CITY OF GLENDORA
CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AND PUBLIC FINANCING AUTHORITY

AGENDA

Tuesday, June 10, 2025

7:00 PM BUSINESS SESSION
CITY HALL COUNCIL CHAMBER, 116 E. FOOTHILL BOULEVARD, GLENDORA

As a courtesy to others attending this meeting, please turn off or place in silent mode all cell phones and other communication devices while in the Council Chamber. Thank you.

MAYOR/CHAIR
David Fredendall, District 2

MAYOR PRO TEM/VICE-CHAIR
Michael Allawos, District 1

COUNCIL/COMMISSIONERS
Karen Davis, District 4
Shaunna Elias, District 3
Mendell Thompson, District 5

GUIDE TO PUBLIC MEETINGS

PARTICIPATING IN PUBLIC MEETING

MEETING MATERIALS

CALL TO ORDER

ROLL CALL

CLOSED SESSION

INVOCATION AND PLEDGE OF ALLEGIANCE

In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.

REORDERING OF AND ADDITIONS TO THE AGENDA

PUBLIC COMMENT

Three (3) Minute speaking time limit, speaking once, unless upon motion, such time is extended by the legislative body.

Any person may request to address a legislative body during a public meeting. Speakers are limited to three (3) minutes, speaking once, on both on- and off- agenda items, unless, upon motion, such time is extended by the legislative body. Such statements shall only be allowed during the Public Comment portion of the agenda. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. Public comment is limited to 30 minutes at each meeting, with the ability to extend if the legislative body so chooses by majority vote.

To ensure that the public is able to participate, the City may provide a variety of ways in which the public can submit their comment: in person, email, phone call, mail and any other method which may become available. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

1. **Public Comments Received**

MEMBER STATEMENTS/REPORTS

CITY MANAGER AND CITY ATTORNEY STATEMENTS

PUBLIC HEARINGS

Public hearings shall conform to the protocol established to conduct of public meetings, proceedings, and business in the City of Glendora. Following presentation of the staff report, the applicant/appellant will be allowed ten (10) minutes in which to make a presentation. Following the presentation of the applicant/appellant public testimony share be called, each speaker is limited to three (3) minutes, speaking once. The Presiding Officer may permit a five (5) minute rebuttal/summation by a representative of applicant/appellant. The public hearing will then be closed, and no member of the public shall be allowed to speak further unless, upon motion, and the public hearing is reopened by the governing body. Any person desiring to provide testimony during a Public Hearing item shall make his/her presence known to the Presiding officer. Speakers are entitled to submit written or other graphic evidence. All such evidence presented shall be retained by the City Clerk as part of the Clerk's record.

PLEASE NOTE: If you challenge any of the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

2. Public Hearing for Tentative Tract Map and Development Plan Review for 46 townhomes located at 631 – 657 East Arrow Highway (Project File No. PLN24-0032; Applicant: Melia Homes, Inc.; Property Owner: Vincenza Rago Family Trust)

Recommended Action for the City Council:

Open and conduct the Public Hearing, accept evidence and testimony presented, and in the absence of substantial evidence to the contrary recommend that the City Council consider the following related to project file number PLN24-0032:

— 1. Adopt a Categorical Exemption pursuant to the California Environmental Quality Act (CEQA) for the project; and

— 2. Adopt a Resolution entitled: “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA APPROVING TENTATIVE TRACT MAP NO. 84607 FOR SUBDIVISION OF LAND TO CREATE 46 RESIDENTIAL CONDOMINIUM UNITS AND DEVELOPMENT PLAN REVIEW FOR THE CONSTRUCTION OF THE TOWNHOMES ON CERTAIN PROPERTY LOCATED AT 631-657 EAST ARROW HIGHWAY, GLENDORA, CALIFORNIA (PROJECT FILE NO. PLN24-0032; APPLICANT: MELIA HOMES, INC.; PROPERTY OWNER: VINCENZA RAGO FAMILY TRUST).”

3. Public Hearing to Consider a Resolution Establishing and Amending the Master Schedule of Fees for Service for the Fiscal Year 2025-26

Recommended Action for the City Council:

— 1. Adopt a City Council Resolution entitled, “A RESOLUTION ESTABLISHING THE MASTER SCHEDULE OF FEES FOR SERVICE AND AMENDING CITYWIDE FEES FOR COST OF SERVICE FOR FISCAL YEAR 2025-26"

4. Public Hearing to Consider Resolutions Adopting the Two-Year Budget of the City of Glendora for Fiscal Years 2025-26 and 2026-27, Adopting the Investment Policy for Fiscal Year 2025-26, Delegating Investment Authority, Establishing Job Classes, and Determining and Establishing the GANN Appropriations Limit for Fiscal Year 2025-26

Recommended Action for the City Council, Successor Agency, Housing and Public Financing Authority:

— 1. Adopt a Joint Resolution of the City Council, Successor Agency, Housing Authority and Finance Authority entitled, "A JOINT RESOLUTION OF THE CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AUTHORITY AND FINANCE AUTHORITY ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027

— 2. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL DETERMINING AND ESTABLISHING GANN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIIIB OF THE CALIFORNIA CONSTITUTIONS AND GOVERNMENT CODE SECTION 4910

— 3. Adopt a Joint Resolution of the City Council and Successor Agency, entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026

— 4. Adopt a Joint Resolution of the City Council and Successor Agency, entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER

— 5. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL LISTING AND THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA

CONSENT CALENDAR

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the governing body requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the Consent Calendar is approved. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

5. Affirm minutes from the City Council, Successor Agency and Housing Authority May 27, 2025 and City Council, Successor Agency, Housing and Public Financing Authority June 3, 2025 meetings

Recommended Action for the City Council, Successor Agency, Housing and Public Financing Authority:

— 1. Affirm minutes as presented.

6. Review and Affirm Disbursements for May 2025 in the amount of $5,699,817.39

Recommended Action for the City Council and Successor Agency:

— 1. Review and Affirm Disbursements for May 2025 in the amount of $5,699,817.39.

7. Award an Agreement to G.M. Sager Construction Co., Inc., for Asphalt Paving Maintenance and Repairs in the amount of $73,801

Recommended Action for the City Council:

— 1. Award an Agreement to G.M. Sager Construction Co., Inc., for asphalt paving maintenance and repairs in the amount of $73,801; and

— 2. Authorize the City Manager or his designee to execute the Agreement with G.M. Sager Construction Co., Inc., including minimal and/or non-substantive changes.

8. Consideration of a Resolution Adopting Projects for the Road Maintenance and Rehabilitation Account for Fiscal Year 2025-26

Recommended Action for the City Council:

— 1. Adopt a City Council Resolution entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB 1 (THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017)”.

9. Acquisition of Vehicles for Police Department

Recommended Action for the City Council:

— 1. Approve the acquisition of four (4) 2025 Ford Police Interceptor Utility Explorers from National Auto Fleet Group, including taxes and fees, in the amount of $271,618.04.

NEW BUSINESS

10. Approval of Amendment No. 2 to the Public Works Agreement between West Coast Arborists, Inc. and the City of Glendora dated June 22, 2021 for Tree Trimming and Tree Maintenance Services in an Amount Not to Exceed $741,490 for FY 2025/26

Recommended Action for the City Council:

— 1. Approve Amendment No. 2 to the Agreement between West Coast Arborists and the City of Glendora dated June 22, 2021, for Tree Trimming and Tree Maintenance Services, increasing the authorized annual expenditure by an amount not to exceed $741,490 for FY 2025/26, increasing the cumulative amount of the agreement to $3,163,980, and extending the term of the agreement through June 30, 2026; and

— 2. Authorize City Manager to execute Amendment No. 2.

11. Memorandum of Understanding between the City of Glendora and Glendora Police Officer Association (GPOA) for the three-year term of July 1, 2025, through June 30, 2028

Recommended Action for the City Council:

— 1. Waive full reading, read by title only and adopt a City Council Resolution titled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING A 2025-2028 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GLENDORA POLICE OFFICERS ASSOCIATION;” and,

— 2. Authorize the City Manager to execute the agreement and any and all non-substantive changes to the draft Memorandum of Understanding.

MEMBER/STAFF CLOSING COMMENTS

ADJOURNMENT

Date Posted: June 6, 2025

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Community Development**	**DISTRICT(S):**	**3**

SUBJECT: **Public Hearing for Tentative Tract Map and Development Plan Review for 46 townhomes located at 631 – 657 East Arrow Highway (Project File No. PLN24-0032; Applicant: Melia Homes, Inc.; Property Owner: Vincenza Rago Family Trust)**

RECOMMENDATION

That the City Council:

Open and conduct the Public Hearing, accept evidence and testimony presented, and in the absence of substantial evidence to the contrary recommend that the City Council consider the following related to project file number PLN24-0032:

1. Adopt a Categorical Exemption pursuant to the California Environmental Quality Act (CEQA) for the project; and

2. Adopt a Resolution entitled: “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA APPROVING TENTATIVE TRACT MAP NO. 84607 FOR SUBDIVISION OF LAND TO CREATE 46 RESIDENTIAL CONDOMINIUM UNITS AND DEVELOPMENT PLAN REVIEW FOR THE CONSTRUCTION OF THE TOWNHOMES ON CERTAIN PROPERTY LOCATED AT 631-657 EAST ARROW HIGHWAY, GLENDORA, CALIFORNIA (PROJECT FILE NO. PLN24-0032; APPLICANT: MELIA HOMES, INC.; PROPERTY OWNER: VINCENZA RAGO FAMILY TRUST).”

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

The applicant is requesting approval of a condominium subdivision (Tentative Tract No. 84607) and a Development Plan Review application for a proposed 46-unit, three-story townhome residential development located at 631-657 E. Arrow Highway. All of the proposed townhomes will be for sale, with 10% of them being restricted to “moderate” income qualified buyers under State law; which allows developer to request concessions, waivers and incentives.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

On February 21, 2024, the applicant submitted a Concept Review application and plans (File No. PLN24-0004) for a preliminary project concept upon the subject site. The preliminary plans included subdivision of the land into 46 residential condominiums and the construction of associated townhomes. On April 1, 2024, the City provided the applicant with a letter that included an extensive list of items (comments, suggestions, code considerations) for the applicant to review and consider with the next evolution of the development’s plans and formal submittals.

On September 18, 2024, the proposed project application (File No. PLN24-0032) was submitted for the 46-unit residential condominium development that includes a Tentative Tract Map and Development Plan Review. This project was reviewed by staff and modified by the applicant over several months.

On April 24, 2025, a Notice of Public Hearing (Panning Commission) for the proposed project was published in the *San Gabriel Valley Examiner* and all property owners within 300 feet of the subject property were mailed a notice.

On May 6, 2025, the Planning Commission held a public hearing and recommended approval of the proposed project and associated application to the City Council.

On May 29,2025, a Notice of Public Hearing (Attachment E) for the proposed project was published in the *San Gabriel Valley Examiner* and all property owners within 300 feet of the subject property were mailed a notice.

DISCUSSION

Project Location

The subject property is located at 631-657 E. Arrow Highway. The site is located on the north side of Arrow Highway between South Bonnie Cove Avenue and South Sunflower Avenue. The site consists of two lots that are developed with commercial uses. The commercial center would be demolished to allow for the development and subdivision of 46 residential townhomes.

General Plan and Zoning Designation

The subject property has a General Plan Land Use Designation of *Arrow Highway Specific Plan (AHSP)* and a zoning designation *AHSP – Commercial Core Mixed-Use (AHSP MU-CC).*

Application/Project Request:

The project involves approval for two discretionary permits:

1. Tentative Tract Map No. 84607 to subdivide land to create 46 residential condominium townhomes.
2. Development Plan Review for approval of the project's development plans.

Summary of Recommendation:

Staff recommends the approval of the project as it is consistent with applicable development standards for the *AHSP MU-CC* zone and the City's General Plan.

FISCAL IMPACT

There is no fiscal impact for this project and the approvals recommended herein; the applicant has paid all fees associated with the review. Beyond the City's review, if the residential homes were approved it would provide one time revenue to the City in the form of building and development impact fees. In the long term, the development of the property would also provide increased property tax revenue.

ENVIRONMENTAL DETERMINATION

The City of Glendora, as lead agency, is responsible for preparing environmental documentation in accordance with the California Environmental Quality Act (CEQA) to determine if approval of the discretionary actions requested and subsequent development would have a significant impact on the environment. The application qualifies for a Categorial Exemption under Class 32 – In-fill Development Projects. Additionally, an Environmental Impact Report (EIR) was prepared for the Arrow Highway Specific Plan (AHSP) [State Clearinghouse #2017041043] and adopted by the Glendora City Council on September 25, 2018. This EIR included the full analysis for future construction of up to 739 residential units at realistic buildout within Glendora's portion of the Arrow Highway corridor. The AHSP's EIR is applicable to all future residential development plans if they are in conformance with the specific plan, thus requiring no further environmental documentation. Therefore, if the subject proposal for 46 residential homes is approved with a determination that it follows the specific plan's intent than no further environmental review is necessary. As such a CEQA Notice of Exemption (NOE) has been prepared (Attachment B) for this project, which if approved will be submitted as the project's CEQA compliance.

Prepared By	Yalini Siva, Senior Planner
Concurs With	Mark Carnahan, City Planner
Reviewed By	Jeff Kugel, Community Development Director
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Draft Resolution
B. CEQA Notice of Exemption (NOE)
C. Project Analysis Memo
D. Project Plans
E. Public Hearing Notice
F. Presentation

Attachments

A. Resolution - PLN24-0032.pdf
B. CEQA Notice of Exemption (NOE).pdf
C. Project Analysis Memo.pdf
D Project Plans.pdf
E. Public Hearing Notice.pdf
F. Presentation.pdf

RESOLUTION NO. CC 2025-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA APPROVING TENTATIVE TRACT MAP NO. 84607, DEVELOPMENT PLAN REVIEW APPLICATION FOR SUBDIVISION OF LAND TO CREATE 46 RESIDENTIAL CONDOMINIUM UNITS, AND DEVELOPMENT PLAN REVIEW APPLICATION FOR CONSTRUCTION OF TOWNHOMES ON CERTAIN PROPERTY LOCATED AT 631-657 EAST ARROW HIGHWAY, GLENDORA, CALIFORNIA (PROJECT FILE NO. PLN24-0032)

THE CITY COUNCIL
City of Glendora, California

WHEREAS, the California Subdivision Map Act (codified at California Government Code, Title 7, Division 2, commencing with §66410) establishes the legal framework regarding the division of land; and

WHEREAS, Glendora Municipal Code (GMC) section 21.02.040 establishes procedures for the review of development applications proposed through a Development Plan Review (DPR) application; and

WHEREAS, the properties at 631-657 East Arrow Highway, Glendora, California, are located in an established neighborhood of commercial and residential type uses; and

WHEREAS, GMC §21.02.040 provides that the purpose of a DPR is to establish procedures "*whereby development plans can be reviewed to ensure orderly development, aesthetic design, safe and harmonious placement and to:*

1. *Prevent or minimize adverse impacts on property in the vicinity;*
2. *Implement the general plan and applicable specific plans;*
3. *Protect the public health, safety and welfare;*
4. *Site structures and other improvements in a manner that is in harmony with the terrain and existing developments in the vicinity;*
5. *Encourage and promote energy-efficient design.";* and

WHEREAS, GMC section 21.02.040(G) provides that the reviewing body (in this case, the City Council) may impose such conditions as it deems necessary to ensure that the project will meet the development standards of the zone and the purpose and intent of the DPR; and

WHEREAS, on September 18, 2024, Melia Homes, Inc. (Applicant), on behalf of Vincenza Rago Family Trust (Owner), filed an application for a Tentative Tract Map (TTM) (No. 84607) and DPR for 46 three-story, residential condominium townhomes on certain property located at 631-657 East Arrow Highway, Glendora, California (Project File No. PLN24-0032); and

WHEREAS, the City of Glendora (City), as the lead agency, is responsible for preparing environmental documentation in accordance with the California Environmental Quality Act

(CEQA) to determine if approval of the discretionary actions requested and subsequent development would have a significant impact on the environment; and

WHEREAS, a CEQA Environmental Impact Report (EIR) was prepared for the Arrow Highway Specific Plan (AHSP) [*State Clearinghouse #2017041043*] and adopted by the Glendora City Council on September 25, 2018. This EIR included the full analysis for future construction of up to 739 residential units at realistic buildout within the City's portion of the Arrow Highway corridor. The AHSP's EIR is applicable to all future residential development plans if they are in conformance with the specific plan, thus requiring no further environmental documentation; and

WHEREAS, pursuant to GMC section 21.03.130, "Affordable housing density bonuses and other incentives", and California Government Code Section 65915 "Density Bonusses and Other Incentives", the subject project provides five (5) homes (10% of total homes) to be offered and restricted to moderate income qualified buyers. The project also complies with California Government Code Section 65915(p)(1), "Affordable Project Parking Spaces Required", which allows for a reduced number of parking spaces to be required on-site per the GMC. In addition, one (1) statutory incentive to be utilized is for usable open space and private balcony open space, as the provided usable open space is less than the required 400 square feet per unit and the provided private balcony open space does not comply with dimension standards of the GMC. Although the AHSP requires a 10-foot first floor plate height, the project provides a height of 8-feet and 7-inches to comply with both the AHSP and Los Angeles County Fire requirements. The AHSP also requires window glazing for street-facing projects; however, the project will provide stucco to ensure residential privacy in lieu of meeting the minimum requirements for window glazing and transparency. Moreover, the AHSP requires only one vehicular access point for parcels that are less than 450 feet in length. However, the project provides two driveway access points to ensure minimum density and compliance with fire requirements.

WHEREAS, if the subject proposal for the subdivision and development of 46 residential condominium townhomes is approved with a determination that it follows the AHSP's intent, then no further CEQA review is necessary, and a Notice of Exception (NOE) can be submitted as the project's CEQA compliance; and

WHEREAS, a public hearing was held by the Planning Commission of the City, on April 2, 2024, after due notice was given as required by law, at which time oral and documentary evidence was introduced along with the written recommendation of the Planning Division staff of the City; and

WHEREAS, a public hearing was held by the Planning Commission of the City on May 6, 2025, after due notice was given as required by law, at which time the Planning Commission recommended approval of the TTM (No. 84607) and DPR (Project File No. PLN24-0032) to the City Council; and

WHEREAS, a public hearing was held by the City Council of the City, on June 10, 2025, after due notice was given as required by law, at which time oral and documentary evidence was introduced along with the written recommendation of the Planning Commission of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated by reference.

SECTION 2. The City Council hereby makes Findings with Facts, which are hereby incorporated in full as follows:

FINDINGS OF FACT FOR TENTATIVE TRACT MAP

1. The proposed map is consistent with applicable general and specific plans as specified in §65451 of the California Government Code.

FACT: Pursuant to Government Code Section 66473.5, the proposed TTM together with the provisions for its design and improvements are consistent with the City's General Plan Land Use Element Designation of AHSP. The proposed TTM is for a 46-unit, residential condominium townhome development that will provide housing ownership opportunities for the community. The proposed residential is consistent with the allowed uses for the AHSP. Finally, the project location is in general proximity to City employment areas, active and passive recreational opportunities, a variety of commercial areas, and multi-modal transportation routes.

2. The design or improvement of the proposed subdivision is consistent with applicable general and specific plans.

FACT: The proposed development of residential homes is consistent with the General Plan and complies with the applicable goals, objectives and policies of the City's General Plan Elements. The residential development provides a diverse housing choice for future residents (Land Use Element Goal LU-7: A diverse range of housing choices; LU-10: Quality Infill Development; LU-18: Compatibility of Adjacent Uses; & LU-21: Preservation of Neighborhood Character). The subject site is located within a neighborhood with access to commercial areas and multiple transportation options (Housing Element Goal 3: Range of Housing Opportunities). The development project will use the latest energy conservation features to conserve natural resources and lower energy costs. The development project includes mitigation measures to ensure that noise and vibration will not exceed normally accepted levels (Noise Element Goal N-3: Coordinated Land Use Planning and Noise Mitigation). The development project complies with the General Plan Land Use Designation and zoning ordinance standards, with permitted deviations. Finally, the AHSP identifies several areas that specifically relate to the project site's development, which upon review have been determined to be compatible with the General Plan.

3. The site is physically suitable for the type of development and can accommodate the development standards of this title or as is otherwise required.

FACT: The site is designed and graded to be physically suitable for the 46-unit residential condominium townhome development. The project site has frontage on Arrow Highway which provides access and connections to existing public utilities. Private driveways provide adequate vehicular access (including Fire Department equipment access) throughout the site. The Fire Department has reviewed and accepted the site layout.

4. The site is physically suitable for the proposed density of development.

FACT: The proposed site is designed and graded to be physically suitable for the 46-unit, residential condominium townhome development. The project density of 46 units is less than the allowed maximum (30 dwelling units per acre) and consistent with the minimum dwelling units per acre (80 percent of the maximum = 46.56).

5. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially injure fish or wildlife or their habitat.

Fact: The subject site is located within an established urban neighborhood and the 46-unit residential condominium subdivision is considered an infill project. There are no fish or wildlife, or related habitats present on the property, and none would be affected by the project. A previous environmental review was conducted pursuant to CEQA and concluded that the project along Arrow Highway will have no significant environmental impact. The design of the subdivision and proposed improvements will not cause environmental damage.

6. The design of the subdivision or type of improvements is not likely to cause serious public health, safety, or welfare problems.

Fact: The design of the subdivision and the proposed improvements will not result in public health, safety, and welfare problems. The subdivision includes private and common open space for recreational opportunities for residents. The subdivision design complies with Los Angeles County Fire Department emergency vehicle access requirements.

7. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

FACT: The subdivision will not conflict with any existing public easements and new easements will be recorded as necessary for public utilities, drainage, and other issues.

FINDINGS OF FACT FOR DEVELOPMENT PLAN REVIEW

1. The use is authorized by Development Plan Review pursuant to this title.

FACT: Pursuant to GMC section 21.02.040(B), the construction of multiple-family projects—apartments, condominiums, and cooperatives—is permitted with the approval of a Development Plan Review application; and as 46 units are proposed, Planning Commission review is required.

2. The use is consistent with the general plan and other applicable plans.

FACT: The proposed development of residential homes is consistent with the General Plan and complies with the applicable goals, objectives, and policies of the City's General Elements. The residential development provides a diverse housing choice for future residents (Land Use Element Goal LU-7: A diverse range of housing choices; LU-10: Quality Infill Development; LU-18: Compatibility of Adjacent Uses; & LU-21: Preservation of Neighborhood Character). The subject site is located within a neighborhood with access to commercial areas and multiple transportation options (Housing Element Goal 3: Range of Housing Opportunities). The development project will use the latest energy conservation features to conserve natural resources

and lower energy costs. The development project includes mitigation measures to ensure that noise and vibration will not exceed normally accepted levels (Noise Element Goal N-3: Coordinated Land Use Planning and Noise Mitigation). The development project complies with the General Plan Land Use Designation and zoning ordinance standards, with permitted deviations. Finally, the AHSP identifies several areas that specifically relate to the project site's development, which upon review have been determined to be compatible with the General Plan.

3. The site can accommodate the development standards of this title or as is otherwise required.

FACT: The proposed project is located on four existing lots located at 631-657 E. Arrow Highway, is zoned *Commercial Core Mixed-Use (MU-CC)* and is 1.9 acres in size. The proposed residential project is comprised of 46 attached, three-story, residential condominium townhomes with two-car garages; a project density of 46 units is less than the allowed maximum (30 dwelling units per acre) and consistent with the minimum dwelling units per acre (80 percent of the maximum = 46.56). Therefore, the proposed project will conform to the City's current residential density for this zone in place for the Arrow Highway Corridor.

4. The site is adequately served by streets, utilities, and other services, facilities and improvements.

FACT: The subject property has street frontage on Arrow Highway. The site is served by services and utilities provided by Athens Waste Disposal, Los Angeles County Sanitation District, City of Glendora Water Division, Glendora Police Department, Los Angeles County Fire Department, Southern California Edison, Los Angeles County Flood Control District, and all other public and private services that accommodate the operation of an attached residential condominium development. The right-of-way areas (sidewalks and streets) are located within unincorporated Los Angeles County (County) jurisdiction and are fully improved.

5. The use will not adversely affect the character and integrity of the area, the utility and value of properties in the area, and the health, safety and welfare of the public.

FACT: The proposed project will result in the construction of 46 townhouse condominiums in an established urban neighborhood (commercial and residential uses). Therefore, the proposed residential condominium project is compatible with the neighborhood. The development of the lot will not adversely affect the character and integrity of the area or the health, safety, and welfare of the public. The project will not cause any serious health, safety, or welfare problems in that its design and related construction will be performed per the requirements of all applicable codes, including zoning and building.

SECTION 3: The City Council hereby adopts the foregoing findings and approves the filing of a NOE by City staff for CEQA compliance.

SECTION 4. The City Council hereby approves the application for a TTM and DPR (Project File No. PLN23-0015) for the subdivision and development of a 46-unit residential condominium project as described by the report and depicted on project plans attached to the City Council Agenda Report for PLN23-0015, and after determining that the project meets the requirements

of GMC section 21.02.040 and the California Subdivision Map Act, subject to the following Conditions of Approval:

CONDITIONS OF APPROVAL

1. The Applicant shall sign and submit to the Planning Division a statement indicating agreement with and acceptance of the adopted Conditions of Approval prior to the issuance of grading and building permits.

2. The subject property shall be developed in substantial conformance with project plans attached to the City Council Agenda Report for PLN24-0032, as modified by these Conditions of Approval.

3. The City shall have the right of entry to inspect the premises to verify compliance with the Conditions of Approval and the GMC.

4. The City shall retain the right and the jurisdiction to review the TTM and DPR (No. PLN24-0032) in the event the use conducted herein is modified, changed in scope, or the owner or operator seeks to expand, alter, reconfigure, or change the use. This reservation of the right of review is in addition to, and not in lieu of, the right of the City to review and revoke the TTM and DPR (Project File No. PLN24-0032) or to modify the permit for any violation of the Conditions imposed.

5. The Applicant agrees as a condition of issuance of this entitlement to indemnify, protect, defend, and hold harmless, the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents, from and against any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims") arising out of or in any way relating to the issuance of this entitlement, any actions taken by the City related to this entitlement or the environmental review conducted under the California Environmental Quality Act, Public Resources Code §21000 et seq., for this entitlement and related actions.

Planning

6. The Applicant shall maintain consistency with the approved architectural plans including colors and materials submitted to the Planning Division. Modification(s) of the approved building elevations, including but not limited to, changes of finished material(s) or alterations to building articulation are not permitted without prior written approval from the Community Development Director (Director). Requests shall be made in writing and include:

    a. A written and illustrative description of the proposed revision; and

    b. The reason and justification for the request.

    In approving a revision, the Director shall find that the requested modification is minor and substantially conforms with the approved architectural plans.

7. The delivery of materials and equipment and the outdoor use of equipment, hammers, and power tools shall be limited to the hours between 7:00 a.m. and 6:00 p.m., Monday through

Friday, with no work allowed on Saturdays, Sundays, or Federal holidays, with the exception of interior work. Outdoor yard work is permitted, wherein it does not involve heavy equipment or noise-producing equipment.

8. A final wall and fence plan shall be submitted to the Planning Division for review and approval prior to the issuance of building permits. Approved walls and fences shall be installed prior to final occupancy.

9. Walls and fences shall be installed prior to final occupancy, consistent with the preliminary fence and wall plan.

10. The Applicant shall prepare Covenants, Conditions, and Restrictions (CC&Rs) for the development including articles establishing a condominium association. A copy of the draft CC&Rs shall be submitted to the Planning Division and City Attorney for review and approval prior to Final Map approval. The Applicant will be responsible for payment to cover all City staff and City Attorney time required to review said CC&Rs. A recorded copy of the approved CC&Rs shall be submitted to the Planning Division prior to final occupancy as well as final payment to cover any City costs for review. CC&Rs shall include the following requirements:

    a. The condominium association shall maintain all common areas including private driveways, sidewalks, lighting, landscaping, irrigation, recreation equipment, fixtures, and other improvements.

    b. The condominium association shall maintain all landscaped areas, including front yard landscaping.

    c. The condominium association shall provide all water needed for irrigation of the common landscaped areas and for any landscaping and trees in the public right-of-way fronting the project.

    d. The condominium association shall maintain landscaping and irrigation in the public right-of-way.

    e. The CC&Rs shall clearly identify building and site maintenance responsibilities.

    f. The CC&Rs shall specify that the parking and/or storage of recreational vehicles, boats, trailers (recreational or business-related) equipment, and similar such vehicles, is prohibited everywhere onsite.

    g. The CC&Rs shall require that residents use the garages provided and private driveways assigned to their respective units to park their vehicles and not for long-term storage.

    h. The CC&Rs shall include a time limit for guest parking space use.

    i. The CC&Rs shall not be amended without the written consent of the City of Glendora.

11. The Applicant is responsible for submitting forms and fees associated with the formal assignment of addresses for each residential unit. The process is initiated with the Community Development Department (Planning) and is concluded by the City Clerk's Office.

12. The project is subject to compliance with the City's Community Art Program (CAP) - Ordinance 2083 and Resolution CC 2024-04. As per the requirements outlined in GMC section 21.03.150, applicable projects are required to install approved artwork in conjunction with their project (encouraged) or pay an in-lieu contribution equal to a minimum percentage of the total building permit valuation (BPV). Specifically, this project shall adhere to the following guidelines adopted into the City's Master Fee Schedule: New residential developments consisting of 11 or more units/houses and new mixed-use with residential as the primary component - An artwork installation approved by the City or an in-lieu contribution equal to 0.25% of the BPV is required. To ensure compliance with the CAP, Applicant shall submit a CAP application and coordinate with the City's Planning Division. Approval of CAP application is required prior to building permit issuance.

13. All mechanical equipment, including air conditioning units, for the units along Arrow Highway, shall be screened from street view with landscape and physical screening barriers.

14. All plans submitted for building, grading and landscape plan checks shall show consistency in building and unit numbering.

Landscaping

15. A Water Efficient Landscaping Application and MWELO compliance shall be completed and submitted to both the Planning Division (for landscape) and the Water Division (for irrigation) for review and approval prior to the issuance of building permits. The plan shall be prepared by a licensed landscape architect and shall demonstrate compliance with the Water Efficient Landscape Ordinance (Assembly Bill 1881). Approved landscaping and irrigation shall be installed prior to final occupancy. (GMC §21.03.060)

16. Pedestrian path crossings of the drive aisle (crosswalks) and project entrances shall utilize decorative paving and should be shown on the landscape plan submitted to the Planning Division.

17. All light fixtures, including freestanding and building-mounted, shall be decorative and complementary to the architectural style of the buildings and shall be subject to approval by the Planning Division.

18. All common area landscaping shall be installed by Applicant and maintained by the condominium association.

19. The Applicant shall enter into an Affordable Housing Agreement (AHA) with the City prior to Final Map issuance of the first residential unit(s) Building Permit. The AHA is related to the Project's use of State law for concessions/incentives in exchange for inclusion of moderate-income units (total of 5 or 10% of development). The Applicant is responsible for actual costs incurred by City associated with application, preparation, legal review, and processing of the AHA.

Air Quality

20. The best available control measures to minimize fugitive dust emissions shall be utilized, including but not limited to watering soils as necessary to minimize dust generation.

(SCAQMD Rule No. 403.)

Building & Safety Division

21. Park Development Fees for new development shall be applied.

22. A Certificate of Compliance from the school district is required.

23. A Geotechnical Investigation Report is required.

24. Los Angeles County Fire Department approval is required.

25. An automatic fire sprinkler system is required.

26. An engineered design provided by a State of California Registered Design Professional is required.

27. A demolition permit is required for the demolition of existing structure(s), if any. This requires a separate permit application and plan submittal. This demolition permit shall be issued prior to the building permit.

28. An asbestos survey and abatement report is required.

29. Retaining walls shall be a separate submittal to the Building Division, with the walls accurately shown on a grading plan approved by the City of Glendora Engineering Division.

30. Signs, if any, shall be under a separate permit application and plan submittal.

31. Plans shall show compliance with the Housing Accessibility requirements of Chapter 11A of the California Building Code.

32. Separate water meters or submeters are required for each residential dwelling unit of a multiunit residential or mixed-use residential and commercial structure (California Plumbing Code §601.2.1).

33. Electric Vehicle (EV) charging shall be provided as required by the 2022 CalGreen Code.

34. Additional submittal requirements can be found on the Residential Submittal Checklist available at https://www.cityofglendora.org/home/showpublisheddocument/21682/637789537719370000

Water Division

35. Applicant shall submit a public water improvement plan for this project. The plan shall include

approved city construction standards and materials for the domestic water, fire water and public hydrant installations in the public right-of-way on E. Arrow Highway. Review by the City's Water and Engineering Divisions will be required for plan check approval.

36. Applicant shall submit separate building plans for both private on-site domestic and fire water installations. The plans shall include approved City and building construction standards including materials for the private domestic and fire water services. Review by City's Water, Engineering and Building Divisions will be required for plan check approval.

37. Applicant shall install backflow prevention device(s) approved on the USC List of Approved Backflow Prevention Devices for both the domestic and fire water connections. Installation of these devices shall be suitable for potable water and conform to the City's construction standards. Annual recertification of these device(s) shall be submitted to the Water Division.

38. Applicant shall submit a water service abandonment plan for this project for two (2) existing services in the public right of way on E. Arrow Highway. Review by the City's Water and Engineering Divisions will be required for plan check approval.

39. Applicant shall be responsible for all fees associated with water utility installation, permitting, plan review and inspection.

40. Applicant will be responsible for following all conditions noted in the issued will serve letter, dated August 19, 2024.

Land Development Division

Final Tract Map/Site Development:

41. All engineering drawings, maps, plans, reports, and studies required for the project shall be prepared by a registered civil engineer licensed in the State of California, and all surveys, maps, legal descriptions, and survey documents shall be prepared by a licensed professional land surveyor in the State of California. At the time of first plan check, Applicant shall provide a list of the Engineer(s) and Surveyor(s) of Record.

42. A final tract map is required, and shall be consistent with the approved TTM. The final map will be reviewed for technical accuracy by the City's contract Land Surveyor. Applicant is responsible for all such costs. A title report/subdivision report that is less than six (6) months old is required at the time of submittal. Copies of all underlying documents/easements of record referenced in the title report shall be included. All easements on the property shall be shown on the grading plan. Applicant shall also label, dimension, and identify any easements.

43. Subdivision Improvement and Indemnification Agreements shall be signed by Applicant prior to final map approval. Applicant shall submit the final map to the City's contract Land Surveyor for technical review. Applicant is responsible for all fees associated with this review. A bond to guarantee installation of survey monuments shown on the final map as "to be set" will be required prior to final map approval. All existing survey monuments (within the limits of construction) in place at the time of construction shall be protected in place. If any of those monuments are disturbed or removed by construction, then Applicant shall secure the services of a licensed professional land surveyor to replace and document those monuments.

44. Driveway widths and radii shall be reviewed and approved by L.A. County Fire Department for accessibility.

Stormwater

45. This project is required to comply with the current Federal National Pollutant Discharge Elimination System (NPDES) and State Municipal Separate Storm Sewer System (MS4 Permit) requirements. Projects subject to the MS4 are to implement post-construction low impact development (LID) storm water runoff water quality control measures as a way to reduce downstream runoff. Applicant shall follow section 21.03.090 of the GMC to determine Applicability and Performance Criteria. An LID Report and plans for the construction of LID improvements is required for the project. Applicant shall follow LA County LID Standards Manual for design and format of LID Report. The soils engineer of record shall review and approve the infiltration system.

46. This project is required to comply with the State Construction NPDES permit. This requires a Storm Water Pollution Prevention Plan (SWPPP) for implementation during the construction phase of the project. The SWPPP shall be prepared by a Qualified SWPPP Developer (QSD) and shall be submitted to Public Works for review and approval. The approved SWPPP shall be implemented by a Qualified SWPPP Practitioner (QSP) during construction. Detailed plans for erosion control shall be included.

Grading and Drainage:

47. Grading and drainage plans and required supporting documents (such as geotechnical, drainage/hydrology/LID reports/plans) shall comply with the recommendations of the geotechnical engineer of record and will be submitted and reviewed together with the project Grading and Drainage Plan by the Land Development Division. A permit from the City of Glendora Public Works Department and a grading bond are required prior to the start of construction. Applicant shall show all existing and proposed easements on the improvement plans. Applicant shall also label, dimension, and identify easement holders.

48. All structural BMP's for the project shall be shown in detail on the grading plans. The grading plan shall be reviewed/approved by the soils engineer. A minimum ½" per hour percolation rate shall be verified by the soils engineer for the project via a percolation test and included in next submittal for any areas where storm water is proposed to be infiltrated.

49. GMC section 20.28.010 requires utilities to be installed underground in new developments. Existing overhead utilities along the project frontage of the public streets may be required to be relocated underground, but this is not required by the City. Applicant shall coordinate with utility agencies as necessary.

50. A final geotechnical report is required with the submittal addressing grading and building construction, including over-excavation. While the City requires reports be prepared following the L.A. County GMED manual, the City has not adopted their building code. First submittal of Grading Plan shall be signed and stamped by the geotechnical engineer stating that the Grading Plan is in conformance to the geotechnical/soil engineer recommendations. After final grading plan approval, the grading plan shall be signed and stamped by the geotechnical engineer. As necessary, Applicant shall provide an update letter if the soils report is greater

than one year old. The geotechnical report for this project may be peer reviewed by the City's contract geotechnical engineer and/or geologist. Applicant is responsible for payment of all costs. A one thousand five hundred dollar ($1,500.00) deposit is required to cover review of the geotechnical report.

51. The Final Drainage Study Report shall follow the City's Hydrology & Hydraulics report format and discuss the offsite stormwater run-on flows (if any) from properties surrounding the site. The report should analyze both off-site storm water run-on and on-site storm water flow. The report shall be coordinated with the project LID Report.

52. Storm Drain Plans with profiles and details of the proposed drains, inlets, and facilities may be required. For connection to the L.A. County storm drain, reports and plans required by the County shall be submitted to the City and L.A. County for plan check and permitting.

53. When grading plans are submitted for first plan check, a fee is required based on the cubic yards of earth moved. A plan check fee will be collected at the time of first submittal based on the quantity on the submittal. Applicant shall include over excavation and re-compaction quantities in the calculations for cut and fill quantities. At the time of issuing a grading permit, final plan check fees will be adjusted accordingly with additional fees paid or refunded determined by final yardage. A Grading Bond will be required.

Utilities:

54. At time of plan check, Applicant shall submit a Composite Utility Plan showing the proposed water, sewer, drainage, electrical, telecom/internet, cable TV, and natural gas (if any) lines and facilities for the project. Applicant shall include all proposed utilities and all existing utilities on-site and adjacent to the site. The plan will be reviewed and approved by the Land Development Division.

55. Water is served by the City. Frontage fees may apply to this project. Water improvement plans shall be prepared in accordance with City guidelines. Contact the Water Division at (626) 914-8249 to determine water service requirements.

56. Applicant may be required to provide water rights to serve the project. Currently water rights fees are approximately fourteen thousand dollars ($14,000.00) per acre-foot of water. When the final number of units and amount of landscaping is decided, Applicant shall contact the Water Division at (626) 914-8249 for more information regarding the water rights fee.

57. Exact service locations will be determined after the final site plan is approved, but they shall not be located in drainage features or where water could pond. Easements may be required to access water meters and other water devices.

58. Backflow prevention shall be provided per City Standard Detail 2.30 for structural fire protection (i.e., sprinklers) and landscape irrigation systems. Plans shall be submitted to the Public Works and Community Development Departments for review and applicable plan check fees shall be paid.

59. Installation of public and/or private water mains is required to serve the proposed development. A separate plan submittal will be required for any fire hydrants or fire water lines which will

serve the site. That plan is a separate submittal to the Engineering Division as well as the L.A. County Fire Department for review and approval. The plan will be prepared using the City of Glendora title block and shall show the connection in the public right of way and shall have a signature block for the L.A. County Fire Department. A plan review fee of 5% of the engineer's estimate is due at time of first submittal. For L.A. County Fire Department requirements, Applicant shall contact Fire Staff at (626) 963-5564.

60. If water easements or any other easements are required and not shown on the final subdivision map, Applicant shall follow the Engineering guidelines for preparing legal descriptions and plats. The City uses consultants to perform the review of documents prepared by a professional land surveyor which Applicant is required to pay for. Applicant will be required to deposit one thousand dollars ($1,000.00) for the initial review of the document. Any unused funds are returned. If additional fees are required, then an additional deposit will be requested.

61. Fire flow tests will be required. Applicant shall contact the Public Works desk at (626) 914-8246 test should Applicant choose to move forward by scheduling the test.

62. The City of Glendora owns the local wastewater (sewage) collection system, but it is operated and maintained for the City as part of the County's Consolidated Sewer Maintenance District. The plan check for any sewer improvement plans will be processed by both the City of Glendora and Los Angeles County Public Works. Plans shall be prepared using County standard format and standards.

63. The treatment system for Glendora's wastewater (sewage) is owned and operated by the Los Angeles County Sanitation District No. 22. Applicant's Civil Engineer shall contact the District to obtain a treatment will serve letter as well as pay the appropriate fees. For further information, Applicant shall contact District Staff at (562) 908-4288, extension 2717.

64. On-site sewer will be public sewer. Off-site sewer may require new or upgraded facilities. All public sewers require a City sewer improvement plan and profile. The plan check will be processed by both both the City of Glendora and Los Angeles County Public Works. Applicant will be responsible for all the plan check fees for the City and the County. The City's plan review fee is 5% of the engineer's estimate and is due at the time of first submittal. Sewer acreage and frontage charges may be applicable.

Street Improvements:

65. Street improvement plans are required. Street improvements for this project will include removing unused driveway approaches, constructing new concrete sidewalk along the project street frontage of Arrow Highway, and constructing new ADA compliant driveway approaches to serve the project site. Street improvement plans are required at the time of plan check to be submitted to the City of Glendora and the County of Los Angeles for review. Permits for improvements in the Arrow Highway public right of way will be required by the City of Glendora and the County of Los Angeles. A dedication of an additional right of way or easement for 2-feet of sidewalk is required. Damaged or non-standard improvements and facilities shall be reconstructed per City Standards. A line of sight study, proposed red curb, and new or modified street signs along the project frontage shall be shown on the street improvement plan.

66. Existing mast-arm streetlights shall be changed to LED luminaires, and additional new streetlights may be required along the project frontage. City and County will review the street lighting during the plan check process.

67. Any and all street improvements, utility, and trench work require a permit from the City of Glendora. All City Standards are available online on the City's website under the Public Works Department.

68. Construction temporary traffic control plans for Arrow Highway and signing and striping plans for the public streets shall be prepared and submitted to the City and County Public Works Departments for review/approval.

Public Works – Landscaping/Irrigation Plan:

69. Landscape/Irrigation Plan will be processed through both the Planning Division (for landscape) and the Water Division (for irrigation). The irrigation and landscape plans shall be Water Efficient.

Waste Management:

70. All construction, demolition, and renovation projects within the City with a total valuation cost for the new or remodeled construction as determined by the City Building Official which are, or projected to be, greater than or equal to one hundred thousand dollars ($100,000.00) shall submit a Waste Management Plan to the Building Division for review and approval prior to issuance of any permits in compliance with the City's Construction and Demolition Ordinance No. 1811. The approved Waste Management Plan shall be implemented upon start of demolition, grading, and construction and maintained throughout the project until issuance of a Certificate of Occupancy. The City may review and amend the plan as needed. Guidelines are available from the Recycling Coordinator (GMC §6.09).

Public Works – Miscellaneous:

71. Applicant will be required to apply for formal address assignment. For details and fees, contact Public Works at (626) 914-8246.

Los Angeles County Fire Department - Final Map & Water System Requirements

72. The approval of this permit shall be contingent on approval by the Los Angeles County Fire Department (LACDF). Any changes resulting from the requirements of the LACDF shall be submitted to the Planning Division for review and approval prior to the commencement of construction.

73. All fire hydrants shall measure 6"x 4"x 2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal, and shall be installed in accordance with the County of Los Angeles Fire Code.

74. All required public fire hydrants shall be installed, tested, and accepted prior to beginning construction.

75. One (1) new public fire hydrant and one (1) private on-site shall be installed. (locations shall be shown on the site plan).

76. The required fire flow for the public fire hydrants for this project is 2,500 gpm at 20psi residual pressure for two (2) hours.

77. The required fire flow for the private on-site for this project is 1,250 gpm at 20 psi residual pressure for two (2) hours.

78. Access as noted on the Tentative and the Exhibit Maps shall comply with Title 21 (County of Los Angeles Subdivision Code) and section 503 of Title 32 (County of Los Angeles Fire Code), which requires an all-weather access surface to be clear to sky.

79. The Private Driveways proposed as private streets for access throughout the development shall be labeled as "Private Driveway" on the Final Map. The portion of the private driveway intended for fire apparatus access shall be identified as "Fire Lane" on the Final Map. All widths and dimensions shall be clearly delineated with a reciprocal access agreement, which is required for all private driveways. Compliance is required prior to Final Map clearance.

80. Fire hydrant improvement plans shall be submitted to our office for review and approval prior to the clearance of the Final Map.

81. The Final Map shall be submitted to our office for review and approval prior recordation.

Term

82. The approved use and/or construction work shall commence within 24 months after the effective date of the approval, or such other period specified as a condition of approval and shall be carried on diligently to completion. If the use or construction work has not commenced within the required time period and carried on diligently to completion, the permit shall become void; however, the Director may extend the time limit in the case of unavoidable delay. Applicant shall submit a written request to the reviewing body or Director for a time extension at least thirty days prior to the date on which the original time limit expires. Consideration of a time extension does not require a public hearing even if a hearing was required for the original permit. (GMC §21.02.010 E.)

Enforcement

83. Applicant shall pay the costs of any code enforcement activities, including attorney's fees, resulting from the violation of any conditions of approval or any provision of the GMC. (GMC §1.18.)

84. Any violation of the Zoning Ordinance or any entitlement granted is considered a misdemeanor punishable by a fine not to exceed one thousand dollars ($1,000.00) and/or by imprisonment in the County jail for a period not to exceed six (6) months. Each day or portion of a day during which any violation of the Zoning Ordinance occurs or continues constitutes a separate offense and shall be punishable as provided. (GMC §21.01.030 H.)

SECTION 5: The Mayor shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption of this Resolution, and the same shall thereupon take effect on _____, 2025 subject to a 15 calendar-day appeal and be enforced in accordance with the terms and Conditions thereof.

PASSED, APPROVED and **ADOPTED** by the City Council of the City of Glendora this ___ day of_____, 2025.

BY:_____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ___ day of _____, 2025, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Communications Director

CITY OF GLENDORA

116 East Foothill Boulevard, Glendora, California 91741

NOTICE OF EXEMPTION

Project Title: PLN24-0032

Project Location: 631-657 E. Arrow Highway, Glendora, CA

Project Applicant: Melia Homes, Inc.

Mailing Address: 9860 Irvine Center Drive, Irvine, CA 92618

General Plan Land Use Designation: *Arrow Highway Specific Plan*

Zoning Designation: *AHSP Commercial Core Mixed-Use (AHSP MU-CC)*

Project Description: The project involves a Tentative Tract Map and Development Plan Review for a three-story multi-family residential development of 46 townhomes.

Surrounding Land Uses and Setting: Properties to the north are zoned *multi-family residential (R-3)*; properties to the west are zoned *AHSP MU-CC*; and properties to the east are zoned *AHSP NC-MU*. Properties to the south are located outside of the City border.

The Planning Commission recommends the following exempt status / findings:

- ☐ Ministerial (Sec. 15073)
- ☐ Declared Emergency (Sec. 15071(a))
- ☐ Emergency Project (Sec. 15071(b) and (c))
- ☒ Categorical Exemption

  Type: Class 32 Section: 15332 (In-fill Development Project)
- ☐ Statutory Exemption. Code Number: _____
- ☒ Other

Reasons why project is exempt: CEQA requires analysis of agency approvals of discretionary "Projects." A "Project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment" (State CEQA Guidelines Section 15378). The proposed Project is a project under CEQA.

Staff has reviewed the Project and determined that it is categorically exempt from CEQA review pursuant to the following:

15332 (In-fill Development Project) - Class 32: This categorical exemption applies to projects that are characterized as infill development and meet specified requirements. The Project qualifies as infill development because it satisfies each of the following conditions:

a. *The project is consistent with the applicable General Plan designation, General Plan policies, and zoning designation and regulations*. The proposed 46-unit condominium townhomes are residential use, which is allowed in the General Plan (*Arrow Highway Specific Plan*) and Zoning (*AHSP MU-CC*) designations.

b. *The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses*. The site is surrounded by existing multi-family residential to the north and south and commercial and office uses to the west and east. The

subject site is located at the southern City border. Therefore, the properties and their uses located to the south of the project site are outside the city limits.

c. *The project site has no value, as habitat for endangered, rare, or threatened species*. The Project site was previously developed for commercial uses .The surrounding areas are fully developed. Therefore, there is no value as habitat for endangered, rare, or threatened species.

d. *Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality*. The Project would not result in any of the following significant effects:
   - Noise. Noise from the Project would be subject to the noise thresholds established by ordinance, consistent with the General Plan and incorporate automatic volume control levels.
   - Air Quality. Air quality thresholds are established through the South Coast Air Quality Management District. The Project would not exceed these established thresholds.
   - Water Quality. The Project has been conditioned to comply with an applicable Water Quality Management and Best Management Practices to reduce or eliminate potential impacts from water runoff from the site, although all stormwater items are already existing and in place.

e. *The site can be adequately served by all required utilities and public services*. The Project site was previously developed and had been served by local utilities and services.

Previous Analysis: Relying on previous adopted California Environmental Quality Act (CEQA) analysis. An Environmental Impact Report (EIR) was prepared for the Arrow Highway Specific Plan (AHSP) [State Clearinghouse #2017041043] and adopted by the Glendora City Council on September 25, 2018. This EIR included the full analysis for future construction of up to 739 residential units at realistic buildout within Glendora's portion of the Arrow Highway corridor. The AHSP's EIR is applicable to all future residential development plans if they are in conformance with the specific plan, thus requiring no further environmental documentation. Therefore, if the subject proposal for 46 residential condominiums is approved with a determination that it follows the specific plan's intent, then no further environmental review is necessary.

_____ Date: _____
Jeff Kugel, Director of Community Development

The above recommended exempt status and findings were adopted by the following body:

City of Glendora City Council on June 10, 2025

_____ Date: _____
Yalini Siva, Senior Planner (626) 914-8213

PROJECT NO. PLN24-0032—PROJECT ANALYSIS MEMORANDUM

PROJECT SUMMARY:

Applications: Various entitlements are needed in order to accomplish the proposed development; the following approvals are required:

1. *Tentative Tract Map* No. 84607 to subdivide land to create 46 residential condominium townhomes.
2. *Development Plan Review* for approval of the project's development plans.
3. *CEQA Notice of Categorical Exemption* of the California Environmental Quality Act Guidelines.

Date of Application: September 18, 2024

Applicant: Melia Homes, Inc.
9860 Irvine Center Drive
Irvine, CA 92618

Property Owner: Vincenza Rago Family Trust

Property Address: 631-657 E. Arrow Highway
Glendora, CA 91740

L.A. County Accessor Parcel/Identification Nos.: 8653-009-030 and 8653-009-031

Description of Property: The subject property is located at 631-657 E. Arrow Highway. The site is located on the north side of Arrow Highway between South Bonnie Cove Avenue and South Sunflower Avenue. The site consists of two lots that are currently developed with commercial uses. The commercial center would be demolished to allow for the development and subdivision of 46 residential townhomes.

All of the proposed townhomes will be for-sale homes, with 10% of the proposed homes to be restricted to "moderate" income qualified buyers under State Density Bonus Law. Pursuant to Government Code Section 65915, this proposed project is able to request for concessions, waivers and incentives.

General Plan Designation: The project site has a General Plan (Community Plan 2025) land use designation of *Arrow Highway Specific Plan.* The General Plan indicates that *"Specific plans grant the City authority to consider and create detailed and precise plans prepared by landowners, developers, and public agencies. It allows the flexibility to create specific zoning for a particular area such as a downtown or an area with environmental constraints, and results in unique and imaginative designs. The specific plan establishes a land use pattern, circulation system, open space and other features, as necessary, to ensure the area is also well integrated into the community."*

The City's General Plan has several goals and policies that should be considered with the proposal. Staff found the following excerpts from the General Plan Housing and Land Use Elements to be relevant:

- Goal LU-5: *Expanded residential development opportunities.*
- Policy LU-5.2: *Provide for expanded infill residential opportunities in appropriately designated areas in the City.*
- Goal LU-7: *A diverse range of housing choices.*
- Policy LU-7.1: *Provide opportunities for the development of housing at a variety of affordability levels and densities that respond to the various needs of future residents.*
- Goal LU-10: *Quality infill development.*
- Policy LU-10.1: *Ensure the design and development of infill projects compliments existing development in terms of scale, character, and pedestrian quality.*
- Goal LU-18: *Compatibility of adjacent land uses.*
- Policy: LU18.1: *Ensure the preservation of a scale and character of development is sensitive to adjoining uses.*

The City's current Housing Element, includes the following:

- GOAL 3: *Provide suitable sites for housing development which can accommodate a range of housing by type, size, location, price, and tenure to accommodate the City's share of the regional housing need.*
- Policy 3.1: *Implement land use policies that allow for a range of residential densities and products, including low-density single-family uses, moderate-density townhomes, and higher-density apartments, condominiums, and units in mixed-use development.*
- *Policy 3.2: Encourage development of residential uses in strategic proximity to employment, recreational facilities, schools, neighborhood commercial areas, and transportation routes.*
- *Policy 3.5 Ensure that residential development sites have appropriate and adequate services and facilities, including water, wastewater, and neighborhood infrastructure.*
- *Policy 3.6 Support the assembly of small vacant or underutilized parcels to enhance the feasibility of infill development.*

Zoning: The project site is located within the *Commercial Core Mixed-Use (MU-CC)* zone. The *Arrow Highway Specific Plan* defines the *MU-CC* zone as *"The Commercial Core Mixed-Use*

zone will create a vibrant commercial focus for the "commercial node" with a nearby residential community to support it. The MU-CC zone allows for an intensification of commercial uses within both a mixed-use and stand-alone setting. High density residential is allowed in a mixed-use setting and as a stand-alone use. Development within the zone shall include public amenities such as outdoor seating areas, plazas, and/or public art. The MU-CC zone applies to properties both east and west of the Bonnie Cove Avenue/Arrow Highway intersection.

Surrounding Uses: The site is surrounded by existing multi-family residential to the north and south and commercial and office uses to the west and east. The subject site is located at the southern City border. Therefore, the properties and their uses located to the south of the project site are outside the city limits. *Table A* below further describes the land uses for the surrounding properties:

Table A -	***Project Surroundings***		
	Existing Uses	**General Plan**	**Zoning**
North	Multi-Family Residential	*High Density*	*Multi-Family Residential*
South	Multi-Family Residential	*Unincorporated Los Angeles County*	*Unincorporated Los Angeles County*
East	Commercial/Office	*Arrow Highway Specific Plan*	*Neighborhood Commercial Mixed-Use*
West	Commercial/Office	*Arrow Highway Specific Plan*	*Commercial Core Mixed-Use*

Arrow Highway Specific Plan

The property is located along Glendora's southern jurisdictional boundary on Arrow Highway. In April 2014, the Glendora City Council identified the creation of a specific plan for Arrow Highway as part of the City's Strategic Plan to enhance economic development with community involvement and allocated funding for a community planning effort targeting this corridor.

On September 25, 2018, the City Council adopted the Arrow Highway Specific Plan (AHSP). The goal of the specific plan was to provide policy direction regarding how the Arrow Highway Corridor area can be transformed and revitalized. A primary objective of the plan is to provide for a transition of uses that is responsive to market forces and supports the overall economic development and livability goals of the City.

The vision that the stakeholders and community members had when creating the Arrow Highway Specific Plan included envisioning a thriving, multimodal corridor that provided a range of housing options. Additionally, one of the main objectives include the following:

- *OBJECTIVE 3: Broaden Housing Options – "Redevelop older housing and provide new for sale and for rent housing in 'stand alone,' mixed-use, and/or senior housing options, particularly near neighborhood services and close to transit connections."*

- *OBJECTIVE 7: Enhance Livability and Character – "Improve the area's aesthetic appeal with the reuse/redevelopment of older buildings and shopping centers, attractive architectural styles, landscaping, public art, welcoming gateway elements, and unified street furniture and signage. Increase police visibility, 'eyes on the street,' and upkeep of underutilized lots. Ensure efficient infrastructure to support future growth."*

- *OBJECTIVE 8: Implement Catalytic Infill Projects – "Pursue development and redevelopment projects to create the greatest level of positive change and stimulate additional public and private investment. Rehabilitate older buildings and support new uses for development on vacant lots. Encourage consolidation of underutilized parcels to create more viable development opportunities."*

Additionally, the Arrow Highway Specific Plan has the following quote that is relevant to the site and proposed development:

- *"Residential development will be encouraged to support the economic viability of the commercial and entertainment uses."*

PROJECT ANALYSIS:

Proposed Subdivision

The existing site is 1.9 acres and would be subdivided for residential condominium purposes (*Tentative Tract Map No. 84607*) to create a 46-unit residential townhouse development. The proposed development establishes exclusive private areas and common areas and defines ownerships that can be acquired and sold by future homeowners. The proposed plans are included in Attachment D.

Required findings for approval of a tentative tract map are contained within the California Subdivision Map Act and are outlined within the attached draft resolution (Attachment A).

Development Plan Review (DPR)

The applicant has requested a DPR related to the project's development plans. Pursuant to GMC §21.02.040 (B), *"Projects requiring development plan review (the reviewing body is in parenthesis):…*
(2) Multiple-family projects-Apartments, condominiums and cooperatives (commission);
a. 1-10 dwelling units, 1-10 units, allow by-right (Applicants apply directly for building permits);
b. 11-25 dwelling units (director);
c. More than 25 dwelling units (commission);."

Pursuant to the GMC, the purpose of the DPR is to, "*provide procedures whereby development plans can be reviewed to ensure orderly development, aesthetic design, safe and harmonious placement and to: 1. Prevent or minimize adverse impacts on property in the vicinity; 2. Implement the general plan and applicable specific plans; 3. Protect the public health, safety and welfare; 4. Site structures and other improvements in a manner that is in harmony with the terrain and existing developments in the vicinity; 5. Encourage and promote energy-efficient design."*

The proposed residential project is comprised of 46 attached, three-story, residential condominium townhomes with two-car garages. The proposed site is designed and graded to be physically suitable for the development. The project density of 46 units is less than the allowed maximum (30 dwelling units per acre) but consistent with the required minimum dwelling units per acre (80 percent of the maximum = 46.56). Therefore, the proposed project will conform to the City's current residential density for the zone in place for the Arrow Highway Corridor.

The proposed residential development is composed of eight rowhouse buildings (5-7 units each). There will be three different floor plan types that include the following:

Table B	***Unit Break Down by Floor Plan Type***			
	Plan 1	**Plan 1-Alt.**	**Plan 2**	**Plan 3**
No. of Units	20	4	6	16
Bedroom Count	3	3	2 + Den	4
Bathroom Count	3	3	2.5	3.5
Area of 1st Floor	73 s.f.	91 s.f.	134 s.f.	367 s.f.
Area of 2nd Floor	616 s.f.	616 s.f.	565 s.f.	770 s.f.
Area of 3rd Floor	659 s.f.	659 s.f.	617 s.f.	757 s.f.
Total Living Area	1,348 s.f.	1,366 s.f.	1,316 s.f.	1,894 s.f.
Balcony Area	68 s.f.	68 s.f.	65 s.f.	78 s.f.
Garage Area	556 s.f. (tandem garage)	556 s.f. (tandem garage)	474 s.f.	459 s.f.
Storage Area	200 c.f.	200 c.f.	90 c.f.	50 c.f.

Table C below illustrates that the project complies with the maximum height, floor area ratio (FAR), and related development standards for development within Transformative District 2, as follows:

Table C	**Transformative District 2: Design Standards**					
	Required			**Proposed**		
Building Placement						
Ground Floor Front Setback	15 feet minimum, 25 feet maximum; all shall be landscaped			15.1 feet		
Amenity Zone	15-25 feet, including amenities			15.1 feet		
Side and Rear Setback (Minimum)		***Existing, Adjacent Use***			***Existing, Adjacent Use***	
	New Use	*Non-Residential*	*Non-Residential*	***New Use***	*Non-Residential*	*Non-Residential/ Multi-Family Residential*
	Residential	10 feet	10 feet	*Residential*	West -12.3 feet	East – 13 to 14.3 feet North – 14.5 feet
Building Form						

Building Length (Maximum)	200 feet	Approximately 120 feet (Maximum, Building C)
Upper Floor Stepbacks (If Adjacent to Residential Use)	Second Story: 15 feet required adjacent to residential use Third Story: 20 feet required adjacent to residential use	Second Story: 15 feet Third Story: 20 feet
Encroachments: Front	Architectural features may project 5 feet (maximum) into front setback	Not applicable
Encroachments: Rear	Not Permitted	Not applicable
Maximum Height and Related Standards		
Building Height	3 stories, not to exceed 45 feet	3 stories, not exceeding 39.5 feet
Interior Height	Ground floor shall provide a minimum of 10 feet in interior (finished floor to ceiling) height	10 feet

The architectural styling for the homes has been referred to by the applicant as Contemporary and the elevations are nicely articulated and carefully detailed with exterior elements that include white and blue color stucco, grey wood horizontal stucco, contrasting color painted window trim (white, dark grey, and crimson), dark grey canopies, dark brown trellises and gates, and brick veneer.

Required findings for approval of a DPR are contained within GMC §21.02.040 (F) and are outlined within the attached draft resolution (Attachment A).

Lower Income Housing Development

As the project is restricting 10% of the for-sale units to "moderate" income qualified buyers, it allows the developer ability to request certain concessions, waivers and incentives, pursuant to State law. The project proposes a concession to allow for reduced parking, pursuant to Government Code Section 65915(p)(1) for Affordable Project Parking Spaces Required. This parking standard is as follows:

- Zero to one bedroom: one onsite parking space.
- Two to three bedrooms: one and one-half onsite parking spaces.
- Four and more bedrooms: two and one-half parking spaces.
- One bedspace in a student housing development: zero parking spaces.

The above standard would require a total of 85 on-site parking spaces. The proposed project would provide a total of 102 parking spaces, of which each unit provides a 2-car attached garage and 10 open spaces provided on the site.

One incentive for Affordable Units is a request for Usable Open Space. In order to meet the minimum required usable open space, the proposed project provides for layouts of large and small recreation areas and nodes that are conducive to community residents in an equally valuable manner. Although not completely compliant, the proposed project provides private and public open space throughout the site with community areas and private balconies.

Additionally, the AHSP requires for a 10-foot first floor plate height and the project provides 8-feet and 7-inches, in order to comply with both the AHSP and Los Angeles County Fire requirements. The AHSP also requires window glazing for street-facing projects. In order to ensure residential privacy, the project will instead provide stucco, instead of meeting the minimum requirements for window glazing and transparency. The AHSP requires only one vehicular access point for parcels that are less than 450 feet in length. The project provides two driveway access points to ensure minimum density and compliance with fire requirements.

Circulation

The proposed site plan for the residential development includes 26-foot-wide private driveways throughout the site. The driveways traverse the entire development where they access all the units and their garages and the guest parking throughout the property. The entrances will not be gated, but will be marked with enhanced paving.

Bike parking
Pursuant to AHSP: "*Regardless of land use, onsite, designated, secured bicycle parking shall be provided at a ratio of 0.25 bicycle parking space per required vehicle parking space… Bicycle parking spaces provided for residential use shall be covered, secured, and located separately from bicycle parking spaces provided for nonresidential use".* Based on these standards, 23 bicycle parking spaces are required (based on 0.25 x 92).

The proposed plans indicate each residential unit will have a wall bicycle rack in their garage thereby providing 46 racks total. Additional racks are being proposed within the common areas for additional bicycle spaces.

Pedestrian access
The GMC includes a statement regarding circulation: "*The circulation system shall be designed to provide separate vehicular and pedestrian circulation systems*". The proposed project includes four pedestrian access pathways to Arrow Highway. Additionally, there are four units located along Arrow Highway that have walkways that directly connect to Arrow Highway.

Corridor-wide Amenity Zone
As previously stated, the southern city limit is along Arrow Highway. The City does not have jurisdiction over most of the Arrow Highway right-of-way. So that there are good aesthetics and create better street life, the Arrow Highway Specific Plan created the "Amenity Zone" which is a 15 to 25-foot setback from the front property line that includes landscaping and amenities.

The AHSP states:

- *The Amenity Zone is a setback from the front property line, which shall be landscaped and/or programed with pedestrian amenities. Street trees shall be planted within the Amenity Zone at the property line. Possible pedestrian amenities include but are not limited to landscaping amenities (at-grade planting strips, planter boxes), place making amenities (plazas, paseos, kiosks, public art, exterior seating/dining tables, and streetscape amenities (sheltered benches, drinking fountains, bike racks or lockers, refuse receptacles) etc.*

- *The Amenity Zone is a section of private properties that interfaces with the public realm — sidewalks and streets. Landscaping and urban design features that create an inviting and interesting streetscape will be required within Amenity Zone. Through land use regulations, developments within the Arrow Highway street frontage will be required to create programmable pedestrian spaces (i.e. plazas, paseos, courtyards) within the Amenity Zone to improve the interface between the public and private realms. Developments will:*
    - *Maintain a continuous building edge when possible, along Arrow Highway;*
    - *Use front setback area for outdoor dining or some other public space component;*
    - *Limit their building setbacks to concentrate activity near/along the public realm, thus fostering a walkable environment;*
    - *Improve pedestrian safety by including pedestrian oriented lighting, water fountains, benches;*
    - *Widen sidewalks, where feasible; and/or*
    - *Include Green Streets elements such as bioswales, where feasible.*

The proposed conceptual landscape plans include the proposed landscaping throughout the property, including the Amenity Zone. The project includes landscape amenities, such as large street trees within planter boxes and planting strips, and place-making amenities such as a courtyard with benches, within the proposed Amenity Zone. A more detailed review for compliance will be done during future review of landscape plans.

Arrow Highway – Los Angeles County

The jurisdictional boundary between the City of Glendora and Los Angeles County is the property line of the proposed development. All the public right-of-way areas (sidewalk and street) for Arrow Highway are within the jurisdiction of Los Angeles County. Consequently, Los Angeles County Public Works review and approval is required for drainage, sewer, vehicle access, and road and sidewalk area improvements. Los Angeles County Public Works has reviewed the proposal and project plans. Conditions of approval have been incorporated into the draft resolution (Attachment A).

Landscaping

GMC §21.03.020(D)(5) states that: *All land not covered by structures, walkways, driveways and parking shall be landscaped and irrigated with an automatic irrigation system installed in accordance with the Uniform Plumbing Code. The plant material shall be of drought tolerant species and permanently maintained. Berms, walls and/or hedges shall be used in the required setbacks to separate parking facilities from abutting streets*. The final landscaping plan must demonstrate compliance with the California State Model Water Efficiency Ordinance (MWELO). In order to ensure compliance with these landscaping requirements, staff has included a condition of approval requiring that a landscape review application for the final landscape plan and MWELO compliance be submitted for review and approval by City staff prior to the issuance of building permits. A conceptual landscape plan is included with the project plans (Attachment D) and

indicates the planting of approximately 7 species of trees and 2 species of shrubs and vines/ground cover.

Recommendation:

Approval to the City Council for the requested Tentative Tract Map No. 84607 and Development Plan Review for a three-story multi-family residential project of 46 townhomes on certain property located at 631-657 E. Arrow Highway (Project No. PLN24-0032). The project meets necessary requirements (City or State, where applicable) , will provide needed housing units to the City, and help revitalize the Arrow Highway Corridor.

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erick@summarch.com

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mmidence@cvc-inc.net

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paduarte@studio-pad.com

SOILS ENGINEER
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CORONA, CA. 92880
TEL. (951)710-1160
Contact: ED LAMONT
elamont@geotekusa.com

PARKING SUMMARY

PARKING REQUIRED per Calif. Gov. Code Sec. 65915(p)(1)

2-3 BDRM UNIT	1.5 ST/U X 30U =	45
4 BDRM UNIT	2.5 ST/U X 16 U =	40
TOTAL REQUIRED		85 STALLS
BIKES REQUIRED	0.25 X 85=	22 BIKES

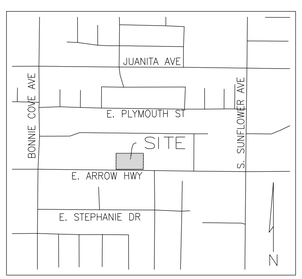
PARKING PROVIDED

STD. GARAGE STALLS	44	(2 CAR, 20' X 20' CLR.)
TANDEM GARAGE STALLS	48	(2 CAR, 10'-4" x 40' CLR.)
GUEST STALLS (P-1 TO P-9)	9	(9' X 20' TYP.)
ADA VAN STALL (P-10)	1	(17' X 20' TYP.)
TOTAL PROVIDED	102 STALLS	

BIKES PROVIDED 48 TOTAL
46 (1 RACK @ EACH GARAGE SEE UNIT PLAN SHEETS)
2 RACKS AT COMMON AREA

EV PARKING EV CAPABLE @ EACH UNIT W/ 1" RACEWAY & 40 AMP - 208/240 DEDICATED BRANCH CIRCUIT PER 2022 CGBSC 406.4.1

GUEST PARKING SHALL BE PROVIDED WITH PERMANENT SIGNS IDENTIFYING THEM AS GUEST PARKING STALLS AND SHALL BE MAINTAINED AT ALL TIMES FOR GUEST PARKING GMC 21.03.020(3)



VICINITY MAP - N.T.S.

PROJECT SUMMARY

PRODUCT TYPE	46 UNITS - ROW TOWNHOMES
A.P.N.	8653-009-030, 031
SITE AREA	1.9 AC
DENSITY	24.2 DU/AC
EXISTING G.P.	ARROW HWY SPECIFIC PLAN
EXISTING ZONE	MU-CC
AFFORDABLE	10% MODERATE (5 UNITS)
BLDG. STORIES	3 STORY
BLDG HEIGHT	39.5' (45' ALLOWED)
EAVE HEIGHT	30.0'
FRONT SETBACK	15.1' (10' ALLOWED)
WEST SIDE SETBACK	12.3' (10' ALLOWED)
EAST SIDE SETBACK	13.0' (10' ALLOWED)
REAR SETBACK	14.5' (10' ALLOWED)

BUILDING CODE SUMMARY

OCCUP. TYPE	R3/U (CRC)
CONST. TYPE	TYPE VB (CRC TOWNHOMES)
FIRE SPRINKLER	NFPA 13D (CRC R313.1)

2022 CALIFORNIA RESIDENTIAL CODE (CRC)
2022 CALIFORNIA ELECTRICAL CODE (CEC)
2022 CALIFORNIA MECHANICAL CODE (CMC)
2022 CALIFORNIA PLUMBING CODE (CPC)
2022 CALIFORNIA FIRE CODE (CFC)
2022 CALIFORNIA GREEN BLD'G STDS CODE (CGBSC)
2022 CALIFORNIA ENERGY EFFICIENCY STDS (CEES)

DWELLING UNIT/BUILDING SUMMARY

	QTY	1ST FLR	2ND FLR	3RD FLR	GROSS LIVABLE	BALCONY	GARAGE	AREA AT GRADE	TOTAL AT GRADE	UNIT TYPE	OVERALL UNIT AREA	BLDG A UNITS	BLDG B UNITS	BLDG C UNITS
PL1	20	73	616	659	1,348	68	556	629	12,580	3 BDRM	1,972	2	3	3
PL1-ALT	4	91	616	659	1,366	68	556	647	2,588	3 BDRM	1,990	1	0	0
PL2	4	134	565	617	1,316	65	474	608	2,432	2 BD+DEN	1,855	0	0	2
PL2-ALT	2	122	565	617	1,304	65	474	596	1,192	2BD+DEN	1,843	0	0	1
PL3	16	367	770	757	1,894	78	459	826	13,216	4 BDRM	2,431	2	3	1
TOTAL	46						TOTAL LOT COVERAGE		32,008			5	6	7
							SITE AREA		82,515					
							LOT COVERAGE %		38.79%					

BLDG TYPE	UNITS PER BLDG.	BLDG QTY	AREA PER BLDG	TOTAL AREA
A	5	4	10,796	43,184
B	6	2	13,209	26,418
C	7	2	13,900	27,800
TOTAL BLDG AREA IN PROJECT				97,402

PROJECT DESCRIPTION:

3 STORY ATTACHED TOWNHOMES
TOTALING 46 UNITS IN 8 BUILDINGS WITH 3 PLAN TYPES ON A 1.9 ACRE SITE LOCATED IN THE ARROW HIGHWAY SPECIFIC PLAN - COMMERCIAL CORE MIXED-USE ZONE

VESTED OWNER:
GORDON H. MCDONALD. TRUSTEE OF THE VICENZA RAGO FAMILY TRUST

LEGAL DESCRIPTION:
REAL PROPERTY IN THE CITY OF GLENDORA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

PARCEL A: (APN: 8653-009-030)
PARCEL 1 OF RECORD OF SURVEY, IN THE CITY OF GLENDORA, COUNTY OF LOS ANGEUES, STATIE OF CALIFORNIA, AS SHOWN ON MAP FILED IN BOOK 79, PAGE 99 OF RECORD OF SURVEYS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PARCEL B: (APN: 8653-009-031)
PARCEL 2 OF RECORD OF SURVEY, IN THE CITY OF GLENDORA, COUNTY OF LOS ANGEUES, STATIE OF CALIFORNIA, AS SHOWN ON MAP FILED IN BOOK 79, PAGE 99 OF RECORD OF SURVEYS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PROJECT SHEET INDEX

DS	DEVELOPMENT SUMMARY SHEET
PS	PHOTOGRAPHIC SURVEY
EC	EXISTING CONDITIONS SITE PLAN
SP	PROPOSED SITE PLAN
OS	PROPOSED OPEN SPACE
A-1	BUILDING A EXTERIOR ELEVATIONS
A-2	BUILDING B EXTERIOR ELEVATIONS
A-3	BUILDING C EXTERIOR ELEVATIONS
A-4	PROJECT PERSPECTIVES
A-5	COLORS AND MATERIALS SHEET
A-6	UNIT FLOOR PLANS 1 & 1-ALT
A-7	UNIT FLOOR PLANS 2
A-8	UNIT FLOOR PLANS 3
A-9	BUILDING COMPOSITE PLANS - TYPE A & B
A-10	BUILDING COMPOSITE PLANS - TYPE C
A-11	BUILDING ROOF PLANS
PP	PARKING PLAN
L-1	CONCEPTUAL LANDSCAPE PLAN
L-2	CONCEPTUAL ENLARGEMENT PLAN -
L-3	CONCEPTUAL WALL AND FENCE PLAN
L-4	CONCEPTUAL PLANTING PLAN
L-5	SCHEMATIC LIGHTING PLAN
L-6	CONCEPTUAL PERMEABLE AREA PLAN
L-7	CONCEPTUAL TRASH CIRCULATION PLAN
1	VESTING TENTATIVE TRACT MAP
2	EXISTING SITE PLAN
3	PRELIMINARY GRADING PLAN
4	SECTIONS
5	PRELIMINARY UTILITY PLAN
6	PRELMIINARY FIRE ACCESS & HYDRANT PLAN

GLENDORA, CA — 631-657 E. ARROW HIGHWAY TOWNHOMES — DEVELOPMENT SUMMARY SHEET

MELIA HOMES
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Irvine, CA 92618
(949) 417-6264

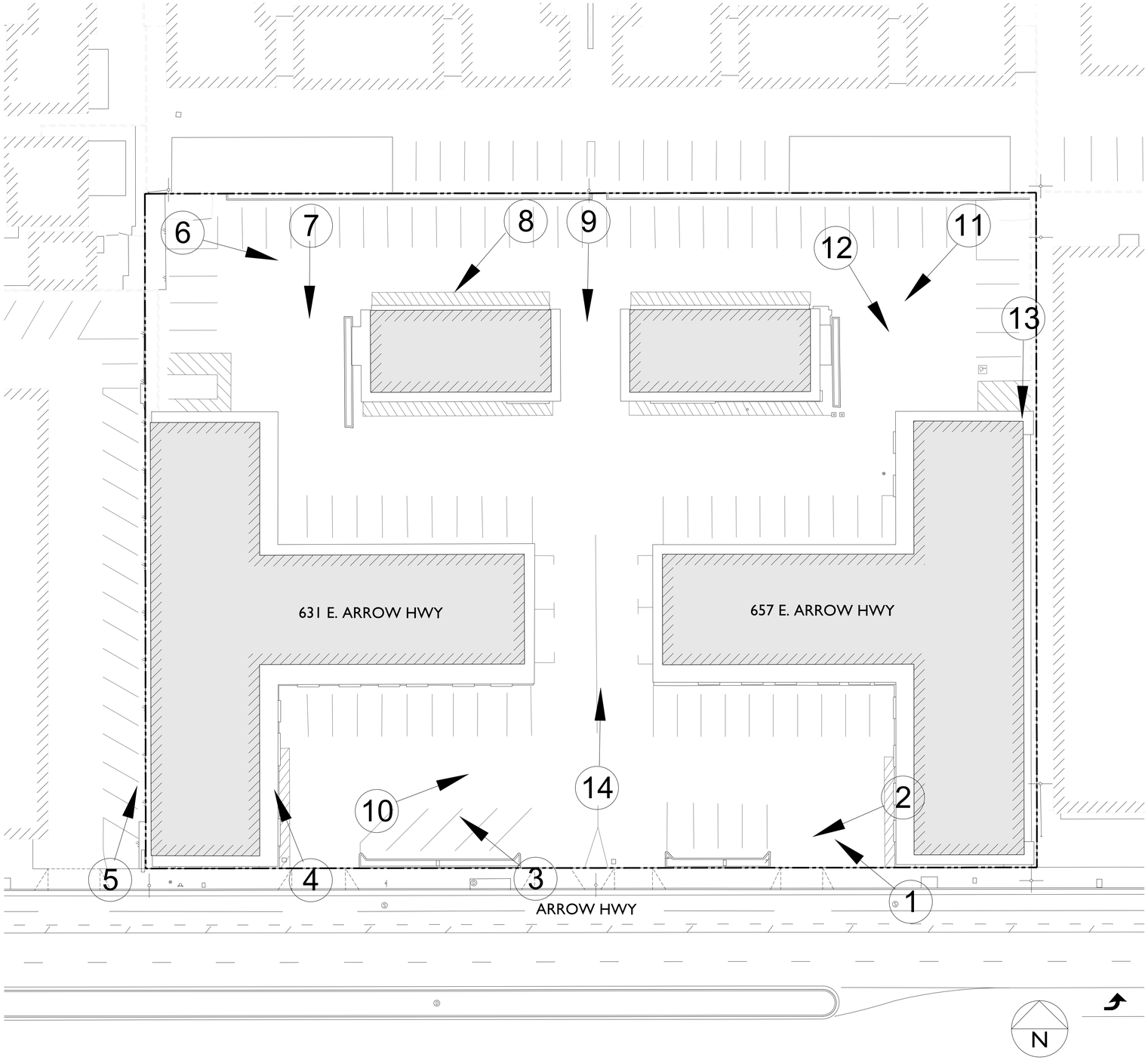
SUMMA ARCHITECTURE
5256 S. MISSION ROAD STE. 404
BONSALL, CA. 92003
760.724.1198

Scale

JANUARY 20, 2024

△	DATE	REVISION

DS



1. Overview of the subject property from East Arrow Highway view to the northwest

2. Subject property access from East Arrow Highway

3. Overview of the 631 building view to the northwest

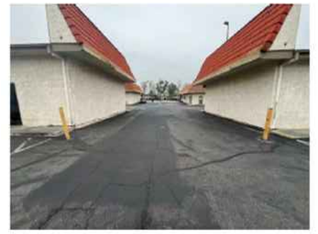
4. Additional view of the 631 building

5. West exterior of the 631 building

6. Parking area/north subject property boundary view to the east

7. North exteriors of the 631 buildings

8. Exterior of the northern 631 building



9. Drive lane on the central portion of the subject property view to the south

10. Overview of the 657 building view to the northeast

11. North exteriors of the 657 buildings

12. North portion of the 657 building view to the east

13. East exterior of the 657 building

14. Central portion of the subject property view to the north

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

PHOTOGRAPHIC SURVEY

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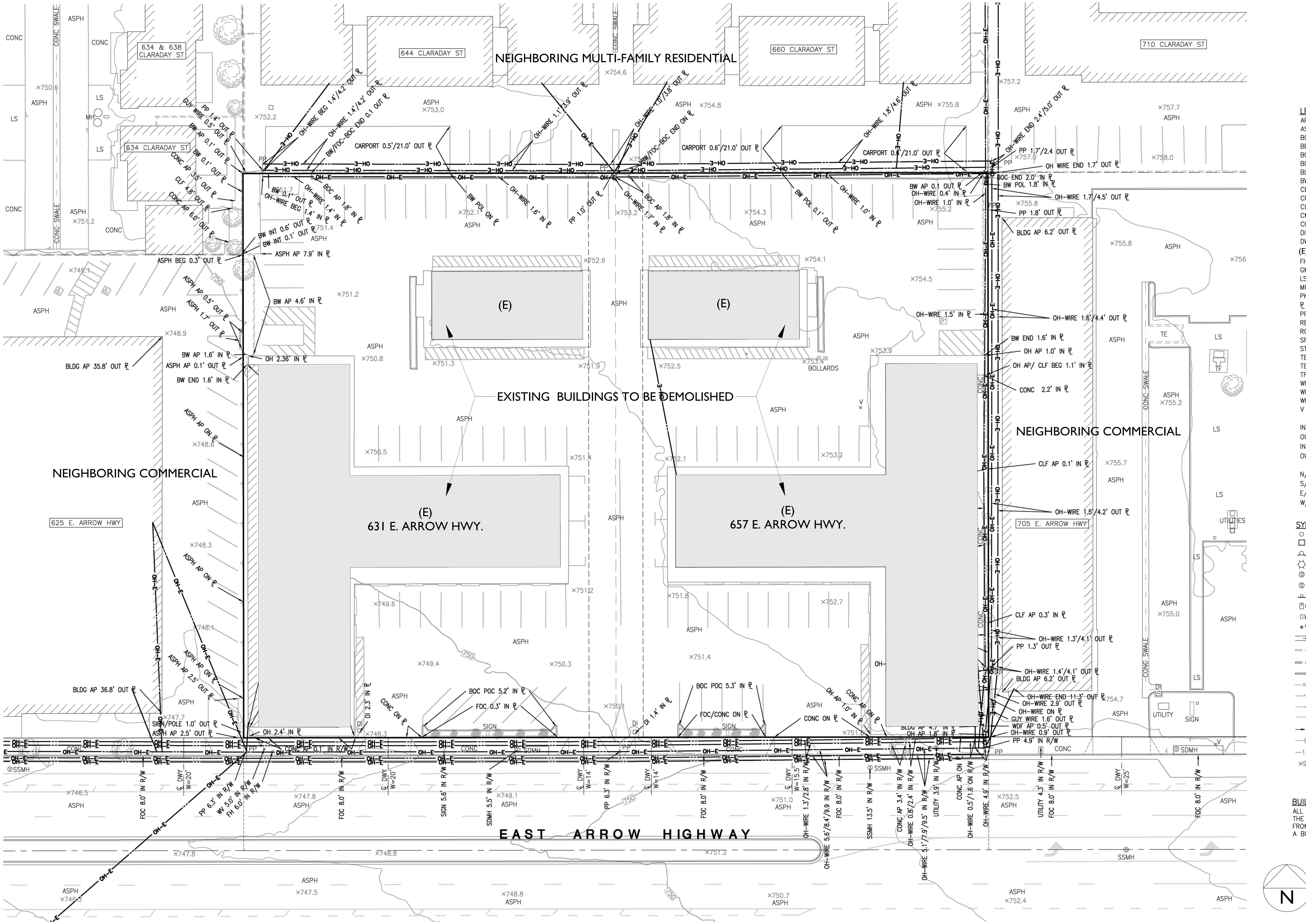
OF 29 SHTS



LEGEND:

AP	ANGLE POINT
ASPH	ASPHALT PAVEMENT
BC	BUILDING CORNER
BEG	BEGIN
BO	BLOW-OFF VALVE
BOC	BACK OF CURB
BLDG	BUILDING
BW	BLOCK WALL
CB	CATCH BASIN
CF	CURB FACE
CLF	CHAIN LINK FENCE
CMF	CORRUGATED METAL FENCE
CONC	CONCRETE PAVEMENT
DI	DRAIN INLET
DWY	DRIVEWAY
(E)	EXISTING
FH	FIRE HYDRANT
GM	GAS METER
LS	LANDSCAPING
MH	MANHOLE
PKWY	PARKWAY
ℙ	PROPERTY LINE
PP	POWER POLE
RET	RETAINING
ROW	RIGHT-OF-WAY
SFH	SINGLE-FAMILY HOME
ST LT	STREET LIGHT
TE	TRASH ENCLOSURE
TEMP	TEMPORARY
TF	TRANSFORMER
WF	WOOD FENCE
WL	WALL
WM	WATER METER
V	VALVE
IN ℙ	INSIDE OF PROPERTY LINE
OUT ℙ	OUTSIDE OF PROPERTY LINE
IN R/W	INSIDE OF ROW (OFF SITE)
OUT R/W	OUTSIDE OF ROW (ON SITE)
N/F	NORTH FACE
S/F	SOUTH FACE
E/F	EAST FACE
W/F	WEST FACE

SYMBOLS:

BO	BLOW-OFF VALVE
DI	DRAIN INLET
FH	FIRE HYDRANT
	LIGHT STANDARD
	STORM DRAIN MANHOLE
	SANITARY SEWER MANHOLE
	SIGN POST
GM	GAS METER
WM	WATER METER
V	UTILITY VALVE
	UTILITY/POWER POLE
	BLOCK/RETAINING SCREEN WALL
	BLOCK/RETAINING LOW WALL
	PLANTER/DECORATIVE WALL
OH-E	OVERHEAD WIRE
	EDGE OF ASPHALT PAVEMENT
	WOOD/WROUGHT IRON FENCE
X	CHAIN LINK FENCE
	DIRECTION OF FLOW
93	MINOR CONTOUR (1' INTERVAL)
100	MAJOR CONTOUR (5' INTERVAL)
×91.5	SPOT ELEVATION

BUILDING OVERHANG NOTE:
ALL BUILDING LINES SHOWN HEREON ARE REFLECTIVE OF THE BUILDING ROOF LINES AND OVERHANGS AS OBSERVED FROM AERIAL PHOTOGRAMMETRY AND MAY NOT REPRESENT A BUILDING LOCATION AT GROUND LEVEL.

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

EXISTING CONDITIONS SITE PLAN

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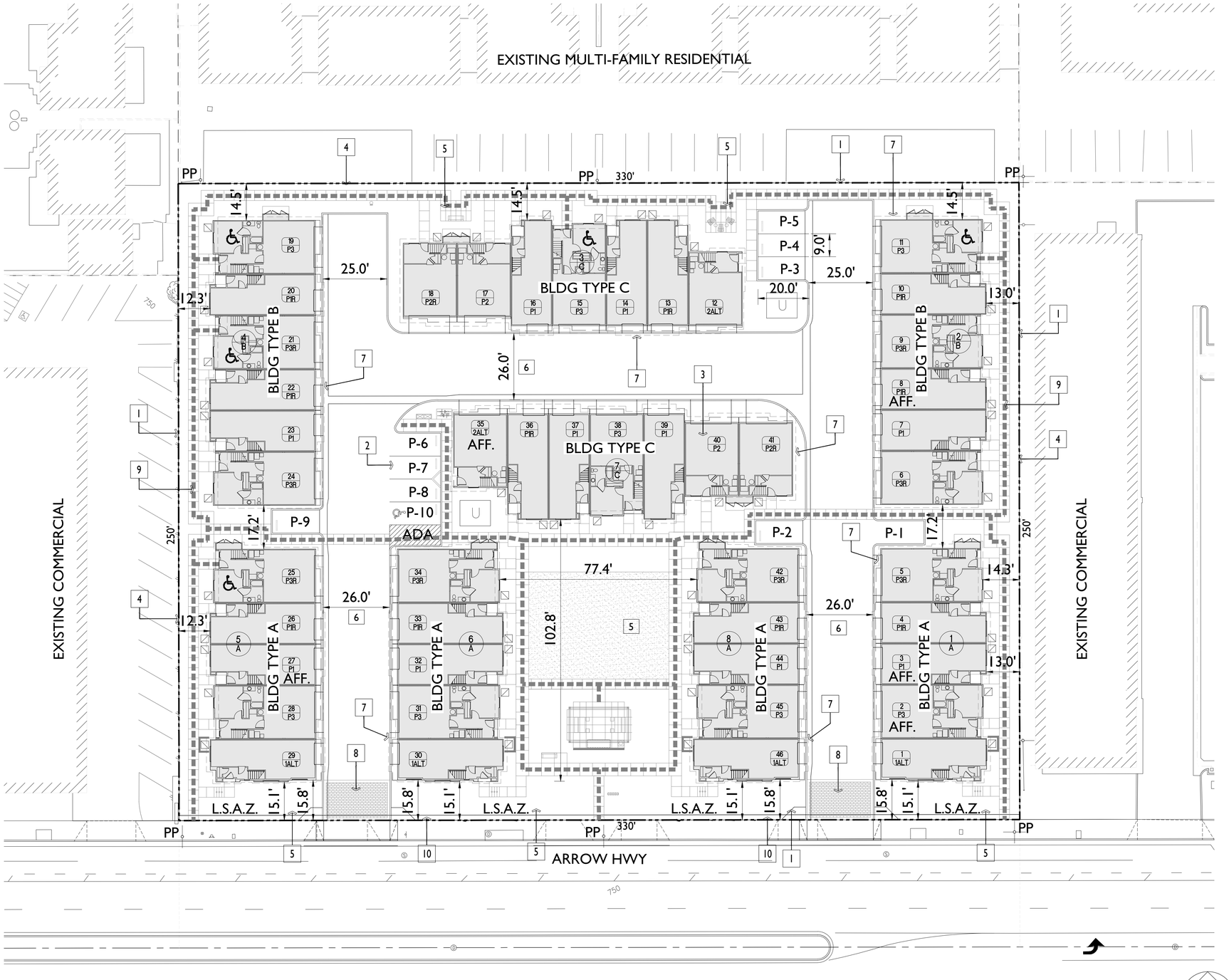
EC
OF 29 SHTS



BUILDING CODE SUMMARY

OCCUP. TYPE	R3/U (CRC)
CONST. TYPE	TYPE VB (CRC TOWNHOMES)
FIRE SPRINKLER	NFPA 13D (CRC R313.1)

2022 CALIFORNIA RESIDENTIAL CODE (CRC)
2022 CALIFORNIA ELECTRICAL CODE (CEC)
2022 CALIFORNIA MECHANICAL CODE (CMC)
2022 CALIFORNIA PLUMBING CODE (CPC)
2022 CALIFORNIA FIRE CODE (CFC)
2022 CALIFORNIA GREEN BLD'G STDS CODE (CGBSC)
2022 CALIFORNIA ENERGY EFFICIENCY STDS (CEES)

DWELLING UNIT/BUILDING SUMMARY

PL 1	20	1,348 S.F.	3 BDRM (TANDEM GARAGE)
PL 1-ALT	4	1,366 S.F.	3 BDRM (TANDEM GARAGE)
PL 2	6	1,316 S.F.	2 BDRM + DEN
PL 3	16	1,894 S.F.	4 BDRM

BLDG TYPE A	5 UNITS	4 TOTAL
BLDG TYPE B	6 UNITS	5 TOTAL
BLDG TYPE C	7 UNITS	6 TOTAL

SITE PLAN LEGEND

- AC CONDENSER - SEE LANDSCAPE PLANS FOR SCREENING
- U — ELECTRIC TRANSFORMER
- L.S.A.Z. — LANDSCAPE AMENITY ZONE AT FRONT SETBACK
- AFF. — DESIGNATED AFFORDABLE HOUSING HOME (MODERATE)
  PLAN 1 - 3 UNITS
  PLAN 2 - 1 UNIT
  PLAN 3 - 1 UNIT
  TOTAL - 5 UNITS PROVIDED
- ADA PATH OF TRAVEL
- 7 / C — BUILDING NUMBER / BUILDING TYPE
- 37 / P1 — UNIT NUMBER / PLAN TYPE

SITE PLAN KEYNOTES

1	PROPERTY LINE
2	STANDARD PARKING STALL - 9' X 18'
3	3-STORY TOWNHOME BUILDING, TYP.
4	C.M.U. PERIMETER WALL (SEE WALL PLAN SHT L-3)
5	AMENITY AREA (SEE LANDSCAPE PLAN SHT L-1)
6	FIRE LANE
7	ROOF EDGE (SEE ROOF PLANS SHT A-11)
8	ENHANCED PAVING (SEE LANDSCAPE PLAN)
9	CONCRETE WALKWAY
10	2 FOOT DEDICATION FOR FUTURE PUBLIC SIDEWALK

N

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

PROPOSED SITE PLAN

MELIA HOMES
9860 Irvine Center Drive
Irvine, CA 92618
(949) 417-6264

SUMMA ARCHITECTURE
5256 S. MISSION ROAD STE. 404
BONSALL, CA. 92003
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(A) CENTRAL COMMUNITY GATHERING AREA WITH LARGE SHADE STRUCTURE, BUFFET COUNTER, PICNIC TABLES, AND LAWN AREA.

(B) BENCH SEATING NODE

(C) ADIRONDACK SEATING NODE

(D) DOG WALKING PATH, BAG DISPENSER

INCENTIVE PER AFFORDABLE HOUSING LAWS:
- USABLE OPEN SPACE - REDUCED TO 314 S.F. PER UNIT FROM 400 S.F. PER UNIT.

CODE QUALIFYING OPEN SPACE SUMMARY

PRIVATE BALCONIES	3,270 S.F. (60 SF MIN., 6' DIM.)
COMMON OPEN SPACE	11,195 S.F. (15' MIN. DIM.)
TOTAL PROVIDED	14,465 S.F. (314 S.F./UNIT)

N

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OS
OF 29 SHTS

FRONT ELEVATION

RIGHT ELEVATION - ARROW HWY

REAR ELEVATION

LEFT ELEVATION

MATERIAL SCHEDULE

1. ROOF - ASPHALT SHINGLES
2. FASCIA - 2X RESAWN WOOD
3. 16/20 SAND FINISH STUCCO
4. STONE VENEER
5. HARDIE LAP SIDING - 6" EXPOSURE
6. DECORATIVE METAL RAILING
7. VINYL WINDOW W/ STUCCO TRIM
8. DECORATIVE E.P.S. EAVE BRACE
9. STUCCO CONTROL JOINT
10. EXTERIOR LIGHT FIXTURE
11. DECORATIVE METAL AWNING
12. DECORATIVE STUCCO EYEBROW
13. UTILITY CLOSET
14. SECTIONAL GARAGE DOOR
15. GABLE END VENT
16. DECORATIVE METAL ESPALIER
17. OBSCURE GLAZING AT WINDOW

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

BLDG TYPE A ELEVATIONS

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A-1
OF 29 SHTS

LEFT ELEVATION

FRONT ELEVATION

RIGHT ELEVATION

REAR ELEVATION

MATERIAL SCHEDULE

1. ROOF - ASPHALT SHINGLES
2. FASCIA - 2X RESAWN WOOD
3. 16/20 SAND FINISH STUCCO
4. STONE VENEER
5. HARDIE LAP SIDING - 6" EXPOSURE
6. DECORATIVE METAL RAILING
7. VINYL WINDOW W/ STUCCO TRIM
8. DECORATIVE E.P.S. EAVE BRACE
9. STUCCO CONTROL JOINT
10. EXTERIOR LIGHT FIXTURE
11. DECORATIVE METAL AWNING
12. DECORATIVE STUCCO EYEBROW
13. UTILITY CLOSET
14. SECTIONAL GARAGE DOOR
15. GABLE END VENT
16. DECORATIVE METAL ESPALIER
17. OBSCURE GLAZING AT WINDOW

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631-657 E. ARROW HIGHWAY TOWNHOMES

BLDG TYPE B ELEVATIONS

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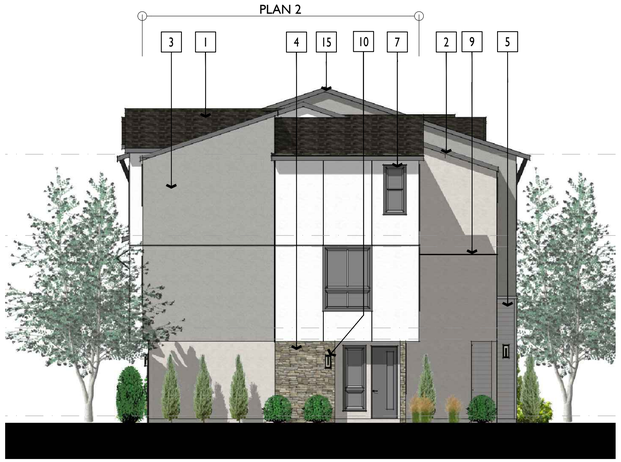
A-2
OF 29 SHTS



LEFT ELEVATION

BLDG 3 FIN FLR = 753.03 & 753.53
BLDG 7 FIN FLR = 752.83 & 753.33 & 753.83

FRONT ELEVATION

RIGHT ELEVATION

REAR ELEVATION

MATERIAL SCHEDULE

1. ROOF - ASPHALT SHINGLES
2. FASCIA - 2X RESAWN WOOD
3. 16/20 SAND FINISH STUCCO
4. STONE VENEER
5. HARDIE LAP SIDING - 6" EXPOSURE
6. DECORATIVE METAL RAILING
7. VINYL WINDOW W/ STUCCO TRIM
8. DECORATIVE E.P.S. EAVE BRACE
9. STUCCO CONTROL JOINT
10. EXTERIOR LIGHT FIXTURE
11. DECORATIVE METAL AWNING
12. DECORATIVE STUCCO EYEBROW
13. UTILITY CLOSET
14. SECTIONAL GARAGE DOOR
15. GABLE END VENT
16. DECORATIVE METAL ESPALIER
17. OBSCURE GLAZING AT WINDOW

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

BLDG TYPE C ELEVATIONS

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A-3
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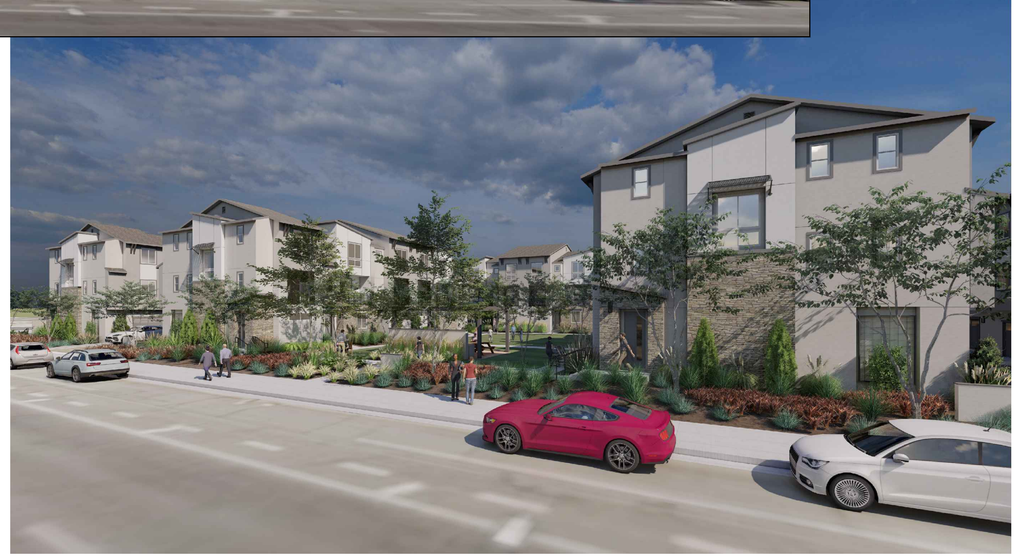

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631-657 E. ARROW HIGHWAY TOWNHOMES

PERSPECTIVE VIEWS

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A-4
OF 29 SHTS

EXTERIOR COLOR LEGEND
(BUILDINGS TYPE A, B, C)

1 EXTERIOR WALL - STUCCO 1
LA HABRA STUCCO - 16/20 SAND FINISH
VISTA PAINT COLOR - WHITE V000
OR EQUAL

2 EXTERIOR WALL - STUCCO 2
LA HABRA STUCCO - 16/20 SAND FINISH
VISTA PAINT COLOR - WHALE BONE 0203
OR EQUAL

3 EXTERIOR WALL - STUCCO 3
LA HABRA STUCCO - 16/20 SAND FINISH
VISTA PAINT COLOR - SILVERADO RANCH 0421
OR EQUAL

4 EXTERIOR WALL - STONE VENEER
ELDORADO STONE - OR EQUAL
PROFILE - CLIFFSTONE
COLOR - BOARDWALK

5 EXTERIOR WALL - HORIZONTAL LAP SIDING
JAMES HARDIE - OR EQUAL
PROFILE - HARDIE PLANK W/ 6" EXPOSURE
TEXTURE - SMOOTH
COLOR - ARCTIC WHITE

6 WINDOWS
MILGARD V250 STYLE LINE SERIES OR EQUAL
SINGLE HUNG OR HORIZONTAL SLIDER
COLOR - WHITE VINYL

7 EAVE / WINDOW TRIM
VISTA PAINT COLOR - PAVED PATH 0582
OR EQUAL

8 PRIMARY ENTRY DOORS
THERMA TRU - PULSE LINEA OR EQUAL
SMOOTH FIBERGLASS
VISTA PAINT COLOR - PAVED PATH 0582

9 ACCENT - RAILINGS & OUTLOOKERS
VISTA PAINT COLOR - PAVED PATH 0582

10 ROOF - ASPHALT SHINGLES
GAF ROOFING - TIMBERLINE HDZ RS
COLOR - CHARCOAL
OR EQUAL

STUCCO 1

1 VISTA PAINT - WHITE V000

STUCCO 2

2 VISTA PAINT - WHALE BONE 0203

STUCCO 3

3 VISTA PAINT - SILVERADO RANCH 0421

STONE VENEER

4 ELDORADO STONE - (PROFILE / COLOR)
CLIFFSTONE / BOARDWALK

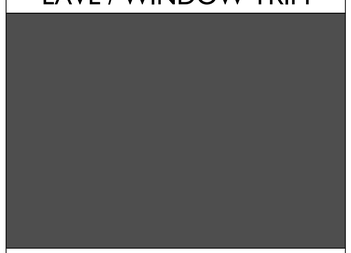
HORIZONTAL LAP SIDING

5 JAMES HARDIE - (PROFILE / COLOR / FINISH)
HARDIE PLANK / ARCTIC WHITE / SMOOTH

WINDOWS

6 MILGARD - (SINGLE HUNG & SLIDER)
V250 STYLE LINE SERIES - WHITE VINYL

EAVE / WINDOW TRIM



7 VISTA PAINT - PAVED PATH 0582

PRIMARY ENTRY DOORS

8 THERMA TRU - PULSE LINEA OR EQUAL
SMOOTH FIBERGLASS 1/4 LITE
VISTA PAINT - PAVED PATH 0582

ACCENT

9 METAL RAILINGS & OUTLOOKERS
VISTA PAINT - PAVED PATH 0582

ROOF

10 ASPHALT SHINGLES
GAF ROOFING - TIMBERLINE HDZ RS
COLOR - CHARCOAL

BUILDING TYPE A FRONT ELEVATION

BUILDING TYPE B FRONT ELEVATION

BUILDING TYPE C FRONT ELEVATION

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

COLORS AND MATERIALS

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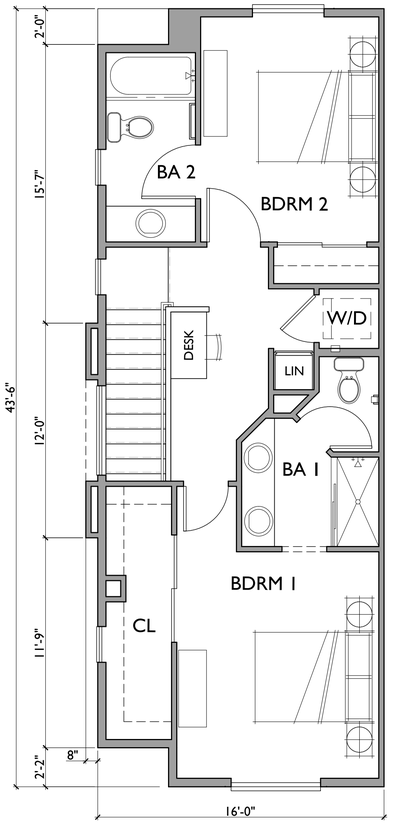
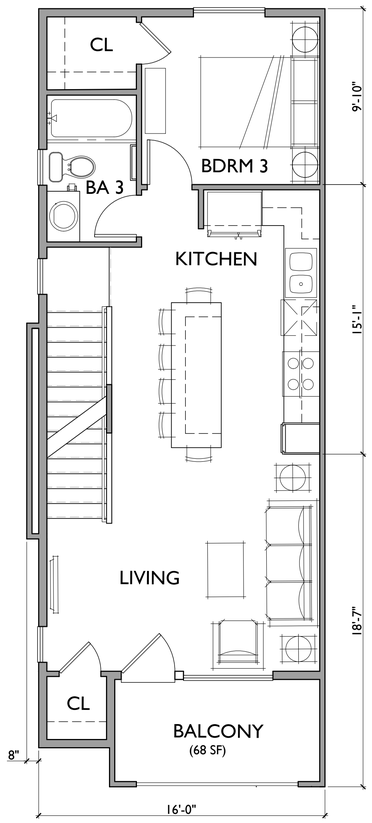
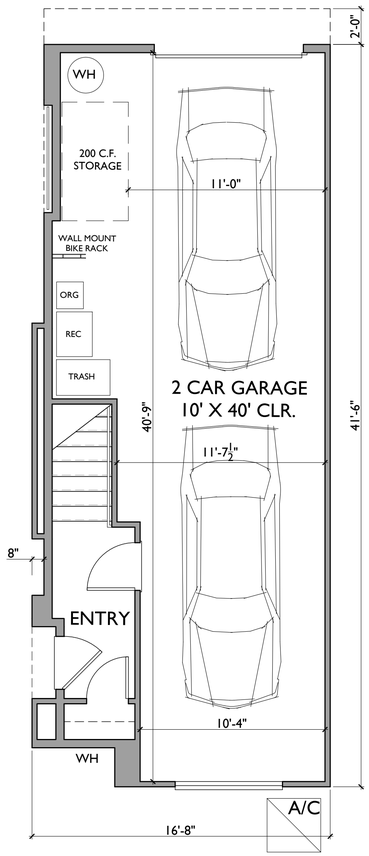
OF 28 SHTS



3RD FLR - ALT



2ND FLR - ALT



1ST FLR - ALT

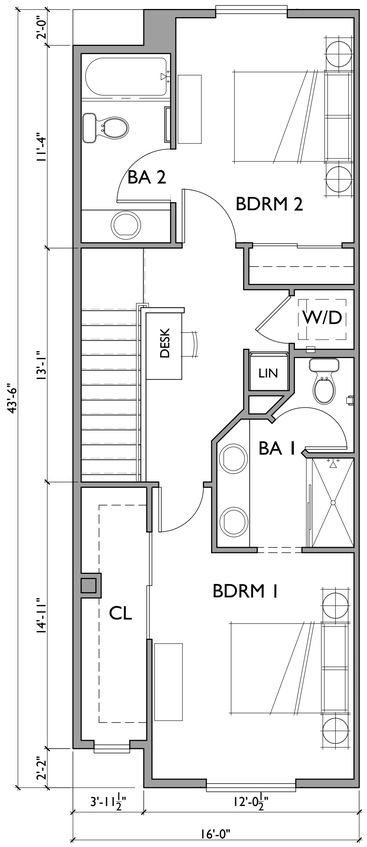
PLAN 1: 3BD/3BA

	GROSS LIV.
1ST FLR -	73 S.F.
2ND FLR-	616 S.F.
3RD FLR-	659 S.F.
TOTAL GROSS	1,348 S.F.
BALCONY-	68 S.F.
GARAGE-	556 S.F.

