



CITY OF ARCADIA

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, April 21, 2026, 6:00 P.M.

Location: City Council Conference Room, 240 W. Huntington Drive

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

根据《美国残障人法案》，需要调整或提供便利设施才能参加会议的残障人士（包括辅助器材或服务）可与市书记官办公室联系（电话：(626) 574-5455）。请在会前 48 小时通知市书记官办公室，以便作出合理安排，确保顺利参加会议。

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

根据阿凯迪亚市的语言便利服务政策，英语能力有限并需要翻译服务才能参加会议的人可与市书记官办公室联系（电话：(626) 574-5455），请求提供志愿或专业翻译服务，请至少在会前 72 小时提出请求。

How to Submit Public Comment:

Members of the Public who wish to submit public comment may do so using one of the following methods. Public comment is limited to the time and words allotted.

1. **In-Person:** Complete a Speaker Card, indicating the agenda item number and place it in the Public Comment Drop Box, or simply come to the podium when the Mayor asks for those who wish to speak. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each**; between **6 and 20 speakers – 3 minutes each**; between **21 and 50 speakers – 2 minutes each**; and more than **50 speakers – 1 minute each**. Comments on all non-public hearing items will generally be taken at the Public Comment portion of the agenda.
2. **Website:** Please submit your comments using our online public comment form at ArcadiaCA.gov/comment. Your comments must be received at least 30 minutes prior to the posted meeting time.
3. **Email:** Please submit your comments via email to CityClerk@ArcadiaCA.gov. Your comments must be received at least 30 minutes prior to the posted meeting time.

Electronic submission of Public Comment is also available via the City's website or by email as noted above. Public Comment submitted electronically will not be read into the record at the posted meeting time but are forwarded to the City Council prior to the meeting for consideration.

如何提交公众评论意见：

公众成员可以使用以下任何一种方法提交公众评论意见。请在时间和字数的限制范围内提交公众评论意见

1. **现场发言：**填写发言卡，注明议程项目编号并投入公众意见投递箱；或在市长邀请发言者上前时，直接上前至讲台。发言时间通常根据发言人数确定，具体如下：**5** 人及以下，**每人 5 分钟**；**6** 至 **20** 人，**每人 3 分钟**；**21** 至 **50** 人，**每人 2 分钟**；超过 **50** 人，**每人 1 分钟**。所有非公开听证事项的意见通常在议程中的公众意见环节听取。
2. **网站：**请使用以下网站中刊载的在线公众评论意见表提交您的评论意见：ArcadiaCA.gov/comment。必须在公布的会议时间前至少提前 30 分钟提交评论意见。
3. **电子邮件：**请将您的评论意见通过电子邮件发送至：CityClerk@ArcadiaCA.gov。必须在公布的会议时间前至少提前 30 分钟提交评论意见。

亦可按照以下方法在本市网站上或通过电子邮件以电子方式提交公众评论意见。以电子方式提交的公众评论意见不会在公布的会议期间读入记录，但会在会议开始前转交给市议会，供市议会考虑。

CALL TO ORDER

ROLL CALL OF CITY COUNCIL MEMBERS

Eileen Wang, Mayor
Paul P. Cheng, Mayor Pro Tem
Dr. Michael Cao, Council Member
David Fu, Council Member
Sharon Kwan, Council Member

PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council is asked to complete a Speaker Card and place it in the Public Comment Drop Box prior to the time the Mayor calls for Public Comments. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5** speakers or less – **5 minutes each**; between **6** and **20** speakers – **3 minutes each**; between **21** and **50** speakers – **2 minutes each**; and more than **50** speakers – **1 minute each**. Comments on all non-public hearing items will generally be taken at the Public Comment portion of the agenda. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

STUDY SESSION

- a. Report, discussion, and direction regarding future park projects.

**Regular Meeting
City Council Chambers, 7:00 p.m.**

1. CALL TO ORDER

2. INVOCATION

Reverend Eva Thai-Erwin, Church of the Good Shepherd

3. PLEDGE OF ALLEGIANCE

Scouts BSA Troop 333 Rotary Club of Arcadia

4. ROLL CALL OF CITY COUNCIL MEMBERS

Eileen Wang, Mayor
Paul P. Cheng, Mayor Pro Tem
Dr. Michael Cao, Council Member
David Fu, Council Member
Sharon Kwan, Council Member

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

7. PRESENTATIONS

- a. Presentation of Proclamation to San Gabriel Valley Mosquito and Vector Control Director of Communications Anais Medina Diaz in recognition of California Mosquito Awareness Week.
- b. Presentation of Mayor's Certificate of Commendation to Sarah Li for receiving the Eagle Scout Award.
- c. Presentation of Mayor's Certificates of Commendation to AYSO Region 2 Fire & Ice Boys 10U team for winning the Western States Championship.

8. PUBLIC HEARING

Any person wishing to speak before the City Council on a public hearing item is asked to complete a Speaker Card, noting the agenda item number and placing it in the Public Comment Drop Box, prior to the start of the public hearing. Separate and apart from the applicant (who may speak longer in the discretion of the City Council), the allotted time is determined by the number of speakers, in accordance with the following format: **5** speakers

or less – **5 minutes each**; between **6** and **20** speakers – **3 minutes each**; between **21** and **50** speakers – **2 minutes each**; and more than **50** speakers – **1 minute each**. Under the Brown Act, the City Council is prohibited from discussing or acting on any item not listed on the posted agenda. The applicant may additionally submit rebuttal comments, at the discretion of the City Council.

You are hereby advised that should you desire to legally challenge in court or in an administrative proceeding any action taken by the City Council regarding any public hearing item, you may be limited to raising only those issues and objections you or someone else raised at the public hearing or in written correspondence delivered to the City Council at, or prior to, the public hearing.

- a. Resolution No. 7684 establishing and adjusting various fees for City services.
CEQA: Not a Project
Recommended Action: Adopt

9. PUBLIC COMMENTS (5-minute time limit each speaker)

Any person wishing to speak before the City Council is asked to complete a Speaker Card and place it in the Public Comment Drop Box prior to the time the Mayor calls for Public Comments. Generally, the allotted time is determined by the number of speakers, in accordance with the following format: **5** speakers or less – **5 minutes each**; between **6** and **20** speakers – **3 minutes each**; between **21** and **50** speakers – **2 minutes each**; and more than **50** speakers – **1 minute each**. Comments on all non-public hearing items will generally be taken at the Public Comment portion of the agenda. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

10. CONSENT CALENDAR

- a. Regular Meeting Minutes of April 7, 2026.
CEQA: Not a Project
Recommended Action: Approve
- b. Resolution No. 7680 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the Stormdrain Repair Project in the amount of \$58,757.50, offset by a reduction in the Capital Outlay Fund; and approve a contract with GRBCON, Inc. for the Stormdrain Repair Project in the amount of \$144,325.
CEQA: Exempt
Recommended Action: Adopt and Approve
- c. Donation of four E-Ride Pro electric motorbikes from YouTube, LLC for Fire Department use.
CEQA: Not a Project
Recommended Action: Accept

- d. Professional Services Agreement with Eurofins Drinking Water and Wastewater West, LLC for laboratory testing services of City water samples in an amount not to exceed \$172,878.50.
CEQA: Not a Project
Recommended Action: Approve
- e. Professional Services Agreement with AP Triton, LLC for Standards of Cover/Community Risk Assessment in an amount not to exceed \$80,000.
CEQA: Not a Project
Recommended Action: Approve
- f. Extension to the Purchase Order with Black & White Emergency Vehicles, LLC for the purchase of vehicle outfitting supplies and services in the amount of \$172,662.
CEQA: Not a Project
Recommended Action: Approve

11. CITY MANAGER

- a. Accept amendment to the Residential Refuse and Recycling Agreement with Waste Management and the proposed refuse rates for Fiscal Year 2026-27 through 2030-31, direct the Public Works Services Department to follow Proposition 218 Balloting Procedures to establish refuse rates, and set a public hearing for the June 16, 2026, City Council meeting.
CEQA: Not a Project
Recommended Action: Approve

12. AB 1234 REPORTS FROM MAYOR AND CITY COUNCIL (limited to legally required reports).

13. REQUEST FOR FUTURE ITEMS

14. ADJOURNMENT

The City Council will adjourn this meeting in memory of former Arcadia Mayor George Fasching to Tuesday, May 5, 2026, at 4:00 p.m. in the Arcadia Police Department Community Room/Emergency Operations Center ("EOC").

Welcome to the Arcadia City Council Meeting!

The City Council encourages public participation, and invites you to share your views on City business.

MEETINGS: Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:00 p.m. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (CityClerk@ArcadiaCA.gov). Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 240 W. Huntington Drive, Arcadia, California. Live broadcasts and replays of the City Council Meetings are on cable television. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

PUBLIC PARTICIPATION: Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the City Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane, or disruptive remarks. Where possible, please place a **Speaker Card** in the Public Comment Drop Box, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name and address (optional) for the record.

PUBLIC COMMENTS: Should be presented during the time designated as "PUBLIC COMMENTS", for all matters on the agenda or not on the agenda. **By State law, the City Council may not discuss or vote on items not on the agenda. The matter may be referred to staff for appropriate action or response or will be placed on the agenda of a future meeting except for public hearing items.**

PUBLIC HEARINGS AND APPEALS: Are items scheduled for which public input is either required or desired. Separate and apart from the applicant (who may speak longer in the discretion of the City Council), the allotted speaking time is generally determined by the number of speakers, in accordance with the following format: **5 speakers or less – 5 minutes each**; between **6 and 20 speakers – 3 minutes each**; between **21 and 50 speakers – 2 minutes each**; and more than **50 speakers – 1 minute each**. The applicant may additionally submit rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the City Council. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the City Council can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the City Council and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the City Council, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the City Council or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, shall serve as the Sergeant-at-Arms of the City Council meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official or a majority of the Councilmembers, for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

欢迎参加阿凯迪亚市议会会议！

市议会鼓励公众参与，欢迎您就市政事务分享观点。

会议： 市议会例行会议于每月第一个和第三个星期二晚 7:00 在市议会议事厅举行。完整的市议会议程资料包（含所有背景信息）可在市政厅和市网站 www.ArcadiaCA.gov 获取。如有需要，可通过电子邮件 (CityClerk@ArcadiaCA.gov) 索取单项议程报告副本。本议程公布后分发给多数市议会成员的文件，可在市书记官办公室查阅，地址为 240 W. Huntington Drive, Arcadia, California。市议会会议将通过有线电视直播和重播。您出席本次公开会议，您的影像和/或声音可能如前所述被录制和播放。

公众参与： 欢迎您参加所有市议会会议。每次例行会议均为希望在市议会发言的与会者预留时间。市府要求在市议会发言的人士避免发表人身攻击、诽谤、亵渎或扰乱秩序的言论。请尽可能将**发言卡**投入公众意见投递箱，或在市长邀请发言者上前时直接上前至讲台，并报上姓名和地址（可选）以供记录。

公众意见： 所有关于议程内或议程外事项的意见，均应在指定的“公众意见”环节提出。**根据州法律，对于未列入议程的项目，市议会不得予以讨论或投票表决。相关事宜可转交工作人员采取适当行动或做出回应，或列入未来会议议程，公开听证事项除外。**

公开听证和上诉： 这些是已列入议程、需要或希望听取公众意见的项目。除申请人外（市议会可酌情允许其发言更长时间），发言时间通常根据人数确定，具体如下：**5 人及以下，每人 5 分钟；6 至 20 人，每人 3 分钟；21 至 50 人，每人 2 分钟；超过 50 人，每人 1 分钟。** 申请人可另外提交反驳意见。

议程项目： 议程包含市议会的常规议事顺序。议程上的项目通常已由市府工作人员在会前进行审查和调查，以便市议会在决策前充分了解相关事项。

同意议程： 同意议程上的项目被市议会视为常规事项，将通过一次动议进行表决。除非市议会成员、工作人员或公众提出要求，否则不会对这些项目单独讨论。若有此要求，该项目将从同意议程中移除，并另行审议和表决。

会场秩序： 公众可自由批评市政政策以及市议会或其成员的行动或拟议行动，但不得有扰乱会议正常进行的行为，包括但不限于：妨碍其他与会者在发言时被听见，或妨碍其他与会者听见或看见会议进程。公众不得以人身伤害威胁任何人，或以任何可合理解读为迫在眉睫的人身伤害威胁的方式行事。所有与会者均须遵守市府禁止基于种族、宗教信仰、肤色、国籍、血统、身体残疾、健康状况、婚姻状况、性别、性取向或年龄进行骚扰的政策。警察局长或其指定的警局成员担任市议会会议的秩序官。秩序官须执行会议主持官员或多数议员下达的命令和指示，以维持会场秩序和礼仪。任何违反会场秩序和礼仪的人员可能被逮捕，并根据《刑法》第 403 节或适用的《Arcadia 市政法典》条款被起诉。



City of Arcadia

PROCLAMATION

WHEREAS, mosquitoes are capable of transmitting serious diseases such as West Nile virus and dengue, posing a growing public health concern in California; and

WHEREAS, invasive *Aedes* mosquitoes are spreading throughout Southern California, increasing the risk of local transmission of diseases like dengue; and

WHEREAS, in 2024, San Gabriel Valley communities reported 11 locally acquired dengue cases and over 50 detections of West Nile Virus activity, highlighting the importance of proactive mosquito control and community awareness; and

WHEREAS, the San Gabriel Valley Mosquito and Vector Control District works in partnership with the City of Arcadia to protect public health through mosquito surveillance, control, and education; and

WHEREAS, residents play a critical role in preventing mosquito breeding by eliminating standing water around their homes and neighborhoods; and

NOW THEREFORE, I, Eileen Wang, Mayor of the City of Arcadia, do hereby proclaim the week of April 19 - 25, 2026, as

CALIFORNIA MOSQUITO AWARENESS WEEK

in the City of Arcadia, and encourage all residents to **Tip, Toss, and Protect**—tip out standing water, toss unused containers, and protect themselves from mosquito bites.

*Dated this
21st Day of April, 2026*

Eileen Wang, Mayor





ADMINISTRATIVE SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Henry Chen, Administrative Services Director

SUBJECT: RESOLUTION NO. 7684 ESTABLISHING AND ADJUSTING VARIOUS FEES FOR CITY SERVICES
CEQA: Not a Project
Recommendation: Adopt

SUMMARY

On July 21, 2020, the City Council approved a User Fee Cost Recovery Level Policy (User Fee Policy), establishing recommended guidance for cost recovery levels and the frequency of updates. The policy states that the User Fee Schedule will be adjusted annually by the greater of general increases to total labor costs or the Consumer Price Index for the Los Angeles Urban Wage Earners and Clerical Workers ("CPI-W"), in order to ensure that fee rates and cost recovery levels are maintained over time.

Staff calculated the proposed adjustments based on the overall increase in total labor costs and subsequently reviewed the updated fees with each department. Departments made select modifications to reflect operational concerns, market conditions, and other policy considerations. In addition, certain City fees are tied to rates established by external agencies, and updates from those agencies have been incorporated into the proposed fee schedule.

The proposed resolution would add one new fee, increase 585 fees, reduce two fees, and leave 166 fees unchanged. Upon implementation, the fees would increase revenues Citywide by approximately \$225,000 annually. It is recommended that the City Council conduct a public hearing and adopt Resolution No. 7684 to adjust user fees for the City of Arcadia.

BACKGROUND

The City's Citizens Financial Advisory Committee ("CFAC") recommended that Arcadia retain consultant services to assist in preparing a detailed cost analysis of the City's productive hourly rates and user fees; and to adopt a User Fee Policy to provide guidance on the appropriate levels of cost recovery for fee-based activities. The objective was to ensure that the City is fully accounting for the costs and recovering adequate fees for providing those services. The City hired Willdan Financial Services ("Willdan") to prepare an updated user fee schedule. Willdan's focus was to ensure that the City is utilizing comprehensive overhead rates and accurately accounting for the true cost of providing various programs and services. Their report identified the recommended charges for City services and the recommended level of cost recovery, as determined through discussion with City staff and the City's User Fee Policy, adopted on July 21, 2020.

The User Fee Policy provides guidance on the appropriate levels of cost recovery for fee-based activities. This policy served as a general framework for developing specific user fee recommendations. The philosophy behind the policy and recommended cost recovery level policies are provided below:

1. **Communitywide vs. Private Benefit:** The use of taxpayer dollars is appropriate for services that benefit the community such as Police Patrol services. When the service or program provides a benefit to specific individuals or groups such as the issuance of building permits, it is common for the individual(s) receiving that benefit to pay for the full cost of that service.
2. **Service Recipient vs. Service Driver:** The concept of the service recipient vs. service driver is particularly important for regulated activities such as development review and public issued permits. Although the community primarily benefits, 100% cost recovery from the "driver" of the need for service is appropriate such as a building permit or Fire Code occupancy permit.
3. **Consistency with City Goals and Policies:** City policies and City Council goals related to the community's quality of life may also be factors in setting cost recovery levels. For example, fee levels can be set to promote healthy habits, facilitate environmental stewardship (e.g., encouraging solar panel installations), or discourage certain actions (e.g., false alarms).

4. **Elasticity of Demand for Services:** The level of cost recovery can affect the demand for services. A higher level of cost recovery could ensure the City provides services such as recreational classes or summer camps for children and youth, without over-stimulating the market with artificially low prices. Such low prices, which reflect a high General Fund subsidy, may attract participants from other cities or crowd out private options for the same service. However, high-cost recovery levels could negatively impact the demand for such services to low-income individuals, children, or seniors.

5. **Availability of Services from the Private Sector:** High-cost recovery levels are generally sought in situations where the service is available from other sources to preserve taxpayer funds for core City services. Conversely, services that are not available from other sources and are typically unavoidable and primary governmental services typically have low or zero cost recovery levels.

The table below categorizes cost recovery levels into three general ranges: High (70.1% to 100%), Medium (30.1% to 70%), and Low (0% to 30%). These groupings are intended to serve as policy guidance rather than strict thresholds. Overall, the proposed fees in this study are generally consistent with these ranges.

COST RECOVERY LEVELS	COST RECOVERY PERCENTAGE RANGE	POLICY CONSIDERATIONS	FEE EXAMPLES
HIGH	70.1% - 100%	<ul style="list-style-type: none"> • Individual users or participants receive most or all the benefit of the service. • Other private or public sector alternatives provide the service. • The use of the service is specifically discouraged. • The service is regulatory in nature 	Business Licenses & Permits Building & Planning Fees Attorney Fees Fire Code Fees Street Fees

COST RECOVERY LEVELS	COST RECOVERY PERCENTAGE RANGE	POLICY CONSIDERATIONS	FEE EXAMPLES
MEDIUM	30.1% - 70%	<ul style="list-style-type: none"> Services having factors associated with the Low and High-cost recovery levels 	Parking Fees Paramedic Membership Weed Abatement
LOW	0% - 30%	<ul style="list-style-type: none"> No intended relationship between the amount paid and the benefit received. Fee collection would not be cost effective and/or would discourage compliance with regulatory requirements. No intent to limit the use of the service. Public at large benefits even if they are not the direct users of the service. Affordability of service to low-income residents/seniors 	Recreation Fees (Classes) Library Fees (Programs) Facility Rentals

DISCUSSION

For Fiscal Year 2026–27, staff used the prior year’s fee schedule as a baseline and, consistent with the City’s User Fee Policy, applied an adjustment reflecting the overall increase in labor costs. Based on current labor agreements, labor costs are projected to rise by 5% in the upcoming fiscal year, and this factor was used to calculate the proposed fee adjustments. The resulting fees were then distributed to each department for review. Following departmental evaluation, certain fees were further refined to account for market conditions, service demand, and other policy considerations.

The proposed resolution would add one new fee, increase 585 fees, reduce two fees, and leave 166 fees unchanged.

A new fee being proposed is for the Public Works Services Department for the reinspection of a standpipe installation, which is used by developers to access water during construction. The new fee would more accurately reflect the costs of providing this service than other fees that were on the schedule already.

The proposed fee schedule also includes nine fees related to fire hydrant service for construction, outside city service, and private usage for the Public Works Services Department. These fees were previously approved by the City Council but not formally incorporated into the City's fee schedule. Including these previously adopted fees into the fee schedule will ensure periodic review and reduce confusion for staff and the public in the future.

It is recommended that the City Council conduct a public hearing and adopt Resolution No. 7684, establishing and adjusting various fees for the City of Arcadia. Following implementation, the new fee schedule would increase revenues by approximately \$225,000 annually.

PUBLIC COMMENTS/NOTICE

Consideration of Resolution No. 7684 requires a public hearing, which, per Resolution No. 7684, was noticed to the public by posting at the City Council Chambers, City Clerk's Office, the Public Library, and the City's website, beginning on April 10, 2026. As of the time this report was prepared, no comments have been received.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), and it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Projecting the fiscal impact of revised fees is inherently challenging due to the demand-driven nature of many services, which can vary significantly from year to year. However, staff have prepared an estimate based on the proposed percentage adjustments across key fee categories. Based on this analysis, the fee changes are anticipated to generate approximately \$225,000 in additional annual revenue. The updated fees will be incorporated into the proposed Fiscal Year 2026–27 budget, and are scheduled to take effect on July 1, 2026

RECOMMENDATION

It is recommended that the City Council find that the proposed action does not constitute a project under the California Environmental Quality Act (“CEQA”); and adopt Resolution No. 7684 establishing and adjusting various fees for City services.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Resolution 7684 (includes updated User Fee Schedule as Exhibit “A” to the Resolution)

RESOLUTION NO. 7684

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCADIA, CALIFORNIA, ESTABLISHING AND ADJUSTING VARIOUS FEES FOR CITY SERVICES

WHEREAS, California State law authorizes the City of Arcadia to collect fees and charges for services, provided such fees and charges do not exceed the reasonable cost of providing the service; and

WHEREAS, the City Council of the City of Arcadia has established certain fees and charges for services provided by the City of Arcadia; and

WHEREAS, the City Council desires to adjust certain fees and charges based upon review of said fees and charges; and

WHEREAS, the City Council has determined that such fees and charges shall be based on reasonable costs to the City for providing said services and updated annually by a CPI factor; and

WHEREAS, the City of Arcadia held a duly noticed Public Hearing to provide public input and review concerning adjustments in rates for said services.

NOW, THEREFORE, the City Council of the City of Arcadia does hereby resolve as follows:

SECTION 1. The establishment and adjustment of fees is statutorily exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15273 of the CEQA Guidelines (Sections 21080(b)(8) and 21082, Public Resources Code).

SECTION 2. Based on a cost allocation study performed by each City department, the fees set forth in this Resolution are necessary for the purposes set forth in this Resolution. Said fees do not exceed the estimated costs for providing the applicable service or programs; and the fees are not being imposed for general revenue purposes, but instead for full or partial recovery of the costs of providing said services and programs. Said fees are to cover the costs of various services and programs set forth in the Fee Schedule, attached hereto as Exhibit "A".

SECTION 3. The City Council hereby adopts the Fee Schedule, attached hereto as Exhibit "A".

SECTION 4. Any fees adopted prior to the adoption of this Resolution which are inconsistent herewith are hereby repealed, effective upon the date the fees set forth in Exhibit "A" take effect.

SECTION 5. This Resolution shall become effective April 21, 2026.

SECTION 6. All User Fees, including without limitation development fees, shall be imposed and collected commencing July 1, 2026.

SECTION 7. The City Clerk shall certify the adoption of this Resolution.

[SIGNATURES ON THE NEXT PAGE]

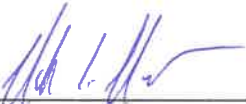
Passed, approved and adopted this 21st of April, 2026.

