



## Regular Meeting Agenda

November 1, 2016

Placentia City Council

Placentia City Council as Successor to the Placentia

Redevelopment Agency

Placentia Industrial Commercial

Development Authority

Jeremy B. Yamaguchi  
Mayor

Craig S. Green  
Mayor Pro Tem

Scott W. Nelson  
Council Member

Constance M. Underhill  
Council Member

Chad P. Wanke  
Council Member

Patrick J. Melia  
City Clerk

Kevin A. Larson  
City Treasurer

Damien R. Arrula  
City Administrator

Christian L. Bettenhausen  
City Attorney

**City of Placentia**  
**401 E. Chapman Avenue**  
**Placentia, CA 92870**

**Phone: (714) 993-8117**

**Fax: (714) 961-0283**

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**administration@placentia.org**

**Website: www.placentia.org**

### *Mission Statement*

*The City Council is committed to keeping Placentia a pleasant place by providing a safe family atmosphere, superior public services and policies that promote the highest standards of community life.*

### *Vision Statement*

*The City of Placentia will maintain an open, honest, responsive and innovative government that delivers quality services in a fair and equitable manner while optimizing available resources.*

Copies of all agenda materials are available for public review in the Office of the City Clerk, online at [www.placentia.org](http://www.placentia.org), and at the Placentia Library Reference Desk. Persons who have questions concerning any agenda item may call the City Clerk's Office, (714) 993-8231, to make inquiry concerning the nature of the item described on the agenda.

### **Procedures for Addressing the Council/Board Members**

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE that portion of the agenda is called. Testimony for Public Hearings will only be taken at the time of the hearing. Any person who wishes to speak on a Public Hearing item should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE the item is called.

The Council and Board members encourage free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, the Council and Board discourage clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL AND BOARD MEMBERS ARE IN SESSION.

### **Special Accommodations**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City Staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

In compliance with California Government Code § 54957.5, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

Study Sessions are open to the public and held in the City Council Chambers or City Hall Community Room. Executive Sessions are held in the Council Caucus Room. While the public may be in attendance during oral announcements preceding Executive Sessions, Executive Sessions are not open to the public.

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING AGENDA- CLOSED SESSION  
November 1, 2016  
5:30 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

**CALL TO ORDER:**

**ROLL CALL:** Councilmember/Board Member Nelson  
Councilmember/Board Member Underhill  
Councilmember/Board Member Wanke  
Mayor Pro Tem/Board Vice Chair Green  
Mayor/Board Chair Yamaguchi

**ORAL COMMUNICATIONS:**

At this time the public may address the City Council and Boards of Directors concerning any items on the Closed Session Agenda only. There is a five (5) minute time limit for each individual addressing the City Council and Boards of Directors.

The City Council and Boards of Directors will recess to the City Council Caucus Room for the purpose of conducting their Closed Session proceedings.

**CITY COUNCIL:**

1. Pursuant to Government Code Section 54956.9(d)(2):  
**CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION**  
Number of Cases: 2
  
2. **CONFERENCE WITH LABOR NEGOTIATOR**  
Pursuant to Government Code Section 54957.6:  
Agency Designated Representatives: Damien R. Arrula, City Administrator  
Steve Pischel, Director of Administrative Services  
Employee Organizations: Placentia City Employees Association (PCEA), Placentia Police Officers Association (PPOA), Placentia Police Management Association (PPMA) and Unrepresented Employees.

**RECESS:** The City Council and Boards of Directors will recess to their 7:00 p.m. Regular Meeting.

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING AGENDA  
November 1, 2016  
7:00 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

**CALL TO ORDER:**

**ROLL CALL:** Councilmember/Board Member Nelson  
Councilmember/Board Member Underhill  
Councilmember/Board Member Wanke  
Mayor Pro Tem/Board Vice Chair Green  
Mayor/Board Chair Yamaguchi

**INVOCATION:** Police Chaplain Gary Drabek

**PLEDGE OF ALLEGIANCE:** Battalion Chief Colton Ashby

**PRESENTATIONS:**

- a. **Presentation- Placentia Neighborhood Watch Crime Fighter of the Year Award**  
Recipient: Marjorie Greene  
Presenters: Placentia Neighborhood Watch Board Members Paula Mihalow, Peggie Yamaguchi and Mary Schmedical

**CLOSED SESSION REPORT:**

**CITY ADMINISTRATOR REPORT:**

**ORAL COMMUNICATIONS:**

At this time the public may address the City Council and Boards of Directors concerning any agenda item, which is not a public hearing item, or on matters within the jurisdiction of the City Council and Boards of Directors. There is a five (5) minute time limit for each individual addressing the City Council and Boards of Directors.

**CITY COUNCIL/BOARD MEMBER COMMENTS:**

**1. CONSENT CALENDAR (Items 1.a. through 1.d.):**

All items on the Consent Calendar are considered routine and are enacted by one motion approving the recommended action listed on the Agenda. Any Member of the City Council and Boards of Directors or City Administrator may request an item be removed from the Consent Calendar for discussion. All items removed shall be considered immediately following action on the remaining items.

- 1.a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**  
Fiscal Impact: None  
Recommended Action: Approve.
- 1.b. **City Fiscal Year 2016-17 Register for November 1, 2016**  
**Check Register**  
Fiscal Impact: \$2,443,286.53

**Electronic Disbursement Register**

Fiscal Impact: \$359,618.74

Recommended Action: It is recommended that the City Council:

- 1) Receive and file.

1.c. **Resolution Establishing Federal Funding Disadvantaged Business Enterprise (DBE) Participation Level Goals for Fiscal Year 2016-17**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2016-58, A Resolution of the City Council of the City of Placentia approving and adopting the anticipated Disadvantaged Business Enterprise (DBE) participation levels for Federal Fiscal Year (FFY) 2016-17; and
- 2) Authorize the City Administrator to execute Exhibit 9B and all other DBE documents required.

1.d. **Award of Contract for Official Tow Service and Issuance of Certificate of Public Convenience and Necessity**

Fiscal Impact: Expense: None

Offsetting Revenue: \$32,500.00 (Annually) for Vehicle Towing  
Administrative Cost Recovery Fee

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2016-59, A Resolution of the City Council of the City of Placentia issuing Certificates of Public Convenience and Necessity and approving official tow service agreement; and
- 2) Approve the Official Tow Service Agreement with Hadley Tow and Exhibit A (Schedule of Rates) and authorize the Mayor to execute such agreement.

**2. PUBLIC HEARING:**

2.a. **State Mandated Zoning Code Amendment No. 2016-01, Model Water Efficient Landscape Ordinance**

Fiscal Impact: No fiscal impacts are anticipated with this ordinance as all costs will be recovered through the plan check and inspection process

Recommended Action: It is recommended that the City Council:

- 1) Open the Public Hearing concerning Zoning Code Amendment ZCA-2016-01; and
- 2) Receive the Staff Report and consider all Public Testimony; and
- 3) Close the Public Hearing; and
- 4) Find that the adoption of the ordinance is exempt from environmental review pursuant to Sections 15307 and 15061(b)(3) of the CEQA Guidelines, and direct Staff to file a Notice of Exemption; and
- 5) Waive full reading, by title only, and introduce for first reading Ordinance No.O-2016-06, An Ordinance of the City Council of the City of Placentia repealing Chapter 23.77 of Title 23 of the Placentia Municipal Code entitled "Xeriscape and Water Efficient Landscaping" and replacing it with the State of California Model Water Efficient Landscaping Ordinance.

**3. REGULAR AGENDA:**

3.a. **Purchase of Dual Waste and Recycling Receptacles**

Fiscal Impact: Expense: \$29,761.53

Revenue: \$29,761.53 CalRecycle Grant Funds

No General Fund monies will be used for this purchase

Recommended Action: It is recommended that the City Council:

- 1) Approve the purchase of forty-five (45) dual waste and recycling receptacles from Tree Top Products, Inc. in the amount of \$29,761.53; and

- 2) Adopt Resolution No. R-2016-60, A Resolution of the City Council of the City of Placentia, California, authorizing a budget amendment in Fiscal Year 2016-17 increasing the appropriation budget in the miscellaneous grants fund in the amount of \$29,761.53, in compliance with City Charter §§ 1206 and 1209 pertaining to appropriations for actual expenditures; and
- 3) Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

3.b. **August 2016 (Preliminary) Treasurer's Report**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the August 2016 (Preliminary) Treasurer's Report.

3.c. **Residential Parkway Tree and Sidewalk Maintenance Policies**

Fiscal Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Receive and file the background information provided on the City's policies concerning residential parkway trees and sidewalk maintenance; and
- 3) Direct Staff on whether to change any said policies or ordinances accordingly.

**CITY COUNCIL/BOARD MEMBERS REQUESTS:**

Council/Board Members may make requests or ask questions of Staff. If a Council/Board Member would like to have formal action taken on a requested matter, it will be placed on a future Council or Board Agenda.

**ADJOURNMENT:**

The City Council/Successor Agency/ICDA Agency Board of Directors will adjourn to November 15, 2016 at 5:30 p.m.

**TENTATIVE AGENDA FORECAST**

The Tentative Agenda Forecast is subject to change up until the posting of the Agenda for the Council Meeting listed below:

- Ordinance Adopting Building and Fire Codes (1<sup>st</sup> Reading)
- Transit Oriented Development (TOD) Zone Study Session

**CERTIFICATION OF POSTING**

I, Rosanna Ramirez, Chief Deputy City Clerk of the City of Placentia and Assistant Secretary of the Industrial Commercial Development Authority and Successor Agency, hereby certify that the Agenda for the November 1, 2016 meetings of the City Council, Successor Agency, and Industrial Commercial Development Authority was posted on October 27, 2016.

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Rosanna Ramirez, Chief Deputy City Clerk



**City of Placentia  
Check Register  
For 10/26/2016**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	ALLIANT INSURANCE V007375	HERITAGE LIABILITY INSURANCE	404582-6201 Liability Insurance Premiums	AP101316	9,468.00	517135		00092397	10/13/2016
			<b>Check Total:</b>		<b>9,468.00</b>				
MW OH	ARAMARK UNIFORM V004232	PW UNIFORMS	103650-6360 Uniforms	AP101316	115.39	531820262		00092398	10/13/2016
MW OH	ARAMARK UNIFORM V004232	FACILITY MAT CLEANING	103654-6301 Special Department Supplies	AP101316	153.71	531820263		00092398	10/13/2016
MW OH	ARAMARK UNIFORM V004232	PW UNIFORMS	103650-6360 Uniforms	AP101316	333.36	531837535		00092398	10/13/2016
MW OH	ARAMARK UNIFORM V004232	FACILITY MAT CLEANING	103654-6301 Special Department Supplies	AP101316	252.91	531837536		00092398	10/13/2016
			<b>Check Total:</b>		<b>855.37</b>				
MW OH	AT & T V008736	9/27-10/26 SR CTR INTERNET SVS	109595-6215 Telephone	AP101316	79.00	OCTOBER 2016		00092399	10/13/2016
MW OH	AT & T V008736	OCT IMPOUND LOT INTERNET SVS	109595-6215 Telephone	AP101316	50.81	OCTOBER PD		00092399	10/13/2016
			<b>Check Total:</b>		<b>129.81</b>				
MW OH	AUTOMOBILE CARE V006598	2006 FORD CATALYTIC ASSEMBLY	103658-6134 Vehicle Repair & Maintenance	AP101316	3,075.67	568	P10938	00092400	10/13/2016
			<b>Check Total:</b>		<b>3,075.67</b>				
MW OH	CANON FINANCIAL SERVICES V008867	COPIER LEASE PMT	109595-6175 Office Equipment Rental	AP101316	30.17	16548165		00092401	10/13/2016
MW OH	CANON FINANCIAL SERVICES V008867	COPIER LEASE PMT	109595-6175 Office Equipment Rental	AP101316	482.63	16548166		00092401	10/13/2016
			<b>Check Total:</b>		<b>512.80</b>				
MW OH	CANON SOLUTIONS AMERICSEPT V008809	COPIER USAGE	109595-6175 Office Equipment Rental	AP101316	773.23	4020325113		00092402	10/13/2016
MW OH	CANON SOLUTIONS AMERICSEPT V008809	COPIER USAGE	109595-6175 Office Equipment Rental	AP101316	250.79	4020365594		00092402	10/13/2016

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Check Register  
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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	CARL WARREN & CO V008011	JULY LIABILITY ADMIN SVS	404582-6025 Third Party Administration	<b>Check Total:</b> AP101316	<b>1,024.02</b> 1,541.66	1775377		00092403	10/13/2016
MW OH	CARL WARREN & CO V008011	AUG LIABILITY ADMIN SVS	404582-6025 Third Party Administration	AP101316	1,541.66	1775378		00092403	10/13/2016
				<b>Check Total:</b>	<b>3,083.32</b>				
MW OH	CBE V008124	OCT COPIER OVERAGES	109595-6175 Office Equipment Rental	AP101316	252.09	IN1823865	P10911	00092404	10/13/2016
MW OH	CBE V008124	OCT COPIER OVERAGES	109595-6175 Office Equipment Rental	AP101316	44.01	IN1823866		00092404	10/13/2016
				<b>Check Total:</b>	<b>296.10</b>				
MW OH	CLEAR CHOICE LIEN SALES V005847	SEPT LIEN SERVICES	103047-6182 Lien Services	AP101316	75.00	210A	P10911	00092405	10/13/2016
MW OH	CLEAR CHOICE LIEN SALES V005847	SEPT CSUF PD LIEN SERVICES	103047-6182 Lien Services	AP101316	25.00	3573	P10911	00092405	10/13/2016
MW OH	CLEAR CHOICE LIEN SALES V005847	SEPT LIEN SERVICES	103047-6182 Lien Services	AP101316	7.50	7213	P10911	00092405	10/13/2016
				<b>Check Total:</b>	<b>107.50</b>				
MW OH	COUNTY OF ORANGE V008881	AUG AFIS COSTS	103040-6290 Dept. Contract Services	AP101316	1,434.67	SH 43955	P10879	00092406	10/13/2016
MW OH	COUNTY OF ORANGE V008881	SEPT AFIS COSTS	103040-6290 Dept. Contract Services	AP101316	1,434.67	SH 44067	P10879	00092406	10/13/2016
MW OH	COUNTY OF ORANGE V008881	OCT AFIS COSTS	103040-6290 Dept. Contract Services	AP101316	1,434.67	SH 44337	P10879	00092406	10/13/2016
MW OH	COUNTY OF ORANGE V008881	SEPT OCATS PHONE SERVICES	103043-6137 Repair Maint/Equipment	AP101316	784.00	SH 44286	P10899	00092406	10/13/2016
				<b>Check Total:</b>	<b>5,088.01</b>				
MW OH	CPOA V004396	AGENCY MEMBERSHIP DUES	103040-6255 Dues & Memberships	AP101316	1,150.00	9350		00092407	10/13/2016

**City of Placentia  
Check Register  
For 10/26/2016**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount Invoice#	PO #	Check #	Check Date
MW OH	CRADDOCK, KATHERINE V006342	PD TRAINING MEALS, MILEAGE	103043-6250 Staff Training	AP101316	50.45 100216		00092408	10/13/2016
<b>Check Total:</b>					<b>1,150.00</b>			
MW OH	CRAWFORD, ANDREA V010175	LIABILITY CLAIM PAYMENT	404582-6210 Liability Claims	AP101316	324.29 10062015		00092409	10/13/2016
<b>Check Total:</b>					<b>50.45</b>			
MW OH	DRABEK, GARY V004197	AUG RESERVE OFFICER STIPEND	103041-5005 / 50065-5005 Salaries/Part-Time	AP101316	200.00 AUGUST 2016		00092410	10/13/2016
<b>Check Total:</b>					<b>324.29</b>			
MW OH	DRABEK, GARY V004197	SEPT RESERVE OFFICER STIPEND	103041-5005 / 50065-5005 Salaries/Part-Time	AP101316	200.00 SEPTEMBER		00092410	10/13/2016
<b>Check Total:</b>					<b>400.00</b>			
MW OH	EMERGENCY RESPONSE V003861	CRIME SCENE CLEAN-UP SVS	103043-6099 Professional Services	AP101316	750.00 T2016-717		00092411	10/13/2016
<b>Check Total:</b>					<b>750.00</b>			
MW OH	ENRIQUEZ, MIGUEL V010176	CONSTRUCTION BOND REFUND	0044-2033 Construction & Demo Deposit	AP101316	100.00 30-16-051		00092412	10/13/2016
<b>Check Total:</b>					<b>750.00</b>			
MW OH	ENRIQUEZ, MIGUEL V010176	CONSTRUCTION BOND REFUND	0044-2033 Construction & Demo Deposit	AP101316	100.00 30-16-27		00092412	10/13/2016
<b>Check Total:</b>					<b>200.00</b>			
MW OH	ENTENMANN-ROVIN CO V000342	PD BADGES	103041-6301 Special Department Supplies	AP101316	224.74 0121075-IN		00092413	10/13/2016
<b>Check Total:</b>					<b>282.48</b>			
MW OH	ENTENMANN-ROVIN CO V000342	PD BADGE	103040-6301 Special Department Supplies	AP101316	57.74 0121178-IN		00092413	10/13/2016
<b>Check Total:</b>					<b>282.48</b>			
MW OH	FORENSIC NURSE V009316	CAST EXAM	103040-6099 Professional Services	AP101316	1,300.00 3763		00092414	10/13/2016
<b>Check Total:</b>					<b>1,300.00</b>			
MW OH	GOLDEN WEST COLLEGE	LEGAL UPDATE SUBSCRIPTION	103040-6320	AP101316	800.00 1729		00092415	10/13/2016
<b>Check Total:</b>					<b>800.00</b>			

**City of Placentia  
Check Register  
For 10/26/2016**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V001174		Books & Periodicals						
MW OH	GRANICUS INC. V007659	3RD QTR CITY CLERK SOFTWARE	581573-6136 Software Maintenance	AP101316	800.00	79924	P10936	00092416	10/13/2016
MW OH	GRANICUS INC. V007659	3RD QTR CITY CLERK SOFTWARE	581573-6136 Software Maintenance	AP101316	375.00	79927	P10936	00092416	10/13/2016
MW OH	GST V009410	EMAIL SERVER PROTECTION	101523-6290 Dept. Contract Services	AP101316	2,586.00	JAI113947	P10924	00092417	10/13/2016
MW OH	HALO CONFIDENTIAL V008544	COP BACKGROUND SCREENING SVS	103040-6290 Other Expenditure	AP101316	3,129.00	0068		00092418	10/13/2016
MW OH	HALO CONFIDENTIAL V008544	SEPT PD TRAINING MGMT	103040-6290 Dept. Contract Services	AP101316	2,013.50	0067	P10877	00092418	10/13/2016
MW OH	IGNOT, ADALY V010135	DEPOSIT REFUND	100000-4385 Facility Rental	AP101316	4,561.25	0067		00092419	10/13/2016
MW OH	IMPERIAL SPRINKLER V006506	IRRIGATION REPAIR KIT	103655-6301 Special Department Supplies	AP101316	6,574.75	2740173-00		00092420	10/13/2016
MW OH	INTERNAL CONTROL V000504	SEPT PRE EMPLOYMENT EXAMS	103040-6099 Professional Services	AP101316	100.00	10916		00092421	10/13/2016
MW OH	INTERNATIONAL INSTITUTE/IMC	MEMBERSHIP RENEWALS	101002-6255 Dues & Memberships	AP101316	87.49	10052016		00092422	10/13/2016
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	101005-6005 Legal Services	AP101316	420.00	79001	P10919	00092423	10/13/2016
				<b>Check Total:</b>	<b>400.00</b>				
				<b>Check Total:</b>	<b>33,670.40</b>				

**City of Placentia  
Check Register  
For 10/26/2016**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	101005-6005 Legal Services	AP101316	189.00	79002	P10919	00092423	10/13/2016
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	101005-6005 Legal Services	AP101316	777.00	79007	P10919	00092423	10/13/2016
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	101005-6005 Legal Services	AP101316	1,029.00	79008	P10919	00092423	10/13/2016
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	547525-6005 Legal Services	AP101316	2,535.00	79019	P10919	00092423	10/13/2016
MW OH	JONES & MAYER V009822	AUGUST LEGAL SERVICES	101005-6005 Legal Services	AP101316	441.00	79020	P10919	00092423	10/13/2016
				<b>Check Total:</b>	<b>38,641.40</b>				
MW OH	LEHR AUTO V009930	PD VEHICLE EQUIPMENT REMOVAL	103043-6301 Special Department Supplies	AP101316	395.00	03 301726		00092424	10/13/2016
				<b>Check Total:</b>	<b>395.00</b>				
MW OH	MERCHANTS LANDSCAPE V010092	AUG LANDSCAPE MAINT	103655-6115 Landscaping	AP101316	34,171.68	48372	P10863	00092425	10/13/2016
MW OH	MERCHANTS LANDSCAPE V010092	AUG LANDSCAPE MAINT - LIBRARY	0010-1220 Accts Rec/Plac Library Dist	AP101316	1,452.49	48372	P10863	00092425	10/13/2016
MW OH	MERCHANTS LANDSCAPE V010092	AUG LANDSCAPE MAINT - LMD	296561-6115 Landscaping	AP101316	8,724.28	48372	P10863	00092425	10/13/2016
MW OH	MERCHANTS LANDSCAPE V010092	PERFORMANCE DEFICIENCY	103655-6115 Landscaping	AP101316	-400.00	48372	P10863	00092425	10/13/2016
				<b>Check Total:</b>	<b>43,948.45</b>				
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP101316	1,655.66	3886		00092426	10/13/2016
MW OH	MOTO UNITED V009743	MOTORCYCLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP101316	306.54	4022		00092426	10/13/2016
				<b>Check Total:</b>	<b>1,962.20</b>				
MW OH	MOTOROLA SOLUTIONS	MOBILE HOT RED RECEIVER RADIO	213041-6840	AP101316	8,138.05	13126867	P10915	00092427	10/13/2016

**City of Placentia  
Check Register  
For 10/26/2016**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount Invoice#	PO #	Check #	Check Date
	V009892		Machinery & Equipment					
MW OH	MUNITEMPS V009595	7/11-21 CODE ENFORCEMENT SVS	103046-6099 Professional Services	AP101316	2,277.00 126660	P10918	00092428	10/13/2016
<b>Check Total:</b>					<b>8,138.05</b>			
MW OH	MUNITEMPS V009595	7/25-8/4 CODE ENFORCEMENT SVS	103046-6099 Professional Services	AP101316	2,153.25 126687	P10918	00092428	10/13/2016
MW OH	MUNITEMPS V009595	8/5-17 CODE ENFORCEMENT SVS	103046-6099 Professional Services	AP101316	1,039.50 126715	P10918	00092428	10/13/2016
MW OH	MUNITEMPS V009595	8/22-9/1 CODE ENFORCEMENT SVS	103046-6099 Professional Services	AP101316	2,301.75 126740	P10918	00092428	10/13/2016
MW OH	MUNITEMPS V009595	9/19-29 CODE ENFORCEMENT SVS	103046-6099 Professional Services	AP101316	2,352.00 126792	P10918	00092428	10/13/2016
<b>Check Total:</b>					<b>10,123.50</b>			
MW OH	NGUYEN, VAN KHANH V009861	HERITAGE ENTERTAINMENT	0044-2067 / 79392-2067 Heritage Committee	AP101316	350.00 100616		00092429	10/13/2016
<b>Check Total:</b>					<b>350.00</b>			
MW OH	OFFICE INDUSTRIES V007477	RECYCLED PAPER	109595-6315 Office Supplies	AP101316	215.95 58018		00092430	10/13/2016
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103550-6315 Office Supplies	AP101316	76.18 58044		00092430	10/13/2016
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103040-6315 Office Supplies	AP101316	96.70 57930	P10882	00092430	10/13/2016
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103040-6315 Office Supplies	AP101316	16.36 B57756-3	P10882	00092430	10/13/2016
<b>Check Total:</b>					<b>405.19</b>			
MW OH	PARS V006999	JULY PARS ARS FEES	395083-6025 Third Party Administration	AP101316	441.49 35354		00092431	10/13/2016
<b>Check Total:</b>					<b>441.49</b>			
MW OH	PATRICKS' MUSIC SCHOOL	FALL INSTRUCTOR PAYMENT	104071-6060	AP101316	436.80 FALL 2016		00092432	10/13/2016

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	V006887		Instructional Services						
MW OH	PROCURE AMERICA V009591	OCT PRINTER MANAGEMENT SVS	109595-6137 Repair Maint/Equipment	AP101316	436.80	400.42 10-1617	P10867	00092433	10/13/2016
			<b>Check Total:</b>		<b>400.42</b>				
MW OH	PROFESSIONAL SERVICE V008093	GEOTECHNICAL SERVICES	333554-6185 / 61019-6185 Construction Services	AP101316	1,000.00	00461768	P10896	00092434	10/13/2016
			<b>Check Total:</b>		<b>1,000.00</b>				
MW OH	PURE WATER TECHNOLOGY V009593	OCT PD WATER SERVICE	103041-6301 Special Department Supplies	AP101316	150.13	98059		00092435	10/13/2016
			<b>Check Total:</b>		<b>150.13</b>				
MW OH	RAGGED ROBIN RANCH INC V009274	INC9/21 PLANNING SERVICES	0044-2048 / 61135-2048 Engineering Plan Check Deposit	AP101316	80.00	CR92916A		00092436	10/13/2016
MW OH	RAGGED ROBIN RANCH INC V009274	INC9/21-22 PLANNING SERVICES	102531-6099 / 45057-6099 Professional Services	AP101316	220.00	CR92916A		00092436	10/13/2016
			<b>Check Total:</b>		<b>300.00</b>				
MW OH	REESE, STACY V009331	FALL INSTRUCTOR PAYMENT	104071-6060 Instructional Services	AP101316	624.00	FALL 2016		00092437	10/13/2016
			<b>Check Total:</b>		<b>624.00</b>				
MW OH	RIVERSIDE COUNTY V001237	DISPATCH TRAINING REG	103043-6250 Staff Training	AP101316	36.00	100316		00092438	10/13/2016
			<b>Check Total:</b>		<b>36.00</b>				
MW OH	ROYAL ROOFING V009420	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	AP101316	100.00	30-16-080		00092439	10/13/2016
			<b>Check Total:</b>		<b>100.00</b>				
MW OH	SANDO, JOSE LIZARDE V010177	DEPOSIT REFUND - WHITTEN	100000-4385 Facility Rental	AP101316	150.00	2001324.002		00092440	10/13/2016
			<b>Check Total:</b>		<b>150.00</b>				
MW OH	SIMONIAN, ANDRE	HERITAGE GAMES VENDOR SVS	0044-2067 / 79392-2067	AP101316	3,426.04	100816		00092441	10/13/2016

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	V007971		Heritage Committee						
MW OH	SMITH, DONNA V001269	FALL INSTRUCTOR PAYMENT	104071-6060 Instructional Services	AP101316	3,426.04	457.60 FALL 2016		00092442	10/13/2016
				<b>Check Total:</b>	<b>457.60</b>				
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	0010-1224 AR/City of Fullerton	AP101316	131.92	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	296561-6330 / 61139-6330 Electricity	AP101316	45.28	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	0010-1220 Accts Rec/Plac Library Dist	AP101316	6,804.83	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	296561-6330 Electricity	AP101316	187.31	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	0010-1232 Accts Rec/City of Anaheim	AP101316	72.33	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	286560-6330 Electricity	AP101316	29,337.85	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	109595-6330 Electricity	AP101316	33,645.65	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	109595-6330 / 61141-6330 Electricity	AP101316	331.43	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	109595-6330 / 61140-6330 Electricity	AP101316	78.43	092816		00092443	10/13/2016
MW OH	SOUTHERN CALIFORNIA V000910	SEPT-OCT ELECTRICAL CHARGES	109595-6330 / 61138-6330 Electricity	AP101316	118.24	092816		00092443	10/13/2016
				<b>Check Total:</b>	<b>70,753.27</b>				
MW OH	ST JOSEPH HERITAGE V001728	SEPT NEW EMPLOYEE PHYSICALS	101512-6099 Professional Services	AP101316	100.00	60872		00092444	10/13/2016
				<b>Check Total:</b>	<b>100.00</b>				

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MW OH	SUNGUARD PUBLIC SECTOR V005987	16/17 OS SOFTWARE SUPPORT	101523-6136 Software Maintenance	AP101316	24,910.66	127099	P10937	00092445	10/13/2016
			<b>Check Total:</b>		<b>24,910.66</b>				
MW OH	TD GRAPHICS V006944	PRINTING SERVICES	103047-6230 Printing & Binding	AP101316	2,280.92	7998		00092446	10/13/2016
			<b>Check Total:</b>		<b>2,280.92</b>				
MW OH	TOTAL CLEAN EQUIPMENT V010139	HOT WATER PRESSURE WASHER	103652-6001 Management Consulting Services	AP101316	11,518.20	M04492	P10922	00092447	10/13/2016
			<b>Check Total:</b>		<b>11,518.20</b>				
MW OH	TRANSUNION RISK & V009317	SEPT DATABASE TRANSACTIONS	103040-6290 Dept. Contract Services	AP101316	110.50	100116		00092448	10/13/2016
			<b>Check Total:</b>		<b>110.50</b>				
MW OH	VORTEX INDUSTRIES INC. V009180	PW YARD GATE REPAIRS	103654-6130 Repair & Maint/Facilities	AP101316	384.00	08-1067217-1		00092449	10/13/2016
			<b>Check Total:</b>		<b>384.00</b>				
MW OH	WEST COAST ARBORISTS V001124	INØ16-30 RESIDENT TREE MAINT	0044-2039 Tree Trimming Deposits	AP101316	2,143.00	119268		00092450	10/13/2016
			<b>Check Total:</b>		<b>2,143.00</b>				
MW OH	WEST COAST LIGHTS & V006106	SIRENEMOVE HEAT ALARM & CELL	103042-6301 Special Department Supplies	AP101316	210.00	13818		00092451	10/13/2016
			<b>Check Total:</b>		<b>210.00</b>				
MW OH	WESTERN TRANSIT V008280	JULY TRANSPORTATION SVS	184071-6401 / 79538-6401 Community Programs	AP101316	1,320.00	2.2603		00092452	10/13/2016
MW OH	WESTERN TRANSIT V008280	AUG TRANSPORTATION SVS	184071-6401 / 79538-6401 Community Programs	AP101316	660.00	2.2619		00092452	10/13/2016
			<b>Check Total:</b>		<b>1,980.00</b>				
MW OH	YAMAGUCHI, BRIAN V003248	AUG RESERVE OFFICER STIPEND	103041-5005 / 50065-5005 Salaries/Part-Time	AP101316	200.00	AUGUST 2016		00092453	10/13/2016
MW OH	YAMAGUCHI, BRIAN	SEPT RESERVE OFFICER STIPEND	103041-5005 / 50065-5005	AP101316	200.00	SEPTEMBER		00092453	10/13/2016

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	V003248		Salaries/Part-Time						
MW OH	YORBA LINDA FEED STORE DOG FOOD V003242		103041-6301 Special Department Supplies	AP101316	400.00	49.67 535017		00092454	10/13/2016
MW OH	YORBA LINDA FEED STORE DOG FOOD V003242		103041-6301 Special Department Supplies	AP101316	241.87	536914		00092454	10/13/2016
MW OH	YORBA LINDA FEED STORE DOG FOOD V003242		103041-6301 Special Department Supplies	AP101316	49.67	538377		00092454	10/13/2016
			<b>Check Total:</b>		<b>341.21</b>				
MW OH	YORBA LINDA WATER V001148	8/30-9/26 WATER CHARGES	109595-6335 Water	AP101316	225.19	100316		00092455	10/13/2016
			<b>Check Total:</b>		<b>225.19</b>				
MW OH	CALIFORNIA STATE V004813	P/E 10/8/16 PD DATE 10/14/16	0029-2196 Garnishments W/H	PY16021	22.50	2700/1601021		00092456	10/17/2016
MW OH	CALIFORNIA STATE V004813	P/E 10/8/16 PD DATE 10/14/16	0010-2196 Garnishments W/H	PY16021	966.83	2700/1601021		00092456	10/17/2016
MW OH	CALIFORNIA STATE V004813	P/E 10/8/16 PD DATE 10/14/16	0048-2196 Garnishments W/H	PY16021	119.81	2700/1601021		00092456	10/17/2016
MW OH	CALIFORNIA STATE V004813	P/E 10/8/16 PD DATE 10/14/16	0037-2196 Garnishments W/H	PY16021	38.92	2700/1601021		00092456	10/17/2016
			<b>Check Total:</b>		<b>1,148.06</b>				
MW OH	FRANCHISE TAX BOARD V000404	P/E 10/8/16 PD DATE 10/14/16	0010-2196 Garnishments W/H	PY16021	50.12	2710/1601021		00092457	10/17/2016
MW OH	FRANCHISE TAX BOARD V000404	P/E 10/8/16 PD DATE 10/14/16	0029-2196 Garnishments W/H	PY16021	4.94	2710/1601021		00092457	10/17/2016
MW OH	FRANCHISE TAX BOARD V000404	P/E 10/8/16 PD DATE 10/14/16	0048-2196 Garnishments W/H	PY16021	4.94	2710/1601021		00092457	10/17/2016
			<b>Check Total:</b>		<b>60.00</b>				
MW OH	MIDAMERICA	P/E 10/8/16 PD DATE 10/14/16	0010-2173	PY16021	6,292.81	2800/1601021		00092458	10/17/2016

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MW OH	V008972 MIDAMERICA V008972	P/E 10/8/16 PD DATE 10/14/16	401A Special Pay Program 0037-2173 401A Special Pay Program	PY16021	110.04	2800/1601021		00092458	10/17/2016
MW OH	V008972 MIDAMERICA V008972	P/E 10/8/16 PD DATE 10/14/16	0029-2173 401A Special Pay Program	PY16021	101.59	2800/1601021		00092458	10/17/2016
MW OH	V008972 MIDAMERICA V008972	P/E 10/8/16 PD DATE 10/14/16	0048-2173 401A Special Pay Program	PY16021	474.38	2800/1601021		00092458	10/17/2016
				<b>Check Total:</b>	<b>6,978.82</b>				
MW OH	V000699 ORANGE COUNTY V000699	P/E 10/8/16 PD DATE 10/14/16	0010-2176 PCEA/OCEA Assoc Dues	PY16021	297.10	2610/1601021		00092459	10/17/2016
MW OH	V000699 ORANGE COUNTY V000699	P/E 10/8/16 PD DATE 10/14/16	0037-2176 PCEA/OCEA Assoc Dues	PY16021	0.96	2610/1601021		00092459	10/17/2016
MW OH	V000699 ORANGE COUNTY V000699	P/E 10/8/16 PD DATE 10/14/16	0029-2176 PCEA/OCEA Assoc Dues	PY16021	6.61	2610/1601021		00092459	10/17/2016
MW OH	V000699 ORANGE COUNTY V000699	P/E 10/8/16 PD DATE 10/14/16	0048-2176 PCEA/OCEA Assoc Dues	PY16021	22.41	2610/1601021		00092459	10/17/2016
				<b>Check Total:</b>	<b>327.08</b>				
MW OH	V000679 PCEA C/O NORTH ORANGE V000679	P/E 10/8/16 PD DATE 10/14/16	0010-2176 PCEA/OCEA Assoc Dues	PY16021	30.90	2615/1601021		00092460	10/17/2016
MW OH	V000679 PCEA C/O NORTH ORANGE V000679	P/E 10/8/16 PD DATE 10/14/16	0029-2176 PCEA/OCEA Assoc Dues	PY16021	0.68	2615/1601021		00092460	10/17/2016
MW OH	V000679 PCEA C/O NORTH ORANGE V000679	P/E 10/8/16 PD DATE 10/14/16	0037-2176 PCEA/OCEA Assoc Dues	PY16021	0.10	2615/1601021		00092460	10/17/2016
MW OH	V000679 PCEA C/O NORTH ORANGE V000679	P/E 10/8/16 PD DATE 10/14/16	0048-2176 PCEA/OCEA Assoc Dues	PY16021	2.32	2615/1601021		00092460	10/17/2016
				<b>Check Total:</b>	<b>34.00</b>				
MW OH	V000839 PLACENTIA POLICE V000839	P/E 10/8/16 PD DATE 10/14/16	0010-2180 Police Mgmt Assn Dues	PY16021	942.52	2625/1601021		00092461	10/17/2016
				<b>Check Total:</b>	<b>942.52</b>				

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MW OH	PLACENTIA POLICE V003519	P/E 10/8/16 PD DATE 10/14/16	0010-2178 Placentia Police Assoc Dues	PY16021	2,990.17	2620/1601021		00092462	10/17/2016
			<b>Check Total:</b>		<b>2,990.17</b>				
MW OH	VANTAGEPOINT TRANSFER V007191	P/E 10/8/16 PD DATE 10/14/16	0010-2170 Deferred Comp Payable - ICMA	PY16021	2,032.94	2606/1601021		00092463	10/17/2016
MW OH	VANTAGEPOINT TRANSFER V007191	P/E 10/8/16 PD DATE 10/14/16	0029-2170 Deferred Comp Payable - ICMA	PY16021	16.70	2606/1601021		00092463	10/17/2016
MW OH	VANTAGEPOINT TRANSFER V007191	P/E 10/8/16 PD DATE 10/14/16	0037-2170 Deferred Comp Payable - ICMA	PY16021	15.16	2606/1601021		00092463	10/17/2016
MW OH	VANTAGEPOINT TRANSFER V007191	P/E 10/8/16 PD DATE 10/14/16	0048-2170 Deferred Comp Payable - ICMA	PY16021	59.93	2606/1601021		00092463	10/17/2016
			<b>Check Total:</b>		<b>2,124.73</b>				
MW OH	ALBERT GROVER & V007111	TRAFFIC CONSULTING SVS	332531-6017 / 61086-6017 Special Studies	AP102016	6,020.00	16439-IN	P10935	00092464	10/20/2016
MW OH	ALBERT GROVER & V007111	TRAFFIC CONSULTING SVS	332531-6017 / 61086-6017 Special Studies	AP102016	3,120.00	16497-IN	P10935	00092464	10/20/2016
			<b>Check Total:</b>		<b>9,140.00</b>				
MW OH	APPLE INCORPORATED V010155	APPLE MAC PRO ACCESSORIES	581573-6301 Special Department Supplies	AP102016	199.00	4402106303	P10932	00092465	10/20/2016
MW OH	APPLE INCORPORATED V010155	APPLE MAC PRO ACCESSORIES	581573-6301 Special Department Supplies	AP102016	137.16	4402208969	P10932	00092465	10/20/2016
MW OH	APPLE INCORPORATED V010155	APPLE MAC PRO	581573-6301 Special Department Supplies	AP102016	4,772.52	4402714653	P10932	00092465	10/20/2016
			<b>Check Total:</b>		<b>5,108.68</b>				
MW OH	ARAMARK UNIFORM V004232	PW UNIFORMS	103650-6360 Uniforms	AP102016	203.63	5319066627		00092466	10/20/2016
MW OH	ARAMARK UNIFORM V004232	FACILITY MAT CLEANING	103654-6301 Special Department Supplies	AP102016	252.91	5319066628		00092466	10/20/2016
MW OH	ARAMARK UNIFORM	PW UNIFORMS	103650-6360	AP102016	203.63	531923901		00092466	10/20/2016

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	V004232		Uniforms						
MW OH	ARAMARK UNIFORM V004232	FACILITY MAT CLEANING	103654-6301 Special Department Supplies	AP102016	153.71	531923902		00092466	10/20/2016
			<b>Check Total:</b>		<b>813.88</b>				
MW OH	AT & T V008736	10/7-11/6 INTERNET CHARGES	109595-6215 Telephone	AP102016	50.81	OCT T/C 16		00092467	10/20/2016
			<b>Check Total:</b>		<b>50.81</b>				
MW OH	AT&T V004144	AUG-SEPT PHONE CHARGES	109595-6215 Telephone	AP102016	2,246.38	092516		00092468	10/20/2016
MW OH	AT&T V004144	AUG-SEPT PHONE CHARGES	296561-6215 Telephone	AP102016	44.36	092516		00092468	10/20/2016
			<b>Check Total:</b>		<b>2,290.74</b>				
MW OH	BLAIS & ASSOCIATES V008128	JULY GRANT RESEARCH SVS	109595-6999 Other Expenditure	AP102016	1,057.50	07-2016-PL2		00092469	10/20/2016
MW OH	BLAIS & ASSOCIATES V008128	AUG GRANT RESEARCH SVS	109595-6999 Other Expenditure	AP102016	250.00	08-2016-PL2		00092469	10/20/2016
			<b>Check Total:</b>		<b>1,307.50</b>				
MW OH	C2 IMAGING V004106	DECALS OF CITY SEAL	103658-6301 Special Department Supplies	AP102016	102.71	820690		00092470	10/20/2016
			<b>Check Total:</b>		<b>102.71</b>				
MW OH	CALIFORNIA DENTAL V008102	NOV DENTAL INSURANCE	395000-4720 ISF Dental Ins Reimbursement	AP102016	572.18	NOV 16		00092471	10/20/2016
MW OH	CALIFORNIA DENTAL V008102	NOV DENTAL INSURANCE	395083-5162 Dental Insurance Premiums	AP102016	203.30	NOV 16		00092471	10/20/2016
			<b>Check Total:</b>		<b>775.48</b>				
MW OH	CALIFORNIA NEWSPAPER V009955	SEPT LEGAL ADVERTISING	101002-6299 Other Purchased Services	AP102016	264.00	10172016		00092472	10/20/2016
MW OH	CALIFORNIA NEWSPAPER V009955	SEPT LEGAL ADVERTISING	102531-6225 Advertising/Promotional	AP102016	354.00	10172016		00092472	10/20/2016

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MW OH	CALIFORNIA PUBLIC V006234	NOV MEDICAL INSURANCE	395000-4715 ISF Health Ins Reimbursement	AP102016	120,304.01	10000001485073		00092473	10/20/2016
MW OH	CALIFORNIA PUBLIC V006234	NOV MEDICAL INSURANCE	395083-5161 Health Insurance Premiums	AP102016	13,663.47	10000001485073		00092473	10/20/2016
				<b>Check Total:</b>	<b>133,967.48</b>				
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP102016	41.00	71259575		00092474	10/20/2016
MW OH	CALMAT CO. V010007	ASPHALT	103652-6301 Special Department Supplies	AP102016	123.00	71264122		00092474	10/20/2016
				<b>Check Total:</b>	<b>164.00</b>				
MW OH	CANON FINANCIAL V008867	SERVICOPIER LEASE PAYMENT	109595-6175 Office Equipment Rental	AP102016	1,885.46	16590136		00092475	10/20/2016
MW OH	CARL WARREN & CO V008011	SEPT LIABILITY CLAIMS ADMIN	404582-6025 Third Party Administration	AP102016	1,541.66	1775379		00092476	10/20/2016
				<b>Check Total:</b>	<b>1,885.46</b>				
MW OH	CDCE INC V009479	SWIVEL PLATE FOR PD VEHICLE	213041-6301 Special Department Supplies	AP102016	2,655.01	131381	P10884	00092477	10/20/2016
				<b>Check Total:</b>	<b>1,541.66</b>				
MW OH	CENTURY BUSINESS V010180	5/26-8/25 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP102016	1,438.50	AR24744		00092478	10/20/2016
MW OH	CENTURY BUSINESS V010180	5/26-8/25 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP102016	756.80	AR29394		00092478	10/20/2016
MW OH	CENTURY BUSINESS V010180	8/26-11/25/15 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP102016	545.35	AR29395		00092478	10/20/2016
MW OH	CENTURY BUSINESS V010180	11/26-2/25/16 COPIER OVERAGES	109595-6175 Office Equipment Rental	AP102016	1,330.57	AR29397		00092478	10/20/2016
				<b>Check Total:</b>	<b>4,071.22</b>				

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MW OH	CITY OF BREA V000125	PRINTING SERVICES	102531-6315 Office Supplies	AP102016	41.77	ASCS00152		00092479	10/20/2016
MW OH	CITY OF BREA V000125	PRINTING SERVICES	102532-6315 Office Supplies	AP102016	126.62	ASCS00152		00092479	10/20/2016
			<b>Check Total:</b>		<b>168.39</b>				
MW OH	CLEAR CHOICE LIEN SALES V005847	OCT LIEN SERVICES	103047-6182 Lien Services	AP102016	37.50	215A	P10911	00092480	10/20/2016
MW OH	CLEAR CHOICE LIEN SALES V005847	SEPT LIEN SERVICES	103047-6182 Lien Services	AP102016	50.00	3574	P10911	00092480	10/20/2016
MW OH	CLEAR CHOICE LIEN SALES V005847	OCT LIEN SERVICES	103047-6182 Lien Services	AP102016	7.50	7218	P10911	00092480	10/20/2016
			<b>Check Total:</b>		<b>95.00</b>				
MW OH	CONNELL, JOSEPH V004080	PD TRAINING MEALS, MILEAGE	103047-6250 Staff Training	AP102016	231.28	101716		00092481	10/20/2016
			<b>Check Total:</b>		<b>231.28</b>				
MW OH	DATA TICKET INC. V006119	AUG CODE ENFORCE CITATION SVS	103046-6290 Dept. Contract Services	AP102016	928.00	73501	P10878	00092482	10/20/2016
			<b>Check Total:</b>		<b>928.00</b>				
MW OH	ENTERPRISE FLEET V003312	OCT PD VEHICLE LEASE PMT	103042-6165 / 50070-6165 Vehicle Rental	AP102016	3,653.90	FBN3096953	P10881	00092483	10/20/2016
			<b>Check Total:</b>		<b>3,653.90</b>				
MW OH	EVAN BROOKS ASSOCIATES V009881	JULY-SEPT CONSULTING SVS	332531-6017 / 62010-6017 Special Studies	AP102016	340.00	16009-10		00092484	10/20/2016
			<b>Check Total:</b>		<b>340.00</b>				
MW OH	FABIAN, MELINA V005136	PD TRAINING MEALS, MILEAGE	103043-6250 Staff Training	AP102016	151.01	101516		00092485	10/20/2016
			<b>Check Total:</b>		<b>151.01</b>				
MW OH	FAIRWAY FORD V000376	VEHICLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP102016	910.16	C04610		00092486	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	FAIRWAY FORD V000376	VEHICLE REPAIRS	103658-6134 Vehicle Repair & Maintenance	AP102016	1,159.34	C05065		00092486	10/20/2016
MW OH	FAIRWEATHER ROOFING V009234	ROOFING BOND REFUND	0044-2033 Construction & Demo Deposit	<b>Check Total:</b> AP102016	<b>2,069.50</b> 100.00	30-16-081		00092487	10/20/2016
MW OH	FIDELITY SECURITY LIFE V008132	SEPT VISION INSURANCE PREMIUMS	\$95000-4740 ISF Employee Optical Costs	<b>Check Total:</b> AP102016	<b>100.00</b> 1,445.68	3321182		00092488	10/20/2016
MW OH	FIDELITY SECURITY LIFE V008132	SEPT VISION INSURANCE PREMIUMS	\$95083-5164 Optical Insurance Premiums	AP102016	1,208.18	3321182		00092488	10/20/2016
MW OH	FIDELITY SECURITY LIFE V008132	OCT VISION INSURANCE PREMIUMS	\$95000-4740 ISF Employee Optical Costs	AP102016	1,879.58	3671466		00092488	10/20/2016
MW OH	FIDELITY SECURITY LIFE V008132	OCT VISION INSURANCE PREMIUMS	\$95083-5164 Optical Insurance Premiums	AP102016	1,208.18	3671466		00092488	10/20/2016
MW OH	FIS V008518	SEPT B/L INTERCHANGE FEES	102020-6025 Third Party Administration	<b>Check Total:</b> AP102016	<b>5,741.62</b> 27.93	34375913		00092489	10/20/2016
MW OH	GOLDEN STATE WATER V000928	AUG-OCT WATER CHARGES	109595-6335 Water	<b>Check Total:</b> AP102016	<b>27.93</b> 7,513.85	101116		00092490	10/20/2016
MW OH	GST V009410	SEPT IT SERVICES	101523-6290 Dept. Contract Services	<b>Check Total:</b> AP102016	<b>7,513.85</b> 7,178.00	SINV104787	P10927	00092491	10/20/2016
MW OH	HALO CONFIDENTIAL V008544	OCT BACKGROUND SCREENINGS	103040-6290 Dept. Contract Services	<b>Check Total:</b> AP102016	<b>7,178.00</b> 2,400.00	0069	P10877	00092492	10/20/2016
MW OH	HAWK ANALYTICS V009767	CELL HAWK TIER I SUBSCRIPTION	103042-6290 Dept. Contract Services	<b>Check Total:</b> AP102016	<b>2,400.00</b> 2,495.00	INV21749		00092493	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	HI-WAY SAFETY RENTALS V000459	STREET SIGNS	103652-6310 Street Signs	AP102016	644.47	50828		00092494	10/20/2016
<b>Check Total:</b>					<b>2,495.00</b>				
MW OH	HONEYWELL V001388	AC REPAIRS	103654-6130 Repair & Maint/Facilities	AP102016	352.38	5237812617		00092495	10/20/2016
<b>Check Total:</b>					<b>644.47</b>				
MW OH	HORIZON SOLAR POWER V010146	BLDG PERMIT REFUND	100000-4164 Electrical Permits	AP102016	2.40	B16-0469		00092496	10/20/2016
MW OH	HORIZON SOLAR POWER V010146	BLDG PERMIT REFUND	100000-4160 Building Permits	AP102016	188.00	B16-0469		00092496	10/20/2016
MW OH	HORIZON SOLAR POWER V010146	BLDG PERMIT REFUND	100000-4160 Building Permits	AP102016	188.00	B16-0656		00092496	10/20/2016
MW OH	HORIZON SOLAR POWER V010146	BLDG PERMIT REFUND	100000-4164 Electrical Permits	AP102016	28.00	B16-0656		00092496	10/20/2016
<b>Check Total:</b>					<b>406.40</b>				
MW OH	HOUSTON & HARRIS PCS INDULY SEWER MAINTENANCE V010110		484356-6120 R & M/Sewer & Storm Drain	AP102016	29,703.86	16-19776	P10945	00092497	10/20/2016
MW OH	HOUSTON & HARRIS PCS INCAUGUST SEWER MAINTENANCE V010110		484356-6120 R & M/Sewer & Storm Drain	AP102016	28,848.55	16-19823	P10945	00092497	10/20/2016
MW OH	HOUSTON & HARRIS PCS INSEPT SEWER MAINTENANCE V010110		484356-6120 R & M/Sewer & Storm Drain	AP102016	16,258.44	16-19885	P10945	00092497	10/20/2016
<b>Check Total:</b>					<b>74,810.85</b>				
MW OH	ICMA RETIREMENT TRUST V010029	DEFERRED P/E 10/8 PD 10/14	0010-2170 Deferred Comp Payable - ICMA	AP102016	1,089.88	101716H		00092498	10/20/2016
MW OH	ICMA RETIREMENT TRUST V010029	DEFERRED P/E 10/8 PD 10/14	0048-2170 Deferred Comp Payable - ICMA	AP102016	35.56	101716H		00092498	10/20/2016
MW OH	ICMA RETIREMENT TRUST V010029	DEFERRED P/E 10/8 PD 10/14	0029-2170 Deferred Comp Payable - ICMA	AP102016	35.56	101716H		00092498	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	KOSMONT COMPANIES V006131	JULY EFID CONSULTING SVS	102534-6099 Professional Services	AP102016	1,290.00	0004 1604.2	P10913	00092499	10/20/2016
MW OH	KOSMONT COMPANIES V006131	AUG EFID CONSULTING SVS	102534-6099 Professional Services	AP102016	5,106.40	0005 1604.2	P10913	00092499	10/20/2016
MW OH	LOMA VISTA NURSERY V000595	PLANTS & FLOWERS	296561-6130 Repair & Maint/Facilities	AP102016	723.92	163233		00092500	10/20/2016
MW OH	LOMA VISTA NURSERY V000595	PLANTS & FLOWERS	296561-6130 Repair & Maint/Facilities	AP102016	130.68	163239		00092500	10/20/2016
MW OH	MAILFINANCE V008685	POSTAGE MACHINE ASSESSED TAX	109595-6325 Postage	AP102016	146.82	P6178349		00092501	10/20/2016
MW OH	MANAGED MOBILE INC V009496	VEHICLE MAINTENANCE	103658-6290 Dept. Contract Services	AP102016	1,040.63	82857		00092502	10/20/2016
MW OH	MANAGED MOBILE INC V009496	VEHICLE MAINTENANCE	103658-6290 Dept. Contract Services	AP102016	394.50	82858		00092502	10/20/2016
MW OH	MANAGED MOBILE INC V009496	VEHICLE MAINTENANCE	103658-6290 Dept. Contract Services	AP102016	740.53	82903		00092502	10/20/2016
MW OH	MANAGED MOBILE INC V009496	VEHICLE MAINTENANCE	103658-6290 Dept. Contract Services	AP102016	607.70	82985		00092502	10/20/2016
MW OH	MC FADDEN-DALE V000635	ANTI SLIP TAPE	103654-6301 Special Department Supplies	AP102016	188.89	259251/5		00092503	10/20/2016
MW OH	MC FADDEN-DALE V000635	ANTI SLIP TAPE	103654-6301 Special Department Supplies	AP102016	55.07	259254/5		00092503	10/20/2016
MW OH	MC FADDEN-DALE V000635	CREDIT - ANTI SLIP TAPE	103654-6301 Special Department Supplies	AP102016	-169.13	259255/5		00092503	10/20/2016
				<b>Check Total:</b>	<b>1,161.00</b>				
				<b>Check Total:</b>	<b>6,396.40</b>				
				<b>Check Total:</b>	<b>854.60</b>				
				<b>Check Total:</b>	<b>146.82</b>				
				<b>Check Total:</b>	<b>2,783.36</b>				