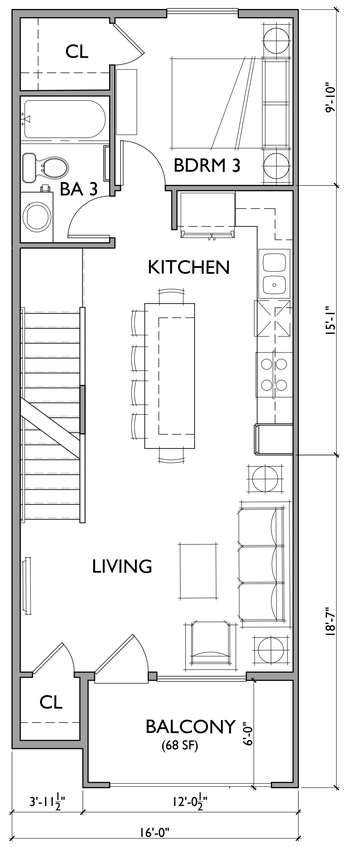
PLAN 1-ALT: 3BD/3BA

	GROSS LIV.
1ST FLR -	91 S.F.
2ND FLR-	616 S.F.
3RD FLR-	659 S.F.
TOTAL GROSS	1,366 S.F.
BALCONY-	68 S.F.
GARAGE-	556 S.F.

OCCUP. TYPE	R3/U (CRC)
CONST. TYPE	TYPE VB (CRC TOWNHOMES)
FIRE SPRINKLER	NFPA 13D (CRC R313.1)
EV REQM'T.	EV CAPABLE @ EACH UNIT W/ 1" RACEWAY & 40 AMP-208/240 DEDICATED BRANCH CIRCUIT PER 2022 CGBSC 406.4.1



3RD FLR



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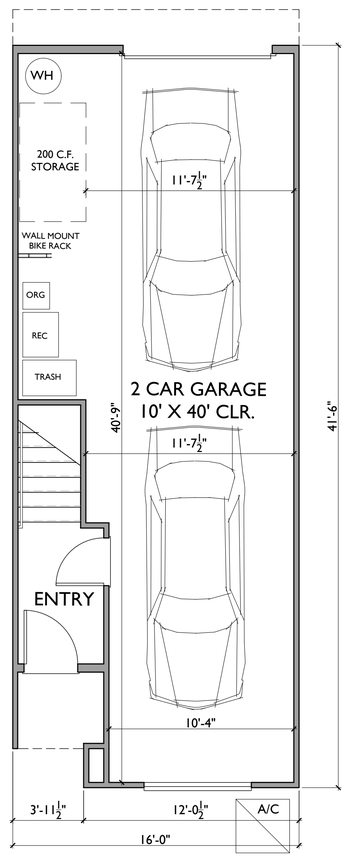

1ST FLR

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

UNIT PLAN 1

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SUMMA ARCHITECTURE

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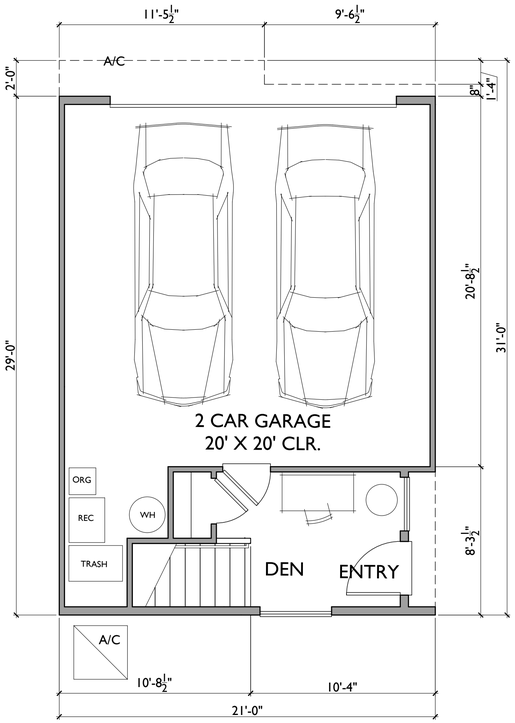
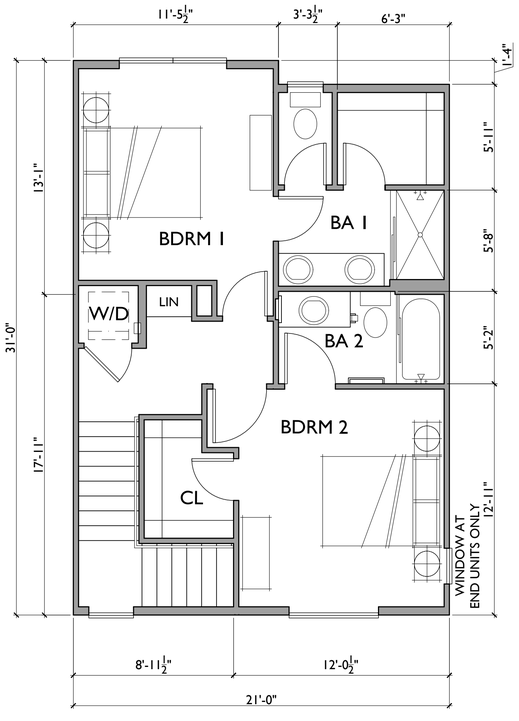


1ST FLOOR - ALT



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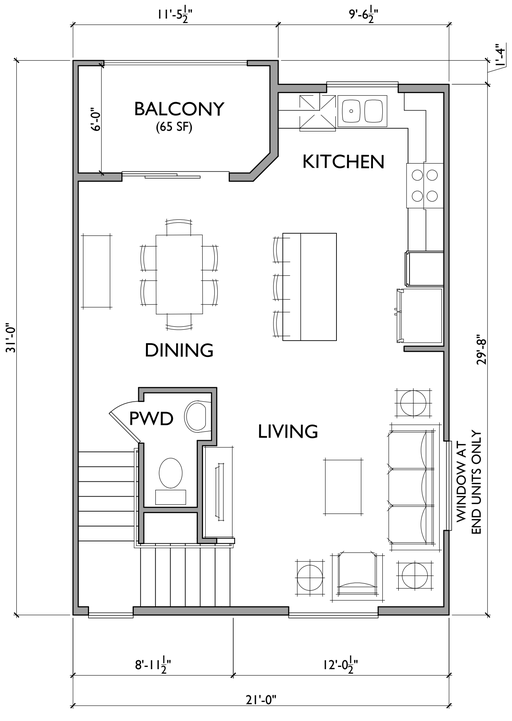
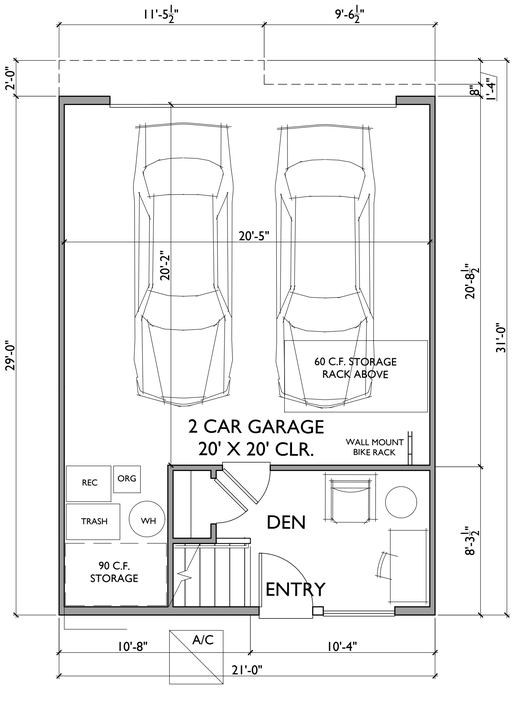


2ND FLOOR



1ST FLOOR

PLAN 2: 2BD+DEN/2.5BA

	GROSS LIV.
1ST FLR -	134 S.F.
2ND FLR-	565 S.F.
3RD FLR-	617 S.F.
TOTAL GROSS	1,316 S.F.
BALCONY-	65 S.F.
GARAGE-	474 S.F.

OCCUP. TYPE	R3/U (CRC)
CONST. TYPE	TYPE VB (CRC TOWNHOMES)
FIRE SPRINKLER	NFPA 13D (CRC R313.1)
EV REQM'T.	EV CAPABLE @ EACH UNIT W/ 1" RACEWAY & 40 AMP-208/240 DEDICATED BRANCH CIRCUIT PER 2022 CGBSC 406.4.1

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

UNIT PLAN 2

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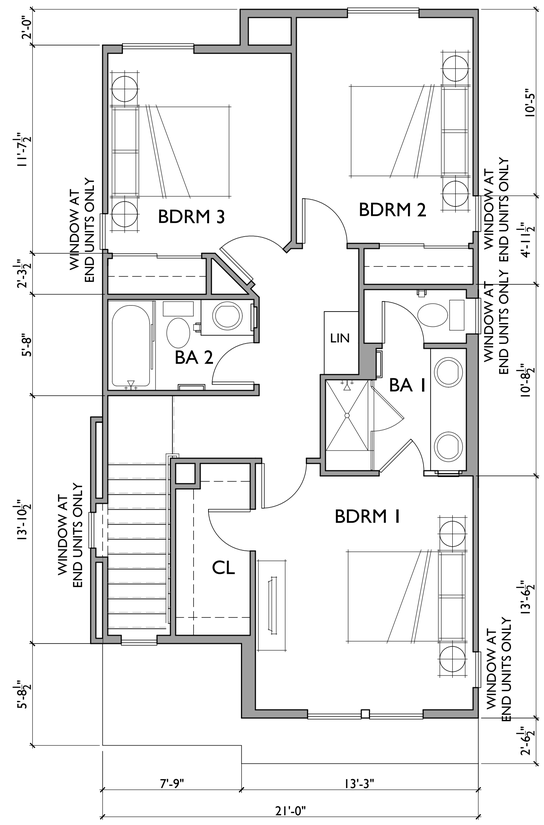
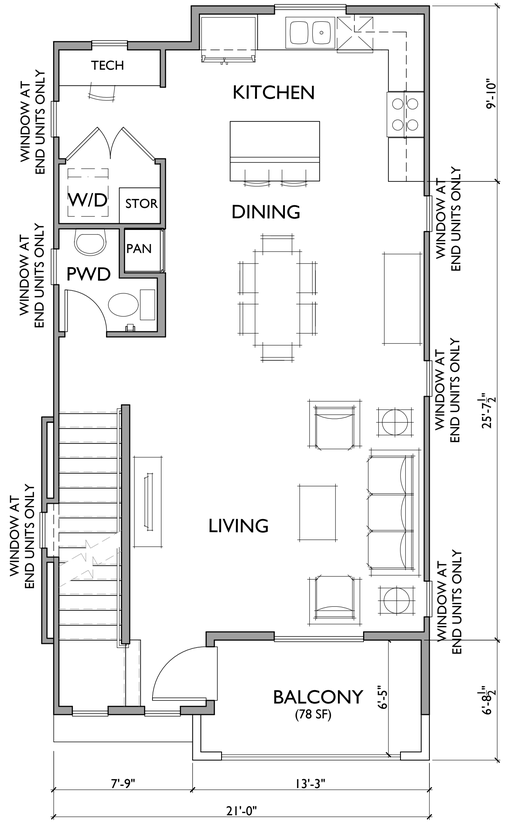
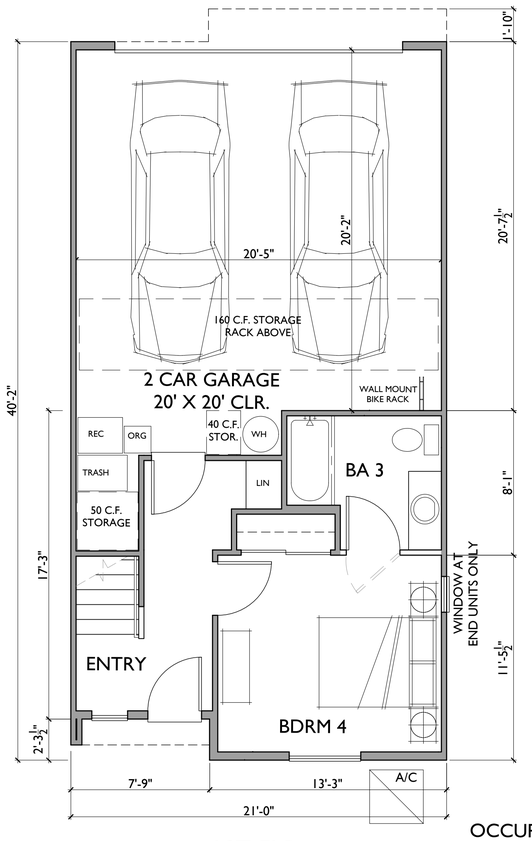


3RD FLR



2ND FLR



1ST FLR

PLAN 3	4 BED/3.5BA
	GROSS LIV.
1ST FL -	367
2ND FL -	770
3RD FL -	757
TOTAL LIVABLE -	1,894 S.F.
BALCONY -	78 S.F.
GARAGE -	459 S.F.

OCCUP. TYPE	R3/U (CRC)
CONST. TYPE	TYPE VB (CRC TOWNHOMES)
FIRE SPRINKLER	NFPA 13D (CRC R313.1)
EV REQM'T.	EV CAPABLE @ EACH UNIT W/ 1" RACEWAY & 40 AMP-208/240 DEDICATED BRANCH CIRCUIT PER 2022 CGBSC 406.4.1

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

UNIT PLAN 3

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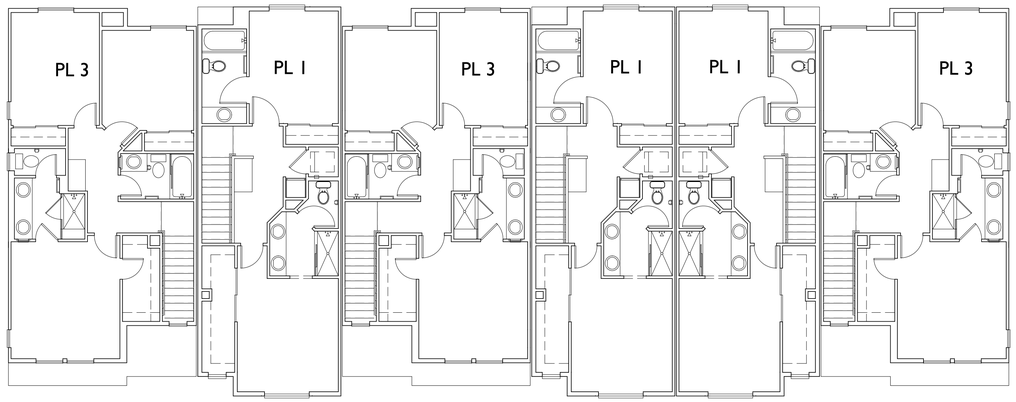
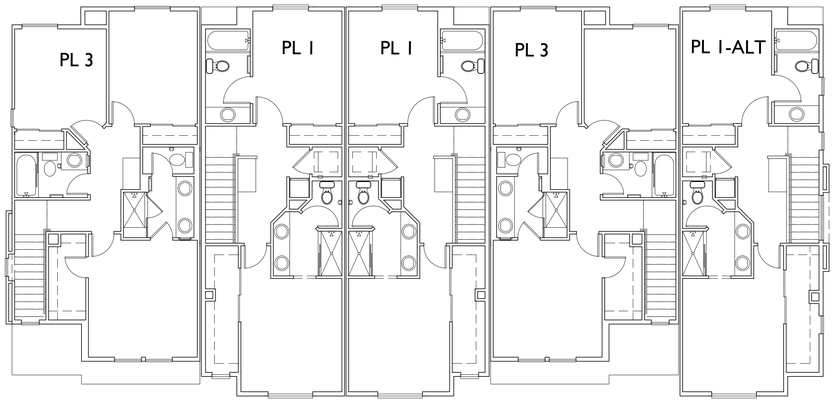
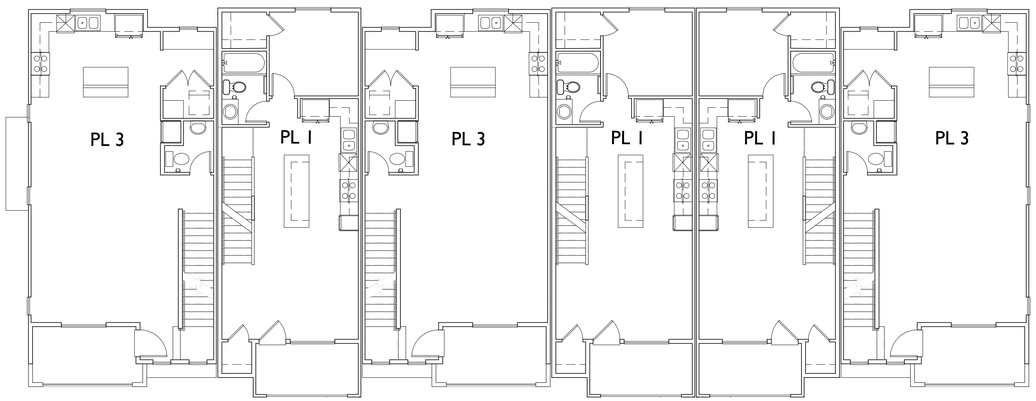
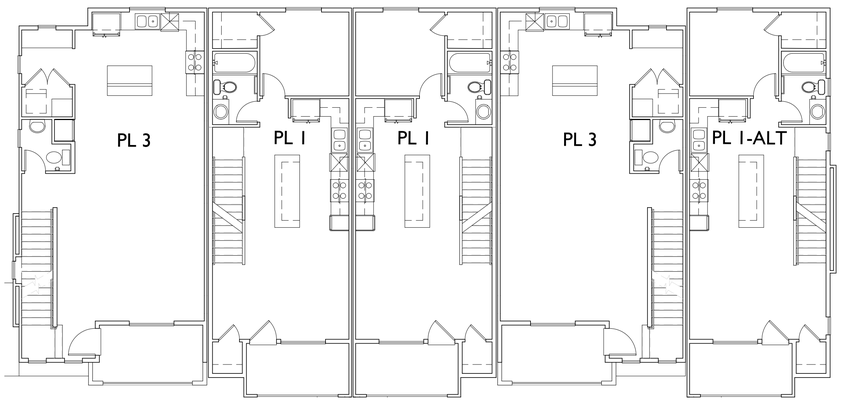


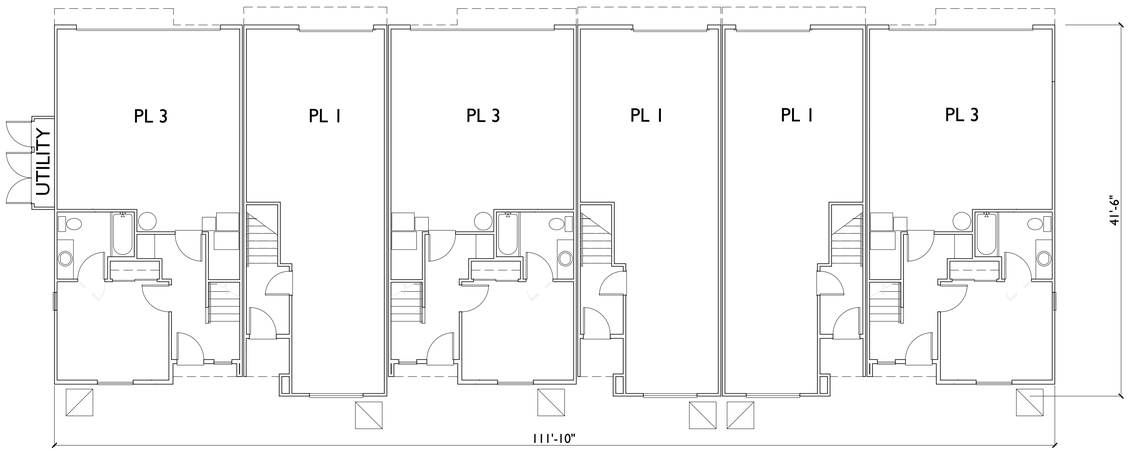
3RD FLOOR PLAN





2ND FLOOR PLAN





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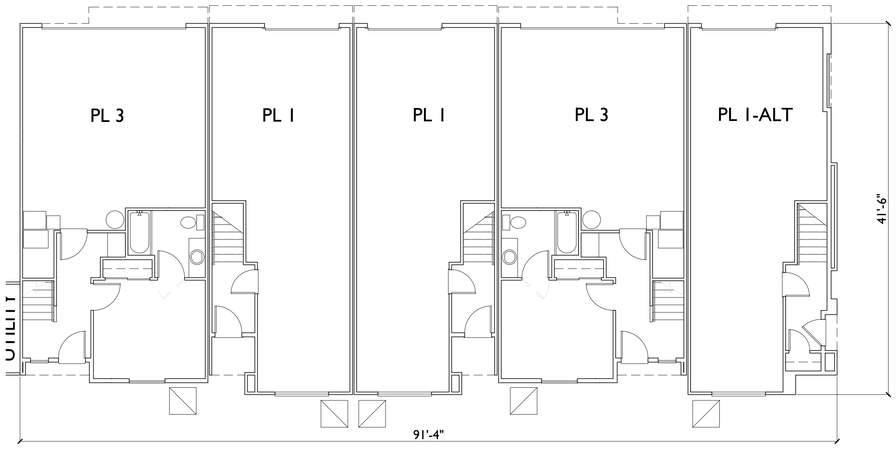

BUILDING TYPE B

BUILDING TYPE A

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

BUILDING COMPOSITE PLANS

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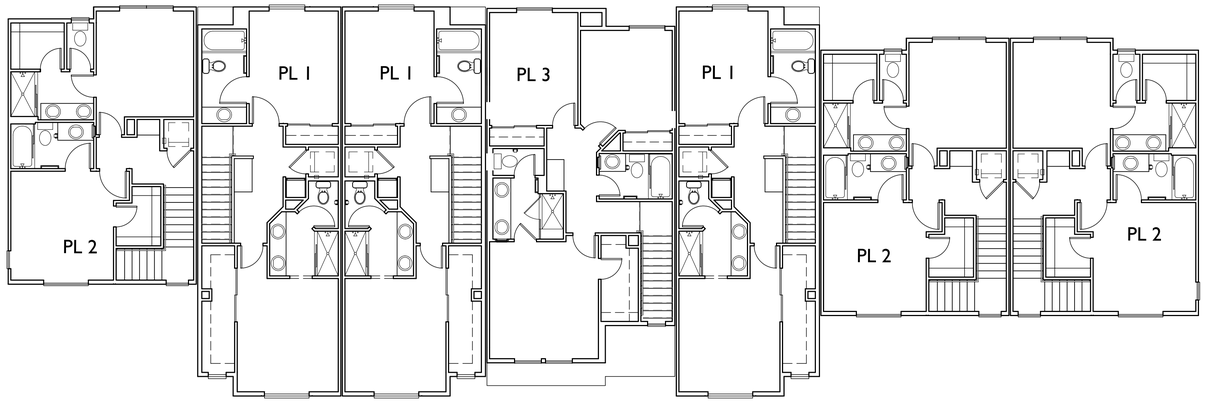
760.724.1198

0 4 8 12
Scale

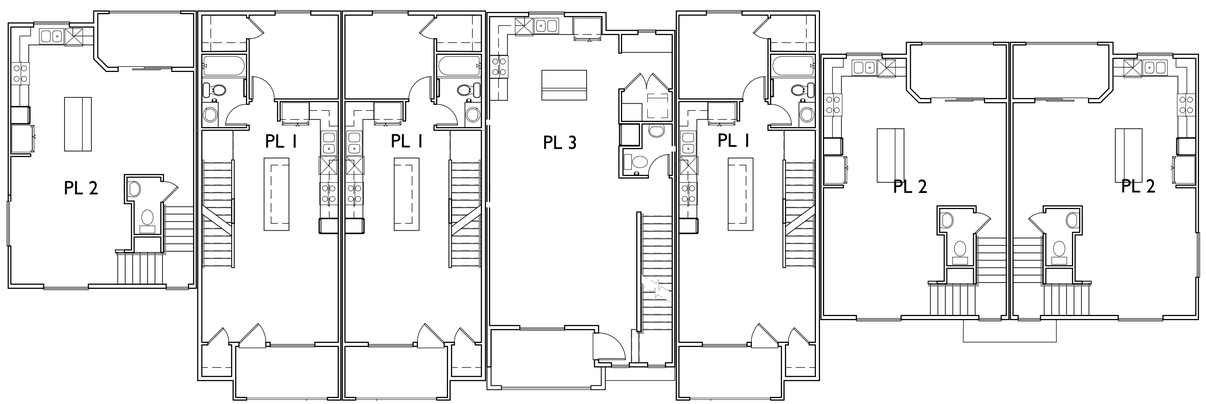
JANUARY 20, 2024

△	DATE	REVISION

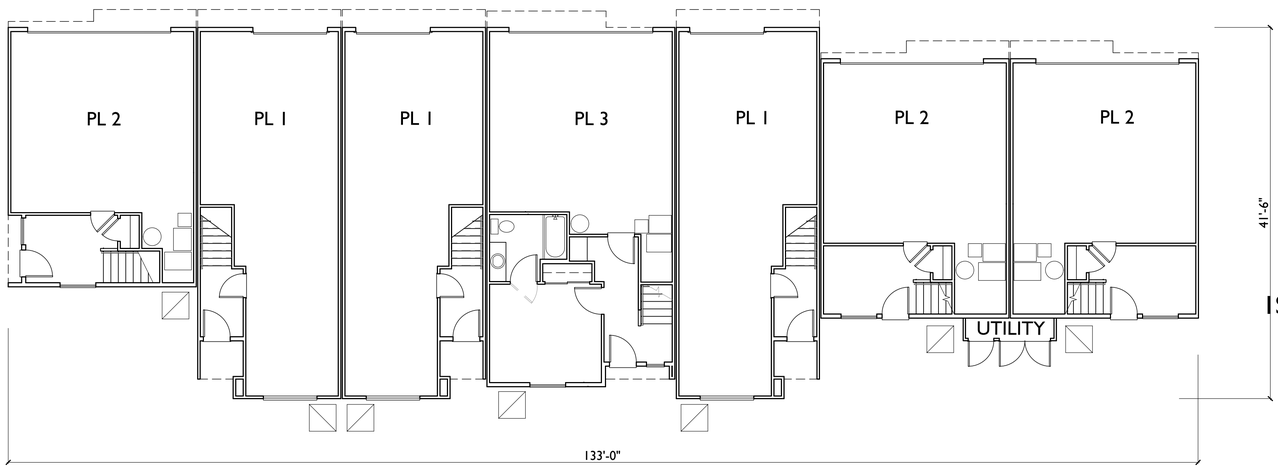
A-9
OF 29 SHTS



3RD FLOOR PLAN



2ND FLOOR PLAN



1ST FLOOR PLAN

BUILDING TYPE C

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

BUILDING COMPOSITE PLANS

MELIA HOMES
9860 Irvine Center Drive
Irvine, CA 92618
(949) 417-6264

SUMMA ARCHITECTURE

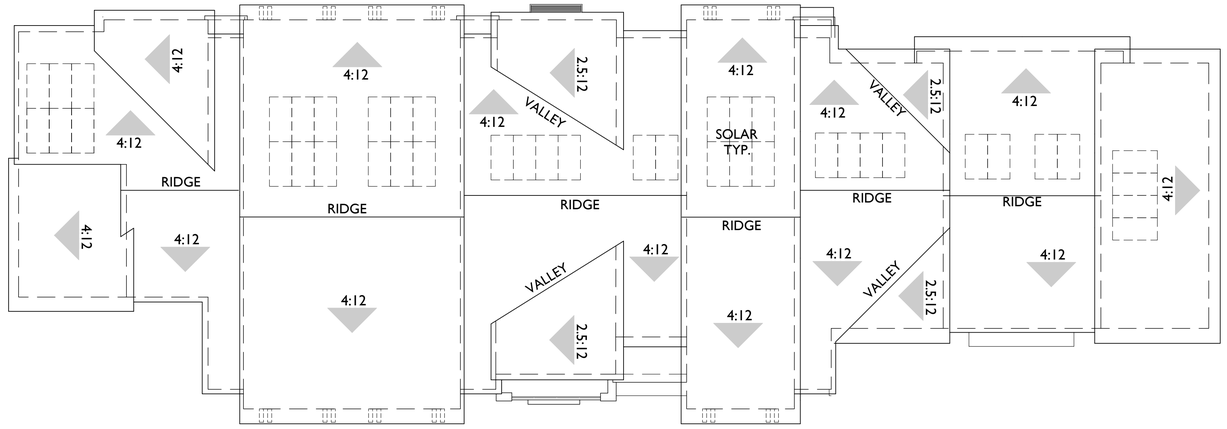
5256 S. MISSION ROAD STE. 404
BONSALL, CA. 92003
760.724.1198

0 4 8 12
Scale

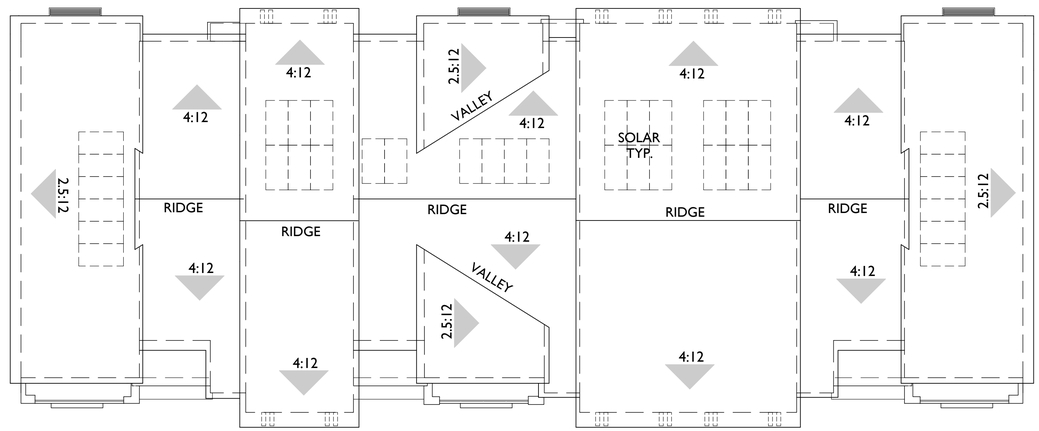
JANUARY 20, 2024

△	DATE	REVISION

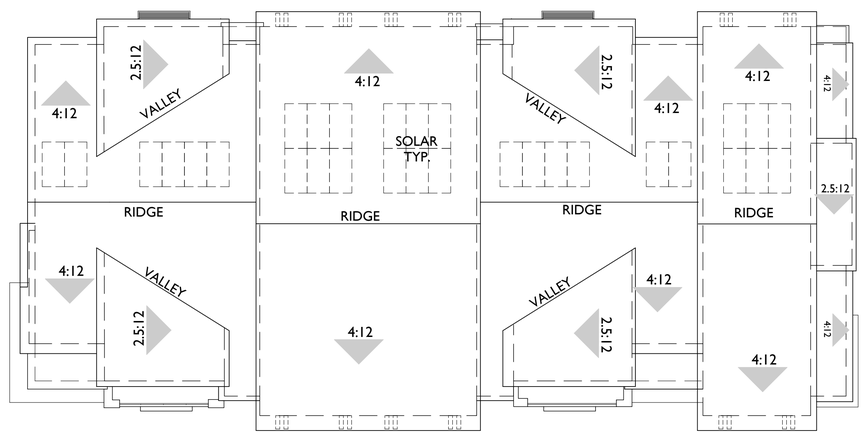
A-10
OF 29 SHTS



ROOF PLAN - BLDG TYPE C



ROOF PLAN - BLDG TYPE B



ROOF PLAN - BLDG TYPE A

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

ROOF PLANS

MELIA HOMES
9860 Irvine Center Drive
Irvine, CA 92618
(949) 417-6264

SUMMA ARCHITECTURE

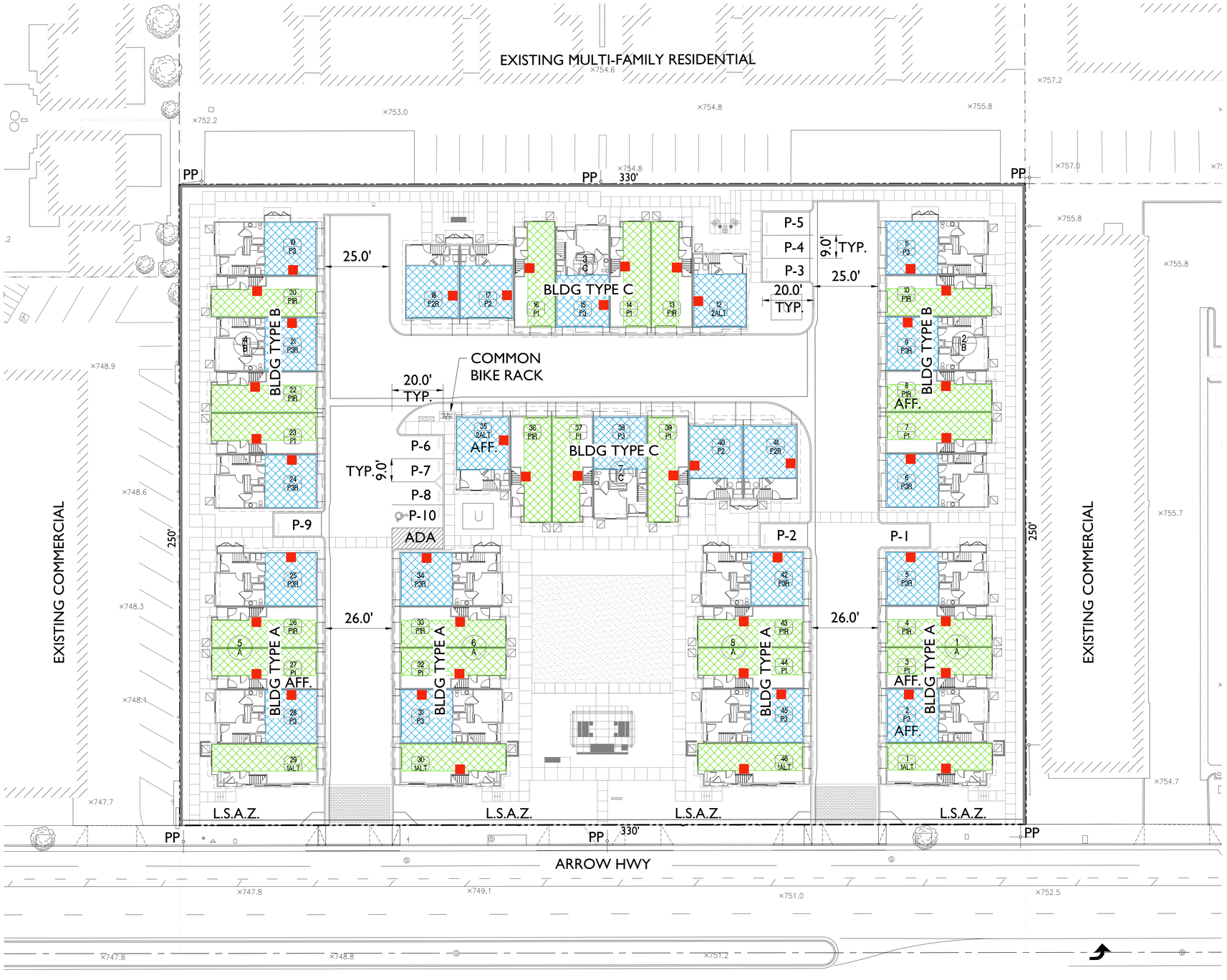
5256 S. MISSION ROAD STE. 404
BONSALL, CA. 92003
760.724.1198

0 4 8 12
Scale

JANUARY 20, 2024

△	DATE	REVISION

A-11
OF 29 SHTS



PARKING SUMMARY

PARKING REQUIRED per Calif. Gov. Code Sec. 65915(p)(1)		
2-3 BDRM UNIT	1.5 ST/U X 30U =	45
4 BDRM UNIT	2.5 ST/U X 16 U =	40
TOTAL REQUIRED		85 STALLS
BIKES REQUIRED	0.25 X 85=	22 BIKES

PARKING PROVIDED		
STD. GARAGE STALLS	44	(2 CAR, 20' X 20' CLR.)
TANDEM GARAGE STALLS	48	(2 CAR, 10'-4" x 40' CLR.)
GUEST STALLS (P-1 TO P-9)	9	(9' X 20' TYP.)
ADA VAN STALL (P-10)	1	(17' X 20' TYP.)
TOTAL PROVIDED		102 STALLS

BIKES PROVIDED — 48 TOTAL
46 (1 RACK @ EACH GARAGE
SEE UNIT PLAN SHEETS)
2 RACKS AT COMMON AREA

EV PARKING — EV CAPABLE @ EACH UNIT W/ 1" RACEWAY & 40 AMP - 208/240 DEDICATED BRANCH CIRCUIT PER 2022 CGBSC 406.4.1

GUEST PARKING SHALL BE PROVIDED WITH PERMANENT SIGNS IDENTIFYING THEM AS GUEST PARKING STALLS AND SHALL BE MAINTAINED AT ALL TIMES FOR GUEST PARKING GMC 21.03.020(3)

GLENDORA, CA

631-657 E. ARROW HIGHWAY TOWNHOMES

N

PARKING PLAN

MELIA HOMES
9860 Irvine Center Drive
Irvine, CA 92618
(949) 417-6264

SUMMA ARCHITECTURE
5256 S. MISSION ROAD STE. 404
BONSALL, CA. 92003
760.724.1198

Scale 0 20 40 60

JANUARY 20, 2024

△	DATE	REVISION

PP
OF 29 SHTS

LEGEND

1. Central community gathering area with large shade structure, buffet counter, ADA picnic table seating, privacy wall, and real lawn.
2. Bench seating node.
3. Adirondack seating node.
4. Two community cluster mailboxes, per USPS review and approval.
5. Proposed wall, pilaster, gate or fence, per L-3 Wall & Fence Plan.
6. Decorative enhanced paving at main project entryways.
7. Proposed tree, per L-4 Planting Plan.
8. 4' wide community natural colored concrete sidewalk, with light top-cast finish and saw-cut joints.
9. 4' wide unit entry natural colored concrete walk, with light top-cast finish and saw-cut joints.
10. Stamped concrete ADA crosswalk.
11. Accessible parking stall and striping, per Civil plans.
12. Guest parking stall.
13. Natural colored concrete driveway, with light broom finish and tooled joints.
14. Proposed entry Project monument with potted landscape feature.
15. Proposed AC units, per Architecture plans.
16. Common area landscape, builder installed and HOA maintained.
17. Community dog bag station (black in color), for pet owners.
18. Property line.
19. Transformer to be screened with landscape, quantity and final locations to be determined.
20. Short term bike parking (1 bike rack to accommodate 2 bike stalls).
21. Public street R.O.W.
22. Tree planter diamond.

*Conceptual images (provided herein are conceptual and subject to change)

0 10' 20' 40'
Scale: 1" = 20'

Schematic Landscape Plan

Melia Homes

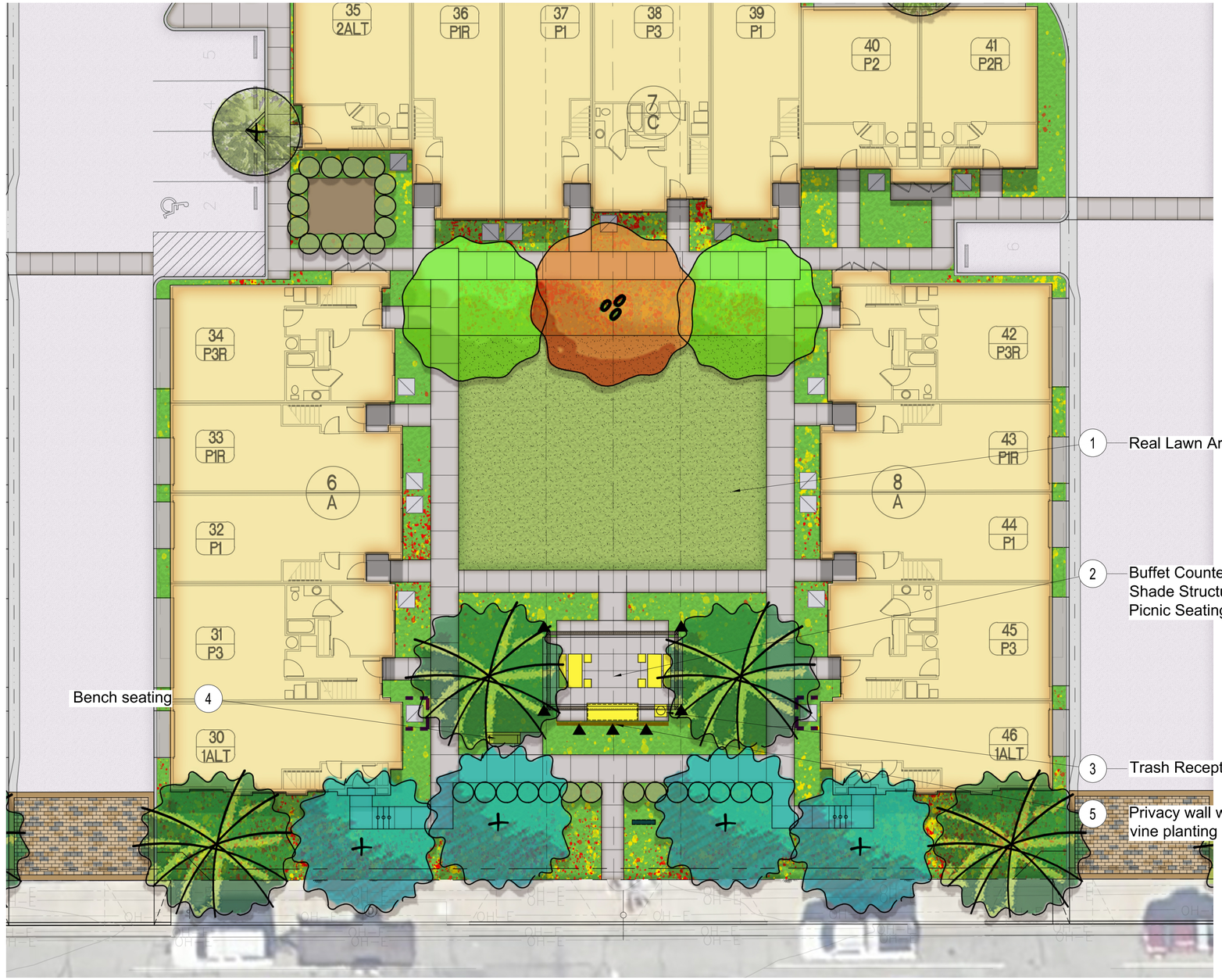
2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-1

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23195 La Cadena Drive (Ste 103)
Laguna Hills, CA 92653 (www.studio-PAD.com)



*Conceptual images (provided herein are conceptual and subject to change)

0 5' 10' 20'
Scale: 1" = 10'

Melia Homes

Schematic Enlargement Plan - Central Community Open Space

2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-2

MELIA HOMES

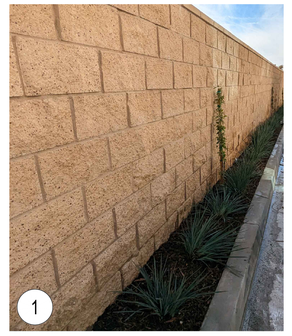
Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23195 La Cadena Drive (Site 103)
Laguna Hills, CA 92653 (www.studio-PAD.com)

WALL LEGEND

1. 6'-0" High split-face block wall, with split-face block cap (tan color); (retaining ±2', per Civil grading plans).
2. 6'-7' High Privacy Wall.
3. Project monument / sign feature (light tan stucco with black lettering).
4. Vinyl AC Screen (dark brown color).

ADA Path of Travel.



*Conceptual images (provided herein are conceptual and subject to change)

0 10' 20' 40'

Scale: 1" = 20'

Melia Homes

Schematic Wall & Fence Plan

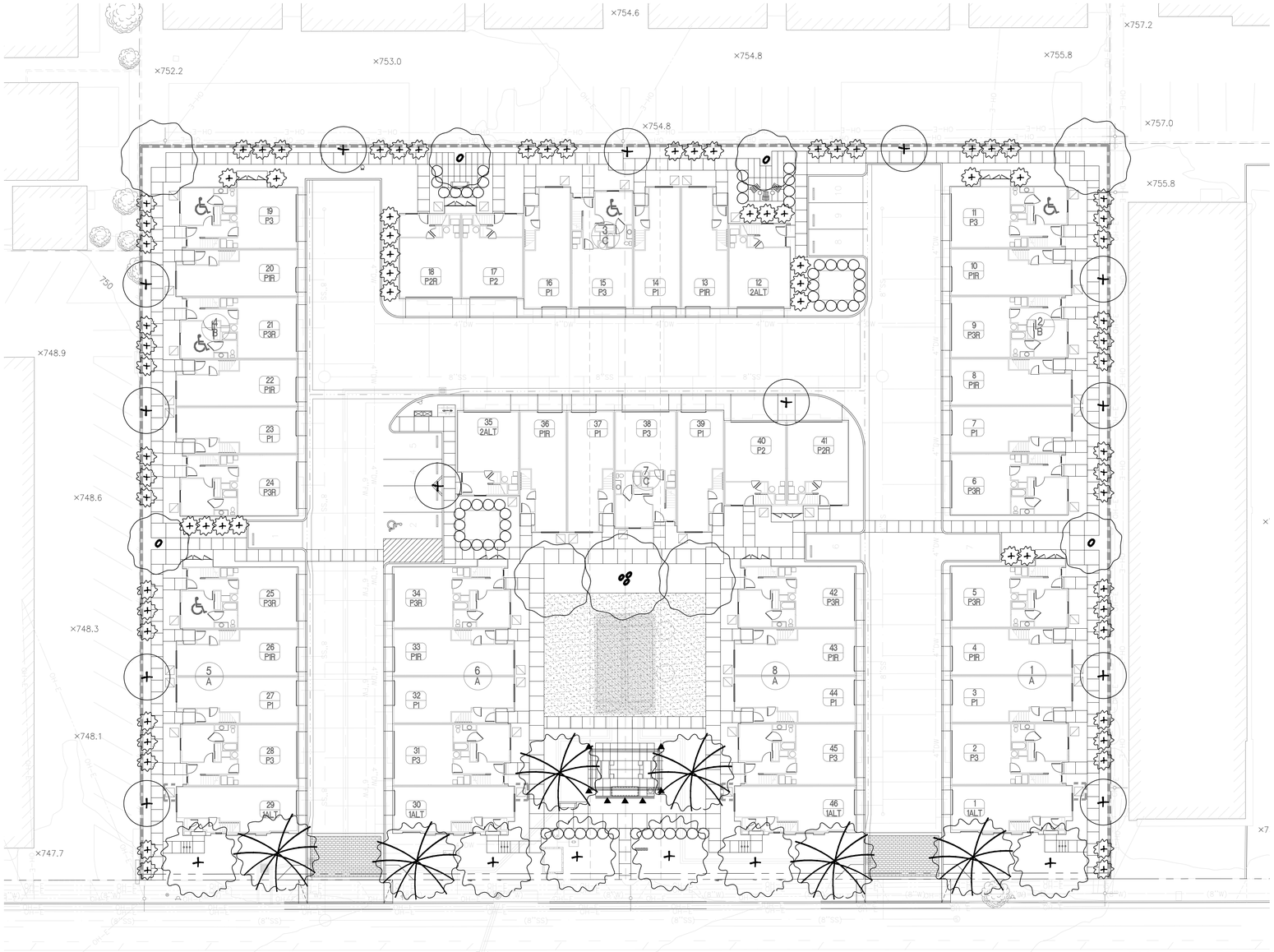
2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-3

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23196 La Cadena Drive (Ste 103)
Laguna Hills, CA 92653 (www.studio-PAD.com)



PLANTING LEGEND

Symbol	Type/Form	Suggestions	Trunk	Size	WUCOLS (R4)	Qty.
		Botanical Name (Common Name)				
	TREES					
	Specimen	Olive sp. (Fruitless Olive)	Single Natural	B&B 10' Canopy	Low	6
	Canopy Deciduous	Sycamore racemosa (California Sycamore)	Single	36" Box	Mod.	1
	Evergreen Flowering	Arbutus u. 'Marina' (Marina Strawberry Tree)	Single	24" Box	Mod.	4
	Evergreen Flowering	Eriobotrya deflexa (Bronze Loquat)	Single	24" Box	Mod.	13
	Street	Tristania conferta (Brisbane Box)	Single	24" Box	Mod.	6
	Medium	Geijera parvilflora (Australian Willow)	Single	24" Box	Mod.	4
	Columnar	Cupressus sempervirens (Italian Cypress) Podocarpus gracilior (Fern Pine)	Single	15 Gal	Low	73
					Total =	107
	SHRUBS					
	Screening	Westringia fruticosa (Coast Rosemary) Plant leaf to leaf and min. 3' High	Single	15 Gal	Low	57
					Total =	57
	VINES					
	Screening	Bougainvillea 'Monka' (Oo-La La Bougainvilla)		5 Gal	Low	7
					Total =	7

SHRUBS and GROUND COVER		WUCOLS (R4)
Anigozanthos	Kangaroo Paw	Low
Agave sp.	Agave	Low
Aloe sp.	Aloe	Low
Baccharis 'Centennial'	Centennial baccharis	Low
Bougainvillea sp.	Bougainvillea	Low
Callistemon citrinus 'Little John'	Dwarf Bottlebrush	Low
Carex divulsa	Berkeley Sedges	Low
Chamaerops humilis	Mediterranean Fan Palm	Low
Dasylirion longissimum	Mexican Grass Tree	Low
Delosperma cooperi	Trailing Ice Plant	Low
Dianella revoluta 'Little Rev'	Little Rev™ Flax Lily	Low
Kalanchoe thyrsiflora	Flapjack Paddle Plant	Low
Lavandula stoechas 'Larkman Hazel'	Hazel™ Spanish Lavender	Low
Lippia nodiflora 'Campagna Verde'	Kurapia	Low
Lonicera hispidula	California honeysuckle	Very low
Nassella pulchra	Purple Needlegrass	Very low
Rosmarinus p. 'Huntington Carpet'	Groundcover Rosemary	Low
Westringia sp.	Westringia	Low
Yucca gloriosa	Spanish Dagger	Very low

VINES & ESPALIERS		WUCOLS (R4)
Antigonon leptopus	Coral Vine	Low
Bougainvillea 'Monka' (Oo-La-La® Bougainvillea)	Bougainvillea	Low
Macfadyena unguis-cati	Cat's Claw Vine	Low

NOTES:

1. Irrigation (including spray and/or drip) will be provided, in the Construction Document phase, and to be installed per local California water regulations (AB1881).
2. Transformers, back-flow preventers & other above-ground utilities to be screened with landscape as permitted per local codes & regulations.
3. The plant palette listed provides a list of plant material to select from when preparing final landscape construction documents for this project. However, substitutions may be required due to availability, soils tests, or other conditions.
4. All trees within 5' of hardscape to be installed with deep root barriers.
5. 3" mulch depth, to be planted at shrubs and groundcover areas. Mulch Type: Forest Floor (2" minus).
6. All the planting in narrow north facing area will be shade tolerant.
7. Specimen Olive trees, Magnolia, and Crape myrtle 'Muskogee' are required to be tagged at nursery yard by landscape architect.

0 10' 20' 40'

Scale: 1" = 20'

Melia Homes

Schematic Planting Plan

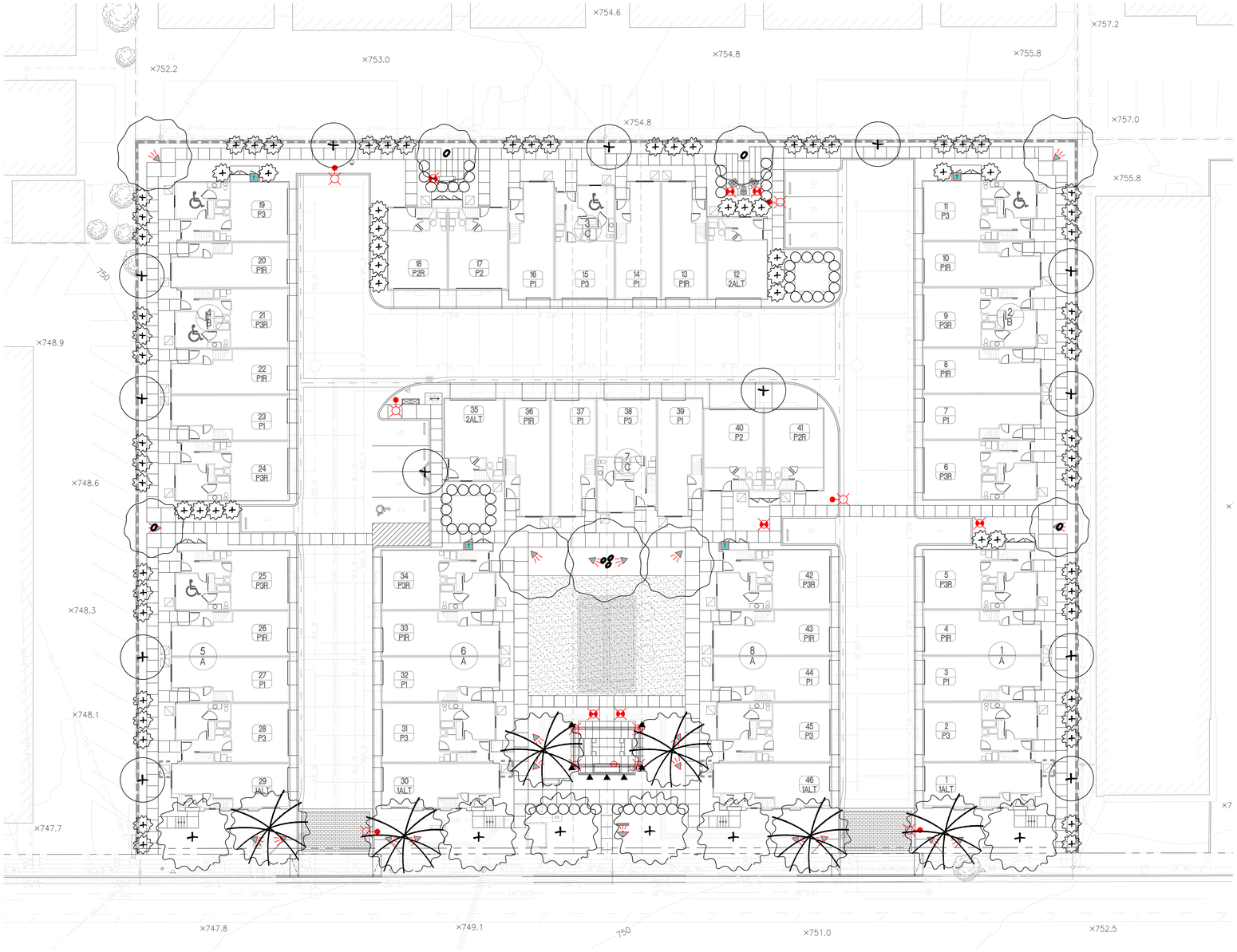
2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-4

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23195 La Cadena Drive (Ste 103)
Laguna Hills, CA 92653 (www.studio-PAD.com)



LIGHTING SCHEDULE

PHOTO	SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
		SVE-3 - Pole Light Area Pole Light, HID - Direct Lighting Sales, Model San Vicente #SVE-3 Cast Aluminum, Textured Bronze, RA21 Radius, On DBC-1 Base & 10' round pole. Lamp: Per Elec. Eng., Per Elec. Eng., Per Elec. Eng. Accessories: On DBC-1 Base & 10' round pole.	6
		FX Luminaire LC Large scale up light used for wide scale elements. 6.5in. H x 4.5in. W x 3.0in. D. Order code: LC, Aluminum Alloy, (BZ) Bronze Metallic, Long Slot Spike Lamp: LC-9LED, 11.2W / 13.5VA, 2700K, Beamspread: Very Wide Flood	1
		GFCI - Outlet Exterior Electrical GFI Outlet Cast Aluminum, Textured Architectural Bronze, Wall	1
		FX Luminaire PM Modern path light with powder-coated finish. 2.5" Dia x 14.0" H. PM-XT for Extra Tall 18.5". Order code: PM, Aluminum Alloy, (FB) Flat Black, Deck Mount for PM Lamp: PM-1LED, 2W / 2.4VA, 2700K, Beamspread: Very Wide Flood	7
		FX Luminaire DE Down light ideal for large applications. 9.7in. H x 3.0in. Dia. Order code: DE, Aluminum Alloy, (BZ) Bronze Metallic, Mini J-Box for 1/2in. Thr Lamp: DE-9LED, 10W / 10.7VA, 2700K, Beamspread: Spot	4
	T	FX Luminaire - PX: Transformer SS, Stainless Steel, Wall 300W	4
		FX Luminaire NP-9LED-BZ Large directional up light ideal for vertical landscape elements. Order code: NP, Aluminum Alloy, (BZ) Bronze Metallic, Ground Mount Lamp: NP-9LED, 10W / 10.7VA, 2700K, Beamspread: Narrow Flood	20

Notes:
Shield for directional controlling to prevent glare offsite.

0 20' 40' 80'
Scale: 1" = 40'

Schematic Lighting Plan

Melia Homes

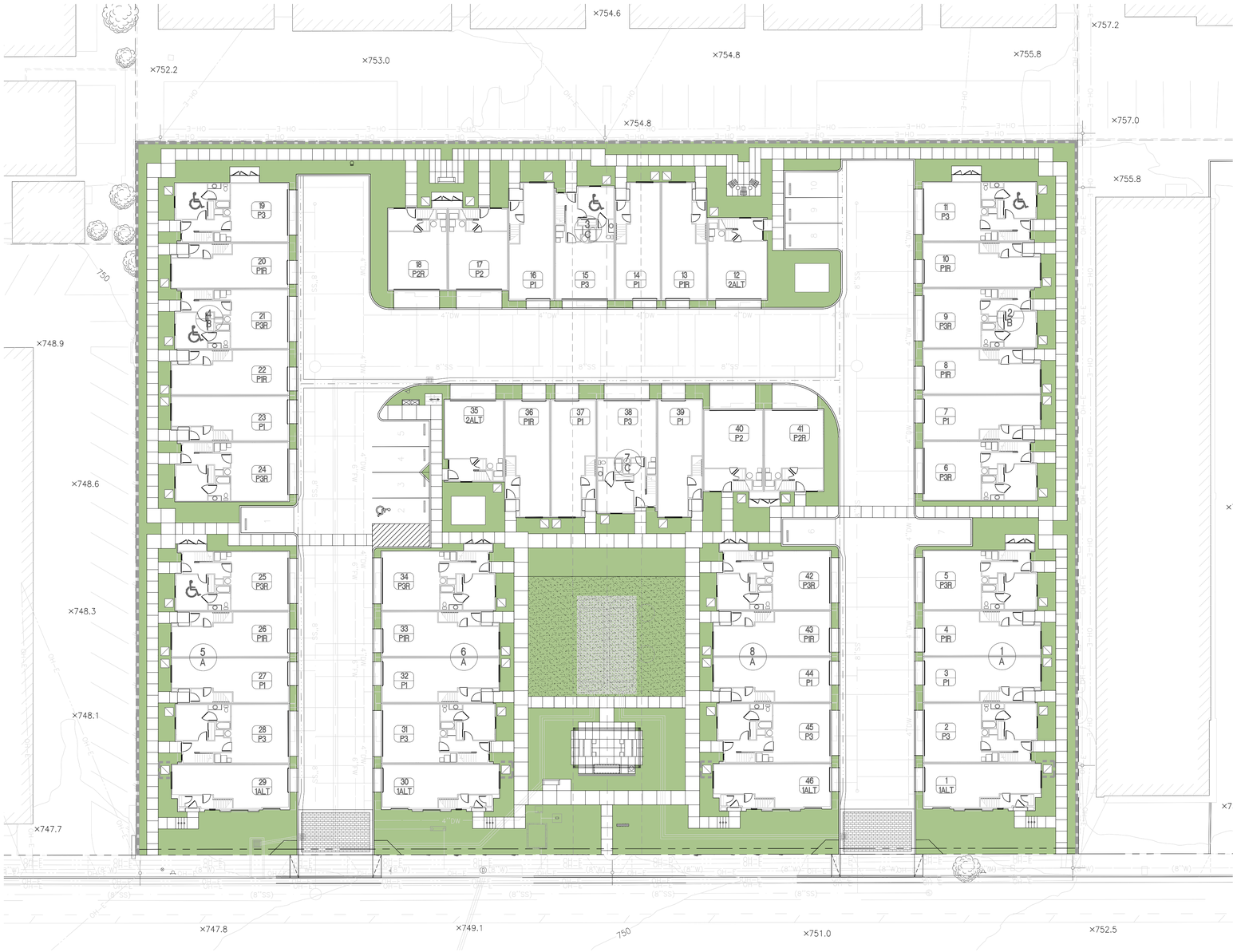
2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-5

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD
Landscape Architecture
23195 La Cadena Drive (Ste 103)
Laguna Hills, CA 92653 (www.studio-PAD.com)



CONCEPT GRAPHICS SCHEDULE

PERMEABLE LANDSCAPE AREAS

Takeoff: 18,357 sf

0 10' 20' 40'

Scale: 1" = 20'

Schematic Permeable Area Plan

Melia Homes

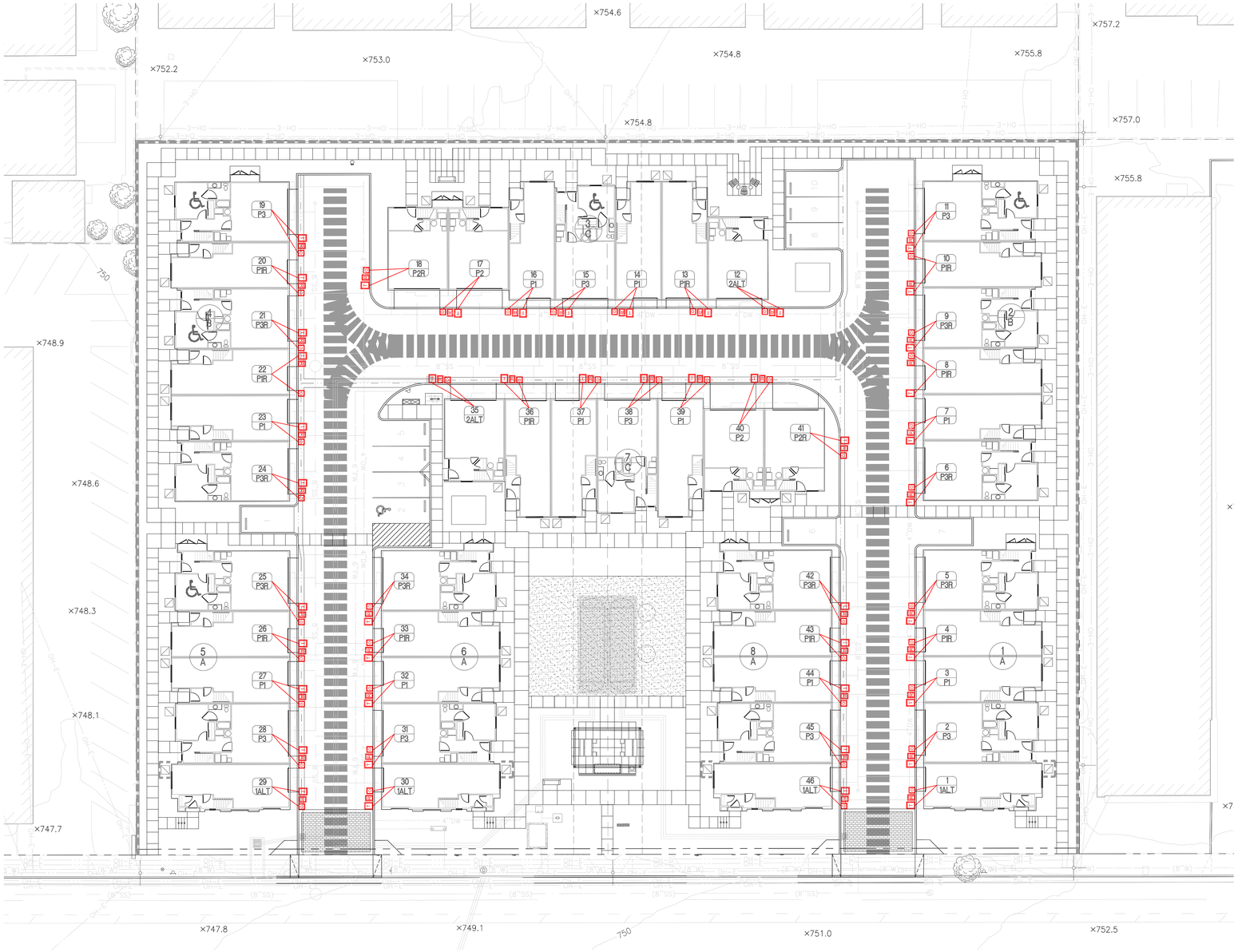
2nd City Submittal | Project No.: MH17-D
Date: Jan. 20, 2025

L-6

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23186 La Cadena Drive,Ste 103 | Laguna Hills CA 92653 | (www.studio-PAD.com)



LEGEND

- Regular trash cart
- Recycle cart
- Organic waste cart
- Trash hauler path of travel. (Backing up into one small lane would be required)

*Cart sizes subject to local city code

0 10' 20' 40'

Scale: 1" = 20'

Schematic Trash Circulation & Hauler Route Plan

Melia Homes

2nd City Submittal | Project No.: MH17-D Date: Jan. 20, 2025

L-7

MELIA HOMES

Arrow Highway Townhomes - Glendora, CA

studio PAD Landscape Architecture
23196 La Cadena Drive (Biz 109)
Laguna Hills CA 92653 (www.studio-PAD.com)

VESTING TENTATIVE TRACT MAP NO. 84607

FOR CONDOMINIUM PURPOSES

IN THE CITY OF GLENDORA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

LEGAL DESCRIPTION:

REAL PROPERTY IN THE CITY OF GLENDORA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

PARCELS 1 AND 2 OF RECORD OF SURVEY, IN THE CITY OF GLENDORA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS SHOWN ON MAP FILED IN BOOK 79, PAGE 99 OF RECORD OF SURVEYS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.
PARCEL 2 OF RECORD OF SURVEY, IN THE CITY OF GLENDORA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS SHOWN ON MAP FILED IN BOOK 79, PAGE 99 OF RECORD OF SURVEYS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

APN: 8653-009-030 AND 8653-009-031

VESTED OWNER:

GORDON H. MCDONALD. TRUSTEE OF THE VICENZA RAGO FAMILY TRUST

SITE ADDRESS:

631 & 657 E. ARROW HIGHWAY
GLENDORA, CA 91740

BASIS OF BEARINGS:

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING N5°35'18.8" BETWEEN CALIFORNIA SPATIAL REFERENCE CENTER, CSRC, CONTINUOUSLY OPERATING REFERENCE STATIONS, CORS, "AZU1" AND "CVHS"

DATUM STATEMENT:

ALL COORDINATES SHOWN HEREON ARE GRID VALUES BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983, CCS83, ZONE 5, (2017.50 EPOCH), IN ACCORDANCE WITH THE CALIFORNIA PUBLIC RESOURCE CODE SECTIONS 8801-8819. ALL DISTANCES SHOWN HEREON ARE GROUND VALUES IN THE U.S. SURVEY FEET UNLESS OTHERWISE NOTED. A COMBINATION SCALE FACTOR OF 0.9999542832 WAS USED FOR THIS PROJECT AT NORTHING 1861194.077, EASTING 6606801.179 TO OBTAIN GRID DISTANCES, MULTIPLY BY GROUND DISTANCES BY THE COMBINATION SCALE FACTOR.

	NORTHING	EASTING
AZU1	1868258.225	6592997.736
CVHS	6591430.515	1852241.567

BENCHMARK STATEMENT:

LOS ANGELES COUNTY BENCHMARK NO. NG4998
ELEV: 753.416 ([NAVD88])
DESCRIBED AS: PK & L IN S CB 6.5' W/O BCR @SW COR ARROW HWY & LYMAN AVE

FLOOD NOTE:

THE SUBJECT PROPERTY FALLS WITHIN "ZONE X, AREA OF MINIMAL FLOOD HAZARD." PER FEMA MAP NO. 06037C1725F, A PRINTED PANEL, EFFECTIVE SEPTEMBER 26, 2008

LAND USE SUMMARY:

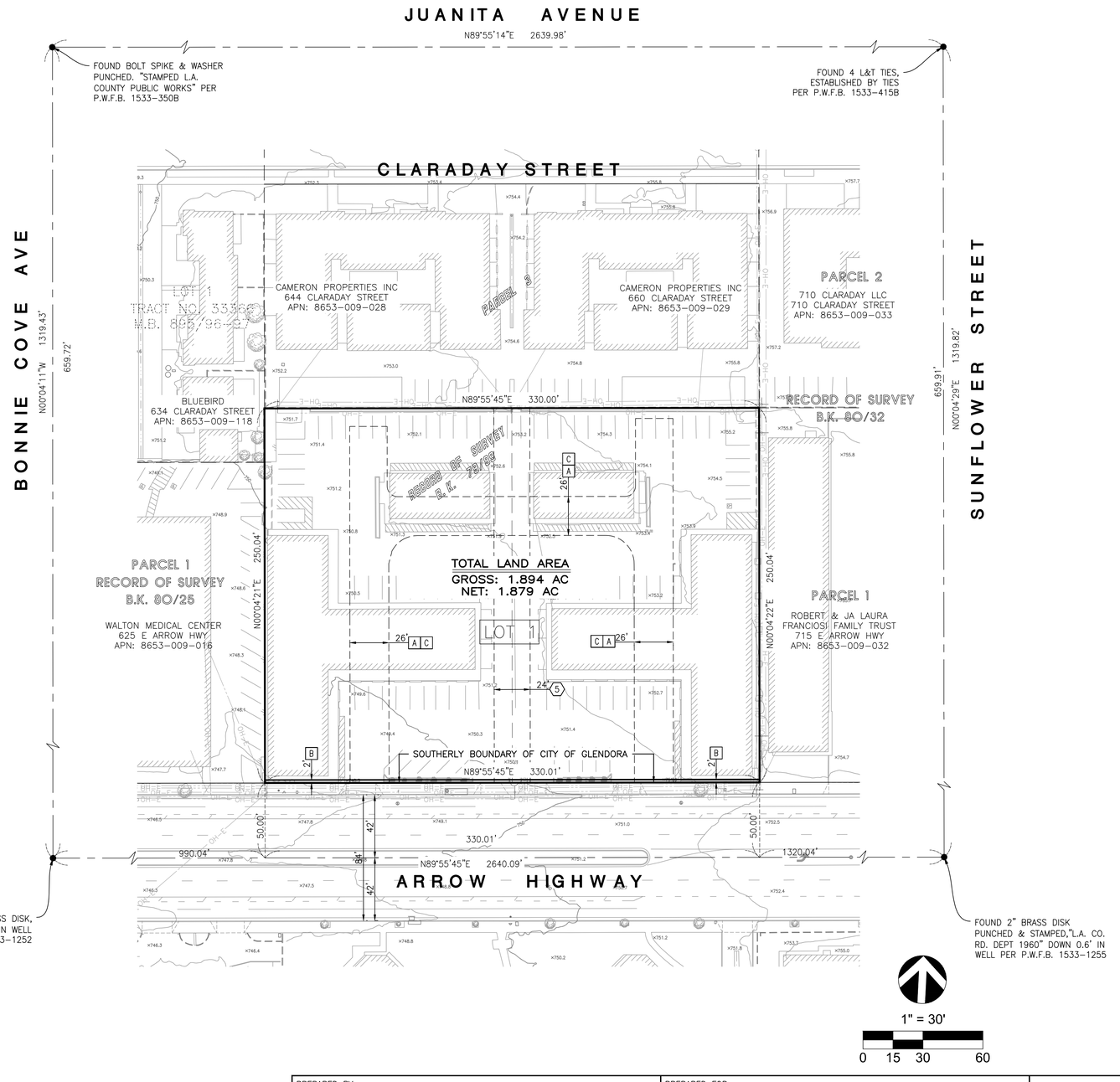
GROSS AREA: 1.894 AC
NET AREA: 1.879 AC
TOTAL PROPOSED LOTS: 1
TOTAL PROPOSED DWELLING UNITS: 46

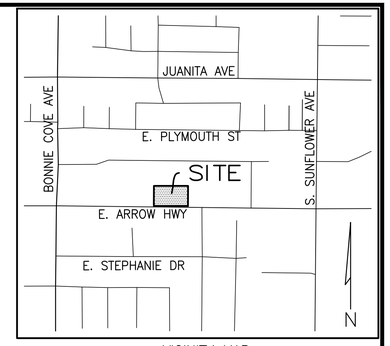
UTILITY PURVEYORS & SERVICES:

WATER:	CITY OF GLENDORA WATER DIVISION	(626) 852-4838
SEWER:	LOS ANGELES SANITATION DISTRICT	(562) 908-4288
	CITY OF GLENDORA PUBLIC WORKS	(626) 914- 8252
ELECTRIC:	SOUTHERN CALIFORNIA EDISON	(909) 592-3757
GAS:	THE SOUTHERN CALIFORNIA GAS COMPANY	(800) 427-2200
TELEPHONE:	FRONTIER COMMUNICATIONS	(844) 297-5874
CABLE TV:	TIME WARNER CABLE	(626) 857-1075
SCHOOL DISTRICT:	CHARTER OAK UNIFIED SCHOOL DISTRICT	(626) 966-8331
FIRE PROTECTION:	LOS ANGELES COUNTY FIRE DEPT. STATION 86	(626) 963-5719
WASTE:	ATHENS DISPOSAL SERVICES	(888) 336-6100
POLICE:	GLENDORA POLICE DEPARTMENT	(626) 914-8250

NOTE:

1) PURSUANT TO SUBDIVISION MAP ACT SECTION 66456.1(a), MULTIPLE FINAL MAPS MAY BE FILED ON THIS TENTATIVE MAP.





VICINITY MAP
N.T.S.

CIVIL ENGINEER:

C&V CONSULTING, INC.
9830 IRVINE CENTER DRIVE
IRVINE, CA 92618
PHONE: (949) 445-1833

SUBDIVIDER:

MELIA HOMES
9860 IRVINE CENTER DRIVE
IRVINE, CA 92618
PHONE: (949) 417-6264

SHEET INDEX:

SHEET NO.	
SHEET 1	VESTING TENTATIVE TRACT MAP
SHEET 2	EXISTING SITE PLAN
SHEET 3	PRELIMINARY GRADING PLAN
SHEET 4	SECTIONS
SHEET 5	PRELIMINARY UTILITY PLAN
SHEET 6	PRELIMINARY FIRE ACCESS & HYDRANT LOCATION PLAN

LEGEND:

- ——— ℄ ——— CENTERLINE
- ——— SUBDIVISION BOUNDARY
- - - - - - - - - EASEMENT
- — — — — EX. LOT LINE
- ——— EX. R/W
- ——— PROP. R/W

EXISTING EASEMENTS:

(#) DENOTES PLOTTED ITEM.

3 AN EASEMENT FOR PIPES OR DITCHES AND INCIDENTAL PURPOSES, RECORDED IN BOOK 959, PAGE 170 AND IN BOOK 1004, PAGE 90, BOTH IN DEEDS.
IN FAVOR OF: THE SAN DIMAS IRRIGATION COMPANY
(THE LOCATION OF THE EASEMENT CANNOT BE DETERMINED FROM RECORD INFORMATION.)

4 AN EASEMENT FOR PIPE LINES AND INCIDENTAL PURPOSES, RECORDED NOVEMBER 3, 1927 IN BOOK 6788, PAGE 357 OF OFFICIAL RECORDS.
IN FAVOR OF: F. PIERCE AND NORMA L. PIERCE
(THE LOCATION OF THE EASEMENT CANNOT BE DETERMINED FROM RECORD INFORMATION.)

(5) THE TERMS, PROVISIONS AND EASEMENT(S) CONTAINED IN THE DOCUMENT ENTITLED "DECLARATION OF GRANT OF RECIPROCAL EASEMENTS" RECORDED NOVEMBER 30, 1995 AS INSTRUMENT NO. 95-1900067 OF OFFICIAL RECORDS.

6 AN EASEMENT FOR PARKING AND INCIDENTAL PURPOSES RECORDED AUGUST 12, 2003 AS INSTRUMENT NO. 03-2326701 OF OFFICIAL RECORDS.
IN FAVOR OF: THE OWNER AND/OR OCCUPANT OF PARCEL 2
(THE LOCATION OF THE EASEMENT CANNOT BE DETERMINED FROM RECORD INFORMATION.)

PROPOSED EASEMENTS:

[A] INDICATES AN EASEMENT FOR INGRESS AND EGRESS FOR EMERGENCY AND PUBLIC SECURITY VEHICLE PURPOSES DEDICATED TO THE CITY OF GLENDORA

[B] INDICATES AN EASEMENT (2 FEET WIDE) FOR FUTURE PUBLIC SIDEWALK AND UTILITY PURPOSES

[C] INDICATES AN EASEMENT FOR PUBLIC SANITARY SEWER PURPOSES DEDICATED TO THE CITY OF GLENDORA

SURVEYOR'S STATEMENT:

THE SURVEY ON WHICH THIS VESTING TENTATIVE MAP IS BASED WAS DONE BY ME, OR UNDER MY DIRECTION. FIELDWORK WAS COMPLETED ON FEBRUARY 16, 2024.

DANE P. MCDOUGALL, L.S. 9297

PROFESSIONAL LAND SURVEYOR DANE P. MCDOUGALL L.S. 9297 STATE OF CALIFORNIA

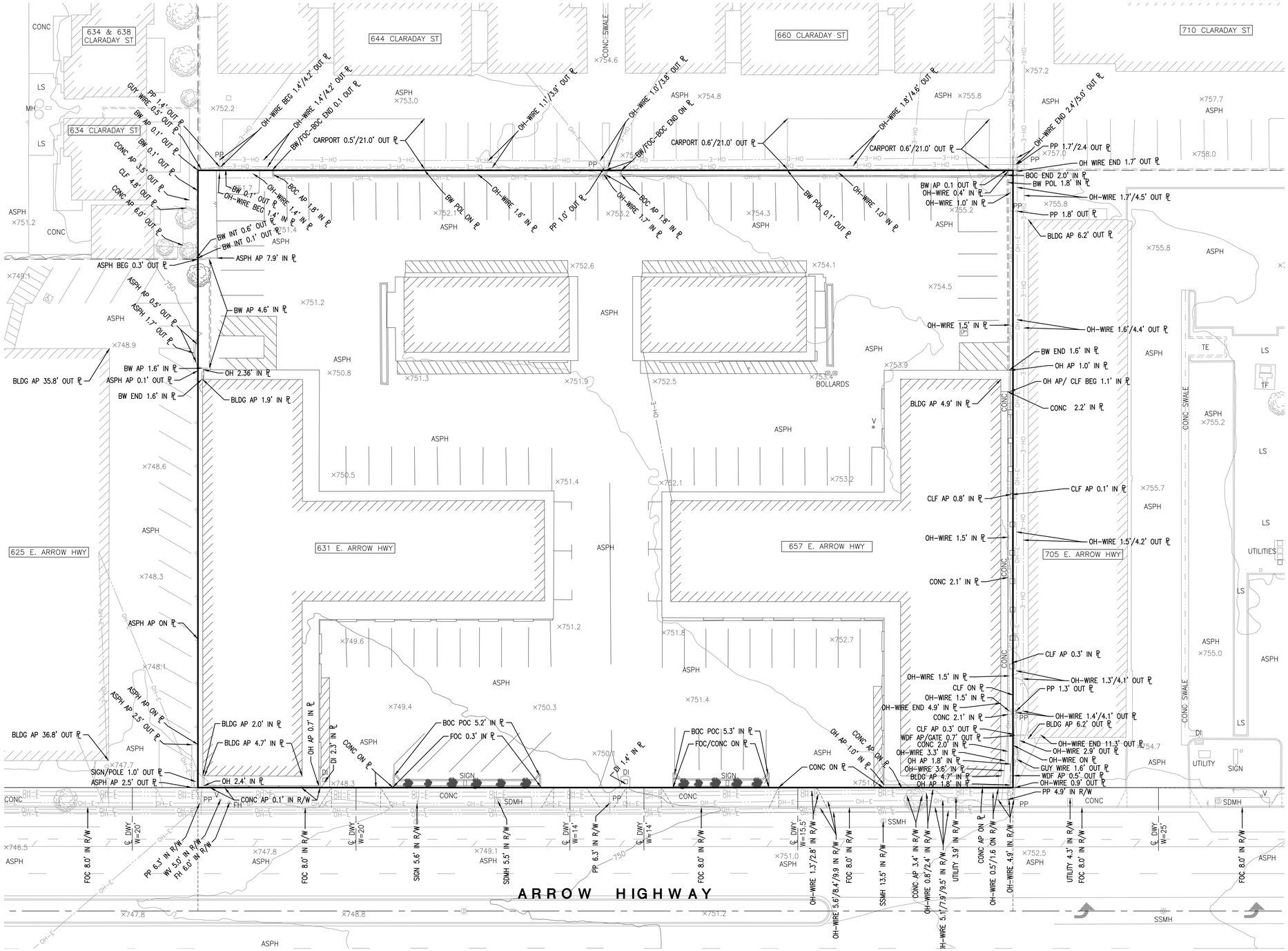
ENGINEER'S STATEMENT:

THIS VESTING TENTATIVE MAP WAS PREPARED BY ME, OR UNDER MY DIRECTION ON JANUARY 21, 2025.

DANE P. MCDOUGALL, R.C.E. 80705

PREPARED BY:	PREPARED FOR:		
REGISTERED PROFESSIONAL ENGINEER DANE P. MCDOUGALL C 80705 CIVIL STATE OF CALIFORNIA C&V CONSULTING, INC. CIVIL ENGINEERING LAND PLANNING & SURVEYING 9830 IRVINE CENTER DRIVE IRVINE, CALIFORNIA 92618 (949) 916-3800 INFO@CVC-INC.NET WWW.CVC-INC.NET	MELIA HOMES 9860 IRVINE CENTER DRIVE IRVINE, CA 92618 (949) 759-4367	**CITY OF GLENDORA** DEPARTMENT OF COMMUNITY DEVELOPMENT **VESTING TENTATIVE TRACT MAP NO. 84607** **VESTING TENTATIVE TRACT MAP** 631 & 657 E. ARROW HIGHWAY GLENDORA, CALIFORNIA 91740	PROJECT NO. MELA-014 SHEET 1 OF 6

P:\MELA-014\DWG\SHEETS\VTM\VTM-01-TM.DWG
PLAN SET: PSD2
DATE: 1/21/2025
BY: MICHAEL REYES



LEGEND:

AP	ANGLE POINT
ASPH	ASPHALT PAVEMENT
BC	BUILDING CORNER
BEG	BEGIN
BO	BLOW-OFF VALVE
BLDG	BUILDING
BW	BLOCK WALL
CB	CATCH BASIN
CF	CURB FACE
CLF	CHAIN LINK FENCE
CMF	CORRUGATED METAL FENCE
CO	CLEANOUT
CONC	CONCRETE PAVEMENT
DCDA	DOUBLE CHECK DETECTOR ASSEMBLY
DI	DRAIN INLET
DW	DOMESTIC WATER
DWY	DRIVEWAY
ELEC	ELECTRIC
ESMT	EASEMENT
EX	EXISTING
FDC	FIRE DEPARTMENT CONNECTION
FF	FINISHED FLOOR
FG	FINISHED GROUND
FH	FIRE HYDRANT
FL	FLOWLINE
FS	FINISHED SURFACE
FW	FIRE WATER
GB	GRADE BREAK
GM	GAS METER
HL	HOUSE LATERAL
HP	HIGH POINT
Hr	HEIGHT RETAINING
INV	INVERT ELEVATION
IRR	IRRIGATION
JT	JOINT TRENCH
LP	LOW POINT
LS	LANDSCAPING
MH	MANHOLE
OH	OVERHEAD LINES
PAD	PAD ELEVATION
PB	PULL BOX
PC	PILASTER CORNER
PED	PEDESTAL
PIV	POST INDICATOR VALVE
PKWY	PARKWAY
POC	POINT OF CONNECTION
PP	POWER POLE
PROP	PROPOSED
PUB	PUBLIC
P/L	PROPERTY LINE
RCP	REINFORCED CONCRETE PIPE
RET	RETAINING
RIM	RIM ELEVATION
ROW	RIGHT-OF-WAY
RPPA	REDUCED PRESSURE PRINCIPAL ASSEMBLY
S	SLOPE
SD	STORM DRAIN
SFH	SINGLE-FAMILY HOME
SRV	SERVICE
SSMH	SANITARY SEWER MANHOLE
SS	SANITARY SEWER
STLT	STREET LIGHT
SWLK	SIDEWALK
TC	TOP OF CURB
TE	TRASH ENCLOSURE
TEMP	TEMPORARY
TF	TRANSFORMER
TS	TRAFFIC SIGNAL
TYP	TYPICAL
UGCV	UNDERGROUND CHECK VALVE
V	VALVE
WF	WOOD FENCE
WL	WALL
WM	WATER METER
IN P/L	INSIDE OF PROPERTY LINE
OUT P/L	OUTSIDE OF PROPERTY LINE
IN ROW	INSIDE OF ROW (OFF SITE)
OUT ROW	OUTSIDE OF ROW (ON SITE)
N/F	NORTH FACE
S/F	SOUTH FACE
E/F	EAST FACE
W/F	WEST FACE

SYMBOLS:

○ BO	BLOW-OFF VALVE
□ DI	DRAIN INLET
FH	FIRE HYDRANT
	LIGHT STANDARD
Ⓟ	STORM DRAIN MANHOLE
Ⓢ	SANITARY SEWER MANHOLE
	SIGN POST
GM	GAS METER
WM	WATER METER
⊗ V	UTILITY VALVE
	UTILITY/POWER POLE
	BLOCK/RETAINING SCREEN WALL
	BLOCK/RETAINING LOW WALL
	PLANTER/DECORATIVE WALL
OH-E	OVERHEAD WIRE
	EDGE OF ASPHALT PAVEMENT
	WOOD/WROUGHT IRON FENCE
X	CHAIN LINK FENCE
	DIRECTION OF FLOW
93	MINOR CONTOUR (1' INTERVAL)
100	MAJOR CONTOUR (5' INTERVAL)
×91.5	SPOT ELEVATION

BUILDING OVERHANG NOTE:

ALL BUILDING LINES SHOWN HEREON ARE REFLECTIVE OF THE BUILDING ROOF LINES AND OVERHANGS AS OBSERVED FROM AERIAL PHOTOGRAMMETRY AND MAY NOT REPRESENT A BUILDING LOCATION AT GROUND LEVEL.

NOTE: THERE ARE NO EXISTING ONSITE TREES IN THE PROJECT AREA

1" = 20'

0 10 20 40

PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER — DANIEL P. MCDOUGALL — C 80705 — CIVIL — STATE OF CALIFORNIA

C&V CONSULTING, INC.
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PREPARED FOR:

MELIA HOMES

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CITY OF GLENDORA
DEPARTMENT OF COMMUNITY DEVELOPMENT

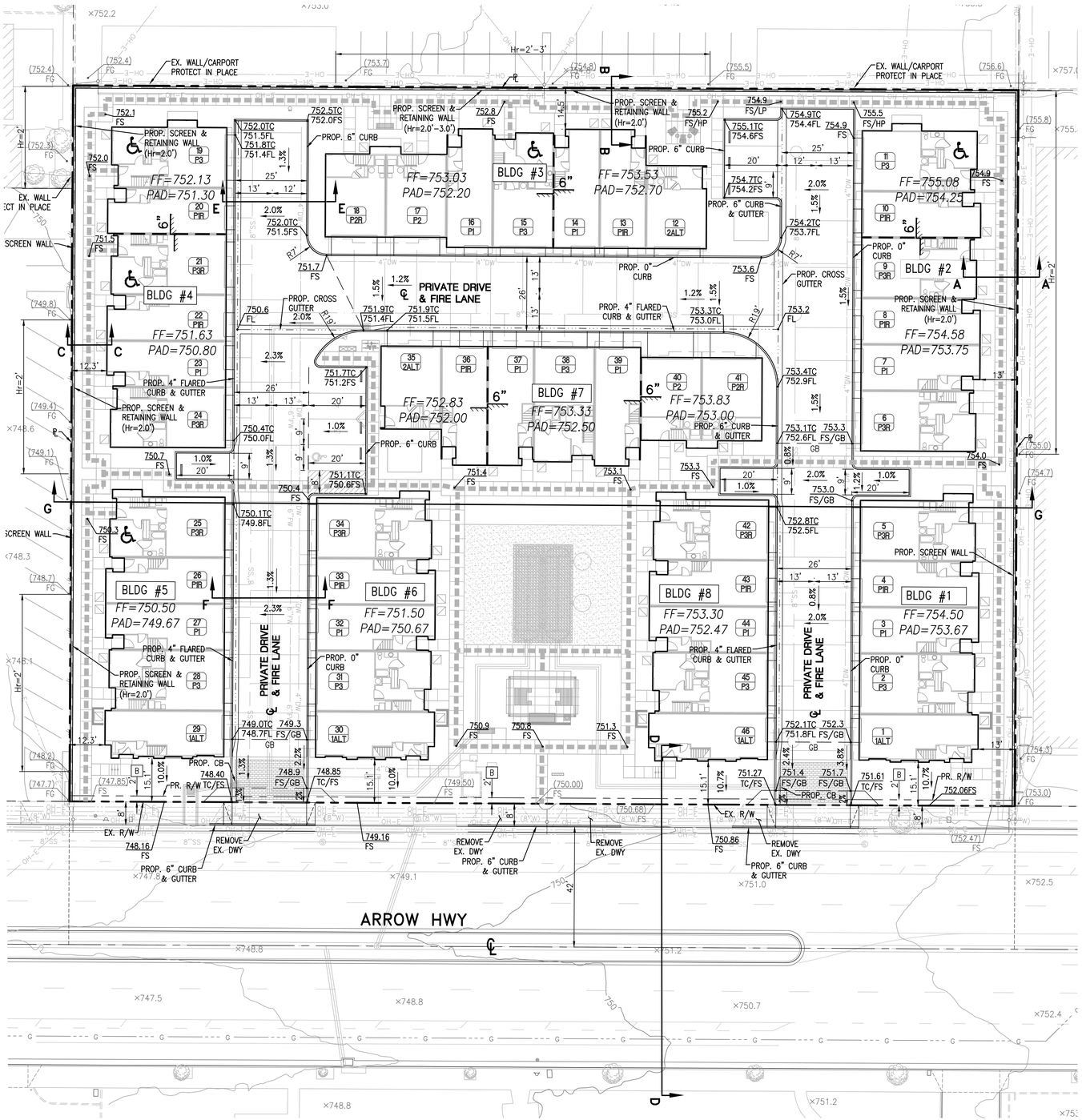
VESTING TENTATIVE TRACT MAP NO. 84607
EXISTING SITE PLAN
631 & 657 E. ARROW HIGHWAY
GLENDORA, CALIFORNIA 91740

PROJECT NO. MELA-014

SHEET 2 OF 6

PLAN SET: PDSD
DATE: 1/27/2025

P:\MELIA-GLEN\SHEETS\TVTM-PE-SD-2SP.DWG
BY: MICHAEL RIOS



PROPOSED EASEMENTS:

[B] INDICATES AN EASEMENT (2 FEET WIDE) FOR FUTURE PUBLIC SIDEWALK AND UTILITY PURPOSES

1" = 20'

0 10 20 40

PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER — JAIME P. MCDOUGALL — C 80705 — CIVIL — STATE OF CALIFORNIA

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CITY OF GLENDORA
DEPARTMENT OF COMMUNITY DEVELOPMENT

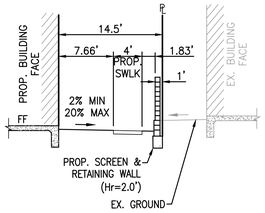
VESTING TENTATIVE TRACT MAP NO. 84607
PRELIMINARY GRADING PLAN
631 & 657 E. ARROW HIGHWAY
GLENDORA, CALIFORNIA 91740

PROJECT NO. MELA-014

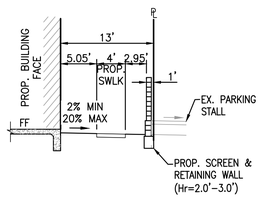
SHEET 3 OF 6

PLAN SET: PSD2
DATE: 1/21/2025

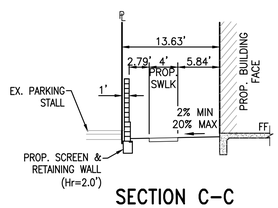
P:\MELIA-014\DWG\SHEETS\VTM\VTM-PDS-03-GRADING
BY: MICHAEL REYES



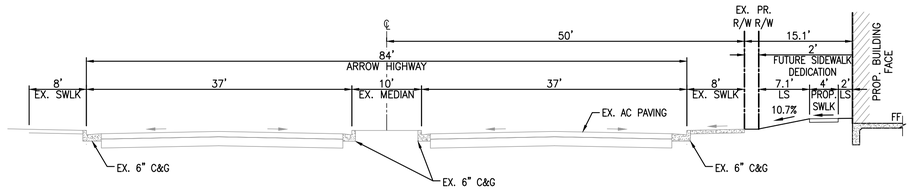
SECTION A–A
EASTERN BOUNDARY
N.T.S.



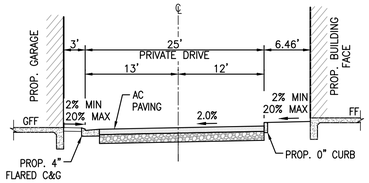
SECTION B–B
NORTHERN BOUNDARY
N.T.S.



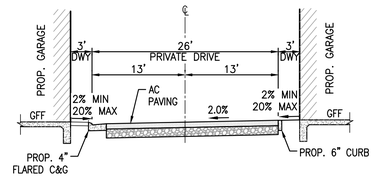
SECTION C–C
WESTERN BOUNDARY
N.T.S.



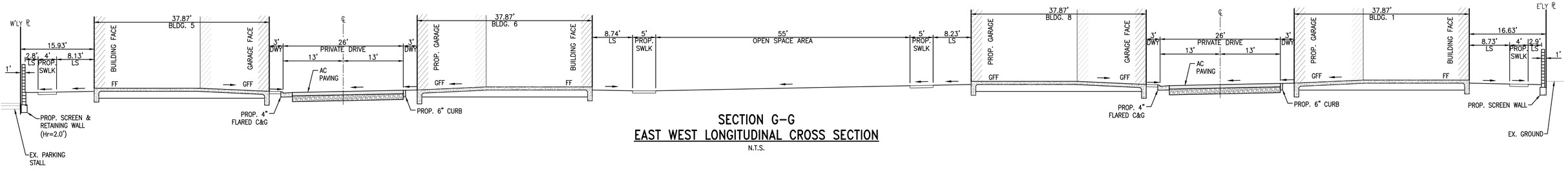
SECTION D–D
SOUTHERN BOUNDARY
ARROW HIGHWAY
N.T.S.



SECTION E–E
25' PRIVATE DRIVE
N.T.S.



SECTION F–F
26' PRIVATE DRIVE
N.T.S.



SECTION G–G
EAST WEST LONGITUDINAL CROSS SECTION
N.T.S.

PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER
DANE P. MCDOUGALL
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CIVIL
STATE OF CALIFORNIA

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PREPARED FOR:

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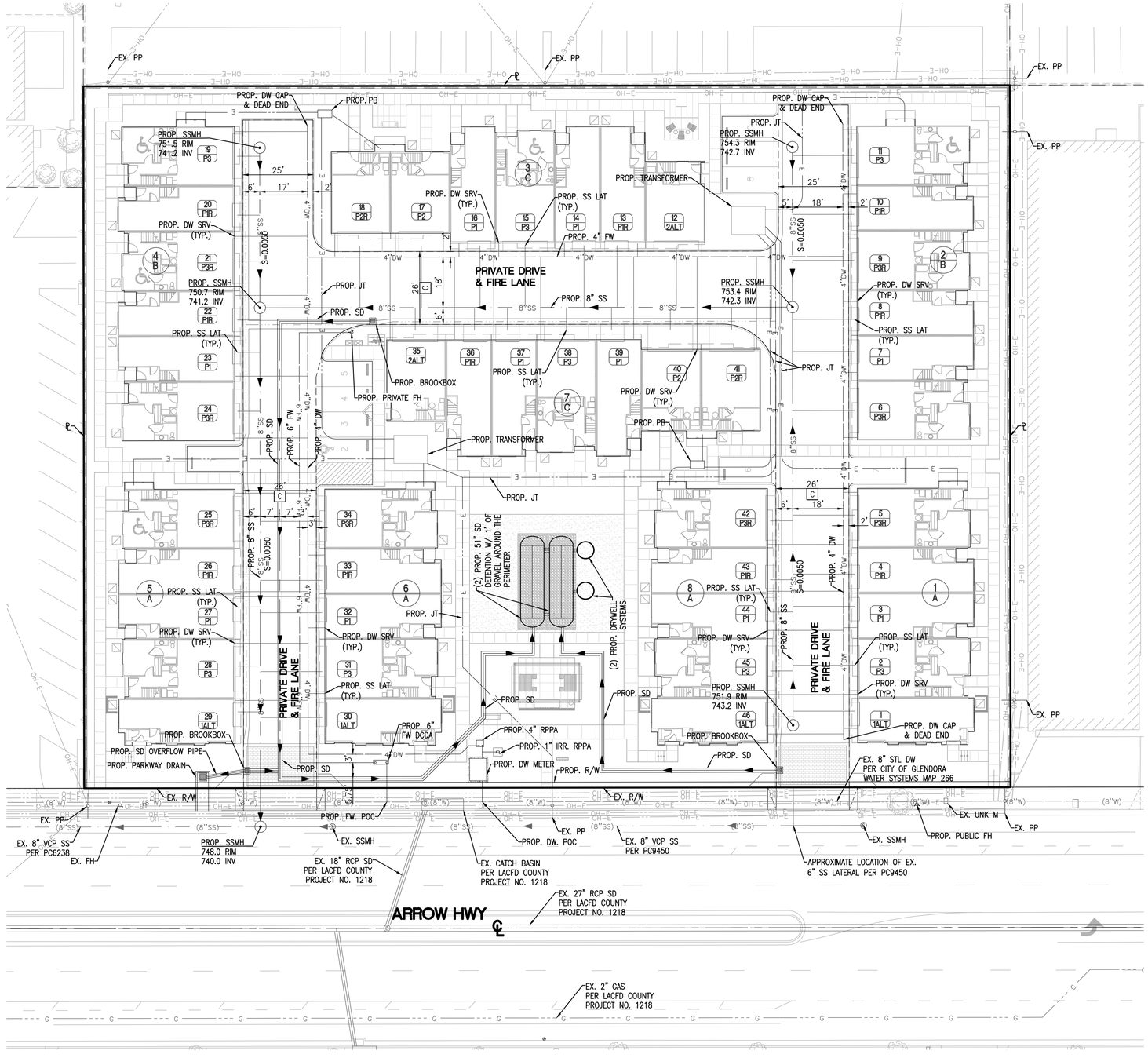
CITY OF GLENDORA
DEPARTMENT OF COMMUNITY DEVELOPMENT

VESTING TENTATIVE TRACT MAP NO. 84607
SECTIONS
631 & 657 E. ARROW HIGHWAY
GLENDORA, CALIFORNIA 91740

PROJECT NO.
MELA-014

SHEET
4
OF
6

PLAN SET: PSD2
DATE: 1/21/2025



PROPOSED EASEMENTS:

C INDICATES AN EASEMENT FOR PUBLIC SEWER PURPOSES DEDICATED TO THE CITY OF GLENDORA

EXISTING UNDERGROUND UTILITIES:

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR CONDUITS SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN AND ANY OTHER LINES NOT OF NOT RECORD OR NOT SHOWN ON THESE DRAWINGS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF THE UTILITIES CONCERNED BEFORE STARTING WORK. CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UNDERGROUND UTILITY PIPES OR CONDUITS SHOWN OR NOT SHOWN ON THESE DRAWINGS.

CONTRACTOR TO IDENTIFY ALL EXISTING UTILITY CONNECTIONS AND LATERALS TO BUILDINGS AND REMOVE THEM BACK TO THE PROPERTY LINE. COORDINATE WITH UTILITY PROVIDERS. CONTRACTOR SHALL MARK THE LOCATIONS OF ALL EXISTING UTILITY STUBS ON THE CURB. ON SEWER STUBS, INDICATE THE DEPTH FROM TOP OF CURB. EXISTING PERIMETER CURBS AND SIDEWALKS ARE TO BE PROTECTED IN PLACE.

PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER DANE P. MCDOUGALL C 80705 CIVIL STATE OF CALIFORNIA

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PREPARED FOR:

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CITY OF GLENDORA
DEPARTMENT OF COMMUNITY DEVELOPMENT

VESTING TENTATIVE TRACT MAP NO. 84607
PRELIMINARY UTILITY PLAN
631 & 657 E. ARROW HIGHWAY
GLENDORA, CALIFORNIA 91740

PROJECT NO. MELA-014
SHEET 5 OF 6

PLAN SET: PS02
DATE: 1/21/2025

PROJECT GENERAL NOTES:

1. ALL FIRE ACCESS LANES MEET LACoFD MINIMUM REQUIREMENTS 19' & 45' RADII.
2. THIS PROJECT DOES NOT HAVE ANY FUEL MODIFICATION OR WILD LAND EXPOSURES AND IS NOT IN A VERY HIGH FIRE HAZARD ZONE.
3. THIS PROJECT IS DESIGNED IN CONFORMANCE WITH THE CBC, 2022 EDITION.
4. ALL FIRE ACCESS ROADS SHALL BE ALL WEATHER, MEET THE CRITERIA OF AN ALL WEATHER DRIVING SURFACE AND COMPLY WITH LACoFD GUIDELINE FOR FIRE APPARATUS ROADS.
5. THE BUILDING HEIGHTS ARE APPROXIMATELY 39'-6" FEET MAX.
6. ALL BUILDINGS ON THE SITE WILL BE SPRINKLERED PER NFPA 13D.
7. APPROVEED BUILDING ADDRESS NUMBERS, BUILDING NUMBERS OR APPROVED BUILDING IDENTIFICATION SHALL BE PROVIDED AND MAINTAINED SO AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET FRONTING THE PROPERTY. THE NUMBERS SHALL CONTRAST WITH THEIR BACKGROUND, BE ARABIC NUMBERS OR ALPHABET LETTERS, AND BE A MINIMUM OF 4 INCHES HIGH AND A MINIMUM STROKE WIDTH OF 0.5 INCH. FIRE CODE 505.1
8. A KEY BOX SHALL BE PROVIDED AT THE MAIN ENTRANCE, IN ACCORDANCE WITH FIRE CODE 902.4, AND AS SET FORTH IN FIRE DEPARTMENT REGULATION 5.
9. THE REQUIRED FIRE FLOW FOR THE FIRE HYDRANTS AT THIS LOCATION IS 2,500 GALLONS PER MINUTE, AT 20 PSI RESIDUAL PRESSURE, FOR A DURATION OF 2 HOURS OVER AND ABOVE MAXIMUM DAILY DOMESTIC DEMAND. FIRE CODE 507.3 AND APPENDIX B105.1 APPENDIX B.
10. ALL FIRE HYDRANTS SHALL MEASURE 6"X4"X2-1/12", BRASS OR BRONZE, CONFORMING TO AMERICAN WATER WORKS ASSOCIATION STANDARD C503, OR APPROVED EQUAL; AND SHALL BE INSTALLED IN COMPLIANCE WITH FIRE DEPARTMENT REGULATION 8. FIRE CODE 903.2.1
11. ALL ON-SITE FIRE HYDRANTS SHALL BE INSTALLED, TESTED AND APPROVED PRIOR TO BUILDING OCCUPANCY. FIRE CODE 1001.4
12. THE INSPECTION, HYDROSTATIC TEST AND FLUSHING OF THE UNDERGROUND FIRE PROTECTION PIPING SHALL BE WITNESSED BY AN AUTHORIZED FIRE DEPARTMENT REPRESENTATIVE AND NO UNDERGROUND PIPING OR THRUST BLOCKS SHALL BE COVERED WITH EARTH OR HIDDEN FROM VIEW UNTIL THE FIRE DEPARTMENT REPRESENTATIVE HAS BEEN NOTIFIED AND GIVEN NOT LESS THAN 48 HOURS IN WHICH TO INSPECT SUCH INSTALLATIONS. FIRE CODE 1001.4

FIRE ACCESS PLAN NOTES:

1. FIRE DEPARTMENT VEHICULAR ACCESS ROADS MUST BE INSTALLED AND MAINTAINED IN A SERVICEABLE MANNER PRIOR TO AND DURING THE TIME OF CONSTRUCTION. FIRE CODE 501.4.
2. PROVIDE APPROVED SIGNS OR OTHER APPROVED NOTICES OR MARKINGS THAT INCLUDE THE WORDS "NO PARKING – FIRE LANE". SIGNS SHALL HAVE A MINIMUM DIMENSION OF 12 INCHES WIDE BY 18 INCHES HIGH AND HAVE RED LETTERS ON A WHITE REFLECTIVE BACKGROUND. SIGNS SHALL BE PROVIDED FOR FIRE APPARATUS ACCESS ROADS, TO CLEARLY INDICATE THE ENTRANCE TO SUCH ROAD, OR PROHIBIT THE OBSTRUCTION THEREOF AND AT INTERVALS, AS REQUIRED BY THE FIRE INSPECTOR.
3. WHEN SECURITY GATES ARE PROVIDED, MAINTAIN A MINIMUM ACCESS WIDTH OF 26 FEET. THE SECURITY GATE SHALL BE PROVIDED WITH AN APPROVED MEANS OF EMERGENCY OPERATION, AND SHALL BE MAINTAINED OPERATIONAL AT ALL TIMES AND REPLACED OR REPAIRED WHEN DEFECTIVE. ELECTRIC GATE OPERATORS, WHERE PROVIDED, SHALL BE LISTED IN ACCORDANCE WITH UL 325. GATES INTENDED FOR AUTOMATIC OPERATION SHALL BE DESIGNED, CONSTRUCTED AND INSTALLED TO COMPLY WITH THE REQUIREMENTS OF ASTM F220. GATES SHALL BE SWINGING OR SLIDING TYPE. CONSTRUCTION OF GATES SHALL BE OF MATERIALS THAT ALLOW MANUAL OPERATION BY ONE PERSON. FIRE CODE 503.6. (NO ENTRY GATE PROPOSED ON THIS PROJECT.)
4. ALL FIRE HYDRANTS SHALL MEASURE 6"X4"X2-1/12", BRASS OR BRONZE, CONFORMING TO AMERICAN WATER WORKS ASSOCIATION STANDARD C503, OR APPROVED EQUAL; AND SHALL BE INSTALLED IN COMPLIANCE WITH THE COUNTY OF LOS ANGELES FIRE DEPARTMENT REGULATION 8. FIRE CODE 903.2.1.
5. PROVIDE AN AUTOMATIC FIRE SPRINKLER SYSTEM AS SET FORTH BY BUILDING CODE 903 AND FIRE CODE 903. PLANS SHALL BE SUBMITTED TO THE SPRINKLER PLAN CHECK UNIT FOR REVIEW AND APPROVAL PRIOR TO INSTALLATION. TYPE OF FIRE SPRINKLER SYSTEM: 903.3.1.3.
6. DUMPSTERS AND CONTAINERS WITH AN INDIVIDUAL CAPACITY OF 1.5 CUBIC YARDS OR MORE SHALL NOT BE STORED IN BUILDINGS OR PLACED WITHIN 5 FEET OF COMBUSTIBLE WALLS, OPENINGS OR COMBUSTIBLE ROOF EAVES, UNLESS AREAS CONTAINING DUMPSTERS OR CONTAINERS ARE PROTECTED BY AN APPROVED AUTOMATIC FIRE SPRINKLER SYSTEM. FIRE CODE 304.3.3.
7. FIRE APPARATUS ACCESS ROADS SHALL BE IDENTIFIED WITH APPROVED SIGNS. TEMPORARY SIGNS SHALL BE INSTALLED AT EACH STREET INTERSECTION WHEN CONSTRUCTION OF NEW ROADWAYS ALLOWS PASSAGE BY VEHICLES. SIGNS SHALL BE OF AN APPROVED SIZE, WEATHER RESISTANT AND BE MAINTAINED UNTIL REPLACED BY PERMANENT SIGNS. FIRE CODE 505.2.

