City Council Chambers, 311 Vernon Street roseville.ca.gov

The City of Roseville welcomes your participation.

Meeting Schedule: Regular meetings of the City Council are held on the first and third Wednesday of each month at 6:00 p.m.

Public Comment - Non-Agenda Items: A total of 25 minutes is allotted for public comments. Each speaker has three (3) minutes to address the Mayor on issues not on the agenda and within the City's jurisdiction. Please submit a yellow speaker card to the City Clerk before the item is heard. You will still have an opportunity to comment if you haven't filled out a yellow speaker card. Under the Brown Act, the City Council cannot discuss or act on items not listed on the agenda.

Public Comment - Agenda Items: Speakers have three (3) minutes on regular agenda items and five (5) minutes on public hearing items. Emailed comments will be made part of the permanent record.
Email **cityclerk@roseville.ca.gov** no later than 4:00 p.m. the day of the meeting with Public Comment in the subject line.

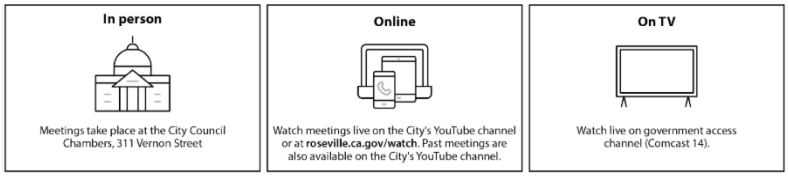
Americans with Disabilities Act/Interpreters: If special assistance is required to participate in a meeting, including the need of auxiliary aids or services or assistance with interpreter services, please notify the City Clerk at least 72 hours in advance of the meeting.
City Clerk 311 Vernon Street cityclerk@roseville.ca.gov 916-774-5263 TDD: 916-774-5220

Security Measures: All attendees must pass through a metal detector. Prohibited items – including firearms (even with valid CCW), knives, pepper spray/mace, explosives, weapons, dangerous devices of any kind, illegal drugs, and alcohol – are not allowed.

Viewing Options: In addition to the viewing options below, **audio/visual** comments can be made via:
Teams.

Meeting ID: **223 741 685 370 862**
Passcode: **hH7xa3QA**
Click: Continue on this browser
Click: Join now
Attendees will enter the meeting muted and with no camera accessibility. Once attendee is recognized to speak, attendee will have the microphone enabled and has the option to enable their camera.

Teams participation by telephone **(audio only)**
1. Dial **(213) 282-6642**
2. Conference ID: **253 584 545#**
3. To make a public comment, dial ***5** to "raise your hand". To unmute yourself dial ***6**



Krista Bernasconi, Mayor
Karen Alvord, Vice Mayor
Bruce Houdesheldt, Councilmember
Tracy Mendonsa, Councilmember
Pauline Roccucci, Councilmember
Dominick Casey, City Manager
Michelle Sheidenberger, City Attorney
Carmen Avalos, City Clerk

AGENDA

City Council Regular Meeting
August 5, 2026
6:00 PM
City Council Chambers, 311 Vernon Street

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. MEETING PROCEDURES

V. PUBLIC COMMENTS

This is an opportunity to make a public comment on non-agenda items.

VI. CONSENT CALENDAR

1. Replacement Learning Management System Vendor – Letter Agreement (ELECTRIC DEPARTMENT - RESOURCE PLANNING & GENERATION)

Summary: Staff recommends approval of a Letter Agreement with Alliance Cooperative Energy Services Power Marketing LLC (ACES) to maintain Roseville's access to ACES' new Learning Management System (LMS). ACES has transitioned its LMS platform from Geo Learning to Docebo and requires participating entities to execute a Letter Agreement acknowledging their intent to be bound by the existing Master Service Agreement. There is no cost associated with this Letter Agreement, as access to the Docebo LMS platform is included in the existing Master Service Agreement with ACES.

CONTACT: Petra Wallace, Addison Schueller 916-774-5510, 916-774-1135 pwallace@roseville.ca.us, aschueller@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-304 approving a letter agreement, by and between the City of Roseville and Alliance for Cooperative Energy Services Power Market LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

2. **Waste Disposal Services - Contract Purchase Agreement** (ELECTRIC DEPARTMENT - RESOURCE PLANNING & GENERATION)

Summary: Staff recommends approval of a contract purchase agreement with Advanced Chemical Transport LLC, dba ACTenviro for hazardous and non-hazardous waste disposal services. The cost of the five-year agreement is $700,000 per year, for a total not to exceed $3,500,000 over the five-year term. Adequate funding is included in the FY2026-27 Electric Fund budget. Funding for subsequent years will be included in the Electric Department's annual budgets, subject to City Council approval.

CONTACT: Nathan Ribordy 916-746-1673 nribordy@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-305 approving a contract purchase agreement, by and between the City of Roseville and Advanced Chemical Transport LLC dba ACTenviro,and authorizing the City Manager to execute it on behalf of the City of Roseville.

3. **California Greenhouse Gas Cap-and-Trade Program – 2027 Allowance Allocation** (ELECTRIC DEPARTMENT - RESOURCE PLANNING & GENERATION)

Summary: Staff recommends approval to allocate 100% of the City's 2027 Greenhouse Gas (GHG) allowances to the Compliance account for future compliance obligations, with no allowances allocated to the Auction account. The allowances, valued at approximately $7.9 million, will be used to offset future GHG compliance obligations.

CONTACT: Pooja Sharma 916-746-1658 PSharma@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-306 approving 100% of the allocation of City's 2027 Greenhouse Gas Cap-and-Trade Program allowances.

4. **Electric Department Physical Security Plan Review** (ELECTRIC DEPARTMENT - DISTRIBUTION & OPERATIONS)

Summary: California Senate Bill (SB) 699 requires the state's electric utilities to develop and submit robust physical security plans to safeguard their electrical distribution systems from intentional threats. Roseville Electric has completed its required five-year program review and update of the Roseville Electric Utility Security Plan, pursuant to SB 699 and California Public Utilities Commission (CPUC) Decision 19-01-018. This plan outlines how the utility identifies, evaluates, and mitigates potential physical security risks to critical electric distribution facilities. This regular and periodic review supports statewide efforts to strengthen the security and resilience of utility infrastructure. Staff is recommending City Council acknowledgment that the required five-year program review has been completed in accordance with CPUC Decision 19-01-018 and authorization for the Electric Director or designee to transmit a Notice of Program Review and Plan Update to the CPUC within thirty (30) days of City Council approval. This action has no fiscal impact.

CONTACT: Tom Pontes 916-774-5550 tpontes@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-308 acknowledging and approving the five-year program review and update of the Roseville Electronic Physical Security Plan and authorizing the transmittal of a Notice of Program Review and Plan Update to the California Public Utilities Commission.

5. Roseville Municipal Code Addition - Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments (ENVIRONMENTAL UTILITIES DEPARTMENT)

Summary: Staff recommends that the City Council introduce for first reading an ordinance adding Chapter 14.05 of Title 14 of the Roseville Municipal Code regarding administrative remedies procedures for challenges to property-related fees, charges, and assessments.

CONTACT: Archana Wagley, My Tien Doan 916-746-1704, 916-774-5472 aswagley@roseville.ca.us, mtdoan@roseville.ca.us

The City Council will consider the recommendation to:

a. Introduce for first reading an ordinance of the Council of the City of Roseville adding Chapter 14.05 of Title 14 of the Roseville Municipal Code regarding administrative remedies procedure for challenges to fees, charges, and assessments.

6. Debt, Lease, and Subscription-Based Information Technology Arrangement Management Solutions - Sole Source Contract Purchase Agreement (FINANCE DEPARTMENT)

Summary: Staff recommends approval of a sole source contract purchase agreement with Fifth Asset Inc. dba DebtBook in the amount of $81,000 covering a three-year term to provide debt, lease, and subscription-based information technology arrangement management software. The recommended agreement is a sole source because the system has been fully implemented and configured to meet the City's operational and reporting needs, and no other vendor has been identified that provides a comparable, integrated platform designed for the public sector with the functionality required to support the City's debt, lease, and subscription accounting and reporting needs. Funding is included in the Finance Department's budget in the General Fund.

CONTACT: Teri Quinlan 916-774-5316 tquinlan@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-303 approving a sole source contract purchase agreement, by and between the City of Roseville and Fifth Asset Inc. dba Debtbook,
and authorizing the City Manager to execute it on behalf of the City of Roseville.

7. Indirect Cost Study - Professional Services Agreement (FINANCE DEPARTMENT)

Summary: Staff recommends approval of a Professional Services Agreement with MGT Impact Solutions, LLC to develop the City's Cost Allocation Plan and Indirect Cost Rate Proposals. Staff also recommends that City Council authorize up to two (2) optional one-year renewals without

further City Council approval, provided that adequate funding is approved through the annual budget process and staff determines that continuing with the same consultant is in the City's best interest. Adequate funds are available in the Finance Department's FY2026-27 operating budget in the General Fund for the first year of this agreement. Funding for any renewal terms will be evaluated as part of the annual budget development process.

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-291 approving a professional services agreement, by and between the City of Roseville and MGT Impact Solutions, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

8. Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement (RFQ 10-3448) – Reject All Bids (FINANCE DEPARTMENT - PURCHASING)

Summary: Staff recommends approval of the request to reject all bids received for Request for Quotations (RFQ) 10-3448 for the materials and labor to replace the existing food service exhaust hood, Ansul system, walk-in cooler and freezer, and make exterior ADA upgrades at the Woodcreek Clubhouse located at 5880 Woodcreek Oaks Blvd. During staff review, it was determined that the bid received was in excess of the approved project budget. Staff plans to revise the bid specifications and reissue a new RFQ. There is no fiscal impact at this time since there will be no award.

CONTACT: Tiffany Valdez 916-746-1109 tvaldez@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-290 rejecting all bids for RFQ 10-3448 for the Woodcreek Clubhouse exhaust hood and walk-in cooler replacement.

9. Roseville Advantage Financing Program - Banking Services Agreements (FINANCE DEPARTMENT)

Summary: Staff recommends approval of banking services agreements with the following three local banks to continue the Roseville Advantage Financing Program: First Northern Bank, River City Bank, and River Valley Community Bank. The recommended banking services agreements will result in a one-time investment of up to $15 million of the City’s short-term investment funds being deposited into locally headquartered banks to leverage local lending capacity, with no loss of City investment income. The initial agreements will run through June 30, 2029, and the City has the right to renew the agreements for three (3) additional one-year terms at its sole discretion. Continuation of the Program has no impact on the General Fund.

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-292 approving a banking services agreement, by and between the

City of Roseville and First Northern Bank of Dixon, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

b. Adopt Resolution No. 26-293 approving a banking services agreement, by and between the City of Roseville and River City Bank, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

c. Adopt Resolution No. 26-294 approving a banking services agreement, by and between the City of Roseville and River Valley Community Bank, and authorizing the City Manager to execute it on behalf of the City of Roseville.

10. Resolution of Intention to Form Villages West Community Facilities District No. 1 (Public Facilities) (FINANCE DEPARTMENT)

Summary: Staff recommends Council approve two resolutions, one to form a Community Facilities District, designate an improvement area therein, establish a future annexation area, provide for additional future improvement areas therein, and authorize the levy of a special tax therein to finance public facilities and public services in and for such Community Facilities District and a resolution of Intention to incur bonded indebtedness to finance the acquisition and construction of certain facilities in and for the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) and improvement areas therein. Staff also recommends Council set a meeting date of August 19, 2026, at 6 p.m., in the Roseville Civic Center, Council Chambers at 311 Vernon Street, Roseville, California, as the time and place to conduct a public hearing.

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-286, a Resolution of Intention of the City Council of the City of Roseville to form a Community Facilities District, designate an improvement area therein, establish a future annexation area, provide for additional future improvement areas therein, and authorize the levy of a special tax therein to finance public facilities and public services in and for such Community Facilities District; and

b. Adopt Resolution No. 26-287, a Resolution of the City Council of the City of Roseville of Intention to incur bonded indebtedness to finance the acquisition and construction of certain facilities in and for the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) and improvement areas therein.

11. Public Safety Software Cloud Solution - Sole Source Agreement (INFORMATION TECHNOLOGY DEPARTMENT - CLIENT SERVICES)

Summary: Staff recommends approval of a sole source Software as a Service (SaaS) agreement with Tyler Technologies, Inc., transitioning the City's existing Tyler systems into a secure, cloud-hosted environment and updates the terms related to service delivery, support, and maintenance. Tyler Technologies is the only provider capable of delivering, migrating, and

hosting the City's current suite of Tyler public safety applications; computer-aided dispatch, records management, reporting, mobile systems, and numerous integrated interfaces within a unified, Criminal Justice Information Services compliant environment. The initial term runs from August 1, 2026, through July 31, 2029. The total cost for the three-year initial term, including one-time implementation fees and recurring SaaS subscription charges, is $1,622,794.19.

CONTACT: Melissa Patrick 916-774-5127 mpatrick@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-307 approving the Software as a Service agreement, by and between the City of Roseville and Tyler Technologies, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

12. Employee Recognition, Rewards, and Survey Management Software - Contract Purchase Agreement Amendment (INFORMATION TECHNOLOGY DEPARTMENT - CLIENT SERVICES)

Summary: Staff recommends approval of an amendment to a contract purchase agreement (CPA) with WorkTango, Inc., providing employee recognition, rewards, and survey management subscription services, and authorizing the City Manager to execute it on behalf of the City of Roseville. This amendment increases the CPA amount from $74,997 to $81,879.30 and is included in the Information Technology Operating Budget.

CONTACT: Melissa Patrick 916-774-5127 mpatrick@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-295 approving a contract purchase agreement amendment, by and between the City of Roseville and WorkTango, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

13. Architectural Services - On-Call Professional Design Services Agreement (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of an on-call professional design services agreement with WMB Architects, Inc. with a not-to-exceed amount of $200,000 per year. Work performed under the agreement will be funded, as applicable, by developer fees, capital rehabilitation funds, and/or capital improvement project funds. Staff additionally requests authority for the City Manager or designee to execute up to two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-296 approving an on-call professional design services agreement, by and between the City of Roseville and WMB Architects, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

14. Civil Engineering Services - On-Call Professional Design Services Agreements (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of on-call professional design services agreements with Sandis Civil Engineers Surveyors Planners and CWE with a not-to-exceed amount of $200,000 per year, per agreement. Work performed under these agreements will be paid using developer fees, capital rehabilitation funds and/or capital improvement project funds. Staff additionally requests authority for the City Manager or the City Manager's designee to execute up to three (3) additional one (1) year renewals per agreement without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with these consultants is not in the best interest of the City.

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-297 approving an on-call professional design services agreement, by and between the City of Roseville and Sandis Civil Engineers Surveyors Planners, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

b. Adopt Resolution No. 26-298 approving an on-call professional design services agreement, by and between the City of Roseville and CWE, and authorizing the City Manager to execute it on behalf of the City of Roseville.

15. Skylight Replacement - Contract Purchase Agreement Amendment (PUBLIC WORKS DEPARTMENT - FACILITIES)

Summary: Staff recommends approval of a contract purchase agreement amendment with MCM Roofing Company Inc. to extend the contract end date from July 1, 2026, to December 31, 2026, to provide skylight replacement services for Corporation Yard Buildings A, B, C, and D, and the Roseville Electric Service Center.

CONTACT: Mathew Hoffer 916-746-1156 mahoffer@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-289 approving a contract purchase agreement amendment, by and between the City of Roseville and MCM Roofing Company Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

16. Staffing and Salary Schedule Updates (HUMAN RESOURCES DEPARTMENT)

Summary: Staff recommends that the City Council approve the Management A & B salary schedules reflecting the addition of the new Public Affairs and Communications Director classification and the retitle of Department Public Information Officer to Public Information Officer. The City allocation schedule updates reflect the addition of two (2) regular, full-time positions (Public Affairs and Communications Director and Principal Planner), the retitle of six (6) regular, full-time Department Public Information Officer positions to Public Information Officer,

and the deletion of one (1) regular, full-time Crime Scene Investigator I/II position. The fiscal impact to the General Fund for the remainder of Fiscal Year 2026-27 (FY2026-27) is $10,544, which can be absorbed within existing appropriations; therefore, no budget adjustment is required. The ongoing annual General Fund impact is $714.

CONTACT: Macy Dippert 916-774-5215 mdippert@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Ordinance No. 7094 amending Ordinance No. 7063, the Salary Ordinance for Management Employees, as amended by Appendix “Q” to be effective August 8, 2026, as an urgency measure; and

b. Motion to approve the attached Citywide allocation schedule effective August 8, 2026.

17. Baseline Marketplace Baseline Road Segment 1, 2, and 3 - Notice of Completion (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Notice of Completion for the Baseline Marketplace Baseline Road Segments 1, 2, and 3. The Engineering Division has made a final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no impact to the City's General Fund. Construction costs were paid by the developer.

CONTACT: Andrew Druck 916-774-5577 adruck@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-284 accepting the public work known as Baseline Marketplace Baseline Road Segment 1, 2, and 3 project, approving the "Notice of Completion", and authorizing and directing the City Engineer to execute said notice on behalf of the City of Roseville, therefore, and accepting a portion of the dedications offered on the recorded map of the subdivision.

18. Baseline Marketplace Fiddyment Segment 2B - Notice of Completion. (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Notice of Completion for the Baseline Marketplace Fiddyment Segment 2B. The Engineering Division has made a final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no impact to the City's General Fund. Construction costs were paid by the developer.

CONTACT: Andrew Druck 916-774-5577 adruck@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-285 accepting the public work known as Baseline Marketplace Fiddyment Road Segment 2B project, approving the "Notice of Completion", and authorizing and

directing the City Engineer to execute said notice on behalf of the City of Roseville, therefore, and accepting a portion of the dedications offered on the recorded map of the subdivision.

19. 808 Main Street - Parcel Map and Subdivision Agreement (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the 808 Main Street parcel map and approval of a Subdivision Agreement with Homeland Enterprises, LLC. The Engineering Division has completed its review of the parcel map and found that it complies with the approved ministerial lot split. This map will create 3 residential lots. The actions requested have no fiscal impact on the City's General Fund.

CONTACT: Robert Medina 916-774-5517 rmedina@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve the parcel map on file with the City Clerk and accept, on behalf of the public, the public utility easements offered thereon; and

b. Adopt Resolution No. 26-299 approving a subdivision agreement, by and between the City of Roseville and Homeland Enterprises, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

20. CliftonStrengths and Gallup Global Strengths Coaching Program - Sole Source Contract Purchase Agreement (CITY MANAGER DEPARTMENT - CITY MANAGER)

Summary: Staff recommends approval of a sole-source contract purchase agreement with Gallup, Inc. in the amount of $100,000 for a 4.5-day, onsite CliftonStrengths and Gallup Global Strengths Coach training course for thirty employees, to be conducted October 12-16, 2026. Gallup, Inc. is the sole organization authorized to teach, certify, and license the CliftonStrengths Global Strengths Coach curriculum. Funding for these services is included in the City Manager's Department budget in the General Fund.

CONTACT: Kate Rebello 916-774-5945 krebello@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-300 approving a contract purchase agreement, by and between the City of Roseville and Gallup, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

21. Independent Audit and Comparative Analysis of Animal Control Services - Professional Services Agreement (POLICE DEPARTMENT)

Summary: Staff recommends approval of a professional service agreement with MGT Impact Solution, LLC, and authorizing the City Manager to execute it. The purpose of this work is to provide the City with objective and defensible data regarding the cost and scope of services currently provided under contract with the Placer County Society for the Prevention of Cruelty to Animals, including cost per animal and service level comparisons with similar agencies. The

total cost to complete the Independent Audit and Comparative Analysis of Animal Control Services is $108,898. Funding will come from the Police Department's FY2026-27 budget, in the General Fund.

CONTACT: Mark Peinado 916-774-5021 mcpeinado@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-301 approving a professional services agreement, by and between the City of Roseville and MGT Impact Solutions, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

22. 2026 Citywide Records Retention Schedule Update (CITY ATTORNEY DEPARTMENT)

Summary: Staff recommends approval of the updated 2026 Citywide Records Retention Schedule. There is no fiscal impact to the General Fund.

CONTACT: Kelly Aye 916-774-5377 kaye@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-288 adopting the 2026 Citywide Records Retention Schedule.

23. Legal Services Agreement (CITY ATTORNEY DEPARTMENT)

Summary: Staff recommends approval of an agreement with Remy Moose Manley LLP, to provide legal services on an as-needed basis. Expenses will be paid by the City Attorney's operating budget in the General Fund, or by other departments and funds as appropriate.

CONTACT: Kelly Aye 916-774-5377 kaye@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-302 approving an agreement for legal services, by and between the City of Roseville and Remy Moose Manley LLP, and authorizing the City Manager to execute it on behalf of the City of Roseville.

24. Minutes of Prior Meetings (CITY CLERK DEPARTMENT)

Summary: Staff recommends approval of the minutes of the July 15, 2026 City Council Meeting.

CONTACT: Arleta Wagenhals 916-774-5200 amswagenhals@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve minutes of the July 15, 2026 City Council Meeting.

END OF CONSENT CALENDAR

VII. PUBLIC HEARINGS

NOTICE TO THE PUBLIC: Public Hearing Process

City Council, when considering the matter, will take the following actions:

1. Open the Public Hearing
2. Presentation by staff
3. Presentation by applicant or appellant
4. Accept public testimony
5. Appellant or applicant rebuttal period
6. Close the Public Hearing
7. City Council comments and questions
8. City Council action

Any challenges in court about public hearing matters noticed on this agenda may be limited to only those issues, that were raised orally at the public hearing or in written form received by the City on or before the hearing.
Public Hearings listed for continuance will be continued and posting of this agenda will serve as notice of continuation.

25. Water and Local Wastewater Connection Fees, Solid Waste Impact Fee, and Non-Exclusive Franchise Hauler Permit Fee Adjustments - Public Hearing and Roseville Municipal Code Update (ENVIRONMENTAL UTILITIES DEPARTMENT)

Summary: Staff recommends that the City Council adopt a nexus study and introduce for first reading an ordinance amending sections pertaining to the Water Connection Fee (§14.08.025 and §14.08.026), Local Wastewater (Sewer) Connection Fee (§14.16.060), Solid Waste Impact Fee (§9.12.100) and Franchise Hauler Fee (§9.17.040) of the Roseville Municipal Code. The proposed changes are to update the Water Connection Fee, Local Wastewater Connection Fee, Solid Waste Impact Fee and Non-Exclusive Franchise Hauler Permit Fee along with corresponding Roseville municipal code changes.

CONTACT: Archana Wagley 916-746-1704 aswagley@roseville.ca.us

The City Council will consider the recommendation to:

a. Hold the public hearing to receive public comments and respond to questions regarding the proposed adjustments to Water, and Local Wastewater Connection Fees, Solid Waste Impact Fee and Non-Exclusive Franchise Hauler Permit Fee; and

b. Adopt the nexus study; and

c. Introduce for first reading an ordinance amending Section 9.12.100 of Chapter 9.12 of Title 9 of the Roseville Municipal Code regarding Health and Safety – Solid waste impact fee, Section 9.17.040 of Chapter 9.17 of Title 9 of the Roseville Municipal Code regarding Franchise term and franchise fee, Sections 14.08.025 and 14.08.026 of Chapter 14.08 of Title 14 of the Roseville Municipal Code regarding Water connection and Standard connection fees, and Section 14.16.060 of Chapter 14.16 of Title 14 of the Roseville Municipal Code regarding Local sewer connection fee.

VIII. STAFF/COUNCIL REPORTS

IX. ADJOURNMENT

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.1
File #: 0800-03
Item ID: 2026-565

Title:	Replacement Learning Management System Vendor – Letter Agreement
Contact:	Petra Wallace, Addison Schueller 916-774-5510, 916-774-1135 pwallace@roseville.ca.us, aschueller@roseville.ca.us

SUMMARY

Staff recommends approval of a Letter Agreement with Alliance Cooperative Energy Services Power Marketing LLC (ACES) to maintain Roseville's access to ACES' new Learning Management System (LMS). ACES has transitioned its LMS platform from Geo Learning to Docebo and requires participating entities to execute a Letter Agreement acknowledging their intent to be bound by the existing Master Service Agreement. There is no cost associated with this Letter Agreement, as access to the Docebo LMS platform is included in the existing Master Service Agreement with ACES.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute a Letter Agreement with Alliance Cooperative Energy Services Power Marketing LLC (ACES) to maintain Roseville's access to ACES' new Learning Management System. ACES has transitioned its LMS platform from Geo Learning to Docebo and requires participating entities to execute a Letter Agreement acknowledging their intent to be bound by the existing Master Service Agreement. There is no cost associated with this Letter Agreement, as access to the Docebo LMS platform is included in the existing Master Services Agreement with ACES.

BACKGROUND

ACES Power Marketing LLC has provided power management services to the City of Roseville since 2006. These services are a key component of Roseville's power supply and risk management operations. On June 5, 2024, the City and ACES executed a five-year Master Services Agreement (Resolution No. 24-169), which granted Roseville access to ACES' learning management system (LMS). The LMS offers a wide range of training and certification courses and provides the City with the ability to host and manage its own training programs with consulting and support services from ACES. ACES has transitioned its LMS platform from Geo Learning to Docebo. As part of this transition, Roseville must execute a Letter Agreement with ACES declaring intent to be bound by the terms of the Master Services Agreement to regain access to the LMS.

FISCAL IMPACT

There is no fiscal impact associated with the execution of this Letter Agreement.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA statute §21065 and CEQA Guidelines §15060(c)(3) and §15378. Approval of the Letter Agreement meets the above criteria and is not subject to CEQA. No additional environmental

review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

6. Deliver exceptional City services

Respectfully Submitted,
Petra Wallace, Power Supply and Portfolio Administrator
Addison Schueller, Assistant Electric Analyst

Daniel Beans, Electric Utility Director

ATTACHMENTS:

1. Resolution 26-304
2. Roseville Letter Agreement LMS 1-23-24

REVIEWERS:

Petra Wallace, Electric Department - Resource Planning & Generation	Created/Initiated - 6/22/2026
William Forsythe, Electric Department - All	Approved - 7/9/2026
Shawn Matchim, City Clerk Department	Approved - 7/13/2026
Chris Porter, Electric Department - Engineering	Approved - 7/15/2026
Daniel Beans, Electric Department - All	Approved - 7/16/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/21/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/23/2026
Katrina Six, City Clerk Department	Final Approval - 7/23/2026

RESOLUTION NO. 26-304

APPROVING A LETTER AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND ALLIANCE FOR COOPERATIVE ENERGY SERVIVES POWER MARKETING LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Letter Agreement for use of the Learning Management System, by and between the City of Roseville and Alliance for Cooperative Energy Services Power Marketing LLC, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

ACES
excellence in energy

4140 West 99th Street
Carmel, IN 46032

p: 317.344.7000

www.acespower.com

f : 317.344.7001

January 23, 2024

Via Email Delivery Only

Mr. Dan Beans
Electric Utility Director
City of Roseville
2090 Hilltop Circle
Roseville, CA 95747

RE: Letter Agreement for use of ACES Learning Management System

Dear Mr. Beans:

Alliance for Cooperative Energy Services Power Marketing LLC ("ACES") has entered into a new agreement with Docebo NA, Inc. ("Docebo") for a learning management system ("LMS"). ACES' Master Service Agreement ("Agreement") with Docebo, explains the terms of ACES' use of the LMS. The term "Customer" as used throughout the Agreement, refers to ACES and ACES' Members/Customers. ACES' "customers" may order or use the services described in the Agreement provided that they are "subject to compliance with this Agreement". This service is further provided to the City of Roseville ("Roseville") pursuant to the terms and conditions of Roseville's Service Agreement with ACES and will be effective as of July 1, 2023.

In order for Roseville to use ACES' LMS, it is necessary that you review the enclosed Master Service Agreement, and sign and return one (1) original of this letter to ACES, evidencing your intent to be bound by the terms of the Agreement. Agreement provisions of particular importance are:

SECTION 3: SERVICES.
3.2 (a) Docebo Software. During the Term, and as set forth in one or more Order Forms, Docebo will provide the Customer and its End Users with remote access to the Docebo Software. During the Term, and subject to compliance with this Agreement, Docebo grants to the Customer a worldwide, non-exclusive, non-transferable, non-assignable (except as provided herein), and limited right and license to allow End Users to remotely access the Docebo Software that is located on the Docebo server, in accordance with the terms of this Agreement.

SECTION 6: RECEIPT OF SERVICES; GENERAL PARTY OBLIGATIONS.

6.1 (a) Use of Docebo Software and Services. The Software and Services may be used only for Customer's own lawful business purposes. The Customer represents and warrants that it shall not knowingly, and shall not knowingly permit others, in using the Services to: (i) defame, abuse, harass, stalk, threaten or otherwise violate or infringe the legal rights (such as rights of privacy, publicity and intellectual property) of others or Docebo, or interfere with another party's use of the Services; (ii) publish, upload, ship, distribute or disseminate any harmful, infringing, fraudulent, tortious, or unlawful material or information (including any unsolicited commercial communications); (iii) misrepresent, or in any other way falsely identify, the Customer's identity or affiliation, including through impersonation or altering any technical information in communications using the Services; (iv) transmit or upload any Material through the Services containing viruses, trojan horses, worms, time bombs, cancelbots, or any other programs with the intent or effect of damaging, destroying, disrupting or otherwise impairing Docebo's, or any other person's or entity's, network, computer system, or other equipment; (v) upload any Sensitive Data (as defined in the DPA) or protected health information into the Services (vi) interfere with or disrupt the Services, networks or servers connected to the Docebo Systems or violate the regulations, policies or procedures of such networks or servers, including unlawful or unauthorized altering of any of the information submitted through the Services; (vii) attempt to gain unauthorized access to the Services, other Docebo customers' computer systems or networks using the Services through any means; (viii) copy, modify or create Derivative Works or improvements of the Services or the Docebo Software; (ix) reverse engineer, disassemble, decompile, decode, adapt or otherwise attempt to derive or gain access to the source code of the Services or Docebo Software, in whole or in part; (x) bypass or breach any security device or protection used by the Services or Docebo Software or access or use the Services or Docebo Software other than through the use of then valid access credentials; (xi) remove, delete, alter or obscure any trademarks, Documentation, warranties or disclaimers, or any copyright, trademark, patent or other intellectual property rights notices from any Services or the Docebo Software; (xii) access or use the Services or the Docebo Software for purposes of the development, provision, or use of a competing software service or product, or (xiii) sell, resell, assign, pledge, transfer, license, sublicense, distribute, rent or lease the Services or Docebo Software.

SECTION 7: CONFIDENTIALITY

7.1. Confidential Information. **"Confidential Information"** means all information disclosed by a party (**"Disclosing Party"**) to the other party (**"Receiving Party"**) that is marked or identified as confidential (including all information which is subject to treatment as a 'trade secret' under applicable law) or should otherwise be reasonably understood to be confidential, in light of the context in which it is disclosed. Customer Data shall expressly be considered as Confidential Information hereunder. Docebo Software, Documentation, and the terms and conditions of this Agreement (including pricing) shall expressly be considered as Confidential Information. For purposes of this Agreement, Confidential Information does not include any information that: (i) the Receiving Party establishes was publicly known at the time of the Receiving Party's receipt or has become publicly known other than by a breach of this Agreement; (ii) prior to disclosure hereunder, it was already in the Receiving Party's possession without restriction as evidenced by appropriate documentation; (iii) subsequent to any disclosure hereunder, the information is obtained by the Receiving Party on a non-confidential basis from a third-

party who has the right to disclose such information; or (iv) was developed by the Receiving Party without any use of any of the Confidential Information as evidenced by appropriate documentation.

If you have any questions about the Agreement or your use of the LMS, please contact ACES' Associate General Counsel, Managing Director of Legal Services, Courtney Stooksbury Parker, her email is cparker@acespower.com and her phone number is 317-344-7000.

The foregoing is acknowledged and agreed to, as of July 1, 2023, by the undersigned parties.

ALLIANCE FOR COOPERATIVE ENERGY SERVICES POWER MARKETING LLC	**CITY OF ROSEVILLE**
By: Michael Thomas Steffes	By:
Name: Michael Thomas Steffes	Name:
Title: President & CEO	Title:

Enclosures: Docebo NA Inc. Master Service Agreement

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MASTER SERVICES AGREEMENT

SECTION 1
GENERAL

This Master Services Agreement is entered into by and between the Docebo entity executing and delivering this Agreement and the Customer, as defined below. The terms and conditions herein are common to all Schedules, and to any Order Forms and/or SOWs entered into by and between the Parties hereunder. In the event of a conflict between this Agreement and any Schedule, or any Order Form(s) or SOW, the body of this Agreement will control, unless the Schedule, or applicable Order Form or SOW expressly states that it shall supersede. In the event of a conflict between any Schedule, and any Order Form or SOW, the Schedule will control, unless the Order Form or SOW expressly states that it shall supersede the applicable provision of the Schedule.

SECTION 2
DEFINITIONS

"Active User" means an End User that accesses and engages with the Software Services during a monthly or annual period, as stated in the applicable Order Form.

"Addendum" means the additional documentation that forms part of this Agreement that further details the terms of use of a particular Service as detailed in section 3.4.

"**Affiliate**" means an entity that directly or indirectly controls, is controlled by or is under common control with an entity, where "control" means, for the purposes of this definition, an ownership, voting, or similar interest representing fifty percent (50%) or more of the total interests then outstanding of the entity in question.

"Agreement" means this Master Services Agreement and all Schedules, Order Forms, SOWs, and Addenda specifically referenced or incorporated herein.

"Content" means Docebo Data and Third-Party Content, as defined in the applicable Addendum.

"Customer" means the customer contracting entity identified in any Order Form or SOW issued hereunder that is receiving Services from Docebo unless expressly stated to the contrary in any applicable Order Form or SOW; provided, however, that such term includes all parents, subsidiaries, corporate affiliates, employees, representatives, successors and assigns and customers of the contracting party who shall, at the Customer's election, also be entitled to receive Services hereunder and request Order Forms and SOWs hereunder. Notwithstanding the broad interpretation of the term Customer hereunder, it is expressly understood that nothing in this Agreement permits the Customer to be a 'Reseller' (as defined below) or 'partner' of Docebo, and any such relationship shall only be formed by separate written agreement between Docebo and the Customer.

"Customer Data" all electronic data, Content (excluding Docebo Data and Docebo Content), Materials and information input by the Customer or End Users into the Docebo Software.

"Derivative Works" means any suggestions, contributions, enhancements, improvements, additions, modifications, or statutorily defined derivative works to the referenced software or other Materials.

"Docebo" means the Docebo contracting entity set for on the signature page hereto.

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"Docebo App(s)" means applications that allow the functionalities, advanced architecture capabilities, and integration between third-party systems and the Software Services.

"Docebo Content" means certain online courses and educational products provided by or through the Docebo Software and excludes Customer Data and any Customer Material input into the Software Services.

"Docebo Data" means proprietary information gathered or created by Docebo and provided to Customer as part of the Services, excluding Third-Party Content (as defined in the Addendum).

"Docebo Software" means the internet based Docebo software technology and related Services provided by Docebo, and that are accessible to the Customer and its End Users via a web browser through the internet.

"Documentation" means the user documentation and any other operating, training, and reference manuals relating to the use of the Services, as supplied by Docebo to the Customer, as well as any Derivative Works thereof.

"Effective Date" means, with respect to this Agreement the date on which the Agreement commences, which shall be the date set forth on the signature page below.

"End User" means an employee of the Customer or individual third-party, in each case who is over the age of 16, who is authorized by the Customer to use the Software Services and has been provided individual login credentials.

"Intellectual Property Rights" means any and all registered and unregistered rights granted, applied for or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection or other intellectual property rights laws, and all similar or equivalent rights or forms of protection in any part of the world.

"Marks" means service marks, trademarks, trade names, logos, and any modifications to the foregoing.

"Materials" means data, information, pictures, documentation, audio, video, artistic works, writings, and other works of authorship.

"Order Form(s)" means the ordering document executed by the Parties that specifies the Services, including any Schedules attached thereto.

"Party /Parties" each of Docebo and the Customer are sometimes referred to herein, individually and collectively.

"Professional Services" means the consulting, implementation, training, integration, enhancement, configuration and other services as applicable provided by Docebo pursuant to an Order Form or SOW.

"Reseller" means the Customer is acting as a partner in the scope of reselling and profiting from the sales of Services.

"Schedule" means any document or addenda incorporated or attached hereto or to any Order Form or SOW that sets out additional terms applicable to specific Services.

"Services" means all services provided by Docebo under this Agreement as described on an Order Form

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or SOW including Software Services and Docebo Software.

"Software Services" as defined in the applicable Addendum.

"SOW" means a Statement of Work executed by the Parties that specifies the Professional Services to be provided to the Customer.

SECTION 3
SERVICES

3.1 **Subcontractors.** All Services will be provided to the Customer by Docebo, directly or through an Affiliate, according to this Agreement and one or more Schedules, and Order Forms or SOWs issued hereunder. Docebo may from time to time, in its discretion, engage third parties to perform Services ("**Subcontractor**") provided that Docebo (a) remains primarily responsible for performance of its obligations under the Agreement; (b) be responsible and liable for the acts and omissions of each Subcontractor in the scope of its performing any Services to the same extent as if such acts or omissions were by Docebo or its employees; and (c) be responsible for all fees and expenses payable to any Subcontractor, including, if applicable, withholding of income taxes, and the payment and withholding of payroll taxes, unemployment insurance, workers' compensation insurance payments, employer health tax, and disability benefits in any such event. For greater certainty, Sub-processors, as defined in the DPA, shall not be considered Subcontractors for the purposes of this Agreement.

3.2 **Docebo Software**

(a) During the Term, and as set forth in one or more Order Forms, Docebo will provide the Customer and its End Users with remote access to the Docebo Software. During the Term, and subject to compliance with this Agreement, Docebo grants to the Customer a worldwide, non-exclusive, non-transferable, non-assignable (except as provided herein), and limited right and license to allow End Users to remotely access the Docebo Software that is located on the Docebo server, in accordance with the terms of this Agreement.

(b) The Customer acknowledges that certain maintenance activities regarding the Docebo Software may be necessary or appropriate, from time to time, including bug fixes, software updates, feature updates, and the addition of new applications and new modules. In most instances, the Docebo infrastructure is designed to support updates by the Docebo engineering and support teams without the need to interrupt the Docebo Software. Docebo will provide notice to the Customer regarding such maintenance activities that will interrupt the Services at least twenty-four (24) hours in advance. If Docebo reasonably determines that maintenance activities will require an unavailability or outage of the Docebo Software in excess of ten (10) consecutive minutes, then Docebo will give the Customer reasonable advance written notice of the same. Docebo will use commercially reasonable efforts to perform routine scheduled maintenance during non-Business Hours (as defined in the Helpdesk Services /SLA document referenced in section 3.5) (**"Maintenance Windows"**).

3.3 **General Technical Requirements.** Using the Software Services requires a modern web browser that supports cookies and JavaScript. Docebo neither represents nor warrants that the Software Services will be accessible through all web browser releases or all versions of tablets, smartphones, or other computing devices. The Software Services currently support the following browsers: https://www.docebo.com/online-training-lms-system-requirements/ (which is subject to change, with reasonable notice, in Docebo's sole discretion). Regardless of any changes to such supported

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browsers, Docebo warrants that, at any one given time, it will maintain support for a reasonable cross-section of commonly used current version browser releases. In accordance with this Agreement, Customer must have the requisite equipment, software, and internet access to be able to use the Services. Acquiring, installing, maintaining, and operating equipment, any Customer software, and internet access is solely the Customer's responsibility. Internet access is not included in the Services purchased from Docebo, and the Customer is responsible for internet access with the service provider of its choosing. Docebo will not be responsible for any malfunction of the internet or any antivirus protection system installed by the Customer. In the event that the Customer cannot meet the technical requirements to access the Software Services, through no fault of Docebo, Docebo shall be under no obligation to provide the Helpdesk Services, as defined below.

3.4 **Software Service Addendum.** The specific terms pertaining to the Software Services can be found at the following link: https://www.docebo.com/company/software-service-addendums/. Each section of the Addendum is only applicable if the Service(s) named have been subscribed to as stated in the applicable Order Form.

3.5 **Helpdesk Services / Service Level Agreement.** Docebo will provide customer care and support services to the Customer, as set forth in the Order Form and/or SOW and as further described via the following link: https://www.docebo.com/company/service-level-agreement/ (the "**Helpdesk Services**"). Docebo shall not be responsible for any customer support services outside of the terms stated or incorporated herein.

3.6 **Professional Services.**

(a) If the Customer requests and Docebo agrees, Docebo may provide additional Professional Services to the Customer pursuant to the terms of an Order Form or SOW. Each such Order Form or SOW will include, at a minimum, (I) a description of the Professional Services; (ii) the then estimated project completion dates; (iii) the fees, costs, and expenses payable to Docebo; (iv) the payment schedule; and (v) a signature by each Party's respective authorized representatives.

(b) In the event that Customer needs to temporarily suspend any Professional Services engagement with Docebo during the course of their delivery of such Professional Services, Customer must provide written notice (in accordance with Section 13.5 (Communications; Notices) no less than two (2) weeks prior to the date they wish to commence such temporary suspension. In this written notice Customer must provide the following:

(i) Customer's reasons for temporary suspension;

(ii) date Customer requests the suspension status begin; and

(iii) date Customer anticipates suspension status to end.

(c) Docebo will review and determine, in its sole and reasonable discretion, to accept such requests. In the event Customer requests to restart the Professional Service earlier or later than the originally requested date, Customer must provide at least two (2) weeks' notice of such change and Docebo will use commercially reasonable efforts to accommodate such request. Additionally, depending on the requested length of such suspension, Docebo will work with Customer to set a mutually agreeable re-start date based on the availability of the original resources assigned to the Customer and other resources that may be assigned to the Customer. Customer may only go into such suspension status once per Professional Service engagement.

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(d) All timelines for delivery of any Professional Services as detailed in any applicable Order Form or SOW are estimates for delivery of the Services indicated and such timelines are not additive and some Professional Services may be delivered in tandem. Docebo will work with Customer to establish mutually agreed timelines at the onset of any Professional Services engagement.

3.7 **On-Site Services.** In the event that the Parties agree that Docebo will provide certain Professional Services on-site, the Customer will provide to Docebo copies of all applicable on-site safety policies and procedures.

3.8 **Expenses.** For any requests by Customer requiring Docebo personnel to be on site to deliver Professional Services, the Customer will reimburse Docebo for its actual, reasonable travel, living, and other incidental expenses incurred; provided, however, that all such expenses shall be pre-approved by the Customer in writing.

3.9 **Additional Services.** Through its use of the Services, any of the Customer's designated administrators may have the ability to purchase: (I) online courses; (ii) customized educational products; (iii) Docebo Apps; (iv) customized software ("**Customized Software**"); and/or (v) additional modules (collectively, the "**Additional Services**"). The delivery of and fees for the Additional Services will be charged to the Customer. For greater certainty, this Section 3.9 does not apply to any Third-Party Content (other than Docebo Content).

3.10 **Beta Releases.** Docebo may, at its sole discretion, may invite Customer and make certain services available to the Customer on a test basis which will be clearly designated as beta, pilot, limited release, non-production or by similar description (**"Beta Release"**). Notwithstanding anything to the contrary in the Agreement, Customer acknowledges and agrees that Beta Release is provided on an "as is" and "as available" basis without any liability and indemnity obligations, warranty, support, Helpdesk Services, Professional Services, maintenance, or service level obligations of any kind. Docebo does not guarantee that future versions of Beta Release will be released or that if such Beta Release is made generally available, it will be substantially similar to the current Beta Release. Docebo may terminate Customer's right to use Beta Release at any time for any reason. If Docebo publicly releases Beta Release, Customer may execute a separate Order Form to procure the relevant Software Services (being the publicly available version of the Beta Release) at then-current applicable fees.

SECTION 4
OWNERSHIP; USE OF CUSTOMER DATA AND STATISTICAL INFORMATION.

4.1 **For Docebo.** All title, ownership rights, and Intellectual Property Rights in and to the Docebo Software, the Documentation, Docebo Data and all Docebo Marks (and all Derivative Works and copies thereof) are and will remain owned exclusively by Docebo. The Customer acknowledges that the Docebo Software, in source code form, remains proprietary information of Docebo and that the source code is not licensed to the Customer by this Agreement or any Schedule, Order Form or SOW and will not be provided or escrowed by Docebo. Docebo will also retain all Intellectual Property Rights in any Professional Services or Additional Services, unless and to the extent that the Parties agree that the same are intended to be transferred to the Customer in connection with the performance of and payment thereof, as indicated in the applicable Order Form or SOW.

4.2 **For Customer.** All title, ownership rights, and Intellectual Property Rights in Customer Data that the Customer owns or has licensed, and that the Customer or its End Users uploads to the Software Services, will remain owned exclusively by the Customer, or other third-party(ies), as the case may be. Customer will be solely responsible for (i) the accuracy, quality, content, legality and use of

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Customer Data, including the means by which Customer Data is acquired and transferred by Customer or its End Users outside of the Services, (ii) obtaining any licenses, permissions or authorizations required for any use of the Customer Data, and (iii) complying with all applicable terms and conditions of any third-party website related to Customer Data obtained from such third-party website or its use in connection with the Services. Customer grants to Docebo the necessary licenses and rights to Customer Data solely as necessary for Docebo to provide the Services to Customer. Docebo may review Customer's use of the Services which may include accessing Customer Data. Docebo may, for internal purposes only, use Customer Data to improve the Services in accordance with Section **Error! Reference source not found.** below.

4.3 **Statistical Information.** Docebo may use Customer Data in an aggregated and anonymized form for the analysis, operation, and improvement of the Services (the "Statistical Information"). Docebo may use and disclose the Statistical Information for the foregoing purposes, provided that they do not include any data that would reveal the identification of Customer, Customer Data, or any other Customer Confidential Information. Docebo retains all rights, title, and interest in and to such Statistical Information.

SECTION 5
FEES AND PAYMENT TERMS

5.1 **Fees.** Fees payable for Services received under this Agreement shall be in the amounts and payable on the terms set forth on the applicable Order Form or SOW, and as otherwise set forth in Section 5.2 below. Except as otherwise may be set forth in an applicable Order Form or SOW, all payments for fees shall be due within thirty (30) days from the date of invoice and shall not be subject to any setoff, recoupment, counterclaim, deduction, debit or withholding, for any reason (other than any deduction or withholding of tax, as may be required by applicable law). All fees paid, and expenses reimbursed under this Agreement will be in the currency specified in the applicable Order Form or SOW. Except as otherwise specified in the applicable Order Form or SOW, payment must be made by wire transfer, cheque or automated clearing house (ACH).

5.2 **Active Users.** Unless otherwise set forth in the Order Form, the fees for accessing the Services are based on the number of Active Users; and Active User limitations may vary across the Services. Fees for additional Active Users in excess of the authorized number of Active Users set forth in the Order Form (each, an **"Extra User"**) will be invoiced to the Customer as specified in the Order Form. When the Customer reaches approximately ninety percent (~90.0%) of its Active User limitations, Docebo will provide electronic notice to the Customer regarding its possible exceedance of such limitations. For greater certainty, no change will be made to the fees if the actual number of Active Users is less than the authorized number of Active Users set forth in the Order Form; and no 'down-grading' of the Active User thresholds will be permitted during the Term.

5.3 **Late Payments.** The Customer will pay a late fee of up to one and one-half percent (1.5%) per month (not to exceed the maximum allowed under applicable law) on all balances not paid when due on account of all invoices which are not reasonably in dispute. Docebo may, at its option, upon notice and a reasonable opportunity to cure, suspend the Services, in whole or in part, if Docebo does not receive all amounts which are due and owing, and not reasonably in dispute, under the Agreement when due, provided that it shall restore the Services promptly upon the clearance of any such disputed amounts. The Customer will reimburse Docebo for all reasonable costs incurred by Docebo in collecting any late payment or interest, including attorneys' fees, in an amount not to exceed fifteen percent (15.0%) of the outstanding amount owed, court costs and collection agency fees.

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5.4 **Taxes.** Customer shall, in addition to the other amounts payable under this Agreement, pay all applicable customs, duties, sales, use, value added or other taxes, federal, state, provincial or otherwise, however designated, which are levied or imposed by reason of the transactions contemplated by this Agreement, excluding only taxes based on Docebo's net income.

SECTION 6
RECEIPT OF SERVICES; GENERAL PARTY OBLIGATIONS.

6.1 Use of Docebo Software and Services

(a) The Software and Services may be used only for Customer's own lawful business purposes. The Customer represents and warrants that it shall not knowingly, and shall not knowingly permit others, in using the Services to: (i) defame, abuse, harass, stalk, threaten or otherwise violate or infringe the legal rights (such as rights of privacy, publicity and intellectual property) of others or Docebo, or interfere with another party's use of the Services; (ii) publish, upload, ship, distribute or disseminate any harmful, infringing, fraudulent, tortious, or unlawful material or information (including any unsolicited commercial communications); (iii) misrepresent, or in any other way falsely identify, the Customer's identity or affiliation, including through impersonation or altering any technical information in communications using the Services; (iv) transmit or upload any Material through the Services containing viruses, trojan horses, worms, time bombs, cancelbots, or any other programs with the intent or effect of damaging, destroying, disrupting or otherwise impairing Docebo's, or any other person's or entity's, network, computer system, or other equipment; (v) upload any Sensitive Data (as defined in the DPA) or protected health information into the Services (vi) interfere with or disrupt the Services, networks or servers connected to the Docebo Systems or violate the regulations, policies or procedures of such networks or servers, including unlawful or unauthorized altering of any of the information submitted through the Services; (vii) attempt to gain unauthorized access to the Services, other Docebo customers' computer systems or networks using the Services through any means; (viii) copy, modify or create Derivative Works or improvements of the Services or the Docebo Software; (ix) reverse engineer, disassemble, decompile, decode, adapt or otherwise attempt to derive or gain access to the source code of the Services or Docebo Software, in whole or in part; (x) bypass or breach any security device or protection used by the Services or Docebo Software or access or use the Services or Docebo Software other than through the use of then valid access credentials; (xi) remove, delete, alter or obscure any trademarks, Documentation, warranties or disclaimers, or any copyright, trademark, patent or other intellectual property rights notices from any Services or the Docebo Software; (xii) access or use the Services or the Docebo Software for purposes of the development, provision, or use of a competing software service or product, or (xiii) sell, resell, assign, pledge, transfer, license, sublicense, distribute, rent or lease the Services or Docebo Software.

(b) Docebo has no obligation to monitor the Customer's use of the Services and the Docebo Software; however, Docebo reserves the right, upon being made aware of material non-compliance with the terms of the Agreement, to monitor such use, and to review, retain and disclose any information as necessary to ensure compliance with the terms of the Agreement and to satisfy or cooperate with any applicable law or regulation, or duly served legal process or governmental request.

6.2 Compliance with Law

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(a) Both Parties will observe and comply with all applicable laws in connection with their performance under this Agreement. Each Party will notify the other, promptly and without any undue delay, of any discovered unauthorized use of the Services related to the Customer's receipt of such Services hereunder; provided that such Party is legally able to give such notice. To the extent any End User is under the age of 18, Customer represents and warrants that it is responsible for obtaining any additional consents as required by applicable law.

(b) Docebo may suspend the Services, upon notice and a reasonable opportunity to cure, in the event of a material violation by the Customer of any obligation contained in this Section 6, until such violation ceases and Docebo receives reasonable assurances that such violation will not continue. If Docebo believes, in its sole reasonable discretion, that the software, computing equipment, API or network systems owned or controlled by Docebo (collectively, **"Docebo Systems"**) are being currently used for criminal activity, in a manner that violates the legal rights of Docebo, Docebo's customers (including the Customer), any user of the Docebo Software or other third-party, or is experiencing an actual data loss or data misappropriation, or that the continued operation of the Docebo Systems places the Docebo Systems in potential danger of data loss, data breach, or catastrophic failure, then such suspension may occur prior to the giving of such notice to the Customer.

6.3 Application Programming Interface Provisions

(a) In connection with its use of the Docebo Software, the Customer may be provided with access to an 'instance' or 'deployment environment' of the Docebo Software (a **"Docebo Instance"**). The Docebo Instance may be accessible through an Application Program Interface (API) requiring login and API credentials (the **"Docebo Credentials"**). Docebo allows the Customer to control, track, and monitor End Users with access to the Docebo Credentials.

(b) Docebo provides documentation disclosing certain aspects of its Docebo Software functionality (the **"API Protocols"**), which may be updated from time to time provided however such change will not result in a material degradation of the Customer's ability to use the Services. Docebo expressly disclaims and shall have no liability with respect to how the API Protocols are used, except to the extent that it has directed the same. Further, unless otherwise specified by the Parties, in writing in an applicable Order Form or SOW, Docebo takes no ownership interest in or rights to any third-party software code that incorporates the API Protocols.

(c) In order to enable the functionality provided by the API Protocols, a requesting party must serve licensed Docebo Credentials to the Docebo Instance. The Customer expressly understands that Docebo does not go beyond a verification of proper Docebo Credentials to validate whether or not access to or use of a customer's Docebo Instance is authorized. Accordingly, an unauthorized party may use misappropriated, although valid, Docebo Credentials to gain access to and employ the functionality of an otherwise properly licensed Docebo Instance. Once the Docebo Credentials are validated by the Docebo Instance, any software code that is written in accordance with the API Protocols will function with the Docebo Instance as designed. Thus, any unauthorized dissemination and distribution of the Docebo Credentials may lead to an unauthorized use of a Docebo Instance. Docebo expressly disclaims and shall have no liability to the Customer, or any third-party, for any loss or damages resulting from how the API Protocols are used, unless and to the extent that the same may be attributable to Docebo's actions.

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SECTION 7
CONFIDENTIALITY

7.1 **Confidential Information. "Confidential Information"** means all information disclosed by a party (**"Disclosing Party"**) to the other party (**"Receiving Party"**) that is marked or identified as confidential (including all information which is subject to treatment as a 'trade secret' under applicable law) or should otherwise be reasonably understood to be confidential, in light of the context in which it is disclosed. Customer Data shall expressly be considered as Confidential Information hereunder. Docebo Software, Documentation, and the terms and conditions of this Agreement (including pricing) shall expressly be considered as Confidential Information. For purposes of this Agreement, Confidential Information does not include any information that: (i) the Receiving Party establishes was publicly known at the time of the Receiving Party's receipt or has become publicly known other than by a breach of this Agreement; (ii) prior to disclosure hereunder, it was already in the Receiving Party's possession without restriction as evidenced by appropriate documentation; (iii) subsequent to any disclosure hereunder, the information is obtained by the Receiving Party on a non-confidential basis from a third-party who has the right to disclose such information; or (iv) was developed by the Receiving Party without any use of any of the Confidential Information as evidenced by appropriate documentation. For greater certainty, the Parties agree that Customer Personal Data is Confidential Information but is governed by Section 8 of this Agreement.

7.2 **Disclosure.** The Parties agree that, during the Term of this Agreement, each Party may disclose to the other Party certain Confidential Information of such Party or of such Party's associated companies, distributors, licensors, suppliers, or customers.

7.3 **Requirement of Confidentiality**

(a) Each Receiving Party agrees to hold all Confidential Information disclosed to such Receiving Party by the Disclosing Party in confidence and not to, directly or indirectly, copy, reproduce, distribute, manufacture, duplicate, reveal, report, publish, disclose, cause to be disclosed, or otherwise transfer the Confidential Information disclosed by the Disclosing Party to any third-party, or utilize the Confidential Information disclosed by the Disclosing Party for any purpose whatsoever other than as expressly contemplated by the Agreement.

(b) The Customer acknowledges that the Docebo Software and Documentation, as well as all pricing aspects of Order Forms and SOWs issued in connection with this Agreement, are the Confidential Information of Docebo.

(c) With regard to all Confidential Information, the obligations in this Section 7 shall continue for the Term of the Agreement and for a period of three (3) years thereafter; provided, however, that, with respect to any Confidential Information which is a trade secret under applicable law, the obligations shall continue in perpetuity for so long as such information is considered a trade secret.

(d) Notwithstanding anything to the contrary herein, if the Receiving Party is ordered by an administrative agency or other governmental body of competent jurisdiction to disclose the Confidential Information, then the Receiving Party may disclose the requested Confidential Information; provided however, that, the Receiving Party shall first notify the Disclosing Party prior to disclosure, if allowed by law, in order to give the Disclosing Party a reasonable opportunity to seek an appropriate protective order or waive compliance with

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the terms of this Agreement and shall disclose only that part of the Confidential Information which the Receiving Party is required to disclose.

7.4 **Return of Materials.** Upon the request of the Disclosing Party or upon the expiration or termination of the Agreement, the Receiving Party shall promptly destroy or deliver to the Disclosing Party all of the Disclosing Party's Confidential Information and any notes, extracts, or other reproductions in whole or in part relating thereto, without retaining any copy thereof. Notwithstanding the foregoing, the Receiving Party shall be permitted to retain such copies of Confidential Information as may be reasonably necessary for legal or recordkeeping purposes, including such copies as are embedded in the automated backup of electronic data processing systems.

SECTION 8
DATA PROTECTION

8.1 **Processing of Personal Data.** To the extent that Docebo processes Customer Personal Data, it shall do so only in accordance with the Data Processing Addendum available at: https://www.docebo.com/company/data-processing-addendum/ (the **"DPA"**) and the Information Protection and Security Standards (the **"IPSS"**), attached to the DPA as Annex A, which is incorporated by reference into this Agreement. As used herein, **"Customer Personal Data"** shall be as defined in the DPA.

8.2 **Security Matters.** Docebo has implemented and will maintain, throughout the Term and the tail of any of its obligations under this Agreement, in accordance with industry best practices, appropriate technical and organizational safeguards described in the IPSS, in order to support the security, confidentiality and integrity of Customer Data and other proprietary information. Docebo shall only use Customer Data as permitted under this Agreement and in accordance with the DPA, including as necessary or appropriate to prevent technical problems (e.g., to resolve issues related to technical support).

Customer's notification referents for matters related to the DPA are the following:

Name: DAVID CLASPELL, SENIOR VICE PRESIDENT & CFO

Email: davec@acespower.com

CC: LegalDepartment@acespower.com

Telephone: (317) 344-7000

SECTION 9
LIMITED WARRANTY AND DISCLAIMER.

(a) Docebo represents and warrants to the Customer that: (i) it will provide the Services in a manner consistent with general industry standards reasonably applicable to the provision thereof; (ii) it has all rights, licenses, consents and authorizations necessary to grant the rights and licenses granted in this Agreement; (iii) the Services delivered under the Agreement will operate substantially in conformity with its Documentation under normal use and circumstances; (iv) the Documentation accurately and completely reflects all material features and functions of the Services; and (v) it shall

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comply with all applicable federal, state, provincial and local laws, rules, and regulations when performing its obligations under this Agreement.

(b) The above warranty will not apply to non-conformities, errors or problems caused by acts within the control of the Customer or its End Users, or arising from Customer's negligence or improper use of the Services from unauthorized modifications or use of Services in an unsupported operating environment or manner, or any issues that arise from integrations made with third-party software at Customer's election.

(c) OTHER THAN AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER DOCEBO, ITS AFFILIATES, LICENSORS OR SUPPLIERS, NOR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES MAKES ANY EXPRESS OR IMPLIED WARRANTIES, CONDITIONS, OR REPRESENTATIONS TO THE CUSTOMER, OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO THE SERVICES OR OTHERWISE REGARDING THIS AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY, AND, EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, THE SERVICES ARE PROVIDED TO THE CUSTOMER ON AN "AS IS" AND "AS AVAILABLE" BASIS, AND ARE FOR COMMERCIAL USE ONLY.

(d) WITHOUT LIMITING THE FOREGOING, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, THE IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE, AND THOSE ARISING FROM A COURSE OF DEALING OR USAGE OF TRADE ARE EXPRESSLY EXCLUDED AND DISCLAIMED. NO WARRANTY IS MADE THAT USE OF THE SERVICES WILL BE TIMELY, ERROR FREE OR UNINTERRUPTED, THAT ANY NON-MATERIAL ERRORS OR DEFECTS IN THE SERVICES WILL BE CORRECTED, THAT THE SERVICES WILL OPERATE IN COMBINATION WITH HARDWARE, SOFTWARE, SYSTEMS OR DATA NOT PROVIDED OR RECOMMENDED BY DOCEBO, OR THAT THE SERVICES FUNCTIONALITY WILL MEET THE CUSTOMER'S REQUIREMENTS.

SECTION 10
LIMITATIONS OF LIABILITY

10.1 Exclusions of Liability. Except in connection with and to the extent of any breach of Section 7 (Confidentiality), in no event shall either Party, its affiliates, licensors or suppliers, or any of their respective officers, directors, employees, shareholders, agents or representatives be liable to the other Party, or any other person or entity for any indirect, special, incidental, exemplary or consequential damages or any loss of goodwill under or in any way relating to this Agreement or resulting from the use of or inability to use the deliverables or the performance or non-performance of any Services, including the failure of essential purpose, even if such Party has been notified of the possibility or likelihood of such damages occurring, and whether such liability is based on any legal or equitable theory, including, but not limited to, contract, tort, negligence, strict liability, products liability or otherwise.

10.2 Maximum Liability. Except for claims arising in connection with and to the extent of (a) any breach of Section 7 (Confidentiality), (b) Section 11 (Indemnification) or (c) in connection with contractual payment obligations hereunder, in no event shall either Party's liability for any damages to the other Party, or to any other person or entity, regardless of the form of action, whether based on contract, tort, negligence, strict liability, products liability or otherwise, exceed an amount equal to twelve (12) months of fees for Services which were paid or would otherwise be payable to Docebo by the Customer during the Term during which arose the events giving rise to such action.

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SECTION 11
INDEMNIFICATION

11.1 Docebo Indemnification

(a) Docebo shall indemnify and defend the Customer and its officers, directors, employees and affiliates and End Users against any and all third-party claims, actions or proceedings arising out of or in connection with, and to the extent caused by, (i) any infringement by the Docebo Software or Docebo Data against any patent, copyright, or trademark, or the misappropriation of any trade secret (except for claims which are specifically excluded under the terms of Section 11.1(b) or (ii) any violation by Docebo of its obligations in Section 7 (Confidentiality). If any Services (including the Docebo Software) becomes, or, in Docebo's opinion, is likely to become, the subject of any claim of infringement, Docebo may, at its sole option, (x) obtain for the Customer the right to continue using the Services; (y) replace or modify the affected Services so that it becomes non-infringing while providing substantially equivalent functionality; or (z) if such remedies are not available on commercially reasonable terms, as determined by Docebo, terminate the license to use the Services for the affected portion and promptly refund any pre-paid subscription fees for the affected portion thereof.

(b) Notwithstanding any terms contained in Section 11.1(a), Docebo shall have no liability for infringement claims if the alleged infringement is based on or arises from (i) the combination or use of the Services with software or other materials not provided or recommended for use by Docebo, (ii) the modification of the Services by anyone other than Docebo, or at Docebo's direction, or (iii) the use of the Services not in accordance with the Documentation or this Agreement.

11.2 Customer Indemnification. The Customer will indemnify and defend, Docebo, and its officers, directors, employees and affiliates against all third-party claims, actions or proceedings arising out of or in connection with, and to the extent caused by, (i) Customer Data; (ii) any infringement or misappropriation of any Intellectual Property Rights of third parties; or (iii) any violation by the Customer of its obligations in Section 7 (Confidentiality).

11.3 Indemnification Obligations. The indemnification provided in Sections 11.1 and 11.2 is conditioned on: (i) the party to be indemnified (the **"Indemnified Party"**) giving the indemnifying party (the **"Indemnifying Party"**) prompt written notice of such claim; (ii) the Indemnified Party providing its full cooperation in the defense of such claim, if requested by the Indemnifying Party; and (iii) the Indemnified Party granting the Indemnifying Party the sole authority to defend or settle the claim.

SECTION 12
TERM AND TERMINATION

12.1 Term. The term of this Agreement shall commence on the Effective Date and shall continue through until the expiration or termination of all Service Terms (the **"Term"**). A **"Service Term"** is defined as the period of time, as set out on each applicable Order Form or SOW, for each Service provided to Customer under this Agreement.

12.2 Automatic Renewal. Except as otherwise specified in an Order Form or SOW, subscriptions will automatically renew for subsequent twelve (12) month periods (each, a "**Renewal Term**"), unless either Party gives written notice of non-renewal in accordance with this Section 12.1. Upon each

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subsequent Renewal Term, the fees will be revised to reflect Docebo's then-current fees, or a five percent (5.0%) increase over the highest level of annual fees charged during the previous Term or Renewal Term, whichever is lower, for the applicable Services. Fees for any upcoming Renewal Term shall be set out in the Order Form sent to Customer, at least 60 days prior to the commencement of such Renewal Term. Unless otherwise specified in the Order, to prevent renewal of the Agreement, either Party must give written notice of non-renewal to the other Party at least thirty (30) days prior to the end of the then current Term.

12.3 Termination. Without prejudice to any other rights or remedies of each Party hereunder, and in addition to any other termination rights herein, the Parties shall have the right to terminate the Agreement as provided below:

(a) By either Party if the other Party commits a material breach of this Agreement and such breach remains uncured thirty (30) days after written notice of such breach is delivered to such other Party;

(b) By either Party if the other Party makes an assignment for the benefit of creditors, or commences or has commenced against it any proceeding in bankruptcy, insolvency, or reorganization pursuant to bankruptcy laws, laws of debtor's moratorium or similar laws;

(c) By Docebo if any amounts hereunder which are due and owing and not reasonably in dispute remain unpaid for more than fifteen (15) days following written notice of such unpaid amounts being delivered to the Customer;

(d) by Docebo if Customer is acting as a Reseller without Docebo's express written consent;

(e) By Customer if Docebo is in breach of Section 13.10 (Modifications); or

(f) By Customer, for any reason or no reason at all, provided that Customer provides Docebo with ninety (90) days' advanced written notice of termination and upon such termination, Customer shall pay 50% of the remaining fees due and owing to Docebo for the duration of the term.

12.4 Effect; Transition

(a) Upon expiration or termination of this Agreement for any reason, all rights and licenses granted by Docebo hereunder to the Customer will immediately cease. Upon any expiration or termination of this Agreement, Docebo shall make the Customer's Materials reasonably available to it for a period of thirty (30) days. Upon any duly effected termination of this Agreement by the Customer pursuant to Sections 12.312.3(a), 12.3(b), or 12.3(e), Docebo will promptly refund any pre-paid fees for Services not yet received by the Customer.

(b) Upon any expiration or termination of this Agreement by the Customer pursuant to Sections 12.3 12.3(a) or 12.3(b) of this Agreement, Docebo will continue, upon the Customer's written request, to provide the Services to the Customer, as the Services were provided to the Customer during the most recently completed Term and under the same conditions and applicable fees, for a maximum period of six (6) months ("Transition Services"). The Customer may use the Transition Services to continue operations and for data retrieval and export purposes, and Docebo will provide reasonable migration tools that it generally makes available to its customers for the Customer to retrieve the Customer's Materials and content as a part of providing the Services. In any event where the Customer has elected to receive Transition Services, the Customer represents and warrants that it will work expeditiously and diligently to migrate itself onto an alternative solution.

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12.5 **Survival.** Termination of this Agreement or any Order Form or SOW issued hereunder shall not affect Section 5 (Fees and Payment Terms), Section 7 (Confidentiality), Section 10 (Limitations of Liability), Section 11 (Indemnification), and Section 13 (Miscellaneous), all of which shall expressly survive such termination.

SECTION 13
MISCELLANEOUS

13.1 **Authority.** Each Party represents and warrants that it has the legal power and authority to enter into this Agreement. When executed and delivered by both Parties, this Agreement will constitute the legal, valid and binding obligations of such Party, enforceable against such Party in accordance with its terms.

13.2 **Governing Law.** This Agreement between Docebo NA, Inc. and Customer and all matters arising out of or relating to this Agreement are governed by, and construed in accordance with the chart appearing below:

Docebo entity entering into the Agreement	Choice of Law	Exclusive Jurisdiction
Docebo Inc.	Laws of Ontario	Toronto, Ontario
Docebo UK Limited	Laws of England and Wales	London, England
Docebo France SAS.	Laws of France	Paris, France
Docebo S.p.A.	Laws of Italy	Milan, Italy
Docebo NA, Inc.	Laws of New York	New York
Docebo GmbH	Laws of Germany	Munich, Germany
Docebo Australia Pty Ltd.	Laws of Australia	Melbourne, Australia

13.3 **Dispute Resolution; Waiver of Jury Trial**

(*This section 13.3 is only applicable to Agreements signed with Docebo Inc. and Docebo NA, Inc.)*

(a) In the event that any dispute arises between the Parties with respect to this Agreement, the Parties will first attempt to resolve the dispute, in good faith, through consultation. If consultation is not successful in resolving the entire dispute or is unavailable, any outstanding issues will be submitted to final and binding arbitration, before one (1) arbitrator in accordance with the then prevailing rules of commercial arbitration of JAMS. The arbitrator's award (the **"Award"**) will be final, and judgment may be entered upon it by any court having jurisdiction over such matter. Every arbitrator engaged pursuant to this Section 13.3, and all proposed arbitrators, must be at arm's-length from both Parties and shall not have any interest in the dispute. Each arbitrator shall, subject to applicable rules, determine the procedure for hearing the dispute but shall be caused to give written reasons for material findings of fact and a written decision. Each arbitrator shall determine the liability among the Parties to the dispute for the cost of the dispute resolution process and for the payment of the arbitrator. The Parties shall maintain the confidential nature of the arbitration proceeding and the Award, except as may be necessary to prepare for or conduct the arbitration hearing on the merits, or except as may be necessary in connection with a court application for a preliminary remedy, a judicial challenge to an Award or its enforcement, or unless otherwise required by applicable law.

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(b) EACH PARTY, TO THE FULLEST EXTENT PERMITTED BY LAW, HEREBY KNOWINGLY, INTENTIONALLY AND VOLUNTARILY, WITH AND UPON THE ADVICE OF COMPETENT COUNSEL, IRREVOCABLY WAIVES, RELINQUISHES AND FOREVER FORGOES THE RIGHT TO A TRIAL BY JURY IN ANY ACTION OR PROCEEDING BASED UPON, ARISING OUT OF, OR IN ANY WAY RELATING TO THIS AGREEMENT.

13.4 **International Conventions.** The Parties agree that the United Nations Convention on Contracts for the International Sale of Goods will not apply in any respect to this Agreement or the Parties.

13.5 **Communications; Notices.** All communications and notices which are required or otherwise provided under this Agreement shall be in writing and shall be deemed given when delivered (i) by hand, (ii) by registered or certified mail, postage prepaid, return receipt requested; (iii) by a nationally recognized overnight courier service; or (iv) by electronic mail (with read receipt or other tracking mechanism to confirm receipt), to the respective addresses set forth on the initial Order Form, with a copy which shall not constitute notice to legal@docebo.com

13.6 **Assignment.** Customer may not assign this Agreement without Docebo's written consent, which consent shall not be unreasonably withheld or delayed, except that Customer may assign or transfer this Agreement in connection with a sale of all or substantially all of Customer's assets (other than to a direct competitor of Docebo and provided that the assignee agrees in writing to be bound by all terms and conditions of this Agreement) by providing Docebo with prompt written notice of such assignment. Any assignment in violation of this Section 13.6 shall be void and of no effect. The Agreement shall be binding upon and inure to the benefit of the Parties and their successors and permitted assigns

13.7 **Severability.** In case any one or more of the provisions of this Agreement should be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.

13.8 **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties concerning the subject matter hereof and supersedes all previous oral or written communications, representations, understandings, agreements, or proposals with respect thereto. For the avoidance of doubt, any purchase order forms, or similar document, issued by the Customer to Docebo, outside of an Order Form or SOW will not be accepted and are expressly rejected by Docebo. All Order Forms, SOWs and Schedules attached to the Agreement or subsequently added hereto by mutual consent of the Parties are incorporated into this Agreement for all purposes.

13.9 **Waiver.** No failure or delay by a Party to exercise any right or remedy provided under this Agreement, or by law, shall constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

13.10 **Modifications.** No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to or modification of this Agreement and signed by an authorized representative of each Party. Notwithstanding the foregoing, Docebo reserves the right, in its sole discretion, to make any changes to the Services and to the Docebo Software that it deems necessary or useful to: (a) maintain or enhance (i) the quality or delivery of Docebo's services to its customers, (ii) the competitive strength of or market for Docebo's services, or (iii) the Services' cost efficiency or performance; or (b) to comply with applicable law; provided that no such changes have the effect of materially degrading the functionality of the Services.

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13.11 Force Majeure. Neither Party will be responsible for any delay or failure in performing any of its obligations hereunder due to causes of force majeure, which are the result of circumstances or events which are not reasonably foreseeable and are beyond such Party's reasonable control, including, without limitation, acts of God, acts of government, flood, fires, earthquakes, civil unrest, acts of terror, strikes or other labor problems (excluding those involving a Party's employees), computer or telecommunications failures or delays involving hardware or software not within a Party's possession or reasonable control, and network intrusions or denial of service attacks (each a "**Force Majeure Event**"). The Party affected by a Force Majeure Event will advise the other Party in reasonable detail of the Force Majeure Event as promptly as practicable and keep the other Party reasonably apprised of progress in resolving the Force Majeure Event.

13.12 No Third-Party Beneficiaries. The Agreement is personal to the Parties and no third parties shall be considered beneficiaries hereof, for any purposes.

13.13 Insurance

(a) At all relevant times during the performance of Services pursuant to the Agreement, Docebo shall have bound and maintained the following minimum insurance coverages (*all amounts stated are in USD*):

(i) Commercial General Liability – $1,000,000, per occurrence, $2,000,000, in the aggregate;
(ii) Cyber Liability / Technology Errors & Omissions/ Professional Liability – $5,000,000, in the aggregate.

(b) Upon reasonable request, Docebo will provide to the Customer customary proof of continuing insurance.

(c) For the avoidance of doubt, nothing contained in this Section 13.13 shall, in any way, be interpreted as impacting any limitations of liability or indemnification provisions contained in the Agreement.

13.14 Publicity. Customer hereby grants to Docebo the express right to use Customer's company logo and/ or name in its quarterly press releases, related earnings calls, investor presentations and its website to identify Customer as a Docebo customer. Other than as expressly stated herein, neither Party shall use the other Party's name and/or logos without the prior written permission of the other Party.

[signatures to follow on next page]

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.2
File #: 0203-07
Item ID: 2026-571

Title:	Waste Disposal Services - Contract Purchase Agreement
Contact:	Nathan Ribordy 916-746-1673 nribordy@roseville.ca.us

SUMMARY

Staff recommends approval of a contract purchase agreement with Advanced Chemical Transport LLC, dba ACTenviro for hazardous and non-hazardous waste disposal services. The cost of the five-year agreement is $700,000 per year, for a total not to exceed $3,500,000 over the five-year term. Adequate funding is included in the FY2026-27 Electric Fund budget. Funding for subsequent years will be included in the Electric Department's annual budgets, subject to City Council approval.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving Contract Purchase Agreement (#3005367) for Waste Hauling Services with Advanced Chemical Transport LLC, dba ACTenviro, and authorize the City Manager to execute the agreement on behalf of the City of Roseville.

BACKGROUND

The City owns and operates two power plant sites. These sites generate several waste streams of liquid and solid waste routinely and on an emergent basis. This requires hazardous and non-hazardous waste identification, labeling, collection, transportation, and disposal in accordance with state and federal laws by a qualified hazardous waste transportation company.

The City issued a Request for Proposals (RFP 07-121) for hazardous and non-hazardous waste disposal services, which generated responses from multiple vendors. Following a determination of vendor responsiveness and responsibility, an evaluation team conducted a comprehensive review and scoring of the submitted proposals. Based on a thorough assessment of each vendor's safety record, service quality, relevant experience, proposal completeness, and pricing, the evaluation team identified Advanced Chemical Transport LLC, dba ACTenviro as the most suitable vendor to perform the required scope of services.

FISCAL IMPACT

The total cost of the five-year agreement will not exceed $3,500,000. Funding of $700,000 for the first year is included in the Electric Department's FY2026-27 budget in the Electric Fund. Funding for the additional four years will be $700,000 per year, and will be included in future Electric Department budgets, subject to City Council approval.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines Section 15061(b)(3)). The hauling and delivery of hazardous

substances is regulated by the state. Hazardous material transport consistent with applicable safety regulations should not result in a significant environmental effect. Therefore, the proposed contract purchase agreement does not include the potential for a significant environmental effect and is not subject to CEQA.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

1. Ensure a safe and healthy community
2. Remain fiscally responsible in a changing world
6. Deliver exceptional City services

Respectfully Submitted,
Nathan Ribordy, Power Generation Superintendent

Daniel Beans, Electric Utility Director

ATTACHMENTS:

1. Resolution 26-305
2. CPA
3. RFP 07-121
4. Proposal
5. Master Score Sheet

REVIEWERS:

Steve Hancock, Electric Department - Financial & Administrative	Created/Initiated - 6/25/2026
Tom Pontes, City Clerk Department	Approved - 7/13/2026
William Forsythe, Electric Department - All	Approved - 7/13/2026
Chris Porter, Electric Department - Engineering	Approved - 7/15/2026
Daniel Beans, Electric Department - All	Approved - 7/16/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/21/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-305

APPROVING A CONTRACT PURCHASE AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND ADVANCED CHEMICAL TRANSPORT LLC DBA ACTENVIRO, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, the Contract Purchase Agreement (3005367) for Waste Disposal Services, by and between the City of Roseville and Advanced Chemical Transport LLC dba ACTenviro, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

Contract Purchase Agreement 3005367

Supplier Details:

Company	Advanced Chemical Transport LLC dba ACTenviro
Contact	Dan Wildeman
Address	6940 Tremont Rd
	Dixon, CA 95620

Submit your response to:

Company	City of Roseville
Contact	Sue Jessup
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1107
Fax	(916) 746-1115
E-mail	SJessup@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005367

Agreement	3005367
Agreement Date	01-MAY-2026
Revision	0
Agreement Amount	3,500,000.00 USD

Invoice To
City of Roseville
Accounts Payable
311 Vernon St
ROSEVILLE CA 95678

Phone: (916) 774-5488
Fax: (916) 784-3796
Email: accountspayable@roseville.ca.us

Supplier
Advanced Chemical Transport LLC dba ACTenviro
6940 Tremont Rd

Dixon, CA 95620
Phone: (707) 448-3700
Fax: (707) 448-3499
Email: dwildeman@republicservices.com

Description of Labor, equipment and/or materials

The services called for under City of Roseville Request for Proposal #07-121 and contractor's proposal thereto titled Roseville Electric Utility – Generation Division Hazardous & Non-Hazardous Waste Disposal dated 3/30/2026 (hereinafter "proposal"). The terms and scope of work of City of Roseville Request for Proposal #07-121 and contractor's proposal are herein made part of this agreement and fully incorporated by reference.

Please contact Drew Yarbrough at (916) 746-1656 or DYarbrough@roseville.ca.us for questions regarding this agreement.

*The total agreement amount is an approximate value only. The City cannot guarantee whatsoever the actual value of this contract.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	15622	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
01-Jul-2026	**30-Jun-2031**	**Sue Jessup** Phone **1-916-746-1107**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

Contract Terms and Conditions

1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

2. Contractor is an independent contractor, and shall not be considered an officer, agent or employee of the City.

3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.

4. Time is of the essence of this Agreement.

5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days written notice. City's termination shall be without further liability to City; however, Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.

6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.

7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.

8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.

9. All fair employment practices must be adhered to. In addition, if the project referenced on this service agreement is a Public Works project, all prevailing wage laws must be complied with. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.

10. Contractor agrees to the below insurance requirements:

    a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance

coverage.

b. Form. Contractor shall submit an ACORD form certificate of insurance evidencing the coverage required in Attachment A which shall be maintained for the period covered by this Agreement prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

c. Additional Insureds. Contractor shall also provide a blanket-form endorsement providing additional insured status to the City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate blanket-form endorsement, form LD-20287 (06/06), and shall not seek contribution from City's insurance or self-insurance. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or
(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

d. Cancellation/Modification. Contractor shall provide thirty (30) days written notice to City prior to cancellation or material modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) shall be the sole responsibility of the Contractor.

h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a blanket-form waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth

herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Contractor shall comply with all federal, state, and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.

12. In the event that the terms of any attachment or exhibit conflict with any terms of this Agreement, the terms of this Agreement shall control.

13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original hereof.

14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

17. For purposes of this Agreement, the terms "Contractor," "Consultant," and "Supplier" are used interchangeably.

18. If the project referenced on this agreement is a Public Works project, then the following shall apply: No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

19. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant

to this agreement.

20. If the project referenced on this agreement is a Public Works project, then the following shall apply: Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

21. Contractor certifies that Contractor, its employees, directors, officers, agents, subcontractors, vendors, and volunteers are not presently debarred, excluded, suspended, declared ineligible, voluntarily excluded, or proposed for debarment, exclusion, suspension, or ineligibility by any federal, state, or local department or agency.

22. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $500 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

23. This Agreement may be amended via change order, but only if such change order is made in writing, approved by the City, and signed by both parties.

24. CONTRACTOR agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONTRACTOR and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

    CONTRACTOR and CITY agree that: (a) CONTRACTOR is free from the control and direction of CITY in connection with the performance of the work; (b) CONTRACTOR is providing services directly to CITY; (c) CONTRACTOR has and will maintain at all relevant times a business license; (d) CONTRACTOR maintains a business location that is separate from CITY; (e) CONTRACTOR is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONTRACTOR actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONTRACTOR advertises and holds itself out to the public as available to provide the same or similar services; (h) CONTRACTOR provides its own tools, vehicles, and equipment to perform the services; (i) CONTRACTOR has negotiated its own rates; (j) CONTRACTOR set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONTRACTOR has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

25. If Contractor produces any "web content" pursuant to this Agreement, as that term is defined in section 35.104 of Title 28 of the Code of Federal Regulations, as may be amended, Contractor shall ensure that any such web content is in full compliance with all applicable requirements of the most current version of the Web Content Accessibility Guidelines, the Americans with Disabilities Act, Code of Federal Regulations and/or California law. Contractor shall defend, indemnify, and hold harmless City, its officers, employees, and agents from and against any and all claims, liabilities, damages, or expenses arising out of Contractor's failure to comply with such requirements. This provision shall survive expiration and/or termination of this Agreement.

The supplier named hereon by the acceptance of this order agrees to the provisions of this document titled "Contract Purchase Agreement" and all accompanying terms, conditions, and attachments.

Roseville Business License No. 00852141

Contractor License No. 1132910

DIR Registration No. 1001149564

Check mark the applicable company type below:

_____ **Corporation**

__X__ **Limited Liability Company**

_____ **Partnership**

_____ **Sole Proprietor**

City Reserves the right to withhold any payments to contractor in the event of noncompliance with insurance requirements or if required by law.
General T&C
REV 3/16/26 JS

Asbestos-Containing Materials in City-Owned Buildings

California Health and Safety Code Section 25915 requires that all City of Roseville employees, contractors and lessees be notified annually of the presence of asbestos in City-owned buildings constructed prior to 1979. Please post this notice in an area(s) accessible to all employees, contractors and lessees. Contact Facility Maintenance & Operations at (916) 774-5740 for more information about Asbestos Containing Materials (ACMs) in specific City-owned buildings. For more information about asbestos refer to the OSHA website.

The City of Roseville is committed to maintaining a safe and healthy work environment. The City' s Facility Maintenance & Operations staff conducts ongoing inspections to identify and safely manage previously installed asbestos-containing products. Renovation of City-owned buildings **MUST** be reviewed in advance by Facility Maintenance & Operations to ensure the City is in compliance with building codes, Americans with Disabilities Act and that no ACMs are disturbed without proper safeguards. Work that requires removal or repair of ACMs is restricted to trained and qualified persons only. **Facility Maintenance & Operations will need to approve the qualified contractors**.

Use the following measures to protect you and others from exposure to airborne asbestos:

- Presume all building materials contain asbestos until determined otherwise by Facility Maintenance & Operations.
- Do not install walls, closets, cabinets, ceilings.
- Do not remove, cut, drill, sand, grind or otherwise disturb any material in the buildings, including carpet and tile.
- Do not paint (this includes any walls, ceilings, floors and electrostatic painting of office furniture).
- Do not remove any items nailed or screwed to the walls (this includes pictures, cabinets, electrical, etc.).
- Do not go above ceilings, behind walls or into building spaces such as attics and crawlspaces unless these areas have been inspected and cleared by Facility Maintenance & Operations.
- Do not pull cable or wiring through above-ceiling spaces with asbestos.
- Do not install screws, pins, nails or hangers into asbestos ceiling or wall plaster.
- Be careful not to damage walls, ceilings or floors when moving furniture or equipment. It is recommended that Facility Maintenance & Operations be contacted prior to moving furniture or equipment.
- Do not brush, sweep or vacuum textured asbestos ceiling plaster or plaster debris.
- Immediately report any damage or deterioration of suspect building materials to Facility Maintenance & Operations or Risk Management.

It is important to note that the presence of asbestos does not mean you have been exposed. Exposure results when friable asbestos particles are inhaled or ingested. Asbestos becomes friable when material containing asbestos is drilled, sanded or disturbed by remodeling or demolition work or when the ACM has deteriorated. Intact, bonded, sealed or undisturbed asbestos does not pose a hazard.

Employees may review the asbestos survey reports, results of bulk sampling or air monitoring conducted in City-owned buildings. All asbestos data will be available by appointment with Facility Maintenance & Operations.

Facilities Built Pre 1979 That May Contain Asbestos	Year Built
Downtown Library - 225 Taylor Street 95678	1974
Carnegie Museum - 557 Lincoln Street 95678	1912
Tower Theatre - 415 Vernon Street 95678	1940
Fire Station #3 - 1300 Cirby Way 95661	1963
Old Corp Yard - 100 Old Corp Yard Road 95678	1940
Water Treatment Plant Operations Bldg.- 9595 Barton Road 95746	1965
Waste Water Treatment Plant Operations Bldg. - 1800 Booth Road 95747	1962
Royer Recreation Bldg. - 190 Park Drive 95678	1950
Fire Museum - 400 Lincoln Street 95678	1930
Diamond Oaks Golf - 349 Diamond Oaks Road 95678	1965
Johnson Pool, 4th & D Street	1950
330 Vernon Street	1940
107 Sutter Avenue	1962

Sign to acknowledge receipt of asbestos notification:

SIGNATURE	
COMPANY NAME	Advanced Chemical Transport LLC dba: ACT
DATE	6/3/26

Asbestos
Rev 01/16/19

ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 10 04 13 or an equivalent, blanket-form endorsement. The blanket-form endorsement shall provide additional status to the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory via blanket-form endorsement.
- The General Liability and Automobile policies shall be endorsed via blanket-form notice of cancellation endorsements providing 30 days' notice of cancellation to the City.
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

Construction:____
General Liability:
$2 Million/occurrence
$4 Million aggregate

Design Professional:____
General Liability:
$2 Million/occurrence
$4 Million aggregate
Professional Liability:
$2 Million/occurrence

Professional Consultant:____
Professional Liability:
$1 Million/occurrence

IT Services:____
Professional Liability:
$1 Million/occurrence
No auto required

Hazardous Materials:____
Pollution Liability:
$1 Million/occurrence

Special Events/Caterers-Vendors:____
No auto required
No workers' comp required

Professional Counseling/ Psychological:____
Professional Liability:
$1 Million/occurrence
No auto required

Pyrotechnics:____
General Liability:
$5 Million/occurrence
$10 Million aggregate
Auto - $2 Million/occurrence

Chemical/Environmental:_X__
General Liability:
$3 Million/occurrence
$6 Million aggregate
Contractor's Pollution – $2 Million/Occurrence
Auto - $2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202

Supplier

Signature: _____

Print Name: Kevin Carrothers

Title: GM / Director

Date: 5/28/26

Supplier

Signature: _____

Print Name: _____

Title: _____

Date: _____

City of Roseville, A Municipal Corporation

Signature: _____

Print Name: **Dominick Casey**

Title: **City Manager**

Date: _____

DocuSign Envelope ID: 4749B558-6FCA-43A5-91D4-B595639FE9FA

CITY OF ROSEVILLE CALIFORNIA

April, 2022

RE: Contractor and Grantee Compliance with Economic Sanctions Imposed in Response to Russia's Actions in Ukraine

Dear Vendor:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain immediate steps, including notifying all contractors and grantees of their obligations to comply with existing economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law.

This correspondence serves as a notice under the EO that as a contractor or grantee, compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of contracts or grants, as applicable.

Please note that for any agreements or grants valued at $5 million or more you must report to the City of Roseville your compliance with economic sanctions including steps you have taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Sincerely,

DocuSigned by:
Shannon Wiest
A3035660A19747F...

4/25/2022

Shannon Wiest
City of Roseville
Purchasing and Warehouse Manager

Additional Terms for Consideration:

Scope of Services: Contractor shall perform all services, and comply in all respects, as described herein for the consideration stipulated, and in compliance with State and City Codes. Such services may include:

A. **WASTE SERVICES.** Except as otherwise directed by Contractor, prior to any Waste management, handling or disposal, City must submit to Contractor for approval a completed waste product questionnaire, profile, manifest, or similar document describing Waste to be handled ("Waste Documentation") and provide a representative sample (if Contractor requests). Contractor is not required to perform an exhaustive analysis of the Waste to identify its components, nor will any Contractor analysis relieve City of its responsibility to ensure the Waste conforms to the approved Waste Documentation. Contractor does not guarantee that it will accept any particular type of Waste upon receipt of Waste Documentation.

i. TITLE AND LIABILITY. Title, liability, and responsibility for Waste will pass to Contractor upon Contractor's acceptance of the Waste at Contractor's facility unless shipment of the Waste is the responsibility of Contractor, in which event title, responsibility and liability will pass upon delivery to, and acceptance by, Contractor at the commencement of shipment. Title, liability, and responsibility for Non-Conforming Waste will always remain with City, regardless of whether physical possession has passed to Contractor. Under no circumstances shall Contractor be deemed the generator of any Waste or other material managed under this Agreement.

ii. NON-CONFORMING WASTE. "Non-Conforming Waste" is any material that deviates from the description provided by City (including specifications set forth in the approved Waste Documentation) or any representative sample or supporting information or analyses, or that could alter the hazard, risk, or cost assumed by Contractor in performing the Services, or does not comply with applicable regulations, or that could cause Contractor to be in noncompliance with any permit or other authorization. If Contractor determines that any Waste is Non-Conforming Waste, it will have the right to reject, revoke acceptance of, or determine alternative disposal for, such Non-Conforming Waste, and convey it to City or another location. City will pay Contractor's penalties, damages, and costs related to the Non-Conforming Waste including, without limitation, for injury to people or property, handling, analysis, transportation, repackaging, and time involved in conveying Non-Conforming Waste to City or other location or arranging for alternative disposal.

iii. PACKAGING, LOADING AND TRANSPORTATION. Unless Contractor agrees to provide packaging, loading, and transportation of the Waste to Contractor facility, City is responsible for each. If packaging is City's responsibility, it shall ensure that its Waste is properly classified, packaged, marked, labeled and in condition for shipment per applicable regulations. If loading is City's responsibility, it shall properly and legally load its Waste on vehicles provided or arranged for by Contractor to transport the Waste. If transportation is City's responsibility, it shall arrange to legally transport the Waste to Contractor's facility. The Parties agree and understand that reasonable refusal by Contractor or its subconsultant to package, load, transport, handle, dispose of, or recycle Non-Conforming Waste will not be a breach of this Agreement. City acknowledges that any Waste received that is not properly classified, packaged, marked, labeled, or contained may still be processed by Contractor, at its sole discretion, but will be subject to additional charges.

B. **ON SITE SERVICES.** City shall ensure unobstructed access to City's site and/or area to be serviced. City shall inform Contractor of any known hazards or risks associated with the site, and City represents and warrants that it maintains and shall maintain a safe working environment for Contractor's personnel. If, in its sole discretion, Contractor discovers any hazardous or unsafe working condition, Contractor shall have the right to immediately take action to mitigate such unsafe conditions, and Contractor shall be under no obligation to continue performing any of the Services until such action is complete and the site is safe. City shall inform Contractor in writing of any site-specific conditions or requirements that will impact the performance of the Services prior to the commencement of Services.

C. **EMERGENCY RESPONSE**

i. City may request response Services by telephone at 800-899-4672 or pursuant to a mutually agreed written Pricing Document. City shall provide Contractor with all information necessary to assess the type of response Service needed, upon which Contractor will rely in determining if and to what extent Contractor will respond. All emergency response related Services are provided at Contractor's current standard rates, unless otherwise quoted by Contractor.

ii. City acknowledges that Contractor's provision of response related Services is on an as-available basis and does not guarantee Contractor's response or a response within a specific timeframe. City also acknowledges that Contractor does not represent or warrant that it will recover any specific quantity of Waste or that it will achieve any specific level of cleanliness. CONTRACTOR DOES NOT REPRESENT OR WARRANT THAT, AND CUSTOMER WAIVES ANY CLAIMS THAT, ITS SERVICES WILL RENDER ANY REAL OR PERSONAL PROPERTY, SAFE FOR HUMAN ACTIVITY OR OCCUPATION, OR BE IN COMPLIANCE WITH ANY APPLICABLE LAW.

REQUEST FOR PROPOSALS

RFP 07-121

Roseville Electric Utility – Generation Division
Hazardous & Non-Hazardous Waste Disposal

DUE: March 30, 2026

3:00 PM

Deliver to:

City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678
OR
Email: cityclerkroseville@roseville.ca.us

CITY OF ROSEVILLE

NOTICE FOR PROPOSALS

RFP 07-121

NOTICE IS HEREBY GIVEN that proposals for **Roseville Electric Utility – Generation Division Hazardous & Non-Hazardous Waste Disposal** will be received by the City of Roseville. Proposals will be accepted **ONLY** at the office of the **City Clerk, Civic Center, 311 Vernon Street, Roseville, CA, 95678 or submitted via electronic mail to cityclerkroseville@roseville.ca.us,** until 3:00 p.m., **March 30, 2026**. Said proposals will be evaluated and results will be made public after completion of the negotiation process with the selected consultant. The City reserves the right to reject any or all proposals and to waive any informalities or irregularities in any proposal or in the proposal process.

3/5/2026
Date

Nathan Ribordy
Power Generation Superintendent

IMPORTANT!!!

The City is not responsible for misdelivered proposals, and the proposer is strictly liable for its chosen method of delivery. It is the proposer's sole responsibility to make sure that proposals arrive at the proper location. Any proposal which does not actually arrive in the City Clerk's Office by the RFP due date and time will be rejected as non-responsive, even if properly addressed or delivered to another City Department.

Your proposal **MUST** be addressed and delivered as follows:

City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678

The proposer is also directed to include the attached "Sealed Proposal" label on the outside of the package or envelope, so that it is visible when delivered to the City.

Or emailed to:
cityclerkroseville@roseville.ca.us

Note: Email submissions are limited to 25 megabytes.

PREVAILING WAGE NOTIFICATION

This is a prevailing wage project. Accordingly, all prevailing wage and fair employment laws and regulations shall be adhered to. For prevailing wage contracts over $25,000.00, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm

(RFP 07-121, ROSEVILLE ELECTRIC UTILITY – GENERATION DIVISION HAZARDOUS & NON-HAZARDOUS WASTE DISPOSAL)

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1.0 INTRODUCTION

The City of Roseville (hereinafter "City"), is soliciting proposals for qualified individuals, firms, consultants, contractors, or entities (hereinafter "Contractor(s)"), to provide hazardous and non-hazardous waste identification, labeling, collection, transportation, and disposal in accordance with applicable state and federal laws for Roseville Electric Utility Resource Planning and Generation Division. This will be a competitive negotiation process. Qualified individuals, firms, contractors, consultants or entities (hereinafter "Contractor(s)"), that meet the requirements set forth in this Request for Proposals (hereinafter "RFP"), and are capable of providing the services requested are encouraged to participate.

1.1 Background

The City owns and operates two power plant sites. The first, Roseville Energy Park (hereinafter "REP") is a gas-fired 170 MW combined-cycle zero liquid discharge power generation facility. The REP generates several waste streams of liquid and solid waste requiring off-site disposal. Hazardous waste is also generated on an emergent basis. The second, Roseville Power Plant #2 (hereinafter "RPP2") is a gas fired 50 MW Simple Cycle Peaking power plant. These two sites have the potential to have waste streams that must be hauled off-site by a qualified Hazardous Waste Transportation Company. The City of Roseville requests proposals for services related to disposing of both hazardous and non-hazardous waste from the REP and RPP2.

Locations of REP and RPP2 are listed below:

Roseville Energy Park
5120 Phillip Road
Roseville, CA 95747

Roseville Power Plant #2
2155 Nichols Drive
Rocklin, CA 95677

1.2 City Overview

The City of Roseville is an incorporated city with a population of more than 145,000 residents, located in Placer County off of Interstate 80, approximately 16 miles northeast of Sacramento, California. The City of Roseville is a Charter city operating under the City Council/City Manager form of government.

1.3 Proposal Submittal

RFP proposal submittals may be delivered to the Office of the City Clerk, Civic Center, 311 Vernon St., Roseville, CA 95678 via common carrier, hand delivered, **or** submitted via electronic mail to **cityclerkroseville@roseville.ca.us** by the specified proposal due date and time. Complete and attach the "Sealed Proposal" label to the outside of the proposal packaging if delivering or hand carrying a hard copy of the proposal, so it is visible to the City Clerk. If submitting a proposal via electronic mail, then include the RFP title and RFP number in the subject line of the email.

1.4 California Secretary of State Registration

The City requires all corporations, limited liability companies and limited partnerships to be registered to do business in the State of California. On a separate Attachment I page, please include a screenshot of your "ACTIVE" status with your proposal submittal, which can be

obtained by accessing this link: https://bizfileonline.sos.ca.gov/search/business. All proposers must be registered with the Secretary of State or have a valid exemption by the time of award.

1.5 Instructions

This RFP is exclusively an invitation to submit Proposals for the **Roseville Electric Utility – Generation Division Hazardous & Non-Hazardous Waste Disposal** project. This RFP shall not be construed as a request or authorization to perform any work. In addition, this RFP does not represent a commitment to purchase, lease, or license any product or software. Any work performed by a Vendor to respond to this RFP will be at the Vendor's own discretion and expense. The City will not be obligated for any Vendor costs related to this RFP, nor does any Vendor's work in responding to this RFP bind the City to any obligations. The costs of developing Proposals are entirely the responsibility of the Vendor.
This RFP includes a description of the scope of services, proposal requirements, and instructions for submitting your proposal. Failure to follow these instructions may result in rejection of your proposal.

No oral representations or interpretations will be made to any proposer as to the meaning of this RFP.

Direct all inquiries regarding this RFP in writing to Steve Hancock at sjhancock@roseville.ca.us or by accessing the RFP from the City's website at: https://www.roseville.ca.us/business/procurement_services/bids_rfps by no later than 5:00 pm PST on March 18, 2026.

Do not contact other individuals or City departments in this regard. Information provided by anyone other than the above contact may be invalid and proposals which are submitted in accordance with such information may be declared non-responsive.

In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any amendment to this RFP is valid only if it is in writing and issued by the City department issuing the RFP. No oral interpretations or answers shall bind the City unless confirmed by the City in writing.

All addenda for this RFP will be distributed through PublicPurchase.com to proposers who have registered with PublicPurchase.com and who have downloaded the RFP. Additionally, the Notice of Intent to Award will be posted on PublicPurchase.com. **It is the proposer's sole responsibility to monitor PublicPurchase.com for possible addenda to this RFP and for the Notice of Intent to Award. Failure of proposer to retrieve addenda or the Notice of Intent to Award** from PublicPurchase.com shall not relieve him/her of the requirements contained therein or the timelines associated therewith. Additionally, failure of proposer to return a signed addendum, when required, may be cause for rejection of his/her proposal.

2.0 TENTATIVE SCHEDULE

The following represents the tentative schedule for this RFP. Any change in the scheduled dates for the Deadline for Final Questions, or Proposal Submission Deadline will be advertised in the form of an addendum to this RFP. The schedule for the evaluation process and other future dates may be adjusted without notice.

RFP Released by the City……	March 9, 2026
Deadline for Final Questions……...	March 18, 2026
City Responses to Written Questions……..	March 20, 2026
Proposal Submission Deadline……	March 30, 2026
Consultant Interviews as needed…….	TBD
Contract Negotiations……	TBD
Contract Approval by City Council…….	TBD
Commencement of Services.……	Approx. July 1, 2026

3.0 SCOPE OF SERVICES

Contractor will provide services related to the identification, labeling, collection, transportation, and disposal of hazardous and non-hazardous waste for the City's Generation Division, REP and RPP2 locations on a non-emergency (regular) and emergency response basis. Contractor will perform cleaning of ponds, containments, equipment and areas requiring confined space entry on an as needed basis.

3.1 Wastes to be removed include, but are not limited to:

- Acid cleaning solution (pH <2.5)
- Caustic cleaning solution (pH >11.5)
- High TSS slurry (~30% solids)
- Salt Pellet Filter Tank Solids
- Oily Rags
- Oily Water
- Universal and E-waste
- Waste Oil
- Oil Filters
- Contaminated gravel / soil
- Cleaning solvents and wash water

3.2 Contractor Responsibilities

- Operate in accordance with any local, State and Federal regulation as applicable.
- Review, at least annually, and operate within the parameters of the City's Spill Prevention, Control, and Countermeasure (SPCC) plan and Hazardous Materials Business plan.
- Classify and label all waste materials where applicable.
- Provide all reporting, paperwork, and documentation in accordance with Department of Transportation (DOT) regulations (49 CFR). Refers to all completed forms required to accompany hazardous materials. For example, shipping papers, certificates, emergency response information, or manifests.
- Transport and dispose of all waste to a California Department of Toxic Substances Control (DTSC)/Environmental Protection Agency (EPA) permitted disposal facility.

- Waste reduction and recycling consultation services including, waste minimization plans, Hazardous Material Business Plans, Storm Water Pollution Prevention Plans, and Spill Prevention Control and Countermeasure Plans.

3.3 Service Availability

Regular Service:

Contractor must be able to be onsite at REP/RPP2 to remove waste within 24 hrs. from initial call for regular waste pickup.

Emergency Response Service "Same day":

Contractor must be available 24 hours a day, seven days a week to provide same day emergency response. Contractor must be able to be onsite at REP/RPP2 with equipment & crew within 2 hrs. from initial call for emergency waste pickup.

3.4 Certification

Contractor must be registered with the following entities and carry the listed permits / licenses required by each entity for handling, transporting, and disposing of hazardous waste:

- California EPA
- Federal EPA
- Dept. of Toxic Substances Control (DTSC)
- US Dept of Transportation (DOT)
- Federal Motor Carrier Safety Administration (FMCSA)

3.5 Labor and Training

All Contractor labor, including Sub-contractors if applicable, must be trained to the appropriate level to respond to hazardous and non-hazardous waste removal service calls. Contractor will provide certificates and training records at the request of Roseville Electric Utility staff. Contractor labor personnel include, but are not limited to:

- Operators
- On Site Drivers
- Project Managers
- Technicians
- EH&S Compliance Officers

Contractor is responsible for providing personnel who are trained in all of the required Cal-OSHA regulations for handling waste, and working in an industrial environment. Upon request from City, Contractor will provide evidence of employee training in these areas. These regulations will include, but are not limited to regulations involving the following:

- Personal Protective Equipment
- Fire Protection
- Hazard Communication Programs
- Confined Spaces
- Control of Hazardous Energy

3.6 Equipment and Materials

Contractor must have the capacity to provide all equipment and materials required for onsite spill cleanup and waste removal, including but not limited to the proper separation, containerization, handling, storage, transport, and disposal of waste streams collected. Contractor must have the equipment, personnel, and ability to remove the waste without assistance from the REP/RPP2. This

includes providing sufficient recovery drums with appropriate labeling for containers onsite at REP and RPP2 locations, appropriate packaging, and adequate absorbent material for hazardous waste collected onsite. Acceptable Contractor equipment should consist of, but is not limited to:

- Vacuum Trucks: No Sub-contractors for vacuum trucks. Must have minimum of two 150 Barrel Aluminum (5800 gallon capability) for non-hazardous liquid/sludge weighing > 8.5lb/per gal. Trucks must have carbon filter system attached to truck.
- Pump Trucks: No Sub-contractors for pump trucks. Trucks must have three (3) compartments for pumping different waste streams and have lift gates for removing drummed waste at same time.
- E.R Truck & Trailer: No Sub-contractors for E.R Truck and trailers. Must be fully outfitted for caustic and oil spills, confined space entry.
- Bin Truck and Bins: No Sub-contractors for bin trucks and bins.
- Drum Bob-Tail Truck: 48 drum capacity w/50k GVW weight capacity.
- Wet-Dry Guzzler
- Front loader/ Backhoe/Excavator

3.7 Multiyear Agreements

The initial contract will be from date of award through 5 years. The Consultant receiving the contract award for the initial contract will retain that contract award throughout the life of the contract.

The initial contract will be awarded based on the prices determined through the initial contract negotiation process. The City is willing to re-negotiate out-year pricing (increases and/or decreases) based on market fluctuations. The pricing will be evaluated based on what the City deems to be fair and reasonable pricing. Any requests made by the Consultant for a price increase must be fully documented utilizing an appropriate Consumer or Producer Price Index or other relevant market data to justify a price change. In its request for price increases Consultant shall cite sources, specific conditions, and document how those conditions affect the cost. The City of Roseville is also willing to re-negotiate pricing if it is affected by catastrophic circumstances (example: unforeseen national/world crisis or acts of God).

Price adjustments will not be automatic. They must be mutually agreed upon by both the City and the Consultant. The City will review the proposed pricing and determine if it is allowable, fair, reasonable, and in the best interest of the City to extend the agreement.

4.0 ASSURANCE OF DESIGNATED PROJECT TEAM

Proposer shall assure that the designated project team, including sub-consultants or sub-contractors (if any), is used for this project. Departure or reassignment of, or substitution for, any member of the designated project team, sub-consultant(s) or sub-contractor(s) shall not be made without the prior written approval of the City.

5.0 PROPOSAL FORMAT REQUIREMENTS

Each response to this RFP shall include the information described in this section. Provide the information in the specified order. Failure to include all of the information specified may be cause for rejection. Additional information may be provided, but should be succinct and relevant to the goals of

this RFP. Any additional information that a proposing Consultant wishes to include that is not specifically requested should be included in an appendix to the proposal.

Consultants are encouraged to keep the proposals brief and to the point, but sufficiently detailed to allow evaluation of the project approach. Unauthorized conditions, omissions, limitations or provisions attached to a proposal may render the proposal non-responsive and may cause its rejection.

Proposers are warned against making erasures or alterations of any kind, without initialing each and every such change. Proposals that contain erasures or irregularities of any kind, without such initialing, or omissions, may be rejected.

If provided via regular mail, the proposal should be bound or contained in a loose leaf binder. Document pages shall be 8-1/2 inches by 11 inches in size or folded to such a size. Use section dividers, tabbed in accordance with this section as specified below.

5.1 Cover Letter

A Cover Letter must be included with the following information:

- Title of this RFP
- Name and Mailing Address of Firm (include physical location if mailing address is a PO Box)
- Contact Person, Telephone Number, Fax Number, and Email Address
- A statement that the submitting Consultant will perform the services and adhere to the requirements described in this RFP, including any addenda (*reference the addenda by date and/or number*).

5.2 Signature Requirements

The attached Proposer's Certification (**Attachment A)** shall be executed by an official(s) legally authorized to bind the Consultant which states that the proposal is valid for ninety (90) days. Include the executed copy of the Proposer's Certification under Tab G. Note: This is ninety (90) days following the closing date for the receipt of all proposals.

- Proposals submitted on behalf of a Partnership shall be signed in the firm name by a partner or the Attorney-in-Fact. If signed by the Attorney-in-Fact, there shall be attached to the proposal a Power-of-Attorney evidencing authority to sign proposals, dated the same date as the proposal and executed by all partners of the firm.
- Proposals which are submitted on behalf of a Corporation shall have the correct corporate name thereon and the actual signature of the authorized officer of the corporation written (not typed) below the corporate name. The title of the office held by the person signing for the corporation shall appear below the signature of the officer.
- Proposals which are submitted on behalf of a Limited Liability Company ("LLC") shall be signed by the person or persons authorized to bind the LLC under the LLC's articles of organization.
- Proposals which are submitted by an Individual Doing Business under a firm name ("dba") shall be signed in the name of the individual doing business under the proper firm name and style.

5.3 TAB A: Firm's Qualifications

Provide a statement of your firm's qualifications for performing the requested services detailed in each section of the Scope of Services (3.1 – 3.6). Identify the services and/or equipment that would

be completed and/or provided by your firm's staff and those that would be completed and/or provided by Sub-contractors, if any. Identify any sub-consultants or sub-contractors you propose to utilize to supplement your firm's staff. Include the firm's organizational chart, including its constituent parts, and size variation of staffing levels in the past five (5) years

5.4 TAB B: Experience and References

Provide a summary of your firm's experience in providing these or similar services. Provide a minimum of three (3) references for projects or services similar in nature and scope that your firm's team members have completed in the last five (5) years. Include brief descriptions of the projects, dates, client names and contact persons' names, addresses and telephone numbers. Public sector references are preferred.

5.5 TAB C: Qualifications of Team

Provide a brief summary of the role, qualifications and experience of each team member and designated project manager/lead assigned to this project, including length of service with the firm and the qualifications/experience of any sub-consultant or sub-contractor staff on your project team. A project team organizational diagram and brief resume of each team member and the designated project manager/lead for each applicable category shall be included. The geographic location of the firm and key personnel shall also be identified. Any proposed sub-consultants or sub-contractors shall be listed. Include sub-consultant's and sub-contractor's assigned task(s) and experience. Full resumes may be included in the appendix.

5.6 TAB D: Project Understanding

Based on the available information, supplemental research, field observations, and experience with similar projects, provide a narrative describing your understanding of the services requested in this RFP, your general approach and any major challenges to achieving the City's stated goals. Include any issues that you believe will require special consideration for this project. Also identify any unique approaches or strengths that your firm may have related to this project. City staff will assess your understanding of all aspects of the project based on the overview.

5.7 TAB E: Project Plan

Provide a detailed discussion of your firm's approach to the successful implementation of this project. Include thorough discussions of methodologies you believe are essential to accomplishing this project. Include a proposed work schedule to accomplish all of the required tasks within the desired timeline. Identify the staff who would be assigned to each task, including sub-consultants and sub-contractors. List any necessary equipment, training or installation services required.

5.8 TAB F: Safety Program

Provide a copy of your firm's safety program. Additionally, provide the following supplemental data:

- Your firm's experience modification rate ("Ex-Mod"). If your firm is currently rated between a 1.0 and 1.25, include an explanation. Firms above a 1.0 may not receive any or full credit for the safety component of the RFP evaluation scoring. If your firms rating is greater than a 1.25, you may be unqualified for consideration of award of this contract.
- A listing of all OSHA citations and descriptions of each.
- Incident rates for the last three years.

5.9 TAB G: Cost Proposal

Provide a cost proposal with breakdown for all labor (by hour), transportation (by hour and vehicle type), and disposal costs of hazardous and non-hazardous waste. The costs shall be broken down into the following categories on a per unit basis. An estimate only of the volume for each category for disposal is included. This is not a guaranteed volume.

- Non-Hazardous Waste (Including Sampling & Analytical costs) – 40,000 gallons
- Non-RCRA Hazardous Waste Liquid – 10,000 gallons
    - RO Water (per gallon): pH between 4-9 & 0-75k mg/l -"TDS"
    - RO Slurry (per gallon): <30% TSS Slurry
    - RO Slurry (per gallon): >30% TSS Sludge
    - Brine Tank (per gallon): >80% solids
- Non-RCRA Hazardous Waste Solids – 1, 15-gallon drum of oils rags/month
- RCRA Hazardous Waste – 5,000 gallons

The submitted proposal shall also include per unit costs of material such as:

- Absorbent Sweep
- Absorbent "pigs"
- Absorbent pads
- Spill drums

5.10 TAB H: Required Statements/Documents

Include statements of assurance regarding the following requirements in the proposal:

- Non-substitution for the designated members of the team without approval by City staff **(Section 4.0)**
- The absence of a conflict of interest **(Section 9.4)**
- Indicate your ability and agreement to fulfill the indemnification and insurance requirements contained in the sample contract **(Section 9.7)**. (Please note that actual certificates of insurance are not required as part of your submittal.)
- A statement that nothing contained in the submitted proposal will be proprietary. (**Section 9.23**)

Submit the following documents with proposal:

- Proof of registration with California Secretary of State. **Note:** All proposers must be registered with the Secretary of State or have a valid exemption by the time of award.
- Executed copy of Proposer's Certification (**Attachment A**)
- Levine Act Disclosure Statement Form (**Attachment B**)
- Contractor Licenses (Attachment C)
- Subcontractor List (Attachment D)
- Executed copy of Non-collusion Declaration (**Attachment** F)

5.11 TAB I: Exceptions

Describe any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Sample Contract (**Attachment E**). The nature and scope of your proposed exceptions may negatively affect the evaluation of your submittal and the City's determination of whether it is possible to successfully negotiate a contract with your firm.

5.12 TAB J: Competency of Proposers

The City wants to ensure that the successful Consultants has the necessary facilities, ability, experience, and financial resources to provide the services specified herein in a satisfactory and timely manner. Please list and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract with your firm for breach, and if so, please explain. Also, furnish a statement of financial resources demonstrating that the Consultant has the ability to maintain a staff of regular employees, sub-consultants or sub-contractors adequate to insure continuous performance of work, and demonstrating that the equipment for the work contemplated is sufficient, adequate and suitable.

6.0 SUBMITTAL INSTRUCTIONS

6.1 Your submittal package shall include the following:

- **One (1) original and four (4) printed copies** of your proposal; and
- **One (1) electronic copy** of your proposal in PDF format on CD, flash drive or other electronic media

OR

If submitting your proposal via electronic mail, then send one (1) copy of the proposal to cityclerkroseville@roseville.ca.us. The file size limit is 25 megabytes.

6.2 Proposals shall be submitted not later than the time and date indicated on the cover page of this RFP. If mailing the proposal, then it shall be submitted in a sealed envelope or container and clearly marked with the RFP title on the outside of the parcel. **Complete and attach the "Sealed Proposal" label (Attachment H) to the outside of the envelope or package containing your proposal.**

6.3 If submitting electronically to cityclerkroseville@roseville.ca.us, please keep attachments under 25mb and do not include a compressed file (zip, rar, etc) as these may not be properly delivered. Once the email is sent with the proposal attached, please send an additional email to the same email address with no attachments letting the City Clerk know that the proposal was sent in a separate email. This will allow the City Clerk to confirm if the proposal email with attachments was received or not to help avoid emails and/or attachments being blocked and the City Clerk not knowing they were potentially blocked.

6.4 If submitting electronically, please include "RFP 07-121" at a minimum in all email subject line correspondence.

6.5 Proposals shall be delivered to:

City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678

Or electronically mailed to: cityclerkroseville@roseville.ca.us

6.6 The City shall not be responsible for proposals delivered to a person or location other than that specified herein.

6.7 Postmarks will not be accepted and proposals received after the deadline date and time will not be accepted or considered. **No exceptions.**

6.8 The City reserves the right to waive minor defects and/or irregularities in proposals, and shall be the sole judge of the materiality of any such defect or irregularity.

6.9 All costs associated with proposal preparation shall be borne by the proposer.

6.10 Department of Industrial Relations Contractor Registration: No contractor or subcontractor may be listed on a proposal for or work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. The Contractor shall provide proof of current registration with the Department of Industrial Relations for both itself and all listed subcontractors with their proposal. The Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

7.0 EVALUATION CRITERIA

The following evaluation criteria and rating schedule will be used to determine the most highly qualified firm(s).

Evaluation Criteria	**Maximum Points Possible**
A. Experience and qualifications of firm and proposed staff/sub-consultants/sub-contractors (per Sections 5.3 - 5.5)	25
B. Understanding of the Project – Proposed Project Plan (per Section 5.6 – 5.7)	25
C. Firm's Safety Program (per Section 5.8)	25
D. Proposed Cost (per Section 5.9)	25
Total Possible Points:	**100**

8.0 SELECTION PROCESS

8.1 Award of the RFP shall be made to the responsible proposer whose proposal is determined, through a formal evaluation panel process, to be the most advantageous to the City after the evaluation panel has taken into consideration the evaluation factors set forth in the RFP. A master averaged score sheet shall be created based on the evaluation panel's initial evaluation. Proposals shall be scored according to the criteria stated in the RFP.

8.2 Proposals submitted will be reviewed by a selection committee. Consultants that have submitted the best and most complete proposals may be invited to an interview. The number of Consultants invited to an interview may vary depending upon the number of proposals submitted.

8.3 Should the City elect to conduct interviews with any proposers, the following criteria shall be considered and each proposer ranked by the evaluation panel during the interview process: a) Quality of presentation, b) Ability to meet the City's business goals, c) Communication style.

8.4 The City reserves the right to make a selection after review of the proposals without oral interviews; therefore, the proposal should be submitted initially on the most favorable terms that the Consultant might propose.

8.5 A contract will be negotiated with the Consultant considered best meeting the City's need for this project. In the event a mutually satisfactory contract cannot be negotiated with the City's first choice, negotiations may be terminated and commenced with the Consultant considered next best in meeting the City's needs for this particular project.

8.6 The selected Consultant will be required to execute a City prepared contract. The contract may further refine the scope of services and will provide for the terms and conditions of employment.

8.7 The award of any contract is expressly contingent upon City Council approval and the availability of funds. City staff may not legally bind the City to a contract.

8.8 The City reserves the right to reject any or all proposals, or to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful Consultant(s). In the case of differences between written words and figures in a proposal, the amount stated in written words shall govern. In the case of a difference in unit price versus the extended figure, the unit price shall govern.

8.9 The City reserves the right to seek clarification on any or all proposal submittals to ensure the RFP specifications are met. Proposals may be rejected from any proposer who does not comply with the City's request for clarification.

8.10 Once a decision has been made to award the contract, then a formal notice of the intent to award to the recommended proposer(s) shall be made by the Department.

8.11 A City of Roseville business license as well as all applicable permits, licenses and certifications required by local, state or federal law are required before the award of contract.

9.0 GENERAL TERMS & CONDITIONS

9.1 Standard Contract

Upon completion of the evaluation and recommendation for award, the selected Consultant will be required to execute an agreement prepared by the City, a sample of which is included as **Attachment E**.

9.2 Independent Contractor

At all times the Consultant shall represent himself/herself to be an independent contractor offering such services to the general public and shall not represent himself/herself, or his/her employees, to be an employee of the City. Therefore, the Consultant shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the City, its officers, agents, and employees, harmless from and against, any and all loss, cost (including attorneys' fees), and damage of any kind related to such matters.

9.3 Non-Appropriation

The City may terminate any resulting contract at the end of any fiscal year, June 30th, without further liability other than payment of debt incurred during such fiscal year, should funds not be appropriated by its governing body to continue services for which the contract was intended.

9.4 Conflict of Interest

The Consultant shall warrant that no official or employee of the City has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the City. Consultants submitting a proposal in response to this RFP must disclose any actual, apparent, direct, indirect, or potential conflicts of interest that may exist with respect to the Consultant or the Consultant's management or employees relative to the services to be provided to the City. Conflict of interest issues may require consultation with legal counsel. If a Consultant has no conflicts of interest, a statement to that effect must be included in the proposal. Violation of this section shall be a material breach of the contract entitling the City to any and all remedies by law or in equity.

9.5 Undue Influence

The Consultant shall warrant via an executed Proposer's Certification (**Attachment A**) that no undue influence or pressure is used against or in concert with any officer or employee of the City in connection with the award or terms of the contract that will be executed as a result of this RFP, including any method of coercion, confidential financial arrangement or financial inducement. No officer or employee of the City shall receive compensation, directly or indirectly, from the Consultant, or from any officer, employee or agent of the Consultant, in connection with the award of the contract or any work to be conducted as a result of this RFP. Violation of this section shall be a material breach of the contract entitling the City to any and all remedies by law or in equity.

9.6 Non-Collusion

Consultant submitting proposals shall warrant via an executed Proposer's Certification (**Attachment A**) that their offer is made without any previous understanding, agreement or connection with any person, firm or corporation submitting a separate proposal for the same project and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action. This condition shall not apply to proposals which are submitted by firms who have partnered with others to submit a cooperative proposal that clearly identifies a primary consultant and the associated sub-consultants or sub-contractors. Proposers shall also submit a properly completed and executed "Non-collusion Declaration" which is attached as **Attachment F**. Additionally, the Contractor shall provide a completed Levine Act Disclosure Statement Form (**Attachment B**). A party to a proceeding before an agency involving a license, permit, or other entitlement for use, including contracts not competitively bid and awarded to the lowest

responsible bidder with a responsive bid shall disclose on the record of the proceeding any contribution in an amount of more than two hundred fifty dollars ($250) made within the preceding 12 months by the party or the party's agent to a City official/campaign. (Gov. Code, § 84308.) For additional information: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

9.7 Indemnification & Insurance Requirements

The City's standard indemnification and insurance requirements are provided in the sample contract, included in **Attachment E**. All costs of complying with the insurance requirements shall be as included in your pricing. The selected Consultant shall provide complete and valid insurance certificates within ten (10) days of the City's written request. Failure to provide the documents within the time stated may result in rejection of the Consultant's proposal. If a proposer takes exception to the indemnification and insurance requirements, then the nature and scope of the proposed exceptions may negatively affect the evaluation of that proposer's submittal and the City's determination of whether it is possible to successfully negotiate a contract with that firm. Submitting exceptions are at the proposer's own risk.

9.8 Cost of Preparing Proposal

The City will not pay any costs incurred by any Consultant in preparing or submitting a proposal in response to this RFP.

9.9 Proposals Property of the City

All documents or materials submitted with or in conjunction with any proposal, including but not limited to electronic files, shall become the property of the City after the proposal submission deadline. No submission documents will be returned. During negotiations, the scope of services may be amended by the City and negotiated based upon ideas provided by other proposers or any other source.

9.10 Proposals are Public Records

All proposals submitted are subject to the public disclosure requirements under the laws of the State of California, unless the City identifies and exercises a right or obligation to exempt any record from public disclosure. However, proposals will not be disclosed until negotiations are complete and a recommendation for selection and award is made.

9.11 Protests

(a) Protest Requirements

(1) Any proposer who is aggrieved in connection with the solicitation or award of a contract may file a protest with the City Clerk's office. The protest must be received in writing by the City Clerk's office within seven (7) calendar days after such aggrieved proposer 1) knows or should have known of the facts giving rise thereto or 2) the date of the notice of intent to award, whichever is sooner. In no event shall a protest be allowed after an award has been made by City Council. If the seventh calendar day falls on a weekend or City holiday, the protesting party may submit the protest prior to close of business on the first business day following such weekend or holiday. Failure to submit a timely protest shall bar consideration of a protest.

(b) Grounds for Protest

(1) The alleged grounds for protest shall be limited to the following: (a) computation errors, (b) violations of local, state, or federal law, or (c) the City failed to follow the procedures specified in this Policy.
(2) The protest shall state all grounds claimed for the protest and include supporting documentation. Failure to clearly state the grounds for the protest and provide supporting documentation shall be deemed a waiver of all protest rights.

(c) Administrative Review

Upon receipt of the protest and after determining the protest was properly filed, the Department Director shall provide a copy of the protest to other proposers who might become aggrieved as a result of the protest and issue a written decision within fourteen (14) calendar days after receipt of the protest. The protest will be evaluated by the Department Director, the City Attorney's Office, and the Purchasing Manager. The protesting proposer shall promptly provide any information requested by City staff as part of such investigation. The decision shall either deny or uphold the protest and include reasons for the decision. The written decision shall be final.

(d) Stay of Action During a Protest

In the event a protest is filed under Section 10.11, the City shall not proceed further with the award of the contract until the protest is resolved, unless:

(1) The City Manager or designee makes a determination that the award of the contract without delay is necessary to protect a substantial interest of the City, or
(2) The City decides to reject all proposals and issue a new RFP.

9.12 Rejection of RFP

The City reserves the right to reject any or all proposals, to waive defects or irregularities in any proposal or in the RFP process, and to offer to negotiate or contract with any Consultant in response to any RFP. This RFP does not constitute any form of offer to contract.

9.13 Multiple Awards

The City reserves the right to award the contract to multiple contractors when applicable.

9.14 Increasing/Decreasing Portions of RFP

The City reserves the right to increase or decrease the amount of any portions of the work represented in the RFP and/or to omit portions of said work, as may be deemed necessary by the City.

9.15 Rejection as Non-Responsive

Proposals may be rejected as non-responsive at the City's sole discretion if there are alterations of form, the proposal is conditional or the proposal is incomplete.

9.16 Modifying RFP

The City reserves the right to modify any portion of, or to postpone or cancel this RFP at any time, and/or reject any and all submissions without indicating any reason.

9.17 If no proposal is accepted:

The City may elect to have the services performed in some other manner.

9.18 Rejecting Team Members, Firms or Sub-consultants

The City reserves the right to reject individual team members, firms, sub-consultants or sub-contractors and request substitution prior to contract award.

9.19 Local Business, Small Business, Minority and Women Owned Business

Although no preferences will be given, the City highly encourages submission of proposals by local businesses, by small business owners, and by minority and women-owned businesses

9.20 Withdrawal of Proposals

Proposals may be withdrawn prior to the date and time specified for proposal submission with a formal written notice by an authorized representative of the proposer delivered to the City Clerk's Office. Proposals submitted will become property of the City after the proposal submission deadline.

Proposals may not be withdrawn for ninety (90) days after the due date unless the City enters into a contract with another Consultant prior to the expiration of that ninety (90) day period.

9.21 Prohibited Transmittals

No telephone or facsimile proposals will be accepted. If a photocopy is submitted, the proposal must be signed in ink.

9.22 Proposal Postponement and Amendment

The City reserves the right to revise or amend the RFP or specifications up to the time set for opening of the proposals. Such revisions and amendments, if any, shall be announced by amendments to this RFP through the City's web site. Copies of such amendments shall be furnished to all prospective proposers. Prospective proposers are defined as those proposers who have registered and are on the City's RFP list for this service. If revisions and amendments require changes in quantities, prices or scope of services, the date set for opening of the proposals may be postponed by such number of days as in the opinion of the City shall enable proposers to revise their proposals. Proposals which fail to acknowledge a substantive addendum to the RFP, as determined by the City Attorney's Office, on the City supplied addendum form will be rejected as non-responsive. Any revisions or amendments to the RFP will become incorporated into any contract awarded pursuant to the RFP.

9.23 Proprietary Information

Proposers submitting a proposal in response to this RFP must provide a statement that nothing contained in the submitted proposal will be proprietary. However, if a proposer desires to claim a privilege against public disclosure for a trade secret or other proprietary information, such information must be submitted with the proposal in a separate envelope marked "confidential." The City Attorney's Office will determine if the information is in fact proprietary, based on state and federal law. Note that under California law, a price proposal to a public agency is not a trade secret. The Consultant shall defend, indemnify and hold harmless the City regarding any claim by any third party for the public disclosure of the "confidential" portion of the proposal.

9.24 Right to Request Additional Information

During the evaluation process, the City reserves the right, where it may serve the best interests of the City, to request additional information and clarifications from proposers. Such information will be requested in writing to the specific proposer. This information will become a part of the original proposal submitted by the specific proposer and will be used by the City in evaluating

the proposal and will not be shared with other proposers during the evaluation and negotiation process.

9.25 Modification of Proposals

Modification of a proposal already received will be considered only if the modification is received prior to the deadline date for receiving proposals. All modifications shall be made in writing, executed, and submitted in the same form and manner as the original proposal.

9.26 Examination of Contract Documents

Each proposer shall thoroughly examine and be familiar with the terms of this RFP, the sample contract attached as **Attachment** E, legal and procedural documents, general conditions, specifications, and addenda (if any), which will constitute the contract documents. Submission of a proposal shall constitute acknowledgement, upon which the City may rely, that the proposer has thoroughly examined and is familiar with the contract documents. Failure or neglect of a proposer to receive or examine any of the contract documents shall in no way relieve the proposer of any obligation with respect to their proposal or to the contract. No claim for additional compensation will be allowed which is based upon lack of knowledge of any contract document.

9.27 Non-Discrimination

The City maintains various policies related to contractual service providers. Among these is an anti-discrimination policy, which requires that the City's contractors not discriminate in hiring on the basis of gender, race, religion, sexual orientation, medical condition, and all other categories protected by law. Upon acceptance of a proposal, the City may request that the selected Consultant sign a statement affirming its compliance with this policy.

9.28 No Assignment or Modifications

This awarded contract is to be binding on the successors and assigns of the parties hereto. The services called for herein are deemed unique and except as provided herein Consultant shall not assign, transfer, subcontract, or otherwise substitute its interest in the agreement or any of its obligations herein without the written consent of the City. The Agreement may be modified only by a written amendment signed by the parties.

9.29 Bankruptcy

Upon filing for any bankruptcy or insolvency proceeding whether voluntary or involuntary, or upon the appointment of a receiver, trustee, or assignee for the benefit of creditors, the Consultant must notify the City immediately. Upon learning the actions herein identified, the City reserves the right, at its sole discretion, to cancel the contract.

9.30 Debarment

Consultant certifies that Consultant, its employees, directors, officers, agents, subcontractors, vendors, consultants, and volunteers are not presently debarred, excluded, suspended, declared ineligible, voluntarily excluded, or proposed for debarment, exclusion, suspension or ineligibility by any federal, state, or local department or agency.

10.0 ATTACHMENTS

Index of Attachments Included in this RFP Below:

Attachment A: Proposer's Certificate
Attachment B: Levine Act Disclosure Statement
Attachment C: Contractor Licenses
Atatchment D: Subcontractor List
Attachment E: Sample Contract
Attachment F: Non-collusion Declaration
Attachment G: Assembly Bill No. 626
Attachment H: Proposal Seal

Attachments to be Provided by Vendor:
Attachment I: California Secretary of State Registration

Attachment A

PROPOSER'S CERTIFICATION

I hereby propose to furnish the goods or services specified in the Request for Proposals ("RFP"). I agree that my proposal will remain firm for a period of up to ninety (90) days in order to allow the City of Roseville ("City") adequate time to evaluate the qualifications submitted.

I have carefully examined the Request for Proposals and any other documents accompanying or made a part of this RFP. The information contained in this proposal is true and correct to the best of my knowledge and is signed under penalty of perjury under the laws of the State of California. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its authorized agent and that the firm is ready, willing and able to perform if awarded the contract.

I further certify that this proposal is made without prior understanding, agreement, connection, discussion, or conspiracy with any other person, firm or corporation submitting a proposal for the same product or service; that this proposal is fair and made without outside control, collusion, fraud or illegal action; that no officer, employee or agent of the City or any other proposer is financially interested in said proposal; that no undue influence or pressure was used against or in concert with any officer, employee or agent of the City in connection with the award or terms of the contract that will be executed as a result of this RFP; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

_____
NAME OF BUSINESS

_____
SIGNATURE

_____
NAME & TITLE, TYPED OR PRINTED

_____
MAILING ADDRESS

_____
TELEPHONE NUMBER

_____
EMAIL

Type of Organization:

____ Sole Proprietorship ____ Corporation ____ State of Incorporation

_____ Partnership ____Limited Liability Company

Attachment B

LEVINE ACT DISCLOSURE STATEMENT

(The completed form submitted to the City of Roseville is a public record.)

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any "Officer" (elected or appointed officer, any alternate thereto, and any candidate for elective office) from participating in any consideration or action related to a proceeding if they receive political contribution(s) from a party, or its agent(s), totaling more than $250 within the previous twelve (12) months, while a proceeding is pending, and for twelve (12) months following the date of a final decision in a proceeding concerning a license, permit, other entitlement for use, franchise, or contract (collectively "license, permit, or contract"). For additional information: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

City Officers are listed at the following sites:

- The Members of City Council - https://www.roseville.ca.us/government/city_council/meet_council
- Boards & Commission Members - https://www.roseville.ca.us/government/boards_commissions

Parties and their Agents are responsible for reviewing and disclosing their applicable contributions to City Officers on the record of a proceeding.

1. Have you or your entity, or any agent on behalf of you or your entity, made any political contribution(s) totaling more than $250 to any City Officer in the twelve (12) months preceding the date of the submission of your license, permit, or contract, or the anticipated date of any City Council, Board, or Commission consideration or action related to this license, permit, or contract?

YES _____ NO _____

If yes, please identify the City Officer(s):_____

2. Do you or your entity, or any agent on behalf of you or your entity, anticipate or plan to make any political contribution(s) totaling more than $250 to any City Officer in the twelve (12) months following any City Council, Board, or Commission consideration or action related to this license, permit, or contract?

YES _____ NO _____

If yes, please identify the City Officer(s):_____

Answering yes to either of the two questions above does not preclude the City of Roseville from considering and/or taking action on a license, permit, or contract. It does, however, potentially preclude the identified City Officers from participating in consideration of and in taking any actions related to the license, permit, or contract. Please accurately complete and sign this form, under the penalty of perjury:

_____	_____	_____
(Date)	(Printed Name/Title of Authorized Representative)	(Name of business/legal entity)

_____

(Signature)

You must submit a supplemental form if you make any new reportable contribution(s) while the contract, license, permit, or other entitlement is being considered. If this form has not previously been submitted in connection with a contracting, licensing, entitlement or permitting process, please provide the completed form to the Office of the City Clerk for appropriate departmental routing, at: City Clerk, 311 Vernon St., Roseville, CA 95678, CityClerkRoseville@roseville.ca.us

LEVINE ACT DISCLOSURE STATEMENT

(The completed form submitted to the City of Roseville is a public record.)

Term	Definition	Law
Covered "proceedings"	A proceeding to grant, deny, revoke, restrict, or modify a license, permit or other entitlement for use, that does not solely involve purely ministerial decisions and is: (1) Applied for by the party; (2) Formally or informally requested by the party; or (3) A contract between the agency and the party or a franchisee granted by the agency to the party, other than a contract that is **competitively bid**, a **labor contract**, or a **personal employment contract**.	FPPC Reg 18438.2(a)
Party	Any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.	Gov. Code 84308(a)(1)
Participant	Any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision. A person actively supports or opposes a particular decision in a proceeding if that person lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.	Gov. Code 84308(a)(2) FPPC Reg 18438.4
Agent	A person who represents a party or participant for compensation and appears before or otherwise communicates with the governmental agency for the purpose of influencing the pending proceeding. See FPPC Reg 18438.3 for exceptions for certain consultants.	FPPC Reg 18438.3
Competitively Bid	A contract required by law to be awarded to the lowest responsible bidder with a responsive bid, or, if the successful bidder refuses or fails to execute the contract, to the next lowest bidder with a responsive bid.	FPPC Reg 18438.2(a)(3)(A)
Labor Contract	A contract or agreement reached through collective bargaining or with a representative group regarding the salary, benefits, or terms and conditions under an employment or retirement policy for employees or retirees, including a project labor agreement entered under Public Contract Code Section 2500.	FPPC Reg 18438.2(a)(3)(B)
Personal Employment Contract	A contract for employment, including the terms and conditions of employment, between the agency and an agency employee. A contract with an independent contractor is NOT a personal employment contract.	FPPC Reg 18438.2(a)(3)(C)-(D)

A **party** to a proceeding before an agency involving a license, permit, or other entitlement for use **shall disclose on the record of the proceeding** any contribution in an amount of more than two hundred fifty dollars ($250) made within the preceding 12 months by the party or the party's agent.

A **party**, **or agent to a party**, to a proceeding involving a license, permit, or other entitlement for use pending before any agency or a participant, or agent to a participant, in the proceeding **shall not make a contribution** of more than two hundred fifty dollars ($250) to any officer of that agency during the proceeding and for 12 months following the date a final decision is rendered by the agency in the proceeding.

(Gov. Code, § 84308, emphasis added.)

Attachment _C__

CONTRACTOR LICENSES

List the licenses held by your company and/or employees. The following representations are made under penalty of perjury:

CA State Lic. No.	Name on License	Class/Type	Expiration Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you have a City of Roseville Business License? Yes____ No____

License #_____

***For Public Works Projects (SB854)**: Contractors must register with the Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5. The Contractor shall provide proof of current registration with the Department of Industrial Relations for both itself and all listed subcontractors with their proposal. Contractors may register at: http://www.dir.ca.gov/public-works/publicworks.html

DIR contractor registration number and expiration date:

*_____

Attachment _D__

SUBCONTRACTOR LIST

If subcontractors will not be used, proposer must write "NONE". For construction contracts, in accordance with the Public Contract Code, Part 1, Chapter 4, Subletting and Subcontracting, Contractors must list the name and business address of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, or who will specially fabricate and install a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of one percent (0.5%) of the prime contractor's total bid, or in the case of bids or offers for the construction of streets and highways, including bridges, in excess of one-half of one percent (0.5%) of the prime contractor's total bid or ten thousand dollars ($10,000) whichever is greater.

Company Name _____

Principal _____

Address _____

City _____

Phone _____

Job capacity _____

Percentage of total work _____

Licenses and numbers _____

DIR Contractor Registration Number & Expiration Date _____

Company Name _____

Principal _____

Address _____

City _____

Phone _____

Job capacity _____

Percentage of total work _____

Licenses and numbers _____

DIR Contractor Registration Number & Expiration Date _____

Company Name _____

Principal _____

Address _____

City _____

Phone _____

Job capacity _____

Percentage of total work _____

Licenses and numbers _____

DIR Contractor Registration Number & Expiration Date _____

Company Name _____

Principal _____

Address _____

City _____

Phone _____

Job capacity _____

Percentage of total work _____

Licenses and numbers _____

DIR Contractor Registration Number & Expiration Date _____

Company Name _____

Principal _____

Address _____

City _____

Phone _____

Job capacity _____

Percentage of total work _____

Licenses and numbers _____

DIR Contractor Registration Number & Expiration Date _____

Attachment E

SAMPLE CONTRACT

Please download Attachment E – Sample Contract from PublicPurchase

Attachment F

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

_____

(Signature of Declarant)

Assembly Bill No. 626

CHAPTER 810

An act to add and repeal Section 9204 of the Public Contract Code, relating to public contracts.

[Approved by Governor September 29, 2016. Filed with Secretary of State September 29, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

AB 626, Chiu. Public contracts: claimresolution.

Existing law prescribes various requirements regarding the formation, content, and enforcement of state and local public contracts. Existing law applicable to state public contracts generally requires that the resolution of claims related to those contracts be subject to arbitration. Existing law applicable to local agency contracts prescribes a process for theresolution of claims related to those contracts of $375,000 or less.

This bill would establish, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project. The bill would define a claim as a separate demand by the contractor for one or more of the following: a time extension for relief from damages or penalties for delay, payment of money or damages arising from work done pursuant to the contract for a public work, or payment of an amount disputed by the public entity, as specified.

This bill would require a public entity, defined to exclude certain state entities, upon receipt of a claim sent by registered or certified mail, to review it and, within 45 days, provide a written statement identifying the disputed and undisputed portions of the claim. The bill would authorize the 45-day period to be extended by mutual agreement. The bill would require any payment due on an undisputed portion of the claim to be processed within 60 days, as specified. The bill would require that the claim be deemed rejected in its entirety if the public entity fails to issue the written statement.

This bill would authorize, if the claimant disputes the public entity's written response of if the public entity fails to respond to a claim within the time prescribed, the claimant to demand to meet and confer for settlement of the issues in dispute. The bill would require any disputed portion of the claim that remains in dispute after the meet and confer conference to be subject to nonbinding mediation, as specified. The bill would provide that unpaid claim amounts accrue interest at 7% per annum. The bill would prescribe a procedure by which a subcontractor or lower tier contractor may make a claim through the contractor.

This bill would require the text of these provisions, or a summary, to be set forth in the plans or specifications for any public work which may give rise to a claim. The bill would specify that a waiver of these rights is void and contrary to public policy, except as specified. The bill would also specify that it does not impose liability on a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.

By increasing the duties of local agencies and officials, this bill would impose a state-mandated local program.

This bill would, on January 1, 2020, repeal the provision establishing the claim resolution process.

This bill would specify that these provisions constitute a matter of statewide concern.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates

determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

The people of the State of California do enact as follows:

SECTION 1. Section 9204 is added to the Public Contract Code, to read: 9204. (a) The Legislature finds and declares that it is in the best interests of the state and its citizens to ensure that all construction business performed on a public works project in the state that is complete and not in dispute is paid in full and in a timely manner.

(b) Notwithstanding any other law, including, but not limited to, Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2, Chapter 10 (commencing with Section 19100) of Part 2, and Article 1.5 (commencing with Section 20104) of Chapter 1 of Part 3, this section shall apply to any claim by a contractor in connection with a public works project.

(c) For purposes of this section:

(1) "Claim" means a separate demand by a contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following:

(A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by a public entity under a contract for a public works project.

(B) Payment by the public entity of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract for a public works project and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled.

(C) Payment of an amount that is disputed by the public entity.

(2) "Contractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who has entered into a direct contract with a public entity for a public works project.

(3) (A) "Public entity" means, without limitation, except as provided in subparagraph (B), a state agency, department, office, division, bureau, board, or commission, the California State University, the University of California, a city, including a charter city, county, including a charter county, city and county, including a charter city and county, district, special district, public authority, political subdivision, public corporation, or nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency.

(B) "Public entity" shall not include the following:

(i) The Department of Water Resources as to any project under the jurisdiction of that department.

(ii) The Department of Transportation as to any project under the jurisdiction of that department.

(iii) The Department of Parks and Recreation as to any project under the jurisdiction of that department.

(iv) The Department of Corrections and Rehabilitation with respect to any project under its jurisdiction pursuant to Chapter 11 (commencing with Section 7000) of Title 7 of Part 3 of the Penal Code.

(v) The Military Department as to any project under the jurisdiction of that department.

(vi) The Department of General Services as to all other projects.

(vii) The High-Speed Rail Authority.

(4) "Public works project" means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.

(5) "Subcontractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who either is in direct

contract with a contractor or is a lower tier subcontractor.

(d) (1) (A) Upon receipt of a claim pursuant to this section, the public entity to which the claim applies shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, a public entity and a contractor may, by mutual agreement, extend the time period provided in this subdivision.

(B) The claimant shall furnish reasonable documentation to support the claim.

(C) If the public entity needs approval from its governing body to provide the claimant a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the public entity shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the claimant a written statement identifying the disputed portion and the undisputed portion.

(D) Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, paragraph (3) shall apply.

(2) (A) If the claimant disputes the public entity's written response, or if the public entity fails to respond to a claim issued pursuant to this section within the time prescribed, the claimant may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute.

(B) Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the claimant sharing the associated costs equally. The public entity and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third partyto mediate with regard to the disputed portion of the claim. Each party shallbear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

(C) For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board , in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

(D) Unless otherwise agreed to by the public entity and the contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.

(E) This section does not preclude a public entity from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program, if mediation under this section does not resolve the parties' dispute.

(3) Failure by the public entity to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.

(4) Amounts not paid in a timely manner as required by this section shall bear interest at 7 percent per annum.

(5) If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against a public entity because privity of contract does not exist, the contractor may present to the public entity a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to the public entity shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the contractor shall notify the subcontractor in writing as to whether the contractor presented the claim to the public entity and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

(e) The text of this section or a summary of it shall be set forth in the plans or specifications for any public works project that may give rise to a claim under this section.

(f) A waiver of the rights granted by this section is void and contrary to public policy, provided, however, that (1) upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable; and (2) a public entity may prescribe reasonable change order, claim, and dispute resolution procedures and requirements in addition to the provisions of this section, so long as the contractual provisions do not conflict with or otherwise impair the timeframes and procedures set forth in this section.

(g) This section applies to contracts entered into on or after January 1, 2017.

(h) Nothing in this section shall impose liability upon a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.

(i) This section shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date.

SEC. 2. The Legislature finds and declares that it is of statewide concern to require a charter city, charter county, or charter city and county to follow a prescribed claims resolution process to ensure there are uniform and equitable procurement practices.

SEC. 3. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

Attachment H

SEALED PROPOSAL

CITY OF ROSEVILLE CALIFORNIA

IMPORTANT

NOTICE TO PROPOSER

The envelope containing your proposal **MUST** have:
1. Your name and address in the **UPPER** left corner.
2. This label on the **LOWER** left corner.

RFP NAME

_____

PROPOSAL DUE DATE

_____

PROPOSAL DUE TIME

_____A.M.____P.M.

PROPOSAL FOR

_____

TIME SENSITIVE. DELIVER TO CITY CLERK IMMEDIATELY.

Roseville Electric Utility - Generation Division
Hazardous & Non-Hazardous Waste Disposal



City of Roseville

Request for Proposals RFP 07-121

Due March 31, 2026

ACT enviro

REPUBLIC SERVICES

ADVANCED CHEMICAL TRANSPORT, LLC

6940 Tremont Road
Dixon, CA 95620
T: 800.559.3274

6940 Tremont Road
Dixon, CA 95620
T 800.559.3274

COVER LETTER

March 30, 2026

City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678

RE: RFP 07-121 - Roseville Electric Utility | Generation Division Hazardous & Non-Hazardous Waste Disposal

Dear City of Roseville Selection Committee,

The City of Roseville depends on uninterrupted, compliant waste management to support the safe and reliable operation of (City) its Generation facilities, and as the incumbent contractor, Advanced Chemical Transport LLC (dba ACTenviro), a Republic Services Company has consistently delivered that outcome, on the ground, and on-call.

ACTenviro is pleased to submit our proposal in response to RFP 07-121 - Roseville Electric Utility, Generation Division Hazardous & Non-Hazardous Waste Disposal. Our proposal is grounded in direct, hands-on experience supporting the City's Generation Division, a clear understanding of REP and RPP2 operational demands, and a renewed commitment to responsiveness, accountability, and partnership.

Throughout our current contract, we have successfully provided hazardous and non-hazardous waste identification, labeling, collection, transportation, and disposal across the City's Generation facilities, transportation yard, and municipal locations. Our work has included water separator and oily water clean-outs, confined space services, emergent hazardous waste response, and regulated waste transportation, all performed in full compliance with applicable DTSC, EPA, DOT, and CAL-OSHA requirements. Most importantly, this work has been completed with zero disruption to plant operations and no reliance on subcontracted critical equipment.

Our incumbent role provides the City with a level of experience and institutional knowledge that directly aligns with the RFP's evaluation criteria:

- ✓ Proven familiarity with REP and RPP2 waste streams, site layouts, and safety protocols.
- ✓ Demonstrated ability to meet or exceed 24-hour regular service and 2-hour emergency response requirements.
- ✓ Trained personnel and dedicated equipment capable of supporting confined space entry, industrial environments, and emergency conditions.
- ✓ A Safety-first culture that prioritizes worker protection, regulatory compliance, and operational continuity.

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COVER LETTER CONT.

We also want to directly address the City's prior concerns regarding responsiveness. There was a period during the current contract when communication did not meet the City's expectations. This was the result of a temporary personnel transition that created a lag in internal support, and we recognize the impact that had on City staff.

We take responsibility for that gap—and we fixed it.

Our organization has since fully staffed and stabilized the support structure serving the City, implemented clearer lines of responsibility, and reinforced response and follow-up protocols to ensure timely communication and accountability. These changes are permanent, operationally embedded, and already in effect. The result is a more responsive, reliable, and proactive service model that aligns with the City's expectations and the critical nature of Generation Division operations.

This proposal reflects not only our qualifications, safety record, and cost competitiveness, but also our commitment to being a trusted, responsive partner to Roseville Electric Utility. We understand that performance is measured not just by technical capability, but by communication, consistency, and follow-through, and we are prepared to be evaluated—and held accountable—accordingly.