Mayor of the City of Arcadia

ATTEST:

City Clerk

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

Exhibit "A"

MISCELLANEOUS FEES - CITYWIDE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	ARCADIA TRANSIT DIAL-A-RIDE (RESIDENTS ONLY)					
1	Seniors/Disabled single one-way trip	\$ 0.50		Low		\$ 0.50
2	Seniors/Disabled Reduced fare monthly pass	\$ 5.00		Low		\$ 5.00
	ARCADIA TRANSIT FIXED ROUTE (GENERAL PUBLIC)					
3	General Public single one-way trip	\$ 0.50		Low		\$ 0.50
4	Seniors/Disabled single one-way trip	\$ -		Low	Free fare for seniors and disabled persons on the fixed route.	\$ -
	PHOTOCOPIING FEES (MATERIALS REPRODUCED BY THE CITY)					
5	First 25 pages	Free	per page	Low	For any single document	Free
6	Every page after 25 page	\$ 0.11	per page	High	For any single document	\$ 0.13
	RETURNED CHECKS/INSUFFICIENT FUNDS					
7	Non-Sufficient Check - 1st check passed	\$ 25.00	per returned item	High		\$ 25.00
8	Non-Sufficient Check - subsequent check to that payee passed in insufficient funds	\$ 35.00	per returned item	High		\$ 35.00

CITY MANAGER

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
CITY CLERK DUPLICATION SERVICES						
1	Municipal Code	Available for purchase on City's website through Municipal Code Corporation		High		Available for purchase on City's website through Municipal Code Corporation
2	Copies of City Documents - First 25 pages	Free		High		Free
3	Copies of City Documents - Every page thereafter	\$ 0.12	per page	High		\$ 0.13
4	DVD Duplication of City Council Meetings	Actual cost		High		Actual cost
CITY ATTORNEY FEES						
5	Subpoena for Records	\$ 15.00		High	Set by CA EVIDENCE CODE 1563.6	\$ 15.00
6	Employee Witness Fees (Subpoena)	\$ 275.00		High	Set by CA GOV CODE 68097.2	\$ 275.00
7	Recovery of Attorney Fees in any action, administrative proceeding or special proceeding to abate a public nuisance	Actual Cost		High		Actual Cost
8	City Attorney Pass Through Fees	City Attorney Private Law rate plus 10%		High		City Attorney Private Law rate plus 10%
9	Flashdrive	\$ 6.00		High		\$ 6.00
10	Notary Fee	\$ 15.00		High	Set by CA GOV CODE 8211	\$ 15.00
11	Temporary Use Permit	\$ 702.00		High		\$ 737.00

CODE SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	ADMINISTRATIVE CITATIONS					
1	First Violation (AMC Violation Only)	\$ 100.00		High	Set by AMC Section 1200(b)	\$ 100.00
2	Second Violation (within 24 months)	\$ 200.00		High	Set by AMC Section 1200(b)	\$ 200.00
3	Third and subsequent Violations (within 24 months)	\$ 500.00		High	Set by AMC Section 1200(b)	\$ 500.00
4	Delinquent Fines	10% surcharge		High		10% surcharge
5	Interest on Delinquent Fines	1/2 of 1% per month, pro rata		High		1/2 of 1% per month, pro rata
6	Non-Operating Property Annual Registry Fee	\$ 1,613.00		High		\$ 1,694.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
APPEALS						
1	Building Code Appeal	\$ 854.00		High		\$ 895.00
BUILDING PERMIT FEES						
2	Issuing Fee	\$ 67.00		High		\$ 70.00
3	Accessibility Review (ADA) Fees for Building Permit issuance	10% increase to base Building Permit Cost		High		10% increase to base Building Permit Cost
4	Accessibility Review (ADA) Fees for Building Permit issuance	15% increase to base Plan Check Cost		High		15% increase to base Plan Check Cost
Other Inspections						
5	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 160.00
6	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 160.00
7	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 160.00
PLAN REVIEW FEES						
8	When plans are required to be submitted by the Building Code, a plan review fee equal to 65 percent of the building permit fee shall be paid at the time of submitting plans and specifications for review.	65% of Building Permit Fee		High		65% of Building Permit Fee
9	When approved plans are revised, a supplemental plan review fee shall be paid to the City based on an hourly rate, with a minimum charge of one (1) hour. If the review is conducted by an external City plan check consultant, the fee shall be the actual cost of the review.	\$ 160.00	per hour	High		\$ 168.00
10	When plans are required to be submitted for compliance with the State Energy Conservation Regulations, an energy plan review fee equal to 20 percent of the building permit fee shall be paid at the time of submitting the plans and specifications for review.	20% of Building Permit Fee		High		20% of Building Permit Fee
11	When plans are required to be submitted for new commercial, industrial and multiple family buildings, a fire department plan review fee equal to 9.75 percent of the building permit fee shall be paid at the time of submitting the plans and specifications for review.	9.75% of Building Permit Fee		High		9.75% of Building Permit Fee

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
12	When plans are required to be submitted for compliance with the California Green Building Code Regulations, a Cal Green plan review fee equal to 10 percent of the total plan check fee shall be paid at the time of submitting the plans and specifications of review	10% of the total Plan Check Fee		High		10% of the total Plan Check Fee
13	WELO (Water Efficiency Landscape Ordinance), plan check fee by outside consultants	Actual Cost		High	Actual cost of review by outside plan check consultant.	Actual Cost
14	WELO Plan Check Fee	Actual Cost		High	Actual cost of inspection by outside plan check consultant.	Actual Cost
15	WELO Issuance fee	\$ 67.00		High		\$ 70.00
GRADING PLAN REVIEW AND PERMIT FEES						
16	Issuing Fee	\$ 67.00		High		\$ 70.00
PLUMBING PERMIT FEES						
17	Issuance fee, per permit	\$ 67.00		High		\$ 70.00
	Unit Fee Schedule					
18	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection therefore)	\$ 18.00		High		\$ 19.00
19	For each building sewer connection on property, including for each dwelling unit in a multiple-family development	\$ 43.00		High		\$ 45.00
20	Rainwater systems, per drain (inside building)	\$ 18.00		High		\$ 19.00
21	For each private sewage disposal system (where permitted)	\$ 131.00		High		\$ 138.00
22	For each water heater and/or vent	\$ 21.00		High		\$ 22.00
23	For each gas piping system of one to five outlets	\$ 21.00		High		\$ 22.00
24	For each gas piping system over five outlets, per outlet	\$ 5.00		High		\$ 5.00
25	For each interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$ 36.00		High		\$ 38.00
26	For installation, alteration, or repair of water service. Piping and or water piping to one (1) fixture	\$ 18.00		High		\$ 19.00
27	For repiping an existing domestic water supply and distribution system	By building permit value		High		By building permit value
28	For repair or alteration of drainage or vent piping, each fixture	\$ 18.00		High		\$ 19.00
29	For each lawn sprinkler system on any one meter including backflow protection devices therefore	\$ 25.00		High		\$ 26.00
30	For atmospheric-type vacuum breakers not included in items 1: 1 to 5	\$ 12.00		High		\$ 13.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
31	For atmospheric-type vacuum breakers not included in items 1: over 5, each	\$ 2.40		High		\$ 2.50
32	For each backflow protective device other than atmospheric-type vacuum breakers: 2 inches or smaller	\$ 21.00		High		\$ 22.00
33	For each backflow protective device other than atmospheric-type vacuum breakers: over 2 inches	\$ 43.00		High		\$ 45.00
34	For each swimming pool piping (including spas and hot tubs)	\$ 38.00		High		\$ 40.00
35	For each swimming pool "P" trap	\$ 12.00		High		\$ 13.00
36	For each swimming pool, spa and hot tub water heater (including gas piping)	\$ 54.00		High		\$ 57.00
37	For each sewer cap and/or cesspool fill	\$ 21.00		High		\$ 22.00
	Other Inspections					
38	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
39	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
40	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High	2 Hour Minimum	\$ 161.00
	PLUMBING PLAN REVIEW FEES					
41	For plumbing plans which require plan review, a plan review fee equal to 65 percent of the plumbing permit fee shall be paid to the Building Official at the time plans are submitted for review.	65% of Plumbing Permit Fee		High		65% of Plumbing Permit Fee
	ELECTRICAL PERMIT FEES					
42	Issuance fee, per permit	\$ 67.00		High		\$ 70.00
	Services					
43	For residential service of 600 volts or less and not over 400 amps in rating, including on meter each for residential service of 600 volts or less and over 400 amps in rating, including one (1) meter	\$ 25.00		High		\$ 26.00
44	For residential service of 600 volts or less, and over 400 amps in rating, including one (1) meter	\$ 71.00		High		\$ 75.00
45	For one commercial service 200 amps or less, including one meter each	\$ 45.00		High		\$ 47.00
46	For each commercial service 200 amps to 1,000 amps, including one meter each	\$ 76.00		High		\$ 80.00
47	For commercial services over 600 volts or over 1,000 amps in rating, including one meter each	\$ 153.00		High		\$ 161.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
48	For each additional meter	\$ 21.00		High		\$ 22.00
49	For each distribution panel	\$ 27.00		High		\$ 28.00
	New Residential Construction					
50	For each new single, duplex and multiple-family dwelling for each square foot of gross floor area	\$ 0.10		High		\$ 0.11
51	For buildings accessory to new residential buildings constructed in conjunction with those residential buildings for each square foot of gross floor area.	\$ 0.08		High		\$ 0.08
	Other Construction					
52	For receptacle, switch, lighting outlets: First 20, each	\$ 2.40		High		\$ 2.50
53	For receptacle, switch, lighting outlets: Additional, each	\$ 1.50		High		\$ 1.60
54	For lighting fixtures, sockets or other lamp devices: First 20, each	\$ 2.40		High		\$ 2.50
55	For lighting fixtures, sockets or other lamp devices: Additional, each	\$ 1.50		High		\$ 1.60
56	For pole or platform mounted lighting fixtures such as tennis courts, parking lot standards and walkway lighting fixtures, including any foundation: First 6	\$ 37.00		High		\$ 39.00
57	For pole or platform mounted lighting fixtures such as tennis courts, parking lot standards and walkway lighting fixtures, including any foundation: Additional, each	\$ 10.00		High		\$ 11.00
58	For fixed residential appliances or receptacle outlets for same, not exceeding 1 hp in rating, each	\$ 10.00		High		\$ 11.00
59	For nonresidential appliances and self-contained factory wired appliances not exceeding 1 hp, kw, or kva, each	\$ 10.00		High		\$ 11.00
60	For electrical apparatus, conduits and conductor for which a permit is required, but for which no fee is specified, each	\$ 22.00		High		\$ 23.00
	POWER SCHEDULE					
	For motors, generators, transformers, rectifiers, converters, capacitors, industrial heating, air conditioning and heat pumps, cooking or baking equipment and other apparatus, as follows:					
	Rating in hp, kw, kva or kvar:				For equipment having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. These fees include all switches, circuit breakers, contractors, thermostats, relays and other directly related control equipment	

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
61	Up to and including 1, each	\$ 11.00		High		\$ 12.00
62	Over 1 and not over 10, each	\$ 21.00		High		\$ 22.00
63	Over 10 and not over 50, each	\$ 36.00		High		\$ 38.00
64	Over 50 and not over 100, each	\$ 59.00		High		\$ 62.00
65	Over 100, each	\$ 94.00		High		\$ 99.00
	BUS WAYS					
66	For trolley and plug-in bus ways, each 100 feet or fraction thereof	\$ 13.00		High		\$ 14.00
	SIGNS				The fee for filing an application for a sign permit shall be the same as required for a building of equivalent valuation and shall also include a plan check fee which shall be 50% of the permit fee.	
67	For one sign, outline lighting and marquee supplied from one branch circuit, each	\$ 89.00		High		\$ 93.00
68	For additional branch circuits, each	\$ 8.00		High		\$ 8.00
	Carnivals, Christmas Tree Lots, Sales Lots, Etc.					
69	For electric generators and electrically driven rides, each	\$ 21.00		High		\$ 22.00
70	For mechanically driven rides and walk through attractions with lighting, each	\$ 11.00		High		\$ 12.00
71	For a system supplying booth lighting, each	\$ 11.00		High		\$ 12.00
72	For Christmas tree lots, sales lots, etc., each	\$ 43.00		High		\$ 45.00
	TEMPORARY POWER					
73	For temporary service pole or pedestal installed in conjunction with temporary buildings, each	\$ 75.00		High		\$ 79.00
74	For temporary service pole and one distribution system for construction sites, each	\$ 43.00		High		\$ 45.00
75	For additional distribution panels installed in conjunction with temporary power poles, each	\$ 21.00		High		\$ 22.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SWIMMING POOLS, HOT TUBS, ETC.					
76	For not more than one sub-panel, three motors, integral lighting fixtures and all wiring and lighting for operation of same	\$ 102.00		High		\$ 107.00
	ELECTRICAL PLAN REVIEW FEES					
77	For electrical plans that require plan review, a plan review fee equal to 65 percent of the electrical permit fee shall be paid to the Building Official at the time plans are submitted for plan review.	65% of Electrical Permit Fee		High		65% of Electrical Permit Fee
	MECHANICAL PERMIT FEES					
78	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	Unit Fee Schedule					
79	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h	\$ 25.00		High		\$ 26.00
80	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h	\$ 37.00		High		\$ 39.00
81	For the installation or relocation of each floor furnace, including vents	\$ 25.00		High		\$ 26.00
82	For the installation or relocation of each suspended heater, recessed wall heater or floor mounted unit heater	\$ 23.00		High		\$ 24.00
83	For the installation, relocation or replacement of each appliance vent installed and not included in any appliance permit	\$ 12.00		High		\$ 13.00
84	For the regular repair of, alteration of, or addition to each heating appliance refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by this code	\$ 25.00		High		\$ 26.00
85	For the installation or relocation of each boiler or compressor to and including 3 horsepower, or each absorption system to and including 10,000 Btu/h	\$ 25.00		High		\$ 26.00
86	For the installation or relocation of each boiler or compressor over 3 horsepower to and including 15 horsepower or each absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$ 48.00		High		\$ 50.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
87	For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower or each absorption system over 500,000 Btu/h and including 1,000,000 Btu/h	\$ 67.00		High		\$ 70.00
88	For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower or each absorption system over 1,000,000 Btu/h and including 1,750,000 Btu/h	\$ 100.00		High		\$ 105.00
89	For the installation or relocation of each boiler or compressor over 50 horsepower or each absorption system over 1,750,000 Btu/h	\$ 165.00		High		\$ 173.00
90	For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto	\$ 19.00		High	This fee shall not apply to an air-handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this Code	\$ 20.00
91	For each air-handling unit over 10,000 cubic feet per minute, including ducts attached thereto	\$ 33.00		High		\$ 35.00
92	For each evaporative cooler other than portable type	\$ 19.00		High		\$ 20.00
93	For each ventilation fan connected to a single duct	\$ 12.00		High		\$ 13.00
94	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$ 19.00		High		\$ 20.00
95	For the installation of each kitchen hood, which is served by mechanical exhaust, including ducts for such hood	\$ 19.00		High		\$ 20.00
96	For the installation or relocation of each domestic-type incinerator	\$ 33.00		High		\$ 35.00
97	For the installation or relocation of each commercial or industrial-type incinerator	\$ 131.00		High		\$ 138.00
98	For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this Code	\$ 19.00		High		\$ 20.00
99	For the installation of ducts to an existing comfort heating/cooling system, per system	\$ 13.00		High		\$ 14.00
100	For the installation of a factory built fireplace, including ducts attached thereto	\$ 19.00		High		\$ 20.00
	Other Inspections					
101	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
102	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
103	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 161.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	MECHANICAL PLAN REVIEW FEES					
104	For mechanical plans that require plan review, a plan review equal to 65 percent of the mechanical permit fee shall be paid to the Building Official at the time plans are submitted for plan review	65% of the Mechanical Permit Fee		High		65% of the Mechanical Permit Fee
	RELOCATION AND REMOVAL FEES					
105	A relocation examination fee is established in the amount of \$14.10 for each one hundred (100) square feet or fraction thereof of floor space, whether usable or not, contained within the building proposed to be relocated.	\$ 19.00	each one hundred sq ft	High		\$ 20.00
	Relocation Permit Fee					
106	Relocation permit fee shall be \$22.65 per one thousand dollars (\$1000.00) valuation, or fraction thereof of the building to be relocated. For the purpose of computing such fee, valuation shall include the reasonable cost of moving such structure and the reasonable value of all new construction, alterations, additions, repairs, replacements and foundations in connection therewith.	\$ 31.00	per one thousand dollars valuation	High		\$ 33.00
107	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	Removal Permit Fee (Export)					
108	The fee for filing an application for a removal permit shall be \$296.65 (route inspection fee and owner and mover bonds shall also be collected).	\$ 422.00		High		\$ 443.00
109	For the issuance of each permit	\$ 67.00		High		\$ 70.00
	DEMOLITION PERMIT FEES					
110	500 square feet or less	\$ 36.00		High		\$ 38.00
111	501 to 1,000 cubic yards	\$ 67.00		High		\$ 70.00
112	1,001 to 3,000 cubic yards	\$ 110.00		High		\$ 116.00
113	3,001 to 10,000 cubic yards	\$ 188.00		High		\$ 197.00
114	10,001 square feet or more	\$ 373.00		High		\$ 392.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
SWIMMING POOL PERMIT AND PLAN REVIEW FEES						
115	The fee for filing an application for a swimming pool permit and plan review shall be the same as required for a building of equivalent valuation.	Valuation Based	per perimeter foot	High		Valuation Based
116	For the issuance of each permit	\$ 67.00		High		\$ 70.00
SOLID WASTE MANAGEMENT FEE						
117	For the issuance of each building, demolition and reroofing permit	\$ 7.00		High		\$ 7.00
118	For the issuance of each electrical, plumbing, mechanical, sign, fire extinguishing, swimming pool and spa, fire alarm, grading and masonry wall permit	\$ 1.00		High		\$ 1.00
OTHER INSPECTIONS						
119	For an extra inspection made necessary due to work not being ready at the time specified or due to work not corrected after prior written notice	\$ 153.00		High		\$ 161.00
120	For an inspection for which no fees are herein prescribed, per hour (time consumed per hour with a minimum charge of 1 hour)	\$ 153.00		High		\$ 161.00
121	For inspections outside normal business hours, per hour (time consumed per hour with a minimum charge of 2 hours)	\$ 153.00		High		\$ 161.00
PARK FACILITIES IMPACT FEES (Resolution No. 6602, 01-15-08)						
122	Single Family Projects	\$ 2.85	per sq ft	High	Set Per Resolution, not subject to CPI Adjustment	\$ 2.85
123	Multi-family Projects	\$ 3.73	per sq ft	High	Set Per Resolution, not subject to CPI Adjustment	\$ 3.73
FIRE EXTINGUISHING, ALARM PERMIT PERMIT AND PLAN REVIEW FEES						
124	For the issuance of each permit	\$ 67.00		High		\$ 70.00
125	Change of Address Fee	\$ 883.00		High		\$ 927.00
126	Replacement Job Card	\$ 30.00	each	High		\$ 32.00
127	Temporary Certificate of Occupancy	\$ 270.00	each	High		\$ 284.00
128	Residential Solar < 10 kW	\$ 38.00	each	High		\$ 40.00
129	Residential Solar >10 kW	\$ 76.00	each	High		\$ 80.00

BUILDING & SAFETY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
130	Commercial Solar <50 kW	\$ 57.00	each	High		\$ 60.00
131	Commercial Solar 50-250 kW	\$ 153.00	each	High		\$ 161.00
132	Commercial Solar >250 kW	\$ 307.00	each	High		\$ 322.00
133	Energy Storage System	\$ 71.00	each	High		\$ 75.00
134	Plan Check for an Electric Vehicle Charging Station shall be paid to the City based on the time required, billed in half-hour increments, with a minimum charge of one (1) half-hour. If the review is conducted by an external City plan check consultant, the fee shall be the actual cost of the review.	\$ 113.00	hourly	High		\$ 119.00
135	Electric Vehicle Charging Station	\$ 67.00	each	High		\$ 70.00
136	Residential Elevator	\$ 38.00	each	High		\$ 40.00
137	Permit Extension	\$ 148.00	each	High		\$ 155.00
138	Commercial Type 1 & 2 Hood & Duct	\$ 153.00	each	High		\$ 161.00
139	Residential Solar Plan Check < 10 kW	\$ 182.00	each	High		\$ 191.00
140	Residential Solar Plan Check > 10 kW	\$ 208.00	each	High		\$ 218.00
141	Commercial Solar Plan Check < 50 kW	\$ 305.00	each	High		\$ 320.00
142	Commercial Solar Plan Check 50- 250 kW	\$ 641.00	each	High		\$ 673.00
143	Commercial Solar Plan Check > 250 kW	\$ 1,880.00	each	High		\$ 1,974.00
144	Energy Storage System Plan Review	\$ 67.00	each	High		\$ 70.00
145	Technology Fee	5.5% of Permit & Plan Check Fees	of Permit & Plan Check Fees	High	Plan Check, Building Permits, Mech/Elec/Plum Permits, Misc Permits, Fire Plan Check, Fire Permit Fees, Engineering Permit Fees, Storm Water Plan & Inspection, Offsite Plan Check, Landscape Plan Check & Inspection	5.5% of Permit & Plan Check Fees
146	Failure to Obtain Permit	Double the permit fee		High		Double the permit fee

Building Valuation Table Current (All New Construction)

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
0	500	47.87	47.87	0.00	0.00	0.00
501	2,000	47.87	47.87	0.00	0.00	100.00
2,001	25,000	122.05	122.05	0.00	0.00	1,000.00
25,001	50,000	574.35	574.35	0.00	0.00	1,000.00
50,001	100,000	949.69	949.69	0.00	0.00	1,000.00
100,001	and up	1,441.31	1,441.31	0.00	0.00	1,000.00

Percent Change = 0.0%

Cost Recovery Level = 80%

Please Note: Valuation fee structure is derived from the Uniform Building Code.

City of Arcadia
 Building and Safety Division
 Building Valuation Data for Miscellaneous Work
Updated July 1, 2026

Valuation for Tenant Improvements	\$ Per Sq. Ft.
Bakery	\$36.48
Bank	\$52.54
General Office	\$35.97
Hair Salon	\$25.24
Medical Office	\$43.74
Minor Tenant Improvement	\$17.98
Restaurant	\$43.74
Retail Store	\$25.24
Take-out Restaurant	\$35.90
Tenant Improvement at the mall	\$61.71
Residential Room Additions and Remodeling	
Addition without plumbing	\$125.71
Addition with plumbing	\$167.63
Remodel without plumbing	\$50.28
Remodel with plumbing	\$67.06
Conversion without plumbing	\$83.80
Conversion with plumbing	\$100.58
Patio, Carports and Garages	
Opens sides, trellis type roof	\$29.21
Open sides, roofed patio	\$29.21
Enclosed patio	\$42.67
Carport	\$29.21
Garage	\$44.79
Window Change Out	
Smaller than 6' x 4'	\$725.63 each
6' x 4' or larger	\$870.76 each
Door Installation	
Single	\$725.63 each
Double	\$1,306.12 each
Masonry Garden and Retaining Walls	
Masonry garden walls	\$12.35
Retaining walls	\$29.02
Swimming Pools	
Pool and Spa	\$281.54 perim. ft.

City of Arcadia
Building and Safety Division
Valuation for New Buildings and Structures
Updated July 1, 2026

APARTMENTS/CONDOS:

IA or IIB.....	\$201.35
IIIB.....	\$170.95
VA.....	\$170.96
VB.....	\$158.07
Basement Garage.....	\$62.68

BANKS:

IA or IIA.....	\$248.22
IIB.....	\$182.87
IIIA.....	\$201.81
IIIB.....	\$201.81
VA.....	\$182.52
VB.....	\$175.15

CHURCHES:

IA or IIA.....	\$166.26
IIB.....	\$124.86
IIIA.....	\$135.76
IIIB.....	\$129.73
VA.....	\$126.88
VB.....	\$119.34

DWELLINGS:

VA.....	\$178.67
VB.....	\$167.63
Basements:	
Semi-Finished.....	\$42.78
Unfinished.....	\$32.62
Remodel.....	\$50.28
Remodel w/plumbing.....	\$67.05
Conversion.....	\$83.80
Conversion w/plumbing..	\$100.57

FIRE STATIONS:

IA or IIA.....	\$191.76
IIB.....	\$126.21
IIIA.....	\$138.12
IIIB.....	\$132.65
VA.....	\$129.56
VB.....	\$122.86

**GARAGES, PRIVATE:
(Utility, Miscellaneous)**

VB.....	\$44.79
VA.....	\$50.50
Open Carport.....	\$29.21
Patio (All).....	\$29.21
Patio Enclosed.....	\$41.35

HOTELS AND MOTELS:

IA OR IIA.....	\$169.28
IIIA.....	\$146.66
IIIB.....	\$139.79
VA.....	\$127.72
VB.....	\$125.19

INDUSTRIAL PLANTS:

IA or IIA.....	\$95.37
IIB.....	\$61.01
IIIA.....	\$73.07
IIIB.....	\$68.88
Tilt-up.....	\$50.28
VA.....	\$68.88
VB.....	\$63.01

MEDICAL OFFICES:

IA or IIA.....	\$200.30
IIB.....	\$146.83
IIIA.....	\$167.63
IIIB.....	\$156.05
VA.....	\$151.20
VB.....	\$145.81

OFFICES:

IA or IIA.....	\$179.01
IIB.....	\$125.84
IIIA.....	\$135.87
IIIB.....	\$129.89
VA.....	\$128.79
VB.....	\$119.85

PARKING STRUCTURES

IA or IIA.....	\$81.95
Type I or II, Open.....	\$61.50
IIB.....	\$46.93
IIIA.....	\$62.02
IIIB.....	\$55.14

PUBLIC BUILDINGS:

IA or IIA.....	\$206.83
IIB.....	\$167.63
IIIA.....	\$178.01
IIIB.....	\$167.96
VA.....	\$159.23
VB.....	\$154.17

RESTAURANTS:

IIIA.....	\$163.24
IIIB.....	\$157.72
VA.....	\$149.50
VB.....	\$143.65

SCHOOLS:

IA or IIA.....	\$186.38
IIIA.....	\$136.10
IIIB.....	\$130.90
VA.....	\$127.55
VB.....	\$121.68

SERVICE STATIONS:

IIB.....	\$112.63
IIIA.....	\$117.50
VA.....	\$99.05
VB.....	\$112.63
Canopies.....	\$46.93

STORES:

IA or IIA.....	\$138.12
IIB.....	\$86.76
IIIA.....	\$107.89
IIIB.....	\$101.20
VA.....	\$90.82
VB.....	\$83.93

THEATERS:

IA or IIA.....	\$184.03
IIIA.....	\$134.09
IIIB.....	\$127.72
VA.....	\$126.21
VB.....	\$119.34

WAREHOUSES:

IA or IIA.....	\$86.89
IIB.....	\$48.40
IIIA.....	\$58.41
IIIB.....	\$55.61
VA.....	\$51.57
VB.....	\$48.40

EQUIPMENT:

Air Conditioning:	
Commercial.....	\$7.04
Residential.....	\$5.86
Fire Sprinkler System.....	\$4.36

Reroofing Permit Fees

Updated July 1, 2026

The fee for filing an application for a reroofing permit shall be determined by the valuation provided. If no valuation is provided. It shall be the same as required for a building of equivalent valuation as determined by the following:

Type of Reroofing	Evaluation (cost per square)
1 Fiberglass Shingles (20 year warranty)	\$190.46
2 Laminated Fiberglass Shingles (25 to 30 year warranty)	\$219.77
3 Laminated Fiberglass Shingles (40 & 50 year warranty)	\$249.07
4 Heavy Weight Concrete Tile	\$476.15
5 Lite Weight Concrete Tile	\$549.40
6 Lite Weight Perlite Shakes	\$476.15
7 Fiber Cement Shakes	\$476.15
8 Pressure Treated Wood Shakes	\$476.15
9 Pressure Treated Wood Shingles	\$476.15
10 Steel Roofing Systems (Class "B")	\$512.77
(Class "A")	\$538.40

For plywood installation, add \$62.69 per square to the above figures.