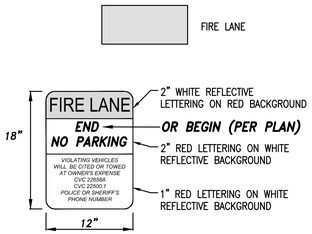
CONSTRUCTION NOTES:

1. INSTALL "FIRE LANE" SIGN PER DETAIL 1 HEREON.
2. FIRE LANE IDENTIFICATION–RED CURBS PER DETAIL 2 HEREON.
3. INSTALL "FIRE LANE" SIGN BEGIN OR END PER DETAIL 3 HEREON.
4. PROPOSED PRIVATE FIRE HYDRANT LOCATION
5. PROPOSED PUBLIC FIRE HYDRANT LOCATION

LEGEND

- EXISTING STREET LIGHT
- PROPOSED FIRE HYDRANT
- EXISTING FIRE HYDRANT
- PROPOSED SIGN
- HOSE PULL
- PROPERTY LINE
- FIRE TRUCK
- FIRE LANE
- UNIT NUMBER
- PLAN TYPE

FH	FIRE HYDRANT
PROP.	PROPOSED
EX.	EXISTING
℄	PROPERTY LINE
R/W	RIGHT OF WAY



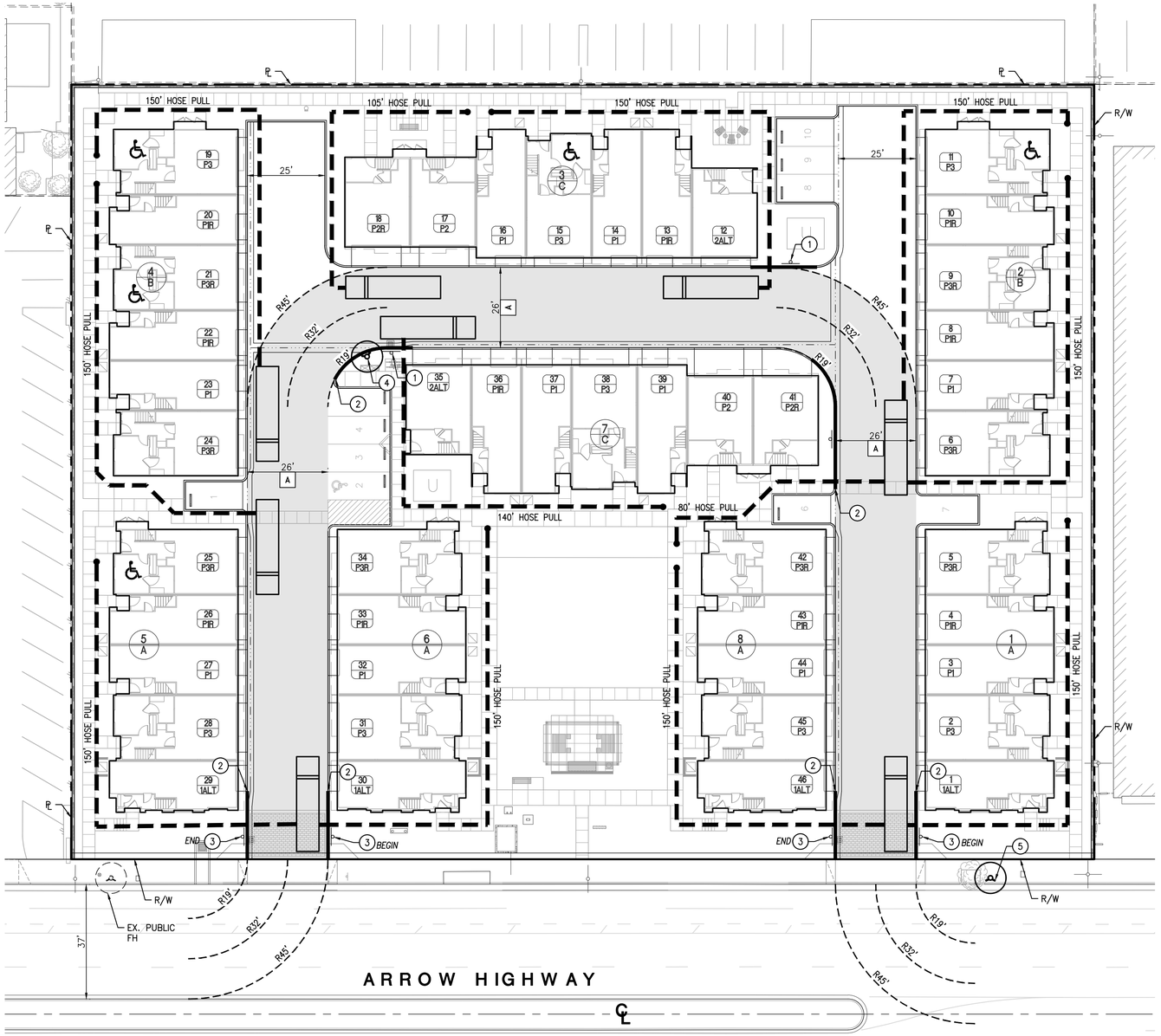
ALL SIGN AND LETTERING DIMENSIONS ARE MINIMUMS.

SIGNS SHALL BE SECURELY MOUNTED FACING THE DIRECTION OF TRAVEL AND CLEARLY VISIBLE TO ONCOMING TRAFFIC ENTERING THE DESIGNATED AREA. SIGNS SHALL BE MADE OF DURABLE MATERIAL.

③ **BEGIN & END NO PARKING SIGN**

PROPOSED EASEMENTS:

[A] INDICATES AN EASEMENT FOR INGRESS AND EGRESS FOR EMERGENCY AND PUBLIC SECURITY VEHICLE PURPOSES DEDICATED TO THE CITY OF GLENDORA

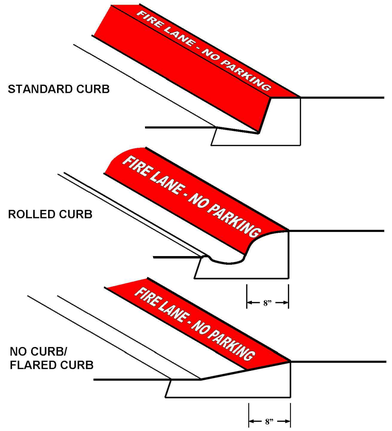


1" = 20'

0 10 20 40

ATTACHMENT 9

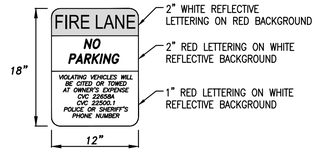
Fire Lane Identification – Red Curbs



1. Fire lane entrance sign(s) shall also be provided per Attachment 10 or 11.
2. Curbs shall be painted OSHA safety red.
3. "FIRE LANE – NO PARKING" shall be painted on top of curb in 3" white lettering at a spacing of 30' on center or portion thereof.

1. CURBS SHALL BE PAINTED RED
2. "FIRE LANE – NO PARKING" SHALL BE PAINTED ON TOP OF CURB IN 3' WHITE LETTERING AT A SPACING OF 30' ON CENTER OR PORTION THEREOF.

② **RED CURB PAVEMENT MARKING**
NOT TO SCALE



ALL SIGN AND LETTERING DIMENSIONS ARE MINIMUMS.

SIGNS SHALL BE SECURELY MOUNTED FACING THE DIRECTION OF TRAVEL AND CLEARLY VISIBLE TO ONCOMING TRAFFIC ENTERING THE DESIGNATED AREA. SIGNS SHALL BE MADE OF DURABLE MATERIAL.

① **NO PARKING SIGN**

PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER DANIEL P. MCDOUGALL C 80705 CIVIL STATE OF CALIFORNIA

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PREPARED FOR:

MELIA HOMES

MELIA HOMES
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CITY OF GLENDORA
DEPARTMENT OF COMMUNITY DEVELOPMENT

VESTING TENTATIVE TRACT MAP NO. 84607
PRELIMINARY FIRE ACCESS & HYDRANT PLAN
631 & 657 E. ARROW HIGHWAY
GLENDORA, CALIFORNIA 91740

PROJECT NO. MELA-014

SHEET 6 OF 6

PLAN SET: P2S2
DATE: 1/27/2025

P:\MELIA-014\DWG\SHEETS\VTM-PHS-S2-FA.DWG
BY: MICHAEL ROTES

NOTICE OF PUBLIC HEARING
City Council

NOTICE IS HEREBY GIVEN that the City Council of the City of Glendora will hold a public hearing pursuant to §21.01.030 (E) and §21.02.020, of the Glendora Municipal Code in the City Council Chamber of City Hall, 116 E. Foothill Boulevard, Glendora, California, to receive and consider all evidence and reports relating to the following application/project:

Hearing Date:	**Tuesday, June 10, 2025, at 7:00 p.m.**
File Number:	PLN24-0032
Subject Property:	631–657 E. Arrow Highway, Glendora, CA 91740
Request:	Development Plan Review (DPR) and Vesting Tentative Tract Map (VTTM) to develop 46 three-story residential townhomes.
Applicant:	Melia Homes Inc.
General Plan Land Use / Zoning:	*Arrow Highway Specific Plan / Arrow Highway Specific Plan – Commercial Core Mixed-Use (AHSP MU-CC)*
Environmental:	An Environmental Impact Report (EIR) was prepared for the Arrow Highway Specific Plan (AHSP) [*State Clearinghouse #2017041043]* and adopted by the Glendora City Council on September 25, 2018. This EIR included the full analysis for future construction of up to 739 residential units at realistic buildout within Glendora's portion of the Arrow Highway corridor. The AHSP's EIR is applicable to all future residential development plans if they are in conformance with the specific plan, thus requiring no further environmental documentation. Therefore, if the subject proposal for 46 residential townhomes is approved with a determination that it follows the specific plan's intent, no further environmental review is necessary. As such a CEQA Notice of Exemption (NOE) has been prepared for this project, which if approved will be submitted as the project's CEQA compliance.
Contact Person:	Yalini Siva, Senior Planner (626) 914-8213 or *ysiva@cityofglendora.gov*

All interested parties are invited to attend said hearing and express their views on this matter. Should you be unable to attend the public hearing, your testimony must be made in writing and delivered prior to the scheduled hearing date as follows: City Clerk Department, 116 E. Foothill Blvd, Glendora, CA, 91741, City_Clerk@cityofglendora.gov.

Further information on this item will be posted to the city's website at *CityofGlendora.gov/citymeetings* and will be on file for public inspection and copying for the cost of duplication, at the office of the City Clerk, 116 E. Foothill Blvd, Glendora, CA, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, exclusive of holidays, within those hours for agenda posting and public inspection as required by the Ralph M. Brown Act, California Government Code § 54950 et seq. as applicable to this meeting.

Further Information on the above application may be obtained or viewed at the Community Development Department Planning Division, located at 116 E. Foothill Blvd, Glendora, CA, 91741 or by telephone at (626) 914-8214.

If you challenge this action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

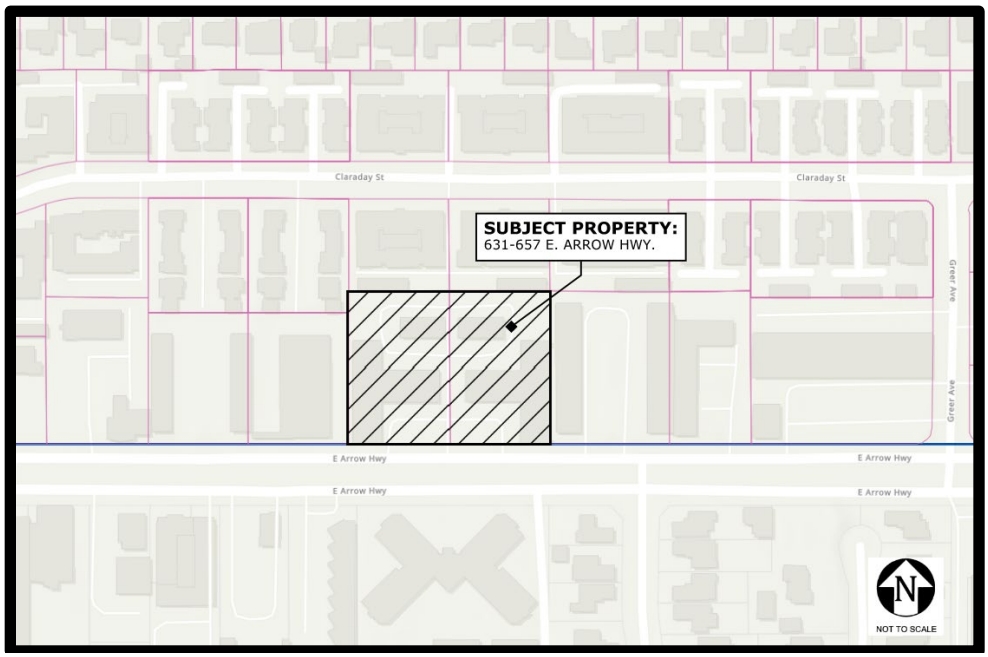
Kathleen R. Sessman, MMC
City Clerk

Mailed: May 29, 2025
Published: May 29, 2025 (*San Gabriel Valley Examiner*)

CERTIFICATION

I, hereby certify that I posted a copy of this Notice on the bulletin board outside the City Hall Council Chamber, 116 E. Foothill Boulevard on May 29, 2025.

Kathleen R. Sessman, MMC
City Clerk



DEVELOPMENT PLAN REVIEW AND TENTATIVE TRACT MAP 631-657 E. ARROW HIGHWAY

COMMUNITY DEVELOPMENT

CITY COUNCIL

JUNE 10, 2025

YALINI SIVA, SENIOR PLANNER

PROJECT / REQUEST

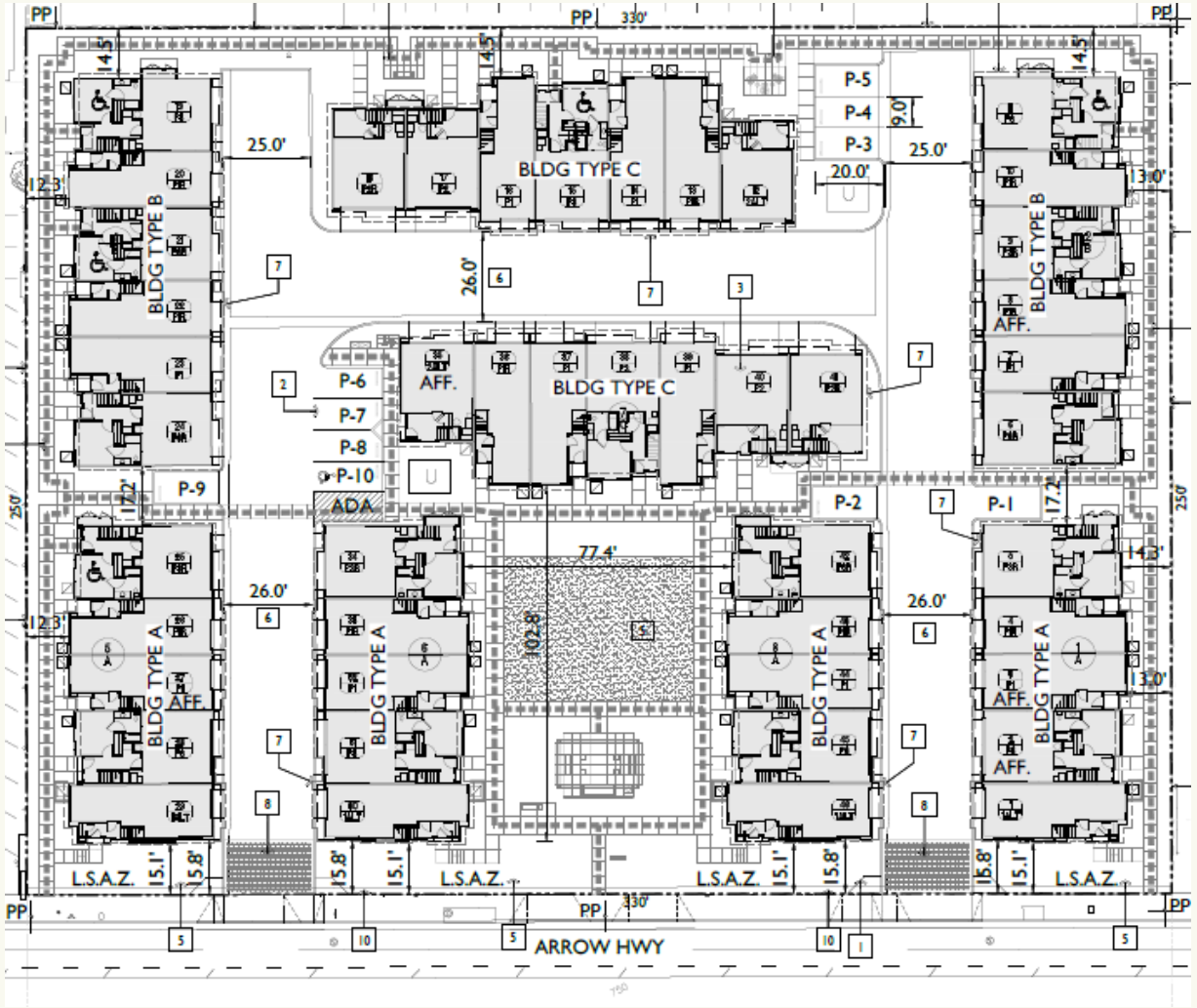
- Tentative Tract Map No. 84607 to subdivide land to create 46 residential condominium townhomes.
- Development Plan Review for approval of the project's development plans.
- CEQA Notice of Categorical Exemption.

PROJECT LOCATION

LOWER INCOME HOUSING DEVELOPMENT

- Five of the 46 homes will be available for purchase to moderate income qualified buyers. State law allows developers to request concessions, waivers and incentives.
  - Reduced parking, pursuant to Govt State Code 65915(p)(1)
  - Reduced open space
  - Reduced first-floor plate height
  - Stuccoing instead of window glazing
  - Additional vehicular access point

SITE PLAN


PP
330'
14.5'
25.0'
BLDG TYPE C
P-5
P-4
P-3
9.0'
20.0'
25.0'
12.3'
BLDG TYPE B
26.0'
AFF.
P-6
P-7
P-8
P-10
ADA
P-9
17.2'
P-2
P-1
250'
77.4'
102.8'
26.0'
BLDG TYPE A
L.S.A.Z.
15.1'
15.8'
ARROW HWY

LANDSCAPE PLAN

ELEVATIONS

REAR ELEVATION

LEFT ELEVATION

STREET VIEW RENDERING

PUBLIC NOTICE

- May 29, 2025 – Notices were sent out to all property owners within 300 feet of the site per GMC.
- May 29, 2025 – Notice was published in the San Gabriel Valley Examiner.

RECOMMENDATIONS

That the City Council:

1. Approval for Tentative Tract Map No. 84607 and Development Plan Review for a three-story multi-family residential project of 46 townhomes on certain property located at 631-657 E. Arrow Highway, Glendora, California (Project No. PLN24-0032). The project meets necessary requirements, will provide needed housing units to the City, and help revitalize the Arrow Highway Corridor.

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Finance**	**DISTRICT(S):**	**Citywide**

SUBJECT: **Public Hearing to Consider a Resolution Establishing and Amending the Master Schedule of Fees for Service for the Fiscal Year 2025-26**

RECOMMENDATION

That the City Council:

1. Adopt a City Council Resolution entitled, “A RESOLUTION ESTABLISHING THE MASTER SCHEDULE OF FEES FOR SERVICE AND AMENDING CITYWIDE FEES FOR COST OF SERVICE FOR FISCAL YEAR 2025-26"

STRATEGIC FOCUS AREAS

Goal 2: Maintain Financial Stability and Sustainability (MFSS)

EXECUTIVE SUMMARY

The California Government Code allows cities to recover all or a portion of the cost of providing exchange-based services through the application of fees. Periodic publication of a revised Master Schedule of Fees (Fee Schedule) is recommended to 1) maintain appropriate recovery ratios of service costs; 2) add or delete fees for service; and/or 3) incorporate pre-existing fees or charges that should be included in the Published Master Fee Schedule. In Glendora, the Council adopts the Master Schedule of Fees for Service annually.

Whenever new fees are added or an existing fee is changed, the fees are calculated or adjusted according to the following guidelines:

- Full recovery of third party costs;
- Fully-allocated employee personnel costs; and
- Use of cost-recovery ratios previously established.

The City is currently conducting a City-wide formal Fee Study. This entails a full review and costing of all fees and charges (excluding Water) to ensure that the City is appropriately recovering costs to provide continued services to the community. The findings of the Fee Study will be presented to the Council for consideration in September 2025.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The City of Glendora City Council adopts the Master Schedule of Fees for Service annually. Throughout the year, Council also approved fees through resolutions and ordinance changes that have 1) deleted outdated fees; 2) added new fees for service; and/or 3) increased existing fees for services commensurate with increased costs of providing the service.

DISCUSSION

The Fee Schedule is a compilation of fees adopted by the City Council by resolution or by ordinance. The Proposed Fee Schedule has been updated to include:

- Fees adopted by ordinance or resolution since July 2024.
- Fees adopted by the City, but established by other agencies, such as the International Code Council (building permits).
- Fees collected by the City but imposed by the State or other levels of government.

The Fee Schedule was reviewed by the City Departments to evaluate if a new fee should be considered or whether an existing fee should be updated or eliminated. Attached is a list of the fees recommended to be updated or established.

Attachment A provides the details of each change made to the fee schedule since it was last adopted in July 2024. Within the Proposed Fee Schedule document (Attachment C), changed fees are highlighted in yellow so they can be easily identified within the document. Once approved, the final adopted Fee Schedule will be available without the highlights to the various departments along with posting it to the City website.

As the City must respond to fees changed or imposed at other levels of government, the following wording is included in the Resolution: “The fees set pursuant to this resolution shall be automatically increased to include any fees mandated by Federal, State or County regulations.”

FISCAL IMPACT

Adjusted Fees and Charges are used to estimate revenues for the Operating and Capital Improvement Budget. Therefore, it is imperative that fees and charges are reviewed on a regular basis to ensure appropriate cost recovery to ensure ongoing services to the community. Proposition 26, passed in 2010, ensures that charges for direct services, products, benefits, or privileges cannot exceed the reasonable cost of providing the service.

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	Desiree Valdivia, Office Coordinator
Concurs With	Not Applicable
Reviewed By	Marie Ricci, Deputy City Manager
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Summary of Changes to Master Schedule of Fees FY26
B. Master Fee Resolution
C. Master Schedule of Fees for Service FY26
D. Public Hearing Notice
E. Presentation

Attachments

A. Summary of Changes to Master Schedule of Fees FY26.pdf

B. Master Fee Resolution.pdf

C. Master Schedule of Fees for Service FY26.pdf

D. Public Hearing Notice.pdf

E. Presentation.pdf

ITEM NO.	SERVICE	CURRENT	CHANGE	REASON
ADMINISTRATION				
AD-15 Passport Services – Additional Services and Fees				
AD-15	Passport Photo	"Passport Photo"	"Passport Photo – printed or digital copy"	Update language
RECREATION & HUMAN SERVICES				
CS-3	Day Camp Program	$125 per child per week	$150-$175 per child per week depending on cost of services	Increase in cost of services related the day camp program
CS-14	Sanctioned Youth Sports	$10-$25 per player per organization	$10-$50 per player per field	MOU's with the organizations have been agreed upon and some leagues will be paying up to $50 instead of $25
Fees For Facilities Field Rentals Group 1: Sanctioned Glendora Youth Leagues / Official GUSD Programs or events Group 2: Educational and Nonprofit Groups Group 3: Resident Single Day Us Group 4: Resident Travel Group 5: Non-Resident Travel Group 6: Tournaments				
Pompei Turf Fields				
N/A	Field Rental	Group 1: no charge Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	Group 1: $0-$50* Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	*There are individual agreements in place with each organization
Finkbiner Park Fields				
N/A	Field Rental	Group 1: no charge Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	Group 1: $0-$50* Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	*There are individual agreements in place with each organization
Glendora Unified Fields				
N/A	Field Rental	Group 1: no charge Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	Group 1: $0-$50* Group 2: $30/hr. Group 3: $50/hr. Group 4: $100/hr. Group 5: $150/hr. Group 6: $200/hr.	*There are individual agreements in place with each organization
LIBRARY				
LB-1.6	Person-on-duty	$25/hr.	$25/hr. per person • Assessed for meetings beginning/ending after regular open hours or on	Updated procedures

ITEM NO.	SERVICE	CURRENT	CHANGE	REASON
			days library is closed. • Events of more than 75 require 2 persons-on-duty • If alcohol is being served, a second person-on-duty is required, regardless of party size. • An additional fee of $25/hr. per person-on-duty will be invoiced for any time spent after a scheduled event	
LB-1.8	LB-1.8	Microphone Fee	Microphone Fee use and basic staff assistance	Change in language
LB-1.8	LB-1.9	Video Equipment (VHS/DVD Players, TV Monitors, Screens, Laptops, Projectors)	Video Equipment use and basic staff assistance (VHS/DVD Players, TV Monitors, Screens, Laptops, Projectors)	Change in language
LB-5	Damaged Material	Minimum charge - $2.00 Maximum charge - Replacement cost of the item (plus processing fee)	Minimum charge - $1.00 Maximum charge - Replacement cost of the item (plus processing fee)	Decreasing charge
PLANNING & PUBLIC WORKS				
P-47	Tentative Parcel Map Review (Lot Split)	$4,006 per application	$4,006 per application plus technical review	Technical review by City's consulting surveyors should be added.
P-48	Tentative Parcel Map Review (Subdivision)	$5,286 + $192 per each land and/or air lot/unit	$5,286 + $192 per each land and/or air lot/unit plus technical review	Technical review by City's consulting surveyors should be added.
BUILDING & SAFETY				
BP-2.6	Intake Processing Fee	$25.00	New Fee	New fee to cover administrative costs.
Elec-17	Intake Processing Fee	$25.00	New Fee	New fee to cover administrative costs.
Plum-21	Intake Processing Fee	$25.00	New Fee	New fee to cover administrative costs.
MP-15	Intake Processing Fee	$25.00	New Fee	New fee to cover administrative costs.
SWR-11	Intake Processing Fee	$25.00	New Fee	New fee to cover administrative costs.

ITEM NO.	SERVICE	CURRENT	CHANGE	REASON
		PUBLIC SAFETY		
n/a	Sidewalk Vendor – Impounding Equipment and Merchandise	n/a	$200	New fee to schedule Resolution CC 2025-01
PD-47.1	Carry Concealed Weapon (CCW) -	$130.00	$389.00	Industry standard fees and charges allowed by law change 1/1/24.
PD-47.4	Carry Concealed Weapon (CCW) -	$77.00	$129.00	Industry standard fees and charges allowed by law change 1/1/24.
		UTILITIES & MAINTENANCE		
n/a	Water Meter and Meter Box Charges	Meter Box & Cover ¾": $109.85 1": $181.30 1 ½": $252.86 2": $252.86	Meter Box & Cover ¾": $161.98 1": $275.77 1 ½" & 2": $343.19	Cost recovery. Vendor increased prices.
		Bi-Monthly Meter Connection Charge		
n/a	5/8 & 3/4 inch	$85.38	$87.93	Water rate study. Resolution CC 2023-51
	1 inch	$134.23	$138.24	Water rate study. Resolution CC 2023-51
	1.5 inch	$257.07	$264.76	Water rate study. Resolution CC 2023-51
	2 inch	$413.67	$426.04	Water rate study. Resolution CC 2023-51
	3 inch	$984.31	$1,013.74	Water rate study. Resolution CC 2023-51
	4 inch	$984.31	$1,013.74	Water rate study. Resolution CC 2023-51
	6 inch	$2,160.61	$2,225.21	Water rate study. Resolution CC 2023-51
	8 inch	$2,160.61	$2,225.21	Water rate study. Resolution CC 2023-51

ITEM NO.	SERVICE	CURRENT	CHANGE	REASON
		Consumption Rates for Water & Elevations (CCF)		
n/a	Zone A	Tier 1: $1.75 Tier 2: $2.68 Tier 3: $3.61 Tier 4: $4.54 Elevation: $0.22	Tier 1: $1.80 Tier 2: $2.76 Tier 3: $3.72 Tier 4: $4.68 Elevation: $0.23	Water rate study. Resolution CC 2023-51
	Zone B	Tier 1: $1.75 Tier 2: $2.68 Tier 3: $3.61 Tier 4: $4.54 Elevation: $1.02	Tier 1: $1.80 Tier 2: $2.76 Tier 3: $3.72 Tier 4: $4.68 Elevation: $1.05	Water rate study. Resolution CC 2023-51
	Zone C	Tier 1: $1.75 Tier 2: $2.68 Tier 3: $3.61 Tier 4: $4.54 Elevation: $2.06	Tier 1: $1.80 Tier 2: $2.76 Tier 3: $3.72 Tier 4: $4.68 Elevation: $2.12	Water rate study. Resolution CC 2023-51
	Zone D	Tier 1: $1.75 Tier 2: $2.68 Tier 3: $3.61 Tier 4: $4.54 Elevation: $3.41	Tier 1: $1.80 Tier 2: $2.76 Tier 3: $3.72 Tier 4: $4.68 Elevation: $3.51	Water rate study. Resolution CC 2023-51

In addition to the changes above, the “International Code Council Building Valuation Data – February 2024” was replaced with the most current version, February 2025.

RESOLUTION CC 2025 -___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, ESTABLISHING THE MASTER SCHEDULE OF FEES FOR SERVICE AND AMENDING CITYWIDE FEES FOR COST OF SERVICES

THE CITY COUNCIL
City of Glendora, California

THE CITY COUNCIL OF THE CITY OF GLENDORA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the California Government Code requires that fees for services not exceed the estimated cost of providing the service for which the fee is levied and that no fee or service charge or increase in an existing fee or charge to which the fee or service charge be levied without the opportunity for the public to make oral or written comment at a regularly scheduled meeting of the City Council; and

WHEREAS, the City Council has from time to time adopted fee schedules and now wishes to amend said fee schedules for Citywide services; and

WHEREAS, the fees set forth in the attached Master Schedule of Fees for Service (Fee Schedule) do not exceed the estimated cost to provide services for which the fee is levied; and

WHEREAS, the Glendora Municipal Code permits the City Council to establish the fees and charges provided herein by resolution; and

WHEREAS, the Fee Schedule is a compilation of fees charged or collected by the City of Glendora, which includes fees adopted by Resolution, Ordinance or by reference.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The attached 2026 Master Schedule of Fees for Service is herewith approved and adopted as the fees for citywide services.

SECTION 2. The fees set pursuant to this resolution shall be automatically increased to include any fees mandated by Federal, State or County regulations.

SECTION 3. The fees set pursuant to this resolution that state "actual costs for third party technical review" represent direct cost recovery of fees charged the City by a vendor.

SECTION 4. Resolution CC 2024-33 and any resolutions in conflict with this resolution are hereby rescinded and repealed.

SECTION 5. The City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.

SECTION 6. The City Clerk is hereby directed to forward a copy of this resolution to the Finance Director.

APPROVED and **PASSED** this ___ day of ____, 2025.

City Council of Glendora, California

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:

_____
DANNY ALESHIRE
City Attorney

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a special meeting held on the __ day of ___, 2025, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Communications Director

City of Glendora

PROPOSED MASTER SCHEDULE OF FEES FOR SERVICE

FISCAL YEAR 2025/2026

CITY of GLENDORA

ADMINISTRATION

CITY of GLENDORA

ADMINISTRATION

Item No.	Service	Current Fees	Last Updated
AD-1	Agenda/Minutes Mailing Service	Agendas: $0.10 per page plus postage Minutes: $0.10 per page plus postage	8/23/2016
AD-2	Document Reproduction[1]	$0.10 per page (Letter/Legal Size) for hardcopy and scanning.	6/22/2021
AD-3	Campaign Statement Reproduction	$0.10 per page; $5 retrieval fee for statements five or more years old (subject to revision by Fair Political Practices Commission Schedule)	6/24/2014
AD-4	Fair Political Practices Commission (FPPC) Forms	$0.10 per page (subject to revision by Fair Political Practices Commission Schedule)	6/24/2014
AD-5	Returned Check Processing	$25 per NSF check for first check; $35 per NSF check for each check thereafter. [Pursuant to CA Civil Code Section 1719(a)(1)].	1/14/2003 8/5/1996
AD-6	Video/Audio Reproduction	$1 per disc	6/11/2024
AD-7	Insurance Administrative Fee	$50 for each application used by third-party groups that elect special events coverage through the City's insurance carrier.	6/26/2012
AD-8	Public Works Payroll Records	$1 for first page, $0.25 for each page thereafter Plus $10 handling costs (8 Cal Code Regs §16402)	8/23/2016
AD-9	Credit Card Service Fee	Finance, Police, City Clerk - Minimum transaction fee: $2.50 Plus an additional 3.2% service fee for all card transactions with a debit or credit card. Community Development, Public Works - Minimum transaction fee: $6.95 Plus an additional 3.2% service fee for all card transactions with a debit or credit card. 2.5% of transactions for Transient Occupancy Tax (TOT) transactions. 3.0% of transaction for all Recreation and Human Services transactions made online.	6/11/2024
AD-11	Civil Subpoena	$15 plus reproduction costs; $275 per day deposit plus travel costs. (GC 68097.2)	7/10/2018
AD-12	Duces Tecum Subpoena	$15 per request, plus any reproduction costs	6/11/2024
AD-13	Collection Services	15% to 30% of the balance remitted to the collections agency	6/23/2020
AD-14	Treble Damages	Ordinance 2057 Sections 9.36.300 and 9.36.400	1/12/2021

1. Duplication charges for electronic records copies are limited to the direct cost of producing the electronic copy, including programming and computer services costs if the request requires the production of electronic records that are otherwise only produced at regularly scheduled intervals, or production of the record would require data compilation, extraction, or programming (8 Cal Code Regs §6253.9).

CITY of GLENDORA ADMINISTRATION

Passport Services
Item No. AD-15
Last Updated 6/10/2025

All passport fees are subject to revision by the U.S. Department of State
All Charges are subject to a credit card service fee (Item AD-9)

Adult Passport Book and Card Fees	Passport Fee Check or Money Order Payable to Department of State	Execution Fee Cash/ Check Payable to City of Glendora
Passport Book - ages 16 & Over (Valid 10 years)	$130.00	$35.00
Passport Card - ages 16 & Over (Valid 10 years)	$30.00	$35.00
Passport Card & Book - ages 16 & Over (Valid 10 years)	$160.00	$35.00
Passport Renewal - ages 16 & Over (valid 10 years)	$130.00	$0.00
Passport Card Renewal - ages 16 & Over (valid 10 years)	$30.00	$0.00
Passport Card & Book Renewal - ages 16 & Over (valid 10 years)	$160.00	$0.00

Minor Passport Book and Card Fees	Passport Fee Check or Money Order Payable to Department of State	Execution Fee Cash/ Check Payable to City of Glendora
Passport Book- ages 15 & Under (valid 5 years)	$100.00	$35.00
Passport Card - ages 15 & Under (valid 5 years)	$15.00	$35.00
Passport Card & Book - ages 15 & Under (valid 5 years)	$115.00	$35.00

Additional Services and Fees	Passport Fee Check or Money Order Payable to Department of State	Execution Fee Cash/ Check Payable to City of Glendora
Passport Photo - printed or digital print	n/a	$15.00
Express Mail to Passport Services for Expedited Applications	n/a	Actual Cost
Expedite Fee (2-3 weeks)	$60.00	n/a
Express Mail to Applicant	Actual Cost	n/a
Mail Out Fee for Passport Renewals	n/a	Actual Cost
Notary Public - DS-3053	Fees are subject to the Department of State	
Notary Public - Journal Public Request for Line Item	Fees are subject to the Department of State	

CITY of GLENDORA

BUSINESS LICENSE FEES/TAXES

CITY of GLENDORA
BUSINESS LICENSE FEES/TAXES

Business License Fees

Item No.	Service	Current Fees / Taxes	Last Updated
BLF-1	New Business License Application Review	Fee - $77 per application	4/8/2008
BLF-2	Business License Renewal	Fee - $10 per renewal	4/8/2008
BLF-3	Reprint of Business Licenses	Fee - $5.00 (GMC 5.04.130)	8/23/2016
BLF-4	Bingo Permit	Fee - $50 (GMC 9.06.030)	1977
BLF-5	Dance Permit	Fee - $30 (GMC 5.12.250)	1977
BLF-6	Solicitation and Peddling Permit	Fee - $50 First Vendor; $20 for each additional vendor (GMC 5.14.050)	1977
BLF-7	Special Outdoor Display Events Permit	Fee - $100 Must have current business license. Fee - $50 for Glendora based Non-Profits must have current business license. (GMC 5.32.030)	7/10/2018
BLF-8	Vending Machines, Amusement Devices	Fee - $35.00 per machine or 1% of gross receipts (GMC 5.08.180)	1977
BLF-9	Business License State Surcharge for American Disabilities Act Compliance	Fee - $4.00 per Business License Issued (AB1379)	1/1/2018

(Adopted by Ordinance Section 5.04 of Municipal Code in 1970s)
Business License Taxes

BL-1	Accountants, Architects, Civil Engineers, Geologists, Physicists, Lawyers	Tax - $88 base fee (GMC 5.08.245). Additional tax based on number of professionals	1977
BL-2	Apartments, Mobile Home Parks, Trailer Parks, Industrial and Commercial Rentals	Tax - $35 base fee. Additional tax based on number of units (GMC 5.08.130)	1977
BL-3	Apparel & Accessories, Restaurants, Night Clubs, Furniture & Home Furnishings, Appliances, General Merchandise, Liquor or Department Stores, Tires, Batteries, Variety, Trailer Sales, Misc. Goods	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-4	Appraisers, Bookkeepers, Brokers, Consultants, Private Investigators, Taxidermists, Communication Services, Sales Representatives	Tax - $63 base fee (GMC 5.08.245). Additional tax based on number of professionals	1977
BL-5	Auto Dealers, Gas Stations, Grocery, Meat, Fish, Fruit and Vegetable	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-6	Automotive Repair, Printing Shops, Newspapers, Misc. Retail Firms	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-7	Barber, Beauty Shops, All Other Service Firms at Retail	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-8	Building Materials, Hardware, Farm and Garden Supply	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-9	Circuses, Carnivals	Tax - $75 per day (GMC 5.08.160)	1972
BL-10	Collection Agencies, Cosmetologists, Insurance Adjusters, Physical Training Schools, Social Workers, Tree Surgeons	Tax - $48 base fee (GMC 5.08.245). Additional tax based on number of professionals	1977
BL-11	Delivery Vehicles	Tax - $53 x number of vehicles (GMC 5.08.190)	1977

CITY of GLENDORA
BUSINESS LICENSE FEES/TAXES

Item No.	Service	Current Fees / Taxes	Last Updated
BL-12	Dental Hygienists, Physical Therapists, Oculists	Tax - $58 base fee (GMC 5.08.240). Additional tax based on number of professionals	1977
BL-13	Dentists, Chiropractors, Physicians, Psychologists, Podiatrists, Optometrists, Pharmacists, Other Medical and Health Specialists	Tax - $88 base fee (GMC 5.08.240). Additional tax based on number of professionals	1977
BL-14	Drug Stores, Dry Goods, Jewelers, Laundry, Dry Cleaners	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.210)	1977
BL-15	Electrical, Plumbing, Heating, Air Conditioning Contractors	Tax - $43 base fee. Additional tax based on gross receipts (GMC 5.08.220)	1977
BL-16	Funeral Home or Mortuary only	Tax - $50 base fee (GMC 5.08.110)	1977
BL-17	Funeral Chapel & Cemetery, Mortuary & Cemetery	Tax - $100 base fee (GMC 5.08.110)	1972
BL-18	General Contractors	Tax - $43 base fee. Additional tax based on gross receipts (GMC 5.08.220)	1977
BL-19	Handbill Distributor Permit	$15 - Must have a current business license (GMC 5.16.120)	1977
BL-20	Hotels, Motels	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.080)	1977
BL-21	Motion Picture / Television Production	Tax - $750 base fee (GMC 5.08.250)	1977
BL-22	Outdoor Billboards	Tax - Based on size of billboard (GMC 5.08.060)	1977
BL-23	Public Utilities	Tax - $150 Franchise; All Others - $32 base fee plus additional tax based on gross receipts (GMC 5.08.090)	1973
BL-24	Residential Subdivision Signs	Tax - Based on size of sign (GMC 5.08.060)	1977
BL-25	Rest Homes, Retirement Homes	Tax - $35 base fee. Additional tax based on number of beds (GMC 5.08.070)	1977
BL-26	Sanitarium, Convalescent Homes, Infirmaries, Hospitals	Tax - $35 base fee. Additional tax based on number of beds (GMC 5.08.070)	1977
BL-27	Street Vendors	Tax - $50 base fee. Additional tax based on number of sub-vendors (GMC 5.08.200)	1977
BL-28	Sub-Contractors and All Others	Tax - $43 base fee. Additional tax based on gross receipts (GMC 5.08.220)	1977
BL-29	Wholesale / Manufacturers	Tax - $53 base fee. Additional tax based on gross receipts (GMC 5.08.230)	1977
BL-30	All Other Categories	Tax - $35 base fee. Additional tax based on gross receipts (GMC 5.08.260)	1977

Transient Occupancy Tax
(Adopted by Ordinance Section 5.20 of Municipal Code in 1977)

Item No.	Service	Current Fees / Taxes	Last Updated
TOT-1	Transient Occupancy Tax	Tax - 6% of billing amount (GMC 5.20.030)	11/22/1977

CITY of GLENDORA

RECREATION & HUMAN SERVICES

CITY of GLENDORA
RECREATION & HUMAN SERVICES

Item No.	Service	Current Fees	Last Updated
CS-1	Adult Sports	$300 – $400 depending on sport	6/11/2024
CS-2	Contract Recreation Classes	25% – 30% of class fee, minus administration fee	6/11/2024
CS-3	Day Camp Program	$150 – $175 per child per week, depending on cost of services	6/10/2025
CS-4	La Fetra Center Events	$4 - $25 depending on the event.	6/11/2024
CS-5	La Fetra Class Activities	$4 - $100 depending on the activity.	6/11/2024
CS-6	La Fetra Activities	Full cost recovery on materials only. $4 insurance plus Activenet fee.	6/26/2012
CS-7	Parks Playground Trips	$10 - $20 per child	8/10/2010
CS-8	Teen Center Activities	Teen Center trips, $6 - $60 per participant; Events (eg, Summer Kickoff) $0 -$10 per participant.	8/10/2010
CS-9	Trips and Tours	Various fees depending on the excursion: Day Trips: $20 - $150 per person	6/11/2024
CS-10	Administration Fee	$10 per class fee added to classes and selected programs & services.	1/16/2019
CS-11	Refund Fee	$10 per refund unless class canceled by the Recreation and Human Services Department.	6/11/2024
CS-12	Activity Guide Advertisement	$250 for quarter page, $500 for half-page, $1,000 for full-page.	6/11/2024
CS-13	Youth Basketball	$120-$140 per player, depending on the cost of services for refereeing and uniforms	6/11/2024
CS-14	Sanctioned Youth Sports, per player field charge	$10 – $50 per player per field	6/10/2025

Recreation & Human Services Department - Schedule of Fees for Facilities

Building/ Facility	Group 1 Youth Sports Leagues, Official Glendora School District funded programs or events	Group 2 Resident, Glendora Services Organizations and/or Non-Profit Organizations.	Group 3 Non-Resident, Educational and/or Tournament Field Rentals (2 day or more event)	Group 4 For-Profit Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)	Group 5 For-Profit Non Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)
SCOUT HUT					
Glendora Scout Troops	N/A	$40 Seasonal $70 Annual	$80 Seasonal $140 Annual	N/A	N/A
1-Room	$50/hr	$50/hr	$100/hr	$125/hr	$150/hr
2-Room	$75/hr	$75/hr	$150/hr	$175/hr	$200/hr
Cleaning	$125	$125	$125	$125	$125
Administration Fee	$10	$10	$10	$10	$10
Facility Deposit	$100 refundable	$100 refundable	$100 refundable	$100 refundable	$100 refundable
Staff*	$25	$25	$25	$25	$25
Insurance	Required	Required	Required	Required	Required
LEGION BUILDING					
Main Hall	$100/hr	$150/hr	$200/hr	$225/hr	$250/hr
Staff 75/1*	$25	$25	$25	$25	$25
Cleaning Fee	$125	$125	$125	$125	$125
Administration Fee	$10	$10	$10	$10	$10
Facility Deposit	$300 refundable	$300 refundable	$300 refundable	$300 refundable	$300 refundable
A/V Equipment *(optional)*	$75	$75	$75	$75	$75
Insurance	Required	Required	Required	Required	Required
BIG TREE PARK - ***2 hr reservation, 50 chairs, 1 table and staff set up***					
Reservation Fee	$200	$300	$400	$500	$500
Facility Deposit*	$200 refundable	$200 refundable	$200 refundable	$200 refundable	$200 refundable
Administration Fee	$10	$10	$10	$10	$10
Insurance	Required	Required	Required	Required	Required

Recreation & Human Services Department - Schedule of Fees for Facilities

Building/ Facility	Group 1 Youth Sports Leagues, Official Glendora School District funded programs or events	Group 2 Resident, Glendora Services Organizations and/or Non-Profit Organizations.	Group 3 Non-Resident, Educational and/or Tournament Field Rentals (2 day or more event)	Group 4 For-Profit Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)	Group 5 For-Profit Non Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)
BIG DALTON - ***Amphitheater or Outside Girl Scout Cabin Area***					
Glendora Scout Troops	N/A	Key Deposit Only	Key Deposit Only	N/A	N/A
Day Use	$40	$100	$200	$300	$350
Facility Deposit	$100 refundable	$100 refundable	$100 refundable	$100 refundable	$100 refundable
Administration Fee	$10	$10	$10	$10	$10
Key Deposit	$50 Cash when picking up key	$50 Cash when picking up key	$50 Cash when picking up key	$50 Cash when picking up key	$50 Cash when picking up key
Insurance	Required	Required	Required	Required	Required
For Glendora Scouts, key deposit only, all other fees waived					
PARK SPECIAL EVENTS - ***2 hr Minimum***					
Day Use	$35/hr	$60/hr	$85/hr	$110/hr	$160/hr
Facility Deposit	$200 refundable	$200 refundable	$200 refundable	$200 refundable	$200 refundable
Administration Fee	$10	$10	$10	$10	$10
Insurance	Required	Required	Required	Required	Required
TEEN CENTER					
Teen Center	$240/hr	$250/hr	$500/hr	$700/hr	$725/hr
Gymnasium	$80/hr	$125/hr	$200/hr	$225/hr	$250/hr
Meeting Room	No Charge	$75/hr	$100/hr	$125/hr	$150/hr
Staff 75/1*	$25	$25	$25	$25	$25
Administration Fee	$10	$10	$10	$10	$10
Facility Deposit	$200 refundable	$200 refundable	$200 refundable	$200 refundable	$200 refundable
Insurance	Required	Required	Required	Required	Required

Recreation & Human Services Department - Schedule of Fees for Facilities

Building/ Facility	Group 1 Youth Sports Leagues, Official Glendora School District funded programs or events	Group 2 Resident, Glendora Services Organizations and/or Non-Profit Organizations.	Group 3 Non-Resident, Educational and/or Tournament Field Rentals (2 day or more event)	Group 4 For-Profit Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)	Group 5 For-Profit Non Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)
LA FETRA SENIOR CENTER - ***2 hr minimum***					
Sage Room	$100/hr	$150/hr	$185/hr	$225/hr	$250/hr
Staff 75/1*	$25	$25	$25	$25	$25
Cleaning Fee	$125	$125	$125	$125	$125
Administration	$10	$10	$10	$10	$10
A/V Equipment *(optional)*	$75	$75	$75	$75	$75
Facility Deposit	$300 refundable	$300 refundable	$300 refundable	$300 refundable	$300 refundable
Insurance	Required	Required	Required	Required	Required
Oak/ Elm Room	$100/hr	$150/hr	$200/hr	$225/hr	$250/hr
Staff 75/1*	$25	$25	$25	$25	$25
Cleaning Fee	$75	$75	$75	$75	$75
Administration	$10	$10	$10	$10	$10
A/V Equipment *(optional)*	$75	$75	$75	$75	$75
Facility Deposit	$300	$300	$300	$300	$300
Insurance	Required	Required	Required	Required	Required
CARLYLE LINDER EQUESTRIAN PARK					
North or South Riding Ring	$25/hr	$60/hr	$85/hr	$110/hr	N/A
Facility Deposit	$200 refundable	$200 refundable	$200 refundable	$500 refundable	N/A
Administration Fee	$10	$10	$10	$10	N/A
Insurance	Required	Required	Required	Required	N/A
Picnic Shelter	$0	Reservations	Same as Park Picnic	Reservations	N/A
Snack Bar	$0	$50/hr	$75/hr	$100/hr	N/A
PARK PICNIC RESERVATION AREA					
Day Use	$20 - 4 hours	$25-4 hours	$30-4 hours	$50-4 hours	$75-4 hours
	$40 - 8 hours	$50-8 hours	$60-8 hours	$100-8 hours	$150-8 hours
Administration Fee	$10	$10	$10	$10	$10

Recreation & Human Services Department - Schedule of Fees for Facilities

Building/ Facility	Group 1 Youth Sports Leagues, Official Glendora School District funded programs or events	Group 2 Resident, Glendora Services Organizations and/or Non-Profit Organizations.	Group 3 Non-Resident, Educational and/or Tournament Field Rentals (2 day or more event)	Group 4 For-Profit Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)	Group 5 For-Profit Non Glendora Commercial Agency, Business or Tournament Field Rentals (1 day event)
Park Picnic Reservation - ***Finkbiner Park Large Shade Structure Site Day Use***					
Side 1 or 2 (4 hours)	$70-4 hours	$75-4 hours	$80-4 hours	$100-4 hours	$125-4 hours
Side 1 or 2 (8 hours)	$130-8 hours	$140-8 hours	$150-8 hours	$190-8 hours	$190-8 hours
Both 1 & 2 (4 hours)	$135-4 hours	$140-4 hours	$145-4 hours	$185-4 hours	$190-4 hours
Both 1 & 2 (8 hours)	$240-8 hours	$250-8 hours	$255-8 hours	$295-8 hours	$295-8 hours
Administrative Fee	$10	$10	$10	$10	$10
DAWSON TENNIS COURTS - ***6 courts***					
Day Use	No Charge	$5 per court per hour	$10 per court per hour	$20 per court per hour	$25 per court per hour
Administration Fee	Waived	$10	$10	$10	$10
VOLLEYBALL COURT					
Day Use	No Charge	$5 per court per hour	$10 per court per hour	$20 per court per hour	$25 per court per hour
Administration Fee	Waived	$10	$10	$10	$10
CENTENNIAL HERITAGE PARK					
Day Use	$35 /hr	$60 /hr	$85 /hr	$110 /hr	$160 /hr
Facility Deposit	$200 refundable	$200 refundable	$200 refundable	$200 refundable	$200 refundable
Administration Fee	$10	$10	$10	$10	$10
Insurance	Required	Required	Required	Required	Required

Rental with a term of 6-12 months are eligible for a 25% discount on the building rental per hour fee only.
Rentals with a term of 12 months or more are eligible for a 40% discount on the building rental per hour fee only.

*If alcohol is being served at any building rental, renter must pay for an additional staff member, regardless of party size.

Recreation & Human Services Department - Schedule of Fees for Facilities

Building/ Facility	Group 1 Sanctioned Glendora Youth Leagues/Offical GUSD Progams or events	Group 2 Educational and Nonprofit Groups	Group 3 Resident Single Day Use	Group 4 Resident Travel	Group 5 Non-Resident Travel	Group 6 Tournaments
POMPEI TURF FIELDS						
Field Rental	$0-$50*	$30/hr	$50/hr	$100/hr	$150/hr	$200/hr
Lights	$12/hr	$15/hr	$15/hr	$20/hr	$25/hr	$30/hr
Administration Fee	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr
Facility Deposit	No Charge	No Charge	No Charge	No Charge	No Charge	$500 refundable
Insurance	Required	Required	Required	Required	Required	Required
FINKBINER PARK FIELDS						
Field Rental	$0-$50*	$15/hr	$20/hr	$40/hr	$80/hr	$100/hr
Lights	$12/hr	$15/hr	$15/hr	$20/hr	$25/hr	$30/hr
Administration Fee	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr
Facility Deposit	No Charge	No Charge	No Charge	No Charge	No Charge	$500 refundable
Insurance	Required	Required	Required	Required	Required	Required
GLENDORA UNIFIED FIELDS						
Field Rental	$0-$50*	$15/hr	$20/hr	$40/hr	$80/hr	$100/hr
Lights	$12/hr	$15/hr	$15/hr	$20/hr	$25/hr	$30/hr
Administration Fee	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr	$10/hr
Facility Deposit	No Charge	No Charge	No Charge	No Charge	No Charge	$500 refundable
Insurance	Required	Required	Required	Required	Required	Required

*Individual Agreements are in place with each organization

CITY of GLENDORA COMMUNITY SERVICES

Cost Recovery Guidelines for Services and Programs

To provide the flexibility necessary to operate and offer free or fee-based programs in an entrepreneurial manner and in emerging markets, the following guidelines will be used in the development of programs, events and services offered by the Community Services Department.

PROGRAM AND SPECIAL EVENTS
Programs, services and special events offered by the Community Services Department that are free or fee based such as those itemized on the Community Services fee schedule shall be set to meet the following goals:

Fully Supported Activities: To offer services to the community at minimal or no participation fee.

Mostly Supported Activities: To offer services to the community at minimal or no participation fee, with recovery of direct costs such as admission fees to attractions.

Partially Supported Activities: Recover direct and indirect costs.

Self-Supported Activities: Recover direct, indirect, and administrative costs.

- Direct costs include actual staff and costs directly related to the program, including appropriate benefit rates.
- Recreation indirect costs include FT and PT staff, supplies, and other costs at an additional 25% rate.
- City Administrative costs include City support costs at an additional 10% rate.

FULLY SUPPORTED ACTIVITIES	MOSTLY SUPPORTED ACTIVITIES	PARTIALLY SUPPORTED ACTIVITIES	SELF-SUPPORTED ACTIVITIES
Programs offered at minimal or no participation fee	Programs offered at minimal or no participation fee, with recovery of direct costs, such as admission fees or **sponsorships**	Recovery of Direct and Indirect Costs	Recovery of Direct, Indirect and Administrative Costs
Open Family & Teen Activities Free Senior classes/ activities Parks Trees Public Landscape	Youth/Family Programs Special Events Teen Programs Senior programming Concerts in the Park Movies in the Park	Youth Sports programs Youth Instructional Classes Requested Tree Services Memorial trees Field rentals	Day Camp Early Childhood Program Adult Sports Contract Classes Trips and Tours program Dial-a-ride Athletic Field Lights
Promote a safe, healthy and secure community. Emphasis on youth/or senior activities. Underserved populations.*	Promote a safe, healthy and secure community. Emphasis on youth and/ or family activities.*	Promote affordable activities. Increase the quality of life. Enhance opportunities available to participants.*	Developed for adults. Can be defined as personal development. May be available elsewhere. Offering based on community request or hot topic.*
Recovery rate between 0%. No target percentage recovery	Recovery rate between 1 -60%. Target the upper 60 percentile.	Recovery rate between 61-125%. Target the upper 90 percentile.	Recovery rate between 101-135%. Target the upper 100 percentile.

*Activities meet one or more of these criteria

CITY of GLENDORA

LIBRARY SERVICES

CITY of GLENDORA

LIBRARY SERVICES

Library Meeting/Event Facilities Fees

(Recommended upon review and action of the Library Board of Trustees on 1/27/2025)

Charges and Fees - All fees are non-refundable and non-transferable

The below listed fees are for Glendora resident non-profit groups; Qualifying factors may include: status of sponsor as a government-registered charity or other confirmable not-for-profit/noncommercial venture; at least 51% Glendora residents/business owners among either sponsoring agency members or public event participants.

Item No.	Service	Current Fee	Last Adjustment
LB-1.1	Facility Deposit	No Charge	8/23/2016
LB-1.2	Bidwell Forum Maximum Capacity = 389 Recommend Capacity = 200 with Auditorium seating	No Charge. Two (2) hour minimum	8/23/2016
LB-1.3	Bidwell Forum with Plaza	No Charge. Two (2) hour minimum	8/23/2016
LB-1.4	Friends Room Maximum Capacity = 133 Recommended Capacity = 50 with Auditorium seating	No Charge. Two (2) hour minimum	8/23/2016
LB-1.5	Cleaning Deposit	Per City Administrative Policy 4.01, Uses and Regulations of Building, Miscellaneous Regulations, section D, applicant may incur charges for damages.	8/23/2016
LB-1.6	Person-on-duty	$25/hr. per person • Assessed for meetings beginning/ending after regular open hours or on days library is closed. • Events of more than 75 require 2 persons-on-duty • If alcohol is being sered, a second person-on-duty is required, regardless of party size. • An additional fee of $25/hr. per person-on-duty will be invoiced for any time spent after a scheduled event	1/27/2025
LB-1.7	Alarm Response	$100/response. Assessed in the event of any alarm response (e.g. fire, police, etc.)	8/23/2016
LB-1.8	Microphone Fee use and basic staff assistance	No charge. Must be requested in advance on application form.	1/27/2025
LB-1.9	Video Equipment use and basic staff assistance (VHS/DVD Players, TV Monitors, Screens, Laptops, Projectors)	No charge. Must be requested in advance on application form.	1/27/2025

- Set-up and tear-down time are included in total reservation time.
- The full hourly fee will be charged for any increment of an hour.
- Double the hourly rate will be charged for any meeting extending beyond their scheduled reservation time.

CITY of GLENDORA LIBRARY SERVICES

Library Meeting/Event Facilities Fees
(Recommended upon review and action of the Library Board of Trustees on 01/27/2025)

Charges and Fees - All fees are non-refundable and non-transferable

Fees listed below are for all other groups (private parties):

Item No.	Service	Current Fee	Last Adjustment
LB-2.1	Facility Deposit	$250/event. Refund subject to cancellation policy.	8/23/2016
LB-2.2	Bidwell Forum Maximum Capacity = 389 Recommend Capacity = 200 with Auditorium seating	$100/hr. Two (2) hour minimum	7/10/2018
LB-2.3	Bidwell Forum with Plaza	$150/hr. Two (2) hour minimum	7/10/2018
LB-2.4	Friends Room Maximum Capacity = 133 Recommended Capacity = 50 with Auditorium seating	$75/hr. Two (2) hour minimum	7/10/2018
LB-2.5	Cleaning Deposit (if food or drink are brought in for event)	$250/event. Refund subject to condition of room after event (including kitchen). Per City Administrative Policy 4.01, Uses and Regulations of Building, Miscellaneous Regulations, section D, applicant may also incur charges for damages.	1/22/2024
LB-2.6	Person-on-duty	$25/hr. Assessed for meetings beginning/ending after regular open hours or on days library is closed	1/28/2019
LB-2.7	Alarm Response	$100/response. Assessed in the event of any alarm response (e.g. fire, police, etc.)	8/23/2016
LB-2.8	Microphone Fee	$10/mic. Must be requested in advance on application form.	8/23/2016
LB-2.9	Video Equipment (VHS/DVD Players, TV Monitors, Screens, Laptops, Projectors)	$25 flat rate, for any number of units combined. Must be requested in advance on application form.	7/10/2018

- Set-up and tear-down time are included in total reservation time.
- The full hourly fee will be charged for any increment of an hour.
- Double the hourly rate will be charged for any meeting extending beyond their scheduled reservation time.

CITY of GLENDORA LIBRARY SERVICES

Library Fines and Fees
(Recommended upon review and action of the Library Board of Trustees on 1/27/2025)

The Director of the Library may approve periods of amnesty for payment of outstanding fees, in whole or in part, when to do so would encourage the return of shared materials, reduce barriers to access, and/or be in the public interest.

When a borrower's accumulated charge reaches a total of $10.00, charges must be paid in an amount so that the total is less than $10.00 before more items may be checked out on his/her/their library account.

Charges for overdue, lost or damaged materials that are borrowed through interlibrary loan or the State Library are those charged by the lender.

Overdue Material (Extended Use Fees and Conditions)

Item No.	Service	Current Fees	Last Adjustment
LB-3	Books, Magazines, Pamphlets, Compact Discs & Playaways (Adult & Youth)	$0.00	07/01/2023
LB-3	Videos, DVDs and Software	$0.00	07/01/2023
LB-3	Public Use Laptops/Tablets	$0.00	07/01/2023

A borrower must return all overdue materials before more items may be checked out on his/her library account.

Damaged Material

Item No.	Service	Current Fees	Last Adjustment
LB-5	Damaged Material	Minimum charge - $1.00 Maximum charge - Replacement cost of the item (plus processing fee)	1/27/2025

Material damaged beyond repair is withdrawn from the collection. A description of the damage and the replacement charge are added to the borrower's library account. The item is given to the borrower if wanted.

Material returned with damaged parts is assessed and charged accordingly.

Lost Material

Item No.	Service	Current Fees	Last Adjustment
LB-6	Replacement charge for lost items	Cost of the item (plus processing fee)	7/1/2012
LB-6	Replacement charge for lost or stolen public use laptop/tablet	$975.00 (plus processing fee)	1/22/2024
LB-6	Materials returned with lost or missing parts	Assessed and charged accordingly	7/1/2012

Refunds for replacement charges on items found and returned are calculated by deducting the maximum charge (plus $10.00 processing fee) from the replacement charge amount. The refund transaction is noted on the borrower's library account and a refund is mailed by the City of Glendora Finance Division.

CITY of GLENDORA

LIBRARY SERVICES

Other Fees and Charges

Item No.	Service	Current Fees	Last Adjustment
LB-7	**Processing:** Books, videos, software, compact discs, audio tapes & playaways, laptops/tablets Magazines and pamphlets	 $10.00 $2.00	7/1/2012
LB-7	Lost Library Card	$2.00 replacement fee	7/1/2023
LB-7	Holds on material: Per item Unclaimed	$0.00	7/1/2023
LB-7	Interlibrary Loan Request	$2.00 per search	1/28/2019
LB-7	Administrating/proctoring tests	$40.00 per test	7/1/2024
LB-7	Printouts & photocopies Black & White Color	 $0.15 per page $0.30 per page	1/28/2019
LB-7	Faxing - incoming faxes	$0.50 per page	07/01/2023
LB-7	Faxing - outgoing faxes	$0.00 - no charge, self-service	07/01/2023
LB-7	Scanning to USB/email/smartphone/ tablet	$0.00 - no charge, self-service	07/01/2023
LB-7	Supplied Office/Stationery Materials	$0-$25.00	6/27/2017
LB-7	Supplies at City-wide Special Events	$0-$25.00	6/27/2017

CITY of GLENDORA

PLANNING & PUBLIC WORKS

CITY of GLENDORA
PLANNING & PUBLIC WORKS

Please note, double fee will be charged for work started without a permit.
13% surcharge for file maintenance on all Public Works Permits.
40% Plan Check Fee on all Public Works Excavation Permits.

Item No.	Service	Current Fees	Last Updated
P-1	Animal Conditional Use Permit	$1,665 per application	4/8/2008
P-2	Annexation	Actual cost for consultant contract(s) and staff time. Administrative cost for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	6/23/2020
P-3	Appeal to City Council	Actual costs incurred by the City to process the appeal. The appellant shall, at the time of filing the appeal with the City, deposit a $2,000 initial deposit plus time and materials for expenses beyond initial deposit, as determined by the City. Subsequent deposits as determined by the City to cover the City's costs in increments of $1,000 shall be deposited until the appeal process is complete. The appellant's failure to deposit subsequent deposits with the City within seven (7) days of written notification by the City shall result in suspension of the appeal until the subsequent deposits are received by the City. If the City's costs are less than the amount of the deposit, the balance shall be returned to the appellant within 90 days of the City's final decision. Actual costs shall include all supervision, overhead, equipment, hourly wages and fringe benefits of the employees and consultants involved. Appeals initiated by two City Council members are not subject to fees or deposits.	6/14/2022
P-4	Appeal to Planning Commission (e.g. Development Plans, CUPs)	Actual costs incurred by the City to process the appeal. The appellant shall, at the time of filing the appeal with the City, deposit a $2,000 initial deposit plus time and materials for expenses beyond initial deposit, as determined by the City. Subsequent deposits as determined by the City to cover the City's costs in increments of $1,000 shall be deposited until the appeal process is complete. The appellant's failure to deposit subsequent deposits with the City within seven (7) days of written notification by the City shall result in suspension of the appeal until the subsequent deposits are received by the City. If the City's costs are less than the amount of the deposit, the balance shall be returned to the appellant within 90 days of the City's final decision. Actual costs shall include all supervision, overhead, equipment, hourly wages and fringe benefits of the employees and consultants involved. Appeals initiated by two City Council members are not subject to fees or deposits.	6/14/2022
P-5	Building Address Processing w/o Map	$555 per application	4/8/2008
P-6	Building Investigation	$85 per investigation	4/8/2008
P-7	Building Permit Surcharge for NPDES (SWPPP) Inspections	5% Surcharge on Building Permits	8/10/2010

CITY of GLENDORA
PLANNING & PUBLIC WORKS

Item No.	Service	Current Fees	Last Updated
P-8	Building Re-Address Processing	$555 per application	4/8/2008
P-9	Building Re-inspection	$70 per inspection	4/8/2008
P-10	Certificate of Compliance	$1,481 per application plus actual costs for third party technical.	7/10/2018
P-11	Change of Occupancy	$185 per application	4/8/2008
P-12	Conceptual Review	$1,041 per application, to be credited to future application fees if the development goes forward.	4/8/2008
P-13	Conditional Use Permit	$2,425 per application	4/8/2008
P-14	Development Agreement	Actual cost for consultant contract(s) and staff time. Administrative cost for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	6/23/2020
P-15	Development Plan Review – Minor *	$2,483 Director; $3,297 Commission	6/23/2020
P-16	Development Plan Review – Major **	$5,000	6/14/2022
P-17	Environmental Impact Report Review	Actual cost for consultant contract(s) and staff time. Administrative costs for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	7/10/2018
P-18	Environmental Initial Study	Actual cost for consultant contract(s) and staff time. Administrative costs for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	7/10/2018
P-19	Environmental: Categorical Exemption Review	$214 per application	4/8/2008
P-20	Fire Alarm Plan Check/Inspection	Exhibit A, plus building valuation data (Exhibit B) as amended periodically.	4/8/2008
P-21	Fire Hood/Duct Plan Check/Inspection	Exhibit A, plus building valuation data (Exhibit B) as amended periodically.	4/8/2008
P-22	FOG (Fire, Oil and Gas) Application Fee for New Restaurants	$250	8/10/2010
P-23	FOG Program Inspections	$180	8/10/2010
P-24	FOG Program Wastewater Sampling and Analysis	$225	8/10/2010
P-25	FOG Program, Industrial, Automotive, and Gas Station Re-inspection Fee	$100	8/10/2010
P-26.1	General Plan Amendment - Map	$4,000	6/14/2022
P-27.2	General Plan Amendment - Other	$15,000	6/14/2022
P-28	General Plan Maintenance	12% surcharge on all permits to recover 50% of the costs	1/14/2003

* Development Plan Review—Minor includes: Two-story Single Family Residence; grading of one hillside lot; Multi-family 10 or fewer units; Commercial 25,000 square feed or less.

** Development Plan—Major includes: Multi-family more than 10 units; Hillside Development; Commercial 25,000 square feet or greater; any application requiring City Council review.

CITY of GLENDORA
PLANNING & PUBLIC WORKS

Item No.	Service	Current Fees	Last Updated
P-29	Business License Zoning Verification	$29 per application	7/10/2018
P-30	Landscape Plans Applications	$400	6/14/2022
P-31	Legal Review of CC&Rs	Review of Covenants, Conditions & Restrictions (CC&Rs) by City Attorney - Actual costs incurred by the City for the City Attorney's time inclusive of materials required for review.	8/10/2010
P-32	Lost Inspection Card	$42 per card	8/23/2016
P-33	Lot Line Adjustment	$1,554 per application plus actual costs for third party technical review	6/27/2017
P-34	Lot Merger	$1,554 per application plus actual costs for third party technical review	6/27/2017
P-35	Minor Modification	$1,422 per application	4/8/2008
P-36	Mitigation Monitoring	Actual cost of time and materials	8/10/2010
P-37	Modification Review (CUP or Variance)	$2,067 per application	4/8/2008
P-38	Planned Development	$10,000	6/14/2022
P-39	Planned Redevelopment	$10,000	6/14/2022
P-40	Radius Map and Labels	$150	8/10/2010
P-41	Reversion to Acreage	Actual cost for consultant contract(s) and staff time. Administrative cost for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	6/23/2020
P-42	Review of CC&Rs	Actual costs incurred by the City to review CC&Rs.	8/10/2010
P-43	Sign Variance	$1,951 per application	4/8/2008
P-44	Specific Plan Review	Actual cost for consultant contract(s) and staff time. Administrative cost for city staff review, meetings and contract management shall be charged at an hourly rate for city staff time and materials.	6/23/2020
P-45	Street/Sidewalk Vendor Permit	$275 for new permit; $165 for renewals	6/23/2020
P-46	Temporary Occupancy Review	$225 per application for a 30 day period	4/8/2008
P-47	Tentative Parcel Map Review (Lot Split)	$4,006 per application plus technical review	6/10/2025
P-48	Tentative Tract Map (Subdivision)	$5,286 + $192 per each land and/or air lot/unit	6/10/2025
P-49	Time Extension Review	$1,042 per application	4/8/2008
P-50	Variance	$2,224 per application	4/8/2008

CITY of GLENDORA
PLANNING & PUBLIC WORKS

Item No.	Service	Current Fees	Last Updated
P-51.1	Zone Change - Map	$4,000	6/14/2022
P-51.2	Zone Change - Other	$15,000	6/14/2022
P-52	Zoning Verification Letter	$214	8/10/2010
P-53	Public Hearing - Postage/Publication	Actual cost for postage and publication pursuant to GMC 21.01.030.E	7/10/2018
P-54	Public Transit Service	**Dial-A-Ride Fare Structure (62+/Disabled and proof of Glendora residence):** $0.50 one-way trip within Glendora City Limits *Medical Appointments Outside Glendora* $1.50 one-way trip to Azusa, Covina or San Dimas $4.00 one-way trip to Baldwin Park, Duarte, Pomona or West Covina **Fixed Route Service Fare Structure:** $1.00 General; $0.75 Student; $0.50 Senior Citizen (62+)/Disabled; **Monthly Fare Booklet Fare Structure:** Senior (62+)/Disabled = $15/30 trips; Student = $18/30 trips; General = $30/30 trips	7/9/2019
P-55	Transportation	MTA Bus Passes range from $7 to $220. Foothill Transit Bus Passes range from $22 to $170, with a 5% recovery above costs. TAP Card Products range from $2 to $300. These are pass-through transactions; all fees collected are remitted to ticket issuing jurisdiction. $7 discount on local monthly passes for both Metro and Foothill Transit for residents with proof of residency at time of purchase.	8/23/2016
P-56	Temporary Sign/Banner Permit	$45 per application [GMC 19.24.070(8)]	4/8/2008
P-57	Conditional Use Permit - Minor	$1,315	6/14/2022
P-58	Recreational Vehicle Administrative Review Permit Appeal	Deposit $200	1/1/2008

Stolen Shopping Cart
Glendora Municipal Code 9.66

Item No.	Service	Current Fees	Last Updated
P-59	Possession of a stolen shopping cart	1st Offense: $100.00 2nd Offense: $200.00 3rd Offense: $500.00	6/23/2020

CITY of GLENDORA
PLANNING & PUBLIC WORKS

City Tree Service

Item No.	Service	Current Fees	Last Updated
P-60	Tree Planting	15-gallon $180 24” box $360 36” box $1,000 48” box $1,950 60” box $5,950	6/14/2022
P-61	Service Request Pruning	Additional pruning at cost. Cost is dependent on the City’s arborist contract	6/14/2022
P-62	Tree Removal - Appeal to the Commission	Actual costs incurred by the City to process the appeal. GMC 16.22.020	6/14/2022
P-63	Memorial Trees	$310, includes City-approved tree, installation and plaque.	6/22/2021
P-64	Tree Replacement Cost for Developers (In-Lieu Fund)	Cost is dependent on the City’s arborist contract.	6/14/2022

Outdoor Dining Fees

Item No.	Service	Current Fees	Last Updated
P-65	Outdoor Dining	Parklet user: $400 per year Sidewalk dining: $150 per year	6/11/2024

Community Art Program (CAP)

Item No.	Service	Current Fees	Last Updated
P-66	CAP - Requirement Contribution to In-Lieu Community Art Fund	1.0% of BPV (building permit valuation) - New commercial / industrial & mixed use with residential as ancillary component (with BPV of $375,000+). 0.50% of BPV - New tenant improvements to existing commercial / industrial & mixed use with residential as ancillary component (with BPV of $375,000+). 0.25% of BPV - New residential of 11 or more units / houses and new mixed use with residential as primary component.	6/11/2024

Misc. Fees

Item No.	Service	Current Fees	Last Updated
P-67	Park Development Fees	Residential: $2,273. Additional $200 per bedroom beyond three bedrooms. Second Dwellings, Apartment and Condo units: $1,591 (per residential dwelling unit). Community Services Director can authorize apartment/condo builders to receive in-lieu credit for recreational amenities. Commercial construction fee: $0.62 per square foot (Reso 2012-46)	6/11/2024

CITY of GLENDORA

BUILDING & SAFETY

CITY of GLENDORA BUILDING & SAFETY

Building Permit Application Fee
(Building Valuation Data published by the International Code Council)

13% surcharge for file maintenance on all permits
Double Fee for work started without permit

Building Permit Fees

Item No.	Total Valuation	Current Fees	Last Updated
BP - 1.1	$1 to $500	$23.50	1/14/2003
BP - 1.2	$501 to $2,000	$23.50 for the first $500 + $3.05 for each additional $100, or fraction thereof, to and including $2,000.	1/14/2003
BP - 1.3	$2,001 to $25,000	$69.25 for the first $2,000 + $14.00 for each additional $1,000, or fraction thereof, to and including $25,000.	1/14/2003
BP - 1.4	$25,001 to $50,000	$391.25 for the first $25,000 + $10.10 for each additional $1,000, or a fraction thereof, to and including $50,000.	1/14/2003
BP - 1.5	$50,001 to $100,000	$643.75 for the first $50,000 + $7.00 for each additional $1,000, or fraction thereof, to and including $100,000.	1/14/2003
BP - 1.6	$100,001 to $500,000	$993.75 for the first $100,000 + $5.60 for each additional $1,000, or a fraction thereof, to and including $500,000.	1/14/2003
BP - 1.7	$500,001 to $1,000.000	$3,233.75 for the first $500,000 + $4.75 for each additional $1,000, or fraction thereof, to and including $1,000,000.	1/14/2003
BP - 1.8	$1,000,000 and up	$5,608.75 for the first $1,000,000 + $3.15 for each additional $1,000, or fraction thereof.	1/14/2003

Building Permit Fees - Other Inspections and Fees

Item No.	Service	Current Fees	Last Updated
BP - 2.1	Inspections outside of normal business hours (minimum charge - two hours)	$47.00 per hour*	1/14/2003
BP - 2.2	Re-inspection fees assessed under provisions of the California Building Code	$47.00 per hour*	1/14/2003
BP - 2.3	Inspection for which no fee is specifically indicated minimum charge - one half hour)	$47.00 per hour*	1/14/2003
BP - 2.4	Additional plan review required by changes, additions or revisions on plans (minimum charge - one half hour)	$47.00 per hour*	1/14/2003
BP - 2.5	For use of outside consultants for plan checking and inspections, or both	Actual costs**	1/14/2003
BP - 2.6	Intake Processing Fee	$25.00	6/10/2025

*Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

**Actual costs include administrative and overhead costs.

CITY of GLENDORA BUILDING & SAFETY

International Code Council (ICC) - Building Validation Data - February 2022

Other Building permit Application fees

Item No.	Service	Current Fees	Last Updated
BP - 3	Fire Suppression	$4,365*	6/26/2012
BP - 3	Factory Built Fireplace	$2,850*	6/26/2012
BP - 3	Masonry Fireplace	$7,815*	6/26/2012
BP - 3	Light Standards	$3,222*	6/27/2017
BP - 3	Monument	sf plus monument base valuation	6/26/2012

*Minimum valuation as set by the Building Official per the 2013 CBC, Section 109.3 or contractor valuation (whichever is greater).

Electrical Permit Application

13% surcharge for file maintenance on all permits
Double Fee for work started without permit
Add Plan Check per included Building Permit Fees (Refer to Item No. BP-1 and BP-2)

Item No.	Service		Current Fees	Last Updated
Elec - 1	Receptacles/Lights/Switches Total Outlets: First 20 Additional over 20		 $1.40 each $0.90	4/8/2008
Elec - 2	Lighting Fixtures: First 20 Additional over 20		 $1.40 each $0.90	4/8/2008
Elec - 3	Ranges/Clothes Dryers/Water Heaters		$5.65 each	4/8/2008
Elec - 4	Dishwasher/Stat Cook/Stat App (1/2 HP Max)		$5.65 each	4/8/2008
Elec - 5	Over	Not Over		4/8/2008
	1	1	$6.90 each	
	2	10	$14.10	
	11	50	$35.35	
	51	100	$70.55	
	101	500	$113	
	500		Sum of combined ratings	
Elec - 6	Signs		$56.35 each	4/8/2008
Elec - 7	Timers		$14.10	4/8/2008
Elec - 8	Service 0-600V			
	Not Over 200 Amp		70.27	6/26/2012
	Over 200 amp		56.35	6/26/2012
Elec - 9	New Dwellings: Per Square Foot		$0.07	1/14/2003
Elec - 10	New Apartments: Per Square Foot		$0.06	1/14/2003
Elec - 11	Temporary Power Poles		$28.25	4/8/2008
Elec - 12	Temporary Distribution Poles		$14.10	4/8/2008
Elec - 13	Carnivals		$23.50 per attraction	4/8/2008
Elec - 14	Swimming Pool/Spas		$61.35	4/8/2008
Elec - 15	Where No Fee is Set		$75.00	1/14/2003
Elec - 16	Issuance Fee Per Permit		$42.00	4/8/2008
Elec-17	Intake Processing Fee		$25.00	6/10/2025

CITY of GLENDORA BUILDING & SAFETY

Plumbing Permit Application

13% surcharge for file maintenance on all permits
Double Fee for work started without permit
Add Plan Check per included Building Permit Fees (Refer to Item No. BP-1 and BP-2)

Item No.	Service	Current Fees	Last Updated
Plum - 1	Toilet	$11.30	4/8/2008
Plum - 2	Bath Tub	$11.30	4/8/2008
Plum - 3	Shower	$11.30	4/8/2008
Plum - 4	Wash Basin	$11.30	4/8/2008
Plum - 5	Kitchen Sink	$11.30	4/8/2008
Plum - 6	Dishwasher	$15.00	6/27/2017
Plum - 7	Laundry Tub or Tray	$11.30	4/8/2008
Plum - 8	Automatic Washer	$11.30	4/8/2008
Plum - 9	Water Heater	$40.57	6/26/2012
Plum - 10	Solar Water Heater	$31.50	1/14/2003
Plum - 11	Water Softener	$11.30	4/8/2008
Plum - 12	Gas System	$15.00	6/27/2017
Plum - 13	Additional Gas Outlet Over 5	$2.65	4/8/2008
Plum - 14	Floor Drain	$11.30	4/8/2008
Plum - 15	Lawn Sprinkler System	$17.00	4/8/2008
Plum - 16	Misc. Water Piping	$15.00	6/27/2017
Plum - 17	Swimming Pool Piping	$24.25	4/8/2008
Plum - 18	Pea Trap	$11.30	4/8/2008
Plum - 19	Where No Fee is Set	$75.00	1/14/2003
Plum - 20	Issuance Fee Per Permit	$42.00	4/8/2008
Plum-21	Intake Processing Fee	$25.00	6/10/2025

CITY of GLENDORA BUILDING & SAFETY

Mechanical Permit Application

13% surcharge for file maintenance on all permits
Double Fee for work started without permit
Add Plan Check per included Building Permit Fees (Refer to Item No. BP-1 and BP-2)

Item No.	Service	Current Fees	Last Updated
MP - 1	**Refrigeration Compressor, Absorption Unit, or Fuel Burning Heater, Boiler, Furnace:** Vented Decorative Appliance Up to 100,000 BTU Up to 1,000,000 BTU Over 1,000,000 BTU	 $17.00 $31.20 $78.00	 4/8/2008 1/14/2003 1/14/2003
MP - 2	Air Handling Unit Up to 2,000 CFM Up to 10,000 CFM Over 10,000 CFM	 $17.00 $23.40 $39.00	 4/8/2008 1/14/2003 1/14/2003
MP - 3	Air Inlet or Outlet (not included above)	$7.90	1/14/2003
MP - 4	Appliance Vent (not included above)	$7.90	1/14/2003
MP - 5	Evaporative Cooler	$12.80	4/8/2008
MP - 6	Ventilation Fans Up to 10	$11.30	4/8/2008
MP - 7	Additional Fans Over 10	$3.75	4/8/2008
MP - 8	Ventilation System	$18.75	1/14/2003
MP - 9	Kitchen Hood & Exhaust System	$39.00	1/14/2003
MP - 10	Spray Booth, Exhaust System	$39.00	1/14/2003
MP - 11	Fire Dampers	$7.50	4/8/2008
MP - 12	Alter Duct System (not included above)	$18.50	4/8/2008
MP - 13	Where No Fee is Set	$75.00	1/14/2003
MP - 14	Issuance Fee Per Permit	$42.00	4/8/2008
MP - 15	Intake Processing Fee	$25.00	6/10/2025

Sewer Permit Application

10% surcharge for file maintenance on all permits
Double Fee for work started without permit
Add Plan Check per included Building Permit Fees (Refer to Item No. BP-1 and BP-2)

Item No.	Service	Current Fees	Last Updated
SWR - 1	House Sewer Connecting to Public Sewer	$56.75	4/8/2008
SWR - 2	Septic Tank Seepage Pit or Pits/Drain Field	$84.75	4/8/2008
SWR - 3	Overflow Seepage Pit Drain field Ext.	$28.25	4/8/2008
SWR - 4	Connect Additional Building/Work	$28.25	4/8/2008
SWR - 5	Alter, Repair or Abandon House Sewer	$28.25	4/8/2008
SWR - 6	Saddle Main Line	$61.50	4/8/2008
SWR - 7	Excavation (Under Sidewalk/Public Improvement)	$36.50	4/8/2008
SWR - 8	Grease Interceptor	$56.75	4/8/2008
SWR - 9	Where No Fee is Set	$75.00	4/8/2008
SWR - 10	Issuance Fee Per Permit	$42.00	4/8/2008
SWR – 11	Intake Processing Fee	$25.00	6/10/2025

Building Valuation Data – FEBRUARY 2025

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in August 2025. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the "average" construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2024 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are "average" costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget x (\%)}}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a $300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is $30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300{,}000 \times 75\%}{\$30{,}000{,}000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

Permit Fee = Gross Area x Square Foot Construction Cost
X Permit Fee Multiplier

Example

Type of Construction: IIB
Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.
Height: 2 stories
Permit Fee Multiplier = 0.0075
Use Group: B

1. Gross area:
   Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
   B/IIB = $265.76/sq. ft.
3. Permit Fee:
   Business = 16,000 sq. ft. x $265.76/sq. ft x 0.0075
   = $31,891.20

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.

- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).

- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs [a, b, c]

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	337.41	325.40	315.80	303.35	283.46	275.24	292.98	264.14	254.04
A-1 Assembly, theaters, without stage	309.77	297.76	288.16	275.71	256.07	247.85	265.35	236.75	226.65
A-2 Assembly, nightclubs	269.42	261.52	253.31	243.65	228.21	222.01	235.29	207.53	199.66
A-2 Assembly, restaurants, bars, banquet halls	268.42	260.52	251.31	242.65	226.21	221.01	234.29	205.53	198.66
A-3 Assembly, churches	314.40	302.40	292.80	280.35	260.82	252.61	269.98	241.51	231.40
A-3 Assembly, general, community halls, libraries, museums	264.03	252.03	241.42	229.98	209.33	202.12	219.61	190.01	180.91
A-4 Assembly, arenas	308.77	296.76	286.16	274.71	254.07	246.85	264.35	234.75	225.65
B Business	298.43	287.83	277.50	265.76	242.70	234.06	255.55	216.90	206.96
E Educational	282.06	272.26	263.65	252.74	235.87	223.82	244.04	206.65	200.02
F-1 Factory and industrial, moderate hazard	164.17	156.25	146.41	140.89	125.45	119.36	134.33	104.02	96.87
F-2 Factory and industrial, low hazard	163.17	155.25	146.41	139.89	125.45	118.36	133.33	104.02	95.87
H-1 High Hazard, explosives	153.17	145.25	136.41	129.89	115.76	108.67	123.33	94.33	N.P.
H234 High Hazard	153.17	145.25	136.41	129.89	115.76	108.67	123.33	94.33	86.17
H-5 HPM	298.43	287.83	277.50	265.76	242.70	234.06	255.55	216.90	206.96
I-1 Institutional, supervised environment	274.98	265.13	255.66	246.00	225.17	219.12	245.49	202.80	195.56
I-2 Institutional, hospitals	469.18	458.58	448.25	436.51	411.45	N.P.	426.30	385.65	N.P.
I-2 Institutional, nursing homes	323.68	313.08	302.75	291.01	269.45	N.P.	280.80	243.65	N.P.
I-3 Institutional, restrained	314.93	304.33	294.00	282.26	261.70	252.06	272.05	255.55	223.96
I-4 Institutional, day care facilities	274.98	265.13	255.66	246.00	225.17	219.12	245.49	202.80	195.56
M Mercantile	201.08	193.18	183.97	175.31	159.52	154.32	166.95	138.84	131.97
R-1 Residential, hotels	278.14	268.29	258.82	249.16	227.83	221.78	248.64	205.46	198.22
R-2 Residential, multiple family	232.26	222.41	212.94	203.28	183.19	177.15	202.77	160.82	153.58
R-3 Residential, one- and two-family [d]	215.90	210.16	205.11	200.73	194.02	187.11	204.78	180.41	169.09
R-4 Residential, care/assisted living facilities	274.98	265.13	255.66	246.00	225.17	219.12	245.49	202.80	195.56
S-1 Storage, moderate hazard	152.17	144.25	134.41	128.89	113.76	107.67	122.33	92.33	85.17
S-2 Storage, low hazard	151.17	143.25	134.41	127.89	113.76	106.67	121.33	92.33	84.17
U Utility, miscellaneous	117.65	110.72	103.00	98.58	87.79	82.02	93.83	69.49	66.20

a. Private Garages use Utility, miscellaneous
b. For shell only buildings deduct 20 percent
c. N.P. = not permitted
d. Unfinished basements (Group R-3) = $31.50 per sq. ft.

CITY of GLENDORA BUILDING & SAFETY

Building Valuation Data for Specialty Items

(Building valuation data for items not expressly set by the International Code Council (ICC) as stated in the "Building Standards" publication)

13% surcharge for file maintenance on Specialty Items
Double Fee for work started without permit
Add Plan Check per included Building Permit Fees (Refer to Item No. BP-1 and BP-2)

To determine the building valuation for the purpose of establishing a building permit fee, the valuation of a patio shall be as follows:

Item No.	Service	Current Fees	Last Updated
Spec - 1	Patio (Open): Valuation will be equal to the valuation of an open carport as set by the Annual Building Valuation Data. (Carport = 68.3% of garage value) per square foot (PSF), with a minimum plan check fee of $142.	$30.79 PSF	6/27/17
Spec - 2	Patio (Closed): Valuation will be equal to twice the valuation used for an open patio, per square foot, with a minimum plan check fee of $142.	$61.58 PSF	6/27/17

To determine the building valuation for the purpose of establishing a building permit fee, the valuation of a replacement roof shall be as follows:

Item No.	Service	Current Fees	Last Updated
Spec - 3	Composition or built up roof: (Fiberglass) Valuation will be determined at the rate of ($3) three dollars per square foot of roof area.	$3 PSF	4/8/2008
Spec - 4	All other roofing material: (Wood, shake, slate tile (need calculations) etc…). Valuation will be determined at the rate of ($6) six dollars per square foot of roof area.	$6 PSF	4/8/2008

CITY of GLENDORA BUILDING & SAFETY

To determine the building valuation for the purpose of establishing a building permit fee, the valuation of a swimming pool, spa or combination of a pool and spa shall be as follows:

Item No.	Service	Current Fees	Last Updated
Spec - 5	Swimming Pools: Valuation shall be determined at the rate of ($80) eighty dollars per square foot.	$80 PSF	6/26/2012
Spec - 6	Pool and Spa: Valuation will be determined at the rate of ($100) one-hundred dollars per square foot.	$100 PSF	6/24/2014

To determine the building valuation for the purpose of establishing a building permit fee, the valuation of a retaining wall shall be as follows:

Item No.	Service	Current Fees	Last Updated
Spec - 7	Retaining Walls: Valuation will be determined at the rate of $37.00 (thirty-seven dollars and zero cents) per square foot, calculated as length x width.	$37.00 PSF	6/27/17
Spec - 8	Free Standing Walls in excess of 6 feet in height: Valuation will be determined at $20 (twenty dollars) per square foot, calculated as length x width.	$20 PSF	4/8/2008

Item No.	Service	Current Fees	Last Updated
Spec - 9	Sign fees	Based on valuation with a minimum collected to cover two inspections plus plan check fees	4/8/2008
Spec - 10	Fire Alarm Check/Permits	$0.45 per square foot or per their valuation	4/8/2008
Spec - 11	Change of Occupancy	$185 per application	1/14/2003
Spec - 12	Temporary Occupancy Review	$225 per application for a 30-day period	8/23/2016
Spec - 13	Building Re-inspection	$72 per inspection to recover actual costs	6/26/2012
Spec - 14	Building Investigation	$170 per investigation to recover 100% of the cost	6/23/2015
Spec - 15	Lost Inspection Card	$42 per card	8/23/2016
Spec - 16	Commercial Solar	50 kilowatt (kW) or less: $1,000 Plan Check/ Permit Fee; 50 kW-250 kW: $1,000 + $7 per kW above 50 kW; More than 250 kW: $2,400 + $5.00 per kW above 250 kW	6/23/2015
Spec - 17	Residential Solar	$500 - Plan Check/Permit Fee (plus $15 per kW for each kW above 15 kW)	6/24/2014

CITY of GLENDORA

ENGINEERING

CITY of GLENDORA ENGINEERING

13% surcharge for file maintenance on all permits
Double Fee charged for work started without a permit

Subdivision Fees

Item No.	Service	Current Fees	Last Updated
E-1	Street Name Signs	$310 per set	4/8/2008
E-2	Traffic Signs	$300 per sign	4/8/2008
E-3	Street Lights (Administration)	$350 per light Deposit: $3,000 - Marbelite; $4,200 - Double Davit”	6/23/2020
E-4	Curb Stenciling	$11 per lot	4/8/2008

Parcel Map/Tract Map Development Fees

Item No.	Service	Current Fees	Last updated
E-5	Final Parcel Map Review	$1,805 per application plus actual costs for the third party technical review	4/8/2008
E-6	Final Tract Map Review	$1,954 per application + $13 per lot over 4 lots plus actual costs for the third party technical review	4/8/2008
E-7*	Final Map Amendment Review	$550 per application plus actual costs for the third party technical review	6/23/2020
E-8	Street Name Processing w/o Map	$2,011 per application	4/8/2008
E-9	Street Re-Name Processing	$2,011 per application	4/8/2008
E-10*	Street/Right-of-Way Abandonment Processing	$1,774 per application plus actual cost for third party technical review	7/10/2018
E-11	Building Address or Re-Address Processing without Map	$555 per application	6/11/2024

Drainage/Grading

Item No.	Service	Current Fees	Last Updated
E-12	Drainage Plan/Check/Inspections/ SWPP	$350 or actual cost	6/23/2020
E-13	Grading Plan Check/Inspection	Refer to Drainage/Grading Chart	4/8/2008
E-14	Grading Permit Fee	Refer to Drainage/Grading Chart	4/8/2008
E-15	Grading Bond	$1.92 per Cubic Yard, Cut & Fill Total	4/8/2008
E-16	Geotechnical/Soils Report Review	$550 or actual costs for the third party technical review	6/23/2020
E-17	Low Impact Development (LID Report)	$550 or actual costs for the third party technical review	6/23/2020

Encroachment Permits

Item No.	Service	Current Fees	Last Updated
E-18	Temporary Placement on Street Permit	$86 or actual cost	6/23/2015
E-19	Temporary Encroachment Permit	$86	4/8/2008
E-20	Permanent Encroachment Permit	$241	4/8/2008

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Plan Checks

Item No.	Service	Current Fees	Last Updated
E-21	Public Improvement Plan Check/ Inspection	5% of Engineer's Estimate of Construction Costs	1/14/2003
E-22	Traffic Control Plan Review	$350 or actual cost	6/22/2021
E-23	Miscellaneous Plan Review	350 or actual cost	6/22/2021
E-24	Signing/Striping Plan Check	$307 or actual cost	6/26/2012
E-25	SWPPP Review Fee Less than 1 acre 1 acre or more	 $350 or actual cost $550 or actual cost	6/23/2020
E-26	Traffic Study Review Fee	$550 or actual cost	6/23/2020
E-27	Delta Revision Fee	$307 or actual cost	6/26/2012
E-28	Delta Revision to Drainage/Grading Plans	Refer to Drainage/Grading Chart	6/26/2012
E-29	Stock Pile Plan Review Fee	$307 or actual cost	6/26/2012
E-30	Hydrology & Hydraulics Report Review Fee	$550 or actual cost	6/23/2020

Drive Approach Permits

Item No.	Service	Current Fees	Last Updated
E-31	Residential Drive Approach	$145 plus actual costs if over two (2) inspections	6/27/2017
E-32	Commercial Drive Approach	$300 plus actual costs if over three (3) inspections	6/23/2020

Excavation Permits*

Item No.	Service	Current Fees	Last Updated
E-33	Natural Soil Excavation (sod/earth)	$145 plus actual costs if over two (2) inspections Plus Plan Check Fee of 40% of Permit Fee.	7/10/2018
E-34	Paved Surfaces: 1 – 50 square foot 51 – 300 square foot 301 – 600 square foot 601 – 1,000 square foot Over 1,000 square foot	 $145 per permit or actual costs plus $150 deposit $300 Deposit: $1,000 $450 Deposit: $4 per square foot $691 Deposit: $3,000 $691 plus $25 for every 100 sq. ft. over 1,000 sq. ft. Deposit: $3,000 plus $1 per sq. ft. over 1,000	 6/27/2017 7/9/2019 7/9/2019 7/9/2019 7/9/2019
	Plus Plan Check Fee of 40% of Permit Fee applicable to all square footage		

Curb, Gutter, Sidewalk & Paving Permits

Item No.	Service	Current Fees	Last Updated
E-35	Curb and/or Gutter 0 - 100 linear foot Over 100 linear foot	 $145 or actual cost $145 plus $1 per linear foot over 100 linear feet	 6/27/2017 6/27/2017
E-36	Sidewalk 0 - 100 sq. ft. Over 100 sq. ft.	 $145 $145 plus $1 per sq. ft. over 100 sq. ft.	 6/27/2017 7/9/2019
E-37	Minor Curb Cut/Drilling (Core) Per Curb location	 $145	 6/27/2017
E-38	Paving	Refer to Excavation Permit - Paved Surfaces for cost (No Deposit Required)	4/8/2008

CITY of GLENDORA ENGINEERING

13% surcharge for file maintenance on all permits

Double Fee charged for work started without a permit

Sewer Fees

Item No.	Service	Current Fees	Last Updated
E-39	House Sewer Connecting to Public Sewer	$145	6/27/2017
E-40	Sewer Front Footage	$6.50 per front foot	4/8/2008
E-41	Sewer Acreage	$730 per acre for lots over 150 ft. deep	4/8/2008
E-42	Sewer Main Inspection Fee	$1 per linear foot	6/23/2015
E-43	Manhole, Junction Structure, etc. Inspection	$71	6/23/2015
E-44	Sewer Area Study Review Fee	$550 or actual cost	6/23/2020

Miscellaneous Fees

Item No.	Service	Current Fees	Last Updated
E-45	Pool Drainage Permit	$73	6/27/2017
E-46	Sign Impound Fee	$100	4/8/2008
E-47	Newsrack Registration (per rack)	$68	6/23/2015
E-48	Easement Quitclaim Deed Processing	$445 plus actual costs for third party technical review	6/27/2017
E-49	Oversized Transportation Permit	$16 Single Trip, No Annual Permits	6/27/2017
E-50	Moving Building/House	$75 Permit Fee Deposit: $1,000	4/8/2008
E-51	Hazardous Material Spill: Cleanup & Disposal Sewage Spill Cleanup Damage to City Property/ Repair	Fully allocated hourly rates for all responding personnel** **And/or actual materials cost and/or actual costs of 3rd party services.	4/8/2008
E-52	Construction and Demolition (C&D) Waste Management Plan Administration	Projects with a valuation less than $100,000: City Approved Haul $0; Self-Haul $80 Projects with a valuation greater than $100,000: City Approved Haul $80; Self-Haul $160	6/27/2017
E-53	Preferential Parking District - Establishment or Modification	Actual Costs incurred by the City to create or modify district.	6/25/2013

Miscellaneous Inspections

Item No.	Service	Current Fees	Last Updated
E-54	Inspections (after hours/weekends)	Actual cost - 2 hour minimum	4/8/2008
E-55	Re-inspections	Actual cost	4/8/2008
E-56	Inspection (no indicated fee)	Actual cost - 1/2 hour minimum	4/8/2008
E-57	3rd Party Consultants	Actual cost	4/8/2008

CITY of GLENDORA ENGINEERING

Wireless Telecommunication Facilities (Public Right-of-Way)

Item No.	Service	Current Fees	Last Updated
E-58	Administrative Wireless Telecommunications Facility Permit Fees - Small Wireless Facilities		
	Flat Fee for Review (Includes First and Second Submittals)	$3,650.00	4/23/2019
	Deposit for Additional Services (Following Exhaustion of Flat Fee)	$1,650.00	4/23/2019
	Additional Cost (Following exhaustion of Deposit)	Dependent on Deposit Fees *	4/23/2019
E-59	Administrative Wireless Telecommunications Facility Permit Fees - Eligible Facilities Request		
	Flat fee for review	$450	4/23/2019
	Additional Cost (Following exhaustion of Flat Fee)	Dependent on Deposit Fees *	4/23/2019
E-60	Major Wireless Telecommunications Facility Permit Fees - Non-Administrative		
	Flat Fee for Review (Includes First and Second Submittals)	$7,950.00	4/23/2019
	Deposit for Additional Services (Following Exhaustion of Flat Fee)	$1,650.00	4/23/2019
	Additional Cost (Following exhaustion of Deposit)	Dependent on Deposit Fees *	4/23/2019

*Prior to permits being issued, final costs will be calculated and charged to the Applicant if they exceed deposit fees.

National Pollutant Discharge Elimination System (NPDES)

Item No.	Service	Current Fees	Last Updated
E-61	NPDES - Current Construction Inspection	$145 plus actual cost if over two (2) inspections	6/27/2017
E-62	NPDES Automotive Inspection	$240; each follow-up $150	6/27/2017
E-63	NPDES Gas Station Inspection	$230; each follow-up $150	6/27/2017
E-64	NPDES Industrial Inspection	$270; each follow-up $150	6/27/2017
E-65	NPDES Restaurant Inspection	$140; each follow-up $150	6/27/2017
E-66	NPDES - Nursery	$240; each follow-up $150	6/27/2017
E-67	NPDES Non-Industrial Inspection	$240; each follow-up $150	6/27/2017

GRADING & DRAINAGE PLAN CHECK / INSPECTION FEES
GRADING PERMIT FEES

DRAINAGE PLAN CHECK FEE (1-50 CUBIC YDS.): $307

GRADING PLAN CHECK/INSPECTION FEES: Refer to chart below
GRADING PERMIT FEES: Refer to chart below

GRADING BONDS: $1.92 per C.Y. CUT & FILL

CUBIC YARDS			PLAN CK. FEE	PERMIT FEE	TOTAL FEES
51	-	100	$307	$370	**$677**
101	-	200	$384	$447	**$831**
201	-	300	$461	$524	**$985**
301	-	400	$538	$601	**$1,138**
401	-	500	$614	$677	**$1,292**
501	-	600	$691	$754	**$1,445**
601	-	700	$768	$831	**$1,599**
701	-	800	$845	$908	**$1,753**
801	-	900	$922	$985	**$1,906**
901	-	1,000	$998	$1,061	**$2,060**
1,001	-	2,000	$1,094	$1,157	**$2,252**
2,001	-	3,000	$1,190	$1,253	**$2,444**
3,001	-	4,000	$1,286	$1,349	**$2,636**
4,001	-	5,000	$1,382	$1,445	**$2,828**
5,001	-	6,000	$1,478	$1,541	**$3,020**
6,001	-	7,000	$1,574	$1,637	**$3,212**
7,001	-	8,000	$1,670	$1,733	**$3,404**
8,001	-	9,000	$1,766	$1,829	**$3,596**
9,001	-	10,000	$1,862	$1,925	**$3,788**
10,001	-	11,000	$1,997	$2,060	**$4,057**
11,001	-	12,000	$2,131	$2,194	**$4,325**
12,001	-	13,000	$2,266	$2,329	**$4,594**
13,001	-	14,000	$2,400	$2,463	**$4,863**
14,001	-	15,000	$2,534	$2,597	**$5,132**
15,001	-	16,000	$2,669	$2,732	**$5,401**
16,001	-	17,000	$2,803	$2,866	**$5,669**
17,001	-	18,000	$2,938	$3,001	**$5,938**
18,001	-	19,000	$3,072	$3,135	**$6,207**
19,001	-	20,000	$3,206	$3,269	**$6,476**
20,001	-	21,000	$3,341	$3,404	**$6,745**
21,001	-	22,000	$3,475	$3,538	**$7,013**
22,001	-	23,000	$3,610	$3,673	**$7,282**
23,001	-	24,000	$3,744	$3,807	**$7,551**
24,001	-	25,000	$3,878	$3,941	**$7,820**
25,001	-	26,000	$4,013	$4,076	**$8,089**
26,001	-	27,000	$4,147	$4,210	**$8,357**
27,001	-	28,000	$4,282	$4,345	**$8,626**
28,001	-	29,000	$4,416	$4,479	**$8,895**
29,001	-	30,000	$4,550	$4,613	**$9,164**
30,001	-	31,000	$4,685	$4,748	**$9,433**
31,001	-	32,000	$4,819	$4,882	**$9,701**
32,001	-	33,000	$4,954	$5,017	**$9,970**
33,001	-	34,000	$5,088	$5,151	**$10,239**
34,001	-	35,000	$5,222	$5,285	**$10,508**

CUBIC YARDS			PLAN CK. FEE	PERMIT FEE	TOTAL FEES
35,001	-	36,000	$5,357	$5,420	**$10,777**
36,001	-	37,000	$5,491	$5,554	**$11,045**
37,001	-	38,000	$5,626	$5,689	**$11,314**
38,001	-	39,000	$5,760	$5,823	**$11,583**
39,001	-	40,000	$5,894	$5,957	**$11,852**
40,001	-	41,000	$6,029	$6,092	**$12,121**
41,001	-	42,000	$6,163	$6,226	**$12,389**
42,001	-	43,000	$6,298	$6,361	**$12,658**
43,001	-	44,000	$6,432	$6,495	**$12,927**
44,001	-	45,000	$6,566	$6,629	**$13,196**
45,001	-	46,000	$6,701	$6,764	**$13,465**
46,001	-	47,000	$6,835	$6,898	**$13,733**
47,001	-	48,000	$6,970	$7,033	**$14,002**
48,001	-	49,000	$7,104	$7,167	**$14,271**
49,001	-	50,000	$7,238	$7,301	**$14,540**

50,001-100,000	$7,238 FOR FIRST 50,000 C.Y. PLUS $115 PER 1,000 C.Y OR FRACTION THEREOF OVER 50,000 Permit fee is equal to the plan check fee plus $63 issuance fee.
OVER 100,000	$12,998 FOR FIRST 100,000 C.Y. PLUS $58 PER 1,000 C.Y. OR FRACTION THEREOF OVER 100,000 Permit fee is equal to the plan check fee plus $63 issuance fee.

To calculate fee, use larger of either cut or fill in cubic yards.

Other Inspections and Fees:

1) Inspections outside normal business hours (min. charge - 2 hrs.):	$47.00 per hour[1]
2) Reinspection fees assessed under provisions of Calif. Bldg. Code, Section 305.8:	$47.00 per hour[1]
3) Inspections for which no fee is specifically indicated (min. charge - .5 hour):	$47.00 per hour[1]
4) Additional plan review required by changes, additions or revisions to plans (min. charge - .5 hour):	$47.00 per hour[1]
5) For use of outside consultants for plan checking and/or inspections:	Actual costs[2]

[1]Or the total hourly cost to the jurisdiction, whichever is the greatest.
This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
[2]Actual costs include administrative and overhead costs.

