on OpenGov, the City's online procurement platform, on August 12, 2025. On August 19, 2025, a pre-bid meeting was conducted with qualified firms attending. A total of twenty-two (22) firms downloaded the RFP documents from the OpenGov platform with seven (7) firms applying for the project.

Proposers were required to submit their proposals by September 2, 2025. A total of four (4) firms submitted proposals and pricing tables.

1. Amtek Construction
2. Bear Electrical Solutions, LLC
3. Crosstown Electrical and Data, Inc.
4. Saint Francis Electric, LLC

Staff reviewed and rated the proposals and determined Crosstown Electrical and Data, Inc. as the most qualified firm to perform the services described in the RFP. Staff selected Crosstown Electrical and Data, Inc, as the lowest qualified bidder for annual maintenance cost and maintains a track record of providing signal maintenance services for the City of La Palma. While the City is satisfied with their work and professionalism, staff also contacted the firm's city references of San Dimas, Chino Hills, and Laguna Hills. The City confirmed these agencies did not express any concerns regarding their expertise, operations, and on-call services.

Staff reviewed the annual maintenance costs provided by the contractors as follows:

Company	**Annual Maintenance Cost**
1. Crosstown Electrical and Data, Inc. – Irwindale, CA	$15,246.00
2. Bear Electrical Solutions, LLC – Alviso, CA	$19,908.00
3. Saint Francis Electric, LLC – Riverside, CA	$23,688.00
4. Amtek Construction – Orange, CA	$91,680.12

It is important to note that the extraordinary maintenance and repair costs will vary depending on

demand for repairs and will be monitored by City staff on a regular basis. Crosstown proposes rates for labor, equipment, and materials in its Scope of Work (Attachment 2). Funds are budgeted accordingly each fiscal year for maintenance and repairs. In the event that extraordinary repairs exceed the budgeted amount for the Fiscal Year, the request will be presented to the City Council for review and approval.

The proposed three-year contract shall be effective upon execution of the agreement and two (2) one-year extensions may be approved subject to written approval by the City Manager.

FISCAL IMPACT:

Sufficient funds for the Traffic Signal Maintenance and Repairs Contract are budgeted accordingly each Fiscal Year. In Fiscal Year 2025-26, the Gas Tax / Highways User Tax accounts budget for regular maintenance costs (011-410-6000-41020) in the amount of $32,100 and extraordinary maintenance and repairs (011-410-7090-41020) in the amount of $20,400. Funds for installation of illuminated street name signs are identified in the amount of $45,000 in the Capital Improvement Program.

ATTACHMENTS:

1. Professional Services Agreement with Crosstown Electrical & Data, Inc.
2. Crosstown Electrical & Data, Inc. Proposal & Cost Proposal

AGREEMENT FOR CONSULTANT SERVICES
CROSSTOWN ELECTRIAL AND DATA, INC.

THIS AGREEMENT FOR CONSULTANT SERVICES (hereinafter, the "Agreement"), is entered into as of October 7, 2025, by and between the CITY OF LA PALMA, a municipal corporation (hereinafter, the "City"), and Crosstown Electrical and Data, Incorporated, a corporation (hereinafter, the "Consultant"). The Consultant and the City are hereafter together referred to as the "Parties" and each individually as a "Party."

RECITALS

A. The City requires the services of, and desires to retain, a consultant to perform the services set forth and described in the Scope of Work attached hereto as Exhibit "A" and incorporated herein by this reference (hereinafter, the "Consultant Services").

B. By virtue of the Consultant's expertise, experience, and background, the Consultant is qualified to perform the Consultant Services for and on behalf of the City.

C. The City and the Consultant mutually desire to enter into this Agreement for the provision of the Consultant Services by the Consultant for and on behalf of the City, in accordance with the terms and conditions set forth herein.

EXECUTORY AGREEMENTS

NOW, THEREFORE, in consideration of the facts recited above and the covenants, conditions, and promises contained herein, the City and the Consultant mutually agree as follows:

1. RETENTION AND DUTIES OF CONSULTANT

1.1 Retention of Consultant. The City hereby retains the Consultant, and the Consultant accepts this retention from the City, to perform the Consultant Services as set forth in the Scope of Work attached hereto as Exhibit "A".

1.2 Time. Time is of the essence for this Agreement. The Consultant shall perform all Consultant Services, and each component thereof, within the time period commencing October 7, 2025, and shall remain and continue in effect until October 1, 2028. This agreement shall have the option for two (2) extensions, each with a length of one-year, and may be authorized subject to written approval by the City Manager.

1.3 Standard of Performance. The Parties mutually acknowledge that the City has retained the Consultant to perform the Consultant Services based upon the special skills, expertise, and experience of the Consultant. Accordingly, in performing the Consultant Services, the Consultant shall use the skill and care that a highly specialized professional with significant expertise in the field, would use under similar circumstances. To the extent that the Consultant retains sub-consultants or subcontractors to perform any portion of any of the Consultant Services, to the extent permitted hereunder, the Consultant has a duty to the City to ensure that the tasks and services performed by

such sub-consultants and subcontractors meet the same highly specialized professional level, skill, and expertise expected of the Consultant.

1.4 Licenses, Permits, Fees, and Approvals. The Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Consultant Services prior to commencing work. The Consultant and its employees, agents, and sub-consultants or subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for the performance of the Consultant Services. The Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the Consultant Services, and shall indemnify, defend and hold harmless the City and City Personnel against any such fees, assessments, taxes, penalties or interest levied, assessed, or imposed against the City hereunder.

1.5 Personnel. The Consultant shall at all times allocate sufficient qualified personnel as required to perform the Consultant Services. The Consultant represents that the Consultant Services will be performed by the Consultant or under its direct supervision, and that all personnel engaged in such work shall be fully qualified and shall be authorized and permitted under applicable Federal, State and local law to perform such tasks and services. The Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Consultant Services and as required by law.

1.6 Materials. The Consultant shall equip itself with all necessary goods, materials, equipment and personal property to perform the services specified in this Agreement. The Consultant shall at all times ensure that all goods, materials, equipment and personal property included within the Consultant Services shall be of good quality, fit for the purpose intended.

1.7 Warranty. By executing this Agreement, the Consultant warrants that the Consultant (i) has thoroughly investigated and considered the Consultant Services to be performed, (ii) has carefully considered how the Consultant Services should be performed, and (iii) fully understands the facilities, difficulties, and restrictions attending performance of the Consultant Services.

1.8 Coordination With City. In the performance of the Consultant Services, the Consultant shall report to and receive instructions from the Community Development and Public Works Director of the City or his or her designee ("Contract Administrator"). Tasks or services other than those specifically described in the Scope of Work shall not be performed by the Consultant or any sub-consultant or subcontractor without the prior written approval of the Contract Administrator pursuant to Section 1.11 herein.

1.9 Subcontracting Prohibited. The Consultant shall not subcontract the performance of any of the Consultant Services without the prior written approval of the Contract Administrator.

1.10 Project Manager. The Consultant agrees that the following person shall be the project manager on behalf of the Consultant under this Agreement, and shall be principally responsible for performing the Consultant Services:

DAVID HEERMANCE

Notwithstanding the foregoing, the Parties acknowledge that persons other than the above-designated project manager of the Consultant may perform tasks or services under this Agreement if the performance of such tasks or services is under the supervision and control of the Consultant's project manager. The Consultant shall not alter the assignment of the above-designated project manager without the prior written approval of the Contract Administrator.

1.11 Additional Services. If the City changes the scope of the Consultant Services to be performed by the Consultant, or if the Consultant is requested to perform services not specifically described in the Scope of Work ("Additional Services"), the Consultant shall perform such services as are necessary to complete the work, and compensation for the work performed shall be paid by the City in accordance with the Budget and Fee Schedule attached hereto as Exhibit "B" and incorporated herein by this reference, or as otherwise may be agreed in writing by the City and the Consultant. It is expressly understood by the Consultant that the provisions of this Section 1.11 shall not apply to services specifically set forth in the Scope of Work or reasonably contemplated therein. The Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than the Consultant anticipates and that the Consultant shall not be entitled to additional compensation therefor. Unless contradictory of this Section 1.11, all provisions in this Agreement applicable to the Consultant's performance of the Consultant Services shall also apply to the Additional Services.

2. COMPENSATION TO CONSULTANT

2.1 Payment by the City. The City shall pay to the Consultant for the performance of the Consultant Services compensation in accordance with the Budget and Fee Schedule attached hereto as Exhibit "B".

2.2 Invoices. The Consultant shall invoice the City on a monthly basis for all work performed by the Consultant under this Agreement. Invoices shall include billings for all charges, including authorized direct costs incurred by the Consultant during the month covered by the invoice. All charges for labor or professional services shall describe with specificity the services rendered and shall set forth the number of hours worked and hourly rates in accordance with the Budget and Fee Schedule. Within thirty (30) days of receipt of an invoice, and upon determination by the City that the invoice is in order and that the Consultant has performed all requested or required services in a timely and competent manner, the City shall pay such invoice.

2.3 Record of Payment. The Consultant shall maintain records on all services for and charges to the City under this Agreement for a period of not less than twenty-four (24) months, or for any longer period required by law, after the termination of this Agreement, and make such records available for review and audit if requested by the City at any time during the term, or within twenty-four (24) months, or for any longer period required by law, after the

termination of this Agreement. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

3. LEGAL RESPONSIBILITIES

3.1 Compliance with Law. The Consultant shall keep fully informed of all Federal and State laws and regional, county, and municipal ordinances and regulations which may in any manner affect those employed by the Consultant or the performance by the Consultant of any tasks or services for or on behalf of the City. The Consultant shall at all times observe and comply with all such laws, ordinances, and regulations, and shall be responsible for the compliance therewith of all work and services performed by the Consultant by or on behalf of the City.

3.2 Independent Contractor. The Consultant is retained as an independent contractor only, for the sole purpose of rendering the Consultant Services, and is not an employee of the City. The City shall have the right to control the Consultant only as to results of the Consultant's services rendered pursuant to this Agreement, and the City shall not have the right to control the means by which the Consultant accomplishes the services performed under this Agreement.

3.3 Non-Discrimination. The Consultant shall not discriminate against any employee or applicant for employment because of any impermissible classification pursuant to Federal or State law, including, but not limited to, race, color, religion, national origin, gender, physical or mental disability, age, military status, sexual orientation, gender identity, gender expression, or marital or familial status. The Consultant shall incorporate the foregoing provisions in all subcontracts.

3.4 Proprietary Information. All proprietary information developed by the Consultant in connection with, or resulting from, this Agreement, including but not limited to inventions, discoveries, improvements, copyrights, patents, maps, reports, textual material, or software programs, shall be the sole and exclusive property of the City, without restriction or limitation upon their use. The Consultant agrees that the compensation to be paid pursuant to this Agreement includes adequate and sufficient compensation for any proprietary information developed in connection with or resulting from the performance of the Consultant Services under this Agreement. The Consultant further understands and agrees that full disclosure of all proprietary information developed in connection with, or resulting from, the performance of services by the Consultant under this Agreement shall be made to the City, and that the Consultant shall do all things necessary and proper to perfect and maintain ownership of such proprietary information by the City. The Consultant hereby agrees to deliver such proprietary information to the City upon the expiration or termination of this Agreement. It is understood and agreed that the proprietary information prepared pursuant to this Agreement is prepared specifically for the City and is not necessarily suitable for any future or other use. The Parties agree that, until final approval by the City, all data, plans, specifications, reports, and other documents are confidential and will not be released to third parties without prior written consent of both Parties unless required by law.

3.5 Patented and Copyright Materials. The Consultant shall assume all costs arising from the use of patented or copyrighted materials, including but not limited to equipment,

devices, processes, and software programs, used or incorporated in the services or work performed by the Consultant under this Agreement. Pursuant to Section 3.7 herein, the Consultant shall indemnify, defend (with legal counsel acceptable to the City), and hold the City and its elected and appointed boards, members, officials, officers, agents, representatives, employees, and volunteers ("City Personnel") harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

3.6 Prevailing Wages. The Consultant acknowledges and agrees that it shall be independently responsible for reviewing the applicable prevailing wage laws and regulations and effectuating compliance with such laws, including, but not limited to the prevailing wage and related requirements set forth in Exhibit "C" attached hereto. Pursuant to Section 3.7 herein, the Consultant shall indemnify, defend (with legal counsel acceptable to the City), and hold the City and City Personnel harmless from and against any liability, loss, damage, cost or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by the Consultant or any party performing the Consultant Services of any applicable local, state, and/or federal law, including, without limitation, any applicable federal and/or state labor laws (including, without limitation, the requirement to pay state prevailing wages and hire apprentices); (ii) the implementation of Section 1781 of the Labor Code, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by the Consultant or any party performing the Consultant Services on the Consultant's behalf to provide any required disclosure or identification as required by Labor Code Section 1781, as the same may be amended from time to time, or any other similar law. It is agreed by the Parties that, in connection with performance of the Consultant Services, including, without limitation, any and all public works (as defined by applicable law), the Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of Labor Code Section 1781, as the same may be amended from time to time, and/or any other similar law.

3.7 Indemnification.

3.7.1 Indemnification of the City. Except as set forth in subdivision 3.7.2, the Consultant shall indemnify, defend (with legal counsel acceptable to the City), and hold harmless the City and City Personnel from and against any and all actions, suits, claims, demands, judgments, attorneys fees, costs, damages to persons or property, losses penalties, obligations, expenses, or liabilities ("Claims") that may be asserted or claimed by any person or entity arising out of the Consultant's performance of any tasks or services for or on behalf of the City, whether or not there is concurrent active or passive negligence on the part of the City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of the City or any City Personnel. The Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorney's fees incurred in connection therewith. The Consultant shall promptly pay any judgment rendered against the City or any City Personnel for any such claims or liabilities. In the event the City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the work being performed or services being provided under this Agreement, the Consultant shall pay to the City any and all costs and

expenses incurred by the City or City Personnel in such action or proceeding, together with reasonable attorney's fees and expert witness fees.

3.7.2 Design Professionals. The provisions of this subdivision 3.7.2 apply only in the event that the Consultant is a "design professional" within the meaning of the California Civil Code Section 2782.8(c). If the Consultant is a "design professional" within the meaning of Section 2782.8(c), then notwithstanding subdivision 3.7.1 above, to the fullest extent permitted by law (including, without limitation, Civil Code Sections 2782 and 2782.6), the Consultant shall defend (with legal counsel reasonably acceptable to the City), indemnify, and hold harmless the City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of the Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of the Consultant's performance of any task or service for or on behalf of the City under this Agreement. Such obligations to defend, hold harmless, and indemnify the City or any City Personnel, shall not apply to the extent that such Claims are caused in part by the sole negligence or willful misconduct of the City or such City Personnel. The Consultant's cost to defend the City and/or City Personnel against any such Claim shall not exceed the Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to Civil Code section 2782.8(a), in the event that one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, the Consultant shall meet and confer with the City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent the Consultant has a duty to indemnify the City or any City Personnel under this subdivision (b), the Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from the Consultant's negligence, recklessness, or willful misconduct.

3.8 Retention of Funds. The Consultant hereby authorizes the City to deduct from any amount payable to the Consultant (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate the City for any losses, costs, liabilities, or damages suffered by the City, and all amounts for which the City may be liable to third parties, by reason of the Consultant's negligent acts, errors, or omissions, or willful misconduct, in performing or failing to perform the Consultant's obligations under this Agreement. The City in its sole and absolute discretion, may withhold from any payment due to the Consultant, without liability for interest, an amount sufficient to cover such claim. The failure of the City to exercise such right to deduct or withhold shall not act as a waiver of the Consultant's obligation to pay the City any sums the Consultant owes the City.

3.9 Insurance. The Consultant shall not commence the performance of any work or services under this Agreement until the Consultant has obtained all insurance required hereunder, nor shall the Consultant allow any sub-consultant or subcontractor to commence services until all such insurance has been obtained by the sub-consultant or subcontractor. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. All insurance policies shall be issued by an insurance company currently authorized by the California Department of Insurance to transact business of insurance

or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager. The Consultant shall take out and maintain at all times during the performance of this Agreement the following policies of insurance:

3.9.1 Workers Compensation Insurance to cover the Consultant's employees as required by law; and the Consultant shall require all subcontractors to provide such compensation insurance for all of the latter's employees. Each such policy of worker compensation insurance shall carry the following endorsements:

(a) "The insurer waives all rights of subrogation against THE CITY OF LA PALMA, its officers, officials, agents, employees, and representatives."

(b) "This insurance policy shall not be canceled, limited or nonrenewed by the insurer until thirty (30) days after receipt by THE CITY OF LA PALMA of a written notice of such cancellation, limitation, or reduction of coverage."

3.9.2 Comprehensive General Liability Insurance for bodily injury, death, and property damage which may arise from the negligent performance of the Consultant, its employees, agents representatives, successors, and assigns while performing work or services under this Agreement, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate. Each such policy of insurance shall be in a form satisfactory to the City and shall contain the following endorsements:

(a) "THE CITY OF LA PALMA, its officers, officials, employees, and representatives, are hereby declared to be additional insureds under the terms of this policy with respect to the operations and activities of the named insured at or from the premises of THE CITY OF LA PALMA described above."

(b) "This insurance policy shall not be canceled, limited, or not renewed until thirty (30) days after receipt by THE CITY OF LA PALMA of a written notice of such cancellation, limitation, or reduction of coverage."

(c) "This insurance policy is primary insurance and no insurance held or owned by the designated additional insureds shall be called upon or looked to cover a loss under said policy; THE CITY OF LA PALMA shall not be liable for the payment of premiums or assessments on this policy."

3.9.3 Comprehensive Automobile Liability Insurance, including owned, non-owned, and hired automobiles, in a minimum Combined Single Limit of $1,000,000 per occurrence for bodily injury, death, and property damage. Each such policy of insurance shall be in a form satisfactory to the City and shall contain the following endorsements:

(a) "THE CITY OF LA PALMA, its officers, officials, employees, and representatives, are hereby declared to be additional insureds under the terms of this policy with respect to the operations and activities of the named insured at or from the premises of THE CITY OF LA PALMA described above."

(b) "This insurance policy shall not be canceled, limited, or not renewed until thirty (30) days after receipt by THE CITY OF LA PALMA of a written notice of such cancellation, limitation, or reduction of coverage."

(c) "This insurance policy is primary insurance and no insurance held or owned by the designated additional insureds shall be called upon or looked to cover a loss under said policy; THE CITY OF LA PALMA shall not be liable for the payment of premiums or assessments on this policy."

3.9.4 Professional Liability Insurance to protect the City from the Consultant's negligent acts, errors, and omissions of a professional nature, with coverage in a minimum amount of $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and the Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

3.9.5 Renewal of Insurance. At least thirty (30) days prior to the expiration of any policy of insurance required under Paragraph 3.9.1, 3.9.2, 3.9.3 or 3.9.4, a signed complete certificate of insurance, with all endorsements provided herein, showing that such insurance coverage has been renewed or extended, shall be filed with the City.

3.9.6 Prohibited Insurance Provisions. Insurance policies required under Paragraph 3.9.1, 3.9.2, 3.9.3 or 3.9.4, shall not include any limiting provision or endorsement that has not been submitted to the City for approval. By way of example, additional insured endorsements shall not be limited to "ongoing operations," exclude contractual liability, restrict coverage to the "sole" liability of the Consultant, or contain any other limitation contrary to this Agreement.

3.9.7 Variations to Insurance Requirements. The City may, but is not required to, approve in writing a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that the City's interests are otherwise fully protected.

3.10 Conflicts of Interest.

3.10.1 City Personnel. No City Personnel shall have any financial interest, direct or indirect, in this Agreement, or participate in any decision relating to this Agreement that affects his or her financial interest or the financial interest of any corporation, partnership, association or other entity in which he or she is interested, in violation of any federal, state or city statute, ordinance or regulation. The Consultant shall not employ any such person while this Agreement is in effect.

3.10.2 Consultant. The Consultant represents, warrants and covenants that he, she or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of the Consultant's obligations and responsibilities under this Agreement. The Consultant further agrees that while this Agreement is in effect, the Consultant shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of the Consultant's obligations and responsibilities under this Agreement. The Consultant acknowledges that pursuant to the provisions of the Political Reform Act (Government Code section 87100 *et seq*.), the City may determine the Consultant to be a "consultant" as that term is defined by the Act. In the event the City makes such a determination, the Consultant agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as required by the City. In such event, the Consultant further agrees to require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" to disclose such other person's financial interests as required by the City.

3.11 No Undue Influence. The Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City shall receive compensation, directly or indirectly, from the Consultant, or from any officer, employee, or agent of the Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. The Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for the Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

3.12 No Benefit to Arise to City Employees. No member, officer, or employee of the City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for the Consultant Services to be performed under this Agreement.

4. RIGHTS AND REMEDIES

4.1 Termination By the City. The City reserves and has the right and privileges, at its sole discretion and with or without cause at any time during the term of this Agreement, of suspending, canceling or terminating this Agreement or any work in connection with this Agreement with or without any breach or failure to perform of the Consultant. Upon receipt of any notice of termination from the City, the Consultant shall immediately cease all services hereunder except such as may be specifically approved in writing by the Contract Administrator. In the event of termination under this Section 4.1, all finished or unfinished data, studies, maps, reports, and other items prepared by the Consultant shall become the property of the City, and the

Consultant shall promptly deliver such items to the City. In the event of termination under this Section 4.1, the City shall pay the Consultant for all authorized services performed and for all authorized and invoiced expenses incurred up to the date of termination of this Agreement, on a time and materials basis in accordance with the Budget and Fee Schedule attached hereto as Exhibit "B".

4.2 Performance to the City's Satisfaction. The Consultant agrees to perform all work to the reasonable satisfaction of the City. If the services performed under this Agreement are not satisfactory, the City has the right to take appropriate action, including but not limited to: (i) meeting with the Consultant, its agents or subcontractors to review the quality of the work and resolve matters of concern; (ii) requiring the Consultant to have the work repeated at no additional fee until it is satisfactory; (iii) withholding payment of the City's compensation to the Consultant for any unsatisfactory work performed; (iv) suspending delivery of work to the Consultant for an indefinite time; and/or (v) terminating this Agreement.

4.3 Default, Remedies.

4.3.1 Default of Insurance Requirements. In addition to any other remedies at law or equity the City may have if the Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time required by Section 3.9 herein, the City may, at its sole option, exercise any of the following remedies, which are alternatives to other remedies the City may have and are not the exclusive remedy for the Consultant's breach:

(a) Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement;

(b) Order the Consultant to stop work under this Agreement or withhold any payment that becomes due to the Consultant hereunder, or both, until the Consultant demonstrates compliance with the insurance requirements herein; and/or

(c) Immediately terminate this Agreement.

4.3.2 Other Defaults. In addition to any other remedies at law or equity the City may have, if the Consultant materially breaches any of the terms of this Agreement, the City's remedies shall include, but not be limited to, any or all of the following:

(a) Immediately terminate this Agreement; and/or

(b) Take over the work and prosecute the same to completion by contract with another consultant or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder, including costs incurred by the City in retaining a replacement consultant and similar expenses, exceeds the Budget contained in Exhibit "B".

4.4 Force Majeure. Any time period specified in this Agreement for performance of services shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the City or the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the delaying Party shall within ten (10) days of the commencement of such delay notify the other Party in writing of the causes of the delay ("Force Majeure Event"). If the Consultant is the delaying Party, the City shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the City such delay is justified. The City's determination shall be final and conclusive upon the parties to this Agreement. In no event shall the Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused. The Consultant's sole remedy shall be extension of this Agreement pursuant to this section. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in the market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder. The current events related to the COVID-19 pandemic are known and shall not constitute Force Majeure Event, future impacts of the COVID-19 pandemic may be considered a Force Majeure Event to the extent that they prevent the performance of a Party's obligations under this Agreement.

5. MISCELLANEOUS

5.1 Notices. All notices, invoices or other instruments required or permitted to be given under this Agreement shall be served by personal delivery or deposited in a United States mail depository, postage prepaid, and addressed as follows:

If to the City:	CITY OF LA PALMA 7822 Walker Street La Palma, CA 90623 Attn: Community Development and Public Works Director
If to the Consultant	Crosstown Electrical and Data, Inc. 5454 Diaz Street Irwindale, CA 91706

or such other address or person as either Party may indicate to the other in writing. Service of any instrument by mail shall be deemed effective forty-eight (48) hours after deposit in a United States mail depository, postage prepaid, and addressed as set forth above.

5.2 Integration. This Agreement represents the entire understanding of the City and the Consultant as to those matters contained herein, and no prior oral or written understanding shall be of any force or effect with regard to those matters covered by this Agreement. This Agreement may not be modified, altered, or amended except in writing signed by both the City and the Consultant. The Contract Administrator is hereby authorized to approve and effectuate amendments to this Agreement to the extent permitted by applicable law.

5.3 Construction, Venue. This Agreement shall be construed in accordance with the laws of the State of California and as if drafted by both parties hereto. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted and maintained in the Superior Courts of the State of California in the County of Orange, or in any other appropriate court with jurisdiction in such County, and the Consultant agrees to submit to the personal jurisdiction of such court.

5.4 Rights and Remedies are Cumulative. Except as may be expressly set forth in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies or other rights or remedies as may be permitted by law or in equity shall not preclude the exercise by such Party, at the same or different times, of any other rights or remedies to which such Party may be entitled.

5.5 Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any jurisdiction, the invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable term or provision in any other jurisdiction. Upon a determination that any term or provision is invalid, illegal or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to effect the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

5.6 Assignment. The Consultant shall not assign or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the City; and any such assignment or other transfer without such consent shall be void.

5.7 Consultant not a City Agent. Except as the City may specify in writing, the Consultant shall have no authority, express or implied, to act on behalf of the City in any capacity whatsoever as an agent. This Agreement does not grant to the Consultant any authority, express or implied, to bind the City to any obligation whatsoever.

5.8 Attorney's Fees. In the event any action is commenced by one Party to this Agreement against the other to enforce any of the rights or obligations arising from this Agreement, the prevailing Party in such action, in addition to any other relief and recovery ordered by the court, shall be entitled to recover all statutory costs, together with reasonable attorney's fees.

5.9 Successors and Assigns. Subject to the provisions of Paragraphs 1.9 and 5.6 hereinabove, this Agreement, and all of the covenants, terms, and conditions hereof, shall be binding upon, and inure to the benefit of, the City, the Consultant, and their respective successors and assigns.

5.10 Authority of Signatories. The persons executing this Agreement on behalf of the Parties hereto warrant that they are duly authorized to execute this Agreement on behalf of

said Parties and that by so executing this Agreement the Parties are formally bound to the provisions of this Agreement.

5.11 No Waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

5.12 No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other Person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

5.13 Non-Liability of City Personnel. No City Personnel shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City, or for any amount which may become due to the Consultant or its successor, or for breach of any obligation of the terms of this Agreement.

5.14 Execution. The persons executing this Agreement on behalf of each of the Parties hereto represent and warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors, and assigns of the Parties.

5.15 Survival. The terms, provisions, representations and certification contained in this Agreement, or inferable therefrom, shall survive the termination of this Agreement and the payment of the compensation hereinabove provided.

5.16 Section Headings and Subheadings. The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

5.17 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

IN WITNESS WHEREOF, this Agreement has been executed as of the date first written above.

CITY OF LA PALMA

By:_____
Michael Egan
Interim City Manager

ATTEST:

_____
Norma I. Alley, MMC
City Clerk

CROSSTOWN ELECTRIAL & DATA, INC.

By:_____

David Heermance, President
[Title]

By:_____

_____
[Title]

APPROVED AS TO FORM:

By:_____
Ajit S. Thind
City Attorney, City of La Palma

EXHIBIT A

Scope of Work

EXHIBIT B

Budget and Fee Schedule

EXHIBIT C

Prevailing Wage Requirements

A. Public Work. The Consultant hereby expressly acknowledges and agrees that the City has never previously affirmatively represented to the Consultant, its employees or agents in writing or otherwise that the work to be covered under this Agreement is not a "public work," as defined in Section 1720 of the Labor Code. It is agreed by the Parties that, in connection with the development, construction (as defined by applicable law) and operation of the project, including, without limitation, any public work (as defined by applicable law), if any, the Consultant shall bear all risks of payment or non-payment of state and/or federal prevailing wages and/or the implementation of Labor Code Sections 1726 and 1781, as the same may be enacted, adopted or amended from time to time, and/or any other provision of law. To the extent applicable, the City will enforce all penalties required by law for the Consultant's failure to pay prevailing wages.

B. Labor Code of California. The Consultant's attention is directed to Division 2, Part 7, Chapter 1 of the Labor Code of the State of California and especially to Article 2 (Wages); and Article 3 (Working Hours), thereof.

1. In accordance with Sections 1773 and 1773.2 of the Labor Code, the City has found and determined the general prevailing rates of wages in the locality in which the public work is to be performed are those determined by the Director of Industrial Relations and available at https://www.dir.ca.gov/OPRL/2022-1/PWD/Southern.html.Copies of the prevailing rates of wages are maintained with the City's principal office and are available to any interested party on request. The Consultant shall post a copy of the prevailing rate of per diem wages at each job site.

2. The Consultant is aware of and will comply with the provisions of Labor Code Section 1776, including the keeping of payroll records and furnishing certified copies thereof in accordance with said section. Pursuant to Labor Code Section 1771.4, the Consultant must submit certified payroll records to the Labor Commissioner using the Department of Industrial Relations' electronic certified payroll reporting (eCPR) system.

3. Pursuant to Labor Code Section 1810 it is stipulated hereby that eight (8) hours labor constitutes a legal day's work hereunder.

4. Pursuant to Labor Code Section 1815, work performed by employees of contractors in excess of eight (8) hours per day, and 40 hours during any one week, shall be permitted upon public work upon compensation for all hours worked in excess of eight (8) hours per day at not less than 1 ½ times the basic rate of pay.

5. Pursuant to Labor Code Section 1813, it is stipulated hereby that the Consultant shall, as a penalty to the City, forfeit $25 for each worker employed in the execution

of this Agreement by the Consultant or by any subcontractor hereunder 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 (1) calendar week in violation of the provisions of Article 3 (commencing with Section 1810), Chapter 1, Part 7, Division 2 of the Labor Code.

6. The Consultant is aware of and will comply with the provisions of Labor Code Sections 1777.5 and 1777.6 with respect to the employment of apprentices. Pursuant to Section 1777.5 it is hereby stipulated that the Consultant will be responsible for obtaining compliance therewith on the part of any and all sub-consultants or subcontractors employed by him or her in connection with this Agreement.

7. Pursuant to Labor Code Section 1775, it is hereby stipulated that the Consultant shall, as a penalty to the City, forfeit not more than $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 the Consultant Services by the Consultant or any sub-consultant or subcontractor.

C. Bidding Eligibility. Pursuant to Labor Code Section 1771.1, no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations.

D. DIR Monitoring. Pursuant to Labor Code Section 1771.4, Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

City of La Palma

"Traffic Signal Maintenance and Repair Services"

Crosstown Electrical & Data, Inc.

Due: September 2, 2025 at 2:00 PM

Crosstown Electrical & Data, Inc.

September 2, 2025

City of La Palma
Community Development & Public Works Department
7822 Walker Street
La Palma, CA 90623

To Whom it May Concern:

Crosstown Electrical and Data Inc. ("Crosstown") is honored to submit this proposal to serve the City of La Palma's request for Traffic Signal Maintenance & Repair Services.

Crosstown is a local Southern California based Electrical & General Contractor specializing in Traffic Signal Maintenance, installation of Electrical and ITS Infrastructure, fiber optics, copper, wireless, communications, closed circuit television systems, traffic signal installations and modifications. We are an extremely strong team that provides quality traffic signal maintenance services as well as all types of traffic signal related construction and communication/interconnect work. Our team has been serving the City of La Palma since May 2016 and therefore we are extremely familiar with each signalized intersection in the City and take great care in providing excellent service whenever the need arises.

Crosstown's Traffic Signal Maintenance division currently employs professional IMSA certified traffic signal/streetlight electricians and an operational staff consisting of dispatchers, billing specialists, customer service representatives, purchasing agent, and management team. We have the experience required and we are qualified to perform the scope of work stated in this RFP. Crosstown intends to use in-house personnel and equipment required to service the city of La Palma's (21) signalized intersections. We support the International Municipal Signal Association (IMSA) training procedures with all of our technicians obtaining advanced certification through in-house training and participation in IMSA certification courses. The specialized experience and professional competence of Crosstown's personnel is identified in the personnel section of this response.

Crosstown maintains an A & C-10 License, No. 756309. We are also registered with the Department of Industrial Relations, No. 1000000155. Crosstown owns all of its own bucket trucks, work trucks, bobcats, cranes, boring rigs and traffic control equipment. **Crosstown has reviewed the Agreement and finds the terms acceptable and will be willing and able to sign and comply with the Traffic Signal Maintenance & Repair Services Agreement when issued.**

We are confident in our ability to meet and exceed the City's expectations, leveraging our technical expertise, comprehensive resources, and commitment to public safety. Thank you for considering our proposal. We look forward to the opportunity to continue to serve the City of La Palma as your Traffic Signal Maintenance & Repair provider.

Best Regards,

Dave Heermance –President
5454 Diaz St., Irwindale, CA 91706
Phone: (626) 813-6693; Email: Dave@crosstowndata.com

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- Technician Resumes & Certificates

Crosstown Electrical & Data, Inc. was incorporated in 1998 and has been providing Electrical, ITS and traffic signal services successfully for the past 26 years and our acquired traffic signal maintenance division has over 40 years of experience. Crosstown is 100% owned and operated by Mr. David Heermance. We currently have 135 employees with the qualified staff necessary to perform the tasks and services required of this request for proposal. Our traffic signal maintenance technicians are available to take on this contract and provide an exceptional level of service.

Crosstown has good relationships with many cities throughout California and multiple traffic signal maintenance contracts currently in effect that are similar to this RFP, such as the city of San Dimas, Maywood, and Hemet. See reference section for additional projects and details. Crosstown maintains a Class "A" General Construction license and a class "C-10" Electrical license, No. 756309, Expires 11/30/26. We are registered with the Department of Industrial Relations, DIR # 100000155. Crosstown complies with the California Labor Code. Pursuant to said regulations entitled: Federal Labor Standards provisions; Federal Prevailing Wage Decision; and State of California Prevailing Wage Rates, respectively. Crosstown complies with the Copeland Anti- kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

Commitment to Service, Safety, and Value

We understand the responsibility that comes with maintaining critical municipal infrastructure. Our approach emphasizes:

- Rapid, reliable emergency response
- Cost-effective, proactive system maintenance
- Transparent communication with City staff
- Full compliance with Cal/OSHA and MUTCD safety standards

Responsible, Competitive pricing

Our rate schedule is designed to deliver maximum value without compromising quality. Key features include:

- **Fair, efficient labor rates** – no inflated charges
- **Low-use equipment priced lean** – savings where it matters
- **Materials markup capped at 15%** - budget friendly control
- **Optional preventive maintenance program** – fixed monthly cost for predictability

Why Choose Crosstown?

Smart Maintenance. Honest Pricing. Reliable Results.

- **Experience You Can Trust:** IMSA Certified Technicians, fast callouts, high uptime
- **Responsiveness That Delivers:** Routine & Emergency response times that meet or exceed the city's requirements.
- **Transparent and Accountable:** Detailed reporting, photo documentation, no surprise fees
- **Ready to Hit the Ground Running:** Our team is prepared to begin July 1, 2025

Key Contact Information:

Company Name:	Crosstown Electrical & Data, Inc.
Legal Form of Company:	Corporation
License no.:	756309
Federal Employer ID #:	22-3611877
DIR #:	1000000155
Primary Project Contact: **Telephone Number:** **Cell Phone:**	Jerry Davis: Senior Operations Manager (951) 738-1444 (951) 260-3694
Email:	jdavis@crosstowndata.com
Corporate Office:	5454 Diaz Street Irwindale, CA. 91706 (626) 813-6693

STATEMENT OF QUALIFICATIONS

Crosstown's technicians are skilled and regularly engaged in traffic signal maintenance as well as performing underground Service alerts (USA's). References from other cities in which we provide Traffic Signal Maintenance services is provided below. Crosstown has the resources and experience to provide cost effective and quality professional services to the city of Norco.

Crosstown has extensive experience in working in busy arterial roadways, freeways, and intersections and is capable of taking all necessary safety precautions to provide both a safet working environment for our team as well as safety for the traveling public.

Our Technicians carry the IMSA Traffic Signal Field Technican certifications. Our lead technician will be a Sr. Level III certified technician which includes education and knowledge in M.U.T.C.D , understanding of basic electronics and electrical standards in the National Electrical Code, National Electrical Safety code, Traffic Control Devices Handbook, lightning and grounding protection and traffic signal preemption devices, and data communication methods.

KEY PERSONNEL / QUALIFICATIONS

A. Crosstown's Qualified Maintenance Personnel

Crosstown will maintain an adequate level of labor resources as required by the Scope of Work. The designated manager will have full involvement in the work effort. The following key personnel and support team will be associated with the fulfillment of this Scope of Work and performance of specified tasks.

Each of our technicians are skilled and meet the standards set forth in the city's request for proposal with the following qualifications:

a. **Shea Grotke - Maintenance Technician / IMSA Field Technician Level III**: Shea would serve as a lead technician for this project. He has a Bachelor of Arts in Computer Science from Cal State San Bernardino. He has experience as a General Maintenance Supervisor of a Building Complex and working in General Construction for Shimmick. Shea joined Crosstown in March of 2020 and has his IMSA Work Zone Safety and Traffic Signal Level I, II, and III certifications. Shea is also an IBEW Union Traffic signal Maintenance Technician, he is bucket truck certified, and trained in Iteris Video Detection systems, Gridsmart Video Detection systems, and Econolite Controller Programming. He has currently been providing Maintenance services in the cities of Laguna Hills, West Hollywood, Maywood and Los Alamitos. Please see attached resume for additional information.

b. **Galt Grotke – Maintenance Technician / IMSA Field Technician Level III:** Galt Grotke will serve as a asst. lead technician and is a highly skilled and certified Traffic Signal Technician with over seven years of hands-on experience maintaining, troubleshooting, and repairing traffic signal systems for multiple municipalities throughout Southern California. As a key member of

Crosstown Electrical & Data's Traffic Signal Maintenance Division, Galt brings technical expertise, operational leadership, and a commitment to public safety to every project. Prior to joining Crosstown, Galt served honorably in the United States Air Force as an Electrical and Environmental Systems Technician, where he gained critical experience in troubleshooting complex electrical systems and responding to high-pressure, time-sensitive challenges. This foundation of discipline, precision, and teamwork continues to drive his performance in municipal traffic signal maintenance.

c. **Haresh (Harry) Vaidya – Maintenance Technician / Journeyman Electrician / IMSA Field Technician Level III:** Mr. Vaidya will be the backup technician for this project and he possesses strong technical skills and ability to collaborate with others. He has over 30 years of experience in the industry and his strengths include the installation, repair, and replacement of complex electrical and electronic equipment in the field and in production settings. Mr. Vaidya is experienced in the repair of Econolite ACS/3-2100 and Cobalt controllers and their integrated operation with Econolite Centracs. Please see attached resume for additional information.

B. Crosstown's Management Contacts and Support Staff

a. David Heermance, President - Mr. Heermance is the President and CEO of Crosstown Electrical & Data, Inc. which has been providing Electrical and communication services since 1998. He holds a General Construction Class A license as well as an Electrical Class C-10 License and has led Crosstown to experience continual growth and success each year. Mr. Heermance brings over 40 years of overall experience in the installation, operation, maintenance and management of electronic equipment, communications, traffic signals and fiber optic systems to his team. He has in-depth knowledge and understanding of data communications, fiber optics, video, and their application to traffic signals and Intelligent Transportation Systems. Furthermore, Mr. Heermance has developed exceptional management skills in relation to construction and maintenance and ensures that each project is completed successfully and with a satisfied customer.

b. Jerry Davis – Senior Traffic Signal Maintenance Operations Manager: As Senior Operations Manager Jerry is also the Contact Compliant Manager for this contract. He is responsible for providing strong strategic leadership for the company by working with other management staff and ownership to establish long-range goals, strategies, plans and policies. As well as plan, develop, organize, implement, direct, and evaluate the organization's fiscal function and performance, Jerry works closely with our entire team as well as our clients. He is responsible for the day-to-day direction, oversight and quality control of and delivery of service on this contract. Jerry has over 35 years of experience in traffic signal construction, maintenance, and service operations, many of those years have been spent in high profile leadership roles. Jerry worked many of his years in this industry as an IBEW Union journeymen electrician, foreman,

and general foremen and as a Project Engineer for Steiny & Co. Jerry came to CSC in early 2013 to oversee all aspects of the company's operations and now manages all Traffic Signal Maintenance operations at Crosstown. He is an active IMSA Member and holds his IMSA Work Zone Safety, Level I and Level II Traffic Signal Field Technician Certifications, IMSA Traffic Signal Inspector Certification, as well as the OSHA 30 certification.

c. **Ralph Maciel – Inventory / Warehouse Manager:** Ralph has been with CSC for 19 years and came over to Crosstown in 2020. Ralph is in charge of ordering the equipment that is needed on a day-to-day basis and ensuring that the supplies stay well stocked. His knowledge of traffic signal equipment has been a vital asset in keeping our warehouse stocked with all the equipment, tools, and supplies needed to keep our city's intersections running and looking great.

d. **Dan Bylund – Purchasing / IT System Administrator:** Dan has a BA in Business and is a Certified Microsoft Professional. He has been with the company for over 5 years and is currently working with our Web-based Maintenance Management System (MMS). This real time work monitoring program (Sales Force) allows the cities to see how the preventative and response maintenance is going on a day-to-day, hour-by-hour time basis. Dan is our liaison with the companies we purchase our equipment through. He also is involved with our monthly invoicing to the cities.

C. Subcontractor (As-Needed)

Smithson Electric – Loop installation
Chris Zell
1938 E. Katella Avenue
Orange, CA 92867
chris@smithsonelectric.com

CLIENT REFERENCES

A. List of Current Representative Projects and Contact information.

City of San Dimas (36 Intersections, Traffic Signal Maintenance & Emergency on Call Services, Value $195,000)
Chase Buckelew, Public Works Maintenance Superintendent
245 East Bonita Avenue, San Dimas, CA 91773
(909) 394-6270
cbuckelew@ci.san-dimas.ca.us

City of Chino HIlls (Traffic Signal Maintenance & Emergency Repair, Value: $210,000)
Carl Hassel, Director of Public Works
14000 City Center Dr., Chino Hills, CA 91709
(909) 364-2817
chassel@chinohills.org

City of Laguna Hills (49 Intersections, Traffic Signal Maintenance & Emergency on Call Services, $200,000)
Kenneth Rosenfield, Director of Public Works
24035 El Toro Road, Laguna Hills, CA 92653
(949) 707-2655
kronsenfield@ci.laguna-hills.ca.us

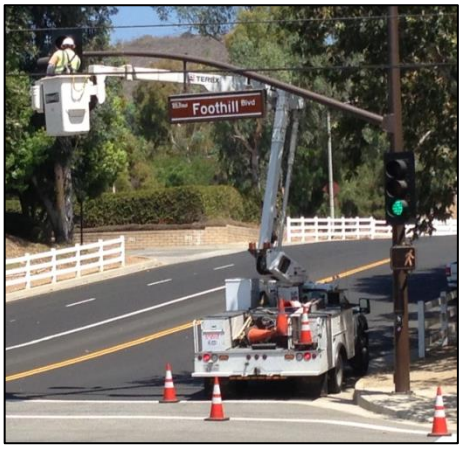
City of Upland (Value: $325,000)
Bob Critchfield, Engineering Manager
1370 N. Benson Ave., Upland, CA 91786
(909) 291-2946
bcritchfield@uplandca.gov

City of Arcadia (Traffic Signal Maintenance & Emergency on Call Services, Value: $95,000)
Kevin Merrill, City Engineer
204 W. Huntington Ave., Arcadia, CA 91007
(626) 574-5481
kmerrill@arcadiaca.gov

City of Hemet (41 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Matt Devore, Facilities Maintenance Technician
3777 Industrial Avenue, Hemet, CA 92545
(951) 765-3710
mdevore@cityofhemet.org

City of Maywood (Traffic Signal Maintenance & Emergency on Call Services, $120,350)
Able Hernandez
4319 East Slauson Ave., Maywood, CA 90270
(323) 562-5700
abel.hernandez@cityofmaywood.org

UNDERSTANDING OF THE SCOPE OF SERVICES



The following sets forth Crosstown Electrical & Data's (Crosstown's) approach and understanding to accomplishing the tasks outlined in the Scope of Work (SOW). Crosstown complies with all applicable federal, state and local laws, codes, ordinances and regulations. Crosstown acknowledges the four main tasks set forth in this RFP and will provide and understanding of each task.

General

Crosstown will have all required tools, materials, equipment, apparatus, facilities and skilled labor services available to perform all work necessary for this RFP. A hydraulic bucket truck capable of reaching a height of at least 28 feet above ground will be available. A computer laptop for programming, maintenance and testing of traffic signal controllers and equipment will be provided to our technicians.

Crosstown will provide all vehicles and traffic control necessary by our Technicians and vehicles will be equipped with permanently mounted warning strobe lights, traffic cones, construction warning signs. Traffic control/lane closures will conform to the California Manual on Uniform Traffic Control Devices.

Crosstown will maintain a valid Class A and Class C-10 contractor license. Contractor license No. 756309 which expires on 11/30/26. We will also apply for and maintain a current City of La Palma Business license throughout the duration of the agreement. Crosstown will pay prevailing wages pursuant to Labor Code section 1771 and is registered with the Department of Industrial Relations, DIR #1000000155.

Crosstown will be equipped with spare parts and equipment necessary to return a defective signal to operation following ordinary trouble calls. In cases where a complex controller or component has to be repaired, Crosstown will install a substitute controller or component while repairing the defective controller or component and the substitute equipment will be of equal in operative characteristics. All material and equipment in our inventory will be the property of Crosstown until such a time it is used or installed in the City. It is understood that the City of La Palma uses Econolite Products and we will have on hand at least two spare Econolite ASC/2-2000 controllers, two Econolite Cobalt TS1/TS2-T2 controllers, one Econolite ASC/2M-1000 Master, and a bus interface Unit, power supply unit and MMU.

Crosstown's assigned signal technician will be available to meet with the City's designated representative as needed and agreed upon mutually, to discuss signal maintenance activities. The assigned technician will have at least a Level II IMSA certification for this project.

Crosstown will provide and maintain emergency service response on a twenty-four (24) hour, seven (7) days per week basis utilizing a radio dispatch truck for City requested services throughout the term of the contract. We will have available all required tools, equipment, apparatus, facilities, and materials to perform all work necessary to maintain and repair the traffic signals, including replacement of burned-out vehicles indications, adjustments of turned signal heads, repair of vehicle detectors (video and loop) repair of controller malfunctions or any damage creating a public hazard. Our technician's vehicles will also carry portable stop signs should City request this installation for blacked out signals. This telephone number shall be made available to all persons designated by the City.

Crosstown will maintain and provide mobile communication that allows the City direct phone and email communications with all supervisors and technicians assigned to the City and their designated representatives. This includes providing equipment for their receipt and responses to emails in addition to phone calls while in the field.

Maintenance Records

It is understood that Crosstown will maintain a record of all service calls and work performed upon the signal equipment listing dates, hour of day, and description of work or work performed. All proposed forms will be submitted by Crosstown to the City for its approval prior to use.

1. Crosstown will keep current, a permanent operational record of each and every piece of traffic control or safety equipment which the Crosstown is required to maintain by this contract and as described in the RFP.
2. Crosstown will maintain a complete set of records for all locations noting all inspections and repairs completed and as described in the RFP. .
3. A Summary Log sheet giving a brief description of all routine and extraordinary maintenance activities will be attached to each monthly invoice.
4. Crosstown will also be responsible to maintain copies of City records for performing the required underground marking of facilities and as described in the RFP.

Notifications

Crosstown will notify by telephone and/or email within twenty-four (24) hours or the next business day the City's representative regarding alterations of the operation of any signal or the installation/removal of any substitute controller or component.

Warranty Service

Crosstown will coordinate warranty repairs with the manufacturer or installing firm for all newly installed traffic signal components which typically carry a one (1) year warranty provided by the manufacturer and/or installing company. We will notify the City of any undue delays in response by these other responsible parties in responding to warranty requests and provide a detail summary of the incident.

Traffic Control/Public Convenience and Safety

Crosstown will always provide safe and continuous passage for pedestrian and vehicular traffic at all times and conduct its operation as to cause the least possible obstruction and inconvenience to public traffic. Crosstown will perform traffic control and maintain the equipment required, as described in this RFP. Crosstown will furnish and maintain any necessary fences, barriers, lights, warning devices, and signs in compliance with the WATCH manual.

PROPOSED SCHEDULE OF MAINTENANCE

Routine Maintenance

Crosstown will provide a continuing, comprehensive, routine maintenance program designed to eliminate or reduce the incidents of malfunctions, operational complaints and extend the useful life of the equipment. Similar to our current Maintenance Contract with the city of La Palma, we will inspect, clean, and if necessary adjust all traffic signal control equipment to meet manufacturer's original specifications at each signalized intersection once each calendar month. The monthly inspection and cleaning of cabinets will include the repair/replacement of parts in controller cabinet, detector loop patching, cleaning and realignment of signal indications, cleaning of pan/tilt/zoom camera lenses, cleaning of vehicle detection camera lenses, continuity checks, testing of the City's signal interconnect system, testing and repair of battery back-up systems, LED and pedestrian indication replacements (labor), rewiring, concrete and foundation repairs, conflict monitor testing (labor), and lamping to maintain existing operation. Materials only will be paid per the Extraordinary Fee schedule. Crosstown will be financially responsible for equipment determined to be damaged or affected due to neglected regularly scheduled maintenance.

1. **Monthly Inspection**

Each Month, Crosstown will clean, adjust and make a routine inspection of each traffic signal

location once per month per the approved proposal. Crosstown will maintain a record in each controller cabinet showing the date and time checked. Controllers will not be replaced, except for repair, without prior approval of the City. Crosstown currently uses a standard checklist within the city and we will re-submit it for approval as we continue the contract. Monthly inspections will include items shown on the checklist included as well as all required items shown in this RFP, but not limited to the following:

A. **Traffic Signals**:

- Crosstown will inspect, clean, and adjust each controller unit controller cabinet and make a routine inspection once per calendar month. All controller settings shall be checked using the cabinet timing sheets to ensure that all settings are correct. Any discrepancies shall be reported to the designated City representative. Crosstown will maintain a record in each controller cabinet showing the date and time checked. Controllers replaced will be reported within 24 hours.