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
1	Plans and Specifications	\$ 43.00		High		\$ 45.00
Miscellaneous Copies						
2	8 ½ x 11" and 8 ½ x 17"	\$ 1.17	per sheet	High		\$ 1.23
3	15" x 20"	\$ 2.40	per sheet	High		\$ 2.50
4	18" x 24"	\$ 3.10	per sheet	High		\$ 3.30
5	24" x 36"	\$ 3.60	per sheet	High		\$ 3.80
6	30" x 36"	\$ 4.20	per sheet	High		\$ 4.40
7	24" x 36" Mylar Original	\$ 6.10	per sheet	High		\$ 6.40
Plan Review						
8	Public Improvement Plan Review Base Fee	\$ 417.00		High	The applicant shall reimburse the City for 100% of actual costs and expenditures incurred by the City relative to said project. This cost is 3 hours of the hourly rate.	\$ 438.00
9	Public Improvement Plan Review Base Fee Plus Additional Staff Review	\$ 139.00	per hour	High	The applicant shall reimburse the City for 100% of base fee plus additional staff time dedicated to project. Additional staff time is based on hourly rate of position performing review.	\$ 146.00
10	Final Map and Parcel Map Review Base Fee	\$ 201.00		High		\$ 211.00
11	Final Map and Parcel Map Review Base Fee Plus Additional Staff Review	\$ 68.00	per lot	High	The applicant shall reimburse the City for 100% of base fee plus additional staff time dedicated to additional lots. Additional staff time is based on 1/2 hour rate of position performing project.	\$ 71.00
Encroachment Permits						
12	Encroachment Permit - Application Fee	\$ 124.00		High	Fee for initial application prior to review, to be applied to final permit costs.	\$ 146.00
13	Encroachment Permit - Inspection Base Fee	\$ 186.00		High		\$ 195.00
14	Encroachment Permit - Inspection Base Fee Plus Additional Inspection Time	\$ 186.00	per hour	High		\$ 195.00
Transportation Permits						
15	Transportation Permit - Single Trip	\$ 16.00		High		\$ 16.00
16	Transportation Permit - Annual	\$ 90.00		High		\$ 90.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Surface Replacement Deposit					
17	Excavation - any street, alley, or other public place paved with concrete	\$ 42.00	per sq ft of surface	High		\$ 44.00
18	Excavation - any street, alley, or other public place paved with asphalt	\$ 16.00	per sq ft of surface	High		\$ 17.00
	Amount of Deposit					
19	Cash Deposit	\$ 2,454.00		High		\$ 2,577.00
20	Surety Bond	\$ 2,454.00		High		\$ 2,577.00
	Inspection Charges for street work					
21	Monday through Thursday and City Hall Open Fridays (Regularly Scheduled Work Hours):	\$ 186.00	per hour	High		\$ 195.00
22	Monday through Thursday and City Hall Open Fridays (Hours worked over Regularly Scheduled Work Hours):	\$ 280.00	per hour (1 1/2 times)	High		\$ 294.00
23	Saturdays, Sundays, Legal Holidays, and the City Hall Closed Fridays	\$ 280.00	per hour (1 1/2 times)	High		\$ 294.00
	Construction Trash Receptacles on City Streets					
24	Construction Trash Receptable Permit - Issuance Fee	\$ 63.00		High		\$ 66.00
25	Construction Trash Receptable Permit - Inspection Base Fee	\$ 186.00		High		\$ 195.00
26	Construction Trash Receptable Permit - Base Fee Plus Additional Inspection Time	\$ 186.00	per hour	High		\$ 195.00
	Permit Application Engineering Review					
27	Permit Application Engineering Review Base Fee	\$ 207.00		High		\$ 217.00
28	Permit Application Engineering Review Base Fee Plus Additional Staff Review	\$ 139.00	per hour	High	Cost per hour charged for staff time beyond initial review, capture by the "Application Fee" to review a permit application	\$ 146.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
LID STORMWATER PLANNING PROGRAM						
	Construction Stormwater Pollution Prevention Plan (SWPPP) Review and Inspection					
29	Tier 1 - New project equal to one acre or greater of disturbed area and adding more than 10,000 sf of impervious area. Tier 1 includes the following: 1) New project equal to one acre or greater of disturbed area and adding more than 10,000 sf of impervious area; 2) New Industrial Park with 10,000 sf or more of surface area; 3) New Commercial mall with 10,000 sf or more of surface area; 4) Redevelopment of 5,000 sf or more of 1), 2), and 3); 5) Redevelopment of 10,000 sf or more to a single family home; 6) Special Provision projects like Green street, or hillside single family home.	\$ 1,856.00		High		\$ 1,949.00
30	Tier 2 includes the following: 1) New Retail Gasoline outlet with 5,000 sf or more of surface area; 2) New Restaurant with 5,000 sf or more surface area; 3) New parking lot with either 5,000 or more of impervious area or 25 or more parking spaces; 4) New Automotive Service facility with 5,000 sf or more of surface area; 5) Projects located in or directly adjacent to, or discharging directly into a Significant Ecological Area; 6) Redevelopment of 5,000 sf or more of all above categories	\$ 1,578.00		High		\$ 1,657.00
31	Non-LID Projects	\$ 207.00		High		\$ 217.00
32	SWPPP Review and Inspection - Less than 2 acres	\$ 1,638.00		High		\$ 1,720.00
33	SWPPP Review and Inspection - Between 2 and 5 acres	\$ 1,963.00		High		\$ 2,061.00
34	SWPPP Review and Inspection - Greater than 5 acres	\$ 2,916.00		High		\$ 3,062.00
STREET VACATION PERMIT						
35	Summary Street Vacation Fee	\$ 2,310.00		High		\$ 2,426.00
36	Street Vacation Fee	\$ 3,603.00		High		\$ 3,783.00

ENGINEERING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	GRADING					
	Grading Plan Check					
37	0 cubic yards to 1,000 cubic yards	\$ 1,335.00		High		\$ 1,402.00
38	>1,000 cubic yards	\$ 139.00	per hour	High	0 to 1,000 cubic yards fee PLUS additional per additional hour dedicated to project.	\$ 146.00
	Grading Permit					
39	0 cubic yards to 1,000 cubic yards	\$ 906.00		High		\$ 951.00
40	>1,000 cubic yards	\$ 139.00	per hour	High	0 to 1,000 cubic yards fee PLUS additional per additional hour dedicated to project.	\$ 146.00
41	Technology Fee	5.5% of Permit & Plan Check Fees	of Permit & Plan Check Fees	High	Plan Check, Building Permits, Mech/Elec/Plum Permits, Misc Permits, Fire Plan Check, Fire Permit Fees, Engineering Permit Fees, Storm Water Plan & Inspection, Offsite Plan Check, Landscape Plan Check & Inspection	5.5% of Permit & Plan Check Fees

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	SITE PLAN AND DESIGN REVIEWS					
	COMMERCIAL/INDUSTRIAL					
1	Preliminary Plan Review	\$ 1,883.00		High		\$ 1,977.00
2	New	\$ 5,018.00		High		\$ 5,269.00
3	Amendment	\$ 1,926.00		High		\$ 2,022.00
4	Remodel/Addition	\$ 1,718.00		High		\$ 1,804.00
5	Amendment	\$ 1,538.00		High		\$ 1,615.00
6	SB 330 Preliminary Review	\$ 1,883.00		High		\$ 1,977.00
7	SB 330 Mixed Use Development (Up to 20 Units)	\$ 5,018.00		High		\$ 5,269.00
8	SB 330 Mixed Use Development (21 or more Units)	\$ 7,943.00		High		\$ 8,340.00
	MULTIPLE-FAMILY					
9	Preliminary Plan Review	\$ 1,883.00		High		\$ 1,977.00
10	New multiple family projects (Up to 20 Dwelling Units)	\$ 3,202.00		High		\$ 3,362.00
11	Amendment multiple family projects (Up to 20 Dwelling Units)	\$ 1,875.00		High		\$ 1,969.00
12	New Multifamily Residential (21 or more Dwelling Units)	\$ 7,943.00		High		\$ 8,340.00
13	Amendment Multifamily Residential (21 or more Dwelling Units)	\$ 2,785.00		High		\$ 2,924.00
14	Remodel/Addition	\$ 1,884.00		High		\$ 1,978.00
15	SB 330 Preliminary Review	\$ 1,883.00		High		\$ 1,977.00
16	SB 330 for New Multi-Family projects (Up to 20 units)	\$ 3,202.00		High		\$ 3,362.00
17	SB 330 for New Multi-Family projects (21 or more Units)	\$ 7,943.00		High		\$ 8,340.00
18	SB 9 Two -Unit Development	\$ 1,883.00		High		\$ 1,977.00
	SINGLE-FAMILY					
19	New	\$ 2,614.00		High		\$ 2,745.00
20	Amendment	\$ 1,234.00		High		\$ 1,296.00
21	Remodel/Addition	\$ 1,317.00		High		\$ 1,383.00
22	Amendment	\$ 590.00		High	Amendment to Remodel/Addition application	\$ 620.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
SIGNS						
23	Temporary Sign Permit	\$ 280.00		High		\$ 294.00
24	Signs, Awning and Canopy Signs	\$ 456.00		High		\$ 479.00
25	Comprehensive Sign Program	\$ 993.00		High		\$ 1,043.00
ANTENNAS						
26	Antennas and Wireless Facilities	\$ 3,445.00		High		\$ 3,617.00
27	Antennae panels	\$ 668.00		High		\$ 701.00
28	Wireless fee waiver	\$ 319.00		High		\$ 335.00
29	Administrative / Over-the-Counter	\$ 51.00		High		\$ 54.00
30	Appeal – including HOA / ARB Decision	\$ 735.00		High		\$ 772.00
31	Extension	\$ 171.00		High		\$ 180.00
BANNERS						
32	Temporary Banner on a Building	\$ 36.00		High		\$ 38.00
HISTORIC PRESERVATION						
33	Designation of a Local Landmark	\$ 1,800.00		High		\$ 1,800.00
34	Designation of a Historic District	\$ 2,500.00		High		\$ 2,500.00
35	Mills Act Contract Application	\$ 1,500.00		High		\$ 1,500.00
36	Certificate of Appropriateness (Major)	\$ 1,600.00		High		\$ 1,600.00
37	Certificate of Appropriateness (Minor)	\$ 900.00		High		\$ 900.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
CERTIFICATE OF DEMOLITION						
38	Certificate of Demolition (Director's Review)	\$ 217.00		High		\$ 228.00
39	Certificate of Demolition (Referred to Planning Commission)	\$ 1,468.00		High	plus CEQA fee	\$ 1,541.00
40	Appeal	\$ 735.00		High		\$ 772.00
CONDITIONAL USE PERMIT						
41	New	\$ 3,414.00		High		\$ 3,585.00
42	Amendment	\$ 2,260.00		High		\$ 2,373.00
43	Extension	\$ 155.00		High		\$ 163.00
44	Appeal	\$ 735.00		High		\$ 772.00
MINOR USE PERMIT						
45	New	\$ 1,328.00		High		\$ 1,394.00
46	Amendment	\$ 841.00		High		\$ 883.00
47	Appeal	\$ 735.00		High		\$ 772.00
ADMINISTRATIVE MODIFICATIONS						
48	Minor Director's Review	\$ 730.00		High		\$ 767.00
49	Major Director's Review	\$ 1,294.00		High		\$ 1,359.00
50	Commission's Review	\$ 2,714.00		High		\$ 2,850.00
51	Appeal	\$ 735.00		High		\$ 772.00
52	Extension	\$ 217.00		High		\$ 228.00
TREE PERMITS						
53	Encroachment	\$ 442.00		High		\$ 464.00
54	Removal of a Diseased or Hazardous Tree	\$ 146.00		High		\$ 153.00
55	Removal of Healthy Tree	\$ 1,116.00		High		\$ 1,172.00
56	Appeal	\$ 735.00		High		\$ 772.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
HOME OCCUPATION PERMITS						
57	Administrative	\$ 49.00		High		\$ 51.00
58	Hearing	\$ 321.00		High		\$ 337.00
CODE AMENDMENTS						
59	Determination of Use	\$ 2,244.00		High		\$ 2,356.00
60	Specific Plan	\$ 10,356.00		High		\$ 10,874.00
61	Specific Plan Amendment	\$ 5,557.00		High		\$ 5,835.00
62	General Plan Amendment	\$ 8,504.00		High		\$ 8,929.00
63	Text Amendment	\$ 5,707.00		High		\$ 5,992.00
64	Zone Change	\$ 7,899.00		High		\$ 8,294.00
65	Planned Developments	\$ 9,116.00		High		\$ 9,572.00
66	General Plan Update Fee	5% of Planning Applications		High		5% of Planning Applications
SUBDIVISIONS						
67	Lot Line Adjustment w/Certificate of Compliance	\$ 2,062.00		High		\$ 2,165.00
68	Tentative or Vesting Tentative Parcel Map	\$ 1,485.00		High		\$ 1,559.00
69	Tentative or Vesting Tentative Tract Map for Single-Family Lots	\$ 2,749.00	Base Fee (first 5 lots)	High		\$ 2,886.00
70	Tentative or Vesting Tentative Tract Map for Single-Family Lots - each additional lot (over 5)	\$ 37.00	Base Fee (Item #78) Plus \$30 per additional lot added to base fee (over 5 lots)	High		\$ 39.00
71	Tentative or Vesting Tentative Tract Map for Condominiums	\$ 1,582.00		High		\$ 1,661.00
72	Appeal	\$ 735.00		High		\$ 772.00
73	Extension	\$ 300.00		High		\$ 315.00
74	Final Map	\$ 1,645.00		High		\$ 1,727.00
75	Parcel Map Waiver	\$ 887.00		High		\$ 931.00
76	Amendment to an Approved Tentative Map and/or Conditions	\$ 1,189.00		High		\$ 1,248.00
77	Lot Merger	\$ 1,577.00		High		\$ 1,656.00

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
78	Certificate of Compliance	\$ 975.00		High		\$ 1,024.00
79	Temporary Use Permit	\$ 702.00		High		\$ 737.00
80	Temporary Use Permit - Council Review	\$ 1,757.00		High		\$ 1,845.00
81	Lot Consolidation Incentive for a multifamily residential project or mixed-use development - 4 or less lots	Waived		High		Waived
82	SB 9 Lot Split	\$ 2,062.00		High		\$ 2,165.00
OUTDOOR USE PERMITS						
83	MUP - Incidental Dining (12 or more seats)	\$ 721.00		High		\$ 757.00
84	Outdoor Dining - Incidental	\$ 269.00		High		\$ 282.00
85	Outdoor Dining - Sidewalk Dining	\$ 269.00		High		\$ 282.00
86	Portable Sign	\$ 269.00		High		\$ 282.00
DEVELOPMENT AGREEMENT						
87	Development Agreement	At Cost		High		At Cost
88	Development Agreement Amendment	At Cost		High		At Cost
89	Development Agreement Periodic Review	\$ 1,204.00		High		\$ 1,264.00
DOCUMENTS						
90	Covenant Preparation	\$ 381.00		High		\$ 400.00
91	General Plan Document	\$ 91.00		High		\$ 96.00
General Plan Land Use Map						
92	27 X 35 map	\$ 31.00		High		\$ 33.00
93	11 X 17 map	\$ 2.28		High		\$ 2.39
Zoning Map						
94	27 X 35 map	\$ 31.00		High		\$ 33.00
95	11 X 17 map	\$ 2.28		High		\$ 2.39

PLANNING

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	VARIANCE					
96	New	\$ 2,985.00		High		\$ 3,134.00
97	Amendment	\$ 2,036.00		High		\$ 2,138.00
98	Appeal	\$ 735.00		High		\$ 772.00
99	Adult Business Regulatory Permit	\$ 2,812.00		High		\$ 2,953.00
100	REASONABLE ACCOMMODATION	\$ -		High		\$ -
	AMENDMENT (NEW)					
101	Any Amendment to a fee that is not listed in this fee schedule shall be 50% of that application fee.	\$ -		High		\$ -
	ZONING CLEARANCES					
102	ZONING CLEARANCE	\$ 348.00		High		\$ 365.00
103	ZONING CLEARANCE - ADU	\$ 703.00		High		\$ 738.00
103	Administrative Design Review	NEW		High	New fee for minor administrative design review	\$ 112.00

BUSINESS LICENSE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
BUSINESS LICENSE FEES						
1	Advertising Distribution	\$ 222.90		High		\$ 234.00
2	Advertising Solicitation (In the City)	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
3	Advertising Solicitation (Out of City)	\$ 185.50		High		\$ 195.00
4	Apartments	\$ 72.80	First 4 Units	High	\$18.80 Each Additional Unit Over 4	\$ 76.00
5	Auctions or Temporary Retail Sale	\$ 93.30		High		\$ 98.00
6	Bowling Alleys or Billiards	\$ 185.50	\$18.80 Per Employee	High		\$ 195.00
7	Carnival	\$ 222.90	First day	High	\$37.20 Each Additional Day After the First Day	\$ 234.00
8	Christmas Trees or Pumpkin Patches	\$ 111.20	Per Month	High		\$ 117.00
9	Circus	\$ 185.50	Per Exhibition	High		\$ 195.00
10	Contractor General	\$ 278.40		High	\$11.30 Per Vehicle	\$ 292.00
11	Contractor Specialty	\$ 222.90		High	\$11.30 Per Vehicle	\$ 234.00
12	Dance Hall - Public	\$ 185.50		High		\$ 195.00
13	Family Care/Day Care/Assisted Living Care Facility	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
14	Farmer's Market Sponsor	\$ 328.80	Per Season	High		\$ 345.00
15	Farmer's Market Vendor	\$ 24.10	Per Season	High		\$ 25.00
16	Filming	\$ 328.80	One Day and One Location	High		\$ 345.00
17	Filming additional day or location	\$ 98.70	Each Day and Each Location	High		\$ 104.00
18	Fortunetelling	\$ 927.80		High		\$ 974.00
19	Home Occupation	\$ 93.30		High	\$11.30 Per Vehicle	\$ 98.00
20	Laundromat	\$ 37.80		High		\$ 40.00
21	Laundromat per washer	\$ 2.30		High		\$ 2.00
22	Laundry Collections	\$ 124.60	Per Vehicle	High		\$ 131.00
23	Lodging, Hotel or Motel	\$ 72.80	First 4 Rooms	High		\$ 76.00
24	Lodging, Hotel or Motel (per room)	\$ 11.10	Per Room after 4 Rooms	High		\$ 12.00
25	Mobile Food Vendor - Private Property	\$ 198.60		High		\$ 209.00
26	Mobile Food Vendor - Public Right of Way	\$ 470.50		High		\$ 494.00
27	Moving Services	\$ 222.90		High		\$ 234.00
28	Private Patrols	\$ 371.20		High		\$ 390.00
29	Pawnbroker	\$ 185.50		High		\$ 195.00

BUSINESS LICENSE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
30	Peddlers and Solicitors	\$ 143.80	6 Months	High		\$ 151.00
31	Photographer/Videographer	\$ 222.90	One Day and One Location	High		\$ 234.00
32	Photographer additional day or location	\$ 98.70	Each Day and Each Location	High		\$ 104.00
33	Private Clubs	\$ 222.90		High		\$ 234.00
34	Processing Fee	\$ 11.30		High		\$ 12.00
35	Professional Services - per state licensed owner/partner/associate	\$ 93.30		High		\$ 98.00
36	Professional Services - per state licensed employee	\$ 37.20		High		\$ 39.00
37	Professional Services - per each additional employee	\$ 18.80		High		\$ 20.00
38	Real Estate Broker	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
39	Rental of Non-Residential Property	\$ 93.30	First 2 units	High	\$18.80 Each Additional Unit Over 2	\$ 98.00
40	Salvaged Goods Dealer	\$ 185.50		High		\$ 195.00
41	Services	\$ 93.30		High	\$18.80 Per Employee	\$ 98.00
42	Sidewalk Vendor	\$ 166.30		High		\$ 175.00
43	Theaters and Shows	\$ 371.20		High		\$ 390.00
44	Vending Machines	\$ 18.80	Per machine	High		\$ 20.00
45	Wheeled vehicles	\$ 106.40	Per vehicle	High		\$ 112.00
46	Entertainment Permit	\$ 154.00		High		\$ 162.00
47	Employee Fee	\$ 18.80		High		\$ 20.00
48	Vehicle Fee	\$ 11.30		High		\$ 12.00
49	Apartment and Rental of Non-Residential Property (additional units)	\$ 18.80	Unit Fee	High		\$ 20.00
50	Carnival (each additional day after the first day)	\$ 37.20	Each Additional Day	High		\$ 39.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Inspection Charges					
1	Backflow test and inspection (new construction) (Resolution 7239, adopted 12-18-18)	\$ 273.00		High		\$ 287.00
2	Annual administration of backflow device (Resolution 7239, adopted 12-18-18)	\$ 43.00		High		\$ 45.00
	Street Maintenance Charges					
3	Curb number painting	\$ 108.00		High		\$ 113.00
4	Private street sweeping (per curb mile)	\$ 70.00		High		\$ 74.00
	Maintenance Charges for Water Service					
5	Bacteriological test for new development's water lines	\$ 122.00		High	Plus Lab Cost	\$ 128.00
6	Field Monitor water meter (Flo-Search) - 1st time within 1 year	No charge		High	No Charge for 1st time within 1 year	No charge
7	Field Monitor water meter (Flo-Search) - 2nd and subsequent service within 1 year	\$ 110.00		High		\$ 116.00
8	Flow test hydrant (perform test)	\$ 471.00		High		\$ 495.00
9	Request to check water quality	\$ 287.00		High	Plus Lab Cost	\$ 301.00
10	Sewer Dye Test	\$ 141.00		High		\$ 148.00
11	Stand-pipe inspection (for developer access to water during const)	\$ 275.00		High		\$ 289.00
12	Re-inspection of Stand-pipe	NEW		High		\$ 50.00
13	Water meter re-read - (1st within 1 year)	No charge		High	No Charge for 1st time within 1 year	No charge
14	Water meter re-read - (2nd and subsequent within 1 year)	\$ 61.00		High		\$ 64.00
15	Water meter turn-on after service shut-off (for change of ownership)	\$ 122.00	each	High		\$ 128.00
16	Water meter turn-on after service shut-off (for change of ownership)	\$ 305.00		High	after hours	\$ 320.00
17	Water turn-off notice for failure to test backflow prevention device	\$ 141.00		High		\$ 148.00
18	Unauthorized use of fire hydrant	\$ 147.00		High	Plus water cost	\$ 154.00
19	Flow test meter	\$ 219.00		High		\$ 230.00
20	Water turn-off/turn-on for non payment (during business hours)	\$ 159.00		High		\$ 167.00
21	Water turn-off/turn-on for non payment (after business hours)	\$ 305.00		High		\$ 320.00
22	Turn-on water per request during after-hours	\$ 318.00		High		\$ 334.00
23	Off-site improvement plan check	\$ 246.00		High	\$135 for each hour after	\$ 258.00
24	Hydrant flow test performed with water model	\$ 285.00		High		\$ 299.00
25	Abandon Existing Service - water inspection fee	\$ 165.00		High		\$ 173.00
26	Water Permit Inspection Fees: Pre-Construction Inspection- for Private Development Projects for water permits.	\$ 246.00		High		\$ 258.00
27	Water Permit Inspection Fees: Water Service Inspection of Installation- Meter Reading documentation - setting up service for new development	\$ 214.00		High		\$ 225.00
28	GIASP No Exposure Certification (NEC) or non-fliers - Stormwater Inspection fee	\$ 198.00		High		\$ 208.00
29	Infrastructure Restoration Deposit Fee - (Pavement Restoration for ADU/Remodeling)	\$ 1,590.00		High	Deposit fee will be refunded if homeowner obtains contractor to restore the street	\$ 1,670.00
30	Water meter turn-on for property repairs (1st time)	FREE		High	1st within one year	FREE
31	Water meter turn-on for property repairs (2nd time)	\$ 61.00		High	2nd and subsequent within one year	\$ 64.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Fire Hydrant Service for Construction, outside City, and Private Use					
32	Meter Installation	\$ 159.00		High		\$ 159.00
33	Meter Reolcation	\$ 79.65		High		\$ 79.65
34	Meter Reread	\$ 142.41		High		\$ 142.41
35	Meter Rental	\$ 91.91		High	Monthly	\$ 91.91
36	Eddy Valve Rental	\$ 25.00		High	Monthly	\$ 25.00
37	Hydrant Rental	\$ 32.45		High	Monthly	\$ 32.45
38	Hydrant Permit	\$ 46.06		High		\$ 46.06
39	Water Usage - per full one hundred cubic feet registered on the consumers meter. Unmetered water use will be charged at a flat rate determined by the Water Section of the PWSD based upon type of use.	\$ 3.18		High	per 100 cubic feet	\$ 3.18
40	Deposit (refundable)	\$ 1,681.26		High		\$ 1,681.26
	Stormwater and Urban Runoff Service Fees					
	Urban Storm Water Mitigation Plan Check					
41	Non-SUSMP projects (minimum NPDES requirements)	\$ 113.00		High		\$ 119.00
	Storm Water Inspection Fees					
42	Restaurants	\$ 227.00		High		\$ 238.00
43	Auto Service Businesses	\$ 262.00		High		\$ 275.00
44	Industrial Commercial	\$ 296.00		High		\$ 311.00
45	GIASP sites (large complex industrial projects)	\$ 512.00		High		\$ 538.00
46	Low Impact Development (LID annual inspection)	\$ 331.00		High		\$ 348.00
	Industrial Waste and Related Services					
	Industrial Waste Disposal Permits					
47	New Sewer Disposal	\$ 326.00		High		\$ 342.00
48	Sewer Disposal Permit Revision	\$ 255.00		High		\$ 268.00
49	New on-site Disposal	\$ 470.00		High		\$ 494.00
50	On-site Disposal Permit Revision	\$ 258.00		High		\$ 271.00
51	New - Off Site Disposal	\$ 470.00		High		\$ 494.00
52	Off-Site Disposal Permit Revision	\$ 255.00		High		\$ 268.00
	Industrial Waste Plan Review					
	Disposal to Sewer - New					
53	1	\$ 470.00		High		\$ 494.00
54	2	\$ 576.00		High		\$ 605.00
55	3	\$ 709.00		High		\$ 744.00
56	4	\$ 875.00		High		\$ 919.00
57	5	\$ 1,082.00		High		\$ 1,136.00
58	6	\$ 1,345.00		High		\$ 1,412.00
	Disposal to Sewer - Revision					
59	1	\$ 384.00		High		\$ 403.00
60	2	\$ 469.00		High		\$ 492.00
61	3	\$ 576.00		High		\$ 605.00
62	4	\$ 708.00		High		\$ 743.00
63	5	\$ 873.00		High		\$ 917.00
64	6	\$ 1,081.00		High		\$ 1,135.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	On-site Disposal - New					
65	1	\$ 612.00		High		\$ 643.00
66	2	\$ 755.00		High		\$ 793.00
67	3	\$ 932.00		High		\$ 979.00
68	4	\$ 1,154.00		High		\$ 1,212.00
69	5	\$ 1,433.00		High		\$ 1,505.00
70	6	\$ 1,780.00		High		\$ 1,869.00
	On-site Disposal - Revision					
71	1	\$ 498.00		High		\$ 523.00
72	2	\$ 612.00		High		\$ 643.00
73	3	\$ 754.00		High		\$ 792.00
74	4	\$ 931.00		High		\$ 978.00
75	5	\$ 1,154.00		High		\$ 1,212.00
76	6	\$ 1,433.00		High		\$ 1,505.00
	Off-site Disposal - New					
77	1	\$ 470.00		High		\$ 494.00
78	2	\$ 576.00		High		\$ 605.00
79	3	\$ 709.00		High		\$ 744.00
80	4	\$ 875.00		High		\$ 919.00
81	5	\$ 1,082.00		High		\$ 1,136.00
82	6	\$ 1,343.00		High		\$ 1,410.00
	Off-site Disposal - Revision					
83	1	\$ 384.00		High		\$ 403.00
84	2	\$ 469.00		High		\$ 492.00
85	3	\$ 576.00		High		\$ 605.00
86	4	\$ 708.00		High		\$ 743.00
87	5	\$ 873.00		High		\$ 917.00
88	6	\$ 1,081.00		High		\$ 1,135.00
	Industrial Waste Annual Inspections					
	Inspection Fee Class					
79	A	\$ 143.00		High		\$ 150.00
80	B	\$ 285.00		High		\$ 299.00
81	C	\$ 427.00		High		\$ 448.00
82	D	\$ 570.00		High		\$ 599.00
83	E	\$ 855.00		High		\$ 898.00
84	M	\$ 1,710.00		High		\$ 1,796.00
85	RDS	\$ 213.00		High		\$ 224.00