CITY of GLENDORA

PUBLIC SAFETY

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PUBLIC SAFETY

Item No.	Service	Current Fees	Last Updated
PD-1	Adult Business Entertainer Permit	$21 per application	4/8/2008
PD-2	Adult Business License	$641 per application	4/8/2008
PD-3	Animal Control Services	Food & Care: Dog $10 Cat $10 Small Animal $5 Medium Animal $10 Large Animal $40 Biter (OBS) $20	6/22/2021
PD-4	Animal Impound	Dog 1st offense—altered $30 Dog 1st offense—unaltered $50 Dog 2nd offense—altered $70 Dog 2nd offense—unaltered $100 Dog 3rd offense—altered $120 Dog 3rd offense—unaltered $120 Cat—altered $5 Cat—unaltered $5 Small Animal $15 Medium Animal $25 Large Animal: $60	6/22/2021
PD-5	Animal License Issuance	Cat License Altered/S/C $5 Unaltered/S/C $10 Penalty $10 Dog License Unaltered $100 Altered $30 S/C Unaltered $100 S/C Altered $10 Veteran Disability Altered $0 Penalty $50 Potentially Dangerous $125	6/22/2021
PD-6	Animal Retrieval/Disposal	Owner Released – licensed: Per Animal $40 Per Litter $30 O/R pickup live $30 O/R pickup dead $20 Owner Released – unlicensed: Per Animal $100 Per Litter $100 O/R pickup live $100 O/R pickup dead $100	6/22/2021
PD-7	Bicycle Licenses	$6.00 for new license. Three years; no proration (GMC 10.24.040) $3.00 for renewal. Expires 12/31 of third year (GMC 10.24.120)	8/10/2010
PD-8	Code Enforcement Investigation	Various fines from $50 to $1,500; Charge full cost recovery if the case goes to court; $100 re-investigation fee (before going to court).	7/9/2019
PD-9	Cost Recovery of Graffiti Damage Caused by a Minor	Reimbursement by parents/guardians of minors must be made for the actual cost of repair of civil damages including court costs and attorney's fees. [GMC 9.52.020(c)]	8/10/2010

CITY of GLENDORA

PUBLIC SAFETY

Item No.	Service	Current Fees	Last Updated
PD-10	Disabled Placard Valid but Not Properly Displayed	$25 administrative fee to process cancellation of a citation in any case where the individual who received the citation can show proof that he or she had been issued a valid placard at the time the citation was received. (CVC §40226)	8/10/2010
PD-11	DUI Incident Response Investigation	Charge the fully allocated hourly rate for all emergency personnel responding, not to exceed $12,000 per incident (per State law).	8/10/2010
PD-12	Fingerprint Card	$20 per card for Livescan fingerprinting plus the actual costs charged by the State of California Department of Justice and/or Federal Bureau of Investigation, if applicable.	4/8/2008
PD-13	Impound Vehicle Release	$120 per vehicle	6/26/2012
PD-14	Inspection, documentation and registration of vacant property or property in foreclosure	$200	7/9/2019
PD-15	Massage Business Permit	$350 per application	4/8/2008
PD-16	Massage Business Permit Renewal	$350 annually	8/10/2010
PD-17	Massage Tech/Practitioner Permit	$297 per application	4/8/2008
PD-18	Massage Tech/Practitioner Permit Renewal	$297 annually	8/10/2010
PD-19	Massage Business Location Change	$182 per application	4/8/2008
PD-20	Massage Business Sale/Transfer	$350 per application	4/8/2008
PD-21	Noise Disturbance Response Call-Back / Alcohol consumed by a Minor	1st Response: No charge; 2nd Response: $100 plus EE service cost; 3rd Response: $250 plus EE service cost; 4th Response: $500 plus EE service cost; 5th Response: $1,00 plus EE service cost; 6th and subsequent Responses: $2,500 plus EE service cost (GMC 9.44.198)	10/27/2020
PD-22	Parade/Special Event Permit	New: $580; Repeat: $190	1/14/2003
PD-23	Parking Permit - Early Morning	$5/day; $75 per year	4/8/2008
PD-24	Police Computer Records Search	$60 per hour	8/10/2010
PD-25	Police Photo Reproduction	$33 per request plus outside reproduction costs	4/8/2008
PD-26	Police Report Copy	First five (5) pages free, $.15 per pg thereafter.	4/8/2008
PD-27	Police Special Services	Actual cost for Special Police Services requiring a regular peace officer: Three hour minimum. Actual cost for Special Police Services requiring a non-peace officer or reserve police officer: Three hour minimum	8/10/2010
PD-28	Records Check/Clearance Letter	$25 per letter	1/14/2003
PD-29	Street Vendor Permit	New: $275 per application Renewal: $165 per application	4/8/2008
PD-30	Vehicle Equipment Correction Inspection	$25 per inspection (except for GPD -issued citations)	7/9/2019
PD-31	Video/Audio Disk Reproduction	$25 per disk	7/9/2019
PD-32	Weapons Storage Processing	$50 release fee for firearms	7/9/2019
PD-33	Traffic Collision Report	$20 per report	7/9/2019

CITY of GLENDORA PUBLIC SAFETY

Item No.	Service	Current Fees	Last Updated
TBD	Sidewalk Vendor - Impounding Equipment and Merchandise	$200	6/10/2025

Alarm Fees

Item No.	Service	Current Fees		Last Updated
PD-34	Alarm Permit Residential Commercial	$40 per permit annually $50 per permit annually		12/10/2019
PD-35	False Alarm Fines	Permitted*	Non-Permitted*	12/10/2019
		1st: No Charge	1st: $50	
		2nd: $75 (or no charge if watch video)	2nd: $175 (or no charge if watch video)	
		3rd: $150	3rd: $200	
		4th: $250	4th: $350	
		5th: $250	5th: $350	
		*per calendar year		
PD-36	Alarm Permit Late Registration	$10		12/10/2019
PD-37	Alarm System Appeal Fee	$60 (under 30 minutes) $120 (over 30 minutes)		12/10/2019
PD-38	Alarm Fee Late Charge	$25		12/10/2019
PD-39	Alarm Permit Reinstatement Fee	$100		12/10/2019
PD-40	Automatic Dialing Fee	$100		12/10/2019
PD-41	Operating Suspended Alarm System	$200		12/10/2019
PD-42	Audible Alarm Violation	$100		12/10/2019
PD-43	Failure to Report New Install	$50		12/10/2019
PD-44	Failure to Report Disconnected Alarm	$50		12/10/2019
PD-45	False Alarm caused by Alarm company	$100		12/10/2019
PD-46	False statement by Alarm company	$200		12/10/2019

Carry Concealed Weapon (CCW)

Item No.	Service	Current Fees	Last Updated
PD-47.1	Carry Concealed Weapon (CCW) - New Application	$389	6/10/2025
PD-47.2	Carry Concealed Weapon (CCW) - Amended Application	$10	6/14/2022
PD-47.3	Carry Concealed Weapon (CCW) - Live Scan	$20	6/14/2022
PD-47.4	Carry Concealed Weapon (CCW) - Renewal	$129	6/10/2025

CITY of GLENDORA PUBLIC SAFETY

Parking Violation Fees

California Vehicle Code Violations

Item No.	Service	Current Fees	Last Updated
Veh - 1	Prohibited parking on public grounds	$51 (CVC 21113)	8/10/2010
Veh - 2	No front license plate	$51 [CVC 5200(a)]	8/10/2010
Veh - 3	Failure to display registration tab	$51 [CVC 5204]	8/10/2010
Veh - 4	Current year tab required	$51 [CVC 5204(a)]	8/10/2010
Veh - 5	Parked within intersection	$51 [CVC 22500(a)]	8/10/2010
Veh - 6	Parked on crosswalk	$51 [CVC 22500(b)]	8/10/2010
Veh - 7	Parked in painted zone	$51 [CVC 22500(c)]	8/10/2010
Veh - 8	Parked within 15 ft. of fire station	$51 [CVC 22500(d)]	8/10/2010
Veh - 9	Parked on sidewalk	$51 [CVC 22500(f)]	8/10/2010
Veh - 10	Parked at street excavation	$51 [CVC 22500(g)]	8/10/2010
Veh - 11	Double parked	$51 [CVC 22500(h)]	8/10/2010
Veh - 12	Parked in a bus zone	$255 [CVC 22500(i)]	8/10/2010
Veh - 13	Parked on bridge	$51 [CVC 22500(k)]	8/10/2010
Veh - 14	Parked blocking disabled ramp	$336 [CVC 22500(l)]	8/10/2010
Veh - 15	Parked in fire lane	$255 (CVC 22500.1)	8/10/2010
Veh - 16	Parked in excess of 18 inches of curb/ wrong side	$51 (CVC 22502)	8/10/2010
Veh - 17	Parked/obstructing handicapped space	$336 (CVC 22507.8)	8/10/2010
Veh - 18	Parked too close to fire hydrant	$51 (CVC 22514)	8/10/2010
Veh - 19	Parked without setting brake, stopping motor	$51 (CVC 22515)	8/10/2010
Veh - 20	Parked blocking access ramp	$336 (CVC 22522)	8/10/2010

Glendora Municipal Code Parking Violations

Item No.	Service	Current Fees	Last Updated
Veh - 21	Parked vehicle with for sale sign	$51	8/10/2010
Veh - 22	Early morning parking prohibited	$51	8/10/2010
Veh - 23	Failure to obey curb markings	$51	8/10/2010
Veh - 24	Parking in excess of 72 hours	$51	8/10/2010
Veh - 25	Parking on public property in violation of signs	$51	8/10/2010
Veh - 26	Commercial Vehicle: Parked in residential area	$86	8/10/2010
Veh - 27	Commercial Vehicle: Parked in commercial area	$51	8/10/2010
Veh - 28	Parking in violation of posted sign	$51	8/10/2010
Veh - 29	Parked with sign advertising event	$51	8/10/2010
Veh - 30	Preferential parking permit required	$51	8/10/2010
Veh - 31	Selling from parked vehicle	$51	8/10/2010
Veh - 32	Parked in violation of posted signs	$51	8/10/2010
Veh - 33	Late Penalty	$45	8/10/2010

CITY of GLENDORA

UTILITIES & MAINTENANCE

CITY of GLENDORA
UTILITIES & MAINTENANCE

Item No.	Service	Current Fees	Last Updated
UMT-1	Damage to City Property Repair	The fully allocated hourly rates for all responding personnel and actual materials cost and/or actual costs of 3rd party services.	04/8/2008
UMT-2	Service Reconnect Fees	Delinquent (Business hours, Customer receiving social assistance): $50.00 Delinquent (Outside of business hours, Customer receiving social assistance): $150.00 Delinquent (Business Hours): $70.00 Delinquent (Outside of Business Hours): $150.00 Non-Delinquent (Business Hours): $77.00 *Note: The first request will be at no cost to the customer. Fees will be applied on subsequent requests.* Non-Delinquent (Outside of Business Hours): $112.00 Non-Delinquent (After midnight): $128.00 (GMC 14.20.180)	06/11/2024
UMT-3	Hazardous Material Spill Cleanup and Disposal	Charge the fully allocated hourly rates for all responding personnel and actual materials cost and/or actual costs of 3rd party services.	04/8/2008
UMT-4	Sewage Spill Cleanup	Charge the fully allocated hourly rates for all responding personnel and actual materials cost and/or actual costs of 3rd party services.	04/8/2008
UMT-5	Street Light Maintenance	Assessment District assessments to those parcels which receive a direct benefit.	4/8/2008
UMT-6	Temporary Water Meter Rental Service	$29 per meter plus deposit	8/10/2010
UMT-7	Water Bill Penalties	10% of original amount billed (GMC 14.20.030)	8/10/2010
UMT-8	Water Conservation Violations	The first water conservation violation will result in a written warning; subsequent violations in the same 12 month period are subject to fines of $150, $250, and $1,000 respectively. The $1,000 fine shall be treated as a misdemeanor. (GMC 14.34.090)	8/10/2010
UMT-9	Water System Inspection	Lateral for ADU: $935.00 per inspection	6/11/2024
		Convert private pipe to City: $1,100.00	6/11/2024

CITY of GLENDORA

UTILITIES & MAINTENANCE

Item No.	Service	Current Fees	Last Updated
UMT-10	Integrated Waste Management Franchise Fee	Franchise Fee shall continued to be 10.6% between May, 2014 and June 30, 2015. On July 1, 2015 thru August 31, 2024, the franchise fee shall be 11% as stated and approved in the Franchise Agreement between the City and Arakelian Enterprises Inc.	6/24/2014
UMT-11	Vehicle and Equipment Rental Rates	Various rates using the Caltrans “Labor Surcharge and Equipment Rental Rates”	8/23/2016
UMT-12	Manual Meter Read Fee	$60.00 per billing cycle will be added to any water billing account that refuses the new Flexmeter System installation	6/11/2024
UMT-13	ACH Return Fee (incorrect bank information)	$27.00	6/11/2024
UMT-14	Chargeback Fee (Customer Disputed Bill Penalty)	$35.00	6/11/2024
UMT-15	New Account Application/Activation Fee (Processing Fee, excluding meter installation)	$77.00	6/11/2024
UMT-16	Deposits for Service	$200.00	6/11/2024
UMT-17	Door Hanger Fee	$20.00	6/11/2024
UMT-18	Trip Charge for Additional Visit	$76.00	6/11/2024
UMT-19	Temporary Construction Meter Processing Fee/ Fire Hydrant Meter Setup and Removal Fee (One-time)	$281.00	6/11/2024

CITY of GLENDORA
UTILITIES & MAINTENANCE

Water Service Installation Charges

The Water Division reserves the right to decline service installation requests if the current workload of waterline failures is threatening fire protection or domestic service reliability.

The Water Division will no longer install water services above two inches in diameter. Contractor installed water services above two inches in diameter will require an engineered plan approved by the Water Division.

Water Service Size	Flow (In GPM)	10 feet Minimum	11 feet to 20 feet	21 feet to 30 feet*	Last Updated
1”	50	$5,762.40	$5,844.40	$6,082.90	07/9/2019
2”	160	$6,388.03	$6,574.03	$6,916.53	07/9/2019

*The Water Division will individually evaluate service installation requests greater than 30 feet.

Water Meter and Meter Box Charges

Meter Size	Meter Cost*	Meter Box*	Labor @ 2 hours	Service Truck @ 2 hours	Totals	Last Updated
3/4”	$361.36	$161.98	$334.00	$64.96	$922.30	06/10/2025
1”	$443.17	$275.77	$334.00	$64.96	$1,117.90	06/10/2025
1 1/2”	$1,133.15	$343.19	$334.00	$64.96	$1,875.30	06/10/2025
2”	$1,420.37	$343.19	$334.00	$64.96	$2,162.52	06/10/2025

*Water meter and/or water meter box can be sold separately to a qualified contractor.

Miscellaneous Water Fees and Charges

Description	Current Fees	Last Updated
Water Front Footage Fee charged when no prior meter existed	$8.00 per foot (GMC 14.20.160)	04/8/2008
Acreage Charges Fee charged when served from Zone 2 or higher	$4,658.50 per acre	04/8/2008
Backflow Preventer Installation	$152.00	06/11/2024
Fire Hydrant Flow Test (office study performed with hydraulic model)	$551 per fire hydrant	06/11/2024
Fire Hydrant Flow Test (Field Test)	$512 per fire hydrant	06/11/2024
Fire Flow Availability Form	$299.00 per request	06/11/2024
Fire Hydrant Inspections (Private Hydrant Inspection)	$670.00	06/11/2024
Fire Services / Protection (Fixed)	$9.00 per diameter inch (monthly charge)	06/11/2024
Fire Hydrant Meter Deposit	$1,851.00 (GMC 14.20.090)	06/11/2024
Quitclaim of Water Easement	$445.00 plus actual costs for third party technical review	06/11/2024
Irrigation Plan Review/Water System Inspection (Non-Tract)	$235.00	06/11/2024
Fire Service Plan Review/Water Service Installation Plan Review	$310 or actual cost	06/11/2024
Water Meter Test Note – Fees refunded if meter is running fast	¾” – 2” : $308.00 Plus outside costs	06/11/2024

CITY of GLENDORA

UTILITIES & MAINTENANCE

Miscellaneous Water Fees and Charges

Description	Current Fees	Last Updated
Water Quality Testing - the first quality test requested will be at no cost to the customer. Fees will be applied on subsequent requests	Fee will be based on the type of test, current lab test fees, and the actual cost of labor.	06/11/2024
Bacterial Sample Test	$517.00	06/11/2024
Pressure Test - the first test will be at no cost to the customer. Fees will be applied on subsequent requests.	$296.00	06/11/2024
Hydrant Lock Fee (new lock with installation)	$212.00	06/11/2024
Hydrant- Handle replacement fee	$79.00	06/11/2024
Broken lock/ damage costs & service. For severe damages, Customer will refer to UMT-1.	$212.00	06/11/2024

Bi-Monthly Meter Connection Charge*

Description	Current Fees	Last Updated
5/8 & 3/4 inch	$87.93	01/01/2025
1 inch	$138.24	01/01/2025
1.5 inch	$264.76	01/01/2025
2 inch	$426.04	01/01/2025
3 inch	$1,013.74	01/01/2025
4 inch	$1,013.74	01/01/2025
6 inch	$2,225.21	01/01/2025
8 inch	$2,225.21	01/01/2025

*Shall be automatically increased based on the percentage change in the Consumer Price Index (CPI) from October to October for calendar years 2025 – 2028, not to exceed 5% each year. Extraordinary increases may be brought to the City Council for consideration and approval.

Bi-Monthly Consumption Tiers (CCF)

	Tier 1	Tier 2	Tier 3	Tier 4	Last Updated
5/8 inch	0-12	13-38	39-76	>76	06/11/2024
3/4 inch	0-12	13-38	39-76	>76	06/11/2024
1 inch	0-18	19-67	68-134	>134	06/11/2024
1.5 inch	0-42	43-134	135-268	>268	06/11/2024
2 inch	0-64	65-220	221-440	>440	06/11/2024
3 inch	0-181	182-419	420-838	>838	06/11/2024
4 inch	0-181	182-658	659-1,316	>1,316	06/11/2024
6 inch	0-328	329-2,341	2,342-4,682	>4,682	06/11/2024
8 inch	0-328	329-2,341	2,342-4,682	>4,682	06/11/2024

CITY of GLENDORA

UTILITIES & MAINTENANCE

Consumption Rates for Water & Elevations (CCF)*
Fee is Tier cost plus Elevation

Zone	Tier 1	Tier 2	Tier 3	Tier 4	Elevation	Last Updated
Zone A	$1.80	$2.76	$3.72	$4.68	$0.23	01/01/2025
Zone B	$1.80	$2.76	$3.72	$4.68	$1.05	01/01/2025
Zone C	$1.80	$2.76	$3.72	$4.68	$2.12	01/01/2025
Zone D	$1.80	$2.76	$3.72	$4.68	$3.51	01/01/2025

*Shall be automatically increased based on the percentage change in the Consumer Price Index (CPI) from October to October for calendar years 2025 – 2028

NOTICE OF PUBLIC HEARING

CITY COUNCIL

YOU MAY BE AFFECTED BY THE FOLLOWING:

NOTICE IS HEREBY GIVEN that the City Council of the City of Glendora will hold a public hearing in the City Council Chambers of City Hall, 116 E. Foothill Boulevard, Glendora, California, on Tuesday, June 10, 2025, at 7:00 p.m. to receive and consider all evidence and reports relative to a resolution amending the City of Glendora Master Fee Schedule of fees and charges for City Services.

All interested parties are invited to attend said hearing and express their views on this matter. Should you be unable to attend the public hearing, your testimony must be made in writing and delivered prior to the scheduled hearing date as follows: City Clerk Office, 116 E. Foothill Blvd, Glendora, CA, 91741, City_Clerk@cityofglendora.gov.

Further information on this item will be posted to the city's website at CityofGlendora.gov/citymeetings and will be on file for public inspection and copying for the cost of duplication, at the Office of the City Clerk, 116 E. Foothill Blvd, Glendora, CA, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, exclusive of holidays, within those hours for agenda posting and public inspection as required by the Ralph M. Brown Act, California Government Code 54950 et seq. as applicable to this meeting.

If you challenge this action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Published San Gabriel Valley Examiner: May 22, 2025
May 29, 2025

E-Mailed: May 19, 2025

CERTIFICATION

I, Kathleen R. Sessman, City Clerk/Communications Director of the City of Glendora, hereby certify that I posted a copy of this Notice on the bulletin board outside the City Hall Council Chamber, 116 E. Foothill Boulevard on May 19, 2025.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

MASTER FEE SCHEDULE

FINANCE DEPARTMENT
CITY COUNCIL MEETING
JUNE 10, 2025
KYLE JOHNSON, FINANCE DIRECTOR/CITY TREASURER

UPDATES OR NEW REQUESTS

Whenever new fees are added or an existing fee is changed, the fees are calculated or adjusted according to the following guidelines:

- Full recovery of third-party costs;
- Fully-allocated employee personnel costs; and
- Established cost recovery ratios.

SUMMARY OF UPDATES

Section	Summary Description	Reason
Administration	• Clarify language with certain passport fees.	• Compliance • Consistency
Recreation & Human Services	• Certain fees for field rentals were updated due to GUSD MOU	• Consistency • Compliance
Library	• Clarification in language used	• Compliance • Consistency
Planning	• Clarify language to include technical review	• Cost Recovery
Building & Safety	• Additional fee to include intake processing	• Cost Recovery
Public Safety	• Update to certain Carry Concealed Fees set by DOJ	• Compliance • Consistency
Utilities & Maintenance	• Update of fees to recover increase cost of materials & reflect current water use charges.	• Cost Recovery

Glendora

NEXT STEPS

- Approved Master Schedule of Fees for Service will be posted to the City's website.
- Departments will update their forms and processes to include any new and/or adjusted fees.
- Continually evaluate FY2026 revenue assumptions.

RECOMMENDATIONS

That the City Council:

- Adopt a City Council Resolution entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, ESTABLISHING THE MASTER SCHEDULE OF FEES FOR SERVICE AND AMENDING CITYWIDE FEES FOR COST OF SERVICE FOR FISCAL YEAR 2025-2026.”

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Finance**	**DISTRICT(S):**	**Citywide**

SUBJECT: **Public Hearing to Consider Resolutions Adopting the Two-Year Budget of the City of Glendora for Fiscal Years 2025-26 and 2026-27, Adopting the Investment Policy for Fiscal Year 2025-26, Delegating Investment Authority, Establishing Job Classes, and Determining and Establishing the GANN Appropriations Limit for Fiscal Year 2025-26**

RECOMMENDATION

That the City Council, Housing Authority, Finance Authority, Successor Agency:

1. Adopt a Joint Resolution of the City Council, Successor Agency, Housing Authority and Finance Authority entitled, "A JOINT RESOLUTION OF THE CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AUTHORITY AND FINANCE AUTHORITY ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027;"
2. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL DETERMINING AND ESTABLISHING GANN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIIIB OF THE CALIFORNIA CONSTITUTIONS AND GOVERNMENT CODE SECTION 4910;"
3. Adopt a Joint Resolution of the City Council and Successor Agency, entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026;"
4. Adopt a Joint Resolution of the City Council and Successor Agency, entitled, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER;" and
5. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL LISTING AND THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA."

STRATEGIC FOCUS AREAS

Goal 2: Maintain Financial Stability and Sustainability (MFSS)

EXECUTIVE SUMMARY

Fiscal Year 2025-26 (FY 2026) and Fiscal Year 2026-27 (FY 2027) Two Year Budget

The City Council adopts a budget defining the resources, revenues, and expenditures available to provide a variety of services to its citizens, to complete planned projects and to pay the required obligations for the coming year. The budget and the related policies serve as a control and monitoring tool.

The total appropriations within the Budget, for all funds for FY 2026 and FY 2027 is $125,678,577 and $142,167,004, respectively. The budget functions as a policy guide, financial plan, operations guide and a communications device.
It is recommended that the City Council adopt the Two-Year Budget of the City of Glendora for fiscal years 2025-26 and 2026-27, which formally approves appropriations for FY 2026 and approves the tentative budget plan for FY 2027.

Gann Appropriations Limit
The City of Glendora calculated the Gann Limit of $183,873,743 for Fiscal Year 2025-26 using the prior year's limitation of $172,232,029 multiplied by the 6.44% (1.0644) increase in per capita income multiplied by the 0.30% (0.0030) increased population growth in the County of Los Angeles. The City's appropriations subject to the limit is $52,005,680. Total General Fund appropriations are only 28.28% of the limit.

Investment Policy
Any changes to the policy stem from legislative updates and review notes from the California Municipal Treasurers Investment Policy Certification Program. As such, no changes are recommended at this time.

Authorized Positions and Classification and Compensation Plan
The changes to the authorized positions via related amended and new job descriptions recommended tonight address the Strategic Plan Objectives of staff and technology addressing retention, recruitment, and succession planning. The Community Impact Team positions of Crime Analyst and Office Assistant are included with Fiscal Year 2025-26.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
The Glendora Municipal Code, Section 2.08.07(8) stipulates it is the duty of the City Manager to prepare and submit the proposed annual budget and the proposed annual salary plan to the City Council for its approval.

The two-year budget approval process is as follows: Year 1 of the budget is presented for adoption for appropriations effective July 1 of the new budget cycle and Year 2 of the budget is adopted as a tentative plan. Year 2 is then presented to the Council for final adoption of appropriations near the completion of Year 1 and before July 1 of Year 2. It includes any amendments needed to update the budget at that time.

The proposed FY 2026 and FY 2027 budget document was made available on the City website to the Council members and the public on June 1, 2025. The online budget book may be viewed online on the City of Glendora Website at (https://www.cityofglendora.gov/City-Hall/Finance-Department/Budget-Reports).

On June 3, 2025, the City conducted a budget workshop where City Council identified funding policies for Measures E/Z which, are included in this proposed budget.

The "Gann Initiative" (established by 1979's Proposition 4) restricts the amount of tax generated monies government entities can spend in a given fiscal year. Incorporated into Article XIII B of the State Constitution, the GANN Appropriations Limit (the Limit) specifies that appropriations funded by taxes may be increased annually by the higher of the change in California per capita income or nonresidential assessed valuation and the change in Glendora population or Los Angeles County population.

Each year, the Investment Policy and Delegation of Investment Authority are presented to the City Council for adoption. City Council last acted on the Investment Policy on June 11, 2024. The current policy and authority expire on June 30, 2025. State Law requires an active policy for the entire fiscal year.

DISCUSSION

The City Council is being asked to formally adopt the Two-Year Budget for FY 2026 and FY 2027; this action formally approves appropriations for FY 2026 and adopts a tentative budget plan for FY 2027. The FY 2026 and FY 2027 Two-Year Budget is available on the City's website (Budget & Reports | City of Glendora), and related financial documents, including the Budget in Brief, and Budget by Numbers, will be available on the City's website after budget adoption.

The budget is a living document, subject to change when significant circumstances occur. The budget was prepared in accordance with the Budget Guide Section of the proposed two-year budget. Overall, the proposed two-year budget reflects an approach consistent with the recently adopted 2025-2027 Strategic Plan, utilizing financial trend reviews, economic indicators, professional judgement, and outside resources (e.g. financial consultants, economists, etc.). The budget document provides information from the executive summary perspective (budget message, budget guide and policies, financial summaries) to the more detailed perspective (financial summaries and departmental sections). Because the document has significant information and details, the agenda report will comment on only a few areas. The budget consists of the following categories of funds:

- General Funds
- Special Revenue Funds
- Capital Project Funds
- Debt Service Funds
- Enterprise Funds
- Internal Service Funds
- Successor Agency Funds

Each of these fund categories is described in more detail in the budget document section "Budget Guide & Financial Policies" under "Basis of Accounting." Specific fund descriptions are provided in the Appendix.

Budget Processes & Features:

1. The budget outreach process included the presentation of the relevant budget areas to the Planning Commission (June 3, 2025), Water Commission (April 24, 2025), Library Board of Trustees (May 19, 2025), and Community Services Commission (May 19, 2025). The Planning Commission, in accordance with State Law, found the Capital Improvement Program to be consistent with the City's General Plan. The Water Commission recommended the level of funding needed to maintain the water system recognizing the ongoing infrastructure assessment and rate study and level of capital investment. The Library Board of Trustees received an update on the two-year budget and the Capital Improvement Plan for FY 2026 and FY2027. The Community Services Commission received a presentation regarding the direction of the Recreation and Human Services Department and related Capital Improvement Plan projects. The presentations to the Commissions and Board provide these bodies and the public with the opportunity to review and recommend the proposed two-year budget to City Council.

2. The current budget process includes outreach and education with the City Council over the course of the past several months. The outreach to the City Council provided staff the opportunity to educate the City's elected officials on challenges, potential opportunities, and assumptions used to create the budget projections.

3. The culmination of the budget process included an extensive budget workshop on June 3, 2025. This workshop allowed for public comment and a Q&A with Department Directors on each departmental budget and highlighted key departmental objectives, budget changes and new budget requests/programs included in the proposed budget. Additionally, the workshop provided an opportunity to for City Council to identify

funding priorities for Measures E/Z and selecting a proposed method of funding for a second investment request from Glendora Unified School District pool improvement capital project.

4. This budget continues to include linkage to the City's Strategic Plans specifically the 2025-27 Strategic Plan adopted by the City Council. The Department Division sections of the budget reference the Strategic Plan goals, outcomes, and action items where applicable.

Fiscal Year 2025-2026 Focus:
The remainder of the report focuses on the budget for Fiscal Year 2026. The following table summarizes the recommended proposed budget by Fund Type presented for council consideration and adoption. It also shows the projected available balance for June 30, 2026.

Fund Type	Estimated Available Balance	FY 2026 Estimated Revenue	FY 2026 Estimated Expenditures	Projected Available Balance
General Fund	17,992,731	46,199,930	45,491,332	18,701,329
Measures E/Z	-	11,507,000	9,943,250	1,563,750
Pension Stabilization	1,610,566	176,000	-	1,786,566
GUSD JUA	-	1,068,530	1,068,530	-
Special Revenue	12,829,240	15,521,187	15,877,682	12,472,745
Capital Projects	4,715,772	518,173	3,304,294	1,929,651
Debt Service	52,600	3,492,905	3,492,905	52,600
Enterprise Funds	20,428,385	33,416,575	31,381,889	22,463,071
Internal Service	6,891,957	11,296,121	12,256,130	6,021,947
Successor Agency	243,495	2,917,640	2,862,565	298,570
Grand Total	64,854,746	126,114,061	125,678,577	65,290,229

General Fund
The proposed budget anticipates a stabilization of Sales Tax revenues in FY 2026 with modest increases in other revenue accounts averaging approximately 2.7% from FY 2025. The expenditures increase on average by 2.4% when compared to the FY 2025.

The primary components of the increase in General Fund revenues are Property Tax and departmental Charges for Services. The increases are a result of elevated home prices and assumptions included for the impact of the Fee Study that is underway citywide. The expenditure increases are primarily related to personnel increase assumptions for the ongoing and upcoming round of negotiations to continue enhancing employee retention and recruitment. The City continues to see an increase in cost of services provided to the City by contractors with respect to current economy and shifting federal policies has increased the prices of goods and services. Measures E/Z makes it possible to maintain services by subsidizing and balancing the General Fund budget and funding other services.

<u>Measures E/Z</u>
Measures E/Z provides for the Police Department Community Impact Team, Traffic Safety Education, and the School Resource Officer, Community Development economic development and housing programs, and Recreation and Human Services positions to address homelessness which was a primary concern in the 2025 Community Survey.

Measures E/Z shows an increase in revenues due to FY 2026 being the first full year of collection Measure Z the supplemental transactions and use tax approved by the voter on November 5, 2024. Measures E/Z expenditures increase for similar reasons to the General Fund personnel increase assumptions for the ongoing and upcoming round of negotiations to continue enhancing employee retention and recruitment. Additionally, with the voter approval of Measure Z City Council had the opportunity to identify funding priorities from department requests and recommendations. City Council funded additional Police Department Community Impact Team positions, Library resources for eLibrary and print content, continuing the Pumpkin Festival, affordable housing consulting services, and consultant services to continue public communication efforts. Measures E/Z is being used to ensure the continues to be able to provide core services to the community.

The Measures E/Z budget also includes a transfer out to balance the General Fund and meet the budget policy contingency reserve level. The General Fund Reserve Policy Transfers and the subsidy provided to General Fund by Measures E/Z are actively budgeted to address the strategic plan objectives.

General Fund & Measures E/Z Financial Forecasts

The Proposed FY 2026 & FY 2027 Two-Year Budget includes two Multi-Year Financial Forecasts, one for the General Fund and one for Measures E/Z. Currently, all forecasts show positive outlooks for the General Fund and Measures E/Z. Property Tax, Sales Taxes and Transaction & Use Taxes show and overall positive trend lines and the other revenues either show some stability or minor increases. Revenues are projected to cover expenditures in all years and include some level of funding to the Capital Projects Fund, Pension Stabilization Fund (Pension 115 Trust), OPEB Section 115 Trust, and Internal Service Funds (according to the General Fund Reserve Policy). There are notes included with the Forecasts discussing each line item. The Financial Forecasts are a tool requiring periodic updates as new information becomes available. These projections do not include any assumptions around shifting federal policies, unknown federal/state/local mandates, any recessionary/inflationary local or global economic concerns, or future investment performance of CalPERS. As such the projections are expected to change based on economic conditions or other factors as they become known that typically affect the City's fiscal health.

The Multi-Year Financial Forecasts have been revised for direction received from City Council at the June 3, 2025, Budget Workshop. The revised Forecasts are included in the Proposed Budget, Presentation, and as attachments L and M. At the Workshop City Council had the opportunity to identify funding priorities from department requests and recommendations for the voter approved Measures E/Z. City Council funded additional Police Department Community Impact Team positions, Library resources for eLibrary and print content, continuing the Pumpkin Festival, affordable housing consulting services, and consultant services to continue public communication efforts. Measures E/Z is being used to ensure the continues to be able to provide core services to the community.

Special Revenue Funds:

The Special Revenue Funds often fluctuate because this category of funds includes grants and restricted funds. Because of timing differences between when the funds are received and when projects are started, some funds may show deficit estimated net activity. Some Special Revenue Funds are being highlighted below:

For FY 2026 and FY 2027, Special Revenue Funds are expected to generate $15.5 million and $32.1 million. The increase from FY 2026 to FY 2027 is primarily due to grant funding for the Finkbiner Park Stormwater Capture Project of approximately $18 million.

The Special Revenue funds fluctuate from year to year based on which grants or special funding is available to the City. When preparing the budget for Special Revenue Funds, staff relies primarily on other government agencies to provide estimates. When a grant is awarded, it is presented to Council and budget adjustments are made after the Council action, since grants are not always guaranteed.

Capital Projects Fund (F301)

The revenue source for this fund is the Measures E/Z Fund. At year-end if revenues exceed expenditures some of the excess is transferred to the Capital Projects Fund per the terms of the Council adopted reserve policy. The transfer is actively budgeted to address the Strategic Plan goal of improving and maintaining the City's facilities and infrastructure. This funding allows for flexibility in addressing various infrastructure needs for facilities, parks, technology, and street projects. The next two years focus on facilities, parks, and streets projects. The largest project is the People Movement Project which will provide more than 10 miles of active transportation and roadway safety improvements. The project consists of three urban trails, one on each of three flood control channels. It will also provide first and last mile improvements on Glendora Ave and Foothill Blvd, to improve access to the A Line station with protective bike lanes, and road calming elements including a roundabout on Glendora Ave. The Capital Projects Fund also includes budget for engineering services to support the capital requests with this budget and the existing projects currently budgeted and underway.

Enterprise Funds (Water Utility):

The Water Enterprise consists of both the Water Operations Fund (F501) and Capital Projects Fund (F502). The Water budget for FY 2026 and FY 2027 is consistent with the approve water infrastructure assessment and rate study approved November 2023. The Water Capital Projects Fund has $4.6 million and $5.7 million of proposed projects in the FY 2026 and FY 2027 Budget. The primary projects are for water and street projects along Colorado and Cypress. The Water Capital Projects Fund also includes budget for engineering services to support the capital requests with this budget and the existing projects currently budgeted and underway.

Multi-Year Financial Forecasts

The Proposed FY 2026 & FY 2027 Two-Year Budget document includes Financial Forecasts for the Water Operations Fund & Water Capital Projects Fund. The Forecasts are also included as attachment N. Financial Forecasts are a tool requiring periodic updates as new information becomes available. The Water Operations fund shows a generally ability for revenues to cover expenditures and to be in compliance with the reserve requirement. The Water budget does include is consistent with the approve water infrastructure assessment and rate study approved November 2023. It is important to note these projections do not include any assumptions around shifting federal policies, unknown federal/state/local mandates (including drought/conservation requirements), any recessionary/inflationary local or global economic concerns, or future investment performance of CalPERS. As such the projections are expected to change based on economic conditions or other factors as they become known that typically affect the City's fiscal health.

Internal Service Funds:

This category includes Worker's Compensation, Liability Insurance, Technology and Vehicles. Revenues come from allocated charges to the various departments that receive the specific benefit from these services. The Internal Services Funds overall stayed relatively stable when compared to FY 2025. The City has made concerted efforts to address both worker's compensation and general liability claims timely, implemented employee wellness programs, and as mentioned earlier in the report this budget includes enhanced contract services to actively address needed infrastructure maintenance with the potential impact to reduce the number of claims. The City also continues efforts to mitigate rising insurance costs through reviewing its self-insured retention level, changing risk pools, and any other options available to the City. The Vehicles Fund budget includes vehicle replacement needs across the Police and Public Works departments to address the City's aging fleet.

Housing Authority

The fund supports the operating costs of managing various loans and agreements previously performed by the Glendora Redevelopment Agency.

Successor Agency

The agency is in the wind down process. Approval has gone through the Reimbursement Obligation Payment Schedule (ROPS) process with the Department of Finance. The ROPS are prepared on an annual basis.

Capital Improvement Program (CIP)

This budget includes a 5-year perspective on capital projects. This perspective provides an outlook of anticipated projects based on master plans, studies, maintenance issues or other sources. Each year the list is updated based on the most current information and funding sources. Although this list includes over $108 million in identified projects, funding still needs to be identified for projects listed in Years 3 through 5. The FY 2026 and FY 2027 capital improvement program can be summarized as follows:

CIP Type	FY2025-26	FY2026-27
Facilities	659,240	250,000
Parks	2,808,900	1,120,500
Stormwater	200,000	17,217,018
Streets	5,831,860	4,205,247
Streets & Water	5,400,500	6,600,500
Total	**14,900,500**	**29,393,265**

Some of the major projects included in Year 1 (FY 2026) of the program include:

- Facilities: Police Department Lobby Updates
- Parks: South Hills Bike Park
- Streets: People Movement Project
- Streets and Water: Colorado Street and Water Improvements

Staffing Changes:

The Proposed FY 2026 & FY 2027 Two-Year Budget includes personnel recommendations that decrease the City's total full-time equivalent (FTE) count by 3.65 totaling 266.00 for FY 2026 and an increase in the count by 1.00 totaling 267 for FY 2027 (more detail provided in Authorized Positions Reconciliation of the proposed budget). The adjustments include adding job classes to promote employee development, retention, and career growth opportunities, to enhance customer service both externally and internally, and to continue to modernize the City's staffing model. Staffing levels are adjusted based on recommendations provided by multiple departments and evaluated by Finance, Human Resources, and the City Manager.

The position changes of note are:

- Administrative Services is acknowledging the work and need of the part-time position in Risk Management.
- Police: Crime Analyst, Office Assistant, Police Officer to move toward a modern policing approach with the continued evolution of the Community Impact Team. The Police Officer position is phase 2 and is included effective Fiscal Year 2026-27. In Fiscal Year 2027-28 the final phase of this modernization, pending available resources and City Council approval, the Police Department count may increase by adding another police officer and sergeant position.
- Community Development is prioritizing succession planning with restructuring the Transportation Manager and Management Analysts into an Assistant Director position as well as updating the Plans Examiner to an Assistant Building Official position.
- Public Works: Certain positions were removed to reflect the difficult to fill vacant positions in engineering that have been supplemented by contract services to maintain vital programs. The contract services option allows the City to access multifaced engineering expertise on an as needed basis (e.g. water, transportation, streets, bridge, stormwater, etc.).
- Recreation and Human Services: Addition of one part-time position for bring the dance program in-house and the addition of part-time hours recognize the level of need for various recreation programs.

These adjustments continue to allow for the streamlining and enhancement of services to the public, enhancement to the City's recruitment/retention efforts and to allow for professional growth.

In conclusion, the Proposed FY 2026 & FY 2027 Two-Year Budget continues the City's investments in the essentials—quality of life, infrastructure, public safety, and fiscal health—while staying agile in an evolving federal and economic landscape. The budget is a living document and is an integral part of the City's practice of multi-year financial planning, ongoing financial monitoring, frequent financial reporting, prompt corrective actions when necessary, and longer-term financial health strategies. These practices are essential elements of sound financial management. Multi-year financial planning provides the City Council, departments, and the public with greater certainty regarding ongoing funding and staffing for programs and services.

Investment Policy:
The Investment Policy serves as a guide for setting and achieving Glendora's particular investment objectives and defines the overall guidelines for management of the portfolio. It may be revised each year based on the needs of the City while conforming with California Government Code Section 53600 et seq. which authorizes the investment of public funds and establishes permitted investments parameters for local governments. Glendora's annual Statement of Investment Policy defines the suitable and authorized investments specifically for Glendora which may be more restrictive than the State Code but can never be less restrictive than the State Code. The policy is reviewed each year for compliance with any changes in State Code.

Any changes to the policy stem from legislative updates and review notes from the California Municipal Treasurers Investment Policy Certification Program. No changes are recommended at this time.

FISCAL IMPACT
The two-year budget contains estimated revenues and appropriation for fiscal years beginning on July 1, 2025, and July 1, 2026. By adopting the resolution, the City Council is approving the spending plan for Fiscal Year beginning July 1, 2025. The budget plan for the second year is approved as a tentative plan. Formal adoption of estimated revenues and appropriations will occur before July 1, 2026.

Adoption of the Investment Policy allows the City to continue investing available funds to maximize earnings within the constraints of the law.

ENVIRONMENTAL DETERMINATION
Not Applicable.

Prepared By	Kyle Johnson, Finance Director/City Treasurer
Concurs With	Not Applicable
Reviewed By	Kyle Johnson, Finance Director/City Treasurer
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer Marie Ricci, Deputy City Manager
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Resolution Adopting the Budget for FY 2025-26 & FY 2026-27
B. Public Hearing Notice
C. Resolution Adopting the Gann Limit
D. Gann Limit FY 2025-26 (Exhibit A to Resolution)
E. Resolution Adopting Investment Policy

F. FY26 Investment Policy (Exhibit A)
G. Resolution Delegating Authority to Treasurer
H. Resolution Amending Authorized Positions and Compensation Plan
I. Job Descriptions (Exhibit A)
J. Salary Schedule (Exhibit B)
K. FY 2026 & FY 2027 Two-Year Budget Presentation
L. General Fund Multi-Year Forecast
M. Measures E/Z Multi-Year Forecast
N. Water Fund Operations & Capital Multi-Year Forecast

Attachments

A. Resolution Adopting the Budget for FY 2025-26 & FY 2026-27.pdf
B. Public Hearing Notice.pdf
C. Resolution Adopting the Gann Limit.pdf
D. Gann Limit FY 2025-26 (Exhibit A to Resolution).pdf
E. Resolution Adopting Investment Policy.pdf
F. FY26 Investment Policy (Exhibit A).pdf
G. Resolution Delegating Authority to Treasurer.pdf
H. Resolution Amending Authorized Positions and Compensation Plan.pdf
I. Job Descriptions (Exhibit A).pdf
J. Salary Schedule (Exhibit B).pdf
K. FY 2026 & FY 2027 Two-Year Budget Presentation.pdf
L. General Fund Multi-Year Forecast.pdf
M. Measures EZ Multi-Year Forecast.pdf
N. Water Fund Operations & Capital Multi-Year Forecast.pdf

JOINT RESOLUTION

CC 2025-___ CC 2025-__ (SA) HA 2025-__ FN 2025-__

A JOINT RESOLUTION OF THE CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AUTHORITY AND PUBLIC FINANCING AUTHORITY OF THE CITY OF GLENDORA, CALIFORNIA, ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026 AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027.

CITY COUNCIL, SUCCESSOR AGENCY,
PUBLIC FINANCING AUTHORITY AND HOUSING AUTHORITY
City of Glendora, California

WHEREAS, in accordance with Glendora Municipal Code Section 2.08.070, it is the City Manager's/Executive Director's duty to prepare and submit a proposed annual budget and salary plan to the Glendora City Council; and

WHEREAS, the City Manager/Executive Director has submitted a proposed two-year budget to the Glendora City Council, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Finance Authority for Fiscal Years 2025-2026 and 2026-2027, commencing July 1st ; and

WHEREAS, after due consideration and review, the Glendora City Council, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority find it is in the interest of the health, welfare and safety of the City, its citizens and businesspersons, to adopt the financial plan within the budget for the receipt and expenditure of public monies; and

WHEREAS, the City of Glendora, as Successor Agency to the Glendora Community Redevelopment Agency, is desirous of adopting a revenue and expenditure budget applicable to the Successor Agency, on the express condition that said budget be published the same as a separate component of the City of Glendora's budget, and further conditioned on the City of Glendora, its General Fund and all its various other accounting funds are NOT obligated to finance or fulfill any Successor Agency obligations; and

WHEREAS, the Fiscal and Budgetary Policies have been updated and amended to reflect change in the policy and current Council reserve goals.

NOW, THEREFORE, THE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE FORMER GLENDORA COMMUNITY REDEVELOPMENT AGENCY, HOUSING AUTHORITY, AND PUBLIC FINANCE AUTHORITY OF THE CITY OF GLENDORA HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council, Successor Agency, Housing Authority and Public Financing Authority does hereby adopt its budget incorporated herein by reference for the City of Glendora for

the fiscal year beginning July 1, 2025 and the tentative budget plan for fiscal year ending June 30, 2027.

SECTION 2. The City Council, as Successor Agency to the Glendora Community Redevelopment Agency, does hereby adopt the two-year budget as incorporated hereinto by this reference for the City of Glendora, as Successor Agency to the Glendora Community Redevelopment Agency, for the fiscal year beginning July 1, 2025 and the tentative budget plan for fiscal year ending June 30, 2027. The City Council, as Successor Agency to the Glendora Community Redevelopment Agency, is the same as a separate component of the city of Glendora's Budget. The City Council hereby determines and declares that the City of Glendora, its General Fund and all of its other accounting funds shall NOT be obligated to finance or fulfill any Successor Agency obligations in any manner.

SECTION 3. The City Council, Successor Agency, Housing Authority and Public Financing Authority recognizes the value of establishing citywide financial policies and has done so previously. The Fiscal and Budgetary Policies as incorporated in the budget document are hereby approved and adopted, which restates and replaces any and all pre-existing resolutions related to the General Fund reserves effective immediately and applied to starting Fiscal Year 2026.

SECTION 4. The Authorized Positions as amended and incorporated in the budget document are hereby approved and adopted.

SECTION 5. Per the adopted Financial Policies, the City Manager/Executive Director is authorized to transfer appropriations between departments or functions, provided that no change is made in the total amount of the annual budget of any single fund.

SECTION 6. The Mayor/Chair shall sign and the City Clerk/Agency Secretary shall certify to the passage and adoption of this resolution shall enter the same in the Book of Original Resolutions and that this resolution shall take effect and be in force on this date.

SECTION 7. The City Clerk/Agency Secretary is hereby directed to forward a copy of this resolution to the Finance Director/City Treasurer.

PASSED, APPROVED AND ADOPTED by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this ___ day of ____, 2025.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____

DANNY ALESHIRE
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council, Successor Agency, Housing Authority and Public Financing Authority to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the __ day of ____, 2025, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

_____

KATHLEEN R. SESSMAN
City Clerk/Agency Secretary/
Communications Director

NOTICE OF PUBLIC HEARING

CITY COUNCIL

YOU MAY BE AFFECTED BY THE FOLLOWING:

NOTICE IS HEREBY GIVEN that the City Council of the City of Glendora will hold a public hearing in the City Council Chambers of City Hall, 116 E. Foothill Boulevard, Glendora, California, on Tuesday, June 10, 2025, at 7:00 p.m. to receive and consider all evidence and reports relative to a resolution of the City of Glendora Fiscal Year 2026 and 2027 Budget.

All interested parties are invited to attend said hearing and express their views on this matter. Should you be unable to attend the public hearing, your testimony must be made in writing and delivered prior to the scheduled hearing date as follows: City Clerk Office, 116 E. Foothill Blvd, Glendora, CA, 91741, City_Clerk@cityofglendora.gov.

Further information on this item will be posted to the City's website at CityofGlendora.gov/citymeetings and will be on file for public inspection and copying for the cost of duplication, at the office of the City Clerk, 116 E. Foothill Blvd, Glendora, CA, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, exclusive of holidays, within those hours for agenda posting and public inspection as required by the Ralph M. Brown Act, California Government Code 54950 et seq. as applicable to this meeting.

If you challenge this action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Published San Gabriel Valley Examiner: May 22, 2025
May 29, 2025

Emailed: May 19, 2025

CERTIFICATION

I, Kathleen R. Sessman, City Clerk/Communications Director of the City of Glendora, hereby certify that I posted a copy of this Notice on the bulletin board outside the City Hall Council Chamber, 116 E. Foothill Boulevard on May 19, 2025.

Kathleen R. Sessman, MMC
City Clerk/Communications Director

RESOLUTION CC 2025 -_____

A RESOLUTION OF THE CITY OF GLENDORA, CALIFORNIA, DETERMINING AND ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND GOVERNMENT CODE SECTION 7910

THE CITY COUNCIL
City of Glendora, California

THE CITY COUNCIL OF THE CITY OF GLENDORA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Article XIII B was added to the California Constitution at the special State-wide election held November 6, 1979 (commonly known as Proposition 4 or the Gann Limit); and

WHEREAS, Government Code Section 7910 was added to Chapter 12.05 by Statute at the Regular Session of the California Legislature; and

WHEREAS, Proposition 111, which, among other things, provides new annual adjustment formulas for the Appropriations Limit, was approved by the voters in June, 1990; and

WHEREAS, The League of California Cities and the State of California Department of Finance have published population and per capita income growth indexes, as well as guidelines for the uniform application of Proposition 111; and

WHEREAS, Government Code Section 7910 requires the governing body of each local jurisdiction to adopt, by resolution, its appropriation limit; and

WHEREAS, said appropriations limit must be adhered to in preparing and adopting this City's annual budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVES AS FOLLOWS:

SECTION 1: In compliance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code, the City hereby establishes the City's Appropriation Limit for the 2025-26 Fiscal Year to be $183,873,743 as shown in Exhibit A.

SECTION 2: Said Appropriation Limit shall be adhered to in the City of Glendora’s budget for the 2025-26 fiscal year.

SECTION 3: This resolution shall become effective immediately upon its adoption.

PASSED, APPROVED AND ADOPTED by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this __ day of ___, 2025.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City Attorney

CERTIFICATION

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council, Successor Agency, Housing Authority and Public Financing Authority to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the __ day of ___, 2025, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN, City Clerk

Exhibit A | Gann Appropriations Limit

GANN SPENDING LIMITS

In November 1979, voters passed Proposition 4, also known as the Gann Initiative. Proposition 4 Article XIII (B) of the California Constitution provides that the City's annual appropriations be subject to certain State limitations. This appropriation limit is referred to as the Gann Spending Limitation or Gann Appropriations Limit. The calculation limits the increase in annual appropriations to a factor which is based on a combination of population growth, State per capita income change, and the change in assessment value for non-residential property. Appropriations for proprietary related activities such as water, wastewater, airport, etc., and Redevelopment functions are not subject to the limit. When the limit is exceeded, Proposition 4 requires the surplus to be returned to the taxpayers within two years. Appropriations in the two-year period can be averaged before becoming subject to the excess revenue provisions of the Gann limit. The city has never exceeded the limit.

The City of Glendora calculated the Gann Limit of $183,873,743 for Fiscal Year 2025-26 using the prior year's limitation of $172,232,029 multiplied by the 6.44% (1.0644) increase in per capita income multiplied by the 0.30% (1.0030) increased population growth in the County of Los Angeles. The City's appropriations subject to the limit is $52,005,680. Total General Fund appropriations are only 28.28 % of the limit.

APPROPRIATIONS LIMIT CALCULATION FOR FISCAL YEAR 2025-26

I	**Appropriations Limit**			
	Prior Year, 2024-25 Adopted Limit			$ 172,232,029
	Change Factors:			
	Change in City of Glendora Population (Note 1)		1.0030	
	Change in Per Capita Income (Note 2)	x	1.0644	1.0676
	Current Year, 2025-26 Appropriations Limit			$ 183,873,743
II	**Appropriations Subject to Limit**			
	Projected 2025-26 Revenues, General Fund & Measures E/Z			$ 52,005,680
III	**Amount Over/(Under) Limit (I - II)**			$(131,868,063)
IV	**Total City Appropriations as a % of Limit**			28.28%

Note 1: Change in LA County's growth of 0.30%, exceeded City of Glendora population growth, -0.07%. Total City population as of January 1, 2025, is 51,254.

Note 2: Change in California per capita income, 6.44% provided by the State of California.

JOINT RESOLUTION
CC 2025- ___ CC 2025-___ (SA)

A JOINT RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY, OF THE CITY OF GLENDORA, CALIFORNIA, ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

CITY COUNCIL and SUCCESSOR AGENCY,
City of Glendora, California

THE CITY COUNCIL OF THE CITY OF GLENDORA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, California Government Code Section 53600 et seq. governs the investment of public funds by local governments; and

WHEREAS, The Fiscal and Budgetary Policies for the City of Glendora state the following: The City will invest cash balances in conformance with the California Government Code and the three main investment objectives of safety, liquidity and yield. The City will adhere to the prudent investor standard and best practices in Treasury Management. The City will maintain a Statement of Investment Policy. And,

WHEREAS, pursuant to California Government Code Section 53607, the City Council of the City of Glendora has delegated its investment authority under California Government Code Section 53601 to the City Treasurer.

NOW, THEREFORE, THE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE FORMER GLENDORA COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council does hereby adopt the attached Exhibit A containing the Statement of Investment Policy for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

SECTION 2. Any and all prior resolutions adopting a Statement of Investment Policy for the City of Glendora shall be hereby rescinded.

SECTION 3. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions and that this resolution shall take effect and be in force on this date.

SECTION 4. The City Clerk is hereby directed to forward a copy of this resolution to the City Treasurer.

PASSED, APPROVED AND ADOPTED by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this ___ day of ___, 2025.

City Council,
and Successor Agency,
Glendora, CA

BY: _____
DAVID FREDENDALL
Mayor/Chair

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City/Agency Attorney

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council and Successor Agency to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the ___day of ____, 2025, by the following vote:

AYES: COUNCIL/AUTHORITY MEMBERS:
NOES: COUNCIL/AUTHORITY MEMBERS:
ABSENT: COUNCIL/AUTHORITY MEMBERS:
ABSTAIN: COUNCIL/AUTHORITY MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Agency Secretary/
Communications Director

Exhibit A

CITY OF GLENDORA
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2026

INTRODUCTION

The City Council of the City of Glendora (also acting as the Successor Agency to the Glendora Community Redevelopment Agency together, the "City") recognizes its responsibility to prudently direct the investment of the City's funds on behalf of the City's existing and future residents. The City Council further recognizes that the City's investment assets are essential to the City's financial strength, the effective implementation of long-range financial plans and, ultimately, its ability to respond to the needs of the community.

This Statement sets forth policies which shall govern the investment of the City's funds. It will be used by the City's Treasurer, other City officials and staff, as well as all other third-party providers of investment or investment related services. Its purpose is to direct the prudent investment and protection of the City's funds and investment portfolio.

1. POLICY

It is the policy of the City to invest public funds in a manner which will provide the highest investment return with maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds; and meet the objectives of the Policy, in priority order of Safety, Liquidity and Return on investment.

2. SCOPE

This Investment Policy applies to all financial assets of the City of Glendora. The following funds are covered by this Investment Policy and are accounted for in the City's Annual Comprehensive Financial Report (ACFR) on a pooled basis:

A) General Fund
B) Special Revenue Funds
C) Capital Project Funds
D) Enterprise Funds
E) Internal Services Funds
F) Trust and Agency Funds
G) Any new funds created by the City Council, unless specifically exempted

The investment of bond proceeds is governed by the permitted investment section of bond documents. If the bond documents are silent as to the investment of the proceeds, the proceeds will be invested in accordance with this Policy.

3. PRUDENCE

The standard of prudence to be used by investment officials shall be the "Prudent Investor Standard" (California Government Code Sections 53600.3) and shall be applied in the context of managing an overall portfolio. Investments shall be made with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4. OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast revenues and expenditures to meet the short and long-term cash flow demands of the City thus enabling the City Treasurer to fully invest funds. To achieve this objective, the portfolio will be structured to provide safety of principal and liquidity, while then providing a return on investments. The City Treasurer will maintain a diversified investment portfolio to accomplish the primary objectives of safety, liquidity, and return on investments (in that order of priority).

- **Safety:** The safety or risk associated with an investment refers to the potential loss of principal, accrued interest, or a combination of these. The City seeks to mitigate credit risk by prequalifying and continuously monitoring financial institutions with which it will do business and by scrutiny of the credit worthiness of the investment instruments as well as the institutions. Such resources as Fitch, Moody's and Standard and Poor's rating services may be utilized for this review. The City seeks to mitigate interest rate risk through diversification of instruments as well as maturities.

- **Liquidity:** The City's investment portfolio will be structured with sufficient liquidity to allow the City to meet its anticipated cash requirements. This will be accomplished through diversity of instruments to include those with active secondary markets, those which match maturities to expected cash needs and the State Local Agency Investment Fund (LAIF) with immediate withdrawal provisions.

- **Return on Investments**: The City's investment portfolio shall have the objective of attaining a comparative performance measurement or an acceptable rate of return throughout budgetary and economic cycles. These measurements should be commensurate with the City's investment risk constraints identified in the Investment Policy and the cash flow characteristics of the portfolio.

5. DELEGATION OF AUTHORITY

Authority to manage the City's investment program is derived from the following:

The City Council has authorized the City Treasurer to invest City funds in accordance with California Government Code Section 53600, et. seq.

In the City Treasurer's absence, and subject to City Council approval, the City Treasurer may assign investment responsibilities to the City Manager. The City Treasurer will provide prior written notification to the City Manager and the City Council regarding the assignment of responsibilities. In the event the City Treasurer is unable to assign responsibility, the City Manager will select a designee. In addition, at the discretion of the City Treasurer, cash monitoring and investment responsibilities can be assigned to a designated assistant.

The responsibility for establishing, monitoring and maintaining a strong system of investment controls and directing an independent audit of the investment function is delegated to the City Manager. The City Manager's designee(s) may assist in carrying out these functions.

The City Council's primary responsibilities over the investment function include establishing investment policies, annually reviewing such policies, reviewing monthly investment reports issued by the Treasurer and authorizing any deviations from the City's Investment Policy.

6. INVESTMENT PROCEDURES

The City Treasurer shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements.

7. ETHICS AND CONFLICTS OF INTEREST

The City Treasurer and other employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. The City Treasurer and investment officials must provide a public disclosure document by the specified deadline each year or when material interest in a financial institution or personal investment position requires it. Furthermore, investment officials must refrain from undertaking personal investment transactions with the same individual(s) employed by the financial institution with whom business is conducted on behalf of the City. During the course of the year, if there is an event subject to disclosure that could impair the ability of the City Treasurer or investment employees to make impartial decisions, the City Council will be notified in writing within 10 days of the event.

8. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Treasurer will maintain a list of financial institutions authorized to provide investment services to the public agency in the State of California. These may include an institution licensed by the state as a broker- dealer, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association or from a brokerage firm designated as a primary or regional dealer that qualifies under Securities & Exchange Commission (SEC) Rule 15c3-1(uniform net capital). A determination should be made to ensure all approved broker/dealer firms, and individuals covering the City have at least 5 years in-depth experience working in institutional fixed income. In addition, the broker/dealer firms should have the ability to meet all of their financial obligations in dealing with the Public Agency. The firms, and individuals covering City, should be knowledgeable and experienced in Public Agency investing and the investment products involved. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the City Treasurer with the following:

- Audited Financial Statements,
- proof of Financial Industry Regulatory Authority (FINRA) registration,
- trading resolution,
- proof of California registration
- completed broker/dealer questionnaire,
- certification of having read this City's investment policy,
- and depository contracts and
- requested information such as other client references within the State of California.

An annual review of the financial condition and registrations of qualified bidders may be conducted by the Treasurer. A current financial statement is required to be on file for each financial institution and broker/dealer in which the City invests.

9. AUTHORIZED AND SUITABLE INVESTMENTS

The City is empowered by statute to invest in the following types of securities: investments set forth in this section are authorized investments pursuant to Section 53601 of the Government Code and are authorized investments for the City subject to the prohibitions set forth in Section 10 of this Investment Policy. Section 53601 provides the maximum term of any investment authorized under this section unless otherwise stated, is five years. Additionally, Section 53610 states any forward settlement that exceeds 45 days from the time of investment is prohibited.

A. U.S. Government Treasury Securities

United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio invested in this category.

B. Federal Agencies Securities

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There is no limitation as to the percentage of the portfolio invested in this category.

C. Municipal Bonds

Municipal notes maturities must be in a rating category of "A" or its equivalent or better by a nationally recognized statistical rating organization (NRSRO). There is no limitation as to the percentage of the portfolio invested in this category.

- **City Bonds** – Bonds issued by the City, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the City or by a department, board, agency, or authority of the City if it is allowed in the bond's indenture.

- **State Bonds** – Registered state warrants or treasury notes or bonds of the State of California, including bonds payable solely out of the revenues from a revenue- producing property owned, controlled, or operated by the State or by a department, board, agency, or authority of the State.

- **Obligation of other Local Agencies** – Bonds, notes, warrants, or other evidence of indebtedness of any local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

- **Obligations of Other States** – Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

D. Deposits and Certificates of Deposit

Deposits and certificates of deposit which are federally insured or collateralized as specified under CA Code 53630 et. seq.; issued by a nationally or state-chartered bank, a savings association, or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. The amount per institution is limited to the maximum insurance coverage provided under the FDIC or NCUA unless collateralized in accordance with CA Code.

E. Negotiable Certificates of Deposit

Negotiable certificates of deposit (NCD) issued by a nationally or state-chartered bank, a savings association, or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of City's moneys that may be invested pursuant to this section.

For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decision making authority in the administrative office manager's office, budget office, auditor controller's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

F. Banker's Acceptance Notes

Banker's acceptances are short term investments otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of banker's acceptances may not exceed 180 days maturity or 40 percent of the City's surplus money that may be invested pursuant to this section. In addition, no more than 30 percent of the City's surplus funds may be invested in the banker's acceptance of any one commercial bank pursuant to this section.

G. Medium-Term Corporate Notes

Medium-term notes are defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a ratings category of "A" or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of City's moneys that may be invested pursuant to this section. A local agency, other than counties or a city and county, may purchase no more than 10 percent of its total investment assets in the medium-term notes of any single issuer.

H. Commercial Paper

Only commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating as provided for by a nationally recognized statistical-rating

organization (NRSRO). Eligible paper is further limited to issuing corporations that are organized and operating within the United States as a general corporation and having total assets in excess of five hundred million dollars ($500,000,000) and has debt other than commercial paper, if any, that is rated in a rating category "A" or its equivalent or higher by an NRSRO. Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than 10 percent of the commercial paper of any single issuer. Purchases of commercial paper may not exceed 25 percent of the City's surplus money that may be invested pursuant to this section.

I. Local Agency Investment Fund demand deposit

The Local Agency Investment Fund (LAIF) was established by the State to enable treasurers to place funds in a pool for investment. Each agency is limited to an investment of $75 million per account. The City may use this fund to the current $75 million limit for short term liquidity investment, and yield when rates are declining as funds are available upon demand. Interest is paid quarterly.

J. Repurchase Agreement

Repurchase agreement means a purchase of securities by the City pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the City by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery. Investments in repurchase agreements are allowable but must comply with current Government code and a Master Repurchase Agreement must be signed with the bank or dealer.

The market value of securities that underlay a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day. The term does not exceed one year.

K. Mutual Funds

Mutual Funds are limited to the following:

- Limited Term Government Funds
- Money Market Funds limited to Treasury obligations (Reverse Repurchase not allowed) with a highest rating from an NRSRO with no load and maintained at $1 par value. In addition, the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of five hundred million dollars ($500,000,000) and has at

least 5 years' experience investing in instrument authorized by Government Code Sections 53601.

- The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include commission that the companies may charge and shall not exceed 20 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 10 percent of the City's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1). This limitation does not apply to money market mutual funds.

L. Investment Pools

A thorough investigation of a pool/fund is required prior to the City's investment and on a continual basis. The City currently permits the use of the Local Agency Investment Funds (LAIF) along with certain mutual funds. Any additional pool shall provide the following:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often are the securities priced and the program audited.
- A description of who may invest in the program, how often, and what size deposits and withdrawals are allowed
- A schedule for receiving statements and portfolio listings.
- A list of any reserves, retained earnings, etc. utilized by the pool.
- A fee schedule, when and how it is assessed.
- Pool eligibility for bond proceeds and/or pool policy on accepting such proceeds.

M. Supranational

Supranational securities of United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated "AA" or better by an NRSRO and shall not exceed 30 percent of City's moneys that may be invested pursuant to this section.

10. MASTER REPURCHASE AGREEMENT

If repurchase agreements are legal and authorized by policy, a Master Repurchase Agreement must be signed with the bank or dealer.

11. COLLATERALIZATION

Collateralization will be required on two types of investments, certificates of deposit and

repurchase agreements. The Collateralization for the certificates of deposit shall be defined by Section 53630 et. seq. and the repurchase agreements will be at 102 % or greater of market value of principal and interest.

Collateral will always be held by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. The right of collateral substitution is granted.

12. REVIEW OF INVESTMENT PORTFOLIO

The securities held by the City of Glendora must be in compliance with the Authorized and Suitable Investments at the time of purchase. From time to time, some securities may not comply with the Authorized and Suitable Investments limits subsequent to the date of purchase. Therefore, the Treasurer shall at least monthly review the portfolio to identify those securities that do not comply. The Treasurer shall establish procedures to report to the council major and critical incidences of noncompliance through the review of the portfolio.

13. PROHIBITED INVESTMENTS AND TRANSACTIONS

The City shall be in full compliance with 53601.6 regarding prohibited investments.

- The City shall not invest public monies in financial instruments that are not authorized under this Statement of Investment Policy
- The City shall not engage in securities lending, short selling, or other hedging strategies.
- The City shall not invest any funds in inverse floaters, range notes, or interest-only strips that are derived from a pool or mortgages or reverse repurchase agreements.
- The City shall not invest any funds in any security that could result in zero interest accrual if held to maturity.
- The City shall not purchase or sell securities on margin.
- The City shall not purchase any Reverse Repurchase Agreements

It is acknowledged investment pools in which the City invests may invest funds in the securities set forth in this subdivision.

14. SAFEKEEPING AND CUSTODY

All security transactions, including collateral for repurchase agreements, entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis or debit checking basis, whichever is more beneficial to the City. All securities purchased or acquired shall be delivered to the City by book entry, physical delivery or by third party

custodial agreement evidenced by safekeeping receipts. The only exception to the foregoing shall be depository accounts and securities purchases made with: (i) LAIF, (ii) other permitted investment pools, and (iii) money market mutual funds since the purchased securities are not deliverable.

15. DIVERSIFICATION

The City's portfolio will be suitably diversified by type and institution in an effort to reduce portfolio risk while attaining market average rates.

- Security Type and Institution - U.S. Treasury securities and authorized pools, and any portfolio or institutional limits shall comply with the California Government Code. Investments are further limited by specific language relating to each investment type as stated in Section 9 of this Policy.

- Maximum Maturities - To the extent possible, the City Treasurer will attempt to match investments with anticipated cash flow requirements. The City's portfolio will not be directly invested in securities which mature more than five years from the date of purchase. Additionally, see Section 16 of this policy.

Except for U.S. Treasuries, Agencies, Supranational, FDIC/ NCUSIF -insured Certificate of Deposits, authorized pools, and money market funds, no more than 5 percent of the City's total investment portfolio will be invested in a single security type or with a single financial institution.

16. MAXIMUM MATURITIES

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. On general funds, per CA Code, the City will not directly invest in securities maturing more than 5 years from the date of purchase unless approval is given by the City Council 90 days prior to investing.

17. INTERNAL CONTROL

The Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with the City's Investment Policy and for establishing internal controls that are designed to prevent losses due to fraud, negligence, and third-party misrepresentation. Accordingly, the City Treasurer shall establish written procedures for the operation of the City's investment program that are consistent with the provisions of this Investment Policy.

Internal controls deemed most important shall include (but not limited to): avoidance of collusion; separation of duties and administrative controls; separating transaction authority from accounting and record keeping; custodial safekeeping; clear delegation of authority; management approval and review of investment transactions; specific limitations regarding securities losses and remedial action; written confirmation of telephone transactions; documentation of investment transactions and strategies; and

monitoring of results.

18. PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining at least a market rate of return during budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The City's investment strategy is passive. Passive investment portfolio management generally indicates the City Treasurer will purchase an instrument and hold it through to call or maturity, and then reinvest the monies. Although the City's investment strategy is passive, this will not restrict the Treasurer from evaluating when the sale and subsequent purchase of a security (known as a swap) are appropriate or if the sale of an instrument is prudent prior to final maturity. Given this strategy, the basis used by the City Treasurer to determine whether market yields are being achieved shall be the Local Agency Investment Funds (LAIF) with the understanding that LAIF lags the market on both the upside and downside of interest rate movements and investing the portfolio accordingly.

19. REPORTING

The City Treasurer shall provide the City Council monthly investment reports which provide a clear picture of the status of the current investment portfolio. The management report shall include a listing of individual securities held at the end of the reporting period by authorized investment category, the average life and final maturity of all investments listed, coupon rate, discount or earnings rate, Par Value, Amortized Book Value Market Value of each investment in the portfolio, including funds managed for the City of Glendora by third parties. The report will also include the source of the portfolio valuation. As specified in California Government Code Section 53646 (e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The City Treasurer shall maintain a complete and timely record of all investment transactions.

20. INVESTMENT POLICY ADOPTION

The City's investment policy shall be reviewed and adopted annually by resolution of the Glendora City Council with or without changes.

21. INVESTMENT POLICY GLOSSARY (see next page)

INVESTMENT POLICY GLOSSARY

AGENCIES: Federal agency securities and/or Government-sponsored enterprises.

ASKED: The price at which securities are offered on the market.

BANKER's ACCEPTANCE (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BENCHMARK: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER: Commercial paper is the trade name applied to unsecured promissory notes issued by finance and industrial companies to raise funds on a short-term basis.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR): The official annual report for the City of Glendora. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions buying and selling for his own account.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $250,000 per entity.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (Fannie Mae): a quasi- public corporation created by an act of Congress to assist the home mortgage market by purchasing mortgages insured by the Federal Housing Administration and the Farmers Home

Administration, as well as those guaranteed by the Veterans Administration. Fannie Mae issues Notes and Bonds and there is a strong secondary market in these securities. A secondary market means these instruments are actively traded, i.e., they are bought and sold daily. Bonds are issued for 15-year and 30-year maturities with interest paid semi-annually. Interest is computed on a 30/360 day basis. Notes are issued with maturities of less than one year with interest paid at maturity.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (Ginnie Mae): a wholly-owned corporation instrumentality of the United States within the Department of Housing and Urban Development. A certificate collateralized by FHA/VA residential mortgages represents a share in a pool of FHA or VA mortgages. Ginnie Mae's are registered securities. Original maturities range from 12 to 30 years with a 7 to 12 year assumed average life. (Assumed average life is due to prepayments of mortgages). Principal and interest are paid monthly and sent directly from the issuer of the pool, usually a mortgage banker, to the City.

FEDERAL HOME LOAN BANKS (FHLB): provide credit to member lending institutions such as savings and loan associations, cooperative banks, insurance companies and savings banks. City offers bonds in the public market with maturities of 1 to 10 years. These bonds are usually offered on a quarterly basis depending on the current demands of the housing industry. Interest is paid semi-annually on a 30/360 day basis.

FEDERAL FARM CREDIT BANKS (FFCB): debt instruments issued to meet the financial needs of farmers and the national agricultural industry. These issues enjoy an established secondary market. Discount notes are issued monthly with 6-month and 9-month maturities. Longer term debentures (2-5 years) are also issued. Discount notes pay interest at maturity. Debentures pay interest semi-annually on a 30/360 day basis.

FEDERAL HOME LOAN MORTGAGE CORPORATION (Freddie Mac): A publicly held government-sponsored enterprise created in 1970 pursuant to the Federal Home Loan Mortgage Corporation Act, Title III of the Emergency Home Finance Act of 1970, as amended. Freddie Mac's statutory mission is to provide stability in the secondary market for home mortgages, to respond appropriately to the private capital market and to provide ongoing assistance to the secondary market for home mortgages by increasing the liquidity of mortgage investments and improving the distribution of investment capital available for home mortgage financing. Maturity can be from 1 to 30 years. These loans can be either set at a fixed rate or a variable rate.

LOCAL AGENCY INVESTMENT FUND (LAIF): LAIF was established by the State to enable treasurers to place funds in a pool for investment. Each agency is limited to an investment of $65 million per account.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

MARKET VALUE: The price at which a security is trading and could presumably be

purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase – reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

NATIONALLY RECOGNIZED STATISTICAL-RATING ORGANIZATION (NRSRO): Only commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating as provided for by a nationally recognized statistical-rating organization.

NATIONAL CREDIT UNION SHARE INSURANCE FUND (NCSIF): The National Credit Union Administration administers the NCSIF that insures certificates of deposits with Credit Unions up $250,000 per entity.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) – registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state – the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

REPURCHASE AGREEMENT (RP OR REPO): A holder of securities sells these

securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structure to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, or increasing bank reserves.

REVERSE REPURCHASE AGREEMENT (REVERSE REPO): A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is similar to a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is a borrowing.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

TIME DEPOSITS: are non-negotiable and placed with commercial banks and savings and loan agencies in California. A time deposit is a receipt for funds deposited in a financial institution for a specified period of time at a specified rate of interest. Deposits up to $250,000 (referred as Jumbo CDs) per institution are insured by the government Federal Deposit Insurance Corporation (FDIC). Deposits in excess of the federal deposit insurance limit are required to be collateralized as specified under Government Code Section 53630 et seq.

TREASURY BILLS: A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

TREASURY NOTES: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

UNIFORM NET CAPITAL RULE (SEC Rule 15C3-1): Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD or YIELD TO MATURITY is the current income

yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

JOINT RESOLUTION
CC 2025 - ____ CC 2025 -___ (SA)

A JOINT RESOLUTION OF THE CITY COUNCIL, and SUCCESSOR AGENCY, OF THE CITY OF GLENDORA, CALIFORNIA, DELEGATING THE CITY INVESTMENT AUTHORITY TO THE CITY TREASURER

CITY COUNCIL AND SUCCESSOR AGENCY
City of Glendora, California

WHEREAS, California Government Code Section 53601 authorizes the legislative body of a city having money in a sinking fund or money in its treasury not required for the immediate needs of the city to invest a portion of the money that it deems wise or expedient in certain investments, and;

WHEREAS, pursuant to California Government Code Section 53607, the authority of the legislative body to invest or to reinvest funds of the city, or to sell or exchange securities so purchased, may be delegated for a one-year period by the legislative body to the treasurer of the local agency, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires, and shall make a monthly report of those transactions to the legislative body, and;

WHEREAS, on June 11, 2024, the City Council of the City of Glendora approved an investment policy for the fiscal year 2025-26 and;

WHEREAS, pursuant to California Government Code Section 53607, the City Council of the City of Glendora desires to delegate its investment authority under California Government Code Section 53601 to the City Treasurer.

NOW, THEREFORE, THE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE FORMER GLENDORA COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF GLENDORA HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council, Successor Agency, Housing Authority and Public Financing Authority of the City of Glendora, California pursuant to Government Code Section 53607, hereby delegates to the City Treasurer of the City of Glendora the authority of the city council to invest or to reinvest funds of the city, or to sell or exchange securities so purchased, for a one-year period.

SECTION 2. The City Treasurer shall hereafter assume full responsibility for those transactions relating to the investment or the reinvestment of city funds, and the sale or exchange of securities so purchased until the delegation of this authority is revoked or expires. The authority so delegated shall comply with the provisions of State of California law, including California Government Code Section 53601, and the investment policy.

SECTION 3. The City Treasurer shall make a monthly report of those investment transactions to the City Council.

SECTION 4. The City Treasurer is authorized to execute all contracts necessary to assume and perform the responsibilities authorized herein.

SECTION 5. The City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.

SECTION 6. The City Clerk is hereby directed to forward a copy of this resolution to the City Treasurer.

PASSED, APPROVED AND ADOPTED by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this ___ day of _____, 2025.

City Council,
and Successor Agency,
Glendora, CA

BY: _____
DAVID FREDENDALL
Mayor/Chair

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City/Agency Attorney

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council and Successor Agency to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the ___ day of ___, 2025, by the following vote:

AYES: COUNCIL/AUTHORITY MEMBERS:
NOES: COUNCIL/AUTHORITY MEMBERS:
ABSENT: COUNCIL/AUTHORITY MEMBERS:
ABSTAIN: COUNCIL/AUTHORITY MEMBERS:

Dated:

KATHLEEN R. SESSMAN
City Clerk/Agency Secretary/
Communications Director

RESOLUTION CC 2025-____

A RESOLUTION APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL LISTING AND THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA

THE CITY COUNCIL
City of Glendora, California

WHEREAS, Section 2.08.074(4) of the Glendora Municipal Code provides that it is the duty and responsibility of the City Manager to recommend to the City Council such reorganization of offices, positions, departments, or units under their direction as may be indicated in the interest of efficient, effective, and economical conduct of the city's business.

WHEREAS, Section 2.09.030 of the Glendora Municipal Code provides that a Position Classification Plan, and revisions thereof, shall be prepared by the Personnel Officer covering all positions in the competitive service, which shall become effective upon the approval of the City Council.

WHEREAS, as part of the ongoing effort to modernize the organization, coordinate implementation of the 2025-2027 Strategic Plan objectives, address legislative initiatives, and prepare for succession planning, the need for new classifications were evaluated.

WHEREAS, these changes have been incorporated into the Proposed Budget for Fiscal Years 2025-2027 Two-Year Budget, and beyond.

WHEREAS, periodically the Compensation Plan and authorized positions lists are amended to reflect changes in the organizational structure.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council:

A. Approve the following recommended new and revised classifications and salary ranges for inclusion in the Position Compensation Plan and the Authorized Position Listing within the City's Fiscal Years 2025-27 Two-Year budget plan and approve the job description included as Exhibit A:

Title	Bargaining Unit	Proposed Monthly Salary
Assistant Building Official	GMA	$8,140 - $9,894
Assistant Director Community Development	GMA	$11,789 - $14,329
Crime Analyst	GMA	$7,194 - $8,744

B. Adopt the updated Salary Schedule effective the first pay period after July 1, 2025, included as Exhibit B.

SECTION 2. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same into the Book of Original Resolutions and that this Resolution shall take effect and be in force on this date.

SECTION 3. The City Clerk is hereby directed to forward a copy of this Resolution to the Finance Director.

PASSED, APPROVED AND ADOPTED by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this ____ day of _____, 2025.

City Council of Glendora, CA

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALESHIRE
City Attorney

CERTIFICATION

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ____ day of _____, 2025, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN
City Clerk/Communications Director

Date Adopted: 06/10//2025
Employee Association : GMA
FLSA: Exempt

CITY OF GLENDORA
ASSISTANT BUILDING OFFICIAL

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under direction of the Building Official, assists in managing, planning, and directing the work of the Building Division; supports coordination of division activities with other Community Development divisions, City departments, and outside agencies; assists in performing plan checks and inspections; and performs related duties as required.

CLASS CHARACTERISTICS

This position reports to the Building Official and assists in planning, managing, and directing the work of the Building Division, including supervising building inspectors, technical staff, and clerical personnel.

ESSENTIAL JOB FUNCTIONS

These functions may not be present in all positions in this class. When a position is to be filled, the essential functions will be noted in the announcement of position availability. Letters in parenthesis at the end of each function statement represent the abilities required to perform that function.

1. Assists in planning, directing, and supervising staff while participating in reviewing plans and inspecting buildings for compliance with applicable laws, codes, ordinances, and regulations governing the safety, construction, and alteration of buildings, including structural, electrical, mechanical, and plumbing installations. Assists in the issuance of building and related permits for construction activities within the City. (a b c d g i j k l m q r)

2. Provides information on building regulations, permits, procedures, developments and related matters to developers, architects, engineers, contractors, and the general public. (a d f g i j k l m q)

3. Assists in overseeing the City's building inspection and plan checking program, ensuring compliance with applicable codes and regulations while maintaining efficiency and effectiveness in service delivery. (a b c d g i j k l m q r)

4. Assists in the coordination of proposed projects through staff review and participates in related meetings and addressing issues. (a d f g i j k l m q)

5. Researches code requirements, new materials, methods of construction and related matters, and assists in drafting code revisions. (a b d e g j k l q)

6. Resolves field and office problems regarding the application or interpretation of codes and regulations enforced by the division. (a b c d g i j k l m q)

7. Prepares and presents verbal and written reports on Building Division activities; assists in developing divisional procedures and rules, and ensures compliance. (a b d g j o q r)

8. Assists in developing and administering the annual budget for the Building Division. (a b d g h n o p q)

DRAFT

9. Addresses complaints regarding activities of the Building Division and takes or directs appropriate corrective action. (a d g i j k l m q)

10. Assists in the selection of division employees; plans, organizes, and assigns work; conducts direct staff training and development; assists in reviewing and evaluating employee performance. (a b d e g o q)

11. Assists in projecting trends in workload activity and assigning work in the most effective and efficient manner to maximize productivity in building inspection and plan review. Supports oversight of Building Division office operations, ensuring proper recordkeeping, workflow coordination, and administrative efficiency. (a d e g q)

12. Represents the City, as assigned, in relations with the community, committees, local, state, and federal agencies, historical preservation groups, other City departments, and professional organizations. (a b f j k q)

REQUISITE ABILITIES

The following generally describes the abilities required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

a. Communicate clearly and concisely, both orally and in writing.

b. Research and prepare complex reports.

c. Conduct inspections of buildings and determine compliance with appropriate laws, codes and regulations.

d. Plan, direct and coordinate building inspection, and plan checking activities and manage a division.

e. Select, train, supervise and evaluate employees.

f. Represent the City in a variety of meetings.

g. Make decisions regarding operational and personnel functions.

h. Operate programs within allocated funding.

i. Respond to emergency and problem situations in an efficient and effective manner.

j. Understand, explain and apply policies and procedures.

k. Analyze unusual situations and resolve them through application of management principles and practices.

l. Analyze, interpret and check complex plans, specifications, calculations, laws and regulations.

m. Deal constructively with conflict and develop effective resolutions.

n. Plan and enforce a balanced budget.

o. Develop new policies impacting department operations/procedures.

p. Interpret financial statements and cost accounting reports.

q. Establish and maintain effective public relations.

r. Read and interpret engineering construction drawings and specifications.

MARGINAL FUNCTIONS

These are position functions which may be changed, deleted, or reassigned to accommodate an individual with a disability.

QUALIFICATIONS GUIDELINES

Education and/or Experience *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

A Bachelor's degree or equivalent with major work in civil, mechanical, or structural engineering or a closely related field and three years of recent journey level experience in the building trades, e.g., as a building inspector, building contractor or architect. At least one year of managerial or supervisory experience preferred.

Knowledge and Skill Levels

Thorough knowledge of building, plumbing, electrical, mechanical and related codes and regulations, including the California Building Standards Code and the American with Disabilities Act; methods, materials, techniques, and practices employed in building inspection, design and construction; working knowledge of the principles and practices of organization, administration, budgeting, and personnel management and organization and functions of the various trades, agencies and organizations involved in the construction business.

Special Requirements
Possession of or ability to obtain a Class C California driver's license and a satisfactory driving record.

Possession of, or ability to obtain within one year of employment, ICC certification as a Building Official in accordance with California Health and Safety Code § 18949.28. Possession of ICC certification as a Building Plans Examiner is highly desirable.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed both in a standard office setting and in the field. Fieldwork includes exposure to a variety of environmental conditions such as noise, dust, and weather elements. Duties require visits to construction sites, buildings, and other structures, necessitating adherence to safety protocols.

Physical: Primary functions require sufficient physical ability and mobility to work in both office and field environments; to stand, walk, or sit for extended periods; to climb ladders as necessary and navigate uneven terrain and construction sites; to lift and carry light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination, including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Date Adopted: 06/10/2025
Employee Association : GMA
FLSA: Exempt

CITY OF GLENDORA
ASSISTANT DIRECTOR COMMUNITY DEVELOPMENT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general direction of the Community Development Director plans, organizes, directs, and manages the day-to-day activities and operations of the Community Development Department and assists in the overall management of the department to support the Director; is responsible for the oversight and supervision of one or more divisions; provides highly complex and responsible assistance to the Community Development Director; acts in the absence of the Director; and performs other duties as assigned.

CLASS CHARACTERISTICS

The Assistant Community Development Director exercises a broad range of independence within policy parameters while performing responsible and innovative administrative and division management in support of the City's goals and objectives, under minimal supervision. This classification is distinguished from Division Managers within the Community Development Department by its oversight of, and lead role in, overall department operations. It is further distinguished from the Community Development Director who assumes overall responsibility for all aspects of the Community Development Department.

ESSENTIAL JOB FUNCTIONS

Management reserves the right to add, modify, change, or rescind the work assignments of different positions, and to make reasonable accommodations where appropriate so qualified employees can perform the essential functions of the job. These functions may not be present in all positions in this class. When a position is to be filled, the essential functions will be noted in the announcement of position availability.

1. Assists Director in planning, organizing, directing, and managing overall activities and operations of the Community Development Department.
2. Oversees significant planning efforts such as annexations or economic development projects assigned by the Director.
3. Assists in the development and implementation of overall Community Development Department goals, objectives, strategies, and priorities.
4. Manages the preparation and maintenance of a variety of technical and policy documents related to community development.
5. Assists in the preparation of the department's budget including general, capital improvement, and grant funds.
6. Keeps informed of future trends related to community development including legislation, court rulings, and professional practices and techniques.
7. Prepares and presents oral reports and presentations to the City Council and other City Boards and Commissions, and various public and private groups as may be required.
8. Demonstrates open and direct communication with peers, subordinates, and the public.

DRAFT

9. Effectively resolves citizen complaints or concerns which cannot be resolved by other Division Managers or staff members and regards exceptional public service as a fundamental way of operating
10. Supervises assigned department staff; assigns work activities, projects, and programs; monitors workflow; reviews and evaluates work products, methods, and procedures.
11. Performs other duties as assigned.

REQUISITE ABILITIES

The following generally describes the abilities required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

a. Communicate clearly and concisely, both orally and in writing.
b. Establish and maintain effective relationships with the community at large, business organizations, property and business owners, other professionals, news media and other public officials.
c. Effectively represent the City at a variety of meetings.
d. Administer contracts and ensure compliance with contract provisions.
e. Properly interpreting and applying pertinent laws, regulations, ordinances, and policies.
f. Planning, organizing, coordinating, and directing the activities of a diversified Community Development Department.
g. Analyzing problems, identifying alternative solutions, projecting outcomes, and implementing recommendations in support of goals.
h. Support and promote the City Manager and City Council's policies, goals, and vision.
i. Developing comprehensive strategic plans for present and future departmental services.
j. Principles and practices of supervision, training, and problem-solving techniques.
k. Related computer software applications and standard office software.
l. Effectively apply City, department, and division policies, procedures, rules and regulations, terminology, information systems and standards in the performance of assigned duties.

MARGINAL FUNCTIONS

These are position functions which may be changed, deleted or reassigned to accommodate an individual with a disability.

QUALIFICATION GUIDELINES

Education and/or Experience: *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Experience:
Five (5) years of experience in Community Development at a city or county or related experience is required; OR An equivalent combination of training, certification and experience may be substituted for the above requirements.

Education:
Bachelor's degree from an accredited college or university in Public or Business Administration, Public Policy, Urban Planning, Economics, or a closely related field. A master's degree in public administration or other closely related field is desirable.

Licenses and Certifications:
Possession of, or ability to obtain with 12 months of hire, a valid California Driver's License.

Knowledge and Skills:
Considerable knowledge of the principles, procedures, standards, practices, information sources and trends in the fields of community development and marketing; local, urban planning, construction project management; principles of organization, administration, budget, audits, and personnel management; federal and state regulations relating to grant proposals and safe working practices; methods and techniques of research and statistical analysis, report preparation, administrative analysis and problem solving; ability to read, understand, prepare and review development agreements; use Microsoft Word and Excel computer software programs.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environmental Conditions:
Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with a variety of City staff and others. At least minimal environmental controls are in place to assure health and comfort.

Physical Demands:
The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting and outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, mechanical and electrical hazards, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; work at heights; incumbents may be required to respond to emergency and public calls after hours including evenings and weekends.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting and in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Date Adopted: 06/10//2025
Employee Association : GMA
FLSA:Exempt

CITY OF GLENDORA
CRIME ANALYST

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, performs a variety of difficult and complex professional and analytical assignments providing pertinent information relative to crime patterns, trend correlations, and real time analytics to assist operational and administrative personnel in the Police Department. Collects, analyzes, and disseminates statistics; performs systematic and analytical processes directed at planning the deployment of resources for preventing and suppressing criminal activities, aiding the investigative process, increasing apprehensions, clearing cases, and analyzing information to identify similarities, patterns, and trends among different offenses to assist in identifying suspects and predicting criminal activity, and performs other related duties, as assigned.

CLASS CHARACTERISTICS

The Crime Analyst performs difficult and complex duties, working with general direction. General supervision is provided by a Police Sergeant, Lieutenant, or designee. Technical or functional supervision may be provided by other sworn police personnel. The Crime Analyst plans and prioritizes assignments and tasks and responds to daily demands for analytical information. Performs a variety of difficult and complex professional and analytical duties relating to operation of various software systems, and other data gathered by software systems, conducting comprehensive data collection, and generating detailed reports crucial to the department's operations, including police reports.

ESSENTIAL JOB FUNCTIONS

These functions may not be present in all positions in this class. When a position is to be filled, the essential functions will be noted in the announcement of position availability. The omission of specific statements does not preclude management from assigning specific duties not listed herein if such duties are a logical assignment to the position.

1. Identifies and collects pertinent statistics and data from department crime reports, field interview cards, department computer databases, and state and federal databases; audits and maintains quality control of crime analysis data.

2. Utilizes multiple computer systems and software programs to store, collate, retrieve, and present information.

3. Researches and compiles target-suspect profiles, suspect-crime correlations, and offender characteristics; analyzes information to identify similarities and patterns among different offenses; assists in identifying suspects and predicting criminal activity.

4. Initiates and disseminates crime analysis reports, bulletins and data related to crime series, trends, patterns, and suspect individuals to department personnel to enhance directed patrol and investigative activity.

5. Prepares charts, graphs, and written reports of specific crimes by area and section; prepares maps of specific crimes by area utilizing geographic information systems (GIS) software.

6. Testifies in court or other proceedings.

7. Makes public presentations to professional, community and neighborhood organizations.

8. Assists with the development of agency tactics, strategies, and planning in response to crime trends; creates or modifies existing programs aimed at targeting specific problem areas and addressing specific series, patterns, and trends.

9. Maintains historical statistics and crime trends and comparisons; develops and provides special crime analysis reports including quarterly statistical and monthly activity reports.

10. Assists Department personnel in monitoring and tracking criminal activity, trends, and developing methods and procedures for the dissemination of information to the public.

11. Provides statistical information for filing required reports with State and Federal agencies.

12. Develop and maintain liaison with other law enforcement agencies and analysts to sustain knowledge of regional crime trends and patterns.

13. Attend department events such as National Night Out, Open House, Coffee with a Cop, and other similar opportunities to interact with the community members.

14. Attends detective and patrol briefings and Department meetings as required; participates on committees as assigned; markets crime analysis services to department personnel.

REQUISITE ABILITIES

The following generally describes the abilities required to enter the job and/or be learned within a short period of time to successfully perform the assigned duties.

a. Apply principles of ethical and responsible technology use.

b. Learn the principles, practices, methods, and techniques used in crime analysis.

c. Recognize, identify, and document crime series and patterns.

d. Collect, analyze, interpret, and document complex statistical data.

e. Properly develop and interpret tables, charts, and graphs.

f. Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

g. Prepare and maintain accurate and complete records.

h. Perform accurate mathematical computations.

i. Work independently in the absence of supervision.

j. Prepare clear and concise reports.

k. Maintain confidentially of sensitive information and data.

l. Exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.

m. Communicate clearly and concisely, both orally and in writing.

n. Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

o. Operate an office computer and a variety of word processing, data management, GIS, and other software applications.

p. Strong technology proficiency, particularly in Microsoft Office Suite, with a focus on Excel and data querying techniques, Windows BI, and Crystal Reporting.

q. Receive satisfactory results from a background investigation, physical examination and administrative screening which meet the established qualification standards.

QUALIFICATIONS GUIDELINES

Education and/or Experience: *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Bachelor's degree in criminal justice or related field with some experience in crime analysis or other law enforcement discipline. Two years of responsible analytical staff work preferably in a law enforcement environment.

Knowledge and Skill Levels:
Experience in a municipal law enforcement agency and working knowledge of the California Law Enforcement Telecommunications System (CLETS) is highly desirable.

Special Requirements:

Ability to obtain Crime and Intelligence Analysis certificate issued by an accredited university or recognized organization such as California Crime and Intelligence Analysis Association (CCIAA) or International Association of Crime Analysts (IACA); (current possession of the certificate will be considered more desirable.)

Possession of a valid California driver's license issued by California Department of Motor Vehicles.

Individuals may be assigned to rotating work shifts, including evenings, holidays, and weekends.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in a standard office setting with travel to conduct site investigations; exposure to outside weather conditions; expose to noise, dust, working and/or walking on various types of surfaces including slippery or uneven surfaces and rough terrain; subject to noise from office equipment operation and construction site environment; frequent interruptions and contact in person and on the telephone with a variety of City staff and others. At least minimal environmental controls are in place to assure health and comfort.

Physical: Primary functions require sufficient physical ability and mobility to work in an office and field setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

CITY OF GLENDORA
AFSCME SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 6/10/25 3% Increase

	APPROXIMATE MONTHLY				
POSITION TITLE	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
ACCOUNTANT	5,828.85	6,120.30	6,426.31	6,747.63	7,085.01
ACCOUNTING TECHNICIAN	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25
ASSISTANT PLANNER	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
ASSOCIATE PLANNER	6,759.68	7,097.67	7,452.55	7,825.18	8,216.44
BUILDING/CONSTRUCTION INSPECTOR TRAINEE	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
BUILDING INSPECTOR	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
BUILDING TECHNICIAN	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
CIVIL ENGINEERING ASSISTANT	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
CIVIL ENGINEERING ASSISTANT II	6,928.67	7,275.11	7,638.86	8,020.81	8,421.85
COMMUNITY PRESERVATION OFFICER	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
COMMUNITY SERVICES OFFICER	4,553.49	4,781.17	5,020.22	5,271.23	5,534.80
CONSTRUCTION INSPECTOR	6,123.94	6,430.14	6,751.64	7,089.22	7,443.69
COURT LIASON	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
DIGITAL MEDIA SPECIALIST	6,594.81	6,924.55	7,270.78	7,634.32	8,016.04
DIGITAL MEDIA TECHNICIAN	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
ENGINEERING TECHNICIAN	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
HUMAN SERVICES AND OUTREACH COORDINATOR	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
JAILER	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
LIBRARIAN I	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
LIBRARIAN II	6,594.81	6,924.55	7,270.78	7,634.32	8,016.04
LIBRARY TECHNICIAN	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25
MAINTENANCE LEAD WORKER	5,280.65	5,544.69	5,821.92	6,113.02	6,418.67
MAINTENANCE WORKER	4,228.37	4,439.79	4,661.78	4,894.87	5,139.61
MECHANIC	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
OFFICE ASSISTANT	3,646.11	3,828.41	4,019.84	4,220.83	4,431.87
PAYROLL ACCOUNTANT	5,828.85	6,120.30	6,426.31	6,747.63	7,085.01
PLANNING TECHNICIAN	4,784.01	5,023.21	5,274.37	5,538.09	5,815.00
PLANS EXAMINER	6,928.67	7,275.11	7,638.86	8,020.81	8,421.85
POLICE DISPATCHER I	4,903.61	5,148.79	5,406.23	5,676.54	5,960.37
POLICE DISPATCHER II	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
POLICE OFFICER TRAINEE	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
POLICE RECORDS SPECIALIST	4,024.62	4,225.85	4,437.15	4,659.00	4,891.95
PROPERTY AND EVIDENCE TECHNICIAN	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
RECREATION & HUMAN SERVICES COORDINATOR	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
REGISTERED ASSOCIATE CIVIL ENGINEER	7,839.16	8,231.12	8,642.67	9,074.81	9,528.55
SENIOR ACCOUNTANT	6,759.68	7,097.67	7,452.55	7,825.18	8,216.44
SENIOR ACCOUNTING TECHNICIAN	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
SENIOR BUILDING INSPECTOR	7,279.44	7,643.41	8,025.58	8,426.86	8,848.20
SENIOR COMMUNITY SERVICES OFFICER	5,547.99	5,825.39	6,116.65	6,422.49	6,743.61
SENIOR DIGITAL MEDIA SPECIALIST	7,647.96	8,030.36	8,431.88	8,853.47	9,296.14
SENIOR LIBRARY TECHNICIAN	4,442.43	4,664.55	4,897.78	5,142.67	5,399.80
SENIOR MAINTENANCE WORKER	4,667.33	4,900.69	5,145.73	5,403.02	5,673.17
SENIOR OFFICE ASSISTANT	4,024.62	4,225.85	4,437.15	4,659.00	4,891.95
SENIOR PERMIT TECHNICIAN	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
WATER CONSERVATION OFFICER	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
WATER PRODUCTION LEAD OPERATOR	6,277.04	6,590.89	6,920.43	7,266.46	7,629.78
WATER PRODUCTION OPERATOR I	5,151.86	5,409.45	5,679.92	5,963.92	6,262.11
WATER PRODUCTION OPERATOR II	5,686.69	5,971.02	6,269.57	6,583.05	6,912.20
WATER UTILITY LEADWORKER	5,974.57	6,273.30	6,586.97	6,916.32	7,262.13
WATER UTILITY WORKER I	4,784.01	5,023.21	5,274.37	5,538.09	5,815.00
WATER UTILITY WORKER II	5,412.67	5,683.30	5,967.47	6,265.84	6,579.13
WATER UTILITY WORKER TRAINEE	4,125.24	4,331.50	4,548.07	4,775.48	5,014.25

CITY OF GLENDORA
GLENDORA MANAGEMENT ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7,2025

Revised 6/10/25 3% Increase

	APPROXIMATE MONTHLY				
POSITION TITLE	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
ACCOUNTING MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
ACCOUNTING SUPERVISOR	8,139.69	8,546.68	8,974.01	9,422.71	9,893.85
ADMINSTRATIVE ASSISTANT	4,728.06	4,964.46	5,212.69	5,473.32	5,746.99
ASSISTANT BUILDING OFFICIAL	8,139.69	8,546.68	8,974.01	9,422.71	9,893.85
ASSISTANT DIRECTOR COMMUNITY DEVELOPMENT	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR FINANCE	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR HUMAN RESOURCES	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
ASSISTANT DIRECTOR PUBLIC WORKS	11,788.70	12,378.14	12,997.04	13,646.90	14,329.24
BUILDING OFFICIAL	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
BUSINESS SERVICES MANAGER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
CITY CLERK SPECIALIST	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
CITY PLANNER	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
CRIME ANALYST	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
DEPUTY CITY CLERK/ RECORDS MANAGER	7,374.16	7,742.87	8,130.01	8,536.51	8,963.34
ECONOMIC DEVELOPMENT & HOUSING MGR	10,165.36	10,673.63	11,207.31	11,767.68	12,356.06
EQUIPMENT MAINTENANCE SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
EXECUTIVE ASSISTANT	5,760.68	6,048.72	6,351.15	6,668.71	7,002.14
FACILITIES MAINTENANCE SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
HUMAN RESOURCES ANALYST	6,358.71	6,676.65	7,010.48	7,361.01	7,729.06
HUMAN RESOURCES TECHNICIAN	5,218.89	5,479.84	5,753.83	6,041.52	6,343.60
HUMAN SERVICES MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
HUMAN SERVICES SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
INFORMATION TECHNOLOGY PROJECT MGR	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
LANDSCAPE SUPERVISOR	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
LIBRARY SERVICES MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
MANAGEMENT AIDE	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
MANAGEMENT ANALYST	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
OFFICE COORDINATOR	5,620.18	5,901.19	6,196.25	6,506.06	6,831.36
PARKS & LANDSCAPE CONTRACTS SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
PAYROLL SUPERVISOR	8,139.69	8,546.68	8,974.01	9,422.71	9,893.85
POLICE DISPATCH SUPERVISOR	6,680.62	7,014.66	7,365.39	7,733.66	8,120.34
POLICE RECORDS SUPERVISOR	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
PRINCIPAL CIVIL ENGINEER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
PRINCIPAL PLANNER	8,765.56	9,203.84	9,664.03	10,147.23	10,654.59
PURCHASING COORDINATOR	5,904.70	6,199.93	6,509.93	6,835.43	7,177.20
PW MAINTENANCE & OPERATIONS MGR	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
PW MAINTENANCE & OPERATIONS SUPVSR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
RECREATION MANAGER	9,209.32	9,669.78	10,153.27	10,660.93	11,193.98
RECREATION SUPERVISOR	6,517.68	6,843.57	7,185.75	7,545.03	7,922.28
RISK MANAGMENT ADMINISTRATOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
SENIOR HUMAN RESOURCES ANALYST	7,747.48	8,134.85	8,541.59	8,968.67	9,417.11
SENIOR LIBRARIAN	6,203.62	6,513.81	6,839.50	7,181.47	7,540.54
SENIOR MANAGEMENT ANALYST	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
SENIOR PLANNER	7,941.16	8,338.22	8,755.13	9,192.89	9,652.53
SUPPORT SERVICES MANAGER	6,052.32	6,354.93	6,672.68	7,006.31	7,356.63
SUPPORT SERVICES SUPERVISOR	7,747.48	8,134.85	8,541.59	8,968.67	9,417.11
WATER DIVISION MANAGER	9,675.54	10,159.31	10,667.28	11,200.64	11,760.68
WATER PRODUCTION SUPERVISOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72
WATER UTILITY SUPERVISOR	7,194.30	7,554.02	7,931.72	8,328.30	8,744.72

CITY OF GLENDORA
POLICE OFFICERS ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 6/10/25 4% Increase

POSITION TITLE	APPROXIMATE MONTHLY Step 1	Step 2	Step 3	Step 4	Step 5
POLICE OFFICER	7,866.92	8,260.26	8,673.28	9,106.93	9,562.29
POLICE OFFICER - INT POST	8,181.59	8,590.67	9,020.21	9,471.21	9,944.78
POLICE OFFICER - ADVANCED POST	8,417.60	8,838.48	9,280.40	9,744.42	10,231.65
POLICE CORPORAL	9,120.66	9,576.69	10,055.53	10,558.30	10,822.26
POLICE CORPORAL - INT POST	9,485.48	9,959.75	10,457.75	10,980.63	11,255.15
POLICE CORPORAL - ADVANCED POST	9,759.10	10,247.06	10,759.42	11,297.38	11,579.82

CITY OF GLENDORA
POLICE MANAGEMENT ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 8, 2024

Revised 7/1/2024 4% Increase

POSITION TITLE	APPROXIMATE MONTHLY Step 1	Step 2	Step 3	Step 4	Step 5
POLICE SERGEANT	11,201.05	11,761.10	12,349.15	12,966.61	13,614.94
POLICE SERGEANT - SUPERVISORY POST	11,801.05	12,361.10	12,949.15	13,566.61	14,214.94
POLICE SERGEANT - MANAGEMENT POST	11,901.05	12,461.10	13,049.15	13,666.61	14,314.94
POLICE LIEUTENANT	13,617.58	14,298.46	15,013.38	15,764.05	16,552.25
POLICE LIEUTENANT - SUPERVISORY POST	14,217.58	14,898.46	15,613.38	16,364.05	17,152.25
POLICE LIEUTENANT - MANAGEMENT POST	14,317.58	14,998.46	15,713.38	16,464.05	17,252.25
POLICE CAPTAIN	15,764.74	15,802.98	17,380.62	18,249.65	19,162.13
POLICE CAPTAIN - SUPERVISORY POST	16,364.74	16,402.98	17,980.62	18,849.65	19,762.13
POLICE CAPTAIN - MANAGEMENT POST	16,464.74	16,502.98	18,080.62	18,949.65	19,862.13

CITY OF GLENDORA
PART-TIME EMPLOYEES
SALARY SCHEDULE

Revised 6/10/25 3% Increase to PTL

POSITION TITLE	TYPE	EFF.	APPROXIMATE HOURLY Step 1	Step 2	Step 3	Step 4	Step 5
PT ADMINISTRATIVE ASSISTANT	PTL	7/7/2025	27.28	28.64	30.07	31.58	33.16
PT BUILDING INSPECTOR	PTL	7/7/2025	34.47	36.19	38.00	39.90	41.90
PT COMMUNITY SERVICES OFFICER	PTL	7/7/2025	26.27	27.58	28.96	30.41	31.93
PT EXECUTIVE ASSISTANT	PTL	7/7/2025	33.23	34.90	36.64	38.47	40.40
PT JAILER	PTL	7/7/2025	26.93	28.27	29.69	31.17	32.73
PT LIBRARIAN I	PTL	7/7/2025	32.81	34.45	36.17	37.98	39.88
PT LIBRARIAN II	PTL	7/7/2025	38.05	39.95	41.95	44.04	46.25
PT MAINTENANCE WORKER	PTL	7/7/2025	24.39	25.61	26.89	28.24	29.65
PT OFFICE ASSISTANT	PTL	7/7/2025	21.04	22.09	23.19	24.35	25.57
PT PLANNING TECHNICIAN	PTL	7/7/2025	27.60	28.98	30.43	31.95	33.55
PT POLICE LIEUTENANT	PTL	7/7/2025	78.56	82.49	86.62	90.95	95.49
PT POLICE OFFICER	PTL	7/7/2025	43.64	45.82	48.11	50.52	53.05
PT POLICE RECORDS SPECIALIST	PTL	7/7/2025	23.22	24.38	25.60	26.88	28.22
PT POLICE SERGEANT	PTL	7/7/2025	64.62	67.85	71.25	74.81	78.55
PT POLICE DISPATCHER I	PTL	7/7/2025	28.29	29.70	31.19	32.75	34.39
PT POLICE DISPATCHER II	PTL	7/7/2025	34.47	36.19	38.00	39.90	41.90
PT REC & HUMAN SERVICES COORD	PTL	7/7/2025	26.93	28.27	29.69	31.17	32.73
PT RETIRED ANNUITANT	PTL	7/7/2025	24.29	30.69	32.23	33.84	36.60
PT SENIOR OFFICE ASSISTANT	PTL	7/7/2025	23.22	24.38	25.60	26.88	28.22
PT WATER CONSERVATION OFFICER	PTL	7/7/2025	29.72	31.21	32.77	34.41	36.13
PT ADMINISTRATIVE INTERN	PT	12/23/2024	21.12	22.18	23.29	24.45	25.67
PT ASSISTANT MECHANIC	PT	12/23/2024	19.61	20.59	21.62	22.70	23.84
PT LIBRARY AIDE I	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT LIBRARY AIDE II	PT	12/23/2024	19.13	20.09	21.10	22.15	23.26
PT LIBRARY AIDE III	PT	12/23/2024	21.65	22.73	23.87	25.06	26.32
PT LIBRARY AIDE IV	PT	12/23/2024	23.90	25.09	26.35	27.66	29.05
PT LIBRARY AIDE V	PT	12/23/2024	33.77	35.45	37.23	39.09	41.04
PT MAINTENANCE AIDE II	PT	12/23/2024	23.31	24.48	25.70	26.99	28.34
PT MARKETING INTERN	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT OFFICE AIDE I	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT OFFICE AIDE II	PT	12/23/2024	18.21	19.12	20.08	21.08	22.14
PT OFFICE AIDE III	PT	12/23/2024	19.13	20.09	21.10	22.15	23.26
PT OFFICE AIDE IV	PT	12/23/2024	20.61	21.64	22.72	23.85	25.05
PT POLICE CADET	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT RECREATION AIDE	PT	12/23/2024	16.50	17.33	18.19	19.10	20.06
PT RECREATION LEADER	PT	12/23/2024	19.61	20.59	21.62	22.70	23.84
PT RECREATION SPECIALIST I	PT	12/23/2024	22.75	23.88	25.08	26.33	27.65
PT RECREATION SPECIALIST II	PT	12/23/2024	26.38	27.70	29.08	30.54	32.06
PT RESERVE POLICE OFFICER	PT	12/23/2024	17.77	18.66	19.59	20.57	21.60

CITY OF GLENDORA
EXECUTIVE DIRECTORS
SALARY SCHEDULE

Revised 6/10/25 3% Increase 3% CM

				APPROXIMATE MONTHLY									
POSITION TITLE	**CLASS**	**RANGE**	**EFFECTIVE**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**Step 9**	**Step 10**
CITY MANAGER	5101	01	1/6/2025	26,179.17									
ASSISTANT CITY MANAGER	5109	12	7/7/2025	18,316.46	18,774.37	19,243.73	19,724.83	20,217.94	20,723.39	21,241.48	21,772.52	22,316.83	22,874.75
CITY CLERK/COMMUNICATIONS DIRECTOR	5108	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.80	16,760.60
COMMUNITY DEVELOPMENT DIRECTOR	5401	11	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
DEPUTY CITY MANAGER	5110	13	7/7/2025	17,224.43	17,655.04	18,096.41	18,548.82	19,012.55	19,487.86	19,975.06	20,474.43	20,986.29	21,785.43
FINANCE DIRECTOR/CITY TREASURER	5201	11	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
INFO TECHNOLOGY DIRECTOR	5801	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.81	16,760.60
LIBRARY DIRECTOR	5601	10	7/7/2025	12,501.85	12,814.40	13,134.76	13,463.12	13,799.70	14,144.69	14,498.31	14,860.77	15,232.29	15,613.10
POLICE CHIEF	5302	12	7/7/2025	18,316.46	18,774.37	19,243.73	19,724.83	20,217.94	20,723.39	21,241.48	21,772.52	22,316.83	22,874.75
PUBLIC WORKS DIRECTOR	5501	08	7/7/2025	15,099.24	15,476.72	15,863.64	16,260.22	16,666.73	17,083.40	17,510.48	17,948.25	18,396.95	18,856.88
RECREATION AND HUMAN SERVICES DIRECTOR	5701	09	7/7/2025	13,420.69	13,756.20	14,100.11	14,452.61	14,813.93	15,184.28	15,563.88	15,952.98	16,351.81	16,760.60

CITY OF GLENDORA
ELECTED CITY COUNCIL
SALARY SCHEDULE

Revised 12/1/2024

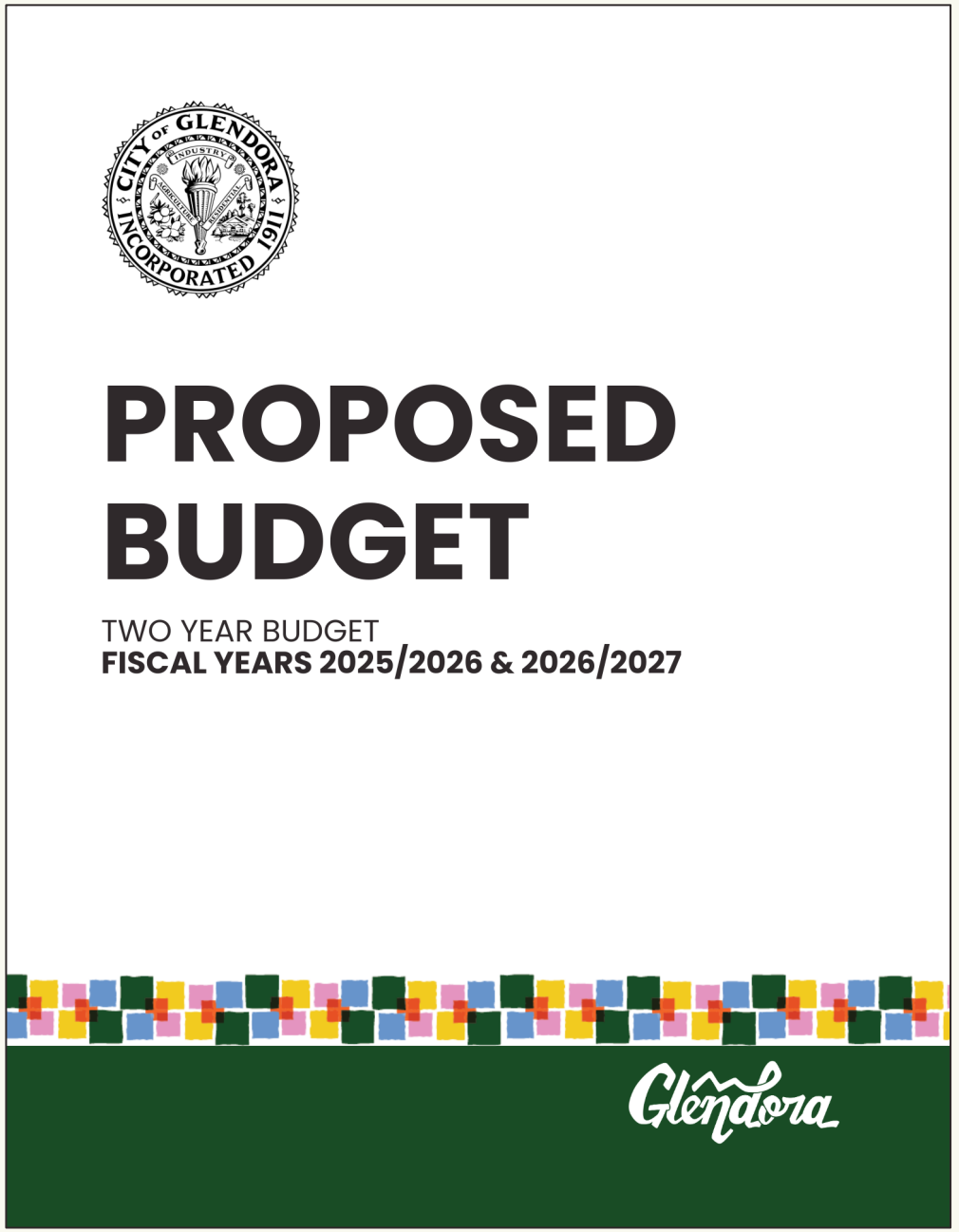
				APPROXIMATE MONTHLY									
POSITION TITLE	**CLASS**	**RANGE**	**EFFECTIVE**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**Step 9**	**Step 10**
CITY COUNCIL	7010	01	12/9/2024	1,600.00									

FY2025-2027 BUDGET WORKSHOP

FINANCE DEPARTMENT
SPECIAL BUDGET WORKSHOP
JUNE 3, 2025
KYLE JOHNSON, FINANCE DIRECTOR

WORKSHOP AGENDA

- Introductory Comments
- Budget Overview
  - General Fund
  - Measures E/Z
  - Other Funds
  - Capital Improvement Program
- Department Presentations



Glendora

Home / City Hall / Finance Department / **Budget & Reports**

Budget & Reports

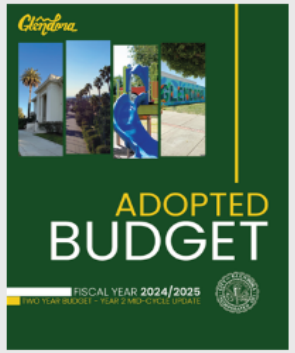
The City of Glendora is committed to reporting its financial activities in a timely and transparent manner. This describes the City's budgeting and financial reporting processes and provides compensation information.