- Controllers which are replaced will be reported to the City within 24 hours of the replacement.

- Crosstown will Inspect, clean and adjust each battery backup system for proper functionality. Any repair will be reported to the City within 24 hours.

- Crosstown will replace or repair of any and all defective parts of the traffic signal system which may cause a signal malfunction or failure, as the occasion arises per routine maintenance, such as the signal controller, flashers, vehicle detectors, etc.

- Crosstown will replace the air filter elements in all traffic signal cabinets every six months. The replacement date will be noted on the maintenance log kept in the cabinet.

B. Safety Lighting / Internally Illuminated Street Signs

- Routine maintenance will include one night time inspection each month to check the safety lighting and internally illuminates street name signs at each signalized intersection.

C. Conflict Monitors/MMU's

- Crosstown will test the conflict monitors or MMU's using the MT-180 conflict monitor tester or other approved tester annually. We will provide a report for each test conducted and this will be included in the lump sum for routine maintenance.

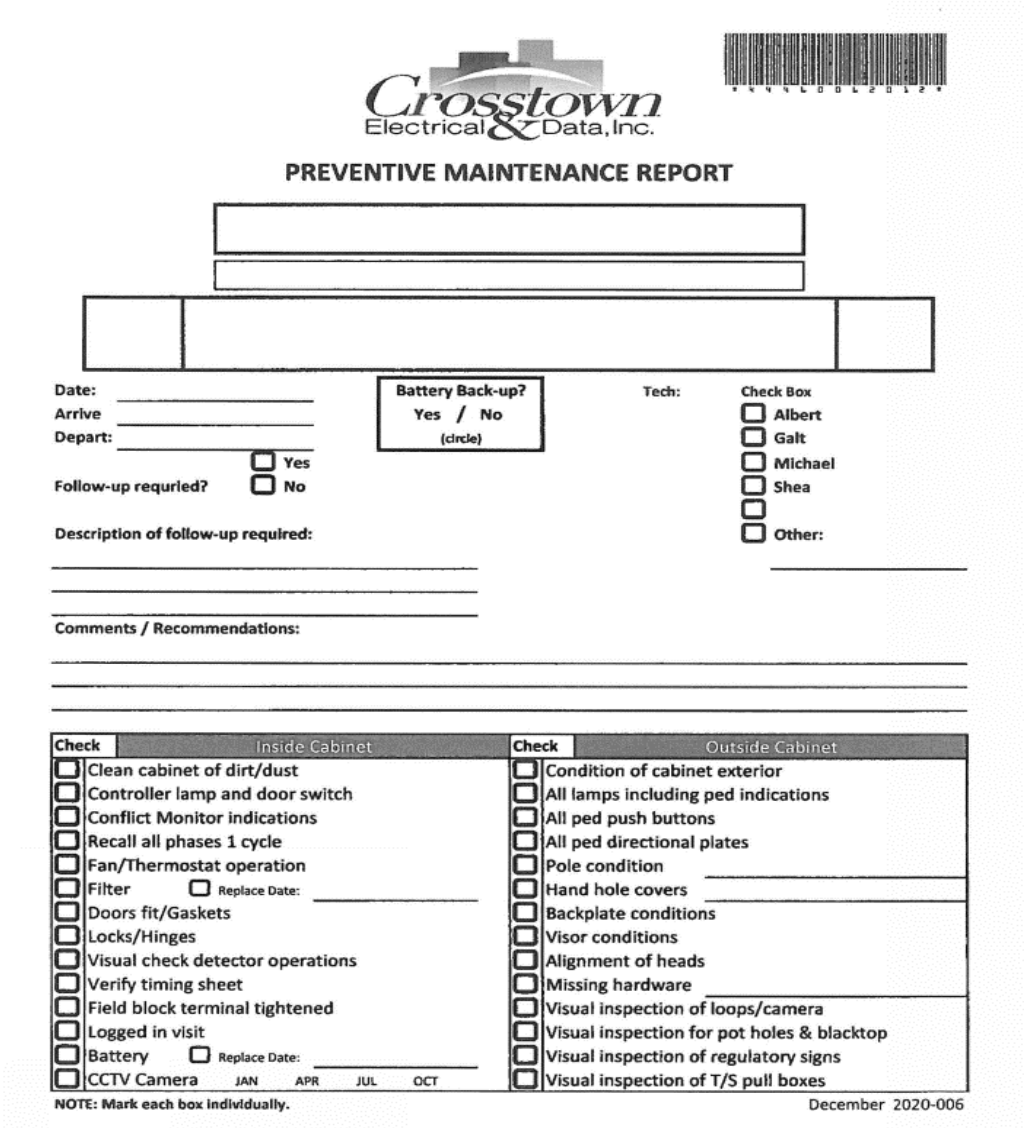
Crosstown will replace any conflict monitor that does not pass and bill as extraordinary maintenance.

D. Traffic Signal Master/Interconnect

- Crosstown will provide trained technicians to field test Econolite ASC/2M-1000 traffic signal master and related closed loop traffic signal interconnect system. Our technicians have the necessary experience in the installation and handling of twisted pair hardwire interconnect cable.

SAMPLE CROSSTOWN PREVENTATIVE MAINTENANACE REPORT:

- Below is a sample maintenance report that may be used and/or updated per the requirements of the City.



Crosstown Electrical & Data, Inc.

PREVENTIVE MAINTENANCE REPORT

Date: _____
Arrive _____
Depart: _____

Battery Back-up? Yes / No (circle)

Tech:

Check Box
☐ Albert
☐ Galt
☐ Michael
☐ Shea
☐
☐ Other: _____

Follow-up required? ☐ Yes ☐ No

Description of follow-up required:

Comments / Recommendations:

Check	Inside Cabinet	Check	Outside Cabinet
☐	Clean cabinet of dirt/dust	☐	Condition of cabinet exterior
☐	Controller lamp and door switch	☐	All lamps including ped indications
☐	Conflict Monitor indications	☐	All ped push buttons
☐	Recall all phases 1 cycle	☐	All ped directional plates
☐	Fan/Thermostat operation	☐	Pole condition _____
☐	Filter ☐ Replace Date: _____	☐	Hand hole covers _____
☐	Doors fit/Gaskets	☐	Backplate conditions
☐	Locks/Hinges	☐	Visor conditions
☐	Visual check detector operations	☐	Alignment of heads
☐	Verify timing sheet	☐	Missing hardware _____
☐	Field block terminal tightened	☐	Visual inspection of loops/camera
☐	Logged in visit	☐	Visual inspection for pot holes & blacktop
☐	Battery ☐ Replace Date: _____	☐	Visual inspection of regulatory signs
☐	CCTV Camera JAN APR JUL OCT	☐	Visual inspection of T/S pull boxes

NOTE: Mark each box individually.

December 2020-006

RECOMMENDED SUPPLEMENTARY ALTERNATIVE TO REDUCE COSTS/IMPROVE RELIABILITY & EFFICIENCY

Crosstown would like to recommend that the city adopt a proactive bulk LED replacement schedule in place of the traditional one at a time emergency replacement model. Specifically, we propose replacing one third of the City's traffic signal LED indicators each year of the initial three year contract term.

This phased, bulk replacement approach provides significant advantages:

- Cost Savings: Work performed at a negotiated lump sum price is more cost effective than repeated emergency callouts for individual failures.
- Predictability: A set replacement cycle ensures predictable budgeting and reduces unexpected expenditures.
- Reliability: Uniform replacement reduces the likelihood of scattered outages across the city and improves system consistency.
- Efficiency: Consolidating replacements minimizes mobilization and labor costs while extending overall system life.

Cost/Benefit Justification

The benefits of implementing this program extend beyond operational efficiency and include measurable financial savings:

1. Reduced Emergency Callouts
    - Emergency single unit failures typically require a technician, truck and arrow-board mobilization at a higher per unit cost.
    - Bulk replacement avoids dozens of small scale, unplanned service calls annually.
2. Lower Labor and Equipment Costs
    - Planned work can be completed during normal working hours at lump-sum pricing, avoiding overtime or after-hours premiums.
    - Mobilization costs for trucks and arrow boards are reduced to a few scheduled intervals per year.
3. Extended Asset Life & Performance
    - Proactive replacement keeps the system uniform, lowering the risk of sporadic outages and reducing citizen complaints.
    - Consistent upgrades ensure peak system performance and roadway safety.
4. Budget Predictability
    - A phased three year schedule provides fixed, predictable annual costs, eliminating the uncertainty of random failures and unexpected emergency expenses.
5. Return on Investment (ROI)

- Municipal studies show bulk replacement can lower LED lifecycle costs by 20 to 30% compared to reactive replacement.
- Savings from reduced labor premiums and emergency calls can be reinvested into other infrastructure needs.

Summary:
By replacing one third of the city's LEDs each year for the first three years, the city will minimize emergency disruptions, reduce overall lifecycle costs, and gain both financial predictability and improved system performance. This approach is a forward looking investment that enhances safety, reliability, and cost efficiency for the community.

Emergency Service

Crosstown will maintain a 24-hour-per-day emergency service and it is understood that calls will be as specified below. **Crosstown will make the required repairs to restore or maintain the traffic signal in good working condition.** Temporary repairs may be required in the event of an accident or failure that may be covered under extraordinary maintenance. Crosstown will provide the community Services Director and police department a telephone number that a radio operator may be contacted at all hours.

A. Light Out Calls

It is understood that two separate indications, one of which must be the mast arm indication, will be required for each direction of traffic at all times. When this number falls below two, or the mast arm indication is out, Crosstown will answer the light out call as soon as possible, not to exceed two hours, day or night. If a light out call is received with the report that two indications are remaining, one of which must be the mast arm indication, Crosstown will answer the call within 24 hours. It is understood that light out calls for safety lighting will be answered within 24 hours.

B. Emergency Calls

When a traffic signal is malfunctioning in any way, Crosstown will answer the call immediately, regardless of the fact that the controller may have been switched to flashing operation by the Police Department. It is understood that the word "immediately" is construed to mean "with all possible haste", and will not exceed one hour under normal circumstances.

Crosstown will be equipped with spare parts sufficient to place the traffic signal back in ordinary operation. In those cases where a complex component has to be repaired, the Crosstown will furnish and install a substitute component until the defective component is repaired. In the case of a controller, the substitute controller will be capable of operating with the City's Econolite closed loop traffic signal interconnect system, if the existing

controller had that same capability.

Crosstown will supply the Community Services Director and the Police Department with a telephone number from which his radio operator may be contacted at all hours.

Extraordinary Maintenance

It is understood that extraordinary Maintenance will include the following:

- Repair/services of damages resulting from collisions which have caused dislocation of poles or equipment, vandalism, street rehab/construction related projects, or natural or civil disasters.

- Additional extraordinary maintenance will include modifications to traffic signal equipment such as, but not limited to, upgrades of controller cabinets and controller components, LED signal indication replacements, LED pedestrian indication replacements, painting of traffic signal cabinets and signal heads, installation of new signal indications, lenses or framework, installation of signal loop detectors, installation of traffic signal interconnect cable or components or replacement of obsolete equipment.

- It is understood that Crosstown may be required to assist in the final inspection of new installation of traffic signals, traffic signal interconnect, loop detectors or other traffic related type projects

- Crosstown may assist with the furnish and install of battery back up units, cabinets, ISNS, speed feed back signs and appurtenances, per city standards.

- Crosstown will report to the Community Services Director or his authorized representative any conditions and provide satisfactory evidence that replacement is necessary per terms of extraordinary work. Crosstown agrees to provide cost estimates, including labor, equipment, and all incidentals to perform said work. It is understood that no work shall proceed without the Community Services Director or his authorized representative's authorization except in emergencies where injury or property damage may result without prompt response.

Crosstown Electrical & Data, Inc. has been proud to serve the city of La Palma over the past ten years as their Traffic Signal Maintenance team. We strive to provide quick responses and repairs and provide highly trained and knowledgeable technicians. Crosstown is very familiar with all signalized intersections in the city of La Palma and look forward to continuing our service to the city.

COST PROPOSAL

Please see attachment to include the "**COST PROPOSAL"**

FINANCIAL STATEMENT

Our firm is financially strong and bondable and we have an excellent reputation for providing quality service to various cities and government agencies throughout Southern California. Crosstown has a 3 year average of over 50 million dollars in revenue. Crosstown is pleased provide a copy of our reviewed financial statements upon request.

ATTACHMENTS

- **TECHNICIAN RESUMES AND CERTIFICATES**

OUR PLEDGE TO THE CITY OF LA PALMA

We view this contract as a partnership and pledge to uphold:

- Professionalism, accountability, and integrity
- Open communication and consistent reporting
- Hight-quality work on every call
- A strong commitment to public safety and service excellence

Item	Description	Qty.	UOM	Unit Cost	Total
Routine Maintenance & Repairs - Compensation Rates					
1	Full Traffic Signal Maintenance & Repairs each intersection per month ($60.50ea)	21	Locations	$1270.00	
1a	Full Year Cost	12	$	$15,246.00	
	Total	($16,516.00)			$0.00
Labor & Equipment Rates - Maintenance & Repairs					
For Extraordinary Maintenance & Repair Services					
1	Labor - Journeyman per DIR Classification - Straight	1	per hour	$113.00	
1a	Labor- Journeyman per DIR Classification - Overtime	1	per hour	$151.00	
1b	Labor - Journeyman per DIR Classification - Double	1	per hour	$201.00	
2	Labor - Apprentice per DIR Classification - Straight	1	per hour	$95.00	
2a	Labor - Apprentice per DIR Classification - Overtime	1	per hour	$125.00	
2b	Labor - Apprentice per DIR Classification - Double	1	per hour	$160.00	
	Total	($845.00)			$0.00
Labor & Equipment Rates - Maintenance & Repairs					
For Extraordinary Maintenance & Repair Services					
1	Boom Truck/Crane	1	per hour	$125.00	
2	Bucket Truck	1	per hour	$45.00	
3	Service Truck	1	per hour	$40.00	
4	Compressor	1	per hour	$20.00	
5	Arrow Board	1	per hour	$10.00	
	Total	($240.00)			$0.00
1	Detector Loop Replacement (6' round loop, Type E, including sawcut lead-in)	1	Lump Sum	$785.00ea	
2	Safety Light Bulb Replacement	1	Lump Sum	$65.00ea	
3	Internally Illuminated Street Name Sign Bulb	1	Lump Sum	$65.00ea	
4	Replace 8" LED Red Indication	1	Lump Sum	$75.00ea	
5	Replace 8" Yellow Indication	1	Lump Sum	$75.00ea	
6	Replace 8" Green Indication	1	Lump Sum	$75.00ea	
7	Replace 12" Red Indication	1	Lump Sum	$102.00ea	
8	Replace 12" Yellow Indication	1	Lump Sum	$102.00ea	
9	Replace 12" Green Indication	1	Lump Sum	$110.00ea	
10	Replace 12" Red Arrow Indication	1	Lump Sum	$101.00ea	
11	Replace 12" Yellow Arrow Indication	1	Lump Sum	$101.00ea	
12	Replace 12" Green Arrow Indication	1	Lump Sum	$101.00ea	
13	Replace LED Pedestrian Head Module	1	Lump Sum	$250.00ea	
14	Replace LED Pedestrian Count Down Type Head	1	Lump Sum	$330.00ea	
15	Replace 8", Three Section Head Assembly	1	Lump Sum	$850.00ea	
16	Replace 12" Three Section Head Assembly	1	Lump Sum	$1195.00ea	
17	Replace 12" Five Head (vertical or dog house) Section	1	Lump Sum	$1650.00ea	
	Total				**($6,032.00)**

SHEA GROTKE

TRAFFIC SIGNAL TECHNICIAN

5454 Diaz St., Irwindale, CA 91706

626-813-6693 • 626-869-0192 Fax

EDUCATION

Bachelor of Arts Degree, Computer Science, California State San Bernardino

CERTIFICATIONS

- IMSA Traffic Signal Field Technician Certifications, Levels I, II, and III
- IMSA Work Zone Temporary Traffic Control Technician Certification

WORK HISTORY

Crosstown Electrical & Data, Inc. / CSC – Traffic Signal Technician 2019 – Current

- Provide Technical Support for Traffic Signal and communication systems
- Perform controller programming
- Perform conflict monitor testing and programming of conflict monitor keys
- Perform general monthly traffic signal maintenance for various cities
- Verify detection systems and coordinate loops
- Aim signals and head and change our bulbs as needed
- Perform replacement of poles/cabinets that are knocked down
- Iteris, Econolite & GridSmart Video Detection, Installation, Programming & Troubleshooting
- CMU & MMU Testing & Installation
- Streetlight & ISNS Maintenance & Repair
- McCain & Econolite Controller Installation & Programing
- Polora PPB Installation, Programming & Troubleshooting
- Controller Cabinet Installation and Replacement
- Traffic Signal Turn-On Support for various contractors and agencies
-

Steiny, Inc. – Signal Construction 2017-2019

- Performed labor on the Signal installation crew

GSI and Crane Development – General Construction Labor 2005-2017

- Perform general construction labor on roadways

RECENT REFERENCE PROJECTS:

- City of Laguna Hills Traffic Signal Maintenance
- City of Maywood Traffic Signal Maintenance
- City of Los Alamitos Traffic Signal Maintenance
- City of West Hollywood Pedestrian Flashing Beacon Maintenance
- City of West Hollywood City-Wide Street Light Maintenance & Repair
- City of Azusa Flashing Crosswalk & Radar Speed Sign Installation, Maintenance & Repair
- Technical Support for the OC 405 Project to include controller programming and Gridsmart camera installation and programming.

Your Partner in PUBLIC SAFETY

Congratulations on obtaining your IMSA Certification. Below is your card, and you can print your current certification card or certificate any time by logging into your IMSA profile at www.IMSAsafety.org (click Sign In at the top of the page).

All IMSA certifications are valid for a three-year period from date of issue. The expiration date can be found on the certificate and certification card. Renewal requirements must be completed prior to the expiration date of each certification.

For detailed information on Renewal Requirements visit: www.IMSAsafety.org/certrenew

Renewal Requirements:

Complete a personal log of your continuing education by documenting training and/or certification(s) received. Documentation can be recorded online in your IMSA profile OR by downloading the Renewal Packet found on the Renewal Requirements page. Certificates of completion, transcripts and any other relevant documentation can be uploaded on the IMSA website.

Options for Renewal:

- Continuing Education
- Attending Certification Course
- Achieving the Next Level Certification

Documentation

It is the certification holder's responsibility to submit proof of continuing education. Continuing Education Credits (CECs) can be submitted for approval online in your IMSA profile.

Renewal After Expiration

The certification is no longer valid after the expiration date. However, you may reinstate your certification within one year of the expiration date by documenting 16 CEC hours for most certifications. If the certification is not reinstated within one year, you must renew through the normal certification process by taking the current certification exam at the highest level previously attained and paying the regular certification exam fee. Only the regular certification exam fees will be due, and retake of prerequisites will not be required. IMSA will not recognize any IMSA certificate(s) without an expiration date.

CERTIFIED PUBLIC SAFETY TECHNICIAN IMSA

597 Haverty Court, Suite 100
Rockledge, FL 32955
321-392-0500 www.IMSAsafety.org

Name: Shea E. Grotke
IMIS ID: 130097
Section: Far Western
Signature:

Certification and Expire Date

IMSA Traffic Signal Senior Field Technician III - Renewal - 6/24/2028

Conforms to PennDOT Pub 408 Section 901.3(y)

Certificate of Completion

This is to certify that

Shea Grotke

has successfully completed the 2 hour

PCMT User Training Course

on

July 17, 2025

Course Instructor:

Jeff McKnight

Athens Technical Specialists, Inc.
740-592-2874

GALT GROTKE
TRAFFIC SIGNAL TECHNICIAN
5454 Diaz St., Irwindale, CA 91706
626-813-6693 • 626-869-0192 Fax

TRAFFIC SIGNAL TECHNICIAN – IMSA LEVEL III CERTIFIED

Experienced Traffic Signal Electrician and U.S. Air Force veteran with proven expertise in troubleshooting, programming, and maintaining a wide range of traffic signal systems and components. Skilled in NEMA and 332 cabinet systems, advanced detection, and pedestrian technologies. Dedicated to ensuring safety, minimizing signal downtime, and training the next generation of techs.

CERTIFICATIONS

- **IMSA Traffic Signal Technician Level I**
- **IMSA Traffic Signal Technician Level II**
- **IMSA Traffic Signal Technician Level III**
- **IMSA Work Zone Safety Certified**

TECHNICAL EXPERTISE

- **NEMA TS1 & TS2 Cabinets and Controllers**
- **332 Type Cabinets**
- **Iteris & Econolite Video Detection Systems**
- **Polara Accessible Pedestrian Systems (APS)**
- Signal Installation, Diagnostics, and Preventative Maintenance
- Troubleshooting, Programming, and Emergency Repairs
- Coordination with Public Works, Utilities & Contractors
- Cabinet Assembly, Wiring, and Signal Turn-On Support

PROFESSIONAL EXPERIENCE

Traffic Signal Technician
Crosstown Electrical & Data, Inc. – Irwindale, CA | September 2017 – Present

- Troubleshoot, install, and program NEMA TS1, TS2, and 332 traffic signal cabinets and controllers.
- Maintain and repair complex signalized intersections using video detection and pedestrian technologies.
- Specialize in Econolite and Iteris camera systems and Polara APS programming.
- Respond to emergency signal failures and provide on-call coverage for municipal clients.

- Train and mentor new hires on equipment operation, signal safety, and troubleshooting protocols.
- Communicate with public agencies to coordinate repairs, upgrades, and power interruptions.

Electrical & Environmental Systems Technician
United States Air Force | June 2010 – December 2016

- Diagnosed and repaired electrical and environmental systems aboard multiple aircraft platforms.
- Maintained mission readiness under strict timelines and coordinated work across flightline teams.
- Followed technical orders with precision to ensure airworthiness and safety.

EDUCATION

California State University, Fullerton
Bachelor of Science, Cell and Developmental Biology (Expected May 2024)

- Minor: Chemistry | GPA: 3.8
- Participant in Bridges to Stem Cell Research Program

Citrus College
Associate of Science, Biology | June 2021

- GPA: 3.6

KEY STRENGTHS

- Field Diagnostics & Emergency Repairs
- Cabinet Wiring & Signal Turn-On Procedures
- Equipment Installation & Troubleshooting
- Leadership, Training & Mentorship
- Discipline, Teamwork & Technical Accuracy (USAF Background)

Galt G. Grotke

is hereby certified as a

IMSA Traffic Signal Field Tech II - Renewal

by completing all requirements and examination for certification
on 9/6/2024

Valid thru 9/6/2027
Certification #BE_119989

Catherine Wasner - Executive Director

Galt G. Grotke

is hereby certified as a

IMSA Work Zone Temp Traffic Control Tech - Renewal

by completing all requirements and examination for certification
on 9/6/2024

Valid thru 9/6/2027
Certification #ZZ_119989

Catherine Wasner - Executive Director

Certificate of Completion

This is to certify that

Galt Grotke

has successfully completed the 2 hour

PCMT User Training Course

on

July 23, 2025

Course Instructor:

Jeff McKnight

Athens Technical Specialists, Inc.
740-592-2874

JERRY DAVIS
TRAFFIC SIGNAL MAINTENANCE & FIELD SUPERVISION
TRAFFIC SIGNAL TECHNICIAN
5454 Diaz St., Irwindale, CA 91706
626-813-6693 • 626-869-0192 Fax

TRAFFIC SIGNAL OPERATIONS MANAGER

Over 35 years of progressive experience in traffic signal construction, maintenance, and field leadership.
A highly skilled expert in traffic signal systems with a proven track record managing multi-jurisdictional municipal contracts, leading field teams, and delivering safe, compliant, and on-time projects. Known for hands-on leadership, operational discipline, and deep knowledge of public agency requirements.

CORE COMPETENCIES

- Traffic Signal Maintenance & Field Supervision
- Traffic Signal Construction & Installation
- IMSA-Certified Technician & Inspector
- Preventative Maintenance Programs
- Public Agency & City Liaison
- OSHA & MUTCD Compliance
- Subcontractor & Crew Management
- Safety Leadership & Jobsite Coordination

CERTIFICATIONS

- **IMSA Traffic Signal Technician Level I**
- **IMSA Traffic Signal Technician Level II**
- **IMSA Traffic Signal Inspector**
- **IMSA Work Zone Safety**
- **OSHA 30-Hour Construction Safety & Health**
- **OSHA 10-Hour Construction Safety & Health**
- **CPR & AED Certified**

PROFESSIONAL EXPERIENCE

Senior Operations Manager
Crosstown Electrical & Data, Inc. – Irwindale, CA | 2020–Present

5454 Diaz St., Irwindale, CA 91706
626-813-6693 • 626-869-0192 Fax

- Oversee daily operations and staffing for traffic signal maintenance and emergency services across multiple Southern California cities.
- Manage city relationships, ensure system compliance, and support construction teams on signal and lighting projects.
- Lead division growth through operational excellence, safety oversight, and efficient project execution.
- Coordinate procurement, scheduling, field response, and technician training.

President / Director of Operations
Computer Service Company – Azusa, CA | 2012–2020

- Led company operations supporting over 25 municipal contracts for traffic signal maintenance.
- Directed technical field staff, managed emergency calls, and ensured safe and timely resolution of service requests.
- Built long-standing city relationships and negotiated vendor pricing to reduce operational costs.

Traffic Signal Division – Multiple Advancing Roles
Steiny & Company, Inc. – Baldwin Park, CA | Various Periods (Pre-2007 & 2009–2012)

- **Traffic Signal Technician → Journeyman → Foreman → General Foreman → Project Manager**
- Directed large-scale signal construction jobs, managed field crews, and ensured all work met safety and code requirements.
- Oversaw project logistics, subcontractor coordination, and material procurement.
- As Project Manager, supported construction leadership with scheduling, submittals, RFIs, equipment rentals, and delivery tracking.
- Provided cross-county dispatch and jobsite support across Los Angeles, Orange, and San Bernardino regions.

Project Superintendent
eReality Companies Hawaii, Inc. – Honolulu, HI | 2007–2009

- Supervised renovation and construction operations for hotel and resort upgrades.
- Ensured compliance with project timelines, building codes, and safety requirements.

Foreman / Technician Roles
Smith Electric (Stanton, CA), CSC, Paul Gardner Corp, E&S Electric

- Conducted signal installation, diagnostics, retrofits, and service for city agencies and contractors.
- Promoted to supervisory roles due to leadership and troubleshooting expertise.

Jerry A. Davis

is hereby certified as a

Renewal IMSA Traffic Signal Field Tech II

by completing all requirements and examination for certification
on 5/2/2023

Valid thru 5/2/2026
Certification #BE_107786

Toby Cummings - Executive Director

Jerry A. Davis

is hereby certified as a

Renewal IMSA Work Zone Temp Traffic Control Tech

by completing all requirements and examination for certification
on 5/2/2023

Valid thru 5/2/2026
Certification #ZZ_107786

Toby Cummings - Executive Director

City of La Palma

Agenda Item No. 5

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Belinda Deines, Community Development & Public Works Director
AGENDA TITLE:	Notice of Completion and Acceptance of Work for the La Palma Avenue Slurry Seal Improvements, City Project No. ST-367

RECOMMENDED ACTION:

It is recommended that the City Council accept the work and authorize the Community Development and Public Works Director to file the Notice of Completion and Acceptance of Work with the Orange County Clerk-Recorder for the La Palma Avenue Slurry Seal Improvements, City Project No. ST-367.

SUMMARY:

As part of the City's Capital Improvement Program, staff prepared plans and specifications to construct slurry seal improvements on La Palma Avenue from the West City Limits to the East City Limits which following the median island improvements on La Palma Avenue. The scope of work included removal of thermoplastic striping, application of Type II slurry seal, and replacing thermoplastic striping/markings including the bike lane striping in paint.

On April 15, 2025, the City advertised and solicited bids on OpenGov, the City's public bidding platform for Project No. ST-367. On April 29, 2025, a mandatory pre-bid meeting was held and nine (9) firms attended. The scheduled bid date was set for May 20, 2025, and seven (7) bids were received. Staff reviewed all bid documents and confirmed that Roy Allan Slurry Seal, Inc., submitted a bid and met all bidding requirements.

At its meeting on June 3, 2025, the City Council awarded a contract in the amount of $254,208.00 to Roy Allan Slurry Seal, Inc., of Santa Fe Springs, California, for construction services for the La Palma Avenue Slurry Seal Improvements, City Project No. ST-367. The work was substantially completed on September 8, 2025.

The Contractor has completed the work and their quality of work is satisfactory. The final contract amount is $254,208.00 based on actual quantities constructed. No change orders were required for the project.

The project was completed per schedule and within the project budget.

The final 5% retention for the project is released to the contractor after the Notice of Completion and

Acceptance of Work is recorded with the Orange County Recorder's Office. No liens or stop notices against the contractor or project have been received; therefore, the final 5% retention payment must be released to the contractor as per the contract documents.

FISCAL IMPACT:

The FY 2025-26 Capital Improvement Program (CIP) Budget funded the project for a total budget as follows:

1.	Measure M2 Funds (012-900-8130-00000)	$54,208.00
2.	Caltrans Grant Funds (035-900-8131-00000)	$200,000.00
	Total Project Costs	$254,208.00

ATTACHMENTS:

1. Notice of Completion ST-367

RECORDED AT THE REQUEST OF
AND WHEN RECORDED RETURN TO:

CITY CLERK
CITY OF LA PALMA
7822 WALKER STREET
LA PALMA, CA 90623-1771

EXEMPT FROM RECORDER'S FEES
PURSUANT TO CALIFORNIA
GOVERNMENT CODE SECTION 27383

This Space is for Recorder's Use Only

NOTICE OF COMPLETION
AND
ACCEPTANCE OF WORK

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is an owner of an interest or estate in the hereinafter described real property, the nature of which interest or estate is public property.

2. The City of La Palma, 7822 Walker Street, La Palma, California 90623, as owner of the property hereinafter described caused improvement to be made, to wit:

   Work includes the application of Type II slurry seal material and removal/replacement of pavement striping and marking on La Palma Avenue from the west city limits to the east city limts in the City of La Palma.

3. The name and address of the contractor for the work of improvement as a whole is:

   Roy Allan Slurry Seal, Inc.
   12643 Emmens Way, Suite A
   Santa Fe Springs, CA 90670

4. The notice is given for (check one):

   ☒ Completion of the work improvement as a whole
   ☐ Completion of a contract for a particular portion of the work of improvement (per CA Civ. Code § 8186

   The contract for the doing of which was heretofore entered into on the **3rd day of June, 2025,** which contract was made with **Roy Allan Slurry Seal, Inc.** as Contractor;

   That the work was completed by the Contractor on the **8th day of September, 2025;**

   That the work was accepted on the **7th day of October, 2025;**

   That title to said property is vested in the City of La Palma; that the surety for said Contractor is **Coats Surety**, that the property hereinbefore referred to and on which said improvement was made is described as follows:

   La Palma Avenue Slurry Seal Improvements, ST-367

CITY OF LA PALMA

EXEMPT FROM RECORDER'S FEES PURSUANT TO GOVERNMENT CODE CALIFORNIA GOVERNMENT CODE SECTION 27383

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: October 7, 2025
Place: La Palma, CA

_____
Belinda Deines
Community Development and Public Works Director
City of La Palma

STATE OF CALIFORNIA) SS
COUNTY OF ORANGE)
CITY OF LA PALMA)

VERIFICATION

I, **BELINDA DEINES**, state; I am the Community Development and Public Works Director of the City of La Palma identified in the foregoing Notice of Completion. I have read said Notice of Completion and know that contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on **October 7, 2025** at **7822 Walker Street, City of La Palma**.

By _____
Belinda Deines
Community Development and Public Works Director
City of La Palma

ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____ }

On _____ before me, _____

Personally appeared _____

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
Place Notary Seal Above

Signature of Notary Public

Signature _____
Signature of Notary Public

City of La Palma

Agenda Item No. 6

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Belinda Deines, Community Development and Public Works Director
AGENDA TITLE:	Notice of Completion and Acceptance of Work for the Residential Maintenance Zone 4 Slurry Seal Improvements, City Project No. ST-372

RECOMMENDED ACTION:

It is recommended that the City Council accept the work and authorize the Community Development and Public Works Director to file the Notice of Completion and Acceptance of Work with the Orange County Clerk-Recorder for the Residential Maintenance Zone 4 Slurry Seal Improvements, City Project No. ST-372.

SUMMARY:

As part of the City's Capital Improvement Program, staff prepared plans and specifications to construct slurry seal improvements in Residential Maintenance Zone 4 bound by the Southern California Edison Right-of-Way to the south, Moody Street to the west, Houston Avenue to the north and Walker Street to the east. The scope of work included removal of thermoplastic striping, application of Type II slurry seal, and replacing thermoplastic striping/markings.

On April 15, 2025, the City advertised and solicited bids on OpenGov, the City's public bidding platform for Project No. ST-372. On April 29, 2025, a mandatory pre-bid meeting was held and nine (9) firms attended. The scheduled bid date was set for May 20, 2025, and six (6) bids were received. Staff reviewed all bid documents and confirmed that Roy Allan Slurry Seal, Inc., submitted a bid and met all bidding requirements.

At its meeting on June 3, 2025, the City Council awarded a contract in the amount of $173,446.24 to Roy Allan Slurry Seal, Inc., of Santa Fe Springs, California, for construction services for the La Palma Avenue Slurry Seal Improvements, City Project No. ST-367. The work was substantially completed on September 8, 2025.

The Contractor has completed the work and their quality of work is satisfactory. The final contract amount is $173,446.24 based on actual quantities constructed. No change orders were required for the project.

The project was completed per schedule and within the project budget.

The final 5% retention for the project is released to the contractor after the Notice of Completion and Acceptance of Work is recorded with the Orange County Recorder's Office. No liens or stop notices against the contractor or project have been received; therefore, the final 5% retention payment must be released to the contractor as per the contract documents.

FISCAL IMPACT:

The Fiscal Year 2025-26 Capital Improvement Program (CIP) Budget funded the project for a total budget as follows:

1.	Measure M2 Funds (012-900-8130-00000)	$150,000.00
2.	Gas Tax Funds (011-900-8131-00000)	$ 23,446.24
	Total Project Costs	$173,446.24

ATTACHMENTS:

1. Notice of Completion ST-372

RECORDED AT THE REQUEST OF
AND WHEN RECORDED RETURN TO:

CITY CLERK
CITY OF LA PALMA
7822 WALKER STREET
LA PALMA, CA 90623-1771

EXEMPT FROM RECORDER'S FEES
PURSUANT TO CALIFORNIA
GOVERNMENT CODE SECTION 27383

This Space is for Recorder's Use Only

NOTICE OF COMPLETION AND ACCEPTANCE OF WORK

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is an owner of an interest or estate in the hereinafter described real property, the nature of which interest or estate is public property.

2. The City of La Palma, 7822 Walker Street, La Palma, California 90623, as owner of the property hereinafter described caused improvement to be made, to wit:

   Work includes the application of Type II slurry seal material and removal/replacement of pavement striping and marking in the Residential Zone 4 bounded by the Southern California Edison Right-of-Way to the South, Moody Street to the West, Houston Avenue to the North and Walker Street to the East, in the City of La Palma.

3. The name and address of the contractor for the work of improvement as a whole is:
   Roy Allan Slurry Seal, Inc.
   12643 Emmens Way, Suite A
   Santa Fe Springs, CA 90670

4. The notice is given for (check one):

   ☒ Completion of the work improvement as a whole
   ☐ Completion of a contract for a particular portion of the work of improvement (per CA Civ. Code § 8186

   The contract for the doing of which was heretofore entered into on the **3rd day of June, 2025,** which contract was made with **Roy Allan Slurry Seal, Inc.** as Contractor;

   That the work was completed by the Contractor on the **8th day of September, 2025;**

   That the work was accepted on the **7th day of October, 2025;**

   That title to said property is vested in the City of La Palma; that the surety for said Contractor is **Coats Surety**, that the property hereinbefore referred to and on which said improvement was made is described as follows:

La Palma Avenue Slurry Seal Improvements, ST-372

CITY OF LA PALMA

EXEMPT FROM RECORDER'S FEES PURSUANT TO GOVERNMENT CODE CALIFORNIA GOVERNMENT CODE SECTION 27383

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: October 7, 2025
Place: La Palma, CA

_____
Belinda Deines
Community Development and Public Works Director
City of La Palma

STATE OF CALIFORNIA) SS
COUNTY OF ORANGE)
CITY OF LA PALMA)

VERIFICATION

I, **BELINDA DEINES**, state; I am the Community Development and Public Works Director of the City of La Palma identified in the foregoing Notice of Completion. I have read said Notice of Completion and know that contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on **October 7, 2025** at **7822 Walker Street, City of La Palma**.

By _____
Belinda Deines
Community Development and Public Works Director
City of La Palma

ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____ }

On _____ before me, _____

Personally appeared _____

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
Place Notary Seal Above

Signature of Notary Public

Signature _____
Signature of Notary Public

City of La Palma

Agenda Item No. 7

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Joseph Cisneros, Deputy City Manager
AGENDA TITLE:	Legal Services Agreement Amendment

RECOMMENDED ACTION:

It is recommended that the City Council authorize the Interim City Manager to execute an amendment to the Legal Services Agreement dated June 17, 2025, with Van Dermyden Makus Law Corporation, a Professional Law Corporation, in an amount not to exceed $22,000.

SUMMARY:

In June 2025, the City became aware of an internal personnel complaint and immediately initiated an investigation into the matter. Due to the time-sensitive nature of the issue, the Interim City Manager authorized an agreement with a recommended firm, Van Dermyden Makus Law Corporation, under the City Manager's signing authority.

To date, the costs of the investigation have exceeded the City Manager's signing authority limit of $25,000. Staff, in coordination with the attorney conducting the investigation, are nearing the conclusion of the matter and are requesting an additional $22,000 to complete the investigation.

FISCAL IMPACT:

The total cost of the investigation is estimated not to exceed $47,000. The Adopted Fiscal Year 2025–26 Budget includes funding for Personnel Attorney Services (Account #001-130-6016-00000). An amendment to the budget will be presented during the City Council's annual mid-year budget adjustment to accommodate the additional investigative costs.

ATTACHMENTS:

1. Agreement
2. Legal Services Amendment

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LEGAL SERVICES AGREEMENT

This limited legal services agreement ("Agreement") is made and entered into this 17th day of June, 2025, by and between VAN DERMYDEN MAKUS LAW CORPORATION, a Professional Law Corporation ("Attorneys"), and the CITY OF LA PALMA, a municipal corporation duly organized and existing under the constitution and laws of the State of California ("City").

RECITALS

City desires to employ Attorneys in the provision of personnel investigation services to the City, and

Attorneys represent that they are licensed to practice law in the State of California and have experience and knowledge in the field of public employment law and personnel investigations.

NOW THEREFORE, in consideration of the mutual and respective promises, and subject to the terms and conditions hereinafter set forth, the parties agree as follows:

RETENTION OF ATTORNEYS City hereby agrees to and does retain Attorneys, for the compensation hereinafter specified, to assist as needed with conducting personnel investigations. Attorneys accept said retention and agree to perform, in a timely and efficient manner, all such services as may be requested by the City. Attorneys shall confirm their acceptance of work requested by City in writing by e-mail or letter.

PAYMENT FOR SERVICES RENDERED

a. FEES City agrees to compensate Attorneys, and Attorneys agree to accept from City, as and for payment in full for all services for the foregoing Actions, compensation at the following rates per hour:

Staff	Rates June 1, 2025-May 31, 2026	Rates June 1, 2026 – May 31, 2027
Senior Partner	$585	$625
Partner / Of Counsel	$490	$525
Senior Investigator	$415	$445
Attorney Investigator	$365	$390
Law Clerk	$235	$250
Paralegal	$180	$190
Transcription Services	$75	$75

For new matters initiated after June 1, 2027, Attorneys will advise City of any updated rates that may apply. Time will be billed in 1/10th of an hour increments. Attorney Eli Makus will be the supervising attorney primarily responsible for these matters. The initial term of this Agreement shall not exceed a total compensation of $25,000. Amendments to extend the term and compensation of the agreement may be executed at the request of the City or Attorneys to ensure the continued retention of services and completion of work as requested by the City. Attorneys will notify City in writing when Attorneys have expended 75% of the maximum compensation

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enumerated above to allow sufficient time to obtain additional authority and execute an amendment.

b. REIMBURSEMENT FOR COSTS City agrees to reimburse Attorneys for out-of- pocket expenses, including but not limited to, mileage, expert witness fees, copying costs, service of process, and mail services authorized by the City in connection with the performance of duties under this Agreement. Copying charges will be reimbursed at the rate of 10 cents per page. Any costs in excess of $5,000 require City approval prior to incurring the expense. All expenses must have supporting documentation submitted with the invoice.

METHOD OF PAYMENT Attorneys shall submit a monthly statement specifying the services performed, dates and number of hours, and an itemization of expenses related thereto with supporting documentation (i.e. receipts, invoices, copy of check, etc.).

CONTROL OF LEGAL MATTERS Attorneys agree that each and every matter or proceeding in which they undertake to assist the City, as aforesaid, shall be and remain under, and subject to the control and direction of said City at all stages, and that they shall at all times keep the City informed of all matters pertaining thereto. City will keep Attorneys informed of all significant developments in matters relating to any representation undertaken by Attorneys under this Agreement. Attorneys further agree, if and when their retention hereunder is terminated by City, as hereinafter specified, they shall return to City any and all files then in their possession concerning each and every matter or proceeding in which they represented the City pursuant to this Agreement.

LIMITATION ON LEGAL SERVICES The scope of this representation is limited. Attorneys will make factual findings, utilizing Attorneys' legal skills, knowledge, and experience in so doing. Attorneys will not render a legal determination whether there was unlawful discrimination, harassment, violation of public policy, or a violation of any other law or statute for investigations under this Agreement. The City and Attorneys intend that Attorneys' investigations will be covered by the attorney-client privilege and attorney-work product privilege to the extent legally permitted, although Attorneys understand that the City may choose to waive the privilege in the future. Attorneys will not act as an advocate or provide advice to City with respect to what employment actions, if any, should be taken as a result of the findings. Attorneys will not represent City in any legal action or proceeding. It is expressly agreed that City will look to its regular legal counsel for such services, as well as for advice with respect to issues which may arise relating to the investigations.

CITY COOPERATION City agrees to make available the witnesses and documents requested by Attorneys to permit Attorneys to perform this independent investigation. The City will designate an employee as the primary point of contact for the City for each investigation performed under this Agreement. This will include arranging access to witnesses and documents and arranging a location for interviews.

NO GUARANTEES It is understood that there is no guarantee or assurance that any particular result will be reached in any investigation conducted under this Agreement.

REPORTING REQUIREMENTS Unless otherwise directed, Attorneys will provide a written report to the City for each investigation conducted under this Agreement. Upon the conclusion of any investigation, at the City's request, the Attorneys may also provide, in a

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privileged document separate from the report, recommendations to assist in resolution of any or all substantiated findings.

TERM The term of this Agreement shall commence on the date first written above and terminate three (3) years thereafter, unless terminated earlier in the manner set forth below. The term of this Agreement may be extended upon a writing executed by both parties.

INDEPENDENT CONTRACTORS It is mutually agreed by and between the parties that, in the performance of their covenants hereunder, Attorneys are and shall be independent contractors, and not officers or employees of City.

As independent contractors, Attorneys have the right to determine the means, manner and findings related to the investigation. City agrees to allow Attorneys full discretion to undertake the investigation(s) and otherwise make findings without influencing or interfering with the outcome. City understands and acknowledges that Attorneys will exercise their independent judgment to make whatever findings it deems are warranted based on the evidence developed in the investigation, and that this Agreement is not dependent on Attorneys making or failing to make any particular credibility determination, finding of fact, or conclusion.

INSURANCE Attorneys shall provide to the City proof of General and Professional Liability (errors and omissions) insurance, with a combined single limit of not less than $1,000,000 per claim, and an endorsement naming the City as additional insured. Such insurance shall be maintained throughout the term of this Agreement. If Attorneys fail or refuse to produce and maintain the insurance required by this section, or fail or refuse to furnish the City with required proof that insurance has been procured and is in force and paid for, the City shall have the right, at the City's election, to terminate this Agreement. Such termination shall not affect Attorneys' right to be paid for its time and materials expended prior to notification of termination.

INDEMNIFICATION Since the purpose of the Attorneys' engagement is to assist the City in determining the facts related to internal personnel complaints, the City agrees to the following indemnity language. The City agrees to indemnify, defend and hold Attorneys, its successors and assigns, and each of its officers and employees, harmless from any and all claims, suits, demands, losses and expenses, including reasonable attorneys' fees, accruing or resulting to any and all persons, firms, or other entity arising out of Attorneys' performance or non-performance of its obligations under this Agreement. The City shall not indemnify Attorneys for any matter involving a claim by the City of professional negligence, or any matter for which Attorneys shall have been adjudicated to have acted in bad faith or engaged in willful misconduct or any conduct outside the scope of its retention under this Agreement. This Agreement in no way limits the Attorneys' liability for professional malpractice under California Rule of Professional Conduct 3-400.

RELATED POST-INVESTIGATION SERVICES If Attorneys are asked or required to prepare for and/or testify, including, without limitation, at deposition, trial, arbitration or any other proceeding, because of services rendered under this Agreement, or if Attorneys must respond to subpoenas or discovery or otherwise respond or perform services with respect to any matter relating to or arising out of the services performed for City, City agrees to pay Attorneys for all time expended (including preparation time) at Attorneys' then applicable hourly rates set forth above and to reimburse Attorneys for reasonable costs and expenses incurred, whether or

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not the investigation has been concluded. This includes reasonable costs of legal representation. Attorneys' response will be guided by the work-product doctrine and City's decision whether to waive all or part of the attorney-client privilege. Payment is due upon presentation of a bill for services, costs, and expenses.

CONFIDENTIALITY If Attorneys receive from the City information, which due to the nature of such information is reasonably understood to be confidential and/or proprietary, Attorneys agree that it shall not use or disclose such information except in the performance of this Agreement, and further agree to exercise the same degree of care it uses to protect its own information of like importance, but in no event less than reasonable care. "Confidential Information" shall include all nonpublic information. Confidential information includes not only written information, but also information transferred orally, visually, electronically, or by other means. Confidential information disclosed to either party by any subsidiary and/or agent of the other party is covered by this Agreement. The foregoing obligations of non-use and nondisclosure shall not apply to any information that (a) has been disclosed in publicly available sources; (b) is, through no fault of the Attorneys, disclosed in a publicly available source; (c) is in rightful possession of the Attorneys without an obligation of confidentiality; (d) is required to be disclosed by operation of law; or (e) is independently developed by the Attorneys without reference to information disclosed by the City.

CONFLICT OF INTEREST CLAUSE Attorneys covenant that it presently has no interests and shall not have interests, direct or indirect, that would conflict in any manner with performance of services specified under this Agreement.

EXCLUSIVITY AND AMENDMENT This Agreement represents the complete and exclusive statement between the City and Attorneys, and supersedes any and all other agreements, oral or written, between the parties. In the event of a conflict between the terms of this Agreement and any attachments hereto, the terms of this Agreement shall prevail. This Agreement may not be modified except by written instrument signed by the City and by an authorized representative of Attorneys. The parties agree that any terms or conditions of any purchase order or other instrument that are inconsistent with, or in addition to, the terms and conditions hereof, shall not bind or obligate Attorneys or the City. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any parties, which are not embodied herein.

ASSIGNMENT Inasmuch as this Agreement is intended to secure the specialized services of Attorneys, Attorneys may not assign, transfer, delegate, or subcontract any interest herein without the prior written consent of the City and any such assignment, transfer, delegation or subcontract without the City's prior written consent shall be considered null and void. Nothing in this Agreement shall be construed to limit the City's ability to have any of the services which are the subject of this Agreement performed by City personnel or by other Attorneys retained by City.

ARBITRATION The parties agree that all disputes that arise between the City and Attorneys, whether financial or otherwise regarding the attorney-client relationship, shall be resolved by binding arbitration. The parties agree to waive their right to a jury trial and to an appeal.

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TERMINATION This Agreement may be terminated by City at any time. In such event, Attorneys shall be entitled to receive and the City shall pay Attorneys compensation for all services performed by Attorneys prior to receipt of such notice of termination. As a condition of such payment, Attorneys shall deliver to the City all files and records generated under this Agreement as of such date. Attorneys may terminate this agreement, subject to their obligation to provide written reasonable notice of at least thirty (30) days to arrange alternative representation. In such case, City agrees to secure new counsel as quickly as possible and to cooperate fully in the substitution of the new counsel.

DISCRIMINATION Attorneys shall not discriminate because of race, color, creed, religion, sex, marital status, sexual orientation, age, national origin, ancestry, or disability, as defined and prohibited by applicable law, in the recruitment, selection, training, utilization, promotion, termination or other employment related activities. Attorneys affirm that it is an equal opportunity employer and shall comply with all applicable federal, state, and local laws and regulations.

JURISDICTION - VENUE This Agreement has been executed and delivered in the State of California and the validity, interpretation, performance, and enforcement of any of the clauses of this Agreement shall be determined and governed by the laws of the State of California. Both parties further agree that Los Angeles County, California, shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

MISCELLANEOUS PROVISIONS Each undersigned represents and warrants that its signature herein below has the power, authority and right to bind their respective parties to each of the terms of this Agreement, and shall indemnify City fully, including reasonable costs and attorney's fees, for any injuries or damages to City in the event that such authority or power is not, in fact, held by the signatory or is withdrawn.

COUNTERPARTS SIGNATURES This Agreement may be executed in counterparts, secured via facsimile transmission or otherwise, each of which shall be deemed to be an original. Photocopies of any executed counterpart shall have the same force and effect as an original.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

ATTEST:

CITY OF LA PALMA

Signed by:
By: Mike Egan
8D5CA115BFD3438...
Mike Egan
Interim City Manager

VAN DERMYDEN MAKUS LAW CORPORATION

Signed by:
By: Eli Makus
71AE2242CF194F1...
Eli Makus
Firm Managing Partner

Tax ID No. 273,520,711.00

AMENDMENT NO. 1 TO THE
AGREEMENT FOR LEGAL SERVICES

Van Dermyden Makus Law

This FIRST AMENDMENT TO THE LEGAL SERVICES AGREEMENT (hereinafter, "Amendment"), shall be effective as of October 7, 2025, and shall serve as a mutual Agreement by and between the CITY OF LA PALMA, a municipal corporation (hereinafter, the "City"), and VAN DERMYDEN MAKUS LAW CORPORATION, A Professional Law Corporation (hereinafter, the "Attorneys"). Attorneys and City are hereafter together referred to as the "Parties" and each individually as a "Party."