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	* Immediately upon issuance of a new permit, the permitted shall be billed a percentage of the above inspection fee, determined by the days remaining in the billing period, as scheduled below. The annual inspection fee shall also be increased by an additional \$138.00 for each approved rainwater diversion system.					
86	Days remaining in billing: 1-60	\$ -		High		\$ -
87	Days remaining in billing: 61-120	\$ 0.30		High		\$ 0.30
88	Days remaining in billing: 121-210	\$ 0.60		High		\$ 0.60
89	Days remaining in billing: 211-300	\$ 1.00		High		\$ 1.10
90	Days remaining in billing: 301-365	\$ 1.30		High		\$ 1.40
91	Wastewater sampling and analysis fee - per analysis	\$ 213.00		High		\$ 224.00
Miscellaneous Fees						
92	Inspection of pretreatment facility for permit cancellation	\$ 143.00		High		\$ 150.00
93	Review of site remedial investigation and cleanup plan to correct unauthorized release of industrial waste, initial deposit	\$ 176.00		High		\$ 185.00
94	Additional site remedial investigation and cleanup plan review and approval, per hour	\$ 176.00		High		\$ 185.00
95	Inspection s outside of normal business hours, per hour	\$ 143.00		High		\$ 150.00
96	Inspection for which no fee is specifically indicated	\$ 143.00		High		\$ 150.00
97	Additional plan review or revisions of previously approved plans, per hour	\$ 176.00		High		\$ 185.00
98	Delinquent fees (for fees not paid within 30 calendar days from the billing date):	10% penalty fee for each 30 day period beyond the billing date.		High		10% penalty fee for each 30 day period beyond the billing date.
Annual Inspection Fee Refunds						
99	1 - 60 (days from previous billing date)	\$ 0.80		High		\$ 0.80
100	61 - 150 (days from previous billing date)	\$ 0.60		High		\$ 0.60
101	151 - 240 (days from previous billing date)	\$ 0.30		High		\$ 0.30
102	241 or more (days from previous billing date)	\$ -		High		\$ -

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Classess of Businesses, Processess and Industries for Plan Review and Inspection	Plan Review Class	Inspection Class			
	Agricultural Production, Food Processing and Handling					
103	Animal Slaughtering (except fowl)	\$ 3.40	D	High		\$ 3.60
104	Bakery plants	\$ 2.20	C	High		\$ 2.30
105	Beverages, canning and bottling	\$ 2.20	C	High		\$ 2.30
106	Breweries, wineries	\$ 3.40	D	High		\$ 3.60
107	Canned and preserved fruits and vegetables	\$ 3.40	B	High		\$ 3.60
108	Cold storage and refrigeration plants	\$ 1.20	A	High		\$ 1.30
109	Dairies and dairy products	\$ 2.20	D	High		\$ 2.30
110	Food markets	\$ 1.20	A	High		\$ 1.30
111	Frozen foods	\$ 2.20	B	High		\$ 2.30
112	Hydroponic farms	\$ 2.20	B	High		\$ 2.30
113	Poultry	\$ 3.40	E	High		\$ 3.60
114	Prepared meat, poultry, and fish products	\$ 2.20	C	High		\$ 2.30
115	Restaurants, public eating places and plant cafeterias	\$ 1.20	A	High		\$ 1.30
116	Rendering	\$ 3.40	C	High		\$ 3.60
117	Sugar and confectionery products	\$ 1.20	A	High		\$ 1.30
118	Vegetable fats and oils	\$ 2.20	B	High		\$ 2.30
119	Vegetable packing	\$ 3.40	D	High		\$ 3.60

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Mining, Manufacturing and Processing					
120	Aircraft	\$ 3.40	C	High		\$ 3.60
121	Aircraft Engines, parts and accessories	\$ 3.40	C	High		\$ 3.60
122	Ammunition and explosives	\$ 2.20	D	High		\$ 2.30
123	asphalt and asphalt products	\$ 4.60	E	High		\$ 4.80
124	Battery manufacturing, servicing and reclaiming	\$ 3.40	E	High		\$ 3.60
125	Blast furnaces, steel works, rolling and finishing mills	\$ 4.60	E	High		\$ 4.80
126	Carpet mills with dyeing	\$ 4.60	D	High		\$ 4.80
127	Carpet mills without dyeing	\$ 1.20	A	High		\$ 1.30
128	Cement manufacturing	\$ 3.40	B	High		\$ 3.60
129	Ceramics	\$ 2.20	D	High		\$ 2.30
130	Chemical milling	\$ 5.70	E	High		\$ 6.00
131	Chemical plants	\$ 5.70	E	High		\$ 6.00
132	Coating, electroplating, engraving, and related services	\$ 4.60	E	High		\$ 4.80
133	Concrete batch plants	\$ 2.20	D	High		\$ 2.30
134	Cut stone and stone products	\$ 2.20	A	High		\$ 2.30
135	Electric power generation plants except waste-to-energy facilities	\$ 3.40	B	High		\$ 3.60
136	Enameled products	\$ 2.20	B	High		\$ 2.30
137	Guided missiles, space vehicles, space vehicle propulsion units and propulsion unit parts	\$ 4.60	D	High		\$ 4.80
138	Iron and steel foundries and heat treating	\$ 4.60	D	High		\$ 4.80
139	Linoleum, asphalt-felt-base and other hard-surface floor covering	\$ 2.20	B	High		\$ 2.30
140	Metal fabrication (no chemical waste)	\$ 1.20	B	High		\$ 1.30
141	Metals - with chemical waste (not otherwise classified)	\$ 1.20	A	High		\$ 1.30
142	Metals - with no chemical wastes (not otherwise classified)	\$ 1.20	B	High		\$ 1.30
143	Motor vehicles parts and accessories	\$ 2.20	B	High		\$ 2.30
144	Motor vehicles, vehicle bodies, and trailers	\$ 3.40	B	High		\$ 3.60
145	Musical instruments (metal)	\$ 2.20	C	High		\$ 2.30
146	Non-metals - with chemical wastes (not otherwise classified)	\$ 3.40	D	High		\$ 3.60
147	Non-metals - with no chemical wastes (not otherwise classified)	\$ 1.20	A	High		\$ 1.30
148	Oil field production	\$ 2.20	C	High		\$ 2.30
149	Paint manufacturing	\$ 3.40	D	High		\$ 3.60
150	Paper manufacturing	\$ 3.40	C	High		\$ 3.60
151	Paper products	\$ 2.20	B	High		\$ 2.30
152	Pesticides	\$ 4.60	D	High		\$ 4.80
153	Petroleum refining and processing	\$ 5.70	E	High		\$ 6.00
154	Pharmaceuticals	\$ 4.60	D	High		\$ 4.80
155	Photographic equipment and supplies	\$ 2.20	C	High		\$ 2.30
156	Pottery, china, earthenware, porcelain and related products	\$ 2.20	C	High		\$ 2.30
157	Primary smelting and refining of nonferrous metals	\$ 3.40	B	High		\$ 3.60
158	Printed circuit boards	\$ 4.60	E	High		\$ 4.80
159	Quarrying and rock crushing	\$ 4.60	D	High		\$ 4.80
160	Railroad equipment	\$ 2.20	B	High		\$ 2.30
161	Rolling, drawing and extruding nonferrous metals	\$ 2.20	C	High		\$ 2.30
162	Rubber and plastics products	\$ 3.40	C	High		\$ 3.60
163	Sand and gravel washing and screening	\$ 3.40	D	High		\$ 3.60
164	Secondary smelting and refining of nonferrous metals	\$ 2.20	C	High		\$ 2.30
165	Semiconductor and related devices	\$ 3.40	D	High		\$ 3.60

PUBLIC WORKS

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
166	Silverware, plated ware and stainless steel ware	\$ 4.60	E	High		\$ 4.80
167	Spray-painting shops	\$ 1.20	A	High		\$ 1.30
168	Steel springs manufacturing	\$ 3.40	E	High		\$ 3.60
169	Tanning and wool pulling	\$ 3.40	D	High		\$ 3.60
170	Textile mills, treating and dyeing	\$ 4.60	D	High		\$ 4.80
171	Wood fabrication (no chemical wastes)	\$ 1.20	A	High		\$ 1.30
Retail Trade and Services						
172	Airports, flying fields and airport terminal services	\$ 1.20	B	High		\$ 1.30
173	Automotive repair	\$ 1.20	C	High		\$ 1.30
174	Bottle and can washing	\$ 2.20	B	High		\$ 2.30
175	Car wash	\$ 1.20	C	High		\$ 1.30
176	Chemical Laboratories	\$ 1.20	B	High		\$ 1.30
177	Cleaners, retail	\$ 1.20	B	High		\$ 1.30
178	Commercial laundries (not coin-operated)	\$ 2.20	B	High		\$ 2.30
179	Cooperages	\$ 3.40	D	High		\$ 3.60
180	Dry cleaning plants	\$ 2.20	D	High		\$ 2.30
181	Film processing plants	\$ 2.20	C	High		\$ 2.30
182	Film processing, retail	\$ 1.20	A	High		\$ 1.30
183	Kennels, dog and cat hospitals	\$ 1.20	A	High		\$ 1.30
184	Marine service	\$ 2.20	C	High		\$ 2.30
185	Schools, churches and institutions	\$ 1.20	A	High		\$ 1.30
186	Service stations - incidental car washing, repairs, and maintenance	\$ 1.20	A	High		\$ 1.30
187	Tank truck interior washing	\$ 2.20	D	High		\$ 2.30
188	Truck repair and exterior washing	\$ 1.20	C	High		\$ 1.30
Waste Disposal Facilities						
189	Cogeneration facilities (not otherwise classified)	\$ 2.20	C	High		\$ 2.30
190	Hazardous waste treatment, recycling, storage and transfer facilities	\$ 6.80	M	High		\$ 7.10
191	Injection wells, non-oilfield wastes (liquids)	\$ 3.40	M	High		\$ 3.60
192	Landfill gas recovery facilities	\$ 6.80	M	High		\$ 7.10
193	Liquid waste storage and transfer facilities, non-hazardous	\$ 4.60	E	High		\$ 4.80
194	Open facilities, not used	\$ 1.20	A	High		\$ 1.30
195	Solid-waste transfer, recycling and composting facilities	\$ 3.40	D	High		\$ 3.60
196	Solid-waste incinerators	\$ 6.80	M	High		\$ 7.10
197	Waste-to-energy facilities	\$ 6.80	M	High		\$ 7.10

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
FIRE CODE PERMITS						
1	Additive Manufacturing	\$ 445.00		High		\$ 467.00
2	Aerosol Product	\$ 670.00		High		\$ 704.00
3	Amusement Building	\$ 475.00		High		\$ 499.00
4	Assembly Facility	\$ 445.00		High		\$ 467.00
5	Candles/Open Flame in Assembly	\$ 140.00		High		\$ 147.00
6	Carnivals & Fairs	\$ 670.00		High		\$ 704.00
7	Combustible Dust Prod Ops	\$ 475.00		High		\$ 499.00
8	Combustible Fiber Storage	\$ 475.00		High		\$ 499.00
9	Compressed Gases	\$ 545.00		High		\$ 572.00
10	Carbon Dioxide Beverage Dispensing Systems permit	\$ 105.00		High		\$ 110.00
11	Cryogenics	\$ 475.00		High		\$ 499.00
12	Dry Cleaning Plants	\$ 475.00		High		\$ 499.00
13	Energy Storage System	\$ 445.00		High		\$ 467.00
14	Exhibits/Trade Shows	\$ 375.00		High		\$ 394.00
15	Explosives or Blasting Agents	\$ 375.00		High		\$ 394.00
16	Fireworks/Aerial Displays	\$ 1,060.00		High		\$ 1,113.00
17	Flammable/Combustible Liquid	\$ 555.00		High		\$ 583.00
18	Hazardous Materials 1 to 3 chemical(s)	\$ 465.00		High		\$ 488.00
19	Hazardous Materials 4 to 6 chemicals	\$ 555.00		High		\$ 583.00
20	Hazardous Materials 7 or more chemicals	\$ 670.00		High		\$ 704.00
21	Hazardous Production Materials Facility	\$ 475.00		High		\$ 499.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
22	High Piled Combustible Materials	\$ 690.00		High		\$ 725.00
23	Hot-Work Operations	\$ 445.00		High		\$ 467.00
24	Industrial Baking/Drying Oven	\$ 475.00		High		\$ 499.00
25	Liquid Gas Fueled Vehicles in Assembly Buildings	\$ 375.00		High		\$ 394.00
26	Liquefied Petroleum Gases > 5 gallons	\$ 375.00		High		\$ 394.00
27	Lithium Batteries	\$ 445.00		High		\$ 467.00
28	Lumber Yard	\$ 475.00		High		\$ 499.00
29	Magnesium Working	\$ 475.00		High		\$ 499.00
30	Miscellaneous Comb Material Storage	\$ 475.00		High		\$ 499.00
31	Motor Vehicle Fuel Dispensing Stations	\$ 445.00		High		\$ 467.00
32	Open Burning	\$ 195.00		High		\$ 205.00
33	Organic Coatings	\$ 475.00		High		\$ 499.00
34	Outdoor Assembly	\$ 780.00		High		\$ 819.00
35	Plant Extraction System	\$ 580.00		High		\$ 609.00
36	Pyrotechnical Special Effects Material	\$ 670.00		High		\$ 704.00
37	Refrigeration Equipment	\$ 475.00		High		\$ 499.00
38	Spraying/Dipping	\$ 475.00		High		\$ 499.00
39	Tent/Canopy/Temporary Air Supported Structure	\$ 475.00		High		\$ 499.00
40	Tire Storage	\$ 475.00		High		\$ 499.00
41	Wood Products	\$ 475.00		High		\$ 499.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
FIRE INSPECTION RATES						
42	Apartments	\$ 140.00		High		\$ 145.00
43	Business Occupancy	\$ 165.00		High		\$ 165.00
44	Business Restaurant Occupancy	\$ 195.00		High		\$ 205.00
45	CA Code of Reg. Title 19-Sprinkler System Certifications	\$ 85.00		High		\$ 89.00
46	Commercial Rental Occupancy	\$ 195.00		High		\$ 205.00
47	Covered Mall	\$ 985.00		High		\$ 1,034.00
48	Expedite/After hours Inspection (Fire Prevention Bureau)	\$ 555.00	per hour	High		\$ 583.00
49	Failure to obtain fire construction permit	Double Permit Fee		High		Double Permit Fee
50	Fire Code Compliance Inspection	\$ 215.00		High		\$ 226.00
51	High Rise Occupancy	\$ 985.00		High		\$ 1,034.00
52	Hospital Occupancy	\$ 3,030.00		High		\$ 3,182.00
53	Hotel or Motel Occupancy	\$ 405.00		High		\$ 425.00
54	Key Box	\$ 85.00		High		\$ 89.00
55	Manufacturing/Industrial Storage Occupancy	\$ 165.00		High		\$ 173.00
56	Mercantile Occupancy	\$ 165.00		High		\$ 173.00
57	Missed appointment	\$ 220.00		High		\$ 231.00
58	Occupancy Final Permit Inspection	\$ 155.00	per hour	High		\$ 163.00
59	Private School Occupancy	\$ 345.00		High		\$ 362.00
60	Public School Occupancy	\$ 555.00	per inspection	High		\$ 583.00
61	Re-inspections (Engine or Truck Company)	\$ 315.00	per hour	High		\$ 331.00
62	Re-inspections (Fire Prevention Bureau)	\$ 290.00		High		\$ 305.00
63	Weed Abatement	\$ 230.00		High		\$ 242.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
FIRE STANDBY & SERVICE RATES						
64	Building Evacuation	\$ 2,975.00		High		\$ 3,124.00
65	Chief Officer Standby	\$ 380.00	per hour	High		\$ 399.00
66	Commercial False Alarm Response	\$ 690.00		High	Fees applicable only during 3rd occurrence and subsequent response at the same address location	\$ 725.00
67	Elevator Rescue Service	\$ 595.00		High	Fees applicable only during 3rd occurrence and subsequent response at the same address location	\$ 625.00
68	Engine/Truck Company Standby	\$ 700.00	per hour	High		\$ 735.00
69	Fire Code Appeal	\$ 840.00		High		\$ 882.00
70	Fire Extinguisher Demonstration	\$ 305.00		High		\$ 320.00
71	Fire Standby (Fire Marshal)	\$ 260.00	per hour	High		\$ 273.00
72	Fire Standby (Fire Prevention Specialist)	\$ 180.00	per hour	High		\$ 189.00
73	Movie Detail/Special Event Fire Safety Officer Standby	\$ 215.00	per hour	High		\$ 226.00
74	ALS Ambulance Standby	\$ 535.00	per hour	High		\$ 562.00
75	BLS Ambulance Standby	\$ 165.00	per hour	High		\$ 173.00
76	Residential False Alarm	\$ 175.00		High		\$ 184.00
77	Roof Covering (1st response in a calendar year)	Free		High		Free
78	Roof Covering (2nd and subsequent responses within a calendar year)	\$ 1,305.00		High		\$ 1,370.00
79	Water Evac (1st response in calendar year)	Free		High		Free
80	Water Evac (2nd & subsequent responses within calendar yr)	\$ 645.00		High		\$ 677.00

FIRE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
PARAMEDIC SERVICES						
81	Dispatch fee	\$ 88.35	Each	High	Based on Verdugo per call Dispatch Fee	\$ 93.00
82	Electronic Patient Care Report (ePCR) processing fee	\$ 4.95	Each	High	Based on per call charged fee by Digital EMS to AFD	\$ 5.00
83	EMS Assessment Fee	\$ 485.00		High	Updated annually but not implemented	\$ 509.00
84	Paramedic Ambulance Service	LA County Rates + Pass Through Fees		High		LA County Rates + Pass Through Fees
PLAN REVIEW						
85	Architectural Design Review	\$ 230.00		High		\$ 242.00
86	Expedite/OTC Plan Check	\$ 230.00		High		\$ 242.00
87	Flammable/Combustible Tank (Installation & Removal)	\$ 375.00		High		\$ 394.00
88	In-House Fire Department Plan Check	\$ 365.00	hour	High		\$ 383.00
89	New Construction (Commercial, Multi-Family or Industrial)	0.1% of the Project Valuation		High		0.1% of the Project Valuation
90	Tract Application	\$ 260.00		High		\$ 273.00
ADMINISTRATIVE CITATIONS & FINES FOR VIOLATION OF THE FIRE CODE						
91	First Violation	\$ 125.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 125.00
92	Second violation within 12 month period	\$ 250.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 250.00
93	Third and subsequent violation within 12 month period	\$ 500.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 500.00
94	Use, possession, storage, sale, or manufacturing of fireworks	\$ 2,500.00	Each	High	Per Uniform Fire Code, Not subject to CPI Adjustment	\$ 2,500.00
95	Delinquent fines	10% of amount due to City, or 10% of the amount of the fine remaining unpaid to the City if a portion of the fine amount was timely paid		High		10% of amount due to City, or 10% of the amount of the fine remaining unpaid to the City if a portion of the fine amount was timely paid
96	Interest	1/2 of 1% per month, pro rata		High		1/2 of 1% per month, pro rata

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
1	Vicious and Dangerous Dog Designation	\$ 152.00		High		\$ 160.00
2	Transfer Permit Fee	\$ 5.00		High		\$ 5.00
Police Records						
3	ATM Safety Law	\$ 31.00	per request	Medium		\$ 33.00
4	Citation Verification (Equipment Violation) - Residents	\$ 13.00	per request	Medium		\$ 14.00
5	Citation Verification (Equipment Violation) - Non-residents	\$ 31.00	per request	High		\$ 33.00
6	Copies of Crime Reports	\$ 0.30	per page	Low	First 25 pages free	\$ 0.30
7	Fingerprinting - first card	\$ 13.00	per person	High		\$ 14.00
8	Fingerprinting - each additional card	\$ 13.00	per person	High		\$ 14.00
8	Livescan Fingerprinting (DOJ State Level)	\$ 32.00	per person	High	Per State of California DOJ	\$ 32.00
9	Livescan Fingerprinting (both DOJ State Level and FBI Federal Level)	\$ 52.00	per person	High		\$ 55.00
10	Microfilm Reproduction	\$ 37.00	first five pages	High	\$1.00 for each additional page thereafter.	\$ 39.00
11	Photograph Reproduction	\$ 1.20	per CD per person	Low	no limit to quantity of pictures as long as they fit on one CD, if storage capacity is exceeded then a second CD must be purchased	\$ 1.30
12	Repossession Administrative Fee	\$ 18.00		High		\$ 19.00
13	Special Reports or Research Fee (for video/audio reproduction; blank tapes provided by requester)	\$ 263.00	per hour	High	with one hour minimum, additional time charged at 15-minute increments	\$ 276.00
14	Local C.O.R.I. Letter	\$ 40.00	per request	High		\$ 42.00
15	Sex and Drug Registrants	\$ -		Low		\$ -
16	Police Shooting Range	Law Enforcement use only		Low		Law Enforcement use only
17	Civil Subpoena Duces Tecum	\$ 15.00		Low	Set by State Evidence Code Section 1563	\$ 15.00
18	Traffic Accident Report	\$ 40.00		High		\$ 42.00
19	Adult Business Performer License Annual Fee	\$ 263.00		High		\$ 276.00
20	Misdemeanor/Infraction Violation	Any person convicted of a misdemeanor under any provision of this Code shall be punishable by a fine of not more than \$1,000.00 or by imprisonment in the City				

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Penalty for Infraction					
21	1st Violation	Not more than \$100		High		Not more than \$100
23	2nd Violation (of same provision within 1 year)	Not more than \$200		High		Not more than \$200
24	3rd and any Additional Violation (of same provision within 1 year)	Not more than \$500		High		Not more than \$500
25	Infraction regarding minors	Set by the court		High		Set by the court
	Police Towing Services (according to third-party contract with Jan's Towing)					
26	Regular Tow - Class A	\$ 293.62		High	*All rates are according to latest CHP rates	\$ 325.00
27	Medium Duty Tow - Class B	\$ 354.76		High		\$ 383.00
28	Heavy Duty Tow - Class C	\$ 519.73		High		\$ 541.00
29	Super Heavy Duty Tow - Class D	\$ 536.64		High		\$ 589.00
30	Motorcycle Tow	\$ 293.62		High		\$ 325.00
31	Regular Storage - Class A (inside)	\$ 73.45	day	High		\$ 81.00
32	Medium Storage - Class B (inside)	\$ 73.26	day	High		\$ 81.00
33	Heavy Storage - Class C (inside)	\$ 76.61	day	High		\$ 86.00
34	Heavy Duty Storage - Class D (inside)	\$ 78.00	day	High		\$ 87.00
35	Motorcycle Storage (inside)	\$ 81.61	day	High		\$ 81.00
36	Regular Storage - Class A (outside)	\$ 71.70	day	High		\$ 77.00
37	Medium Storage - Class B (outside)	\$ 75.15	day	High		\$ 80.00
38	Heavy Storage - Class C (outside)	\$ 81.43	day	High		\$ 87.00
39	Heavy Storage - Class D (outside)	\$ 81.61	day	High		\$ 87.00
40	Motorcycle Storage (outside)	\$ 71.70	day	High		\$ 77.00
41	Handicap Tow	\$ 293.62	day	High		\$ 325.00
42	Handicap Storage (indoor)	\$ 73.45	day	High		\$ 81.00
43	Handicap Storage (outdoor)	\$ 71.70	day	High		\$ 77.00
	Disorderly Party Fee					
44	First Response	No fee		High		No fee
45	2nd or subsequent response	Special Assignment Fee (personnel and equipment costs, damage to City property, injuries to City personnel)		High		Special Assignment Fee (personnel and equipment costs, damage to City property, injuries to City personnel)

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Parking Violations					
	Arcadia Municipal Code Violations					
46	10.1 No Stopping or Standing in Parkway	\$ 80.00		High		\$ 84.00
47	10.3 No Stopping or Parking	\$ 80.00		High		\$ 84.00
48	10.3(G) No Stopping or Parking (Street Sweeping)	\$ 80.00		High		\$ 84.00
49	10.4 Using Street Storage of Vehicle	\$ 122.00		High		\$ 128.00
50	10.6 Repairing or Greasing Vehicle on Street	\$ 80.00		High		\$ 84.00
51	10.7 Washing or Polishing Vehicle on Street	\$ 80.00		High		\$ 84.00
52	10.11 Unlawful Parking - Peddlers/Vendors	\$ 102.00		High		\$ 107.00
53	10.12 No Parking (Emergency Signs)	\$ 80.00		High		\$ 84.00
54	11.0 Green Curb (24 Minutes Only)	\$ 80.00		High		\$ 84.00
55	11.2 & 11.3 Overtime Parking (1 Hr. Zone and 2 Hr. Zone)	\$ 80.00		High		\$ 84.00
56	11.6 Park in Space Parking	\$ 80.00		High		\$ 84.00
57	11.9 Overnight Parking (2:30 a.m. to 5:30 a.m.)	\$ 80.00		High		\$ 84.00
58	11.9.1 Overnight Parking (Vehicle over 6,000 lbs.)	\$ 117.00		High		\$ 123.00
59	Temporary All Night Parking	\$ 5.00	per night	High		\$ 5.00
60	12.1 Park in Violation of Curb Markings (R Y W)	\$ 80.00		High		\$ 84.00
61	12.2 Load or Unload in Excess of 20 Minutes	\$ 80.00		High		\$ 84.00
62	12.3 Park in Loading Zone	\$ 80.00		High		\$ 84.00
63	12.4 Park in Passenger Loading Zone	\$ 80.00		High		\$ 84.00
64	12.5 Park in Alley	\$ 80.00		High		\$ 84.00
65	3240 Parking on Private Property	\$ 80.00		High		\$ 84.00
66	13.15 Parking Commercial Vehicle in Residential	\$ 246.00		High		\$ 258.00
67	13.16 Commercial Vehicle (truck route)	\$ 294.00		High		\$ 309.00
68	9402.6(o) Park on Lawn/Unpaved Surface	\$ 74.00		High		\$ 78.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
California Vehicle Code Violations						
69	21113a Parking on Public Grounds	\$ 80.00		High		\$ 84.00
70	22500a Parking Within an Intersection	\$ 80.00		High		\$ 84.00
71	22500b On a Crosswalk	\$ 80.00		High		\$ 84.00
72	22500e In Front of Public or Private Drive	\$ 80.00		High		\$ 84.00
73	22500f On a Sidewalk	\$ 80.00		High		\$ 84.00
74	22500h Double Parking	\$ 80.00		High		\$ 84.00
75	22500i Bus Zone	\$ 367.00		High		\$ 385.00
76	22500.1 Park in Fire Lane/Accessway	\$ 367.00		High		\$ 385.00
77	22502 Park over 18" from R/Curb (or Wrong Side)	\$ 80.00		High		\$ 84.00
78	22507.8 Handicapped Parking (First Offense Only)	\$ 489.00		High		\$ 513.00
79	22514 Fire Hydrant (Within 15 feet)	\$ 80.00		High		\$ 84.00
80	22522 Park Near Curb Access Ramp	\$ 367.00		High		\$ 385.00
81	22526 Blocking Intersection	\$ 128.00		High		\$ 134.00
82	5200(a) Improper Display of License Plates	\$ 80.00		High		\$ 84.00
83	5204(a) Improper Display of Tabs	\$ 80.00		High		\$ 84.00
Public Safety Alarm Fees						
False Security Alarm Fees						
84	First and second false security alarm in any consecutive 365 day period (MC Section - 3907)	No Cost Assessment		High		No Cost Assessment
85	Third false security alarm in any consecutive 365 day period (MC Section 3907b)	\$ 246.00	Assessment	High		\$ 258.00
86	Fourth false security alarm in any consecutive 365 day period (MC 3907c)	\$ 367.00	Assessment	High		\$ 385.00
87	Fifth and all subsequent false security alarms in any consecutive 365 day period (MC 3907d) (Resolution 7047, adopted 10-21-14)	\$ 489.00	Assessment	High		\$ 513.00
88	Each false security alarm which specifically signals a robbery or panic alarm regardless of any other crime in any 365 day period	\$ 246.00	Cost Assessment	High	Commencing with the 2nd false security alarm in any consecutive 365 period 3907e	\$ 258.00
89	Reactivation Fee	\$ 246.00		High		\$ 258.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	False Fire Alarm					
90	First and Second false Fire Alarm during the calendar year	No Cost Assessment		High		No Cost Assessment
91	Third and all subsequent false fire alarms during calendar year	Cost Assessment of \$320		High		Cost Assessment of \$320
92	Fifth and all subsequent false fire alarms during calendar year	Subject to Administrative Citations		High		Subject to Administrative Citations
	Vehicle Impound/Storage Fees					
93	Vehicle Impound/Storage Release Fee	\$ 208.00		High		\$ 218.00
94	Vehicle Impound/Storage Release Fee - Incident to Arrest Other than DUI	\$ 856.00		Medium		\$ 899.00
95	Vehicle Impound/Storage Release Fee with DUI	\$ 856.00		Medium		\$ 899.00
96	Massage Therapist Permit Application Fee	\$ 305.00		High		\$ 320.00
97	Massage Therapist Permit Renewal Fee	\$ 263.00		High		\$ 276.00
98	Movie Detail	Cost Varies		High		Cost Varies
	Miscellaneous Police Services					
99	Safekeeping of Firearms	\$150 for the first weapon \$50 for each additional weapon, and a \$2 per day per weapon storage free beyond the 30-day limit		High		\$150 for the first weapon \$50 for each additional weapon, and a \$2 per day per weapon storage free beyond the 30-day limit
100	Annual Overnight Parking Permit	\$ 152.00		High	Effective January 1, 2027	\$ 160.00
101	Annual Overnight Parking Permit Transfer Fee	\$ 5.00		High	Effective January 1, 2027	\$ 5.00
102	Altered Dogs	\$ 36.00		High		\$ 36.00
103	Unaltered Dogs	\$ 78.00		High		\$ 78.00
104	Altered Dogs - Senior rate	\$ 23.00		High		\$ 23.00
105	Unaltered Dogs - Senior rate	\$ 46.00		High		\$ 46.00
106	Pet Store/Groomer	\$ 125.00		High		\$ 125.00
107	Replacement Tags	\$ 25.00		High		\$ 25.00
108	Penalty Fee for late payments	\$ 30.00		High		\$ 30.00
109	Taxi Driver Permit Application	\$ 263.00		High		\$ 276.00
110	Solicitation Permit Application	\$ 165.00		High		\$ 173.00
111	Audio/Video Recording (on CD)	\$ 1.00		High		\$ 1.00
112	Concealed Carry Weapon License Application	\$ 389.00		High		\$ 389.00