The City's fiscal year begins July 1st and ends June 30th. The annual budget is developed in meetings open to the public. The budget applicable to the upcoming fiscal year is annually adopted by the end of June. The adopted annual budget is posted on the City's website. Hard copy editions of the budget are also available in the City Clerk's office for review.

The Finance Director presents monthly reviews of the City's financial status every September, October, November, December, March, April, May and June. A midyear review of the City's financial status is presented to the City Council every February. All meetings open to the public. In addition, at each City Council meeting, disbursement reports are presented to the City Council for review and approval.

Each year, the City Council engages a registered independent accounting firm to conduct an examination of the City's annual financial statements. The City Council meets with the independent accountants in a public meeting in December to discuss the financial statements and the audit report. The independent accountants are available to respond to appropriate questions from the public. The Comprehensive Annual Financial Report and the Auditor's Report covering the preceding fiscal year are posted to the City's website, along with the Current Fiscal Year Adopted Budget and all are available to the public for review at City Hall. Copies will be provided upon payment of a copying fee.

Current Fiscal Year



Adopted Budget

- FY 2024/25 Two-Year Budget - Year 2: Mid-Cycle Update

Budget in Brief & By the Numbers

- 2025 Budget in Brief (PDF, 12MB)
- 2025 By the Numbers (PDF, 6MB)

Master Schedule of Fees

2024/2025 Schedule of Fees for Service (PDF, 5MB)

PROPOSED BUDGET

- 2025-2027-Proposed-Two-Year-Budget.pdf (PDF, 19MB)

POPULAR ANNUAL FINANCIAL REPORT

- FY2023 Popular Annual Financial Report (PDF, 11MB)

ESCHEATMENT REPORT

- Uncashed Checks / Unclaimed Funds (PDF, 124KB)

Adopted Budgets +

TRANSPARENCY AND WEBSITE INFORMATION

Glendora

RECOGNITION

California Society of Municipal Finance Officers

Certificate of Award

Operating Excellence
Fiscal Years 2023-2024 & 2024-2025

Presented to the

City of Glendora

For meeting the criteria established to achieve a CSMFO Award in Budgeting.

January 29, 2024

Rich Lee
2023 CSMFO President

James Russell-Field
James Russell-Field, Chair
Recognition Committee

Dedicated to Excellence in Municipal Financial Reporting

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Glendora
California

For the Biennium Beginning

July 01, 2023

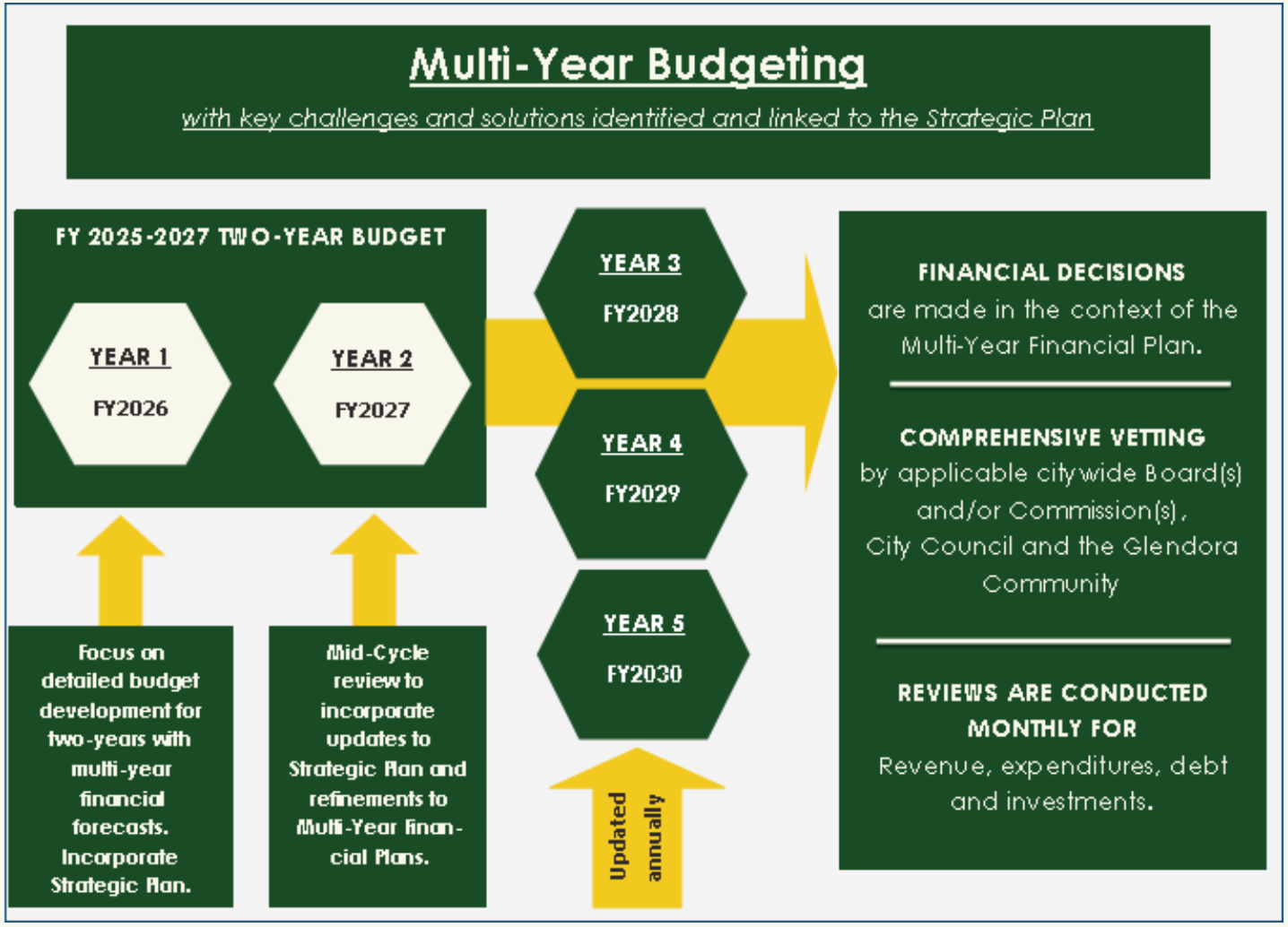
Christopher P. Morrill

Executive Director

STRATEGIC PLAN FOCUS

Strategic goals and objectives are linked using goals, outcomes, and/or actions in the strategic plan document

MULTI-YEAR BUDGETING



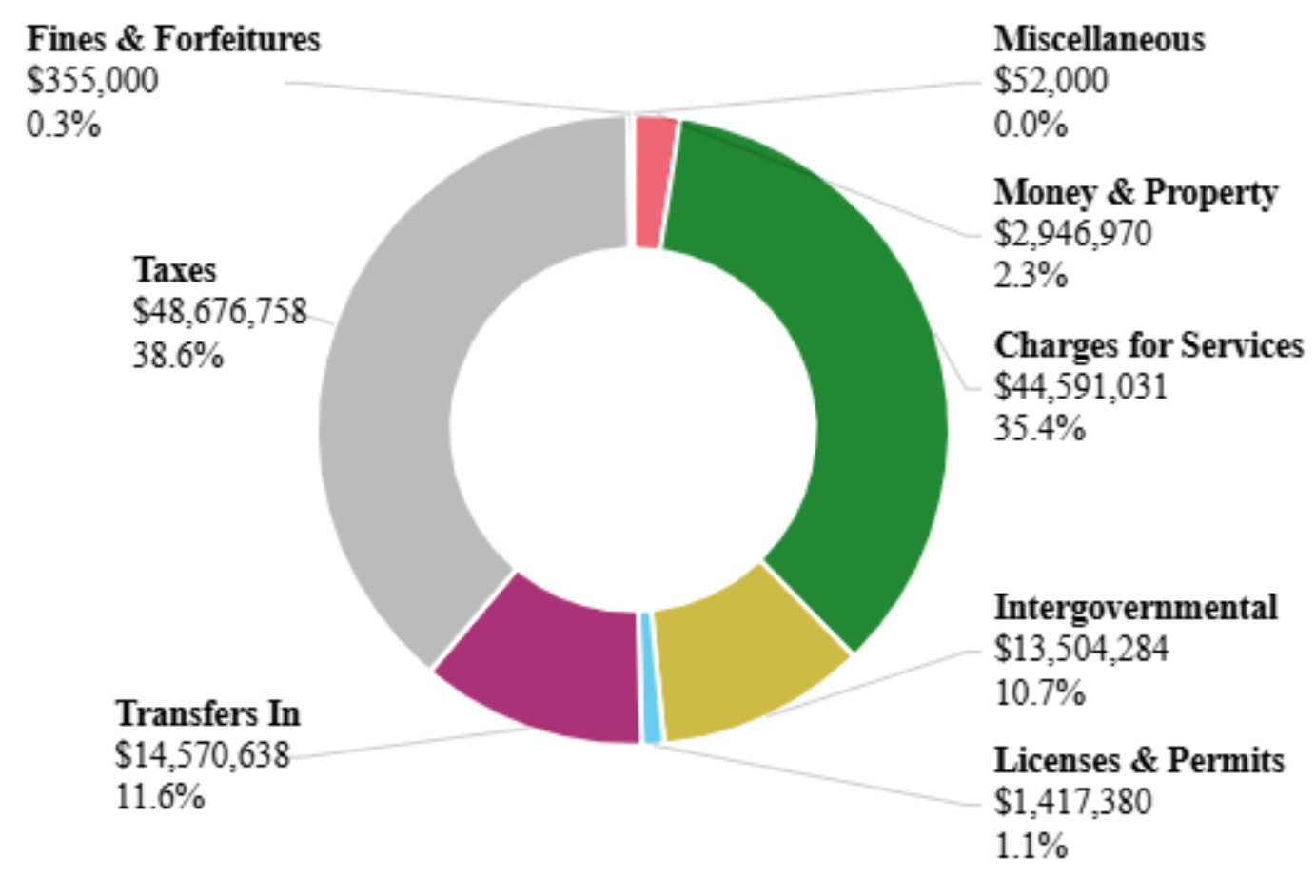
BUDGET PROCESS

ALL FUND TYPES – OVERVIEW – FISCAL YEAR 2025-26

Fund Type	Estimated Available Balance	FY 2026 Estimated Revenue	FY 2026 Estimated Expenditures	Projected Available Balance
General Fund	17,992,731	46,199,930	45,491,332	18,701,329
Measures E/Z	-	11,507,000	9,943,250	1,563,750
Pension Stabilization	1,610,566	176,000	-	1,786,566
GUSD JUA	-	1,068,530	1,068,530	-
Special Revenue	12,829,240	15,521,187	15,877,682	12,472,745
Capital Projects	4,715,772	518,173	3,304,294	1,929,651
Debt Service	52,600	3,492,905	3,492,905	52,600
Enterprise Funds	20,428,385	33,416,575	31,381,889	22,463,071
Internal Service	6,891,957	11,296,121	12,256,130	6,021,947
Successor Agency	243,495	2,917,640	2,862,565	298,570
Grand Total	64,854,746	126,114,061	125,678,577	65,290,229

ALL FUND TYPES – OVERVIEW – FISCAL YEAR 2026-27

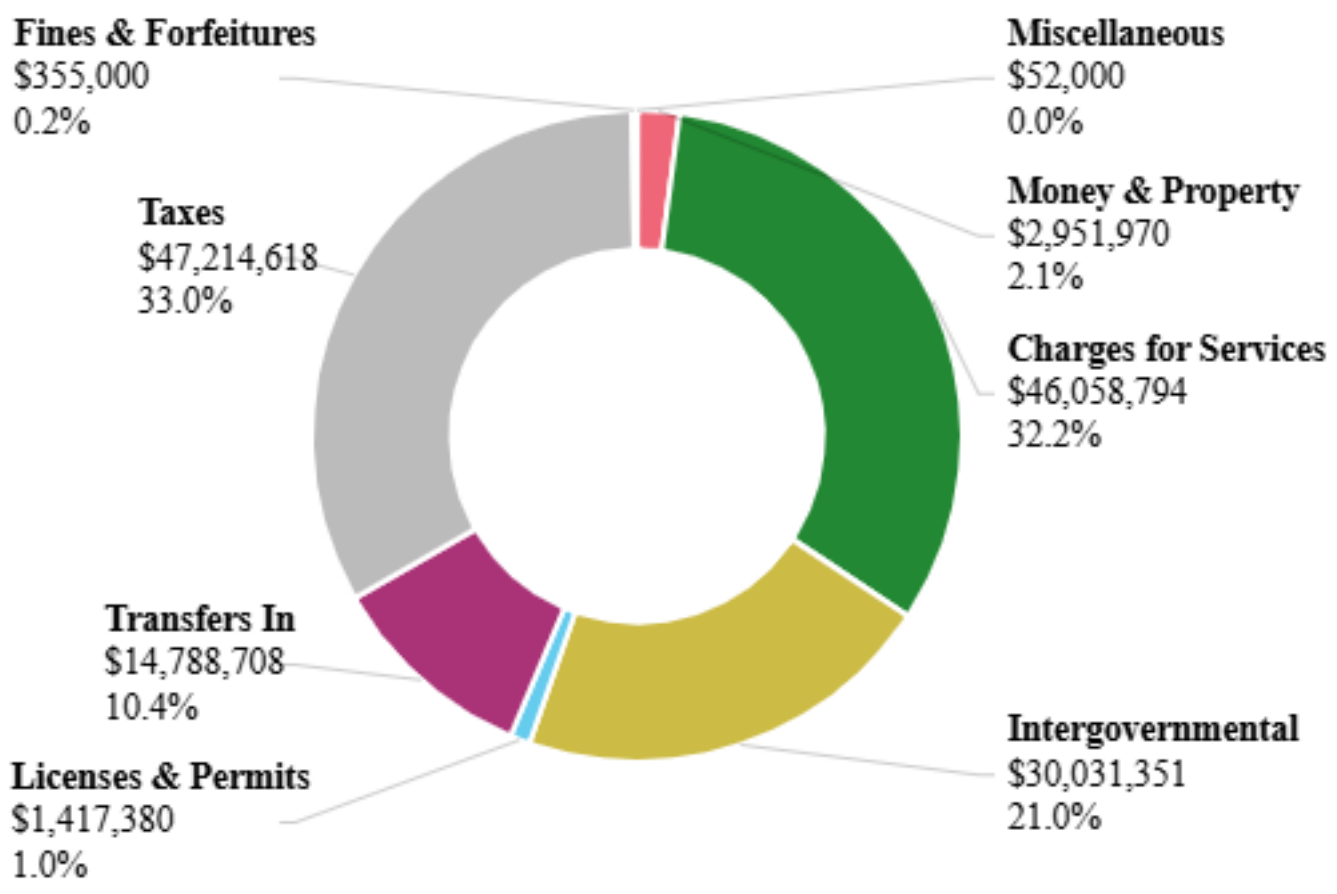
Fund Type	Estimated Available Balance	FY 2027 Estimated Revenue	FY 2027 Estimated Expenditures	Projected Available Balance
General Fund	18,701,731	48,231,970	47,857,225	19,075,589
Measures E/Z	1,563,750	11,547,000	10,766,415	2,344,335
Pension Stabilization	1,786,566	206,000	-	1,992,566
GUSD JUA	-	1,088,400	1,088,400	-
Special Revenue	12,472,745	32,098,254	30,045,471	14,525,527
Capital Projects	1,929,651	252,778	1,560,250	622,179
Debt Service	52,600	3,496,405	3,496,405	52,600
Enterprise Funds	22,463,071	33,906,175	35,240,390	21,128,856
Internal Service	6,021,947	11,942,324	12,012,448	5,951,823
Successor Agency	298,570	101,000	100,000	299,570
Grand Total	65,290,229	142,869,821	142,167,004	65,993,046



CITYWIDE REVENUES FY2026

Graph Includes:

- Transfers between Measures E/Z & General Fund, Prop C/Gas Tax, Water Operating/Capital and General Fund Reserve Transfers



CITYWIDE REVENUES FY2027

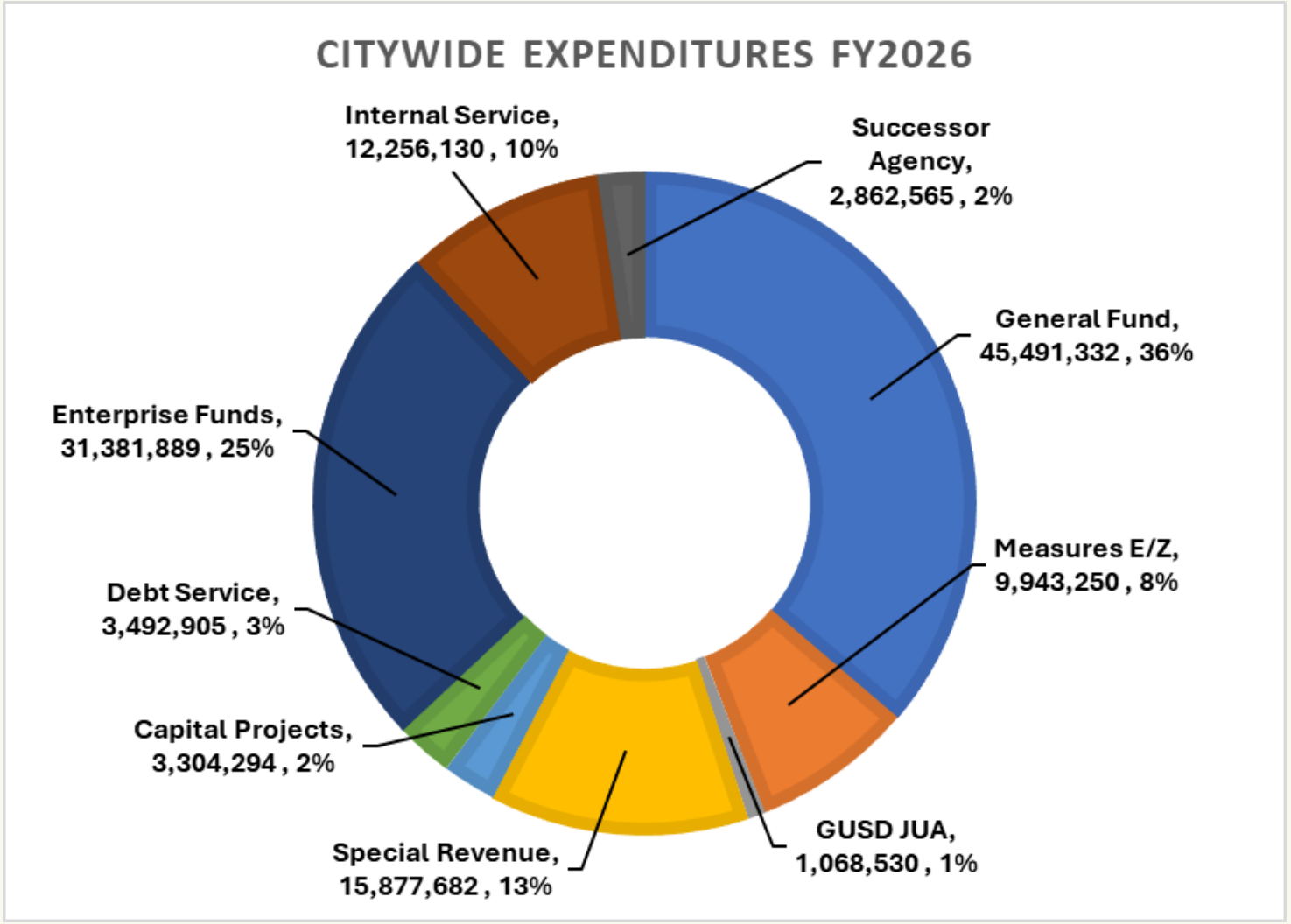
Graph Includes:

- Transfers between Measures E/Z & General Fund, Prop C/Gas Tax, Water Operating/Capital and General Fund Reserve Transfers
- $18 million grant for Finkbiner Stormwater Capture Project

CITYWIDE EXPENDITURES FY2026

Notes:

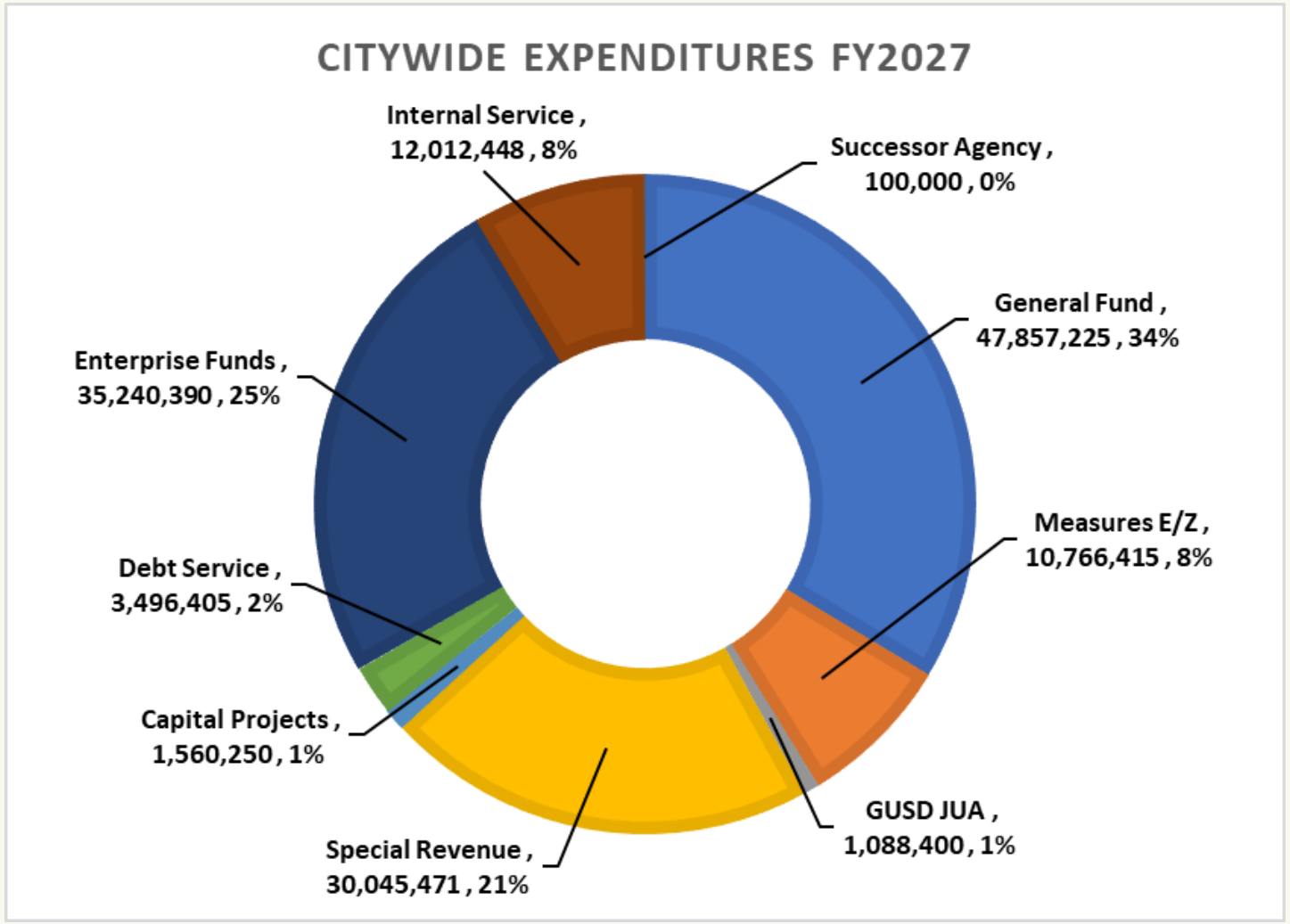
- Citywide Total: $125,678,577
- General Fund & Enterprise Funds: 61% of citywide expenditures



CITYWIDE EXPENDITURES FY2027

Notes:

- Citywide Total: $142,167,004
- General Fund & Enterprise Funds: 59% of citywide expenditures
- Special Revenue includes ~$18M grant for Finkbiner Park Stormwater Capture Project



AUTHORIZED FTES BY DEPARTMENT

Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
City Clerk	7.00	7.00	7.00	7.00	7.00
City Manager	3.00	4.00	4.00	4.00	4.00
Information Technology	4.00	4.00	4.00	4.00	4.00
Administrative Services	18.00	17.00	17.00	17.50	17.50
Public Safety	96.75	98.75	99.40	100.40	101.40
Community Development	18.20	19.20	19.20	18.00	18.00
Public Works	68.50	68.50	69.00	64.00	64.00
Library	20.30	20.30	20.30	20.30	20.30
Recreation & Human Services	23.10	26.40	29.75	30.80	30.80
Total	**258.85**	**265.15**	**269.65**	**266.00**	**267.00**

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AUTHORIZED FTES RECONCILIATION

Department	Position	Reason	FTE
Amended FY2024-25 Budget Positions (Full time and Part time)			**269.65**
FY2025-26 Position Changes			
Full Time Positions -			
Police Department	Crime Analyst	Position Added	1.00
Police Department	Office Assistant	Position Added	1.00
Police Department	Community Services Officer	Position Removed	(1.00)
Community Development	Assistant Community Development Director	Position Added	1.00
Community Development	Transportation Manager	Position Removed	(1.00)
Community Development	Management Analyst (Transportation)	Position Removed	(1.00)
Community Development	Assistant Building Official	Position Added	1.00
Community Development	Plans Examiner	Position Removed	(1.00)
Community Development	Administrative Assistant	Position Added	1.00
Community Development	Management Aide	Position Removed	(1.00)
Public Works	Registered Associate Civil Engineer	Position Removed	(2.00)
Public Works	Civil Engineering Assistant I	Position Removed	(2.00)
Public Works	Public Works Maintenance and Operations Supervisor	Position Removed	(1.00)
		Net	**(5.00)**
Part Time Positions -			
Administrative Services	Risk Management Administrator	Position Added	0.50
Community Development	Building Inspector	Position Removed	(0.20)
Recreation & Human Services	Recreation Specialist	Position Added	0.80
Recreation & Human Services	Recreation Aide	Position Added	0.25
		Net	**1.35**
		Total Change in Authorized Positions	**(3.65)**
		Total FY 2025-26 Budgeted Positions	**266.00**

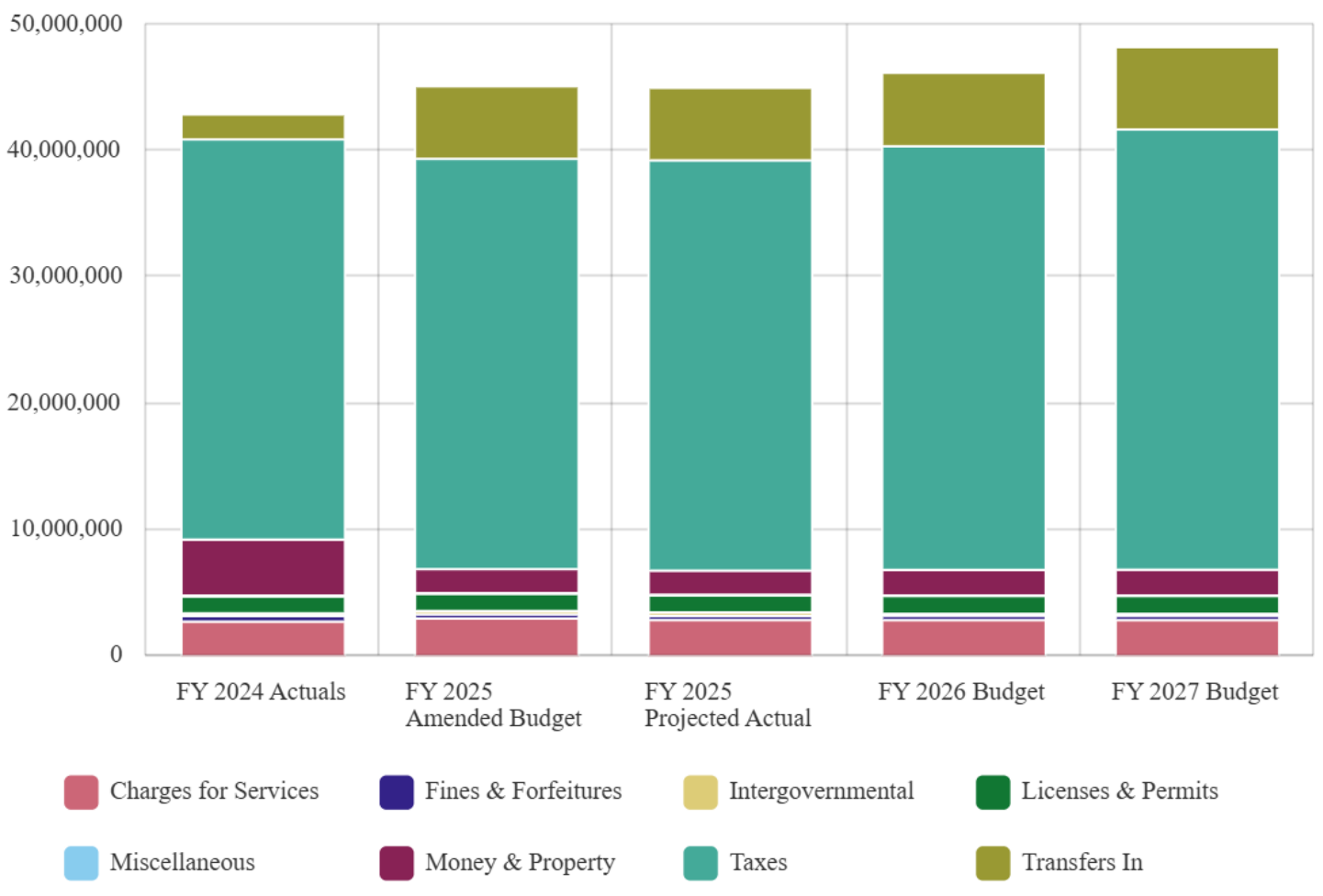
FY2026-27 Position Changes			
Full Time Positions -			
Police Department	Police Officer	Position Added	1.00
		Net	**1.00**
Part Time Positions -			
		Net	**-**
		Total Change in Authorized Positions	**1.00**
		Total FY 2026-27 Budgeted Positions	**267.00**

Footnotes:

Actions to continue retention efforts and modernize the City's staffing model.

Reclassifications listed with the added position first and the eliminated position second.

GENERAL FUND REVENUES

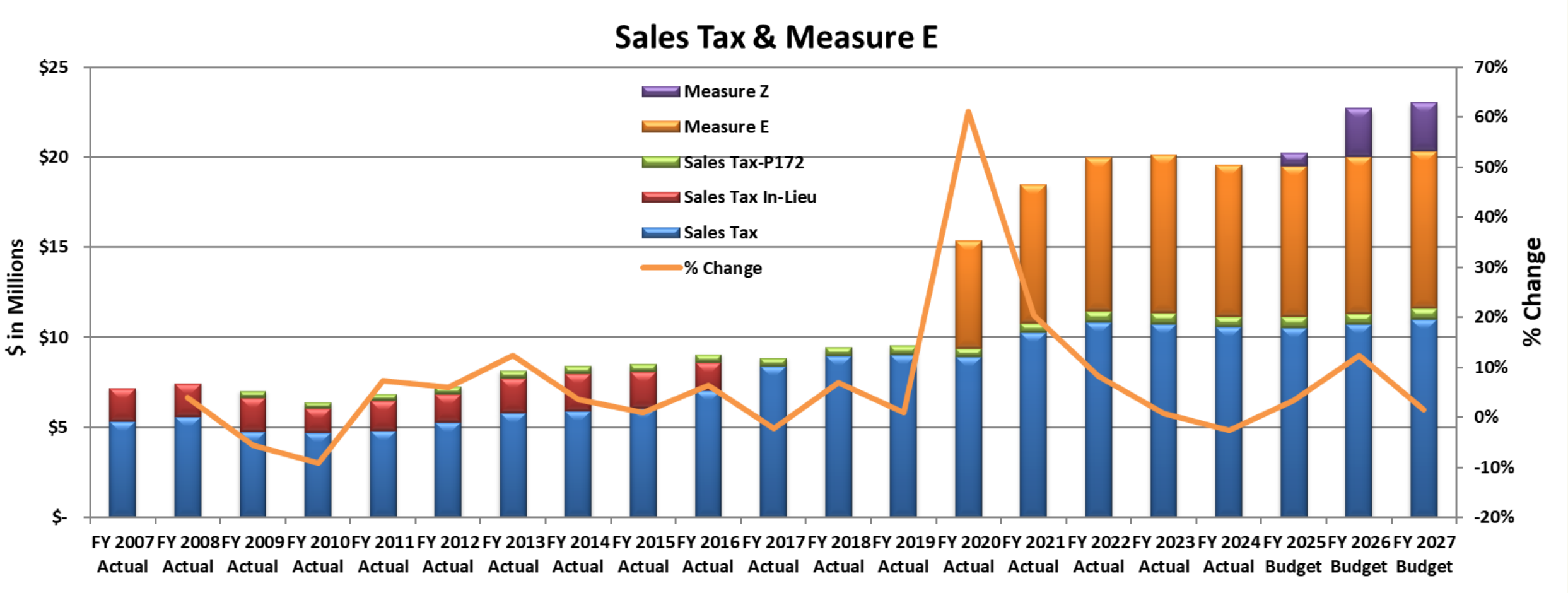


Top 5 General Fund Revenues*

Description	FY2026	FY2027
Property Taxes	18,628,000	19,617,500
Sales and Use Tax	11,300,000	11,600,000
Franchise Taxes	2,992,000	3,007,000
Charges for Services	2,873,730	2,873,520
Transfers In	5,801,250	6,513,515
Total	**41,594,980**	**43,611,535**

*90% of Total

SALES TAX & MEASURES E/Z



GENERAL FUND EXPENDITURES

General Fund Expenditures by Department

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
General Government					
Non-Departmental	3,404,550	2,962,568	2,962,568	2,261,420	2,266,555
Legislative	652,815	742,329	742,329	713,660	713,868
City Clerk	571,418	724,114	724,114	686,484	793,997
City Manager	722,203	567,570	567,570	830,431	869,443
Administrative Services	1,491,739	1,488,434	1,488,434	1,626,242	1,694,417
General Government Subtotal	**6,842,725**	**6,485,015**	**6,485,015**	**6,118,237**	**6,338,280**
Public Safety (Police)					
Public Safety	20,875,921	23,022,317	23,022,317	23,971,607	25,546,550
Public Safety (Police) Subtotal	**20,875,921**	**23,022,317**	**23,022,317**	**23,971,607**	**25,546,550**
Public Services					
Community Development	2,752,712	3,689,071	3,689,071	3,505,234	3,681,532
Public Works	5,758,990	6,002,948	6,002,948	6,042,843	6,092,714
Library	2,201,251	2,444,198	2,444,198	2,667,326	2,833,758
Recreation & Human Services	2,923,937	3,212,306	3,212,306	3,186,085	3,364,391
Public Services Subtotal	**13,636,890**	**15,348,523**	**15,348,523**	**15,401,488**	**15,972,395**
Total	**41,355,536**	**44,855,855**	**44,855,855**	**45,491,332**	**47,857,225**

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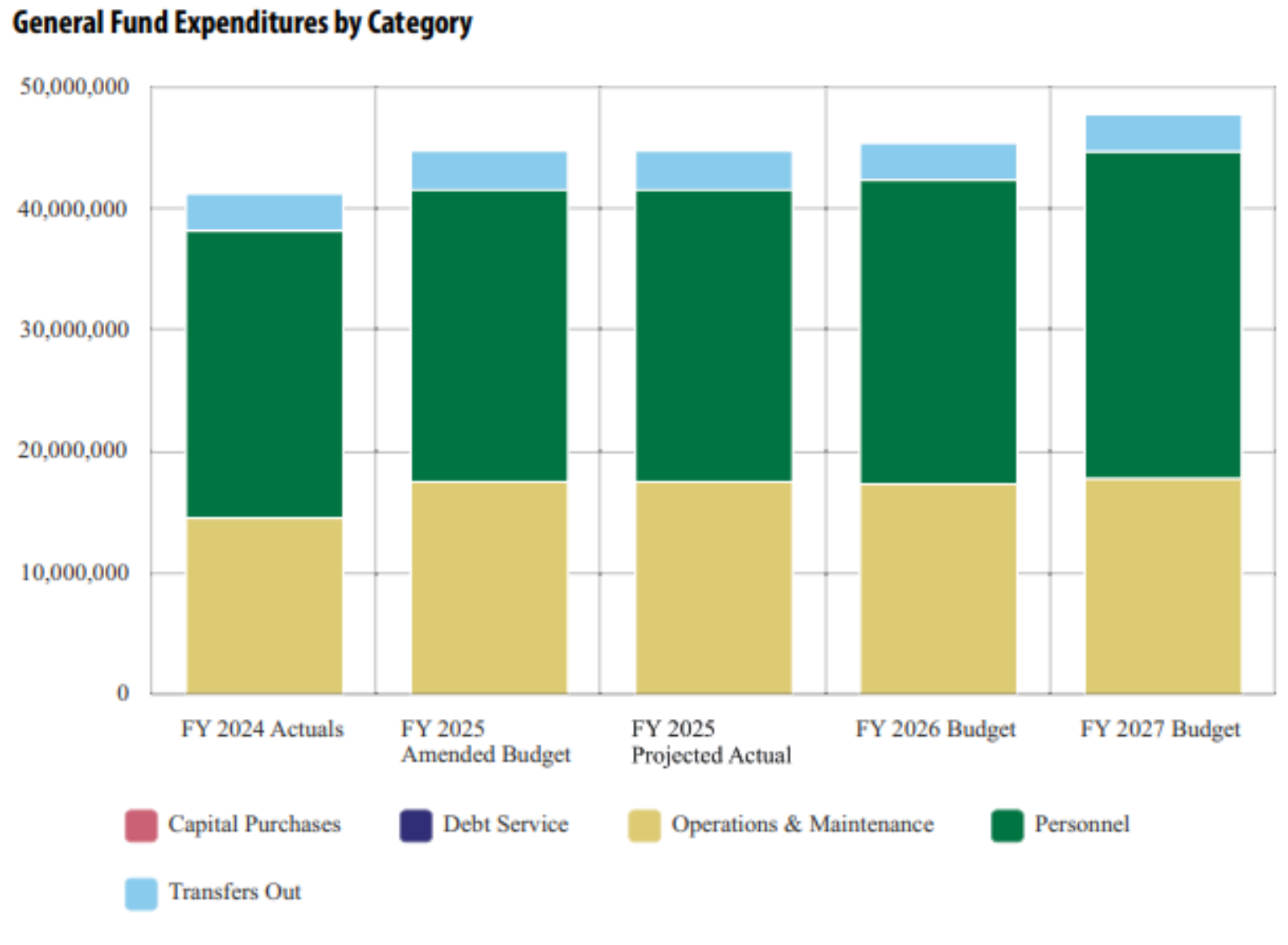
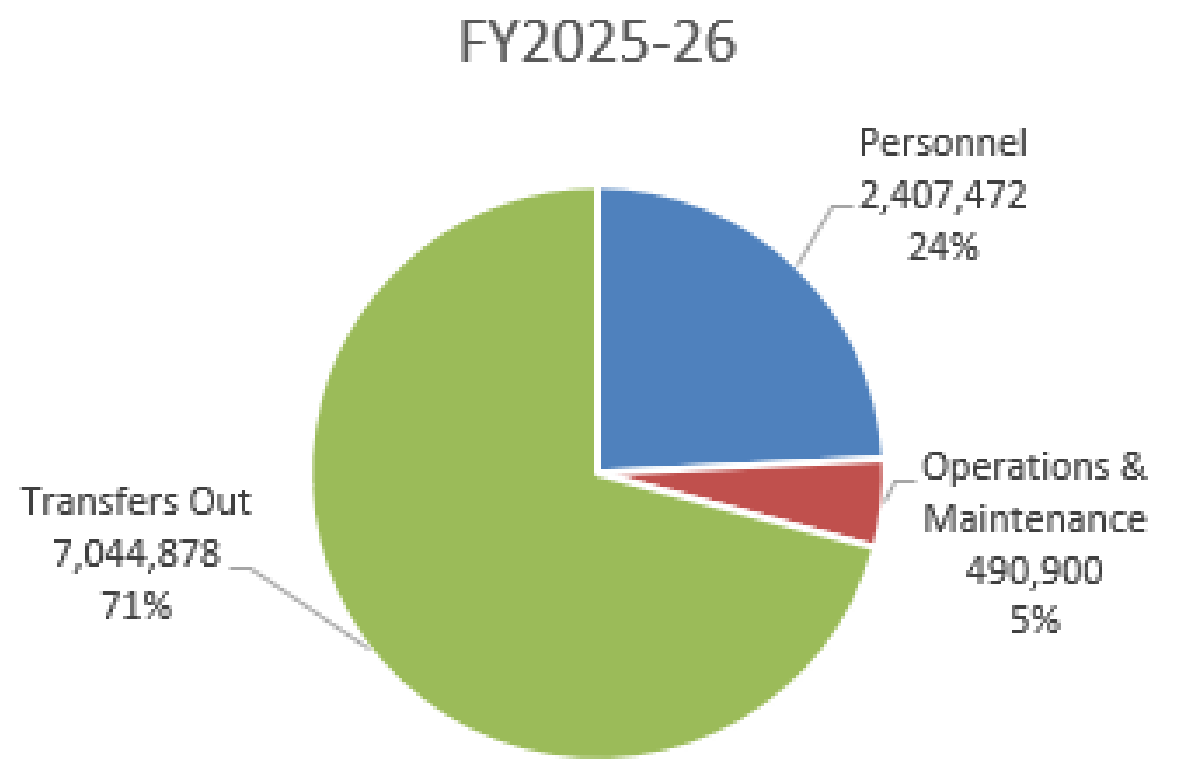
GENERAL FUND EXPENDITURES

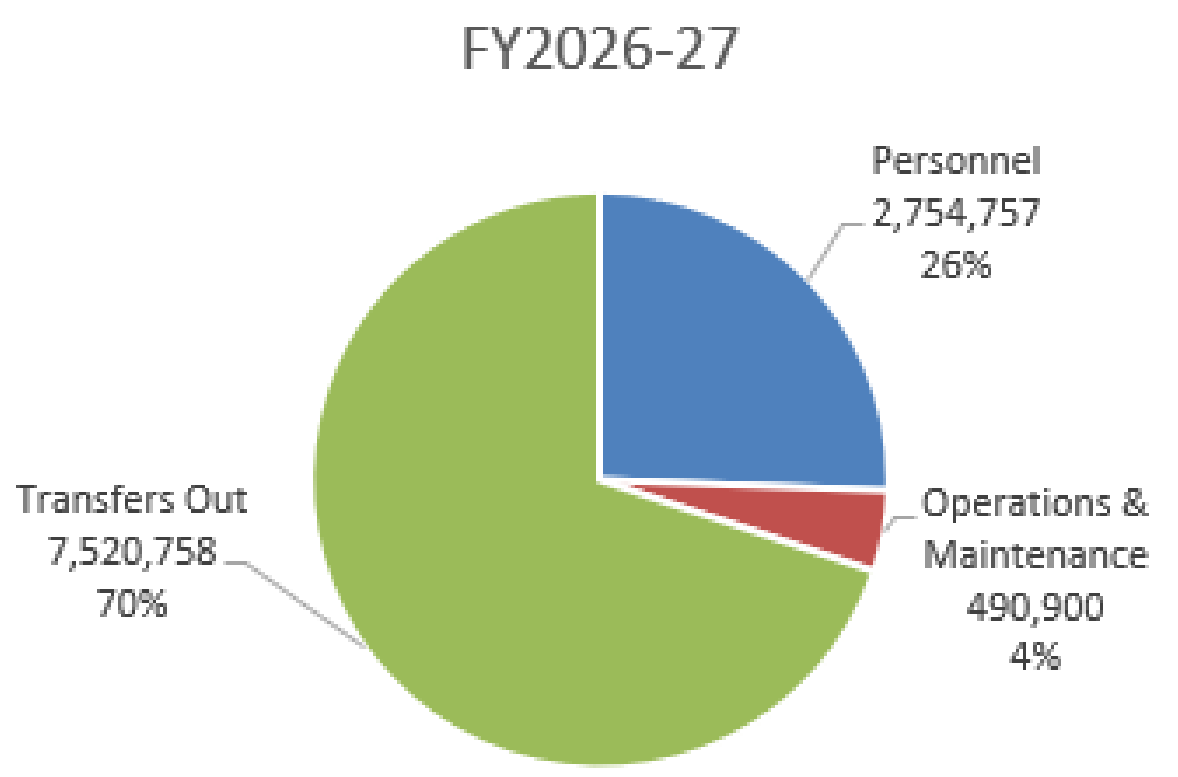


MEASURES E/Z REVENUES

Revenue	FY2025-26	FY2026-27
Measure E	8,700,000	8,730,000
Measure Z	2,700,000	2,710,000
Interest Earnings	107,000	107,000
Total	**11,507,000**	**11,547,000**

MEASURES E/Z EXPENDITURES





GENERAL FUND & MEASURE E/Z FORECASTS

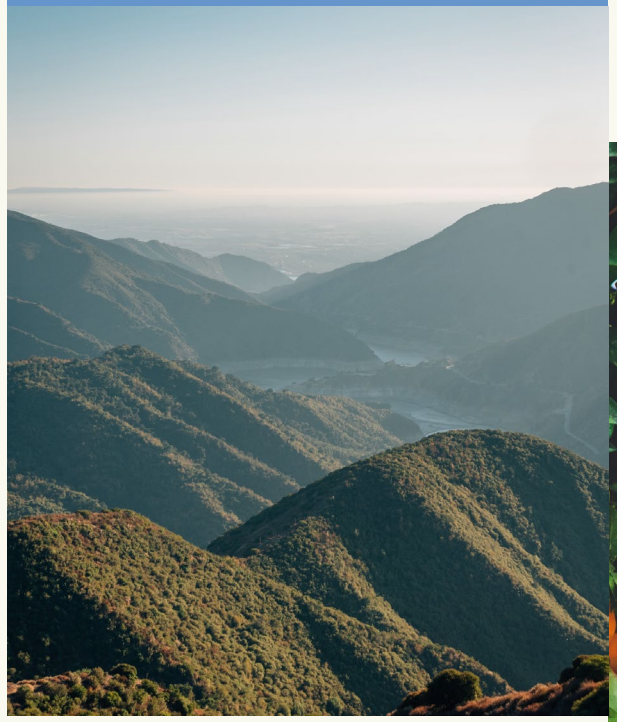
General Fund

- Shows the reliance of the General Fund on Measures E/Z revenues to maintain programs and activities.

Measures E/Z

- Enhances transparency and tracking of the programs and activities funded by Measures E/Z.

Notes regarding the makeup and assumptions for each line item are included on each forecast.



GENERAL FUND FORECAST

		FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 ESTIMATE		FY 2028-29 ESTIMATE		FY 2029-30 ESTIMATE	
1	**BEGINNING BALANCE**				**17,992,731**		**18,701,329**		**19,075,589**		**19,139,512**		**19,472,680**	
REVENUE														
11	Transfers In-Measures E/Z	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,370,000	0.1%	6,660,000	4.6%	6,520,000	-2.1%
	REVENUE TOTAL	**41,326,159**	**44,855,855**	**8.5%**	**46,199,930**	**3.0%**	**48,231,485**	**4.4%**	**48,817,500**	**1.2%**	**50,148,000**	**2.7%**	**51,021,000**	**1.7%**
EXPENDITURES														
	EXPENDITURE TOTAL	**41,326,159**	**44,855,855**	**8.5%**	**45,491,332**	**1.4%**	**47,857,225**	**5.2%**	**48,753,577**	**1.9%**	**49,814,832**	**2.2%**	**50,589,000**	**1.6%**
21	**Net (Loss)**	**-**	**-**		**708,598**		**374,260**		**63,923**		**333,168**		**432,000**	
22	**Ending Balance**				**18,701,329**	**42.1%**	**19,075,589**	**42.0%**	**19,139,512**	**40.2%**	**19,472,680**	**40.0%**	**19,904,680**	**40.1%**

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MEASURES E/Z FORECAST

		FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
1	**BEGINNING BALANCE**				**-**		**1,563,750**		**2,344,335**		**2,715,335**		**2,913,335**	
REVENUE														
2	Transactions & Use Tax (E)	$ 8,454,822	$ 8,400,000	-0.6%	$ 8,700,000	3.6%	$ 8,730,000	0.3%	$ 8,770,000	0.5%	$ 8,800,000	0.3%	$ 8,830,000	0.3%
3	Transactions & Use Tax (Z)	-	700,000	0.0%	$ 2,700,000	285.7%	2,710,000	0.4%	2,720,000	0.4%	2,730,000	0.4%	2,740,000	0.4%
4	Interest	212,062	101,600	-52.1%	107,000	5.3%	107,000	0.0%	108,000	0.9%	109,000	0.9%	110,000	0.9%
	REVENUE TOTAL	**$ 8,666,884**	**$ 9,201,600**	**6.2%**	**$ 11,507,000**	**25.1%**	**$11,547,000**	**0.3%**	**$11,598,000**	**0.4%**	**$11,639,000**	**0.4%**	**$11,680,000**	**0.4%**
EXPENDITURES														
5	Salaries	1,108,081	1,593,355	43.8%	1,712,135	7.5%	1,947,559	13.8%	2,316,135	18.9%	2,386,000	3.0%	2,458,000	3.0%
6	Retirement	128,104	296,622	131.5%	308,396	4.0%	381,676	23.8%	472,507	23.8%	487,000	3.1%	502,000	3.1%
7	Other Benefits	233,074	372,072	59.6%	386,941	4.0%	425,522	10.0%	513,358	20.6%	529,000	3.0%	545,000	3.0%
8	Operations & Maintenance	56,026	300,683	436.7%	490,900	63.3%	490,900	0.0%	506,000	3.1%	521,000	3.0%	628,732	20.7%
9	Transfers Out-GF	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,320,000	-0.7%	6,630,000	4.9%	6,490,000	-2.1%
10	Transfers Out-GUSD	-	157,503	0.0%	294,500	87.0%	282,600	-4.0%	230,000	-18.6%	220,000	-4.3%	220,000	0.0%
11	Transfers Out-POB	381,195	376,085	-1.3%	370,955	-1.4%	371,865	0.2%	367,175	-1.3%	366,425	-0.2%	360,000	-1.8%
12	Transfers Out-CIP	2,629,941	287,915	-89.1%	518,173	80.0%	252,778	-51.2%	251,825	-0.4%	151,575	-39.8%	159,317	5.1%
13	Transfers Out-Pension Fund	1,577,965	172,748	-89.1%	120,000	-30.5%	150,000	25.0%	150,000	0.0%	90,000	-40.0%	90,000	0.0%
14	Transfers Out-OPEB 115 Trust	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
15	Transfers Out-Internal Svc	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
16	Capital Outlay/Projects	1,196,918	-	-100%	-	0.0%		0.0%	-	0.0%		0.0%	-	0.0%
	EXPENDITURE TOTAL	**$ 8,666,884**	**$ 9,201,600**	**6.2%**	**$ 9,943,250**	**8.1%**	**$10,766,415**	**8.3%**	**$11,227,000**	**4.3%**	**$11,441,000**	**1.9%**	**$11,513,049**	**0.6%**
17	**Net (Loss)**	**-**	**-**		**1,563,750**		**780,585**		**371,000**		**198,000**		**166,951**	
18	**ENDING BALANCE**				**$ 1,563,750**		**$ 2,344,335**		**$ 2,715,335**		**$ 2,913,335**		**$ 3,080,286**	

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GENERAL FUND & MEASURES E/Z CHALLENGES

- Infrastructure needs
- Economy, Shifting Federal Policies
- State and Federal Mandates
- CalPERS

SPECIAL REVENUE FUNDS

Highlights:

- The revenue accumulation and expenditure patterns for special revenue funds can vary significantly from year to year based on the availability of funding.
- For FY 2026 and FY 2027 expected to generate $15.5 million and $32.1 million.
- Increase from FY 2026 to FY 2027 is primarily due to:
  - ~$18M grant for the Finkbiner Park Stormwater Capture Project.
- The special revenues funds expenditures include budget for operating amounts as well as CIP.
  - The Gas Tax Fund is budgeted for regular operational street, sidewalk, curb/gutter, and traffic signal maintenance and repairs.

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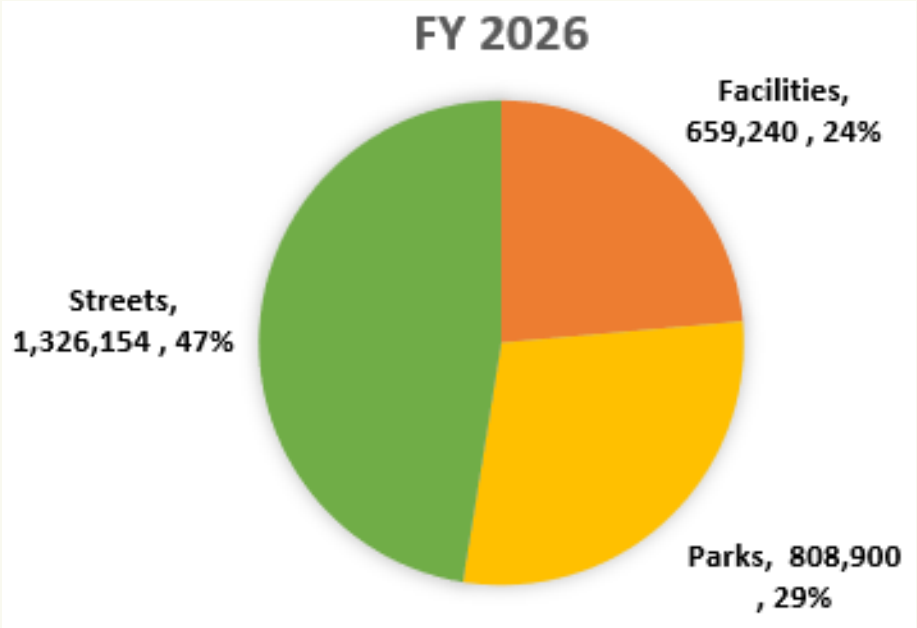
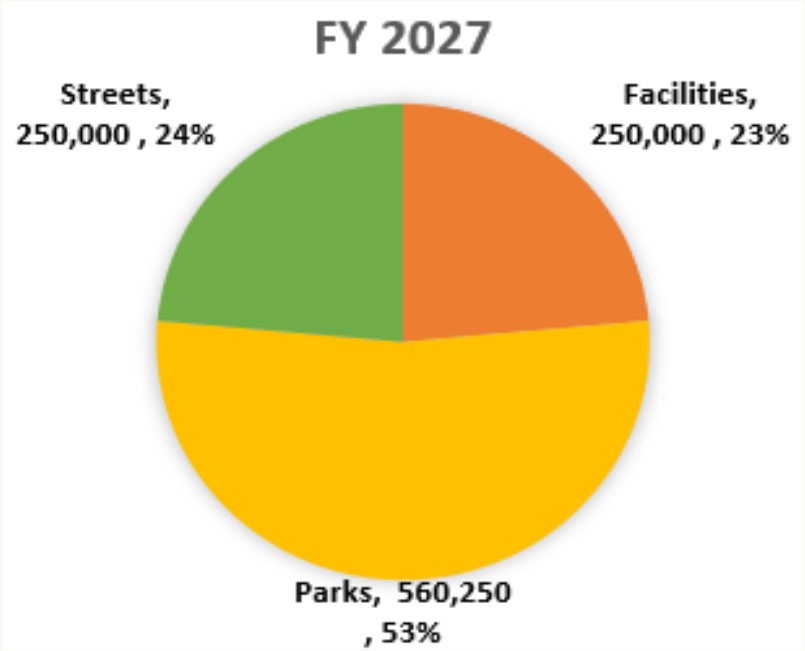
CAPITAL PROJECTS FUND

Highlights:

- Funded through transfers per the terms of the Council adopted General Fund Reserve Policy.
- Total Expenditures: FY2026 $3.3 Million and FY2027 $1.6 Million.
- FY2026 & FY2027 CIP expenditures include projects to improve facilities, parks, and streets.





DEBT SERVICE FUNDS

Highlights:

- Funded through transfers from various funds.
- Includes payments for portions of the 2019 Taxable Pension Obligation Bonds (2019 POBs) and the full amount of the 2013 Pinnacle Public Finance - Capital Lease (Energy Efficiency Project).

	FY 2026	FY 2027
Estimated Revenues	3,492,905	3,496,405
Estimated Appropriations	3,492,905	3,496,405

ENTERPRISE FUNDS

Water Operations & Water Capital Projects

- Both Operations and Capital are inline with the adopted infrastructure assessment and rate study.

Water Funds Forecast

- Forecasts Both Operations and Capital Projects
- Groups Revenue and Expenditures By Rate Category
- The forecast follows the methodology of the adopted November 2023 infrastructure assessment and Rate Study.
- Notes regarding the makeup and assumptions for each line item are included on each forecast.

WATER OPERATIONS FORECAST

	FUND 501 - OPERATIONS	FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
	BEGINNING BALANCE				**$ 7,755,600**		**$ 10,702,859**		**$ 11,780,325**		**$ 11,823,261**		**$ 11,848,028**	
REVENUE														
1	Meter Connection	8,625,552	10,654,000	23.5%	10,970,000	3.0%	11,300,000	3.0%	11,413,000	1.0%	11,470,000	0.5%	11,527,000	0.5%
2	Consumption	8,912,559	14,163,000	58.9%	14,500,000	2.4%	14,900,000	2.8%	15,049,000	1.0%	15,124,000	0.5%	15,200,000	0.5%
3	Elevation	2,533,282	4,399,000	73.6%	3,600,000	-18.2%	3,670,000	1.9%	3,706,700	1.0%	3,744,000	1.0%	3,781,000	1.0%
4	Other Water Service Charges	335,649	239,500	-28.6%	316,675	32.2%	316,675	0.0%	316,675	0.0%	317,000	0.1%	317,000	0.0%
5	Sales to Other Water Co	39,863	50,000	25.4%	92,500	85.0%	92,500	0.0%	92,500	0.0%	92,500	0.0%	92,500	0.0%
6	Misc Revenues/Interest	944,887	284,100	-69.9%	298,000	4.9%	298,000	0.0%	298,894	0.3%	300,000	0.4%	301,000	0.3%
	REVENUE TOTAL	**21,391,792**	**29,789,600**	39.3%	**29,777,175**	0.0%	**30,577,175**	2.7%	**30,876,769**	1.0%	**31,047,500**	0.6%	**31,218,500**	0.6%
EXPENDITURES														
7	Production	4,750,423	7,846,197	65.2%	5,211,165	-33.6%	5,270,823	1.1%	5,323,532	1.0%	5,376,767	1.0%	5,404,000	0.5%
8	Transmission/Distribution	2,170,793	3,503,038	61.4%	3,959,940	13.0%	4,095,428	3.4%	3,784,599	-7.6%	3,828,969	1.2%	3,867,000	1.0%
9	Elevation (Pumping Expenses)	1,442,890	1,750,000	21.3%	1,837,500	5.0%	1,837,500	0.0%	1,837,500	0.0%	1,837,500	0.0%	1,838,000	0.0%
10	Water Customer Service	1,813,858	793,322	-56.3%	775,363	-2.3%	800,564	3.3%	689,505	-13.9%	699,795	1.5%	703,000	0.5%
11	Water Administration	1,941,345	2,709,502	39.6%	3,060,362	12.9%	3,442,899	12.5%	2,475,576	-28.1%	2,660,668	7.5%	2,669,000	0.3%
12	Support	3,389,453	3,690,492	8.9%	3,478,053	-5.8%	3,664,773	5.4%	4,487,553	22.5%	4,533,407	1.0%	4,547,000	0.3%
13	Water Conservation	638,483	1,201,648	88.2%	1,251,653	4.2%	1,307,452	4.5%	1,130,667	-13.5%	1,146,630	1.4%	1,158,000	1.0%
14	Debt Service	2,441,134	2,535,145	3.9%	3,839,300	51.4%	5,971,760	55.5%	5,238,487	-12.3%	4,604,913	-12.1%	4,611,000	0.1%
15	Transfer Out - Capital Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%	6,330,000	0.0%
16	Transfer Out - Energy & Others	233,081	47,533	-79.6%	51,180	7.7%	53,510	4.6%	36,414	-31.9%	4,084	-88.8%	4,000	-2.1%
	EXPENDITURE TOTAL	**21,821,460**	**30,076,877**	37.8%	**26,829,916**	-10.8%	**29,499,709**	10.0%	**30,833,833**	4.5%	**31,022,733**	0.6%	**31,131,000**	0.3%
	Operations Net (Loss)	(429,668)	(287,277)		2,947,259		1,077,466		42,936		24,767		87,500	
17	**ENDING BALANCE**				**10,702,859**	**45.7%**	**11,780,325**	**44.6%**	**11,823,261**	**47.4%**	**11,848,028**	**48.0%**	**11,935,528**	**48.1%**

WATER CAPITAL FORECAST

	FUND 502 - CAPITAL PROJECTS	FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
	BEGINNING BALANCE				**$ 12,554,529**		**$ 11,641,956**		**$ 9,230,276**		**$ 2,488,761**		**$ 2,702,611**	
REVENUE														
18	Transfer In - Operating Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%	6,330,000	0.0%
19	Development Fees/Other	692,199	259,600	-62.5%	274,000	5.5%	274,000	0.0%	267,300	-2.4%	270,000	1.0%	271,000	0.4%
20	Infrastructure Revenue Bond	-	15,000,000	0.0%	-	-100.0%	-	0%	-	0%	-	0%	-	0%
	REVENUE TOTAL	**3,692,199**	**21,259,600**	0.0%	**3,639,400**	-82.9%	**3,329,000**	-8.5%	**6,097,300**	83.2%	**6,600,000**	8.2%	**6,601,000**	0.0%
EXPENDITURES														
21	Capital Projects	13,498,801	23,925,496	77.2%	4,551,973	-81.0%	5,740,681	26.1%	12,838,815	123.6%	6,386,150	-50.3%	5,831,110	-8.7%
	EXPENDITURE TOTAL	**13,498,801**	**23,925,496**	77.2%	**4,551,973**	-81.0%	**5,740,681**	26.1%	**12,838,815**	123.6%	**6,386,150**	-50.3%	**5,831,110**	-8.7%
	Capital Projects Net (Loss)	(9,806,602)	(2,665,896)		(912,573)		(2,411,681)		(6,741,515)		213,850		769,890	
22	**ENDING BALANCE**				**$ 11,641,956**		**$ 9,230,276**		**$ 2,488,761**		**$ 2,702,611**		**$ 3,472,501**	

INTERNAL SERVICE FUNDS

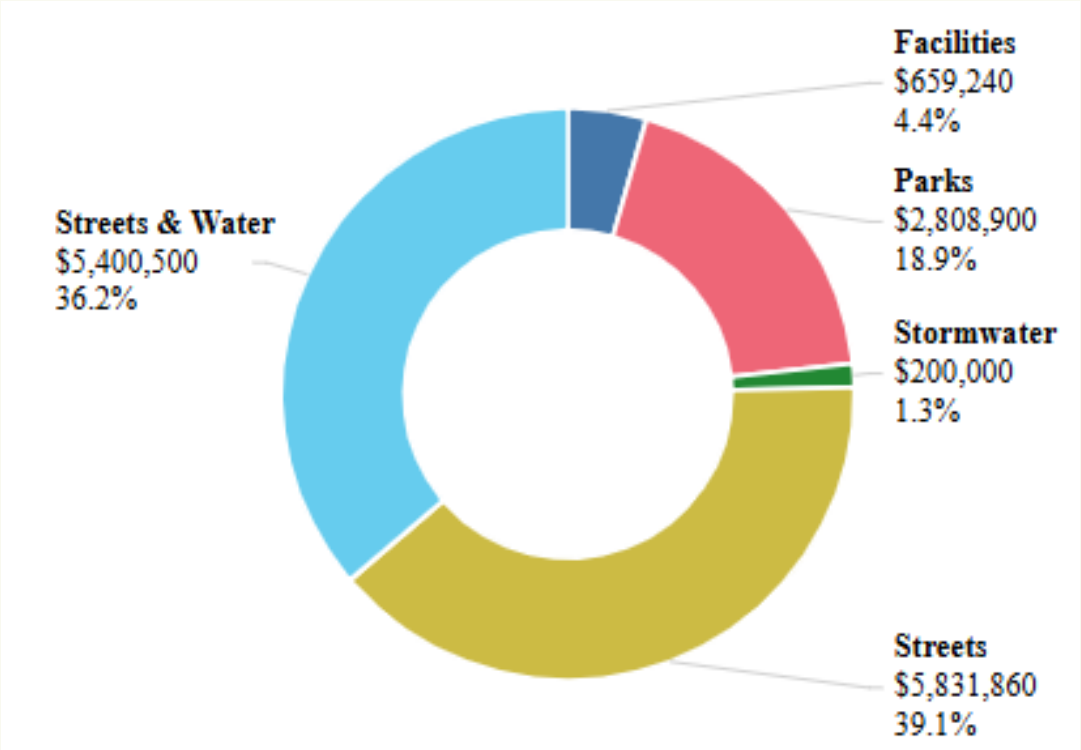
Highlights:

- Provides services to other City departments
- Funded through charges to the departments

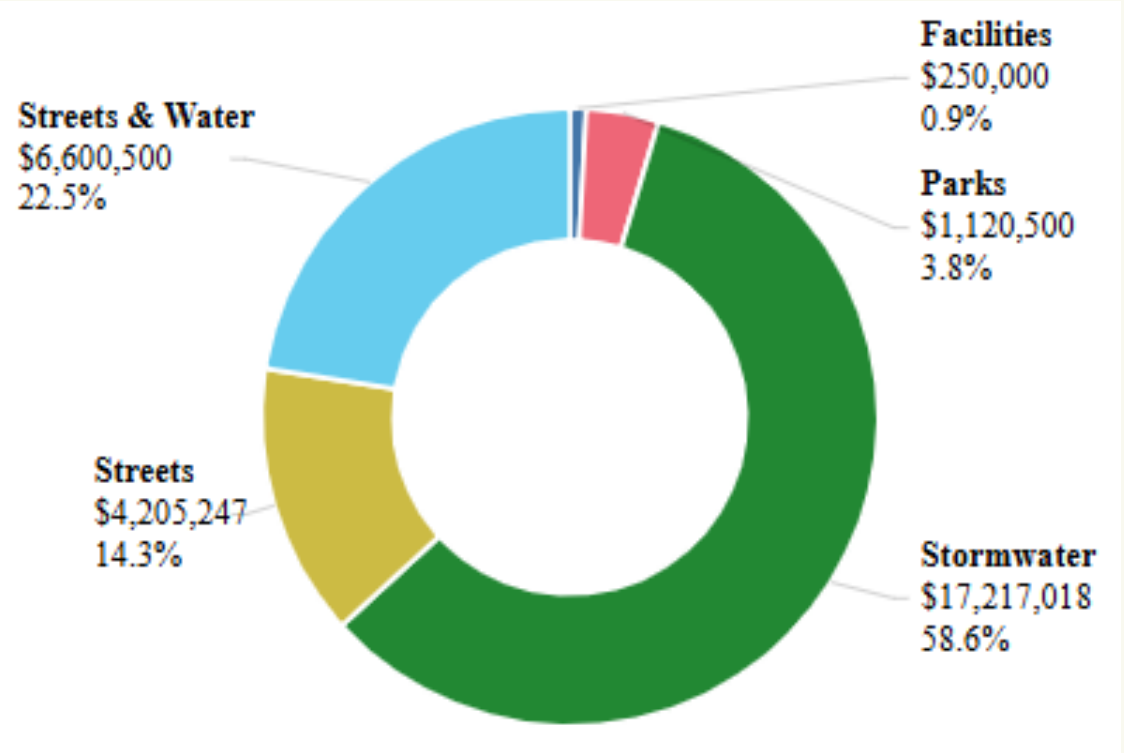
Fund	Worker's Comp	Liability Insurance	Technology	Vehicles
Est. Beg. Balance @ July 1, 2025	$ 762,451	$ 431,034	$ 3,979,753	$ 1,808,719
Est. Revenues FY 2026	1,291,070	3,613,731	3,777,820	2,613,500
Est. Appropriations FY 2026	929,576	3,819,524	4,278,097	3,228,933
Est. End. Balance @ June 30, 2026	$ 1,123,945	$ 225,241	$ 3,479,476	$ 1,193,295
Est. Beg. Balance @ July 1, 2026	$ 1,123,945	$ 225,241	$ 3,479,476	$ 1,193,295
Est. Revenues FY 2027	1,330,690	3,742,848	3,820,383	3,048,403
Est. Appropriations FY 2027	942,144	3,831,159	4,115,955	3,183,904
Est. End. Balance @ June 30, 2027	$ 1,512,491	$ 136,930	$ 3,183,904	$ 1,118,499

SUMMARY OF PROJECTS BY TYPE

FY2025-26: $14,900,500



FY2026-27: $29,393,265



CAPITAL IMPROVEMENT PROJECTS
SUMMARY OF PROJECTS BY FUND

Fund	FY 2025/26	FY 2026/27
211-Park & Rec Development	300,000	-
232-Prop C Transit	-	1,093,935
233-Measure R Transpt. 2009	904,467	533,318
234-Measure M	1,620,150	670,125
240 Measure A-Parks	700,000	-
250-Measure W	200,000	17,217,018
251-Stormwater Investment	-	-
256-Road Maintenance Repair	721,933	705,500
257-Surface Trans. Prog-Stlp	-	-
280-Grants	3,497,506	3,162,744
285-Community Dev Block Grant	381,800	-
291-Highwy Safety Improv Grnt	-	-
292-Highway Bridge Repl Prog	-	-
301-Capital Projects	2,794,294	1,060,250
502-Water Capital Projects	3,780,350	4,950,375
Grand Total	**14,900,500**	**29,393,265**

Glendora

GANN LIMIT

APPROPRIATIONS LIMIT CALCULATION FOR FISCAL YEAR 2025-26

I	**Appropriations Limit**			
	Prior Year, 2024-25 Adopted Limit			$ 172,232,029
	Change Factors:			
	Change in City of Glendora Population (Note 1)		1.0030	
	Change in Per Capita Income (Note 2)	x	1.0644	1.0676
	Current Year, 2025-26 Appropriations Limit			$ 183,873,743
II	**Appropriations Subject to Limit**			
	Projected 2025-26 Revenues, General Fund & Measures E/Z			$ 52,005,680
III	**Amount Over/(Under) Limit (I - II)**			$(131,868,063)
IV	**Total City Appropriations as a % of Limit**			28.28%

Note 1: Change in LA County's growth of 0.30%, exceeded City of Glendora population growth, -0.07%. Total City population as of January 1, 2025, is 51,254.

Note 2: Change in California per capita income, 6.44% provided by the State of California.

INVESTMENT POLICY

The changes to the policy stem from legislative updates and review notes from the California Municipal Treasurers Investment Policy Certification Program.

- No changes recommended at this time.

NEXT STEPS

- Budget in Brief
- Budget by Numbers

RECOMMENDATIONS:

1. ADOPT A JOINT CITY COUNCIL RESOLUTION ENTITLED, "A JOINT RESOLUTION ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027;"
2. ADOPT A CITY COUNCIL RESOLUTION ENTITLED, "A RESOLUTION DETERMINING AND ESTABLISHING GANN APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIIIB OF THE CALIFORNIA CONSTITUTIONS AND GOVERNMENT CODE SECTION 4910;"
3. ADOPT A JOINT RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY, ENTITLED, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026;"
4. ADOPT A JOINT RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY, ENTITLED, "A RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR AGENCY DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER;" AND
5. ADOPT A JOINT CITY COUNCIL RESOLUTION ENTITLED, "A RESOLUTION APPROVING AN AMENDMENT TO THE AUTHORIZED POSITION CONTROL LISTING AND THE CLASSIFICATION AND COMPENSATION PLAN FOR THE CITY OF GLENDORA."

CITY OF GLENDORA
GENERAL FUND MULTI-YEAR FINANCIAL FORECAST

		FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 ESTIMATE		FY 2028-29 ESTIMATE		FY 2029-30 ESTIMATE	
1	**BEGINNING BALANCE**				**17,992,731**		**18,701,329**		**19,075,589**		**19,139,512**		**19,472,680**	
REVENUE														
2	Property Taxes	$ 16,958,356	$ 17,754,200	4.7%	$ 18,628,000	4.9%	$ 19,617,500	5.3%	20,007,500	2.0%	20,808,000	4.0%	21,640,000	4.0%
3	Sales Tax	11,119,948	11,120,000	0.0%	11,300,000	1.6%	11,600,000	2.7%	11,720,000	1.0%	11,896,000	1.5%	12,009,000	0.9%
4	Other Taxes	3,870,228	3,881,600	0.3%	3,926,290	1.2%	3,941,290	0.4%	3,941,000	0.0%	3,941,000	0.0%	3,941,000	0.0%
5	Licenses & Permits	1,336,581	1,357,475	1.6%	1,417,380	4.4%	1,417,380	0.0%	1,432,000	1.0%	1,446,000	1.0%	1,460,000	1.0%
6	Fines & Forfeitures	445,834	332,000	-25.5%	355,000	6.9%	355,000	0.0%	355,000	0.0%	355,000	0.0%	355,000	0.0%
7	Rents & Interest	4,319,913	1,900,580	-56.0%	2,022,570	6.4%	2,037,570	0.7%	2,048,000	0.5%	2,052,000	0.2%	2,058,000	0.3%
8	Plan, Bldg & Eng	1,208,455	1,348,110	11.6%	1,501,300	11.4%	1,501,300	0.0%	1,546,000	3.0%	1,592,000	3.0%	1,640,000	3.0%
9	Admin, Recreation & Library	1,093,763	1,007,031	-7.9%	995,440	-1.2%	995,230	0.0%	995,000	0.0%	995,000	0.0%	995,000	0.0%
10	Miscellaneous	669,477	625,408	-6.6%	392,700	-37.2%	402,700	2.5%	403,000	0.1%	403,000	0.0%	403,000	0.0%
11	Transfers In-Measures E/Z	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,370,000	0.1%	6,660,000	4.6%	6,520,000	-2.1%
	REVENUE TOTAL	**41,326,159**	**44,855,855**	**8.5%**	**46,199,930**	**3.0%**	**48,231,485**	**4.4%**	**48,817,500**	**1.2%**	**50,148,000**	**2.7%**	**51,021,000**	**1.7%**
EXPENDITURES														
12	Salaries	17,772,756	17,364,408	-2.3%	17,845,314	2.8%	19,279,542	8.0%	19,858,000	3.0%	20,454,000	3.0%	21,068,000	3.0%
13	Retirement	2,461,151	2,582,550	4.9%	3,045,336	17.9%	3,504,222	15.1%	3,809,000	8.7%	4,123,000	8.2%	4,329,000	5.0%
14	Other Benefits	3,431,410	4,098,826	19.5%	4,151,760	1.3%	4,200,539	1.2%	4,243,000	1.0%	4,285,000	1.0%	4,306,000	0.5%
15	Operations & Maintenance	8,139,304	9,672,266	18.8%	9,823,952	1.6%	9,913,076	0.9%	9,963,000	0.5%	10,013,000	0.5%	10,063,000	0.5%
16	Allocation - Internal Svc	4,703,151	5,735,215	21.9%	5,517,338	-3.8%	5,758,975	4.4%	5,759,000	0.0%	5,759,000	0.0%	5,759,000	0.0%
17	Allocation - Insurance	1,748,088	2,043,522	16.9%	2,046,812	0.2%	2,060,917	0.7%	2,061,000	0.0%	2,061,000	0.0%	2,061,000	0.0%
18	Elections	3,601	130,500	3524.4%	11,400	-91.3%	90,400	693.0%	8,000	-91.2%	130,500	1531.3%	8,000	-93.9%
19	Transfers Out-POB	2,949,160	2,948,175	100.0%	2,953,460	0.2%	2,950,355	-0.1%	2,953,377	0.1%	2,954,332	0.0%	2,960,000	0.2%
20	Transfers Out-Other	117,539	280,393	138.6%	95,960	-65.8%	99,200	3.4%	99,200	0.0%	35,000	-64.7%	35,000	0.0%
	EXPENDITURE TOTAL	**41,326,159**	**44,855,855**	**8.5%**	**45,491,332**	**1.4%**	**47,857,225**	**5.2%**	**48,753,577**	**1.9%**	**49,814,832**	**2.2%**	**50,589,000**	**1.6%**
21	**Net (Loss)**	**-**	**-**		**708,598**		**374,260**		**63,923**		**333,168**		**432,000**	
22	**Ending Balance**				**18,701,329**	**42.1%**	**19,075,589**	**42.0%**	**19,139,512**	**40.2%**	**19,472,680**	**40.0%**	**19,904,680**	**40.1%**

NOTES:

2 Numbers from consultant indicate steady increases in property tax.

3 FY25 reduction due to sluggish third quarter 2024 tax filings and mixed short-term performance (primarily in the Autos/Transportation, Building/Construction, Food/Drugs, Fuel/Service, and Consumer Goods sectors).

4 Franchise Fees are projected to remain relatively consistent with programmed increases for Refuse. Business License & TOT are projected to remain consistent.

5,6 The revenues are projected to be relatively consistent with some programmatic increases anticipated for Licenses & Permits related to the Citywide Fee Study and enhanced parking enforcement tools.

7 Rental activity has stabilized and the City's investments are trending in a positive direction. FY26 and beyond, interest earnings are relatively stable as the current/future interest rate environment is uncertain.

8 Development has continued and steady increases are projected with the citywide fee study. The current economic and insurance environments create uncertainty around future development.

9 FY26 & Beyond expected to be consistent. Primary components of this line are Recreation contract classes and programs.

10 FY25 DOF approved $200K and FY26 $100K for ROPS administrative amount, assumes $100K FY27 and beyond. FY25 Includes one-time adjustment for Gold Line police services overtime reimbursement.

11 Based on actual results at the end of the fiscal year to represent the "subsidy" amount from Measures E/Z to balance the General Fund and meet the contingency reserve requirements.
If there are savings in the General Fund this will result in a "subsidy" less than the amount projected to cover budgeted expenditures).
Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation.

12,13,14 Salaries/Benefits/Retirement; FY26 and beyond include assumptions for upcoming negotiations.

15 Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation. Future years assumptions include additional use of contracted services to maintain service levels.

16,17 These costs are related to internal services funds. Fluctuation due to capital outlay needs in Information Technology and City Fleet. Assumes City achieves insurance savings with change in SIR approach.

18 The City holds elections in November of even calendar years.

19,20 Includes debt service payment for the 2019 POBs, lease pmts on the energy efficiency projects & Landscape Maintenance Fund subsidy.

21 Amount required from the operating results to maintain 30%-45% contingency reserve.

22 The City's General Fund Reserve Policy is a minimum of 30% to maximum of 45% of prior year operational expenditures.
The Contingency Reserve Contribution is added to the beginning available balance to reach the ending available balance.

CITY OF GLENDORA
MEASURES E/Z MULTI-YEAR FINANCIAL FORECAST

		FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
1	**BEGINNING BALANCE**				**-**		**1,563,750**		**2,344,335**		**2,715,335**		**2,913,335**	
REVENUE														
2	Transactions & Use Tax (E)	$ 8,454,822	$ 8,400,000	-0.6%	$ 8,700,000	3.6%	$ 8,730,000	0.3%	$ 8,770,000	0.5%	$ 8,800,000	0.3%	$ 8,830,000	0.3%
3	Transactions & Use Tax (Z)	-	700,000	0.0%	$ 2,700,000	285.7%	2,710,000	0.4%	2,720,000	0.4%	2,730,000	0.4%	2,740,000	0.4%
4	Interest	212,062	101,600	-52.1%	107,000	5.3%	107,000	0.0%	108,000	0.9%	109,000	0.9%	110,000	0.9%
	REVENUE TOTAL	**$ 8,666,884**	**$ 9,201,600**	**6.2%**	**$ 11,507,000**	**25.1%**	**$11,547,000**	**0.3%**	**$11,598,000**	**0.4%**	**$11,639,000**	**0.4%**	**$11,680,000**	**0.4%**
EXPENDITURES														
5	Salaries	1,108,081	1,593,355	43.8%	1,712,135	7.5%	1,947,559	13.8%	2,316,135	18.9%	2,386,000	3.0%	2,458,000	3.0%
6	Retirement	128,104	296,622	131.5%	308,396	4.0%	381,676	23.8%	472,507	23.8%	487,000	3.1%	502,000	3.1%
7	Other Benefits	233,074	372,072	59.6%	386,941	4.0%	425,522	10.0%	513,358	20.6%	529,000	3.0%	545,000	3.0%
8	Operations & Maintenance	56,026	300,683	436.7%	490,900	63.3%	490,900	0.0%	506,000	3.1%	521,000	3.0%	628,732	20.7%
9	Transfers Out-GF	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,320,000	-0.7%	6,630,000	4.9%	6,490,000	-2.1%
10	Transfers Out-GUSD	-	157,503	0.0%	294,500	87.0%	282,600	-4.0%	230,000	-18.6%	220,000	-4.3%	220,000	0.0%
11	Transfers Out-POB	381,195	376,085	-1.3%	370,955	-1.4%	371,865	0.2%	367,175	-1.3%	366,425	-0.2%	360,000	-1.8%
12	Transfers Out-CIP	2,629,941	287,915	-89.1%	518,173	80.0%	252,778	-51.2%	251,825	-0.4%	151,575	-39.8%	159,317	5.1%
13	Transfers Out-Pension Fund	1,577,965	172,748	-89.1%	120,000	-30.5%	150,000	25.0%	150,000	0.0%	90,000	-40.0%	90,000	0.0%
14	Transfers Out-OPEB 115 Trust	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
15	Transfers Out-Internal Svc	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
16	Capital Outlay/Projects	1,196,918	-	-100%	-	0.0%		0.0%	-	0.0%		0.0%	-	0.0%
	EXPENDITURE TOTAL	**$ 8,666,884**	**$ 9,201,600**	**6.2%**	**$ 9,943,250**	**8.1%**	**$10,766,415**	**8.3%**	**$11,227,000**	**4.3%**	**$11,441,000**	**1.9%**	**$11,513,049**	**0.6%**
17	**Net (Loss)**	**-**	**-**		**1,563,750**		**780,585**		**371,000**		**198,000**		**166,951**	
18	**ENDING BALANCE**				**$ 1,563,750**		**$ 2,344,335**		**$ 2,715,335**		**$ 2,913,335**		**$ 3,080,286**	

NOTES:

2,3 FY25 reduction due to sluggish third quarter 2024 tax filings and mixed short-term results in Autos/Transportation, Building/Construction, Food/Drugs, Fuel/Service, and Consumer Goods sectors.

4 FY26 and beyond, interest earnings are relatively stable as the current/future interest rate environment is uncertain.

5,6,7 Salaries/Benefits/Retirement for FY25 include ongoing costs of the recent realignments. FY26 and beyond include assumptions for upcoming negotiations.
Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop adding Community Impact Team Positions.

8 Includes $335K to $380K for Homelessness Progams for FY 2026 and beyond. City staff is actively looking for grants to recover these anticipated costs. Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for additional consulting services for affordable housing.

9 Transfer covering General Fund deficit and meeting contingency reserve policy limits. Includes Measures E/Z funding priorities set at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation.

10 Transfer for cost offset of GUSD JUA for police department provided services.

11 Transfer for fairshare of pension obligation bond debt service cost.

12,13 14,15 The City has taken a more active approach to budgeting for the reserve policy that provides funding for capital projects, pension stabilization, subsidies for internal service funds, and OPEB 115 Trust. These transfers may be updated based on actual results at the end of the fiscal year.

50% to the Capital Projects Fund, 30% to the PERS Rate Stabilization Fund, 10% to OPEB Section 115 Trust (held in General Fund) and 10% to Internal Service Funds.

Forecast is based on budgeted amounts and may fluctuate with actual results as of June 30.

Assumes amounts available for capital projects, pension reserve and internal service funds are moved to those funds in accordance with the Reserve Policy

16 This line represents funding for Finkbiner Park Playground, Restroom and Tennis/Pickleball in FY2023-24.

CITY OF GLENDORA
WATER FUNDS MULTI-YEAR BUDGET PROJECTION

	FUND 501 - OPERATIONS	FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
	BEGINNING BALANCE				**$ 7,755,600**		**$ 10,702,859**		**$ 11,780,325**		**$ 11,823,261**		**$ 11,848,028**	
REVENUE														
1	Meter Connection	8,625,552	10,654,000	23.5%	10,970,000	3.0%	11,300,000	3.0%	11,413,000	1.0%	11,470,000	0.5%	11,527,000	0.5%
2	Consumption	8,912,559	14,163,000	58.9%	14,500,000	2.4%	14,900,000	2.8%	15,049,000	1.0%	15,124,000	0.5%	15,200,000	0.5%
3	Elevation	2,533,282	4,399,000	73.6%	3,600,000	-18.2%	3,670,000	1.9%	3,706,700	1.0%	3,744,000	1.0%	3,781,000	1.0%
4	Other Water Service Charges	335,649	239,500	-28.6%	316,675	32.2%	316,675	0.0%	316,675	0.0%	317,000	0.1%	317,000	0.0%
5	Sales to Other Water Co	39,863	50,000	25.4%	92,500	85.0%	92,500	0.0%	92,500	0.0%	92,500	0.0%	92,500	0.0%
6	Misc Revenues/Interest	944,887	284,100	-69.9%	298,000	4.9%	298,000	0.0%	298,894	0.3%	300,000	0.4%	301,000	0.3%
	REVENUE TOTAL	**21,391,792**	**29,789,600**	39.3%	**29,777,175**	0.0%	**30,577,175**	2.7%	**30,876,769**	1.0%	**31,047,500**	0.6%	**31,218,500**	0.6%
EXPENDITURES														
7	Production	4,750,423	7,846,197	65.2%	5,211,165	-33.6%	5,270,823	1.1%	5,323,532	1.0%	5,376,767	1.0%	5,404,000	0.5%
8	Transmission/Distribution	2,170,793	3,503,038	61.4%	3,959,940	13.0%	4,095,428	3.4%	3,784,599	-7.6%	3,828,969	1.2%	3,867,000	1.0%
9	Elevation (Pumping Expenses)	1,442,890	1,750,000	21.3%	1,837,500	5.0%	1,837,500	0.0%	1,837,500	0.0%	1,837,500	0.0%	1,838,000	0.0%
10	Water Customer Service	1,813,858	793,322	-56.3%	775,363	-2.3%	800,564	3.3%	689,505	-13.9%	699,795	1.5%	703,000	0.5%
11	Water Administration	1,941,345	2,709,502	39.6%	3,060,362	12.9%	3,442,899	12.5%	2,475,576	-28.1%	2,660,668	7.5%	2,669,000	0.3%
12	Support	3,389,453	3,690,492	8.9%	3,478,053	-5.8%	3,664,773	5.4%	4,487,553	22.5%	4,533,407	1.0%	4,547,000	0.3%
13	Water Conservation	638,483	1,201,648	88.2%	1,251,653	4.2%	1,307,452	4.5%	1,130,667	-13.5%	1,146,630	1.4%	1,158,000	1.0%
14	Debt Service	2,441,134	2,535,145	3.9%	3,839,300	51.4%	5,971,760	55.5%	5,238,487	-12.3%	4,604,913	-12.1%	4,611,000	0.1%
15	Transfer Out - Capital Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%	6,330,000	0.0%
16	Transfer Out - Energy & Others	233,081	47,533	-79.6%	51,180	7.7%	53,510	4.6%	36,414	-31.9%	4,084	-88.8%	4,000	-2.1%
	EXPENDITURE TOTAL	**21,821,460**	**30,076,877**	37.8%	**26,829,916**	-10.8%	**29,499,709**	10.0%	**30,833,833**	4.5%	**31,022,733**	0.6%	**31,131,000**	0.3%
	Operations Net (Loss)	(429,668)	(287,277)		2,947,259		1,077,466		42,936		24,767		87,500	
17	**ENDING BALANCE**				**10,702,859**	**45.7%**	**11,780,325**	**44.6%**	**11,823,261**	**47.4%**	**11,848,028**	**48.0%**	**11,935,528**	**48.1%**

	FUND 502 - CAPITAL PROJECTS	FY 2023-24 ACTUAL	FY 2024-25 AMENDED		FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 PROJECTED		FY2028-29 PROJECTED		FY2029-30 PROJECTED	
	BEGINNING BALANCE				**$ 12,554,529**		**$ 11,641,956**		**$ 9,230,276**		**$ 2,488,761**		**$ 2,702,611**	
REVENUE														
18	Transfer In - Operating Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%	6,330,000	0.0%
19	Development Fees/Other	692,199	259,600	-62.5%	274,000	5.5%	274,000	0.0%	267,300	-2.4%	270,000	1.0%	271,000	0.4%
20	Infrastructure Revenue Bond	-	15,000,000	0.0%	-	-100.0%	-	0%	-	0%	-	0%	-	0%
	REVENUE TOTAL	**3,692,199**	**21,259,600**	0.0%	**3,639,400**	-82.9%	**3,329,000**	-8.5%	**6,097,300**	83.2%	**6,600,000**	8.2%	**6,601,000**	0.0%
EXPENDITURES														
21	Capital Projects	13,498,801	23,925,496	77.2%	4,551,973	-81.0%	5,740,681	26.1%	12,838,815	123.6%	6,386,150	-50.3%	5,831,110	-8.7%
	EXPENDITURE TOTAL	**13,498,801**	**23,925,496**	77.2%	**4,551,973**	-81.0%	**5,740,681**	26.1%	**12,838,815**	123.6%	**6,386,150**	-50.3%	**5,831,110**	-8.7%
	Capital Projects Net (Loss)	(9,806,602)	(2,665,896)		(912,573)		(2,411,681)		(6,741,515)		213,850		769,890	
22	**ENDING BALANCE**				**$ 11,641,956**		**$ 9,230,276**		**$ 2,488,761**		**$ 2,702,611**		**$ 3,472,501**	

NOTES:

1,2 Rate Study Adopted December 2023 according to Infrastructure Assessment
3 Sales to other companies, depends on the water demand from other water company
4 Primarily interest earnings, forecasted conservatively due to uncertain interest rate environment
7 Actuals show maintenance and operations savings. FY25 and beyond assume consistent budget, any actual savings may become available for the Capital Projects Fund
10 Water Customer Service shows re-alignment of personnel costs between FY24 and FY25
11 Includes Vehicle Fund allocation of direct charge for vehicle purchases and indirect charges for maintenance and repairs
12 Cost of water personnel, water assessments, cost of water conservation grant programs and costs related to the divisions supporting the water fund (i.e Finance, Human Resources, etc.
14 Debt Service includes the 2012 CSCDA Water Revenue Bonds, 2016 Water Revenue Bonds, 2019 Pension Obligation Bonds, and assumptions for new infrastructure bond issuance
15,18 Amount based on Water Fund Reserves Policy where the Water Operations Working Capital and Catastrophic Reserve (adopted by Resolution No. 2010-49) shall be in an amount equal to the cost to fund operations for a six-month period in the event of a catastrophic event and remaining amounts are transferred from the Water Operations to the Water Capital Projects Fund.
16 Transfers for Citywide Energy Efficiency Project debt service & to LMD's to supplement zones
17 Water Fund Reserves Policy (adopted by Resolution No. 2010-49) equal to the cost to fund operations for a six-month period
19 Primarily interest earnings, forecasted conservatively due to uncertain interest rate environment
20 Revenue Bond Issuance $15 million to fund CIP. The City is monitoring the economy and issuance conditions. Issuance may occur during FY26

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**City Clerk**	**DISTRICT(S):**	**Not Applicable**
SUBJECT:	**Affirm minutes from the City Council, Successor Agency and Housing Authority May 27, 2025 and City Council, Successor Agency, Housing and Public Financing Authority June 3, 2025 meetings**		

RECOMMENDATION
That the City Council, Successor Agency and Housing Authority:

1. Affirm minutes as presented.

STRATEGIC FOCUS AREAS
Not Applicable

EXECUTIVE SUMMARY
This staff report requests affirmation of the minutes from previous meetings. The minutes have been prepared and reviewed in accordance with city procedures and transparency requirements. Affirming these minutes ensures the accuracy and integrity of the official record. Staff recommends approval to maintain proper documentation and compliance with meeting protocols.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
Not applicable.

DISCUSSION
Pursuant to the City's standard practices and the Brown Act, meeting action minutes are reviewed and affirmed by the legislative body to ensure transparency and accuracy in government proceedings. The action minutes for the May 27, 2025 and June 3, 2025 meetings were compiled based on staff notes and official recordings. No requests for revisions or amendments have been received to date.

By affirming minutes, legislative bodies acknowledge their accuracy and preserve them as an official record of the meeting. If any corrections or amendments are desired, they can be addressed before final affirmation.

FISCAL IMPACT
There is no fiscal impact associated with this action.

ENVIRONMENTAL DETERMINATION
There are no environmental impacts associated with this action.

Prepared By	Roxanne Breceda, Deputy City Clerk / Records Manager
Concurs With	Not Applicable

Reviewed By	Kathleen Sessman, City Clerk/Communicications Director
Certified to Availability of Funds	Not Applicable
Approved By	Kathleen Sessman, City Clerk/Communications Director
Legal Review	Not Applicable
CEQA Review	Not Applicable

ATTACHMENTS:

A. May 27, 2025 Regular Meeting Minutes
B. June 3, 2025 Special Meeting Minutes

Attachments

A. May 27, 2025 Regular Meeting Minutes.pdf

B. June 3, 2025 Special Meeting Minutes.pdf

City of Glendora Minutes
Regular Meeting

Tuesday, May 27, 2025
City Hall Council Chamber
116 E. Foothill Boulevard
Virtually via Zoom ID# 9329247224

The City Council also serves as members of the Board of Directors of the Successor Agency of the former Community Redevelopment Agency, and Housing Authority, which are concurrently convening this evening.

CALL TO ORDER
The City Council, Successor Agency, and Housing Authority meeting was called to order at 7:03 PM.

ROLL CALL
Members Present: Karen Davis, Shaunna Elias, Mendell L. Thompson, Mayor Pro Tem/Vice-Chair Michael Allawos, Mayor/Chair David Fredendall

Members Absent: None

Staff Present: City Manager/Executive Director Adam Raymond, City/Agency Attorney Danny Aleshire, Assistant City Manager Moises Lopez, Chief of Police Mike Randazzo, Deputy City Manager Marie Ricci, Public Works Director William Wittkopf, Finance Director/City Treasurer Kyle Johnson, Community Development Director Jeff Kugel, Recreation & Human Services Director John Aguirre, City Clerk/Communications Director Kathleen Sessman, Assistant Public Works Director Paul Zampiello, Captain Chris Stabio, Captain Shelly Gold, Management Aide Shantelle Coria, Media Specialist Craig Gill, Senior Media Specialist Greg Morton, and Deputy City Clerk/Records Manager Roxanne Breceda

PLEDGE OF ALLEGIANCE
The Invocation was given by Pastor Bruce Butler of Glendora Friends Church.

The Pledge of Allegiance was led by Shantelle Coria.

REORDERING OF AND ADDITIONS TO THE AGENDA
There were no requests received.

PUBLIC COMMENT
1. Public Comments received

Comments were received from: Joe Cina, Oliva Lesch, and Ellen Straw.

COMMISSIONER STATEMENTS/REPORTS
Mayor/Chair Fredendall addressed public comment on e-bikes and the Glendora Police Departments educating efforts throughout the school year.

Council Member/Commissioner Thompson announced the Glendora Station Dedication Ceremony on June 5th at 1:00 PM; and extended congratulations to the Glendora High School baseball team on winning tonight's game and making it to the CIF finals for D3.

Council Member/Commissioner Elias reported on the Glendora 5K Memorial Run on May 26, 2025; and extended congratulations to all upcoming high school graduates.

Council Member/Commissioner Davis commented on the Glendora 5K Memorial Run; and announced Pride in the Foothills event on Saturday, May 31, 2025.

DIRECTOR/STAFF LIAISON AND ATTORNEY STATEMENTS
City Manager Raymond announced a Special meeting for June 3, 2025 that will include the FY 2025-2027 Budget Workshop and a Special Item relating to a request from the San Gabriel Valley Council of Governments for representatives to sit on a 2028 Olympic and Paralympic Games Ad Hoc Committee.

SPECIAL ITEMS
2. A Proclamation proclaiming June 9, 2025 as Louie Pompei Day

A proclamation was accepted by Chief of Police Randazzo.

PUBLIC HEARING
3. Public Hearing to Consider a Resolution to Levy and Collect Assessment from Glendora Village Business Improvement District for Fiscal Year 2025-26

Item title was read into the record and the Public Hearing was declared opened. There was no one wishing to provide testimony. Public Hearing was declared closed.

No ballots were received, a majority protest was not met; therefore, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council adopt City Council **Resolution CC 2025-14** entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING THE LEVY AND COLLECTION OF ASSESSMENTS FROM THE GLENDORA VILLAGE BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2025-26" as permitted by the Parking and Business Improvement Area Law of 1989 (California Streets and Highway Code Section 36500 et seq.) Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

4. Public Hearing on the Reporting on City of Glendora Vacancies, and Recruitment and Retention Efforts

Item title was read into the record and the Public Hearing was declared opened. Under separate cover, a revised Attachment D – PowerPoint, dated May 27, 2025, distributed to the City Council and made available to the public. There were no requests to provide public testimony. The Public Hearing was declared closed.

Following brief discussion on the exit interview, a motion was made by Council Member Thompson, seconded by Council Member Davis, that the City Council receive and file the report. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

CONSENT CALENDAR
A motion was made by Mayor Pro Tem/Vice-Chair Allawos, seconded by Council Member/Commissioner Thompson, to approve Consent Calendar Items #5 - #8 as presented,

affirming the actions appropriate to each item. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

5. Affirm minutes from the City Council, Successor Agency and Housing Authority May 8, 2025 meeting

The City Council, Successor Agency and Housing Authority affirmed the minutes as presented.

6. City of Glendora and Glendora Successor Agency Investment Report for April 2025

The City Council and Successor Agency received and filed the Monthly Investment Activity Report for April 2025.

7. Final Tract Map No. 84292 (Applicant - Owner: Glendora 39, LLC, A Delaware Limited Liability Company: Location - 723-731 East Route 66)

The City Council 1. Adopted City Council **Resolution CC 2025-15** entitled, "A RESOLUTION OF THE CITY COUNCIL APPROVING TRACT MAP NO. 84292 FOR A NEW SUBDIVISION CONSISTING OF 39 RESIDENTIAL CONDOMINIUM UNITS ON A SINGLE LOT, GLENDORA, CALIFORNIA"; 2. Authorized the Mayor to execute the Indemnity and Subdivision Improvement Agreements; and 3. Authorized the City Engineer and City Clerk to sign Final Tract Map No. 84292.

8. Authorize the Purchase of Water Meters and Water Meter Parts

The City Council authorized the Purchase of Water Meters and Water Meter Parts from Thirkettle Corporation dba Aqua Metric Sales Company in an amount not to exceed $90,000.

UNFINISHED BUSINESS

9. Update of Scheduled Vacancies for the City Council Advisory Boards and Commissions Recruitment with Terms Ending June 30, 2025

Following discussion, a motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Approve the appointments to the Business Improvement District (BID) Advisory Board as follows: Callan Banos (Ramon's Tacos y Tapas) to Office No. 1, for the term 7/1/2025 – 6/30/2029; and Crystal Manke (Cindy Jane Boutique) to Office No. 4, for the term 7/1/202 – 6/30/2029. Additionally, City Council selected Option 1, directing staff to reappoint incumbents and initiate contact with Community Services Commission applicants to explore their interest in serving on an alternate board or commission, given the absence of vacancies on that commission. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

NEW BUSINESS

10. Award an Agreement to J. De Sigio Construction, Inc. for the Oak Park Road Project in the amount not to exceed $314,804

A motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council 1. Adopt a Categorical Exemption from the California Environmental Quality Act Pursuant to Section 15269(b), Emergency Projects, of the California Code of Regulations; 2. Declare an emergency existed that posed an imminent danger and required immediate action to

repair the waterline on Oak Park Road to prevent further damage to private property and disruption of a vital public service; 3. Award an Agreement to J. De Sigio Construction, Inc., for the Oak Park Road Project in the amount of $314,804; and 4. Authorize the City Manager or his designee to execute the Agreement with J. De Sigio Construction, Inc., including minimal and/or non-substantive changes. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

10. AB 481 Annual Military Equipment Policy and Use Report

A motion was made by Mayor Pro Tem Allawos, seconded by Council Member Thompson, that the City Council receive and file the report. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

COMMISSION/STAFF CLOSING COMMENTS
There were no statements or reports given.

ADJOURNMENT
Meeting was adjourned at 8:35 PM.

Roxanne Breceda, CMC
Deputy City Clerk/Records Manager

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were affirmed on _____.

City of Glendora Minutes
Special Meeting – Budget Workshop

Tuesday, June 3, 2025
City Hall Council Chamber
116 E. Foothill Boulevard
Virtually via Zoom ID# 9329247224

CALL TO ORDER

The City Council, Successor Agency, Housing and Public Financing Authority meeting was called to order at 10:00 AM.

ROLL CALL

Members Present: Karen Davis, Shaunna Elias, Mendell L. Thompson, Mayor Pro Tem Michael Allawos, Mayor David Fredendall

Members Absent: None

Staff Present: City Manager Adam Raymond, City Attorney Danny Aleshire, Assistant City Manager Moises Lopez, Chief of Police Mike Randazzo, Deputy City Manager Marie Ricci, Public Works Director William Wittkopf, Finance Director/City Treasurer Kyle Johnson, Community Development Director Jeff Kugel, Recreation & Human Services Director John Aguirre, City Clerk/Communications Director Kathleen Sessman, Assistant Director Rita Wendling, Assistant Public Works Director Paul Zampiello, Assistant Public Works Director Valerie Velasquez-Santoya, Captain Chris Stabio, Captain Shelly Gold, Recreation Manager Annie Warner, Management Analyst Kelsey Fay, Management Aide Shantelle Coria, Management Analyst Elke Cathel, Library Services Manager Cindy Romero, Administrative Assistant Gabriela Thompson, Administrative Assistant Megan Stone, Office Coordinator Desiree Valvadia, Media Specialist Craig Gill, Senior Media Specialist Greg Morton, and Deputy City Clerk/Records Manager Roxanne Breceda

PUBLIC COMMENT

1. Public Comments received

   There was no one wishing to provide comment.

NEW BUSINESS

2. Possible appointment of San Gabriel Valley Council of Governments 2028 Olympic and Paralympic Games Ad Hoc Committee member

Following discussion, a motion was made by Mayor Fredendall, seconded by Council Member Thompson, that the City Council appointment Council Member Elias as delegate and directed staff to select a staff member to serve as alternate and return at a later date with a Resolution to codify these appointments. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

3. Conduct Fiscal Year (FY) 2025-27 Budget Workshop

Under separate cover, a revised Attachment A – PowerPoint, slide 93, distributed to the City Council and made available to the public.