RECITALS

A. The Parties have previously entered into the Legal Services Agreement dated 17th day of June, 2025, ("Agreement") for personnel investigation services (hereinafter, the "Attorney Services"), which Agreement is incorporated herein by this reference.

B. As a result of the additional Attorney Services necessary to complete the personnel investigation, the Parties hereto wish to amend the section "PAYMENT FOR SERVICES RENDERED" for those additional services to clarify a not to exceed amount of $47,000.00.

C. Section "PAYMENT FOR SERVICES RENDERED" of the Agreement allows for changes to the compensation paid as agreed to in writing by both Parties.

D. The City and Attorneys mutually desire to enter into this Amendment in accordance with the terms and conditions set forth herein.

EXECUTORY AGREEMENTS

NOW, THEREFORE, in consideration of the facts recited above and the covenants, conditions, and promises contained herein, the City and Attorneys mutually agree as follows:

SECTION ONE: MODIFICATION OF "PAYMENT FOR SERVICES RENDERED"

1.1 The shall not exceed amount of $25,000 in the "PAYMENT FOR SERVICES RENDERED" Section of the Agreement shall hereby be amended to $47,000.00.

SECTION TWO: MISCELLANEOUS

2.1 Remaining Provisions of Agreement Not Affected: Except as expressly provided in Section 1.1 above, each and every term, condition and provision of the Agreement shall continue in force and effect unchanged.

2.2 Integration: This Amendment represents the entire understanding of the City and Attorneys only as to those matters contained herein.

2.3 Interpretation: Terms not otherwise defined herein shall have the meanings given them in the Agreement.

2.4 Authority of Signatories: The persons executing this Amendment on behalf of the Parties hereto warrant that they are duly authorized to execute this Amendment on behalf of said Parties and that by so executing this Amendment the Parties are formally bound to the provisions of this Amendment.

IN WITNESS WHEREOF, this Amendment has been executed as of the date first written above.

CITY OF LA PALMA

ATTEST:

_____
Mike Egan, Interim City Manager

_____
Norma I. Alley, MMC, City Clerk

VAN DERMYDEN MAKUS LAW CORPORATION

_____
Eli Makus, Firm Managing Partner

City of La Palma

Agenda Item No. 8

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Trang Huynh, P.E., Building Official Belinda Deines, Community Development and Public Works Director
AGENDA TITLE:	Introduction of an Ordinance and Resolution for the 2025 Building Code Update

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RECOMMENDED ACTION:

It is recommended that the City Council take the following actions:

1. Open Public Hearing
2. Receive Staff Report
3. Council Comments and Questions
4. Receive Public Input
5. Close the Public Hearing
6. Introduce a Resolution setting forth findings with respect to local climatic and geographic conditions within the City of La Palma to allow certain modifications and changes to the California Building Code, California Residential Code, and California Electric Code as amended by the State of California;
7. Introduce an Ordinance repealing Article III of Chapter 10 of the La Palma Municipal Code, and adding thereto a new Article III of Chapter 10 adopting by reference the 2025 Editions of the California Codes and related Model Codes which include the California Building, Residential, Energy, Green Building Standards, Plumbing, Mechanical, Electrical, Existing Building Codes, the International Property Maintenance Code, the Uniform Code for Abatement of Dangerous Building, and the Wildland-Urban Interface Code with appendices and amendments thereto.; and
8. Set a meeting date for November 4, 2025, to adopt the Resolution and Ordinance.

California Environmental Quality Act (CEQA) exempt pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)].

SUMMARY:

The State of California amends and adopts a model building code every three years (Triennial Code Adoption Cycle.) The 2025 California Building Standards Code (CBSC), referred to as Title 24 of the California Code of Regulations, will formally take effect on January 1, 2026. The City adopts the

CBSC with any amendments necessary for local conditions before the end of the year in order for the amendments to be effective. This procedure is in accordance with California Government Code Title 5, Division 1, Part 1, as published by the Building Standards Bulletin 25-02.

BACKGROUND:

Every three years, the California Building Standards Commission (BSC) updates the California Building Standards Codes governing construction practices in the State of California. The new California Building Standards Code utilizes the most up-to-date code documents which have been developed through an international code development process. The goal of the Triennial updates is to achieve a higher level of uniformity among city and county agencies throughout the State. Affected state agencies review these codes, amend them, and the BSC adopts them in the California Administrative Code, Title 24. After the State Code is published, every City and County throughout the State has an opportunity to adopt the California Building Standards Codes with more stringent local amendments based on local geological, topographical and/or climatic conditions due to the recent major fires that occurred in California. The State adopted the new Wildland Urban Interface Code which the local jurisdictions must adopt.

During this code adoption process, the City of La Palma adopts this Code even though the City does not have any wild land areas which this Code may not be applicable.

The City also proposes an administrative code amendment to section 109.4 of the California Building Code by adding the penalty fee clause for the double fee amount of the permit fee applicable to work or projects started without the permit issued by the City.

ANALYSIS:

The State's Health and Safety Code (Section 17958) mandates that the California Building Standards Commission adopt and publish the California Building Standards Code (Title 24 California Code of Regulations) every three years. The 2025 Edition of the California Code of Regulations Title 24, which incorporates the below-listed model codes, becomes effective on January 1, 2026.

If approved, the attached Ordinance will amend Article III of Chapter 10 of the La Palma Municipal Code by repealing references to the prior editions of the model codes.

The list below identifies the model codes upon which the 2025 Title 24 is based:

California Building Standards Code	**Reference Model Code**
2025 California Building Code	2024 International Building Code (ICC)
2025 California Residential Code	2024 International Residential Code (ICC)
2025 California Electrical Code	2023 National Electrical Code (NFPA)
2025 California Mechanical Code	2024 Uniform Mechanical Code (IAPMO)
2025 California Plumbing Code	2024 Uniform Plumbing Code (IAPMO)
2025 California Wildland Urban	2025 California Wildland Urban Interface Code

The construction codes proposed for adoption by reference with amendments include the following:

2025 California Building Code (Part 1)
2025 California Residential Code (Part 2)
2025 California Electrical Code (Part 3)

2025 California Mechanical Code (Part 4)
2025 California Plumbing Code (Part 5)
2025 California Energy Code (Part 6)
2025 California Existing Building Code (Part 10)
(incl. Part 8 – Historical Building Code)
2025 California Green Building Standards Code (Part 11)
2025 California Wildland Urban Interface Code
2021 International Property Maintenance Code
1997 Uniform Code for the Abatement of Dangerous Buildings
2015 Orange County Grading and Excavation Code

The Community Development Department is recommending that changes and modifications be made to the 2025 Editions of the California Building Code, California Residential Code, and California Electrical Code, and such changes are reasonably necessary due to local climatic and geographic conditions in the City of La Palma. Other modifications are of an administrative or procedural nature and concern themselves with subjects that are not covered by the codes or are reasonably necessary to safeguard life and property within the City of La Palma.

The State's Health and Safety (H&S) Code requires local governments to adopt and enforce the most recent edition of the California Building Standards Code contained within the California Code of Regulations, Title 24. Any city, county, or fire protection district may establish more restrictive building standards than those contained in the California Building Standards Code (California Code of Regulations, Title 24), if the amendment is reasonably necessary because of local climatic, geological, or topographical conditions.

The attached Resolution sets forth the necessary findings to enable the City to amend the new construction codes to reflect our local conditions. The attached Ordinance incorporates the following amendments to reflect our local conditions:

1. Roofing Materials: Due to the serious hazard of rapid fire spread in local high winds, minimum Class B roof covering is specified and the use of untreated wood roofs is prohibited for new buildings and re-roofing of existing buildings. This provision already exists from the previous code adoption cycle. (Building Code Section 1505 and Residential Code Section R902)
2. Concrete and Masonry Foundation Walls: Due to the high seismic area in Orange County, prescriptive design of concrete and masonry foundation walls that are laterally supported at the top and bottom is prohibited. (Building Code Section 1807.1.6)
3. Swimming Pool Barrier: The warm, dry climate in the region is conducive to swimming pools, which creates a higher probability of children drowning where pools are unprotected. This provision already exists from the previous code adoption cycle. (Building Code Section 3109.2 and Residential Code Appendix AX)
4. Small Wire Installation: Due to frequent improper installation of certain conductor material, additional provisions are required to minimize shock or fire hazard. These provisions already exist from the previous code adoption cycle (Electrical Code Article 310.106(B) and 310.121).

The proposed amendments are consistent with the Orange County Code Uniformity Group and have the support of the Orange County Building Industry Association. The remainder of the proposed amendments are administrative or procedural in nature, such as defining a location for a readily accessible photovoltaic disconnect and the penalty fee as amended in Section 109.4 of the CBC.

Most Orange County cities, including La Palma, adopt the State technical building codes with local amendments in order to address special conditions that may exist in the jurisdiction. To make such amendments to the technical codes, a City must adopt a Resolution setting forth the findings for such

modifications to the State technical building codes. A Resolution containing Findings for Local Conditions is provided as Attachment 2 to this report. The proposed resolution adopts findings for local conditions to make the changes to the California Codes reasonably necessary for building occupancies in the City.

The proposed Ordinance, provided as EXHIBIT A to Attachment 1, adopts the 2025 Editions of the various technical building codes prescribed by State law and applicable to the City of La Palma. The Ordinance also includes amendments, additions, and deletions to those technical codes based on local conditions. Further, the Ordinance adopts administrative provisions for the enforcement of these Codes.

The Community Development Department's Building Division has attempted to minimize amendments to the State Codes except where administratively necessary or to address special construction and fire issues particular to La Palma. Recommendations for revisions are usually related to unstable geotechnical and corrosive soils conditions and local topography. Previous code amendments have been adopted to this new code format and in some instances, language has been clarified or eliminated where no longer needed. The City's amendments are incorporated into the body of the proposed Ordinance, provided as Attachment 1, EXHIBIT A.

ENVIRONMENTAL REVIEW:

Pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)] of the California Environmental Quality Act (CEQA), this project is categorically exempt from CEQA Review. The adoption of the proposed Ordinance is not a “project” that is subject to CEQA review because it will not result in direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

NOTIFICATION:

For Uniform Code Adoption, a first reading is followed by a City Council action to set the Public Hearing pursuant to Government Code Section 50022.3. Both the first reading and the setting of the Public Hearing actions can be part of the same agenda item, so long as the introduction of the Ordinance precedes the action item to set and notice the Public Hearing. Government Code Section 50022.6 requires that certified copies of the uniform codes be maintained in the City Clerk’s office for at least fifteen (15) days prior to the public hearing and be available for public review; and, they should remain on file with the City Clerk for so long thereafter as the codes are in effect. Note that, after the Ordinance is adopted, the City Clerk may transfer to the “office of the chief enforcement officer” (i.e., the Chief Building Official) the responsibility to keep a copy of the Uniform Codes available for public inspection.

CONCLUSION:

Adoption of the California Building Standards Codes and local amendments is designed to provide consistency in the application and enforcement of building and housing standards, with a particular emphasis on local need. If the City Council determines not to adopt the proposed Ordinances, the California Building Standards Code without local amendments addressing the City of La Palma’s local conditions, would apply effective January 1, 2026. Adopting these Codes without local amendments would restrict the City’s ability to enforce safety requirements for life and property based on local conditions and the specific needs of the City of La Palma. Adoption of the proposed Ordinance incorporating the 2025 Edition of the California Building Code with local amendments will keep the City of La Palma in compliance with State law while allowing the City to properly address special local

conditions.

FISCAL IMPACT:

None.

ATTACHMENTS:

1. Draft Resolution Adopting Findings for 2025 Building Code Update
2. Draft Ordinance Adopting 2025 Building Code Update

RESOLUTION NO. 2025- __

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PALMA, CALIFORNIA SETTING FORTH FINDINGS FOR REQUIRED AMENDMENTS TO THE 2025 CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, AND THE CALIFORNIA ELECTRICAL CODE RELATIVE TO LOCAL CLIMATIC, GEOTRAPHIC, OR TOPOGRAPHIC CONDITIONS

WHEREAS, Health and Safety Code Section 17958 provides that the City of La Palma ("City") shall adopt Ordinances and regulations imposing the same or modified or changed requirements as are contained in the regulations adopted by the State pursuant to Health and Safety Code Section 17922; and,

WHEREAS, the State of California is mandated by Health and Safety Code Section 17922 to impose the same requirements as are contained in the most recent edition of the California Building Code, the California Residential Code, and the California Electrical Code (hereinafter referred to collectively as "Codes"); and,

WHEREAS, Health and Safety Code Section 17958.5(a) permits the City to make modifications or changes to the Codes, which are reasonably necessary because of local climatic, geographic or topographic conditions; and,

WHEREAS, Health and Safety Code Section 17958.7 requires that the City Council, before making any modifications or changes to the Codes, shall make an express finding that such changes or modifications are reasonably necessary because of local climatic, geographic or topographic conditions; and,

WHEREAS, said changes have been prepared in a draft Ordinance attached hereto as "**EXHIBIT A**" and incorporated herein by reference, amending Chapter 10 of the La Palma Municipal Code; and,

WHEREAS, the City of La Palma Community Development Department has recommended that changes and modifications be made to the Codes and have advised that certain said changes and modifications to the California Building Code, 2025 Edition, the California Residential Code, 2025 Edition, and the California Electrical Code, 2025 Edition, are reasonably necessary due to local conditions in the City of La Palma and have further advised that the remainder of said changes and modifications are of an administrative or procedural nature, or concern themselves with subjects not covered by the Codes or are reasonably necessary to safeguard life and property within the City of La Palma; and,

WHEREAS, amendments related to life and fire safety contained in Table 1505.1, Sections 1505.1.2, 1807.1.6, 3109.2 of the 2025 Edition of the California Building Code, and Table R301.2, Sections R902.1, R902.1.2, R902.2, and Appendix CI of the 2025 Edition of the California Residential Code, and Articles 310.106(B), 310.121, 690.13, 690.13 of the 2025 Edition of the California Electrical Code as recommended by the La

Palma Community Development Department are hereby found to be reasonably necessary due to the following local conditions identified in Section 1 below.

WHEREAS, all of the changes and modifications are substantially equivalent to changes or modifications that were previously filed by the City and were in effect as of September 30, 2025. NO NEW TECHNICAL CODE AMENDMENTS ARE ADDED OR AMENDED AT THIS TIME.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Palma that the above recitals are true and correct and incorporated herein by reference and that pursuant to the requirements of Health and Safety Code Section 17958.7, the City Council finds and determines there is a need to adopt the changes or modifications to the California Building Standards Codes because of local climatic, topographical, and geological conditions as follows:

SECTION 1: Changes and modifications to the Code adopted by the City of La Palma as recommended by the La Palma Community Development Department are hereby found to be reasonably necessary due to the following general findings of local climatic, geographical or topographical conditions:

I. Climatic Conditions

A. Hot, dry Santa Ana winds are common to all areas within the City of La Palma and Orange County in general. These winds, which can cause small fires which spread quickly, are a contributing factor to the high fire danger in the area, and create the need for an increased level of fire protection. This added protection will supplement normal fire department response available and provide immediate protection for life and safety of multiple occupancy occupants during fire occurrences.

B. Orange County and the City of La Palma are in a semi-arid Mediterranean type climate which predisposes all fuels, including wood shingles, to rapid ignition and spread of fire. Therefore, there exists a need for additional fire protection measures.

C. The warm, dry climate is conducive to swimming pools which creates a higher probability of child drownings where pools are unprotected.

II. Geographic Conditions

A. Orange County and the City of Palma are in a high seismically active area. There are earthquake faults that run along both the northeastern and southwestern boundaries of Orange County. The Newport-Inglewood Fault Zone (NIFZ) which runs through Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude, hypocenter off Newport Beach coast), which took 120 lives, with areas damaged from Laguna Beach to Marina del Rey and inland to Whittier, and poses one of the greatest hazards to lives and property in the nation.

Regional planning for reoccurrence is recommended by the State of California, Department of Conservation. There was also an earthquake in December 1989, with the epicenter located near the City of Irvine. The fault on which this quake occurred was unknown prior to this activity. The October 17, 1989, Santa Cruz earthquake resulted in only one major San Francisco fire in the Marina district, but when combined with the 34 other fires and over 500 responses, the department was taxed to its full capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. If more fires had been ignited by the earthquake, it would have been difficult for the fire department to contain them. Experts predict a major earthquake in our area within the next 50 years. This situation creates the need for both additional fire protection measures and automatic on-site fire protection for building occupants since a multitude of fires may result from breakage of gas and electric lines as a result of an earthquake. As noted by "Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, 1988, State Department of Conservation," page 59, "unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe."

B. Traffic and circulation congestion presently existing in the City of La Palma often places fire department response time to fire occurrences at risk. This condition will be exacerbated by any major disaster, including any earthquake wherein damage to the highway system will occur. This condition makes the need for additional on-site protection for property occupants necessary.

C. Untreated wood roofs cause or contribute to serious fire hazard and to the rapid spread of fires when such fires are accompanied by high winds. Pieces of burning wooden roofs become flying brands and are carried by the wind to other locations and thereby spread fire quickly. Past Grand Jury Report findings support this concern.

Code Section	Findings in Section 1
Chap 1, Div II	Administrative
Table 1505.1 CBC	I, II
1505.1.2 CBC	I, II
1807.1.6 CBC	I, II
3109.2 CBC	I, II
Table R301.2 CRC	Administrative
R902.1 CRC	I, II
R902.1.2 CRC	I, II
R902.2 CRC	I, II
310.106(B) CEC	I, II
310.121 CEC	I, II
690.13 CEC	Administrative

The aforementioned amendments have been incorporated in detail in Ordinance No. 2025- _____ adopting the 2025 Editions of the California Technical Codes.

SECTION 2. The La Palma Community Development Department shall file copies of Resolution No. 2025-_____ and Ordinance No. 2025-____ with the California Building Standards Commission as required by Health and Safety Code Section 17958.7(a).

SECTION 3. If any provision, clause, word, sentence, or phrase in this Resolution is for any reason held invalid, unconstitutional, or otherwise unlawful, such holding shall not affect the other provisions, clauses, words, sentences, phrases, or applications of the provisions of this Resolution which can be given effect without the unconstitutional, invalid, or unlawful provision, clause, word, sentence, phrase, or application. To this end, the provisions of this Resolution are hereby declared to be severable, and the City Council declares that it would have adopted each provision, clause, word, sentence, or phrase of this Resolution irrespective of the fact that any one or more clauses, words, sentences, phrases, or applications thereof be declared unconstitutional, invalid, or otherwise unlawful.

SECTION 4. The City Clerk shall certify to the passage of this Resolution which shall be published and shall take effect as provided by law.

APPROVED AND ADOPTED by the City Council of the City of La Palma at a regular meeting held on the 4th day of November 2025.

_____
MARK I. WALDMAN
Mayor

ATTEST:

_____
NORMA I. ALLEY
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS.
CITY OF LA PALMA)

I, NORMA ALLEY, City Clerk of the City of La Palma, California, DO HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of said City at a regular meeting of said City Council held on the 4th day of October 2022, and that it was so adopted by called vote as follows:

AYES:

NOES:

_____
NORMA ALLEY
City Clerk

EXHIBIT A

ORDINANCE NO. 2025-_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PALMA, CALIFORNIA REPEALING ARTICLE III OF CHAPTER 10 OF THE LA PALMA MUNICIPAL CODE, AND ADDING THERETO A NEW ARTICLE III OF CHAPTER 10 ADOPTING BY REFERENCE THE 2025 EDITIONS OF THE CALIFORNIA CODES AND RELATED MODEL CODES WHICH INCLUDE THE CALIFORNIA BUILDING, RESIDENTIAL, ENERGY, GREEN BUILDING STANDARDS, PLUMBING, MECHANICAL, ELECTRICAL, EXISTING BUILDING CODES, WILDLAND URBAN INTERFACE CODE, THE INTERNATIONAL PROPERTY MAINTENANCE CODE, AND THE UNIFORM CODE FOR ABATEMENT OF DANGEROUS BUILDING, WITH APPENDICES AND AMENDMENTS THERETO

WHEREAS, the City of La Palma has determined that it is in the City's best interest to adopt updated provisions of the various codes relating to buildings in the City of La Palma; and,

WHEREAS, California Health & Safety Code Section 17958 mandates that the City of La Palma adopt ordinances or regulations in accordance with Health & Safety Code Section 17922; and,

WHEREAS, on October 7, 2025, the City Council of the City of La Palma adopted Resolution No.2025 setting forth findings for required amendments to the 2025 Edition of the California Building Standards Codes relative to local climatic, topographic, and geologic conditions; and,

WHEREAS, on October 7, 2025 the City has conducted a duly noticed Public Hearing and introduced an Ordinance repealing Article III of Chapter 10 of the La Palma Municipal Code, and adding thereto a new Article III of Chapter 10 adopting by reference the 2025 Editions of the California Codes and related Model Codes which include the California Building, Residential, Energy, Green Building Standards, Plumbing, Mechanical, Electrical, Existing Building Codes, Wildland Urban Interface Code, the International Property Maintenance Code, and the Uniform Code for Abatement of Dangerous Building, with appendices and amendments thereto; and,

WHEREAS, on October 7, 2025, the City set a Public Hearing date for November 7/2025 to adopt the Ordinance repealing Article III of Chapter 10 of the La Palma Municipal Code and adding thereto a new Article III of Chapter 10 adopting by reference the 2025 Editions of the California Codes and related Model Codes which include the California Building, Residential, Energy, Green Building Standards, Plumbing, Mechanical, Electrical, Existing Building Codes, the International Property Maintenance Code, and the Uniform Code For Abatement of Dangerous Building, with appendices and amendments thereto; and,

WHEREAS, the City has conducted a Public Hearing on the proposed building related regulations as required by law; and,

WHEREAS, the City is required to adopt the 2025 Edition of the California Building Standards Code as of January 1, 2026.

NOW, THEREFORE, the City Council of the City of La Palma Does Hereby Ordain as Follows:

SECTION 1: Article III of Chapter 10 of the La Palma City Code are hereby repealed; provided, however, said repeal shall not apply to or excuse any violation hereof occurring prior to the effective date of this Ordinance and provided further that the codes as adopted therein by reference and amended by the City of La Palma shall continue to be applicable to construction wherein plans have been submitted for plan check as of the effective date of this Ordinance so long as the initial permit application therefore is submitted on or after January 1, 2026.

SECTION 2: Article III of Chapter 10 of the La Palma City Code of the La Palma City Code is hereby amended to added to read, in its entirety, as follows:

"**ARTICLE III. TECHNICAL CODES**

DIVISION 1. GENERALLY

Sec. 10-55. Purpose.

The codes adopted by this article are adopted for the purpose of prescribing regulations for the erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, and area of buildings or structures, subject to the regulations appearing in the zoning chapter.

For the purpose of prescribing regulations for erecting, construction, enlargement, alteration, repair, improving, removal, conversion, demolition, occupancy, equipment use, height, and area of buildings and structures, the following construction codes subject to the modifications set forth in this Chapter, are hereby adopted: the California Building Code, 2025 Edition, based on the 2024 International Building Code as published by the International Code Council, including Chapter 1, Division II; the California Residential Code, 2025 Edition, based on the 2024 International Residential Code, including Appendix CI of Swimming Pool Safety Act; the California Green Building Standards Code, 2025 Edition; the California Plumbing Code, 2025 Edition, based on the 2024 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials; the California Mechanical Code, 2025Edition, based on the 2024 Uniform Mechanical Code as published by the International Association of Plumbing and Mechanical Officials; the California Electrical Code, 2025 Edition, based on the 2023 National Electrical Code as published by the National Fire Protection Association; the Wildland Urban Interface Code, 2025 Edition, based on the 2024 International Wildland Urban Interface code, the California Existing Building Code, 2025 Edition, based on the 2024 International Building Code. the International Property Maintenance Code, 2025 Edition, as published by the International Code Council; the Uniform Code For The Abatement of Dangerous Buildings, 1997 Edition, as published by the International Code Council. For the purpose of prescribing regulations for grading and excavations, the most current Orange County Grading and Excavation Code is hereby adopted. The provisions of these Construction Codes as amended by this chapter shall constitute the Building Regulations of the City of {City}. Where the California Code of Regulations and State Building Standards Code of Regulations differ from any sections of the Construction Codes, State regulations shall prevail over the Construction Codes.

One (1) copy of all the above codes and standards therefore are on file in the office of the building official pursuant to Health and Safety Code Section 18942 (d) (1) and are made available for public inspection.

Notwithstanding the provisions of the above-referenced construction codes, all fees for services provided pursuant to the construction codes shall not take effect until a resolution for such fees is adopted by the City Council pursuant to California Government Code Sections 66016 and 66020.

(Code 1975, § 7-1; Ord. No. 85-08, § 1)

Sec. 10-56. Conflicts with State law.

Wherever the provisions of the State Housing Law (Health and Safety Code § 17910 et seq.) shall impose requirements more stringent than those established by this article, the provisions of the State Housing Law shall apply.

(Code 1975, § 7-2; Ord. No. 85-08, § 1)

Sec. 10-57. Where filed.

One copy of each of the codes adopted by reference by this article are on file in the office of the City Clerk for use and examination by the public.

(Code 1975, § 7-3; Ord. No. 85-08, § 1)

Sec. 10-58. Enforcement.

The Building Official is hereby authorized to enforce the provisions of this article.

(Code 1975, § 7-4; Ord. No. 85-08, § 1)

State law reference(s)—City building department required to enforce State Building Standards Code, State Housing Law, and other rules and regulations promulgated pursuant to them, Health and Safety Code § 17960 et seq.

Sec. 10-59. References to officials in adopted technical codes.

Unless otherwise stated in this chapter, where reference is made to the duties of certain officials named within the technical codes which are adopted by reference in this chapter, then that designated official of the City or of Orange County, California, who has duties corresponding to those of the named official in said technical code, shall be deemed to be the responsible official insofar as enforcing the provisions of that technical code are concerned.

Secs. 10-60—10-76. Reserved.

DIVISION 2. ADMINISTRATIVE CODE

Sec. 10-77. Adopted.

The California Administrative Code, 2025 Edition, is hereby adopted, in its entirety, as the Administrative Code of the City of La Palma, as set forth in this division 2, article III of chapter 10.

(Ord. No. 2019-03, § 5, 11-19-2019)

DIVISION 3. BUILDING CODE

Sec. 10-98. Adopted.

The California Building Code, 2025 Edition, is hereby adopted, in its entirety, as the Administrative Code of the City of La Palma, as set forth in this division 3, chapter 10, subject to the modifications set forth in this division.

(Ord. No. 2019-03, § 6, 11-19-2019)

Sec. 10-99. Additions, amendments, and deletions.

The following additions, amendments, and deletions are hereby made to the 2025 Edition of the California Building Code adopted by this division:

101.4. Referenced Codes. The California Codes listed in Section 1 of this Ordinance shall be considered part of the requirements of this code to the extent of each such reference.

Section 104.8 Liability of chapter 1 of the California Building Code is hereby amended by adding a sentence to the end of the paragraph as follows:

The provisions of this section shall apply if the Building Official or his /her authorized representatives are employees of this jurisdiction and shall also apply if the Building Official or his/her authorized representative are acting under contract as agents of this jurisdiction.

Section 105 Permits: The following revisions are hereby added to section 105 to read, in its entirety, as follows:

Section 105.2 - Work Exempt from permit. Subsections 1 and 2 of Section 105.2 are hereby amended to read, in their entirety, as follows:

1. One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 120 square feet (11m2), and provided that such structures must comply with setback and height requirements of the City Zoning Code.

2. Fences not over 6 feet high. Masonry or concrete fences not over 36 inches in height above lowest adjacent grade.

Section 105.2 is hereby amended by adding Subsection 14 to read, in its entirety, as follows:

14. Television and radio receiving and transmitting antennas over 15 feet in height measured from the highest point on the structure on the same lot require a Conditional Use Permit and shall be designed as per standard plans on file in the Building Division of the City of La Palma.

Section 105.3.1 is hereby amended to add a second paragraph that reads as follows:

An expedited review and permit issuance process shall be provided for EV Charging Stations and simplified forms for submittal will be made available on City's website.

Section 105.5 is hereby amended to add a second paragraph that reads as follows:

105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 12 months after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Time limitation for permit expiration as the result of code enforcement shall be as per notice of violation or as otherwise determined by the Building Official.

~~105.5 Expiration. Before such work can be re-commenced a new permit shall be first obtained to do so, and the fee therefore shall be one-half the amount required for a new permit for such work; provided, however, that:~~

~~1. No changes have been made or will be made in the original plans and specifications for such work; and~~
~~2. Such suspension or abandonment has not exceeded one (1) year; and~~

~~3. A re-endorsement of the compliance of the plans with the applicable regulations, by the Building Official, shall be obtained.~~

~~Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The Building Official may extend the time for action by the permittee for a period not exceeding one hundred eighty (180) days upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.~~

A new Subsection 105.8 entitled "Maintenance of property during construction" is hereby added to section 105 to read, in its entirety, as follows:

Section 105.8 Maintenance of property during construction. During construction, all property shall be maintained in a reasonably clean and well-kept manner. All lumber and building materials shall be neatly piled or stacked in a safe manner and stored in the rear yard of the residential property or inside the building construction perimeter, except that building materials may be stored in a front yard for a period not to exceed thirty (30) days. A waiver of this requirement may be obtained from the Building Official or his/her designated representative if the construction is screened from view from adjacent occupied or public property with fencing materials approved by city zoning and building regulations.

Section 107 CONTRUCTION DOCUMENT The following revisions are hereby added to section 107 to read, in its entirety, as follows:

A new Subsection 107.2.9 is hereby added to section 107 to read, in its entirety, as follows:

107.2.7 Soil Report. A Soil report shall be submitted with all permit applications for new construction and additions. Soil Reports shall be prepared by a professional engineer licensed by the State to prepare such reports. The Building Official may waive this requirement if they find that the scope of work applied for does not necessitate a soil report.

Section 107.3 of section 107 is hereby amended to add a second paragraph that reads as follows:

When submittal documents are required by section 107.1, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fees are separate fees from the permit fees specified in section 109.2 and are in addition to the permit fees. Said plan review fee shall be as set forth in the City Council Fee Resolution. The initial plan review fee is for one complete review and one re-check review. Reviews beyond the initial and the re-check shall require addition fees as set forth in the City Council Fee Resolution.

An expedited review and permit issuance process shall be provided for EV Charging Stations and simplified forms for submittal will be made available on City's website.

Section 107.5 of section 107 is hereby amended to add a second paragraph that reads as follows:

The approved plans permit application, and inspection card, and other construction documents required by the Building Official shall be imaged after the final inspection and will be a permanent record in the City. The applicant shall pay the cost of imaging at the time of permit. Said imaging fee shall be as set forth in the City Council Fee Resolution.

SECTION 108 FEES The following revisions are hereby added to section 109 to read, in its entirety, as follows:

Section 108.2 is hereby amended by adding a sentence at the end to read as follows:

The fee for each permit shall be as set forth in the City Council Fee Resolution unless otherwise specified by the code.

Section 109.4 Work Commencing before permit issuance is hereby amended to add a paragraph that reads as follows:

For the work commencing before the permit issuance, the penalty fee, in addition to the normal permit fee, will be twice the amount of the permit fee to be collected at the time of permit issuance.

Section 109.6 is hereby amended to read, in its entirety, as follows:

109.6 Refunds. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of payment. No refund will be made for less than $25.00. Permit and plan check fees will be refunded in their entirety when collected in error.

SECTION 110 INSPECTIONS. The following revisions are hereby added to section 110 to read, in its entirety, as follows:

A new Subsection 110.7 is hereby added to section 110 to read in its entirety as follows:

110.7 Re-inspection. A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.

This subsection is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the inspection record card is not posted or otherwise made available on the work site; the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the Building Official.

To obtain a re-inspection, the applicant shall file an application therefore in writing upon a form furnished for that purpose and pay the re-inspection fee as established by the City Council Fee Resolution.

In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

Section 111.3 is hereby amended to add a second paragraph that reads as follows:

The application fee for such Temporary Certificate of Occupancy shall be as established by the City Council Fee Resolution. The Temporary Certificate of Occupancy may be subject to such conditions as deemed necessary by the Building Official. The Temporary Certificate of Occupancy expires 30 days after issuance and may be renewed for additional 30-day periods upon providing acceptable justification, the payment of a new application fee for each 30-day period and approval by the Building Official. The violation or failure of any such condition imposed shall be grounds for revocation of such Temporary Certificate of Occupancy.

Section 113.1 is amended to read as follows:

113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The Board of Appeals shall consist of five members, composed of the mayor and the other members of the City Council. Said members shall hold their respective membership on said board of appeals by reason of, and concurrently with their terms of service as Council members and shall cease to be such members upon their ceasing to be Council members. The building official shall be the secretary of the board. The Board may adopt reasonable rules and regulations for conducting its investigations and shall render all its decisions and findings on contested matters in writing to the building official, with duplicative copy thereof to any appellant or contestant affected by any such decision of finding.

Three members of the Board shall constitute a quorum. The mayor shall be the presiding officer of the board. Meetings shall be conducted in accordance with the Brown Act.

The Board shall have the right, subject to such limits as the City Council may prescribe by resolution, to employ at the cost and expense of the City, such qualified individuals as the board, in its discretion, may deem reasonably necessary in order to assist it in its investigations and making its findings and decisions.

Section 113.3 Board of Appeals is amended to read as follows:

Board of Appeals when used in the Building Standards Codes shall mean the City Council. The Board of Appeals is hereby established for each of the Building Standards Codes. Depending on the subject of the appeal, specialized expertise may be solicited for the purpose of providing input to the Appeals Board.

~~(b) Section 113.3 is deleted in its entirety without replacement.~~

Sections 202 General Definitions is hereby revised by adding "Spark Arrester" as follows:

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code section 38366.

2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Section 903.2 is hereby revised to read as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. New buildings: Notwithstanding any applicable provisions of sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in

all occupancies when the total building area exceeds 5,000 square feet as defined in section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with section 406.5 of the California Building Code.

2. Existing Buildings: Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:

   a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5,000 square feet.

   b. When an addition exceeds 2,000 square feet and the resulting building area exceeds 5,000 square feet.

   c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with section 903.2.8 (2).

Section 903.2.8 is hereby revised to read as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with section 903.3 shall be provided throughout all buildings with a Group R fire area including the garage area, as follows:

1. New Buildings: An automatic sprinkler system shall be installed throughout all new buildings.

Existing R-3 Buildings: An automatic sprinkler system shall be installed throughout when one of the following conditions exists:

When the floor area of alterations or additions within any two-year period exceeds 50 percent of gross floor area of the existing structure and the building gross floor area exceeds 5,500 square feet; or:

When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Exceptions:

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing non-ambulatory clients above the first floor, and not housing clients above the second floor.

2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with section 435.8.3.3 of the California Building Code.

3. Pursuant to Health and Safety Code, section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.

4. Pursuant to Health and Safety Code, section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

   When not used in accordance with section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

   An automatic sprinkler system designed in accordance with section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

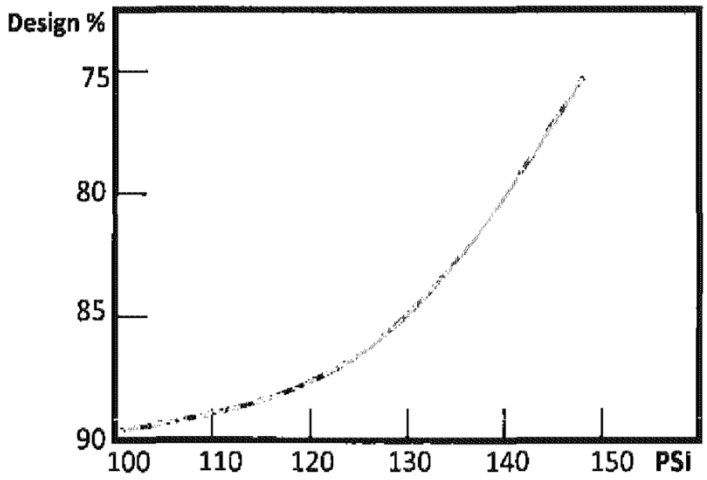
Section 903.3.5.3 Hydraulically Calculated Systems is hereby added as follows:

903.3.5.3 Hydraulically Calculated Systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception:

When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

TABLE 903.3.5.3
Hydraulically Calculated Systems



Chapter 35 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2024 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised to read as follows:

Section 8.3.3.1 is hereby revised to read as follows:

Section 11.1.1.1 is hereby added as follows:

Section 11.2.3.1.1.1 is hereby added as follows:

NFPA 13D 2024 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised to read as follows:

NFPA 14, 2024 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby revised to read as follows:

NFPA 24, 2024 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

Section 6.2.9 is hereby revised to read as follows:

Section 10.1.5 is hereby added as follows:

Section 10.4.1.1 is hereby revised to read as follows:

Section 10.4.1.1.1 is hereby added as follows:

Section 10.4.3.2 is hereby revised to read as follows:

SECTION 1505.1 is hereby amended, by the deletion of Table 1505.1 and add new Table 1505.1 thereto, to read as follows:

TABLE 1505.1[a]
MINIMUM ROOF COVERING CLASSIFICATIONS
TYPES OF CONSTRUCTION

IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
B	B	B	B	B	B	B	B	B

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m^2.
a. Unless otherwise required in accordance with Chapter 7A.

Section 1505.1.2 is amended, by the deletion of the entire section and the addition of a new section thereto, to read as follows:

1505.1.2 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class B, fire classification.

Section 1505.1.3 is amended, by the deletion of the entire section and the addition of a new section thereto, to read as follows:

1505.1.3 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class A, fire classification.

Section 1505.5 is amended, by the deletion of the entire section.

Section 1505.7 is amended, by the deletion of the entire section.

Section 1807.1.6 is amended to read as follows:

1807.1.6 Prescriptive design of concrete and masonry foundation walls. Concrete and masonry foundation walls that are laterally supported at the top and bottom shall be permitted to be designed and constructed in accordance with this section. Prescriptive design of foundation walls shall not be used for structures assigned to Seismic Design Category D2, or E.

~~1807.1.6 Prescriptive design of concrete and masonry foundation walls. Concrete and masonry foundation walls that are laterally supported at the top and bottom shall be permitted to be designed and constructed in accordance with this section. Prescriptive design of foundation walls shall not be used for structures assigned to Seismic Design Category D, E or F.~~

SECTION 3109 - Swimming Pool Enclosures and Safety Devices. Section 3109 is hereby amended to add the following definitions to read as follows:

Section 3109.2 Construction permit; safety features required. New or remodel pools or spas, at a private single-family home, shall have an enclosure complying with the amended California Residential Code Appendix AX.

Section 3109.4.1 is amended by deleting 48 inches and replacing with 60 inches.

Section 3109.4.4 is amended to clarify that pool barriers which are already in the Code are scoped so as to apply on all private swimming pools and is to read as follows:

PRIVATE POOL, is any constructed pool, permanent or portable, and over 18 inches deep which is intended for non-commercial use as swimming pool by not more than three owner families and their guests.

Section 3109.4.4.2 is modified by deleting the first paragraph in its entirety and a new paragraph is substituted to read as follows:

3109.4.4.2 Construction permit; safety features required. Commencing January 1, 1998, except as provided in section 3109.4.4.5, whenever a construction permit is issued for construction of a new private pool at a residence, it shall have an enclosure complying with 3109.4.4.3 and, it shall be equipped with at least one of the following safety features:

A new Subsection 3109.6 is hereby added to section 3109 of California Building Code to read as follows:

3109.6 Sound Attenuation. Filters, heating systems, and pumps installed to serve pool, spa, hot tub, waterfall, or any body of water, shall be enclosed and soundproofed. An acoustical report prepared by a licensed or approved acoustical professional can be used to substitute for sound wall enclosures as long as the report demonstrates the compliance of the requirements specified in section 44-267 of the La Palma City Code."

Chapter 35 Referenced Standards is hereby adopted and revised as follows:

NFPA 13, 2019 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.8.3 is hereby revised as follows:

6.8.3 Fire department connections (FDC) shall be of an approved type. The FDC shall contain a minimum of two 2 ½" inlets. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red. When the fire sprinkler density design requires 500 gpm (including inside hose stream demand) or greater, or a standpipe system is included, four 2 ½" inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1. When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

7. Quick-response type as defined in 3.6.4.7

8. Residential sprinklers in accordance with the requirements of 8.4.5

9. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers

10. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 8.17.1.1.1 is hereby added as follows:

8.17.1.1.1 Residential Waterflow Alarms. A local water-flow alarm shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system, where provided. Group R occupancies not requiring a fire alarm system by the California Fire Code shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Section 11.1.1.2 is hereby added as follows:

11.1.1.2 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the Fire Code Official:

4) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;

5) Use a maximum of 40 psi, if available;

6) Utilize the Orange County Fire Authority water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

Section 23.2.1.1 is hereby revised as follows:

Section 23.2.1.1 Where a waterflow test is used for the purposes of system design, the test shall be conducted no more than 6 months prior to working plan submittal unless otherwise approved by the authority having jurisdiction.

NFPA 13R 2019 Edition, Installation of Sprinkler System in Residential Occupancies up to and Including Four Stories in Height is hereby amended as follows:

Section 6.16.1 is hereby revised as follows:

6.16.1 A local water-flow alarm shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system where provided. Group R occupancies containing less than the number of stories, dwelling units or occupant load specified in the California Fire Code as requiring a fire alarm system shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each dwelling unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

There shall also be a minimum of one exterior alarm indicating device, listed for outside service and audible from the access roadway that serves that building.

NFPA 13D 2024 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 4.1.3 is hereby added as follows:

4.1.3 Stock of Spare Sprinklers

Section 4.1.3.1 is hereby added as follows:

4.1.3.1. A supply of at least two sprinklers for each type shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced.

Section 4.1.3.2 is hereby added as follows:

4.1.3.2 The sprinklers shall correspond to the types and temperature ratings of the sprinklers in the property.

Section 4.1.3.3 is hereby added as follows:

4.1.3.3 The sprinklers shall be kept in a cabinet located where the temperature to which they are subjected will at no time exceed 100o F (38o C).

Section 4.1.3.4 is hereby added as follows:

4.1.3.4 A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.

Section 7.1.2 is hereby revised as follows:

7.1.2 The system piping shall not have a separate control valve unless supervised by a central station, proprietary or remote station alarm service.

Section 7.6 is hereby deleted in its entirety and replaced as follows:

7.6 Alarms. Exterior alarm indicating device shall be listed for outside service and audible from the street from which the house is addressed. Exterior audible devices shall be placed on the front or side of the structure and the location is subject to final approval by the fire code official. Additional interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. Audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Exceptions:

1. When an approved water flow monitoring system is installed, interior audible devices may be powered through the fire alarm control panel.

2. When smoke detectors specified under CBC section 907.2.11 are used to sound an alarm upon waterflow switch activation.

NFPA 14, 2024 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby deleted in its entirety and replaced as follows:

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2024 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.1.1 is hereby added as follows:

6.2.1.1 The closest upstream indicating valve to the riser shall be painted OSHA red.

Section 6.2.11 (5) is hereby deleted without replacement and (6) and (7) renumbered:

(5) Control Valves installed in a fire-rated room accessible from the exterior.

(6) Control valves in a fire-rated stair enclosure accessible from the exterior as permitted by the authority having jurisdiction.

Section 6.3.3 is hereby added as follows:

Section 6.3.3 All post indicator valves controlling fire suppression water supplies shall be painted OSHA red.

Section 10.1.6.3 is hereby added as follows:

10.1.6.3 All ferrous pipe shall be coated and wrapped. Joints shall be coated and wrapped after assembly. All fittings shall be protected with a loose 8-mil polyethylene tube. The ends of the tube shall extend past the joint by a minimum of 12 inches and be sealed with 2-inch-wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.3.6.2 is hereby revised as follows:

10.3.6.2 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material, prior to poly-tube, and after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.3.6.3 is hereby added as follows:

10.3.6.3 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.6.3.1 is hereby deleted and replaced as follows:

10.6.3.1 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.6.2.

Section 10.6.4 is hereby revised as follows:

10.6.4 Pipe joints shall not be located under foundation footings. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints.

Appendix G Flood Resistant Construction, Appendix I Patio Covers, Appendix J Grading, based on the 2024 International Building Code as published by the International Code Council are added to article III, division 4 of chapter 10 in their entirety.

(Ord. No. 2019-03 , § 6, 11-19-2019)

Secs. 10-100—10-126. Reserved.

DIVISION 4. MECHANICAL CODE

Sec. 10-127. Adopted.

The California Mechanical Code, 2025 Edition, based on the 2024 Uniform Mechanical Code, as published by the International Association of Plumbing and Mechanical Officials, is hereby adopted, in its entirety, as the Mechanical Code of the City of La Palma, as set forth in this division 4, chapter 10.

(Ord. No. 2019-03 , § 7, 11-19-2019)

Secs. 10-128—10-152. Reserved.

DIVISION 5. PLUMBING CODE

Sec. 10-153. Adopted.

The California Plumbing Code, 2025 Edition, based on the 2024 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials is hereby adopted, in its entirety, as the Plumbing Code of the City of La Palma, together with the amendments, additions, and deletions thereto set forth in this division.

(Ord. No. 2019-03 , § 8, 11-19-2019)

DIVISION 6. ELECTRICAL CODE

Sec. 10-177. Adopted.

The California Electrical Code, 2025 Edition, based on the 2023 National Electrical Code as published by the National Fire Protection Association is hereby adopted, in its entirety, as the Electrical Code of the City of La Palma, together with the amendments, additions, and deletions thereto as set forth in this division 6, chapter 10.

(Ord. No. 2019-03 , § 9, 11-19-2019)

Sec. 10-178. Additions, amendments, and deletions.

The following additions, amendments, and deletions are hereby made to the California Electrical Code adopted by this division:

Article 310.3(B) Conductor Material is amended by the addition of a second paragraph to read as follows:

Copper wire shall be used for wiring No. 6 and smaller in all installations. Consideration for use of aluminum wiring can be made by the Building Official for feeder lines only on an individual basis where adequate safety measures can be ensured.

Article 310 Conductors for General Wiring is amended by the addition of Article 310.3(E) to read as follows:

310.03(E) Continuous inspection of aluminum wiring. Aluminum conductors of No. six (6) or smaller used for branch circuits shall require continuous inspection by an independent testing agency approved by the Building Official for proper torque of connections at their termination point**.**

Article 690.13 Building or Other Structure Supplied by a Photovoltaic System is amended by the addition to read as follows:

(A)Location. The PV disconnecting means shall be installed at a readily accessible location either on the outside of a building or structure or inside nearest the point of entrance of the system conductors***. A single, visible-open, lockable AC disconnect shall be within 3 feet of meter on the exterior of the building.***

(Ord. No. 2019-03 , § 9, 11-19-2019)

DIVISION 7. RESIDENTIAL CODE

Sec. 10-210. Adopted.

The California Residential Code, 2025 Edition, based on the 2024 International Residential Code is hereby adopted, in its entirety, as the Residential Code of the City of La Palma, together with the amendments, additions, and deletions thereto as set forth in this division 7, chapter 10.

(Ord. No. 2019-03 , § 10, 11-19-2019)

Sec. 10-211. Amendments, additions, and deletions.

The following additions, amendments, and deletions are hereby made to the California Residential Code adopted by this division:

SECTION R105 Permits The following revisions are hereby added to section R105 to read, in its entirety, as follows:

Section R105.2 - Work Exempt from permit. Subsections 1 and 2 of section R105.2 are hereby amended to read, in their entirety, as follows:

1. One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 120 square feet (11m2), and provided that such structures must comply with setback and height requirements of the City Zoning Code.

2. Fences not over 6 feet high. Masonry or concrete fences not over 36 inches in height above lowest adjacent grade.

Section R105.2 is hereby amended by adding Subsection 11 to read, in its entirety, as follows:

14. Television and radio receiving and transmitting antennas over 15 feet in height measured from the highest point on the structure on the same lot require a Conditional Use Permit and shall be designed as per standard plans on file in the Building Division of the City of La Palma.

Section R105.3.2 Time limitation of application. Subsection R105.3.2 of section R105 is hereby amended to read in its entirety as follows:

R105.3.2. Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned one hundred eighty (180) days after the date of filing, unless such application has been pursued in good faith or permit has been issued; except that the Building Official is authorized to grant one extension of time for an additional period not exceeding one hundred eighty (180) days. The extension shall be requested in writing and justifiable cause demonstrated. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan check fee.

Section R105.5 Expiration. Subsection R105.5 of section R105 is hereby amended to read in its entirety as follows:

Section R105.5 Expiration. Every Permit issued shall become invalid unless the work authorized by such permit is commenced within 12 months after its issuance, or after commencement of work if more than 180 days pass between inspections or abandoned. The building official is authorized to grant, in writing, one or more extensions of time, for a period not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated that:

1. No changes have been made or will be made in the original plans and specifications for such work; and

2. Such suspension or abandonment has not exceeded one (1) year; and

3. A reendorsement of the compliance of the plans with the applicable regulations, by the Building Official, shall be obtained.

Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The Building Official may extend the time for action by the permittee for a period not exceeding one hundred eighty (180) days upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.

Section R105.10 Maintenance of property during construction. A new Subsection R105.10 is hereby added to section R105 to read in its entirety as follows:

R105.10. During construction, all property shall be maintained in a reasonably clean and well-kept manner. All lumber and building materials shall be neatly piled or stacked in a safe manner and stored in the rear yard of the residential property or inside the building construction perimeter, except that building materials may be stored in a front yard for a period not to exceed thirty (30) days. A waiver of this requirement may be obtained from the Building Official or their designated representative if the construction is screened from view from adjacent occupied or public property with fencing materials approved by city zoning and building regulations.

Section R106.3 - Examination of documents. Subsection R106.3 of section R106 is hereby amended to add a second paragraph that reads as follows:

R106.3 Examination of documents. When submittal documents are required by section R106.1, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fees are separate fees from the permit fees specified in section R108.2

and are in addition to the permit fees. Said plan review fee shall be as set forth in the City Council Fee Resolution. The initial plan review fee is for one complete review and one re-check review. Reviews beyond the initial and the re-check shall require addition fees as set forth in the City Council Fee Resolution.