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	MUNITEMPS V009595	7/11-21 FINANCE MANAGER SVS	102020-6099 Professional Services	AP102016	8,050.00	126661	P10872	00092504	10/20/2016
				<b>Check Total:</b>	<b>74.83</b>				
MW OH	MUNITEMPS V009595	9/19-30 FINANCE MANAGER SVS	102020-6099 Professional Services	AP102016	9,200.00	126793	P10872	00092504	10/20/2016
				<b>Check Total:</b>	<b>17,250.00</b>				
MW OH	NELSON/NYGAARD V009556	SEPT-OCT PARKING MGMNT SVS	333531-6017 / 62010-6017 Special Studies	AP102016	2,860.34	68164	P10908	00092505	10/20/2016
				<b>Check Total:</b>	<b>2,860.34</b>				
MW OH	OCCOG V009079	ANNUAL OCCOG DUES	101001-6255 Dues & Memberships	AP102016	6,207.67	2017-174		00092506	10/20/2016
				<b>Check Total:</b>	<b>6,207.67</b>				
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	104070-6315 Office Supplies	AP102016	219.91	58042		00092507	10/20/2016
				<b>Check Total:</b>	<b>219.91</b>				
MW OH	ONE STOP PARTS SOURCE V007231	WIPER BLADES	103658-6290 Dept. Contract Services	AP102016	345.17	622306		00092508	10/20/2016
				<b>Check Total:</b>	<b>345.17</b>				
MW OH	ORANGE COUNTY V000698	3RD QTR FOG INSPECTIONS	484356-6099 Professional Services	AP102016	448.19	52522		00092509	10/20/2016
				<b>Check Total:</b>	<b>345.17</b>				
MW OH	ORANGE COUNTY V000698	4TH QTR FOG INSPECTIONS	484356-6099 Professional Services	AP102016	513.33	52673		00092509	10/20/2016
				<b>Check Total:</b>	<b>961.52</b>				
MW OH	ORANGE COUNTY V001969	350/380 S PLACENTIA COSTS	109595-6940 Payments to Other Agencies	AP102016	1,552,000.00	102016		00092510	10/20/2016
				<b>Check Total:</b>	<b>1,552,000.00</b>				
MW OH	ORANGE COUNTY V007306	SEPT PARKING CITATIONS	0044-2038 Parking Fines	AP102016	10,287.50	101216		00092511	10/20/2016
				<b>Check Total:</b>	<b>10,287.50</b>				

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	PARS V006999	AUG PARS/ARS FEES	395083-6025 Third Party Administration	AP102016	451.33	35622		00092512	10/20/2016
MW OH	PRINCIPAL LIFE V008141	NOV DENTAL INSURANCE PREMIUM	5000-4720 ISF Dental Ins Reimbursement	<b>Check Total:</b> AP102016	<b>451.33</b>	736.96	NOV2016	00092513	10/20/2016
MW OH	PRINCIPAL LIFE V008141	NOV DENTAL INSURANCE PREMIUM	5083-5162 Dental Insurance Premiums	AP102016	689.92	NOV2016		00092513	10/20/2016
MW OH	RAGGED ROBIN RANCH INC V009274	10/10 PLANNING SERVICES	102531-6099 / 45057-6099 Professional Services	<b>Check Total:</b> AP102016	<b>1,426.88</b>	320.00	CR101316A	00092514	10/20/2016
MW OH	RAGGED ROBIN RANCH INC V009274	10/3-13 PLANNING SERVICES	102531-6290 Dept. Contract Services	AP102016	5,160.00	CR101316	P10864	00092514	10/20/2016
MW OH	RAGGED ROBIN RANCH INC V009274	10/3-13 PLANNING TECH SERVICES	102531-6290 Dept. Contract Services	AP102016	1,980.00	CR101316	P10864	00092514	10/20/2016
MW OH	REPUBLIC WASTE SERVICES V007205	REFUSE COLLECTION	374386-6101 Disposal	<b>Check Total:</b> AP102016	<b>7,460.00</b>	216,710.01	676-00271644	00092515	10/20/2016
MW OH	RIVERSIDE COUNTY V008065	DISPATCHER UPDATE REG FABIAN	103043-6250 Staff Training	<b>Check Total:</b> AP102016	<b>216,710.01</b>	114.00	101316	00092516	10/20/2016
MW OH	RIVERSIDE COUNTY V008065	DISPATCHER UPDATE REG YOUNG	103043-6250 Staff Training	AP102016	114.00	101416		00092516	10/20/2016
MW OH	SHRED-IT USA LLC V000905	9/15 DOC SHRED SERVICES	374386-6299 Other Purchased Services	<b>Check Total:</b> AP102016	<b>228.00</b>	109.15	9412405681	00092517	10/20/2016
MW OH	SHRED-IT USA LLC V000905	9/29 DOC SHRED SERVICES	374386-6299 Other Purchased Services	AP102016	109.15	9412616874		00092517	10/20/2016
MW OH	SIGN-MART PLASTICS PLUS HERITAGE FESTIVAL BANNERS	0044-2067 / 79392-2067		<b>Check Total:</b> AP102016	<b>218.30</b>	251.10	10151564	00092518	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V010181		Heritage Committee						
MW OH	SOUTHERN CALIFORNIA V000910	JULY-AUG ELECTRICAL CHARGES	0010-1228 AR/County of Orange	<b>Check Total:</b> AP102016	<b>251.10</b> 16.65	101216		00092519	10/20/2016
MW OH	SOUTHERN CALIFORNIA V000910	JULY-AUG ELECTRICAL CHARGES	296561-6330 Electricity	AP102016	1,713.83	101216		00092519	10/20/2016
MW OH	SOUTHERN CALIFORNIA V000910	JULY-AUG ELECTRICAL CHARGES	0010-1226 AR/City of Yorba Linda	AP102016	109.79	101216		00092519	10/20/2016
MW OH	SOUTHERN CALIFORNIA V000910	JULY-AUG ELECTRICAL CHARGES	109595-6330 Electricity	AP102016	7,286.25	101216		00092519	10/20/2016
MW OH	SOUTHERN CALIFORNIA V000910	JULY-AUG ELECTRICAL CHARGES	109595-6330 / 61140-6330 Electricity	AP102016	100.88	101216		00092519	10/20/2016
MW OH	SPRINT V006533	SEPT PD RELAY SERVICES	109595-6215 Telephone	<b>Check Total:</b> AP102016	<b>9,227.40</b> 37.99	313574471-059		00092520	10/20/2016
MW OH	SPRINT V006126	SEPT PD RELAY SERVICES	109595-6215 Telephone	<b>Check Total:</b> AP102016	<b>37.99</b> 612.21	95091161003500		00092521	10/20/2016
MW OH	STATE BOARD OF V007860	FUEL TAX	103658-6345 Gasoline & Diesel Fuel	<b>Check Total:</b> AP102016	<b>612.21</b> 309.58	100116		00092522	10/20/2016
MW OH	SUBURBAN PROPANE V000971	PROPANE	103658-6345 Gasoline & Diesel Fuel	<b>Check Total:</b> AP102016	<b>309.58</b> 40.37	228085		00092523	10/20/2016
MW OH	SUNGARD PUBLIC SECTOR V005987	NOV OS-ASP SERVICES	101523-6136 Software Maintenance	<b>Check Total:</b> AP102016	<b>40.37</b> 6,258.58	127314	P10858	00092524	10/20/2016
MW OH	T-MOBILE	SEPT CELL PHONE CHARGES	109595-6215	<b>Check Total:</b> AP102016	<b>6,258.58</b> 1,271.72	SEPTEMBER 16		00092525	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	V004339		Telephone						
MW OH	T-MOBILE V004339	SEPT PD CELL PHONE CHARGES	109595-6215 Telephone	AP102016	668.56	SEPTEMBER PD		00092525	10/20/2016
MW OH	THOMSON REUTERS - WESTSEPT V009649	WESTSEPT WEST INFO CHARGES	103042-6290 Dept. Contract Services	<b>Check Total:</b> AP102016	<b>1,940.28</b> 167.58	834824943		00092526	10/20/2016
MW OH	TRAFFIC MANAGEMENT V008463	STREET SIGNS	103652-6310 Street Signs	<b>Check Total:</b> AP102016	<b>167.58</b> 108.00	313205		00092527	10/20/2016
MW OH	TRILLIUM CNG (1720) V007952	SEPT CNG FUEL	103658-6345 Gasoline & Diesel Fuel	<b>Check Total:</b> AP102016	<b>108.00</b> 20.50	1610062022		00092528	10/20/2016
MW OH	UNITED RENTALS NORTH V001082	TRAILER RENTAL	103652-6301 Special Department Supplies	<b>Check Total:</b> AP102016	<b>20.50</b> 603.72	141083221-001		00092529	10/20/2016
MW OH	US BANK PARS #6746022400 V008781	PARS/ARS P/E 10/8 PD 10/14	0010-2126 Employee PARS/ARS W/H	<b>Check Total:</b> AP102016	<b>603.72</b> 1,514.35	1017161		00092530	10/20/2016
MW OH	US BANK PARS #6746022400 V008781	PARS/ARS P/E 10/8 PD 10/14	0010-2131 Employer PARS/ARS Payable	<b>Check Total:</b> AP102016	<b>3,028.70</b> 4,332.00	119237		00092531	10/20/2016
MW OH	WEST COAST ARBORISTS IN0/30-10/3 V001124	MEDIAN REMOVAL SVS	333552-6185 / 61127-6185 Construction Services	<b>Check Total:</b> AP102016	<b>603.72</b> 3,395.00	119519		00092531	10/20/2016
MW OH	WEST COAST ARBORISTS IN0/1-15 V001124	RESIDENT TREE MAINT	0044-2039 Tree Trimming Deposits	<b>Check Total:</b> AP102016	<b>3,028.70</b> 21,105.00	118819	P10893	00092531	10/20/2016
MW OH	WEST COAST ARBORISTS IN0/1-15 V001124	TREE MAINTENANCE	103655-6116 Tree Maintenance	<b>Check Total:</b> AP102016	<b>3,028.70</b> 6,210.00	119267	P10893	00092531	10/20/2016
MW OH	WEST COAST ARBORISTS IN0/16-30 V001124	TREE MAINTENANCE	103655-6116 Tree Maintenance	<b>Check Total:</b> AP102016	<b>3,028.70</b> 6,210.00	119267	P10893	00092531	10/20/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	YOUNG, ANDREA V002632	PD TRAINING MEALS, MILEAGE	103043-6250 Staff Training	AP102016	151.01	101616		00092532	10/20/2016
<b>Check Total:</b>					<b>35,042.00</b>				
<b>Check Total:</b>					<b>151.01</b>				
<b>Type Total:</b>					<b>2,443,286.53</b>				
<b>Check Total:</b>					<b>2,443,286.53</b>				

**City of Placentia**  
**Electronic Disbursement Register**  
 For 11/01/2016

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount Invoice#	PO #	Ref #	Ref Date
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<u>EDR Totals by ID</u>	
AP	0.00
EP	100,826.61
IP	0.00
OP	0.00

Fund Name	<u>EDR Totals by Fund</u>
101-General Fund (0010)	29,848.36
211-PEG Fund (0058)	58.16
265-Landscape Maintenance (0029)	147.26
275-Sewer Maintenance (0048)	274.15
501-Refuse Administration (0037)	7.50
601-Employee Health & Wlfre (0039)	69,735.43
701-Special Deposits (0044)	755.75

Void Total: 0.00  
 EDR Total: 100,826.61

Grand Total: 100,826.61

Electronic Disbursement Sub Totals: 100,826.61

ACH Payroll Direct Deposit for 10/28/16: 258,792.13

Electronic Disbursement Total: 359,618.74

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**Electronic Disbursement Register**  
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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
EP	BANK OF AMERICA V008741	HERITAGE CAR SHOW TROPHIES	0044-2067 Heritage Committee	ACH101216	557.50	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HERITAGE BAND REVEIW SUPPLIES	0044-2067 Heritage Committee	ACH101216	72.35	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	55.89	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	9.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	23.60	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	21.42	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	106.92	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	12.96	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	17.58	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	49.74	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COUNCIL SUPPLIES	101001-6245 Meetings & Conferences	ACH101216	57.69	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PICTURE FRAMING SERVICES	101001-6301 Special Department Supplies	ACH101216	366.62	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONFERENCE MEALS	101511-6245 Meetings & Conferences	ACH101216	240.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONFERENCE MEALS	101511-6245 Meetings & Conferences	ACH101216	63.24	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONFERENCE MEALS	101511-6245 Meetings & Conferences	ACH101216	66.48	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	ICSC CONFERENCE MEALS	101511-6245 Meetings & Conferences	ACH101216	366.54	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONFERENCE MEALS	101511-6245 Meetings & Conferences	ACH101216	59.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONF HOTEL - ARRULA	101511-6245 Meetings & Conferences	ACH101216	584.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	46.77	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	59.68	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	52.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CM CONFERENCE REGISTRATION	101511-6245 Meetings & Conferences	ACH101216	650.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	DEPT HEAD MEETING SUPPLIES	101511-6245 Meetings & Conferences	ACH101216	43.60	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	40.56	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CM CONF AIRFARE - ARRULA	101511-6245 Meetings & Conferences	ACH101216	503.96	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	43.23	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	96.24	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101511-6245 Meetings & Conferences	ACH101216	23.19	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	101511-6315 Office Supplies	ACH101216	2.16	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	101511-6315 Office Supplies	ACH101216	8.63	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	HEALTH WEEK SUPPLIES	101512-6250 Staff Training	ACH101216	84.94	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HEALTH WEEK SUPPLIES	101512-6250 Staff Training	ACH101216	7.55	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HEALTH WEEK RAFFLE CARDS	101512-6250 Staff Training	ACH101216	100.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HEALTH WEEK SUPPLIES	101512-6250 Staff Training	ACH101216	64.31	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101512-6301 Special Department Supplies	ACH101216	18.22	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	66.17	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	86.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	22.08	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	20.08	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	37.89	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	61.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101512-6301 Special Department Supplies	ACH101216	52.05	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	61.29	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	9.53	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	39.05	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	88.33	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	72.50	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OPEN ENROLLMENT SUPPLIES	101512-6301 Special Department Supplies	ACH101216	12.95	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	120.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	58.89	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	64.49	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL SUPPLIES	101512-6301 Special Department Supplies	ACH101216	60.72	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	101512-6301 Special Department Supplies	ACH101216	75.61	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	101512-6301 Special Department Supplies	ACH101216	75.56	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	101512-6315 Office Supplies	ACH101216	11.86	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	101512-6315 Office Supplies	ACH101216	333.46	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	RACES MEETING SUPPLIES	101514-6301 Special Department Supplies	ACH101216	29.70	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CERT SUPPLIES	101514-6301 Special Department Supplies	ACH101216	43.14	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	SHIPPING TAX	101514-6301 Special Department Supplies	ACH101216	3.96	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ASSET MANAGEMENT SOFTWARE	101523-6136 Software Maintenance	ACH101216	495.00	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	SEPT TIT SERVICE PMT	101523-6136 Software Maintenance	ACH101216	50.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	SSL CERTIFICATE RENEWAL	101523-6136 Software Maintenance	ACH101216	628.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	SEPT PANDORA SERVICES	101523-6136 Software Maintenance	ACH101216	26.95	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COMPUTER PRIVACY SCREENS	101523-6301 Special Department Supplies	ACH101216	118.78	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BUSINESS MEETING MEALS	102020-6250 Staff Training	ACH101216	92.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONF HOTEL - LAMBERT	102531-6245 Meetings & Conferences	ACH101216	584.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONF PARKING	102534-6245 Meetings & Conferences	ACH101216	15.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	GASOLINE	102534-6245 Meetings & Conferences	ACH101216	35.22	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONF RENTAL CAR	102534-6245 Meetings & Conferences	ACH101216	531.81	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ICSC CONF HOTEL - ORTEGA	102534-6245 Meetings & Conferences	ACH101216	648.30	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PD TRAINING REG - IRVINE	103041-6250 Staff Training	ACH101216	225.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PD TRAINING REG - EILEY	103041-6250 Staff Training	ACH101216	225.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PD MOTOR EVENT SUPPLIES	103041-6301 Special Department Supplies	ACH101216	84.01	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PD MOTOR EVENT SUPPLIES	103041-6301 Special Department Supplies	ACH101216	12.51	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	MCV SATELLITE SERVICES	103041-6301 Special Department Supplies	ACH101216	59.99	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	PD TRAINING REG - MENELY	103042-6250 Staff Training	ACH101216	570.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CHAIRS FOR DISPATCH	103043-6301 / 50080-6301 Special Department Supplies	ACH101216	470.95	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	EVIDENCE COLLECTION SUPPLIES	103043-6301 / 50100-6301 Special Department Supplies	ACH101216	989.79	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	GLOVES, ENVELOPES FOR PD	103043-6301 / 50100-6301 Special Department Supplies	ACH101216	949.38	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/9 DUI CHECKPOINT SUPPLIES	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	16.51	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/9 DUI CHECKPOINT SUPPLIES	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	3.88	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/9 DUI CHECKPOINT SUPPLIES	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	19.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/9 DUI CHECKPOINT MEALS	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	139.98	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/23 DUI CHECKPOINT MEALS	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	139.98	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	9/23 DUI CHECKPOINT SUPPLIES	103047-6301 / 50029-6301 Special Department Supplies	ACH101216	14.73	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OCT CEAOC MEETING REG	103550-6245 Meetings & Conferences	ACH101216	30.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	103550-6245 Meetings & Conferences	ACH101216	61.84	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	LEAGUE CONF HOTEL - ESTEVEZ	103550-6245 Meetings & Conferences	ACH101216	193.68	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	INTERVIEW PANEL MEALS	103550-6245 Meetings & Conferences	ACH101216	54.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	GRAFFITI REMOVAL PAINT	103652-6301 Special Department Supplies	ACH101216	204.34	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	SAMS CLUB MEMBERSHIP DUES	103652-6301 Special Department Supplies	ACH101216	100.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PW TOOLS	103652-6301 Special Department Supplies	ACH101216	66.61	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	LOCKS FOR GOMEZ CENTER	103654-6130 Repair & Maint/Facilities	ACH101216	62.77	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	OFFICE SUPPLIES	103654-6130 Repair & Maint/Facilities	ACH101216	12.42	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	DOOR LOCK REPAIR SUPPLIES	103654-6130 Repair & Maint/Facilities	ACH101216	38.56	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PAINT	103654-6130 Repair & Maint/Facilities	ACH101216	16.96	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PW SUPPLIES	103654-6130 Repair & Maint/Facilities	ACH101216	57.32	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	TRASH CAN	103654-6130 Repair & Maint/Facilities	ACH101216	283.12	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PATIO PROJECT SUPPLIES	103654-6130 Repair & Maint/Facilities	ACH101216	128.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	TRASH ENCLOSURE MATERIALS	103654-6301 Special Department Supplies	ACH101216	163.49	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	FACILITY REPAIR SUPPLIES	103654-6301 Special Department Supplies	ACH101216	131.42	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	LADDER	103654-6301 Special Department Supplies	ACH101216	94.59	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	JANITORIAL SUPPLIES	103654-6301 Special Department Supplies	ACH101216	31.36	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	FACILITY REPAIR SUPPLIES	103654-6301 Special Department Supplies	ACH101216	59.52	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PW EQUIPMENT	103654-6301 Special Department Supplies	ACH101216	15.92	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	DESK LOCK	103654-6301 Special Department Supplies	ACH101216	29.17	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PATIO LIGHT/FAN	103654-6301 Special Department Supplies	ACH101216	209.29	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CITY HALL SUPPLIES	103654-6301 Special Department Supplies	ACH101216	21.59	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HAND TOWEL DISPENSER	103655-6130 Repair & Maint/Facilities	ACH101216	151.85	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	TREE STAKES	103655-6301 Special Department Supplies	ACH101216	42.94	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	LANDSCAPE MAINT SUPPLIES	103655-6301 Special Department Supplies	ACH101216	53.33	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BALL FIELD DRAIN CLEANER	103655-6301 Special Department Supplies	ACH101216	55.50	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CONCRETE	103655-6301 Special Department Supplies	ACH101216	30.33	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HERITAGE BAND REVIEW SUPPLIES	0044-2067 Heritage Committee	ACH101216	125.90	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CREDIT - DRAIN CLEANER	103655-6301 Special Department Supplies	ACH101216	-33.98	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CD-RS	581573-6301 Special Department Supplies	ACH101216	40.04	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PAINT	103655-6301 Special Department Supplies	ACH101216	14.05	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CREDIT - PLAYGROUND EQUIPMENT	103655-6301 Special Department Supplies	ACH101216	-410.39	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	REC BUS CAR WASH	103658-6134 Vehicle Repair & Maintenance	ACH101216	45.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	NRPA MEMBERSHIP	104070-6245 Meetings & Conferences	ACH101216	60.00	SEPTEMBER 16		00008632	10/13/2016

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EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH101216	23.90	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	GOMEZ POOL KEY	104071-6301 Special Department Supplies	ACH101216	12.77	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH101216	87.10	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	P.A.R.K.S SUPPLIES	104071-6301 Special Department Supplies	ACH101216	92.78	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	SR CENTER SUPPLIES	104071-6301 / 79278-6301 Special Department Supplies	ACH101216	87.83	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	HERITAGE SUPPLIES	104071-6301 / 79392-6301 Special Department Supplies	ACH101216	45.45	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	MEETING SUPPLIES	104072-6301 Special Department Supplies	ACH101216	53.19	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BROWN BAG MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH101216	122.51	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BROWN BAG MEETING MEALS	109595-6301 Special Department Supplies	ACH101216	380.51	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	BROWN BAG MEETING SUPPLIES	109595-6301 Special Department Supplies	ACH101216	60.76	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	COASTER HOLDERS	109595-6999 Other Expenditure	ACH101216	223.23	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	PHOTO FRAMING SERVICES	109595-6999 Other Expenditure	ACH101216	220.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	ENGRAVING SERVICES	109595-6999 Other Expenditure	ACH101216	50.00	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	TREE STAKES	296561-6130 Repair & Maint/Facilities	ACH101216	71.09	SEPTEMBER 16		00008632	10/13/2016
EP	BANK OF AMERICA V008741	CD-R INK	581573-6301 Special Department Supplies	ACH101216	18.12	SEPTEMBER 16		00008632	10/13/2016

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EP	ICMA RETIREMENT TRUST V000496	P/E 10/8/16 PD DATE 10/14/16	0029-2170 Deferred Comp Payable - ICMA	Check Total: PY16021	17,020.88	2995/1601021		00008633	10/17/2016
EP	ICMA RETIREMENT TRUST V000496	P/E 10/8/16 PD DATE 10/14/16	0010-2170 Deferred Comp Payable - ICMA	PY16021	13,712.48	2995/1601021		00008633	10/17/2016
EP	ICMA RETIREMENT TRUST V000496	P/E 10/8/16 PD DATE 10/14/16	0037-2170 Deferred Comp Payable - ICMA	PY16021	7.50	2995/1601021		00008633	10/17/2016
EP	ICMA RETIREMENT TRUST V000496	P/E 10/8/16 PD DATE 10/14/16	0048-2170 Deferred Comp Payable - ICMA	PY16021	274.15	2995/1601021		00008633	10/17/2016
EP	ACOSTA, JOAQUIN E000017	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	14,070.30	NOVEMBER 16		00008634	11/01/2016
EP	ALDWIR, MAMOUN E000113	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	223.00	NOVEMBER 16		00008635	11/01/2016
EP	ANDERSON, MARLA E000071	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	1,427.15	NOVEMBER 16		00008636	11/01/2016
EP	ARMSTRONG, JOHN T E000046	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	572.00	NOVEMBER 16		00008637	11/01/2016
EP	AUDISS, JAY SCOTT E000125	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	572.00	NOVEMBER 16		00008638	11/01/2016
EP	BABCOCK, CHARLES A E000015	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Check Total: ACH101916	1,575.00	NOVEMBER 16		00008639	11/01/2016
EP	BEALS, SHARLENE	NOV MEDICAL REIMBURSEMENT	395083-5161	Check Total: ACH101916	295.00	NOVEMBER 16		00008640	11/01/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000076		Health Insurance Premiums						
EP	BERMUDEZ, ALBERT E000124	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>223.00</b> 441.53	NOVEMBER 16		00008641	11/01/2016
EP	BONESHANS, DENNIS E000020	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>441.53</b> 223.00	NOVEMBER 16		00008642	11/01/2016
EP	BUNNELL, DONALD E000062	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>223.00</b> 572.00	NOVEMBER 16		00008643	11/01/2016
EP	BURGNER, ARTHUR E000074	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>572.00</b> 572.00	NOVEMBER 16		00008644	11/01/2016
EP	CHANDLER, JOHN P E000109	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>572.00</b> 1,204.00	NOVEMBER 16		00008645	11/01/2016
EP	CHANG, ROBERT E000107	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>1,204.00</b> 1,564.00	NOVEMBER 16		00008646	11/01/2016
EP	COBBETT, GEOFFREY E000007	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>1,564.00</b> 572.00	NOVEMBER 16		00008647	11/01/2016
EP	COOK, ARLENE M E000018	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>572.00</b> 572.00	NOVEMBER 16		00008648	11/01/2016
EP	D'AMATO, ROBERT E000056	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACHI01916	<b>572.00</b> 223.00	NOVEMBER 16		00008649	11/01/2016

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EP	DAVID, PRESTON E000112	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,174.00	NOVEMBER 16		00008650	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	DAVIS, CAROLYN E000005	DEC MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008651	11/01/2016
				<b>Check Total:</b>	<b>1,174.00</b>				
EP	DELOS SANTOS, JAMIE E000045	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,174.00	NOVEMBER 16		00008652	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	DICKSON, ROBERTA JO E000011	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	223.00	NOVEMBER 16		00008653	11/01/2016
				<b>Check Total:</b>	<b>1,174.00</b>				
EP	DOWNEY, CAROL E000082	DEC MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008654	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	ECKENRODE, NORMAN E000029	DEC MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008655	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	ELSTRO, ANN M E000027	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008656	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	ESCOBOSA, LILLIAN E000055	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008657	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	ESPINOZA, ROSALINDA E000016	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	525.00	NOVEMBER 16		00008658	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	FISCHER, HAROLD A	NOV MEDICAL REIMBURSEMENT	395083-5161	ACH101916	712.00	NOVEMBER 16		00008659	11/01/2016
				<b>Check Total:</b>	<b>525.00</b>				

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000023		Health Insurance Premiums						
EP	FRICKE, JUERGEN E000075	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008660	11/01/2016
				<b>Check Total:</b>	<b>712.00</b>				
EP	FULLER, GLENN H E000081	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008661	11/01/2016
				<b>Check Total:</b>	<b>712.00</b>				
EP	GALLANT, KAREN E000008	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008662	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	GARNER, JO ANN E000047	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008663	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	GARNER, KITTY E000080	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	873.00	NOVEMBER 16		00008664	11/01/2016
				<b>Check Total:</b>	<b>873.00</b>				
EP	GOMEZ, DANIEL E000049	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008665	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	GRIMM, DENNIS L E000042	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	539.00	NOVEMBER 16		00008666	11/01/2016
				<b>Check Total:</b>	<b>539.00</b>				
EP	HOCH, ELEANOR M E000078	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	223.00	NOVEMBER 16		00008667	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	HOLTSLAW, KATHERINE E000121	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	525.00	NOVEMBER 16		00008668	11/01/2016
				<b>Check Total:</b>	<b>525.00</b>				

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EP	IRVINE, SUZETTE E000019	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008669	11/01/2016
			<b>Check Total:</b>		<b>572.00</b>				
EP	JENKINS, ROBERT E000084	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008670	11/01/2016
			<b>Check Total:</b>		<b>712.00</b>				
EP	JOHNSON, SHARON E000099	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008671	11/01/2016
			<b>Check Total:</b>		<b>572.00</b>				
EP	JONES, ROBERT E000053	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	195.98	NOVEMBER 16		00008672	11/01/2016
			<b>Check Total:</b>		<b>195.98</b>				
EP	JUDD, TERRELL E000115	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,564.00	NOVEMBER 16		00008673	11/01/2016
			<b>Check Total:</b>		<b>1,564.00</b>				
EP	KIRKLAND, RICHARD L E000110	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	195.98	NOVEMBER 16		00008674	11/01/2016
			<b>Check Total:</b>		<b>195.98</b>				
EP	LITTLE, DIANE M E000098	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	539.00	NOVEMBER 16		00008675	11/01/2016
			<b>Check Total:</b>		<b>539.00</b>				
EP	LOOMIS, CORINNE E000122	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	525.00	NOVEMBER 16		00008676	11/01/2016
			<b>Check Total:</b>		<b>525.00</b>				
EP	LOWREY, B J E000041	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	295.00	NOVEMBER 16		00008677	11/01/2016
			<b>Check Total:</b>		<b>295.00</b>				
EP	MAERTZWEILER, MICHAEL DEC	DEC MEDICAL REIMBURSEMENT	395083-5161	ACH101916	572.00	NOVEMBER 16		00008678	11/01/2016
			<b>Check Total:</b>		<b>572.00</b>				

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	E000032		Health Insurance Premiums						
EP	MANNING, VEDA M E000063	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>572.00</b>	223.00	NOVEMBER 16	00008679	11/01/2016
EP	MARMOLEJO, PACO E000068	MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>223.00</b>	6,256.00	NOVEMBER 16	00008680	11/01/2016
EP	MILANO, JAMES E000054	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>6,256.00</b>	572.00	NOVEMBER 16	00008681	11/01/2016
EP	MILLER, RICHARD E000106	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>572.00</b>	1,204.00	NOVEMBER 16	00008682	11/01/2016
EP	MOORE, LARRY W E000044	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>1,204.00</b>	223.00	NOVEMBER 16	00008683	11/01/2016
EP	OLEA, ARLENE J E000014	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>223.00</b>	1,174.00	NOVEMBER 16	00008684	11/01/2016
EP	ORTEGA, MANUEL E E000100	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>1,174.00</b>	697.00	NOVEMBER 16	00008685	11/01/2016
EP	PALMER, GEORGE E000094	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>697.00</b>	960.00	NOVEMBER 16	00008686	11/01/2016
EP	PASCUA, RAYNALD E000114	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	<b>960.00</b>	1,564.00	NOVEMBER 16	00008687	11/01/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
				<b>Check Total:</b>	<b>1,564.00</b>				
EP	PASPALL, MIHAJLO E000085	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	516.96	NOVEMBER 16		00008688	11/01/2016
				<b>Check Total:</b>	<b>516.96</b>				
EP	PEREZ, ROBERT E000111	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	195.98	NOVEMBER 16		00008689	11/01/2016
				<b>Check Total:</b>	<b>195.98</b>				
EP	PICHON, WALTER E000103	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	283.04	NOVEMBER 16		00008690	11/01/2016
				<b>Check Total:</b>	<b>283.04</b>				
EP	PINEDA, MATEO E000127	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	777.28	NOVEMBER 16		00008691	11/01/2016
				<b>Check Total:</b>	<b>777.28</b>				
EP	PONCE, EDMUND M E000040	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	223.00	NOVEMBER 16		00008692	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	REDIFER, KIM R E000022	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008693	11/01/2016
				<b>Check Total:</b>	<b>712.00</b>				
EP	RENDEN, BRIAN E000083	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,008.06	NOVEMBER 16		00008694	11/01/2016
				<b>Check Total:</b>	<b>1,008.06</b>				
EP	REYES, ROGER T E000024	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008695	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	RICE, RUSSELL J E000059	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,174.00	NOVEMBER 16		00008696	11/01/2016
				<b>Check Total:</b>	<b>1,174.00</b>				
EP	RISHER, THOMAS A	NOV MEDICAL REIMBURSEMENT	395083-5161	ACH101916	572.00	NOVEMBER 16		00008697	11/01/2016

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Ref #	Ref Date
	E000013		Health Insurance Premiums						
EP	RIVERA, AIDA E000026	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	572.00	NOVEMBER 16		00008698	11/01/2016
EP	ROACH, MICHAEL E000105	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	223.00	NOVEMBER 16		00008699	11/01/2016
EP	ROBB, SANDRA E000043	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	1,204.00	NOVEMBER 16		00008700	11/01/2016
EP	ROBERTSON, JAMES S E000093	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	572.00	NOVEMBER 16		00008701	11/01/2016
EP	ROKOSZ, KEN A E000035	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	241.38	NOVEMBER 16		00008702	11/01/2016
EP	ROSE, RICHARD D E000050	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	525.00	NOVEMBER 16		00008703	11/01/2016
EP	SALE, LEE R E000031	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	920.00	NOVEMBER 16		00008704	11/01/2016
EP	SANCHEZ, LAURA E000058	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	572.00	NOVEMBER 16		00008705	11/01/2016
EP	SANGOLUISA, ZORA G E000048	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Check Total:</b> ACH101916	223.00	NOVEMBER 16		00008706	11/01/2016

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EP	SCHLIEDER, BEVERLY E000120	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,431.75	NOVEMBER 16		00008707	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	SMITH, WARD E000128	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,564.00	NOVEMBER 16		00008708	11/01/2016
				<b>Check Total:</b>	<b>1,431.75</b>				
EP	SOMOYA, JOHN P E000089	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008709	11/01/2016
				<b>Check Total:</b>	<b>1,564.00</b>				
EP	SOTO, PHILIP J E000052	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008710	11/01/2016
				<b>Check Total:</b>	<b>712.00</b>				
EP	SPRAGUE, GARY A E000064	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,575.00	NOVEMBER 16		00008711	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	STEPHEN, JEFFREY E000119	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,448.13	NOVEMBER 16		00008712	11/01/2016
				<b>Check Total:</b>	<b>1,575.00</b>				
EP	TAYLOR, DAVID M E000088	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	539.00	NOVEMBER 16		00008713	11/01/2016
				<b>Check Total:</b>	<b>1,448.13</b>				
EP	TAYLOR, LINDA E000126	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	473.75	NOVEMBER 16		00008714	11/01/2016
				<b>Check Total:</b>	<b>539.00</b>				
EP	THOMANN, DARYLL L E000101	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	607.76	NOVEMBER 16		00008715	11/01/2016
				<b>Check Total:</b>	<b>473.75</b>				
EP	TRIFOS, WILLIAM	NOV MEDICAL REIMBURSEMENT	395083-5161	ACH101916	1,575.00	NOVEMBER 16		00008716	11/01/2016
				<b>Check Total:</b>	<b>607.76</b>				

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	E000104		Health Insurance Premiums						
EP	VALENTINE, THOMAS E000118	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,575.00	NOVEMBER 16		00008717	11/01/2016
				<b>Check Total:</b>	<b>1,204.00</b>				
EP	VERSTYNEN, WILLIAM E000092	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	195.98	NOVEMBER 16		00008718	11/01/2016
				<b>Check Total:</b>	<b>195.98</b>				
EP	WAHL, KATHLEEN A E000030	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	223.00	NOVEMBER 16		00008719	11/01/2016
				<b>Check Total:</b>	<b>223.00</b>				
EP	WIEST, STEPHEN E000079	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	572.00	NOVEMBER 16		00008720	11/01/2016
				<b>Check Total:</b>	<b>572.00</b>				
EP	WORDEN, LARRY M E000116	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,008.06	NOVEMBER 16		00008721	11/01/2016
				<b>Check Total:</b>	<b>1,008.06</b>				
EP	YAMAGUCHI, BRIAN E000123	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	1,204.00	NOVEMBER 16		00008722	11/01/2016
				<b>Check Total:</b>	<b>1,204.00</b>				
EP	ZAMORA, JERRY E000037	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	712.00	NOVEMBER 16		00008723	11/01/2016
				<b>Check Total:</b>	<b>712.00</b>				
EP	ZINN, JOHN E000009	NOV MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	ACH101916	962.66	NOVEMBER 16		00008724	11/01/2016
				<b>Check Total:</b>	<b>962.66</b>				
				<b>Type Total:</b>	<b>100,826.61</b>				
				<b>Check Total:</b>	<b>100,826.61</b>				



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: ACTING DIRECTOR OF PUBLIC WORKS

DATE: NOVEMBER 1, 2016

SUBJECT: **RESOLUTION ESTABLISHING FEDERAL FUNDING DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION LEVEL GOALS FOR FISCAL YEAR 2016-17**

FISCAL IMPACT: NONE

### **SUMMARY:**

In order to maintain its eligibility to receive Federal transportation funds, the City is required to establish an Annual Anticipated Disadvantaged Business Enterprise Participation Level (AADPL), and a corresponding Availability Advisory Percentage for Disadvantaged Business Enterprise (DBE) participation. This process requires that the City make a good faith effort to attract qualified minority or female-owned businesses to bid on City projects. This action adopts a resolution setting DBE participation level goals for Federal Fiscal Year 2016-17. Both the Golden Avenue Bridge Replacement Project and the Placentia Avenue Street Rehabilitation Project will utilize Federal transportation grant funding, thus the need for the City to adopt the attached resolution and authorization to submit all of the required DBE documentation to the California Department of Transportation (Caltrans).

### **RECOMMENDATION:**

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

1. Adopt Resolution R-2016-xx, A Resolution of the City Council of the City of Placentia approving and adopting the anticipated Disadvantaged Business Enterprise (DBE) participation levels for Federal Fiscal Year (FFY) 2016-17; and
2. Authorize the City Administrator to execute Exhibit 9B and all other DBE documents required.

### **DISCUSSION:**

The DBE program as required by 49 CFR Part 26 defines disadvantaged businesses and percentage goals for federally funded or assisted public works contracts to be awarded each year. Caltrans is responsible for local agency oversight on DBE program implementation, and as such, has the responsibility of overseeing the City's DBE Program. The DBE Program is intended to ensure a level playing field among the construction contracting community, and foster equal

**1.c.**  
**November 1, 2016**

opportunity in federal-aid contracts. On May 1, 2006, the City of Placentia implemented a wholly race-neutral Disadvantaged Business Enterprise (DBE) program in accordance with directives issued by Caltrans.

Each year, the City is required to submit an approved resolution (Attachment 1) and the AADPL calculation and methodology used in establishing the City's anticipated DBE percentage goal specifically for each project in order to be eligible for Federal funding. The methodology and calculation used to determine the AADPL is outlined in Local Agency DBE Annual Submittal Form (Attachment 2).

In past years the City set an Annual Anticipated DBE percentage goal for the entire Federal Fiscal Year. The "DBE Availability Advisory Percentages" represent the level of DBE participation that could reasonably be expected on individual federal-aid contracts. The City currently has two (2) federally-funded transportation projects. A construction contract for the Placentia Avenue Street Rehabilitation Project is expected to be presented to the City Council for its consideration in early 2017 and an engineering design services contract for the Golden Avenue Bridge Replacement Project is anticipated to be presented for consideration in December 2016. The DBE goal for the Golden Avenue Bridge project is 20% and the DBE goal for the Placentia Avenue rehabilitation project is 9%

Prepared by:

  
Young Park  
Contract City Engineer

Reviewed and approved:

  
Luis Estevez  
Acting Director of Public Works

Reviewed and approved:

  
Damien R. Arrula  
City Administrator

Attachments:

1. Resolution R-2016-XX
2. Local Agency DBE Annual Submittal Exhibit 9-B

**RESOLUTION NO. R-2016-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF PLACENTIA APPROVING AND ADOPTING THE  
ANTICIPATED DISADVANTAGED BUSINESS ENTERPRISE  
(DBE) PARTICIPATION LEVELS FOR FEDERAL FISCAL  
YEAR (FFY) 2016/17**

**A. Recitals.**

(i) The City Council of the City of Placentia, California (the "City") hereby finds, determines, declares, and resolves as follows:

(ii) The City of Placentia is required to develop and submit an Anticipated DBE Participation Level for each project that utilizes Federal Funding, including DBE Availability Advisory Percentages for DOT-assisted contracts, as a condition of federal financial assistance, pursuant to the State of California's Department of Transportation's ("Caltrans") Race-Conscious Program directives; and

(iii) In accordance with DBE regulations, the City of Placentia has developed a narrowly tailored Anticipated DBE Participation Level of 9% for the Placentia Avenue Rehabilitation Project and 20% for the Golden Avenue Bridge Replacement Project for FFY 2016/17; and

(iv) City Council adoption is required to adopt this resolution to ensure compliance with Department of Transportation federal funding requirements, provisions and financial responsibilities.

**B. Resolution.**

NOW, THEREFORE, BE IT RESOLVED, that the Placentia City Council does hereby adopt the Anticipated DBE Participation Level goals of 9% for the Placentia Avenue Street Rehabilitation project and 20% for the Golden Avenue Bridge Replacement Project for FFY 2016/17; authorize the Mayor to execute this resolution and submit such along with any other relevant information to Caltrans on behalf of the City of Placentia; and authorize the Mayor or City Administrator to execute any implementing documents on behalf of the City.

**PASSED and ADOPTED this 1<sup>ST</sup> day of November, 2016.**

\_\_\_\_\_  
JEREMY B. YAMAGUCHI, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICK J. MELIA, CITY CLERK

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, PATRICK J. MELIA, City Clerk of the City of Placentia, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Placentia, held on the 1<sup>st</sup> day of November, 2016, by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

\_\_\_\_\_  
PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CHRISTIAN L. BETTENHAUSEN, CITY ATTORNEY

**EXHIBIT 9-B LOCAL AGENCY DBE ANNUAL SUBMITTAL FORM**

Monroe Johnson  
Office of Local Assistance  
Caltrans – District 12  
3347 Michelson Drive, Suite 100  
Irvine, CA 92612-8894

The information for Exhibit 9-B presented herein, in accordance with Title 49 of the Code of Federal Regulations (CFR), Part 26, and the State of California Department of Transportation (Caltrans) Disadvantaged Business Enterprise (DBE) Program Plan.

The City of City of Placentia  
submits our annual 9-B information for the Federal Fiscal Year 2016/2017, beginning on October 1 and ending on September 30.

**Disadvantaged Business Enterprise Liaison Officer (DBELO)**

The City of Placentia (DBELO) is Luis Estevez, 401 East Chapman Avenue, Placentia, CA 92870, phone number 714-993-8120, fax number 714-961-0283 and email address is [lestevez@placentia.org](mailto:lestevez@placentia.org).

**Planned Race-neutral Measures**

Race-neutral means include, but are not limited to, the following:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE, and other small businesses, participation (e.g., unbundling large contracts to make them more accessible to small businesses, requiring or encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces);
2. Providing assistance in overcoming limitations such as inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing);
3. Providing technical assistance and other services;
4. Carrying out information and communication programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists of bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate);
5. Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses;
6. Providing services to help DBEs, and other small businesses, improve long-term development, increase opportunities to participate in a variety of types of work, handle increasingly significant projects, and achieve eventual self-sufficiency;
7. Establishing a program to assist new, start-up firms, particularly in fields in which DBE participation has historically been low;
8. Ensuring distribution of your DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors; and
9. Assisting DBEs, and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

Prompt Pay

Federal regulation 49 CFR 26.29 requires one of three methods be used in federal-aid contracts to ensure prompt and full payment of any retainage kept by the prime contractor or subcontractor to a subcontractor. (Attached is a listing of the three methods. On the attachment, please designate which prompt payment provision the local agency will use.)

Prompt Pay Enforcement Mechanism

49 CFR 26.29(d) requires providing appropriate means to enforce prompt payment. These means may include appropriate penalties for failure to comply with the terms and conditions of the contract. The means may also provide that any delay or postponement of payment among the parties may take place only for good cause with the local agency's prior written approval.

The City of Placentia shall require contractors and subcontractors to be timely paid as set forth in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10-days are applicable unless a longer period is agreed to in writing. Any delay or postponement of payment over 30 days may take place only for good cause and with the agency's prior written approval. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies of that Section. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance, and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Damien R. Arrula, City Administrator,  
(Print Name and Title)  
ADMINISTERING AGENCY

714-993-8236  
(Phone Number)

(Authorized Governing Body Representative)

\_\_\_\_\_  
(Signature of Caltrans District Local Assistance Engineer)

\_\_\_\_\_  
(Date)

**Distribution:** (1) Original – DLAE  
(2) Signed copy by the DLAE – Local Agency

(Attachment)

**Prompt Payment of Withheld Funds to  
Subcontractors**

Federal regulation (49 CFR 26.29) requires one of the following three methods be used in federal-aid contracts to ensure prompt and full payment of any retainage kept by the prime contractor or subcontractor to a subcontractor.

Please check the box of the method chosen by the local agency to ensure prompt and full payment of any retainage.

- Method 1:** No retainage will be held by the agency from progress payments due to the prime contractor. Prime contractors and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
- Method 2:** No retainage will be held by the agency from progress payments due to the prime contractor. Any retainage kept by the prime contractor or by a subcontractor must be paid in full to the earning subcontractor in 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
- Method 3:** The agency shall hold retainage from the prime contractor and shall make prompt and regular incremental acceptances of portions, as determined by the agency of the contract work and pay retainage to the prime contractor based on these acceptances. The prime contractor or subcontractor shall return all monies withheld in retention from all subcontractors within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the agency. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating prime contractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor; deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.



# Placentia City Council

## **AGENDA REPORT**

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: CHIEF OF POLICE

DATE: NOVEMBER 1, 2016

SUBJECT: **AWARD OF CONTRACT FOR OFFICIAL TOW SERVICE AND ISSUANCE OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY**

FISCAL  
IMPACT: EXPENSE: NONE  
OFFSETTING REVENUE: \$32,500.00 (ANNUALLY) FOR VEHICLE TOWING ADMINISTRATIVE COST RECOVERY FEE

### **SUMMARY:**

The Placentia Municipal Code, Chapter 6.76, provides for the establishment of an official tow service provider and for the issuance of a Certificate of Public Convenience and Necessity for such services. In 2014 a Request for Proposal/Statement of Qualifications (RFP/SOQ) was solicited for towing services for the City of Placentia Police Department. A total of three (3) tow companies submitted proposals to the Police Department for consideration. Two (2) companies were awarded Certificates of Public Convenience and Necessity and contracts. Recently, one (1) of these designated official tow companies has ceased operations and is unable to fulfill the remaining term of the contract with the City. This action will award a contract to Hadley Tow, the third bidder during the last RFP/SOQ, as an official tow service for the City of Placentia for the remainder of the contract term.

### **RECOMMENDATION:**

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

1. Adopt Resolution No. R-2016-XX, A Resolution of the City Council of the City of Placentia issuing Certificates of Public Convenience and Necessity and approving official tow service agreement; and
2. Approve the Official Tow Service Agreement with Hadley Tow and Exhibit A (Schedule of Rates) and authorize the Mayor to execute such agreement.

**1.d.**  
**November 1, 2016**

**DISCUSSION:**

Placentia Municipal Code Chapter 6.76 provides for the establishment of an official tow service and for the issuance of a Certificate of Public Convenience and Necessity for such services. An RFP/SOQ (#01-2014) was issued on July 9, 2014 and was posted on both the City's and Police Department's web sites. Responses to the RFP/SOQ were evaluated on the basis of various factors including, but not limited to: demonstrated financial strength, quality of the proposer's existing or proposed facilities, equipment / personnel, demonstrated and successful completion of services of similar scope and size; other cities and clients' evaluations of the proposer's prior or current services and any actions taken by such cities or clients regarding the proposer; demonstrated safety record for the proposer's tow vehicles and employees; and the degree to which the proposer ascertained and addressed the City's needs and priorities.

A total of three (3) proposals were received by the closing date. All proposers were notified within the RFP/SOQ that the City of Placentia reserves the right to reject any or all proposals, to waive any informality or irregularity in any proposal received, and to be the sole judge of the merits of the respective proposals received. Of the three (3) proposals submitted, two (2) were awarded the Certificate of Public Convenience and Necessity and awarded contracts as an official tow service of the Placentia Police Department.

The Tow Service Agreement outlines the contractual agreement between the City and each official tow company regarding the duties and responsibilities as independent contractors, for purposes of providing police towing and vehicle impound and storage services for the City of Placentia, pursuant to the terms and provisions set forth within the agreement.