We appreciate the opportunity to continue supporting the City of Roseville and look forward to strengthening our working relationship through consistent performance, clear communication, and reliable service.

Per RFP requirements: Active Secretary of State Registration provided below.

Entity Information	Initial Filing Date	Status	Entity Type	Formed In	Agent
ADVANCED CHEMICAL TRANSPORT LLC (2079655)	03/27/2000	Active	Limited Liability Company - CA	CALIFORNIA	C T CORPORATION SYSTEM

Sincerely,

Todd Marti

Todd Marti, Vice President (Authorized Signatory)
ACTenviro, a Republic Services Company
smarti@republicservices.com

ACTenviro hereby affirms that it will perform all services and adhere to all requirements described in RFP 07-121, including Addendum No. 1 dated 03/10/2026

For all **communication related to this proposal**, please contact:

Dan Wildeman, Regional Sales Executive - ES | dwildemanrepublicservices.com | C: 369-200-7950 | Fax: N/A
Address: 6940 Tremont Road, Dixon, CA 95620

Attachment A

PROPOSER'S CERTIFICATION

I hereby propose to furnish the goods or services specified in the Request for Proposals ("RFP"). I agree that my proposal will remain firm for a period of up to ninety (90) days in order to allow the City of Roseville ("City") adequate time to evaluate the qualifications submitted.

I have carefully examined the Request for Proposals and any other documents accompanying or made a part of this RFP. The information contained in this proposal is true and correct to the best of my knowledge and is signed under penalty of perjury under the laws of the State of California. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its authorized agent and that the firm is ready, willing and able to perform if awarded the contract.

I further certify that this proposal is made without prior understanding, agreement, connection, discussion, or conspiracy with any other person, firm or corporation submitting a proposal for the same product or service; that this proposal is fair and made without outside control, collusion, fraud or illegal action; that no officer, employee or agent of the City or any other proposer is financially interested in said proposal; that no undue influence or pressure was used against or in concert with any officer, employee or agent of the City in connection with the award or terms of the contract that will be executed as a result of this RFP; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

ACTenviro, a Republic Services Company
NAME OF BUSINESS

Todd Marti
SIGNATURE

Todd Marti, Vice President
NAME & TITLE, TYPED OR PRINTED

967 Mabury Road, San Jose, CA 95133
MAILING ADDRESS

408-548-5050
TELEPHONE NUMBER

smarti@republicservices.com
EMAIL

Type of Organization:

____ Sole Proprietorship X ____ Corporation ____ State of Incorporation

_____ Partnership ____Limited Liability Company

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ORGANIZATION INFORMATION

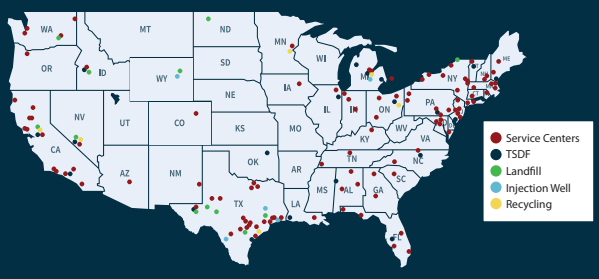
Advanced Chemical Transport, LLC (dba ACTenviro) is a diversified waste management company that was recently acquired by and is now a **Republic Services, Inc.** company. **ACTenviro** is fully licensed, permitted, and certified to perform the full scope of the **City's** services.

ACTenviro has been engaged in the management (collection, segregation, characterization, consolidation, packaging, labeling, transporting, and disposing) of hazardous and non-hazardous, universal, and medical waste materials for entities including local, state, and federal governments, small waste generators, and Fortune 500 companies for over 25 years.

ACTenviro has a well-deserved reputation for our focus on client relations. We value our partnerships with our clients and do what it takes to meet their needs. Our commitment remains steadfast in upholding our renowned level of personalized service while broadening our service offerings under the expanded umbrella of Republic Services.

Our facilities and resources have grown to include 21 TSDF's, 251 transfer and service stations, and 74 recycling centers. As a part of **Republic Services, Inc.**, one of the two largest and most financially secure waste management and environmental solutions companies in the nation, our strong financial footing and commitment to sustainable business practices provides the perfect resources for **ACTenviro's** service offerings to the **City**.

We specialize in providing technologically advanced recycling and disposal technologies at a competitive price. We strive to offer reuse and recycling options for liquid and solid fuels for recapturing of metals prior to offering treatment, incineration, and or landfill and stabilization options for disposal. As a result of **ACTenviro's** efforts, systems, and vendor relationships, our average vendor recycles 76% of their hazardous wastes. Some of our clients have achieved a 97% recycling level.



ACT enviro

REPUBLIC SERVICES

- Workforce of 42,000+ personnel
- Services to 13 million customers in 47 states
- $16 B in Revenue (2024)
- 233 Transfer Stations
- 74 Recycling Centers
- 20 Treatment, Storage and Disposal Facilities
- 5 million tons of material processed in recycling centers

Firm's Qualifications

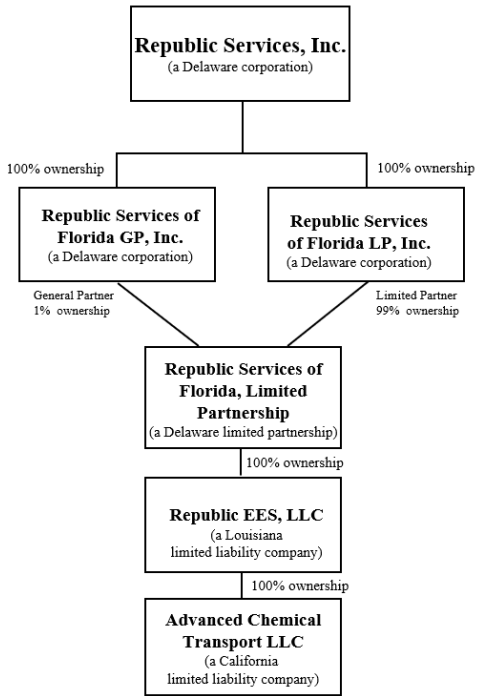
Provide a statement of your firm's qualifications for performing the requested services detailed in each section of the Scope of Services (3.1 – 3.6). Identify the services and/or equipment that would be completed and/or provided by your firm's staff and those that would be completed and/or provided by Sub-contractors, if any. Identify any sub-consultants or sub-contractors you propose to utilize to supplement your firm's staff. Include the firm's organizational chart, including its constituent parts, and size variation of staffing levels in the past five (5) years

The City of Roseville currently relies on ACTenviro, a Republic Services Company, as an incumbent environmental services provider across multiple departments, including **Facilities, Electric, Solid Waste, Pleasant Grove WPCP (PGWWTP), Water Distribution, and Dry Creek WPCP (DCWWTP)**, demonstrating our proven capability to perform the full Scope of Services outlined in Sections 3.1-3.6.

ACTenviro performs all required services with **in-house personnel and company-owned equipment**, including hazardous and non-hazardous waste identification, labeling, collection, transportation, emergency response, confined space services, and regulated disposal. We maintain a fleet of owned vacuum trucks, pump trucks, ER response vehicles, bin trucks, drum trucks, and heavy equipment that fully meet RFP requirements. **No sub-consultants or subcontractors are proposed for core services or equipment.**

As a Republic Services company, ACTenviro maintains **direct access to a nationwide network of fully permitted TSDFs**, supporting transfer and consolidation, treatment and recycling, and final disposal via incineration, stabilization, and secure landfill. All shipments are completed in full compliance with **RCRA, DTSC, EPA, and DOT requirements**, with **manifests and Certificates of Destruction provided for every waste stream** to ensure audit readiness.

An organizational chart is included below. Over the past five (5) years, ACTenviro has **scaled staffing upward in response to public sector demand**, supported by our position as a Republic Services company and access to a workforce of more than **42,000 employees nationwide**, ensuring depth, continuity, and immediate resource availability without compromising dedicated local service.



Republic Services Legal Structure

Experience and References

Provide a summary of your firm's experience in providing these or similar services. Provide a minimum of three (3) references for projects or services similar in nature and scope that your firm's team members have completed in the last five (5) years. Include brief descriptions of the projects, dates, client names and contact persons' names, addresses and telephone numbers. Public sector references are preferred.

Please see the table below for references relevant to this contract.

Client / Address	Services Performed	Duration	Contact Information
City of Roseville 311 Vernon St. Roseville, CA 95678;	Collection, routine pickups, classification assistance, spill & emergency response, industrial cleaning and disposal	2024 - Current	John Tadlock; jtadlock@roseville.ca.us; 916-223-7763
City of Redwood City 1400 Broadway Blvd, Redwood City, CA 94063	Waste collection, packaging and inventory, serviced quarterly unless specifically requested. Profiles, waste streams and characterizations. Spill response.	2023 - Current	Vicki Sherman; 650-780-7472; vsherman@redwoodcity.org
City of Sacramento Fourth Floor, Sacramento, CA 95814	Pickup and maintenance of haz waste, identification and segregation of co-mingled waste and mixed products, cleanup of waste sites, spill response, labpacking, homeless encampment cleanup	2023 - Current	Sharneel Kumar; 915 I Street, 916-808-5872; skumar@cityofsacramento.com
Cache Creek Casino P.O. Box 65 14455 Highway 16, Brooks, CA 95606	Weekly tanker loads disposal, routine pickups of containerized waste, repacking, characterization	2022 - Current	Mike Hill; 530-796-5276; mhill@cachecreek.com

Qualifications of Team

Provide a brief summary of the role, qualifications and experience of each team member and designated project manager/lead assigned to this project, including length of service with the firm and the qualifications/experience of any sub-consultant or sub-contractor staff on your project team. A project team organizational diagram and brief resume of each team member and the designated project manager/lead for each applicable category shall be included. The geographic location of the firm and key personnel shall also be identified. Any proposed sub-consultants or subcontractors shall be listed. Include sub-consultant's and sub-contractor's assigned task(s) and experience. Full resumes may be included in the appendix.

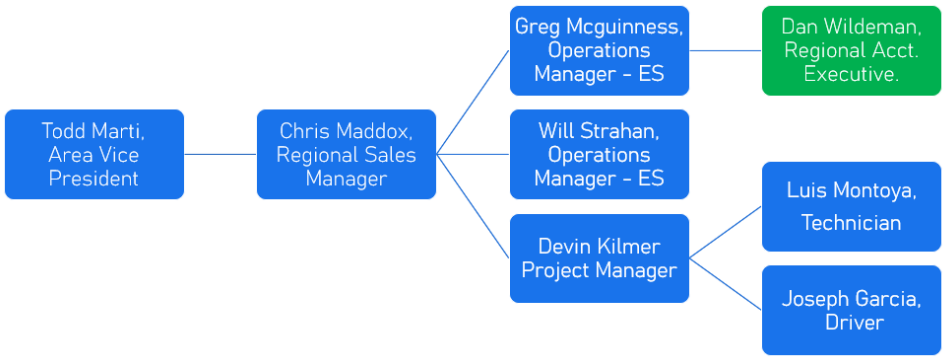
QUALIFICATIONS OF TEAM

We have provided key personnel in the table below. Per RFP instructions, full resumes have been provided in the Appendix. No subcontractors will be utilized for this contract. **All key personnel are located in the Sacramento region and will support this contract out of our Dixon, CA office.**

All ACTenviro personnel are trained and licensed in accordance with Federal, State and local requirements.

Name / Role / Length of Service with Firm	Responsibilities / duties for City
Dan Wildeman, Regional Sales Executive / City of Roseville Account Manager / 1 year	City's primary contact, driving all operations, logistics, and contract management with the support of a highly skilled team equipped to deliver every service in the solicitation.
Greg Mcguinness, Operations Supervisor - Environmental Solutions / 5 years	Drives overall program success by aligning sales strategy with operational execution, ensuring compliance, efficiency, and exceptional service delivery.
Will Strahan, Operations Supervisor - Environmental Solutions / 5 years	Direct all operations with City.
Devin Kilmer, Project Manager / 13 years	Recognized leader in hazardous waste operations, overseeing lab packs, waste profiling, and full compliance with DOT, EPA regulations.
Luis Montoya, Technician / 7 years	Ensure seamless support for City by managing hazardous waste profiles.
Joseph Garcia, Driver / 7.5 years	Responsible for the safe, compliant, and timely transportation of hazardous waste, ensuring all materials are properly packaged, labeled, and documented in accordance with State and Federal regulations.

Team Organizational Chart



Project Understanding

Based on the available information, supplemental research, field observations, and experience with similar projects, provide a narrative describing your understanding of the services requested in this RFP, your general approach and any major challenges to achieving the City's stated goals. Include any issues that you believe will require special consideration for this project. Also identify any unique approaches or strengths that your firm may have related to this project. City staff will assess your understanding of all aspects of the project based on the overview.

PROJECT UNDERSTANDING

Approach

Our proposed solution at ACTenviro involves using our network of service centers and TSDF, transportation fleet, and approved disposal outlets to provide turnkey waste management services. We ensure that our services are safe, efficient, and comply with all local, state, and federal regulatory standards. This approach results in lower rates, simpler coordination, and added convenience for our customers. Our aim is to provide compliant, quality, and innovative waste management services that contribute to sustainable development and add value to our customers. At ACTenviro, we and our customers are partners in environmental stewardship and responsible waste management.



A partnership with ACTenviro provides innovative, efficient waste management technologies and services that include:

- Safe and efficient lab pack/de-pack facility with a focus on beneficial reuse and recycling
- Efficient packaging and shipping of lab packs to ACTenviro's TSDF or shipment to end disposal facilities
- Cost–saving field chemists who are cross-trained to handle high-hazard waste, as well as standard waste
- Higher level consulting services and high technology field services

Upon notice of award, ACTenviro will contact City within five business days after notice of award to review and discuss the transition process. The following items will be a part of the discussion and initiate the development of the waste removal work plan. Tasks will include the following:

- Meet and introduce **ACTenviro** and the **City** staff
- Review all operational requirements with **City** and contractor personnel
- Perform an assessment of current practices at **City** collection center
- Acquisition of equipment (if needed) Initiate the process of gathering waste profile data
- Create **ACTenviro** profiles for existing waste streams and submit for review, **City** signatures, and **ACTenviro** approval.

Understanding of Scope

ACTenviro has a clear understanding and the expertise to perform the following services included as the Scope of Work:

City requires comprehensive hazardous waste transportation and disposal services from **City-operated sites,** as requested, including proactive waste management solutions to increase cost-effectiveness and waste diversion.

On-Time Pickups
Guaranteed shipping as needed through task orders - no delays for County.

Local Expertise - City of Roseville Ready
Our Account Manager's project experience and Dixon branch proximity ensure rapid response and deep knowledge of City requirements.

24/7 Emergency Response
Rapid mobilization for spills or urgent events City wide.

Program Implementation

Turnkey Waste Management with Fully Permitted Facilities and Self-Performed Compliance

Upon of notice of award **ACTenviro** will start the process of identifying the Onsite staff and acquiring any essential equipment that is needed for the program. **ACTenviro** Operations and Sales staff will contact **City** within five business days after notice to review and discuss the transition process.

The program startup will be broken into individual tasks overseen by our Account Manager. **ACTenviro's** Operations Manager will spend several days at the facility with local **ACTenviro** operations and sales management to observe and get firsthand familiarity with how operations are currently run and all reporting requirements, contingency plans, and spill plans.

Additional tasks will include the following:

After Notice of award

- Meet and introduce ACTenviro staff and City staff, review roles and responsibilities.
- Review all current operational requirements with City and contractor personnel.
- Recruitment of staff.
- Training of any new or existing staff being transitioned Onsite.
- Perform an assessment of current practices at City locations.
- Acquisition of onsite equipment (if needed)
- Create ACTenviro profiles for existing waste streams and submit for approval.
- Creation of site-specific health and safety plans
- Implement Security plans.
- Develop an onsite Inventory Management system for the procurement of supplies and materials.

Waste Removal Work Plan

For this program, **ACTenviro** will furnish all the labor and can also provide packing supplies and materials, equipment, transportation, and disposal needs requested by City. For each Onsite Program **ACTenviro** will provide a team comprised of a Supervisor (Project Manager), Chemist, and Technicians as site requirements dictate. Given the difference in site operations at (list locations), the teams will differ in the number of FTE's assigned to each Program. Although the programs will vary in size and scope, we understand **ACTenviro** staff will be responsible for maintaining the compliance of storage areas, compliance inspections, chemical & ink delivery to production areas, chemical receiving, chemical warehouse management (locations), and collection of Hazardous and Non-Hazardous Waste for all Satellite Accumulation Areas (SSA) on a weekly schedule. Waste collected at each SSA will be transported back to the Main Accumulation Area (MMA) where the waste will be segregated according to the appropriate waste stream profiles provided by **City.** **ACTenviro** personnel will bulk and/or package material in approved DOT containers for shipment.

Project Plan

Provide a detailed discussion of your firm's approach to the successful implementation of this project. Include thorough discussions of methodologies you believe are essential to accomplishing this project. Include a proposed work schedule to accomplish all of the required tasks within the desired timeline. Identify the staff who would be assigned to each task, including sub-consultants and sub-contractors. List any necessary equipment, training or installation services required.

Waste Management Plan

ACTenviro will provide full-service management for the City's Hazardous Waste Program, including collection, transportation, and disposal of all hazardous and non-hazardous waste streams. All waste collected under this contract will be transported by ACTenviro to approved, fully permitted waste management facilities for proper treatment, recycling, or disposal.

Facilities to be Utilized

Facilities will be used to manage wastes collected under this project. Facility information will be finalized in coordination with the City prior to program launch.

If additional facilities are needed, to meet City requirements, City will be notified. All facilities will be fully licensed and authorized to receive the designated materials in accordance with federal, state, and local laws.

Waste Handling and Characterization

At the receiving facility, ACTenviro personnel will confirm that all waste is properly characterized, packaged, labeled, and manifested in compliance with EPA, DOT, and Title 22 regulations. Waste will be managed using approved treatment and disposal methods including incineration, recycling, fuel blending, and landfilling based on waste type and regulatory classification.

Program Oversight and Execution

ACTenviro self-performs all aspects of the program. Our Account Manager, Dan, will oversee day-to-day operations, supported by a team of 40-hour HAZWOPER-certified technicians, drivers, and site supervisors. The line of authority runs from the Account Manager to the on-site Site Supervisor, ensuring direct communication, operational control, and regulatory compliance.

Large-scale Incidents or Multiple Simultaneous Events

Republic Services has resources to handle both large scale incidents or multiple incidents happening at the same time.

- At the time of call in, Account Executive and Project Manager will asses needed resources and labor.
- If more are required then originally assessed, more shall be dispatched from Dixon office. More resources will be obtained from other offices if needed.
- In the event of multiple events at the same time, crews shall be dispatched to separate incident locations. If scope of work is completed at one, crew will then aid team in completing the other job scope.

Proposed staffing plan for routine and emergency services.

Core staffing will include:

- Account executive to take the call or order for service from customer.
- Project Manager to assemble appropriate labor/equipment and assess customer needs.
- If situation is a regular service, Supervisor and (1) Technician to be sent to site in order to complete routine pickup. If Emergency service is requested, and scope of work is small, this team will travel to site to evaluate situation, asses best course of action and begin mitigation procedures. If emergency scope is bigger, (1) supervisor, (2) technicians and any other resources required shall be dispatched to site.
- If situation requires more personnel, the situationally appropriate amount of crew will be dispatched from office to assist with scope of work.
- Crew will stay until scope of work/emergency is complete. If more resources are required during operations, more will be dispatched until necessary levels are achieved.

MANIFEST & CERTIFICATION OF DESTRUCTION TRACKING PLAN

For City of Roseville - Managed by ACTenviro/Republic

Purpose

To ensure timely, accurate, and consistent delivery of completed manifests and Certificates of Destruction (CODs) for waste collected from County's facilities.

Roles & Responsibilities

- Dedicated Project Manager (PM): ACTenviro/Republic will assign a PM to oversee all tracking and communication related to manifests and CODs for County.

Process Overview

1. Manifest Tracking

- The PM in conjunction with the Client Services Support Team will track all manifests from creation to termination for waste collected at City Collection Facilities.
- Tracking will be done using the EPA's E-Manifest system and weekly communication with disposal outlets.
- Status updates will be reviewed at least once per week to ensure timely progress.

2. Certificate of Destruction (COD) Collection

- Once a manifest is terminated, the PM in conjunction with the Client Services Support Team will request the corresponding COD from the disposal facility.
- Each manifest will have one COD, with line items clearly referenced.
- For waste undergoing additional treatment (e.g., ACT Treatment in Albuquerque), a new COD will be issued after the final manifest is terminated at the end disposal site.

3. Documentation & Delivery

- All completed manifests and CODs will be emailed directly to City's designated contact.
- Upon request, ACTenviro/Republic will provide status updates on any open or completed paperwork.
- **All ACTenviro/Republic-generated manifests are also accessible online via the EPA's E-Manifest portal for added convenience.**

Quality & Consistency Commitments

- Weekly tracking ensures no paperwork is overlooked.
- Single point of contact (PM) streamlines communication and accountability.
- Clear documentation of each waste stream supports compliance and audit readiness.
- Online access to manifests provides transparency and ease of retrieval.

Once the waste is ready for shipment, **ACTenviro** will coordinate a schedule pick up date for the transportation and disposal of any Hazardous and Non-Hazardous waste that is collected Onsite. **ACTenviro**'s Onsite staff will inspect, prepare, and affix any necessary DOT Labels and markings for each waste container prior to the scheduled pickup date. **ACTenviro** will create all regulatory paperwork including Manifests and Land Disposal Restriction forms prior to each shipment. Once County' approved Transporter waste hauling vehicle arrives, our Onsite staff will then safely load all waste containers onto the vehicle to be transported back to one of **County's** approved RCRA Part B permitted Disposal Facilities (TSDF) for disposal. All paperwork will be reviewed with the appropriate County representative(s) and the appropriate signatures will be obtained. The applicable copies of the paperwork will be left with **City** for their records.

Packaging Requirements

ACTenviro will work closely with the **City's** staff to ensure they are properly informed and trained on packaging and lab packing requirements. **City** staff will send over the inventory, complete lab pack inventory sheets if applicable, (ACT requires these only for 4.2, 4.3 and other reactive waste), all other items are loose packed or bulked. Once this information has been received, a scheduled pick up date will be provided. Pre-printed labeling will be generated and provided to the staff for use for the collected waste.

ACTenviro will draft all required manifests and shipping documentation and provide them to **City** for review. Manifests will be sent within the same week as the waste pick.

As the **County**'s partner, **ACTenviro** will take all necessary steps to ensure **City** staff is well informed and prepared to package all waste for pickup. We will provide a list of packaging requirements and instructions for all materials if needed. Any waste streams that require special lab packaging and or other considerations will be identified and **City**'s staff will be informed and trained on any requirements. The **ACTenviro** team is always available to answer any questions and provide guidance to ensure the waste is properly packaged and ready for transport.

ACTenviro will check all materials for container integrity, and anything unlabeled will be Hazcat identified for packing. Utilizing the Hazcat method for unknowns will eliminate incompatibility and storage issues. If a container leaks or is damaged, the **ACTenviro** team will contact the on-site representative and the operations manager. If repackaging of waste is required, a HASP I (Site Safety Evaluation) will be conducted upon arrival at the site and before beginning the consolidation.

Lab Packs

- ✓ Chemicals are to be properly lab packed per DOT and TSDF requirements.
- ✓ All waste material must be contained and sealed within inner containers.
- ✓ Inner containers must be constructed of appropriate materials for the substances involved and must not exceed 5 gallons for metal/plastic or 4 Liter in glass in volume for any DOT and/or RCRA regulated material.
- ✓ Inner containers must remain upright within the outer container.
- ✓ Outer containers may never exceed 452 lbs.
- ✓ Inventory must be complete for all inner containers.
- ✓ Inventory must be affixed to the outside of the drum and in such a fashion to be able to be removed from the drum without damage to the inventory.
- ✓ Packaging material must be added within the outer container to such a level as to fully cover the inner containers and enough space between containers to prevent contact and subsequent breakage during normal transport.
- ✓ Packaging material must be appropriate for all substances to be contained and of adequate absorbent qualities for the substances involved. Polysorb for Hydrofluoric acid and Vermiculite for everything else.
- ✓ Call the Treatment Profile Team to get answers to any issues you may have before packing.

Loosepacks

- Liquids and solids will be in separate drums and inventoried in real-time
- Consolidate (with vermiculite packaging material always) when full or time permits, whichever comes first (refer to map).
- Before Placing the inner container within the appropriate loose-pack drum, it must be verified as sealed in a sturdy container appropriate for the material and oxidizers inventoried in real time.
- Loose-Pack Aerosols – Cubic Yard Box
- Anything in an Aerosol Can – NO CYLINDERS AT ALL
- Loose-Packed Flammable Liquid, Toxics – 55 Gallon Poly Open Top Drum – With Vermiculite to the top of each layer of inner containers and top of the drum when full with adequate spacing between containers to prevent incidental breakage during handling and transport
- Loose-Packed Toxic Solids – NO FREE LIQUIDS – 55 Gallon Poly Open Top Drum – With Vermiculite to the top of each layer of inner containers and top of the drum when full with adequate spacing between containers to prevent incidental breakage during handling and transport
- Loose-Packed Corrosive Acids – 55 Gallon Poly Open Top Drum – With Vermiculite to the top of each layer of inner containers and top of the drum when full with adequate spacing between containers to prevent incidental breakage during handling and transport
- Loose-Packed Corrosive Bases – 55 Gallon Poly Open Top Drum –With Vermiculite to the top of each layer of inner containers and top of the drum when full with adequate spacing between containers to prevent incidental breakage during handling and transport
- Open Top Drum – With Vermiculite to the top of each layer of inner containers and top of the drum when full with adequate spacing between containers to prevent incidental breakage during handling and transport.
- Oxidizers must be inventoried with hazardous chemical name, inner container size and quantity in real-time as they are placed in each drum.

Bulk Containers

- When transferring Class 1 flammable liquids, following bonding and grounding procedures.
- Review waste profile determine what chemicals are deemed compatible for this waste stream. Verify the pH has been checked and is compatible with all containers to be consolidated.
  Do not consolidate inorganic acids unless you have approval from your Branch Manager.
- Verify labels to be consolidated are legible and complete. An appropriate hazard communication label will have the chemical name spelled out (no acronyms or abbreviations) and indicate the appropriate hazard warnings (e.g. NFPA or HMIS label).
- Verify the integrity of the chemical containers being consolidated is in good condition.

Safety Program

Provide a copy of your firm's safety program. Additionally, provide the following supplemental data:

- Your firm's experience modification rate ("Ex-Mod"). If your firm is currently rated between a 1.0 and 1.25, include an explanation. Firms above a 1.0 may not receive any or full credit for the safety component of the RFP evaluation scoring. If your firms rating is greater than a 1.25, you may be unqualified for consideration of award of this contract.
- A listing of all OSHA citations and descriptions of each.
- Incident rates for the last three years.

SAFETY PLAN

ACTenviro is committed to protecting the **health and safety** of our workers, customers, and the public. We ensure our employees are committed to quality job site safety, and we maintain stringent knowledge and compliance with federal, state, and local health and safety regulations in performing our work. We vigorously focus on hazard identification and prevention.

At **ACTenviro**, all H&S plans prepared are site-specific to the operation's requirements. **ACTenviro's** plan, which will be submitted to the City, will meet all requirements established by the state and cover all aspects of the center's operations. We have extensive experience in the preparation and implementation of site—and task-specific health and safety plans.

This includes:

- Personnel are trained to 40-hour requirements to meet 29 CFR1910.120.
- Training includes comprehensive medical surveillance, annual physical examinations and a monitoring program.
- Regular health and safety meetings and accident prevention programs, along with incentive award programs to enhance safety awareness.
- Daily safety tailgate meetings on each project.
- A full-time safety director is available to meet the safety concerns of any project.
- ACTenviro employs ten full-time health and safety members. Any time there is an injury to an employee a call is made to Health and Safety and a report is made that discusses all aspects of the incident (how, what, when and where) immediately. H&S will meet with the injured employee and go over the incident report and they will discuss ways to improve and eliminate the same type of incident.
  Safety meetings are held at the beginning of every shift and cover all types of incidents that may occur during a shift. The safety meetings are tailored for site specific customers as well.
- All equipment provided by ACTenviro for this project is in excellent condition and properly maintained to assure efficient and safe use. Equipment is inspected for fluid leaks as part of the daily inspections ensuring that our equipment doesn't create any on-site contamination.
- Company employees will wear modified Level "D" PPE for handling household hazardous waste. This PPE level will include steel toe boots, coveralls or Tyvek suits, gloves, and safety glasses. While opening or working with open containers, they will wear Level "C" PPE. This includes an air purifying respirator and modified Level "D" PPE
- To prevent reactions from incompatible materials, waste is sorted by hazard class upon acceptance to segregate it by hazard level. All bulk consolidation drums (e.g., paints, fuels, antifreeze, etc.) are packed in secondary containment cells for spill containment while liquids are poured into the drums.
- Flammable and combustible materials are packed away from incompatible materials to eliminate any potential reaction that may create fire.

Spill prevention and on-site safety remain our first commitment. Our employees are thoroughly trained in correctly handling, sorting, and packaging waste products to significantly reduce the risk of spills and exposure from leaking containers. Spill cleanup is an immediate priority. The type and quantity of material spilled will affect the level of response.

Firm's Modification and Incident Rates provided in the table below.

	2025	2024	2023	2022
EMR	0.79	0.75	0.78	0.84
Total Recordable Incident Rate (TRIR) *total Recordable cases x 200,000 / total hours*	0.8	1.22	1.15	1.43
Total Days Away, Restricted, or Transfer Rate (DART) *total Lost & Restricted cases x 200,000 / total hours*	0.4	1.1	0.58	1.27

OSHA citations and descriptions for each:

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2022

U.S. Department of Labor
Occupational Safety and Health Administration

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name: Advanced Chemical Transport, Inc. DBA ACTenviro
City: San Jose State: California

Identify the person			Describe the case			Classify the case				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case: Death (G)	Days away from work (H)	Remained at work: Job transfer or restriction (I)	Remained at work: Other record-able cases (J)	Away From Work (days) (K)	On job transfer or restriction (days) (L)	(M) Injury (1)	Skin Disorder (2)	Respiratory Condition (3)	Poisoning (4)	Hearing Loss (5)	All other illnesses (6)
1		Technician (SJ)	2/28/22	Client site	Employee exited his vehicle and started walking throug the parking lot at a client site when he stepped into a 2-3ft deep construction area which he did not notice. He ended up partially falling into the construction area and hurting his right knee.			x			70	x					
2		Technician (Esco)	5/4/2022	Client site	While moving a roll of liners for the CYBs at a client site, the roll slipped causing his wrist to bend in an unnatural manner.			x			161	x					
3		Technician (SFS)	5/18/22	Client site	While employee was moving a tote, a forklift driver behind him lowered a tote which landed on his ankle.			x			227	x					
4		Technician (SV)	7/26/22	Driving	Employee was driving a company van wearing a seatbelt. Her co-worker was stopped and making a right hand turn when he rear ended an Enterprise work van. Employee hit her head against the back of the headrest.			x			29	x					
5		Driver (Dixon)	10/10/22	Unknown	Employee was getting out of his truck when he felt pain level of 7 out of 10 and swelling on his right knee.			x			74	x					
6		Chemist (SJ)	10/17/22	Driving	While making a U-Turn, the Van that Atzin was in was struck on the side. Ha Nguyen was driving.			x			13	x					
7		Chemist (SJ)	10/17/2022	Driving	While making a U-Turn, the Van was struck on the side. Ha Nguyen was driving.				x			x					
8		Technician (SV)	11/22/22	Client site	At a client site, an ACT employee's clean room bottie got caught on a door that was propped open using a screw driver by another vendor. The employee fell forward injuring his shoulder, back and arm.			x			39	x					
9		Driver (Dixon)	12/8/22	Yard	Employee was pulling on a bin and felt a pop in his back near his left shoulder blade.			x			23	x					
					Page totals	0	0	8	1	0	636	9	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

Page 1 of 1

OSHA citations and descriptions for each cont.

OSHA's Form 300 (Rev. 01/2004)
Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2023
U.S. Department of Labor
Occupational Safety and Health Administration

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name: Advanced Chemical Transport LLC DBA ACTenviro
City: San Jose State: California

Identify the person				Describe the case		Classify the case											
						CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
								Remained at work				(M)					
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	Death (G)	Days away from work (H)	Job transfer or restriction (I)	Other record-able cases (J)	Away From Work (days) (K)	On job transfer or restriction (days) (L)	Injury (1)	Skin Disorder (2)	Respiratory Condition (3)	Poisoning (4)	Hearing Loss (5)	All other illnesses (6)
1		Driver	1/5/2023	Client Site	Employee was using a drum dolly to move four soil drums that weighed 500-800 pounds each. They had been placed in a small gravel patch by the customer's site. When attempting to lift one drum with the dolly, the employee felt a "pop" in his lower back.				x			x					
2		Technician	3/21/2023	Client Site	Employee was functioning as the hole attendant for a tank cleaning job and holding a plastic cover over the tank manway to prevent the free-flowing waste water from splashing out of the tank while the entrant was pressure washing the floor of the tank. The employee was standing directly in front of the manway holding the plastic cover when he was hit on the right-side of his face and inside his month with water from the pressure washer. It knocked him back and knocked his face shield to the top of his head. He suddenly felt pain across his face and ear and noticed blood in his hands and on his suit. The etrant was suppose to be washing the floor, but noticed some spots around the manway and decided to hit them with the pressure washer. He was unaware of the employee's position.				x			x					
3		Driver	4/3/2023	Client Site	At a HHW event, an employee pulled his back muscles while pouring off oil from 5-gallon buckets into a 275-gallon Tote. He states that he informed the supervisor that his back and knees were bothering him. He was able to sit and take as many breaks as he needed.			x			36	x					
4		Driver	4/7/2023	Client Site	[illegible] buckets of paint into drums back on 4/6 and 4/7. He never felt any pain while working . After this job it has become more difficult for him to sit and drive in a tractors for work.			x			108	x					
5		Technician	8/21/2023	Warehouse	Employee was moving empty drums from one pallet and stacking them on anothe while walking by a gap between the truck and the dock and when he stepped back to place an empty sticker on the dru, his right let went through the gap and employee fell off the dock.				x			x					
6		Driver	9/11/2023	Client Site	Employee was opening the door to a 20 yard bin from the back by loosening one of the wing nunts and felt a pull on his shoulder.				x			x					
7		Driver	9/26/2023	Client Site	As employee was climbing out of the back of a stake bed he stpped into a spot that he thought was hard ground, but was soft dift that gave away and the employee rolled his ankle.		x			40		x					
8		Technician	10/19/2023	Client Site	Employee was at a client site pulling a pallet on the truck when he felt pain and stiffness in his back and neck area.			x			19	x					
9																	
					Page totals	0	1	3	4	40	163	8	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

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	Injury (1)	Skin Disorder (2)	Respiratory Condition (3)	Poisoning (4)	Hearing Loss (5)	All other illnesses (6)
	(1)	(2)	(3)	(4)	(5)	(6)

OSHA's Form 300 (Rev. 01/2004)
Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 2024
U.S. Department of Labor
Occupational Safety and Health Administration

You must record information about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an injury and illness incident report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Form approved OMB no. 1218-0176

Establishment name: Advanced Chemical Transport LLC DBA ACTenviro
City: San Jose State: California

Identify the person				Describe the case		Classify the case											
						CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
								Remained at work				(M)					
(A) Case No.	(B) Employee's Name	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	Death (G)	Days away from work (H)	Job transfer or restriction (I)	Other record-able cases (J)	Away From Work (days) (K)	On job transfer or restriction (days) (L)	Injury (1)	Skin Disorder (2)	Respiratory Condition (3)	Poisoning (4)	Hearing Loss (5)	All other illnesses (6)
1		Technician - SJ	2/4/2024	Client site	Slipped on stairs		x			13		x					
2		Driver - SJ	2/14/2024	Site yard	Fell from lift gate		x			21		x					
3		Technician - ABQ	2/14/2024	Client site	Attempted to catch tipping drum			x			180	x					
4		Technician - Laveen	4/19/2024	Site yard	Fell from back of trailer			x			40	x					
5		Technician - Esco	4/29/2024	Client site	Lifting drums			x			228	x					
6		Technician - SJ	5/1/2024	Site yard	Fell from dock			x			244	x					
7		Driver - Merced	5/30/2024	Client site	Moving totes			x			180	x					
8		Technician - Esco	6/24/2024	Site yard	Hit tooth with metal strap				x			x					
9		Driver - Dixon	7/11/2024	Client site	Tripped and fell		x			90		x					
10		Driver - Oregon	11/5/2024	I84 EB Wasco County	Vehicle roll over			x			41	x					
					Page totals	0	3	6	1	124	913	10	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

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	Injury (1)	Skin Disorder (2)	Respiratory Condition (3)	Poisoning (4)	Hearing Loss (5)	All other illnesses (6)
	(1)	(2)	(3)	(4)	(5)	(6)

Cost Proposal

Provide a cost proposal with breakdown for all labor (by hour), transportation (by hour and vehicle type), and disposal costs of hazardous and non-hazardous waste. The costs shall be broken down into the following categories on a per unit basis. An estimate only of the volume for each category for disposal is included. This is not a guaranteed volume.

- Non-Hazardous Waste (Including Sampling & Analytical costs) – 40,000 gallons
- Non-RCRA Hazardous Waste Liquid – 10,000 gallons RO Water (per gallon): pH between 4-9 & 0-75k mg/l -"TDS" RO Slurry (per gallon): <30% TSS Slurry RO Slurry (per gallon): >30% TSS Sludge Brine Tank (per gallon): >80% solids
- Non-RCRA Hazardous Waste Solids – 1, 15-gallon drum of oils rags/month
- RCRA Hazardous Waste – 5,000 gallons

The submitted proposal shall also include per unit costs of material such as:

- Absorbent Sweep
- Absorbent "pigs"
- Absorbent pads
- Spill drums

Disposal

Description	Unit of Measure	Unit Cost
Non-RCRA Haz Liquids - RO Water (ph 4-9 & 0-75k mg/l-TDS	GAL	$1.26
Non-RCRA Haz Liquids -RO Slurry: <30% TSS Slurry (bulk)	GAL	$3.94
Non-RCRA Haz Liquids -RO Slurry: >30% TSS Sludge (bulk)	GAL	$3.94
Brine Tank: >80% Solids (bulk)	GAL	$0.55
Non-RCRA Haz Waste Solids	55 GAL	$270.00
RCRA Haz Waste (Misc. Solids)	55 GAL	$495.00
Waste Aerosols (no adhesives, expanding foam)	55 GAL	$345.00
Drained Oil Filters	55 GAL	$195.00
Non-RCRA Oily Water/Sludge (>30% Sludge)	55 GAL	$260.00
Used Oil	GAL	$0.88
Used Antifreeze	GAL	$1.51
Carburetor Cleaner	55 GAL	$185.00
Non-RCRA Oily Solid Debris	55 GAL	$265.00
RCRA Haz Waste Liquids- Flamm (<4" sludge)	55 GAL	$375.00
RCRA Haz Waste Liquids- Pesticides	55 GAL	$370.00
Latex/Water Based Paint (commodity bulk)	55 GAL	$295.00
Latex/Water Based Paint (consolidated bulk)	55 GAL	$265.00
Hydrofluoric & Organic Corrosives (Commodity Pack/Bulk)	55 GAL	$425.00
Waste Corrosives & Base Liquids (D002Liquids w/RCRA Metals)	55 GAL	$4,140.00
Non-Haz Liquids for Solidification	GAL	$0.85
Non-RCRA Solids (oily rags, absorbent, gloves)	15 GAL	$125.00
RCRA Haz Waste (liquids)	GAL	$2.14
Sampling/Analytical	EA	$490.00

Supplies

Description	Unit of Measure	Unit Cost
Absorbant Sweep (25lbs)	EA	$15.00
Absorbant "Pigs"	PACK	$80.00
Absorbant Pads	PACK	$55.00
Absorbant Boom	PACK	$280.00
55 gal. Metal Drum- Open Top	EA	$85.00
55 gal. Metal Drum- Closed Top	EA	$85.00
55 gal. Poly Drum- Open Top	EA	$75.00
30 gal. Metal Drum- Open Top	EA	$75.00
85 gal. Overpack Metal Drum	EA	$260.00
15 gal. Poly Drum- Open Top	EA	$75.00
30 gal. Poly Drum- Open Top	EA	$75.00
15 gal. Metal Drum-Open Top	EA	$55.00
30 gal. Metal Drum- Open Top	EA	$65.00
5 gal. Poly Pail- Open top w/lid	EA	$25.50
Personal Protective Equipment- Level D	EA	$25.00
Personal Protective Equipment- Level C	EA	$65.00
Cubic Yard Box w/Liner and Pallet	EA	$125.00
275 Gal. Poly Tote	EA	$185.00

Equipment

Description	Unit of Measure	Unit Cost
Pick Up Truck (1 ton and less)	Per Stop	$120.00
Gear Truck	Per Stop	$150.00
Stakebed Truck & Liftgate	Per Stop	$150.00
Box Truck (w/o driver)	HR	$40.00
70bbl Vacuum Truck (w/o driver)	HR	$60.00
130bbl Vaccum Truck (w/o driver)	HR	$60.00
10 Wheel Bin Truck (w/o driver)	HR	$60.00
10 Wheel Bin Truck w/ rocket trailer (w/o driver)	HR	$60.00
Tractor w/ 55' flatbed trailer (w/o driver)	HR	$60.00
Vactor/Guzzler (w/o operator)	HR	$195.00
Truck Washout (dependent of facility and volumne of solids)	EA	$175.00

Labor

Description	Unit of Measure	Unit Cost
Technician- Striaght Time	HR	95
Technician- Overtime	HR	142.5
Technician- Doubletime	HR	190
Driver/Operator- Straight Time	HR	105
Driver/Operator- Overtime	HR	157.5
Driver/Operator- Double Time	HR	210
Project Manager- Straight Time	HR	105
Project Manager- Overtime	HR	157.5
Administrative	EA	65

Required Statements / Documents

Include statements of assurance regarding the following requirements in the proposal:

- Non-substitution for the designated members of the team without approval by City staff
- (Section 4.0)
- The absence of a conflict of interest (Section 9.4)
- Indicate your ability and agreement to fulfill the indemnification and insurance requirements contained in the sample contract (Section 9.7). (Please note that actual certificates of insurance are not required as part of your submittal.)
- A statement that nothing contained in the submitted proposal will be proprietary. (Section 9.23)

Submit the following documents with proposal:

- Proof of registration with California Secretary of State. Note: All proposers must be registered with the Secretary of State or have a valid exemption by the time of award.
- Executed copy of Proposer's Certification (Attachment A)
- Levine Act Disclosure Statement Form (Attachment B)
- Contractor Licenses (Attachment C)
- Subcontractor List (Attachment D)
- Executed copy of Non-collusion Declaration (Attachment F)

REQUIRED STATEMENTS/DOCUMENTS

ACTenviro, a Republic Services Company, hereby provides the following assurances in full compliance with RFP 07-121:

Non-Substitution of Team (Section 4.0): ACTenviro affirms that the designated project team identified in this proposal will not be substituted, reassigned, or replaced without prior written approval from City of Roseville staff.

Conflict of Interest (Section 9.4): ACTenviro certifies that no actual, apparent, or potential conflicts of interest exist with respect to the services proposed. Should a conflict arise, ACTenviro will promptly disclose it to the City.

Indemnification and Insurance (Section 9.7): ACTenviro confirms its ability and agreement to fully meet and comply with all indemnification and insurance requirements set forth in the sample contract included with this RFP. Required certificates of insurance will be provided upon request.

Non-Proprietary Submission (Section 9.23): ACTenviro affirms that nothing contained in this proposal is proprietary and that all submitted materials may be treated as public records in accordance with applicable law

Required Documents Provided:

- Proof of registration with the California Secretary of State: **Provided in Cover Letter.**
- Executed Proposer's Certification (Attachment A): **Provided following Cover Letter (page 4**).
- Levine Act Disclosure Statement (Attachment B): **Provided following this page.**
- Contractor Licenses (Attachment C): **Provided following this page. Additional licenses provided in table below.**
- Subcontractor List (Attachment D) (or "NONE," if applicable): **NONE.**
- Executed Non-collusion Declaration (Attachment F): **Provided following this page.**

Regulatory	License #	Expiration
United States EPA-RCRA	CAR0000705040	N/A
U.S. DOT - MC Certificate	MC-594583-C	N/A
California Contractor License	1132910	2/2027
U.S. DOT - Hazardous Materials Certification of Registration	061124600048G	June 30, 2026
DMV Motor Carrier Permit	0194741	N/A
NMFTA - Certificate of Standard Carrier	AVCA	07/04/2026
United Carrier Registration	1607894	12/31/2026
DTSC - Hazardous Waste Transporter Registration with Consolidated Transporter Notification	4026	09/30/2026

Attachment B

LEVINE ACT DISCLOSURE STATEMENT

(The completed form submitted to the City of Roseville is a public record.)

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any "Officer" (elected or appointed officer, any alternate thereto, and any candidate for elective office) from participating in any consideration or action related to a proceeding if they receive political contribution(s) from a party, or its agent(s), totaling more than $250 within the previous twelve (12) months, while a proceeding is pending, and for twelve (12) months following the date of a final decision in a proceeding concerning a license, permit, other entitlement for use, franchise, or contract (collectively "license, permit, or contract"). For additional information: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

City Officers are listed at the following sites:

- The Members of City Council - https://www.roseville.ca.us/government/city_council/meet_council
- Boards & Commission Members - https://www.roseville.ca.us/government/boards_commissions

Parties and their Agents are responsible for reviewing and disclosing their applicable contributions to City Officers on the record of a proceeding.

1. Have you or your entity, or any agent on behalf of you or your entity, made any political contribution(s) totaling more than $250 to any City Officer in the twelve (12) months preceding the date of the submission of your license, permit, or contract, or the anticipated date of any City Council, Board, or Commission consideration or action related to this license, permit, or contract?

YES _____ NO X____

If yes, please identify the City Officer(s):_____

2. Do you or your entity, or any agent on behalf of you or your entity, anticipate or plan to make any political contribution(s) totaling more than $250 to any City Officer in the twelve (12) months following any City Council, Board, or Commission consideration or action related to this license, permit, or contract?

YES _____ NO X____

If yes, please identify the City Officer(s):_____

Answering yes to either of the two questions above does not preclude the City of Roseville from considering and/or taking action on a license, permit, or contract. It does, however, potentially preclude the identified City Officers from participating in consideration of and in taking any actions related to the license, permit, or contract. Please accurately complete and sign this form, under the penalty of perjury:

03/30/2026	Todd Marti, Vice President	Advanced Chemical Transport LLC (dba ACTenviro), a Republic Services Company
(Date)	(Printed Name/Title of Authorized Representative)	(Name of business/legal entity)

Todd Marti

(Signature)

You must submit a supplemental form if you make any new reportable contribution(s) while the contract, license, permit, or other entitlement is being considered. If this form has not previously been submitted in connection with a contracting, licensing, entitlement or permitting process, please provide the completed form to the Office of the City Clerk for appropriate departmental routing, at: City Clerk, 311 Vernon St., Roseville, CA 95678, CityClerkRoseville@roseville.ca.us

Attachment C

CONTRACTOR LICENSES

List the licenses held by your company and/or employees. The following representations are made under penalty of perjury:

CA State Lic. No.	Name on License	Class/Type	Expiration Date
1132910	Advanced Chemical Transport LLC	A HAZ	02/28/2027

Do you have a City of Roseville Business License? Yes X No____

License # 00852141

***For Public Works Projects (SB854)**: Contractors must register with the Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5. The Contractor shall provide proof of current registration with the Department of Industrial Relations for both itself and all listed subcontractors with their proposal. Contractors may register at: http://www.dir.ca.gov/public-works/publicworks.html

DIR contractor registration number and expiration date:

* 1001149564 ; 06/30/2026

Attachment F

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the Vice President of Advanced Chemical Transport LLC, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 03/30/2026 [date], at San Jose [city], California [state].

Todd Marti

(Signature of Declarant)

Exceptions

Describe any and all proposed exceptions, alterations or amendments to the Scope of Services or other requirements of this RFP, including the Sample Contract (Attachment E). The nature and scope of your proposed exceptions may negatively affect the evaluation of your submittal and the City's determination of whether it is possible to successfully negotiate a contract with your firm.

EXCEPTIONS

As the current incumbent contractor, ACTenviro presently operates under an existing agreement with the City of Roseville for similar services. In response to this RFP, ACTenviro has reviewed the Scope of Services and Sample Contract (Attachment E).

ACTenviro has provided limited edits and additional contract terms for the City's consideration based on its experience performing these services under the current agreement. **These proposed edits are intended solely to clarify contractual language and align with existing operational practices and are included for review in the Appendix.** ACTenviro is fully prepared to negotiate these items in good faith during the contract negotiation process, should the City determine them to be acceptable.

This proposal is submitted contingent upon the right to negotiate an agreement with mutually acceptable contract terms and conditions, which are reflective of the work contemplated in the Request for Proposal documents, and an equitable distribution of the risks involved therein. In the event that such agreement cannot be reached, Republic Services reserves the right to decline to enter into such an agreement without prejudice or penalty.

Competency of Proposers

The City wants to ensure that the successful Consultants has the necessary facilities, ability, experience, and financial resources to provide the services specified herein in a satisfactory and timely manner. Please list and explain any pending bankruptcies, liens, stop payment notices, judgments, lawsuits, arbitrations, mediations, foreclosures, and any similar actions filed or resolved in the past seven (7) years. Please indicate whether a client has ever terminated a contract with your firm for breach, and if so, please explain. Also, furnish a statement of financial resources demonstrating that the Consultant has the ability to maintain a staff of regular employees, sub-consultants or sub-contractors adequate to insure continuous performance of work, and demonstrating that the equipment for the work contemplated is sufficient, adequate and suitable.

COMPETENCY OF PROPOSERS

ACTenviro, a Republic Services Company, is financially stable, operationally capable, and legally qualified to provide the services required under this RFP with continuity, reliability, and sufficient staffing and resources throughout the contract term.

Legal, Financial, and Contractual Standing

ACTenviro represents that, to the best of its knowledge and belief, there are no pending bankruptcies, liens, stop-payment notices, judgments, foreclosures, or similar actions that would materially affect the firm's ability to perform the services required under this RFP. Any litigation, arbitration, mediation, or claims that may have occurred in the ordinary course of business within the past seven (7) years have been resolved or managed without adverse impact on service delivery, financial standing, or contractual performance.

ACTenviro further states that no client has terminated a contract with the firm for breach.

Financial Resources and Staffing Capacity

ACTenviro has the financial resources, facilities, and operational capacity necessary to ensure continuous and timely performance of the requested services. ACTenviro is a wholly owned subsidiary of Republic Services, Inc., a publicly traded company, providing substantial financial stability, corporate support, and access to enterprise-level resources.

ACTenviro maintains a qualified workforce of regular employees and company-owned equipment sufficient to meet the City of Roseville's needs. In addition, through Republic Services, ACTenviro has access to a nationwide workforce of more than 42,000 employees, providing scalability, redundancy, and operational depth to support emergency response, staffing continuity, and sustained performance over the life of the contract.

APPENDIX

Full Name Dan Wildeman

Employee Title Regional Sales Executive

Years Experience with this firm >1 year Years In the Industry 10 years

Career Highlights

Dan is extremely motivated and organized individual with 13+ years of project support, sales, and client relations, 10 of those years in the hazardous waste industry. Dab achieved a consistent and efficient increase in ***customer base****,* ***revenue,*** *and* ***job productivity*** *over the past 13 years. A safety-conscious and hardworking team player looking.*

Work Experience

ACT Environmental, a Republic Services Company 2025-Present

Regional Sales Executive

- Regional Leadership: Responsible for driving hazardous waste and environmental services sales across Sacramento and Northern California, supporting municipal, industrial, and commercial clients.
- Revenue Accountability: Manage a $1.3M annual portfolio with consistent growth through strategic account management and new business development.
- Client Engagement: Lead customer communication, scope development, and proposal strategy for hazardous waste removal, disposal, and emergency response services.
- Project Development: Oversee estimating and coordination for complex projects, ensuring compliance with DTSC, DOT, EPA, and OSHA requirements.
- Technology Proficiency: Skilled in Salesforce CRM for pipeline management, forecasting, and client relationship tracking.

Graymar Environmental 2024-2025

Business Development Manager

- Manager for all customer services/sales within the Northern California territory.
- Managed all current acquisitions and onboarding of new customers.
- Pursued new lines of business/accounts.
- Managed all RFP's/proposals for the Northern California area.
- Started progressive check-ins/customer service tracking for all accounts within the territory.
- Managed P&Ls for the territory.
- Responsible for $2 million dollar sales of the targeted business.

Republic Services 2013-2016

Territory Sales Executive

- Head of Business Development in the Sacramento Area, responsible for 112 active accounts.
- Responsible for meeting quarterly sales goals.
- Oversaw all customer issues and needs.
- Oversight of all environmental and safety concerns of projects.
- Facilitator for both the customer and the operations team.
- Responsible for estimation and resource assignment for each project.

HydroChemPSC 2013-2016

Project Manager/Sales

- Responsible for the productivity of labor/equipment on job sites.
- Facilitated onsite waste disposal/profiling.
- Monitored transportation and job plans.

- Responsible for all safety procedures on job sites.
- Coordinated all morning JSA tailboards and LPSA conversations.
- Oversight of all environmental and safety concerns of projects.

Education

University of Santa Cruz *2007* *Santa Cruz, CA*

- *Psychology & Philosophy*

Qualifications/Skills/Certificates/Licenses/Specialized Training

OSHA HAZWOPER 40-Hour

OSHA 8-Hour Refresher (current)

EMT Certificate – State of California

Asbestos Supervisor Certification

Full Name Greg McGuinness

Employee Title Operation/Technical Manager

Years Experience with this firm 5 years Years In the Industry 25 years

Career Highlights

With over 25 years in hazardous waste management, Greg has consistently demonstrated exceptional leadership in managing staff, ensuring regulatory compliance, and achieving seamless project completion. Having held key roles such as Field Operations Supervisor, Project Manager, and Supervisor at Clean Harbors, Greg brings a proven track record of overseeing complex projects with a focus on safety, efficiency, and client satisfaction.

Greg's expertise includes supplier monitoring, financial statement review, policy development and enforcement, and departmental oversight. He has successfully supervised schedules, coordinated resources, and controlled maintenance operations to ensure projects are completed on time and within budget. Known for his hands-on approach, he has effectively overseen equipment operators and labor teams, ensuring all work meets the highest standards of productivity, cost-effectiveness, and safety

Work Experience

ACT Environmental 2019-Present
Operations Manager

- Administration of day-to-day Field Operations, work with Field Project Managers and Supervisors to ensure operations are planned and executed to the highest safety and quality standards.
- Interact with Sales and Support staff as well as clients to ensure customer expectations are met and/or exceeded.
- Financial duties include review of purchasing quotes, approval of PO generation, and approval of invoice processing.
- Staffing duties include interviewing potential candidates, hiring and training new employees, rewarding and disciplining employees.

Clean Harbors 2017-2019
Project Manager

- Supervised schedule, coordinated, and controlled the service of maintenance operations of the company including providing services in a safe, effective and professional manner that met the schedule and cost projections for each project. This resulted in the company achieving optimum performance conditions of productivity, cost effectiveness, safety, and ease of operation.

Clean Harbors 2013-2014
Supervisor

- Provided direct oversight of jobsite resources including but not limited to: personal equipment materials and supplies and implement the same effect.
- Provided safe, efficient, and profitable execution of all assigned projects.

Clean Harbors 2011-2013
Foreman

- Supervised equipment operators and labors for specific projects, including ensuring that the health and safety organizational program requirements were adhered to and work performed on time and within budget.

Education

Hogan High School

- *High School Diploma*

Full Name Will Strachan

Employee Title Operation Support Supervisor

Years Experience with this firm 5 years Years In the Industry 30 years

Career Highlights

With over 30 years of experience in the environmental services industry, Operations Support Supervisor Will has a proven track record of excellence in operational management and sales. Having held leadership roles such as Regional Operations Manager and Chemical Services Manager, Will brings extensive expertise in managing and scaling operations across the Western U.S.

Will's responsibilities have included overseeing the management and sales of chemical services, ensuring efficiency, compliance, and profitability for multiple locations. With deep knowledge of operational workflows, he has successfully led teams, streamlined processes, and maintained high-performance standards across a variety of chemical services locations.

Known for his strategic thinking and leadership capabilities, Will excels at aligning operational objectives with organizational goals, delivering sustainable growth, and fostering strong relationships with clients and stakeholders.

Work Experience

ACT Environmental 2019-Present
Operations Manager
- Operational Management – All

Fremouw Environmental 2015-2019
Operation Manager/Supervisor
- Operational Management – All

Clean Harbors 2011-2015
Regional Operations Manager
- Operational Management of Western U.S., Chemical Services Locations

Philip Services Corp. (PSC) 1993-2011
Chemical Services Manager
- Management and Sales of Chemical Services Group, Western U.S.

Education

Oroville High School
- *High School Diploma*

US Army Primary Leadership Development Course 1991
Chemical Services Engineering Course; PSC 1996
Supervision and Management Course; PSC 1999
Business Line Management Course; PSC 2001

Qualifications/Skills/Certificates/Licenses/Specialized Training

OSHA HAZWOPER 40-Hour

OSHA 8-Hour Refresher (current)

DOT Hazmat Employee (HM-181 & 232) with required recertification training

RCRA Hazardous Waste Regulations with refreshers

Emergency Response Operations (Levels A/B/C and D Training)

OSHA 29 CFR 1910.20 Haz Waste Operations & Emergency Response Standard

CPR, First Aid

Confined Space Entry

Blood Borne Pathogens Training

Emergency Response / Spill Response Management

Tank Cleaning

Hazardous Waste Handling, Characterization, Profiling, Transportation and Disposal

Chemical Transfers and Clean-Ups

Laboratory Clean-Up and Decontamination

Relevant Projects

Sonoma and Santa Rosa area fire cleanup services, both private through EQM/Cal Recycle.

Solano & Napa County LNU Fire Cleanup services, private sector phase 1 and Fire & Ash Debris Cleanup

El Dorado County private option fire cleanup services (currently).

Fish & Wildlife Emergency Response Contract to include illegal dump sites, inland waterway spills, and land-based incidents in northern California in its entirety.

Cal OES inland waterways certified response provider.

DTSC environmental contractor with experience in illegal burials, dump sites and criminal prosecutions.

Port of Stockton, Lehigh Cement. June 2017: Environmental Cleanup of large Cement Ship. Removed and decontaminated huge quantities of hazardous waste from large cement service vessel (610' ship). Project Value $865,000 and 110 tons of waste removed.

SC Fuels, San Jose CA. May 2016: Decontaminated 88 storage vessels in various states of disrepair and environmental cleanup of leaking tanks. Project span of 4 weeks and 88 vessels cleaned and disposed of..

Hunt & Sons gasoline truck fire, South Lake Tahoe and Truckee River. Removed over 1,000 yards of fuel contaminated creek bank as well as contained & performed river remediation efforts.

CA Department of Fish & Wildlife, Nevada City CA, 2020: Environmental cleanup of large diesel spill resulting from semi-trailer crash near HWY 20. Removal of fuel impacted soil totaling 900 tons.

Ramos environmental cleanup, Elk Grove, 2018.: Environmental cleanup of large gasoline release resulting from semi-trailer crash near on HWY 99. Removal of fuel impacted soil totaling 700 tons.

Full Name Devin Kilmer

Employee Title Project Manager

Years Experience with this firm 13 years Years In the Industry 18 years

Career Highlights

Devin is a seasoned Project Manager and Class A Driver with over a decade of hands-on experience in hazardous waste management. Since joining ACTenviro in 2013, Devin has successfully planned, coordinated, and executed complex hazardous materials projects while ensuring strict compliance with ***OSHA, EPA, and DOT regulations****. He brings a strong field-based background, overseeing technicians, optimizing workflows, enforcing safety protocols, managing manifests and regulatory documentation, and serving as the primary liaison between clients and internal teams. With prior emergency response experience through the California Conservation Corps, Devin is known for reliability, leadership, and a safety-first approach in demanding operational environments.*

Work Experience

ACT Environmental, a Republic Services Company 2013-Present

Project Manager

- Optimize workflow/processes to improve efficiency and enhance compliance
- Supervise and train technicians, ensuring adherence to safety standards
- Develop and enforce safety protocols to mitigate risks
- Plan, coordinate, and execute hazardous material projects, ensuring OSHA, EPA, and DOT
- regulations
- Act as primary liaison between clients and internal stakeholders
- Safely transport hazardous waste materials in accordance with DOT and company regulations
- Conduct pre and post-trip inspections to ensure vehicle safety and compliance
- Manage documentation, including manifests and other required paperwork
- Utilize expertise in handling roll off bins and heavy drums for efficient waste disposal

California Conservation Corps 2008-2012

Corpsmember

- Engaged in diverse projects, including wildfire response, trail construction, and habitat restoration
- Acquired valuable skills in teamwork, leadership, and environmental stewardship
- Received training in areas such as firefighting techniques and resource management
- Contributed to emergency response efforts and demonstrated a commitment to community and environmental service

Education

High School Diploma

Full Name Luis Montoya

Employee Title Technician

Years Experience with this firm 7 years Years In the Industry 7 years

Career Highlights

Luis Montoya is a highly skilled Environmental Technician with over 7 years of experience in hazardous waste handling, emergency response, and remediation projects. He specializes in collecting, segregating, and packaging hazardous materials for safe transport and disposal, ensuring compliance with federal, state, and local regulations. Luis has supported numerous emergency response operations and household hazardous waste (HHW) events, demonstrating strong technical expertise and a commitment to safety.

Work Experience

ACT Environmental, a Republic Services Company 2018-Present

Technician

- Collect, segregate, and package hazardous waste for transport and disposal in compliance with DTSC, DOT, EPA, and OSHA regulations.
- Perform waste characterization, profiling, and documentation to ensure regulatory compliance
- Support Household Hazardous Waste (HHW) events by sorting and consolidating waste streams for cost-effective disposal.
- Respond to emergency spill incidents, including jetting lines and containment for industrial clients.
- Assist in remediation projects, including liquid discharge operations for municipal clients.
- Operate equipment safely, including forklifts and confined space entry gear, while adhering to strict safety protocols.
- Maintain accurate manifests, labels, and inspection logs for all hazardous waste pickups and emergency response activities.

Pedrick Produce 2012-2018

Associate

- Stocked and organized produce, maintained cleanliness, and supported store operations.

Education

Dixon High School *Dixon, CA*

- *High School Diploma*

Qualifications/Skills/Certificates/Licenses/Specialized Training

OSHA HAZWOPER 40-Hour

OSHA 8-Hour Refresher (current)

DOT Hazmat Employee (HM-181 & 232) with required recertification training RCRA Hazardous Waste Regulations with refreshers

Emergency Response Operations (Levels A/B/C and D Training)

OSHA 29 CFR 1910.20 Haz Waste Operations & Emergency Response Standard CPR, First Aid

Confined Space Entry

Blood Borne Pathogens Training

Emergency Response / Spill Response Management Tank Cleaning

Hazardous Waste Handling, Characterization, Profiling, Transportation and Disposal Chemical Transfers and Clean-Ups

Laboratory Clean-Up and Decontamination

Employee Relations/ Union Awareness

Corrective Action Training; Hazmat Placarding

Full Name Joseph Garcia

Employee Title Lead Driver/Foreman

Years Experience with this firm 7.5 years Years In the Industry 25 years

Career Highlights

Joseph Garcia is an experienced Lead Driver and Foreman with over 25 years in hazardous waste management and emergency response. He specializes in crew leadership, hazardous waste categorization, packaging, and compliant transportation. Joseph has managed large-scale cleanup operations, including fire recovery, illegal dumpsite remediation, and EPA mine restoration projects, ensuring safety and regulatory compliance at every stage.

Work Experience

ACT Environmental, a Republic Services Company 2018-Present

Lead Driver/Foreman

- Collect, segregate, and package hazardous waste for transport and disposal in compliance with DTSC, DOT, EPA, and OSHA regulations.
- Lead hazardous waste transportation and disposal operations across Northern California, ensuring compliance with DTSC, DOT, EPA, and OSHA regulations.
- Supervise crews during emergency response events, including fire recovery and illegal dumpsite cleanups.
- Perform waste characterization, profiling, and documentation for regulatory compliance.
- Coordinate logistics for large-scale projects, including packaging and transporting hazardous materials from multiple properties.
- Operate and maintain specialized equipment for spill response, tank cleaning, and confined space entry.
- Train and mentor team members on safety protocols and hazardous waste handling procedures.

Ramos Environmental 2000-2018

Hazardous Materials Driver

- Emergency response cleanup services, hazardous materials driver, labpack technician.

Education

High School

- *High School Diploma*

Qualifications/Skills/Certificates/Licenses/Specialized Training

OSHA HAZWOPER 40-Hour

OSHA 8-Hour Refresher (current)

DOT Hazmat Employee (HM-181 & 232) with required recertification training RCRA Hazardous Waste Regulations with refreshers

Emergency Response Operations (Levels A/B/C and D Training)

OSHA 29 CFR 1910.20 Haz Waste Operations & Emergency Response Standard CPR, First Aid

Confined Space Entry

Blood Borne Pathogens Training

Emergency Response / Spill Response Management Tank Cleaning

Hazardous Waste Handling, Characterization, Profiling, Transportation and Disposal Chemical Transfers and Clean-Ups

Laboratory Clean-Up and Decontamination

Employee Relations/ Union Awareness

TEAM TRAINING

ACTenviro provides an initial 40-hour training class to all personnel before assigning them to any field projects involving hazardous materials. The course is designed to meet OSHA 29 CFR 1910.120, U.S. EPA Orders 1440.2 and 1440.3, and Cal OSHA 8 C CR 5192.

All service personnel must also pass a DOT and OSHA/HAZWOPER physical examination and receive certification to wear a respirator before working with hazardous materials. All personnel receive an annual physical as a part of ACTenviro's medical monitoring program. All 40-hour trained personnel also receive a yearly eight-hour refresher training course. Refresher courses consist of relevant topics, including, but not limited to, contingency planning and emergency response, decontamination, waste characterization, hazardous materials handling, a review of current federal regulations, and container management. Onsite supervisory personnel and individuals tasked with handling, storing, and treating waste also receive additional training.

Emergency response training is conducted per 29 CFR 1910.120 and the facility's contingency plan. Each employee, with a specific duty established in the contingency plan, will receive full training in the specifics of their required responsibilities or actions. This training includes drills or simulated emergencies to provide personnel practice and determine the adequacy and effectiveness of the contingency plan.

ACTenviro's training program for hazardous materials transportation personnel includes HM-126F training, which addresses general awareness, function-specific,and safety training per DOT 49 CFR 172.704. At minimum, transportation personnel are also provided 24-hour TSD facility HAZWOPER training per OSHA 29 CFR 1910.120(p).

Before working in the field, ACTenviro's technical service chemists personnel must attend a course in hazardous waste management for lab pack operations. This course covers regulation overview (RCRA/CERCLA), waste identification, selecting a DOT shipping description, DOT hazard class review, DOT & EPA labeling/ marking/placarding, POPS packaging standards, manifesting & land disposal restrictions, and hazardous materials table.

ACTenviro's technical services personnel are trained to meet or exceed federal, state, and company requirements.

ACT Field Personnel, Including Managers, Receive Training In:

- ✔ OSHA's 29 CFR 1910.120 – Hazardous Waste Operations and Emergency Response Standard initial 40-hour and 24-hour trained along with 8-hour refreshers as required.
- ✔ Confined Space Entry
- ✔ CPR/First Aid (Annually)
- ✔ Respiratory Protection
- ✔ Lead Awareness
- ✔ DOT 126F Training
- ✔ Emergency Response Operations (Level C/D Training)

Site Supervisors And Foremen Receive Additional Training On:

- ✔ 10-Hour OSHA Competent Person Training
- ✔ OSHA Excavation and Trenching Safety
- ✔ OSHA20 CFR 1910.120 Supervisor Training
- ✔ Supervisory Responsibilities
- ✔ Identifying and Handling Hazardous Materials

Additional Terms for Consideration:

Scope of Services: Contractor shall perform all services, and comply in all respects, as described herein for the consideration stipulated, and in compliance with State and City Codes. Such services may include:

A. **WASTE SERVICES.** Except as otherwise directed by Contractor, prior to any Waste management, handling or disposal, City must submit to Contractor for approval a completed waste product questionnaire, profile, manifest, or similar document describing Waste to be handled ("Waste Documentation") and provide a representative sample (if Contractor requests). Contractor is not required to perform an exhaustive analysis of the Waste to identify its components, nor will any Contractor analysis relieve City of its responsibility to ensure the Waste conforms to the approved Waste Documentation. Contractor does not guarantee that it will accept any particular type of Waste upon receipt of Waste Documentation.

i. TITLE AND LIABILITY. Title, liability, and responsibility for Waste will pass to Contractor upon Contractor's acceptance of the Waste at Contractor's facility unless shipment of the Waste is the responsibility of Contractor, in which event title, responsibility and liability will pass upon delivery to, and acceptance by, Contractor at the commencement of shipment. Title, liability, and responsibility for Non-Conforming Waste will always remain with City, regardless of whether physical possession has passed to Contractor. Under no circumstances shall Contractor be deemed the generator of any Waste or other material managed under this Agreement.

ii. NON-CONFORMING WASTE. "Non-Conforming Waste" is any material that deviates from the description provided by City (including specifications set forth in the approved Waste Documentation) or any representative sample or supporting information or analyses, or that could alter the hazard, risk, or cost assumed by Contractor in performing the Services, or does not comply with applicable regulations, or that could cause Contractor to be in noncompliance with any permit or other authorization. If Contractor determines that any Waste is Non-Conforming Waste, it will have the right to reject, revoke acceptance of, or determine alternative disposal for, such Non-Conforming Waste, and convey it to City or another location. City will pay Contractor's penalties, damages, and costs related to the Non-Conforming Waste including, without limitation, for injury to people or property, handling, analysis, transportation, repackaging, and time involved in conveying Non-Conforming Waste to City or other location or arranging for alternative disposal.

iii. PACKAGING, LOADING AND TRANSPORTATION. Unless Contractor agrees to provide packaging, loading, and transportation of the Waste to Contractor facility, City is responsible for each. If packaging is City's responsibility, it shall ensure that its Waste is properly classified, packaged, marked, labeled and in condition for shipment per applicable regulations. If loading is City's responsibility, it shall properly and legally load its Waste on vehicles provided or arranged for by Contractor to transport the Waste. If transportation is City's responsibility, it shall arrange to legally transport the Waste to Contractor's facility. The Parties agree and understand that reasonable refusal by Contractor or its subconsultant to package, load, transport, handle, dispose of, or recycle Non-Conforming Waste will not be a breach of this Agreement. City acknowledges that any Waste received that is not properly classified, packaged, marked, labeled, or contained may still be processed by Contractor, at its sole discretion, but will be subject to additional charges.

B. **ON SITE SERVICES.** City shall ensure unobstructed access to City's site and/or area to be serviced. City shall inform Contractor of any known hazards or risks associated with the site, and City represents and warrants that it maintains and shall maintain a safe working environment for Contractor's personnel. If, in its sole discretion, Contractor discovers any hazardous or unsafe working condition, Contractor shall have the right to immediately take action to mitigate such unsafe conditions, and Contractor shall be under no obligation to continue performing any of the Services until such action is complete and the site is safe. City shall inform Contractor in writing of any site-specific conditions or requirements that will impact the performance of the Services prior to the commencement of Services.

C. **EMERGENCY RESPONSE**

i. City may request response Services by telephone at 800-899-4672 or pursuant to a mutually agreed written Pricing Document. City shall provide Contractor with all information necessary to assess the type of response Service needed, upon which Contractor will rely in determining if and to what extent Contractor will respond. All emergency response related Services are provided at Contractor's current standard rates, unless otherwise quoted by Contractor.

ii. City acknowledges that Contractor's provision of response related Services is on an as-available basis and does not guarantee Contractor's response or a response within a specific timeframe. City also acknowledges that Contractor does not represent or warrant that it will recover any specific quantity of Waste or that it will achieve any specific level of cleanliness. CONTRACTOR DOES NOT REPRESENT OR WARRANT THAT, AND CUSTOMER WAIVES ANY CLAIMS THAT, ITS SERVICES WILL RENDER ANY REAL OR PERSONAL PROPERTY, SAFE FOR HUMAN ACTIVITY OR OCCUPATION, OR BE IN COMPLIANCE WITH ANY APPLICABLE LAW.

Contract Purchase Agreement 3003463

Contract Terms and Conditions

1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Contractor is an independent contractor, and shall not be considered an officer, agent or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days written notice. City's termination shall be without further liability to City; however, Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All fair employment practices must be adhered to. In addition, if the project referenced on this service agreement is a Public Works project, all prevailing wage laws must be complied with. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.
10. Contractor agrees to the below insurance requirements:
    a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in

full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.

b. Form. Contractor shall submit an ACORD form certificate of insurance evidencing ~~such~~ the coverage required in Attachment A which shall be maintained for the period covered by this Agreement ~~in a form satisfactory to Risk Management and the City Attorney,~~ prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

c. Additional Insureds. Contractor shall also provide a ~~separate~~ blanket-form endorsement ~~or section of the policy showing~~ providing additional insured status to the City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate blanket-form endorsement, form LD-20287 (06/06), ~~or section of the policy,~~ and shall not seek contribution from City's insurance or self-insurance. ~~In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office (ISO) CG 20 01 Endorsement~~. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or
(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

d. Cancellation/Modification. Contractor shall provide thirty (30) days written notice to City prior to cancellation or material modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed via blanket-form endorsement to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) shall be the sole responsibility of the Contractor. ~~must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right~~.

h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a blanket-form waiver of subrogation endorsement in favor of City, its officers, agents,

employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 10 ~~38~~ 04 13 or an equivalent, blanket-form endorsement ~~or section of the policy~~. The blanket-form endorsement shall provide additional ~~status to cover~~ the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory via blanket-form endorsement.
- The General Liability and Automobile Liability policies shall be endorsed via blanket-form notice of cancellation endorsements providing 30 days' notice of cancellation to the City. ~~must be provided~~
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

~~**Construction:**~~ ____
~~General Liability:~~
~~$2 Million/occurrence~~
~~$4 Million aggregate~~

~~**Design Professional:**~~ ____
~~General Liability:~~
~~$2 Million/occurrence~~
~~$4 Million aggregate~~
~~Professional Liability:~~
~~$2 Million/occurrence~~

~~**Professional Consultant:**~~ ____
~~Professional Liability:~~
~~$1 Million/occurrence~~

~~**IT Services:**~~ ____
~~Professional Liability:~~
~~$1 Million/occurrence~~
~~No auto required~~

~~**Hazardous Materials:**~~ ____
~~Pollution Liability:~~
~~$1 Million/occurrence~~

~~**Special Events/Caterers Vendors:**~~ ____
~~No auto required~~
~~No workers' comp required~~

~~**Professional Counseling/ Psychological:**~~ ____
~~Professional Liability:~~
~~$1 Million/occurrence~~
~~No auto required~~

~~**Pyrotechnics:____**~~
~~General Liability:~~
~~$5 Million/occurrence~~
~~$10 Million aggregate~~
~~Auto – $2 Million/occurrence~~

Chemical/Environmental:_X_
General Liability:
$3 Million/occurrence
$6 Million aggregate

Contractor's Pollution Liability – $2 Million/Occurrence/$4 Million aggregate
Auto - $2 Million combined single limit/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202



ACT enviro

REPUBLIC SERVICES

ADVANCED CHEMICAL TRANSPORT, LLC
6940 Tremont Road
Dixon, CA 95620



Department: Roseville Electric Utility
Date: 4/23/2026
RFP No. 07-121
for
Hazardous and Non-Hazardous Waste Disposal Services

Ranking	Company Name	Evaluation Criteria "A" Score (after weighting)	Evaluation Criteria "B" Score (after weighting)	Evaluation Criteria "C" Score (after weighting)	Evaluation Criteria "D" Score (after weighting)	Total Score
1	ACTenviro	22	23	22	21	88
3	Clean Harbors Environmental Services	23	21	20	19	83
2	Patriot Environmental Services	22	22	20	20	84
		Max 25 points	Max 25 points	Max 25 points	Max 25 points	

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.3
File #: 0800-03
Item ID: 2026-592

Title:	California Greenhouse Gas Cap-and-Trade Program – 2027 Allowance Allocation
Contact:	Pooja Sharma 916-746-1658 PSharma@roseville.ca.us

SUMMARY

Staff recommends approval to allocate 100% of the City's 2027 Greenhouse Gas (GHG) allowances to the Compliance account for future compliance obligations, with no allowances allocated to the Auction account. The allowances, valued at approximately $7.9 million, will be used to offset future GHG compliance obligations.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution directing 100% of the City's 2027 Greenhouse Gas (GHG) allowances to the Compliance account for future compliance obligations, with no allowances allocated to the Auction account.

BACKGROUND

As an electric distribution utility, the City annually receives an allocation of GHG allowances from the State of California under the Cap-and-Invest program. These allowances can be utilized for compliance purposes or consigned for auction. The City is required to designate how to distribute the allowances between its Compliance account and Auction account:

- Allowances placed in the Compliance account must be utilized to meet the City's emission compliance obligation, which includes emissions from operating the Roseville Energy Park (REP), and emissions associated with out-of-state electricity imports to serve the City's load.
- Allowances placed in the Auction account must be consigned to the quarterly auctions, with the City receiving the proceeds subject to specific spending restrictions.

The City is expected to receive up to 262,860 allowances for 2027, less an adjustment of about 2% (or about 6,000 allowances) due to its participation in the Energy Imbalance Market (EIM). This 2% is estimated based on historical data, and the State will inform the City of the exact amount by the end of August 2026.

The recommendation to allocate all 2027 GHG allowances to the Compliance Account is driven by REP Compliance obligations. Following a multi-year rulemaking process that began in 2023, CARB adopted amendments to the Cap-and-Invest Program on May 29, 2026. These amendments reduce the City's projected allowance allocation by approximately 14% for the 2027–2030 period. Uncertainty remains regarding market conditions, allowance prices, and potential regulatory changes post-2030 as California works toward its 2045 climate goals. In addition, since entering the Energy Imbalance Market (EIM) in 2021, there has been an increase in REP operations, driving a higher demand for allowances to meet compliance obligations.

By banking all the 2027 GHG allowances, the City can more effectively manage its compliance obligations in light of anticipated regulatory changes and increased operational demand. Staff will continue to monitor the regulatory and market developments closely, reassessing the allocation of allowances annually to ensure alignment with the latest regulatory and market conditions.

FISCAL IMPACT

There is no direct fiscal cost associated with the GHG allowance allocation. The allowances, valued at approximately $7.9 million, will be used to meet future GHG compliance requirements.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. Approval of the 2026 GHG Allowance Allocation meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

2. Remain fiscally responsible in a changing world
4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Pooja Sharma, Electric Resources Planner

Daniel Beans, Electric Utility Director

ATTACHMENTS:

1. Resolution 26-306

REVIEWERS:

Pooja Sharma, Electric Department - Resource Planning & Generation	Created/Initiated - 7/2/2026
William Forsythe, Electric Department - All	Approved - 7/9/2026
Shawn Matchim, City Clerk Department	Approved - 7/13/2026
Chris Porter, Electric Department - Engineering	Approved - 7/15/2026
Daniel Beans, Electric Department - All	Approved - 7/16/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/21/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-306

APPROVING 100% OF THE ALLOCATION OF CITY'S 2027 GREENHOUSE GAS CAP-AND-TRADE PROGRAM ALLOWANCES

WHEREAS, the City Council approved the Roseville Greenhouse Gas Cap-and-Trade Program in August 2012 and updated said program in February 2013; and

WHEREAS, this program defines how Roseville Electric will use the emission allowances it receives from the State each year; and

WHEREAS, each year the City is required to designate how to distribute the allowances between its Compliance account and Auction account; and

WHEREAS, the City's 2027 allocation of Greenhouse Gas Cap-and-Trade Program allowances is 262,860, less an adjustment of about 2%; and

WHEREAS, staff recommends 100% of the City's 2027 Greenhouse Gas (GHG) allowances be allocated to the Compliance account.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville that it hereby approves 100% of the City's 2027 Greenhouse Gas (GHG) allowances be allocated to the Compliance account.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.4
File #: 0800-03
Item ID: 2026-596

Title:	Electric Department Physical Security Plan Review
Contact:	Tom Pontes 916-774-5550 tpontes@roseville.ca.us

SUMMARY

California Senate Bill (SB) 699 requires the state's electric utilities to develop and submit robust physical security plans to safeguard their electrical distribution systems from intentional threats. Roseville Electric has completed its required five-year program review and update of the Roseville Electric Utility Security Plan, pursuant to SB 699 and California Public Utilities Commission (CPUC) Decision 19-01-018. This plan outlines how the utility identifies, evaluates, and mitigates potential physical security risks to critical electric distribution facilities. This regular and periodic review supports statewide efforts to strengthen the security and resilience of utility infrastructure. Staff is recommending City Council acknowledgment that the required five-year program review has been completed in accordance with CPUC Decision 19-01-018 and authorization for the Electric Director or designee to transmit a Notice of Program Review and Plan Update to the CPUC within thirty (30) days of City Council approval. This action has no fiscal impact.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution acknowledging that the required five-year program review and updates to the Roseville Electric Security Plan have been completed in accordance with CPUC Decision 19-01-018. Staff further requests City Council authorization for the Electric Utility Director or designee to transmit a Notice of Program Review and Plan Update to the California Public Utilities Commission within thirty (30) days of City Council approval.

BACKGROUND

In 2013, an attack on PG&E's Metcalf Transmission Substation exposed vulnerabilities in the state's electric grid and prompted regulators to strengthen physical security expectations for utilities. In response, California began developing a consistent, risk-based approach for evaluating and mitigating threats to electric distribution systems. Through statewide workshops and coordinated industry input, public and investor-owned utilities worked together to outline a framework for identifying high-priority facilities, assessing risks, and developing mitigation measures where needed. These collaborative efforts culminated in the enactment of Senate Bill (SB) 699 (2019), which codified California's risk-based approach to distribution grid security into state law. SB 699 requires electrical corporations to develop, implement, and periodically update distribution grid security plans that identify critical distribution facilities, assess physical security risks, and establish appropriate mitigation measures. The legislation also requires the California Public Utilities Commission (CPUC) to review and approve these plans while ensuring that sensitive security information remains protected from public disclosure, creating a consistent statewide framework for strengthening the physical security and resilience of California's electric distribution system.

The CPUC implemented these statutory requirements through CPUC Decision 19-01-018, which

established the regulatory process for utility distribution grid security plans and adopted requirements governing the identification of critical distribution facilities, risk assessment methodologies, mitigation planning, and periodic updates. The decision also established procedures for the confidential submission and Commission review of utility security plans, ensuring regulatory oversight while protecting sensitive security information from public disclosure. Roseville Electric's Physical Security Plan is based on this framework and incorporates a structured process for evaluating physical security risks, ensuring third-party review, and maintaining appropriate documentation. This plan was originally adopted by Resolution #21-277 of the City Council on June 16, 2021, and subsequently updated with minor revisions in Resolution #22-452 on December 7, 2022. As part of the ongoing utility obligations under this CPUC Decision, a five-year program review and update of this plan is required. Upon completion of this program review and acknowledgment by City Council, a Notice of Program Review and Plan Update will be transmitted to the CPUC. The recently completed program review confirms that Roseville Electric's approach remains effective, aligned with statewide expectations, and focused on supporting the continued security and resilience of the utility infrastructure that serves the community.

FISCAL IMPACT

There is no fiscal impact associated with this action. The five-year review and update of the Physical Security Plan is an administrative and compliance-driven activity that does not require additional funding, does not authorize new projects, and does not modify existing budget appropriations.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The update and verification of the Roseville Electric Utility Security Plan meet the above criteria and are not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

1. Ensure a safe and healthy community
6. Deliver exceptional City services

Respectfully Submitted,
Tom Pontes, Assistant Electric Utility Director

Daniel Beans, Electric Utility Director

ATTACHMENTS:

1. Resolution 26-308

REVIEWERS:

Tom Pontes, Electric Department - All	Created/Initiated - 7/15/2026
Chris Porter, Electric Department - Engineering	Approved - 7/16/2026
Daniel Beans, Electric Department - All	Approved - 7/16/2026

Kelly Aye, City Attorney Department	Approved - 7/22/2026
Katrina Six, City Clerk Department	Approved - 7/22/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-308

ACKNOWLEDGING AND APPROVING THE FIVE-YEAR PROGRAM REVIEW AND UPDATE OF THE ROSEVILLE ELECTRIC PHYSICAL SECURITY PLAN AND AUTHORIZING THE TRANSMITTAL OF A NOTICE OF PROGRAM REVIEW AND PLAN UPDATE TO THE CALIFORNIA PUBLIC UTILITIES COMMISSION

WHEREAS, California Senate Bill (SB) 699 requires the state's electric utilities to develop and submit robust physical security plans to safeguard their electrical distribution systems from intentional threats; and

WHEREAS, Roseville Electric has completed its required five-year program review and update of the Roseville Electric Utility Security Plan, pursuant to SB 699 and California Public Utilities Commission (CPUC) Decision 19-01-018; and

WHEREAS, the program review and associated update of the Roseville Electric Security Plan confirms that Roseville Electric's approach to physical security remains effective, aligned with statewide requirements and expectations, and focused on the continued security and resilience of utility infrastructure.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Roseville hereby acknowledges that the required five-year program review and update of the Roseville Electric Physical Security Plan have been completed in accordance with CPUC Decision 19-01-018.

ADDITIONALLY, BE IT RESOLVED that the City Council of the City of Roseville authorizes the Electric Utility Director or designee to transmit a Notice of Program Review and Plan Update to the CPUC Safety and Enforcement Division within thirty (30) days of City Council approval.

BE IT FURTHER RESOLVED that the City Council of the City of Roseville finds that the Roseville Electric Physical Security Plan contains sensitive information regarding the security of critical electric infrastructure, including vulnerability assessments, physical security measures, and other security-sensitive information. Public disclosure of the Roseville Electric Physical Security Plan could compromise the security of the City's electric utility facilities and infrastructure. Accordingly, the Roseville Electric Physical Security Plan is exempt from public disclosure to the extent permitted by the California Public Records Act (Government Code, Division 10 of Title 1), including, without limitation, Government Code section 7922.000 and any other applicable exemptions protecting security-sensitive, critical infrastructure, or confidential utility information.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.5
File #: 0800-02
Item ID: 2026-582

Title:	Roseville Municipal Code Addition - Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments
Contact:	Archana Wagley, My Tien Doan 916-746-1704, 916-774-5472 aswagley@roseville.ca.us, mtdoan@roseville.ca.us

SUMMARY

Staff recommends that the City Council introduce for first reading an ordinance adding Chapter 14.05 of Title 14 of the Roseville Municipal Code regarding administrative remedies procedures for challenges to property-related fees, charges, and assessments.

RECOMMENDATION

Staff recommends that the City Council introduce for first reading an ordinance adding Chapter 14.05 of Title 14 of the Roseville Municipal Code regarding administrative remedies procedures for challenges to property-related fees, charges, and assessments.

BACKGROUND

Article XIII D, Section 6 of the California Constitution, more commonly known as Proposition 218, created procedural and substantive limitations on the ability of a local agency to levy assessments and property-related fees and charges. For example, property-related fees cannot exceed the proportional cost of providing the service, and the revenues generated from such fees cannot exceed the total cost of service or be used for an unrelated purpose. When a local agency is considering setting new rates, Proposition 218 requires, among other things, notice, hearing, and protest procedures, depending on the character of the assessment, fee, or charge.

AB 2257, enacted in 2024, allows local agencies to adopt an optional 'exhaustion of administrative remedies' process for challenges to certain local agency fees, specifically property-related water and sewer fees and assessments governed by Proposition 218. The process is summarized as follows:

- The local agency must make the proposed rates available at least 45 days prior to the deadline for a property owner to submit objections, and provide notice of the administrative remedy procedure in a public hearing notice.
- The local agency must post evidence supporting the rates on the agency's website, and mail it to a property owner upon request.
- The local agency must provide property owners with a minimum of 45 days in which to submit a written objection alleging noncompliance with Proposition 218.
- The local agency must respond in writing to each written objection prior to the close of the public hearing during which the agency considers adopting the fee or assessment in question.

If a local agency complies with the above requirements, a person or entity may only bring a judicial action or proceeding alleging noncompliance with Proposition 218 after that person or entity has timely submitted

to the local agency a written objection to that fee or assessment. AB 2257 also limits any litigation to the administrative record of the public hearing.

FISCAL IMPACT

There is no fiscal impact associated with the proposed Ordinance.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)).

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

5. Support community engagement and advocacy
6. Deliver exceptional City services

Respectfully Submitted,
Archana Wagley, EU Business Services Manager
My Tien Doan, Deputy City Attorney

Sean Bigley, Environmental Utilities Director

ATTACHMENTS:

1. Ordinance - First Reading

REVIEWERS:

Archana Wagley, Environmental Utilities Department	Created/Initiated - 6/26/2026
Brian Craighead, Environmental Utilities Department	Approved - 6/29/2026
Sean Bigley, Environmental Utilities Department - All	Approved - 6/30/2026
Kelly Aye, City Attorney Department	Approved - 7/8/2026
Katrina Six, City Clerk Department	Approved - 7/13/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

ORDINANCE NO. _____

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE ADDING CHAPTER 14.05 OF TITLE 14 OF THE ROSEVILLE MUNICIPAL CODE REGARDING ADMINISTRATIVE REMEDIES PROCEDURE FOR CHALLENGES TO FEES, CHARGES, AND ASSESSMENTS

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Chapter 14.05 is hereby added to Title 14 of the Roseville Municipal Code to read as follows:

Chapter 14.05

ADMINISTRATIVE REMEDIES PROCEDURE FOR CHALLENGES TO FEES, CHARGES, AND ASSESSMENTS

Sections:

14.05.010 Scope.

14.05.020 Duty to exhaust issues.

14.05.030 Procedures.

14.05.040 City responses; Council consideration.

14.05.050 City council determinations.

14.05.060 Severability.

Section 14.05.010 Scope.

The duty to exhaust administrative remedies imposed by this chapter extends to:

A. Any fee or charge subject to Article XIII D of the California Constitution;

B. Any assessment on real property levied by the city; and

C. The methodology used to develop and levy such a fee, charge, or assessment.

Section 14.05.020 Duty to exhaust issues.

No person may bring a judicial action or proceeding alleging noncompliance with the California Constitution or other applicable law for any new, increased, or extended fee, charge, or assessment levied by the city, unless that person submitted to the city clerk a timely, written objection to that fee, charge, or assessment specifying the grounds for alleging noncompliance. The issues raised in any such action or proceeding shall be limited to those raised in such an objection unless a court finds the issue could not have been raised in such an objection by those exercising reasonable diligence.

Section 14.05.030 Procedures.

The city shall:

A. Make available to the public any proposed fee, charge, or assessment to which this chapter applies no less than forty-five (45) calendar days before the deadline for a

ratepayer or assessed property owner to submit an objection pursuant to Section 14.05.030(D).

B. Post on its internet website a written basis for the proposed fee, charge, or assessment, such as a cost-of-service analysis or an engineer's report.

C. Mail the written basis described in Section 14.05.030(B) to a ratepayer or property owner upon request.

D. Provide at least forty-five (45) calendar days for a ratepayer or assessed property owner to review the proposed fee, charge, or assessment and to timely submit to the city clerk a written objection to that fee, charge, or assessment that specifies the grounds for alleging noncompliance. Any objection shall be submitted before the end of the public comment portion of a hearing on the fee, charge, or assessment.

E. Include in a written notice of the hearing the following, including, but not limited to, a notice pursuant to California Constitution, Article XIII D, Section 4(c) or Section 6(a)(1):

1. A link to the written basis posted on the city's internet website described in Section 14.05.030(B).

2. All substantive and procedural requirements for submitting an objection to the proposed fee, charge, or assessment such as those specified for a property-related fee under California Constitution, Article XIII D, Section 6(a) or for an assessment on real property under California Constitution, Article XIII D, Section 4(e).

3. A prominently displayed statement that:

a. All written objections must be submitted to the city clerk by the end of the public comment period at the hearing; and

b. A failure to timely object in writing bars any right to challenge that fee, charge, or assessment in court and that any such action or proceeding will be limited to issues identified in such objections.

Section 14.05.040 City responses; Council consideration.

Before or during the hearing, the city shall respond in writing to any timely written objections and the city council shall consider such objections and responses before the end of the hearing. The city council may adjourn the hearing to another date if necessary to respond to comments received after the agenda is posted for the meeting at which the hearing occurs. The city's responses shall explain the substantive basis for retaining or altering the proposed fee, charge, or assessment in response to written objections, including any reasons to reject requested amendments.

Section 14.05.050 City council determinations.

The city council, in exercising its legislative discretion, shall determine any of the following:

A. Whether the written objections and the city's response warrant clarifications to the proposed fee, charge, or assessment.

B. Whether to reduce the proposed fee, charge or assessment.

C. Whether to further review the proposed fee, charge, or assessment before making a determination on whether a clarification or reduction to the proposed fee, charge, or assessment is needed.

D. Whether to proceed with the hearing, to continue it, or to abandon the proposal.

Section 14.05.060 Severability.

The provisions of this chapter are hereby declared to be severable. If any provisions, sentence, clause, word, or paragraph of this chapter or the application thereof to any person, establishment, or circumstance shall be held unconstitutional, unlawful, or otherwise invalid by a court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity or application of the remaining portion of this chapter.

SECTION 2. The City Clerk is hereby authorized and directed to cause this ordinance to be published in full at least once within fourteen (14) days after it is adopted in a newspaper of general circulation in the City, or shall within fourteen (14) days after its adoption cause this ordinance to be posted in full in at least three (3) public places in the City and enter in the Ordinance Book a certificate stating the time and place of said publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____

MAYOR

ATTEST:

_____

City Clerk

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.6
File #: 0200
Item ID: 2026-435

Title:	Debt, Lease, and Subscription-Based Information Technology Arrangement Management Solutions - Sole Source Contract Purchase Agreement
Contact:	Teri Quinlan 916-774-5316 tquinlan@roseville.ca.us

SUMMARY

Staff recommends approval of a sole source contract purchase agreement with Fifth Asset Inc. dba DebtBook in the amount of $81,000 covering a three-year term to provide debt, lease, and subscription-based information technology arrangement management software. The recommended agreement is a sole source because the system has been fully implemented and configured to meet the City's operational and reporting needs, and no other vendor has been identified that provides a comparable, integrated platform designed for the public sector with the functionality required to support the City's debt, lease, and subscription accounting and reporting needs. Funding is included in the Finance Department's budget in the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve the three-year sole source Contract Purchase Agreement (3005559) with Fifth Asset Inc. dba DebtBook for debt, lease, and subscription-based information technology arrangement management software, and authorize the City Manager to execute the agreement on behalf of the City of Roseville.

BACKGROUND

DebtBook is a cloud-based debt, lease, and subscription management system that helps the City with its debt management, leases, and subscription-based information technology arrangements (SBITAs) in the following ways: analyzing leases and SBITAs; generating tracking schedules, amortization schedules, and journal entries for recording to the general ledger; and preparing financial statement disclosures. The City has utilized DebtBook software since July 2022 to support debt, lease, and SBITA accounting and reporting. The system has been fully implemented and configured to meet the City's operational and reporting needs. Transitioning to a new solution would require significant time and resources for implementation, data migration, and staff training, and would disrupt established processes. No other vendor has been identified that provides a comparable, integrated platform designed for public sector finance with the functionality required to support the City's debt, lease, and SBITA accounting and reporting needs.

FISCAL IMPACT

The contract purchase agreement totaling $81,000 provides DebtBook's cloud-based software for a three-year term, effective July 6, 2026, with a Year 1 cost of $25,000, Year 2 cost of $27,000, and Year 3 cost of $29,000. Adequate funding is included in the Finance Department's budget in the General Fund.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct

or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The DebtBook agreement meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

2. Remain fiscally responsible in a changing world

Respectfully Submitted,
Teri Quinlan, Accounting Manager

Scott Pettingell, Finance Director

ATTACHMENTS:

1. Resolution 26-303
2. CPA 3005559

REVIEWERS:

Teri Quinlan, Finance Department	Created/Initiated - 7/9/2026
Scott Pettingell, City Clerk Department	Approved - 7/13/2026
Shannon Wiest, Finance Department - Purchasing	Approved - 7/16/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/23/2026
Katrina Six, City Clerk Department	Final Approval - 7/23/2026

RESOLUTION NO. 26-303

APPROVING A SOLE SOURCE CONTRACT PURCHASE AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND FIFTH ASSET INC. DBA DEBTBOOK, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, the Sole Source Contract Purchase Agreement (3005559) for debt, lease, and subscription-based information technology arrangement management solutions, by and between the City of Roseville and Fifth Asset Inc. dba DebtBook, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

Contract Purchase Agreement 3005559

Supplier Details:

Company	Fifth Asset Inc dba DebtBook
Contact	Bill Fray
Address	1930 Camden Rd #200
	Charlotte, NC 28203

Submit your response to:

Company	City of Roseville
Contact	Erica Kaminski
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1108
Fax	(916) 746-1115
E-mail	enkaminski@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005559

Agreement	**3005559**
Agreement Date	**01-JUL-2026**
Revision	**0**
Agreement Amount	**81,000.00 USD**

Invoice To
City of Roseville
Accounts Payable
311 Vernon St
ROSEVILLE CA 95678
Phone: (916) 774-5488
Fax: (916) 784-3796
Email: accountspayable@roseville.ca.us

Supplier
Fifth Asset Inc dba DebtBook
1930 Camden Rd #200

Charlotte, NC 28203
Phone: ()
Fax: ()
Email: bill.fray@debtbook.com

Description of Labor, equipment and/or materials

Vendor shall provide Debt Management Core, Debt Accounting, and Lease and Subscription-Based Information Technology Arrangement (SBITA) Management Complete in accordance with the attached Fifth Asset Inc dba DebtBook negotiated Order Form and Master Services Agreement dated 7/6/26.

Please contact LaTara Baker in the Finance Department at 916-746-1396 or LSBaker@roseville.ca.us for any questions regarding this agreement.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	15332	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
06-Jul-2026	**05-Jul-2029**	**Erica Kaminski** Phone **1-916-746-1108**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

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Contract Terms and Conditions

1. To the fullest extent allowed by law, Consultant shall defend, indemnify, and save and hold harmless City, its officers, agents, employees and volunteers from any third-party claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Consultant's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Consultant's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

2. Consultant is an independent contractor, and shall not be considered an officer, agent, or employee of the City.

3. Without the written consent of the City, this Agreement is not assignable by Consultant either in whole or in part.

4. Time is of the essence of this Agreement.

5. Consultant acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.

6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.

7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.

8. Unless notified to the contrary, in writing, the City assumes that the Consultant has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.

9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.
10. Consultant agrees to the below insurance requirements:

    a. Unless otherwise specified, the Consultant shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement.

    b. Form. Consultant shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney upon request and annually. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

    c. Additional Insureds. Consultant shall also provide a separate endorsement showing City,

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its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of Consultant. The additional insured coverage under the Consultant's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office (ISO) CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or

(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds

d. Cancellation/Modification. Consultant shall provide thirty (30) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subconsultants. Consultant agrees to include in its contracts with all subconsultants the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subconsultants work. Furthermore, Consultant shall require its subconsultants to agree to be bound to Consultant and City in the same manner and to the same extent as Consultant is bound to City under this Agreement. Additionally, Consultant shall obligate its subconsultants to comply with these same provisions with respect to any tertiary subconsultant, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subconsultant or tertiary subconsultant upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. Upon presentment of a claim, City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

h. Waiver of Subrogation. Consultant hereby agrees to waive subrogation which any insurer of Consultant may acquire from Consultant by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees, and volunteers for all worked performed by Consultant, its employees, agents, and sub consultants.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Consultant of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Consultant shall comply with all federal, state, local laws, and ordinances as may be applicable to the performance of services under this Agreement. Failure to comply with local

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ordinances may result in monetary fines and cancellation of this Agreement.

12. In the event that the terms of any attachment or exhibit conflict with any terms of this Agreement, the terms of this Agreement shall control.

13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ". pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

17. For purposes of this Agreement, the terms "Contractor," "Consultant," and "Supplier" are used interchangeably.

18. Consultant agrees that any and all information furnished by City shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to Consultant and/or processed and derived by Consultant services is the property of City and such property shall be deemed and treated as "Confidential Information" of City. Consultant acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. Consultant agrees that such Confidential Information shall not be disclosed to any third party without written permission from City, except as required by law. Consultant shall not use the Confidential Information except to perform Consultant's services as directed by City.

19. All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure Consultant's own information of a similar type, and in no event less than reasonable in view of the type and nature of the information involved. It is the City's expectation that Consultant, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to City.

20. Consultant will retain Confidential Information until deleted by City or City-authorized third party, or for a time period mutually agreed upon by the parties to this Agreement or deleted in accordance with the termination procedures.

21. Upon termination or expiration of this Agreement, Consultant will ensure that City has access to the Services for sixty (60) calendar days in order to extract it's data and Confidential Information for the software and will assist if requested by City. Consultant will ensure that

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any transfer of Confidential Information will be industry standard, and that City will have access to all Confidential Information during any such transfer. Consultant shall securely dispose of all Confidential Information within 90 days of termination or expiration and Consultant will provide written certification to City once all Confidential Information has been securely disposed of if requested by City.

22. Consultant shall report to City any data compromise or unauthorized access to Confidential Information as soon as reasonably practicable but no less than within seventy-two (72) hours after Consultant discovers such data compromise or unauthorized access. Consultant will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, Consultant will not provide notice to end users or other entities of any such data compromise or unauthorized access without written permission from City. Consultant will promptly reimburse City in full for all reasonable fees and costs incurred by City in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the City's sole discretion, could be impacted by identity theft.

23. Consultant may not advertise that City is a client, list City as a reference or otherwise use City's name, logos, trademarks, or service marks without prior written permission from City.

24. Consultant acknowledges that services rendered under this agreement (including but not limited to service levels and operational levels) shall be performed in accordance with industry standards.

25. If the project referenced on this agreement is a Public Works project, then the following shall apply: No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

26. If the project referenced on this agreement is a Public Works project, then the following shall apply: Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

27. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

28. Consultant certifies that Consultant, its employees, directors, officers, agents, subcontractors, vendors, and volunteers are not presently debarred, excluded, suspended, declared ineligible, voluntarily excluded, or proposed for debarment, exclusion, suspension, or ineligibility by any federal, state, or local department or agency.

29. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a

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Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $250 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

30. This Agreement may be amended via change order, but only if such change order is made in writing, approved by the City, and signed by both parties.

31. CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

    CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

The supplier named hereon by the acceptance of this order agrees to the provisions of this document titled "Contract Purchase Agreement" and all accompanying terms, conditions, and attachments.

Roseville Business License No. 00856152

Contractor License No. _____

DIR Registration No. _____

Check mark the applicable company type below:

____X____ Corporation

_____ Limited Liability Company

_____ Partnership

_____ Sole Proprietor

City reserves the right to withhold any payments to Consultant in the event of noncompliance with insurance requirements or if required by law.
Information Technology T&C (Negotiated for Fifth Asset Inc dba DebtBook)
REV 9/4/25 JL

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ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES
Negotiated for Fifth Asset dba Debtbook rev. 9/4/25 VB

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 38 04 13 or an equivalent, blanket endorsement. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory
- A 30 day notice of cancellation must be provided
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

Construction:____
General Liability:
$2 Million/occurrence
$4 Million aggregate

Design Professional:____
General Liability:
$2 Million/occurrence
$4 Million aggregate
Professional Liability:
$2 Million/occurrence

Professional Consultant:____
Professional Liability:
$1 Million/occurrence

IT Services:_X___
Professional Liability:
$1 Million/occurrence
No auto required
Cyber Liability:
$1 Million/occurrence

Hazardous Materials:____
Pollution Liability:
$1 Million/occurrence

Special Events/Caterers-Vendors:____
No auto required
No workers' comp required

Professional Counseling/ Psychological:____
Professional Liability:
$1 Million/occurrence
No auto required

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Pyrotechnics:____
General Liability:
$5 Million/occurrence
$10 Million aggregate
Auto - $2 Million/occurrence

Chemical/Environmental:____
General Liability:
$3 Million/occurrence
$6 Million aggregate
Pollution – $2 Million/Occurrence
Auto - $2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202

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Supplier

Signature: DocuSigned by: 8C2C74EF05FC44A...

Print Name: Michael Juby

Title: CFO and Vice President

Date: 7/7/2026

Supplier

Signature: Signed by: 1788168E1676485...

Print Name: Liam Resch

Title: Counsel and Secretary

Date: 7/7/2026

City of Roseville, A Municipal Corporation

Signature: _____

Print Name: **Dominick Casey**

Title: **City Manager**

Date: _____

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DocuSign Envelope ID: 4749B558-6FCA-43A5-91D4-B595639FE9FA

CITY OF ROSEVILLE CALIFORNIA

April, 2022

RE: Contractor and Grantee Compliance with Economic Sanctions Imposed in Response to Russia's Actions in Ukraine

Dear Vendor:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain immediate steps, including notifying all contractors and grantees of their obligations to comply with existing economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law.

This correspondence serves as a notice under the EO that as a contractor or grantee, compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of contracts or grants, as applicable.

Please note that for any agreements or grants valued at $5 million or more you must report to the City of Roseville your compliance with economic sanctions including steps you have taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Sincerely,

DocuSigned by:
Shannon Wiest
A3035660A19747F...

4/25/2022

Shannon Wiest
City of Roseville
Purchasing and Warehouse Manager

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DebtBook

ORDER FORM

I. General Information

Customer Information

Customer Name: Roseville, CA ("Customer")
Address: 311 Vernon St.
Roseville, CA 95678
Contact Name: Teri Quinlan
Email: tquinlan@roseville.ca.us

Customer Billing Information

Address: 311 Vernon St.
Roseville, CA 95678
Billing Email: tquinlan@roseville.ca.us

Order Form Information

Order Form Effective Date: July 6, 2026

Agreement Effective Date: July 6, 2026

II. Products & Services

Treasury				
Item & Description		**Year 1**	**Year 2**	**Year 3**
Debt Management Core	**Price**	$25,000.00	$25,000.00	$25,000.00
Annual recurring fee for DebtBook's debt management software-as-a-service application provided to Customer through access to the Application Services	***Discount***	*($14,100.00)*	*($13,244.00)*	*($12,388.00)*
	Subtotal	**$10,900.00**	**$11,756.00**	**$12,612.00**
Debt Accounting	**Price**	$7,500.00	$7,500.00	$7,500.00
Annual recurring fee for DebtBook's debt accounting software-as-a-service application provided to Customer through access to the Application Services	***Discount***	*($7,500.00)*	*($7,500.00)*	*($7,500.00)*
	Subtotal	**$0.00**	**$0.00**	**$0.00**

Compliance				
Item & Description		**Year 1**	**Year 2**	**Year 3**
Lease & SBITA Management Complete	**Price**	$20,000.00	$20,000.00	$20,000.00
Annual recurring fee for DebtBook's Lease and SBITA management software-as-a-service application provided to Customer through access to the Application Services	***Discount***	*($5,900.00)*	*($4,756.00)*	*($3,612.00)*
	Subtotal	**$14,100.00**	**$15,244.00**	**$16,388.00**

Annual Summary	**Year 1**	**Year 2**	**Year 3**
Recurring Subscription Fees	$25,000.00	$27,000.00	$29,000.00
One-Time Fees	$0.00		
Annual Total	**$25,000.00**	**$27,000.00**	**$29,000.00**

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TOTAL			**$81,000.00**

III. **Order Form Terms**

1. **Services**. This Order Form sets forth the Services to be provided to Customer, including the specific Products to be provided to Customer through its access to the Applications Services.
2. **Term**. The Initial Term of this Order Form begins on the Order Form Effective Date as indicated above and will continue for three years. Thereafter, this Order Form will renew in accordance with the Agreement (as defined below).
3. **Fees**. DebtBook will invoice Customer upon the Order Form Effective Date and Customer will pay Fees herein for the first year of the Initial Term in accordance with the payment terms of the Agreement. All Fees thereafter will be due and payable annually and subject to the payment terms of the Agreement. Each invoice will be emailed to Customer's billing contact indicated herein.
4. **Contract Purchase Agreement 3005559** attached hereto is hereby incorporated by reference as part of the Parties' Agreement.

IV. **General Terms**

This "Order Form" and the Services are governed, in part, by the written Master Services Agreement (the "Agreement") executed between the Parties. By executing this Order Form and the Master Services Agreement, the Parties agree that the Agreement replaces and terminates any existing agreement or terms and conditions governing the Services described herein. The Agreement supersedes any prior discussion or representations regarding Customer's purchase and use of the Products and Services described in this Order Form and replaces any existing agreement or terms and conditions governing the Services herein. Each of the undersigned represents that (1) they are authorized to execute and deliver this Order Form on behalf of their respective party, (2) they are authorized to bind their respective party to the terms of the Agreement, and (3) if Customer is a Government Entity, sufficient funds have been appropriated and are available to pay any Fees due under the Agreement in Customer's current fiscal year. Capitalized terms not defined in this Order Form will have the same meaning ascribed to them as set forth in the Agreement. This Order Form and any other documents executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. If permitted by applicable law, electronic signatures may be used for the purpose of executing this Order Form by email or other electronic means. Any document delivered electronically and accepted is deemed to be "in writing" to the same extent and with the same effect as if the document had been signed manually.

Fifth Asset, Inc. d/b/a DebtBook	**Roseville, CA**
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

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DebtBook

MASTER SERVICES AGREEMENT

This Master Services Agreement ("Agreement") is entered into as of the Effective Date by and between DebtBook and the customer signing below ("Customer"). By executing the Order Form and using any of the Services, Customer agrees to be bound by this Agreement. In consideration of the mutual covenants and conditions contained in this Agreement and intending to be legally bound, the Parties agree as follows:

1. Definitions.

"**Aggregated Statistics**" means data and information related to Customer's use of the Services that is used by DebtBook in an aggregate and anonymized manner, including statistical and performance information related to the Services.

"**Agreement**" means, collectively and to the extent applicable, this Master Services Agreement and incorporates the Order Form, any Customer Terms, and the Incorporated Documents, in each case as may be amended from time to time in accordance with their terms.

"**Application Obligations**" means, collectively, each contractual or financial obligation or agreement managed by Customer using the Products made available to Customer through the Application Services.

"**Application Services**" means the Products and other application-based services that DebtBook offers to Customer through access to the DebtBook application. The specific Products offered to Customer as part of the Application Services are limited to those Products expressly described in any Order Form then in effect.

"**Appropriate Security Measures**" means, collectively, commercially reasonable technical and physical controls and safeguards intended to protect Customer Data against destruction, loss, unauthorized disclosure, or unauthorized access by employees or contractors employed by DebtBook.

"**Authorized User**" means any of Customer's employees, consultants, contractors, or agents who are authorized by Customer to access and use any of the Services.

"**Customer**" means the person or entity purchasing the Services as identified in the Order Form.

"**Customer Data**" means, other than Aggregated Statistics, information, data, and other content, in any form or medium, that is transmitted by or on behalf of Customer or an Authorized User through the Services.

"**Customer Terms**" means the terms set forth in or otherwise identified and incorporated into the Agreement. For the avoidance of doubt, "Customer Terms" does not include any purchase order or similar document generated by Customer unless such document is expressly identified and incorporated into the Agreement (Customer Terms includes, **Contract Purchase Agreement 3005559**).

"**DebtBook**" means Fifth Asset, Inc., d/b/a DebtBook, a Delaware corporation, and its permitted successor and assigns.

"**DebtBook IP**" means (1) the Products, Services, Documentation, and Feedback, including all ideas, concepts, discoveries, strategies, analyses, research, developments, improvements, data, materials, products, documents, works of authorship, processes, procedures, designs, techniques, inventions, and other intellectual property, whether or not patentable or copyrightable, and all embodiments and derivative works of each of the foregoing in any form and media, that are developed, generated or produced by DebtBook arising from or related to the Product, Services, Documentation, or Feedback; and (2) any intellectual property provided to Customer or any Authorized User in connection with the foregoing other than Customer Data.

"**DebtBook Quote**" means any pricing document identified and incorporated into each Order Form that may establish the Products, Services, Term, payment terms, and other relevant details applicable to each Customer purchase of Products and Services under such Order Form.

"**Documentation**" means DebtBook's end user documentation and content, regardless of media, relating to the Products or Services made available from time to time on DebtBook's website at https://support.debtbook.com.

"**Effective Date**" means the date of last signature of the Order Form and/or Agreement, unless a specific Effective Date is set forth on the Order Form.

"**Feedback**" means any comments, questions, suggestions, or similar feedback transmitted in any manner to DebtBook, including suggestions relating to features, functionality, or changes to the DebtBook IP.

"**Guided Implementation Services**" means DebtBook's standard Implementation Services option, including basic implementation support, guidance, and training.

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"**Governing State**" means, if Customer is a Government Entity, the state in which Customer is located. If Customer is not a Government Entity, "Governing State" means the State of North Carolina.

"**Government Entity**" means any unit of state or local government, including states, counties, cities, towns, villages, school districts, special purpose districts, and any other political or governmental subdivisions and municipal corporations, and any agency, authority, board, or instrumentality of any of the foregoing.

"**Implementation Services**" means DebtBook's Guided Implementation Services or its Premium Implementation Services, in each case as requested by Customer and as provided to Customer.

"**Incorporated Documents**" means, collectively, the Privacy Policy, the SLA, and the Usage Policy, as each may be updated from time to time in accordance with their terms. The Incorporated Documents, as amended, are incorporated into this Agreement by this reference. Current versions of the Incorporated Documents are available at https://www.debtbook.com/legal.

"**Initial Term**" means the Initial Term established in the Order Form.

"**Onboarding Services**" means onboarding services, support, and training as required to make the Application Services available to Customer during the Initial Term.

"**Order Form**" means each order document (including, if applicable, any DebtBook Quote incorporated therein by reference) duly authorized by Customer and DebtBook for the purchase of any Products or Services in effect from time to time, as each such Order Form may be amended, modified, or replaced in accordance with its terms and this Agreement.

"**Premium Implementation Services**" means DebtBook's premium Implementation Services option, including implementation support, guidance, and training, review of Application Obligations, and entry of relevant Customer Data.

"Pricing Tier" means, if applicable, Customer's pricing tier for each Product as of the date of determination.

"**Privacy Policy**" means, collectively, DebtBook's privacy policy and any similar data policies generally applicable to all users of the Application Services, in each case as posted to DebtBook's website and as updated from time to time in accordance with their terms.

"**Products**" means, collectively, any products DebtBook may offer to Customer from time to time through the Application Services, in each case as established in any Order Form then in effect.

"**Renewal Term**" means any renewal term established in accordance with the terms of the Agreement.

"**Services**" means, collectively, the Application Services, the Onboarding Services, the Implementation Services, and the Support Services, or any additional services identified on the applicable Order Form. For the avoidance of doubt, "Services" includes the underlying Products made available to Customer through access to the Application Services.

"**SLA**" means the Service Level Addendum generally applicable to all users of the Application Services, as posted to DebtBook's website and as updated from time to time in accordance with its terms.

"**Support Services**" means the general maintenance services and technical support provided in connection with the Application, as more particularly described in the SLA.

"**Term**" means, collectively, the Initial Term and, if applicable, each successive Renewal Term.

"**Usage Policy**" means, collectively, DebtBook's acceptable usage policy, any end user licensing agreement, or any similar policy generally applicable to all end users accessing the Application Services, in each case as posted to DebtBook's website and as updated from time to time in accordance with its terms.

Each capitalized term used but not otherwise defined in this Agreement has the meaning given to such term in the applicable Order Form.

2. Access and Use.

(a) Provision of Access. Subject to the terms and conditions of the Agreement, DebtBook grants Customer and Customer's Authorized Users a non-exclusive, non-transferable (except as permitted by this Agreement) right to access and use the Application Services during the Term, solely for Customer's internal use and for the Authorized Users'

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use in accordance with the Agreement. DebtBook will provide to Customer the necessary passwords and network links or connections to allow Customer to access the Application Services.

(b) Documentation License. Subject to the terms and conditions of the Agreement, DebtBook grants to Customer and Customer's Authorized Users a non-exclusive, non-sublicensable, non-transferable (except as permitted by this Agreement) license to use the Documentation during the Term solely for Customer's and its Authorized User's internal business purposes in connection with its use of the Services.

(c) Customer Responsibilities. Customer is responsible and liable for its Authorized Users' access and use of the Services and Documentation, regardless of whether such use is permitted by the Agreement. Customer must use reasonable efforts to make all Authorized Users aware of the provisions applicable to their use of the Services, including the Incorporated Documents.

(d) Use Restrictions. Customer may not at any time, directly or indirectly through any Authorized User, access or use the Services in violation of the Usage Policies, including any attempt to (1) copy, modify, or create derivative works of the Services or Documentation, in whole or in part; (2) sell, license, or otherwise transfer or make available the Services or Documentation except as expressly permitted by the Agreement; or (3) reverse engineer, disassemble, decompile, decode, or otherwise attempt to derive or gain access to any software component of the Services, in whole or in part. Customer will not knowingly transmit any personally identifiable information to DebtBook or any other third-party through the Services.

(e) Suspension. Notwithstanding anything to the contrary in the Agreement, DebtBook may temporarily suspend Customer's and any Authorized User's access to any or all of the Services if: (1) Customer is more than 45 days late in making any payment due under, and in accordance with, the terms of the Agreement, (2) DebtBook reasonably determines that (A) there is a threat or attack on any of the DebtBook IP; (B) Customer's or any Authorized User's use of the DebtBook IP disrupts or poses a security risk to the DebtBook IP or to any other customer or vendor of DebtBook; (C) Customer, or any Authorized User, is using the DebtBook IP for fraudulent or other illegal activities; or (D) DebtBook's provision of the Services to Customer or any Authorized User is prohibited by applicable law; or (3) any vendor of DebtBook has suspended or terminated DebtBook's access to or use of any third-party services or products required to enable Customer to access the Services (any such suspension, a "**Service Suspension**"). DebtBook will use commercially reasonable efforts to (i) provide written notice of any Service Suspension to Customer, (ii) provide updates regarding resumption of access to the Services, and (iii) resume providing access to the Services as soon as reasonably possible after the event giving rise to the Service Suspension is cured. DebtBook is not liable for any damage, losses, or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension. DebtBook will provide a pro-rata credit to Customer for any Service Suspension arising out of 2(A) or (3).

(f) Aggregated Statistics. Notwithstanding anything to the contrary in the Agreement, DebtBook may monitor Customer's use of the Services and collect and compile Aggregated Statistics. As between DebtBook and Customer, all right, title, and interest in Aggregated Statistics, and all intellectual property rights therein, belong to and are retained solely by DebtBook. DebtBook may compile Aggregated Statistics based on Customer Data input into the Services. DebtBook may (1) make Aggregated Statistics publicly available in compliance with applicable law, and (2) use Aggregated Statistics as permitted under applicable law so long as, in each case, DebtBook's use of any Aggregated Statistics does not identify Customer or disclose Customer's Confidential Information.

3. Services and Support**.**

(a) Order Forms. The Services and Products, and any Service or Product specific terms and conditions, will be set forth in the Order Form, governed by this Agreement. Customer's execution of an Order Form constitutes a binding commitment to purchase the Services and Products specified in such Order Form.

(b) Services Generally. Subject to the terms of the Agreement, DebtBook will grant Customer access to the Application Services during the Initial Term and, if applicable, each subsequent Renewal Term. As part of the onboarding process, DebtBook will provide Customer with the Onboarding Services and the level of Implementation Services indicated in the Order Form. DebtBook will provide Customer with the Support Services throughout the Term.

(c) Implementation Services. DebtBook will provide Implementation Services for each Product to the extent indicated for such Product in the applicable Order Form. Unless DebtBook has agreed to provide Premium Implementation Services for any such Product in accordance with this subsection, DebtBook will provide Customer with Guided Implementation Services for such Product at no additional charge. At Customer's request, DebtBook will identify in an Order Form those Products for which DebtBook will provide Premium Implementation Services. For each Product indicated for Premium Implementation Services, DebtBook will charge Customer a one-time Fee for the Premium Implementation Services as set forth in such Order Form. Customer agrees to cooperate in good faith and to respond in a timely manner to any reasonable request for data or information DebtBook may require to complete the Implementation Services. DebtBook

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is not obligated to provide any Implementation Services after the date that is 180 days after the Effective Date of the Order Form pursuant to which DebtBook is providing such Implementation Services.

(d) Service Levels and Support. Subject to the terms and conditions of the Agreement, DebtBook will make the Application Services and Support Services available in accordance with the SLA.

4. Fees and Payment.

(a) Fees. Customer will pay DebtBook the fees set forth in each Order Form (the "**Fees**"). DebtBook will invoice Customer for all Fees in accordance with the invoicing schedule and requirements set forth in each Order Form. Customer must pay all Fees in US dollars within 30 days of its receipt of a valid invoice unless other payment terms are set forth in the Customer Terms. If Customer is a Government Entity, then Customer's obligation to pay any Fees under the Agreement is subject in all respects to the requirements and limitations of the Governing State's prompt payment act, as amended. Except as expressly provided in the Agreement, DebtBook does not provide refunds of any paid Fees. Unless otherwise provided in the Customer Terms, and to the extent permitted by applicable law, if Customer fails to make any payment when due, DebtBook may, without limiting any of its other rights, charge interest on the past due amount at the lowest of (1) the rate of 1.5% per month, (2) the rate established in any Customer Term, or (3) the maximum rate permitted under applicable law.

(b) Taxes. All Fees and other amounts payable by Customer under the Agreement are exclusive of taxes and similar assessments. Unless Customer is exempt from making any such payment under applicable law or regulation, Customer is responsible for all applicable sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer under the Agreement, other than any taxes imposed on DebtBook's income.

5. Confidential Information.

(a) From time to time during the Term, either party (the "**Disclosing Party**") may disclose or make available to the other party (the "**Receiving Party**") information about the Disclosing Party's business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether in written, electronic, or other form or media, that is marked, designated, or otherwise identified as "confidential", or which a reasonable person would understand to be confidential or proprietary under the circumstances (collectively, "**Confidential Information**"). For the avoidance of doubt, DebtBook's Confidential information includes the DebtBook IP and the Application Services source code and specifications. As used in the Agreement, "Confidential Information" expressly excludes any information that, at the time of disclosure is (1) in the public domain; (2) known to the receiving party at the time of disclosure; (3) rightfully obtained by the Receiving Party on a non-confidential basis from a third party; or (4) independently developed by the Receiving Party.

(b) To the extent permitted by applicable law, the Receiving Party will hold the Disclosing Party's Confidential Information in strict confidence and may not disclose the Disclosing Party's Confidential Information to any person or entity, except to the Receiving Party's employees, officers, directors, agents, subcontractors, financial advisors, and attorneys who have a need to know the Confidential Information for the Receiving Party to exercise its rights or perform its obligations under the Agreement or otherwise in connection with the Services. Notwithstanding the foregoing, each party may disclose Confidential Information to the limited extent required (1) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the party making the disclosure pursuant to the order must first give written notice to the other party; or (2) to establish a party's rights under the Agreement, including to make required court filings.

(c) On the expiration or termination of the Agreement, the Receiving Party must promptly return to the Disclosing Party all copies of the Disclosing Party's Confidential Information, or destroy all such copies and, on the Disclosing Party's request, certify in writing to the Disclosing Party that such Confidential Information has been destroyed.

(d) Each party's obligations under this Section are effective as of the Effective Date and will expire three years from the termination of the Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of the Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

(e) Notwithstanding anything in this Section to the contrary, if Customer is a Government Entity, then DebtBook expressly agrees and understands that Customer's obligations under this Section are subject in all respects to, and only enforceable to the extent permitted by, the public records laws, policies, and regulations of the Governing State.

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6. Intellectual Property.

(a) DebtBook IP. As between Customer and DebtBook, DebtBook owns all right, title, and interest, including all intellectual property rights, in and to the DebtBook IP.

(b) Customer Data. As between Customer and DebtBook, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data. Customer hereby grants to DebtBook a non-exclusive, royalty-free, worldwide license to reproduce, distribute, sublicense, modify, prepare derivative works based on, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary or appropriate for DebtBook to provide the Services to Customer.

(c) Effect of Termination. Without limiting either party's obligations under Section 5 of the Agreement, DebtBook, at no further charge to Customer, will (1) provide Customer with temporary access to the Application Services for up to 60 days after the termination of the Agreement to permit Customer to retrieve its Customer Data in a commercially transferrable format and (2) use commercially reasonable efforts to assist Customer, at Customer's request, with such retrieval. After such period, DebtBook may destroy any Customer Data in accordance with DebtBook's data retention policies.

7. Limited Warranties.

(a) Functionality & Service Levels. During the Term, the Application Services will operate in a manner consistent with general industry standards reasonably applicable to the provision of the Application Services and will conform in all material respects to the Documentation and service levels set forth in the SLA when accessed and used in accordance with the Documentation. Except as expressly stated in the SLA, DebtBook does not make any representation, warranty, or guarantee regarding availability of the Application Services, and the remedies set forth in the SLA are Customer's sole remedies and DebtBook's sole liability under the limited warranty set forth in this paragraph.

(b) Security. DebtBook has implemented Appropriate Security Measures and has made commercially reasonable efforts to ensure its licensors and hosting providers, as the case may be, have implemented Appropriate Security Measures intended to protect Customer Data.

(c) EXCEPT FOR THE WARRANTIES SET FORTH IN THIS SECTION, DEBTBOOK IP IS PROVIDED "AS IS," AND DEBTBOOK HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. DEBTBOOK SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN THIS SECTION, DEBTBOOK MAKES NO WARRANTY OF ANY KIND THAT THE DEBTBOOK IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

(d) DebtBook exercises no control over the flow of information to or from the Application Service, DebtBook's network, or other portions of the Internet. Such flow depends in large part on the performance of Internet services provided or controlled by third parties. At times, actions or inactions of such third parties can impair or disrupt connections to the Internet. Although DebtBook will use commercially reasonable efforts to take all actions DebtBook deems appropriate to remedy and avoid such events, DebtBook cannot guarantee that such events will not occur. ACCORDINGLY, DEBTBOOK DISCLAIMS ANY AND ALL LIABILITY RESULTING FROM OR RELATING TO ALL SUCH EVENTS, AND EXCEPT AS OTHERWISE EXPRESSLY PROVIDED IN THE AGREEMENT, ANY OTHER ACTIONS OR INACTIONS CAUSED BY OR UNDER THE CONTROL OF A THIRD PARTY.

8. Indemnification.

(a) DebtBook Indemnification.

(i) DebtBook will indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) (collectively, "**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("**Third-Party Claim**") that the Application Services, or any use of the Application Services in accordance with the Agreement, infringes or misappropriates such third party's US patents, copyrights, or trade secrets, provided that Customer promptly notifies DebtBook in writing of the Third-Party Claim, reasonably cooperates with DebtBook in the defense of the Third-Party Claim, and allows DebtBook sole authority to control the defense and settlement of the Third-Party Claim.

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(ii) If such a claim is made or appears possible, Customer agrees to permit DebtBook, at DebtBook's sole expense and discretion, to (A) modify or replace the DebtBook IP, or component or part of the DebtBook IP, to make it non-infringing, or (B) obtain the right for Customer to continue use. If DebtBook determines that neither alternative is reasonably available, DebtBook may terminate the Agreement in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, so long as, in each case, DebtBook promptly refunds or credits to Customer all amounts Customer paid with respect to the DebtBook IP that Customer cannot reasonably use as intended under the Agreement.

(iii) DebtBook's indemnification obligation under this Section will not apply to the extent that the alleged infringement arises from Customer's use of the Application Services in combination with data, software, hardware, equipment, or technology not provided or authorized in writing by DebtBook or modifications to the Application Services not made by DebtBook.

(b) Sole Remedy. SECTION 8(a) SETS FORTH CUSTOMER'S SOLE REMEDIES AND DEBTBOOK'S SOLE LIABILITY FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SERVICES INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY THIRD PARTY'S INTELLECTUAL PROPERTY RIGHTS. IN NO EVENT WILL DEBTBOOK'S LIABILITY UNDER SECTION 8(a) EXCEED $1,000,000.

(c) Customer Indemnification. Customer will indemnify, hold harmless, and, at DebtBook's option, defend DebtBook from and against any Losses resulting from any Third-Party Claim that the Customer Data, or any use of the Customer Data in accordance with the Agreement, infringes or misappropriates such third party's intellectual property rights and any Third-Party Claims based on Customer's or any Authorized User's negligence or willful misconduct or use of the Services in a manner not authorized by the Agreement. DEBTBOOK EXPRESSLY AGREES THAT THIS PROVISION WILL NOT APPLY TO ANY CUSTOMER THAT IS A GOVERNMENT ENTITY.

9. Limitations of Liability. EXCEPT AS EXPRESSLY OTHERWISE PROVIDED IN THIS SECTION, IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THE AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES, REGARDLESS OF WHETHER EITHER PARTY WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. EXCEPT AS EXPRESSLY OTHERWISE PROVIDED IN THIS SECTION, IN NO EVENT WILL THE AGGREGATE LIABILITY OF DEBTBOOK ARISING OUT OF OR RELATED TO THE AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID TO DEBTBOOK UNDER THE AGREEMENT IN THE 12-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM. THE EXCLUSIONS AND LIMITATIONS IN THIS SECTION DO NOT APPLY TO CLAIMS PURSUANT TO SECTION 8. THE EXCLUSIONS AND LIMITATIONS IN THIS SECTION DO NOT APPLY TO DEBTBOOK'S GROSS NEGLIGENCE, WILLFUL MISCONDUCT, FRAUD, OR LIABILITY ARISING FROM A DATA BREACH, PROVIDED THAT DEBTBOOK'S LIABILITY WILL BE LIMITED TO REASONABLE COSTS INCURRED BY CUSTOMER IN CONNECTION WITH THE INVESTIGATION, NOTIFICATION, AND REMEDIATION OF SUCH DATA BREACH.

10. Term and Termination.

(a) Term. The Initial Term of the Agreement is set forth in the Order Form. In the event Customer has multiple terms, this Agreement will remain in effect until the expiration or termination of all Order Forms.

(b) Renewal. Except as the parties may otherwise agree in the Customer Terms, or unless terminated earlier in accordance with the Agreement:

(i) the Agreement will renew for successive 12-month Renewal Terms by written amendment to the Customer's Contract Purchase Agreement within 30 days of the end of the Initial Term; and

(ii) each Renewal Term will be subject to the same terms and conditions established under the Agreement, with any Fees determined in accordance with DebtBook's then-current pricing schedule, as provided to Customer at least 60 days before the expiration of the then-current term.

(c) Termination. In addition to any other express termination right set forth in the Customer Terms:

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(i) DebtBook may terminate the Agreement immediately if Customer breaches any of its obligations under Section 2 or Section 5;

(ii) Customer may terminate the Agreement in accordance with the SLA;

(iii) either party may terminate the Agreement, effective on written notice to the other party, if the other party materially breaches the Agreement, and such breach: (A) is incapable of cure; or (B) being capable of cure, remains uncured 30 days after the non-breaching party provides the breaching party with written notice of such breach;

(iv) if Customer is a Government Entity and sufficient funds are not appropriated to pay for the Application Services, then Customer may terminate the Agreement at any time without penalty following 30 days prior written notice to DebtBook; or

(v) either party may, to the extent permitted by law, terminate the Agreement, effective immediately on written notice to the other party, if the other party becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law.

(d) Survival. Only this Section and Section 1 (Definitions), Sections 4 through 6 (Fees; Confidential Information; Intellectual Property), Section 7(c) (Disclaimer of Warranties), and Sections 8, 9 and 12 (Indemnification; Limitations of Liability; Miscellaneous) will survive any termination or expiration of the Agreement.

11. Independent Contractor. The parties to the Agreement are independent contractors. The Agreement does not create a joint venture or partnership between the parties, and neither party is, by virtue of the Agreement, authorized as an agent, employee, or representative of the other party.

12. Miscellaneous.

(a) Governing Law; Submission to Jurisdiction. The Agreement will be governed by and construed in accordance with the laws of the Governing State, without regard to any choice or conflict of law provisions, and any claim arising out of the Agreement may be brought in the state or federal courts located in the Governing State. Each party irrevocably submits to the jurisdiction of such courts in any such suit, action, or proceeding.

(b) Entire Agreement; Order of Precedence. The Customer Terms, the Order Form, this Master Services Agreement, and the Incorporated Documents constitute the complete Agreement between the parties and supersede any prior discussion or representations regarding Customer's purchase and use of the Services.

To the extent any conflict exists between the terms of the Agreement, the documents will govern in the following order or precedence: (1) the Customer Terms, (2) Order Form, (3) the Master Services, and (4) the Incorporated Documents. No other purchasing order or similar instrument issued by either party in connection with the Services will have any effect on the Agreement or bind the other party in any way.

(c) Amendment; Waiver. No amendment to the Order Form, the Master Services Agreement, or the Customer Terms will be effective unless it is in writing and signed by an authorized representative of each party. DebtBook may update the Incorporated Documents from time-to-time following notice to Customer so long as such updates are generally applicable to all users of the Services. No waiver by any party of any of the provisions of the Agreement will be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in the Agreement, no failure to exercise, delay in exercising, or any partial exercise of any rights, remedy, power, or privilege arising from the Agreement will in any way waive or otherwise limit the future exercise of any right, remedy, power, or privilege available under the Agreement.

(d) Notices. All notices, requests, consents, claims, demands, and waivers under the Agreement (each, a "**Notice**") must be in writing and addressed to the recipients and addresses set forth for each party on the Order Form (or to such other address as DebtBook or Customer may designate from time to time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), or email (with confirmation of transmission), or certified or registered mail (in each case, return receipt requested, postage pre-paid). Any Notice delivered under the Agreement will be delivered, if to the Customer, to the address indicated in the Order Form and, if to DebtBook, at the following address: **PO Box 667950, Charlotte, NC 28266**.

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(e) Force Majeure. In no event will either party be liable to the other party, or be deemed to have breached the Agreement, for any failure or delay in performing its obligations under the Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such party's reasonable control, including acts of God, flood, fire, earthquake, pandemic, epidemic, problems with the Internet, shortages in materials, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

(f) Severability. If any provision of the Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of the Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

(g) Assignment. Either party may assign its rights or delegate its obligations, in whole or in part, on 60 days prior written notice to the other party, to an affiliate or an entity that acquires all or substantially all of the business or assets of such party, whether by merger, reorganization, acquisition, sale, or otherwise. Except as stated in this paragraph, neither party may assign any of its rights or delegate any of its obligations under the Agreement without the prior written consent of the other party, which consent may not be unreasonably withheld, conditioned, or delayed. The Agreement is binding on and inures to the benefit of the parties and their permitted successors and assigns.

(h) Marketing. Neither party may issue press releases related to the Agreement without the other party's prior written consent.

(i) State-Specific Certifications & Agreements. If Customer is a Government Entity and to the extent required under the laws of the Governing State, DebtBook hereby certifies and agrees as follows:

(i) DebtBook has not been designated by any applicable government authority or body as a company engaged in the boycott of Israel under the laws of the Governing State;

(ii) DebtBook is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the Agreement by any governmental department or agency of the Governing State;

(iii) DebtBook will not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state, or local law;

(iv) DebtBook will verify the work authorization of its employees using the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security and, if applicable, will require its subcontractors to do the same; and

(v) Nothing in the Agreement is intended to act as a waiver of immunities that Customer has as a matter of law as a Government Entity under the laws of the Governing State, including but not limited to sovereign or governmental immunity, public officers or official immunity or qualified immunity, to the extent Customer is entitled to such immunities.

(j) Execution. Any document executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing the Order Form or this Agreement, if applicable, by email or other electronic means. Any document delivered electronically and accepted is deemed to be "in writing" to the same extent and with the same effect as if the document had been signed manually.

Fifth Asset, Inc. d/b/a DebtBook	**Roseville, CA**
By:	By:
Name:	Name:

Docusign Envelope ID: 0E43DF4F-B869-8B74-81EE-6069F48D0F80

Title:	Title:
Date:	Date:

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.7
File #: 0200
Item ID: 2026-637

Title:	Indirect Cost Study - Professional Services Agreement
Contact:	Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

SUMMARY

Staff recommends approval of a Professional Services Agreement with MGT Impact Solutions, LLC to develop the City's Cost Allocation Plan and Indirect Cost Rate Proposals. Staff also recommends that City Council authorize up to two (2) optional one-year renewals without further City Council approval, provided that adequate funding is approved through the annual budget process and staff determines that continuing with the same consultant is in the City's best interest. Adequate funds are available in the Finance Department's FY2026-27 operating budget in the General Fund for the first year of this agreement. Funding for any renewal terms will be evaluated as part of the annual budget development process.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute an agreement with MGT Impact Solutions, LLC to develop the City's Cost Allocation Plan (CAP) and Indirect Cost Rate Proposals (ICRPs).

Additionally, staff recommends that City Council authorize up to two (2) optional one-year renewals without further City Council approval, provided that adequate funding is approved by the City Council through the annual budget process and staff determines that continuing with the same consultant remains in the City's best interest.

BACKGROUND

In June 2026, the City issued a Request for Proposals to identify the most qualified firm to provide a Cost Allocation Plan (CAP) and Indirect Cost Rate Proposals (ICRPs). City staff have completed an evaluation of all submitted proposals and recommend that the City Council authorize the City Manager to enter into an agreement with MGT Impact Solutions, LLC (MGT) to perform the requested services. MGT was selected based on several factors, including cost, qualifications, experience, staff expertise, project understanding, and project plan. MGT is the City's current consultant for these services and has successfully prepared the City's CAP and ICRPs in prior years.

The CAP is developed annually to identify and allocate citywide indirect costs. A majority of the indirect costs are associated with the services provided by general government departments (e.g., City Manager's Office, Finance, and Human Resources) to operational departments (e.g., Police, Fire, Environmental Utilities, and Roseville Electric). The City utilizes the CAP to ensure that the annual budget recovers indirect costs from enterprise funds, internal service funds, special revenue funds, state and federal grants, and other funding sources. MGT will assist in developing a CAP and ICRPs that are compliant with the federal Uniform Guidance (2 CFR Part 200). These principles are used to determine the amount of indirect costs the City can recover from federal grants and other funding sources.

The ICRPs are used to calculate specific percentage rates applied to a program to determine the total cost of providing a particular service. These rates are used for various purposes, including recovering costs from capital improvement projects, external agencies, fees, and grants.

FISCAL IMPACT

There are adequate funds available in the Finance Department's FY2026-27 operating budget in the General Fund for the first year of this agreement. Funding for any renewal terms, will be evaluated as part of the annual budget development process.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)). The agreement meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

6. Deliver exceptional City services
2. Remain fiscally responsible in a changing world

Respectfully Submitted,
Jeannine Thrash, Management Analyst

Scott Pettingell, Finance Director

ATTACHMENTS:

1. Resolution 26-291
2. PSA - MGT Impact Solutions LLC_contract
3. MGT Impact Solutions Signor's resolution 12.17.2025

REVIEWERS:

Jeannine Thrash, Finance Department	Created/Initiated - 7/15/2026
Shannon Wiest, Finance Department - Purchasing	Approved - 7/16/2026
Kelly Aye, City Attorney Department	Approved - 7/17/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Dennis Kauffman, City Clerk Department	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/23/2026
Katrina Six, City Clerk Department	Final Approval - 7/23/2026

RESOLUTION NO. 26-291

APPROVING A PROFESSIONAL SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND MGT IMPACT SOLUTIONS, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Professional Services Agreement for Cost Allocation Plan and Indirect Cost Rate Proposal Consulting Services, by and between the City of Roseville and MGT Impact Solutions, LLC, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

PROFESSIONAL SERVICES AGREEMENT

Cost Allocation Plan and Indirect Cost Rate Proposal Consulting Services

THIS AGREEMENT is made and entered into this ___ day of _____, 20_, by and between the City of Roseville, a municipal corporation ("CITY"), and MGT Impact Solutions, LLC, a Florida limited liability company ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY desires professional services relating to Cost Allocation Plan and Indirect Cost Rate Consulting; and

WHEREAS, CONSULTANT has prepared a proposal dated June 18, 2026, which describes the scope of work to be performed by CONSULTANT, the budget for the work, and the schedule for performance of the work; and

WHEREAS, CONSULTANT is qualified and experienced to provide such professional services.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement shall commence upon execution and expire on September 1, 2029. The City Manager may, in his or her discretion, elect to extend the Agreement in one (1) year increments for up to an additional two (2) years by giving CONSULTANT thirty (30) days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement.

2. Services. CONSULTANT shall perform, at the direction of CITY, the scope of services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference.

3. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the budget estimate as described in EXHIBIT "B," attached hereto and incorporated herein by this reference. Total compensation shall not exceed one hundred thirteen thousand, nine hundred forty-five dollars ($113,945) for the initial term. Total compensation for the first optional renewal year of this Agreement shall not exceed forty-one thousand, eight hundred forty-five dollars ($41,845). Total compensation for the second optional renewal year shall not exceed forty-three thousand, nine hundred thirty-five dollars ($43,935). Adjustment to the total compensation per year shall require a written amendment to this Agreement, subject to approval by the City Council.

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

4. Indemnification. To the fullest extent allowed by law, CONSULTANT shall defend, indemnify, save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of CONSULTANT's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from CITY's sole negligence or willful misconduct. CONSULTANT shall have no obligation to indemnify CITY for claims arising from the negligence or willful misconduct of CITY or its officers, agents, employees, or volunteers. The parties intend that this provision shall be broadly construed.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

5. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$1,000,000 each occurrence $2,000,000 aggregate Personal Injury: $1,000,000 each occurrence $2,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$1,000,000 per claim $2,000,000 aggregate
Cyber Liability Insurance (If related to information technology services)	$1,000,000 each occurrence

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a

claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all

subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage,

nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

6. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed hereunder and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provision in its contracts with all subcontractors.

7. Time is of the Essence. Time is of the essence of this Agreement.

8. Reserved.

9. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

10. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

11. Public Contracts: Conflicts of Interest. CONSULTANT's duties and services under this Agreement shall not include preparing or assisting CITY with any portion of the

CITY's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with CITY. CITY shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. CONSULTANT shall cooperate with CITY to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this Agreement.

12. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

13. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

14. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is

providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

15. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

16. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

17. Copyright, Ownership and Use of Materials. All tangible material ("Material")

created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire, CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CITY shall own the final deliverables prepared specifically for CITY under this Agreement. Notwithstanding the foregoing, CONSULTANT retains all right, title, and interest in and to its pre-existing intellectual property, methodologies, templates, tools, processes, know-how, and materials developed independently of this Agreement. To the extent any such CONSULTANT materials are incorporated into the deliverables, CONSULTANT grants CITY a non-exclusive, perpetual, paid-up license to use such materials solely in connection with CITY's internal use of the deliverables.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

18. Confidential Information. CONSULTANT agrees that any and all information

furnished by CITY shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to CONSULTANT and/or processed and derived by CONSULTANT'S services is the property of CITY and such property shall be deemed and treated as "Confidential Information" of CITY. CONSULTANT acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. CONSULTANT agrees that such Confidential Information shall not be disclosed to any third party without written permission from CITY, except as required by law. CONSULTANT shall not use the Confidential Information except to perform CONSULTANT's services as directed by CITY.

All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure CONSULTANT's own information of a similar type, and in no event less than reasonable in view of the type and nature of the information involved. It is the CITY's expectation that CONSULTANT, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to CITY.

Upon termination or expiration of this Agreement, CONSULTANT will ensure that all Confidential Information is securely transferred to CITY within thirty (30) calendar days. CONSULTANT will ensure that any transfer of Confidential Information is accomplished by methods that are compatible with the relevant CITY systems, and that CITY will have access to all Confidential Information during any such transfer. CONSULTANT shall securely dispose of

all Confidential Information when requested by CITY and CONSULTANT will provide written notification to CITY once all Confidential Information has been securely disposed of.

CONSULTANT shall report to CITY any data compromise or unauthorized access to Confidential Information within twenty-four (24) hours after CONSULTANT discovers such data compromise or unauthorized access. CONSULTANT will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, CONSULTANT will not provide notice to end users or other entities of any such data compromise or unauthorized access without written permission from CITY. CONSULTANT will promptly reimburse CITY in full for all fees and costs incurred by CITY in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the CITY's sole discretion, could be impacted by identity theft, and shall maintain and make available to CITY, applicable insurance coverage to address such costs.

19. Termination of Agreement. The CITY may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all Material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any Material, notwithstanding any termination or any dispute regarding the amount to be paid.

20. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the

prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

21. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

22. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

23. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	CONSULTANT
Scott Pettingell Finance Director 311 Vernon Street Roseville, CA 95678	Director Contract Operations MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609

Either party may amend its address for notice by giving notice to the other party in writing.

24. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No._____, adopted by the Council of the City of Roseville on the___day of_____, 20__, and CONSULTANT has caused this Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

BY:_____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: Dennis Kauffman Digitally signed by Dennis Kauffman Date: 2026.07.15 10:43:00 -07'00'
SCOTT PETTINGELL
Finance Director

MGT IMPACT SOLUTIONS, LLC., a
Florida limited liability company

BY: _____
A. Trey Traviesa
its: CEO

BY: ___N/A_____
its: _____

EXHIBIT “A”

TAB D: Project Understanding

MGT understands that the City of Roseville is seeking a qualified consultant to continue preparing comprehensive, accurate, and defensible Cost Allocation Plans and Indirect Cost Rate Proposals that support the City's financial management, cost recovery, grant compliance, and internal service allocation objectives. The requested work includes the development and annual update of a Full Cost Allocation Plan, a Federal Cost Allocation Plan, and an Indirect Cost Rate Proposal, along with supporting schedules, documentation, allocation methodologies, and ongoing assistance to City staff throughout the year.

As the City's incumbent consultant, MGT has a clear and practical understanding of the City's goals for this engagement. Roseville requires more than a technically correct cost allocation model. The City needs deliverables that are transparent, well documented, easy for staff to understand, compliant with applicable federal requirements, and useful for budgeting, rate development, grant reimbursement, internal cost recovery, and decision-making. The City also needs a consultant that can work efficiently with Finance and departmental staff, minimize administrative burden, maintain continuity from year-to-year, and provide responsive support when cost allocation or indirect cost rate questions arise outside the annual update cycle.

MGT understands that the City operates in a complex municipal environment that includes General Fund services, internal service functions, enterprise operations, utilities, special districts, capital activity, grants, and other funds with distinct cost recovery and compliance considerations. This environment requires thoughtful allocation methodologies that fairly and consistently assign central service and administrative costs to benefiting departments, programs, funds, and activities. It also requires a clear distinction between the City's Full Cost Allocation Plan, which is intended to support broad cost recovery and internal financial decision-making, and the Federal Cost Allocation Plan and Indirect Cost Rate Proposal, which must be developed using federally allowable costs, appropriate exclusions, and defensible allocation bases.

The City already has a CAP and ICRP structure in place. MGT's understanding is that the new engagement should begin with disciplined validation of the existing cost categories, allocation bases, and methodology, then refine the models where current operations, costs, programs, or organizational structure require a change. Continuity has value when the existing structure remains appropriate. Updates have value when they make the plans more accurate, easier to explain, and better aligned with current City use.

The work also requires a practical distinction between Roseville's three related deliverables. The Full Cost CAP, Federal CAP, and ICRP should be coordinated through one annual process to limit duplicate requests to staff, but each product must preserve the source data, assumptions, and review support needed for its specific use.