Section R106.5 - Retention of construction documents. Subsection R106.5 of section R106 is hereby amended to add a second paragraph that reads as follows:

R106.5 Retention of construction documents. The approved plans, permit application, and inspection card, and other construction documents required by the Building Official shall be imaged after the final inspection and will be a permanent record in the City. The applicant shall pay the cost of imaging at the time of permit. Said imaging fee shall be as set forth in the City Council Fee Resolution.

Section R108.3 - Building permit valuations. Subsection R108.3 of section R108 is hereby amended to add a second paragraph that reads as follows:

R108.3. Building permit valuation. The Building Official shall make the determination of value or valuation under any provisions of this code. The valuation shall be determined by using rational methods established by the Building Official that reasonably establish the construction value or the contract price of the actual construction cost. The value of work to be used in computing the Building Permit and Building Plan Review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment.

Section R108.5 - Refunds. Section 108.5 is hereby amended to read as follows:

R108.5 Refunds. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of payment. No refund will be made for less than $25.00. Permit and plan check fees will be refunded in their entirety then collected in error.

Section 109.4 Work Commencing before permit issuance is hereby amended to add a paragraph that reads as follows:

For the work commencing before the permit issuance, the penalty fee, in addition to the normal permit fee, will be twice amount of the permit fee to be collected at the time of permit issuance.

Section R109.5 - Reinspections. A new Subsection R109.5 is hereby added to section R109 to read in its entirety as follows:

R109.5 Reinspections. A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.

This subsection is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is ready for such inspection or reinspection.

Reinspection fees may be assessed when the inspection record card is not posted or otherwise made available on the work site, the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the Building Official.

To obtain a reinspection, the applicant shall file an application therefore in writing upon a form furnished for that purpose and pay the re-inspection fee as established by the City Council Fee Resolution.

In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

Section R110.3 - Temporary occupancy. Subsection R110.4 of section R110 is hereby amended to add a second paragraph that reads as follows:

R110.3 Temporary occupancy. The application fee for such Temporary Certificate of Occupancy shall be as established by the City Council Fee Resolution. The Temporary Certificate of Occupancy may be subject to such conditions as deemed necessary by the Building Official. The Temporary Certificate of Occupancy expires 30 days after issuance and may be renewed for additional 30-day periods upon providing acceptable justification, the payment of a new application fee for each 30-day period and approval by the Building Official. The violation or failure of any such condition imposed shall be grounds for revocation of such Temporary Certificate of Occupancy.

Section R112.1 is amended to read as follows:

113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The Board of Appeals shall consist of five members, composed of the mayor and the other members of the City Council. Said members shall hold their respective membership on said board of appeals by reason of, and concurrently with their terms of service as Council members and shall cease to be such members upon their ceasing to be Council members. The building official shall be the secretary of the board. The Board may adopt reasonable rules and regulations for conducting its investigations and shall render all its decisions and findings on contested matters in writing to the building official, with duplicative copy thereof to any appellant or contestant affected by any such decision of finding.

Three members of the Board shall constitute a quorum. The mayor shall be the presiding officer of the board. Meetings shall be conducted in accordance with the Brown Act.

The Board shall have the right, subject to such limits as the City Council may prescribe by resolution, to employ at the cost and expense of the City, such qualified individuals as the board, in its discretion, may deem reasonably necessary in order to assist it in its investigations and making its findings and decisions.

Section R112.3 is deleted in its entirety without replacement.

Chapter 2 Definitions is adopted in its entirety with the following amendment:

Section 202 Definitions is hereby revised by adding "OCFA" and "Spark Arrester" as follows:

OCFA: Orange County Fire Authority, fire authority having jurisdiction.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code section 38366.

2. Fireplaces that burn solid fuel in accordance with California Building Code chapter 28.

Chapter 3 Building Planning is adopted in its entirety with the following amendments and additions:

Table R301.2 is revised to read as follows:

TABLE R301.2 CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

Ground snow load[o]	WIND DESIGN				Seismic design category[f]	SUBJECT TO DAMAGE FROM			Ice barrier underlayment required[h]	Flood hazards[g]	Air freezing index[i]	Mean annual temp[j]
	Speed[d] (mph)	Topo. effects[k]	Special wind region[l]	Windborne debris zone[m]		Weathering[a]	Frost line depth[b]	Termite[c]				
Zero	95	No	No	No	D_2 or E	Negligible	12-24”	Very Heavy	No	*Yes/ No*	0	60

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY [f]	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP [e]	ICE BARRIER UNDERLAYMENT REQUIRED [h]	FLOOD HAZARDS [g]	AIR FREEZING INDEX [i]	MEAN ANNUAL TEMP [j]
	Speed [d] (mph)	Topographic effects [k]	Special wind region [l]	Wind-borne debris zone [m]		Weathering [a]	Frost line Depth [b]	Termite [c]					
Zero	110	No	No	No	D_2 or E	Negligible	12-24"	Very Heavy	43	No	Yes/No	0	60

~~MANUAL J DESIGN CRITERIA~~ [n]

~~ELEVATION~~	~~LATITUDE~~	~~WINTER HEATING~~	~~SUMMER COOLING~~	~~ALTITUDE CORRECTION FACTOR~~	~~INDOOR DESIGN TEMPERATURE~~	~~DESIGN TEMPURATURE COOLING~~	~~HEAT TEMPERATURE DIFFERENCE~~
~~305~~	~~34~~	~~37~~	~~91~~		~~70~~	~~75~~	
~~COOLING TEMURATURE DIFFERENCE~~	~~WIND VELOCITY HEATING~~	~~WIND VELOCITY COOLING~~	~~COINCIDENT WET BULB~~	~~DAILY RANGE~~	~~WINTER HUMIDITY~~	~~SUMMER HUMIDITY~~	
~~7~~			~~69~~	~~27~~		~~7 (50% RH)~~	

~~For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.~~

~~a. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The weathering column shall be filled in with the weathering index (i.e., "negligible," "moderate" or "severe") for concrete as determined from the Weathering Probability Map [Figure R301.2(3)]. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.~~

~~b. The frost line depth may require deeper footings than indicated in Figure R403.1(1). The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.~~

~~c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.~~

~~d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R30l.2(4)].Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.~~

~~e. The outdoor design dry-bulb temperature shall be selected from the columns of 971/2-percent~~

values for winter from Appendix D of the *California Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official.

f. The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.

g. The City of _____ does not have any Flood Hazards Zones. **(OR, if yes)** See City's FIRM maps for Flood Hazard Locations.

h. In accordance with Sections R905.2.7.1, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with "NO."

i. The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the l00-year (99%) value on the National Climatic Data Center data table "Air Freezing Index- USA Method (Base 32°)" at www.ncdc.noaa.gov/fpsf.htrnl.

j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)" at www.ncdc.noaa.gov/fpsf.html.

k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

l. In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with “YES” and identify any specific requirements. Otherwise, the jurisdiction shall indicate “NO” in this part of the table.

m. In accordance with Section R301.2.1.2.1, the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate “NO” in this part of the table.

n. The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from ACCA Manual J or established criteria determined by the jurisdiction.

o. The jurisdiction shall fill in this section of the table using the Ground Snow Loads in Figure R301.2 (6).

TABLE R301.2 (1) is revised to read:

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW	WIND DESIGN				SEISMIC DESIGN	SUBJECT TO DAMAGE FROM			WINTER DESIGN	ICE BARRIER UNDERLAYMEN	FLOOD HAZARDS[g]	AIR FREEZING	MEAN ANNUAL
	Speed[d](mph)	Topographic	Special Wind	Wind Borne Debris		Weathering[a]	Frost line	Termite[c]					
Zero	85	No	No	No	D_2 or E	Negligible	12-24"	Very Heavy	43	No	No	0	60

For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.

a. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The weathering column shall be filled in with the weathering index (i.e., "negligible," "moderate" or "severe") for concrete as determined from the Weathering Probability Map [Figure R301.2(3)]. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.

b. The frost line depth may require deeper footings than indicated in Figure R403.1(1). The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.

c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.

d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R30l.2(4)].Wind exposure category shall be determined on a site-specific basis in accordance with section R301.2.1.4.

e. The outdoor design dry-bulb temperature shall be selected from the columns of 971/2-percent values for winter from Appendix D of the California Plumbing Code. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official.

f. The jurisdiction shall fill in this part of the table with the seismic design category determined from section R301.2.2.1.

g. The jurisdiction shall fill in this part of the table with (a) the date of the jurisdiction's entry into the National Flood Insurance Program (date of adoption of the first code or ordinance for management of flood hazard areas), (b) the date(s) of the Flood Insurance Study and (c) the panel numbers and dates of all currently effective FIRMs and FBFMs or other flood hazard map adopted by the authority having jurisdiction, as amended.

h. In accordance with sections R905.2.7.1, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with "NO."

i. The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the l00-year (99%) value on the National Climatic Data Center data table "Air Freezing Index- USA Method (Base 32°)" at www.ncdc.noaa.gov/fpsf.htrnl.

j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)" at www.ncdc.noaa.gov/fpsf.html.

k. In accordance with section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

~~l. In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with "YES" and identify any specific requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.~~

~~m. In accordance with section R301.2.1.2.1, the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate "NO" in this part of the table.~~

Section R302.15.11 Fuel Modification Requirements for New Construction is hereby added as follows:

R302.15.11 Fuel Modification Requirements for New Construction. All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 "Vegetation Management Guideline - Technical Design for new Construction Fuel Modification Plans and Maintenance Program."

Section R309.3.1.2 Fire sprinkler attached garages, and carports with habitable space above is hereby amended by modifying the exception to read as follows:

Exception:no.5: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing carports and/or garages that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code section 903.2.8 as amended.

Section R309.1. Townhouse automatic fire sprinkler systems is hereby amended by modifying the exception to read as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing townhouses that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code section 903.2.8 as amended.

Section R309.2 One- and two-family dwellings automatic fire sprinkler systems is hereby amended by modifying the exception to read as follows:

3. Existing R-3 Buildings: An automatic residential fire sprinkler system shall be installed in one-and two-family dwellings throughout when one of the following conditions exists:

    a. When the floor area of alterations or additions within any two-year period exceeds 50 percent of gross floor area of the existing structure and the building gross floor area exceeds 5,500 square feet; or:

    b. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building. Section R313.3.6.2.2 Calculation procedure is hereby revised to read as follows: Section R313.3.6.2.2 Calculation procedure. Determination of the required size for water distribution piping

shall be in accordance with the following procedure and California Fire Code section 903.3.5.3.

Section R308.1 Address identification is hereby revised to read as follows:

R308.1 Site Address. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than four inches in height with a stroke width of not less than 0.5 inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

Section R337.1.3 Application is hereby revised to read as follows:

R337.1.3 Application. New buildings located in any Fire Hazard Severity Zone or any Wildland-Urban Interface Fire Area designated by the enforcing agency constructed after the application date, and additions to and remodel of buildings constructed before 2012 located in areas currently designated as such, shall comply with the provisions of this chapter. The provisions shall also apply to additions, remodels, and accessory structures located within 100 feet of a fuel modification zone, vegetation management area, or similar area containing hazardous combustible vegetation, regardless of whether the property is currently located in a designated Fire Hazard Severity Zone or Wildland-Urban Interface Area, when materials and/or construction methods for exterior wildfire exposure were previously required at the property by the Building or Fire Code Official.

Exceptions:

1. Buildings of an accessory character classified as a Group U occupancy and not exceeding 120 square feet in floor area, when located at least 30 feet from an applicable building.
2. Buildings of an accessory character classified as a Group U occupancy of any size located at least 50 feet from an applicable building.

3. Buildings classified as a Group U Agricultural Building, as defined in section 202 of this code (see also Appendix C - Group U Agricultural Buildings), when located at least 50 feet from an applicable building.

Section R337.1.6 Fuel Modification Requirements for New Construction is hereby added as follows:

R337.1.6 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.

2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.

3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 "Vegetation Management Guideline - Technical Design for New Construction Fuel Modification Plans and Maintenance Program."

3.1. The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.

4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.

5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Section R403.1.3 is modified by deleting the exception for masonry stem walls:

In Seismic Design Categories D 0, D 1 and D 2 masonry stem walls without solid grout and vertical reinforcing are not permitted.

Section R405.1 shall be modified to read as follows:

…at least one sieve size larger than the tile joint opening or perforation and covered with not less than 6 inches (152 mm) of the same material.

Section R902.1 is amended by revising it to allow only class A or B roofs as follows:

b) Section R902.1 is amended by revising it to allow only class A or B roofs as follows:

R902.1 Roofing covering materials. Roofs shall be covered with materials as set forth in Sections R904 and R905. A minimum Class A or B roofing shall be installed in areas designated by this section. Classes A or B roofing required by this section to be listed shall be tested in accordance with UL 790 or ASTM E 108.

Exceptions:

1. Class A roof assemblies include those with coverings of brick, masonry and exposed concrete roof deck.

2. Class A roof assemblies also include ferrous or copper shingles or sheets, metal sheets and shingles, clay or concrete roof tile, or slate installed on noncombustible decks.

~~R902.1 Roofing covering materials. Roofs shall be covered with materials as set forth in sections R904 and R905. A minimum Class A or B roofing shall be installed in areas designated by this section. Classes A or B roofing required by this section to be listed shall be tested in accordance with UL 790 or ASTM E 108.~~

~~Exceptions:~~

~~1. Class A roof assemblies include those with coverings of brick, masonry and exposed concrete roof deck.~~

~~2. Class A roof assemblies also include ferrous or copper shingles or sheets, metal sheets and shingles, clay or concrete roof tile, or slate installed on noncombustible decks.~~

Section R902.1.2 is amended by revising it to require a minimum Class B roof as follows:

R902.1.2 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class B.

Section R902.1.3 is amended by revising it to require a minimum Class B roof as follows:

R902.1.3 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class A.

Section R902.2, first paragraph is amended by revising it to allow only Class A or B treated wood roofs as follows:

R902.2 Fire-retardant-treated shingles and shakes. Fire-retardant-treated wood shakes and shingles are wood shakes and shingles complying with UBC Standard 15-3 or 15-4 which are impregnated by the full-cell vacuum-pressure process with fire-retardant chemicals, and which have been qualified by UBC Standard 15-2 for use on Class A or B roofs.

~~R902.2 Fire-retardant-treated shingles and shakes. Fire-retardant-treated wood shakes and shingles are wood shakes and shingles complying with UBC Standard 15-3 or 15-4 which are impregnated by the full-cell vacuum-pressure process with fire-retardant chemicals, and which have been qualified by UBC Standard 15-2 for use on Class A or B roofs.~~

Chapter 10 Chimneys and Fireplaces is adopted in its entirety with the following amendments:

Section R1001.13 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices is hereby added as follows:

Section R1001.13.1 Gas-fueled devices is hereby added as follows:

R1001.13.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric

column that extends vertically from the perimeter of the device. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester in accordance with section R1003.9.2.

Section R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with section R1001. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace.

Section R1001.13.3 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

R1001.13.3 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone. Wood and other solid fuel burning fires in devices other than permanent fireplaces are not allowed within Wildfire Risk Areas (WRA) and adopted Fire Hazard Severity Zones (FHSZ) or in locations where conditions could cause the spread of fire to the WRA or FHSZ, unless determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

R1001.14 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices shall comply with this section.

Exception:

Barbeques, grills, and other portable devices intended solely for cooking

Chapter 44 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2019~~16~~ Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised to read as follows:

6.7.3 Fire department connections (FDC) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.

Section 8.3.3.1 is hereby revised to read as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

1. Quick-response type as defined in 3.6.4.8

2. Residential sprinklers in accordance with the requirements of 8.4.5

3. Quick response CMSA sprinklers

4. ESFR sprinklers

5. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers

6. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 11.1.1.1 is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;

2) Use a maximum of 40 psi, if available;

3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

NFPA 13D 2024 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised to read as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service.

Appendix O Vehicular Gates is adopted with only the section indicated below:

SECTION AO103.3 Vehicular gates or other barriers across required fire apparatus access roads is hereby added as follows:

AO103.3 Vehicular gates or other barriers across required fire apparatus access roads. The installation of gates or other barriers across a required fire apparatus access road shall be approved by the fire code official. Gates or barriers shall be in accordance with Orange County Fire Authority Guideline B-09 "Fire Master Plans for Commercial and Residential Development".
Appendix V Swimming Pools is added to article III, division 7 of chapter 10 in its amended and adopted in its entirety.

Appendix V California swimming pool safety act (statewide). of the California Building Code is hereby amended to read as follows:

115922 (a) Except as provided in section 115925, when a building permit is issued for the construction of a new swimming pool or spa or the remodeling of an existing swimming pool or spa, at a private, single-family home the respective swimming pool or spa shall be equipped with item #1. And at least one additional of the following seven drowning prevention safety features:

1. An enclosure that meets the requirements of section 115923 and isolates the swimming pool or spa from the private single-family home. Any walls of the single-family structure or accessory structures used to complete the isolation enclosure must have door openings equipped with protection as required in item #4 or #5. Any such door protection device provided for this purpose may not be used to comply with the second drowning prevention feature.

2. Removable mesh pool fencing that meets American Society for Testing and Materials (ASTM) Specifications F2286 standards in conjunction with a gate that is self-closing and self-latching and can accommodate a key lockable device. The mesh fencing setback shall be not less than 20 inches from the water's edge.

3. An approved safety pool cover, as defined in subdivision (d) of section 115921.

4. Exit alarms on the private single-family home's doors that provide direct access to the swimming pool or spa. The exit alarm may cause either an alarm noise or a verbal warning, such as repeating notification that "the door to the pool is open".

5. A self-closing, self-latching device with a release mechanism placed no lower than 54 inches (1372mm) above the floor on the private single-family home's doors providing direct access to the pool or spa.

6. An alarm that, when placed in a swimming pool or spa, will sound upon detection of accidental or unauthorized entrance into the water. These pool alarms shall meet and be independently certified to the ASTM Standard F2208 "Standard Safety Specification for Residential Pool Alarms" which includes surface motion, pressure, sonar, laser and infrared type alarms. A swimming protection alarm

feature designed for individual use, including an alarm attached to a child that sounds when the child exceeds a certain distance or becomes submerged in water, is not a qualifying drowning safety prevention feature.

7. Other means of protection, if the degree of protection afforded is equal to or greater than that afforded by any of the features set forth above and have been independently verified by an approved testing laboratory as meeting standards for those devices established by the ASTM or the American Society of Testing Mechanical Engineers (ASME).

Prior to the issuance of any final approval for the completion of permitted construction or remodeling work, the local building code official shall inspect the drowning safety prevention devices required by this act and if no violations are found, shall give final approval.

(Ord. No. 2019-03 , § 10, 11-19-2019)

Secs. 10-212—10-230. Reserved.

DIVISION 8. ENERGY CODE

Sec. 10-231. Adopted.

The California Energy Code, 2025 Edition, is hereby adopted, in its entirety, as the Energy Code of the City of La Palma, as set forth in this division 8, chapter 10.

(Ord. No. 2019-03 , § 11, 11-19-2019)

Secs. 10-232—10-255. Reserved.

DIVISION 9. CALIFORNIA GREEN BUILDING STANDARDS CODE

Sec. 10-256. Adopted.

The California Green Building Standards Code, 2025 Edition, is hereby adopted in its entirety as the Green Building Standards Code for the City of La Palma, together with the amendments, additions, and deletions thereto as set forth in this division 9, chapter 10.

(Ord. No. 2019-03, § 12, 11-19-2019)

Secs. 10-257—10-277. Reserved.

DIVISION 10. REFERENCED STANDARDS CODE

Sec. 10-278. Adopted.

The California Referenced Standards Code, 2025 Edition, is hereby adopted, in its entirety, as the Referenced Standards Code of the City of La Palma, as set forth in this division 10, chapter 10.

(Ord. No. 2019-03 , § 12, 11-19-2019)

Secs. 10-279—10-304. Reserved.

DIVISION 11. INTERNATIONAL PROPERTY MAINTENANCE CODE

Sec. 10-305. Adopted.

The International Property Maintenance Code, 2025 Edition, is hereby adopted, in its entirety, as the Reference Standards Code of the City of La Palma, as set forth in this division 11, chapter 10.

(Ord. No. 2019-03 , § 13, 11-19-2019)

Secs. 10-306—10-328. Reserved.

DIVISION 12. AMENDMENT TO THE 2025 CALIFORNIA RESIDENTIAL CODE

Table R301.2 is revised to read as follows:

TABLE R301.2 CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

Ground snow load[o]	WIND DESIGN				Seismic design category[f]	SUBJECT TO DAMAGE FROM			Ice barrier underlayment required[h]	Flood hazards[g]	Air freezing index[i]	Mean annual temp[j]
	Speed[d] (mph)	Topo. effects[k]	Special wind region[l]	Windborne debris zone[m]		Weathering[a]	Frost line depth[b]	Termite[c]				
Zero	95	No	No	No	D_2 or E	Negligible	12-24”	Very Heavy	No	*Yes/ No*	0	60

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY [f]	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP [e]	ICE BARRIER UNDERLAYMENT REQUIRED [h]	FLOOD HAZARDS [g]	AIR FREEZING INDEX [i]	MEAN ANNUAL TEMP [j]
	Speed [d] (mph)	Topographic effects [k]	Special wind region [l]	Wind-borne debris zone [m]		Weathering [a]	Frost line Depth [b]	Termite [c]					
Zero	110	No	No	No	D_2 or E	Negligible	12-24"	Very Heavy	43	No	Yes/No	0	60

~~MANUAL J DESIGN CRITERIA [n]~~

~~ELEVATION~~	~~LATITUDE~~	~~WINTER HEATING~~	~~SUMMER COOLING~~	~~ALTITUDE CORRECTION FACTOR~~	~~INDOOR DESIGN TEMPERATURE~~	~~DESIGN TEMPURATURE COOLING~~	~~HEAT TEMPERATURE DIFFERENCE~~
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~~COOLING TEMURATURE DIFFERENCE~~	~~WIND VELOCITY HEATING~~	~~WIND VELOCITY COOLING~~	~~COINCIDENT WET BULB~~	~~DAILY RANGE~~	~~WINTER HUMIDITY~~	~~SUMMER HUMIDITY~~	
~~7~~			~~69~~	~~27~~		~~7 (50% RH)~~	

~~For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.~~

~~a. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The weathering column shall be filled in with the weathering index (i.e., "negligible," "moderate" or "severe") for concrete as determined from the Weathering Probability Map [Figure R301.2(3)]. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.~~

~~b. The frost line depth may require deeper footings than indicated in Figure R403.1(1). The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.~~

~~c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.~~

~~d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R30l.2(4)].Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.~~

~~e. The outdoor design dry-bulb temperature shall be selected from the columns of 971/2-percent values for winter from Appendix D of the *California Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official.~~

~~f. The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.~~

g. The City of _____ does not have any Flood Hazards Zones. **(OR, if yes)** See City's FIRM maps for Flood Hazard Locations.

h. In accordance with Sections R905.2.7.1, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with "NO."

i. The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the l00-year (99%) value on the National Climatic Data Center data table "Air Freezing Index- USA Method (Base 32°)" at www.ncdc.noaa.gov/fpsf.htrnl.

j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)" at www.ncdc.noaa.gov/fpsf.html.

k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.

l. In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with “YES” and identify any specific requirements. Otherwise, the jurisdiction shall indicate “NO” in this part of the table.

m. In accordance with Section R301.2.1.2.1, the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate “NO” in this part of the table.

n. The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from ACCA Manual J or established criteria determined by the jurisdiction.

o. The jurisdiction shall fill in this section of the table using the Ground Snow Loads in Figure R301.2 (6).

Section R902.1 is amended by revising it to allow only class A or B roofs as follows:

R902.1 Roofing covering materials. Roofs shall be covered with materials as set forth in Sections R904 and R905. A minimum Class A or B roofing shall be installed in areas designated by this section. Classes A or B roofing required by this section to be listed shall be tested in accordance with UL 790 or ASTM E 108.

Exceptions:

1. Class A roof assemblies include those with coverings of brick, masonry and exposed concrete roof deck.

2. Class A roof assemblies also include ferrous or copper shingles or sheets, metal sheets and shingles, clay or concrete roof tile, or slate installed on noncombustible decks.

Section R902.1.2 is amended by revising it to require a minimum Class B roof as follows:

R902.1.2 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class B.

Section R902.2, first paragraph is amended by revising it to allow only Class A or B treated wood

roofs as follows:

R902.2 Fire-retardant-treated shingles and shakes. Fire-retardant-treated wood shakes and shingles are wood shakes and shingles complying with UBC Standard 15-3 or 15-4 which are impregnated by the full-cell vacuum-pressure process with fire-retardant chemicals, and which have been qualified by UBC Standard 15-2 for use on Class A or B roofs.

Appendix CI of the swimming Pool Safety Act, amend section 115992 (a) as follows:

Except as provided in Section 115925, when a building permit is issued for the construction of a new swimming pool or spa or the remodeling of an existing swimming pool or spa at a private single-family home, the respective swimming pool or spa shall be equipped with item #1 below AND at least one additional following seven drowning prevention features:

Appendix CI, amend section 115922 (a) (1) as follows:

An enclosure that meets the requirements of Section 115923 and isolates the swimming pool and spa from the private single-family home. Any walls of the residential structure or accessory structures used to complete the isolation enclosure must have door openings equipped with protection as required in Section 115922 (a) (4) or (5). Any such door protection device provided for this purpose may not be used to comply with the second drowning prevention feature requirement.

DIVISION 13 WILDLAND URBAN INTERFACE CODE
Sec.13-
The Wildland Urban Interface Code, 2025 Edition is hereby adopted, in its entirety as the Referenced Standards Code of the city of La Palma as set forth in this division 13, Chapter 10

Chapter 6 of the Wildland-Urban Interface Code, FIRE PROTECTION REQUIREMENTS is adopted in its entirety as amended by the SFM with the following amendments:

Section 602.4 Fuel modification plans are hereby added as follows:

> **602.4 Fuel modification plans,** Fuel modification plans shall be reviewed and approved by OCFA for all new buildings to be built or installed in a wildfire risk area. Plans shall meet the criteria set forth in OCFA Guidance C-05 “Vegetation Management Guideline-Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

Appendices

Appendix A is not adopted**.**
Appendix B is not adopted**.**
Appendix C is not adopted**.**
Appendix D is not adopted**.**
Appendix E is deleted in its entirety.
Appendix F is adopted in its entirety as amended by the SFM.
Appendix G is adopted in its entirety as amended by the SFM.
Appendix H is not adopted**.**
Appendix I is not adopted**.**

SECTION 3: The City Council finds and determines that the adoption of this Ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)] which sets forth the rule that "CEQA" applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 4: Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid by a final judgment of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subdivision, sentence, clause, phrase, or portion of this Ordinance irrespective of the fact that one or more sections, subdivisions, sentences, clauses, phrases, or portions of this Ordinance be declared invalid.

SECTION 5. All Actions Regularly Taken. All required proceedings and considerations precedent to the adoption of this Ordinance have been regularly taken in accordance with applicable law.

SECTION 6: Effectiveness, Publication. The City Clerk is authorized and directed to publish this Ordinance or a summary thereof in the manner provided by law and in accordance with procedures normally taken.

APPROVED AND ADOPTED by the City Council of the City of La Palma at a regular meeting held on the 4th day of November, 2025.

_____
Mark I. Waldman
Mayor

ATTEST:

_____
Norma I. Alle, MMC
City Clerk/Executive Assistant

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS.
CITY OF LA PALMA)

I, NORMA ALLEY, City Clerk of the City of La Palma, DO HEREBY CERTIFY that the foregoing Ordinance was adopted by the City Council of said City at a regular meeting of said City Council held on the 4th day of November, 2025, and that it was so adopted by called vote as follows:

AYES:

NOES:

_____
NORMA ALLEY, MMC
City Clerk/Executive Assistant

City of La Palma

Agenda Item No. 9

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Trang Huynh, P.E., Building Official Belinda Deines, Community Development & Public Works Director
AGENDA TITLE:	Introduction of an Ordinance and Resolution to Adopt the 2025 Fire Code Update

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RECOMMENDED ACTION:

It is recommended that the City Council take the following actions:

1. Open Public Hearing
2. Receive Staff Report
3. Council Comments and Questions
4. Receive Public Input
5. Close the Public Hearing
6. Introduce an Ordinance repealing Article II of Chapter 16 of the City of La Palma Municipal Code, and adding thereto a new Article II of Chapter 16 adopting by reference the 2025 Edition of the California Fire Code with appendices and amendments thereto
7. Introduce a Resolution setting forth findings with respect to local climatic, topographic and geographic conditions within the City of La Palma to allow certain modifications and changes to the California Fire Code; and,
8. Set a meeting date for November 4, 2025, to adopt the Ordinance and Resolution.

California Environmental Quality Act (CEQA) exempt pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)]

SUMMARY:

The State of California amends and adopts a model fire code every three years (Triennial Code Adoption Cycle). The 2025 California Fire Code (CFC), referred to as Title 24 Part 9 of the California Code of Regulations, will formally take effect on January 6, 2026. The City adopts the CFC with any amendments necessary for local conditions before the end of the year in order for the amendments to be effective.

BACKGROUND:

The proposed Ordinance adopts the 2025 Edition of the California Fire Code, with certain amendments, additions, and deletions. The CFC sets the minimum fire code requirements for fire and life-safety issues statewide. Any city, county, or fire protection district may establish more restrictive standards than those contained in the California Fire Code, or make changes and amendments if the amendments are reasonably necessary because of local climatic, geological, or topographical conditions. The Orange County Fire Authority (OCFA) has recommended amendments to the CFC based on local conditions for the greater Orange County area. For the most part, the changes to the 2025 CFC are a carryover of amendments and updates made to the previously adopted 2022 code.

The City Council must first adopt the Resolution of findings for local conditions before taking action on the Ordinance, which contains amendments to the CFC. A Resolution setting forth findings for modifications and changes to the CFC because of local conditions is provided as Attachment 1.

ANALYSIS:

The California State Fire Code (CFC) is based on the International Fire Code published by the International Code Council (ICC). The State Fire Marshal which produces the CFC is required by California law to keep the CFC current with the International Fire Code, which is republished with updates every three years. The State Fire Marshal sets the minimum standard and California law allows local jurisdictions to amend the code based on local geographic, topographic or climatic conditions.

The proposed local code amendments for the 2025 Edition of the California Fire Code adoption are recommendations from the Orange County Fire Authority (OCFA) to clarify the code and identify areas of potential conflict / overlap with other State fire and life safety requirements. OCFA's amendments are incorporated into the body of the proposed Ordinance, provided as EXHIBIT A to Attachment 1.

Most of the Fire Code amendments during this time are the ones transferred over from the previous code adoption cycle. Some other amendments reflect the adapted information of the revised Code section numbers due to the new code book and additional clarifications of the code requirements.

ENVIRONMENTAL REVIEW:

Pursuant to Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)] of the California Environmental Quality Act (CEQA), this project is categorically exempt from CEQA Review. The adoption of the proposed Ordinance is not a "project" that is subject to CEQA review because it will not result in direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

NOTIFICATION:

For Uniform Code Adoption, a first reading is followed by a City Council action to set the Public Hearing pursuant to Government Code Section 50022.3. Government Code Section 50022.6 requires that certified copies of the uniform codes be maintained in the City Clerk's office for at least fifteen (15) days prior to the public hearing and be available for public review; and, they should remain on file with the City Clerk for so long thereafter as the codes are in effect. Note that, after the Ordinance is adopted, the City Clerk may transfer to the "office of the chief enforcement officer" (i.e., the Chief Building Official) the responsibility to keep a copy of the Uniform Codes available for public inspection.

CONCLUSION:

Adoption of the proposed Ordinance incorporating the 2025 Edition of the California Fire Code will keep the City of La Palma in compliance with State law while allowing the City to properly address special local conditions. City staff will follow up adoption of the 2025 Edition of the California Fire Code with a zone text amendment ordinance addressing California Fire Code Section 501.1 / OCFA Guideline B-01 in the development standards for residential single-family homes in the Municipal Code.

FISCAL IMPACT:

None.

ATTACHMENTS:

1. Draft Ordinance to Adopt 2025 Fire Code
2. Draft Resolution with Findings to Adopt 2025 Fire Code

EXHIBIT A

ORDINANCE NO. 2025-___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PALMA, CALIFORNIA REPEALING ARTICLE II OF CHAPTER 16 OF THE CITY OF LA PALMA MUNICIPAL CODE, AND ADDING THERETO A NEW ARTICLE II OF CHAPTER 16 ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE WITH APPENDICES AND AMENDMENTS THERETO

WHEREAS, the City of La Palma has determined that it is in the City's best interest to adopt updated provisions of the Fire Code for the City of La Palma; and,

WHEREAS, pursuant to Health and Safety Code Section 17222. the City of La Palma must adopt by reference the 2025 California Fire Code, based on the International Fire Code, 2025 Edition, with errata, published by the International Code Council, as adopted by the State of California pursuant to Title 24 Part 9 of the California Code of Regulations; and,

WHEREAS, California Health & Safety Code Section 17958.5 authorizes cities to adopt the codes contained in Title 24 of the California Code of Regulations with changes and modifications determined to be reasonably necessary because of local climatic, topographic, or geologic conditions; and,

WHEREAS, all of the changes and modifications are substantially equivalent to changes or modifications that were previously filed by the City and were in effect as of September 30, 2025.

WHEREAS, the City has conducted a public hearing and introduced this Ordinance on the proposed Fire Code as required by law.

NOW, THEREFORE, the City Council of the City of La Palma does hereby ordain as follows:

SECTION 1: Article II of Chapter 16 of the City of La Palma Municipal Code is hereby repealed; provided, however, that said repeal shall not apply to or excuse any violation hereof occurring prior to the effective date of this Ordinance and provided further that the codes as adopted therein by reference and amended by the City of La Palma shall continue to be applicable to construction wherein plans have been submitted for plan check as of the effective date of this Ordinance so long as the initial permit therefore is issued not later than ninety (90) days after the effective date of this Ordinance.

SECTION 2: The 2025 Edition of the California Fire Code based on the International Fire Code, 2021 Edition, with errata, published by the International Code Council, as adopted by the State of California pursuant to Title 24 Part 9 of the California Code of Regulations, shall constitute the Fire Code of the City of La Palma, subject to the amendments and additions as detailed in this Ordinance.

SECTION 3: A new Article II of Chapter 16 of the City of La Palma Municipal Code is hereby adopted to read, in its entirety, as follows:

"Article II. Fire Code.

Sec. 16.21. References to officials in adopted technical codes.

Unless otherwise stated in this chapter, where reference is made to the duties of certain officials named within the technical codes which are adopted by reference in this chapter, then that designated official of the City or of Orange County, California, who has duties corresponding to those of the named official in said technical code shall be deemed to be the responsible official insofar as enforcing the provisions of that technical code are concerned.

Sec. 16.22. Codes Adopted.

For the purpose of prescribing regulations and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided, the California Fire Code, 2025 Edition, based on the 2021 International Fire Code as published by the International Code Council, as amended by this Article shall constitute the Fire Code of the City of La Palma. Where the California Code of Regulations and State Building Standards Code of Regulations differ from any sections of the Fire Code, State regulations shall prevail over the Fire Code.

Sec 16-23. Enforcement and inspections.

The California Fire Code and the International Fire Code with amendments shall be enforced by the Orange County Fire Authority, which shall be operated under the Fire Chief of the Orange County Fire Authority. The Fire Chief of the Orange County Fire Authority may designate such members of the fire authority as inspectors as shall be necessary from time to time. All fees for services provided for in the Fire Code shall not take effect until a resolution for such fees is adopted by the Orange County Fire Authority Board of Directors pursuant to California Government Code Sections 66016 and 66020.

Sec. 16-24. Amendments, Additions, and Deletions to the 2025 California Fire Code.

Chapter 1 General Requirements is adopted in its entirety as amended by SFM with the following amendments:

Section 110.4 Violation Penalties is hereby revised to read as follows:

> 110.4 Violation Penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 110.4.2 Infraction and Misdemeanor is hereby added as follows:

> 110.4.2 Infraction and Misdemeanor. Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take

immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

Section 112.4 Violation penalties is hereby revised as follows:

112.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof *or shall fail to comply with any issued orders or notices* or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, ~~shall be guilty of a [SPECIFY OFFENSE] punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such fine and imprisonment~~ *shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule*. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 112.4.2 Infraction and misdemeanor is hereby added as follows:

112.4.2 Infraction and misdemeanor. *Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.*

Chapter 2

Definitions

Chapter 2 Definitions is adopted in its entirety as amended by SFM with the following amendments:

Sections 202 General Definitions is hereby revised by adding "OCFA," ~~"Sky Lantern,"~~ and "Spark Arrester" as follows:

202 General Definitions

OCFA: *Orange County Fire Authority, authority having jurisdiction.*

SPARK ARRESTER*. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:*

1. *Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.*
2. *Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.*

Chapter 3

General Requirements

Chapter 3 General Requirements. Adopt Chapter 3 in its *entirety* with the exception of Sections 308.1.4, 311.5 through 311.5.5, 318, and 319, and with the following amendments:

Section 304.1.2 Vegetation is hereby revised as follows:

> **304.1.2 Vegetation.** Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49. *Type, amount, arrangement, and maintenance of vegetation in a fuel modification area, interior slope, or similarly hazardous area shall be in accordance with OCFA Guideline C-05 "Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program."*

Section 305.6 Hazardous Conditions is hereby added as follows:

> ***305.6 Hazardous conditions.*** *Outdoor fires burning wood or other solid fuel are not allowed when any of the following conditions applies:*
>
> 1. *when predicted sustained winds exceed 8 MPH and relative humidity is less than 25%, or a red flag condition has been declared*
> 2. *when an official sign was caused to be posted by the fire code official, or a public announcement is made*
>
> *No outdoor fires using any fuel type are permitted when predicted sustained winds exceed 20 MPH or when such fires present a hazard as determined by the fire code official.*

Section 305.7 Disposal of rubbish is hereby added as follows:

> ***305.7 Disposal of rubbish.*** *Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.*

Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby revised as follows:

> **SECTION 307 OPEN BURNING, RECREATIONAL FIRES*, FIRE PITS, FIRE RINGS,* AND *PORTABLE* OUTDOOR FIREPLACES**

Sections 307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies is hereby added as follows:

> ***307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies.*** *Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R occupancies shall comply with this section.*
>
> ***Exception:*** *Barbeques, grills, and other portable devices intended solely for cooking.*

Section 307.6.1 Gas-fueled devices is hereby added as follows:

307.6.1 Gas-fueled devices. *Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction and vegetation shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.*

Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. *Permanent outdoor fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code with clearance from combustible construction and building openings as required therein. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks.*

The burning of wood or other solid fuel in a device is not allowed within 25 feet of combustible structures unless within an approved permanent fireplace, Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Exceptions:

1. *Portable fireplaces and fire rings/pits equipped with a device to arrest sparks shall be located at least 3' from combustible construction at R-3 occupancies,*
2. *Portable fireplaces, and fire pits/rings equipped with a device to arrest sparks, shall be located at least 15 feet from combustible structures at other R occupancies.*

Section 307.6.2.1 Where prohibited is hereby added as follows:

307.6.2.1 Where prohibited. *The burning of wood and other solid fuels shall not be conducted within a fuel modification zone, Wildfire Risk Area (WRA), Wildland-Urban Interface Area (WUI), or in locations where conditions could cause the spread of fire to the WRA or WUI.*

Exceptions:

1. *Permanent fireplaces that are not located in a fuel modification zone*
2. *Where determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.*

Section ~~321~~ 324 Fuel Modification Requirements for New Construction is hereby added as follows:

> ~~321~~ ***324 Fuel Modification Requirements for New Construction****. All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."*

Section ~~322~~ 325 Clearance of brush or vegetation growth from roadways is hereby added as follows:

> ~~322~~ ***325 Clearance of brush or vegetation growth from roadways****. The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.*
>
> ***Exception:*** *Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.*

Section ~~323~~ 326 Unusual Circumstances is hereby added as follows:

> ~~323~~ ***326 Unusual circumstances.*** *The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:*
>
> 1. *Difficult terrain.*
> 2. *Danger of erosion.*
> 3. *Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.*
> 4. *Stands or groves of trees or heritage trees.*
> 5. *Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.*

Section ~~324~~327 Use of Equipment is hereby added as follows:

> ***~~324~~327 Use of equipment.*** *Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.*
>
> ***Exceptions:***
>
> 1. *Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust*

system is equipped with a muffler as defined in the Vehicle Code of the State of California.

2. *Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition*

Section ~~324.1~~ 327.1 Use of Equipment and Devices Generating Heat, Sparks or Open Flames is hereby added as follows**:**

~~324.1~~ ***327.1 Equipment and devices generating heat, sparks or open flames.*** *During any time of the year within Wildfire Risk Areas, within or immediately adjacent to any forest- or brush-covered land or non-irrigated grass-covered land, no person shall use or operate any welding equipment, cutting torches, tar pots, grinding devices, or other tools or equipment that may produce a spark, fire, or flame that could result in a wildfire without doing the following:*

1. *First clearing away all flammable material, including snags, from the area around such operation for a distance of 30 feet or other approved method to reduce fire spread into the wildlands. If 30 foot clearing cannot be achieved, then an alternate method shall be approved by the AHJ prior to work starting.*
2. *Maintain one serviceable round point shovel with an overall length of not less than forty-six (46) inches and one backpack pump water-type fire extinguisher fully equipped and ready for use at the immediate area during the operation.*
3. *Stop work when winds are 8 MPH or greater during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.*
4. *Keep a cell phone nearby and call 911 immediate in case of fire.*

Section ~~324.2~~ 327.2 Spark Arresters is hereby added as follows:

~~324.2~~ ***327.2 Spark arresters.*** *Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section ~~324~~327 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.*

Chapter 4

Emergency Planning and Preparedness

Chapter 4: **Emergency Planning and Preparedness.** Adopt only those sections and subsections adopted by SFM with the following amendment.

Section 407.5 is revised as follows:

407.5 Hazardous Materials Inventory Statement. Where required by the fire code official, each application for a permit shall include ~~a Hazardous Materials Inventory Statement~~ *OCFA's Chemical Classification Guideline* in accordance with Section 5001.5.2.

Chapter 5

Fire Service Features

Chapter 5 Fire Service Features is adopted in its entirety as amended by SFM with the following amendments:

SECTION 501.1 Scope is revised as follows:

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter *and, where required by the fire code official, with OCFA Guideline B-01, "Fire Master Plan for Commercial & Residential Development."*
~~*Fire service features for buildings, structures and premises located in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone shall also comply with OCFA Guideline B-09a, "Fire Safe Development in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone".*~~

Section 510.1 Emergency responder radio coverage *in new buildings* is revised as follows:

510.1 Emergency responder radio coverage in new buildings. *All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the requirements of the Orange County Sheriff's Department, Communications and Technology Division, and where the functionality of performance requirements in the California Fire Code are more stringent, this code.*

Exceptions:

1. *In buildings or structures where it is determined by the fire code official that the radio coverage system is not needed, including but not limited to the following:*
    a. *Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.*
    b. *Elevators.*
    c. *Structures that meet all of the following:*
        i. *Three stories or less, and*
        ii. *Do not have subterranean storage or parking, and*
        iii. *Do not exceed 50,000 square feet on any single story.*
    d. *Structures that meet all of the following:*
        i. *Residential structures four stories or less, and*
        ii. *Constructed of wood, and*
        iii. *Do not have subterranean storage or parking, and*
        iv. *Are not built integral to an above ground multi-story parking structure.*

Should a structure that is three stories or less and 50,000 square feet or smaller on any single story include subterranean storage or parking, then this ordinance shall apply only

to the subterranean areas.

2. *In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.*

Chapter 6

Building Services and Systems

Chapter 6 Building Services and Systems is adopted in its entirety as amended by SFM.

Chapter 7

Fire and Smoke Protection Features

Chapter 7 Fire and Smoke Protection Features is adopted in its entirety as amended by SFM ~~in its entirety without amendments.~~

Chapter 8

Interior Finish, Decorative Materials and Furnishings

Chapter 8 Interior Finish, Decorative Materials and Furnishings is adopted in its entirety as amended by SFM.

Chapter 9

Fire Protection and Life Safety Systems

opt Chapter 9 Fire Protection and Life Safety Systems is adopted in its entirety as amended by SFM with the following amendments:

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in ~~new~~ buildings and structures shall be provided *when one of the following conditions exists:* ~~in the locations described in Sections 903.2.1 through 903.2.12.~~

1. ***New buildings****: Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.1~~9~~21, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.*

Exception: *Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code that are smaller than the area specified in section 903.2.10 (3) or 903.2.10.1 of the California Fire Code.*

2. ***Existing Buildings:*** *Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:*
   a. *When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet*
   b. *When an addition exceeds 2000 square feet, and the resulting building area exceeds 5000 square feet.*
   c. *An additional story is added above the second floor regardless of fire areas or allowable area.*

   Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area *as follows*:

1. ***New Buildings:*** *An automatic sprinkler system shall be installed throughout all new buildings.*

2. ***Existing R-3 Buildings:*** *An automatic sprinkler system shall be installed throughout when one of the following conditions exists:*

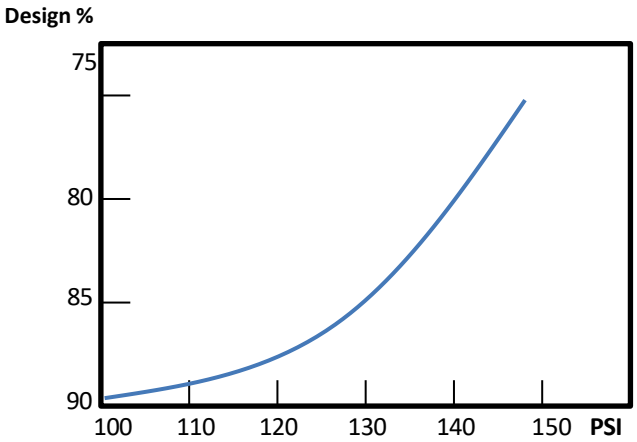
   1. *When the floor area of alterations within any two-year period exceeds 50 percent of gross floor area of the existing structure and the building gross floor area exceeds 5,500 square feet; or:*
   2. *When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.*

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. *The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.*

Exception: *When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.*

TABLE 903.3.5.3
Hydraulically Calculated Systems



Chapter 10

Means of Egress

Chapter 10 Means of Egress is adopted in its entirety as amended by SFM.

Chapter 11

Construction Requirements for Existing Buildings

Chapter 11 Construction Requirements for Existing Buildings. Adopt only those sections and subsections adopted by SFM.

Chapter 12
Energy Systems

Chapter 12 Energy Systems is adopted in its entirety as amended by SFM.

Chapter 20
Aviation Facilities

Chapter 20 Aviation Facilities is adopted in its entirety.

Chapter 21
Dry Cleaning

Chapter 21 Dry Cleaning is adopted in its entirety as amended by SFM.

Chapter 22
Combustible Dust-Producing Operations

Chapter 22 Combustible Dust-Producing Operations is adopted in its entirety as amended by SFM.

Chapter 23
Motor Fuel-Dispensing Facilities and Repair Garages

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages is adopted in its entirety as amended by SFM.

Chapter 24
Flammable Finishes

Chapter 24 Flammable Finishes is adopted in its entirety as amended by SFM.

Chapter 25
Fruit and Crop Ripening

Chapter 25 Fruit and Crop Ripening is not adopted.

Chapter 26
Fumigation and Insecticidal Fogging

Chapter 26 Fumigation and Insecticidal Fogging is not adopted.

Chapter 27
Semiconductor Fabrication Facilities

Chapter 27 Semiconductor Fabrication Facilities is adopted in its entirety.

Chapter 28

Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities

Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities is adopted in its entirety with the following amendments:

Section 2801.2 Permit is hereby revised as follows:

> **2801.2 Permit**. Permits shall be required as set forth in Section 105.6 *and 105.6.29*.

Section 2808.2 Storage site is hereby revised as follows:

> **2808.2 Storage site**. Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned, *and approval obtained from the fire code official* before transferring ~~wood~~ products to the site.

Section 2808.3 Size of piles is hereby revised as follows:

> **2808.3 Size of piles**. Piles shall not exceed ~~25~~ *15* feet in height, ~~150~~ *50* feet in width and ~~250~~ *100* feet in length.

Exception: The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.
2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified, and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

Section 2808.4 Pile Separation is hereby revised as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by ~~approved fire apparatus access roads~~ *a minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.*

Section 2808.7 Pile fire protection is hereby revised as follows:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. *Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.*

Section 2808.9 Material-handling equipment is hereby revised as follows:

2808.9 Material-handling equipment. *All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester.* Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is hereby added as follows:

2808.11 Temperature control. *The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.*

Section 2808.11.1 Pile temperature control is hereby added as follows:

2808.11.1 Pile temperature control. *Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.*

Section 2808.11.2 New material temperature control is hereby added as follows:

2808.11.2 New material temperature control. *New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.*

Section 2808.12 Water availability is hereby added as follows:

2808.12 Water Availability. *Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2-hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).*

Section 2808.13 Tipping area is hereby added as follows:

2808.13 Tipping areas *shall comply with the following:*

1. *Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.*
2. *Material within a tipping area shall not exceed 5 feet in height at any time.*
3. *Tipping areas shall be separated from all piles by a 20-foot-wide fire access lane.*
4. *A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.*
5. *All material within a tipping area shall be processed within 5 days of receipt.*

Section 2808.14 Emergency Contact is hereby added as follows:

2808.14 Emergency Contact*. The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.*

Section 2808.15 Maximum Grid of Piles and Rows is hereby added as follows:

2808.15 Maximum Grid of Piles and Rows, *Rows of Piles shall not exceed 500 feet by 500 feet. Grids shall be separated by a minimum 50 foot clear space used for no other purpose.*

2808.16 Push-out / Clear area is hereby added as follows:

2808.16 Push-out / Clear area *Piles exceeding 20 cubic yards shall be provided with push-out areas. Push-out areas shall be maintained clear at all times to allow for the largest pile to be spread out to a depth of 2 feet in height. Push-out areas shall be located within 250 feet of all edges of any pile and shall be located a*

minimum of 20 feet from any building.

Chapter 29
Manufacture of Organic Coatings

Chapter 29 Manufacture of Organic Coatings is adopted in its entirety.

Chapter 30
Industrial Ovens

Chapter 30 Industrial Ovens is adopted in its entirety.