Section 39.0 CHARGES, describes all charges for towing, impound, storage, and other services required to be performed by the official tow service(s) under the terms and conditions of the Tow Service Agreement and shall not exceed those charges approved by the City. Exhibit "A", Schedule of Rates, of this report is the recommended list of allowable charges for those services as described. The California Highway Patrol's (CHP) TSA (14-15) survey for this area is used as a guide to ensure the rates are comparable and within the rules set forth within the CHP's TSA (Section 12.B). These rates have remained unchanged for 2016.

In addition, for towing services for vehicles impounded by the Police Department to a City-operated storage facility (i.e., 30-day impounds), each Official Tow Service shall be compensated at a rate that coincides with the type of work performed for a minimum of one hour. If the vehicle in question is subject to lien sale, the Official Tow Service shall be compensated at the rate of fifty-five percent (55%) of the applicable towing rate.

Recently, one (1) of the official tow companies that was awarded a contract in 2014 has ceased operations and is unable to fulfill the remainder of its contract with the City of Placentia. In an effort to maintain two (2) official tow services for optimum efficiency, Staff recommends awarding a Certificate of Public Convenience and Necessity and a contract to Hadley Tow, the third bidder in the 2014 RFP/SOQ, to fulfill the remainder of the tow service term. The original three (3) year term ends on October 31, 2017. Two (2) additional one (1) year terms are allowable under the contract before another RFP/SOQ for official tow services is required.

Hadley Tow has extensive experience within the towing industry, can offer an array of services, and is within a short distance of the City. Staff conducted an investigation of Hadley Tow to insure that it met the qualifications of the contract, including vehicle standards and site location compliance. Fingerprint checks of the owner of the company revealed no prior arrests or convictions. Hadley Tow is located at 1090 N. Parker Street in the city of Orange and is less than five (5) miles from the Police Department. Hadley Tow has been in the towing business for over sixty (60) years. Based on the information provided within the proposal submitted; the site and vehicle inspection approval; tenure, and finally the demonstrated knowledge and understanding of the City of Placentia's needs, staff concludes Hadley Tow meets the requirements outlined within the RFP/SOQ.

**FISCAL IMPACT:**

Revenue: \$32,500.00 (Annually) for Vehicle Towing Administrative Cost Recovery Fee payable in quarterly payments of \$8,125.00 payable by Hadley Tow.

Prepared by:



Captain Eric Point  
Operations Division Commander

Reviewed and approved:



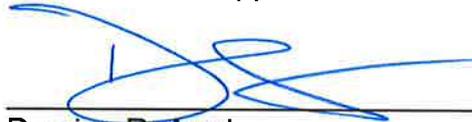
Darin Lenyi  
Chief of Police

Reviewed and approved:



Larry Schroeder  
Interim Chief Financial Officer

Reviewed and approved:



Damien R. Arrula  
City Administrator

- Attachments:** 1. Resolution No. R-2016-\_\_\_\_  
2. 2016 Tow Service Agreement  
3. Exhibit "A" – Schedule of Rates

**RESOLUTION NO. R-2016-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACENTIA ISSUING CERTIFICATES OF PUBLIC CONVENIENCE AND NECESSITY AND APPROVING OFFICIAL TOW SERVICE AGREEMENT.**

**A. Recitals.**

(i) Chapter 6.76 of the Placentia Municipal Code, provides for the establishment of official tow service provider(s) and for the issuance of a Certificate(s) of Public Convenience and Necessity for such services.

(ii) The Chief of Police issued a Request for Proposal/Statement of Qualifications ("RFP/SOQ") to provide for services for the City of Placentia Police Department to tow and store vehicles involved in accidents or disabled for other causes (when alternate towing is either not appropriate or is not requested by the owner or operator of the vehicle), towing and/or storing of vehicles which for other reasons are within the jurisdiction of the Placentia Police Department, including, but not limited to the towing of improperly parked vehicles, vehicles that obstruct or impede the flow of traffic, emergency lanes or walkways, and/or handicapped parking spaces, impounded/forfeited vehicles, and/or vehicles seized as evidence.

(iii) Hadley Towing has complied, in all particulars, with the requirements of Chapter 6.76 and has agreed to enter into Official Tow Service Agreement, including payment of a fee to the City for the provision of said official tow services.

(iv) All legal prerequisites to the adoption of this Resolution have occurred.

**B. Resolution.**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. The Recitals set forth in this Resolution are true and correct.

2. The City Council hereby issues a Certificate of Public Convenience and Necessity to Hadley Towing and approves the Official Tow Service Agreement submitted on behalf of Hadley Towing, and authorizes and directs the Mayor to execute said Agreement.

3. The Chief Financial Officer, upon final execution of the Official Tow Service Agreements, shall issue a business license to Hadley Towing without further cost.

PASSED AND ADOPTED this 1<sup>st</sup> day of November, 2016.

---

JEREMY B. YAMAGUCHI, MAYOR

ATTEST:

---

PATRICK J. MELIA, CITY CLERK

I, Patrick J. Melia, City Clerk of the City of Placentia, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Placentia, held on the 1<sup>st</sup> day of November, 2016, by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

---

PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM:

---

CHRISTAIN L. BETTENHAUSEN, CITY ATTORNEY

**CITY OF PLACENTIA CONTRACT  
OFFICIAL TOW SERVICE**

Contractor: Hadley Tow      Effective Date: November 1, 2016

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**CITY OF PLACENTIA  
OFFICIAL TOW SERVICE  
AGREEMENT**

This Official Tow Service Agreement (“Agreement”) is made and entered into this 1<sup>st</sup> day of November, 2016 by and between the City of Placentia, a Municipal Corporation (“CITY”) and Hadley Towing (“OFFICIAL TOW SERVICE”) (the “Parties” collectively). Any reference herein to “DEPARTMENT” shall be deemed to refer to the City of Placentia Police Department.

**A. Recitals.**

(i). DEPARTMENT requires prompt and efficient towing services on a regular basis in the performance of its emergency response and traffic control duties, including response to, and investigation of, vehicular accidents.

(ii). In order to provide appropriate towing services, CITY has approved the use of certain towing service companies, pursuant to contract with CITY, to provide requisite towing services pursuant to the provisions of Chapter 6.76 of the Placentia Municipal Code, City of Placentia Request for Proposals/Statement of Qualifications for Official Tow Services No. RFP/SOQ 01-2014 (“RFP/SOQ”) and the terms and provisions herein contained. The RFP/SOQ and Response to RFP/SOQ submitted by OFFICIAL TOW SERVICE pursuant thereto hereby are incorporated and made a part of this Agreement as though fully set forth herein. Should any inconsistency occur or exist in this Agreement and the provisions of the Placentia Municipal Code, then the provisions of this Agreement shall control.

(iii). OFFICIAL TOW SERVICE owns or leases tow trucks and related equipment and vehicles and employs personnel that are capable of providing vehicle towing and storage services to CITY.

(iv). CITY desires to retain and designate OFFICIAL TOW SERVICE and OFFICIAL TOW SERVICE desires to accept and be retained by CITY, as an independent contractor, for purposes of providing police towing and vehicle impound and storage services for CITY, pursuant to the terms and provisions set forth herein.

**B. Agreement.**

NOW, THEREFORE, in consideration of the mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

In all respects as set forth in the Recitals, Part A., of this Agreement.

## **1.0. SCOPE OF SERVICES.**

1.1. OFFICIAL TOW SERVICE shall perform vehicle towing, impound, and storage services as directed by DEPARTMENT, in addition to such other services as required by this Agreement, and shall provide necessary storage facilities, tow services, labor, materials, equipment, machinery and tools. Specific services include, but are not limited to, towing of improperly parked vehicles, vehicles that obstruct or impede the flow of traffic or emergency lanes, walkways, and handicapped parking spaces, police impounds, seizure of evidence and motor vehicle accident response.

1.2. OFFICIAL TOW SERVICE shall comply with all State laws that regulate tow units and the impounding, towing, storage, selling or junking of vehicles.

1.3. OFFICIAL TOW SERVICE is hereby designated as an authorized tow service provider for CITY. All trucks, personnel, and equipment used by OFFICIAL TOW SERVICE in the performance of this Agreement shall be owned by or leased to OFFICIAL TOW SERVICE and shall be subject to all provisions herein set forth.

1.4. OFFICIAL TOW SERVICE acknowledges and agrees that this Agreement to provide tow services is non-exclusive. CITY intends to concurrently contract with at least one other tow service provider and shall utilize the services of each such tow service provider as CITY, in its sole discretion, deems appropriate.

## **2.0. CONSIDERATION.**

In consideration of OFFICIAL TOW SERVICE's agreement to perform services as required herein, CITY agrees that throughout the term of the Agreement, OFFICIAL TOW SERVICE shall have:

2.1. The right to tow, impound, and store vehicles at the direction of DEPARTMENT within the jurisdictional boundaries of CITY, subject to DEPARTMENT's call-for-service system, as the same may be amended from time to time, at DEPARTMENT's sole discretion.

2.2. Nothing herein contained shall deprive the owner or operator of a vehicle from requesting and receiving towing services from a person or entity other than OFFICIAL TOW SERVICE.

2.3. When, in the opinion of DEPARTMENT, an emergency exists, or where OFFICIAL TOW SERVICE is either unable or unwilling, for any reason, to provide adequate or timely tow service, then DEPARTMENT retains the right to call other qualified tow services, which may or may not be under contract with CITY. Under such circumstances, the decision to call another tow service, either under contract or not, shall be at the exclusive discretion of DEPARTMENT.

### **3.0. TERM AND TERMINATION.**

3.1. This Agreement shall remain in effect for one (1) year from the effective date. This Agreement may be reviewed at the conclusion of that one (1) year period and extended for up to two (2) one-year periods by mutual written agreement of the Parties.

3.2. This Agreement may be cancelled by CITY at any time during the term, or any subsequent extension hereof, upon revocation of the Certificate of Convenience and Public Necessity granted pursuant to Chapter 6.76 of the Placentia Municipal Code, upon breach of this Agreement or violation of the provisions of Chapter 6.76 of the Placentia Municipal Code. In the event of termination for cause by CITY, OFFICIAL TOW SERVICE shall be compensated for those services that have been fully and adequately completed and accepted by DEPARTMENT as of the date of termination. OFFICIAL TOW SERVICE shall provide documentation deemed adequate by DEPARTMENT to show the services actually completed by OFFICIAL TOW SERVICE prior to the effective date of termination. Termination of this Agreement for cause may be considered by CITY in determining whether to enter into future agreement with OFFICIAL TOW SERVICE.

3.3. This Agreement may also be terminated without cause upon ninety (90) days written notice provided by either party. In the event CITY should abandon, terminate or suspend OFFICIAL TOW SERVICE's work, OFFICIAL TOW SERVICE shall be entitled to payment for services fully and adequately provided hereunder prior to the effective date of said suspension, termination or abandonment, in accordance with this Agreement. OFFICIAL TOW SERVICE shall provide documentation deemed adequate by DEPARTMENT to show the services actually completed by OFFICIAL TOW SERVICE prior to the effective date of and such suspension, termination or abandonment.

3.4. In the event this Agreement is terminated, in whole or in part, as provided by this Section, CITY may procure, upon such terms and in such manner as it deems appropriate, services similar to those terminated.

3.5. The rights and remedies of the Parties provided in this Section are in addition to any other rights and remedies provided by law or under this Agreement.

### **4.0. LOCATION.**

4.1. All storage facilities utilized to store police-stored or impounded vehicles by OFFICIAL TOW SERVICE shall be located within CITY or within a five-mile radius of the jurisdictional boundaries of CITY.

4.2. All vehicles stored or impounded at the direction of DEPARTMENT shall be towed directly to OFFICIAL TOW SERVICES' impound and storage facilities, unless DEPARTMENT instructs such vehicles be taken to another location.

4.3. Any change in OFFICIAL TOW SERVICE's operating/facility locations shall be reported, in writing, to DEPARTMENT at least thirty (30) days prior to making such change.

## **5.0. PERSONNEL.**

5.1. OFFICIAL TOW SERVICE employees and tow truck operators shall be sufficiently trained and capable of ensuring the safe and proper discharge of their service responsibilities.

5.2. All OFFICIAL TOW SERVICE tow truck operators shall possess valid California Tow Truck Driver certificates and Driver's Licenses in the proper class pursuant to California Vehicle Code §§ 12804.9(b) and 13378 or any successor provision(s) thereto.

5.3. All OFFICIAL TOW SERVICE tow truck operators shall be required to have a safe driving record, be 18 years of age or older, and be subject to driving record and criminal background checks by DEPARTMENT. Within ten (10) days of the effective date of this Agreement, and annually thereafter (within 10 days of the anniversary of the effective date of this Agreement) OFFICIAL TOW SERVICE shall provide to DEPARTMENT a list of its tow truck operators, including driver's license numbers and a State of California Department of Motor Vehicles ("DMV") printout for each tow truck operator. Any subsequent employment of a new tow truck operator shall be reported in writing to DEPARTMENT immediately, including submittal of the above-referenced information.

5.4. OFFICIAL TOW SERVICE shall have an alcohol and drug program that includes at a minimum, maintaining an alcohol and drug free work environment. Any tow truck operator found working under the influence of alcohol or drugs shall immediately be removed from providing any service pursuant to this Agreement.

5.5. OFFICIAL TOW SERVICE shall participate in the DMV Employer Pull Notice Program.

5.6. OFFICIAL TOW SERVICE shall not employ, in the performance of services pursuant to this Agreement, any person convicted of or having pled *nolo contendere* to a crime involving a stolen vehicle, stolen property, violence, drugs or moral turpitude, fraud related to the towing business or vehicle repair, insurance fraud, or misdemeanor or felony driving while under the influence of alcohol or drugs, or the crimes listed in Vehicle Code § 13377 or any successor provision(s). If any employee is charged with any of the above-listed crimes, OFFICIAL TOW SERVICE shall immediately suspend that employee from duties under this Agreement pending the outcome of the criminal case.

5.7. OFFICIAL TOW SERVICE tow truck operators shall maintain acceptable standards of dress, including uniforms, and cleanliness while on duty in the community.

5.8. OFFICIAL TOW SERVICE tow truck operators shall cooperate with and abide by the instructions of DEPARTMENT's officers.

5.9. Each OFFICIAL TOW SERVICE tow truck operator shall obtain from DEPARTMENT a clip-on identification tag which such operator shall wear at all times when performing services pursuant to this Agreement in order to allow ease of tow truck operator identification.

5.10. If any tow truck operator becomes ineligible to provide tow operator services under this Agreement, OFFICIAL TOW SERVICE shall immediately notify DEPARTMENT of such ineligibility and the reason(s) therefore.

#### **6.0. TOWING SERVICE DUTIES.**

After being requested to the scene by DEPARTMENT, OFFICIAL TOW SERVICE tow truck operators shall comply with all of the following:

6.1. Not move nor attach a tow truck to any vehicle until instructed to do so by the investigating officer of DEPARTMENT.

6.2. Cooperate with the investigating officer of DEPARTMENT in removing unsafely and/or illegally parked vehicles from the street, and in the storing or impounding of such vehicles as requested.

6.3. On collision calls, clean up and remove all debris from the accident scene, including but not limited to clean-up and removal of all vehicle fluids in the street with absorbent material, as directed by DEPARTMENT officers and § 27700 of the California Vehicle Code or any successor provision(s).

6.4. Provide the owner or driver of towed vehicles (when present at scene) with an OFFICIAL TOW SERVICE business card indicating where the vehicles will be stored or impounded (including address and telephone number).

6.5. Deliver upon request all personal property located within stored or impounded vehicles upon: (a) presentation of proper identification; and (b) in the case of impounded vehicles, presentation of a personal property release form executed by DEPARTMENT.

#### **7.0. RESPONSE TIME.**

7.1. OFFICIAL TOW SERVICE shall provide a response time of twenty (20) minutes. Response time is the difference between the time OFFICIAL TOW SERVICE is notified and the time a tow truck arrives at the required location. Emergency conditions, as verified by local media or traffic enforcement may be acceptable reasons for not meeting the response time requirement. Equipment or personnel shortage, or lack of availability, are not acceptable reasons for failure to meet response times.

7.2. OFFICIAL TOW SERVICE shall give priority to all DEPARTMENT requests for service.

7.3. OFFICIAL TOW SERVICE dispatcher shall notify DEPARTMENT when a tow vehicle cannot respond immediately, give the reason for the delay, and an estimated time of arrival. In the event of an additional delay, OFFICIAL TOW SERVICE dispatcher shall again notify DEPARTMENT and give the new estimated time of arrival. To ensure a timely response, DEPARTMENT, in its sole discretion, may cancel any call-for-service because of a response delay and may request service from another tow service provider.

7.4. If the tow truck unit(s) has not arrived at the scene within twenty (20) minutes from the time requested, DEPARTMENT, based on the urgency of the field situation, may request a different towing service to respond to the call, whether the different tow service has a contract with CITY or not.

7.5. If OFFICIAL TOW SERVICE telephone or radio is not promptly answered, or if the line is busy when called by DEPARTMENT after two (2) attempts, OFFICIAL TOW SERVICE being called will be bypassed and DEPARTMENT shall select another tow service.

7.6. If, while rendering assistance in response to a DEPARTMENT call for towing, a second DEPARTMENT call for towing is generated to OFFICIAL TOW SERVICE, tow truck operator shall, before responding to the second call, ensure that all vehicles at the first site are sufficiently clear of the roadway so that no obstruction to normal traffic exists. Once the second call is handled to conclusion, the vehicles at the first site may be towed as necessary.

#### **8.0. EQUIPMENT STANDARDS.**

8.1. OFFICIAL TOW SERVICE shall own or have leased to it at least three (3) tow trucks that will be based at its storage facilities located at 201 S. Balcom Avenue, Fullerton, CA 92832 and which trucks shall be available to perform towing services at all times during the term of this Agreement. At least one of said tow trucks shall have a lifting capacity of eight (8) tons.

8.2. OFFICIAL TOW SERVICE shall have at least two (2) rigs of one-ton capacity with rear dual wheels.

8.3. OFFICIAL TOW SERVICE vehicles shall be equipped as tow trucks in compliance with the provisions of the California Vehicle Code including, but not limited to, §§ 615, 24605, 25100, 27700, and 27907 or any successor provision(s) thereto. Tow trucks shall be equipped with red flares, lanterns or reflectors, hand tools, crow-bar, rope, broom, shovel, dustpan, absorbent material for clean-up of hazardous materials, fire extinguisher, portable red tail lights and stop lights for towed vehicles, equipment for opening locked vehicles, and safety chains. All vehicles and all related equipment are required to maintain California Highway Patrol Level I Certification and be able to show proof of such certification.

8.4. All OFFICIAL TOW SERVICE vehicles shall have available adequate equipment to handle large trucks, trailers, tractors and other heavy vehicle equipment. This includes a set of dollies capable of supporting any passenger vehicle.

8.5. OFFICIAL TOW SERVICE vehicles shall have a cable winch of sufficient size and capacity to retrieve vehicles that have gone over embankments or off traveled portions of roadways into remote areas or other difficult locations.

8.6. Motorcycles that are stored, impounded, or towed from a collision scene at the request of DEPARTMENT shall be hauled by a trailer that is designed to carry motorcycles, or by a flatbed truck.

8.7. Any equipment used and maintained by OFFICIAL TOW SERVICE shall be available for inspection by DEPARTMENT upon request. OFFICIAL TOW SERVICE vehicles shall be subject to random inspection by DEPARTMENT.

8.8. OFFICIAL TOW SERVICE shall be equipped for, and have personnel proficient in, unlocking locked vehicles. OFFICIAL TOW SERVICE shall unlock locked vehicles when requested to do so by DEPARTMENT.

8.9. Throughout the term of this Agreement, OFFICIAL TOW SERVICE shall maintain in a neat and clean manner and in good working condition its storage facilities and improvements thereon, and all vehicles, facilities, equipment, and materials used by OFFICIAL TOW SERVICE in the performance of the services required by this Agreement. Any additions to or deletions from the OFFICIAL TOW SERVICE tow truck fleet shall be immediately reported, in writing, to DEPARTMENT.

#### **9.0. COMMUNICATIONS EQUIPMENT.**

9.1. OFFICIAL TOW SERVICE shall install and maintain, to the satisfaction of CITY, at all times during the term of this Agreement, radio transmission and reception contact between OFFICIAL TOW SERVICE dispatcher and each OFFICIAL TOW SERVICE tow vehicle. OFFICIAL TOW SERVICE shall also maintain and staff, on a 24-hour basis, a telephone to receive calls from DEPARTMENT and members of the public.

9.2. Use of Citizen's Band Class D radio equipment by the OFFICIAL TOW SERVICE is prohibited.

9.3. If telephones are the preferred means of communication for receipt of calls from DEPARTMENT, OFFICIAL TOW SERVICE shall provide a list of telephone numbers to be called in order of priority, and immediately upon any change in such telephone numbers or in the priority thereof shall notify DEPARTMENT in writing with the effective date of such change.

#### **10.0. HOURS.**

10.1. OFFICIAL TOW SERVICE shall provide twenty-four (24) hour towing service, seven (7) days a week, during the term of this Agreement.

10.2. OFFICIAL TOW SERVICE shall ensure that there will be an employee on call capable of being present or available for releasing impounded or stored vehicles to the public twenty-four (24) hours a day, seven (7) days a week.

**11.0. VEHICLE IDENTIFICATION.**

11.1. Each OFFICIAL TOW SERVICE vehicle shall display identification signs, in compliance with § 27907 of the California Vehicle Code or any successor provision(s). OFFICIAL TOW SERVICE shall not display any signs or advertising that indicates that OFFICIAL TOW SERVICE is an official towing service or police garage of CITY.

11.2. OFFICIAL TOW SERVICE shall not, through its advertisements or otherwise, in any way publicize any official or other business connection with CITY, nor shall OFFICIAL TOW SERVICE advertise any address or telephone number of CITY as a location or place to call for vehicle towing and storage service.

**12.0. STORAGE SERVICE RESPONSIBILITIES.**

12.1. OFFICIAL TOW SERVICE shall be responsible for all vehicles, accessories and equipment thereon, and all personal property therein, stored by it. It shall be OFFICIAL TOW SERVICE's duty to protect such stored vehicles, accessories, equipment, and property against all loss, damage by fire, theft, or other causes.

12.2. OFFICIAL TOW SERVICE shall be responsible for the negligent acts and omissions of its employees and for any property damage caused by OFFICIAL TOW SERVICE or its employees.

**13.0. STORAGE FACILITY STANDARDS.**

OFFICIAL TOW SERVICE shall make adequate provisions for the security of vehicles and property at its storage facilities, which shall at a minimum consist of all of the following:

13.1. All vehicles shall be stored in a building, or in an area or areas enclosed by a substantial wall or fence. The wall or fence shall be not less than six (6) feet in height, and shall have security features installed in such a manner as to prevent access over the top of the wall/fence, or the wall/fence shall be a minimum of eight (8) feet, provided that it complies with the requirements of § 23.81.100 of the Placentia Municipal Code or any successor provision(s) if within CITY.

13.2. All storage facilities shall be secured at all times and shall be adequately fenced with locked gates and shall have lighting adequate, in the opinion of DEPARTMENT, to maintain facility security.

13.3. The minimum total capacity of OFFICIAL TOW SERVICE storage facilities for storage pursuant to this Agreement shall be spaces for seventy-five (75) vehicles.

13.4. All storage facilities must be approved for security by the Chief of Police, or designee, and available for inspection by the DEPARTMENT at all times upon request of the DEPARTMENT.

13.5. OFFICIAL TOW SERVICE shall not perform any work upon any vehicle without first obtaining written permission from the owner of the vehicle. Notwithstanding the foregoing, all work on impounded vehicles shall be conducted pursuant to § 14 of this Agreement.

13.6. If OFFICIAL TOW SERVICE videotapes or otherwise records images of the storage facility, such videotape and photographs shall be maintained by OFFICIAL TOW SERVICE for at least thirty (30) days.

#### **14.0. IMPOUND VEHICLES - INSIDE STORAGE.**

14.1. Vehicles that have been impounded by order of DEPARTMENT shall not be released, lien sold, worked on, altered, or tampered with, without a written release from DEPARTMENT.

14.2. OFFICIAL TOW SERVICE shall maintain, without charge to DEPARTMENT, separate, fully enclosed, and secured garage storage facilities for a minimum of four (4) vehicles ordered impounded by DEPARTMENT ("Secure Impound").

14.3. DEPARTMENT shall have sole access to the Secure Impound when vehicles are being held for evidence.

14.4. DEPARTMENT shall designate when a vehicle is to be placed within Secure Impound. Vehicles placed into Secure Impound shall not be removed from Secure Impound until approved and authorized in writing by the investigating officer of DEPARTMENT.

14.5. OFFICIAL TOW SERVICE shall notify DEPARTMENT of any vehicles being impounded within CITY pursuant to private party impound requests immediately prior to commencement of the towing of such vehicles.

#### **15.0. RELEASE OF VEHICLES.**

15.1. OFFICIAL TOW SERVICE is responsible for the release of all vehicles impounded or stored by DEPARTMENT. Authority to release impounded or stored vehicles must be obtained from DEPARTMENT, in writing on DEPARTMENT's release form.

#### **16.0. RECORDS.**

16.1. OFFICIAL TOW SERVICE shall record and log the time each call is received, the time of dispatch, and the time of arrival. OFFICIAL TOW SERVICE shall keep, at its place of business, complete and accurate records of all vehicles towed, impounded, or stored at the request of DEPARTMENT, and the amount of charges accrued for each vehicle.

16.2. Record systems must provide for immediate access, upon inquiry by DEPARTMENT, to the following information:

16.2.1. Locate vehicle from DEPARTMENT record number.

16.2.2. Locate vehicle from license number only.

16.2.3. Locate vehicle from make, color, date and location of impound.

16.2.4. Date of filing all lien sale documents with DMV.

16.3. OFFICIAL TOW SERVICE shall submit a report, by the 10<sup>th</sup> day of each month, to DEPARTMENT, which shall include all of the following information for the preceding month:

16.3.1. Total DEPARTMENT impounds and storages.

16.3.2. Number of times dispatched by DEPARTMENT.

16.3.3. Number of calls for service resulting in impounds.

16.3.4. Number of calls for service that resulted in having to spend more than one hour on the call.

#### **17.0. LIENS AND DISPOSALS.**

17.1. OFFICIAL TOW SERVICE shall provide DEPARTMENT with a list of unclaimed vehicles thirty (30) days before they are scheduled to be disposed of or sold. On or before the 10<sup>th</sup> day of each month, OFFICIAL TOW SERVICE shall furnish DEPARTMENT a list of all vehicles that have been sold at lien sales during the previous month, and date of the action. The list shall include the vehicle owner's name, address, vehicle make, year and model, license number, VIN number, and DEPARTMENT record number. Copies of all lien sale documents shall be submitted with such list. The documents shall be dated and include all charges imposed on each sale.

17.2. OFFICIAL TOW SERVICE shall comply with all State law requirements for the disposal of unclaimed vehicles.

#### **18.0. INSPECTION**

18.1. All real property and improvements thereon, and all facilities, equipment, and materials used by OFFICIAL TOW SERVICE in the performance of the services required under this Agreement shall upon request by DEPARTMENT be open to immediate inspection by the Chief of Police or his or her designee.

#### **19.0. MOTORIST ASSISTANCE**

19.1. Whenever a motorist requests tow assistance from the DEPARTMENT and does not specify a particular tow company or membership agency, the service shall, in the sole discretion of DEPARTMENT, be assigned to either OFFICIAL TOW SERVICE or another tow

service company awarded a contract for tow service by CITY. All charges arising out of such assistance assigned to OFFICIAL TOW SERVICE shall be the exclusive responsibility of OFFICIAL TOW SERVICE and the requesting motorist. DEPARTMENT shall not be liable for any charges whatsoever arising out of a motorist assistance call. OFFICIAL TOW SERVICE shall not charge such motorist more than the rates specified in this Agreement.

#### **20.0. RISK.**

20.1. OFFICIAL TOW SERVICE assumes all risk in the event of damage, theft, fire or otherwise, of the vehicles or any other property towed, impounded, or stored by OFFICIAL TOW SERVICE, its employees or agents.

20.2. Notwithstanding any other term or provision herein contained, when responding to a call from DEPARTMENT, OFFICIAL TOW SERVICE shall have no claim whatsoever against CITY or any right to recover from CITY for the cost of any of the services it renders in the performance of this Agreement. OFFICIAL TOW SERVICE shall look solely and exclusively to the owner of the vehicle towed, impounded, or stored for payment of the services provided by the OFFICIAL TOW SERVICE.

20.3. OFFICIAL TOW SERVICE shall assume the entire risk of nonpayment of any service charges incurred pursuant to this Agreement.

#### **21.0. INSOLVENCY.**

21.1. OFFICIAL TOW SERVICE shall not, without the prior written consent of the Chief of Police of CITY, or his or her designee, suffer or permit either the appointment of a receiver to take possession of all, or substantially all of the assets of OFFICIAL TOW SERVICE, or make a general assignment of such assets for the benefit of creditors. Any such action taken or suffered by OFFICIAL TOW SERVICE under any insolvency or bankruptcy proceeding constitutes a breach of contract by OFFICIAL TOW SERVICE, and all property assigned by CITY for safe care shall be "released" to another assigned service provider, as specified by the Chief of Police, or his or her designee, with a reimbursement for towing, storage, and related fees, borne by the service provider assuming the new responsibility.

#### **22.0. SUCCESSORS.**

22.1. Each of the terms and conditions of this Agreement shall inure to the benefit of and shall bind, as the case may be, the Parties hereto, and each and every of their respective heirs, executors, administrators, successors, assigns, and legal representatives of the Parties.

#### **23.0 INDEMNITY.**

23.1. OFFICIAL TOW SERVICE shall protect, defend, indemnify, and hold harmless CITY, its elected and appointed officials, officers, employees and agents, against, without limitation, all claims, demands, debts, obligations, liabilities, judgments, actions, penalties, fines, costs, expenses and attorney's fees of every kind and description arising out of or connected in

any way with OFFICIAL TOW SERVICE's performance under this Agreement, including but not limited to (1) workers' compensation, (2) any claim or action relating to the preparation of vehicles for towing; (3) any claim or action relating to the towing of vehicles; (4) any claim or action relating to the storage, impound, and maintenance activities; and (5) any claim or action relating to the sale or disposal of vehicles pursuant to this Agreement.

#### **24.0. ASSIGNMENT.**

24.1 OFFICIAL TOW SERVICE shall not assign its rights or delegate or otherwise transfer its obligations under this Agreement to any other person or entity without the prior written consent of CITY, which consent shall not be unreasonably withheld. Any such assignment without the prior written consent of CITY shall be void and any such attempted assignment shall constitute a material breach of this Agreement.

#### **25.0. INSURANCE.**

OFFICIAL TOW SERVICE, at its sole cost and expense, shall purchase and maintain throughout the term of this Agreement, the following insurance policies:

25.1. Commercial Business Automobile Liability, as required by California Vehicle Code § 16500.5. Said coverage shall include bodily injury and property damage, with a combined single limit of not less than \$750,000 per occurrence for Class A tow trucks, and \$1,000,000 for Class B, C, and/or D tow trucks. These minimum standards are to include non-owned and hired auto coverage.

Uninsured Motorist, with a combined single limit of not less than the legal minimum.

On-Hook Coverage / Garage Keepers Legal Liability insuring the vehicle in tow, with the following not less than the following limits based on the size of the tow truck:

A. Class A tow truck	\$50,000
B. Class B tow truck	\$75,000
C. Class C tow truck	\$150,000
D. Class D tow truck	\$150,000

Garage Liability Insurance, including premises and operations coverage for bodily injury and property damage with a combined single limit of not less than \$500,000.

Those tow truck operators removing a vehicle from a hazardous materials incident to the nearest reasonable and safe stopping location will be considered to be transporting property subject to normal minimum insurance requirements of § 34631.5 of the California Vehicle Code.

All such policies shall be primary, and any other policies maintained by or providing protection for CITY shall be excess or secondary but noncontributing.

25.2. OFFICIAL TOW SERVICE shall carry and pay for workers' compensation insurance as is required to fully protect OFFICIAL TOW SERVICE and its employees under California Workers' Compensation Insurance Law.

25.3. All insurance required pursuant to this Section shall: Be issued by a company authorized by the Insurance Department of the State of California and rated A-, VII or better by the latest edition of Best's Key Rating Guide, except that CITY will accept workers' compensation insurance rated B, VII or better or from the State Compensation Fund. The workers' compensation insurance company shall agree to waive all rights of subrogation against CITY for losses paid under the terms of the policy, which arose from the work performed by the named insured. Each such policy shall provide that it shall not be cancelled or modified except after thirty (30) days prior written notice to CITY.

25.4. Upon execution of this Agreement, the OFFICIAL TOW SERVICE shall provide CITY certificates of insurance and endorsements evidencing the policies fulfilling the requirements of this Section. If self-insured for workers' compensation, OFFICIAL TOW SERVICE shall submit to CITY a copy of its certification of self-insurance issued by the Department of Industrial Relations. In addition, OFFICIAL TOW SERVICE shall prior to commencing work, shall sign and file with CITY a certification as follows:

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

25.5. The insurance policies specified in this Section, except for workers' compensation policies, shall name CITY and its elected and appointed officials, officers, agents, and employees as additional insureds by endorsement to the policies.

25.6. If OFFICIAL TOW SERVICE does not keep and maintain all such insurance policies in full force and effect at all times during the term of this Agreement, CITY may elect to treat such failure as a breach of this Agreement and terminate the Agreement as provided herein.

25.7. If CITY reasonably determines that the amounts of insurance held by OFFICIAL TOW SERVICE pursuant to this Agreement are no longer sufficient, or that additional types of coverage are needed, OFFICIAL TOW SERVICE shall modify the existing coverage or obtain additional policies, as CITY shall reasonably determine. All new policies shall be on the terms and conditions herein contained.

25.8. OFFICIAL TOW SERVICE shall annually, within ten (10) days of the anniversary of the effective date of this Agreement, provide to CITY evidence that all insurance required pursuant to this Agreement continues to be in full force and effect.

**26.0. INTEGRATION.**

26.1. This Agreement fully expresses all understandings between the Parties with respect to the subject matter of this Agreement and supersedes all prior or contemporaneous oral or written understandings or agreements regarding the matters covered by this Agreement.

**27.0. AMENDMENTS.**

27.1. No modification, amendment, addition to, deletion, or alteration of the terms of this Agreement, whether written or oral, shall be valid unless made in writing and formally approved and executed by all Parties. Rates and Charges established in § 39 of this Agreement may be modified upon request therefore, made in writing, and addressed to the Chief of Police. The Chief of Police shall recommend such modifications as justified by OFFICIAL TOW SERVICE to City's City Administrator who shall make a final determination. If modifications to the Rates and Charges are approved by the City Administrator, the provisions of Exhibit "A" shall be amended accordingly with the date of approval thereof set out on the amended Exhibit "A."

**28.0. NO WAIVER.**

28.1. No delay or omission in the exercise of any right or remedy available hereunder shall impair such right or remedy or be construed as a waiver. Any waiver of any default or condition hereunder must be in writing and shall not be construed as a waiver of any other default concerning the same or any other provision of this Agreement.

28.2. The waiver by CITY of any breach by OFFICIAL TOW SERVICE of any of the provisions of this Agreement, shall not constitute a continuing waiver or a waiver of any subsequent breach or default by OFFICIAL TOW SERVICE either of the same or a different provision of this Agreement.

**29.0. THIRD PARTY BENEFICIARIES.**

29.1. The terms of this Agreement are intended to confer benefits only on the Parties hereto. No rights of action shall accrue to any other persons or entities under this Agreement.

**30.0. INDEPENDENT CONTRACTOR.**

30.1. The Parties hereto, in the performance of this Agreement, shall be acting in an independent capacity and not as agents, employees, partners, or joint venturers with one another. OFFICIAL TOW SERVICE and its employees are not employees of CITY and are not entitled to any of the rights, benefits, or privileges of CITY's employees including, but not limited to, medical, unemployment, or workers' compensation insurance.

**31.0. CONTROL.**

31.1. Neither CITY nor its elected or appointed officials, agents or employees shall have any control over the conduct of OFFICIAL TOW SERVICE employees except as herein set forth.

## **32.0. EXECUTION OF AGREEMENT.**

32.1. The persons executing this Agreement hereby represent and warrant that the execution of this Agreement and the performance of the terms and conditions of this Agreement have been authorized by all requisite corporation, Federal, State, municipal or other entity requirements and that the undersigned have the right, power, legal capacity and authority to execute and enter into this Agreement.

## **33.0. DRY RUNS.**

33.1. CITY shall not be liable to pay to OFFICIAL TOW SERVICE any charge whatsoever or fee for a call, that does not result in a chargeable service being rendered by OFFICIAL TOW SERVICE (*i.e.*, a “dry run”).

33.2. In the event of CITY errors in impounding vehicles, OFFICIAL TOW SERVICE shall cause the release of vehicles upon the direction of the DEPARTMENT without charge for towing or storage.

## **34.0. CITY VEHICLE TOWING.**

34.1. OFFICIAL TOW SERVICE shall provide, without cost to CITY, emergency towing of CITY Vehicles as requested by CITY.

## **35.0. RESPONSIBILITY.**

35.1. It shall be the responsibility of OFFICIAL TOW SERVICE to provide equipment and to perform the duties expressed in this Agreement. OFFICIAL TOW SERVICE is hereby granted authority to utilize additional resources whenever deemed necessary to perform its tow service duties. This may include, but is not limited to, personnel and/or equipment of another tow operator. This, however, shall not relieve OFFICIAL TOW SERVICE of its duties and responsibilities, and any additional cost incurred shall not be charged to CITY.

## **36.0. EXCLUSIONS.**

36.1. Excluded from this Agreement are those vehicles, or parts thereof, which are disposed of through Abandoned Vehicle Abatement Program by delivery to an authorized automobile dismantler, pursuant to § 22660 of the California Vehicle Code or successor provision(s). No charge shall be assessed against CITY or the owner of any vehicle that is towed, stored, or dismantled under the provisions of the Abandoned Vehicle Abatement Program.

## **37.0. BREACH OF CONTRACT.**

Any of the following acts if committed by OFFICIAL TOW SERVICE during the performance of this Agreement shall be considered a material breach of this Agreement:

37.1. Obtaining a tow contract from CITY by use of fraud, trick, dishonesty, or forgery.

37.2. Towing a vehicle to a location other than approved by DEPARTMENT as an authorized storage facility without first receiving prior authorization to do so by DEPARTMENT.

37.3. After towing a vehicle to OFFICIAL TOW SERVICE storage facilities, without authorization from DEPARTMENT, towing the vehicle to another location for storage or impound.

37.4. Defrauding or conspiring to defraud any owner of any vehicle, any insurance company, or any other person financially interested in the towing, storage, or impound of any vehicle.

37.5. Moving, tampering with, or removing a vehicle involved in a traffic collision prior to the arrival of law enforcement officers at the scene.

37.6. If CITY receives five (5) or more complaints regarding OFFICIAL TOW SERVICE activities during any twelve (12) month period, which DEPARTMENT, in its reasonable discretion, determines to be justified, regarding the service, or lack thereof, provided by OFFICIAL TOW SERVICE.

37.7. Failing to comply with any provision of this Agreement.

37.8. Repeated or flagrant violations of the provisions of the California Vehicle Code.

37.9. Demonstrating a pattern or practice of failing to answer calls-for-service, respond promptly to calls, and/or to maintain clean, orderly, and secured storage facilities.

37.10. Failing to obtain and maintain a current valid CITY business license.

37.11. Commission of any unlawful, false, fraudulent, deceptive, or dangerous act while conducting its towing operation business.

37.12. Allowing the insurance coverage required herein to either be withdrawn or lapse or to no longer be in force for any reason.

37.13. Dissolution of business or bankruptcy.

37.14. Assignment of this Agreement, or any right or interest stated herein, without the prior written consent of CITY.

37.15. Any recurring deviation from CITY's approved charges as specified herein.

### **38.0. ACTS OR OMISSIONS OF REPRESENTATIVES.**

38.1. It is understood and agreed by the parties that the acts and/or omissions of the owner(s), officers, operators, officials, employees, agents and representatives of OFFICIAL TOW SERVICE in the performance of the services and obligations under this Agreement shall constitute the acts and/or omissions of OFFICIAL TOW SERVICE.

### **39.0. CHARGES.**

39.1. **All charges for towing, impound, storage, and other services required to be performed by OFFICIAL TOW SERVICE under the terms and conditions of this Agreement shall not exceed those charges approved by CITY, which are set forth in the schedule of rates in Exhibit "A" attached hereto and by this reference incorporated herein.**

39.2. All rates and charges shall be conspicuously posted in OFFICIAL TOW SERVICE's office, with a copy available in all tow vehicles, and shall be available for review by CITY personnel and/or persons for whom tow service is provided. All customer bills shall be itemized. It will be OFFICIAL TOW SERVICE's responsibility to collect payment for services it renders under this Agreement from the vehicle owners, and CITY shall not be responsible in any way whatsoever for payment of these charges.

39.3. Routine clean-up is included in the basic tow charge. However, when clean-up is determined to be excessive (by mutual agreement of OFFICIAL TOW SERVICE and DEPARTMENT), the rate shall be the labor rate referenced in Section 39.1 (Labor).

39.4. OFFICIAL TOW SERVICE shall accept a valid bank credit card or cash for payment of towing and storage by the registered owner, legal owner, or agent of the owner claiming the vehicle.

39.5. In the event that unforeseen changes in the tow service industry seriously affect OFFICIAL TOW SERVICE's ability to continue to provide the towing, impound, and storage services required under this Agreement, OFFICIAL TOW SERVICE may petition DEPARTMENT for a re-evaluation of the agreed-upon charges and rates set forth in this Section. OFFICIAL TOW SERVICE shall bear the burden of providing such proof as is necessary to show that the continuance of the current rates and charges are so financially detrimental to OFFICIAL TOW SERVICE that they would place OFFICIAL TOW SERVICE in danger of default. The Parties may, by written amendment pursuant to § 27, adjust the terms of this Agreement where circumstances beyond the control of either party require modification or amendment.

### **40.0. NOTICES.**

40.1. Any notices required or permitted under this Agreement shall be in writing and shall be delivered personally or sent by U.S. Mail, first class postage prepaid, return receipt requested, addressed as follows:

**CITY:** City of Placentia  
Attn: Chief of Police  
401 E. Chapman Ave.  
Placentia, CA 92870

**OFFICIAL TOW SERVICE:** Hadley Tow  
Attn: Mark Hassan  
1090 N. Parker Street  
Orange, CA 92887

**41.0. CHANGE IN CIRCUMSTANCES.**

41.1. Each party shall promptly notify the other party of any legal impediment, change of circumstances, pending litigation, or any other event or condition that may adversely affect such party's ability to carry out any of its obligations under this Agreement.

**42.0. SEVERABILITY.**

42.1. If any term or condition of this Agreement, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of this Agreement, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

**43.0. VENUE.**

43.1. This Agreement shall be governed and construed in accordance with the laws of the State of California. In the event of any legal action to enforce or interpret this Agreement, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the parties hereto agree to and do hereby submit to the jurisdiction of such court, notwithstanding California Code of Civil Procedure § 394.

**44.0. FRANCHISE FEE.**

44.1. A. As a material part of this Agreement, OFFICIAL TOW SERVICE agrees to pay to CITY an Franchise Fee in the sum of Eight Thousand One Hundred Twenty-Five Dollars (\$8,125.00), payable on the last working day of each calendar quarter during the term hereof. The Franchise Fee for any period less than a calendar quarter shall be prorated on the basis of a ninety (90) day quarter.

B. **Damages:** In the event OFFICIAL TOW SERVICE fails to submit to CITY all required Franchise Fees, together with all documents and supplemental material required hereunder, within the time set forth herein, or as may be extended by written consent of the parties hereto, OFFICIAL TOW SERVICE shall pay to CITY, as liquidated damages and not as a penalty, the sum of One Hundred Dollars (\$100.00 ) per day for each day OFFICIAL TOW

SERVICE is in default, which sum represents a reasonable endeavor by the parties hereto to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by OFFICIAL TOW SERVICE, and due to the difficulty which would otherwise occur in establishing actual damages resulting from such default.

C. Notwithstanding any other term or provision hereof, in the event OFFICIAL TOW SERVICE fails to submit to CITY all required Franchise Fees within twenty (20) days from the conclusion of any calendar quarter, in addition to the liquidated damages due hereunder, CITY may terminate this agreement upon five (5) days written notice.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows, to be effective on the day and year first written above.

**SIGNATURES**

**OFFICIAL TOW SERVICE:**

\_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF PLACENTIA:**

\_\_\_\_\_ Date: \_\_\_\_\_

Jeremy Yamaguchi,  
Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Patrick J. Melia,  
City Clerk

\_\_\_\_\_  
Christian Bettenhausen,  
City Attorney

**PLACENTIA POLICE DEPARTMENT**  
**Traffic Bureau**

**2014 TOW CONTRACT – SCHEDULE OF RATES**  
**COST RECOVERY PROCEDURE FOR OFFICIAL TOW CONTRACTORS**

Calculations  
September 2014

<b>Towing</b>	<b>Class "A"</b>	<b>Class "B"</b>	<b>Class "C"</b>	<b>Class "D"</b>
Hourly Rate (Maximum allowed)	\$185.00	\$210.00	\$295.00	\$325.00
Storage Rate (Outside)	\$45.00	\$50.00	\$60.00	\$60.00
Storage Rate (Inside)	\$50.00	\$55.00	\$65.00	\$65.00
Long-term Storage	Daily Rate	Daily Rate	Daily Rate	Daily Rate
After-hours release	\$83.50	\$96.50	\$117.50	\$152.50
Service Call – Minimum	\$78.00	\$86.00	\$117.50	\$152.50
Labor Rate (per hour) <sup>1</sup>	\$103.00	\$103.00	\$103.00	\$103.00
Special Equipment at scene <sup>2</sup>	1 hour minimum	1 hour minimum	1 hour minimum	1 hour minimum

Class Definitions:

Class A = Standard duty truck / Tow truck under 26k GVWR

Class B = Medium duty truck / Tow truck 26k – 47k GVWR

Class C = Heavy duty truck / Tow truck 48k GVWR and air brakes are required.

Class D = Super Heavy duty truck / Tow truck 52k GVWR or more and air brakes required.

<sup>1</sup>Labor Rate

If a contract tow company works beyond the one (1) hour minimum and into the next hour, the company may charge per minute of the hourly rate up to the conclusion of the call (i.e.: \$150 hour rate = \$2.50 per minute rate).

<sup>2</sup>Special Equipment

Specialized equipment used at a scene or at a tow yard facility that is required due to circumstances of the incident can be charged dollar for dollar if the circumstances are justified by the tow company. An additional 10% use rate may be imposed for the use of the equipment beyond the one (1) hour minimum. Justification, in written form, is required for the additional charge that explains the circumstances.

**EXHIBIT "A"**

### Rate Amendments

No amendments, changes, additions or deletions of the terms of these rates shall be valid unless agreed to by both parties in accordance with § 27.1 of the Tow Contract Agreement. Rates and Charges established in § 39 of the Agreement may be modified upon request therefor, made in writing, and addressed to the Chief of Police. The Chief of Police shall recommend such modifications as justified by OFFICIAL TOW SERVICE to City's City Administrator who shall make a final determination.

### Methodology

The California Highway Patrol (CHP), in compliance with California Vehicle Code § 2424, conducts an annual analysis on towing rates and meets with tow operators within it's' district they oversee. Pursuant to the CHP 2009/2010 Tow Service Agreement (§ 1.B), the area commander shall determine the maximum response time, reasonable rates, minimum number of trucks, and any applicable addendum. The approved rates are based on the median price for the service provided and the going market rate. The City of Placentia utilizes the CHP standard for establishing its' schedule of rates, in addition to allowing up to a ten percent (10%) supplemental charge for fees due in conjunction with California Vehicle Code § 12110(b).

PASSED AND ADOPTED this 7th day of October, 2014.



# Placentia City Council

## **AGENDA REPORT**

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF DEVELOPMENT SERVICES

DATE: NOVEMBER 1, 2016

SUBJECT: **STATE MANDATED ZONING CODE AMENDMENT NO. 2016-01, MODEL WATER EFFICIENT LANDSCAPE ORDINANCE**

### FISCAL

IMPACT: No fiscal impacts are anticipated with this ordinance as all costs will be recovered through the plan check and inspection process.

### **SUMMARY:**

In 2009 the City of Placentia adopted a Model Water Efficient Landscape (MWELO) ordinance in response to the State's MWELO regulations establishing water conservation. Due to prolonged drought conditions, there were updates to the State's MWELO in 2015. The updated MWELO requires increasing water efficient landscape and irrigation systems for new construction and certain rehabilitated landscapes. A draft ordinance amending Section 23.77 of Title 23 (Water Efficiency) of the Placentia Municipal Code (PMC) was reviewed by the Planning Commission on March 8, 2016, and recommended for adoption by the City Council. A PowerPoint presentation summarizing this staff report will be presented by Staff at the City Council meeting.

### **RECOMMENDATION:**

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

1. Open the Public Hearing concerning Zoning Code Amendment ZCA-2016-01; and
2. Receive the Staff Report and consider all Public Testimony; and
3. Close the Public Hearing; and
4. Find that the adoption of the ordinance is exempt from environmental review pursuant to Sections 15307 and 15061(b)(3) of the CEQA Guidelines, and direct Staff to file a Notice of Exemption; and
5. Waive full reading, by title only, and introduce for first reading Ordinance No.O-2016-XX, An Ordinance of the City Council of the City of Placentia repealing Chapter 23.77 of Title 23 of the Placentia Municipal Code entitled "Xeriscape and Water Efficient Landscaping"

**2.a.**

**November 1, 2016**

and replacing it with the State of California Model Water Efficient Landscaping Ordinance.

**BACKGROUND:**

In California, approximately half of the urban water is used for landscape irrigation. Therefore, substantial water savings can be gained with water efficient landscape design, installation and proper maintenance. The passage of Assembly Bill (AB) 1881 in 2006 required the State of California Department of Water Resources (DWR) to update the State's MWELO, which was originally established by AB 325 in 1990, although AB 325 was largely unenforced and ineffective. The City of Placentia originally adopted the Water Efficient Landscape Ordinance in 2009 in response to AB 1881.

Due to the prolonged drought conditions in the State of California, on April 1, 2015 Governor Jerry Brown issued Executive Order (EO) B-29-15 which authorized the State Water Resources Control Board to establish state-wide water conservation regulations. The Executive Order resulted in updates to the State's MWELO, along with other requirements. The Executive Order also required that local agencies adopt updated ordinances to be effective by December 1, 2015 that are at least as effective as the State MWELO regulations. While the City has utilized the new requirements in practice, in response to this legislation, the City of Placentia must formally update water conservation regulations for new projects that are at least as effective as the State MWELO regulations.

**DISCUSSION:**

The City's current Water Efficient Landscape Ordinance, codified at Section 23.77 of the Municipal Code, is not as restrictive as the State MWELO updated in 2015. The City did not adopt a revised water efficient landscape ordinance and accompanying guidelines before December 1, 2015. Therefore, the City's current ordinance is superseded by the State MWELO and the City must enforce the new requirements found in the State MWELO. In practice the City has been utilizing the new MWELO regulations for new projects; however as a matter of clarification and to formally comply with the new State requirements, Staff recommends that the Placentia Municipal Code (PMC) be amended so that the old ordinance be removed and a reference to the new state MWELO be inserted in its place. This Code Amendment will bring the PMC into compliance with the Executive Order and Model Ordinance (See Attachments 1 and 2).