Understanding of Requested Work Products

MGT will work with City staff at the beginning of each annual update to confirm the project schedule, data requirements, reporting objectives, changes in City operations, and any known issues that may affect the cost allocation plans or indirect cost rate proposal. As the incumbent, MGT already understands the City's data sources, prior schedules, organizational structure, review process, and preferred communication approach, allowing the project to begin

efficiently. Each year, MGT will review the City's adopted budget, actual expenditure data, staffing information, fund structure, central service activities, and departmental changes to identify updates needed to the cost allocation model. This review will include consideration of changes in cost centers, programs, departments, internal services, grants, enterprise funds, and allocation bases.

The table below summarizes how MGT understands the role of each major work product in Roseville's annual cost allocation cycle. The distinctions are important because a single set of financial inputs may inform multiple outputs, while the purpose, basis, and documentation expectations can differ by deliverable.

WORK PRODUCT	MGT UNDERSTANDING
Full Cost Allocation Plan	Based on the adopted budget, the Full Cost CAP allocates citywide overhead costs to program departments and funds. It supports internal cost recovery, enterprise fund charges, budget and fee-related analysis, management decision-making, and a clearer view of the full cost of central services.
Federal Cost Allocation Plan	Based on actual expenditures, the Federal CAP allocates citywide overhead costs to departments and funds in accordance with the federal cost principles identified by the City. It requires cost classification, reconciliation, allocation-basis support, and documentation for federally aligned recovery.
Indirect Cost Rate Proposal	The ICRP allocates City and program overhead costs to staff hours for select programs. It requires program-level cost treatment, staff-hour or activity data, direct and indirect cost classification, and supporting schedules that can be reviewed and applied.
Annual Updates and Deliverables	The annual process must accommodate additions, revisions, and removal of direct and indirect costs; reflect organizational and cost changes; support draft presentation and comment resolution; and produce final reports, related schedules, and cost documentation in Excel and PDF formats.

Taken together, these deliverables must give Roseville a current cost recovery structure and enough background detail to understand the reason for material changes. Excel files are especially important because Finance uses final results and background reports to analyze year-to-year variations before the plans are finalized and after they are in use.

MGT understands that questions regarding cost allocation, indirect cost recovery, grants, rates, budgets, and internal charges can arise outside the formal annual update process. As the incumbent, MGT is well positioned to provide timely assistance because we already understand the City's methodology, prior deliverables, and cost recovery framework.

General Approach

MGT's approach will be structured, collaborative, and focused on continuity, accuracy, compliance, and usability. Our work plan will build on the City's existing cost allocation framework while allowing for appropriate annual refinements based on changes in City operations, financial data, staffing, grants, and reporting needs. The first review will confirm

how current outputs are being used, which departments and programs rely on the results, what data has changed since the prior year, and whether current allocation bases still reflect the services provided and the beneficiaries of those services. MGT will issue a targeted data request that leverages prior-year knowledge and minimizes unnecessary requests of City staff. We will review budget and actual expenditure data, staffing information, organizational charts, fund structures, central service cost centers, internal service charges, and other relevant allocation data. We will also conduct interviews or focused discussions with selected City staff to confirm service relationships, identify operational changes, billing practices, and validate allocation bases. Finance remains the central coordination point, with department staff included when methodology, results, or year-over-year changes require explanation or confirmation.

Draft materials should be structured for review before final results are locked. The working schedules should show source data, cost pools, allocation bases, key assumptions, affected departments or programs, material movement from the prior year, and proposed methodology changes. Comments and questions should be tracked through resolution so the final CAP and ICRP reflect a clear review record.

This approach keeps the annual cycle practical. Roseville receives updated plan results, but also the supporting schedules, variance explanations, and workpapers needed to carry the plans forward each year.

Major Challenges and Special Considerations

The most important delivery considerations for this engagement are practical, not theoretical. Each one affects the City's ability to understand, rely on, and reuse the annual results.

Existing model continuity. Roseville's current CAP and ICRP should not be changed simply for the sake of change. The annual review should preserve methodology that remains accurate and document each recommended update where cost pools, allocation bases, programs, or organizational structure have changed.

Separate uses for related plans. The Full Cost CAP, Federal CAP, and ICRP can share portions of the data request and review cycle, but the adopted-budget view, actual-expenditure view, and program-level rate calculations must remain distinct in the supporting schedules.

Allocation-basis validation. Allocation statistics should be supportable, current, and understandable to Finance and affected departments. Source-data tie-outs, reconciliations, and allocation-basis support reduce the risk of rework during draft review.

Year-to-year variation review. The City has indicated that Excel background reports are used to analyze changes from prior years. Material movements in costs, allocations, rates, or methodology should be visible in the working materials, not buried in final totals.

Staff coordination and comment resolution. Weekly meetings while the work is underway, targeted department conversations, and an organized draft comment log help resolve questions while changes can still be made efficiently.

Federal and program-level documentation. Federal CAP and ICRP outputs may need to support allowability, rate calculations, review questions, and future audit or grant documentation. Workpapers should preserve cost classification rationale, reconciliations, allocation support, and billed-versus-allocated cost treatment where applicable.

Timing will be an important consideration. The annual update process must be coordinated with the availability of budget documents, actual expenditure data, audit information, departmental input, and City review cycles. MGT's familiarity with the City's process will help keep the project moving efficiently and reduce delays.

Unique Approach and Strengths

MGT's approach to Roseville's Cost Allocation Plan and Indirect Cost Rate Proposal is built around continuity, technical accuracy, practical implementation, and clear reporting. The City uses these plans for more than annual compliance. The results support management decisions, federal recovery, rate development, budget planning, internal service discussions, and responses to questions from staff, auditors, departments, and other stakeholders. MGT's work plan is designed to support those uses through a repeatable annual update process rather than a one-time report exercise.

As the City's incumbent consultant, MGT brings immediate familiarity with Roseville's prior cost allocation plans, existing methodologies, data sources, review process, and cost recovery objectives. This continuity reduces ramp-up time and allows the project team to focus from the outset on validating assumptions, refining allocation bases, reviewing cost categories, addressing changes in City operations, and preparing deliverables that are accurate, transparent, and useful to City staff.

MGT also brings deep technical experience in both full cost allocation and federal cost allocation. These plans serve different purposes and must be structured accordingly. The Full Cost Allocation Plan supports management-use cost recovery, enterprise fund allocations, internal service discussions, and broader financial planning. The Federal Cost Allocation Plan and Indirect Cost Rate Proposals support allowable recovery from federally funded programs and require careful treatment of cost allowability, allocation bases, documentation, and review expectations. MGT's team has prepared cost allocation plans, indirect cost rate proposals, user fee and cost-of-service studies, and related financial analyses for public agencies throughout California and across the country.

A key strength of MGT's approach is the connection between methodology, documentation, and implementation. The final deliverables must be technically sound, but they also must be understandable and usable after the reports are issued. MGT will prepare schedules, workpapers, narratives, reconciliation materials, and management reporting that help the City review results, explain changes, support recoveries, respond to questions, and maintain continuity across annual updates.



MGT develops cost allocation plans using Burso, MGT's proprietary cost allocation software. Burso has been refined through years of field use by MGT consultants and is used to prepare Full Cost Allocation Plans and 2 CFR Part 200 cost allocation plans for city, county, and state clients. The system supports a double iteration, step-down methodology that allocates costs fully and recognizes cross-allocations among central service departments.

Burso allows MGT to allocate multiple cost pools using multiple allocation bases while maintaining structured calculation logic. This is especially useful for annual updates because cost pools, allocation bases, departments, functions, and data inputs can be revised without rebuilding the model from scratch. The software generates detailed schedules that reconcile

allocated costs to the City's financial statements, along with summary reports, management reports, and year-to-year comparison worksheets that help the City evaluate trends and changes in results.

Burso also supports the City's requested deliverable format. Reports can be produced in PDF and Microsoft Excel, allowing MGT to provide formal final reports as well as Excel-based schedules and supporting documentation for City review, budgeting, rate development, annual updates, and internal analysis. Final reports can include a plan cover, table of contents, introduction, certifications, detailed cost allocation results, departmental narratives, reconciliation schedules, and executive summary materials. This structure gives Roseville transparent deliverables that can be reviewed by Finance staff, shared with management, and used to support future cost recovery decisions.

TAB E: Project Plan

MGT's work plan for completion of the requested scope of services is organized into three phases designed to support the City's Full Cost Allocation Plan (CAP), Federal Cost Allocation Plan (2 CFR Part 200), and Indirect Cost Rate Proposal (ICRP). Because MGT has previously supported the City of Roseville's cost allocation program, our approach focuses on maintaining continuity while updating methodologies, allocation bases, and supporting documentation to reflect organizational, financial, and operational changes. Regular review meetings and collaboration with City staff will ensure that final deliverables remain accurate, transparent, and practical for ongoing use.

PHASE 1
PLANNING & DATA PHASE

TASK 1.0: PROJECT INITIATION

At the onset of the project, MGT will meet with the City's management and project team to confirm the objectives, deliverables, schedule, communication protocols, and any changes since the prior engagement. As the City's incumbent consultant, MGT enters this project with an established understanding of the City's cost allocation structure, prior methodologies, data sources, staff coordination process, and overall project expectations. This familiarity allows the kickoff meeting to focus less on orientation and more on confirming updates, identifying refinements, and ensuring that the annual work plan continues to align with the City's current needs and priorities.

The meeting will also confirm the City's project lead, who will help coordinate staff discussions, data requests, and timely communication between MGT and City departments. MGT will use its existing knowledge of the City to streamline the kickoff process, reduce duplicative requests, and focus staff time on confirming updates and addressing key issues.

TASK 2.0: ACQUIRE AND REVIEW ORGANIZATIONAL AND FINANCIAL INFORMATION

MGT will build on the prior-year cost allocation model, methodologies, and documentation to efficiently update the plans by issuing a targeted data request for updated organization charts, annual financial data, detailed expenditure reports, budgets, staffing information, fund and department changes, internal service charges, grant information, and allocation base data.

Our review will focus on identifying changes, validating assumptions, and confirming any items that may affect the Full Cost Allocation Plan, Federal Cost Allocation Plan, or Indirect Cost Rate Proposals. This approach reduces duplicative requests, limits the burden on City staff, and ensures the updated plans accurately reflect the City's current operations and financial information.

TASK 3.0: CONDUCT DEPARTMENT INTERVIEWS

MGT will use its existing knowledge of the City's central service departments, enterprise fund operations, prior allocation bases, and cost plan methodology to conduct focused and efficient staff meetings for cost plan and ICRP departments. Rather than restarting the interview process from the beginning, MGT will meet with central service departments to confirm changes in allowable expenditures, services provided, direct billing practices, staffing, service recipients, and applicable transaction or workload data.

MGT will also conduct targeted meetings with enterprise fund departments to review cost allocation results, solicit feedback, address questions, and maintain transparency in the cost plan process. These discussions will help ensure that allocated costs are reasonable, understandable, and reflective of current City operations.

At the City's request, MGT will continue to meet periodically with City staff to discuss cost plan methodology, preliminary results, assumptions, or implementation questions. This ongoing communication will support continuity, reduce staff burden, and help ensure the final plans remain accurate, transparent, and defensible.

TASK 4.0: EVALUATE EXISTING METHODOLOGIES AND DEVELOP REPORT OF FINDINGS AND RECOMMENDATIONS

Using the information gathered through staff discussions and updated financial and organizational data, MGT will review each central service department's existing methodology to confirm that cost pools, allocation bases, direct billings, and calculation approaches remain accurate, defensible, and reflective of current City operations. Our review will focus on identifying meaningful refinements rather than recreating the process from the beginning. Potential enhancements may include updated cost pool definitions, revised or alternative allocation bases, improved treatment of direct charges, or methodology refinements that strengthen transparency, consistency, and full cost recovery.

MGT will work with City staff to explain the impact of any proposed changes to existing methodologies or cost drivers before those changes are incorporated into the plan. MGT will prepare and present a summary of recommended enhancements for City review. The summary will identify the reason for each proposed change, the expected impact on cost allocation results, and any financial implications for the General Fund, Enterprise Funds, Internal Service Funds, and grant-supported programs. Where applicable, MGT will also identify opportunities to improve cost recovery, reduce cross-subsidization, and better align allocated costs with the services received.

As part of this task, MGT will update and configure the City's structured cost allocation framework within Burso. Burso's logic-based environment allows additions, revisions, or removal of cost pools and allocation bases without rebuilding formulas or risking calculation errors commonly associated with spreadsheet-based plans. This structured configuration ensures the model can be efficiently updated year-to-year while maintaining the integrity of the allocation methodology.

PHASE 2
STRUCTURE & PREPARE PLANS AND ICRPs

TASK 5.0: DEVELOP COST PLAN STRUCTURE & DISTRIBUTE CENTRAL SERVICE DEPARTMENT COSTS INTO FUNCTIONS

MGT will build from the existing CAP structure, prior-year model, organizational framework, budget, and staffing information to efficiently update the plan. MGT will confirm any changes to central service departments, operating departments, cost centers, staffing assignments, and service relationships.

Central service functions will be reviewed and updated using timesheets, staff assignments, department activities, interviews, or other supportable methods. Staff time, salaries, and related department costs will be distributed into functional cost pools, which will then be allocated to receiving departments using meaningful, measurable, and auditable allocation bases.

MGT will also distribute allowable direct costs and incoming allocated costs to determine the full cost of each central service function, ensuring the updated CAP remains consistent, accurate, and reflective of current City operations.

TASK 6.0: DEVELOP ALLOCATION BASES FOR CENTRAL SERVICE DEPARTMENT FUNCTIONS

MGT will build from the existing allocation methodology to confirm that each central service function uses an appropriate, measurable, and auditable allocation base. MGT will request updated transaction or workload data only where needed to validate or refine current cost drivers.

Central service costs will continue to be allocated to all benefiting departments and funds, including the General Fund, Enterprise Funds, and Internal Service Funds, supporting equitable cost distribution, interfund transfers, user fee calculations, and cost recovery.

MGT will also review the City's current direct cost and billing practices, identify opportunities to improve transparency and consistency, and recommend refinements where appropriate. This may include peer comparisons, updated recovery methods, improved cost drivers, ERP data considerations, and guidance for enterprise-to-enterprise resource sharing or shared service models.

TASK 7.0: PROCESS DRAFT FULL COST PLAN

MGT will process the draft Full Cost Allocation Plan using Burso as the structured analytical engine for plan calculations. The draft CAP will include summary and detailed reports in Excel and PDF. Summary reports will provide the dollar amounts allocated from each central service department to each receiving department. Detailed reports will provide information on expenditures, allowable costs, incoming costs, personnel distribution, functions, and allocation bases for each central service department.

Burso's logic-based, double step-down methodology supports full allocation of costs, recognition of cross-allocations among central service departments, and generation of reconciliation schedules that tie allocated costs to the City's financial statements.

TASK 8.0: PREPARE DRAFT ICRPs

MGT will prepare draft Indirect Cost Rate Proposals for the applicable City programs or departments identified for ICRP development. This task will use the updated cost allocation structure, financial data, allocation methodology, and relevant program information to develop indirect cost rates that are supported by appropriate cost pools, allocation bases, direct cost treatment, and documentation.

MGT will review the draft ICRPs for consistency with applicable federal cost principles, City data, and the underlying cost allocation model. The draft ICRPs will include supporting schedules and documentation needed for City review and, where required, submission to the applicable review agency.

TASK 9.0: QUALITY CONTROL & INTERNAL REVIEW

The Project Manager and assigned consultants will undertake a structured internal quality control review to validate the accuracy, allocation logic, methodology, and financial reconciliation of the draft CAP and draft ICRPs before submission to the City. This review will confirm that allocation bases are measurable and documented, cost pools are consistently applied, direct and indirect cost treatment is supportable, and allocated costs reconcile to the City's financial statements.

Senior project leadership will conduct an additional review of the draft plans to confirm consistency with applicable standards and review expectations. Burso's built-in reconciliation and self-auditing schedules will be used to validate that total allocated costs equal total source expenditures, supporting mathematical integrity and full cost distribution through the double step-down methodology.

PHASE 3
PRESENT RESULTS & FINALIZE PROJECT

TASK 10.0: PROVIDE CITY OF ROSEVILLE DRAFT COST PLAN

MGT will work in close partnership with City management and staff to present, refine, and secure approval of the draft Full Cost Allocation Plan and related 2 CFR Part 200 plan identified in the scope. Our approach combines technical rigor, clear communication, and collaborative problem-solving to deliver plans that are accurate, defensible, and positioned for successful implementation.

MGT will prepare and present draft cost allocation plans, clearly explain methodologies and results, collect and document staff feedback, and revise the plans to incorporate agreed-upon changes. To support decision-making, MGT will provide year-to-year comparable information that allows the City to evaluate trends, key cost drivers, and changes in recoveries.

MGT will also prepare an Executive Summary of results that highlights major findings, recommended recoveries, control total reconciliations, quality control checks, and signoffs. Based on detailed analysis of City data, MGT will further evaluate the plans and recommend targeted enhancement strategies to improve transparency, efficiency, and long-term cost recovery performance.

TASK 11.0: PROCESS FINAL FULL COST PLAN & PROVIDE FINAL DOCS

MGT will process the final Full Cost Allocation Plan after addressing any issues raised during City review. The final City-approved full cost model will be used as the base for the 2 CFR Part 200 Cost Allocation Plan. MGT will update the 2 CFR plan in accordance with applicable guidelines and City feedback.

Primary deliverables will include:

- Final Full Cost Allocation Plan and 2 CFR Part 200 Cost Allocation Plan developed in Burso.
- Comprehensive Excel allocation schedules, supporting documentation, reconciliation schedules, and management reports generated from Burso for City analysis, budgeting, rate development, and annual updates.
- PDF versions of the finalized CAP for formal record retention.

Each CAP will contain:

- A narrative that clearly defines the purpose, uses, and goals of the plan.
- Descriptions of the methodology and procedures.
- Descriptions of the central services and the allocation bases used to allocate costs.
- Actual distribution of indirect costs to programs.
- Summaries of allocations and resulting charges to operating departments and funds.
- Reconciliation schedules tying allocated costs to the City's audited financial statements to support audit readiness and financial transparency.

MGT will provide the City with electronic copies of the final deliverables along with the workpapers.

TASK 12.0: REVIEW ICRPS, EDIT, AND FINALIZE

MGT will review the draft ICRPs with City staff, address comments, make agreed-upon revisions, and finalize the ICRP schedules and supporting documentation. This task will include review of cost pools, allocation bases, rate calculations, direct cost treatment, supporting schedules, and documentation needed to support City use and, if required, review by the applicable cognizant agency.

Final ICRP deliverables will be provided in electronic format and will include supporting schedules and workpapers necessary to understand the basis for the rates and maintain continuity for future annual updates.

TASK 13.0: PRESENT PROJECT RESULTS TO PROJECT STAKEHOLDERS & IDENTIFY ADDITIONAL USES

MGT will assist with a presentation of the final project results to the City's stakeholders and staff as requested. This presentation will include a high-level overview of the project and the applications, implications, and anticipated benefits to the City's operations. Detailed information will be presented as requested.

The project team will clearly define the various applications and additional uses for the CAP and ICRP results, including support for interfund transfers, enterprise and internal service fund rate development, user fee calculations, indirect cost recovery, budgeting, and audit defense.

TASK 14.0: PREPARE A CAP PROJECT RECAP REPORT & POST-PROJECT TRAINING SESSION

MGT will prepare a CAP project recap report. This report will document the final Burso cost allocation structure, including confirmed cost pools, allocation bases, reconciliation results, and refinements made during the review process. The report will include comments and input from the City regarding the completed CAP and the performance of the Burso-based allocation framework.

The recap will identify structural updates within Burso, including modifications to functions, allocation drivers, or data inputs, and will document the rationale for those changes to preserve institutional knowledge and year-to-year continuity. The recap report will also summarize changes in allocation methodologies from the prior year, the financial impact of those changes, and how those adjustments were implemented within the Burso logic-based structure.

City personnel will have the opportunity to provide feedback on the overall engagement and the functionality, reporting clarity, and usability of the Burso-generated outputs. Project consultants will incorporate relevant feedback into recommendations for future annual Burso updates and ongoing optimization of the allocation framework.

MGT will conduct a post-project training session with the City's key personnel and project stakeholders. This training will focus on maintaining and updating the Burso cost allocation framework annually, including updating financial and operational data inputs, reviewing cost pool structures, validating allocation bases, generating standardized Burso reports, and exporting Excel-based schedules for budgeting, rate development, and audit support.

The session will also reinforce how Burso-generated results can be used to support interfund transfers, enterprise and internal service fund rate development, user fee calculations, indirect cost recovery, budgeting, and audit defense.

Project Deliverables

CAP DELIVERABLES
• Virtual meetings, workshops, interviews, and presentations on approach, methodology and recommendations related to the CAPs and ICRPs

CAP DELIVERABLES

- A draft Full CAP using a double step-down allocation methodology based on the City's budgeted expenditures and interviews with personnel and reviewed with the City staff.
- A final Full CAP using a double step-down methodology based on budgeted expenditures.
- A draft 2 CFR Part 200 Cost Allocation Plan based on the City's actual expenditures and interviews with personnel and reviewed with the City staff.
- A final 2 CFR Part 200 Cost Allocation Plan based on actual expenditures.
- Draft ICRP's for selected City departments (up to 20).
- Final ICRP's for selected City departments. (up to 20)
- A direct costing review, including reporting of existing direct costs, a comparative table of City direct cost use versus peers of similar size, proposals for new direct costs, recommended direct cost recovery, and operational factors and methodologies, including incorporation of data gathering and use of allocations within the existing ERP Financial System.
- Management reports from **Burso** which include the following information:
  - A comparison to the prior year's CAPs, or similar analysis, to identify major variances of allocated costs to key receiving departments. (Comparisons will start in year 2 based on prior results.)
  - A trend analysis.
  - The per-unit costs of specific administrative and support activities.
  - Variance analysis of costs or allocations.
- Documentation of the data collection processes and assumptions, and an assessment of the data strengths and weaknesses.
- An Executive Summary of cost allocation results, including control total reconciliations and quality control checks with signoffs.
- An electronic copy of the final Full CAP, 2 CFR Part 200 Cost Allocation Plan, ICRPs, along with working papers and associated documentation.
- A "Cost Plan 101" training session and comprehensive review of the draft CAP for finance personnel or other project stakeholders, including allocating department personnel, key receiving department personnel, City management, and/or elected officials.
- Development of strategies and procedures to be used by City personnel that will optimize potential indirect cost recovery.
- Ongoing training, guidance, and assistance to personnel.
- Formal project status reports at intervals requested by City personnel (at least monthly).

MGT has reviewed the RFP in detail and is committed and able to ensure the timely delivery of quality products to meet your schedule.



Estimated Timeline

MGT anticipates completion of the initial update cycle within approximately four months following authorization to proceed and receipt of required data. Annual update activities and technical assistance will continue throughout the contract term.

Task		Months					On Going
		1	2	3	4	5	
PHASE 1: PLANNING & DATA PHASE							
1.0	Project Initiation						
2.0	Acquire and Review Organizational and Financial Information						
3.0	Conduct Department Interviews						
4.0	Evaluate Existing Methodologies and Develop Report of Findings and Recommendations						
PHASE 2: STRUCTURE & PREPARE PLANS & ICRPs							
5.0	Develop Cost Plan Structure & Distribute Central Service Department Costs Into Functions						
6.0	Develop Allocation Bases For Central Service Department Functions						
7.0	Process Draft Cost Plan						
8.0	Prepare Draft ICRPs						
9.0	Quality Control & Internal Review						
PHASE 3: PRESENT CAP RESULTS & FINALIZE PROJECT							
10.0	Provide City Of Roseville Draft Cost Plan						
11.0	Process Final Full Cost Plan & Provide Final Docs						
12.0	Review ICRPs, Edit, & Finalize						

Task		Months					On Going
		1	2	3	4	5	
13.0	Present Project Results To Project Stakeholders & Identify Additional Uses						
14.0	Prepare A Cap Project Recap Report & Post-Project Training Session						

EXHIBIT “B”

TAB F: Cost Proposal

MGT's proposed pricing is structured around Roseville's annual cost allocation and indirect cost rate update cycle. The fee covers the services described in this proposal, including project initiation, data collection, methodology review, Full Cost Allocation Plan updates, Federal Cost Allocation Plan updates, ICRP support, draft review, comment resolution, final Excel and PDF deliverables, and advisory assistance within the agreed scope.

The following tables provide annual pricing for each of the three (3) contract years and two (2) option years, the total maximum contract amount, a task-level cost breakdown, hourly rates, estimated time by proposed staff member, and reimbursable-expense treatment.

Five-Year Cost Summary

MGT will provide pricing for the initial three-year contract period and two optional one-year renewals so the City can evaluate the full five-year cost.

ANNUAL PRICING SUMMARY				
Year 1	**Year 2**	**Year 3**	**Option Year 1**	**Option Year 2**
$36,145	$37,950	$39,850	$41,845	$43,935

Task-Level Cost Breakdown

The task-level breakdown links the proposed fee to the annual work sequence described in **Tab E.**

Milestones and Tasks		Professional Hours	Total ($)
1.0	Project Initiation	2	484
2.0	Acquire and Review Organizational and Financial Information	8	1,509
3.0	Conduct Department Interviews	26	6,297
4.0	Evaluate Existing Methodologies and Develop Report of Findings and Recommendations	6	1,642
5.0	Develop Cost Plan Structure & Distribute Central Service Department Costs into Functions	32	6,928
6.0	Develop Allocation Bases for Central Service Development Functions	32	6,298
7.0	Process Draft Full Cost Plan	10	1,850
8.0	Prepare Draft ICRPs	16	3,964
9.0	Quality Control & Internal Review	2	673
10.0	Provide City of Roseville Draft Cost Plan	0	0
11.0	Process Final Full Cost Plan & Provide Final Docs	12	2,567
12.0	Review ICRPs, Edit, & Finalize	8	1,652
13.0	Present Project Results to Project Stakeholders & Identify Additional Uses	2	484

Milestones and Tasks		Professional Hours	Total ($)
14.0	Prepare a CAP Project Recap & Post Project Training Session	6	1,167
	GRAND TOTAL, Hours and Fees	**162**	**36,145**

Hourly Rates and Estimated Time by Proposed Staff

The table below identifies proposed staff roles, hourly rates, estimated hours, and primary costed responsibilities. We have given the City a discounted rate for the Project Manager's hours. The final hours will align with the task-level pricing above and the staffing assumptions in **Tab E**.

Proposed Staff	Role	Hourly Rate	Estimated Annual Hours	Estimated Five-Year Hours	Primary Costed Responsibilities
Meredith Miller	Project Executive	N/A	N/A	N/A	Senior oversight, methodology review, quality assurance, and escalation support
Parul Patel	Project Manager	$234	68	340	Project management, City coordination, methodology review, draft presentation support, and comment resolution
Amritha Persaud	Technical Advisor	$360	2	10	Federal cost principle review, ICRP technical guidance, and review-agency support
Christine Reynolds	Technical Advisor	$290	2	10	California public-sector context, CAP methodology guidance, and technical review
Nicoshia Roadruck	Project Consultant	$290	24	120	Data tracking, budget and project controls support, workpaper organization, and review coordination
Giselle Lerma	Project Consultant	$165	72	360	Workbook updates, data analysis, schedules, variance support, and deliverable preparation
		Total	**168**	**840**	

Reimbursable Expenses and Travel Assumptions

Roseville has confirmed that all services may be provided remotely. The pricing below identifies any reimbursable expenses and the treatment of requested onsite participation.

Expense Category	Pricing Treatment
Remote meetings and virtual working sessions	Included in the proposed fee.
Travel or onsite participation	MGT will conduct onsite meetings per the City's request and with agreed-upon additional fees with prior written approval.
Printing, copying, postage, and delivery	If requested by the City, MGT will produce hard copy deliverables and bill for actual fees.
Other reimbursable expenses	MGT requests no reimbursable expenses beyond the fixed fees shown above.

Pricing Assumptions

MGT has based its proposed fee on the following assumptions:

- Each annual fee covers one annual update cycle for the Full Cost Allocation Plan, Federal Cost Allocation Plan, and departmental ICRPs described in this proposal.
- The City will designate a primary project contact to coordinate data requests, schedule staff participation, consolidate comments, and confirm decisions.
- The City will provide timely access to financial data, organizational information, prior plan materials, allocation-base support, program information, and other source documents needed to complete the work.
- Working meetings will be conducted remotely while active project work is underway, with additional department conversations scheduled as needed to confirm methodology, review results, or resolve comments.
- Draft review will be based on consolidated City comments so final Excel workbooks, supporting schedules, cost documentation, and PDF reports can be completed efficiently.
- Changes to the assumed number of select ICRP programs, requested onsite participation, or scope outside the services described in this proposal may require a pricing adjustment or written authorization before additional work begins.

ACTION OF THE MANAGERS OF
MGT IMPACT SOLUTIONS, LLC
TAKEN BY UNANIMOUS WRITTEN CONSENT
IN LIEU OF A SPECIAL MEETING

THE UNDERSIGNED, being all of the Managers of **MGT IMPACT SOLUTIONS, LLC**, a Florida limited liability company (the "Company"), hereby consent to and approve the following resolutions, which action shall have the same force and effect as if taken at a special meeting of the Managers of said Company duly called and held:

WHEREAS, as part of the Company's ongoing business, the Company regularly enters into binding contracts to provide various services to governmental agencies and other general businesses (collectively, the "Contracts"). Notwithstanding anything herein to the contrary, the Contracts authorized to be executed and delivered hereunder shall only include Contracts that have either been previously approved by the Managers of the Company or approved in connection with the Company's budget.

NOW THEREFORE, BE IT RESOLVED, that the following officers and/or employees of the Company are each hereby appointed as the Company's "Designee" to review, negotiate and sign all documentation on behalf of the Company in connection with the Contracts:

A. Trey Traviesa	Chief Executive Officer and President
Carla Luke	Chief Financial Officer, Treasurer, and Secretary
Lawrence Cowan	Chief Operating Officer Revenue Operations
Thomas Cahill	Senior Vice President

FURTHER RESOLVED, that each Designee is hereby authorized and directed to execute and deliver any and all documents related to the Contracts with such changes as the parties may approve, such approval to be conclusively evidenced by their execution and delivery of same on behalf of the Company.

FURTHER RESOLVED, that each Designee is hereby empowered and directed to do or cause to be done any and all such acts and things and has full power and authority to perform all acts and to make disbursements, and to sign, seal, execute, deliver, acknowledge, file, record and perform any and all agreements, contracts, papers, affidavits, applications, documents, certificates and all other documents in connection with the Contracts as with the advice of counsel may be necessary, appropriate, or desirable in order to carry out and to effect the full intent and purpose of the foregoing resolutions.

FURTHER RESOLVED, that this written consent may be executed in counterparts, each of which shall be deemed an original all of which, taken together, shall constitute one and the same instrument. A signed copy, including by DocuSign or other electronic or digital signature, of this written consent delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this written consent.

FURTHER RESOLVED, that this written consent to such action be filed with the minutes of the proceedings of the Company.

IN WITNESS WHEREOF, the consent of the Managers of **MGT IMPACT SOLUTIONS, LLC**, effective this 17th day of December, 2025.

MANAGERS:

A. Trey Traviesa

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.8
File #: 0702-02 & 0203-21
Item ID: 2026-595

Title:	Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement (RFQ 10-3448) – Reject All Bids
Contact:	Tiffany Valdez 916-746-1109 tvaldez@roseville.ca.us

SUMMARY

Staff recommends approval of the request to reject all bids received for Request for Quotations (RFQ) 10-3448 for the materials and labor to replace the existing food service exhaust hood, Ansul system, walk-in cooler and freezer, and make exterior ADA upgrades at the Woodcreek Clubhouse located at 5880 Woodcreek Oaks Blvd. During staff review, it was determined that the bid received was in excess of the approved project budget. Staff plans to revise the bid specifications and reissue a new RFQ. There is no fiscal impact at this time since there will be no award.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to reject all bids received for Request for Quotations (RFQ) 10-3448 for the Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement Project.

BACKGROUND

The kitchen equipment at the Woodcreek Golf Clubhouse has reached the end of its serviceable life and is no longer functioning reliably. A leak within the building's fire suppression system caused significant damage to the existing walk-in refrigerator and freezer units, accelerating the need for replacement. In addition, the current Ansul fire suppression system is outdated and no longer supported by the manufacturer, making it difficult to maintain and service. Replacing these components is necessary to ensure the kitchen can operate safely, efficiently, and in compliance with current standards.

The City issued RFQ 10-3448 in May 2026 seeking materials and labor to replace the food service exhaust hood, Ansul fire suppression system, and the walk-in cooler and freezer at the Woodcreek Golf Clubhouse, as well as complete associated exterior ADA improvements. These upgrades are necessary to restore full kitchen functionality and support continued food service operations at the facility. During staff review, it was determined that the sole bid received exceeded the project budget. Staff will revise the scope and reissue the RFQ to secure competitive pricing and move the project forward.

A formal bid was issued with the following vendor response:

Bidder	**Total Price**
Mesa Energy Systems, Inc. West Sacramento, CA	$549,777

FISCAL IMPACT

There is no fiscal impact associated with this action because no contract will be awarded.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The rejection of bids meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth
6. Deliver exceptional City services
1. Ensure a safe and healthy community
2. Remain fiscally responsible in a changing world

Respectfully Submitted,
Tiffany Valdez, Buyer

Scott Pettingell, Finance Director

ATTACHMENTS:

1. Resolution 26-290
2. Bid Summary Sheet
3. Notice of Intent to Reject All Bids

REVIEWERS:

Tiffany Valdez, Finance Department - Purchasing	Created/Initiated - 7/7/2026
Shannon Wiest, Finance Department - Purchasing	Approved - 7/14/2026
Kelly Aye, City Attorney Department	Approved - 7/15/2026
Katrina Six, City Clerk Department	Approved - 7/15/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Dennis Kauffman, City Clerk Department	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-290

REJECTING ALL BIDS FOR RFQ 10-3448 FOR THE WOODCREEK CLUBHOUSE EXHAUST HOOD AND WALK-IN COOLER REPLACEMENT

WHEREAS, RFQ 10-3448 was issued in May 2026 for materials and labor to replace the existing food service exhaust hood, Ansul system, walk-in cooler and freezer, and exterior ADA upgrades at the Woodcreek Clubhouse located at 5880 Woodcreek Oaks Blvd; and

WHEREAS, upon staff review, it was determined that the received bid was over the approved project budget; and

WHEREAS, staff wishes to reject all bids with plans to revise the specifications and issue a new RFQ at a later date.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that all bids received for RFQ 10-3448 for the Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement are rejected.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

City of Roseville

Tabulation Report RFQ #10-3448 - Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement

Vendor: Mesa Energy Systems, Inc.

Code	Name	Item Description	Requested Brand	Alternative Brand	Item Vendor Reference #	Unit Price	Qty.	Unit	Total Price	Notes	Attachments
	Grand Total	Enter the GRAND TOTAL transferred from the Formal Invitation For Bid and Award page.			N/A	$549,777.00	1	Each	$549,777.00	N/A	
TOTAL									**$549,777.00**		

General Comments: N-A

General Attachments: Bid Submittal - Woodcreek Clubhouse.pdf

311 Vernon Street
Roseville, CA 95678

NOTICE OF INTENT TO REJECT ALL BIDS

Date: 7/2/26

To: All Bidders concerning RFQ 10-3448 Woodcreek Clubhouse Exhaust Hood and Walk-In Cooler Replacement

From: Finance, Purchasing Division, Tiffany Valdez, Buyer II

Subject: Notice of Intent to Reject All Bids

For **RFQ 10-3448,** the City recommends rejecting all bids.

To inquire about the recommended award, please write to the Purchasing Division, Tiffany Valdez, Buyer II at tvaldez@roseville.ca.us.

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.9
File #: 0200
Item ID: 2026-635

Title:	Roseville Advantage Financing Program - Banking Services Agreements
Contact:	Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

SUMMARY

Staff recommends approval of banking services agreements with the following three local banks to continue the Roseville Advantage Financing Program: First Northern Bank, River City Bank, and River Valley Community Bank. The recommended banking services agreements will result in a one-time investment of up to $15 million of the City's short-term investment funds being deposited into locally headquartered banks to leverage local lending capacity, with no loss of City investment income. The initial agreements will run through June 30, 2029, and the City has the right to renew the agreements for three (3) additional one-year terms at its sole discretion. Continuation of the Program has no impact on the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt resolutions to approve banking services agreements with First Northern Bank, River City Bank, and River Valley Community Bank to continue the Roseville Advantage Financing Program, and authorize the City Manager to execute them on behalf of the City of Roseville.

Staff also recommends that the City Council authorize the City Manager or designee to execute up to three (3) additional one-year renewals without further City Council approval, provided that staff determines that continuing the agreements remains to be in the best interest of the City.

BACKGROUND

On June 19, 2019, City Council approved the Roseville Advantage Financing Program and authorized the City Manager to execute banking services agreements with four local banks. The Program terms require that the City deposit funds in the Program banks, refer business owners with credit needs to the Program banks, perform joint marketing, and promote the Program banks. In return, the Program banks agree to lend the funds to businesses within the Roseville community. The City also included requirements that the City's short-term funds earn a rate of return similar to the Local Agency Investment Fund (LAIF), a state pooled money investment account, and that the City have the right to withdraw its funds from the banks at any time. Additionally, City deposits must be fully insured or collateralized pursuant to state law.

In April 2026, staff sent a Request for Proposals to continue the Program to the five locally headquartered banks located within a 60-mile radius of Roseville (American River Bank, First Northern Bank, Five Star Bank, River City Bank, and River Valley Community Bank). Two of the initial banks, American River Bank and First Northern Bank, and one new bank, River Valley Community Bank, submitted proposals to participate.

The continued goal of the Program is to provide an opportunity for locally headquartered banks to work

collaboratively with the City in:

- Helping existing Roseville businesses grow and prosper,
- Pursuing new business development, and
- Diversifying the Roseville business community.

Although the Program does not provide a measurable financial benefit to the City, it is an innovative economic development initiative that provides economic and marketing benefits to the City and partner banks, demonstrating the City's collaborative efforts to assist and promote entrepreneurship and small business development within the City of Roseville. Since its implementation, the Roseville Advantage Financing Program has leveraged well over $250 million in additional lending for business development and growth in the City.

FISCAL IMPACT

The recommended banking services agreements will run through June 30, 2029, and will result in a one-time investment of up to $15 million of the City's short-term investment funds being deposited into locally headquartered banks, with no loss of City investment income. Continuation of the Program has no impact on the General Fund.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)).

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

3. Enhance economic vitality

Respectfully Submitted,
Jeannine Thrash, Management Analyst

Scott Pettingell, Finance Director

ATTACHMENTS:

1. Resolution 26-292
2. First Northern Bank PSA
3. Resolution 26-293
4. River City Bank PSA
5. Resolution 26-294
6. River Valley Community Bank PSA
7. Intent to Award Notification

REVIEWERS:

Jeannine Thrash, Finance Department Created/Initiated - 7/15/2026

Shannon Wiest, Finance Department - Purchasing	Approved - 7/15/2026
Kelly Aye, City Attorney Department	Approved - 7/16/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/23/2026
Katrina Six, City Clerk Department	Final Approval - 7/23/2026

RESOLUTION NO. 26-292

APPROVING A BANKING SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND FIRST NORTHERN BANK OF DIXON, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Banking Services Agreement for the Roseville Advantage Financing Program, by and between the City of Roseville and First Northern Bank of Dixon, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute three (3) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

BANKING SERVICES AGREEMENT

Roseville Advantage Financing Program

THIS AGREEMENT is made and entered into this 17 day of July, 2026 ("effective date") by and between the City of Roseville, a municipal corporation ("CITY"), and First Northern Bank of Dixon, a California corporation ("BANK").

W I T N E S S E T H:

WHEREAS, as a business friendly city, CITY designed the Roseville Advantage Financing Program ("Program") in order to attract and retain local businesses to enhance economic development in CITY; and

WHEREAS, the Program partners CITY with local banks to help support small and medium-sized businesses, as well as commercial property owners providing locations for such businesses, located in the Roseville ("Program Area"); and

WHEREAS, the Program requires, among other things, that participating banks prioritize lending and underwriting to small and medium-sized businesses, as well as to certain commercial property owners, located in the Program Area; and

WHEREAS, in May of 2026, CITY issued a Request for Proposals, incorporated herein but this reference, to banks to provide banking services consistent with the Program; and

WHEREAS, on May 14, 2026, BANK submitted a proposal to partner with CITY in the Program; and

WHEREAS, CITY desires to enter into a contract with each selected Program Bank separately detailing the terms and conditions of participation in the Program.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement will commence on the effective date and expire on June 30, 2029. CITY in its sole discretion may elect to extend the Agreement in one (1) year increments for up to an additional three (3) years by giving BANK thirty (30) calendar days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement approved by the City Manager.

2. Services. BANK shall provide to CITY the banking services described in this Agreement. As a condition to providing the banking services, BANK may require CITY to enter into a separate Contract for Deposit of Monies or similar contract as long as the terms of such contract do not conflict with the terms of this Agreement. In the event of any conflict between this Agreement and a separate deposit contract, or the Proposal, the provisions of this Agreement shall govern.

3. Deposit. If CITY has no currently existing deposits with BANK, CITY agrees to make an initial deposit ("Program Deposits") with BANK within thirty (30) calendar days of execution of this Agreement. BANK agrees to hold the Program Deposits in one or several of the following account types, based upon the BANK's practices: (1) Insured Cash Sweep (ICS) – 100% FDIC Insurance; or (2) Normal Deposit Account, Demand Deposit Account or Savings/Money Market Account in which balances in excess of FDIC insurance are collateralized as per California Government Code, Section 53652. CITY shall evaluate increasing the amount of the Program Deposits with BANK on an annual basis. At CITY's sole discretion and subject to approval by CITY's Chief Financial Officer, CITY can make additional Program Deposits with BANK at an amount not to exceed twenty percent (20%) of CITY's liquid funds.

4. Bank's Responsibilities. BANK hereby agrees, as a condition of participating in

the Program and of receiving the Program Deposits under this Agreement, to do the following:

a. Interest Requirements. Program Deposits shall earn at least an Annual Interest Rate equal to the posted Local Agency Investment Fund ("LAIF") rate and as described in the Proposal, attached as Exhibit "A" incorporated herein by this reference. This interest rate shall remain in effect during the term of this Agreement and can be changed by BANK after issuing CITY a thirty (30) day notice of termination as specified in Section 14.

b. Security Requirements. BANK shall ensure that the Program Deposits are fully insured by the Federal Deposits Insurance Corporation ("FDIC"), or fully collateralized per California law. Program Deposits in excess of the FDIC limit shall be secured by BANK's current method for public funds, which is collateralization through government securities pledged at least one hundred and ten percent (110%) of the deposits requiring coverage or the use of a Letter of Credit issued by the Federal Home Loan Bank ("FHLB") of San Francisco pledged at least one hundred and five percent (105%) of the deposits requiring coverage (Govt. Code, § 53652).

c. Access to Funds. CITY reserves the right to withdraw/deposit its monies as it sees fit at any time in the exercise of its sole discretion. BANK agrees that CITY will have access to Program Deposits, as needed. BANK shall allow no less than six (6) withdrawals per month that may be initiated by 1:30PST for same day withdrawals.

d. Lending Requirements. By the end of the term of this Agreement, BANK shall have maintained a loan portfolio comprised of business loans to small and medium-sized businesses (as defined by the U.S. Small Business Administration) and commercial property owners for such businesses located in the Program Area equal to one hundred percent (100%) of the Program Deposits. However, BANK is not required to offer business loans to third party

merchant creditors, to any business engaging in activities prohibited by federal, state or local laws, or to any business not otherwise meeting BANK's lending requirements.

e. Underwriting Requirements. BANK agrees to make commercially reasonable efforts to provide priority underwriting responses related to lending opportunities referred by CITY. However, CITY understands that in order to gain loan approval, requests must meet BANK's standard loan underwriting requirements.

f. Promotion Requirements. BANK agrees to participate in joint marketing activities with CITY and other Program Banks to announce and enhance community recognition of the Program. BANK further agrees to promote CITY with respect to the Program on BANK's applicable literature, messaging and public relations activities. BANK agrees to provide reasonable access to its marketing staff and program managers to support CITY's marketing efforts.

g. Reporting Requirements. BANK shall submit to CITY semi-annual reports that: (1) verify that the required amount of funds are being lent to eligible businesses under the Program; (2) identify the dollar amount and number of loans made; (3) identify collectively BANK's investment into Roseville-based non-profit and charity programs; and (4) include any other Program related information required by CITY. BANK shall further collaborate with CITY to ensure the reports are adequate to meet CITY's need to verify compliance with the Program's requirements. However, in no event shall BANK be required to submit to CITY information deemed confidential pursuant to federal, state or local laws. Reports shall be due by January 31st and July 31st, unless otherwise extended by CITY in writing.

h. Referrals. BANK agrees to offer to participate in a full relationship review with new business clients referred by CITY to determine if BANK can provide other

services that may meet the business' other banking needs, such as Treasury Management Services. Special fee waivers or pricing will be offered by BANK when appropriate and is based upon BANK's products and services.

5. City's Responsibilities. CITY hereby agrees, in furtherance of implementation of the Program, to do the following:

a. Referrals. CITY agrees to refer business owners with credit needs that meet the Program demographic requirements to Program Banks equally for their evaluation.

b. Promotion Requirements. CITY agrees to participate in joint marketing activities with BANK and other Program Banks to announce and enhance community recognition of the Program. To that end, CITY will provide resources to facilitate communication between CITY and the Program Banks. CITY further agrees to promote Program Banks as leaders in the Roseville region business community on CITY literature, messaging, and public relations activities.

6. Records. BANK and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than two (2) years after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, BANK and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved.

7. Compliance with Laws. BANK shall perform all services required pursuant to this Agreement in accordance with all federal and state laws, statutes, rules and regulations applicable to deposits and the performance of services under this Agreement, including without limitation, the Local Agency Deposit Security Law.

8. Ability to Perform. BANK agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

9. Assignment. BANK is employed to perform unique personal services. BANK shall not assign this Agreement without the prior written consent of CITY.

10. Not an Agent. BANK shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. Furthermore, BANK shall have no authority, express or implied, pursuant to this Agreement to bind CITY to any obligation whatsoever.

11. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

12. Termination of Agreement. Either party may terminate this Agreement without cause by giving the other party thirty (30) calendar days advance written notice. In the event of termination, CITY may withdraw all funds held on deposit with BANK without penalty or liability.

13. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

14. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

15. Severability. If any of the provisions contained in this Agreement are for any

reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

16. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	BANK
Melissa Anguiano Economic Development Director 311 Vernon Street Roseville, CA 95678	First Northern Bank of Dixon Attn: Amy Morin 2270 Douglas Blvd, STE 100 Roseville, CA 95661

Either party may amend its address for notice by giving notice to the other party in writing.

19. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and BANK has caused this Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

BY:_____
DOMINICK CASEY
City Manager

FIRST NORTHERN BANK OF DIXON,
a California corporation

BY: _____
its: CEO

and

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

BY: Kevin Spink
its: CFO

BY:_____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
MELISSA ANGUIANO
Economic Development Director

EXHIBIT "A"

May 14, 2026

Dennis Kauffman
Assistant City Manager/Chief Financial Officer
City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678

FIRST NORTHERN BANK

Dear Mr. Kauffman,

Thank you for allowing First Northern Bank the opportunity to present the City of Roseville our proposal for the Roseville Advantage Financing Program. The recommendations outlined in this proposal are just a first step in getting to know you and creating a long-lasting partnership that grows alongside your business.

Personal service, efficiency, convenience, and flexibility are some of the factors that are important in a banking relationship. We can offer the City of Roseville not only the expertise to maximize your company's cash flow, but the integrity, experience and longevity that will instill the confidence that a business banking relationship with First Northern Bank is the sound choice.

We pride ourselves on being an active partner in Roseville, working alongside organizations that keep the community strong. Our commitment includes investing over $20,000 annually in local impact with support extending across key areas: Education, Youth Sports, Economic Development, and Community Service.

First Northern Bank Competitive Advantages

- **#1 in Customer Satisfaction** – We have a 97% customer retention rate.
- **FNB Managers & Lenders have FOUR TIMES the Experience** – Our relationship managers have an average of over 24 years of experience. That's four times the industry average!
- **Over 54% of Employees are Shareholders –** With over 54% of our employees owning stock in First Northern Bank, our employees have a vested interest in customer satisfaction and the success of the Bank!
- **We've Stood the Test of Time** – FNB has operated safely throughout two World Wars, two depressions and 19 recessions. Today, we're stronger than ever!
- **Dedication to Remaining Independent** – In 1996, our Board of Directors adopted a Policy of Independence.

First Northern Bank's financial strength, longevity, and product diversity, combined with its superior level of personal service, has made the Bank one of the area's premier community banks. We not only want to be the bank of choice for the City of Roseville but want to foster a deeper relationship by becoming its financial services provider and trusted advisor into the future.

Sincerely,

Amy Morin
Senior Vice President/Client Relationship Manager Team Leader | (530) 805-2351 Direct

That's My Bank!

RESPONSES TO REQUESTED INFORMATION

5.3 Tab A: Bank's Qualifications

First Northern Bank was founded in Solano County in 1910 by a group of farmers and businesspeople who were looking for a different kind of banking experience – a bank that goes beyond providing financial products and services. A bank that could be counted on to support and promote community vitality through community outreach, contributions, grants, volunteerism, and reinvestment.

Our steadfast commitment to giving back to our communities for 116 years has led to the high level of trust people have placed in our brand. First Northern Bank has 14 full-service branches and serves Solano, Yolo, Placer, Sacramento, Glenn, and Colusa Counties, as well as neighboring counties. We are the region's only community bank with a local mortgage division, and because we invest in the best bankers, First Northern has been a leading local small business lender for over a decade.

We are here to build long-lasting relationships where we can address specific financial needs on a personalized basis, provide opportunities for our employees, and be committed and passionate about making a difference in our communities.

For more information, see supporting documentation: Stronger than Ever on page 25.

5.4 Tab B: Experience and References

Supporting Small Business Growth and Economic Development in the City of Roseville

First Northern Bank of Dixon has supported Northern California businesses since 1910 through relationship-based banking and local decision-making. We understand the important role small businesses play in creating jobs, strengthening local economies, and expanding the City of Roseville's tax base.

For your consideration, here are three references who can speak to their experience working with First Northern Bank.

1. City of Winters | Jeremy Craig, City Manager | (530) 215-4898
2. Yolo County Housing| Jim Gillete, Chief Financial Officer | (530) 669-2222
3. Roseville Chamber of Commerce | Ananda Rochita, Chief Executive Officer | (916) 783-8360

See supporting documentation: Roseville Chamber testimonial on page 27.

5.5 Tab C: Qualifications of Team

First Northern Bank has assembled an experienced and dedicated relationship management team to support the City's banking needs. The proposed team includes professionals with extensive experience in public sector banking, treasury management, customer service, and operational support. Sunil Bhagat will serve as the primary point of contact for the City. A summary of each team member's role, qualifications, relevant experience, length of service with the Bank, and geographic location is provided in the supporting documentation and staff biographies beginning on page 18.

5.6 Tab D: Program Understanding

First Northern Bank has been a city partner in the Roseville Advantage program since it's inception in 2019. We take pride in the opportunity to partner with the city to provide financial solutions and services for the many small businesses that reside in and around the city.

Members of the Roseville business community who inquire with FNB about the Advantage program will receive premier service, a dedicated team and priority processing. To support businesses relocating to, expanding within, or starting operations in Roseville, First Northern Bank will provide three core lending solutions:

- Working Capital Lines of Credit
  - Flexible revolving lines of credit designed to support cash flow management, inventory purchases, payroll, and seasonal operating needs.
  - Discounted lender fee up to $500
- Working Capital Term Loans
  - Term financing to support business growth initiatives including equipment purchases, tenant improvements, technology investments, and operational expansion.
  - Discounted lender fee up to $500
- Commercial Real Estate Financing
  - Both SBA and conventional commercial real estate financing solutions for owner-occupied property purchases, construction, expansion, and refinancing.
  - Discounted lender fee of 50% up to $750

The bank will provide bi-annual reporting to the City of Roseville By January 31st and July 31st unless otherwise requested. Reports will detail-

- The amount of funds lent to small business in the City during previous 6 months
- The number of small business loans made in the City During the previous 6 months
- The report will include loans with primary borrower addresses as the City of Roseville

First Northern Bank leverages proven lending programs and processes with over a century of experience successfully supporting small and mid-sized businesses throughout Northern California. Our experienced commercial banking team provides responsive service, local

underwriting expertise, and customized financing solutions designed to meet the unique needs of growing businesses.

As an experienced SBA lending partner, we are well-positioned to help businesses access capital through flexible financing structures that support long-term growth and economic development.

First Northern Bank is committed to partnering with the City of Roseville to support business attraction, expansion, job creation, and continued economic growth within the community.

5.7 Tab E: Program Plan

Marketing and Community Partnership Support

First Northern Bank and Sunil Bhagat, Community Outreach and Partnerships Officer, will partner with the City of Roseville and the City's Economic Development Director to support business attraction, retention, and expansion efforts within Roseville.

We will leverage our existing relationships with the Roseville Area Chamber of Commerce, and other community and business groups to help promote Roseville as a strong environment for businesses to relocate, grow, and invest. Within 30 days of being chosen by the city, Mr. Bhagat along with the team mentioned above, will draft a schedule to share the program details with our community partners.

First Northern Bank would support these efforts through:

- Participation in local business and community events
- Joint outreach and networking opportunities
- Educational workshops and small business resources
- Collaborative marketing and economic development initiatives

Our goal is to support the City's economic development strategy by helping connect businesses with local resources, financing solutions, and community partnerships that encourage long-term growth within Roseville.

5.8 Tab F: Funds Deposit Proposal

Deposit and Investment Solution

For the additional funds the city is looking to place in conjunction with this program, First Northern Bank proposes a Public Funds Money Market Account. The account is designed specifically to meet the requirements of State and Local Government, fully secured by pledged collateral.

The account will offer a tiered interest rate structure tied to the monthly Local Agency Investment Fund (LAIF) index as follows:

- Balances under $1 million: rate based on the monthly LAIF index

- Balances from $1 million to $3 million: LAIF index plus 10 basis points
- Balances over $3 million: LAIF index plus 15 basis points

This structure is designed to provide the City of Roseville with competitive earnings, liquidity, and security while maintaining full collateralization of public funds.

First Northern Bank would be very interested in providing additional banking services to the City beyond the scope of this RFP. We offer a wide variety of deposit, treasury and lending services. See additional information on these products, beginning on page 8.

5.9 Tab G: Required Statements/Documents

Statement Regarding Non-Substitution of Designated Team Members

First Northern Bank acknowledges and agrees that the designated members of the proposed account management and service team identified in this proposal shall not be substituted, reassigned, or removed without the prior written approval of authorized City staff, except in circumstances beyond the Bank's reasonable control. In the event a substitution becomes necessary, the Bank will provide timely notice to the City and propose replacement personnel of equivalent qualifications and experience for review and approval in accordance with Section 4.0 of the RFP.

Statement Regarding Conflict of Interest

First Northern Bank affirms that neither the Bank, nor any of its officers, employees, agents, or subcontractors involved in this proposal or the provision of services contemplated herein, has any actual or potential conflict of interest that would impair the Bank's ability to perform the services in the best interests of the City. The Bank further certifies compliance with all applicable conflict of interest requirements referenced in Section 9.4 of the RFP.

Statement Regarding Proprietary Information

First Northern Bank understands and acknowledges that all materials and information submitted in response to this RFP shall become public record, subject to applicable law. Accordingly, the Bank certifies that nothing contained within this submitted proposal is proprietary, confidential, or otherwise restricted from public disclosure pursuant to Section 9.23 of the RFP.

See supporting documentation: Proposer's Certification on page 28 and Non-collusion Declaration on page 29.

5.10 Tab H: Exceptions

First Northern Bank has reviewed the requirements of this RFP, including the Scope of Services and the Sample Program Agreement (Attachment 3), and has no proposed exceptions, alterations, or amendments at this time.

The Bank understands and accepts the requirements, terms, and conditions set forth by the City and anticipates being able to successfully negotiate and execute an agreement substantially consistent with the provisions contained in the RFP and accompanying attachments.

5.11 Tab I: Competency of Proposers

First Northern Bank represents that there are no pending or unresolved bankruptcies, judgments, lawsuits, arbitrations, mediations, regulatory enforcement actions, or similar legal proceedings involving the Bank that would materially affect its financial condition, operational stability, or ability to provide the services described in this proposal.

Additionally, within the past seven (7) years, the Bank has not been subject to any bankruptcy proceedings or material judgments that would impair the Bank's capability, resources, or qualifications to satisfactorily perform the requested banking services for the City.

The Bank maintains the financial strength, operational capacity, experienced personnel, and regulatory standing necessary to provide the services outlined in this RFP in a timely, secure, and professional manner.

First Northern Bank recommends its **Business Growth Checking Account** for The City of Roseville.

Business Growth Checking*

- Free Business Bill Pay
- Enhanced Mobile Deposit Limits
- 200 free monthly transaction items^
  - Only $0.30 per item fee over 200 items per month^
- $50 minimum deposit to open
- Monthly service fee of $20 can be waived with an avg. monthly balance of $10,000
- Monthly cash deposited or withdrawn fee of $0.15 per $100
- Free Online Banking, Mobile Banking, eStatements and Telephone Banking**
- Cash Management Services available
- Easy-to-balance monthly statements
- Free return of check images
- No monthly or annual maintenance fee Debit Card
- Surcharge-free ATM usage at ATMs displaying the MoneyPass symbol. Wherever you live, work or travel in the U.S., you're sure to find a MoneyPass ATM nearby. To find a MoneyPass ATM, use your First Northern Bank Mobile Banking App. The Find a Free ATM link can be found at the bottom of the Branches page.

^ Transactions include checks paid, checks deposited, deposit tickets, ACH deposits and credits.

** Customer purchases checks. Other fees such as NSF, overdraft, ATM fees, etc. may apply. Refer to the Schedule of Fees and Charges for details.*

*** Message & data rates may apply*

The Bank's basic Online Banking service gives The City of Roseville authorized representative(s) 24-hour password-protected access to account information. The Online Banking features available to your association include:

- View account balances
- View account history
- eStatements
- Mobile Banking
- Transfer funds between FNB accounts
- Request stop payments
- View and print cancelled checks
- Account reconciliation
- Ability to export history into QuickBooks, Quicken, Microsoft Money or Excel

In addition to the Online Banking features listed above, First Northern Bank offers The City of Roseville the option of using the Bank's Treasury Management features, which include:

- Remote Deposit Capture
- Wire transfers
- Payroll
- ACH payments
- ACH receipts
- Check Positive Pay
- ACH Positive Pay

For more information on First Northern Bank's Online Banking and Treasury Management Services, simply visit the Bank's website at **www.thatsmybank.com**, and view our resources found under Business Banking, Cash Management and Education & Tools, Online Support & Security.

Deposit checks with ease from The City of Roseville's office and eliminate travel to a branch using our web-based, check image capture storage and processing service. Remote Deposit Capture is a secure and convenient service that will also provide you with access to robust reporting and an extended deposit window – same day credit for deposits made by 6:00 p.m. on any Bank business day.

Additional benefits of Deposit Capture include:

- Reduction of labor costs and increased employee productivity by saving time preparing deposits.
- Faster check clearing, which allows The City of Roseville the ability to act sooner on returned checks, increasing the opportunity for collection.
- Multiple layers of security including password protection, Internet firewalls, and 128-bit encryption, the highest level of security available today.
- Ability to consolidate funds into one First Northern Bank checking account from any remote office or store front, helping to streamline cash flow.
- Peace of mind knowing that each authorized user has a secure login, password, and access to accounts determined in advance by The City of Roseville.

TREASURY MANAGEMENT SERVICES

ACH Origination, Wire Transfers & Bill Pay

Secure and economical, Automated Clearing House (ACH) Origination is an electronic payment transfer system that allows The City of Roseville to disperse payments or collect funds quickly and efficiently. ACH Origination can be used for:

- Payroll direct deposit
- Tax and vendor payments
- Rent or tuition collections
- Charitable contribution collections

By giving The City of Roseville control of the timing of payables and receivables, ACH Origination help maximize your cash flow, while minimizing the cost of preparing, mailing and reconciling paper checks.

ACH Origination is available on approved credit.

With online wire transfers, The City of Roseville can quickly and securely move funds electronically within the U.S. and internationally. Wire transfers can help save time, money and paperwork, using templates for recurring transfers and initiating your own transfers online right from your office or mobile device, for the ultimate convenience.

Wire Transfer services is available on approved credit.

Once enrolled in Online Banking, you can pay bills online, eliminating the need for stamps, envelopes and trips to the post office while gaining greater tracking capabilities and heightened security. Create one-time or reoccurring payments, set-up bill payment reminders, account alerts, and use other great features to help you bank anywhere, anytime.

Fraud Detection – Positive Pay

Check Positive Pay and ACH Positive Pay from First Northern Bank allow The City of Roseville to protect your account from unauthorized transactions and simplify your monthly reconciliation. With Positive Pay, you can take control of your business banking account and monitor checks and ACH debits presented for potential fraud.

What are the benefits of Positive Pay?

The City of Roseville will have peace of mind knowing your organization is alerted to check and ACH fraud with one of the most effective anti-fraud tools available.

- Helps detect costly losses due to fraudulent activity and compromised account information.
- Reduces exposure to check and electronic ACH fraud.
- Stops loss of funds.
- Blocks unauthorized checks and debits from posting to your account.

How does it work?

Check Positive Pay: At the end of each business day, The City of Roseville electronically submits an issued check file to the secure website. Then, each night after posting the incoming checks, First Northern compares the checks against your issued check file. If we find that a check does not match the issued check information, or has already been marked as "paid," it will be listed on an "exception report." We will then notify you via email that you have an exception item to review. Let us know if any of these items are fraudulent or inaccurate, and we will quickly correct or return the checks to the bank of first deposit.

ACH Positive Pay: For ACH debits and credits, The City of Roseville creates and manages an approved vendor list. If an ACH transaction received is not on the approved vendor list, First Northern Bank will notify you in the form of an email. Upon receipt of the email, simply login to ACH Positive Pay to accept or reject the item.

Need to purchase office supplies? Meet clients for dinner? Take along the First Northern Bank Business Debit MasterCard®. Use it to make business purchases worldwide anywhere you see the MasterCard® logo.

Card Benefits

- Use it to access funds in any Business Checking account.
- Surcharge-free ATM access at First Northern Bank ATMs and participating ATMs displaying the MoneyPass symbol.
- Use your check card at millions of locations worldwide that accept MasterCard®
- Enjoy peace of mind with around-the-clock fraud monitoring and protection.

Request cards for your employees

Want to assign banking responsibilities to your employees without sacrificing security on your account? The Business Debit MasterCard® allows you to customize certain functions, including deposit and purchasing capabilities for greater control.

CardValet

Control debit card usage and on-the-go spending through your smartphone! CardValet is an app that lets you keep a close eye on your debit card usage. Set dollar limits to keep spending in check, and even shut off your card if you find that it is lost or stolen. Use transaction controls for merchant codes, locations and thresholds to ensure employee spending adheres to company policy.

Learn more at https://www.thatsmybank.com/personal/account-services/cardvalet.html.

Based on your need for daily credit, we recommend applying for a First Northern Bank Visa Business Credit Card, which comes with a variety of important features including award-winning expense management tools, free employee cards, and added security benefits.

Visa® Business Real Rewards Card

- Earn 1.5 points monthly for every $1 you spend on eligible net purchases (equal to 1.5% cash back).
- 2,500 bonus rewards points awarded after first purchase.
- No Annual Fee.
- Separate business expenses, manage cash-flow and track spending.

Visa® Smart Business Rewards Card

- Earn 2X points for every $1 of purchases in the top two categories each month – automatically; earn 1X points for every $1 spent on all other eligible net purchases.
- 20,000 bonus rewards points after you spend $500 in the first 90 days.
- $0 introductory Annual Fee for the first year. After that, $95 Annual Fee for Account Owners and $0 for Authorized Employees.
- Separate business expenses, manage cash-flow and track spending.

Visa® Business Cash Preferred Card

- Earn 3% cash back on all eligible net purchases at gas stations, office supply stores, restaurants and more.
- Earn 1% cash back on all other eligible net purchases.
- $25 cash back after your first purchase.
- $100 credit after 11 consecutive months of recurring software subscription expenses.
- Separate business expenses, manage cash-flow and track spending.

Visa® Business Card

- Extended introductory offer.
- Save on interest and pay down your other credit card balances faster.
- No Annual Fee.
- Separate business expenses, manage cash-flow and track spending.

The creditor, issuer and service provider is Elan Financial Services, pursuant to a license from Visa U.S.A., Inc. Subject to credit approval.

CDARS – Certificate of Deposit

Another option for The City of Roseville is the Certificate of Deposit Account Registry Service (CDARS). First Northern Bank is a member of a unique network that allows The City of Roseville to have multimillion dollar Federal Deposit Insurance Corporation (FDIC) protection on Certificates of Deposit (CD) investments.

There are few guarantees in life – FDIC insurance is one of them. Through CDARS, your funds are placed with multiple FDIC-insured institutions, permitting your business optimal FDIC insurance coverage[1].

Additional benefits of CDARS include:

- **Full Insurance.** Using the CDARS service, IntraFi Network can access up to $50 million in FDIC protection on CD investments.
- **One Bank.** IntraFi Network works with us – the bank you know and trust – to secure your large deposits.
- **One Rate.** Your business earns one interest rate on its CD investments through CDARS. With CDARS, there is no need to negotiate multiple rates or manually tally disbursements for each CD.
- **No Fees.** There are no hidden fees of any kind. We do not charge annual fees, subscription fees, or transaction fees for using the CDARS service; the rate you see is the rate you get.
- **No Collateralization.** Because CDARS deposits are eligible for full FDIC protection, your business may not need to collateralize its deposits, thus eliminating the time-consuming task of tracking collateral values.
- **A Wide Variety of Maturities.** Your business can select from various maturities – ranging from 4 weeks to 3 years (156 weeks) – and choose the terms that best suit its investment needs.
- **Community Investment[2].** IntraFi Network funds can support lending initiatives, including special development projects that strengthen the local community.[2]

1. Funds may be submitted for placement only after a depositor enters into the CDARS Deposit Placement Agreement with First Northern Bank. The agreement contains important information and conditions regarding the placement of funds by us.
2. This benefit applies to some, but not all types of CDARS transactions. Let us know if this benefit is important to you, so that we can explain the relevant terms and conditions in more detail.

CDARS is a registered service mark of IntraFi Network, LLC.

SWEEP SERVICES

Improve your day-to-day cash management by putting idle balances to work. While maintaining liquidity, The City of Roseville can efficiently invest unallocated funds overnight. We offer two options for your consideration:

Zero Balance Sweep (ZBA)
Each day, after transaction obligations are met, we will calculate your available funds and automatically transfer them into the sweep option you designate. You determine the transaction activity and target balance – often zero – to keep in each account. Plus, you can easily monitor your daily cash position using Online Banking.

Insured Cash Sweep (ICS)
Our Insured Cash Sweep service is a smart, secure, and convenient way for The City of Roseville to earn a return and access multi-million-dollar FDIC protection on large savings deposits. You don't have to choose between return or protection with ICS service.

Additional benefits of ICS include:

- Put excess cash balances in The City of Roseville Commercial Checking Account to work in money market deposit accounts.
- Enjoy increased coverage while also benefiting from increased access to funds and higher returns than other savings options.
- Earn interest above standard savings, which may compare favorably with other investment alternatives.
- Eligible for greater security through multi-million dollar FDIC insurance coverage.
- Save time by working directly with First Northern Bank.
- Decrease administrative burden when using ICS compared to other collateralized deposits or sweep options.

Available on approved credit.

EMPLOYEE SERVICES

First Northern Bank is offering the City of Roseville employees a Simply Checking* account. The benefits include:

- First Northern Debit Card with no monthly maintenance fee.
- Surcharge-free ATM access at First Northern Bank ATMs and participating ATMs displaying the MoneyPass symbol... over 40,000 ATMs nationwide.
- Online Banking and Bill Pay with no monthly service charge.
- **Free** eStatements.
- **Free** 24-hour Online Banking service, including Mobile Banking and Mobile Deposit.

Additional benefits offered to the City of Roseville employees include:

- **Financial Literacy** – First Northern Bank offers a financial literacy program using interactive, real-world simulations to provide educational benefits, primarily focused on building practical money-management skills.
- **Financial and Retirement Planning Consultation** – a complimentary consultation with a First Northern Bank Financial Advisor.
- **Investment Advisory**** – First Northern Bank is happy to host a brown bag lunch meeting (in person or virtual) to review and educate your employees about investment options, including 401(k) and 529 (college savings) plans.
- **Mortgage Lending** – At the closing of a First Northern Bank purchase or refinance mortgage loan, the Bank will credit the CBA employee or Board of Director $500. This offer is only available for new, residential first mortgage loans. To be eligible, the employee or board member must have: (1) an existing or open a new First Northern Bank personal checking account and (2) have an Automatic Funds Transfer (AFT) from a First Northern bank personal checking account to make payments on the subject loan. $500 credit will be deposited to the personal checking account used for ATF.

** Investments not FDIC insured – May lose value – No Bank guarantee.

Securities offered exclusively through Raymond James Financial Services, Inc., Member FINRA/SIPC, an Independent Registered Broker/Deal, and are not insured by FDIC or other bank insurance, are not deposits of the Bank, are not guaranteed by the Bank, and are subject to risk, including the possible loss of principal. First Northern Bank and Raymond James are independent entities.

RESOLUTION NO. 26-293

APPROVING A BANKING SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND RIVER CITY BANK, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Banking Services Agreement for the Roseville Advantage Financing Program, by and between the City of Roseville and River City Bank, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute three (3) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

BANKING SERVICES AGREEMENT

Roseville Advantage Financing Program

THIS AGREEMENT is made and entered into this 13th day of July, 2026, ("effective date") by and between the City of Roseville, a municipal corporation ("CITY"), and River City Bank, a California corporation ("BANK").

W I T N E S S E T H:

WHEREAS, as a business friendly city, CITY designed the Roseville Advantage Financing Program ("Program") in order to attract and retain local businesses to enhance economic development in CITY; and

WHEREAS, the Program partners CITY with local banks to help support small and medium-sized businesses, as well as commercial property owners providing locations for such businesses, located in the Roseville ("Program Area"); and

WHEREAS, the Program requires, among other things, that participating banks prioritize lending and underwriting to small and medium-sized businesses, as well as to certain commercial property owners, located in the Program Area; and

WHEREAS, in May of 2026, CITY issued a Request for Proposals, incorporated herein but this reference, to banks to provide banking services consistent with the Program; and

WHEREAS, on May 14, 2026, BANK submitted a proposal to partner with CITY in the Program; and

WHEREAS, CITY desires to enter into a contract with each selected Program Bank separately detailing the terms and conditions of participation in the Program.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement will commence on the effective date and expire on June 30, 2029. CITY in its sole discretion may elect to extend the Agreement in one (1) year increments for up to an additional three (3) years by giving BANK thirty (30) calendar days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement approved by the City Manager.

2. Services. BANK shall provide to CITY the banking services described in this Agreement. As a condition to providing the banking services, BANK may require CITY to enter into a separate Contract for Deposit of Monies or similar contract as long as the terms of such contract do not conflict with the terms of this Agreement. In the event of any conflict between this Agreement and a separate deposit contract, or the Proposal, the provisions of this Agreement shall govern.

3. Deposit. If CITY has no currently existing deposits with BANK, CITY agrees to make an initial deposit ("Program Deposits") with BANK within thirty (30) calendar days of execution of this Agreement. BANK agrees to hold the Program Deposits in one or several of the following account types, based upon the BANK's practices: (1) Insured Cash Sweep (ICS) – 100% FDIC Insurance; or (2) Normal Deposit Account, Demand Deposit Account or Savings/Money Market Account in which balances in excess of FDIC insurance are collateralized as per California Government Code, Section 53652. CITY shall evaluate increasing the amount of the Program Deposits with BANK on an annual basis. At CITY's sole discretion and subject to approval by CITY's Chief Financial Officer, CITY can make additional Program Deposits with BANK at an amount not to exceed twenty percent (20%) of CITY's liquid funds.

4. Bank's Responsibilities. BANK hereby agrees, as a condition of participating in

the Program and of receiving the Program Deposits under this Agreement, to do the following:

a. Interest Requirements. Program Deposits shall earn at least an Annual Interest Rate equal to the posted Local Agency Investment Fund ("LAIF") rate and as described in the Proposal, attached as Exhibit "A" incorporated herein by this reference. This interest rate shall remain in effect during the term of this Agreement and can be changed by BANK after issuing CITY a thirty (30) day notice of termination as specified in Section 14.

b. Security Requirements. BANK shall ensure that the Program Deposits are fully insured by the Federal Deposits Insurance Corporation ("FDIC"), or fully collateralized per California law. Program Deposits in excess of the FDIC limit shall be secured by BANK's current method for public funds, which is collateralization through government securities pledged at least one hundred and ten percent (110%) of the deposits requiring coverage or the use of a Letter of Credit issued by the Federal Home Loan Bank ("FHLB") of San Francisco pledged at least one hundred and five percent (105%) of the deposits requiring coverage (Govt. Code, § 53652).

c. Access to Funds. CITY reserves the right to withdraw/deposit its monies as it sees fit at any time in the exercise of its sole discretion. BANK agrees that CITY will have access to Program Deposits, as needed. BANK shall allow no less than six (6) withdrawals per month that may be initiated by 1:30PST for same day withdrawals.

d. Lending Requirements. By the end of the term of this Agreement, BANK shall have maintained a loan portfolio comprised of business loans to small and medium-sized businesses (as defined by the U.S. Small Business Administration) and commercial property owners for such businesses located in the Program Area equal to one hundred percent (100%) of the Program Deposits. However, BANK is not required to offer business loans to third party

merchant creditors, to any business engaging in activities prohibited by federal, state or local laws, or to any business not otherwise meeting BANK's lending requirements.

e. Underwriting Requirements. BANK agrees to make commercially reasonable efforts to provide priority underwriting responses related to lending opportunities referred by CITY. However, CITY understands that in order to gain loan approval, requests must meet BANK's standard loan underwriting requirements.

f. Promotion Requirements. BANK agrees to participate in joint marketing activities with CITY and other Program Banks to announce and enhance community recognition of the Program. BANK further agrees to promote CITY with respect to the Program on BANK's applicable literature, messaging and public relations activities. BANK agrees to provide reasonable access to its marketing staff and program managers to support CITY's marketing efforts.

g. Reporting Requirements. BANK shall submit to CITY semi-annual reports that: (1) verify that the required amount of funds are being lent to eligible businesses under the Program; (2) identify the dollar amount and number of loans made; (3) identify collectively BANK's investment into Roseville-based non-profit and charity programs; and (4) include any other Program related information required by CITY. BANK shall further collaborate with CITY to ensure the reports are adequate to meet CITY's need to verify compliance with the Program's requirements. However, in no event shall BANK be required to submit to CITY information deemed confidential pursuant to federal, state or local laws. Reports shall be due by January 31st and July 31st, unless otherwise extended by CITY in writing.

h. Referrals. BANK agrees to offer to participate in a full relationship review with new business clients referred by CITY to determine if BANK can provide other

services that may meet the business' other banking needs, such as Treasury Management Services. Special fee waivers or pricing will be offered by BANK when appropriate and is based upon BANK's products and services.

5. City's Responsibilities. CITY hereby agrees, in furtherance of implementation of the Program, to do the following:

a. Referrals. CITY agrees to refer business owners with credit needs that meet the Program demographic requirements to Program Banks equally for their evaluation.

b. Promotion Requirements. CITY agrees to participate in joint marketing activities with BANK and other Program Banks to announce and enhance community recognition of the Program. To that end, CITY will provide resources to facilitate communication between CITY and the Program Banks. CITY further agrees to promote Program Banks as leaders in the Roseville region business community on CITY literature, messaging, and public relations activities.

6. Records. BANK and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than two (2) years after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, BANK and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved.

7. Compliance with Laws. BANK shall perform all services required pursuant to this Agreement in accordance with all federal and state laws, statutes, rules and regulations applicable to deposits and the performance of services under this Agreement, including without limitation, the Local Agency Deposit Security Law.

8. Ability to Perform. BANK agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

9. Assignment. BANK is employed to perform unique personal services. BANK shall not assign this Agreement without the prior written consent of CITY.

10. Not an Agent. BANK shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. Furthermore, BANK shall have no authority, express or implied, pursuant to this Agreement to bind CITY to any obligation whatsoever.

11. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

12. Termination of Agreement. Either party may terminate this Agreement without cause by giving the other party thirty (30) calendar days advance written notice. In the event of termination, CITY may withdraw all funds held on deposit with BANK without penalty or liability.

13. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

14. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

15. Severability. If any of the provisions contained in this Agreement are for any

reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

16. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	BANK
Melissa Anguiano Economic Development Director 311 Vernon Street Roseville, CA 95678	River City Bank Attn: Rosa Cucicea 2480 Natomas Park Drive, Suite 150 Sacramento, CA 95833

Either party may amend its address for notice by giving notice to the other party in writing.

19. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and BANK has caused this Agreement to be executed.

CITY OF ROSEVILLE, a municipal corporation	RIVER CITY BANK, a California corporation
BY:_____	BY: _____
DOMINICK CASEY City Manager	ROSA CUCICEA SVP - Director of Clean Energy & Public Sector Banking Divisions

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

BY: _____
BRIAN KILLEEN
EVP & CFO

BY:_____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
MELISSA ANGUIANO
Economic Development Director

EXHIBIT "A"

Cover Letter

Dear City of Roseville – City Clerk Department:

On behalf of the entire River City Bank ("RCB" and "Bank") team, we would like to express our gratitude for this opportunity to continue our participation in the **Roseville Advantage Financing Program (the "Program"),** in response to the **City of Roseville's ("City") Request for Proposals ("RFP") #10-034**. Our responding bid (this "Proposal") includes the requested information about the Bank and how it intends to evidence its commitment to the Roseville, Sacramento and South Placer region over the 3-5 year effective contract term. The reinstatement of the Roseville Advantage Financing Program is an excellent opportunity to demonstrate why community banks and regional government are excellent partners and community stewards for small and medium-sized businesses.

As background on our institution, River City Bank has been a trusted financial partner in the Sacramento region since our founding in 1973. While still majority-owned by the original founding Kelly family, we have grown to become California's premier commercial bank with **~$5.8 billion in assets as of 12/31/2025**. As a **local, family-owned bank**, RCB also takes pride in its ability to support local communities, organizations, and non-profits with charitable contributions made from the RCB Foundation and that of its sister foundation, the Kelly Foundation. Since the Kelly Foundation's 1998 inception, **$14.6 million in grants and charitable contributions** have been awarded to deserving non-profits, local organizations, and community participants.

Furthermore, River City Bank remains committed to serving local communities and government agencies – our dedication to these efforts was officially memorialized by the establishment of the **Public Sector Banking Division** in January 2025, after having **serviced public sector clients for nearly 40+ years.** The Division offers a full suite of customized banking services tailored to the unique loan, deposit, and banking needs of various public agencies and municipalities. As of 5/1/2026, the Bank's Public Sector Banking Division currently manages over **$2.4 billion in public fund deposits**, demonstrating our experience, familiarity, and capacity to support large-scale public sector operations.

We believe River City Bank is an excellent fit for this Program because of (a) our succesful historic participation in prior Program rounds, (b) our deep Sacramento roots and local lending footprint **($203 million Roseville-based loan portfolio as of May 2026)**, and (c) our proven dedication, involvement with, and understanding of the public sector banking needs. Our headquarters, and the domicile of the Public Sector Banking Division, are located at **2480 Natomas Park Drive, Suite 150, Sacramento, CA 95833.** The Bank also maintains 8 active branches with in-person banking services across the Sacramento region.

At River City Bank, we strongly believe in giving back to the communities we serve, which is why we are delighted to present this Proposal for the District's consideration. **If selected, RCB confirms that it shall perform all services and adhere to the requirements described in the RFP, and RCB's Proposal shall remain firm for up to 90 days from the 5/14/2026 submission date.** The Bank pledges to provide the City, and its business community, with an elevated level of service, as maintained historically and offered presently. River City Bank takes a concierge approach to taking care of clients and provides high-touch service with dedicated relationship management teams.

Please don't hesitate to reach out to Olivia Gray at the contact information below, should you have any additional questions or follow-ups to our Proposal.

Sincerely,

Stephen Fleming
President & CEO
(916) 549-4595
sfleming@rivercitybank.com

Olivia Gray
VP, Portfolio Manager
(925) 285-1119
olivia.gray@rivercitybank.com

Tab A: Bank Qualifications

Bank Background & Employees

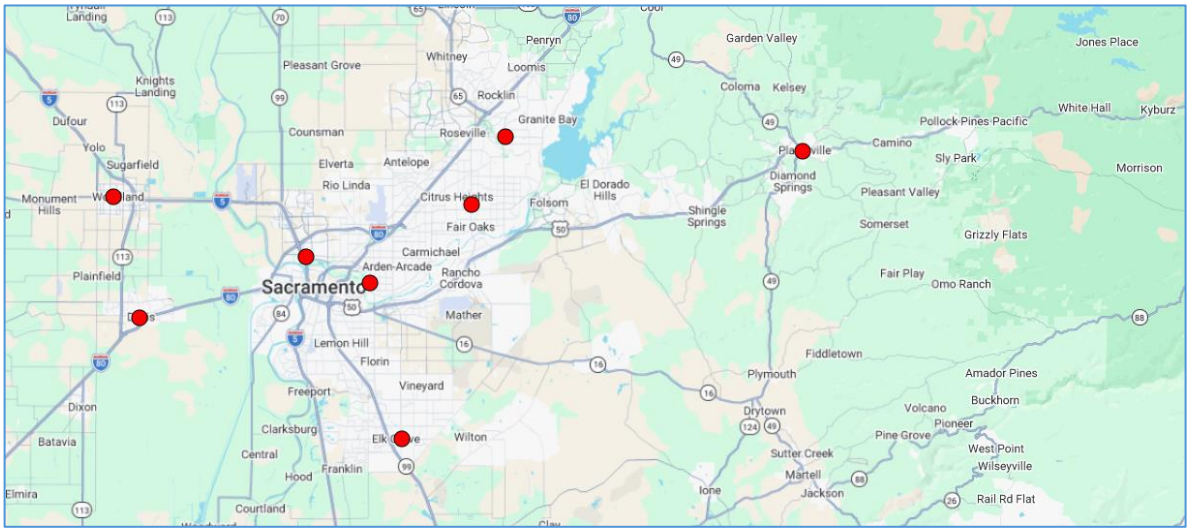
River City Bank is the largest independent, locally owned, and managed back in the Sacramento region. Our headquarters are located at 2480 Natomas Park Drive, Suite 150, Sacramento, CA 95833.

As of May 2026, RCB's staff was comprised of 160 full-time employees, with 130 working locally and the remainder working remotely across the US. RCB's employee base has grown from the 123 total full-time employees reported as of 12/31/2021.

Branch Locations

River City Bank maintains 8 active branches with in-person, local banking services available. All branches are mapped out for the District's convenience, with the specific address and access hours provided below.

The Granite Bay branch is the closest RCB branch to the City's operating location.



Citrus Heights
5650 Sunrise Blvd.
Citrus Heights, CA 95610
(916) 863-2265

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Davis
239 E St.
Davis, CA 95616
(530) 753-1131

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.
Closed between 1:00 p.m. – 2:00 p.m. daily

Elk Grove
8923 Elk Grove Blvd.
Elk Grove, CA 95624
(916) 503-7200

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Granite Bay
4033 Cavitt Stallman Rd., Suite 200
Granite Bay, CA 95746
(916) 780-6515

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Placerville
348 Main St.
Placerville, CA 95667
(530) 626-0700

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Closed between 1:00 p.m. – 2:00 p.m. daily

Sacramento
900 Howe Ave.
Sacramento, CA 95825
(916) 567-2800

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Sacramento (Corporate)
2480 Natomas Park Dr., Suite 100
Sacramento, CA 95833
(916) 567-2669

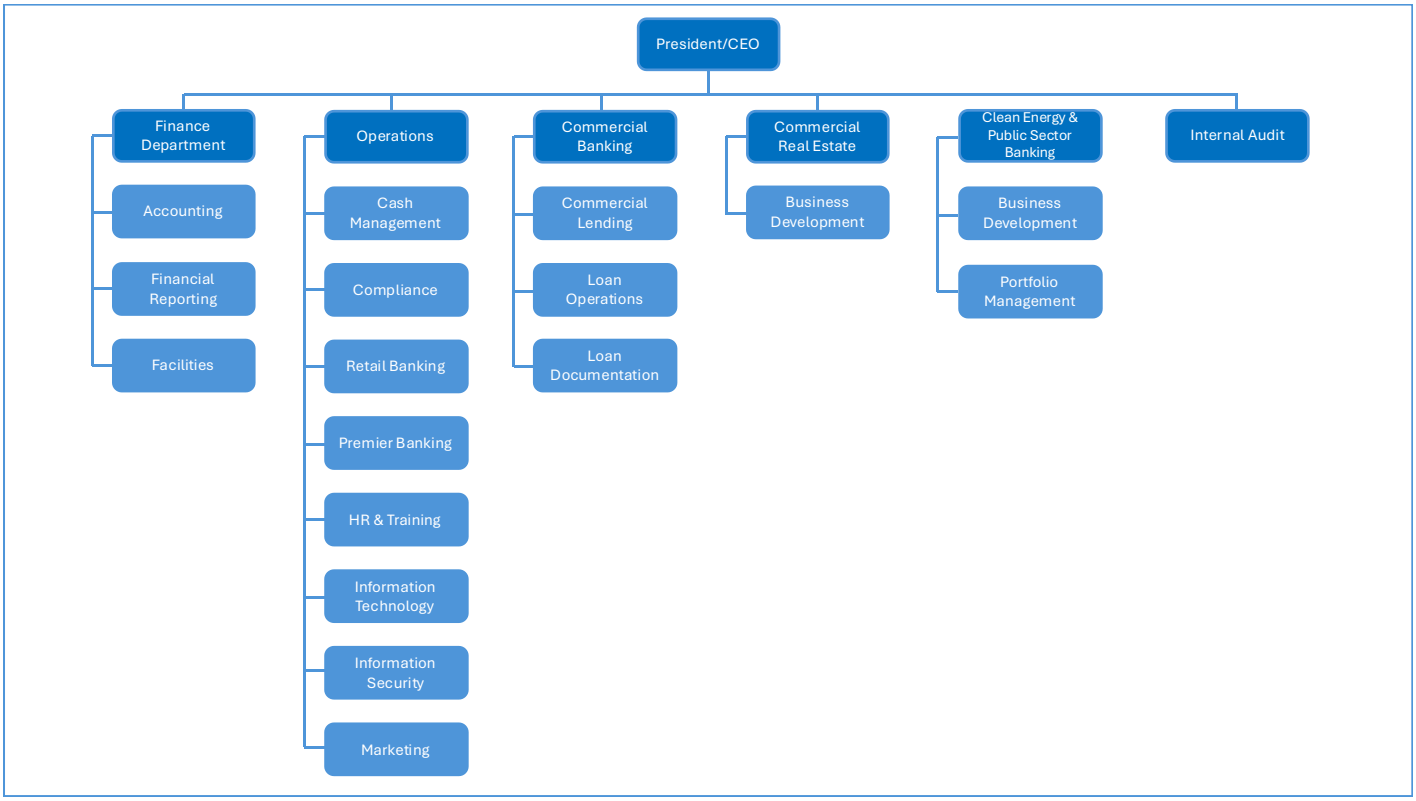
Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.
No weekend access.

Woodland
199 Main St.
Woodland, CA 95695
(530) 666-6681

Hours:
Monday-Friday:
10:00 a.m. – 4:00 p.m.

Management & Organizational Chart

Governance and oversights are offered through RCB's 10-member board, while RCB's leadership and executive team manages the bank's day-to-day functions. Provided below is an overview of the Bank's organizational structure, followed by a list of RCB's current executive team with contact information.





Steve Fleming
President & CEO
(916) 567-2649
sfleming@rivercitybank.com



Patricia Lewis
EVP-Chief Operating Officer
(916) 567-2734
pat.lewis@rivercitybank.com



Brian Killeen
EVP-Chief Financial Officer
(916) 567-2702
brian.killeen@rivercitybank.com



Rosa Cucicea
SVP- Director of Clean Energy and Public Sector Banking
(925) 323-6022
rosa.cucicea@rivercitybank.com



Dan Franklin
EVP-Director of Commercial Real Estate
(925) 398-2761
dan.franklin@rivercitybank.com



Ken Imwinkelried
SVP-Chief Credit Officer
(916) 567-2647
ken.imwinkelried@rivercitybank.com



Tony Eyer
SVP-Director of Information Technology
(916) 567-2682
tony.eyer@rivercitybank.com



Jeremy Spencer
SVP- Director of Internal Audit
(916) 567-2644
jeremy.spencer@rivercitybank.com

Financial Condition

Your money is safe at River City Bank due to our proven conservative financial management over the past 52 years. Since our founding in 1973, River City Bank has maintained a rigorous policy of conservative risk management. This is reflected in the numbers, as well as in the accolades we have earned from numerous respected independent ratings agencies, and it all contributes to the confidence that the District will experience when banking with us. The strength of a bank's balance sheet is typically based on three factors: its loan quality, capital levels, and liquidity position:

- **Loan Quality.** The Bank's philosophy is to seek out clients which are well-managed and have sustained proven success. These clients tend to be responsible with their financial obligations. The Bank's $4.6 billion loan portfolio, had a delinquency percentage of 0.02% as of December 31, 2025.

- **Capital Strength.** As of December 31, 2025, Bank boasts a Tier 1 Capital Leverage ratio of 9.4% and a Total Risk Based Capital ratio of 14.0%. Additionally, as of December 31, 2025, RCB's Non-performing Assets/(Total Loans+ Other Real Estate Owned) Ratio was 0.00%. These figures culminate in RCB's risk-based capital classification as being "Well Capitalized" per FDIC capitalization requirements, and are significantly stronger than the regulatory minimum capital ratio requirements.

- **Healthy Liquidity.** With assets of over $5.8 billion and a net loan-to-deposit ratio of 87% as of December 31, 2025, River City Bank has a liquid balance sheet; this means that the District can rest assured that River City Bank is able to meet all its deposit withdrawal needs in a timely fashion. In addition to our balance sheet liquidity, River City Bank has immediate access to funding sources from other financial institutions and government agencies.

- **Third Party Validation.** Top independent bank rating services have awarded River City Bank with consistently high ratings.
  - *Bauer Financial* has rated River City Bank as "Superior."
  - *Veribanc* awarded us their "Green Three Out Of Three" highest rating
  - *Findley Reports* has given River City Bank their highest rating: "Super Premier"

- RCB was also ranked #6 on *Bank Director's* 2025 list of "The Best U.S Banks" (out of 4,000 banks operating nationally); a copy of the report can be found here: Bank Director's 2025 Report of "The Best U.S. Banks"

For our public funds clients, such as the City, it is also important to note that all funds will be collateralized or fully FDIC insured in accordance with CA Government Code requirements.

River City Bank's reported capital and asset positions for the last three fiscal years are provided in the table below:

Metrics	FYE 12/31/2023	FYE 12/31/2024	FYE 12/13 2025
Tier 1 Capital Position	$417,730,000	$484,740,000	$548,491,000
Total Assets	$4,932,029,000	$5,143,528,000	$5,801,890,000
Tier 1 Capital Leverage Ratio	8.2%	9.1%	9.4%
Total Risk Based Capital Ratio	13.2%	13.5%	14.0%

RCB remains in an extremely healthy financial condition and recently reported another strong year of net profits in FY'25. A copy of RCB's FY'25 financials can be found at the following link: River City Bank – 2025 Annual Report.

Public Sector Banking Qualifications & Experience

RCB's dedicated Public Sector Banking Division has extensive experience with providing a range of deposit, cash management, and financing services (e.g., municipal debt arrangements, project financing, lending opportunities) to a variety of public entities and agencies, such as counties, cities, towns, municipalities, joint powers authorities, local water districts and utility companies, local public programs, and sovereign tribal entities.

River City Bank is a qualified depository of public funds in the State of California and maintains the ability to collateralize public fund deposits in accordance with the State's public fund deposit requirements. As of 12/31/2025, RCB held $2.4 billion in public funds deposits amongst 49 public sector clients, of which ~$1.064 billion was Bank-collateralized in accordance with the State of California's public fund deposit security requirements and the remainder was fully insured via 100% FDIC-insured deposit account products.

Overall, RCB is extremely familiar with the nuanced account opening process, general account structuring limitations, and collateralization requirements necessary to bank with public entities and accept public fund deposits, associated with its 40+ years of public sector banking experience.

Community Involvement

River City Bank is devoted to the communities where our clients and employees live and work. Beyond our daily dedication to providing concierge services to clients, we also have a vested interest in the economic health of our local communities. We continually offer financial knowledge and training to community leaders, and our support of local non-profit organizations is an essential value within our corporate culture. The bank is also committed to responsibly support housing for low-to-moderate income families.

- **Kelly Foundation and Philanthropic Giving:** River City Bank founder Jon S. Kelly established the Kelly Foundation in 1998 to provide funding to deserving regional and community organizations, with an emphasis on non-profits that benefit children, health & human services, homelessness, food insecurity, and conservation. Several executives and board members at River City Bank serve on the Kelly Foundation Board, including the Chief Executive Officer (Steve Fleming) and Chairman of the Bank (Shawn Devlin).

  The Kelly Foundation is an expression of the importance the Kelly family places on being a good neighbor and citizen in the greater Sacramento region. Every year, the Kelly Foundation awards a major gift of $100,000. Coupled with the River City Bank Foundation (which merged with the Kelly Foundation in 2009), over $350,000 is donated annually to local, community-based non-profit organizations – this makes the Kelly Foundation one of the largest charitable organizations in the Sacramento region.

  - From January to April 2026, the RCB Foundation donated a total of $187,882, with $109,550 of that amount donated to non-profits (including $93,332 donated to the Kelly Foundation).
  - In 2025, the RCB Foundation donated a total $338,150, including $173,000 to the Kelly Foundation.
  - From inception and through February 2026, the Kelly Foundation has awarded $14.6 million in grants and charitable contributions. Of that amount, $12.5 million went to local, community-based organizations and non-profits in Sacramento and Placer County.
  - 85% of the RCB and Kelly Foundations grants and contributions are issued to organizations in Sacramento and Placer County. The remaining 15% is made to organizations in the Bay Area or North Bay.

- **Grants Awarded to Diverse Organizations:** Educational institutions, hospitals, cultural institutions, health and human services, and children-focused organizations benefit from our ongoing support. Recent recipients of the Kelly and RCB Foundations' charitable giving include The American Red Cross, Saint John's Program for Real Change, and Meristem.

  Local, Placer County non-profits have also been supported in recent years, including the Roseville Chamber of Commerce, Roseville Community Development Corporation - Advantage Roseville, Kids First, Placer County SPCA, Placer Care Coalition, and The Lazarus Project.

- **Employee Service and Local Leadership:** Nearly 5,000 volunteer hours to over 30 organizations in the region between 2015–2024. Some organizations that RCB staff have volunteered at include the following:

  - Roseville Chamber of Commerce
  - KidsFirst
  - NorCal Services for the Deaf
  - Mutual Housing California
  - Crocker Art Museum
  - Easter Seals
  - Sacramento Region Community Found.
  - KVIE
  - Special Olympics
  - Make-A-Wish
  - Soil Born Farms Urban Agriculture Project
  - Kelly Foundation

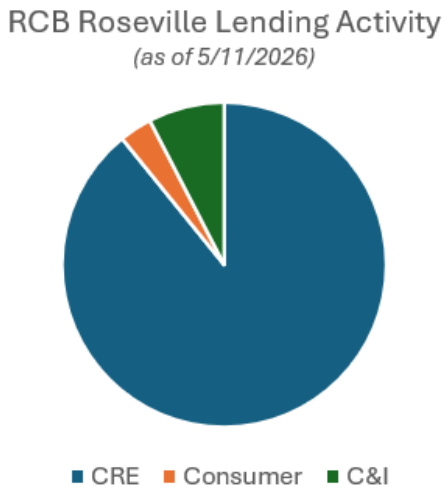
Bank officers serve on a number of boards and in leadership and advisory capacities for community development organizations which serve the greater Sacramento area, including the Kelly Foundation, California Capital Financial Development Corporation, WarmLine Family Resource Center, Sierra Forever Families, and the Sacramento Regional Community Foundation.

Tab B: Experience and References

This section contains more information on RCB's local involvement, including its local lending experience and history participating in comparable programs.

Lending in Roseville Jurisdiction & Historic Program Participation

As a Sacramento-based financial institution, River City Bank takes pride in operating in and lending to its surrounding communities. The Bank currently maintains **$203 million in total loan commitments to borrowers in the City of Roseville's jurisdiction.** The portfolio consists of a mix of commercial real estate ($181 million), commercial and industrial ($15 million), and consumer ($7 million) loans.



For reference, River City Bank reported $35 million in total loans outstanding in the City of Roseville area in its 2019 RFP response, which indicates **nearly 6x growth in RCB's Roseville-based lending portfolio over the last 7 years**. River City Bank's commitment to Roseville's economic development and this relationship are highlighted by the current composition and continued expansion of RCB's Roseville loan portfolio.

Comparable Program Experience

River City Bank was a proud participant in the first iteration of the Program back in 2019. Since then, our direct participation in similar programs has been limited and modest; however, our continuous and growing lending activity in Roseville and the Sacramento region examples both RCB's ability and desire to support qualified borrowers in our surrounding communities.

River City Bank's direct experience with comparable programs has been achieved through historic lending opportunities with the City of Sacramento and Sacramento Municipal Utility District ("SMUD") via the Responsible Investments for a Stronger Economy ("RISE") program, and the City of Elk Grove's Economic Development Department. More details on these facilities and programs are provided below, and RCB confirms

it satisfactorily met all lending, participation, and relationship requirements set forth in the guidelines for each respective program.

City of Elk Grove

RCB originated a loan to the City of Elk Grove's Economic Development Department in October 2023 to support Elk Grove's local lending activities and community development efforts. The loan was repaid in January 2025, but Elk Grove still maintains an active banking and deposit relationship with RCB. Information on RCB's current Elk Grove contact is provided below.

Rajneil Prasad
Finance Director
8401 Laguna Palms Way
Elk Grove CA 95758-8045
916-478-2219
rprasad@elkgrove.gov

Responsible Investments for a Stronger Economy (RISE)

RCB was a founding member of the legacy Responsible Investments for a Stronger Economy (RISE) program. The RISE program, albeit no longer in effect, was very similar to the services requested by the City in this RFP. RISE program funds were deposited in partner Sacramento region banks and those funds were earmarked for local lending activities.

Since the RISE program is no longer in effect, contact information for the prior RISE representatives at SMUD and City of Sacramento is not provided; however, RCB still maintains active banking relationships with each entity and can provide general contact information upon request.

Additional References

Due to its modest participation in community loan programs in recent years, River City Bank would like to provide additional references to evidence its active and extensive history working with local governments, public agencies, and municipalities. While these banking relationships and loans were not originated to facilitate RCB's involvement in local financing programs, these public sector loans have still indirectly benefited the surrounding communities through the support and expansion of public services, facilities, works, projects, utilities, and agencies. High-level information on these spotlighted RCB public fund relationships is provided below.

Tab C: Qualifications of Team

Relationship Management

The City's banking services, relationship, and day-to-day service requests will be managed by Olivia Gray (VP, Portfolio Manager)and the Bank's local Cash Management team, with oversight from Rosa Cucicea (SVP, Director of the Clean Energy & Public Sector Banking Divisions).Credit inquiries from City referrals will be handled by Olivia Gray, Ken Imwinkelried (SVP, Chief Credit Officer)and Steve Fleming (President & CEO) Your relationship manager will provide **highly-responsive service and support**, and can be reached during **standard business hours and business days (and outside of business hours or on weekends should a time-sensitive or urgent banking emergency arise).** The same high touch service will be employed with any prospective borrowers the City connects us with.

The City may also contact RCB's Cash Management and Customer Support teams in Sacramento at **(916) 567-2899** or **(800) 564-7144**. These representatives are available **Monday through Friday from 8:00 a.m. to 6:00p.m. and Saturday from 9:00 a.m. to 1:00 p.m.**

Organizational Diagram

As the support and execution of this program will be a Bank-wide initiative and extend across all levels of the Bank, a specific team organizational diagram is not provided. As noted above, Olivia Gray will be the primary point of contact for day-to-day requests and will coordinate efforts and resources with the appropriate department and/or management team(s),to ensure that both the City and all business applicants are provided with the best possible customer service.

Instead, please refer to the organizational chart provided in Tab A for a general overview of the Bank's structure.

Tab D: Program Understanding

River City Bank is honored to continue to participate in the Roseville Advantage Financing Program. As demonstrated in other questions of this proposal, the Bank understands the goals of the Program and has the relevant experience with similar programs. The Bank does not foresee any challenges in achieving the City's stated goals. RCB's experience in lending to borrowers in the City of Roseville and working with the City on the initial Program over 2019-2024 will provide it with the requisite experience and knowledge to execute the second Program round successfully.

Under this Program, the Bank will:

- **Lending Requirements:** Make commercially reasonable efforts to offer priority evaluation and underwriting responses related to lending opportunities referred to Bank by City, with loan decisions and approvals following the Bank's standard loan underwriting requirements.

- **Deposit and Security Requirements:** Ensure all City deposits are held in accounts and products that comply with the State of California's public fund deposit requirements and are properly secured or collateralized via 100% FDIC-insured products or are otherwise 105%-110% bank-collateralized through acceptable means. Additionally, Bank shall adjust the interest rate on the applicable Program deposits held by City at Bank to match the agreed-upon yield (see Tab F for Bank's Funds Deposit Proposal).

- **Banking Services & Referrals:** Conduct a full relationship review of any prospective business clients referred to Bank by the City to provide any other banking services or needs, such as Treasury Management.

Bank will consider special fee waivers or pricing when appropriate and based on Bank's products, services, and current applicable fee schedule(s).

- **Marketing & Promotion:** Participate in joint marketing activities with the City to announce and enhance community recognition of the Program and the Bank's involvement, which may include promoting the City with respect to the Program on the Bank's applicable literature, messaging, and public relations activities and platforms (e.g., social media profiles, website, etc.). Bank also agrees to connect its marketing staff and relevant program managers with the City's to promote joint Program marketing efforts and campaigns.

- **Reporting Requirements:** Meet all reporting requirements, including semi-annual reports verifying the required amount of loans made in the City's jurisdiction, and the Bank's investment in Roseville-based non-profit and charity programs, along with other Program related information required by City to verify Bank's compliance with and participation in the Program.

Under this Program, the City will:

- Deposit funds with the Bank in amounts that are mutually agreed upon, to be held in eligible accounts or products.
- Refer business owners or potential borrowers that meet the Program's demographic requirements to the Bank.
- Perform joint marketing activities with the Bank, including promotion of the Bank for lending and banking services in the Roseville and Greater Sacramento Area business community and public relations activities related to the Program (e.g., social media, newsletters, etc.)

Tab E: Program Plan

The Bank expects that the City will take an active role in the implementation and support of this Program. The majority of the Program will be public awareness and marketing related, which are areas the City has considerable expertise in. The Bank will provide reasonable access to its marketing staff to support the City in this effort.

- **Lending:** Successful implementation of the Program's lending aspect will rely on the City notifying the Bank about potential lending opportunities and the Bank conducting its standard underwriting process. The Bank's standard due diligence and underwriting process typically takes ±90 days. Each of the Bank employees listed in Tab C will play an active role in the Bank's participation in the Program.

- **Deposits:** The City currently maintains a deposit relationship with the Bank from the first iteration of the Program (detailed in Tab F). The City shall confirm if it intends to rely on the existing account or open a new account for the prospective second round of the Program.

  Either way, the Bank will work with the City to ensure the requisite account(s) are opened and/or the existing account information is updated to reflect the current account signers and managers. All deposit account implementation, updates, and coordination may be conducted virtually via phone, e-mail, and/or Teams/Zoom video conferences.

Tab F: Funds Deposit Proposal

The Bank is proposing **no change to the structure of the City's existing deposit relationship with the Bank,** which is summarized below. However, the Bank is open to discussions about restructuring the deposit accounts, if the City requires or is interested in exploring alternative products.

- **Deposit Products:** The City's existing deposits with the Bank were sourced through the 2019-2024 Program offering and sum ~$3.6 million as of May 2026. All funds are currently held in an Insured Cash Sweep ("ICS") account that is linked to a Public Fund Money Market Plus Account ("PF MMA Plus").

    - All the City's funds are 100% FDIC-insured through the IntraFi ICS network, and ICS is a permitted investment for public fund agencies (including the City) pursuant to Section 53635.8 of the California Government Code.

    - All funds in the PF MMA Account (as/if applicable) would be 105%-110% collateralized by Bank in accordance with California's public fund deposit collateralization requirements.

- **Deposit Account Rates:** All funds in the ICS and PF MMA Plus currently earn a rate that tracks to the monthly average Local Agency Investment Fund ("LAIF") yield + 0.00%, based on the most recently available PMIA Average Monthly Effective Yield published by the State of California Office of the State Treasurer and is adjusted monthly.

    - The LAIF rate (and the applicable all-in ICS rate) as of 5/13/2026 is 3.81%, as quoted in the Public Fund ICS Account Rate Disclosure included in the Appendix.

    - This rate structure will remain in force while the Program is active. Bank shall provide a minimum 30 days' notice to the City if the rate structure shall change or if Bank seeks to rescind its Program participation.

- **Reimbursable Expenses:** The City shall reimburse Bank for any third-party costs or fees related to the Program set-up, implementation, and execution (**none** currently expected at this time).

  The City shall also pay to Bank all costs associated with the deposit account maintenance, cash management products, and banking services (**none** currently expected, based on the existing deposit relationship balances and negligible cash management service utilization).

Tab G: Required Statements & Documents

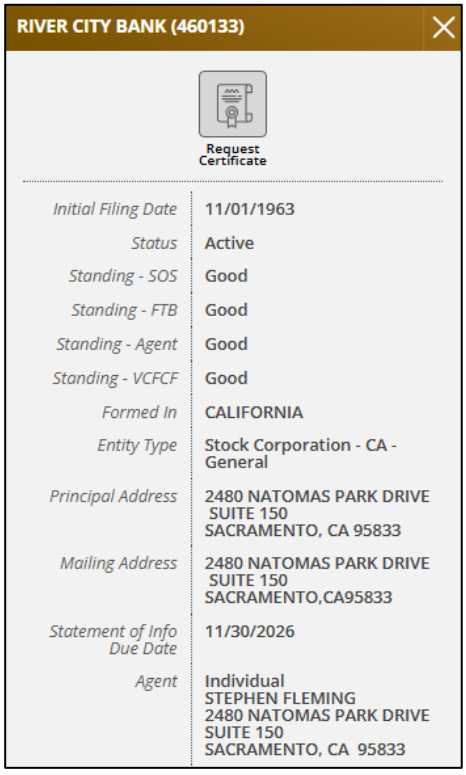
- **Dedicated Program Team / Non-Substitution of Designated Members:** While it is not feasible to seek prior approval for changes to the Program manager or staff in all cases, the Bank will notify the City within a reasonable timeframe if a material staffing change has or will occur that would impact the City's accounts with Bank, or the Bank's Program management or support. The Bank will ensure that the City receives the requisite details of the replacement manager or staff member, and the City shall provide written approval or acknowledgement of the replacement, as/if necessary.

- **Absence of Conflict of Interest:** The Bank does not have any actual, apparent, direct, indirect, or potential conflicts of interest with respect to the Bank, the Bank's executives, or the Bank's employees in relation to the services contemplated within the City's RFP or this Proposal.

- **Proprietary Information:** The Bank certifies that none of the information contained within this RFP response is proprietary.

- **Required Documents:** All required documents and forms (proof of registration with the California Secretary of State, and **executed copies of the Proposer's Certification and Non-Collusion Declaration) are included in the Appendix.**

  Additionally, RCB's "Active" entity status may be validated in the below screenshot, taken from the California Secretary of State Business Search webpage.



RIVER CITY BANK (460133)

Request Certificate

Initial Filing Date	11/01/1963
Status	Active
Standing - SOS	Good
Standing - FTB	Good
Standing - Agent	Good
Standing - VCFCF	Good
Formed In	CALIFORNIA
Entity Type	Stock Corporation - CA - General
Principal Address	2480 NATOMAS PARK DRIVE SUITE 150 SACRAMENTO, CA 95833
Mailing Address	2480 NATOMAS PARK DRIVE SUITE 150 SACRAMENTO,CA95833
Statement of Info Due Date	11/30/2026
Agent	Individual STEPHEN FLEMING 2480 NATOMAS PARK DRIVE SUITE 150 SACRAMENTO, CA 95833

Tab H: Exceptions

River City Bank does not have specific exceptions to any aspect of the Roseville Advantage Financing Program, as described in the RFP.

However, the RCB team would like to emphasize that we intend to **abide by the credit and collateral standards deemed fit to ensure safety and soundness of our institution with respect to loans made under the program**, which includes (but is not limited to) adherence to the approved underwriting, credit decision, and new account opening processes and comprehensive financial evaluation of each applying business entity.

To affirm the proposed and intended Program requirements, **Bank is not required to offer business loans to third-party merchant creditors, to any businesses engaging in activities prohibited by federal, state or local laws, or to any business not otherwise meeting Bank's lending requirements.**

The City will **not** have undue impact or influence on the credit decisions made by RCB, nor shall RCB's participation in the Program require it to approve and originate loans to all applicants without consideration of each's credit quality or entity type.

Tab I: Competency of Proposers

River City Bank confirms it maintains the necessary facilities, ability, experience, and financial resources to successfully participate in and execute the Program.

There are no pending or threatened bankruptcies, judgments, lawsuits, arbitrations, mediations, or similar actions filed or resolved against or involving River City Bank, presently or within the last seven years.

Appendix

The Appendix is included hereafter, and consists of the following documents:

1) Attachment 1 - Proposer's Certification
2) Attachment 2 - Non-Collusion Declaration
3) Proof of CA SOS Registration & Status
4) Rate Disclosure - Public Fund ICS Account

Rate Disclosure - Public Fund ICS Account

River City Bank

Demand and Savings - ICS For Public Sector

Product Information

Accurate as of: 05/08/2026

Tier	Interest Rate
All Dollar Amounts	3.81%

Basic Terms and Conditions	
Minimum Deposit to Open Account	**$10,000.00** (Product ideal for relationship balances over $250,000)
Maintenance Fee	**$0** per statement cycle
Minimum Balance to Obtain the Disclosed Annual Percentage Yield	**$0.01** minimum daily balance

Your interest rate may change. The disclosed interest rate is intended to change monthly based on the LAIF PMIA Average Monthly Effective Yields Index, which can be found at the following link. PMIA Average Monthly Effective Yields. The Bank retains the right to change the interest rate on your account at our discretion at any time,

Placement of funds through the ICS or CDARS service is subject to the terms, conditions, and disclosures in the agreements for the service, including the Deposit Placement Agreement (DPA). Limits apply and customer eligibility criteria may apply. In the ICS savings option, program withdrawals are limited to six per month. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount (SMDIA), a depositor's balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before ICS or CDARS settlement for a deposit or after ICS or CDARS settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any arrangements it finds necessary to have such balances adequately protected in a manner consistent with applicable law.

Member FDIC
(916) 567-2899 or 1(800) 564-7144
www.RiverCityBank.com

PF_ICS.01.5.7.2026

RESOLUTION NO. 26-294

APPROVING A BANKING SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND RIVER VALLEY COMMUNITY BANK, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Banking Services Agreement for the Roseville Advantage Financing Program, by and between the City of Roseville and River Valley Community Bank, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute three (3) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

BANKING SERVICES AGREEMENT

Roseville Advantage Financing Program

THIS AGREEMENT is made and entered into this 7th day of July, 2026 ("effective date") by and between the City of Roseville, a municipal corporation ("CITY"), and River Valley Community Bank, a California corporation ("BANK").

W I T N E S S E T H:

WHEREAS, as a business friendly city, CITY designed the Roseville Advantage Financing Program ("Program") in order to attract and retain local businesses to enhance economic development in CITY; and

WHEREAS, the Program partners CITY with local banks to help support small and medium-sized businesses, as well as commercial property owners providing locations for such businesses, located in the Roseville ("Program Area"); and

WHEREAS, the Program requires, among other things, that participating banks prioritize lending and underwriting to small and medium-sized businesses, as well as to certain commercial property owners, located in the Program Area; and

WHEREAS, in May of 2026, CITY issued a Request for Proposals, incorporated herein but this reference, to banks to provide banking services consistent with the Program; and

WHEREAS, on May 14, 2026, BANK submitted a proposal to partner with CITY in the Program; and

WHEREAS, CITY desires to enter into a contract with each selected Program Bank separately detailing the terms and conditions of participation in the Program.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement will commence on the effective date and expire on June 30, 2029. CITY in its sole discretion may elect to extend the Agreement in one (1) year increments for up to an additional three (3) years by giving BANK thirty (30) calendar days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement approved by the City Manager.

2. Services. BANK shall provide to CITY the banking services described in this Agreement. As a condition to providing the banking services, BANK may require CITY to enter into a separate Contract for Deposit of Monies or similar contract as long as the terms of such contract do not conflict with the terms of this Agreement. In the event of any conflict between this Agreement and a separate deposit contract, or the Proposal, the provisions of this Agreement shall govern.

3. Deposit. If CITY has no currently existing deposits with BANK, CITY agrees to make an initial deposit ("Program Deposits") with BANK within thirty (30) calendar days of execution of this Agreement. BANK agrees to hold the Program Deposits in one or several of the following account types, based upon the BANK's practices: (1) Insured Cash Sweep (ICS) – 100% FDIC Insurance; or (2) Normal Deposit Account, Demand Deposit Account or Savings/Money Market Account in which balances in excess of FDIC insurance are collateralized as per California Government Code, Section 53652. CITY shall evaluate increasing the amount of the Program Deposits with BANK on an annual basis. At CITY's sole discretion and subject to approval by CITY's Chief Financial Officer, CITY can make additional Program Deposits with BANK at an amount not to exceed twenty percent (20%) of CITY's liquid funds.

4. Bank's Responsibilities. BANK hereby agrees, as a condition of participating in

the Program and of receiving the Program Deposits under this Agreement, to do the following:

a. Interest Requirements. Program Deposits shall earn at least an Annual Interest Rate equal to the posted Local Agency Investment Fund ("LAIF") rate and as described in the Proposal, attached as Exhibit "A" incorporated herein by this reference. This interest rate shall remain in effect during the term of this Agreement and can be changed by BANK after issuing CITY a thirty (30) day notice of termination as specified in Section 14.

b. Security Requirements. BANK shall ensure that the Program Deposits are fully insured by the Federal Deposits Insurance Corporation ("FDIC"), or fully collateralized per California law. Program Deposits in excess of the FDIC limit shall be secured by BANK's current method for public funds, which is collateralization through government securities pledged at least one hundred and ten percent (110%) of the deposits requiring coverage or the use of a Letter of Credit issued by the Federal Home Loan Bank ("FHLB") of San Francisco pledged at least one hundred and five percent (105%) of the deposits requiring coverage (Govt. Code, § 53652).

c. Access to Funds. CITY reserves the right to withdraw/deposit its monies as it sees fit at any time in the exercise of its sole discretion. BANK agrees that CITY will have access to Program Deposits, as needed. BANK shall allow no less than six (6) withdrawals per month that may be initiated by 1:30PST for same day withdrawals.

d. Lending Requirements. By the end of the term of this Agreement, BANK shall have maintained a loan portfolio comprised of business loans to small and medium-sized businesses (as defined by the U.S. Small Business Administration) and commercial property owners for such businesses located in the Program Area equal to one hundred percent (100%) of the Program Deposits. However, BANK is not required to offer business loans to third party

merchant creditors, to any business engaging in activities prohibited by federal, state or local laws, or to any business not otherwise meeting BANK's lending requirements.

e. Underwriting Requirements. BANK agrees to make commercially reasonable efforts to provide priority underwriting responses related to lending opportunities referred by CITY. However, CITY understands that in order to gain loan approval, requests must meet BANK's standard loan underwriting requirements.

f. Promotion Requirements. BANK agrees to participate in joint marketing activities with CITY and other Program Banks to announce and enhance community recognition of the Program. BANK further agrees to promote CITY with respect to the Program on BANK's applicable literature, messaging and public relations activities. BANK agrees to provide reasonable access to its marketing staff and program managers to support CITY's marketing efforts.

g. Reporting Requirements. BANK shall submit to CITY semi-annual reports that: (1) verify that the required amount of funds are being lent to eligible businesses under the Program; (2) identify the dollar amount and number of loans made; (3) identify collectively BANK's investment into Roseville-based non-profit and charity programs; and (4) include any other Program related information required by CITY. BANK shall further collaborate with CITY to ensure the reports are adequate to meet CITY's need to verify compliance with the Program's requirements. However, in no event shall BANK be required to submit to CITY information deemed confidential pursuant to federal, state or local laws. Reports shall be due by January 31st and July 31st, unless otherwise extended by CITY in writing.

h. Referrals. BANK agrees to offer to participate in a full relationship review with new business clients referred by CITY to determine if BANK can provide other

services that may meet the business' other banking needs, such as Treasury Management Services. Special fee waivers or pricing will be offered by BANK when appropriate and is based upon BANK's products and services.

5. City's Responsibilities. CITY hereby agrees, in furtherance of implementation of the Program, to do the following:

a. Referrals. CITY agrees to refer business owners with credit needs that meet the Program demographic requirements to Program Banks equally for their evaluation.

b. Promotion Requirements. CITY agrees to participate in joint marketing activities with BANK and other Program Banks to announce and enhance community recognition of the Program. To that end, CITY will provide resources to facilitate communication between CITY and the Program Banks. CITY further agrees to promote Program Banks as leaders in the Roseville region business community on CITY literature, messaging, and public relations activities.

6. Records. BANK and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than two (2) years after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, BANK and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved.

7. Compliance with Laws. BANK shall perform all services required pursuant to this Agreement in accordance with all federal and state laws, statutes, rules and regulations applicable to deposits and the performance of services under this Agreement, including without limitation, the Local Agency Deposit Security Law.

8. Ability to Perform. BANK agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

9. Assignment. BANK is employed to perform unique personal services. BANK shall not assign this Agreement without the prior written consent of CITY.

10. Not an Agent. BANK shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. Furthermore, BANK shall have no authority, express or implied, pursuant to this Agreement to bind CITY to any obligation whatsoever.

11. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

12. Termination of Agreement. Either party may terminate this Agreement without cause by giving the other party thirty (30) calendar days advance written notice. In the event of termination, CITY may withdraw all funds held on deposit with BANK without penalty or liability.

13. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

14. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

15. Severability. If any of the provisions contained in this Agreement are for any

reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

16. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	BANK
Melissa Anguiano Economic Development Director 311 Vernon Street Roseville, CA 95678	River Valley Community Bank Attn: Rob Gutowsky 1629 Colusa Highway Yuba City, CA 95993

Either party may amend its address for notice by giving notice to the other party in writing.

19. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and BANK has caused this Agreement to be executed.

CITY OF ROSEVILLE, a municipal corporation

BY:_____
DOMINICK CASEY
City Manager

RIVER VALLEY COMMUNITY BANK, a California corporation

BY: Kevin Reynolds
its: Chief Financial Officer

and

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

BY: Paula Carvalho
its: VP / Controller

BY:_____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
MELISSA ANGUIANO
Economic Development Director

EXHIBIT "A"

RIVER VALLEY
COMMUNITY BANK

River Valley Community Bank
1629 Colusa Highway
Yuba City, CA 95993

May 7, 2026
City of Roseville
Attn: City Clerk Department
311 Vernon Street
Roseville, CA 95678

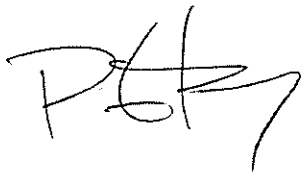
Re: Roseville Advantage Financing Program-RFP # 10-034

River Valley Community Bank is pleased to submit its response to the City of Roseville's Request for Proposals for the Roseville Advantage Financing Program.

River Valley Community Bank confirms that it will perform the services and adhere to all requirements as described in the City of Roseville's Request for Proposals for the Roseville Advantage Financing Program.

Please feel free to contact me directly at 916-250-1185 or Rob@rvcb.com with any questions or for additional information. We appreciate the opportunity to participate in this process and look forward to working with the City of Roseville.

Sincerely,



Rob Gutowsky

SVP|Senior Relationship Manager

River Valley Community Bank

2901 Douglas Blvd., Ste. 140 Roseville, CA 95661

RIVER VALLEY
COMMUNITY BANK
Local banking, done right.

5.3 TAB A: Bank's Qualifications

Headquartered in Yuba City, California, River Valley Community Bancorp (OTC Markets: RVCB) with its wholly owned subsidiary, River Valley Community Bank (collectively referred to as the "Bank") has been dedicated to serving the local community since its establishment in June of 2006. With full-service branches in Yuba City, Marysville, Grass Valley, Auburn, Roseville and a Reno Loan Production Office, we are firmly committed to providing high-quality, personalized banking services for our community.

Our primary service area encompasses Yuba, Sutter, Placer, Nevada, El Dorado, Sacramento, Yolo, and Washoe Counties. While our secondary market area serves Sierra, Butte, Colusa, Napa, Solano, San Joaquin and Amador counties.

Our commitment to the Roseville market began in 2018 when we opened our Auburn Branch which serves South Placer County including Roseville. In 2023 we opened our Roseville Loan Production Office, where we grew our loan portfolio to over $40 million within two years. In September 2025, we expanded our presence by opening a 6,000 square foot branch and administrative office located at 2901 Douglas Blvd Ste 140 in Roseville. This increased our local team from approximately 6 to more than 20 employees. Today, the branch manages over $85 million in loans and nearly $40 million in deposits, reflecting our continued investment and growth in the Roseville community.

At River Valley Community Bank, we are proud to be a locally owned and operated financial institution. Our board of directors, management team, and shareholders are all deeply invested in the success of our bank and the well-being of the communities we serve. Beyond providing exceptional banking services, we believe in giving back and making a positive impact. We actively work to support local initiatives and organizations that improve the quality of life for residents in our footprint. Whether through volunteer efforts, philanthropic donations, or lending and investment initiatives, we strive to be a responsible and impactful community partner.

Our mission is to be a premier community bank, committed to meeting the needs of our customers with relationship-oriented products and services, while creating an environment for our employees to develop and prosper and produce enhanced shareholder value.

Ratings:

Bauer Financial awards RVCB their highest 5-Star Rating

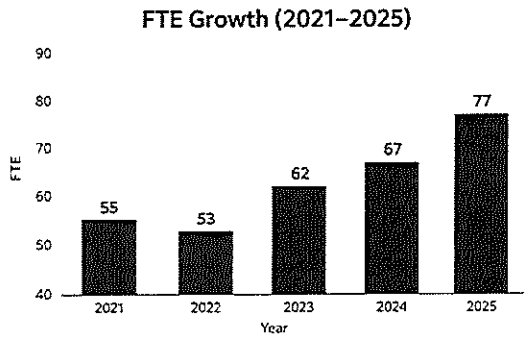
River Valley Community Bank is rated 5-Star "Superior," by Bauer Financial, an independent bank research firm. A 5-Star Superior rating indicates that River Valley Community Bank is a strong financial institution, excelling in areas of capital, loan quality, profitability and more.

BauerFinancial, Inc. is an independent rating service that analyzes and reports on the financial condition of the nation's banking industry. BauerFinancial has earned the reputation of "the nation's bank rating service," and the company's ratings are published weekly in hundreds of newspapers. Government regulators routinely refer thousands of consumers to BauerFinancial each year.

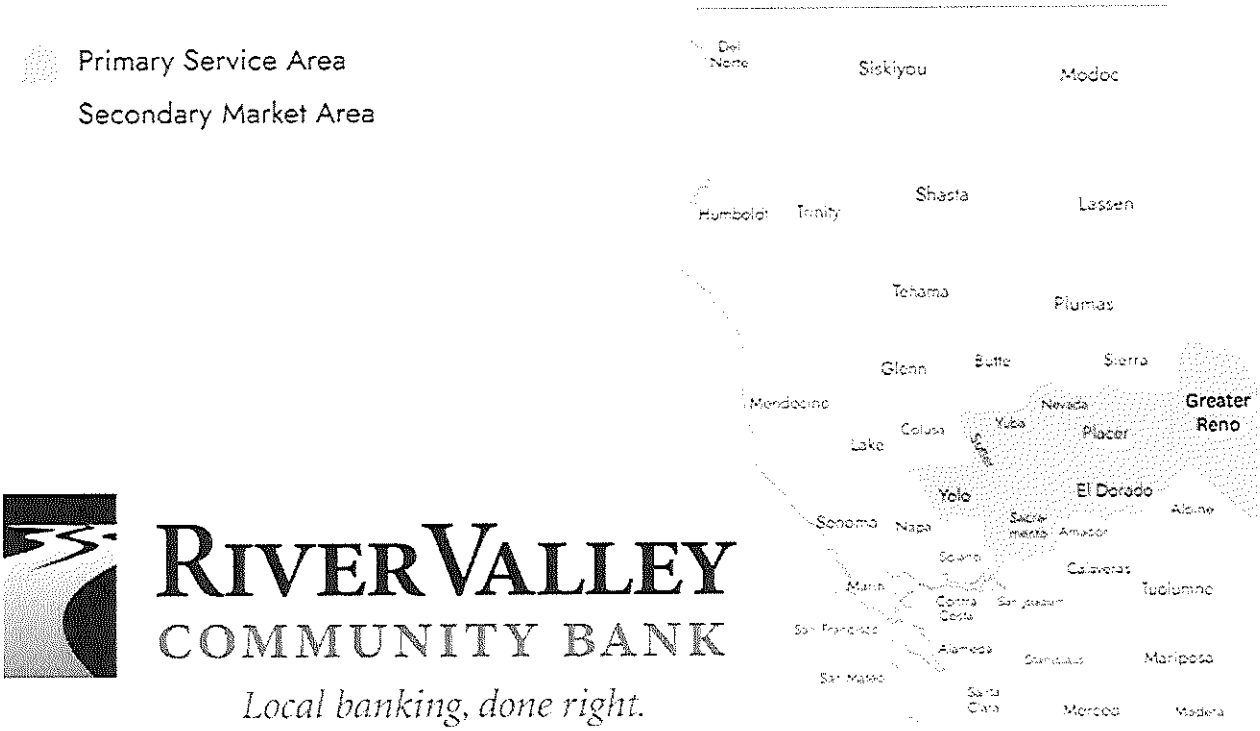
Findley Report recognizes River Valley Community Bank as an "Exceptional Bank" in 2024

River Valley Community Bank has been recognized as an "Exceptional Bank" in the March 2024 edition of The Findley Report. This prestigious publication profiles only four exceptional banks each year, making this recognition a true honor. The feature highlights RVCB's nearly 20-year commitment to its communities, its focus on customer satisfaction, and its dedication to delivering relationship-based banking. The article also includes key operating results and an in-depth interview with President and CEO John M. Jelavich, who shares insight into the Bank's direction and what sets RVCB apart.

Full-Time Employees (FTE) by Year:



Primary and Secondary Market Areas:



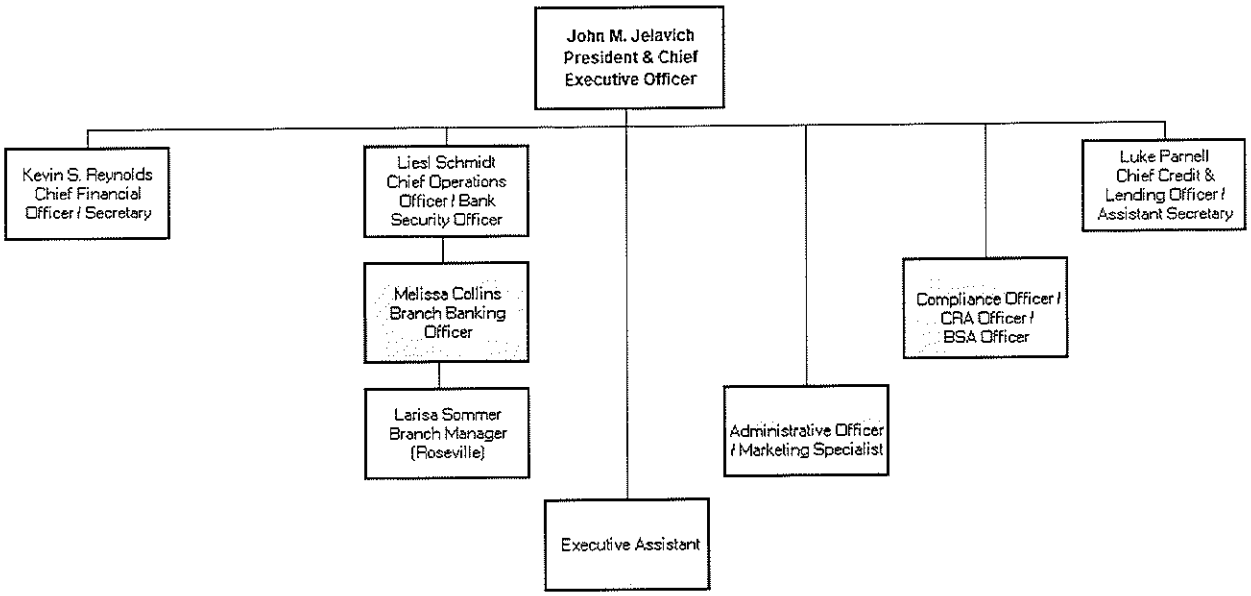
RIVER VALLEY COMMUNITY BANK

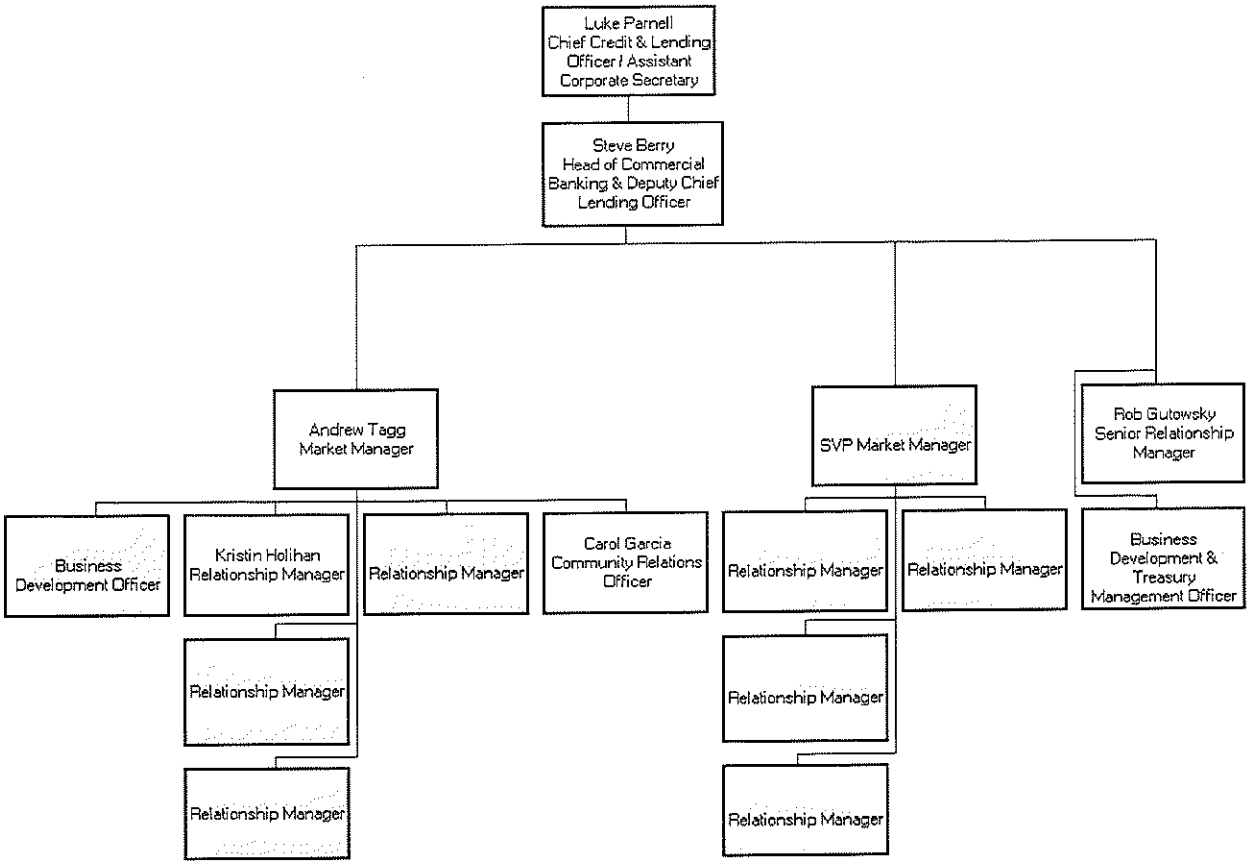
Local banking, done right.

Branch Locations:

- Yuba City- 1629 Colusa Highway, Yuba City, CA
- Grass Valley- 580 Brunswick Rd., Grass Valley, CA
- Auburn- 905 Lincoln Way, Auburn, CA
- Roseville- 2901 Douglas Blvd. Ste 140, Roseville, CA
- 904 B Street, Marysville, CA
- 401 Ryland Street, Ste. 200A, Reno, NV (Loan Production Office)

Organizational Chart: (Chart has been modified to include leadership and members of the RAFP Team)





Support of Non-Profits, Services Clubs, and Charities:

River Valley Community Bank is deeply committed to supporting the communities it serves. The Bank has contributed to, volunteered with, or partnered alongside more than 170 local non-profit organizations, service clubs, and charitable initiatives across its footprint. In 2025 alone, the Bank donated approximately $141,000 to these organizations and recorded more than 1,400 hours of community engagement. The following is a partial list of organizations supported within Placer County.

Organizations
Eureka Schools Foundation
Lakeside Little League
Jewish Community Center Chadbad of Roseville Inc.
A Touch of Understanding, Inc
Up Pageantry
Lighthouse Counseling & Family Resource Center
Loomis Basin Chamber of Commerce
Art League of Lincoln
Auburn Host Lions
Auburn Little League
Auburn State Theatre, Inc
Crime Victims United
Friends of Auburn Faith
Gold Country Fair
Knights of Columbus 6149 Auburn
Mountain Mandarin Festival
Placer Artists Tour
Rotary Club of Auburn
The Forgotten Soldier Program
Auburn Chamber of Commerce
Gold Country Media
Placer Community Foundation
Placer County Cold Case Foundation
Boys & Girls Club of Placer County
Auburn Senior Center
Rancho Cordova Area Chamber of Commerce
Cook Foundation
Child Advocates of Placer County
City of Roseville - Economic Development
Kiwanis Club of Roseville Foundation
Randy Peters Catering and Event Planning
Roseville Chamber of Commerce
Roseville Joint Union High School District
Tarbiya Institute
Woodcreek Little League
Placer Breast Cancer Foundation
Placer Business Alliance
Rotary Club of Roseville Foundation
Advanced Development Concepts
Tommy Apostolos Fund
Roseville City School District Foundation
Sacramento Metropolitan Chamber of Commerce
Construction Industry Educational Foundation
California Capital Small Business Financial Development Corporation
Junior Achievement of Sacramento

5.4 TAB B: Experience and References

Experience

River Valley Community Bank has not yet participated in a program like the City of Roseville's Advantage Financing Program; however, the Bank has extensive experience providing lending and deposit services that align with the Program's objectives.

As part of its core operations, the Bank actively lends to small and medium-sized businesses and commercial real estate borrowers within the Roseville market, supporting local economic growth through

consistent deployment of capital and relationship-based banking. The Bank's recent expansion to a full-service branch in Roseville reflects its continued investment in and commitment to the local business community.

In addition, the Bank has significant experience providing banking services to government agencies and public sector clients, requiring a high level of responsiveness, regulatory compliance, and operational expertise.

The proposed Program team includes Carol Garcia, former program manager of the City of Roseville's Advantage Financing Program at First Northern Bank, with direct experience in administration, compliance, and reporting for the subject program.

Collectively, this experience positions River Valley Community Bank to effectively meet the objectives of the Advantage Financing Program.

References

U.S Small Business Administration

Heather Luzzi
Director
Sacramento District Office
6501 Sylvan Road
Citrus Heights, CA 95610
Desk (916) 735-1709
Cell (916) 300-6738
heather.luzzi@sba.gov

Roseville Area Chamber of Commerce

Ananda Rochita
President & CEO
650 Douglas Blvd
Roseville, CA 95678
Cell:(916) 531-4161
ananda@rosevilleareachamber.com

Yuba Water Agency

Jack Winship
Accounting Manager
1220 F Street
Marysville, CA 95901
Phone: (530) 741-5000
jwinship@yubawater.org

5.5 TAB C: Qualifications of Team

River Valley Community Bank has assembled a well-rounded team of experienced executives and commercial bankers to support the successful implementation of the Roseville Advantage Financing Program. Our team brings a combination of leadership oversight, credit expertise, and relationship-driven business development, ensuring both prudent risk management and efficient deployment of funds into the local market.

Program oversight will be led by Rob Gutowsky, who will serve as Program Manager and primary point of contact for the City of Roseville. In this role, Mr. Gutowsky will be responsible for coordinating all aspects of the program, including pipeline development, loan origination, compliance with program requirements, and ongoing reporting. He will work closely with the Bank's executive leadership and credit team to ensure the program meets its objectives while delivering measurable impact to Roseville-area businesses.

5.6 TAB D: Program Understanding

Based on our understanding of the RFP, the City of Roseville intends to take an active role in the implementation and success of the Roseville Advantage Financing Program, including promoting the program through its established communication channels to reach eligible local businesses. This coordinated outreach is an important component in driving awareness and ensuring broad participation within the Roseville business community.

River Valley Community Bank's approach will complement the City's efforts through targeted marketing and direct outreach, emphasizing our active participation in the program and our ongoing commitment to serving small businesses in the Roseville area. We will leverage our existing relationships, local presence, and business development resources to identify qualified borrowers and efficiently deploy program funds. This dual-channel approach, combining City-led awareness with bank-driven relationship outreach, will help maximize program visibility, generate a strong lending pipeline, and support the City's goal of delivering meaningful economic impact.

The Bank understands and is fully prepared to meet the operational and compliance requirements of the program. This includes ensuring that all City funds on deposit are FDIC insured, and that the applicable interest rate is adjusted monthly to align with the posted LAIF rate plus one basis point (0.01%). We also acknowledge the requirement to make commercially reasonable efforts to provide priority responses to lending opportunities referred by the City. In addition, the Bank will maintain a loan portfolio comprised of business loans to small and medium-sized businesses, as well as commercial real estate for business use within the Program Area, in an amount equal to or greater than 100% of the City funds on deposit. To support transparency and accountability, we will provide semi-annual reporting to the City to verify compliance with program requirements.

Based on our experience and familiarity with the local market, the Bank does not anticipate any significant challenges in achieving the City's stated goals. We have a proven track record of successfully lending to small businesses throughout the region, supported by a highly experienced team of commercial bankers with deep market knowledge and a demonstrated ability to originate and close qualifying loans. This foundation positions us to execute the program efficiently while maintaining strong credit discipline and delivering consistent results.

5.7 TAB E: Program Plan

River Valley Community Bank's approach to implementing the Roseville Advantage Financing Program is centered on coordinated marketing, proactive business development, and efficient execution. We will partner with our internal marketing team to jointly promote the program alongside the City's outreach efforts, maximizing awareness and generating a strong pipeline of qualified borrowers.

Our commercial bankers and lenders will continue their established business development efforts, leveraging existing relationships and local market presence to identify lending opportunities. The Bank maintains a strong and growing presence in the Roseville market through active community involvement and a competitive focus on gaining market share, which has resulted in significant lending activity within the area.

We anticipate achieving the program's lending deployment goals within approximately six months of initial funding, depending on the amount of City funds placed with the Bank.

Work Plan and Timeline:

Following receipt of funds, the Bank will immediately begin marketing and business development efforts. Within the first 30–60 days, we will focus on pipeline development and borrower outreach, followed by active underwriting and loan funding in months three through six. The Bank will continue ongoing monitoring and provide required semi-annual reporting to ensure compliance with program requirements.

Staffing and Responsibilities:

Rob Gutowsky will serve as Program Manager and primary point of contact, overseeing implementation and compliance. Kevin Reynolds, Chief Financial Officer, will manage City deposits and interest rate requirements. Business development and loan origination will be led by the Bank's team of commercial bankers and lenders (as detailed in TAB C), supported by internal credit staff for underwriting and approvals. The program will also be fully supported by the Bank's executive leadership team, ensuring alignment of resources, timely decision-making, and accountability at all levels of the organization.

5.8 TAB F: Funds Deposit Proposal

The Bank will use the National Bank InterDeposit Company (NBID) program to extend FDIC insurance to the full balance of Program Deposits. NBID provides access to aggregate FDIC insurance coverage beyond the standard $250,000 per depositor limit by distributing eligible deposits across a network of FDIC insured Banks, so the funds remain protected.

Interest Rate

The rate on the City's deposit account will be tied to the Local Agency Investment Fund ("LAIF"). The rate will be adjusted monthly based on the prior month's PMIA average monthly yield, as reported on the California State Treasurer's website. Interest will be paid based on the following tiered structure:

- **Balances under $1,000,000:** "LAIF" rate
- **Balances from $1,000,000 to $3,000,000:** "LAIF" rate + 0.10% (10 basis points)
- **Balances over $3,000,000:** "LAIF" rate + 0.15% (15 basis points)

5.9 TAB G: Required Statements/Documents

Assurance of Dedicated Program Team

River Valley Community Bank will ensure that the designated program team is used for this program. Departure or reassignment of, or substitution for, any member of the designated program team shall not be made without the prior written approval of the City.

Conflict of Interest

River Valley Community Bank shall warrant that no official or employee of the City has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the City.

Proprietary Information

River Valley Community Bank has not included any information in this proposal that is deemed to be proprietary.

5.10 TAB H: Exceptions

River Valley Community Bank does not propose any material exceptions, alterations, or amendments to the scope of services outlined in this RFP. However, all lending activities conducted under this program will be subject to the Bank's standard credit and collateral policies to ensure the ongoing safety and soundness of the institution.

5.11 TAB I: Competency of Proposers

River Valley Community Bank possesses the necessary experience, operational capacity, financial strength, and facilities to successfully provide the services outlined in this program in a timely and effective manner. The Bank has a strong track record of delivering commercial lending and deposit services within its markets and is well-equipped to meet the objectives of the Roseville Advantage Financing Program.

In the normal course of business, the Bank may be involved in routine legal proceedings typical of financial institutions. However, there are no pending or, to the Bank's knowledge, recently resolved bankruptcies, judgments, lawsuits, arbitrations, mediations, or similar actions within the past seven (7) years that would have a material adverse effect on the Bank's financial condition or overall operations. The Bank has not filed for bankruptcy and is not subject to any pending bankruptcy proceedings.

311 Vernon Street
Roseville, CA 95678

NOTICE OF INTENT TO AWARD

To: All proposers concerning RFP# 10-034, Roseville Advantage Financing Program

From: Jeannine Thrash, Management Analyst II

Subject: Notice of Intent to Award

For RFP #10-034, pending City Council Approval, the City recommends awarding the contract to: First Northern Bank, River City Bank, and River Valley Community Bank.

To inquire about the recommended award, please write to the Finance Department: Dennis Kauffman, Assistant City Manager/Chief Financial Officer at dkauffman@roseville.ca.us.

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.10
File #: 0206-03-01
Item ID: 2026-551

Title:	Resolution of Intention to Form Villages West Community Facilities District No. 1 (Public Facilities)
Contact:	Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

SUMMARY

Staff recommends Council approve two resolutions, one to form a Community Facilities District, designate an improvement area therein, establish a future annexation area, provide for additional future improvement areas therein, and authorize the levy of a special tax therein to finance public facilities and public services in and for such Community Facilities District and a resolution of Intention to incur bonded indebtedness to finance the acquisition and construction of certain facilities in and for the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) and improvement areas therein. Staff also recommends Council set a meeting date of August 19, 2026, at 6 p.m., in the Roseville Civic Center, Council Chambers at 311 Vernon Street, Roseville, California, as the time and place to conduct a public hearing.

RECOMMENDATION

Staff recommends that the City Council adopt the following resolutions and set a meeting date of August 19, 2026, at 6 p.m., in the Roseville Civic Center, Council Chambers at 311 Vernon Street, Roseville, California, as the time and place to conduct a public hearing.

- A Resolution of Intention of the City Council of the City of Roseville to form a Community Facilities District, designate an improvement area therein, establish a future annexation area, provide for additional future improvement areas therein, and authorize the levy of a special tax therein to finance public facilities and public services in and for such Community Facilities District.
- A Resolution of the City Council of the City of Roseville of Intention to incur bonded indebtedness to finance the acquisition and construction of certain facilities in and for the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) and improvement areas therein.

BACKGROUND

JMC Homes, the landowner, proposed to be included within this public infrastructure district, has requested the City form a Community Facilities District (CFD) under the Mello-Roos Community Facilities Act of 1982 to provide funding for certain authorized public facilities within the property, as detailed in the List of Authorized Facilities and Services. The objective of establishing a CFD is to create a land-secured funding mechanism to finance the construction of authorized facilities within the CFD.

The proposed CFD boundary includes a project with 192 Medium Density Residential (MDR) units on 26 acres and includes improvement areas that are contemplated to be annexed into the district in the future.

FISCAL IMPACT

The CFDs will generate special taxes that will be paid by property owners sufficient to pay costs including debt service, CFD administration, and any authorized pay-as-you-go facilities or services allowed in their respective list of authorized facilities or services. The formation and administration of the CFD will not impact the City's General Fund.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. Adoption of the resolutions meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

2. Remain fiscally responsible in a changing world
4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Jeannine Thrash, Management Analyst

Scott Pettingell, Finance Director

ATTACHMENTS:

1. Resolution 26-286
2. Resolution 26-287
3. Proposed Boundary Map

REVIEWERS:

Jeannine Thrash, Finance Department	Created/Initiated - 6/23/2026
Scott Pettingell, Finance Department	Approved - 6/25/2026
Kelly Aye, City Attorney Department	Approved - 6/26/2026
Katrina Six, City Clerk Department	Approved - 6/29/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/1/2026
Dennis Kauffman, City Manager Department - Assistant City Manager	Approved - 7/13/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/13/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/14/2026
Katrina Six, City Clerk Department	Final Approval - 7/14/2026

CITY COUNCIL OF THE CITY OF ROSEVILLE

RESOLUTION NO. 26-286

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE TO FORM A COMMUNITY FACILITIES DISTRICT, DESIGNATE AN IMPROVEMENT AREA THEREIN, ESTABLISH A FUTURE ANNEXATION AREA, PROVIDE FOR ADDITIONAL FUTURE IMPROVEMENT AREAS THEREIN, AND TO AUTHORIZE THE LEVY OF A SPECIAL TAX THEREIN TO FINANCE PUBLIC FACILITIES AND PUBLIC SERVICES IN AND FOR SUCH COMMUNITY FACILITIES DISTRICT

WHEREAS, under the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code (the "Act"), the City Council of the City of Roseville (the "City Council") is authorized to establish a community facilities district and a future annexation area, and to act as the legislative body for such community facilities district; and

WHEREAS, the Act provides that for purposes of financing of, or contributing to the financing of, all or a portion of facilities to be financed by the community facilities district, the legislative body may designate a portion or portions of the district as one or more improvement areas (each an "Improvement Area") and that after the designation of an Improvement Area, all proceedings for purposes of a bond election and for the purpose of levying special taxes for payment of the bonds, or for any other change pursuant to Article 3 (commencing with Section 53330), shall apply only to such Improvement Area for those specified facilities; and

WHEREAS, the City Council, having received indications of interest on behalf of the owners of the areas of land proposed to be included in a proposed community facilities district, desires to proceed with the establishment of a community facilities district and designation of an initial Improvement Area therein (herein, "Improvement Area No. 1"), and a future annexation area ("Future Annexation Area"), all in order to finance costs of infrastructure and services necessary or incidental to new development in the City of Roseville ("City").