Chapter 31
Tents, Temporary Special Event Structures and Other Membrane Structures

Chapter 31 Temporary Special Event Structures and Other Membrane Structures is adopted in its entirety as amended by SFM.

Chapter 32
High-Piled Combustible Storage

Chapter 32 High-Piled Combustible Storage is adopted in its entirety as amended by SFM.

Chapter 33
Fire Safety During Construction and Demolition

Chapter 33 Fire Safety During Construction and Demolition is adopted in its entirety.

Chapter 34
Tire Rebuilding and Tire Storage

Chapter 34 Tire Rebuilding and Tire Storage is adopted in its entirety as amended by SFM.

Chapter 35
Welding and Other Hot Work

Chapter 35 Welding and Other Hot Work is adopted in its entirety.

Chapter 36
Marinas

Chapter 36 Marinas is adopted in its entirety.

Chapter 37
Combustible Fibers

Chapter 37 Combustible Fibers is adopted in its entirety.

Chapter 39
Processing and Extraction Facilities

Chapter 39 Processing and Extraction Facilities is adopted in its entirety.

Chapter 40
Storage of Distilled Spirits and Wines

Chapter 40 Storage of Distilled Spirits and Wines is adopted in its entirety

Chapter 48
Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations

Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations is adopted in its entirety.

Chapter 49
Requirements for Wildland-Urban Interface Fire Areas

Chapter 49 Requirements for Wildland-Urban Interface Fire Areas is adopted in its entirety with the following amendment:

Section 4903.3 Fuel Modification Plans is hereby added as follows:

4903.3 Fuel Modification Plans. *Fuel modification plans shall be reviewed and approved by OCFA for all new buildings to be built or installed in a wildfire risk area. Plans shall meet the criteria set forth in OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."*

~~**Section 4906.3 Requirements** is hereby revised as follows:~~

~~**4906.3 Requirements.** Hazardous vegetation and fuels around all applicable buildings and structure shall be maintained in accordance with the following laws and regulations:~~

1. ~~Public Resources Code, Section 4291.~~
2. ~~California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation "General Guideline to Create Defensible Space").~~
3. ~~California Government Code, Section 51182.~~
4. ~~California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.~~
5. ~~*OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."*~~

~~***4908 Fuel Modification Requirements for New Construction.*** *All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:*~~

~~1. *Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.*~~

~~2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.~~

~~3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."~~

~~1.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.~~

~~4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.~~

~~5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.~~

Chapter 50
Hazardous Materials – General Provisions

Chapter 50 Hazardous Materials – General Provisions is adopted in its entirety as amended by SFM with the following amendments.

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS), is hereby revised as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall include ~~an HMIS, such as the Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III, Tier II Report or other approved statement.~~ *Orange County Fire Authority's Chemical Classification Guideline, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises.*

Section 5003.1.1.1 Extremely Hazardous Substances is hereby added as follows:

5003.1.1.1 Extremely Hazardous Substances. *No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.*

Chapter 51
Aerosols

Chapter 51 Aerosols is adopted in its entirety.

Chapter 53
Compressed Gases

Chapter 53 Compressed Gases is adopted in its entirety.

Chapter 54
Corrosive Materials

Chapter 54 Corrosive materials is adopted in its entirety as amended by SFM.

Chapter 55
Cryogenic Fluids

Chapter 55 Cryogenic Fluids is adopted in its entirety.

Chapter 56
Explosives and Fireworks

Chapter 56 Explosives and Fireworks is adopted in its entirety as amended by SFM with the following amendments:

Section 5608.2 Firing is hereby added as follows:

5608.2 Firing. *All fireworks display, regardless of mortar, device, or shell size, shall be electrically fired.*

Section 5608.3 Application for Permit is hereby added as follows:

Section 5608.3 Application for Permit. *A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.*

Chapter 57
Flammable and Combustible Liquids

Chapter 57 Flammable and Combustible Liquids. Adopt Chapter 57, as adopted and amended by SFM ~~*and with the following amendment:*~~

~~***Section 5701.1.1 On-Demand Mobile fueling*** *is added as follows:*~~

~~***Section 5701.1.1 Mobile fueling.*** *On-demand mobile fueling of Class I, II, and III liquids into the fuel tanks of vehicles is prohibited.*~~

Chapter 58
Flammable Gases and Flammable Cryogenic Fluids

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids. Adopt Chapter 58, ~~*with the exception of Section 5809*~~, in its entirety as amended by SFM ~~*and with the following amendment:*~~

~~**ection 5801.1 Scope** is revised as follows:~~

~~Section 5801.1 Scope.~~ ~~The storage and use of flammable gases and flammable cryogenic fluids shall be in accordance with this chapter, NFPA 2 and NFPA 55. Compressed gases shall also comply with Chapter 53 and cryogenic fluids shall also comply with Chapter 55. Flammable cryogenic fluids shall comply with Section 5806. Hydrogen motor fuel-dispensing stations and repair garages and their associated above-ground hydrogen storage systems shall also be designed, constructed and maintained in accordance with Chapter 23. Mobile fueling of hydrogen-fueled vehicles shall comply with Section 5809.~~ ~~*Mobile fueling of gaseous and liquid hydrogen, compressed natural gas (CNG), and liquefied natural gas (LNG) into the fuel tanks of vehicles is prohibited.*~~

~~Exceptions:~~

1. ~~Gases used as refrigerants in refrigeration systems (see Section 605).~~
2. ~~Liquefied petroleum gases and natural gases regulated by Chapter 61.~~
3. ~~Fuel-gas systems and appliances regulated under the California Mechanical Code and the California Plumbing Code other than gaseous hydrogen systems and appliances.~~
4. ~~Pyrophoric gases in accordance with Chapter 64.~~

Chapter 59
Flammable Solids

Chapter 59 Flammable Solids is adopted in its entirety ..

Chapter 60
Highly Toxic and Toxic Materials

Chapter 60 Highly Toxic and Toxic Materials is adopted in its entirety.

Chapter 61
Liquefied Petroleum Gases

Chapter 61 Liquefied Petroleum Gases is adopted in its entirety.

Chapter 62
Organic Peroxides

Chapter 62 Organic Peroxides is adopted in its entirety.

Chapter 63
Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids

Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids is adopted in its entirety.

Chapter 64
Pyrophoric Materials

Chapter 64 Pyrophoric Materials is adopted in its entirety.

Chapter 65
Pyroxylin (Cellulose Nitrate) Plastics

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics is adopted in its entirety.

Chapter 66
Unstable (Reactive) Materials

Chapter 66 Unstable (Reactive) Materials is adopted in its entirety.

Chapter 67
Water-Reactive Solids and Liquids

Chapter 67 Water-Reactive Solids and Liquids is adopted in its entirety.

Chapter 80
Referenced Standards

Chapter 80 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, ~~2016~~ *2025* Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 16.12.3.3 is hereby revised as follows:

> **16.12.3.3** Fire department connections *(FDC)* shall be of an approved type. *The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.*

Section 9.4.3.1 is hereby revised as follows:

> **9.4.3.1** *When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.* Sprinklers in light hazard occupancies shall be one of the following:
>
> (1) Quick-response type as defined in 3.6.4.8
> (2) Residential sprinklers in accordance with the requirements of 8.4.5
> (3) Quick response CMSA sprinklers
> (4) ESFR sprinklers
> (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers

(6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 9.2.1.7 is hereby revised as follows:

9.2.1.7 Concealed spaces filled with noncombustible insulation shall not require sprinkler protection *when approved by fire code official.*

Section 19.1.1 is hereby added as follows:

~~***19.1.1** When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.*~~

Section 19.1.4.1 ~~is hereby added as follows:~~

19.1.4.1 ~~*The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:*~~

~~*1. Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;*~~

~~*2. Use a maximum of 40 psi, if available;*~~

NFPA 13D ~~2016~~ *2025* Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by *a central station, proprietary, or remote station alarm service.* ~~one of the following methods:~~

~~(1) Central station, proprietary, or remote station alarm service.~~
~~(2) Local alarm service that causes the sounding of an audible signal at a constantly attended location.~~
~~(3) Valves that are locked open~~.

NFPA 14, ~~2016~~ *2025* Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby is deleted in its entirety.

~~**7.3.1.1** Hose connections and hose stations shall be unobstructed and shall be located not less than 3 ft (0.9 m) or more than 5 ft (1.5 m) above the floor.~~

NFPA 24, ~~2016~~ *2025* Edition, Standard for the Installation of Private Fire Service Mains and

Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

6.2.8.1 *All indicating valves controlling fire suppression water supplies shall be painted OSHA red.*

Exceptions:

1. *Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.*
2. *Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.*

Section 6.2.9 is hereby amended as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

1. A post indicator valve installed not less than 40 ft (12 m) from the building

   (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.

(2) A wall post indicator valve

(3) An indicating valve in a pit, installed in accordance with Section 6.4

(4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building

   (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.

(5) ~~A nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T-wrench, located not less than 40 ft (12 m) from the building~~

   ~~(a) For buildings less than 40 ft (12 m) in height, a nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T wrench, shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the non-indicating valve.~~

(6*5*) Control valves installed in a fire-rated room accessible from the exterior

(~~7~~*6*) Control valves in a fire-rated stair enclosure accessible from the exterior

Section 10.1.5 is hereby added as follows:

10.1.5 *All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2-inch-wide tape approved for underground use. Galvanizing does not meet the requirements of this section.*

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is hereby revised as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is hereby added as follows:

10.4.1.1.1 *All bolts used in pipe-joint assembly shall be 316 stainless steel.*

Section 10.4.3.2 is hereby deleted and replaced as follows:

10.4.3.2 ~~Where approved, private fire service mains supplying systems within the building shall be permitted to extend more than 10 ft. under the building when all of the requirements of 10.4.3.2.1 through 10.4.3.2.4 are met.~~ *Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.*

Appendices

Appendix A is deleted in its entirety.

Appendix B is adopted in its entirety.

Appendix BB is adopted in its entirety.

Appendix C is adopted in its entirety.

Appendix CC is adopted in its entirety.

Appendix D is deleted in its entirety.

Appendix E is deleted in its entirety.

Appendix F is deleted in its entirety.

Appendix G is deleted in its entirety.

Appendix H is in its entirety.

Appendix I is deleted in its entirety.

Appendix J is deleted in its entirety.

Appendix K is deleted in its entirety.

Appendix L is deleted in its entirety.

Appendix M is deleted in its entirety.

Appendix N is deleted in its entirety.

Appendix O is deleted in its entirety."

SECTION 4: The City Council finds and determines that the adoption of this Ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b) (3) [14 C.C.R. § 15061(b)(3)] which sets forth the rule that "CEQA" applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 5: Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held out to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of La Palma hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsection, sentence clause, phrases or portions be declared valid or unconstitutionally.

SECTION 6. All Actions Regularly Taken. All required proceedings and considerations precedent to the adoption of this Ordinance have been regularly taken in accordance with applicable law.

SECTION 7: Effectiveness, Publication. The City Clerk is authorized and directed to publish this Ordinance or a summary thereof in the manner provided by law and in accordance with procedures normally taken.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of La Palma held on the 4th day of November 2025.

Mark Waldman
Mayor

ATTEST:

Norma Alley
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS.
CITY OF LA PALMA)

I, NORMA ALLEY, City Clerk of the City of La Palma, California, DO HEREBY CERTIFY that the foregoing Ordinance was adopted by the City Council of said City at a regular meeting of said City Council held on the 4th day of November 2025, and that it was so adopted by called vote as follows:

AYES:

NOES:

_____
Norma Alley
City Clerk

RESOLUTION NO. 2025- ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PALMA, CALIFORNIA SETTING FORTH FINDINGS FOR REQUIRED AMENDMENTS TO THE 2025 EDITION OF THE CALIFORNIA FIRE CODE RELATIVE TO LOCAL CLIMATIC, TOPOGRAPHIC, AND GEOLOGIC CONDITIONS

WHEREAS, Public Resources Code Section 4117 independently authorizes cities to enact local fire protection ordinances which "may be more restrictive than state statutes in order to meet local fire hazard conditions;" and,

WHEREAS, Health and Safety Code Section 18941.5 provides that cities retain the police power under the California Constitution to enact more stringent building standards which cities find reasonably necessary due to local conditions; and,

WHEREAS, Health and Safety Code Section 17958 provides that the City of La Palma ("City") shall adopt ordinances and regulations imposing the same or modified or changed requirements as are contained in the regulations adopted by the State pursuant to Health and Safety Code Section 17922; and,

WHEREAS, the State of California has mandated by Health and Safety Code Section 17922 that cities impose the same requirements as are contained in the most recent edition of the California Fire Code; and,

WHEREAS, Health and Safety Code Section 17958.5(a) permits the City to make modifications or changes to the California Fire Code, which are reasonably necessary because of local climatic, geologic, or topographic conditions; and,

WHEREAS, Health and Safety Code Section 17958.7 requires that the City Council, before making any modifications or changes to the California Fire Code, shall make an express finding that such changes or modifications are reasonably necessary because of local climatic, geologic, or topographic conditions; and,

WHEREAS, the Orange County Fire Authority (OCFA) has recommended that changes and modifications be made to the 2025 California Fire Code and that said changes and modifications to the 2025 California Fire Code are reasonably necessary to safeguard life and property due to local conditions in the City of La Palma, or are of an administrative or procedural nature, or concern themselves with subjects not covered by the Code and therefore need not be supported by such findings; and,

WHEREAS, said changes have been prepared in a draft Ordinance attached hereto as "**EXHIBIT A**" and incorporated herein by reference, amending Chapter 16 of the La Palma Municipal Code; and,

WHEREAS, the Community Development Department concurs with the recommended changes and modifications to the California Fire Code and has advised that certain of said changes and modifications to the California Fire Code are reasonably necessary due to local conditions in the City of La Palma and has further advised that the remainder of said changes

and modifications are of an administrative or procedural nature, or concern themselves with subjects not covered by the Code or are reasonably necessary to safeguard life and property within the City of La Palma.

WHEREAS, all of the changes and notifications are substantially equivalent to changes or Modifications that were previously filed by the city and were in effect as of September 30,2025. No new technical amendments are added at this time.

NOW, THEREFORE, the City Council of the City of La Palma hereby resolves as follows:

SECTION 1. Amendments related to life and fire safety contained in the 2025 Edition of the California Fire Code as recommended by the Orange County Fire Authority are hereby found to be reasonably necessary due to the following local conditions:

I. Climatic Conditions

A. Orange County is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, streetlights and utility poles will greatly impact the response time to reach an incident scene.

B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County Fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.

C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features.

D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

II. Topographical conditions

A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change caused by the hills creates the geological foundation on which communities with Orange County is built and will continue to build.

With much of the populated flatlands already built upon, future growth will occur on steeper slopes and with greater constraints in terrain.

B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.

C. These topographical conditions combine to create a situation that places fire department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), “unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe.”

B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design, accompanied by occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5-minute goal.

C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes are in contact with soils.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zones described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) resources available for a given structure. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

2025 California Fire Code
Amendment Findings Legend

CODE SECTION	TITLE (Clarification)	FINDINGS
112.4	Violation penalties	Administrative
113.4	Infraction & Misdemeanor	Administrative
202	General definitions	Administrative
304.1.3	OCFA Vegetation Management	I
305.6	Hazardous conditions	I & II
305.7	Disposal of rubbish	I & II
307	Open burning, recreational fires, fire pits, fire rings, and outdoor fireplaces	Administrative
307.6	Fire Pits, Fire Rings, & Outdoor Fireplaces	Administrative
307.6.1	Gas-fueled devices	I & II
307.6.2	Devices using wood or fuels other than natural gas or LPG	I & II
307.6.2.1	Where prohibited	I & II
308.1.6.3	Sky lanterns	I & III
324	Fuel modification requirements for new construction	I
325	Clearance of brush or vegetation growth from roadways	I
326	Unusual circumstances	Administrative
327	Use of equipment	I
327.1	Use of equipment and devices generating heat, sparks or open flames	I
324.2	Spark arresters	I
407.5	Hazardous material inventory statement	I & II
501.1	Scope	Administrative, I, II & III
510.1	Emergency responder radio coverage	Administrative
903.2	Where required (Sprinklers)	I, II & III
903.2.8	Group R (Sprinklers)	I, II & III
903.3.5.3	Hydraulically calculated systems	I & II
2801.2	Permit	Administrative
2808.2	Storage site	Administrative
2808.3	Size of piles	I
2808.4	Pile separation	I
2808.7	Pile fire protection	I
2808.9	Material-handling equipment	I

2808.11	Temperature control	I
2808.11.1	Pile temperature control	I
2808.11.2	New material temperature control	I
2808.12	Water availability for piles	I
2808.13	Tipping area	I
2808.14	Emergency contact information	Administrative

The aforementioned amendments have been incorporated in detail in Ordinance No. 2025-___adopting the 2025 Edition of the California Fire Code.

SECTION 3. Additional amendments have been made to the administrative provisions of the 2025 Edition of the California Fire Code, on the recommendation of the Orange County Fire Authority, such amendments are hereby found to be either administrative or procedural in nature and therefore are not required under applicable law to be supported by findings.

SECTION 4. A copy of this Resolution together with the Ordinance adopting the 2025 Edition of the California Fire Code and all City amendments thereto shall be filed with the California Building Standards Commission.

SECTION 5. If any provision, clause, word, sentence, or phrase in this Resolution is for any reason held invalid, unconstitutional, or otherwise unlawful, such holding shall not affect the other provisions, clauses, words, sentences, phrases, or applications of the provisions of this Resolution which can be given effect without the unconstitutional, invalid, or unlawful provision, clause, word, sentence, phrase, or application. To this end the provisions of this Resolution are hereby declared to be severable, and the City Council declares that it would have adopted each provision, clause, word, sentence, or phrase of this Resolution irrespective of the fact that any one or more clauses, words, sentences, phrases, or applications thereof be declared unconstitutional, invalid, or otherwise unlawful.

SECTION 6. The City Clerk shall certify to the passage of this Resolution which shall be published and shall take effect as provided by law.

APPROVED AND ADOPTED by the City Council of the City of La Palma at a regular meeting held on the 7th day of October 2025.

_____
Mark I. Waldman
Mayor

ATTEST:

_____
Norma I. Alley, MMC
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS.
CITY OF LA PALMA)

I, NORMA ALLEY, City Clerk of the City of La Palma, California, DO HEREBY CERTIFY that the foregoing resolution was adopted by the City Council of said City at a regular meeting of said City Council held on the 4th day of November 2025, and that it was so adopted by called vote as follows:

AYES:

NOES:

_____
Norma I. Alley, MMC
City Clerk/Executive Assistant

City of La Palma

Agenda Item No. 10

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Joseph Cisneros, Deputy City Manager
AGENDA TITLE:	Consideration of Adopting New Fee Schedules

RECOMMENDED ACTION:

It is recommended that the City Council take the following action:

1. Open Public Hearing;
2. Receive Staff Report;
3. Receive Public Input;
4. Close Public Hearing;
5. Council Comments and Questions;
6. Adopt a Resolution Approving and Adopting the User Fee Schedule (Attachment 1).

BACKGROUND:

As part of the City Council's Goal #4—"Create and maintain City assets, infrastructure, and neighborhoods to demonstrate municipal pride of ownership"—the City contracted with Revenue & Cost Specialists, LLC (RCS) in November 2024 to complete a User Fee Cost Allocation Plan and a Comprehensive Citywide Fee Study.

The most recent User Fee Cost Allocation Plan and Comprehensive Citywide Fee Study was completed by RCS in 2022, with minor updates adopted during the subsequent annual budget adoption hearings. The last update occurred in July 2024 with the FY24/25 Budget.

In August 2025, the City, in collaboration with RCS, finalized the study. Staff is now presenting the results for the Council's consideration and recommended adoption.

RCS's CAP and Fee Study is based on the City of La Palma's FY 25/26 Adopted Budget, staffing information, and latest fee schedule. Since 2022, there have been many changes in La Palma; differences in the economy, City staffing levels, City procedures, and regulations. These changes have all had an effect on the cost of providing services to the public.

Due to these changes, staff felt it was prudent to hire a consultant to perform a full fee study to accurately capture and reflect the costs to provide services today and to better understand the impact of full cost recovery.

Some of the types of services for which reasonable fees are allowable are:

- A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
- A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
- A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.

ANALYSIS:

La Palma's current fee study began January 2025, with a series of focused meetings going into the details of every user fee. All the data was reviewed multiple times by City staff and the consultant to ensure confidence. This fee study addressed all departments, providing development services, public works, public safety, community services, and administration. This study also produced a Cost Allocation Plan (CAP), which calculated the General Fund overhead costs. Overhead costs provide the vital glue that holds an organization together operationally and provide important coordinating capabilities. They also provide the day-to-day support services and facilities required for the organization to function effectively.

During the process, the City had an opportunity to add new fees for services which the City has already been providing at no charge. The study also recommended removal of fees which are no longer valid, and modifying some user fee structures to improve City services. The comprehensive approach includes a review of City fees and their legal feasibility, a discussion of fee invoicing and collections, and a conversation regarding user fee trends and market demands. (See Attachment 1)

Some fees have historically been heavily subsidized by the City. Specifically, youth programs and Community Center facility rentals (e.g. Tiny Tots Program and Community Center Room Rentals). The Council has consistently expressed the desire to keep these fees affordable to the average family, resulting in a benefit to the entire community. Staff has acknowledged Council's desire by recommending a subsidized percentage of the proposed fees consistent with prior years' subsidies.

The majority of the development fees proposed reflect and are being recommended at full cost recovery. If the payor that benefits from the development service pays the full cost of that service, then general tax dollars do not need to be used to support that service. Instead, those tax dollars can be used for the benefit of the broader community, and are therefore more equitable. Furthermore, the subsidization of development service fees directly benefits the payor, with the subsidy being borne by the community who receive no direct benefit from the payor's development. Recovering the full cost of the service also allows the City to deliver the development services more efficiently as it helps to provide the funding for the staffing needs of the department.

Other fees are limited by State law (e.g. Notary Charge, Returned Check, Subpoena, etc.). Those cost recovery fees will remain at a constant level unless they are updated by the State.

The remaining fees, which are neither managed by the State nor fall into the categories already discussed, were adjusted to reflect the actual changes in the costs of providing those services.

The community, as a whole, benefit from General Fund subsidies for certain fees as discussed above,

and it is not in the best interest of the community to charge full cost recovery in all cases. RCS estimates that by implementing the recommended fees, the City of La Palma would increase cost recovery by approximately $89,800 on an annual basis (see table 1).

Table 1: Estimated New Revenue

	SERVICE GROUP	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PERCENT RECOVERY FROM FEES ACTUAL	PERCENT RECOVERY FROM FEES SUGGEST	POSSIBLE NEW REVENUE
[S-050 to S-220]	DEVELOPMENT SERVICES	$567,093	$649,492	($82,399)	87.3%	VAR.	$18,300
[S-222 to S-262]	PUBLIC WORKS	$68,768	$59,526	$9,242	115.5%	VAR.	($8,400)
[S-307 to S-379]	PUBLIC SAFETY	$13,224	$12,947	$277	102.1%	VAR.	($200)
[S-405 to S-440]	COMMUNITY SERVICES	$0	$0	$0	0.0%	VAR.	$0
[S-511 to S-562]	ADMINISTRATION	$7,111	$37,206	($30,095)	19.1%	VAR.	$24,000
[S-610 to S-620]	GENERAL FUND OVERHEAD	$782,900	$839,064	($56,164)	93.3%	VAR.	$56,100
	ALL FEE SERVICES	$1,439,096	$1,598,235	($159,139)	90.0%		$89,800

If the recommendations are adopted, then a significant amount of added revenues will be available to the City, which would provide taxpayer equity. Most of these new revenues will be from fee increases to replace tax monies used to make up the difference between fees collected and costs incurred in providing the services, which will then be available for those services which can only be funded from taxes.

Thus, additional monies could be made available for police services, infrastructure maintenance, and other City services which are not generally conducive to service charges, thereby achieving much closer equity between benefits and associated payments. If approved, the new fees would become effective January 1, 2026.

NOTIFICATION:

As required by City Code Section 44-518, a Public Hearing notice of this item was posted at three (3) public locations: City Hall, the Library, and Community Center/Central Park. Pursuant to Government Code Section 6062(a) and 66018, a Public Hearing Notice was published at least 14 days before the Hearing in the September 17, 2025, editions of the News Enterprise.

FISCAL IMPACT:

Upon adoption of RCS's Cost Allocation Plan and User Fee Study report recommendations, the estimated additional annually revenue is $89,800 (see table 1). These estimates assume future activity mirrors past activity levels.

ATTACHMENTS:

1. RCS La Palma Fee Study Report
2. Fee Schedule Comparison
3. Resolution

Cost of Services Update Study for the City of La Palma

August 2025

Prepared by:
Revenue & Cost Specialists, LLC
1519 E Chapman Ave, Ste C
Fullerton, CA 92831
www.revenuecost.com

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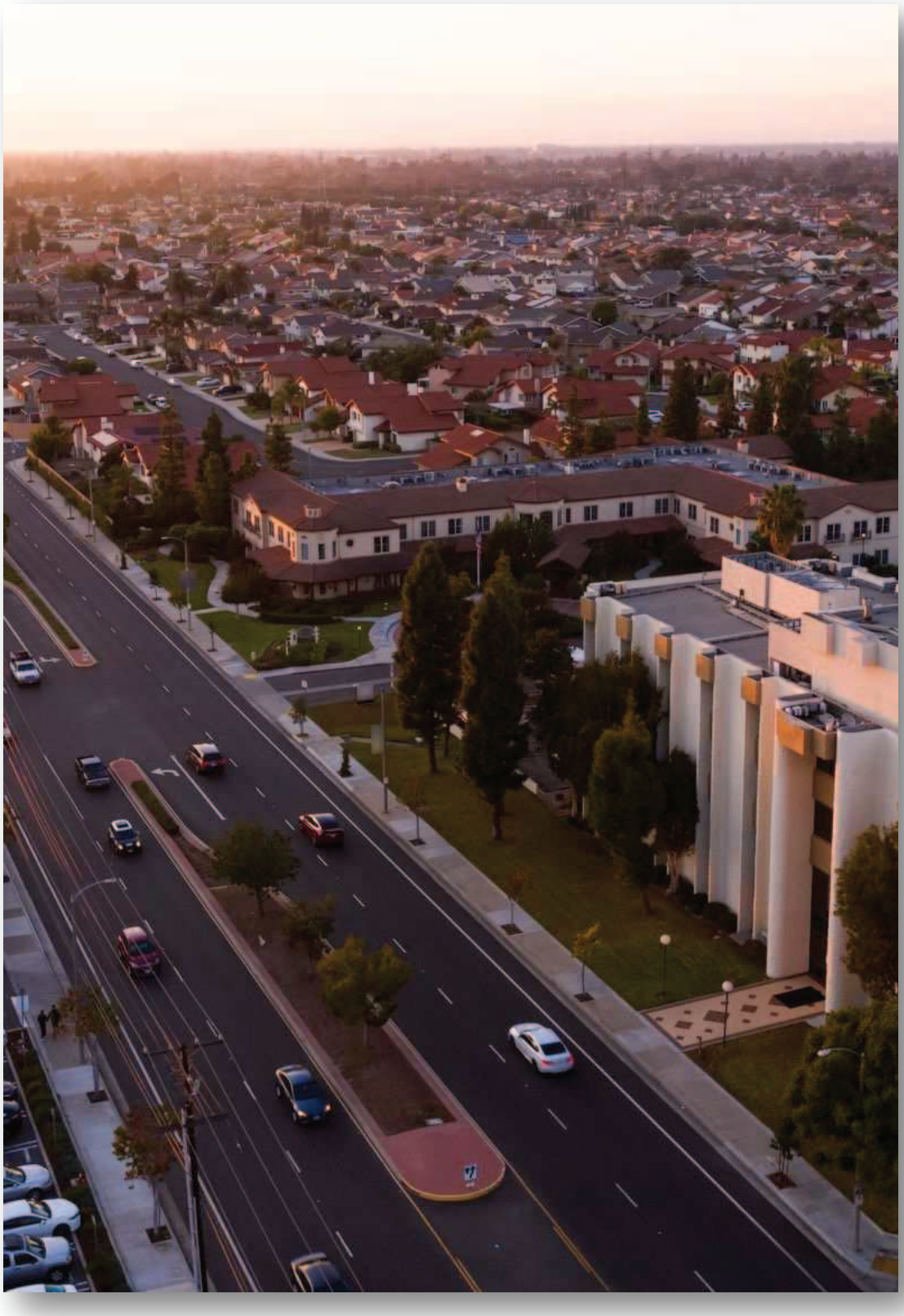

August 10, 2025

Joseph Cisneros, Deputy City Manager
City of La Palma
7822 Walker Street
La Palma, CA 90623

Dear Joseph,

This letter transmits the Cost of Services Update Study that RCS has prepared for the City. This report reviews the City's service costs and offers suggestions for fee changes, either to comply with State Law or to recover the City's costs.

RCS has also prepared a final Total Cost - Cost Allocation Plan that has been delivered to the City under separate cover.

RCS has appreciated the assistance of City staff in providing the information for the two reports.
.

Respectfully submitted,

RICK KERMER
Partner

ERIC JOHNSON
President

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*If all the recommendations and suggestions made in this Report are adopted, the City of La Palma would increase cost recovery by **$89,800** on an annual basis*

EXECUTIVE SUMMARY

Revenue & Cost Specialists (RCS) is pleased to present the City of La Palma with this Cost of Services Update Study. The last comprehensive study was performed by RCS in 2022, and the City has adjusted user fees based on consumer price index and other factors since then. This study was based on the City of La Palma's adopted FY 2025/26 budget and staffing information and the latest fee schedule available to the public.

Fiscal Impact

If all the recommendations and suggestions made in this study are adopted, the City of La Palma would increase cost recovery by $89,800 on an annual basis. Since the City annually increased fees since the last report, this report shows that the City of La Palma fairly accurately increased fees. Therefore, the goal of this report was to tweak the fees where the factor used by the City did not generate a correct current fee or where there were changes to the service cost proposed by staff.

Possible New Revenues from Fee Increases – City of La Palma

SERVICE GROUP	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PERCENT RECOVERY FROM FEES ACTUAL	PERCENT RECOVERY FROM FEES SUGGEST	POSSIBLE NEW REVENUE
[S-050 to S-220] DEVELOPMENT SERVICES	$567,093	$649,492	($82,399)	87.3%	VAR.	**$18,300**
[S-222 to S-262] PUBLIC WORKS	$68,768	$59,526	$9,242	115.5%	VAR.	**($8,400)**
[S-307 to S-379] PUBLIC SAFETY	$13,224	$12,947	$277	102.1%	VAR.	**($200)**
[S-405 to S-440] COMMUNITY SERVICES	$0	$0	$0	0.0%	VAR.	**$0**
[S-511 to S-562] ADMINISTRATION	$7,111	$37,206	($30,095)	19.1%	VAR.	**$24,000**
[S-610 to S-620] GENERAL FUND OVERHEAD	$782,900	$839,064	($56,164)	93.3%	VAR.	**$56,100**
ALL FEE SERVICES	$1,439,096	$1,598,235	($159,139)	90.0%		**$89,800**

While RCS calculates a $159,139 subsidy from all the fee related services, we conservatively estimate only $89,800 in possible new revenues.

Update Approach

La Palma's fee study kicked off in April 2024, followed by a series of focused meetings going into the details of every user fee. Because of the significant organizational changes towards the end of 2024, the Report which was originally based on Fiscal Year 2024-2025, was updated to the Fiscal Year 2025-2026 budget that reflected the changes. Without this pivot by RCS, the City would have received a Report that was already out-of-date.

RCS' Cost of Services Update Study did more than calculate the full cost of all city services. This process also gave the City an opportunity to lower the fee for existing services where staff indicated a "minor" fee service that required less staff time could make the fee less expensive for the user.

Chapter Topics

The remaining Chapters of this study address the following topics:

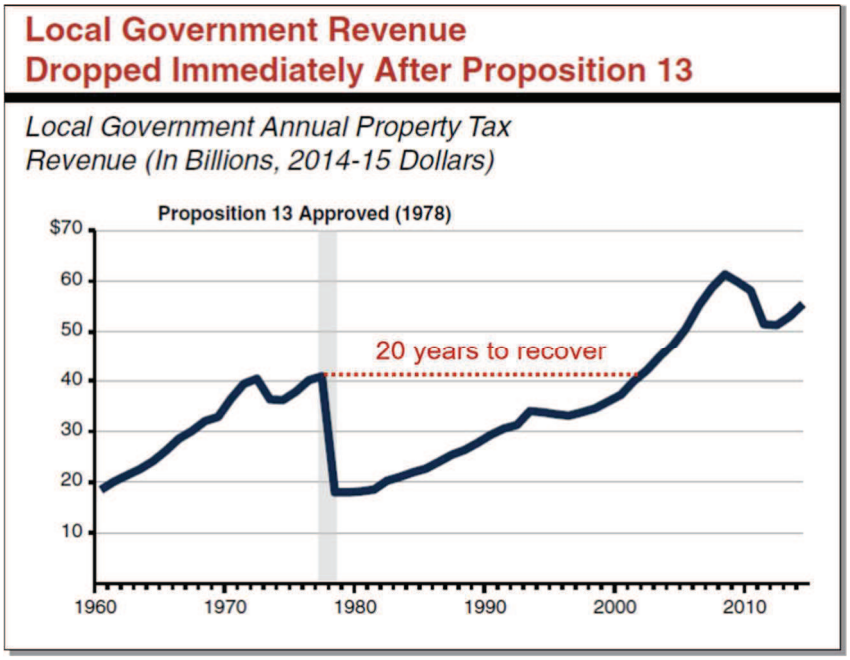
I. Background of Study
II. Calculating the Full Costs
III. Cost Recovery Recommendations

If you are familiar with the costing process, it is recommended that you go directly to Chapter III.

CHAPTER I – BACKGROUND OF STUDY

Impact of Propositions 13, 4, 218 and 26

Proposition 13 passed by California voters in 1978, forever changing city budgets. Prior to 1978, cities and counties balanced their budgets with a property tax formula. The property tax which property owners paid could increase dramatically year over year, creating hardship for those with fixed incomes. Proposition 13 capped property tax rates at 1%, with annual inflation increase no more than 2%. The passage of Proposition 13 immediately reduced property tax payments from homes, businesses and farms by 57%.



Common Claims About Proposition 13 (2016) – Legislative Analyst's Office

The following year, Proposition 4 was passed primarily to clean up language related to taxes and appropriations limits after the wake of Proposition 13. However, there is one phrase in section 8(c) of the proposition text which better defines user charges and user fees.

> *"Proceeds of taxes" shall include, but not be restricted to, all tax revenues and the proceeds to an entity of government, from (1) regulatory licenses, user charges, and user fees to the extent that those proceeds exceed the costs reasonably borne by that entity in providing the regulation, product, or service…"*

Restated, any proceeds from user charges and user fees which exceed the "*costs reasonably borne*" are considered taxes. The legal ability for government agencies to charge fees in California in the

wake of all of the changes wrought by Proposition 13 comes out of that little phrase. The importance, and the deeper meaning, is detailed in this section of the author's intent documents:

> *"The phrase 'costs reasonably borne by such entity in providing the regulation, product, or service' is intended to incorporate all appropriations by an entity for reasonable costs appropriate for the continuation of service over time. This includes ongoing expenses such as operation costs and a reasonable allocation for overhead and administration, but it also includes responsible allocations for capital replacement, expansion of services, and repayment of related bond issuances would be considered 'costs reasonably borne'."*

Then, Proposition 218, passed in 1996 and becoming Articles XIIIC & D, further restricting municipal utility rates charged on property owners. Prop 13, 4 and 218 have had, and will continue to have, a profound effect on California governments.

But it was left to the passage of Proposition 26, passed in 2010, to codify many of the fee setting practices of the previous 30 years. Article XIII C of the State Constitution was amended to formally declare that fees are not considered taxes if they do not exceed the reasonable costs of the service. Government Code Section 66014 further defined that statement for development fees.

Some of the types of services for which reasonable fees are allowable are:

- A charge imposed for a specific government benefit, service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.

- A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits plus the administrative enforcement of the regulations.

Article XIII C also provides that a local government agency must demonstrate that the amount of revenue to be generated by a fee is no more than necessary to cover the reasonable costs of the governmental activity supported by the fee, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received from, the governmental activity.

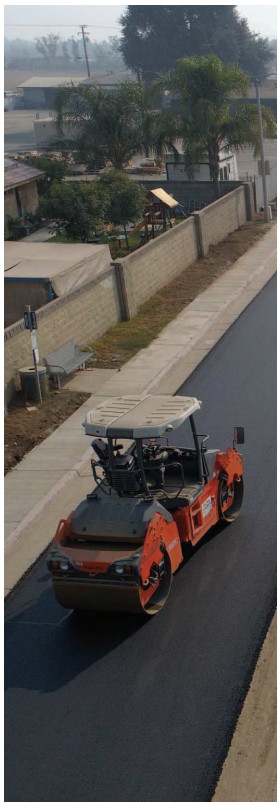
While Proposition 26 was built on the foundations of Propositions 4 and 218, it provided a sharper definition of the reach and limits of service fees, and the courts have looked to it when reviewing fee challenges.

Legal Approach to Cost of Services Study

This report presents the analytical advantages which are used by the City through the institution of a comprehensive system designed by RCS to implement Article XIIIB of the California Constitution.

Systematic and Documented Approach. This analysis was designed to continue providing the City with a systematic and documented approach to understand, control, and recapture the costs which are forced on it by normal service demands, growth and general economic inflation.

Constitutional Methodology. The methodology used for this analysis is the "costs reasonably borne" test established by Section 8(c) of Proposition 4, now Article XIIIB of the California Constitution. In following that process, RCS has analyzed the ways in which City services can continue to be financed more equitably to assure the City's future financial viability.



Full Business Costs Determined. The methodology followed by both the Authors of Proposition 4, and consequently by RCS, determines the full business cost of providing the reported City services. It also identifies the beneficiaries of those services and determines if they are paying in relationship to benefits derived or if they are deserving of a subsidy paid from the taxes paid by all local citizens and businesses. Thus, the City Council will continue to have full knowledge of the costs which are actually occurring.

Financial Integrity Established. This text summarizes the work accomplished and presents recommendations. These recommendations, when implemented, will continue the financial integrity of the analyzed City services.

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CHAPTER II – CALCULATING THE FULL COSTS

For first-time readers, this Chapter summarizes the RCS process. There are three basic steps in the process used to identify and cost out service centers. The first step is to identify the services offered by the City. Next, the service costs are calculated. Finally, the revenue currently received is matched to the cost of providing the service to determine if there is a subsidy from taxes.

Identifying Service Centers

Two techniques were utilized to identify the service centers for which revenue and cost data were gathered and around which the service cost analysis of this Report is built.

Revenue Analysis. The first technique involved gathering revenue information for the past fiscal year, and then updating and revising the budget estimates for the same revenue sources for the fiscal year during which the analysis was performed by RCS. The Budget and financial reports for the current fiscal year were secured and analyzed. Budgeted and received revenues for all fee-supported services were extracted from those reports, where such information was available. RCS has divided services into far smaller "service centers" than the City has traditionally designated.

Service Center Identification. The second technique involved several scheduled meetings with City staff to identify each type of service being provided with or without charge. In a series of meetings held with City staff, department by department, RCS developed a comprehensive list of services, and then allocated staff time to the appropriate services. This service time was refined over the course of these meetings until all available staff time was allocated and represented an accurate allocation.

Resultant Service Centers

"Service Center" Defined. The "service revenue," fee or charge for a service, and the related "service cost" comprise a "service center". Each service center has a unique "Revenue and Cost Summary Worksheet" and a matching "Cost Detail Worksheet", which are found in Appendix B of this Report. These "Service Center Worksheets" are matched to one another on facing pages.

Basis for Cost of Services

The costs determined by RCS for the various service centers are based on the definitions of "costs reasonably borne" as utilized in Article XIIIB (Proposition 4) and as further defined by its Authors in their background documents. The Authors of Proposition 4 intended their full business costing definitions to be used by California governments. Thus, the City can know and control its costs, using those Constitutionally-set business principles and legally set elements and definitions of "costs reasonably borne".

Listing of Detailed Full Business Cost Definitions. Thus, the following are put forward by the Authors as the accepted elements of "costs reasonably borne":

a) Labor costs
b) Employee benefit costs
c) Operational services and supply expenses
d) Overhead expense
e) Administrative costs
f) Start-up costs
g) Future capital expenses
h) Capital replacement expense
i) Costs of expansion of services
j) Repayment of debt

Authors' Background. It is not surprising that the authors used such business definitions and elements of "cost" as quoted herein. They represented several known business organizations:

- The California Taxpayers Association
- The California Chamber of Commerce
- The National Tax Limitation Committee
- The California Association of Realtors

In effect, the pillars of California business and their thinking were represented, and their ideas were adopted overwhelmingly by the electorate of California at referendum. Thus, by definition, the premises of this report process have a California electoral mandate.

Principle Involved. A basic principle involved in this report was the recognition of those full business costs as used and as defined by the authors of the Constitutional amendment.

Types of Costs

The following costs, identified above as part of "costs reasonably borne" by the Authors of Proposition 4, make up the cost detail found on the right-hand page in Appendix B for each service center.

Salaries and Wages. City government is in fact a service industry, and therefore, it is natural that salaries make up the largest single element of cost for most services. In order to allocate the salaries, a percentage or hours distribution of individual employee personal service costs was used.

Employee Fringe Benefits. Since fractional time, to as low as three minutes per unit of service or one-twentieth of a percent of the annual time of an employee has been allocated to service centers, fringe benefit costs also must be fractionalized to carefully and accurately distribute those ancillary personnel costs.

The City finances numerous benefits for its employees, thereby incurring measurable costs for these items, including:

- Retirement and Social Security
- Deferred Compensation
- Group Health Insurance
- Unfunded Retirement & Health Insurance for Retirees
- Medicare Insurance
- State Unemployment Insurance
- Workers Compensation Insurance
- Other Pays

All of these costs are current operating expenses, and the amounts were isolated. Actual costs were determined and reduced to a percentage of salary for each of the positions.

Available Work-Hours. After the individual elements of cost for positions was compiled, the total cost for each position was divided by the number of available work-hours. Available work hours were calculated as the total possible work-hours in a year, 2,080, less the following away-from-work benefit hours:

- Holidays
- Vacations
- Personal Leave
- Sick Leave
- Morning/Afternoon Breaks
- Start Up/Down Time

Maintenance and Operation Costs. All maintenance and operation costs, including non-personnel expenses such as professional services, insurance, operating supplies etc., were derived from the current year Council-approved budget and allocated via percentages or through actual allocation to each of the service centers identified in a department or division.

General and Departmental Overhead Costs. Overhead costs provide the vital glue that holds an organization together operationally and provide important coordinating capabilities. They also provide the day-to-day support services and facilities required for the organization to function effectively. RCS calculated the city's Total Cost - Cost Allocation Plan (CAP) to identify and allocate

these costs to the remainder of the City organization. In the CAP, costs were allocated to end-user departments and divisions by applying an agreed-upon overhead allocation factor. Each factor was related to the work effort of its particular overhead element and was assessed for relevance and reasonableness.

Full Cost Distribution. The purpose of deriving overhead costs is to apportion these amounts to direct service program costs. By adopting this method, the City will be aware of its true costs and be able to emulate business methods. Article XIIIB's (Proposition 4 of 1979) authors intended this, defining as part of "costs reasonably borne" a calculated "reasonable allocation for overhead and administration."

General City Overhead. These services primarily set policy and support other departments without providing a deliverable service to the public. Where they do perform an end-user service, such costs have not been allocated to other departments.

CHAPTER III – COST RECOVERY RECOMMENDATIONS

Overview

The purpose of this Chapter is to present the services which RCS has initially labeled as Personal Choice and to suggest the magnitude of possible cost recovery. The **Schedule of Service Revenues, Costs & Profit/(Subsidy)** on the following pages summarizes the detail for each service. After the Schedule is a discussion of specific services that RCS wishes to highlight.

Explanation of Schedule Columns

The following Schedule has eight columns, explained here:

- Column 1 is the Report Reference Number.
- Column 2 is the title of the service.
- Columns 3, 4 & 5 are the same amounts for revenue, cost and profit (subsidy) found on the left page of the detail service sheets in Appendix B.
- Column 6 is the current percentage of costs recovered from the user fees and charges with the difference being subsidized by taxes.
- Column 7 is the percentage of user fee cost recovery which might be obtainable without tax subsidy. Of course, decisions regarding tax subsidies to a service are a City Council policy decision on how to allocate its tax and general revenues.
- Column 8 contains the estimated amount of revenues which RCS suggests could be raised or reduced.

Special Circumstances

The Schedule also includes footnotes to the right of Column 8 which identify special circumstances for some fees. For a service that is marked (*), the service occurs too seldom to estimate costs. When a service is marked (&), RCS estimates that the demand will decrease with the fee increase. Services marked (1), have their fee restricted by law, and cannot be adjusted for full cost recovery. For services marked (2), any possible fee is limited by the marketplace because it is a Quality-of-Life service and can be avoided by users if the fee is too high. Finally, with services marked (3), it is estimated that the surcharge cannot be raised sufficient to cover the cost.