Following discussion, a motion was made by Council Member Davis, seconded by Mayor Pro Tem Allawos, that the City Council approve Measure E/Z funding as follows: State Library eLibrary Programs (FY26 $15,000, FY27 $15,000), 2-Year Total $30,300; Volunteer Match Services (FY26 $5,250, FY27 $5,515), 2-Year Total $10,765; eLibrary & Print Content for the Public (FY26 $85,000, FY27 $86,700), 2-Year Total $171,700; Annual Pumpkin Festival take over from Preservation Foundation (FY26 $6,000, FY27 $6,000) 2-Year Total $12,000; JPW Contract (FY26 $50,000, FY27 $50,000), 2-Year Total $100,000; Affordable Housing Consulting Services (FY26 $75,000, FY27 $75,000) 2-Year Total $150,000; Community Impact Team: Move to Modern Policing (FY26 $103,200, FY27 $180,900) 2-Year Total $284,100; Grand Total FY26 $339,450, FY27 $419,415, 2-Year Total $758,865. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

A second motion was made by Council Member Davis, seconded by Mayor Pro Tem Allawos, that the City Council approve the Glendora Unified School District (GUSD) Pool Investment Option 1, designating end-of-year General Fund surplus toward the GUSG pool project in the amount of $450,000 over two years, beginning in FY 2024-25, and authorized staff to utilize the either payment distribution option. Motion carried 5 – 0 as follows: AYES: Davis, Elias, Thompson, Allawos, Fredendall; NOES: None; ABSENT: None; ABSTAIN: None.

COMMISSION/STAFF CLOSING COMMENTS
City Manager Raymond thanked Finance Director/City Treasurer Johnson and his team for their work in preparing and presenting the budget.

ADJOURNMENT
Meeting was adjourned at 12:10 PM.

Roxanne Breceda, CMC
Deputy City Clerk/Records Manager

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were affirmed on _____.

STAFF REPORT

TO: Mayor and Council Members **DATE:** June 10, 2025

FROM: Finance **DISTRICT(S):** Citywide

SUBJECT: Review and Affirm Disbursements for May 2025 in the amount of $5,699,817.39

RECOMMENDATION

That the City Council and Successor Agency:

1. Review and Affirm Disbursements for May 2025 in the amount of $5,699,817.39.

STRATEGIC FOCUS AREAS

Goal 2: Maintain Financial Stability and Sustainability (MFSS)

EXECUTIVE SUMMARY

For May 2025 the City disbursed the following amounts through accounts payable and payroll.

May 2025	$3,498,035.35		$3,498,035.35
05/02/2025		$722,628.55	$722,628.55
05/16/2025		$719,120.20	$719,120.20
05/30/2025		$760,033.29	$760,033.29
Total	**$3,498,035.35**	**$2,201,782.04**	**$5,699,817.39**

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Pursuant to the Glendora Municipal Code Section 2.20.030 Departmental Reports, the Finance Department shall provide a comprehensive report on disbursements, at least on a quarterly basis.

DISCUSSION

Notable disbursements in the month of May include:

Copp Contracting, Inc.	$344,622.15	CDBG Funded Street Improvements
IDS Group Inc.	$140,480.17	Glendora Corporate Yard Improvements
Mariposa Landscapes, Inc.	$109,706.75	City-wide Landscape Services
JMD	$100,548.84	Engineering Consulting Services

FISCAL IMPACT

There is no impact associated with the recommendation of this report.

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	George Perez-Sosa, Accounting Technician
Concurs With	Not Applicable
Reviewed By	Kyle Johnson, Finance Director/City Treasurer
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Not Applicable
CEQA Review	Not Applicable

ATTACHMENTS:

A. Warrant Register – May 2025

Attachments

A. Warrant Register - May 2025.pdf

CITY OF GLENDORA

CITY COUNCIL MEETING **6/10/2025**

WARRANT REGISTER - MAY 2025			$3,498,035.35
PAYROLL EFT	5/2/2025	$	722,628.55
	5/16/2025	$	719,120.20
	5/30/2025	$	760,033.29
TOTAL			**$5,699,817.39**

PREPARED BY: George Perez

REVIEWED BY
Finance Director/City Treasurer

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3154	EFT	5/2/2025	2706	ALL CITY MANAGEMENT SERVICES INC	10550340	59100	250168	100459	Crossing Guard Services-March 30 - April 12, 2025	$7,735.09
										$7,735.09
3155	EFT	5/2/2025	1166	AGI ACADEMY	10190810	58300		W25-AGI.2	Instructor Payment WSP25 - Session 2	$375.20
										$375.20
3156	EFT	5/2/2025	180	AQUA-METRIC SALES COMPANY	50170610	53540	250315	INV0107470	INV0107470 - OMNI PARTS	$7,212.72
										$7,212.72
3157	EFT	5/2/2025	5631	AXON ENTERPRISE INC	27550310	51200	250380	INUS337567	Quote# - Q658348	$3,808.74
	EFT	5/2/2025	5631	AXON ENTERPRISE INC	55330150	59110	250380	INUS337567	Quote# - Q658348	$1,480.00
										$5,288.74
3158	EFT	5/2/2025	6469	BAKER & TAYLOR, LLC	10180720	51300	250196	2038971718	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$176.66
	EFT	5/2/2025	6469	BAKER & TAYLOR, LLC	10180720	51300	250196	2038971719	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$365.90
	EFT	5/2/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038976185	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$18.86
										$561.42
3159	EFT	5/2/2025	4642	BLACK AND WHITE EMERGENCY VEHICLES	55470530	59100	250039	5815	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$800.00
	EFT	5/2/2025	4642	BLACK AND WHITE EMERGENCY VEHICLES	55470530	72350	250236	5833	UPFITTING OF 6 PD VEH; 2024 FORD PIU BUILD UNIT 5	$26,848.99
										$27,648.99
3160	EFT	5/2/2025	113	BRODART COMPANY	10180730	51300		B6965810	CONTENT FOR THE PUBLIC	$34.74
										$34.74
3161	EFT	5/2/2025	3762	DONNA COUPLAND	10190810	58300		W25-DC.2	Instructor Payment WSP25 - Session 2	$907.20
										$907.20

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3162	EFT	5/2/2025	3465	CSG CONSULTANTS INC	10160410	59100	250205	60315	CONSULTING SERVICES - FEBRUARY	$19,314.75
	EFT	5/2/2025	3465	CSG CONSULTANTS INC	10160410	59100	250205	B250371	CONSULTING SERVICES - MARCH	$16,574.26
										$35,889.01
3163	EFT	5/2/2025	6964	CW PRODUCTS INC.	23060430	59100	250427	CV50412344	EARTH DAY FREEBIES - STRESS/SQUISHY BUS	$2,459.42
	EFT	5/2/2025	6964	CW PRODUCTS INC.	23060430	59100	250427	CV50414351	EARTH DAY FREEBIES - BIKE LIGHTS	$2,362.97
										$4,822.39
3164	EFT	5/2/2025	3184	DUNN-EDWARDS CORPORATION	10170560	56100		2160A30407	PAINT SUPPLIES	$43.92
										$43.92
3165	EFT	5/2/2025	902	GRAINGER	50170640	59100		9465994649	INDUSTRIAL SUPPLIES - APRIL 8, 2025	$481.69
	EFT	5/2/2025	902	GRAINGER	50170640	59100		9474921690	INDUSTRIAL SUPPLIES - APRIL 15, 2025	$121.93
	EFT	5/2/2025	902	GRAINGER	50170640	59100		9481360775	INDUSTRIAL SUPPLIES - APRIL 21, 2025	$316.02
										$919.64
3166	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9849083	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$2,141.34
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9851404	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$2,401.18
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9852602	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$2,289.72
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9867341	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$76.61
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9867367	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$14.33
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9868923	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$2,234.40
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9876371	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$490.52
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9878163	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$271.91

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3166	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9879691	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$1,172.61
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9886530	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$273.30
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9886633	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$180.89
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9889650	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$345.63
	EFT	5/2/2025	6956	HIRSCH PIPE & SUPPLY CO INC.	10170560	51500	250461	9889930	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	$105.44
										$11,997.88
3167	EFT	5/2/2025	5947	INFOSEND, INC.	50140200	55320	250156	283879	UTILITY BILLING - PRINTING	$1,054.67
	EFT	5/2/2025	5947	INFOSEND, INC.	50140200	55340	250156	283879	UTILITY BILLING - PRINTING	$0.00
	EFT	5/2/2025	5947	INFOSEND, INC.	50140200	59100	250156	283879	UTILITY BILLING - PRINTING	$0.00
										$1,054.67
3168	EFT	5/2/2025	5300	INTELLIGENT FIRE SYSTEMS & SOLUTION	50170640	59100		113014	WATER EQUIPMENT TESTING - MARCH 4, 2025	$450.00
										$450.00
3169	EFT	5/2/2025	4184	JMD	10160400	59100	250202	019 (25-041)	CONSULTING SERVICES - FEBRUARY	$13,371.75
	EFT	5/2/2025	4184	JMD	30170550	59100	250138	096 (25-060)	ENGINEERING SERVICES, PROFESSIONAL - MARCH 2025	$28,976.48
										$42,348.23
3170	EFT	5/2/2025	513	OCLC INC.	21680730	51300	250113	1000427832	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$247.65
										$247.65
3171	EFT	5/2/2025	2420	OUTDOOR CREATIONS, INC	10170580	59100		11918	ACRYLIC CITY OF GLENDORA LOGOS	$1,140.73
										$1,140.73

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3172	EFT	5/2/2025	1138	PINPOINT INDUSTRIES, INC.	10160400	55320		11222	ENVELOPES - OFFICE SUPPLY	$430.46
										$430.46
3173	EFT	5/2/2025	2114	PLACEWORKS	22260400	59100	923471	COG-10.0 - 5	LEGACY - OBJECTIVE DESIGN STANDARDS	$2,591.90
										$2,591.90
3174	EFT	5/2/2025	1150	PRO PRINTING INC.	21680720	55320		58248	Summer Discovery - Level up bookmarks	$110.75
										$110.75
3175	EFT	5/2/2025	3719	GRAFIX SYSTEMS	55470530	59100		33689	unit 5 decals	$301.61
										$301.61
3176	EFT	5/2/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1123	SAFETY INSPECTION AND OIL CHANGE	$187.41
										$187.41
3177	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	10170510	51200	250455	7508	EARTH DAY MAILER DESIGN/DELIVERY	$5,817.30
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	10190800	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$11,324.52
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	10190810	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$435.57
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	10190820	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$435.57
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	10190830	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$435.57
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	23190800	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$871.12
	EFT	5/2/2025	3954	THE SAUCE CREATIVE SERVICES	55315050	55320	250147	7522	Printing of the Activity Guide - Summer 2025	$8,275.65
										$27,595.30
3178	EFT	5/2/2025	6285	SDI PRESENCE LLC	55330150	59100	250008	18774	SDI Professional Services	$43,677.15
										$43,677.15
3179	EFT	5/2/2025	370	R&R CUSTOM SIGNS	10170580	59100		230154	New signs for the library garden	$1,014.19
	EFT	5/2/2025	370	R&R CUSTOM SIGNS	10170560	56101		230155	POLICE DEPARTMENT FRONT MARQUEE SIGN	$2,155.69
										$3,169.88

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3180	EFT	5/2/2025	3768	SOFTWAREONE INC	55330150	59110	250463	US-PSI-1553520	SQL SERVER ENTERPRISE LICENSE	$11,740.32
										$11,740.32
3181	EFT	5/2/2025	2933	STAPLES ADVANTAGE	10170500	51110		6028883839	OFFICE SUPPLIES	$95.91
										$95.91
3182	EFT	5/2/2025	3498	STERICYCLE, INC.	50170640	51110		8010347363	STERICYCLE SERVICE MARCH 31, 2025	$129.93
	EFT	5/2/2025	3498	STERICYCLE, INC.	10170500	59100		8010432687	Regular shredding service City Hall PW - 2 mos	$205.86
	EFT	5/2/2025	3498	STERICYCLE, INC.	10150360	59100		8010451121	Shred It Services- March and April	$726.99
										$1,062.78
3183	EFT	5/2/2025	2741	THYSSENKRUPP ELEVATOR CORP	10170560	59100		3008460348	FULL MAINTENANCE ELEVATOR WITH PHONE MONITORING	$757.14
										$757.14
3184	EFT	5/2/2025	2741	THYSSENKRUPP ELEVATOR CORP	10170560	59100	250411	6000789300	ANNUAL ELEVATOR TESTING AT CITY HALL	$3,657.00
										$3,657.00
3185	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10170560	59100	250069	15956	CITYWIDE JANITORIAL MAINTENANCE - FEB 2025	$11,100.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10170580	59100	250069	15956	CITYWIDE JANITORIAL MAINTENANCE - FEB 2025	$19,631.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10190810	59100	250069	15956	CITYWIDE JANITORIAL MAINTENANCE - FEB 2025	$2,600.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10190820	56100	250069	15956	CITYWIDE JANITORIAL MAINTENANCE - FEB 2025	$1,550.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	50170600	59100	250069	15956	CITYWIDE JANITORIAL MAINTENANCE - FEB 2025	$550.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10170560	59100	250069	15978	CITYWIDE JANITORIAL MAINTENANCE - MARCH 2025	$11,100.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10170580	59100	250069	15978	CITYWIDE JANITORIAL MAINTENANCE - MARCH 2025	$19,631.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10190810	59100	250069	15978	CITYWIDE JANITORIAL MAINTENANCE - MARCH 2025	$2,600.00
	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	10190820	56100	250069	15978	CITYWIDE JANITORIAL MAINTENANCE - MARCH 2025	$1,550.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3185	EFT	5/2/2025	1651	UNITED MAINTENANCE SYSTEMS	50170600	59100	250069	15978	CITYWIDE JANITORIAL MAINTENANCE - MARCH 2025	$550.00
										$70,862.00
3186	EFT	5/2/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127501618.002	ELECTRICAL SUPPLIES	$156.99
	EFT	5/2/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127633201.001	ELECTRICAL PARTS	$57.27
	EFT	5/2/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127685750.001	ELECTRICAL PARTS	$264.55
										$478.81
3187	EFT	5/2/2025	6256	WILLDAN ENGINEERING	10160400	59100	240288	00714449	WILLDAN ENGINEERING - FEBRUARY	$7,728.00
										$7,728.00
3188	EFT	5/2/2025	6241	Y TIRE PERFORMANCE LLC	55470530	51500		58590	police tires	$895.55
										$895.55
3189	EFT	5/2/2025	2450	DOG WASTE DEPOT	10170580	59100		756194	Dog waste bags for parks	$939.26
										$939.26
3190	EFT	5/2/2025	105	AFSCME DISTRICT COUNCIL 36	92000000	20104		21531	Payroll Run 1 - Warrant 250427 AFSCME DUES	$1,402.50
										$1,402.50
3191	EFT	5/2/2025	6825	DANA SIMPSON	92000000	20105		21541	Payroll Run 1 - Warrant 250427 Spousal Sup Simpson	$100.00
										$100.00
3192	EFT	5/2/2025	6541	FIRE RISK MANAGEMENT SERVICES	92000000	20109		103.05.2025	FRMS Medical Bill May 2025	$82,671.22
										$82,671.22
3193	EFT	5/2/2025	104	GLENDORA CITY EMPLOYEE ASSOCIATION	92000000	20104		21530	Payroll Run 1 - Warrant 250427 City Employee Assoc	$630.00
										$630.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3194	EFT	5/2/2025	107	GLENDORA MANAGEMENT ASSOCIATION	92000000	20104		21532	Payroll Run 1 - Warrant 250427 GMA Assoc. Dues	$490.00
										$490.00
3195	EFT	5/2/2025	109	GLENDORA POLICE MANAGEMENT	92000000	20104		21534	Payroll Run 1 - Warrant 250427 PMA Assoc. Dues	$613.50
										$613.50
3196	EFT	5/2/2025	5635	MUNICIPAL DENTAL POOL	92000000	20110		21031.05.2025	Delta Dental Bill May 2025	$13,615.67
										$13,615.67
3197	EFT	5/2/2025	108	POLICE ASSOCIATION	92000000	20104		21533	Payroll Run 1 - Warrant 250427 POA Assoc. Dues	$3,965.00
										$3,965.00
3198	EFT	5/9/2025	6415	88844MOTOR	55470530	59100		13040	repairs for 776	$1,632.72
										$1,632.72
3199	EFT	5/9/2025	6438	CALIFORNIA FUELS & LUBRICANTS	55470530	51500		000369119	shop oil	$1,892.53
										$1,892.53
3200	EFT	5/9/2025	4163	ADVANTEC CONSULTING ENGINEERS INC.	30170550	59100	250343	9803-0305-01-03	DESIGN SERVICES FOR CITWIDE ENG & TRAFFIC SURVEY	$5,485.00
	EFT	5/9/2025	4163	ADVANTEC CONSULTING ENGINEERS INC.	30170550	59100	250343	9803-0305-01-04	DESIGN SERVICES FOR CITWIDE ENG & TRAFFIC SURVEY	$6,409.50
										$11,894.50
3201	EFT	5/9/2025	1166	AGI ACADEMY	10190820	58300		WS24-AGI-CAADS2	INSTRUCTOR PAYMENT - COMPUTER ADVENTURE WS24-S2	$281.40
										$281.40
3202	EFT	5/9/2025	6823	ANN MARIE VERNER	10190810	58300		W25-WSF.2	Instructor Payment WSP25 - Session 2	$132.75
										$132.75
3203	EFT	5/9/2025	180	AQUA-METRIC SALES COMPANY	50170610	53540	250315	INV0107469	Water Meter Parts - April 2, 2025	$6,321.18

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3203	EFT	5/9/2025	180	AQUA-METRIC SALES COMPANY	50170610	53540	250315	INV0107712	METER PARTS - APRIL 22, 2025	$439.13
										$6,760.31
3204	EFT	5/9/2025	1452	UNISHIELD	10170520	51200		20-004920	FIRST AID	$371.84
										$371.84
3205	EFT	5/9/2025	117	ATHENS SERVICES	50170630	57170	250077	19312249	REMOVAL OF MIXED WASTE - MAY 2025	$200.00
										$200.00
3206	EFT	5/9/2025	5433	AVALON COLLISION CENTERS INC	55470530	59100	250074	31642	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$195.00
	EFT	5/9/2025	5433	AVALON COLLISION CENTERS INC	55470530	59100		31754	repairs on 790	$1,155.14
										$1,350.14
3207	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038978967	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$146.71
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038978968	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$30.31
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038978969	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$19.53
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180720	51300	250196	2038993237	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$175.06
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038997719	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$21.64
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2038997720	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$20.28
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180720	51300	250196	2038997721	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$211.00
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039001905	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$67.76
	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039001907	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$72.37

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3207	EFT	5/9/2025	6469	BAKER & TAYLOR, LLC	10180720	51300	250196	2039003799	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$263.62
										$1,028.28
3208	EFT	5/9/2025	6781	BAY ALARM COMPANY	10190830	56100		22181891	May- Monitoring Services	$115.00
										$115.00
3209	EFT	5/9/2025	2568	BURRO CANYON SHOOTING PARK	10150310	59100		3483	Range Fees - 4/2/25	$10.00
										$10.00
3210	EFT	5/9/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		187847801041425	PD CABLE	$291.36
	EFT	5/9/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	10170520	51200		188625301040725	SPECTRUM - CORPORATE YARD	$365.31
										$656.67
3211	EFT	5/9/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56101		629662	PD CLEANING AND TOILETRY SUPPLIES	$334.35
	EFT	5/9/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56102		629663	LIBRARY CLEANING AND TOILETRY SUPPLIES	$278.87
	EFT	5/9/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56101		629687	LIBRARY TOILET TISSUE	$102.89
	EFT	5/9/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56102		629688	POLICE DEPT TLT TISSUE	$102.89
	EFT	5/9/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56102		629749	RETURNS JUMBO TT AND FLOOR CLEANER	($101.78)
										$717.22
3212	EFT	5/9/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00309417	LOUIE POMPEI PARK SECURITY CAMERA	$10,907.76
										$10,907.76
3213	EFT	5/9/2025	6529	COSTAR REALTY INFORMATION, INC.	10160420	59100	250042	122014963	APR-JUN PROFESSIONAL SERVICES, HIGHER EDUCATION	$1,290.00
										$1,290.00
3214	EFT	5/9/2025	843	NANCY K. BOHL INC	10150300	59100		INV104138	February 2025 Employee Services	$320.00
	EFT	5/9/2025	843	NANCY K. BOHL INC	10150300	59100		INV104139	March 2025 Employee Services	$640.00

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3214	EFT	5/9/2025	843	NANCY K. BOHL INC	10150300	59100		INV104223	Crisis Intervention 4/10/2025	$562.50
										$1,522.50
3215	EFT	5/9/2025	3762	DONNA COUPLAND	10190820	58300		WS24-DC-LF-B&I-S2	INSTRUCTOR PAYMENT - CLD LF WS24 S2	$554.40
										$554.40
3216	EFT	5/9/2025	297	COVINA VALLEY WATER COMPANY	50170640	53100		March-25	255 W Arrow Hwy - March 2025	$10,658.03
										$10,658.03
3217	EFT	5/9/2025	3465	CSG CONSULTANTS INC	10160410	59100	250205	60755	CONSULTING SERVICES MARCH	$20,710.30
										$20,710.30
3218	EFT	5/9/2025	191	DELL MARKETING L.P.	50170640	53560		10804384798	PRECISION 3680 TOWER CTO BASE FOR SCADA	$2,255.08
	EFT	5/9/2025	191	DELL MARKETING L.P.	50170640	53560		10806230044	PRECISION 3680 TOWER CTO BASE FOR SCADA	$2,254.84
	EFT	5/9/2025	191	DELL MARKETING L.P.	55330150	72030	250423	10807098325	DELL PRO 14 PLUS BTX BASE	$12,250.68
										$16,760.60
3219	EFT	5/9/2025	6328	TANGLED WEB SOLUTIONS	10150300	59100	250161	112027	Cam - Lateral Background	$1,900.00
										$1,900.00
3220	EFT	5/9/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	30100990	70000	250475	25-073	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$8,221.07
	EFT	5/9/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	50200990	70000	250475	25-073	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$1,638.93
										$9,860.00
3221	EFT	5/9/2025	2209	DOCU-TRUST	10190800	51110		0055662	OFF SITE DOCUMENT STORAGE - MAY	$13.51
	EFT	5/9/2025	2209	DOCU-TRUST	10140200	59100	250114	0055664	STORAGE MAY	$1.57
	EFT	5/9/2025	2209	DOCU-TRUST	50140200	59100	250114	0055664	STORAGE MAY	$0.67
										$15.75
3222	EFT	5/9/2025	3095	EDMARK GRAPHICS INC.	10150300	55320		29286	Pischke, Alatorre, Collins, Redona Cards	$177.20
										$177.20

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3223	EFT	5/9/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	50170600	51110		74473	APRIL 7, 2025 - INV 74473	$143.33
										$143.33
3224	EFT	5/9/2025	3468	SHEILA JENNINGS GANINO	10190810	58300		W25-SG.4	Instructor Payment WSP25 - APRIL	$4,168.12
										$4,168.12
3225	EFT	5/9/2025	125	GENERAL PUMP CO. INC.	50170640	56320	250076	32406	MAINTENANCE SERVICES - APR 30, 2025	$56,885.13
										$56,885.13
3226	EFT	5/9/2025	11	GLENDORA CHAMBER OF COMMERCE	10160420	59600	250101	21427023	BID Management April	$4,166.67
										$4,166.67
3227	EFT	5/9/2025	4426	GNA-BROOK FIRE PROTECTION INC.	10170560	59100		10020574	FIRE SPRINKLER REPAIR LOUIE POMPIE	$6,943.34
										$6,943.34
3228	EFT	5/9/2025	3324	MICHELLE HARRINGTON	10190810	58300		W25-MH.3	Instructor Payment WSP25 - Session 2 HALF PAYMENT	$794.82
										$794.82
3229	EFT	5/9/2025	5300	INTELLIGENT FIRE SYSTEMS & SOLUTION	50170640	59100		112051	MONTHLY MONITORING FOR FIRE ALARM	$994.00
										$994.00
3230	EFT	5/9/2025	4184	JMD	10170550	59100	250331	032 (25-061)	TO# 652414012 - CONTRACT CITY TRAFFIC ENGINEER	$3,287.66
										$3,287.66
3231	EFT	5/9/2025	1198	JOHNNY ALLEN TENNIS ACADEMY	10190810	58300		W25-JAT.4	Instructor Payment WSP25 - Sessions 4&5	$2,009.70
										$2,009.70
3232	EFT	5/9/2025	6566	JPW COMMUNICATIONS, INC	55330150	59100	250453	3577	COMMUNICATIONS AND MEDIA RELATED SERVICES	$4,461.25
	EFT	5/9/2025	6566	JPW COMMUNICATIONS, INC	10180700	59100	250459	3578	Marketing services	$9,738.75
										$14,200.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3233	EFT	5/9/2025	6398	LA - C.A.D.A.	22890820	58600	250144	City of Glendora #36	LA CADA April- 2025	$20,833.33
										$20,833.33
3234	EFT	5/9/2025	6773	LOS ANGELES CITY CLEANING INC.	10160430	59100	240229	7245	JANITORIAL SERVICES FOR MEDA AVE AND BUS PLAZA	$1,650.00
										$1,650.00
3235	EFT	5/9/2025	6745	MALISSA J. APODACA INC.	10190810	58300		W25-MA.3	Instructor Payment WSP25 - Session 3	$1,410.50
										$1,410.50
3236	EFT	5/9/2025	4473	MC DONALD ELECTRIC INC	50170640	53530	250414	18383	PUBLIC WORKS AND RELATED SERVICES	$4,681.16
										$4,681.16
3237	EFT	5/9/2025	409	MERRIMAC ENERGY GROUP	55470530	51650	250010	2238886	FUEL, OIL, GREASE AND LUBRICANTS	$28,357.42
										$28,357.42
3238	EFT	5/9/2025	1430	MICHAEL WOOD PHOTOGRAPHY	10150300	59100		20250415	Picture Framing - CSO Ulloa	$199.35
										$199.35
3239	EFT	5/9/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20103		21539	Payroll Run 1 - Warrant 250427 PT MIDAMERICA RETIR	$4,916.00
										$4,916.00
3240	EFT	5/9/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20101		19565	Payroll Run 1 - Warrant 250316 MIDAMERICA HRA	$500.00
	EFT	5/9/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20101		21540	Payroll Run 1 - Warrant 250427 MIDAMERICA HRA	$500.00
										$1,000.00
3241	EFT	5/9/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10190820	56100		T2025-082	OUTDOOR CLEANUP AT LA FETRA CENTER	$750.00
										$750.00
3242	EFT	5/9/2025	6967	BASTIEN BRISSON	10180700	51780		20250406.	MOBILE ESCAPE GAMES	$1,440.00
										$1,440.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3243	EFT	5/9/2025	6516	NATIONAL TESTING NETWORK, INC.	10140250	59100		18167	NTN Testing Annual Renewal	$500.00
	EFT	5/9/2025	6516	NATIONAL TESTING NETWORK, INC.	10140250	59100		18168	NTN Annual Renewal - Officer	$750.00
										$1,250.00
3244	EFT	5/9/2025	6807	NAVIANT, INC	10115030	59100	240271	00153218	CONSULTING SERVICES	$840.00
	EFT	5/9/2025	6807	NAVIANT, INC	10115030	59100	240271	00153557	CONSULTING SERVICES	$785.00
										$1,625.00
3245	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10180700	51110		415395523001	Office supplies: copy paper, notebooks, post-its	$622.87
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10180700	51110		415399712001	Office supplies - spiral notebooks	$65.10
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140250	51110		417895534001	Office Supplies	$33.52
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140250	51110		417896207001	Office Supplies	$53.94
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190810	51110		417999148001	Legion Office Supplies	$211.13
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	23160430	51200		418493954001	OFFICE SUPPLIES, TRANSPORTATION	$103.65
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	23160430	51200		418879432001	OFFICE SUPPLIES, TRANSPORTATION	$101.02
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10115030	51110		418908585001	Office Supplies	$38.19
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50115030	51110		418908585001	Office Supplies	$38.18
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190800	51110	250037	419388957001	OFFICE SUPPLIES, GENERAL	$37.06
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190800	51750	250037	419388957001	OFFICE SUPPLIES, GENERAL	$20.70
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190800	51110	250037	419389287001	OFFICE SUPPLIES, GENERAL	$9.95
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10115030	51110		419764533001	Office Supplies	$57.24
	EFT	5/9/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50115030	51110		419764533001	Office Supplies	$57.21
										$1,449.76
3246	EFT	5/9/2025	6238	ONWARD ENGINEERING	29200990	70000	250381	8146	LONE HILL BRIDGE OVER SAN DIMAS WASH (9261599)	$3,982.50
										$3,982.50

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3247	EFT	5/9/2025	6876	PACIFIC PARKING SYSTEMS, INC	10150380	32502		17212	Thermal Paper - ONP machines	$575.24
										$575.24
3248	EFT	5/9/2025	938	PASCO DOORS	10170560	56101		102711	PD FRONT DOOR REPAIR	$330.00
										$330.00
3249	EFT	5/9/2025	1138	PINPOINT INDUSTRIES, INC.	10190810	55320		11236	Summer Movies & Concerts Magnets	$823.52
										$823.52
3250	EFT	5/9/2025	2114	PLACEWORKS	28060400	59100	240282	COG-11.0 - 6	GLENDORA STATION AREA VISION PLAN	$17,347.66
										$17,347.66
3251	EFT	5/9/2025	3545	SAMPA BRAZILIAN JIU JITSU INC	10190810	58300		W25-SBJJ.1	Instructor Payment WSP25	$326.25
										$326.25
3252	EFT	5/9/2025	6537	RICHDAL, INC	10190810	58300		W25-YR.2	Instructor Payment Session 2	$882.00
										$882.00
3253	EFT	5/9/2025	2560	RIGHT OF WAY, INC.	25570520	56600	250021	73313	MAST ARM SIGNS for intersection	$6,189.90
										$6,189.90
3254	EFT	5/9/2025	5189	ELSER PLUMBING	10170560	56101		19291	Plumbing repair men's restroom PD	$803.00
										$803.00
3255	EFT	5/9/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1058	A/C repairs and P.M	$912.51
	EFT	5/9/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1062	AUTO PARTS	$153.14
	EFT	5/9/2025	6483	TONY'S AUTO REPAIR	55470530	59100		1064A	AUTO PARTS	$695.00
										$1,760.65
3256	EFT	5/9/2025	6425	SAMANTHA J. GARCIA, LLC	10190810	58300		W25-SAMG.4	Instructor Payment WSP25- APRIL	$4,168.13
										$4,168.13
3257	EFT	5/9/2025	1702	SANDERS LOCK & KEY, INC.	10190820	56100		0000063365	LOCK REPAIR FOR LFC GARAGE DOOR	$175.00
										$175.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3258	EFT	5/9/2025	996	DS SERVICES OF AMERICA, INC.	10170520	51200		14191616 041025	WATER FOR YARD	$76.94
										$76.94
3259	EFT	5/9/2025	3450	SPOK INC.	50170640	59100		J6215595P	PAGER SERVICE - APRIL 19, 2025	$23.61
										$23.61
3260	EFT	5/9/2025	1723	SPRAGUES READY MIX	25570520	56600		273699	1836 Palopinto ave sidewalk	$1,420.86
										$1,420.86
3261	EFT	5/9/2025	6919	SSW CONSULTING	10110010	55600	250358	1794	CITY COUNCIL CONSULTING	$445.42
										$445.42
3262	EFT	5/9/2025	2741	THYSSENKRUPP ELEVATOR CORP	10170560	59100		3008458474	PD ELEVATOR MAINTENANCE	$113.90
										$113.90
3263	EFT	5/9/2025	6896	TRUSSELL TECHNOLOGIES, INC.	50170640	59100	250252	0000009985	WTR DIV PROD PROF SERVICES 6/1 TO 6/30/24	$26,200.00
										$26,200.00
3264	EFT	5/9/2025	6590	TRUSTMARK VOLUNTARY BENEFIT ADMIN	92000000	20108		00989405152025	Trustmark Bill May 2025	$2,012.22
										$2,012.22
3265	EFT	5/9/2025	2951	JOHNSON CONTROLS SECURITY SOLUTIONS	10170560	59100		41244819	QUARTERLY BILLING	$1,030.79
										$1,030.79
3266	EFT	5/9/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-513578	FINANCE SOFTWARE UPDATE - ERP IMPLEMENTATION (UB)	$1,074.99
	EFT	5/9/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-513578	FINANCE SOFTWARE UPDATE - ERP IMPLEMENTATION (UB)	$879.54
										$1,954.53
3267	EFT	5/9/2025	2584	ULINE	10150310	51200		190780453	Nitrile Gloves - #31103316	$1,742.51

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3267	EFT	5/9/2025	2584	ULINE	10170560	56100		191551582	STORAGE RACK UPRIGHT	$145.32
										$1,887.83
3268	EFT	5/9/2025	1651	UNITED MAINTENANCE SYSTEMS	10190810	56100	250036	15997	Legion & La Fetra - March/April Cleaning	$1,125.00
	EFT	5/9/2025	1651	UNITED MAINTENANCE SYSTEMS	10190820	56100	250036	15997	Legion & La Fetra - March/April Cleaning	$1,375.00
										$2,500.00
3269	EFT	5/9/2025	6508	UNIPLAN ENGINEERING, INC	50200990	70000	924262	500214-3	SURVEY, MAPPING, ROW EASLEY CANYON AND GLENDORA AV	$59,400.00
										$59,400.00
3270	EFT	5/9/2025	6785	V&V MANUFACTURING INC.	10150300	59200		62175	Plain flat badge ID case	$33.08
	EFT	5/9/2025	6785	V&V MANUFACTURING INC.	10150300	59200		62205	Police Officer 139 Flat Badge	$126.20
	EFT	5/9/2025	6785	V&V MANUFACTURING INC.	10150300	59200		62206	Detective Chest #1, CSO Chest #9	$185.40
	EFT	5/9/2025	6785	V&V MANUFACTURING INC.	10150300	59200		62207	Officer 133 Flat and Detective 4 Chest	$140.54
										$485.22
3271	EFT	5/9/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127710150.001	ELECTRICAL PARTS	$1,584.79
	EFT	5/9/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127711022.001	ELECTRICAL PARTS	$358.72
										$1,943.51
3272	EFT	5/9/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	1-11027	CITY WIDE TREE MAINTENANCE - LA FETRA CENTER	$1,551.00
										$1,551.00
3273	EFT	5/9/2025	124	WESTERN WATER WORKS SUPPLY CO.	50170630	53520		1268637-00	Repair Clamps - April 16, 2025	$1,777.54
										$1,777.54
3274	EFT	5/16/2025	6415	88844MOTOR	55470530	59100	250464	13048	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTO	$7,003.42
										$7,003.42

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3275	EFT	5/16/2025	167	AARDVARK	27550310	51200	250465	S02175	CSO & Patrol Vests	$15,712.65
	EFT	5/16/2025	167	AARDVARK	28050300	51511	250465	S02175	CSO & Patrol Vests	$15,712.66
										$31,425.31
3276	EFT	5/16/2025	5620	ALTA PLANNING & DESIGN INC	23060430	59100	250212	304.0002024.131-6	ENGINEERING AND OUTREACH SERVICES	$825.00
										$825.00
3277	EFT	5/16/2025	3448	AM/PM DOOR INC	50170600	59100		64714	Water Yard Back Gate Repair - April 30, 2025	$722.67
										$722.67
3278	EFT	5/16/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		737163	mosquito control legion building	$125.00
										$125.00
3279	EFT	5/16/2025	5433	AVALON COLLISION CENTERS INC	55470530	72350		31484	PAINT NEW POLICE VEHICLE ROOF	$977.98
										$977.98
3280	EFT	5/16/2025	5631	AXON ENTERPRISE INC	55470530	51500		INUS340384	POLICE AXON CAMERA PARTS	$2,100.93
										$2,100.93
3281	EFT	5/16/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039001906	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$59.14
										$59.14
3282	EFT	5/16/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		188628801042125	PD INTERNET	$335.35
										$335.35
3283	EFT	5/16/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56101		629743	PD CLEANING AND TOILETRY SUPPLIES	$88.92
										$88.92
3284	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	72350		23304	NEW PD VEHICLE REPROGRAM TO DARK MODE	$180.00
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	72350		23310	NEW PD VEHICLE REPROGRAM TO DARK MODE	$185.00
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	349809	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$60.78

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3284	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	350633	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$35.42
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	350710	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$66.00
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	351060	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$941.20
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	351062	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$39.97
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	351448	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$1,256.54
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	351631	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$1,252.99
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	351635	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$253.53
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	59100	250017	351636	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$214.99
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	352435	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$67.21
	EFT	5/16/2025	2083	COLLEY AUTO CARS INC	55470530	51500	250017	352538	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$333.71
										$4,887.34
3285	EFT	5/16/2025	5500	CRAFTWATER ENGINEERING INC	25100990	70000	923147	20-086-33	LEGACY- FINKBINER STORMWATER CAPTURE PROJ DESIGN	$8,870.97
										$8,870.97
3286	EFT	5/16/2025	6287	CYNTHIA ESTRADA HAEBE	10150330	59100	250466	25-023	January/February 2025	$4,392.30
										$4,392.30
3287	EFT	5/16/2025	191	DELL MARKETING L.P.	55330150	72030		10808347407	DOCKING STATIONS	$1,173.23
										$1,173.23
3288	EFT	5/16/2025	2209	DOCU-TRUST	10115030	59100		0055665	Storage - Shred Bin	$98.46
										$98.46

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3289	EFT	5/16/2025	3095	EDMARK GRAPHICS INC.	10150300	55320		29297	Sherrill, Martinez, Quinones, Barker Cards	$177.20
										$177.20
3290	EFT	5/16/2025	6923	FIVESTAR RUBBER STAMP ETC., INC	10120100	51780		74649	RETIREMENT TILE ENGRAVING AND MEDAL ENGRAVING	$79.56
										$79.56
3291	EFT	5/16/2025	6093	FLOCK SAFETY	28050380	51200	250467	INV-61483	Glendora PD (Phase 2) LPR	$71,050.00
										$71,050.00
3292	EFT	5/16/2025	125	GENERAL PUMP CO. INC.	50170640	56320	250076	32402	MATERIALS ORDER - APRIL 30, 2025	$7,619.60
										$7,619.60
3293	EFT	5/16/2025	2528	GLENDORA AFTER STROKE CENTER	10190820	59100	250079	2504	LA FETRA - AFTER STROKE APRIL 2025	$833.33
										$833.33
3294	EFT	5/16/2025	11	GLENDORA CHAMBER OF COMMERCE	10160420	59600	250101	21427113	MAY BID Management	$4,166.67
										$4,166.67
3295	EFT	5/16/2025	11	GLENDORA CHAMBER OF COMMERCE	20460460	57220		APRIL 2025	BID FEES FROM 04/01/2025 - 04/30/2025	$4,800.00
										$4,800.00
3296	EFT	5/16/2025	4426	GNA-BROOK FIRE PROTECTION INC.	10170560	59100		10020002	FIRE SPRINKLER SERVICE LIBERTY HOUSE	$791.00
										$791.00
3297	EFT	5/16/2025	902	GRAINGER	55470530	51500		9392949781	PERFORMANCE MANUAL APPLICATOR 50ML	$149.07
	EFT	5/16/2025	902	GRAINGER	55470530	51500		9427465399	SAFETY PINS AND BATTERIES	$143.03
	EFT	5/16/2025	902	GRAINGER	55470530	51200		9441967057	WRENCH/ SOCKET SET	$161.99
	EFT	5/16/2025	902	GRAINGER	55470530	51200		9442245412	TORQUE SOCKET FOR POLICE VEHICLES	$27.04
	EFT	5/16/2025	902	GRAINGER	55470530	51200		944226764	TORQUE SOCKET FOR POLICE VEHICLES	$27.04
	EFT	5/16/2025	902	GRAINGER	55470530	51200		9459151362	55 GAL. BARREL PUMP	$180.31
	EFT	5/16/2025	902	GRAINGER	55470530	51200		9477710349	BATTERIES/ JUMER PACK	$486.87

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3297	EFT	5/16/2025	902	GRAINGER	55470530	51500		9480833566	VELCRO STRIPS	$91.05
										$1,266.40
3298	EFT	5/16/2025	6724	GREEN MEDIA CREATIONS, INC.	50170620	66010	250348	1901	CONSULTING SERVICES	$2,700.00
										$2,700.00
3299	EFT	5/16/2025	509	PUBLIC SAFETY CENTER	10150300	51200		INV660830	Sales Order #SO559639	$1,882.38
										$1,882.38
3300	EFT	5/16/2025	14	H & L CHARTER CO., INC.	23190800	58240	250030	31567	TRANSPORTATION FOR DAY TRIP ON 5/4/25	$1,020.50
										$1,020.50
3301	EFT	5/16/2025	716	HACH COMPANY	50170640	53510		14477449	WATER DIV. SAMPLE VIALS	$1,119.06
										$1,119.06
3302	EFT	5/16/2025	6499	HD SUPPLY, INC.	50170640	53530		INV00682457	Test Strips & Tablets - April 15, 2025	$943.31
										$943.31
3303	EFT	5/16/2025	407	HDL COREN & CONE	10140200	59100		SIN041754	SALES TAX (CONTRACT & AUDIT SVCS)	$2,376.63
	EFT	5/16/2025	407	HDL COREN & CONE	10140200	59100		SIN044452	SALES TAX (CONTRACT & AUDIT SVCS)	$2,374.74
	EFT	5/16/2025	407	HDL COREN & CONE	10340200	59100		SIN046104	CONTRACT SVCS - TRANSACTIONS TAX (OCT-DEC 2024)	$300.00
										$5,051.37
3304	EFT	5/16/2025	4184	JMD	10170550	59100	250179	006 (25-064)	TO# 652414007 - UPDATE CITY STANDARDS PLANS	$402.00
	EFT	5/16/2025	4184	JMD	25070570	59100	250180	016 (25-063)	TO#652414008 - AS NEEDED STORMWATER TECH SUPPORT	$1,905.12
	EFT	5/16/2025	4184	JMD	10160400	45100	250202	020 (25-062)	CONSULTING SERVICES - MARCH	$15,823.08
	EFT	5/16/2025	4184	JMD	22260400	59100	250202	020 (25-062)	CONSULTING SERVICES - MARCH	$3,955.77
										$22,085.97

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3305	EFT	5/16/2025	6566	JPW COMMUNICATIONS, INC	55330150	59100	250453	3613	COMMUNICATIONS AND MEDIA RELATED SERVICES	$13,431.25
										$13,431.25
3306	EFT	5/16/2025	256	LANCE, SOLL & LUNGHARD	10140200	45100	240111	68140	PROFESSIONAL SVCS - TEMP IN LIEU OF	$13,606.25
	EFT	5/16/2025	256	LANCE, SOLL & LUNGHARD	50140200	45100	240111	68140	PROFESSIONAL SVCS - TEMP IN LIEU OF	$13,606.25
										$27,212.50
3307	EFT	5/16/2025	146	LARRY LAVORGNA	55330150	57050		22491	VITALITY VFAX SERVICES	$60.40
										$60.40
3308	EFT	5/16/2025	366	LIGHTNING OIL CO., INC.	10170510	59100	250481	11687	Earth Day Collections 2025 - used oil recycling	$211.56
	EFT	5/16/2025	366	LIGHTNING OIL CO., INC.	27070510	59100	250481	11687	Earth Day Collections 2025 - used oil recycling	$3,173.44
										$3,385.00
3309	EFT	5/16/2025	335	JN COULAS & ASSOCIATES	10110010	51220	250448	2428313	DAVID FREDENDALL TILES	$4,756.71
										$4,756.71
3310	EFT	5/16/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		416134330001	Toner, Paper, Record Books	$631.01
										$631.01
3311	EFT	5/16/2025	1489	OFFICE SOLUTIONS	10115030	51110		I-02309550	Office Supplies	$111.05
	EFT	5/16/2025	1489	OFFICE SOLUTIONS	50115030	51110		I-02309550	Office Supplies	$111.06
										$222.11
3312	EFT	5/16/2025	6320	LEGALSHIELD	92000000	20108		302517.05.2025	Legal Shield May Bill 2025	$714.85
										$714.85
3313	EFT	5/16/2025	3954	THE SAUCE CREATIVE SERVICES	10190810	55320		7577	Culture Fest 4x4 Signs	$1,007.40
										$1,007.40
3314	EFT	5/16/2025	370	R&R CUSTOM SIGNS	10170560	56102		230187	Library sign	$830.63
										$830.63

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3315	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	22160410	59100	250153	025-505329	SUBSCRIPTION - EPL	$26,243.50
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-505859	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$5,587.93
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-505859	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$4,571.94
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-507787	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$2,083.33
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-507787	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$1,704.54
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	025-508438	FINANCE SOFTWARE UPDATE - EPL ONSITE TRNG	$6,927.92
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	025-508438	FINANCE SOFTWARE UPDATE - EPL ONSITE TRNG	$5,668.30
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-514425	FINANCE SOFTWARE UPDATE	$4,840.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-514425	FINANCE SOFTWARE UPDATE	$3,960.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-516012	FINANCE SOFTWARE UPDATE - ERP IMPLEMENTATION	$1,188.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-516012	FINANCE SOFTWARE UPDATE - ERP IMPLEMENTATION	$972.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-516698	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$2,376.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-516698	FINANCE SOFTWARE UPDATE - EPL IMPLEMENTATION	$1,944.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	30100990	70000	250298	045-517418	FINANCE SOFTWARE UPDATE	$2,310.00
	EFT	5/16/2025	3621	TYLER TECHNOLOGIES INC	50200990	70000	250298	045-517418	FINANCE SOFTWARE UPDATE	$1,890.00
										$72,267.46
3316	EFT	5/16/2025	130	UNDERGROUND SERVICE ALERT/SC	50170520	56600		24-253539	WATER DIV. BOARD OPERATIONAL MONTHLY EXPENSE	$127.88
	EFT	5/16/2025	130	UNDERGROUND SERVICE ALERT/SC	50170520	56600		420250308	WATER DIV. MONTHLY MAINTENANCE FEE	$496.55
										$624.43

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3317	EFT	5/16/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127710150.002	PICKED UP IN SAN DIMAS - MTX 14FP424OC 39.2W LT FX	$1,076.66
	EFT	5/16/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127751456.001	PICKED UP IN SAN DIMAS - FANLIGHT LEDS AND FAN LTS	$612.25
	EFT	5/16/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56100		S127765044.001	PICKED UP IN SAN DIMAS - TWSTR WIRE NUTS, SCRWDRVR	$193.20
										$1,882.11
3318	EFT	5/16/2025	2136	HIGGINS CARPET CARE	10150300	59100		2344	PD Admin, Dispatch, DB Cleaning	$1,185.60
										$1,185.60
3319	EFT	5/16/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	227921	CITY WIDE TREE MAINTENANCE - Emergency	$4,226.25
	EFT	5/16/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	227922	CITY WIDE TREE MAINTENANCE	$1,174.60
	EFT	5/16/2025	232	WEST COAST ARBORISTS, INC.	10170580	59150	250143	227923	CITY WIDE TREE MAINTENANCE	$2,485.35
										$7,886.20
3320	EFT	5/16/2025	124	WESTERN WATER WORKS SUPPLY CO.	50170630	53520	250045	1157668-00	Low Pressure Repair Supplies - April 22, 2025	$2,935.76
										$2,935.76
3321	EFT	5/16/2025	1524	XEROX CORPORATION	55330150	51560	250171	40421147	LEASE OF XEROX PRINTERS	$5,098.07
										$5,098.07
3322	EFT	5/16/2025	105	AFSCME DISTRICT COUNCIL 36	92000000	20104		21994	Payroll Run 1 - Warrant 250511 AFSCME DUES	$1,402.50
										$1,402.50
3323	EFT	5/16/2025	6825	DANA SIMPSON	92000000	20105		22004	Payroll Run 1 - Warrant 250511 FTB GARNISHMENT	$100.00
										$100.00
3324	EFT	5/16/2025	104	GLENDORA CITY EMPLOYEE ASSOCIATION	92000000	20104		21993	Payroll Run 1 - Warrant 250511 CITY EMPLOYEE ASSOC	$700.00
										$700.00
3325	EFT	5/16/2025	109	GLENDORA POLICE MANAGEMENT	92000000	20104		21997	Payroll Run 1 - Warrant 250511 PMA DUES	$613.50
										$613.50

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3326	EFT	5/16/2025	1496	LAW ENFORCEMENT MEDICAL	10150330	59100		18487	On Call Blood Draws - 04/23/25	$620.00
										$620.00
3327	EFT	5/16/2025	6962	MICHAEL HENDERSON	10100001	42300		22026	MEDICAL REIMBURSEMENT - HENDERSON Q1 & Q4 FY25	$1,728.00
	EFT	5/16/2025	6962	MICHAEL HENDERSON	50100001	42300		22026	MEDICAL REIMBURSEMENT - HENDERSON Q1 & Q4 FY25	$672.00
										$2,400.00
3328	EFT	5/16/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20103		22002	Payroll Run 1 - Warrant 250511 PTMIDAMERICA RETIRE	$4,875.70
										$4,875.70
3329	EFT	5/16/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20101		22003	Payroll Run 1 - Warrant 250511 MIDAMERICA HRA	$500.00
										$500.00
3330	EFT	5/16/2025	108	POLICE ASSOCIATION	92000000	20104		21996	Payroll Run 1 - Warrant 250511 POA DUES	$3,965.00
										$3,965.00
3331	EFT	5/16/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		21542	Payroll Run 1 - Warrant 250427 Sterling Health HSA	$361.01
	EFT	5/16/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		22005	Payroll Run 1 - Warrant 250511	$361.01
										$722.02
3332	EFT	5/23/2025	287	CWF INC	10170510	51200	250353	76006	AMUSEMENT, DECORATIONS, ENTERTAINMENT, GIFTS, TOYS	$6,348.00
										$6,348.00
3333	EFT	5/23/2025	6091	ADOPT A HWY LITTER REMOVAL SVC, LLC	10120100	59100	250028	297211	MAY SERVICE FEE	$3,303.00
										$3,303.00
3334	EFT	5/23/2025	1339	AFLAC	92000000	20108		INV0000795463	AFLAC Group April Bill 2025	$3,226.29
										$3,226.29

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3335	EFT	5/23/2025	1	AIR-EX AIR CONDITIONING INC.	10170560	59100		SD5401	SERVICE CALL	$655.00
										$655.00
3336	EFT	5/23/2025	2706	ALL CITY MANAGEMENT SERVICES INC	10550340	59100	250168	100778	Crossing Guard Services - 4/13/25 - 4/26/25	$15,583.57
										$15,583.57
3337	EFT	5/23/2025	5620	ALTA PLANNING & DESIGN INC	30100990	70000	250121	304.0002024.158-7	PROFESSIONAL SERVICES THROUGH MARCH 28, 2025	$2,793.75
										$2,793.75
3338	EFT	5/23/2025	7	ALTA-FOODCRAFT INC.	10120100	51750		12520418	COFFEE SUPPLIES	$136.68
	EFT	5/23/2025	7	ALTA-FOODCRAFT INC.	10120100	59100		12521635	COFFEE MACHINE MONTHLY CONTRACT	$35.00
	EFT	5/23/2025	7	ALTA-FOODCRAFT INC.	10120100	51750		12522886	COFFEE SUPPLIES	$213.29
										$384.97
3339	EFT	5/23/2025	318	ANIMAL PEST MANAGEMENT SERVICES	10170560	59100		737952	AFTER HOUR TREATMENT	$475.00
										$475.00
3340	EFT	5/23/2025	5167	AZTECH ELEVATOR COMPANY	10170560	59100		AZ19821	MONTHLY SERVICE	$145.00
	EFT	5/23/2025	5167	AZTECH ELEVATOR COMPANY	10170560	59100		AZ19823	MONTHLY SERVICE	$145.00
										$290.00
3341	EFT	5/23/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039035673	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$38.55
	EFT	5/23/2025	6469	BAKER & TAYLOR, LLC	10180730	51300	250195	2039035674	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$39.25
	EFT	5/23/2025	6469	BAKER & TAYLOR, LLC	10180700	59100	250474	NS24070623	LIBRARY AND SUBSCRIPTION SERVICES (INCLUDES RESEAR	$2,537.92
										$2,615.72

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3342	EFT	5/23/2025	2349	CAL BLEND SOILS INC	10170580	56500		83878	Mulch for Art Cooke Demonstration Garden	$1,727.70
										$1,727.70
3343	EFT	5/23/2025	573	CDW GOVERNMENT, INC.	55330150	72030	250468	AD9A69G	MICROSOFT SURFACE PRO 11	$2,175.31
	EFT	5/23/2025	573	CDW GOVERNMENT, INC.	55330150	59110	250471	AE1II7Y	CISCO DUO ESSENTIALS SUBSCRIPTION	$9,282.00
										$11,457.31
3344	EFT	5/23/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	22315050	57060		188628501050125	Monthly Cable Bill	$173.88
										$173.88
3345	EFT	5/23/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		188628701050125	LIBRARY INTERNET	$1,699.00
	EFT	5/23/2025	5194	CHARTER COMMUNICATIONS HOLDINGS,LLC	55330150	57055		213493001050125	CITYHALL INTERNET	$1,219.99
										$2,918.99
3346	EFT	5/23/2025	3760	CHARTER OAK GYMNASTICS, INC.	10190810	58300		W25-COG.1	Instructor Payment WSP25 - Session 1 & 2	$17,280.00
										$17,280.00
3347	EFT	5/23/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	56102		629185	RESTROOM SUPPLIES	$99.89
	EFT	5/23/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10190830	56100		629203	Building Supplies	$338.62
	EFT	5/23/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10170560	59100		629748	supply credit	($175.90)
	EFT	5/23/2025	6831	CLEAN SWEEP SUPPLY CO., INC	10190830	56100		630003	Building Supplies	$325.75
										$588.36
3348	EFT	5/23/2025	594	CLINICAL LAB OF SAN BERNARDINO	50170640	59100	250043	2500715-GLE01	STATE MANDATED WATER TESTING SERVICES	$1,473.50
										$1,473.50
3349	EFT	5/23/2025	2083	COLLEY AUTO CARS INC	55470530	72390	250477	250237	2025 FORD MAVERICK- 24/25 FY MIDYEAR ALLOCATION	$30,394.66
										$30,394.66

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3350	EFT	5/23/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00323028	CITYWIDE SECURITY ASSESSMNT & INSTAL PROJ - POMPEI	$438.24
	EFT	5/23/2025	6715	CONVERGINT TECHNOLOGIES LLC	30100990	70000	250157	IN00335951	CITYWIDE SECURITY ASSESSMENT & INSTAL PROJ - WY	$48,728.09
										$49,166.33
3351	EFT	5/23/2025	596	CPS HR CONSULTING	10140250	55316		BSCC-INV14509	Jailer Recruitment Testing	$1,325.00
										$1,325.00
3352	EFT	5/23/2025	6565	CORE ENVIRONMENTAL SOLUTIONS	10170560	59100		3953	ASBESTOS REMOVAL LIBRARY	$1,800.00
										$1,800.00
3353	EFT	5/23/2025	843	NANCY K. BOHL INC	10150300	59100		INV104303	Crisis Intervention	$1,000.00
	EFT	5/23/2025	843	NANCY K. BOHL INC	10140250	55316		INV104352	Molina, Herrera, Valdivia Psych Assessment	$1,200.00
										$2,200.00
3354	EFT	5/23/2025	3762	DONNA COUPLAND	10190810	58300		W25-DC.3	Instructor Payment WSP25 Session 3	$966.00
										$966.00
3355	EFT	5/23/2025	297	COVINA VALLEY WATER COMPANY	50170640	53100		APRIL-25	WATER DIV. IMPROVEMENT CHARGE	$10,658.03
										$10,658.03
3356	EFT	5/23/2025	4208	CUSTOM EARTH PROMOS LLC	10170510	51200	250371	62061	EARTH DAY 2025 BAGS	$2,442.59
										$2,442.59
3357	EFT	5/23/2025	2517	CWE	25070570	59100	250013	F25202	TO#652406003- AS-NEEDED NPDES PROGRAM	$5,448.65
	EFT	5/23/2025	2517	CWE	25070570	59100	250300	F25203	SAFE CLEAN WATER PROGRAM	$1,470.00
										$6,918.65
3358	EFT	5/23/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	30100990	70000	250475	25-088	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$13,373.83
	EFT	5/23/2025	6972	DISABILITY ACCESS CONSULTANTS, LLC	50200990	70000	250475	25-088	DAC-ADA SELF-EVALUATION AND TRANSITION PLAN	$2,666.17
										$16,040.00

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3359	EFT	5/23/2025	2209	DOCU-TRUST	10140200	59100	250114	0055663	OFFSITE RECORD RETENTION	$21.71
	EFT	5/23/2025	2209	DOCU-TRUST	50140200	59100	250114	0055663	OFFSITE RECORD RETENTION	$9.31
										$31.02
3360	EFT	5/23/2025	6547	DRAW TAP GIS, LLC	55300990	70000	250200	2025GDR-0013	GIS Professional Services FY25	$975.00
										$975.00
3361	EFT	5/23/2025	3184	DUNN-EDWARDS CORPORATION	10170560	51500		2160A27218	PAINT SUPPLIES	$381.79
										$381.79
3362	EFT	5/23/2025	730	ENTENMANN-ROVIN CO.	10140250	55316	250451	0185468-IN	EE YEARS OF SVC PINS	$3,830.27
										$3,830.27
3363	EFT	5/23/2025	6960	EXP U.S. SERVICES INC.	23400990	70000	250410	152096	CONSULTING SVCS GLENDORA AVE WATER & STREET PROJ	$1,062.80
	EFT	5/23/2025	6960	EXP U.S. SERVICES INC.	50200990	70000	250410	152096	CONSULTING SVCS GLENDORA AVE WATER & STREET PROJ	$60,000.00
										$61,062.80
3364	EFT	5/23/2025	65	GALE/CENGAGE LEARNING	10180730	51300		999100375105	CONTENT FOR THE PUBLIC	$31.55
	EFT	5/23/2025	65	GALE/CENGAGE LEARNING	10180730	51300		999100381455	CONTENT FOR THE PUBLIC	$30.72
	EFT	5/23/2025	65	GALE/CENGAGE LEARNING	10180730	51300		999100423274	CONTENT FOR THE PUBLIC	$62.27
										$124.54
3365	EFT	5/23/2025	3468	SHEILA JENNINGS GANINO	10190810	58300		W25-SG.5	Instructor Payment Session 5	$4,168.13
										$4,168.13
3366	EFT	5/23/2025	11	GLENDORA CHAMBER OF COMMERCE	10160420	59600	250040	21427112	City Contract	$2,083.33
										$2,083.33
3367	EFT	5/23/2025	3381	GLENDORA GARDENS NURSERY	10170580	51270		1218	Plants for City Hall and the Library	$378.55
										$378.55
3368	EFT	5/23/2025	4426	GNA-BROOK FIRE PROTECTION INC.	10170560	59100		39808624	ANSUL KITCHEN HOOD	$156.56

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3368	EFT	5/23/2025	4426	GNA-BROOK FIRE PROTECTION INC.	10170560	59100		39808702	ANSUL KITCHEN HOOD CERTIFICATION	$215.83
										$372.39
3369	EFT	5/23/2025	902	GRAINGER	25570520	51200		9397089583	Paint strainers	$29.49
	EFT	5/23/2025	902	GRAINGER	10170560	56100		9486977060	CHANGING STATIONS	$498.24
	EFT	5/23/2025	902	GRAINGER	55470530	51500		9490424661	RIVETS AND INSTALLER	$283.94
	EFT	5/23/2025	902	GRAINGER	10170560	56100		9491930500	HID BALLAST KIT, PULSE START	$253.40
	EFT	5/23/2025	902	GRAINGER	50170640	59100		9492598553	WATER SUPPLIES ORDER - MAY 1, 2025	$217.45
	EFT	5/23/2025	902	GRAINGER	50170640	59100		9492643482	WATER SUPPLIES ORDER - MAY 1, 2025	$609.31
	EFT	5/23/2025	902	GRAINGER	10170560	56102		949331434	ELETRICAL SUPPLIES	$283.81
	EFT	5/23/2025	902	GRAINGER	10170560	51500		9507050319	ALLEN BOLT SUPPLIES	$13.76
	EFT	5/23/2025	902	GRAINGER	50170640	59100		9508005544	EARMUFFS OVER HEAD ORDER	$152.44
	EFT	5/23/2025	902	GRAINGER	50170640	59100		9508005551	DIAMON SAW BLADE ORDER	$670.57
										$3,012.41
3370	EFT	5/23/2025	2387	HOUSING RIGHTS CENTER	28560440	59140	250146	2024-07	FAIR HOUSING SERVICES FOR FY25	$2,174.85
	EFT	5/23/2025	2387	HOUSING RIGHTS CENTER	28560440	59140	250146	2024-08	FAIR HOUSING SERVICES FOR FY25	$1,948.68
	EFT	5/23/2025	2387	HOUSING RIGHTS CENTER	28560440	59140	250146	2024-09	FAIR HOUSING SERVICES FOR FY25	$2,156.20
	EFT	5/23/2025	2387	HOUSING RIGHTS CENTER	28560440	59140	250146	2024-10	FAIR HOUSING SERVICES FOR FY25	$825.03
										$7,104.76
3371	EFT	5/23/2025	3697	IDS GROUP INC.	30100990	70000	250294	22X021.02-6	GLENDORA CORP YARD IMPROVEMENTS	$137,002.30
										$137,002.30
3372	EFT	5/23/2025	1446	IMS REFRIGERATION INC.	10170560	59100		56893	LA FETRA SERVICE CALL	$345.00
	EFT	5/23/2025	1446	IMS REFRIGERATION INC.	10170560	59100		56959	SERVICE CALL	$316.56
	EFT	5/23/2025	1446	IMS REFRIGERATION INC.	10170560	56102		629687	RESTROOM SUPPLIES	$102.89
										$764.45

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3373	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55320	250156	286675	UTILITY BILLING - EBPP	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55340	250156	286675	UTILITY BILLING - EBPP	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	59100	250156	286675	UTILITY BILLING - EBPP	$2,513.96
										$2,513.96
3374	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55320	250156	284859	UTILITY BILLING	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55340	250156	284859	UTILITY BILLING	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	59100	250156	284859	UTILITY BILLING	$2,540.86
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55320	250156	285806	UTILITY BILLING - PRINTING	$1,038.74
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55340	250156	285806	UTILITY BILLING - PRINTING	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	59100	250156	285806	UTILITY BILLING - PRINTING	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55320	250156	285807	UTILITY BILLING - POSTAGE	$0.00
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	55340	250156	285807	UTILITY BILLING - POSTAGE	$3,292.64
	EFT	5/23/2025	5947	INFOSEND, INC.	50140200	59100	250156	285807	UTILITY BILLING - POSTAGE	$0.00
										$6,872.24
3375	EFT	5/23/2025	163	INLAND VALLEY HUMANE SOCIETY &	10150380	32507	250174	APRIL 2025	ANIMAL CARE CONTROL - APRIL 2025	($9,960.00)
	EFT	5/23/2025	163	INLAND VALLEY HUMANE SOCIETY &	10150380	59135	250174	APRIL 2025	ANIMAL CARE CONTROL - APRIL 2025	$37,553.67
										$27,593.67
3376	EFT	5/23/2025	1888	INTER-CON SECURITY SYSTEMS INC.	10150310	59100	250167	BD0483998	April 2025 Parking Enforcement Services	$23,477.28
										$23,477.28
3377	EFT	5/23/2025	5730	JAVIER DJEU TENNIS	10190810	58300		W25-JD.4	Instructor Payment WSP25 - Session 2	$1,575.00
										$1,575.00
3378	EFT	5/23/2025	4184	JMD	10170550	59100	250129	033(25-088)	ENGINEERING SERVICES, PROFESSIONAL	$4,352.67
	EFT	5/23/2025	4184	JMD	30170550	59100	250138	097 (25-097)	AS NEEDED CIVIL ENG FOR GOLD LINE - APRIL 2025	$28,474.31
										$32,826.98

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3379	EFT	5/23/2025	1882	JOE A. GONSALVES & SON	10120100	59100	250070	162427	MAY SERVICES FEE	$3,500.00
										$3,500.00
3380	EFT	5/23/2025	6409	KANOPY	21680730	51300	250116	451475 - PPU	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$424.00
										$424.00
3381	EFT	5/23/2025	5691	KEENAN & ASSOCIATES	55330150	59110	250098	319461	BENEFIT BRIDGE FEE INSTALLMENT 11 OF 12	$1,250.00
	EFT	5/23/2025	5691	KEENAN & ASSOCIATES	55330150	59110	250098	320699	BENEFIT BRIDGE	$1,250.00
										$2,500.00
3382	EFT	5/23/2025	2186	REGIONAL TAP SERVICE CENTER	23160430	58250	250154	GLENDORA 05152025	TAP SALES REIMBURSEMENTS	$1,083.75
										$1,083.75
3383	EFT	5/23/2025	2548	LA VERNE POWER EQUIPMENT INC	25570520	51200		473105	TRASH BINS	$106.30
										$106.30
3384	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	10170580	59100	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$59,885.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54001	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$208.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54002	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$375.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54003	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$167.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54004	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$283.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54006	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$50.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20370580	54007	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$242.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	20460460	56500	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$426.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3384	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	23470580	56500	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$567.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	25570580	59100	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$9,571.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	50170580	59100	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$1,528.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	50170640	59100	250145	113470	CITYWIDE LANDSCAPE MAINTENANCE APRIL 2025	$4,521.00
	EFT	5/23/2025	1286	MARIPOSA LANDSCAPES, INC.	10570580	59100	250145	113471	CITYWIDE SCHOOLS LANDSCAPE MAINTENANCE APRIL 2025	$31,883.75
										$109,706.75
3385	EFT	5/23/2025	4473	MC DONALD ELECTRIC INC	50170640	59100		18311	WATER DIV. BOOSTER 60 SHUTDOWN 2/25/25	$621.57
	EFT	5/23/2025	4473	MC DONALD ELECTRIC INC	50170640	59100		18325	WATER DIV/ SIERRA MADRE BOOSTER 3/6/25	$689.46
	EFT	5/23/2025	4473	MC DONALD ELECTRIC INC	50170640	59100		18493	WATER DIV. SERVICE CALL WELL 5 - APRIL 30, 2025	$538.59
	EFT	5/23/2025	4473	MC DONALD ELECTRIC INC	50170640	59100		18494	WATER DIV. SERVICE CALL ON BOOSTER 60 - 4/30/25	$391.67
										$2,241.29
3386	EFT	5/23/2025	5712	MIDWEST TAPE LLC	21680730	51300	250151	507110953	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$2,167.18
	EFT	5/23/2025	5712	MIDWEST TAPE LLC	10180730	51300		507113759	CONTENT FOR THE PUBLIC	$135.09
	EFT	5/23/2025	5712	MIDWEST TAPE LLC	10180730	51300		507113831	CONTENT FOR THE PUBLIC	$132.68
	EFT	5/23/2025	5712	MIDWEST TAPE LLC	10180730	51300		507113832	CONTENT FOR THE PUBLIC	$28.23
										$2,463.18
3387	EFT	5/23/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10150300	51219		T2025-204	Jail Cell & Vehicle - Lice 04/23/25	$1,100.00
	EFT	5/23/2025	2989	EMERGENCY RESPONSE CRIME SCENE CLEANING	10150300	59100		T2025-215	4/28/2025 - Jail Cell #2, Unit#1 Lice	$1,100.00
										$2,200.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3388	EFT	5/23/2025	2763	MOBILE SCREENING SOLUTIONS INC	10140250	55130		78692	DOT Drug Screen Onsite Testing	$1,260.00
										$1,260.00
3389	EFT	5/23/2025	6728	NOBEL SYSTEMS, INC.	50170600	59100		16138	WATER DIV - BLUETOOTH COMMUNICATION	$1,500.00
										$1,500.00
3390	EFT	5/23/2025	2681	OCCU-MED, LTD	10140250	55130	240267	0425506	Medical Services Expenses	$5,269.55
	EFT	5/23/2025	2681	OCCU-MED, LTD	10140250	59100	240267	0425506	Medical Services Expenses	$972.95
										$6,242.50
3391	EFT	5/23/2025	5451	OCEAN BLUE ENVIRONMENTAL SVCS INC	10170570	59100	250165	41319	Homeless Encampments - 4/1/25 and 4/3/25	$10,000.00
										$10,000.00
3392	EFT	5/23/2025	513	OCLC INC.	21680730	51300	250113	1000431131	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$242.95
	EFT	5/23/2025	513	OCLC INC.	21680730	51300	250113	1000431247	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$333.49
	EFT	5/23/2025	513	OCLC INC.	21680730	51300	250490	1000431571	LIBRARY AND SUBSCRIPTION SERVICES (INCLUDES RESEAR	$4,693.17
										$5,269.61
3393	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50170600	51110		418855567001	PW WATER - APRIL 7, 2025	$442.36
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10160400	51110		41939105001	LABELS - OFFICE SUPPLY	$76.95
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140200	51110		420560995001	OFFICE SUPPLIES / PAPER AND FOLDERS	$63.78
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50140200	51110		420560995001	OFFICE SUPPLIES / PAPER AND FOLDERS	$63.78
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10160400	51110		420686615001	LABELS - OFFICE SUPPLY	$72.22
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10115030	51110		421347785001	Office Supplies	$30.41
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50115030	51110		421347785001	Office Supplies	$30.41
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10115030	51110		421351588001	Office Supplies	$11.02

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3393	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50115030	51110		421351588001	Office Supplies	$11.01
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50170600	51110		42200691001	WATER DIV. -APRIL 25, 2025	$164.20
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	50170600	51110		422366949001	BACK CUSHION	$34.23
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140250	51110		422430954001	Office Supplies	$120.21
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10140250	51110		422432061001	Office Supplies	$75.30
	EFT	5/23/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10190800	51110	250037	422569105001	OFFICE SUPPLIES, GENERAL	$88.79
										$1,284.67
3394	EFT	5/23/2025	1489	OFFICE SOLUTIONS	10160410	51110		I-02301056	GLUE AND FOLDERS - OFFICE SUPPLY	$89.08
										$89.08
3395	EFT	5/23/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148CO25129325	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$908.36
	EFT	5/23/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148DA25154329	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$89.99
	EFT	5/23/2025	1810	OVERDRIVE, INC.	21680730	51300	250175	01148SV25140756	PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBO	$8.97
										$1,007.32
3396	EFT	5/23/2025	938	PASCO DOORS	10170560	56102		102404	LIBRARY DOOR TRACK INSTALL AND DECALS	$2,378.46
										$2,378.46
3397	EFT	5/23/2025	21	PITNEY BOWES POSTAGE BY PHONE	10115030	55340		04-2025	April Citywide Postage Report	$2,212.28
	EFT	5/23/2025	21	PITNEY BOWES POSTAGE BY PHONE	50170620	55340		04-2025	April Citywide Postage Report	$10.98
										$2,223.26
3398	EFT	5/23/2025	2114	PLACEWORKS	30100990	70000	250256	COG-12.0-7	CONSULTING SERVICES - PLACEWORKS SOUTH HILLS	$15,909.38
										$15,909.38
3399	EFT	5/23/2025	4515	ANTON PLASIL	10190810	58300		W25-AP.2	Instructor Payment WSP25 - Session 1 & 2	$367.50
										$367.50

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3400	EFT	5/23/2025	6935	PROACTIVE WORK HEALTH MEDICAL CENTER72	10140250	55316		024600	Pre-employment Medical Exams	$1,320.00
										$1,320.00
3401	EFT	5/23/2025	3545	SAMPA BRAZILIAN JIU JITSU INC	10190810	58300		W25-SBJJ.2	Instructor Payment WSP-25	$652.50
										$652.50
3402	EFT	5/23/2025	2560	RIGHT OF WAY, INC.	25570520	56600		73671	TEMPORARY NO PARKING SIGNS	$548.75
	EFT	5/23/2025	2560	RIGHT OF WAY, INC.	25570520	56600		73672	TELESPAR POST FOR SIGNS	$614.25
	EFT	5/23/2025	2560	RIGHT OF WAY, INC.	25570520	56600		73750	STREET NAME BLADES FOR JAUNITA AND RIMHURST	$235.41
										$1,398.41
3403	EFT	5/23/2025	5189	ELSER PLUMBING	10170560	59100		19267	SERVICE CALL/ REPAIR	$577.50
	EFT	5/23/2025	5189	ELSER PLUMBING	10170560	59100		19302	SERVICE CALL	$165.00
	EFT	5/23/2025	5189	ELSER PLUMBING	10170560	59100		19304	BACKFLOW INSTALL	$948.00
										$1,690.50
3404	EFT	5/23/2025	1073	SAFEGUARD ENVIROGROUP, INC.	10170560	59100		44-60-767ASLD	ASBESTOS TESTING	$1,155.00
										$1,155.00
3405	EFT	5/23/2025	6425	SAMANTHA J. GARCIA, LLC	10190810	58300		W25-SAMG.5	Instructor Payment WSP Session 5	$4,168.12
										$4,168.12
3406	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10115030	55310		GD042025	April Citywide Advertisements	$63.25
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10115030	55310		GD042025	April Citywide Advertisements	$214.50
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10160400	55310		GD042025	April Citywide Advertisements	$236.50
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10160400	55310		GD042025	April Citywide Advertisements	$253.00
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10160400	55310		GD042025	April Citywide Advertisements	$330.00
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	10160420	55320		GD042025	April Citywide Advertisements	$759.00
	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	50115030	55310		GD042025	April Citywide Advertisements	$63.25

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3406	EFT	5/23/2025	23	SAN GABRIEL VALLEY EXAMINER	50115030	55310		GD042025	April Citywide Advertisements	$214.50
										$2,134.00
3407	EFT	5/23/2025	985	SAN GABRIEL VALLEY PROTECTIVE ASSOCIATION	50170640	53110		WATER DIV. FY 25-26	Water Rights Assessment	$3,851.05
										$3,851.05
3408	EFT	5/23/2025	1702	SANDERS LOCK & KEY, INC.	10170560	59100		0000063499	TRANSPORTATION CENTER DOOR LOCK REPAIR	$2,427.87
	EFT	5/23/2025	1702	SANDERS LOCK & KEY, INC.	10170560	51200		SC00870584	KEY (2)- PREMIUM/UTILITY AND BULK 50CT TAG W/RINGS	$14.23
	EFT	5/23/2025	1702	SANDERS LOCK & KEY, INC.	25570520	51200		SC00870811	New lock for tool cage	$106.32
	EFT	5/23/2025	1702	SANDERS LOCK & KEY, INC.	25570520	51200		SC00870864	Key copies for tool cage	$13.12
										$2,561.54
3409	EFT	5/23/2025	986	SECTRAN SECURITY, INC.	10140200	59100	250155	25040604	ARMORED CAR SERVICES - APRIL	$91.93
	EFT	5/23/2025	986	SECTRAN SECURITY, INC.	50140200	59100	250155	25040604	ARMORED CAR SERVICES - APRIL	$214.51
										$306.44
3410	EFT	5/23/2025	5671	SPECIAL T WATER SYSTEMS INC	50170640	53510		246008	WATER SOFTENER RENTAL - MAY 2025	$125.00
										$125.00
3411	EFT	5/23/2025	1723	SPRAGUES READY MIX	25570520	56600		273926	CONCRETE REPAIR 840 LOPE LN	$2,062.44
	EFT	5/23/2025	1723	SPRAGUES READY MIX	25570520	56600		274197	Concrete 645 Foxbrook Dr	$1,270.86
										$3,333.30
3412	EFT	5/23/2025	6875	SPRINGSTEAD & ASSOCIATES	10160420	59100	250208	MAY 2025	CONSULTING SERVICES	$4,150.00
										$4,150.00
3413	EFT	5/23/2025	6919	SSW CONSULTING	10110010	55600	250358	1813	CITY COUNCIL CONSULTING	$860.00
										$860.00
3414	EFT	5/23/2025	3498	STERICYCLE, INC.	10150300	59100		8010510470	May 2025 Steri-Safe Subscription	$109.74

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3414	EFT	5/23/2025	3498	STERICYCLE, INC.	10170500	59100		8010742201	Regular shredding service City Hall PW	$102.93
										$212.67
3415	EFT	5/23/2025	6929	STERLING HEALTH SERVICES, INC	92000000	20101		859216	Sterling April Admin Fees	$101.50
										$101.50
3416	EFT	5/23/2025	1651	UNITED MAINTENANCE SYSTEMS	10170560	59100	250069	15996	CITYWIDE JANITORIAL MAINTENANCE - APR 2025	$11,100.00
	EFT	5/23/2025	1651	UNITED MAINTENANCE SYSTEMS	10170580	59100	250069	15996	CITYWIDE JANITORIAL MAINTENANCE - APR 2025	$19,631.00
	EFT	5/23/2025	1651	UNITED MAINTENANCE SYSTEMS	10190810	59100	250069	15996	CITYWIDE JANITORIAL MAINTENANCE - APR 2025	$2,600.00
	EFT	5/23/2025	1651	UNITED MAINTENANCE SYSTEMS	10190820	56100	250069	15996	CITYWIDE JANITORIAL MAINTENANCE - APR 2025	$1,550.00
	EFT	5/23/2025	1651	UNITED MAINTENANCE SYSTEMS	50170600	59100	250069	15996	CITYWIDE JANITORIAL MAINTENANCE - APR 2025	$550.00
										$35,431.00
3417	EFT	5/23/2025	751	UNITED RENTALS (NORTH AMERICA)	10190830	56100		247858274-001	Lifts for Teen Center Sound Panels	$1,377.46
										$1,377.46
3418	EFT	5/23/2025	3642	NADENE VALDEZ	10190810	58300		W25-NV.2	Instructor Payment WSP25-Session 2	$694.40
										$694.40
3419	EFT	5/23/2025	543	TAS	10150300	59200		26660	e18333	$19.85
	EFT	5/23/2025	543	TAS	10150300	59200		26735	e18399	$110.25
	EFT	5/23/2025	543	TAS	10150300	59200		26818	e18513	$58.43
	EFT	5/23/2025	543	TAS	10160420	55320		27320	POSTER FOR OPEN REWARDS PROGRAM	$343.32
										$531.85
3420	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51500		S127743609.003	ELECTRICAL SUPPLIES	$522.55
	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51500		S127780732.001	ELECTRICAL SUPPLIES	$143.49

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3420	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51500		S127804841.001	ELECTRICAL PARTS	$100.14
	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51400		S127804969.001	ELECTRICAL SUPPLIES	$101.85
	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51500		S127825034.001	ELECTRICAL SUPPLIES	$60.03
	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	51500		S127875489.001	LED LIGHTS	$1,975.50
	EFT	5/23/2025	2324	WALTERS WHOLESALE ELECTRIC CO	10170560	56101		S127899313.001	ELECTRICAL PARTS	$701.16
										$3,604.72
3421	EFT	5/23/2025	124	WESTERN WATER WORKS SUPPLY CO.	50170610	53540	250493	1263834-00	CUSTOMER SERIVCE - LEAD FREE BRASS VALVES	$9,629.93
										$9,629.93
3422	EFT	5/30/2025	1	AIR-EX AIR CONDITIONING INC.	10170560	56102	250489	SD5387	EMERGENCY REPAIR OF LIBRARY HVAC	$3,826.04
										$3,826.04
3423	EFT	5/30/2025	1166	AGI ACADEMY	10190810	58300		W25-AGI.3	Instructor Payment WSP25 - Session 3	$281.40
										$281.40
3424	EFT	5/30/2025	2409	TRIFYTT SPORTS LLC	10190810	58300		W25-TFS.2	Instructor Payment WSP25 Session 2&3	$9,462.28
										$9,462.28
3425	EFT	5/30/2025	117	ATHENS SERVICES	50170630	57170	250077	19311461	FY 24-25 REMOVAL OF MIXED WASTE	$18,030.13
										$18,030.13
3426	EFT	5/30/2025	50	CID CYLDE T BERMEO	10190810	58300		W25-CB.3	Instructor Payment WSP25 - Session 3	$718.20
										$718.20
3427	EFT	5/30/2025	2980	COCO'S CREW INC	10190810	58300		W25-CC.2	Instructor Payment WSP25 Session 2	$4,984.00
										$4,984.00
3428	EFT	5/30/2025	2340	CONSOLIDATED ELECTRICAL DIST INC.	10170560	51500	250386	5850-1014539	LED LIGHTS - 2X4 FLAT PANEL	$14,994.00
										$14,994.00
3429	EFT	5/30/2025	5118	EDWARD ANTHONY GIRON, JR	10190810	58300		W25-AG.1	Instructor Payment WSP25 - Session 2	$999.60
										$999.60

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3430	EFT	5/30/2025	4262	FOOTHILL COMMUNICATIONS, INC.	10150300	56200		INV7374	Tech Service APX7500 - 4/9/25	$285.00
										$285.00
3431	EFT	5/30/2025	902	GRAINGER	55470530	51500		9490709681	rivet nuts	$26.11
	EFT	5/30/2025	902	GRAINGER	55470530	51500		9492230454	blind riviets	$10.88
										$36.99
3432	EFT	5/30/2025	5730	JAVIER DJEU TENNIS	10190810	58300		W25-JD.5	Instructor Payment WSP25 Session 2	$693.00
										$693.00
3433	EFT	5/30/2025	1198	JOHNNY ALLEN TENNIS ACADEMY	10190810	58300		W25-JAT.5	Instructor Payment WSP25 Session 6	$510.30
										$510.30
3434	EFT	5/30/2025	6566	JPW COMMUNICATIONS, INC	10180700	59100	250459	3614	COMMUNICATIONS AND MEDIA RELATED SERVICES	$5,327.50
										$5,327.50
3435	EFT	5/30/2025	37	LIEBERT CASSIDY WHITMORE	10150360	59100		294825	Professional Services - #GL050-00062	$720.00
	EFT	5/30/2025	37	LIEBERT CASSIDY WHITMORE	10150360	59100		294826	professional services - #GL050-00001	$607.50
										$1,327.50
3436	EFT	5/30/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		417305934001	binders, laminating pouches	$128.18
	EFT	5/30/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		417324557001	Folding Stool	$112.13
	EFT	5/30/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		422207203001	paper, expand folders, first aid supplies	$383.39
	EFT	5/30/2025	6892	ODP BUSINESS SOLUTIONS, LLC	10150360	51110		422211056001	first aid supplies	$21.26
										$644.96
3437	EFT	5/30/2025	1138	PINPOINT INDUSTRIES, INC.	50140200	51110		11230	ORANGE AND BLUE UB DOOR HANGERS	$873.16
	EFT	5/30/2025	1138	PINPOINT INDUSTRIES, INC.	10190810	55320	250499	11292	Dirt Camp Shirts & Uniforms	$1,877.07
	EFT	5/30/2025	1138	PINPOINT INDUSTRIES, INC.	10190810	59200	250499	11292	Dirt Camp Shirts & Uniforms	$5,150.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
3437	EFT	5/30/2025	1138	PINPOINT INDUSTRIES, INC.	10170500	51110		11303	HOODED SWEATSHIRT - CAROLINA BLUE	$31.97
										$7,932.20
3438	EFT	5/30/2025	5024	PR DIAMOND PRODUCTS INC	50170630	53520		0067587-IN	CUTTING EQUIPMENT - MAY 16, 2025	$2,031.16
										$2,031.16
3439	EFT	5/30/2025	930	RYDIN DECAL	10150360	55320	250485	PS-INV128375	Residential Parking Permits	$4,212.97
										$4,212.97
3440	EFT	5/30/2025	1702	SANDERS LOCK & KEY, INC.	55470530	59100		SC00870152	GMC HIGH SECURITY TRANSPONDER BLANK 2 TRACK	$104.04
										$104.04
3441	EFT	5/30/2025	6875	SPRINGSTEAD & ASSOCIATES	10160420	59100	250208	MAR 2025	CONSULTING SERVICES	$4,150.00
										$4,150.00
3442	EFT	5/30/2025	3498	STERICYCLE, INC.	10150360	59100		8010759979	April 2025 Shredding Services	$512.24
										$512.24
3443	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	50270550	59100	240230	20252036	240396 NORTH GLENDORA RESERVOIR WATER CIP	$220.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	50270550	59100	240230	20252037R	FINKBINER PARK STORMWATER CAPTURE PROJECT	$880.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252039R2	LONE HILL AT SAN DIMAS WASH	$1,320.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252040R	1318 PED CROSSING HSIP CYCLE 9 HSIPL-5204 (023)	$1,980.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252041R	FY 24-25 SLURRY PROGRAM	$530.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252043	1201-1205 ARROW HWY TM 83901 PC	$390.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252044	400 & 420 N GLENDORA-FM-74655 PC	$3,250.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	28500990	70000	250378	20252045	CDBG GRIND AND OVERLAY FY 24-25 CMCI	$310.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252047R	CIVIC CENTER ROOFS	$660.00

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3443	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252048	LA FETRA STAIR REPLACEMENT	$1,100.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252049	POLICE DEPARTMENT INTERIOR IMPROVEMENTS	$220.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252050	ADA TRANSITION PLAN	$440.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252051R	LONE HILL STREET REHAB CMCI	$4,960.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252731	MUNICIPAL ENGINEERING SERVICES MASTER JN	$220.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	50270550	59100	240230	20252732	NORTH GLENDORA RESERVOIR WATER CIP	$2,420.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252735	LONE HILL AT SAN DIMAS WASH	$2,860.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252736	PED CROSSING HSIP CYCLE 9 HSIPL-5204(023)	$1,150.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252737	FY 24-25 SLURRY PROGRAM	$1,500.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252738	1201-1205 ARROW HWY TM 83901 PC	$1,135.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252739	400 & 420 N GLENDORA-FM-74655 PC	$1,760.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252740	771 N GLENDORA AVE - PLN24-0022 PC	$340.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	28500990	70000	250378	20252741	CDBG GRIND AND OVERLAY FY 24-25 CMCI	$3,155.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252742	CIVIC CENTER ROOFS	$440.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252743	LA FETRA STAIR REPLACEMENT	$1,100.00
	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	250387	20252744	POLICE DEPARTMENT INTERIOR IMPROVEMENTS	$220.00
										$32,560.00
3444	EFT	5/30/2025	6780	TRANSTECH ENGINEERS, INC	30170550	59100	240230	20245938	771 N GLENDORA AVE - PLN24-0022 PC	$155.00
										$155.00
3445	EFT	5/30/2025	543	TAS	21680720	59200		27382	Summer Discovery Challenge; volunteer t-shirts	$1,107.50
	EFT	5/30/2025	543	TAS	21680720	51200		27383	Summer Discovery Challenge; prize, yard signs	$2,408.81
	EFT	5/30/2025	543	TAS	21680720	59200		27403	Summer Discovery Challenge; Staff Shirts	$1,510.64
										$5,026.95
3446	EFT	5/30/2025	2474	WATERWISE CONSULTING INC.	50170620	66010	250349	8589	CONSULTING SERVICES	$9,128.50
										$9,128.50

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3447	EFT	5/30/2025	107	GLENDORA MANAGEMENT ASSOCIATION	92000000	20104		21995	Payroll Run 1 - Warrant 250511 GMA DUES	$500.00
										$500.00
3448	EFT	5/30/2025	6115	MIDAMERICA ADMIN&RETIRE SOLUTIONS	92000000	20103		22733	Payroll Run 1 - Warrant 250525 PT MIDAMERICA RETIR	$5,132.36
										$5,132.36
118837	Printed	5/2/2025	183	AT&T	55330150	57050		3312545632 APR 25	PD PHONES	$67.81
	Printed	5/2/2025	183	AT&T	55330150	57050		3393448383 APR 25	PD PHONES	$581.10
										$648.91
118838	Printed	5/2/2025	183	AT&T	10150300	51219		287309283967x4182025	First Net - April 2025	$48.23
										$48.23
118839	Printed	5/2/2025	5659	BIG SKY ELECTRIC INC	50170640	59100	250053	25-005-01	ELECTRICAL SERVICES - JANUARY 13, 2025	$1,679.05
										$1,679.05
118840	Printed	5/2/2025	3040	CALIFORNIA ASSOCIATION FOR	10160420	55400		300006017	CALED MEMBERSHIP	$120.00
										$120.00
118841	Printed	5/2/2025	127	CINTAS CORPORATION	25570520	59200	250416	4216602706	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/2/2025	127	CINTAS CORPORATION	25570520	59200	250416	4217407459	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/2/2025	127	CINTAS CORPORATION	25570520	59200	250416	4218135565	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/2/2025	127	CINTAS CORPORATION	25570520	59200	250416	4218867078	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/2/2025	127	CINTAS CORPORATION	55470530	59200	250416	4225446407	RENTAL OR LEASE SERVICES OF CLOTHING	$126.90
										$762.50
118842	Printed	5/2/2025	2826	REGENTS OF THE UNIVERSITY OF CALIFORNIA	92200000	10001		IN00288685	CEQA UPDATED KIT	$539.95
										$539.95

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118843	Printed	5/2/2025	1279	EWING IRRIGATION PRODUCTS, INC.	25570520	51200		25476777	SPRINKLER PARTS	$196.46
										$196.46
118844	Printed	5/2/2025	6757	HELM AND SONS AMUSEMENTS, INC	10190810	58100	250442	25-3-29	FERRIS WHEEL FOR CULTURE FEST 2025	$20,000.00
										$20,000.00
118845	Printed	5/2/2025	170	INNOVATIVE PRINTING CONCEPTS INC.	10150360	55320		23147	Traffic Collision Reports	$1,069.24
										$1,069.24
118846	Printed	5/2/2025	948	L.C. ACTION POLICE SUPPLY, LTD.	27550300	51200	250376	475184	Order Number 50088/00	$1,413.26
										$1,413.26
118847	Printed	5/2/2025	1422	LANGUAGE LINE SERVICES INC.	10150300	59100		11561251	Over the Phone Interpretation	$63.92
										$63.92
118848	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	23300990	70000	240278	RE-PW-25040705144	CSR#271366-ROUTE 66 & AMELIA CAMERA & BACK UP SYS	$644.48
	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	23300990	70000	240279	RE-PW-25040705145	CSR271369-LONEHILL & GLENDORA MRKT CAMERA & BACKUP	$8,826.80
	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	25570520	56400	240209	RE-PW-25040705147	CSR#272021 LA COUNTY STAFF FOR SUPPORT SERVICES	$181.11
	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250100	RE-PW-25040705166	INSTALL OF ITERIS VDC;BBS;ECONOLITE CONTROLLER	$644.48
	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25040705459	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$566.04
	Printed	5/2/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250233	RE-PW-25040705505	CITYWIDE TRAFFIC SIGNAL REPAIRS; MAINT; UPGRADES	$11,002.12
										$21,865.03
118849	Printed	5/2/2025	6101	CONCENTRA MEDICAL CENTERS	50140250	59100		85680173	DOT Physical	$135.00
										$135.00

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118850	Printed	5/2/2025	999999	ONE TIME VENDOR	10190800	34904		2000971.004	LF Rental Refund 4/4/2025	$300.00
										$300.00
118851	Printed	5/2/2025	821	PSI, INC.	55470530	51200		49321	DEGREASER/PAINT REMOVER	$136.02
										$136.02
118852	Printed	5/2/2025	212	PECK ROAD GRAVEL	25570520	56600		878654	GRAVEL TIPPING	$220.00
	Printed	5/2/2025	212	PECK ROAD GRAVEL	25570520	56600		878748	SPOILS DUMP	$220.00
	Printed	5/2/2025	212	PECK ROAD GRAVEL	25570520	56600		878800	spoils dump	$220.00
										$660.00
118853	Printed	5/2/2025	25	SOCALGAS	10150300	57150		082 218 3000 6 03.25	GAS SERVICE / MAR	$155.68
	Printed	5/2/2025	25	SOCALGAS	10180700	57150		082 218 3000 6 03.25	GAS SERVICE / MAR	$585.33
	Printed	5/2/2025	25	SOCALGAS	10180740	57150		082 218 3000 6 03.25	GAS SERVICE / MAR	$37.36
	Printed	5/2/2025	25	SOCALGAS	10150300	57150		084 318 3000 2 03.25	GAS SERVICE / MAR	$5,349.00
										$6,127.37
118854	Printed	5/2/2025	1966	SOUTHEAST CONSTRUCTION	25570520	56600		2504-188876	TOOLS	$848.97
										$848.97
118855	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700027810752 04.25	ELECTRIC UTILITY / APR	$28.89
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10150300	57100		700078595912 04.25	ELETRIC UTILITY / APR	$564.56
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700115006779 04.25	ELECTRIC UTILITY / APR	$16.78
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700141071891 04.25	ELECTRIC UTILITY / APR	$186.75
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700171323464 04.25	ELECTRIC UTILITY / APR	$62.45
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700245529575 04.25	ELECTRIC UTILITY / APR	$72.92
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700393730926 04.25	ELECTRIC UTILITY / APR	$76.04
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700471587368 04.25	ELECTRIC UTILITY / APR	$121.68
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	24090830	57100		700486170108 04.25	ELECTRIC UTILITY / APR	$2,371.79

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118855	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700563209932 04.25	ELECTRIC UTILITY / APR	$39.02
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700707832888 04.25	ELECTRIC UTILITY / APR	$14.63
	Printed	5/2/2025	213	SOUTHERN CALIFORNIA EDISON	20170520	57110		700916370057 04.25	ELECTRIC UTILITY / APR	$87.45
										$3,642.96
118856	Printed	5/2/2025	2165	TRANSPORTATION CONCEPTS	23160430	59145	250102	513-1224	TRANSIT OPERATIONS AND MAINTENANCE	$68,155.08
	Printed	5/2/2025	2165	TRANSPORTATION CONCEPTS	23160430	51650	250103	513-1224.	FUEL FOR TRANSIT VEHICLES	$1,116.77
										$69,271.85
118857	Printed	5/2/2025	179	VULCAN MATERIALS COMPANY	50170630	59100	250060	3204575	FY 24-25 BASE, SAND AND COLD MIX FOR EMERGENCY REP	$1,721.21
										$1,721.21
118858	Printed	5/2/2025	798	FRANCHISE TAX BOARD	92000000	20105		21536	Payroll Run 1 - Warrant 250427 FTB Garnishmnt Rich	$50.00
										$50.00
118859	Printed	5/2/2025	24	STANDARD INSURANCE COMPANY	92000000	20111		160759462.05.2025	Standard Vision Bill May 2025	$2,717.60
										$2,717.60
118860	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		94555	ATTORNEY INVOICE	$20,436.00
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		94556	ATTORNEY INVOICE	$8,628.70
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		94557	ATTORNEY INVOICE	$9,259.33
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55206		94558	ATTORNEY INVOICE	$10,152.40
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55209		94559	ATTORNEY INVOICE	$1,360.00
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55205		94560	ATTORNEY INVOICE	$2,148.20
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		94561	ATTORNEY INVOICE	$6,198.56
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		94562	ATTORNEY INVOICE	$225.00
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55211		94563	ATTORNEY INVOICE	$108.80
	Printed	5/9/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		94564	ATTORNEY INVOICE	$356.53
										$58,873.52

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118861	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674290460	DURALAST BATTERY RETURN	($230.21)
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674294993	DURALAST PLATINUM BATTERY - 4	$841.86
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674294994	BATTERY RETURNS	($841.86)
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674340270	DURALAST PLATINUM BATTERY	$214.63
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674340493	DURALAST PLATINUM BATTERY	$232.35
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674347176	GLOW DUCKBILL SKU-000047120	$4.05
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674347198	DORMAN 12-10 GAUGE WP 5/16" RING	$4.29
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674347212	TOGGLE SWITCH, METAL PUSH-PULL SWITCH, ETC.	$26.64
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674352095	2022 DODGE RAM TRUCK DURANGO GT 2WD	$201.40
	Printed	5/9/2025	4674	AUTOZONE STORES INC	55470530	51500	250016	03674357561	DURALAST PLATINUM BATTERY	$210.20
										$663.35
118862	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4219597913	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4220339060	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4221069766	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4221821544	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4222576177	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4223302348	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4224016268	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4224761449	RENTAL OR LEASE SERVICES OF CLOTHING	$158.90
	Printed	5/9/2025	127	CINTAS CORPORATION	10170520	51200		4226984765	LAUNDRY SERVICE - CORP YARD	$362.49
	Printed	5/9/2025	127	CINTAS CORPORATION	50170610	59200	250416	4226985151	UNIFORMS - WATER	$234.30
	Printed	5/9/2025	127	CINTAS CORPORATION	50170630	59200	250416	4226985151	UNIFORMS - WATER	$323.71
	Printed	5/9/2025	127	CINTAS CORPORATION	50170640	59200	250416	4226985151	UNIFORMS - WATER	$242.70
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4226985151	UNIFORMS - WATER	$48.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118862	Printed	5/9/2025	127	CINTAS CORPORATION	50170610	59200	250416	4227702188	RENTAL OR LEASE SERVICES OF CLOTHING	$234.30
	Printed	5/9/2025	127	CINTAS CORPORATION	50170630	59200	250416	4227702188	RENTAL OR LEASE SERVICES OF CLOTHING	$323.71
	Printed	5/9/2025	127	CINTAS CORPORATION	50170640	59200	250416	4227702188	RENTAL OR LEASE SERVICES OF CLOTHING	$242.70
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	4227702188	RENTAL OR LEASE SERVICES OF CLOTHING	$48.00
	Printed	5/9/2025	127	CINTAS CORPORATION	25570520	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$178.51
	Printed	5/9/2025	127	CINTAS CORPORATION	50170520	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$178.50
	Printed	5/9/2025	127	CINTAS CORPORATION	50170610	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$200.22
	Printed	5/9/2025	127	CINTAS CORPORATION	50170630	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$282.83
	Printed	5/9/2025	127	CINTAS CORPORATION	50170640	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$201.82
	Printed	5/9/2025	127	CINTAS CORPORATION	55470530	59200	250416	9295882937	WATER DIVISION - SERVICES OF CLOTHING	$48.00
										$4,420.99
118863	Printed	5/9/2025	6239	SOUTHWEST HYDROTECH	50170640	53530	250450	31640	Southwest HydroTech - March 31, 2025 Services	$2,664.33
										$2,664.33
118864	Printed	5/9/2025	6587	DOORKING INC	50170600	59100		2477145	Cellular Service for Front Gate	$45.95
										$45.95
118865	Printed	5/9/2025	798	FRANCHISE TAX BOARD	92000000	20105		20366	Payroll Run 1 - Warrant 250330 RICH GARNISH	$50.00
										$50.00
118866	Printed	5/9/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1754433	asphalt various locations	$196.11
	Printed	5/9/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1754915	ASPHALT FOR WATER PATCHES	$828.60
	Printed	5/9/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1755386	LIVE OAK REPAIR	$799.62
	Printed	5/9/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1757208	ASPHALT FOR POTHOLES	$196.11
										$2,020.44
118867	Printed	5/9/2025	221	INLAND EMPIRE STAGES, LTD.	23190800	58240	250029	63413	TRANSPORTATION FOR DAY TRIP ON 4/23/25	$1,732.80
										$1,732.80

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118868	Printed	5/9/2025	342	DEPARTMENT OF JUSTICE	10140250	59100		806583	March 2025 Fingerprinting	$516.00
	Printed	5/9/2025	342	DEPARTMENT OF JUSTICE	10150360	59100		806583	March 2025 Fingerprinting	$830.00
	Printed	5/9/2025	342	DEPARTMENT OF JUSTICE	50140250	59100		806583	March 2025 Fingerprinting	$32.00
										$1,378.00
118869	Printed	5/9/2025	115	COUNTY OF LOS ANGELES	25570520	56400	250272	RE-PW-25040705182	CSR 272310 INSTALL VDS TO REPLACE GRID SMART VDS	$1,973.43
										$1,973.43
118870	Printed	5/9/2025	3467	MIWALL CORPORATION	10150360	55320	250443	1013829	Hornady Ammunition - 880598466007	$7,020.00
										$7,020.00
118871	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-104715	TOGGLE COVER AND 2 SWITCHES	$31.94
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-105285	TRANS FIX	$17.63
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-105962	2003 FORD F-350 SUPER DUTE V10 6.8L 415ci GAS MFI	$36.32
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-107442	HYDRL OIL - 3 GALLONS	$76.04
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-108301	14 OZ BRAKE CLEAN	$48.39
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-108453	5 QT MOTOROIL	$38.53
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-109166	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRA	$69.42
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-109889	DC OR HUB PICKUP	$241.17
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-109923	FILTER RETURN	($23.08)
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-111369	1 QT P/S FLUID, TRANS FIX	$19.36
	Printed	5/9/2025	3000	O'REILLY AUTO PARTS	55470530	51500	250018	3123-112103	ANTENNA	$24.35
										$580.07
118872	Printed	5/9/2025	999999	ONE TIME VENDOR	21680720	51200		21403	Senior Volunteer Scholarship	$300.00
										$300.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118873	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011433.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118874	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011436.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118875	Printed	5/9/2025	999999	ONE TIME VENDOR	21680720	51200		21400	Senior Volunteer Scholarship	$300.00
										$300.00
118876	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011428.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118877	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011427.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118878	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011429.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118879	Printed	5/9/2025	999999	ONE TIME VENDOR	10400000	22701		WMP13-0028	WMP13-0028; REFUND	$10,000.00
										$10,000.00
118880	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011435.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118881	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011439.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118882	Printed	5/9/2025	999999	ONE TIME VENDOR	21680720	51200		21401	Senior Volunteer Scholarship	$300.00
										$300.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118883	Printed	5/9/2025	999999	ONE TIME VENDOR	10190800	34903		2001337.011	Legion Rental Deposit Refund	$300.00
										$300.00
118884	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011431.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118885	Printed	5/9/2025	999999	ONE TIME VENDOR	10190800	34904		2000975.004	LF RENTAL REFUND 4/26/2025	$300.00
										$300.00
118886	Printed	5/9/2025	999999	ONE TIME VENDOR	10400000	22701		WMP16-0021	PERMIT REFUND	$10,000.00
										$10,000.00
118887	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011438.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118888	Printed	5/9/2025	999999	ONE TIME VENDOR	50170620	66010		1212LymanAve	Conservation Rebate - Pool Cover	$125.00
										$125.00
118889	Printed	5/9/2025	999999	ONE TIME VENDOR	10190800	34904		2000979.004	LF RENTAL REFUND 5/3/2025	$325.00
										$325.00
118890	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011432.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118891	Printed	5/9/2025	999999	ONE TIME VENDOR	10190800	34904		2000976.004	LF RENTAL REFUND 4/27/2025	$25.00
										$25.00
118892	Printed	5/9/2025	999999	ONE TIME VENDOR	10150310	32505		12835	Alarm Refund #49348	$30.00
										$30.00
118893	Printed	5/9/2025	999999	ONE TIME VENDOR	50170620	66010		137SSanJoseDr	Conservation Rebate - Pool Cover	$125.00
										$125.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118894	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011437.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118895	Printed	5/9/2025	999999	ONE TIME VENDOR	21680720	51200		21402	Senior Volunteer Scholarship	$300.00
										$300.00
118896	Printed	5/9/2025	999999	ONE TIME VENDOR	50170620	66010		840SCalmgroveAve	Conservation Rebate - Dishwasher	$175.00
										$175.00
118897	Printed	5/9/2025	999999	ONE TIME VENDOR	10150380	32502		Aguirre 04/30	parking permit refund	$50.00
										$50.00
118898	Printed	5/9/2025	999999	ONE TIME VENDOR	50100000	22751		562315000-03	UB REFUND	$141.82
										$141.82
118899	Printed	5/9/2025	999999	ONE TIME VENDOR	21680720	51200		21404	Senior Volunteer Scholarship	$300.00
										$300.00
118900	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36902		2011455.001	REFUND OF CUSTOMER CREDIT ON ACCOUNT	$98.00
										$98.00
118901	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011430.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118902	Printed	5/9/2025	999999	ONE TIME VENDOR	10190810	36901		2011434.001	EARTH DAY VENDOR BOOTH SECUIRTY DEPOSIT REFUND	$50.00
										$50.00
118903	Printed	5/9/2025	999999	ONE TIME VENDOR	10190800	34904		2000980.004	LF RENTAL REFUND 5/4/2025	$300.00
										$300.00
118904	Printed	5/9/2025	999999	ONE TIME VENDOR	10150310	32505		04 21 2025	Alarm Refund - #49433	$50.00
										$50.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118905	Printed	5/9/2025	5098	PAPER RECYCLING & SHREDDING	10170510	51200		600074	CONFIDENTIAL DOCUMENT RECYCLING - EARTH DAY	$2,000.00
										$2,000.00
118906	Printed	5/9/2025	212	PECK ROAD GRAVEL	25570520	56600		878255	SPOILS DUMP	$140.00
	Printed	5/9/2025	212	PECK ROAD GRAVEL	25570520	56600		878692	SPOILS DUMP	$220.00
	Printed	5/9/2025	212	PECK ROAD GRAVEL	25570520	56600		878774	SPOILS DUMP	$220.00
	Printed	5/9/2025	212	PECK ROAD GRAVEL	25570520	56600		878808	SPOILS DUMP	$440.00
										$1,020.00
118907	Printed	5/9/2025	25	SOCALGAS	23160430	57150		084 318 4900 2 04.25	GAS SERVICE / APR	$233.54
										$233.54
118908	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700043404110 04.25	ELECTRIC UTILITY / APR	$73.47
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700204872330 04.25	ELECTRIC UTILITY / APR	$42.04
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700311071869 04.25	ELECTRIC UTILITY / APR	$37.53
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700373809853 04.25	ELECTRIC UTILITY / APR	$1,387.34
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	20170520	57110		700382717584 04.25	ELECTRIC UTILITY / APR	$35,041.63
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700382717584 04.25	ELECTRIC UTILITY / APR	$8,760.41
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544079108 04.25	ELECTRIC UTILITY / APR	$434.94
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	25570580	57100		700544079108 04.25	ELECTRIC UTILITY / APR	$434.95
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10150300	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$7,956.93
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170560	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$2,090.55
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$14.72
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10180700	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$5,701.31
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10180740	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$363.91
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700544090222 03.25	ELECTRIC UTILITY / MAR	$161.95

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118908	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	50170560	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$663.22
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	50170630	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$203.76
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	55470530	57100		700544090222 03.25	ELECTRIC UTILITY / MAR	$1,240.26
	Printed	5/9/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700576803975 04.25	ELECTRIC UTILITY / APR	$15.65
										$64,624.57
118909	Printed	5/9/2025	24	STANDARD INSURANCE COMPANY	92000000	20111		160759462.04.2025	Vision Medical Bill April 2025	$2,623.24
										$2,623.24
118910	Printed	5/9/2025	1563	U.S. BANK CORPORATE PAYMENT	92200000	20045		0445555649874 APR 25	CAL CARD PURCH / APR	$84,772.96
										$84,772.96
118911	Printed	5/9/2025	886	UNIFIRST CORPORATION	50170600	51110		L100564	WATER DIVISION SUPPLIES - APRIL 7, 2025	$136.71
	Printed	5/9/2025	886	UNIFIRST CORPORATION	50170630	51200		L100630	WATER DIV FIRST AID SUPPLIES - APRIL 29, 2025	$123.39
										$260.10
118912	Printed	5/9/2025	179	VULCAN MATERIALS COMPANY	50170630	59100	250060	3329662	WATER DIVISION - ASPHALT & AGG	$1,669.71
										$1,669.71
118913	Printed	5/16/2025	2065	ABAG FINANCE CORPORATION	45060910	55450		AR038536	ANNL ADMIN FEE	$540.00
										$540.00
118914	Printed	5/16/2025	1339	AFLAC	92000000	20108		843042	Aflac IDV April Bill 2025	$2,117.82
										$2,117.82
118915	Printed	5/16/2025	183	AT&T	55330150	57050		3312545632 MAY 2025	PD PHONES	$67.81
	Printed	5/16/2025	183	AT&T	55330150	57050		3393448383840 MAY 25	PD PHONES	$581.18
										$648.99
118916	Printed	5/16/2025	292	AZUSA LIGHT & WATER	50170640	53150		016-6043.300 MAY2025	ELECTRIC / PUMPING UTILITY MAY 2025	$68,143.88
										$68,143.88
118917	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$178.51
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$178.50

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118917	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$200.22
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$282.83
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$201.82
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4211578799	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$171.50
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$171.49
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$199.90
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$282.51
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$201.51
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4213729290	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$190.40
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$190.39
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$180.07
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$262.67
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$181.67
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4222576612	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$437.03
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$437.04
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$180.02
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$262.62
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$181.62
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4223302992	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$190.22
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$190.21
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$186.10