POLICE

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
113	Concealed Carry Weapon License Amendment	\$ 11.00		High		\$ 12.00
114	Concealed Carry Weapon License Renewal	\$ 28.00		High		\$ 29.00
115	Concealed Carry Weapon License Psychological Test	\$ 162.00		High		\$ 170.00

RECREATION AND COMMUNITY SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
Classes and Activities						
1	Class Registration Administration Fee	\$ 6.00	each	Low		\$ 6.00
2	Refund Processing Fee for Cancellation of Activity	\$ 22.00	each	Low		\$ 22.00
Youth Programs						
3	Kids Night Out	\$ 24.00	each	Low		\$ 24.00
4	Afterschool Sports Leagues	\$ 119.00	each	Low	*previously Intramural Basketball, Volleyball, and Football	\$ 119.00
5	Seasonal Camps	\$ 34.00	daily	Low	*previously Winter, Spring, Thanksgiving, and Teen Camps	\$ 34.00
6	Day Camp	\$ 174.00	weekly	Low		\$ 174.00
7	Sports Camp	\$ 174.00	weekly	Low		\$ 174.00
8	Fun N Play	\$ 59.00	weekly	Low		\$ 59.00
Adult Programs						
9	Adult Basketball League	\$ 894.00	team	Low		\$ 894.00
10	Open Play Sports	\$ 44.00	quarterly	Low	*previously Badminton, Volleyball, Pickleball (no instructor)	\$ 44.00
Wilderness Park Fees						
11	Overnight Youth Campouts (up to 50 people)	\$ 320.00	daily	Low		\$ 320.00
12	Overnight Youth Campouts (up to 100 people)	\$ 640.00	daily	Low		\$ 640.00
13	Security deposit	\$ 120.00	daily	Low		\$ 120.00
14	School Picnics	\$ 120.00	daily	Low		\$ 120.00
15	Groups (1-5)	\$ -	daily	Low		\$ -
16	Groups (6+)	\$ 32.00	daily	Low		\$ 32.00
Various Parks						
17	Hourly Fee for Use of Synthetic Turf Fields	\$ 45.00	hourly	Low		\$ 50.00
18	Bonita Park Light Use	\$ 13.00	hourly	Low		\$ 25.00
19	City Hall Lawn	NEW		Low	(Depending on amenities used)	\$25 - \$150
20	Annual Security Deposit For Use of Concession Stands	\$ 300.00	annually	Low		\$ 300.00
21	Annual Security Deposit For Use of Athletic Fields	\$ 300.00	annually	Low		\$ 300.00
Community Center Ballroom						
22	Priority 2: Full Ballroom (Under 150 people); City Retirement Events	\$ 300.00	flat	Low	6 hours maximum, including set up/breakdown	\$ 315.00
23	Priority 3: Full Ballroom (Capacity 300)	\$ 200.00	hourly	Low	2 hour minimum	\$ 210.00
24	Priority 3: 1/2 Ballroom (Capacity 150)	\$ 100.00	hourly	Low	2 hour minimum	\$ 105.00
25	Ballroom Security Deposit	\$ 350.00	daily	Low		\$ 350.00
Small Meeting Rooms						
26	Community Center Dance Room, Craft Room, Billiards Room	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
27	Museum Education Center Rentals	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
28	Council Chambers Room Facility Rental	\$ 70.00	hourly	Low	2 hour minimum	\$ 70.00
29	Small Meeting Room Security Deposit	\$ 120.00	daily	Low		\$ 120.00
Custodial Care of Children - Late Fees						
30	5 minutes	\$ -	each	Low		\$ -
31	6 - 15 minutes	\$ 20.00	each	Low		\$ 20.00
32	16 - 30 minutes	\$ 30.00	each	Low		\$ 30.00
33	31-45 minutes	\$ 40.00	each	Low		\$ 40.00
34	46-60 minutes	\$ 50.00	each	Low	\$10 additional charge for each 5 minutes after	\$ 50.00

RECREATION AND COMMUNITY SERVICES

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
35	Extended Care AM	\$ 25.00	daily	Low		\$ 25.00
36	Extended Care PM	\$ 25.00	daily	Low		\$ 25.00
37	Extended Care AM&PM	\$ 50.00	daily	Low		\$ 50.00

LIBRARY

	DESCRIPTION	CURRENT FEE / CHARGE	UNIT	Cost Recovery Level	NOTES	NEW FEES EFFECTIVE JULY 1, 2026
	Library Fees					
	Overdue Library Materials					
1	Per day, per item	\$ 0.25		Low		\$ 0.25
2	Maximum fine, per item	\$ 10.50		Low		\$ 11.00
3	Referral fee to collection agency per item	\$ 15.00		Low		\$ 16.00
	Items Lost or Damaged Beyond Repair					
4	Replacement	Cost of Items		Low		Cost of Items
5	Processing Charge (paperback)	\$ 5.00		Low		\$ 5.00
6	Processing Charge (all other materials)	\$ 5.00		Low		\$ 5.00
	Chargers	\$ -				\$ -
7	Chromebook	\$ 40.00		Low		\$ 42.00
8	Launchpad/Playaway View	\$ 10.00		Low		\$ 11.00
	New: Missing Labels	\$ -				\$ -
9	Barcodes, per item	\$ 1.00		Low		\$ 1.00
10	RFID Tags, per item	\$ 1.00		Low		\$ 1.00
	Book Reserve					
11	Adult materials	Free		Low		Free
12	Children's materials	Free		Low		Free
13	Interlibrary Loan Requests: Each request (plus postage and other fees added by	\$ 5.00		Low		\$ 5.00
	Photocopies					
14	Photocopies (first 25 pages)	Free		Low		Free
15	Photocopies (26th and subsequent pages)	\$ 0.15	per page	Low		\$ 0.15
16	Historical Materials for Private or Not for Profit Use	\$ 20.00		Low		\$ 21.00
17	Historical Materials, commercial use, public display, publication	\$ 50.00		Low		\$ 53.00
	Library Card					
18	Replacement fee for lost card	\$ 2.00		Low		\$ 2.00
	Library Meeting Room Reservations					
	Cay Mortenson Auditorium					
19	Per Hour Rental Fee (2 hour minimum)	\$ 133.00		Low		\$ 140.00
20	Auditorium Security Deposit (refundable)	\$ 159.00		Low		\$ 167.00
21	Cleaning Fee per use when food is served	\$ 53.00		Low		\$ 56.00
22	Auditorium Piano Rental Use Fee	\$ 53.00		Low		\$ 56.00
23	Internet Computer Use Guest Pass	Free		Low		Free
	Museum Patio					
24	Per Hour (2 hour minimum)	\$ 45.50		Low		\$ 48.00
	Passport Services					
25	Passport Fee	\$ 35.00		Low		\$ 37.00
26	Photo Fee	\$ 15.00		Low		\$ 16.00
27	Express Mail	\$ 32.00		Low		\$ 34.00
	Class Fees					
28	English Conversation Fee	\$ -	yr/student	Low		\$ -
29	Per Hour Rental Fee Imagination Theater (1 hour min.)	\$ 58.00	per hour	Low		\$ 61.00
30	Security Deposit (refundable)	\$ 58.00		Low		\$ 61.00

**ARCADIA CITY COUNCIL
REGULAR MEETING MINUTES
TUESDAY, APRIL 7, 2026**

CALL TO ORDER – Mayor Wang called the Study Session to order at 6:07 p.m.

ROLL CALL OF CITY COUNCIL MEMBERS

PRESENT: Cao, Fu, Kwan, Cheng, and Wang

ABSENT: None

PUBLIC COMMENTS - No one appeared.

STUDY SESSION

- a. Waste Management Proposed Refuse Rates Schedule for Fiscal Years 2026-27 through 2030-31.

Public Works Services Director Cranmer presented the PowerPoint.

It was the consensus of the City Council to bring forward the proposed rate adjustments for consideration, following the schedule included in the presentation.

The Study Session ended at 6:34 p.m.

**Regular Meeting
City Council Chambers, 7:00 p.m.**

1. **CALL TO ORDER** – Mayor Wang called the Regular Meeting to order at 7:00 p.m.
2. **INVOCATION** – Reverend Jolene Cadenbach, Arcadia Congregational Church
3. **PLEDGE OF ALLEGIANCE** – Reverend Jolene Cadenbach, Arcadia Congregational Church
4. **ROLL CALL OF CITY COUNCIL MEMBERS**

PRESENT: Cao, Fu, Kwan, Cheng, and Wang

ABSENT: None

5. REPORT FROM CITY ATTORNEY REGARDING CLOSED/STUDY SESSION ITEMS

City Attorney Maurer reported that prior to the Regular Meeting, the City Council met in a Study Session to discuss the item listed on the posted agenda regarding the proposed refuse rates for Fiscal Years 2026-27 through 2030-31, noting that no action was taken.

6. SUPPLEMENTAL INFORMATION FROM CITY MANAGER REGARDING AGENDA ITEMS

City Manager Lazzaretto reported that a public comment was received from a resident regarding Consent Calendar Item 8.c – City Hall Lawn Fence Installation Project, requesting that gaps be incorporated into the fence design to allow for more pedestrian access.

7. PUBLIC COMMENTS

Emily Wu Truong, an Arcadia resident, appeared and shared her experience with involuntary mental health treatment; she inquired about whether the City will be hosting a mental health fair; and she requested information on how the Mental Health Crisis Response Teams that serve Arcadia collaborate with City staff.

8. CONSENT CALENDAR

- a. Regular Meeting Minutes of March 17, 2026.
CEQA: Not a Project
Recommended Action: Approve
- b. Resolution No. 7678 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the SCADA System Replacement Project in the amount of \$163,195, offset by a reduction in the Water Fund; and approve a Professional Services Agreement with Morrow-Meadows Co., for the SCADA System Replacement Project in the amount of \$1,057,450.
CEQA: Not a Project
Recommended Action: Adopt and Approve
- c. Resolution No. 7679 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the City Hall Lawn Fence Installation Project in the amount of \$137,759.78, offset by a reduction in the Capital Outlay Fund; and approve a contract with MDJ Management, LLC for the City Hall Lawn Fence Installation Project in the amount of \$125,236.16.
CEQA: Exempt
Recommended Action: Adopt and Approve

- d. Resolution No. 7681 amending the Fiscal Year 2025-26 General Fund Operating Budget, authorizing a supplemental budget appropriation for plan check services in the amount of \$435,000, offset by an increase in plan check revenue; and amending the Professional Services Agreements with Scott Fazekas & Associates, Inc. and VCA Code Group for additional plan review services in the amount of \$435,000.
 CEQA: Not a Project
 Recommended Action: Adopt and Approve

- e. Authorize Lease Agreement of 1,200 acre-feet of production rights in the Main San Gabriel Basin from Covina Valley Water Company, in the amount of \$1,173,960.
 CEQA: Not a Project
 Recommended Action: Approve

- f. Accept all work performed by Gentry Brothers, Inc. for the Second Avenue Arterial Pavement Rehabilitation Project in the amount of \$649,918.64.
 CEQA: Exempt
 Recommended Action: Approve

Council Member Kwan pulled Consent Calendar Item 8.c – City Hall Lawn Fence Installation Project for discussion and requested that City Manager Lazzaretto further explain the need for this project.

City Manager Lazzaretto stated that the City increasingly hosts community events on the City Hall Lawn and, due to its location along a busy roadway, additional safety measures are needed to protect attendees; he noted that prior to community events, the Public Works Services Department installs temporary K-Rail barriers to create a buffer between the lawn and passing vehicles; however, repeated installation and removal of the barriers have increased operational and rental costs.

Council Member Kwan expressed concerns regarding the effectiveness of a wrought iron fence compared to K-rail barriers.

City Manager Lazzaretto stated that the design and durability of the fence has been reviewed, and it will be effective in enhancing event safety; he added that it would be set in concrete and include interior landscaping hedges to soften its appearance and enhance the visual barrier along the street frontage.

It was moved by Council Member Cao, seconded by Council Member Fu, and carried on a roll call vote to approve Consent Calendar Items 8.a through 8.f.

AYES: Cao, Fu, Kwan, Cheng, and Wang
 NOES: None

ABSENT: None

9. AB 1234 REPORTS FROM MAYOR AND CITY COUNCIL (*limited to legally required reports*).

Council Member Cao had nothing to report.

Council Member Fu had nothing to report.

Council Member Kwan had nothing to report.

Mayor Pro Tem Cheng announced that he attended the Foothill Unity Golden Plate Awards.

Mayor Wang had nothing to support.

10. REQUEST FOR FUTURE ITEMS

Council Member Cao requested City Council support to place an item on a future agenda to discuss a resolution in support of Senate Bill 1352, Mayor Wang and Mayor Pro Tem Cheng concurred.

Council Member Fu noted that the City Council will soon hold its annual budget study session and, given inflationary and economic challenges related to energy costs, suggested that the additional costs should be contemplated in the budget proposals.

11. ADJOURNMENT

The City Council adjourned at 7:21 p.m. to Tuesday, April 21, 2026, at 6:00 p.m., in the City Council Conference Room.



Linda Rodriguez
City Clerk



PUBLIC WORKS SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Public Works Services Director
By: Michael Kwok, Associate Civil Engineer

SUBJECT: RESOLUTION NO. 7680 AMENDING THE FISCAL YEAR 2025-26 CAPITAL IMPROVEMENT PROGRAM BUDGET, AUTHORIZING A SUPPLEMENTAL BUDGET APPROPRIATION FOR THE STORMDRAIN REPAIR PROJECT IN THE AMOUNT OF \$58,757.50, OFFSET BY A REDUCTION IN THE CAPITAL OUTLAY FUND; AND APPROVE A CONTRACT WITH GRBCON, INC. FOR THE STORMDRAIN REPAIR PROJECT IN THE AMOUNT OF \$144,325

CEQA: Exempt
Recommendation: Adopt and Approve

SUMMARY

The Fiscal Year 2025-26 Capital Improvement Program provides for the removal and replacement of 220 linear feet of damaged 18-inch stormdrain pipe on Fallen Leaf Road. To ensure that the City is receiving the most competitive price and quality service for this work, a formal bid process was conducted. GRBCON, Inc. submitted the lowest responsive bid. Due to cost increases in labor and material in the marketplace, the bids came back higher than the current budget; however, it is essential that the work be completed to restore proper stormwater flow in the area and reduce the potential for flooding.

It is recommended that the City Council adopt Resolution No. 7680 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the Stormdrain Repair Project in the amount of \$58,757.50, offset by a reduction in the Capital Outlay Fund; and approve, authorize, and direct the City Manager to execute a contract with GRBCON, Inc. for the Stormdrain Repair Project in the amount of \$144,325, with a 10% contingency.

BACKGROUND

The Public Works Services Department (“PWSD”) owns and maintains various catch basins and storm drain lines throughout the City. During a recent storm, water was unable to properly drain from a curb opening catch basin on Fallen Leaf Road. City crews located the pipe in this catch basin and attempted to CCTV it. The CCTV camera could not get through the pipe, which indicates that the pipe is damaged and likely collapsed. Replacing the damaged pipe with a new reinforced concrete pipe will restore proper stormwater flow in that area and eliminate potential flooding. Approximately 220 linear feet of 18-inch stormdrain pipe will be removed and replaced as part of this project. The work is anticipated to begin in June 2026, and construction will take approximately one month to complete. A copy of the Project Location Map is shown on Exhibit “A”.

DISCUSSION

A Notice Inviting Bids was published in accordance with City Council Resolution No. 7483, and bid packages were provided to contractors that perform this type of work. On March 10, 2026, the City Clerk received seven bids with the following results:

<u>Bidder</u>	<u>Location</u>	<u>Bid Amount</u>
GRBCON, Inc.	Baldwin Park, CA	\$ 144,325
Ramona, Inc.	Baldwin Park, CA	\$ 158,750
Wright Construction Engineering	San Marcos, CA	\$ 177,500
Bali Construction, Inc.	South El Monte, CA	\$ 178,500
J.A. Salazar Construction & Supply	La Habra, CA	\$ 248,650
Kordich Construction, Inc.	Cypress, CA	\$ 268,760
CEM Construction Corporation	Montebello, CA	\$ 367,650

All bid documents were reviewed for content and the contractor’s background was investigated. Based on that review, it was determined that GRBCON, Inc. is the lowest responsive bidder. GRBCON, Inc. is qualified to complete the project as defined in the bid documents and has successfully completed similar projects on time and within budget for the Cities of Los Angeles and Norwalk. The City has previously contracted with GRBCON, Inc. and has been satisfied with their work.

ENVIRONMENTAL ANALYSIS

This project involves the replacement and minor alteration of an existing utility system with no expansion of the system, and therefore, qualifies as a Class 2 categorical exemption per Section 15302(2) of the California Environmental Quality Act ("CEQA").

FISCAL IMPACT

The total cost for the Stormdrain Repair Project is \$144,325. In addition, a standard 10% contingency of \$14,432.50 is recommended to cover potential unforeseen costs or circumstances, bringing the potential total project cost to \$158,757.50. Gas Tax (HUTA) Funds in the amount of \$100,000 have been budgeted in the Fiscal Year 2025-26 Capital Improvement Program Budget for the Stormdrain Repair Project. Staff reviewed all available funds to determine if additional Gas Tax (HUTA) Funds could be used for the additional appropriation. Gas Tax (HUTA) Funds are not available; therefore, a supplemental budget appropriation of \$58,757.50 is being requested from the Capital Outlay Fund reserves to complete the project. This increase was not anticipated at the time of budget development and is largely due to the rising cost of labor and materials in the construction industry.

RECOMMENDATION

It is recommended that the City Council determine that this project is exempt under the California Environmental Quality Act ("CEQA"); and adopt Resolution No. 7680 amending the Fiscal Year 2025-26 Capital Improvement Program Budget, authorizing a supplemental budget appropriation for the Stormdrain Repair Project in the amount of \$58,757.50, offset by a reduction in the Capital Outlay Fund; and approve, authorize, and direct the City Manager to execute a contract with GRBCON, Inc. for the Stormdrain Repair Project in the amount of \$144,325, with a 10% contingency.

Approved:



Dominic Lazzaretto
City Manager

Resolution No. 7680 Award Stormdrain Repair Project
April 21, 2026
Page 4 of 4

Attachments: Resolution No. 7680
Exhibit "A" – Project Location Map
Proposed Contract

RESOLUTION NO. 7680

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCADIA, CALIFORNIA, AMENDING THE FISCAL YEAR 2025-26 CAPITAL IMPROVEMENT PROGRAM BUDGET, AUTHORIZING A SUPPLEMENTAL BUDGET APPROPRIATION FOR THE STORMDRAIN REPAIR PROJECT IN THE AMOUNT OF \$58,757.50, OFFSET BY A REDUCTION IN THE CAPITAL OUTLAY FUND

WHEREAS, the Fiscal Year 2025-26 Capital Improvement Program provides for the Stormdrain Repair Project; and

WHEREAS, during a recent storm, water was unable to properly drain from a curb opening catch basin on Fallen Leaf Road; and

WHEREAS, through a CCTV inspection, City crews identified a pipe in the catch basin to be damaged and likely collapsed; and

WHEREAS, the replacing of the damaged pipe with a new reinforced concrete pipe will restore proper stormwater flow in that area and reduce the potential for flooding; and

WHEREAS, the total cost for the Stormdrain Repair Project is \$144,325, plus a 10% contingency in the amount of \$14,432.50, would total \$158,757.50; and

WHEREAS, only \$100,000 in Gas Tax Funds were included in the Fiscal Year 2025-26 Capital Improvement Program Budget for this Project; and

WHEREAS, an amendment to the Fiscal Year 2025-26 Capital Improvement Program Budget authorizing a supplemental appropriation in the amount of \$58,757.50 is needed for the Stormdrain Repair Project; and

WHEREAS, the supplemental budget appropriation will be offset by a reduction in the Capital Outlay Fund; and

WHEREAS, the City Manager has certified that there are sufficient reserves available in the Capital Outlay Fund.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARCADIA, CALIFORNIA, DOES FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. The sum of Fifty-Eight Thousand, Seven Hundred Fifty-Seven Dollars and Fifty Cents (\$58,757.50) is hereby appropriated in the Capital Improvement Program Budget for the forgoing purposes, offset with an equal reduction in the Capital Outlay Fund.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution.

[SIGNATURES ON THE NEXT PAGE]

Passed, approved and adopted this 21st day of April, 2026.

Mayor of the City of Arcadia

ATTEST:

City Clerk

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

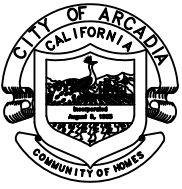
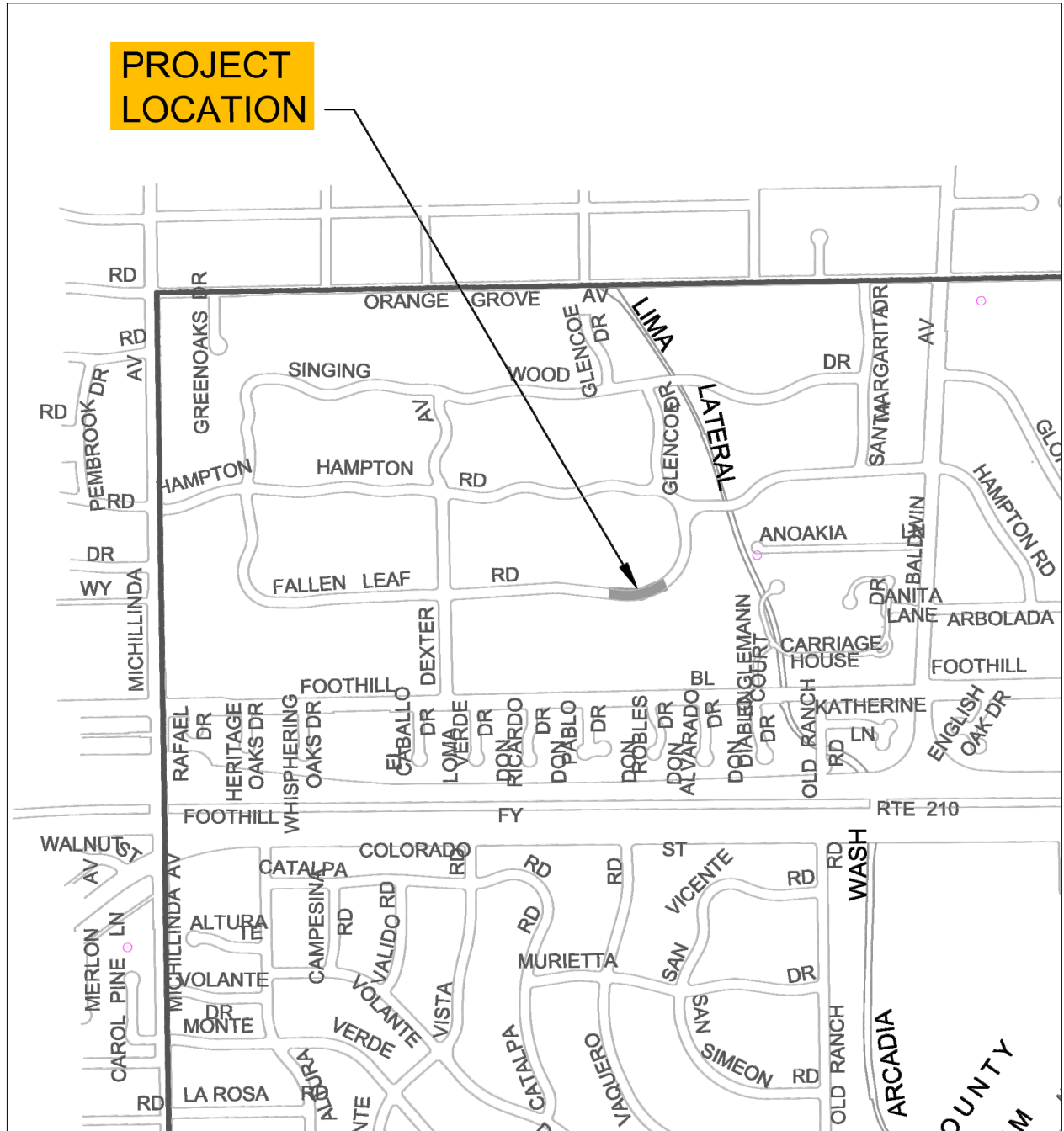


EXHIBIT "A" STORMDRAIN REPAIR PROJECT



PROJECT LOCATION MAP

CITY OF ARCADIA

**STORMDRAIN REPAIR PROJECT
PROJECT No.: 33851726**

CONTRACT

**BETWEEN
CITY OF ARCADIA
AND
GRBCON, INC.**

**CONTRACT FOR THE
CITY OF ARCADIA**

This CONTRACT, No. _____ is made and entered into this ____ day of _____, 2026, by and between City of Arcadia, sometimes hereinafter called "City," and **GRBCON, INC.**, sometimes hereinafter called "Contractor."