CITY OF LA PALMA, CALIFORNIA
SCHEDULE OF SERVICE REVENUES, COSTS & PROFIT/SUBSIDY
FISCAL YEAR 2025-26

REF#	SERVICE TITLE	TOTAL REVENUE	TOTAL COST	PROFIT/ (SUBSIDY)	PCT.RECOVERY CURRENT	PCT.RECOVERY SUGGESTED	POSSIBLE NEW REVENUE	
S-050	BUILDING PLAN CHECK & INSPECTION	$295,500	$297,313	($1,813)	99.4%	100.0%	$1,800	
S-055	CONSTRUCTION WASTE MANAGEMENT	$3,675	$4,238	($563)	86.7%	100.0%	$600	
S-068	PRE-APPLICATION CONFERENCE REVIEW	$526	$618	($92)	85.1%	100.0%	$0	*
S-070	SHORT TERM RENTAL PMT (INIT./ANN.)	$8,220	$7,576	$644	108.5%	100.0%	($600)	
S-075	ZONING PLAN CHECK (BASIC)	$8,094	$9,169	($1,075)	88.3%	100.0%	$1,100	
S-077	ZONING PLAN CHECK (COMPLEX)	$18,468	$28,117	($9,649)	65.7%	100.0%	$9,600	
S-101	ARTIFICAL TURF PERMIT	$510	$554	($44)	92.1%	100.0%	$0	
S-102A	TEMPORARY USE PERMIT	$2,202	$2,494	($292)	88.3%	100.0%	$300	
S-102B	TEMPORARY USE PERMIT-OTHER	$684	$775	($91)	88.3%	100.0%	$100	
S-103	ADMIN.REVIEW-OUTDR DISPLAY/SEATING	$4,788	$5,822	($1,034)	82.2%	100.0%	$1,000	
S-104	CONDITIONAL USE PERMIT - MINOR	$3,022	$990	$2,032	305.3%	100.0%	$0	*
S-105	CONDITIONAL USE PERMIT (CUP)	$12,088	$14,441	($2,353)	83.7%	100.0%	$2,400	
S-107	CONDITIONAL USE PERMIT AMENDMENT	$2,109	$2,577	($468)	81.8%	100.0%	$0	*
S-111	MINOR PRECISE PLAN	$5,303	$1,466	$3,837	361.7%	100.0%	$0	*
S-112	PRECISE PLAN (PP)	$10,606	$11,480	($874)	92.4%	100.0%	$900	
S-115	PRECISE PLAN AMENDMENT (PPA)	$11,421	$12,963	($1,542)	88.1%	100.0%	$1,500	
S-126	APPLICANT APPEAL TO CITY COUNCIL	$2,541	$2,955	($414)	86.0%	100.0%	$0	*
S-128	CATEGORICAL EXEMPTION	$11,328	$775	$10,553	1461.7%	100.0%	($10,600)	
S-129	ENVIRONMENTAL ASSESSMENT	$1,400	$2,955	($1,555)	47.4%	100.0%	$0	*
S-131	INITIAL STUDY/NEG.DEC/MITIG.NEG.DEC	$0	$0	$0	NA	100.0%	$0	
S-133	ENVIRONMENTAL IMPACT REPORT REVIEW	$0	$0	$0	NA	100.0%	$0	
S-135	LOT LINE ADJ/LOT SPLIT-MERGE	$2,415	$3,437	($1,022)	70.3%	100.0%	$0	*
S-137	TENTATIVE PARCEL MAP (TPM)	$3,784	$4,987	($1,203)	75.9%	100.0%	$0	*
S-141	TENTATIVE TRACT MAP (TTM)	$5,205	$9,891	($4,686)	52.6%	100.0%	$0	*
S-142	ENTITLEMENT EXTENSION - ADMIN.	$2,363	$517	$1,846	457.1%	100.0%	$0	*
S-143	ENTITLEMENT EXTENSION	$2,363	$2,664	($301)	88.7%	100.0%	$0	*
S-144	FINAL MAP CHECK	$1,959	$2,921	($962)	67.1%	100.0%	$0	*
S-147	GENERAL PLAN AMENDMENT (GPA)	$9,789	$12,557	($2,768)	78.0%	100.0%	$0	*
S-152	ZONE CHANGE (ZC)	$7,508	$8,683	($1,175)	86.5%	100.0%	$0	*
S-162	TEMPORARY BANNER/SIGN REVIEW	$11,742	$13,300	($1,558)	88.3%	100.0%	$1,600	
S-163	SIGN PLAN REVIEW	$9,120	$10,330	($1,210)	88.3%	100.0%	$1,200	
S-164	MASTER SIGN PLAN (MSP)	$9,824	$6,200	$3,624	158.5%	100.0%	($3,600)	
S-165	NON-RESIDENTIAL REAL ESTATE SIGN	$299	$340	($41)	87.9%	100.0%	$0	*
S-187	VARIANCE	$3,908	$4,519	($611)	86.5%	100.0%	$0	*
S-188	MINOR EXCEPTION	$2,739	$3,099	($360)	88.4%	100.0%	$400	
S-190	COMM.EVENT & SPECIAL PERMIT REVIEW	$6,132	$6,852	($720)	89.5%	100.0%	$700	
S-191	NEW BUSINESS PLANNING REVIEW	$1,710	$1,937	($227)	88.3%	100.0%	$200	
S-192	COMMERCIAL FILMING PERMIT	$8,410	$9,465	($1,055)	88.9%	100.0%	$1,100	
S-193	TECHNOLOGY SURCHARGE	$5,000	$57,100	($52,100)	8.8%	100.0%	$0	(3)
S-195	GEN'L PLAN+ZONING UPDATE SURCHARGE	$0	$0	$0	NA	100.0%	$0	
S-197	NON-RESPONSE/NON-COMPLIANCE	$1,473	$1,471	$2	100.1%	100.0%	$0	
S-203	R-O-W ENCROACHMENT-STREET/SIDEWK	$40,950	$46,677	($5,727)	87.7%	100.0%	$5,700	
S-204	R-O-W ENCROACHMENT-DUMPSTER	$7,130	$7,514	($384)	94.9%	100.0%	$400	
S-205	R-O-W ENCROACHMENT-EXCAVATION	$11,680	$14,177	($2,497)	82.4%	100.0%	$2,500	
S-206	R-O-W ENCROACHMENT-STREET CUT	$0	$0	$0	NA	100.0%	$0	
S-208	OVERSIZE/OVERWEIGHT VEH.PMT.REVIEW	$720	$730	($10)	98.6%	100.0%	$0	(1)
S-217	IMPROVEMENT PLAN CK/INSP - <$5K	$845	$1,176	($331)	71.9%	100.0%	$0	*
S-219	IMPROVEMENT PLAN CK/INSP - $5K-$25K	$2,845	$3,909	($1,064)	72.8%	100.0%	$0	*
S-220	IMPROVEMENT PLAN CK/INSP - >$25K	$4,695	$7,761	($3,066)	60.5%	100.0%	$0	*
S-222	ANNUAL NPDES INSPECTION	$6,634	$17,689	($11,055)	37.5%	100.0%	$11,100	
S-227	NPDES REINSPECTION	$835	$1,296	($461)	64.4%	100.0%	$500	
S-229	WTR.QUAL.PLAN (WQMP)	$0	$0	$0	NA	100.0%	$0	
S-232	NEW FOG DEVICE-PLN.CK/INSPECTION	$2,391	$2,203	$188	108.5%	100.0%	($200)	
S-233	ANNUAL FATS,OILS,GREASE PERMIT	$8,440	$3,270	$5,170	258.1%	100.0%	($5,200)	
S-235	GREASE DISPOSAL MITIGATION FEE	$877	$0	$877	NA	100.0%	$0	*
S-237	SPECIAL REQUESTS FOR WORK CREW	$0	$0	$0	NA	100.0%	$0	
S-242	WATER TURN ON/OFF SERVICE	$5,141	$8,494	($3,353)	60.5%	100.0%	$3,400	

CITY OF LA PALMA, CALIFORNIA
SCHEDULE OF SERVICE REVENUES, COSTS & PROFIT/SUBSIDY
FISCAL YEAR 2025-26

REF#	SERVICE TITLE	TOTAL REVENUE	TOTAL COST	PROFIT/ (SUBSIDY)	PCT.RECOVERY CURRENT	PCT.RECOVERY SUGGESTED	POSSIBLE NEW REVENUE	
S-243	WATER ACCOUNT DELNQUENCY NOTICES	$42,000	$23,448	$18,552	179.1%	100.0%	($18,600)	
S-244	DISCONNECTION OF WATER SERVICE	$0	$0	$0	NA	100.0%	$0	
S-246	WATER METER TESTING	$117	$212	($95)	55.2%	100.0%	$0	*
S-248	METER INSTALLATION - 5/8" x 3/4"	$1,064	$1,201	($137)	88.6%	100.0%	$100	
S-253	METER INSTALLATION - 1"	$231	$272	($41)	84.9%	100.0%	$0	
S-255	METER INSTALLATION - 1-1/2"	$386	$332	$54	116.3%	100.0%	$0	*
S-257	METER INSTALLATION - 2"	$386	$393	($7)	98.2%	100.0%	$0	*
S-259	METER INSTALLATION - >2"	$0	$0	$0	NA	100.0%	$0	
S-262	TEMPORARY CONSTRUCTION METER	$266	$716	($450)	37.2%	100.0%	$500	
S-307	FINGERPRINTING	$900	$929	($29)	96.9%	100.0%	$0	
S-311	TOWING/STORING VEHICLE-PRIV.PROP.	$148	$154	($6)	96.1%	100.0%	$0	
S-318	LOUD PARTY SERVICE FEE	$329	$354	($25)	92.9%	100.0%	$0	
S-322	EMERG.RESPNSE-DUI TRAFFIC COLLISION	$0	$0	$0	NA	100.0%	$0	
S-326	FALSE ALARM PREVENTION	$0	$0	$0	NA	100.0%	$0	
S-327	ALARM PERMIT	$188	$84	$104	223.8%	100.0%	($100)	
S-340	VIN VERIFICATION	$207	$232	($25)	89.2%	100.0%	$0	
S-344	NON-RES EQPT, CDL+REGISTRN.SIGN-OFF	$164	$30	$134	546.7%	100.0%	$0	*
S-349	RELEASING STORED &/OR IMPOUNDED VEH	$10,350	$10,210	$140	101.4%	100.0%	($100)	
S-355	SUBPOENA FEE-RECDS PER CA EC Sc1563	$938	$954	($16)	98.3%	100.0%	$0	(1)
S-377	BOOKING FEE RECOVERY	$0	$0	$0	NA	100.0%	$0	
S-379	WITNESS FEE PER GOV.CODE 68097.1	$0	$0	$0	NA	100.0%	$0	
S-405	COMMUNITY CENTER RENTAL	$0	$0	$0	NA	100.0%	$0	(2)
S-410	OUTDOOR RENTALS	$0	$0	$0	NA	100.0%	$0	(2)
S-425	SPECIAL EVENTS	$0	$0	$0	NA	100.0%	$0	(2)
S-430	CONTRACT CLASSES	$0	$0	$0	NA	100.0%	$0	(2)
S-435	TINY TOT PROGRAM	$0	$0	$0	NA	100.0%	$0	(2)
S-440	DAY CAMP	$0	$0	$0	NA	100.0%	$0	(2)
S-511	NEW BUSINESS APPLICATION REVIEW	$0	$11,034	($11,034)	0.0%	100.0%	$5,000	&
S-515	DUPLICATE BUSINESS LICENSE	$420	$417	$3	100.7%	100.0%	$0	
S-521	SPECIAL BUS.PERMIT APPL./RENEWAL	$6,160	$6,205	($45)	99.3%	100.0%	$0	
S-522	SPECIAL PERMIT COMMITTEE REVIEW	$270	$309	($39)	87.4%	100.0%	$0	
S-555	RETURNED (NSF) CHECK	$111	$393	($282)	28.2%	100.0%	$300	
S-558	COPY CHARGE	$0	$0	$0	NA	100.0%	$0	
S-560	CREDIT CARD PROCESSING SURCHARGE	$0	$18,700	($18,700)	0.0%	100.0%	$18,700	
S-562	NOTARY SERVICE	$150	$148	$2	101.4%	100.0%	$0	(1)
S-610	GENERAL FUND SUPPORT OF WATER FUND	$682,900	$734,018	($51,118)	93.0%	100.0%	$51,100	
S-620	GENERAL FUND SUPPORT OF SEWER FUND	$100,000	$105,046	($5,046)	95.2%	100.0%	$5,000	
	TOTALS	$1,439,096	$1,598,235	($159,139)	90.0%	95.7%	$89,800	

Key to Symbols:

* - Service occurs too seldom to estimate new revenue.

& - Demand will decline as user is required to pay full cost.

(1) - Another governmental agency limits the fee that can be charged.

(2) - Quality of Life services cannot be charged more than the market dictates. RCS makes no recommendation for this service.

(3) - City cannot increase the surcharge enough to cover the cost.

Discussion of Specific Services

S-104 :: CUP-Minor, **S-111** :: Minor Precise Plan and **S-142** :: Entitlement Extension-Administrative. In each case, City staff realized that some customers required less work to process their permit and, therefore, recommended a "minor" version costing less.

S-195 :: General Plan & Zoning Update Surcharge. This surcharge was adopted to accumulate monies for the periodic update to General Plan elements. The current practice is to treat this as current revenue. Since there is no current "service" connected with this fee, it is actually a tax which should be approved by the voters. RCS recommends that this revenue be reserved for the future use for which it was intended.

S-326 :: False Alarm Prevention and **S-327** :: Alarm Permit. No data is being kept for false alarms requiring Police response. The City is keeping the fee/fine for whenever there is abuse of the "free" service. The alarm permit is currently a "one-time" fee which doesn't provide a mechanism to update information. The City may wish to institute a "low-cost" renewal after a few years to maintain the accuracy of the records.

S-377 :: Booking Fee. This fee was established years ago when the County was charging cities who used the County staff to book criminal suspects. Staff should determine if this is still occurring and whether the City is receiving reimbursement from the suspects through the court system. If it is no longer an issue, the City could consider eliminating this fee.

S-405 to **S-440**. These Community Services are also known as Quality-of-Life services. The fee for these services is sensitive to the marketplace for the activities charged. Staff is aware of these constraints and works to provide the best service possible given the customers willingness to pay and the Council's willingness to subsidize. Consequently, RCS makes no suggestions for these services.

Appendices

Appendix A, following the text, summarizes the current fees and the proposed fees for each of the Personal Choice service centers

Appendix B, provides Revenue and Cost details for the services in the above Schedule in sequence by the Reference Number (Column 1). This detail is found on the two facing pages for each service. The left page has textual and summary information including RCS's suggested service fee. The right page has the service cost detail.

APPENDIX A – SUMMARY OF CURRENT AND PROPOSED FEES

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-050	BUILDING PLAN CHECK & INSPECTION	See City's Detail Fee Schedule	No change is suggested at this time. However, the City should permit the pass-through of any consultant annual fee increase.
S-055	CONSTRUCTION WASTE MANAGEMENT	$175	$200
S-068	PRE-APPLICATION CONFERENCE REVIEW	First hour free, every hour after that is $526 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.	First hour free, every hour after that is $620 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.
S-070	SHORT TERM RENTAL PMT (INIT./ANN.)	$685	$630
S-075	ZONING PLAN CHECK (BASIC)	$57 - less than or equal to 15 minutes $114 - greater than 15 minutes	$65 - less than or equal to 15 minutes $130 - greater than 15 minutes
S-077	ZONING PLAN CHECK (COMPLEX)	$342	$520
S-101	ARTIFICAL TURF PERMIT	$85	$90
S-102A	TEMPORARY USE PERMIT	$684 - Initial $506 - Renewal	$840 - Initial $550 - Renewal
S-102B	TEMPORARY USE PERMIT-OTHER	Base Fee - $342. The base fee includes the first 90 minutes. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $385. The base fee includes the first 1-1/2 hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 against an initial deposit as determined by the PW&CD-Director.
S-103	ADMIN.REVIEW-OUTDR DISPLAY/SEATING	$798	$970
S-104	CONDITIONAL USE PERMIT - MINOR	Base Fee - $3,022. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City. (Current Fee for a regular CUP - S-105)	$990
S-105	CONDITIONAL USE PERMIT (CUP)	Base Fee - $3,022. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $3,610. The base fee includes the first ten (10) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD Director.
S-107	CONDITIONAL USE PERMIT AMENDMENT	Base Fee - $2,109. The base fee includes up to 6 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $2,575. The base fee includes the first six (6) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD Director.

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-111	MINOR PRECISE PLAN	Base Fee - $5,303. The base fee includes up to 20 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City. (Current fee for a regular Precise Plan S-112)	$1,465
S-112	PRECISE PLAN (PP)	Base Fee - $5,303. The base fee includes up to 20 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $5,740. The base fee includes the first twenty (20) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.
S-115	PRECISE PLAN AMENDMENT (PPA)	Base Fee - $3,807. The base fee includes up to 15 hrs. Additional time is charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $4,320. The base fee includes the first fifteen (15) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.
S-126	APPLICANT APPEAL TO CITY COUNCIL	Base Fee - $2,541 plus the actual cost of publishing and noticing. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $2,955 plus the actual cost of publishing and noticing. The base fee includes the first ten (10) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.
S-128	CATEGORICAL EXEMPTION	$944 plus a $50 check payable to the County for the filing fee	$65 plus a $50 check payable to the County for the filing fee
S-129	ENVIRONMENTAL ASSESSMENT	$1,400	$2,955
S-131	INITIAL STUDY/NEG.DEC/MITIG.NEG.DEC	Actual Cost + 10%	Actual Cost against an initial deposit as determined by the PW&CD-Director.
S-133	ENVIRONMENTAL IMPACT REPORT REVIEW	Actual Cost + 10%	Actual Cost against an initial deposit as determined by the PW&CD-Director.
S-135	LOT LINE ADJ/LOT SPLIT-MERGE	$2,415 plus the actual cost of publishing and noticing.	$3,435 plus the actual cost of publishing and noticing.
S-137	TENTATIVE PARCEL MAP (TPM)	$3,784 plus the actual cost of publishing and noticing.	$5,050 plus the actual cost of publishing and noticing.
S-141	TENTATIVE TRACT MAP (TTM)	$5,205 plus the actual cost of publishing and noticing.	$9,890 plus the actual cost of publishing and noticing.
S-142	ENTITLEMENT EXTENSION - ADMIN.	$2,363 plus the actual cost of publishing and noticing. (Current Fee for a regular Entitlement Extension - S-143)	$515
S-143	ENTITLEMENT EXTENSION	$2,363 plus the actual cost of publishing and noticing.	$2,665 plus the actual cost of publishing and noticing.

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-144	FINAL MAP CHECK	Base Fee - $1,959 The base fee includes up to 8 hrs. Additional time charged at $180 against an initial deposit as determined by the City.	Base Fee - $2,920 plus the actual cost of publishing and noticing. The base fee includes the first eight (8) hours of the Contract City Engineer. Any additional time of the Contract City Engineer is charged at $290 per hour against an initial depositas determined by the PW&CD-Director.
S-147	GENERAL PLAN AMENDMENT (GPA)	Base Fee - $9,789 plus the actual cost of publishing and noticing. The base fee includes up to 45 hrs. Additional time charged at $228 against an initial deposit as determined by the City.	Base Fee - $12,555 plus the actual cost of publishing and noticing. The base fee includes the first forty-five (45) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.
S-152	ZONE CHANGE (ZC)	Base Fee - $7,508 plus the actual cost of publishing and noticing. The base fee includes up to 30 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.	Base Fee - $8,685 plus the actual cost of publishing and noticing. The base fee includes the first thirty (30) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.
S-162	TEMPORARY BANNER/SIGN REVIEW	$57 (owned property) $228 (non-owned property) (Budgeted Revenue is $1,100)	$65 - on owned property $260 - on non-owned property
S-163	SIGN PLAN REVIEW	$456	$515
S-164	MASTER SIGN PLAN (MSP)	$4,645 plus an additional $534 for monument signage	$2,665 plus an additional $870 if there is a monument sign
S-165	NON-RESIDENTIAL REAL ESTATE SIGN	$299	$340
S-187	VARIANCE	Base Fee - $3,908 plus the actual cost of publishing and noticing. The base fee includes up to 15 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City. Additional engineering consultant charges for Parking Variance.	Base Fee - $4,520 plus the actual cost of publishing and noticing. The base fee includes the first fifteen (15) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director. If the variance is for parking, there is an additional charge for an engineering consultant.
S-188	MINOR EXCEPTION	$913	$1,035
S-190	COMM.EVENT & SPECIAL PERMIT REVIEW	$1,533	$1,715
S-191	NEW BUSINESS PLANNING REVIEW	$228 (New) $114 (Transfer)	$130 - New $260 - transfer of entitlement
S-192	COMMERCIAL FILMING PERMIT	$1,682	$1,895
S-193	TECHNOLOGY SURCHARGE	5% Applied to Building, Planning and Engineering Permit Fees	5% Applied to Building, Planning and Engineering Permit Fees

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-195	GEN'L PLAN+ZONING UPDATE SURCHARGE	10% surcharge on building permits)NOTE: The amortized annual cost of the City 50% share of an update is about $50,000 which is used as the cost for this service.)	5% surcharge on building permits (Note: The City estimates that the 5% surcharge will generate about $5,300 this year whereas the amortized cost is $50,000. City may wish to also apply the surcharge to Planning and Engineering permits and/or increase the percent. In addition, the surcharge revenue should be held in a trust account so that any balance is preserved for future fiscal years when the cost will incur.)
S-197	NON-RESPONSE/NON-COMPLIANCE	$491	$490
S-203	R-O-W ENCROACHMENT-STREET/SIDEWK	$740 for the 1st Day plus Actual Cost for inspection after the first day at $134/hour	$740 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour
S-204	R-O-W ENCROACHMENT-DUMPSTER	$310	$325
S-205	R-O-W ENCROACHMENT-EXCAVATION	$730 for the 1st Day plus Actual Cost for inspection after the first day at $125/hour	$885 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour
S-206	R-O-W ENCROACHMENT-STREET CUT	Full Cost of City and Contract staff charged against an initial deposit as determined by the City.	Full Cost of City and Contract staff charged against an initial deposit as determined by the PW&CD-Director.
S-208	OVERSIZE/OVERWEIGHT VEH.PMT.REVIEW	$16 Single permit/rider or $90 annual permit (fee set by State). Special service charge of $50 per hour for applicable permits (California Administrative Code, Title 21, Section 1411.3)	$16 Single permit/rider or $90 annual permit (fee set by State). Special service charge of $50 per hour for applicable permits per California Administrative Code, Title 21, Section 1411.3
S-217	IMPROVEMENT PLAN CK/INSP - <$5K	$845	$1,175
S-219	IMPROVEMENT PLAN CK/INSP - $5K-$25K	$845 plus 10% of the project cost greater than $5,000	$1,175 plus 13.7% of the project cost greater than $5,000
S-220	IMPROVEMENT PLAN CK/INSP - >$25K	At the discretion of the City Engineer, the fee is: EITHER: $2,845 plus 3.7% of the project cost greater than $25,000 OR: Actual Cost against an initial deposit as determined by the City	At the discretion of the PW&CD-Director, the fee is: EITHER: $3,915 plus 7.7% of the project cost greater than $25,000 OR: Actual Cost against an initial deposit as determined by the PW&CD Director.
S-222	ANNUAL NPDES INSPECTION	$268 - High Priority $204 - Medium & Low Priority	$60 plus the actual cost of the NPDES consultant plus 93% overhead
S-227	NPDES REINSPECTION	$167 for each inspection after the first two.	$260 for each inspection after the first two.
S-229	WTR.QUAL.PLAN (WQMP)	Full Cost of City staff and consultants charged against an initial deposit as determined by the City.	Full Cost of City staff and consultants charged against an initial deposit as determined by the PW&CD-Director.
S-232	NEW FOG DEVICE-PLN.CK/INSPECTION	$797	$245 plus the actual cost of the FOG consultant plus 93% overhead
S-233	ANNUAL FATS,OILS,GREASE PERMIT	$211	$85

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-235	GREASE DISPOSAL MITIGATION FEE	$877	$880 or the Full Cost of City and Contract staff charged against an initial deposit as determined by the PW&CD-Director.
S-237	SPECIAL REQUESTS FOR WORK CREW	Direct Labor Cost (DLC) Based on Total Billed Hours	Direct Labor Cost (DLC) Based on Total Billed Hours
S-242	WATER TURN ON/OFF SERVICE	$117 - During Working Hours $311 - After Hours & weekends	$90 - During Working Hours $245 - After Hours & weekends
S-243	WATER ACCOUNT DELNQUENCY NOTICES	$35	$20
S-244	DISCONNECTION OF WATER SERVICE	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.
S-246	WATER METER TESTING	$272	$210
S-248	METER INSTALLATION - 5/8" x 3/4"	$193 plus actual meter cost	$150 plus actual meter cost
S-253	METER INSTALLATION - 1"	$231 plus actual meter cost	$210 plus actual meter cost
S-255	METER INSTALLATION - 1-1/2"	$386 plus actual meter cost	$270 plus actual meter cost
S-257	METER INSTALLATION - 2"	$386 plus actual meter cost	$330 plus actual meter cost
S-259	METER INSTALLATION - >2"	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter
S-262	TEMPORARY CONSTRUCTION METER	$231 plus meter deposit	$180 plus meter deposit
S-307	FINGERPRINTING	$30	$30
S-311	TOWING/STORING VEHICLE-PRIV.PROP.	$148	$155
S-318	LOUD PARTY SERVICE FEE	The greater of $329 or Actual Cost at the staff's Fully-Burdened Hourly Rate	The greater of $355 or Actual Cost at the staff's Fully-Burdened Hourly Rate
S-322	EMERG.RESPNSE-DUI TRAFFIC COLLISION	Direct Labor Cost of Police Officer(s) Involved	Direct Labor Cost of Police Officer(s) Involved
S-326	FALSE ALARM PREVENTION	Each Call After 3/Year: Direct Labor Cost of Police Officer(s) Involved	Each Call After 3/Year: Direct Labor Cost of Police Officer(s) Involved
S-327	ALARM PERMIT	$47	$21
S-340	VIN VERIFICATION	$50 - Resident (26% Recovery) $207 - Non Resident	$60 - Resident (26% Recovery) $230 - Non Resident
S-344	NON-RES EQPT, CDL+REGISTRN.SIGN-OFF	$0 - Resident $164 - Non-Resident	$0 - Resident $30 - Non-Resident
S-349	RELEASING STORED &/OR IMPOUNDED VEH	$345	$340
S-355	SUBPOENA FEE-RECDS PER CA EC Sc1563	$67 (fee established by the State)	$67 (fee established by the State)
S-377	BOOKING FEE RECOVERY	$530	$530
S-379	WITNESS FEE PER GOV.CODE 68097.1	Direct Labor Cost of Police Officer(s) Involved	Direct Labor Cost of Police Officer(s) Involved
S-405	COMMUNITY CENTER RENTAL	No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.	No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.
S-410	OUTDOOR RENTALS	No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.	No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.

CITY OF LA PALMA
FY 2025-2026
COMPARISON OF CURRENT TO PROPOSED FEE

REF#	SERVICE TITLE	CURRENT FEE	PROPOSED FEE
S-425	SPECIAL EVENTS	July 4th Distance Run - $15,900 Festival of Nations - $10,500 Cultural & Beautification - $2,700	City should continue to charge participation fees to the extent possible
S-430	CONTRACT CLASSES	Resident Class Fee varies by program. The instructor receives 65% of the fee and 35% goes to the City for administration and providing a class location. Non-Resident Class Fee = Resident fee plus $20	No fee recommendation is made.
S-435	TINY TOT PROGRAM	$4.00 per hour - Resident $4.65 per hour - Non-Resident plus a $20 class charge	No fee recommendation is made.
S-440	DAY CAMP	$145 per week - Resident $152 per week - Non-Resident	No fee recommendation is made.
S-511	NEW BUSINESS APPLICATION REVIEW	None	$245 for the review of a business license application to assure that it meets all City Codes. For applications requiring a zoning review, see S-191.
S-515	DUPLICATE BUSINESS LICENSE	$28	$30
S-521	SPECIAL BUS.PERMIT APPL./RENEWAL	$308	$310
S-522	SPECIAL PERMIT COMMITTEE REVIEW	$270	$310
S-555	RETURNED (NSF) CHECK	1st NSF check $49; subsequent NSF checks $59 (Per CA Civil Code: 1st NSF check is limited to a $25 fee; each subsequent NSF check is limited to $35 fee. The	1st NSF check $49; subsequent NSF checks $59 (Per CA Civil Code: 1st NSF check is limited to a $25 fee; each subsequent NSF check is limited to $35 fee. The
S-558	COPY CHARGE	Direct Materials & Direct Labor as allowed by the Public Records Act	Direct Materials & Direct Labor as allowed by the Public Records Act
S-560	CREDIT CARD PROCESSING SURCHARGE	Surcharge based on the bank charge for that credit card	Surcharge based on the bank charge for that credit card
S-562	NOTARY SERVICE	$15 - mandated by State	$15 - mandated by State
S-610	GENERAL FUND SUPPORT OF WATER FUND	City should recover full cost of General Fund Support	City should recover full cost of General Fund Support
S-620	GENERAL FUND SUPPORT OF SEWER FUND	City should recover full cost of General Fund Support	City should recover full cost of General Fund Support

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APPENDIX B – SERVICE COST CALCULATION WORKSHEETS

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-050**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-BLDG & SAFETY	NA	

DESCRIPTION OF SERVICE

To review construction plans and inspect to assure that City construction codes are being followed.

CURRENT FEE STRUCTURE

See City's Detail Fee Schedule

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$295,500.00**	**TOTAL REVENUE:**	**$295,500**
UNIT COST:	**$297,313.00**	**TOTAL COST:**	**$297,313**
UNIT PROFIT (SUBSIDY):	**$(1,813.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,813)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**99.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No change is suggested at this time. However, the City should permit the pass-through of any consultant annual fee increase.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-050**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		31.10	$8,031.89	1	$8,032
CD-BUILDING+SAFETY		Cost Less Bank Chgs	0.00	$289,281.00	1	$289,281
		TYPE SUBTOTAL	**31.10**	**$297,312.89**		**$297,313**
		TOTALS	**31.10**	**$297,313.00**		**$297,313**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONSTRUCTION WASTE MANAGEMENT	**S-055**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

To assure the recycle and/or salvage for reuse a minimum of 65% of the nonhazardous construction and demolition waste according to the California Green Code.

CURRENT FEE STRUCTURE

$175

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$175.00**	**TOTAL REVENUE:**	**$3,675**
UNIT COST:	**$201.81**	**TOTAL COST:**	**$4,238**
UNIT PROFIT (SUBSIDY):	**$(26.81)**	**TOTAL PROFIT (SUBSIDY):**	**$(563)**
TOTAL UNITS:	**21**	**PCT. COST RECOVERY:**	**86.72%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$200

August 10, 2025

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONSTRUCTION WASTE MANAGEMENT	**S-055**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**21**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ENGINEERING TECH		1.50	$201.80	21	$4,238
		TYPE SUBTOTAL	**1.50**	**$201.80**		**$4,238**
		TOTALS	**1.50**	**$201.81**		**$4,238**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRE-APPLICATION CONFERENCE REVIEW	**S-068**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	HOUR	

DESCRIPTION OF SERVICE

To meet with a developer to discuss a proposed development prior to submitting applications.

CURRENT FEE STRUCTURE

First hour free, every hour after that is $526 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$526.00**	**TOTAL REVENUE:**	**$526**
UNIT COST:	**$618.00**	**TOTAL COST:**	**$618**
UNIT PROFIT (SUBSIDY):	**$(92.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(92)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**85.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First hour free, every hour after that is $620 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRE-APPLICATION CONFERENCE REVIEW	**S-068**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		1.00	$359.78	1	$360
CD-ADMIN	PW & CD-DIRECTOR		1.00	$258.26	1	$258
		TYPE SUBTOTAL	**2.00**	**$618.04**		**$618**
		TOTALS	**2.00**	**$618.00**		**$618**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SHORT TERM RENTAL PMT (INIT./ANN.)	**S-070**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review short-term rentals to minimize problems with neighbors and renters.

CURRENT FEE STRUCTURE

$685

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$685.00**	**TOTAL REVENUE:**	**$8,220**
UNIT COST:	**$631.33**	**TOTAL COST:**	**$7,576**
UNIT PROFIT (SUBSIDY):	**$53.67**	**TOTAL PROFIT (SUBSIDY):**	**$644**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**108.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$630

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SHORT TERM RENTAL PMT (INIT./ANN.)	**S-070**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FISCAL SERVICES	ACCTING.SUPVSR		0.75	$130.97	12	$1,572
FISCAL SERVICES	ACCTG.TECH.		0.75	$78.63	12	$944
CD-ADMIN	PW & CD-DIRECTOR		1.00	$258.26	12	$3,099
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	12	$1,962
		TYPE SUBTOTAL	**3.50**	**$631.33**		**$7,576**
		TOTALS	**3.50**	**$631.33**		**$7,576**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONING PLAN CHECK (BASIC)	**S-075**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	REVIEW	

DESCRIPTION OF SERVICE

To review plans over-the-counter to assure compliance with the zoning code.

CURRENT FEE STRUCTURE

$57 - less than or equal to 15 minutes
$114 - greater than 15 minutes

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$76.36**	**TOTAL REVENUE:**	**$8,094**
UNIT COST:	**$86.50**	**TOTAL COST:**	**$9,169**
UNIT PROFIT (SUBSIDY):	**$(10.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,075)**
TOTAL UNITS:	**106**	**PCT. COST RECOVERY:**	**88.28%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$65 - less than or equal to 15 minutes
$130 - greater than 15 minutes

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONING PLAN CHECK (BASIC)	**S-075**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**106**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR	<=15 Min.	0.25	$64.57	70	$4,520
		TYPE SUBTOTAL	**0.25**	**$64.57**		**$4,520**
CD-ADMIN	PW & CD-DIRECTOR	>15 Min.	0.50	$129.13	36	$4,649
		TYPE SUBTOTAL	**0.50**	**$129.13**		**$4,649**
		TOTALS	**0.75**	**$86.50**		**$9,169**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONING PLAN CHECK (COMPLEX)	**S-077**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	REVIEW	

DESCRIPTION OF SERVICE

The complex zoning review occurs when the plans cannot be reviewed over-the-counter. Includes two plan checks.

CURRENT FEE STRUCTURE

$342

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$342.00**	**TOTAL REVENUE:**	**$18,468**
UNIT COST:	**$520.69**	**TOTAL COST:**	**$28,117**
UNIT PROFIT (SUBSIDY):	**$(178.69)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,649)**
TOTAL UNITS:	**54**	**PCT. COST RECOVERY:**	**65.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$520

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONING PLAN CHECK (COMPLEX)	**S-077**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**54**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PLANNER-C		2.00	$456.12	54	$24,630
CD-ADMIN	PW & CD-DIRECTOR	1st Review & Recheck	0.25	$64.57	54	$3,487
		TYPE SUBTOTAL	**2.25**	**$520.69**		**$28,117**
		TOTALS	**2.25**	**$520.69**		**$28,117**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ARTIFICAL TURF PERMIT	**S-101**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review plans for the installation of artificial turf to assure a weed barrier and proper installation. Involves a field inspection.

CURRENT FEE STRUCTURE

$85

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$85.00**	**TOTAL REVENUE:**	**$510**
UNIT COST:	**$92.33**	**TOTAL COST:**	**$554**
UNIT PROFIT (SUBSIDY):	**$(7.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(44)**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**92.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$90

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ARTIFICAL TURF PERMIT	**S-101**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		0.25	$64.57	6	$387
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.17	$27.79	6	$167
		TYPE SUBTOTAL	**0.42**	**$92.36**		**$554**
		TOTALS	**0.42**	**$92.33**		**$554**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**S-102A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To issue a temporary permit for Christmas Tree Lots, Pumpkin Lots and driveway bins.

CURRENT FEE STRUCTURE

$684 - Initial
$506 - Renewal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$550.50**	**TOTAL REVENUE:**	**$2,202**
UNIT COST:	**$623.50**	**TOTAL COST:**	**$2,494**
UNIT PROFIT (SUBSIDY):	**$(73.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(292)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**88.29%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$840 - Initial
$550 - Renewal

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**S-102A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C	New	1.00	$290.28	1	$290
CD-ADMIN	PW & CD-DIRECTOR		1.50	$387.39	1	$387
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	1	$163
		TYPE SUBTOTAL	**3.50**	**$841.14**		**$841**
CD-ADMIN	PW & CD-DIRECTOR	Renewal	1.50	$387.39	3	$1,162
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	3	$490
		TYPE SUBTOTAL	**2.50**	**$550.86**		**$1,653**
		TOTALS	**6.00**	**$623.50**		**$2,494**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT-OTHER	**S-102B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Examples of applications processed: environmental remediation; application for a CUP waiting for approval; use of a storage container in the right-of-way for more than two weeks; construction trailer; and, guard house.

CURRENT FEE STRUCTURE

Base Fee - $342. The base fee includes the first 90 minutes. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$342.00**	**TOTAL REVENUE:**	**$684**
UNIT COST:	**$387.50**	**TOTAL COST:**	**$775**
UNIT PROFIT (SUBSIDY):	**$(45.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(91)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**88.26%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $385. The base fee includes the first 1-1/2 hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT-OTHER	**S-102B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR	Base	1.50	$387.39	2	$775
		TYPE SUBTOTAL	**1.50**	**$387.39**		**$775**
		TOTALS	**1.50**	**$387.50**		**$775**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ADMIN.REVIEW-OUTDR DISPLAY/SEATING	**S-103**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review a business application to have an outdoor display or seating that affects the public right-of-way especially sidewalks.

CURRENT FEE STRUCTURE

$798

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$798.00**	**TOTAL REVENUE:**	**$4,788**
UNIT COST:	**$970.33**	**TOTAL COST:**	**$5,822**
UNIT PROFIT (SUBSIDY):	**$(172.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,034)**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**82.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$970

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ADMIN.REVIEW-OUTDR DISPLAY/SEATING	**S-103**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		1.00	$290.28	6	$1,742
CD-ADMIN	PW & CD-DIRECTOR		2.00	$516.52	6	$3,099
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	6	$981
		TYPE SUBTOTAL	**4.00**	**$970.27**		**$5,822**
		TOTALS	**4.00**	**$970.33**		**$5,822**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT - MINOR	**S-104**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a conditional use permit that does not require the work of a regular CUP (See S-105). This is a new fee to reflect the reduced work involved.

CURRENT FEE STRUCTURE

Base Fee - $3,022. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

(Current Fee for a regular CUP - S-105)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,022.00**	**TOTAL REVENUE:**	**$3,022**
UNIT COST:	**$990.00**	**TOTAL COST:**	**$990**
UNIT PROFIT (SUBSIDY):	**$2,032.00**	**TOTAL PROFIT (SUBSIDY):**	**$2,032**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**305.25%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$990

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT - MINOR	**S-104**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.25	$89.95	1	$90
CITY MANAGER	C.CLK/EXEC.ASST		0.25	$43.44	1	$43
CD-ADMIN	PW & CD-DIRECTOR		3.00	$774.78	1	$775
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**4.00**	**$989.91**		**$990**
		TOTALS	**4.00**	**$990.00**		**$990**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT (CUP)	**S-105**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a conditional use permit required for certain land uses which may need special conditions to ensure compatibility with surrounding land uses. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $3,022. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,022.00**	**TOTAL REVENUE:**	**$12,088**
UNIT COST:	**$3,610.25**	**TOTAL COST:**	**$14,441**
UNIT PROFIT (SUBSIDY):	**$(588.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,353)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**83.71%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $3,610. The base fee includes the first ten (10) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT (CUP)	**S-105**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	4	$720
CITY CLERK	C.CLK/EXEC.ASST		1.00	$185.52	4	$742
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	4	$2,322
CD-ADMIN	PW & CD-DIRECTOR	Base	10.00	$2,582.60	4	$10,330
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	4	$327
		TYPE SUBTOTAL	**14.00**	**$3,610.31**		**$14,441**
		TOTALS	**14.00**	**$3,610.25**		**$14,441**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT AMENDMENT	**S-107**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a conditional use permit amendment required for certain land uses which may need special conditions to ensure compatibility with surrounding land uses. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $2,109. The base fee includes up to 6 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,109.00**	**TOTAL REVENUE:**	**$2,109**
UNIT COST:	**$2,577.00**	**TOTAL COST:**	**$2,577**
UNIT PROFIT (SUBSIDY):	**$(468.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(468)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**81.84%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $2,575. The base fee includes the first six (6) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT AMENDMENT	**S-107**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	1	$180
CITY CLERK	C.CLK/EXEC.ASST		1.00	$185.52	1	$186
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	1	$581
CD-ADMIN	PW & CD-DIRECTOR	Base	6.00	$1,549.56	1	$1,550
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**10.00**	**$2,577.27**		**$2,577**
		TOTALS	**10.00**	**$2,577.00**		**$2,577**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MINOR PRECISE PLAN	**S-111**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Where a Precise Plan does not require the work of a regular Precise Plan. This is a new fee to reflect the reduced work involved.

CURRENT FEE STRUCTURE

Base Fee - $5,303. The base fee includes up to 20 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

(Current fee for a regular Precise Plan - S-112)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,303.00**	**TOTAL REVENUE:**	**$5,303**
UNIT COST:	**$1,466.00**	**TOTAL COST:**	**$1,466**
UNIT PROFIT (SUBSIDY):	**$3,837.00**	**TOTAL PROFIT (SUBSIDY):**	**$3,837**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**361.73%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,465

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MINOR PRECISE PLAN	**S-111**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.25	$89.95	1	$90
CITY MANAGER	C.CLK/EXEC.ASST		0.25	$43.44	1	$43
CD-ADMIN	PW & CD-DIRECTOR		5.00	$1,291.30	1	$1,291
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.25	$40.87	1	$41
		TYPE SUBTOTAL	**5.75**	**$1,465.56**		**$1,466**
		TOTALS	**5.75**	**$1,466.00**		**$1,466**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRECISE PLAN (PP)	**S-112**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

A plan for coordinating future public and private improvements on specific properties where special conditions of size, shape, land ownership, or existing or desired development require particular attention. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $5,303. The base fee includes up to 20 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,303.00**	**TOTAL REVENUE:**	**$10,606**
UNIT COST:	**$5,740.00**	**TOTAL COST:**	**$11,480**
UNIT PROFIT (SUBSIDY):	**$(437.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(874)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**92.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $5,740. The base fee includes the first twenty (20) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRECISE PLAN (PP)	**S-112**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	2	$360
CITY CLERK	C.CLK/EXEC.ASST		1.00	$185.52	2	$371
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	2	$1,161
CD-ADMIN	PLANNER-C		15.00	$3,420.90	2	$6,842
CD-ADMIN	PW & CD-DIRECTOR	Base	5.00	$1,291.30	2	$2,583
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	2	$163
		TYPE SUBTOTAL	**24.00**	**$5,739.91**		**$11,480**
		TOTALS	**24.00**	**$5,740.00**		**$11,480**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRECISE PLAN AMENDMENT (PPA)	**S-115**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

A plan for coordinating future public and private improvements on specific properties where special conditions of size, shape, land ownership, or existing or desired development require particular attention. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $3,807. The base fee includes up to 15 hrs. Additional time is charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,807.00**	**TOTAL REVENUE:**	**$11,421**
UNIT COST:	**$4,321.00**	**TOTAL COST:**	**$12,963**
UNIT PROFIT (SUBSIDY):	**$(514.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,542)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**88.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $4,320. The base fee includes the first fifteen (15) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
PRECISE PLAN AMENDMENT (PPA)	**S-115**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	3	$540
CITY CLERK	C.CLK/EXEC.ASST		1.00	$185.52	3	$557
CD-ADMIN	PW & CD-DIRECTOR	Base	15.00	$3,873.90	3	$11,622
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	3	$245
		TYPE SUBTOTAL	**17.00**	**$4,321.05**		**$12,963**
		TOTALS	**17.00**	**$4,321.00**		**$12,963**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
APPLICANT APPEAL TO CITY COUNCIL	**S-126**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPEAL	

DESCRIPTION OF SERVICE

Within 30 days of the Planning Manager's written decision, an applicant may appeal an adverse decision to the City Council. Appeals shall be made in writing and filed with the City Clerk. A City Council decision on the appeal shall be final.

CURRENT FEE STRUCTURE

Base Fee - $2,541 plus the actual cost of publishing and noticing. The base fee includes up to 10 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,541.00**	**TOTAL REVENUE:**	**$2,541**
UNIT COST:	**$2,955.00**	**TOTAL COST:**	**$2,955**
UNIT PROFIT (SUBSIDY):	**$(414.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(414)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**85.99%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $2,955 plus the actual cost of publishing and noticing. The base fee includes the first ten (10) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
APPLICANT APPEAL TO CITY COUNCIL	**S-126**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		1.00	$290.28	1	$290
CD-ADMIN	PW & CD-DIRECTOR	Base	10.00	$2,582.60	1	$2,583
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**11.50**	**$2,954.62**		**$2,955**
		TOTALS	**11.50**	**$2,955.00**		**$2,955**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CATEGORICAL EXEMPTION	**S-128**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Applicants claiming to be entitled to exemption from environmental requirements shall file a verified statement with the City Clerk why such an exemption is claimed. All such claims shall be reviewed and a determination of exemption made.

CURRENT FEE STRUCTURE

$944 plus a $50 check payable to the County for the filing fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$944.00**	**TOTAL REVENUE:**	**$11,328**
UNIT COST:	**$64.58**	**TOTAL COST:**	**$775**
UNIT PROFIT (SUBSIDY):	**$879.42**	**TOTAL PROFIT (SUBSIDY):**	**$10,553**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**1,461.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$65 plus a $50 check payable to the County for the filing fee

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CATEGORICAL EXEMPTION	**S-128**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		0.25	$64.57	12	$775
		TYPE SUBTOTAL	**0.25**	**$64.57**		**$775**
		TOTALS	**0.25**	**$64.58**		**$775**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENVIRONMENTAL ASSESSMENT	**S-129**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To determine what environmental action should be taken for a proposed development.

CURRENT FEE STRUCTURE

$1,400

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,400.00**	**TOTAL REVENUE:**	**$1,400**
UNIT COST:	**$2,955.00**	**TOTAL COST:**	**$2,955**
UNIT PROFIT (SUBSIDY):	**$(1,555.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,555)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**47.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,955

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENVIRONMENTAL ASSESSMENT	**S-129**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		1.00	$290.28	1	$290
CD-ADMIN	PW & CD-DIRECTOR		10.00	$2,582.60	1	$2,583
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**11.50**	**$2,954.62**		**$2,955**
		TOTALS	**11.50**	**$2,955.00**		**$2,955**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
INITIAL STUDY/NEG.DEC/MITIG.NEG.DEC	**S-131**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To prepare a mitigation plan for a development that has an impact on the environment which can be mitigated.

CURRENT FEE STRUCTURE

Actual Cost + 10%

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual Cost against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
INITIAL STUDY/NEG.DEC/MITIG.NEG.DEC	**S-131**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	**S-133**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	REPORT	

DESCRIPTION OF SERVICE

To cause the preparation of an Environmental Impact Report. Includes staff support of the process and review of the report.

CURRENT FEE STRUCTURE

Actual Cost + 10%

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual Cost against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	**S-133**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
LOT LINE ADJ/LOT SPLIT-MERGE	**S-135**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To adjust the property line between two lots. Includes a public hearing.

CURRENT FEE STRUCTURE

$2,415 plus the actual cost of publishing and noticing.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,415.00**	**TOTAL REVENUE:**	**$2,415**
UNIT COST:	**$3,437.00**	**TOTAL COST:**	**$3,437**
UNIT PROFIT (SUBSIDY):	**$(1,022.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,022)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**70.26%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,435 plus the actual cost of publishing and noticing.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
LOT LINE ADJ/LOT SPLIT-MERGE	**S-135**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		8.00	$2,322.24	1	$2,322
CD-ADMIN	PW & CD-DIRECTOR		4.00	$1,033.04	1	$1,033
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**12.50**	**$3,437.02**		**$3,437**
		TOTALS	**12.50**	**$3,437.00**		**$3,437**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP (TPM)	**S-137**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review and process a tentative parcel map. Includes a public hearing.

CURRENT FEE STRUCTURE

$3,784 plus the actual cost of publishing and noticing.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,784.00**	**TOTAL REVENUE:**	**$3,784**
UNIT COST:	**$4,987.00**	**TOTAL COST:**	**$4,987**
UNIT PROFIT (SUBSIDY):	**$(1,203.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,203)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**75.88%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$5,050 plus the actual cost of publishing and noticing.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP (TPM)	**S-137**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		8.00	$2,322.24	1	$2,322
CD-ADMIN	PW & CD-DIRECTOR		10.00	$2,582.60	1	$2,583
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**18.50**	**$4,986.58**		**$4,987**
		TOTALS	**18.50**	**$4,987.00**		**$4,987**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP (TTM)	**S-141**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review and process a tentative tract map. Includes a public hearing.

CURRENT FEE STRUCTURE

$5,205 plus the actual cost of publishing and noticing.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,205.00**	**TOTAL REVENUE:**	**$5,205**
UNIT COST:	**$9,891.00**	**TOTAL COST:**	**$9,891**
UNIT PROFIT (SUBSIDY):	**$(4,686.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,686)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**52.62%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$9,890 plus the actual cost of publishing and noticing.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP (TTM)	**S-141**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C		16.00	$4,644.48	1	$4,644
CD-ADMIN	PW & CD-DIRECTOR		20.00	$5,165.20	1	$5,165
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**36.50**	**$9,891.42**		**$9,891**
		TOTALS	**36.50**	**$9,891.00**		**$9,891**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENTITLEMENT EXTENSION - ADMIN.	**S-142**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review the request for an extension to an approved application where the work can be performed administratively. This is a new fee to reflect the reduced work involved.

CURRENT FEE STRUCTURE

$2,363 plus the actual cost of publishing and noticing.

(Current Fee for a regular Entitlement Extension - S-143)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,363.00**	**TOTAL REVENUE:**	**$2,363**
UNIT COST:	**$517.00**	**TOTAL COST:**	**$517**
UNIT PROFIT (SUBSIDY):	**$1,846.00**	**TOTAL PROFIT (SUBSIDY):**	**$1,846**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**457.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$515

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENTITLEMENT EXTENSION - ADMIN.	**S-142**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		2.00	$516.52	1	$517
		TYPE SUBTOTAL	**2.00**	**$516.52**		**$517**
		TOTALS	**2.00**	**$517.00**		**$517**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENTITLEMENT EXTENSION	**S-143**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review the request for an extension to an approved application where construction was delayed to insure that no code changes have occurred that would require a revision to the original application. Includes a public hearing.

CURRENT FEE STRUCTURE

$2,363 plus the actual cost of publishing and noticing.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,363.00**	**TOTAL REVENUE:**	**$2,363**
UNIT COST:	**$2,664.00**	**TOTAL COST:**	**$2,664**
UNIT PROFIT (SUBSIDY):	**$(301.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(301)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**88.70%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,665 plus the actual cost of publishing and noticing.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ENTITLEMENT EXTENSION	**S-143**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		10.00	$2,582.60	1	$2,583
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**10.50**	**$2,664.34**		**$2,664**
		TOTALS	**10.50**	**$2,664.00**		**$2,664**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FINAL MAP CHECK	**S-144**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Reviewing the final map for compliance with City conditions and State Map Act requirements. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $1,959 The base fee includes up to 8 hrs. Additional time charged at $180 against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,959.00**	**TOTAL REVENUE:**	**$1,959**
UNIT COST:	**$2,921.00**	**TOTAL COST:**	**$2,921**
UNIT PROFIT (SUBSIDY):	**$(962.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(962)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**67.07%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $2,920 plus the actual cost of publishing and noticing. The base fee includes the first eight (8) hours of the Contract City Engineer. Any additional time of the Contract City Engineer is charged at $290 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FINAL MAP CHECK	**S-144**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	CITY ENGINEER-C	Base	8.00	$2,322.24	1	$2,322
CD-ADMIN	PW & CD-DIRECTOR		2.00	$516.52	1	$517
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**10.50**	**$2,920.50**		**$2,921**
		TOTALS	**10.50**	**$2,921.00**		**$2,921**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT (GPA)	**S-147**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Reviewing a request for a developer-initiated general plan amendment. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $9,789 plus the actual cost of publishing and noticing. The base fee includes up to 45 hrs. Additional time charged at $228 against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$9,789.00**	**TOTAL REVENUE:**	**$9,789**
UNIT COST:	**$12,557.00**	**TOTAL COST:**	**$12,557**
UNIT PROFIT (SUBSIDY):	**$(2,768.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,768)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**77.96%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $12,555 plus the actual cost of publishing and noticing. The base fee includes the first forty-five (45) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT (GPA)	**S-147**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	1	$180
CITY CLERK	C.CLK/EXEC.ASST		0.50	$92.76	1	$93
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	1	$581
CD-ADMIN	PW & CD-DIRECTOR	Base	45.00	$11,621.70	1	$11,622
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**48.50**	**$12,556.65**		**$12,557**
		TOTALS	**48.50**	**$12,557.00**		**$12,557**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONE CHANGE (ZC)	**S-152**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

Reviewing a request for change of zoning designation for a specific parcel. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $7,508 plus the actual cost of publishing and noticing. The base fee includes up to 30 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$7,508.00**	**TOTAL REVENUE:**	**$7,508**
UNIT COST:	**$8,683.00**	**TOTAL COST:**	**$8,683**
UNIT PROFIT (SUBSIDY):	**$(1,175.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,175)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**86.47%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $8,685 plus the actual cost of publishing and noticing. The base fee includes the first thirty (30) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ZONE CHANGE (ZC)	**S-152**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	1	$180
CITY CLERK	C.CLK/EXEC.ASST		0.50	$92.76	1	$93
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	1	$581
CD-ADMIN	PW & CD-DIRECTOR	Base	30.00	$7,747.80	1	$7,748
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**33.50**	**$8,682.75**		**$8,683**
		TOTALS	**33.50**	**$8,683.00**		**$8,683**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY BANNER/SIGN REVIEW	**S-162**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review an application for a temporary banner or sign to assure compliance with City Codes and, where applicable, to insure that the property owner is aware of the request.

CURRENT FEE STRUCTURE

$57 (owned property)
$228 (non-owned property)

(Budgeted Revenue is $1,100)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$180.65**	**TOTAL REVENUE:**	**$11,742**
UNIT COST:	**$204.62**	**TOTAL COST:**	**$13,300**
UNIT PROFIT (SUBSIDY):	**$(23.97)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,558)**
TOTAL UNITS:	**65**	**PCT. COST RECOVERY:**	**88.29%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$65 - on owned property
$260 - on non-owned property

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY BANNER/SIGN REVIEW	**S-162**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**65**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR	On Owned Property	0.25	$64.57	18	$1,162
		TYPE SUBTOTAL	**0.25**	**$64.57**		**$1,162**
CD-ADMIN	PW & CD-DIRECTOR	On Non-Owned Prop.	1.00	$258.26	47	$12,138
		TYPE SUBTOTAL	**1.00**	**$258.26**		**$12,138**
		TOTALS	**1.25**	**$204.62**		**$13,300**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SIGN PLAN REVIEW	**S-163**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To plan check and inspect a single sign.