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118917	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$268.71
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$187.70
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4224761958	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$188.52
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$188.51
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$184.97
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$267.57
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$186.57
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4225447012	WATER DIVISION - SERVICES OF CLOTHING	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4226158462	STREETS - SERVICES OF CLOTHING	$181.25
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4226158462	STREETS - SERVICES OF CLOTHING	$181.24
	Printed	5/16/2025	127	CINTAS CORPORATION	25570520	59200	250416	4227701742	STREETS - SERVICES OF CLOTHING	$150.00
	Printed	5/16/2025	127	CINTAS CORPORATION	50170520	59200	250416	4227701742	STREETS - SERVICES OF CLOTHING	$149.99
	Printed	5/16/2025	127	CINTAS CORPORATION	10170520	51200		4228470764	LAUNDRY SERVICE MAINTENANCE AND OPERATIONS	$299.99
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4228471059	WATER DIV - APRIL 24, 2025	$234.30
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4228471059	WATER DIV - APRIL 24, 2025	$323.71
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4228471059	WATER DIV - APRIL 24, 2025	$242.70
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4228471059	WATER DIV - APRIL 24, 2025	$48.00
	Printed	5/16/2025	127	CINTAS CORPORATION	10170520	51200		4229189763	LAUNDRY SERVICE - CORP YARD	$299.99
	Printed	5/16/2025	127	CINTAS CORPORATION	50170610	59200	250416	4229190097	WATER DIVISION - SERVICES OF CLOTHING	$337.42
	Printed	5/16/2025	127	CINTAS CORPORATION	50170630	59200	250416	4229190097	WATER DIVISION - SERVICES OF CLOTHING	$426.83
	Printed	5/16/2025	127	CINTAS CORPORATION	50170640	59200	250416	4229190097	WATER DIVISION - SERVICES OF CLOTHING	$345.83
	Printed	5/16/2025	127	CINTAS CORPORATION	55470530	59200	250416	4229190097	WATER DIVISION - SERVICES OF CLOTHING	$48.00
										$10,168.65

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118918	Printed	5/16/2025	804	DIVE/CORR, INC.	50170640	59100	250440	2522	Reservoir Dive Inspection April 2025	$17,220.00
										$17,220.00
118919	Printed	5/16/2025	3398	DUDEK	10170580	59100	250111	202502140	URBAN FORSTRY UPDATE RELATED TO MUNICIPAL CODES	$13,411.25
										$13,411.25
118920	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100	250162	3620	S. Sherrill Background	$2,025.00
	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100	250162	3630	M. Toro and A. Pasada Background	$1,062.50
	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100		3634	A. Garcia Background	$800.00
	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100	250162	3635	J. Valdivia Background	$2,025.00
	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100	250162	3636	J. Herrera Background	$2,025.00
	Printed	5/16/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100	250162	3643	Ramos Background	$2,025.00
										$9,962.50
118921	Printed	5/16/2025	4264	YOUNGBLOOD & ASSOCIATES	10150300	59100		2504A	Baldivia, Molina, Bandow Poly's	$1,400.00
										$1,400.00
118922	Printed	5/16/2025	6830	ESPERANZA FLORES	10190810	58100		Culture Fest Group 1	Culture Fest Entertainment	$500.00
										$500.00
118923	Printed	5/16/2025	3858	FRONTIER	55330150	57050		2091885318 MAY 2025	CITYWIDE PHONES	$11,736.67
										$11,736.67
118924	Printed	5/16/2025	6993	HINAL MEHTA	10190810	58100		101	HENNA ARTIST FOR CULTURE FEST 2025	$750.00
										$750.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118925	Printed	5/16/2025	6995	JACQUELINE QUARLES	10190810	58100		Culture Fest Group 2	Culture Fest Entertainment	$700.00
										$700.00
118926	Printed	5/16/2025	6742	JOSE LUIS ZAVALA	10190810	58100	250365	GLEN02.25	Sound/ Stage/ Teck Package for Culture Fest	$4,680.00
										$4,680.00
118927	Printed	5/16/2025	6742	JOSE LUIS ZAVALA	10190810	58100	250365	GLEN01.25	Sound/ Stage/ Teck Package for Culture Fest	$12,435.00
										$12,435.00
118928	Printed	5/16/2025	6994	KARLIE DAVIS	10190810	58100		1985	HANDS ON HAIR BRAIDING DEMOS - CULTUTRE FEST 2025	$500.00
										$500.00
118929	Printed	5/16/2025	115	COUNTY OF LOS ANGELES	10115040	59100	250460	25-2064	CONSULTING SERVICES	$132,017.24
										$132,017.24
118930	Printed	5/16/2025	115	COUNTY OF LOS ANGELES	10150370	51750	250228	252695BL	March 2025 Inmate Meals	$361.04
										$361.04
118931	Printed	5/16/2025	115	COUNTY OF LOS ANGELES	23160430	59100		99041032501	FLEET TELECOMMUNICATIONS INVOICE	$776.80
										$776.80
118932	Printed	5/16/2025	6997	MICHAEL NAISHTUT	10190810	58100		Culture Fest Group 4	Culture Fest Entertainment	$600.00
										$600.00
118933	Printed	5/16/2025	6996	MICHAEL RECIO	10190810	58100		Culture Fest Group 3	Culture Fest Entertainment	$625.00
										$625.00
118934	Printed	5/16/2025	999999	ONE TIME VENDOR	10180710	36801		19CA	Refund for lost book In a House of Lies 3300800914	$27.00
										$27.00
118935	Printed	5/16/2025	999999	ONE TIME VENDOR	10190810	36902		2011452.001	REFUND FROM ACCOUNT	$170.00
										$170.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118936	Printed	5/16/2025	5658	BUCKNAM INFRASTRUCTURE GROUP INC	30100990	70000	250369	367-02.02	ENGINEERING SERVICES FOR PAVEMENT MANAGEMENT PLAN	$63,244.20
										$63,244.20
118937	Printed	5/16/2025	1320	SAN BERNARDINO SHERIFF	10150300	55600		EVOC25-04-011	Vasquez - Driver Awareness 4/10/25	$150.00
										$150.00
118938	Printed	5/16/2025	25	SOCALGAS	10190810	57150		010 818 4100 7 04.25	GAS SERVICE / APR	$491.64
	Printed	5/16/2025	25	SOCALGAS	23160430	57150		067 577 0039 5 04.25	GAS SERVICE / APR	$39.97
	Printed	5/16/2025	25	SOCALGAS	10190810	57150		090 618 4900 7 04.25	GAS SERVICE / APR	$36.09
	Printed	5/16/2025	25	SOCALGAS	55470530	57150		105 217 8300 0 04.25	GAS SERVICE / APR	$50.68
	Printed	5/16/2025	25	SOCALGAS	50170610	57150		113 718 2000 9 04.25	GAS SERVICE / APR	$187.88
	Printed	5/16/2025	25	SOCALGAS	10170560	57150		157 870 5340 2 04.25	GAS SERVICE / APR	$131.75
	Printed	5/16/2025	25	SOCALGAS	50170560	57150		157 870 5340 2 04.25	GAS SERVICE / APR	$41.61
	Printed	5/16/2025	25	SOCALGAS	10190810	57150		172 518 4900 0 04.25	GAS SERVICE / APR	$157.36
										$1,136.98
118939	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700012556591 04.25	ELECTRIC UTILITY / APR	$106.65
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700044746144 04.25	ELECTRIC UTILITY / APR	$106.88
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700105419240 04.25	ELECTRIC UTILITY / APR	$3,414.05
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57100		700171869593 04.25	ELECTRIC UTILITY / APR	$119.71
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700188418302 04.25	ELECTRIC UTILITY / APR	$1,604.98
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700434430409 04.25	ELECTRIC UTILITY / APR	$75.60
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700483746320 04.25	ELECTRIC UTILITY / APR	$14.98
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	50170630	57100		700483790372 04.25	ELECTRIC UTILITY / APR	$15.65
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700485998740 04.25	ELECTRIC UTILITY / APR	$21.14
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700544140843.1 04.25	ELECTRIC UTILITY / APR	$34,425.05

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118939	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544149331.1 04.25	ELECTRIC UTILITY / APR	$5,207.17
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54001		700544149331.1 04.25	ELECTRIC UTILITY / APR	$14.63
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54002		700544149331.1 04.25	ELECTRIC UTILITY / APR	$14.38
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	20370580	54004		700544149331.1 04.25	ELECTRIC UTILITY / APR	$14.24
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700576818830 04.25	ELECTRIC UTILITY / APR	$14.85
	Printed	5/16/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700597856211 04.25	ELECTRIC UTILITY / APR	$85.78
										$45,255.74
118940	Printed	5/16/2025	348	SUBURBAN WATER SYSTEMS	10170580	56500		180013610423	Irrigation Charge for Baseline medians landscape	$139.85
										$139.85
118941	Printed	5/16/2025	6768	THELA NINK	10190810	58100		Culture Fest Group 5	Culture Fest Entertainment	$500.00
										$500.00
118942	Printed	5/16/2025	2580	TKE ENGINEERING INC	23400990	70000	250383	2025-435	125-12-WATER AND STREET IMP COLORADO SW GLEND AVE	$4,560.75
	Printed	5/16/2025	2580	TKE ENGINEERING INC	50200990	70000	250383	2025-435	125-12-WATER AND STREET IMP COLORADO SW GLEND AVE	$10,641.75
										$15,202.50
118943	Printed	5/16/2025	6963	UP UP AND AWAY FACE PAINT LLC	10190810	58100		353	FACE PAINTING FOR CULTURE FEST 2025	$725.00
										$725.00
118944	Printed	5/16/2025	26	VERIZON CALIFORNIA	55470530	51520	250009	602000069565	AUTOMOTIVE SHOP AND RELATED EQUIPMENT AND SUPPLIES	$1,970.80
										$1,970.80
118945	Printed	5/16/2025	402	EMPLOYMENT DEVELOPMENT DEPT	92000000	20105		22018	EDD LETTER L0441731536 TAXES SEPT, DEC 24, MAR 25	$4,188.00
	Printed	5/16/2025	402	EMPLOYMENT DEVELOPMENT DEPT	92000000	20105		22018	EDD LETTER L0441731536 TAXES SEPT, DEC 24, MAR 25	$1,335.00
										$5,523.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118946	Printed	5/16/2025	798	FRANCHISE TAX BOARD	92000000	20105		21999	Payroll Run 1 - Warrant 250511 FTB GARNISHMENT	$50.00
										$50.00
118947	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		95374	ATTORNEY FEES - MONTHLY RETAINER	$20,436.00
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		95375	ATTORNEY FEES - SPECIAL PROJECTS	$13,505.00
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		95376	ATTORNEY FEES - LITIGATION	$977.57
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55206		95378	ATTORNEY FEES - PLANNING	$13,806.40
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55209		95379	ATTORNEY FEES - PUBLIC WORKS-ENGINEERING	$4,460.80
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55205		95380	ATTORNEY FEES - POLICE	$313.19
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		95381	ATTORNEY FEES - CODE ENFORCEMENT	$7,048.50
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55200		95382	ATTORNEY FEES - RISK MANAGEMENT	$725.00
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55211		95383	ATTORNEY FEES - LIBRARY	$163.20
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		95384	ATTORNEY FEES - WANG	$30.75
	Printed	5/23/2025	4741	ALESHIRE & WYNDER, LLP	10110020	55207		95392	ATTORNEY FEES - E ARROW HWY - CODE ENFORCEMENT	$8,555.12
										$70,021.53
118948	Printed	5/23/2025	292	AZUSA LIGHT & WATER	50170640	53150		016-0837.300 MAY25	PUMPING CHARGES	$7,183.79
										$7,183.79
118949	Printed	5/23/2025	3516	BIG BEN CONSTRUCTION	50200990	70000	250480	LINE 6 - 7 PAYMENT	EAGLE RIDGE RETENTION PAYMENT 2025	$34,733.50
										$34,733.50
118950	Printed	5/23/2025	3320	COPP CONTRACTING, INC.	28500990	70000	250398	1	CDBG-FUNDED GRIND AND OVERLAY, PLAN NO 1394	$344,622.15
										$344,622.15
118951	Printed	5/23/2025	6570	DECOR IQ, LLC	10170580	59100	250253	1224	VILLAGE HOLIDAY LIGHTING PROJECT	$26,007.50
										$26,007.50

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118952	Printed	5/23/2025	6587	DOORKING INC	50170600	59100		2498845	Cellular Service for Front Gate	$45.95
										$45.95
118953	Printed	5/23/2025	509	PUBLIC SAFETY CENTER	10150300	51200		INV660445	Radio Holsters - Sales Order #SO559639	$881.82
										$881.82
118954	Printed	5/23/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1759032	ASPHALT FOR WATER PATCHES	$777.96
	Printed	5/23/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1759982	ASPHALT FOR POTHOLES	$293.08
	Printed	5/23/2025	2553	HOLLIDAY ROCK CO., INC.	25570520	56600		1763444	Asphalt for water patch on Country Club Dr	$244.59
										$1,315.63
118955	Printed	5/23/2025	342	DEPARTMENT OF JUSTICE	10150360	32506		05 15 2025	CCW Renewal Fees - 10 applicants	$520.00
										$520.00
118956	Printed	5/23/2025	856	KEYSTONE UNIFORM DEPOT	10150300	59200	250160	071009	Silva Name Tapes	$32.86
	Printed	5/23/2025	856	KEYSTONE UNIFORM DEPOT	10150300	59200	250160	071093	Meza Uniforms	$971.84
	Printed	5/23/2025	856	KEYSTONE UNIFORM DEPOT	10150300	59200	250160	071094	Collins Uniform	$78.88
	Printed	5/23/2025	856	KEYSTONE UNIFORM DEPOT	10150300	59200	250160	071095	Sherrill Uniforms	$912.52
										$1,996.10
118957	Printed	5/23/2025	948	L.C. ACTION POLICE SUPPLY, LTD.	27550300	51200	250376	475577	Order # 50088/01	$8,185.68
										$8,185.68
118958	Printed	5/23/2025	115	COUNTY OF LOS ANGELES	23160430	59100		99041042501	APRIL SERVICES 2025	$776.80
										$776.80
118959	Printed	5/23/2025	3547	ATHACO, INC	25570520	56600		46743	Street Blades	$749.94
	Printed	5/23/2025	3547	ATHACO, INC	25570520	56600		47371	Street Blades GMR & Palm Dr	$184.77
										$934.71
118960	Printed	5/23/2025	6101	CONCENTRA MEDICAL CENTERS	10140250	59100		86658913	DO Physical	$135.00
										$135.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118961	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34904		2000983.004	REFUND FOR RENTAL ON 05/17/2025	$300.00
										$300.00
118962	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34903		2001340.011	Legion Rental Deposit Refund 5.3.25	$150.00
										$150.00
118963	Printed	5/23/2025	999999	ONE TIME VENDOR	10190810	36902		2011668.001	REFUND FROM ACCOUNT	$68.00
										$68.00
118964	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34904		2000984.004	REFUND FOR RENTAL ON 05/19/2025	$250.00
										$250.00
118965	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34903		2001341.011	Legion Rental Deposit Refund 5.10.25	$300.00
										$300.00
118966	Printed	5/23/2025	999999	ONE TIME VENDOR	10190810	36902		2011662.001	REFUND FROM ACCOUNT FOR CANCELLED CLASS	$68.00
										$68.00
118967	Printed	5/23/2025	999999	ONE TIME VENDOR	10190810	36902		2011660.001	REFUND FROM CUSTOMER ACCOUNT	$68.00
										$68.00
118968	Printed	5/23/2025	999999	ONE TIME VENDOR	50170620	66010		938SGlencoeHeightsDr	Conservation Rebate - Dishwasher	$175.00
										$175.00
118969	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34005		2011530.001	BIG DALTON SECURITY DEPOSIT REFUND	$100.00
										$100.00
118970	Printed	5/23/2025	999999	ONE TIME VENDOR	10190810	36902		2011670.001	REFUND FROM CUSTOMER ACCOUNT	$26.00
										$26.00
118971	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34904		2000981.004	LF RENTAL REFUND 5/10/2025	$300.00
										$300.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118972	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34904		2000982.004	REFUND FOR AV FOR RENTAL ON 05/10/2025	$75.00
										$75.00
118973	Printed	5/23/2025	999999	ONE TIME VENDOR	10150380	32502		Minucci	Five Night Permit Refund	$25.00
										$25.00
118974	Printed	5/23/2025	999999	ONE TIME VENDOR	50170620	66010		1017ELeadoraAve	Conservation Rebate - Dishwasher	$175.00
										$175.00
118975	Printed	5/23/2025	999999	ONE TIME VENDOR	50170620	66010		327NGlenwoodAve	Conservation Rebate - Dishwasher	$175.00
										$175.00
118976	Printed	5/23/2025	999999	ONE TIME VENDOR	10190800	34904		2000985.004	REFUND FOR RENTAL CANCELLATION ON 07/26/2025	$300.00
										$300.00
118977	Printed	5/23/2025	999999	ONE TIME VENDOR	10190810	36902		2011661.001	REFUND FROM CUSTOMER ACCOUNT	$68.00
										$68.00
118978	Printed	5/23/2025	999999	ONE TIME VENDOR	50100000	22751		213103000-03	UB REFUND	$119.22
										$119.22
118979	Printed	5/23/2025	2784	SEQUOIA PACIFIC SOLAR I, LLC	24090830	57100		37062537	SOLAR SERVICE / APRIL 2025	$1,367.28
										$1,367.28
118980	Printed	5/23/2025	3677	PITNEY BOWES GLOBAL	10115030	51560	250137	3107216884	Pitney Bowes Lease	$1,535.51
	Printed	5/23/2025	3677	PITNEY BOWES GLOBAL	50115030	51560	250137	3107216884	Pitney Bowes Lease	$1,600.40
										$3,135.91
118981	Printed	5/23/2025	182	RIO HONDO COLLEGE	10150300	55600		S25-103-ZGRA	PAT - 3/2/2025	$200.00
	Printed	5/23/2025	182	RIO HONDO COLLEGE	10150300	55600		S25-167-ZGRA	FTO - Alatorre & Paulson	$178.00
										$378.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118982	Printed	5/23/2025	1320	SAN BERNARDINO SHERIFF	10150300	51200		25-110-009	Basic Academy Ammo - Perez & Silva	$1,750.00
										$1,750.00
118983	Printed	5/23/2025	1097	SAN GABRIEL VALLEY ECONOMIC	10160420	55400		8394	ANNUAL RENEWAL	$6,000.00
										$6,000.00
118984	Printed	5/23/2025	2754	SECURITAS TECHNOLOGY CORP	50170640	59100		6004939990	WATER DIV. - MAY 2025 TRADITIONAL VIDEO	$379.44
	Printed	5/23/2025	2754	SECURITAS TECHNOLOGY CORP	50170640	59100		6004946909	WATER DIV. - MAY 2025 MONITORING	$361.87
										$741.31
118985	Printed	5/23/2025	1074	SHRED-IT USA	10140200	59100		8010432689	SHREDDING SVCS	$121.45
	Printed	5/23/2025	1074	SHRED-IT USA	50140200	59100		8010432689	SHREDDING SVCS	$121.45
	Printed	5/23/2025	1074	SHRED-IT USA	10140200	59100		8010742203	SHREDDING SVCS	$60.38
	Printed	5/23/2025	1074	SHRED-IT USA	50140200	59100		8010742203	SHREDDING SVCS	$60.38
										$363.66
118986	Printed	5/23/2025	212	PECK ROAD GRAVEL	25570520	56600		878901	SPOILS DUMP	$240.00
	Printed	5/23/2025	212	PECK ROAD GRAVEL	25570520	56600		878934	Spoils tipping	$240.00
										$480.00
118987	Printed	5/23/2025	25	SOCALGAS	10150300	57150		082 218 3000 6 04.25	GAS SERVICE / APR	$68.54
	Printed	5/23/2025	25	SOCALGAS	10180700	57150		082 218 3000 6 04.25	GAS SERVICE / APR	$257.71
	Printed	5/23/2025	25	SOCALGAS	10180740	57150		082 218 3000 6 04.25	GAS SERVICE / APR	$16.45
	Printed	5/23/2025	25	SOCALGAS	10150300	57150		084 318 3000 2 04.25	GAS SERVICE / APR	$5,066.31
	Printed	5/23/2025	25	SOCALGAS	23160430	57150		084 318 4900 2 4.25	GAS SERVICE / APR	$121.24
										$5,530.25
118988	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700044813337 05.25	ELECTRIC UTILITY / MAY	$16.09
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700186875190 04.25	ELECTRIC UTILITY / APR	$209.44
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700245529575 05.25	ELECTRIC UTILITY / MAY	$75.32

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118988	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700393730926 05.25	ELECTRIC UTILITY / MAY	$74.14
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	24090830	57100		700486170108 05.25	ELECTRIC UTILITY / MAY	$2,475.82
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10150300	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$7,801.31
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170560	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$2,049.60
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$14.24
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10180700	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$5,589.83
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10180740	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$356.80
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	25570520	57110		700544090222 04.25	ELECTRIC UTILITY / APR	$161.95
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	50170560	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$650.30
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	50170630	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$206.88
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	55470530	57100		700544090222 04.25	ELECTRIC UTILITY / APR	$1,176.62
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700544160142 04.25	ELECTRIC UTILITY / APR	$3,301.99
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700603290736 04.25	ELECTRIC UTILITY / APR	$15.68
	Printed	5/23/2025	213	SOUTHERN CALIFORNIA EDISON	23160430	57100		700880058917 05.25	ELECTRIC UTILITY / MAY	$1,791.25
										$25,967.26
118989	Printed	5/23/2025	5416	SUPERION LLC	55330150	59110		435449	FOUR J'S RUNTIME - ANNUAL FEE	$702.32
										$702.32
118990	Printed	5/23/2025	1638	HAAKER EQUIPMENT COMPANY	55470530	59100	250096	W1AB15	VACTOR 304 REPAIRS	$10,203.87
										$10,203.87
118991	Printed	5/23/2025	666	THE TRANSMISSION HOUSE INC.	55470530	59100	250430	9895	REBUILD 757 TRANSMISSION	$3,788.19
										$3,788.19
118992	Printed	5/23/2025	3860	TRANSUNION RISK & ALTERNATIVE	10150300	59100		2677112-202504-1	April Billing	$211.10
										$211.10
118993	Printed	5/23/2025	63	UNITED SITE SERVICES OF CA, INC.	10170580	51500		114-14033143	RESTROOM SERVICE	$104.55

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
118993	Printed	5/23/2025	63	UNITED SITE SERVICES OF CA, INC.	10170580	51500		114-14047432	RESTROOM SERVICE OLE HAMMER PARK	$104.65
										$209.20
118994	Printed	5/23/2025	26	VERIZON CALIFORNIA	55330150	57051		6113404886	CITYWIDE CELLPHONES	$6,044.16
	Printed	5/23/2025	26	VERIZON CALIFORNIA	55330150	57051		6113404887	PD UNIT CELLPHONES	$1,623.49
	Printed	5/23/2025	26	VERIZON CALIFORNIA	55330150	57051		6113404888	TRANSPORTATION CELLPHONES	$343.77
										$8,011.42
118995	Printed	5/23/2025	179	VULCAN MATERIALS COMPANY	50170630	59100	250060	3404570	RELIANCE STONE ORDER - MAY 12, 2025	$1,531.07
	Printed	5/23/2025	179	VULCAN MATERIALS COMPANY	50170630	59100	250060	3412429	SAND & GRAVEL ORDER - MAY 12, 2025	$1,091.27
										$2,622.34
118996	Printed	5/30/2025	183	AT&T	10150300	51219		287309283967x5182025	May 2025 First Net	$48.23
										$48.23
118997	Printed	5/30/2025	127	CINTAS CORPORATION	25570520	59200	250416	4229874456	WATER DIV - SERVICES OF CLOTHING	$150.00
	Printed	5/30/2025	127	CINTAS CORPORATION	50170520	59200	250416	4229874456	WATER DIV - SERVICES OF CLOTHING	$149.99
										$299.99
118998	Printed	5/30/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100		3659	POST Background - Jauregui	$2,025.00
	Printed	5/30/2025	3407	ARROYO BACKGROUND INVESTIGATIONS	10150300	59100		3660	POST Background - Bandow	$2,025.00
										$4,050.00
118999	Printed	5/30/2025	4264	YOUNGBLOOD & ASSOCIATES	10150300	59100		2514A	Polygraph Exam - Pereida	$350.00
										$350.00
119000	Printed	5/30/2025	6742	JOSE LUIS ZAVALA	10190810	58100		Glen006-2	3 compartment sink add on for Culture Fest	$1,295.00
										$1,295.00
119001	Printed	5/30/2025	342	DEPARTMENT OF JUSTICE	10140250	59100		813359	April 2025 Fingerprinting	$64.00
	Printed	5/30/2025	342	DEPARTMENT OF JUSTICE	10150300	59100		813359	April 2025 Fingerprinting	$32.00

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119001	Printed	5/30/2025	342	DEPARTMENT OF JUSTICE	10150360	59100		813359	April 2025 Fingerprinting	$1,018.00
	Printed	5/30/2025	342	DEPARTMENT OF JUSTICE	10180700	59100		813359	April 2025 Fingerprinting	$64.00
										$1,178.00
119002	Printed	5/30/2025	115	COUNTY OF LOS ANGELES	10115030	59100		25-1551	Recordation of Reconveyance Invoice #25-1551	$20.00
										$20.00
119003	Printed	5/30/2025	115	COUNTY OF LOS ANGELES	10190800	51110		IN1474973	LOUIE POMPEI SPORTS PARK SNACK BAR HEALTH PERMIT	$319.00
										$319.00
119004	Printed	5/30/2025	115	COUNTY OF LOS ANGELES	10400000	22515		25-15765	Bail - Glendora Police Case #25-15765	$20,000.00
										$20,000.00
119005	Printed	5/30/2025	4707	NET TRANSCRIPTS INC	10150300	59100		NT21672	Transcription Services - 25-10429	$188.48
										$188.48
119006	Printed	5/30/2025	999999	ONE TIME VENDOR	10190810	36902		2011680.001	REFUND OF CREDIT ON ACCOUNT	$26.00
										$26.00
119007	Printed	5/30/2025	999999	ONE TIME VENDOR	50170620	66010		641NGlendoraAve	Conservation Rebate - Dishwasher	$175.00
										$175.00
119008	Printed	5/30/2025	214	SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION	10120100	55600		06182025	2025 SGVCMA Seminar	$240.00
										$240.00
119009	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700027810752 05.25	ELECTRIC UTILITY / MAY	$29.83
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	10150300	57100		700078595912 05.25	ELECTRIC UTILITY / MAY	$487.30
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700115006779 05.25	ELECTRIC UTILITY / MAY	$15.05
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700141071891 05.25	ELECTRIC UTILITY / MAY	$169.86
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	10170500	57120		700471587368 05.25	ELECTRIC UTILITY / MAY	$133.88
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	50170640	53150		700563209932 05.25	ELECTRIC UTILITY / MAY	$55.28
	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	10170580	57100		700707832888 05.25	ELECTRIC UTILITY / MAY	$16.04

Check #	Type	Check Date	Vendor #	Vendor Name	Org	Object	PO #	Invoice #	Description	Invoice Amt
119009	Printed	5/30/2025	213	SOUTHERN CALIFORNIA EDISON	20170520	57110		700916370057 05.25	ELECTRIC UTILITY / MAY	$82.40
										$989.64
119010	Printed	5/30/2025	533	STUMP FENCE CO.	10190810	58100		MR2216	Culture Fest Fencing	$1,200.00
										$1,200.00
Total										**$3,498,035.35**

Note: The payments above may include the following types: wire, automatic clearing house (ACH), electronic funds transfer (EFT) and paper check.

Fund	Fund Title	Amount
101	GENERAL FUND	$1,101,727.41
103	MEASURES E/Z	$300.00
104	TRUST	$40,000.00
105	GUSD JUA	$55,202.41
201	STREET LIGHTING ASSESSMT	$35,211.48
203	LANDSCAPE ASSESSMENT	$1,368.25
204	GLENDORA VILLAGE BUS DIST	$5,226.00
216	LIBRARY FOUNDATION	$15,753.46
221	PLAN MAINT FEES	$26,243.50
222	GENERAL PLAN MAINT FEE	$6,547.67
223	PEG CABLE TV	$173.88
228	AFFORDABLE HOUSING	$20,833.33
230	TRANS DEVELOP ACT	$5,647.39
231	PROP A TRANSIT	$79,738.71
233	MEASURE R TRANSPT. 2009	$9,471.28
234	MEASURE M	$6,190.55
240	MEASURE A/PARKS	$6,214.89
250	MEASURE W	$8,823.77
251	STORMWATER INVESTMENT	$8,870.97
255	STATE GAS TAX	$56,317.58
270	USED OIL BLOCK GRANT	$3,173.44
275	SUPPL LAW ENF SVCE (COPS)	$29,120.33
280	GRANTS	$104,110.32
285	COMMUNITY DEV BLOCK GRANT	$355,191.91
292	HIGHWAY BRIDGE REPL PROG	$3,982.50

Fund	Fund Title	Amount
301	CAPITAL PROJECTS	$422,082.08
450	RDA SUCCESOR AGENCY	$540.00
501	WATER OPERATIONS	$388,674.17
502	WATER CAPITAL PROJECTS	$194,190.67
553	TECHNOLOGY	$141,874.32
554	FLEET MANAGEMENT	$132,818.68
920	PAYROLL DISBURSEMENT	$147,101.49
922	AP DISBURSEMENT	$85,312.91
Total		**$3,498,035.35**

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Public Works**	**DISTRICT(S):**	**Not Applicable**

SUBJECT: **Award an Agreement to G.M. Sager Construction Co., Inc., for Asphalt Paving Maintenance and Repairs in the amount of $73,801**

RECOMMENDATION

That the City Council:

1. Award an Agreement to G.M. Sager Construction Co., Inc., for asphalt paving maintenance and repairs in the amount of $73,801; and,
2. Authorize the City Manager or his designee to execute the Agreement with G.M. Sager Construction Co., Inc., including minimal and/or non-substantive changes.

STRATEGIC FOCUS AREAS

Goal 5: Improve and Maintain the City's Infrastructure and Facilities (IMCIF)

EXECUTIVE SUMMARY

The City of Glendora is responsible for delivering water services to a diverse range of customers, including residential, commercial, industrial users, as well as public parks and schools. In fulfilling this role, the City is committed to meeting customer needs efficiently while proactively maintaining and urgently repairing the water infrastructure to ensure its continued safe and reliable operation.

City staff is requesting approval to move forward with asphalt paving repairs needed, as identified on the current backlog list. These patching repairs are necessary following the emergency underground water main breaks and leak repairs throughout various neighborhoods within the city. To preserve road conditions and ensure public safety, staff recommends utilizing the services of GM Sager Construction Co., Inc., a firm known for its high-quality pavement patching and paving work, to complete the required repairs. These improvements support the City's Strategic Plan goals for Sustainable Infrastructure by investing in public safety and transportation infrastructure.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The Public Works Water Division is responsible for managing contracts for asphalt paving maintenance and improvements related to water main breaks and leaks, including resurfacing, reconstruction, and preventive measures such as slurry seals and overlays. Repairs to the pavement are often necessary after emergency underground repairs are performed, particularly in response to water main breaks and leaks, which can cause damage to the surface streets.

City policy and practice ensure that, once emergency utility work is completed, the restoration of the roadway is addressed promptly to maintain safe and passable streets for residents. The City contracts these repairs to qualified contractors to ensure that road conditions are restored in a timely and professional manner.

DISCUSSION

The City has experienced an Increase in emergency repairs to its water main line system, resulting in a significant backlog of asphalt patching needs across multiple neighborhoods. Water main breaks necessitate an immediate response due to the risk of water loss and service disruption. Less severe leaks also require prompt repair to prevent further damage to the infrastructure. Following these underground repairs, restoring the road surface is essential to ensure roadway safety and integrity.

Once these underground utility repairs are completed, the disturbed pavement must be restored to maintain road safety, structural integrity, and compliance with City standards. The patching process typically includes compaction of backfilled trenches, application of a tack coat to bond new and existing asphalt, and the installation of hot-mix asphalt.

In September 2024, GM Sager Construction Co. repaved Glendora Ave between Ronwood and Baseline. Based on their performance and in the interest of time, staff negotiated a contract with GM Sager Construction to complete the work for the Water Division. GM Sager has a proven track record for high quality asphalt work throughout the State, efficient work and mobilization as demonstrated in the Glendora Avenue Project, they are in compliance with Caltrans and City specifications, and they prioritize appropriate traffic control and safety protocols.

Glendora Municipal Code 2.40.150 Uniform Public Construction Cost Accounting Act allows the City to follow standardized procedures for awarding contracts for public projects in conformance with the State of California Code. As such, Level 1 Projects that are under $75,000 may be awarded by negotiated contract without competitive bidding.

Staff recommends that the City Council award an Agreement to G.M. Sager Construction Co., Inc. to complete thirty-one (31) asphalt patching repairs in the amount of $73,801.

FISCAL IMPACT

Sufficient funds are available in the Adopted FY 2024-25 budget for the asphalt paving maintenance Water Operations Fund account 50170630-59100.

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	Ivy Gonzalez, Management Analyst
Concurs With	Not Applicable
Reviewed By	William Wittkopf, Public Works Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Contract

Attachments

A. Contract.pdf

Docusign Envelope ID: B62B1101-9693-4676-9631-5C4122163EB3

AGREEMENT FOR CONTRACT SERVICES

By and Between

CITY OF GLENDORA

and

G.M. SAGER CONSTRUCTION CO., INC.

Docusign Envelope ID: B62B1101-9693-4676-9631-5C4122163EB3

AGREEMENT FOR CONTRACT SERVICES BETWEEN THE CITY OF GLENDORA AND G.M. SAGER CONSTRUCTION CO., INC.

THIS AGREEMENT FOR CONTRACT SERVICES (herein "Agreement") is made and entered into this _____ day of _____, 2025 by and between the City of Glendora, a California municipal corporation ("City") and G.M. SAGER CONSTRUCTION CO., INC., a California corporation ("Contractor"). City and Contractor may be referred to, individually or collectively, as "Party" or "Parties."

RECITALS

A. City has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Consultant, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

C. Pursuant to the City of Glendora's Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which may be referred to herein as the "services" or "work" hereunder. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase "highest

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professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant's Proposal.

The Scope of Services shall include the Consultant's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 California Labor Law.

If the Scope of Services includes any "public work" or "maintenance work," as those terms are defined in California Labor Code section 1720 *et seq.* and California Code of Regulations, Title 8, Section 16000 *et seq.*, and if the total compensation is $1,000 or more, Consultant shall pay prevailing wages for such work and comply with the requirements in California Labor Code section 1770 *et seq.* and 1810 *et seq*., and all other applicable laws, including the following requirements:

(a) Public Work. The Parties acknowledge that some or all of the work to be performed under this Agreement is a "public work" as defined in Labor Code Section 1720 and that this Agreement is therefore subject to the requirements of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works contracts and the rules and regulations established by the Department of Industrial Relations ("DIR") implementing such statutes. The work performed under this Agreement is subject to compliance monitoring and enforcement by the DIR. Consultant shall post job site notices, as prescribed by regulation.

(b) Prevailing Wages. Consultant shall pay prevailing wages to the extent required by Labor Code Section 1771. Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at City Hall and will be made available to any interested party on request. By initiating any work under this Agreement, Consultant acknowledges receipt of a copy of the Department of Industrial Relations (DIR) determination of the prevailing rate of per diem wages, and Consultant shall post a copy of the same at each job site where work is performed under this Agreement.

(c) Penalty for Failure to Pay Prevailing Wages. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Consultant shall, as a penalty to the City, forfeit two hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for

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the work or craft in which the worker is employed for any public work done pursuant to this Agreement by Consultant or by any subcontractor.

(d) Payroll Records. Consultant shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Consultant and each subconsultant to: keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776; certify and make such payroll records available for inspection as provided by Section 1776; and inform the City of the location of the records.

(e) Apprentices. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6, and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. Consultant shall be responsible for compliance with these aforementioned Sections for all apprenticeable occupations. Prior to commencing work under this Agreement, Consultant shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within sixty (60) days after concluding work pursuant to this Agreement, Consultant and each of its subconsultants shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Agreement.

(f) Eight-Hour Work Day. Consultant acknowledges that eight (8) hours labor constitutes a legal day's work. Consultant shall comply with and be bound by Labor Code Section 1810.

(g) Penalties for Excess Hours. Consultant shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Consultant shall, as a penalty to the City, forfeit twenty-five dollars ($25) for each worker employed in the performance of this Agreement by the Consultant or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code section 1815, work performed by employees of Consultant in excess of eight (8) hours per day, and forty (40) hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of 8 hours per day at not less than one and one-half (1½) times the basic rate of pay.

(h) Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every employer will be required to secure the payment of compensation to its employees if it has employees. In accordance with the provisions of California Labor Code Section 1861, Consultant certifies as follows:

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

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Consultant's Authorized Initials DS GMS
Gary M. Sager, CEO

(i) Consultant's Responsibility for Subcontractors. For every subcontractor who will perform work under this Agreement, Consultant shall be responsible for such subcontractor's compliance with Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code, and shall make such compliance a requirement in any contract with any subcontractor for work under this Agreement. Consultant shall be required to take all actions necessary to enforce such contractual provisions and ensure subcontractor's compliance, including without limitation, conducting a review of the certified payroll records of the subcontractor on a periodic basis or upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages. Consultant shall diligently take corrective action to halt or rectify any such failure by any subcontractor.

1.5 Licenses, Permits, Fees and Assessments.

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 services required by this Agreement. 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 services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the Contract Officer.

1.7 Care of Work.

The Consultant shall adopt reasonable methods during the life of this Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

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1.8 Further Responsibilities of Parties.

Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither Party shall be responsible for the service of the other.

1.9 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer (as defined below) to the Consultant, incorporating therein any adjustment in (i) the Contract Sum (or a portion of the compensation due to Consultant) for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum or $50,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. 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 Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Consultants. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed Seventy-Three Thousand Eight Hundred One Dollars ($73,801) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.9.

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2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Consultant shall be deemed to have certify compliance with all provisions of this Agreement. The invoice shall contain all information specified in Exhibit "C", and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant's correct and undisputed invoice; however, Consultant acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by City for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

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ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of 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 Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer 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 Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of this Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding 6 months from the date hereof ("Term"), except as otherwise provided in the Schedule of Performance (as shown on Exhibit "D" attached hereto).

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant ("Principals") are hereby designated as being the principals and representatives of Consultant authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Gary M. Sager, Chief Executive Officer

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Michael Sager, Secretary, Chief Financial Officer

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the Term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Consultant without the express written approval of City. Additionally, Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be the Public Works Director, or such person as may be designated by the City Manager. It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Consultant.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Consultant's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Consultant shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Consultant shall not at any

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time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Consultant's indemnification of City, and prior to commencement of any services under this Agreement, Consultant shall obtain, provide and maintain at its sole cost and expense during the Term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General Liability Insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile Liability Insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

(c) Professional Liability (errors & omissions) Insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the 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 Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

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(d) Workers' Compensation Insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

(e) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

(a) Proof of Insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the Term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

(b) Duration of Coverage. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, its agents, representatives, employees or subconsultants.

(c) Primary/Noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's Rights of Enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(e) Acceptable Insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that 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.

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(f) Waiver of Subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(g) Enforcement of Contract Provisions (non-estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(h) Requirements not Limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of Cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional Insured Status. General liability and automobile policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of Undisclosed Coverage Limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved by the City in writing.

(l) Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass Through Clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the services who is brought onto or involved in the services by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes

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all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the services will be submitted to City for review.

(n) City's Right to Revise Specifications. The City reserves the right at any time during the Term of this Agreement to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(o) Deductibles / Self-insured Retentions. Any deductibles and self-insured retentions must be declared to and approved by City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the City, it officers, officials, employees, agents and volunteers, or the Consultant shall provide a financial guarantee satisfactory to the city guaranteeing payment of losses and related investigations, claims administration and defense expense.

(p) Timely Notice of Claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional Insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Consultant is legally liable ("indemnitors"), or arising from Consultant's or indemnitors' reckless or willful misconduct, or arising from Consultant's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Consultant will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Consultant will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant

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hereunder; and Consultant agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

(d) Consultant shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the books and records may be given to City, and access shall be provided by Consultant's successor in interest. Notwithstanding the above, the Consultant shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

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Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Consultant hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Moreover, Consultant with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

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(c) If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant, as determined by the Contract Officer. The cure period may run concurrently with the termination period as provided in Section 7.7, if the option to cure in the alternative to termination. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Consultant's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

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Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive 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 shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

7.6 Legal Action.

In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Agreement except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant

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reserves the right to terminate this Agreement at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Consultant.

If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorneys' Fees.

If either Party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorneys' fees on any appeal, and in addition a Party entitled to attorneys' fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City 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 to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

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Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to this Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Glendora, 116 E. Foothill Blvd., Glendora, California 91741-3380, and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be

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deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

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.

9.3 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. Each of the parties intend to be bound by the signatures on any telecopied, .pdf or other electronically delivered document, and are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby waive any defenses to the enforcement of the terms of this Agreement based on the form of signature.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the Parties. It is understood that there are no oral agreements between the Parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the Parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The Parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties hereunder unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be

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"remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials DS GMS

Gary M. Sager, CEO

9.7 Authority.

The persons executing this Agreement on behalf of the Parties hereto 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.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date and year first-above written.

CITY:
CITY OF GLENDORA, a municipal corporation

Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

DocuSigned by:
Danny Aleshire
0D5924B7E6ED4A5...
Danny Aleshire
City Attorney

CERTIFY AVAILABILITY OF FUNDS:

DocuSigned by:
Kyle Johnson
CACE701662584A4...
Kyle Johnson
Finance Director/City Treasurer

ATTEST:

Kathleen R. Sessman
City Clerk/Communications Director

CONSULTANT:
G.M. SAGER CONSTRUCTION CO., INC., a California corporation

DocuSigned by:
Gary M. Sager
68C48585143B476...
Name: Gary M. Sager
Title: Chief Executive Officer
Email Address: Engeneer1@aol.com
May 23, 2025 | 3:40 PM PDT

DocuSigned by:
Michael Sager
EB1DCADCED8845F...
Name: Michael Sager
Title: Secretary, Chief Financial Officer
Email Address: Gmsagercorp@aol.com
May 23, 2025 | 10:23 PM PDT

Address: 1380 S. East End Avenue, Pomona, CA 91766

Two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer.

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EXHIBIT "A"

SCOPE OF SERVICES

I. Consultant will perform the following services:

A. The scope of services shall include the removal of existing asphalt concrete pavement and the construction of new asphalt pavement. The work shall also include the grinding of existing pavement surfaces, installation of asphalt rubber hot mix with a new aggregate base course, and final cap layer. All work shall be performed at the designated locations, items 1 through 31 on the Paving Backlog Spreadsheet, as referenced below:

1	703 W. Foothill Blvd.
2	1101 Essex St Glendora CA 91740 USA
3	2004 Cobblefield Way Glendora California 91740 United States
4	135 Oak Forest Cir Glendora CA 91741 USA
5	1123 E Plymouth St Glendora CA 91740 USA
6	Grand and citrus edge
7	1054 E Ivy St Glendora CA 91740 USA
8	141 Pinewood Pl Glendora CA 91741 USA
9	105 Burnaby Ave Glendora CA 91741 USA
10	422 N Pennsylvania Ave Glendora CA 91741 USA
11	202 Whispering Oaks Dr Glendora CA 91741 USA
12	511 Lesterwest Way Glendora California 91741 United States
13	426 South Sage Place Glendora California 91741 United States
14	1105 E Rte 66 Glendora CA 91740 USA
15	648 Crestview Dr Glendora CA 91741 USA
16	426 S Lupin Ln Glendora CA 91741 USA
17	661 E Myrtle Ave Glendora CA 91741 USA
18	738 Westridge Ave Glendora CA 91740 USA
19	426 S Poppy Ln Glendora CA 91741 USA
20	1047 E Walnut Ave Glendora CA 91741 USA
21	422 N Pennsylvania Ave Glendora CA 91741 USA
22	426 S Poppy Ln Glendora CA 91741 USA
23	360 Sierra Madre Ave Glendora CA 91741 USA
24	1634 Windsor Pl Glendora CA 91740 USA
25	1019 E Dalton Ave Glendora CA 91741 USA
26	430 E Colorado Ave Glendora CA 91740 USA
27	450 Sycamore Ave Glendora CA 91741 USA
28	732 Westridge Ave Glendora CA 91740 USA
29	1032 W Leadora Ave Glendora CA 91741 USA
30	1457 S Treanor Ave Glendora CA 91740 USA
31	827 Bubbling Well Drive Glendora California 91741 United States

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B. Consultant shall adhere to the City of Glendora standard designs & specification 1.09 and 1.11 for the replacement of asphalt for a total of 3348 SF.

C. The City reserves the right to modify the sequence of the asphalt paving work outlined in the attached paving list. The City may, at its sole discretion, prioritize or amend sections of the paving list based on the severity of damage, safety concerns, and the overall need for replacement, as determined by City staff.

II. In addition to the requirements of Section 6.2, during performance of the work, Consultant will keep the City apprised of the status of performance by delivering the following status reports:

A. Weekly reports of work completed.

III. All work is subject to review and acceptance by the City and must be revised by the Consultant without additional charge to the City until found satisfactory and accepted by City.

IV. Consultant shall provide safe and continuous passage for pedestrian and vehicular traffic in accordance by mobilizing and set up traffic control using the Work Area Traffic Control Handbook (WATCH), latest edition.

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EXHIBIT "B"

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

Added text is indicated in ***bold italics***, deleted text is indicated in ~~strikethrough~~.

I. N/A

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EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Consultant shall be compensated in a lump sum amount of $73,801 following the completion of the services and following the acceptance of same by the City.

IV. The City will compensate Consultant for the services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.

V. The total compensation for the Services shall not exceed the Contract Sum as provided in Section 2.1 of this Agreement.

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EXHIBIT "D"

SCHEDULE OF PERFORMANCE

I. Consultant shall perform all services timely in accordance with the following schedule:

	Description	Days to Perform	Deadline Date
A.	All Work	7 working days	June 25, 2025

III. The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Public Works**	**DISTRICT(S):**	**5**

SUBJECT: **Consideration of a Resolution Adopting Projects for the Road Maintenance and Rehabilitation Account for Fiscal Year 2025-26**

RECOMMENDATION
That the City Council:

1. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB 1 (THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017)".

STRATEGIC FOCUS AREAS
Goal 5: Improve and Maintain the City's Infrastructure and Facilities (IMCIF)

EXECUTIVE SUMMARY
On April 28, 2017, the Governor signed Senate Bill 1, codified as the "Road Repair and Accountability Act of 2017," into law ("SB 1"). SB 1 is intended to address basic road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and road system. SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation systems. In order to be eligible for RMRA funding, SB 1 requires cities and counties to provide basic annual RMRA project reporting to the California Transportation Commission. This includes an annual resolution by the governing body identifying eligible projects. Failure to submit the required resolution could result in the City not receiving any RMRA funds.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS
City Staff have presented to the City Council an annual list of eligible streets and roads in compliance with SB 1 since 2018.

DISCUSSION
Public Works staff will submit the City's list of projects receiving SB1 funds through the state website, CALSMART. As part of the reporting requirements, all projects proposed to receive funding must be included in the City's annual budget that is adopted by the City Council at a public meeting.

The City's RMRA projects are as follows:

1. Annual Citywide Sidewalk Improvements
2. Annual Citywide Slurry Seal Project
3. Lone Hill Bridge at San Dimas Wash Improvements

FISCAL IMPACT

For FY 2024-25, the City's estimated allocation is $1,372,860 under RMRA funds. The City has already received $1,057,583.65 of RMRA funds and expects to receive the remaining balance by September 2025.

The City anticipates receiving $1,421,987 in FY 2025-26, which is included in the adopted FY 2025-26 budget in the fund created for this program (Fund 256-RMRA).

Within the FY 2025-27 Two-Year Budget, funding for FY 2025-26 has been allocated as follows:

1. Annual Citywide Sidewalk Improvements - Along Route 66
    a. $ 150,000 Fund 256 – RMRA

2. Annual Citywide Slurry Seal Project
    a. $ 555,000 Fund 256 – RMRA

3. Lone Hill Bridge at San Dimas Wash Improvements
    a. $ 16,433 Fund 256 – RMRA

The proposed five-year Capital Improvement Program anticipates holding approximately fifty percent of the annual RMRA funding received in FY 2025-26 and FY 2026-27 in reserve to be used for the Glendora Avenue Water and Street Improvement project in FY 2027-28.

The actual costs of the above projects will be known at the time of award. If additional funding is needed at that time, staff will request additional allocations from transportation related funding sources appropriate for street improvement projects.

ENVIRONMENTAL DETERMINATION
Not Applicable.

Prepared By	Maliha Fatima Ansari, Principal Civil Engineer
Concurs With	Not Applicable
Reviewed By	William Wittkopf, Public Works Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Resolution Adopting Projects for RMRA for FY 2025-26

Attachments

A. Resolution.pdf

RESOLUTION CC 2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB1 (ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017).

THE CITY COUNCIL
City of Glendora, California

WHEREAS, Senate Bill 1 ("SB 1"), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the State Legislature and signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Glendora ("City") are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City Council of the City must adopt by resolution, a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account ("RMRA"), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated $1,421,987 in RMRA funding in Fiscal Year 2025-26 from SB 1; and

WHEREAS, this is the ninth year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate three (3) streets/roads, add active transportation infrastructure and increase access and mobility options for the pedestrian movement throughout the City this year and similar projects in the future; and

WHEREAS, the 2023 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are "at higher risk" condition and these funds will help increase the overall quality of the City's streets and roads and over the next decade will bring City streets and roads into a "low-risk to good" condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and incorporated herein by this reference.

SECTION 2. The following list of proposed projects will be funded, in whole or in part, with Fiscal Year 2025-26 Road Maintenance and Rehabilitation Account funds.

1) Title: Annual Citywide Sidewalk Improvements
   Description: Remove and replace damaged sidewalk to provide safe pedestrian path of travel
   Location: Residential neighborhood – west of Glendora. South of Route 66
   Schedule: Start 10/25 – Completion 05/26
   Useful Life: 10-20 years

2) Title: Annual Citywide Slurry Seal Project
   Description: Slurry Seal selected streets per the recommendation of the Pavement Management Plan
   Location: Various streets - north of Route 66 and east of Glendora Avenue
   Schedule: Start 11/25 – Completion 06/26
   Useful Life: 5-10 years

SECTION 3. The following previously proposed and adopted projects may also utilize, Fiscal Year 2025-26 Road Maintenance and Rehabilitation Account funds in project delivery.

3) Title: Lone Hill Bridge over San Dimas Wash Improvements
   Description: Bridge Preventive Maintenance
   Location: Lone Hill Avenue, south of Freeway 210
   Schedule: Start 08/25 – Completion 06/26
   Useful Life: 25-30 years

SECTION 4. These projects shall be submitted to the California Transportation Commission in compliance with the reporting requirements for the RMRA funds.

SECTION 5. These projects shall be commenced over the course of Fiscal Year 2025-26.

SECTION 6. The City Clerk shall certify to the passage and adoption of this Resolution and shall enter the same in the Book of Original Resolutions.

SECTION 7. This Resolution shall be effective on the date of its adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Glendora this __ day of _____, 20__.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY ALSHIRE
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ___ day of _____, _____, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Dated:

_____
KATHLEEN R. SESSMAN,
City Clerk/Communications Director

STAFF REPORT

TO: Mayor and Council Members **DATE:** June 10, 2025

FROM: Public Works **DISTRICT(S):** Citywide

SUBJECT: Acquisition of Vehicles for Police Department

RECOMMENDATION

That the City Council:

1. Approve the acquisition of four (4) 2025 Ford Police Interceptor Utility Explorers from National Auto Fleet Group, including taxes and fees, in the amount of $271,618.04.

STRATEGIC FOCUS AREAS

Goal 4: Enhance and Modernize the Organization (EMO)

EXECUTIVE SUMMARY

The management of the City's vehicle fleet includes scheduled replacement to ensure operational reliability, cost-efficiency, and safety. Vehicles identified for replacement are evaluated based on age, mileage, condition, and maintenance history. This report outlines the recommended replacement of four Police patrol units as part of the City's ongoing fleet management program. The total cost of replacement is $271,618.04. Sufficient funding is available in the adopted FY 2024–25 budget.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

In accordance with Glendora Municipal Code (GMC) Section 2.40.090(C)(4,6), procurement may occur:

- "*When the procurement can only be obtained timely from a single source and the designee is satisfied that the best price, terms and conditions for the procurement thereof have been negotiated.*"
- "*When cooperative purchasing is available and undertaken or when goods can be obtained through federal, state and/or other public entity pricing contracts or price agreements."*

DISCUSSION

The Public Works Equipment Maintenance unit generally follows a vehicle replacement schedule based upon age and/or mileage:

Vehicle Type	Basic Replacement Recommendation Criteria
Police Patrol Vehicles	3 Years or 80,000
Sedans & Light Duty Vehicles/Equipment	10 Years or 100,000
Medium Duty Vehicles/Equipment	10 Years or 100,000
Heavy Duty Vehicles/Equipment Gas	15 Years or 100,000
Heavy Duty Vehicles/Equipment Diesel	15 Years or 150,000

The four vehicles recommended for replacement meet or exceed the criteria. In addition, based on their condition compared to the overall fleet, prioritization of their replacement is recommended due to their increasing maintenance/repair costs and down-time.

Below is a summary of their condition and status which supports their disposition, as well as the recommended vehicle-type replacement:

Police Department Vehicles						
Vehicle No.	**Year**	**Make**	**Model**	**Mileage**	**Current Use**	**Recommended Replacement**
8	2019	Ford	Explorer Police Interceptor	63,154	Patrol Vehicle	2025 Ford Explorer Police Interceptor
10	2019	Ford	Explorer Police Interceptor	65,111	Patrol Vehicle	2025 Ford Explorer Police Interceptor
11	2019	Ford	Explorer Police Interceptor	69,210	Patrol Vehicle	2025 Ford Explorer Police Interceptor
13	2019	Ford	Explorer Police Interceptor	114,256	Patrol Vehicle	2025 Ford Explorer Police Interceptor

The four Police Department vehicles will be acquired pursuant to GMC Section 2.40.090(C)(6), as the City participates in the Sourcewell cooperative purchasing program and has secured competitive pricing through this agreement. Through Sourcewell, National Auto Fleet Group has four (4) Ford Explorer Police Interceptors available for the City's acquisition.

Vehicle	**NAFG**	**Haaker Equipment Company**	**PB Loader Corporation**
Ford Explorer Police Interceptors	$271,618.04	N/A	N/A

ENVIRONMENTAL DETERMINATION

Not Applicable

Prepared By	Steve Flores, Equipment Maintenance Supervisor Click or tap here to enter text.
Reviewed By	William Wittkopf, Public Works Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable.

ATTACHMENTS

A. National Auto Fleet Group Quote
B. Sourcewell Contract - National Auto Fleet Group

Attachments

A. National Auto Fleet Group Quote.pdf

B. Sourcewell Contract National Auto Fleet Group.pdf

National Auto Fleet Group
A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

3/13/2024
3/13/2024 Re-Configured

Quote ID: **37726 R1**

Order Cut Off Date: **TBA**

Steve Flores
City of Glendora
equipment maintenance

440 s. Loraine Ave

glendora, California, 91741

Dear Steve Flores,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
Four (4) New/Unused (2025 Ford Police Interceptor Utility (K8A) AWD, Black and White Paint + Delivery) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Extended Unit's (4)	Total Savings
Contract Price	$60,250.00	$59,248.46	1.662 %	$236,993.84	$4,006.16
Black and White Paint + Delivery		$1,735.00		$6,940.00	
2 Additional Key(s)		$600.00		$2,400.00	
Tax (10.2500 %)		$6,312.30		$25,249.20	
Tire fee		$8.75		$35.00	
Total		$67,904.51		$271,618.04	

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell (Formerly Known as NJPA) Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: jcooper@nationalautofleetgroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Other Requests

Description of any upfit needed

roof painted white and bottom half of doors painted white

Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle: www.NAFGETA.com

Use the upfitter of your choice: www.NAFGpartner.com

Vehicle Status: ETA@NationalAutoFleetGroup.com

General Inquiries: Fleet@NationalAutoFleetGroup.com

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

ENGINE	
Code	**Description**
99W	Engine: 3.3L V6 Direct-Injection Hybrid System, (STD)
TRANSMISSION	
Code	**Description**
44B	Transmission: 10-Speed Automatic, (STD)
PRIMARY PAINT	
Code	**Description**
UM	Agate Black
SEAT TYPE	
Code	**Description**
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
AXLE RATIO	
Code	**Description**
___	3.73 Axle Ratio, (STD)
ADDITIONAL EQUIPMENT	
Code	**Description**
67U	Ultimate Wiring Package, -inc: wiring harness instrument panel to rear cargo area (overlay), (2) light cables - supports up to (6) LED lights (engine compartment/grille), (1) 10-amp siren/speaker circuit engine compartment and rear hatch/cargo area wiring - supports up to (6) rear LED lights, Does not include LED lights, side connectors or controller, Rear Console Plate, Contours through 2nd row; channel for wiring, Grille LED Lights, Siren & Speaker Pre-Wiring
76D	Underbody Deflector Plate, -inc: Engine and transmission shield
63B	Side Marker LED Sideview Mirrors, -inc: driver side - red/passenger side - blue, Located on exterior mirror housing, LED lights only, Wiring and controller not included
51V	Dual Driver & Passenger LED Bulb Spot Lamps (Whelen)
153	Front License Plate Bracket
66A	Front Headlamp Lighting Solution, -inc: LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring

66B	Tail Lamp Lighting Solution, -inc: LED tail lamp wig-wag module, LED lights only, Wiring and controller not included
66C	Rear Lighting Solution, -inc: (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included
21L	Front Warning Auxiliary LED Lights, -inc: driver side - red/passenger side - blue
43A	Rear Auxiliary Liftgate Lights, -inc: red/blue LED lights; located beneath liftgate glass in applique panel, LED lights only, Wiring and controller not included
63L	Rear Quarter Glass Side Marker LED Lights, -inc: driver side - red/passenger side - blue, LED lights only, Wiring and controller not included
51W	Dual Driver & Passenger Spot Lamp Prep Kit, -inc: Does not include spot lamp housing and bulbs
90E	Ballistic Door-Panels (Level III+), -inc: Driver and passenger front-doors, Tested and meets the requirements of NIJ standard 0108.01 Level III: 7.62 x 51 mm 9.7g M80 (.308 Winchester 150gr), Per LAPD requirements, they're also designed to withstand special threat rounds: 7.62 x 39 mm MSC 7.9g (Type 56), 5.56 x 45 mm M193 3.36g and 5.56 x 45mm M855 4g
59B	Keyed Alike - 1284x
87M	8" Rear Camera Image, -inc: In upper lefthand quadrant of display, 1/4 size picture in picture
67V	Front & Rear Police Wire Harness Connector Kit, -inc: For connectivity to Ford PI Package solutions includes front (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector, (1) 14-pin IP connector, rear (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector and (1) 14-pin IP connector
60R	Noise Suppression Bonds (Ground Straps)
85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring

OPTION PACKAGE

Code	**Description**
500A	Order Code 500A

2025 Fleet/Non-Retail Ford Police Interceptor Utility AWD

WINDOW STICKER

2025 Ford Police Interceptor Utility AWD

CODE	MODEL	MSRP
K8A	2025 Ford Police Interceptor Utility AWD	$49,515.00
	OPTIONS	
99W	Engine: 3.3L V6 Direct-Injection Hybrid System, (STD)	$0.00
44B	Transmission: 10-Speed Automatic, (STD)	$0.00
UM	Agate Black	$0.00
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks	$0.00
___	3.73 Axle Ratio, (STD)	$0.00
67U	Ultimate Wiring Package, -inc: wiring harness instrument panel to rear cargo area (overlay), (2) light cables - supports up to (6) LED lights (engine compartment/grille), (1) 10-amp siren/speaker circuit engine compartment and rear hatch/cargo area wiring - supports up to (6) rear LED lights, Does not include LED lights, side connectors or controller, Rear Console Plate, Contours through 2nd row; channel for wiring, Grille LED Lights, Siren & Speaker Pre-Wiring	$640.00
76D	Underbody Deflector Plate, -inc: Engine and transmission shield	$340.00
63B	Side Marker LED Sideview Mirrors, -inc: driver side - red/passenger side - blue, Located on exterior mirror housing, LED lights only, Wiring and controller not included	$340.00
51V	Dual Driver & Passenger LED Bulb Spot Lamps (Whelen)	$670.00
153	Front License Plate Bracket	$0.00
66A	Front Headlamp Lighting Solution, -inc: LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue), Wiring and LED lights included (in headlamps only; grille lights not included), Controller not included, Grille LED Lights, Siren & Speaker Pre-Wiring	$900.00
66B	Tail Lamp Lighting Solution, -inc: LED tail lamp wig-wag module, LED lights only, Wiring and controller not included	$430.00
66C	Rear Lighting Solution, -inc: (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open), LED lights only, Wiring and controller not included	$460.00
21L	Front Warning Auxiliary LED Lights, -inc: driver side - red/passenger side - blue	$580.00
43A	Rear Auxiliary Liftgate Lights, -inc: red/blue LED lights; located beneath liftgate glass in applique panel, LED lights only, Wiring and controller not included	$400.00
63L	Rear Quarter Glass Side Marker LED Lights, -inc: driver side - red/passenger side - blue, LED lights only, Wiring and controller not included	$580.00
51W	Dual Driver & Passenger Spot Lamp Prep Kit, -inc: Does not include spot lamp housing and bulbs	$280.00
90E	Ballistic Door-Panels (Level III+), -inc: Driver and passenger front-doors, Tested and meets the requirements of NIJ standard 0108.01 Level III: 7.62 x 51 mm 9.7g M80 (.308 Winchester 150gr), Per LAPD requirements, they're also designed to withstand special threat rounds: 7.62 x 39 mm MSC 7.9g (Type 56), 5.56 x 45 mm M193 3.36g and 5.56 x 45mm M855 4g	$3,170.00
59B		$50.00

	Keyed Alike - 1284x	
87M	8" Rear Camera Image, -inc: In upper lefthand quadrant of display, 1/4 size picture in picture	$0.00
67V	Front & Rear Police Wire Harness Connector Kit, -inc: For connectivity to Ford PI Package solutions includes front (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector, (1) 14-pin IP connector, rear (2) male 4-pin connectors for siren, (5) female 4-pin connectors for lighting/siren/speaker, (1) 4-pin IP connector for speakers, (1) 4-pin IP connector for siren controller connectivity, (1) 8-pin sealed connector and (1) 14-pin IP connector	$200.00
60R	Noise Suppression Bonds (Ground Straps)	$100.00
85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring	INC
500A	Order Code 500A	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$58,655.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$1,595.00
TOTAL PRICE	**$60,250.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Standard Equipment

MECHANICAL

Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed) (STD) Late availability.
Transmission: 10-Speed Automatic (STD)
3.73 Axle Ratio (STD)

ADDITIONAL EQUIPMENT

50-State Emissions System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.
Transmission w/Driver Selectable Mode and Oil Cooler
Automatic Full-Time All-Wheel
Engine Oil Cooler
92-Amp/Hr 850CCA Maintenance-Free Battery
Hybrid Electric Motor 220 Amp Alternator
Class III Towing Equipment -inc: Hitch
Trailer Wiring Harness
Police/Fire
1670# Maximum Payload
GVWR: 6,840 lbs (3,103 kgs)
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
19 Gal. Fuel Tank
Dual Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Multi-Link Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Lithium Ion Traction Battery
Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps
Tires: 255/60R18 AS BSW
Steel Spare Wheel
Full-Size Spare Tire Mounted Inside Under Cargo
Clearcoat Paint
Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook
Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent
Body-Colored Bodyside Cladding and Black Wheel Well Trim

Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto On/Off Projector Beam Led Low/High Beam Headlamps
LED Brakelights
AM/FM Stereo w/Seek-Scan, Clock, Speed Compensated Volume Control, Steering Wheel Controls and Voice Activation
Radio: AM/FM/MP3 Capable -inc: 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port and 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673).
SYNC Phoenix Communication & Entertainment System -inc: hands-free voice command support compatible w/most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack
Streaming Audio
Integrated Roof Antenna
1 LCD Monitor In The Front
Bucket Front Seats w/Vinyl Back Material and Power 2-Way Driver Lumbar
8-Way Power Driver Seat -inc: Power Height Adjustment, Fore/Aft Movement, Cushion Tilt, Manual Recline and Power 2-Way Lumbar Support
6-Way Power Passenger Seat -inc: Power Recline, Fore/Aft Movement and Power 2-Way Lumbar Support
35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
Fleet Telematics Modem Selective Service Internet Access
Remote Keyless Entry
Remote Releases -Inc: Power Cargo Access
Cruise Control w/Steering Wheel Controls
Dual Zone Front Automatic Air Conditioning

Rear HVAC
HVAC -inc: Underseat Ducts
Locking Glove Box
Driver Foot Rest
Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Mini Overhead Console w/Storage and 2 12V DC Power Outlets
Front And Rear Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Carpet Floor Trim
Cargo Features -inc: Cargo Tray/Organizer
Cargo Space Lights
Tracker System
Smart Device Integration
Dashboard Storage, Driver And Passenger Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks
Driver Information Center
Redundant Digital Speedometer
Trip Computer
Digital/Analog Appearance
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Perimeter Alarm
2 12V DC Power Outlets
Air Filtration
Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Reverse Sensing System Rear Parking Sensors
BLIS (Blind Spot Information System) Blind Spot

Pre-Collision Assist with Pedestrian Detection
Collision Mitigation-Front
Collision Mitigation-Rear
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st And 2nd Row Airbags
Airbag Occupancy Sensor
Passenger Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Back-Up Camera w/Washer

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Sourcewell

Solicitation Number: RFP #091521

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and 72 Hour LLC dba: National Auto Fleet Group, 490 Auto Center Drive, Watsonville, CA 95076 (Supplier).

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

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

1. TERM OF CONTRACT

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

B. EXPIRATION DATE AND EXTENSION. This Contract expires November 8, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

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

2. EQUIPMENT, PRODUCTS, OR SERVICES

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

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

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

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

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

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

3. PRICING

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

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

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

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

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

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

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

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

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

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

4. PRODUCT AND PRICING CHANGE REQUESTS

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

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

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

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

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

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

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

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

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

6. PARTICIPATING ENTITY USE AND PURCHASING

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

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

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

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

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

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

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

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

7. CUSTOMER SERVICE

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

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

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

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

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

The Report must contain the following fields:

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

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

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

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

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

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

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

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

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

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

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

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

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

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

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

11. INDEMNITY AND HOLD HARMLESS

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

12. GOVERNMENT DATA PRACTICES

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

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

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

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

3. *Use; Quality Control.*

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

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

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

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

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

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

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

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14. GOVERNING LAW, JURISDICTION, AND VENUE

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

15. FORCE MAJEURE

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

16. SEVERABILITY

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

17. PERFORMANCE, DEFAULT, AND REMEDIES

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

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

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

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

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

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

18. INSURANCE

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

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

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

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

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

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

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

Minimum Limits:
$2,000,000

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

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

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

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

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

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

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

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

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

19. COMPLIANCE

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

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

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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22. CANCELLATION

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

Sourcewell

By: DocuSigned by: Jeremy Schwartz C0FD2A139D06489...

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 11/4/2021 | 1:28 PM CDT

72 Hour LLC dba: National Auto Fleet Group

By: DocuSigned by: Jesse Cooper FACBB5730C1E467...

Jesse Cooper

Title: Fleet Manager

Date: 11/4/2021 | 10:46 AM CDT

Approved:

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

Chad Coauette

Title: Executive Director/CEO

Date: 11/4/2021 | 1:34 PM CDT

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RFP 091521 - Automobiles, SUVs, Vans, and Light Trucks with Related Equipment and Accessories

Vendor Details

Company Name:	72 HOUR LLC
Does your company conduct business under any other name? If yes, please state:	National Auto Fleet Group
Address:	490 Auto Center Drive Watsonville, CA 95076
Contact:	Jesse Cooper
Email:	Jcooper@nationalautofleetgroup.com
Phone:	951-440-0585
Fax:	831-840-8497
HST#:	263297677

Submission Details

Created On:	Tuesday August 24, 2021 16:34:10
Submitted On:	Tuesday September 14, 2021 14:10:21
Submitted By:	Jesse Cooper
Email:	Jcooper@nationalautofleetgroup.com
Transaction #:	d2e890de-e761-4f47-9b23-bef3d512bd76
Submitter's IP Address:	76.81.241.2

Specifications

Table 1: Proposer Identity & Authorized Representatives

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

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	72 Hour LLC	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	WCAF, LLC WCDJR, LLC Alan Jay Automotive Inc	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	NAFG has numerous subsidiaries and DBA's including but not limited to: National Auto Fleet Group, Chevrolet of Watsonville, Watsonville Ford Watsonville CDJR Watsonville Fleet Group Alan Jay Chrysler Jeep Inc Alan Jay Chevrolet, Cadillac Alan Jay Buick, GMC Alan Jay Auto Outlet Clewiston Motor Company, Inc Alan Jay Chrysler Dodge Ram Jeep Alan Jay Lincoln Alan Jay Ford Alan Jay Nissan Alan Jay Toyota	*
4	Proposer Physical Address:	490 Auto Center Drive Watsonville, CA 95076	*
5	Proposer website address (or addresses):	www.NationalAutoFleetGroup.com	*
6	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Jesse Cooper Fleet Manager 1-855-289-6572 490 Auto Center Drive Watsonville, CA 95076 Jcooper@nationalautofleetgroup.com	*
7	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jesse Cooper Fleet Manager 1-855-289-6572 490 Auto Center Drive Watsonville, CA 95076 Jcooper@nationalautofleetgroup.com	*
8	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Clarke Cooper Fleet Manger 1-855-289-6572 490 Auto Center Drive Watsonville, CA 95076 ClarkeCooper@watsonvillefleetgroup.com	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	

9	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	National Auto Fleet Group started as a new division of 72 Hour LLC, in the summer of 2010 in the heart of Southern California. We began our network with a single automobile dealership and have now grown our network to encompass numerous dealerships located in and outside of California. We stand by providing opportunities for advancement by hiring and promoting from within our organization. Many of the Fleet Managers who started with us in 2010 are still with us today. Through the years, we have evolved and adapted to the new technology driven trends that are revolutionizing the automotive industry today. However, our brand's fundamental core values have remained unchanged – We are committed to do right for the members. If we take care of them, they will in return take care of us. National Auto Fleet Group's operational blueprint and business philosophy has always been the "4 RIGHT's" for every member: We deliver the RIGHT vehicle, at the RIGHT time, to the RIGHT place at the RIGHT price. The integrity of our business stems on our deep family roots in the automotive industry. We are and always will be family owned and operated with our future generations already in their infant stages today. We are committed to pioneering our industry for decades to come.	*
10	What are your company's expectations in the event of an award?	If awarded, this would be our 5th Sourcewell Contract and we would execute as such. We will continue to serve your members and provide them with excellent customer service while continuing to advance customer satisfaction. Along with implementing new business growth strategies that will ultimately launch us into new heights once again. Furthermore, we will launch our Partner Program detailed in the attached "marketing Plan Compressed" Zip file. This next generation application will give members the power to select upfitters they would like NAFG to partner with in providing satisfactory quotes and service. We see tremendous value in building out these mutually beneficial partnerships, so we can provide 100% satisfactory turnkey solutions to the members.	*
11	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	To demonstrate NAFG's financial strength and stability, we have uploaded Bank Commitment letters under the Financial Strength Section of the online application. We have a direct line of credit of $52,000,00.00 that we are currently utilizing with our current and past Sourcewell Contracts. However, this number is not capped as we have the freedom to extend the cap to accommodate the revolving needs of the members. Referenced below is a short register of some of our market success from awarded government contracts that encompass over $140,000,000.00 worth of products and goods under our current Sourcewell Contract. A. City of San Diego, CA $ 72,000,000 contract under our Sourcewell Contract 120716-NAF. B. City of San Diego, CA $ 55,400,000 contract under our Sourcewell Contract 081716-NAF. C. Government Fleet Article Highlighting our transaction with the City of San Diego, CA procuring over 100 Police vehicles through NAFG Sourcewell Contract 120716-NAF. D. City of Los Angeles World Airports, CA Contract for $ 24,003,500 under Sourcewell Contract 120716-NAF for the procurement of 400 vehicles. E. City of Los Angeles Harbor, CA Contract Extension to $ 4,500,000 contract under Sourcewell Contract 120716-NAF. F. City of Los Angeles Harbor, CA Contract for $1,500,000 under our Sourcewell Contract 120716-NAF. G. City of Los Angeles Harbor, CA Renewal for another $ 1,500,000 under Sourcewell Contract Class 6, 7 and 8 Contract 081716-NAF. H. City of Costa Mesa, CA Contract $1,023,220 under our Sourcewell Contract 120716-NAF. I. Blanket Contracts with the State of Maryland, MD off our current Class 6, 7 and 8 Chassis Contract 081716-NAF. J. Blanket Contracts with the State of Maryland, MD off our Current Sourcewell Contract 120716-NAF. We have also attached our Commitment Letter's for unparallel support from leading nationally recognized upfit suppliers such The Knapheide Manufacturing Company. Along with regional suppliers such as Brand FX and Phenix Truck Body located in Southern California serve as regional support locations, whom we often work alongside to fulfill all member needs with past, present, and future orders with NAFG. Included are also Upfitter Recommendation letters to illustrate how National Auto Fleet Group has taken a proactive interest in building mutually beneficial relationship with our upfitters. Mutuality and reciprocity relationships between body companies and our dealer's are two of the key components that help members receive what they need in a smooth and efficient fashion. In addition, the adoption of our Class 6, 7, and 8 Contract from Anne Arundel County in the state of Maryland is as an example of how National Auto Fleet Group attracts and retains new clients by demonstrating to them there's a better and more efficient way of finding turnkey solutions. Lastly, we have attached supporting documents that help emphasize and exemplify our growth since our first awarded Sourcewell Contract in 2012. We sincerely hope it helps portray our commitment to building lifelong rapport and trust with our partner upfitters and members.	*
12	What is your US market share for the solutions that you are proposing?	. Of our respective brands and OEM's we represent, the US market share is estimated to be 60 – 75%.	*
13	What is your Canadian market share for the solutions that you are proposing?	It is difficult to estimate the market share for the brands and OEM's we represent, however we estimate that it should be the same 60 -75 % of the US share.	*
14	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No.	*

15	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	National Auto Fleet Group is a dealer network best categorized as “A” - Distributer/Dealer/Reseller and Dealer Partner for (15) OEM Manufacturers including Ford Motor Company, Chevrolet, RAM, GMC, Buick, Chrysler, Dodge, Jeep, Toyota, Nissan, KIA, BMW, Honda, Cadillac and Volkswagen, All orders are placed with the franchised dealer and ultimately titled directly to the member. All appropriate certification certificates and authorized DMV/Factory licenses may be found in the “Related Certification” section uploaded to this RFP. It should be noted we do not sell used equipment to members.	*
16	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Required licenses include a Dealer’s License, a Franchise issued by the Manufacture, a Department of Motor Vehicles License, as well as a Reseller’s permit license. All which NAFG and Dealer Partner’s hold. Please review our attachment documents in section “Related Certification” for licenses that we either solely own or are jointly owned by our partner dealers that pertain to this RFP. A list of all our licenses are below, some of which may not pertain to class 1-3 but to class 4-8. CA Certificate of Good Standing 200824810190 State of Florida License Certificates: VF/1000974/4 VF/1000950/1 VF/1046516/1 VF/1024619/2 VF/1024619/1 VF/1018615/1 VF/1021891/1 VF/1000974/3 VF/1105916/1 VF/1020705/1 VF/1000969/1 CA State Seller’s Permit 101-135239 CA State Seller’s Permit 245364864-00001 Department of Motor Vehicle, Vehicle Dealer/ License Number 97772 Department of Motor Vehicle, Vehicle Dealer License Number 97771 Department of Motor Vehicle, Vehicle Dealer License Number 43609 Bureau of Automotive repair Registration # ARD00296319 123120 CA State Seller’s Permit 232781952-00001 City of Watsonville Business License Number 1792 City of Watsonville Business License Number 4358 Fictitious Business Names from Santa Cruz County for National Auto Fleet Group FBN: 2017-0000138 California General Resale Certificate Dun & Bradstreet Number: 023680653 Government of The District of Columbia Certificate Government of the District of Columbia Tax Registration # 7815888160711 City of Los Angeles Tax Registration Government of The District of Columbia CLEAN HANDS CERTIFICATION San Diego Freightliner Seller’s Permit Commonwealth of Virginia State Corporation Commission Certificate State of Maryland Good Standing Certificate Kansas Department of Revenue for Kansas City Peterbilt New Jersey Department of Treasury Registration Certificate New Jersey Business Registration Notice of Compliance of the Canton City Codified Ordinance Employee Information Report for the State of New Jersey State of Maryland New Sales and Use tax License CA State Seller’s Permit 98-037902 00006 South Carolina Department of Motor Vehicles License Number 36133 State of South Carolina Retail License Commonwealth of Kentucky Vehicle Dealer License 1583 20 100 State of West Virginia Dealer License Commonwealth of Kentucky Vehicle Dealer License 1581 20 036 State of Tennessee Vehicle Dealer License	*
17	Provide all “Suspension or Debarment” information that has applied to your organization during the past ten years.	Not Applicable, none.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
18	Describe any relevant industry awards or recognition that your company has received in the past five years	National Auto Fleet Group's received its most prestigious award for Top Placement within Ford Motor Company as the leading dealership in Government Sales. In addition, our Chevrolet brand was highly ranked and honored 4/5 consecutive years by General Motors.	*
19	What percentage of your sales are to the governmental sector in the past three years	Within our fleet division, 90% of our contracts within the past three years have been with government accounts.	*
20	What percentage of your sales are to the education sector in the past three years	Within the past 3 years 90% of our sales have been to government accounts, 20% of which are within the education sector.	*
21	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	We hold the State of California contract with volumes from 200 to 500 units a year over the past three years. In addition, our Sourcewell Contract's 091219, 081716 and 120716 that we have maintained over the past three years has sold combined north of 400 million of Combined Quarterly Sales.	*
22	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	National Auto Fleet Group's focus lies on the Sourcewell Contract. NAFG holds no other GSA contract, Standing Offers, or Supply Arrangements other than the State of California contract. Our annual sales volume is estimated to be north of $200 million.	*

Table 4: References/Testimonials

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

Entity Name *	Contact Name *	Phone Number *	
Port of Los Angeles, CA	Mr. Dave Comer	310-72-3794	*
County of Venture, CA	Mr. Jorge Bnilla	805-672-2044	*
City of Austin, TX	Mr. Matt Sager	512-978-2637	*
County of San Joaquin, CA	Mr. David Myers	209-468-9745	
City of Palo Alto, CA	Ms. Danitra Bahlman	650-496-5920	

Table 5: Top Five Government or Education Customers

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

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
City of Austin	Government	Texas - TX	Purchaser	10-15 Vehicles at once, Vans and SUVs	Over 1M	*
Los Angeles Department of Water and Power	Government	California - CA	Purchaser	Over 120 Vehicles, Vans and SUVs	Over 3M	*
Port of Los Angeles	Government	California - CA	Purchaser	Over 80 Trucks, Vans and SUVs	Over 2M	*
Anne Arundel County	Government	Maryland - MD	Purchaser	Over 40 Trucks, Vans and SUVs	Over 1M	*
City of San Diego	Government	California - CA	Purchaser	Over 500 Trucks, Vans, SUV'	Over 15M	*

Table 6: Ability to Sell and Deliver Service

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

Line Item	Question	Response *	
25	Sales force.	Our sales force consists of direct and an indirect sales force. Our direct sales force consists of direct employees and partner dealers, which exceeds an employee count of 300 personnel both full time and part time. Many of our sales force are spread across the US and we leverage our relationships with our larger class dealerships to service the members lower class vehicle needs as well. A cross sales force. These individuals help support our dealerships and NAFG Fleet Division directly. On the other hand, our indirect sales force made up of upfitters and partner suppliers consists of over 100 personnel with our partner network and sales force growing annually. With both direct and indirect sales force staff working together, NAFG has been able to successfully grow, maintain and service the demand of the members. As the number of your members grow, we will continuously welcome more staff to not only meet customer demand, but also to exceed customer expectations.	*

26	Dealer network or other distribution methods.	Our franchise network in Canada and the U.S. is fortunately second to none. Our 15 proposed OEMS previously mentioned, all of which have established a presence nationwide with factory stores strategically placed where all members can receive service and complete warranty repairs with their respective products. Simple put the North American and Canadian automobile supply chain network is one of the best in the world. Of the 15 brands we represent, the OEMs have put in place a dealer network across all 50 states that will allow us to best serve all members.	*
27	Service force.	The 15 manufactures we represent have thousands of service locations that would be easily accessible to all your members. Service centers and warranty repair facilities for all 15 OEMs are ample and ready to help service our members and their needs. However, Alaska and Hawaii may be exceptions as they may have farther distances between franchises where members can utilize the repair services.	*
28	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	The member may order their vehicles by navigating to our website, www.NationalAutoFleetGroup.com and going through the step-by-step process to generate an online quote or by calling one of our representatives at 855-289-6572 or by sending NAFG an email at Fleet@NationalAutoFleetGroup.com. Orders are then processed directly to the manufacturer who will work to supply the vehicle to the ship-to location for upfittinig or end user desired delivery location.	*
29	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	To best demonstrate our Customer Service program, kindly reference the ZIP file “Member Walk Through” that is attached in the Additional Documents folder. Please begin with and review in order that is explained below: How Members Can Get Quotes Online: A member can obtain most quotes by visiting our website www.NationalAutoFleetGroup.com where a simple one step form is needed for registration. This is to protect the price information from nonmembers. Once a member registers they will receive an automated welcome email with a demo video on how to use our site. Members will gain access to there very own dashboard which will house all there quotes in one safe secure login. Member’s can select which brand they are looking for and model year. Our site shows all the categories the brand offers such as: Cars, Vans, SUV’s Trucks and Chassis Cabs. Members will then be able to drill down for the right selection by picking from the filter menu of what cab there looking for (Regular, Extended or Crew) to 2 wheel or 4 wheel drive down to the bed length there looking for. All factory options are then presented for the member to select from, this will show all current factory orderable options, taking the guess work out for the member. Once a member selects a desire build, they will see there Sourcewell Price report showing the MSRP, there contract price, the saving in real dollars and as a percentage. In the PDF example you can see a saving of $ 9,175.96 of 22.345% to the member showing a significant savings. Members then can chose to add extra’s to there order like extra keys’ service manuals, sales tax and even request an upfit to be added to there quote. Lastly they will be given a complete turn key quote package to print which will include there customized Quote ID, Description and Specifications of what they built. How Members and Upfitters can Partner with NAFG: Our dedicated website www.NAFGPartner.com was built to accommodate the member who would like a certain upfitter to upfit there vehicles. It was also built for upfitters to have a place to go where they can find information on how to partner with NAFG to better serve there local members. Example of A Member with Upfit Quote: This is an example of how we use our Cab Chassis and combine them with an upfit to provide a turnkey solution for the member in a simple to follow format. ETA System for Members Walk Through: This is where members can easily come to our website, the same website they built there chassis on and track there order like they would a UPS package. We have a very simple display on our homepage “Track your order” where members can enter one of the following: Purchase Order Number, Quote ID, Upfit Quote ID or vin to easily see there in the process there particular order is in. Courtesy Confirmation Explained: After NAFG receives an order from a Member, we always like to send them a Courtesy Confirmation. This is were the member will double check some particulars on there order like, Color, Quantity, Upfit and Specification’s are all correct before order placement. We also like to ask for title information at this point so we can help process the paperwork at delivery promptly. Factory Order Cut Off Notices: Here is were we like to highlight were members can access any upcoming factory order cut off dates. We walk them through the process step by step to ensure everyone knows the upcoming order cut off date, we even print this information (if known at the time) right on the cover page of there quotes. Validation Walk Through Example: To demonstrate a price validation, we show what a member would see when they build a truck on our site. At check out the member would see the Total Configured MSRP of $ 35,730.00, A Sourcewell Price of $ 27,331.68, Total Saving of $ 8,398.32 or 23.505% for a 2020 F-250 followed by the pricing page which shows the Minimum Discount of at least 18.50%. As you see we provided an additional 5% discount on top of the 18.50% contract discount. This would be the case in most instances.	*
30	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Our willingness and ability to service members nationwide is unparalleled. We have dedicated staff 5 days a week, from 7am to 7pm standing by ready to assist any member help find the best solution for there needs even if helping assist them to the best Sourcewell Contract that could be a solution. We have a dedicated live chat feature on our online quote generating website in case any member has any trouble at all in building there quotes. NAFG has established a chain of suppliers who are at the ready to serve if called upon by any member. We are here to help.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We are willing and eager to soon extend our business model and network into Canada. We believe partnering with local Canadian based dealer groups is key to success in the Canadian market. NAFG’s competitive pricing as well as a simple US Dollar to Canadian conversation will help NAFG expand into the Canadian market for participating Sourcewell members.	*
32	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	National Auto Fleet Group will handle servicing 100% of all geographic areas located in the United States. Although it is unclear what unseen obstacles we may face in Canada, NAFG is committed to building the same model to service Canada and providing the same level of customer satisfaction, service, and care as in the United States.	*

33	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	NAFG will continue to service all Sourcewell Members through our 24 hour a day, 7 days a week online portal with the exclusion of Non-Profits. Unfortunately, Non-Profits are often not eligible for the same discount's government entities are qualified for. However, Non-Profits are subject to a different pricing program and will be evaluated on a case to case basis.	*
34	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	The only possible logistical constraints we may face is the shipping constraints for shipments arriving in Alaska, Hawaii and US Territories. For example, we often provide members in Alaska or Hawaii with vehicles that often have upfits. To circumvent this potential issue, members allow us to add these extra shipping and port costs to their quotes.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
35	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	National Auto Fleet Group encompasses a variety of marketing strategies to promote our products and services to streamline the vehicle purchasing process for government entities. Below are a few strategies used to serve as the gateway between our business and public agencies. Website and Inbound Marketing: The creation of a professional customer-focused website is one of our main features to market our products and services. The NAFG website encourages our members to interact and browse through products offered along with pricing and information about National Auto Fleet Group. Inbound marketing is created when potential members are directed to the company website. With this method, we are able to not only connect with members but to put the purchasing ability into the hands of each member. Our inbound marketing strategy attracts members by creating valuable content and experiences tailored to the needs of each individual. Examples include email campaign flyers on our products, informative and how-to videos, social media and engaging members with top-notched customer service to build brand awareness. Email Marketing: One of the main strategies used to engage current and potential members is Email Marketing. Our emails include different types of flyers that consist of information of the Sourcewell contract, promoting manufacturer brands, holiday themed flyers, discounts offered to first time buyers, important cutoff date reminders and upcoming products and events. The use of marketing campaigns plays a major role in enhancing the growth of our client database. Emails are a big part of our daily lives due to government agency employees utilizing emails as their main source of communication. We use campaigner.com as the emailing platform to reach our target members. Videos and descriptive images are used on all flyers and are compatible with a desktop or mobile device. Messages are short and to the point with links leading to the Sourcewell and NAFG homepage. The Campaigner email system allows the ability to track email activity based on open rate, unsubscribes and link clicks which is beneficial to understanding email effectiveness. Once potential members are directed to our website, they are welcomed with a wide range of options to explore an array of our products and services. They are able to register to become a member, view pricing, explore available in-stock vehicles, view how-to-videos, build a vehicle online to request an immediate quote or use our live chat assistant or call/email for live support. Face to Face Marketing Strategies: This strategy has proven to be successful in generating leads and creating lasting relationships by developing genuine connections with prospective members. National Auto Fleet Group attends several trades shows per year to engage members and put a face to the company. This in person meeting aids to build the brand by nurturing relationships between members and other vendors associated through the process. Trade shows attended include GFX, IAPPO, NIGP, ACT, CAPPO, and CASBO throughout the United States. NAFG has many opportunities to make in person presentations to propose products, services offered and to answer any questions potential members may have. These PowerPoint Presentations include topics on NAFG/Sourcewell process, how to facilitate the vehicle purchasing without bidding, informational videos, and the brands and services we provide. These meetings have been held at local cities, counties, school districts, water districts and ports. Relationship Marketing is a vital strategy used in building and maintaining long-term relationships practiced by National Auto Fleet Group on a daily basis. NAFG strives to create a positive and supportive connection with members by providing personalized and responsive customer service practices. The sales team has worked tirelessly to focus on providing outstanding customer support to create a powerful rapport with existing and new members. By going above and beyond, they have enhanced existing relationships and executed customer loyalty with repeat businesses. They strive to deviate from the "Car Salesperson" mentality which is 100% sales driven to a more product and customer service approach by instilling a sense of confidence in our clients. The goal is to regularly assist clients and address any needs and concerns even after the purchase has occurred. The strive to focus on solution selling vs. product selling develops into a mutually beneficial agreement for members and the business. Below are a few examples on successful relationship marketing from our Fleet Department: We had a member call in to request financing/lease options for a truck needed through our National Auto Fleet Group/Sourcewell vehicle contract. I contacted another Sourcewell vendor, Matt Geiselhart from NCL Gov Capital and he was happy to assist with a financing quote. The member also requested to trade in a current vehicle in their fleet and was directed to Govdeals for assistance in removing the outdated unit through an auction. The member was able to utilize three Sourcewell contracts to complete his transaction which simplified the entire process. The member was very satisfied with the amount of care and ease through his experience and became a repeat customer. By utilizing a cross-selling strategy, National Auto Fleet Group became his one stop shop to fulfill all fleet vehicle purchasing needs. "I had a member call in desperate to obtain a new truck because an employee had gotten into a serious accident and had the truck totaled. Due to covid restrictions, most manufacturers are currently experiencing microchip shortages which relays to production delays at the factory. We were able to direct buyer to our in-stock inventory on the NAFG website and member was ecstatic to locate truck to meet their needs. Instead of having to wait 30 weeks to receive the new vehicle, member was able to obtain the new truck within 3 weeks."	*

"I once had a member contact us two years after purchasing a vehicle from us. They had a malfunction with the liftgate on the box truck which caused a logistical nightmare. I was able to contact one of our body vendors that upfitted the lift gate installation and a service technician was able to go onsite to resolve the liftgate issue at no additional cost. The member was very impressed with the quality of our customer service even after purchase. "

"I had a member request a ¾ ton truck pricing but was unsure about their budget at the time. I took the time to go through each option with the client to provide a Sourcewell pricing quote through multiple manufacturers from Ram, Chevrolet and Ford. This empowered the member to have multiple pricing options for review to align with their budget as well as eliminating the need to shop anywhere else. "

"We work with many body companies to assist customers with the body upfitting process. One of our members called in a request to expedite a particular vehicle that was held up at one of their local body upfitters. I contacted the body company representative and put in a request to expedite the upfitting per request of the member. The body company was able to comply with the request and delivery was made sooner than expected."

Word-of-Mouth Marketing: The positive quality of service has led to more sales based on previous customers' impressions on their experience. NAFG's goal is to provide exemplary customer service throughout the entire purchasing process to encourage repeat business and advocate services to other members. NAFG has been fortunate to experience multiple instances of leads generated based solely on word-of-mouth marketing though our existing customers.

Cross-promotion: National Auto Fleet Group is currently collaborating with another Sourcewell Vendor, NCL Government Capital to promote each other's products and services. NCL Government Capital specializes in providing competitive equipment financing programs for municipalities and public education entities across the United States. As a team, NCL and NAFG produced a variety of marketing materials such as videos, flyers and info graphs to promote purchasing and leasing opportunities.

Hoglund Bus Company is another cross-promotion vendor NAFG had the opportunity to create a partnership with. Flyers were created to advertise Chassis from NAFG along with a variety of bus bodies from Hoglund Bus Company.

With cross-promotion, companies exchange knowledge and provide endorsements on websites, social media, and email campaigns. This strategy creates an influx of new leads, brand awareness, increased sales and recurrence of customers. National Auto Fleet Group will continue to create new partnerships and facilitate more cross-promotion opportunities in the near future to provide turnkey solutions for a variety of vehicle purchasing needs.

Coming in 2022, National Auto Fleet Group will be launching a NAFG Partner Website to further increase business growth. The website www.nafgpartner.com is expected to launch next year in 2022. The site encourages body upfitting companies throughout the United States to partner up with NAFG to become a preferred member. The benefits of becoming a preferred member include endorsements on website and social media avenues along with word-of-mouth referral for clients with upfitting needs. Our dedicated public relations representative will conduct phone and in person meetings to discuss the advantages of partnering up with NAFG, therefore generating more cross-promotion opportunities.

Members from government agencies are encouraged to go on the site to search for local body upfitting companies they are interested in working with. As a prerequisite in becoming a preferred vendor, they are required to advertise NAFG and the Sourcewell contract on their business website and refer their clients to purchase their cab/chassis needs through NAFG. This establishes a partnership that will generate increased sales all around. We are still currently building the website and interacting with body companies across the United States that would be interested in partnering up with NAFG.

36	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Social media plays a crucial element in the way people communicate and connect with each other. LinkedIn is the go-to platform used by NAFG as it offers a variety of ways to expand our network by locating and connecting with relevant professionals in the industry. National Auto Fleet Group has utilized LinkedIn to engage current and potential members through personalized messages and posts. Personalized messages include thanking them for registering on site as well as directing them to on our link to the website, LinkedIn, YouTube, Facebook and Instagram company pages. The goal is to unite with people already on our database as well as people that would benefit from our products and services. Current flyers or messages about our company are also posted on the LinkedIn site to generate and attract more business. Time is also spent on reading posts from connections and observe any needs that National Auto Fleet Group may assist with. National Auto Fleet Group has begun utilizing video marketing strategies to further promote and market products by engaging on social media channels and email flyers. Programs such as Vimeo, Video Scribe, Cartoon Animator, Adobe Animate, Illustrate, Captive, Photoshop and Movavi Video Editor Plus are employed to edit and create videos to assist in endorsing our company. The following videos were recently created by our marketing department along with outside video production companies: Explainer Video: The first video created was a 90 second explainer video about National Auto Fleet Group that used animated characters to visualize our products and services along with information on the Sourcewell awarded contract. The video has been incorporated into all our weekly email flyers and social media platforms as an informative video on our products and how to purchase vehicles off Sourcewell Government Contract. How To Videos: National Auto Fleet Group has also created step-by-step How-To videos on the process to purchase both Light Duty and Heavy-Duty vehicles off the contract. In Stock Vehicles: This video showcases our in-stock vehicles available and the process of requesting a quote. ETA Tracking System: This video was created to not only introduce but to encourage clients to self-track their vehicle status. Holiday Themed Videos: These amusing videos were created to celebrate the holidays and add humor and lightness to our company and products sold. Cross Promotion Video: This video markets our relationship with NCL Government Capital and Sourcewell to endorse EV vehicles. Videos for social media: Mini videos were created to advertise new vehicles available, pricing and cutoff date reminders. NAFG has recently introduced a newly built live chat feature on our website for customer convenience as well as improving customer service. Visitors have access to chat with a live sales representative 24 hours a day, 7 days a week. With this feature potential customers are provided with another avenue for assistance in addition to emailing and phone calls. The benefits of a live chat option include quicker response time to assist buyers in reaching a purchasing decision and answer their questions. Improving customer service will also lead to increased sales, customer loyalty and engagement. Many studies have shown a strong correlation between live chat and increase in conversion rates. Potential clients appreciate having their questions answered in real-time when trying to build a vehicle quote online and allowing the user to multi-task different projects.
37	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Sourcewell's mission states: "Our commitment to service and exceeding client expectations." This statement integrates with our relationship marketing strategy with our commitment to go above and beyond for all our members. Sourcewell is a trusted brand that government entities can rely on to access a wide variety of products and services for their everyday needs. With over 40 years of partnerships and relationship building, they are the glue that connects government, education, and nonprofit agencies to companies of all sizes to offer turnkey solutions to their needs. Sourcewell is also a reliable resource for vendors by not only connecting with potential prospects but by providing valuable marketing materials readily available for download on their website. Resources and tools provided include flyers, vendor training videos along with compliance information. The Sourcewell brand integrates a thorough documentation review of all vendors prior to awarding their cooperative contracts to ensure products and services are from reputable vendors. The brand provides a sense of legitimacy of our company name and members recognize that products and services are from reliable sources that will meet their needs. Sourcewell's aim is to simplify the purchasing and procurement process of government entities by eliminating the costly bidding procedure. The process of researching the right vendor is not only stressful and time-consuming but can be expensive as well. Sourcewell has completed the bidding for government entities which simplifies the overall purchasing process by providing access to competitively bid contracts procured by a government agency. Sourcewell has provided NAFG with overwhelming opportunities to work with government agencies across the United States. The Sourcewell name represents a high standard of integrity and ethics which is a dynamic National Auto Fleet Group is proud to be part of. Sourcewell members have access to a contract that is more flexible than the standard bidding process. Sourcewell is an organization that aids government entities to stay competitive without the frustrations and issues involved with the traditional bidding process. This contract can be customized to meet the unique needs of each client. The sales team has incorporated not only this standard of integrity in their sales practice ensuring clients' purchasing needs will always be met. The cost savings and stress-free nature of the cooperative contracts favors that of the traditional bidding process. It enables vendors to work with qualifying government entities in a more efficient manner. We vow to maintain these levels of standards across the board throughout all departments within the company.

38	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Our website provides a hands-on empowering approach to ordering vehicles online. Clients can search through many vehicles makes and models with the ability to customize a vehicle tailored to their specific needs of their agency. A personalized quote with pricing can be available in as little as 5 minutes depending on the complexity of the vehicle. If upfitting is needed, the buyer can list the details of the up-fit while building their vehicle on our website to receive a complete quote or a sales representative can be reached through phone, email or our new live chat feature built on our website. We have recently created and uploaded a “How-To Videos” section on the homepage of our website which highlights a step-by-step process on how to build an online quote. This informative video demonstrates how to navigate the website in how to generate a vehicle quote with or without upfitting options. It begins by explaining how to register on our website as a member and then details on how to select vehicle model and type and the factory options needed. Once a customized quote is built, clients have the option to finalize the sales transaction by submitting a purchase order to our sales team via email. This gives complete autonomy to the client to purchase vehicles without the need to speak to a sales rep. If assistance is needed, they can contact sales through email, live chat or phone. If assistance is required to build a quote, our sales rep is also available to walk a client through the e-procurement process step by step. This ensures someone is available to answer any questions if needed and empowering the client to make any future purchases on their own. Clients may also call or email the needs of the company and receive a customized vehicle quote.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
39	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	National Auto Fleet Group extends any and all product, equipment, maintenance and operating programs provided by the Manufacturer directly to Sourcewell participating entities during the quoting process. The manufacturer will provide quotes to the member based on the vehicles class and size, and geographic location. NAFG will always pass these quotes onto members and treat them like an upfit to the vehicle.	*
40	Describe any technological advances that your proposed products or services offer.	Technological accomplishments by Manufactures like Ford Motor Company and General Motors serve members by keeping many models available for members to choose from. Additionally, NAFG allows members the ability to choose to electrify their vehicle by opting into the Motive Power Systems we can still help supply this kind of an upfit. For more information, we have attached the product and pricing information within the “Upfits Available” and “All 15 Manufactures” ZIP files under the supporting documents portion of the application.	*
41	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	. National Auto Fleet Group helped create the Climate Mayor Purchasing Collaborative by partnering with over 400 Mayors nationwide. This initiative was created for the benefit of members who wanted to create and sustain an all-electric fleet. We offer 100% purely electric vehicles your members to choose from. Some popular models include the Chevrolet Bolt, Ford Fusion, Ford Mustang Mach-E, as well as Ford’s all electric F-150. We are confident that as more OEM’s continue to manufacture new electric vehicles, we will provide them for members to select from. More information about this initiative can be found at www.Driveevfleet.org	*
42	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	NAFG has the California Air Resource Board (CARB) Certificate as well as the Ford Qualified Vehicle Modifier Certificate on file with some of our partner suppliers and upfitters hold these certifications and these certifications help illustrate how each vehicle conserves energy and remains energy efficient.	*
43	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	NAFG holds a current partnership with many suppliers some of which are veteran owed such as Pacific Truck Body located in CA. Our Ford, Chevrolet and Ram,Jeep,Dodge,Chrysler stores are jointly owned and operated by Minorities.	*
44	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	. National Auto Fleet Group was not only built on dedication and hard work, but also through quantifiable metrics that directly measure the results of our efforts to ensure real goals are being measured and met. Through measuring results, NAFG takes responsibility in ensuring we deliver only the best customer care to your members. NAFG offers members 24 hour website access to customer support to personably walk members through any questions they may have. No matter what the issue may be, we always think outside the box to help members find a solution.	*

Table 9A: Warranty

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

Line Item	Question	Response *	
45	Do your warranties cover all products, parts, and labor?	Each of the 15 manufactures we represent cover their own products, parts, and labor. All warranty information may be found in our attachments under the ZIP File “All 15 Manufactures”.	*
46	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Prior to purchase, members should be aware of each manufacturer’s restrictions. Such as improper use of the vehicle may result in disqualification of coverage under the OEM’s warranty. An example of this may be an F-350 being used for a police related pursuit, which may void certain warranties. Although, we always welcome and encourage members to contact us for their particular warranty coverage.	*
47	Do your warranties cover the expense of technicians’ travel time and mileage to perform warranty repairs?	In some cases, manufacturers will tow a member’s vehicle to the nearest warranty repair facility in case of a breakdown and cover expenses, but prior approval is required.	*
48	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	This may vary from manufacturer to manufacturer. Thus, we encourage members to call in prior to purchase and inquire about their specific region and how their warranty repairs will be covered with their manufacturer.	*
49	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	All warranties are typically passed on to the original equipment manufacturer and any upfit warranty will be passed on to the upfitter to perform.	*
50	What are your proposed exchange and return programs and policies?	If a member changes their mind, NAFG will quickly make every effort to change or cancel the order with the factory. However, once the manufacturer begins producing the vehicle, there are no changes, exchanges, or refunds available. The order is then deemed non-cancellable. This includes any upfit equipment an upfitter has ordered for the unit.	*
51	Describe any service contract options for the items included in your proposal.	NAFG offers any and all manufacturer service contracts for all members. There are several parameters in which a service contract may be customizable. These customized service contracts will be treated as add factory options and following the same discount schedule provided in the pricing file.	*

Table 9B: Performance Standards or Guarantees

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

Line Item	Question	Response *	
52	Describe any performance standards or guarantees that apply to your services	The only guarantee we can ever provide is the guarantee that we will treat and help every member that contacts with respect, integrity and professionalism.	*
53	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	NAFG and staff uphold high standards with how we provide service to the members, not only holding each other accountable but by embracing member feedback of how we can improve. Then we act upon it and implement improvements.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
54	Describe your payment terms and accepted payment methods?	Standard payment terms are Net 20, with a 10 – day grace period.	*
55	Describe any leasing or financing options available for use by educational or governmental entities.	. In order to provide leasing or financing options, NAFG has partnered with National Cooperative Leasing to offer leasing terms for Sourcewell members for all NAFG quotes under the Sourcewell contract. For further review, we have attached a PDF called “NCL Sample Lease” in the “Member Walk Through” Zip file.	*
56	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	National Auto Fleet Group’s transaction process (Purchase Order) is closely tracked, well documented, and neatly organized to monitor each transaction performed through our Sourcewell Contract. This way, NAFG may produce swift and accurate quarterly reporting.	*
57	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes, NAFG accepts up to $2,500 per vehicle. However, any dollar amount higher than $2,500 will require a P-card/ Credit Card transactional fee that would be passed onto the member	*

Table 11: Pricing and Delivery

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

Line Item	Question	Response *	
58	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	National Auto Fleet Group is offering Line-Item Discounts Off Manufacture Suggested Retail Price for 15 manufacturers that is detailed in the Price File. NAFG will also offer any Upfits to be added to any and all vehicles' that members wish to add. Details are located on the Price Summary Page in the Price File.	*
59	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	NAFG has an provided offerings from 15 Brands/OEMS and there respective percentage off vary and are detailed in the "Price File" zip Each Manufacture Range is detailed in the tabs below, here is an overview Chevrolet from -.077 to 24.45 % Ford Motor Company from -5.19 to 23.31 % GMC from 6.14 to 22.45 % Ram from 4.99 to 14.23 % Dodge from 3.09 to 9.96 % Jeep from 1.38 to 4.17 % Chrysler from 1.65 to 4.55 % Toyota from .03 to 8.98 % Honda from 1.34 to 4.9 % Nissan from -.085 to 14.61 % Buick from 2.36 to6.08 Kia from .69 to 8.39 % BMW from 3.8 to 4.77 % Cadillac from 4.22 to 6.77 % Volkswagen from 2.17 to 2.46 %	*
60	Describe any quantity or volume discounts or rebate programs that you offer.	If clients are considering an order of 150 or more units, we encourage members to contact us for any additional discounted quotes.	*
61	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	"Open Market" products or "Sourced Goods" will be considered and treated as regular upfits. However, they may be quoted up to a 10% mark up, if applicable.	*
62	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	All considerations have already been taken into account in its entirely. The Price Summary Page and Price Table contained in the price file includes all considered costs. Although if a member requested a specialized quote for a unique situation that requires special training, direction, or installation, the additional costs would be added as a part of the upfit and then included inside the member's quote.	*
63	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	All manufactures charge a standard "Factory Destination Charge". However, that is separate from the freight/destination cost that members may incur to ship a vehicle to and from an installer, if applicable. These subsequent locational movements may bare additional freight costs that will be outlined within the members quote for their review prior to purchase.	*
64	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Freight, shipping, and delivery terms among these regions sometimes carry additional logistical charges for added ferry, port and driver costs from both to and from the mainland. These added costs will be disclosed on the quote for members to review and approve prior to purchase.	*
65	Describe any unique distribution and/or delivery methods or options offered in your proposal.	National Auto Fleet Group already has a well-established Automobile Franchise Distribution Network that allows for swift and relatively seamless delivery to members and their end users.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
66	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	NAFG Strives to offer the best overall value to the member with each and every quote.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
67	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Sourcewell participating members are able to obtain proper pricing directly from our website, where they are able to use our user-friendly design to build and price their vehicles. The NAFG is updated daily to reflect updated manufacturer MSRP information. Our system will provide members with an accurate quote 99.99% of the time. In addition, NAFG has a stream line and organized process hat calculates administrative fees and allows NAFG to give a turnaround time of 15 – 30 days for quarterly reports.	*
68	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	One of the internal metrics NAFG uses to track and measure success with the Sourcewell Contract is maintained through our website. Our website keeps a detailed log of quotes that members are generating. We oversee and keep track of how many quotes are being generated and which quotes are met with a purchase order. Every month we evaluate our sales indicators and closely monitor the volume and frequency of sales. One example is by evaluating which members are purchasing from our platform – new members or frequent members to ensure we are growing our member base. We use these metrics to measure our projected growth rate and work to exceed our expectations.	*
69	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	NAFG will submit $ 300 per vehicle purchased through NAFG and $ 200 per vehicle purchased though our partner dealer Alan Jay Automotive. For the purpose of an admin fee there are no other partner dealer groups considered.	*

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

Line Item	Question	Response *	
70	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	NAFG has provided a "Model Roll Out" Charts in the "Price File" zip, but of the 15 manufacturers we represent, they have over 100 makes and models for members to choose from that range from Class 1-3 and supporting Class 4 Cab and Chassis trucks. NAFG's platforms can add any upfit of their choosing, ranging from toolboxes to Line Mechanic Bodies. Any and all upfits can be added to any one of our vehicles through one of our upfit partner suppliers or by an upfit supplier of the members choosing. NAFG and the supplier will work together to supply members with turnkey quotes.	*
71	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	National Auto Fleet Group lists the makes and models of all 15 manufacturers we represent under the ZIP File "All 15 Manufactures". These 15 OEMs make up over 100 combined makes, models, and engine combinations for members to select from along with several subtitle "Upfits" detailed for members in the price file.	*

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

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

Line Item	Category or Type	Offered *	Comments
72	Automobiles	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
73	Sport Utility Vehicles	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
74	Vans	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
75	Trucks	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
76	Vehicles described in Lines 72-75 above for Public Safety applications	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
77	Conventional internal combustion models	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
78	Natural gas or propane autogas, hybrid, or alternative fuel models	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models
79	Electric powered models	(•) Yes ( ) No	15 Manufacturers totaling well above 700 makes and models

Table 15: Exceptions to Terms, Conditions, or Specifications Form

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

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

Documents

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

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

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

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

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

- Pricing - NAFG Price File for Bid 091521.zip - Monday September 13, 2021 19:29:27
- Financial Strength and Stability - Market Success and Financial Stability.zip - Monday September 13, 2021 19:30:12
- Marketing Plan/Samples - Marketing Plan Compressed.zip - Tuesday September 14, 2021 11:38:30
- WMBE/MBE/SBE or Related Certificates - Insurance and Related Documents.zip - Tuesday September 14, 2021 11:40:18
- Warranty Information - Warranties RFP 091521.zip - Tuesday September 14, 2021 11:40:36
- Standard Transaction Document Samples - Standard Transaction.zip - Monday September 13, 2021 19:54:48
- Upload Additional Document - ALL 15 Makes and Upfits.zip - Tuesday September 14, 2021 11:35:54

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jesse Cooper, Fleet Manager, 72 Hour LLC

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

○ **Yes** ◉ **No**

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

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

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_6_ Autos_SUVs_Vans_Trucks_RFP_091521 Wed September 8 2021 06:27 PM	☑	1
Addendum_5_ Autos_SUVs_Vans_Trucks_RFP_091521 Tue September 7 2021 07:28 PM	☑	2
Addendum_4_ Autos_SUVs_Vans_Trucks_RFP_091521 Thu August 26 2021 05:55 PM	☑	1
Addendum_3_ Autos_SUVs_Vans_Trucks_RFP_091521 Mon August 23 2021 09:47 AM	☑	1
Addendum_2_ Autos_SUVs_Vans_Trucks_RFP_091521 Sun August 8 2021 09:02 PM	☑	1
Addendum_1_ Autos_SUVs_Vans_Trucks_RFP_091521 Thu August 5 2021 03:58 PM	☑	1

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AMENDMENT #1
TO
CONTRACT # 091521-NAF

THIS AMENDMENT is effective upon the date of the last signature below by and between **Sourcewell** and **72 Hour LLC dba: National Auto Fleet Group** (Supplier).