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ROSEVILLE RESOLVES AS FOLLOWS:

1. It is proposed to establish a community facilities district, to designate Improvement Area No. 1, and to identify future annexation area within the City of Roseville under the terms of the Act to finance costs of infrastructure and services necessary or incidental to new development in the City, which may include the payment of development impact fees related thereto.

2. The name proposed for the community facilities district is the "City of Roseville Villages West Community Facilities District No. 1 (Public Facilities)" (including designated Improvement Areas, the "CFD"). The name proposed for Improvement Area No. 1 is "Improvement Area No. 1 of the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities)". The name proposed for the Future Annexation Area is the "City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) (Future Annexation Area)".

Pursuant to Section 53350 of the Act, the territory to be initially included in the CFD (as shown on the map described in Section 3 hereof) is hereby designated to include

Improvement Area No. 1. The initial boundary of the CFD is coterminous with the initial boundary of Improvement Area No. 1.

3. The proposed boundaries of the CFD, Improvement Area No. 1 and the Future Annexation Area are as shown on the map of them on file with the Clerk, which boundaries are hereby preliminarily approved and to which map reference is hereby made for further particulars. The Clerk is hereby directed to record, or cause to be recorded, the map of the boundaries of the CFD, Improvement Area No. 1 and the Future Annexation Area in the office of the Placer County Recorder within 15 days of the date of adoption of this Resolution. The City Council finds that the map is in the form and contains the matters prescribed by Section 3110 of the California Streets and Highways Code.

Parcels within the Future Annexation Area shall be annexed to the CFD only with the unanimous approval (each, a "Unanimous Approval") of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed and all or any portions of territory that annex into the CFD from the Future Annexation Area or otherwise may be annexed into Improvement Area No. 1 or into a separate Improvement Area then in existence or to be designated at the time of such annexation, all without any requirement for additional public hearings, resolutions of the City Council or other additional proceedings.

The Unanimous Approval shall specify annexation into Improvement Area No. 1 or into an Improvement Area then in existence or to be designated pursuant to a Unanimous Approval (a "Future Improvement Area"). In connection with establishing a Future Improvement Area, all proceedings for approval of an appropriations limit, the rate and method of apportionment and manner of collection of special taxes, and the authorization to incur bonded indebtedness may differ from Improvement Area No. 1 or any other Improvement Areas, all as set forth in the Unanimous Approval, and shall apply only to the parcel or parcels within such Improvement Area.

Likewise, all or any portions of territory that annex into the CFD from the Future Annexation Area or otherwise may be annexed into a separate zone of Improvement Area No. 1 or any Improvement Area then in existence or to be designated at the time of such annexation and no additional hearings or procedures are required and the rate and method of apportionment applicable to such zone may differ from other areas of the CFD as set forth in the Unanimous Approval and shall apply only to the parcel or parcels within such zone, all as provided in the Unanimous Approval.

4. Except to the extent that funds are otherwise available to the CFD to pay for the Facilities (as defined below), and/or the principal and interest as it becomes due on bonds issued by the City for each Improvement Area within the CFD to construct and/or acquire the Facilities, a special tax (the "Facilities Special Tax") sufficient to pay the costs thereof, secured by recordation of a continuing lien against all non-exempt real property in the applicable Improvement Area of the CFD, will be levied annually within each Improvement Area, and collected in the same manner as ordinary ad valorem property taxes, or in such other manner as the City Council or its designee shall determine, including direct billing of the affected property owners.

Except to the extent that funds are otherwise available to the CFD to pay for the Services (as defined below), a special tax (the "Maintenance Special Tax") sufficient to pay the costs thereof, secured by recordation of a continuing lien against all non-exempt real property in the CFD, will be levied annually within each Improvement Area of the CFD, and collected in the same

manner as ordinary ad valorem property taxes, or in such other manner as the City Council or its designee shall determine, including direct billing of the affected property owners.

The proposed rate and method of apportionment of the Facilities Special Tax and Maintenance Special Tax (together, the "Special Tax") among the parcels of real property within Improvement Area No. 1 of the CFD, in sufficient detail to allow each landowner within Improvement Area No. 1 of the proposed CFD to estimate the maximum amount such owner will have to pay, are described in the Rate, Method of Apportionment and Manner of Collection of Special Tax attached hereto as Exhibit A and hereby incorporated herein (the "Rate and Method"). At such time as territory within the Future Annexation Area is annexed into the CFD pursuant to the Unanimous Approval, approval of a rate and method of apportionment for such territory may differ from that of other Improvement Areas as set forth in the Unanimous Approval, and shall provide sufficient detail to allow each landowner within the annexed territory to estimate the maximum amount such owner will have to pay.

A Facilities Special Tax shall not be levied in an Improvement Area after the fiscal year identified in the rate and method for such Improvement Area, except that a Facilities Special Tax that was lawfully levied in or before the final tax year and that remains delinquent may be collected in subsequent years. Under no circumstances shall the Facilities Special Tax levied against any parcel in such Improvement Area for private residential purposes be increased as a consequence of delinquency or default by the owner of any other parcel or parcels within such Improvement Area in contravention of the Act, including Section 53321(d) of the Act.

For Future Improvement Areas, a different rate and method may be adopted than the Rate and Method adopted for Improvement Area No. 1 if the annexed territory is designated as a separate zone or improvement area. No supplements to the Rate and Method for any of the Future Improvement Areas and no new rate and method will cause the maximum tax rate in the then-existing territory of the CFD (including Improvement Area No. 1) to increase. The designation as an improvement area of any territory annexing to the CFD, the maximum amount of bonded indebtedness and other debt for such improvement area, the facilities to be financed, the rate and method of apportionment of special tax for such improvement area and the appropriations limit for such improvement area shall be identified and approved in the Unanimous Approval executed by the applicable property owner(s) in connection with each annexation to the CFD from the Future Annexation Area. The annexation and related matters described in the Unanimous Approval shall be implemented and completed without the need for City Council approval as long as the following conditions are met:

(i) The rate and method of apportionment of special tax for the new improvement area is prepared by a special tax consultant retained by the City.

(ii) The rate and method of apportionment of special tax for the new improvement area substantially complies with the City's local goals and policies concerning the use of the Act.

(iii) The rate and method of apportionment of special tax for the new improvement area includes a mechanism that protects against revenue loss as a result of land use changes.

(iv) The Special Tax proposed to pay for the Facilities to be supplied within the territory annexed will be equal to the Special Taxes levied to pay for the same Facilities in previously-existing areas of the CFD and Improvement Area No. 1, except that (a) a higher

Special Tax may be levied on territory annexing into the CFD to pay for the same Facilities to compensate for the interest and principal previously paid from Special Taxes in the original area of the CFD and Improvement Area No. 1, less any depreciation allocable to the financed Facilities, and (b) a higher Special Tax may be levied on territory annexing into the CFD to pay for new or additional Facilities, with or without bond financing.

The Maintenance Special Tax proposed to pay for Services to be supplied within the territory annexed in the future shall be equal to any Maintenance Special Tax levied to pay for the same Services in the CFD, except that a higher or lower tax may be levied within the territory to be annexed in the future to the extent that the actual cost of providing the Services in that territory is higher or lower than the cost of providing those Services in the existing CFD. The foregoing shall not be construed to limit the levy of the Maintenance Special Tax within the territory to be annexed in the future to provide new or additional Services beyond those supplied within the existing territory of the CFD, or to pay for new or additional Services, with or without bond financing.

This City Council hereby finds that the provisions of Section 53313.6, 53313.7 and 53313.9 of the Act (relating to adjustments to *ad valorem* property taxes and schools financed by a community facilities district) are inapplicable to the proposed CFD and Improvement Area No. 1.

5. The type of facilities proposed to be financed in whole or in part by the CFD, Improvement Area No. 1 and any Future Improvement Areas and pursuant to the Act shall consist of those items listed as facilities on Exhibit B hereto (the "Facilities") and the type of public services proposed to be financed by the CFD and pursuant to the Act shall consist of those items listed as services on Exhibit B hereto (the "Services"). The Council hereby determines that the Facilities are necessary to meet increased demands placed upon local agencies as the result of development occurring within the CFD and the Future Annexation Area. The financing of the costs of Facilities may include, without limitation, the payment of principal of and interest on bonds together with all direct, indirect periodic, and/or other related costs (including, without limitation, costs of administering the CFD, levying the Special Tax and administering the bonds, and establishing and replenishing reserve funds). Land annexed into the CFD pursuant to a Unanimous Approval may specify additional facilities and services to be financed by the Special Taxes levied on such annexed land, as set forth in the Unanimous Consent, without additional proceedings, provided the conditions set forth in this Section with respect to the original Facilities and Services are met.

The City Council hereby finds and determines that Section 53329.5(a) of the Act relating to the City calling for bids for construction of the Facilities are inapplicable to the CFD in that the City will acquire but not construct the Facilities. To that end, City may enter into one or more contracts directly with any owner or developer of land within the CFD for acquisition of Facilities.

The Council hereby determines that the Services are necessary to meet increased demands for such services placed upon the City as the result of development occurring within the area of the CFD and the Future Annexation Area. The Services are in addition to those provided in the territory of the CFD as of the date hereof and will not supplant services already available within the territory of the CFD as of the date hereof. Similarly, services to be financed by special taxes upon territory within the Future Annexation Area shall be in addition to those provided in such territory of the CFD as of the date hereof and will not supplant services already available within the territory of the CFD as of the date hereof.

6. Except as may otherwise be provided by law or by the Rate and Method, all lands owned by any public entity, including the United States, the State of California and the City, or any departments or political subdivisions thereof, shall be omitted from the levy of the Special Tax. In the event that a portion of the property within the CFD shall become for any reason exempt, wholly or in part, from the levy of the Special Tax, the City Council will, on behalf of the CFD, increase the levy to the extent necessary upon the remaining property within the applicable Improvement Area which is not exempt in order to yield the required debt service payments and other annual expenses of such Improvement Area, if any, subject to the provisions of the applicable Rate and Method. It is anticipated that the Special Tax will be billed as a separate line item on the regular property tax bill. However, the City Council reserves the right, under Section 53340 of the Act, to utilize any method of collecting the special tax which it shall, from time to time, determine to be in the best interests of the City, including, but not limited to, direct billing by the City to the property owners and supplemental billing.

7. The levy of the Special Tax shall be subject to the approval of the applicable qualified electors of the CFD at a special election. The proposed voting procedure shall be by mailed or hand-delivered ballot among the landowners in the proposed CFD, with each owner having one vote for each acre or portion of an acre such owner owns in the CFD. The levy of the Special Tax on parcels within the Future Annexation Area and annexed to the CFD shall be subject to the approval of the qualified elector by execution of the Unanimous Approval, and a special tax shall be levied in the Future Annexation Area only with the Unanimous Approval of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed to the CFD, without any requirement for further public hearings or additional proceedings.

8. It is the intention of the City Council, acting as the legislative body for the CFD, to cause bonds of the City to be issued for each Improvement Area pursuant to the Act to finance in whole or in part the construction and/or acquisition of Facilities. The bonds issued in these proceedings shall be callable in accordance with the provisions of the Act, and shall be issued in such series and bear interest payable semi-annually or in such other manner as the City Council shall determine, at a rate not to exceed the maximum rate of interest as may be authorized by applicable law at the time of sale of such bonds, shall mature not to exceed 40 years from the date of the issuance thereof and shall be as more specifically set forth in any resolution authorizing the issuance of such bonds.

9. The Chief Financial Officer of the City, as the officer having charge and control of the Facilities and Services in and for the CFD, or the designee of such official, is hereby directed to cause and direct a study of said proposed CFD and the Facilities and Services, and to cause to be prepared for filing at the public hearing the report required by Section 53321.5 of the Act (the "CFD Report") presenting at least the following:

(a) A brief description of the Facilities and Services by type which will be required to adequately meet the needs of the CFD and the Future Annexation Area.

(b) An estimate of the fair and reasonable cost of the Facilities and Services, including the cost of acquisition of lands, rights-of-way and easements, any physical facilities required in conjunction therewith and incidental expenses in connection therewith, including the costs of the proposed bond financing and all other related costs as provided in Section 53345.3 of the Act.

The CFD Report shall be made a part of the record of the public hearing specified below.

10. Pursuant to Section 53314.9 of the Act, at any time either before or after the formation of the CFD, the legislative body may accept advances of funds or work in kind from any source, including, but not limited to, private persons or entities, and may provide, for the use of those funds or that work in kind for any authorized purpose, under all of the following conditions: (a) the proposal to repay the funds or the value or cost of the work in kind, whichever is less, is included in both this Resolution and in the Resolution to establish the CFD pursuant to Section 53325.1; (b) any proposed Special Taxes are approved by the qualified electors of the CFD pursuant to the Act; and (c) any work in kind accepted pursuant to Section 53314.9 of the Act is performed or constructed as if the work had been performed or constructed under the direction and supervision, or under the authority of a local public agency. This Council finds that the City may accept advances of funds or work in kind if necessary, and may enter into an agreement (an "Acquisition Agreement"), with the person or entity advancing the work in-kind, to reimburse the person or entity for the value, or cost, whichever is less, of the work in-kind, as determined by the City Council, with or without interest, under the conditions specified in the Act and the Acquisition Agreement. The City and the developer of the project intend to enter into an Acquisition Agreement.

11. The City Council hereby sets Wednesday, August 19, 2026, at 6:00 p.m., at the City of Roseville Civic Center Council Chambers located at 311 Vernon Street, Roseville, California 95678, as the time and place when and where the City Council, as legislative body for the CFD, will conduct a public hearing on the establishment of the CFD and the designation of Improvement Area No. 1 and the Future Annexation Area, and consider and finally determine whether the public interest, convenience and necessity require the formation of the CFD, the designation of Improvement Area No. 1 and the Future Annexation Area, and the levy of the Special Tax. At the hearing, testimony concerning the CFD, the designation of Improvement Area No. 1, the extent of the CFD and the Future Annexation Area, or the furnishing of the particular types of facilities and public services will be heard and protests will be considered from registered voters residing within the CFD and persons owning real property within the CFD. Written protests by the owners of a majority of the land which would be subject to special taxation within the proposed CFD will require the suspension of proceedings for at least one year. Written protests must be filed with the City Clerk at or before the time fixed for the hearing. If such protests are directed only against certain elements of the proposed improvements or proposed special tax, and if such protests constitute a majority protest, only those elements shall be deleted from the proceedings.

12. The City Clerk is hereby directed to cause notice of the public hearing, attached hereto as Exhibit C, to be given by one-time publication in a newspaper published in the area of the CFD and the Future Annexation Area. The publication shall be completed at least 7 days before the date of the public hearing referenced above. The notice shall be substantially in the form specified in Section 53322 of the Act and attached hereto, with the form summarizing the provisions hereof hereby specifically approved.

13. This Resolution shall take effect from and after its adoption.

* * * * * *

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Roseville, California, at a regularly scheduled meeting thereof, held on the ___ day of _____, 2026, by the following vote of the City Council:

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

_____
Mayor

ATTEST:

_____
City Clerk of the City of Roseville

EXHIBIT A

Improvement Area No. 1 of the

City of Roseville
Villages West Community Facilities District No. 1 (Public Facilities)
Placer County, California

RATE, METHOD OF APPORTIONMENT, AND MANNER OF COLLECTION OF SPECIAL TAX

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1. Basis of Special Tax Levy

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (Act) applicable to the land in Villages West Community Facilities District No. 1 (Public Facilities) (CFD) of the City of Roseville (City) shall be levied and collected according to the tax liability determined by the City through the application of the appropriate amount or rate, as described below.

2. Definitions

"**Acre**" or "**Acreage**" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final map or other Development Plan.

"**Act**" means the Mello-Roos Community Facilities Act of 1982, as amended, Section 53311 and following of the California Government Code.

"**Administrative Expenses**" means the actual or reasonably estimated costs related to the administration of the CFD, including, but not limited to, these:

a. Costs of computing Special Taxes and preparing annual Special Tax collection schedules (whether by the City or any designee thereof or both).
b. Costs of collecting the Special Taxes (whether by the County, the City, or otherwise).
c. Costs of remitting the Special Taxes to the Trustee.
d. Costs of the Trustee (including its legal counsel) in the discharge of the duties required of it under the Bond Indenture.
e. Costs to the City, CFD, or any designee thereof, of complying with arbitrage rebate requirements.
f. Costs to the City, CFD, or any designee thereof, of complying with City, CFD, or obligated persons disclosure requirements.
g. Costs associated with preparing Special Tax disclosure statements.

h. Costs incurred in responding to public inquiries regarding the Special Taxes.

i. Costs to the City, CFD, or designee thereof related to any appeal of the Special Taxes.

j. Costs associated with the release of funds from an escrow account, if any.

k. Costs to the City for the issuance of Bonds authorized by the CFD that are not recovered through the Bond sale proceeds.

l. Amounts estimated to be advanced or already advanced by the City for any other administrative purposes, including attorney's fees and other costs related to collection of the Special Taxes and commencing and pursuing to completion any foreclosure of delinquent Special Taxes.

"**Administrator**" means a City official in the Finance Department, or their designee responsible for determining or overseeing the levy and collection of the Special Taxes.

"**Affordable Housing Director**" means, at any point in time, the person in the City who serves as head of the department that is in charge of the City's affordable housing program.

"**Affordable Unit**" means a Unit built on a Residential Use Parcel for which an Affordable Unit agreement has been entered into for the property designating the Unit as affordable. A Multifamily Parcel may have only a portion of the Units assigned as Affordable Units. The City Manager, or his or her designee, shall determine which Units are designated as Affordable Units and maintain an Affordable Unit listing, which shall contain all designated buildable parcels by tract and lot number, and in the case of Large Lot Parcels remaining before May 1 of the preceding Fiscal Year, the number of designated Affordable Units for each such Large Lot Parcel; all entries shall indicate the effective date of designation. The Affordable Unit listing also shall be updated to reflect those Units no longer qualifying as Affordable Units, also known as Market-Rate Units. The Affordable Unit listing, which shall contain all qualifying Affordable Units as of April 30, shall be made available to the Administrator by July 1 of each year for purposes of determining the Maximum Annual Special Tax for Parcels pursuant to **Section 4**.

Annexation Parcel(s)" means a Parcel or Parcels annexed to Improvement Area No. 1 of the CFD after formation of Improvement Area No. 1 or annexed into new Improvement Areas of the CFD. The Maximum Annual Special Tax will be assigned to Parcels in the annexation area using the provisions of **Section 4**.

"**Annual Facilities Costs**" means, for any Fiscal Year, the total of:

a. Debt Service to be paid from Facilities Special Taxes.

b. The amount needed to replenish the reserve fund for the Bonds to the level required under the Bond Indenture, to the extent not included in a computation of Annual Facilities Costs in a previous Fiscal Year.

c. Administrative Expenses for such Fiscal Year.

d. The amount needed to (1) cure any delinquencies in the payment of principal or interest on Bonds, which have occurred in the prior Fiscal Year, to the extent not otherwise included in a computation of Annual Facilities Costs in the current or any previous Fiscal Year, and (2) to fund any foreseeable deficiency of the amount to be available for the payment of principal or interest on Bonds, which are expected to occur in such Fiscal Year, to the extent not included in a computation of Annual Facilities Costs in the current or any previous Fiscal Year.

e. The amount needed to (1) cure any delinquencies in the payment of the Facilities Special Tax in the prior Fiscal Year, to the extent not otherwise included in a computation of Annual Facilities Costs in the current or any previous Fiscal Year, and (2) to fund any foreseeable deficiency in the payment of the Facilities Special Tax for that Fiscal Year which is expected to occur in such Fiscal Year, to the extent not included in a computation of Annual Facilities Costs in the current or any previous Fiscal Year.

f. Authorized Pay-As-You-Go Costs so long as the inclusion of these costs does not increase the Special Tax levy on Undeveloped Property, Large Lot Parcels, or Small Lot Tentative Map Parcels.

g. During the Deferral Bonding Period, the amount needed to pay Development Impact Fee Deferrals not financed by Bonds.

h. Less any available earnings on any reserve fund or Facilities Special Tax funds, available capitalized interest or any other available revenues of the CFD or the City that may be used to fund Annual Facilities Costs.

"**Annual Maintenance Costs**" means, for any Fiscal Year, the total of:

a. Authorized Services costs to be paid from Maintenance Special Taxes.

b. Administrative Expenses for such Fiscal Year.

c. The amount needed to (1) cure any delinquencies in the payment of the Maintenance Special Tax in the prior Fiscal Year, to the extent not otherwise included in a computation of Annual Maintenance Costs in the current or any previous Fiscal Year, and (2) to fund any foreseeable deficiency in the payment of the Maintenance Special Tax for that Fiscal Year which is expected to occur in such Fiscal Year, to the extent not included in a computation of Annual Maintenance Costs in the current or any previous Fiscal Year.

d. Less any available earnings on any reserve fund, Maintenance Special Tax funds or any other available revenues of the CFD or the City that may be used to fund Annual Maintenance Costs.

"**Anticipated Construction Proceeds**" means the amount anticipated to be available through Improvement Area No. 1 of the CFD for acquiring or constructing Authorized Facilities, which is equal to $5.4 million at formation of the CFD. This amount is increased on July 1 of the current Fiscal Year for the prior calendar year by the average increase in the ENR-CCI.

"**Assessor's Parcel**" means a lot or Parcel with an assigned Assessor's Parcel Number in the maps used by the County Assessor in preparing the tax roll.

"**Assessor's Parcel Map**" means an official map of the County Assessor designating Parcels by Assessor's Parcel Number.

"**Assessor's Parcel Number**" means the Parcel and Parcel Number as assigned by the County Assessor on the equalized tax roll.

"**Assigned Maximum Annual Special Tax**" means the maximum Facilities Special Tax or Maintenance Special Tax assigned to each Large Lot Parcel that is an Original Parcel based on the Expected Land Uses at CFD formation, as shown in **Attachment 3**.

"**Authorized Facilities**" means those facilities and fees to be financed, as identified in the resolution forming the CFD.

"**Authorized Services**" means those services authorized to be funded, as defined in the resolution forming the CFD.

"**Base Year**" means the Fiscal Year beginning July 1, 2026, and ending June 30, 2027.

"**Benefit Share**" means the Maximum Annual Facilities Special Tax for a Parcel divided by the Maximum Annual Facilities Special Tax Revenue for all Taxable Parcels at their assigned Maximum Annual Facilities Special Tax.

"**Bond(s)**" means any bond(s) issued by the City for the CFD under the Act secured by Special Taxes and any other debt, as defined in the Act, the City incurs that is secured by Special Taxes to further the CFD's purposes.

"**Bond Indenture(s)**" means the indenture(s), resolution(s), fiscal agent agreement(s), or other financing document(s) pursuant to which any Bonds are issued.

"**Bond Share**" means the share of Outstanding Bonds assigned to a Parcel as specified in **Section 8** hereof.

"**Building Permit**" means a permit issued by the City for the construction of a Residential Use or Nonresidential Use structure.

"**Business Professional**" means a Parcel or Parcels zoned to provide for office uses and other uses that are related to and supportive of office uses.

"**Capitalized Interest**" means funds in any capitalized interest account available to pay interest on Bonds.

"**CFD**" means Villages West Community Facilities District No. 1 (Public Facilities) of the City of Roseville, Placer County, California, including all Improvement Areas therein.

"**Chief Financial Officer**" or "**CFO**" means the Chief Financial Officer of the City, or his/her designee.

"**City**" means the City of Roseville in Placer County, California.

"**Community Commercial**" means a Parcel or Parcels zoned to serve the principal retail shopping needs of the entire community by providing areas for shopping centers, and other retail and service uses.

"**Council**" means the City Council of the City acting for the CFD under the Act.

"**County**" means the County of Placer, California.

"**Debt Service**" means the total annual amount of Bond principal, interest, and the scheduled sinking fund payments of the Bonds in a calendar year.

"**Deferral Bonding Period**" means the period determined by the City which is after the Initial Bonding Period has ended and during which the City finances the Development Impact Fee Deferral.

"**Developed Parcel**" means, in any Fiscal Year:

a. For Single-Family Parcels: All Parcels for which a Building Permit for new construction of a Residential Use was issued before May 1 of the preceding Fiscal Year.
b. For Multifamily Parcels: All Parcels for which a Building Permit for new construction of a Residential Use structure was issued before May 1 of the preceding Fiscal Year.
c. For all Nonresidential Use Parcels: All Parcels for which a Building Permit for new construction of a Nonresidential Use structure was issued before May 1 of the preceding Fiscal Year.

Once a Parcel is defined as a Developed Parcel it shall remain as a Developed Parcel.

"**Development Agreement**" means the Development Agreement By and Between the City of Roseville and Mourier Investments, LLC, relative to the Sierra Vista Specific Plan dated April 28, 2010.

"**Development Impact Fee Deferral**" means the deferred payment of development impact fees due to the City or the South Placer Regional Transportation Authority (SPRTA) for Developed Parcels, using the approach and amounts identified in the Development Agreement, which may be amended from time to time.

"**Development Plan**" means a condominium plan, apartment plan, site plan, or other development plan that identifies such information as the type of structure, acreage, square footage, or number of Units that are approved to be developed on Single-Family Parcels, Multifamily Parcels, and Nonresidential Parcels.

"**ENR-CCI**" means the Engineering News Record—Construction Cost Index for San Francisco in the prior calendar year, as determined on July 1 of the current Fiscal Year.

"**Expected Land Use(s)**" means, for the CFD, the total number of Units or Acres of each land use type by Tax Category expected in each Large Lot Parcel and Original Parcel at CFD formation as identified in **Attachment 3** of this RMA.

"**Facilities Special Tax**" means the Special Tax authorized to fund Annual Facilities Cost. Facilities Special Taxes are shown in **Attachments 2** and **3**.

"**Final Use Small Lot Parcel**" means a Parcel designated for development as a single-family residence, which is part of a Final Small Lot Subdivision Map.

"**Final Small Lot Subdivision Map**" means a recorded map designating the final Parcel subdivision for individual Single-Family Parcels.

"**First Bond Sale**" means issuance of the first series of Bonds secured, in whole or in part, by Facilities Special Taxes levied and collected from Parcels in the CFD.

"**Fiscal Year**" means the period starting July 1 and ending the following June 30.

"**Full Prepayment**" means the fulfillment of a Parcel's Facilities Special Tax obligation, as determined by following the procedures in **Section 8**.

"**High Density Residential**" means, per the Sierra Vista Specific Plan, a land use designation that primarily accommodates attached housing, but depending on the unit type, could also include detached housing, within the density range of 13.0 or greater dwelling units per gross developable acre. Typical housing product types include, but shall not be limited to, detached townhomes, courtyard townhomes/condominiums, garden-style apartments, and podium design apartments/condominiums.

"**Improvement Area**" means an area within the CFD with its own distinct geographic area in which the provisions of this RMA shall apply. If there are more than one Improvement Areas, each Improvement Area shall have its own distinct number that is different from any other Improvement Area.

"**Improvement Area No. 1**" means the area designated as such on **Map 1**.

"**Initial Bonding Period**" means a period 30 years from the date of the first series of Bonds issued for Improvement Area No. 1 in which Bonds secured, in whole or in part, by the Facilities Special Tax are outstanding which financed Authorized Facilities costs or refunded prior Bonds other than the Development Impact Fee Deferral.

"**Large Lot Parcel**" means a Parcel created by a Large Lot Subdivision Map.

"**Large Lot Subdivision Map**" means a recorded subdivision map creating Parcels by land use. However, the Large Lot Subdivision Map does not delineate Final Use Small Lot Parcels. A Final Small Lot Subdivision Map will create individual Single-Family Parcels.

"**Low Density Residential**" means, per the Sierra Vista Specific Plan, a land use designation that supports single-family detached homes on conventional lots within the density range of up to 6.9 dwelling units per gross developable acre. Typical housing product types include, but shall not be limited to, standard, alley-loaded, or clustered, single-family detached units.

"**Maintenance Special Tax**" means the Special Tax authorized to fund Annual Maintenance Costs. The Maintenance Special Tax will be levied and collected beginning with the Transition Year. Maintenance Special Taxes are shown in **Attachment 4**.

"**Market-Rate Unit**" means a Unit that is not an Affordable Unit.

"**Maximum Annual Facilities Special Tax**" means the greatest amount of Facilities Special Tax that can be levied against a Parcel in a given Fiscal Year, as shown in **Attachments 2**, **3**, or **4**.

"**Maximum Annual Maintenance Special Tax**" means the greatest amount of Maintenance Special Tax that can be levied against a Parcel in a given Fiscal Year, as shown in **Attachments 2**, **3**, or **4**.

"**Maximum Annual Special Tax**" means the greatest amount of Facilities Special Tax or Maintenance Special Tax that can be levied against a Parcel in a given Fiscal Year, as shown in **Attachments 2**, **3**, or **4**.

"**Maximum Annual Special Tax Rate**" means the maximum rate of Facilities Special Tax or Maintenance Special Tax charged per Unit or per Taxable Acre each Fiscal Year, as shown in **Attachments 2**, **3**, and **4**, as subsequently escalated by the Tax Escalation Factor.

"**Maximum Annual Facilities Special Tax Revenue**" means the greatest amount of Facilities Special Tax revenue that can be collected in total from a group of Parcels (such as Developed Parcels) by levying the Maximum Annual Facilities Special Tax.

"**Maximum Annual Maintenance Special Tax Revenue**" means the greatest amount of Maintenance Special Tax revenue that can be collected in total from a group of Parcels (such as Developed Parcels) by levying the Maximum Annual Maintenance Special Tax.

"**Maximum Annual CFD Special Tax Revenue**" means the sum of the Maximum Annual Special Tax levied on all Taxable Parcels in the CFD in a Fiscal Year.

"**Medium Density Residential**" means, per the Sierra Vista Specific Plan, a land use designation that accommodates both single-family detached homes and attached homes within the density range of 7.0 to 12.9 dwelling units per gross developable acre. Typical housing product types include, but shall not be limited to, standard or alley-loaded lots, courtyard lots, green court lots, auto courts, alley clusters, zero-lot lines, or z-shaped lots. In addition, duet/half-plex homes, townhomes, or condominiums may be accommodated in Medium Density Residential areas.

"**Mixed Use Parcel**" means a Parcel or Parcels designated for a combination of Residential Uses and Nonresidential Uses.

"**Multifamily For-Rent**" or "**Multifamily For-Rent Parcel**" means any Parcel designated or developed for more than one residential dwelling Unit per Parcel and where such units are initially offered for rent to the general public and cannot be purchased by individual homeowners. Such uses may consist of apartments or structures such as duplexes or triplexes, including land uses defined as High Density Residential. Each residential dwelling Unit within Multifamily For-Rent or Multifamily For-Rent Parcels is not expected to have its own distinct Assessor's Parcel Number.

"**Multifamily For-Sale**" or "**Multifamily For-Sale Parcel**" means any Parcel designated or developed for more than one residential dwelling Unit within a single building or structure and that may share at least one common wall where such units are not initially offered for rent to the general public and initially may be offered for sale to individual homeowners. Such uses may consist of condominiums or buildings such as half-plexes or time-share units, including land uses defined as High Density Residential. Multifamily For-Sale Parcels are anticipated to have their own distinct Assessor's Parcel Number as is the case in residential condominium projects. Once designated as Multifamily For-Sale or Multifamily For-Sale Parcel, the Parcel shall remain so designated unless the original structures are demolished.

"**Nonresidential Use**" means a Taxable Parcel zoned for land uses other than Residential Uses which may include Business Professional, Community Commercial and Mixed Use.

"**Original Parcel**" means a Taxable Parcel identified in **Attachment 3** at formation of the CFD.

"**Outstanding Bonds**" means the total principal amount of Bonds that have been issued and not fully repaid or legally defeased.

"**Parcel**" means any Assessor's Parcel in the CFD based on the equalized tax rolls of the County as of January 1 of each Fiscal Year.

"**Partial Prepayment**" means the partial fulfillment of a Parcel's Facilities Special Tax obligation, as determined by following the procedures in **Section 8**.

"**Pay-As-You-Go Costs**" means that portion of costs of acquisition, construction, and improvement of Authorized Facilities not financed by Bonds that are eligible for funding from the Facilities Special Tax.

"**Prepayment**" means the Full Prepayment or Partial Prepayment of a Parcel's Facilities Special Tax obligation, as determined by following the procedures in **Section 8**.

"**Proportionately**" means that the ratio of the actual Special Tax levy to the Maximum Annual Special Tax is equal for all Developed Parcels. For Small Lot Tentative Map Parcels, Proportionately means that the ratio of the actual Special Tax levy to the

Maximum Annual Special Tax is equal for all Small Lot Tentative Map Parcels. For Large Lot Parcels, Proportionately means that the ratio of the actual Special Tax levy to the Maximum Annual Special Tax is equal for all Large Lot Parcels. For Undeveloped Parcels, Proportionately means that the ratio of the actual Special Tax levy to the Maximum Annual Special Tax is equal for all Undeveloped Parcels.

"**Public Parcel**" means any Parcel that is or is intended to be publicly owned, as designated in any final map, that is normally exempt from the levy of general ad valorem property taxes under California law, including, but not limited to, public streets, schools, parks, and public drainageways, landscaping, wetlands, greenbelts, and open space.

"**Remainder Parcel**" means a portion of a unit of land that is created as a result of the recording of a Large Lot Parcel Map or Final Small Lot Subdivision Map, which results in a designated remainder as defined in Government Code Section 66424.6(a) (Remainder Parcel). Such a Remainder Parcel may contain taxable and tax-exempt uses, such as Residential Uses, and Public Parcels, such as park sites. Once designated as a Remainder Parcel, such Parcel will be considered a Large Lot Parcel for the purposes of future Subdivisions and for the provisions of **Sections 4** through **6**.

"**Remaining Facilities Costs**" means the amount of Anticipated Construction Proceeds less construction proceeds from previous Bond issuances and less costs of Authorized Facilities funded on a Pay-As-You-Go Basis from the levy of the Special Tax.

"**Remaining Facilities Cost Share**" means the Remaining Facilities Costs multiplied by the Benefit Share.

"**Residential Use**" means a Parcel designated for residential use, such as single-family residential Units, residential condominiums, townhouses, or apartments that would be included in the definitions of Low-Density Residential, Medium Density Residential or High Density Residential.

"**RMA**" means this Rate and Method of Apportionment, and Manner of Collection of Special Tax, as it may be amended from time to time.

"**Single-Family Parcel**" means, in any Fiscal Year, all Parcels in the CFD for which a building permit was issued or may be issued for construction of a Unit that is a single-family residential, residential condominium, or townhouse Unit.

"**Small Lot Tentative Map**" means a map that is approved by the City for the purpose of showing the design of a proposed Subdivision, including the individual buildable lots expected in the Subdivision, as well as the conditions pertaining thereto. The Small Lot Tentative Map designation for this RMA is in reference only to the areas shown on the map on which Low-Density Residential and Medium-Density Residential uses would be permitted. A Small Lot Tentative Map is not based on a detailed survey of the property in the map and is not recorded at the County Recorder's Office to create legal lots.

"**Small Lot Tentative Map Parcel**" means, in any Fiscal Year, all Parcels included in a Small Lot Tentative Map that was approved before May 1 of the prior Fiscal Year that are planned for Low-Density Residential and Medium-Density Residential and which have not yet become a Developed Parcel.

"**Special Tax(es)**" mean(s) any tax levy under the Act in the CFD.

"**Subdivision**" or "**Subdivided**" means a division of a Parcel into two or more Parcels through Parcel reconfiguration, lot-line adjustments, or the Subdivision Map Act process. A Subdivision also may include the merging of two or more Parcels to create new Parcels.

"**Successor Parcel**" means a Parcel created by the Subdivision of an Original Parcel or a Successor Parcel.

"**Tax Category**" means the categories of taxable land uses shown in **Attachments 2**, **3**, and **4**.

"**Tax Collection Schedule**" means the document prepared by the Administrator for the County Auditor-Controller to use in levying and collecting the Special Taxes each Fiscal Year.

"**Tax Escalation Factor**" means a factor of 2 percent by which the Maximum Annual Facilities Special Tax, Maximum Annual Maintenance Special Tax and related Maximum Annual Special Tax Rates shall be increased annually until the Transition Event. In the first Fiscal Year following the Transition Event, the Maximum Annual Maintenance Special Tax may be increased up to 2 percent annually at the City's discretion. The Administrator should refer to **Section 4.a** for application of the Tax Escalation Factor.

"**Taxable Acreage**" means that area of a Parcel determined by the Administrator to become a Taxable Parcel or Parcels upon further Subdivision. An example might be that a Large Lot Parcel Map creates a Remainder Parcel that, according to **Attachment 3**, contains both taxable uses and tax-exempt uses.

"**Taxable Parcel**" means any Parcel that is not a Tax-Exempt Parcel.

"**Taxable Public Parcel**" means a previously Taxable Parcel acquired by the City, school districts, special districts, or state or federal government.

"**Taxable Welfare Exemption Parcel**" means in any Fiscal Year after the First Bond Sale, any Parcel of Welfare Exemption Parcel that satisfies all three of the following conditions: (i) the Parcel had not been Welfare Exemption Parcel on the date of issuance of the First Bond Sale; (ii) based on reference to **Attachments 2** and **3**, the Parcel was not anticipated to be Welfare Exemption Parcel based on the Expected Land Uses, as determined by the Administrator; and (iii) if the Parcel were to be exempt from the Facilities Special Tax because it has become Welfare Exemption Parcel, the Maximum Annual Facilities Special Tax Revenues would be reduced to a point at which a 110 percent annual Debt Service coverage could not be maintained for all Fiscal Years.

"**Tax-Exempt Parcel**" means a Parcel not subject to the Annual Special Tax. Tax-Exempt Parcels include (a) Public Parcels, and (b) Parcels owned by the City, school districts, special districts, or the state or federal government. A Taxable Parcel that is acquired by a public agency shall remain a Taxable Parcel as per the provisions of Section 4.f.

Certain privately-owned Parcels also may be exempt from the levy of Annual Special Taxes, including common areas owned by homeowner's associations or property owner associations, wetlands, detention basins, water quality ponds, and open space, as determined by the Administrator.

"**Transition Event**" means for the CFD, the earlier of (a) after the Initial Bonding period, the Fiscal Year in which the Administrator determines the Development Impact Fee Deferral (including Debt Service on Bonds issued to fund the Development Impact Fee Deferral), and any eligible Pay-As-You-Go Costs have been repaid in full to the City and City determines funding is no longer needed for Annual Facilities Costs, or (b) Fiscal Year 2090-91.

"**Transition Year**" means the first Fiscal Year following the Fiscal Year in which the Transition Event occurred.

"**Trustee**" means a national banking association organized and existing under the laws of the United States acting as a trustee or fiscal agent for Bonds.

"**Undeveloped Parcel**" means a Taxable Parcel that is not a Developed Parcel, Small Lot Tentative Map Parcel, or a Large Lot Parcel.

"**Unit**" means, for a Single-Family Parcel, the individual residential unit on such Parcel, or for a Multifamily For-Rent Parcel or Multifamily For-Sale Parcel, an individual residential unit in a multifamily building.

"**Welfare Exemption Parcel**" means, in any Fiscal Year, any Parcels in the CFD that have received a welfare exemption under subdivision (g) of Section 214 of the Revenue and Taxation Code and for which such welfare exemption is still in place.

3. Duration of the Special Tax

The Facilities Special Tax will be levied and collected until the earlier of (i) the Transition Year or (ii) Fiscal Year 2090-91. The Maintenance Special Tax will be levied and collected beginning in the Transition Year. The Maintenance Special Tax will thereafter be collected in perpetuity.

4. Administrative Tasks for the Facilities Special Tax

The provisions of **Section 4** shall apply to tasks required by the Administrator are set forth below:

a. Annual Special Tax Escalation. Until the first Fiscal Year following the Transition Event, the Administrator shall increase the Maximum Annual Facilities Special Tax,

the Maximum Annual Maintenance Special Tax and Maximum Annual Special Tax Rates by the Tax Escalation Factor in all Fiscal Years following the Base Year. In the Transition Year and after, the City, in its sole discretion, may determine whether to apply the Tax Escalation Factor to the Maximum Annual Maintenance Special Tax in any Fiscal Year.

b. Assignment of the Maximum Annual Facilities Special Tax to Original Parcels. **Attachment 3** identifies the Assigned Maximum Annual Facilities Special Tax for each Original Parcel included at CFD formation, which is determined for each Large Lot Parcel based on the Expected Land Uses in each Large Lot Parcel at CFD Formation. The Assigned Maximum Annual Facilities Special Tax shall continue to apply to the geographic area to which it was assigned. If, before further Subdivision, the Administrator determines there are multiple Assessor's Parcels in a Large Lot Parcel, the Administrator shall assign the Maximum Annual Facilities Special Tax to each Assessor's Parcel on a pro rata basis to all Assessor's Parcels in that Large Lot Parcel based on the percentage share of Taxable Acreage identified for each Assessor's Parcel. Similarly, if the Administrator determines there are multiple Large Lot Parcels in an Assessor's Parcel, the Maximum Annual Facilities Special Tax shall equal the sum of the Assigned Maximum Annual Facilities Special Tax for all Large Lot Parcels in that Assessor's Parcel.

c. Assignment of the Maximum Annual Facilities Special Tax to Successor Parcels. As Original Parcels and Successor Parcels are Subdivided through creation of Final Small Lot Subdivision Maps, lot line adjustments or other Parcel amendments through the Subdivision Map Act process, the Administrator shall use the following steps to assign the Maximum Annual Facilities Special Tax to new Successor Parcels. As a result of each assignment of the Maximum Annual Facilities Special Tax upon Subdivision of an Original Parcel or Successor Parcel, the sum of the Maximum Annual Facilities Special Taxes assigned to the newly created Taxable Parcels shall never be less, but may be greater, than the Assigned Maximum Annual Facilities Special Tax for that Original Parcel or Successor Parcel.

    1. If an Original Parcel or Successor Parcel is Fully Subdivided into Single-Family Parcels with No Remainder Parcel(s). There shall be no net loss of Maximum CFD Special Tax Revenue because of the assignment of the Maximum Annual Facilities Special Tax to Single-Family Parcels. The Administrator shall use the following procedures to assign the Maximum Annual Facilities Special Tax to Single-Family Parcels. All references to Maximum Annual Facilities Special Taxes in the attachments are subject to application by the Tax Escalation Factor by the Administrator:

        i. Multiply the Maximum Annual Facilities Special Tax per Unit by Tax Category from **Attachment 2** by the number of Units for each Single-Family Parcel created by the Subdivision. Sum the Maximum Annual Facilities Special Taxes for all Single-Family Parcels created by the Subdivision.

ii. If the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c.1.i* above is equal to or greater than the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel that was Subdivided, assign the Maximum Annual Facilities Special Tax per Unit by Tax Category as calculated in *Step 4.c.1.i* above to each Single-Family Parcel created by the Subdivision.

iii. If the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c1.i* above is less than the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel that was Subdivided, unless 100 percent of the Units are designated Affordable Units, (i) assign the Maximum Annual Facilities Special Tax for Affordable Units shown in **Attachment 2** to each Affordable Unit (if any) and, (ii) Proportionately increase the Maximum Annual Facilities Special Tax per Unit for all Units that are not Affordable Units until the sum of resulting Maximum Annual Facilities Special Taxes from all Units (including Affordable Units) equals the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel that was Subdivided. Assign the Maximum Annual Facilities Special Tax calculated in this step to each new Single-Family Parcel created by the Subdivision.

iv. If the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c.1.i* above is less than the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel that was Subdivided and if 100 percent of the Single-Family Parcels created by Subdivision are designated as Affordable Units, increase Proportionately the Maximum Annual Facilities Special Tax per Unit for each Affordable Unit until the sum of Maximum Annual Facilities Special Taxes from all Affordable Units on the new Single-Family Parcels created by the Subdivision equal the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel that was Subdivided. Assign the Maximum Annual Facilities Special Tax calculated in this step to each new Single-Family Parcel created by the Subdivision.

2. <u>If Original or Successor Parcel Is Subdivided into Single-Family Parcels and One or More Remainder Parcels</u>. When an Original or Successor Parcel is Subdivided into Single-Family Parcels and one or more Large Lot Parcels (or Remainder Parcels), the Assigned Maximum Annual Facilities Special Tax is apportioned to the Single-Family Parcels and Large Lot Parcels created by the Subdivision in the following manner:

i. Apportion the Assigned Maximum Annual Facilities Special Tax to the area(s) that is/are being Subdivided into Single-Family Parcels and to the area(s) that will be Remainder Parcel(s) on a pro rata basis, based on the percentage share of Taxable Acreage represented by

each such area as compared to the total area of the Original or Successor Parcel.

ii. For each area Subdivided into Single-Family Parcels, multiply the Maximum Annual Facilities Special Tax per Unit by Tax Category from **Attachment 2** by the number of Units for each Single-Family Parcel created by the Subdivision. Sum the Maximum Annual Facilities Special Taxes for all Single-Family Parcels created by the Subdivision.

iii. For each area Subdivided into Single-Family Parcels, if the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c.2.ii* above is equal to or greater than the Assigned Maximum Annual Facilities Special Tax apportioned to that area of the Original or Successor Parcel that was Subdivided into Single-Family Parcels, assign the Maximum Annual Facilities Special Tax per Unit by Tax Category as calculated in *Step 4.c.2.ii* above to each Single-Family Parcel created by the Subdivision.

iv. For each area Subdivided into Single-Family Parcels, if the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c.2.ii* above is less than the Assigned Maximum Annual Facilities Special Tax apportioned to that area of the Original or Successor Parcel that was Subdivided into Single-Family Parcels, unless 100 percent of the Units are designated Affordable Units, (i) assign the Maximum Annual Facilities Special Tax for Affordable Units shown in **Attachment 2** to each Affordable Unit (if any) and, (ii) Proportionately increase the Maximum Annual Facilities Special Tax per Unit for all Units that are not Affordable Units until the sum of resulting Maximum Annual Facilities Special Taxes from all Units (including Affordable Units) equals the Assigned Maximum Annual Facilities Special Tax apportioned to that area of the Original or Successor Parcel that was Subdivided into Single-Family Parcels. Assign the Maximum Annual Facilities Special Tax calculated in this step to each new Single-Family Parcel created by the Subdivision.

v. For each area Subdivided into Single-Family Parcels, if the sum of Maximum Annual Facilities Special Taxes calculated in *Step 4.c.2.ii* above is less than the Assigned Maximum Annual Facilities Special Tax apportioned to that area of the Original or Successor Parcel that was Subdivided into Single-Family Parcels and if 100 percent of the Single-Family Parcels created by Subdivision are designated as Affordable Units, increase Proportionately the Maximum Annual Facilities Special Tax per Unit for each Affordable Unit until the sum of Maximum Annual Facilities Special Taxes from all Affordable Units on the new Single-Family Parcels created by the Subdivision equal the Assigned Maximum Annual Facilities Special Tax apportioned to that area of the Original or Successor Parcel that was Subdivided

into Single-Family Parcels. Assign the Maximum Annual Facilities Special Tax calculated in this step to each new Single-Family Parcel created by the Subdivision.

vi. For the Remainder Parcel or Parcels, identify the Maximum Annual Facilities Special Tax for the entire Original or Successor Parcel that has been Subdivided. Sum the Maximum Annual Facilities Special Tax for all Single-Family Parcels created by the Subdivision, including Single-Family Parcels with Affordable Units. Subtract the sum of the Maximum Annual Facilities Special Tax for all Single-Family Parcels from the Assigned Maximum Annual Facilities Special Tax for the Original or Successor Parcel being subdivided and compare it to the Maximum Annual Facilities Special Tax assigned to the Remainder Parcel or Parcels in *Step 4.c.2.i.* Assign to each Remainder Parcel, the lesser of the calculations in this step or in *Step 4.c.2.i*, but in no event less than the difference between the previously Assigned Maximum Annual Facilities Special Tax for the Original Parcel or Successor Parcel being Subdivided and the total of the Maximum Annual Facilities Special Tax for all Single-Family Parcels created by such Subdivision.

Once designated as a Remainder Parcel, such Parcel will be considered a Large Lot Parcel for the purposes of future Subdivisions and for the provisions of **Sections 4** through **6**.

3. <u>If an Original or Successor Parcel is Subdivided creating multiple land uses and Tax Categories or for any rezones of land uses on Original or Successor Parcels:</u>

i. Identify the Assigned Maximum Annual Facilities Special Tax for the Original Parcel or Successor Parcel that is being Subdivided or rezoned.

ii. For each Taxable Parcel subject to rezone or created by Subdivision multiply the Maximum Annual Facilities Special Tax per Unit or per Acre by the number of Units or by the number of Acres by the appropriate Tax Category. For each Taxable Parcel created by Subdivision that includes Affordable Units, multiply the number of Affordable Units by the Tax per Unit for such Affordable Units.

iii. Sum the Maximum Annual Facilities Special Tax for each Taxable Parcel and compare it to the Assigned Maximum Annual Facilities Special Tax of the Original or Successor Parcel that is subject to rezone or is being Subdivided. If the sum of Maximum Annual Facilities Special Tax for each Taxable Parcel is greater than the Assigned Maximum Annual Facilities Special Tax for the Original Parcel, the Administrator shall apply the Maximum Annual Facilities Special Tax calculated above for each Taxable Parcel.

iv. If the Assigned Maximum Annual Facilities Special Tax for the Original Parcel or Successor Parcel subject to rezone or that is being subdivided is greater than the sum of Maximum Annual Facilities Special Tax for each Successor Parcel being created, increase Proportionately the Maximum Annual Facilities Special Tax per Unit or per Acre for all Tax Categories on each Taxable Parcel such that the sum of Maximum Annual Facilities Special Tax for all Taxable Parcels equals the Assigned Maximum Annual Facilities Special Tax for the Original Parcel.

4. If Multifamily Residential Units are Constructed on an Original or Successor Parcel: If a Building Permit for Multifamily Residential—For Rent uses is issued for an Original or Successor Parcel, identify the Maximum Annual Facilities Special Tax for the Taxable Parcel in **Attachment 3**. Assign this amount as the Maximum Annual Facilities Special Tax for the Parcel.

   If a Building Permit for Multifamily Residential—For Sale uses is issued for an Original or Successor Parcel, use the following procedure to assign the Maximum Annual Facilities Special Tax to Successor Parcels.

   i. Multiply the Maximum Annual Facilities Special Tax per Unit for High Density Residential Units from **Attachment 2** by the number of High Density Residential Units (excluding Affordable Units) created by the Building Permit. Sum the Maximum Annual Facilities Special Taxes for all High Density Residential Units created by the Building Permit.

   ii. Multiply the Maximum Annual Facilities Special Tax per Unit for High Density Residential Affordable Units from **Attachment 2** by the number of High Density Residential Affordable Units created by the Building Permit. Sum the Maximum Annual Facilities Special Taxes for all High Density Residential Affordable Units created by the Building Permit.

   iii. Sum the results from *Step 4.c.4.i* and *Step 4.c.4.ii*.and compare the results from Step 4.c.4.i. to the assigned Maximum Annual Facilities Special Tax of the Original or Successor Parcel with the issued Building Permit. If the sum of Maximum Annual Facilities Special Tax for each Taxable Parcel is greater than the assigned Maximum Annual Facilities Special Tax for the Original Parcel, the Administrator shall apply the Maximum Annual Facilities Special Tax calculated above for each Taxable Parcel.

   iv. If the assigned Maximum Annual Facilities Special Tax for the Original Parcel or Successor Parcel subject to the Building Permit is greater than the sum of Maximum Annual Facilities Special Tax for each Successor Parcel being created, increase Proportionately the Maximum Annual Facilities Special Tax per Unit for all Tax Categories on each Taxable Parcel such that the sum of Maximum

Annual Facilities Special Tax for all Taxable Parcels equals the assigned Maximum Annual Facilities Special Tax for the Original Parcel.

d. Affordable Units that Become Market-Rate Units. If, in any Fiscal Year, the City Manager, or his or her designee, determines that a Unit that previously had been designated as an Affordable Unit no longer qualifies as such, the Affordable Housing Director shall update the Affordable Unit listing by denoting the change in status of the Unit, together with the effective date thereof. For all Affordable Units that are converted to Market-Rate Units, such Units shall be assigned the Maximum Annual Facilities Special Tax per Unit based on their Tax Category as shown in **Attachment 2**, as adjusted by the Tax Escalation Factor so long as the Special Tax does not decrease on such a Unit.

e. Taxable Welfare Exemption Parcels. If a Developed Parcel becomes a Taxable Welfare Exemption Parcel, the previously assigned Maximum Annual Facilities Special Tax will remain as the Maximum Annual Facilities Special Tax for the Taxable Welfare Exemption Parcel.

f. Transfer of the Assigned Maximum Annual Facilities Special Tax from One Large Lot Parcel to Another. The Maximum Annual Facilities Special Taxes shown in **Attachment 3** were determined based on the Expected Land Uses for each Large Lot Parcel shown in **Attachment 2**. If the number of planned residential Units or Nonresidential Acreage is transferred from one Large Lot Parcel to another before recording a Final Small Lot Subdivision Map in any portion of the Large Lot Parcel, the City may, in its sole discretion, allow for a transfer of the Maximum Annual Facilities Special Tax from one Large Lot Parcel to another. Such a transfer shall be allowed only if (1) all adjustments are agreed to in writing by the affected property owners and the CFO, and (2) there is no reduction in the Maximum Annual CFD Special Tax Revenues because of the transfer. Should a transfer result in an amendment to **Attachments 2**, **3**, or **4** of the Notice of Special Tax Lien, the requesting property owner shall bear the costs to effect the transfer in the CFD records and prepare the required amendments to the Notice of Special Tax Lien and **Attachments 2**, **3**, or **4**. Before the transfer, the City may require a deposit from the requesting property owner for such costs.

g. Reduction of the Maximum Annual Facilities Special Tax Prior to First Bond Sale. At the request of the developer/builders, the Maximum Annual Special Taxes set forth in **Attachments 2**, **3** and **4** may be reduced for a given Tax Category, once, prior to the First Bond Sale. The reduction in this paragraph (g) may occur in a single Tax Category or multiple Tax Categories, and there shall be no requirement that the reduction in one Tax Category be proportionate to the reduction in another Tax Category. Such reduction shall be made without a vote of the qualified electors within the CFD following discussion with the developers/builders and the City. Any such reduction shall occur at least 30 days prior to the First Bond Sale. The Special Tax reductions permitted pursuant to this paragraph shall be reflected in an Amended Notice of Special Tax Lien, which the Administrator shall cause to be recorded.

h. Conversion of a Tax-Exempt Parcel to a Taxable Parcel. If a Tax-Exempt Parcel is not needed for public use and is converted to a taxable use or transferred to a private owner, it shall become subject to the Facilities Special Tax. The Maximum Annual Facilities Special Tax for the new Taxable Parcel will be determined using the provisions of **Sections 4** and **5** of the RMA.

i. Taxable Parcels Acquired by a Public Agency. A Taxable Parcel that is acquired by a public agency after the CFD is formed will remain subject to the applicable Special Tax unless the Special Tax obligation is satisfied pursuant to Section 53317.5 of the Government Code. If the Special Tax obligation is not prepaid pursuant to Section 53317.5 of the Government Code, the Parcel becomes classified as a Taxable Public Parcel and will remain subject to the assigned Maximum Annual Facilities Special Tax.

   An exception to this may be made if a Public Parcel, such as a park site, is relocated to a Taxable Parcel, in which case the previously Tax-Exempt Parcel of comparable acreage becomes a Taxable Parcel and the Maximum Annual Facilities Special Tax from the previously Taxable Parcel is transferred to the new Taxable Parcel. This trading of a Parcel from a Taxable Parcel to a Public Parcel will be permitted to the extent there is no net loss in Maximum Annual CFD Special Tax Revenue, and the transfer is agreed to by the owners of the Parcels involved in the transfer and the CFO.

5. Administrative Tasks for the Maintenance Special Tax

This section discusses the administrative tasks for the Maintenance Special Tax, which shall be applicable after the Transition Event.

The provisions of **Section 5** shall apply to each Parcel. For each Parcel, tasks required of the Administrator are set forth below:

a. Assignment of the Maximum Annual Maintenance Special Tax to Developed Parcels. In the Fiscal Year following the Transition Event, the Administrator shall assign the Maximum Annual Maintenance Special Tax to all Developed Parcels using the Maximum Annual Special Tax Rates for the Maintenance Special Tax by Tax Category shown in **Attachment 4**, as adjusted by the Tax Escalation Factor.

b. Assignment of the Maximum Annual Maintenance Special Tax to Successor Parcels. After the Transition Event, if Original Parcels and Successor Parcels are Subdivided through creation of Final Small Lot Subdivision Maps, lot line adjustments or other Parcel amendments through the Subdivision Map Act process, the Administrator shall use the steps in **Section 4.c** to assign the Maximum Annual Maintenance Special Tax to new Successor Parcels. When applying **Section 4.c** after the Transition Event, the Administrator shall substitute Maintenance Special Tax for Facilities Special Tax and shall substitute Maximum Annual Maintenance Special Tax for Maximum Annual Facilities Special Tax.

c. Affordable Units that Become Market-Rate Units. If, in any Fiscal Year, the City Manager, or his or her designee, determines that a Unit that previously had been

designated as an Affordable Unit no longer qualifies as such, the Affordable Housing Director shall update the Affordable Unit listing by denoting the change in status of the Unit, together with the effective date thereof. For all Affordable Units that are converted to Market-Rate Units, such Units shall be assigned the Maximum Annual Maintenance Special Tax per Unit based on their Tax Category as shown in **Attachment 4**, as adjusted by the Tax Escalation Factor.

d. Taxable Welfare Exemption Parcels. If a Developed Parcel becomes a Taxable Welfare Exemption Parcel, the previously assigned Maximum Annual Maintenance Special Tax will remain as the Maximum Annual Maintenance Special Tax for the Taxable Welfare Exemption Parcel.

e. Conversion of a Tax-Exempt Parcel to a Taxable Parcel. If a Tax-Exempt Parcel is not needed for public use and is converted to a taxable use or transferred to a private owner, it shall become subject to the Maintenance Special Tax. The Maximum Annual Maintenance Special Tax for the newly Taxable Parcel will be determined using the provisions of **Sections 5** and **6** of the RMA.

f. Taxable Parcels Acquired by a Public Agency. A Taxable Parcel that is acquired by a public agency after the CFD is formed will remain subject to the applicable Special Tax unless the Special Tax obligation is satisfied pursuant to Section 53317.5 of the Government Code. If the Special Tax obligation is not prepaid pursuant to Section 53317.5 of the Government Code, the Parcel becomes classified as a Taxable Public Parcel and will remain subject to the assigned Maximum Annual Maintenance Special Tax.

   An exception to this may be made if a Public Parcel, such as a park site, is relocated to a Taxable Parcel, in which case the previously Tax-Exempt Parcel of comparable acreage becomes a Taxable Parcel and the Maximum Annual Maintenance Special Tax from the previously Taxable Parcel is transferred to the new Taxable Parcel. This trading of a Parcel from a Taxable Parcel to a Public Parcel will be permitted to the extent there is no net loss in Maximum Annual CFD Special Tax Revenue and the transfer is agreed to by the owners of the Parcels involved in the transfer and the CFO.

6. Assignment of the Maximum Annual Special Tax

The Administrator shall assign the Maximum Annual Special Tax using the procedures identified below:

a. Classification of Parcels. For purposes of the next Fiscal Year tax levy, by June 30 of each Fiscal Year, using the Definitions in **Section 2**, the Parcel records of the Assessor's secured tax roll as of January 1, and other City development approval records, the Administrator shall cause:

   1. Each Parcel to be classified as a Taxable Parcel or Tax-Exempt Parcel.
   2. Each Parcel to be classified as a Developed Parcel, a Final Use Small Lot Parcel, a Small Lot Tentative Map Parcel, a Large Lot Parcel (including

Remainder Parcels), an Undeveloped Parcel, a Taxable Welfare Exemption Parcel, or a Taxable Public Parcel.

b. Assignment of the Maximum Annual Facilities Special Tax to Taxable Parcels. The Maximum Annual Facilities Special Tax will be assigned to each Taxable Parcel each Fiscal Year using the procedures (not all steps may be applicable for each such Parcel) in **Section 4**.

c. Assignment of the Maximum Annual Maintenance Special Tax to Taxable Parcels. In the Fiscal Year following the Transition Event, the Maximum Annual Maintenance Special Tax will be assigned to each Taxable Parcel each Fiscal Year using the procedures (not all steps may be applicable for each such Parcel) in **Sections 4** and **5**.

7. Calculating Annual Special Taxes

This section discusses the levy of the Facilities Special Tax and the Maintenance Special Tax. Collectively, these Special Taxes are included in the discussion of the assignment of the Maximum Annual Special Taxes. For the period following formation of the CFD until the Fiscal Year in which the Transition Event occurs, the Maximum Annual Special Tax shall refer to the Facilities Special Tax. Beginning with the Transition Year, the Maximum Annual Special Tax shall refer to the Maintenance Special Tax.

The Administrator will compute the Annual Facilities Costs or Annual Maintenance Costs and determine the annual Special Tax levy for each Taxable Parcel based on the assignment of the Special Tax in **Sections 4**, **5**, and **6**. The Administrator then will determine the tax levy for each Taxable Parcel using the following process.

Facilities Special Tax Levy

a. Compute the Annual Facilities Costs using the definition of Annual Facilities Costs in **Section 2**.

b. For all Taxable Parcels, calculate the Facilities Special Tax levy for each using the following steps:

Step 7.b.1. The Facilities Special Tax shall be levied proportionately on all Developed Parcels up to the amount of Annual Facilities Cost or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Developed Parcels, whichever is less, prior to applying any Capitalized Interest that is available in the accounts for the CFD.

Step 7.b.2. If additional revenue is needed after Step 7.b.1. and after applying Capitalized Interest to the Annual Facilities Cost, the Facilities Special Tax shall be levied proportionately on each Final Use Small Lot Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy amount computed in Step 7.b.1., equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Final Use Small Lot Parcels. As necessary,

the Facilities Special Tax shall be levied on Final Use Small Lot Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Step 7.b.3. If additional revenue is needed after *Step 7.b.3*. and after applying Capitalized Interest to the Annual Facilities Cost, the Facilities Special Tax shall be levied proportionately on each Small Lot Tentative Map Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy amount computed in *Step 7.b.3*., equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Small Lot Tentative Map Parcels. As necessary, the Facilities Special Tax shall be levied on Small Lot Tentative Map Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Step 7.b.4. If additional revenue is needed after *Step 7.b.3*., the Facilities Special Tax shall be levied proportionately on each Large Lot Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy amount computed through *Step 7.b.3*., equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Large Lot Parcels. As necessary, the Facilities Special Tax shall be levied on Large Lot Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Step 7.b.5. If additional revenue is needed after *Step 7.b.4*., the Facilities Special Tax shall be levied on each Undeveloped Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy amounts computed through *Step 7.b.4*., equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Undeveloped Parcels. As necessary, the Facilities Special Tax shall be levied on Undeveloped Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Step 7.b.6. If additional revenue is needed after *Step 7.b.5*., the Facilities Special Tax shall be levied on each Taxable Welfare Exemption Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy amounts computed through *Step 7.b.5*., equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Taxable Welfare Exemption Parcels. As necessary, the Facilities Special Tax shall be levied on Taxable Welfare Exemption Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Step 7.b.7. If additional revenue is needed after *Step 7.b.6*., the Facilities Special Tax shall be levied on each Taxable Public Parcel until the revenue from the Facilities Special Tax levy in this step, when added to the levy

amounts computed through *Step 7.b.6.*, equals the Annual Facilities Costs, or up to 100 percent of the Maximum Annual Facilities Special Tax Revenue for all Taxable Public Parcels. As necessary, the Facilities Special Tax shall be levied on Taxable Public Parcels for the entire portion of Annual Facilities Costs, excluding Pay-As-You-Go Costs.

Maintenance Special Tax Levy

a. Beginning in the Transition Year, compute the Annual Maintenance Cost using the definition of Annual Maintenance Costs in **Section 2**.

b. For all Taxable Parcels, calculate the Maintenance Special Tax levy for each using the following steps:

Step 7.d.1. The Maintenance Special Tax shall be levied proportionately on all Developed Parcels up to the amount of Annual Maintenance Cost or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Developed Parcels, whichever is less.

Step 7.d.2. If additional revenue is needed after Step 7.d.1., the Maintenance Special Tax shall be levied proportionately on each Final Use Small Lot Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amount computed in Step 7.d.1., equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Final Use Small Lot Parcels.

Step 7.d.3. If additional revenue is needed after *Step 7.d.3.*, the Maintenance Special Tax shall be levied proportionately on each Small Lot Tentative Map Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amount computed in *Step 7.d.3.*, equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Small Lot Tentative Map Parcels.

Step 7.d.4. If additional revenue is needed after *Step 7.d.3.*, the Maintenance Special Tax shall be levied proportionately on each Large Lot Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amount computed through *Step 7.d.3.*, equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Large Lot Parcels.

Step 7.d.5. If additional revenue is needed after *Step 7.d.4.*, the Maintenance Special Tax shall be levied on each Undeveloped Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amounts computed through *Step 7.d.4.*, equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Undeveloped Parcels.

Step 7.d.6. If additional revenue is needed after *Step 7.d.5*., the Maintenance Special Tax shall be levied on each Taxable Welfare Exemption Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amounts computed through *Step 7.d.5*., equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Taxable Welfare Exemption Parcels.

Step 7.d.7. If additional revenue is needed after *Step 7.d.6*., the Maintenance Special Tax shall be levied on each Taxable Public Parcel until the revenue from the Maintenance Special Tax levy in this step, when added to the levy amounts computed through *Step 7.d.6*., equals the Annual Maintenance Costs, or up to 100 percent of the Maximum Annual Maintenance Special Tax Revenue for all Taxable Public Parcels.

c. Levy on each Taxable Parcel the amount calculated above.

d. Prepare the Tax Collection Schedule and, unless an alternative method of collection has been selected pursuant to **Section 10**, send it to the County Auditor requesting that it be placed on the general, secured property tax roll for the Fiscal Year. The Tax Collection Schedule will be sent no later than the date required by the County Auditor for such inclusion.

   The Administrator will make every effort to calculate the Special Tax correctly for each Parcel. It will be the burden of the taxpayer to identify any errors in determining which Parcels are subject to the tax and their Special Tax assignments.

8. Prepayment of the Facilities Special Tax Obligation

A property owner may at any time prepay either 25 percent or 50 percent of the Full Prepayment, except that the City may allow a partial prepayment of any percentage up to 50 percent of the Full Prepayment to be made as a “buy down” of the rate for purposes of marketing the property by a builder or developer of land to be sold for Residential Use. In the event such a builder or developer has prepaid a portion of the Facilities Special Tax, the allowable 25 percent or 50 percent partial prepayment of the Facilities Special Tax that can be made by a subsequent owner shall be reduced by the amount so prepaid by the builder or developer. Full Prepayment is permitted only for Nonresidential Use Parcels; Full Prepayment is not allowable for Residential Use Parcels.

Prepayments must be made in sufficient time to, in the City’s opinion, have the Prepayment reflected in the following Fiscal Year’s Special Tax levy.

Prepayment is permitted only under the following additional conditions:

- The landowner prepaying the Facilities Special Tax on a Parcel has paid any delinquent Facilities Special Tax and penalties on that Parcel at or before or at the time of Prepayment.

- Following Prepayment, amounts in any debt service reserve fund are equal to or greater than the reserve fund requirement.
- The City determines that the Prepayment will not jeopardize its ability to make timely payments of Debt Service and maintain a 110 percent annual Debt Service coverage based on Maximum Annual Special Tax Revenues in all years in which issued Bonds will be outstanding.
- The portion of the Prepayment for the Development Impact Fee Deferral shall only be used to pay for the Development Impact Fee Deferral whether it was or is to be funded through annual special tax payments or through bonded indebtedness.

When permitted, the Administrator shall calculate Prepayments using the following steps:

a. The Full Prepayment amount shall be established by following the steps below:

Step 8.a.1: Determine the percentage of the Maximum Facilities Special Tax for the Taxable Parcel for which the Facilities Special Tax is to be prepaid using the provisions of **Sections 4**, **5**, and **6**. If the Parcel is not designated as a Developed Parcel, determine the applicable Facilities Special Tax for the Parcel assuming it is a Developed Parcel.

Step 8.a.2: Increase the Maximum Facilities Special Tax by 2 percent per annum for the longer of (i) 30 years from the year in which the Parcel was first subject to the Facilities Special Tax as a Developed Parcel, or (ii) the end of the then-remaining Initial Bonding Period.

Step 8.a.3: Using a discounted rate equal to the most current yield for the 30 Year Treasury Constant Maturity, calculate the net present value of the revenue stream determined in *Step 8.a.2*. If this yield is no longer available, the Administrator will select a yield rate from the most comparable type of security.

Step 8.a.4: Calculate this Parcel's Maximum Annual Facilities Special Tax as a percentage of the Maximum Annual Facilities Special Tax Revenue, assuming all Taxable Parcels are Developed Parcels to determine the Benefit Share for the prepaying Parcel. Multiply the Benefit Share by the Outstanding Bonds to determine the Bond Share for the prepaying Parcel. Multiply the Benefit Share by the Remaining Facilities Costs, as increased by ENR-CCI from the Base Year, to determine the Remaining Facilities Cost Share for the prepaying Parcel. Add the Bond Share to Remaining Facilities Cost Share for the prepaying Parcel.

Step 8.a.5: Use the greater of the amounts determined in *Step 8.a.3* or *Step 8.a.4* for the following calculations.

Step 8.a.6: Add to the amount from *Step 8.a.5* interest on the Bonds being redeemed to the next redemption date.

Step 8.a.7: Add to the amount calculated in *Step 8.a.6* a redemption premium on the Bonds being redeemed (if any) as identified in the Bond Indenture(s).

Step 8.a.8: Add to the amount calculated in *Step 8.a.7* the Development Impact Fee Deferral amount applicable to the Parcel, as adjusted for inflation using ENR-CCI. If Bonds have been issued to finance the Development Impact Fee Deferral, follow *Steps 8.a.2* and *8.a.3*, using for *Step 8.a.2* the longer of (i) 30 years from the year in which the Parcel was first subject to the Facilities Special Tax during the Deferral Bonding Period, or (ii) the end of the then-remaining Deferral Bonding Period.

Step 8.a.9: Add the administrative cost of processing the Prepayment to the amount calculated in *Step 8.a.8*.

Step 8.a.10: The amount in *Step 8.a.9* is the amount of the Full Prepayment of the Maximum Annual Special Tax for the Taxable Parcel.

b. Partial Prepayments will be calculated as described below:

The amount of any Partial Prepayment is limited to a maximum of 50 percent of the Full Prepayment amount determined in *Step 8.a.10*. When a Partial Prepayment is made, the full amount of Administrative fees and expenses determined in *Step 8.a.7* shall be included in the Partial Prepayment calculation. The Facilities Special Tax that can be levied on a Parcel after a Partial Prepayment is made is equal to the Maximum Facilities Special Tax multiplied by one minus the percentage that has been prepaid.

9. Interpretation, Application, and Appeal of Special Tax Formula and Procedures

Any taxpayer who feels the amount of the Special Tax assigned to a Parcel is in error may file a notice with the CFO appealing the levy of the Special Tax. The CFO then will promptly review the appeal and, if necessary, will meet with the applicant. If the CFO verifies that the tax should be modified or changed, the Special Tax levy will be corrected and, if applicable in any case, a credit or refund will be granted.

Interpretations may be made by the City, without Resolution or Ordinance of the Council, for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax rate, the method of apportionment, the classification of properties, or any definition applicable to the CFD.

Without Council approval, the CFO may make minor, non-substantive administrative and technical changes to the provisions of this RMA that do not materially affect the rate, method of apportionment, or manner of collection of the Special Tax for purposes of administrative efficiency or convenience or to comply with new applicable federal, state, or local law.

The City, upon request of an owner of land in the CFD that is not a Developed Parcel, also may amend this RMA in any manner acceptable to the City, without Resolution or Ordinance of the Council, upon the affirmative vote of such owner and without the vote of owners of any other land in the CFD, provided such amendment is only applicable to such owner's land and does not reduce the total Maximum Annual CFD Special Tax Revenue.

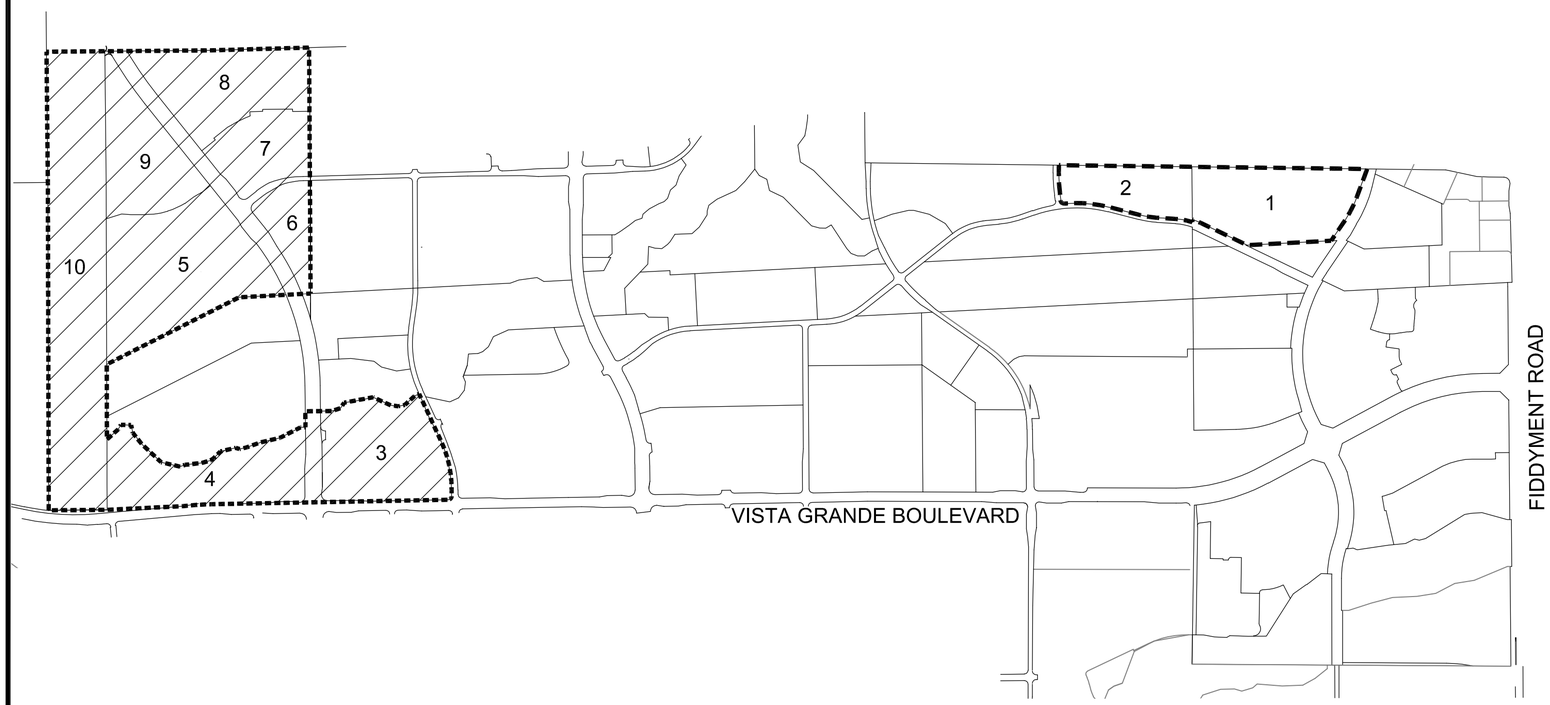
10. Manner of Collection

The Special Tax will be collected in the same manner and at the same time as ad valorem property taxes, provided, however, the Administrator or its designee may directly bill the Special Tax and may collect the Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, if necessary, to meet the City's financial obligations.

BOOK _____ OF COMMUNITY FACILITIES DISTRICT, PAGE _____

LABEL	APN	SVSP LOT NO.
1	498-010-026	JM-01
2	498-020-043	FD-07
3	498-020-021	FD-23
4	499-170-010	CO-03
5	499-170-006	CO-21
6	499-170-003	CO-22
7	499-170-020	CO-02
8	499-170-001 & 011	CO-01
9	499-170-004	CO-20
10	499-010-004	UR-92

Scale: 1"=800'



PROPOSED BOUNDARY OF CITY OF ROSEVILLE

VILLAGES WEST

COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES)

BEING A PORTION OF SECTIONS 26, 27, 34, 35 & 36, T. 11 N. , R. 5 E., M.D.M.
CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA
SCALE: 1" = 800' SHEET 1 OF 1

LEGEND:

PROPOSED INITIAL CFD AND IMPROVEMENT AREA NO. 1 BOUNDARY

FUTURE ANNEXATION AREA BOUNDARY

1 LOT LABEL

CITY CLERK'S STATEMENT:

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA THIS _____ DAY OF _____, 2026.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE VILLAGES WEST COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES), CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, AT A REGULAR MEETING THEREOF HELD ON THE ____ DAY OF _____, 2026, BY ITS RESOLUTION NUMBER. _____.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

RECORDER'S STATEMENT:

FILED THIS _____ DAY OF _____, 2026, AT THE HOUR OF _____ O'CLOCK, __.M.,

IN BOOK _____ OF MAPS OF COMMUNITY FACILITIES DISTRICT, AT PAGE _____,

IN THE OFFICE OF THE RECORDER OF THE COUNTY OF PLACER, STATE OF CALIFORNIA.

DOC NO._____

RYAN RONCO
PLACER COUNTY RECORDER

FEE: _____

BY:_____
DEPUTY

MAP PREPARED BY: JUNE, 2026

BAKER-WILLIAMS ENGINEERING GROUP
Engineering / Surveying / Land Planning / Entitlement Processing / GPS Services
6939 Sunrise Boulevard, Suite 112 • Citrus Heights, California 95610-3153
(916) 331-4336 ~ fax (916) 331-4430 ~ office@bwengineers.com ~ www.bwengineers.com

SHEET 1 OF 1

Attachment 2
Villages West CFD No. 1 (Public Facilities)
CFD Special Tax Analysis
Maximum Annual Facilities Special Taxes by Tax Category - Base Year 2026-27 [1]

Expected Land Uses (Tax Category)	Facilities Special Tax per Unit/Taxable Acre Before Transition Event [1]	 After Transition Event
Residential Uses	*per Unit*	*per Unit*
Low Density Residential (LDR) [2]	$3,500	$0
Medium Density Residential (MDR)	$2,500	$0
High Density Residential (HDR)		
High Density Residential (HDR) For-Sale [3]	$0	$0
High Density Residential (HDR) For-Rent [3]	$0	$0
Affordable Medium Density Residential	$1,250	$0
Affordable High Density Residential [4]	$0	$0
Very Low Affordable High Density Residential [2]	$0	$0
Nonresidential Uses [4]	***per Taxable Acre***	***per Taxable Acre***
Mixed Use (MU) [4]	$0	$0
Business Professional (BP) [4]	$0	$0
Community Commercial (CC) [4]	$0	$0
Undeveloped Property	**$18,469**	**$0**

Source: Economic & Planning Systems

[1] This amount is subject to increase by the Tax Escalation Factor in each Fiscal Year following the Base Year as described in the RMA.

[2] There are no LDR parcels included this original CFD formation. Maximum Facilities Special Taxes will be established for LDR uses with each new CFD annexation or Improvement Area annexation.

[3] If a LDR or MDR is rezoned to a use with an identified Special Tax $0 in this attachment, the Special Tax would be assigned using the provisions of Section 4 of this RMA.

[4] If a Low Density Residential, Medium Density Residential or Affordable Medium Density Residential Parcel with a Special Tax is rezoned to a use with an identified Special Tax of $0 in this attachment, the Special Tax would be assigned to the Parcel using the provisions of Section 4 of this RMA.

Attachment 3
Villages West CFD No. 1 (Public Facilities)
CFD Special Tax Analysis
Maximum Annual Facilities Special Taxes by Tax Category - Base Year 2026-27 [1]

Large Lot Number [1]	Original Parcel(s)	Tax Category	Acres	Planned Units	Planned Units per Acre	Assigned Maximum Annual Facilities Special Tax per Unit [2][3]	Assigned Maximum Annual Facilities Special Tax per Taxable Acre [2][3]	Assigned Maximum Annual Facilities Special Tax per Village [2][3]
JM-1	498-010-026-000	MDR	17.00	134	7.88	$2,500	$0	$335,000
FD-7	498-020-043-000	MDR	8.99	58	6.45	$2,500	$0	$145,000
CFD Totals			**25.99**	**192**	7.39			**$480,000**

Source: Economic & Planning Systems

[1] Indicates the village identifier assigned by the City in the Sierra Vista Specific Plan.

[2] This amount is subject to increase by the Tax Escalation Factor in each Fiscal Year following the Base Year as described in the RMA.

[3] If amended to include Annexation Parcels, the Maximum Annual Facilities Special Tax for Annexation Parcels would also be subject to the Tax Escalation Factor.

Z:\Shared\Projects\SAC\262000\262046 Roseville Villages West CFD No 1 Formation Tech Support\Models\[262046 Model.xlsx]Attachment 3

Attachment 4
Villages West CFD No. 1 (Public Facilities)
CFD Special Tax Analysis
Maximum Annual Maintenance Special Taxes by Category - Base Year 2026-27 [1]

Expected Land Uses (Tax Category)	Maintenance Special Tax per Unit/Taxable Acre Before Transition Event [1]	After Transition Event
Residential Uses		
Low Density Residential (LDR) [2]	$0	$1,750
Medium Density Residential (MDR)	$0	$1,250
High Density Residential (HDR)		
High Density Residential (HDR) For-Sale [3]	$0	$0
High Density Residential (HDR) For-Rent [3]	$0	$0
Affordable Medium Density Residential	$0	$625
Affordable High Density Residential [4]	$0	$0
Very Low Affordable High Density Residential [4]	$0	$0
Nonresidential Uses [4]	***per Taxable Acre***	
Mixed Use (MU) [4]	$0	$0
Business Professional (BP) [4]	$0	$0
Community Commercial (CC) [4]	$0	$0
Undeveloped Property	$0	$0

Source: Economic & Planning Systems

[1] This amount is subject to increase by the Tax Escalation Factor in each Fiscal Year following the Base Year as described in the RMA.

[2] There are no LDR parcels included this original CFD formation. Maximum Facilities Special Taxes will be established for LDR uses with each new CFD annexation or Improvement Area annexation.

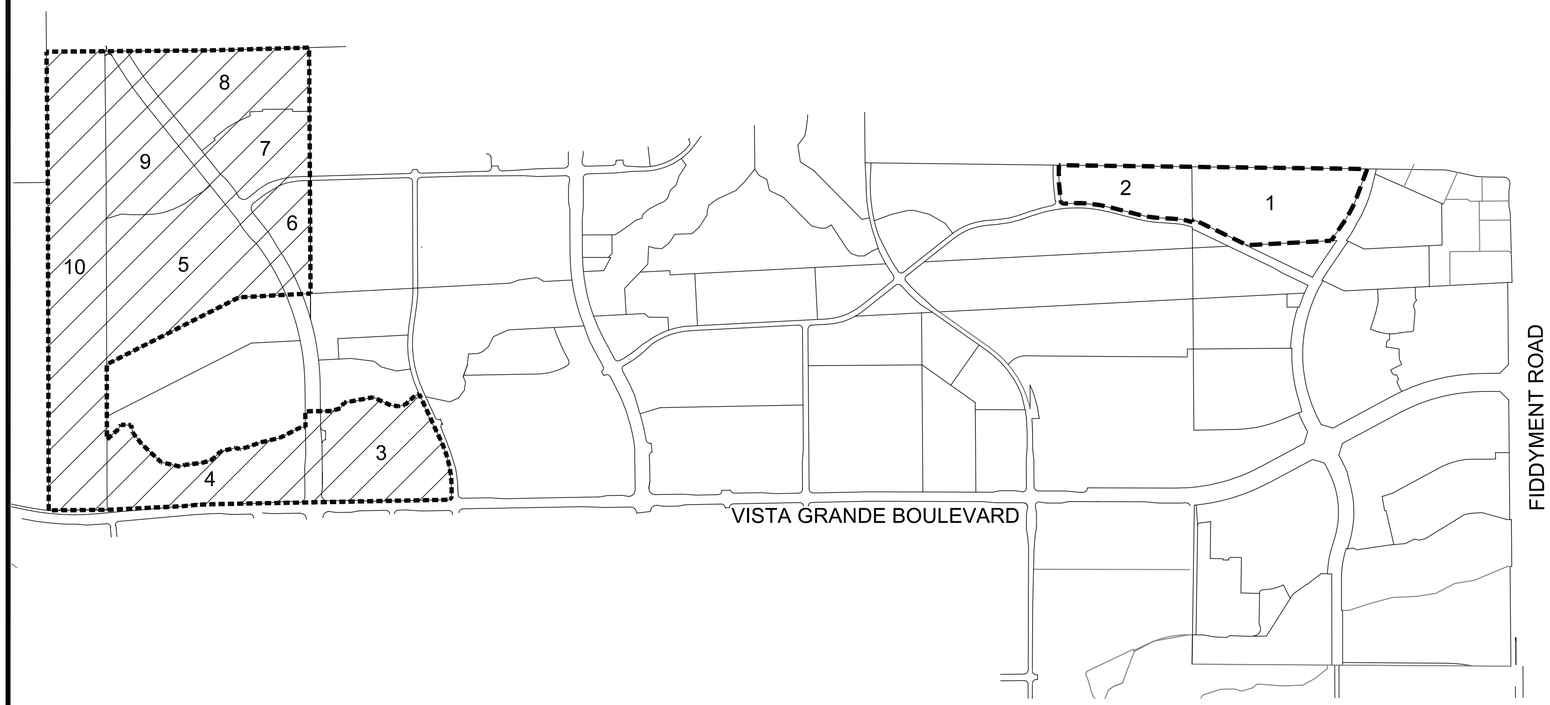
[3] If a LDR, MDR, Affordable Medium Density Residential is rezoned to a use with an identified Special Tax $0 in this attachment, the Special Tax would be assigned using the provisions of Section 4 of this RMA.

[4] If a Low Density Residential, Medium Density Residential or Affordable Medium Density Residential Parcel with a Special Tax is rezoned to a use with an identified Special Tax of $0 in this attachment, the Special Tax would be assigned to the Parcel using the provisions of Section 4 of this RMA.

BOOK _____ OF COMMUNITY FACILITIES DISTRICT, PAGE _____

LABEL	APN	SVSP LOT NO.
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6	499-170-003	CO-22
7	499-170-020	CO-02
8	499-170-001 & 011	CO-01
9	499-170-004	CO-20
10	499-010-004	UR-92

Scale: 1"=800'



PROPOSED BOUNDARY OF CITY OF ROSEVILLE

VILLAGES WEST

COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES)

BEING A PORTION OF SECTIONS 26, 27, 34, 35 & 36, T. 11 N. , R. 5 E., M.D.M.
CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA
SCALE: 1" = 800' SHEET 1 OF 1

LEGEND:

PROPOSED INITIAL CFD AND IMPROVEMENT AREA NO. 1 BOUNDARY

FUTURE ANNEXATION AREA BOUNDARY

1 LOT LABEL

CITY CLERK'S STATEMENT:

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA THIS _____ DAY OF _____, 2026.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE VILLAGES WEST COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES), CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, AT A REGULAR MEETING THEREOF HELD ON THE ____ DAY OF _____, 2026, BY ITS RESOLUTION NUMBER. _____.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

RECORDER'S STATEMENT:

FILED THIS _____ DAY OF _____, 2026, AT THE HOUR OF _____ O'CLOCK, __.M.,

IN BOOK _____ OF MAPS OF COMMUNITY FACILITIES DISTRICT, AT PAGE _____,

IN THE OFFICE OF THE RECORDER OF THE COUNTY OF PLACER, STATE OF CALIFORNIA.

DOC NO._____

RYAN RONCO
PLACER COUNTY RECORDER

FEE: _____

BY:_____
DEPUTY

MAP PREPARED BY: JUNE, 2026

BAKER-WILLIAMS ENGINEERING GROUP
Engineering / Surveying / Land Planning / Entitlement Processing / GPS Services
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SHEET 1 OF 1

EXHIBIT B

City of Roseville
Villages West Specific Plan
Community Facilities District No. 1
(Public Facilities)
Placer County, California

LIST OF AUTHORIZED FACILITIES AND SERVICES

LIST OF AUTHORIZED FACILITIES

Transportation Improvements

Public roadway improvements designed to meet the needs of the project, including those improvements identified in the project Development Agreement (DA) Sections 3.5.17 and 3.5.18, including but not limited to; Eligible roadway improvements include the following items: acquisition of land and easements; roadway design; project management; geotechnical engineering, testing and observations, bridge crossings and culverts; clearing, grubbing, and demolition; grading, soil import/export, paving (including slurry seal), and decorative/enhanced pavement concrete or pavers; power pole relocations; joint trenches, underground utilities, and undergrounding of existing utilities; dry utilities and appurtenances; curbs, gutters, sidewalks, bike trails (including on- and off-site), park and ride facilities, bus rapid transit improvements, including transfer stations and regional public transit improvements; retaining walls, sound walls, enhanced fencing, and access ramps; street lights, signalization, and traffic signal control systems; bus turnouts; signs and striping; erosion control; median and parkway landscaping and irrigation; entry monumentation; bus shelters; masonry walls; traffic control and agency fees; and other improvements related thereto. Eligible improvements for the roads listed above also include any and all necessary underground potable and non-potable water, sanitary sewer, and storm drainage system improvements.

- Federico Drive
- Earl Rush Drive (formerly Federico Drive).
- Fiddyment Road.
- Market Street.
- Nicole Gee Drive (formerly Sierra Glen Drive).
- Santucci Boulevard.
- Summerfaire Drive.
- Silver Spruce Drive.
- Sierra Glen Drive.
- Upland Drive.
- Vista Park Drive.
- Vista Grande Boulevard.
- Westbrook Boulevard.

Potable and Non-Potable Water System Improvements

Authorized facilities include any and all on- and off-site backbone water facilities designed to meet the needs of development of the project. These facilities include potable and non-potable mains, valves, services, and appurtenances; wells; and water treatment and storage facilities, and related improvements, including but not limited to: site clearing, grading, and paving; curbs and gutters; recycled water storage tanks, booster pump stations, and all appurtenances thereto; wells; water treatment; stand-by generator; site lighting, drainage, sanitary sewer, and water service; landscaping and irrigation; access gates and fencing; striping and signage; and the following:

- Water lines in/associated with authorized facility roads.
- Recycled water lines in/associated with authorized facility roads.
- Well construction or financial contributions thereto on, but not limited to JM-60.
- Water Tank Site Improvements (DA Section 3.8.2).
- Recycled Water Storage Tank Facility
- Reimbursement obligation for the Baseline Road 24" water line (DA Section 3.8.3).
- CFD obligations for RW tank(s) required by DA Section 3.9.

Drainage System Improvements

Authorized facilities include any and all on- and off-site backbone drainage and storm drainage improvements designed to meet the needs of development of the project. These facilities include mains, pipelines and appurtenances, outfalls and water quality measures, temporary drainage facilities, detention/retention basins, and drainage pretreatment facilities; drainage ways/channels, pump stations, landscaping, and irrigation; access roads, gates, and fencing; striping and signage; and the following:

- All storm drain lines and facilities in/associated with authorized facility roadways.
- Retention, detention, hydro-modification, and other drainage facilities.

Wastewater System Improvements

Authorized facilities include any and all on- and off-site backbone wastewater facilities designed to meet the needs of development of the project. These facilities include pipelines and all appurtenances thereto; manholes; tie-in to existing main line; force mains; lift stations; odor-control facilities; sewer treatment plant improvements and permitting related thereto; and related sewer system improvements, including but not limited to:

- All wastewater facilities in/associated with authorized facility roadways.

Solid Waste Improvements

Authorized facilities include any and all backbone solid waste improvements designed to meet the needs of development of the project. Eligible improvements also include the project's pro-rata contribution, as

described in the project DA, to the Sierra Vista Specific Plan (SVSP) Solid Waste Recycling Center (DA Section 3.26(iii)).

Park, Landscape Corridor and Paseo Improvements
Authorized facilities include any and all improvements to parks, landscape corridors and paseos located in the project, including but not limited to:

- Construction of Park Sites as identified by the Specific Plan.
- Construction of Paseos as identified by the Specific Plan.

Open Space Improvements

Authorized facilities include any and all open space improvements designed to meet the needs of development of the project, including bike trails, bike/pedestrian bridges, storm drain crossings, storm drain detention/retention, wetland mitigation, tree mitigation, on- and off-site hawk/raptor mitigation, agricultural mitigation or wetland mitigation, property acquisition, endowment payments for open space management, landscaping and irrigation, access gates and fencing, and related open space improvements, including but not limited to:

- Improvements as identified by the Specific Plan.
- Wetland creation mitigation, fencing, etc.

Utilities

Authorized facilities include any and all on- and off-site utility improvements designed to meet the needs of development of the project. All utility improvements, easement payments, and land acquisition not located under or alongside transportation improvements are considered authorized facilities. Authorized facilities also shall include costs related to the acquisition of the off-site electric substation site; site clearing; grading; street frontage improvements, including curbs, gutters, and paving; and construction of an all-weather access road to the site from the nearest public street or extension of temporary 12kV overhead lines as described in the project DA, including but not limited to:

- SVSP Electric Substation site acquisition, and improvements required by DA Section 3.11.3.
- Temporary overhead 12kV lines to loop SVSP substation to line in WRSP Phase 3 and 4.

Other Public Facilities

Authorized facilities includes any and all public facilities or infrastructure, including the project's pro-rata contribution to the land acquisition of the off-site fire station site, site clearing, grading, and street frontage improvements including curbs, gutters, and paving, including but not limited to:

- Fire Station site reimbursement obligations in DA Section 3.23.

Development Impact Fees

Authorized facilities include development impact fees paid and not otherwise reimbursed, whether standard City or County fees levied at the time of the issuance of a building permit or required as part of the DA for the property. Fees include, but are not limited to, the South Placer Regional Transportation

Authority Tier II Traffic Fee, City of Roseville City Wide Park Fee, City of Roseville Public Facilities Fee, and Public Benefit Fee (as defined in Section 3.14.3 of the DA for the property).

Formation, Administrative, and Incidental Expenses

In addition to the above facilities, other expenses incidental to the above and authorized by the Mello-Roos Community Facilities Act of 1982, including but not limited to: the cost of planning, permitting, and designing the facilities (including the cost of environmental evaluation, orthophotography, environmental remediation/mitigation, and preparation of an overarching Operation and Maintenance Plan for the City of Roseville Open Space Preserves); land acquisition and easement payments for the facilities; project management; construction staking; engineering studies and reports; utility relocation and demolition costs incidental to construction of the facilities, wetland/Species mitigation purchase; reimbursements to other areas for infrastructure facilities or planning serving development in the Project; Sierra Vista Specific Plan planning, legal, engineering, technical studies costs related to the facilities and any other expenses incidental to the construction, completion, and inspection of the facilities.
In addition, costs eligible to be financed by the CFD shall include all costs associated with the formation and ongoing administration of the CFD and issuance of bonds; determination of the amount of taxes and collection of taxes; inspection, plan check and other costs related to acceptance of the facilities by the City, payment of taxes; and any other costs incurred to carry out the authorized purposes of the CFD.

Authorized Services

The authorized services to be funded from the levy and collection of annual maintenance special taxes are the provision of public services, maintenance and operation related to any facilities authorized to be funded by the Project with a useful life of five or more years, including but not limited to performance by employees of functions and repair activities. Maintenance as used herein includes replacement and the creation and funding of a reserve fund to pay for replacement of such facilities. The maintenance special taxes shall only fund authorized services to the extent that they are in addition to those provided to land within the CFD prior to the creation of the CFD.
In addition, costs eligible to be financed by the CFD shall include all costs associated with the formation and ongoing administration of the CFD and issuance of bonds; determination of the amount of taxes and collection of taxes; inspection, plan check and other costs related to acceptance of the facilities by the City, payment of taxes; and any other costs incurred to carry out the authorized purposes of the CFD.

EXHIBIT C

FORM OF

NOTICE OF PUBLIC HEARING ON PROPOSED CITY OF ROSEVILLE
VILLAGES WEST COMMUNITY FACILITIES DISTRICT NO. 1 (Public Facilities)
AND FUTURE ANNEXATION AREA
CITY OF ROSEVILLE, PLACER COUNTY, CALIFORNIA

The City of Roseville is considering the formation of a community facilities district (the "CFD"), the designation of Improvement Area No. 1, and establish a future annexation area for the CFD (the "Future Annexation Area") under the authority of the Mello-Roos Community Facilities Act of 1982, as amended, to fund certain facilities related to new development within the City of Roseville, and to incur bonded indebtedness of the CFD.

This Notice contains a brief summary of the proposal, but you are referred to the City Council's Resolution of Intention of the City Council of the City of Roseville to Form a Community Facilities District, Designate an Improvement Area therein, Establish a Future Annexation Area, Provide for Additional Future Improvement Areas Therein, and to Authorize the Levy of a Special Tax therein to Finance Public Facilities and Public Services in and for Such Community Facilities District (No. 26-_____, adopted July 15, 2026) and its Resolution of The City Council of the City of Roseville of Intention to Incur Bonded Indebtedness to Finance the Acquisition and Construction of Certain Facilities in and for the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) and Improvement Areas Therein (No. 26-_____, adopted July 15, 2026) for details of the proposals.

The proposal is to subject the property within the CFD to a special tax which will be used to pay for authorized services and facilities within the CFD, including paying principal and interest on bonds used to build facilities. The proceeds of the bonds will be used to pay for the facilities and other expenses set forth in the resolutions referred to in the preceding paragraph. A map showing the land proposed to be included in the CFD is on file with the City Clerk.

Property within the Future Annexation Area may be annexed to Improvement Area No. 1, any other Improvement Area then-existing, or a new Improvement Area of the CFD, and a special tax will be levied on such property, only with the unanimous approval of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed to the CFD, without additional hearings or proceedings.

As set forth below, the City Council will hold a public hearing on the establishment of the CFD, the designation of Improvement Area No. 1, and the establishment of the Future Annexation Area, the services and the facilities to be financed by the CFD, and the levy of the special tax within the CFD.

The proposal also includes authority to issue bonds to be repaid by the facilities portion of the special tax. The bonded indebtedness for the CFD is proposed in an amount not to exceed $176,000,000 (the "Authorization"), initially allocated as follows: (i) for Improvement Area No. 1, $34,000,000 and (ii) for the portion of the CFD that is not in Improvement Area No. 1, $142,000,000. Indebtedness subject to the Authorization shall only include indebtedness evidenced by bonds or notes and shall not include bonds described in Section 53364.2(e) of the Act. Neither the City of Roseville nor any person outside the CFD has any liability for the special

tax or the bonds. The security for the bonds is limited to the property subject to the special tax within the applicable Improvement Area of the CFD.

In order to confer the authority upon the City Council of the City of Roseville to levy the special tax and to issue the bonds, a public hearing must be held on the proposal, then the City Council will decide whether to form the CFD, and finally the qualified electors within the CFD must approve the proposal by a two-thirds vote. Where the CFD is uninhabited (as is the case here) the qualified electors are, pursuant to law, the owners of property within the CFD.

This is the notice of the public hearing. The public hearing will be held during the City Council meeting on August 19, 2026 at 6:00 p.m., or as soon thereafter as the matter may be heard, in the Roseville Civic Center Council Chambers located at 311 Vernon Street, Roseville, California 95678.

At the hearing, the testimony of all interested persons or potential special taxpayers for or against the formation of the CFD and the Future Annexation Area, the authorization to levy the special tax, and the authorization to issue the bonds will be heard.

If written protests against the proposed CFD are delivered to the City Clerk at or before the time set for the hearing by either registered voters residing within, or the owners of property within, the proposed CFD, they will be counted toward a possible majority protest. Such protests by a majority of the registered voters residing within the CFD or by the owners of a majority of the land area within CFD which is or will be subject to the special tax, if not withdrawn prior to the close of the hearing so as to reduce the value of the protests to less than a majority, will require the proposed CFD to be eliminated from immediate consideration, and prevent its being included in a subsequent proceeding for at least one year.

If written protests against the establishment of the proposed Future Annexation Area are delivered to the City Clerk at or before the time set for the hearing by either registered voters residing within, or the owners of property within, the proposed Future Annexation Area, they will be counted toward a possible majority protest. Such protests by a majority of the registered voters residing within the proposed Future Annexation Area or by the owners of a majority of the land area within the proposed Future Annexation Area which is or will be subject to the special tax when annexed to the CFD, if not withdrawn prior to the close of the hearing so as to reduce the value of the protests to less than a majority, the City Council shall take no further action to create the Future Annexation Area for a period of one year from the date of decision of the City Council.

If the City Council, after the public hearing, determines that a majority protest under Section 53324 of the California Government Code was not made at the hearing, the City Council may conduct an election by mailed ballot to levy a special tax within the CFD.

Questions should be directed to the undersigned, telephone (916) 774-5263.

Dated: _____, 2026

/s/ Carmen Avalos
Carmen Avalos, City Clerk
City of Roseville

CITY COUNCIL OF THE CITY OF ROSEVILLE

RESOLUTION NO. 26-287

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE OF INTENTION TO INCUR BONDED INDEBTEDNESS TO FINANCE THE ACQUISITION AND CONSTRUCTION OF CERTAIN FACILITIES IN AND FOR THE CITY OF ROSEVILLE VILLAGES WEST COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES) AND IMPROVEMENT AREAS THEREIN

WHEREAS, the City Council of the City of Roseville (the "City Council") has this date adopted its Resolution of Intention of the City Council of the City of Roseville to Form a Community Facilities District, Designate an Improvement Area Therein, Establish a Future Annexation Area, Provide for Additional Future Improvement Areas, and to Authorize the Levy of a Special Tax Therein to Finance Facilities and Public Services in and for Such Community Facilities District (the "Resolution of Intention"), stating its intention to form the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities) (the "CFD"), "Improvement Area No. 1 of the City of Roseville Villages West Community Facilities District No. 1 (Public Facilities)" ("Improvement Area No. 1") therein, and a future annexation area for the CFD (the "Future Annexation Area") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code (the "Act"), for the purpose of financing certain improvements (the "Facilities") and services, as further provided in that Resolution of Intention; and

WHEREAS, in order to finance the costs of the Facilities it is necessary to incur bonded indebtedness in one or more series for the CFD and to establish a bonded indebtedness limit for the CFD and a bonded indebtedness limit for Improvement Area No. 1 and any future improvement area ("Improvement Area") annexed from the Future Annexation Area ("Future Improvement Area"); and

WHEREAS, under the Act, parcels within the Future Annexation Area may be annexed into Improvement Area No. 1 of the CFD, any other then-existing Improvement Area, or a newly-designated separate Improvement Area to be designated at the time of such annexation, in each case only with the unanimous approval (each, a "Unanimous Approval") of the owner or owners of each parcel or parcels to be annexed at the time that parcel or those parcels are annexed, without any requirement for further public hearings or additional proceedings; and

WHEREAS, in order to finance the costs of the Facilities to be financed by an Improvement Area, it is necessary to incur bonded indebtedness in one or more series for the CFD, Improvement Area No. 1, and provide a means to establish a bonded indebtedness limit for Future Improvement Areas designated in the future from the Future Annexation Area.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ROSEVILLE RESOLVES AS FOLLOWS:

1. The City Council declares and finds that in order to finance the acquisition and construction of Facilities described in the Resolution of Intention and to be financed by the CFD it is necessary to incur a bonded indebtedness for the CFD.

2. The purpose for which the proposed debt for the CFD is to be incurred is to provide the funds necessary to pay for the cost of Facilities authorized to be financed by the CFD.

3. In order to finance the costs of the Facilities, it is necessary for the City to incur bonded indebtedness for the CFD in an amount not to exceed $176,000,000 (the "Authorization"), initially allocated as follows: (i) for Improvement Area No. 1, $34,000,000 and (ii) for the portion of the CFD that is not in Improvement Area No. 1, $142,000,000 (the "Future Improvement Area Indebtedness Limit"). Indebtedness subject to the Authorization shall only include indebtedness evidenced by bonds or notes and shall not include bonds described in Section 53364.2(e) of the Act.

Upon designation of a parcel or parcels annexed into the CFD from the Future Annexation Are as a Future Improvement Area, the Unanimous Approval shall include an authorization to incur bonded indebtedness for such Future Improvement Area in a maximum amount which does not exceed the Future Improvement Area Indebtedness Limit net of the amount or amounts of the Future Improvement Area Indebtedness Limit previously established for an annexed Future Improvement Area, which limit shall be set forth in a Unanimous Approval. Such allocation may be made without any requirement for further public hearings, City Council action or other additional proceedings, and the City shall include the Unanimous Approval in the City records for the CFD. The amount of bond authorization allocated to a new Future Improvement Area that is not used may be reallocated back to the CFD for allocation to another new Future Improvement Area.

4. It is the intention of the City Council that any such bonds issued shall be made callable in accordance with the terms of the Act and as more specifically to be set forth in any resolution authorizing issuance of the bonds, and shall be issued in such series and bear interest payable semi-annually or in such other manner as the City Council shall determine, at a rate not to exceed the maximum rate of interest as may be authorized by applicable law at the time of sale of such bonds, and shall mature not to exceed 40 years from the date of the issuance thereof. Bonds may be issued for any Improvement Area and secured independently of any other improvement Area.

5. In the event any series of bonds issued under the Authorization is refunded to produce savings meeting the requirement of Section 53364.2 of the Act, all or a portion of the savings achieved through the issuance of refunding bonds may be used to finance Facilities insofar as the savings component provides capacity for bonded indebtedness in excess of that being refunded, and such additional bonded indebtedness shall not reduce and may exceed the amount of bonded indebtedness authorized herein. Similarly, in the event any series of bonds issued under an authorization of bonds for any Future Annexation Area is refunded to produce savings meeting the requirement of Section 53364.2 of the Act, all or a portion of the savings achieved through the issuance of such refunding bonds may be used to finance Facilities insofar as the savings component provides capacity for bonded indebtedness in excess of that being refunded, and such additional bonded indebtedness shall not reduce and may exceed the amount of bonded indebtedness authorized for such Improvement Area.

6. The City Council hereby sets Wednesday, August 19, 2026, at 6:00 p.m., at the City of Roseville Civic Center Council Chambers located at 311 Vernon Street, Roseville, California 95678, as the time and place for a hearing by the City Council on the proposed bond issue for Improvement Area No. 1. At that time and place any persons interested, including any persons owning property in the CFD, will be heard.

7. The City Clerk is hereby directed to cause notice of said public hearing to be given by one-time publication in a newspaper of general circulation circulated within the CFD and the Future Annexation Area. The publication of said notice shall be completed at least 7 days before the date herein set for said public hearing. Such notice shall be substantially in the form specified in Section 53346 of the Act, with the form summarizing the provisions hereof hereby specifically approved.

8. This Resolution shall take effect from and after its adoption.

* * * * * *

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Roseville, California, at a regularly scheduled meeting thereof, held on the _____ day of _____, 2026 by the following vote of the City Council:

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

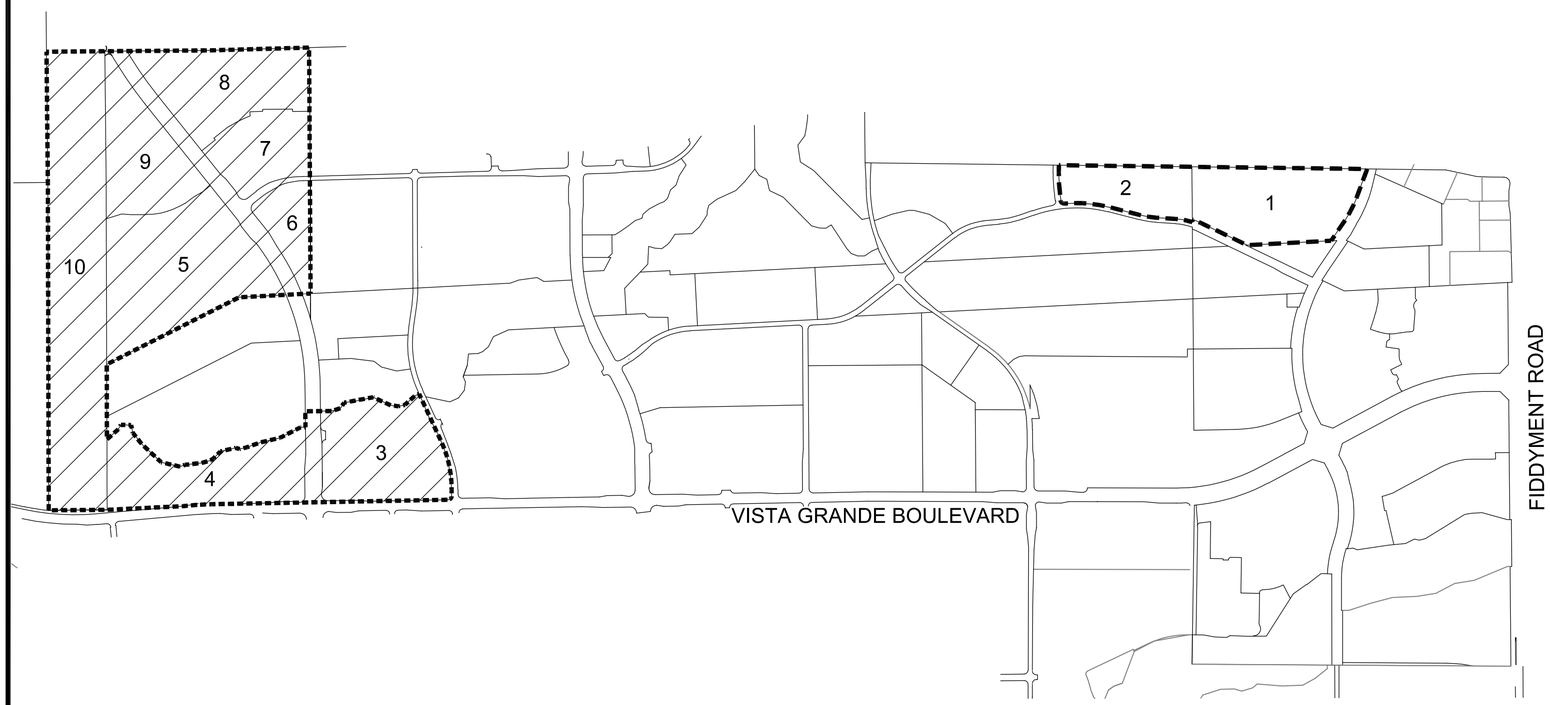
_____
Mayor

ATTEST:

_____
City Clerk of the City of Roseville

LABEL	APN	SVSP LOT NO.
1	498-010-026	JM-01
2	498-020-043	FD-07
3	498-020-021	FD-23
4	499-170-010	CO-03
5	499-170-006	CO-21
6	499-170-003	CO-22
7	499-170-020	CO-02
8	499-170-001 & 011	CO-01
9	499-170-004	CO-20
10	499-010-004	UR-92

Scale: 1"=800'



PROPOSED BOUNDARY OF CITY OF ROSEVILLE

VILLAGES WEST

COMMUNITY FACILITIES DISTRICT NO. 1
(PUBLIC FACILITIES)

BEING A PORTION OF SECTIONS 26, 27, 34, 35 & 36, T. 11 N. , R. 5 E., M.D.M.
CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA
SCALE: 1" = 800' SHEET 1 OF 1

LEGEND:

PROPOSED INITIAL CFD AND IMPROVEMENT AREA NO. 1 BOUNDARY

FUTURE ANNEXATION AREA BOUNDARY

1 LOT LABEL

CITY CLERK'S STATEMENT:

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA THIS _____ DAY OF _____, 2026.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE VILLAGES WEST COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES), CITY OF ROSEVILLE, COUNTY OF PLACER, STATE OF CALIFORNIA WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, AT A REGULAR MEETING THEREOF HELD ON THE ____ DAY OF _____, 2026, BY ITS RESOLUTION NUMBER. _____.

_____
CARMEN AVALOS, CITY CLERK
CITY OF ROSEVILLE
PLACER COUNTY, CALIFORNIA

RECORDER'S STATEMENT:

FILED THIS _____ DAY OF _____, 2026, AT THE HOUR OF _____ O'CLOCK, __.M.,

IN BOOK _____ OF MAPS OF COMMUNITY FACILITIES DISTRICT, AT PAGE _____,

IN THE OFFICE OF THE RECORDER OF THE COUNTY OF PLACER, STATE OF CALIFORNIA.

DOC NO._____

RYAN RONCO
PLACER COUNTY RECORDER

FEE: _____

BY:_____
DEPUTY

MAP PREPARED BY: JUNE, 2026

BAKER-WILLIAMS ENGINEERING GROUP
Engineering / Surveying / Land Planning / Entitlement Processing / GPS Services
6939 Sunrise Boulevard, Suite 112 • Citrus Heights, California 95610-3153
(916) 331-4336 ~ fax (916) 331-4430 ~ office@bwengineers.com ~ www.bwengineers.com

SHEET 1 OF 1

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.11
File #: 0203-06
Item ID: 2026-633

Title:	Public Safety Software Cloud Solution - Sole Source Agreement
Contact:	Melissa Patrick 916-774-5127 mpatrick@roseville.ca.us

SUMMARY

Staff recommends approval of a sole source Software as a Service (SaaS) agreement with Tyler Technologies, Inc., transitioning the City's existing Tyler systems into a secure, cloud-hosted environment and updates the terms related to service delivery, support, and maintenance. Tyler Technologies is the only provider capable of delivering, migrating, and hosting the City's current suite of Tyler public safety applications; computer-aided dispatch, records management, reporting, mobile systems, and numerous integrated interfaces within a unified, Criminal Justice Information Services compliant environment. The initial term runs from August 1, 2026, through July 31, 2029. The total cost for the three-year initial term, including one-time implementation fees and recurring SaaS subscription charges, is $1,622,794.19.

RECOMMENDATION

The Information Technology Department requests City Council approval of a new Tyler Technologies Software as a Service (SaaS) Agreement. This agreement establishes a new cloud-based contract for the City's existing Tyler applications, transitioning computer-aided dispatch, records management system, mobile tools, reporting, data, and interfaces from the current on-premise setup into Tyler's hosted SaaS environment. The agreement modernizes system operations with cloud hosting through Tyler and Amazon Web Services GovCloud, updated security and uptime standards, disaster recovery commitments, and professional services to support the migration. The initial term runs August 1, 2026, through July 31, 2029. The total cost for the three-year initial term, including one-time implementation fees and recurring SaaS costs, is $1,622,794.19.

BACKGROUND

The City currently licenses various Tyler Technologies applications used for public safety operations, including computer-aided dispatch, records management, reporting, mobile communications, and multiple interfaces. These systems are presently deployed on-premise under a long-standing agreement with Tyler. Tyler's Software as a Service (SaaS) model provides modern, cloud-hosted delivery of these systems, offering secure hosting through Tyler and Amazon Web Services GovCloud, continuous updates, defined service levels, disaster recovery capabilities, and structured support processes. These systems are already extensively embedded in Police, Fire, Communications, and Information Technology workflows under a long-standing agreement with Tyler. Migrating to another vendor would require replacing mission-critical systems, re-engineering all interfaces, retraining users across multiple departments, and introducing substantial operational risk to public safety functions.

Additionally, maintaining our Public Safety data within the City's existing enterprise Tyler environment is essential for safeguarding security, accuracy, and continuity of operations. Tyler's SaaS model provides secure hosting in AWS GovCloud, continuous updates, disaster-recovery commitments, and structured

support processes designed specifically for the Tyler public safety product suite. No other vendor can provide these services for the City's existing Tyler applications, nor can another vendor assume responsibility for hosting or supporting proprietary Tyler software. As documented in the City's Sole Source form, Tyler Technologies is the sole provider that meets both the technical and operational requirements necessary to support these systems and ensure uninterrupted public safety service delivery.

The new Software as a Service sole source agreement establishes a multi-year cloud-based contract for the City's existing Tyler systems and transitions all current applications into Tyler's hosted environment. It defines uptime and disaster recovery standards, sets expectations for ongoing support and maintenance, and includes professional services for the configuration, migration, testing, and validation needed to complete the move to the cloud. The agreement also establishes a three-year initial term running from August 1, 2026 through July 31, 2029, with an option to renew annually.

FISCAL IMPACT

Contract costs for the initial three-year term sole source are detailed in Exhibit A of the Software as a Service (SaaS) Agreement. The City will incur one-time fees totaling $220,250. These professional services will be billed according to project milestones. In addition to one-time implementation costs, the agreement establishes annual recurring SaaS fees of $475,002.73, with AWS sponsorship credits applied during the first two years. After applying the credits of $14,040 in Year 1 and $8,424 in Year 2, the adjusted annual amounts are $460,962.73 for FY26-2027, $466,578.73 for FY27-28, and $475,002.73 for FY28-29. The total SaaS recurring fees are $1,402,544.19 over three years. The total cost is $1,622,794.19. Ongoing recurring annual Software as a Service (SaaS) fees will be funded from the Information Technology Internal Service Fund budget, and one-time fees will be funded from Public Safety project and operational budgets.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The Software as a Service Agreement meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

1. Ensure a safe and healthy community

Respectfully Submitted,
Melissa Patrick, Information Technology Program Manager

Hong Sae, Chief Information Officer

ATTACHMENTS:

1. Resolution 26-307
2. Agreement
3. Sole Source form

REVIEWERS:

Melissa Patrick, Information Technology Department	Created/Initiated - 7/13/2026
Jesse Ravera, Information Technology Department	Approved - 7/17/2026
Hong Sae, City Clerk Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/21/2026
Katrina Six, City Clerk Department	Approved - 7/22/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-307

APPROVING THE SOFTWARE AS A SERVICE AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND TYLER TECHNOLOGIES, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, the Software as a Service Agreement for the migration of the City's existing Tyler systems to a secure, cloud-hosted environment, by and between the City of Roseville and Tyler Technologies, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

SOFTWARE AS A SERVICE AGREEMENT

This Software as a Service Agreement is made between Tyler Technologies, Inc. and Client.

WHEREAS, Client and Tyler are parties to a Standard Software License and Services Agreement dated November 6, 2014, which was further amended, collectively the (Original Agreement), under which Tyler provided Client with a license to certain Tyler Software set forth therein; and

WHEREAS, Client and Tyler now desire to migrate the software products purchased under the Original Agreement and set forth in the Investment Summary from an on-premise installation to a SaaS installation, and to replace the Original Agreement with updated terms to reflect the ongoing nature of their relationship, under the terms of this Agreement.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Tyler and Client agree as follows:

SECTION A – DEFINITIONS

- **"Affiliated Organization"** means a government entity separate from you, but which will have access to the Tyler Software detailed in Exhibit A under this Agreement. Permissible Affiliated Organizations are listed in Exhibit A.
- **"Agreement"** means this Software as a Services Agreement.
- **"Business Travel Policy"** means our business travel policy. A copy of our current Business Travel Policy is attached as Schedule 1 to Exhibit B.
- **"Client**" means City of Roseville, CA.
- **"Data"** means data uploaded or provided by you or your End Users through the use of the Tyler Software and necessary to utilize the Tyler Software. "Data" excludes Service Usage Data.
- **"Defect"** means a failure of the Tyler Software to substantially conform to the functional descriptions set forth in our written proposal to you, or their functional equivalent, based on a condition within our reasonable control. Future functionality may be updated, modified, or otherwise enhanced through our maintenance and support services, and the governing functional descriptions for such future functionality will be set forth in our then-current Documentation.
- **"Developer"** means a third party who owns the intellectual property rights to Third Party Software.
- **"Documentation"** means any online or written documentation related to the use or functionality of the Tyler Software that we provide or otherwise make available to you, including instructions, user guides, manuals and other training or self-help documentation.
- **"Effective Date"** means the last signature date set forth in the signature block.
- **"Force Majeure"** means an event beyond the reasonable control of you or us, including, without limitation, governmental action, war, riot or civil commotion, fire, natural disaster, or any other cause that could not with reasonable diligence be foreseen or prevented by you or us.
- **"Investment Summary"** means the agreed upon cost proposal for the products and services attached as Exhibit A.
- **"Invoicing and Payment Policy"** means the invoicing and payment policy. A copy of our current Invoicing and Payment Policy is attached as Exhibit B.
- **"Order Form"** means an ordering document that includes a quote or investment summary and

specifying the items to be provided by Tyler to the Client, including any addenda and supplements thereto.

- **"Recovery Point Objective"** ("RPO") represents the maximum duration of time, 24 hours, between the most recent recoverable copy of your hosted Data and subsequent availability of SaaS Services from the data center hosting your data.
- **"Recovery Time Objective"** ("RTO") represents the maximum duration of time, 24 hours, following the data center failure within which your access to the Tyler Software must be restored.
- **"SaaS Fees"** means the fees for the SaaS Services identified in the Investment Summary.
- **"SaaS Services"** means software as a service consisting of system administration, system management, and system monitoring activities that Tyler performs for the Tyler Software, and includes the right to access and use the Tyler Software, receive maintenance and support on the Tyler Software, including Downtime resolution under the terms of the SLA, and Data storage and archiving. SaaS Services do not include support of an operating system or hardware, support outside of our normal business hours, or training, consulting or other professional services.
- **"Service Usage Data"** means data and telemetry collected by us relating to your or your authorized users' use of the Tyler Software and/or SaaS Services**.**
- **"SLA"** means the service level agreement. A copy of our current SLA is attached hereto as Exhibit C.
- **"Support Call Process"** means the support call process applicable to all of our customers who have licensed the Tyler Software. A copy of our current Support Call Process is attached as Schedule 1 to Exhibit C.
- **"Third Party Hardware"** means the third party hardware, if any, identified in the Investment Summary.
- **"Third Party Products"** means the Third Party Software and Third Party Hardware.
- **"Third Party SaaS Services"** means software as a service provided by a third party, if any, identified in the Investment Summary.
- **"Third Party Software"** means the third party software, if any, identified in the Investment Summary and not embedded in the Tyler Software.
- **"Third Party Terms"** means, if any, the end user license agreement(s) or similar terms, as applicable.
- **"Tyler"** means Tyler Technologies, Inc., a Delaware corporation.
- **"Tyler Software"** means our proprietary software, including any integrations, custom modifications, and/or other related interfaces identified in the Investment Summary and licensed by us to you through this Agreement. The Tyler Software also includes embedded third-party software that we are licensed to embed in our proprietary software and sub-license to you.
- **"we", "us", "our"** and similar terms mean Tyler.
- **"you"** and similar terms mean Client.

SECTION B – SAAS SERVICES

1. Rights Granted. We grant to you the non-exclusive, non-assignable limited right to use the SaaS Services solely for your internal business purposes. The Tyler Software will be made available to you according to the terms of the SLA. You acknowledge that we have no delivery obligations and we will not ship copies of the Tyler Software as part of the SaaS Services. You may use the SaaS Services to access updates and enhancements to the Tyler Software, as further described in Section C(9).

2. SaaS Fees. You agree to pay us the SaaS Fees. Those amounts are payable in accordance with our Invoicing and Payment Policy.

3. Ownership.

   3.1 We retain all ownership and intellectual property rights to the SaaS Services, the Tyler Software, and anything developed by us under this Agreement. You do not acquire under this Agreement any license

to use the Tyler Software in excess of the scope and/or duration of the SaaS Services.

3.2 The Documentation is licensed to you and may be used and copied by your employees for internal, non-commercial reference purposes only.

3.3 You retain all ownership and intellectual property rights to the Data. You expressly recognize that except to the extent necessary to carry out our obligations contained in this Agreement, we do not create or endorse any Data used in connection with the SaaS Services.

3.4 You understand and agree that we may collect and use Service Usage Data to perform the SaaS Services, and for our own purposes, including the purposes described below. We may use Service Usage Data to (a) operate, maintain, manage, and improve existing and create new products and services, (b) maintain the security of the Tyler Software and SaaS Services, (c) aggregate your Service Usage Data and combine it with that of other clients and their users, and (d) use anonymized or aggregated Service Usage Data for our research, analytics or other business purposes. Service Usage Data will not be disclosed to any third-party unless (i) it is anonymized and aggregated such that it does not identify you, your users or your Confidential Information or (ii) we have entered into a written agreement with such third-party to bind them to applicable legal requirements with respect to the Service Usage Data. You agree to notify your users of our collection and use of Service Usage Data, obtain any required consents, provide all necessary notices, and meet any other applicable legal requirements with respect to our collection and use of Service Usage Data.

4. Restrictions. You may not: (a) make the Tyler Software or Documentation resulting from the SaaS Services available in any manner to any third party for use in the third party's business operations; (b) modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the SaaS Services; (c) access or use the SaaS Services in order to build or support, and/or assist a third party in building or supporting, products or services competitive to us; or (d) license, sell, rent, lease, transfer, assign, distribute, display, host, outsource, disclose, permit timesharing or service bureau use, or otherwise commercially exploit or make the SaaS Services, Tyler Software, or Documentation available to any third party other than as expressly permitted by this Agreement.

5. Software Warranty. We warrant that the Tyler Software will perform without Defects during the term of this Agreement. If the Tyler Software does not perform as warranted, we will use all reasonable efforts, consistent with industry standards, to cure the Defect in accordance with the maintenance and support process set forth in Section C(9), below, the SLA and our then current Support Call Process or to provide you with a functional equivalent. For the avoidance of doubt, to the extent any third-party software is embedded in the Tyler Software, your limited warranty rights are limited to our Defect resolution obligations set forth above; you do not have separate rights against the developer of the embedded third-party software.

6. SaaS Services.

6.1 Our SaaS Services are audited at least yearly in accordance with the AICPA's Statement on Standards for Attestation Engagements ("SSAE") No. 21. We will maintain, SOC 1 and SOC 2 compliance, or its equivalent, for so long as you are timely paying for SaaS Services. The scope of audit coverage varies for some Tyler Software solutions. Upon execution of a mutually agreeable Non-Disclosure Agreement ("NDA"), we will provide you with a summary of our compliance report(s) or its equivalent. Every year thereafter, for so long as the NDA is in effect and in which you make a written request, we will provide that same information. If our SaaS Services are provided using a third-party data center, we will provide available compliance reports for that data center.

6.2 You will be hosted on shared hardware in a Tyler data center or in a third-party data center. In either event, databases containing your Data will be dedicated to you and inaccessible to our other customers.

6.3 The data centers utilized under this Agreement have fully-redundant telecommunications access, electrical power, and the required hardware to provide access to the Tyler Software in the event of a disaster or component failure. In the event of a disruption of SaaS Services from the data center hosting your data, we reserve the right to employ our disaster recovery plan for resumption of the SaaS Services. In that event, we commit to a Recovery Point Objective ("RPO") of 24 hours and a Recovery Time Objective ("RTO") of 24 hours. RPO represents the maximum duration of time between the most recent recoverable copy of your hosted Data and subsequent unavailability of SaaS Services from the data center hosting your data. RTO represents the maximum duration of time following disruption of the SaaS Services within which your access to the Tyler Software must be restored. If we employ our disaster recovery plan, we will be responsible for restoring your Data and ensuring that the SaaS Services are online, and you will be responsible for validating your Data and confirming the functioning of the SaaS Services, including any integrations.

6.4 We provide secure Data transmission paths between your devices and the data center used to provide SaaS Services to you. Data centers used to provide SaaS Services are accessible only by authorized personnel with a unique key entry or comparable security. We conduct annual penetration testing of either the production network and/or web application to be performed. We will maintain industry standard intrusion detection and prevention systems to monitor malicious activity in the network and to log and block any such activity. You may not attempt to bypass or subvert security restrictions in the SaaS Services or environments related to the Tyler Software. Unauthorized attempts to access files, passwords, or other confidential information, and vulnerability and penetration test scanning of our network and systems (hosted or otherwise) are prohibited. Where applicable with respect to our applications that take or process card payment data, we comply with applicable requirements of PCI DSS. We agree to supply the then-current status of our PCI DSS compliance program in the form of an official Attestation of Compliance, which can be found at https://www.tylertech.com/about-us/compliance and, in the event of any change in our status, we will comply with applicable notice requirements.

6.5 We test our disaster recovery plan on an annual basis and mitigate any findings in accordance with industry standards.

6.6 We will be responsible for importing back-up and verifying that you can log-in. You will be responsible for running reports and testing critical processes to verify the returned Data.

6.7 We provide secure Data transmission paths between each of your workstations and our servers.

6.8 The data centers utilized under this Agreement are accessible only by authorized personnel with a unique key entry. All other visitors to such data centers must be signed in and accompanied by authorized personnel. Entry attempts to the data center are regularly audited by internal staff and external auditors to ensure no unauthorized access. Tyler utilizes the AWS GovCloud. AWS restricts all physical and logical access for those staff supporting AWS GovCloud (US) to US Citizens. AWS allows only vetted U.S. citizens with distinct access controls separate from other AWS Regions to administer AWS GovCloud (US).

7. Affiliated Organization, as defined herein, is added to the Agreement.

7.1. "Affiliated Organization" means a government entity separate from you, but which will have access to the Tyler Software detailed in Exhibit A.

7.2. Access by Affiliated Organizations. We will grant each Affiliated Organization access to the Tyler Software detailed in Exhibit A, in accordance with the terms of the Agreement, and each such Affiliated Organization must abide by the terms of the Agreement.

7.3. Affiliated Organization's access to the Tyler Software will be denied upon written notice from us that the applicable Affiliated Organization has violated the terms of this Agreement.

SECTION C – OTHER PROFESSIONAL SERVICES

1. Other Professional Services. We will provide you the various implementation-related services itemized in the Investment Summary.

2. Professional Services Fees. You agree to pay us the professional services fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.

3. Additional Services. The Investment Summary contains the scope of services and related costs (including programming and/or interface estimates) required for the project based on the documented scope of the project as of the Effective Date. If additional work is required, or if you use or request additional services, we will provide you with an addendum or change order, as applicable, outlining the costs for the additional work.

4. Cancellation. If you cancel services less than **four (4) weeks** in advance (other than for Force Majeure or breach by us), you will be liable for all (a) daily fees associated with cancelled professional services if we are unable to reassign our personnel and (b) any non-refundable travel expenses already incurred by us on your behalf. We will make all reasonable efforts to reassign personnel in the event you cancel within four (4) weeks of scheduled commitments.

5. Services Warranty. We will perform the services in a professional, workmanlike manner, consistent with industry standards. In the event we provide services that do not conform to this warranty, we will re-perform such services at no additional cost to you.

6. Site Access and Requirements. At no cost to us, you agree to provide us with full and free access to your personnel, facilities, and equipment as may be reasonably necessary for us to provide implementation services, subject to any reasonable security protocols or other written policies provided to us as of the Effective Date, and thereafter as mutually agreed to by you and us. You agree that it is your responsibility to ensure that you satisfy the then-current system requirements, if any, minimally required to run the Tyler Software.

7. Client Assistance. You acknowledge that the implementation of the Tyler Software, and the ability to meet project deadlines and other milestones, is a cooperative effort requiring the time and resources of your personnel, as well as ours. You agree to use all reasonable efforts to cooperate with and assist us as may be reasonably required to meet the agreed upon project deadlines and other milestones for implementation. This cooperation includes at least working with us to schedule the implementation-related services outlined in this Agreement.

8. Background Checks. For at least the past twelve (12) years, all of our employees have undergone criminal background checks prior to hire. All employees sign our confidentiality agreement and security policies.

9. Maintenance and Support. For so long as you timely pay your SaaS Fees according to the Invoicing and Payment Policy, then in addition to the terms set forth in the SLA and the Support Call Process, we will:

9.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (subject to any applicable release life cycle policy);

9.2 provide support during our established support hours;

9.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;

9.4 make available all releases to the Tyler Software (including updates and enhancements) that we make generally available and deploy, without additional charge; and

9.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with any applicable release life cycle policy.

We will use all reasonable efforts to perform any maintenance and support services remotely. For any on-premise clients or components, we currently use a third-party secure connectivity tool called BeyondTrust (formerly Bomgar), as well as GoToAssist by Citrix. You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and reasonable access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us.

For the avoidance of doubt, SaaS Fees do not include the following services: (a) onsite support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (b) application design; (c) other consulting services; or (d) support outside our normal business hours as listed in our then-current Support Call Process. Requested services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) week's advance notice.

SECTION D – THIRD PARTY PRODUCTS

To the extent there are any Third Party Products identified in the Investment Summary, the Third Party Terms will apply. You acknowledge that we may have embedded third-party functionality in the Tyler Software that is not separately identified in the Investment Summary. If that third-party functionality is not separately identified in the Investment Summary, the limited warranty applicable to the Tyler Software applies, and we further warrant that the appropriate Developer has granted us the necessary license to (i) embed the unidentified third-party functionality in the Tyler Software; and (ii) sub-license it to you through our license grant to the Tyler Software. You may receive maintenance and support on such embedded third-party software under the Maintenance and Support Agreement.

SECTION E – INVOICING AND PAYMENT; INVOICE DISPUTES

1. Invoicing and Payment. We will invoice you the SaaS Fees and fees for other professional services in the Investment Summary per our Invoicing and Payment Policy, subject to Section E(2).

2. Invoice Disputes. If you believe any delivered software or service does not conform to the warranties in this

Agreement, you will provide us with written notice within thirty (30) days of your receipt of the applicable invoice. The written notice must contain reasonable detail of the issues you contend are in dispute so that we can confirm the issue and respond to your notice with either a justification of the invoice, an adjustment to the invoice, or a proposal addressing the issues presented in your notice. We will work with you as may be necessary to develop an action plan that outlines reasonable steps to be taken by each of us to resolve any issues presented in your notice. You may withhold payment of the amount(s) actually in dispute, and only those amounts, until we complete the action items outlined in the plan. If we are unable to complete the action items outlined in the action plan because of your failure to complete the items agreed to be done by you, then you will remit full payment of the invoice. We reserve the right to suspend delivery of all SaaS Services, including maintenance and support services, if you fail to pay an invoice not disputed as described above within fifteen (15) days of notice of our intent to do so.

SECTION F – TERM AND TERMINATION

1. Term. This Agreement is effective as of the date of the last signature below ("Effective Date"). This Agreement will have an initial term commencing on August 1, 2026 through July 31, 2029; provided, however, that year 1 of the initial Term shall constitute the period beginning on August 1, 2026 and continuing through July 31, 2027. Years 2 and 3 shall commence on each August 1 thereafter. Upon expiration of the initial term, this Agreement may be renewed at Tyler's then-current rates, upon mutual written consent of the parties. Your right to access or use the Tyler Software and the SaaS Services will terminate at the end of this Agreement.

2. Termination. This Agreement may be terminated as set forth below. In the event of termination, you will pay us for all undisputed fees and expenses related to the software, products, and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Disputed fees and expenses in all terminations other than your termination for cause must have been submitted as invoice disputes in accordance with Section E(2).

   2.1 Failure to Pay SaaS Fees. You acknowledge that continued access to the SaaS Services is contingent upon your timely payment of SaaS Fees. If you fail to timely pay the SaaS Fees, we may discontinue the SaaS Services and deny your access to the Tyler Software. We may also terminate this Agreement if you don't cure such failure to pay within forty-five (45) days of receiving written notice of our intent to terminate.

   2.2 For Cause. If you believe we have materially breached this Agreement, you will invoke the Dispute Resolution clause set forth in Section H(3). You may terminate this Agreement for cause in the event we do not cure, or create a mutually agreeable action plan to address, a material breach of this Agreement within the thirty (30) day window set forth in Section H(3).

   2.3 Force Majeure. Either party has the right to terminate this Agreement if a Force Majeure event suspends performance of the SaaS Services for a period of forty-five (45) days or more.

   2.4 Lack of Appropriations. If you should not appropriate or otherwise make available funds sufficient to utilize the SaaS Services, you may unilaterally terminate this Agreement upon thirty (30) days written notice to us. You will not be entitled to a refund or offset of previously paid, but unused SaaS Fees. You agree not to use termination for lack of appropriations as a substitute for termination for convenience.

SECTION G – INDEMNIFICATION, LIMITATION OF LIABILITY AND INSURANCE

1. Intellectual Property Infringement Indemnification.

1.1 We will defend you against any third party claim(s) that the Tyler Software or Documentation infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets, and will pay the amount of any resulting adverse final judgment (or settlement to which we consent). You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

1.2 Our obligations under this Section G(1) will not apply to the extent the claim or adverse final judgment is based on your use of the Tyler Software in contradiction of this Agreement, including with non-licensed third parties, or your willful infringement.

1.3 If we receive information concerning an infringement or misappropriation claim related to the Tyler Software, we may, at our expense and without obligation to do so, either: (a) procure for you the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent, in which case you will stop running the allegedly infringing Tyler Software immediately. Alternatively, we may decide to litigate the claim to judgment, in which case you may continue to use the Tyler Software consistent with the terms of this Agreement.

1.4 If an infringement or misappropriation claim is fully litigated and your use of the Tyler Software is enjoined by a court of competent jurisdiction, in addition to paying any adverse final judgment (or settlement to which we consent), we will, at our option, either: (a) procure the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent. We will pursue those options in the order listed herein. This section provides your exclusive remedy for third party copyright, patent, or trademark infringement and trade secret misappropriation claims.

2. General Indemnification.

2.1 We will defend, indemnify, and hold harmless you and your agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by our negligence or willful misconduct; or (b) our violation of a law applicable to our performance under this Agreement. You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

2.2 To the extent permitted by applicable law, you will indemnify and hold harmless us and our agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for personal injury or property damage to the extent caused by your negligence or willful misconduct; or (b) your violation of a law applicable to your performance under this Agreement. We will notify you promptly in writing of the claim and will give you sole control over its defense or settlement. We agree to provide you with reasonable assistance, cooperation, and information in defending the claim at your expense.

3. DISCLAIMER. EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED IN THIS AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WE HEREBY DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. CLIENT UNDERSTANDS AND AGREES THAT TYLER DISCLAIMS ANY LIABILITY FOR ERRORS THAT RELATE TO USER ERROR.

4. LIMITATION OF LIABILITY. EXCEPT AS OTHERWISE EXPRESSLY SET FORTH IN THIS AGREEMENT, OUR

LIABILITY FOR DAMAGES ARISING OUT OF THIS AGREEMENT, WHETHER BASED ON A THEORY OF CONTRACT OR TORT, INCLUDING NEGLIGENCE AND STRICT LIABILITY, SHALL BE LIMITED TO YOUR ACTUAL DIRECT DAMAGES, NOT TO EXCEED (A) DURING THE INITIAL TERM, AS SET FORTH IN SECTION F(1), TOTAL FEES PAID AS OF THE TIME OF THE CLAIM; OR (B) DURING ANY RENEWAL TERM, THE THEN-CURRENT ANNUAL SAAS FEES PAYABLE IN THAT RENEWAL TERM. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE PRICES SET FORTH IN THIS AGREEMENT ARE SET IN RELIANCE UPON THIS LIMITATION OF LIABILITY AND TO THE MAXIMUM EXTENT ALLOWED UNDER APPLICABLE LAW, THE EXCLUSION OF CERTAIN DAMAGES, AND EACH SHALL APPLY REGARDLESS OF THE FAILURE OF AN ESSENTIAL PURPOSE OF ANY REMEDY. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO CLAIMS THAT ARE SUBJECT TO SECTIONS G(1) AND G(2).

5. **EXCLUSION OF CERTAIN DAMAGES. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL WE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**

6. Insurance. During the course of performing services under this Agreement, we agree to maintain the following levels of insurance: (a) Commercial General Liability of at least $1,000,000; (b) Automobile Liability of at least $1,000,000; (c) Professional Liability, (including Cyber Liability) of at least $1,000,000; (d) Workers Compensation complying with applicable statutory requirements; and (e) Excess/Umbrella Liability of at least $5,000,000. We will add you as an additional insured to our Commercial General Liability and Automobile Liability policies, which will automatically add you as an additional insured to our Excess/Umbrella Liability policy as well. We will provide you with copies of certificates of insurance upon your written request.

SECTION H – GENERAL TERMS AND CONDITIONS

1. Additional Products and Services. You may purchase additional Tyler products and services at the rates set forth in the Investment Summary for twelve (12) months from the Effective Date by executing a mutually agreed addendum or Tyler purchase order. If no rate is provided in the Investment Summary, or those twelve (12) months have expired, you may purchase additional Tyler products and services at our then-current list price, also by executing a mutually agreed addendum or Tyler purchase order. The terms of this Agreement will control any such additional purchase(s), unless otherwise specifically provided in the addendum or Tyler purchase order.

2. Optional Items. Pricing for any listed optional products and services in the Investment Summary will be valid for twelve (12) months from the Effective Date.

3. Dispute Resolution. You agree to provide us with written notice within thirty (30) days of becoming aware of a dispute. You agree to cooperate with us in trying to reasonably resolve all disputes, including, if requested by either party, appointing a senior representative to meet and engage in good faith negotiations with our appointed senior representative. Senior representatives will convene within thirty (30) days of the written dispute notice, unless otherwise agreed. All meetings and discussions between senior representatives will be deemed confidential settlement discussions not subject to disclosure under Federal Rule of Evidence 408 or any similar applicable state rule. If we fail to resolve the dispute, then the parties shall participate in non-binding mediation in an effort to resolve the dispute. If the dispute remains unresolved after mediation, then either of us may assert our respective rights and remedies in a court of competent jurisdiction. Nothing in this section shall prevent you or us from seeking necessary injunctive relief during the dispute resolution procedures.

4. Taxes. The fees in the Investment Summary do not include any taxes, including, without limitation, sales, use, or excise tax. If you are a tax-exempt entity, you agree to provide us with a tax-exempt certificate.

Otherwise, we will pay all applicable taxes to the proper authorities and you will reimburse us for such taxes. If you have a valid direct-pay permit, you agree to provide us with a copy. For clarity, we are responsible for paying our income taxes, both federal and state, as applicable, arising from our performance of this Agreement.

5. Nondiscrimination. We will not discriminate against any person employed or applying for employment concerning the performance of our responsibilities under this Agreement. This discrimination prohibition will apply to all matters of initial employment, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. We will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.

6. E-Verify. We have complied, and will comply, with the E-Verify procedures administered by the U.S. Citizenship and Immigration Services Verification Division for all of our employees assigned to your project.

7. Subcontractors. We will not subcontract any services under this Agreement without your prior written consent, not to be unreasonably withheld.

8. Binding Effect; No Assignment. This Agreement shall be binding on, and shall be for the benefit of, either your or our successor(s) or permitted assign(s). Neither party may assign this Agreement without the prior written consent of the other party; provided, however, your consent is not required for an assignment by us as a result of a corporate reorganization, merger, acquisition, or purchase of substantially all of our assets.

9. Force Majeure. Except for your payment obligations, neither party will be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure; provided, however, that within ten (10) business days of the Force Majeure event, the party whose performance is delayed provides the other party with written notice explaining the cause and extent thereof, as well as a request for a reasonable time extension equal to the estimated duration of the Force Majeure event.

10. No Intended Third Party Beneficiaries. This Agreement is entered into solely for the benefit of you and us. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement. This provision does not affect the rights of third parties under any Third Party Terms.

11. Entire Agreement; Amendment. This Agreement represents the entire agreement between you and us with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Purchase orders submitted by you, if any, are for your internal administrative purposes only, and the terms and conditions contained in those purchase orders will have no force or effect. This Agreement may only be modified by a written amendment signed by an authorized representative of each party.

12. Severability. If any term or provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement will be considered valid and enforceable to the fullest extent permitted by law.

13. No Waiver. In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement will not act as or be deemed to act as a waiver or modification of this Agreement, nor will such non-enforcement prevent such party from enforcing each and every term of this Agreement thereafter.

14. Independent Contractor. We are an independent contractor for all purposes under this Agreement.

15. Notices. All notices or communications required or permitted as a part of this Agreement, such as notice of an alleged material breach for a termination for cause or a dispute that must be submitted to dispute resolution, must be in writing and will be deemed delivered upon the earlier of the following: (a) actual receipt by the receiving party; (b) upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the receiving party; (c) upon receipt by sender of proof of email delivery; or (d) if not actually received, five (5) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the other party at the address set forth on the signature page hereto or such other address as the party may have designated by proper notice. The consequences for the failure to receive a notice due to improper notification by the intended receiving party of a change in address will be borne by the intended receiving party.

16. Client Lists. You agree that we may identify you by name in client lists, marketing presentations, and promotional materials.

17. Confidentiality. Both parties recognize that their respective employees and agents, in the course of performance of this Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities, including the parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and includes, without limitation, personal identifying information (*e.g.*, social security numbers) and trade secrets, each as defined by applicable state law. Each party agrees that it will not disclose any confidential information of the other party and further agrees to take all reasonable and appropriate action to prevent such disclosure by its employees or agents. To the extent Client engages independent contractors to fulfill its obligations under this Agreement, Client shall enter into a written agreement with said independent contractors that contains confidentiality covenants at least as restrictive as the confidentiality covenants contained herein. The confidentiality covenants contained herein will survive the termination or cancellation of this Agreement. This obligation of confidentiality will not apply to information that:

    (a) is in the public domain, either at the time of disclosure or afterwards, except by breach of this Agreement by a party or its employees or agents; or
    (b) a party can establish by reasonable proof was in that party's possession at the time of initial disclosure; or
    (c) a party receives from a third party who has a right to disclose it to the receiving party; or
    (d) is the subject of a legitimate disclosure request under the open records laws or similar applicable public disclosure laws governing this Agreement, or a subpoena; provided, however, that in the event you receive an open records or other similar applicable request, you will give us prompt notice and otherwise perform the functions required by applicable law.

18. Business License. In the event a local business license is required for us to perform services hereunder, you will promptly notify us and provide us with the necessary paperwork and/or contact information so that we may timely obtain such license.

19. Governing Law. This Agreement will be governed by and construed in accordance with the laws of your state of domicile, without regard to its rules on conflicts of law.

20. Multiple Originals and Authorized Signatures. This Agreement may be executed in multiple originals, any of which will be independently treated as an original document. Any electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as if an original signature. Each party represents to the other that the signatory set forth below is duly authorized to bind that party to this Agreement.

21. Cooperative Procurement. To the maximum extent permitted by applicable law, we agree that this Agreement may be used as a cooperative procurement vehicle by eligible jurisdictions. We reserve the right to negotiate and customize the terms and conditions set forth herein, including but not limited to pricing, to the scope and circumstances of that cooperative procurement.

22. Data & Insights Solution Terms. Your use of certain Tyler solutions may include Tyler's Data & Insights data platform. If utilized, your rights, and the rights of any of your end users, to use Tyler's Data & Insights data platform is subject to the Data & Insights SaaS Services Terms of Service, available at https://www.tylertech.com/terms/data-insights-saas-services-terms-of-service. By signing a Tyler Agreement or Order Form, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms. Notwithstanding the foregoing, your obligation to comply with such terms shall be to the extent permitted under applicable law.