CURRENT FEE STRUCTURE

$456

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$456.00**	**TOTAL REVENUE:**	**$9,120**
UNIT COST:	**$516.50**	**TOTAL COST:**	**$10,330**
UNIT PROFIT (SUBSIDY):	**$(60.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,210)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**88.29%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$515

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SIGN PLAN REVIEW	**S-163**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		2.00	$516.52	20	$10,330
		TYPE SUBTOTAL	**2.00**	**$516.52**		**$10,330**
		TOTALS	**2.00**	**$516.50**		**$10,330**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MASTER SIGN PLAN (MSP)	**S-164**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review the design for a development's signage.

CURRENT FEE STRUCTURE

$4,645 plus an additional $534 for monument signage

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,912.00**	**TOTAL REVENUE:**	**$9,824**
UNIT COST:	**$3,100.00**	**TOTAL COST:**	**$6,200**
UNIT PROFIT (SUBSIDY):	**$1,812.00**	**TOTAL PROFIT (SUBSIDY):**	**$3,624**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**158.45%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,665 plus an additional $870 if there is a monument sign

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MASTER SIGN PLAN (MSP)	**S-164**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		10.00	$2,582.60	2	$5,165
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	2	$163
		TYPE SUBTOTAL	**10.50**	**$2,664.34**		**$5,329**
PW-ENGINEERING	CITY ENGINEER-C	Add'l If Monument	3.00	$870.84	1	$871
		TYPE SUBTOTAL	**3.00**	**$870.84**		**$871**
		TOTALS	**13.50**	**$3,100.00**		**$6,200**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RESIDENTIAL REAL ESTATE SIGN	**S-165**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

This is for a commercial property rental sign. Once the customer has paid for this sign, it may be used for a long time.

CURRENT FEE STRUCTURE

$299

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$299.00**	**TOTAL REVENUE:**	**$299**
UNIT COST:	**$340.00**	**TOTAL COST:**	**$340**
UNIT PROFIT (SUBSIDY):	**$(41.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(41)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**87.94%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$340

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RESIDENTIAL REAL ESTATE SIGN	**S-165**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		1.00	$258.26	1	$258
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**1.50**	**$340.00**		**$340**
		TOTALS	**1.50**	**$340.00**		**$340**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
VARIANCE	**S-187**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a variance from the Zoning Code. Includes a public hearing.

CURRENT FEE STRUCTURE

Base Fee - $3,908 plus the actual cost of publishing and noticing. The base fee includes up to 15 hrs. Additional time charged at $228/hr against an initial deposit as determined by the City. Additional engineering consultant charges for Parking Variance.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,908.00**	**TOTAL REVENUE:**	**$3,908**
UNIT COST:	**$4,519.00**	**TOTAL COST:**	**$4,519**
UNIT PROFIT (SUBSIDY):	**$(611.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(611)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**86.48%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Base Fee - $4,520 plus the actual cost of publishing and noticing. The base fee includes the first fifteen (15) hours of the PW&CD-Director. Any additional time of the PW&CD-Director is charged at $258 per hour against an initial deposit as determined by the PW&CD-Director. If the variance is for parking, there is an additional charge for an engineering consultant.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
VARIANCE	**S-187**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	1	$180
CITY CLERK	C.CLK/EXEC.ASST		0.50	$92.76	1	$93
PW-ENGINEERING	CITY ENGINEER-C		1.00	$290.28	1	$290
CD-ADMIN	PW & CD-DIRECTOR	Base	15.00	$3,873.90	1	$3,874
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	1	$82
		TYPE SUBTOTAL	**17.50**	**$4,518.57**		**$4,519**
		TOTALS	**17.50**	**$4,519.00**		**$4,519**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MINOR EXCEPTION	**S-188**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a set-back or any minor exception that is less than or equal to 10% of any numerical standard set by the City.

CURRENT FEE STRUCTURE

$913

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$913.00**	**TOTAL REVENUE:**	**$2,739**
UNIT COST:	**$1,033.00**	**TOTAL COST:**	**$3,099**
UNIT PROFIT (SUBSIDY):	**$(120.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(360)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**88.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,035

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
MINOR EXCEPTION	**S-188**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		4.00	$1,033.04	3	$3,099
		TYPE SUBTOTAL	**4.00**	**$1,033.04**		**$3,099**
		TOTALS	**4.00**	**$1,033.00**		**$3,099**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMM.EVENT & SPECIAL PERMIT REVIEW	**S-190**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process an event that is in or impacts the City right-of-way.

CURRENT FEE STRUCTURE

$1,533

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,533.00**	**TOTAL REVENUE:**	**$6,132**
UNIT COST:	**$1,713.00**	**TOTAL COST:**	**$6,852**
UNIT PROFIT (SUBSIDY):	**$(180.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(720)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**89.49%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,715

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMM.EVENT & SPECIAL PERMIT REVIEW	**S-190**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR		6.00	$1,549.56	4	$6,198
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	4	$654
		TYPE SUBTOTAL	**7.00**	**$1,713.03**		**$6,852**
		TOTALS	**7.00**	**$1,713.00**		**$6,852**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW BUSINESS PLANNING REVIEW	**S-191**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To review a new business application to determine whether it is an "entitled" business and, if so, to process the transfer of the existing entitlement.

CURRENT FEE STRUCTURE

$228 (New)
$114 (Transfer)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$171.00**	**TOTAL REVENUE:**	**$1,710**
UNIT COST:	**$193.70**	**TOTAL COST:**	**$1,937**
UNIT PROFIT (SUBSIDY):	**$(22.70)**	**TOTAL PROFIT (SUBSIDY):**	**$(227)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**88.28%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$130 - New
$260 - transfer of entitlement

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW BUSINESS PLANNING REVIEW	**S-191**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN	PW & CD-DIRECTOR	Non-Entitled	0.50	$129.13	5	$646
		TYPE SUBTOTAL	**0.50**	**$129.13**		**$646**
CD-ADMIN	PW & CD-DIRECTOR	Tsfr Of Entitlement	1.00	$258.26	5	$1,291
		TYPE SUBTOTAL	**1.00**	**$258.26**		**$1,291**
		TOTALS	**1.50**	**$193.70**		**$1,937**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMMERCIAL FILMING PERMIT	**S-192**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To process a request for a commerical filming permit to identify and mitigate the impact on the City. This fee does not include the cost of Police and Public Works staff required to mitigate impacts on the City.

CURRENT FEE STRUCTURE

$1,682

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,682.00**	**TOTAL REVENUE:**	**$8,410**
UNIT COST:	**$1,893.00**	**TOTAL COST:**	**$9,465**
UNIT PROFIT (SUBSIDY):	**$(211.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,055)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**88.85%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,895

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMMERCIAL FILMING PERMIT	**S-192**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.50	$179.89	5	$899
CD-ADMIN	PW & CD-DIRECTOR		6.00	$1,549.56	5	$7,748
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	5	$817
		TYPE SUBTOTAL	**7.50**	**$1,892.92**		**$9,465**
		TOTALS	**7.50**	**$1,893.00**		**$9,465**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TECHNOLOGY SURCHARGE	**S-193**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	NA	

DESCRIPTION OF SERVICE

To recover the cost for the City's new permit tracking system.

CURRENT FEE STRUCTURE

5% Applied to Building, Planning and Engineering Permit Fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,000.00**	**TOTAL REVENUE:**	**$5,000**
UNIT COST:	**$57,100.00**	**TOTAL COST:**	**$57,100**
UNIT PROFIT (SUBSIDY):	**$(52,100.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(52,100)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**8.76%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

5% Applied to Building, Planning and Engineering Permit Fees

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TECHNOLOGY SURCHARGE	**S-193**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN		Permit Tracking Cost	0.00	$57,100.00	1	$57,100
		TYPE SUBTOTAL	**0.00**	**$57,100.00**		**$57,100**
		TOTALS	**0.00**	**$57,100.00**		**$57,100**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GEN'L PLAN+ZONING UPDATE SURCHARGE	**S-195**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-ADMINISTRATION	APPLICATION	

DESCRIPTION OF SERVICE

To recover the cost of the required periodic update to the City's General Plan which benefits all development in the City. There is a 10-year cycle which costs approximately $1M. The City residents should share the cost with development - 50% : 50%.

CURRENT FEE STRUCTURE

10% surcharge on building permits

)NOTE: The amortized annual cost of the City 50% share of an update is about $50,000 which is used as the cost for this service.)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

5% surcharge on building permits

(Note: The City estimates that the 5% surcharge will generate about $5,300 this year whereas the amortized cost is $50,000. City may wish to also apply the surcharge to Planning and Engineering permits and/or increase the percent. In addition, the surcharge revenue should be held in a trust account so that any balance is preserved for future fiscal years when the cost will incur.)

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GEN'L PLAN+ZONING UPDATE SURCHARGE	**S-195**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-ADMIN		Annualized Cost	0.00	$50,000.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$50,000.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RESPONSE/NON-COMPLIANCE	**S-197**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-CODE ENFORCEMENT	INCIDENT	

DESCRIPTION OF SERVICE

This charge would be levied when a resident or renter has failed to comply for the THIRD time with a request by the Code Enforcement Officer to mitigate a violation. Where no charge was imposed previously, this fee recovers the cost from the beginning.

CURRENT FEE STRUCTURE

$491

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$491.00**	**TOTAL REVENUE:**	**$1,473**
UNIT COST:	**$490.33**	**TOTAL COST:**	**$1,471**
UNIT PROFIT (SUBSIDY):	**$0.67**	**TOTAL PROFIT (SUBSIDY):**	**$2**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**100.14%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$490

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RESPONSE/NON-COMPLIANCE	**S-197**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.	First Request	1.00	$163.47	3	$490
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.	Third Request	1.00	$163.47	3	$490
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.	Second Request	1.00	$163.47	3	$490
		TYPE SUBTOTAL	**3.00**	**$490.41**		**$1,471**
		TOTALS	**3.00**	**$490.33**		**$1,471**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-STREET/SIDEWK	**S-203**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

To perform a plan check and inspection for a encroachment into the public right-of-way that requires a street and/or sidewalk closure.

CURRENT FEE STRUCTURE

$740 for the 1st Day plus Actual Cost for inspection after the first day at $134/hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$650.00**	**TOTAL REVENUE:**	**$40,950**
UNIT COST:	**$740.90**	**TOTAL COST:**	**$46,677**
UNIT PROFIT (SUBSIDY):	**$(90.90)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,727)**
TOTAL UNITS:	**63**	**PCT. COST RECOVERY:**	**87.73%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$740 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-STREET/SIDEWK	**S-203**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**63**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	63	$3,632
PW-ENGINEERING	CITY ENGINEER-C		0.50	$145.14	63	$9,144
PW-ENGINEERING	ENGINEERING TECH	1st Day	4.00	$538.12	63	$33,902
		TYPE SUBTOTAL	**5.00**	**$740.91**		**$46,677**
		TOTALS	**5.00**	**$740.90**		**$46,677**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-DUMPSTER	**S-204**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

To process a request to site a trash bin - dumpster in the City right-of-way to protect the street and minimize traffic issues. City also requires a refundable bond to insure removal of the bin/dumpster and street cleanup/repair.

CURRENT FEE STRUCTURE

$310

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$310.00**	**TOTAL REVENUE:**	**$7,130**
UNIT COST:	**$326.70**	**TOTAL COST:**	**$7,514**
UNIT PROFIT (SUBSIDY):	**$(16.70)**	**TOTAL PROFIT (SUBSIDY):**	**$(384)**
TOTAL UNITS:	**23**	**PCT. COST RECOVERY:**	**94.89%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$325

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-DUMPSTER	**S-204**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**23**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	23	$1,326
PW-ENGINEERING	ENGINEERING TECH		2.00	$269.06	23	$6,188
		TYPE SUBTOTAL	**2.50**	**$326.71**		**$7,514**
		TOTALS	**2.50**	**$326.70**		**$7,514**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-EXCAVATION	**S-205**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

To make an excavation in the public right-of-way to service a utility for an individual home or business.

CURRENT FEE STRUCTURE

$730 for the 1st Day plus Actual Cost for inspection after the first day at $125/hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$730.00**	**TOTAL REVENUE:**	**$11,680**
UNIT COST:	**$886.06**	**TOTAL COST:**	**$14,177**
UNIT PROFIT (SUBSIDY):	**$(156.06)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,497)**
TOTAL UNITS:	**16**	**PCT. COST RECOVERY:**	**82.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$885 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-EXCAVATION	**S-205**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**16**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	16	$922
PW-ENGINEERING	CITY ENGINEER-C		1.00	$290.28	16	$4,644
PW-ENGINEERING	ENGINEERING TECH	Base	4.00	$538.12	16	$8,610
		TYPE SUBTOTAL	**5.50**	**$886.05**		**$14,177**
		TOTALS	**5.50**	**$886.06**		**$14,177**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-STREET CUT	**S-206**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

To make an excavation in the public right-of-way to service a utility for more than an individual home or business.

CURRENT FEE STRUCTURE

Full Cost of City and Contract staff charged against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Full Cost of City and Contract staff charged against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
R-O-W ENCROACHMENT-STREET CUT	**S-206**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
OVERSIZE/OVERWEIGHT VEH.PMT.REVIEW	**S-208**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

Reviewing permit applications for oversize, overweight vehicles to travel on City streets.

CURRENT FEE STRUCTURE

$16 Single permit/rider or $90 annual permit (fee set by State). Special service charge of $50 per hour for applicable permits
(California Administrative Code, Title 21, Section 1411.3)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$90.00**	**TOTAL REVENUE:**	**$720**
UNIT COST:	**$91.25**	**TOTAL COST:**	**$730**
UNIT PROFIT (SUBSIDY):	**$(1.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(10)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**98.63%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$16 Single permit/rider or $90 annual permit (fee set by State). Special service charge of $50 per hour for applicable permits per California Administrative Code, Title 21, Section 1411.3

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
OVERSIZE/OVERWEIGHT VEH.PMT.REVIEW	**S-208**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	8	$461
PW-ENGINEERING	ENGINEERING TECH		0.25	$33.63	8	$269
		TYPE SUBTOTAL	**0.75**	**$91.28**		**$730**
		TOTALS	**0.75**	**$91.25**		**$730**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - <$5K	**S-217**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PROJECT	

DESCRIPTION OF SERVICE

To plan check and inspect public improvements with a construction cost less than $5 Thousand Dollars.

CURRENT FEE STRUCTURE

$845

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$845.00**	**TOTAL REVENUE:**	**$845**
UNIT COST:	**$1,176.00**	**TOTAL COST:**	**$1,176**
UNIT PROFIT (SUBSIDY):	**$(331.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(331)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**71.85%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,175

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - <$5K	**S-217**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	1	$58
PW-ENGINEERING	CITY ENGINEER-C		2.00	$580.56	1	$581
PW-ENGINEERING	ENGINEERING TECH		4.00	$538.12	1	$538
		TYPE SUBTOTAL	**6.50**	**$1,176.33**		**$1,176**
		TOTALS	**6.50**	**$1,176.00**		**$1,176**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - $5K-$25K	**S-219**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PROJECT	

DESCRIPTION OF SERVICE

To plan check and inspect public improvements with a construction cost from $5 Thousand Dollars to $25 Thousand Dollars.

CURRENT FEE STRUCTURE

$845 plus 10% of the project cost greater than $5,000

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,845.00**	**TOTAL REVENUE:**	**$2,845**
UNIT COST:	**$3,909.00**	**TOTAL COST:**	**$3,909**
UNIT PROFIT (SUBSIDY):	**$(1,064.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,064)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**72.78%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,175 plus 13.7% of the project cost greater than $5,000

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - $5K-$25K	**S-219**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	1	$58
PW-ENGINEERING	CITY ENGINEER-C		4.00	$1,161.12	1	$1,161
PW-ENGINEERING	ENGINEERING TECH		20.00	$2,690.60	1	$2,691
		TYPE SUBTOTAL	**24.50**	**$3,909.37**		**$3,909**
		TOTALS	**24.50**	**$3,909.00**		**$3,909**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - >$25K	**S-220**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PROJECT	

DESCRIPTION OF SERVICE

To plan check and inspect public improvements with a construction cost greater than $25 Thousand Dollars.

CURRENT FEE STRUCTURE

At the discretion of the City Engineer, the fee is:
EITHER: $2,845 plus 3.7% of the project cost greater than $25,000
OR: Actual Cost against an initial deposit as determined by the City

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,695.00**	**TOTAL REVENUE:**	**$4,695**
UNIT COST:	**$7,761.00**	**TOTAL COST:**	**$7,761**
UNIT PROFIT (SUBSIDY):	**$(3,066.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,066)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**60.49%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

At the discretion of the PW&CD-Director, the fee is:
EITHER: $3,915 plus 7.7% of the project cost greater than $25,000
OR: Actual Cost against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
IMPROVEMENT PLAN CK/INSP - >$25K	**S-220**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	1	$58
PW-ENGINEERING	CITY ENGINEER-C		8.00	$2,322.24	1	$2,322
PW-ENGINEERING	ENGINEERING TECH		40.00	$5,381.20	1	$5,381
		TYPE SUBTOTAL	**48.50**	**$7,761.09**		**$7,761**
		TOTALS	**48.50**	**$7,761.00**		**$7,761**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ANNUAL NPDES INSPECTION	**S-222**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	INSPECTION	

DESCRIPTION OF SERVICE

Annual inspection of water discharge system.

CURRENT FEE STRUCTURE

$268 - High Priority
$204 - Medium & Low Priority

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$221.13**	**TOTAL REVENUE:**	**$6,634**
UNIT COST:	**$589.63**	**TOTAL COST:**	**$17,689**
UNIT PROFIT (SUBSIDY):	**$(368.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,055)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**37.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$60 plus the actual cost of the NPDES consultant plus 93% overhead

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ANNUAL NPDES INSPECTION	**S-222**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	30	$1,730
PW-ENGINEERING	WTR.QUAL./FOG INSP-C		2.31	$531.97	30	$15,959
		TYPE SUBTOTAL	**2.81**	**$589.62**		**$17,689**
		TOTALS	**2.81**	**$589.63**		**$17,689**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NPDES REINSPECTION	**S-227**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	REINSPECTION	

DESCRIPTION OF SERVICE

To perform a third inspection when the business has not complied after the first two inspections.

CURRENT FEE STRUCTURE

$167 for each inspection after the first two.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$167.00**	**TOTAL REVENUE:**	**$835**
UNIT COST:	**$259.20**	**TOTAL COST:**	**$1,296**
UNIT PROFIT (SUBSIDY):	**$(92.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(461)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**64.43%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$260 for each inspection after the first two.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NPDES REINSPECTION	**S-227**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.25	$28.83	5	$144
PW-ENGINEERING	WTR.QUAL./FOG INSP-C		1.00	$230.29	5	$1,151
		TYPE SUBTOTAL	**1.25**	**$259.12**		**$1,296**
		TOTALS	**1.25**	**$259.20**		**$1,296**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WTR.QUAL.PLAN (WQMP)	**S-229**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	PLAN	

DESCRIPTION OF SERVICE

To review the accuracy and completeness of a water quality plan submitted for a project.

CURRENT FEE STRUCTURE

Full Cost of City staff and consultants charged against an initial deposit as determined by the City.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Full Cost of City staff and consultants charged against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WTR.QUAL.PLAN (WQMP)	**S-229**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW FOG DEVICE-PLN.CK/INSPECTION	**S-232**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	DEVICE	

DESCRIPTION OF SERVICE

To plan check and inspect a new fats, oil & grease (FOG) device to assure compliance with City standards.

CURRENT FEE STRUCTURE

$797

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$797.00**	**TOTAL REVENUE:**	**$2,391**
UNIT COST:	**$734.33**	**TOTAL COST:**	**$2,203**
UNIT PROFIT (SUBSIDY):	**$62.67**	**TOTAL PROFIT (SUBSIDY):**	**$188**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**108.53%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$245 plus the actual cost of the FOG consultant plus 93% overhead

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW FOG DEVICE-PLN.CK/INSPECTION	**S-232**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	3	$173
PW-ENGINEERING	WTR.QUAL./FOG MGR-C		1.00	$261.25	3	$784
PW-ENGINEERING	WTR.QUAL./FOG INSP-C		1.00	$230.29	3	$691
PW-STREETS	WATER SUPERVISOR		1.00	$185.09	3	$555
		TYPE SUBTOTAL	**3.50**	**$734.28**		**$2,203**
		TOTALS	**3.50**	**$734.33**		**$2,203**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ANNUAL FATS,OILS,GREASE PERMIT	**S-233**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

To issue a "Fats, Oils & Grease" (FOG) permit annually when the business confirms that it has complied with regulations.

CURRENT FEE STRUCTURE

$211

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$211.00**	**TOTAL REVENUE:**	**$8,440**
UNIT COST:	**$81.75**	**TOTAL COST:**	**$3,270**
UNIT PROFIT (SUBSIDY):	**$129.25**	**TOTAL PROFIT (SUBSIDY):**	**$5,170**
TOTAL UNITS:	**40**	**PCT. COST RECOVERY:**	**258.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$85

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ANNUAL FATS,OILS,GREASE PERMIT	**S-233**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**40**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.50	$81.74	40	$3,270
		TYPE SUBTOTAL	**0.50**	**$81.74**		**$3,270**
		TOTALS	**0.50**	**$81.75**		**$3,270**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GREASE DISPOSAL MITIGATION FEE	**S-235**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING		

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

$877

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$877.00**	**TOTAL REVENUE:**	**$877**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$877.00**	**TOTAL PROFIT (SUBSIDY):**	**$877**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$880 or the Full Cost of City and Contract staff charged against an initial deposit as determined by the PW&CD-Director.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GREASE DISPOSAL MITIGATION FEE	**S-235**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL REQUESTS FOR WORK CREW	**S-237**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-ENGINEERING		

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

Direct Labor Cost (DLC) Based on Total Billed Hours

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Direct Labor Cost (DLC) Based on Total Billed Hours

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL REQUESTS FOR WORK CREW	**S-237**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER TURN ON/OFF SERVICE	**S-242**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	REQUEST	

DESCRIPTION OF SERVICE

To turn off water for non-payment after a delinquent notice and a 23-hour warning. To turn the water back on after payment has been received.

CURRENT FEE STRUCTURE

$117 - During Working Hours
$311 - After Hours & weekends

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.12**	**TOTAL REVENUE:**	**$5,141**
UNIT COST:	**$94.38**	**TOTAL COST:**	**$8,494**
UNIT PROFIT (SUBSIDY):	**$(37.26)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,353)**
TOTAL UNITS:	**90**	**PCT. COST RECOVERY:**	**60.53%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$90 - During Working Hours
$245 - After Hours & weekends

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER TURN ON/OFF SERVICE	**S-242**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**90**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-WATER BILLING	WTR SVC WKR II	Working Hrs	0.75	$91.01	88	$8,009
		TYPE SUBTOTAL	**0.75**	**$91.01**		**$8,009**
PW-WATER BILLING	WTR SVC WKR II	After Hours	2.00	$242.68	2	$485
		TYPE SUBTOTAL	**2.00**	**$242.68**		**$485**
		TOTALS	**2.75**	**$94.38**		**$8,494**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER ACCOUNT DELNQUENCY NOTICES	**S-243**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	NOTICE	

DESCRIPTION OF SERVICE

To recover the cost of providing delinquent notices to customers that do not pay on time.

CURRENT FEE STRUCTURE

$35

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$35.00**	**TOTAL REVENUE:**	**$42,000**
UNIT COST:	**$19.54**	**TOTAL COST:**	**$23,448**
UNIT PROFIT (SUBSIDY):	**$15.46**	**TOTAL PROFIT (SUBSIDY):**	**$18,552**
TOTAL UNITS:	**1,200**	**PCT. COST RECOVERY:**	**179.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$20

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER ACCOUNT DELNQUENCY NOTICES	**S-243**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,200**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-WATER BILLING	ASST.CITY MGR		0.01	$3.03	1,200	$3,636
PW-WATER BILLING	WATER SUPERVISOR		0.05	$8.37	1,200	$10,044
PW-WATER BILLING	WTR SVC WKR II		0.05	$5.85	1,200	$7,020
PW-WATER BILLING	MGMT.ANALYST		0.01	$0.71	1,200	$852
PW-WATER BILLING	ACCT.CLERK		0.01	$1.58	1,200	$1,896
		TYPE SUBTOTAL	**0.13**	**$19.54**		**$23,448**
		TOTALS	**0.13**	**$19.54**		**$23,448**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DISCONNECTION OF WATER SERVICE	**S-244**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	DISCONNECTION	

DESCRIPTION OF SERVICE

To remove a meter or take other action when a customer refuses to pay and turns the water on after the City has repeatedly turned it off.

CURRENT FEE STRUCTURE

Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DISCONNECTION OF WATER SERVICE	**S-244**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER METER TESTING	**S-246**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	TEST	

DESCRIPTION OF SERVICE

To test a meter at the request of a water customer who feels that the meter is not accurate.

CURRENT FEE STRUCTURE

$272

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$117.00**	**TOTAL REVENUE:**	**$117**
UNIT COST:	**$212.00**	**TOTAL COST:**	**$212**
UNIT PROFIT (SUBSIDY):	**$(95.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(95)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**55.19%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$210

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WATER METER TESTING	**S-246**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-WATER BILLING	WTR SVC WKR II		1.75	$212.35	1	$212
		TYPE SUBTOTAL	**1.75**	**$212.35**		**$212**
		TOTALS	**1.75**	**$212.00**		**$212**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 5/8" x 3/4"	**S-248**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

To install a 5/8" x 3/4" meter at the request of a customer.

CURRENT FEE STRUCTURE

$193 plus actual meter cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$133.00**	**TOTAL REVENUE:**	**$1,064**
UNIT COST:	**$150.13**	**TOTAL COST:**	**$1,201**
UNIT PROFIT (SUBSIDY):	**$(17.13)**	**TOTAL PROFIT (SUBSIDY):**	**$(137)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**88.59%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$150 plus actual meter cost

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 5/8" x 3/4"	**S-248**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.25	$28.83	8	$231
PW-WATER BILLING	WTR SVC WKR II		1.00	$121.34	8	$971
		TYPE SUBTOTAL	**1.25**	**$150.17**		**$1,201**
		TOTALS	**1.25**	**$150.13**		**$1,201**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 1"	**S-253**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

$231 plus actual meter cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$231.00**	**TOTAL REVENUE:**	**$231**
UNIT COST:	**$272.00**	**TOTAL COST:**	**$272**
UNIT PROFIT (SUBSIDY):	**$(41.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(41)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**84.93%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$210 plus actual meter cost

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 1"	**S-253**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.25	$28.83	1	$29
PW-WATER BILLING	WTR SVC WKR II		2.00	$242.68	1	$243
		TYPE SUBTOTAL	**2.25**	**$271.51**		**$272**
		TOTALS	**2.25**	**$272.00**		**$272**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 1-1/2"	**S-255**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

$386 plus actual meter cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$386.00**	**TOTAL REVENUE:**	**$386**
UNIT COST:	**$332.00**	**TOTAL COST:**	**$332**
UNIT PROFIT (SUBSIDY):	**$54.00**	**TOTAL PROFIT (SUBSIDY):**	**$54**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**116.27%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$270 plus actual meter cost

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 1-1/2"	**S-255**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.25	$28.83	1	$29
PW-WATER BILLING	WTR SVC WKR II		2.50	$303.35	1	$303
		TYPE SUBTOTAL	**2.75**	**$332.18**		**$332**
		TOTALS	**2.75**	**$332.00**		**$332**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 2"	**S-257**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

$386 plus actual meter cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$386.00**	**TOTAL REVENUE:**	**$386**
UNIT COST:	**$393.00**	**TOTAL COST:**	**$393**
UNIT PROFIT (SUBSIDY):	**$(7.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(7)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**98.22%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$330 plus actual meter cost

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - 2"	**S-257**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.25	$28.83	1	$29
PW-WATER BILLING	WTR SVC WKR II		3.00	$364.02	1	$364
		TYPE SUBTOTAL	**3.25**	**$392.85**		**$393**
		TOTALS	**3.25**	**$393.00**		**$393**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - >2"	**S-259**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
METER INSTALLATION - >2"	**S-259**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY CONSTRUCTION METER	**S-262**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PW-WATER	METER	

DESCRIPTION OF SERVICE

To install and remove a meter from a fire hydrant that is used for water during construction.

CURRENT FEE STRUCTURE

$231 plus meter deposit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$66.50**	**TOTAL REVENUE:**	**$266**
UNIT COST:	**$179.00**	**TOTAL COST:**	**$716**
UNIT PROFIT (SUBSIDY):	**$(112.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(450)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**37.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$180 plus meter deposit

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TEMPORARY CONSTRUCTION METER	**S-262**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ADMIN	ADMIN.ASSISTANT		0.50	$57.65	4	$231
PW-WATER BILLING	WTR SVC WKR II		1.00	$121.34	4	$485
		TYPE SUBTOTAL	**1.50**	**$178.99**		**$716**
		TOTALS	**1.50**	**$179.00**		**$716**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FINGERPRINTING	**S-307**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PER CARD	

DESCRIPTION OF SERVICE

To fingerprint a resident at their request.

CURRENT FEE STRUCTURE

$30

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$30.00**	**TOTAL REVENUE:**	**$900**
UNIT COST:	**$30.97**	**TOTAL COST:**	**$929**
UNIT PROFIT (SUBSIDY):	**$(0.97)**	**TOTAL PROFIT (SUBSIDY):**	**$(29)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**96.88%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FINGERPRINTING	**S-307**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-RECORDS & COMM.	RECORDS CLERK		0.25	$30.97	30	$929
		TYPE SUBTOTAL	**0.25**	**$30.97**		**$929**
		TOTALS	**0.25**	**$30.97**		**$929**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TOWING/STORING VEHICLE-PRIV.PROP.	**S-311**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

To tow and store a vehicle abandoned on private property at the request of the property owner.

CURRENT FEE STRUCTURE

$148

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$148.00**	**TOTAL REVENUE:**	**$148**
UNIT COST:	**$154.00**	**TOTAL COST:**	**$154**
UNIT PROFIT (SUBSIDY):	**$(6.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(6)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**96.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$155

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TOWING/STORING VEHICLE-PRIV.PROP.	**S-311**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	POLICE OFFICER		0.75	$132.90	1	$133
PD-RECORDS & COMM.	RECORDS CLERK		0.17	$21.06	1	$21
		TYPE SUBTOTAL	**0.92**	**$153.96**		**$154**
		TOTALS	**0.92**	**$154.00**		**$154**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
LOUD PARTY SERVICE FEE	**S-318**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HOURLY	

DESCRIPTION OF SERVICE

To respond a second time at a loud party when the property owner was warned that a response to a continuing disturbance would be billed.

CURRENT FEE STRUCTURE

The greater of $329 or Actual Cost at the staff's Fully-Burdened Hourly Rate

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$329.00**	**TOTAL REVENUE:**	**$329**
UNIT COST:	**$354.00**	**TOTAL COST:**	**$354**
UNIT PROFIT (SUBSIDY):	**$(25.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(25)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**92.94%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

The greater of $355 or Actual Cost at the staff's Fully-Burdened Hourly Rate

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
LOUD PARTY SERVICE FEE	**S-318**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	SERGEANT		0.50	$122.25	1	$122
PD-PATROL	POLICE OFFICER		0.50	$88.60	1	$89
PD-RECORDS & COMM.	DISPATCHER		0.50	$81.19	1	$81
PD-RECORDS & COMM.	RECORDS CLERK		0.50	$61.93	1	$62
		TYPE SUBTOTAL	**2.00**	**$353.97**		**$354**
		TOTALS	**2.00**	**$354.00**		**$354**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
EMERG.RESPNSE-DUI TRAFFIC COLLISION	**S-322**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

Direct Labor Cost of Police Officer(s) Involved

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Direct Labor Cost of Police Officer(s) Involved

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
EMERG.RESPNSE-DUI TRAFFIC COLLISION	**S-322**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FALSE ALARM PREVENTION	**S-326**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	ALARM	

DESCRIPTION OF SERVICE

To discourage false alarms by charging the cost of police officers responding to alarms from repeat offenders who have more than three false alarms in a 12-month period.

CURRENT FEE STRUCTURE

Each Call After 3/Year: Direct Labor Cost of Police Officer(s) Involved

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Each Call After 3/Year: Direct Labor Cost of Police Officer(s) Involved

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
FALSE ALARM PREVENTION	**S-326**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ALARM PERMIT	**S-327**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

The City has an alarm permit in order to be able to contact the property owner if a burglary alarm should go off. This is a one time fee.

CURRENT FEE STRUCTURE

$47

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$47.00**	**TOTAL REVENUE:**	**$188**
UNIT COST:	**$21.00**	**TOTAL COST:**	**$84**
UNIT PROFIT (SUBSIDY):	**$26.00**	**TOTAL PROFIT (SUBSIDY):**	**$104**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**223.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$21

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
ALARM PERMIT	**S-327**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-RECORDS & COMM.	RECORDS CLERK		0.17	$21.06	4	$84
		TYPE SUBTOTAL	**0.17**	**$21.06**		**$84**
		TOTALS	**0.17**	**$21.00**		**$84**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
VIN VERIFICATION	**S-340**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	VIN NUMBER	

DESCRIPTION OF SERVICE

To confirm the Vehicle Identification Number at the request of someone who is trying to register a previously unlicensed vehicle with the DMV.

CURRENT FEE STRUCTURE

$50 - Resident (26% Recovery)
$207 - Non Resident

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$207.00**	**TOTAL REVENUE:**	**$207**
UNIT COST:	**$232.00**	**TOTAL COST:**	**$232**
UNIT PROFIT (SUBSIDY):	**$(25.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(25)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**89.22%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$60 - Resident (26% Recovery)
$230 - Non Resident

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
VIN VERIFICATION	**S-340**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	POLICE OFFICER		0.50	$88.60	1	$89
PD-RECORDS & COMM.	DISPATCHER		0.50	$81.19	1	$81
PD-RECORDS & COMM.	RECORDS CLERK		0.50	$61.93	1	$62
		TYPE SUBTOTAL	**1.50**	**$231.72**		**$232**
		TOTALS	**1.50**	**$232.00**		**$232**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RES EQPT, CDL+REGISTRN.SIGN-OFF	**S-344**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CITATION	

DESCRIPTION OF SERVICE

To confirm that the equipment cited as defective has been fixed.

CURRENT FEE STRUCTURE

$0 - Resident
$164 - Non-Resident

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$164.00**	**TOTAL REVENUE:**	**$164**
UNIT COST:	**$30.00**	**TOTAL COST:**	**$30**
UNIT PROFIT (SUBSIDY):	**$134.00**	**TOTAL PROFIT (SUBSIDY):**	**$134**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**546.67%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$0 - Resident
$30 - Non-Resident

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NON-RES EQPT, CDL+REGISTRN.SIGN-OFF	**S-344**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	POLICE OFFICER		0.17	$30.12	1	$30
		TYPE SUBTOTAL	**0.17**	**$30.12**		**$30**
		TOTALS	**0.17**	**$30.00**		**$30**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
RELEASING STORED &/OR IMPOUNDED VEH	**S-349**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	VEHICLE	

DESCRIPTION OF SERVICE

To process the impound of a vehicle and the subsequent release of the vehicle. Does not include the charges of the towing company.

CURRENT FEE STRUCTURE

$345

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$345.00**	**TOTAL REVENUE:**	**$10,350**
UNIT COST:	**$340.33**	**TOTAL COST:**	**$10,210**
UNIT PROFIT (SUBSIDY):	**$4.67**	**TOTAL PROFIT (SUBSIDY):**	**$140**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**101.37%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$340

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
RELEASING STORED &/OR IMPOUNDED VEH	**S-349**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	SERGEANT	Impound	0.50	$122.25	30	$3,668
PD-PATROL	POLICE OFFICER	Impound	1.00	$177.20	30	$5,316
PD-RECORDS & COMM.	RECORDS CLERK	Impound & Release	0.33	$40.87	30	$1,226
		TYPE SUBTOTAL	**1.83**	**$340.32**		**$10,210**
		TOTALS	**1.83**	**$340.33**		**$10,210**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SUBPOENA FEE-RECDS PER CA EC Sc1563	**S-355**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	SUBPOENA	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

$67 (fee established by the State)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$67.00**	**TOTAL REVENUE:**	**$938**
UNIT COST:	**$68.14**	**TOTAL COST:**	**$954**
UNIT PROFIT (SUBSIDY):	**$(1.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(16)**
TOTAL UNITS:	**14**	**PCT. COST RECOVERY:**	**98.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$67 (fee established by the State)

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SUBPOENA FEE-RECDS PER CA EC Sc1563	**S-355**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**14**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-RECORDS & COMM.	RECORDS CLERK		0.55	$68.12	14	$954
		TYPE SUBTOTAL	**0.55**	**$68.12**		**$954**
		TOTALS	**0.55**	**$68.14**		**$954**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
BOOKING FEE RECOVERY	**S-377**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	BOOKING	

DESCRIPTION OF SERVICE

This service is to recover the City's costs in booking a suspect in the County jail. Recovery would be dependent on conviction and the court making the charge a condition of parole.

CURRENT FEE STRUCTURE

$530

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$530

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
BOOKING FEE RECOVERY	**S-377**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-PATROL	POLICE OFFICER	2 Off.-1.5 Hrs/Ea.	3.00	$531.60	0	$0
		TYPE SUBTOTAL	**3.00**	**$531.60**		**$0**
		TOTALS	**3.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WITNESS FEE PER GOV.CODE 68097.1	**S-379**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HOUR	

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

Direct Labor Cost of Police Officer(s) Involved

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Direct Labor Cost of Police Officer(s) Involved

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
WITNESS FEE PER GOV.CODE 68097.1	**S-379**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMMUNITY CENTER RENTAL	**S-405**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
COMMUNITY SERVICES	RENTAL	

DESCRIPTION OF SERVICE

Rental of community center rooms.

CURRENT FEE STRUCTURE

No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$60,000.00**	**TOTAL REVENUE:**	**$60,000**
UNIT COST:	**$150,952.00**	**TOTAL COST:**	**$150,952**
UNIT PROFIT (SUBSIDY):	**$(90,952.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(90,952)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**39.75%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COMMUNITY CENTER RENTAL	**S-405**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-REC.FAC.OPNS	COMM.SVCS.SUPVSR		194.38	$31,419.58	1	$31,420
CS-REC.FAC.OPNS	REC.COORDINATOR		194.38	$20,746.18	1	$20,746
CS-REC.FAC.OPNS	REC STAFF-PT		3,000.00	$72,240.00	1	$72,240
CS-REC.FAC.OPNS	OVERTIME		400.00	$9,196.00	1	$9,196
PW-CITYWIDE MTC	CUSTODIAN		225.48	$17,350.69	1	$17,351
		TYPE SUBTOTAL	**4,014.24**	**$150,952.45**		**$150,952**
		TOTALS	**4,014.24**	**$150,952.00**		**$150,952**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
OUTDOOR RENTALS	**S-410**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
COMMUNITY SERVICES	RENTAL	

DESCRIPTION OF SERVICE

To rent a park gazebo or the Pavilion for private parties; to rent the softball fields with and without lights; and, to rent the tennis courts.

CURRENT FEE STRUCTURE

No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$25,000.00**	**TOTAL REVENUE:**	**$25,000**
UNIT COST:	**$46,390.00**	**TOTAL COST:**	**$46,390**
UNIT PROFIT (SUBSIDY):	**$(21,390.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(21,390)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**53.89%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No fee recommendation is made. The City can charge any rental fee it wants, the only limit is what the market will bear which will always be less than full cost.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
OUTDOOR RENTALS	**S-410**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-REC.FAC.OPNS	REC.COORDINATOR		77.75	$8,298.26	1	$8,298
CS-REC.FAC.OPNS	REC STAFF-PT		1,200.00	$28,896.00	1	$28,896
CS-REC.FAC.OPNS	OVERTIME		400.00	$9,196.00	1	$9,196
		TYPE SUBTOTAL	**1,677.75**	**$46,390.26**		**$46,390**
		TOTALS	**1,677.75**	**$46,390.00**		**$46,390**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL EVENTS	**S-425**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CS-SPECIAL EVENTS		

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

July 4th Distance Run - $15,900
Festival of Nations - $10,500
Cultural & Beautification - $2,700

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$29,100.00**	**TOTAL REVENUE:**	**$29,100**
UNIT COST:	**$282,105.00**	**TOTAL COST:**	**$282,105**
UNIT PROFIT (SUBSIDY):	**$(253,005.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(253,005)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**10.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

City should continue to charge participation fees to the extent possible

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL EVENTS	**S-425**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-SPCL.EVENTS	REC.COORDINATOR		303.23	$32,372.83	1	$32,373
CS-SPCL.EVENTS	REC STAFF-PT		1,300.00	$18,798.00	1	$18,798
CS-SPCL.EVENTS	OVERTIME		600.00	$18,384.00	1	$18,384
CS-SPCL.EVENTS		Event Supplies	0.00	$95,200.00	1	$95,200
CS-SPCL.EVENTS		Event Costs	0.00	$111,850.00	1	$111,850
CS-SPCL.EVENTS		Prof.Services	0.00	$5,500.00	1	$5,500
		TYPE SUBTOTAL	**2,203.23**	**$282,104.83**		**$282,105**
		TOTALS	**2,203.23**	**$282,105.00**		**$282,105**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONTRACT CLASSES	**S-430**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CS-HEALTH & WELLNESS		

DESCRIPTION OF SERVICE

Contract classes taught in various specialty areas. Quarterly brochure advertises City news, classes and events.

CURRENT FEE STRUCTURE

Resident Class Fee varies by program. The instructor receives 65% of the fee and 35% goes to the City for administration and providing a class location.

Non-Resident Class Fee = Resident fee plus $20

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$100,000.00**	**TOTAL REVENUE:**	**$100,000**
UNIT COST:	**$288,752.00**	**TOTAL COST:**	**$288,752**
UNIT PROFIT (SUBSIDY):	**$(188,752.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(188,752)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**34.63%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No fee recommendation is made.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CONTRACT CLASSES	**S-430**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-HEALTH & WELLNES	CONTRACT INSTRUCTORS		2,000.00	$150,800.00	1	$150,800
CS-HEALTH & WELLNES		Printing & Repro	0.00	$33,000.00	1	$33,000
CS-REC.FAC.OPNS	REC.COORDINATOR		194.38	$20,746.18	1	$20,746
CS-REC.FAC.OPNS	REC STAFF-PT		3,000.00	$72,240.00	1	$72,240
PW-CITYWIDE MTC	CUSTODIAN		155.50	$11,965.73	1	$11,966
		TYPE SUBTOTAL	**5,349.88**	**$288,751.91**		**$288,752**
		TOTALS	**5,349.88**	**$288,752.00**		**$288,752**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TINY TOT PROGRAM	**S-435**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CS-YOUTH & FAMILY	PARTICIPANT	

DESCRIPTION OF SERVICE

To operate the Tiny Tot Program.

CURRENT FEE STRUCTURE

$4.00 per hour - Resident
$4.65 per hour - Non-Resident plus a $20 class charge

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$63,900.00**	**TOTAL REVENUE:**	**$63,900**
UNIT COST:	**$133,646.00**	**TOTAL COST:**	**$133,646**
UNIT PROFIT (SUBSIDY):	**$(69,746.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(69,746)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**47.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No fee recommendation is made.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
TINY TOT PROGRAM	**S-435**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-REC.FAC.OPNS	REC.COORDINATOR		38.88	$4,149.66	1	$4,150
CS-REC.FAC.OPNS	REC STAFF-PT		600.00	$14,448.00	1	$14,448
CS-YTH & FAMILY	REC STAFF-PT		3,394.80	$107,717.00	1	$107,717
CS-YTH & FAMILY	OVERTIME		24.60	$485.11	1	$485
CS-YTH & FAMILY		Program Direct Costs	0.00	$3,854.00	1	$3,854
PW-CITYWIDE MTC	CUSTODIAN		38.88	$2,991.82	1	$2,992
		TYPE SUBTOTAL	**4,097.16**	**$133,645.59**		**$133,646**
		TOTALS	**4,097.16**	**$133,646.00**		**$133,646**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DAY CAMP	**S-440**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CS-YOUTH & FAMILY	PARTICIPANT	

DESCRIPTION OF SERVICE

To operate a Day Camp Program.

CURRENT FEE STRUCTURE

$145 per week - Resident
$152 per week - Non-Resident

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$355.00**	**TOTAL REVENUE:**	**$63,900**
UNIT COST:	**$861.12**	**TOTAL COST:**	**$155,002**
UNIT PROFIT (SUBSIDY):	**$(506.12)**	**TOTAL PROFIT (SUBSIDY):**	**$(91,102)**
TOTAL UNITS:	**180**	**PCT. COST RECOVERY:**	**41.23%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No fee recommendation is made.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DAY CAMP	**S-440**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**180**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CS-REC.FAC.OPNS	REC.COORDINATOR		0.22	$23.05	180	$4,149
CS-REC.FAC.OPNS	REC STAFF-PT		3.33	$80.27	180	$14,449
CS-YTH & FAMILY	REC STAFF-PT		14.41	$457.34	180	$82,321
CS-YTH & FAMILY	OVERTIME		0.42	$8.26	180	$1,487
CS-YTH & FAMILY		Direct Program Costs	0.00	$292.20	180	$52,596
		TYPE SUBTOTAL	**18.38**	**$861.12**		**$155,002**
		TOTALS	**18.38**	**$861.12**		**$155,002**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW BUSINESS APPLICATION REVIEW	**S-511**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-CODE ENF	LICENSE	

DESCRIPTION OF SERVICE

To process an application for a new business license. If review by the planning department is required, that review is covered by S-191.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$245.20**	**TOTAL COST:**	**$11,034**
UNIT PROFIT (SUBSIDY):	**$(245.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,034)**
TOTAL UNITS:	**45**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$245 for the review of a business license application to assure that it meets all City Codes. For applications requiring a zoning review, see S-191.

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NEW BUSINESS APPLICATION REVIEW	**S-511**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**45**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.50	$245.21	45	$11,034
		TYPE SUBTOTAL	**1.50**	**$245.21**		**$11,034**
		TOTALS	**1.50**	**$245.20**		**$11,034**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DUPLICATE BUSINESS LICENSE	**S-515**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-CODE ENF	LICENSE	

DESCRIPTION OF SERVICE

To replace a lost or destroyed license upon licensee filing an affidavit attesting to such fact.

CURRENT FEE STRUCTURE

$28

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$28.00**	**TOTAL REVENUE:**	**$420**
UNIT COST:	**$27.80**	**TOTAL COST:**	**$417**
UNIT PROFIT (SUBSIDY):	**$0.20**	**TOTAL PROFIT (SUBSIDY):**	**$3**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**100.72%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
DUPLICATE BUSINESS LICENSE	**S-515**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		0.17	$27.79	15	$417
		TYPE SUBTOTAL	**0.17**	**$27.79**		**$417**
		TOTALS	**0.17**	**$27.80**		**$417**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL BUS.PERMIT APPL./RENEWAL	**S-521**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-CODE ENF	APPLICATION	

DESCRIPTION OF SERVICE

To process a special permit application or its renewal.

CURRENT FEE STRUCTURE

$308

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$308.00**	**TOTAL REVENUE:**	**$6,160**
UNIT COST:	**$310.25**	**TOTAL COST:**	**$6,205**
UNIT PROFIT (SUBSIDY):	**$(2.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(45)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**99.27%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$310

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL BUS.PERMIT APPL./RENEWAL	**S-521**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PD-INVESTIG.	SERGEANT		0.50	$146.79	20	$2,936
CD-CODE+BUS.LIC.	CODE ENF+BUS.LIC.OFF.		1.00	$163.47	20	$3,269
		TYPE SUBTOTAL	**1.50**	**$310.26**		**$6,205**
		TOTALS	**1.50**	**$310.25**		**$6,205**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL PERMIT COMMITTEE REVIEW	**S-522**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CD-CODE ENF	PERMIT	

DESCRIPTION OF SERVICE

To review the proposed business location and owner background for a new Massage Parlor or other business subject to public safety concerns.

CURRENT FEE STRUCTURE

$270

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$270.00**	**TOTAL REVENUE:**	**$270**
UNIT COST:	**$309.00**	**TOTAL COST:**	**$309**
UNIT PROFIT (SUBSIDY):	**$(39.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(39)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**87.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$310

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
SPECIAL PERMIT COMMITTEE REVIEW	**S-522**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY MANAGER	CITY MANAGER		0.33	$118.73	1	$119
PD-OPERATIONS	CAPTAIN		0.33	$105.50	1	$106
CD-ADMIN	PW & CD-DIRECTOR		0.33	$85.23	1	$85
		TYPE SUBTOTAL	**0.99**	**$309.46**		**$309**
		TOTALS	**0.99**	**$309.00**		**$309**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
RETURNED (NSF) CHECK	**S-555**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FISCAL SERVICES	CHECK	

DESCRIPTION OF SERVICE

To process the collection on a check that was issued to the City with insufficient funds in the bank to cover it.

CURRENT FEE STRUCTURE

1st NSF check $49; subsequent NSF checks $59

(Per CA Civil Code: 1st NSF check is limited to a $25 fee; each subsequent NSF check is limited to $35 fee. The current bank charge is $24.)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$37.00**	**TOTAL REVENUE:**	**$111**
UNIT COST:	**$131.00**	**TOTAL COST:**	**$393**
UNIT PROFIT (SUBSIDY):	**$(94.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(282)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**28.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 20%

1st NSF check $49; subsequent NSF checks $59

(Per CA Civil Code: 1st NSF check is limited to a $25 fee; each subsequent NSF check is limited to $35 fee. The current bank charge is $24.)

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
RETURNED (NSF) CHECK	**S-555**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FISCAL SERVICES	ACCTING.SUPVSR		0.75	$130.97	3	$393
		TYPE SUBTOTAL	**0.75**	**$130.97**		**$393**
		TOTALS	**0.75**	**$131.00**		**$393**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COPY CHARGE	**S-558**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ALL DEPARTMENTS	COPY	

DESCRIPTION OF SERVICE

To recover the direct cost of all copies, blueprints, books as allowed by the Public Records Act. This service covers all departments selling copies, maps, reports, photos, etc.

CURRENT FEE STRUCTURE

Direct Materials & Direct Labor as allowed by the Public Records Act

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Direct Materials & Direct Labor as allowed by the Public Records Act

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
COPY CHARGE	**S-558**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CREDIT CARD PROCESSING SURCHARGE	**S-560**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FISCAL SERVICES	NA	

DESCRIPTION OF SERVICE

To charge a customer that uses a credit card with the bank charge that the City pays to the bank. Varies with credit card company from 2% to 4%.