Sourcewell awarded a contract to Supplier to provide Automobiles, SUVs, Vans, and Light Trucks with Related Equipment and Accessories to Sourcewell and its Participating Entities, effective November 4, 2021, through November 8, 2025 (Contract).

The parties wish to amend the Proposal to ensure compliance with Sourcewell's Procurement Policy and standard government procurement practices.

NOW, THEREFORE, the parties amend the Contract as follows:

Line item 28 of "Table 6: Ability to Sell and Deliver Service" of the Proposal is modified to add the following:

> **"For Tesla and Mullen vehicles, the Participating Entity will work directly with Supplier when ordering the vehicle. Once a purchase order is issued and received by Supplier, Supplier will work with the appropriate Tesla or Mullen representative to process the order and deliver the vehicle directly to the Participating Entity. All necessary paperwork will be handled directly between the Participating Entity and Supplier."**

Except as amended by this Amendment, the Contract remains in full force and effect.

Sourcewell

By: Signed by: Jeremy Schwartz C0FD2A139D06489...
Jeremy Schwartz, Chief Operating Officer

Date: 2/21/2025 | 4:19 PM CST

72 Hour LLC
dba: National Auto Fleet Group

By: Signed by: James Cooper FACBB5730C1E467...
Jesse Cooper, Fleet Manager

Date: 2/21/2025 | 2:34 PM CST

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Public Works**	**DISTRICT(S):**	**Citywide**

SUBJECT: **Approval of Amendment No. 2 to the Public Works Agreement between West Coast Arborists, Inc. and the City of Glendora dated June 22, 2021 for Tree Trimming and Tree Maintenance Services in an Amount Not to Exceed $741,490 for FY 2025/26**

RECOMMENDATION

That the City Council:

1. Approve Amendment No. 2 to the Agreement between West Coast Arborists and the City of Glendora dated June 22, 2021, for Tree Trimming and Tree Maintenance Services, increasing the authorized annual expenditure by an amount not to exceed $741,490 for FY 2025/26, increasing the cumulative amount of the agreement to $3,163,980, and extending the term of the agreement through June 30, 2026; and
2. Authorize City Manager to execute Amendment No. 2.

STRATEGIC FOCUS AREAS

Goal 5: Improve and Maintain the City's Infrastructure and Facilities (IMCIF)

EXECUTIVE SUMMARY

On June 22, 2021, the City Council awarded West Coast Arborists, Inc. an agreement for Tree Trimming and Tree Maintenance Services for three-years with two optional one-year extensions. The original award authorized an annual expenditure of $567,000 per fiscal year, totaling $1,701,000 over the initial three-year term of the agreement. Amendment No. 1, approved by City Council on July 9, 2024, extended the term of the agreement for an additional one-year period through June 30, 2025, and increased the contract amount to $2,422,490.

Amendment No. 2 extends the term of the agreement for an additional one-year period through June 30, 2026, and authorizes an additional expenditure in an amount not to exceed $741,490 for FY 2025/26. The increase in the annual expenditure reflects the rate increase based on the Consumer Price Index (CPI), the actual cost of the work being performed, and a small contingency for unanticipated special projects and emergencies.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

West Coast Arborists (WCA) entered an agreement with the City of West Covina (West Covina) on July 1, 2020, that specifically includes cooperative purchasing language, and WCA indicated their willingness to extend this pricing to Glendora.

On June 22, 2021, under Glendora Municipal Code Section 2.40.050(4) regarding Cooperative Agreements, the City Council awarded West Coast Arborists, Inc. an agreement for Tree Trimming and Tree Maintenance Services for three-years with two optional one-year extensions, in an amount not to exceed $567,000 per fiscal year, totaling $1,701,000 over the initial three-year term of the agreement.

On July 9, 2024, the City Council approved Amendment No. 1 to the agreement, extending the term for an additional one-year period and increasing the contract amount to $2,422,490.

DISCUSSION

The City of Glendora has contracted with WCA for tree maintenance services since 1999, and they have provided a consistently high level of service to the City. They have an extensive understanding of Glendora's unique urban forest needs, and the expertise to meet them as an industry leader in the region, serving over 350 public agencies throughout California and Arizona.

The current agreement with WCA was awarded by Council on June 22, 2021, for an initial three-year term with two optional one-year extensions. The initial term of this agreement expired on June 30, 2024, and had a not-to-exceed amount of $567,000 per fiscal year with a total of $1,701,000 over the initial three-year term of the agreement. Amendment No. 1, approved by City Council on July 9, 2024, increased the authorized annual expenditure to $721,490 for FY 2024/25, the cumulative amount of the agreement to $2,422,490, and extended the term of the agreement for an additional one-year period through June 30, 2025.

The unit rates remained the same for the initial three-year term of the contract through June 30,2024. Amendment No. 1 increased the unit rates 3.4% based on the ratio of the increase in the Consumer Price Index (CPI-U) for Los Angeles-Long Beach-Anaheim from February 2023 to February 2024. Amendment No. 2 will increase the unit costs an additional 3.11%, effective July 1, 2025, based on the increase in CPI-U from February 2024 to February 2025. The cumulative increase since the inception of this contract is 7.23%, well below the 21.45% increase in the CPI-U over the same period. The projected FY 2025/26 cost for tree maintenance, including the 3.11% rate increase, is illustrated in Table 1 below.

FISCAL IMPACT

Table 1

Task	Frequency	Projected Annual Cost
Grid Prune	5-year Pruning Cycle	$219,840
Ficus Prune in Village	Annual	$175,000
Palm Prune	Bi-Annual	$50,000
Bougainvillea Trimming	Annual	$13,340
Planting	As Needed	$23,320
Removals	As Needed	$110,000
General Labor and Other Services	As Needed	$30,000
Emergency Response	As Needed	$50,000
Subtotal		**$671,500**
Contingency		$69,990
Total		**$741,490**

The unfunded contingency is included in the not to exceed amount to provide for work resulting from special projects and other unforeseen emergencies. If work is needed using this contingency, funds would be transferred from unencumbered funds available in other appropriate accounts.

ENVIRONMENTAL DETERMINATION

This activity is not a “project” as defined by Section 21065 of the Public Resources Code or Sections 15060(c)(2), 15060(c)(3), and 15378 of the CEQA Guidelines.

Prepared By	Paul Fisher, Business Services Manager
Concurs With	Not Applicable
Reviewed By	William Wittkopf, Public Works Director
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Agreement
B. Amendment No. 1
C. Amendment No. 2
D. Presentation

Attachments

A. Agreement.pdf

B. Amendment No. 1.pdf

C. Amendment No. 2.pdf

Delivery Under Seperate Cover.pdf

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PUBLIC WORKS AGREEMENT

By and Between

CITY OF GLENDORA

and

WEST COAST ARBORIST, INC.

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AGREEMENT FOR PUBLIC WORKS SERVICES BETWEEN THE CITY OF GLENDORA AND WEST COAST ARBORIST, INC.

THIS AGREEMENT FOR PUBLIC WORKS SERVICES (herein "Agreement") is made and entered into this 22nd day of June, 2021 by and between the City of Glendora, a California municipal corporation ("City") and West Coast Arborist, Inc. a California Corporation ("Contractor"). City and Contractor may be referred to, individually or collectively, as "Party" or "Parties."

RECITALS

A. City has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Contractor, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

C. Pursuant to the City of Glendora Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Contractor for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. WORK OF CONTRACTOR

1.1 Scope of Work.

In compliance with all terms and conditions of this Agreement, the Contractor shall provide those services specified in the "Scope of Work" attached hereto as Exhibit "A" and incorporated herein by this reference, which may be referred to herein as the "services" or "work" hereunder. As a material inducement to the City entering into this Agreement, Contractor represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the work required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Contractor shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Contractor covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this

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Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Bid Documents.

The Scope of Work shall include the "General Provisions" and "Special Provisions" in the bid documents for the project entitled Tree Trimming and Tree Maintenance Services including any documents or exhibits referenced therein (collectively, "bid documents"), all of which are incorporated herein by this reference. In the event of any inconsistency between the terms of the bid documents and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Contractor shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 Compliance with California Labor Law.

(a) Public Work. The Parties acknowledge that the work to be performed under this Agreement is a "public work" as defined in Labor Code Section 1720 and that this Agreement is therefore subject to the requirements of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works contracts and the rules and regulations established by the Department of Industrial Relations ("DIR") implementing such statutes. The work performed under this Agreement is subject to compliance monitoring and enforcement by the DIR. Contractor shall post job site notices, as prescribed by regulation.

(b) Prevailing Wages. Contractor shall pay prevailing wages to the extent required by Labor Code Section 1771. Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at City Hall and will be made available to any interested party on request. By initiating any work under this Agreement, Contractor acknowledges receipt of a copy of the Department of Industrial Relations (DIR) determination of the prevailing rate of per diem wages, and Contractor shall post a copy of the same at each job site where work is performed under this Agreement.

(c) Penalty for Failure to Pay Prevailing Wages. Contractor shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Contractor shall, as a penalty to the City, forfeit two hundred dollars ($200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any public work done pursuant to this Agreement by Contractor or by any subcontractor.

(d) Payroll Records. Contractor shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Contractor and each subcontractor to: keep accurate payroll records and verify such records in writing under penalty of perjury, as specified

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in Section 1776; certify and make such payroll records available for inspection as provided by Section 1776; and inform the City of the location of the records.

(e) Apprentices. Contractor shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6, and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. Contractor shall be responsible for compliance with these aforementioned Sections for all apprenticeable occupations. Prior to commencing work under this Agreement, Contractor shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within sixty (60) days after concluding work pursuant to this Agreement, Contractor and each of its subcontractors shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Agreement.

(f) Eight-Hour Work Day. Contractor acknowledges that eight (8) hours labor constitutes a legal day's work. Contractor shall comply with and be bound by Labor Code Section 1810.

(g) Penalties for Excess Hours. Contractor shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Contractor shall, as a penalty to the City, forfeit twenty-five dollars ($25) for each worker employed in the performance of this Agreement by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code section 1815, work performed by employees of Contractor in excess of eight (8) hours per day, and forty (40) hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of 8 hours per day at not less than one and one-half (1½) times the basic rate of pay.

(h) Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every employer will be required to secure the payment of compensation to its employees if it has employees. In accordance with the provisions of California Labor Code Section 1861, Contractor certifies as follows:

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

Contractor's Authorized Initials DS _____

Victor Gonzalez
Vice President, Business Development
vgonzalez@wcainc.com

(i) Contractor's Responsibility for Subcontractors. For every subcontractor who will perform work under this Agreement, Contractor shall be responsible for such subcontractor's compliance with Division 2, Part 7, Chapter 1 (commencing with Section

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1720) of the California Labor Code, and shall make such compliance a requirement in any contract with any subcontractor for work under this Agreement. Contractor shall be required to take all actions necessary to enforce such contractual provisions and ensure subcontractor's compliance, including without limitation, conducting a review of the certified payroll records of the subcontractor on a periodic basis or upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages. Contractor shall diligently take corrective action to halt or rectify any such failure by any subcontractor.

1.5 Licenses, Permits, Fees and Assessments.

Contractor shall obtain at its sole cost and expense such licenses, permits, registrations, and approvals as may be required by law for the performance of the services required by this Agreement. Contractor 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 Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

(a) By executing this Agreement, Contractor warrants that Contractor (i) has thoroughly investigated and considered the scope of work to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder.

(b) Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any: (i) material Contractor believes may be hazardous waste as defined in Section 25117 of the Health & Safety Code required to be removed to a Class I, II, or III disposal site in accordance with existing law; (ii) subsurface, unknown or latent conditions, materially different from those indicated; or (iii) unknown physical conditions at the site of any unusual nature, different from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement, and will materially affect the performance of the services hereunder.

(c) City shall promptly investigate the conditions, and if it finds that the conditions do materially differ, or do involve hazardous waste, and cause a decrease or increase in Contractor's cost of, or the time required for, performance of any part of the work, shall issue a change order per Section 1.10 of this Agreement.

(d) In the event that a dispute arises between City and Contractor whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in Contractor's cost of, or time required for, performance of any part of the work, Contractor shall not be excused from any scheduled completion date set, but shall proceed with all

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work to be performed under the Agreement. Contractor shall retain any and all rights provided either by contract or by law, which pertain to the resolution of disputes and protests between the contracting parties.

(e) City will compensate Contractor to the extent required by Government Code Section 4215 by issuing a change order per Section 1.10 of this Agreement.

1.7 Protection and Care of Work and Materials.

The Contractor shall adopt reasonable methods, including providing and maintaining storage facilities, during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as caused by City's own negligence. Stored materials shall be reasonably accessible for inspection. Contractor shall not, without City's consent, assign, sell, mortgage, hypothecate, or remove equipment or materials which have been installed or delivered and which may be necessary for the completion of the work.

1.8 Warranty.

Contractor warrants all work under the Agreement (which for purposes of this Section shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one year (or the period of time specified elsewhere in the Agreement or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by the City of any defect in the work or non-conformance of the work to the Agreement, commence and prosecute with due diligence all work necessary to fulfill the terms of the warranty at its sole cost and expense. Contractor shall act as soon as requested by the City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair, remove and replace any portions of the work (or work of other contractors) damaged by its defective work or which becomes damaged in the course of repairing or replacing defective work. For any work so corrected, Contractor's obligation hereunder to correct defective work shall be reinstated for an additional one year period, commencing with the date of acceptance of such corrected work. Contractor shall perform such tests as the City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Agreement. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstitution of equipment and materials necessary to gain access, shall be the sole responsibility of the Contractor. All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the work, whether express or implied, are deemed to be obtained by Contractor for the benefit of the City, regardless of whether or not such warranties and guarantees have been transferred or assigned to the City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of the City. In the event that Contractor fails to perform its obligations under this Section, or under any other warranty or guaranty under this Agreement, to the reasonable satisfaction of the City, the City shall have the right to correct and replace any defective or non-conforming work and any

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work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the City for any expenses incurred hereunder upon demand.

1.9 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.10 Additional Work and Change Orders.

(a) City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Work or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written change order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor ("Change Order"). All Change Orders must be signed by the Contractor and Contract Officer prior to commencing the extra work thereunder.

(b) Any increase in compensation of up to ten percent (10%) of the Contract Sum or $25,000, whichever is less; or any increase in the time to perform of up to one hundred eighty (180) days; and does not materially affect the Work and which are not detrimental to the Work or to the interest of the City, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council.

(c) Any adjustment in the Contract Sum for a Change Order must be in accordance with the rates set forth in the Schedule of Compensation in Exhibit "C". If the rates in the Schedule of Compensation do not cover the type of work in the Change Order, the cost of such work shall not exceed an amount agreed upon in writing and signed by Contractor and Contract Officer. If the cost of the Change Order cannot be agreed upon, the City will pay for actual work of the Change Order completed, to the satisfaction of the City, as follows:

(i) Labor: the cost of labor shall be the actual cost for wages of workers and subcontractors performing the work for the Change Order at the time such work is done. The use of labor classifications that would increase the cost of such work shall not be permitted.

(ii) Materials and Equipment: the cost of materials and equipment shall be at cost to Contractor or lowest current price which such materials and equipment are reasonably available at the time the work is done, whichever is lower.

(iii) If the cost of the extra work cannot be agreed upon, the Contractor must provide a daily report that includes invoices for labor, materials and equipment costs for the work under the Change Order. The daily report must include: list of names of workers,

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classifications, and hours worked; description and list of quantities of materials used; type of equipment, size, identification number, and hours of operation, including loading and transportation, if applicable; description of other City authorized services and expenditures in such detail as the City may require. Failure to submit a daily report by the close of the next working day may, at the City's sole and absolute discretion, waive the Contractor's rights for that day.

(d) It is expressly understood by Contractor that the provisions of this Section 1.10 shall not apply to services specifically set forth in the Scope of Work. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Work may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other contractors.

(e) No claim for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.11 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed $1,701,000 (One Million, Seven Hundred and One Thousand Dollars) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.10.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services less the contract retention; (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5,

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and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Contractor is required to attend additional meetings to facilitate such coordination, Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Contractor shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Contractor is certifying compliance with all provisions of the Agreement. The invoice shall contain all information specified in Exhibit "C", and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Contractor shall not invoice City for any duplicate services performed by more than one person.

City shall, as soon as practicable, independently review each invoice submitted by the Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, or as provided in Section 7.3, City will cause Contractor to be paid within thirty (30) days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event that City does not cause Contractor to be paid within thirty (30) days of receipt of an undisputed and properly submitted invoice, Contractor shall be entitled to the payment of interest to the extent allowed under Public Contract Code Section 20104.50. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor, not later than seven (7) days after receipt by the City, for correction and resubmission. Returned invoices shall be accompanied by a document setting forth in writing the reasons why the payment request was rejected. Review and payment by the City of any invoice provided by the Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Contractor for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Contractor.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in

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the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, 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 Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer 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 Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Inspection and Final Acceptance.

City may inspect and accept or reject any of Contractor's work under this Agreement, either during performance or when completed. City shall reject or finally accept Contractor's work within forty-five (45) days after submitted to City. City shall accept work by a timely written acceptance, otherwise work shall be deemed to have been rejected. City's acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as to amount to fraud. Acceptance of any work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, Articles 1 and 5, pertaining to warranty and indemnification and insurance, respectively.

3.5 Term & Extended Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding Three (3) calendar years from the date hereof. The City Manager may, at his/her sole discretion, extend the Agreement for up to a maximum of Two (2) additional one (1) calendar year terms.

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Contractor.

The following principals of Contractor ("Principals") are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Victor Gonzalez, Vice President, Business Development

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John L. Pineda, Area Manager

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing Principals were a substantial inducement for City to enter into this Agreement. Therefore, the Principals shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. All personnel of Contractor, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the Principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of City. Additionally, Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Contractor shall notify City of any changes in Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Contractor.

Contractor shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Contractor, nor any of Contractor's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Contractor expressly waives any claim Contractor may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be *designated Public Works Staff* or such person as may be designated by the City Manager. It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Contractor.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly

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independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. All subcontractors shall obtain, at its or Contractor's expense, such licenses, permits, registrations and approvals (including from the City) as may be required by law for the performance of any services or work under this Agreement. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE, INDEMNIFICATION AND BONDS

5.1 Insurance Coverages.

Without limiting Contractor's indemnification of City, and prior to commencement of any services under this Agreement, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $2,000,000 per occurrence, $4,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

(c) Professional liability (errors & omissions) insurance. Contractor shall maintain professional liability insurance that covers the Services to be performed in connection

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with this Agreement, in the 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 Contractor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers' compensation insurance. Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

(e) Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

(a) Proof of insurance. Contractor shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

(b) Duration of coverage. Contractor shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Contractor, its agents, representatives, employees or subcontractors.

(c) Primary/noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement.

(e) Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned

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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.

(f) Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

(g) Enforcement of contract provisions (non-estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

(h) Requirements not limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

(l) Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass through clause. Contractor agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in

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the project by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

(n) Agency's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.

(o) Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(p) Timely notice of claims. Contractor shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Contractor will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Contractor will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or

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activities of Contractor hereunder; and Contractor agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

In addition, Contractor agrees to indemnify, defend and hold harmless the Indemnified Parties from, any and all claims and liabilities for any infringement of patent rights, copyrights or trademark on any person or persons in consequence of the use by the Indemnified Parties of articles to be supplied by Contractor under this Agreement, and of which the Contractor is not the patentee or assignee or has not the lawful right to sell the same.

Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services and work hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

5.4 Notification of Third-Party Claims.

City shall timely notify Contractor of the receipt of any third-party claim relating to the work under this Agreement. City shall be entitled to recover from Contractor its reasonable costs incurred in providing such notification.

5.5 Performance and Labor Bonds.

Concurrently with execution of this Agreement Contractor shall deliver to the City, the following:

(a) A performance bond in the amount of the Contract Sum of this Agreement, in the form provided by the City Clerk, which secures the faithful performance of this Agreement.

(b) A labor and materials bond in the amount of the Contract Sum of this Agreement, in the form provided by the City Clerk, which secures the payment of all persons furnishing labor and/or materials in connection with the work under this Agreement.

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Both the performance and labors bonds required under this Section 5.5 shall contain the original notarized signature of an authorized officer of the surety and affixed thereto shall be a certified and current copy of his power of attorney. The bond shall be unconditional and remain in force during the entire term of the Agreement and shall be null and void only if the Contractor promptly and faithfully performs all terms and conditions of this Agreement and pays all labor and materials for work and services under this Agreement.

5.6 Sufficiency of Insurer or Surety.

Insurance and bonds required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best's Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City ("Risk Manager") due to unique circumstances. If this Agreement continues for more than 3 years duration, or in the event the Risk Manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Contractor agrees that the minimum limits of the insurance policies and the performance bond required by Section 5.5 may be changed accordingly upon receipt of written notice from the Risk Manager.

5.7 Substitution of Securities.

Pursuant to Public Contract Code Section 22300, substitution of eligible equivalent securities for any funds withheld to ensure performance under this Agreement may be permitted at the request and sole expense of the Contractor. Alternatively, the Contractor may, pursuant to an escrow agreement in a form prescribed by Public Contract Code Section 22300, request payment of retentions funds earned directly to the escrow agent at the sole expense of the Contractor.

5.8 Release of Securities.

City shall release the Performance and Labor Bonds when the following have occurred:

(a) Contractor has made a written request for release and provided evidence of satisfaction of all other requirements under Article 5 of this Agreement;

(b) the Work has been accepted; and

(c) after passage of the time within which lien claims are required to be made pursuant to applicable laws; if lien claims have been timely filed, City shall hold the Labor Bond until such claims have been resolved, Contractor has provided statutory bond, or otherwise as required by applicable law.

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ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Contractor shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies, certified and accurate copies of payroll records in compliance with all applicable laws, or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of 3 years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Contractor's business, custody of the books and records may be given to City, and access shall be provided by Contractor's successor in interest. Notwithstanding the above, the Contractor shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor, and Contractor's guarantee and warranties shall not extend to such use, reuse or assignment. Contractor may retain copies of such documents for its own use.

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Contractor shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Moreover, Contractor with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) information gained or work product produced by Contractor in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Contractor, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena.

(c) If Contractor, or any officer, employee, agent or subcontractor of Contractor, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of Contractor's conduct.

(d) Contractor shall promptly notify City should Contractor, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District

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Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes.

(a) Default; Cure. In the event that Contractor is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Contractor for any work performed after the date of default. Instead, the City may give notice to Contractor of the default and the reasons for the default. The notice shall include the timeframe in which Contractor may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Contractor is in default, the City shall hold all invoices and shall proceed with payment on the invoices only when the default is cured. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Contractor does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Contractor's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

(b) Dispute Resolution. This contract is subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the California Public Contract Code regarding the resolution of public works claims of less than $375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the Contractor, for the response to such claims by the City, for a mandatory meet and confer conference upon the request of the Contractor, for mandatory non-binding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

7.3 Retention of Funds.

Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other

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provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Contractor shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive 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 shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Contractor shall file a claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Liquidated Damages.

Since the determination of actual damages for any delay in performance of this Agreement would be extremely difficult or impractical to determine in the event of a breach of this Agreement, the Contractor and its sureties shall be liable for and shall pay to the City the sum of See Exhibit B, as liquidated damages for each working day of delay in the performance of any service required hereunder, as specified in the Schedule of Performance (Exhibit "D"). The City may withhold from any monies payable on account of services performed by the Contractor any accrued liquidated damages. Pursuant to Government Code Section 4215, Contractor shall not be assessed liquidated damages for delay in completion of the project when such delay was caused by the failure of the public agency or owner of the utility to provide for removal or relocation of utility facilities.

7.8 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Contractor, except that where termination is due to the fault of the Contractor, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Contractor reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Contractor may determine. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be

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specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.9 Termination for Default of Contractor.

If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.10 Attorneys' Fees.

If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

7.11 Unfair Business Practices Claims.

In entering into this Agreement, Contractor offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Chapter 2, (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials related to this Agreement. This assignment shall be made and become effective at the time the City renders final payment to the Contractor without further acknowledgment of the Parties.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which

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may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Contractor covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Contractor's performance of services under this Agreement. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Contractor agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects his financial interest or the financial interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class.

8.4 Unauthorized Aliens.

Contractor hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Contractor so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Contractor hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City

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Manager and to the attention of the Contract Officer (with her/his name and City title), City of Glendora, 116 E. Foothill Blvd., Glendora, California 91741-3380, and in the case of the Contractor, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section. All correspondence relating to this Agreement shall be serialized consecutively.

9.2 Interpretation.

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.

9.3 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.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Contractor and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of

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"financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterest" pursuant to Government Code Sections 1091 or 1091.5. Contractor warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Contractor further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Contractor is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Contractor's Authorized Initials _____

Victor Gonzalez
Vice President, Business Development
vgonzalez@wcainc.com

9.7 Corporate Authority.

The persons executing this Agreement on behalf of the parties hereto 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) the 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.

[SIGNATURES ON FOLLOWING PAGE]

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

CITY:
City of Glendora, a municipal corporation

DocuSigned by:
Adam Raymond
A0FB4F5D056C43C...
Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

DocuSigned by:
William W. Wynder
9F096A23BACC45F...
William W. Wynder
City Attorney

CERTIFY AVAILABILITY OF FUNDS:

DocuSigned by:
June Overholt
9B180E0AE8E94B9...
June Overholt
Administrative Services Director

ATTEST:

DocuSigned by:
Kathleen Sessman
2252A9F44B69431...
Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:
WEST COAST ARBORIST, INC.

DocuSigned by:
324C79FBEE1F4FC...
Name: Victor Gonzalez
Title: Vice President, Business Development
Email Address: vgonzalez@wcainc.com
Phone: (714) 991-1900 Office - Ext. 153

DocuSigned by:
John L. Pineda
12C68702DB3C4B5...
Name: John L. Pineda
Title: Area Manager
Email Address: jpineda@wcainc.com
Phone: 714-713-0746
Address: 2200 E. Via Burton, Anaheim, CA92806

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONTRACTOR'S SIGNATURES

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SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONTRACTOR'S BUSINESS ENTITY.

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EXHIBIT "A"

SCOPE OF WORK

I. Contractor shall perform all of the work and comply with all of the specifications and requirements in the "General Provisions" and "Special Provisions" included in the bid documents for the project entitled Tree Trimming and Tree Maintenance Services including any documents or exhibits referenced therein.

II. Brief description of the work to be performed:

The complete, continuous, consistent and safe tree maintenance of a variety of species throughout the City. Tree maintenance may consist of pruning, removals, stump grinding, planting, staking, pest control, fertilizing, watering, emergency response, arborist service and inventory.

III. In addition to the requirements of Section 6.2, during performance of the work, Contractor will keep the City apprised of the status of performance by:

A. Including pictures in Arbor Access after any work is done on a tree within the City's Urban forest.

IV. All work is subject to review and acceptance by the City, and must be revised by the Contractor without additional charge to the City until found satisfactory and accepted by City.

V. Contractor shall provide safe and continuous passage for pedestrian and vehicular traffic in accordance with the Work Area Traffic Control Handbook (WATCH), latest edition.

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EXHIBIT "B"

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

Added text is indicated in ***bold italics***, deleted text is indicated in ~~strikethrough~~.

I. City hereby waives Section 7.7 of the Agreement for Liquidated Damages.

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EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Contractor shall perform all work at the rates on the Bid Sheet submitted as part of Contractor's Proposal, and listed below:

ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
	Grid Pruning				
1	Flat rate price per tree to prune city trees in the grid. 5,000 ea per year over a five year period.	5,000	EA	$66.00	$330,000.00
2	Flat rate price per tree to prune palm trees in the grid. 2,000 ea per year over a two year period.	2,000	EA	$66.00	$132,000.00
3	Flat rate price per tree to prune city trees in Landscape Maintenance Districts ("LMD"). 1,400 ea per year over a five year period.	1,400	EA	$144.00	$201,600.00
	SUBTOTAL (not to exceed annual cost)				$663,600.00
	Full Prune per Service Request				
4	0"-12" Diameter Standard Height		EA	$ 80.00	$ 80.00
5	13"-18" Diameter Standard Height		EA	$ 80.00	$ 80.00
6	19"-24" Diameter Standard Height		EA	$ 120.00	$ 120.00
7	25"-30" Diameter Standard Height		EA	$ 120.00	$ 120.00
8	31"-36" Diameter Standard Height		EA	$ 144.00	$ 144.00
9	36"+ Diameter Standard Height		EA	$ 144.00	$ 144.00
	Crown Raise per Service Request – Hardwood Tree				
10	0"-12" Diameter Standard Height		EA	$ 59.00	$ 59.00
11	13"-18" Diameter Standard Height		EA	$ 59.00	$ 59.00
12	19"-24" Diameter Standard Height		EA	$ 59.00	$ 59.00
13	25"-30" Diameter Standard Height		EA	$ 59.00	$ 59.00
14	31"-36" Diameter Standard Height		EA	$ 59.00	$ 59.00
15	36"+ Diameter Standard Height		EA	$ 59.00	$ 59.00
	Crown Cleaning per Service Request – Hardwood Tree				
16	0"-12" Diameter Standard Height		EA	$ 80.00	$ 80.00
17	13"-18" Diameter Standard Height		EA	$ 80.00	$ 80.00
18	19"-24" Diameter Standard Height		EA	$ 120.00	$ 120.00
19	25"-30" Diameter Standard Height		EA	$ 120.00	$ 120.00
20	31"-36" Diameter Standard Height		EA	$ 144.00	$ 144.00
21	36"+ Diameter Standard Height		EA	$ 144.00	$ 144.00

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	Crown Reduction per Service Request – Hardwood Tree			
22	0"-12" Diameter Standard Height	EA	$ 90.00	$ 90.00
23	13"-18" Diameter Standard Height	EA	$ 90.00	$ 90.00
24	19"-24" Diameter Standard Height	EA	$ 144.00	$ 144.00
25	25"-30" Diameter Standard Height	EA	$ 144.00	$ 144.00
26	31"-36" Diameter Standard Height	EA	$ 184.00	$ 184.00
27	36"+ Diameter Standard Height	EA	$ 284.00	$ 284.00
	Palm Pruning			
28	Prune Date Palm (Phoenix spp.)	EA	$ 200.00	$ 200.00
29	Clean Trunk for Date Palm (Phoenix spp.)	EA	$ 200.00	$ 200.00
30	Prune Fan Palm (Washingtonia spp.)	EA	$ 84.00	$ 84.00
31	Clean Trunk for Fan Palm (Washingtonia spp.)	EA	$ 104.00	$ 104.00
32	Prune all other Palm Species	EA	$ 66.00	$ 66.00
	Tree and Stump Removal			
33	0"-12" Diameter Standard Height	EA	$ 280.00	$ 280.00
34	13"-18" Diameter Standard Height	EA	$ 680.00	$ 680.00
35	19"-24" Diameter Standard Height	EA	$ 940.00	$ 940.00
36	25"-30" Diameter Standard Height	EA	$ 1,220.00	$ 1,220.00
37	31"-36" Diameter Standard Height	EA	$ 1,450.00	$ 1,450.00
38	36"+ Diameter Standard Height	EA	$ 1,890.00	$ 1,890.00
	Tree Removal Only. No Stump Removal.			
39	0"-12" Diameter Standard Height	EA	$ 240.00	$ 240.00
40	13"-18" Diameter Standard Height	EA	$ 620.00	$ 620.00
41	19"-24" Diameter Standard Height	EA	$ 870.00	$ 870.00
42	25"-30" Diameter Standard Height	EA	$ 1,100.00	$ 1,100.00
43	31"-36" Diameter Standard Height	EA	$ 1,370.00	$ 1,370.00
44	36"+ Diameter Standard Height	EA	$ 1,720.00	$ 1,720.00
	Stump Removal			
45	Stump Removal per Stump Diameter Inch at Grade	INCH	$ 20.00	$ 20.00

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	Tree Planting and Staking	EA	$_____	$_____
46	15 Gallon (double staked per specs) – Labor, Equipment, Tree and Materials	EA	$ 180.00	$ 180.00
47	24 inch Box (double staked per specs) – Labor, Equipment, Tree and Materials	EA	$ 360.00	$ 360.00
48	36 inch Box (double staked per specs) – Labor, Equipment, Tree and Materials	EA	$ 1,000.00	$ 1,000.00
	General Labor Rates			
49	Hourly Rate for 1 Ground-person	HR	$ 89.00	$ 89.00
50	Hourly Rate for 1 Equipment Operator	HR	$ 89.00	$ 89.00
51	Hourly Rate for 1 Trimmer	HR	$ 89.00	$ 89.00
	Day Rate			
52	Day Rate Service Crew	DAY	$ 2,403.00	$ 2,403.00
53	Specialty Equipment Day Rate	DAY	$ 1,000.00	$ 1,000.00
	Emergency Services			
54	During normal business hours	HR	$ 109.00	$ 109.00
55	After hours, weekends and/or holidays	HR	$ 129.00	$ 129.00
	General Arborist Services			
56	Arborist Reports	HR	$ 150.00	$ 150.00
57	Level 1, 2, and 3 Risk Assessments	HR	$ 150.00	$ 150.00

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CITY OF WEST COVINA
RFP for Tree Trimming and Tree Maintenance Services (Spec No. 61-007)

ADDITIONAL SERVICES PRICING

DESCRIPTION	UNIT	UNIT PRICE
Specialty Equipment Pay Rate (ATV)	Per Day	$500.00
GPS Tree Inventory Add-on's	Tree Site	$5.00
Plant 48" box tree	Each	$1,950.00
Plant 60" box tree	Each	$5,950.00

PLANT HEALTH CARE SERVICES

DESCRIPTION	UNIT	UNIT PRICE
Tree Canopy Spraying from ground level	Per diameter inch	$ 6.00
Tree Canopy Spraying from aerial tower	Per diameter inch	$ 8.00
Description: Foliar hydraulic spraying of recommended material.		
Insecticide or Fungicide Trunk Banding	Per diameter inch	$ 6.00
Description: Trunk spray of recommended material.		
PGR Trunk Banding	Per diameter inch	$ 6.00
Description: Trunk spray of recommended material to regulate plant growth.		
Insecticide or PGR Soil Application (Cambistat)	Per diameter inch	$ 6.00
Description: Recommended insecticide soil injection or drench material to regulate plant growth.		
Insecticide or Fungicide Soil Application	Per diameter inch	$ 6.00
Description: Soil applied drench of recommended material.		
Soil Injection Fertilization	Per diameter inch	$ 6.00
Description: Soil applied injection of recommended material.		
Soil Drenching Fertilization	Per diameter inch	$ 6.00
Description: Soil application of recommended material.		
Trunk Injection (Insecticide/Miticide)	Per diameter inch	$ 8.00
Description: Trunk injected recommended material.		
Trunk Injection (Fungicide)	Per diameter inch	$ 6.00
Description: Trunk injected recommended material.		
Trunk Injection (Insecticide & Fungicide Combo)	Per diameter inch	$ 8.00
Description: Combination of one time trunk injection of two recommended materials.		
Avermectin Class Insecticide Injection	Per diameter inch	$6.00
Description: Recommended trunk injection of Emamectin benzoate active ingredient.		

*Prices may vary subject to the recommended rate of application, material availability, and best management practices.

COOPERATIVE PURCHASE

It is intended that any other public agency (e.g., city, county, district, public authority, public agency, municipality, and other political subdivision or public corporation) shall have the option to participate in any award made as a result of this solicitation at the same prices. The City shall incur no financial responsibility in connection with any purchase by another public agency. The public agency shall accept sole responsibility for placing orders and making payments to the vendor.

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II. Contractor shall perform all work at the rates on the Bid Sheet submitted as part of Contractor's Proposal, and listed below:

III. Within the budgeted amounts for each item on the Bid Sheet, and with the approval of the Contract Officer, funds may be shifted from one item's sub budget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Work is approved per Section 1.10.

IV. The City will compensate Contractor for the Services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

V. The total compensation for the Services shall not exceed the Contract Sum, as provided in Section 2.1 of this Agreement

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AMENDMENT NO. 1

TO AGREEMENT FOR PUBLIC WORKS SERVICES

THIS AMENDMENT TO THE AGREEMENT FOR PUBLIC WORKS SERVICES ("Amendment No. 1") by and between the **CITY OF GLENDORA** ("City") and **WEST COAST ARBORISTS, INC.,** a California corporation ("Contractor") is effective as of the 9th day of July, 2024.

RECITALS

A. City and Contractor entered into that certain Agreement for Public Works Services dated June 22, 2021 ("Agreement") whereby Contractor agreed to provide certain tree trimming and tree maintenance services. Except as otherwise defined herein, all initially capitalized terms used but not defined herein shall have the meaning ascribed to such term in the Agreement.

B. City and Contractor now desire to amend the Agreement to extend the term through June 30, 2025 and to increase the Contract Sum due to Contractor under the Agreement by $721,490 for the extension to the term of the Agreement.

TERMS

1. **Contract Changes**. The Agreement is amended as provided herein. Deleted text is indicated in ~~strikethrough~~ and added text in ***bold italics***.

a. 2.1 (Contract Sum) of the Agreement shall be revised as follows:

"Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed ***Two Million Four Hundred Twenty Two Thousand Four Hundred Ninety Dollars ($2,422,490)*** ~~$1,701,000 (One Million, Seven Hundred and One Thousand Dollars)~~ (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.10."

b. 3.5 (Term & Extended Term) of the Agreement shall be revised as follows:

"Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding ~~Three (3)~~ ***four (4)*** calendar years from the date hereof. The City Manager may, at his/her sole discretion, extend the Agreement for up to a maximum of ~~Two (2)~~ ***one (1)*** additional ~~one (1)~~ calendar year ~~terms~~ ***period***."

c. Exhibit "C" (Schedule of Compensation) attached to the Agreement shall be amended to include a new Part I.A. for such exhibit as shown in the Exhibit "C" attached hereto, which shall provide for the Schedule of Compensation for the period commencing on July 1, 2024 under the Agreement.

2. **Continuing Effect of Agreement.** Except as amended by this Amendment No. 1, the provisions of the Agreement shall remain unchanged and in full force and effect. From and

Docusign Envelope ID: 0FE3306C-2DB0-434F-949D-9C8788C606DB

after the date of this Amendment No. 1, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement, as amended by this Amendment No. 1 to the Agreement.

3. **Affirmation of Agreement; Warranty Re Absence of Defaults.** City and Contractor each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than as provided herein. Each party represents and warrants to the other that the Agreement is currently an effective, valid, and binding obligation.

Contractor represents and warrants to City that, as of the date of this Amendment No. 1, City is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

City represents and warrants to Contractor that, as of the date of this Amendment No. 1, Contractor is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

4. **Adequate Consideration.** The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment No. 1.

5. **Authority**. The persons executing this Amendment No. 1 on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment No. 1 on behalf of said party, (iii) by so executing this Amendment No. 1, such party is formally bound to the provisions of this Amendment , and (iv) the entering into this Amendment No. 1 does not violate any provision of any other agreement to which said party is bound.

6. **Counterparts.** This Amendment No. 1 may executed in one or more counterparts. Each of the parties intend to be bound by the signatures on any telecopied, .pdf or other electronically delivered document, and are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby wave any defenses to the enforcement of the terms of this Amendment No. 1 based on the form of signature.

[SIGNATURES ON FOLLOWING PAGE]

Docusign Envelope ID: 0FE3306C-2DB0-434F-949D-9C8788C606DB

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 1 on the date and year first-above written.

CITY:
City of Glendora, a municipal corporation

DocuSigned by:
Adam Raymond
A0FB4F5D056C43C...
Adam Raymond
City Manager
Jul 10, 2024 | 10:36 AM PDT

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

DocuSigned by:
Danny Aleshire
0D5924B7E6ED4A5...
Danny Aleshire
City Attorney

CERTIFY AVAILABILITY OF FUNDS:

DocuSigned by:
Kyle Johnson
CAEE701662584A4...
Kyle Johnson
Finance Director/City Treasurer

ATTEST:

DocuSigned by:
Kathleen Sessman
2252A9F44B69431...
Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:
WEST COAST ARBORISTS, INC.

DocuSigned by:
324C79EBEE1F4FC...
Name: Patrick Mahoney
Title: President
Email: pmahoney@wcainc.com
Jun 11, 2024 | 8:31 AM PDT

DocuSigned by:
RICHARD MAHONEY
E7EE9F99D1904DA...
Name: Richard Mahoney
Title: Secretary
Email: rmahoney@wcainc.com
Jun 11, 2024 | 8:23 AM PDT

Address: 2200 E. Via Burton Street
Anaheim, California, 92806

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer.

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EXHIBIT "C"

SCHEDULE OF COMPENSATION

I.A. For the period commencing on July 1, 2024 Contractor shall perform all work at the rates set forth below:

Item	Description	Unit	Unit Price
1	Grid Prune	Each	$ 68.25
2	LMD Grid Prune	Each	$ 148.90
3	Full Prune 0-18 DSH	Each	$ 82.70
4	Full Prune 19-30 DSH	Each	$ 124.10
5	Full Prune 31+ DSH	Each	$ 148.90
6	Crown Raise	Each	$ 61.00
7	Crown Clean 0-18 DSH	Each	$ 82.70
8	Crown Clean 19-30 DSH	Each	$ 124.10
9	Crown Clean 31+ DSH	Each	$ 148.90
10	Crown Reduction 0-18 DSH	Each	$ 93.05
11	Crown Reduction 19-30 DSH	Each	$ 148.90
12	Crown Reduction 31-36 DSH	Each	$ 190.25
13	Crown Reduction 36+ DSH	Each	$ 293.35
14	Date Palm Prune	Each	$ 206.80
15	Date Palm Trunk Clean	Each	$ 206.80
16	Fan Palm Prune	Each	$ 86.85
17	Fan Palm Trunk Clean	Each	$ 107.55
18	Palm Prune	Each	$ 68.25
19	Tree and Stump Removal 0-12 DSH	Each	$ 289.50
20	Tree and Stump Removal 13-18 DSH	Each	$ 703.10
21	Tree and Stump Removal 19-24 DSH	Each	$ 971.95
22	Tree and Stump Removal 25-30 DSH	Each	$ 1,261.50
23	Tree and Stump Removal 31-36 DSH	Each	$ 1,499.30
24	Tree and Stump Removal 36+ DSH	Each	$ 1,954.25
25	Tree Only Removal 0-12 DSH	Each	$ 248.15
26	Tree Only Removal 13-18 DSH	Each	$ 641.10
27	Tree Only Removal 19-24 DSH	Each	$ 899.60
28	Tree Only Removal 25-30 DSH	Each	$ 1,137.40
29	Tree Only Removal 31-36 DSH	Each	$ 1,416.60
30	Tree Only Removal 36+ DSH	Each	$ 1,778.50
31	Stump Only Removal	Inch	$ 20.70
32	Plant 15 Gallon Tree	Each	$ 186.10
33	Plant 24" Box Tree	Each	$ 372.25
34	Plant 36" Box Tree	Each	$ 1,034.00
35	Plant 48" Box Tree	Each	$ 2,016.30
36	Plant 60" Box Tree	Each	$ 6,152.30
37	Arborist Reports	Hour	$ 155.10
38	Risk Assessment	Hour	$ 155.10

Docusign Envelope ID: 0FE3306C-2DB0-434F-949D-9C8788C606DB

Item	Description	Unit	Unit Price
39	Canopy Spray - Ground	Inch	$ 6.20
40	Canopy Spray - Aerial	Inch	$ 8.25
41	Trunk Banding	Inch	$ 6.20
42	PGR Trunk Banding	Inch	$ 6.20
43	Soil Application	Inch	$ 6.20
44	Soil Injection	Inch	$ 6.20
45	Soil Drenching	Inch	$ 6.20
46	Trunk Injection - Insecticide/Miticide	Inch	$ 8.25
47	Trunk Injection - Fungicide	Inch	$ 6.20
48	Trunk Injection - Combo	Inch	$ 8.25
49	Trunk Injection - Avermectin	Inch	$ 6.20
50	GPS Tree Inventory Adds	Each	$ 5.15
51	Specialty Equipment Rental	Day	$ 517.00
52	Crew Rental - Per Worker	Hour	$ 92.05
53	Emergency Response - 7am to 4 pm - Per Worker	Hour	$ 112.70
54	Emergency Response - after hours - Per Worker	Hour	$ 133.40

The total compensation for the services during the period commencing on July 1, 2024 and ending on June 30, 2025 shall not exceed $721,490.

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AMENDMENT NO. 2

TO PUBLIC WORKS AGREEMENT

THIS AMENDMENT NO. 2 TO PUBLIC WORKS AGREEMENT ("Amendment") is made by and between the **CITY OF GLENDORA** ("City") and **WEST COAST ARBORISTS, INC.**, a California corporation ("Contractor") effective as of the ____ day of _____, 2025.

RECITALS

A. City and Contractor entered into that certain Public Works Agreement, dated June 22, 2021 ("Agreement") whereby Contractor agreed to provide tree trimming and tree maintenance services. Initially capitalized terms used but not defined herein shall have the meaning set forth in the Agreement.

B. City and Contractor amended the Agreement pursuant to that certain Amendment No. 1, dated July 9, 2024 ("Amendment No. 1") in order to extend the term of the Agreement through June 30, 2025 and increase the Contract Sum by $721,490 for the extension to the term.

C. City and Contractor now desire to amend the Agreement to extend the term of the Agreement for an additional one-year period through June 30, 2026, and to increase the Contract Sum, by $741,490 for the period commencing on July 1, 2025 and ending on June 30, 2026.

TERMS

1. **Contract Changes**. The Agreement is amended as provided herein. Deleted text is indicated in ~~strikethrough~~ and added text in ***bold italics***.

a. Section 2.1 (Contract Sum) of the Agreement shall be revised as follows:

"Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed ***Three Million one Hundred Sixty Three Thousand Nine Hundred Eighty Dollars ($3,163,980)*** ~~Two Million Four Hundred Twenty Two Thousand Four Hundred Ninety Dollars ($2,422,490)~~ (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.10."

b. Section 3.5 (Term & Extended Term) of the Agreement shall be deleted and replaced as follows:

"Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services, but not exceeding the date of June 30, 2026."

c. Exhibit "C" (Schedule of Compensation) attached to the Agreement shall be amended to include a new Part 1.B. for such exhibit as shown in the Exhibit "C" attached hereto which shall provide for the Schedule of Compensation for the period commencing on July 1, 2025.

Docusign Envelope ID: 34CDD52D-734A-4087-9996-BA41D69C66AB

2. **Continuing Effect of Agreement.** Except as amended by this Amendment, the provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement, as amended by Amendment No. 1 and this Amendment to the Agreement.

3. **Affirmation of Agreement; Warranty Re Absence of Defaults.** City and Contractor each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than as provided herein. Each party represents and warrants to the other that the Agreement is currently an effective, valid, and binding obligation.

Contractor represents and warrants to City that, as of the date of this Amendment City is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

City represents and warrants to Contractor that, as of the date of this Amendment, Contractor is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

4. **Adequate Consideration.** The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

5. **Authority**. The persons executing this Amendment on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment on behalf of said party, (iii) by so executing this Amendment, such party is formally bound to the provisions of this Amendment, and (iv) the entering into this Amendment does not violate any provision of any other agreement to which said party is bound.

6. **Counterparts**. This Amendment 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. Each of the parties intend to be bound by the signatures on any telecopied, .pdf or other electronically delivered document, and are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby waive any defenses to the enforcement of the terms of this Amendment based on the form of signature.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Docusign Envelope ID: 34CDD52D-734A-4087-9996-BA41D69C66AB

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date and year first-above written.

CITY:
CITY OF GLENDORA, a municipal corporation

Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

DocuSigned by:
Danny Aleshire
0D5924B7E6ED4A5...
Danny Aleshire
City Attorney

CERTIFY AVAILABILITY OF FUNDS:

DocuSigned by:
Kyle Johnson
CACE701662584A4...
Kyle Johnson
Finance Director/City Treasurer

ATTEST:

Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:
WEST COAST ARBORISTS, INC., a California corporation

DocuSigned by:
324C79FBEE1F4FC...
Name: Patrick Mahoney
Title: Chief Executive Officer
Email: pmahoney@wcainc.com
May 22, 2025 | 6:01 AM PDT

DocuSigned by:
RICHARD MAHONEY
E7EE9F99D1904DA...
Name: Richard Mahoney
Title: Secretary
Email: rmahoney@wcainc.com
May 21, 2025 | 3:26 PM PDT

Address: 2200 E. Via Burton Street
Anaheim, California, 92806

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONTRACTOR'S SIGNATURES SHALL BE DULY NOTARIZED UNLESS EXECUTED UTILIZING DOCUSIGN.

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EXHIBIT "C"

SCHEDULE OF COMPENSATION

I.B. For the period commencing on July 1, 2025, Contractor shall perform all work at the rates set forth below:

Period: July 1, 2025 through June 30, 2026

Item	Description	Unit	Unit Price
1	Grid Prune	Each	$ 70.37
2	LMD Grid Prune	Each	$ 153.53
3	Full Prune 0-18 DSH	Each	$ 85.27
4	Full Prune 19-30 DSH	Each	$ 127.96
5	Full Prune 31+ DSH	Each	$ 153.53
6	Crown Raise	Each	$ 62.90
7	Crown Clean 0-18 DSH	Each	$ 85.27
8	Crown Clean 19-30 DSH	Each	$ 127.96
9	Crown Clean 31+ DSH	Each	$ 153.53
10	Crown Reduction 0-18 DSH	Each	$ 95.94
11	Crown Reduction 19-30 DSH	Each	$ 153.53
12	Crown Reduction 31-36 DSH	Each	$ 196.17
13	Crown Reduction 36+ DSH	Each	$ 302.47
14	Date Palm Prune	Each	$ 213.23
15	Date Palm Trunk Clean	Each	$ 213.23
16	Fan Palm Prune	Each	$ 89.55
17	Fan Palm Trunk Clean	Each	$ 110.89
18	Palm Prune	Each	$ 70.37
19	Tree and Stump Removal 0-12 DSH	Each	$ 298.50
20	Tree and Stump Removal 13-18 DSH	Each	$ 724.97
21	Tree and Stump Removal 19-24 DSH	Each	$ 1,002.18
22	Tree and Stump Removal 25-30 DSH	Each	$ 1,300.73
23	Tree and Stump Removal 31-36 DSH	Each	$ 1,545.93
24	Tree and Stump Removal 36+ DSH	Each	$ 2,015.03
25	Tree Only Removal 0-12 DSH	Each	$ 255.87
26	Tree Only Removal 13-18 DSH	Each	$ 661.04
27	Tree Only Removal 19-24 DSH	Each	$ 927.58
28	Tree Only Removal 25-30 DSH	Each	$ 1,172.77
29	Tree Only Removal 31-36 DSH	Each	$ 1,460.66
30	Tree Only Removal 36+ DSH	Each	$ 1,833.81
31	Stump Only Removal	Inch	$ 21.34
32	Plant 15 Gallon Tree	Each	$ 191.89
33	Plant 24" Box Tree	Each	$ 383.83
34	Plant 36" Box Tree	Each	$ 1,066.16
35	Plant 48" Box Tree	Each	$ 2,079.01
36	Plant 60" Box Tree	Each	$ 6,343.64
37	Arborist Reports	Hour	$ 159.92
38	Risk Assessment	Hour	$ 159.92

Docusign Envelope ID: 34CDD52D-734A-4087-9996-BA41D69C66AB

Item	Description	Unit	Unit Price
39	Canopy Spray - Ground	Inch	$ 6.39
40	Canopy Spray - Aerial	Inch	$ 8.51
41	Trunk Banding	Inch	$ 6.39
42	PGR Trunk Banding	Inch	$ 6.39
43	Soil Application	Inch	$ 6.39
44	Soil Injection	Inch	$ 6.39
45	Soil Drenching	Inch	$ 6.39
46	Trunk Injection - Insecticide/Miticide	Inch	$ 8.51
47	Trunk Injection - Fungicide	Inch	$ 6.39
48	Trunk Injection - Combo	Inch	$ 8.51
49	Trunk Injection - Avermectin	Inch	$ 6.39
50	GPS Tree Inventory Adds	Each	$ 5.31
51	Specialty Equipment Rental	Day	$ 533.08
52	Crew Rental - Per Worker	Hour	$ 94.91
53	Emergency Response - 7am to 4 pm - Per Worker	Hour	$ 116.20
54	Emergency Response - after hours - Per Worker	Hour	$ 137.55

City of Glendora | City Clerk
116 E. Foothill Blvd.
Glendora, CA 91741

DATE: June 9, 2025
TO: Honorable Mayor and City Council Members
FROM: Kathleen R. Sessman, City Clerk/Communications Director
SUBJECT: Delivery of Supporting Documentation

Attached is the new attachment, D. Presentation, that is associated with **Agenda Item #10 entitled, "Approval of Amendment No. 2 to the Public Works Agreement between West Coast Arborists, Inc. and the City of Glendora dated June 22, 2021 for Tree Trimming and Tree Maintenance Services in an Amount Not to Exceed $741,490 for FY 2025/26"** for the **June 10, 2025, City Council, Successor Agency, Housing and Public Financing Authority Meeting**.

Copies are made available on the dais and to the public.

No other changes being requested.

CONSIDERATION OF AN AMENDMENT WITH WEST COAST ARBORISTS FOR CONTINUED TREE TRIMMING & MAINTENANCE

PUBLIC WORKS
GLENDORA CITY COUNCIL
JUNE 10, 2025
VALERIE VELASQUEZ-SANTOYA, ASSISTANT PUBLIC WORKS DIRECTOR

BACKGROUND

West Coast Arborist (WCA): City Tree Trimming and Maintenance

- ❑ Serving Glendora since 1999
- ❑ Current Original Agreement awarded June 22, 2021
  - Initial 3-year term (through 2024)
  - Annual cost at $567,000; total $1,701,000
  - Two optional 1-year extensions
- ❑ Amendment No. 1 approved on July 9, 2024
  - Extended term through June 30, 2025
  - Increased cumulative costs from $1,701,000 to $2,422,490
    - Annual Cost for FY2025: $721,490 (3.4% increase / CPI)

EXTENSION OF SERVICE

Amendment No. 2

- ❑ Second of two 1-year Options to Extend
- ❑ Extends term through June 2026
- ❑ Cost Increase: $2,422,490 to $3,163,980
  - Extend service from 4 to 5 years
  - FY26 Annual Cost: $741,490
    - ➢ 3.11% increase (CPI)

Funding Source

General Fund	$642,040
Landscape Maintenance Dist.	$15,600
Water Fund	$13,860
	$671,500

Task	Frequency	Projected Annual Cost
Grid Prune	5-Year Pruning Cycle	$219,840
Ficus Prune (Village)	Annual	$175,000
Palm Prune	Bi-Annual	$50,000
Bougainvillea Trimming	Annual	$13,340
Planting	As Needed	$23,320
Removals	As Needed	$110,000
General Labor & Other Services	As Needed	$30,000
Emergency Response	As Needed	$50,000
	Subtotal	**$671,500**
Contingency		$69,990
	Total:	**$741,490**

CONSIDERATIONS

- WCA has served Glendora since 1999
- High service quality and responsiveness
- Expertise in urban forestry across CA and AZ
- CPI Increase over the Contract Period from 2021 - 2025 is 21.45%; the Actual Increase request is well below at 7.23%

RECOMMENDATION:

THAT THE CITY COUNCIL:

1. **Approve Amendment No. 2 to the Agreement between West Coast Arborists and the City of Glendora for Tree Trimming and Tree Maintenance Service**, increasing the authorized annual expenditure by an amount not to exceed $741,490 for FY2025/26, increasing the cumulative amount of the agreement to $3,163,980, and extending the term of the agreement through June 30, 2026; and
2. **Authorize City Manager To Execute Amendment No. 2.**

STAFF REPORT

TO:	**Mayor and Council Members**	**DATE:**	**June 10, 2025**
FROM:	**Human Resources**	**DISTRICT(S):**	**Not Applicable**

SUBJECT: **Memorandum of Understanding between the City of Glendora and Glendora Police Officer Association (GPOA) for the three-year term of July 1, 2025, through June 30, 2028**

RECOMMENDATION

That the City Council:

1. Waive full reading, read by title only and adopt a City Council Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, APPROVING A 2025-2028 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GLENDORA POLICE OFFICERS ASSOCIATION;" and,
2. Authorize the City Manager to execute the agreement and any and all non-substantive changes to the draft Memorandum of Understanding.

STRATEGIC FOCUS AREAS

Goal 3: Enhance Employee Development and Retention (EEDR) Option

BACKGROUND

On June 14, 2022, the City Council approved a Tentative Agreement with the Glendora Police Officers Association (GPOA) for a three-year term ending June 30, 2025. In compliance with the Myers-Milias-Brown Act (MMBA), representatives from the City and the GPOA commenced negotiations toward a successor MOU. Both parties were able to come to a tentative successor agreement what will cover the period from July 1, 2025, through June 30, 2028. A summary of the negotiated changes is listed below.

GPOA informed the City on May 6, 2025, that their membership had voted to accept the proposed terms. This action tonight seeks City Council approval of those terms and conditions negotiated.

ANALYSIS

The following summarizes the changes to the provisions of the negotiated tentative agreement:

1. Contract Term

- Three (3) year contract term: **July 1, 2025, through June 30,2028**.

2. Wages

- Effective the first full payroll period commencing on or after:
  - July 1, 2025, base salaries to be increased by four percent **(4%)** COLA.
  - July 1, 2026, base salaries to be increased by four percent **(4%)** COLA.
  - July 1, 2027, base salaries to be increased by three percent **(3%)** COLA.

3. Cafeteria Plan

- POA members will be allotted the following flexible benefits:

- Effective the first full pay period after July 1, 2025, flex benefits will increase by **$75 per month to $1,775** maximum.
- Effective the first full pay period after January 1, 2026, flex benefits will increase by **$75 per month to $1,850** maximum.

4. Retention Pay

- Officers and Corporals shall retain 2.5% after regular assignments in Investigations, Traffic, **Community Impact Team**, **School Resource Officer, and Canine Officer**. The 2.5% retention is a maximum amount and will not be cumulative and will be calculated off base plus P.O.S.T. pay. Further, the 2.5% retention is not applicable if the member is re-assigned to any Special Assignment designation that receives a 5% pay increase.

5. POST Certificate and Education Incentive

Effective the first full payroll period commencing on or after July 1, 2025.

- P.O.S.T. Certification pay shall be provided as follows for Employees who have qualified and applied for a P.O.S.T. Certification.
  - Intermediate Certificate will receive **four percent (4%)** additional compensation to their base salary.
  - Advanced Certificate will receive **seven percent (7%)** additional compensation to their base salary.

6. Field Training Officer Pay

- Employees who are assigned as a Field Training Officer shall receive an additional **five percent (5%)** of base plus P.O.S.T pay for each hour only when they are assigned to and actively training.

7. Deferred Compensation – City Contribution

- A deferred compensation match, up to $50 per pay period, maximum $1,200.00 annually.

FISCAL IMPACT

The total cost of the proposed MOU is projected at $3,174,006 for the total increases in wages and benefits for Glendora Police Officers Association employees over the three-year term. Funding is included in the proposed 2025-2027 Two-Year Budget.

Description	Detail	Year 1 FY 2026	Year 2 FY 2027	Year 3 FY 2028	Total
Net Change Salary YoY	Dollars	291,288	428,819	361,503	1,081,610
	Percent	4%	6%	5%	
Net Change Benefits YoY	Dollars	268,842	95,840	82,795	447,477
	Percent	10%	3%	3%	
Net Change YoY	Dollars	560,130	524,659	444,299	1,529,087
	Percent	6%	5%	4%	15%
Overall Costs	Year 1	560,130	560,130	560,130	
	Year 2		524,659	524,659	
	Year 3			444,299	
	Total	$ 560,130	$ 1,084,789	$ 1,529,087	$ 3,174,006

ENVIRONMENTAL DETERMINATION

Not Applicable.

Prepared By	Jaclyn Brown, Human Resources Analyst
Concurs With	Not Applicable
Reviewed By	Marie Ricci, Deputy City Manager
Certified to Availability of Funds	Kyle Johnson, Finance Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	Danny Aleshire, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

A. Glendora Police Officer Association Memorandum of Understanding
B. Glendora Police Officer Association Salary Schedule
C. Resolution

Attachments

A. POA MOU 2025-2028_Final DRAFT.pdf

B. POA Salary Schedule 7-1-25 to 6-30-28.pdf

C. Resolution.pdf

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE GLENDORA POLICE OFFICERS ASSOCIATION

AND

THE CITY OF GLENDORA

JULY 1, 2025 – JUNE 30, 2028

DRAFT

Approved by the Glendora City Council
on June 10, 2025

Resolution __25-_____

GLENDORA POLICE OFFICERS ASSOCIATION
MEMORANDUM OF UNDERSTANDING
JULY 1, 2025 – JUNE 30, 2028

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MEMORANDUM OF UNDERSTANDING
BETWEEN
GLENDORA POLICE OFFICERS ASSOCIATION & THE CITY OF GLENDORA
THREE YEAR TERM: JULY 1, 2025 – JUNE 30, 2028

ARTICLE 1 - PURPOSE

It is the purpose of this Memorandum of Understanding to set forth the full and entire understanding of the parties reached as a result of good faith negotiations regarding the wages, hours and other terms and conditions of employment of the employees covered hereby which understanding the parties intend jointly to submit and recommend for approval and implementation to Glendora City Council. It is agreed this Memorandum of Understanding shall not be binding upon the parties unless and until said Glendora City Council acts, by majority vote, formally to approve said Memorandum of Understanding.

ARTICLE 2 - RECOGNITION

Pursuant to the provisions of the City's Employee Relations Resolution, the City of Glendora hereby recognizes the Glendora Police Officers Association (“Association”) as the certified bargaining representative for those employees in the classification of Police Officer and Police Corporal.

ARTICLE 3 - NONDISCRIMINATION

A. The Association and the City recognize and agree to protect the rights of all employees to join and/or participate in protected Association activities or to refrain from joining or participating in Association activities.

B. The Association and the City agree that they shall not illegally discriminate against any employee because of race, color, sex, age, national origin, sexual orientation, political or religious opinions or affiliations and shall act affirmatively to accomplish equal employment opportunities for all employees. The Association and the City shall reopen any provision of this Agreement for the purpose of complying with any final order of a Federal or State agency or court of competent jurisdiction requiring a modification or change in any provision or provisions of this Agreement in compliance with State or Federal antidiscrimination laws.

ARTICLE 4 - CITY RIGHTS

It is understood that all rights, powers and authority possessed by the City prior to the execution of the Agreement are retained by the City and remain exclusively and without limitation within the rights of the City. Such rights include, but are not limited to, determinations as to appropriate levels of service; consideration of the merits, necessity, or organization of any service; determining the missions of its constituent departments;

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setting standards of service; determining manning requirements; assigning and approving overtime; determining the procedures and standard of selection for employment and promotion; directing its employees; contracting for any work or operation; determining the number and location of work stations; determining employee performance standards, including but not limited to, quality and quantity standards; determining the methods, means and personnel by which government operations are to be conducted; determining the content of job classifications; taking disciplinary action up to and including discharge for cause; relieving employees from duty because of lack of work or other economic reasons; taking all necessary actions to carry out its missions in emergencies, including the determination of whether or not an emergency exists; exercising control and discretion over its organization and the technology of performing its work, and establishing reasonable work and safety rules and regulations in order to maintain the efficiency and economy desirable in the performance of City services.

ARTICLE 5 - GLENDORA POLICE OFFICERS ASSOCIATION RIGHTS

It is understood and agreed that the Association has the right to:

A. Represent unit members at meet and confer sessions with Management representatives regarding wages, hours, and other terms and conditions of employment as the certified bargaining representative.

B. Inspect an employee's personnel file by appointment at a reasonable time, during normal business hours, provided the employee is present. The Association may not inspect background investigation material obtained from other employers upon which the hiring decision was made.

C. Use City facilities for membership meetings and conferences upon reasonable advance notice to the appropriate City official, subject to applicable City regulations and availability. No Association meetings to interview and/or to endorse political candidates will be held within the Police Department, or the Glendora City Hall building including the City Council chambers. Association may book and use other City facilities for such political purposes subject to the required facility use and insurance rules, and City will waive any applicable rental fees. However, Association meetings that are not utilized to interview and/or to endorse political candidates may be held at the Police Department, City Hall or other City facilities, subject to the facility use being pre-approved and availability, but without showing of insurance or payment of rental fees, unless rental fees are imposed upon the City for use of the facility. The Association shall pay any such rental fees.

ARTICLE 6 - TERM/EFFECTIVE DATE

The term of this Memorandum of Understanding (MOU) shall commence on July 1, 2025 and shall supersede any other agreement in effect at that time. This MOU shall expire and otherwise be fully terminated at 12 midnight on June 30, 2028. This MOU shall apply to the Association members on the City's payroll as of the date of adoption of this MOU by the City Council.

ARTICLE 7 - NO STRIKE

A. It is agreed and understood that there will be no concerted strike, sympathy strike, work stoppage, slowdown, obstructive picketing, or concerted refusal or failure to fully and faithfully perform job functions and responsibilities, or other concerted interference with the operations of the City by the Association or by its employees, agents, or members during the term of this Agreement. Compliance with the request of other labor organizations to engage in such activities is included in the prohibition.

B. The Association recognizes the duty and obligation of its representatives to comply with the provisions of the Agreement and to make every effort toward inducing its members not to strike or participate in a sympathy strike, work stoppage, slowdown, or obstructive picketing. The Association agrees in good faith to actively take affirmative action to cause those employees to cease such action.

C. It is agreed and understood that any employee concertedly violating this article may be subject to disciplinary action, up to and including discharge.

D. The expiration or violation of this Agreement shall not prejudice the City's right to assert the illegality of any such activities mentioned above if engaged in by the Association or employees.

ARTICLE 8 - HOURS

A. Definitions

1. The work period for employees covered by this MOU will be 160 hours in a 28-day work period as defined below:

    a. Employees working patrol will work three (3) consecutive 12 1/3-hour days with some employees working four (4) 10-hour days. Employees working 12 1/3-hour days will be required to work one additional 12-hour day in the 28-day work period. Employees will be entitled to a meal break during duty hours.

    b. If the above schedule fails to meet the needs of the department, the Chief of Police has the right to change the patrol schedule to one of

the following: a team 3-12 schedule with some 4–10-hour shifts or a 4-10 schedule with some 5–8-hour shifts. The Chief of Police will meet and confer with the Association prior to changing the schedule. Any changes in the department wide schedule will not take place without a 30-day notice. Except by mutual agreement between the employee and Chief of Police.

c. Employees working in the Traffic Unit will work a 4-10 schedule.

d. Employees working in the Detective Bureau will receive a 30-minute paid lunch period included in their assigned workday. They may also take another 30-minute meal break that is uncompensated.

e. Employees working in any other unit will work 8-, 9- or 10-hour days. Employees working these details may take up to an hour of uncompensated time for meal breaks.

f. Disaster Shift Schedule: Patrol employees will be assigned 12 hours on/12 hours off. Some employees may be assigned to overlap shifts of 8 or 10 hours as needed to properly staff and manage the emergency. This deployment will be discontinued once the disaster has been controlled and the City returns to normal operations.

2. Overtime increments

In compliance with FLSA, the minimum timekeeping interval shall be 15 minutes. Periods of time of seven (7) minutes or less shall be rounded down, and periods of time of eight (8) minutes or more shall be rounded up.

3. Compensatory Time

Compensatory time off, hereinafter referred to as "CTO", may be awarded in lieu of overtime pay in every category of overtime described in this order, except as provided.

B. Rules Governing Overtime

1. Supervisorial Authority

A supervisory officer shall have the authority to exercise control over a subordinate's work hours for the purpose of assuring adequate staffing to meet Department needs. A supervisor may award CTO instead of paid overtime, provided that the supervisor shall notify the subordinate in advance and comply with the Fair Labor Standards Act.

2. Accumulation of CTO

No officer may accumulate more than **100 hours** of CTO. All time accumulated above 100 hours shall be compensated for by pay each pay period during the year. At the first pay period that begins in June, all CTO above 40 hours will be paid at the current rate of pay. Should the employee elect to retain a lesser amount of CTO carryover hours, he/she may do so by notifying the Finance Director.

C. Compensation Schedule

1. Time and One-Half Compensation

Employees shall be paid time and one-half their regular rate of pay for hours worked in excess of the regularly scheduled work shift as set forth herein.

a. Call-Out (Minimum: 2 hours)

A call-out occurs when employees are called to work by a supervisor, provided that the time worked does not immediately precede or follow a regularly scheduled shift.

b. Court Appearance

Employees required to make the following court appearances pursuant to a subpoena shall be compensated for a minimum of three (3) hours plus actual total additional time in excess of three (3) hours while in court and/or traveling. (For example, 1 hour of court appearance and 1 hour of travel, results in 3 hours of compensation. Three hours of court appearance and two hours of travel, results in five (5) hours of compensation.)

This applies to employees who are required to make an appearance in court in answer to a subpoena involving a criminal case, or to an administrative hearing involving the City of Glendora, where the employee is subpoenaed by the City or ordered by the City to attend. This "court appearance" provision shall also apply to employees subpoenaed to an administrative hearing by a City employee, but only in those instances where, in the sole discretion of the Chief of Police, there does not reasonably appear to be an abuse of process by the employee which reasonably appears to be related to creating inconvenience, overtime or other expenses to the Department, unrelated to necessities for production of evidence at the hearing. It is the responsibility of each officer to inform his supervisor of the actual time involved. It is not necessary for off-duty employees to start from the police facility or to return to it immediately upon leaving court.

c. Special Event Assignment (Minimum: 2 hours)

This section applies to employees who are assigned to special events in the City of Glendora, regardless of whether such duty immediately precedes or follows a regularly assigned shift.

d. Extended Shift and Shift Shortage (Minimum: 1 hour)

Employees who are assigned to work either immediately before or after their regularly assigned shift are considered to have worked an extended shift.

e. Academy Instruction and Presentations (Minimum: 2 hours)

Off duty employees who teach a class at a Department-sponsored academy or who make crime prevention speeches or other public presentations shall be compensated at time and one-half.

f. Range Attendance (Minimum: 2 hours)

Employees are required to attend the range and shall attend during on-duty hours whenever possible. Employees may attend the range off-duty with prior supervisor approval. Employees who attend the range during their off-duty time with prior supervisor approval will receive overtime compensation.

g. Special Duty (Minimum: 3 hours)

Special Duty is when the City of Glendora, an organization or individual contracts and pays for police services such as sporting events, dances, special events, movie or television production, etc.

Special duty may not be taken as CTO. Special duty will be filled on a voluntary basis whenever possible; however, a supervisor shall have the authority to assign Employees as necessary to provide coverage.

h. Inspections, Station Meetings, FTO Meetings (Minimum: 2 hours)

i. Field Training Officers Late Reports with Trainees (No minimum)

Field Training Officers who must remain with their trainees at the end of a regularly assigned shift as a result of an incident requiring a report or booking will be paid time as provided in 8-A-2.

k. Training and Travel (No Minimum)

Employees assigned to training will attend and travel on-duty whenever possible by administratively adjusting their regular work shift(s) accordingly. Employees will not be required to use leave time to attend or travel to training assigned by the department.

Employees assigned to training off-duty will receive hour for hour overtime for time actually spent in training. If the training is off-site, employees will receive one-hour minimum travel time and hour for hour thereafter for additional time spent traveling to and from training, if the employee's work hours cannot be adjusted to cover travel to and from training. Will receive actual time traveled, with a minimum of one hour.

Employees who request non-assigned training are subject to the discretionary approval of the Chief of Police for compensation.

l. Late Reports (No minimum)

Supervisors shall estimate the amount of time necessary for a skilled officer to complete a late report or booking, which occur at or near the end of the officer's assigned shift and approve overtime for these duties on that basis. Barring unforeseen circumstances, an officer will only be compensated for this estimated time.

m. Background Investigations and Administrative Projects (No minimum)

Employees who are assigned to conduct background investigations or to complete other administrative projects.

n. Extradition

If extradition is conducted during the normal workweek, the Employee's hours will be adjusted whenever possible. If extradition duties are conducted off-duty, compensation will be hour for hour worked to a maximum of 12 hours per 24-hour day.

2. On-Call Compensation

All CTO referred to in this section will be at straight time and

a. Employees who have been subpoenaed into court on an "on-call" status shall receive two hours CTO for all time spent on-call prior to 12:30 p.m., and two hours CTO for all time spent on call after 12:30 p.m. Employees who are working any portion of the morning or

afternoon when they are on-call shall not be eligible for on-call compensation.

b. Employees who are designated as the investigator on-call for a week shall receive four hours pay for being on call each Saturday, Sunday, or holiday.

D. Days/Hours

Any reference to "day" in this or any other section of the MOU shall be changed to the hourly equivalent of eight (8) hours.

ARTICLE 9 — WAGES

A. Effective the first full payroll period commencing on or after:

a) July 1, 2025, base salaries to be increased by four percent (4%) COLA.
b) July 1, 2026, base salaries to be increased by four percent (4%) COLA.
c) July 1, 2027, base salaries to be increased by three percent (3%) COLA.

B. Any employee represented by this bargaining unit hired after October 4, 2011, shall be eligible for salary step 2 (i.e., B) upon completion of twelve (12) months of employment and for continued satisfactory and efficient service and continued improvement in the effective performance of the duties of the position. All remaining personnel rule conditions precedent to advancement to salary step 2 (i.e., B) shall remain unchanged.

C. Appointment or Promotion to Corporal

An Officer appointed or promoted to Corporal will be eligible for a salary step increase upon successful completion of their probationary period. The Corporal will be eligible for step increases annually thereafter until top step is reached.

ARTICLE 10 – ADDITIONAL PAYS

A. BILINGUAL COMPENSATION
The City has sole and exclusive right to determine which employees, and how many employees, are eligible to receive bilingual pay of $150.00 per month. Designated employees will be required to speak and/or write fluent Spanish or other languages as designed by the City based on community needs. The City shall administer a competency test to certify fluency in the designated languages. Such certification shall be a condition prior to qualifying for bilingual pay.

B. CANINE HANDLER
This performance pay is compensation for the extra work hours required to maintain the City owned canine at the officer's residence, including but not limited to: grooming,

feeding, transportation and clean-up. The Officer assigned to canine handler duty will not be required to work the additional 12-hour day per 28-day work period (Payback Day) but will receive the 12-hour compensation for that workday. This stipend represents a good faith estimate by POA and the City as to the average amount of time that canine officers devote to animal care.

C. COMPENSATION FOR VEHICLE PAY

Employees who are required to use their personal vehicle on City business will be reimbursed at the current IRS rate per mile.

D. EDUCATION PAY

Members with a BA or BS degree will receive 3.0% additional pay and Members with a MA or MS degree will receive 5.5% in additional pay. Education pay is not cumulative and is calculated on the sum of Base Salary and P.O.S.T. Certificate pay.

E. P.O.S.T. CERTIFICATE PAY

1. Effective the first full payroll period commencing on or after July 1, 2025 P.O.S.T. Certification pay shall be provided as follows for Employees who have qualified and applied for a P.O.S.T. Certification.

    a. Intermediate Certificate will receive four percent (4%) additional compensation to their base salary.

    b. Advanced Certificate will receive seven percent (7%) additional compensation to their base salary.

    c. In any case where POST rejects the certificate application, the employee shall reimburse the City for all certificate-related amounts previously paid, in the same monthly amount as were the certificate benefits. It remains the individual employee's responsibility to remedy/challenge a POST determination rejecting issuance of a certificate. If and when such rejection is reversed by POST, then the City shall reimburse the employee for certificate-amounts that have been withheld. Said reimbursement shall be made in one lump sum. However, the parties agree that there shall be no retroactive recalculation of overtime payments that would have been affected had the employee at all times been receiving the certificate payments. However, where certificate payments have been made and overtime calculated upon said amounts, with POST thereafter rejecting issuance of the certificate, the employee shall not be required to reimburse the City for overtime amounts impacted solely by certificate pay.

F. FIELD TRAINING OFFICER

Definition: A Field Training Officer is an officer who is qualified to, and has, one or more trainees assigned to them for training and actually provides formal training to the trainee(s).

Compensation: Officers who are assigned as a Field Training Officer shall receive an additional five percent (5%) of base plus P.O.S.T pay for each hour only when they are assigned a trainee and actively training.

Training is an integral part of the Corporal's responsibility; therefore, Corporals are not eligible for Field Training Officer pay.

G. FOOTHILLS SPECIAL ENFORCEMENT TEAM

Employees assigned to the Foothills Special Enforcement Team (F.S.E.T.) are required to maintain top physical condition Physical qualification course takes place annually during the third training trimester in months of September, October, or November. Employees who do not pass the test on the first attempt will have one additional attempt on the remediation The results of the Physical Agility Test will be submitted to the Human Resources Division prior to November 15th of the test year. Employees receiving a passing score as determined by the Los Angeles County Sherriff's Department standard shall receive $-150.00 per month. FSET pay will be provided to employees who successfully pass the FSET physical agility test by the FSETs Chiefs' Board.

H. LONGEVITY PAY

Effective the first full payroll period commencing on or after July 1, 2022, currently employed members who have completed, regular, continuous, full-time years of service with the City may receive longevity pay as follows:

a. Five (5) years - two hundred dollars ($200) per month.
b. Ten (10) years - three hundred dollars ($300) per month.
c. Fifteen (15) years - four hundred dollars ($400) per month.

"Continuous" shall include all periods of continuous service with the City as Police Cadet, Reserve Police Officer, and full-time sworn police officer with the City.

I. RETENTION PAY

Employees shall retain 2.5% after regular assignment in Investigations, Task Force, Traffic, Community Impact Team, School Resource Officer, and Canine Handler. The 2.5% retention is a maximum amount, will not be cumulative and will be calculated on the sum of Base Salary and P.O.S.T Certificate Pay. Further, the 2.5% retention is not applicable if the member is re-assigned to any Special Assignment designation that receives a 5% pay increase

J. SHIFT DIFFERENTIAL

2.5% pay for staff assigned to patrol working the 5:10 p.m. to 5:30 a.m. will be calculated on the sum of Base Salary and P.O.S.T Certificate Pay.

K. SHOOTING BONUS

Members with range scores of an average of 290 or more over the course of the calendar year (January through November), with validation from the range master, will be eligible to receive a one-time bonus of $750.00 payable the first full pay period of December in each fiscal year.

L. SPECIAL ASSIGNMENT PAY

Employees regularly assigned to the Community Impact Team, Investigations Division, Task Force, School Resource Officer, Traffic, Canine Handler, or any other special assignment team approved by the Chief of Police, shall receive additional salary compensation of 5%, calculated on the sum of Base Salary and P.O.S.T. Certificate Pay. Employees assigned to positions for as collateral duty, limited training period, or as a temporary light-duty assignment shall not receive Special Assignment Pay.

M. TEMPORARY ASSIGNMENT COMPENSATION

An employee working in a higher assignment or rank for a period exceeding thirty (30) consecutive calendar days shall receive additional temporary compensation of $260 per month when assigned. If the employee works in the temporary assignment for less than a month, after having completed the thirty (30) consecutive calendar day period, the $260 shall be prorated. Any break in consecutive days of temporary assignment, shall cause the 30-day waiting period to recommence. Temporary assignment compensation shall be distributed in the payroll period during which time the temporary assignment occurred. The thirty (30) calendar day waiting period shall not be compensated for.

N. UNIFORMS

The City will pay employees covered under this Memorandum of Understanding an annual uniform allowance of $1,050.00 paid in equal installments through the City's payroll process, provided each employee purchases and maintains the uniform and safety equipment designated by the Chief of Police and which is currently listed in Police Department Lexipol Policy 1023. New employees shall be provided uniforms and equipment as designated in Police Department Lexipol Policy 1023 and will not be eligible to receive a uniform allowance check until the second year of employment. Safety equipment damaged in the line of duty will be repaired or replaced at city expense with the approval of the Chief of Police or his/her designee.

Department Lexipol Policy 1023 will be modified to specify a Training/Utility uniform to be maintained by employee.

The first issue of this uniform will be purchased by the City. Future purchases and maintenance will be the responsibility of each employee. This stipend represents a good faith estimate by POA and the City as to the average cost to maintain and purchase uniforms.

ARTICLE 11 – BENEFITS

A. BENEFIT PLAN:

1. Effective the first full payroll period commencing on or after July 1, 2025, employees are allotted a flexible benefit amount of $1,775.00 per month as outlined in section A (3).

2. Effective the first full payroll period commencing on or after January 1, 2026, employees are allotted a flexible benefit amount of $1,850.00 per month as outlined in section A (3).

3. Allocation of Benefits
    a. Flexible Benefit for Employees hired before January 1, 2018

        i. The employee will designate how the flexible benefit amount (with the exception of the Employer Contribution) will be allocated for medical insurance, dental insurance, dependent vision coverage, additional life insurance, deferred compensation, cash, subject to the following provisions:

            1. Employees may direct flexible benefit amounts to City designated medical plans in addition to the Employer Contribution. To the extent any premium exceeds the aggregate amount of the Employer Contribution plus any flexible benefit amount the employee may direct toward premiums, the employee will pay the additional cost.

            2. Employees may use flexible benefit amounts to purchase coverage for City dental and/or vision plans. If the premium exceeds the flexible benefit amount the employee will pay the additional cost.

            3. Employees may use flexible benefit amounts toward the purchase of additional life insurance to a maximum of $500,000- or 5-times annual salary, whichever is less, subject to the terms and conditions of the insurance policy.

4. Employees may use flexible benefit amounts to participate, up to the maximum amount allowed by law, in a City provided deferred compensation plan. (Participation is not limited to flexible benefit funds.)

5. Any amounts in excess of $930 per month shall not be convertible to cash.
    a. As long as the employee has enrolled in a City health plan or has presented proof of enrollment in alternative group health coverage, unless otherwise required by PERS or the I.R.S. Any flexible benefit amount taken as cash shall be made as a direct payment subject to state and federal taxable deductions. The flexible benefit amount may not be used to reimburse an employee for any premium expenses an employee may incur for an individual health insurance policy, including a policy purchased through Covered California.

b. Flexible Benefit for Employees hired <u>after January 1, 2018</u>

    i. The employee will designate how the flexible benefit amount (with the exception of the Employer Contribution) will be allocated for medical insurance, dental insurance, dependent vision coverage, or additional life insurance, subject to the following provisions:

        1. Employees may direct flexible benefit amounts to City designated medical plans in addition to the Employer Contribution. To the extent any premium exceeds the aggregate amount of the Employer Contribution plus any flexible benefit amount the employee may direct toward premiums, the employee will pay the additional cost.

        2. Employees may use flexible benefit amounts to purchase coverage for City dental and/or vision plans. If the premium exceeds the flexible benefit amount the employee will pay the additional cost.

        3. Employees may use flexible benefit amounts toward the purchase of additional life insurance to a maximum of $500,000- or 5-times annual salary, whichever is

less, subject to the terms and conditions of the insurance policy.

4. Employees may not use any amount of flexible benefit toward deferred compensation and is not convertible to cash.

B. DEFERRED COMPENSATION

1. Employees covered by this MOU may participate in the City's deferred compensation plan up to the maximum amount allowed by law.
2. The city will match up to $50 per pay period, maximum $1,200.00 annually.

C. HEALTH INSURANCE

1. Dental Insurance

It is mandatory for employees to enroll in the City's designated dental plan and pay the premium unless during the annual open enrollment period, the employee provides a written waiver and documentation confirming that s/he is enrolled in an alternative dental health plan. Dependent coverage is optional and at the employee's cost.

2. Medical Insurance

Employer Contribution to Health Insurance: The City contributes and will continue to contribute a monthly amount equal to the Public Employees' Medical and Hospital Care Act (PEMHCA) minimum towards the cost of any City offered medical plan. This amount cannot be taken as cash or allocated for any purpose other than City offered medical insurance. Any GPOA member that opts out of the City offered medical insurance is not entitled to this amount.

a. Plans Offered: The City will maintain its contract with PERS to provide coverage under the Public Employees' Medical and Hospital Care Act. Annuitants may participate at their cost subject to PERS regulations.

b. Circumstances Under Which an Employee May opt Out of City Coverage:

An employee is required to carry one of the City's designated medical plans unless he or she opts out. An employee may opt out of the City's designated medical plans during the annual open enrollment period by signing a waiver each year. If the employee provides a

signed waiver and documentation confirming that he/she is enrolled in an alternative group health plan that satisfies the Patient Protection and Affordable Care Act's (ACA) group health plan mandates, that employee will also be entitled to the flexible benefit. Any employee who opts out of the City's offered health insurance is not entitled to the employer contribution referenced above but may use the flexible benefit amount as described above as long as they have provided proof of enrollment in an alternative group health plan.

3. Vision Insurance

It is mandatory for employees to enroll in the City's designated vision plan. The City will pay the employee's portion of the Vision Plan cost. Dependent coverage is optional and at the employee's cost.

D. HOLIDAYS

There shall be twelve (12) paid holidays for full-time employees covered by this Agreement. These holidays shall be:

New Year's Day	Veterans Day
Martin Luther King, Jr. Day	Thanksgiving Day
Presidents' Day	Friday after Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	New Year's Eve Day

When a holiday falls on Saturday, the preceding Friday shall be observed, and when a holiday falls on a Sunday, the following Monday shall be observed for eligible employees such as non-patrol sworn personnel.

In lieu of such holidays, individuals assigned to patrol shall receive 3.69 hours "holiday pay" per pay period.

E. LIFE INSURANCE

The City shall provide a one hundred-thousand-dollar ($100,000) life insurance policy for each full-time employee represented by the Glendora Police Officers Association. The parties understand that all or part of the premium paid by the City for the increased life insurance coverage, are mandated by the I.R.S. as being taxable income to the employee.

F. RETIREMENT

1. Retirement Formula

a. The City of Glendora is a contracting agency of the State Public Employees Retirement System (CalPERS). Full-time Police Officers and Police Corporals, unless otherwise exempted, become members immediately upon appointment. The City of Glendora has a three-tier safety retirement plan as follows:

Tier 1

Three percent (3%) at 50 formula for employees hired on or before October 15, 2012.

The employee pays one hundred percent (100%) of the mandated CalPERS member contribution, which is **nine percent (9%)** of compensation.

Tier 2

Two percent (2%) at 50 formula for employees hired after October 15, 2012, and for employees hired on or after January **1,** 2013, who are considered "Classic Members" by CalPERS under PEPRA.

The employee pays one hundred percent (100%) of the mandated CalPERS member contribution, which is **nine percent (9%)** of compensation.

Tier 3

Two-point seven percent (2.7%) at 57 formula for employees hired on or after January 1, 2013, that meet the definition of "New Member" under PEPRA.

The employee pays one hundred percent (100%) of the mandated CalPERS member contribution, which is equal to fifty percent (50%) of the normal cost as calculated annually by CalPERS.

The City amended its contract with CalPERS, to become effective the first pay period beginning in July 2004, to add Section 21024, "Military Service Credit as Public Service. **Note**: Employee opting under Section 21024 is to be responsible for payment to CalPERS for any employee "catch up" contributions owed to CalPERS.

2. Unused Sick Leave Credit

The City shall contract with CalPERS to provide the unused sick leave credit (Section 20965).

3. Final Retirement Compensation

The City shall maintain contract with CalPERS to retain "single highest year retirement compensation" formula (Retirement law Section 20042) for **Tier 1** employees (3% at 50 formula).

Tier 2 employees (2% at 50 formula) and **Tier 3** employees (2.7% at 57 formula) are subject to a "final compensation" determination based on the highest average annual compensation earnable by a CalPERS member during the three consecutive years/'three highest years" (30 months) of employment immediately preceding the effective date of the member's retirement.

4. 1959 Survivor Benefit Program

The City shall contract with the CalPERS to provide 1959 survivor benefit coverage to the fourth level of coverage. The cost is paid by employees to a maximum of $5 per month.

5. Retiree Health Insurance

The City pays and will continue to pay the current minimum employer contribution for retiree medical insurance as required by PEMHCA towards the cost of any City designated PERS retiree medical plan.

In recognition of increased medical insurance costs for retirees, in addition to the employer contribution described above, a supplemental reimbursement payment will be paid to Officers or Corporals who retire from their employment with the City of Glendora after September 16, 1996, by taking a regular service retirement in accordance with PERS and PEMHCA requirements, provided the officer has a minimum of 20 years of service as a California Peace Officer with a minimum of ten years of service as a Glendora Police Officer under the following terms and conditions.

The supplemental reimbursement payment will be for medical insurance premium costs incurred for the retiree, reimbursed quarterly upon submittal quarterly of proof of retiree incurred medical insurance coverage and costs of coverage, to age 65. Effective January 1, 2004, the City supplemental reimbursement will only be allowed for actual out-of-pocket medical insurance premium expenses incurred by the covered retiree up to $200 with proof of payment. For eligible retirees currently, or in the future, enrolled in one of the CalPERS authorized health plans and reported monthly to the City as enrolled, the City will waive the requirement for proof of coverage and automatically reimburse the retiree on a quarterly basis. The quarterly payments shall be subject to withholding tax and other deductions required by law. If the State and/or Federal governments enact

legislation to require the employer to pay toward retiree's medical insurance an amount equal to or greater than the above supplemental payment, this payment shall cease. If such legislation requires the employer to pay a lesser amount, the supplemental payment shall be reduced by that amount.

Previous supplemental health insurance payments benefiting past retirees will not change (*i.e.*, Employees retiring from September 16, 1996 through August 31, 2002, will receive $120 per month; Employees retiring after August 31, 2002 through December 30, 2003, will receive $150 per month, all subject to the provisions above).

6. The City will contract with CalPERS to include Sections 21266 and 21373 allowing surviving spouses to continue to receive benefits after remarriage.

All employee funding of employee retirement contributions shall be pursuant to Government Code section 20691.

G. TUITION REIMBURSEMENT

1. All non-probationary employees of the City shall be eligible for the tuition reimbursement program for courses of study or training taken at an Accredited College or University, directly related to the job or for preparing for future promotions within the City, subject to the limitations and provisions as described below: (Nonetheless, in the event of provision of tuition reimbursement on a Citywide basis resulting in the necessity of either a General Fund deficit or in the transfer into the General Fund of revenues from other sources, the tuition reimbursement provision shall be suspended until a deficit no longer exists, and any external funding source has been reimbursed for its transfer into the General Fund. However, in any instance where pre-course enrollment authorization to participate in the tuition reimbursement program was provided, a subsequent General Fund deficit as described herein, shall not impact eligibility of such an employee to receive the tuition reimbursement benefits set forth in this Article, but only for the particular unit(s) for which authorized enrollment was granted prior to incurring of the budgetary shortfall.)

2. All course work must be personally attended by the employee at a California Community College or a non-profit California Institution of Higher Learning. With the approval of the Department Head and the City Manager, on-line courses of instruction offered by a California Community College or California State College or University may be substituted in lieu of personal attendance in a classroom.

3. Each eligible employee shall obtain approval from his department head and City Manager for his/her course of study a minimum of two weeks prior to

enrollment. Approval must be obtained for place of education, course of study, time of completion and a total estimated cost to the City for the course or course anticipated. Re-approval must be obtained for each change in course or place of education. Maximum costs for tuition taken each year under this program shall be reimbursed for actual out-of-pocket costs incurred, based on the current cost of one academic year's undergraduate tuition (or portion thereof), at Cal Poly Pomona. The City, for the purposes of maximum reimbursement to employees, will view the academic year as September through August and will reimburse tuition at an amount not to exceed the cost of an academic year for 6.1 or more undergraduate units taken at Cal Poly Pomona, as shown on the State University Fee Schedule.

4. Reimbursement shall be limited to tuition costs only. There shall be no reimbursement for books and/or fees. Tuition reimbursement eligibility shall apply only to expenditures at State of California accredited community colleges and universities, or at State of California accredited private not for profit institutions. On-line or other home-study courses and institutions shall not be eligible for reimbursement unless they are from California colleges and universities.

5. The employee shall be reimbursed by the City, upon successful course completion and, upon submittal of verified receipts of pre-payment by the employee of all costs related to the program. Such costs shall include tuition only.

6. In order to receive reimbursement from the City for the course of study, the employee must complete the course with a minimum "C" or passing "credit" for classes without letter grades for each class taken within the time set forth, except for reasons of death, disability, involuntary service in the Armed Forces, or involuntary termination of employment.

7. If the employee voluntarily terminates his/her employment with the City within one year after completion of his/her course of study, the employee shall be required to repay to the City all sums expended in his/her behalf for the educational program during the one year prior to his/her termination, except that he/she will receive credit on the basis of one-twelfth (1/12) of the cost each month that he/she worked after completion of the course.

ARTICLE 12 – LEAVES

A. BEREAVEMENT LEAVE

If there is a death in the immediate family, including grandparents of the employee or spouse, as defined under Section 10.8 of the Personnel Rules, a full-time officer (including Probationary employees) shall be allowed leave of absence to attend to family needs for up to 40 hours with full pay.

B. FAMILY MEDICAL LEAVE ACT

Employees shall be eligible for family and medical leave to the extent mandated by Federal and State Law and may use Personal Emergency Leave in such situations as provided under Section D. (See City of Glendora Administrative Policy No. 6.11).

In accordance with City Administrative Policy 6.11 FMLA, when an employee is eligible for and requests FMLA leave, or when the City acquires knowledge that an employee's leave is for an FMLA qualifying reason, the City shall require the employee to use paid accrued leave concurrently with FMLA qualifying leave. However, the City shall not require employees to use sick leave when leave is taken for an ill family member. FMLA will not commence during the period of time an employee is on 4850 medical leave.

C. JURY DUTY

When required to serve on jury duty, an employee shall be assigned to a day shift or day watch and shall receive regular compensation pursuant to the City Personnel Rules, provided the employee has applied for a jury duty exemption for their Jury Duty.

D. PERSONAL EMERGENCY AND FAMILY ILLNESS LEAVE

1. Personal Emergency Leave

Employees who have at least one hundred forty-four (144) accumulated hours of sick leave on record may, with department head approval, use up to forty (40) hours of sick leave as "Personal Emergency Leave" per 12-month period commencing the last pay period in the month of December. Personal emergency leave may include such situations as lawyers and doctor appointments, driver license renewal, home repair appointments, domestic situations not involving family illness requiring personal immediate attention, and business appointments which normally cannot be done at other non-work times. It is not intended to be used to extend vacation time.

2. Family Illness Leave

Subject to the provisions of this MOU, the City Personnel Rules, and Section 233 of the California Labor Code, employees may use up to 48 hours of his/her annually accrued earned sick leave every year annually to attend to the illness of a family member child, parent, spouse, or registered domestic partner of the employee as defined under applicable law.

E. PREGNANCY LEAVE

City shall administer employee pregnancy leaves in accordance with Federal and State Laws.

F. SICK LEAVE ACCRUAL

Sick leave for full-time employees is accumulated at the rate of eight (8) hours for each full month of employment on an unlimited basis.

G. VACATION ACCRUAL

All eligible full-time employees earn vacation credits at the rate of eight (8) hours per month. After completion of five (5) years of service, sworn employees will receive increased vacation hours accrued at a fraction each pay period. The table below shows the number of hours of vacation relative to years of service.

Beginning of Year	Hours of Vacation
6	120
7	128
8	136
9	144
10	152
13	160
16	168

Employees with 1-15 years of service will stop accruing vacation leave if they have more than 160 working hours of vacation leave at the time of the first pay period that ends in January of each year. Only under special situations may more than 160 hours be carried over to the next calendar year and then only with the consent of the City Manager and the Chief of Police. If an employee has more than 160 hours of vacation leave at the end of the calendar year, the employee shall cease accruing vacation leave until the employee no longer has hours in excess of 160. If the City Manager and the department head agree to carry over hours in excess of 160 hours, this will not affect the employee's ability to accrue additional hours as vacation leave.

Employees with 16 years or more of service will stop accruing vacation leave if they have more than 168 working hours of vacation leave at the time of the first pay period that ends in January of each year. Only under special situations may more than 168 hours be carried over to the next calendar year and then only with the consent of the City Manager and the Chief of Police. If an employee has more than 168 hours of vacation leave at the end of the calendar year, the employee shall cease accruing vacation leave until the employee no longer has hours in excess of 168. If the City Manager and the department head agree to carry over hours in excess of 168 hours, this will not affect the employee’s ability to accrue additional hours as vacation leave.

ARTICLE 13 – DUES DEDUCTION

Upon written authorization by each Member, the City shall, on behalf of the Association, deduct monthly association dues from the Members’ salary.

ARTICLE 14 – IRS SECTION 125 and 129

City will maintain the IRS Section 125 and Section 129 plans to allow employees within this group the option to set aside pretax salary for excess premium costs for health, dental, and vision insurance and other eligible costs, with the understanding that if a third party administrator is retained, any service or administration fees will be employee costs and with the added condition that the Finance Division can accommodate implementation without additional administrative burden. The City retains the right to select and change the third-party administrator as necessary.

ARTICLE 15 – MEAL RECEIPTS

Travel and meal reimbursement shall be in the amount allowed by and subject to the conditions of City of Glendora Administrative Policy No. 3.08. No meal receipts shall be required unless required by a third-party funding agency or exceed the Per Diem amount allowed by City policy. If meal reimbursement is deemed taxable income, the employee shall pay the tax, if any.

Commuter lunch for training purposes shall be that amount which is reimbursed by POST. For POST or other authorized related off-site training, which requires an overnight stay, per diem meal reimbursement per POST guidelines shall not exceed $45 per day calculated in the amounts of $9 breakfast, $11 lunch, and $25 dinner. No meal receipts are required for per diem meals. Any meals provided by the hotel or training conference, not including continental breakfast, which are included in the registration or hotel fee, will be deducted from the per diem. If meal reimbursement is deemed taxable income, the employee shall pay the tax, if any.

ARTICLE 16 – MEDICARE

All employees hired after April 1, 1986, must participate in Medicare with the appropriate amount deducted from wages.

ARTICLE 17 – RESIDENCY REQUIREMENT

In order to provide an adequate response in the event of a natural disaster, major civil disobedience or other law enforcement needs, all Glendora employees obtaining sworn status on or after September 16, 1996, must have a permanent primary (i.e.: 51% or more of the time) residence within sixty-five (65) miles or less of the Glendora Police facility building.

ARTICLE 18 - MANAGEMENT AUTHORITY

The City Council, and its members, during the term hereof, shall deal with the administrative services of the City only through the City Manager, except for the purposes of inquiry; and neither the City Council nor any member thereof shall give orders to any subordinates of the City Manager. This is not to be interpreted as to restrict

communications initiated by the POA or its members with the City Council or its members.

ARTICLE 19 - SAVINGS CLAUSE

If any part or provision of this Memorandum of Understanding is held to be invalid or unenforceable by any tribunal of competent jurisdiction, such decision shall not affect the validity of the remainder of this Memorandum of Understanding.

ARTICLE 20 - PERSONNEL RULE 9.0

PRE-DISCIPLINE, DISCIPLINE AND APPEALS PROCEDURE

A. The City of Glendora Personnel Rules for Sworn Police Officers Rule 9.0, subsection 9.7.5 has been modified to read as follows:

9.7.5 Appeal of Disciplinary Action. Any employee may appeal a proposed suspension without pay in excess of three (3) workdays, demotion, restitution, or dismissal to the City Clerk within 10 working days after the receipt by the employee of the department head's answer. An appeal within the described time frame **shall not** suspend the effective date of the discipline.

B. All remaining personnel rule conditions precedent to Pre-Discipline, Discipline and Appeals Procedures shall remain unchanged.

The parties hereto have caused this Memorandum of Understanding to be executed this 10th day of June, 2025.

CITY OF GLENDORA

Dated: _____ By: _____
Adam Raymond, City Manager

Dated: _____ By: _____
Marie Ricci, Deputy City Manager

GLENDORA POLICE OFFICERS ASSOCIATION

Dated: _____ By: _____
Mykel Tso, POA President

CITY OF GLENDORA
POLICE OFFICERS ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 7, 2025

Revised 6/10/25 4% Increase

POSITION TITLE	CLASS	APPROXIMATE MONTHLY					APPROXIMATE ANNUAL					APPROXIMATE BIWEEKLY				
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
POLICE OFFICER	1311	7,866.92	8,260.26	8,673.28	9,106.93	9,562.29	94,403.00	99,123.11	104,079.30	109,283.19	114,747.47	3,630.88	3,812.43	4,003.05	4,203.20	4,413.36
POLICE OFFICER - INT POST	1311	8,181.59	8,590.67	9,020.21	9,471.21	9,944.78	98,179.12	103,088.03	108,242.47	113,654.52	119,337.37	3,776.12	3,964.92	4,163.17	4,371.33	4,589.90
POLICE OFFICER - ADVANCED POST	1311	8,417.60	8,838.48	9,280.40	9,744.42	10,231.65	101,011.22	106,061.72	111,364.85	116,933.02	122,779.79	3,885.05	4,079.30	4,283.26	4,497.42	4,722.30
POLICE CORPORAL	1312	9,120.66	9,576.69	10,055.53	10,558.30	10,822.26	109,447.87	114,920.25	120,666.37	126,699.60	129,867.13	4,209.53	4,420.01	4,641.01	4,873.06	4,994.89
POLICE CORPORAL - INT POST	1312	9,485.48	9,959.75	10,457.75	10,980.63	11,255.15	113,825.79	119,517.06	125,493.02	131,767.58	135,061.81	4,377.91	4,596.81	4,826.65	5,067.98	5,194.69
POLICE CORPORAL - ADVANCED POST	1312	9,759.10	10,247.06	10,759.42	11,297.38	11,579.82	117,109.22	122,964.66	129,113.01	135,568.57	138,957.83	4,504.20	4,729.41	4,965.89	5,214.18	5,344.53

CITY OF GLENDORA
POLICE OFFICERS ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 6, 2026

Revised 6/10/25 4% Increase

POSITION TITLE	CLASS	APPROXIMATE MONTHLY					APPROXIMATE ANNUAL					APPROXIMATE BIWEEKLY				
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
POLICE OFFICER	1311	8,181.59	8,590.67	9,020.21	9,471.21	9,944.78	98,179.12	103,088.03	108,242.47	113,654.52	119,337.37	3,776.12	3,964.92	4,163.17	4,371.33	4,589.90
POLICE OFFICER - INT POST	1311	8,508.86	8,934.30	9,381.01	9,850.06	10,342.57	102,106.29	107,211.55	112,572.17	118,200.70	124,110.86	3,927.16	4,123.52	4,329.70	4,546.18	4,773.49
POLICE OFFICER - ADVANCED POST	1311	8,754.31	9,192.02	9,651.62	10,134.19	10,640.92	105,051.66	110,304.19	115,819.45	121,610.34	127,690.98	4,040.45	4,242.47	4,454.59	4,677.32	4,911.19
POLICE CORPORAL	1312	9,485.48	9,959.75	10,457.75	10,980.63	11,255.15	113,825.79	119,517.06	125,493.02	131,767.58	135,061.81	4,377.91	4,596.81	4,826.65	5,067.98	5,194.69
POLICE CORPORAL - INT POST	1312	9,864.90	10,358.14	10,876.06	11,419.86	11,705.36	118,378.82	124,297.74	130,512.74	137,038.28	140,464.29	4,553.03	4,780.68	5,019.72	5,270.70	5,402.47
POLICE CORPORAL - ADVANCED POST	1312	10,149.47	10,656.94	11,189.79	11,749.28	12,043.01	121,793.59	127,883.25	134,277.53	140,991.31	144,516.14	4,684.37	4,918.59	5,164.52	5,422.74	5,558.31

CITY OF GLENDORA
POLICE OFFICERS ASSOCIATION SALARY SCHEDULE
SALARY SCHEDULE EFFECTIVE JULY 5, 2027

Revised 6/10/25 3% Increase

POSITION TITLE	CLASS	APPROXIMATE MONTHLY					APPROXIMATE ANNUAL					APPROXIMATE BIWEEKLY				
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
POLICE OFFICER	1311	8,427.04	8,848.39	9,290.81	9,755.35	10,243.12	101,124.50	106,180.67	111,489.75	117,064.16	122,917.49	3,889.40	4,083.87	4,288.07	4,502.47	4,727.60
POLICE OFFICER - INT POST	1311	8,764.12	9,202.32	9,662.44	10,145.56	10,652.85	105,169.48	110,427.90	115,949.34	121,746.72	127,834.19	4,044.98	4,247.23	4,459.59	4,682.57	4,916.70
POLICE OFFICER - ADVANCED POST	1311	9,016.93	9,467.78	9,941.17	10,438.22	10,960.14	108,203.21	113,613.32	119,294.03	125,258.65	131,521.71	4,161.66	4,369.74	4,588.23	4,817.64	5,058.53
POLICE CORPORAL	1312	9,770.05	10,258.55	10,771.48	11,310.05	11,592.81	117,240.56	123,102.57	129,257.81	135,720.61	139,113.67	4,509.25	4,734.71	4,971.45	5,220.02	5,350.53
POLICE CORPORAL - INT POST	1312	10,160.85	10,668.89	11,202.34	11,762.45	12,056.52	121,930.18	128,026.67	134,428.12	141,149.43	144,678.22	4,689.62	4,924.10	5,170.31	5,428.82	5,564.55
POLICE CORPORAL - ADVANCED POST	1312	10,453.95	10,976.65	11,525.49	12,101.75	12,404.30	125,447.40	131,719.75	138,305.86	145,221.05	148,851.63	4,824.90	5,066.14	5,319.46	5,585.43	5,725.06

RESOLUTION CC 2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENDORA APPROVING THE 2025-2028 MEMORANDUM OF UNDERSTANDING AGREEMENT WITH THE GLENDORA POLICE OFFICERS' ASSOCIATION.

THE CITY COUNCIL
City of Glendora, California

WHEREAS, the representative of the City of Glendora and the Glendora Police Officer Association (POA) met and negotiated a 2025-2028 Memorandum of Understanding, which was voted upon and approved by the POA membership.

NOW, THEREFORE, THE CITY COUNCIL THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council approves the 2025-2028 Memorandum of Understanding between the City of Glendora and the Glendora Police Officers' Association attached as Exhibit A

SECTION 2. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same into the Book of Original Resolutions and that this Resolution shall take effect and be in force on this date.

SECTION 3. The City Clerk is hereby directed to forward a copy of this Resolution to the Assistant Director - Human Resources.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Glendora this __ day of _____, 2025.

BY: _____
DAVID FREDENDALL
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

_____
DANNY WYNDER
City Attorney

CERTIFICATION

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ___day of ___, 2025, by the following vote:

AYES: MEMBERS:
NOES: MEMBERS:
ABSENT: MEMBERS:
ABSTAIN: MEMBERS:

Dated:

KATHLEEN R. SESSMAN
City Clerk/Communications Director