WITNESSETH: That the parties hereto have mutually covenanted and agreed, and by these presents do covenant and agree with each other as follows:

A. SCOPE OF WORK. The Contractor shall perform all Work within the time stipulated in the Contract, and shall provide all labor, materials, equipment, tools, utility services, and transportation to complete all of the Work required in strict compliance with the Contract Documents as specified in Article 5, below, for the following Project:

Stormdrain Repair Project / Project No.: 33851726

The Contractor and its surety shall be liable to the City for any damages arising as a result of the Contractor's failure to comply with this obligation.

B. TIME FOR COMPLETION. Time is of the essence in the performance of the Work. The Work shall be commenced on the date stated in the City's Notice to Proceed. The Contractor shall complete all Work required by the Contract Documents within **30 calendar days** from the commencement date stated in the Notice to Proceed. By its signature hereunder, Contractor agrees the time for completion set forth above is adequate and reasonable to complete the Work.

C. CONTRACT PRICE. The City shall pay to the Contractor as full compensation for the performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs, the sum of **ONE HUNDRED FORTY-FOUR THOUSAND, THREE HUNDRED TWENTY-FIVE DOLLARS, AND NO CENTS (\$144,325.00)**. Payment shall be made as set forth in the General Conditions.

D. LIQUIDATED DAMAGES. In accordance with Government Code section 53069.85, it is agreed that the Contractor will pay the City the sum set forth in Special Conditions, Article 1.11 for each and every calendar day of delay beyond the time prescribed in the Contract Documents for finishing the Work, as Liquidated Damages and not as a penalty or forfeiture. In the event this is not paid, the Contractor agrees the City may deduct that amount from any money due or that may become due the Contractor under the Contract. This Article does not exclude recovery of other damages specified in the Contract Documents.

E. COMPONENT PARTS OF THE CONTRACT. The "Contract Documents" include the following:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Form
- Bid Bond
- Designation of Subcontractors
- Information Required of Bidders
- Non-Collusion Declaration Form
- Iran Contracting Act Certification
- Public Works Contractor Registration Certification
- Performance Bond

Payment (Labor and Materials) Bond
General Conditions
Special Conditions
Technical Specifications
Addenda
Plans and Drawings
Standard Specifications for Public Works Construction "Greenbook", latest edition, Except
Sections 1-9
Applicable Local Agency Standards and Specifications, as last revised
Approved and fully executed change orders
Any other documents contained in or incorporated into the Contract

The Contractor shall complete the Work in strict accordance with all of the Contract Documents.

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Contract shall supersede any prior agreement of the parties.

F. PROVISIONS REQUIRED BY LAW AND CONTRACTOR COMPLIANCE. Each and every provision of law required to be included in these Contract Documents shall be deemed to be included in these Contract Documents. The Contractor shall comply with all requirements of applicable federal, state and local laws, rules and regulations, including, but not limited to, the provisions of the California Labor Code and California Public Contract Code which are applicable to this Work.

G. INDEMNIFICATION. Contractor shall provide indemnification and defense as set forth in the General Conditions.

H. PREVAILING WAGES. Contractor shall be required to pay the prevailing rate of wages in accordance with the Labor Code which such rates shall be made available at the City's Administrative Office or may be obtained online at dir.ca.gov and which must be posted at the job site.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, this Contract has been duly executed by the above-named parties, on the day and year above written.

CITY OF ARCADIA

GRBCON, INC.

By: _____
Dominic Lazzaretto
City Manager

By: _____
Signature

Print Name and Title

Attest:

By: _____
City Clerk

By: _____
Signature

Print Name and Title

Approved as to Form:

Michael J. Maurer
City Attorney



CITY OF ARCADIA

STAFF REPORT

FIRE DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Chen Suen, Fire Chief
By: Erica Seo, Management Analyst

SUBJECT: DONATION OF FOUR E-RIDE PRO ELECTRIC MOTORBIKES FROM YOUTUBE, LLC FOR FIRE DEPARTMENT USE
CEQA: Not a Project
Recommendation: Accept

SUMMARY

YouTube, LLC has offered a donation of four E-Ride Pro electric motorbikes to the Arcadia Fire Department at minimal to no cost. The E-Ride Pro electric motorbikes ("e-motos") are high-performance electric units equipped with powerful motors, extended-range lithium battery systems, and all-terrain capabilities, and are governed to a maximum speed of approximately 30 miles per hour to support safe and controlled operation. The e-motos would be utilized for special events and operational scouting during wildland and search and rescue incidents. Acceptance of this donation provides increased mobility and operational flexibility at minimal cost to the Fire Department. The total value of the donation is approximately \$40,600.

It is recommended that the City Council accept this donation of four E-Ride Pro e-motos for the Fire Department's operational use.

DISCUSSION

The proposed donation includes four electric motorbikes, valued at approximately \$4,999 each, plus tax, for use during special events and select field operations. Helmets and goggles are also provided to ensure personnel are properly equipped for safe operation. The E-Ride Pro is a high-performance electric motorbike designed for versatile urban and off-road use, which can support mobility needs without the

expense of motorized vehicles. In addition, e-motos will enable personnel to quickly access areas that may be difficult for traditional fire apparatus to reach, such as narrow trails, densely populated event spaces, or restricted access areas. The e-moto is governed at a top speed of approximately 30 miles per hour, which provides a balance between rapid response capability and operational safety, particularly in crowded or complex environments.

Based on the manufacturer specifications and product demonstrations, the E-Ride Pro uses a high-output electric motor capable of rapid acceleration and sustained performance, allowing personnel to cover large operational areas efficiently. The e-motos also feature long range battery systems, reducing the need for frequent recharging during extended incidents or deployments. The donated e-motos would provide a compact, efficient, and environmentally-friendly mode of transportation for Fire Department personnel in situations where transportation via a conventional fire apparatus may be impractical.

The total cost breakdown is as follows:

Item	Unit Cost	Quantity	Total
E-Ride Pro 3.0	\$5,000	4	\$20,000
Modifications	\$5,150	4	\$20,600
Total Estimated Value			\$40,600

The e-moto has been significantly modified to improve both performance and appearance. Built on an E-Ride Pro 3.0 platform, the e-moto includes several upgraded components for enhanced control, durability, and functionality. Key improvements include upgraded handlebars, stem, and grips for better handling, as well as a custom seat for rider comfort. Multiple reinforced components, such as the kickstand, motor cover, ignition cover, and chain guard have been installed to increase durability and reliability.

The bike also features upgraded wheels and tires for improved off-road performance, enhanced foot pegs for rider stability, and additional accessories such as a lighting kit, siren system, and number plate. Cosmetic and structural

enhancements include powder coating, custom painted decals, and a full teardown and rebuilding. Overall, these modifications result in a more durable, functional, and visually distinctive e-moto suitable for operational use.

Use of the e-motos will be governed by Fire Department policy, including operator training, requirements, personal protective equipment standards, and operational guidelines to ensure safe deployment during incidents and special events.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.


FISCAL IMPACT

The total estimated value of the donation is approximately \$40,600 for the four units. Ongoing costs are limited to training time, routine maintenance, and periodic battery replacement, which can be absorbed by the Fire Department's Operating Budget. Future costs, such as battery replacement and minor repairs, are expected to be minimal and will be managed within existing resources. No additional staffing or overtime costs are anticipated, and all acquisition and modification costs are covered by the donation.

RECOMMENDATION

It is recommended the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and accept a donation of four E-Ride Pro electric motorbikes from YouTube, LLC for Fire Department use.

Approved:



Dominic Lazzaretto
City Manager



PUBLIC WORKS SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Public Works Services Director
By: John Corona, Utilities Manager

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH EUROFINS DRINKING WATER AND WASTEWATER WEST, LLC FOR LABORATORY TESTING SERVICES OF CITY WATER SAMPLES IN AN AMOUNT NOT TO EXCEED \$172,878.50

CEQA: Not a Project
Recommendation: Approve

SUMMARY

As an urban water supplier, the City of Arcadia is required by the State Water Resources Control Board Division of Water Quality (“SWRCB”) to perform weekly, monthly, and quarterly water quality testing. All water samples must be analyzed and submitted to the SWRCB by a certified laboratory. The Public Works Services Department (“PWSD”) recently solicited a Request for Proposals (“RFP”) for laboratory testing services of City water samples.

Based on the evaluated proposals, it is recommended that the City Council approve, authorize, and direct the City Manager to execute a Professional Services Agreement with Eurofins Drinking Water and Wastewater West, LLC for laboratory testing services of City water samples, in an amount not to exceed \$172,878.50, with the option of three one-year extensions. It is further recommended that the City Council delegate the authority to approve future extensions under this agreement to the City Manager, without having to return to the City Council for subsequent approval, provided that any changes to the financial terms stay within standard inflationary limits.

BACKGROUND

The PWSD operates the City’s water distribution system and provides water service to more than 56,000 residents through approximately 15,000 connections. The State of California Domestic Water Quality and Monitoring Regulations require that water samples be collected and tested weekly, monthly, quarterly, and annually by a SWRCB certified laboratory (Chapter 15, Title 22, California Code of Regulations). Water quality testing includes bacteriological, volatile organic compounds, nitrate, and Perfluorooctane Sulfonic Acid (“PFAS”) sampling.

The scope of services for laboratory testing of City water samples includes furnishing all labor, services, equipment, supplies, and all other items and facilities necessary to appropriately analyze water samples, as required by the SWRCB.

DISCUSSION

On March 2, 2026, a Notice Inviting Proposals was published in accordance with City Council Resolution No. 7483, and RFP packages were provided to certified laboratories that perform this work. Three proposals were received, and were reviewed, evaluated, and ranked based on experience, certification with SWRCB, quality of the proposal, and cost. The proposal rankings and associated costs are listed below:

Firm Name	Rank	Score	Cost Proposal
Eurofins Drinking Water and Wastewater West, LLC	1	97%	\$172,878.50
BSK Associates	2	86%	\$218,355.00
Positive Lab Services	3	77%	\$422,296.00

After careful review and consideration, it was determined that Eurofins Drinking Water and Wastewater West, LLC, is most qualified to provide laboratory testing services for City water samples. Eurofins Drinking Water and Wastewater West, LLC has been in the water quality testing industry for 58 years and provides similar services for the City of San Diego, Los Angeles Department of Water and Power, and Santa Clarita Valley Water Agency. Eurofins Drinking Water and Wastewater West, LLC has also previously provided quality services to the City of Arcadia.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act (“CEQA”), and it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Sufficient funds have been budgeted in the proposed Fiscal Year 2026-27 Water Operation and Maintenance Budget for these services.

RECOMMENDATION

It is recommended that the City Council determine that this action does not constitute a project under the California Environmental Quality Act (“CEQA”); and approve, authorize, and direct the City Manager to execute a Professional Services Agreement with Eurofins Drinking Water and Wastewater West, LLC for laboratory testing services of City water samples, in an amount not to exceed \$172,878.50, with the option of three one-year extensions. It is further recommended that the City Council delegate the authority to approve future extensions under this agreement to the City Manager, without having to return to the City Council for subsequent approval, provided that any changes to the financial terms stay within standard inflationary limits.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Proposed Professional Services Agreement

**CITY OF ARCADIA
PROFESSIONAL SERVICES AGREEMENT REGARDING
LABORATORY ANALYSES SERVICES FOR
CITY WATER SAMPLE TESTING**

This Agreement is made and entered into as of _____, 2026 by and between the City of Arcadia, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 240 West Huntington Drive, Arcadia, California 91066 ("City"), and **Eurofins Drinking Water and Wastewater West, LLC**, a California Corporation, with its principal place of business at **941 Corporate Center Drive, Pomona, CA 91768** (hereinafter referred to as "Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project: **Laboratory Analyses Services for City Water Sample Testing** (hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit "A."

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit "B."

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of **One Hundred Seventy-Two Thousand, Eight Hundred Seventy-Eight Dollars, and Fifty Cents (\$172,878.50)**. This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an

invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by City.

5. Term.

The term of this Agreement shall be for one year from the date of execution, unless earlier terminated as provided herein. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Project. Consultant shall perform its services in a prompt and timely manner within the term of this Agreement and shall commence performance upon receipt of written notice from the City to proceed ("Notice to Proceed"). The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Contractor

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability **Consultant shall procure and submit evidence of insurance for at least five (5) years from the time that all work under this Agreement is completed.**
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Agreement
- (8) Property Damage
- (9) Independent Consultants Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage. **Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract.** However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City, and provided that such deductibles shall not apply to the City as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status. **Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract.** However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(iv) Subject to written approval by the City, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the City as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its

profession, in a form and with insurance companies acceptable to the City and in an amount indicated herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage
Employer's Liability	\$1,000,000 per occurrence
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration. Consultant may provide blanket endorsements to meet the Additional Insured requirement in this written contract. However, all subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the City, its officials, officers, employees, agents, 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.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, 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.

(iii) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the City nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the City that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the City as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. All subcontractors' endorsements shall specifically name the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives as additional insureds and blanket endorsements are not acceptable. If requested by Consultant, City may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, but shall not otherwise be reduced. If Consultant's obligations to defend, indemnify, and/or hold harmless arise out of Consultant's performance of "design professional services" (as that term is defined under Civil Code section 2782.8), then upon Consultant obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the City, Consultant's obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1).

b. If the services are being performed as part of an applicable “public works” or “maintenance” project and if the total compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. City Material Requirements.

Consultant is hereby made aware of the City’s requirements regarding materials, as set forth in **Request for Proposals**, which are deemed to be a part of this Agreement.

16. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Los Angeles, State of California.

17. Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

18 Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

19. Organization

Consultant shall assign **Katie Beall**, as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

20. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

21. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Arcadia
240 West Huntington Drive
Arcadia, CA 91066
Attn: John Corona
Utilities Superintendent

CONSULTANT:

Eurofins Drinking Water & Wastewater West,
LLC
941 Corporate Center Drive
Pomona, CA 91768
Attn: Camila Gadotti
President

and shall be effective upon receipt thereof.

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

25. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

26. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However,

Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

27. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

28. Time of Essence

Time is of the essence for each and every provision of this Agreement.

29. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

30. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARCADIA
AND EUROFINS DRINKING WATER AND WASTEWATER WEST, LLC**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF ARCADIA

**EUROFINS DRINKING WATER AND
WASTEWATER WEST, LLC**

By: _____
Dominic Lazzaretto
City Manager

By: _____
Title: _____

Printed Name: _____

ATTEST:

By: _____

By: _____
City Clerk

Title: _____

Printed Name: _____

APPROVED AS TO FORM:

CONCUR:

By: _____
Michael J. Maurer
City Attorney

Paul Cranmer
Public Works Services Director

EXHIBIT "A"

Scope of Services

The Scope of Services for the Laboratory Analyses Services for City Water Sample Testing shall include, but are not limited to the following:

- Furnish all labor, services, equipment, supplies and all other items and facilities necessary to appropriately analyze ground water samples taken within the City of Arcadia's domestic water system for bacteriological, organics, inorganics, general physicals, general mineral, TTHM, Lead & Copper, Langlier, hardness, radioactivity as required by the State of California Domestic Water Quality and Monitoring regulations (Chapter 15, Title 22, California Code of Regulations), special samples are required by National Pollutant Discharge Elimination System ("NPDES") regulations for discharge of water into the storm drainage system and other samples as deemed necessary by the Public Works Services Department.
- Testing and analyses of water samples for bacteria, contaminants or pollutants by a State of California Department of Public Health and United States Environmental Protection Agency certified Laboratory.
- Invoices must be itemized showing sample location(s), date, names of sample tests taken, unit quantity, and subtotal costs.
- A written report, completed entirely by the laboratory, is to be furnished for each sample indicating analyses conducted and the results of each analysis. Written reports shall comply with CDPH and USEPA standard report formats and are to be transmitted electronically to CDPH in Sacramento, California and USEPA, as required.
- The City must receive all reports a prior month by the fifth (5) day of the current month to be included in the City's monthly report to CDPH. An emailed report, followed by an original report, is acceptable and is deemed to meet this requirement.
- A Utilities Section emergency contact list will be provided to the laboratory for immediate notification of any positive bacteriological, volatile organic compounds ("VOC"), PFAS Maximum Contaminant Level (MCL) exceedance, or nitrate samples that exceed the (MCL).
- The laboratory must provide pick-up service for all routine samples according to the City's annual sampling schedule and must provide either weekend pick-up/testing service or weekend drop-off/testing service within the specified distance.
 - The pick-up point is the City's Public Works Services Department located at 11800 Goldring Road, Arcadia, CA 91006.

EXHIBIT "B"

Schedule of Charges/Payments

Consultant will invoice City on a monthly cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform City regarding any out-of-scope work being performed by Consultant. This is a time-and-materials contract.

Compensation shall be based on time and materials spent in accordance with the tasks specified, not to exceed the total compensation listed:

Professional Laboratory Analyses & Water Sample Testing Services	-	\$172,878.50
Total Compensation:	-	\$172,878.50

The total compensation shall not exceed the total listed without written authorization in accordance with Section 2 (b) of the agreement period. (see attached Attachment "A")

Company:	Eurofins Drinking Water and Wastewater West, LLC
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PROPOSAL PRICING FORM COMPLETION INSTRUCTIONS

The proposal pricing forms are divided into three schedules that depict specific types of sampling services.

The proposed pricing schedules list the items and estimated quantities necessary to complete the work. Payment for each item will be based on the actual quantity for analyses performed. Quantities shown are estimated based on the on-going Title 22 requirements. Variation of the actual analysis quantity is expected. All tests shall be performed in accordance with CDPH and USEPA requirements.

I. Routine Sampling

DESCRIPTION	EST. QUANTITY	UNIT PRICE	TOTAL PRICE
Bacteriological	2250	\$7.50	\$16,875
Speciation	10	\$150	\$1,500
General Physicals	280	\$15	\$4,200
TTHM	15	\$52	\$780
Lead & Copper	30	\$21	\$630
General Mineral	16	\$80	\$1,280
Langelier	16	incl w/ GenMin	incl w/ GenMin
Hardness	16	incl w/ GenMin	incl w/ GenMin
TCE	350	\$42	\$14,700
PCE	350	incl w/ TCE	incl w/ TCE
1,1 DCE	70	\$42	\$2,940
1,2 DCA	70	incl w/ 1,1-DCE	incl w/ 1,1-DCE

Inorganics: Aluminum, Antimony, Arsenic, Barium, Beryllium, Cadmium, Chromium (total Cr), Fluoride, Lead, Mercury, Nickel, Selenium, Silver, Thallium, Cyanide, Nitrate (NO ₃), Nitrate (expressed as Nitrogen), Perchlorate	20	\$159	\$3,180
Nitrate (NO ₃)	450	\$10.50	\$4,725
Radon	20	\$70	\$1,400
Radioactivity: Gross Alpha, Gross Beta, Radium 226, Radium 228, Uranium	20	\$260	\$5,200
DESCRIPTION	EST. QUANTITY	UNIT PRICE	TOTAL PRICE
Chlordane (EPA Method 507 or approved equal)	20	\$72	\$1,440
Diazinon, Bromocil Atrazine, Simazine (EPA Method 507 or approved equal)	20	\$100	\$2,000
2, 4-D (EPA Method 515.1)	20	\$75	\$1,500
Carbaryl (EPA Method 531.1)	20	\$75	\$1,500
Glyphosate (EPA Method 547)	20	\$75	\$1,500
Diquat (EPA Method 549)	20	\$75	\$1,500
Diuron (EPA Method 632)	20	\$450	\$9,000
Complete VOC (EPA Method 524.2)	30	\$52	\$1,560
Travel Bank	N/A	incl w/ 524	incl w/ 524
MTBE	20	incl w/ 524	incl w/ 524
Perchlorate	20	\$25	\$500
Trimethylbenzene (1, 2, 4)	40	\$345	\$13,800
Trimethylbenzene (1, 3, 5)	40	incl w/ 525 ext	incl w/ 525 ext
Fluoride	40	\$10.50	\$420

Asbestos	20	\$150	\$3,000
Chromium 6	20	\$25	\$500
Chlorinated Pesticides (EPA Method 508)	10	\$72	\$720
DEHP, DEHA, PAH, Triazine (EPA Method 525)	10	incl w/ 525	incl w/ 525
Endothall (EPA Method 548)	10	\$75	\$750
Dioxin (EPA Method 1613)	10	\$155	\$1,550
EDB/DBCP (EPA Method 504)	10	\$42	\$420
PFAS	225	\$300	\$67,500
HPC	225	\$8.50	\$1,912.50

Total Amount of Schedule I – Routine Sampling \$ 168,482.50

Total Amount of Schedule 1 – Written Form: One hundred sixty-eight thousand, four hundred eighty-two dollars and fifty cents

II. NPDES Sampling

Special samples are for NPDES regulations covering groundwater discharges. These are not routine and are on an as-needed basis.

DESCRIPTION	EST. QUANTITY	UNIT PRICE	TOTAL PRICE
Total Settleable Solids	4	\$10.50	\$42
Total Suspended Solids	4	\$10.50	\$42
Total Dissolved Solids	4	\$10.50	\$42
Turbidity	4	\$5	\$20
BOD ₅ 20°C	4	\$45	\$180
Oil and Grease	4	\$60	\$240
Sulfate	4	\$10.50	\$42
Chloride	4	\$10.50	\$42
NO ₃ + NO ₂ as N	4	\$10.50	\$42
Acute Toxicity **	4	\$490	\$1,960
pH	4	\$5	\$20
Detergents as Methylene Blue Active Substances (MBAS)	4	\$30	\$120
Sulfides	4	\$15	\$60

Total Amount of Schedule II – NPDES Sampling \$ 2,852

Total Amount of Schedule II – Written Format: Two thousand, eight hundred fifty-two dollars

** Results of toxicity tests shall be included in the first monitoring report following sampling. By the method specified in “Methods for Measuring the Acute Toxicity of Effluents to Freshwater and Marine Organisms” – September, 1991, (EPA/600/4-90/027). Submission of bioassay results should include the information noted on pages 70-73 of the “methods”. The Fathead Minnow (*Pimehales promelas*) shall be used as the test species. If the results of the toxicity yield a survival of less than 90%, then the frequency of analysis shall be increased to monthly until at least three (3) consecutive test results have been obtained and full compliance with Effluent Limitations has been demonstrated.

III. Special Sampling

DESCRIPTION	EST. QUANTITY	UNIT PRICE	TOTAL PRICE
Phenols	4	incl w/ 625	incl w/ 625
Phenolic Compounds (Chlorinated)	4	\$135	\$540
Benzene	4	\$78	\$312
Toluene	4	incl w/ 624	incl w/ 624
Ethylbenzene	4	incl w/ 624	incl w/ 624
Xylene	4	incl w/ 624	incl w/ 624
Ethylene Dibromide	4	incl w/ 624	incl w/ 624
Carbon Tetrachloride	4	incl w/ 624	incl w/ 624
Tetrachloroethylene	4	incl w/ 624	incl w/ 624
1,4-dichlorobenzene	4	incl w/ 624	incl w/ 624
1,1-duchloroethane	4	incl w/ 624	incl w/ 624
1,2-dichloroethane	4	incl w/ 624	incl w/ 624
1,1-dichloroethylene	4	incl w/ 624	incl w/ 624
Vinyl Chloride	4	incl w/ 624	incl w/ 624
Cadmium	4	\$10.50	\$42
Chromium (Total & Hexavalent)	4	\$50	\$200
Copper	4	\$10.50	\$42
Lead	4	\$10.50	\$42
Mercury	4	\$10.50	\$42
Selenium	4	\$10.50	\$42
Silver	4	\$10.50	\$42
Total Petroleum Hydrocarbons	4	\$60	\$240
Methyl Tertiary Butyl Ether (MTBE)	4	incl w/ 624	incl w/ 624

Total Amount of Schedule III – Special Sampling \$ 1,544
 Total Amount of Schedule III – Written Format One thousand, five hundred forty-four dollars

GRAND PROPOSED TOTAL (All Schedules)

		TOTAL SCHEDULE AMOUNT
I.	Routine Sampling	\$168,482.50
II.	NPDES Sampling	\$2,852
III.	Special Sampling	\$1,544

Grand Proposed Pricing Total \$ 172,878.50

Grand Proposed Pricing Total in Written Format: One hundred seventy-two thousand, eight hundred seventy-eight dollars and fifty cents

END OF SECTION

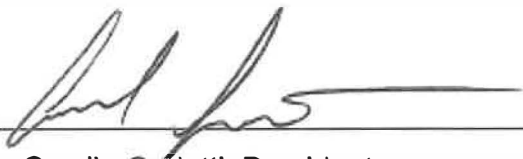
Signed: 
Camila Gadotti, President
Eurofins Drinking Water and Wastewater West, LLC

EXHIBIT "C"

Activity Schedule

All work shall be completed in accordance with the following schedule:

The Term of this Agreement shall be for one (1) year from the date of execution. All tasks under Exhibit "A" shall be adhered to and executed accordingly.



DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Chen Suen, Fire Chief
By: Jacob Sutton, Battalion Chief

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH AP TRITON, LLC FOR STANDARDS OF COVER/COMMUNITY RISK ASSESSMENT IN AN AMOUNT NOT TO EXCEED \$80,000
CEQA: Not a Project
Recommendation: Approve

SUMMARY

As part of the Fiscal Year 2025-26 Citywide Budget adoption, the City Council approved a new Fire Department program entitled “Standards of Cover Assessment” and allocated \$80,000 to the Fire Operating Budget. This new program will provide an in-depth analysis of the Fire Department's current operations. A Standards of Cover (“SOC”)/Community Risk Assessment (“CRA”) study or assessment is a systematic process to assess community risks, evaluate response performance, and identify opportunities for improvement. Through data collection and analysis, the SOC/CRA study will determine the Arcadia Fire Department’s (“Department”) current levels of response, response time objectives, standards for measuring resource effectiveness, and the deployment of its resources. The assessment results will provide a framework to ensure the community receives the appropriate level of services it needs based on a data-driven evaluation of effectiveness.

The Fire Department recently solicited a Request for Proposal (“RFP”) to provide the SOC/CRA study and received six submissions. Upon review and evaluation, it is recommended that the City Council approve, authorize, and direct the City Manager to execute a Professional Services Agreement with AP Triton, LLC, in an amount not to exceed \$80,000.