CURRENT FEE STRUCTURE

Surcharge based on the bank charge for that credit card

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$18,700.00**	**TOTAL COST:**	**$18,700**
UNIT PROFIT (SUBSIDY):	**$(18,700.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(18,700)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Surcharge based on the bank charge for that credit card

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
CREDIT CARD PROCESSING SURCHARGE	**S-560**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FISCAL SERVICES		Bank Svc Chgs	0.00	$3,000.00	1	$3,000
PD-ADMIN.		Police	0.00	$500.00	1	$500
CS-ADMIN.		Recreation	0.00	$1,500.00	1	$1,500
CD-BUILDING+SAFETY		B&S Costs	0.00	$7,000.00	1	$7,000
CD-CODE+BUS.LIC.		Business Licenses	0.00	$6,700.00	1	$6,700
		TYPE SUBTOTAL	**0.00**	**$18,700.00**		**$18,700**
		TOTALS	**0.00**	**$18,700.00**		**$18,700**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NOTARY SERVICE	**S-562**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	NOTARY	

DESCRIPTION OF SERVICE

To notarize a document at the request of a customer.

CURRENT FEE STRUCTURE

$15 - mandated by State

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15.00**	**TOTAL REVENUE:**	**$150**
UNIT COST:	**$14.80**	**TOTAL COST:**	**$148**
UNIT PROFIT (SUBSIDY):	**$0.20**	**TOTAL PROFIT (SUBSIDY):**	**$2**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**101.35%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$15 - mandated by State

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
NOTARY SERVICE	**S-562**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	C.CLK/EXEC.ASST		0.08	$14.84	10	$148
		TYPE SUBTOTAL	**0.08**	**$14.84**		**$148**
		TOTALS	**0.08**	**$14.80**		**$148**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL FUND SUPPORT OF WATER FUND	**S-610**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	NA	

DESCRIPTION OF SERVICE

To provide General Fund support to the Water Fund.

CURRENT FEE STRUCTURE

City should recover full cost of General Fund Support

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$682,900.00**	**TOTAL REVENUE:**	**$682,900**
UNIT COST:	**$734,018.00**	**TOTAL COST:**	**$734,018**
UNIT PROFIT (SUBSIDY):	**$(51,118.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(51,118)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**93.04%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

City should recover full cost of General Fund Support

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL FUND SUPPORT OF WATER FUND	**S-610**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-WATER ADMIN.		CAP Chg To Admin	0.00	$157,276.00	1	$157,276
PW-WATER BILLING		CAP Chg To Billing	0.00	$198,962.00	1	$198,962
PW-WATER PRODUCTIC		CAP Chg To Prod'n	0.00	$277,090.00	1	$277,090
PW-WATER TRANSMISS		CAP Chg To Trans.	0.00	$100,690.00	1	$100,690
		TYPE SUBTOTAL	**0.00**	**$734,018.00**		**$734,018**
		TOTALS	**0.00**	**$734,018.00**		**$734,018**

CITY OF LA PALMA, CALIFORNIA
REVENUE AND COST SUMMARY WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL FUND SUPPORT OF SEWER FUND	**S-620**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	NA	

DESCRIPTION OF SERVICE

To provide General Fund support to the Sewer Fund.

CURRENT FEE STRUCTURE

City should recover full cost of General Fund Support

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$100,000.00**	**TOTAL REVENUE:**	**$100,000**
UNIT COST:	**$105,046.00**	**TOTAL COST:**	**$105,046**
UNIT PROFIT (SUBSIDY):	**$(5,046.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,046)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**95.20%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

City should recover full cost of General Fund Support

CITY OF LA PALMA, CALIFORNIA
COST DETAIL WORKSHEET
Fiscal Year 2025-2026

SERVICE	REFERENCE NO.
GENERAL FUND SUPPORT OF SEWER FUND	**S-620**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-SEWER OPERATION		CAP Chg To Sewer	0.00	$105,046.00	1	$105,046
		TYPE SUBTOTAL	**0.00**	**$105,046.00**		**$105,046**
		TOTALS	**0.00**	**$105,046.00**		**$105,046**

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Schedule No. 1
Building and Safety Fee Schedule

Building Permit Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	1	Building Permit & Plan Check Fee Table, Project Valuation Based on Current ICC Building Valuatuion Data or Bid	Per Table	Per Table
S-050	2	Tenant Improvements | $32.00/s.f. = Valuation	Per Table	Per Table
S-050	3	Patio Cover | $15.00/s.f. = Valuation	Per Table	Per Table
S-050	4	Patio Enclosure | $18.00/s.f. = Valuation	Per Table	Per Table
S-050	5	Block Wall (6 foot or less) | $32.00/l.f. = Valuation	Per Table	Per Table
S-050	6	Block Wall (Over 6 foot) | $60.00/l.f. = Valuation	Per Table	Per Table
S-050	7	Retaining Wall | $60.00/l.f. = Valuation	Per Table	Per Table
S-050	8	Re-roof | $120.00/square = Valuation	Per Table	Per Table
S-050	9	Swimming Pool/Spa | $50.00/s.f. = Valuation	Per Table	Per Table
S-050	10	Swimming Pool Demolition | By Valuation	Per Table	Per Table
S-050	11	Special Sign Permit	$70.43	$70.43
S-050	12	Permit Issuance Fee - Building	$36.12	$36.12
S-050	13	Special Building Inspection	$266.08	$266.08
S-050	14	Building Demolition Permit	$353.68	$353.68
S-050	15	Building Relocation Inspection	$353.68	$353.68
S-050	16	Sign Face Replacement	$133.05	$133.05
S-050	17	Signs-Wall or Fascia	$309.88	$309.88
S-050	18	Signs-Monument/Freestanding	$309.88	$309.88
S-050	19	Reinspection Fee (LPCC Sec 10-99)	$62.60	$62.60
S-050	20	Temporary C of O (LPCC Sec 10-99)	$101.74	$101.74
S-050	21	Building Plan Check Fee 65% of Total Permit Fee	Per Table	Per Table
S-050	22	Energy Plan Check Fee 20% of Total Permit Fee	Per Table	Per Table
S-050	23	General Plan Maintenance Fee 5% of Permit Fee	Per Table	Per Table
	24	Microfilm Fee 8.5" x 11"	$0.41	$0.41
	25	Microfilm Fee 11" x 17" or larger	$2.07	$2.07

Electrical Permit Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	26	Permit Issuance Fee - Electrical	$36.12	$36.12
S-050	27	Electrical Services (200 amp)	$231.77	$231.77
S-050	28	Electrical - New Residential (Per Square Foot)	$0.29	$0.29
S-050	29	Electrical - New Commercial (Per Square Foot)	$0.29	$0.29
S-050	30	Electrical - New Warehousing (Per Square Foot)	$0.29	$0.29
S-050	31	Electrical - Motor 0 - 1 hp	$7.97	$7.97
S-050	32	Electrical - Motor >1 - 5 hp	$11.14	$11.14
S-050	33	Electrical - Motor >5 - 15 hp	$14.30	$14.30
S-050	34	Electrical - Motor >15 - 50 hp	$28.30	$28.30
S-050	35	Alternate Electrical Fees - 5 Lighting Fixtures = 1 Unit	$89.24	$89.24
S-050	36	Alternate Electrical Fees - Multi-outlet Assembly, each 20 Fixtures = 1 Unit	$89.24	$89.24
S-050	37	Temporary or Construction Electrical Service	$89.24	$89.24
S-050	38	Temporary Use of Permanent Service	$89.24	$89.24
S-050	39	Each Additional Supporting Pole	$15.80	$15.80
S-050	40	Area Lighting Standards	$36.12	$36.12
S-050	41	Private Residential Swimming Pool - Electrical	$133.05	$133.05
S-050	42	Commercial Swimming Pool - Electrical	$220.78	$220.78
S-050	43	Portable Spa - Electrical	$51.77	$51.77
S-050	44	Spa - Electrical	$89.24	$89.24
S-050	45	Inspection of Reinstalled Meter	$70.43	$70.43
S-050	46	Miscellaneous Electrical Work	$70.43	$70.43
S-050	47	Illuminated Sign	$89.24	$89.24
S-050	48	Solar Rack: <1,500 cf	$62.60	$62.60
S-050	49	Solar Rack: each additional 1,500 cf	$62.60	$62.60

S-050	50	Other Solar Equipment	$62.60	$62.60
S-050	51	PV Solar Panels	$294.23	$294.23
S-050	52	PV Solar Plan Check	$172.17	$172.17
S-050	53	Electric Vehicle Charging Station w/dedicated service	$231.77	$231.77
S-050	54	Generators, Transformers, Battery Storage Device	$70.43	$70.43

Mechanical Permit Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	55	Permit Issuance Fee - Mechanical	$36.12	$36.12
S-050	56	Fireplace Permit	$133.05	$133.05
S-050	57	Fireplace Plan Check	$70.43	$70.43
S-050	58	Mechanical Permit - Furnace	$122.20	$122.20
S-050	59	Installation/Relocation of Swimming Pool Heater	$106.55	$106.55
S-050	60	Installation/Relocation/Replacement of Vent not Included in Appliance Permit	$47.11	$47.11
S-050	61	Mechanical Permit - Heat/Cool	$133.05	$133.05
S-050	62	Installation/Relocation/Replacement of Boiler or Compressor System (per unit)	$133.05	$133.05
S-050	63	Air Handling Unit	$47.11	$47.11
S-050	64	Each Heating Coil/Cooling Coil	$47.11	$47.11
S-050	65	Each Cooling Tower	$178.49	$178.49
S-050	66	Ventilating Fan Connected to a Single Duct	$43.95	$43.95
S-050	67	Installation of Hood Including Fans and Ducts	$106.55	$106.55
S-050	68	Other Appliance/Equipment Fee	$106.55	$106.55
S-050	69	Incidental Gas Piping of Mechanical Equipment	$51.77	$51.77
S-050	70	Miscellaneous Duct Work (5 = 1 Unit)	$47.11	$47.11
S-050	71	Miscellaneous Gas system up to 5 outlets	$47.11	$47.11

Plumbing Permit Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	72	Permit Issuance Fee - Plumbing	$36.12	$36.12
S-050	73	Plumbing Permit - Each Fixture or Trap	$43.95	$43.95
S-050	74	Building Sewer	$159.67	$159.67
S-050	75	Water Heater & Vent	$36.12	$36.12
S-050	76	Gas Piping System	$70.43	$70.43
		+$3.22 per fixture	$3.22	$3.22
S-050	77	Commercial/Industrial Water Pre-Treatment Interceptor	$89.24	$89.24
S-050	78	Repair/Alteration of Drainage or Vent Piping or Water Treating Equipment	$89.24	$89.24
S-050	79	Vacuum Breaker or Backflow Protection Devices	$79.91	$79.91
S-050	80	Other Plumbing Fees	$106.55	$106.55
S-050	81	Solar Water Tanks: <750 gallons	$62.60	$62.60
S-050	82	Solar Water Tanks: each additional 750 gallons	$62.60	$62.60
S-050	83	House Repipe	$70.43	$70.43
		+$3.22 per fixture	$3.22	$3.22
S-050	84	Fire Sprinkler System	$70.43	$70.43
		+$3.22 per fixture	$3.22	$3.22
S-050	85	Jacuzzi (above ground)	$70.73	$70.73

Grading Permit Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	86	Grading Permit and Plan Check Fee Based on Table A-33-A and A-33-B of the 1998 Uniform Building Code	Per Table	Per Table
S-050	87	Geotechnical Report Review | $110.00/hr	$1,500.00	$1,500.00
S-050	88	Water Quality Management Plan (WQMP) Plan Check | $110.00/hr	$1,500.00	$1,500.00
S-050	89	Stormwater Pollution Prevention Plan (SWPPP) Plan Check | $110.00/hr	$1,500.00	$1,500.00

Deposits

Ref #	No.	Service	Current Amount	Proposed Amount
S-050	1	Temporary Electrical Meter	$117.53	$117.53
S-055	2	Construction and Demolition (min 65% recycled material)	$186.00	$200.00
S-050	3	Swimming Pool Bond	$1,173.22	$1,173.22
S-050	4	Arterial Block Wall	$1,173.22	$1,173.22
S-050	5	Access Edison Right-of-Way	$3,128.53	$3,128.53

Valuation Table

	Current Amount	Proposed Amount
$0 to and including $500	$30.57	$30.57
More than $500 to and including $2,000	$36.06	$36.06
plus for each additional $100 or fraction thereof in excess of $500	$4.68	$4.68
More than $2,000 to .and including $25,000	$106.23	$106.23
plus for each additional $1,000 or fraction thereof in excess of $2,000	$21.49	$21.49
More than $25,000 to and including $50,000	$600.42	$600.42
plus for each additional $1,000 or fraction thereof in excess of $25,000	$15.50	$15.50
More than $50,000 to and including $100,000	$987.86	$987.86
plus for each additional $1,000 or fraction thereof in excess of $50,000	$10.74	$10.74
More than $100,000 to and including $500,000	$1,524.68	$1,524.68
plus for each additional $1,000 or fraction thereof in excess of $100,000	$8.60	$8.60
More than $500,000 to and including $1,000,000	$4,963.64	$4,963.64
plus for each additional $1,000 or fraction thereof in excess of $500,000	$7.29	$7.29
More than $1,000,000	$8,606.84	$8,606.84
plus for each additional $1,000 or fraction thereof in excess of $1,000,000	$4.83	$4.83

Schedule No. 2
Planning Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-068	1	Proposed Development Review (Per hour after the first hour. 50% of the total charge can be applied as a credit on entitlement fees paid within 6 months for the reviewed project.)	$526	First hour free, every hour after that is $620 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.
S-070	2	Short-Term Rental Permit (Initial/Annual)	$685	$630
S-075	3	Zoning Compliance Plan Check (Basic)	$57 (≥15 min.) $114 (<15 min.)	$65 (≥15 min.) $130 (<15 min.)
S-077	4	Zoning Compliance Plan Check (Complex)	$342	$520
S-101	5	Artificial Turf Permit	$85	$90
S-102A	6	Temporary Use Permit	$684 (Initial) $506 (Renewal)	$840 - Initial $550 - Renewal
S-102B	7	Temporary Use Permit (Other)	$342 [1]	$385 [1]
S-103	8	Administrative Review – Outdoor Display/Seating	$798	$970
S-104		Conditional Use Permit (CUP) - Minor	See S-105	$990
S-105	9	Conditional Use Permit (CUP)	$3,022 [2]	$3,610 [2]
S-107	10	Conditional Use Permit Amendment (CUPA)	$2,109 [3]	$2,575 [3]
S-111	11	Precise Plan (PP) - Minor	See S-112	$1,465
S-112	11	Precise Plan (PP)	$5,303 [4]	$5,740 [4]
S-115	12	Precise Plan Amendment (PPA)	$3,807 [5]	$4,320 [5]
S-126	13	Applicant Appeal to City Council	$2,541 [6]	$2,955 [6]
S-128	14	Categorical Exemption	$944	$65 plus a $50 check payable to the County for the filing fee.
S-129	15	Environmental Assessment	$1,400	$2,955
S-131	16	Mitigated Negative Declaration (MND)	Actual Cost + 10 %	Actual Cost against an initial deposit as determined by the City.
S-133	17	Environmental Impact Report Review	Actual Cost + 10 %	Actual Cost against an initial deposit as determined by the City.
S-135	18	Lot Line Adjustment/Lot Split-Merge	$2,415 [7]	$3,435 [7]
S-137	19	Tentative Parcel Map (TPM)	$3,784 [7]	$5,050 [7]
S-141	20	Tentative Tract Map (TTM)	$5,205 [7]	$9,890 [7]
S-142	21	Entitlement Extension - Administrative	See S-143	$515
S-143	21	Entitlement Extension	$2,363 [7]	$2,665 [7]
S-144	22	Final Map Check	$1,959 [8]	$2,920 [8]
S-147	23	General Plan Amendment (GPA)	$9,789 [9]	$12,555 [9]
S-152	24	Zone Change (ZC)	$7,508 [10]	$8,685 [10]
S-162	25	Temporary Banner/Sign Review	$57 (owned property) $228 (non-owned property)	$65 (owned property) $260 (non-owned property)
S-163	26	Sign Plan Review	$456	$515
S-164	27	Master Sign Plan (MSP)	$4,645 [11]	$2,665 [11]
S-165	28	Non-Residential Real Estate Sign	$299	$340
S-187	29	Variance	$3,908 [12]	$4,520 [12]
S-188	30	Minor Exception	$913	$1,035
S-190	31	Community Event and Special Permit Review	$1,533	$1,715
S-191	32	New Business Planning Review	$228 (New) $114 (Transfer)	$130 (New) $260 (Transfer of Entitlement)
S-192	33	Technology Surcharge	$1,682	$1,895
S-193	34	Technology Surcharge	5% [13]	5% [13]
S-195	35	General Plan and Zoning Update Surcharge	10% [14]	10% [14]
S-197	36	Non-Response/Non-Compliance	$491	$490

Current Amount

1 *The base fee includes up to 90 mins. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

2 *The base fee includes up to 10 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

3 *The base fee includes up to 6 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

4 *The base fee includes up to 20 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

5 *The base fee includes up to 15 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

6 *Plus the actual cost of publishing and noticing. The base fee includes up to 10 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City*

7 *Plus the actual cost of publishing and noticing.*

8 *The base fee includes up to 8 hrs. Additional time charged at $180/hr. against an initial deposit as determined by the City.*

9 *Plus the actual cost of publishing and noticing. The base fee includes up to 45 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

10 *Plus the actual cost of publishing and noticing. The base fee includes up to 30 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City.*

11 *Additional $534.00 for monument signage.*

12 *Plus the actual cost of publishing and noticing. The base fee includes up to 15 hrs. Additional time charged at $228/hr. against an initial deposit as determined by the City. Additional engineering consultant charges for Parking Variances.*

13 *Applied to all Building, Planning and Engineering Permit Fees.*

14 *Surcharge on Building Permits.*

Proposed Amount

1 *The base fee includes up to 90 mins. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

2 *The base fee includes up to 10 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

3 *The base fee includes up to 6 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

4 *The base fee includes up to 20 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

5 *The base fee includes up to 15 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

6 *Plus the actual cost of publishing and noticing. The base fee includes up to 10 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City*

7 *Plus the actual cost of publishing and noticing.*

8 *The base fee includes up to 8 hrs. Additional time charged at $290/hr. against an initial deposit as determined by the City.*

9 *Plus the actual cost of publishing and noticing. The base fee includes up to 45 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

10 *Plus the actual cost of publishing and noticing. The base fee includes up to 30 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

11 *Additional $870.00 for monument signage.*

12 *Plus the actual cost of publishing and noticing. The base fee includes up to 15 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City. Additional engineering consultant charges for Parking Variances.*

13 *Applied to all Building, Planning and Engineering Permit Fees.*

14 *Surcharge on Building Permits.*

Schedule No. 3
Administration Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-515	1	Duplicate Business License	$28	$30
5-521	2	Special Business Permit Application/Renewal	$308	$310
S-522	3	Special Permit Committee Review	$270	$310
S-555	4	Returned (NSF) Checks	Maximum allowed by CA Civil Code and actual bank charge	Maximum allowed by CA Civil Code and actual bank charge
S-558	5	Copy Charge	Direct materials & direct labor as allowed by the Public Records Act.	Direct materials & direct labor as allowed by the Public Records Act.
	6	Notary Fees (Set by State of California)	$15	$15

Schedule No. 4
Community Service/ Recreation Fees

Facilities and Parks Individual Fees

No.	Service	Current Amount	Proposed Amount
1	Community Center Rental (Royal Palm - Entire Building) Capacity 150 Banquet I 225 Theater	Resident: $115/hr Non-Resident: $160/hr	Resident: $115/hr Non-Resident: $160/hr
2	Community Center Rental (King, Queen, Sago, or Pygmy) Capacity: King: 80 Banquet I 120 Theater, Queen: 50 Banquet I 75 Theater, Sago: 50 Banquet I 75 Theater, Pygmy: 45 Banquet I 60 Theater	Resident: King: $85/hr, Others: $70/hr Non-Resident: King: $115/hr, Others: $90/hr	Resident: King: $85/hr, Others: $70/hr Non-Resident: King: $115/hr, Others: $90/hr
3	Fan Palm (Conference Room) Capacity: 30 Classroom	Resident: $35/hr Non-Resident: $45/hr	Resident: $35/hr Non-Resident: $45/hr
4	A/V Setup & Use	N/A	$50
5	Tablecloths	N/A	$10/per tablecloth
6	Kitchen Cleaning Fee	N/A	Full Cost of City and/or Contract staff charged against an initial deposit as determined by the City.
7	Gazebo Rental	$20/hr	Resident: $20/hr Non-Resident: $35/hr
8	Pavillion Rental	$30/hr	Resident: $30/hr Non-Resident: $45/hr
9	Softball Field - No Lights - 2-hour increments	$20/hr	Resident: $20/hr Non-Resident: $35/hr
10	Softbal Field - Lights - 2-hour increments	$30/hr	Resident: $30/hr Non-Resident: $45/hr
11	Softball Field Preparation	$60/hr	Resident: $60/hr Non-Resident: $75/hr
12	Tennis Courts - 2-hour increments	$15/hr	Resident: $15/hr Non-Resident: $30/hr

Programs & Classes

No.	Service	Current Amount	Proposed Amount
13	Tiny Tots Program	Resident: $4/hr Non-Resident: $4.65/hr	Resident: $4/hr Non-Resident: $4.65/hr *+$20 Non-resident class charge*
14	Day Camp with Excursion (per week)	Resident: $145 Non-Resident:$152	Resident: $150 Non-Resident:$170
15	Contract Classes: 65% (Contractor) | 35% (City)	Per Contract Class	Per Contract Class *+$20 Non-resident class charge*

City Publication (Mosaic) Advertising*

No.	Service	Current Amount	Proposed Amount
16	Business Card	$90	$100
17	Quarter Page	$180	$200
18	Half Page	$400	$400

**Subject to City Policies and Decisions*

Deposits

No.	Service	Current Amount	Proposed Amount
19	Beverage and Multiple Snack	Resident: $200 Non-Resident: $400	Resident: $250 Non-Resident: $450
20	Full Meal/Buffet	Resident: $300 Non-Resident: $500	Resident: $350 Non-Resident: $550
21	Full Meal/Buffet w/ Alcohol	Resident: $400 Non-Resident: $600	Resident: $450 Non-Resident: $650
22	Pavillion - 50+ People	Resident: $200 N/A	Resident: $250 Non-Resident: $450
23	Pavilion - 1-49 People	Resident: $100 N/A	Resident: $150 Non-Resident: $350
24	Gazebo 1-50 People	Resident: $100 N/A	Resident: $150 Non-Resident: $350

Schedule No. 4
Public Works Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-203	1	Right-of-Way Encroachment Plan Check/Inspection - Street/Sidewalk	$650 for the 1st Day plus Actual Cost for inspection after the first day at $125/hour.	$740 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour.
S-204	2	Right-of-Way Encroachment Plan Check/Inspection - Dumpster	$283	$325
S-205	3	Right-of-Way Encroachment Plan Check/Inspection - Excavation	$730 for the 1st Day plus Actual Cost for inspection after the first day at $125/hour	$885 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour
S-206	4	Right-of-Way Encroachment Plan Check/Inspection - Street Cut	Full Cost of City and Contract staff charged against an initial deposit as determined by the City.	Full Cost of City and Contract staff charged against an initial deposit as determined by the City.
S-208	5	Oversize Load Permit	$16 Single permit/rider or $90 annual permit. Special service charge of $50 per hour for applicable permits. [California Administrative Code, Title 21 - Section 1411.3]	$16 Single permit/rider or $90 annual permit. Special service charge of $50 per hour for applicable permits.[California Administrative Code, Title 21 - Section 1411.3]
S-217	6	Improvement Plan Check and Inspection: Less than $5,000	$845	$1,175
S-219	7	Improvement Plan Check and Inspection: $5,000 to $25,000	$845 plus 10% of the project cost greater than $5,000	$1,175 plus 13.7% of the project cost greater than $5,000
S-220	8	Improvement Plan Check and Inspection: $25,000 and above	At the discretion of the City Engineer, the fee is: EITHER: $2,859 plus 3.7% of the project cost greater than $25,000 OR: Actual Cost against an initial deposit as determined by the City.	At the discretion of the City, the fee is EITHER $3,915 plus 7.7% of the project cost greater than $25,000; OR Actual Cost against an initial deposit as determined by the City.
S-222	9	Annual NPDES Inspect-High Priority	$268	$60 plus the actual cost of the NPDES consultant plus 93% overhead
S-224	10	Annual NPDES Inspect-Med. Priority	$204	See S-222
S-226	11	Annual NPDES Inspect-Low Priority	$204	See S-222
S-227	12	NPDES Reinspection	$167 for each inspection after the first two.	$260 for each inspection after the first two.
S-229	13	Water Quality Management Plan (WQMP)	Full Cost of City staff and consultants charged against an initial deposit as determined by the City.	Full Cost of City staff and consultants charged against an initial deposit as determined by the City.
S-232	14	New FOG Device Plan Check/Inspection	$797	$245 plus the actual cost of the FOG consultant plus 93% overhead.
S-233	15	Fats, Oils & Grease Program (Annual Permit)	$211	$85
S-235	16	Grease Disposal Mitigation Fee	$877	$880 or the Full Cost of City and Contract staff charged against an initial deposit as determined by the City.
S-237	17	Special Requests for Work Crew	Direct Labor Cost (DLC) Based on Total Billed Hours	Direct Labor Cost (DLC) Based on Total Billed Hours.
S-242	18	Water Service to Turn Water Off and On	$117 - During Working Hours $311 - After Hours & Weekends	$90 - During Working Hours $245 - After Hours & Weekends
S-243	19	Water Account Delinquency Notices	$35	$20
S-244	20	Disconnection of Water Service	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.
S-246	21	Water Meter Testing	$272	$210
S-248	22	Connection and Meter Charges - Labor and Material: 5/8 x 3/4"	$193 plus actual meter cost	$150 plus actual meter cost
S-253	23	Connection and Meter Charges - Labor and Material: 1"	$231 plus actual meter cost	$210 plus actual meter cost
S-255	24	Connection and Meter Charges - Labor and Material: 1-1 ½	$386 plus actual meter cost	$270 plus actual meter cost
S-257	25	Connection and Meter Charges - Labor and Material: 2"	$386 plus actual meter cost	$330 plus actual meter cost
S-259	26	Connection and Meter Charges - Labor and Material: >2"	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter.	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter.
S-262	27	Temporary Construction Meter	$231 plus meter deposit	$180 plus meter deposit

Schedule No. 5
Police Department Fees

Ref #	No.	Service	Current Amount	Proposed Amount
S-307	1	Fingerprinting (per card)	$30	$30
S-311	2	Towing or Storing Vehicles from Private Property (Permit)	$148	$155
S-318	3	Loud Party Service Fee (hourly)	The greater of $329 or Actual Cost at the staff's Fully Burdened Hourly Rate	The greater of $355 or Actual Cost at the staff's Fully-Burdened Hourly Rate
S-322	4	Emergency Response to DUI Caused Traffic Collisions	Direct Labor Cost (DLC) of Police Officer(s) Involved	Direct Labor Cost of Police Officer(s) Involved
S-326	5	False Alarm Prevention (each after three/year)	Direct Labor Cost (DLC) of Police Officer(s) Involved	Direct Labor Cost of Police Officer(s) Involved
S-327	6	Alarm Permit - Business, Commercial, and Residential	$47	$21
S-340	7	Vehicle Inentification Number (VIN) Verification	$50- Resident $207 - Non-Resident	$60 - Resident $230 - Non-Resident
S-344	8	Non-Resident Equipment, C.D.L. and Registration Sign-off	$0 - Resident $164 - Non-Resident	No Charge for Residents $30 - Non-Resident
S-349	9	Releasing Stored and/or Impounded Vehicles	$345	$340
S-355	10	Subpoena Fee - Records per CA Evidence Code §1563	$67 (fee established by State)	$67 (Fee established by the State of California)
S-377	11	Booking Fee Recovery	$530	$530
S-379	12	Witness Fee per Government Code 68097.1	Direct Labor Cost (DLC) of Police Officer(s) Involved	Direct Labor Cost (DLC) of Police Officer(s) Involved

RESOLUTION NO. 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PALMA CALIFORNIA, AMENDING THE FEE SCHEDULES BY ADJUSTING AND ADDING USER FEES

WHEREAS, the City provides, maintains and operates a variety of programs and services for the public; and

WHEREAS, state law and provisions of the City of La Palma City Code authorize the collection of fees to defray the costs of providing certain City programs and services; and

WHEREAS, for the convenience of the public, it is desirable to gather in a single document a comprehensive list of fees and service charges imposed by the City for City programs and services; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City is authorized to adopt and implement fees, rates, and charges for municipal services provided that such fees, rates and charges do not exceed the estimated reasonable cost of providing such services; and,

WHEREAS, the City of La Palma has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and,

WHEREAS, in November of 2024, the City engaged Revenue Cost Specialists (RCS) to conduct an independent Cost Allocation Plan and Citywide Fee Study to determine the appropriate costs for service fees. In August 2025, the Cost Allocation Plan and Citywide Fee Study was completed, which included a thorough analysis of the total cost of providing services, including applicable direct and indirect costs associated with specific services, a copy of which is maintained on file with the City Clerk; and,

WHEREAS, the City Council has reviewed the proposed fees and found them adequate to recover actual costs plus overhead related to the provision of the specific service.

NOW, THEREFORE, the City Council of the City of La Palma does hereby resolve as follows:

SECTION 1. Adoption of Recitals. Based upon all evidence provided, the City Council hereby finds that the new and the amended fees set forth in Exhibit "A," Schedules No. 1, 2, 3, 4, and 5 of the Fee Schedule attached hereto and incorporated herein by reference, will not exceed the estimated reasonable cost of providing the services for which the fees are charged.

SECTION 2. Adoption of Schedule of Fees. The City Council hereby adopts the Amended Fee Schedule, and authorizes the collection of the fees set forth therein. In addition, the City Council authorizes the collection of the direct costs associated with the processing of credit card transactions.

SECTION 3. This Resolution supersedes all prior resolutions concerning the same fees specified in the exhibit hereto.

SECTION 4. Environmental Exemption. The City Council finds that the adoption of this Resolution does not constitute a project for purposes of the California Environmental Quality Act, and, therefore, no environmental assessment is required.

SECTION 5. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution is, for any reason, held to be invalid by a final judgment of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have adopted this Resolution, and each section, subdivision, sentence, clause, phrase, or portion of this Resolution irrespective of the fact that one or more provisions may be declared invalid.

SECTION 6. Effective Date. The fees in the resolution shall become effective on January 1, 2026.

APPROVED AND ADOPTED by the City Council of the City of La Palma at a regular meeting held on the 7th day of October 2025.

_____
Mark Waldman
Mayor

ATTEST:

_____
Norma I. Alley, MMC
City Clerk

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS.
CITY OF LA PALMA)

I, NORMA I. ALLEY, City Clerk of the City of La Palma, California, DO HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of said City at a regular meeting of said City Council held on the 7th day of October 2025, and that it was so adopted by called vote as follows:

AYES:
NOES:
ABSENT:
ABSTAIN:

Exhibit A

Schedule No. 1
Building and Safety Fee Schedule

Building Permit Fees

Ref #	No.	Service	Proposed Amount
S-050	1	Building Permit & Plan Check Fee Table, Project Valuation Based on Current ICC Building Valuatuion Data or Bid	Per Table
S-050	2	Tenant Improvements | $32.00/s.f. = Valuation	Per Table
S-050	3	Patio Cover | $15.00/s.f. = Valuation	Per Table
S-050	4	Patio Enclosure | $18.00/s.f. = Valuation	Per Table
S-050	5	Block Wall (6 foot or less) | $32.00/l.f. = Valuation	Per Table
S-050	6	Block Wall (Over 6 foot) | $60.00/l.f. = Valuation	Per Table
S-050	7	Retaining Wall | $60.00/l.f. = Valuation	Per Table
S-050	8	Re-roof | $120.00/square = Valuation	Per Table
S-050	9	Swimming Pool/Spa | $50.00/s.f. = Valuation	Per Table
S-050	10	Swimming Pool Demolition | By Valuation	Per Table
S-050	11	Special Sign Permit	$70.43
S-050	12	Permit Issuance Fee - Building	$36.12
S-050	13	Special Building Inspection	$266.08
S-050	14	Building Demolition Permit	$353.68
S-050	15	Building Relocation Inspection	$353.68
S-050	16	Sign Face Replacement	$133.05
S-050	17	Signs-Wall or Fascia	$309.88
S-050	18	Signs-Monument/Freestanding	$309.88
S-050	19	Reinspection Fee (LPCC Sec 10-99)	$62.60
S-050	20	Temporary C of O (LPCC Sec 10-99)	$101.74
S-050	21	Building Plan Check Fee 65% of Total Permit Fee	Per Table
S-050	22	Energy Plan Check Fee 20% of Total Permit Fee	Per Table
S-050	23	General Plan Maintenance Fee 5% of Permit Fee	Per Table
	24	Microfilm Fee 8.5" x 11"	$0.41
	25	Microfilm Fee 11" x 17" or larger	$2.07

Electrical Permit Fees

Ref #	No.	Service	Proposed Amount
S-050	26	Permit Issuance Fee - Electrical	$36.12
S-050	27	Electrical Services (200 amp)	$231.77
S-050	28	Electrical - New Residential (Per Square Foot)	$0.29
S-050	29	Electrical - New Commercial (Per Square Foot)	$0.29
S-050	30	Electrical - New Warehousing (Per Square Foot)	$0.29
S-050	31	Electrical - Motor 0 - 1 hp	$7.97
S-050	32	Electrical - Motor >1 - 5 hp	$11.14
S-050	33	Electrical - Motor >5 - 15 hp	$14.30
S-050	34	Electrical - Motor >15 - 50 hp	$28.30
S-050	35	Alternate Electrical Fees - 5 Lighting Fixtures = 1 Unit	$89.24
S-050	36	Alternate Electrical Fees - Multi-outlet Assembly, each 20 Fixtures = 1 Unit	$89.24
S-050	37	Temporary or Construction Electrical Service	$89.24
S-050	38	Temporary Use of Permanent Service	$89.24
S-050	39	Each Additional Supporting Pole	$15.80
S-050	40	Area Lighting Standards	$36.12
S-050	41	Private Residential Swimming Pool - Electrical	$133.05

S-050	56	Fireplace Permit	$133.05
S-050	57	Fireplace Plan Check	$70.43
S-050	58	Mechanical Permit - Furnace	$122.20
S-050	59	Installation/Relocation of Swimming Pool Heater	$106.55
S-050	60	Installation/Relocation/Replacement of Vent not Included in Appliance Permit	$47.11
S-050	61	Mechanical Permit - Heat/Cool	$133.05
S-050	62	Installation/Relocation/Replacement of Boiler or Compressor System (per unit)	$133.05
S-050	63	Air Handling Unit	$47.11
S-050	64	Each Heating Coil/Cooling Coil	$47.11
S-050	65	Each Cooling Tower	$178.49
S-050	66	Ventilating Fan Connected to a Single Duct	$43.95
S-050	67	Installation of Hood Including Fans and Ducts	$106.55
S-050	68	Other Appliance/Equipment Fee	$106.55
S-050	69	Incidental Gas Piping of Mechanical Equipment	$51.77
S-050	70	Miscellaneous Duct Work (5 = 1 Unit)	$47.11
S-050	71	Miscellaneous Gas system up to 5 outlets	$47.11

Plumbing Permit Fees

Ref #	No.	Service	Proposed Amount
S-050	72	Permit Issuance Fee - Plumbing	$36.12
S-050	73	Plumbing Permit - Each Fixture or Trap	$43.95
S-050	74	Building Sewer	$159.67
S-050	75	Water Heater & Vent	$36.12
S-050	76	Gas Piping System	$70.43
		+$3.22 per fixture	$3.22
S-050	77	Commercial/Industrial Water Pre-Treatment Interceptor	$89.24
S-050	78	Repair/Alteration of Drainage or Vent Piping or Water Treating Equipment	$89.24
S-050	79	Vacuum Breaker or Backflow Protection Devices	$79.91
S-050	80	Other Plumbing Fees	$106.55
S-050	81	Solar Water Tanks: <750 gallons	$62.60
S-050	82	Solar Water Tanks: each additional 750 gallons	$62.60
S-050	83	House Repipe	$70.43
		+$3.22 per fixture	$3.22
S-050	84	Fire Sprinkler System	$70.43
		+$3.22 per fixture	$3.22
S-050	85	Jacuzzi (above ground)	$70.73

Grading Permit Fees

Ref #	No.	Service	Proposed Amount
S-050	86	Grading Permit and Plan Check Fee Based on Table A-33-A and A-33-B of the 1998 Uniform Building Code	Per Table
S-050	87	Geotechnical Report Review | $110.00/hr	$1,500.00
S-050	88	Water Quality Management Plan (WQMP) Plan Check | $110.00/hr	$1,500.00
S-050	89	Stormwater Pollution Prevention Plan (SWPPP) Plan Check | $110.00/hr	$1,500.00

Deposits

Ref #	No.	Service	Proposed Amount
S-050	1	Temporary Electrical Meter	$117.53
S-055	2	Construction and Demolition (min 65% recycled material)	$200.00
S-050	3	Swimming Pool Bond	$1,173.22
S-050	4	Arterial Block Wall	$1,173.22
S-050	5	Access Edison Right-of-Way	$3,128.53

Valuation Table

	Proposed Amount
$0 to and including $500	$30.57
More than $500 to and including $2,000	$36.06
plus for each additional $100 or fraction thereof in excess of $500	$4.68
More than $2,000 to .and including $25,000	$106.23
plus for each additional $1,000 or fraction thereof in excess of $2,000	$21.49
More than $25,000 to and including $50,000	$600.42
plus for each additional $1,000 or fraction thereof in excess of $25,000	$15.50
More than $50,000 to and including $100,000	$987.86
plus for each additional $1,000 or fraction thereof in excess of $50,000	$10.74
More than $100,000 to and including $500,000	$1,524.68
plus for each additional $1,000 or fraction thereof in excess of $100,000	$8.60
More than $500,000 to and including $1,000,000	$4,963.64
plus for each additional $1,000 or fraction thereof in excess of $500,000	$7.29
More than $1,000,000	$8,606.84
plus for each additional $1,000 or fraction thereof in excess of $1,000,000	$4.83

Schedule No. 2
Planning Fees

Ref #	No.	Service	Proposed Amount
S-068	1	Proposed Development Review (Per hour after the first hour. 50% of the total charge can be applied as a credit on entitlement fees paid within 6 months for the reviewed project.)	First hour free, every hour after that is $620 per hour. 50% of the total charge can be applied as a credit on entitlement fees paid within six months for the reviewed project.
S-070	2	Short-Term Rental Permit (Initial/Annual)	$630
S-075	3	Zoning Compliance Plan Check (Basic)	$65 (≥15 min.) $130 (<15 min.)
S-077	4	Zoning Compliance Plan Check (Complex)	$520
S-101	5	Artificial Turf Permit	$90
S-102A	6	Temporary Use Permit	$840 - Initial $550 - Renewal
S-102B	7	Temporary Use Permit (Other)	$385 [1]
S-103	8	Administrative Review – Outdoor Display/Seating	$970
S-104		Conditional Use Permit (CUP) - Minor	$990
S-105	9	Conditional Use Permit (CUP)	$3,610 [2]
S-107	10	Conditional Use Permit Amendment (CUPA)	$2,575 [3]
S-111	11	Precise Plan (PP) - Minor	$1,465
S-112	11	Precise Plan (PP)	$5,740 [4]
S-115	12	Precise Plan Amendment (PPA)	$4,320 [5]
S-126	13	Applicant Appeal to City Council	$2,955 [6]
S-128	14	Categorical Exemption	$65 plus a $50 check payable to the County for the filing fee.
S-129	15	Environmental Assessment	$2,955
S-131	16	Mitigated Negative Declaration (MND)	Actual Cost against an initial deposit as determined by the City.
S-133	17	Environmental Impact Report Review	Actual Cost against an initial deposit as determined by the City.
S-135	18	Lot Line Adjustment/Lot Split-Merge	$3,435 [7]
S-137	19	Tentative Parcel Map (TPM)	$5,050 [7]
S-141	20	Tentative Tract Map (TTM)	$9,890 [7]
S-142	21	Entitlement Extension - Administrative	$515
S-143	21	Entitlement Extension	$2,665 [7]
S-144	22	Final Map Check	$2,920 [8]
S-147	23	General Plan Amendment (GPA)	$12,555 [9]
S-152	24	Zone Change (ZC)	$8,685 [10]
S-162	25	Temporary Banner/Sign Review	$65 (owned property) $260 (non-owned property)
S-163	26	Sign Plan Review	$515
S-164	27	Master Sign Plan (MSP)	$2,665 [11]
S-165	28	Non-Residential Real Estate Sign	$340
S-187	29	Variance	$4,520 [12]
S-188	30	Minor Exception	$1,035
S-190	31	Community Event and Special Permit Review	$1,715

S-191	32	New Business Planning Review	$130 (New) $260 (Transfer of Entitlement)
S-192	33	Technology Surcharge	$1,895
S-193	34	Technology Surcharge	5% [13]
S-195	35	General Plan and Zoning Update Surcharge	10% [14]
S-197	36	Non-Response/Non-Compliance	$490

1 *The base fee includes up to 90 mins. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

2 *The base fee includes up to 10 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

3 *The base fee includes up to 6 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

4 *The base fee includes up to 20 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

5 *The base fee includes up to 15 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

6 *Plus the actual cost of publishing and noticing. The base fee includes up to 10 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

7 *Plus the actual cost of publishing and noticing.*

8 *The base fee includes up to 8 hrs. Additional time charged at $290/hr. against an initial deposit as determined by the City.*

9 *Plus the actual cost of publishing and noticing. The base fee includes up to 45 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

10 *Plus the actual cost of publishing and noticing. The base fee includes up to 30 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City.*

11 *Additional $870.00 for monument signage.*

12 *Plus the actual cost of publishing and noticing. The base fee includes up to 15 hrs. Additional time charged at $258/hr. against an initial deposit as determined by the City. Additional engineering consultant charges for Parking Variances.*

13 *Applied to all Building, Planning and Engineering Permit Fees.*

14 *Surcharge on Building Permits.*

Schedule No. 3
Administration Fees

Ref #	No.	Service	Proposed Amount
S-515	1	Duplicate Business License	$30
5-521	2	Special Business Permit Application/Renewal	$310
S-522	3	Special Permit Committee Review	$310
S-555	4	Returned (NSF) Checks	Maximum allowed by CA Civil Code and actual bank charge
S-558	5	Copy Charge	Direct materials & direct labor as allowed by the Public Records Act.
	6	Notary Fees (Set by State of California)	$15

Schedule No. 4
Community Service/ Recreation Fees

Facilities and Parks Individual Fees

No.	Service	Proposed Amount
1	Community Center Rental (Royal Palm - Entire Building) Capacity 150 Banquet I 225 Theater	Resident: $115/hr Non-Resident: $160/hr
2	Community Center Rental (King, Queen, Sago, or Pygmy) Capacity: King: 80 Banquet I 120 Theater, Queen: 50 Banquet I 75 Theater, Sago: 50 Banquet I 75 Theater, Pygmy: 45 Banquet I 60 Theater	Resident: King: $85/hr, Others: $70/hr Non-Resident: King: $115/hr, Others: $90/hr
3	Fan Palm (Conference Room) Capacity: 30 Classroom	Resident: $35/hr Non-Resident: $45/hr
4	A/V Setup & Use	$50
5	Tablecloths	$10/per tablecloth
6	Kitchen Cleaning Fee	Full Cost of City and/or Contract staff charged against an initial deposit as determined by the City.
7	Gazebo Rental	Resident: $20/hr Non-Resident: $35/hr
8	Pavillion Rental	Resident: $30/hr Non-Resident: $45/hr
9	Softball Field - No Lights - 2-hour increments	Resident: $20/hr Non-Resident: $35/hr
10	Softbal Field - Lights - 2-hour increments	Resident: $30/hr Non-Resident: $45/hr
11	Softball Field Preparation	Resident: $60/hr Non-Resident: $75/hr
12	Tennis Court - 2-hour increments	Resident: $15/hr Non-Resident: $30/hr

Programs & Classes

No.	Service	Proposed Amount
13	Tiny Tots Program	Resident: $4/hr Non-Resident: $4.65/hr *+$20 Non-resident class charge*
14	Day Camp with Excursion (per week)	Resident: $150 Non-Resident:$170
15	Contract Classes: 65% (Contractor) | 35% (City)	Per Contract Class *+$20 Non-resident class charge*

City Publication (Mosaic) Advertising*

No.	Service	Proposed Amount
16	Business Card	$100
17	Quarter Page	$200
18	Half Page	$400

**Subject to City Policies and Decisions*

Deposits

No.	Service	Proposed Amount
19	Beverage and Multiple Snack	Resident: $250 Non-Resident: $450
20	Full Meal/Buffet	Resident: $350 Non-Resident: $550
21	Full Meal/Buffet w/ Alcohol	Resident: $450 Non-Resident: $650
22	Pavillion - 50+ People	Resident: $250 Non-Resident: $450
23	Pavilion - 1-49 People	Resident: $150 Non-Resident: $350
24	Gazebo 1-50 People	Resident: $150 Non-Resident: $350

Schedule No. 4

Public Works Fees

Ref #	No.	Service	Proposed Amount
S-203	1	Right-of-Way Encroachment Plan Check/Inspection - Street/Sidewalk	$740 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour.
S-204	2	Right-of-Way Encroachment Plan Check/Inspection - Dumpster	$325
S-205	3	Right-of-Way Encroachment Plan Check/Inspection - Excavation	$885 for the 1st Day plus Actual Cost for inspection after the first day at $135/hour
S-206	4	Right-of-Way Encroachment Plan Check/Inspection - Street Cut	Full Cost of City and Contract staff charged against an initial deposit as determined by the City.
S-208	5	Oversize Load Permit	$16 Single permit/rider or $90 annual permit. Special service charge of $50 per hour for applicable permits.[California Administrative Code, Title 21 - Section 1411.3]
S-217	6	Improvement Plan Check and Inspection: Less than $5,000	$1,175
S-219	7	Improvement Plan Check and Inspection: $5,000 to $25,000	$1,175 plus 13.7% of the project cost greater than $5,000
S-220	8	Improvement Plan Check and Inspection: $25,000 and above	At the discretion of the City, the fee is EITHER $3,915 plus 7.7% of the project cost greater than $25,000; OR Actual Cost against an initial deposit as determined by the City.
S-222	9	Annual NPDES Inspect-High Priority	$60 plus the actual cost of the NPDES consultant plus 93% overhead
S-224	10	Annual NPDES Inspect-Med. Priority	See S-222
S-226	11	Annual NPDES Inspect-Low Priority	See S-222
S-227	12	NPDES Reinspection	$260 for each inspection after the first two.
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S-232	14	New FOG Device Plan Check/Inspection	$245 plus the actual cost of the FOG consultant plus 93% overhead.
S-233	15	Fats, Oils & Grease Program (Annual Permit)	$85
S-235	16	Grease Disposal Mitigation Fee	$880 or the Full Cost of City and Contract staff charged against an initial deposit as determined by the City.
S-237	17	Special Requests for Work Crew	Direct Labor Cost (DLC) Based on Total Billed Hours.
S-242	18	Water Service to Turn Water Off and On	$90 - During Working Hours $245 - After Hours & Weekends
S-243	19	Water Account Delinquency Notices	$20
S-244	20	Disconnection of Water Service	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of equipment rental.
S-246	21	Water Meter Testing	$210
S-248	22	Connection and Meter Charges - Labor and Material: 5/8 x 3/4"	$150 plus actual meter cost

S-253	23	Connection and Meter Charges - Labor and Material: 1"	$210 plus actual meter cost
S-255	24	Connection and Meter Charges - Labor and Material: 1-1 ½	$270 plus actual meter cost
S-257	25	Connection and Meter Charges - Labor and Material: 2"	$330 plus actual meter cost
S-259	26	Connection and Meter Charges - Labor and Material: >2"	Actual Cost at the Fully-Burdened Rate of Staff plus the cost of specialized equipment rental and meter.
S-262	27	Temporary Construction Meter	$180 plus meter deposit

Schedule No. 5
Police Department Fees

Ref #	No.	Service	Proposed Amount
S-307	1	Fingerprinting (per card)	$30
S-311	2	Towing or Storing Vehicles from Private Property (Permit)	$155
S-318	3	Loud Party Service Fee (hourly)	The greater of $355 or Actual Cost at the staff's Fully-Burdened Hourly Rate
S-322	4	Emergency Response to DUI Caused Traffic Collisions	Direct Labor Cost of Police Officer(s) Involved
S-326	5	False Alarm Prevention (each after three/year)	Direct Labor Cost of Police Officer(s) Involved
S-327	6	Alarm Permit - Business, Commercial, and Residential	$21
S-340	7	Vehicle Inentification Number (VIN) Verification	$60 - Resident $230 - Non-Resident
S-344	8	Non-Resident Equipment, C.D.L. and Registration Sign-off	No Charge for Residents $30 - Non-Resident
S-349	9	Releasing Stored and/or Impounded Vehicles	$340
S-355	10	Subpoena Fee - Records per CA Evidence Code §1563	$67 (Fee established by the State of California)
S-377	11	Booking Fee Recovery	$530
S-379	12	Witness Fee per Government Code 68097.1	Direct Labor Cost (DLC) of Police Officer(s) Involved

City of La Palma

Agenda Item No. 11

MEETING DATE:	October 7, 2025
TO:	City Council
FROM:	Interim City Manager
SUBMITTED BY:	Council Member Baker
AGENDA TITLE:	Council Member Request - Discuss Moving La Palma's Annual Tree Lighting Ceremony Date

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RECOMMENDED ACTION:

It is recommended that the City Council consider Council Member Baker's request and provide direction to staff.

SUMMARY:

Council Member Baker, with the support of Mayor Pro Tem Patel, requested that an item be placed on the October 7, 2025, City Council agenda to discuss moving the date of La Palma's Annual Tree Lighting Ceremony. The Ceremony has been a long-standing tradition in La Palma, occurring on the first Wednesday in December each year. The 2025 event is currently scheduled for Wednesday, December 3, 2025.

FISCAL IMPACT:

There is no fiscal impact associated with discussing this matter and the event costs have already been incorporated into the Fiscal Year 2025–26 Adopted Budget.

ATTACHMENTS:

None