23. Twilio Acceptable Use Policy and Terms of Service. Your use of the Tyler Software may include functionality provided by a Third Party Developer, Twilio. Your rights, and the rights of any of your end users, to use said functionality are subject to the terms of the Twilio Acceptable Use Policy, available at http://www.twilio.com/legal/aup, and to applicable provisions found in the current Twilio Terms of Service, available at https://www.twilio.com/legal/tos. By signing a Tyler Agreement or accessing, installing, or using any such Tyler solution, you certify that you have reviewed, understand and agree to said terms. Tyler hereby disclaims any and all liability related to your or your end user's failure to abide by the terms of the Twilio Acceptable Use Policy or Terms of Service. Any liability for failure to abide by said terms shall rest solely with the person or entity whose conduct violated said terms. Notwithstanding the foregoing, your obligation to comply with such terms shall be to the extent permitted under applicable law.

24. Contract Documents. This Agreement includes the following exhibits:

Exhibit A	Investment Summary
Exhibit B	Invoicing and Payment Policy
	Schedule 1: Business Travel Policy
Exhibit C	Service Level Agreement
	Schedule 1: Support Call Process

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Agreement as of the date(s) set forth below.

Tyler Technologies, Inc.	City of Roseville, CA
By: Rachel Mehlsak	By:
Name: Rachel Mehlsak	Name:
Title: Senior Corporate Attorney	Title:
Date: 06/24/26	Date:
Address for Notices: Tyler Technologies, Inc. One Tyler Drive Yarmouth, ME 04096 Attention: Chief Legal Officer	Address for Notices: City of Roseville Police Department 1051 Junction Blvd. Roseville, CA 95678-7191 Attention: _____

With a copy to:
Tyler Technologies, Inc.
5101 Tennyson Parkway
Plano, TX 75024
Attention: Legal Department

Exhibit A
Investment Summary

The following Investment Summary details the software and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Sales Quotation For: Roseville Police Department
Quote Number: 2025-577559-B1F2G7

ANNUAL/SAAS
Enterprise Public Safety Computer Aided Dispatch + Records Management • Standard Flex Package (CAD + RMS) **Enterprise Report Writing** • Report Writing (up to 3 print designs) **Enterprise Mobile** • LE Mobile Messaging Flex [145 Users] • Crew Mobile App **Data Marts** • CAD Datamart • RMS Datamart **Interfaces** • Citizen Reporting Interface • CAD to CAD Interface • EagleView (Pictometry) • MCT Ticket Writer Interface • Encoder Interface **Other** • Data Archive **Interface** • Interface: State DOT Crash [165] **Subscription License Fees** • REF License - PDA Maintenance • Server Hosting • California Stop Data Annual SaaS Fee • Brazos Court Case Mgmt. System Interface - Journal • Task - Field Interview Maintenance • Task: eParking: Custom Parking Task • Brazos Hosting Fee • Brazos Records Mgmt. System Interface - New World • Crash Report Software (w/Drawing Tool) [165]

SERVICES
• Professional Services

THIRD PARTY
• Embedded Third Party Software (Additional Environment) • Redundant VPN Appliance Bundle

SUMMARY COSTS			
		One-Time Fees	**Recurring Fees**
Software License Fees		$ 0.00	$ 0.00
SaaS Fees		$ 0.00	$ 475,002.73
Services		$ 165,000.00	$ 0.00
Third-Party Hardware, Software, Services		$ 31,250.00	$ 2,783.00
Estimated Travel Expenses		$ 24,000.00	$0.00
	Total	**$ 220,250.00**	**$ 477,785.73**

Comments:

With regards to Database replications, Tyler replicates data from the primary production SQL server to the replica database via transactional replication. After a transaction is completed in an application's database, it is immediately added to the replicated database.

Exhibit B
Invoicing and Payment Policy

We will provide you with the software and services set forth in the Investment Summary of the Agreement. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

Invoicing: We will invoice you for the applicable software and services in the Investment Summary as set forth below. Your rights to dispute any invoice are set forth in the Agreement.

1. SaaS Fees. SaaS Fees, to include Embedded Third-Party SaaS Fee, are invoiced on an annual basis. Year 1 SaaS Fees of the initial term shall be invoiced on the Effective Date as set forth in Section F(1) of this Agreement. SaaS Fees for the initial term are set forth in the Investment Summary and shall be invoiced in the following amounts:

	Year 1	Year 2	Year 3
Annual SaaS Fee	$477,785.73	$477,785.73	$477,785.73
AWS one-time Credit	-$14,040.00	-$8,424.00	$0.00
	$463,745.73	$469,361.73	$477,785.73

Upon expiration of the initial term, your annual SaaS fees will be at our then-current rates. Beginning on the commencement of the initial term, Client shall no longer be required to pay annual maintenance and support fees under the Original Agreement.

2. Tyler Technologies and AWS are collaborating to empower the public sector agencies with advancing digital transformation technologies. As part of this project, AWS is providing a one-time sponsorship credit of $14,040 towards year 1 SaaS Fees, and $8,424 towards Year 2 SaaS Fees. Please reach out to your Tyler Technologies account representative to receive further details on the collaboration between AWS and Tyler. Sponsorship credits expire at the end of each calendar year and may not be guaranteed in future years.

3. Credit for Maintenance and Support Fees. Client will receive a credit, if any, for any prepaid but unused maintenance and support fees payable under the Original Agreement.

4. Professional Services.

4.1 The implementation and other professional services set forth in the Investment Summary shall be invoiced in accordance with the following milestone billing schedule:

25% on the Effective Date
25% upon granting Client Access to the Tyler Software in the hosted environment
25% completion of Solution Validation

25% upon completion of train-the-trainer activity

5. Third Party Products.

   5.1 *Third Party Software License Fees*: License fees for Third Party Software, if any, are invoiced when we make it available to you for downloading.

   5.2 *Third Party Software Maintenance*: The first year maintenance for the Third Party Software, *(excluding Esri and Embedded Third Party Software),* is invoiced when we make it available to you for downloading.

   5.3 *Third Party Hardware*: Third Party Hardware costs, if any, are invoiced upon delivery.

6. Expenses. The rates in the Investment Summary include travel expenses. Expenses will be billed as incurred and only in accordance with our then-current Business Travel Policy. Our current Business Travel Policy is attached to this Exhibit B at Schedule 1. Copies of receipts will be provided upon request; we reserve the right to charge you an administrative fee depending on the extent of your requests. Receipts for miscellaneous items less than twenty-five dollars and mileage logs are not available.

Payment. Payment for undisputed invoices is due within forty-five (45) days of the invoice date. We prefer to receive payments electronically. Our electronic payment information is available by contacting AR@tylertech.com.

Exhibit B
Schedule 1
Business Travel Policy

1. Air Travel

   A. Reservations & Tickets

   The Travel Management Company (TMC) used by Tyler will provide an employee with a direct flight within two hours before or after the requested departure time, assuming that flight does not add more than three hours to the employee's total trip duration and the fare is within $100 (each way) of the lowest logical fare. If a net savings of $200 or more (each way) is possible through a connecting flight that is within two hours before or after the requested departure time and that does not add more than three hours to the employee's total trip duration, the connecting flight should be accepted.

   Employees are encouraged to make advanced reservations to take full advantage of discount opportunities. Employees should use all reasonable efforts to make travel arrangements at least two (2) weeks in advance of commitments. A seven (7) day advance booking requirement is mandatory. When booking less than seven (7) days in advance, management approval will be required.

   Except in the case of international travel where a segment of continuous air travel is six (6) or more consecutive hours in length, only economy or coach class seating is reimbursable. Employees shall not be reimbursed for "Basic Economy Fares" because these fares are non-refundable and have many restrictions that outweigh the cost-savings.

   B. Baggage Fees

   Reimbursement of personal baggage charges are based on trip duration as follows:

   - Up to five (5) days = one (1) checked bag
   - Six (6) or more days = two (2) checked bags

   Baggage fees for sports equipment are not reimbursable.

2. Ground Transportation

   A. Private Automobile

   Mileage Allowance – Business use of an employee's private automobile will be reimbursed at the

current IRS allowable rate, plus out of pocket costs for tolls and parking. Mileage will be calculated by using the employee's office as the starting and ending point, in compliance with IRS regulations. Employees who have been designated a home office should calculate miles from their home.

B. Rental Car

Employees are authorized to rent cars only in conjunction with air travel when cost, convenience, and the specific situation reasonably require their use. When renting a car for Tyler business, employees should select a “mid-size” or “intermediate” car. “Full” size cars may be rented when three or more employees are traveling together. Tyler carries leased vehicle coverage for business car rentals; except for employees traveling to Alaska and internationally (excluding Canada), additional insurance on the rental agreement should be declined.

C. Public Transportation

Taxi or airport limousine services may be considered when traveling in and around cities or to and from airports when less expensive means of transportation are unavailable or impractical. The actual fare plus a reasonable tip (15-18%) are reimbursable. In the case of a free hotel shuttle to the airport, tips are included in the per diem rates and will not be reimbursed separately.

D. Parking & Tolls

When parking at the airport, employees must use longer term parking areas that are measured in days as opposed to hours. Park and fly options located near some airports may also be used. For extended trips that would result in excessive parking charges, public transportation to/from the airport should be considered. Tolls will be reimbursed when receipts are presented.

3. Lodging

Tyler’s TMC will select hotel chains that are well established, reasonable in price, and conveniently located in relation to the traveler's work assignment. Typical hotel chains include Courtyard, Fairfield Inn, Hampton Inn, and Holiday Inn Express. If the employee has a discount rate with a local hotel, the hotel reservation should note that discount and the employee should confirm the lower rate with the hotel upon arrival. Employee memberships in travel clubs such as AAA should be noted in their travel profiles so that the employee can take advantage of any lower club rates.

“No shows” or cancellation fees are not reimbursable if the employee does not comply with the hotel’s cancellation policy.

Tips for maids and other hotel staff are included in the per diem rate and are not reimbursed separately.

Employees are not authorized to reserve non-traditional short-term lodging, such as Airbnb, VRBO, and HomeAway. Employees who elect to make such reservations shall not be reimbursed.

4. Meals and Incidental Expenses

Employee meals and incidental expenses while on travel status within the continental U.S. are in accordance with the federal per diem rates published by the General Services Administration. Incidental expenses include tips to maids, hotel staff, and shuttle drivers and other minor travel expenses. Per diem rates are available at www.gsa.gov/perdiem.

Per diem for Alaska, Hawaii, U.S. protectorates and international destinations are provided separately by the Department of State and will be determined as required.

A. Overnight Travel

For each full day of travel, all three meals are reimbursable. Per diems on the first and last day of a trip are governed as set forth below.

Departure Day

Depart before 12:00 noon	Lunch and dinner
Depart after 12:00 noon	Dinner

Return Day

Return before 12:00 noon	Breakfast
Return between 12:00 noon & 7:00 p.m.	Breakfast and lunch
Return after 7:00 p.m.*	Breakfast, lunch and dinner

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.

The reimbursement rates for individual meals are calculated as a percentage of the full day per diem as follows:

Breakfast	15%
Lunch	25%
Dinner	60%

B. Same Day Travel

Employees traveling at least 100 miles to a site and returning in the same day are eligible to claim lunch on an expense report. Employees on same day travel status are eligible to claim dinner in the event they return home after 7:00 p.m.*

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.

5. Internet Access – Hotels and Airports

Employees who travel may need to access their e-mail at night. Many hotels provide free high

speed internet access and Tyler employees are encouraged to use such hotels whenever possible. If an employee's hotel charges for internet access it is reimbursable up to $10.00 per day. Charges for internet access at airports are not reimbursable.

6. International Travel

All international flights with the exception of flights between the U.S. and Canada should be reserved through TMC using the "lowest practical coach fare" with the exception of flights that are six (6) or more consecutive hours in length. In such event, the next available seating class above coach shall be reimbursed.

When required to travel internationally for business, employees shall be reimbursed for photo fees, application fees, and execution fees when obtaining a new passport book, but fees related to passport renewals are not reimbursable. Visa application and legal fees, entry taxes and departure taxes are reimbursable.

The cost of vaccinations that are either required for travel to specific countries or suggested by the U.S. Department of Health & Human Services for travel to specific countries, is reimbursable.

Section 4, Meals & Incidental Expenses, and Section 2.b., Rental Car, shall apply to this section.

Exhibit C
Service Level Agreement

I. Agreement Overview

This SLA operates in conjunction with, and does not supersede or replace any part of, the Agreement. It outlines the information technology service levels that we will provide to you to ensure the availability of the application services that you have requested us to provide. This SLA does not apply to any Third Party SaaS Services. All other support services are documented in the Support Call Process.

II. Definitions. Except as defined below, all defined terms have the meaning set forth in the Agreement.

Actual Attainment: The percentage of time the Tyler Software is available during a calendar quarter, calculated as follows: (Service Availability – Downtime) ÷ Service Availability.

Client Error Incident: Any service unavailability resulting from your applications, content or equipment, or the acts or omissions of any of your service users or third-party providers over whom we exercise no control.

Downtime: Those minutes during Service Availability, as defined below, when all users logged into the system cannot launch, login, search or save primary data in the Tyler Software. Downtime does not include those instances in which only a Defect is present.

Emergency Maintenance: (1) maintenance that is required to patch a critical security vulnerability; (2) maintenance that is required to prevent an imminent outage of Service Availability; or (3) maintenance that is mutually agreed upon in writing by Tyler and the Client.

Planned Downtime: Downtime that occurs during a Standard or Emergency Maintenance window.

Service Availability: The total number of minutes in a calendar quarter that the Tyler Software is capable of receiving, processing, and responding to requests, excluding Planned Downtime, Client Error Incidents, denial of service attacks and Force Majeure.

Standard Maintenance: Routine maintenance to the Tyler Software and infrastructure. Standard Maintenance is limited to five (5) hours per week.

III. Service Availability

a. Your Responsibilities

Whenever you experience Downtime, you must make a support call according to the procedures outlined in the Support Call Process. You will receive a support case number.

b. Our Responsibilities

When our support team receives a call from you that Downtime has occurred or is occurring, we will work

with you to identify the cause of the Downtime (including whether it may be the result of Planned Downtime, a Client Error Incident, Denial of Service attack or Force Majeure). We will also work with you to resume normal operations.

c. Client Relief

Our targeted Attainment Goal is 100%. You may be entitled to credits as indicated in the Client Relief Schedule found below. Your relief credit is calculated as a percentage of the SaaS fees paid for the calendar quarter.

In order to receive relief credits, you must submit a request through one of the channels listed in our Support Call Process within fifteen days (15) of the end of the applicable quarter. We will respond to your relief request within thirty (30) day(s) of receipt.

The total credits confirmed by us will be applied to the SaaS Fee for the next billing cycle. Issuing of such credit does not relieve us of our obligations under the Agreement to correct the problem which created the service interruption.

Client Relief Schedule	
Actual Attainment	**Client Relief**
99.99% - 99.50%	Remedial action will be taken
99.49% - 98.50%	2%
98.49% - 97.50%	4%
97.49% - 96.50%	6%
96.49% - 95.50%	8%
Below 95.50%	10%

IV. Maintenance Notifications

We perform Standard Maintenance during limited windows that are historically known to be reliably low-traffic times. If and when maintenance is predicted to occur during periods of higher traffic, we will provide advance notice of those windows and will coordinate to the greatest extent possible with you.

Not all maintenance activities will cause application unavailability. However, if Tyler anticipates that activities during a Standard or Emergency Maintenance window may make the Tyler Software unavailable, we will provide advance notice, as reasonably practicable that the Tyler Software will be unavailable during the maintenance window.

Exhibit C
Schedule 1
Support Call Process

Support Channels

Tyler Technologies, Inc. provides the following channels of software support for authorized users*:

(1) On-line submission (portal) – for less urgent and functionality-based questions, users may create support incidents through the Tyler Customer Portal available at the Tyler Technologies website. A built-in Answer Panel provides users with resolutions to most "how-to" and configuration-based questions through a simplified search interface with machine learning, potentially eliminating the need to submit the support case.
(2) Email – for less urgent situations, users may submit emails directly to the software support group.
(3) Telephone – for urgent or complex questions, users receive toll-free, telephone software support.

** Channel availability may be limited for certain applications.*

Support Resources

A number of additional resources are available to provide a comprehensive and complete support experience:

(1) Tyler Website – www.tylertech.com – for accessing client tools, documentation, and other information including support contact information.
(2) Tyler Search -a knowledge based search engine that lets you search multiple sources simultaneously to find the answers you need, 24x7.
(3) Tyler Community –provides a venue for all Tyler clients with current maintenance agreements to collaborate with one another, share best practices and resources, and access documentation.
(4) Tyler University – online training courses on Tyler products.

Support Availability

Tyler Technologies support is available during the local business hours of 8 AM to 5 PM (Monday – Friday) across four US time zones (Pacific, Mountain, Central and Eastern). Tyler's holiday schedule is outlined below. There will be no support coverage on these days.

New Year's Day	Labor Day
Martin Luther King, Jr. Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day

Emergency 24-hours per day, 7 days per week telephone support is available for reporting Priority Level 1 Defects for Enterprise CAD, eCitation, Mobile, ShieldForce, and interfaces only. The Client will be provided a phone number for such support for those Level 1 Defects after 9:00 p.m. The incident will be escalated throughout our support apparatus until service is restored. If RMS is experiencing an issue that doesn't impact CAD, the Client can call support, and the support rep will assist. The entire environment is monitored 24/7.

Incident Handling

Incident Tracking

Every support incident is logged into Tyler's Customer Relationship Management System and given a unique case number. This system tracks the history of each incident. The case number is used to track and reference open issues when clients contact support. Clients may track incidents, using the case number, through Tyler's Customer Portal or by calling software support directly.

Incident Priority

Each incident is assigned a priority level, which corresponds to the Client's needs. Tyler and the Client will reasonably set the priority of the incident per the chart below. This chart is not intended to address every type of support incident, and certain "characteristics" may or may not apply depending on whether the Tyler software has been deployed on customer infrastructure or the Tyler cloud. The goal is to help guide the Client towards clearly understanding and communicating the importance of the issue and to describe generally expected response and resolution targets in the production environment only.

References to a "confirmed support incident" mean that Tyler and the Client have successfully validated the reported Defect/support incident.

Priority Level	Characteristics of Support Incident	Resolution Targets*
1 Critical	Support incident that causes (a) complete application failure or application unavailability; (b) application failure or unavailability in one or more of the client's remote location; or (c) systemic loss of multiple essential system functions.	Tyler shall provide an initial response to Priority Level 1 incidents within one (1) business hour of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within one (1) business day. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the Client in restoring its last available database.
2 High	Support incident that causes (a) repeated, consistent failure of essential functionality affecting more than one user or (b) loss or corruption of data.	Tyler shall provide an initial response to Priority Level 2 incidents within four (4) business hours of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within ten (10) business days. For non-hosted customers, Tyler's responsibility for loss or corrupted data is limited to assisting the Client in restoring its last available database.

Priority Level	Characteristics of Support Incident	Resolution Targets*
3 Medium	Priority Level 1 incident with an existing circumvention procedure, or a Priority Level 2 incident that affects only one user or for which there is an existing circumvention procedure.	Tyler shall provide an initial response to Priority Level 3 incidents within one (1) business day of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents without the need for a circumvention procedure with the next published maintenance update or service pack, which shall occur at least quarterly. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the Client in restoring its last available database.
4 Non-critical	Support incident that causes failure of non-essential functionality or a cosmetic or other issue that does not qualify as any other Priority Level.	Tyler shall provide an initial response to Priority Level 4 incidents within two (2) business days of receipt of the incident. Once the incident has been confirmed, Tyler shall use commercially reasonable efforts to resolve such support incidents, as well as cosmetic issues, with a future version release.

Response and Resolution Targets may differ by product or business need

Incident Escalation

If Tyler is unable to resolve any priority level 1 or 2 defect as listed above or the priority of an issue has elevated since initiation, you may escalate the incident to the appropriate resource, as outlined by each product support team. The corresponding resource will meet with you and any Tyler staff to establish a mutually agreeable plan for addressing the defect.

Remote Support Tool

Some support calls may require further analysis of the Client's database, processes or setup to diagnose a problem or to assist with a question. Tyler will, at its discretion, use an industry-standard remote support tool. Tyler's support team must have the ability to quickly connect to the Client's system and view the site's setup, diagnose problems, or assist with screen navigation. More information about the remote support tool Tyler uses is available upon request.

Roseville CA SaaS Flip - FINAL 062326 062426-pre-sign

Final Audit Report 2026-06-24

Created:	2026-06-24
By:	Lori English (lori.english@tylertech.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwYzmqxOLy8DmSUQ48H9eD8jABb0sP9ul

"Roseville CA SaaS Flip - FINAL 062326 062426-pre-sign" History

Document created by Lori English (lori.english@tylertech.com)
2026-06-24 - 3:10:35 PM GMT- IP address: 163.116.253.51

Document emailed to Rachel Mehlsak (rachel.mehlsak@tylertech.com) for signature
2026-06-24 - 3:28:16 PM GMT

Email viewed by Rachel Mehlsak (rachel.mehlsak@tylertech.com)
2026-06-24 - 3:41:15 PM GMT- IP address: 163.116.157.55

Document e-signed by Rachel Mehlsak (rachel.mehlsak@tylertech.com)
Signature Date: 2026-06-24 - 3:44:04 PM GMT - Time Source: server- IP address: 163.116.157.55 - Signature Appearance Selected: IMAGE

Agreement completed.
2026-06-24 - 3:44:04 PM GMT

CITY OF ROSEVILLE CALIFORNIA

PURCHASING FINANCE

SOLE SOURCE FORM

Requesting Department: Information Technology
Name of Requestor: Melissa Patrick

Division: Business Development
Extension: 5127

Total Dollar Amount:$1,622,794.19

Vendor Name: Oracle America, Inc.

Sole Source forms are not required for purchases less than $5,000

DEFINITIONS: Sole Source means that there is only **one** supplier who can provide the required product or service; or there may be more than one available supplier for a particular product or service; however, a ***sole provider*** is being selected based upon one or more of the following reasons:

Check applicable criteria and complete explanation section.

☒ *Standardization*: Sole Brand items are used in cases where the City requires the item(s) to standardize parts, design, quality, etc. with a particular brand or model. Sole Brand items may be items which perform a certain function for which no other items are known to exist. *(Explain below)*

☐ *Critical Schedule Requirements*: Supplier is the firm best able to meet critical schedule requirements. NOTE: This is not available for construction goods or services over the Council limit. (*Explain below)*

☐ *Specialized Test Facilities/Equipment*: Supplier is known to have facilities and/or test equipment which is highly specialized. *(Explain below)*

☐ *Patented, Copyrighted, or Licensed Item or Service:* The item or service is held under exclusive title, trademark or copyright by a private person or company. (*Attach letter from manufacturer authorizing specific supplier.)*

☐ *Distributorship*: Manufacturer defines limited or proprietary distribution channels, i.e., one designated vendor for the local sales territory. (*Attach letter from manufacturer authorizing specific supplier.)*

☐ *Professional Services Over Bid Limit (Requires City Manager and City Attorney approval):* Contracts for professional services not conducive to bidding (including, without limitation, contracts for engineering, architectural, accounting or legal services). Compelling reasons warrant an exception to the competitive procurement process. *(Explain below)*

Explanation: (Attach additional pages if needed.)
Keeping our Public Safety private data within our current enterprise public safety suite and not switching to another party is crucial for maintaining security, accuracy and safety. The City currently licenses various Tyler Technologies applications used for public safety operations, including computer-aided dispatch, records management, reporting, mobile communications, and multiple interfaces. These systems are presently deployed on-premise under a long-standing agreement with Tyler. Tyler's Software as a Service (SaaS) model provides modern, cloud-hosted delivery of these systems, offering secure hosting through Tyler and AWS GovCloud, continuous updates, defined service levels, disaster recovery capabilities, and structured support processes. The new SaaS Agreement establishes a multi-year cloud-based contract for the City's existing Tyler systems and transitions all current applications into Tyler's hosted environment.

ADDITIONAL INFORMATION:

Vendor Name: Tyler Technologies, Inc.

Phone: (469)361-4370

Contact Person: Jeff Shaw

Email Address: Jeff.Shaw@tylertech.com

Address: One Tyler Drive, Yarmouth, ME 04096

Define / Describe specific product(s) or service(s): ***required**

This is for a new Tyler Technologies Software as a Service (SaaS) Agreement. This agreement establishes a new cloud-based contract for the City's existing Tyler applications, transitioning CAD, RMS, mobile tools, reporting, data, and interfaces from the current on-premise setup into Tyler's hosted SaaS environment. The agreement modernizes system operations with cloud hosting through Tyler and AWS GovCloud, updated security and uptime standards, disaster recovery commitments, and professional services to support the migration.

AUTHORIZATION:

"I, the Undersigned, understand the City's requirement for competitive bidding. I also understand sole source purchases do not allow a competitive bid process. I have researched alternatives and other sources and have made a concerted effort to review comparable/equal equipment and sources. I believe, to the best of my knowledge, this sole source request to be justified and have found the supplier identified above to be the best source for this procurement action, with the agreed-upon pricing to be fair and reasonable and in the best interest of the City of Roseville for the utilization of its public funds."

Signature (Requestor): Melissa Patrick Date: 7/21/26

The signatures below certify that the information submitted on this form has been reviewed and has departmental approval. The final determination of sole source approval shall be made by the Purchasing Office in coordination with the City Attorney's Office. The City Attorney's Office or Purchasing Office should be the final signature received.

Division Manager Approval (required for purchases equal to or greater than $5,000)

Signature (Division Manager): Jesse Ravera Date: 07/21/2026

***Purchasing Signature is not required if over Council Limit**

Purchasing Official Approval (required for purchases between $5,000 – $74,999.99)

Signature (Purchasing Official): _____ Date: _____

Department Head and City Attorney Approval (required for purchases equal to or greater than $75,000)

Signature (Department Head): Jesse Ravera on behalf of Hong Sao Date: 07/21/2026

Signature (City Attorney): _____ Date: 7/21/2026

City Manager and City Attorney Approval (required only for professional services equal to or greater than $75,000)

Signature (City Manager): _____ Date: _____

Signature (City Attorney): _____ Date: _____

Purchasing Use Only

PR Number: _____ *CPA/ PO Number:* _____ *Dollar Amount: $* _____

Buyer: _____ *City Council Approval Date:* _____ *Expires:* _____

Communication

Meeting Date: 8/5/2026
Item #: VI.12
File #: 0600-06 & 0203-06
Item ID: 2026-643

Title:	Employee Recognition, Rewards, and Survey Management Software - Contract Purchase Agreement Amendment
Contact:	Melissa Patrick 916-774-5127 mpatrick@roseville.ca.us

SUMMARY

Staff recommends approval of an amendment to a contract purchase agreement (CPA) with WorkTango, Inc., providing employee recognition, rewards, and survey management subscription services, and authorizing the City Manager to execute it on behalf of the City of Roseville. This amendment increases the CPA amount from $74,997 to $81,879.30 and is included in the Information Technology Operating Budget.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve Amendment 1 to Contract Purchase Agreement (3003501) with WorkTango, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville. The City's existing Contract Purchase Agreement (CPA 3003501) with WorkTango, Inc. ("WorkTango") provides employee recognition, rewards, and survey management subscription services. In Fiscal Year (FY) 2025-26, Human Resources increased the number of licensed users to support expanded organizational participation. WorkTango processed an Order Form adding 100 additional users, resulting in increased annual costs for the final contract year. This amendment increases the CPA amount from $74,997 to $81,879.30 and formally incorporates WorkTango's Maximum User Increase Order Form, dated April 7, 2026.

BACKGROUND

The City uses WorkTango to support employee recognition and engagement. As more employees began participating in FY2025-26, the Human Resources Department increased the number of licensed users on the platform. WorkTango provided an official order form documenting the additional users and the updated pricing.

Because adding users increases the annual subscription cost, the original contract amount must be increased. All required signatures and insurance documents have been completed, and the amendment is ready for Council consideration.

FISCAL IMPACT

The total cost of service payable under this agreement is increased from $74,997 to $81,879.30 and is included in the Information Technology Operating Budget. The purpose of this amendment is to reflect the cost increase and expansion of the user count for the Recognition & Rewards and Surveys & Insights

subscription services. Additionally, the attached WorkTango, Inc. “WorkTango Maximum User Increase Order Form” dated April 7, 2026, will be incorporated by reference into this agreement.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. This software purchases and project implementation cost meet the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

6. Deliver exceptional City services

Respectfully Submitted,
Melissa Patrick, Information Technology Program Manager

Jesse Ravera, Assistant Information Technology Director

ATTACHMENTS:

1. Resolution 26-295

REVIEWERS:

Melissa Patrick, Information Technology Department	Created/Initiated - 7/16/2026
Jesse Ravera, Information Technology Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/27/2026

RESOLUTION NO. 26-295

APPROVING A CONTRACT PURCHASE AGREEMENT AMENDMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND WORKTANGO, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, Amendment 1 to Contract Purchase Agreement (3003501) for the Employee Recognition, Rewards, and Survey Management Software, by and between the City of Roseville and WorkTango, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said amendment is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 20___, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.13
File #: 0704
Item ID: 2026-593

Title:	Architectural Services - On-Call Professional Design Services Agreement
Contact:	Tara Gee 916-774-5253 tgee@roseville.ca.us

SUMMARY

Staff recommends approval of an on-call professional design services agreement with WMB Architects, Inc. with a not-to-exceed amount of $200,000 per year. Work performed under the agreement will be funded, as applicable, by developer fees, capital rehabilitation funds, and/or capital improvement project funds. Staff additionally requests authority for the City Manager or designee to execute up to two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving an On-Call Professional Design Services Agreement with WMB Architects, Inc. for On-Call Architectural Services, and authorizing the City Manager to execute it on behalf of the City of Roseville.

Staff additionally requests authority for the City Manager or his designee to execute up to two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

BACKGROUND

In March 2026, a Request for Proposals was issued seeking experienced professional firms to submit to the Parks, Recreation & Libraries Department for on-call professional design services. The intent of this professional design services agreement is to utilize these services to meet project demands. This will allow for more responsiveness to resident, contractor and developer needs along with greater quality control. Seven (7) firms responded to the Request for Proposals.

After a panel review and based on the firm's methodology, park project experience, familiarity with the City standards and development processes and technical expertise, WMB Architects was selected and is recommended for contract approval.

The on-call services do not guarantee an annual amount of work and is in place on an "as needed" basis. Additionally, annual extensions, if approved, will be based on project workload, needs and approved budgets. Approval of extensions is requested to be authorized by Council and delegated to the City Manager. If approved, the contract period could extend to June 30, 2029 (FY2029).

FISCAL IMPACT

The agreement has a not-to-exceed amount of $200,000 per year. Work performed under these

professional agreements will be paid using developer fees, capital rehabilitation funds and/or capital improvement project budgets.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)). The professional design services agreement meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

1. Ensure a safe and healthy community
2. Remain fiscally responsible in a changing world
4. Invest in well-planned infrastructure and growth
6. Deliver exceptional City services

Respectfully Submitted,
Tara Gee, Park Planning and Development Manager

Jill Nunes, Parks Recreation and Libraries Director

ATTACHMENTS:

1. Resolution 26-296
2. PDSA- Architectural Services
3. Intent to Award-WMB

REVIEWERS:

Tara Gee, Parks, Recreation, and Libraries Department - Park Development	Created/Initiated - 7/12/2026
Tara Gee, Parks, Recreation, and Libraries Department - Park Development	Approved - 7/12/2026
Jill Nunes, Parks, Recreation, and Libraries - All	Approved - 7/15/2026
Kelly Aye, City Attorney Department	Approved - 7/17/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/22/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-296

APPROVING AN ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND WMB ARCHITECTS, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, an On-Call Professional Design Services Agreement for On-Call Architectural Services, by and between the City of Roseville and WMB Architects, Inc. has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his or her designee is authorized to execute two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 20___, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT

On-Call Architectural Services

THIS AGREEMENT is made and entered into this ___ day of _____, 20__, by and between the City of Roseville, a municipal corporation ("CITY"), and WMB Architects, Inc., a California corporation ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY issued Request for Proposal #13-191 for professional design services consisting of on-call architectural services; and

WHEREAS, CONSULTANT has prepared a response to the Request for Proposal dated April 23, 2026, which describes the scope of services to be performed by CONSULTANT, and the hourly rates for performance of such services; and

WHEREAS, CONSULTANT is qualified and experienced to provide professional architectural services on an on-call basis.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement shall commence upon execution and expire on June 30, 2027. The City Manager may, in his or her discretion, elect to extend the Agreement in one (1) year increments for up to an additional two (2) years by giving CONSULTANT thirty (30) days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement.

2. Services. CONSULTANT shall perform, at the direction of CITY, the scope of the on-call services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference. Individual tasks will be awarded by CITY on an as-needed basis. CITY may assign work to one or more consultants from an approved qualified list. CITY reserves the right to unilaterally assign work to any consultant as it deems prudent or, if no services are required, no work. CITY makes no specific guarantee of a minimum or maximum number of hours or amount of tasks or services, which shall be required of any single consultant. In addition, the inclusion of any consultant on any qualified list, if so utilized by CITY, shall in no way be considered an exclusive agreement to provide service for CITY.

3. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the hourly rates as described in EXHIBIT "B," attached hereto and incorporated herein by this reference. Any proposed increase in the effective rates for future services must be preceded by at least a 90-day written notice to the contracting department. Total compensation shall not exceed two hundred thousand dollars ($200,000) for the initial term. Total compensation for optional renewal years of this Agreement shall not exceed two hundred thousand dollars ($200,000) per year. Total compensation for the initial term and all optional renewal years shall not exceed six hundred thousand dollars ($600,000). Adjustment to the total compensation per year shall require a written amendment to this Agreement, subject to approval by the City Council.

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within

thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

4. Indemnification. To the fullest extent allowed by law, CONSULTANT agrees to indemnify, including the cost to defend CITY, and its officers, agents, employees and volunteers from any and all claims, demands, costs or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by CITY or the agents, servants, or independent contractors who are directly responsible to CITY, or arising from the active negligence of CITY. Notwithstanding any terms of this section, indemnification and defense obligations shall conform to California Civil Code Section 2782.8.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

5. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$2,000,000 each occurrence $4,000,000 aggregate Personal Injury: $2,000,000 each occurrence $4,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$2,000,000 per claim $4,000,000 aggregate
Cyber Liability Insurance (If related to information technology services)	$1,000,000 each occurrence

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds.

Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability.

Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

6. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed

hereunder, and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provisions in its contracts with all subcontractors.

7. Prevailing Wages. When applicable, for purposes of this Agreement, CONSULTANT and its subcontractors shall comply with all applicable prevailing wage laws, e.g., but not limited to, California Labor Code Sections 1770 et seq. In accordance with said Section 1775, CONSULTANT shall forfeit as a penalty to the City two hundred dollars ($200) for each calendar day or portion thereof for each worker paid less than the prevailing rates for such work or craft in which such worker is employed for any work done on-site under the Agreement by CONSULTANT or by any subcontractor in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage shall be paid to each worker by CONSULTANT or the applicable subcontractor.

Pursuant to the provisions of California Labor Code Section 1773, the contracting department has identified the source, stated below, of the general prevailing rate of wages applicable to the site to be done, for straight time, overtime, and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of worker concerned. These wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm.

Pursuant to Labor Code Section 1773.2, general prevailing wage rates set forth above, which forms a part of this Agreement, shall be posted by CONSULTANT at a prominent place at the work site. Prevailing wage rates to be posted at the work site will be furnished by the contracting department. The possibility of wage increases is one of the elements to be considered by CONSULTANT in determining its proposal, and will not under any circumstances be considered as the basis of a claim against CITY or the Agreement.

8. Contractor Registration. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this Agreement, CONSULTANT and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. CONSULTANT is hereby notified that this Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

9. Time is of the Essence. Time is of the essence of this Agreement.

10. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

11. Public Contracts: Conflicts of Interest. CONSULTANT's duties and services under this Agreement shall not include preparing or assisting CITY with any portion of the CITY's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with CITY. CITY shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications.

CONSULTANT shall cooperate with CITY to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this Agreement.

12. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

13. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

14. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

15. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an

independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

16. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

17. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

18. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire,

CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

19. Confidential Information. CONSULTANT agrees that any and all information furnished by CITY shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to CONSULTANT and/or processed and derived by CONSULTANT'S services is the property of CITY and such property shall be deemed and treated as "Confidential Information" of CITY. CONSULTANT acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. CONSULTANT agrees that such Confidential Information shall not be disclosed to any third party without written permission from CITY, except as required by law. CONSULTANT shall not use the Confidential Information except to perform CONSULTANT's services as directed by CITY.

All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure CONSULTANT's own information of a similar type, and in no event less than reasonable in view of the type and nature of the information involved. It is the CITY's expectation that CONSULTANT, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to CITY.

Upon termination or expiration of this Agreement, CONSULTANT will ensure that all Confidential Information is securely transferred to CITY within thirty (30) calendar days. CONSULTANT will ensure that any transfer of Confidential Information is accomplished by methods that are compatible with the relevant CITY systems, and that CITY will have access to all Confidential Information during any such transfer. CONSULTANT shall securely dispose of all Confidential Information when requested by CITY and CONSULTANT will provide written notification to CITY once all Confidential Information has been securely disposed of.

CONSULTANT shall report to CITY any data compromise or unauthorized access to Confidential Information within twenty-four (24) hours after CONSULTANT discovers such data compromise or unauthorized access. CONSULTANT will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, CONSULTANT will not provide notice to end users or

other entities of any such data compromise or unauthorized access without written permission from CITY. CONSULTANT will promptly reimburse CITY in full for all fees and costs incurred by CITY in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the CITY's sole discretion, could be impacted by identity theft, and shall maintain and make available to CITY, applicable insurance coverage to address such costs.

20. Termination of Agreement. CITY may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. CONSULTANT understands that continuation of this Agreement past June 30th of any given year is contingent upon appropriation of funds for such purpose in the budget of the City of Roseville in the sole discretion of the City Council. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any material, notwithstanding any termination or any dispute regarding the amount to be paid.

21. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California,

regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

22. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

23. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

24. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	CONSULTANT
Parks, Recreation, & Libraries Department Attn: Tara Gee 316 Vernon Street, Suite 400 Roseville, CA 95678	WMB Architects Attn: Tim Mattheis 2000 L Street, Suite 125 Sacramento, CA 95811

Either party may amend its address for notice by giving notice to the other party in writing.

25. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and CONSULTANT has caused this Agreement to be executed.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF ROSEVILLE, a
municipal corporation

BY: _____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
JILL NUNES
Parks, Recreation & Libraries Director

WMB ARCHITECTS INC., a
California corporation

BY: Timothy Mattheis
its: Timothy Mattheis - President

and

BY: _____
its: Doug Davis - Corporate Secretary | CFO

EXHIBIT “A”

PROJECT UNDERSTANDING

For all City of Roseville project engagements, our mission is to Craft Tailored Solutions – it is our methodology of approach in shaping all project tasks and work plans. We recognize that a boilerplate response is not appropriate for the wide variety of projects the occur within an On-Call Contract of Services. We listen carefully to project stakeholders and develop solutions, utilizing technical skill and experience, that are tailored to respond to the unique objectives of each project. For every project, WMB endeavors to achieve the best outcome possible for the City to gain the maximum benefit from your expenditure of resources.

On-call or Indefinite Quantity Architectural Services must respond to a wide range of scope, program components, stakeholders, budgets, timelines and points of engagement, each particular to the City's needs as they arise. For all the identified projects - standard comfort station plan updates, structural rehabilitation projects and various ADA/code compliance projects yet to be identified, we employ these guidelines for evaluation and discussion with the City for the development of work plans and schedules for projects when they commence:

- Understand program needs and goals
- Identify all existing information available for the project; plans, studies, partial documents
- Establish stakeholders and decision makers; extent of involvement and roles
- Identify all additional engineering testing and study requirements
- Understand budget expectations and goals; evaluate efficacy, and advise adjustments
- Understand timeline goals and expectations
- Identify the extent, quality and content of deliverables expected
- Establish the preferred/expected project delivery method
- Understand the extent and content of services expected through all phases of project delivery

As an example of implementing these guidelines for specific project needs, a recent project request from Parks & Recreation was for an initial study of options for site layouts and code analysis for the new RSC Maintenance Yard shop and office portable buildings. An internal City review with the Fire Department indicated concerns about the sizes and adjacency of the buildings without the requirement for fire walls and fire sprinkler system. From initial discussions with the Parks Project Manager, we were able to identify the goals of the project, clarify program needs for building sizes, vehicular and pedestrian circulation, the desired building orientation on the property, and the project delivery methods (design-build shop and pre-manufactured portable) and timelines. With this program understanding, we were able to quickly conduct a code analysis and develop two site layout alternatives for the buildings without the need for fire walls or fire sprinklers. A further plan refinement of a preferred alternative from City review led to an engagement for completing the design and construction documents including civil, structural, mechanical and electrical scopes of work.

From our experience in servicing On-Call Architectural Contracts for numerous municipalities we have developed practice efficiencies to craft projects for maximum project value. WMB's ability to perform work rapidly, efficiently and economically begins with Principal-led design teams leveraged with skilled team members and 55 years of organizational efficiencies.

PROJECT UNDERSTANDING

WMB has developed office standard practice templates that ensure quality of our product and efficiency in documentation:

- ***Procedure Standards*** **-** checklist steps for each Phase of a project
- ***Production Standards*** **-** checklists ensuring team coordination and quality in documentation
- ***Standard Detail Library*** **-** a resource of commonly utilized details to enhance efficiency
- ***Revit Model Standard Templates*** **-** common formats for construction document production, views, notes, symbols and families
- ***Code Compliance Checklists*** **-** Planning and building code checklists that speed the code review process while ensuring thoroughness in code compliance
- ***Graphic Standards Library*** **-** a library of internal graphic resources, entourage, font and templates that increase efficiency in graphic design exhibits and renderings
- ***Master Specifications Library*** **-** a library of detailed construction document specifications that allow rapid editing for specific products and procedures applicable to trade work for any project
- ***Sustainability Checklists*** **-** procedures and design checklists to guarantee integration of sustainable practices in design outcomes and final materials and product selection and specification
- ***Product and System Resource Library*** **-** a continually updated spreadsheet catalog of companies, products and contact information for quick reference and integration into projects for reliable, cost-effective and quality products and materials



PROJECT PLAN

WMB Architects' experience partnering with Roseville Parks & Recreation across the 6 years of IDQ contract service provides us a clear understanding of your expectations and standards - a foundation we can continue to build upon to deliver responsive, cost effective and quality project deliverables. In addition to leveraging this understanding by employing our guidelines and documentation efficiencies described above, our team brings distinctive strengths to each of the projects and project areas identified in the RFP:

Standard Comfort Station Plans

- The current 2022 comfort station model plans were developed in 2023 under WMB's responsible control. Using the existing Revit model as a base of development we can efficiently make modifications to both Parks-directed enhancements or adjustments and code mandated changes. We are intimately familiar with the building systems and details of the structures and can effectively evaluate desired modifications, check material and product availability and update code clearances and standards. In addition to 2025 code review requirements review, we will initiate a review and with the Park's Project Manager to identify desired items of improvement, adjustment and upgrade to incorporate into the 2025 permitted prototype Comfort Station construction documents.
- CASp expertise in review of all accessibility code requirements
- Accurate cost estimating for public facilities understanding the fluctuating market conditions.

Structural Evaluations and Miscellaneous ADA Code Compliance

- Understanding the urgency of miscellaneous project requests and prioritizing time needed to provide responsive deliverables.
- Responsive emergency repair investigations and reports. Distinctive expertise and experience in structural evaluations of existing structures and site structural features.
- CASp expertise to review and evaluate all projects for accessibility compliance.
- Cost estimating expertise in public sector project valuations understanding market fluctuations and current costing.
- Experience and expertise developing construction document packages with a high degree of quality control and efficiency.
- A recent example of WMB's project plan approach is the structural repairs of the Maidu softball wind-damaged backstop screen. WMB promptly engaged the structural engineer and arranged a site visit for investigation of existing conditions, both the structural damage as well as the accessibility upgrades required for areas of non-compliance. The scope of both structural and accessibility improvements were identified and schematic plan options developed and reviewed by the City for a preferred direction. The design team then completed construction documentation, City permitting and provided assistance with RFI, submittal and substitution reviews during construction. In review of the contractor's proposed substitutions of the structural repairs, the WMB firmly advised the City to reject inferior retrofit methods and products, and provided quality assurance of the final construction integrity.

EXHIBIT "B"



WMB ARCHITECTS

Schedule of Hourly Rates

WMB ARCHITECTS	
Senior Principal Architect	$270
Principal Architect	$240
Associate Architect	$225
Project Architect	$215
Architect II	$200
Architect I	$185
Designer II	$175
Designer	$160
BIM Technician	$140
Administrative Support	$95

ZFA STRUCTURAL ENGINEERS	
Executive Principal	$275
Principal	$230
Associate Principal	$205
Senior Associate	$195
Associate	$185
Senior Engineer	$165
Engineer	$150
Designer	$135
Project BIM Manager	$155
Senior BIM Tech	$145
BIM Technician	$125
Engineering Support	$85

LP CONSULTING ENGINEERS	
Principal Engineer	$275
Associate/PE Engineer/RCDD	$215
Project Manager/Engineer	$180
Senior Designer	$165
Designer	$150
CADD/Revit Technician	$125
Clerical	$90

WOOD ROGERS	
Principal Engineer II	$350
Principal Engineer I	$315
Senior Engineer II	$285
Senior Engineer I	$275
Project Engineer II	$260
Project Engineer I	$250
Engineer II	$235
Engineer I	$215
Assistant Engineer	$175
Designer	$110
Sr. CAD Tech/Graphic Designer II	$220
Sr. CAD Tech/Graphic Designer I	$195
CAD Technician/Graphic Designer	$170
Project Coordinator	$185
Administrative Assistant	$150
1 Person Survey Crew	$280
2 Person Survey Crew	$400
3 Person Survey Crew	$510
Senior Field Technician I	$190
Field Technician II	$170
Field Technician I	$150

Reimbursable expenses include costs incurred by the Architect, the Architect's employees and Consultants directly related to the Project including but not limited to out-of-town mileage, printing, reproductions, plots, renderings, and postage/shipping.

CITY OF ROSEVILLE CALIFORNIA
Parks, Recreation & Libraries
316 Vernon Street, Suite 400
Roseville, CA 95678

NOTICE OF INTENT TO AWARD

To: All proposers

RE: RFQ #13-191 On-Call Architectural Services

From: Tara Gee, Park Planning & Development Manager, Parks, Recreation & Libraries Department

Subject: Notice of Intent to Award

For RFQ #13-191 – On-Call Architectural Services, pending City Council approval, the City recommends awarding a contract to WMB Architects

To inquire about the recommended award, please email Tara Gee, Park Planning & Development Manager, Parks, Recreation & Libraries Department at tgee@roseville.ca.us

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.14
File #: 0704
Item ID: 2026-594

Title:	Civil Engineering Services - On-Call Professional Design Services Agreements
Contact:	Tara Gee 916-774-5253 tgee@roseville.ca.us

SUMMARY

Staff recommends approval of on-call professional design services agreements with Sandis Civil Engineers Surveyors Planners and CWE with a not-to-exceed amount of $200,000 per year, per agreement. Work performed under these agreements will be paid using developer fees, capital rehabilitation funds and/or capital improvement project funds. Staff additionally requests authority for the City Manager or the City Manager's designee to execute up to three (3) additional one (1) year renewals per agreement without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with these consultants is not in the best interest of the City.

RECOMMENDATION

Staff recommends that the City Council adopt two resolutions approving On-Call Professional Design Services Agreements with Sandis Civil Engineers Surveyors Planners and CWE for Civil Engineering Services and authorizing the City Manager to execute them on behalf of the City of Roseville.

Staff additionally requests authority for the City Manager or his designee to execute three (3) additional one (1) year renewals per agreement without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with either consultant is not in the best interest of the City.

BACKGROUND

In March 2026, a Request for Qualifications/Proposals was issued seeking experienced professional firms to submit to the Parks, Recreation & Libraries Department for on-call professional design services. The intent of these professional design services agreements is to utilize these services to meet project demands. This will allow for more responsiveness to resident, contractor and developer needs along with greater quality control.

Seven (7) firms responded to the Request for Proposals.

After a panel review and based on the firm’s methodology, park project experience, familiarity with the City standards and development processes and technical expertise, the following firms were selected and are recommended for contract approval.

Civil Engineering Services – One base year with three one-year optional extensions up to $200,000 each year for:

- Sandis Civil Engineers Surveyors Planners

- CWE

The on-call services do not guarantee an annual amount of work and are in place on an “as needed” basis. Additionally, annual extensions, if approved, will be based on project workload, needs and approved budgets. Approval of extensions is requested to be authorized by Council and delegated to the City Manager. If approved, the contract period could extend to June 30, 2030 (FY2030).

FISCAL IMPACT

The not-to-exceed amount of each agreement is $200,000 per year. Work performed under these professional agreements will be funded by developer fees, capital rehabilitation funds, and/or capital improvement project budgets.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)).

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

1. Ensure a safe and healthy community
2. Remain fiscally responsible in a changing world
4. Invest in well-planned infrastructure and growth
6. Deliver exceptional City services

Respectfully Submitted,
Tara Gee, Park Planning and Development Manager

Jill Nunes, Parks Recreation and Libraries Director

ATTACHMENTS:

1. Resolution 26-297
2. Sandis PDSA
3. Resolution 26-298
4. CWE PDSA
5. Intent to Award

REVIEWERS:

Tara Gee, Parks, Recreation, and Libraries Department - Park Development	Created/Initiated - 7/15/2026
Jill Nunes, Parks, Recreation, and Libraries - All	Approved - 7/15/2026
Kelly Aye, City Attorney Department	Approved - 7/15/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026

RESOLUTION NO. 26-297

APPROVING AN ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND SANDIS CIVIL ENGINEERS SURVEYORS PLANNERS, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, an On-Call Professional Design Services Agreement for Civil Engineering Services, by and between the City of Roseville and Sandis Civil Engineers Surveyors Planners, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute three (3) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT

On-Call Parks Civil Engineering Services

THIS AGREEMENT is made and entered into this ___ day of _____, 20__, by and between the City of Roseville, a municipal corporation ("CITY"), and Sandis Civil Engineers Surveyors Planners, a California corporation ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY issued Request for Proposal #13-190 for professional services consisting of on-call civil engineering services; and

WHEREAS, CONSULTANT has prepared a response to the Request for Proposal dated April 30, 2026, which describes the scope of services to be performed by CONSULTANT, and the hourly rates for performance of such services; and

WHEREAS, CONSULTANT is qualified and experienced to provide professional civil engineering services on an on-call basis.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement shall commence upon execution and expire on June 30, 2027. The City Manager may, in his or her discretion, elect to extend the Agreement in one (1) year increments for up to an additional three (3) years by giving CONSULTANT thirty (30) days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement.

2. Services. CONSULTANT shall perform, at the direction of CITY, the scope of the on-call services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference. Individual tasks will be awarded by CITY on an as-needed basis. CITY may assign work to one or more consultants from an approved qualified list. CITY reserves the right to unilaterally assign work to any consultant as it deems prudent or, if no services are required, no work. CITY makes no specific guarantee of a minimum or maximum number of hours or amount of tasks or services, which shall be required of any single consultant. In addition, the inclusion of any consultant on any qualified list, if so utilized by CITY, shall in no way be considered an exclusive agreement to provide service for CITY.

3. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the hourly rates as described in EXHIBIT "B," attached hereto and incorporated herein by this reference. Any proposed increase in the effective rates for future services must be preceded by at least a 90-day written notice to the contracting department. Total compensation shall not exceed two hundred thousand dollars ($200,000) for the initial term. Total compensation for optional renewal years of this Agreement shall not exceed two hundred thousand dollars ($200,000). Total compensation for the initial term and all optional renewal years shall not exceed eight hundred thousand dollars ($800,000). Adjustment to the total compensation per year shall require a written amendment to this Agreement, subject to approval by the City Council.

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within

thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

4. Indemnification. To the fullest extent allowed by law, CONSULTANT agrees to indemnify, including the cost to defend CITY, and its officers, agents, employees and volunteers from any and all claims, demands, costs or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by CITY or the agents, servants, or independent contractors who are directly responsible to CITY, or arising from the active negligence of CITY. Notwithstanding any terms of this section, indemnification and defense obligations shall conform to California Civil Code Section 2782.8.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

5. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$2,000,000 each occurrence $4,000,000 aggregate Personal Injury: $2,000,000 each occurrence $4,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$2,000,000 per claim $4,000,000 aggregate
Cyber Liability Insurance (If related to information technology services)	$1,000,000 each occurrence

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds.

Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability.

Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

6. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed

hereunder, and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provisions in its contracts with all subcontractors.

7. Prevailing Wages. When applicable, for purposes of this Agreement, CONSULTANT and its subcontractors shall comply with all applicable prevailing wage laws, e.g., but not limited to, California Labor Code Sections 1770 et seq. In accordance with said Section 1775, CONSULTANT shall forfeit as a penalty to the City two hundred dollars ($200) for each calendar day or portion thereof for each worker paid less than the prevailing rates for such work or craft in which such worker is employed for any work done on-site under the Agreement by CONSULTANT or by any subcontractor in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage shall be paid to each worker by CONSULTANT or the applicable subcontractor.

Pursuant to the provisions of California Labor Code Section 1773, the contracting department has identified the source, stated below, of the general prevailing rate of wages applicable to the site to be done, for straight time, overtime, and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of worker concerned. These wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm.

Pursuant to Labor Code Section 1773.2, general prevailing wage rates set forth above, which forms a part of this Agreement, shall be posted by CONSULTANT at a prominent place at the work site. Prevailing wage rates to be posted at the work site will be furnished by the contracting department. The possibility of wage increases is one of the elements to be considered by CONSULTANT in determining its proposal, and will not under any circumstances be considered as the basis of a claim against CITY or the Agreement.

8. Contractor Registration. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this Agreement, CONSULTANT and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. CONSULTANT is hereby notified that this Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

9. Time is of the Essence. Time is of the essence of this Agreement.

10. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

11. Public Contracts: Conflicts of Interest. CONSULTANT's duties and services under this Agreement shall not include preparing or assisting CITY with any portion of the CITY's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with CITY. CITY shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications.

CONSULTANT shall cooperate with CITY to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this Agreement.

12. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

13. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

14. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

15. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an

independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

16. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

17. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

18. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire,

CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

19. Confidential Information. CONSULTANT agrees that any and all information furnished by CITY shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to CONSULTANT and/or processed and derived by CONSULTANT'S services is the property of CITY and such property shall be deemed and treated as "Confidential Information" of CITY. CONSULTANT acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. CONSULTANT agrees that such Confidential Information shall not be disclosed to any third party without written permission from CITY, except as required by law. CONSULTANT shall not use the Confidential Information except to perform CONSULTANT's services as directed by CITY.

All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure CONSULTANT's own information of a similar type, and in no event less than reasonable in view of the type and nature of the information involved. It is the CITY's expectation that CONSULTANT, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to CITY.

Upon termination or expiration of this Agreement, CONSULTANT will ensure that all Confidential Information is securely transferred to CITY within thirty (30) calendar days. CONSULTANT will ensure that any transfer of Confidential Information is accomplished by methods that are compatible with the relevant CITY systems, and that CITY will have access to all Confidential Information during any such transfer. CONSULTANT shall securely dispose of all Confidential Information when requested by CITY and CONSULTANT will provide written notification to CITY once all Confidential Information has been securely disposed of.

CONSULTANT shall report to CITY any data compromise or unauthorized access to Confidential Information within twenty-four (24) hours after CONSULTANT discovers such data compromise or unauthorized access. CONSULTANT will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, CONSULTANT will not provide notice to end users or

other entities of any such data compromise or unauthorized access without written permission from CITY. CONSULTANT will promptly reimburse CITY in full for all fees and costs incurred by CITY in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the CITY's sole discretion, could be impacted by identity theft, and shall maintain and make available to CITY, applicable insurance coverage to address such costs.

20. Termination of Agreement. CITY may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. CONSULTANT understands that continuation of this Agreement past June 30th of any given year is contingent upon appropriation of funds for such purpose in the budget of the City of Roseville in the sole discretion of the City Council. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any material, notwithstanding any termination or any dispute regarding the amount to be paid.

21. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California,

regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

22. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

23. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

24. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	CONSULTANT
Parks, Recreation & Libraries Department Attn: Tara Gee 316 Vernon Street, Suite 400 Roseville, CA 95678	Sandis Civil Engineers Surveyors Planners Attn: Nate Dickinson 3007 Douglas Boulevard, Suite 105 Roseville, CA 95661

Either party may amend its address for notice by giving notice to the other party in writing.

25. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and CONSULTANT has caused this Agreement to be executed.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF ROSEVILLE, a
municipal corporation

BY: _____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
JILL NUNES
Parks, Recreation, & Libraries Director

SANDIS CIVIL ENGINEERS
SURVEYORS PLANNERS, a California
corporation

BY: _____
its: President

and

BY: _____
its: Chief Financial Officer

EXHIBIT "A"

PROJECT UNDERSTANDING

As a local business in the City of Roseville, Sandis is invested in providing excellent services for the betterment of the community. Sandis is committed to contributing to the overall health and wellness of our communities. Our portfolio of park and recreational facility projects demonstrates Sandis' values and dedication to public health. From project conception to final completion, Sandis works seamlessly with clients and communities to ensure that project goals become a reality. We have consistently worked on civic and park projects for decades and are dedicated to helping communities have safe, recreational green spaces for all to enjoy.

The primary contact for this project will be Principle-in-Charge Nate Dickinson, PE, QSD/P. Both Nate and our proposed team are familiar with Parks and Construction Standards and Public Works Design & Construction Standards. More importantly, the Sandis Team has reviewed and put together a staffing plan that will meet the needs and goals of the overall contract and understands the park planning process to make a City of Roseville park project a success.

KEYS TO SUCCESSFUL PROJECT MANAGEMENT

Several key elements will be essential to a project's success.

- Management work plan
- Succinct team coordination/collaboration
- Project kick-off meeting with bi-weekly virtual meetings
- Thoughtful planning and scheduling of site visits and collaborative workshops
- Frequent progress reporting
- Cloud-based file sharing and document control
- Coordination of responses to review comments at each step of the project
- Quality assurance/quality control plan

KEY ISSUES AND PROBLEM SOLVING

Sandis problem solving Sample Project in action 1.

At Sandis, we take pride in developing actionable solutions to engineering challenges. An example of this in action has been our work with the Throckmorten Ridge Fire Station to construct a new fire station within limited space.



Throckmorten Fire Station

This fire station was constructed to replace and upgrade an early 1970s era station. The new fire station won awards for architecture and energy efficiency. With photovoltaic electricity generation and geothermal heating and cooling, as well as 'green" materials used in all aspects of design and construction, this station is a model for future fire stations nationwide.

This station is situated in a crucial location to respond to wildland fires on the southern and west Marin coast, Mt. Tamalpais, and in the urban-interface areas above Mill Valley. Protecting the community of Muir Beach, the Throckmorton Ridge fire station also responds to Muir Woods National Monument, Mt. Tamalpais State Park, and the Marin Municipal Watershed.

Key to the project was use of the limited project site to allow for the demolition, new construction, and temporary structures to allow for continued fire operations. Careful attention was paid to understanding the fire station operations and equipment requirements and construction logistics. For instance, the entrance road was reconstructed in stages to allow continuous access by fire station staff and equipment. New utilities were designed and constructed to serve both the existing station as well as serve the new station, with easy and short duration cut over for each utility. Ultimately smart design decisions and careful construction phasing allowed for project success.



Lucile Packard Children's Hospital

Sandis problem solving Sample Project in action 2.
At Sandis, we take pride in developing actionable solutions to challenges. An example of this in action has been our recent work with the Lucile Packard Children's Hospital.

Beginning with a vision in 1986 of creating the preeminent facility for pediatric care, David and Lucile Packard donated $40 Million dollars to the Stanford University Medical Center. Six years later Lucile Packard Children's Hospital was opened. For the next 16 years, the hospital provided exceptional pediatric care as the Bay Area community continued to grow and thrive.

By the early 2000s, it was apparent that the hospital would need to expand to meet the ever-growing need for care within the Bay Area. After a major fundraising effort, the design began for a significant expansion. The new hospital addition would provide 200 new patient beds, operating suites, imaging, central sterilization, diagnostic rooms, and many other aspects of modern healthcare. All of this would be achieved while focusing on a family-centered approach to healthcare and utilizing technology to enhance patient experience and quality of care.

The existing hospital is located on the northern portion of the University Medical Center campus. Surrounded by existing buildings, the only space available for expansion was east of campus into a parking lot with a couple of single-story structures. As a developed site there were several significant challenges including:

- Maintaining patient and staff access to the existing facilities throughout the construction of the expansion.
- Relocating existing backbone utility services including electrical hydronics and portable water while minimizing downtime.
- Extending new services and expanding their capacity as the Campus underwent a transition from steam to hot water distribution.
- Meeting the LEED platinum certification goal.

From the very beginning, the project was approached in a collaborative and multidisciplinary fashion. This allowed Sandis and all team members to quickly develop options, weigh costs and benefits with all stakeholders, and reach consensus on the path forward. An example of this was the early challenge of how to address the relocation of existing utility services. Multiple services ran through the development footprint including emergency and normal power, fire, domestic water services, storm drainage, sanitary sewer, and hydronic services. There were competing drivers of cost, available space, and access for future maintenance. Through a series of design charrettes, Sandis worked in collaboration with the MEP designers, the structural engineer, hospital staff, architect, and with contractor input to identify three possible configurations. These ranged from direct buried utilities to a utility tunnel and a hybrid option. Ultimately the hybrid option was selected which included a partial utility tunnel and partially direct bury services. This process was executed in a matter of weeks allowing for a decision to be made and the project schedule to stay on track.

Throughout the project, this collaborative problem-solving approach was successfully used to address a variety of challenges such as sequence of access, the development of world-class outdoor healing environments, a multilevel loading dock and ambulance transfer platform, and an irrigation system that captures both stormwater, condensate and reverse osmosis rejection. We are proud of both the quality of the facility we helped create and the relationships we built with our peers and our clients during the project.



KEY INNOVATIONS

Sandis' Strengths and Unique Features: Though our industry is deeply rooted in data-backed codes and standards, which are slow to change and adapt, Sandis has always been committed to remaining at the forefront of new technology and best practices that aid the accuracy and reliability of our services. In our mission to utilize innovative practices, Sandis recently integrated a Matterport Pro3 Camera into our services. This ultra-fast lidar camera is capable of capturing a high-resolution 3D model of an existing space. Used for immersive walk-throughs, design validation, and as-built verification, this cutting-edge technology allows our team to gather millions of highly-precise measurements regardless of site conditions. The Matterport allows our team to capture useful project site information in a single visit that is then uploaded as digital file, creating a central and portable point of reference for each project. In addition to our use of technological advancements, Sandis' unique features that sets us apart from our competitors includes:

- Regulatory coordination approach to meet early and often with agencies having jurisdiction to meet permitting requirements within the project schedule.
- LiquidPlanner project management software in sync with all Sandis projects at the task level to balance resources and work on concurrent task orders efficiently.
- Licensed drone pilots for aerial survey and site documentation.
- CivilGrid utility modeling early integration into projects, minimizing conflicts and risk.
- Decades of on-call engineering and surveying experience in rural and remote areas.
- Multi-disciplinary team that uses a variety of lenses to successfully meet the challenges of any project.

Sustainable Design and Environmental Practices: Sandis is a recognized leader in sustainable design and is committed to weaving environmental practices into our services. Sandis president, Jeff Setera, was among the first civil engineers in California to be a LEED™ Accredited Professional. We have provided innovative green solutions on some of the earliest LEED Certified projects, including West Valley Branch Library, the first library in the nation to be LEED Certified; UC Merced, the first University of California campus to be wholly sustainable; and Ohlone College's Newark Center, the first California community college to be wholly sustainable.

Company-wide, Sandis upholds a commitment to sustainable design and entwines sustainability and engineering solutions in our daily practice. Sandis also provides a continuing education program to employees seeking professional accreditation, ensuring our team remains current on the industry's best practices. In addition to our in-house engineering and surveying departments, Sandis has a stormwater management department that is committed to sustainability and environmental practices. Our stormwater management team includes several Qualified Stormwater Developers and Practitioners (QSD/QSP) who oversee regulatory and environmental protection for waterways, sustainability in construction, and green infrastructure design.

Beginning in 1995, Sandis was at the forefront of stormwater and runoff management for development and redevelopment projects by minimizing pollutants in runoff and providing appropriate erosion control whether the practice was dictated by a local jurisdiction or not. Since 2011, we have been managing large Construction General Permit (CGP) sites with our seasoned team of QSD's and QSP's. We understand the runoff practices as well as the regulations, and guide large earth moving projects to the most efficient methods of erosion control and minimize sediment in runoff. Over the past 14 years, the stormwater management team has completed over 400 QSD and/or QSP projects of various sizes and scopes.

SANDIS APPROACH

With over six decades of on-call engineering experience, Sandis is well-versed in successfully managing multiple concurrent projects of varying sizes with aggressive schedules.

We understand that open-channels of communication are what determines project success. Our project management team, **Principal-in-Charge Nate Dickinson, PE, QSD/P** and **Project Manager Sam Clay, PE** will work together to allocate work to the necessary personnel. They will discuss all task orders, determine the appropriate staff, ensure the scope is clear, and create a detailed work plan. Nate will provide overall project guidance, coordination, and technical oversight. Careful coordination with the City of Roseville Park Planning and Development staff and their teams to develop and prioritize deliverables, responsibilities, and schedules will ensure each task is appropriately staffed, and that we deliver the quality response and product that is expected by the City of Roseville. It is our intent to serve as an extension to the City of Roseville and to create a partnership that will be felt by the community through shared goals in park projects.

Engineering Approach

Sandis has extensive experience in preparing a variety of different types of engineering studies and analyses. At the beginning of any project, Sandis will identify the intent of the study, necessary data, and stakeholder groups that should be consulted as part of the process. We understand that the starting data set(s) is the foundation of any study and should be well thought out with an emphasis on ensuring it represents the "real world" condition as accurately as possible. Selecting the appropriate modelling software and applicable guidelines is also critical. Sandis will work to identify these at the start of any study, working with the City of Roseville and reviewing agencies to ensure all parties are aligned on this aspect.

Surveying Approach

All projects are reviewed for project topographic requirements, accuracy specifications and standards, and necessary encroachment permits or traffic control, if needed. Any initial questions or concerns will be communicated back to the City of Roseville or through the civil engineering team, per the needs of the project. A strategic plan for field crew procedures (utilizing 3D-scanner, GPS, robotic total station, digital level) is then designed and estimated timelines are established. Before the field crews begin work, Sr. Project Manager of Survey Chris Cinten, PLS, lines-out crews with the project location, project requirements, expected timelines, and safety concerns. Project tasks will be tracked daily by Chris to ensure that tasks stay on schedule.

Storm Water Management Approach

Sandis has a long history of successfully implementing stormwater management measures on a wide range of projects within park and recreation facilities including ones that include multi-acre parks, trails, buildings, parking lots, and roadways, among others. With extensive knowledge of the applicable NPDES regulations, we can identify several options early in a project that meet the specific requirements.

Regulatory Agency Coordination and Approach

Sandis has a strong relationship with many of the state, local, county, and municipal regulatory agencies. At the start of a project, we will identify all agencies having jurisdiction and involvement in a project. Meetings with these agencies is a critical step to ensuring all parties are on the same page. Sandis proactively coordinates the design development of a project with the applicable agencies, resolving issues/concerns along the way.

KEY STAFF

Principal-in-Charge Nate Dickinson, PE, QSD/P will provide project oversight and perform QA/QC on all deliverables throughout the contract. Nate will double check and peer review deliverables to ensure that our team is always delivering the highest quality work.

Project Manager Sam Clay, PE, will be involved at all critical submission points in the project to provide input to the team and make changes or corrections before the next submission deadline.

Our whole-team involvement allows Sandis to hold ourselves accountable and ultimately produce documents fully representative of our client's needs.

Our quality assurance program and metric tracking is a continual process, not a final plan check. Sandis' QA/QC and metric tracking program adheres to the following items:

- Assign senior level personnel, unassigned to the project, to provide QA/QC.
- QA/QC performed throughout contract and at specific submittal stages.
- QA/QC checklists are utilized to ensure consistency in reviews throughout the life of the project, and signed checklists at each deliverable provide you with reassurance of the review's quality.
- Conduct regular meetings to address data and management issues.
- Remain in communication with the City and embrace change where and when it is needed.
- Committed to the continual iterative process, not a final plan check.

STAFFING AVAILABILITY

The proposed team will remain available to the City of Roseville throughout the duration of the contract. We are prepared to staff any task order issued by the City. Our senior staff are experienced managing multiple concurrent task orders for agencies across Northern California and approach staffing with preparation backed by years of experience.

Our proposed team will be supported by numerous in-house civil engineers, traffic engineers, and teams of licenses surveyors, utility locators, technicians, and office staff across five offices in Northern California, including an office in Roseville. Having a diverse range of experienced staff guarantees that project work can be started and completed in accordance with the approved schedule regardless of absences. Our staff are reliable, professional, and ready to provide excellent services to the City.

INDUSTRY LEADING EQUIPMENT AND PROJECT MANAGEMENT

To track, update and manage our work, Sandis utilizes the cloud-based project management software, **LiquidPlanner**. This software stores all of our survey and engineering operations in a single database. At a moment's notice, we can review the progress on any project, down to the task level of detail. Our engineering project teams work in the software all day, updating progress, adding more detail to the work plans, and updating completed documents. **LiquidPlanner** allows our teams to rank priorities so that all deadlines are met on the individual and team level. Benefits of our project management software, **LiquidPlanner** are listed below:

- Live data, full transparency, and visibility into all projects.
- High level of project work planning on individual and team level.
- Built in project schedule, milestones, and budgets.
- Team collaboration takes place directly in the workspace.
- Individual access to to-the-minute top priority work.
- Project Manager Sam Clay, PE will have an accurate project schedule and know immediately when something is at risk.
- Project Manager Sam Clay, PE will have to-the-minute, accurate information to share with clients for more meaningful internal discussions.
- QA/QC efforts are automatically scheduled for all projects with QA/QC staff having access to all project documents for faster and more insightful project reviews.
- Customizable analytics to help senior staff monitor project work and work quality by individual staff, team, department, etc.

CONTROLLING PROJECT COSTS AND SCHEDULES

Project scheduling is one of the most important steps in the project planning process. We create an in-house work plan and project schedule for each project. Our years of civil engineering experience have allowed us to develop and perfect our project scheduling system so that our schedules indicate 'real' milestones, not pipe dreams. As important as the project schedule is, it works as part of a process that includes the equally important project cost estimate. The only true way to know if a project is on schedule is to review project documents that include the cost estimate

Sandis Project Managers dedicate themselves to regular project health assessments. This means:

- Reviewing where we stand on project budgets and schedules weekly to verify that no task is falling behind.
- Communicating challenges and constraints to the clients before they become uncontrollable.
- Mitigating any shortfalls in staffing early by coordinating with the other teams within Sandis as needed for extra support.
- Sandis' commitment to project health assessments helps keep projects on schedule and on budget.

EXHIBIT “B”

COST PROPOSAL

Standard Hourly Charge Rates
Enforced: January 1, 2026 through December 31, 2026

Engineering Services/QSD & QSP Services

Project Specialist/Clerical	$110.00
Computer/Engineering Technician	Level I $115.00
	Level II $125.00
	Level III $140.00
Sr. Engineering Technician	$155.00
SWPPP Field Technician	Level I $120.00
	Level II $130.00
	Level III $145.00
Field Technician Supervisor	$165.00
Design Engineer	Level I $140.00
	Level II $150.00
	Level III $160.00
Project Engineer/Traffic Engineer	Level I $180.00
	Level II $190.00
	Level III $200.00
Senior Engineer	$230.00
Engineering Project Manager	Level I $220.00
	Level II $265.00
Associate Principal/Sr. Project Manager/Sr. Traffic Engineer	$315.00
Principal	$400.00
Forensic Review/Analysis/Claim Support	$500.00

Surveying Services/ High Definition Scanning/ 3-D Modeling Services

Computer/Surveying/Scanning Technician	Level I $115.00
	Level II $125.00
	Level III $135.00
Project Surveyor/Scanning Specialist	Level I $145.00
	Level II $165.00
	Level III $185.00
Survey/Utility Locating Project Manager	Level I $220.00
	Level II $265.00
Senior Field Survey Supervisor/AISC/Manager	$315.00
Utility Locating Services – Prevailing Rates - 1-Person Crew	$225.00
Utility Locating Services – Prevailing Rates - 2-Person Crew	$365.00
Utility Locating Services – Non-Prevailing Rates - 1-Person Crew	$205.00
Utility Locating Services – Non-Prevailing Rates - 2-Person Crew	$340.00
1-Person Survey Crew	$235.00
2-Person Survey Crew	$380.00
2-Person Survey Crew with Apprentice	$535.00
3-Person Survey Crew	$575.00
Union Field Surveyor Official Travel	$90.00

REIMBURSABLE COSTS: Printing, monuments, materials, outside services and consultants, courier/delivery services, express/overnight mail, travel/per diem, agency fees advances, etc., at cost plus 10%.
OVERTIME: All overtime changes are invoiced on the basis of one and one-half times the above rates. Double time invoiced at two times above rates.
ESCALATION: Escalation for future years shall be at a minimum of 3.5% increase per year.
Sandis at its sole discretion may utilize its subsidiaries to perform the services presented in this proposal.

BUILD ON.

RESOLUTION NO. 26-298

APPROVING AN ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND CWE, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, an On-Call Professional Design Services Agreement for Civil Engineering Services, by and between the City of Roseville and CWE, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED, that the City Manager or his designee is authorized to execute three (3) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

ON-CALL PROFESSIONAL DESIGN SERVICES AGREEMENT

On-Call Parks Civil Engineering Services

THIS AGREEMENT is made and entered into this ___ day of _____, 20__, by and between the City of Roseville, a municipal corporation ("CITY"), and CWE, a California corporation ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY issued Request for Proposal #13-190 for professional services consisting of on-call civil engineering services; and

WHEREAS, CONSULTANT has prepared a response to the Request for Proposal dated April 30, 2026, which describes the scope of services to be performed by CONSULTANT, and the hourly rates for performance of such services; and

WHEREAS, CONSULTANT is qualified and experienced to provide professional civil engineering services on an on-call basis.

NOW, THEREFORE, the parties agree as follows:

1. Term. The term of this Agreement shall commence upon execution and expire on June 30, 2027. The City Manager may, in his or her discretion, elect to extend the Agreement in one (1) year increments for up to an additional three (3) years by giving CONSULTANT thirty (30) days advance written notice of each optional one (1) year renewal. Such extensions shall be memorialized by a written amendment to this Agreement.

2. Services. CONSULTANT shall perform, at the direction of CITY, the scope of the on-call services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference. Individual tasks will be awarded by CITY on an as-needed basis. CITY may assign work to one or more consultants from an approved qualified list. CITY reserves the right to unilaterally assign work to any consultant as it deems prudent or, if no services are required, no work. CITY makes no specific guarantee of a minimum or maximum number of hours or amount of tasks or services, which shall be required of any single consultant. In addition, the inclusion of any consultant on any qualified list, if so utilized by CITY, shall in no way be considered an exclusive agreement to provide service for CITY.

3. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the hourly rates as described in EXHIBIT "B," attached hereto and incorporated herein by this reference. Any proposed increase in the effective rates for future services must be preceded by at least a 90-day written notice to the contracting department. Total compensation shall not exceed two hundred thousand dollars ($200,000) for the initial term. Total compensation for optional renewal years of this Agreement shall not exceed two hundred thousand dollars ($200,000). Total compensation for the initial term and all optional renewal years shall not exceed eight hundred thousand dollars ($800,000). Adjustment to the total compensation per year shall require a written amendment to this Agreement, subject to approval by the City Council.

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within

thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

4. Indemnification. To the fullest extent allowed by law, CONSULTANT agrees to indemnify, including the cost to defend CITY, and its officers, agents, employees and volunteers from any and all claims, demands, costs or liability that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by CITY or the agents, servants, or independent contractors who are directly responsible to CITY, or arising from the active negligence of CITY. Notwithstanding any terms of this section, indemnification and defense obligations shall conform to California Civil Code Section 2782.8.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

5. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$2,000,000 each occurrence $4,000,000 aggregate Personal Injury: $2,000,000 each occurrence $4,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$2,000,000 per claim $4,000,000 aggregate
Cyber Liability Insurance (If related to information technology services)	$1,000,000 each occurrence

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds.

Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability.

Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

6. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed

hereunder, and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provisions in its contracts with all subcontractors.

7. Prevailing Wages. When applicable, for purposes of this Agreement, CONSULTANT and its subcontractors shall comply with all applicable prevailing wage laws, e.g., but not limited to, California Labor Code Sections 1770 et seq. In accordance with said Section 1775, CONSULTANT shall forfeit as a penalty to the City two hundred dollars ($200) for each calendar day or portion thereof for each worker paid less than the prevailing rates for such work or craft in which such worker is employed for any work done on-site under the Agreement by CONSULTANT or by any subcontractor in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage shall be paid to each worker by CONSULTANT or the applicable subcontractor.

Pursuant to the provisions of California Labor Code Section 1773, the contracting department has identified the source, stated below, of the general prevailing rate of wages applicable to the site to be done, for straight time, overtime, and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of worker concerned. These wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm.

Pursuant to Labor Code Section 1773.2, general prevailing wage rates set forth above, which forms a part of this Agreement, shall be posted by CONSULTANT at a prominent place at the work site. Prevailing wage rates to be posted at the work site will be furnished by the contracting department. The possibility of wage increases is one of the elements to be considered by CONSULTANT in determining its proposal, and will not under any circumstances be considered as the basis of a claim against CITY or the Agreement.

8. Contractor Registration. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this Agreement, CONSULTANT and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. CONSULTANT is hereby notified that this Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

9. Time is of the Essence. Time is of the essence of this Agreement.

10. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

11. Public Contracts: Conflicts of Interest. CONSULTANT's duties and services under this Agreement shall not include preparing or assisting CITY with any portion of the CITY's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with CITY. CITY shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications.

CONSULTANT shall cooperate with CITY to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this Agreement.

12. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

13. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

14. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

15. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an

independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

16. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

17. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

18. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire,

CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

19. Confidential Information. CONSULTANT agrees that any and all information furnished by CITY shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to CONSULTANT and/or processed and derived by CONSULTANT'S services is the property of CITY and such property shall be deemed and treated as "Confidential Information" of CITY. CONSULTANT acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. CONSULTANT agrees that such Confidential Information shall not be disclosed to any third party without written permission from CITY, except as required by law. CONSULTANT shall not use the Confidential Information except to perform CONSULTANT's services as directed by CITY.

All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure CONSULTANT's own information of a similar type, and in no event less than reasonable in view of the type and nature of the information involved. It is the CITY's expectation that CONSULTANT, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to CITY.

Upon termination or expiration of this Agreement, CONSULTANT will ensure that all Confidential Information is securely transferred to CITY within thirty (30) calendar days. CONSULTANT will ensure that any transfer of Confidential Information is accomplished by methods that are compatible with the relevant CITY systems, and that CITY will have access to all Confidential Information during any such transfer. CONSULTANT shall securely dispose of all Confidential Information when requested by CITY and CONSULTANT will provide written notification to CITY once all Confidential Information has been securely disposed of.

CONSULTANT shall report to CITY any data compromise or unauthorized access to Confidential Information within twenty-four (24) hours after CONSULTANT discovers such data compromise or unauthorized access. CONSULTANT will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, CONSULTANT will not provide notice to end users or

other entities of any such data compromise or unauthorized access without written permission from CITY. CONSULTANT will promptly reimburse CITY in full for all fees and costs incurred by CITY in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the CITY's sole discretion, could be impacted by identity theft, and shall maintain and make available to CITY, applicable insurance coverage to address such costs.

20. Termination of Agreement. CITY may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. CONSULTANT understands that continuation of this Agreement past June 30th of any given year is contingent upon appropriation of funds for such purpose in the budget of the City of Roseville in the sole discretion of the City Council. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any material, notwithstanding any termination or any dispute regarding the amount to be paid.

21. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California,

regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

22. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

23. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

24. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	CONSULTANT
Parks, Recreation & Libraries Department Attn: Tara Gee 316 Vernon Street, Suite 400 Roseville, CA 95678	CWE Attn: Vik Bapna 2260 Douglas Boulevard, Suite 160 Roseville, CA 95661

Either party may amend its address for notice by giving notice to the other party in writing.

25. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and CONSULTANT has caused this Agreement to be executed.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF ROSEVILLE, a
municipal corporation

BY: _____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
JILL NUNES
Parks, Recreation, & Libraries Director

CWE, a California corporation

BY: _____
its: Vice President

and

BY: _____
its: Secretary

EXHIBIT “A”

D. Project Understanding

The City of Roseville has a proud history of enhancing the lives of its citizens and its community through the experiences and amenities provided by the Roseville Parks, Recreation, and Libraries Department (PRL). To continue to take the lead in creating healthy communities through progressive and sustainable facility design and management, the City plans to invest heavily into the resources that add value back into its neighborhoods.

We understand that the City's park development program includes building over 94 new parks and major recreation facilities at a cost of approximately $100 million. The program also includes ongoing efforts to renovate aging infrastructure. Roseville has more than 161,000 residents. As Roseville continues to grow, additional new neighborhood and city-wide parks at a value of $50 million will be designed and constructed.

These new parks as well as existing park and library projects will require civil engineering and land surveying services from a firm experienced with park design and familiar with the City of Roseville's standards and procedures. These projects will also require realistic timelines. CWE's project managers can keep multiple projects on track and deliver projects on schedule.

The PRL Department is looking for firms that share their vision to create unique spaces that offer people something to discover that will be inexpensive but at the same time invaluable. Each existing park facility within the city provides an initial experience that captivates, but then presents an opportunity for continual discovery. New projects that become part of this legacy should share the same goals and provide the same qualities. Many people can design a park with a simple play structure, but it takes a firm with a more unique approach to incorporate art installations and unique play structure configurations that will fit into the award-winning tradition of Roseville.

CWE will bring together the team required to make sure each project meets the standards set by past projects and the City's vision for the future. Our office is perfectly positioned within the City of Roseville to provide services quickly and efficiently. Our location will allow us to attend meetings in person, to visit sites before, during, and after project completion with minimal cost, and to provide competitive field surveying costs throughout the city. Our track record of completing parks, trails, open space, track and field, and other similar projects for municipalities in California has given us the experience needed to anticipate challenges and prevent design pitfalls for any project that the PRL comes up with.

CWE can provide the services needed for any civil engineering design and surveying services for parks, joint-use school/parks, future adventure, club sites and/or major park renovations or retrofits.

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E. Project Plan

Conceptual Planning and Field Work

CWE knows what it takes to see a project through from conceptual design to final construction and we have experience with over 125 park projects in California for multiple municipalities and other organizations. The most successful projects always start with a comprehensive conceptual planning process. CWE will start by working with the project stakeholders to determine the goals of each project to develop a schedule that will drive the project forward through each phase.

As part of the initial design effort, CWE will compile the necessary background information, such as as-built plans, GIS data, utility information, etc. to serve as the basis for analyses, concepts, and the final deliverable. As each project requires, we will provide initial topographic and boundary surveys with our in-house team that has a combined 80+ years of experience in the field of land surveying. Bill McKinney will head the survey efforts with Brad Borrowman providing most of the field work. Park projects in open spaces may also present opportunities to save costs by using unmanned aerial vehicle (drone) surveying. In such cases, Steve Janes is a Certified sUAS Pilot and can provide the aerial surveying necessary. Once the field work is complete, Steve will provide technical expertise with drafting the field information for use in the design process. A geotechnical study is also commonly required for civil engineering projects. CWE will provide this service from a sub-consultant in order to remain the single point of contact with City staff.

CWE will work closely with City staff and any other applicable agencies during the planning process to come up with preliminary designs that will fulfill the needs of each project. The Project Manager, Shawn Somers, will typically start with a broad-brush approach during this stage to efficiently evaluate design alternatives from a high level without wasting a project budget on unnecessary details. We will work collaboratively with stakeholders to narrow the focus until we decide on the best or most feasible design for each project, which typically marks the 30% milestone.

Cost Analysis

The CWE team will perform cost and fiscal analyses throughout the planning and design phases, as we understand the importance of identifying monetary impacts of a project early on. We use the latest figures available to identify accurate cost estimates during a project's planning phase. This is very important to project success, as a poor cost estimate during planning can cause significant challenges as the project moves forward and not enough money has been budgeted. The cost-benefit analysis is an important element in comparing the values and benefits of project alternatives. These include the quantification of not only the commonly perceived benefits such as groundwater recharge and water quality enhancements, but also include air quality, recreational, health, property values, and other quality of life values.

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Final Design

Once all parties agree on a conceptual design, the CWE team will utilize project concepts, preliminary engineering studies/reports, and analysis results to prepare design plans consistent with Roseville PRL standards, guidelines, and preferences. We will also work to produce other documents necessary for project approval including specifications, hydrology and hydraulics reports, stormwater quality calculations, and cost estimates. We will submit these design documents to the Roseville PRL Department at 75% and 99% project milestones for staff review. We will then address comments provided by the PRL Department on subsequent submittals.

CWE's engineering design staff, including Tony McCreary, Kevin DiGoia, Gabriel Aczon, Joshua Gisi, Jared Speicher, Jacob Taylor, and Jarren Cotero, have experience completing improvement plans for a number of different types of parks projects. Our internal project management system helps us to track each aspect of every project in progress and to make certain that staff are aware of design milestones and current budget allocation. CWE's goal will be to provide 99% plans on time and within the allotted budget so that the PRL Department can move to the bidding and construction phase within the schedule determined at the outset of the project.

Bidding and Construction Support

When the plans and reports are approved by PRL Department Staff, CWE will assist with any bidding services required. We will evaluate any questions that come up from contractors and produce responses or revisions as needed until the project enters the construction phase. While the project is in construction, CWE will remain available to address any issues that come up in the field. We will provide reviews for contractor submittals, answer Requests for Information (RFIs), and meet in the field to observe construction progress when needed. Our survey team can also provide necessary services such as construction staking and elevation certificates for rough grading or pad grades. One of our highest priorities is responsive communication with our clients and project team, so when an urgent problem comes up, we will set aside other priorities until we are sure we can propose a proper solution.

Other Engineering and Surveying Services

Besides traditional park and facilities development, our staff is capable of providing a wealth of other services that the PRL Department may require during the course of this contract. Our surveying staff can provide research and documents for lot line adjustments, lot merges or lot splits, boundary verifications, records of survey, easement descriptions and plats, and other necessary documents. Our engineering staff can also assist with services such as feasibility studies, pavement deficiency reports, ADA site access evaluations and design, water and sewer and septic analysis, and retaining wall design. On projects that are over one acre in size, a Construction Stormwater General Permit (CGP) is required to be obtained by the California State Water Resources Control Board (SWRCB). This requires the preparation of a Stormwater Pollution Prevention Plan (SWPPP) prior to construction for procurement of the Permit, and then ongoing inspections and sampling during construction. CWE can provide all of these services required by the SWRCB.

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Coordination

Our experience completing projects in the City of Roseville for over two decades will help us to quickly determine what applications are needed for each project and what standards will apply. We have contacts in other departments within the City on whom we often call to assist with design questions which will help us to eliminate potential issues early in the design process. We have found that a critical key to successful project completion is maintaining communication with the client to discuss progress, identify problems, assign priorities, implement solutions, and accept feedback. Coordination both internally and with other stakeholders and agencies, coupled with progress meetings, avoids delays and ensures that projects are completed on schedule and within budget. We will communicate with the PRL Department as frequently as necessary to ensure that efforts for the project are coordinated and moving forward on schedule. Resolving concerns and questions as quickly as possible will keep the project on schedule.

Project Scheduling

The Project Manager will develop and use comprehensive project schedules to regularly monitor progress and upcoming work items. This has proven successful in keeping track of forthcoming critical issues and decisions. The Project Manager will keep the PRL Department apprised of planned work, project progress, and deliverables. The Project Manager will notify the PRL Department of any critical issues and changes in the anticipated project progress and delivery of key tasks.

Budget Control

Two methods for maintaining budgetary control are frequent project accomplishment evaluations and periodic project expenditure monitoring. The CWE Project Manager will regularly evaluate the project scope of work and the PRL Department's objectives to monitor and identify changes that may affect project costs. This approach has proven successful in reducing client costs and developing a clear time schedule for project delivery. CWE recognizes the need for project budget and progress tracking in order to minimize the risk of cost overruns or project deficiencies. Each week, our Project Manager reviews the task charges to ensure accuracy. Each month, our Project Manager receives project summary reports detailing hours charged and costs for that particular period and for the project to date. Our monthly invoices include hours and costs charged to the job for that month, and a summary that shows the amount spent to date and the budget remaining. They are accompanied by a project status report that shows tasks worked on for the month, their percent complete, and critical items for the tasks that remain to be resolved. Regular communication with PRL Department staff is always a high priority for the CWE project Manager to ensure surprises do not occur on the project.

Quality Assurance/Quality Control

During each phase of a project, we rigorously implement a Quality Assurance/Quality Control (QA/QC) process. All work performed by the CWE team will be conducted using our thorough, proven Quality Management Process (QMP). The QMP ensures that quality work products and services are delivered to our clients on a consistent basis. The QMP is the essential foundation for the execution of any CWE project, and it consists of two parts: Quality Assurance and Quality Control.

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- Quality Assurance consists of the written procedures that drive quality. Specific procedures start with a joint City and CWE project kick-off meeting to verify that everyone understands the intent, objectives, tasks, budgets, schedules, milestones, and deliverables; the kick-off meeting also identifies the individuals who are responsible for implementing each part of the work. The QA procedures also require a standardized checking process, including technical reviews. Each staff member working on the project will go through a checklist and ensure each required item is shown or included on the plans and reports which are part of the project. Once the initial QA/QC check is completed, the project manager will re-check the project to make sure nothing was missed on the first review.
- Quality Control is the system for verifying that the quality assurance procedures are actually being implemented. Quality control activities are the actual checking and validation of the work product at every stage of its development. These critical activities include internal quality control reviews by senior experts; they also include a rigorous cross-checking process for making sure that all comments, revisions or corrections to any contract documents are correctly completed. This same checking process will also be used to document actions taken for all comments made by PRL Department reviewers.

No matter what type of project may be envisioned by the Roseville PRL Department, CWE has the experience and expertise to not just see it through, but to become a partner and to make sure the end result will enhance lives and the community for decades into the future.

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EXHIBIT “B”

F. Cost Proposal

Engineer/Scientist	Rate/Hour
Principal	$312
Senior Project Manager	$282
Project Manager	$254
Task Leader	$228
Senior Engineer	$181
Project Engineer	$150
Field Survey	
Surveying Manager	$280
Licensed Surveyor	$257
2-Person Survey Crew	$380
1-Person Survey Crew	$297
Support Services	
GIS Specialist	$165
Senior Engineering Technician	$171
Graphic Designer	$154
Administrative Assistant	$110
General	
Direct Expenses	Cost + 10%
Subcontract Services	Cost + 10%
Mileage	Current IRS Rate

Rates will be adjusted annually based on the US Department of Labor, Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers.

Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.

Based on CWE maintaining General Liability Insurance for bodily injury and property damage with an aggregate limit of $2,000,000 per occurrence. In the event the client desires additional coverage, CWE will, upon the client's written request, obtain additional insurance and adjust the above billing rates accordingly.

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CITY OF ROSEVILLE CALIFORNIA
Parks, Recreation & Libraries
316 Vernon Street, Suite 400
Roseville, CA 95678

NOTICE OF INTENT TO AWARD

To: All proposers

RE: RFQ #13-190 On-Call Civil Engineering Services

From: Tara Gee, Park Planning & Development Manager, Parks, Recreation & Libraries Department

Subject: Notice of Intent to Award

For RFQ #13-190 – On-Call Civil Engineering Services, pending City Council approval, the City recommends awarding a contract to Sandis Civil Engineers Surveyors Planner and CWE.

To inquire about the recommended award, please email Tara Gee, Park Planning & Development Manager, Parks, Recreation & Libraries Department at tgee@roseville.ca.us

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.15
File #: 0203-13
Item ID: 2026-597

Title:	Skylight Replacement - Contract Purchase Agreement Amendment
Contact:	Mathew Hoffer 916-746-1156 mahoffer@roseville.ca.us

SUMMARY

Staff recommends approval of a contract purchase agreement amendment with MCM Roofing Company Inc. to extend the contract end date from July 1, 2026, to December 31, 2026, to provide skylight replacement services for Corporation Yard Buildings A, B, C, and D, and the Roseville Electric Service Center.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving Contract Purchase Agreement (3005132) Amendment #1 with MCM Roofing Company Inc., and authorize the City Manager to execute it on behalf of the City of Roseville.

BACKGROUND

The Facilities Division of the Public Works Department is responsible for the design, construction, and maintenance of the public facilities used by the staff, residents, and visitors of the City. Facilities staff oversees the implementation of the Capital Improvement Program (CIP) for the buildings. Of the nearly 100 buildings that the City owns and maintains, 10% are located at the Corporation Yard Hilltop Circle Campus and house Environmental Utilities Administration Services, Central Stores, Fleet, Shops, and Facilities.

The Corporation Yard consists of 11 stand-alone structures and associated modular/temporary buildings. Many of the structures were built with smoke-hatch skylights to provide energy-efficient natural light nearly 30 years ago, and the skylights are now at the end of their life. In addition, several leaks are outpacing repair efforts.

With the Fiscal Year 2025-26 budget, Council approved projects to replace 146 skylights in five of the Corporation Yard buildings. A Request for Proposals (RFP) was issued to solicit proposals from interested contractors. Of the 15 contractors that attended the job walk, three (3) submitted proposals, and two (2) met the required qualifications for the work. Staff evaluated the proposals and recommended Council approve a Contract Purchase Agreement with MCM Roofing Company Inc., a qualified contractor, to complete the project to maintain building integrity and occupant safety with a project end date of July 1, 2026.

At its February 4, 2026, meeting, Council approved a Contract Purchase Agreement (3005132) with MCM Roofing Company Inc. The awarded Contract Purchase Agreement requires an amendment to extend the term of the agreement by six (6) months, from July 1, 2026, to December 31, 2026, due to unforeseen material lead times and permitting processes to complete the work. All other provisions of the agreement shall remain unchanged and in full force and effect.

FISCAL IMPACT

Execution of the Contract Purchase Agreement Amendment to extend the contract term will not create any additional fiscal impact.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)).

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Mathew Hoffer, Project Coordinator

Jason Shykowski, Public Works Director
Stefanie Kemen, Assistant Public Works Director

ATTACHMENTS:

1. Resolution 26-289
2. CPA Amendment
3. 3005132 MCM Roofing Co Inc - Original CC
4. 3005132 MCM Roofing Co Inc - Original Contract Purchase Agreement

REVIEWERS:

Rebecca McCoy, Public Works Department - Facilities	Created/Initiated - 7/14/2026
James Kremko, Public Works Department - Facilities	Approved - 7/14/2026
Stefanie Kemen, Public Works Department - Administration Division	Approved - 7/14/2026
Kelly Aye, City Attorney Department	Approved - 7/15/2026
Katrina Six, City Clerk Department	Approved - 7/15/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-289

APPROVING A CONTRACT PURCHASE AGREEMENT AMENDMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND MCM ROOFING COMPANY INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, Amendment 1 to Contract Purchase Agreement (3005132) for skylight replacement services, by and between the City of Roseville and MCM Roofing Company Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said amendment is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 20___, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

Contract Purchase Agreement 3005132

Supplier Details:

Company	MCM Roofing Co Inc
Contact	George Motz Jr
Address	3410 Flight Ln Bldg 25
	McClellan, CA 95652

Submit your response to:

Company	City of Roseville
Contact	Tiffany Valdez
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1109
Fax	(916) 746-1115
E-mail	TValdez@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005132

Agreement	**3005132**
Agreement Date	**17-NOV-2025**
Change Order	**2**
Change Order Date	**01-JUL-2026**
Revision	**2**
Agreement Amount	**372,172.50 USD**

Invoice To
City of Roseville
Accounts Payable
311 Vernon St
ROSEVILLE CA 95678
Phone: (916) 774-5488
Fax: (916) 784-3796
Email: accountspayable@roseville.ca.us

Supplier
MCM Roofing Co Inc
3410 Flight Ln Bldg 25
McClellan, CA 95652
Phone: ()
Fax: ()
Email: jmotz@mcmroofingcompany.com

Description of Labor, equipment and/or materials

AMENDMENT 1-

THIS CONTRACT PURCHASE AGREEMENT 3005132, WHICH WAS EXECUTED ON 2/4/26, IS HEREBY MODIFIED AS FOLLOWS:

THE TERM OF THE AGREEMENT IS EXTENDED BY SIX MONTHS AND THE EXPIRATION DATE OF THE AGREEMENT IS CHANGED FROM 6/30/26 TO 12/31/26.

ALL OTHER PROVISIONS OF THE AGREEMENT SHALL REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

PLEASE CONTACT MATT HOFFER AT 916-746-1156 OR BY EMAIL AT MAHOFFER@ROSEVILLE.CA.US FOR QUESTIONS.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	12763	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
04-Feb-2026	**31-Dec-2026**	**Tiffany Valdez** Phone **1-916-746-1109**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

Docusign Envelope ID: B9F3BE68-B16B-8FE6-83A5-FE07D963D00D

Supplier

Signature: DocuSigned by: George H. Motz, Jr. EEEEB2A8515F419...

Print Name: George H. Motz, Jr.

Title: President

Date: 7/1/2026

Supplier

Signature: DocuSigned by: George H. Motz, Jr. EEEEB2A8515F419...

Print Name: George H. Motz, Jr.

Title: Vice President CFO/Secretary DS GHMJ

Date: 7/1/2026

City of Roseville, A Municipal Corporation

Signature: _____

Print Name: **Dominick Casey**

Title: **City Manager**

Date: _____

Certificate Of Completion

Envelope Id: B9F3BE68-B16B-8FE6-83A5-FE07D963D00D
Status: Completed
Subject: Complete with Docusign: 3005132 MCM Roofing Co Inc - Amendment 1
Source Envelope:
Document Pages: 3
Signatures: 0
Certificate Pages: 4
Initials: 1
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Tiffany Valdez
2005 Hilltop Circle
Roseville, CA 95747
tvaldez@roseville.ca.us
IP Address: 136.245.4.245

Record Tracking

Status: Original
7/1/2026 10:29:31 AM
Holder: Tiffany Valdez
tvaldez@roseville.ca.us
Location: DocuSign
Security Appliance Status: Connected
Pool: StateLocal

Signer Events	Signature	Timestamp
George H. Motz, Jr. jmotz@mcmroofingcompany.com President MCM Roofing Company Inc. Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 64.30.111.115	Sent: 7/1/2026 10:31:07 AM Viewed: 7/1/2026 10:31:51 AM Signed: 7/1/2026 10:32:01 AM

Electronic Record and Signature Disclosure:
Accepted: 7/1/2026 10:31:51 AM
ID: 379ec318-6996-4d46-b308-17595081a95f

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/1/2026 10:31:07 AM
Certified Delivered	Security Checked	7/1/2026 10:31:51 AM
Signing Complete	Security Checked	7/1/2026 10:32:01 AM
Completed	Security Checked	7/1/2026 10:32:01 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO City of Roseville (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO City of Roseville:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: joukrop@roseville.ca.us

To advise Carahsoft OBO City of Roseville of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at joukrop@roseville.ca.us and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft OBO City of Roseville
To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to joukrop@roseville.ca.us and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.
To withdraw your consent with Carahsoft OBO City of Roseville

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an e-mail to joukrop@roseville.ca.us and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO City of Roseville as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO City of Roseville during the course of my relationship with you.

CITY OF ROSEVILLE CALIFORNIA

City Council Communication

Meeting Date: 2/4/2026
Item #: VII.7 8
File #: 0203-13
Item ID: 2025-985

Title:	Corporation Yard Skylight Replacement - Contract Purchase Agreement
Contact:	Andre Baranov 916-774-5342 ajbaranov@roseville.ca.us

SUMMARY

Staff recommends approval of a contract purchasing agreement with MCM Roofing Company Inc. in the amount of $372,172.50 to provide 146 skylight replacements at five buildings located at the City's Corporation Yard, under the direction of the Public Works Department's Facilities Division. The existing skylights are at the end of life. Funding is included in several project budgets funded by Fleet, Facilities Rehabilitation, Roseville Electric, Environmental Utilities, and Alternative Transportation. Staff requests an additional 10% change order authority in the amount of $37,217.25.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve a Contract Purchasing Agreement (3005132) with MCM Roofing Company Inc. and authorize the City Manager to execute it on behalf of the City of Roseville.

Staff further requests that the City Council authorize the City Manager or his designee to approve change orders for the project, consisting with the contract terms, provided that the net cost of all change orders shall not exceed ten percent (10%) of the contract price.

BACKGROUND

The Facilities Division of the Public Works Department is responsible for design, construction, and maintenance of the public facilities used by the staff, residents, and visitors of the City. Facilities staff oversees the implementation of the Capital Improvement Program (CIP) that pertains to the buildings. Of the nearly 100 buildings that the City owns and maintains, 10% of these are located at the Corporation Yard Hilltop Circle Campus and house Environmental Utilities Administration Services, Central Stores, Fleet, Shops, and Facilities. The Corporation Yard consists of 11 stand-alone structures and associated modular/temporary buildings. Many of the structures were built with smoke-hatch skylights to provide energy-efficient natural light nearly 30 years ago, and now the skylights are at the end of life and several leaks are outpacing repair efforts.

In the Fiscal Year 2025-26 budget, staff created projects to replace 146 skylights in five of the Corporation Yard buildings. A Request for Proposals (RFP) was issued to solicit proposals from interested contractors. Of the 15 contractors that attended the job walk, three (3) submitted proposals, and two (2) met the required qualifications for the work. Staff evaluated the proposals and recommend the Council approve a Contract Purchase Agreement with MCM Roofing Company Inc., a qualified contractor, to complete the project to maintain building integrity and occupant safety.

FISCAL IMPACT

Funding is included in several project budgets funded by Fleet, Facilities Rehabilitation, Roseville Electric,

Environmental Utilities, and Alternative Transportation. Staff requests an additional 10% contingency in the amount of $37,217.25. There is no ongoing fiscal impact anticipated after the project is completed.

ENVIRONMENTAL REVIEW

The proposed project involves the repair and maintenance of an existing facility. This activity is categorically exempt from CEQA as a Class 1 Exemption (State CEQA Guidelines Section 15301). The Exemption has been prepared and no further CEQA action is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Andre Baranov, Project Supervisor

Jason Shykowski, Public Works Director
Stefanie Kemen, Engineering Manager

ATTACHMENTS:

1. Resolution 26-024
2. Contract Purchase Agreement - MCM Roofing
3. CEQA Class 1 Exemption
4. Notice of Intent to Award

REVIEWERS:

Andre Baranov, Public Works Department - Facilities	Created/Initiated - 12/17/2025
James Kremko, Public Works Department - Facilities	Approved - 12/17/2025
Stefanie Kemen, Public Works Department - Engineering - Traffic Engineering	Approved - 1/21/2026
Kelly Aye, City Attorney Department	Approved - 1/21/2026
Katrina Six, City Clerk Department	Approved - 1/21/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 1/22/2026
Dennis Kauffman, City Manager Department - Assistant City Manager	Approved - 1/22/2026
Michelle Sheidenberger, City Attorney Department	Approved - 1/23/2026
Dominick Casey, City Clerk Department	Approved - 1/27/2026
Katrina Six, City Clerk Department	Final Approval - 1/27/2026

RESOLUTION NO. 26-024

APPROVING A CONTRACT PURCHASE AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND MCM ROOFING COMPANY INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Contract Purchase Agreement (3005132) for the Corporation Yard Skylight Replacement project, by and between the City of Roseville and MCM Roofing Company Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED that the City Manager or his designee is authorized to approve change orders for the project, consistent with the contract terms, provided that the net cost of all change orders shall not exceed ten percent (10%) of the contract price.

PASSED AND ADOPTED by the Council of the City of Roseville this 4th day of February 2026, by the following vote on roll call:

AYES COUNCILMEMBERS: Alvord, Bernasconi, Houdesheldt, Roccucci

NOES COUNCILMEMBERS: None

ABSENT COUNCILMEMBERS: Mendonsa

MAYOR

ATTEST:

City Clerk

Contract Purchase Agreement 3005132

Supplier Details:

Company	MCM Roofing Co Inc
Contact	George Motz Jr
Address	3410 Flight Ln Bldg 25
	McClellan, CA 95652

Submit your response to:

Company	City of Roseville
Contact	Tiffany Valdez
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1109
Fax	(916) 746-1115
E-mail	TValdez@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005132

Agreement	3005132
Agreement Date	17-NOV-2025
Revision	0
Agreement Amount	372,172.50 USD

Invoice To	**City of Roseville** **Accounts Payable** **311 Vernon St** **ROSEVILLE CA 95678**	Supplier	**MCM Roofing Co Inc** 3410 Flight Ln Bldg 25 McClellan, CA 95652
Phone:	(916) 774-5488	**Phone:**	()
Fax:	(916) 784-3796	**Fax:**	()
Email:	accountspayable@roseville.ca.us	**Email:**	jmotz@mcmroofingcompany.com

Description of Labor, equipment and/or materials

THE SERVICES CALLED FOR UNDER THE CITY OF ROSEVILLE REQUEST FOR PROPOSAL 01-088 AND CONTRACTOR'S PROPOSAL THERETO TITLED "BID FOR: CORPORATION YARD SKYLIGHT REPLACEMENT PROJECT" (HEREINAFTER "PROPOSAL"). THE TERMS AND SCOPE OF WORK OF CITY OF ROSEVILLE REQUEST FOR PROPOSAL 01-088 AND CONTRACTOR'S PROPOSAL ARE HEREIN MADE PART OF THIS CONTRACT PURCHASE AGREEMENT AND FULLY INCORPORATED BY REFERENCE.

START DATE: EXECUTED AGREEMENT
END DATE: 6/30/26

PLEASE CONTACT ANDRE BARANOV AT 916-774-5342 OR BY EMAIL AT AJBARANOV@ROSEVILLE.CA.US FOR QUESTIONS.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	12763	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
		Tiffany Valdez Phone **1-916-746-1109**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

Contract Terms and Conditions

1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless the City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole or active negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Contractor is an independent contractor, and shall not be considered an officer, agent, or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days written notice. City's termination shall be without further liability to City; however, Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.
10. Contractor agrees to the below insurance requirements:
    a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.
    b. Form. Contractor shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management

and the City Attorney.

c. Additional Insureds. Contractor shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage (except Workers' Compensation) and for ongoing and completed operations. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office (ISO) CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or
(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

d. Cancellation/Modification. Contractor shall provide thirty (30) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Contractor shall comply with all federal, state and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.
12. In the event that the terms of any attachment or exhibit conflict with any terms of this Agreement, the terms of this Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.
16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.
17. For purposes of this Agreement, the terms "Contractor," "Consultant," and "Supplier" are used interchangeably.
18. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
19. Vehicles with a gross vehicle weight rating (GVWR) greater than 8,500 lbs. and light-duty package delivery vehicles operated in California may be subject to the California Air Resources Board (CARB) Advanced Clean Fleets regulations. Such vehicles may therefore be subject to requirements to reduce emissions and air pollutants. For more information, visit the CARB Advanced Clean Fleet webpage at https://ww2.arb.ca.gov/our-work/programs/advanced-clean-fleets.
20. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.
21. Contractor must submit all claims as defined in and in accordance with the claim

resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

22. Contractor certifies that Contractor, its employees, directors, officers, agents, subcontractors, vendors, and volunteers are not presently debarred, excluded, suspended, declared ineligible, voluntarily excluded, or proposed for debarment, exclusion, suspension, or ineligibility by any federal, state, or local department or agency.

23. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $250 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

24. This Agreement may be amended via change order, but only if such change order is made in writing, approved by the City, and signed by both parties.

25. CONTRACTOR agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONTRACTOR and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

    CONTRACTOR and CITY agree that: (a) CONTRACTOR is free from the control and direction of CITY in connection with the performance of the work; (b) CONTRACTOR is providing services directly to CITY; (c) CONTRACTOR has and will maintain at all relevant times a business license; (d) CONTRACTOR maintains a business location that is separate from CITY; (e) CONTRACTOR is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONTRACTOR actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONTRACTOR advertises and holds itself out to the public as available to provide the same or similar services; (h) CONTRACTOR provides its own tools, vehicles, and equipment to perform the services; (i) CONTRACTOR has negotiated its own rates; (j) CONTRACTOR set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONTRACTOR has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

The supplier named hereon by the acceptance of this order agrees to the provisions of this document titled "Contract Purchase Agreement" and all accompanying terms, conditions, and attachments.

Roseville Business License No. 00822748

Contractor License No. 938303

DIR Registration No. 1000005757

Check mark the applicable company type below:

X **Corporation**

_____ **Limited Liability Company**

_____ **Partnership**

_____ **Sole Proprietor**

City Reserves the right to withhold any payments to contractor in the event of noncompliance with insurance requirements or if required by law.
Construction T&C
REV 3/21/24 JS

ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 38 04 13 or an equivalent, blanket endorsement or section of the policy. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory
- A 30 day notice of cancellation must be provided
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

Construction:___X_
General Liability:
$2 Million/occurrence
$4 Million aggregate

Design Professional:____
General Liability:
$2 Million/occurrence
$4 Million aggregate
Professional Liability:
$2 Million/occurrence

Professional Consultant:____
Professional Liability:
$1 Million/occurrence

IT Services:____
Professional Liability:
$1 Million/occurrence
No auto required

Hazardous Materials:____
Pollution Liability:
$1 Million/occurrence

Special Events/Caterers-Vendors:____
No auto required
No workers' comp required

Professional Counseling/ Psychological:____
Professional Liability:
$1 Million/occurrence
No auto required

Pyrotechnics:____
General Liability:
$5 Million/occurrence
$10 Million aggregate
Auto - $2 Million/occurrence

Chemical/Environmental:____
General Liability:
$3 Million/occurrence
$6 Million aggregate
Pollution – $2 Million/Occurrence
Auto - $2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202

Asbestos-Containing Materials in City-Owned Buildings

California Health and Safety Code Section 25915 requires that all City of Roseville employees, contractors and lessees be notified annually of the presence of asbestos in City-owned buildings constructed prior to 1979. Please post this notice in an area(s) accessible to all employees, contractors and lessees. Contact Facility Maintenance & Operations at (916) 774-5740 for more information about Asbestos Containing Materials (ACMs) in specific City-owned buildings. For more information about asbestos refer to the OSHA website.

The City of Roseville is committed to maintaining a safe and healthy work environment. The City's Facility Maintenance & Operations staff conducts ongoing inspections to identify and safely manage previously installed asbestos-containing products. Renovation of City-owned buildings **MUST** be reviewed in advance by Facility Maintenance & Operations to ensure the City is in compliance with building codes, Americans with Disabilities Act and that no ACMs are disturbed without proper safeguards. Work that requires removal or repair of ACMs is restricted to trained and qualified persons only. **Facility Maintenance & Operations will need to approve the qualified contractors**.

Use the following measures to protect you and others from exposure to airborne asbestos:

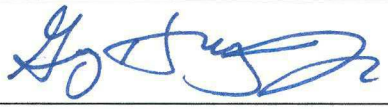
- Presume all building materials contain asbestos until determined otherwise by Facility Maintenance & Operations.
- Do not install walls, closets, cabinets, ceilings.
- Do not remove, cut, drill, sand, grind or otherwise disturb any material in the buildings, including carpet and tile.
- Do not paint (this includes any walls, ceilings, floors and electrostatic painting of office furniture).
- Do not remove any items nailed or screwed to the walls (this includes pictures, cabinets, electrical, etc.).
- Do not go above ceilings, behind walls or into building spaces such as attics and crawlspaces unless these areas have been inspected and cleared by Facility Maintenance & Operations.
- Do not pull cable or wiring through above-ceiling spaces with asbestos.
- Do not install screws, pins, nails or hangers into asbestos ceiling or wall plaster.
- Be careful not to damage walls, ceilings or floors when moving furniture or equipment. It is recommended that Facility Maintenance & Operations be contacted prior to moving furniture or equipment.
- Do not brush, sweep or vacuum textured asbestos ceiling plaster or plaster debris.
- Immediately report any damage or deterioration of suspect building materials to Facility Maintenance & Operations or Risk Management.

It is important to note that the presence of asbestos does not mean you have been exposed. Exposure results when friable asbestos particles are inhaled or ingested. Asbestos becomes friable when material containing asbestos is drilled, sanded or disturbed by remodeling or demolition work or when the ACM has deteriorated. Intact, bonded, sealed or undisturbed asbestos does not pose a hazard.

Employees may review the asbestos survey reports, results of bulk sampling or air monitoring conducted in City-owned buildings. All asbestos data will be available by appointment with Facility Maintenance & Operations.

Facilities Built Pre 1979 That May Contain Asbestos	Year Built
Downtown Library - 225 Taylor Street 95678	1974
Carnegie Museum - 557 Lincoln Street 95678	1912
Tower Theatre - 415 Vernon Street 95678	1940
Fire Station #3 - 1300 Cirby Way 95661	1963
Old Corp Yard - 100 Old Corp Yard Road 95678	1940
Water Treatment Plant Operations Bldg.- 9595 Barton Road 95746	1965
Waste Water Treatment Plant Operations Bldg. - 1800 Booth Road 95747	1962
Royer Recreation Bldg. - 190 Park Drive 95678	1950
Fire Museum - 400 Lincoln Street 95678	1930
Diamond Oaks Golf - 349 Diamond Oaks Road 95678	1965
Johnson Pool, 4th & D Street	1950
330 Vernon Street	1940
107 Sutter Avenue	1962

Sign to acknowledge receipt of asbestos notification:

SIGNATURE	
COMPANY NAME	MCM Roofing Company Inc.
DATE	11/25/25

Asbestos
Rev 01/16/19

Supplier

Signature: _____

Print Name: George H. Motz, Jr. (Jay Motz)

Title: President

Date: 11/25/2025

Supplier

Signature: _____

Print Name: _____

Title: _____

Date: _____

City of Roseville, A Municipal Corporation

Signature: _____

Print Name: **Dominick Casey**

Title: **City Manager**

Date: 2/4/2026

CITY OF ROSEVILLE
CALIFORNIA

Notice of Exemption

To: Placer County Clerk
Recorder's Office
2954 Richardson Drive
Auburn, CA 95603

From: City of Roseville
Development Services Dept.
311 Vernon Street
Roseville, CA 95678

Project Title: Corporation Yard Skylight Replacement

Project Location(s): 2005, 2025, 2075, 2080, and 2090 Hilltop Circle, Roseville, California 95678 (APNs 473-110-007, 008, 009, 010, -011, -012, -013, -014, -015, -021 -022).

Project Description: This project would allow for the replacement of 146 skylights on five existing buildings located within the City's Corporation Yard facility. The existing skylights have reached end of life and need to be replaced to ensure proper maintenance of the City's buildings and ensure safety of employees and visitors to the Corporation Yard. There would be no expansion of use.

Public Agency Approving Project: Roseville City Council

Agency/Individual Carrying Out Project: City of Roseville Public Works Department

Reason why this Project is Exempt: This project qualifies for a Class 1 Exemption as described in Section 15301 of the California Environmental Quality Act (CEQA) guidelines which states:

> "Class 1 consists of the ...repair [and] maintenance of existing public...structures [and] facilities [...involving negligible or no expansion of existing or former use.... Examples include but are not limited to: (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of health and safety..."

The project is located entirely within the Corporation Yard and provides needed maintenance to five of the existing buildings. The project would not result in expansion of use, and no environmentally sensitive resources are located within or near the property; therefore the Class 1 exemption is applicable to the proposed project.

Lead Agency Contact Person: Andre Baranov, Public Works Department Facilities Division, (916) 774-5342.

Signature: Jessica Lynch Date: 1/22/2026

Jessica Lynch, Environmental Coordinator,
City of Roseville

CITY OF ROSEVILLE CALIFORNIA

Department: Facilities
Date: 10/1/2025
RFP No. 01-088
for
Corporation Yard Skylight Replacement Project

Ranking	Company Name	Experience & Qualifications (Average)	Understanding the Project (Average)	Proposed Cost (Average)	Demonstrated history of completing similar projects. (Average)	Score
1	MCM Roofing Company Inc	25	24	25	10	**84**
2	August-Jaye Inc	15	25	30	2	**72**
3	Sustainable Living Builders, Inc	26	25	8	10	**68**

311 Vernon Street
Roseville, CA 95678

NOTICE OF INTENT TO AWARD CONSTRUCTION CONTRACT

To Whom it May Concern;

Regarding: RFP 01-088 Corporation Yard Skylight Replacement

From: Public Works Facility Services; Andre Baranov, Project Supervisor.

Subject: Notice of Intent to Award Design Contract

For RFP 01-088, pending City Council approval, the City intends to award the contract to replace skylights at 5 Corporation Yard buildings to: MCM Roofing Co. Inc.

To inquire about the recommended award, please write to Public Works Facility Services, Andre Baranov, Project Supervisor at: Public Works Facility Services AJBaranov@roseville.ca.us.

CITY OF ROSEVILLE CALIFORNIA

City Clerk
311 Vernon Street
Roseville, California 95678-2649

February 5, 2026

MCM Roofing Co. Inc.
Attn: George Motz Jr
3410 Flight Lane
McClellan, CA 95652

RE: Contract Purchase Agreement (3005132) – Corporation Yard Skylight Replacement

At the Roseville City Council meeting of February 4, 2026, the City Council approved the above referenced Contract Purchase Agreement between your company and the city. Enclosed please find a fully executed Agreement and a certified copy of authorizing Resolution No. 26-024.

If you have any questions, please contact Project Supervisor Andre Baranov at (916) 774-5342.

CARMEN AVALOS, CMC
City Clerk

By:

Adilia Keller
Adilia Keller
City Clerk Technician

Enclosures

CC: Andre Baranov/Public Works
Tiffany Valdez/Purchasing Department

Contract Purchase Agreement 3005132

Supplier Details:

Company	MCM Roofing Co Inc
Contact	George Motz Jr
Address	3410 Flight Ln Bldg 25
	McClellan, CA 95652

Submit your response to:

Company	City of Roseville
Contact	Tiffany Valdez
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1109
Fax	(916) 746-1115
E-mail	TValdez@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005132

Agreement	**3005132**
Agreement Date	**17-NOV-2025**
Change Order	**2**
Change Order Date	**01-JUL-2026**
Revision	**2**
Agreement Amount	**372,172.50 USD**

Invoice To	**City of Roseville** **Accounts Payable** **311 Vernon St** **ROSEVILLE CA 95678**	Supplier	**MCM Roofing Co Inc** 3410 Flight Ln Bldg 25 McClellan, CA 95652
Phone:	(916) 774-5488	**Phone:**	()
Fax:	(916) 784-3796	**Fax:**	()
Email:	accountspayable@roseville.ca.us	**Email:**	jmotz@mcmroofingcompany.com

Description of Labor, equipment and/or materials

AMENDMENT 1-

THIS CONTRACT PURCHASE AGREEMENT 3005132, WHICH WAS EXECUTED ON 2/4/26, IS HEREBY MODIFIED AS FOLLOWS:

THE TERM OF THE AGREEMENT IS EXTENDED BY SIX MONTHS AND THE EXPIRATION DATE OF THE AGREEMENT IS CHANGED FROM 6/30/26 TO 12/31/26.

ALL OTHER PROVISIONS OF THE AGREEMENT SHALL REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

PLEASE CONTACT MATT HOFFER AT 916-746-1156 OR BY EMAIL AT MAHOFFER@ROSEVILLE.CA.US FOR QUESTIONS.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	12763	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
04-Feb-2026	**31-Dec-2026**	**Tiffany Valdez** Phone **1-916-746-1109**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

Contract Terms and Conditions

1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless the City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole or active negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Contractor is an independent contractor, and shall not be considered an officer, agent, or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days written notice. City's termination shall be without further liability to City; however, Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.
10. Contractor agrees to the below insurance requirements:
    a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.
    b. Form. Contractor shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management

and the City Attorney.

c. Additional Insureds. Contractor shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage (except Workers' Compensation) and for ongoing and completed operations. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office (ISO) CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or
(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

d. Cancellation/Modification. Contractor shall provide thirty (30) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Contractor shall comply with all federal, state and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.
12. In the event that the terms of any attachment or exhibit conflict with any terms of this Agreement, the terms of this Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.
16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.
17. For purposes of this Agreement, the terms "Contractor," "Consultant," and "Supplier" are used interchangeably.
18. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
19. Vehicles with a gross vehicle weight rating (GVWR) greater than 8,500 lbs. and light-duty package delivery vehicles operated in California may be subject to the California Air Resources Board (CARB) Advanced Clean Fleets regulations. Such vehicles may therefore be subject to requirements to reduce emissions and air pollutants. For more information, visit the CARB Advanced Clean Fleet webpage at https://ww2.arb.ca.gov/our-work/programs/advanced-clean-fleets.
20. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.
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resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

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23. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $250 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.
24. This Agreement may be amended via change order, but only if such change order is made in writing, approved by the City, and signed by both parties.
25. CONTRACTOR agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONTRACTOR and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

    CONTRACTOR and CITY agree that: (a) CONTRACTOR is free from the control and direction of CITY in connection with the performance of the work; (b) CONTRACTOR is providing services directly to CITY; (c) CONTRACTOR has and will maintain at all relevant times a business license; (d) CONTRACTOR maintains a business location that is separate from CITY; (e) CONTRACTOR is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONTRACTOR actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONTRACTOR advertises and holds itself out to the public as available to provide the same or similar services; (h) CONTRACTOR provides its own tools, vehicles, and equipment to perform the services; (i) CONTRACTOR has negotiated its own rates; (j) CONTRACTOR set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONTRACTOR has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

The supplier named hereon by the acceptance of this order agrees to the provisions of this document titled "Contract Purchase Agreement" and all accompanying terms, conditions, and attachments.

Roseville Business License No. _____

Contractor License No. _____

DIR Registration No. _____

Check mark the applicable company type below:

_____ **Corporation**

_____ **Limited Liability Company**

_____ **Partnership**

_____ **Sole Proprietor**

City Reserves the right to withhold any payments to contractor in the event of noncompliance with insurance requirements or if required by law.
Construction T&C
REV 3/21/24 JS

ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 38 04 13 or an equivalent, blanket endorsement or section of the policy. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory
- A 30 day notice of cancellation must be provided
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

Construction:___X_
General Liability:
$2 Million/occurrence
$4 Million aggregate

Design Professional:____
General Liability:
$2 Million/occurrence
$4 Million aggregate
Professional Liability:
$2 Million/occurrence

Professional Consultant:____
Professional Liability:
$1 Million/occurrence

IT Services:____
Professional Liability:
$1 Million/occurrence
No auto required

Hazardous Materials:____
Pollution Liability:
$1 Million/occurrence

Special Events/Caterers-Vendors:____
No auto required
No workers' comp required

Professional Counseling/ Psychological:____
Professional Liability:
$1 Million/occurrence
No auto required

Pyrotechnics:____
General Liability:
$5 Million/occurrence
$10 Million aggregate
Auto - $2 Million/occurrence

Chemical/Environmental:____
General Liability:
$3 Million/occurrence
$6 Million aggregate
Pollution – $2 Million/Occurrence
Auto - $2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202

Asbestos-Containing Materials in City-Owned Buildings

California Health and Safety Code Section 25915 requires that all City of Roseville employees, contractors and lessees be notified annually of the presence of asbestos in City-owned buildings constructed prior to 1979. Please post this notice in an area(s) accessible to all employees, contractors and lessees. Contact Facility Maintenance & Operations at (916) 774-5740 for more information about Asbestos Containing Materials (ACMs) in specific City-owned buildings. For more information about asbestos refer to the OSHA website.

The City of Roseville is committed to maintaining a safe and healthy work environment. The City's Facility Maintenance & Operations staff conducts ongoing inspections to identify and safely manage previously installed asbestos-containing products. Renovation of City-owned buildings **MUST** be reviewed in advance by Facility Maintenance & Operations to ensure the City is in compliance with building codes, Americans with Disabilities Act and that no ACMs are disturbed without proper safeguards. Work that requires removal or repair of ACMs is restricted to trained and qualified persons only. **Facility Maintenance & Operations will need to approve the qualified contractors**.

Use the following measures to protect you and others from exposure to airborne asbestos:

- Presume all building materials contain asbestos until determined otherwise by Facility Maintenance & Operations.
- Do not install walls, closets, cabinets, ceilings.
- Do not remove, cut, drill, sand, grind or otherwise disturb any material in the buildings, including carpet and tile.
- Do not paint (this includes any walls, ceilings, floors and electrostatic painting of office furniture).
- Do not remove any items nailed or screwed to the walls (this includes pictures, cabinets, electrical, etc.).
- Do not go above ceilings, behind walls or into building spaces such as attics and crawlspaces unless these areas have been inspected and cleared by Facility Maintenance & Operations.
- Do not pull cable or wiring through above-ceiling spaces with asbestos.
- Do not install screws, pins, nails or hangers into asbestos ceiling or wall plaster.
- Be careful not to damage walls, ceilings or floors when moving furniture or equipment. It is recommended that Facility Maintenance & Operations be contacted prior to moving furniture or equipment.
- Do not brush, sweep or vacuum textured asbestos ceiling plaster or plaster debris.
- Immediately report any damage or deterioration of suspect building materials to Facility Maintenance & Operations or Risk Management.

It is important to note that the presence of asbestos does not mean you have been exposed. Exposure results when friable asbestos particles are inhaled or ingested. Asbestos becomes friable when material containing asbestos is drilled, sanded or disturbed by remodeling or demolition work or when the ACM has deteriorated. Intact, bonded, sealed or undisturbed asbestos does not pose a hazard.

Employees may review the asbestos survey reports, results of bulk sampling or air monitoring conducted in City-owned buildings. All asbestos data will be available by appointment with Facility Maintenance & Operations.

Facilities Built Pre 1979 That May Contain Asbestos	Year Built
Downtown Library - 225 Taylor Street 95678	1974
Carnegie Museum - 557 Lincoln Street 95678	1912
Tower Theatre - 415 Vernon Street 95678	1940
Fire Station #3 - 1300 Cirby Way 95661	1963
Old Corp Yard - 100 Old Corp Yard Road 95678	1940
Water Treatment Plant Operations Bldg.- 9595 Barton Road 95746	1965
Waste Water Treatment Plant Operations Bldg. - 1800 Booth Road 95747	1962
Royer Recreation Bldg. - 190 Park Drive 95678	1950
Fire Museum - 400 Lincoln Street 95678	1930
Diamond Oaks Golf - 349 Diamond Oaks Road 95678	1965
Johnson Pool, 4th & D Street	1950
330 Vernon Street	1940
107 Sutter Avenue	1962

Sign to acknowledge receipt of asbestos notification:

SIGNATURE	
COMPANY NAME	
DATE	

Asbestos
Rev 01/16/19

Supplier

Signature:_____

Print Name:_____

Title:_____

Date: _____

Supplier

Signature:_____

Print Name:_____

Title:_____

Date**:** _____

City of Roseville, A Municipal Corporation

Signature:_____

Print Name: **Dominick Casey**

Title: **City Manager**

Date:_____

CITY OF ROSEVILLE CALIFORNIA

Communication

Meeting Date: 8/5/2026
Item #: VI.16
File #: 0600-01
Item ID: 2026-605

Title:	Staffing and Salary Schedule Updates
Contact:	Macy Dippert 916-774-5215 mdippert@roseville.ca.us

SUMMARY

Staff recommends that the City Council approve the Management A & B salary schedules reflecting the addition of the new Public Affairs and Communications Director classification and the retitle of Department Public Information Officer to Public Information Officer. The City allocation schedule updates reflect the addition of two (2) regular, full-time positions (Public Affairs and Communications Director and Principal Planner), the retitle of six (6) regular, full-time Department Public Information Officer positions to Public Information Officer, and the deletion of one (1) regular, full-time Crime Scene Investigator I/II position. The fiscal impact to the General Fund for the remainder of Fiscal Year 2026-27 (FY2026-27) is $10,544, which can be absorbed within existing appropriations; therefore, no budget adjustment is required. The ongoing annual General Fund impact is $714.

RECOMMENDATION

As part of an ongoing assessment of the appropriate staffing structure to provide a high level of service to the community, staff recommend the following changes to the City's staffing allocation and salary schedules to meet business needs. It is recommended that City Council take the following actions:

1. Adopt an ordinance to approve the Management salary schedule A & B (Appendix Q) reflecting the addition of a Public Affairs and Communications Director (5610A/5610B) and the retitling of Department Public Information Officer to Public Information Officer (1645A/1645B) effective August 8, 2026; and

2. Motion to approve the attached Citywide allocation schedule effective August 8, 2026.

BACKGROUND

As part of the Municipal Code, the Human Resources Department maintains the City's classification plan. Human Resources staff continually evaluate organizational structure and staffing levels necessary to provide high service levels to the community. In summary, the recommended changes to the salary schedule include the addition of one (1) new classification, and the retitle of one (1) classification. The city allocation schedule reflects the addition of two (2) full-time, regular positions, the deletion of one (1) full-time, regular position and the retitle of six (6) full-time, regular positions.

Recommendations:

The proposed recommendations are as follows:

Salary Schedules Changes

Addition of New Classifications

Grade Codes	Classification Name	Minimum	Maximum	Bargaining

		Monthly Salary	Monthly Salary	Unit
5610A/5610B	Public Affairs and Communications Director	$12,918	$17,312	Management

Retitle

Grade Codes	From	To	Department	Bargaining Unit
1645A/ 1645B	Department Public Information Officer	Public Information Officer	Fire Parks, Recreation, and Libraries Environmental Utilities Public Affairs and Communications Electric	Management

Position Allocation Changes

Add

Position	Position Number	Department	Bargaining Unit
Public Affairs and Communications Director	PAC185610001	Public Affairs and Communications	Management
Principal Planner	DSD665513001	Development Services	Management

Delete

Position	Position Number	Department	Bargaining Unit
Crime Scene Investigator I/II	POL445494003	Police	RPA

Retitle

From	To	Position Number	Department	Bargaining Unit
Department Public Information Officer	Public Information Officer	FIR481645001 PRL581645002 EUD741645001 PAC181645001 PAC181645002 ELE701645001	Fire Parks, Recreation, and Libraries Environmental Utilities Public Affairs and	Management

			Communications Electric	

Changes by Department:

Citywide

Staff recommend retitling the citywide classification of Department Public Information Officer to the Public Information Officer (PIO). A recent classification study was concluded and the recommendation from the city's consultant is based on a review of the duties performed, the scope and complexity, as well as contacts, the positions are appropriately classified, regardless of assignment in the Public Affairs and Communication Department or outstationed in line departments. Previously, the PIO title was in use and that position has since been reclassified. Therefore, it is recommended that "Department" be removed from the PIO title to create a general PIO title, which will support recruitment efforts.

Development Services

The Development Services Department is requesting that one (1) full-time, regular Principal Planner position be added to the position allocation schedule. The City as an immediate and sustained operational need to establish a Principal Planner position to oversee and lead the long-range Planning team. The complexity, volume, and strategic importance of long-range planning activities have grown significantly, requiring dedicated senior-level oversight to ensure high-quality planning work, timely project delivery, and effective coordination with internal and external stakeholders. Establishing the Principal Planner position is essential to maintaining and improving service levels within the Planning Division. After the recruitment process, the resulting vacant position will be deleted.

Public Affairs and Communications (PAC)

The Public Affairs and Communications Department recommend the addition of one (1) classification and associated regular, full-time position of Public Affairs and Communications Director, with the recent retirement of the Deputy City Manager that headed the Public Affairs and Communications Department. After the recruitment process, the Deputy City Manager classification and position will be deleted.

An organizational review was conducted of the current structure of the Public Affairs and Communications Department, and it is recommended that a new classification and position be added as the Director. The Public Affairs and Communications Director classification will plan, organize, and direct the activities and operations of the Public Affairs and Communications Department including citywide communications and legislative advocacy, community engagement, media relations, emergency and crisis communications and digital platform communications, internal communications, special events and community relations. The position works closely with the City Manager in support and coordination of City Council strategic planning sessions. Based on a review of the market, staff recommends the salary range be set internally to align it to be the same as the City Clerk salary range.

Police

The Police Department is requesting that one (1) vacant Crime Scene Investigator I/II position be deleted from the position allocation schedule after a recent promotional recruitment process with this resulting vacancy being deleted from the position allocation schedule.

FISCAL IMPACT

The estimated total cost to the General Fund for the remainder of FY2026-27 is $10,544, all of which can be absorbed by existing appropriations. Therefore, no budget adjustment is required at this time.

Beyond this fiscal year, the recommended changes have an annual ongoing impact of $714 to the General Fund. The following table provides an overall summary of net costs:

Fund	Annual Ongoing Cost	Impact for remaining FY 2026-27
General Fund	$714	$10,544
Grand Total	**$714**	**$10,544**

The following tables provide an overview of applicable department costs:

Development Service Department

From	To	Current Salary & Benefits	Proposed Salary & Benefits	Annual Impact *	Impact for remaining FY 2026-27
Senior Planner	Principal Planner	$219,561	$252,490	$32,928	$29,129
			Total	**$32,928**	**$29,129**

*This amount includes the estimated annual pension cost of $2,374.09.

Public Affairs and Communications

From	To	Current Salary & Benefits	Proposed Salary & Benefits	Annual Impact *	Impact for remaining FY 2026-27
Deputy City Manager	Public Affairs and Communications Director	$354,351	$322,137	-$32,214	-$18,585
			Total	**-$32,214**	**-$18,585**

*This amount includes the estimated annual pension savings of $2,322.58.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The proposed staffing and salary changes meet the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

6. Deliver exceptional City services

Respectfully Submitted,

Macy Dippert, Human Resources Manager

Stacey Peterson, Human Resources Director

ATTACHMENTS:
1. Ordinance 7094
2. 2026.08.08 Management Salary Schedule-A
3. 2026.08.08 Management Salary Schedule-B
4. 2026-08-08 City-wide Allocation Schedule

REVIEWERS:

Tamiko Thomas, Human Resources Department	Created/Initiated - 7/16/2026
Stacey Peterson, Human Resources Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/24/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/24/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

ORDINANCE NO. 7094

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING ORDINANCE NO. 7063, THE SALARY ORDINANCE FOR MANAGEMENT EMPLOYEES, AS AMENDED BY APPENDIX "Q" TO BE EFFECTIVE AUGUST 8, 2026, AS AN URGENCY MEASURE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Title and Purpose.

Ordinance No. 7063, the Salary Ordinance for Management Employees, is hereby amended as shown on Appendix "Q" for salary schedules A & B attached hereto reflecting the following:

ADDITION OF CLASSIFICATION

Classification No.	Position Title	Pay Rate
5610A/5610B	Public Affairs and Communications Director	$99.87

RETITLE OF CLASSIFICATION

Classification No.	Position Title	Pay Rate
1645A/1645B	Public Information Officer	$69.35

SECTION 2. Salary Plan Effective Date.

This Ordinance shall be effective August 8, 2026 as an urgency measure.

SECTION 3. Urgency Ordinance.

This ordinance is hereby declared to be an urgency measure, immediately necessary for the public peace, health and safety and shall take effect August 8, 2026. A statement of urgency is as follows:

It is necessary to amend the Salary Ordinance to comply with recently approved changes for the orderly and necessary continuance of operations of the City.

SECTION 4. Posting.