Generally, the Executive Order calls for revising the model ordinance to increase water efficiency standards for new and rehabilitated landscapes through more efficient irrigation systems, encouraging gray water usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. It also requires annual reporting on the implementation and enforcement of local ordinances.

**Which Projects are Subject to the MWELO Ordinance?**

The ordinance applies to all of the following landscape projects:

1. New landscape projects or construction projects involving an aggregate landscape area equal to or greater than 500 square feet, and requiring a building permit, planning permit, landscape permit, or design review permit.
2. Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet, and requiring a building permit, planning permit, landscape permit, or design review permit. *(Previously, the landscaped areas that were subject to the Ordinance were those greater than 2,500 square feet for commercial projects and production home projects. The threshold for homeowner installed projects was 5,000 square feet)*
3. New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the "prescriptive measures" as outlined in the ordinance.
4. New or rehabilitated projects using treated or untreated graywater or rainwater captured on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or using stored rainwater captured on site.

The Ordinance does not apply to the following:

1. Registered local, state or federal historical sites;
2. Ecological restoration projects that do not require a permanent irrigation system;
3. Mined-land reclamation projects that do not require a permanent irrigation system; or
4. Plant collections, as part of botanical gardens or arboretums open to the public.

Golf courses are determined to be "special landscape areas," and have a lower requirement if using recycled water.

This ordinance is expected to impact very few, if any, single family homeowners. However, it will require developers of larger scale projects to meet the requirements.

### **What are the Advantages of MWEL0?**

There are several advantages to implementing the Water Efficient Landscape Ordinance:

- Helps reduce the state drought;
- Saves homeowners money in water bills;
- Saves homeowners money in maintenance bills;
- Helps City and California meet anti drought goals and regulations;
- Produces less green house gas (fewer mowers and blowers);
- Produces less organic waste citywide; and
- Helps restore California's natural, indigenous landscape.

## **What are the Significant Components?**

### More Efficient Irrigation Systems than Currently Required:

- Dedicated landscape water meters or sub-meters are required for residential landscapes over 5,000 square feet and non-residential landscapes over 1,000 square feet.
- Irrigation systems are required to have pressure regulators and master shut-off valves.
- All irrigation emission devices must meet the national standard stated in the State Ordinance to ensure that only high efficiency sprinklers are installed.
- Flow sensors that detect and report high flow conditions due to broken pipes and/or popped sprinkler heads are required for landscape areas greater than 5,000 square feet.
- The minimum width of areas that can be overhead irrigated is changed from 8 feet to 10 feet; areas less than 10 feet wide must be irrigated with subsurface drip or other technology that produces no over spray or runoff.

### Incentives for Gray Water Use:

Landscapes less than 2,500 square feet that are irrigated entirely with gray water or captured rainwater are subject to less stringent irrigation system requirements (i.e. the "Prescriptive Compliance Option" as described in the landscape documentation packet).

### Improvements in Onsite Storm Water Capture:

Easily crumbled soil ("friable" soil) is required in planted areas to maximize water retention and infiltration. Four yards of compost per 1,000 square feet of area must be incorporated. There are several other recommended measures for increasing on-site storm water retention as shown in WMELO text.

### Limiting the Portion of Landscapes that can be Planted with High Water Use Plants:

For residential projects, the coverage of high water use plants is reduced from 33% to 25% of the landscaped area. In non-residential landscapes, planting with high water use plants is not feasible. However, the ordinance does provide an extra water allowance made for landscaping when used for specific functional areas, such as edible gardens. Recreation areas have also been added as exempt. Extra water allowance is also made for landscapes irrigated with recycled water, as is the case with the current ordinance. Median strips cannot be landscaped with high water use plants, precluding the grass/turf.

### Reporting Requirements:

All local agencies are required to report on the implementation and enforcement of their ordinances to the State Department of Water Resources by January 31<sup>st</sup> of each year.

### Prescriptive Checklist Option for Landscapes under 2,500 square feet:

Projects with landscape areas under 2,500 square feet may comply with the performance requirements of the Ordinance or conform to the prescriptive measures outlined in the ordinance. The intent of the checklist is to simplify compliance with the Ordinance.

### **Landscape Documentation Package**

Staff has produced a Landscape Documentation Package to be consistent with the revised ordinance (See Attachment C). The purpose of the Landscape Documentation Package is to certify that all of the requirements of the MWELO have been met. The Landscape Documentation Package consists of the following components:

- Water Efficient Landscape and Irrigation Application;
- Water Efficient Landscape Worksheet;
- Soil Management Report;
- Landscape Design Plan;
- Irrigation Design Plan;
- Grading Design Plan;
- Certificate of Compliance; and
- Drainage Plan.

### **Review Process**

Landscape plans must be prepared by a licensed landscape architect. All costs associated with the preparation of the landscape plans and Landscape Documentation Package (refer to Attachment 3) will be assumed by the applicant. This includes the Water Efficient Landscape Worksheet; Soil Management Report; Landscape Design Plan; Irrigation Design Plan; and Grading Plan. In addition, all costs associated with the Certificate of Completion will be assumed by the Applicant. This includes the Irrigation Scheduling Parameters; Landscape and Irrigation Maintenance Schedule; Irrigation Audit Report; and Soil Analysis Report.

City staff will conduct an initial review of the landscape plans and Landscape Documentation Package for completeness. Thereafter, the City must rely on landscape professionals to review all plans to confirm compliance and to conduct the required irrigation verification in the field. Staff will be seeking proposals from landscape professionals and initially estimate that the cost of the review and inspection process to most applicants will be below \$500. The exact costs will vary depending on the size and scope of the project.

All fees for landscape and irrigation review and inspections would be charged to the applicant and combined with any other fees due to the Building Division. Such fees were adopted by ordinance and will be brought back to City Council for review and adoption. They are based upon the total amount of square footage being landscaped. The fee also includes a 25% administration fee to cover City of Placentia staff time, contract administration and overhead.

City staff will be responsible for preparing and submitting the final annual report, which is due to the State Department of Water Resources by January 31<sup>st</sup> of each year (this is a new requirement).

## Public Outreach

Staff will undertake the following public outreach activities to inform the public about the revised ordinance:

- Include information about the ordinance in the City's Weekly Newsletter;
- Post information about the ordinance on the City's website homepage; and
- Develop and distribute an informational handout for the public counter.

## ENVIRONMENTAL REVIEW:

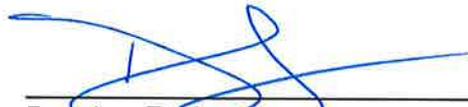
In accordance with the requirements of the California Environmental Quality Act (CEQA) of 1970, as amended, this project is pursuant to the California Environmental Quality Act (CEQA), the proposed project is considered to be categorically exempt pursuant to Section 15307 (Class 7, Protection of Natural Resources) in that it consists of code revisions to conserve water resources and 15061(b)(3) in that this ordinance involves updates and revisions to existing regulations consistent with California law. It can be seen with certainty that the proposed Zoning Code Amendment will have no significant negative effects on the environment.

Prepared by:

Reviewed and approved:



Joseph M. Lambert  
Director of Development Services



Damien R. Arrula  
City Administrator

## Attachments:

1. City Council Ordinance No. \_\_\_\_
2. MWELo Ordinance Text
3. Draft Landscape Documentation Package
4. Planning Commission Resolution
5. City of Placentia, 2009 MWELo Ordinance
6. Public Hearing Notice

**ORDINANCE NO. O-2016-XX**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PLACENTIA  
REPEALING CHAPTER 23.77 OF TITLE 23 OF THE PLACENTIA  
MUNICIPAL CODE ENTITLED "XERISCAPE AND WATER EFFICIENT  
LANDSCAPING" AND REPLACING IT WITH THE STATE OF  
CALIFORNIA MODEL WATER EFFICIENT LANDSCAPING ORDINANCE**

**[Zoning Code Amendment 2016-01]**

**City Attorney's Summary**

An ordinance amending the City of Placentia Municipal Code whereby Section 23.77 of Title 23 shall be repealed and replaced with the adoption of the State of California Model Ordinance pertaining to Landscape Water Efficiency, by reference. The proposed Amendment is not expected to create a negative impact on the physical environment and is therefore categorically exempt pursuant to the California Environmental Quality Act (CEQA) Guideline § 15061(b)(3) and applicable City Environmental Guidelines.

**A. Recitals**

(i). The City of Placentia is a charter city organized pursuant to Article XI of the California Constitution; and

(ii). The City of Placentia's zoning code as set forth in Title 23 provide comprehensive zoning regulations and use of land within the City; and

(iii). California Government Code Section 65595 requires local governments to either adopt the State of California's Model Water Efficiency Landscape Ordinance ("MWELo") or adopt a local water efficiency landscape ordinance as, or more, efficient than MWELo in conserving water; and

(iv). In 2010, the City of Placentia adopted Chapter 23.77 of the City of Placentia Municipal Code entitled "Xeriscape and Water Efficient Landscaping" in accordance with Government Code Section 65595; and

(v). Due to recent drought and water supply issues, on April 1, 2015, the State of California updated MWELo ("Updated MWELo") providing stronger water efficiency standards; and

(vi). The Updated MWELo was approved by the California Water Commission on July 15, 2015 and required cities to either adopt local revised water efficient landscape ordinances by December 1, 2015, or become subject to the Updated MWELo as drafted

and promulgated by the State of California, Department of Water Resources and codified in 23 C.C.R.§§ 490 *et seq.*; and

(vii). The City did not update Chapter 23.77 prior to December 1, 2015 and the current standards set forth in Chapter 23.77 are not as restrictive as the Updated MWELO such that the current standards are no longer enforceable and superseded by the Updated MWELO; and

(viii). On or about March 8, 2016, the Planning Commission, held a duly noticed public hearing and adopted a resolution recommending to the City Council adoption of the Updated MWELO to ensure consistency with the State of California's regulations and the zoning standards applicable to projects.

**B. Ordinance.**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Placentia does ordain as follows:

**SECTION 1.** Repeal. Chapter 23.77 of the Placentia Municipal Code entitled "Xeriscape and Water Efficient Landscaping" enacted by Ordinance No. O-2009-15 is hereby repealed in its entirety.

**SECTION 2.** Replacement. Chapter 23.77 of the Placentia Municipal Code is replaced with the ordinance as set forth in Exhibit A.

**SECTION 3.** CEQA. Pursuant to the California Environmental Quality Act (CEQA), the proposed project is considered to be categorically exempt (Class 7, Protection of Natural Resources) in that it consists of code revisions to conserve water resources.

**SECTION 4.** Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held invalid by a court of competent jurisdiction, such a decision shall not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases, be declared invalid.

**SECTION 5.** Effective Date. This ordinance shall be in full force and effect commencing thirty (30) days after its final adoption and a summary hereof shall be published once within fifteen (15) days in the \_\_\_\_\_, a newspaper of general circulation printed and published in the County of Orange and circulated in the City of Placentia and hereby designated for that purpose by the City Council.

PASSED AND ADOPTED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

\_\_\_\_\_  
JEREMY B. YAMAGUCHI, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICK J. MELIA, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss.  
CITY OF PLACENTIA )

I, Patrick J. Melia, City Clerk of the City of Placentia do hereby certify that the foregoing ordinance was introduced at a regular meeting of the City Council held on the \_\_\_\_\_th day of \_\_\_\_\_, 2016, and was finally adopted at a regular meeting held on \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

\_\_\_\_\_  
PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CHRISTIAN L. BETTENHAUSEN, CITY ATTORNEY

Exhibit A: Model Water Efficient Landscape Ordinance, 2015

EXHIBIT "A"

Chapter 23 – Zoning

**Chapter 23.77 "Water Efficient Landscape Ordinance"**

City has adopted by reference the State of California's Model Water Efficient Landscape Ordinance, codified at 23 California Code of Regulations, Sections 490 *et seq.*

entering into the loan contract. For investor-owned utilities, meetings or hearings held by the Public Utilities Commission may serve as Project Feasibility Meetings.

(b) Before a Project Feasibility Meeting, the supplier shall:

(1) Make available information describing the project in a form and location that will enable the water users to review it and to make appropriate comments. The information must be made available for a period of at least fifteen days before the Project Feasibility Meeting.

(2) Establish a date for the meeting agreeable to the Department and Department of Health Services.

(3) Notify the Department, the Department of Health Services and appropriate county health agencies in writing at least twenty calendar days before the meeting, and notify all water users and the local news media in writing at least fifteen calendar days before the meeting. The notice shall state: the date, time, location, and purpose of the meeting and the location of information describing the project for review by the water users. Sample notice forms will be provided by the Department.

(4) Obtain a meeting place of sufficient size and at a convenient location to accommodate the anticipated attendance.

(c) The agenda of the meeting shall include the following matters: (1) A discussion of applicable public health and water works standards, existing and potential health hazards associated with the water system, how the proposed project will bring the system to minimum health standards, and alternative solutions to the problem. (2) The supplier shall describe the proposed project in detail, using maps, charts, and other illustrative devices, if appropriate. The discussion shall include the costs, sources of funds, the amount of the loan-grant commitment, and changes in water costs resulting from the project.

(3) A representative of the State may describe the Act, the State's role in its administration and the Department's recommendation regarding the supplier's loan application. Persons present at the meeting shall be permitted to ask questions regarding all subjects discussed at the meeting.

(d) If no representative of the Department is present at the meeting, the supplier shall submit an official written report to the Department describing the meeting and its outcome including the results of any vote taken.

NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13834, Water Code.

#### § 489.1. Plans and Specifications.

Before commencing construction, each Supplier shall provide detailed plans and specifications to the Department of Health Services for review and approval by a registered Civil Engineer employed by the Department of Health Services. Unless otherwise authorized in writing by the Department of Health Services, the supplier shall not commence construction without written notification from the Department of Health Services that the plans and specifications have been approved.

NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13837, Water Code.

#### § 489.2. Certification of Completion.

Department of Health Services shall inspect the completed project and if satisfied that the project has been completed in accordance with approved plans and specifications, shall provide the supplier and the Department with written certification to that effect.

NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13834, Water Code.

## Chapter 2.6. Weather Resources Management [Repealed]

NOTE: Authority cited: Sections 161, 401, 403 and 6078, Water Code. Reference: Sections 401, 402 and 403, Water Code and Sections 21000 et seq., Public Resources Code.

#### HISTORY

1. New Subchapter 2.6 (Articles 1-5, Sections 490-495.03, not consecutive) filed 9-28-79; effective thirtieth day thereafter (Register 79, No. 39).
2. Repealer of Subchapter 2.6 (Articles 1-5, Sections 490-495.03, not consecutive, not previously repealed by OAL Order of Repeal) filed 6-5-86; effective

thirtieth day thereafter (Register 86, No. 23). For prior history, see Register 85, No. 26; 81, Nos. 40 and 38; and 80, No. 7.

## Chapter 2.7. Model Water Efficient Landscape Ordinance

#### § 490. Purpose.

(a) The State Legislature has found:

(1) that the waters of the state are of limited supply and are subject to ever increasing demands;

(2) that the continuation of California's economic prosperity is dependent on the availability of adequate supplies of water for future uses;

(3) that it is the policy of the State to promote the conservation and efficient use of water and to prevent the waste of this valuable resource;

(4) that landscapes are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development;

(5) that landscape design, installation, maintenance and management can and should be water efficient;

(6) that Section 2 of Article X of the California Constitution specifies that the right to use water is limited to the amount reasonably required for the beneficial use to be served and the right does not and shall not extend to waste or unreasonable method of use.

(b) Consistent with the legislative findings, the purpose of this model ordinance is to:

(1) promote the values and benefits of landscaping practices that integrate and go beyond the conservation and efficient use of water;

(2) establish a structure for planning, designing, installing, maintaining and managing water efficient landscapes in new construction and rehabilitated projects by encouraging the use of a watershed approach that requires cross-sector collaboration of industry, government and property owners to achieve the many benefits possible;

(3) establish provisions for water management practices and water waste prevention for existing landscapes;

(4) use water efficiently without waste by setting a Maximum Applied Water Allowance as an upper limit for water use and reduce water use to the lowest practical amount;

(5) promote the benefits of consistent landscape ordinances with neighboring local and regional agencies;

(6) encourage local agencies and water purveyors to use economic incentives that promote the efficient use of water, such as implementing a tiered-rate structure; and

(7) encourage local agencies to designate the necessary authority that implements and enforces the provisions of the Model Water Efficient Landscape Ordinance or its local landscape ordinance.

(c) Landscapes that are planned, designed, installed, managed and maintained with the watershed based approach can improve California's environmental conditions and provide benefits and realize sustainability goals. Such landscapes will make the urban environment resilient in the face of climatic extremes. Consistent with the legislative findings and purpose of the Ordinance, conditions in the urban setting will be improved by:

(1) Creating the conditions to support life in the soil by reducing compaction, incorporating organic matter that increases water retention, and promoting productive plant growth that leads to more carbon storage, oxygen production, shade, habitat and esthetic benefits.

(2) Minimizing energy use by reducing irrigation water requirements, reducing reliance on petroleum based fertilizers and pesticides, and planting climate appropriate shade trees in urban areas.

(3) Conserving water by capturing and reusing rainwater and graywater wherever possible and selecting climate appropriate plants that need minimal supplemental water after establishment.

(4) Protecting air and water quality by reducing power equipment use and landfill disposal trips, selecting recycled and locally sourced materi-

als, and using compost, mulch and efficient irrigation equipment to prevent erosion.

(5) Protecting existing habitat and creating new habitat by choosing local native plants, climate adapted non-natives and avoiding invasive plants. Utilizing integrated pest management with least toxic methods as the first course of action.

NOTE: Authority cited: Section 65593, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 65591, 65593 and 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New chapter 2.7 (sections 490-495) filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section and NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of subsections (a)(4) and (b)(1)-(2), new subsections (c)-(c)(5) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

#### § 490.1. Applicability.

(a) After December 1, 2015, and consistent with Executive Order No. B-29-15, this ordinance shall apply to all of the following landscape projects:

(1) new construction projects with an aggregate landscape area equal to or greater than 500 square feet requiring a building or landscape permit, plan check or design review;

(2) rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet requiring a building or landscape permit, plan check, or design review;

(3) existing landscapes limited to Sections 493, 493.1 and 493.2; and

(4) cemeteries. Recognizing the special landscape management needs of cemeteries, new and rehabilitated cemeteries are limited to Sections 492.4, 492.11, and 492.12; and existing cemeteries are limited to Sections 493, 493.1, and 493.2.

(b) For local land use agencies working together to develop a regional water efficient landscape ordinance, the reporting requirements of this ordinance shall become effective December 1, 2015 and the remainder of this ordinance shall be effective no later than February 1, 2016.

(c) Any project with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix D.

(d) For projects using treated or untreated graywater or rainwater captured on site, any lot or parcel within the project that has less than 2500 sq. ft. of landscape and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with treated or untreated graywater or through stored rainwater captured on site is subject only to Appendix D section (5).

(e) This ordinance does not apply to:

(1) registered local, state or federal historical sites;

(2) ecological restoration projects that do not require a permanent irrigation system;

(3) mined-land reclamation projects that do not require a permanent irrigation system; or

(4) existing plant collections, as part of botanical gardens and arboreta open to the public.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

#### § 491. Definitions.

The terms used in this ordinance have the meaning set forth below:

(a) "applied water" means the portion of water supplied by the irrigation system to the landscape.

(b) "automatic irrigation controller" means a timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers are able to self-adjust and schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

(c) "backflow prevention device" means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

(d) "Certificate of Completion" means the document required under Section 492.9.

(e) "certified irrigation designer" means a person certified to design irrigation systems by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation designer certification program and Irrigation Association's Certified Irrigation Designer program.

(f) "certified landscape irrigation auditor" means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation auditor certification program and Irrigation Association's Certified Landscape Irrigation Auditor program.

(g) "check valve" or "anti-drain valve" means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

(h) "common interest developments" means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351.

(i) "compost" means the safe and stable product of controlled biologic decomposition of organic materials that is beneficial to plant growth.

(j) "conversion factor (0.62)" means the number that converts acres-inches per acre per year to gallons per square foot per year.

(k) "distribution uniformity" means the measure of the uniformity of irrigation water over a defined area.

(l) "drip irrigation" means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

(m) "ecological restoration project" means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

(n) "effective precipitation" or "usable rainfall" (Eppt) means the portion of total precipitation which becomes available for plant growth.

(o) "emitter" means a drip irrigation emission device that delivers water slowly from the system to the soil.

(p) "established landscape" means the point at which plants in the landscape have developed significant root growth into the soil. Typically, most plants are established after one or two years of growth.

(q) "establishment period of the plants" means the first year after installing the plant in the landscape or the first two years if irrigation will be terminated after establishment. Typically, most plants are established after one or two years of growth. Native habitat mitigation areas and trees may need three to five years for establishment.

(r) "Estimated Total Water Use" (ETWU) means the total water used for the landscape as described in Section 492.4.

(s) "ET adjustment factor" (ETAF) means a factor of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

(t) "evapotranspiration rate" means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

(u) "flow rate" means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

(v) "flow sensor" means an inline device installed at the supply point of the irrigation system that produces a repeatable signal proportional to flow rate. Flow sensors must be connected to an automatic irrigation controller, or flow monitor capable of receiving flow signals and operating master valves. This combination flow sensor/controller may also function as a landscape water meter or submeter.

(w) "friable" means a soil condition that is easily crumbled or loosely compacted down to a minimum depth per planting material requirements, whereby the root structure of newly planted material will be allowed to spread unimpeded.

(x) "Fuel Modification Plan Guideline" means guidelines from a local fire authority to assist residents and businesses that are developing land or building structures in a fire hazard severity zone.

(y) "graywater" means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. "Graywater" includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers. Health and Safety Code Section 17922.12.

(z) "hardscapes" means any durable material (pervious and non-pervious).

(aa) "hydrozone" means a portion of the landscaped area having plants with similar water needs and rooting depth. A hydrozone may be irrigated or non-irrigated.

(bb) "infiltration rate" means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

(cc) "invasive plant species" means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive species may be regulated by county agricultural agencies as noxious species. Lists of invasive plants are maintained at the California Invasive Plant Inventory and USDA invasive and noxious weeds database.

(dd) "irrigation audit" means an in-depth evaluation of the performance of an irrigation system conducted by a Certified Landscape Irrigation Auditor. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule. The audit must be conducted in a manner consistent with the Irrigation Association's Landscape Irrigation Auditor Certification program or other U.S. Environmental Protection Agency "Watersense" labeled auditing program.

(ee) "irrigation efficiency" (IE) means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this ordinance are 0.75 for overhead spray devices and 0.81 for drip systems.

(ff) "irrigation survey" means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to: inspection, system test, and written recommendations to improve performance of the irrigation system.

(gg) "irrigation water use analysis" means an analysis of water use data based on meter readings and billing data.

(hh) "landscape architect" means a person who holds a license to practice landscape architecture in the state of California Business and Professions Code, Section 5615.

(ii) "landscape area" means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Wa-

ter Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

(jj) "landscape contractor" means a person licensed by the state of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

(kk) "Landscape Documentation Package" means the documents required under Section 492.3.

(ll) "landscape project" means total area of landscape in a project as defined in "landscape area" for the purposes of this ordinance, meeting requirements under Section 490.1.

(mm) "landscape water meter" means an inline device installed at the irrigation supply point that measures the flow of water into the irrigation system and is connected to a totalizer to record water use.

(nn) "lateral line" means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

(oo) "local agency" means a city or county, including a charter city or charter county, that is responsible for adopting and implementing the ordinance. The local agency is also responsible for the enforcement of this ordinance, including but not limited to, approval of a permit and plan check or design review of a project.

(pp) "local water purveyor" means any entity, including a public agency, city, county, or private water company that provides retail water service.

(qq) "low volume irrigation" means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

(rr) "main line" means the pressurized pipeline that delivers water from the water source to the valve or outlet.

(ss) "master shut-off valve" is an automatic valve installed at the irrigation supply point which controls water flow into the irrigation system. When this valve is closed water will not be supplied to the irrigation system. A master valve will greatly reduce any water loss due to a leaky station valve.

(tt) "Maximum Applied Water Allowance" (MAWA) means the upper limit of annual applied water for the established landscaped area as specified in Section 492.4. It is based upon the area's reference evapotranspiration, the ET Adjustment Factor, and the size of the landscape area. The Estimated Total Water Use shall not exceed the Maximum Applied Water Allowance. Special Landscape Areas, including recreation areas, areas permanently and solely dedicated to edible plants such as orchards and vegetable gardens, and areas irrigated with recycled water are subject to the MAWA with an ETAF not to exceed 1.0.  $MAWA = (ET_o) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$

(uu) "median" is an area between opposing lanes of traffic that may be unplanted or planted with trees, shrubs, perennials, and ornamental grasses.

(vv) "microclimate" means the climate of a small, specific area that may contrast with the climate of the overall landscape area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

(ww) "mined-land reclamation projects" means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

(xx) "mulch" means any organic material such as leaves, bark, straw, compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

(yy) "new construction" means, for the purposes of this ordinance, a new building with a landscape or other new landscape, such as a park, playground, or greenbelt without an associated building.

(zz) “non-residential landscape” means landscapes in commercial, institutional, industrial and public settings that may have areas designated for recreation or public assembly. It also includes portions of common areas of common interest developments with designated recreational areas.

(aaa) “operating pressure” means the pressure at which the parts of an irrigation system are designed by the manufacturer to operate.

(bbb) “overhead sprinkler irrigation systems” or “overhead spray irrigation systems” means systems that deliver water through the air (e.g., spray heads and rotors).

(ccc) “overspray” means the irrigation water which is delivered beyond the target area.

(ddd) “parkway” means the area between a sidewalk and the curb or traffic lane. It may be planted or unplanted, and with or without pedestrian egress.

(eee) “permit” means an authorizing document issued by local agencies for new construction or rehabilitated landscapes.

(fff) “pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

(ggg) “plant factor” or “plant water use factor” is a factor, when multiplied by ETo, estimates the amount of water needed by plants. For purposes of this ordinance, the plant factor range for very low water use plants is 0 to 0.1, the plant factor range for low water use plants is 0.1 to 0.3, the plant factor range for moderate water use plants is 0.4 to 0.6, and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this ordinance are derived from the publication “Water Use Classification of Landscape Species”. Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

(hhh) “project applicant” means the individual or entity submitting a Landscape Documentation Package required under Section 492.3, to request a permit, plan check, or design review from the local agency. A project applicant may be the property owner or his or her designee.

(iii) “rain sensor” or “rain sensing shutoff device” means a component which automatically suspends an irrigation event when it rains.

(jjj) “record drawing” or “as-builts” means a set of reproducible drawings which show significant changes in the work made during construction and which are usually based on drawings marked up in the field and other data furnished by the contractor.

(kkk) “recreational area” means areas, excluding private single family residential areas, designated for active play, recreation or public assembly in parks, sports fields, picnic grounds, amphitheaters or golf course tees, fairways, roughs, surrounds and greens.

(lll) “recycled water,” “reclaimed water,” or “treated sewage effluent water” means treated or recycled waste water of a quality suitable for nonpotable uses such as landscape irrigation and water features. This water is not intended for human consumption.

(mmm) “reference evapotranspiration” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is expressed in inches per day, month, or year as represented in Appendix A, and is an estimate of the evapotranspiration of a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances so that regional differences in climate can be accommodated.

(nnn) “Regional Water Efficient Landscape Ordinance” means a local Ordinance adopted by two or more local agencies, water suppliers and other stakeholders for implementing a consistent set of landscape provisions throughout a geographical region. Regional ordinances are strongly encouraged to provide a consistent framework for the landscape industry and applicants to adhere to.

(ooo) “rehabilitated landscape” means any relandscaping project that requires a permit, plan check, or design review, meets the requirements of Section 490.1, and the modified landscape area is equal to or greater than 2,500 square feet.

(ppp) “residential landscape” means landscapes surrounding single or multifamily homes.

(qqq) “run off” means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area. For example, run off may result from water that is applied at too great a rate (application rate exceeds infiltration rate) or when there is a slope.

(rrr) “soil moisture sensing device” or “soil moisture sensor” means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.

(sss) “soil texture” means the classification of soil based on its percentage of sand, silt, and clay.

(ttt) “Special Landscape Area” (SLA) means an area of the landscape dedicated solely to edible plants, recreational areas, areas irrigated with recycled water, or water features using recycled water.

(uuu) “sprinkler head” or “spray head” means a device which delivers water through a nozzle.

(vvv) “static water pressure” means the pipeline or municipal water supply pressure when water is not flowing.

(www) “station” means an area served by one valve or by a set of valves that operate simultaneously.

(xxx) “swing joint” means an irrigation component that provides a flexible, leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

(yyy) “submeter” means a metering device to measure water applied to the landscape that is installed after the primary utility water meter.

(zzz) “turf” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

(aaaa) “valve” means a device used to control the flow of water in the irrigation system.

(bbbb) “water conserving plant species” means a plant species identified as having a very low or low plant factor.

(cccc) “water feature” means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscape area. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices that are not irrigated and used solely for water treatment or stormwater retention are not water features and, therefore, are not subject to the water budget calculation.

(dddd) “watering window” means the time of day irrigation is allowed.

(eeee) “WUCLS” means the Water Use Classification of Landscape Species published by the University of California Cooperative Extension and the Department of Water Resources 2014.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor’s Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 65592 and 65596, Government Code; and section 11, Governor’s Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section and NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor’s Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

#### § 492. Provisions for New Construction or Rehabilitated Landscapes.

(a) A local agency may designate by mutual agreement, another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity’s specific responsibilities relating to this ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor’s Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596,

Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section heading, repealer and new section and amendment of NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.1. Compliance with Landscape Documentation Package.**

(a) Prior to construction, the local agency shall:

- (1) provide the project applicant with the ordinance and procedures for permits, plan checks or design reviews;
- (2) review the Landscape Documentation Package submitted by the project applicant;
- (3) approve or deny the Landscape Documentation Package;
- (4) issue a permit or approve the plan check or design review for the project applicant; and
- (5) upon approval of the Landscape Documentation Package, submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

(b) Prior to construction, the project applicant shall:

- (1) submit a Landscape Documentation Package to the local agency.

(c) Upon approval of the Landscape Documentation Package by the local agency, the project applicant shall:

- (1) receive a permit or approval of the plan check or design review and record the date of the permit in the Certificate of Completion;
- (2) submit a copy of the approved Landscape Documentation Package along with the record drawings, and any other information to the property owner or his/her designee; and
- (3) submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

**§ 492.2. Penalties.**

(a) A local agency may establish and administer penalties to the project applicant for non-compliance with the ordinance to the extent permitted by law.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

**§ 492.3. Elements of the Landscape Documentation Package.**

(a) The Landscape Documentation Package shall include the following six (6) elements:

- (1) project information;
  - (A) date
  - (B) project applicant
  - (C) project address (if available, parcel and/or lot number(s))
  - (D) total landscape area (square feet)
  - (E) project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
  - (F) water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
  - (G) checklist of all documents in Landscape Documentation Package
  - (H) project contacts to include contact information for the project applicant and property owner
  - (I) applicant signature and date with statement, "I agree to comply with the requirements of the water efficient landscape ordinance and submit a complete Landscape Documentation Package".

(2) Water Efficient Landscape Worksheet;

(A) hydrozone information table

(B) water budget calculations

1. Maximum Applied Water Allowance (MAWA)

2. Estimated Total Water Use (ETWU)

(3) soil management report;

(4) landscape design plan;

(5) irrigation design plan; and

(6) grading design plan.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

**§ 492.4. Water Efficient Landscape Worksheet.**

(a) A project applicant shall complete the Water Efficient Landscape Worksheet in Appendix B which contains information on the plant factor, irrigation method, irrigation efficiency, and area associated with each hydrozone. Calculations are then made to show that the evapotranspiration adjustment factor (ETAF) for the landscape project does not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas. The ETAF for a landscape project is based on the plant factors and irrigation methods selected. The Maximum Applied Water Allowance is calculated based on the maximum ETAF allowed (0.55 for residential areas and 0.45 for non-residential areas) and expressed as annual gallons required. The Estimated Total Water Use (ETWU) is calculated based on the plants used and irrigation method selected for the landscape design. ETWU must be below the MAWA.

(1) In calculating the Maximum Applied Water Allowance and Estimated Total Water Use, a project applicant shall use the ET<sub>o</sub> values from the Reference Evapotranspiration Table in Appendix A. For geographic areas not covered in Appendix A, use data from other cities located nearby in the same reference evapotranspiration zone, as found in the CIMIS Reference Evapotranspiration Zones Map, Department of Water Resources, 1999.

(b) Water budget calculations shall adhere to the following requirements:

(1) The plant factor used shall be from WUCOLS or from horticultural researchers with academic institutions or professional associations as approved by the California Department of Water Resources (DWR). The plant factor ranges from 0 to 0.1 for very low water using plants, 0.1 to 0.3 for low water use plants, from 0.4 to 0.6 for moderate water use plants, and from 0.7 to 1.0 for high water use plants.

(2) All water features shall be included in the high water use hydrozone and temporarily irrigated areas shall be included in the low water use hydrozone.

(3) All Special Landscape Areas shall be identified and their water use calculated as shown in Appendix B.

(4) ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.5. Soil Management Report.**

(a) In order to reduce runoff and encourage healthy plant growth, a soil management report shall be completed by the project applicant, or his/her designee, as follows:

- (1) Submit soil samples to a laboratory for analysis and recommendations.

(A) Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.

(B) The soil analysis shall include:

1. soil texture;
2. infiltration rate determined by laboratory test or soil texture infiltration rate table;
3. pH;
4. total soluble salts;
5. sodium;
6. percent organic matter; and
7. recommendations.

(C) In projects with multiple landscape installations (i.e. production home developments) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots.

(2) The project applicant, or his/her designee, shall comply with one of the following:

(A) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package; or

(B) If significant mass grading is planned, the soil analysis report shall be submitted to the local agency as part of the Certificate of Completion.

(3) The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans to make any necessary adjustments to the design plans.

(4) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with Certificate of Completion.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of subsection (a)(1)(B), new subsection (a)(1)(C) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

#### § 492.6. Landscape Design Plan.

(a) For the efficient use of water, a landscape shall be carefully designed and planned for the intended function of the project. A landscape design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

##### (1) Plant Material

(A) Any plant may be selected for the landscape, providing the Estimated Total Water Use in the landscape area does not exceed the Maximum Applied Water Allowance. Methods to achieve water efficiency shall include one or more of the following:

1. protection and preservation of native species and natural vegetation;
2. selection of water-conserving plant, tree and turf species, especially local native plants;
3. selection of plants based on local climate suitability, disease and pest resistance;
4. selection of trees based on applicable local tree ordinances or tree shading guidelines, and size at maturity as appropriate for the planting area; and
5. selection of plants from local and regional landscape program plant lists.
6. selection of plants from local Fuel Modification Plan Guidelines.

(B) Each hydrozone shall have plant materials with similar water use, with the exception of hydrozones with plants of mixed water use, as specified in Section 492.7(a)(2)(D).

(C) Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the

project site. Methods to achieve water efficiency shall include one or more of the following:

1. use the Sunset Western Climate Zone System which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;

2. recognize the horticultural attributes of plants (i.e., mature plant size, invasive surface roots) to minimize damage to property or infrastructure [e.g., buildings, sidewalks, power lines]; allow for adequate soil volume for healthy root growth; and

3. consider the solar orientation for plant placement to maximize summer shade and winter solar gain.

(D) Turf is not allowed on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every 4 feet of horizontal length (rise divided by run x 100 = slope percent).

(E) High water use plants, characterized by a plant factor of 0.7 to 1.0, are prohibited in street medians.

(F) A landscape design plan for projects in fire-prone areas shall address fire safety and prevention. A defensible space or zone around a building or structure is required per Public Resources Code Section 4291(a) and (b). Avoid fire-prone plant materials and highly flammable mulches. Refer to the local Fuel Modification Plan guidelines.

(G) The use of invasive plant species, such as those listed by the California Invasive Plant Council, is strongly discouraged.

(H) The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

##### (2) Water Features

(A) Recirculating water systems shall be used for water features.

(B) Where available, recycled water shall be used as a source for decorative water features.

(C) Surface area of a water feature shall be included in the high water use hydrozone area of the water budget calculation.

(D) Pool and spa covers are highly recommended.

##### (3) Soil Preparation, Mulch and Amendments

(A) Prior to the planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need meet this requirement.

(B) Soil amendments shall be incorporated according to recommendations of the soil report and what is appropriate for the plants selected (see Section 492.5).

(C) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil. Soils with greater than 6% organic matter in the top 6 inches of soil are exempt from adding compost and tilling.

(D) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.

(E) Stabilizing mulching products shall be used on slopes that meet current engineering standards.

(F) The mulching portion of the seed/mulch slurry in hydro-seeded applications shall meet the mulching requirement.

(G) Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.

(b) The landscape design plan, at a minimum, shall:

(1) delineate and label each hydrozone by number, letter, or other method;

(2) identify each hydrozone as low, moderate, high water, or mixed water use. Temporarily irrigated areas of the landscape shall be included in the low water use hydrozone for the water budget calculation;

(3) identify recreational areas;

(4) identify areas permanently and solely dedicated to edible plants;

(5) identify areas irrigated with recycled water;

(6) identify type of mulch and application depth;

(7) identify soil amendments, type, and quantity;

(8) identify type and surface area of water features;

(9) identify hardscapes (pervious and non-pervious);

(10) identify location, installation details, and 24-hour retention or infiltration capacity of any applicable stormwater best management practices that encourage on-site retention and infiltration of stormwater.

Project applicants shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Stormwater best management practices are encouraged in the landscape design plan and examples are provided in Section 492.16.

(11) identify any applicable rain harvesting or catchment technologies as discussed in Section 492.16 and their 24-hour retention or infiltration capacity;

(12) identify any applicable graywater discharge piping, system components and area(s) of distribution;

(13) contain the following statement: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the landscape design plan"; and

(14) bear the signature of a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape. (See Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agriculture Code.)

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; Section 1351, Civil Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

### § 492.7. Irrigation Design Plan.

(a) This section applies to landscaped areas requiring permanent irrigation, not areas that require temporary irrigation solely for the plant establishment period. For the efficient use of water, an irrigation system shall meet all the requirements listed in this section and the manufacturers' recommendations. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance. An irrigation design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

(1) System

(A) Landscape water meters, defined as either a dedicated water service meter or private submeter, shall be installed for all non-residential irrigated landscapes of 1,000 sq. ft. but not more than 5,000 sq. ft. (the level at which Water Code 535 applies) and residential irrigated landscapes of 5,000 sq. ft. or greater. A landscape water meter may be either:

1. a customer service meter dedicated to landscape use provided by the local water purveyor; or

2. a privately owned meter or submeter.

(B) Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data utilizing non-volatile memory shall be required for irrigation scheduling in all irrigation systems.

(C) If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regu-

lating device is required to ensure that the dynamic pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.

1. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps, or other devices shall be installed to meet the required dynamic pressure of the irrigation system.

2. Static water pressure, dynamic or operating pressure, and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design stage, the measurements shall be conducted at installation.

(D) Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.

(E) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be required, as close as possible to the point of connection of the water supply, to minimize water loss in case of an emergency (such as a main line break) or routine repair.

(F) Backflow prevention devices shall be required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable local agency code (i.e., public health) for additional backflow prevention requirements.

(G) Flow sensors that detect high flow conditions created by system damage or malfunction are required for all on non-residential landscapes and residential landscapes of 5000 sq. ft. or larger.

(H) Master shut-off valves are required on all projects except landscapes that make use of technologies that allow for the individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.

(I) The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, hardscapes, roadways, or structures.

(J) Relevant information from the soil management plan, such as soil type and infiltration rate, shall be utilized when designing irrigation systems.

(K) The design of the irrigation system shall conform to the hydrozones of the landscape design plan.

(L) The irrigation system must be designed and installed to meet, at a minimum, the irrigation efficiency criteria as described in Section 492.4 regarding the Maximum Applied Water Allowance.

(M) All irrigation emission devices must meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers'/International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

(N) It is highly recommended that the project applicant or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.

(O) In mulched planting areas, the use of low volume irrigation is required to maximize water infiltration into the root zone.

(P) Sprinkler heads and other emission devices shall have matched precipitation rates, unless otherwise directed by the manufacturer's recommendations.

(Q) Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible distribution uniformity using the manufacturer's recommendations.

(R) Swing joints or other riser-protection components are required on all risers subject to damage that are adjacent to hardscapes or in high traffic areas of turfgrass.

(S) Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.

(T) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.

(U) Overhead irrigation shall not be permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be mulch, gravel, or other porous material. These restrictions may be modified if:

1. the landscape area is adjacent to permeable surfacing and no runoff occurs; or

2. the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping; or

3. the irrigation designer specifies an alternative design or technology, as part of the Landscape Documentation Package and clearly demonstrates strict adherence to irrigation system design criteria in Section 492.7 (a)(1)(I). Prevention of overspray and runoff must be confirmed during the irrigation audit.

(V) Slopes greater than 25% shall not be irrigated with an irrigation system with a application rate exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates no runoff or erosion will occur. Prevention of runoff and erosion must be confirmed during the irrigation audit.

(2) **Hydrozone**

(A) Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.

(B) Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.

(C) Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and turf to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.

(D) Individual hydrozones that mix plants of moderate and low water use, or moderate and high water use, may be allowed if:

1. plant factor calculation is based on the proportions of the respective plant water uses and their plant factor; or

2. the plant factor of the higher water using plant is used for calculations.

(E) Individual hydrozones that mix high and low water use plants shall not be permitted.

(F) On the landscape design plan and irrigation design plan, hydrozone areas shall be designated by number, letter, or other designation. On the irrigation design plan, designate the areas irrigated by each valve, and assign a number to each valve. Use this valve number in the Hydrozone Information Table (see Appendix B Section A). This table can also assist with the irrigation audit and programming the controller.

(b) The irrigation design plan, at a minimum, shall contain:

(1) location and size of separate water meters for landscape;

(2) location, type and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices;

(3) static water pressure at the point of connection to the public water supply;

(4) flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station;

(5) recycled water irrigation systems as specified in Section 492.14;

(6) the following statement: "I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the irrigation design plan"; and

(7) the signature of a licensed landscape architect, certified irrigation designer, licensed landscape contractor, or any other person authorized

to design an irrigation system. (See Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agricultural Code.)

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.8. Grading Design Plan.**

(a) For the efficient use of water, grading of a project site shall be designed to minimize soil erosion, runoff, and water waste. A grading plan shall be submitted as part of the Landscape Documentation Package. A comprehensive grading plan prepared by a civil engineer for other local agency permits satisfies this requirement.

(1) The project applicant shall submit a landscape grading plan that indicates finished configurations and elevations of the landscape area including:

(A) height of graded slopes;

(B) drainage patterns;

(C) pad elevations;

(D) finish grade; and

(E) stormwater retention improvements, if applicable.

(2) To prevent excessive erosion and runoff, it is highly recommended that project applicants:

(A) grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable hardscapes;

(B) avoid disruption of natural drainage patterns and undisturbed soil; and

(C) avoid soil compaction in landscape areas.

(3) The grading design plan shall contain the following statement: "I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the grading design plan" and shall bear the signature of a licensed professional as authorized by law.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

**§ 492.9. Certificate of Completion.**

(a) The Certificate of Completion (see Appendix C for a sample certificate) shall include the following six (6) elements:

(1) project information sheet that contains:

(A) date;

(B) project name;

(C) project applicant name, telephone, and mailing address;

(D) project address and location; and

(E) property owner name, telephone, and mailing address;

(2) certification by either the signer of the landscape design plan, the signer of the irrigation design plan, or the licensed landscape contractor that the landscape project has been installed per the approved Landscape Documentation Package;

(A) where there have been significant changes made in the field during construction, these "as-built" or record drawings shall be included with the certification;

(B) A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes.

(3) irrigation scheduling parameters used to set the controller (see Section 492.10);

(4) landscape and irrigation maintenance schedule (see Section 492.11);

(5) irrigation audit report (see Section 492.12); and

(6) soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of soil report recommendations (see Section 492.5).

(b) The project applicant shall:

(1) submit the signed Certificate of Completion to the local agency for review;

(2) ensure that copies of the approved Certificate of Completion are submitted to the local water purveyor and property owner or his or her designee.

(c) The local agency shall:

(1) receive the signed Certificate of Completion from the project applicant;

(2) approve or deny the Certificate of Completion. If the Certificate of Completion is denied, the local agency shall provide information to the project applicant regarding reapplication, appeal, or other assistance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. New subsection (a)(2)(B) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

### § 492.10. Irrigation Scheduling.

(a) For the efficient use of water, all irrigation schedules shall be developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:

(1) Irrigation scheduling shall be regulated by automatic irrigation controllers.

(2) Overhead irrigation shall be scheduled between 8:00 p.m. and 10:00 a.m. unless weather conditions prevent it. If allowable hours of irrigation differ from the local water purveyor, the stricter of the two shall apply. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

(3) For implementation of the irrigation schedule, particular attention must be paid to irrigation run times, emission device, flow rate, and current reference evapotranspiration, so that applied water meets the Estimated Total Water Use. Total annual applied water shall be less than or equal to Maximum Applied Water Allowance (MAWA). Actual irrigation schedules shall be regulated by automatic irrigation controllers using current reference evapotranspiration data (e.g., CIMIS) or soil moisture sensor data.

(4) Parameters used to set the automatic controller shall be developed and submitted for each of the following:

(A) the plant establishment period;

(B) the established landscape; and

(C) temporarily irrigated areas.

(5) Each irrigation schedule shall consider for each station all of the following that apply:

(A) irrigation interval (days between irrigation);

(B) irrigation run times (hours or minutes per irrigation event to avoid runoff);

(C) number of cycle starts required for each irrigation event to avoid runoff;

(D) amount of applied water scheduled to be applied on a monthly basis;

(E) application rate setting;

(F) root depth setting;

(G) plant type setting;

(H) soil type;

(I) slope factor setting;

(J) shade factor setting; and

(K) irrigation uniformity or efficiency setting.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

### § 492.11. Landscape and Irrigation Maintenance Schedule.

(a) Landscapes shall be maintained to ensure water use efficiency. A regular maintenance schedule shall be submitted with the Certificate of Completion.

(b) A regular maintenance schedule shall include, but not be limited to, routine inspection; auditing, adjustment and repair of the irrigation system and its components; aerating and dethatching turf areas; topdressing with compost, replenishing mulch; fertilizing; pruning; weeding in all landscape areas, and removing obstructions to emission devices. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

(c) Repair of all irrigation equipment shall be done with the originally installed components or their equivalents or with components with greater efficiency.

(d) A project applicant is encouraged to implement established landscape industry sustainable Best Practices for all landscape maintenance activities.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

### § 492.12. Irrigation Audit, Irrigation Survey, and Irrigation Water Use Analysis.

(a) All landscape irrigation audits shall be conducted by a local agency landscape irrigation auditor or a third party certified landscape irrigation auditor. Landscape audits shall not be conducted by the person who designed the landscape or installed the landscape.

(b) In large projects or projects with multiple landscape installations (i.e. production home developments) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.

(c) For new construction and rehabilitated landscape projects installed after December 1, 2015, as described in Section 490.1:

(1) the project applicant shall submit an irrigation audit report with the Certificate of Completion to the local agency that may include, but is not limited to: inspection, system tune-up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, and preparation of an irrigation schedule, including configuring irrigation controllers with application rate, soil types, plant factors, slope, exposure and any other factors necessary for accurate programming;

(2) the local agency shall administer programs that may include, but not be limited to, irrigation water use analysis, irrigation audits, and irrigation surveys for compliance with the Maximum Applied Water Allowance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

#### HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

### § 492.13. Irrigation Efficiency.

(a) For the purpose of determining Estimated Total Water Use, average irrigation efficiency is assumed to be 0.75 for overhead spray devices and 0.81 for drip system devices.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596,

Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.14. Recycled Water.**

(a) The installation of recycled water irrigation systems shall allow for the current and future use of recycled water.

(b) All recycled water irrigation systems shall be designed and operated in accordance with all applicable local and State laws.

(c) Landscapes using recycled water are considered Special Landscape Areas. The ET Adjustment Factor for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.15. Graywater Systems.**

(a) Graywater systems promote the efficient use of water and are encouraged to assist in on-site landscape irrigation. All graywater systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards. Refer to § 490.1 (d) for the applicability of this ordinance to landscape areas less than 2,500 square feet with the Estimated Total Water Use met entirely by graywater.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.15 to 492.16, new section 492.15 and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.16. Stormwater Management and Rainwater Retention.**

(a) Stormwater management practices minimize runoff and increase infiltration which recharges groundwater and improves water quality. Implementing stormwater best management practices into the landscape and grading design plans to minimize runoff and to increase on-site rainwater retention and infiltration are encouraged.

(b) Project applicants shall refer to the local agency or Regional Water Quality Control Board for information on any applicable stormwater technical requirements.

(c) All planted landscape areas are required to have friable soil to maximize water retention and infiltration. Refer to § 492.6(a)(3).

(d) It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent runoff from impervious surfaces (i.e. roof and paved areas) from either: the one inch, 24-hour rain event or (2) the 85th percentile, 24-hour rain event, and/or additional capacity as required by any applicable local, regional, state or federal regulation.

(e) It is recommended that storm water projects incorporate any of the following elements to improve on-site storm water and dry weather runoff capture and use:

- Grade impervious surfaces, such as driveways, during construction to drain to vegetated areas.

- Minimize the area of impervious surfaces such as paved areas, roof and concrete driveways.
- Incorporate pervious or porous surfaces (e.g., gravel, permeable pavers or blocks, pervious or porous concrete) that minimize runoff.
- Direct runoff from paved surfaces and roof areas into planting beds or landscaped areas to maximize site water capture and reuse.
- Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
- Incorporate infiltration beds, swales, basins and drywells to capture storm water and dry weather runoff and increase percolation into the soil.
- Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.16 to section 492.17 and renumbering of former section 492.15 to new section 492.16, including amendment of section heading, section and NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.17. Public Education.**

(a) Publications. Education is a critical component to promote the efficient use of water in landscapes. The use of appropriate principles of design, installation, management and maintenance that save water is encouraged in the community.

(1) A local agency or water supplier/purveyor shall provide information to owners of permitted renovations and new, single-family residential homes regarding the design, installation, management, and maintenance of water efficient landscapes based on a water budget.

(b) Model Homes. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water efficient landscapes described in this ordinance.

(1) Signs shall be used to identify the model as an example of a water efficient landscape featuring elements such as hydrozones, irrigation equipment, and others that contribute to the overall water efficient theme. Signage shall include information about the site water use as designed per the local ordinance; specify who designed and installed the water efficient landscape; and demonstrate low water use approaches to landscaping such as using native plants, graywater systems, and rainwater catchment systems.