BACKGROUND

In the 2004-2005 Verdugo Dispatch Annual Report, the documented call volume for the Department was 4,127 emergency responses. During 2024, the Arcadia Fire Department responded to 6,136 emergency responses, which is a 48.7% call volume increase compared to 20 years ago. Some of the major contributing factors to this increase over time include the aging of the community, extension of light rail service through the City, and large mixed-use and new hotel developments. Additionally, recent wildfires such as the Bobcat Fire and Eaton Fire, highlight the importance of maintaining sufficient firefighting resources to meet the needs of the wildland-urban interface. Added to this, the City is currently undergoing significant expansion of its housing stock with the addition of large multifamily developments in the Downtown area, as well as the addition of second or third homes on single-family residential lots. Due to sustained growth in service demands, increasing frequency and severity of major wildfires, and the unpredictability of emerging incidents, conducting an SOC/CRA study to review community risks and emergency response capabilities will help to better prepare the City to maintain its high level of fire and paramedic services to the community.

DISCUSSION

An SOC/CRA study is a comprehensive planning tool used by municipal fire departments to evaluate and optimize their emergency response capabilities. The SOC/CRA will also provide a defensible, data-driven foundation for future policy decisions, capital planning, and potential grant funding opportunities. These studies systematically assess community risks, analyze current deployment models, and establish benchmarks to ensure effective mitigation of hazards such as fires, medical emergencies, hazardous materials incidents, and technical rescues. Developed under the framework of the Center for Public Safety Excellence ("CPSE") accreditation model, SOC/CRA studies help align resources with community needs, promoting safety, efficiency, and accountability.

The primary purpose of an SOC/CRA study is to identify any service gaps, predict workload, and define acceptable levels of risk as determined by the community and City stakeholders. The SOC/CRA serves as a management tool for resource allocation, including apparatus types, staffing levels, and station placements, while facilitating continuous improvement through data-driven evaluations. By benchmarking against

the highest standards established by the National Fire Protection Association (“NFPA”), including NFPA 1710 (which specifies response times, such as four minutes of travel to 90% of incidents), the SOC/CRA studies ensure fire departments can measure performance, justify budgets, and enhance public trust. These studies are typically updated every five years or as community demographics, infrastructure, or hazards evolve.

On January 30, 2026, a Notice Inviting Proposals for the Standards of Cover/Community Risk Assessment was published, and notices were provided to firms offering these services. On February 23, 2026, the City Clerk’s Office received six proposals. The proposals were evaluated based on the firm’s thoroughness and understanding of the scope of work, relevant experience, proposed project timeline, and proposal quality. The results of the evaluation for each company’s ranking and proposed cost are listed below:

Rank	Firm	Evaluation Scores (out of 100)	Cost Proposal
1	AP Triton, LLC	97.33	\$76,425
2	ESCI	92.67	\$54,635
3	Jacob Green & Associates	81.00	\$68,500
4	Fitch & Associates	77.67	\$62,996
5	Dark Horse Emergency	77.33	\$110,000
6	Public Consulting Group	59.67	\$169,990

After careful review and consideration of each firm’s proposal, qualifications, understanding of the needs of the City, quality of service approach, implementation timeline, and cost, AP Triton, LLC was determined to be the most qualified firm to prepare a comprehensive Standards of Cover/Community Risk Assessment. Despite the lower cost proposed by three other vendors, AP Triton, LLC was ranked first based on several critical evaluation areas, including:

- Demonstrated depth, clarity, and insight in addressing the scope of work;
- A well-structured, realistic, and efficient project timeline; and
- Overall proposal quality, professionalism, and attention to detail,

ESCI and Jacob Green & Associates were ranked second and third, respectively. While both firms demonstrated relevant experience and the ability to perform the work,

their proposals were less competitive when evaluated against the City's established criteria. In particular, both firms scored lower in the areas of scope understanding and overall proposal quality, as their submissions provided less clarity and detail in project approach, data analysis methodology, and the development of measurable performance objectives and deliverables outlined in the RFP. In addition, portions of the proposals lacked clarity and consistency, and provided less specificity related to stakeholder engagement, long-term system planning, and implementation strategies. While none of these issues were determinative on their own, taken together they contributed to lower overall evaluation scores.

AP Triton, LLC demonstrated extensive and proven experience providing public safety consulting services for agencies across California and nationwide, bringing significant technical expertise and a strong foundation in industry best practices. The firm has a strong track record of successfully completing similar projects for other agencies, including the La Verne and Sierra Madre Fire Departments, and has supported fire agencies throughout the region, further demonstrating their ability to deliver high-quality, actionable analyses. Collectively, these strengths highlight AP Triton's superior capability to deliver a comprehensive, data-driven, and actionable Standards of Cover/Community Risk Assessment, tailored to the City's needs.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

The FY 2025-26 Fire Operating Budget has allocated \$80,000 for this project. The total proposal cost for this project is \$76,425, with the remaining balance of \$3,575, authorized to accommodate potential contingencies or unforeseen project needs.

RECOMMENDATION

It is recommended that the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and

Standards of Cover/Community Risk Assessment

April 21, 2026

Page 5 of 5

approve, authorize, and direct the City Manager to execute a Professional Services Agreement with AP Triton, LLC for Standards of Cover/Community Risk Assessment in an amount not to exceed \$80,000.

Approved:



Dominic Lazzaretto
City Manager

Attachment: Proposed Professional Services Agreement

CITY OF ARCADIA
PROFESSIONAL SERVICES AGREEMENT REGARDING
STANDARDS OF COVER & COMMUNITY RISK ASSESSMENT

This Agreement is made and entered into as of April ____, 2026__ by and between the City of Arcadia, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 240 West Huntington Drive, Arcadia, California 91066 (“City”), and AP TRITON, LLC., a [CORPORATION] with its principal place of business at 1309 Coffeen Avenue, Suite 3178, Sheridan, Wyoming, 82801 (hereinafter referred to as “Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project:

STANDARDS OF COVER & COMMUNITY RISK ASSESSMENT (hereinafter referred to as “the Project”).

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit “A.”

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit “B.”

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of **\$76,425.00** (**Seventy-Six Thousand Four Hundred**

Twenty-Five). This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by City.

5. Term.

The term of this Agreement shall be from **July 1, 2026** to **June 30, 2027**, unless earlier terminated as provided herein. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Project. Consultant shall perform its services in a prompt and timely manner within the term of this Agreement and shall commence performance upon receipt of written notice from the City to proceed ("Notice to Proceed"). The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Contractor

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Agreement
- (8) Property Damage
- (9) Independent Consultants Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City, and provided that such deductibles shall not apply to the City as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give City, its officials, officers, employees, agents and City designated volunteers additional insured status.

(iv) Subject to written approval by the City, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the City as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the City and in an amount indicated herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury, and property damage
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Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage
Employer's Liability	\$1,000,000 per occurrence
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the

policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the City, its officials, officers, employees, agents, 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.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, 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.

(iii) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the City nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the City that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the City as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, City may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, but shall not otherwise be reduced. If Consultant's obligations to defend, indemnify, and/or hold harmless arise out of Consultant's performance of "design professional services" (as that term is defined under Civil Code section 2782.8), then upon Consultant obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the City, Consultant's obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total

compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1).

b. If the services are being performed as part of an applicable “public works” or “maintenance” project and if the total compensation is \$15,000 or more for maintenance or \$25,000 or more for construction, alteration, demolition, installation, or repair, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Los Angeles, State of California.

16. Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

17. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

18. Organization

Consultant shall assign Melissa Vazquez Swank as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

19. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

20. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:
City of Arcadia

CONSULTANT:
AP TRITON, LLC.

240 West Huntington Drive

Arcadia, CA 91066

Attn: Jacob Sutton, Arcadia Fire Department

1309 Coffeen Avenue, Suite 3178

Sheridan, WY 82801

Attn: Michael Despain, Chief Executive Officer

and shall be effective upon receipt thereof.

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

25. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

26. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

27. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

28. Time of Essence

Time is of the essence for each and every provision of this Agreement.

29. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

30. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

31. Federal Requirements [***INCLUDE THIS SECTION ONLY IF APPLICABLE; DELETE OTHERWISE AND DELETE ASSOCIATED EXHIBIT. YOU MAY ALSO NEED TO INCLUDE SOME INFORMATION IN THE RFP DUE TO FEDERAL FUNDING GUIDELINES. CONSULT LEGAL COUNSEL IF NECESSARY***]

When funding for the services is provided, in whole or in part, by an agency of the federal government, Consultant shall also fully and adequately comply with the provisions included in Exhibit "D" (Federal Requirements) attached hereto and incorporated herein by reference ("Federal Requirements"). With respect to any conflict between such Federal Requirements and the terms of this Agreement and/or the provisions of state law, the more stringent requirement shall control.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARCADIA
AND AP TRITON, LLC**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF ARCADIA

AP TRITON, LLC

By: _____

Dominic Lazzaretto
City Manager

By: _____

Signature

Date: _____

Its: _____

ATTEST:

Printed Name

By: _____

City Clerk

Date: _____

APPROVED AS TO FORM

By: _____

Signature

By: _____

Michael J. Maurer
City Attorney

Its: _____

Printed Name

EXHIBIT A

Scope of Services

AP Triton, LLC (AP Triton) understands that the City of Arcadia seeks a comprehensive Standards of Cover (SOC) and Community Risk Assessment (CRA) for the Arcadia Fire Department (AFD) that evaluates current service delivery, deployment performance, staffing, and organizational capacity while establishing a practical framework for ongoing performance measurement and future planning.

This study will be conducted in accordance with the Center for Public Safety Excellence (CPSE) accreditation model and the Commission of Fire Accreditation International (CFAI) Quality Improvement for the Fire and Emergency Services (10th Edition) methodology. The SOC/CRA will also align with nationally recognized standards and best practices, including applicable National Fire Protection Association (NFPA) standards, Insurance Services Office (ISO) evaluation criteria, CAL-OSHA requirements, and relevant federal, state, and local mandates governing fire and emergency medical services in California.

Arcadia is a complex and dynamic community within Los Angeles County, characterized by stable residential neighborhoods, significant commercial and institutional occupancies, major destination venues, and a substantial transient and daytime population that increases during peak business hours and special events. The City's proximity to the San Gabriel Mountains and the Angeles National Forest also introduces environmental and wildland interface considerations that must be reflected in emergency service planning.

AFD operates as an all-risk department from three fire stations (Stations 105, 106, and 107), providing fire suppression, emergency medical services, rescue, hazardous materials response, and specialty capabilities. Daily deployment includes engine and truck companies, ALS and EMT ambulance resources, command staff, and specialty apparatus. The SOC/CRA will evaluate how these resources align with community risk, service demand, and adopted performance expectations.

AP Triton understands that AFD is seeking a clear, usable, and accountable SOC/CRA that:

- Evaluates current deployment and staffing relative to risk and demand.
- Assesses historical system performance using objective, data-driven measures.
- Establishes defensible performance objectives tied to community risk.
- Identifies practical, implementable options for improving service delivery over time.

AP Triton’s Strategic Methodology

No. 1	No. 2	No. 3	No. 4
Current Conditions	Data Analytics	Evaluate Options	Implementation Guidance
Request key data and engage stakeholders to inform decisions and clearly define the gaps and issues to be addressed.	Develop strategies and options aligned with data, national standards and best practices, client goals, and available resources.	Compare pros, cons, and outcomes across options and develop a data-driven recommendation.	Define key performance indicators and provide implementation guidance, as requested.

This effort will provide City leadership, department management, and policy makers with actionable recommendations supported by GIS analysis, performance metrics, and transparent assumptions – ensuring the SOC/CRA serves as both a strategic planning tool and a repeatable performance management framework.

Section One – Project Initiation

Task 1-A: Project Initiation & Development of a Work Plan

AP Triton will meet virtually with the Arcadia Fire Department (AFD) leadership team. The purpose of this meeting will be to develop a complete understanding of the department’s background, organizational context, goals, and expectations for the project. AP Triton’s Project Manager will then refine a proposed work plan to guide the project. This plan will establish:

- Clear identification of project team members and their responsibilities.
- Major tasks and sub-tasks to be performed.
- Resources to be utilized throughout the project.
- Methods for evaluating study results to ensure accuracy and applicability.
- Identification of potential constraints or challenges that may affect task completion.

The benefits of this process will be the development of effective working relationships between AP Triton and AFD, while also clarifying communication protocols, review expectations, and logistical needs critical to project success.

Task 1-B: Procurement of Information & Data

AP Triton will request pertinent information and data from AFD, the City of Arcadia, and relevant partner agencies (including mutual and automatic aid providers). This information is critical and will be used extensively throughout the analysis and report development. The documents and data relevant to this project will include, but not limited to:

- **Emergency Services Reports:** Past or current planning documents, strategic plans, hazard mitigation plans, after-action reports, and annual reports.

- **Community Data:** General Plan elements, specific plans, GIS data, zoning maps, land-use information, and demographic statistics for the City of Arcadia.
- **Geographic Information System (GIS) Files:** Shapefiles and other GIS resources needed for incident demand, coverage, and risk analysis.
- **Operational Information:** Response time performance standards, EMS delivery models, training programs, fire prevention activities, and apparatus inventories.
- **Administrative Materials:** Policies, procedures, financial data, collective bargaining agreements, and mutual or automatic aid agreements.
- **Organizational Infrastructure:** Department organizational charts authorized and actual staffing levels, and administrative support structures.
- **Insurance Services Office (ISO):** Most recent Public Protection Classification documentation and related materials.
- **Historical Service Performance Data:**
 - Current and historical Records Management System (RMS) data, including NFIRS/NERIS, spanning three (3) to five (5) years.
 - Current and historical Computer-Aided Dispatch (CAD) incident records spanning three (3) to five (5) years.
- **Financial Data:** Current and historical operating budgets, revenue and expenditure detail, and cost recovery schedules, where applicable.
- **Inventory Data:** Comprehensive list of facilities (fire stations, administrative facilities, training or maintenance spaces), apparatus, and vehicles.
- **Other Relevant Documents:** Any additional materials identified by AFD or the City that are necessary for successful completion of the project.

Task 1-C: Stakeholder & Community Input

The AP Triton Project Team will conduct structured interviews and gather qualitative information from key stakeholders, inclusive of internal personnel, partner agencies, and community representatives. Information may be obtained through on-site or virtual interviews, electronic questionnaires, and/or telephone interviews. Stakeholders will include, but are not limited to:

- City of Arcadia elected officials and executive staff.
- Arcadia Fire Department command staff, including the Fire Chief, Deputy Fire Chief, Battalion Chiefs, Fire Marshall, and administrative personnel.
- Labor representatives, operations personnel, and fire prevention staff.
- Emergency medical service partners and mutual or automatic aid agencies.
- Public safety communications and dispatch personnel.
- Members of the business community, homeowner associations, and civic organizations.
- Partner organizations involved in fire prevention, EMS, emergency management, or community risk reduction.

From these discussions, AP Triton will gain insight into operational challenges, discal and policy considerations, service expectations, and perceived risks related to fire and emergency medical services within the community.

Optional Task 1-D: Community Survey

At the City's discretion, AP Triton can design and administer a concise electronic community survey to gather resident and stakeholder input regarding perceived risks, service priorities, and expectations related to fire and emergency medical services. Survey results would be summarized and incorporated into the final Standards of Cover and Community Risk Assessment to supplement quantitative data with community perspective.

Section Two – Evaluation of Current Conditions

Utilizing the data and information provided by the Arcadia Fire Department, the City of Arcadia, and relevant partner agencies, AP Triton will conduct a baseline assessment of current conditions and service performance. This assessment will include an organizational analysis of AFD based on the elements included in the following tasks.

The purpose of this evaluation is to assess the department's operations in comparison to industry standards and best practices, including National Fire Protection Association (NFPA) standards, Center for Public Safety Excellence / Commission on Fire Accreditation International (CPSE/CFAI) guidance, and Insurance Services Office (ISO) evaluation criteria, and to establish a defensible benchmark for evaluating future service delivery options.

Task 2-A: Description of the Department

An overview of the Arcadia Fire Department and the services it provides will be developed. This will include:

- History, formation, and evolution of the Arcadia Fire Department.
- Description of its municipal fire department structure and service delivery responsibilities within the City of Arcadia.
- Governance and lines of authority, including the relationship between the Fire Department, City management, and elected officials.
- Organizational design and leadership structure, including the Fire Chief, Deputy Fire Chief, Battalion Chiefs, Fire Marshall, and other key administrative and operational roles.

Task 2-B: Description & Review of Services Provided

The services currently provided by AFD will be reviewed and compared to industry benchmarks and accreditation standards. Areas to be considered include:

- Description of the current all-hazards service delivery infrastructure.
- Overview of calls for service and service demand characteristics within the City of Arcadia.
- Deployment considerations, including:
 - Apparatus and unit types and staffing configurations.
 - Distribution of fire suppression, EMS, and specialty resources.
 - Computer-Aided Dispatch (CAD) protocols and emergency communications processes.

- Review of emergency response services by type, including fire suppression, emergency medical services, hazardous materials response, rescue, and other specialized incident types.
- Critical task analysis for fire suppression, EMS, and other identified incident categories.
- Review of support and prevention programs, including:
 - Emergency medical services delivery models.
 - Fire Prevention and Public Education programs.
 - Hazardous Materials Services and Response.
 - Special Operations and Technical Rescue.
 - Training, certification, and professional development programs.

Task 2-C: Staffing & Personnel

AP Triton will review AFD's management and staffing levels, including:

- Evaluation of operating staffing levels, unit distribution, and shift configurations.
- Review and evaluation of administrative and support staffing levels.
- Review of succession planning, workforce sustainability, and personnel considerations impacting long-term service delivery.

Task 2-D: Financial Overview

AP Triton will review AFD's financial data, including but not limited to:

- Current and historical operating budgets for the City of Arcadia Fire Department.
- Historical recurring and non-recurring expenditures, revenue sources, fees, and taxation mechanisms.
- Funding structure and financial policies supporting fire and emergency medical services.
- Any additional fiscal issues relevant to long-term sustainability, including cost recovery mechanisms and financial projections, where available.

Task 2-E: Capital Facilities and Equipment

AP Triton will review AFD's major capital assets to understand how facilities and equipment support current service delivery and identified performance outcomes. This task will include:

- **Facilities:**
 - Review of existing fire stations, including general condition, location, and functional considerations.
 - Reference to relevant facility planning documents, where available.
- **Apparatus and Vehicles:**
 - Review of apparatus and vehicle inventory, including age, condition, and serviceability.
 - Assessment of apparatus distribution relative to service demand and deployment needs.
 - General overview of fleet maintenance practices and lifecycle considerations.

Section Three – Community Risk Assessment

AP Triton will conduct an all-hazards Community Risk Assessment (CRA) for the City of Arcadia and the Arcadia Fire Department, using a methodology consistent with NFPA 1300, the Center for Public Safety Excellence (CPSE) accreditation model, and nationally recognized best practices. This analysis will integrate demographic, geographic, and hazard-specific data to identify risks, prioritize vulnerabilities, and support data-driven recommendations for emergency service delivery.

The CRA will measure the Arcadia Fire Department's ability to respond to community risks and demands for service and will guide recommendations for effective fire suppression, emergency medical services, rescue, and hazardous materials deployment.

Task 3-A: Community Profile/Demographic Overview

AP Triton will develop a comprehensive profile of the City of Arcadia and the surrounding service area. This overview will include:

- **Community Characteristics:** General location, jurisdictional boundaries, geography, climate, and neighboring jurisdictions within Los Angeles County.
- **Demographics:** Population history, density, growth trends, age distribution, socioeconomic considerations, and daytime and transient population shifts influenced by Arcadia's role as a regional business, cultural, and event destination.
- **Service Zones:** Review of existing planning, response, or operational zones that define emergency service coverage across the City of Arcadia.
- **Transportation Networks:** Evaluation of major transportation corridors, arterial roadways, rail lines, and other transportation infrastructure that influence emergency response access and travel times.
- **Special Event and Activity Centers:** Consideration of major venues, institutional uses, commercial districts, and special event locations that influence call volume surge demand, and peak operational workload.

This profile will establish baseline conditions that drive service demand and emergency response requirements within the City of Arcadia.

Task 3-B: All-Hazards Community Risk Assessment

AP Triton will evaluate community hazards, vulnerabilities, and risk classifications using available local, regional, and national data sources. The CRA will incorporate zoning and land-use data, parcel information, Insurance Services Office (ISO) fire flow and water supply considerations, demographic factors, and target hazard information to assess risk and service needs. Key elements of this analysis will include:

- **Environmental Hazards:** Review of wildfire exposure within and adjacent to the Wildland Urban Interface (WUI), seismic risks, flooding, extreme heat, and other

- weather-related hazards. Analysis will consider speed of onset, duration, and implications for emergency response and resource deployment.
- **Critical Infrastructure and Physical Assets:** Identification and assessment of essential infrastructure, institutional properties, commercial occupancies, multi-family housing, special-use facilities, and other community assets within the City of Arcadia.
 - **Land Use and Growth Patterns:** Spatial review of zoning classifications, development trends, redevelopment activity, and planned land-use changes that influence service demand and risk exposure.
 - **Risk Classifications:** Development of vulnerability profiles by occupancy type, population group, hazard type; analysis of risk by response category including fire suppression, emergency medical services, technical rescue, hazardous materials, and transportation-related incidents.
 - **System Integration Considerations:** Evaluation of how current deployment strategies, mutual and automatic aid relationships, and regional response coordination influence community risk mitigation and service delivery effectiveness.
 - **Spatial Visualization of Risk:** Use of GIS mapping and geospatial analysis to illustrate hazards, transportation networks, topography, land-use patterns, growth areas, and WUI conditions. Data visualization will incorporate risk matrices that consider probability, consequence, and impacts on community resilience.

This analysis will provide a clear and defensible picture of community-wide hazards, threats, and vulnerabilities, establishing a foundation for the subsequent Standards of Cover deployment analysis and the development of actionable, performance-based recommendations.

Section Four – Standards of Cover & Deployment Analysis

AP Triton will conduct a Standards of Cover (SOC) and deployment analysis for the Arcadia Fire Department. This evaluation will assess current operations against industry standards and best practices, including NFPA 1710, applicable California regulatory requirements, Insurance Services Office (ISO) evaluation criteria, and CPSE/CFAI Quality Improvement guidelines, while documenting historical service levels provided within the City of Arcadia.

This analysis will incorporate population density, geographic risk factors, land-use patterns, and operational deployment considerations. Findings will support the development of future performance objectives, deployment strategies, and recommendations for service improvements that are defensible, measurable, and aligned with community risk.

Task 4-A: Service Delivery & Performance

To the extent data is available, AP Triton will review areas affecting service levels and operational performance. This analysis will include:

- **Service Demand Study**
 - Analysis of incident demand by type, geography, and temporal variation.
 - GIS-based mapping of incident distribution throughout the City of Arcadia.
- **Resource Distribution Study**

- Overview of fire station and apparatus deployment strategies.
- GIS-based coverage analysis to identify service gaps, overlaps, and redundancies affecting initial unit arrival.
- **Resources Concentration Study**
 - Analysis of unit and staffing distribution relative to effective response force (ERF) requirements.
 - Evaluation of response time performance capability to assemble ERF, as defined by NFPA 1710 and CFAI standards.
- **Response Reliability Study**
 - Workload evaluation, including unit hour utilization (UHU) for engines, trucks, ambulances, and other response units.
 - Analysis of call concurrency, drawdown impacts, and implications for ERF assembly.
 - Review of actual or estimated failure rates for Arcadia Fire Department units, where data permits.
- **Capability Study**
 - Assessment of the department's maximum emergency response capacity, including automatic and mutual aid participation with neighboring fire agencies.
 - Evaluation of how regional response coordination augments Arcadia Fire Department's operational capability.
- **Historical and Live Traffic Performance Summary**
 - Analysis of reflex time components, including call processing, turnout, travel, and total response time.
 - Evaluation of compliance with NFPA 1710 benchmarks and locally established performance objectives.
- **Impact of Mutual and Automatic Aid Systems**
 - Evaluation of mutual and automatic aid contributions to system reliability and ERF achievement.
 - Queuing analysis to assess wait probability by station and unit type.
 - Assessment of service gaps or station placement considerations needed to improve reliability and reduce unit overextension.
- **Additional Analyses**
 - Any other operational performance analyses necessary for successful completion of the CRA-SOC, including coverage modeling to evaluate potential future station locations or deployment adjustments.

Example of a Queuing Analysis

Fire Station	No. Day Units	No. Nights Units	Calls/Hours (0800-1959)	Calls/Hours (2000-0759)	Wait Probability	
					Day	Night
Station 51	4	3	0.68	0.27	0%	0%
Station 52	2	2	0.84	0.33	16%	3%
Station 53	1	1	0.28	0.10	22%	8%

Task 4-B: Population Growth & Service Demand Projections

To the extent data is available, AP Triton will review and develop growth and service demand projections using a combination of census data, local planning documents, and historical emergency service data. This analysis will include:

Population Analysis

- Historical population trends for the City of Arcadia.
- Census-based and locally adopted planning projections, including General Plan and specific plan documents.
- Consideration of daytime population fluctuations associated with employment centers, commercial activity, special events, and visitor destinations.

Service Demand Projections

- Projection of incident rates based on historical service demand trends.
- Forecasting of emergency medical services demand influenced by population aging, demographic shifts, and healthcare utilization patterns.

These projections will establish a forward-looking foundation for Arcadia Fire Department deployment planning, resource allocation, and long-term service delivery strategies.

Task 4-C: Examine the Effectiveness of Inter-Jurisdictional Response

The geographic area served by AFD shares boundaries and mutual or automatic aid relationship with multiple neighboring fire agencies and emergency service providers within the San Gabriel Valley and Los Angeles County. This task will involve an assessment of the effectiveness and value of emergency services provided by both AFD and its partner agencies. The evaluation will consider:

- Inter-jurisdictional coordination and collaboration.
- Response performance within existing mutual and automatic aid agreements.
- The contribution of partner agencies to service reliability, coverage, and effective response force assembly.
- Opportunities to improve efficiency, reduce redundancy, and strengthen regional partnerships in support of community risk reduction and emergency response outcomes.

Section Five – Conclusions & Recommendations

This section develops the conclusions of the CRA-SOC, including strategies intended to place the Arcadia Fire Department (AFD) in a position to successfully meet current and future demand and community risk. AP Triton will develop and analyze various operational models for providing emergency services with the specific intent of identifying those options that can deliver the desired levels of service identified in the preceding tasks at the most efficient and sustainable cost.

Recommendations will identify the most appropriate long-range strategies for service delivery and clearly describe the organizational, financial, and operational implications associated with pursuing those strategies.

Task 5-A: Performance Objectives & Measures

AP Triton will assess AFD's performance goals, objectives, and measures in relation to NFPA 1710, CPSE/CDAI accreditation benchmarks, Insurance Services Office (ISO) considerations, and other nationally recognized standards of practice. This task will include a review and evaluation of any existing department performance goals and objectives.

AP Triton will assist AFD in developing agency-specific, risk-based performance standards that directly address the City of Arcadia's community risks and service expectations. These performance objectives will address:

- **Distribution:** Initial attack (First-due) resources deployed to provide risk-appropriate interventions based on incident type and community hazard classification.
- **Concentration:** Effective response force (ERF) assembly, defined as the timely deployment of sufficient personnel and resources necessary to stop escalation of emergencies across fire suppression, emergency medical services, hazardous materials incidents, and technical rescue events.