The City Clerk is hereby authorized and directed to post a true copy of the foregoing ordinance in each of three (3) conspicuous locations in the City and she shall immediately after such posting enter in the Ordinance Book under the record of the ordinance a certificate under her hand stating the time and place of said publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1370A	Accounting Manager-A	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	69.7904	5583.23	12097.00	145164.03
		Step C	73.2800	5862.40	12701.87	152422.40
		Step D	76.9439	6155.51	13336.94	160043.31
		Step E	80.7911	6463.29	14003.79	168045.49
		Step F	84.8307	6786.46	14703.99	176447.86
		Step G	89.0721	7125.77	15439.16	185269.97
0043A	Accounting Supervisor-A	Step A	55.1804	4414.43	9564.60	114775.23
		Step B	57.9396	4635.17	10042.86	120514.37
		Step C	60.8365	4866.92	10544.99	126539.92
		Step D	63.8784	5110.27	11072.26	132867.07
		Step E	67.0722	5365.78	11625.85	139510.18
		Step F	70.4259	5634.07	12207.16	146485.87
		Step G	73.9472	5915.78	12817.51	153810.18

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9427A	Accounts Payable Supervisor-A	Step A	52.5526	4204.21	9109.12	109309.41
		Step B	55.1801	4414.41	9564.55	114774.61
		Step C	57.9391	4635.13	10042.78	120513.33
		Step D	60.8360	4866.88	10544.91	126538.88
		Step E	63.8778	5110.22	11072.15	132865.82
		Step F	67.0717	5365.74	11625.76	139509.14
		Step G	70.4254	5634.03	12207.07	146484.83
0090A	Alternative Transportation Manager-A	Step A	67.6751	5414.01	11730.35	140764.21
		Step B	71.0588	5684.70	12316.86	147802.30
		Step C	74.6118	5968.94	12932.71	155192.54
		Step D	78.3424	6267.39	13579.35	162952.19
		Step E	82.2595	6580.76	14258.31	171099.76
		Step F	86.3725	6909.80	14971.23	179654.80
		Step G	90.6909	7255.27	15719.76	188637.07

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1017A	Assistant Building Official-A	Step A	54.2969	4343.75	9411.46	112937.55
		Step B	57.0118	4560.94	9882.05	118584.54
		Step C	59.8623	4788.98	10376.13	124513.58
		Step D	62.8554	5028.43	10894.94	130739.23
		Step E	65.9985	5279.88	11439.74	137276.88
		Step F	69.2985	5543.88	12011.74	144140.88
		Step G	72.7631	5821.05	12612.27	151347.25
0245A	Assistant City Attorney-A	Step A	99.1346	7930.77	17183.33	206199.97
		Step B	104.0914	8327.31	18042.51	216510.11
		Step C	109.2958	8743.66	18944.61	227335.26
		Step D	114.7607	9180.86	19891.85	238702.26
		Step E	120.4987	9639.90	20886.44	250637.30
		Step F	126.5237	10121.90	21930.77	263169.30
		Step G	132.8498	10627.98	23027.30	276327.58

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0250A	Assistant City Clerk-A	Step A	50.1871	4014.97	8699.10	104389.17
		Step B	52.6966	4215.73	9134.08	109608.93
		Step C	55.3314	4426.51	9590.78	115089.31
		Step D	58.0980	4647.84	10070.32	120843.84
		Step E	61.0029	4880.23	10573.84	126886.03
		Step F	64.0529	5124.23	11102.50	133230.03
		Step G	67.2556	5380.45	11657.64	139891.65
0325A	Assistant City Manager-A	Step A	101.6983	8135.86	17627.71	211532.46
		Step B	106.7831	8542.65	18509.07	222108.85
		Step C	112.1224	8969.79	19434.55	233214.59
		Step D	117.7286	9418.29	20406.29	244875.49
		Step E	123.6150	9889.20	21426.60	257119.20
		Step F	129.7957	10383.66	22497.92	269975.06
		Step G	136.2854	10902.83	23622.80	283473.63

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1021A	Assistant City Manager/Chief Financial Officer-A	Step A	101.6983	8135.86	17627.71	211532.46
		Step B	106.7831	8542.65	18509.07	222108.85
		Step C	112.1224	8969.79	19434.55	233214.59
		Step D	117.7286	9418.29	20406.29	244875.49
		Step E	123.6150	9889.20	21426.60	257119.20
		Step F	129.7957	10383.66	22497.92	269975.06
		Step G	136.2854	10902.83	23622.80	283473.63
1179A	Assistant Development Services Director-A	Step A	78.4186	6273.49	13592.56	163110.69
		Step B	82.3397	6587.18	14272.21	171266.58
		Step C	86.4566	6916.53	14985.81	179829.73
		Step D	90.7794	7262.35	15735.10	188821.15
		Step E	95.3184	7625.47	16521.86	198262.27
		Step F	100.0843	8006.74	17347.95	208175.34
		Step G	105.0886	8407.09	18215.36	218584.29

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1068A	Assistant Electric Analyst-A	Step A	38.8962	3111.70	6742.01	80904.10
		Step B	40.8410	3267.28	7079.11	84949.28
		Step C	42.8829	3430.63	7433.04	89196.43
		Step D	45.0272	3602.18	7804.71	93656.58
		Step E	47.2785	3782.28	8194.94	98339.28
		Step F	49.6426	3971.41	8604.72	103256.61
		Step G	52.1247	4169.98	9034.95	108419.38
0395A	Assistant Electric Utility Director-A	Step A	117.5654	9405.23	20378.00	244536.03
		Step B	123.4439	9875.51	21396.94	256763.31
		Step C	129.6162	10369.30	22466.81	269601.70
		Step D	136.0968	10887.74	23590.11	283081.34
		Step E	142.9018	11432.14	24769.65	297235.74
		Step F	150.0468	12003.74	26008.11	312097.34
		Step G	157.5492	12603.94	27308.53	327702.34

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1172A	Assistant Environmental Utilities Director of Operations-A	Step A	88.4092	7072.74	15324.26	183891.14
		Step B	92.8297	7426.38	16090.48	193085.78
		Step C	97.4712	7797.70	16895.01	202740.10
		Step D	102.3448	8187.58	17739.77	212877.18
		Step E	107.4620	8596.96	18626.75	223520.96
		Step F	112.8351	9026.81	19558.08	234697.01
		Step G	118.4769	9478.15	20536.00	246431.95
0411A	Assistant Environmental Utilities Director-A	Step A	80.3702	6429.62	13930.83	167170.02
		Step B	84.3887	6751.10	14627.37	175528.50
		Step C	88.6083	7088.66	15358.77	184305.26
		Step D	93.0384	7443.07	16126.66	193519.87
		Step E	97.6905	7815.24	16933.02	203196.24
		Step F	102.5751	8206.01	17779.68	213356.21
		Step G	107.7037	8616.30	18668.64	224023.70

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1026A	Assistant Finance Director-A	Step A	76.4361	6114.89	13248.92	158987.09
		Step B	80.2578	6420.62	13911.35	166936.22
		Step C	84.2708	6741.66	14606.94	175283.26
		Step D	88.4843	7078.74	15337.28	184047.34
		Step E	92.9086	7432.69	16104.16	193249.89
		Step F	97.5541	7804.33	16909.38	202912.53
		Step G	102.4317	8194.54	17754.83	213057.94
0480A	Assistant Fire Chief-A	Step A	83.9768	6718.14	14555.98	174671.74
		Step B	88.1755	7054.04	15283.75	183405.04
		Step C	92.5847	7406.78	16048.01	192576.18
		Step D	97.2137	7777.10	16850.37	202204.50
		Step E	102.0745	8165.96	17692.91	212314.96
		Step F	107.1782	8574.26	18577.55	222930.66
		Step G	112.5373	9002.98	19506.47	234077.58

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0484A	Assistant Human Resources Director-A	Step A	72.1468	5771.74	12505.45	150065.34
		Step B	75.7535	6060.28	13130.61	157567.28
		Step C	79.5419	6363.35	13787.26	165447.15
		Step D	83.5190	6681.52	14476.63	173719.52
		Step E	87.6951	7015.61	15200.48	182405.81
		Step F	92.0797	7366.38	15960.48	191525.78
		Step G	96.6837	7734.70	16758.51	201102.10
9558A	Assistant Information Technology Director-A	Step A	72.0678	5765.42	12491.75	149901.02
		Step B	75.6715	6053.72	13116.39	157396.72
		Step C	79.4549	6356.39	13772.18	165266.19
		Step D	83.4276	6674.21	14460.78	173529.41
		Step E	87.5993	7007.94	15183.88	182206.54
		Step F	91.9790	7358.32	15943.03	191316.32
		Step G	96.5779	7726.23	16740.17	200882.03

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0510A	Assistant Police Chief-A	Step A	97.7413	7819.30	16941.83	203301.90
		Step B	102.6281	8210.25	17788.87	213466.45
		Step C	107.7599	8620.79	18678.38	224140.59
		Step D	113.1477	9051.82	19612.27	235347.22
		Step E	118.8052	9504.42	20592.90	247114.82
		Step F	124.7454	9979.63	21622.54	259470.43
		Step G	130.9827	10478.62	22703.67	272444.02
1148A	Assistant Public Works Director-A	Step A	75.1513	6012.10	13026.23	156314.70
		Step B	78.9089	6312.71	13677.54	164130.51
		Step C	82.8544	6628.35	14361.43	172337.15
		Step D	86.9970	6959.76	15079.48	180953.76
		Step E	91.3469	7307.75	15833.46	190001.55
		Step F	95.9141	7673.13	16625.11	199501.33
		Step G	100.7099	8056.79	17456.38	209476.59

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0086A	Assistant Transportation Planner-A	Step A	39.6739	3173.91	6876.81	82521.71
		Step B	41.6578	3332.62	7220.69	86648.22
		Step C	43.7406	3499.25	7581.70	90980.45
		Step D	45.9276	3674.21	7960.78	95529.41
		Step E	48.2238	3857.90	8358.79	100305.50
		Step F	50.6350	4050.80	8776.73	105320.80
		Step G	53.1669	4253.35	9215.60	110587.15
1067A	Associate Electric Analyst-A	Step A	42.7857	3422.86	7416.19	88994.26
		Step B	44.9252	3594.02	7787.03	93444.42
		Step C	47.1713	3773.70	8176.36	98116.30
		Step D	49.5300	3962.40	8585.20	103022.40
		Step E	52.0065	4160.52	9014.46	108173.52
		Step F	54.6067	4368.54	9465.16	113581.94
		Step G	57.3371	4586.97	9938.43	119261.17

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0088A	Associate Transportation Planner-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
0910A	Budget Analyst I-A	Step A	41.6564	3332.51	7220.44	86645.31
		Step B	43.7390	3499.12	7581.43	90977.12
		Step C	45.9262	3674.10	7960.54	95526.50
		Step D	48.2225	3857.80	8358.57	100302.80
		Step E	50.6338	4050.70	8776.53	105318.30
		Step F	53.1653	4253.22	9215.32	110583.82
		Step G	55.8236	4465.89	9676.09	116113.09

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0915A	Budget Analyst II-A	Step A	45.8230	3665.84	7942.65	95311.84
		Step B	48.1140	3849.12	8339.76	100077.12
		Step C	50.5200	4041.60	8756.80	105081.60
		Step D	53.0457	4243.66	9194.59	110335.06
		Step E	55.6982	4455.86	9654.35	115852.26
		Step F	58.4833	4678.66	10137.11	121645.26
		Step G	61.4074	4912.59	10643.95	127727.39
0930A	Budget Manager-A	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	69.7904	5583.23	12097.00	145164.03
		Step C	73.2800	5862.40	12701.87	152422.40
		Step D	76.9439	6155.51	13336.94	160043.31
		Step E	80.7911	6463.29	14003.79	168045.49
		Step F	84.8307	6786.46	14703.99	176447.86
		Step G	89.0721	7125.77	15439.16	185269.97

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1043A	Building Official-A	Step A	68.0861	5446.89	11801.59	141619.09
		Step B	71.4903	5719.22	12391.65	148699.82
		Step C	75.0648	6005.18	13011.23	156134.78
		Step D	78.8180	6305.44	13661.79	163941.44
		Step E	82.7588	6620.70	14344.86	172138.30
		Step F	86.8967	6951.74	15062.09	180745.14
		Step G	91.2416	7299.33	15815.21	189782.53
1141A	Building Plans Examiner Supervisor-A	Step A	51.0649	4085.19	8851.25	106214.99
		Step B	53.6183	4289.46	9293.84	111526.06
		Step C	56.2991	4503.93	9758.51	117102.13
		Step D	59.1141	4729.13	10246.44	122957.33
		Step E	62.0698	4965.58	10758.77	129105.18
		Step F	65.1733	5213.86	11296.71	135560.46
		Step G	68.4319	5474.55	11861.53	142338.35

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1166A	Business Systems Supervisor-A	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	54.8358	4386.86	9504.87	114058.46
		Step C	57.5776	4606.21	9980.12	119761.41
		Step D	60.4565	4836.52	10479.13	125749.52
		Step E	63.4793	5078.34	11003.08	132036.94
		Step F	66.6533	5332.26	11553.24	138638.86
		Step G	69.9859	5598.87	12130.89	145570.67
1180A	Chief Information Officer-A	Step A	90.1815	7214.52	15631.46	187577.52
		Step B	94.6904	7575.23	16413.00	196956.03
		Step C	99.4252	7954.02	17233.70	206804.42
		Step D	104.3963	8351.70	18095.36	217144.30
		Step E	109.6160	8769.28	19000.11	228001.28
		Step F	115.0969	9207.75	19950.13	239401.55
		Step G	120.8518	9668.14	20947.65	251371.74

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1220A	City Clerk-A	Step A	74.5290	5962.32	12918.36	155020.32
		Step B	78.2555	6260.44	13564.29	162771.44
		Step C	82.1682	6573.46	14242.49	170909.86
		Step D	86.2767	6902.14	14954.63	179455.54
		Step E	90.5905	7247.24	15702.35	188428.24
		Step F	95.1200	7609.60	16487.47	197849.60
		Step G	99.8760	7990.08	17311.84	207742.08
1181A	City Engineer-A	Step A	76.7574	6140.59	13304.62	159655.39
		Step B	80.5952	6447.62	13969.83	167638.02
		Step C	84.6250	6770.00	14668.33	176020.00
		Step D	88.8562	7108.50	15401.74	184820.90
		Step E	93.2990	7463.92	16171.83	194061.92
		Step F	97.9640	7837.12	16980.43	203765.12
		Step G	102.8622	8228.98	17829.45	213953.38

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1142A	City Librarian-A	Step A	57.1509	4572.07	9906.16	118873.87
		Step B	60.0084	4800.67	10401.46	124817.47
		Step C	63.0087	5040.70	10921.51	131058.10
		Step D	66.1595	5292.76	11467.65	137611.76
		Step E	69.4671	5557.37	12040.96	144491.57
		Step F	72.9408	5835.26	12643.07	151716.86
		Step G	76.5878	6127.02	13275.22	159302.62
1368A	Code Enforcement Supervisor-A	Step A	45.7058	3656.46	7922.34	95068.06
		Step B	47.9911	3839.29	8318.46	99821.49
		Step C	50.3909	4031.27	8734.42	104813.07
		Step D	52.9104	4232.83	9171.14	110053.63
		Step E	55.5558	4444.46	9629.67	115556.06
		Step F	58.3335	4666.68	10111.14	121333.68
		Step G	61.2503	4900.02	10616.72	127400.62

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1027A	Construction Inspection Superintendent-A	Step A	52.3970	4191.76	9082.15	108985.76
		Step B	55.0170	4401.36	9536.28	114435.36
		Step C	57.7679	4621.43	10013.10	120157.23
		Step D	60.6563	4852.50	10513.76	126165.10
		Step E	63.6889	5095.11	11039.41	132472.91
		Step F	66.8737	5349.90	11591.44	139097.30
		Step G	70.2173	5617.38	12171.00	146051.98
3740A	Cultural Arts Supervisor-A	Step A	42.4649	3397.19	7360.58	88326.99
		Step B	44.5879	3567.03	7728.57	92742.83
		Step C	46.8175	3745.40	8115.03	97380.40
		Step D	49.1584	3932.67	8520.79	102249.47
		Step E	51.6162	4129.30	8946.81	107361.70
		Step F	54.1970	4335.76	9394.15	112729.76
		Step G	56.9069	4552.55	9863.86	118366.35

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1025A	Custodian Supervisor-A	Step A	29.2284	2338.27	5066.26	60795.07
		Step B	30.6898	2455.18	5319.57	63834.78
		Step C	32.2243	2577.94	5585.55	67026.54
		Step D	33.8355	2706.84	5864.82	70377.84
		Step E	35.5273	2842.18	6158.07	73896.78
		Step F	37.3036	2984.29	6465.96	77591.49
		Step G	39.1688	3133.50	6789.26	81471.10
1150A	Customer Care Manager-A	Step A	57.6899	4615.19	9999.58	119994.99
		Step B	60.5742	4845.94	10499.53	125994.34
		Step C	63.6030	5088.24	11024.52	132294.24
		Step D	66.7832	5342.66	11575.75	138909.06
		Step E	70.1224	5609.79	12154.55	145854.59
		Step F	73.6285	5890.28	12762.27	153147.28
		Step G	77.3099	6184.79	13400.38	160804.59

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9561A	Data Management System Administrator-A	Step A	59.2115	4736.92	10263.33	123159.92
		Step B	62.1720	4973.76	10776.48	129317.76
		Step C	65.2807	5222.46	11315.32	135783.86
		Step D	68.5447	5483.58	11881.08	142572.98
		Step E	71.9720	5757.76	12475.15	149701.76
		Step F	75.5705	6045.64	13098.89	157186.64
		Step G	79.3493	6347.94	13753.88	165046.54
1168A	Database Supervisor-A	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	54.8358	4386.86	9504.87	114058.46
		Step C	57.5776	4606.21	9980.12	119761.41
		Step D	60.4565	4836.52	10479.13	125749.52
		Step E	63.4793	5078.34	11003.08	132036.94
		Step F	66.6533	5332.26	11553.24	138638.86
		Step G	69.9859	5598.87	12130.89	145570.67

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1645A	Department Public Information Officer-A	Step A	51.7548	4140.38	8970.83	107649.98
		Step B	54.3427	4347.42	9419.40	113032.82
		Step C	57.0598	4564.78	9890.37	118684.38
		Step D	59.9128	4793.02	10384.89	124618.62
		Step E	62.9085	5032.68	10904.14	130849.68
		Step F	66.0540	5284.32	11449.36	137392.32
		Step G	69.3565	5548.52	12021.79	144261.52
1655A	Deputy City Attorney I-A	Step A	71.2432	5699.46	12348.82	148185.86
		Step B	74.8053	5984.42	12966.25	155595.02
		Step C	78.5454	6283.63	13614.54	163374.43
		Step D	82.4727	6597.82	14295.27	171543.22
		Step E	86.5965	6927.72	15010.06	180120.72
		Step F	90.9263	7274.10	15760.56	189126.70
		Step G	95.4725	7637.80	16548.57	198582.80

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1658A	Deputy City Attorney II-A	Step A	78.3675	6269.40	13583.70	163004.40
		Step B	82.2857	6582.86	14262.85	171154.26
		Step C	86.4001	6912.01	14976.02	179712.21
		Step D	90.7200	7257.60	15724.80	188697.60
		Step E	95.2560	7620.48	16511.04	198132.48
		Step F	100.0188	8001.50	17336.59	208039.10
		Step G	105.0198	8401.58	18203.43	218441.18
1659A	Deputy City Manager-A	Step A	81.9820	6558.56	14210.21	170522.56
		Step B	86.0811	6886.49	14920.72	179048.69
		Step C	90.3851	7230.81	15666.75	188001.01
		Step D	94.9044	7592.35	16450.10	197401.15
		Step E	99.6496	7971.97	17272.60	207271.17
		Step F	104.6321	8370.57	18136.23	217634.77
		Step G	109.8637	8789.10	19043.04	228516.50

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1280A	Development Services Business Systems Administrator-A	Step A	54.7118	4376.94	9483.38	113800.54
		Step B	57.4472	4595.78	9957.51	119490.18
		Step C	60.3197	4825.58	10455.41	125464.98
		Step D	63.3355	5066.84	10978.15	131737.84
		Step E	66.5025	5320.20	11527.10	138325.20
		Step F	69.8278	5586.22	12103.49	145241.82
		Step G	73.3188	5865.50	12708.59	152503.10
1676A	Development Services Director-A	Step A	90.1817	7214.54	15631.49	187577.94
		Step B	94.6906	7575.25	16413.04	196956.45
		Step C	99.4253	7954.02	17233.72	206804.62
		Step D	104.3964	8351.71	18095.38	217144.51
		Step E	109.6164	8769.31	19000.18	228002.11
		Step F	115.0973	9207.78	19950.20	239402.38
		Step G	120.8518	9668.14	20947.65	251371.74

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1695A	Development Services Manager-A	Step A	65.6536	5252.29	11379.96	136559.49
		Step B	68.9361	5514.89	11948.92	143387.09
		Step C	72.3831	5790.65	12546.40	150556.85
		Step D	76.0022	6080.18	13173.71	158084.58
		Step E	79.8023	6384.18	13832.40	165988.78
		Step F	83.7926	6703.41	14524.05	174288.61
		Step G	87.9823	7038.58	15250.27	183003.18
2415A	EMS Quality Assurance Coordinator-A	Step A	62.6175	5009.40	10853.70	130244.40
		Step B	65.7482	5259.86	11396.35	136756.26
		Step C	69.0359	5522.87	11966.22	143594.67
		Step D	72.4879	5799.03	12564.57	150774.83
		Step E	76.1120	6088.96	13192.75	158312.96
		Step F	79.9178	6393.42	13852.42	166229.02
		Step G	83.9135	6713.08	14545.01	174540.08

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6520A	ERP Program Manager-A	Step A	57.2129	4577.03	9916.90	119002.83
		Step B	60.0733	4805.86	10412.71	124952.46
		Step C	63.0768	5046.14	10933.31	131199.74
		Step D	66.2307	5298.46	11479.99	137759.86
		Step E	69.5422	5563.38	12053.98	144647.78
		Step F	73.0194	5841.55	12656.70	151880.35
		Step G	76.6704	6133.63	13289.54	159474.43
1674A	Economic Development Analyst I-A	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.6582	3332.66	7220.75	86649.06
		Step C	43.7410	3499.28	7581.77	90981.28
		Step D	45.9284	3674.27	7960.92	95531.07
		Step E	48.2248	3857.98	8358.97	100307.58
		Step F	50.6361	4050.89	8776.92	105323.09
		Step G	53.1677	4253.42	9215.73	110588.82

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1675A	Economic Development Analyst II-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
1710A	Economic Development Director-A	Step A	85.8901	6871.21	14887.62	178651.41
		Step B	90.1851	7214.81	15632.08	187585.01
		Step C	94.6941	7575.53	16413.64	196963.73
		Step D	99.4288	7954.30	17234.33	206811.90
		Step E	104.4003	8352.02	18096.05	217152.62
		Step F	109.6204	8769.63	19000.87	228010.43
		Step G	115.1013	9208.10	19950.89	239410.70

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1118A	Economic Development Manager-A	Step A	61.3459	4907.67	10633.29	127599.47
		Step B	64.4156	5153.25	11165.37	133984.45
		Step C	67.6366	5410.93	11723.68	140684.13
		Step D	71.0182	5681.46	12309.82	147717.86
		Step E	74.5689	5965.51	12925.28	155103.31
		Step F	78.2977	6263.82	13571.60	162859.22
		Step G	82.2123	6576.98	14250.13	171001.58
1001A	Economic Development Project Manager-A	Step A	55.7723	4461.78	9667.20	116006.38
		Step B	58.5608	4684.86	10150.54	121806.46
		Step C	61.4889	4919.11	10658.08	127896.91
		Step D	64.5633	5165.06	11190.97	134291.66
		Step E	67.7914	5423.31	11750.51	141006.11
		Step F	71.1812	5694.50	12338.07	148056.90
		Step G	74.7402	5979.22	12954.97	155459.62

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1310A	Electric Business Analyst I-A	Step A	51.3432	4107.46	8899.49	106793.86
		Step B	53.9105	4312.84	9344.49	112133.84
		Step C	56.6061	4528.49	9811.72	117740.69
		Step D	59.4362	4754.90	10302.27	123627.30
		Step E	62.4082	4992.66	10817.42	129809.06
		Step F	65.5286	5242.29	11358.29	136299.49
		Step G	68.8050	5504.40	11926.20	143114.40
1312A	Electric Business Analyst II-A	Step A	56.4773	4518.18	9789.40	117472.78
		Step B	59.3012	4744.10	10278.87	123346.50
		Step C	62.2661	4981.29	10792.79	129513.49
		Step D	65.3796	5230.37	11332.46	135989.57
		Step E	68.6484	5491.87	11899.06	142788.67
		Step F	72.0809	5766.47	12494.02	149928.27
		Step G	75.6849	6054.79	13118.72	157424.59

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1066A	Electric Compliance Analyst I-A	Step A	51.3429	4107.43	8899.44	106793.23
		Step B	53.9102	4312.82	9344.43	112133.22
		Step C	56.6058	4528.46	9811.67	117740.06
		Step D	59.4359	4754.87	10302.22	123626.67
		Step E	62.4077	4992.62	10817.33	129808.02
		Step F	65.5281	5242.25	11358.20	136298.45
		Step G	68.8046	5504.37	11926.13	143113.57
2335A	Electric Compliance Analyst II-A	Step A	56.4781	4518.25	9789.54	117474.45
		Step B	59.3021	4744.17	10279.03	123348.37
		Step C	62.2672	4981.38	10792.98	129515.78
		Step D	65.3805	5230.44	11332.62	135991.44
		Step E	68.6495	5491.96	11899.25	142790.96
		Step F	72.0820	5766.56	12494.21	149930.56
		Step G	75.6861	6054.89	13118.92	157427.09

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1151A	Electric Customer Programs and Public Affairs Supervisor-A	Step A	71.4445	5715.56	12383.71	148604.56
		Step B	75.0168	6001.34	13002.91	156034.94
		Step C	78.7677	6301.42	13653.07	163836.82
		Step D	82.7059	6616.47	14335.69	172028.27
		Step E	86.8411	6947.29	15052.46	180629.49
		Step F	91.1832	7294.66	15805.09	189661.06
		Step G	95.7425	7659.40	16595.37	199144.40
1117A	Electric Economic and Development Partnership Manager-A	Step A	78.5890	6287.12	13622.09	163465.12
		Step B	82.5184	6601.47	14303.19	171638.27
		Step C	86.6443	6931.54	15018.35	180220.14
		Step D	90.9766	7278.13	15769.28	189231.33
		Step E	95.5253	7642.02	16557.72	198692.62
		Step F	100.3017	8024.14	17385.63	208627.54
		Step G	105.3166	8425.33	18254.88	219058.53

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2284A	Electric Engineering Technician Supervisor-A	Step A	67.9176	5433.41	11772.38	141268.61
		Step B	71.3133	5705.06	12360.97	148331.66
		Step C	74.8790	5990.32	12979.03	155748.32
		Step D	78.6230	6289.84	13627.99	163535.84
		Step E	82.5539	6604.31	14309.34	171712.11
		Step F	86.6817	6934.54	15024.83	180297.94
		Step G	91.0159	7281.27	15776.09	189313.07
2338A	Electric Operations Manager-A	Step A	105.5684	8445.47	18298.52	219582.27
		Step B	110.8468	8867.74	19213.45	230561.34
		Step C	116.3890	9311.12	20174.09	242089.12
		Step D	122.2087	9776.70	21182.84	254194.10
		Step E	128.3192	10265.54	22241.99	266903.94
		Step F	134.7350	10778.80	23354.07	280248.80
		Step G	141.4716	11317.73	24521.74	294260.93

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2339A	Electric Operations Supervisor-A	Step A	95.9755	7678.04	16635.75	199629.04
		Step B	100.7745	8061.96	17467.58	209610.96
		Step C	105.8131	8465.05	18340.94	220091.25
		Step D	111.1036	8888.29	19257.96	231095.49
		Step E	116.6590	9332.72	20220.89	242650.72
		Step F	122.4919	9799.35	21231.93	254783.15
		Step G	128.6164	10289.31	22293.51	267522.11
2314A	Electric Resources Planner I-A	Step A	59.2985	4743.88	10278.41	123340.88
		Step B	62.2635	4981.08	10792.34	129508.08
		Step C	65.3767	5230.14	11331.96	135983.54
		Step D	68.6455	5491.64	11898.55	142782.64
		Step E	72.0778	5766.22	12493.49	149921.82
		Step F	75.6817	6054.54	13118.16	157417.94
		Step G	79.4659	6357.27	13774.09	165289.07

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2316A	Electric Resources Planner II-A	Step A	65.2283	5218.26	11306.24	135674.86
		Step B	68.4898	5479.18	11871.57	142458.78
		Step C	71.9142	5753.14	12465.13	149581.54
		Step D	75.5100	6040.80	13088.40	157060.80
		Step E	79.2855	6342.84	13742.82	164913.84
		Step F	83.2499	6659.99	14429.98	173159.79
		Step G	87.4125	6993.00	15151.50	181818.00
2216A	Electric Risk and Compliance Supervisor-A	Step A	71.4405	5715.24	12383.02	148596.24
		Step B	75.0124	6000.99	13002.15	156025.79
		Step C	78.7632	6301.06	13652.29	163827.46
		Step D	82.7012	6616.10	14334.87	172018.50
		Step E	86.8364	6946.91	15051.64	180619.71
		Step F	91.1782	7294.26	15804.22	189650.66
		Step G	95.7370	7658.96	16594.41	199132.96

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2352A	Electric Safety Coordinator-A	Step A	43.6422	3491.38	7564.65	90775.78
		Step B	45.8240	3665.92	7942.83	95313.92
		Step C	48.1152	3849.22	8339.97	100079.62
		Step D	50.5212	4041.70	8757.01	105084.10
		Step E	53.0470	4243.76	9194.81	110337.76
		Step F	55.6993	4455.94	9654.55	115854.54
		Step G	58.4847	4678.78	10137.35	121648.18
2319A	Electric Substation Supervisor-A	Step A	95.9755	7678.04	16635.75	199629.04
		Step B	100.7745	8061.96	17467.58	209610.96
		Step C	105.8131	8465.05	18340.94	220091.25
		Step D	111.1036	8888.29	19257.96	231095.49
		Step E	116.6590	9332.72	20220.89	242650.72
		Step F	122.4919	9799.35	21231.93	254783.15
		Step G	128.6164	10289.31	22293.51	267522.11

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9560A	Electric Technology Systems Administrator-A	Step A	76.3196	6105.57	13228.73	158744.77
		Step B	80.1356	6410.85	13890.17	166682.05
		Step C	84.1423	6731.38	14584.67	175015.98
		Step D	88.3493	7067.94	15313.88	183766.54
		Step E	92.7668	7421.34	16079.58	192954.94
		Step F	97.4053	7792.42	16883.59	202603.02
		Step G	102.2755	8182.04	17727.75	212733.04
1116A	Electric Utility Chief Operating Officer-A	Step A	129.3222	10345.78	22415.85	268990.18
		Step B	135.7884	10863.07	23536.66	282439.87
		Step C	142.5777	11406.22	24713.47	296561.62
		Step D	149.7067	11976.54	25949.16	311389.94
		Step E	157.1921	12575.37	27246.63	326959.57
		Step F	165.0516	13204.13	28608.94	343307.33
		Step G	173.3042	13864.34	30039.39	360472.74

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2320A	Electric Utility Director-A	Step A	146.9587	11756.70	25472.84	305674.10
		Step B	154.3067	12344.54	26746.49	320957.94
		Step C	162.0222	12961.78	28083.85	337006.18
		Step D	170.1233	13609.86	29488.04	353856.46
		Step E	178.6294	14290.35	30962.43	371549.15
		Step F	187.5609	15004.87	32510.56	390126.67
		Step G	196.9388	15755.10	34136.06	409632.70
2215A	Electric Utility Financial Administrator-A	Step A	71.4441	5715.53	12383.64	148603.73
		Step B	75.0161	6001.29	13002.79	156033.49
		Step C	78.7670	6301.36	13652.95	163835.36
		Step D	82.7052	6616.42	14335.57	172026.82
		Step E	86.8406	6947.25	15052.37	180628.45
		Step F	91.1826	7294.61	15804.98	189659.81
		Step G	95.7419	7659.35	16595.26	199143.15

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2378A	Electronic Maintenance Coordinator-A	Step A	49.1693	3933.54	8522.68	102272.14
		Step B	51.6279	4130.23	8948.84	107386.03
		Step C	54.2092	4336.74	9396.26	112755.14
		Step D	56.9197	4553.58	9866.08	118392.98
		Step E	59.7656	4781.25	10359.37	124312.45
		Step F	62.7539	5020.31	10877.34	130528.11
		Step G	65.8915	5271.32	11421.19	137054.32
2500A	Energy Services Account Representative I-A	Step A	51.1552	4092.42	8866.90	106402.82
		Step B	53.7131	4297.05	9310.27	111723.25
		Step C	56.3987	4511.90	9775.77	117309.30
		Step D	59.2185	4737.48	10264.54	123174.48
		Step E	62.1796	4974.37	10777.80	129333.57
		Step F	65.2886	5223.09	11316.69	135800.29
		Step G	68.5529	5484.23	11882.50	142590.03

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2501A	Energy Services Account Representative II-A	Step A	56.2710	4501.68	9753.64	117043.68
		Step B	59.0844	4726.75	10241.30	122895.55
		Step C	62.0386	4963.09	10753.36	129040.29
		Step D	65.1406	5211.25	11291.04	135492.45
		Step E	68.3977	5471.82	11855.60	142267.22
		Step F	71.8176	5745.41	12448.38	149380.61
		Step G	75.4085	6032.68	13070.81	156849.68
1277A	Engineering Manager-A	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	76.7597	6140.78	13305.01	159660.18
		Step C	80.5970	6447.76	13970.15	167641.76
		Step D	84.6274	6770.19	14668.75	176024.99
		Step E	88.8585	7108.68	15402.14	184825.68
		Step F	93.3012	7464.10	16172.21	194066.50
		Step G	97.9664	7837.31	16980.84	203770.11

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2540A	Environmental Coordinator-A	Step A	50.1887	4015.10	8699.37	104392.50
		Step B	52.6981	4215.85	9134.34	109612.05
		Step C	55.3332	4426.66	9591.09	115093.06
		Step D	58.0997	4647.98	10070.61	120847.38
		Step E	61.0048	4880.38	10574.17	126889.98
		Step F	64.0548	5124.38	11102.83	133233.98
		Step G	67.2577	5380.62	11658.00	139896.02
2546A	Environmental Utilities Business Analyst I-A	Step A	41.6564	3332.51	7220.44	86645.31
		Step B	43.7391	3499.13	7581.44	90977.33
		Step C	45.9262	3674.10	7960.54	95526.50
		Step D	48.2224	3857.79	8358.55	100302.59
		Step E	50.6337	4050.70	8776.51	105318.10
		Step F	53.1654	4253.23	9215.34	110584.03
		Step G	55.8236	4465.89	9676.09	116113.09

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2547A	Environmental Utilities Business Analyst II-A	Step A	45.8230	3665.84	7942.65	95311.84
		Step B	48.1142	3849.14	8339.79	100077.54
		Step C	50.5200	4041.60	8756.80	105081.60
		Step D	53.0457	4243.66	9194.59	110335.06
		Step E	55.6982	4455.86	9654.35	115852.26
		Step F	58.4833	4678.66	10137.11	121645.26
		Step G	61.4074	4912.59	10643.95	127727.39
1122A	Environmental Utilities Business Services Manager-A	Step A	66.5272	5322.18	11531.38	138376.58
		Step B	69.8536	5588.29	12107.96	145295.49
		Step C	73.3464	5867.71	12713.38	152560.51
		Step D	77.0135	6161.08	13349.01	160188.08
		Step E	80.8642	6469.14	14016.46	168197.54
		Step F	84.9075	6792.60	14717.30	176607.60
		Step G	89.1528	7132.22	15453.15	185437.82

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2541A	Environmental Utilities Compliance Administrator-A	Step A	58.1545	4652.36	10080.11	120961.36
		Step B	61.0621	4884.97	10584.10	127009.17
		Step C	64.1153	5129.22	11113.32	133359.82
		Step D	67.3210	5385.68	11668.97	140027.68
		Step E	70.6871	5654.97	12252.43	147029.17
		Step F	74.2214	5937.71	12865.04	154380.51
		Step G	77.9325	6234.60	13508.30	162099.60
1684A	Environmental Utilities Director-A	Step A	100.4649	8037.19	17413.92	208966.99
		Step B	105.4880	8439.04	18284.59	219415.04
		Step C	110.7626	8861.01	19198.85	230386.21
		Step D	116.3006	9304.05	20158.77	241905.25
		Step E	122.1156	9769.25	21166.70	254000.45
		Step F	128.2214	10257.71	22225.04	266700.51
		Step G	134.6324	10770.59	23336.28	280035.39

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1024A	Environmental Utilities Maintenance Superintendent-A	Step A	62.2390	4979.12	10788.09	129457.12
		Step B	65.3508	5228.06	11327.47	135929.66
		Step C	68.6183	5489.46	11893.84	142726.06
		Step D	72.0491	5763.93	12488.51	149862.13
		Step E	75.6517	6052.14	13112.96	157355.54
		Step F	79.4342	6354.74	13768.59	165223.14
		Step G	83.4059	6672.47	14457.02	173484.27
1147A	Environmental Utilities Operations Superintendent-A	Step A	62.2058	4976.46	10782.34	129388.06
		Step B	65.3161	5225.29	11321.46	135857.49
		Step C	68.5820	5486.56	11887.55	142650.56
		Step D	72.0110	5760.88	12481.91	149782.88
		Step E	75.6116	6048.93	13106.01	157272.13
		Step F	79.3921	6351.37	13761.30	165135.57
		Step G	83.3618	6668.94	14449.38	173392.54

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1173A	Environmental Utilities Policy and Compliance Manager-A	Step A	64.9501	5196.01	11258.02	135096.21
		Step B	68.1976	5455.81	11820.92	141851.01
		Step C	71.6075	5728.60	12411.97	148943.60
		Step D	75.1878	6015.02	13032.55	156390.62
		Step E	78.9472	6315.78	13684.18	164210.18
		Step F	82.8946	6631.57	14368.40	172420.77
		Step G	87.0393	6963.14	15086.81	181041.74
4321A	Facilities Supervisor-A	Step A	44.7161	3577.29	7750.79	93009.49
		Step B	46.9521	3756.17	8138.36	97660.37
		Step C	49.2995	3943.96	8545.25	102542.96
		Step D	51.7645	4141.16	8972.51	107670.16
		Step E	54.3527	4348.22	9421.13	113053.62
		Step F	57.0703	4565.62	9892.19	118706.22
		Step G	59.9239	4793.91	10386.81	124641.71

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1155A	Finance Director-A	Step A	90.1842	7214.74	15631.93	187583.14
		Step B	94.6935	7575.48	16413.54	196962.48
		Step C	99.4281	7954.25	17234.20	206810.45
		Step D	104.3996	8351.97	18095.93	217151.17
		Step E	109.6195	8769.56	19000.71	228008.56
		Step F	115.1006	9208.05	19950.77	239409.25
		Step G	120.8555	9668.44	20948.29	251379.44
2900A	Finance Manager-A	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	69.7904	5583.23	12097.00	145164.03
		Step C	73.2800	5862.40	12701.87	152422.40
		Step D	76.9439	6155.51	13336.94	160043.31
		Step E	80.7911	6463.29	14003.79	168045.49
		Step F	84.8307	6786.46	14703.99	176447.86
		Step G	89.0721	7125.77	15439.16	185269.97

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0905ZA	Fire Battalion Chief 8Hr-ZA	Step A	63.0910	5047.28	10935.77	131229.28
		Step B	66.2455	5299.64	11482.55	137790.64
		Step C	69.5577	5564.62	12056.67	144680.02
		Step D	73.0357	5842.86	12659.52	151914.26
		Step E	76.6875	6135.00	13292.50	159510.00
		Step F	80.5218	6441.74	13957.11	167485.34
		Step G	84.5476	6763.81	14654.92	175859.01
0905A	Fire Battalion Chief-A	Step A	49.5713	5551.99	12029.30	144351.63
		Step B	52.0499	5829.59	12630.78	151569.31
		Step C	54.6525	6121.08	13262.34	159148.08
		Step D	57.3851	6427.13	13925.45	167105.41
		Step E	60.2544	6748.49	14621.73	175460.81
		Step F	63.2672	7085.93	15352.84	184234.09
		Step G	66.4305	7440.22	16120.47	193445.62

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3330A	Fire Chief-A	Step A	97.3360	7786.88	16871.57	202458.88
		Step B	102.2029	8176.23	17715.17	212582.03
		Step C	107.3128	8585.02	18600.89	223210.62
		Step D	112.6786	9014.29	19530.96	234371.49
		Step E	118.3125	9465.00	20507.50	246090.00
		Step F	124.2278	9938.22	21532.82	258393.82
		Step G	130.4393	10435.14	22609.48	271313.74
3332A	Fire Division Chief-A	Step A	76.3426	6107.41	13232.72	158792.61
		Step B	80.1596	6412.77	13894.33	166731.97
		Step C	84.1679	6733.43	14589.10	175069.23
		Step D	88.3762	7070.10	15318.54	183822.50
		Step E	92.7950	7423.60	16084.47	193013.60
		Step F	97.4346	7794.77	16888.66	202663.97
		Step G	102.3064	8184.51	17733.11	212797.31

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3332ZA	Fire Divison Chief 24Hr-ZA	Step A	49.5732	5552.20	12029.76	144357.16
		Step B	52.0519	5829.81	12631.26	151575.13
		Step C	54.6542	6121.27	13262.75	159153.03
		Step D	57.3870	6427.34	13925.91	167110.94
		Step E	60.2564	6748.72	14622.22	175466.64
		Step F	63.2692	7086.15	15353.33	184239.91
		Step G	66.4326	7440.45	16120.98	193451.73
2565A	Fleet Services Supervisor-A	Step A	42.7576	3420.61	7411.32	88935.81
		Step B	44.8955	3591.64	7781.89	93382.64
		Step C	47.1403	3771.22	8170.99	98051.82
		Step D	49.4975	3959.80	8579.57	102954.80
		Step E	51.9723	4157.78	9008.53	108102.38
		Step F	54.5709	4365.67	9458.96	113507.47
		Step G	57.2994	4583.95	9931.90	119182.75

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3451A	Government Relations Administrator-A	Step A	60.2237	4817.90	10438.77	125265.30
		Step B	63.2347	5058.78	10960.68	131528.18
		Step C	66.3965	5311.72	11508.73	138104.72
		Step D	69.7164	5577.31	12084.18	145010.11
		Step E	73.2021	5856.17	12688.36	152260.37
		Step F	76.8621	6148.97	13322.76	159873.17
		Step G	80.7053	6456.42	13988.92	167867.02
1647A	Government Relations Representative I-A	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.6582	3332.66	7220.75	86649.06
		Step C	43.7410	3499.28	7581.77	90981.28
		Step D	45.9284	3674.27	7960.92	95531.07
		Step E	48.2248	3857.98	8358.97	100307.58
		Step F	50.6361	4050.89	8776.92	105323.09
		Step G	53.1677	4253.42	9215.73	110588.82

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1648A	Government Relations Representative II-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
3589A	Housing Manager-A	Step A	61.3459	4907.67	10633.29	127599.47
		Step B	64.4156	5153.25	11165.37	133984.45
		Step C	67.6366	5410.93	11723.68	140684.13
		Step D	71.0182	5681.46	12309.82	147717.86
		Step E	74.5689	5965.51	12925.28	155103.31
		Step F	78.2977	6263.82	13571.60	162859.22
		Step G	82.2123	6576.98	14250.13	171001.58

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3590A	Housing Supervisor-A	Step A	45.6281	3650.25	7908.87	94906.45
		Step B	47.9094	3832.75	8304.30	99651.55
		Step C	50.3048	4024.38	8719.50	104633.98
		Step D	52.8202	4225.62	9155.50	109866.02
		Step E	55.4609	4436.87	9613.22	115358.67
		Step F	58.2341	4658.73	10093.91	121126.93
		Step G	61.1458	4891.66	10598.61	127183.26
3594A	Human Resources Analyst I-A	Step A	41.3661	3309.29	7170.12	86041.49
		Step B	43.4345	3474.76	7528.65	90343.76
		Step C	45.6061	3648.49	7905.06	94860.69
		Step D	47.8866	3830.93	8300.34	99604.13
		Step E	50.2809	4022.47	8715.36	104584.27
		Step F	52.7948	4223.58	9151.10	109813.18
		Step G	55.4346	4434.77	9608.66	115303.97

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3596A	Human Resources Analyst II-A	Step A	45.5027	3640.22	7887.13	94645.62
		Step B	47.7778	3822.22	8281.49	99377.82
		Step C	50.1668	4013.34	8695.58	104346.94
		Step D	52.6751	4214.01	9130.35	109564.21
		Step E	55.3089	4424.71	9586.88	115042.51
		Step F	58.0742	4645.94	10066.19	120794.34
		Step G	60.9781	4878.25	10569.54	126834.45
3598A	Human Resources Director-A	Step A	90.1775	7214.20	15630.77	187569.20
		Step B	94.6865	7574.92	16412.33	196947.92
		Step C	99.4207	7953.66	17232.92	206795.06
		Step D	104.3917	8351.34	18094.56	217134.74
		Step E	109.6113	8768.90	18999.29	227991.50
		Step F	115.0920	9207.36	19949.28	239391.36
		Step G	120.8465	9667.72	20946.73	251360.72

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3599A	Human Resources Manager-A	Step A	61.0806	4886.45	10587.30	127047.65
		Step B	64.1346	5130.77	11116.66	133399.97
		Step C	67.3416	5387.33	11672.54	140070.53
		Step D	70.7086	5656.69	12256.16	147073.89
		Step E	74.2440	5939.52	12868.96	154427.52
		Step F	77.9563	6236.50	13512.43	162149.10
		Step G	81.8544	6548.35	14188.10	170257.15
1002A	Hydrogeologist-A	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.2286	5458.29	11826.29	141915.49
		Step C	71.6401	5731.21	12417.62	149011.41
		Step D	75.2221	6017.77	13038.50	156461.97
		Step E	78.9832	6318.66	13690.42	164285.06
		Step F	82.9324	6634.59	14374.95	172499.39
		Step G	87.0788	6966.30	15093.66	181123.90

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1178A	Industrial Waste Supervisor-A	Step A	52.8677	4229.42	9163.73	109964.82
		Step B	55.5111	4440.89	9621.92	115463.09
		Step C	58.2866	4662.93	10103.01	121236.13
		Step D	61.2009	4896.07	10608.16	127297.87
		Step E	64.2609	5140.87	11138.56	133662.67
		Step F	67.4740	5397.92	11695.49	140345.92
		Step G	70.8477	5667.82	12280.27	147363.22
3625A	Information Security Administrator-A	Step A	60.0558	4804.46	10409.67	124916.06
		Step B	63.0587	5044.70	10930.17	131162.10
		Step C	66.2114	5296.91	11476.64	137719.71
		Step D	69.5220	5561.76	12050.48	144605.76
		Step E	72.9982	5839.86	12653.02	151836.26
		Step F	76.6480	6131.84	13285.65	159427.84
		Step G	80.4806	6438.45	13949.97	167399.65

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9542A	Information Technology Client Services Supervisor-A	Step A	49.9531	3996.25	8658.54	103902.45
		Step B	52.4507	4196.06	9091.45	109097.46
		Step C	55.0734	4405.87	9546.06	114552.67
		Step D	57.8270	4626.16	10023.35	120280.16
		Step E	60.7184	4857.47	10524.52	126294.27
		Step F	63.7542	5100.34	11050.73	132608.74
		Step G	66.9420	5355.36	11603.28	139239.36
3602A	Information Technology Program Manager-A	Step A	60.0567	4804.54	10409.83	124917.94
		Step B	63.0593	5044.74	10930.28	131163.34
		Step C	66.2121	5296.97	11476.76	137721.17
		Step D	69.5228	5561.82	12050.62	144607.42
		Step E	72.9988	5839.90	12653.13	151837.50
		Step F	76.6488	6131.90	13285.79	159429.50
		Step G	80.4814	6438.51	13950.11	167401.31

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1167A	Information Technology Supervisor-A	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	54.8358	4386.86	9504.87	114058.46
		Step C	57.5776	4606.21	9980.12	119761.41
		Step D	60.4565	4836.52	10479.13	125749.52
		Step E	63.4793	5078.34	11003.08	132036.94
		Step F	66.6533	5332.26	11553.24	138638.86
		Step G	69.9859	5598.87	12130.89	145570.67
1140A	Intelligent Transportation Systems Maintenance Supervisor-A	Step A	62.2033	4976.26	10781.91	129382.86
		Step B	65.3136	5225.09	11321.02	135852.29
		Step C	68.5792	5486.34	11887.06	142644.74
		Step D	72.0082	5760.66	12481.42	149777.06
		Step E	75.6087	6048.70	13105.51	157266.10
		Step F	79.3891	6351.13	13760.78	165129.33
		Step G	83.3586	6668.69	14448.82	173385.89

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1190A	Internal Control Accountant-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
3810A	Key Accounts Representative-A	Step A	61.9010	4952.08	10729.51	128754.08
		Step B	64.9962	5199.70	11266.01	135192.10
		Step C	68.2459	5459.67	11829.29	141951.47
		Step D	71.6583	5732.66	12420.77	149049.26
		Step E	75.2412	6019.30	13041.81	156501.70
		Step F	79.0033	6320.26	13693.91	164326.86
		Step G	82.9534	6636.27	14378.59	172543.07

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9544A	Library Supervisor-A	Step A	39.8196	3185.57	6902.06	82824.77
		Step B	41.8103	3344.82	7247.12	86965.42
		Step C	43.9010	3512.08	7609.51	91314.08
		Step D	46.0959	3687.67	7989.96	95879.47
		Step E	48.4008	3872.06	8389.47	100673.66
		Step F	50.8207	4065.66	8808.92	105707.06
		Step G	53.3618	4268.94	9249.38	110992.54
4449A	Management Analyst - City Manager Office-A	Step A	45.8243	3665.94	7942.88	95314.54
		Step B	48.1153	3849.22	8339.99	100079.82
		Step C	50.5214	4041.71	8757.04	105084.51
		Step D	53.0471	4243.77	9194.83	110337.97
		Step E	55.6997	4455.98	9654.61	115855.38
		Step F	58.4847	4678.78	10137.35	121648.18
		Step G	61.4087	4912.70	10644.17	127730.10

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0045A	Management Analyst I-A	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.6582	3332.66	7220.75	86649.06
		Step C	43.7410	3499.28	7581.77	90981.28
		Step D	45.9284	3674.27	7960.92	95531.07
		Step E	48.2248	3857.98	8358.97	100307.58
		Step F	50.6361	4050.89	8776.92	105323.09
		Step G	53.1677	4253.42	9215.73	110588.82
0050A	Management Analyst II-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1175A	Operational Technology and Security Administrator-A	Step A	62.2036	4976.29	10781.96	129383.49
		Step B	65.3138	5225.10	11321.06	135852.70
		Step C	68.5795	5486.36	11887.11	142645.36
		Step D	72.0085	5760.68	12481.47	149777.68
		Step E	75.6089	6048.71	13105.54	157266.51
		Step F	79.3893	6351.14	13760.81	165129.74
		Step G	83.3588	6668.70	14448.86	173386.30
1156A	Organizational Performance Program Administrator-A	Step A	52.3705	4189.64	9077.55	108930.64
		Step B	54.9890	4399.12	9531.43	114377.12
		Step C	57.7384	4619.07	10007.99	120095.87
		Step D	60.6254	4850.03	10508.40	126100.83
		Step E	63.6567	5092.54	11033.83	132405.94
		Step F	66.8396	5347.17	11585.53	139026.37
		Step G	70.1815	5614.52	12164.79	145977.52

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5020A	Park Development Project Manager I-A	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.6582	3332.66	7220.75	86649.06
		Step C	43.7410	3499.28	7581.77	90981.28
		Step D	45.9284	3674.27	7960.92	95531.07
		Step E	48.2248	3857.98	8358.97	100307.58
		Step F	50.6361	4050.89	8776.92	105323.09
		Step G	53.1677	4253.42	9215.73	110588.82
5022A	Park Development Project Manager II-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18

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1106A	Park Planning and Development Manager-A	Step A	55.2089	4416.71	9569.54	114834.51
		Step B	57.9700	4637.60	10048.13	120577.60
		Step C	60.8686	4869.49	10550.56	126606.69
		Step D	63.9120	5112.96	11078.08	132936.96
		Step E	67.1075	5368.60	11631.97	139583.60
		Step F	70.4629	5637.03	12213.57	146562.83
		Step G	73.9861	5918.89	12824.26	153891.09
5082A	Parks Recreation and Libraries Director-A	Step A	90.1823	7214.58	15631.60	187579.18
		Step B	94.6915	7575.32	16413.19	196958.32
		Step C	99.4258	7954.06	17233.81	206805.66
		Step D	104.3970	8351.76	18095.48	217145.76
		Step E	109.6170	8769.36	19000.28	228003.36
		Step F	115.0978	9207.82	19950.29	239403.42
		Step G	120.8529	9668.23	20947.84	251374.03

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9547A	Parks Recreation and Libraries Manager-A	Step A	57.1509	4572.07	9906.16	118873.87
		Step B	60.0084	4800.67	10401.46	124817.47
		Step C	63.0087	5040.70	10921.51	131058.10
		Step D	66.1595	5292.76	11467.65	137611.76
		Step E	69.4671	5557.37	12040.96	144491.57
		Step F	72.9408	5835.26	12643.07	151716.86
		Step G	76.5878	6127.02	13275.22	159302.62
9546A	Parks and Open Space Superintendent-A	Step A	48.0084	3840.67	8321.46	99857.47
		Step B	50.4089	4032.71	8737.54	104850.51
		Step C	52.9292	4234.34	9174.39	110092.74
		Step D	55.5756	4446.05	9633.10	115597.25
		Step E	58.3549	4668.39	10114.85	121378.19
		Step F	61.2723	4901.78	10620.53	127446.38
		Step G	64.3357	5146.86	11151.52	133818.26

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5069A	Parks and Open Space Supervisor-A	Step A	40.4637	3237.10	7013.71	84164.50
		Step B	42.4867	3398.94	7364.36	88372.34
		Step C	44.6112	3568.90	7732.61	92791.30
		Step D	46.8416	3747.33	8119.21	97430.53
		Step E	49.1838	3934.70	8525.19	102302.30
		Step F	51.6428	4131.42	8951.42	107417.02
		Step G	54.2250	4338.00	9399.00	112788.00
1124A	Payroll Analyst I-A	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.6582	3332.66	7220.75	86649.06
		Step C	43.7410	3499.28	7581.77	90981.28
		Step D	45.9284	3674.27	7960.92	95531.07
		Step E	48.2248	3857.98	8358.97	100307.58
		Step F	50.6361	4050.89	8776.92	105323.09
		Step G	53.1677	4253.42	9215.73	110588.82

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1125A	Payroll Analyst II-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
9428A	Payroll Supervisor-A	Step A	52.5526	4204.21	9109.12	109309.41
		Step B	55.1801	4414.41	9564.55	114774.61
		Step C	57.9391	4635.13	10042.78	120513.33
		Step D	60.8360	4866.88	10544.91	126538.88
		Step E	63.8778	5110.22	11072.15	132865.82
		Step F	67.0717	5365.74	11625.76	139509.14
		Step G	70.4254	5634.03	12207.07	146484.83

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1501A	Permits Supervisor-A	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	45.8243	3665.94	7942.88	95314.54
		Step C	48.1153	3849.22	8339.99	100079.82
		Step D	50.5214	4041.71	8757.04	105084.51
		Step E	53.0471	4243.77	9194.83	110337.97
		Step F	55.6997	4455.98	9654.61	115855.38
		Step G	58.4847	4678.78	10137.35	121648.18
5309A	Planning Manager-A	Step A	70.0968	5607.74	12150.11	145801.34
		Step B	73.6016	5888.13	12757.61	153091.33
		Step C	77.2818	6182.54	13395.51	160746.14
		Step D	81.1460	6491.68	14065.31	168783.68
		Step E	85.2034	6816.27	14768.59	177223.07
		Step F	89.4636	7157.09	15507.02	186084.29
		Step G	93.9365	7514.92	16282.33	195387.92

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5400A	Police Captain-A	Step A	84.9904	6799.23	14731.67	176780.03
		Step B	89.2397	7139.18	15468.21	185618.58
		Step C	93.7017	7496.14	16241.63	194899.54
		Step D	98.3871	7870.97	17053.76	204645.17
		Step E	103.3064	8264.51	17906.44	214877.31
		Step F	108.4716	8677.73	18801.74	225620.93
		Step G	113.8952	9111.62	19741.83	236902.02
5410A	Police Chief-A	Step A	105.8778	8470.22	18352.15	220225.82
		Step B	111.1718	8893.74	19269.78	231237.34
		Step C	116.7302	9338.42	20233.23	242798.82
		Step D	122.5669	9805.35	21244.93	254939.15
		Step E	128.6951	10295.61	22307.15	267685.81
		Step F	135.1301	10810.41	23422.55	281070.61
		Step G	141.8865	11350.92	24593.66	295123.92

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5420A	Police Lieutenant-A	Step A	70.8290	5666.32	12277.03	147324.32
		Step B	74.3707	5949.66	12890.92	154691.06
		Step C	78.0891	6247.13	13535.44	162425.33
		Step D	81.9935	6559.48	14212.21	170546.48
		Step E	86.0933	6887.46	14922.84	179074.06
		Step F	90.3979	7231.83	15668.97	188027.63
		Step G	94.9179	7593.43	16452.44	197429.23
5489A	Police Services Administrator-A	Step A	58.4790	4678.32	10136.36	121636.32
		Step B	61.4030	4912.24	10643.19	127718.24
		Step C	64.4731	5157.85	11175.34	134104.05
		Step D	67.6969	5415.75	11734.13	140809.55
		Step E	71.0817	5686.54	12320.83	147849.94
		Step F	74.6357	5970.86	12936.85	155242.26
		Step G	78.3675	6269.40	13583.70	163004.40

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1138A	Police Social Services Practitioner I-A	Step A	39.8664	3189.31	6910.18	82922.11
		Step B	41.8597	3348.78	7255.68	87068.18
		Step C	43.9527	3516.22	7618.47	91421.62
		Step D	46.1503	3692.02	7999.39	95992.62
		Step E	48.4579	3876.63	8399.37	100792.43
		Step F	50.8807	4070.46	8819.32	105831.86
		Step G	53.4248	4273.98	9260.30	111123.58
1139A	Police Social Services Practitioner II-A	Step A	43.8530	3508.24	7601.19	91214.24
		Step B	46.0457	3683.66	7981.25	95775.06
		Step C	48.3480	3867.84	8380.32	100563.84
		Step D	50.7653	4061.22	8799.32	105591.82
		Step E	53.3036	4264.29	9239.29	110871.49
		Step F	55.9688	4477.50	9701.26	116415.10
		Step G	58.7672	4701.38	10186.31	122235.78

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1126A	Police Social Services Supervisor-A	Step A	50.4309	4034.47	8741.36	104896.27
		Step B	52.9525	4236.20	9178.43	110141.20
		Step C	55.6002	4448.02	9637.37	115648.42
		Step D	58.3802	4670.42	10119.23	121430.82
		Step E	61.2992	4903.94	10625.19	127502.34
		Step F	64.3641	5149.13	11156.44	133877.33
		Step G	67.5824	5406.59	11714.28	140571.39
5505A	Power Engineering Manager-A	Step A	92.1968	7375.74	15980.78	191769.34
		Step B	96.8067	7744.54	16779.83	201357.94
		Step C	101.6470	8131.76	17618.81	211425.76
		Step D	106.7293	8538.34	18499.75	221996.94
		Step E	112.0658	8965.26	19424.74	233096.86
		Step F	117.6690	9413.52	20395.96	244751.52
		Step G	123.5525	9884.20	21415.77	256989.20

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5600A	Power Generation Superintendent-A	Step A	94.2884	7543.07	16343.32	196119.87
		Step B	99.0028	7920.22	17160.49	205925.82
		Step C	103.9528	8316.22	18018.49	216221.82
		Step D	109.1506	8732.05	18919.44	227033.25
		Step E	114.6082	9168.66	19865.42	238385.06
		Step F	120.3386	9627.09	20858.69	250304.29
		Step G	126.3554	10108.43	21901.60	262819.23
5530A	Power Plant Operations and Maintenance Supervisor-A	Step A	85.7096	6856.77	14856.33	178275.97
		Step B	89.9952	7199.62	15599.17	187190.02
		Step C	94.4949	7559.59	16379.12	196549.39
		Step D	99.2196	7937.57	17198.06	206376.77
		Step E	104.1807	8334.46	18057.99	216695.86
		Step F	109.3897	8751.18	18960.88	227530.58
		Step G	114.8592	9188.74	19908.93	238907.14

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5535A	Power Supply and Portfolio Administrator-A	Step A	92.2015	7376.12	15981.59	191779.12
		Step B	96.8116	7744.93	16780.68	201368.13
		Step C	101.6521	8132.17	17619.70	211436.37
		Step D	106.7346	8538.77	18500.66	222007.97
		Step E	112.0715	8965.72	19425.73	233108.72
		Step F	117.6750	9414.00	20397.00	244764.00
		Step G	123.5587	9884.70	21416.84	257002.10
5519A	Preventative Maintenance Supervisor-A	Step A	56.5808	4526.46	9807.34	117688.06
		Step B	59.4098	4752.78	10297.70	123572.38
		Step C	62.3803	4990.42	10812.59	129751.02
		Step D	65.4993	5239.94	11353.21	136238.54
		Step E	68.7743	5501.94	11920.88	143050.54
		Step F	72.2130	5777.04	12516.92	150203.04
		Step G	75.8236	6065.89	13142.76	157713.09

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5514A	Principal Engineer-A	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.2286	5458.29	11826.29	141915.49
		Step C	71.6401	5731.21	12417.62	149011.41
		Step D	75.2221	6017.77	13038.50	156461.97
		Step E	78.9832	6318.66	13690.42	164285.06
		Step F	82.9324	6634.59	14374.95	172499.39
		Step G	87.0788	6966.30	15093.66	181123.90
5513A	Principal Planner-A	Step A	58.4155	4673.24	10125.35	121504.24
		Step B	61.3363	4906.90	10631.63	127579.50
		Step C	64.4031	5152.25	11163.20	133958.45
		Step D	67.6232	5409.86	11721.35	140656.26
		Step E	71.0044	5680.35	12307.43	147689.15
		Step F	74.5546	5964.37	12922.80	155073.57
		Step G	78.2824	6262.59	13568.95	162827.39

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1114A	Principal Power Engineer-A	Step A	88.1928	7055.42	15286.75	183441.02
		Step B	92.6025	7408.20	16051.10	192613.20
		Step C	97.2326	7778.61	16853.65	202243.81
		Step D	102.0943	8167.54	17696.35	212356.14
		Step E	107.1990	8575.92	18581.16	222973.92
		Step F	112.5590	9004.72	19510.23	234122.72
		Step G	118.1869	9454.95	20485.73	245828.75
1115A	Principal Power Plant Engineer-A	Step A	88.1928	7055.42	15286.75	183441.02
		Step B	92.6025	7408.20	16051.10	192613.20
		Step C	97.2326	7778.61	16853.65	202243.81
		Step D	102.0943	8167.54	17696.35	212356.14
		Step E	107.1990	8575.92	18581.16	222973.92
		Step F	112.5590	9004.72	19510.23	234122.72
		Step G	118.1869	9454.95	20485.73	245828.75

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1004A	Process Engineer-A	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.2286	5458.29	11826.29	141915.49
		Step C	71.6401	5731.21	12417.62	149011.41
		Step D	75.2221	6017.77	13038.50	156461.97
		Step E	78.9832	6318.66	13690.42	164285.06
		Step F	82.9324	6634.59	14374.95	172499.39
		Step G	87.0788	6966.30	15093.66	181123.90
1069A	Project Supervisor-A	Step A	56.5042	4520.34	9794.06	117528.74
		Step B	59.3296	4746.37	10283.80	123405.57
		Step C	62.2960	4983.68	10797.97	129575.68
		Step D	65.4106	5232.85	11337.84	136054.05
		Step E	68.6813	5494.50	11904.76	142857.10
		Step F	72.1154	5769.23	12500.00	150000.03
		Step G	75.7212	6057.70	13125.01	157500.10

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5610A	Public Affairs and Communications Director-A	Step A	74.5290	5962.32	12918.36	155020.32
		Step B	78.2555	6260.44	13564.29	162771.44
		Step C	82.1682	6573.46	14242.49	170909.86
		Step D	86.2767	6902.14	14954.63	179455.54
		Step E	90.5905	7247.24	15702.35	188428.24
		Step F	95.1200	7609.60	16487.47	197849.60
		Step G	99.8760	7990.08	17311.84	207742.08

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1108A	Public Affairs and Communications Manager-A	Step A	59.5162	4761.30	10316.14	123793.70
		Step B	62.4920	4999.36	10831.95	129983.36
		Step C	65.6165	5249.32	11373.53	136482.32
		Step D	68.8974	5511.79	11942.22	143306.59
		Step E	72.3422	5787.38	12539.31	150471.78
		Step F	75.9594	6076.75	13166.30	157995.55
		Step G	79.7575	6380.60	13824.63	165895.60
5635A	Public Works Director-A	Step A	90.1837	7214.70	15631.84	187582.10
		Step B	94.6930	7575.44	16413.45	196961.44
		Step C	99.4277	7954.22	17234.13	206809.62
		Step D	104.3992	8351.94	18095.86	217150.34
		Step E	109.6191	8769.53	19000.64	228007.73
		Step F	115.0999	9207.99	19950.65	239407.79
		Step G	120.8549	9668.39	20948.18	251378.19

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1087A	Public Works Manager-A	Step A	62.1546	4972.37	10773.46	129281.57
		Step B	65.2626	5221.01	11312.18	135746.21
		Step C	68.5256	5482.05	11877.77	142533.25
		Step D	71.9517	5756.14	12471.63	149659.54
		Step E	75.5494	6043.95	13095.23	157142.75
		Step F	79.3269	6346.15	13750.00	164999.95
		Step G	83.2934	6663.47	14437.52	173250.27
1129A	Purchasing Supervisor-A	Step A	44.0706	3525.65	7638.90	91666.85
		Step B	46.2741	3701.93	8020.84	96250.13
		Step C	48.5878	3887.02	8421.89	101062.62
		Step D	51.0172	4081.38	8842.98	106115.78
		Step E	53.5681	4285.45	9285.14	111421.65
		Step F	56.2465	4499.72	9749.39	116992.72
		Step G	59.0588	4724.70	10236.86	122842.30

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5652A	Purchasing and Warehouse Manager-A	Step A	56.6258	4530.06	9815.14	117781.66
		Step B	59.4571	4756.57	10305.90	123670.77
		Step C	62.4299	4994.39	10821.18	129854.19
		Step D	65.5515	5244.12	11362.26	136347.12
		Step E	68.8291	5506.33	11930.38	143164.53
		Step F	72.2706	5781.65	12526.90	150322.85
		Step G	75.8840	6070.72	13153.23	157838.72
1143A	Recreation Superintendent-A	Step A	48.0084	3840.67	8321.46	99857.47
		Step B	50.4089	4032.71	8737.54	104850.51
		Step C	52.9292	4234.34	9174.39	110092.74
		Step D	55.5756	4446.05	9633.10	115597.25
		Step E	58.3549	4668.39	10114.85	121378.19
		Step F	61.2723	4901.78	10620.53	127446.38
		Step G	64.3357	5146.86	11151.52	133818.26

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1144A	Recreation Supervisor-A	Step A	39.8196	3185.57	6902.06	82824.77
		Step B	41.8103	3344.82	7247.12	86965.42
		Step C	43.9010	3512.08	7609.51	91314.08
		Step D	46.0959	3687.67	7989.96	95879.47
		Step E	48.4008	3872.06	8389.47	100673.66
		Step F	50.8207	4065.66	8808.92	105707.06
		Step G	53.3618	4268.94	9249.38	110992.54
6231A	Refuse Superintendent-A	Step A	55.2014	4416.11	9568.24	114818.91
		Step B	57.9615	4636.92	10046.66	120559.92
		Step C	60.8596	4868.77	10549.00	126587.97
		Step D	63.9028	5112.22	11076.49	132917.82
		Step E	67.0977	5367.82	11630.27	139563.22
		Step F	70.4527	5636.22	12211.80	146541.62
		Step G	73.9751	5918.01	12822.35	153868.21

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6235A	Refuse Supervisor-A	Step A	46.0012	3680.10	7973.54	95682.50
		Step B	48.3013	3864.10	8372.23	100466.70
		Step C	50.7165	4057.32	8790.86	105490.32
		Step D	53.2514	4260.11	9230.24	110762.91
		Step E	55.9137	4473.10	9691.71	116300.50
		Step F	58.7094	4696.75	10176.30	122115.55
		Step G	61.6450	4931.60	10685.13	128221.60
6244A	Refuse and Stormwater Manager-A	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	76.7597	6140.78	13305.01	159660.18
		Step C	80.5970	6447.76	13970.15	167641.76
		Step D	84.6274	6770.19	14668.75	176024.99
		Step E	88.8585	7108.68	15402.14	184825.68
		Step F	93.3012	7464.10	16172.21	194066.50
		Step G	97.9664	7837.31	16980.84	203770.11

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6450A	Risk Manager-A	Step A	67.1889	5375.11	11646.08	139752.91
		Step B	70.5484	5643.87	12228.39	146740.67
		Step C	74.0760	5926.08	12839.84	154078.08
		Step D	77.7796	6222.37	13481.80	161781.57
		Step E	81.6686	6533.49	14155.89	169870.69
		Step F	85.7522	6860.18	14863.71	178364.58
		Step G	90.0395	7203.16	15606.85	187282.16
6500A	Safety Coordinator-A	Step A	43.6422	3491.38	7564.65	90775.78
		Step B	45.8240	3665.92	7942.83	95313.92
		Step C	48.1152	3849.22	8339.97	100079.62
		Step D	50.5212	4041.70	8757.01	105084.10
		Step E	53.0470	4243.76	9194.81	110337.76
		Step F	55.6993	4455.94	9654.55	115854.54
		Step G	58.4847	4678.78	10137.35	121648.18

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7130A	Senior Business Systems Analyst-A	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	49.9548	3996.38	8658.83	103905.98
		Step C	52.4524	4196.19	9091.75	109100.99
		Step D	55.0751	4406.01	9546.35	114556.21
		Step E	57.8289	4626.31	10023.68	120284.11
		Step F	60.7202	4857.62	10524.83	126298.02
		Step G	63.7563	5100.50	11051.09	132613.10
7145A	Senior Database Analyst-A	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	49.9548	3996.38	8658.83	103905.98
		Step C	52.4524	4196.19	9091.75	109100.99
		Step D	55.0751	4406.01	9546.35	114556.21
		Step E	57.8289	4626.31	10023.68	120284.11
		Step F	60.7202	4857.62	10524.83	126298.02
		Step G	63.7563	5100.50	11051.09	132613.10

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7123A	Senior Deputy City Attorney-A	Step A	86.2040	6896.32	14942.03	179304.32
		Step B	90.5142	7241.14	15689.13	188269.54
		Step C	95.0400	7603.20	16473.60	197683.20
		Step D	99.7920	7983.36	17297.28	207567.36
		Step E	104.7817	8382.54	18162.16	217945.94
		Step F	110.0204	8801.63	19070.20	228842.43
		Step G	115.5216	9241.73	20023.74	240284.93
1097A	Senior Development Services Business Analyst-A	Step A	47.5751	3806.01	8246.35	98956.21
		Step B	49.9540	3996.32	8658.69	103904.32
		Step C	52.4516	4196.13	9091.61	109099.33
		Step D	55.0742	4405.94	9546.19	114554.34
		Step E	57.8280	4626.24	10023.52	120282.24
		Step F	60.7193	4857.54	10524.68	126296.14
		Step G	63.7553	5100.42	11050.92	132611.02

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7128A	Senior Electric Business Analyst-A	Step A	62.1255	4970.04	10768.42	129221.04
		Step B	65.2318	5218.54	11306.85	135682.14
		Step C	68.4935	5479.48	11872.21	142466.48
		Step D	71.9180	5753.44	12465.79	149589.44
		Step E	75.5139	6041.11	13089.08	157068.91
		Step F	79.2897	6343.18	13743.55	164922.58
		Step G	83.2543	6660.34	14430.75	173168.94
1023A	Senior Electric Technology Systems Analyst-A	Step A	66.3651	5309.21	11503.28	138039.41
		Step B	69.6831	5574.65	12078.40	144940.85
		Step C	73.1675	5853.40	12682.37	152188.40
		Step D	76.8258	6146.06	13316.47	159797.66
		Step E	80.6670	6453.36	13982.28	167787.36
		Step F	84.7004	6776.03	14681.40	176176.83
		Step G	88.9354	7114.83	15415.47	184985.63

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7163A	Senior Energy Services Account Representative-A	Step A	61.9010	4952.08	10729.51	128754.08
		Step B	64.9962	5199.70	11266.01	135192.10
		Step C	68.2459	5459.67	11829.29	141951.47
		Step D	71.6583	5732.66	12420.77	149049.26
		Step E	75.2412	6019.30	13041.81	156501.70
		Step F	79.0033	6320.26	13693.91	164326.86
		Step G	82.9534	6636.27	14378.59	172543.07
7142A	Senior Engineer-A	Step A	57.7606	4620.85	10011.84	120142.05
		Step B	60.6489	4851.91	10512.48	126149.71
		Step C	63.6810	5094.48	11038.04	132456.48
		Step D	66.8654	5349.23	11590.00	139080.03
		Step E	70.2082	5616.66	12169.42	146033.06
		Step F	73.7189	5897.51	12777.94	153335.31
		Step G	77.4048	6192.38	13416.83	161001.98

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1065A	Senior Environmental Utilities Business Analyst-A	Step A	50.4085	4032.68	8737.47	104849.68
		Step B	52.9286	4234.29	9174.29	110091.49
		Step C	55.5752	4446.02	9633.03	115596.42
		Step D	58.3540	4668.32	10114.69	121376.32
		Step E	61.2719	4901.75	10620.46	127445.55
		Step F	64.3353	5146.82	11151.45	133817.42
		Step G	67.5521	5404.17	11709.03	140508.37
7161A	Senior GIS Analyst-A	Step A	47.3692	3789.54	8210.66	98527.94
		Step B	49.7375	3979.00	8621.17	103454.00
		Step C	52.2244	4177.95	9052.23	108626.75
		Step D	54.8358	4386.86	9504.87	114058.46
		Step E	57.5777	4606.22	9980.13	119761.62
		Step F	60.4565	4836.52	10479.13	125749.52
		Step G	63.4793	5078.34	11003.08	132036.94

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7150A	Senior Human Resources Analyst-A	Step A	50.0515	4004.12	8675.59	104107.12
		Step B	52.5538	4204.30	9109.33	109311.90
		Step C	55.1816	4414.53	9564.81	114777.73
		Step D	57.9405	4635.24	10043.02	120516.24
		Step E	60.8377	4867.02	10545.20	126542.42
		Step F	63.8795	5110.36	11072.45	132869.36
		Step G	67.0734	5365.87	11626.06	139512.67
7194A	Senior Information Technology Analyst-A	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	49.9548	3996.38	8658.83	103905.98
		Step C	52.4524	4196.19	9091.75	109100.99
		Step D	55.0751	4406.01	9546.35	114556.21
		Step E	57.8289	4626.31	10023.68	120284.11
		Step F	60.7202	4857.62	10524.83	126298.02
		Step G	63.7563	5100.50	11051.09	132613.10

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1119A	Senior Park Development Project Manager-A	Step A	48.0062	3840.50	8321.07	99852.90
		Step B	50.4067	4032.54	8737.16	104845.94
		Step C	52.9270	4234.16	9174.01	110088.16
		Step D	55.5734	4445.87	9632.72	115592.67
		Step E	58.3520	4668.16	10114.35	121372.16
		Step F	61.2696	4901.57	10620.06	127440.77
		Step G	64.3330	5146.64	11151.05	133812.64
7180A	Senior Planner-A	Step A	50.7972	4063.78	8804.85	105658.18
		Step B	53.3371	4266.97	9245.10	110941.17
		Step C	56.0039	4480.31	9707.34	116488.11
		Step D	58.8041	4704.33	10192.71	122312.53
		Step E	61.7446	4939.57	10702.40	128428.77
		Step F	64.8319	5186.55	11237.53	134850.35
		Step G	68.0732	5445.86	11799.35	141592.26

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7151A	Senior Power Engineer-A	Step A	80.1755	6414.04	13897.09	166765.04
		Step B	84.1841	6734.73	14591.91	175102.93
		Step C	88.3933	7071.46	15321.51	183858.06
		Step D	92.8131	7425.05	16087.60	193051.25
		Step E	97.4535	7796.28	16891.94	202703.28
		Step F	102.3262	8186.10	17736.54	212838.50
		Step G	107.4426	8595.41	18623.38	223480.61
5555A	Senior Power Plant Engineer-A	Step A	80.1755	6414.04	13897.09	166765.04
		Step B	84.1841	6734.73	14591.91	175102.93
		Step C	88.3933	7071.46	15321.51	183858.06
		Step D	92.8131	7425.05	16087.60	193051.25
		Step E	97.4535	7796.28	16891.94	202703.28
		Step F	102.3262	8186.10	17736.54	212838.50
		Step G	107.4426	8595.41	18623.38	223480.61

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1029A	Senior Utility Billing Analyst-A	Step A	48.4793	3878.34	8403.08	100836.94
		Step B	50.9034	4072.27	8823.26	105879.07
		Step C	53.4486	4275.89	9264.42	111173.09
		Step D	56.1208	4489.66	9727.61	116731.26
		Step E	58.9270	4714.16	10214.01	122568.16
		Step F	61.8733	4949.86	10724.71	128696.46
		Step G	64.9669	5197.35	11260.93	135131.15
1073A	Street Maintenance Manager-A	Step A	62.1654	4973.23	10775.34	129304.03
		Step B	65.2736	5221.89	11314.09	135769.09
		Step C	68.5375	5483.00	11879.83	142558.00
		Step D	71.9643	5757.14	12473.81	149685.74
		Step E	75.5623	6044.98	13097.47	157169.58
		Step F	79.3405	6347.24	13752.35	165028.24
		Step G	83.3077	6664.62	14440.00	173280.02

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7522A	Street Maintenance Supervisor-A	Step A	42.9656	3437.25	7447.37	89368.45
		Step B	45.1140	3609.12	7819.76	93837.12
		Step C	47.3696	3789.57	8210.73	98528.77
		Step D	49.7382	3979.06	8621.29	103455.46
		Step E	52.2250	4178.00	9052.33	108628.00
		Step F	54.8364	4386.91	9504.98	114059.71
		Step G	57.5781	4606.25	9980.20	119762.45
1110A	Transit Operations Supervisor-A	Step A	48.0063	3840.50	8321.09	99853.10
		Step B	50.4066	4032.53	8737.14	104845.73
		Step C	52.9269	4234.15	9174.00	110087.95
		Step D	55.5735	4445.88	9632.74	115592.88
		Step E	58.3521	4668.17	10114.36	121372.37
		Step F	61.2697	4901.58	10620.08	127440.98
		Step G	64.3329	5146.63	11151.04	133812.43

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
8762A	Urban Forester-A	Step A	44.5111	3560.89	7715.26	92583.09
		Step B	46.7364	3738.91	8100.98	97211.71
		Step C	49.0734	3925.87	8506.06	102072.67
		Step D	51.5270	4122.16	8931.35	107176.16
		Step E	54.1034	4328.27	9377.92	112535.07
		Step F	56.8084	4544.67	9846.79	118161.47
		Step G	59.6488	4771.90	10339.13	124069.50
1041A	Utility Billing and Field Services Supervisor-A	Step A	52.6724	4213.79	9129.88	109558.59
		Step B	55.3060	4424.48	9586.37	115036.48
		Step C	58.0712	4645.70	10065.67	120788.10
		Step D	60.9748	4877.98	10568.97	126827.58
		Step E	64.0237	5121.90	11097.44	133169.30
		Step F	67.2247	5377.98	11652.28	139827.38

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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1154A	Utility Business Systems Administrator-A	Step A	62.1255	4970.04	10768.42	129221.04
		Step B	65.2319	5218.55	11306.86	135682.35
		Step C	68.4935	5479.48	11872.21	142466.48
		Step D	71.9182	5753.46	12465.82	149589.86
		Step E	75.5141	6041.13	13089.11	157069.33
		Step F	79.2898	6343.18	13743.57	164922.78
		Step G	83.2543	6660.34	14430.75	173168.94
1042A	Utility Customer Service Supervisor-A	Step A	35.9547	2876.38	6232.15	74785.78
		Step B	37.7521	3020.17	6543.70	78524.37
		Step C	39.6399	3171.19	6870.92	82450.99
		Step D	41.6218	3329.74	7214.45	86573.34
		Step E	43.7029	3496.23	7575.17	90902.03
		Step F	45.8881	3671.05	7953.94	95447.25
		Step G	48.1825	3854.60	8351.63	100219.60

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1102A	Utility Exploration Center Supervisor-A	Step A	42.4649	3397.19	7360.58	88326.99
		Step B	44.5879	3567.03	7728.57	92742.83
		Step C	46.8175	3745.40	8115.03	97380.40
		Step D	49.1584	3932.67	8520.79	102249.47
		Step E	51.6162	4129.30	8946.81	107361.70
		Step F	54.1970	4335.76	9394.15	112729.76
		Step G	56.9069	4552.55	9863.86	118366.35
1646A	Utility Government Relations Administrator-A	Step A	52.3689	4189.51	9077.28	108927.31
		Step B	54.9875	4399.00	9531.17	114374.00
		Step C	57.7366	4618.93	10007.68	120092.13
		Step D	60.6235	4849.88	10508.07	126096.88
		Step E	63.6546	5092.37	11033.46	132401.57
		Step F	66.8374	5346.99	11585.15	139021.79
		Step G	70.1793	5614.34	12164.41	145972.94

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
8980A	Wastewater Collection Superintendent-A	Step A	55.2014	4416.11	9568.24	114818.91
		Step B	57.9615	4636.92	10046.66	120559.92
		Step C	60.8596	4868.77	10549.00	126587.97
		Step D	63.9028	5112.22	11076.49	132917.82
		Step E	67.0977	5367.82	11630.27	139563.22
		Step F	70.4527	5636.22	12211.80	146541.62
		Step G	73.9751	5918.01	12822.35	153868.21
8978A	Wastewater Collection Supervisor-A	Step A	45.9994	3679.95	7973.23	95678.75
		Step B	48.2989	3863.91	8371.81	100461.71
		Step C	50.7141	4057.13	8790.44	105485.33
		Step D	53.2499	4259.99	9229.98	110759.79
		Step E	55.9124	4472.99	9691.48	116297.79
		Step F	58.7077	4696.62	10176.00	122112.02
		Step G	61.6431	4931.45	10684.80	128217.65

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9040A	Wastewater Treatment Plant Chief Operator-A	Step A	56.5507	4524.06	9802.12	117625.46
		Step B	59.3783	4750.26	10292.24	123506.86
		Step C	62.3473	4987.78	10806.87	129682.38
		Step D	65.4646	5237.17	11347.20	136166.37
		Step E	68.7377	5499.02	11914.53	142974.42
		Step F	72.1747	5773.98	12510.28	150123.38
		Step G	75.7835	6062.68	13135.81	157629.68
9045A	Wastewater Utility Manager-A	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	76.7597	6140.78	13305.01	159660.18
		Step C	80.5970	6447.76	13970.15	167641.76
		Step D	84.6274	6770.19	14668.75	176024.99
		Step E	88.8585	7108.68	15402.14	184825.68
		Step F	93.3012	7464.10	16172.21	194066.50
		Step G	97.9664	7837.31	16980.84	203770.11

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9047A	Water Conservation Administrator-A	Step A	50.6011	4048.09	8770.86	105250.29
		Step B	53.1312	4250.50	9209.41	110512.90
		Step C	55.7878	4463.02	9669.89	116038.62
		Step D	58.5771	4686.17	10153.36	121840.37
		Step E	61.5060	4920.48	10661.04	127932.48
		Step F	64.5817	5166.54	11194.16	134329.94
		Step G	67.8105	5424.84	11753.82	141045.84
9085A	Water Distribution Superintendent-A	Step A	54.3873	4350.98	9427.13	113125.58
		Step B	57.9615	4636.92	10046.66	120559.92
		Step C	60.8596	4868.77	10549.00	126587.97
		Step D	63.9028	5112.22	11076.49	132917.82
		Step E	67.0977	5367.82	11630.27	139563.22
		Step F	70.4527	5636.22	12211.80	146541.62
		Step G	73.9751	5918.01	12822.35	153868.21

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Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9084A	Water Distribution Supervisor-A	Step A	45.9993	3679.94	7973.21	95678.54
		Step B	48.2989	3863.91	8371.81	100461.71
		Step C	50.7141	4057.13	8790.44	105485.33
		Step D	53.2499	4259.99	9229.98	110759.79
		Step E	55.9123	4472.98	9691.47	116297.58
		Step F	58.7077	4696.62	10176.00	122112.02
		Step G	61.6431	4931.45	10684.80	128217.65
9101A	Water Quality Lab Supervisor-A	Step A	48.2974	3863.79	8371.55	100458.59
		Step B	50.7123	4056.98	8790.13	105481.58
		Step C	53.2477	4259.82	9229.60	110755.22
		Step D	55.9100	4472.80	9691.07	116292.80
		Step E	58.7057	4696.46	10175.65	122107.86
		Step F	61.6411	4931.29	10684.46	128213.49
		Step G	64.7229	5177.83	11218.64	134623.63

City of Roseville

Salary Schedule: Management-A

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9175A	Water Treatment Plant Chief Operator-A	Step A	55.1966	4415.73	9567.41	114808.93
		Step B	57.9567	4636.54	10045.83	120549.94
		Step C	60.8542	4868.34	10548.06	126576.74
		Step D	63.8972	5111.78	11075.51	132906.18
		Step E	67.0918	5367.34	11629.25	139550.94
		Step F	70.4466	5635.73	12210.74	146528.93
		Step G	73.9688	5917.50	12821.26	153855.10
9244A	Water Utility Manager-A	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	76.7597	6140.78	13305.01	159660.18
		Step C	80.5970	6447.76	13970.15	167641.76
		Step D	84.6274	6770.19	14668.75	176024.99
		Step E	88.8585	7108.68	15402.14	184825.68
		Step F	93.3012	7464.10	16172.21	194066.50
		Step G	97.9664	7837.31	16980.84	203770.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1370B	Accounting Manager-B	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	70.3144	5625.15	12187.83	146253.95
		Step C	72.4238	5793.90	12553.46	150641.50
		Step D	74.5965	5967.72	12930.06	155160.72
		Step E	76.8344	6146.75	13317.96	159815.55
		Step F	79.1395	6331.16	13717.51	164610.16
		Step G	81.5138	6521.10	14129.06	169548.70
		Step H	83.9591	6716.73	14552.91	174634.93
		Step I	86.4779	6918.23	14989.50	179874.03
		Step J	89.0721	7125.77	15439.16	185269.97

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0043B	Accounting Supervisor-B	Step A	55.1804	4414.43	9564.60	114775.23
		Step B	58.3747	4669.98	10118.28	121419.38
		Step C	60.1258	4810.06	10421.81	125061.66
		Step D	61.9296	4954.37	10734.46	128813.57
		Step E	63.7876	5103.01	11056.52	132678.21
		Step F	65.7012	5256.10	11388.21	136658.50
		Step G	67.6721	5413.77	11729.83	140757.97
		Step H	69.7024	5576.19	12081.75	144980.99
		Step I	71.7935	5743.48	12444.21	149330.48
		Step J	73.9472	5915.78	12817.51	153810.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9427B	Accounts Payable Supervisor-B	Step A	52.5526	4204.21	9109.12	109309.41
		Step B	55.5944	4447.55	9636.36	115636.35
		Step C	57.2623	4580.98	9925.47	119105.58
		Step D	58.9801	4718.41	10223.22	122678.61
		Step E	60.7496	4859.97	10529.93	126359.17
		Step F	62.5720	5005.76	10845.81	130149.76
		Step G	64.4492	5155.94	11171.19	134054.34
		Step H	66.3827	5310.62	11506.33	138076.02
		Step I	68.3742	5469.94	11851.53	142218.34
		Step J	70.4254	5634.03	12207.07	146484.83

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0090B	Alternative Transportation Manager-B	Step A	67.6751	5414.01	11730.35	140764.21
		Step B	71.5924	5727.39	12409.35	148912.19
		Step C	73.7401	5899.21	12781.62	153379.41
		Step D	75.9524	6076.19	13165.08	157980.99
		Step E	78.2310	6258.48	13560.04	162720.48
		Step F	80.5778	6446.22	13966.82	167601.82
		Step G	82.9952	6639.62	14385.83	172630.02
		Step H	85.4849	6838.79	14817.38	177808.59
		Step I	88.0495	7043.96	15261.91	183142.96
		Step J	90.6909	7255.27	15719.76	188637.07

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1017B	Assistant Building Official-B	Step A	54.2969	4343.75	9411.46	112937.55
		Step B	57.4399	4595.19	9956.25	119474.99
		Step C	59.1631	4733.05	10254.94	123059.25
		Step D	60.9379	4875.03	10562.57	126750.83
		Step E	62.7660	5021.28	10879.44	130553.28
		Step F	64.6491	5171.93	11205.84	134470.13
		Step G	66.5885	5327.08	11542.01	138504.08
		Step H	68.5863	5486.90	11888.29	142659.50
		Step I	70.6438	5651.50	12244.93	146939.10
		Step J	72.7631	5821.05	12612.27	151347.25

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0245B	Assistant City Attorney-B	Step A	99.1346	7930.77	17183.33	206199.97
		Step B	104.8729	8389.83	18177.97	218135.63
		Step C	108.0191	8641.53	18723.31	224679.73
		Step D	111.2597	8900.78	19285.01	231420.18
		Step E	114.5975	9167.80	19863.57	238362.80
		Step F	118.0354	9442.83	20459.47	245513.63
		Step G	121.5764	9726.11	21073.24	252878.91
		Step H	125.2238	10017.90	21705.46	260465.50
		Step I	128.9804	10318.43	22356.60	268279.23
		Step J	132.8498	10627.98	23027.30	276327.58

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0250B	Assistant City Clerk-B	Step A	50.1871	4014.97	8699.10	104389.17
		Step B	53.0921	4247.37	9202.63	110431.57
		Step C	54.6850	4374.80	9478.73	113744.80
		Step D	56.3256	4506.05	9763.10	117157.25
		Step E	58.0155	4641.24	10056.02	120672.24
		Step F	59.7559	4780.47	10357.69	124292.27
		Step G	61.5484	4923.87	10668.39	128020.67
		Step H	63.3948	5071.58	10988.43	131861.18
		Step I	65.2968	5223.74	11318.11	135817.34
		Step J	67.2556	5380.45	11657.64	139891.65

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0325B	Assistant City Manager-B	Step A	101.6983	8135.86	17627.71	211532.46
		Step B	107.5851	8606.81	18648.08	223777.01
		Step C	110.8125	8865.00	19207.50	230490.00
		Step D	114.1369	9130.95	19783.73	237404.75
		Step E	117.5610	9404.88	20377.24	244526.88
		Step F	121.0878	9687.02	20988.55	251862.62
		Step G	124.7204	9977.63	21618.20	259418.43
		Step H	128.4620	10276.96	22266.75	267200.96
		Step I	132.3159	10585.27	22934.76	275217.07
		Step J	136.2854	10902.83	23622.80	283473.63

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1021B	Assistant City Manager/Chief Financial Officer-B	Step A	101.6983	8135.86	17627.71	211532.46
		Step B	107.5851	8606.81	18648.08	223777.01
		Step C	110.8125	8865.00	19207.50	230490.00
		Step D	114.1369	9130.95	19783.73	237404.75
		Step E	117.5610	9404.88	20377.24	244526.88
		Step F	121.0878	9687.02	20988.55	251862.62
		Step G	124.7204	9977.63	21618.20	259418.43
		Step H	128.4620	10276.96	22266.75	267200.96
		Step I	132.3159	10585.27	22934.76	275217.07
		Step J	136.2854	10902.83	23622.80	283473.63

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1179B	Assistant Development Services Director-B	Step A	78.4186	6273.49	13592.56	163110.69
		Step B	82.9579	6636.63	14379.37	172552.43
		Step C	85.4466	6835.73	14810.74	177728.93
		Step D	88.0100	7040.80	15255.07	183060.80
		Step E	90.6503	7252.02	15712.72	188552.62
		Step F	93.3698	7469.58	16184.10	194209.18
		Step G	96.1709	7693.67	16669.62	200035.47
		Step H	99.0561	7924.49	17169.72	206036.69
		Step I	102.0277	8162.22	17684.80	212217.62
		Step J	105.0886	8407.09	18215.36	218584.29

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1068B	Assistant Electric Analyst-B	Step A	38.8962	3111.70	6742.01	80904.10
		Step B	41.1477	3291.82	7132.27	85587.22
		Step C	42.3821	3390.57	7346.23	88154.77
		Step D	43.6535	3492.28	7566.61	90799.28
		Step E	44.9633	3597.06	7793.64	93523.66
		Step F	46.3120	3704.96	8027.41	96328.96
		Step G	47.7014	3816.11	8268.24	99218.91
		Step H	49.1326	3930.61	8516.32	102195.81
		Step I	50.6065	4048.52	8771.79	105261.52
		Step J	52.1247	4169.98	9034.95	108419.38

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0395B	Assistant Electric Utility Director-B	Step A	117.5654	9405.23	20378.00	244536.03
		Step B	124.3708	9949.66	21557.61	258691.26
		Step C	128.1020	10248.16	22204.35	266452.16
		Step D	131.9450	10555.60	22870.47	274445.60
		Step E	135.9034	10872.27	23556.59	282679.07
		Step F	139.9804	11198.43	24263.27	291159.23
		Step G	144.1798	11534.38	24991.17	299893.98
		Step H	148.5053	11880.42	25740.92	308891.02
		Step I	152.9603	12236.82	26513.12	318157.42
		Step J	157.5492	12603.94	27308.53	327702.34

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1172B	Assistant Environmental Utilities Director of Operations-B	Step A	88.4092	7072.74	15324.26	183891.14
		Step B	93.5268	7482.14	16211.31	194535.74
		Step C	96.3325	7706.60	16697.63	200371.60
		Step D	99.2225	7937.80	17198.57	206382.80
		Step E	102.1992	8175.94	17714.53	212574.34
		Step F	105.2651	8421.21	18245.95	218951.41
		Step G	108.4231	8673.85	18793.34	225520.05
		Step H	111.6758	8934.06	19357.14	232285.66
		Step I	115.0260	9202.08	19937.84	239254.08
		Step J	118.4769	9478.15	20536.00	246431.95

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0411B	Assistant Environmental Utilities Director-B	Step A	80.3702	6429.62	13930.83	167170.02
		Step B	85.0225	6801.80	14737.23	176846.80
		Step C	87.5729	7005.83	15179.30	182151.63
		Step D	90.2002	7216.02	15634.70	187616.42
		Step E	92.9063	7432.50	16103.76	193245.10
		Step F	95.6934	7655.47	16586.86	199042.27
		Step G	98.5642	7885.14	17084.46	205013.54
		Step H	101.5211	8121.69	17596.99	211163.89
		Step I	104.5668	8365.34	18124.91	217498.94
		Step J	107.7037	8616.30	18668.64	224023.70

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1026B	Assistant Finance Director-B	Step A	76.4361	6114.89	13248.92	158987.09
		Step B	80.8604	6468.83	14015.80	168189.63
		Step C	83.2863	6662.90	14436.29	173235.50
		Step D	85.7851	6862.81	14869.42	178433.01
		Step E	88.3584	7068.67	15315.46	183785.47
		Step F	91.0092	7280.74	15774.93	189299.14
		Step G	93.7396	7499.17	16248.20	194978.37
		Step H	96.5517	7724.14	16735.63	200827.54
		Step I	99.4481	7955.85	17237.67	206852.05
		Step J	102.4317	8194.54	17754.83	213057.94

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0480B	Assistant Fire Chief-B	Step A	83.9768	6718.14	14555.98	174671.74
		Step B	88.8380	7107.04	15398.59	184783.04
		Step C	91.5031	7320.25	15860.54	190326.45
		Step D	94.2481	7539.85	16336.34	196036.05
		Step E	97.0757	7766.06	16826.45	201917.46
		Step F	99.9879	7999.03	17331.24	207974.83
		Step G	102.9874	8238.99	17851.15	214213.79
		Step H	106.0771	8486.17	18386.70	220640.37
		Step I	109.2594	8740.75	18938.30	227259.55
		Step J	112.5373	9002.98	19506.47	234077.58

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0484B	Assistant Human Resources Director-B	Step A	72.1468	5771.74	12505.45	150065.34
		Step B	76.3228	6105.82	13229.29	158751.42
		Step C	78.6125	6289.00	13626.17	163514.00
		Step D	80.9710	6477.68	14034.97	168419.68
		Step E	83.4001	6672.01	14456.02	173472.21
		Step F	85.9021	6872.17	14889.70	178676.37
		Step G	88.4792	7078.34	15336.39	184036.74
		Step H	91.1336	7290.69	15796.49	189557.89
		Step I	93.8676	7509.41	16270.38	195244.61
		Step J	96.6837	7734.70	16758.51	201102.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9558B	Assistant Information Technology Director-B	Step A	72.0678	5765.42	12491.75	149901.02
		Step B	76.2394	6099.15	13214.83	158577.95
		Step C	78.5266	6282.13	13611.28	163335.33
		Step D	80.8825	6470.60	14019.63	168235.60
		Step E	83.3090	6664.72	14440.23	173282.72
		Step F	85.8081	6864.65	14873.40	178480.85
		Step G	88.3824	7070.59	15319.62	183835.39
		Step H	91.0339	7282.71	15779.21	189350.51
		Step I	93.7649	7501.19	16252.58	195030.99
		Step J	96.5779	7726.23	16740.17	200882.03

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0510B	Assistant Police Chief-B	Step A	97.7413	7819.30	16941.83	203301.90
		Step B	103.3990	8271.92	17922.49	215069.92
		Step C	106.5009	8520.07	18460.16	221521.87
		Step D	109.6961	8775.69	19013.99	228167.89
		Step E	112.9868	9038.94	19584.38	235012.54
		Step F	116.3764	9310.11	20171.91	242062.91
		Step G	119.8677	9589.42	20777.07	249324.82
		Step H	123.4638	9877.10	21400.39	256804.70
		Step I	127.1676	10173.41	22042.38	264508.61
		Step J	130.9827	10478.62	22703.67	272444.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1148B	Assistant Public Works Director-B	Step A	75.1513	6012.10	13026.23	156314.70
		Step B	79.5014	6360.11	13780.24	165362.91
		Step C	81.8864	6550.91	14193.64	170323.71
		Step D	84.3430	6747.44	14619.45	175433.44
		Step E	86.8732	6949.86	15058.02	180696.26
		Step F	89.4795	7158.36	15509.78	186117.36
		Step G	92.1638	7373.10	15975.06	191700.70
		Step H	94.9287	7594.30	16454.31	197451.70
		Step I	97.7766	7822.13	16947.94	203375.33
		Step J	100.7099	8056.79	17456.38	209476.59

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0086B	Assistant Transportation Planner-B	Step A	39.6739	3173.91	6876.81	82521.71
		Step B	41.9705	3357.64	7274.89	87298.64
		Step C	43.2296	3458.37	7493.13	89917.57
		Step D	44.5266	3562.13	7717.94	92615.33
		Step E	45.8623	3668.98	7949.47	95393.58
		Step F	47.2381	3779.05	8187.94	98255.25
		Step G	48.6552	3892.42	8433.57	101202.82
		Step H	50.1150	4009.20	8686.60	104239.20
		Step I	51.6184	4129.47	8947.19	107366.27
		Step J	53.1669	4253.35	9215.60	110587.15

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1067B	Associate Electric Analyst-B	Step A	42.7857	3422.86	7416.19	88994.26
		Step B	45.2625	3621.00	7845.50	94146.00
		Step C	46.6203	3729.62	8080.85	96970.22
		Step D	48.0189	3841.51	8323.28	99879.31
		Step E	49.4595	3956.76	8572.98	102875.76
		Step F	50.9433	4075.46	8830.17	105962.06
		Step G	52.4716	4197.73	9095.08	109140.93
		Step H	54.0457	4323.66	9367.92	112415.06
		Step I	55.6671	4453.37	9648.96	115787.57
		Step J	57.3371	4586.97	9938.43	119261.17

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0088B	Associate Transportation Planner-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0910B	Budget Analyst I-B	Step A	41.6564	3332.51	7220.44	86645.31
		Step B	44.0676	3525.41	7638.38	91660.61
		Step C	45.3897	3631.18	7867.55	94410.58
		Step D	46.7513	3740.10	8103.56	97242.70
		Step E	48.1539	3852.31	8346.68	100160.11
		Step F	49.5985	3967.88	8597.07	103164.88
		Step G	51.0865	4086.92	8854.99	106259.92
		Step H	52.6190	4209.52	9120.63	109447.52
		Step I	54.1977	4335.82	9394.27	112731.22
		Step J	55.8236	4465.89	9676.09	116113.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0915B	Budget Analyst II-B	Step A	45.8230	3665.84	7942.65	95311.84
		Step B	48.4755	3878.04	8402.42	100829.04
		Step C	49.9297	3994.38	8654.48	103853.78
		Step D	51.4276	4114.21	8914.12	106969.41
		Step E	52.9704	4237.63	9181.54	110178.43
		Step F	54.5596	4364.77	9457.00	113483.97
		Step G	56.1964	4495.71	9740.71	116888.51
		Step H	57.8823	4630.58	10032.93	120395.18
		Step I	59.6187	4769.50	10333.91	124006.90
		Step J	61.4074	4912.59	10643.95	127727.39

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0930B	Budget Manager-B	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	70.3144	5625.15	12187.83	146253.95
		Step C	72.4238	5793.90	12553.46	150641.50
		Step D	74.5965	5967.72	12930.06	155160.72
		Step E	76.8344	6146.75	13317.96	159815.55
		Step F	79.1395	6331.16	13717.51	164610.16
		Step G	81.5138	6521.10	14129.06	169548.70
		Step H	83.9591	6716.73	14552.91	174634.93
		Step I	86.4779	6918.23	14989.50	179874.03
		Step J	89.0721	7125.77	15439.16	185269.97

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1043B	Building Official-B	Step A	68.0861	5446.89	11801.59	141619.09
		Step B	72.0270	5762.16	12484.68	149816.16
		Step C	74.1878	5935.02	12859.22	154310.62
		Step D	76.4133	6113.06	13244.97	158939.66
		Step E	78.7057	6296.46	13642.32	163707.86
		Step F	81.0669	6485.35	14051.60	168619.15
		Step G	83.4990	6679.92	14473.16	173677.92
		Step H	86.0039	6880.31	14907.34	178888.11
		Step I	88.5842	7086.74	15354.59	184255.14
		Step J	91.2416	7299.33	15815.21	189782.53

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1141B	Building Plans Examiner Supervsior-B	Step A	51.0649	4085.19	8851.25	106214.99
		Step B	54.0209	4321.67	9363.62	112363.47
		Step C	55.6414	4451.31	9644.51	115734.11
		Step D	57.3107	4584.86	9933.85	119206.26
		Step E	59.0300	4722.40	10231.87	122782.40
		Step F	60.8009	4864.07	10538.82	126465.87
		Step G	62.6249	5009.99	10854.98	130259.79
		Step H	64.5037	5160.30	11180.64	134167.70
		Step I	66.4388	5315.10	11516.06	138192.70
		Step J	68.4319	5474.55	11861.53	142338.35

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1166B	Business Systems Supervisor-B	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	55.2475	4419.80	9576.23	114914.80
		Step C	56.9050	4552.40	9863.53	118362.40
		Step D	58.6121	4688.97	10159.43	121913.17
		Step E	60.3704	4829.63	10464.20	125570.43
		Step F	62.1816	4974.53	10778.14	129337.73
		Step G	64.0471	5123.77	11101.50	133217.97
		Step H	65.9685	5277.48	11434.54	137214.48
		Step I	67.9476	5435.81	11777.58	141331.01
		Step J	69.9859	5598.87	12130.89	145570.67

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1180B	Chief Information Officer-B	Step A	90.1815	7214.52	15631.46	187577.52
		Step B	95.4015	7632.12	16536.26	198435.12
		Step C	98.2634	7861.07	17032.32	204387.87
		Step D	101.2114	8096.91	17543.31	210519.71
		Step E	104.2479	8339.83	18069.64	216835.63
		Step F	107.3752	8590.02	18611.70	223340.42
		Step G	110.5965	8847.72	19170.06	230040.72
		Step H	113.9144	9113.15	19745.16	236941.95
		Step I	117.3317	9386.54	20337.49	244049.94
		Step J	120.8518	9668.14	20947.65	251371.74

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1220B	City Clerk-B	Step A	74.5290	5962.32	12918.36	155020.32
		Step B	78.8430	6307.44	13666.12	163993.44
		Step C	81.2084	6496.67	14076.12	168913.47
		Step D	83.6446	6691.57	14498.40	173980.77
		Step E	86.1540	6892.32	14933.36	179200.32
		Step F	88.7386	7099.09	15381.36	184576.29
		Step G	91.4007	7312.06	15842.79	190113.46
		Step H	94.1428	7531.42	16318.09	195817.02
		Step I	96.9670	7757.36	16807.61	201691.36
		Step J	99.8760	7990.08	17311.84	207742.08

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1181B	City Engineer-B	Step A	76.7574	6140.59	13304.62	159655.39
		Step B	81.2004	6496.03	14074.74	168896.83
		Step C	83.6364	6690.91	14496.98	173963.71
		Step D	86.1455	6891.64	14931.89	179182.64
		Step E	88.7298	7098.38	15379.83	184557.98
		Step F	91.3917	7311.34	15841.23	190094.74
		Step G	94.1334	7530.67	16316.46	195797.47
		Step H	96.9575	7756.60	16805.97	201671.60
		Step I	99.8662	7989.30	17310.14	207721.70
		Step J	102.8622	8228.98	17829.45	213953.38

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1142B	City Librarian-B	Step A	55.2089	4416.71	9569.54	114834.51
		Step B	58.4052	4672.42	10123.57	121482.82
		Step C	60.1576	4812.61	10427.32	125127.81
		Step D	61.9621	4956.97	10740.10	128881.17
		Step E	63.8210	5105.68	11062.31	132747.68
		Step F	65.7357	5258.86	11394.19	136730.26
		Step G	67.7076	5416.61	11735.98	140831.81
		Step H	69.7389	5579.11	12088.08	145056.91
		Step I	71.8312	5746.50	12450.74	149408.90
		Step J	73.9861	5918.89	12824.26	153891.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1368B	Code Enforcement Supervisor-B	Step A	45.7058	3656.46	7922.34	95068.06
		Step B	48.3515	3868.12	8380.93	100571.12
		Step C	49.8021	3984.17	8632.36	103588.37
		Step D	51.2962	4103.70	8891.34	106696.10
		Step E	52.8350	4226.80	9158.07	109896.80
		Step F	54.4201	4353.61	9432.82	113193.81
		Step G	56.0527	4484.22	9715.80	116589.62
		Step H	57.7343	4618.74	10007.28	120087.34
		Step I	59.4663	4757.30	10307.49	123689.90
		Step J	61.2503	4900.02	10616.72	127400.62

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1027B	Construction Inspection Superintendent-B	Step A	52.3970	4191.76	9082.15	108985.76
		Step B	55.4302	4434.42	9607.90	115294.82
		Step C	57.0930	4567.44	9896.12	118753.44
		Step D	58.8059	4704.47	10193.02	122316.27
		Step E	60.5700	4845.60	10498.80	125985.60
		Step F	62.3871	4990.97	10813.76	129765.17
		Step G	64.2587	5140.70	11138.17	133658.10
		Step H	66.1866	5294.93	11472.34	137668.13
		Step I	68.1722	5453.78	11816.51	141798.18
		Step J	70.2173	5617.38	12171.00	146051.98

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3740B	Cultural Arts Supervisor-B	Step A	42.4649	3397.19	7360.58	88326.99
		Step B	44.9224	3593.79	7786.55	93438.59
		Step C	46.2701	3701.61	8020.15	96241.81
		Step D	47.6581	3812.65	8260.74	99128.85
		Step E	49.0880	3927.04	8508.59	102103.04
		Step F	50.5606	4044.85	8763.84	105166.05
		Step G	52.0774	4166.19	9026.75	108320.99
		Step H	53.6396	4291.17	9297.53	111570.37
		Step I	55.2489	4419.91	9576.48	114917.71
		Step J	56.9069	4552.55	9863.86	118366.35

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1025B	Custodian Supervisor-B	Step A	29.2284	2338.27	5066.26	60795.07
		Step B	30.9203	2473.62	5359.52	64314.22
		Step C	31.8479	2547.83	5520.30	66243.63
		Step D	32.8033	2624.26	5685.91	68230.86
		Step E	33.7873	2702.98	5856.47	70277.58
		Step F	34.8009	2784.07	6032.16	72385.87
		Step G	35.8450	2867.60	6213.13	74557.60
		Step H	36.9203	2953.62	6399.52	76794.22
		Step I	38.0279	3042.23	6591.50	79098.03
		Step J	39.1688	3133.50	6789.26	81471.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1150B	Customer Care Manager-B	Step A	57.6899	4615.19	9999.58	119994.99
		Step B	61.0292	4882.34	10578.39	126940.74
		Step C	62.8600	5028.80	10895.73	130748.80
		Step D	64.7458	5179.66	11222.61	134671.26
		Step E	66.6882	5335.06	11559.29	138711.46
		Step F	68.6889	5495.11	11906.08	142872.91
		Step G	70.7496	5659.97	12263.26	147159.17
		Step H	72.8720	5829.76	12631.15	151573.76
		Step I	75.0582	6004.66	13010.09	156121.06
		Step J	77.3099	6184.79	13400.38	160804.59

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9561B	Data Management System Administrator-B	Step A	59.2115	4736.92	10263.33	123159.92
		Step B	62.6389	5011.11	10857.41	130288.91
		Step C	64.5182	5161.46	11183.15	134197.86
		Step D	66.4537	5316.30	11518.64	138223.70
		Step E	68.4472	5475.78	11864.18	142370.18
		Step F	70.5007	5640.06	12220.12	146641.46
		Step G	72.6158	5809.26	12586.74	151040.86
		Step H	74.7942	5983.54	12964.33	155571.94
		Step I	77.0381	6163.05	13353.27	160239.25
		Step J	79.3493	6347.94	13753.88	165046.54

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1168B	Database Supervisor-B	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	55.2475	4419.80	9576.23	114914.80
		Step C	56.9050	4552.40	9863.53	118362.40
		Step D	58.6121	4688.97	10159.43	121913.17
		Step E	60.3704	4829.63	10464.20	125570.43
		Step F	62.1816	4974.53	10778.14	129337.73
		Step G	64.0471	5123.77	11101.50	133217.97
		Step H	65.9685	5277.48	11434.54	137214.48
		Step I	67.9476	5435.81	11777.58	141331.01
		Step J	69.9859	5598.87	12130.89	145570.67

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1645B	Department Public Information Officer-B	Step A	51.7548	4140.38	8970.83	107649.98
		Step B	54.7506	4380.05	9490.10	113881.25
		Step C	56.3931	4511.45	9774.80	117297.65
		Step D	58.0850	4646.80	10068.07	120816.80
		Step E	59.8275	4786.20	10370.10	124441.20
		Step F	61.6224	4929.79	10681.22	128174.59
		Step G	63.4710	5077.68	11001.64	132019.68
		Step H	65.3753	5230.02	11331.72	135980.62
		Step I	67.3365	5386.92	11671.66	140059.92
		Step J	69.3565	5548.52	12021.79	144261.52

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1655B	Deputy City Attorney I-B	Step A	71.2432	5699.46	12348.82	148185.86
		Step B	75.3669	6029.35	13063.60	156763.15
		Step C	77.6278	6210.22	13455.49	161465.82
		Step D	79.9567	6396.54	13859.16	166309.94
		Step E	82.3553	6588.42	14274.92	171299.02
		Step F	84.8261	6786.09	14703.19	176438.29
		Step G	87.3710	6989.68	15144.31	181731.68
		Step H	89.9919	7199.35	15598.60	187183.15
		Step I	92.6917	7415.34	16066.56	192798.74
		Step J	95.4725	7637.80	16548.57	198582.80

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1658B	Deputy City Attorney II-B	Step A	78.3675	6269.40	13583.70	163004.40
		Step B	82.9036	6632.29	14369.96	172439.49
		Step C	85.3907	6831.26	14801.05	177612.66
		Step D	87.9523	7036.18	15245.07	182940.78
		Step E	90.5909	7247.27	15702.42	188429.07
		Step F	93.3087	7464.70	16173.51	194082.10
		Step G	96.1078	7688.62	16658.69	199904.22
		Step H	98.9912	7919.30	17158.47	205901.70
		Step I	101.9608	8156.86	17673.21	212078.46
		Step J	105.0198	8401.58	18203.43	218441.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1659B	Deputy City Manager-B	Step A	81.9820	6558.56	14210.21	170522.56
		Step B	86.7274	6938.19	15032.75	180392.99
		Step C	89.3293	7146.34	15483.75	185804.94
		Step D	92.0091	7360.73	15948.24	191378.93
		Step E	94.7694	7581.55	16426.70	197120.35
		Step F	97.6124	7808.99	16919.48	203033.79
		Step G	100.5408	8043.26	17427.07	209124.86
		Step H	103.5571	8284.57	17949.90	215398.77
		Step I	106.6638	8533.10	18488.39	221860.70
		Step J	109.8637	8789.10	19043.04	228516.50

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1280B	Development Services Business Systems Administrator-B	Step A	54.7118	4376.94	9483.38	113800.54
		Step B	57.8787	4630.30	10032.31	120387.70
		Step C	59.6149	4769.19	10333.25	123998.99
		Step D	61.4034	4912.27	10643.26	127719.07
		Step E	63.2455	5059.64	10962.55	131550.64
		Step F	65.1429	5211.43	11291.44	135497.23
		Step G	67.0971	5367.77	11630.16	139561.97
		Step H	69.1101	5528.81	11979.08	143749.01
		Step I	71.1833	5694.66	12338.44	148061.26
		Step J	73.3188	5865.50	12708.59	152503.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1676B	Development Services Director-B	Step A	90.1817	7214.54	15631.49	187577.94
		Step B	95.4016	7632.13	16536.28	198435.33
		Step C	98.2636	7861.09	17032.36	204388.29
		Step D	101.2116	8096.93	17543.34	210520.13
		Step E	104.2480	8339.84	18069.65	216835.84
		Step F	107.3753	8590.02	18611.72	223340.62
		Step G	110.5966	8847.73	19170.08	230040.93
		Step H	113.9144	9113.15	19745.16	236941.95
		Step I	117.3319	9386.55	20337.53	244050.35
		Step J	120.8518	9668.14	20947.65	251371.74

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1695B	Development Services Manager-B	Step A	65.6536	5252.29	11379.96	136559.49
		Step B	69.4541	5556.33	12038.71	144464.53
		Step C	71.5377	5723.02	12399.87	148798.42
		Step D	73.6837	5894.70	12771.84	153262.10
		Step E	75.8943	6071.54	13155.01	157860.14
		Step F	78.1710	6253.68	13549.64	162595.68
		Step G	80.5163	6441.30	13956.16	167473.90
		Step H	82.9317	6634.54	14374.83	172497.94
		Step I	85.4197	6833.58	14806.08	177672.98
		Step J	87.9823	7038.58	15250.27	183003.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2415B	EMS Quality Assurance Coordinator-B	Step A	62.6175	5009.40	10853.70	130244.40
		Step B	66.2421	5299.37	11481.96	137783.57
		Step C	68.2294	5458.35	11826.43	141917.15
		Step D	70.2763	5622.10	12181.23	146174.70
		Step E	72.3845	5790.76	12546.65	150559.76
		Step F	74.5560	5964.48	12923.04	155076.48
		Step G	76.7929	6143.43	13310.77	159729.23
		Step H	79.0966	6327.73	13710.08	164520.93
		Step I	81.4695	6517.56	14121.38	169456.56
		Step J	83.9135	6713.08	14545.01	174540.08

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6520B	ERP Program Manager-B	Step A	57.2129	4577.03	9916.90	119002.83
		Step B	60.5245	4841.96	10490.91	125890.96
		Step C	62.3402	4987.22	10805.63	129667.62
		Step D	64.2102	5136.82	11129.77	133557.22
		Step E	66.1366	5290.93	11463.68	137564.13
		Step F	68.1207	5449.66	11807.59	141691.06
		Step G	70.1644	5613.15	12161.83	145941.95
		Step H	72.2692	5781.54	12526.66	150319.94
		Step I	74.4373	5954.98	12902.47	154829.58
		Step J	76.6704	6133.63	13289.54	159474.43

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1674B	Economic Development Analyst I-B	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.9711	3357.69	7274.99	87299.89
		Step C	43.2304	3458.43	7493.27	89919.23
		Step D	44.5272	3562.18	7718.05	92616.58
		Step E	45.8630	3669.04	7949.59	95395.04
		Step F	47.2389	3779.11	8188.08	98256.91
		Step G	48.6561	3892.49	8433.72	101204.69
		Step H	50.1158	4009.26	8686.74	104240.86
		Step I	51.6192	4129.54	8947.33	107367.94
		Step J	53.1677	4253.42	9215.73	110588.82

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1675B	Economic Development Analyst II-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1710B	Economic Development Director-B	Step A	85.8901	6871.21	14887.62	178651.41
		Step B	90.8620	7268.96	15749.41	188992.96
		Step C	93.5880	7487.04	16221.92	194663.04
		Step D	96.3957	7711.66	16708.59	200503.06
		Step E	99.2874	7942.99	17209.82	206517.79
		Step F	102.2660	8181.28	17726.11	212713.28
		Step G	105.3340	8426.72	18257.89	219094.72
		Step H	108.4940	8679.52	18805.63	225667.52
		Step I	111.7489	8939.91	19369.81	232437.71
		Step J	115.1013	9208.10	19950.89	239410.70

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1118B	Economic Development Manager-B	Step A	61.3459	4907.67	10633.29	127599.47
		Step B	64.8994	5191.95	11249.23	134990.75
		Step C	66.8462	5347.70	11586.67	139040.10
		Step D	68.8517	5508.14	11934.29	143211.54
		Step E	70.9173	5673.38	12292.33	147507.98
		Step F	73.0447	5843.58	12661.08	151932.98
		Step G	75.2360	6018.88	13040.91	156490.88
		Step H	77.4930	6199.44	13432.12	161185.44
		Step I	79.8180	6385.44	13835.12	166021.44
		Step J	82.2123	6576.98	14250.13	171001.58

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1001B	Economic Development Project Manager-B	Step A	55.7723	4461.78	9667.20	116006.38
		Step B	59.0006	4720.05	10226.77	122721.25
		Step C	60.7706	4861.65	10533.57	126402.85
		Step D	62.5937	5007.50	10849.57	130194.90
		Step E	64.4715	5157.72	11175.06	134100.72
		Step F	66.4056	5312.45	11510.30	138123.65
		Step G	68.3978	5471.82	11855.62	142267.42
		Step H	70.4497	5635.98	12211.28	146535.38
		Step I	72.5632	5805.06	12577.62	150931.46
		Step J	74.7402	5979.22	12954.97	155459.62

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1310B	Electric Business Analyst I-B	Step A	51.3432	4107.46	8899.49	106793.86
		Step B	54.3152	4345.22	9414.63	112975.62
		Step C	55.9448	4475.58	9697.10	116365.18
		Step D	57.6232	4609.86	9988.02	119856.26
		Step E	59.3518	4748.14	10287.65	123451.74
		Step F	61.1324	4890.59	10596.28	127155.39
		Step G	62.9663	5037.30	10914.16	130969.90
		Step H	64.8552	5188.42	11241.57	134898.82
		Step I	66.8008	5344.06	11578.81	138945.66
		Step J	68.8050	5504.40	11926.20	143114.40

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1312B	Electric Business Analyst II-B	Step A	56.4773	4518.18	9789.40	117472.78
		Step B	59.7463	4779.70	10356.03	124272.30
		Step C	61.5387	4923.10	10666.71	128000.50
		Step D	63.3849	5070.79	10986.72	131840.59
		Step E	65.2864	5222.91	11316.31	135795.71
		Step F	67.2451	5379.61	11655.82	139869.81
		Step G	69.2624	5540.99	12005.48	144065.79
		Step H	71.3402	5707.22	12365.63	148387.62
		Step I	73.4805	5878.44	12736.62	152839.44
		Step J	75.6849	6054.79	13118.72	157424.59

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1066B	Electric Compliance Analyst I-B	Step A	51.3429	4107.43	8899.44	106793.23
		Step B	54.3149	4345.19	9414.58	112974.99
		Step C	55.9443	4475.54	9697.01	116364.14
		Step D	57.6227	4609.82	9987.93	119855.22
		Step E	59.3514	4748.11	10287.58	123450.91
		Step F	61.1320	4890.56	10596.21	127154.56
		Step G	62.9657	5037.26	10914.05	130968.66
		Step H	64.8549	5188.39	11241.52	134898.19
		Step I	66.8005	5344.04	11578.75	138945.04
		Step J	68.8046	5504.37	11926.13	143113.57

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2335B	Electric Compliance Analyst II-B	Step A	56.4781	4518.25	9789.54	117474.45
		Step B	59.7474	4779.79	10356.22	124274.59
		Step C	61.5397	4923.18	10666.88	128002.58
		Step D	63.3860	5070.88	10986.91	131842.88
		Step E	65.2875	5223.00	11316.50	135798.00
		Step F	67.2462	5379.70	11656.01	139872.10
		Step G	69.2635	5541.08	12005.67	144068.08
		Step H	71.3414	5707.31	12365.84	148390.11
		Step I	73.4816	5878.53	12736.81	152841.73
		Step J	75.6861	6054.89	13118.92	157427.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1151B	Electric Customer Programs and Public Affairs Supervisor-B	Step A	71.4445	5715.56	12383.71	148604.56
		Step B	75.5800	6046.40	13100.53	157206.40
		Step C	77.8474	6227.79	13493.55	161922.59
		Step D	80.1828	6414.62	13898.35	166780.22
		Step E	82.5884	6607.07	14315.32	171783.87
		Step F	85.0660	6805.28	14744.77	176937.28
		Step G	87.6180	7009.44	15187.12	182245.44
		Step H	90.2464	7219.71	15642.71	187712.51
		Step I	92.9538	7436.30	16111.99	193343.90
		Step J	95.7425	7659.40	16595.37	199144.40

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1117B	Electric Economic and Development Partnership Manager-B	Step A	78.5890	6287.12	13622.09	163465.12
		Step B	83.1380	6651.04	14410.59	172927.04
		Step C	85.6321	6850.57	14842.90	178114.77
		Step D	88.2010	7056.08	15288.17	183458.08
		Step E	90.8470	7267.76	15746.81	188961.76
		Step F	93.5726	7485.81	16219.25	194631.01
		Step G	96.3796	7710.37	16705.80	200469.57
		Step H	99.2712	7941.70	17207.01	206484.10
		Step I	102.2493	8179.94	17723.21	212678.54
		Step J	105.3166	8425.33	18254.88	219058.53

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2284B	Electric Engineering Technician Supervisor-B	Step A	67.9176	5433.41	11772.38	141268.61
		Step B	71.8487	5747.90	12453.77	149445.30
		Step C	74.0043	5920.34	12827.41	153928.94
		Step D	76.2243	6097.94	13212.21	158546.54
		Step E	78.5112	6280.90	13608.61	163303.30
		Step F	80.8663	6469.30	14016.83	168201.90
		Step G	83.2924	6663.39	14437.35	173248.19
		Step H	85.7913	6863.30	14870.49	178445.90
		Step I	88.3648	7069.18	15316.57	183798.78
		Step J	91.0159	7281.27	15776.09	189313.07

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2338B	Electric Operations Manager-B	Step A	105.5684	8445.47	18298.52	219582.27
		Step B	111.6791	8934.33	19357.71	232292.53
		Step C	115.0294	9202.35	19938.43	239261.15
		Step D	118.4803	9478.42	20536.59	246439.02
		Step E	122.0347	9762.78	21152.68	253832.18
		Step F	125.6958	10055.66	21787.27	261447.26
		Step G	129.4666	10357.33	22440.88	269290.53
		Step H	133.3506	10668.05	23114.10	277369.25
		Step I	137.3512	10988.10	23807.54	285690.50
		Step J	141.4716	11317.73	24521.74	294260.93

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2339B	Electric Operations Supervisor-B	Step A	95.9755	7678.04	16635.75	199629.04
		Step B	101.5311	8122.49	17598.72	211184.69
		Step C	104.5769	8366.15	18126.66	217519.95
		Step D	107.7141	8617.13	18670.44	224045.33
		Step E	110.9457	8875.66	19230.59	230767.06
		Step F	114.2740	9141.92	19807.49	237689.92
		Step G	117.7023	9416.18	20401.73	244820.78
		Step H	121.2334	9698.67	21013.79	252165.47
		Step I	124.8704	9989.63	21644.20	259730.43
		Step J	128.6164	10289.31	22293.51	267522.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2314B	Electric Resources Planner I-B	Step A	59.2985	4743.88	10278.41	123340.88
		Step B	62.7310	5018.48	10873.37	130480.48
		Step C	64.6130	5169.04	11199.59	134395.04
		Step D	66.5513	5324.10	11535.56	138426.70
		Step E	68.5480	5483.84	11881.65	142579.84
		Step F	70.6044	5648.35	12238.10	146857.15
		Step G	72.7225	5817.80	12605.23	151262.80
		Step H	74.9043	5992.34	12983.41	155800.94
		Step I	77.1513	6172.10	13372.89	160474.70
		Step J	79.4659	6357.27	13774.09	165289.07

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2316B	Electric Resources Planner II-B	Step A	65.2283	5218.26	11306.24	135674.86
		Step B	69.0042	5520.34	11960.73	143528.74
		Step C	71.0743	5685.94	12319.55	147834.54
		Step D	73.2065	5856.52	12689.13	152269.52
		Step E	75.4028	6032.22	13069.82	156837.82
		Step F	77.6648	6213.18	13461.90	161542.78
		Step G	79.9947	6399.58	13865.75	166388.98
		Step H	82.3947	6591.58	14281.75	171380.98
		Step I	84.8663	6789.30	14710.16	176521.90
		Step J	87.4125	6993.00	15151.50	181818.00

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2216B	Electric Risk and Compliance Supervisor-B	Step A	71.4405	5715.24	12383.02	148596.24
		Step B	75.5758	6046.06	13099.81	157197.66
		Step C	77.8429	6227.43	13492.77	161913.23
		Step D	80.1781	6414.25	13897.54	166770.45
		Step E	82.5836	6606.69	14314.49	171773.89
		Step F	85.0612	6804.90	14743.94	176927.30
		Step G	87.6129	7009.03	15186.24	182234.83
		Step H	90.2413	7219.30	15641.83	187701.90
		Step I	92.9485	7435.88	16111.07	193332.88
		Step J	95.7370	7658.96	16594.41	199132.96

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2352B	Electric Safety Coordinator-B	Step A	43.6422	3491.38	7564.65	90775.78
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2319B	Electric Substation Supervisor-B	Step A	95.9755	7678.04	16635.75	199629.04
		Step B	101.5311	8122.49	17598.72	211184.69
		Step C	104.5769	8366.15	18126.66	217519.95
		Step D	107.7141	8617.13	18670.44	224045.33
		Step E	110.9457	8875.66	19230.59	230767.06
		Step F	114.2740	9141.92	19807.49	237689.92
		Step G	117.7023	9416.18	20401.73	244820.78
		Step H	121.2334	9698.67	21013.79	252165.47
		Step I	124.8704	9989.63	21644.20	259730.43
		Step J	128.6164	10289.31	22293.51	267522.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9560B	Electric Technology Systems Administrator-B	Step A	76.3196	6105.57	13228.73	158744.77
		Step B	80.7372	6458.98	13994.45	167933.38
		Step C	83.1594	6652.75	14414.30	172971.55
		Step D	85.6541	6852.33	14846.71	178160.53
		Step E	88.2238	7057.90	15292.13	183505.50
		Step F	90.8705	7269.64	15750.89	189010.64
		Step G	93.5966	7487.73	16223.41	194680.93
		Step H	96.4044	7712.35	16710.10	200521.15
		Step I	99.2966	7943.73	17211.41	206536.93
		Step J	102.2755	8182.04	17727.75	212733.04

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1116B	Electric Utility Chief Operating Officer-B	Step A	129.3222	10345.78	22415.85	268990.18
		Step B	136.8079	10944.63	23713.37	284560.43
		Step C	140.9122	11272.98	24424.78	293097.38
		Step D	145.1396	11611.17	25157.53	301890.37
		Step E	149.4938	11959.50	25912.26	310947.10
		Step F	153.9785	12318.28	26689.61	320275.28
		Step G	158.5979	12687.83	27490.30	329883.63
		Step H	163.3559	13068.47	28315.02	339780.27
		Step I	168.2565	13460.52	29164.46	349973.52
		Step J	173.3042	13864.34	30039.39	360472.74

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2320B	Electric Utility Director-B	Step A	146.9587	11756.70	25472.84	305674.10
		Step B	155.4653	12437.22	26947.32	323367.82
		Step C	160.1294	12810.35	27755.76	333069.15
		Step D	164.9333	13194.66	28588.44	343061.26
		Step E	169.8811	13590.49	29446.06	353352.69
		Step F	174.9777	13998.22	30329.47	363953.62
		Step G	180.2269	14418.15	31239.33	374871.95
		Step H	185.6338	14850.70	32176.53	386118.30
		Step I	191.2027	15296.22	33141.80	397701.62
		Step J	196.9388	15755.10	34136.06	409632.70

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2215B	Electric Utility Financial Administrator-B	Step A	71.4441	5715.53	12383.64	148603.73
		Step B	75.5796	6046.37	13100.46	157205.57
		Step C	77.8470	6227.76	13493.48	161921.76
		Step D	80.1823	6414.58	13898.27	166779.18
		Step E	82.5879	6607.03	14315.24	171782.83
		Step F	85.0655	6805.24	14744.69	176936.24
		Step G	87.6174	7009.39	15187.02	182244.19
		Step H	90.2459	7219.67	15642.62	187711.47
		Step I	92.9532	7436.26	16111.89	193342.66
		Step J	95.7419	7659.35	16595.26	199143.15

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2378B	Electronic Maintenance Coordinator-B	Step A	49.1693	3933.54	8522.68	102272.14
		Step B	52.0144	4161.15	9015.83	108189.95
		Step C	53.5749	4285.99	9286.32	111435.79
		Step D	55.1821	4414.57	9564.90	114778.77
		Step E	56.8375	4547.00	9851.83	118222.00
		Step F	58.5426	4683.41	10147.38	121768.61
		Step G	60.2990	4823.92	10451.83	125421.92
		Step H	62.1081	4968.65	10765.40	129184.85
		Step I	63.9712	5117.70	11088.34	133060.10
		Step J	65.8915	5271.32	11421.19	137054.32

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2500B	Energy Services Account Representative I-B	Step A	51.1552	4092.42	8866.90	106402.82
		Step B	54.1163	4329.30	9380.16	112561.90
		Step C	55.7398	4459.18	9661.57	115938.78
		Step D	57.4119	4592.95	9951.40	119416.75
		Step E	59.1343	4730.74	10249.95	122999.34
		Step F	60.9084	4872.67	10557.46	126689.47
		Step G	62.7356	5018.85	10874.17	130490.05
		Step H	64.6177	5169.42	11200.40	134404.82
		Step I	66.5562	5324.50	11536.41	138436.90
		Step J	68.5529	5484.23	11882.50	142590.03

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Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2501B	Energy Services Account Representative II-B	Step A	56.2710	4501.68	9753.64	117043.68
		Step B	59.5281	4762.25	10318.20	123818.45
		Step C	61.3139	4905.11	10627.74	127532.91
		Step D	63.1534	5052.27	10946.59	131359.07
		Step E	65.0480	5203.84	11274.99	135299.84
		Step F	66.9995	5359.96	11613.25	139358.96
		Step G	69.0094	5520.75	11961.63	143539.55
		Step H	71.0798	5686.38	12320.50	147845.98
		Step I	73.2120	5856.96	12690.08	152280.96
		Step J	75.4085	6032.68	13070.81	156849.68

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1277B	Engineering Manager-B	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	77.3355	6186.84	13404.82	160857.84
		Step C	79.6556	6372.45	13806.97	165683.65
		Step D	82.0454	6563.63	14221.20	170654.43
		Step E	84.5068	6760.54	14647.85	175774.14
		Step F	87.0421	6963.37	15087.30	181047.57
		Step G	89.6531	7172.25	15539.87	186478.45
		Step H	92.3428	7387.42	16006.09	192073.02
		Step I	95.1131	7609.05	16486.27	197835.25
		Step J	97.9664	7837.31	16980.84	203770.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2540B	Environmental Coordinator-B	Step A	50.1887	4015.10	8699.37	104392.50
		Step B	53.0938	4247.50	9202.93	110435.10
		Step C	54.6867	4374.94	9479.03	113748.34
		Step D	56.3273	4506.18	9763.40	117160.78
		Step E	58.0171	4641.37	10056.30	120675.57
		Step F	59.7575	4780.60	10357.97	124295.60
		Step G	61.5502	4924.02	10668.70	128024.42
		Step H	63.3968	5071.74	10988.78	131865.34
		Step I	65.2986	5223.89	11318.42	135821.09
		Step J	67.2577	5380.62	11658.00	139896.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2546B	Environmental Utilities Business Analyst I-B	Step A	41.6564	3332.51	7220.44	86645.31
		Step B	44.0676	3525.41	7638.38	91660.61
		Step C	45.3897	3631.18	7867.55	94410.58
		Step D	46.7513	3740.10	8103.56	97242.70
		Step E	48.1539	3852.31	8346.68	100160.11
		Step F	49.5985	3967.88	8597.07	103164.88
		Step G	51.0865	4086.92	8854.99	106259.92
		Step H	52.6190	4209.52	9120.63	109447.52
		Step I	54.1977	4335.82	9394.27	112731.22
		Step J	55.8236	4465.89	9676.09	116113.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2547B	Environmental Utilities Business Analyst II-B	Step A	45.8230	3665.84	7942.65	95311.84
		Step B	48.4755	3878.04	8402.42	100829.04
		Step C	49.9297	3994.38	8654.48	103853.78
		Step D	51.4276	4114.21	8914.12	106969.41
		Step E	52.9704	4237.63	9181.54	110178.43
		Step F	54.5596	4364.77	9457.00	113483.97
		Step G	56.1964	4495.71	9740.71	116888.51
		Step H	57.8823	4630.58	10032.93	120395.18
		Step I	59.6187	4769.50	10333.91	124006.90
		Step J	61.4074	4912.59	10643.95	127727.39

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1122B	Environmental Utilities Business Services Manager-B	Step A	66.5272	5322.18	11531.38	138376.58
		Step B	70.3781	5630.25	12198.87	146386.45
		Step C	72.4895	5799.16	12564.85	150778.16
		Step D	74.6640	5973.12	12941.76	155301.12
		Step E	76.9039	6152.31	13330.01	159960.11
		Step F	79.2111	6336.89	13729.92	164759.09
		Step G	81.5876	6527.01	14141.85	169702.21
		Step H	84.0350	6722.80	14566.07	174792.80
		Step I	86.5562	6924.50	15003.07	180036.90
		Step J	89.1528	7132.22	15453.15	185437.82

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Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2541B	Environmental Utilities Compliance Administrator-B	Step A	58.1545	4652.36	10080.11	120961.36
		Step B	61.5206	4921.65	10663.57	127962.85
		Step C	63.3663	5069.30	10983.49	131801.90
		Step D	65.2672	5221.38	11312.98	135755.78
		Step E	67.2253	5378.02	11652.39	139828.62
		Step F	69.2420	5539.36	12001.95	144023.36
		Step G	71.3193	5705.54	12362.01	148344.14
		Step H	73.4589	5876.71	12732.88	152794.51
		Step I	75.6626	6053.01	13114.85	157378.21
		Step J	77.9325	6234.60	13508.30	162099.60

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1684B	Environmental Utilities Director-B	Step A	100.4649	8037.19	17413.92	208966.99
		Step B	106.2801	8502.41	18421.88	221062.61
		Step C	109.4685	8757.48	18974.54	227694.48
		Step D	112.7525	9020.20	19543.77	234525.20
		Step E	116.1351	9290.81	20130.08	241561.01
		Step F	119.6192	9569.54	20733.99	248807.94
		Step G	123.2077	9856.62	21356.00	256272.02
		Step H	126.9039	10152.31	21996.68	263960.11
		Step I	130.7113	10456.90	22656.63	271879.50
		Step J	134.6324	10770.59	23336.28	280035.39

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Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1024B	Environmental Utilities Maintenance Superintendent-B	Step A	62.2029	4976.23	10781.84	129382.03
		Step B	65.8041	5264.33	11406.04	136872.53
		Step C	67.7782	5422.26	11748.22	140978.66
		Step D	69.8116	5584.93	12100.68	145208.13
		Step E	71.9060	5752.48	12463.71	149564.48
		Step F	74.0631	5925.05	12837.60	154051.25
		Step G	76.2851	6102.81	13222.75	158673.01
		Step H	78.5736	6285.89	13619.42	163433.09
		Step I	80.9308	6474.46	14028.01	168336.06
		Step J	83.3588	6668.70	14448.86	173386.30

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Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1147B	Environmental Utilities Operations Superintendent-B	Step A	62.2058	4976.46	10782.34	129388.06
		Step B	65.8066	5264.53	11406.48	136877.73
		Step C	67.7806	5422.45	11748.64	140983.65
		Step D	69.8142	5585.14	12101.13	145213.54
		Step E	71.9086	5752.69	12464.16	149569.89
		Step F	74.0658	5925.26	12838.07	154056.86
		Step G	76.2879	6103.03	13223.24	158678.83
		Step H	78.5764	6286.11	13619.91	163438.91
		Step I	80.9338	6474.70	14028.53	168342.30
		Step J	83.3618	6668.94	14449.38	173392.54

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1173B	Environmental Utilities Policy and Compliance Manager-B	Step A	64.9501	5196.01	11258.02	135096.21
		Step B	68.7096	5496.77	11909.66	142915.97
		Step C	70.7709	5661.67	12266.96	147203.47
		Step D	72.8940	5831.52	12634.96	151619.52
		Step E	75.0808	6006.46	13014.01	156168.06
		Step F	77.3333	6186.66	13404.44	160853.26
		Step G	79.6533	6372.26	13806.57	165678.86
		Step H	82.0428	6563.42	14220.75	170649.02
		Step I	84.5042	6760.34	14647.39	175768.74
		Step J	87.0393	6963.14	15086.81	181041.74

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
4321B	Facilities Supervisor-B	Step A	44.7161	3577.29	7750.79	93009.49
		Step B	47.3044	3784.35	8199.43	98393.15
		Step C	48.7236	3897.89	8445.42	101345.09
		Step D	50.1853	4014.82	8698.79	104385.42
		Step E	51.6909	4135.27	8959.76	107517.07
		Step F	53.2417	4259.34	9228.56	110742.74
		Step G	54.8388	4387.10	9505.39	114064.70
		Step H	56.4839	4518.71	9790.54	117486.51
		Step I	58.1785	4654.28	10084.27	121011.28
		Step J	59.9239	4793.91	10386.81	124641.71

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1155B	Finance Director-B	Step A	90.1842	7214.74	15631.93	187583.14
		Step B	95.4045	7632.36	16536.78	198441.36
		Step C	98.2666	7861.33	17032.88	204394.53
		Step D	101.2146	8097.17	17543.86	210526.37
		Step E	104.2511	8340.09	18070.19	216842.29
		Step F	107.3786	8590.29	18612.29	223347.49
		Step G	110.6000	8848.00	19170.67	230048.00
		Step H	113.9179	9113.43	19745.77	236949.23
		Step I	117.3355	9386.84	20338.15	244057.84
		Step J	120.8555	9668.44	20948.29	251379.44

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2900B	Finance Manager-B	Step A	66.4670	5317.36	11520.95	138251.36
		Step B	70.3144	5625.15	12187.83	146253.95
		Step C	72.4238	5793.90	12553.46	150641.50
		Step D	74.5965	5967.72	12930.06	155160.72
		Step E	76.8344	6146.75	13317.96	159815.55
		Step F	79.1395	6331.16	13717.51	164610.16
		Step G	81.5138	6521.10	14129.06	169548.70
		Step H	83.9591	6716.73	14552.91	174634.93
		Step I	86.4779	6918.23	14989.50	179874.03
		Step J	89.0721	7125.77	15439.16	185269.97

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0905ZB	Fire Battalion Chief 8Hr-ZB	Step A	63.0910	5047.28	10935.77	131229.28
		Step B	66.7386	5339.09	11568.02	138816.29
		Step C	68.7407	5499.26	11915.05	142980.66
		Step D	70.8030	5664.24	12272.52	147270.24
		Step E	72.9270	5834.16	12640.68	151688.16
		Step F	75.1149	6009.19	13019.92	156238.99
		Step G	77.3683	6189.46	13410.51	160926.06
		Step H	79.6893	6375.14	13812.81	165753.74
		Step I	82.0800	6566.40	14227.20	170726.40
		Step J	84.5476	6763.81	14654.92	175859.01

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0905B	Fire Battalion Chief-B	Step A	49.5713	5551.99	12029.30	144351.63
		Step B	52.4374	5872.99	12724.81	152697.71
		Step C	54.0108	6049.21	13106.62	157279.45
		Step D	55.6310	6230.67	13499.79	161997.47
		Step E	57.3000	6417.60	13904.80	166857.60
		Step F	59.0190	6610.13	14321.94	171863.33
		Step G	60.7894	6808.41	14751.56	177018.73
		Step H	62.6131	7012.67	15194.11	182329.35
		Step I	64.4915	7223.05	15649.94	187799.25
		Step J	66.4305	7440.22	16120.47	193445.62

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3330B	Fire Chief-B	Step A	97.3360	7786.88	16871.57	202458.88
		Step B	102.9699	8237.59	17848.12	214177.39
		Step C	106.0591	8484.73	18383.58	220602.93
		Step D	109.2409	8739.27	18935.09	227221.07
		Step E	112.5180	9001.44	19503.12	234037.44
		Step F	115.8936	9271.49	20088.22	241058.69
		Step G	119.3704	9549.63	20690.87	248290.43
		Step H	122.9515	9836.12	21311.59	255739.12
		Step I	126.6401	10131.21	21950.95	263411.41
		Step J	130.4393	10435.14	22609.48	271313.74

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3332B	Fire Division Chief-B	Step A	76.3426	6107.41	13232.72	158792.61
		Step B	80.7616	6460.93	13998.68	167984.13
		Step C	83.1844	6654.75	14418.63	173023.55
		Step D	85.6800	6854.40	14851.20	178214.40
		Step E	88.2504	7060.03	15296.74	183560.83
		Step F	90.8980	7271.84	15755.65	189067.84
		Step G	93.6249	7489.99	16228.32	194739.79
		Step H	96.4336	7714.69	16715.16	200581.89
		Step I	99.3266	7946.13	17216.61	206599.33
		Step J	102.3064	8184.51	17733.11	212797.31

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3332ZB	Fire Divison Chief 24Hr-ZB	Step A	49.5732	5552.20	12029.76	144357.16
		Step B	52.4425	5873.56	12726.05	152712.56
		Step C	54.0158	6049.77	13107.83	157294.01
		Step D	55.6363	6231.27	13501.08	162012.91
		Step E	57.3054	6418.20	13906.11	166873.32
		Step F	59.0245	6610.74	14323.28	171879.34
		Step G	60.7952	6809.06	14752.97	177035.62
		Step H	62.6190	7013.33	15195.54	182346.53
		Step I	64.4976	7223.73	15651.42	187817.01
		Step J	66.4326	7440.45	16120.98	193451.73

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
2565B	Fleet Services Supervisor-B	Step A	42.7576	3420.61	7411.32	88935.81
		Step B	45.2327	3618.62	7840.33	94084.02
		Step C	46.5897	3727.18	8075.55	96906.58
		Step D	47.9874	3838.99	8317.82	99813.79
		Step E	49.4269	3954.15	8567.33	102807.95
		Step F	50.9097	4072.78	8824.35	105892.18
		Step G	52.4370	4194.96	9089.08	109068.96
		Step H	54.0102	4320.82	9361.77	112341.22
		Step I	55.6305	4450.44	9642.62	115711.44
		Step J	57.2994	4583.95	9931.90	119182.75

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3451B	Government Relations Administrator-B	Step A	60.2237	4817.90	10438.77	125265.30
		Step B	63.7094	5096.75	11042.96	132515.55
		Step C	65.6207	5249.66	11374.25	136491.06
		Step D	67.5894	5407.15	11715.50	140585.95
		Step E	69.6170	5569.36	12066.95	144803.36
		Step F	71.7056	5736.45	12428.97	149147.65
		Step G	73.8567	5908.54	12801.83	153621.94
		Step H	76.0724	6085.79	13185.88	158230.59
		Step I	78.3546	6268.37	13581.46	162977.57
		Step J	80.7053	6456.42	13988.92	167867.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1647B	Government Relations Representative I-B	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.9711	3357.69	7274.99	87299.89
		Step C	43.2304	3458.43	7493.27	89919.23
		Step D	44.5272	3562.18	7718.05	92616.58
		Step E	45.8630	3669.04	7949.59	95395.04
		Step F	47.2389	3779.11	8188.08	98256.91
		Step G	48.6561	3892.49	8433.72	101204.69
		Step H	50.1158	4009.26	8686.74	104240.86
		Step I	51.6192	4129.54	8947.33	107367.94
		Step J	53.1677	4253.42	9215.73	110588.82

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1648B	Government Relations Representative II-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3589B	Housing Manager-B	Step A	61.3459	4907.67	10633.29	127599.47
		Step B	64.8994	5191.95	11249.23	134990.75
		Step C	66.8462	5347.70	11586.67	139040.10
		Step D	68.8517	5508.14	11934.29	143211.54
		Step E	70.9173	5673.38	12292.33	147507.98
		Step F	73.0447	5843.58	12661.08	151932.98
		Step G	75.2360	6018.88	13040.91	156490.88
		Step H	77.4930	6199.44	13432.12	161185.44
		Step I	79.8180	6385.44	13835.12	166021.44
		Step J	82.2123	6576.98	14250.13	171001.58

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3590B	Housing Supervisor-B	Step A	45.6281	3650.25	7908.87	94906.45
		Step B	48.2691	3861.53	8366.64	100399.73
		Step C	49.7171	3977.37	8617.63	103411.57
		Step D	51.2087	4096.70	8876.17	106514.10
		Step E	52.7449	4219.59	9142.45	109709.39
		Step F	54.3273	4346.18	9416.73	113000.78
		Step G	55.9571	4476.57	9699.23	116390.77
		Step H	57.6358	4610.86	9990.21	119882.46
		Step I	59.3648	4749.18	10289.90	123478.78
		Step J	61.1458	4891.66	10598.61	127183.26

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3594B	Human Resources Analyst I-B	Step A	41.3661	3309.29	7170.12	86041.49
		Step B	43.7606	3500.85	7585.17	91022.05
		Step C	45.0733	3605.86	7812.71	93752.46
		Step D	46.4257	3714.06	8047.12	96565.46
		Step E	47.8184	3825.47	8288.52	99462.27
		Step F	49.2530	3940.24	8537.19	102446.24
		Step G	50.7306	4058.45	8793.30	105519.65
		Step H	52.2525	4180.20	9057.10	108685.20
		Step I	53.8200	4305.60	9328.80	111945.60
		Step J	55.4346	4434.77	9608.66	115303.97

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3596B	Human Resources Analyst II-B	Step A	45.5027	3640.22	7887.13	94645.62
		Step B	48.1366	3850.93	8343.68	100124.13
		Step C	49.5806	3966.45	8593.97	103127.65
		Step D	51.0681	4085.45	8851.80	106221.65
		Step E	52.6002	4208.02	9117.37	109408.42
		Step F	54.1781	4334.25	9390.87	112690.45
		Step G	55.8035	4464.28	9672.61	116071.28
		Step H	57.4777	4598.22	9962.80	119553.62
		Step I	59.2020	4736.16	10261.68	123140.16
		Step J	60.9781	4878.25	10569.54	126834.45

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3598B	Human Resources Director-B	Step A	90.1775	7214.20	15630.77	187569.20
		Step B	95.3974	7631.79	16535.55	198426.59
		Step C	98.2594	7860.75	17031.63	204379.55
		Step D	101.2071	8096.57	17542.56	210510.77
		Step E	104.2433	8339.46	18068.84	216826.06
		Step F	107.3706	8589.65	18610.90	223330.85
		Step G	110.5917	8847.34	19169.23	230030.74
		Step H	113.9094	9112.75	19744.30	236931.55
		Step I	117.3267	9386.14	20336.63	244039.54
		Step J	120.8465	9667.72	20946.73	251360.72

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3599B	Human Resources Manager-B	Step A	61.0806	4886.45	10587.30	127047.65
		Step B	64.6165	5169.32	11200.19	134402.32
		Step C	66.5551	5324.41	11536.22	138434.61
		Step D	68.5517	5484.14	11882.29	142587.54
		Step E	70.6082	5648.66	12238.75	146865.06
		Step F	72.7265	5818.12	12605.93	151271.12
		Step G	74.9082	5992.66	12984.09	155809.06
		Step H	77.1555	6172.44	13373.62	160483.44
		Step I	79.4702	6357.62	13774.83	165298.02
		Step J	81.8544	6548.35	14188.10	170257.15

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1002B	Hydrogeologist-B	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.7408	5499.26	11915.07	142980.86
		Step C	70.8029	5664.23	12272.50	147270.03
		Step D	72.9272	5834.18	12640.71	151688.58
		Step E	75.1149	6009.19	13019.92	156238.99
		Step F	77.3684	6189.47	13410.52	160926.27
		Step G	79.6894	6375.15	13812.83	165753.95
		Step H	82.0800	6566.40	14227.20	170726.40
		Step I	84.5424	6763.39	14654.02	175848.19
		Step J	87.0788	6966.30	15093.66	181123.90

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1178B	Industrial Waste Supervisor-B	Step A	52.8677	4229.42	9163.73	109964.82
		Step B	55.9279	4474.23	9694.17	116330.03
		Step C	57.6057	4608.46	9984.99	119819.86
		Step D	59.3338	4746.70	10284.53	123414.30
		Step E	61.1138	4889.10	10593.06	127116.70
		Step F	62.9473	5035.78	10910.87	130930.38
		Step G	64.8357	5186.86	11238.19	134858.26
		Step H	66.7808	5342.46	11575.34	138904.06
		Step I	68.7842	5502.74	11922.59	143071.14
		Step J	70.8477	5667.82	12280.27	147363.22

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3625B	Information Security Administrator-B	Step A	60.0558	4804.46	10409.67	124916.06
		Step B	63.5320	5082.56	11012.21	132146.56
		Step C	65.4380	5235.04	11342.59	136111.04
		Step D	67.4012	5392.10	11682.87	140194.50
		Step E	69.4231	5553.85	12033.34	144400.05
		Step F	71.5057	5720.46	12394.32	148731.86
		Step G	73.6509	5892.07	12766.16	153193.87
		Step H	75.8606	6068.85	13149.17	157790.05
		Step I	78.1364	6250.91	13543.64	162523.71
		Step J	80.4806	6438.45	13949.97	167399.65

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9542B	Information Technology Client Services Supervisor-B	Step A	49.9531	3996.25	8658.54	103902.45
		Step B	52.8446	4227.57	9159.73	109916.77
		Step C	54.4300	4354.40	9434.53	113214.40
		Step D	56.0628	4485.02	9717.55	116610.62
		Step E	57.7448	4619.58	10009.10	120109.18
		Step F	59.4771	4758.17	10309.36	123712.37
		Step G	61.2613	4900.90	10618.63	127423.50
		Step H	63.0992	5047.94	10937.19	131246.34
		Step I	64.9923	5199.38	11265.33	135183.98
		Step J	66.9420	5355.36	11603.28	139239.36

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3602B	Information Technology Program Manager-B	Step A	60.0567	4804.54	10409.83	124917.94
		Step B	63.5329	5082.63	11012.37	132148.43
		Step C	65.4388	5235.10	11342.73	136112.70
		Step D	67.4018	5392.14	11682.98	140195.74
		Step E	69.4240	5553.92	12033.49	144401.92
		Step F	71.5067	5720.54	12394.49	148733.94
		Step G	73.6520	5892.16	12766.35	153196.16
		Step H	75.8615	6068.92	13149.33	157791.92
		Step I	78.1372	6250.98	13543.78	162525.38
		Step J	80.4814	6438.51	13950.11	167401.31

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1167B	Information Technology Supervisor-B	Step A	52.2245	4177.96	9052.25	108626.96
		Step B	55.2475	4419.80	9576.23	114914.80
		Step C	56.9050	4552.40	9863.53	118362.40
		Step D	58.6121	4688.97	10159.43	121913.17
		Step E	60.3704	4829.63	10464.20	125570.43
		Step F	62.1816	4974.53	10778.14	129337.73
		Step G	64.0471	5123.77	11101.50	133217.97
		Step H	65.9685	5277.48	11434.54	137214.48
		Step I	67.9476	5435.81	11777.58	141331.01
		Step J	69.9859	5598.87	12130.89	145570.67

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1140B	Intelligent Transportation Systems Maintenance Supervisor-B	Step A	62.2033	4976.26	10781.91	129382.86
		Step B	65.8039	5264.31	11406.01	136872.11
		Step C	67.7780	5422.24	11748.19	140978.24
		Step D	69.8114	5584.91	12100.64	145207.71
		Step E	71.9058	5752.46	12463.67	149564.06
		Step F	74.0629	5925.03	12837.57	154050.83
		Step G	76.2849	6102.79	13222.72	158672.59
		Step H	78.5734	6285.87	13619.39	163432.67
		Step I	80.9305	6474.44	14027.95	168335.44
		Step J	83.3586	6668.69	14448.82	173385.89

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1190B	Internal Control Accountant-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
3810B	Key Accounts Representative-B	Step A	61.9010	4952.08	10729.51	128754.08
		Step B	65.4842	5238.74	11350.59	136207.14
		Step C	67.4488	5395.90	11691.13	140293.50
		Step D	69.4722	5557.78	12041.85	144502.18
		Step E	71.5564	5724.51	12403.11	148837.31
		Step F	73.7030	5896.24	12775.19	153302.24
		Step G	75.9141	6073.13	13158.44	157901.33
		Step H	78.1915	6255.32	13553.19	162638.32
		Step I	80.5373	6442.98	13959.80	167517.58
		Step J	82.9534	6636.27	14378.59	172543.07

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9544B	Library Supervisor-B	Step A	39.5984	3167.87	6863.72	82364.67
		Step B	41.8909	3351.27	7261.09	87133.07
		Step C	43.1476	3451.81	7478.92	89747.01
		Step D	44.4420	3555.36	7703.28	92439.36
		Step E	45.7753	3662.02	7934.39	95212.62
		Step F	47.1485	3771.88	8172.41	98068.88
		Step G	48.5630	3885.04	8417.59	101011.04
		Step H	50.0199	4001.59	8670.12	104041.39
		Step I	51.5205	4121.64	8930.22	107162.64
		Step J	53.0661	4245.29	9198.12	110377.49

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
4449B	Management Analyst - City Manager Office-B	Step A	45.8243	3665.94	7942.88	95314.54
		Step B	48.4766	3878.13	8402.61	100831.33
		Step C	49.9307	3994.46	8654.65	103855.86
		Step D	51.4288	4114.30	8914.33	106971.90
		Step E	52.9718	4237.74	9181.78	110181.34
		Step F	54.5608	4364.86	9457.21	113486.46
		Step G	56.1976	4495.81	9740.92	116891.01
		Step H	57.8836	4630.69	10033.16	120397.89
		Step I	59.6200	4769.60	10334.13	124009.60
		Step J	61.4087	4912.70	10644.17	127730.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0045B	Management Analyst I-B	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.9711	3357.69	7274.99	87299.89
		Step C	43.2304	3458.43	7493.27	89919.23
		Step D	44.5272	3562.18	7718.05	92616.58
		Step E	45.8630	3669.04	7949.59	95395.04
		Step F	47.2389	3779.11	8188.08	98256.91
		Step G	48.6561	3892.49	8433.72	101204.69
		Step H	50.1158	4009.26	8686.74	104240.86
		Step I	51.6192	4129.54	8947.33	107367.94
		Step J	53.1677	4253.42	9215.73	110588.82

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
0050B	Management Analyst II-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1175B	Operational Technology and Security Administrator-B	Step A	62.2036	4976.29	10781.96	129383.49
		Step B	65.8042	5264.34	11406.06	136872.74
		Step C	67.7783	5422.26	11748.24	140978.86
		Step D	69.8117	5584.94	12100.69	145208.34
		Step E	71.9060	5752.48	12463.71	149564.48
		Step F	74.0633	5925.06	12837.64	154051.66
		Step G	76.2851	6102.81	13222.75	158673.01
		Step H	78.5736	6285.89	13619.42	163433.09
		Step I	80.9309	6474.47	14028.02	168336.27
		Step J	83.3588	6668.70	14448.86	173386.30

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1156B	Organizational Performance Program Administrator-B	Step A	52.3705	4189.64	9077.55	108930.64
		Step B	55.4019	4432.15	9603.00	115235.95
		Step C	57.0640	4565.12	9891.09	118693.12
		Step D	58.7760	4702.08	10187.84	122254.08
		Step E	60.5391	4843.13	10493.44	125921.33
		Step F	62.3553	4988.42	10808.25	129699.02
		Step G	64.2260	5138.08	11132.51	133590.08
		Step H	66.1527	5292.22	11466.47	137597.62
		Step I	68.1373	5450.98	11810.47	141725.58
		Step J	70.1815	5614.52	12164.79	145977.52

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5020B	Park Development Project Manager I-B	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.9711	3357.69	7274.99	87299.89
		Step C	43.2304	3458.43	7493.27	89919.23
		Step D	44.5272	3562.18	7718.05	92616.58
		Step E	45.8630	3669.04	7949.59	95395.04
		Step F	47.2389	3779.11	8188.08	98256.91
		Step G	48.6561	3892.49	8433.72	101204.69
		Step H	50.1158	4009.26	8686.74	104240.86
		Step I	51.6192	4129.54	8947.33	107367.94
		Step J	53.1677	4253.42	9215.73	110588.82

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5022B	Park Development Project Manager II-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1106B	Park Planning and Development Manager-B	Step A	55.2089	4416.71	9569.54	114834.51
		Step B	58.4052	4672.42	10123.57	121482.82
		Step C	60.1576	4812.61	10427.32	125127.81
		Step D	61.9621	4956.97	10740.10	128881.17
		Step E	63.8210	5105.68	11062.31	132747.68
		Step F	65.7357	5258.86	11394.19	136730.26
		Step G	67.7076	5416.61	11735.98	140831.81
		Step H	69.7389	5579.11	12088.08	145056.91
		Step I	71.8312	5746.50	12450.74	149408.90
		Step J	73.9861	5918.89	12824.26	153891.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5082B	Parks Recreation and Libraries Director-B	Step A	90.1823	7214.58	15631.60	187579.18
		Step B	95.4023	7632.18	16536.40	198436.78
		Step C	98.2643	7861.14	17032.48	204389.74
		Step D	101.2122	8096.98	17543.45	210521.38
		Step E	104.2486	8339.89	18069.76	216837.09
		Step F	107.3762	8590.10	18611.87	223342.50
		Step G	110.5974	8847.79	19170.22	230042.59
		Step H	113.9153	9113.22	19745.32	236943.82
		Step I	117.3328	9386.62	20337.69	244052.22
		Step J	120.8529	9668.23	20947.84	251374.03