(2) Information shall be provided about designing, installing, managing, and maintaining water efficient landscapes.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.17 to new section 492.18 and renumbering of former section 492.16 to new section 492.17, including amendment of section and NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 492.18. Environmental Review.**

(a) The local agency must comply with the California Environmental Quality Act (CEQA), as appropriate.

NOTE: Authority cited: Section 21082, Public Resources Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 21080 and 21082, Public Resources Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. Renumbering of former section 492.17 to new section 492.18, including amendment of NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 493. Provisions for Existing Landscapes.**

(a) A local agency may by mutual agreement, designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Repealer and new section and amendment of NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 493.1. Irrigation Audit, Irrigation Survey, and Irrigation Water Use Analysis.**

(a) This section, 493.1, shall apply to all existing landscapes that were installed before December 1, 2015 and are over one acre in size.

(1) For all landscapes in 493.1 (a) that have a water meter, the local agency shall administer programs that may include, but not be limited to, irrigation water use analyses, irrigation surveys, and irrigation audits to evaluate water use and provide recommendations as necessary to reduce landscape water use to a level that does not exceed the Maximum Applied Water Allowance for existing landscapes. The Maximum Applied Water Allowance for existing landscapes shall be calculated as:  $MAWA = (0.8) (ETo) (LA) (0.62)$ .

(2) For all landscapes in 493.1(a), that do not have a meter, the local agency shall administer programs that may include, but not be limited to, irrigation surveys and irrigation audits to evaluate water use and provide recommendations as necessary in order to prevent water waste.

(b) All landscape irrigation audits shall be conducted by a certified landscape irrigation auditor.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of subsection (a) and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 493.2. Water Waste Prevention.**

(a) Local agencies shall prevent water waste resulting from inefficient landscape irrigation by prohibiting runoff from leaving the target landscape due to low head drainage, overspray, or other similar conditions where water flows onto adjacent property, non-irrigated areas, walks, roadways, parking lots, or structures. Penalties for violation of these prohibitions shall be established locally.

(b) Restrictions regarding overspray and runoff may be modified if:

(1) the landscape area is adjacent to permeable surfacing and no runoff occurs; or

(2) the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping.

NOTE: Authority cited: Section 65594, Government Code. Reference: Section 65596, Government Code.

**HISTORY**

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

**§ 494. Effective Precipitation.**

(a) A local agency may consider Effective Precipitation (25% of annual precipitation) in tracking water use and may use the following equation to calculate Maximum Applied Water Allowance:

$MAWA = (ETo - Eppt) (0.62) [(0.55 \times LA) + (0.45 \times SLA)]$  for residential areas.

$MAWA = (ETo - EPPT) (0.62) [(0.45 \times LA) + (0.55 \times SLA)]$  for non-residential areas.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. Repealer and new section; new NOTE and new Appendices A-C filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**§ 495. Reporting.**

(a) Local agencies shall report on implementation and enforcement by December 31, 2015. Local agencies responsible for administering individual ordinances shall report on their updated ordinance, while those agencies developing a regional ordinance shall report on their existing ordinance. Those agencies crafting a regional ordinance shall also report on their new ordinance by March 1, 2016. Subsequently, reporting for all agencies will be due by January 31st of each year. Reports shall be submitted to the Department of Water Resources.

(b) Local agencies are to address the following:

(1) State whether you are adopting a single agency ordinance or a regional agency alliance ordinance, and the date of adoption or anticipated date of adoption.

(2) Define the reporting period. The reporting period shall commence on December 1, 2015 and the end on December 28, 2015. For local agencies crafting regional ordinances with other agencies, there shall be an additional reporting period commencing on February 1, 2016 and ending on February 28, 2016. In subsequent years, all local agency reporting will be for the calendar year.

(3) State if using a locally modified Water Efficient Landscape Ordinance (WELO) or the MWELo. If using a locally modified WELO, how is it different than MWELo, is it at least as efficient as MWELo, and are there any exemptions specified?

(4) State the entity responsible for implementing the ordinance.

(5) State number and types of projects subject to the ordinance during the specified reporting period.

(6) State the total area (in square feet or acres) subject to the ordinance over the reporting period, if available.

(7) Provide the number of new housing starts, new commercial projects, and landscape retrofits during the reporting period.

(8) Describe the procedure for review of projects subject to the ordinance.

(9) Describe actions taken to verify compliance. Is a plan check performed; if so, by what entity? Is a site inspection performed; if so, by what entity? Is a post-installation audit required; if so, by whom?

(10) Describe enforcement measures.

(11) Explain challenges to implementing and enforcing the ordinance.

(12) Describe educational and other needs to properly apply the ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

**HISTORY**

1. New section filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38). For prior history, see Register 2009, No. 37.

Appendix A. Reference Evapotranspiration (ETo) Table

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
<b>ALAMEDA</b>													
Fremont	1.5	1.9	3.4	4.7	5.4	6.3	6.7	6.0	4.5	3.4	1.8	1.5	47.0
Livermore	1.2	1.5	2.9	4.4	5.9	6.6	7.4	6.4	5.3	3.2	1.5	0.9	47.2
Oakland	1.5	1.5	2.8	3.9	5.1	5.3	6.0	5.5	4.8	3.1	1.4	0.9	41.8
Oakland Foothills	1.1	1.4	2.7	3.7	5.1	6.4	5.8	4.9	3.6	2.6	1.4	1.0	39.6
Pleasanton	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
Union City	1.4	1.8	3.1	4.2	5.4	5.9	6.4	5.7	4.4	3.1	1.5	1.2	44.2
<b>ALPINE</b>													
Markleeville	0.7	0.9	2.0	3.5	5.0	6.1	7.3	6.4	4.4	2.6	1.2	0.5	40.6
<b>AMADOR</b>													
Jackson	1.2	1.5	2.8	4.4	6.0	7.2	7.9	7.2	5.3	3.2	1.4	0.9	48.9
Shanandoah Valley	1.0	1.7	2.9	4.4	5.6	6.8	7.9	7.1	5.2	3.6	1.7	1.0	48.8
<b>BUTTE</b>													
Chico	1.2	1.8	2.9	4.7	6.1	7.4	8.5	7.3	5.4	3.7	1.7	1.0	51.7
Durham	1.1	1.8	3.2	5.0	6.5	7.4	7.8	6.9	5.3	3.6	1.7	1.0	51.1
Gridley	1.2	1.8	3.0	4.7	6.1	7.7	8.5	7.1	5.4	3.7	1.7	1.0	51.9
Oroville	1.2	1.7	2.8	4.7	6.1	7.6	8.5	7.3	5.3	3.7	1.7	1.0	51.5
<b>CALAVERAS</b>													
San Andreas	1.2	1.5	2.8	4.4	6.0	7.3	7.9	7.0	5.3	3.2	1.4	0.7	48.8
<b>COLUSA</b>													
Colusa	1.0	1.7	3.4	5.0	6.4	7.6	8.3	7.2	5.4	3.8	1.8	1.1	52.8
Williams	1.2	1.7	2.9	4.5	6.1	7.2	8.5	7.3	5.3	3.4	1.6	1.0	50.8
<b>CONTRA COSTA</b>													
Brentwood	1.0	1.5	2.9	4.5	6.1	7.1	7.9	6.7	5.2	3.2	1.4	0.7	48.3
Concord	1.1	1.4	2.4	4.0	5.5	5.9	7.0	6.0	4.8	3.2	1.3	0.7	43.4
Courtland	0.9	1.5	2.9	4.4	6.1	6.9	7.9	6.7	5.3	3.2	1.4	0.7	48.0
Martinez	1.2	1.4	2.4	3.9	5.3	5.6	6.7	5.6	4.7	3.1	1.2	0.7	41.8
Moraga	1.2	1.5	3.4	4.2	5.5	6.1	6.7	5.9	4.6	3.2	1.6	1.0	44.9
Pittsburg	1.0	1.5	2.8	4.1	5.6	6.4	7.4	6.4	5.0	3.2	1.3	0.7	45.4
Walnut Creek	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
<b>DEL NORTE</b>													
Crescent City	0.5	0.9	2.0	3.0	3.7	3.5	4.3	3.7	3.0	2.0	0.9	0.5	27.7
<b>EL DORADO</b>													
Camino	0.9	1.7	2.5	3.9	5.9	7.2	7.8	6.8	5.1	3.1	1.5	0.9	47.3
<b>FRESNO</b>													
Clovis	1.0	1.5	3.2	4.8	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Coalinga	1.2	1.7	3.1	4.6	6.2	7.2	8.5	7.3	5.3	3.4	1.6	0.7	50.9
Firebaugh	1.0	1.8	3.7	5.7	7.3	8.1	8.2	7.2	5.5	3.9	2.0	1.1	55.4
FivePoints	1.3	2.0	4.0	6.1	7.7	8.5	8.7	8.0	6.2	4.5	2.4	1.2	60.4
Fresno	0.9	1.7	3.3	4.8	6.7	7.8	8.4	7.1	5.2	3.2	1.4	0.6	51.1
Fresno State	0.9	1.6	3.2	5.2	7.0	8.0	8.7	7.6	5.4	3.6	1.7	0.9	53.7
Friant	1.2	1.5	3.1	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Kerman	0.9	1.5	3.2	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.2
Kingsburg	1.0	1.5	3.4	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.6
Mendota	1.5	2.5	4.6	6.2	7.9	8.6	8.8	7.5	5.9	4.5	2.4	1.5	61.7
Orange Cove	1.2	1.9	3.5	4.7	7.4	8.5	8.9	7.9	5.9	3.7	1.8	1.2	56.7
Panoche	1.1	2.0	4.0	5.6	7.8	8.5	8.3	7.3	5.6	3.9	1.8	1.2	57.2
Parlier	1.0	1.9	3.6	5.2	6.8	7.6	8.1	7.0	5.1	3.4	1.7	0.9	52.0

<b>Appendix A - Reference Evapotranspiration (ET<sub>o</sub>) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ET<sub>o</sub></b>
<b>FRESNO</b>													
Reedley	1.1	1.5	3.2	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Westlands	0.9	1.7	3.8	6.3	8.0	8.6	8.6	7.8	5.9	4.3	2.1	1.1	58.8
<b>GLENN</b>													
Orland	1.1	1.8	3.4	5.0	6.4	7.5	7.9	6.7	5.3	3.9	1.8	1.4	52.1
Willows	1.2	1.7	2.9	4.7	6.1	7.2	8.5	7.3	5.3	3.6	1.7	1.0	51.3
<b>HUMBOLDT</b>													
Eureka	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Ferndale	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Garberville	0.6	1.2	2.2	3.1	4.5	5.0	5.5	4.9	3.8	2.4	1.0	0.7	34.9
Hoopla	0.5	1.1	2.1	3.0	4.4	5.4	6.1	5.1	3.8	2.4	0.9	0.7	35.6
<b>IMPERIAL</b>													
Brawley	2.8	3.8	5.9	8.0	10.4	11.5	11.7	10.0	8.4	6.2	3.5	2.1	84.2
Calipatria/Mulberry	2.4	3.2	5.1	6.8	8.6	9.2	9.2	8.6	7.0	5.2	3.1	2.3	70.7
El Centro	2.7	3.5	5.6	7.9	10.1	11.1	11.6	9.5	8.3	6.1	3.3	2.0	81.7
Holtville	2.8	3.8	5.9	7.9	10.4	11.6	12.0	10.0	8.6	6.2	3.5	2.1	84.7
Meloland	2.5	3.2	5.5	7.5	8.9	9.2	9.0	8.5	6.8	5.3	3.1	2.2	71.6
Palo Verde II	2.5	3.3	5.7	6.9	8.5	8.9	8.6	7.9	6.2	4.5	2.9	2.3	68.2
Seeley	2.7	3.5	5.9	7.7	9.7	10.1	9.3	8.3	6.9	5.5	3.4	2.2	75.4
Westmoreland	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Yuma	2.5	3.4	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.6
<b>INYO</b>													
Bishop	1.7	2.7	4.8	6.7	8.2	10.9	7.4	9.6	7.4	4.8	2.5	1.6	68.3
Death Valley Jct	2.2	3.3	5.4	7.7	9.8	11.1	11.4	10.1	8.3	5.4	2.9	1.7	79.1
Independence	1.7	2.7	3.4	6.6	8.5	9.5	9.8	8.5	7.1	3.9	2.0	1.5	65.2
Lower Haiwee Res.	1.8	2.7	4.4	7.1	8.5	9.5	9.8	8.5	7.1	4.2	2.6	1.5	67.6
Oasis	2.7	2.8	5.9	8.0	10.4	11.7	11.6	10.0	8.4	6.2	3.4	2.1	83.1
<b>KERN</b>													
Arvin	1.2	1.8	3.5	4.7	6.6	7.4	8.1	7.3	5.3	3.4	1.7	1.0	51.9
Bakersfield	1.0	1.8	3.5	4.7	6.6	7.7	8.5	7.3	5.3	3.5	1.6	0.9	52.4
Bakersfield/Bonanza	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
Bakersfield/Greendale	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
Belridge	1.4	2.2	4.1	5.5	7.7	8.5	8.6	7.8	6.0	3.8	2.0	1.5	59.2
Blackwells Corner	1.4	2.1	3.8	5.4	7.0	7.8	8.5	7.7	5.8	3.9	1.9	1.2	56.6
Buttonwillow	1.0	1.8	3.2	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.5	0.9	52.0
China Lake	2.1	3.2	5.3	7.7	9.2	10.0	11.0	9.8	7.3	4.9	2.7	1.7	74.8
Delano	0.9	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.4	0.7	52.0
Famoso	1.3	1.9	3.5	4.8	6.7	7.6	8.0	7.3	5.5	3.5	1.7	1.3	53.1
Grapevine	1.3	1.8	3.1	4.4	5.6	6.8	7.6	6.8	5.9	3.4	1.9	1.0	49.5
Inyokern	2.0	3.1	4.9	7.3	8.5	9.7	11.0	9.4	7.1	5.1	2.6	1.7	72.4
Isabella Dam	1.2	1.4	2.8	4.4	5.8	7.3	7.9	7.0	5.0	3.2	1.7	0.9	48.4
Lamont	1.3	2.4	4.4	4.6	6.5	7.0	8.8	7.6	5.7	3.7	1.6	0.8	54.4
Lost Hills	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
McFarland/Kern	1.2	2.1	3.7	5.6	7.3	8.0	8.3	7.4	5.6	4.1	2.0	1.2	56.5
Shafter	1.0	1.7	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.5	0.9	52.1
Taft	1.3	1.8	3.1	4.3	6.2	7.3	8.5	7.3	5.4	3.4	1.7	1.0	51.2
Tehachapi	1.4	1.8	3.2	5.0	6.1	7.7	7.9	7.3	5.9	3.4	2.1	1.2	52.9
<b>KINGS</b>													
Caruthers	1.6	2.5	4.0	5.7	7.8	8.7	9.3	8.4	6.3	4.4	2.4	1.6	62.7

<b>Appendix A - Reference Evapotranspiration (ETo) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ETo</b>
<b>KINGS</b>													
Corcoran	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Hanford	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.2	5.4	3.4	1.4	0.7	51.5
Kettleman	1.1	2.0	4.0	6.0	7.5	8.5	9.1	8.2	6.1	4.5	2.2	1.1	60.2
Lemoore	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.4	0.7	51.7
Stratford	0.9	1.9	3.9	6.1	7.8	8.6	8.8	7.7	5.9	4.1	2.1	1.0	58.7
<b>LAKE</b>													
Lakeport	1.1	1.3	2.6	3.5	5.1	6.0	7.3	6.1	4.7	2.9	1.2	0.9	42.8
Lower Lake	1.2	1.4	2.7	4.5	5.3	6.3	7.4	6.4	5.0	3.1	1.3	0.9	45.4
<b>LASSEN</b>													
Buntingville	1.0	1.7	3.5	4.9	6.2	7.3	8.4	7.5	5.4	3.4	1.5	0.9	51.8
Ravendale	0.6	1.1	2.3	4.1	5.6	6.7	7.9	7.3	4.7	2.8	1.2	0.5	44.9
Susanville	0.7	1.0	2.2	4.1	5.6	6.5	7.8	7.0	4.6	2.8	1.2	0.5	44.0
<b>LOS ANGELES</b>													
Burbank	2.1	2.8	3.7	4.7	5.1	6.0	6.6	6.7	5.4	4.0	2.6	2.0	51.7
Claremont	2.0	2.3	3.4	4.6	5.0	6.0	7.0	7.0	5.3	4.0	2.7	2.1	51.3
El Dorado	1.7	2.2	3.6	4.8	5.1	5.7	5.9	5.9	4.4	3.2	2.2	1.7	46.3
Glendale	2.0	2.2	3.3	3.8	4.7	4.8	5.7	5.6	4.3	3.3	2.2	1.8	43.7
Glendora	2.0	2.5	3.6	4.9	5.4	6.1	7.3	6.8	5.7	4.2	2.6	2.0	53.1
Gorman	1.6	2.2	3.4	4.6	5.5	7.4	7.7	7.1	5.9	3.6	2.4	1.1	52.4
Hollywood Hills	2.1	2.2	3.8	5.4	6.0	6.5	6.7	6.4	5.2	3.7	2.8	2.1	52.8
Lancaster	2.1	3.0	4.6	5.9	8.5	9.7	11.0	9.8	7.3	4.6	2.8	1.7	71.1
Long Beach	1.8	2.1	3.3	3.9	4.5	4.3	5.3	4.7	3.7	2.8	1.8	1.5	39.7
Los Angeles	2.2	2.7	3.7	4.7	5.5	5.8	6.2	5.9	5.0	3.9	2.6	1.9	50.1
Monrovia	2.2	2.3	3.8	4.3	5.5	5.9	6.9	6.4	5.1	3.2	2.5	2.0	50.2
Palmdale	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
Pasadena	2.1	2.7	3.7	4.7	5.1	6.0	7.1	6.7	5.6	4.2	2.6	2.0	52.3
Pearblossom	1.7	2.4	3.7	4.7	7.3	7.7	9.9	7.9	6.4	4.0	2.6	1.6	59.9
Pomona	1.7	2.0	3.4	4.5	5.0	5.8	6.5	6.4	4.7	3.5	2.3	1.7	47.5
Redondo Beach	2.2	2.4	3.3	3.8	4.5	4.7	5.4	4.8	4.4	2.8	2.4	2.0	42.6
San Fernando	2.0	2.7	3.5	4.6	5.5	5.9	7.3	6.7	5.3	3.9	2.6	2.0	52.0
Santa Clarita	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Santa Monica	1.8	2.1	3.3	4.5	4.7	5.0	5.4	5.4	3.9	3.4	2.4	2.2	44.2
<b>MADERA</b>													
Chowchilla	1.0	1.4	3.2	4.7	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Madera	0.9	1.4	3.2	4.8	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.5
Raymond	1.2	1.5	3.0	4.6	6.1	7.6	8.4	7.3	5.2	3.4	1.4	0.7	50.5
<b>MARIN</b>													
Black Point	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
Novato	1.3	1.5	2.4	3.5	4.4	6.0	5.9	5.4	4.4	2.8	1.4	0.7	39.8
Point San Pedro	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
San Rafael	1.2	1.3	2.4	3.3	4.0	4.8	4.8	4.9	4.3	2.7	1.3	0.7	35.8
<b>MARIPOSA</b>													
Coulterville	1.1	1.5	2.8	4.4	5.9	7.3	8.1	7.0	5.3	3.4	1.4	0.7	48.8
Mariposa	1.1	1.5	2.8	4.4	5.9	7.4	8.2	7.1	5.0	3.4	1.4	0.7	49.0
Yosemite Village	0.7	1.0	2.3	3.7	5.1	6.5	7.1	6.1	4.4	2.9	1.1	0.6	41.4
<b>MENDOCINO</b>													
Fort Bragg	0.9	1.3	2.2	3.0	3.7	3.5	3.7	3.7	3.0	2.3	1.2	0.7	29.0
Hopland	1.1	1.3	2.6	3.4	5.0	5.9	6.5	5.7	4.5	2.8	1.3	0.7	40.9

<b>Appendix A - Reference Evapotranspiration (ETo) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ETo</b>
<b>MENDOCINO</b>													
Point Arena	1.0	1.3	2.3	3.0	3.7	3.9	3.7	3.7	3.0	2.3	1.2	0.7	29.6
Sanel Valley	1.0	1.6	3.0	4.6	6.0	7.0	8.0	7.0	5.2	3.4	1.4	0.9	49.1
Ukiah	1.0	1.3	2.6	3.3	5.0	5.8	6.7	5.9	4.5	2.8	1.3	0.7	40.9
<b>MERCED</b>													
Kesterson	0.9	1.7	3.4	5.5	7.3	8.2	8.6	7.4	5.5	3.8	1.8	0.9	55.1
Los Banos	1.0	1.5	3.2	4.7	6.1	7.4	8.2	7.0	5.3	3.4	1.4	0.7	50.0
Merced	1.0	1.5	3.2	4.7	6.6	7.9	8.5	7.2	5.3	3.4	1.4	0.7	51.5
<b>MODOC</b>													
Modoc/Alturas	0.9	1.4	2.8	3.7	5.1	6.2	7.5	6.6	4.6	2.8	1.2	0.7	43.2
<b>MONO</b>													
Bridgeport	0.7	0.9	2.2	3.8	5.5	6.6	7.4	6.7	4.7	2.7	1.2	0.5	43.0
<b>MONTEREY</b>													
Arroyo Seco	1.5	2.0	3.7	5.4	6.3	7.3	7.2	6.7	5.0	3.9	2.0	1.6	52.6
Castroville	1.4	1.7	3.0	4.2	4.6	4.8	4.0	3.8	3.0	2.6	1.6	1.4	36.2
Gonzales	1.3	1.7	3.4	4.7	5.4	6.3	6.3	5.9	4.4	3.4	1.9	1.3	45.7
Greenfield	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
King City	1.7	2.0	3.4	4.4	4.4	5.6	6.1	6.7	6.5	5.2	2.2	1.3	49.6
King City-Oasis Rd.	1.4	1.9	3.6	5.3	6.5	7.3	7.4	6.8	5.1	4.0	2.0	1.5	52.7
Long Valley	1.5	1.9	3.2	4.1	5.8	6.5	7.3	6.7	5.3	3.6	2.0	1.2	49.1
Monterey	1.7	1.8	2.7	3.5	4.0	4.1	4.3	4.2	3.5	2.8	1.9	1.5	36.0
Pajaro	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.1
Salinas	1.6	1.9	2.7	3.8	4.8	4.7	5.0	4.5	4.0	2.9	1.9	1.3	39.1
Salinas North	1.2	1.5	2.9	4.1	4.6	5.2	4.5	4.3	3.2	2.8	1.5	1.2	36.9
San Ardo	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
San Juan	1.8	2.1	3.4	4.6	5.3	5.7	5.5	4.9	3.8	3.2	2.2	1.9	44.2
Soledad	1.7	2.0	3.4	4.4	5.5	5.4	6.5	6.2	5.2	3.7	2.2	1.5	47.7
<b>NAPA</b>													
Angwin	1.8	1.9	3.2	4.7	5.8	7.3	8.1	7.1	5.5	4.5	2.9	2.1	54.9
Carneros	0.8	1.5	3.1	4.6	5.5	6.6	6.9	6.2	4.7	3.5	1.4	1.0	45.8
Oakville	1.0	1.5	2.9	4.7	5.8	6.9	7.2	6.4	4.9	3.5	1.6	1.2	47.7
St Helena	1.2	1.5	2.8	3.9	5.1	6.1	7.0	6.2	4.8	3.1	1.4	0.9	44.1
Yountville	1.3	1.7	2.8	3.9	5.1	6.0	7.1	6.1	4.8	3.1	1.5	0.9	44.3
<b>NEVADA</b>													
Grass Valley	1.1	1.5	2.6	4.0	5.7	7.1	7.9	7.1	5.3	3.2	1.5	0.9	48.0
Nevada City	1.1	1.5	2.6	3.9	5.8	6.9	7.9	7.0	5.3	3.2	1.4	0.9	47.4
<b>ORANGE</b>													
Irvine	2.2	2.5	3.7	4.7	5.2	5.9	6.3	6.2	4.6	3.7	2.6	2.3	49.6
Laguna Beach	2.2	2.7	3.4	3.8	4.6	4.6	4.9	4.9	4.4	3.4	2.4	2.0	43.2
Santa Ana	2.2	2.7	3.7	4.5	4.6	5.4	6.2	6.1	4.7	3.7	2.5	2.0	48.2
<b>PLACER</b>													
Auburn	1.2	1.7	2.8	4.4	6.1	7.4	8.3	7.3	5.4	3.4	1.6	1.0	50.6
Blue Canyon	0.7	1.1	2.1	3.4	4.8	6.0	7.2	6.1	4.6	2.9	0.9	0.6	40.5
Colfax	1.1	1.5	2.6	4.0	5.8	7.1	7.9	7.0	5.3	3.2	1.4	0.9	47.9
Roseville	1.1	1.7	3.1	4.7	6.2	7.7	8.5	7.3	5.6	3.7	1.7	1.0	52.2
Soda Springs	0.7	0.7	1.8	3.0	4.3	5.3	6.2	5.5	4.1	2.5	0.7	0.7	35.4
Tahoe City	0.7	0.7	1.7	3.0	4.3	5.4	6.1	5.6	4.1	2.4	0.8	0.6	35.5
Truckee	0.7	0.7	1.7	3.2	4.4	5.4	6.4	5.7	4.1	2.4	0.8	0.6	36.2

<b>Appendix A - Reference Evapotranspiration (ETo) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ETo</b>
<b>PLUMAS</b>													
Portola	0.7	0.9	1.9	3.5	4.9	5.9	7.3	5.9	4.3	2.7	0.9	0.5	39.4
Quincy	0.7	0.9	2.2	3.5	4.9	5.9	7.3	5.9	4.4	2.8	1.2	0.5	40.2
<b>RIVERSIDE</b>													
Beaumont	2.0	2.3	3.4	4.4	6.1	7.1	7.6	7.9	6.0	3.9	2.6	1.7	55.0
Blythe	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Cathedral City	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Coachella	2.9	4.4	6.2	8.4	10.5	11.9	12.3	10.1	8.9	6.2	3.8	2.4	88.1
Desert Center	2.9	4.1	6.4	8.5	11.0	12.1	12.2	11.1	9.0	6.4	3.9	2.6	90.0
Elsinore	2.1	2.8	3.9	4.4	5.9	7.1	7.6	7.0	5.8	3.9	2.6	1.9	55.0
Indio	3.1	3.6	6.5	8.3	10.5	11.0	10.8	9.7	8.3	5.9	3.7	2.7	83.9
La Quinta	2.4	2.8	5.2	6.5	8.3	8.7	8.5	7.9	6.5	4.5	2.7	2.2	66.2
Mecca	2.6	3.3	5.7	7.2	8.6	9.0	8.8	8.2	6.8	5.0	3.2	2.4	70.8
Oasis	2.9	3.3	5.3	6.1	8.5	8.9	8.7	7.9	6.9	4.8	2.9	2.3	68.4
Palm Desert	2.5	3.4	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.6
Palm Springs	2.0	2.9	4.9	7.2	8.3	8.5	11.6	8.3	7.2	5.9	2.7	1.7	71.1
Rancho California	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
Rancho Mirage	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Ripley	2.7	3.3	5.6	7.2	8.7	8.7	8.4	7.6	6.2	4.6	2.8	2.2	67.8
Salton Sea North	2.5	3.3	5.5	7.2	8.8	9.3	9.2	8.5	6.8	5.2	3.1	2.3	71.7
Temecula East II	2.3	2.4	4.1	4.9	6.4	7.0	7.8	7.4	5.7	4.1	2.6	2.2	56.7
Thermal	2.4	3.3	5.5	7.6	9.1	9.6	9.3	8.6	7.1	5.2	3.1	2.1	72.8
Riverside UC	2.5	2.9	4.2	5.3	5.9	6.6	7.2	6.9	5.4	4.1	2.9	2.6	56.4
Winchester	2.3	2.4	4.1	4.9	6.4	6.9	7.7	7.5	6.0	3.9	2.6	2.1	56.8
<b>SACRAMENTO</b>													
Fair Oaks	1.0	1.6	3.4	4.1	6.5	7.5	8.1	7.1	5.2	3.4	1.5	1.0	50.5
Sacramento	1.0	1.8	3.2	4.7	6.4	7.7	8.4	7.2	5.4	3.7	1.7	0.9	51.9
Twitchell Island	1.2	1.8	3.9	5.3	7.4	8.8	9.1	7.8	5.9	3.8	1.7	1.2	57.9
<b>SAN BENITO</b>													
Hollister	1.5	1.8	3.1	4.3	5.5	5.7	6.4	5.9	5.0	3.5	1.7	1.1	45.1
San Benito	1.2	1.6	3.1	4.6	5.6	6.4	6.9	6.5	4.8	3.7	1.7	1.2	47.2
San Juan Valley	1.4	1.8	3.4	4.5	6.0	6.7	7.1	6.4	5.0	3.5	1.8	1.4	49.1
<b>SAN BERNARDINO</b>													
Baker	2.7	3.9	6.1	8.3	10.4	11.8	12.2	11.0	8.9	6.1	3.3	2.1	86.6
Barstow NE	2.2	2.9	5.3	6.9	9.0	10.1	9.9	8.9	6.8	4.8	2.7	2.1	71.7
Big Bear Lake	1.8	2.6	4.6	6.0	7.0	7.6	8.1	7.4	5.4	4.1	2.4	1.8	58.6
Chino	2.1	2.9	3.9	4.5	5.7	6.5	7.3	7.1	5.9	4.2	2.6	2.0	54.6
Crestline	1.5	1.9	3.3	4.4	5.5	6.6	7.8	7.1	5.4	3.5	2.2	1.6	50.8
Lake Arrowhead	1.8	2.6	4.6	6.0	7.0	7.6	8.1	7.4	5.4	4.1	2.4	1.8	58.6
Lucerne Valley	2.2	2.9	5.1	6.5	9.1	11.0	11.4	9.9	7.4	5.0	3.0	1.8	75.3
Needles	3.2	4.2	6.6	8.9	11.0	12.4	12.8	11.0	8.9	6.6	4.0	2.7	92.1
Newberry Springs	2.1	2.9	5.3	8.4	9.8	10.9	11.1	9.9	7.6	5.2	3.1	2.0	78.2
San Bernardino	2.0	2.7	3.8	4.6	5.7	6.9	7.9	7.4	5.9	4.2	2.6	2.0	55.6
Twentynine Palms	2.6	3.6	5.9	7.9	10.1	11.2	11.2	10.3	8.6	5.9	3.4	2.2	82.9
Victorville	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
<b>SAN DIEGO</b>													
Chula Vista	2.2	2.7	3.4	3.8	4.9	4.7	5.5	4.9	4.5	3.4	2.4	2.0	44.2
Escondido SPV	2.4	2.6	3.9	4.7	5.9	6.5	7.1	6.7	5.3	3.9	2.8	2.3	54.2
Miramar	2.3	2.5	3.7	4.1	5.1	5.4	6.1	5.8	4.5	3.3	2.4	2.1	47.1

<b>Appendix A - Reference Evapotranspiration (ET<sub>o</sub>) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ET<sub>o</sub></b>
<b>SAN DIEGO</b>													
Oceanside	2.2	2.7	3.4	3.7	4.9	4.6	4.6	5.1	4.1	3.3	2.4	2.0	42.9
Otay Lake	2.3	2.7	3.9	4.6	5.6	5.9	6.2	6.1	4.8	3.7	2.6	2.2	50.4
Pine Valley	1.5	2.4	3.8	5.1	6.0	7.0	7.8	7.3	6.0	4.0	2.2	1.7	54.8
Ramona	2.1	2.1	3.4	4.6	5.2	6.3	6.7	6.8	5.3	4.1	2.8	2.1	51.6
San Diego	2.1	2.4	3.4	4.6	5.1	5.3	5.7	5.6	4.3	3.6	2.4	2.0	46.5
Santee	2.1	2.7	3.7	4.5	5.5	6.1	6.6	6.2	5.4	3.8	2.6	2.0	51.1
Torrey Pines	2.2	2.3	3.4	3.9	4.0	4.1	4.6	4.7	3.8	2.8	2.0	2.0	39.8
Warner Springs	1.6	2.7	3.7	4.7	5.7	7.6	8.3	7.7	6.3	4.0	2.5	1.3	56.0
<b>SAN FRANCISCO</b>													
San Francisco	1.5	1.3	2.4	3.0	3.7	4.6	4.9	4.8	4.1	2.8	1.3	0.7	35.1
<b>SAN JOAQUIN</b>													
Farmington	1.5	1.5	2.9	4.7	6.2	7.6	8.1	6.8	5.3	3.3	1.4	0.7	50.0
Lodi West	1.0	1.6	3.3	4.3	6.3	6.9	7.3	6.4	4.5	3.0	1.4	0.8	46.7
Manteca	0.9	1.7	3.4	5.0	6.5	7.5	8.0	7.1	5.2	3.3	1.6	0.9	51.2
Stockton	0.8	1.5	2.9	4.7	6.2	7.4	8.1	6.8	5.3	3.2	1.4	0.6	49.1
Tracy	1.0	1.5	2.9	4.5	6.1	7.3	7.9	6.7	5.3	3.2	1.3	0.7	48.5
<b>SAN LUIS OBISPO</b>													
Arroyo Grande	2.0	2.2	3.2	3.8	4.3	4.7	4.3	4.6	3.8	3.2	2.4	1.7	40.0
Atascadero	1.2	1.5	2.8	3.9	4.5	6.0	6.7	6.2	5.0	3.2	1.7	1.0	43.7
Morro Bay	2.0	2.2	3.1	3.5	4.3	4.5	4.6	4.6	3.8	3.5	2.1	1.7	39.9
Nipomo	2.2	2.5	3.8	5.1	5.7	6.2	6.4	6.1	4.9	4.1	2.9	2.3	52.1
Paso Robles	1.6	2.0	3.2	4.3	5.5	6.3	7.3	6.7	5.1	3.7	2.1	1.4	49.0
San Luis Obispo	2.0	2.2	3.2	4.1	4.9	5.3	4.6	5.5	4.4	3.5	2.4	1.7	43.8
San Miguel	1.6	2.0	3.2	4.3	5.0	6.4	7.4	6.8	5.1	3.7	2.1	1.4	49.0
San Simeon	2.0	2.0	2.9	3.5	4.2	4.4	4.6	4.3	3.5	3.1	2.0	1.7	38.1
<b>SAN MATEO</b>													
Hal Moon Bay	1.5	1.7	2.4	3.0	3.9	4.3	4.3	4.2	3.5	2.8	1.3	1.0	33.7
Redwood City	1.5	1.8	2.9	3.8	5.2	5.3	6.2	5.6	4.8	3.1	1.7	1.0	42.8
Woodside	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
<b>SANTA BARBARA</b>													
Betteravia	2.1	2.6	4.0	5.2	6.0	5.9	5.8	5.4	4.1	3.3	2.7	2.1	49.1
Carpenteria	2.0	2.4	3.2	3.9	4.8	5.2	5.5	5.7	4.5	3.4	2.4	2.0	44.9
Cuyama	2.1	2.4	3.8	5.4	6.9	7.9	8.5	7.7	5.9	4.5	2.6	2.0	59.7
Goleta	2.1	2.5	3.9	5.1	5.7	5.7	5.4	5.4	4.2	3.2	2.8	2.2	48.1
Goleta Foothills	2.3	2.6	3.7	5.4	5.3	5.6	5.5	5.7	4.5	3.9	2.8	2.3	49.6
Guadalupe	2.0	2.2	3.2	3.7	4.9	4.6	4.5	4.6	4.1	3.3	2.4	1.7	41.1
Lompoc	2.0	2.2	3.2	3.7	4.8	4.6	4.9	4.8	3.9	3.2	2.4	1.7	41.1
Los Alamos	1.8	2.0	3.2	4.1	4.9	5.3	5.7	5.5	4.4	3.7	2.4	1.6	44.6
Santa Barbara	2.0	2.5	3.2	3.8	4.6	5.1	5.5	4.5	3.4	2.4	1.8	1.8	40.6
Santa Maria	1.8	2.3	3.7	5.1	5.7	5.8	5.6	5.3	4.2	3.5	2.4	1.9	47.4
Santa Ynez	1.7	2.2	3.5	5.0	5.8	6.2	6.4	6.0	4.5	3.6	2.2	1.7	48.7
Sisquoc	2.1	2.5	3.8	4.1	6.1	6.3	6.4	5.8	4.7	3.4	2.3	1.8	49.2
Solvang	2.0	2.0	3.3	4.3	5.0	5.6	6.1	5.6	4.4	3.7	2.2	1.6	45.6
<b>SANTA CLARA</b>													
Gilroy	1.3	1.8	3.1	4.1	5.3	5.6	6.1	5.5	4.7	3.4	1.7	1.1	43.6
Los Gatos	1.5	1.8	2.8	3.9	5.0	5.6	6.2	5.5	4.7	3.2	1.7	1.1	42.9
Morgan Hill	1.5	1.8	3.4	4.2	6.3	7.0	7.1	6.0	5.1	3.7	1.9	1.4	49.5
Palo Alto	1.5	1.8	2.8	3.8	5.2	5.3	6.2	5.6	5.0	3.2	1.7	1.0	43.0

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
<b>SANTA CLARA</b>													
San Jose	1.5	1.8	3.1	4.1	5.5	5.8	6.5	5.9	5.2	3.3	1.8	1.0	45.3
<b>SANTA CRUZ</b>													
De Laveaga	1.4	1.9	3.3	4.7	4.9	5.3	5.0	4.8	3.6	3.0	1.6	1.3	40.8
Green Valley Rd	1.2	1.8	3.2	4.5	4.6	5.4	5.2	5.0	3.7	3.1	1.6	1.3	40.6
Santa Cruz	1.5	1.8	2.6	3.5	4.3	4.4	4.8	4.4	3.8	2.8	1.7	1.2	36.6
Watsonville	1.5	1.8	2.7	3.7	4.6	4.5	4.9	4.2	4.0	2.9	1.8	1.2	37.7
Webb	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.2
<b>SHASTA</b>													
Burney	0.7	1.0	2.1	3.5	4.9	5.9	7.4	6.4	4.4	2.9	0.9	0.6	40.9
Fall River Mills	0.6	1.0	2.1	3.7	5.0	6.1	7.8	6.7	4.6	2.8	0.9	0.5	41.8
Glenburn	0.6	1.0	2.1	3.7	5.0	6.3	7.8	6.7	4.7	2.8	0.9	0.6	42.1
McArthur	0.7	1.4	2.9	4.2	5.6	6.9	8.2	7.2	5.0	3.0	1.1	0.6	46.8
Redding	1.2	1.4	2.6	4.1	5.6	7.1	8.5	7.3	5.3	3.2	1.4	0.9	48.8
<b>SIERRA</b>													
Downieville	0.7	1.0	2.3	3.5	5.0	6.0	7.4	6.2	4.7	2.8	0.9	0.6	41.3
Sierraville	0.7	1.1	2.2	3.2	4.5	5.9	7.3	6.4	4.3	2.6	0.9	0.5	39.6
<b>SISKIYOU</b>													
Happy Camp	0.5	0.9	2.0	3.0	4.3	5.2	6.1	5.3	4.1	2.4	0.9	0.5	35.1
MacDoel	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
Mt Shasta	0.5	0.9	2.0	3.0	4.5	5.3	6.7	5.7	4.0	2.2	0.7	0.5	36.0
Tule lake FS	0.7	1.3	2.7	4.0	5.4	6.3	7.1	6.4	4.7	2.8	1.0	0.6	42.9
Weed	0.5	0.9	2.0	2.5	4.5	5.3	6.7	5.5	3.7	2.0	0.9	0.5	34.9
Yreka	0.6	0.9	2.1	3.0	4.9	5.8	7.3	6.5	4.3	2.5	0.9	0.5	39.2
<b>SOLANO</b>													
Benicia	1.3	1.4	2.7	3.8	4.9	5.0	6.4	5.5	4.4	2.9	1.2	0.7	40.3
Dixon	0.7	1.4	3.2	5.2	6.3	7.6	8.2	7.2	5.5	4.3	1.6	1.1	52.1
Fairfield	1.1	1.7	2.8	4.0	5.5	6.1	7.8	6.0	4.8	3.1	1.4	0.9	45.2
Hastings Tract	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Putah Creek	1.0	1.6	3.2	4.9	6.1	7.3	7.9	7.0	5.3	3.8	1.8	1.2	51.0
Rio Vista	0.9	1.7	2.8	4.4	5.9	6.7	7.9	6.5	5.1	3.2	1.3	0.7	47.0
Suisun Valley	0.6	1.3	3.0	4.7	5.8	7.0	7.7	6.8	5.3	3.8	1.4	0.9	48.3
Winters	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
<b>SONOMA</b>													
Bennett Valley	1.1	1.7	3.2	4.1	5.5	6.5	6.6	5.7	4.5	3.1	1.5	0.9	44.4
Cloverdale	1.1	1.4	2.6	3.4	5.0	5.9	6.2	5.6	4.5	2.8	1.4	0.7	40.7
Fort Ross	1.2	1.4	2.2	3.0	3.7	4.5	4.2	4.3	3.4	2.4	1.2	0.5	31.9
Healdsburg	1.2	1.5	2.4	3.5	5.0	5.9	6.1	5.6	4.5	2.8	1.4	0.7	40.8
Lincoln	1.2	1.7	2.8	4.7	6.1	7.4	8.4	7.3	5.4	3.7	1.9	1.2	51.9
Petaluma	1.2	1.5	2.8	3.7	4.6	5.6	4.6	5.7	4.5	2.9	1.4	0.9	39.6
Santa Rosa	1.2	1.7	2.8	3.7	5.0	6.0	6.1	5.9	4.5	2.9	1.5	0.7	42.0
Valley of the Moon	1.0	1.6	3.0	4.5	5.6	6.6	7.1	6.3	4.7	3.3	1.5	1.0	46.1
Windsor	0.9	1.6	3.0	4.5	5.5	6.5	6.5	5.9	4.4	3.2	1.4	1.0	44.2
<b>STANISLAUS</b>													
Denair	1.0	1.9	3.6	4.7	7.0	7.9	8.0	6.1	5.3	3.4	1.5	1.0	51.4
La Grange	1.2	1.5	3.1	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Modesto	0.9	1.4	3.2	4.7	6.4	7.7	8.1	6.8	5.0	3.4	1.4	0.7	49.7
Newman	1.0	1.5	3.2	4.6	6.2	7.4	8.1	6.7	5.0	3.4	1.4	0.7	49.3
Oakdale	1.2	1.5	3.2	4.7	6.2	7.7	8.1	7.1	5.1	3.4	1.4	0.7	50.3

<b>Appendix A - Reference Evapotranspiration (ET<sub>o</sub>) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ET<sub>o</sub></b>
<b>STANISLAUS</b>													
Patterson	1.3	2.1	4.2	5.4	7.9	8.6	8.2	6.6	5.8	4.0	1.9	1.3	57.3
Turlock	0.9	1.5	3.2	4.7	6.5	7.7	8.2	7.0	5.1	3.4	1.4	0.7	50.2
<b>SUTTER</b>													
Nicolaus	0.9	1.6	3.2	4.9	6.3	7.5	8.0	6.9	5.2	3.4	1.5	0.9	50.2
Yuba City	1.3	2.1	2.8	4.4	5.7	7.2	7.1	6.1	4.7	3.2	1.2	0.9	46.7
<b>TEHAMA</b>													
Corning	1.2	1.8	2.9	4.5	6.1	7.3	8.1	7.2	5.3	3.7	1.7	1.1	50.7
Gerber	1.0	1.8	3.5	5.0	6.6	7.9	8.7	7.4	5.8	4.1	1.8	1.1	54.7
Gerber Dryland	0.9	1.6	3.2	4.7	6.7	8.4	9.0	7.9	6.0	4.2	2.0	1.0	55.5
Red Bluff	1.2	1.8	2.9	4.4	5.9	7.4	8.5	7.3	5.4	3.5	1.7	1.0	51.1
<b>TRINITY</b>													
Hay Fork	0.5	1.1	2.3	3.5	4.9	5.9	7.0	6.0	4.5	2.8	0.9	0.7	40.1
Weaverville	0.6	1.1	2.2	3.3	4.9	5.9	7.3	6.0	4.4	2.7	0.9	0.7	40.0
<b>TULARE</b>													
Alpaugh	0.9	1.7	3.4	4.8	6.6	7.7	8.2	7.3	5.4	3.4	1.4	0.7	51.6
Badger	1.0	1.3	2.7	4.1	6.0	7.3	7.7	7.0	4.8	3.3	1.4	0.7	47.3
Delano	1.1	1.9	4.0	4.9	7.2	7.9	8.1	7.3	5.4	3.2	1.5	1.2	53.6
Dinuba	1.1	1.5	3.2	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Lindcove	0.9	1.6	3.0	4.8	6.5	7.6	8.1	7.2	5.2	3.4	1.6	0.9	50.6
Porterville	1.2	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.3	3.4	1.4	0.7	52.1
Visalia	0.9	1.7	3.3	5.1	6.8	7.7	7.9	6.9	4.9	3.2	1.5	0.8	50.7
<b>TUOLUMNE</b>													
Groveland	1.1	1.5	2.8	4.1	5.7	7.2	7.9	6.6	5.1	3.3	1.4	0.7	47.5
Sonora	1.1	1.5	2.8	4.1	5.8	7.2	7.9	6.7	5.1	3.2	1.4	0.7	47.6
<b>VENTURA</b>													
Camarillo	2.2	2.5	3.7	4.3	5.0	5.2	5.9	5.4	4.2	3.0	2.5	2.1	46.1
Oxnard	2.2	2.5	3.2	3.7	4.4	4.6	5.4	4.8	4.0	3.3	2.4	2.0	42.3
Piru	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Port Hueneme	2.0	2.3	3.3	4.6	4.9	4.9	5.0	3.7	3.2	2.5	2.2	2.2	43.5
Thousand Oaks	2.2	2.6	3.4	4.5	5.4	5.9	6.7	6.4	5.4	3.9	2.6	2.0	51.0
Ventura	2.2	2.6	3.2	3.8	4.6	4.7	5.5	4.9	4.1	3.4	2.5	2.0	43.5
<b>YOLO</b>													
Bryte	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
Davis	1.0	1.9	3.3	5.0	6.4	7.6	8.2	7.1	5.4	4.0	1.8	1.0	52.5
Esparto	1.0	1.7	3.4	5.5	6.9	8.1	8.5	7.5	5.8	4.2	2.0	1.2	55.8
Winters	1.7	1.7	2.9	4.4	5.8	7.1	7.9	6.7	5.3	3.3	1.6	1.0	49.4
Woodland	1.0	1.8	3.2	4.7	6.1	7.7	8.2	7.2	5.4	3.7	1.7	1.0	51.6
Zamora	1.1	1.9	3.5	5.2	6.4	7.4	7.8	7.0	5.5	4.0	1.9	1.2	52.8
<b>YUBA</b>													
Browns Valley	1.0	1.7	3.1	4.7	6.1	7.5	8.5	7.6	5.7	4.1	2.0	1.1	52.9
Brownsville	1.1	1.4	2.6	4.0	5.7	6.8	7.9	6.8	5.3	3.4	1.5	0.9	47.4

\* The values in this table were derived from:

- 1) California Irrigation Management Information System (CIMIS);
- 2) Reference EvapoTranspiration Zones Map, UC Dept. of Land, Air & Water Resources and California Dept of Water Resources 1999; and
- 3) Reference Evapotranspiration for California, University of California, Department of Agriculture and Natural Resources (1987) Bulletin 1922;
- 4) Determining Daily Reference Evapotranspiration, Cooperative Extension UC Division of Agriculture and Natural Resources (1987), Publication Leaflet 21426

#### HISTORY

1. New Appendix A filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Repealer and new Appendix A filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

Appendix B — Sample Water Efficient Landscape Worksheet.

**WATER EFFICIENT LANDSCAPE WORKSHEET**

This worksheet is filled out by the project applicant and it is a required element of the Landscape Documentation Package.

Reference Evapotranspiration (ET<sub>o</sub>) \_\_\_\_\_

Hydrozone # /Planting Description <sup>a</sup>	Plant Factor (PF)	Irrigation Method <sup>b</sup>	Irrigation Efficiency (IE) <sup>c</sup>	ETAF (PF/IE)	Landscape Area (sq. ft.)	ETAF x Area	Estimated Total Water Use (ETWU) <sup>e</sup>
<b>Regular Landscape Areas</b>							
				Totals	(A)	(B)	
<b>Special Landscape Areas</b>							
				1			
				1			
				1			
				Totals	(C)	(D)	
<b>ETWU Total</b>							
<b>Maximum Allowed Water Allowance (MAWA)<sup>e</sup></b>							

<sup>a</sup>Hydrozone #/Planting Description  
E.g  
1.) front lawn  
2.) low water use plantings  
3.) medium water use planting

<sup>b</sup>Irrigation Method  
overhead spray  
or drip

<sup>c</sup>Irrigation Efficiency  
0.75 for spray head  
0.81 for drip

<sup>d</sup>ETWU (Annual Gallons Required) =  
Eto x 0.62 x ETAF x Area  
where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year.

<sup>e</sup>MAWA (Annual Gallons Allowed) = (Eto) ( 0.62) [ (ETAF x LA) + ((1-ETAF) x SLA)]  
where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for non-residential areas

**ETAF Calculations**

Regular Landscape Areas

Total ETAF x Area	(B)
Total Area	(A)
Average ETAF	B ÷ A

**Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.**

All Landscape Areas

Total ETAF x Area	(B+D)
Total Area	(A+C)
Sitewide ETAF	(B+D) ÷ (A+C)

**HISTORY**

1. New Appendix B filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Repealer and new Appendix B filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

**Appendix C — Sample Certificate of Completion.**

**CERTIFICATE OF COMPLETION**

This certificate is filled out by the project applicant upon completion of the landscape project.

**PART 1. PROJECT INFORMATION SHEET**

Date		
Project Name		
Name of Project Applicant	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

**Project Address and Location:**

Street Address		Parcel, tract or lot number, if available.	
City		Latitude/Longitude (optional)	
State	Zip Code		

**Property Owner or his/her designee:**

Name	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

**Property Owner**

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

\_\_\_\_\_

Property Owner Signature Date

**Please answer the questions below:**

1. Date the Landscape Documentation Package was submitted to the local agency \_\_\_\_\_
2. Date the Landscape Documentation Package was approved by the local agency \_\_\_\_\_
3. Date that a copy of the Water Efficient Landscape Worksheet (including the Water Budget Calculation) was submitted to the local water purveyor \_\_\_\_\_

**PART 2. CERTIFICATION OF INSTALLATION ACCORDING TO THE LANDSCAPE DOCUMENTATION PACKAGE**

"I/we certify that based upon periodic site observations, the work has been completed in accordance with the ordinance and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package "

Signature*	Date	
Name (print)	Telephone No.	
	Fax No	
Title	Email Address	
License No. or Certification No.		
Company	Street Address	
City	State	Zip Code

\*Signer of the landscape design plan, signer of the irrigation plan, or a licensed landscape contractor.