Task 5-B: Management & Compliance Methodology

AP Triton will assist AFD in developing a long-term methodology for maintaining and improving service delivery that emphasizes regulatory compliance, data integrity, and continuous performance measurement. This CRA-SOC framework will establish a structured approach for evaluating and enhancing operational capabilities over time, ensuring the department remains aligned with community needs, fiscal realities, and evolving industry standards.

This methodology will include:

- Identification of data integrity issues that may impact accuracy of service delivery evaluation.
- Recommendations for technology and process improvements (including GIS, RMS, CAD, and performance dashboards).
- Development of a Continuous Performance Measurement Methodology that includes:
 - RMS usage and reporting policies.
 - Assignment of oversight and accountability responsibilities.
 - Regular assessment schedules.
 - Periodic review requirements and thresholds for updating performance benchmarks.
 - Department-adopted performance metrics consistent with NFPA standards, CPSE/CFAI guidance, ISO considerations, and community risk characteristics.

Task 5-C: Evaluation, Conclusions, & Recommendations to Policymakers

AP Triton will develop and analyze a range of operational models for fire and emergency medical service delivery with the specific intent of identifying those options that can deliver the optimum level of service established through the preceding performance objectives and measures at the most efficient and sustainable cost.

This evaluation will consider both current and future service delivery needs and will result in one or more long-range resource development and deployment options designed to improve the Arcadia Fire Department's ability to meet adopted performance objectives and response targets. Each option will be evaluated for operational effectiveness, fiscal implications, and implementation feasibility.

Based on this analysis, AP Triton will provide clear, defensible recommendations to AFD leadership and City of Arcadia policymakers identifying the most appropriate long-range strategy or strategies for service delivery, along with the anticipated impacts of initiating those strategies.

Long-range recommendations will include, but not limited to, the following elements:

- **Facilities and Station Planning**
 - Evaluation of any relocation, expansion, or functional modification of existing fire stations.
 - Identification of the general location and service area rationale for any future fire stations necessary to support adopted performance objectives and community growth.
- **Apparatus and Equipment Strategies**
 - Selection, deployment, and replacement strategies for apparatus and specialty vehicles aligned with community risk, fire flow requirements, and service demand.
 - Evaluation of apparatus types and configurations needed to support effective response force assembly and operational efficiency.
- **Service Delivery and Staffing Models**
 - Recommendations regarding deployment of operational staffing, including engine, truck, rescue, and EMS resources.
 - Evaluation of administrative, command, and support staffing necessary to sustain effective operations, performance monitoring, and regulatory compliance.
- **Resource Development Options**
 - One or more long-range options for phased resource development that improved AFD's level of service relative to established performance objectives and targets.
 - Consideration of implementation sequencing and scalability to align with fiscal capacity and policy direction.

For each deployment or service delivery option evaluated, AP Triton will present findings in both graphical and descriptive formats, including GIS-based mapping, charts, and narrative explanation, addressing:

- The degree of benefit expected to be achieved through implementation, including improvements to response time performance, coverage, reliability, and effective response force capability.
- The extent to which each option achieves established performance objectives and targets identified in the SOC.
- Potential negative consequences or tradeoffs, including operational impacts, fiscal considerations, staffing implications, and implementation risks, along with recommended mitigation strategies where appropriate.

This task will provide City leadership with a clear, transparent basis for policy decision-making by linking community risk, performance expectations, and resource investment to measurable service delivery outcomes.

Section Six – Project Conclusion

Task 6-A: Development & Review of the Draft Report

AP Triton will develop and produce electronic versions of the draft Standards of Cover and Community Risk Assessment report for technical review by representatives of the AFD, as appropriate. This review process is a critical step to ensure accuracy, clarity, and alignment with project objectives, stakeholder expectations, and the requirements of the RFP. The draft report will include:

- Clearly designated findings and recommendations aligned with Arcadia’s identified community risks, performance objectives, and deployment needs.
- Detailed narrative analysis of each report element, presented in structured sections with sufficient explanatory support to ensure understanding by both technical and non-technical audiences, including policymakers.
- Charts, graphs, GIS-nased maps and analyses, tables, and diagrams, as appropriate, to clearly illustrate methodology, findings, and conclusions.

Adequate opportunities for review, comment, and discussion of the draft report will be provided proper to finalization to ensure the deliverable accurately reflects the City’s objectives and the department’s operational context.

Task 6-B: Publication of the Final Report

Following final technical review by AFD, AP Triton will provide an electronic version (PDF format) of the final report. Two professionally printed versions will also be provided.

Task 6-C: Presentation of the Final Report

AP Triton will conduct a formal virtual presentation of the final report to representatives of the Arcadia Fire Department and the City of Arcadia. The presentation will include:

- A summary of the study, methods of analysis, primary findings, and recommendations.

- An audio-visual presentation with an opportunity for questions and discussion.
- A review and explanation of charts, graphs, diagrams, and GIS-based maps, where appropriate.

All presentation materials, files, graphics, and written content developed for the presentation will be provided to the City of Arcadia at the conclusion of the presentation(s). In the event an in-person presentation is requested, pricing will be provided.

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EXHIBIT B

Schedule of Charges/Payments

AP Triton, LLC presents the following formal cost proposal for the project outlined in the Scope of Work. The fee is inclusive of expenses:

Project Section	Fees & Expenses
Section 1: Project Initiation & Information Acquisition (including onsite visit)	\$27,170
Section 2: Evaluation of Current Conditions	\$14,080
Section 3: Community Risk Assessment	\$7,360
Section 4: Standards of Cover	\$8,900
Section 5: Conclusions & Recommendations	\$2,640
Section 6: Project Conclusion	\$13,050
Proposed Project Fee (no Task 1-D, will not exceed):	\$73,200
Optional Task 1-D: Community Survey	\$3,225
Proposed Project Fee (with Task 1-D, will not exceed):	\$76,425

Project Team Rates & Hours Assigned

Team Role	Hours	Rate
Project Manager	52	\$200
Senior Associate/Subject Matter Expert	258	\$160
Project Support Associate	100	\$150

Payment Schedule & Invoicing

- **Initial Payment:** A deposit of 10% of the total project cost is due upon the signing of the contract, to initiate work.
- **Progress Payments:** Monthly invoicing will be processed as work progresses, continuing until 95% of the project has been completed.

- **Final Payment:** The remaining 5% of the project cost is due upon successful completion and acceptance of the project.

Data Engineering Costs

- **Included Services:** Data engineering for up to three specific data sets (i.e., CAD, NFIRS, ePCR) is included in our all-inclusive pricing. This encompasses gathering and assisting the agency with straightforward data pull requests.
- **Additional Incident Data:** Any extra incident data needed (i.e., previous RMS or CAD database records) will incur a charge of \$2,000 per database.
- **Substantial Assistance:** Should AP Triton consultants provide substantial assistance or direct data pulls from the client's records, this service will be billed at \$2,000 per database.

Additional Hours and Expenses

- **Project Manager Rate:** Extra hours for the Project Manager will be billed at \$200 per hour.
- **Consultants' Rate:** Additional hours for consultants will be billed at \$160 per hour.
- **Travel Expenses:** Any extra travel expenses will be billed separately, in addition to the hourly rate.
- **Legal Expenses:** Legal expenses, if required and with client approval, will be billed at the respective rate.

Cost Quotation Information

- The bid quotation is valid for 180 days. Project bid expires on: August 16, 2026.
- AP Triton Federal Employer Identification Number: 47-2170685.

EXIHIBIT C

Project Timeline/Schedule

Based on the extensive experience in conducting a wide array of analyses across public safety disciplines, including but not limited to the fire service, emergency medical services, and law enforcement, AP Triton proposes an estimated timeline of 5 – 6 months for the successful completion of the project. It is important to emphasize that the proposed timeline will commence only upon the receipt of all the necessary information and data required to conduct a thorough and accurate evaluation of the project scope. AP Triton has allocated two weeks for the client's technical review of the draft deliverables. Note that any additional time needed for reviews or modifications will result in an extended project timeline.

While the 5 – 6 month window is the standard estimated timeframe, the AP Triton team remains committed to completing the project as efficiently as possible without compromising the quality of work.

The success of this project is contingent upon a collaborative relationship between AP Triton and the City of Arcadia Fire Department. We value open communication and will provide regular updates on the project's progress, as well as any adjustments that may be needed to the initial timeline.

AP Triton's priority is to provide the Arcadia Fire Department with a comprehensive and insightful evaluation, complete with actionable and sustainable recommendations.

Estimated Time to Complete the Project: 5 – 6 months

Project Timeline & Key Milestones

The Gantt chart below outlines the estimated timeline for completing the key phases of the project, subject to adjustments based on final scope refinement and data availability. **The proposed timelines are based on the assumption that usable supporting data, as requested at project kickoff, is provided within 30 days.** Client-initiated scheduling delays or errors in the provided data may extend the timeline.

The chart identifies key project milestones, including data collection, stakeholder engagement, onsite visits, progress meetings, and the development and review of the draft and final reports. These milestones serve as critical checkpoints to ensure alignment with project goals and provide opportunities for collaboration and feedback.

Project Section	— Month —					
	1	2	3	4	5	6
Section 1: Project Initiation & Information Acquisition	<i>Completed prior to timeline implementation.</i>					
Section 2: Current Conditions						
Section 3: Community Risk Assessment						
Section 4: Standards of Cover						
Section 5: Conclusions & Recommendations						
Section 6: Project Conclusion						

Key Milestones:	
	Data Collection Complete
	Onsite Visit & Interviews
	Client Technical Review
	Virtual Progress Meeting
	Draft Report
	Final Report & Presentation

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PUBLIC WORKS SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Public Works Services Director
By: Carlos Aguilar, General Services Superintendent

SUBJECT: EXTENSION TO THE PURCHASE ORDER WITH BLACK & WHITE EMERGENCY VEHICLES, LLC FOR THE PURCHASE OF VEHICLE OUTFITTING SUPPLIES AND SERVICES IN THE AMOUNT OF \$172,662
CEQA: Not a Project
Recommendation: Approve

SUMMARY

On May 7, 2024, the City Council approved a purchase order with Black & White Emergency Vehicles, LLC, for the purchase of vehicle outfitting supplies and services. Black & White Emergency Vehicles, LLC has reached the end of their purchase order contract and has submitted a written offer to extend for an additional year. The extension reflects a 10%, or \$15,696.55, adjustment to offset an increase in labor and equipment costs affecting the industry – namely increased tariffs. This will be Black & White Emergency Vehicle’s second contract extension. All other terms and conditions will remain in effect.

Based on the excellent level of service provided by Black & White Emergency Vehicles, LLC, it is recommended that the City Council approve a one-year purchase order extension for the purchase of vehicle outfitting supplies and services, in the amount of \$172,662.

BACKGROUND

The Public Works Services Department (“PWSD”) is responsible for the purchase of fleet vehicles listed in the City’s Equipment Replacement Plan. When new police pursuit vehicles, service trucks, and miscellaneous vehicles are purchased, they are

sent to an outside vendor for vehicle outfitting, which includes the installation of safety lighting, radio communication systems, and other job-specific specialty equipment. Police pursuit vehicles are outfitted with a prisoner seat, acrylic partition, push bar, gun mounts, lights, and sirens. The service trucks and other miscellaneous vehicles are sent to the vendor to be equipped with safety lights and a two-way radio. After the vendor has installed all outfitting related equipment, the vehicle is placed in service.

DISCUSSION

On May 7, 2024, the City Council approved a purchase order with Black & White Emergency Vehicles, LLC, with three optional one-year extensions, for the purchase of vehicle outfitting supplies and services. Black & White Emergency Vehicles, LLC has reached the end of their purchase order contract and has submitted a written offer to extend for an additional year. The offer reflects a 10%, or \$15,696.55, adjustment to offset an increase in labor and equipment costs affecting the industry.

Several items and equipment used in vehicle outfitting are imported from other countries and continue to be affected by higher tariffs. Black & White Emergency Vehicles, LLC is experiencing higher prices from its suppliers, which has led to the higher-than-average price increase. Nevertheless, Black & White Emergency Vehicles, LLC has consistently provided the lowest pricing on other project bids and has provided excellent service to the City since 2013.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA"), as it can be seen with certainty that it will have no impact on the environment.


FISCAL IMPACT

Sufficient funds have been budgeted in each Department's proposed Fiscal Year 2026-27 Equipment Replacement Fund for the purchase of vehicle outfitting supplies and services.

RECOMMENDATION

It is recommended that the City Council determine that this action is not a project under the California Environmental Quality Act ("CEQA"); and approve an extension to the Purchase Order with Black & White Emergency Vehicles, LLC for the purchase of vehicle outfitting supplies and services in the amount of \$172,662.

Approved:



Dominic Lazzaretto
City Manager



CITY OF ARCADIA

STAFF REPORT

PUBLIC WORKS SERVICES DEPARTMENT

DATE: April 21, 2026

TO: Honorable Mayor and City Council

FROM: Paul Cranmer, Public Works Services Director
By: Briget Arndell, Environmental Services Manager

SUBJECT: ACCEPT AMENDMENT TO THE RESIDENTIAL REFUSE AND RECYCLING AGREEMENT WITH WASTE MANAGEMENT AND THE PROPOSED REFUSE RATES FOR FISCAL YEAR 2026-27 THROUGH 2030-31, DIRECT THE PUBLIC WORKS SERVICES DEPARTMENT TO FOLLOW PROPOSITION 218 BALLOTING PROCEDURES TO ESTABLISH REFUSE RATES, AND SET A PUBLIC HEARING FOR THE JUNE 16, 2026, CITY COUNCIL MEETING

CEQA: Not a Project
Recommendation: Approve

SUMMARY

Waste Management Inc., ("WM") has been the City's exclusive residential and multi-family refuse and recycling hauler since 1999. The current Residential Refuse and Recycling Agreement ("Agreement") was executed in March 2009 for a seven-year term. In October 2013, the City Council executed the First Amendment to the Agreement for an additional five years. On June 15, 2021, the City Council approved the Second Amendment to the Agreement with WM and approved a five-year rate adjustment schedule. The City is proposing to amend WM's contract a third time to adjust the solid waste service rates for Fiscal Year 2026-27 through 2030-31, in compliance with Proposition 218 requirements. The proposed rate adjustment is in accordance with the Agreement with WM, which takes effect on July 1 of each year. With the proposed increases, Arcadia's waste hauling rates would remain among the lowest in the San Gabriel Valley while offering some of the highest levels of service.

It is recommended that the City Council accept the amendment to the Residential Refuse and Recycling Agreement with WM and the proposed refuse rates for FY 2026-

27 through 2030-31, direct the Public Works Services Department (“PWSD”) to follow Proposition 218 Balloting Procedures to establish refuse rates, and set a public hearing for the June 16, 2026, City Council meeting.

BACKGROUND

WM has been the City’s exclusive residential and multi-family refuse and recycling hauler since 1999 and has consistently provided excellent service. The current Agreement with WM was executed in March 2009 and included a seven-year term, which expired on June 30, 2016. In October 2013, the City Council executed the First Amendment to the Agreement for an additional five years through June 2021. On June 15, 2021, the City Council approved the Second Amendment to the Agreement with WM and approved a five-year rate adjustment schedule in accordance with Proposition 218 requirements. The new agreement included an Administrative Fee; new enhanced services, which included a community mulch giveaway event, two community document shredding events, bins for tree trimming, sharps, and household hazardous waste disposal; fall leaf collection program; miscellaneous debris removal at City-designated sites; trash and recycling collection for five non-City events; and compliance with new laws and regulations. The agreement also included a 10-year term, which expires on June 30, 2031; however, the rates for the final five years of the agreement could not be set at that time due to state limitations.

At the April 7, 2026, City Council Study Session, the PWSD presented a proposed third amendment to the WM Agreement. The new agreement includes the following:

- Amendment to the WM contract to reflect a 5-year rate adjustment schedule for FY 2026-27 through 2030-31, in compliance with Proposition 218 requirements;
- Phased two-year labor fee adjustment for FY 2026-27 and FY 2027-28, divided between Single-Family rates (50%) and Multi-Family rates (50%);
- Annual Inflationary Adjustment based on the consumer price index and disposal/diversion fee;
- Contamination rates that follow the regional average; and
- An additional community mulch giveaway event provided each fiscal year.

DISCUSSION

On March 11, 2026, WM submitted a request for a service rate adjustment, which includes an increase in labor fees. The labor fees would be phased in over two years for FY 2026-27 and 2027-28 and would be divided evenly, with 50% in Single-Family rates and 50% in Multi-Family rates. Furthermore, the service rates will include an annual rate Adjustment Methodology Formula that includes two indices: a Disposal/Diversion Component and a Service Component. The Disposal/Diversion Component consists of costs for tipping fees charged at landfills for trash, tipping fees charged at composting facilities for green waste/food waste, and recycling fees at processing/recycling facilities. Under the Rate Adjustment Methodology, the Disposal/Diversion Component is given a 40% weight in the calculation of the new rate. The Service Component is based on monthly percent changes in the Consumer Price Index (“CPI”) for Los Angeles-Long Beach-Anaheim, between the current year and the prior year, and is given a 60% weight in the calculation of the new rate. Table 1 shows the percentage breakdown and weighted amount that is accounted for in each index that makes up the rate adjustment for FY 2026-27:

Table 1: Rate Adjustment Formula

Rate Component	Weight of Rate	Adjustment due to Change in Indices	Weighted Rate Adjustment Percentage
Disposal/Diversion	40%	3.35%	1.34%
Service	60%	3.21%	1.93%
TOTAL			3.27%

The proposed labor fees account for increased operational collection labor costs of municipal solid waste/trash, totaling \$154,019.79. Table 2 shows the labor fee total divided 50% into Single-Family rates and 50% Multi-Family rates, over two years.

Table 2: Labor Fees Split 50/50

Single Family Increase per home per month	\$ 0.28
Multi-Family Increase per yard per month	\$ 0.09

Starting July 1, 2026, there will be an additional \$0.28 reflected in the Single-Family rates for standard services (one 96 gallon municipal solid waste/trash cart, one 64 gallon recycling cart, and one 96 gallon organics cart), an additional \$1.17 will be reflected in Multi-Family rates for standard services (one 3-yard municipal solid waste/trash dumpster, one 3-yard recycling dumpster, and one 96 gallon organics cart), and an additional \$0.58 will be reflected in Multi-Family rates for 3-yard split bin services (half municipal solid waste/trash and half dry recycling). The labor fees are only allocated to municipal solid waste/trash (non-recycled waste). A split bin has half municipal solid waste/trash and half dry recycling. As such, only one-half of the split bin is impacted by the labor fee. Single-Family standard service rates will reflect the 3.27% annual rate adjustment plus the \$0.28 labor fee. The rate will increase by \$1.53 (3.94% total) and will be \$40.36 per month. Multi-Family standard service rates will reflect the 3.27% annual rate adjustment plus the \$1.17 labor fee (\$0.09 x 3-yard bin x the monthly collection frequency, which is about 4.33 monthly collections). The rate will increase by \$9.17 (3.73% total) and will be \$254.57 per month. Multi-Family 3-yard split bin service rates will reflect the 3.27% annual rate adjustment plus the \$0.58 labor fee (half the \$1.17 labor fee). The rate will increase by \$7.19 (3.54% total) and will be \$210.12 per month. Tables 3-5 show the breakdown of proposed service rates for FY 2026-27.

Table 3: Single-Family Rates - Standard Services for FY 2026-27

Effective Date <i>Includes AB 939 flat fee \$0.30</i>	Trash One 96gal cart & Recycling One 64gal cart	Organics One 96gal cart	Labor Fee	TOTAL
FY 2025-26 Jul 1, 2025 to Jun 30, 2026 (current rates)	\$26.75	\$12.08	\$0	\$38.83
FY 2026-27 Jul 1, 2026 to Jun 30, 2027 (proposed rates)	\$27.61	\$12.47	\$0.28	\$40.36 3.94% increase

Table 4: Multi-Family Rates – Standard Services for FY 2026-27

Effective Date <i>Includes AB 939 flat fee \$0.30 per unit</i>	Trash One 3-yard dumpster	Recycling One 3-yard dumpster	Organics One 96gal cart	Calculated Labor Fee \$.09 per yard	TOTAL
FY 2025-26 Jul 1, 2025 to Jun 30, 2026 (current rates)	\$159.02	\$67.81	\$18.57	-	\$245.40
FY 2026-27 Jul 1, 2026 to Jun 30, 2027 (proposed rates)	\$164.21	\$70.02	\$19.17	\$1.17	\$254.57 <i>3.73% increase</i>

Table 5: Multi-Family Rates – Split Bin Services for FY 2026-27

Effective Date <i>Includes AB 939 flat fee \$0.30 per unit</i>	Organics One 96gal cart	Split Bin (Trash/Recycling) One 3-yard dumpster	Calculated Labor Fee \$.09 per yard	TOTAL
FY 2025-26 Jul 1, 2025 to Jun 30, 2026 (current rates)	\$18.57	\$184.36	-	\$202.93
FY 2026-27 Jul 1, 2026 to Jun 30, 2027 (proposed rates)	\$19.17	\$190.37	\$0.58	\$210.12 <i>3.54% increase</i>

Effective July 1, 2027, the labor fees will be consistent with FY 2026-27. Single-Family rates would be raised by the annual rate adjustment + the \$0.28 labor fee for standard services. Multi-Family rates would be raised by the annual rate adjustment + \$0.09 per yard per pickup labor fee for standard services. Split bin rate would be raised by the annual rate adjustment + the \$0.58 labor fee. While the exact rate adjustment for FY 2027-28 cannot be determined at this time, it will follow the annual rate adjustment formula which is calculated based on the following data:

The current (2026) and prior (2025) year's costs for:

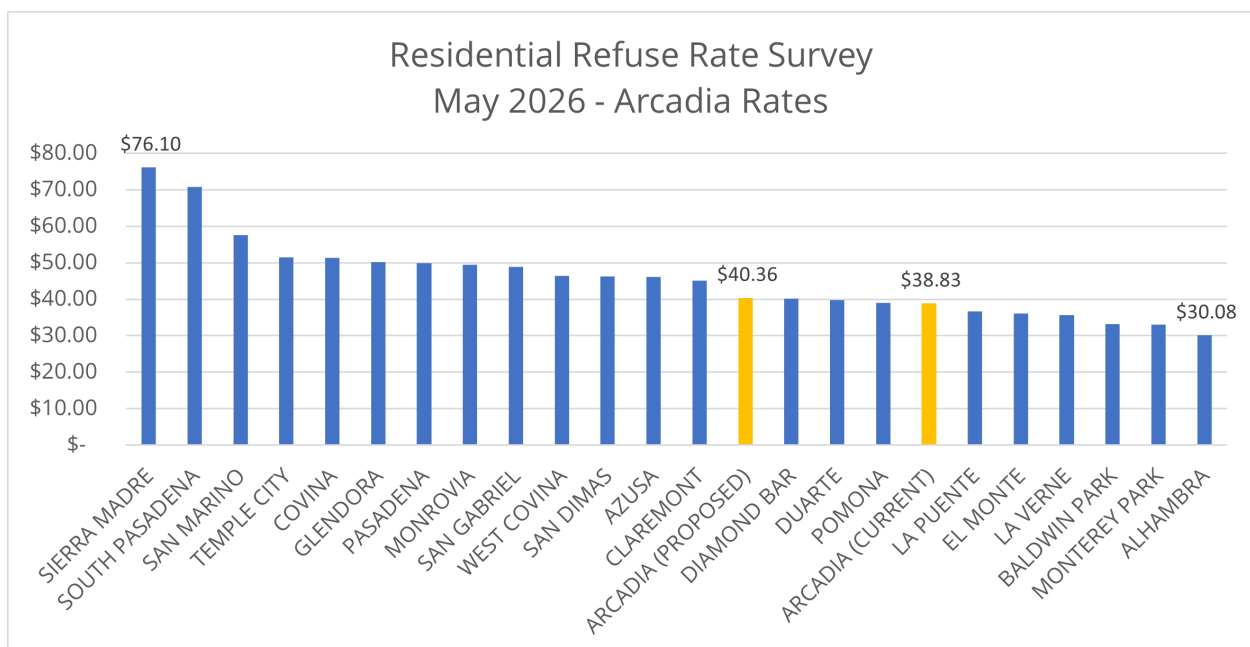
- Landfill and organic gate rates (disposal);

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- Recycling gate rates (disposal);
- Change in combined disposal costs (disposal); and
- 12-month year-over-year average percentage change in the Consumer Price Index for all urban consumers (“CPI-U”) in the garbage and trash index (service).

In FY 2028-29 through FY 2030-31, there will be no labor fees, and the rate adjustment formula will go back to using the two indices included in the rate adjustment formula: 60% of the Consumer Price Index and 40% of the Disposal/Diversion rate adjustment factor.

To adhere to the City of Arcadia’s Residential Refuse and Recycling Agreement with Waste Management, an annual rate adjustment is required each Fiscal Year. The proposed rate increase includes labor fees to account for increased operational collection labor costs. The chart below presents the City of Arcadia’s residential refuse rates in comparison to those of neighboring jurisdictions. Not all cities shown in the rate comparison table below are WM customers, nor do they provide the same level of service and programs included in the City’s current contract. Almost every city listed higher than Arcadia (proposed) is served by the hauler, Athens, and their rate adjustment methodology is CPI + 1%. Therefore, they will all see an increase of 6.27% for FY 2026-27.



IMPLEMENTATION OF NEW RATES

In accordance with Proposition 218, the City must engage in a proper voter approval process when increasing refuse rates. These requirements include mailing a written notice detailing the proposed rate increases to all Single-Family and Multi-Family residential properties. At least 45 days before the proposed June 16, 2026, Public Hearing, the PWSD will mail a notice to all Single-Family and Multi-Family properties detailing the proposed refuse rates increases, in accordance with Proposition 218 requirements. The notice will be approved by the City Attorney's Office to ensure that the City is following regulations. Following the closure of the Public Hearing, if there is no majority protest, the City Council can adopt the proposed solid waste rate adjustment schedule for Fiscal Years 2026-27 through 2030-31. The new refuse rates would then be effective on July 1st of each year.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute a project under the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) of the CEQA Guidelines, as it can be seen with certainty that it will have no impact on the environment.

FISCAL IMPACT

Residential refuse and recycling collection service rates are considered a fee-for-service that is paid directly to the contractor by the residential customer. The City directly receives various fees from WM, which are impacted by the rate adjustment. Those fees include an Administration Fee for annual street pavement maintenance in the amount of \$100,000, plus an annual adjustment consistent with the Consumer Price Index (CPI). WM also provides the City with funds to offset the cost of household hazardous waste and sharps collection. The estimated total for all the fees for FY 2026-27 is \$208,714. These fees will be deposited into the City's Solid Waste Fund.

RECOMMENDATION

It is recommended the City Council determine that this action does not constitute a project under the California Environmental Quality Act ("CEQA"); and accept the

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amendment to the Residential Refuse and Recycling Agreement with Waste Management and the proposed refuse rates for Fiscal Year 2026-27 through 2030-31, direct the Public Works Services Department to follow Proposition 218 Balloting Procedures to establish refuse rates, and set a public hearing for the June 16, 2026, City Council meeting.

Approved:



Dominic Lazzaretto
City Manager