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9547B	Parks Recreation and Libraries Manager-B	Step A	55.2089	4416.71	9569.54	114834.51
		Step B	58.4052	4672.42	10123.57	121482.82
		Step C	60.1576	4812.61	10427.32	125127.81
		Step D	61.9621	4956.97	10740.10	128881.17
		Step E	63.8210	5105.68	11062.31	132747.68
		Step F	65.7357	5258.86	11394.19	136730.26
		Step G	67.7076	5416.61	11735.98	140831.81
		Step H	69.7389	5579.11	12088.08	145056.91
		Step I	71.8312	5746.50	12450.74	149408.90
		Step J	73.9861	5918.89	12824.26	153891.09

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9546B	Parks and Open Space Superintendent-B	Step A	48.0084	3840.67	8321.46	99857.47
		Step B	50.7872	4062.98	8803.11	105637.38
		Step C	52.3109	4184.87	9067.22	108806.67
		Step D	53.8801	4310.41	9339.22	112070.61
		Step E	55.4965	4439.72	9619.39	115432.72
		Step F	57.1614	4572.91	9907.98	118895.71
		Step G	58.8763	4710.10	10205.23	122462.70
		Step H	60.6426	4851.41	10511.38	126136.61
		Step I	62.4619	4996.95	10826.73	129920.75
		Step J	64.3357	5146.86	11151.52	133818.26

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5069B	Parks and Open Space Supervisor-B	Step A	40.4635	3237.08	7013.67	84164.08
		Step B	42.8060	3424.48	7419.71	89036.48
		Step C	44.0903	3527.22	7642.32	91707.82
		Step D	45.4130	3633.04	7871.59	94459.04
		Step E	46.7754	3742.03	8107.74	97292.83
		Step F	48.1785	3854.28	8350.94	100211.28
		Step G	49.6239	3969.91	8601.48	103217.71
		Step H	51.1127	4089.02	8859.53	106314.42
		Step I	52.6461	4211.69	9125.32	109503.89
		Step J	54.2254	4338.03	9399.07	112788.83

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1124B	Payroll Analyst I-B	Step A	39.6746	3173.97	6876.93	82523.17
		Step B	41.9711	3357.69	7274.99	87299.89
		Step C	43.2304	3458.43	7493.27	89919.23
		Step D	44.5272	3562.18	7718.05	92616.58
		Step E	45.8630	3669.04	7949.59	95395.04
		Step F	47.2389	3779.11	8188.08	98256.91
		Step G	48.6561	3892.49	8433.72	101204.69
		Step H	50.1158	4009.26	8686.74	104240.86
		Step I	51.6192	4129.54	8947.33	107367.94
		Step J	53.1677	4253.42	9215.73	110588.82

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1125B	Payroll Analyst II-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9428B	Payroll Supervisor-B	Step A	52.5526	4204.21	9109.12	109309.41
		Step B	55.5944	4447.55	9636.36	115636.35
		Step C	57.2623	4580.98	9925.47	119105.58
		Step D	58.9801	4718.41	10223.22	122678.61
		Step E	60.7496	4859.97	10529.93	126359.17
		Step F	62.5720	5005.76	10845.81	130149.76
		Step G	64.4492	5155.94	11171.19	134054.34
		Step H	66.3827	5310.62	11506.33	138076.02
		Step I	68.3742	5469.94	11851.53	142218.34
		Step J	70.4254	5634.03	12207.07	146484.83

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1501B	Permits Supervisor-B	Step A	43.6423	3491.38	7564.67	90775.98
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5309B	Planning Manager-B	Step A	70.0968	5607.74	12150.11	145801.34
		Step B	74.1544	5932.35	12853.43	154241.15
		Step C	76.3790	6110.32	13239.03	158868.32
		Step D	78.6703	6293.62	13636.19	163634.22
		Step E	81.0305	6482.44	14045.29	168543.44
		Step F	83.4613	6676.90	14466.63	173599.50
		Step G	85.9653	6877.22	14900.65	178807.82
		Step H	88.5442	7083.54	15347.66	184171.94
		Step I	91.2005	7296.04	15808.09	189697.04
		Step J	93.9365	7514.92	16282.33	195387.92

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5400B	Police Captain-B	Step A	84.9904	6799.23	14731.67	176780.03
		Step B	89.9099	7192.79	15584.38	187012.59
		Step C	92.6072	7408.58	16051.91	192622.98
		Step D	95.3855	7630.84	16533.49	198401.84
		Step E	98.2471	7859.77	17029.50	204353.97
		Step F	101.1945	8095.56	17540.38	210484.56
		Step G	104.2303	8338.42	18066.59	216799.02
		Step H	107.3570	8588.56	18608.55	223302.56
		Step I	110.5778	8846.22	19166.82	230001.82
		Step J	113.8952	9111.62	19741.83	236902.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5410B	Police Chief-B	Step A	105.8778	8470.22	18352.15	220225.82
		Step B	112.0065	8960.52	19414.46	232973.52
		Step C	115.3668	9229.34	19996.91	239962.94
		Step D	118.8275	9506.20	20596.77	247161.20
		Step E	122.3925	9791.40	21214.70	254576.40
		Step F	126.0643	10085.14	21851.15	262213.74
		Step G	129.8462	10387.70	22506.67	270080.10
		Step H	133.7417	10699.34	23181.89	278182.74
		Step I	137.7538	11020.30	23877.33	286527.90
		Step J	141.8865	11350.92	24593.66	295123.92

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5420B	Police Lieutenant-B	Step A	70.8290	5666.32	12277.03	147324.32
		Step B	74.9290	5994.32	12987.69	155852.32
		Step C	77.1769	6174.15	13377.33	160527.95
		Step D	79.4923	6359.38	13778.67	165343.98
		Step E	81.8771	6550.17	14192.03	170304.37
		Step F	84.3333	6746.66	14617.77	175413.26
		Step G	86.8632	6949.06	15056.29	180675.46
		Step H	89.4692	7157.54	15507.99	186095.94
		Step I	92.1533	7372.26	15973.24	191678.86
		Step J	94.9179	7593.43	16452.44	197429.23

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5489B	Police Services Administrator-B	Step A	58.4790	4678.32	10136.36	121636.32
		Step B	61.8639	4949.11	10723.08	128676.91
		Step C	63.7199	5097.59	11044.78	132537.39
		Step D	65.6316	5250.53	11376.14	136513.73
		Step E	67.6005	5408.04	11717.42	140609.04
		Step F	69.6286	5570.29	12068.96	144827.49
		Step G	71.7173	5737.38	12431.00	149171.98
		Step H	73.8690	5909.52	12803.96	153647.52
		Step I	76.0850	6086.80	13188.07	158256.80
		Step J	78.3675	6269.40	13583.70	163004.40

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1138B	Police Social Services Practitioner I-B	Step A	39.8664	3189.31	6910.18	82922.11
		Step B	42.1740	3373.92	7310.16	87721.92
		Step C	43.4392	3475.14	7529.46	90353.54
		Step D	44.7424	3579.39	7755.35	93064.19
		Step E	46.0846	3686.77	7988.00	95855.97
		Step F	47.4672	3797.38	8227.65	98731.78
		Step G	48.8913	3911.30	8474.49	101693.90
		Step H	50.3580	4028.64	8728.72	104744.64
		Step I	51.8687	4149.50	8990.57	107886.90
		Step J	53.4248	4273.98	9260.30	111123.58

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1139B	Police Social Services Practitioner II-B	Step A	43.8530	3508.24	7601.19	91214.24
		Step B	46.3914	3711.31	8041.18	96494.11
		Step C	47.7831	3822.65	8282.40	99388.85
		Step D	49.2166	3937.33	8530.88	102370.53
		Step E	50.6931	4055.45	8786.80	105441.65
		Step F	52.2139	4177.11	9050.41	108604.91
		Step G	53.7803	4302.42	9321.92	111863.02
		Step H	55.3937	4431.50	9601.57	115218.90
		Step I	57.0556	4564.45	9889.64	118675.65
		Step J	58.7672	4701.38	10186.31	122235.78

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1126B	Police Social Services Supervisor-B	Step A	50.4309	4034.47	8741.36	104896.27
		Step B	53.3501	4268.01	9247.35	110968.21
		Step C	54.9506	4396.05	9524.77	114297.25
		Step D	56.5991	4527.93	9810.51	117726.13
		Step E	58.2970	4663.76	10104.81	121257.76
		Step F	60.0459	4803.67	10407.96	124895.47
		Step G	61.8474	4947.79	10720.22	128642.59
		Step H	63.7029	5096.23	11041.84	132502.03
		Step I	65.6140	5249.12	11373.09	136477.12
		Step J	67.5824	5406.59	11714.28	140571.39

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5505B	Power Engineering Manager-B	Step A	92.1968	7375.74	15980.78	191769.34
		Step B	97.5335	7802.68	16905.81	202869.68
		Step C	100.4594	8036.75	17412.96	208955.55
		Step D	103.4732	8277.86	17935.35	215224.26
		Step E	106.5774	8526.19	18473.42	221680.99
		Step F	109.7748	8781.98	19027.63	228331.58
		Step G	113.0680	9045.44	19598.45	235181.44
		Step H	116.4601	9316.81	20186.42	242237.01
		Step I	119.9539	9596.31	20792.01	249504.11
		Step J	123.5525	9884.20	21415.77	256989.20

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5600B	Power Generation Superintendent-B	Step A	94.2884	7543.07	16343.32	196119.87
		Step B	99.7461	7979.69	17289.32	207471.89
		Step C	102.7385	8219.08	17808.01	213696.08
		Step D	105.8207	8465.66	18342.25	220107.06
		Step E	108.9953	8719.62	18892.52	226710.22
		Step F	112.2651	8981.21	19459.28	233511.41
		Step G	115.6332	9250.66	20043.09	240517.06
		Step H	119.1021	9528.17	20644.36	247732.37
		Step I	122.6752	9814.02	21263.70	255164.42
		Step J	126.3554	10108.43	21901.60	262819.23

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5530B	Power Plant Operations and Maintenance Supervisor-B	Step A	85.7096	6856.77	14856.33	178275.97
		Step B	90.6710	7253.68	15716.31	188595.68
		Step C	93.3911	7471.29	16187.79	194253.49
		Step D	96.1927	7695.42	16673.40	200080.82
		Step E	99.0785	7926.28	17173.61	206083.28
		Step F	102.0509	8164.07	17688.82	212265.87
		Step G	105.1125	8409.00	18219.50	218634.00
		Step H	108.2657	8661.26	18766.05	225192.66
		Step I	111.5139	8921.11	19329.08	231948.91
		Step J	114.8592	9188.74	19908.93	238907.14

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5535B	Power Supply and Portfolio Administrator-B	Step A	92.2015	7376.12	15981.59	191779.12
		Step B	97.5385	7803.08	16906.67	202880.08
		Step C	100.4646	8037.17	17413.86	208966.37
		Step D	103.4785	8278.28	17936.27	215235.28
		Step E	106.5828	8526.62	18474.35	221692.22
		Step F	109.7804	8782.43	19028.60	228343.23
		Step G	113.0738	9045.90	19599.46	235193.50
		Step H	116.4660	9317.28	20187.44	242249.28
		Step I	119.9600	9596.80	20793.07	249516.80
		Step J	123.5587	9884.70	21416.84	257002.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5519B	Preventative Maintenance Supervisor-B	Step A	56.5482	4523.86	9801.69	117620.26
		Step B	59.8220	4785.76	10369.15	124429.76
		Step C	61.6167	4929.34	10680.23	128162.74
		Step D	63.4652	5077.22	11000.63	132007.62
		Step E	65.3691	5229.53	11330.64	135967.73
		Step F	67.3302	5386.42	11670.57	140046.82
		Step G	69.3501	5548.01	12020.68	144248.21
		Step H	71.4306	5714.45	12381.30	148575.65
		Step I	73.5735	5885.88	12752.74	153032.88
		Step J	75.7807	6062.46	13135.32	157623.86

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5514B	Principal Engineer-B	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.7408	5499.26	11915.07	142980.86
		Step C	70.8029	5664.23	12272.50	147270.03
		Step D	72.9272	5834.18	12640.71	151688.58
		Step E	75.1149	6009.19	13019.92	156238.99
		Step F	77.3684	6189.47	13410.52	160926.27
		Step G	79.6894	6375.15	13812.83	165753.95
		Step H	82.0800	6566.40	14227.20	170726.40
		Step I	84.5424	6763.39	14654.02	175848.19
		Step J	87.0788	6966.30	15093.66	181123.90

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5513B	Principal Planner-B	Step A	58.4155	4673.24	10125.35	121504.24
		Step B	61.7969	4943.75	10711.46	128537.55
		Step C	63.6508	5092.06	11032.81	132393.66
		Step D	65.5604	5244.83	11363.80	136365.63
		Step E	67.5272	5402.18	11704.71	140456.58
		Step F	69.5530	5564.24	12055.85	144670.24
		Step G	71.6395	5731.16	12417.51	149010.16
		Step H	73.7887	5903.10	12790.04	153480.50
		Step I	76.0024	6080.19	13173.75	158084.99
		Step J	78.2824	6262.59	13568.95	162827.39

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1114B	Principal Power Engineer-B	Step A	88.1928	7055.42	15286.75	183441.02
		Step B	93.2978	7463.82	16171.62	194059.42
		Step C	96.0967	7687.74	16656.76	199881.14
		Step D	98.9797	7918.38	17156.48	205877.78
		Step E	101.9491	8155.93	17671.18	212054.13
		Step F	105.0076	8400.61	18201.32	218415.81
		Step G	108.1578	8652.62	18747.35	224968.22
		Step H	111.4024	8912.19	19309.75	231716.99
		Step I	114.7446	9179.57	19889.06	238668.77
		Step J	118.1869	9454.95	20485.73	245828.75

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1115B	Principal Power Plant Engineer-B	Step A	88.1928	7055.42	15286.75	183441.02
		Step B	93.2978	7463.82	16171.62	194059.42
		Step C	96.0967	7687.74	16656.76	199881.14
		Step D	98.9797	7918.38	17156.48	205877.78
		Step E	101.9491	8155.93	17671.18	212054.13
		Step F	105.0076	8400.61	18201.32	218415.81
		Step G	108.1578	8652.62	18747.35	224968.22
		Step H	111.4024	8912.19	19309.75	231716.99
		Step I	114.7446	9179.57	19889.06	238668.77
		Step J	118.1869	9454.95	20485.73	245828.75

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1004B	Process Engineer-B	Step A	64.9797	5198.38	11263.15	135157.78
		Step B	68.7408	5499.26	11915.07	142980.86
		Step C	70.8029	5664.23	12272.50	147270.03
		Step D	72.9272	5834.18	12640.71	151688.58
		Step E	75.1149	6009.19	13019.92	156238.99
		Step F	77.3684	6189.47	13410.52	160926.27
		Step G	79.6894	6375.15	13812.83	165753.95
		Step H	82.0800	6566.40	14227.20	170726.40
		Step I	84.5424	6763.39	14654.02	175848.19
		Step J	87.0788	6966.30	15093.66	181123.90

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1069B	Project Supervisor-B	Step A	56.5042	4520.34	9794.06	117528.74
		Step B	59.7750	4782.00	10361.00	124332.00
		Step C	61.5682	4925.46	10671.82	128061.86
		Step D	63.4154	5073.23	10992.00	131904.03
		Step E	65.3178	5225.42	11321.75	135861.02
		Step F	67.2773	5382.18	11661.40	139936.78
		Step G	69.2957	5543.66	12011.25	144135.06
		Step H	71.3744	5709.95	12371.56	148458.75
		Step I	73.5156	5881.25	12742.70	152912.45
		Step J	75.7212	6057.70	13125.01	157500.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5610B	Public Affairs and Communications Director-B	Step A	74.5290	5962.32	12918.36	155020.32
		Step B	78.8430	6307.44	13666.12	163993.44
		Step C	81.2084	6496.67	14076.12	168913.47
		Step D	83.6446	6691.57	14498.40	173980.77
		Step E	86.1540	6892.32	14933.36	179200.32
		Step F	88.7386	7099.09	15381.36	184576.29
		Step G	91.4007	7312.06	15842.79	190113.46
		Step H	94.1428	7531.42	16318.09	195817.02
		Step I	96.9670	7757.36	16807.61	201691.36
		Step J	99.8760	7990.08	17311.84	207742.08

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1108B	Public Affairs and Communications Manager-B	Step A	59.5162	4761.30	10316.14	123793.70
		Step B	62.9611	5036.89	10913.26	130959.09
		Step C	64.8501	5188.01	11240.68	134888.21
		Step D	66.7955	5343.64	11577.89	138934.64
		Step E	68.7994	5503.95	11925.23	143102.75
		Step F	70.8634	5669.07	12282.99	147395.87
		Step G	72.9893	5839.14	12651.48	151817.74
		Step H	75.1790	6014.32	13031.03	156372.32
		Step I	77.4343	6194.74	13421.95	161063.34
		Step J	79.7575	6380.60	13824.63	165895.60

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5635B	Public Works Director-B	Step A	90.1837	7214.70	15631.84	187582.10
		Step B	95.4039	7632.31	16536.68	198440.11
		Step C	98.2661	7861.29	17032.79	204393.49
		Step D	101.2141	8097.13	17543.78	210525.33
		Step E	104.2505	8340.04	18070.09	216841.04
		Step F	107.3781	8590.25	18612.20	223346.45
		Step G	110.5993	8847.94	19170.55	230046.54
		Step H	113.9174	9113.39	19745.68	236948.19
		Step I	117.3349	9386.79	20338.05	244056.59
		Step J	120.8549	9668.39	20948.18	251378.19

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1087B	Public Works Manager-B	Step A	62.1546	4972.37	10773.46	129281.57
		Step B	65.7525	5260.20	11397.10	136765.20
		Step C	67.7252	5418.02	11739.03	140868.42
		Step D	69.7568	5580.54	12091.18	145094.14
		Step E	71.8495	5747.96	12453.91	149446.96
		Step F	74.0050	5920.40	12827.53	153930.40
		Step G	76.2252	6098.02	13212.37	158548.42
		Step H	78.5121	6280.97	13608.76	163305.17
		Step I	80.8672	6469.38	14016.98	168203.78
		Step J	83.2934	6663.47	14437.52	173250.27

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1129B	Purchasing Supervisor-B	Step A	44.0706	3525.65	7638.90	91666.85
		Step B	46.6216	3729.73	8081.08	96972.93
		Step C	48.0203	3841.62	8323.52	99882.22
		Step D	49.4609	3956.87	8573.22	102878.67
		Step E	50.9447	4075.58	8830.41	105964.98
		Step F	52.4731	4197.85	9095.34	109144.05
		Step G	54.0471	4323.77	9368.16	112417.97
		Step H	55.6686	4453.49	9649.22	115790.69
		Step I	57.3385	4587.08	9938.67	119264.08
		Step J	59.0588	4724.70	10236.86	122842.30

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5652B	Purchasing and Warehouse Manager-B	Step A	56.6258	4530.06	9815.14	117781.66
		Step B	59.9036	4792.29	10383.29	124599.49
		Step C	61.7007	4936.06	10694.79	128337.46
		Step D	63.5516	5084.13	11015.61	132187.33
		Step E	65.4582	5236.66	11346.09	136153.06
		Step F	67.4220	5393.76	11686.48	140237.76
		Step G	69.4447	5555.58	12037.08	144444.98
		Step H	71.5280	5722.24	12398.19	148778.24
		Step I	73.6739	5893.91	12770.14	153241.71
		Step J	75.8840	6070.72	13153.23	157838.72

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1143B	Recreation Superintendent-B	Step A	48.0084	3840.67	8321.46	99857.47
		Step B	50.7663	4061.30	8799.49	105593.90
		Step C	52.3109	4184.87	9067.22	108806.67
		Step D	53.8801	4310.41	9339.22	112070.61
		Step E	55.4965	4439.72	9619.39	115432.72
		Step F	57.1614	4572.91	9907.98	118895.71
		Step G	58.8763	4710.10	10205.23	122462.70
		Step H	60.6426	4851.41	10511.38	126136.61
		Step I	62.4619	4996.95	10826.73	129920.75
		Step J	64.3357	5146.86	11151.52	133818.26

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1144B	Recreation Supervisor-B	Step A	38.6048	3088.38	6691.50	80297.98
		Step B	40.8398	3267.18	7078.90	84946.78
		Step C	42.0650	3365.20	7291.27	87495.20
		Step D	43.3269	3466.15	7510.00	90119.95
		Step E	44.6267	3570.14	7735.29	92823.54
		Step F	45.9655	3677.24	7967.35	95608.24
		Step G	47.3445	3787.56	8206.38	98476.56
		Step H	48.7648	3901.18	8452.57	101430.78
		Step I	50.2278	4018.22	8706.15	104473.82
		Step J	51.7346	4138.77	8967.33	107607.97

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6231B	Refuse Superintendent-B	Step A	55.2014	4416.11	9568.24	114818.91
		Step B	58.3966	4671.73	10122.08	121464.93
		Step C	60.1485	4811.88	10425.74	125108.88
		Step D	61.9530	4956.24	10738.52	128862.24
		Step E	63.8117	5104.94	11060.69	132728.34
		Step F	65.7261	5258.09	11392.52	136710.29
		Step G	67.6977	5415.82	11734.27	140811.22
		Step H	69.7286	5578.29	12086.29	145035.49
		Step I	71.8205	5745.64	12448.89	149386.64
		Step J	73.9751	5918.01	12822.35	153868.21

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6235B	Refuse Supervisor-B	Step A	46.0012	3680.10	7973.54	95682.50
		Step B	48.6632	3893.06	8434.95	101219.46
		Step C	50.1230	4009.84	8687.99	104255.84
		Step D	51.6267	4130.14	8948.63	107383.54
		Step E	53.1754	4254.03	9217.07	110604.83
		Step F	54.7708	4381.66	9493.61	113923.26
		Step G	56.4139	4513.11	9778.41	117340.91
		Step H	58.1064	4648.51	10071.78	120861.31
		Step I	59.8496	4787.97	10373.93	124487.17
		Step J	61.6450	4931.60	10685.13	128221.60

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6244B	Refuse and Stormwater Manager-B	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	77.3355	6186.84	13404.82	160857.84
		Step C	79.6556	6372.45	13806.97	165683.65
		Step D	82.0454	6563.63	14221.20	170654.43
		Step E	84.5068	6760.54	14647.85	175774.14
		Step F	87.0421	6963.37	15087.30	181047.57
		Step G	89.6531	7172.25	15539.87	186478.45
		Step H	92.3428	7387.42	16006.09	192073.02
		Step I	95.1131	7609.05	16486.27	197835.25
		Step J	97.9664	7837.31	16980.84	203770.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6450B	Risk Manager-B	Step A	67.1889	5375.11	11646.08	139752.91
		Step B	71.0780	5686.24	12320.19	147842.24
		Step C	73.2104	5856.83	12689.80	152277.63
		Step D	75.4068	6032.54	13070.51	156846.14
		Step E	77.6690	6213.52	13462.63	161551.52
		Step F	79.9990	6399.92	13866.49	166397.92
		Step G	82.3989	6591.91	14282.48	171389.71
		Step H	84.8708	6789.66	14710.94	176531.26
		Step I	87.4170	6993.36	15152.28	181827.36
		Step J	90.0395	7203.16	15606.85	187282.16

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
6500B	Safety Coordinator-B	Step A	43.6422	3491.38	7564.65	90775.78
		Step B	46.1684	3693.47	8002.52	96030.27
		Step C	47.5533	3804.26	8242.57	98910.86
		Step D	48.9799	3918.39	8489.85	101878.19
		Step E	50.4493	4035.94	8744.55	104934.54
		Step F	51.9628	4157.02	9006.89	108082.62
		Step G	53.5216	4281.73	9277.08	111324.93
		Step H	55.1273	4410.18	9555.40	114664.78
		Step I	56.7813	4542.50	9842.09	118105.10
		Step J	58.4847	4678.78	10137.35	121648.18

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7130B	Senior Business Systems Analyst-B	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	50.3298	4026.38	8723.83	104685.98
		Step C	51.8397	4147.18	8985.55	107826.58
		Step D	53.3949	4271.59	9255.12	111061.39
		Step E	54.9967	4399.74	9532.76	114393.14
		Step F	56.6467	4531.74	9818.76	117825.14
		Step G	58.3461	4667.69	10113.32	121359.89
		Step H	60.0965	4807.72	10416.73	125000.72
		Step I	61.8993	4951.94	10729.21	128750.54
		Step J	63.7563	5100.50	11051.09	132613.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7145B	Senior Database Analyst-B	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	50.3298	4026.38	8723.83	104685.98
		Step C	51.8397	4147.18	8985.55	107826.58
		Step D	53.3949	4271.59	9255.12	111061.39
		Step E	54.9967	4399.74	9532.76	114393.14
		Step F	56.6467	4531.74	9818.76	117825.14
		Step G	58.3461	4667.69	10113.32	121359.89
		Step H	60.0965	4807.72	10416.73	125000.72
		Step I	61.8993	4951.94	10729.21	128750.54
		Step J	63.7563	5100.50	11051.09	132613.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7123B	Senior Deputy City Attorney-B	Step A	86.2040	6896.32	14942.03	179304.32
		Step B	91.1938	7295.50	15806.93	189683.10
		Step C	93.9296	7514.37	16281.13	195373.57
		Step D	96.7476	7739.81	16769.58	201235.01
		Step E	99.6499	7971.99	17272.65	207271.79
		Step F	102.6394	8211.15	17790.83	213489.95
		Step G	105.7187	8457.50	18324.57	219894.90
		Step H	108.8902	8711.22	18874.30	226491.62
		Step I	112.1569	8972.55	19440.53	233286.35
		Step J	115.5216	9241.73	20023.74	240284.93

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1097B	Senior Development Services Business Analyst-B	Step A	47.5751	3806.01	8246.35	98956.21
		Step B	50.3290	4026.32	8723.69	104684.32
		Step C	51.8390	4147.12	8985.43	107825.12
		Step D	53.3941	4271.53	9254.98	111059.73
		Step E	54.9959	4399.67	9532.62	114391.47
		Step F	56.6458	4531.66	9818.61	117823.26
		Step G	58.3453	4667.62	10113.19	121358.22
		Step H	60.0954	4807.63	10416.54	124998.43
		Step I	61.8983	4951.86	10729.04	128748.46
		Step J	63.7553	5100.42	11050.92	132611.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7128B	Senior Electric Business Analyst-B	Step A	62.1255	4970.04	10768.42	129221.04
		Step B	65.7218	5257.74	11391.78	136701.34
		Step C	67.6934	5415.47	11733.52	140802.27
		Step D	69.7242	5577.94	12085.53	145026.34
		Step E	71.8160	5745.28	12448.11	149377.28
		Step F	73.9704	5917.63	12821.54	153858.43
		Step G	76.1895	6095.16	13206.18	158474.16
		Step H	78.4751	6278.01	13602.35	163228.21
		Step I	80.8294	6466.35	14010.43	168125.15
		Step J	83.2543	6660.34	14430.75	173168.94

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1023B	Senior Electric Technology Systems Analyst-B	Step A	66.3651	5309.21	11503.28	138039.41
		Step B	70.2064	5616.51	12169.11	146029.31
		Step C	72.3126	5785.01	12534.18	150410.21
		Step D	74.4820	5958.56	12910.21	154922.56
		Step E	76.7165	6137.32	13297.53	159570.32
		Step F	79.0178	6321.42	13696.42	164357.02
		Step G	81.3885	6511.08	14107.34	169288.08
		Step H	83.8301	6706.41	14530.55	174366.61
		Step I	86.3450	6907.60	14966.47	179597.60
		Step J	88.9354	7114.83	15415.47	184985.63

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7163B	Senior Energy Services Account Representative-B	Step A	61.9010	4952.08	10729.51	128754.08
		Step B	65.4842	5238.74	11350.59	136207.14
		Step C	67.4488	5395.90	11691.13	140293.50
		Step D	69.4722	5557.78	12041.85	144502.18
		Step E	71.5564	5724.51	12403.11	148837.31
		Step F	73.7030	5896.24	12775.19	153302.24
		Step G	75.9141	6073.13	13158.44	157901.33
		Step H	78.1915	6255.32	13553.19	162638.32
		Step I	80.5373	6442.98	13959.80	167517.58
		Step J	82.9534	6636.27	14378.59	172543.07

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7142B	Senior Engineer-B	Step A	57.7606	4620.85	10011.84	120142.05
		Step B	61.1041	4888.33	10591.38	127096.53
		Step C	62.9373	5034.98	10909.13	130909.58
		Step D	64.8254	5186.03	11236.40	134836.83
		Step E	66.7700	5341.60	11573.47	138881.60
		Step F	68.7731	5501.85	11920.67	143048.05
		Step G	70.8364	5666.91	12278.31	147339.71
		Step H	72.9615	5836.92	12646.66	151759.92
		Step I	75.1503	6012.02	13026.05	156312.62
		Step J	77.4048	6192.38	13416.83	161001.98

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1065B	Senior Environmental Utilities Business Analyst-B	Step A	50.4085	4032.68	8737.47	104849.68
		Step B	53.3262	4266.10	9243.21	110918.50
		Step C	54.9261	4394.09	9520.52	114246.29
		Step D	56.5738	4525.90	9806.13	117673.50
		Step E	58.2711	4661.69	10100.32	121203.89
		Step F	60.0191	4801.53	10403.31	124839.73
		Step G	61.8198	4945.58	10715.43	128585.18
		Step H	63.6743	5093.94	11036.88	132442.54
		Step I	65.5846	5246.77	11368.00	136415.97
		Step J	67.5521	5404.17	11709.03	140508.37

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7161B	Senior GIS Analyst-B	Step A	47.3692	3789.54	8210.66	98527.94
		Step B	50.1111	4008.89	8685.92	104231.09
		Step C	51.6143	4129.14	8946.48	107357.74
		Step D	53.1628	4253.02	9214.89	110578.62
		Step E	54.7578	4380.62	9491.35	113896.22
		Step F	56.4004	4512.03	9776.07	117312.83
		Step G	58.0925	4647.40	10069.37	120832.40
		Step H	59.8352	4786.82	10371.43	124457.22
		Step I	61.6303	4930.42	10682.59	128191.02
		Step J	63.4793	5078.34	11003.08	132036.94

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7150B	Senior Human Resources Analyst-B	Step A	50.0515	4004.12	8675.59	104107.12
		Step B	52.9483	4235.86	9177.71	110132.46
		Step C	54.5368	4362.94	9453.05	113436.54
		Step D	56.1728	4493.82	9736.62	116839.42
		Step E	57.8580	4628.64	10028.72	120344.64
		Step F	59.5939	4767.51	10329.61	123955.31
		Step G	61.3818	4910.54	10639.51	127674.14
		Step H	63.2230	5057.84	10958.65	131503.84
		Step I	65.1196	5209.57	11287.40	135448.77
		Step J	67.0734	5365.87	11626.06	139512.67

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7194B	Senior Information Technology Analyst-B	Step A	47.5759	3806.07	8246.49	98957.87
		Step B	50.3298	4026.38	8723.83	104685.98
		Step C	51.8397	4147.18	8985.55	107826.58
		Step D	53.3949	4271.59	9255.12	111061.39
		Step E	54.9967	4399.74	9532.76	114393.14
		Step F	56.6467	4531.74	9818.76	117825.14
		Step G	58.3461	4667.69	10113.32	121359.89
		Step H	60.0965	4807.72	10416.73	125000.72
		Step I	61.8993	4951.94	10729.21	128750.54
		Step J	63.7563	5100.50	11051.09	132613.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1119B	Senior Park Development Project Manager-B	Step A	48.0062	3840.50	8321.07	99852.90
		Step B	50.7852	4062.82	8802.77	105633.22
		Step C	52.3087	4184.70	9066.84	108802.10
		Step D	53.8779	4310.23	9338.84	112066.03
		Step E	55.4943	4439.54	9619.01	115428.14
		Step F	57.1591	4572.73	9907.58	118890.93
		Step G	58.8739	4709.91	10204.81	122457.71
		Step H	60.6400	4851.20	10510.93	126131.20
		Step I	62.4593	4996.74	10826.28	129915.34
		Step J	64.3330	5146.64	11151.05	133812.64

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7180B	Senior Planner-B	Step A	50.7972	4063.78	8804.85	105658.18
		Step B	53.7376	4299.01	9314.52	111774.21
		Step C	55.3497	4427.98	9593.95	115127.38
		Step D	57.0102	4560.82	9881.77	118581.22
		Step E	58.7204	4697.63	10178.20	122138.43
		Step F	60.4822	4838.58	10483.58	125802.98
		Step G	62.2966	4983.73	10798.08	129576.93
		Step H	64.1656	5133.25	11122.04	133464.45
		Step I	66.0904	5287.23	11455.67	137468.03
		Step J	68.0732	5445.86	11799.35	141592.26

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7151B	Senior Power Engineer-B	Step A	80.1755	6414.04	13897.09	166765.04
		Step B	84.8163	6785.30	14701.49	176417.90
		Step C	87.3607	6988.86	15142.52	181710.26
		Step D	89.9816	7198.53	15596.81	187161.73
		Step E	92.6810	7414.48	16064.71	192776.48
		Step F	95.4614	7636.91	16546.64	198559.71
		Step G	98.3252	7866.02	17043.03	204516.42
		Step H	101.2750	8102.00	17554.33	210652.00
		Step I	104.3133	8345.06	18080.97	216971.66
		Step J	107.4426	8595.41	18623.38	223480.61

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
5555B	Senior Power Plant Engineer-B	Step A	80.1755	6414.04	13897.09	166765.04
		Step B	84.8163	6785.30	14701.49	176417.90
		Step C	87.3607	6988.86	15142.52	181710.26
		Step D	89.9816	7198.53	15596.81	187161.73
		Step E	92.6810	7414.48	16064.71	192776.48
		Step F	95.4614	7636.91	16546.64	198559.71
		Step G	98.3252	7866.02	17043.03	204516.42
		Step H	101.2750	8102.00	17554.33	210652.00
		Step I	104.3133	8345.06	18080.97	216971.66
		Step J	107.4426	8595.41	18623.38	223480.61

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Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1029B	Senior Utility Billing Analyst-B	Step A	48.4793	3878.34	8403.08	100836.94
		Step B	51.2856	4102.85	8889.50	106674.05
		Step C	52.8241	4225.93	9156.18	109874.13
		Step D	54.4087	4352.70	9430.84	113170.10
		Step E	56.0411	4483.29	9713.79	116565.49
		Step F	57.7221	4617.77	10005.16	120061.97
		Step G	59.4541	4756.33	10305.38	123664.53
		Step H	61.2376	4899.01	10614.52	127374.21
		Step I	63.0747	5045.98	10932.95	131195.38
		Step J	64.9669	5197.35	11260.93	135131.15

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Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1073B	Street Maintenance Manager-B	Step A	62.1654	4973.23	10775.34	129304.03
		Step B	65.7638	5261.10	11399.06	136788.70
		Step C	67.7367	5418.94	11741.03	140892.34
		Step D	69.7687	5581.50	12093.24	145118.90
		Step E	71.8620	5748.96	12456.08	149472.96
		Step F	74.0178	5921.42	12829.75	153957.02
		Step G	76.2383	6099.06	13214.64	158575.66
		Step H	78.5253	6282.02	13611.05	163332.62
		Step I	80.8812	6470.50	14019.41	168232.90
		Step J	83.3077	6664.62	14440.00	173280.02

City of Roseville

Salary Schedule: Management-B

Appendix:Q
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MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
7522B	Street Maintenance Supervisor-B	Step A	42.9656	3437.25	7447.37	89368.45
		Step B	45.4527	3636.22	7878.47	94541.62
		Step C	46.8162	3745.30	8114.81	97377.70
		Step D	48.2207	3857.66	8358.25	100299.06
		Step E	49.6673	3973.38	8609.00	103307.98
		Step F	51.1574	4092.59	8867.28	106407.39
		Step G	52.6921	4215.37	9133.30	109599.57
		Step H	54.2729	4341.83	9407.30	112887.63
		Step I	55.9010	4472.08	9689.51	116274.08
		Step J	57.5781	4606.25	9980.20	119762.45

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1110B	Transit Operations Supervisor-B	Step A	48.0063	3840.50	8321.09	99853.10
		Step B	50.7852	4062.82	8802.77	105633.22
		Step C	52.3087	4184.70	9066.84	108802.10
		Step D	53.8779	4310.23	9338.84	112066.03
		Step E	55.4942	4439.54	9618.99	115427.94
		Step F	57.1591	4572.73	9907.58	118890.93
		Step G	58.8739	4709.91	10204.81	122457.71
		Step H	60.6400	4851.20	10510.93	126131.20
		Step I	62.4593	4996.74	10826.28	129915.34
		Step J	64.3329	5146.63	11151.04	133812.43

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
8762B	Urban Forester-B	Step A	44.5111	3560.89	7715.26	92583.09
		Step B	47.0872	3766.98	8161.78	97941.38
		Step C	48.4998	3879.98	8406.63	100879.58
		Step D	49.9550	3996.40	8658.87	103906.40
		Step E	51.4537	4116.30	8918.64	107023.70
		Step F	52.9970	4239.76	9186.15	110233.76
		Step G	54.5872	4366.98	9461.78	113541.38
		Step H	56.2249	4497.99	9745.65	116947.79
		Step I	57.9116	4632.93	10038.01	120456.13
		Step J	59.6488	4771.90	10339.13	124069.50

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1041B	Utility Billing and Field Services Supervisor-B	Step A	50.1642	4013.14	8695.13	104341.54
		Step B	53.0678	4245.42	9198.42	110381.02
		Step C	54.6598	4372.78	9474.37	113692.38
		Step D	56.2997	4503.98	9758.61	117103.38
		Step E	57.9887	4639.10	10051.37	120616.50
		Step F	59.7284	4778.27	10352.92	124235.07
		Step G	61.5202	4921.62	10663.50	127962.02
		Step H	63.3657	5069.26	10983.39	131800.66
		Step I	65.2667	5221.34	11312.89	135754.74
		Step J	67.2247	5377.98	11652.28	139827.38

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1154B	Utility Business Systems Administrator-B	Step A	62.1255	4970.04	10768.42	129221.04
		Step B	65.7217	5257.74	11391.76	136701.14
		Step C	67.6934	5415.47	11733.52	140802.27
		Step D	69.7241	5577.93	12085.51	145026.13
		Step E	71.8160	5745.28	12448.11	149377.28
		Step F	73.9704	5917.63	12821.54	153858.43
		Step G	76.1894	6095.15	13206.16	158473.95
		Step H	78.4751	6278.01	13602.35	163228.21
		Step I	80.8294	6466.35	14010.43	168125.15
		Step J	83.2543	6660.34	14430.75	173168.94

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1042B	Utility Customer Service Supervisor-B	Step A	35.9547	2876.38	6232.15	74785.78
		Step B	38.0357	3042.86	6592.85	79114.26
		Step C	39.1767	3134.14	6790.63	81487.54
		Step D	40.3521	3228.17	6994.36	83932.37
		Step E	41.5627	3325.02	7204.20	86450.42
		Step F	42.8095	3424.76	7420.31	89043.76
		Step G	44.0939	3527.51	7642.94	91715.31
		Step H	45.4166	3633.33	7872.21	94466.53
		Step I	46.7792	3742.34	8108.39	97300.74
		Step J	48.1825	3854.60	8351.63	100219.60

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1102B	Utility Exploration Center Supervisor-B	Step A	42.4649	3397.19	7360.58	88326.99
		Step B	44.9224	3593.79	7786.55	93438.59
		Step C	46.2701	3701.61	8020.15	96241.81
		Step D	47.6581	3812.65	8260.74	99128.85
		Step E	49.0880	3927.04	8508.59	102103.04
		Step F	50.5606	4044.85	8763.84	105166.05
		Step G	52.0774	4166.19	9026.75	108320.99
		Step H	53.6396	4291.17	9297.53	111570.37
		Step I	55.2489	4419.91	9576.48	114917.71
		Step J	56.9069	4552.55	9863.86	118366.35

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
1646B	Utility Government Relations Administrator-B	Step A	52.3689	4189.51	9077.28	108927.31
		Step B	55.4001	4432.01	9602.68	115232.21
		Step C	57.0622	4564.98	9890.78	118689.38
		Step D	58.7740	4701.92	10187.49	122249.92
		Step E	60.5372	4842.98	10493.11	125917.38
		Step F	62.3533	4988.26	10807.91	129694.86
		Step G	64.2239	5137.91	11132.14	133585.71
		Step H	66.1506	5292.05	11466.10	137593.25
		Step I	68.1351	5450.81	11810.08	141721.01
		Step J	70.1793	5614.34	12164.41	145972.94

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
8980B	Wastewater Collection Superintendent-B	Step A	55.2014	4416.11	9568.24	114818.91
		Step B	58.3966	4671.73	10122.08	121464.93
		Step C	60.1485	4811.88	10425.74	125108.88
		Step D	61.9530	4956.24	10738.52	128862.24
		Step E	63.8117	5104.94	11060.69	132728.34
		Step F	65.7261	5258.09	11392.52	136710.29
		Step G	67.6977	5415.82	11734.27	140811.22
		Step H	69.7286	5578.29	12086.29	145035.49
		Step I	71.8205	5745.64	12448.89	149386.64
		Step J	73.9751	5918.01	12822.35	153868.21

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
8978B	Wastewater Collection Supervisor-B	Step A	45.9994	3679.95	7973.23	95678.75
		Step B	48.6616	3892.93	8434.68	101216.13
		Step C	50.1215	4009.72	8687.73	104252.72
		Step D	51.6251	4130.01	8948.35	107380.21
		Step E	53.1738	4253.90	9216.79	110601.50
		Step F	54.7690	4381.52	9493.29	113919.52
		Step G	56.4122	4512.98	9778.11	117337.38
		Step H	58.1046	4648.37	10071.46	120857.57
		Step I	59.8477	4787.82	10373.60	124483.22
		Step J	61.6431	4931.45	10684.80	128217.65

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9040B	Wastewater Treatment Plant Chief Operator-B	Step A	56.5507	4524.06	9802.12	117625.46
		Step B	59.8242	4785.94	10369.53	124434.34
		Step C	61.6189	4929.51	10680.61	128167.31
		Step D	63.4674	5077.39	11001.02	132012.19
		Step E	65.3715	5229.72	11331.06	135972.72
		Step F	67.3327	5386.62	11671.00	140052.02
		Step G	69.3526	5548.21	12021.12	144253.41
		Step H	71.4332	5714.66	12381.75	148581.06
		Step I	73.5761	5886.09	12753.19	153038.29
		Step J	75.7835	6062.68	13135.81	157629.68

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9045B	Wastewater Utility Manager-B	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	77.3355	6186.84	13404.82	160857.84
		Step C	79.6556	6372.45	13806.97	165683.65
		Step D	82.0454	6563.63	14221.20	170654.43
		Step E	84.5068	6760.54	14647.85	175774.14
		Step F	87.0421	6963.37	15087.30	181047.57
		Step G	89.6531	7172.25	15539.87	186478.45
		Step H	92.3428	7387.42	16006.09	192073.02
		Step I	95.1131	7609.05	16486.27	197835.25
		Step J	97.9664	7837.31	16980.84	203770.11

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9047B	Water Conservation Administrator-B	Step A	50.6011	4048.09	8770.86	105250.29
		Step B	53.5303	4282.42	9278.59	111343.02
		Step C	55.1361	4410.89	9556.92	114683.09
		Step D	56.7903	4543.22	9843.65	118123.82
		Step E	58.4939	4679.51	10138.94	121667.31
		Step F	60.2488	4819.90	10443.13	125317.50
		Step G	62.0562	4964.50	10756.41	129076.90
		Step H	63.9179	5113.43	11079.10	132949.23
		Step I	65.8353	5266.82	11411.45	136937.42
		Step J	67.8105	5424.84	11753.82	141045.84

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9085B	Water Distribution Superintendent-B	Step A	54.3873	4350.98	9427.13	113125.58
		Step B	58.3966	4671.73	10122.08	121464.93
		Step C	60.1485	4811.88	10425.74	125108.88
		Step D	61.9530	4956.24	10738.52	128862.24
		Step E	63.8117	5104.94	11060.69	132728.34
		Step F	65.7261	5258.09	11392.52	136710.29
		Step G	67.6977	5415.82	11734.27	140811.22
		Step H	69.7286	5578.29	12086.29	145035.49
		Step I	71.8205	5745.64	12448.89	149386.64
		Step J	73.9751	5918.01	12822.35	153868.21

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9084B	Water Distribution Supervisor-B	Step A	45.9993	3679.94	7973.21	95678.54
		Step B	48.6616	3892.93	8434.68	101216.13
		Step C	50.1215	4009.72	8687.73	104252.72
		Step D	51.6251	4130.01	8948.35	107380.21
		Step E	53.1738	4253.90	9216.79	110601.50
		Step F	54.7690	4381.52	9493.29	113919.52
		Step G	56.4122	4512.98	9778.11	117337.38
		Step H	58.1046	4648.37	10071.46	120857.57
		Step I	59.8477	4787.82	10373.60	124483.22
		Step J	61.6431	4931.45	10684.80	128217.65

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9101B	Water Quality Lab Supervisor-B	Step A	48.2974	3863.79	8371.55	100458.59
		Step B	51.0928	4087.42	8856.09	106273.02
		Step C	52.6257	4210.06	9121.79	109461.46
		Step D	54.2043	4336.34	9395.41	112744.94
		Step E	55.8305	4466.44	9677.29	116127.44
		Step F	57.5055	4600.44	9967.62	119611.44
		Step G	59.2306	4738.45	10266.64	123199.65
		Step H	61.0076	4880.61	10574.65	126895.81
		Step I	62.8377	5027.02	10891.87	130702.42
		Step J	64.7229	5177.83	11218.64	134623.63

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9175B	Water Treatment Plant Chief Operator-B	Step A	55.1966	4415.73	9567.41	114808.93
		Step B	58.3917	4671.34	10121.23	121454.74
		Step C	60.1434	4811.47	10424.86	125098.27
		Step D	61.9478	4955.82	10737.62	128851.42
		Step E	63.8061	5104.49	11059.72	132716.69
		Step F	65.7202	5257.62	11391.50	136698.02
		Step G	67.6919	5415.35	11733.26	140799.15
		Step H	69.7226	5577.81	12085.25	145023.01
		Step I	71.8142	5745.14	12447.79	149373.54
		Step J	73.9688	5917.50	12821.26	153855.10

City of Roseville

Salary Schedule: Management-B

Appendix:Q
Effective Date:08/08/2026

MGMT Management

Grade Code	Grade Name	Step Name	Hourly	Bi-Weekly	Monthly	Annual
9244B	Water Utility Manager-B	Step A	73.1044	5848.35	12671.43	152057.15
		Step B	77.3355	6186.84	13404.82	160857.84
		Step C	79.6556	6372.45	13806.97	165683.65
		Step D	82.0454	6563.63	14221.20	170654.43
		Step E	84.5068	6760.54	14647.85	175774.14
		Step F	87.0421	6963.37	15087.30	181047.57
		Step G	89.6531	7172.25	15539.87	186478.45
		Step H	92.3428	7387.42	16006.09	192073.02
		Step I	95.1131	7609.05	16486.27	197835.25
		Step J	97.9664	7837.31	16980.84	203770.11

Position Allocation Control Report

Report as of Date: 8/8/2026

Position Code	Position Title	Allocated FTE
CAO220245001	Assistant City Attorney	1.00
CAO221200001	City Attorney	1.00
CAO221658003	Deputy City Attorney I/II	1.00
CAO221658001	Deputy City Attorney I/II	1.00
CAO221132003	Legal Assistant I/II	1.00
CAO221132002	Legal Assistant I/II	1.00
CAO221132001	Legal Assistant I/II	1.00
CAO225015001	Paralegal	1.00
CAO227123005	Senior Deputy City Attorney	1.00
CAO227123003	Senior Deputy City Attorney	1.00
CAO227123002	Senior Deputy City Attorney	1.00
CAO227123001	Senior Deputy City Attorney	1.00
Total for Department:	**CAO City Attorney**	12.00

Position Code	Position Title	Allocated FTE
CCD360250001	Assistant City Clerk	1.00
CCD361220001	City Clerk	1.00
CCD361227004	City Clerk Technician I/II	1.00
CCD361227003	City Clerk Technician I/II	1.00
CCD361227002	City Clerk Technician I/II	1.00
CCD361227001	City Clerk Technician I/II	1.00
CCD361665001	Deputy City Clerk I/II	1.00
CCD361665002	Deputy City Clerk I/II	1.00
CCD369548006	Passport Agent	0.50
CCD369548004	Passport Agent	0.50
CCD369548002	Passport Agent	1.00
CCD369548001	Passport Agent	1.00
Total for Department:	**CCD City Clerk Department**	11.00

Position Code	Position Title	Allocated FTE
CMO140325001	Assistant City Manager	1.00
CMO141021001	Assistant City Manager/Chief Financial Officer	1.00
CMO141240001	City Manager	1.00
CMO142551001	Executive Assistant	1.00
CMO1414449001	Management Analyst - City Manager	1.00
CMO144457001	Management Assistant I/II	1.00
CMO141156001	Organizational Performance Program Administrator	1.00
CMO141171001	Senior Executive Assistant	1.00
Total for Department:	**CMO City Manager**	8.00

Position Code	Position Title	Allocated FTE
DSD660071001	Administrative Assistant	1.00
DSD660084001	Administrative Technician	1.00
DSD661017001	Assistant Building Official	1.00
DSD661179001	Assistant Development Services Director	1.00
DSD661005005	Associate (PE)/Assistant/Junior Engineer	1.00
DSD661005004	Associate (PE)/Assistant/Junior Engineer	1.00
DSD661005002	Associate (PE)/Assistant/Junior Engineer	1.00
DSD661005001	Associate (PE)/Assistant/Junior Engineer	1.00
DSD660820001	Associate Engineer	1.00
DSD660900005	Associate/Assistant Planner	1.00
DSD660900004	Associate/Assistant Planner	1.00
DSD660900003	Associate/Assistant Planner	1.00
DSD660900002	Associate/Assistant Planner	1.00
DSD660900001	Associate/Assistant Planner	1.00
DSD661019008	Building Inspector I/II	1.00
DSD661019007	Building Inspector I/II	1.00
DSD661019006	Building Inspector I/II	1.00
DSD661019005	Building Inspector I/II	1.00
DSD661019004	Building Inspector I/II	1.00
DSD661019003	Building Inspector I/II	1.00
DSD661019002	Building Inspector I/II	1.00
DSD661043001	Building Official	1.00
DSD661047005	Building Plans Examiner I/II	1.00
DSD661047004	Building Plans Examiner I/II	1.00
DSD661047003	Building Plans Examiner I/II	1.00
DSD661047002	Building Plans Examiner I/II	1.00
DSD661047001	Building Plans Examiner I/II	1.00
DSD661141001	Building Plans Examiner Supervisor	1.00
DSD661181001	City Engineer	1.00
DSD661369005	Code Enforcement Inspector I/II	1.00
DSD661369004	Code Enforcement Inspector I/II	1.00
DSD661369003	Code Enforcement Inspector I/II	1.00
DSD661369001	Code Enforcement Inspector I/II	1.00
DSD661368001	Code Enforcement Supervisor	1.00
DSD661027001	Construction Inspection Superintendent	1.00
DSD661248001	Construction Inspection Supervisor	1.00
DSD661434005	Construction Inspector I/II	1.00
DSD661434004	Construction Inspector I/II	1.00
DSD661434003	Construction Inspector I/II	1.00
DSD661434002	Construction Inspector I/II	1.00
DSD661434001	Construction Inspector I/II	1.00
DSD661096002	Development Services Business Analyst I/II	1.00
DSD661096001	Development Services Business Analyst I/II	1.00
DSD661280001	Development Services Business Systems Administrator	1.00

DSD661676001	Development Services Director	1.00
DSD661695001	Development Services Manager	1.00
DSD661672005	Development Technician I/II	1.00
DSD661672004	Development Technician I/II	1.00
DSD661672003	Development Technician I/II	1.00
DSD661672002	Development Technician I/II	1.00
DSD661672001	Development Technician I/II	1.00
DSD662540001	Environmental Coordinator	1.00
DSD663412001	GIS Analyst I/II	1.00
DSD662214001	GIS Technician I/II	1.00
DSD660050001	Management Analyst I/II	1.00
DSD664957002	Office Assistant I/II	1.00
DSD664957001	Office Assistant I/II	1.00
DSD665279004	Permit Technician I/II	1.00
DSD665279003	Permit Technician I/II	1.00
DSD665279002	Permit Technician I/II	1.00
DSD665279001	Permit Technician I/II	1.00
DSD661501001	Permits Supervisor	1.00
DSD665309001	Planning Manager	1.00
DSD665514001	Principal Engineer	1.00
DSD665513001	Principal Planner	1.00
DSD667117001	Senior Building Inspector	1.00
DSD661017002	Senior Building Inspector	1.00
DSD667195002	Senior Building Plans Examiner	1.00
DSD667121002	Senior Construction Inspector	1.00
DSD667121001	Senior Construction Inspector	1.00
DSD661097001	Senior Development Services Business Analyst	1.00
DSD667142003	Senior Engineer	1.00
DSD667142002	Senior Engineer	1.00
DSD661502001	Senior Permits Technician	1.00
DSD667180002	Senior Planner	1.00
DSD667180001	Senior Planner	1.00
Total for Department:	**DSD Development Services Department**	76.00

Position Code	Position Title	Allocated FTE
EDD541675001	Economic Development Analyst I/II	1.00
EDD541710001	Economic Development Director	1.00
EDD541118001	Economic Development Manager	1.00
EDD541001002	Economic Development Project Manager	1.00
EDD543402004	Housing Analyst I/II	1.00
EDD543402003	Housing Analyst I/II	1.00
EDD543402002	Housing Analyst I/II	1.00
EDD543402001	Housing Analyst I/II	1.00
EDD543589001	Housing Manager	1.00
EDD543590001	Housing Supervisor	1.00

EDD543592004	Housing Technician I/II	1.00
EDD543592003	Housing Technician I/II	1.00
EDD543592002	Housing Technician I/II	1.00
EDD543592001	Housing Technician I/II	1.00
EDD540050001	Management Analyst I/II	1.00
EDD544957001	Office Assistant I/II	1.00
EDD547148001	Senior Housing Technician	1.00
Total for Department:	**EDD Economic Development Department**	17.00

Position Code	Position Title	Allocated FTE
ELE700071001	Administrative Assistant	1.00
ELE700084005	Administrative Technician	1.00
ELE700084003	Administrative Technician	1.00
ELE700084002	Administrative Technician	1.00
ELE700395004	Assistant Electric Utility Director	1.00
ELE700395003	Assistant Electric Utility Director	1.00
ELE700395002	Assistant Electric Utility Director	1.00
ELE700395001	Assistant Electric Utility Director	1.00
ELE701067009	Associate/Assistant Electric Analyst	1.00
ELE701067008	Associate/Assistant Electric Analyst	1.00
ELE701067007	Associate/Assistant Electric Analyst	1.00
ELE701067006	Associate/Assistant Electric Analyst	1.00
ELE701067005	Associate/Assistant Electric Analyst	1.00
ELE701067004	Associate/Assistant Electric Analyst	1.00
ELE701067010	Associate/Assistant Electric Analyst	1.00
ELE701067002	Associate/Assistant Electric Analyst	1.00
ELE701067001	Associate/Assistant Electric Analyst	1.00
ELE700084010	Associate/Assistant Electric Analyst	1.00
ELE701150001	Customer Care Manager	1.00
ELE701645001	Public Information Officer	1.00
ELE701312009	Electric Business Analyst I/II	1.00
ELE701312008	Electric Business Analyst I/II	1.00
ELE701312006	Electric Business Analyst I/II	1.00
ELE701312005	Electric Business Analyst I/II	1.00
ELE701312004	Electric Business Analyst I/II	1.00
ELE701312003	Electric Business Analyst I/II	1.00
ELE701312002	Electric Business Analyst I/II	1.00
ELE701312001	Electric Business Analyst I/II	1.00
ELE701312007	Electric Business Analyst I/II	1.00
ELE702335002	Electric Compliance Analyst I/II	1.00
ELE702335001	Electric Compliance Analyst I/II	1.00
ELE701151001	Electric Customer Programs and Public Affairs Supervisor	1.00
ELE702330002	Electric Drafting Technician I/II	1.00
ELE701117001	Electric Economic Development and Partnership Manager	1.00
ELE702345005	Electric Engineering Technician I/II	1.00

ELE702345004	Electric Engineering Technician I/II	1.00
ELE702345003	Electric Engineering Technician I/II	1.00
ELE702345001	Electric Engineering Technician I/II	1.00
ELE702284001	Electric Engineering Technician Supervisor	1.00
ELE701152001	Electric Line General Foreperson	1.00
ELE702286004	Electric Line Troubleshooter	1.00
ELE702286003	Electric Line Troubleshooter	1.00
ELE702286002	Electric Line Troubleshooter	1.00
ELE702286001	Electric Line Troubleshooter	1.00
ELE702212004	Electric Materials Technician I/II	1.00
ELE702212003	Electric Materials Technician I/II	1.00
ELE702212002	Electric Materials Technician I/II	1.00
ELE702212001	Electric Materials Technician I/II	1.00
ELE702338001	Electric Operations Manager	1.00
ELE701130001	Electric Operations Safety Technician	1.00
ELE702339002	Electric Operations Supervisor	1.00
ELE702339001	Electric Operations Supervisor	1.00
ELE702254001	Electric Preventive Data System Technician	1.00
ELE702316005	Electric Resources Planner I/II	1.00
ELE702316003	Electric Resources Planner I/II	1.00
ELE702316002	Electric Resources Planner I/II	1.00
ELE702316001	Electric Resources Planner I/II	1.00
ELE702216001	Electric Risk and Compliance Supervisor	1.00
ELE702319001	Electric Substation Supervisor	1.00
ELE702350003	Electric System Dispatcher	1.00
ELE702350002	Electric System Dispatcher	1.00
ELE702350001	Electric System Dispatcher	1.00
ELE702359004	Electric Technology System Technician	1.00
ELE702359003	Electric Technology System Technician	1.00
ELE702359002	Electric Technology System Technician	1.00
ELE702359001	Electric Technology System Technician	1.00
ELE709560001	Electric Technology Systems Administrator	1.00
ELE701116001	Electric Utility Chief Operating Officer	1.00
ELE702320001	Electric Utility Director	1.00
ELE702215001	Electric Utility Financial Administrator	1.00
ELE709250003	Electric Utility Inspection Technician	1.00
ELE709250002	Electric Utility Inspection Technician	1.00
ELE709250001	Electric Utility Inspection Technician	1.00
ELE702285015	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285014	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285013	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285012	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285011	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285010	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285009	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285008	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00

ELE702285007	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285006	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285005	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285004	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE702285003	Electric Pre-Apprentice/Electric Apprentice Line Technician/Electric Line Technician	1.00
ELE701085006	Electric/Apprentice Metering System Technician	1.00
ELE701085005	Electric/Apprentice Metering System Technician	1.00
ELE701085004	Electric/Apprentice Metering System Technician	1.00
ELE701085003	Electric/Apprentice Metering System Technician	1.00
ELE701085002	Electric/Apprentice Metering System Technician	1.00
ELE701085001	Electric/Apprentice Metering System Technician	1.00
ELE701083012	Electric/Apprentice Substation Technician	1.00
ELE701083011	Electric/Apprentice Substation Technician	1.00
ELE701083010	Electric/Apprentice Substation Technician	1.00
ELE701083009	Electric/Apprentice Substation Technician	1.00
ELE701083008	Electric/Apprentice Substation Technician	1.00
ELE701083007	Electric/Apprentice Substation Technician	1.00
ELE701083005	Electric/Apprentice Substation Technician	1.00
ELE701083004	Electric/Apprentice Substation Technician	1.00
ELE701083003	Electric/Apprentice Substation Technician	1.00
ELE701083002	Electric/Apprentice Substation Technician	1.00
ELE701083001	Electric/Apprentice Substation Technician	1.00
ELE702466003	Energy Program Technician	1.00
ELE702466002	Energy Program Technician	1.00
ELE702501004	Energy Services Account Representative I/II	1.00
ELE702501003	Energy Services Account Representative I/II	1.00
ELE702501002	Energy Services Account Representative I/II	1.00
ELE702501001	Energy Services Account Representative I/II	1.00
ELE701082001	Generation Maintenance Scheduler-Coordinator	1.00
ELE701648001	Government Relations Representative I/II	1.00
ELE703608004	Instrument and Control Technician	1.00
ELE703608003	Instrument and Control Technician	1.00
ELE703608002	Instrument and Control Technician	1.00
ELE703608001	Instrument and Control Technician	1.00
ELE704517002	Marketing and Communication Analyst I/II	1.00
ELE704517001	Marketing and Communication Analyst I/II	1.00
ELE704957004	Office Assistant I/II	1.00
ELE704957003	Office Assistant I/II	1.00
ELE704957002	Office Assistant I/II	1.00
ELE705596004	Power Engineer I/II	1.00
ELE705596003	Power Engineer I/II	1.00
ELE705596001	Power Engineer I/II	1.00
ELE701182001	Power Generation Safety Technician	1.00
ELE705600001	Power Generation Superintendent	1.00
ELE705591003	Power Plant Engineer I/II	1.00
ELE705591002	Power Plant Engineer I/II	1.00

ELE705591001	Power Plant Engineer I/II	1.00
ELE705526003	Power Plant Mechanic	1.00
ELE705526002	Power Plant Mechanic	1.00
ELE705526001	Power Plant Mechanic	1.00
ELE705530002	Power Plant Operations and Maintenance Supervisor	1.00
ELE705530001	Power Plant Operations and Maintenance Supervisor	1.00
ELE705523010	Power Plant Operator Technician I/II	1.00
ELE705523009	Power Plant Operator Technician I/II	1.00
ELE705523008	Power Plant Operator Technician I/II	1.00
ELE705523007	Power Plant Operator Technician I/II	1.00
ELE705523006	Power Plant Operator Technician I/II	1.00
ELE705523005	Power Plant Operator Technician I/II	1.00
ELE705523004	Power Plant Operator Technician I/II	1.00
ELE705523003	Power Plant Operator Technician I/II	1.00
ELE705523002	Power Plant Operator Technician I/II	1.00
ELE705523001	Power Plant Operator Technician I/II	1.00
ELE705535001	Power Supply and Portfolio Administrator	1.00
ELE701114002	Principal Power Engineer	1.00
ELE701114001	Principal Power Engineer	1.00
ELE707128004	Senior Electric Business Analyst	1.00
ELE707128003	Senior Electric Business Analyst	1.00
ELE707128002	Senior Electric Business Analyst	1.00
ELE707128001	Senior Electric Business Analyst	1.00
ELE707118004	Senior Electric Line Technician	1.00
ELE707118003	Senior Electric Line Technician	1.00
ELE707118001	Senior Electric Line Technician	1.00
ELE701153001	Senior Electric Line Troubleshooter	1.00
ELE707169001	Senior Electric Materials Technician	1.00
ELE701036001	Senior Electric Metering Systems Technician	1.00
ELE707126004	Senior Electric Substation Technician	1.00
ELE707126003	Senior Electric Substation Technician	1.00
ELE707126002	Senior Electric Substation Technician	1.00
ELE707126001	Senior Electric Substation Technician	1.00
ELE707168001	Senior Electric System Dispatcher	1.00
ELE701023001	Senior Electric Technology Systems Analyst	1.00
ELE707163002	Senior Energy Services Account Representative	1.00
ELE707163001	Senior Energy Services Account Representative	1.00
ELE707151001	Senior Power Engineer	1.00
ELE705555001	Senior Power Plant Engineer	1.00
ELE707152005	Senior Power Plant Operator Technician	1.00
ELE707152004	Senior Power Plant Operator Technician	1.00
ELE707152003	Senior Power Plant Operator Technician	1.00
ELE707152002	Senior Power Plant Operator Technician	1.00
ELE707152001	Senior Power Plant Operator Technician	1.00
ELE701029002	Senior Utility Billing Analyst	1.00
ELE701029001	Senior Utility Billing Analyst	1.00

ELE701044003	Senior Utility Customer Service Specialist	1.00
ELE701044002	Senior Utility Customer Service Specialist	1.00
ELE701044001	Senior Utility Customer Service Specialist	1.00
ELE703315005	Utility Billing Analyst I/II	1.00
ELE703315004	Utility Billing Analyst I/II	1.00
ELE703315003	Utility Billing Analyst I/II	1.00
ELE703315002	Utility Billing Analyst I/II	1.00
ELE703315001	Utility Billing Analyst I/II	1.00
ELE701041001	Utility Billing and Field Services Supervisor	1.00
ELE701154001	Utility Business Systems Administrator	1.00
ELE701049015	Utility Customer Service Representative I/II	1.00
ELE701049014	Utility Customer Service Representative I/II	1.00
ELE701049013	Utility Customer Service Representative I/II	1.00
ELE701049012	Utility Customer Service Representative I/II	1.00
ELE701049011	Utility Customer Service Representative I/II	0.75
ELE701049010	Utility Customer Service Representative I/II	0.50
ELE701049009	Utility Customer Service Representative I/II	1.00
ELE701049008	Utility Customer Service Representative I/II	0.50
ELE701049007	Utility Customer Service Representative I/II	1.00
ELE701049006	Utility Customer Service Representative I/II	1.00
ELE701049005	Utility Customer Service Representative I/II	1.00
ELE701049004	Utility Customer Service Representative I/II	1.00
ELE701049001	Utility Customer Service Representative I/II	1.00
ELE701046005	Utility Customer Service Specialist I/II	1.00
ELE701046004	Utility Customer Service Specialist I/II	1.00
ELE701046003	Utility Customer Service Specialist I/II	1.00
ELE701046002	Utility Customer Service Specialist I/II	1.00
ELE701046001	Utility Customer Service Specialist I/II	1.00
ELE701042001	Utility Customer Service Supervisor	1.00
Total for Department:	**ELE Electric Department**	200.75

Position Code	Position Title	Allocated FTE
EUD740071001	Administrative Assistant	1.00
EUD740084005	Administrative Technician	1.00
EUD740084004	Administrative Technician	1.00
EUD740084003	Administrative Technician	1.00
EUD740084002	Administrative Technician	1.00
EUD740084001	Administrative Technician	1.00
EUD740411003	Assistant Environmental Utilities Director	1.00
EUD741172001	Assistant Environmental Utilities Director of Operations	1.00
EUD741005005	Associate (PE)/Assistant/Junior Engineer	1.00
EUD741005004	Associate (PE)/Assistant/Junior Engineer	1.00
EUD741005003	Associate (PE)/Assistant/Junior Engineer	1.00
EUD741005002	Associate (PE)/Assistant/Junior Engineer	1.00
EUD741005001	Associate (PE)/Assistant/Junior Engineer	1.00

EUD740820002	Associate Engineer	1.00
EUD740820001	Associate Engineer	1.00
EUD741548003	Data Management Specialist I/II	1.00
EUD741548002	Data Management Specialist I/II	1.00
EUD741548001	Data Management Specialist I/II	1.00
EUD741645001	Public Information Officer	1.00
EUD749550001	ERP Business Analyst I/II	1.00
EUD741277001	Engineering Manager	1.00
EUD741350001	Engineering Technician I/II	1.00
EUD742544002	Environmental Compliance Specialist I/II	1.00
EUD742544001	Environmental Compliance Specialist I/II	1.00
EUD742547005	Environmental Utilities Business Analyst I/II	1.00
EUD742547004	Environmental Utilities Business Analyst I/II	1.00
EUD742547003	Environmental Utilities Business Analyst I/II	1.00
EUD742547002	Environmental Utilities Business Analyst I/II	1.00
EUD742547001	Environmental Utilities Business Analyst I/II	1.00
EUD742548002	Environmental Utilities Business Services Manager	1.00
EUD742541003	Environmental Utilities Compliance Administrator	1.00
EUD742541002	Environmental Utilities Compliance Administrator	1.00
EUD742541001	Environmental Utilities Compliance Administrator	1.00
EUD741684001	Environmental Utilities Director	1.00
EUD741038006	Environmental Utilities Instrument and Control Technician I/II	1.00
EUD741038005	Environmental Utilities Instrument and Control Technician I/II	1.00
EUD741038004	Environmental Utilities Instrument and Control Technician I/II	1.00
EUD741038003	Environmental Utilities Instrument and Control Technician I/II	1.00
EUD741038002	Environmental Utilities Instrument and Control Technician I/II	1.00
EUD741024001	Environmental Utilities Maintenance Superintendent	1.00
EUD741147002	Environmental Utilities Operations Superintendent	1.00
EUD741147001	Environmental Utilities Operations Superintendent	1.00
EUD741173001	Environmental Utilities Policy and Compliance Manager	1.00
EUD743412003	GIS Analyst I/II	1.00
EUD743412002	GIS Analyst I/II	1.00
EUD743412001	GIS Analyst I/II	1.00
EUD741648001	Government Relations Representative I/II	1.00
EUD741136001	Industrial Waste Analyst	1.00
EUD741178001	Industrial Waste Supervisor	1.00
EUD741174001	Industrial Waste Technician I/II	1.00
EUD743732002	Interpretive Services Specialist I/II	1.00
EUD743732001	Interpretive Services Specialist I/II	1.00
EUD741135004	Laboratory Analyst I/II	1.00
EUD741135003	Laboratory Analyst I/II	1.00
EUD741135002	Laboratory Analyst I/II	1.00
EUD741135001	Laboratory Analyst I/II	1.00
EUD740050005	Management Analyst I/II	1.00
EUD740050004	Management Analyst I/II	1.00
EUD740050003	Management Analyst I/II	1.00

EUD740050002	Management Analyst I/II	1.00
EUD740050001	Management Analyst I/II	1.00
EUD744517003	Marketing and Communication Analyst I/II	1.00
EUD744517002	Marketing and Communication Analyst I/II	1.00
EUD744520002	Materials Technician	1.00
EUD744520001	Materials Technician	1.00
EUD744957012	Office Assistant I/II	1.00
EUD744957011	Office Assistant I/II	1.00
EUD744957010	Office Assistant I/II	1.00
EUD744957009	Office Assistant I/II	1.00
EUD744957008	Office Assistant I/II	1.00
EUD744957006	Office Assistant I/II	1.00
EUD744957005	Office Assistant I/II	1.00
EUD744957004	Office Assistant I/II	1.00
EUD744957003	Office Assistant I/II	1.00
EUD741175001	Operational Technology and Security Administrator	1.00
EUD741028001	Organics Truck Driver	1.00
EUD745319003	Plant and Equipment Maintenance Worker I/II	1.00
EUD745319002	Plant and Equipment Maintenance Worker I/II	1.00
EUD745319001	Plant and Equipment Maintenance Worker I/II	1.00
EUD745328006	Plant and Equipment Mechanic I/II	1.00
EUD745328005	Plant and Equipment Mechanic I/II	1.00
EUD745328004	Plant and Equipment Mechanic I/II	1.00
EUD745328003	Plant and Equipment Mechanic I/II	1.00
EUD745328002	Plant and Equipment Mechanic I/II	1.00
EUD745328001	Plant and Equipment Mechanic I/II	1.00
EUD745402001	Predictive Maintenance Technician I/II	1.00
EUD745533002	Preventative Maintenance Coordinator	1.00
EUD745533001	Preventative Maintenance Coordinator	1.00
EUD745519003	Preventative Maintenance Supervisor	1.00
EUD745519002	Preventative Maintenance Supervisor	1.00
EUD745502005	Preventative Maintenance Technician I/II	1.00
EUD745502004	Preventative Maintenance Technician I/II	1.00
EUD745502003	Preventative Maintenance Technician I/II	1.00
EUD745502002	Preventative Maintenance Technician I/II	1.00
EUD745502001	Preventative Maintenance Technician I/II	1.00
EUD745514002	Principal Engineer	1.00
EUD745514001	Principal Engineer	1.00
EUD741004001	Process Engineer	1.00
EUD746150001	Recycling and Organics Coordinator	1.00
EUD746226005	Refuse Maintenance Worker I/II	1.00
EUD746226004	Refuse Maintenance Worker I/II	1.00
EUD746226003	Refuse Maintenance Worker I/II	1.00
EUD746226002	Refuse Maintenance Worker I/II	1.00
EUD746226001	Refuse Maintenance Worker I/II	1.00
EUD746231001	Refuse Superintendent	1.00

EUD746235004	Refuse Supervisor	1.00
EUD746235003	Refuse Supervisor	1.00
EUD746235002	Refuse Supervisor	1.00
EUD746235001	Refuse Supervisor	1.00
EUD746304044	Refuse Truck Driver I/II	1.00
EUD746304042	Refuse Truck Driver I/II	1.00
EUD746304040	Refuse Truck Driver I/II	1.00
EUD746304039	Refuse Truck Driver I/II	1.00
EUD746304036	Refuse Truck Driver I/II	1.00
EUD746304035	Refuse Truck Driver I/II	1.00
EUD746304034	Refuse Truck Driver I/II	1.00
EUD746304031	Refuse Truck Driver I/II	1.00
EUD746304030	Refuse Truck Driver I/II	1.00
EUD746304029	Refuse Truck Driver I/II	1.00
EUD746304028	Refuse Truck Driver I/II	1.00
EUD746304027	Refuse Truck Driver I/II	1.00
EUD746304026	Refuse Truck Driver I/II	1.00
EUD746304025	Refuse Truck Driver I/II	1.00
EUD746304024	Refuse Truck Driver I/II	1.00
EUD746304023	Refuse Truck Driver I/II	1.00
EUD746304022	Refuse Truck Driver I/II	1.00
EUD746304021	Refuse Truck Driver I/II	1.00
EUD746304020	Refuse Truck Driver I/II	1.00
EUD746304019	Refuse Truck Driver I/II	1.00
EUD746304018	Refuse Truck Driver I/II	1.00
EUD746304017	Refuse Truck Driver I/II	1.00
EUD746304016	Refuse Truck Driver I/II	1.00
EUD746304015	Refuse Truck Driver I/II	1.00
EUD746304014	Refuse Truck Driver I/II	1.00
EUD746304013	Refuse Truck Driver I/II	1.00
EUD746304012	Refuse Truck Driver I/II	1.00
EUD746304011	Refuse Truck Driver I/II	1.00
EUD746304010	Refuse Truck Driver I/II	1.00
EUD746304009	Refuse Truck Driver I/II	1.00
EUD746304008	Refuse Truck Driver I/II	1.00
EUD746304007	Refuse Truck Driver I/II	1.00
EUD746304006	Refuse Truck Driver I/II	1.00
EUD746304005	Refuse Truck Driver I/II	1.00
EUD746304004	Refuse Truck Driver I/II	1.00
EUD746304003	Refuse Truck Driver I/II	1.00
EUD746304002	Refuse Truck Driver I/II	1.00
EUD746304001	Refuse Truck Driver I/II	1.00
EUD746244001	Refuse and Stormwater Manager	1.00
EUD747020002	SCADA System Technician	1.00
EUD747020001	SCADA System Technician	1.00
EUD746500002	Safety Coordinator	1.00

EUD746500001	Safety Coordinator	1.00
EUD747142005	Senior Engineer	1.00
EUD747142004	Senior Engineer	1.00
EUD747142003	Senior Engineer	1.00
EUD747142002	Senior Engineer	1.00
EUD747142001	Senior Engineer	1.00
EUD747162001	Senior Engineering Technician	1.00
EUD741065001	Senior Environmental Utilities Business Analyst	1.00
EUD741123001	Senior Environmental Utilities Instrument & Control Technician	1.00
EUD747161001	Senior GIS Analyst	1.00
EUD743733001	Senior Interpretive Services Specialist	1.00
EUD741133002	Senior Laboratory Analyst	1.00
EUD741133001	Senior Laboratory Analyst	1.00
EUD747284003	Senior Preventative Maintenance Technician	1.00
EUD747284002	Senior Preventative Maintenance Technician	1.00
EUD747284001	Senior Preventative Maintenance Technician	1.00
EUD747129007	Senior Refuse Truck Driver	1.00
EUD747129006	Senior Refuse Truck Driver	1.00
EUD747129005	Senior Refuse Truck Driver	1.00
EUD747129004	Senior Refuse Truck Driver	1.00
EUD747129003	Senior Refuse Truck Driver	1.00
EUD747129002	Senior Refuse Truck Driver	1.00
EUD747129001	Senior Refuse Truck Driver	1.00
EUD749559001	Senior SCADA System Technician	1.00
EUD741279001	Senior Solid Waste Billing Technician	1.00
EUD747202006	Senior Wastewater Utility Maintenance Worker	1.00
EUD747202004	Senior Wastewater Utility Maintenance Worker	1.00
EUD747202003	Senior Wastewater Utility Maintenance Worker	1.00
EUD747202002	Senior Wastewater Utility Maintenance Worker	1.00
EUD747202001	Senior Wastewater Utility Maintenance Worker	1.00
EUD747202005	Senior Wastewater Utility Maintenance Worker	1.00
EUD747204008	Senior Water Distribution Worker	1.00
EUD747204007	Senior Water Distribution Worker	1.00
EUD747204006	Senior Water Distribution Worker	1.00
EUD747204005	Senior Water Distribution Worker	1.00
EUD747204004	Senior Water Distribution Worker	1.00
EUD747204003	Senior Water Distribution Worker	1.00
EUD747204002	Senior Water Distribution Worker	1.00
EUD747204001	Senior Water Distribution Worker	1.00
EUD747324001	Solid Waste Billing Technician	1.00
EUD741102001	Utility Exploration Center Supervisor	1.00
EUD741646001	Utility Government Relations Administrator	1.00
EUD741099002	Waste Services Clerk I/II	1.00
EUD741099001	Waste Services Clerk I/II	1.00
EUD741128001	Waste Services Field Enforcement Inspector	1.00
EUD748980001	Wastewater Collection Superintendent	1.00

EUD748978003	Wastewater Collection Supervisor	1.00
EUD748978002	Wastewater Collection Supervisor	1.00
EUD748978001	Wastewater Collection Supervisor	1.00
EUD749040002	Wastewater Treatment Plant Chief Operator	1.00
EUD749040001	Wastewater Treatment Plant Chief Operator	1.00
EUD749025009	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025008	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025006	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025005	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025004	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025003	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025002	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025001	Wastewater Treatment Plant Operator Grade I/II/III 8Hr	1.00
EUD749025010	Wastewater Treatment Plant Operator Grade III 24Hr	1.00
EUD749025007	Wastewater Treatment Plant Operator Grade III 24Hr	1.00
EUD749020004	Wastewater Treatment Plant Operator Grade III 24Hr	1.00
EUD749020003	Wastewater Treatment Plant Operator Grade III 24Hr	1.00
EUD749020001	Wastewater Treatment Plant Operator Grade III 24Hr	1.00
EUD749030002	Wastewater Treatment Plant Operator Grade IV	1.00
EUD749030001	Wastewater Treatment Plant Operator Grade IV	1.00
EUD749029028	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029027	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029026	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029025	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029024	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029022	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029021	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029020	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029019	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029018	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029017	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029016	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029015	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029014	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029013	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029012	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029011	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029010	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029009	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029008	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029007	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029006	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029005	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029004	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029003	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029002	Wastewater Utility Maintenance Worker I/II	1.00

EUD749029001	Wastewater Utility Maintenance Worker I/II	1.00
EUD749029023	Wastewater Utility Maintenance Worker I/II	1.00
EUD749045001	Wastewater Utility Manager	1.00
EUD749047001	Water Conservation Administrator	1.00
EUD749078001	Water Conservation Specialist	1.00
EUD749051006	Water Conservation Worker I/II	1.00
EUD749051005	Water Conservation Worker I/II	1.00
EUD749051004	Water Conservation Worker I/II	1.00
EUD749051003	Water Conservation Worker I/II	1.00
EUD749051002	Water Conservation Worker I/II	1.00
EUD749051001	Water Conservation Worker I/II	1.00
EUD749085001	Water Distribution Superintendent	1.00
EUD749084004	Water Distribution Supervisor	1.00
EUD749084003	Water Distribution Supervisor	1.00
EUD749084002	Water Distribution Supervisor	1.00
EUD749084001	Water Distribution Supervisor	1.00
EUD749248029	Water Distribution Worker I/II	1.00
EUD749248028	Water Distribution Worker I/II	1.00
EUD749248027	Water Distribution Worker I/II	1.00
EUD749248026	Water Distribution Worker I/II	1.00
EUD749248025	Water Distribution Worker I/II	1.00
EUD749248024	Water Distribution Worker I/II	1.00
EUD749248023	Water Distribution Worker I/II	1.00
EUD749248022	Water Distribution Worker I/II	1.00
EUD749248021	Water Distribution Worker I/II	1.00
EUD749248020	Water Distribution Worker I/II	1.00
EUD749248019	Water Distribution Worker I/II	1.00
EUD749248018	Water Distribution Worker I/II	1.00
EUD749248017	Water Distribution Worker I/II	1.00
EUD749248016	Water Distribution Worker I/II	1.00
EUD749248015	Water Distribution Worker I/II	1.00
EUD749248014	Water Distribution Worker I/II	1.00
EUD749248013	Water Distribution Worker I/II	1.00
EUD749248012	Water Distribution Worker I/II	1.00
EUD749248011	Water Distribution Worker I/II	1.00
EUD749248010	Water Distribution Worker I/II	1.00
EUD749248009	Water Distribution Worker I/II	1.00
EUD749248008	Water Distribution Worker I/II	1.00
EUD749248007	Water Distribution Worker I/II	1.00
EUD749248006	Water Distribution Worker I/II	1.00
EUD749248005	Water Distribution Worker I/II	1.00
EUD749248004	Water Distribution Worker I/II	1.00
EUD749248003	Water Distribution Worker I/II	1.00
EUD749248002	Water Distribution Worker I/II	1.00
EUD749248001	Water Distribution Worker I/II	1.00
EUD749101001	Water Quality Lab Supervisor	1.00

EUD749101002	Water Quality Lab Supervisor	1.00
EUD741053001	Water Quality Technician	1.00
EUD749175001	Water Treatment Plant Chief Operator	1.00
EUD749230006	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749230005	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749230004	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749230003	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749230002	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749230001	Water Treatment Plant Operator Grade I/II/III 24Hr	1.00
EUD749244001	Water Utility Manager	1.00
Total for Department:	**EUD Environmental Utilities Department**	299.00

Position Code	Position Title	Allocated FTE
FIN240040003	Accountant I/II	1.00
FIN240040002	Accountant I/II	1.00
FIN241370001	Accounting Manager	1.00
FIN240043001	Accounting Supervisor	1.00
FIN249427001	Accounts Payable Supervisor	1.00
FIN240071001	Administrative Assistant	1.00
FIN240084002	Administrative Technician	1.00
FIN240084001	Administrative Technician	1.00
FIN241026001	Assistant Finance Director	1.00
FIN240915004	Budget Analyst I/II	1.00
FIN240915003	Budget Analyst I/II	1.00
FIN240915002	Budget Analyst I/II	1.00
FIN240915001	Budget Analyst I/II	1.00
FIN240930001	Budget Manager	1.00
FIN241060004	Buyer I/II	1.00
FIN241060003	Buyer I/II	1.00
FIN241060002	Buyer I/II	1.00
FIN241060001	Buyer I/II	1.00
FIN249550005	ERP Business Analyst I/II	1.00
FIN249550004	ERP Business Analyst I/II	1.00
FIN249550003	ERP Business Analyst I/II	1.00
FIN249550002	ERP Business Analyst I/II	1.00
FIN249550001	ERP Business Analyst I/II	1.00
FIN246520001	ERP Program Manager	1.00
FIN241155001	Finance Director	1.00
FIN242900001	Finance Manager	1.00
FIN243326006	Finance Technician I/II	1.00
FIN243326005	Finance Technician I/II	1.00
FIN243326004	Finance Technician I/II	1.00
FIN243326003	Finance Technician I/II	1.00
FIN243326002	Finance Technician I/II	1.00
FIN243326001	Finance Technician I/II	1.00

FIN241190001	Internal Control Accountant	1.00
FIN247203001	Inventory Control and Supply Technician	1.00
FIN248952002	Inventory Control and Supply Worker I/II	1.00
FIN248952001	Inventory Control and Supply Worker I/II	1.00
FIN240050001	Management Analyst I/II	1.00
FIN241124002	Payroll Analyst I/II	1.00
FIN241124001	Payroll Analyst I/II	1.00
FIN249428001	Payroll Supervisor	1.00
FIN245101004	Payroll Technician I/II	0.60
FIN245101003	Payroll Technician I/II	1.00
FIN245101002	Payroll Technician I/II	1.00
FIN245101001	Payroll Technician I/II	1.00
FIN241129004	Purchasing Supervisor	1.00
FIN245652001	Purchasing and Warehouse Manager	1.00
FIN241051005	Senior Accountant	1.00
FIN241051003	Senior Accountant	1.00
FIN241051002	Senior Accountant	1.00
FIN241051001	Senior Accountant	1.00
FIN247139001	Senior Buyer	1.00
FIN247147001	Senior Finance Technician	1.00
FIN247141001	Senior Payroll Technician	1.00
Total for Department:	**FIN Finance Department**	52.60

Position Code	Position Title	Allocated FTE
FIR480071001	Administrative Assistant	1.00
FIR480084001	Administrative Technician	1.00
FIR480480001	Assistant Fire Chief	1.00
FIR481645001	Public Information Officer	1.00
FIR482415001	EMS Quality Assurance Coordinator	1.00
FIR480905007	Fire Battalion Chief	1.00
FIR480905006	Fire Battalion Chief	1.00
FIR480905004	Fire Battalion Chief	1.00
FIR480905003	Fire Battalion Chief	1.00
FIR480905002	Fire Battalion Chief	1.00
FIR480905001	Fire Battalion Chief	1.00
FIR480905005	Fire Battalion Chief	1.00
FIR483320034	Fire Captain	1.00
FIR483320033	Fire Captain	1.00
FIR483320032	Fire Captain	1.00
FIR483320030	Fire Captain	1.00
FIR483320029	Fire Captain	1.00
FIR483320028	Fire Captain	1.00
FIR483320027	Fire Captain	1.00
FIR483320026	Fire Captain	1.00
FIR483320025	Fire Captain	1.00

FIR483320024	Fire Captain	1.00
FIR483320023	Fire Captain	1.00
FIR483320022	Fire Captain	1.00
FIR483320021	Fire Captain	1.00
FIR483320020	Fire Captain	1.00
FIR483320019	Fire Captain	1.00
FIR483320018	Fire Captain	1.00
FIR483320017	Fire Captain	1.00
FIR483320016	Fire Captain	1.00
FIR483320015	Fire Captain	1.00
FIR483320014	Fire Captain	1.00
FIR483320013	Fire Captain	1.00
FIR483320012	Fire Captain	1.00
FIR483320011	Fire Captain	1.00
FIR483320010	Fire Captain	1.00
FIR483320009	Fire Captain	1.00
FIR483320008	Fire Captain	1.00
FIR483320007	Fire Captain	1.00
FIR483320006	Fire Captain	1.00
FIR483320005	Fire Captain	1.00
FIR483320004	Fire Captain	1.00
FIR483320003	Fire Captain	1.00
FIR483320002	Fire Captain	1.00
FIR483320001	Fire Captain	1.00
FIR483320031	Fire Captain (8 Hr)	1.00
FIR483330001	Fire Chief	1.00
FIR483332002	Fire Division Chief	1.00
FIR483332001	Fire Division Chief	1.00
FIR483340033	Fire Engineer	1.00
FIR483340032	Fire Engineer	1.00
FIR483340031	Fire Engineer	1.00
FIR483340030	Fire Engineer	1.00
FIR483340029	Fire Engineer	1.00
FIR483340028	Fire Engineer	1.00
FIR483340027	Fire Engineer	1.00
FIR483340026	Fire Engineer	1.00
FIR483340025	Fire Engineer	1.00
FIR483340024	Fire Engineer	1.00
FIR483340023	Fire Engineer	1.00
FIR483340022	Fire Engineer	1.00
FIR483340021	Fire Engineer	1.00
FIR483340020	Fire Engineer	1.00
FIR483340019	Fire Engineer	1.00
FIR483340018	Fire Engineer	1.00
FIR483340017	Fire Engineer	1.00
FIR483340016	Fire Engineer	1.00

FIR483340015	Fire Engineer	1.00
FIR483340014	Fire Engineer	1.00
FIR483340013	Fire Engineer	1.00
FIR483340012	Fire Engineer	1.00
FIR483340011	Fire Engineer	1.00
FIR483340010	Fire Engineer	1.00
FIR483340009	Fire Engineer	1.00
FIR483340008	Fire Engineer	1.00
FIR483340007	Fire Engineer	1.00
FIR483340006	Fire Engineer	1.00
FIR483340005	Fire Engineer	1.00
FIR483340004	Fire Engineer	1.00
FIR483340003	Fire Engineer	1.00
FIR483340002	Fire Engineer	1.00
FIR483340001	Fire Engineer	1.00
FIR481174001	Fire Plans Examiner	1.00
FIR481022001	Fire and Environmental Inspection Supervisor	1.00
FIR483377005	Fire and Environmental Safety Inspector I/II	1.00
FIR483377004	Fire and Environmental Safety Inspector I/II	1.00
FIR483377003	Fire and Environmental Safety Inspector I/II	1.00
FIR483377002	Fire and Environmental Safety Inspector I/II	1.00
FIR483377001	Fire and Environmental Safety Inspector I/II	1.00
FIR483355039	Firefighter Paramedic I/II	1.00
FIR483355038	Firefighter Paramedic I/II	1.00
FIR483355037	Firefighter Paramedic I/II	1.00
FIR483355036	Firefighter Paramedic I/II	1.00
FIR483355035	Firefighter Paramedic I/II	1.00
FIR483355034	Firefighter Paramedic I/II	1.00
FIR483355033	Firefighter Paramedic I/II	1.00
FIR483355032	Firefighter Paramedic I/II	1.00
FIR483355031	Firefighter Paramedic I/II	1.00
FIR483355030	Firefighter Paramedic I/II	1.00
FIR483355029	Firefighter Paramedic I/II	1.00
FIR483355028	Firefighter Paramedic I/II	1.00
FIR483355027	Firefighter Paramedic I/II	1.00
FIR483355026	Firefighter Paramedic I/II	1.00
FIR483355025	Firefighter Paramedic I/II	1.00
FIR483355024	Firefighter Paramedic I/II	1.00
FIR483355023	Firefighter Paramedic I/II	1.00
FIR483355022	Firefighter Paramedic I/II	1.00
FIR483355021	Firefighter Paramedic I/II	1.00
FIR483355020	Firefighter Paramedic I/II	1.00
FIR483355019	Firefighter Paramedic I/II	1.00
FIR483355018	Firefighter Paramedic I/II	1.00
FIR483355017	Firefighter Paramedic I/II	1.00
FIR483355016	Firefighter Paramedic I/II	1.00

FIR483355015	Firefighter Paramedic I/II	1.00
FIR483355014	Firefighter Paramedic I/II	1.00
FIR483355013	Firefighter Paramedic I/II	1.00
FIR483355012	Firefighter Paramedic I/II	1.00
FIR483355011	Firefighter Paramedic I/II	1.00
FIR483355010	Firefighter Paramedic I/II	1.00
FIR483355009	Firefighter Paramedic I/II	1.00
FIR483355008	Firefighter Paramedic I/II	1.00
FIR483355007	Firefighter Paramedic I/II	1.00
FIR483355006	Firefighter Paramedic I/II	1.00
FIR483355005	Firefighter Paramedic I/II	1.00
FIR483355004	Firefighter Paramedic I/II	1.00
FIR483355003	Firefighter Paramedic I/II	1.00
FIR483355002	Firefighter Paramedic I/II	1.00
FIR483355001	Firefighter Paramedic I/II	1.00
FIR483412001	GIS Analyst I/II	1.00
FIR480050001	Management Analyst I/II	1.00
FIR484957001	Office Assistant I/II	1.00
Total for Department:	**FIR Fire Department**	131.00

Position Code	Position Title	Allocated FTE
HRD280071001	Administrative Assistant	1.00
HRD280484001	Assistant Human Resources Director	1.00
HRD283596005	Human Resources Analyst I/II	1.00
HRD283596004	Human Resources Analyst I/II	1.00
HRD283596003	Human Resources Analyst I/II	1.00
HRD283596002	Human Resources Analyst I/II	1.00
HRD283596001	Human Resources Analyst I/II	1.00
HRD283598001	Human Resources Director	1.00
HRD283599001	Human Resources Manager	1.00
HRD285235008	Human Resources Technician	1.00
HRD285235007	Human Resources Technician	1.00
HRD285235006	Human Resources Technician	1.00
HRD285235005	Human Resources Technician	1.00
HRD285235004	Human Resources Technician	1.00
HRD285235003	Human Resources Technician	1.00
HRD285235002	Human Resources Technician	1.00
HRD285235001	Human Resources Technician	1.00
HRD286450001	Risk Manager	1.00
HRD287178002	Senior Human Resources Technician	1.00
HRD287178001	Senior Human Resources Technician	1.00
Total for Department:	**HRD Human Resources Department**	20.00

Position Code	Position Title	Allocated FTE

ITD320084001	Administrative Technician	1.00
ITD329558002	Assistant Information Technology Director	1.00
ITD329558001	Assistant Information Technology Director	1.00
ITD321362013	Business Systems Analyst I/II	1.00
ITD321362012	Business Systems Analyst I/II	1.00
ITD321362011	Business Systems Analyst I/II	1.00
ITD321362010	Business Systems Analyst I/II	1.00
ITD321362009	Business Systems Analyst I/II	1.00
ITD321362007	Business Systems Analyst I/II	1.00
ITD321362006	Business Systems Analyst I/II	1.00
ITD321362005	Business Systems Analyst I/II	1.00
ITD321362004	Business Systems Analyst I/II	1.00
ITD321362003	Business Systems Analyst I/II	1.00
ITD321362002	Business Systems Analyst I/II	1.00
ITD321362001	Business Systems Analyst I/II	1.00
ITD321166003	Business Systems Supervisor	1.00
ITD321166002	Business Systems Supervisor	1.00
ITD321166001	Business Systems Supervisor	1.00
ITD321180001	Chief Information Officer	1.00
ITD321552006	Database Analyst I/II	1.00
ITD321552004	Database Analyst I/II	1.00
ITD321552003	Database Analyst I/II	1.00
ITD321552002	Database Analyst I/II	1.00
ITD321552001	Database Analyst I/II	1.00
ITD321168001	Database Supervisor	1.00
ITD323625001	Information Security Administrator	1.00
ITD323794012	Information Technology Analyst I/II	1.00
ITD323794010	Information Technology Analyst I/II	1.00
ITD323794009	Information Technology Analyst I/II	1.00
ITD323794007	Information Technology Analyst I/II	1.00
ITD323794006	Information Technology Analyst I/II	1.00
ITD323794003	Information Technology Analyst I/II	1.00
ITD323794002	Information Technology Analyst I/II	1.00
ITD323794001	Information Technology Analyst I/II	1.00
ITD329542001	Information Technology Client Services Supervisor	1.00
ITD323602005	Information Technology Program Manager	1.00
ITD323602004	Information Technology Program Manager	1.00
ITD323602003	Information Technology Program Manager	1.00
ITD323602002	Information Technology Program Manager	1.00
ITD323602001	Information Technology Program Manager	1.00
ITD321167001	Information Technology Supervisor	1.00
ITD323618004	Information Technology Technician I/II	1.00
ITD323618003	Information Technology Technician I/II	1.00
ITD320050001	Management Analyst I/II	1.00
ITD324956001	Office Assistant I/II	1.00
ITD321089003	Security Analyst I/II	1.00

ITD321089002	Security Analyst I/II	1.00
ITD321090001	Security Architect	1.00
ITD327149003	Senior Information Technology Technician	1.00
ITD327149001	Senior Information Technology Technician	1.00
ITD321091008	Systems Architect	1.00
ITD321091007	Systems Architect	1.00
ITD321091006	Systems Architect	1.00
ITD321091005	Systems Architect	1.00
ITD321091004	Systems Architect	1.00
ITD321091003	Systems Architect	1.00
ITD321091002	Systems Architect	1.00
ITD321091001	Systems Architect	1.00
Total for Department:	**ITD Information Technology Department**	58.00

Position Code	Position Title	Allocated FTE
PAC185610001	Public Affairs and Communications Director	1.00
PAC181645002	Public Information Officer	1.00
PAC181645001	Public Information Officer	1.00
PAC181659001	Deputy City Manager	1.00
PAC181109001	Digital Content Analyst	1.00
CMO143451001	Government Relations Administrator	1.00
PAC184517004	Marketing and Communication Analyst I/II	1.00
PAC184517002	Marketing and Communication Analyst I/II	1.00
PAC184517001	Marketing and Communication Analyst I/II	1.00
PAC181108001	Public Affairs and Communications Manager	1.00
PAC188426001	Video and Multimedia Technician	1.00
Total for Department:	**PAC Public Affairs and Communications**	11.00

Position Code	Position Title	Allocated FTE
POL440071001	Administrative Assistant	1.00
POL440100003	Animal Control Officer	1.00
POL440100002	Animal Control Officer	1.00
POL440100001	Animal Control Officer	1.00
POL440110001	Animal Control Supervisor	1.00
POL441430004	Communications Supervisor	1.00
POL441430003	Communications Supervisor	1.00
POL441430002	Communications Supervisor	1.00
POL441430001	Communications Supervisor	1.00
POL441380011	Community Services Officer I/II	1.00
POL441380010	Community Services Officer I/II	1.00
POL441380009	Community Services Officer I/II	1.00
POL441380008	Community Services Officer I/II	1.00
POL441380007	Community Services Officer I/II	1.00
POL441380006	Community Services Officer I/II	1.00

POL441380005	Community Services Officer I/II	1.00
POL441380002	Community Services Officer I/II	1.00
POL441380001	Community Services Officer I/II	1.00
POL441146001	Crime Analysis Supervisor	1.00
POL441475002	Crime Analyst	1.00
POL441186001	Crime Scene Investigations Supervisor	1.00
POL445494004	Crime Scene Investigator I/II	1.00
POL445494002	Crime Scene Investigator I/II	1.00
POL445494001	Crime Scene Investigator I/II	1.00
POL441700022	Dispatcher I/II	1.00
POL441700021	Dispatcher I/II	1.00
POL441700020	Dispatcher I/II	1.00
POL441700019	Dispatcher I/II	1.00
POL441700018	Dispatcher I/II	1.00
POL441700017	Dispatcher I/II	1.00
POL441700016	Dispatcher I/II	1.00
POL441700015	Dispatcher I/II	1.00
POL441700014	Dispatcher I/II	1.00
POL441700013	Dispatcher I/II	1.00
POL441700012	Dispatcher I/II	1.00
POL441700011	Dispatcher I/II	1.00
POL441700010	Dispatcher I/II	1.00
POL441700009	Dispatcher I/II	1.00
POL441700008	Dispatcher I/II	1.00
POL441700007	Dispatcher I/II	1.00
POL441700006	Dispatcher I/II	1.00
POL441700005	Dispatcher I/II	1.00
POL441700004	Dispatcher I/II	1.00
POL441700003	Dispatcher I/II	1.00
POL441700002	Dispatcher I/II	1.00
POL441700001	Dispatcher I/II	1.00
POL440050001	Management Analyst I/II	1.00
POL445400003	Police Captain	1.00
POL445400002	Police Captain	1.00
POL445400001	Police Captain	1.00
POL445410001	Police Chief	1.00
POL441187001	Police Code Enforcement Officer	1.00
POL441163001	Police Community Outreach Specialist	1.00
POL445420009	Police Lieutenant	1.00
POL445420008	Police Lieutenant	1.00
POL445420007	Police Lieutenant	1.00
POL445420006	Police Lieutenant	1.00
POL445420004	Police Lieutenant	1.00
POL445420003	Police Lieutenant	1.00
POL445420002	Police Lieutenant	1.00
POL445420001	Police Lieutenant	1.00

POL445430133	Police Officer/Police Trainee	1.00
POL445430132	Police Officer/Police Trainee	1.00
POL445430131	Police Officer/Police Trainee	1.00
POL445430130	Police Officer/Police Trainee	1.00
POL445430129	Police Officer/Police Trainee	1.00
POL445430128	Police Officer/Police Trainee	1.00
POL445430127	Police Officer/Police Trainee	1.00
POL445430126	Police Officer/Police Trainee	1.00
POL445430125	Police Officer/Police Trainee	1.00
POL445430124	Police Officer/Police Trainee	1.00
POL445430123	Police Officer/Police Trainee	1.00
POL445430122	Police Officer/Police Trainee	1.00
POL445430121	Police Officer/Police Trainee	1.00
POL445430120	Police Officer/Police Trainee	1.00
POL445430119	Police Officer/Police Trainee	1.00
POL445430118	Police Officer/Police Trainee	1.00
POL445430117	Police Officer/Police Trainee	1.00
POL445430116	Police Officer/Police Trainee	1.00
POL445430115	Police Officer/Police Trainee	1.00
POL445430114	Police Officer/Police Trainee	1.00
POL445430113	Police Officer/Police Trainee	1.00
POL445430112	Police Officer/Police Trainee	1.00
POL445430111	Police Officer/Police Trainee	1.00
POL445430110	Police Officer/Police Trainee	1.00
POL445430109	Police Officer/Police Trainee	1.00
POL445430108	Police Officer/Police Trainee	1.00
POL445430107	Police Officer/Police Trainee	1.00
POL445430106	Police Officer/Police Trainee	1.00
POL445430105	Police Officer/Police Trainee	1.00
POL445430104	Police Officer/Police Trainee	1.00
POL445430103	Police Officer/Police Trainee	1.00
POL445430102	Police Officer/Police Trainee	1.00
POL445430101	Police Officer/Police Trainee	1.00
POL445430100	Police Officer/Police Trainee	1.00
POL445430099	Police Officer/Police Trainee	1.00
POL445430098	Police Officer/Police Trainee	1.00
POL445430097	Police Officer/Police Trainee	1.00
POL445430096	Police Officer/Police Trainee	1.00
POL445430095	Police Officer/Police Trainee	1.00
POL445430094	Police Officer/Police Trainee	1.00
POL445430093	Police Officer/Police Trainee	1.00
POL445430092	Police Officer/Police Trainee	1.00
POL445430091	Police Officer/Police Trainee	1.00
POL445430090	Police Officer/Police Trainee	1.00
POL445430089	Police Officer/Police Trainee	1.00
POL445430088	Police Officer/Police Trainee	1.00

POL445430087	Police Officer/Police Trainee	1.00
POL445430086	Police Officer/Police Trainee	1.00
POL445430085	Police Officer/Police Trainee	1.00
POL445430084	Police Officer/Police Trainee	1.00
POL445430083	Police Officer/Police Trainee	1.00
POL445430082	Police Officer/Police Trainee	1.00
POL445430081	Police Officer/Police Trainee	1.00
POL445430080	Police Officer/Police Trainee	1.00
POL445430079	Police Officer/Police Trainee	1.00
POL445430078	Police Officer/Police Trainee	1.00
POL445430077	Police Officer/Police Trainee	1.00
POL445430076	Police Officer/Police Trainee	1.00
POL445430075	Police Officer/Police Trainee	1.00
POL445430074	Police Officer/Police Trainee	1.00
POL445430073	Police Officer/Police Trainee	1.00
POL445430072	Police Officer/Police Trainee	1.00
POL445430071	Police Officer/Police Trainee	1.00
POL445430070	Police Officer/Police Trainee	1.00
POL445430069	Police Officer/Police Trainee	1.00
POL445430068	Police Officer/Police Trainee	1.00
POL445430067	Police Officer/Police Trainee	1.00
POL445430066	Police Officer/Police Trainee	1.00
POL445430065	Police Officer/Police Trainee	1.00
POL445430064	Police Officer/Police Trainee	1.00
POL445430063	Police Officer/Police Trainee	1.00
POL445430062	Police Officer/Police Trainee	1.00
POL445430061	Police Officer/Police Trainee	1.00
POL445430060	Police Officer/Police Trainee	1.00
POL445430059	Police Officer/Police Trainee	1.00
POL445430058	Police Officer/Police Trainee	1.00
POL445430057	Police Officer/Police Trainee	1.00
POL445430056	Police Officer/Police Trainee	1.00
POL445430055	Police Officer/Police Trainee	1.00
POL445430054	Police Officer/Police Trainee	1.00
POL445430053	Police Officer/Police Trainee	1.00
POL445430052	Police Officer/Police Trainee	1.00
POL445430051	Police Officer/Police Trainee	1.00
POL445430050	Police Officer/Police Trainee	1.00
POL445430049	Police Officer/Police Trainee	1.00
POL445430048	Police Officer/Police Trainee	1.00
POL445430047	Police Officer/Police Trainee	1.00
POL445430046	Police Officer/Police Trainee	1.00
POL445430045	Police Officer/Police Trainee	1.00
POL445430044	Police Officer/Police Trainee	1.00
POL445430043	Police Officer/Police Trainee	1.00
POL445430042	Police Officer/Police Trainee	1.00

POL445430041	Police Officer/Police Trainee	1.00
POL445430040	Police Officer/Police Trainee	1.00
POL445430039	Police Officer/Police Trainee	1.00
POL445430038	Police Officer/Police Trainee	1.00
POL445430037	Police Officer/Police Trainee	1.00
POL445430036	Police Officer/Police Trainee	1.00
POL445430035	Police Officer/Police Trainee	1.00
POL445430034	Police Officer/Police Trainee	1.00
POL445430033	Police Officer/Police Trainee	1.00
POL445430032	Police Officer/Police Trainee	1.00
POL445430031	Police Officer/Police Trainee	1.00
POL445430030	Police Officer/Police Trainee	1.00
POL445430029	Police Officer/Police Trainee	1.00
POL445430028	Police Officer/Police Trainee	1.00
POL445430027	Police Officer/Police Trainee	1.00
POL445430026	Police Officer/Police Trainee	1.00
POL445430025	Police Officer/Police Trainee	1.00
POL445430024	Police Officer/Police Trainee	1.00
POL445430023	Police Officer/Police Trainee	1.00
POL445430022	Police Officer/Police Trainee	1.00
POL445430021	Police Officer/Police Trainee	1.00
POL445430020	Police Officer/Police Trainee	1.00
POL445430019	Police Officer/Police Trainee	1.00
POL445430018	Police Officer/Police Trainee	1.00
POL445430017	Police Officer/Police Trainee	1.00
POL445430016	Police Officer/Police Trainee	1.00
POL445430015	Police Officer/Police Trainee	1.00
POL445430014	Police Officer/Police Trainee	1.00
POL445430013	Police Officer/Police Trainee	1.00
POL445430012	Police Officer/Police Trainee	1.00
POL445430011	Police Officer/Police Trainee	1.00
POL445430010	Police Officer/Police Trainee	1.00
POL445430009	Police Officer/Police Trainee	1.00
POL445430008	Police Officer/Police Trainee	1.00
POL445430007	Police Officer/Police Trainee	1.00
POL445430006	Police Officer/Police Trainee	1.00
POL445430005	Police Officer/Police Trainee	1.00
POL445430004	Police Officer/Police Trainee	1.00
POL445430003	Police Officer/Police Trainee	1.00
POL445430002	Police Officer/Police Trainee	1.00
POL445430001	Police Officer/Police Trainee	1.00
POL445429001	Police Property and Evidence Supervisor	1.00
POL441094004	Police Property and Evidence Technician I/II	1.00
POL441094003	Police Property and Evidence Technician I/II	1.00
POL441094002	Police Property and Evidence Technician I/II	1.00
POL441094001	Police Property and Evidence Technician I/II	1.00

POL445440010	Police Records Clerk I/II	1.00
POL445440009	Police Records Clerk I/II	1.00
POL445440008	Police Records Clerk I/II	1.00
POL445440007	Police Records Clerk I/II	1.00
POL445440005	Police Records Clerk I/II	1.00
POL445440004	Police Records Clerk I/II	1.00
POL445440003	Police Records Clerk I/II	1.00
POL445440002	Police Records Clerk I/II	1.00
POL445440001	Police Records Clerk I/II	1.00
POL445748002	Police Records Supervisor	1.00
POL445748001	Police Records Supervisor	1.00
POL445470017	Police Sergeant	1.00
POL445470016	Police Sergeant	1.00
POL445470015	Police Sergeant	1.00
POL445470014	Police Sergeant	1.00
POL445470013	Police Sergeant	1.00
POL445470012	Police Sergeant	1.00
POL445470011	Police Sergeant	1.00
POL445470010	Police Sergeant	1.00
POL445470009	Police Sergeant	1.00
POL445470008	Police Sergeant	1.00
POL445470007	Police Sergeant	1.00
POL445470006	Police Sergeant	1.00
POL445470005	Police Sergeant	1.00
POL445470004	Police Sergeant	1.00
POL445470003	Police Sergeant	1.00
POL445470002	Police Sergeant	1.00
POL445470001	Police Sergeant	1.00
POL445489002	Police Services Administrator	1.00
POL445489001	Police Services Administrator	1.00
POL441139001	Police Social Services Practitioner I/II	1.00
POL441126001	Police Social Services Supervisor	1.00
POL44117001	Police Systems Security and Compliance Technician	1.00
POL441170002	Police Systems Security and Compliance Technician	1.00
POL445657001	Public Safety Program Coordinator	1.00
POL441169002	Real Time Crime Center Specialist	1.00
POL441169001	Real Time Crime Center Specialist	1.00
POL441092003	Senior Police Records Clerk	1.00
POL441092002	Senior Police Records Clerk	1.00
Total for Department:	**POL Police Department**	238.00

Position Code	Position Title	Allocated FTE
PRL580071001	Administrative Assistant	1.00
PRL580084008	Administrative Technician	1.00
PRL580084007	Administrative Technician	1.00

PRL580084006	Administrative Technician	1.00
PRL580084005	Administrative Technician	1.00
PRL580084004	Administrative Technician	1.00
PRL580084003	Administrative Technician	1.00
PRL580084002	Administrative Technician	1.00
PRL580084001	Administrative Technician	1.00
PRL588302002	Aquatics Maintenance Technician	1.00
PRL588302001	Aquatics Maintenance Technician	1.00
PRL588300001	Arborist Technician	1.00
PRL581225015	Child Care Site Coordinator	0.75
PRL581225014	Child Care Site Coordinator	1.00
PRL581225013	Child Care Site Coordinator	0.75
PRL581225012	Child Care Site Coordinator	1.00
PRL581225011	Child Care Site Coordinator	1.00
PRL581225010	Child Care Site Coordinator	1.00
PRL581225009	Child Care Site Coordinator	1.00
PRL581225008	Child Care Site Coordinator	0.75
PRL581225007	Child Care Site Coordinator	1.00
PRL581225006	Child Care Site Coordinator	1.00
PRL581225005	Child Care Site Coordinator	1.00
PRL581225004	Child Care Site Coordinator	0.75
PRL581225003	Child Care Site Coordinator	1.00
PRL581225002	Child Care Site Coordinator	1.00
PRL581225001	Child Care Site Coordinator	1.00
PRL581142001	City Librarian	1.00
PRL583740001	Cultural Arts Supervisor	1.00
PRL581645002	Public Information Officer	1.00
PRL581101001	Graphic Designer	1.00
PRL585075002	Irrigation Technician	1.00
PRL584152007	Librarian I/II	0.50
PRL584152005	Librarian I/II	1.00
PRL584152004	Librarian I/II	1.00
PRL584152003	Librarian I/II	1.00
PRL584152002	Librarian I/II	1.00
PRL584152001	Librarian I/II	1.00
PRL584210005	Library Assistant I/II	1.00
PRL584210003	Library Assistant I/II	1.00
PRL584210002	Library Assistant I/II	1.00
PRL584210001	Library Assistant I/II	1.00
PRL589544009	Library Supervisor	1.00
PRL589544005	Library Supervisor	1.00
PRL589544001	Library Supervisor	1.00
PRL584250003	Library Technician	1.00
PRL584250002	Library Technician	1.00
PRL584250001	Library Technician	1.00
PRL580050003	Management Analyst I/II	1.00

PRL580050002	Management Analyst I/II	1.00
PRL580050001	Management Analyst I/II	1.00
PRL584517002	Marketing and Communication Analyst I/II	1.00
PRL584517001	Marketing and Communication Analyst I/II	1.00
PRL581121001	Museum Assistant	1.00
PRL589545001	Natural Resources Specialist I/II	1.00
PRL584872003	Natural Resources Worker I/II	1.00
PRL584872002	Natural Resources Worker I/II	1.00
PRL584872001	Natural Resources Worker I/II	1.00
PRL584872006	Natural Resources Worker I/II	1.00
PRL584872005	Natural Resources Worker I/II	1.00
PRL584872004	Natural Resources Worker I/II	1.00
PRL584957009	Office Assistant I/II	1.00
PRL584957006	Office Assistant I/II	1.00
PRL584957003	Office Assistant I/II	1.00
PRL584957002	Office Assistant I/II	1.00
PRL585022002	Park Development Project Manager I/II	1.00
PRL585022001	Park Development Project Manager I/II	1.00
PRL581106001	Park Planning and Development Manager	1.00
PRL581160003	Parks Contract Compliance Technician	1.00
PRL581160002	Parks Contract Compliance Technician	1.00
PRL581160001	Parks Contract Compliance Technician	1.00
PRL581162002	Parks Inspector	1.00
PRL581162001	Parks Inspector	1.00
PRL585080033	Parks Maintenance Worker I/II	1.00
PRL585080032	Parks Maintenance Worker I/II	1.00
PRL585080031	Parks Maintenance Worker I/II	1.00
PRL585080030	Parks Maintenance Worker I/II	1.00
PRL585080029	Parks Maintenance Worker I/II	1.00
PRL585080028	Parks Maintenance Worker I/II	1.00
PRL585080027	Parks Maintenance Worker I/II	1.00
PRL585080026	Parks Maintenance Worker I/II	1.00
PRL585080025	Parks Maintenance Worker I/II	1.00
PRL585080024	Parks Maintenance Worker I/II	1.00
PRL585080023	Parks Maintenance Worker I/II	1.00
PRL585080022	Parks Maintenance Worker I/II	1.00
PRL585080021	Parks Maintenance Worker I/II	1.00
PRL585080020	Parks Maintenance Worker I/II	1.00
PRL585080019	Parks Maintenance Worker I/II	1.00
PRL585080018	Parks Maintenance Worker I/II	1.00
PRL585080017	Parks Maintenance Worker I/II	1.00
PRL585080016	Parks Maintenance Worker I/II	1.00
PRL585080015	Parks Maintenance Worker I/II	1.00
PRL585080014	Parks Maintenance Worker I/II	1.00
PRL585080013	Parks Maintenance Worker I/II	1.00
PRL585080012	Parks Maintenance Worker I/II	1.00

PRL585080011	Parks Maintenance Worker I/II	1.00
PRL585080010	Parks Maintenance Worker I/II	1.00
PRL585080009	Parks Maintenance Worker I/II	1.00
PRL585080008	Parks Maintenance Worker I/II	1.00
PRL585080007	Parks Maintenance Worker I/II	1.00
PRL585080006	Parks Maintenance Worker I/II	1.00
PRL585080005	Parks Maintenance Worker I/II	1.00
PRL585080004	Parks Maintenance Worker I/II	1.00
PRL585080003	Parks Maintenance Worker I/II	1.00
PRL585080002	Parks Maintenance Worker I/II	1.00
PRL585080001	Parks Maintenance Worker I/II	1.00
PRL581161001	Parks Maintenance and Construction Technician	1.00
PRL585082001	Parks Recreation and Libraries Director	1.00
PRL589547004	Parks Recreation and Libraries Manager	1.00
PRL589547003	Parks Recreation and Libraries Manager	1.00
PRL589547002	Parks Recreation and Libraries Manager	1.00
PRL589546003	Parks and Open Space Superintendent	1.00
PRL589546001	Parks and Open Space Superintendent	1.00
PRL585069005	Parks and Open Space Supervisor	1.00
PRL585069004	Parks and Open Space Supervisor	1.00
PRL585069003	Parks and Open Space Supervisor	1.00
PRL585069002	Parks and Open Space Supervisor	1.00
PRL585069001	Parks and Open Space Supervisor	1.00
PRL589543011	Recreation Coordinator I/II	1.00
PRL589543010	Recreation Coordinator I/II	1.00
PRL589543009	Recreation Coordinator I/II	1.00
PRL589543007	Recreation Coordinator I/II	1.00
PRL589543006	Recreation Coordinator I/II	1.00
PRL589543005	Recreation Coordinator I/II	1.00
PRL589543004	Recreation Coordinator I/II	1.00
PRL589543003	Recreation Coordinator I/II	1.00
PRL589543002	Recreation Coordinator I/II	1.00
PRL589543001	Recreation Coordinator I/II	1.00
PRL589543008	Recreation Coordinator I/II	1.00
PRL588304005	Recreation Leader	1.00
PRL588304004	Recreation Leader	1.00
PRL588304003	Recreation Leader	1.00
PRL588304002	Recreation Leader	1.00
PRL588304001	Recreation Leader	1.00
PRL581143005	Recreation Superintendent	1.00
PRL581143004	Recreation Superintendent	1.00
PRL581143002	Recreation Superintendent	1.00
PRL581144008	Recreation Supervisor	1.00
PRL581144007	Recreation Supervisor	1.00
PRL581144006	Recreation Supervisor	1.00
PRL581144004	Recreation Supervisor	1.00

PRL581144003	Recreation Supervisor	1.00
PRL581144002	Recreation Supervisor	1.00
PRL581144001	Recreation Supervisor	1.00
PRL583733001	Senior Interpretive Services Specialist	1.00
PRL587154001	Senior Natural Resources Worker	1.00
PRL581119001	Senior Park Development Project Manager	1.00
PRL587192006	Senior Parks Maintenance Worker	1.00
PRL587192005	Senior Parks Maintenance Worker	1.00
PRL587192004	Senior Parks Maintenance Worker	1.00
PRL587192003	Senior Parks Maintenance Worker	1.00
PRL587192002	Senior Parks Maintenance Worker	1.00
PRL587192001	Senior Parks Maintenance Worker	1.00
PRL587201001	Senior Tree Trimmer	1.00
PRL581504002	Tree Trimmer I/II	1.00
PRL581504001	Tree Trimmer I/II	1.00
PRL581107001	Turf and Sports Field Technician	1.00
PRL588762001	Urban Forester	1.00
PRL581641004	Youth Development Program Coordinator	1.00
PRL581641003	Youth Development Program Coordinator	1.00
PRL581641001	Youth Development Program Coordinator	1.00
Total for Department:	**PRL Parks Recreation and Libraries**	159.50

Position Code	Position Title	Allocated FTE
PWD620088001	Associate/Assistant Transportation Planner	1.00
PWD620071001	Administrative Assistant	1.00
PWD620084007	Administrative Technician	1.00
PWD620084006	Administrative Technician	0.75
PWD620084005	Administrative Technician	1.00
PWD620084004	Administrative Technician	1.00
PWD620084003	Administrative Technician	1.00
PWD620084002	Administrative Technician	1.00
PWD620084001	Administrative Technician	1.00
PWD620090001	Alternative Transportation Manager	1.00
PWD621148001	Assistant Public Works Director	1.00
PWD621005012	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005011	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005010	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005009	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005008	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005007	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005006	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005005	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005004	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005003	Associate (PE)/Assistant/Junior Engineer	1.00
PWD621005001	Associate (PE)/Assistant/Junior Engineer	1.00

PWD620088003	Associate/Assistant Transportation Planner	1.00
PWD621032007	Building Maintenance Worker I/II	1.00
PWD621032006	Building Maintenance Worker I/II	1.00
PWD621032005	Building Maintenance Worker I/II	1.00
PWD621032004	Building Maintenance Worker I/II	1.00
PWD621032003	Building Maintenance Worker I/II	1.00
PWD621032002	Building Maintenance Worker I/II	1.00
PWD621032001	Building Maintenance Worker I/II	1.00
PWD621401001	Community Relations Analyst	1.00
PWD621485006	Custodian	1.00
PWD621485005	Custodian	1.00
PWD621485004	Custodian	1.00
PWD621485003	Custodian	1.00
PWD621485002	Custodian	1.00
PWD621485001	Custodian	1.00
PWD621025001	Custodian Supervisor	1.00
PWD622385005	Electronics Technician I/II/III	1.00
PWD622385004	Electronics Technician I/II/III	1.00
PWD622385003	Electronics Technician I/II/III	1.00
PWD622385002	Electronics Technician I/II/III	1.00
PWD622385001	Electronics Technician I/II/III	1.00
PWD621350001	Engineering Technician I/II	1.00
PWD621300002	Engineering Technician I/II	1.00
PWD622560005	Equipment Serviceworker	1.00
PWD622560004	Equipment Serviceworker	1.00
PWD622560003	Equipment Serviceworker	1.00
PWD622560002	Equipment Serviceworker	1.00
PWD622560001	Equipment Serviceworker	1.00
PWD624321001	Facilities Supervisor	1.00
PWD623319001	Fleet Management Technician	1.00
PWD621113001	Fleet Services Parts Buyer	1.00
PWD622565002	Fleet Services Supervisor	1.00
PWD622565001	Fleet Services Supervisor	1.00
PWD622214001	GIS Technician I/II	1.00
PWD621140001	Intelligent Transportation Systems Maintenance Supervisor	1.00
PWD628952002	Inventory Control and Supply Worker I/II	1.00
PWD628952001	Inventory Control and Supply Worker I/II	1.00
PWD620050002	Management Analyst I/II	1.00
PWD620050001	Management Analyst I/II	1.00
PWD624501011	Mechanic I/II	1.00
PWD624501010	Mechanic I/II	1.00
PWD624501009	Mechanic I/II	1.00
PWD624501008	Mechanic I/II	1.00
PWD624501007	Mechanic I/II	1.00
PWD624501006	Mechanic I/II	1.00
PWD624501005	Mechanic I/II	1.00

PWD624501004	Mechanic I/II	1.00
PWD624501003	Mechanic I/II	1.00
PWD624501002	Mechanic I/II	1.00
PWD624501001	Mechanic I/II	1.00
PWD624957008	Office Assistant I/II	1.00
PWD624957007	Office Assistant I/II	0.50
PWD624957006	Office Assistant I/II	1.00
PWD624957005	Office Assistant I/II	1.00
PWD624957003	Office Assistant I/II	1.00
PWD624957002	Office Assistant I/II	1.00
PWD625514001	Principal Engineer	1.00
PWD625560004	Project Coordinator	1.00
PWD625560003	Project Coordinator	1.00
PWD625560002	Project Coordinator	1.00
PWD625560001	Project Coordinator	1.00
PWD621069001	Project Supervisor	1.00
PWD625635001	Public Works Director	1.00
PWD621087002	Public Works Manager	1.00
PWD621087001	Public Works Manager	1.00
PWD627119001	Senior Building Maintenance Worker	1.00
PWD627144001	Senior Custodian	1.00
PWD627170001	Senior Electronic Technician	1.00
PWD627142004	Senior Engineer	1.00
PWD627142003	Senior Engineer	1.00
PWD627142002	Senior Engineer	1.00
PWD627142001	Senior Engineer	1.00
PWD627189002	Senior Mechanic	1.00
PWD627189001	Senior Mechanic	1.00
PWD627187006	Senior Street Maintenance Worker	1.00
PWD627187005	Senior Street Maintenance Worker	1.00
PWD627187003	Senior Street Maintenance Worker	1.00
PWD627187002	Senior Street Maintenance Worker	1.00
PWD627187001	Senior Street Maintenance Worker	1.00
PWD621183001	Senior Street Sweeper Operator	1.00
PWD621073001	Street Maintenance Manager	1.00
PWD627522003	Street Maintenance Supervisor	1.00
PWD627522002	Street Maintenance Supervisor	1.00
PWD627522001	Street Maintenance Supervisor	1.00
PWD627530021	Street Maintenance Worker I/II	1.00
PWD627530020	Street Maintenance Worker I/II	1.00
PWD627530019	Street Maintenance Worker I/II	1.00
PWD627530018	Street Maintenance Worker I/II	1.00
PWD627530017	Street Maintenance Worker I/II	1.00
PWD627530016	Street Maintenance Worker I/II	1.00
PWD627530015	Street Maintenance Worker I/II	1.00
PWD627530014	Street Maintenance Worker I/II	1.00

PWD627530013	Street Maintenance Worker I/II	1.00
PWD627530012	Street Maintenance Worker I/II	1.00
PWD627530011	Street Maintenance Worker I/II	1.00
PWD627530010	Street Maintenance Worker I/II	1.00
PWD627530009	Street Maintenance Worker I/II	1.00
PWD627530008	Street Maintenance Worker I/II	1.00
PWD627530007	Street Maintenance Worker I/II	1.00
PWD627530006	Street Maintenance Worker I/II	1.00
PWD627530005	Street Maintenance Worker I/II	1.00
PWD627530004	Street Maintenance Worker I/II	1.00
PWD627530003	Street Maintenance Worker I/II	1.00
PWD627530002	Street Maintenance Worker I/II	1.00
PWD627530001	Street Maintenance Worker I/II	1.00
PWD27530021	Street Maintenance Worker I/II	1.00
PWD627540005	Street Sweeper Operator	1.00
PWD627540004	Street Sweeper Operator	1.00
PWD627540003	Street Sweeper Operator	1.00
PWD627540002	Street Sweeper Operator	1.00
PWD627540001	Street Sweeper Operator	1.00
PWD622376003	Traffic Signal Maintenance Worker	1.00
PWD622376002	Traffic Signal Maintenance Worker I/II	1.00
PWD622376001	Traffic Signal Maintenance Worker I/II	1.00
PWD621110001	Transit Operations Supervisor	1.00
PWD621052001	Transportation Grants Analyst	1.00
PWD621111001	Transportation Technician I/II	1.00
Total for Department:	**PWD Public Works**	138.25

Total for All Departments:	1432.10

Report : Position Allocation by Department , No Names

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.17
File #: 0400-04-12-1
Item ID: 2026-606

Title:	Baseline Marketplace Baseline Road Segment 1, 2, and 3 - Notice of Completion
Contact:	Andrew Druck 916-774-5577 adruck@roseville.ca.us

SUMMARY

Staff recommends approval of the Notice of Completion for the Baseline Marketplace Baseline Road Segments 1, 2, and 3. The Engineering Division has made a final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no impact to the City's General Fund. Construction costs were paid by the developer.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution accepting Baseline Marketplace Baseline Road Segments 1, 2, and 3, CWJ #191108, as complete and authorizing the City Engineer to execute the Notice of Completion.

BACKGROUND

The Engineering Division has made a final inspection of the above project and has determined that the roadway infrastructure work is complete in accordance with the improvement plans and City specifications.

FISCAL IMPACT

The actions requested have no impact to the City's General Fund. Construction costs were paid by the developer.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The Notice of Completion meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Andrew Druck, Senior Construction Inspector

Mike Isom, Development Services Director

ATTACHMENTS:

1. Resolution 26-284
2. NOC
3. Vicinity Map
4. Final Map

REVIEWERS:

Andrew Druck, Development Services Department - Engineering Division	Created/Initiated - 7/9/2026
Marc Stout, Development Services Department - Engineering Division	Approved - 7/9/2026
Mike Isom, Development Services Department	Approved - 7/9/2026
Kelly Aye, City Attorney Department	Approved - 7/13/2026
Katrina Six, City Clerk Department	Approved - 7/13/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/22/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-284

RESOLUTION OF THE COUNCIL OF THE CITY OF ROSEVILLE ACCEPTING THE PUBLIC WORK KNOWN AS BASELINE MARKETPLACE BASELINE ROAD SEGMENT 1, 2, AND 3 PROJECT, APPROVING THE "NOTICE OF COMPLETION", AND AUTHORIZING AND DIRECTING THE CITY ENGINEER TO EXECUTE SAID NOTICE ON BEHALF OF THE CITY OF ROSEVILLE, THEREFORE, AND ACCEPTING A PORTION OF THE DEDICATIONS OFFERED ON THE RECORDED MAP OF THE SUBDIVISION.

BE IT RESOLVED by the Council of the City of Roseville as follows:

1. The "Notice of Completion" on file in the City Clerk's Department relative to that public work known as the Baseline Marketplace Baseline Road Segment 1, 2, and 3 is hereby approved and the public work accepted.

2. A portion of the right-of-way and easements offered for dedication on the final map of **Sierra Vista DF Properties, Inc Large Lot** recorded in Book **FF** of Maps, Page **21** in the office of the recorder of Placer County, is hereby accepted by the City in part as said dedications relates to the improvement plan set known as Baseline Marketplace Baseline Road Segment 1, 2, and 3.
3. The City Engineer is hereby authorized and directed to execute said Notice on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville, this_____day of _____, 20____ , by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
CITY CLERK

RECORDING REQUESTED BY AND WHEN
RECORDED MAIL TO:

CITY CLERK
CITY OF ROSEVILLE
311 VERNON STREET
ROSEVILLE, CA 95678

Exempt from recording fees
Pursuant to Gov't Code §27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work of improvement known as the Baseline Marketplace Baseline Road Segment 1, 2, and 3 Project was completed and accepted by the City of Roseville on _____. The location is situated in the City of Roseville, County of Placer, State of California and is indicated on the attached map, marked as Exhibit "A" and incorporated herein by this reference. The real property herein described is owned by the City of Roseville, 311 Vernon Street, Roseville CA 95678.

The direct/general contractor on said project was Marques General Engineering, Inc.

The surety on said project was Everest National Insurance Company (Bond #ES00017589)

_____.

_____

Marc Stout

City Engineer
City of Roseville
Owner

ATTEST:

_____
Carmen Avalos, City Clerk

State of California)
County of Placer)

I, Marc Stout, being first duly sworn, depose and say: I am the City Engineer of the City of Roseville, a municipal corporation in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Roseville. I have read the Notice of Completion and know its contents and the facts stated therein are true.

_____

Marc Stout

City Engineer
City of Roseville

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

State of California)
County of Placer)

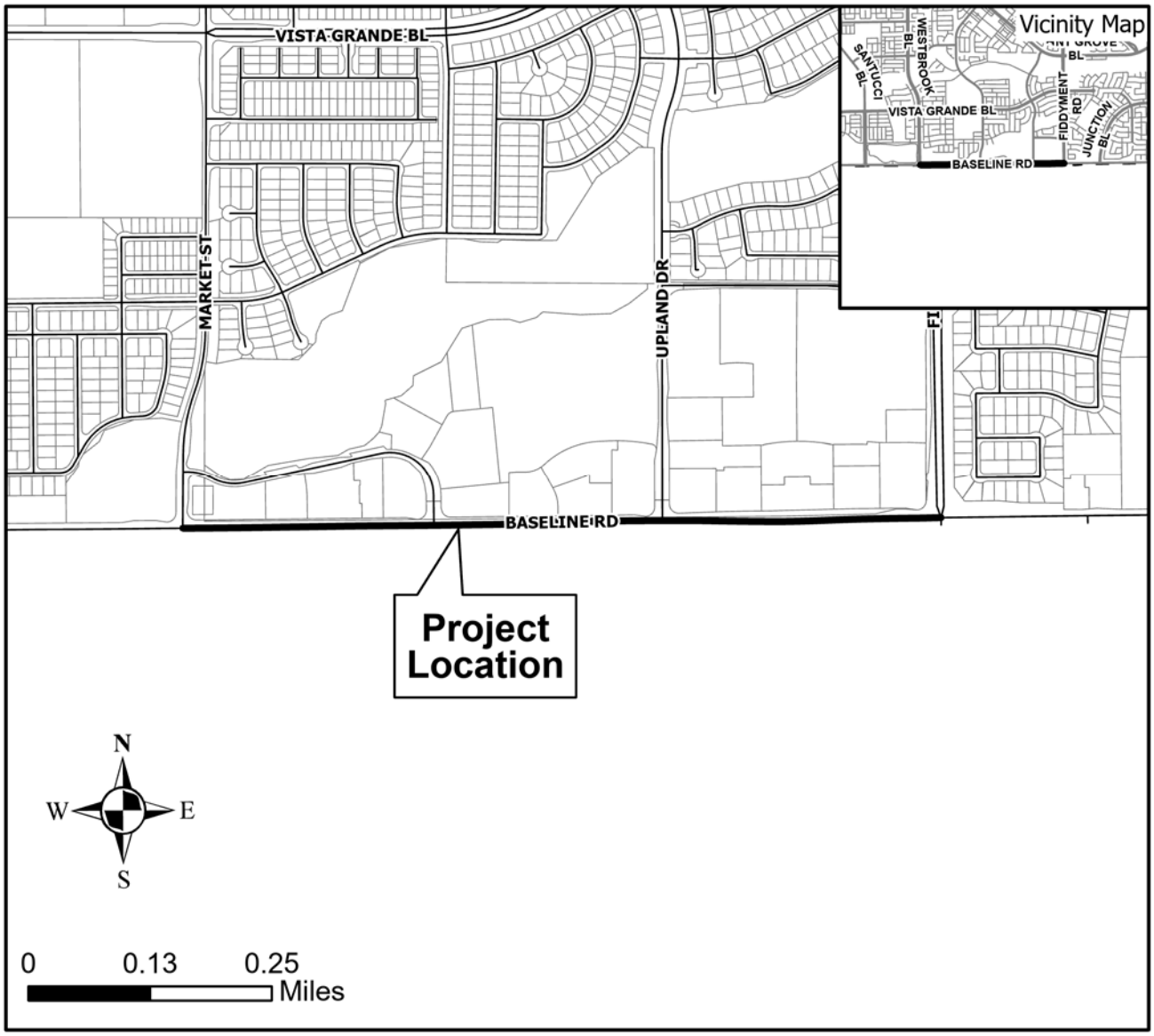
Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20___, Marc Stout proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

_____

Place Notary Seal and/or Stamp Above *Signature of Notary Public*

Exhibit A: Location Map

City of Roseville
Baseline Marketplace
Baseline Road Segments 1, 2, and 3



OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CERTIFY THAT THEY ARE THE ONLY PERSONS HAVING ANY RECORD TITLE INTEREST IN THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" AND THEY HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF THIS FINAL MAP AND HEREBY OFFER FOR DEDICATION AND DO HEREBY DEDICATE FOR SPECIFIC PURPOSES THE FOLLOWING:

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS EASEMENTS FOR PUBLIC PURPOSES:

(A) A PUBLIC EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF, BUT NOT LIMITED TO ELECTROLIERS, WATER AND GAS PIPES, SEWER AND DRAINAGE PIPES, AND FOR UNDERGROUND WIRE AND CONDUITS FOR ELECTRIC, TELEPHONE AND TELEVISION SERVICES AND TRAFFIC CONTROL APPURTENANCES TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER, UNDER AND ACROSS THOSE STRIPS OF LAND LYING CONTIGUOUS TO THE RIGHT-OF-WAY AS SHOWN HEREON AND DESIGNATED "P.U.E." (PUBLIC UTILITY EASEMENT).

(B) A PUBLIC EASEMENT FOR THE INGRESS AND EGRESS OF EMERGENCY VEHICLES AND UTILITY MAINTENANCE VEHICLES, TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER AND ACROSS THOSE STRIPS OF LAND SHOWN HEREON AND DESIGNATED "M.A.E." (MAINTENANCE ACCESS EASEMENT).

(C) A PUBLIC EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF A BUS SHELTER TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER AND ACROSS THAT STRIP OF LAND SHOWN HEREON AND DESIGNATED "BUS SHELTER EASEMENT".

(D) A PUBLIC EASEMENT FOR PEDESTRIAN ACCESS ON AND ACROSS THOSE STRIPS OF LAND SHOWN HEREON AND DESIGNATED "PEDESTRIAN EASEMENT" (P.E.).

THE REAL PROPERTY DESCRIBED BELOW IS IRREVOCABLY DEDICATED IN FEE FOR PUBLIC PURPOSES:

(A) AS PUBLIC RIGHT-OF-WAY (INCLUDING ALL IMPROVEMENTS THEREON) THE STREETS SHOWN HEREON AS FIDDYMENT ROAD, BASELINE ROAD, VISTA GRANDE BOULEVARD, MARKET STREET, UPLAND DRIVE, BRAMBLEWOOD WAY AND SAN FERNANDO DRIVE.

(B) LOT A SHOWN HEREON TO THE CITY OF ROSEVILLE FOR LANDSCAPING PURPOSES AND AS PUBLIC RIGHT-OF-WAY.

(C) LOT 5 SHOWN HEREON TO THE CITY OF ROSEVILLE FOR PUBLIC OPEN SPACE PURPOSES.

(D) LOT 4 SHOWN HEREON TO THE CITY OF ROSEVILLE FOR PUBLIC PARK PURPOSES.

D F PROPERTIES, INC., A CALIFORNIA CORPORATION

BY: _____
NAME: KENNETH DENIO
TITLE: PRESIDENT

BY: _____
NAME: JEFF RONTEN
TITLE: EXECUTIVE VICE PRESIDENT / CFO

NOTARY'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF Placer
ON 7/21/2020 BEFORE ME, Adrian Manuel David Acosta*, A NOTARY PUBLIC
PERSONALLY APPEARED Kenneth Denio
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

ADRIAN EMANUEL DAVID ACOSTA COMM. #2240448 Notary Public - California Placer County My Comm. Expires Apr. 29, 2022

Adrian Manuel David Acosta* Adrian Manuel David Acosta*
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS Placer COUNTY
MY COMMISSION EXPIRES: 4/29/2022 MY COMMISSION NUMBER: 2240448

NOTARY'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF Placer
ON 7/21/2020 BEFORE ME, Adrian Manuel David Acosta*, A NOTARY PUBLIC
PERSONALLY APPEARED Jeffrey Ronten
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

ADRIAN EMANUEL DAVID ACOSTA COMM. #2240448 Notary Public - California Placer County My Comm. Expires Apr. 29, 2022

Adrian Manuel David Acosta* Adrian Manuel David Acosta*
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS Placer COUNTY
MY COMMISSION EXPIRES: 4/29/2022 MY COMMISSION NUMBER: 2240448

SURVEYOR'S STATEMENT

THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF DF PROPERTIES, INC., IN AUGUST 2017. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP. ALL MONUMENTS SHOWN HEREON ARE OF THE CHARACTER AND WILL OCCUPY THE POSITIONS INDICATED, AND WILL BE SET BY JUNE 30, 2022 AND THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

MACKAY & SOMPS CIVIL ENGINEERS, INC.

Paul Ferguson Jr.
PAUL FERGUSON, JR., PLS 9265
EXPIRATION DATE: MARCH 31, 2022

DATE: 7.21.2020

LICENSED LAND SURVEYOR PAUL FERGUSON JR. 3.31.22 No. 9265 STATE OF CALIFORNIA

* Adrian Manuel David Acosta

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP ON FILE AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL APPLICABLE CITY ORDINANCES HAVE BEEN COMPLIED WITH.

_____ DATE: 8/4/20
MARC STOUT, R.C.E. 69879
CITY ENGINEER, CITY OF ROSEVILLE
LICENSE EXPIRES: SEPTEMBER 30, 2020

I HEREBY STATE THAT I AM SATISFIED THIS THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" IS TECHNICALLY CORRECT.

FOR MARC STOUT, CITY ENGINEER, CITY OF ROSEVILLE

_____ DATE: 8/11/20
TIMOTHY G. BLAIR, PLS 8278
EXPIRES DECEMBER 31, 2021

LICENSED LAND SURVEYOR TIMOTHY G BLAIR Exp. 12-31-21 No. 8278 STATE OF CALIFORNIA

CITY CLERK'S STATEMENT

I HEREBY CERTIFY THAT THE CITY COUNCIL, CITY OF ROSEVILLE, HAS APPROVED THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION", AND HAS ACCEPTED ON BEHALF OF THE PUBLIC THE EASEMENTS OFFERED HEREON FOR DEDICATION. THE CITY COUNCIL REJECTS AT THIS TIME ON BEHALF OF THE PUBLIC, BUT RESERVES THE RIGHT TO ACCEPT AT A LATER DATE, ALL IRREVOCABLE OFFERS OF DEDICATION IN ACCORDANCE WITH THE TERMS OF THOSE OFFERS, AND HEREBY APPROVES THE ABANDONMENT OF THE EASEMENTS AND RIGHTS-OF-WAY LISTED HEREON WITHIN NOTE 3 ON SHEET 2.

Sonia Orozco
CITY CLERK, CITY OF ROSEVILLE

DATE: 8/25/2020 BY: _____
ASSISTANT CITY CLERK

RECORDER'S STATEMENT

FILED THIS 29th DAY OF October, 2020, AT 8:14A.M. IN BOOK FF OF MAPS, AT PAGE 21, IN THE OFFICE OF THE PLACER COUNTY RECORDER, AT THE REQUEST OF MACKAY & SOMPS CIVIL ENGINEERS, INC.

Ryan Ronco
RECORDER OF PLACER COUNTY
STATE OF CALIFORNIA

DOCUMENT NO.: 2020-0122944

BY: _____ FEE: $ 98.00
DEPUTY

FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

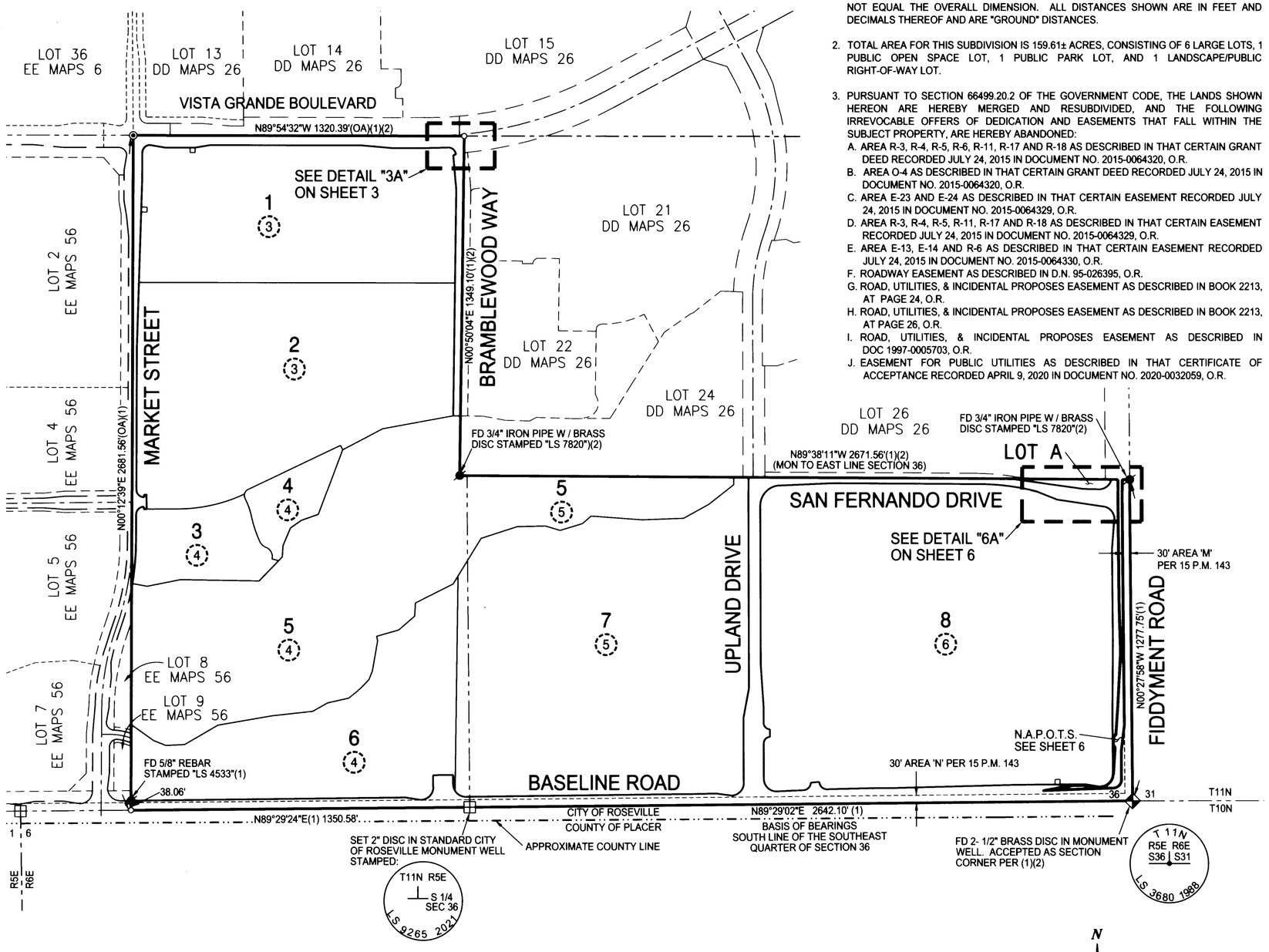
BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

AUGUST 2020

SHEET 1 OF 6 18476.LLFM



NOTES:

1. ALL CURVES ARE DIMENSIONED WITH RADIUS, DELTA, ARC LENGTH, CHORD BEARING AND CHORD LENGTH. DUE TO ROUNDING THE SUM OF INDIVIDUAL DIMENSIONS MAY NOT EQUAL THE OVERALL DIMENSION. ALL DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF AND ARE "GROUND" DISTANCES.

2. TOTAL AREA FOR THIS SUBDIVISION IS 159.61± ACRES, CONSISTING OF 6 LARGE LOTS, 1 PUBLIC OPEN SPACE LOT, 1 PUBLIC PARK LOT, AND 1 LANDSCAPE/PUBLIC RIGHT-OF-WAY LOT.

3. PURSUANT TO SECTION 66499.20.2 OF THE GOVERNMENT CODE, THE LANDS SHOWN HEREON ARE HEREBY MERGED AND RESUBDIVIDED, AND THE FOLLOWING IRREVOCABLE OFFERS OF DEDICATION AND EASEMENTS THAT FALL WITHIN THE SUBJECT PROPERTY, ARE HEREBY ABANDONED:
   - A. AREA R-3, R-4, R-5, R-6, R-11, R-17 AND R-18 AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064320, O.R.
   - B. AREA O-4 AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064320, O.R.
   - C. AREA E-23 AND E-24 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064329, O.R.
   - D. AREA R-3, R-4, R-5, R-11, R-17 AND R-18 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064329, O.R.
   - E. AREA E-13, E-14 AND R-6 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064330, O.R.
   - F. ROADWAY EASEMENT AS DESCRIBED IN D.N. 95-026395, O.R.
   - G. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN BOOK 2213, AT PAGE 24, O.R.
   - H. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN BOOK 2213, AT PAGE 26, O.R.
   - I. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN DOC 1997-0005703, O.R.
   - J. EASEMENT FOR PUBLIC UTILITIES AS DESCRIBED IN THAT CERTIFICATE OF ACCEPTANCE RECORDED APRIL 9, 2020 IN DOCUMENT NO. 2020-0032059, O.R.