**PART 3. IRRIGATION SCHEDULING**

Attach parameters for setting the irrigation schedule on controller per ordinance Section 492.10

**PART 4. SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE**

Attach schedule of Landscape and Irrigation Maintenance per ordinance Section 492.11.

**PART 5. LANDSCAPE IRRIGATION AUDIT REPORT**

Attach Landscape Irrigation Audit Report per ordinance Section 492.12.

**PART 6. SOIL MANAGEMENT REPORT**

Attach soil analysis report, if not previously submitted with the Landscape Documentation Package per ordinance Section 492.6.

Attach documentation verifying implementation of recommendations from soil analysis report per ordinance Section 492.6.

HISTORY

1. New Appendix C filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Repealer and new Appendix C filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

### Appendix D — Prescriptive Compliance Option.

(a) This appendix contains prescriptive requirements which may be used as a compliance option to the Model Water Efficient Landscape Ordinance.

(b) Compliance with the following items is mandatory and must be documented on a landscape plan in order to use the prescriptive compliance option:

(1) Submit a Landscape Documentation Package which includes the following elements:

- (A) date
- (B) project applicant
- (C) project address (if available, parcel and/or lot number(s))
- (D) total landscape area (square feet), including a breakdown of turf and plant material
- (E) project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
- (F) water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
- (G) contact information for the project applicant and property owner
- (H) applicant signature and date with statement, "I agree to comply with the requirements of the prescriptive compliance option to the MWELO".

(2) Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contra-indicated by a soil test);

(3) Plant material shall comply with all of the following;

(A) For residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water; For non-residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water;

(B) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.

(4) Turf shall comply with all of the following:

(A) Turf shall not exceed 25% of the landscape area in residential areas, and there shall be no turf in non-residential areas;

(B) Turf shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;

(C) Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways must be irrigated by sub-surface irrigation or by other technology that creates no overspray or runoff.

(5) Irrigation systems shall comply with the following:

(A) Automatic irrigation controllers are required and must use evapotranspiration or soil moisture sensor data and utilize a rain sensor.

(B) Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.

(C) Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.

(D) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.

(E) All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC 802-2014. "Landscape Irrigation Sprinkler and Emitter Standard," All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

(F) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.

(6) For non-residential projects with landscape areas of 1,000 sq. ft. or more, a private submeter(s) to measure landscape water use shall be installed.

(c) At the time of final inspection, the permit applicant must provide the owner of the property with a certificate of completion, certificate of installation, irrigation schedule and a schedule of landscape and irrigation maintenance.

#### HISTORY

1. New Appendix D filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

## Chapter 2.7.1. Flood Protection Corridor Program of the Costa-Machado Water Act of 2000

### § 497.1. Scope.

(a) These regulations implement Sections 79035 through 79044, and 79044.9 in Article 2.5 of Chapter 5 of Division 26 of the Water Code, which Division is the Costa-Machado Water Act of 2000. They establish a process for funding acquisition of property rights and related activities for flood protection corridor projects undertaken by the Department of Water Resources directly or through grants to local public agencies or nonprofit organizations.

(b) The Flood Protection Corridor Program is statewide in scope. Within the geographic scope of the CALFED Bay-Delta Program, funds in the subaccount for this program shall be used for projects that, to the greatest extent possible, are consistent with the CALFED long-term plan identified in the Programmatic Record of Decision of August 28, 2000.

NOTE: Authority cited: Sections 8300, 12580 and 79044.9, Water Code; 2000 Cal. Stat. Ch. 52, Item No. 3860-101-6005; 2001 Cal. Stat. Ch. 106, Item No. 3860-001-0001, Provision 3; and 2002 Cal. Stat. Ch. 379, Item No. 3860-101-6005. Reference: Sections 79037, 79043, 79044 and 79044.9, Water Code

#### HISTORY

1. New chapter 2.7.1 (sections 497.1-497.12) and section filed 8-19-2003; operative 8-19-2003 pursuant to Government Code section 11343.4 (Register 2003, No. 34).

### § 497.2. Definitions.

The words used in this chapter have meanings set forth as follows:

(a) "A List" means the preferred priority list of projects described in Section 497.6.

(b) "Applicant" means an entity that is acting as the principal party making an application for funding under the provisions of the Costa-Machado Water Act of 2000.

(c) "B List" means the reserve priority list of projects described in Section 497.6.

(d) "CEQA" means the California Environmental Quality Act, Public Resources Code Sections 21000 *et seq.*

(e) "Department" means the California Department of Water Resources.

(f) "Director" means the Director of the Department of Water Resources.

(g) "FEMA" means the Federal Emergency Management Agency.

(h) "Fully funded" with respect to a grant project means funded to the full amount of the requested funds or to the funding limit, whichever is less.

(i) "Grant application form" means the Department's form entitled "Flood Protection Corridor Program Project Evaluation Criteria and Competitive Grant Application Form" dated April 9, 2003 and incorporated herein by this reference.

(j) "Local public agency" means any political subdivision of the State of California, including but not limited to any county, city, city and county, district, joint powers agency, or council of governments.

(k) "Milestone" means a time when a significant portion of a project is completed, as defined in the contract as a time for disbursement of grant funds.

(l) "Nonprofit organization" means an organization that does not operate for profit and has no official governmental status, including but not limited to clubs, societies, neighborhood organizations, advisory councils, conservation organizations and privately run local community conservation corps.

(m) "Program" means the Flood Protection Corridor Program established by Water Code Division 26, Chapter 5, Article 2.5.

(n) "Property interest" means any right in real property, including easement, fee title, and any other kind of right acquired by legally binding means.

(o) "Project" means all planning, engineering, acquisition of real property interests, construction and related activities undertaken to implement a discrete action undertaken under the program pursuant to Water Code Section 79037.

(p) "Sponsor" means an applicant who has received grant funding through the application process described in these regulations.

(q) "Subaccount" means the Flood Protection Corridor Subaccount created by Water Code Section 79035(a).

NOTE: Authority cited: Sections 8300, 12580 and 79044.9, Water Code. Reference: Sections 79035, 79037, 79038(a) and 79043, Water Code; and Sections 21000 *et seq.*, Public Resources Code.

HISTORY

1. New section filed 8-19-2003; operative 8-19-2003 pursuant to Government Code section 11343.4 (Register 2003, No. 34).

**§ 497.3. Program Management Process.**

The Department selects, approves, funds, and monitors projects funded by grants under the program. The process of managing the program includes these steps:

(a) The Department shall appoint and maintain a Project Evaluation Team composed of Department staff and other consulting governmental agencies. The Department may request consultation with any appropriate government agency, including but not limited to the Department of Conservation, the Department of Fish and Game, the Department of Food and Agriculture, the Office of Emergency Services, and the CALFED Bay-Delta Program.

(b) Local public agencies or nonprofit organizations qualified under Section 497.4 may apply for program grants for projects at such times as

the Department may designate. Applications for proposed projects shall be submitted in response to a solicitation issued by the Department. As long as uncommitted funds remain available to fund new projects, the Department shall solicit proposals at least once per calendar year. The time period for submitting applications shall be 90 days from the date notice is given by the Department that project proposals are being solicited. Notices shall be provided to cities, counties, flood control districts, reclamation districts, and other local government entities that manage flood plains and flood control projects. The Department will also provide notice to nonprofit organizations with interest in flood management issues, and shall send notice to all individuals and organizations that have requested notice of the opportunity to submit applications. Notices may be given by mail, electronic mail, website posting, or any other method that provides easy access and prompt availability. Projects shall meet the requirements of Section 497.5. Applications shall meet the requirements of Section 497.7.

(c) The Project Evaluation Team shall review each application and evaluate the subject project within 60 days of the close of the specified submittal period, or within 60 days of receipt of requested additional information, whichever is later.

(d) The Project Evaluation Team shall notify the Department to request the applicant to provide additional information within 30 days of the Department's request if:

(1) The project appears potentially eligible but is missing information needed to evaluate the merits of the project, or

(2) Additional information is needed to evaluate the merits of the project in comparison to others received.

(e) If the requested additional information cannot be provided in 30 days, the applicant may refile its application with the additional information at the Department's next solicitation of proposals.

(f) When a proposal that meets minimum qualifications is complete and all requested additional information has been supplied, the Project Evaluation Team shall complete the evaluation of the project including recommending its place on a priority list as described in Section 497.6.

(g) After each solicitation of proposals, Department staff, using the evaluations and recommended priorities of the Project Evaluation Team, shall recommend projects, priority, and amounts per project to be funded and submit the recommendations to the Director for approval of the priority lists. Department staff may recommend:

[The next page is 38.15.]



# City of Placentia

## Water Efficient Landscape

### Ordinance

Landscape Documentation Package: Application & Guidelines

Development Services Department  
401 East Chapman Avenue  
Placentia, CA 92870

Phone: (714) 993-8124  
Fax: (714) 528-4640

## INTRODUCTION

### **Purpose:**

The primary purpose of these application guidelines is to provide procedural and design guidance for project applicants proposing landscape installation or rehabilitation projects that are subject to the requirements of the Water Efficient Landscape Ordinance. The general purpose of the Ordinance is to promote the design, installation, and maintenance of landscaping in a manner that conserves regional water resources by ensuring that landscaping projects are not unduly water - needy and that irrigation systems are appropriately implemented to minimize water waste.

Other regulations affecting landscape design and maintenance practices are potentially applicable and should be consulted for additional requirements. These regulations include but may not be limited to:

- (1) State of California Assembly Bill 1881;
- (2) National Pollutant Discharge Elimination Permit for the Municipal Separate Storm Sewer System;
- (3) Local Fire Authority Regulations for Fuel Modification of the Landscape;
- (4) Water Conservation and Drought Response Regulations of the Local Water Purveyor;
- (5) Regulations of the Local Water Purveyor governing use of Recycled Water;
- (6) Zoning Code;
- (7) Building Code;
- (8) Specific Plans, Master Plans, General Plan, or similar land use and planning documents; and
- (9) Conditions of approval for a specific project

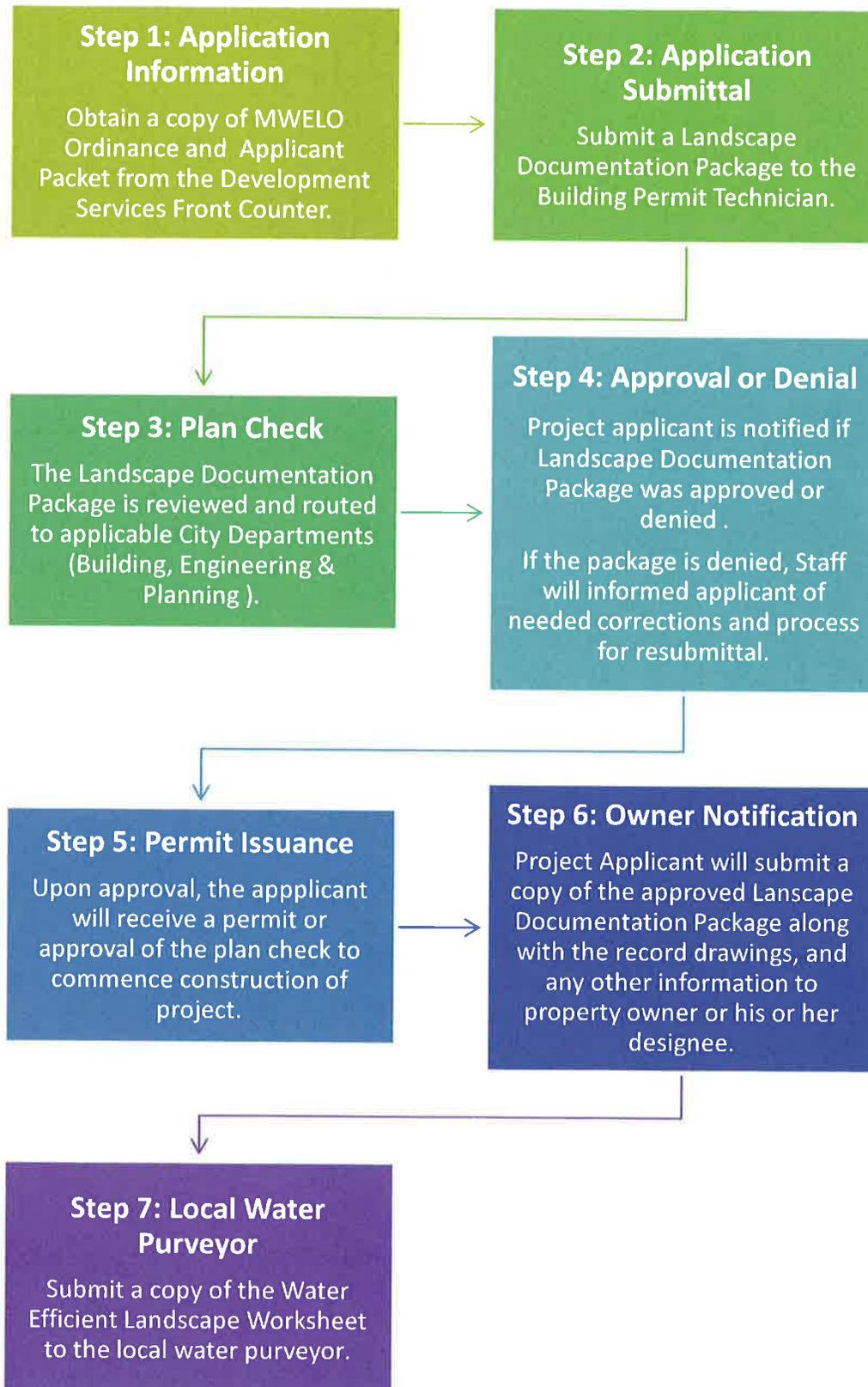
### **Applicability:**

The Water Efficient Landscape Ordinance and these application guidelines apply to all of the **following** projects:

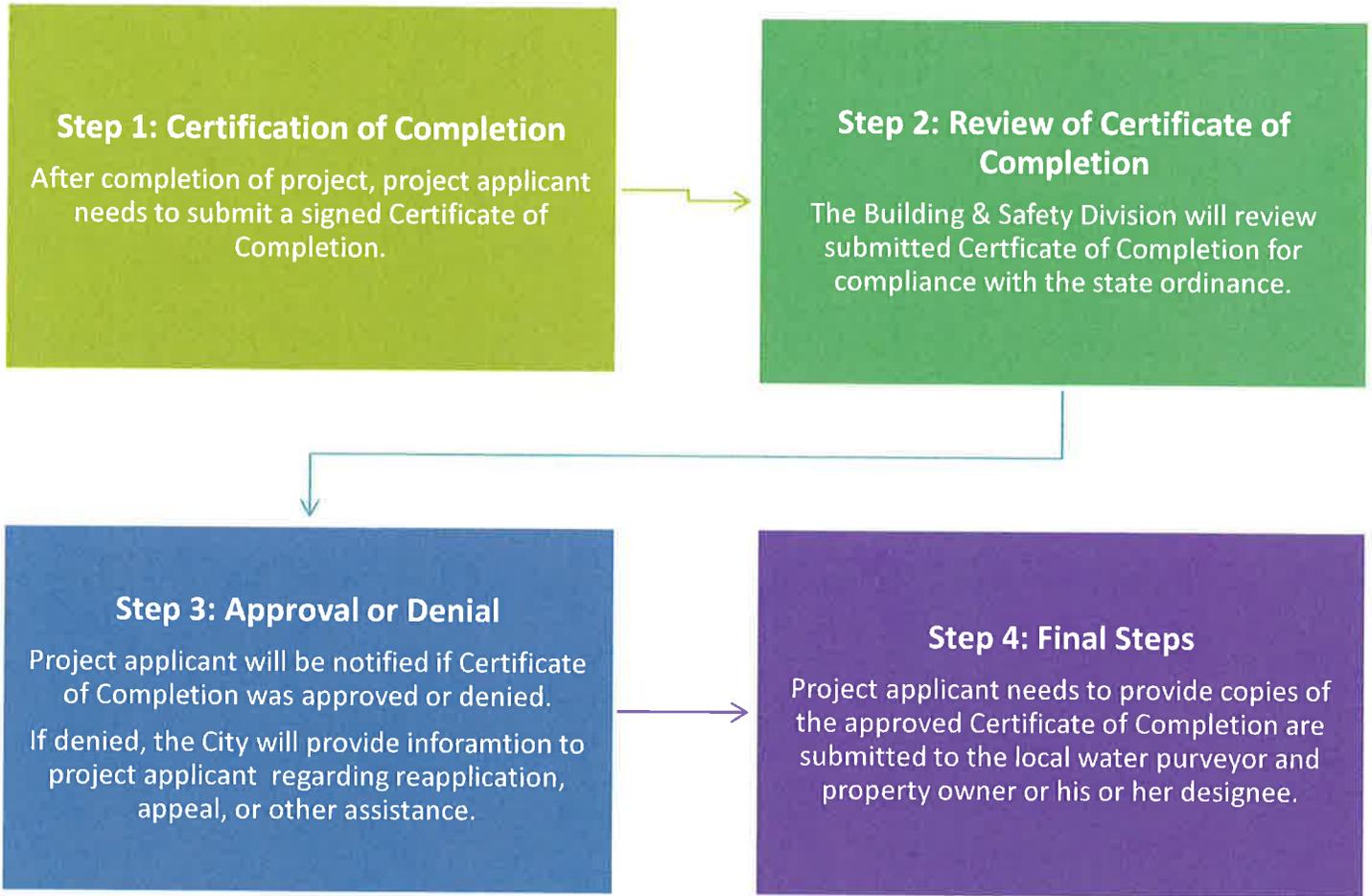
1. New landscape projects or construction projects involving an aggregate landscape area equal to or greater than 500 square feet, and requiring a building permit, planning permit, landscape permit, or design review permit.
2. Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet, and requiring a building permit, planning permit, landscape permit, or design review permit.
3. New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the “prescriptive measures” as outlined in the ordinance (See Appendix B).
4. New or rehabilitated projects using treated or untreated graywater or rainwater captured on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel’s landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or though stored rainwater captured on site.

**PROCESS FOR COMPLIANCE WITH MWELO ORDINANCE**

**Part 1: Landscape Documentation Package – Review Process for Applicant**



**Part 2: Certificate of Completion – Review Process for Applicant**



**CHECKLIST OF REQUIRED MATERIALS FROM APPLICANT**

The following list specifies the steps to be completed for compliance. The required documents must be prepared by a licensed landscape architect or other appropriately licensed professional(s) in accordance with the criteria and requirements of the Ordinance and submitted during design review and/or plan check. These documents must be approved by the City of Placentia in order for the relevant permit(s) to be issued.

**Part 1: Submit a Landscape Document Package prior to landscape installation.****Landscape Documentation Package**

	<b>Package Item</b>	<b>Required number of Copies</b>
<input type="checkbox"/>	1. Water Efficient Landscape & Irrigation Application	2
<input type="checkbox"/>	2. Water Efficient Landscape Worksheet	2
<input type="checkbox"/>	3. Soil Management Report	2
<input type="checkbox"/>	4. Landscape and Grading Design Plan	2
<input type="checkbox"/>	5. Irrigation Design Plan	2
<input type="checkbox"/>	6. Grading Design Plan	2

**Part 2: Submit a Certificate of Completion after landscape installation and prior to issuance of Final Building Permit or Certificate of Occupancy.****Certificate of Completion**

	<b>Package Item</b>	<b>Required Number of Copies</b>
<input type="checkbox"/>	1. Project Information Sheet	2
<input type="checkbox"/>	2. Certificate of Installation	2
<input type="checkbox"/>	3. Irrigation Schedule	2
<input type="checkbox"/>	4. Landscape and Irrigation Maintenance Schedule	2
<input type="checkbox"/>	5. Irrigation Audit Report	2
<input type="checkbox"/>	6. Soil Analysis Report	2
<b>Additional Information:</b> Depending upon the exact nature of the application, additional information may be required after submittal of the project application.		

**LANDSCAPE DOCUMENTATION PACKAGE**  
**ITEM 1: WATER EFFICIENT LANDSCAPE AND IRRIGATION APPLICATION**

<b>Applicant/Owner Information</b>					
<b>Applicant</b>			<b>Owner (if Different)</b>		
<b>Street Address</b>			<b>Street Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Daytime Phone</b>			<b>Daytime Phone</b>		
<b>E-mail</b>			<b>Email</b>		
<b>Project Information</b>					
<b>Assessor's Parcel Number (APN):</b>			<b>Parcel Size:</b>		
<b>Project Type (Check all that apply) (See Below)</b>			<b>Plan Check No:</b>		
<input type="checkbox"/> <b>New</b>	<input type="checkbox"/> <b>Public Agency</b>		<input type="checkbox"/> <b>Homeowner-installed</b>	<input type="checkbox"/> <b>Other</b> _____	
<input type="checkbox"/> <b>Rehabilitated</b>	<input type="checkbox"/> <b>Private Development</b>		<input type="checkbox"/> <b>Developer-installed</b>		
<b>Total Landscape Area (sq.foot)</b>		<b>Total turf area (sq. feet)</b>		<b>Total non-turf area (sq. feet)</b>	
<b>Total active recreational areas (sq. feet)</b>		<b>Total area of Special Landscaped Areas (sq. feet)</b>		<b>Total irrigated landscape area (sq. feet)</b>	
<b>Total non-irrigated landscape area (sq. feet)</b>					
<b>Water Supply Type (potable, recycled, well)</b>			<b>Name of Water Supplier (if not serve by private well)</b>		

**PROJECT CONTACTS** – The project applicant and other individuals may receive inquiries or notifications of all proceedings regarding the Water Efficient Landscaping Documentation Package. Please provide the name, mailing address, email address, and telephone no(s), etc. of each person to receive such inquiries and notifications.

<b>1. Project Applicant</b>		
Name	Telephone and Fax Number (s)	
Title	Email Address	
Company	Mailing Address	
City	State	Zip Code

<b>2. Property Owner</b>		
Name (s)	Telephone and Fax Number (s)	
Mailing Address	Email Address	
City	State	Zip Code

<b>3. Licensed Landscape Architect</b>		
Name	Title	
Company	License No.	
Mailing Address	Telephone and Fax Number (S)	
City	Email Address	
State	Zip Code	Website

<b>4. Certified Irrigation Designer</b>		
Name	Title	
Company	License No.	
Mailing Address	Telephone and Fax Number (S)	
City	Email Address	
State	Zip Code	Website

<b>5. Landscape Installation Contractor</b>		
Name		Title
Company		License No.
Mailing Address		Telephone and Fax Number (S)
City		Email Address
State	Zip Code	Website

<b>6. Irrigation Installation Contractor</b>		
Name		Title
Company		License No.
Mailing Address		Telephone and Fax Number (S)
City		Email Address
State	Zip Code	Website

<b>7. Landscape &amp; Irrigation Maintenance Contractor</b>		
Name		Title
Company		License No.
Mailing Address		Telephone and Fax Number (S)
City		Email Address
State	Zip Code	Website

<b>8. Certified Irrigation Auditor</b>		
Name		Title
Company		License No.
Mailing Address		Telephone and Fax Number (S)
City		Email Address
State	Zip Code	Website

--	--	--

I agree to comply with the requirements of the Water Efficient Landscape Ordinance (Section of the City of Placentia Municipal Code) and submit a complete Landscape Documentation Package. I certify that all the information contained in this application, including but not limited to the information contained in the Landscape Documentation Package (see items in checklist) is complete and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Applicant Name

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Property Owner Name

**LANDSCAPE DOCUMENTATION PACKAGE**  
**ITEM 2: WATER EFFICIENT LANDSCAPE WORKSHEET**

The project applicant shall provide the calculated Maximum Applied Water Allowance (MAWA) and Estimated Total Water Use (ETWU) for the landscaped area as part of the Landscape Documentation Package submittal to the City. The MAWA and ETWU shall be calculated based on completing the Water Efficient Landscape Worksheet. The Worksheet contains information on the plant factor, irrigation method, irrigation efficiency, and area associated with each hydrozone. The evapotranspiration adjustment factor (ETAF) for the landscape project shall not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas. The ETAF for a landscape project and ETWU are based on the plant factors and irrigation methods selected for the landscape design. The MAWA is calculated based on the maximum ETAF allowed and expressed as annual gallons required. The ETWU allowable for the landscaped area may not exceed the MAWA.

Please refer to Appendix A: Reference Evatranspiration table for the ETo values to calculate the MAWA and

The Water Efficient Landscape Workseheet (Appendix B) is filled out by the project applicant and it is a required element of the Landscape Documentation Package.

**LANDSCAPE DOCUMENTATION PACKAGE**  
**ITEM 3: SOIL MANAGEMENT REPORT**

**Please find below all the information that is required in the Soil Management Report:**

- A. All planted landscape areas are required to have friable soil to maximize retention and infiltration. On engineered slopes, only amended planting holes need meet this requirement.
- B. In order to reduce *runoff* and encourage healthy plant growth, a soil management report shall be completed by the *project applicant*, or his/her designee, as follows:
- a. Submit soil samples to a certified agronomic soils laboratory for analysis and recommendations.
    - i. Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.
    - ii. The soil analysis may include, but is not limited to:
      1. soil texture;
      2. *infiltration rate* determined by laboratory test or soil texture *infiltration rate* table;
      3. pH;
      4. total soluble salts;
      5. sodium;
      6. percent organic matter; and
      7. recommendations.
  - b. In projects with multiple landscape installations (i.e. production home developments or *common interest developments* that are installing landscaping) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement; evenly disbursed throughout the development. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots or approximately 15% landscape area. The *project applicant*, or his/her designee, shall comply with one of the following:
    - i. If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package; or If significant mass grading is planned, the soil analysis report shall be submitted to the City as part of the Certification of Completion.
    - ii. The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans in order to make any necessary adjustments to the design plans.
    - iii. The *project applicant*, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with the Certification of Completion.
- [Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]
- C. It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent *runoff* from impervious surfaces (i.e. roof and paved areas) from additional capacity as required by any applicable local, regional, state, or federal regulation and/or one of the following: the one inch, 24-hour rain event or the 85th percentile, 24-hour rain event.
- D. It is recommended that storm water projects incorporate any of the following elements to improve on-site stormwater and dry weather *runoff* capture and use:
- a. Grade impervious surfaces, such as driveways, during construction to drain into vegetated areas.

- b. Minimize the area of impervious surfaces such as paved areas, roof, and concrete driveways.
- c. Incorporate *pervious* or porous surfaces (e.g. gravel, permeable pavers or blocks, *pervious* or porous concrete) that minimize *runoff*.
- d. Direct *runoff* from paved surfaces and roof areas into planting beds or landscape areas to maximize site water capture and reuse.
- e. Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
- f. Incorporate infiltration beds, swales, basins, and drywells to capture stormwater and dry weather *runoff* and increase percolation into the soil.
- g. Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

[Note: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

**LANDSCAPE DOCUMENTATION PACKAGE**  
**ITEM 4: LANDSCAPE DESIGN PLAN**

For the efficient use of water, pursuant to the Water Efficient Landscape and Irrigation Ordinance, a landscape shall be carefully designed and planned for the intended function of the project. A landscape design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

### **Landscape Design Plan Checklist**

The landscape design plan, at a minimum shall:

- delineate and label each hydrozone by number, letter, or other method;
- Identify each hydrozone as low, moderate, high water or mixed water use. Temporarily irrigated areas of the landscape shall be included in the low water use hydrozone for the water budget calculation;
- provide a plant identification list for each hydrozone and species evaluation and Plant Factor rating from WUCOLSIII for each plant;
- 
- identify recreational areas;
- identify areas permanently and solely dedicated to edible plants;
- identify areas irrigated with recycled water;
- identify type of mulch and application depth;
- identify soil amendments, type, and quantity;
- identify type and surface area of water features;
- identify hardscapes (pervious and no-pervious);
- identify location, installation details, and 24-hour retention or infiltration capacity of any applicable stormwater best management practices that encourage on-site stormwater retention and infiltration. Project applicants shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Stormwater best management practices are encouraged in the landscape design plan:
- identify any applicable rain harvesting or catchment technologies as discussed in the Stormwater Management and Rainwater Retention Section and their 24-hour retention or infiltration capacity;
- identify any applicable graywater discharge piping, system components and area(s) of distribution;
- contain the following statement: "I have complied with the criteria of the Water Efficient Landscape Ordinance and applied them for the efficient use of water in the landscape design plan; and bear the signature of a licensed landscape architect, licensed landscape contractor or any other person authorized by law to design the landscape and irrigation plans.

## Landscape Design Plan Guidelines & Requirements

### 1) PLANT MATERIAL

- A. Any plant may be selected for the landscape, providing the Estimated Total Water Use in the landscape area does not exceed the Maximum Applied Water Allowance. Methods to achieve water efficiency shall include one or more of the following:
  - i. Protection and preservation of native species and natural vegetation;
  - ii. Selection of water-conserving plant, tree and turf species, especially local native plants;
  - iii. Selection of plants based local climate suitability, disease and pest resistance;
  - iv. selection of trees based on applicable local tree ordinances or tree shading guidelines and size at maturity as appropriate for the planting area; selection of plants from local and regional landscape program lists; and
  - v. selection of plants from local Fuel Modification Plan Guidelines.
- B. Each hydrozone shall have plant materials with similar water use, with the exception of hydrozones with plants of mixed water use, as specified in Hydrozone Section of this document.
- C. Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the project site. Methods to achieve water efficiency shall include one or more of the following:
  - i. Use the Sunset Western Climate Zone System which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;
  - ii. Recognize the horticultural attributes of plants (i.e., mature plant size, invasive surface roots) to minimize damage to property or infrastructure [e.g., buildings, sidewalks, power lines]; and
  - iii. Consider the solar orientation for plant placement to maximize summer shade and winter solar gain.
- D. Turf is not allowed on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every four (4) feet of horizontal length (rise divided by run x 100 = slope percent).
- E. High water use plants, characterized by a plant factor of 0.7 to 1.0, are prohibited in street medians.
- F. A landscape design plan for projects in fire-prone areas shall address fire safety and prevention. A defensible space or zone around a building or structure is required per Public Resources Code Section 429 (a) and (b). Avoid fire-prone plant materials and highly flammable mulches. Refer to the local Fuel Modification Plan guidelines.
- G. The use of invasive plant species, such as those listed by the California Invasive Plant Council, is discouraged.
- H. The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

**2) WATER FEATURES**

- A. Recirculating water systems shall be used for water features.
- B. Where available, recycled water shall be used as a source for decorative water features.
- C. Surface area of a water feature shall be included in the high water use hydrozone area of the water budget calculation.
- D. Pool and spa covers are highly recommended.

**3) SOIL PREPARATION, MULCH AND AMENDMENTS**

- A. Prior to the planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need meet this requirement.
- B. Soil amendments shall be incorporated according the recommendations of the soil report waned what is appropriate for the plants selected.
- C. For landscape installation, compost at the area of a minimum of four (4) cubic yards per 1,000 per square feet of permeable area shall be incorporated to a depth of six inches in to the soil. Soils with greater than six (6) percent organic matter in the top six (6) inches of soil areas exempt from adding compost and tilling.
- D. A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting ground covers or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, up to five (5) % f the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.
- E. Stabilizing mulching products shall be used on slopes that meet current engineering standards.
- F. The mulching portion of the seed/mulch slurry in hydro-seeded applications shall meet the mulching requirement.
- G. Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post- consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.

## LANDSCAPE DOCUMENTATION PACKAGE - ITEM 5: IRRIGATION DESIGN PLAN

This section applies to landscaped areas requiring permanent irrigation, not areas that require temporary irrigation solely for the plant establishment period. For the efficient use of water, pursuant to the Water Efficient Landscape and Irrigation Ordinance, an irrigation system shall meet all the requirements listed in this section. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance. An irrigation design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

### **Irrigation Design Plan Checklist**

The irrigation design plan, at a minimum, shall contain:

- location and size of separate water meters for landscape;
- location, type and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators and backflow prevention devices;
- static water pressure at the point of connection to the public water supply;
- flow rate (gallons per minute), application rate (inches per hour) and design operating pressure (pressure per square inch) for each station;
- recycled water irrigation systems, if proposed, as specified in Glendora Municipal Code Section 21.03.060.O, Recycled Water;
- the following statement: "I have complied with the criteria of the Water Efficient Landscape Ordinance and applied them accordingly for the efficient use of water in the irrigation design plan;" and
- the signature of a licensed landscape architect, licensed landscape contractor or any other person authorized.

### **Irrigation Design Plan Guidelines and Requirements**

#### **1) SYSTEM**

- A. Landscape water meters, defined as either a dedicated water service meter or private submeter, shall be installed for all non-residential irrigated landscapes of 1,000 sq. ft. but not more than 5,000 sq. ft. (the level at which *Water Code 535* applies) and residential irrigated landscapes of 5,000 sq. ft. or greater. A landscape water meter may be either:
  - i. a customer service meter dedicated to landscape use provided by the local water purveyor; or
  - ii. a privately owned meter or submeter.
- B. Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data utilizing non-volatile memory shall be required for irrigation scheduling in all irrigation systems.
- C. If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regulating device is required to ensure that the dynamic

pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.

- i. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps or other devices shall be installed to meet the required dynamic pressure of the irrigation system.
  - ii. Static water pressure, dynamic or operating pressure and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design state, the measurements shall be conducted at installation.
- D. Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.
- E. Master shut-off valves are required on all projects except landscapes that make use of technologies that allow for the individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.
- F. Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be required, as close as possible to the point of connection of the water supply, to minimize water loss in case of an emergency (such as a main line break) or routine repair.
- G. Backflow prevention devices shall be required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable local agency code (i.e. public health) for additional backflow prevention requirements.
- H. Flow sensors that detect high flow conditions created by system damage or malfunction are required for all on non-residential landscapes and residential landscapes of 5000 sq. ft. or larger.
- I. The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, hardscapes, roadways or structures.
- J. Relevant information from the soil management plan, such as soil type and infiltration rate, shall be utilized when designing irrigation systems.
- K. The design of the irrigation system shall conform to the hydrozones of the landscape design plan.
- L. The irrigation system must be designed and installed to meet irrigation efficiency criteria as described in Placentia Water Efficient Landscape Ordinance, Water Efficient Landscape Worksheet regarding the Maximum Applied Water Allowance.
- M. All irrigation emission devices must meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers'/International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All sprinkler heads installed in the landscape must document a

distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

- N. It is highly recommended that the project applicant inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.
- O. In mulched planting areas, the use of low volume irrigation is required to maximize water infiltration into the root zone.
- P. Sprinkler heads and other emission devices shall have matched precipitation rates, unless otherwise directed by the manufacturer's recommendations.
- Q. Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible distribution uniformity using the manufacturer's recommendations.
- R. Swing joints or other riser-protections components are required on all risers subject to damage that are adjacent to hardscapes or in high traffic areas of turfgrass.
- S. Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.
- T. Any area less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.
- U. Overhead irrigation shall not be permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be mulch, gravel, or other porous material. These restrictions may be modified if:
  - i. the landscape area is adjacent to permeable surfacing and no overspray or runoff occurs; or
  - ii. the adjacent non-permeable surfaces are designed and constructed to drain entirely into landscaping; or
  - iii. the irrigation designer specifies an alternative design or technology, as part of the Landscape Documentation Package and clearly demonstrates strict adherence to irrigation system design criteria of the Ordinance.
- V. Slopes greater than 25% shall not be irrigated with an irrigation system with a application rate exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates no runoff or erosion will occur. Prevention of runoff and erosion must be confirmed during irrigation audit.

## 2) HYDROZONE

- A. Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions and plant materials with similar water use.

- B. Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.
- C. Where feasible, trees shall be placed on separate valves from shrubs, groundcovers and turf to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.
- D. Individual hydrozones that mix plants of moderate and low water use or moderate and high water use, may be allowed if:
  - i. plant factor calculation is based on the proportions of the respective plant water uses and their plant factor; or
  - ii. the plant factor of the higher water using plant is used for calculations.
- E. Individual hydrozones that mix high and low water use plants shall not be permitted.
- F. On the landscape design plan and irrigation design plan, designate the areas irrigated by each valve, and assign a number to each valve. Use this valve number in the Hydrozone Information Table in the Water Efficient Landscape Worksheet n. This table can also assist with pre-inspection and final inspection of the irrigation system, and programming the controller

**LANDSCAPE DOCUMENTATION PACKAGE - ITEM 6: GRADING DESIGN PLAN****Grading Design Plan**

For the efficient use of water, grading of a project site shall be designed to minimize soil erosion, runoff, and water waste. A grading plan shall be submitted as part of the Landscape Documentation Package. A comprehensive grading plan prepared by a civil engineer for a grading permit to grade over 50 cubic yards satisfies this requirement. Please find below the guidelines and requirements of the grading design plan per the Ordinance:

- 1) The project applicant shall submit a landscape grading plan that indicates finished configurations and elevations of the landscape area including:
  - a. Height of graded slopes
  - b. Drainage patterns
  - c. Pad elevations
  - d. Finish grade; and
  - e. Storm water retention improvements, if applicable.
- 2) To prevent excessive erosion and runoff, it is highly recommended that project applicants;
  - a. grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable hardscapes;
  - b. avoid disruption of natural drainage patterns and undisturbed soil; and
  - c. avoid soil compaction in landscape areas.
- 3) The grading design plan shall contain the following statement: “I have complied with the criteria of the State ordinance and applied them accordingly for the efficient use of water in the grading design plan” and shall bear the signature of a licensed professional as authorized by law.

## **CERTIFICATE OF COMPLETION**

The Certificate of Completion (see Appendix D for a sample certificate) shall include the following six (6) elements:

1. Project information sheet that contains:
  - a. date;
  - b. project name;
  - c. project applicant name, telephone, and mailing address;
  - d. project address and location; and
  - e. property owner name, telephone, and mailing address;
2. Certification by either the signer of the landscape design plan, the signer of the irrigation design plan, or the licensed landscape contractor that the landscape project has been installed per the approved Landscape Documentation Package;
  - a. where there have been significant changes made in the field during construction, these “as-built” or record drawings shall be included with the certification;
3. Irrigation Scheduling Parameters used to set the controller (see Section 492.10);
4. Landscape and irrigation maintenance schedule (see Section 492.11);
5. Irrigation audit report (see Section 492.12); and
6. Soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of soil report recommendations (see Section 492.5).
  - a. The project applicant shall:
    - i. Submit the signed Certificate of Completion to the local agency for review;
    - ii. Ensure that copies of the approved Certificate of Completion are submitted to the local water purveyor and property owner or his or her designee.
  - b. The local agency shall:
    - i. Receive the signed Certificate of Completion from the project applicant;
    - ii. Approve or deny the Certificate of Completion. If the Certificate of Completion is denied, the local agency shall provide information to the project applicant regarding reapplication, appeal, or other assistance.

Please find below a submittal checklist of the complete Certificate of Completion.

### **Certificate of Completion - Submittal Checklist**

**Two (2) sets of the following items:**

- Item 1 - Certificate of Completion signed by property owner or designee (Appendix C)**
- Item 2 - Certification of Installation signed by licensed contractor or landscape architect (Appendix D)**
  - o As-built drawings if there have been significant changes in the field

- A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes
- **Item 3 - Irrigation Scheduling parameters used to set the controller**
- **Item 4 - Landscape and Irrigation Maintenance Schedule**
- **Item 5 - Irrigation Audit Report – Certificate of Irrigation Audit**
- **Item 6 - Soil Analysis and Management Report**

### **Schedule of Landscape and Irrigation Maintenance**

A Landscape and Irrigation Maintenance schedule is required.

- A. Landscapes shall be maintained to ensure water use efficiency. A regular maintenance schedule is recommended to be submitted with the Certificate of Completion.
- B. A regular maintenance schedule shall include, but not to be limited to, routine inspection; auditing, adjustment and repair of the irrigation system and its components; aerating and dethatching turf areas; topdressing with compost, replenishing mulch; fertilizing; pruning; weeding in all landscape areas and removing obstructions to emission devices.
- C. Repair of all irrigation equipment should be done with the originally installed components or their equivalents or with components with greater efficiency
- D. A project applicant is encouraged to implement established landscape industry sustainable best practices for all landscape maintenance activities

### **Irrigation Audit, Survey, and Water Use Analysis Report**

- A. All landscape irrigation audits shall be conducted by a local agency landscape irrigation auditor or a third party certified landscape irrigation auditor. Landscape audits shall not be conducted by the person who designed the landscape or installed the landscape.
- B. In large projects or projects with multiple landscape installations (i.e. production home developments) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.
- C. For new construction and rehabilitated landscape projects, the project applicant shall submit an irrigation audit report with the Certificate of Completion to the City that shall include but not be limited to: Inspection, system tune - up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, verification of compliance with Maximum Applied Water Allowance and Estimated Total Water Use calculations, and preparation of an irrigation schedule including configuring irrigation controllers with application rate, soil types, plant factors, slope, exposure and any other factors necessary for accurate programming.

### **Soil Analysis and Management Report**

Attach soil management report, if not previously submitted with the Landscape Documentation Package.

Attach documentation verifying implementation of recommendations from soil sample analysis report.

Soil Management Report requirements:

In order to reduce runoff and encourage healthy plant growth, a soil management report shall be completed by the project applicant, or his/her designee, as follows:

- A. Submit soil samples to a laboratory for analysis and recommendations.
  1. Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.
  2. The soil sample analysis may include:
    - a. soil texture;
    - b. infiltration rate determined by laboratory test or soil texture infiltration rate table;
    - c. pH;
    - d. total soluble salts;
    - e. sodium;
    - f. any soil leaching needed to remove salinity from the root zones; and
    - g. g. recommendations
- B. The project applicant, or his/her designee, shall comply with one of the following:
  1. If significant mass grading is not planned, the soil management report shall be submitted to the local agency as part of the Landscape Documentation Package; or
  2. If significant mass grading is planned, the soil management report shall be submitted to the City as part of the Certificate of Completion.
- C. The soil management report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans to make any necessary adjustments to the design
- D. The project applicant, or his/her designee, shall submit documentation verifying implementation of soil management report recommendations to the City with Certificate of Completion.

**APPENDIX A: REFERENCE EVAPOTRANSPIRATION (ETO) TABLE.**

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
<b>ALAMEDA</b>													
Fremont	1.5	1.9	3.4	4.7	5.4	6.3	6.7	6.0	4.5	3.4	1.8	1.5	47.0
Livermore	1.2	1.5	2.9	4.4	5.9	6.6	7.4	6.4	5.3	3.2	1.5	0.9	47.2
Oakland	1.5	1.5	2.8	3.9	5.1	5.3	6.0	5.5	4.8	3.1	1.4	0.9	41.8
Oakland Foothills	1.1	1.4	2.7	3.7	5.1	6.4	5.8	4.9	3.6	2.6	1.4	1.0	39.6
Pleasanton	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
Union City	1.4	1.8	3.1	4.2	5.4	5.9	6.4	5.7	4.4	3.1	1.5	1.2	44.2
<b>ALPINE</b>													
Markleeville	0.7	0.9	2.0	3.5	5.0	6.1	7.3	6.4	4.4	2.6	1.2	0.5	40.6
<b>AMADOR</b>													
Jackson	1.2	1.5	2.8	4.4	6.0	7.2	7.9	7.2	5.3	3.2	1.4	0.9	48.9
Shanandoah Valley	1.0	1.7	2.9	4.4	5.6	6.8	7.9	7.1	5.2	3.6	1.7	1.0	48.8
<b>BUTTE</b>													
Chico	1.2	1.8	2.9	4.7	6.1	7.4	8.5	7.3	5.4	3.7	1.7	1.0	51.7
Durham	1.1	1.8	3.2	5.0	6.5	7.4	7.8	6.9	5.3	3.6	1.7	1.0	51.1
Gridley	1.2	1.8	3.0	4.7	6.1	7.7	8.5	7.1	5.4	3.7	1.7	1.0	51.9
Oroville	1.2	1.7	2.8	4.7	6.1	7.6	8.5	7.3	5.3	3.7	1.7	1.0	51.5
<b>CALAVERAS</b>													
San Andreas	1.2	1.5	2.8	4.4	6.0	7.3	7.9	7.0	5.3	3.2	1.4	0.7	48.8
<b>COLUSA</b>													
Colusa	1.0	1.7	3.4	5.0	6.4	7.6	8.3	7.2	5.4	3.8	1.8	1.1	52.8
Williams	1.2	1.7	2.9	4.5	6.1	7.2	8.5	7.3	5.3	3.4	1.6	1.0	50.8
<b>CONTRA COSTA</b>													
Benicia	1.3	1.4	2.7	3.8	4.9	5.0	6.4	5.5	4.4	2.9	1.2	0.7	40.3
Brentwood	1.0	1.5	2.9	4.5	6.1	7.1	7.9	6.7	5.2	3.2	1.4	0.7	48.3
Concord	1.1	1.4	2.4	4.0	5.5	5.9	7.0	6.0	4.8	3.2	1.3	0.7	43.4
Courtland	0.9	1.5	2.9	4.4	6.1	6.9	7.9	6.7	5.3	3.2	1.4	0.7	48.0
Martinez	1.2	1.4	2.4	3.9	5.3	5.6	6.7	5.6	4.7	3.1	1.2	0.7	41.8
Moraga	1.2	1.5	3.4	4.2	5.5	6.1	6.7	5.9	4.6	3.2	1.6	1.0	44.9
Pittsburg	1.0	1.5	2.8	4.1	5.6	6.4	7.4	6.4	5.0	3.2	1.3	0.7	45.4
Walnut Creek	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
<b>DEL NORTE</b>													
Crescent City	0.5	0.9	2.0	3.0	3.7	3.5	4.3	3.7	3.0	2.0	0.9	0.5	27.7
<b>EL DORADO</b>													
Camino	0.9	1.7	2.5	3.9	5.9	7.2	7.8	6.8	5.1	3.1	1.5	0.9	47.3
<b>FRESNO</b>													
Clovis	1.0	1.5	3.2	4.8	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Coalinga	1.2	1.7	3.1	4.6	6.2	7.2	8.5	7.3	5.3	3.4	1.6	0.7	50.9
Firebaugh	1.0	1.8	3.7	5.7	7.3	8.1	8.2	7.2	5.5	3.9	2.0	1.1	55.4
FivePoints	1.3	2.0	4.0	6.1	7.7	8.5	8.7	8.0	6.2	4.5	2.4	1.2	60.4
<b>FRESNO</b>													
Fresno	0.9	1.7	3.3	4.8	6.7	7.8	8.4	7.1	5.2	3.2	1.4	0.6	51.1
Fresno State	0.9	1.6	3.2	5.2	7.0	8.0	8.7	7.6	5.4	3.6	1.7	0.9	53.7
Friant	1.2	1.5	3.1	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Kerman	0.9	1.5	3.2	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.2
Kingsburg	1.0	1.5	3.4	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.6
Mendota	1.5	2.5	4.6	6.2	7.9	8.6	8.8	7.5	5.9	4.5	2.4	1.5	61.7
Orange Cove	1.2	1.9	3.5	4.7	7.4	8.5	8.9	7.9	5.9	3.7	1.8	1.2	56.7
Panoche	1.1	2.0	4.0	5.6	7.8	8.5	8.3	7.3	5.6	3.9	1.8	1.2	57.2
Parlier	1.0	1.9	3.6	5.2	6.8	7.6	8.1	7.0	5.1	3.4	1.7	0.9	52.0
Reedley	1.1	1.5	3.2	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Westlands	0.9	1.7	3.8	6.3	8.0	8.6	8.6	7.8	5.9	4.3	2.1	1.1	58.8

Appendix A - Reference Evapotranspiration (ET <sub>o</sub> ) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET <sub>o</sub>
<b>GLENN</b>													
Orland	1.1	1.8	3.4	5.0	6.4	7.5	7.9	6.7	5.3	3.9	1.8	1.4	52.1
Willows	1.2	1.7	2.9	4.7	6.1	7.2	8.5	7.3	5.3	3.6	1.7	1.0	51.3
<b>HUMBOLDT</b>													
Eureka	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Ferndale	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Garberville	0.6	1.2	2.2	3.1	4.5	5.0	5.5	4.9	3.8	2.4	1.0	0.7	34.9
Hoopa	0.5	1.1	2.1	3.0	4.4	5.4	6.1	5.1	3.8	2.4	0.9	0.7	35.6
<b>IMPERIAL</b>													
Brawley	2.8	3.8	5.9	8.0	10.4	11.5	11.7	10.0	8.4	6.2	3.5	2.1	84.2
Calipatria/Mulberry	2.4	3.2	5.1	6.8	8.6	9.2	9.2	8.6	7.0	5.2	3.1	2.3	70.7
El Centro	2.7	3.5	5.6	7.9	10.1	11.1	11.6	9.5	8.3	6.1	3.3	2.0	81.7
Holtville	2.8	3.8	5.9	7.9	10.4	11.6	12.0	10.0	8.6	6.2	3.5	2.1	84.7
Meloland	2.5	3.2	5.5	7.5	8.9	9.2	9.0	8.5	6.8	5.3	3.1	2.2	71.6
Palo Verde II	2.5	3.3	5.7	6.9	8.5	8.9	8.6	7.9	6.2	4.5	2.9	2.3	68.2
Seeley	2.7	3.5	5.9	7.7	9.7	10.1	9.3	8.3	6.9	5.5	3.4	2.2	75.4
Westmoreland	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Yuma	2.5	3.4	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.6
<b>INYO</b>													
Bishop	1.7	2.7	4.8	6.7	8.2	10.9	7.4	9.6	7.4	4.8	2.5	1.6	68.3
Death Valley Jct	2.2	3.3	5.4	7.7	9.8	11.1	11.4	10.1	8.3	5.4	2.9	1.7	79.1
Independence	1.7	2.7	3.4	6.6	8.5	9.5	9.8	8.5	7.1	3.9	2.0	1.5	65.2
Lower Haiwee Res.	1.8	2.7	4.4	7.1	8.5	9.5	9.8	8.5	7.1	4.2	2.6	1.5	67.6
Oasis	2.7	2.8	5.9	8.0	10.4	11.7	11.6	10.0	8.4	6.2	3.4	2.1	83.1
<b>KERN</b>													
Arvin	1.2	1.8	3.5	4.7	6.6	7.4	8.1	7.3	5.3	3.4	1.7	1.0	51.9
Bakersfield	1.0	1.8	3.5	4.7	6.6	7.7	8.5	7.3	5.3	3.5	1.6	0.9	52.4
Bakersfield/Bonanza	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
Bakersfield/Greenlee	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
<b>KERN</b>													
Belridge	1.4	2.2	4.1	5.5	7.7	8.5	8.6	7.8	6.0	3.8	2.0	1.5	59.2
Blackwells Corner	1.4	2.1	3.8	5.4	7.0	7.8	8.5	7.7	5.8	3.9	1.9	1.2	56.6
Buttonwillow	1.0	1.8	3.2	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.5	0.9	52.0
China Lake	2.1	3.2	5.3	7.7	9.2	10.0	11.0	9.8	7.3	4.9	2.7	1.7	74.8
Delano	0.9	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.4	0.7	52.0
Famoso	1.3	1.9	3.5	4.8	6.7	7.6	8.0	7.3	5.5	3.5	1.7	1.3	53.1
Grapevine	1.3	1.8	3.1	4.4	5.6	6.8	7.6	6.8	5.9	3.4	1.9	1.0	49.5
Inyokern	2.0	3.1	4.9	7.3	8.5	9.7	11.0	9.4	7.1	5.1	2.6	1.7	72.4
Isabella Dam	1.2	1.4	2.8	4.4	5.8	7.3	7.9	7.0	5.0	3.2	1.7	0.9	48.4
Lamont	1.3	2.4	4.4	4.6	6.5	7.0	8.8	7.6	5.7	3.7	1.6	0.8	54.4
Lost Hills	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
McFarland/Kern	1.2	2.1	3.7	5.6	7.3	8.0	8.3	7.4	5.6	4.1	2.0	1.2	56.5
Shafter	1.0	1.7	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.5	0.9	52.1
Taft	1.3	1.8	3.1	4.3	6.2	7.3	8.5	7.3	5.4	3.4	1.7	1.0	51.2
Tehachapi	1.4	1.8	3.2	5.0	6.1	7.7	7.9	7.3	5.9	3.4	2.1	1.2	52.9
<b>KINGS</b>													
Caruthers	1.6	2.5	4.0	5.7	7.8	8.7	9.3	8.4	6.3	4.4	2.4	1.6	62.7
Corcoran	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Hanford	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.2	5.4	3.4	1.4	0.7	51.5
Kettleman	1.1	2.0	4.0	6.0	7.5	8.5	9.1	8.2	6.1	4.5	2.2	1.1	60.2
Lemoore	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.4	0.7	51.7
Stratford	0.9	1.9	3.9	6.1	7.8	8.6	8.8	7.7	5.9	4.1	2.1	1.0	58.7

<b>Appendix A - Reference Evapotranspiration (ETo) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ETo</b>
<b>LAKE</b>													
Lakeport	1.1	1.3	2.6	3.5	5.1	6.0	7.3	6.1	4.7	2.9	1.2	0.9	42.8
Lower Lake	1.2	1.4	2.7	4.5	5.3	6.3	7.4	6.4	5.0	3.1	1.3	0.9	45.4
<b>LASSEN</b>													
Buntingville	1.0	1.7	3.5	4.9	6.2	7.3	8.4	7.5	5.4	3.4	1.5	0.9	51.8
Ravendale	0.6	1.1	2.3	4.1	5.6	6.7	7.9	7.3	4.7	2.8	1.2	0.5	44.9
Susanville	0.7	1.0	2.2	4.1	5.6	6.5	7.8	7.0	4.6	2.8	1.2	0.5	44.0
<b>LOS ANGELES</b>													
Burbank	2.1	2.8	3.7	4.7	5.1	6.0	6.6	6.7	5.4	4.0	2.6	2.0	51.7
Claremont	2.0	2.3	3.4	4.6	5.0	6.0	7.0	7.0	5.3	4.0	2.7	2.1	51.3
El Dorado	1.7	2.2	3.6	4.8	5.1	5.7	5.9	5.9	4.4	3.2	2.2	1.7	46.3
Glendale	2.0	2.2	3.3	3.8	4.7	4.8	5.7	5.6	4.3	3.3	2.2	1.8	43.7
Glendora	2.0	2.5	3.6	4.9	5.4	6.1	7.3	6.8	5.7	4.2	2.6	2.0	53.1
Gorman	1.6	2.2	3.4	4.6	5.5	7.4	7.7	7.1	5.9	3.6	2.4	1.1	52.4
Hollywood Hills	2.1	2.2	3.8	5.4	6.0	6.5	6.7	6.4	5.2	3.7	2.8	2.1	52.8
Lancaster	2.1	3.0	4.6	5.9	8.5	9.7	11.0	9.8	7.3	4.6	2.8	1.7	71.1
Long Beach	1.8	2.1	3.3	3.9	4.5	4.3	5.3	4.7	3.7	2.8	1.8	1.5	39.7
Los Angeles	2.2	2.7	3.7	4.7	5.5	5.8	6.2	5.9	5.0	3.9	2.6	1.9	50.1
<b>LOS ANGELES</b>													
Monrovia	2.2	2.3	3.8	4.3	5.5	5.9	6.9	6.4	5.1	3.2	2.5	2.0	50.2
Palmdale	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
Pasadena	2.1	2.7	3.7	4.7	5.1	6.0	7.1	6.7	5.6	4.2	2.6	2.0	52.3
Pearblossom	1.7	2.4	3.7	4.7	7.3	7.7	9.9	7.9	6.4	4.0	2.6	1.6	59.9
Pomona	1.7	2.0	3.4	4.5	5.0	5.8	6.5	6.4	4.7	3.5	2.3	1.7	47.5
Redondo Beach	2.2	2.4	3.3	3.8	4.5	4.7	5.4	4.8	4.4	2.8	2.4	2.0	42.6
San Fernando	2.0	2.7	3.5	4.6	5.5	5.9	7.3	6.7	5.3	3.9	2.6	2.0	52.0
Santa Clarita	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Santa Monica	1.8	2.1	3.3	4.5	4.7	5.0	5.4	5.4	3.9	3.4	2.4	2.2	44.2
<b>MADERA</b>													
Chowchilla	1.0	1.4	3.2	4.7	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Madera	0.9	1.4	3.2	4.8	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.5
Raymond	1.2	1.5	3.0	4.6	6.1	7.6	8.4	7.3	5.2	3.4	1.4	0.7	50.5
<b>MARIN</b>													
Black Point	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
Novato	1.3	1.5	2.4	3.5	4.4	6.0	5.9	5.4	4.4	2.8	1.4	0.7	39.8
Point San Pedro	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
San Rafael	1.2	1.3	2.4	3.3	4.0	4.8	4.8	4.9	4.3	2.7	1.3	0.7	35.8
<b>MARIPOSA</b>													
Coulterville	1.1	1.5	2.8	4.4	5.9	7.3	8.1	7.0	5.3	3.4	1.4	0.7	48.8
Mariposa	1.1	1.5	2.8	4.4	5.9	7.4	8.2	7.1	5.0	3.4	1.4	0.7	49.0
Yosemite Village	0.7	1.0	2.3	3.7	5.1	6.5	7.1	6.1	4.4	2.9	1.1	0.6	41.4
<b>MENDOCINO</b>													
Fort Bragg	0.9	1.3	2.2	3.0	3.7	3.5	3.7	3.7	3.0	2.3	1.2	0.7	29.0
Hopland	1.1	1.3	2.6	3.4	5.0	5.9	6.5	5.7	4.5	2.8	1.3	0.7	40.9
Point Arena	1.0	1.3	2.3	3.0	3.7	3.9	3.7	3.7	3.0	2.3	1.2	0.7	29.6
Sanel Valley	1.0	1.6	3.0	4.6	6.0	7.0	8.0	7.0	5.2	3.4	1.4	0.9	49.1
Ukiah	1.0	1.3	2.6	3.3	5.0	5.8	6.7	5.9	4.5	2.8	1.3	0.7	40.9
<b>MERCED</b>													
Kesterson	0.9	1.7	3.4	5.5	7.3	8.2	8.6	7.4	5.5	3.8	1.8	0.9	55.1
Los Banos	1.0	1.5	3.2	4.7	6.1	7.4	8.2	7.0	5.3	3.4	1.4	0.7	50.0
Merced	1.0	1.5	3.2	4.7	6.6	7.9	8.5	7.2	5.3	3.4	1.4	0.7	51.5

Appendix A - Reference Evapotranspiration (ET <sub>o</sub> ) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET <sub>o</sub>
<b>MODOC</b>													
Modoc/Alturas	0.9	1.4	2.8	3.7	5.1	6.2	7.5	6.6	4.6	2.8	1.2	0.7	43.2
<b>MONO</b>													
Bridgeport	0.7	0.9	2.2	3.8	5.5	6.6	7.4	6.7	4.7	2.7	1.2	0.5	43.0
<b>MONTEREY</b>													
Arroyo Seco	1.5	2.0	3.7	5.4	6.3	7.3	7.2	6.7	5.0	3.9	2.0	1.6	52.6
Castroville	1.4	1.7	3.0	4.2	4.6	4.8	4.0	3.8	3.0	2.6	1.6	1.4	36.2
Gonzales	1.3	1.7	3.4	4.7	5.4	6.3	6.3	5.9	4.4	3.4	1.9	1.3	45.7
<b>MONTEREY</b>													
Greenfield	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
King City	1.7	2.0	3.4	4.4	4.4	5.6	6.1	6.7	6.5	5.2	2.2	1.3	49.6
King City-Oasis Rd.	1.4	1.9	3.6	5.3	6.5	7.3	7.4	6.8	5.1	4.0	2.0	1.5	52.7
Long Valley	1.5	1.9	3.2	4.1	5.8	6.5	7.3	6.7	5.3	3.6	2.0	1.2	49.1
Monterey	1.7	1.8	2.7	3.5	4.0	4.1	4.3	4.2	3.5	2.8	1.9	1.5	36.0
Pajaro	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.1
Salinas	1.6	1.9	2.7	3.8	4.8	4.7	5.0	4.5	4.0	2.9	1.9	1.3	39.1
Salinas North	1.2	1.5	2.9	4.1	4.6	5.2	4.5	4.3	3.2	2.8	1.5	1.2	36.9
San Ardo	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
San Juan	1.8	2.1	3.4	4.6	5.3	5.7	5.5	4.9	3.8	3.2	2.2	1.9	44.2
Soledad	1.7	2.0	3.4	4.4	5.5	5.4	6.5	6.2	5.2	3.7	2.2	1.5	47.7
<b>NAPA</b>													
Angwin	1.8	1.9	3.2	4.7	5.8	7.3	8.1	7.1	5.5	4.5	2.9	2.1	54.9
Carneros	0.8	1.5	3.1	4.6	5.5	6.6	6.9	6.2	4.7	3.5	1.4	1.0	45.8
Oakville	1.0	1.5	2.9	4.7	5.8	6.9	7.2	6.4	4.9	3.5	1.6	1.2	47.7
St Helena	1.2	1.5	2.8	3.9	5.1	6.1	7.0	6.2	4.8	3.1	1.4	0.9	44.1
Yountville	1.3	1.7	2.8	3.9	5.1	6.0	7.1	6.1	4.8	3.1	1.5	0.9	44.3
<b>NEVADA</b>													
Grass Valley	1.1	1.5	2.6	4.0	5.7	7.1	7.9	7.1	5.3	3.2	1.5	0.9	48.0
Nevada City	1.1	1.5	2.6	3.9	5.8	6.9	7.9	7.0	5.3	3.2	1.4	0.9	47.4
<b>ORANGE</b>													
Irvine	2.2	2.5	3.7	4.7	5.2	5.9	6.3	6.2	4.6	3.7	2.6	2.3	49.6
Laguna Beach	2.2	2.7	3.4	3.8	4.6	4.6	4.9	4.9	4.4	3.4	2.4	2.0	43.2
Santa Ana	2.2	2.7	3.7	4.5	4.6	5.4	6.2	6.1	4.7	3.7	2.5	2.0	48.2
<b>PLACER</b>													
Auburn	1.2	1.7	2.8	4.4	6.1	7.4	8.3	7.3	5.4	3.4	1.6	1.0	50.6
Blue Canyon	0.7	1.1	2.1	3.4	4.8	6.0	7.2	6.1	4.6	2.9	0.9	0.6	40.5
Colfax	1.1	1.5	2.6	4.0	5.8	7.1	7.9	7.0	5.3	3.2	1.4	0.9	47.9
Roseville	1.1	1.7	3.1	4.7	6.2	7.7	8.5	7.3	5.6	3.7	1.7	1.0	52.2
Soda Springs	0.7	0.7	1.8	3.0	4.3	5.3	6.2	5.5	4.1	2.5	0.7	0.7	35.4
Tahoe City	0.7	0.7	1.7	3.0	4.3	5.4	6.1	5.6	4.1	2.4	0.8	0.6	35.5
Truckee	0.7	0.7	1.7	3.2	4.4	5.4	6.4	5.7	4.1	2.4	0.8	0.6	36.2
<b>PLUMAS</b>													
Portola	0.7	0.9	1.9	3.5	4.9	5.9	7.3	5.9	4.3	2.7	0.9	0.5	39.4
Quincy	0.7	0.9	2.2	3.5	4.9	5.9	7.3	5.9	4.4	2.8	1.2	0.5	40.2
<b>RIVERSIDE</b>													
Beaumont	2.0	2.3	3.4	4.4	6.1	7.1	7.6	7.9	6.0	3.9	2.6	1.7	55.0
Blythe	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Cathedral City	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Coachella	2.9	4.4	6.2	8.4	10.5	11.9	12.3	10.1	8.9	6.2	3.8	2.4	88.1

Appendix A - Reference Evapotranspiration (ET <sub>o</sub> ) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET <sub>o</sub>
<b>SAN FRANCISCO</b>													
San Francisco	1.5	1.3	2.4	3.0	3.7	4.6	4.9	4.8	4.1	2.8	1.3	0.7	35.1
<b>SAN JOAQUIN</b>													
Farmington	1.5	1.5	2.9	4.7	6.2	7.6	8.1	6.8	5.3	3.3	1.4	0.7	50.0
Lodi West	1.0	1.6	3.3	4.3	6.3	6.9	7.3	6.4	4.5	3.0	1.4	0.8	46.7
Manteca	0.9	1.7	3.4	5.0	6.5	7.5	8.0	7.1	5.2	3.3	1.6	0.9	51.2
Stockton	0.8	1.5	2.9	4.7	6.2	7.4	8.1	6.8	5.3	3.2	1.4	0.6	49.1
Tracy	1.0	1.5	2.9	4.5	6.1	7.3	7.9	6.7	5.3	3.2	1.3	0.7	48.5
<b>SAN LUIS OBISPO</b>													
Arroyo Grande	2.0	2.2	3.2	3.8	4.3	4.7	4.3	4.6	3.8	3.2	2.4	1.7	40.0
Atascadero	1.2	1.5	2.8	3.9	4.5	6.0	6.7	6.2	5.0	3.2	1.7	1.0	43.7
Morro Bay	2.0	2.2	3.1	3.5	4.3	4.5	4.6	4.6	3.8	3.5	2.1	1.7	39.9
Nipomo	2.2	2.5	3.8	5.1	5.7	6.2	6.4	6.1	4.9	4.1	2.9	2.3	52.1
Paso Robles	1.6	2.0	3.2	4.3	5.5	6.3	7.3	6.7	5.1	3.7	2.1	1.4	49.0
San Luis Obispo	2.0	2.2	3.2	4.1	4.9	5.3	4.6	5.5	4.4	3.5	2.4	1.7	43.8
San Miguel	1.6	2.0	3.2	4.3	5.0	6.4	7.4	6.8	5.1	3.7	2.1	1.4	49.0
San Simeon	2.0	2.0	2.9	3.5	4.2	4.4	4.6	4.3	3.5	3.1	2.0	1.7	38.1
<b>SAN MATEO</b>													
Hal Moon Bay	1.5	1.7	2.4	3.0	3.9	4.3	4.3	4.2	3.5	2.8	1.3	1.0	33.7
Redwood City	1.5	1.8	2.9	3.8	5.2	5.3	6.2	5.6	4.8	3.1	1.7	1.0	42.8
Woodside	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
<b>SANTA BARBARA</b>													
Betteravia	2.1	2.6	4.0	5.2	6.0	5.9	5.8	5.4	4.1	3.3	2.7	2.1	49.1
Carpenteria	2.0	2.4	3.2	3.9	4.8	5.2	5.5	5.7	4.5	3.4	2.4	2.0	44.9
Cuyama	2.1	2.4	3.8	5.4	6.9	7.9	8.5	7.7	5.9	4.5	2.6	2.0	59.7
Goleta	2.1	2.5	3.9	5.1	5.7	5.7	5.4	5.4	4.2	3.2	2.8	2.2	48.1
Goleta Foothills	2.3	2.6	3.7	5.4	5.3	5.6	5.5	5.7	4.5	3.9	2.8	2.3	49.6
Guadalupe	2.0	2.2	3.2	3.7	4.9	4.6	4.5	4.6	4.1	3.3	2.4	1.7	41.1
Lompoc	2.0	2.2	3.2	3.7	4.8	4.6	4.9	4.8	3.9	3.2	2.4	1.7	41.1
Los Alamos	1.8	2.0	3.2	4.1	4.9	5.3	5.7	5.5	4.4	3.7	2.4	1.6	44.6
Santa Barbara	2.0	2.5	3.2	3.8	4.6	5.1	5.5	4.5	3.4	2.4	1.8	1.8	40.6
<b>SANTA BARBARA</b>													
Santa Maria	1.8	2.3	3.7	5.1	5.7	5.8	5.6	5.3	4.2	3.5	2.4	1.9	47.4
Santa Ynez	1.7	2.2	3.5	5.0	5.8	6.2	6.4	6.0	4.5	3.6	2.2	1.7	48.7
Sisquoc	2.1	2.5	3.8	4.1	6.1	6.3	6.4	5.8	4.7	3.4	2.3	1.8	49.2
Solvang	2.0	2.0	3.3	4.3	5.0	5.6	6.1	5.6	4.4	3.7	2.2	1.6	45.6
<b>SANTA CLARA</b>													
Gilroy	1.3	1.8	3.1	4.1	5.3	5.6	6.1	5.5	4.7	3.4	1.7	1.1	43.6
Los Gatos	1.5	1.8	2.8	3.9	5.0	5.6	6.2	5.5	4.7	3.2	1.7	1.1	42.9
Morgan Hill	1.5	1.8	3.4	4.2	6.3	7.0	7.1	6.0	5.1	3.7	1.9	1.4	49.5
Palo Alto	1.5	1.8	2.8	3.8	5.2	5.3	6.2	5.6	5.0	3.2	1.7	1.0	43.0
San Jose	1.5	1.8	3.1	4.1	5.5	5.8	6.5	5.9	5.2	3.3	1.8	1.0	45.3
<b>SANTA CRUZ</b>													
De Laveaga	1.4	1.9	3.3	4.7	4.9	5.3	5.0	4.8	3.6	3.0	1.6	1.3	40.8
Green Valley Rd	1.2	1.8	3.2	4.5	4.6	5.4	5.2	5.0	3.7	3.1	1.6	1.3	40.6
Santa Cruz	1.5	1.8	2.6	3.5	4.3	4.4	4.8	4.4	3.8	2.8	1.7	1.2	36.6
Watsonville	1.5	1.8	2.7	3.7	4.6	4.5	4.9	4.2	4.0	2.9	1.8	1.2	37.7
Webb	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.2

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
<b>SHASTA</b>													
Burney	0.7	1.0	2.1	3.5	4.9	5.9	7.4	6.4	4.4	2.9	0.9	0.6	40.9
Fall River Mills	0.6	1.0	2.1	3.7	5.0	6.1	7.8	6.7	4.6	2.8	0.9	0.5	41.8
Glenburn	0.6	1.0	2.1	3.7	5.0	6.3	7.8	6.7	4.7	2.8	0.9	0.6	42.1
McArthur	0.7	1.4	2.9	4.2	5.6	6.9	8.2	7.2	5.0	3.0	1.1	0.6	46.8
Redding	1.2	1.4	2.6	4.1	5.6	7.1	8.5	7.3	5.3	3.2	1.4	0.9	48.8
<b>SIERRA</b>													
Downieville	0.7	1.0	2.3	3.5	5.0	6.0	7.4	6.2	4.7	2.8	0.9	0.6	41.3
Sierraville	0.7	1.1	2.2	3.2	4.5	5.9	7.3	6.4	4.3	2.6	0.9	0.5	39.6
<b>SISKIYOU</b>													
Happy Camp	0.5	0.9	2.0	3.0	4.3	5.2	6.1	5.3	4.1	2.4	0.9	0.5	35.1
MacDoel	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
Mt Shasta	0.5	0.9	2.0	3.0	4.5	5.3	6.7	5.7	4.0	2.2	0.7	0.5	36.0
Tule lake FS	0.7	1.3	2.7	4.0	5.4	6.3	7.1	6.4	4.7	2.8	1.0	0.6	42.9
Weed	0.5	0.9	2.0	2.5	4.5	5.3	6.7	5.5	3.7	2.0	0.9	0.5	34.9
Yreka	0.6	0.9	2.1	3.0	4.9	5.8	7.3	6.5	4.3	2.5	0.9	0.5	39.2
<b>SOLANO</b>													
Dixon	0.7	1.4	3.2	5.2	6.3	7.6	8.2	7.2	5.5	4.3	1.6	1.1	52.1
Fairfield	1.1	1.7	2.8	4.0	5.5	6.1	7.8	6.0	4.8	3.1	1.4	0.9	45.2
Hastings Tract	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Putah Creek	1.0	1.6	3.2	4.9	6.1	7.3	7.9	7.0	5.3	3.8	1.8	1.2	51.0
Rio Vista	0.9	1.7	2.8	4.4	5.9	6.7	7.9	6.5	5.1	3.2	1.3	0.7	47.0
Suisun Valley	0.6	1.3	3.0	4.7	5.8	7.0	7.7	6.8	5.3	3.8	1.4	0.9	48.3
Winters	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
<b>SONOMA</b>													
Bennett Valley	1.1	1.7	3.2	4.1	5.5	6.5	6.6	5.7	4.5	3.1	1.5	0.9	44.4
Cloverdale	1.1	1.4	2.6	3.4	5.0	5.9	6.2	5.6	4.5	2.8	1.4	0.7	40.7
Fort Ross	1.2	1.4	2.2	3.0	3.7	4.5	4.2	4.3	3.4	2.4	1.2	0.5	31.9
Healdsburg	1.2	1.5	2.4	3.5	5.0	5.9	6.1	5.6	4.5	2.8	1.4	0.7	40.8
Lincoln	1.2	1.7	2.8	4.7	6.1	7.4	8.4	7.3	5.4	3.7	1.9	1.2	51.9
Petaluma	1.2	1.5	2.8	3.7	4.6	5.6	4.6	5.7	4.5	2.9	1.4	0.9	39.6
Santa Rosa	1.2	1.7	2.8	3.7	5.0	6.0	6.1	5.9	4.5	2.9	1.5	0.7	42.0
Valley of the Moon	1.0	1.6	3.0	4.5	5.6	6.6	7.1	6.3	4.7	3.3	1.5	1.0	46.1
Windsor	0.9	1.6	3.0	4.5	5.5	6.5	6.5	5.9	4.4	3.2	1.4	1.0	44.2
Denair	1.0	1.9	3.6	4.7	7.0	7.9	8.0	6.1	5.3	3.4	1.5	1.0	51.4
La Grange	1.2	1.5	3.1	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Modesto	0.9	1.4	3.2	4.7	6.4	7.7	8.1	6.8	5.0	3.4	1.4	0.7	49.7
Newman	1.0	1.5	3.2	4.6	6.2	7.4	8.1	6.7	5.0	3.4	1.4	0.7	49.3
<b>STANISLAUS</b>													
Oakdale	1.2	1.5	3.2	4.7	6.2	7.7	8.1	7.1	5.1	3.4	1.4	0.7	50.3
Patterson	1.3	2.1	4.2	5.4	7.9	8.6	8.2	6.6	5.8	4.0	1.9	1.3	57.3
Turlock	0.9	1.5	3.2	4.7	6.5	7.7	8.2	7.0	5.1	3.4	1.4	0.7	50.2
<b>SUTTER</b>													
Nicolaus	0.9	1.6	3.2	4.9	6.3	7.5	8.0	6.9	5.2	3.4	1.5	0.9	50.2
Yuba City	1.3	2.1	2.8	4.4	5.7	7.2	7.1	6.1	4.7	3.2	1.2	0.9	46.7
<b>TEHAMA</b>													
Corning	1.2	1.8	2.9	4.5	6.1	7.3	8.1	7.2	5.3	3.7	1.7	1.1	50.7
Gerber	1.0	1.8	3.5	5.0	6.6	7.9	8.7	7.4	5.8	4.1	1.8	1.1	54.7
Gerber Dryland	0.9	1.6	3.2	4.7	6.7	8.4	9.0	7.9	6.0	4.2	2.0	1.0	55.5
Red Bluff	1.2	1.8	2.9	4.4	5.9	7.4	8.5	7.3	5.4	3.5	1.7	1.0	51.1

<b>Appendix A - Reference Evapotranspiration (ETo) Table*</b>													
<b>County and City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual ETo</b>
<b>TRINITY</b>													
Hay Fork	0.5	1.1	2.3	3.5	4.9	5.9	7.0	6.0	4.5	2.8	0.9	0.7	40.1
Weaverville	0.6	1.1	2.2	3.3	4.9	5.9	7.3	6.0	4.4	2.7	0.9	0.7	40.0
<b>TULARE</b>													
Alpaugh	0.9	1.7	3.4	4.8	6.6	7.7	8.2	7.3	5.4	3.4	1.4	0.7	51.6
Badger	1.0	1.3	2.7	4.1	6.0	7.3	7.7	7.0	4.8	3.3	1.4	0.7	47.3
Delano	1.1	1.9	4.0	4.9	7.2	7.9	8.1	7.3	5.4	3.2	1.5	1.2	53.6
Dinuba	1.1	1.5	3.2	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Lindcove	0.9	1.6	3.0	4.8	6.5	7.6	8.1	7.2	5.2	3.4	1.6	0.9	50.6
Porterville	1.2	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.3	3.4	1.4	0.7	52.1
Visalia	0.9	1.7	3.3	5.1	6.8	7.7	7.9	6.9	4.9	3.2	1.5	0.8	50.7
<b>TUOLUMNE</b>													
Groveland	1.1	1.5	2.8	4.1	5.7	7.2	7.9	6.6	5.1	3.3	1.4	0.7	47.5
Sonora	1.1	1.5	2.8	4.1	5.8	7.2	7.9	6.7	5.1	3.2	1.4	0.7	47.6
<b>VENTURA</b>													
Camarillo	2.2	2.5	3.7	4.3	5.0	5.2	5.9	5.4	4.2	3.0	2.5	2.1	46.1
Oxnard	2.2	2.5	3.2	3.7	4.4	4.6	5.4	4.8	4.0	3.3	2.4	2.0	42.3
Piru	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Port Hueneme	2.0	2.3	3.3	4.6	4.9	4.9	4.9	5.0	3.7	3.2	2.5	2.2	43.5
Thousand Oaks	2.2	2.6	3.4	4.5	5.4	5.9	6.7	6.4	5.4	3.9	2.6	2.0	51.0
Ventura	2.2	2.6	3.2	3.8	4.6	4.7	5.5	4.9	4.1	3.4	2.5	2.0	43.5
<b>YOLO</b>													
Bryte	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
Davis	1.0	1.9	3.3	5.0	6.4	7.6	8.2	7.1	5.4	4.0	1.8	1.0	52.5
Esparto	1.0	1.7	3.4	5.5	6.9	8.1	8.5	7.5	5.8	4.2	2.0	1.2	55.8
Winters	1.7	1.7	2.9	4.4	5.8	7.1	7.9	6.7	5.3	3.3	1.6	1.0	49.4
Woodland	1.0	1.8	3.2	4.7	6.1	7.7	8.2	7.2	5.4	3.7	1.7	1.0	51.6
Zamora	1.1	1.9	3.5	5.2	6.4	7.4	7.8	7.0	5.5	4.0	1.9	1.2	52.8
<b>YUBA</b>													
Browns Valley	1.0	1.7	3.1	4.7	6.1	7.5	8.5	7.6	5.7	4.1	2.0	1.1	52.9
Brownsville	1.1	1.4	2.6	4.0	5.7	6.8	7.9	6.8	5.3	3.4	1.5	0.9	47.4
* The values in this table were derived from:													
1) California Irrigation Management Information System (CIMIS);													
2) Reference EvapoTranspiration Zones Map, UC Dept. of Land, Air & Water Resources and California Dept of Water Resources 1999; and													
3) Reference Evapotranspiration for California, University of California, Department of Agriculture and Natural Resources (1987) Bulletin 1922 4) Determining Daily Reference Evapotranspiration, Cooperative Extension UC Division of Agriculture and Natural Resources (1987), Publication Leaflet 21426													

**APPENDIX B: WATER EFFICIENT LANDSCAPE WORKSHEET**

Reference Evapotranspiration (Eto) \_\_\_\_\_

Hydrozone # / Planting Description*	Plant Factor (PF)	Irrigation Method*	Irrigation Efficiency (IE)*	ETAF (PF/IE)	Landscape Area (sq. ft.)	ETAF x Area	Estimated Total Water Use (ETWU)*
<b>Regular Landscape Areas</b>							
				Totals	(A)	(B)	
<b>Special Landscape Areas (SLAs) – Includes areas irrigated with recycled water</b>							
				1			
				1			
				1			
				Totals	(C)	(D)	
				<b>ETWU Total</b>			
				<b>Maximum Allowed Water Allowance (MAWA)</b>			

**\*Notes:**

- a. **Hydrozone #/Planting Description** - E.g. 1) front lawn, 2) low water use plantings, 3) medium water use planting
- b. **Irrigation Method** – overhead spray or over head drip
- c. **Irrigation Efficiency** – 0.75 for spray head or 0.81 for drip
- d. **ETWU (Annual Gallons Required)** = Eto x 0.62 x ETAF x Area
  - a. 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year.
- e. **MAWA (Annual Gallons Allowed)** = [(Eto) ( 0.62) [ (ETAF x LA) + ((1-ETAF) x SLA)]
  - a. 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year
  - b. LA is the total landscape area in square feet
  - c. SLA is the total special landscape area in square feet
  - d. ETAF is .55 for residential areas and 0.45 for non-residential areas

**ETAF Calculations**

<u>Regular Landscape Areas</u>		<u>All Landscape Areas</u>	
Total ETAF x Area	(B)	Total ETAF x Area	(B+D)
Total Area	(A)	Total Area	(A+C)
Average ETAF	B ÷ A	Sitewide ETAF	(B+D) ÷ (A+C)

**Note:** Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

**APPENDIX C: CERTIFICATE OF COMPLETION****CERTIFICATE OF COMPLETION**

This certificate is filled out by the project applicant upon completion of the landscape project.

<b>PART 1 - PROJECT INFORMATION SHEET</b>		
Date		
Project Name		
Name of Project Applicant	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

<b>Project Address and Location:</b>		
Street Address	Parcel, tract or lot number, if available.	
City	Latitude/Longitude (optional)	
State	Zip Code	

<b>Property Owner or his/her designee:</b>		
Name	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

**Property Owner**

“I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule.”

---

 Property Owner Signature

---

 Date

**Please answer the questions below:**

1. Date the Landscape Documentation Package was submitted to the City Of Placentia \_\_\_\_\_
2. Date the Landscape Documentation Package was approved by the City of Placentia \_\_\_\_\_
3. Date that a copy of the Water Efficient Landscape Worksheet (including the Water Budget Calculation) or Prescriptive Measures Compliance Option was submitted to the local water purveyor \_\_\_\_\_

**PART 2 - CERTIFICATION OF INSTALLATION ACCORDING TO THE LANDSCAPE DOCUMENTATION PACKAGE**

“I/we certify that based upon periodic site observations, the work has been completed in accordance with the ordinance and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package.”

Signature*	Date	
Name (print)	Telephone No.	
	Fax No.	
Title	Email Address	
License No. or Certification No.		
Company	Street Address	
City	State	Zip Code

\*Signer of the landscape design plan, signer of the irrigation plan, or a licensed landscape contractor.

**PART 3 - IRRIGATION SCHEDULING**

Attach parameters for setting the irrigation schedule on controller per ordinance Section 492.10.

**PART 4 - SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE**

Attach schedule of Landscape and Irrigation Maintenance per ordinance Section 492.11.

**PART 5 - LANDSCAPE IRRIGATION AUDIT REPORT**

Attach Landscape Irrigation Audit Report per ordinance Section 492.12.

**PART 6 - SOIL MANAGEMENT REPORT**

Attach soil analysis report, if not previously submitted with the Landscape Documentation Package per ordinance Section 492.6.

Attach documentation verifying implementation of recommendations from soil analysis report per ordinance Section 492.6.

**APPENDIX E: PRESCRIPTIVE MEASURES COMPLIANCE OPTION****APPLICABILITY:**

As an option to completing the Worksheet and prior to the approval of any Plan Check for a project that meets the thresholds for this Option, compliance with all of the following items is mandatory and must be documented on a landscape plan.

- 1)  Submit Landscape Documentation Package which includes the following elements:
  - a.  Date
  - b.  Project Applicant
  - c.  Project Address
  - d.  Total Landscape Area in Square Feet, including a break of turf and plant material
  - e.  Project Type
  - f.  Water Supply Type (e.g., potable, recycled) and Water Supplier
  - g.  Contact Information
  - h.  Applicant Signature and Date with Statement: "I agree to comply with the requirements of the 1 Water Efficient Landscape Ordinance and submit a complete Landscape Documentation Package."
- 2)  Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape areas, unless contra-indicated by a soils test
- 3)  Plant Material shall comply with the following:
  - a.  Install climate adapted plants that require occasional, little, or no summer water (average WUCOLS plant factor of 0.3) excluding edibles and areas using recycled water, for 75% of the residential planting areas, and 100% of the non-residential planting areas
  - b.  A minimum three-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas, except in turf areas, creeping or rooting groundcover areas, or direct seeding application areas where mulch is contra-indicated
- 4)  Turf shall comply with all of the following:
  - a.  Turf shall not exceed 25% of the landscape area in residential areas, and there shall be no turf in non-residential areas
  - b.  Turf shall not be planted on sloped areas that exceed a slope of one-foot vertical elevation change for every four feet of horizontal length
  - c.  Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways must be irrigated by sub-surface irrigation or by other technology that creates no overspray or runoff
- 5)  Irrigation systems shall comply with the following:
  - a.  Automatic irrigation controllers are required and must use evapotranspiration or soil moisture

sensor data

- b.  Irrigation controllers shall be of a type that does not lose programming data in the event the primary power source is interrupted
  - c.  Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturer's recommended pressure range
  - d.  Manual shut-off valves (e.g., a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection to the water supply
  - e.  All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC 802- 2014, "Landscape Irrigation Sprinkler and Emitter Standard." All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.
- 6)  At the time of final inspection, the applicant must provide the owner of the property with a **Certificate of Completion** (see page 13), including the Irrigation Schedule, and Schedule of Landscape and Irrigation Maintenance.

## **APPENDIX F: DEFINITIONS**

The terms used in these Guidelines have the meaning set forth below:

**Applied Water:** means the portion of water supplied by the irrigation system to the landscape.

**Automatic Irrigation Controller:** means an automatic timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

**Backflow prevention device:** means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system

**Certificate of Completion:** means the document required under Section 2.1.11.

**Certified Irrigation Designer:** means a person certified to design irrigation systems by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's Water Sense irrigation designer certification program and Irrigation Association's Certified Irrigation Designer program.

**Certified Landscape Irrigation Auditor:** means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's Water Sense irrigation auditor certification program and Irrigation Association's Certified Landscape Irrigation Auditor program.

**Certification of Design:** means the certification that must be included in the Landscape Documentation Package pursuant to Section 2.1 of these Guidelines. A copy of the Certificate of Design is included in Appendix A.

**Check valve or Anti-drain valve:** means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

**City:** means the City of Placentia or its authorized designee.

**Common interest developments:** means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351

**Compost:** means the safe and stable product of controlled biologic decomposition of organic materials that is beneficial to plant growth.

**Conversion factor (0.62):** means the number that converts acre-inches per acre per year to gallons per square foot per year.

**Distribution Uniformity (DU):** is a measure of how uniformly an irrigation head applies water to a specific target area and theoretically ranges from zero to 100 percent.

**Drip irrigation:** means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

**Ecological Restoration Project:** means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

**Effective Precipitation or Usable Rainfall:** (Eppt) means the portion of total precipitation which becomes available for plant growth.

**Emitter:** means a drip irrigation emission device that delivers water slowly from the system to the soil.

**Established Landscape:** means the point at which plants in the landscape have developed significant root growth into the soil. Typically, most plants are established after one or two years of growth.

**Establishment Period of The Plants:** means the first year after installing the plant in the landscape or the first two years if irrigation will be terminated after establishment. Typically, most plants are established after one or two years of growth. Native habitat mitigation areas and trees may need three to five years for establishment.

**Estimated Total Water Use:** (ETWU) means the total water used for the landscape as calculated on the Water Efficient Landscape Worksheet in Appendix B. This is based on factors such as reference evapotranspiration rate, the size of the landscaped area, plant water use factors, and the irrigation efficiency within each hydrozone.

**Evapotranspiration adjustment factor (ETAF):** means a factor of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

**Evapotranspiration rate:** means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

**Flow rate:** means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

**Flow Sensor:** means an inline device installed at the supply point of the irrigation system that produces a repeatable signal proportional to flow rate. Flow sensors must be connected to an automatic irrigation controller, or flow monitor capable of receiving flow signals and operating master valves. This combination flow sensor/controller may also function as a landscape water meter or submeter.

**Friable:** means a soil condition that is easily crumbled or loosely compacted down to a minimum depth per planting material requirements, whereby the root structure of newly planted material will be allowed to spread unimpeded.

**Fuel Modification Plan Guideline:** means guidelines from a local fire authority to assist residents and businesses that are developing land or building structures in a fire hazard severity zone.

**Graywater:** means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. "Graywater" includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers. Health and Safety Code Section 17922.12.

**Hardscapes:** means any durable material or feature (pervious and non-pervious) installed in or around a landscaped area, such as pavements or walls. Pools and other water features are considered part of the landscaped area and not considered hardscapes for purposes of these Guidelines.

**Hydrozone:** means a portion of the landscaped area having plants with similar water needs and rooting depth. It is typically irrigated by one valve/controller station. A hydrozone may be irrigated or non-irrigated.

**Infiltration rate:** means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

**Invasive plants species or noxious plant species:** means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive plant species may be regulated by county agricultural agencies as noxious species. Lists of invasive plants are maintained at the California Invasive Plant Inventory and USDA invasive and noxious weeds database.

**Irrigation audit:** means an in-depth evaluation of the performance of an irrigation system conducted by a Certified Landscape Irrigation Auditor. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule. The audit must be conducted in a manner consistent with the Irrigation Association's Landscape Irrigation Auditor Certification program or other U.S. Environmental Protection Agency "Watersense" labeled auditing program.

**Irrigation efficiency (IE):** means the measurement of the amount of water beneficially used divided by the amount of water applied to a landscaped area. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiencies for purposes of these Guidelines are 0.75 for overhead spray devices and 0.81 for drip systems. The following irrigation efficiency may be obtained for the listed irrigation heads with an IME of 90%:

- a) Pop-up stream rotator heads = 75%
- b) Stream rotor heads = 75%
- c) Microspray = 75%
- d) Bubbler = 80%
- e) Drip emitter = 85%
- f) Subsurface irrigation = 90%

**Irrigation Management Efficiency (IME):** means the measurement used to calculate the irrigation efficiency of the irrigation system for a landscaped project. A 90% IME can be achieved by using evapotranspiration controllers, soil moisture sensors, and other methods that will adjust irrigation run times to meet plant water needs.

**Irrigation Survey:** means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to: inspection, system test, and written recommendations to improve performance of the irrigation system.

**Irrigation Water Use Analysis:** means a review of water use data based on meter readings and billing data.

**Landscape Architect:** means a person who holds a license to practice landscape architecture in the state of California Business and Professions Code, Section 5615.

**Landscape Area:** means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

**Landscape Contractor:** means a person licensed by the state of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

**Landscape coefficient (KL):** is the product of a plant factor multiplied by a density factor and a microclimate factor. The landscape coefficient is derived to estimate water loss from irrigated landscaped areas and special landscaped areas.

**Landscape Documentation Package:** means the package of documents that a project applicant is required to submit to the City pursuant to Section 2.1.1 of these Guidelines.

**Landscape Installation Certificate of Completion:** means the certificate that must be submitted to the City pursuant to Section 2.1.11 Guidelines. A copy of the Landscape Installation Certificate of Completion is included in Appendix C.

**Landscape Professional:** means a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape pursuant to Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the California Food and Agriculture Code.

**Landscape Project:** means total area of landscape in a project, as provided in the definition of landscaped area, meeting the applicability requirements this Water Efficient Landscape Ordinance.

**Landscaped Area:** means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscaped area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

**Landscape Water Meter:** means an inline device installed at the irrigation supply point that measures the flow of water into the irrigation system and is connected to a totalizer to record water use.

**Lateral line:** means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

Low volume irrigation: means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

Low Volume Irrigation: means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

Main line: means the pressurized pipeline that delivers water from the water source to the valve or outlet.

Master Shut-Off Valve: is an automatic valve installed at the irrigation supply point which controls water flow into the irrigation system. When this valve is closed water will not be supplied to the irrigation system. A master valve will greatly reduce any water loss due to a leaky station valve.

Maximum Applied Water Allowance (MAWA): means the upper limit of annual applied water for the established landscaped area, as specified in Section 2.1.2 of these Guidelines. It is based upon the area's reference evapotranspiration, the ETAF, and the size of the landscaped area. The Estimated Applied Water Use shall not exceed the Maximum Applied Water Allowance. Special Landscape Areas, including recreation areas, areas permanently and solely dedicated to edible plants such as orchards and vegetable gardens, and areas irrigated with recycled water are subject to the MAWA with an ETAF not to exceed 1.0.  $MAWA = (ET_o) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$

Median: is an area between opposing lanes of traffic that may be unplanted or planted with trees, shrubs, perennials, and ornamental grasses.

Microclimate: means the climate of a small, specific area that may contrast with the climate of the overall landscaped area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

Mined-Land Reclamation Projects: means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

Mulch: means any organic material such as leaves, bark, straw or compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

New Construction: means, for the purposes of this ordinance, a new building with a landscape or other new landscape, such as a park, playground, or greenbelt without an associated building.

Non-Residential Landscape: means landscapes in commercial, institutional, industrial and public settings that may have areas designated for recreation or public assembly. It also includes portions of common areas of common interest developments with designated recreational areas.

Non-pervious or impervious: means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

Operating pressure: means the pressure at which the parts of an irrigation system of sprinklers are designed to operate at by the manufacturer.

Overhead Sprinkler Irrigation Systems: means systems that deliver water through the air (e.g., spray heads and rotors).

Overspray: means the irrigation water which is delivered beyond the target area.

Permit: means an authorizing document issued by local agencies for new construction or rehabilitated landscapes.

Person: means any natural person, firm, joint venture, joint stock company, partnership, public or private association, club, company, corporation, business trust, organization, public or private agency, government agency or institution, school district, college, university, any other user of water provided by the City or the local water purveyor, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties.

Pervious: means any surface or material that allows the passage of water through the material and into the underlying soil.

Plant factor or plant water use factor: is a factor, when multiplied by ETo, that estimates the amount of water needed by plants. For purposes of this Water Efficient Landscape Ordinance, the plant factor range for very low water use plants is 0 to 0.1, the plant factor range for low water use plants is 0.1 to 0.3; the plant factor range for moderate water use plants is 0.4 to 0.6; and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in these Guidelines are derived from the publication "Water Use Classification of Landscape Species". Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

Project applicant: means the person submitting a Landscape Documentation Package required under Section 2.1 to request a permit, plan check, or design review from the local agency. A project applicant may be the property owner or his or her designee.

Property owner or owner: means the record owner of real property as shown on the most recently issued equalized assessment roll.

Rain Sensor or Rain Sensing Shutoff Device: means a component which automatically suspends an irrigation event when it rains.

Record Drawing or As-Builts: means a set of reproducible drawings which show significant changes in the work made during construction and which are usually based on drawings marked up in the field and other data furnished by the contractor.

Recreational Area: means areas, excluding private single family residential areas, dedicated designated to for active play, recreation or public assembly such as in parks, sports fields, picnic grounds, amphitheaters and or golf courses tees, fairways, roughs, surrounds and greens.

Recycled water or reclaimed water: means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. This water is not intended for human consumption.

Reference evapotranspiration (ETo): means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented Section 2.1.2 of

these Guidelines, and is an estimate of the evapotranspiration of a large field of four to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

Water Efficient Landscape Worksheets: means the worksheets required to be completed pursuant to Section 2.2 of these Guidelines and which are included in Appendix B hereof.

Water feature: means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscaped area. Constructed wetlands used for on-site wastewater treatment, habitat protection, or storm water best management practices that are not irrigated and used solely for water treatment or storm water retention are not water features and, therefore, are not subject to the water budget calculation.

Watering window: means the time of day irrigation is allowed.

WUCOLS: means the Water Use Classification of Landscape published by the University of California Cooperative Extension and the Department of Water Resources 2014.

Rehabilitated Landscape: means any re-landscaping project that requires a permit, plan check, or design review, meets the requirements of Section 1.2, and the modified landscape area is equal to or greater than 2,500 square feet.

Residential Landscape: means landscapes surrounding single or multifamily homes.

Runoff: means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscaped area. For example, runoff may result from water that is applied at too great a rate (application rate exceeds infiltration rate) or when there is a slope.

Soil Moisture Sensing Device or Soil Moisture Sensor: means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.

Soil Texture: means the classification of soil based on its percentage of sand, silt, and clay.

Special Landscaped Areas (SLA): means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, recreational areas, areas irrigated with recycled water, or water features using recycled water.

Sprinkler head: means a device which delivers water through a nozzle.

Static water pressure: means the pipeline or municipal water supply pressure when water is not flowing.

Station: means an area served by one valve or by a set of valves that operate simultaneously.

Submeter: means a metering device to measure water applied to the landscape that is installed after the primary utility water meter.

Swing joint: means an irrigation component that provides a flexible, leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

Turf: means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

Valve: means a device used to control the flow of water in an irrigation system.

Water Conserving Plant Species: means a plant species identified as having a very low or low plant factor.

Water Efficient Landscape Ordinance: means Ordinance No. \_\_\_\_\_ adopted by the City Council on November 1, 2016, and codified in the Municipal Code in Chapter 23.77.

**PLANNING COMMISSION RESOLUTION  
NO. 2016-03**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF  
PLACENTIA CALIFORNIA, RECOMMENDING TO THE CITY COUNCIL  
APPROVAL OF ZONING CODE AMENDMENT NO. 2016-01 WHEREBY  
SECTION 23.77 OF TITLE 23 SHALL BE REPEALED AND REPLACED  
WITH A REFERENCE TO THE STATE OF CALIFORNIA MODEL WATER  
EFFICIENT LANDSCAPING ORDINANCE**

WHEREAS, the Planning Commission, upon giving the required notice, did on the 8<sup>th</sup> day of March, 2016, conduct a duly advertised public hearing as prescribed by law; and

WHEREAS, the continuation of California's economic prosperity is dependent on the availability of adequate supplies of water for future uses; and

WHEREAS, it is the policy of the State of California to promote the conservation and efficient use of water and to prevent the waste of this valuable resource; and

WHEREAS, landscaped areas are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development; and

WHEREAS, landscape design, installation, maintenance, and management should be water efficient; and

WHEREAS, careful water management that includes water efficient landscaping and irrigation practices, is essential to ensure a reliable minimum supply of water to meet current and future water supply needs; and

WHEREAS, studies and investigations made by this Commission and on its behalf reveal the following facts:

1. The code currently has standards for water efficient landscaping adopted in 2010.
2. Due to recent drought and water supply issues, the State is requiring cities and counties to take steps to utilize water in an efficient manner, thereby reducing unnecessary waste and runoff.

3. On April 1, 2015, Governor Brown issued Executive Order B-29-15, which updated California's Model Water Efficient Landscape Ordinance (MWELO). The revised ordinance was approved by the California Water Commission on July 15, 2015 and required cities to either adopt local revised water efficient landscape ordinances by December 1, 2015, or become subject to MWELO as drafted and promulgated by the State of California, Department of Water Resources and codified in 23 C.C.R. §§ 490 et seq.
4. The City of Placentia did not adopt a local revised water efficient landscape ordinance and, therefore, must enforce MWELO, and
5. Section 23.77 of Title 23 adopted pursuant to Ordinance No. 0-2009-15 is not at least as restrictive as the MWELO and, as such, is no longer enforceable and is superseded by MWELO.
6. Pursuant to the California Environmental Quality Act (CEQA), the proposed project is considered to be categorically exempt (Class 7, Protection of Natural Resources) in that it consists of code revisions to conserve water resources.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of Placentia as follows:

**SECTION NO. 1:** Based on the evidence presented and the findings set forth, Zoning Code Amendment No. ZCA 2016-01 is hereby found to be consistent with the Placentia General Plan and the implementation thereof.

**SECTION NO. 2:** Based on the evidence presented and the findings set forth, the Planning Commission of the City of Placentia hereby recommends to the City Council of the City of Placentia that it approves Zoning Code Amendment No. ZCA 2016-01 to amend Section 23.77 of Chapter 23 of the Placentia Municipal Code to read as shown on Exhibit "A."

**SECTION NO. 3:** The Secretary is instructed to forward a copy of this Resolution to the City Council for their attention in the manner as prescribed by law.

ADOPTED AND APPROVED this 8th day of March, 2016

  
CHRISTINE SCHAEFER, CHAIRMAN

I, Charles L. Rangel, Secretary to the Planning Commission of the City of Placentia, do hereby certify that the foregoing Resolution was introduced at a regular meeting of the Planning Commission of the City of Placentia held on the 8th day of March, 2016, and was passed at this regular meeting of the Planning Commission of the City of Placentia held on the 8th day of March, 2016, by the following vote:

AYES:	COMMISSION MEMBERS: Francine, Lee, Solomonson, Perez, Schaefer
NOES:	COMMISSION MEMBERS: None
ABSENT:	COMMISSION MEMBERS: Tomazic
ABSTAINED:	COMMISSION MEMBERS: Schenck

ATTEST:

  
Secretary to the Planning Commission

APPROVED AS TO FORM

  
YOLANDA M. SUMMERHILL,  
ASSISTANT CITY ATTORNEY

Exhibit A: Model Water Efficient Landscape Ordinance, 2015

EXHIBIT "A"

Chapter 23 - Zoning

**Section 23.77 "Water Efficient Landscape Ordinance"**

City has adopted by reference the State of California's Model Water Efficient Landscape Ordinance, codified at 23 California Code of Regulations, Sections 490 et seq.

ORDINANCE NO. O-2009-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY  
OF PLACENTIA AMENDING CHAPTER 23.77 OF TITLE  
23 OF THE PLACENTIA ZONING ORDINANCE  
PERTAINING TO XERISCAPE AND LANDSCAPE WATER  
CONSERVATION STANDARDS.

City Attorney's Summary

This Ordinance amends Chapter 23.77 of Title 23 of the Placentia Municipal Code pertaining to xeriscape requirements and water efficient landscape design, installation, maintenance and management in the City of Placentia pursuant to the requirements of California Government Code § 65595 and provides for the adoption, by Administrative Regulation, of guidelines for implementation thereof.

**A. Recitals.**

(i) The Legislature has determined that it is the policy of the State of California to promote the conservation and efficient use of water and to prevent the waste of this valuable resource.

(ii) This City Council concurs in that legislative determination and further finds that landscapes are essential to the quality of life in the City by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection and replacing ecosystems lost to development.

(iii) Landscape design, installation, maintenance, and management can and should be water efficient.

(iv) Incentive-based water use efficiency programs have been actively implemented within Orange County since before 1991.

(v) Current local design practices in new landscapes typically achieve the State Model Water Efficient Landscape Ordinance water use goals and all water services within the City are metered.

(vi) Landscape plan submittal and review has been a long standing practice in Placentia since the average rainfall in the City is approximately 12 inches per year.

(vii) The local water purveyor are implementing a budget- based tiered-rate billing and/or enforcement of water waste prohibitions for all existing metered landscaped areas throughout its service area, which includes the City.

(viii) Consistent with these findings, the purpose of this Ordinance is to establish an alternative model acceptable under California Government Code § 65595 as being at least as effective as the State Model Water Efficient Landscape Ordinance in the context of conditions in the City in order to promote the benefits of consistent landscape ordinances with neighboring local and regional agencies; promote the values and benefits of landscapes while recognizing the need to invest water and other resources as efficiently as possible; establish a structure for planning, designing, installing, and maintaining and managing water efficient landscapes in new construction and rehabilitated projects; establish provisions for water management practices and water waste prevention for existing landscapes; use water efficiently without waste by setting a Maximum Applied Water Allowance as an upper limit for water use and reduce water use to the lowest practical amount; and encourage the use of economic incentives that promote the efficient use of water, such as implementing a budget-based tiered-rate structure.

(ix) On November 10, 2009, the Planning Commission of the City of Placentia conducted and concluded a duly noticed public hearing, as required by law, concerning amendments to the provisions of Chapter 23.77 of Title 23 of the Placentia Municipal Code, as heretofore adopted, (the Placentia Zoning Ordinance) set forth hereinafter and recommended, by its Resolution No. R-2009-11 that the City Council adopt said amendments.

(x) On November 24, 2009, this City Council conducted and concluded a duly noticed public hearing, as required by law, concerning the amendments to the Placentia Zoning Ordinance set forth below.

(xi) All legal prerequisites to the adoption of this Ordinance have occurred.

**B. Ordinance.**

NOW, THEREFORE, the City Council of the City of Placentia does hereby find, determine and ordain as follows:

SECTION 1. In all respects, as set forth in the Recitals, Part A, of this Ordinance.

SECTION 2. The City Council hereby determines that this Ordinance is exempt from review under the California Environmental Quality Act of 1970, as amended, the Guidelines promulgated thereunder pursuant to § 15307 of Division 6 of Title 14 of the California Code of Regulations and this Ordinance is an action taken to assure the maintenance, restoration, enhancement, or protection of a natural resource where the regulatory process involves procedures for protection of the environment. The adoption of this Ordinance will result in the enhancement and protection of water resources in the City and will not result in cumulative adverse environment impacts. It is therefore exempt from the provisions of CEQA. The City Council hereby directs the City Administrator or designee to prepare and file a Notice of Exemption as soon as possible following adoption of this Ordinance.

SECTION 3. Chapter 23.77 of Title 23 of the Placentia Municipal Code, hereby is amended to read, in words and figures, as follows:

**"Chapter 23.77**

**"XERISCAPE AND WATER EFFICIENT LANDSCAPE ORDINANCE**

**"Sections:**

"23.77.010	<b>Purpose</b>
"23.77.020	<b>Definition</b>
"23.77.030	<b>Applicability</b>
"23.77.040	<b>Submittal of plans</b>
"23.77.050	<b>Xeriscape criteria</b>
"23.77.060	<b>Definitions</b>
"23.77.070	<b>Water Efficient Landscape Requirements - Applicability</b>
"23.77.080	<b>Implementation Procedures</b>
"23.77.090	<b>Landscape Water Use Standards</b>
"23.77.100	<b>Delegation</b>

**"Section 23.77.010 - Purpose**

"The purpose of this chapter is to reduce the consumption of water in a landscape through the use of xeriscape principles and to implement water efficient landscape requirements pursuant to the requirements of California Government Code § 65595.

**"23.77.020 - Definition of Xeriscape**

"'Xeriscape' means a combination of landscaping and irrigation techniques which reduce the demand for water required to maintain a given landscape. The primary techniques are:

- "A. Use of water-conserving plants;
- "B. Minimum amount of turf (grass area);
- "C. Plants grouped based on watering needs;

"D. Irrigation system designed to meet the needs of the plants in the landscape.

**"23.77.030 - Applicability**

"New developments, including move-ons, in all commercial, industrial and multiple-family districts and model homes for new projects in single-family districts shall be required to submit plans which comply with the provisions of this chapter.

**"23.77.040 - Submittal of plans**

"Both landscape and irrigation plans shall be submitted for plan check and approval by the department of development services. Landscape and irrigation plans shall be prepared by a licensed California landscape architect; irrigation plan may be prepared by a professional irrigation consultant. In the case of HCD defined affordable housing of four (4) units or less, the director of development services may permit plan to be designed by an alternate landscape professional. A list of water-conserving plants and/or plants native to hot/dry summers shall be kept on file with the development services department and made available for reference upon request.

"A. Landscape plans shall include the following:

"(1) Type, location and quantity of all species of plants utilized in the landscape including the percentage of low water use plants;

"(2) The type of and percentage of turf;

"(3) The location, percentage and types of mulch utilized;

"(4) A plant materials legend with both scientific and common names, quantity, size and descriptive remarks;

"(5) Planting notes and installation details.

"B. Irrigation plans shall include:

"(1) A system layout with the location of controllers and points of connection with data on valve sizes and gallons per minute (G.P.M.), the size and location of sleeves and all spray heads, including the location of conventional systems and drip systems;

"(2) An irrigation legend with complete specifications;

"(3) Irrigation notes and construction details of all assemblies and components;

"(4) A recommended irrigation schedule, preferably on an annual basis.

"A summary block shall be required on the initial page of submitted plans which will present the above information clearly and accurately.

#### **"23.77.050 - Xeriscape criteria**

"Landscape and irrigation plans shall be reviewed for compliance with the xeriscape criteria. These comprise a point system with points awarded for both landscape and irrigation techniques. A total of one hundred (100) points shall be achieved in each technique category to obtain a landscaping/irrigation permit.

<b>"Landscape technique</b>	<b>Points</b>
"Water conserving plants, and/or plants native to hot/dry summers, utilized in seventy-five (75) percent of the total plant area of the landscape.	40
"Turf limited to thirty (30) percent of the total landscape area in residential projects; twenty (20) percent of the total landscape in all other projects. In no case shall turf make up more than fifty (50) percent of the total landscape.	30
"Plants in the landscape grouped based on the amount of water needed to sustain them.	20
"Mulch (wood chips, bark, manures, sawdust, etc.) utilized in the landscape. Two (2) inches minimum, three (3) inches preferred.	10
"Hardscape, or nonirrigated surfaces used in at least ten (10) percent of the total landscape.	10
"Where turf is utilized, the use of a proven water-conserving turf.	10
 <b>"Irrigation technique</b>	 <b>Points</b>
"Low-water volume irrigation system.	40
"Automatic irrigation system adjusted seasonally (watering hours between 7:00 p.m. and 10:00 a.m.)	30
"Irrigation system designed to water different areas of the landscape based on watering need. (Drip/trickle system for shrubs, etc.)	20
"Use of reclaimed or recycled water in accordance with health and safety codes.	10
"Soil moisture sensor used in conjunction with the automatic irrigation system.	10
"Rain sensors used in conjunction with the automatic irrigation system.	10

"Additional comparable points (not to exceed twenty (20)) may be awarded for the use of any water-conserving method not listed above which the department of development services finds to be in accord with the purposes of this chapter.

#### **"23.77.060 - Definitions**

"The following definitions are applicable to this chapter:

"*'Applied water'* means the portion of water supplied by the irrigation system to the landscape.

"*'Budget-based tiered-rate structure'* means tiered or block rates for irrigation accounts charged by the retail water agency in which the block definition for each customer is derived from lot size or irrigated area and the evapotranspiration requirements of landscaping.

"*'Ecological restoration project'* means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

"*'Estimated Applied Water Use'* means the average annual total amount of water estimated to be necessary to keep plants in a healthy state, calculated as provided in the Guidelines. It is based on the reference evapotranspiration rate, the size of the landscape area, plant water use factors, and the relative irrigation efficiency of the irrigation system.

"*'ET adjustment factor'* (*'ETAF'*) is equal to the plant factor divided by the irrigation efficiency factor for a landscape project, as described in the Guidelines. The ETAF is calculated in the context of local reference evapotranspiration, using site-specific plant factors and irrigation efficiency factors that influence the amount of water that needs to be applied to the specific landscaped area.

"A combined plant mix with a site-wide average plant factor of 0.5 (indicating a moderate water need) and average irrigation efficiency of 0.71 produces an ET adjustment factor of  $(0.7) = (0.5/0.71)$ , which is the standard of water use efficiency generally required by this Water Efficient Landscape Ordinance and the Guidelines, except that the ETAF for a special landscape area shall not exceed 1.0.

"*Guidelines*" refers to the Administrative Regulations adopting '*Guidelines for Implementation of the Xeriscape and Water Efficient Landscape Ordinance*,' as adopted by the City, which describes procedures, calculations, and requirements for landscape projects subject to this chapter.

"*Hardscapes*" means any durable material or feature (pervious and non-pervious) installed in or around a landscaped area, such as pavements or walls. Pools and other water features are considered part of the landscaped area and not considered hardscapes for purposes of this chapter.

"*Homeowner installed landscape*" means any landscaping either installed by a private individual for a single family residence or installed by a licensed contractor hired by a homeowner. A homeowner, for purposes of this ordinance, is a person who occupies the dwelling he or she owns. This definition excludes speculative homes, which are not owner-occupied dwellings and which are subject under this chapter to the requirements applicable to developer-installed residential landscape projects.

"*Irrigation efficiency*" means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average irrigation efficiency for purposes of this chapter is 0.71. Greater irrigation efficiency can be expected from well designed and maintained systems.

"*Landscaped area*" means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscaped area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

"*Landscape contractor*" means a person licensed by the State of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

"*Landscape Documentation Package*" means the documents required to be provided to the City for review and approval of landscape design projects, as described in the Guidelines.

"*Landscape project*" means total area of landscape in a project, as provided in the definition of 'landscaped area,' meeting the requirements under § 23.77.070 of this chapter.

"*Local agency*" means a city or county, including a charter city or charter county, that is authorized by the City to implement, administer, and/or enforce any of the provisions of this chapter on behalf of the City. The local agency may be responsible for the enforcement or delegation of enforcement of this chapter including, but not limited to, design review, plan check, issuance of permits, and inspection of a landscape project.

"*Local water purveyor*" means any entity, including a public agency, city, county, or private water company that provides retail water service within the jurisdictional boundaries of the City, as the same now exist or as may be modified in future.

"*Maximum Applied Water Allowance*" ('MAWA') means the upper limit of annual applied water for the established landscaped area as specified in Section 2.2 of the Guidelines. It is based upon the area's reference evapotranspiration, the ET Adjustment Factor, and the size of the landscaped area. The Estimated Applied Water Use shall not exceed the Maximum Applied Water Allowance.

"*Mined-land reclamation projects*" means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

"*New construction*" means, for the purposes of this chapter, a new building with a landscape or other new landscape such as a park, playground, or greenbelt without an associated building.

"*Non-pervious*" means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

"*Pervious*" means any surface or material that allows the passage of water through the material and into the underlying soil.

"*Permit*" means an authorizing document issued by local agencies for new construction or rehabilitated landscape.

"*Plant factor*" or *'plant water use factor'* is a factor, when multiplied by ETo, that estimates the amount of water needed by plants. For purposes of this chapter, the plant factor range for low water use plants is 0 to 0.3; the plant factor range for moderate water use plants is 0.4 to 0.6; and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this chapter are derived from the California Department of Water Resources 2000 publication *'Water Use Classification of Landscape Species.'*

"*Recycled water*" or *'reclaimed water'* means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. Such water is not intended for human consumption.

"*Reference evapotranspiration*" or *'ETo'* means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented in Appendix A of the Guidelines, and is an estimate of the evapotranspiration of a large field of four-to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

"*Rehabilitated landscape*" means any re-landscaping project that meets the applicability criteria of § 23.77.070.A, where the modified landscape area is greater than 2,500 square feet, is 50% of the total landscape area, and the modifications are planned to occur within one year.

"*Smart automatic irrigation controller*" means an automatic timing device used to remotely control valves that operate an irrigation system and which schedules irrigation events using either evapotranspiration (weather-based) or soil moisture data.

"*Special landscape area*" means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.

"*Turf*" means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

"*Valve*" means a device used to control the flow of water in an irrigation system.

"*Water feature*" means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscaped area. Constructed wetlands used for on-site wastewater treatment, habitat protection or storm water best management practices that are not irrigated and used solely for water treatment or storm water retention are not water features and, therefore, are not subject to the water budget calculation.

#### **"23.77.070 - Applicability**

"A. Commencing January 1, 2010, all planting, irrigation, and landscape-related improvements required by this chapter shall apply to the following landscape projects:

"(1) New landscape installations or landscape rehabilitation projects by public agencies or private non-residential developers, except for cemeteries, with a landscaped area, including pools or other water features but excluding hardscape, equal to or greater than 2,500 square feet, and which are otherwise subject to a discretionary approval of a landscape plan, or which otherwise require a ministerial permit for a landscape or water feature;

"(2) New landscape installations or landscape rehabilitation projects by developers or property managers of single-family and multi-family residential projects or complexes with a landscaped area, including pools or other water features but excluding hardscape, equal to or greater than 2,500 square feet, and which are otherwise subject to a discretionary approval of a landscape plan, or which otherwise require a ministerial permit for a landscape or water feature;

"(3) new landscape installation projects by individual homeowners on single-family or multi-family residential lots with a total project landscaped area, including pools or other water features but excluding hardscape, equal to or greater than 5,000 square feet, and which are otherwise subject to a discretionary approval of a landscape plan, or which otherwise require a ministerial permit for a landscape or water feature;

"(4) Section 23.77.090 of this chapter shall apply to all landscaped areas installed after January 4, 2010 to which § 23.77.090 is applicable.

B. "This chapter does not apply to:

"(1) Registered local, state, or federal historical sites;

"(2) Ecological restoration projects that do not require a permanent irrigation system;

"(3) Mined-land reclamation projects that do not require a permanent irrigation system; or

"(4) Plant collections, as part of botanical gardens and arboretums open to the public.

#### **"23.77.080 - Implementation Procedures**

"A. Prior to installation, a Landscape Documentation Package shall be submitted to the City for review and approval of all landscape projects subject to the provisions of this chapter. Any Landscape Documentation Package submitted to the City shall comply with the provisions of the Guidelines.

"B. The Landscape Documentation Package shall include a certification by a professional appropriately licensed in the State of California stating that the landscape design and water use calculations have been prepared by or under the supervision of the licensed professional and are certified to be in compliance with the provisions of this chapter and the Guidelines.

"C. Landscape and irrigation plans shall be submitted to the City for review and approval with appropriate water use calculations. Water use calculations shall be consistent with calculations contained in the Guidelines and shall be provided to the local water purveyor, as appropriate, under procedures determined by the City

"D. Verification of compliance of the landscape installation with the approved plans shall be obtained through a Certification of Completion in conjunction with a Certificate of Use and Occupancy or Permit Final process, as provided in the Guidelines.

#### **"23.77.090 - Landscape Water Use Standards**

"A. For applicable landscape installation or rehabilitation projects subject to Section 1.1(a) of this Water Efficient Landscape Ordinance, the Estimated Applied Water Use allowed for the landscaped area shall not exceed the MAWA calculated using an ET adjustment factor of 0.7, except for special landscaped areas where the MAWA is calculated using an ET adjustment factor of 1.0; or the design of the landscaped area shall otherwise be shown to be equivalently water-efficient in a manner acceptable to the City; as provided in the Guidelines.

"B. Irrigation of all landscaped areas shall be conducted in a manner conforming to the rules and requirements, and shall be subject to penalties and incentives for water conservation and water waste prevention as determined and implemented by the local water purveyor or as mutually agreed by local water purveyor and the local agency.

#### **"23.77.100 - Delegation.**

"The City may delegate to, or into a contract with, a local agency to implement, administer, and/or enforce any of the provisions of this chapter on behalf of the City."

#### Section 6. Penalty for Violation.

It shall be unlawful for any person, firm, partnership or corporation to violate any provision or to fail to comply with any of the requirements of this Ordinance hereby adopted or the guidelines adopted pursuant to this Ordinance. Any person, firm, partnership or corporation violating any provision of this Ordinance or failing to comply with any of its requirements or

the guidelines adopted pursuant to this Ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not exceeding One Thousand Dollars (\$1,000.00), or by imprisonment not exceeding six (6) months, or by both such fine and imprisonment. Each and every person, firm, partnership, or corporation shall be deemed guilty of a separate offense for each and every day or any portion thereof during which any violation of any of the provisions of this Ordinance or the guidelines adopted pursuant to this Ordinance is committed, continued or permitted by such person, firm, partnership or corporation, and shall be deemed punishable therefor as provided in this Ordinance.

Section 7. Civil Remedies Available.

The violation of any of the provisions of this Ordinance hereby adopted shall constitute a nuisance and may be abated by the City through civil process by means of restraining order, preliminary or permanent injunction or in any other manner provided by law for the abatement of such nuisances.

Section 8. Severability.

The City Council declares that, should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences and words of this Ordinance shall remain in full force and effect.

SECTION 9. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect thirty (30) days after passage.

PASSED and ADOPTED this 1<sup>st</sup> day of December, 2009.

  
JOSEPH V. AGUIRRE, MAYOR

ATTEST:

  
PATRICK J. MELIA, CITY CLERK

I, PATRICK J. MELIA, City Clerk of the City of Placentia, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council held on the 17<sup>th</sup> day of November, 2009 and was finally adopted at a regular meeting held on the 1<sup>st</sup> day of December, 2009, by the following vote:

AYES:	COUNCILMEMBERS: NELSON, UNDERHILL, YAMAGUCHI, AGUIRRE
NOES:	COUNCILMEMBERS: NONE
ABSENT:	COUNCILMEMBERS: SOWARDS
ABSTAIN:	COUNCILMEMBERS: NONE

  
PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM

  
ANDREW V. ARCZYNSKI,  
CITY ATTORNEY

## NOTICE OF PUBLIC HEARING

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Placentia will hold a public hearing in the Council Chambers of the Placentia City Hall, 401 East Chapman Avenue on **Tuesday, November 1, 2016 at 7:00 p.m.**, or as soon thereafter as the matter may be heard, to consider the following item:

**Applicant:** City of Placentia  
**Project Location:** City wide

### **Zone Code Amendment ZCA 2016-01:**

An ordinance amending the City of Placentia Municipal Code whereby Section 23.77 of Title 23 shall be repealed and replaced with the adoption of the State of California Model Ordinance pertaining to Landscape Water Efficiency, by reference. The proposed Amendment is not expected to create a negative impact on the physical environment and is therefore categorically exempt pursuant to the California Environmental Quality Act (CEQA) Guideline § 15061(b)(3) and applicable City Environmental Guidelines.

**ALL INTERESTED PERSONS** are invited to attend this hearing and express opinions upon the items listed above.

**ANY WRITTEN MATERIALS** to be submitted to the City Council should be submitted to the City Clerk's Office at least twenty-four (24) hours prior to the hearing. Ten (10) copies are requested.

**IF YOU CHALLENGE** this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearings described in this notice or written correspondence delivered to the City Council.

**FURTHER INFORMATION** on these items may be obtained at the Development Services Department, Planning Division, or by telephone: (714) 993-8124.

*Patrick J. Melia*  
CITY CLERK

PUBLISHED: October 21, 2016  
POSTED: October 20, 2016



# Placentia City Council

## **AGENDA REPORT**

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: ACTING DIRECTOR OF PUBLIC WORKS

DATE: NOVEMBER 1, 2016

SUBJECT: **PURCHASE OF DUAL WASTE AND RECYCLING RECEPTACLES**

FISCAL IMPACT: EXPENSE: \$29,761.53  
REVENUE: \$29,761.53 CALRECYCLE GRANT FUNDS  
No General Fund monies will be used for this purchase.

### **SUMMARY:**

The City is annually awarded a grant from the California Department of Resources Recycling and Recovery (CalRecycle) to address recycling challenges, aid in increasing beverage container collection, and reduce beverage container litter in the solid waste stream. Staff proposes to use existing grant funds from 2013 through 2015 to replace old and dilapidated single stream solid waste receptacles in several parks with commercial dual waste stream recycling receptacles. Staff recommends the City Council approve the purchase of receptacles from Tree Top Products, Inc. (Tree Top) in the amount of \$29,761.53 and authorize the City Administrator to execute the necessary documents for that purchase. No General Fund dollars will be used for this project.

### **RECOMMENDATION:**

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

1. Approve the purchase of forty-five (45) dual waste and recycling receptacles from Tree Top Products, Inc. in the amount of \$29,761.53; and
2. Adopt Resolution No. R-2016-XX, A Resolution of the City Council of the City of Placentia, California, authorizing a budget amendment in Fiscal Year 2016-17 increasing the appropriation budget in the miscellaneous grants fund in the amount of \$29,761.53, in compliance with City Charter §§ 1206 and 1209 pertaining to appropriations for actual expenditures; and
3. Authorize the City Administrator to execute the necessary documents, in a form approved by the City Attorney.

### **DISCUSSION:**

The City annually applies for and receives a CalRecycle Beverage Container Recycling Grant that is funded by California Redemption Value (CRV) program fund. The grant funds provided by CalRecycle can only be used on recycling education, recycling ads, litter clean-up, purchase of

**3.a.**  
**November 1, 2016**

recycled content products and the purchase of recycling and trash receptacles to promote beverage container recycling. City staff has identified a need to replace the deteriorating single stream solid waste receptacles found at City parks. The parks/facility locations selected to receive the new waste receptacles as part of this initial phase of replacements are heavily used by the public and include Champions Sports Complex, Koch Park, Tuffree Park, McFadden Park and Kraemer Park. These locations were selected based on their field usability and number of facility rentals requested by the public. The lead time for this purchase will be approximately 60 days with the dual containers being delivered in January 2017. The new dual waste stream containers will help increase the amount of recyclable materials collected at these heavily used locations and replace the old and dilapidated round barrel waste receptacles found in many of the City's parks.

Staff solicited cost proposals from three (3) qualified vendors for forty-five (45) new dual waste receptacles and their proposal amounts are noted below:

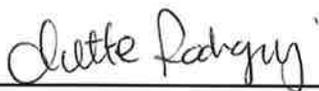
Contractor	Bid Amount
Tree Top Products, Inc.	\$29,761.53
Kirby Built Products, Inc.	\$33,901.03
Barco Products, Inc.	\$33,901.03

Based on the cost proposals received, staff recommends that the City Council approve the purchase with Tree Top in the total amount of \$29,761.53

**FISCAL IMPACT:**

The purchase of forty-five (45) dual waste and recycling receptacles totaling \$29,761.53 would be paid from CalRecycle grant funds. No General Fund dollars will be used to purchase the proposed receptacles, sufficient grant funds exist to proceed with this purchase. A budget amendment is presented for Council consideration in order to appropriate existing grant funds for this purchase.

Prepared by:



Ivette Rodriguez  
Management Analyst

Reviewed and approved:



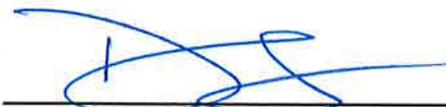
Luis Estevez  
Acting Director of Public Works

Reviewed and approved:



Lawrence P. Schroeder  
Interim Chief Financial Officer

Reviewed and approved:



Damien R. Arrula  
City Administrator

**Attachment:**

1. Resolution 2016-XX

RESOLUTION NO. R-2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACENTIA, CALIFORNIA AUTHORIZING A BUDGET AMENDMENT IN FISCAL YEAR 2016-17 INCREASING THE APPROPRIATION BUDGET IN THE MISCELLANEOUS GRANTS FUND IN THE AMOUNT OF \$29,761.53 IN COMPLIANCE WITH CITY CHARTER §§ 1206 AND 1209 PERTAINING TO APPROPRIATIONS FOR ACTUAL EXPENDITURES.

**A. Recitals**

(i). The adopted budget for the 2016-17 Fiscal Year sets out estimated appropriations for City expenses throughout the year.

(ii). From time to time the adopted budget must be adjusted when changes in revenue and expenditure estimates are determined to be necessary.

(iii). All legal prerequisites to the adoption of this Resolution have occurred.

**B. Resolution**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. In all respects as set forth in the Recitals, Part A., of this Resolution.

2. The adopted budget for Fiscal Year 2016-17, Resolution No. R-2016-34, as heretofore amended, hereby is amended to reflect the appropriation from the following accounts:

FUND	DESCRIPTION	DEPARTMENT	GL ACCOUNT #	AMOUNT	TYPE
Misc Grants	CalRecycle Grants	Pub Works	504315-6301	\$29,761.53	Expense
Misc Grants	CalRecycle Grants	Pub Works	0050-3001	\$29,761.53	Fund Balance

PASSED, ADOPTED AND APPROVED this 1<sup>st</sup> day of November, 2016.

\_\_\_\_\_  
JEREMY B. YAMAGUCHI, MAYOR

Attest:

PATRICK J. MELIA, CITY CLERK

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, Patrick J. Melia, City Clerk of the City of Placentia, do hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Placentia held on the 1<sup>st</sup> day of November, 2016 by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM:

CHRISTIAN BETTENHAUSEN, CITY ATTORNEY



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL  
VIA: CITY ADMINISTRATOR  
FROM: INTERIM CHIEF FINANCIAL OFFICER  
DATE: NOVEMBER 1, 2016  
SUBJECT: **AUGUST 2016 (PRELIMINARY) TREASURER'S REPORT**  
FISCAL  
IMPACT: NONE

### **SUMMARY:**

The Finance Department has prepared a monthly Treasurer's Report for the month of August 2016. The Treasurer's Report includes all investments managed by the City and investments held by trustees.

### **RECOMMENDATION:**

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

1. Receive and file the August 2016 (Preliminary) Treasurer's Report.

### **DISCUSSION:**

Government Code § 53646 states that the Treasurer or Chief Financial Officer of the City may render a report on investments at least quarterly to the legislative body. The attached Treasurer's Report reflects the City's investment portfolio for the month of August 2016 (Preliminary). The City Treasurer has reviewed and signed the attached report.

Submitted by:

Lawrence P. Schroeder  
Interim Chief Financial Officer

Reviewed and approved:

Damien R. Arrula  
City Administrator

### **Attachment:**

1. August 2016 (Preliminary) Treasurer's Report

**3.b.**  
**November 1, 2016**

# **City of Placentia**

## **CITY TREASURER'S REPORT**

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**AUGUST 2016  
(Preliminary)**

**Fiscal Year 2016-17**



**CITY OF PLACENTIA TREASURER'S REPORT**  
**SUMMARY OF CASH & INVESTMENTS**  
**AS OF AUGUST 31, 2016 (Preliminary)**

<b>CASH &amp; INVESTMENTS HELD BY CITY</b>				
	Percent of Portfolio	Current Yield	Cost	Market Value
<b><u>Invested</u></b>				
Local Agency Investment Fund	78.36%	0.61%	\$ 8,173,855.58	\$ 8,173,855.58
Certificates of Deposit	11.74%	Varies	\$ 1,225,000.00	\$ 1,244,350.10
<b><u>Non-Invested</u></b>				
Checking Accounts	9.90%		\$ 1,032,358.66	\$ 1,032,358.66
<b>Total Cash &amp; Investments Held by City</b>	<b>100.00%</b>		<b>\$ 10,431,214.24</b>	<b>\$ 10,450,564.34</b>

<b>CASH &amp; INVESTMENTS HELD BY FISCAL AGENT</b>				
	Percent of Portfolio	Current Yield	Cost	Market Value
Money Market Mutual Funds & Treasury Obligations	100.00%		\$ 1,414,108.45	\$ 1,414,108.45
	100.00%		\$ 1,414,108.45	\$ 1,414,108.45

<b>TOTAL CASH AND INVESTMENTS</b>	
Cash & Investments Held by City and Fiscal Agent - Market Value	\$ 11,864,672.79

### CITY OF PLACENTIA TREASURER'S REPORT

CASH AND INVESTMENT DETAIL - CITY  
AS OF AUGUST 31, 2016 (Preliminary)

HELD BY CITY						
Agency	Investment Description	Current Yield	Purchase Date	Maturity Date	Purchase Price	Market Value
<b>CASH:</b>						
Bank of America - General Checking	Account No. 143128-0221	N/A	N/A	On Demand	\$ 943,249.51	\$ 943,249.51
Bank of America - Workers' Comp	Account No. 143188-0525	N/A	N/A	On Demand	\$ 71,682.45	\$ 71,682.45
Bank of America - Healthcare	Account No. 143138-0513	N/A	N/A	On Demand	\$ 10,456.62	\$ 10,456.62
Multi-Bank Securities Cash Account	Cash / Bank Deposits	N/A	N/A	On Demand	\$ 6,970.08	\$ 6,970.08
<b>Total Cash</b>					<b>\$ 1,032,358.66</b>	<b>\$ 1,032,358.66</b>
<b>INVESTMENTS:</b>						
Local Agency Investment Fund	City Account No. 98-30-678	0.61%	N/A	On Demand	\$ 8,173,855.58	\$ 8,173,855.58
Multi-Bank Securities Cadence Bank, N.A.	Certificate of Deposit	0.80%	2/10/2016	2/10/2017	\$ 245,000.00	\$ 245,360.15
Multi-Bank Securities BMO Harris Bank	Certificate of Deposit	1.20%	2/4/2016	2/2/2018	\$ 245,000.00	\$ 246,528.80
Multi-Bank Securities Ally Bank	Certificate of Deposit	1.45%	2/4/2016	2/4/2019	\$ 245,000.00	\$ 248,471.65
Multi-Bank Securities American Federal Bk	Certificate of Deposit	1.50%	2/10/2016	2/10/2020	\$ 245,000.00	\$ 250,973.10
Multi-Bank Securities Goldman Sachs	Certificate of Deposit	2.00%	2/3/2016	2/3/2021	\$ 245,000.00	\$ 253,016.40
<b>Total Investments</b>					<b>\$ 9,398,855.58</b>	<b>\$ 9,418,205.68</b>
<b>TOTAL CASH &amp; INVESTMENTS HELD BY CITY</b>					<b>\$ 10,431,214.24</b>	<b>\$ 10,450,564.34</b>

**CITY OF PLACENTIA TREASURER'S REPORT**  
**INVESTMENT DETAIL - HELD BY FISCAL AGENT**  
**AS OF AUGUST 31, 2016 (Preliminary)**



HELD BY FISCAL AGENT						
Agency	Investment Description	Current Yield	Purchase Date	Maturity Date	Purchase Price	Market Value
<b>2011 Gas Tax Certificates of Participation</b>						
Wells Fargo	Wells Fargo Money Market	0.03%	N/A	N/A	\$ 485,927.83	\$ 485,927.83
<b>2003 Certificate of Participation</b>						
US Bank	US Bank Money Market	0.03%	N/A	N/A	\$ 488,821.65	\$ 488,821.65
<b>2013 Tax Allocation Refunding Bond</b>						
US Bank	First American Treasury Fund	0.01%	N/A	N/A	\$ 9.40	\$ 9.40
<b>2009 Lease Revenue Bond</b>						
US Bank	US Bank Money Market	0.03%	N/A	N/A	\$ 439,349.57	\$ 439,349.57
<b>TOTAL INVESTMENTS HELD BY FISCAL AGENT</b>					<b>\$ 1,414,108.45</b>	<b>\$ 1,414,108.45</b>

# CITY OF PLACENTIA TREASURER'S REPORT



## CASH BALANCES

AS OF AUGUST 31, 2016 (Preliminary)

CITY		
101	General Fund	1,919,024.66
115	Economic Uncertainty	500,000.00
201	Utility User Tax	442,022.51
205	State Gas Tax	357,214.39
206	Gas Tax Bond Fund	-
207	Housing Authority	(379,282.03)
210	Measure M	1,155,240.90
211	PEG Fund	263,094.20
215	Air Quality Management	369,969.51
225	Asset Seizure	954,579.98
226	Traffic Offender Fund	42,592.53
230	Supplemental Law Enforcement	138.12
235	Park Development	483,246.28
240	Sewer Construction	19,649.07
241	Public Safety Mitigation Fee	336,329.91
245	Storm Drain Construction	114,587.40
250	Thoroughfare Construction	97,115.23
260	Street Lighting District	(25,546.52)
261	Public Safety CFD 2014-01	472.49
265	Landscape Maintenance	153,006.66
270	CDBG Fund	112,571.87
275	Sewer Maintenance	2,349,243.30
280	Miscellaneous Grants	661,194.17
401	City Capital Projects	(966,319.86)
405	In-Lieu Low/Mod Housing	320,250.00
501	Refuse Administration	(412,915.43)
505	CNG Fueling Station	170,647.25
601	Employee Health & Welfare	(454,221.39)
605	Risk Management	1,158,097.99
610	Equipment Replacement	14,062.17
615	Information Technology	-
701	Special Deposits	470,063.83
715	Community Facilities District	32,599.35
	Sub-Total	<u>10,258,728.54</u>
SUCCESSOR AGENCY TO THE RDA		
208	Successor Agency Retirement Fund	11,647.56
	TOTAL CASH	<u>\$ 10,270,376.10</u>

**City of Placentia**  
**Changes in Cash Balances**  
**AUGUST 31, 2016**

RPT FUND	Data FUND	FUND	CASH BALANCE			YEAR-END	CASH BALANCE
			7/31/2016	RECEIPTS	DISBURSEMENTS	ENTRIES	
101	10	GENERAL FUND	2,123,823.38	1,818,232.03	(1,794,873.68)	(228,157.07)	1,919,024.66
115	13	ECONOMIC UNCERTAINTY	500,000.00	-	-	-	500,000.00
201	16	UTILITY TAX FUND	222,756.01	219,266.50	-	-	442,022.51
205	17	GAS TAX	1,368,340.59	195,273.61	-	(1,206,399.81)	357,214.39
206	52	GAS TAX BOND FUND	(356,399.81)	-	-	356,399.81	-
207	53	HOUSING AGENCY	(59,901.81)	869.78	-	(320,250.00)	(379,282.03)
208	54	SUCCESSOR AGENCY FUND	640,373.88	-	(2,035.00)	(626,691.32)	11,647.56
210	18	MEASURE "M"	1,159,537.70	-	(4,296.80)	-	1,155,240.90
211	58	PEG FUND	261,518.75	14,344.45	(12,769.00)	-	263,094.20
215	19	AIR QUALITY FUND	337,595.32	36,592.49	(4,218.30)	-	369,969.51
225	21	ASSET SEIZURE FUND	886,617.44	80,500.62	(8,941.68)	(3,596.40)	954,579.98
226	51	TRAFFIC OFFENDER FUND	41,877.53	715.00	-	-	42,592.53
230	22	COPS/SUPL LAW ENFORCEMENT	114,694.29	138.12	-	(114,694.29)	138.12
235	23	PARK DEVELOPMENT FUND	446,666.28	36,580.00	-	-	483,246.28
240	24	SEWER CONSTRUCTION FUND	19,649.07	-	-	-	19,649.07
241	57	PUBLIC SAFETY MITIGATION FUND	336,329.91	-	-	-	336,329.91
245	25	STORM DRAIN CONSTRUCTION FUND	114,587.40	-	-	-	114,587.40
250	26	THOROUGHFARE CONSTRUCTION	97,115.23	-	-	-	97,115.23
260	28	PLACENTIA LIGHTING DISTRICT	(227,802.81)	30.53	(26,649.24)	228,875.00	(25,546.52)
261	55	PUBLIC SAFETY CFD 2014-01	17,615.11	-	-	(17,142.62)	472.49
265	29	LANDSCAPE MAINT. DISTRICT	188,686.49	-	(35,679.83)	-	153,006.66
270	30	HOUSING & COMMUNITY DEVELOP.	112,571.87	-	-	-	112,571.87
275	48	SEWER MAINTENANCE FUND	2,517,012.97	58,867.77	(151,437.44)	(75,200.00)	2,349,243.30
280	50	MISC GRANTS	628,694.17	32,500.00	-	-	661,194.17
401	33	CAPITAL PROJECTS FUND	(886,584.75)	24,891.77	(104,626.88)	-	(966,319.86)
405	34	IN-LIEU LOW/MOD HOUSING	-	-	-	320,250.00	320,250.00
501	37	REFUSE FUND	(209,447.56)	17,086.41	(220,554.28)	-	(412,915.43)
505	38	CNG FUELING STATION	146,054.41	24,592.84	-	-	170,647.25
601	39	HEALTH & WELFARE INS.	(1,477,832.07)	264,728.26	(435,825.03)	1,194,707.45	(454,221.39)
605	40	RISK MANAGEMENT	910,331.98	336.88	(244,470.12)	491,899.25	1,158,097.99
610	41	EQUIPMENT REPLACEMENT FUND	14,062.17	-	-	-	14,062.17
615	42	INFORMATION TECHNOLOGY FUND	-	-	-	-	-
701	44	TRUST & AGENCY FUND	483,025.43	64,069.35	(77,030.95)	-	470,063.83
715	47	COMMUNITY FAC. DISTRICT	32,599.35	-	-	-	32,599.35
<b>TOTAL PER GENERAL LEDGER</b>			<b>10,504,167.92</b>	<b>2,889,616.41</b>	<b>(3,123,408.23)</b>	<b>(0.00)</b>	<b>10,270,376.10</b>

**CITY OF PLACENTIA TREASURER'S REPORT**  
**CERTIFICATION**  
**AS OF AUGUST 31, 2016 (Preliminary)**

**TREASURER'S REPORT**

3 Month Projected Cash Requirements (September - November): \$8,450,000

3 Month Projected Cash Revenues (September - November): \$6,300,000

In compliance with the California Government Code Section 53646 et seq., I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's expenditure requirements for the next six months and that all investments are in compliance with the City's Investment Policy.

Submitted By:

  
Larry P. Schroeder, Interim Chief Financial Officer

Approved By:

  
Kevin A. Larson, City Treasurer

**CITY OF PLACENTIA TREASURER'S REPORT**  
**DEFICIT CASH TRANSFERS**  
**AS OF AUGUST 31, 2016 (Preliminary)**



**DEFICIT CASH BALANCES**

<b>Fund</b>	<b>Deficit Amount</b>	<b>Utility Users Tax</b>	<b>Economic Uncertainty</b>	<b>Gas Tax</b>	<b>Sewer Maintenance</b>	<b>CNG Fueling</b>	<b>Risk Management</b>	<b>Total Funding Source</b>
Housing Authority	(379,282.03)				<b>379,282.03</b>			<b>379,282.03</b>
Street Lighting District	(25,546.52)				<b>25,546.52</b>			<b>25,546.52</b>
City Capital Projects	(966,319.86)				<b>966,319.86</b>			<b>966,319.86</b>
Refuse Fund	(412,915.43)				<b>412,915.43</b>			<b>412,915.43</b>
Employee Health & Welfare	(154,221.39)				<b>154,221.39</b>			<b>154,221.39</b>
<b>Total Transfers</b>	<b>(2,238,285.23)</b>				<b>2,238,285.23</b>			<b>2,238,285.23</b>
<b>Cash Balance Before Transfer</b>		<b>442,022.51</b>	<b>500,000.00</b>	<b>357,214.39</b>	<b>2,349,243.30</b>	<b>170,647.25</b>	<b>1,158,097.99</b>	<b>4,977,225.44</b>
<b>Cash Available After Transfer</b>		<b>442,022.51</b>	<b>500,000.00</b>	<b>357,214.39</b>	<b>110,958.07</b>	<b>170,647.25</b>	<b>1,158,097.99</b>	<b>2,738,940.21</b>



# Placentia City Council

## **AGENDA REPORT**

TO: CITY COUNCIL  
VIA: CITY ADMINISTRATOR  
FROM: ACTING DIRECTOR OF PUBLIC WORKS  
DATE: NOVEMBER 1, 2016  
SUBJECT: **RESIDENTIAL PARKWAY TREE AND SIDEWALK MAINTENANCE POLICIES**  
FISCAL  
IMPACT: NONE

### **SUMMARY:**

The City Council requested a review of the City's existing residential parkway tree and sidewalk maintenance policies and procedures. A Power Point presentation summarizing the City's policies and procedures will be provided to the City Council at this meeting.

### **RECOMMENDATION:**

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

1. Receive and file the background information provided on the City's policies concerning residential parkway trees and sidewalk maintenance; and
2. Direct Staff on whether to change any said policies or ordinances accordingly.

### **DISCUSSION:**

At its meeting of October 18, 2016, the City Council requested an update on the City's existing residential street tree and sidewalk repair policies. Attached is a memorandum from the City Attorney's Office which discusses the legal parameters associated with managing residential parkway trees and sidewalks. In addition, attached is the City's Sidewalk Repair Policy No. 618 which was adopted in 1975 and amended in 1977, 1983, 2010. The policy outlines the specific situations, policy and procedures for which residential sidewalks are repaired and maintained. Upon review of the attached background memorandum, Policy No. 618, and Power Point presentation, Staff is seeking further Council policy direction on this matter.

Prepared by:

Luis Estevez  
Acting Director of Public Works

Reviewed and approved:

Damien R. Arrula  
City Administrator

### **Attachments:**

1. City Attorney Memorandum
2. Policy No. 618

**3.c.**

**November 1, 2016**

## MEMORANDUM

**To:** Honorable Mayor & Members of the City Council  
**From:** Christian L. Bettenhausen, City Attorney  
**By:** Harold W. Potter, Deputy City Attorney  
**Date:** October 26, 2016  
**Subject:** Review of Residential Parkway Tree and Sidewalk Maintenance Policies

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Our office was asked to review the City's existing parkway tree and sidewalk maintenance policies and procedures in relationship to existing California law.

### CURRENT STATE LAW

California's longstanding sidewalk repairs provisions are set forth in Streets and Highways Code sections 5600 et seq. In 1935, Assembly Bill 1194 amended section 31 of the Improvement Act of 1911 to provide for the repair and maintenance of sidewalks, curbing, parking strips and retaining walls by adjacent property owners.

The primary provision requiring a property owner to repair a defective sidewalk is Streets and Highways Code §5610:

#### Maintenance by lot owners:

The owners of lots or portions of lots fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience in the use of those works or areas save and except as to those conditions created or maintained in, upon, along, or in connection with such sidewalk by any person other than the owner, under and by virtue of any permit or right granted to him by law or by the city authorities in charge thereof, and such persons shall be under alike duty in relation thereto.

Pursuant to the authority of §5610, many cities in California have passed ordinances imposing the obligation for sidewalk repair on adjacent property owners. However, as discussed below, Placentia does not currently have an ordinance in place to charge an adjacent property owner with the responsibility of sidewalk maintenance pursuant to §5610.

One issue that adjacent property owners charged for sidewalk repairs often raise is whether the sidewalk repair obligation of §5610 applies where the sidewalk is displaced or

damaged due to trees located in the public right of way. Though no statistics exist, tree roots are undoubtedly the predominate cause of damage to sidewalks.

Though there is a great deal of visceral appeal to the argument that an adjacent property owner should not bear responsibility to repair a sidewalk caused by a tree in the right of way when the property owner has no control over the tree's roots, the statutory language and the reported cases do not support this position. It should be noted that § 5610 makes no distinction as to the cause of a damaged sidewalk in imposing a mandatory repair obligation on the adjacent property owner.

Generally, the City is liable for City trees. City trees are defined as those trees located within raised landscaped street medians, landscaped parkways the City maintains as part of the road right-of-way or via landscape easement, or if the trees are located within the City's landscape maintenance district. In addition, trees located within City parks are also considered City trees. In Placentia, City trees have been inventoried and maintained under an arborist's supervision and are generally part of a program intended to beautify the city and enhance the quality of life. Residential parkway trees have also been inventoried and the City had previously in years past been maintaining residential parkway trees on behalf of property owners.

### **CURRENT PLACENTIA POLICY**

The City has adopted ordinances and policies which regulate the installation, maintenance, and removal of street trees throughout the City. Ordinance No. 132, adopted in 1954, specifies a process for requiring permits for tree maintenance, planting, and removal. That Ordinance has been carried over into Chapter 14.12 of the Placentia Municipal Code and clearly requires the abutting property owner to obtain a permit to plant, maintain, or remove a tree in the street (defined as the area between the curb and sidewalk). Moreover, since its adoption in 1954, the Ordinance has stated that a tree may be removed after issuance of a permit by City forces but only after the cost thereof has been paid to the City. In other words, tree maintenance is the responsibility of the adjacent property owner. While the City has, in past years, provided tree trimming at no direct cost to the property owner, the City did so without a continual obligation. Moreover, in 2012, the City Council allocated \$265,000 to perform a one-time Citywide trimming of 4,225 residential street trees, 1,465 palm trees and trimming of vines along arterial roadways.

City Policy 618 regarding sidewalk maintenance, dates back to 1975, and was amended in 1977, 1983, and 2010, states that sidewalks will be repaired by the City when:

- Sidewalks are damaged by an "Act of God" (i.e., earthquake, flood, etc.)
  - When a City tree damages the sidewalk
  - Where tree roots have damaged the sidewalk panel and an adjacent City street improvement project can repair the sidewalk as part of the larger capital project
  - Where the sidewalk is over 40 years old and a sand/slurry type of construction
- Otherwise, sidewalk repairs are the obligation of the adjacent property owner, especially if the owner either intentionally or negligently damaged the public sidewalk.

If the City has not formally accepted ownership of residential parkway trees either by resolution or ordinance, then the trees are owned by the adjacent property owner and

not considered "City trees." This is because the City does not own in fee the parkways in which residential trees are planted. The City maintains easements for street and public utility purposes across those parkways however those easements do not extend to trees and/or landscape. That would require a separate landscape maintenance easement for the City to then assume ownership and maintenance of residential parkway trees.

### **FUTURE POLICY CONSIDERATIONS**

The city has several options with regard to sidewalk and tree maintenance in the future. First, the city may enact an ordinance with sidewalk repair obligations placed upon property owners pursuant to §5610. However, there is some diversity as to the extent of the obligation and how it is imposed. Some cities, like Sacramento, impose the entire repair cost on the property owner regardless of the cause of any damage or displacement. Many cities exempt damage caused by city trees from the repair obligation. Another option followed by many cities is a 50/50 sharing of repair costs. Some cities, in addition to a general sidewalk repair program, have instituted a program which requires a defective sidewalk to be repaired upon the sale of the property. This has the benefit of allowing the cost of repair to be recovered or paid as part of the price of the property. One means of imposing such a requirement is to require that the escrow documents include a certificate of compliance with the sidewalk ordinance. In addition, some cities require the sidewalk to be repaired as a condition of the issuance of a building permit above a set value. Regardless of the methodology, political pushback from concerned citizens is a real possibility.

Second, the City may maintain enforcement of Policy 618 in an "as is" state, charging or seeking reimbursement from homeowners only when they damage public sidewalks during the course of removing a parkway tree or other construction activities on their property. The City could also continue referring property owners to repair or replace sidewalk panels damaged by tree roots adjacent to their properties at their expense.

In either case, it should be noted that if the City were to assume ownership of residential parkway trees they would then become "City trees" and the City would be responsible for repairing sidewalks damaged by the roots of said City trees. Thus, the maintenance of residential parkway trees and sidewalks are intertwined and a change in one policy will have an effect on the other policy.

Lastly, staff recently conducted an extensive city wide sidewalk evaluation program which identified the locations and quantities of damaged sidewalk panels throughout the City. Based on that information, Staff has devised a potential 7 year plan to repair or replace damaged sidewalk panels using annual budgeted funds. Staff will share the details of that potential plan and funding sources with the City Council as part of this presentation. The plan would thus forestall the need to implement a sidewalk repair obligation ordinance.

In reviewing the pricing structure of the City's existing tree trimming contract, staff determined that in order to obtain the lowest per tree trim price from the contractor, a grid pruning system that includes residential parkway trees along with existing City trees

would need to be implemented. Utilizing this grid pruning system the City will pay \$45 per tree within each grid regardless of the trees' size. City is currently paying \$90 per tree for each City-owned tree it currently maintains. Staff will present this information and a potential 5-year grid pruning schedule to the City Council as part of this presentation.

Should the City Council elect to resume trimming residential parkway trees, it is recommended that Ordinance No. 132 be rescinded or amended in order for the City to formally accept ownership and maintenance of residential parkway trees.

If you have any questions concerning this matter, please contact the City Attorney or Acting Director of Public Works.

**SIDEWALK REPAIR POLICY**

It is the policy of the City Council that the following situations, with suggested policies and procedures, are to expedite the maintenance of sidewalks within the City of Placentia.

1. **Situation:** Sidewalk repair required due to a tree that has been damaged to the extent of 50% or more by an act of God.

**Policy:** The tree shall be removed and minimum sidewalk repairs made as required, at no expense to adjacent property owners.

**Procedure:** Public Works Superintendent shall determine the extent of damage to the tree. Public Works Superintendent shall determine the extent of any sidewalk removal and repair, as required, prior to removal or re-planting of tree by Public Works Department.

2. **Situation:** If a sidewalk is hazardous due to:
  - a. Tree or root growth from City-owned and controlled trees.
  - b. Where such repair is immediately adjacent to such tree or root damaged sidewalk and its incorporation into a fully City funded repair project would produce a safe contiguous section of sidewalk.
  - c. Where such repair is to a sidewalk which is over 40 years old and/or of the "sand/slurry" type construction.
  - d. Sidewalk damage resulting from heaving of the soil caused by an act of God, such as an earthquake or flood.

**Policy:** The adjacent property owner is NOT obligated to share in the cost of repair.

**Procedure:** Public Works Department determines whether or not the tree is to be removed or roots of trees can be cut. Public Works Superintendent determines extent of sidewalk repair and removes the necessary sidewalk prior to removal of tree and/or roots.

3. **Situation:** If a property owner has been given written permission to remove a parkway tree that has not erupted the sidewalk or caused damage to the sidewalk in any manner.

**Policy:** Property owner shall remove same and repair any damage to sidewalk, curb, or street made during said removal and replant designated variety of tree at their own expense.

Procedure: Request is to be made on approved form and submitted to the Public Works Department for inspection. The request, having been duly processed, shall be signed by the Director of Public Works after which a copy shall be forwarded to the applicant authorizing to proceed with the work as required.

4. Situation: If a sidewalk is in a hazardous condition from any cause other than as defined in Item 2 above.

Policy: It shall be the responsibility of the adjacent property owner to replace the sidewalk according to City standards at his own expense.

Procedure: Contact will be made by Public Works Department personnel with the property owner, informing him of his responsibility to replace that portion of hazardous sidewalk along the frontage of his property. This will be accomplished by personal contact as well as in writing on the approved form letter from the department. Property owner will be instructed to complete and return a sidewalk repair agreement or seek a licensed contractor to complete the necessary work as required within the time span allowed.