LEGEND

◆	FOUND SECTION CORNER AS NOTED
⊞	QUARTER SECTION CORNER, NO MONUMENT FOUND
	FOUND MONUMENT AS NOTED
⊙	FOUND 2" DISC STAMPED "LS 7820" IN STANDARD CITY OF ROSEVILLE MONUMENT WELL (2)
◎	SET COPPERWELD SURVEY MONUMENT WITH CENTER PUNCH IN MONUMENT WELL STAMPED "LS 9265"
	SET 5/8" REBAR WITH PLASTIC CAP STAMPED "LS 9265"
o	DIMENSION POINT
AC.	ACRES
CB	CHORD BEARING
CD	CHORD DISTANCE
℄	CENTERLINE
D.N.	DOCUMENT NUMBER
FD	FOUND
J.U.A.	JOINT USE AGREEMENT
L.E.	LANDSCAPE EASEMENT
M.A.E.	MAINTENANCE ACCESS EASEMENT
MON	MONUMENT
N.A.P.O.T.S.	NOT A PART OF THIS SURVEY
(OA)	OVERALL
O.R.	OFFICIAL RECORDS OF PLACER COUNTY
P.E.	PEDESTRIAN EASEMENT
P.U.E.	PUBLIC UTILITY EASEMENT
(R)	RADIAL BEARING
R.S.	RECORD OF SURVEY
( )	RECORD DATA PER REFERENCE
R.O.W.	RIGHT OF WAY
S.F.	SQUARE FEET
(1)	SHEET INDEX
– · · –	CITY/COUNTY LIMITS

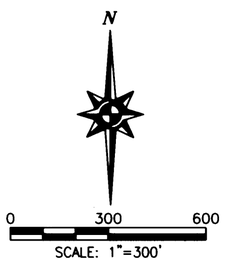
BASIS OF BEARINGS:

THE BEARING N 88°29'02" E, BEING THE SOUTH LINE OF THE SOUTH EAST QUARTER OF SECTION 36 AS SHOWN ON THAT CERTAIN RECORD OF SURVEY ENTITLED "RECORD OF SURVEY NO. 3221" RECORDED JULY 24, 2015 IN BOOK 22 OF SURVEYS, AT PAGE 135, PLACER COUNTY RECORDS.

REFERENCES:

(1) 22 R.S. 135
(2) DD MAPS 26
(3) EE MAPS 6
(4) EE MAPS 56

LARGE LOT #	L.L.T.M. PLAN #
LOT 1	DF-20
LOT 2	DF-1
LOT 3	DF-2
LOT 4	DF-50
LOT 5	DF-80, DF-81
LOT 6	DF-40
LOT 7	DF-41
LOT 8	DF-42



FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 2 OF 6 18476.LLFM

LOT 33 EE MAPS 6

LOT 13 DD MAPS 26

LOT 14 DD MAPS 26

LOT 15 DD MAPS 26

LOT 21 DD MAPS 26

LOT 22 DD MAPS 26

LOT 24 DD MAPS 26

LOT 2 EE MAPS 56

LOT 4 EE MAPS 56

VISTA GRANDE BOULEVARD

BRAMBLEWOOD WAY

MARKET STREET

N00°05'28"E(R)

N89°54'32"W 1320.39'(1)(2)

146.85'

38'

N80°26'48"W 60.83'

48'

N89°54'32"W 120.00'

38'

N80°37'44"E 60.83'

1025.57'

N89°54'32"W 604.82'

38'

N85°08'43"W 120.42'

48'

N89°54'32"W 140.74'

25' P.U.E.

147.98'

48'

26'

29'

1025.57'

35' P.U.E.

N45°09'04"E 99.10'

R=31.00' Δ=89°52'49" L=48.63' CB=N45°09'04"E CD=43.79'

N89°47'21"W(R)

20'x20' BUS SHELTER EASEMENT

N00°12'39"E 110.00'

36'

41' P.U.E./P.E.

BUS SHELTER EASEMENT

N04°45'08"W 150.04'

N04°45'08"W 117.18'

SEE DETAIL "3A" ON THIS SHEET

R=471.00' Δ=05°35'12" L=45.93' CB=N01°57'32"W CD=45.91'

R=500.00' Δ=05°35'12" L=48.75' CB=N01°57'32"W CD=48.73'

29'

1

15.62± A.C.

441.50'

405.76'

346.87'

873.97'

N00°50'04"E 874.08'

N00°50'04"E 1349.10'(OA)(1)(2)

527.22'

N89°54'32"W 1260.62'

1208.03'

52.59'

N00°12'39"E 2681.56'(OA)(1)

N01°50'51"E 665.27'

259.52'

17'

1456.04'(OA)

1028.33'(OA)

60' P.U.E./P.E.

561.47'(OA)

2

21.17± A.C.

SEE DETAIL "3B" ON THIS SHEET

29'

286.11'

N79°40'05"E 286.88'

N62°14'39"E 179.56'

N64°39'01"E 407.36'(OA)

N25°20'59"W 19.29'

N20°34'11"E 273.71'(OA)

N89°05'06"W 28.25'

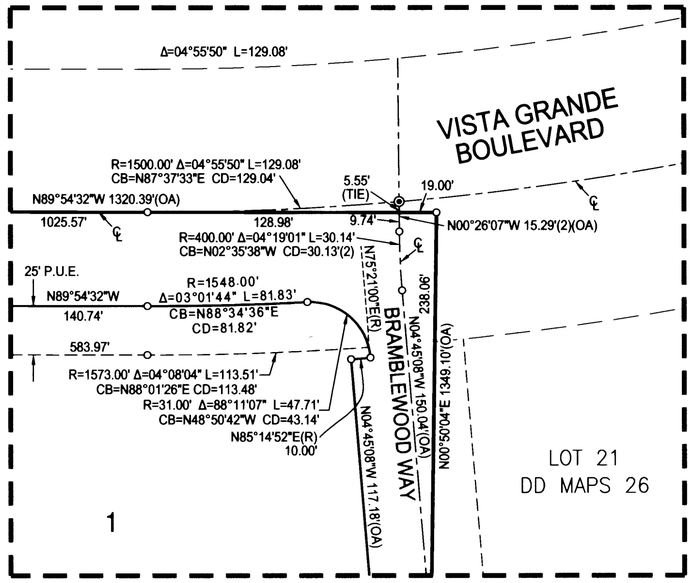
237.06'(OA)

4

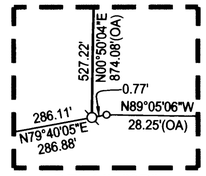
5

SEE SHEET 4

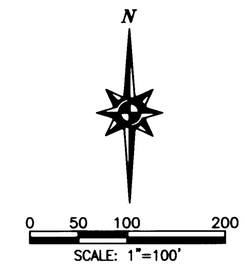
SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.



DETAIL "3A"
N.T.S.



DETAIL "3B"
N.T.S.



FINAL MAP OF

SIERRA VISTA

DF PROPERTIES, INC.

LARGE LOT SUBDIVISION

SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 3 OF 6 18476.LLFM

SEE SHEET 3

LOT 4
EE MAPS 56

SEE DETAIL "4A" ON THIS SHEET

MARKET STREET

60' P.U.E.

2
21.17± A.C.

R=585.00' Δ=24°42'42" L=252.31'
CB=N77°00'22"E CD=250.36'

R=615.00' Δ=24°29'33" L=262.90'
CB=N77°06'57"E CD=260.90'

20.00'

N25°20'59"W 34.00'

N64°39'01"E 407.36'

N25°20'59"W 19.29'

N20°34'11"E 273.71'

30' M.A.E./P.U.E.

SEE DETAIL "4C" ON THIS SHEET

N89°21'43"E 130.38'

N89°21'43"E 130.38'

N89°21'43"E 130.38'

R=629.00' Δ=24°29'33" L=268.88'
CB=N77°06'57"E CD=266.84'

N23°08'05"W 21.18'

4
1.85± A.C.

R=292.00' Δ=11°02'13" L=56.25'
CB=N17°36'58"W CD=56.16'

N55°00'07"E 53.50'

N70°58'21"E 71.79'

N22°56'11"E 76.92'

R=483.00' Δ=12°30'33" L=105.45'
CB=N18°21'08"W CD=105.24'

N00°12'39"E 107.34'

60' P.U.E.

3
3.48± A.C.

R=49.00' Δ=42°41'10" L=36.51'
CB=N45°57'00"W CD=35.67'

R=39.00' Δ=81°18'26" L=55.34'
CB=N26°38'22"W CD=50.82'

21.00'

N03°33'08"E 44.38'

N75°59'09"W 27.96'(R)

112.67'

N43°59'42"E 133.67'

R=1017.00'(OA)
Δ=10°29'27"
L=186.21'
CB=N05°27'22"E
CD=185.95'

Δ=09°30'23" L=168.74'
CB=N04°57'50"E CD=168.54'

N79°18'09"W 60.01'

N89°02'46"W 313.76'

N78°34'35"E 134.91'

37.01'

100.48'

P.U.E.

R=1040.00' Δ=06°24'52" L=116.43'
CB=N12°56'46"E CD=116.37'

LOT 5
EE MAPS 56

SEE DETAIL "4B" ON THIS SHEET

5
25.93± A.C.

N00°12'39"E 2681.56'(OA)(1)

543.57'

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C2	26.00'	35°46'40"	16.24'	N05°14'45"W	15.97'
C3	26.00'	52°00'26"	23.60'	N38°38'48"E	22.80'

LOT 8
EE MAPS 56

PAVILION DRIVE

N54°40'17"W 110.30'

N68°41'18"W 51.69'

N87°33'02"E 74.58'

N59°52'15"E 154.14'

N80°13'38"E 219.54'

N83°52'47"E 162.86'

N60°10'08"E 67.68'

N77°10'44"E 86.58'

N51°40'11"E 42.52'

N47°23'32"E 25.38'

N43°03'40"E 41.55'

N21°58'40"E 36.20'

N09°53'32"E 122.16'

N10°42'09"W 18.06'

N74°08'59"E 91.60'

N48°53'50"E 83.92'

N03°20'38"E 52.61'

N63°26'52"E 168.37'

N31°36'42"E 213.96'
116.64'

37.26'

N00°50'04"E 854.27'

LOT 9
EE MAPS 56

302.08'

TEMPORARY ACCESS ROAD
PER D.N. 2020-0012751

ACCESS EASEMENT
PER D.N. 2020-0012751

VALVE LOT EASEMENT
PER D.N. 2020-0012751

50' TEMPORARY
CONSTRUCTION EASEMENT
PER D.N. 2020-0012751

6
12.48± A.C.

SEE DETAIL "5A" ON SHEET 5

50' PIPELINE EASEMENT
PER D.N. 2020-0012751

15' TEMPORARY P.U.E.
PER D.N. 2018-0023100

40' P.U.E.

N89°19'50"E 1183.89'

N89°19'50"E 1094.34'

FD 5/8" REBAR
STAMPED "LS 4533"(1)

38.06'

60'

100'

1245.60'

60'

50'

60'

N89°29'24"E 1350.58'(OA)(1)

N00°12'39"E
21.95'(TIE)

℄

N89°19'50"E 1245.93'

APPROXIMATE COUNTY LINE

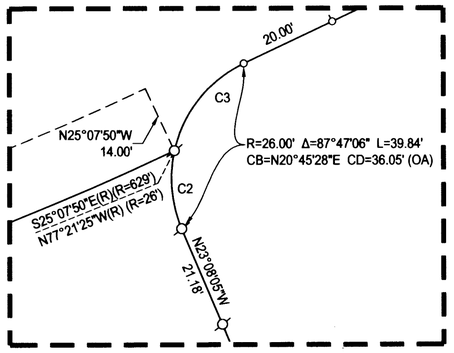
CITY OF ROSEVILLE
COUNTY OF PLACER

BASELINE ROAD

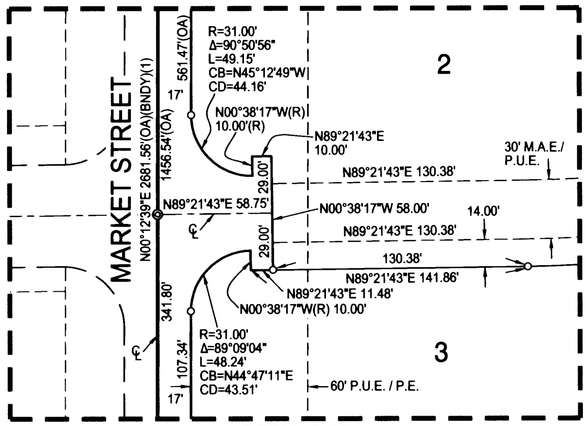
SEE SHEET 5

7

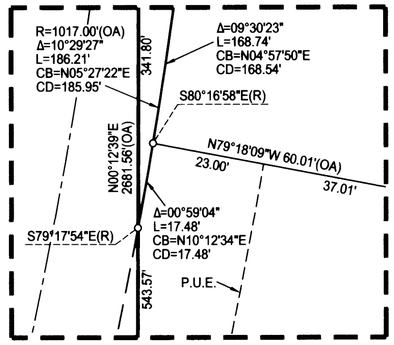
SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.



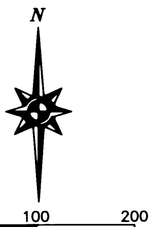
DETAIL "4C"
N.T.S.



DETAIL "4A"
N.T.S.



DETAIL "4B"
N.T.S.



0 50 100 200

SCALE: 1"=100'

T11N R5E
S 1/4
SEC 36

LS 9265 2021

SET 2" DISC IN STANDARD CITY OF ROSEVILLE MONUMENT WELL STAMPED AS SHOWN:

FINAL MAP OF SIERRA VISTA

DF PROPERTIES, INC.

LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 4 OF 6 18476.LLFM

SEE SHEET 3

237.06'
N00°50'04"E
1349.10'(OA)(1)(2)

FD 3/4" IRON PIPE W / BRASS DISC STAMPED "LS 7820")(2)

LOT 24
DD MAPS 26

N89°38'11"W 2671.57'(OA)(1)(2)(MON TO EAST LINE SECTION 36)
1092.69'

5
25.93± A.C.

N51°40'01"E
126.45'

N61°03'53"E
113.39'

N87°59'04"E 165.97'

N85°47'39"W 203.81'

N48°51'56"E 46.00'

N73°22'02"E 93.20'

N88°51'20"E
112.06'

N73°26'05"W 60.67'

N72°03'17"E 151.63'

N31°36'42"E 213.90'
176.64'

37.26'

SEE DETAIL "5B"
ON THIS SHEET

18' 29'

25' P.U.E. / P.E.

839.46'

UPLAND DRIVE

1010.44'

8

SEE SHEET 6

7
28.99 A.C.±

6

SEE SHEET 4

N00°50'04"E 854.27'

T11N R5E
S 1/4
SEC 36
LS 9265 2021

SEE DETAIL "5A"
ON THIS SHEET

SET 2" DISC IN STANDARDS CITY OF ROSEVILLE MONUMENT WELL STAMPED AS SHOWN:

50' PIPELINE EASEMENT
PER D.N. 2020-0012751

50' TEMPORARY
CONSTRUCTION EASEMENT
PER D.N. 2020-0012751

15' TEMPORARY P.U.E.
PER D.N. 2018-0023100

N89°19'50"E 953.55'

40' P.U.E.

R=50.00' Δ=88°44'10" L=77.44'
CB=N44°16'10"E CD=69.93'

R=4940.00' Δ=00°50'24" L=72.41'
CB=N88°54'38"E CD=72.41'

N89°19'50"E 925.79'

N82°24'39"W

S01°30'33"E(R)

60.90'

S01°21'45"E(R)

50'

60'

100'

60'

1132.03'

N89°29'02"E 2642.10'(OA)(1)

N89°19'50"E 1015.79'

CITY OF ROSEVILLE
COUNTY OF PLACER

BASELINE ROAD

APPROXIMATE COUNTY LINE

N87°49'13"E
89.35'

N00°05'55"W
11.07'(TIE)

R=5000.00' Δ=01°30'37" L=131.80'
CB=N88°34'32"E CD=131.80'

N00°05'55"W 1300.84'

N00°05'55"W 257.84'

283.63'

N10°27'56"E 120.00'

29'

18'

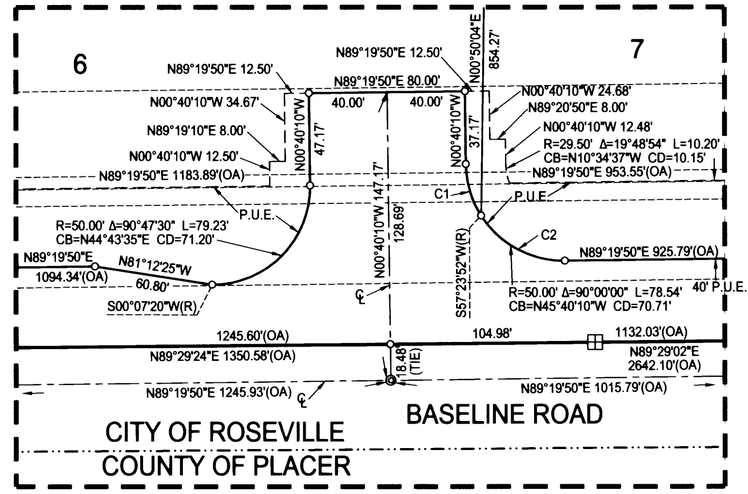
40'

40'

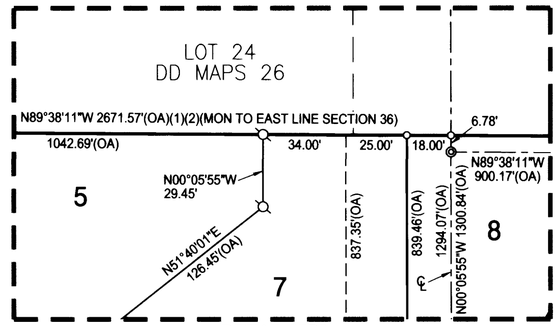
40'

40'

25' P.U.E. / P.E.



DETAIL "5A"
N.T.S.



DETAIL "5B"
N.T.S.

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C1	50.00'	31°55'58"	27.87'	N16°38'09"W	27.51'
C2	50.00'	58°04'02"	50.67'	N61°38'09"W	48.53'

N

0 50 100 200
SCALE: 1"=100'

FINAL MAP OF SIERRA VISTA DF PROPERTIES, INC.

LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

CITY OF ROSEVILLE • PLACER COUNTY • CALIFORNIA

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

AUGUST 2020

SHEET 5 OF 6 18476.LLFM

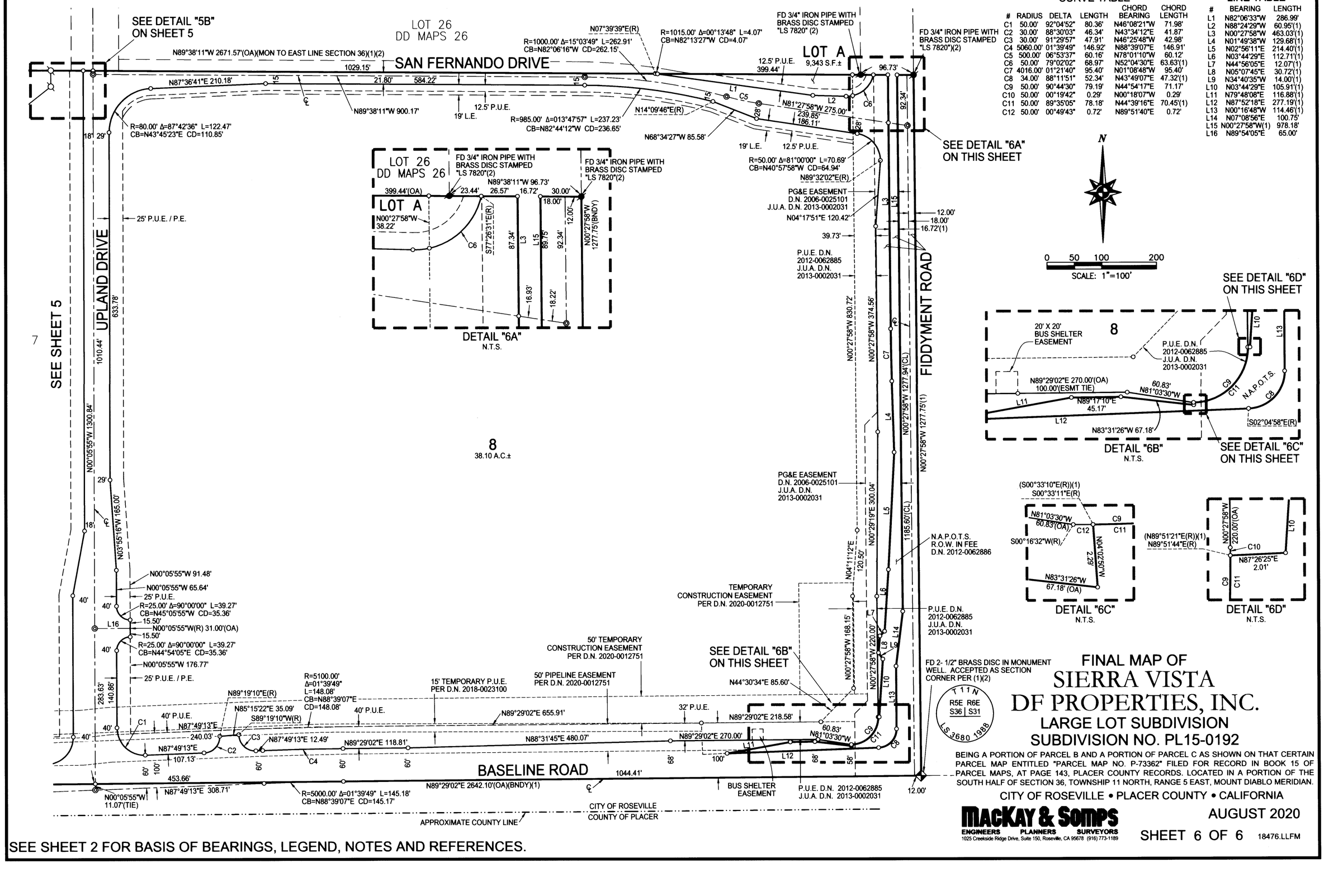
SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C1	50.00'	92°04'52"	80.36'	N46°08'21"W	71.98'
C2	30.00'	88°30'03"	46.34'	N43°34'12"E	41.87'
C3	30.00'	91°29'57"	47.91'	N46°25'48"W	42.98'
C4	5060.00'	01°39'49"	146.92'	N88°39'07"E	146.91'
C5	500.00'	06°53'37"	60.16'	N78°01'10"W	60.12'
C6	50.00'	79°02'02"	68.97'	N52°04'30"E	63.63'(1)
C7	4016.00'	01°21'40"	95.40'	N01°08'48"W	95.40'
C8	34.00'	88°11'51"	52.34'	N43°49'07"E	47.32'(1)
C9	50.00'	90°44'30"	79.19'	N44°54'17"E	71.17'
C10	50.00'	00°19'42"	0.29'	N00°18'07"W	0.29'
C11	50.00'	89°35'05"	78.18'	N44°39'16"E	70.45(1)
C12	50.00'	00°49'43"	0.72'	N89°51'40"E	0.72'

LINE TABLE

#	BEARING	LENGTH
L1	N82°06'33"W	286.99'
L2	N88°24'29"W	60.95'(1)
L3	N00°27'58"W	463.03'(1)
L4	N01°49'38"W	129.68'(1)
L5	N02°56'11"E	214.40'(1)
L6	N03°44'29"E	112.71'(1)
L7	N44°56'05"E	12.07'(1)
L8	N05°07'45"E	30.72'(1)
L9	N34°40'35"W	14.00'(1)
L10	N03°44'29"E	105.91'(1)
L11	N79°48'08"E	116.88'(1)
L12	N87°52'18"E	277.19'(1)
L13	N00°16'48"W	114.46'(1)
L14	N07°08'56"E	100.75'
L15	N00°27'58"W(1)	978.18'
L16	N89°54'05"E	65.00'



SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.

FD 2- 1/2" BRASS DISC IN MONUMENT WELL. ACCEPTED AS SECTION CORNER PER (1)(2)

T 11 N
R5E R6E
S36 | S31
LS 3680 1988

FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

AUGUST 2020

SHEET 6 OF 6 18476.LLFM

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.18
File #: 0400-04-12-1
Item ID: 2026-608

Title:	Baseline Marketplace Fiddyment Segment 2B - Notice of Completion.
Contact:	Andrew Druck 916-774-5577 adruck@roseville.ca.us

SUMMARY

Staff recommends approval of the Notice of Completion for the Baseline Marketplace Fiddyment Segment 2B. The Engineering Division has made a final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no impact to the City's General Fund. Construction costs were paid by the developer.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution accepting Baseline Marketplace Fiddyment Segment 2B, CWJ #191086, as complete and authorizing the City Engineer to execute the Notice of Completion.

BACKGROUND

The Engineering Division has made a final inspection of the above project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications.

FISCAL IMPACT

The actions requested have no impact to the City's General Fund. Construction costs were paid by the developer.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The Notice of Completion meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Andrew Druck, Senior Construction Inspector

Mike Isom, Development Services Director

ATTACHMENTS:

1. Resolution 26-285

2. NOC
3. Vicinity Map
4. Final Map

REVIEWERS:

Andrew Druck, Development Services Department - Engineering Division	Created/Initiated - 7/9/2026
Marc Stout, Development Services Department - Engineering Division	Approved - 7/9/2026
Mike Isom, Development Services Department	Approved - 7/9/2026
Kelly Aye, City Attorney Department	Approved - 7/13/2026
Katrina Six, City Clerk Department	Approved - 7/13/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/22/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-285

RESOLUTION OF THE COUNCIL OF THE CITY OF ROSEVILLE ACCEPTING THE PUBLIC WORK KNOWN AS BASELINE MARKETPLACE FIDDYMENT ROAD SEGMENT 2B PROJECT, APPROVING THE "NOTICE OF COMPLETION", AND AUTHORIZING AND DIRECTING THE CITY ENGINEER TO EXECUTE SAID NOTICE ON BEHALF OF THE CITY OF ROSEVILLE, THEREFORE, AND ACCEPTING A PORTION OF THE DEDICATIONS OFFERED ON THE RECORDED MAP OF THE SUBDIVISION.

BE IT RESOLVED by the Council of the City of Roseville as follows:

1. The "Notice of Completion" on file in the City Clerk's Department relative to that public work known as the Baseline Marketplace Fiddyment Road Segment 2B is hereby approved and the public work accepted.

2. A portion of the right-of-way and easements offered for dedication on the final map of **Sierra Vista DF Properties, Inc Large Lot** recorded in Book **FF** of Maps, Page **21** in the office of the recorder of Placer County, is hereby accepted by the City in part as said dedications relates to the improvement plan set known as Baseline Marketplace Fiddyment Road Segment 2B.
3. The City Engineer is hereby authorized and directed to execute said Notice on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville, this_____day of _____, 20____ , by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
CITY CLERK

RECORDING REQUESTED BY AND WHEN
RECORDED MAIL TO:

CITY CLERK
CITY OF ROSEVILLE
311 VERNON STREET
ROSEVILLE, CA 95678

Exempt from recording fees
Pursuant to Gov't Code §27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work of improvement known as the Baseline Marketplace Fiddyment Road Segment 2B Project was completed and accepted by the City of Roseville on _____. The location is situated in the City of Roseville, County of Placer, State of California and is indicated on the attached map, marked as Exhibit "A" and incorporated herein by this reference. The real property herein described is owned by the City of Roseville, 311 Vernon Street, Roseville CA 95678.

The direct/general contractor on said project was Marques General Engineering, Inc.

The surety on said project was Everest National Insurance Company (Bond #ES00017589)

_____.

_____

Marc Stout

City Engineer
City of Roseville
Owner

ATTEST:

_____
Carmen Avalos, City Clerk

State of California)
County of Placer)

I, Marc Stout, being first duly sworn, depose and say: I am the City Engineer of the City of Roseville, a municipal corporation in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Roseville. I have read the Notice of Completion and know its contents and the facts stated therein are true.

_____

Marc Stout

City Engineer
City of Roseville

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

State of California)
County of Placer)

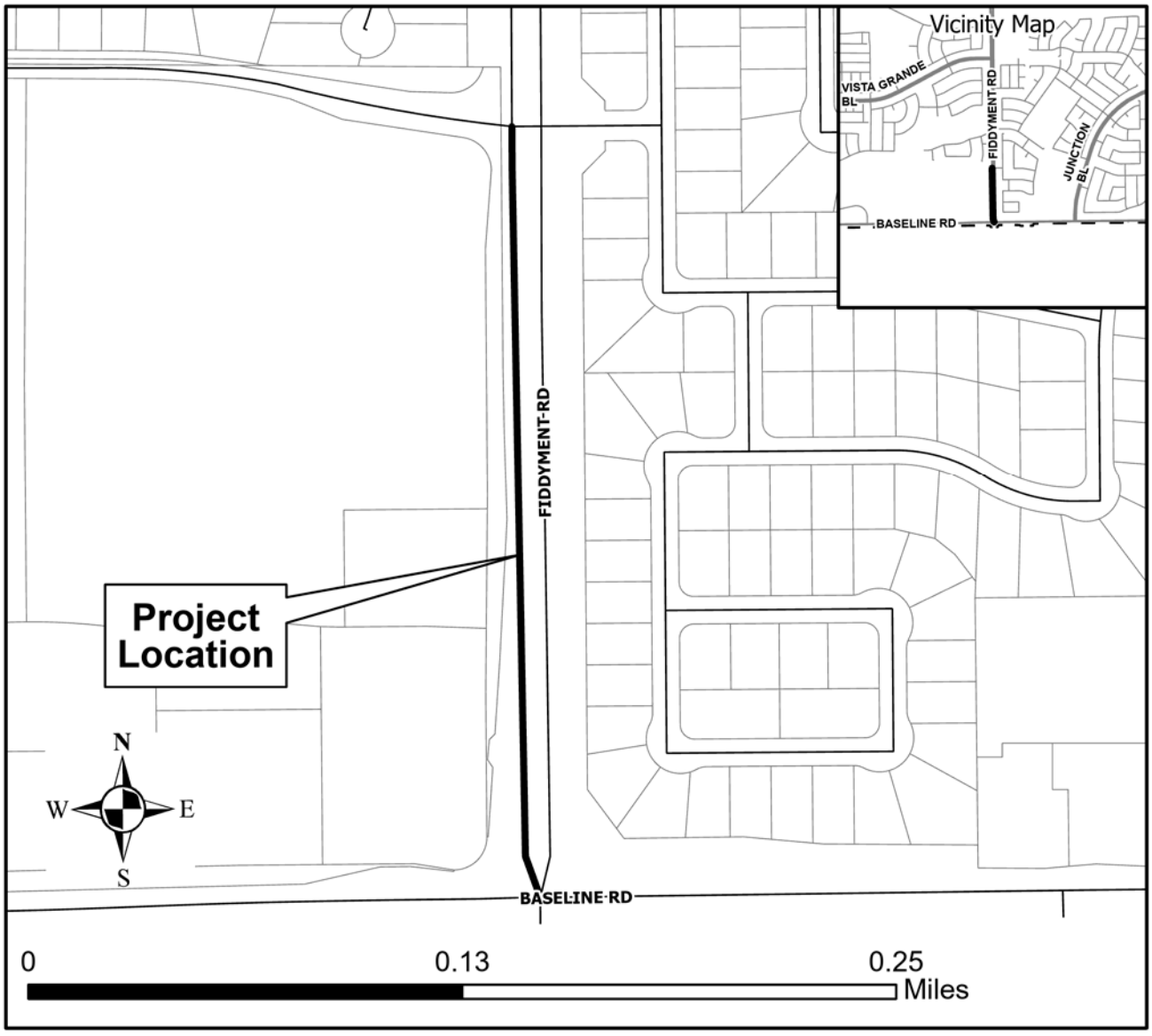
Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20___, Marc Stout proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

_____

Place Notary Seal and/or Stamp Above *Signature of Notary Public*

Exhibit A: Location Map

City of Roseville
Baseline Marketplace
Fiddyment Road Segment 2B



OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CERTIFY THAT THEY ARE THE ONLY PERSONS HAVING ANY RECORD TITLE INTEREST IN THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" AND THEY HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF THIS FINAL MAP AND HEREBY OFFER FOR DEDICATION AND DO HEREBY DEDICATE FOR SPECIFIC PURPOSES THE FOLLOWING:

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS EASEMENTS FOR PUBLIC PURPOSES:

(A) A PUBLIC EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF, BUT NOT LIMITED TO ELECTROLIERS, WATER AND GAS PIPES, SEWER AND DRAINAGE PIPES, AND FOR UNDERGROUND WIRE AND CONDUITS FOR ELECTRIC, TELEPHONE AND TELEVISION SERVICES AND TRAFFIC CONTROL APPURTENANCES TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER, UNDER AND ACROSS THOSE STRIPS OF LAND LYING CONTIGUOUS TO THE RIGHT-OF-WAY AS SHOWN HEREON AND DESIGNATED "P.U.E." (PUBLIC UTILITY EASEMENT).

(B) A PUBLIC EASEMENT FOR THE INGRESS AND EGRESS OF EMERGENCY VEHICLES AND UTILITY MAINTENANCE VEHICLES, TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER AND ACROSS THOSE STRIPS OF LAND SHOWN HEREON AND DESIGNATED "M.A.E." (MAINTENANCE ACCESS EASEMENT).

(C) A PUBLIC EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF A BUS SHELTER TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO ON, OVER AND ACROSS THAT STRIP OF LAND SHOWN HEREON AND DESIGNATED "BUS SHELTER EASEMENT".

(D) A PUBLIC EASEMENT FOR PEDESTRIAN ACCESS ON AND ACROSS THOSE STRIPS OF LAND SHOWN HEREON AND DESIGNATED "PEDESTRIAN EASEMENT" (P.E.).

THE REAL PROPERTY DESCRIBED BELOW IS IRREVOCABLY DEDICATED IN FEE FOR PUBLIC PURPOSES:

(A) AS PUBLIC RIGHT-OF-WAY (INCLUDING ALL IMPROVEMENTS THEREON) THE STREETS SHOWN HEREON AS FIDDYMENT ROAD, BASELINE ROAD, VISTA GRANDE BOULEVARD, MARKET STREET, UPLAND DRIVE, BRAMBLEWOOD WAY AND SAN FERNANDO DRIVE.

(B) LOT A SHOWN HEREON TO THE CITY OF ROSEVILLE FOR LANDSCAPING PURPOSES AND AS PUBLIC RIGHT-OF-WAY.

(C) LOT 5 SHOWN HEREON TO THE CITY OF ROSEVILLE FOR PUBLIC OPEN SPACE PURPOSES.

(D) LOT 4 SHOWN HEREON TO THE CITY OF ROSEVILLE FOR PUBLIC PARK PURPOSES.

D F PROPERTIES, INC., A CALIFORNIA CORPORATION

BY: _____
NAME: KENNETH DENIO
TITLE: PRESIDENT

BY: _____
NAME: JEFF RONTEN
TITLE: EXECUTIVE VICE PRESIDENT / CFO

NOTARY'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF Placer
ON 7/21/2020 BEFORE ME, Adrian Manuel David Acosta*, A NOTARY PUBLIC
PERSONALLY APPEARED Kenneth Denio
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

ADRIAN EMANUEL DAVID ACOSTA COMM. #2240448 Notary Public - California Placer County My Comm. Expires Apr. 29, 2022

Adrian Manuel David Acosta* Adrian Manuel David Acosta*
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS Placer COUNTY
MY COMMISSION EXPIRES: 4/29/2022 MY COMMISSION NUMBER: 2240448

NOTARY'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF Placer
ON 7/21/2020 BEFORE ME, Adrian Manuel David Acosta*, A NOTARY PUBLIC
PERSONALLY APPEARED Jeffrey Ronten
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

ADRIAN EMANUEL DAVID ACOSTA COMM. #2240448 Notary Public - California Placer County My Comm. Expires Apr. 29, 2022

Adrian Manuel David Acosta* Adrian Manuel David Acosta*
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS Placer COUNTY
MY COMMISSION EXPIRES: 4/29/2022 MY COMMISSION NUMBER: 2240448

SURVEYOR'S STATEMENT

THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF DF PROPERTIES, INC., IN AUGUST 2017. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP. ALL MONUMENTS SHOWN HEREON ARE OF THE CHARACTER AND WILL OCCUPY THE POSITIONS INDICATED, AND WILL BE SET BY JUNE 30, 2022 AND THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

MACKAY & SOMPS CIVIL ENGINEERS, INC.

Paul Ferguson Jr.
PAUL FERGUSON, JR., PLS 9265
EXPIRATION DATE: MARCH 31, 2022

DATE: 7.21.2020

LICENSED LAND SURVEYOR PAUL FERGUSON JR. 3.31.22 No. 9265 STATE OF CALIFORNIA

* Adrian Manuel David Acosta

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP ON FILE AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL APPLICABLE CITY ORDINANCES HAVE BEEN COMPLIED WITH.

_____ DATE: 8/4/20
MARC STOUT, R.C.E. 69879
CITY ENGINEER, CITY OF ROSEVILLE
LICENSE EXPIRES: SEPTEMBER 30, 2020

I HEREBY STATE THAT I AM SATISFIED THIS THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION" IS TECHNICALLY CORRECT.

FOR MARC STOUT, CITY ENGINEER, CITY OF ROSEVILLE

_____ DATE: 8/11/20
TIMOTHY G. BLAIR, PLS 8278
EXPIRES DECEMBER 31, 2021

LICENSED LAND SURVEYOR TIMOTHY G BLAIR Exp. 12-31-21 No. 8278 STATE OF CALIFORNIA

CITY CLERK'S STATEMENT

I HEREBY CERTIFY THAT THE CITY COUNCIL, CITY OF ROSEVILLE, HAS APPROVED THIS FINAL MAP OF "SIERRA VISTA - DF PROPERTIES, INC. LARGE LOT SUBDIVISION", AND HAS ACCEPTED ON BEHALF OF THE PUBLIC THE EASEMENTS OFFERED HEREON FOR DEDICATION. THE CITY COUNCIL REJECTS AT THIS TIME ON BEHALF OF THE PUBLIC, BUT RESERVES THE RIGHT TO ACCEPT AT A LATER DATE, ALL IRREVOCABLE OFFERS OF DEDICATION IN ACCORDANCE WITH THE TERMS OF THOSE OFFERS, AND HEREBY APPROVES THE ABANDONMENT OF THE EASEMENTS AND RIGHTS-OF-WAY LISTED HEREON WITHIN NOTE 3 ON SHEET 2.

Sonia Orozco
CITY CLERK, CITY OF ROSEVILLE

DATE: 8/25/2020 BY: _____
ASSISTANT CITY CLERK

RECORDER'S STATEMENT

FILED THIS 29th DAY OF October, 2020, AT 8:14A.M. IN BOOK FF OF MAPS, AT PAGE 21, IN THE OFFICE OF THE PLACER COUNTY RECORDER, AT THE REQUEST OF MACKAY & SOMPS CIVIL ENGINEERS, INC.

Ryan Ronco
RECORDER OF PLACER COUNTY
STATE OF CALIFORNIA

DOCUMENT NO.: 2020-0122944

BY: _____ FEE: $ 98.00
DEPUTY

FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

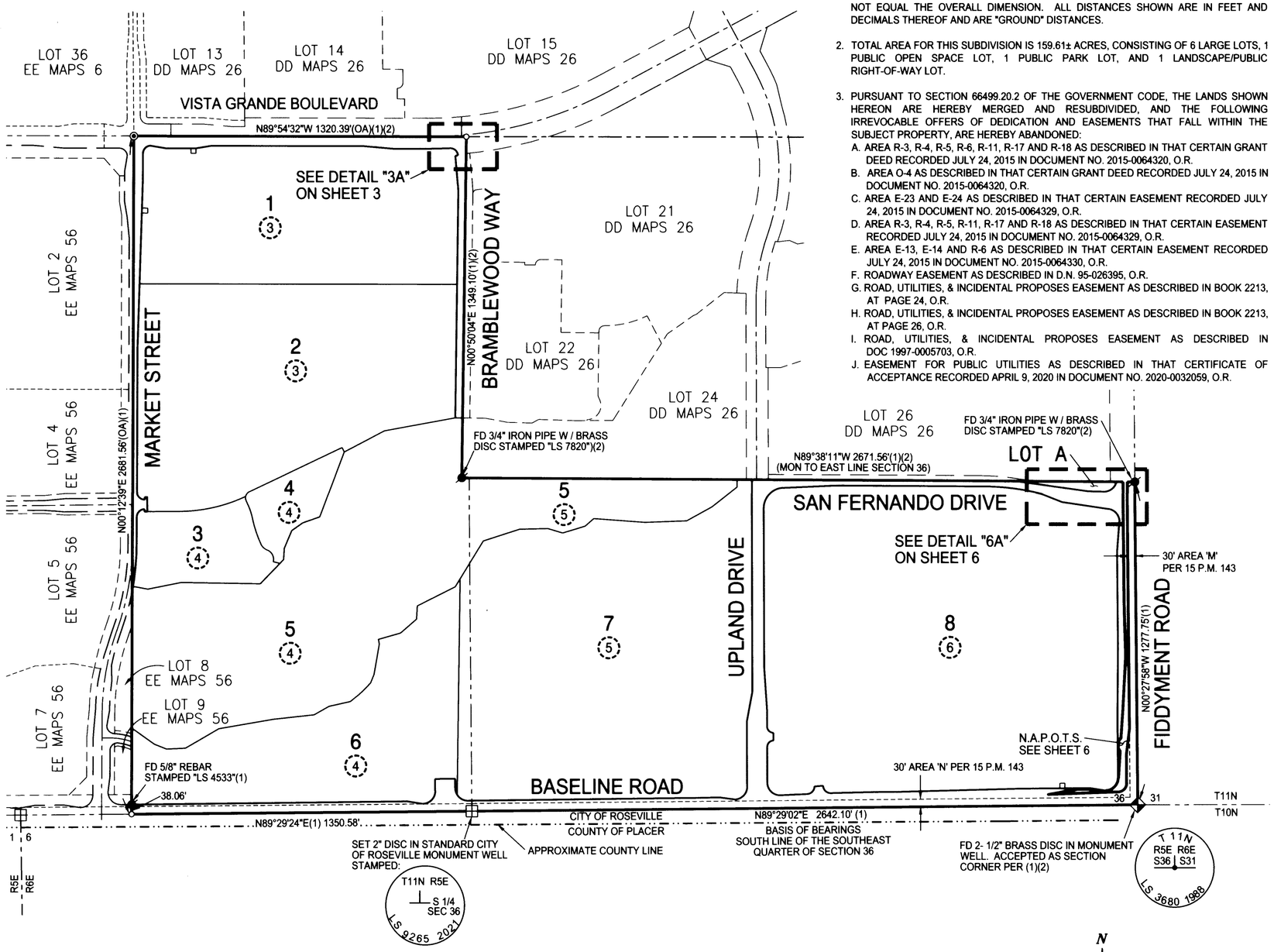
BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

CITY OF ROSEVILLE • PLACER COUNTY • CALIFORNIA

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

AUGUST 2020

SHEET 1 OF 6 18476.LLFM



NOTES:

1. ALL CURVES ARE DIMENSIONED WITH RADIUS, DELTA, ARC LENGTH, CHORD BEARING AND CHORD LENGTH. DUE TO ROUNDING THE SUM OF INDIVIDUAL DIMENSIONS MAY NOT EQUAL THE OVERALL DIMENSION. ALL DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF AND ARE "GROUND" DISTANCES.

2. TOTAL AREA FOR THIS SUBDIVISION IS 159.61± ACRES, CONSISTING OF 6 LARGE LOTS, 1 PUBLIC OPEN SPACE LOT, 1 PUBLIC PARK LOT, AND 1 LANDSCAPE/PUBLIC RIGHT-OF-WAY LOT.

3. PURSUANT TO SECTION 66499.20.2 OF THE GOVERNMENT CODE, THE LANDS SHOWN HEREON ARE HEREBY MERGED AND RESUBDIVIDED, AND THE FOLLOWING IRREVOCABLE OFFERS OF DEDICATION AND EASEMENTS THAT FALL WITHIN THE SUBJECT PROPERTY, ARE HEREBY ABANDONED:
   - A. AREA R-3, R-4, R-5, R-6, R-11, R-17 AND R-18 AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064320, O.R.
   - B. AREA O-4 AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064320, O.R.
   - C. AREA E-23 AND E-24 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064329, O.R.
   - D. AREA R-3, R-4, R-5, R-11, R-17 AND R-18 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064329, O.R.
   - E. AREA E-13, E-14 AND R-6 AS DESCRIBED IN THAT CERTAIN EASEMENT RECORDED JULY 24, 2015 IN DOCUMENT NO. 2015-0064330, O.R.
   - F. ROADWAY EASEMENT AS DESCRIBED IN D.N. 95-026395, O.R.
   - G. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN BOOK 2213, AT PAGE 24, O.R.
   - H. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN BOOK 2213, AT PAGE 26, O.R.
   - I. ROAD, UTILITIES, & INCIDENTAL PROPOSES EASEMENT AS DESCRIBED IN DOC 1997-0005703, O.R.
   - J. EASEMENT FOR PUBLIC UTILITIES AS DESCRIBED IN THAT CERTIFICATE OF ACCEPTANCE RECORDED APRIL 9, 2020 IN DOCUMENT NO. 2020-0032059, O.R.

LEGEND

◆	FOUND SECTION CORNER AS NOTED
⊞	QUARTER SECTION CORNER, NO MONUMENT FOUND
	FOUND MONUMENT AS NOTED
⊙	FOUND 2" DISC STAMPED "LS 7820" IN STANDARD CITY OF ROSEVILLE MONUMENT WELL (2)
◎	SET COPPERWELD SURVEY MONUMENT WITH CENTER PUNCH IN MONUMENT WELL STAMPED "LS 9265"
	SET 5/8" REBAR WITH PLASTIC CAP STAMPED "LS 9265"
o	DIMENSION POINT
AC.	ACRES
CB	CHORD BEARING
CD	CHORD DISTANCE
℄	CENTERLINE
D.N.	DOCUMENT NUMBER
FD	FOUND
J.U.A.	JOINT USE AGREEMENT
L.E.	LANDSCAPE EASEMENT
M.A.E.	MAINTENANCE ACCESS EASEMENT
MON	MONUMENT
N.A.P.O.T.S.	NOT A PART OF THIS SURVEY
(OA)	OVERALL
O.R.	OFFICIAL RECORDS OF PLACER COUNTY
P.E.	PEDESTRIAN EASEMENT
P.U.E.	PUBLIC UTILITY EASEMENT
(R)	RADIAL BEARING
R.S.	RECORD OF SURVEY
( )	RECORD DATA PER REFERENCE
R.O.W.	RIGHT OF WAY
S.F.	SQUARE FEET
(1)	SHEET INDEX
- - -	CITY/COUNTY LIMITS

BASIS OF BEARINGS:

THE BEARING N 88°29'02" E, BEING THE SOUTH LINE OF THE SOUTH EAST QUARTER OF SECTION 36 AS SHOWN ON THAT CERTAIN RECORD OF SURVEY ENTITLED "RECORD OF SURVEY NO. 3221" RECORDED JULY 24, 2015 IN BOOK 22 OF SURVEYS, AT PAGE 135, PLACER COUNTY RECORDS.

REFERENCES:

(1) 22 R.S. 135
(2) DD MAPS 26
(3) EE MAPS 6
(4) EE MAPS 56

LARGE LOT #	L.L.T.M. PLAN #
LOT 1	DF-20
LOT 2	DF-1
LOT 3	DF-2
LOT 4	DF-50
LOT 5	DF-80, DF-81
LOT 6	DF-40
LOT 7	DF-41
LOT 8	DF-42

N

0 300 600

SCALE: 1"=300'

FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

AUGUST 2020

LOT 33 EE MAPS 6

LOT 13 DD MAPS 26

LOT 14 DD MAPS 26

LOT 15 DD MAPS 26

LOT 21 DD MAPS 26

LOT 22 DD MAPS 26

LOT 24 DD MAPS 26

LOT 2 EE MAPS 56

LOT 4 EE MAPS 56

VISTA GRANDE BOULEVARD

BRAMBLEWOOD WAY

MARKET STREET

N00°05'28"E(R)

N89°54'32"W 1320.39'(1)(2)

146.85'

38'

N80°26'48"W 60.83'

48'

N89°54'32"W 120.00'

38'

N80°37'44"E 60.83'

1025.57'

N89°54'32"W 604.82'

38'

N85°08'43"W 120.42'

48'

N89°54'32"W 140.74'

25' P.U.E.

147.98'

48'

1025.57'

35' P.U.E.

N45°09'04"E 99.10'

R=31.00' Δ=89°52'49" L=48.63' CB=N45°09'04"E CD=43.79'

N89°47'21"W(R)

20'x20' BUS SHELTER EASEMENT

N00°12'39"E 110.00'

36'

41' P.U.E./P.E.

BUS SHELTER EASEMENT

26'

29'

N04°45'08"W 150.04'

N04°45'08"W 117.18'

SEE DETAIL "3A" ON THIS SHEET

R=471.00' Δ=05°35'12" L=45.93' CB=N01°57'32"W CD=45.91'

29'

R=500.00' Δ=05°35'12" L=48.75' CB=N01°57'32"W CD=48.73'

1
15.62± A.C.

441.50'

405.76'

346.87'

873.97'

N00°50'04"E 874.08'

N00°50'04"E 1349.10'(OA)(1)(2)

527.22'

N89°54'32"W 1260.62'

1208.03'

52.59'

N00°12'39"E 2681.56'(OA)(1)

N01°50'51"E 665.27'

259.52'

17'

1456.04'(OA)

1028.33'(OA)

60' P.U.E./P.E.

561.47'(OA)

17'

2
21.17± A.C.

SEE DETAIL "3B" ON THIS SHEET

29'

286.11'

N79°40'05"E 286.88'

N62°14'39"E 179.56'

N64°39'01"E 407.36'(OA)

N25°20'59"W 19.29'

N20°34'11"E 273.71'(OA)

N89°05'06"W 28.25'

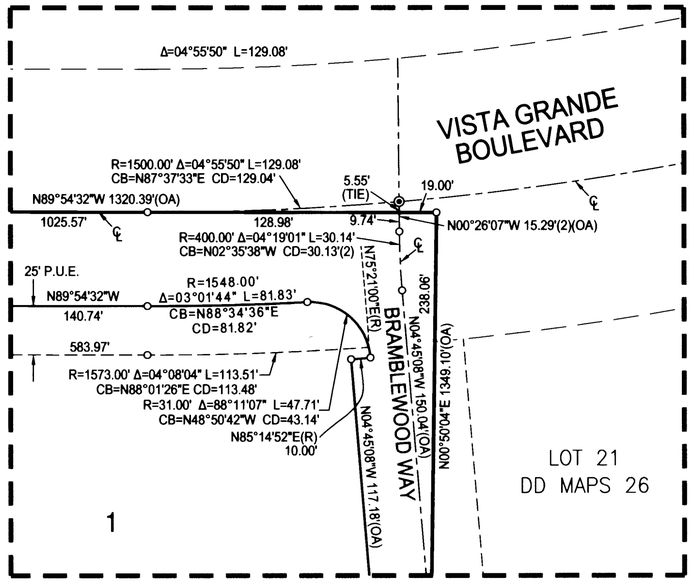
237.06'(OA)

4

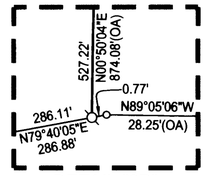
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SEE SHEET 4

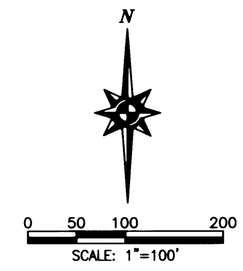
SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.



DETAIL "3A"
N.T.S.



DETAIL "3B"
N.T.S.



FINAL MAP OF

SIERRA VISTA

DF PROPERTIES, INC.

LARGE LOT SUBDIVISION

SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 3 OF 6 18476.LLFM

SEE SHEET 3

LOT 4
EE MAPS 56

SEE DETAIL "4A" ON THIS SHEET

MARKET STREET

60' P.U.E.

2
21.17± A.C.

R=585.00' Δ=24°42'42" L=252.31'
CB=N77°00'22"E CD=250.36'

R=615.00' Δ=24°29'33" L=262.90'
CB=N77°06'57"E CD=260.90'

20.00'

N25°20'59"W 34.00'

N64°39'01"E 407.36'

N25°20'59"W 19.29'

N20°34'11"E 273.71'

30' M.A.E./P.U.E.

SEE DETAIL "4C" ON THIS SHEET

N89°21'43"E 130.38'

N89°21'43"E 130.38'

N89°21'43"E 130.38'

R=629.00' Δ=24°29'33" L=268.88'
CB=N77°06'57"E CD=266.84'

N23°08'05"W 21.18'

4
1.85± A.C.

R=292.00' Δ=11°02'13" L=56.25'
CB=N17°36'58"W CD=56.16'

N55°00'07"E 53.50'

N70°58'21"E 71.79'

N22°56'11"E 76.92'

R=483.00' Δ=12°30'33" L=105.45'
CB=N18°21'08"W CD=105.24'

N00°12'39"E 107.34'

60' P.U.E.

3
3.48± A.C.

R=49.00' Δ=42°41'10" L=36.51'
CB=N45°57'00"W CD=35.67'

R=39.00' Δ=81°18'26" L=55.34'
CB=N26°38'22"W CD=50.82'

21.00'

N03°33'08"E 44.38'

N75°59'09"W 27.96'(R)

112.67'

N43°59'42"E 133.67'

R=1017.00'(OA)
Δ=10°29'27"
L=186.21'
CB=N05°27'22"E
CD=185.95'

Δ=09°30'23" L=168.74'
CB=N04°57'50"E CD=168.54'

N79°18'09"W 60.01'

N89°02'46"W 313.76'

N78°34'35"E 134.91'

37.01'

100.48'

P.U.E.

R=1040.00' Δ=06°24'52" L=116.43'
CB=N12°56'46"E CD=116.37'

LOT 5
EE MAPS 56

SEE DETAIL "4B" ON THIS SHEET

5
25.93± A.C.

N00°12'39"E 2681.56'(OA)(1)

543.57'

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C2	26.00'	35°46'40"	16.24'	N05°14'45"W	15.97'
C3	26.00'	52°00'26"	23.60'	N38°38'48"E	22.80'

LOT 8
EE MAPS 56

PAVILION DRIVE

N54°40'17"W 110.30'

N68°41'18"W 51.69'

N87°33'02"E 74.58'

N59°52'15"E 154.14'

N80°13'38"E 219.54'

N83°52'47"E 162.86'

N60°10'08"E 67.68'

N77°10'44"E 86.58'

N51°40'11"E 42.52'

N47°23'32"E 25.38'

N43°03'40"E 41.55'

N21°58'40"E 36.20'

N09°53'32"E 122.16'

N10°42'09"W 18.06'

N74°08'59"E 91.60'

N48°53'50"E 83.92'

N03°20'38"E 52.61'

N63°26'52"E 168.37'

N31°36'42"E 213.96'
116.64'

37.26'

N00°50'04"E 854.27'

LOT 9
EE MAPS 56

302.08'

TEMPORARY ACCESS ROAD
PER D.N. 2020-0012751

ACCESS EASEMENT
PER D.N. 2020-0012751

VALVE LOT EASEMENT
PER D.N. 2020-0012751

50' TEMPORARY
CONSTRUCTION EASEMENT
PER D.N. 2020-0012751

6
12.48± A.C.

SEE DETAIL "5A" ON SHEET 5

50' PIPELINE EASEMENT
PER D.N. 2020-0012751

15' TEMPORARY P.U.E.
PER D.N. 2018-0023100

40' P.U.E.

N89°19'50"E 1183.89'

N89°19'50"E 1094.34'

FD 5/8" REBAR
STAMPED "LS 4533"(1)

38.06'

60'

100'

1245.60'

60'

50'

60'

N89°29'24"E 1350.58'(OA)(1)

N00°12'39"E
21.95'(TIE)

℄

N89°19'50"E 1245.93'

APPROXIMATE COUNTY LINE

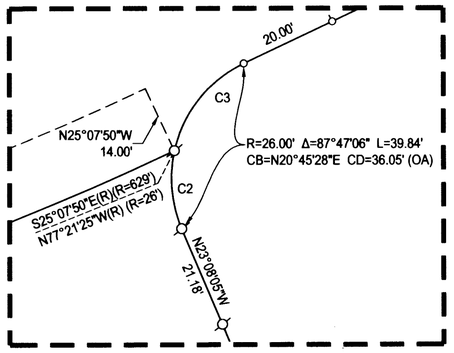
CITY OF ROSEVILLE
COUNTY OF PLACER

BASELINE ROAD

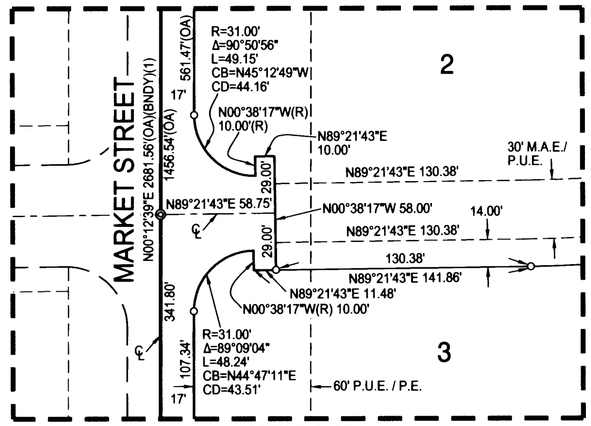
SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.

SEE SHEET 5

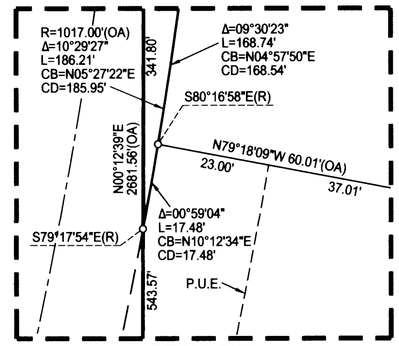
7



DETAIL "4C"
N.T.S.



DETAIL "4A"
N.T.S.



DETAIL "4B"
N.T.S.

N

0 50 100 200

SCALE: 1"=100'

T11N R5E
S 1/4 SEC 36

LS 9265 2021

SET 2" DISC IN STANDARD CITY OF ROSEVILLE MONUMENT WELL STAMPED AS SHOWN:

FINAL MAP OF SIERRA VISTA

DF PROPERTIES, INC.

LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 4 OF 6 18476.LLFM

SEE SHEET 3

237.06'
N00°50'04"E
1349.10'(OA)(1)(2)

FD 3/4" IRON PIPE W / BRASS
DISC STAMPED "LS 7820")(2)

LOT 24
DD MAPS 26

N89°38'11"W 2671.57'(OA)(1)(2)(MON TO EAST LINE SECTION 36)
1092.69'

5
25.93± A.C.

N51°40'01"E
126.45'

N61°03'53"E
113.39'

N87°59'04"E 165.97'

N85°47'39"W 203.81'

N48°51'56"E 46.00'

N73°22'02"E 93.20'

N88°51'20"E
112.06'

N73°26'05"W 60.67'

N72°03'17"E 151.63'

N31°36'42"E 213.90'
176.64'

37.26'

SEE DETAIL "5B"
ON THIS SHEET

18' 29'

25' P.U.E. / P.E.

839.46'

UPLAND DRIVE

1010.44'

8

SEE SHEET 6

7
28.99 A.C.±

6

SEE SHEET 4

N00°50'04"E 854.27'

T11N R5E
S 1/4
SEC 36
LS 9265 2021

SEE DETAIL "5A"
ON THIS SHEET

SET 2" DISC IN STANDARDS CITY
OF ROSEVILLE MONUMENT WELL
STAMPED AS SHOWN:

50' PIPELINE EASEMENT
PER D.N. 2020-0012751

50' TEMPORARY
CONSTRUCTION EASEMENT
PER D.N. 2020-0012751

15' TEMPORARY P.U.E.
PER D.N. 2018-0023100

N89°19'50"E 953.55'

40' P.U.E.

R=50.00' Δ=88°44'10" L=77.44'
CB=N44°16'10"E CD=69.93'

R=4940.00' Δ=00°50'24" L=72.41'
CB=N88°54'38"E CD=72.41'

N89°19'50"E 925.79'

N82°24'39"W

S01°30'33"E(R)

60.90'

S01°21'45"E(R)

50'

60'

100'

60'

1132.03'

N89°29'02"E 2642.10'(OA)(1)

N89°19'50"E 1015.79'

CITY OF ROSEVILLE
COUNTY OF PLACER

BASELINE ROAD

APPROXIMATE COUNTY LINE

N87°49'13"E
89.35'

N00°05'55"W
11.07'(TIE)

R=5000.00' Δ=01°30'37" L=131.80'
CB=N88°34'32"E CD=131.80'

N00°05'55"W 1300.84'

N00°05'55"W 257.84'

N10°27'56"E 120.00'

29'

18'

40'

40'

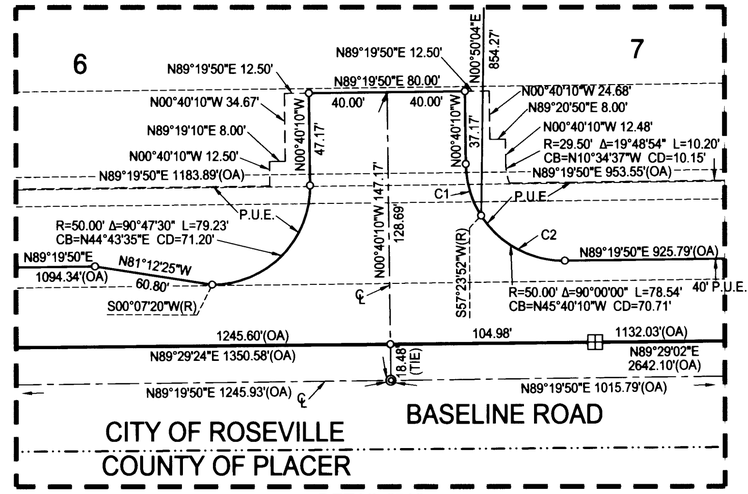
40'

40'

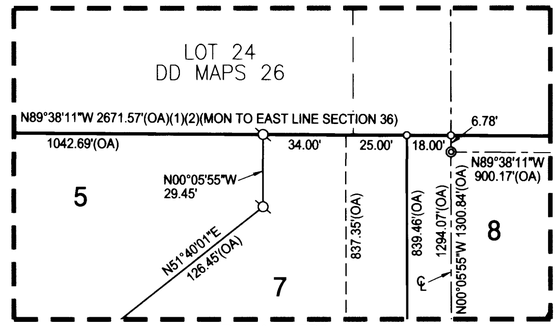
283.63'

25' P.U.E. / P.E.

SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.



DETAIL "5A"
N.T.S.



DETAIL "5B"
N.T.S.

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C1	50.00'	31°55'58"	27.87'	N16°38'09"W	27.51'
C2	50.00'	58°04'02"	50.67'	N61°38'09"W	48.53'

N

0 50 100 200
SCALE: 1"=100'

FINAL MAP OF
SIERRA VISTA
DF PROPERTIES, INC.
LARGE LOT SUBDIVISION
SUBDIVISION NO. PL15-0192

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AUGUST 2020

SHEET 5 OF 6 18476.LLFM

FINAL MAP OF SIERRA VISTA

DF PROPERTIES, INC.

LARGE LOT SUBDIVISION

SUBDIVISION NO. PL15-0192

BEING A PORTION OF PARCEL B AND A PORTION OF PARCEL C AS SHOWN ON THAT CERTAIN PARCEL MAP ENTITLED "PARCEL MAP NO. P-73362" FILED FOR RECORD IN BOOK 15 OF PARCEL MAPS, AT PAGE 143, PLACER COUNTY RECORDS. LOCATED IN A PORTION OF THE SOUTH HALF OF SECTION 36, TOWNSHIP 11 NORTH, RANGE 5 EAST, MOUNT DIABLO MERIDIAN.

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AUGUST 2020

SHEET 6 OF 6 18476.LLFM

MACKAY & SOMPS
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1025 Creekside Ridge Drive, Suite 150, Roseville, CA 95678 (916) 773-1189

SEE SHEET 2 FOR BASIS OF BEARINGS, LEGEND, NOTES AND REFERENCES.

CURVE TABLE

#	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD LENGTH
C1	50.00'	92°04'52"	80.36'	N46°08'21"W	71.98'
C2	30.00'	88°30'03"	46.34'	N43°34'12"E	41.87'
C3	30.00'	91°29'57"	47.91'	N46°25'48"W	42.98'
C4	5060.00'	01°39'49"	146.92'	N88°39'07"E	146.91'
C5	500.00'	06°53'37"	60.16'	N78°01'10"W	60.12'
C6	50.00'	79°02'02"	68.97'	N52°04'30"E	63.63'(1)
C7	4016.00'	01°21'40"	95.40'	N01°08'48"W	95.40'
C8	34.00'	88°11'51"	52.34'	N43°49'07"E	47.32'(1)
C9	50.00'	90°44'30"	79.19'	N44°54'17"E	71.17'
C10	50.00'	00°19'42"	0.29'	N00°18'07"W	0.29'
C11	50.00'	89°35'05"	78.18'	N44°39'16"E	70.45(1)
C12	50.00'	00°49'43"	0.72'	N89°51'40"E	0.72'

LINE TABLE

#	BEARING	LENGTH
L1	N82°06'33"W	286.99'
L2	N88°24'29"W	60.95'(1)
L3	N00°27'58"W	463.03'(1)
L4	N01°49'38"W	129.68'(1)
L5	N02°56'11"E	214.40'(1)
L6	N03°44'29"E	112.71'(1)
L7	N44°56'05"E	12.07'(1)
L8	N05°07'45"E	30.72'(1)
L9	N34°40'35"W	14.00'(1)
L10	N03°44'29"E	105.91'(1)
L11	N79°48'08"E	116.88'(1)
L12	N87°52'18"E	277.19'(1)
L13	N00°16'48"W	114.46'(1)
L14	N07°08'56"E	100.75'
L15	N00°27'58"W(1)	978.18'
L16	N89°54'05"E	65.00'

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.19
File #: 0400-03 & 0400-07
Item ID: 2026-640

Title:	808 Main Street - Parcel Map and Subdivision Agreement
Contact:	Robert Medina 916-774-5517 rmedina@roseville.ca.us

SUMMARY

Staff recommends approval of the 808 Main Street parcel map and approval of a Subdivision Agreement with Homeland Enterprises, LLC. The Engineering Division has completed its review of the parcel map and found that it complies with the approved ministerial lot split. This map will create 3 residential lots. The actions requested have no fiscal impact on the City's General Fund.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the parcel map on file with the City Clerk and accept, on behalf of the public, the public utility easements offered thereon; and
2. Adopt a resolution to approve the Subdivision Agreement with Homeland Enterprises, LLC, and authorize the City Manager to execute the agreement on behalf of the City.

BACKGROUND

The Development Services, Engineering Section, has reviewed the subject parcel map and found that it complies with the Subdivision Map Act and the City's Subdivision Ordinance, and all conditions of the ministerial lot split have been met. This map will create three residential lots.

FISCAL IMPACT

There is no fiscal impact to the City's General Fund associated with this approval.

ENVIRONMENTAL REVIEW

The proposed project is consistent with Senate Bill 684, which allows for the ministerial approval of projects with 10 or fewer parcels and housing developments with 10 or fewer residential units, as long as certain conditions are met. The project was originally ministerially approved by Planning staff in November 2025, and this proposed action finalizes that project. The project remains consistent with all applicable requirements, and as such is exempt from CEQA.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Robert Medina, Assistant Engineer

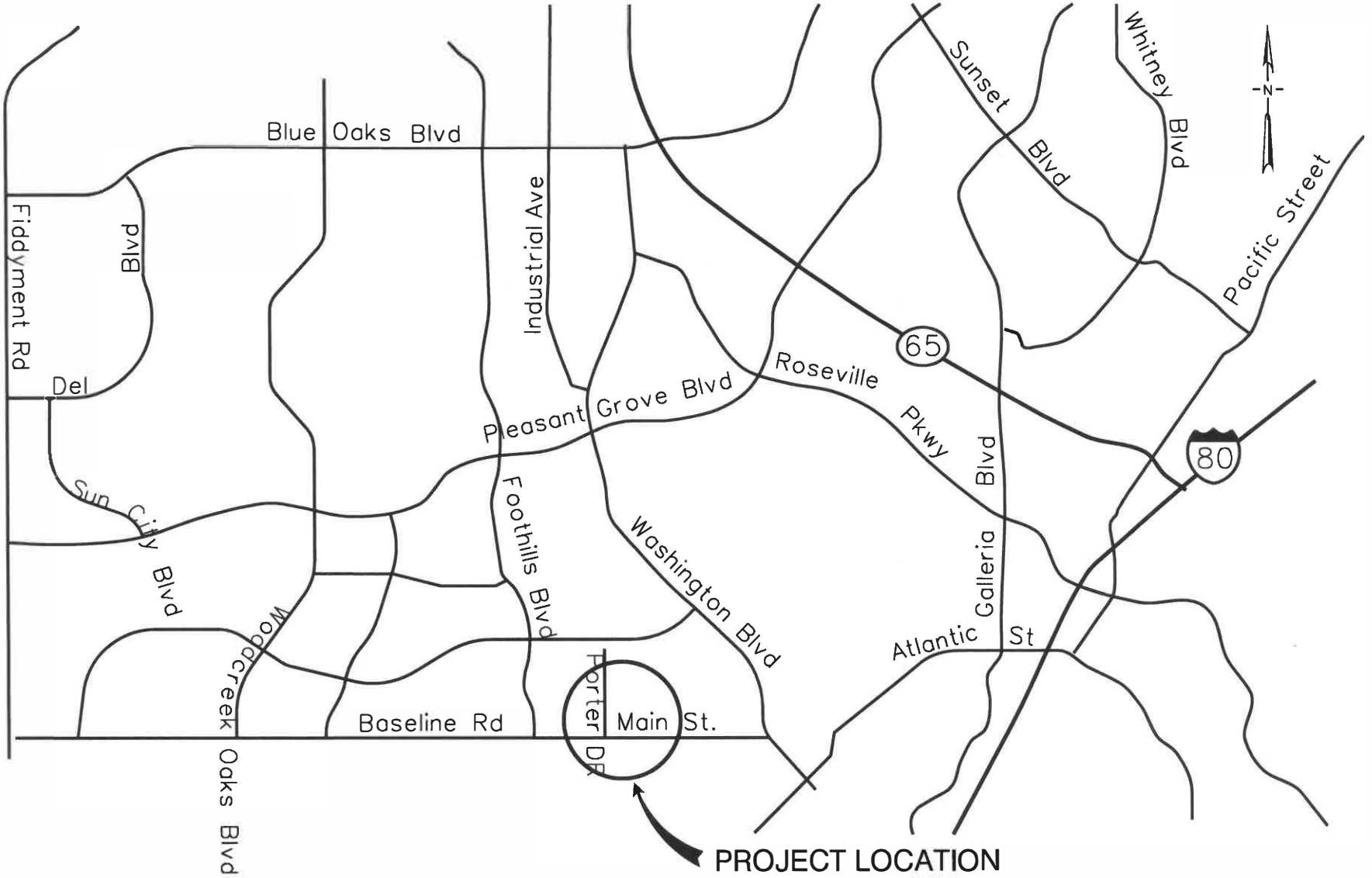
Mike Isom, Development Services Director

ATTACHMENTS:

1. Vicinity Map
2. Parcel Map
3. Resolution 26-299
4. Subdivision Agreement

REVIEWERS:

Robert Medina, Development Services Department - Engineering Division	Created/Initiated - 7/16/2026
Marc Stout, Development Services Department - Engineering Division	Approved - 7/17/2026
Mike Isom, Development Services Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/17/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/22/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026



CITY OF ROSEVILLE

VICINITY MAP

808 Main Street Subdivision

OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CERTIFIES THAT THEY ARE THE ONLY PERSON HAVING ANY RECORD TITLE INTEREST IN THE REAL PROPERTY INCLUDED WITHIN THE BOUNDARIES OF THIS PARCEL MAP OF 808 MAIN STREET, AND THEY HEREBY CONSENT TO THE PREPARATION AND RECORDING OF SAID MAP, AND HEREBY OFFER FOR DEDICATION AND DO HEREBY DEDICATE FOR PARTICULAR PURPOSES THE FOLLOWING:

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS

1. PUBLIC EASEMENTS FOR THE INSTALLATION AND MAINTENANCE OF GAS PIPES AND UNDERGROUND AND OVERHEAD WIRES AND CONDUITS FOR ELECTRIC, TELEVISION, AND TELEPHONE SERVICES; TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO, ON, OVER, UNDER AND ACROSS THE STRIPS OF LAND SHOW HEREON AS E–1 AND E–3:

A. 4' WIDE PUBLIC UTILITIES EASEMENT ON PARCEL 1;
B. 4' WIDE PUBLIC UTILITIES EASEMENT ON PARCEL 3.

2. 3' WIDE PRIVATE WATER AND SEWER EASEMENT ON PARCEL 2 FOR THE BENEFIT OF PARCEL 1.

IN WITNESS THEREOF, THE UNDERSIGNED HAVE CAUSED THEIR NAMES TO BE SUBSCRIBED

HOMELAND ENTERPRISES, LLC, A DELAWARE LIMITED LIABILITY COMPANY

_____ _____
BY: RUSLAN BACHINSKY, MEMBER DATE

NOTARY ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA

COUNTY OF _____

ON _____ BEFORE ME, _____

PERSONALLY APPEARED _____ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

_____ _____
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS _____ COUNTY

MY COMMISSION EXPIRES: _____

NOTE:

A. THIS MAP IS SUBJECT TO A "DECLARATION OF RESTRICTIVE COVENANTS", RECORDED IN BOOK _____, AT PAGE _____, OFFICIAL RECORDS OF PLACER COUNTY.

PARCEL MAP
808 MAIN STREET
SUBDIVISION NO. PL25-0493

A SUBDIVISION OF LOT 19
OF THE MAP OF HILL & ATKINS ADDITION
PER BOOK C OF MAPS, PAGE 39,
PLACER COUNTY RECORDS
PORTION OF SECTION 34, T. 11 N., R. 6 E., M.D.M.

CITY OF ROSEVILLE, PLACER COUNTY, CALIFORNIA

SHEET 1 OF 3 SCALE: NONE AUGUST, 2026

TOP ENGINEERING INC.

4811 CHIPPENDALE DRIVE, SUITE 207, SACRAMENTO, CA 95841
PHONE: (916) 342–3657

BENEFICIARY'S STATEMENT

MANSOUR MONEM, ITS SUCCESSORS, AND ASSIGNS, AS BENEFICIARY UNDER DEED OF TRUST RECORDED IN THE OFFICE OF THE PLACER COUNTY RECORDER ON AUGUST 6, 2024, AS INSTRUMENT 2024041511, OFFICIAL RECORDS, HEREBY CONSENTS TO THE FILING OF THIS MAP.

BY: _____
MANSOUR MONEM

NOTARY ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA

COUNTY OF _____

ON _____ BEFORE ME, _____

PERSONALLY APPEARED _____ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

_____ _____
SIGNATURE PRINTED NAME

MY PRINCIPAL PLACE OF BUSINESS IS _____ COUNTY

MY COMMISSION EXPIRES: _____

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS PARCEL MAP OF 808 MAIN STREET AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP ON FILE AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL APPLICABLE CITY ORDINANCES HAVE BEEN COMPLIED WITH.

_____
MARC STOUT DATE
CITY ENGINEER, CITY OF ROSEVILLE
R.C.E. #69879 EXPIRATION DATE 9/30/2026

I HEREBY STATE THAT I AM SATISFIED THAT THIS MAP OF 808 MAIN STREET IS TECHNICALLY CORRECT.
FOR MARC STOUT, CITY ENGINEER, CITY OF ROSEVILLE

_____
TIMOTHY G. BLAIR DATE
PLS #8278 EXPIRATION DATE 12/31/2027

PROFESSIONAL LAND SURVEYOR ☆ TIMOTHY G. BLAIR ☆ No. 8278 EXP. 12/31/27 STATE OF CALIFORNIA

SURVEYOR'S STATEMENT

THIS PARCEL MAP OF 808 MAIN STREET WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF YURIY KNYSH IN OCTOBER, 2025. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP; THAT THE MONUMENTS SHOWN HEREON ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED; AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

_____
VAL TARASOV, PLS 9625 DATE
LICENSE EXPIRES 9/30/2027

PROFESSIONAL LAND SURVEYOR ★ VAL TARASOV ★ 9625 STATE OF CALIFORNIA

RECORDER'S STATEMENT

ACCEPTED FOR RECORD AND FILED IN THE OFFICE OF THE COUNTY RECORDER OF PLACER COUNTY, STATE OF CALIFORNIA, THIS _____ DAY OF _____, 2026 AT _____:_____:_____., IN BOOK _____OF PARCEL MAPS, AT PAGE _____, AT THE REQUEST OF TOP ENGINEERING INC.

FILE NO. _____ _____
RECORDER OF PLACER COUNTY

FEE: _____ _____
DEPUTY

CITY CLERK'S STATEMENT

I HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF ROSEVILLE HAS APPROVED THIS PARCEL MAP OF 808 MAIN STREET AND HAS ACCEPTED ON BEHALF OF THE PUBLIC THE EASEMENTS HEREON OFFERED FOR DEDICATION.

DATED _____ _____
CITY CLERK, CITY OF ROSEVILLE

BY: _____
ASSISTANT CITY CLERK

PARCEL MAP
808 MAIN STREET
SUBDIVISION NO. PL25-0493

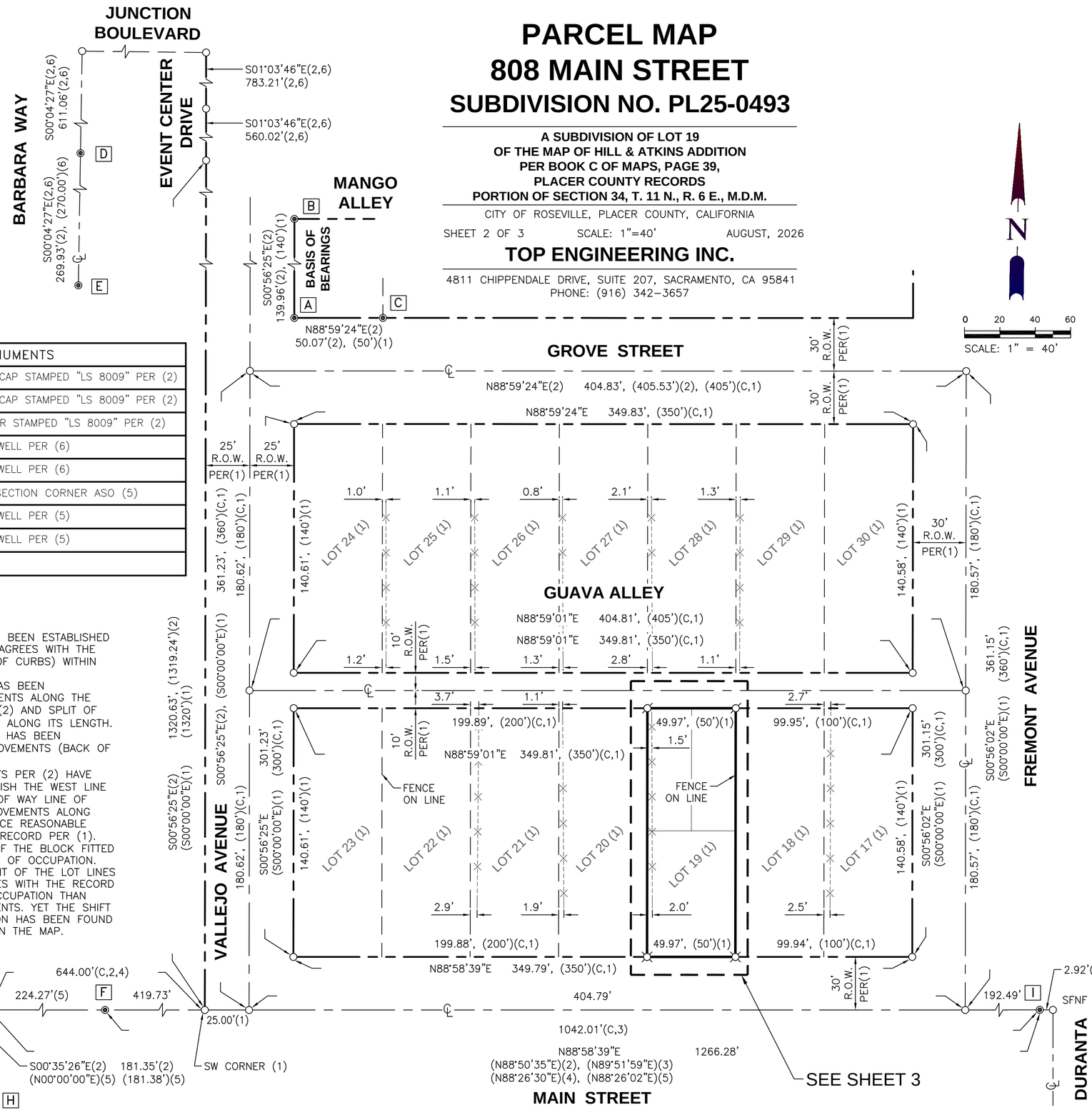
A SUBDIVISION OF LOT 19
OF THE MAP OF HILL & ATKINS ADDITION
PER BOOK C OF MAPS, PAGE 39,
PLACER COUNTY RECORDS
PORTION OF SECTION 34, T. 11 N., R. 6 E., M.D.M.

CITY OF ROSEVILLE, PLACER COUNTY, CALIFORNIA

SHEET 2 OF 3 SCALE: 1"=40' AUGUST, 2026

TOP ENGINEERING INC.

4811 CHIPPENDALE DRIVE, SUITE 207, SACRAMENTO, CA 95841
PHONE: (916) 342-3657



FOUND MONUMENTS	
A	FOUND 5/8" REBAR WITH PLASTIC CAP STAMPED "LS 8009" PER (2)
B	FOUND 5/8" REBAR WITH PLASTIC CAP STAMPED "LS 8009" PER (2)
C	FOUND CONCRETE NAIL AND WASHER STAMPED "LS 8009" PER (2)
D	FOUND BRASS CAP MONUMENT IN WELL PER (6)
E	FOUND BRASS CAP MONUMENT IN WELL PER (6)
F	FOUND 1-1/2" BRASS DISC AT SECTION CORNER ASO (5)
G	FOUND BRASS CAP MONUMENT IN WELL PER (5)
H	FOUND BRASS CAP MONUMENT IN WELL PER (5)
I	FOUND CONCRETE NAIL ASO (3)

SURVEYOR'S NOTES

1. CENTERLINE OF MAIN STREET HAS BEEN ESTABLISHED PER FOUND MONUMENTS AND IT AGREES WITH THE SPLIT OF IMPROVEMENTS (BACK OF CURBS) WITHIN THE PROJECT BLOCK.
2. CENTERLINE OF GROVE STREET HAS BEEN ESTABLISHED PER FOUND MONUMENTS ALONG THE NORTH RIGHT OF WAY LINE PER (2) AND SPLIT OF IMPROVEMENTS (BACK OF CURBS) ALONG ITS LENGTH.
3. CENTERLINE OF FREMONT AVENUE HAS BEEN ESTABLISHED PER SPLIT OF IMPROVEMENTS (BACK OF CURBS) ALONG ITS LENGTH.
4. SURVEY FINDINGS AND MONUMENTS PER (2) HAVE BEEN USED IN ORDER TO ESTABLISH THE WEST LINE OF (1), BEING THE WEST RIGHT OF WAY LINE OF VALLEJO AVENUE. SPLIT OF IMPROVEMENTS ALONG VALLEJO AVENUE DID NOT PRODUCE REASONABLE RESULTS, AS COMPARED TO THE RECORD PER (1). ADDITIONALLY, RESULTING SPLIT OF THE BLOCK FITTED POORLY WITH THE EXISTING LINES OF OCCUPATION.
5. METHOD USED FOR ESTABLISHMENT OF THE LOT LINES WITHIN THE BLOCK BETTER AGREES WITH THE RECORD MEASUREMENTS AND LINES OF OCCUPATION THAN USING ONLY SPLIT OF IMPROVEMENTS. YET THE SHIFT OF SEVERAL LINES OF OCCUPATION HAS BEEN FOUND WITHIN THE BLOCK, AS SHOWN ON THE MAP.

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS IDENTICAL TO THE EAST RIGHT OF WAY LINE OF VALLEJO AVENUE, AS SHOWN ON THE PARCEL MAP RECORDED IN BOOK 36 OF PARCEL MAPS, PAGE 125 AND ESTABLISHED FROM MONUMENTS SHOWN HEREON, THE BEARING BEING SOUTH 00°56'25" EAST.

MAP REFERENCES

(1) .... RECORD PER C MAPS 39, P.C.R.

(2) .... RECORD PER 36 PM 125, P.C.R.

(3) .... RECORD PER 23 RS 10, P.C.R.

(4) .... RECORD PER F MAPS 45, P.C.R.

(5) .... RECORD PER BB MAPS 11, P.C.R.

(6) .... RECORD PER P MAPS 44, P.C.R.

0 20 40 60
SCALE: 1" = 40'

LEGEND

◉	FOUND RECORD MONUMENT AS NOTED
○	DIMENSION POINT, NOTHING FOUND OR SET
⌀	SET 5/8" REBAR WITH 2" DIAMETER ALUMINUM CAP STAMPED "PLS 9625"
⌖	SET 1 1/4" BRASS DISK STAMPED "PLS 9625" 1' INTO SIDEWALK ON PROJECTION OF BOUNDARY LINE
PM	PARCEL MAP
RS	RECORD OF SURVEY
R.O.W.	RIGHT OF WAY
P.C.R.	PLACER COUNTY RECORDS
SFNF	SEARCHED FOR, NOT FOUND
ASO	AS SHOWN ON
(C)	CALCULATED
———	PROPERTY LINE
—— ℄ ——	CENTER LINE (℄)
– – – –	EASEMENT LINE
—— ——	ADJOINER LINE
----×----	EXISTING FENCE

NOTES

1. THE SUBDIVISION CONTAINS 0.161 ACRES GROSS. THIS PARCEL MAP CONTAINS 3 RESIDENTIAL PARCELS.
2. THIS PROPERTY IS SUBJECT TO ANY CONDITIONS OF APPROVAL SET FORTH IN CONNECTION WITH THE ADOPTED TENTATIVE MAP THAT HAVE NOT BEEN PERFORMED AT THE TIME OF MAP FILING (CONTROL NUMBER: PL25-0493).
3. DISTANCES SHOWN HEREON ARE IN FEET AND DECIMALS THEREOF.
4. THE SUM OF THE PARTS OF A LINE MAY NOT BE EQUAL TO THE WHOLE LENGTH DUE TO ROUNDING OF DISTANCES.

PARCEL MAP
808 MAIN STREET
SUBDIVISION NO. PL25-0493

A SUBDIVISION OF LOT 19
OF THE MAP OF HILL & ATKINS ADDITION
PER BOOK C OF MAPS, PAGE 39,
PLACER COUNTY RECORDS
PORTION OF SECTION 34, T. 11 N., R. 6 E., M.D.M.

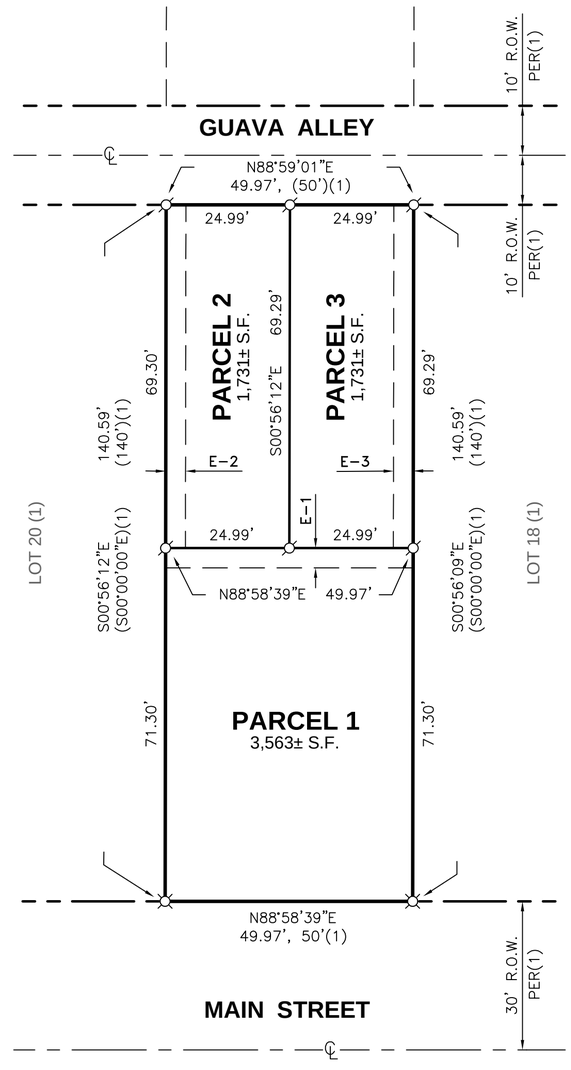
CITY OF ROSEVILLE, PLACER COUNTY, CALIFORNIA

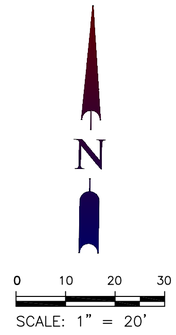
SHEET 3 OF 3 SCALE: 1"=20' AUGUST, 2026

TOP ENGINEERING INC.

4811 CHIPPENDALE DRIVE, SUITE 207, SACRAMENTO, CA 95841
PHONE: (916) 342-3657

EASEMENT TABLE	
E-1	4' WIDE PUBLIC UTILITIES EASEMENTS ON PARCEL 1 FOR THE BENEFIT OF PARCELS 2 & 3.
E-2	3' WIDE PRIVATE WATER AND SEWER EASEMENT ON PARCEL 2 FOR THE BENEFIT OF PARCEL 1.
E-3	4' WIDE PUBLIC UTILITIES EASEMENTS ON PARCEL 3 FOR THE BENEFIT OF PARCELS 1 & 2.





BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS IDENTICAL TO THE EAST RIGHT OF WAY LINE OF VALLEJO AVENUE, AS SHOWN ON THE PARCEL MAP RECORDED IN BOOK 36 OF PARCEL MAPS, PAGE 125 AND ESTABLISHED FROM MONUMENTS SHOWN HEREON, THE BEARING BEING SOUTH 00°56'25" EAST.

MAP REFERENCES

(1) .... RECORD PER C MAPS 39, P.C.R.

(2) .... RECORD PER 36 PM 125, P.C.R.

(3) .... RECORD PER 23 RS 10, P.C.R.

(4) .... RECORD PER F MAPS 45, P.C.R.

(5) .... RECORD PER BB MAPS 11, P.C.R.

(6) .... RECORD PER P MAPS 44, P.C.R.

LEGEND

◉	FOUND RECORD MONUMENT AS NOTED
○	DIMENSION POINT, NOTHING FOUND OR SET
⌀	SET 5/8" REBAR WITH 2" DIAMETER ALUMINUM CAP STAMPED "PLS 9625"
⌀	SET 1 1/4" BRASS DISK STAMPED "PLS 9625" 1' INTO SIDEWALK ON PROJECTION OF BOUNDARY LINE
PM	PARCEL MAP
RS	RECORD OF SURVEY
R.O.W.	RIGHT OF WAY
P.C.R.	PLACER COUNTY RECORDS
SFNF	SEARCHED FOR, NOT FOUND
ASO	AS SHOWN ON
(C)	CALCULATED
———	PROPERTY LINE
—— ℄ ——	CENTER LINE (℄)
– – –	EASEMENT LINE
—— ——	ADJOINER LINE
----×----	EXISTING FENCE

RESOLUTION NO. 26-299

APPROVING A SUBDIVISION AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND HOMELAND ENTERPRISES, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Subdivision Agreement for the 808 Main Street Subdivision, by and between the City of Roseville and Homeland Enterprises, LLC, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said Subdivision Agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

RECORDING REQUESTED BY AND WHEN RECORDED, PLEASE RETURN TO:

City Clerk
CITY OF ROSEVILLE
311 Vernon Street
Roseville, CA 95678

Exempt from recording fees
Pursuant to Govt. Code §27383

SUBDIVISION AGREEMENT

808 Main Street SUBDIVISION

THIS AGREEMENT, made and entered into this 1 day of _____, 202_, by and between the CITY OF ROSEVILLE, a municipal corporation ("CITY"), and Homeland Enterprises, LLC, a Delaware limited liability company, ("SUBDIVIDER"),

W I T N E S S E T H:

WHEREAS, SUBDIVIDER is possessed of a tract of land lying in the City of Roseville, County of Placer, known as "Hills & Atkins Addition Subdivision" (Subdivision no.PL25-0493; "the Subdivision"); and

WHEREAS, a tentative map of the Subdivision was approved by the City Planning Commission on the 4th day of November, 2025, and the final map of the Subdivision has been approved subject to the execution of this Agreement; and

WHEREAS, the final map has been filed on the ____ day of _____, 20__ in Book _____ of Parcel/Subdivision Maps at Page _____ in the Official Records, Placer County Recorder, file no. _____; and

WHEREAS, Section 18.20.110 of the Roseville Municipal Code, regulating the subdivision of land in the City, requires that SUBDIVIDER shall execute and file an agreement between itself and CITY relating to the improvements to be made in a subdivision, prior to the approval by the City Council of the final map.

NOW, THEREFORE, the parties agree as follows:

1. Rights-of-Way. Except as otherwise provided by this Agreement, CITY rejects all lands, right-of-ways, and easements offered for dedication on the final map of the Subdivision. All such offers shall, however, remain open, and shall constitute irrevocable offers of dedication in accordance with Government Code Section 66477.2. All such offers may be accepted by CITY in its sole discretion at any later date without further notice to SUBDIVIDER as provided by law.

By way of explanation only, it is the current intention of CITY to accept all or part of such irrevocable offers to dedicate upon acceptance of the improvements called for in this Agreement.

2. Improvements - Time Limit. SUBDIVIDER agrees to cause all improvements to be made and constructed in the Subdivision to fully comply with the requirements of the Roseville Municipal Code and the Subdivision Map Act of the State of California according to the improvement plans for the Subdivision prepared by Top Engineering, Inc., dated July 1st, 2026 and approved by the City Engineer and including any changes or

alterations to such improvements required by the City Engineer, and to install, on or before July 1st, 2027, such survey monuments as may be required by the City Engineer ("the Work"). SUBDIVIDER agrees to pay for any materials, provisions or other supplies used in, upon, for or about the performance of the Work, or for any work or labor of any kind done in connection with the Work, or for any amounts due under the Unemployment Insurance Act with respect to such work or labor.

SUBDIVIDER agrees to complete all of the Work on or before twenty-four (24) months from the date of this Agreement. If in the opinion of the City Engineer of CITY, an extension of this Agreement is not detrimental to the public welfare, he or she is, in his or her sole discretion, hereby authorized to extend the time within which the Work shall be completed for a period not to exceed twelve (12) months. Upon a written application made by SUBDIVIDER, further extensions, not to exceed an additional six (6) months, shall be reviewed and approved at the discretion of the City Engineer of CITY. Any such application extension request by SUBDIVIDER shall fully state the grounds and facts relied upon for the granting of additional extensions.

In the event that SUBDIVIDER shall fail to complete the Work within the time provided by this Agreement, CITY may, in its sole discretion and in addition to any other remedy provided in this Agreement or by law, enter upon the Subdivision and complete the Work and recover the full cost and expense of such construction from SUBDIVIDER, SUBDIVIDER's successors and assigns, or from the then owner of the Subdivision, and/or place a lien upon the Subdivision for such cost and expense.

If at anytime prior to the expiration of the time provided by this Agreement the City Engineer of CITY determines that a safety hazard exists within an existing public right-of-

way, the City Engineer shall give written notice to SUBDIVIDER to eliminate the safety hazard. If SUBDIVIDER fails to eliminate the safety hazard within five (5) calendar days of the written notice, CITY may, in its sole discretion and in addition to any other remedy provided in this Agreement or by law, eliminate the safety hazard and recover the full cost and expense of such work from SUBDIVIDER, SUBDIVIDER's successors and assigns, or from the then owner of the Subdivision, and/or place a lien upon the Subdivision for such cost and expense.

3. Acquisition and Dedication of Easements or Rights-of-Ways. If any of the Work is to be constructed or installed on land not within the Subdivision or already existing public right-of-way, no construction or installation shall be commenced before:

a. The irrevocable offer of dedication or conveyance to CITY of appropriate right-of-ways, easements or other interest in real property, and appropriate authorization from the property owner to allow construction or installation of the improvements or work; or

b. The issuance of an order of possession by a court of competent jurisdiction pursuant to the State Eminent Domain Law. SUBDIVIDER shall comply in all respects with any such order of possession.

Nothing in this Section 3 shall be construed as authorizing or granting an extension of time to SUBDIVIDER for completion of the Work.

4. Inspection Fees and Costs. The City Engineer shall inspect all of the Work improvements made in the Subdivision to see that they comply with CITY's subdivision regulations and specifications. SUBDIVIDER shall deposit the estimated inspection fee and reimburse CITY for the cost of such inspections in accordance with Roseville Municipal Code section 18.20.070.

5. Securities.

a. SUBDIVIDER shall file with this Agreement two (2) improvement securities as set forth in Roseville Municipal Code Sections 18.20.150 and 18.20.160. Each security shall be in the amount of one hundred percent (100%) of the total estimated cost of the Work as determined by the City Engineer which amount is the sum of $ 26,950.00 . One improvement security shall secure faithful performance of this Agreement as required by Section 66499.3(a) of the Government Code of the State of California (the "faithful performance" security). The second improvement security shall, as required by Section 66499.3(b) of the Government Code of the State of California, secure the obligations set forth in Title 1 (commencing with Section 8000) of Part 6 of Division 4 of the Civil Code of the State of California for payment to the contractor, his subcontractors and to persons renting equipment or furnishing labor or materials to them for the Work (the "payment security"). The improvement securities required under this paragraph shall also secure placement of monumentation and guarantee payment therefor as provided by California Government Code section 66496.

b. SUBDIVIDER shall also file with this Agreement a "guarantee and warranty security" in the amount of ten percent (10%) of the City Engineer's estimated cost of the Work as set forth in Section 18.20.170 of the Roseville Municipal Code to guarantee and warrant the Work for a period of one year following its completion and acceptance against any defective work or labor done, or defective materials furnished, as required by Section 66499(a)(5) of the Government Code of the State of California. The guarantee and warranty security shall be released upon SUBDIVIDER's request following expiration of the warranty period and subject to the reasonable determination of the City Engineer that SUBDIVIDER's warranty obligations have been satisfied.

c. Any bonds submitted as security pursuant to this section shall be executed by a surety company authorized to transact a surety business in the State of California. All required securities shall be in a form approved by the City Attorney of CITY.

6. Successors and Assigns – Covenant Running with the Land. This Agreement shall inure to the benefit of, and be binding upon, the successors and assigns of the respective parties. It shall be recorded in the Office of the Recorder of Placer County concurrently with the final map of the Subdivision, and shall constitute a covenant running with the land and an equitable servitude upon the real property within the Subdivision.

7. Acceptance of Improvements Upon Completion. Upon satisfactory completion of the Work, in accordance with this Agreement, CITY agrees to accept the Work and its improvements and the offers of dedication described in paragraph 1, subject to the provisions of paragraphs 1 and 10 of this Agreement.

8. Notice Regarding Construction. SUBDIVIDER shall notify the City Engineer of CITY in writing three (3) days prior to the commencement of construction of the Work.

9. Subdivider's Obligation to Warn Public During Construction. Until final acceptance of the Work, SUBDIVIDER shall give good and adequate warning to the public of each and every dangerous condition which may exist in the Work, and will take all reasonable actions to protect the public from any such dangerous condition.

10. Warranty.

a. SUBDIVIDER guarantees and warrants the public improvements which constitute the Work required by this Agreement, and agrees to remedy any defects in the improvements or the Work arising from faulty or defective materials or construction of said improvements or the Work occurring within twelve (12) months after their acceptance by CITY.

SUBDIVIDER agrees to permit inspection of all improvements in the Subdivision by the City Engineer of CITY for such period, and to reimburse CITY for the cost of such inspections.

b. If, within the warranty period, the Work or improvement or any part of the Work done, furnished, installed, or constructed fails to fulfill any of the requirements of this Agreement or the improvement plans and specifications, SUBDIVIDER shall, without delay or cost to CITY, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Work. CITY may, at its sole option, perform such repair or replacement itself if SUBDIVIDER has failed to commence such repair within twenty (20) days after CITY has mailed written notice of default to SUBDIVIDER and to SUBDIVIDER'S Surety. In such event, SUBDIVIDER agrees to pay the cost of such repair and replacement by CITY and CITY may, at its option, recover such cost as a lien against the Subdivision should the cost exceed the inspection fee deposited pursuant to paragraph 4 of this Agreement.

Should CITY determine that the public safety requires repairs or replacements to be made before SUBDIVIDER can be notified, CITY may, in its sole discretion, make the necessary repairs or replacement or perform the necessary work. SUBDIVIDER shall pay to CITY the cost of such repairs and CITY may at its option recover such cost as a lien against the Subdivision.

11. Indemnification. To the fullest extent allowed by law, SUBDIVIDER shall defend, indemnify, and save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of SUBDIVIDER 's willful misconduct or negligent act or omission while engaged in the performance of obligations or

exercise of rights created by this Agreement, except those matters arising from CITY's sole or active negligence or willful misconduct. The parties intend that this provision shall be broadly construed.

SUBDIVIDER's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

12. Insurance. SUBDIVIDER agrees to continuously maintain, in full force and effect, at a minimum the following policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
General Liability	$2,000,000 per occurrence $4,000,000 aggregate Personal Injury: $2,000,000 per occurrence $4,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Workers' Compensation	Statutory

a. Form. SUBDIVIDER shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. SUBDIVIDER shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation, for ongoing and completed operations. Such insurance shall specifically cover the contractual

liability of SUBDIVIDER. The additional insured coverage under the SUBDIVIDER's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. SUBDIVIDER shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

f. Waiver of Subrogation. SUBDIVIDER hereby agrees to waive subrogation which any insurer of SUBDIVIDER may acquire from SUBDIVIDER by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by SUBDIVIDER, its employees, agents and subcontractors.

g. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve SUBDIVIDER of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

13. Irrevocability of Security. The improvement securities furnished pursuant to paragraph 5 shall be irrevocable, shall not be limited as to time (except as to the one-year guarantee and warranty period specified in paragraph 10) and shall provide that they may be released, in whole or part, only upon the written approval of the City Engineer of CITY.

14. Attorney's Fees; Venue; Governing Law. Any action by any party to this Agreement, or any action concerning a security furnished pursuant to paragraph 5, shall be brought in the appropriate court of competent jurisdiction within the County of Placer, State of California, notwithstanding any other provision of law which may provide that such action may be brought in some other location. In the event it becomes necessary for either party to bring an action with respect to enforcement of the provisions of this Agreement, or the security therefor, the prevailing party in such action shall be awarded a reasonable attorney's fee, as may be

determined by the Court. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

15. Release of Faithful Performance Security. Release of faithful performance security shall be in compliance with and pursuant to the procedures set forth in Government Code Section 66499.7. Upon the completion of all secured Work by SUBDIVIDER and written acceptance of that completed Work by CITY, and the furnishing of the warranty security as required by paragraph 5(b), the City Engineer shall authorize the release of the remaining faithful performance security.

16. Release of Payment Security. Thirty-five (35) days after a notice of completion is recorded with respect to the Work, the City Engineer of CITY may authorize the release of the payment security, in the event that no claims have been filed against said security. In the event that claims or actions are filed against the security, the City Engineer may release so much of such security as is in excess of the total of the claims made against it, plus a reasonable amount of costs and attorney's fees.

17. Automatic Termination Upon Completion and Sale of Residential Unit. This Agreement and any lien pursuant hereto shall automatically be terminated, without any further action by either party or need to record any additional document, with respect to any single-family residential lot within a parcel designated by the Specific Plan for residential use, upon completion of construction and issuance by the City of a final inspection for a dwelling unit upon such residential lot and conveyance of such improved residential lot to a bona-fide good faith purchaser thereof. In connection with its issuance of a final inspection for such improved lot, City shall confirm that: (i) all improvements which are required to serve the lot, as determined by City, have been accepted by City; (ii) the lot is included within the Maintenance CFD as required

by the applicable Development Agreement or other financing mechanism acceptable to the City, to the extent required hereby; and (iii) if and to the extent applicable to such lot, an affordable purchase or rental housing agreement has been recorded on the lot. Termination of this Agreement for any such residential lot as provided for in this section shall not in any way be construed to terminate or modify any assessment district or Mello-Roos Community Facilities District lien affecting such lot at the time of termination.

18. Failure of Performance. In addition to any other remedies provided in this Agreement or by law, in the event SUBDIVIDER fails to perform one or more of the covenants or conditions of this Agreement, CITY shall have recourse to the security given to guarantee the performance of such acts. CITY may do, or cause to be done, those acts required of SUBDIVIDER, and shall have recourse against so much of the security as is necessary to discharge the responsibility of SUBDIVIDER. In the event CITY seeks recourse against a security, CITY shall also have recourse against SUBDIVIDER for any and all amounts necessary to complete the obligations of SUBDIVIDER in the event the security is insufficient to pay such amounts. All administrative costs, including reasonable attorney's fees pursuant to Section 66499.4 of the Government Code, incurred by CITY, in addition to the costs of the improvements, shall be a proper charge against the security and SUBDIVIDER.

19. Integration. This Agreement is an integrated agreement. It supersedes all prior negotiations, representations, or agreements, either written or oral.

20. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

21. Notices. Any notices sent to the parties relating to this Agreement shall be sent by first class mail, postage prepaid or delivered to the following addresses:

Marc Stout, City Engineer
City of Roseville
311 Vernon Street
Roseville, CA 95678

Ruslan Bachinsky, Member
Homeland Enterprises, LLC
3335 Watt Ave #189
Sacramento, CA 95821

Either party may amend its address by giving written notice to the other.

22. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attestation by its City Clerk under authority of Resolution No. ____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and SUBDIVIDER has caused this Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation,

BY:_____
DOMINICK CASEY
City Manager

ATTEST:

BY:_____
CARMEN AVALOS
City Clerk

Homeland Enterprises, LLC
a Delaware Limited Liability company

BY:_____
Print name: Ruslan Bachinsky
Title: member

and

BY:_____
Print name:_____
Title:_____

(NOTARIZATION REQUIRED)

[B:\City Attorney\agreement\form agreements\subdivision agmt.docx; 6/6/2023]

APPROVED AS TO FORM:

BY:_____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUFFICIENCY:

BY: 
MARC STOUT
City Engineer

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

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

State of California }

County of **Sacramento** }

On JUN 23 2026 before me, Alexandra Strickland ,**Notary Public**,
(Here insert name and title of the officer)

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

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

WITNESS my hand and official seal.

Notary Public Signature (Notary Public Seal)

ALEXANDRA STRICKLAND
COMM. # 2527979
NOTARY PUBLIC - CALIFORNIA
SACRAMENTO COUNTY
COMM. EXPIRES JULY 24, 2029

ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

Subdivision
(Title or description of attached document)

Agreement
(Title or description of attached document continued)

Number of Pages 9 Document Date 06/22/2026

CAPACITY CLAIMED BY THE SIGNER

☒ ~~Individual(s)~~

☐ Corporate Officer

(Title)

☐ Partner(s)

☐ Attorney-in-Fact

☐ Trustee(s)

☐ Other

2015 Version www.NotaryClasses.com 800-873-9865

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/~~they,~~ is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
  - Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
  - Indicate title or type of attached document, number of pages and date.
  - Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.20
File #: 0203-04
Item ID: 2026-638

Title:	CliftonStrengths and Gallup Global Strengths Coaching Program - Sole Source Contract Purchase Agreement
Contact:	Kate Rebello 916-774-5945 krebello@roseville.ca.us

SUMMARY

Staff recommends approval of a sole-source contract purchase agreement with Gallup, Inc. in the amount of $100,000 for a 4.5-day, onsite CliftonStrengths and Gallup Global Strengths Coach training course for thirty employees, to be conducted October 12-16, 2026. Gallup, Inc. is the sole organization authorized to teach, certify, and license the CliftonStrengths Global Strengths Coach curriculum. Funding for these services is included in the City Manager's Department budget in the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve a contract purchase agreement (3005533) with Gallup, Inc. for an on-site CliftonStrengths and Gallup Global Strengths Coach training course.

BACKGROUND

Gallup, Inc. is the sole organization authorized to teach, certify, and license the CliftonStrengths Global Strengths Coach curriculum. Through this agreement, Gallup will provide instructor-led CliftonStrengths training, including course materials, to support the City's leadership and organizational development initiatives. The 4.5-day, onsite CliftonStrengths and Gallup Global Strengths Coach training course for thirty employees will be conducted October 12-16, 2026.

Gallup's CliftonStrengths methodology is grounded in decades of research in positive psychology and is designed to help individuals, teams, and organizations identify and develop their natural strengths. The program supports key organizational priorities by fostering employee engagement, improving team effectiveness, enhancing leadership development, and promoting overall workplace wellbeing. Organizations that have implemented strengths-based development have reported improvements in employee engagement, retention, productivity, customer engagement, and overall organizational performance.

The training also provides leaders, managers, and employees with the tools and coaching needed to integrate a strengths-based approach into the City's culture, creating opportunities for ongoing development, collaboration, and continuous improvement.

FISCAL IMPACT

Funding for these services is included in the City Manager's Department budget in the General Fund for Fiscal Year 2026-27. The contract amount is not to exceed $100,000.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. Approval of the Grants Advisory Commission funding recommendations meet the above criteria and are not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

6. Deliver exceptional City services

Respectfully Submitted,
Kate Rebello, Organizational Performance Program Administrator

Dominick Casey, City Manager

ATTACHMENTS:

1. Resolution 26-300
2. Contract Purchase Agreement 3005533
3. Sole Source Form

REVIEWERS:

Phoebe Schueler, City Manager Department - City Manager	Created/Initiated - 7/15/2026
Dennis Kauffman, City Manager Department - Assistant City Manager	Approved - 7/15/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-300

APPROVING A CONTRACT PURCHASE AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND GALLUP, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, Contract Purchase Agreement (3005533) for the on-site CliftonStrengths and Gallup Global Strengths Coach training course, by and between the City of Roseville and Gallup, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

Contract Purchase Agreement 3005533

Supplier Details:

Company	Gallup Inc
Contact	Bob Sheehan
Address	1001 Gallup Dr
	Omaha, NE 68102

Submit your response to:

Company	City of Roseville
Contact	Erica Kaminski
Address	Purchasing Division
	311 Vernon St
	Roseville, CA 95678
Phone	(916) 746-1108
Fax	(916) 746-1115
E-mail	enkaminski@roseville.ca.us

This Contract Purchase Agreement is sent for your review and acceptance. Notify the Buyer via email of any needed changes to the company name, address, and contact information. The Buyer will update the agreement prior to you signing the document.

Return signed copies of the agreement to the Buyer noted on the agreement. Alterations or modifications to the agreement are not allowed. Upon receipt of all necessary documents, the City will sign the agreement and return a fully executed copy to you. Receipt of the signed copy will be your notice to proceed with the work in accordance with the terms and conditions of the agreement. Work must not begin until the contract has been fully executed.

The following guidelines must be followed for the signature block on the agreement:

Sole proprietorship - **By owner**

Partnership - **Any general partner**

Corporation - **Two options:**
(1) A signature from the President and the corporate seal; **OR**
(2) One signature from the Chairman of the Board, President, or any Vice President **AND** one signature from the Secretary, any Assistant Secretary, Chief Financial Officer, or any Treasurer or Assistant Treasurer of the corporation

*General Manager, Office Manager and/or Sales Manager are **not** corporate officer titles. The agreement will be rejected if not signed in accordance with these guidelines.

Insurance requirements:
The City's insurance requirements are referenced on Attachment A of the agreement. By signing the agreement, you are confirming that your company has the minimum insurance limits required.

CITY OF ROSEVILLE CALIFORNIA

Contract Purchase Agreement 3005533

Agreement	**3005533**
Agreement Date	**06-JUL-2026**
Revision	**0**
Agreement Amount	**100,000.00 USD**

Invoice To	**City of Roseville** **Accounts Payable** **311 Vernon St** **ROSEVILLE CA 95678**	Supplier	**Gallup Inc** 1001 Gallup Dr Omaha, NE 68102
Phone:	(916) 774-5488	**Phone:**	(402) 818-1807
Fax:	(916) 784-3796	**Fax:**	()
Email:	accountspayable@roseville.ca.us	**Email:**	anna_zhang@gallup.com

Description of Labor, equipment and/or materials

VENDOR SHALL PROVIDE GALLUP GLOBAL STRENGTHS COACH INSTRUCTOR-LED COURSE INCLUDING COURSE MATERIALS IN ACCORDANCE WITH THE ATTACHED GALLUP, INC. "ACCELERATING CULTURE WITH CLIFTONSTRENGTHS AT CITY OF ROSEVILLE" PROPOSAL DATED 6/30/26.

PLEASE CONTACT KATE REBELLO IN THE CITY MANAGER'S OFFICE AT (916) 774-5945 OR KREBELLO@ROSEVILLE.CA.US FOR ANY QUESTIONS REGARDING THIS AGREEMENT.

Customer #	Supplier #	Payment Terms	Freight Terms	FOB	Shipping Method
	16059	**Net 30**	**Freight on Board at the destination**	**Destination**	**Best Method**

Start Date	End Date	Confirm To
12-Oct-2026	**16-Oct-2026**	**Erica Kaminski** Phone **1-916-746-1108**

Attention: Total Cost not to exceed the agreement amount without prior approval of the Purchasing office.

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Contract Terms and Conditions

1. To the fullest extent allowed by law, Consultant shall defend, indemnify, and save and hold harmless City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Consultant's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Consultant's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

2. Consultant is an independent contractor, and shall not be considered an officer, agent, or employee of the City.

3. Without the written consent of the City, this Agreement is not assignable by Consultant either in whole or in part.

4. Time is of the essence of this Agreement.

5. Either party may terminate this Agreement and or Scope of Services if the other party breaches any material obligation set forth herein or in the applicable Scope of Services, which breach is capable of cure or which, being capable of cure, has not been cured within thirty (30) days after receipt of written notice of such breach from the non-breaching party, or within such additional cure period as the non-breaching party may authorize in writing. Consultant acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.

6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.

7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.

8. Unless notified to the contrary, in writing, the City assumes that the Consultant has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement. Any work product created for City pursuant to this Agreement is deemed owned by City, but all pre-existing intellectual property of Consultant ("Consultant IP") included any work product or deliverable remains the sole and exclusive property of Consultant. Consultant grants City a non-exclusive, non-transferable license to use Consultant IP included in any deliverable provided to the City solely for City's internal purposes in connection with the services delivered hereunder. City shall not reproduce, resell, sublicense, or create derivative works from Consultant IP.

9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: _____http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm_____. In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.

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10. Consultant agrees to the below insurance requirements:

a. Unless otherwise specified, the Consultant shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.

b. Form. Consultant shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

c. Additional Insureds. Consultant shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of Consultant. The additional insured coverage under the Consultant's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office (ISO) CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be:

(1) the minimum coverage and limits specified in this Agreement; or

(2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

d. Cancellation/Modification. Consultant shall provide thirty (30) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.

e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.

f. Subconsultants. Consultant agrees to include in its contracts with all subconsultants the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subconsultants work. Furthermore, Consultant shall require its subconsultants to agree to be bound to Consultant and City in the same manner and to the same extent as Consultant is bound to City under this Agreement. Additionally, Consultant shall obligate its subconsultants to comply with these same provisions with respect to any tertiary subconsultant, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subconsultant or tertiary subconsultant upon request.

g. Self-Insured Retentions. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

h. Waiver of Subrogation. Consultant hereby agrees to waive subrogation which any insurer of Consultant may acquire from Consultant by virtue of the payment of any loss under a

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Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees, and volunteers for all worked performed by Consultant, its employees, agents, and sub consultants.

i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Consultant of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Consultant shall comply with all federal, state, local laws, ordinances, and policies as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement.

12. In the event that the terms of any attachment or exhibit conflict with any terms of this Agreement, the terms of this Agreement shall control.

13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ". pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

17. For purposes of this Agreement, the terms "Contractor," "Consultant," and "Supplier" are used interchangeably.

18. Consultant agrees that any and all information furnished by City shall be deemed proprietary and confidential. All such information, to the extent previously, presently, or subsequently disclosed to Consultant and/or processed and derived by Consultant services is the property of City and such property shall be deemed and treated as "Confidential Information" of City. Consultant acknowledges that such Confidential Information may contain information provided and/or generated by third-parties. Consultant agrees that such Confidential Information shall not be disclosed to any third party without written permission from City, except as required by law. Consultant shall not use the Confidential Information except to perform Consultant's services as directed by City.

19. All facilities, devices, networks, and services used to store, deliver, process, backup or purge Confidential Information will employ administrative, physical, technical, and procedural safeguards and best practices at a level sufficient to secure Confidential Information from unauthorized access, destruction, use, modification, or disclosure. Such measures will be no less protective than those used to secure Consultant's own information of a similar type, and

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in no event less than reasonable in view of the type and nature of the information involved. It is the City's expectation that Consultant, at its own expense, shall perform annual audits for any data centers that house Confidential Information, using an independent third-party audit that meets industry standards applicable to the services under this Agreement, and provide the audit report or certification upon request to City.

20. Consultant will retain Confidential Information until deleted by City or City-authorized third party, or for a time period mutually agreed upon by the parties to this Agreement.

21. Upon termination or expiration of this Agreement, Consultant will ensure that all Confidential Information is securely transferred to City within thirty (30) calendar days. Consultant will ensure that any transfer of Confidential Information is accomplished by methods that are compatible with the relevant City systems, and that City will have access to all Confidential Information during any such transfer. Consultant shall securely dispose of all Confidential Information when requested by City and Consultant will provide written notification to City once all Confidential Information has been securely disposed of.

22. Consultant shall report to City any data compromise or unauthorized access to Confidential Information within twenty-four (24) hours after Consultant discovers such data compromise or unauthorized access. Consultant will take commercially reasonable measures to address any such data compromise or unauthorized access in a timely manner. Except as otherwise required by law, Consultant will not provide notice to end users or other entities of any such data compromise or unauthorized access without written permission from City. Consultant will promptly reimburse City in full for all fees and costs incurred by City in any investigation, remediation or litigation resulting from any such data compromise or unauthorized access, including identity protection and restoration services for each person, who in the City's sole discretion, could be impacted by identity theft.

23. Consultant may not advertise that City is a client, list City as a reference or otherwise use City's name, logos, trademarks, or service marks without prior written permission from City.

24. Consultant acknowledges that services rendered under this agreement (including but not limited to service levels and operational levels) shall be performed in accordance with industry standards.

25. If the project referenced on this agreement is a Public Works project, then the following shall apply: No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

26. If the project referenced on this agreement is a Public Works project, then the following shall apply: Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

27. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity

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to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

28. Consultant certifies that Consultant, its employees, directors, officers, agents, subcontractors, vendors, and volunteers are not presently debarred, excluded, suspended, declared ineligible, voluntarily excluded, or proposed for debarment, exclusion, suspension, or ineligibility by any federal, state, or local department or agency.

29. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $250 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at: https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act.

30. This Agreement may be amended via change order, but only if such change order is made in writing, approved by the City, and signed by both parties.

31. CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

    CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

32. At the conclusion or termination of the agreement, Gallup shall, within forty-five (45) days, permanently delete, expunge, and discard any and all information, data, Client property, material, etc. obtained, received, communicated, or otherwise made available to Gallup by Client, its agents, users, and employees.

The supplier named hereon by the acceptance of this order agrees to the provisions of this document titled "Contract Purchase Agreement" and all accompanying terms, conditions, and attachments.

Roseville Business License No. _00851274

Contractor License No. _____

DIR Registration No. _____

Check mark the applicable company type below:

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_____X_____ Corporation

_____ Limited Liability Company

_____ Partnership

_____ Sole Proprietor

City reserves the right to withhold any payments to Consultant in the event of noncompliance with insurance requirements or if required by law.
Information Technology T&C (Negotiated for Gallup, Inc.)
REV 6/26/26 MD

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Contract Terms and Conditions
Addendum
Rev. 3/13/26 MC

This Addendum amends the existing negotiated City of Roseville Contract Terms and Conditions to include additional legislative requirements. The existing negotiated City of Roseville Contract Terms remain unchanged, unless expressly stated below, except that these legally required terms are now expressly incorporated.

Updated Section 9

All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm In compliance with Labor Code Section 1773.2, as may be amended from time to time, Contractor shall cause a copy of this website to be posted at each jobsite, as applicable.

New Terms and Conditions

1. Contractor/consultant's duties and services under this agreement shall not include preparing or assisting the public entity with any portion of the public entity's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the public entity. The public entity entering this agreement shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Contractor/consultant's participation in the planning, discussions, or drawing of project plans or specifications, if any, shall be limited to conceptual, preliminary, or initial plans or specifications. Contractor/consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by contractor pursuant to this agreement.

2. The Levine Act (Govt. Code, Section 84308) requires a Party (and its agent(s), if any) to a Proceeding before the City of Roseville that involves any action or consideration related to their contract, license, permit, or other entitlement for use, to disclose any campaign contributions made to City elected or appointed officers totaling more than $500 within the twelve (12) months prior to the City decision and while a proceeding is pending, and includes certain prohibitions on contribution activity thereafter. If applicable campaign contributions have been made by Contractor and/or its agent(s), Contractor is responsible for compliance, including for its disclosure obligations, if any, as further described at:
https://www.roseville.ca.us/government/departments/city_clerk/transparency/levine_act

3. If Consultant produces any "web content" pursuant to this Agreement, as that term is defined in section 35.104 of Title 28 of the Code of Federal Regulations, as may be amended, Consultant shall ensure that any such web content is in full compliance with all applicable requirements of the most current version of the Web Content Accessibility Guidelines, the Americans with Disabilities Act, Code of Federal Regulations and/or California law. Consultant shall defend, indemnify, and hold harmless City, its officers, employees, and agents from and against any and all claims, liabilities, damages, or expenses arising out of Consultant's failure to comply with such requirements. This provision shall survive expiration and/or termination of this Agreement.

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ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
AGREEMENT OVER FORMAL BID LIMIT OR INVOLVING HIGH RISK ACTIVITIES

General - Required Coverage/Documentation

- General Liability: $1 Million per occurrence /$2 Million aggregate
- Automobile Liability: $1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 38 04 13 or an equivalent, blanket endorsement or section of the policy. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory
- A 30 day notice of cancellation must be provided
- List certificate holder as: The City of Roseville - Insurance Compliance, PO Box 100085-R1, Duluth, GA 30096

Additional Liability/Insurance Requirements if required by Agreement (and marked below):

Construction:____
General Liability:
$2 Million/occurrence
$4 Million aggregate

Design Professional:____
General Liability:
$2 Million/occurrence
$4 Million aggregate
Professional Liability:
$2 Million/occurrence

Professional Consultant:____
Professional Liability:
$1 Million/occurrence

IT Services:_X___
Professional Liability:
$1 Million/occurrence
No auto required
Cyber Liability:
$1 Million/occurrence

Hazardous Materials:____
Pollution Liability:
$1 Million/occurrence

Special Events/Caterers-Vendors:____
No auto required
No workers' comp required

Professional Counseling/ Psychological:____
Professional Liability:
$1 Million/occurrence
No auto required

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Pyrotechnics:____
General Liability:
$5 Million/occurrence
$10 Million aggregate
Auto - $2 Million/occurrence

Chemical/Environmental:____
General Liability:
$3 Million/occurrence
$6 Million aggregate
Pollution – $2 Million/Occurrence
Auto - $2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please DO NOT send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202

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Supplier

Signature: Signed by: Lisa Kiichler D3AEA4734CCD498...

Print Name: Lisa Kiichler

Title: Vice President – Law and Assistant Corporation Secretary

Date: 7/6/2026

Supplier

Signature: DocuSigned by: Emily Nielsen 49CBC0BE9677441...

Print Name: Emily Nielsen

Title: Corporate Treasurer

Date: 7/6/2026

City of Roseville, A Municipal Corporation

Signature: _____

Print Name: **Dominick Casey**

Title: **City Manager**

Date: _____

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CITY OF ROSEVILLE CALIFORNIA

April, 2022

RE: Contractor and Grantee Compliance with Economic Sanctions Imposed in Response to Russia's Actions in Ukraine

Dear Vendor:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain immediate steps, including notifying all contractors and grantees of their obligations to comply with existing economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law.

This correspondence serves as a notice under the EO that as a contractor or grantee, compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions). Failure to comply may result in the termination of contracts or grants, as applicable.

Please note that for any agreements or grants valued at $5 million or more you must report to the City of Roseville your compliance with economic sanctions including steps you have taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Sincerely,

DocuSigned by:
Shannon Wiest
A3035660A19747F...

4/25/2022

Shannon Wiest
City of Roseville
Purchasing and Warehouse Manager

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GALLUP®

June 30, 2026

Accelerating Culture with CliftonStrengths at City of Roseville

Submitted to:

Kate Rebello
Senior Administrator
City of Roseville

3900 Main St Fl 7
Roseville, CA, 92522
United States

t 916-774-5945
krebello@roseville.ca.us

Submitted by:

Bob Sheehan
Associate Principal
Gallup, Inc.

901 F Street, NW
Washington, D.C. 20004
United States

t 202-715-3131
Bob_Sheehan@gallup.com

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GALLUP



Drive Key Business Outcomes Using CliftonStrengths®

Gallup's CliftonStrengths programs optimize key business priorities by using the science of positive psychology to maximize the potential of individuals, teams and organizations. Grounded in decades of research, Gallup's strengths-based philosophy has helped organizations achieve significant gains in business performance, employee and customer engagement, and wellbeing, including:

19%
HIGHER SALES

29%
HIGHER PROFIT

3x
MORE LIKELY TO REPORT EXCELLENT QUALITY OF LIFE

72%
LOWER TURNOVER

23%
HIGHER EMPLOYEE ENGAGEMENT

7%
HIGHER CUSTOMER METRICS

IMPROVE PERFORMANCE BY DEVELOPING TALENTS INTO STRENGTHS

Gallup's CliftonStrengths assessment is a tool for understanding people's naturally recurring patterns of thought, feeling and behavior.

Using the CliftonStrengths assessment solves one key issue — identifying an individual's talents — but work is required to develop one's natural talents into strengths. Just because employees take an assessment doesn't mean they will be able to use their talents effectively in the workplace.

Feedback after the assessment and integration of strengths principles into onboarding and other individual, team and leadership development opportunities are vital.

Through ongoing coaching, consulting and development opportunities for leaders, managers and team members, strengths can become an integral part of an organization's culture. Gallup helps organizations build a sustainable strengths program by providing steps and tools for continual dialogue, discovery and action.

GALLUP'S STRENGTHS FRAMEWORK

Creating Strengths Experiences

Equip executives, leaders, managers, and teams to apply and lead with their strengths.

Building Strengths Capability

Build internal capability to implement and scale the strengths movement.

Measuring the Effect of Strengths

Demonstrate qualitative and quantitative results driven by the power of strengths.

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Elevate Your Workforce by Focusing on What They Do Best

Based on decades of research, the assessment categorizes strengths into 34 themes, providing individuals with insights into their natural patterns of thinking, feeling and behaving.

The assessment provides a powerful framework for understanding individual strengths by categorizing them into **four key domains**:

EXECUTING: This domain includes strengths that help individuals make things happen. People with strengths in this domain are known for their ability to turn ideas into reality.

INFLUENCING: This domain helps individuals take charge, speak up and ensure others are heard. These strengths are particularly useful for people who need to sell ideas or influence others.

STRATEGIC THINKING: This domain helps individuals absorb and analyze information that informs better decisions. People with strengths in this domain are known for their ability to think about the future and make plans accordingly.

RELATIONSHIP BUILDING: This domain includes strengths that help individuals build strong relationships that hold a team together. People with strengths in this domain are adept at creating groups and teams that are greater than the sum of their parts.

By focusing on strengths rather than weaknesses, the assessment aims to help people understand and develop their natural abilities.

Drive Growth at Every Level

For individuals, CliftonStrengths provides powerful insights into their unique strengths, helping them focus on what they do best and achieve their highest potential.

At the team level, CliftonStrengths enables individuals to more effectively collaborate by aligning complementary talents, enhancing communication, and boosting overall performance.

On an organizational scale, CliftonStrengths transforms company culture by developing strengths-based leadership, optimizing talent management, and creating an engaged workforce that drives sustained success and innovation.

34 CLIFTONSTRENGTHS

EXECUTING

These themes answer the question, “How do you make things happen?”

- Achiever®
- Arranger®
- Belief®
- Consistency®
- Deliberative®
- Discipline®
- Focus®
- Responsibility®
- Restorative™

INFLUENCING

These themes answer the question, “How do you influence others?”

- Activator®
- Command®
- Communication®
- Competition®
- Maximizer®
- Self-Assurance®
- Significance®
- Woo®

STRATEGIC THINKING

These themes answer the question, “How do you absorb, think about, and analyze information and situations?”

- Analytical®
- Context®
- Futuristic®
- Ideation®
- Input®
- Intellection®
- Learner®
- Strategic®

RELATIONSHIP BUILDING

These themes answer the question, “How do you build and nurture strong relationships?”

- Adaptability®
- Connectedness®
- Developer®
- Empathy®
- Harmony®
- Includer®
- Individualization®
- Positivity®
- Relator®

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Accelerate Growth With Personalized CliftonStrengths® Reports

CliftonStrengths reports provide a personalized roadmap to understanding and applying your unique strengths. With insights into your Top 5 or your full 34 themes, these reports reveal how your talents shape your approach to life and work, how they interact, and where potential blind spots may arise. You'll gain actionable strategies to leverage your strengths, enhance your performance and contribute more effectively to team success.

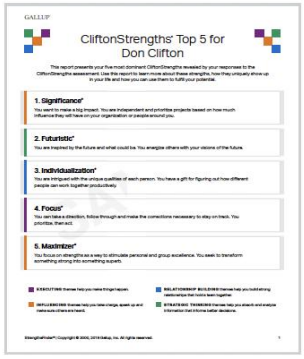
CLIFTONSTRENGTHS TOP 5 REPORT

Discover personalized insights for your Top 5 strengths and how they shape your approach to life and work. This report highlights how your themes interact, identifies potential blind spots and provides actionable strategies to apply your strengths effectively. With practical tips and guidance, this report empowers you to unlock your potential and lead with confidence and purpose.

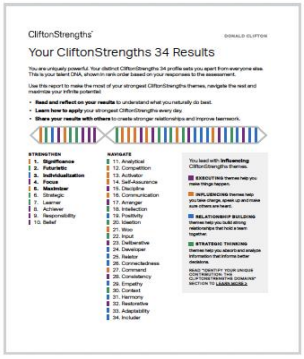
CLIFTONSTRENGTHS 34 REPORT

This report provides a comprehensive view of your strengths, including personalized insights into your Top 5 themes and detailed guidance for using your Top 10 to achieve success. It explains how your 34 themes align with the four domains, highlights potential blind spots and offers strategies for managing themes ranked 11-34. Designed for depth and customization, this report helps you leverage your strengths to thrive individually and contribute effectively to teams.

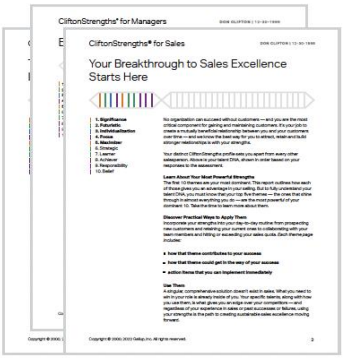
Top 5 Report



CliftonStrengths 34 Results Report



Role-Based Reports (Top 10)



Role-Based Reports

Our role-specific reports provide tailored insights and strategies for leaders, managers and sales professionals.

CliftonStrengths for Leaders: Communicate a vision of excellence in your organization and inspire your teams to higher performance.

CliftonStrengths for Managers: Manage intentionally, meet your goals and improve your team's success with manager-specific theme insights.

CliftonStrengths for Sales: Strengthen relationships with customers and prospects while selling more, using your sales-specific theme insights.

Each report comes with:

- role-based strengths insights
- hindrances to watch for
- reflection questions
- action items

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GALLUP

Gallup Global Strengths Coach

INSTRUCTOR-LED COURSE



Learn how to find human potential — and then switch it on. In the Gallup Global Strengths Coach course, you will learn how to coach people to know themselves better, form stronger teams, excel in their career and perform better than ever before.

WHO SHOULD ATTEND

This program is for people who lead coaching conversations, including independent professional coaches, corporate coaches, executive coaches, educators, leaders and managers.

WHAT YOU CAN EXPECT

This in-depth, hands-on coaching course will enhance your coaching by reshaping the conversation about human development. You will learn a radically different way to develop others — helping them focus on their strengths and use them to produce hard-hitting results.

You will explore and refine your coaching style by developing your CliftonStrengths.

You will gain the science, expertise, techniques, tools, practice and experience you need to positively influence people's lives with the gift of strengths. You will help the people you coach better understand their talents and strengths, navigate their challenges, move forward when they are stuck, and reach their greatest potential.

During this course, you will learn how to integrate the principles of strengths-based development into your coaching by:

- developing your own strengths and using them to become a more effective coach
- appreciating your clients' unique talents, understanding what they can contribute to the world, and helping them use their talents and strengths to reach their goals
- providing managers with techniques for boosting individual and team performance using CliftonStrengths
- empowering teams to address challenges by using their collective strengths
- helping teams learn how to appreciate others' talents and strengths and combine them to accomplish goals together

PROGRAM FORMAT:

This course is offered in two formats:

- four-and-a-half-day, instructor-led, in-person course
- four-day, instructor-led virtual course

PREREQUISITES:

None

COURSE TOPICS:

- The Breakthrough of Strengths You as a Coach
- Establish the Coaching Relationship
- Help Clients Understand Their Strengths Profile
- Help Clients Understand and Appreciate Their Strengths
- What About Weaknesses?
- Help Clients Invest in and Develop Their Strengths
- Digging Deeper Into CliftonStrengths Themes
- Pursuing a Life Well-Lived Theme Dynamics Coaching Practice
- Your Continuous Development Coaching Managers and Teams
- Strategies for Building a Strengths- Based Culture
- Strengths-Based Coaching Activities for Teams

COACHING SESSION WITH A GALLUP STRENGTHS COACH

This learning experience includes an individual 60-minute coaching session with a Gallup strengths coach. The session takes place by phone after the course.

Courses are conducted at Gallup locations worldwide and virtually via Zoom. Gallup can also deliver this course at your location for groups of 15 or more. Visit https://www.gallup.com/learning for upcoming dates, locations and tuition information. Contact coaching@gallup.com with additional inquiries.

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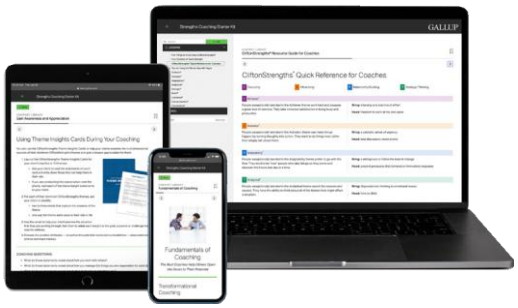
Participants receive the following digital coaching kits:

STRENGTHS COACHING STARTER KIT

This digital kit will help you understand and apply the principles of strengths-based development to advance your coaching and help your clients learn, grow, develop and succeed.

This kit includes:

- two informative guides with fundamental concepts and techniques to coach others on their talents and strengths
- content and resources to support your clients as they understand their greatest potential
- resources to explore and integrate the 34 CliftonStrengths themes into coaching



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STRENGTHS-BASED COACHING WITH MANAGERS AND TEAMS

This digital kit will help you incorporate successful strategies and tools into your coaching to help managers and teams maximize their individual and collective talents to reach desired performance outcomes.

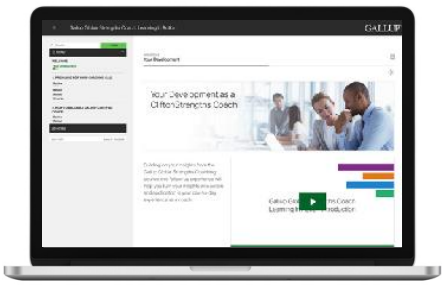


This kit includes:

- an introduction to the most important factors in creating a strengths- based team and a manager's vital role in this process
- content and resources to support your coaching with managers and teams
- resources to explore and integrate the 34 CliftonStrengths themes into coaching activities for teams

12 SELF-PACED LEARNING IN ACTION MODULES AFTER THE COURSE (45-60 MINUTES EACH)

Learning in Action modules help participants implement what they have learned and continue their development as a strengths coach after the course. Modules include suggested actions, study guides, sample coaching conversations, illustrations, suggestions for using coaching tools and more. Participants have access to this content for two years to revisit as they apply their coaching skills and expand their experience.



Project Deliverables

Products

Gallup Global Strengths Coach

- Gallup Global Strengths Coach will teach independent professional coaches, corporate and executive coaches, educators, leaders, and managers how to lead coaching conversations and reshape the conversation on developing others. This four-and-a-half-day, instructor-led course guides coaches through integrating the principles of strengths-based coaching by developing both their clients' strengths and their own. Participants deepen their understanding of how unique talents influence behavior, relationships, and performance and how strengths-based coaching propels individuals toward their goals. As part of the course materials, participants receive six CliftonStrengths (CS) codes to support application of course learning and continued development toward Gallup's certified coach credential. These codes expire one year after issuance.

Investment Summary

Products	Final Price
• 30 – Gallup Global Strengths Coach	$100,000.00
Sub-Total:	***$100,000.00***
TOTAL:	**$100,000.00**

All prices are expressed in USD.

Terms and Conditions

The terms and pricing of this proposal are fixed for 60 days following the date of proposal submission. Gallup reserves the right to revisit the terms and pricing of this offer should more than 60 days pass before both parties sign a final contract.

Copyright

This document contains proprietary research, copyrighted materials and literary property of Gallup, Inc. It is for the guidance of your organization only and is not to be copied, quoted, published or divulged to others outside your organization, except as otherwise required by law.

This document is of great value to Gallup, Inc. Accordingly, international and domestic laws and penalties guaranteeing patent, copyright, trademark and trade secret protection safeguard the ideas, concepts and recommendations related within this document.

No changes may be made to this document without the express written permission of Gallup, Inc.

Gallup®, CliftonStrengths® and each of the 34 CliftonStrengths theme names, and Q12® are trademarks of Gallup, Inc. All rights reserved. All other trademarks and copyrights are property of their respective owners.

CITY OF ROSEVILLE CALIFORNIA

PURCHASING FINANCE

SOLE SOURCE FORM

Requesting Department: City Manager's Office
Name of Requestor: Kate Rebello

Division:
Extension: x5945

Total Dollar Amount: $100,000

Vendor Name: Gallup Inc

Sole Source forms are not required for purchases less than $5,000

DEFINITIONS: Sole Source means that there is only **one** supplier who can provide the required product or service; or there may be more than one available supplier for a particular product or service; however, a ***sole provider*** is being selected based upon one or more of the following reasons:

Check applicable criteria and complete explanation section.

☒ *Standardization*: Sole Brand items are used in cases where the City requires the item(s) to standardize parts, design, quality, etc. with a particular brand or model. Sole Brand items may be items which perform a certain function for which no other items are known to exist. *(Explain below)*

☐ *Critical Schedule Requirements*: Supplier is the firm best able to meet critical schedule requirements. NOTE: This is not available for construction goods or services over the Council limit. (*Explain below)*

☐ *Specialized Test Facilities/Equipment*: Supplier is known to have facilities and/or test equipment which is highly specialized. *(Explain below)*

☐ *Patented, Copyrighted, or Licensed Item or Service:* The item or service is held under exclusive title, trademark or copyright by a private person or company. (*Attach letter from manufacturer authorizing specific supplier.)*

☐ *Distributorship*: Manufacturer defines limited or proprietary distribution channels, i.e., one designated vendor for the local sales territory. (*Attach letter from manufacturer authorizing specific supplier.)*

☐ *Professional Services Over Bid Limit (Requires City Manager and City Attorney approval):* Contracts for professional services not conducive to bidding (including, without limitation, contracts for engineering, architectural, accounting or legal services). Compelling reasons warrant an exception to the competitive procurement process. *(Explain below)*

Explanation: (Attach additional pages if needed.)
CliftonStrengths and the Gallup Global Strengths Coaches course is Gallup owned intellectual property. Only Gallup is authorized to administer, score, update and interpret the official CliftonStrengths assessment that are required of coaches. Exclusive ownership of CliftonStrengths methodology and coaching framework. Gallup is the only organization legally authorized to teach, certify and license the Global Strengths Coaches curriculum.
Proprietary training resources that are only available on Gallup Access. The Global Strengths Coaches course is integrated with tools and features that only exist within the Gallup Access platform.

ADDITIONAL INFORMATION:

Vendor Name:allup Inc

Phone: (202)715-3131

Contact Person:Bob Sheehan

Email Address: bob_sheehan@gallup.com

Address: 1001 Gallup Drive, Omaha, NE 68102

Define / Describe specific product(s) or service(s): ***required**

Gallup Global Strengths Coach will teach 30 employees, leaders and managers how to lead coaching conversations and reshape the conversation on developing others. This four and a half day, instrutor led course guides coaches through integrating the principles of strengths based coaching by developing both their clients strengths and their own. Participants deepen their understanding of how unique talents influence behavior, relationships and performance and how strengths based coaching propels individuals toward their goals. Course fee is inclusive of any materials, access codes and coaching calls as applicable for each course participant.

AUTHORIZATION:

"I, the Undersigned, understand the City's requirement for competitive bidding. I also understand sole source purchases do not allow a competitive bid process. I have researched alternatives and other sources and have made a concerted effort to review comparable/equal equipment and sources. I believe, to the best of my knowledge, this sole source request to be justified and have found the supplier identified above to be the best source for this procurement action, with the agreed-upon pricing to be fair and reasonable and in the best interest of the City of Roseville for the utilization of its public funds."

Signature (Requestor): Kate Rebello Date: 5/12/26

The signatures below certify that the information submitted on this form has been reviewed and has departmental approval. The final determination of sole source approval shall be made by the Purchasing Office in coordination with the City Attorney's Office. The City Attorney's Office or Purchasing Office should be the final signature received.

Division Manager Approval (required for purchases equal to or greater than $5,000)

Signature (Division Manager): _____ Date: _____

***Purchasing Signature is not required if over Council Limit**

Purchasing Official Approval (required for purchases between $5,000 – $74,999.99)

Signature (Purchasing Official): _____ Date: _____

Department Head and City Attorney Approval (required for purchases equal to or greater than $75,000)

Signature (Department Head): Dennis Kauffman Digitally signed by Dennis Kauffman Date: 2026.05.15 09:15:57 -07'00' Date: _____

Signature (City Attorney): _____ Date: 5/28/2026

City Manager and City Attorney Approval (required only for professional services equal to or greater than $75,000)

Signature (City Manager): _____ Date: _____

Signature (City Attorney): _____ Date: _____

Purchasing Use Only

PR Number: _____ *CPA/ PO Number:* _____ *Dollar Amount: $* _____

Buyer: _____ ***City Council Approval Date:*** _____ ***Expires:*** _____

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.21
File #: 0323
Item ID: 2026-641

Title:	Independent Audit and Comparative Analysis of Animal Control Services - Professional Services Agreement
Contact:	Mark Peinado 916-774-5021 mcpeinado@roseville.ca.us

SUMMARY

Staff recommends approval of a professional service agreement with MGT Impact Solution, LLC, and authorizing the City Manager to execute it. The purpose of this work is to provide the City with objective and defensible data regarding the cost and scope of services currently provided under contract with the Placer County Society for the Prevention of Cruelty to Animals, including cost per animal and service level comparisons with similar agencies. The total cost to complete the Independent Audit and Comparative Analysis of Animal Control Services is $108,898. Funding will come from the Police Department's FY2026-27 budget, in the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve the Professional Service Agreement with MGT Impact Solution, LLC, and authorizing the City Manager to execute it on behalf of the City.

BACKGROUND

The City of Roseville currently contracts with the Placer SPCA for the provision of animal control and sheltering services. As part of ongoing contract oversight and fiscal responsibility, the City identified the need for an independent evaluation of both the cost and scope of services being provided.

This effort is intended to:

- Establish a clear understanding of the true cost of animal control and sheltering services, including cost per animal.
- Evaluate the range of services provided, including distinctions between mandated and discretionary services.
- Conduct a comparative analysis with contractual comparison agencies to assess alignment with regional benchmarks.
- Provide the City with objective, reliable, and defensible data to inform future policy decisions and contract negotiations.

Given the complexity of animal services operations and the importance of ensuring an unbiased and accurate analysis, staff determined that the work should be conducted by an independent third-party consultant with expertise in public sector auditing and cost analysis.

The Roseville Police Department issued a Request for Proposals (RFP #14-006) to solicit qualified firms to perform the audit and comparative analysis. The RFP outlined a detailed scope of work and evaluation

criteria focused on selecting the firm best qualified to deliver a comprehensive and defensible analysis. MGT Impact Solutions, LLC received the highest overall score and demonstrated the strongest qualifications across all evaluation categories.

FISCAL IMPACT

The total cost to complete the Independent Audit and Comparative Analysis of Animal Control Services is $108,898. Funding will come from the Police Department's FY2026-27 budget, within the General Fund.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)).

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

2. Remain fiscally responsible in a changing world
1. Ensure a safe and healthy community
6. Deliver exceptional City services

Respectfully Submitted,
Mark Peinado, Management Analyst

Jeff Beigh, Police Chief

ATTACHMENTS:

1. Resolution 26-301
2. PSA
3. Master Score Sheet
4. Intent to Award Notification

REVIEWERS:

Mark Peinado, Police Department	Created/Initiated - 7/15/2026
Liz Luevano, Police Department	Approved - 7/15/2026
Jeff Beigh, Police Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/20/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-301

APPROVING A PROFESSIONAL SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND MGT IMPACT SOLUTIONS, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a Professional Services Agreement for the Independent Audit and Comparative Analysis of Animal Control Services Contract, by and between the City of Roseville and MGT Impact Solutions, LLC, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said Professional Services Agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

PROFESSIONAL SERVICES AGREEMENT

Independent Audit and Comparative Analysis of Animal Control Services Contract

THIS AGREEMENT is made and entered into this____ day of_____, 2026, by and between the City of Roseville, a municipal corporation ("CITY"), and MGT Impact Solutions, LLC, a Florida limited liability company ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY desires professional services consisting of Independent Audit and Comparative Analysis of Animal Control Services; and

WHEREAS, CONSULTANT has prepared a proposal dated May 13, 2026, which describes the scope of work to be performed by CONSULTANT, the budget for the work, and the schedule for performance of the work; and

WHEREAS, CONSULTANT is qualified and experienced to provide such professional services.

NOW, THEREFORE, the parties agree as follows:

1. Services. CONSULTANT shall perform, at the direction of CITY, the scope of services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference.

2. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the budget estimate as described in

EXHIBIT "B," attached hereto and incorporated herein by this reference. Total compensation shall not exceed one hundred eight thousand, eight hundred ninety- eight dollars($108,898).

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

3. Indemnification. To the fullest extent allowed by law, CONSULTANT shall defend, indemnify, and save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of CONSULTANT's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from CITY's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by

law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

4. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$1,000,000 each occurrence $2,000,000 aggregate Personal Injury: $1,000,000 each occurrence $2,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$1,000,000 per claim $2,000,000 aggregate

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the

additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

5. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall

have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed hereunder and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provision in its contracts with all subcontractors.

6. Time is of the Essence. Time is of the essence of this Agreement.

7. Prevailing Wages. When applicable, for purposes of this Agreement, CONSULTANT and its subcontractors shall comply with all applicable prevailing wage laws, e.g., but not limited to, California Labor Code Sections 1770 et seq. In accordance with said Section 1775, CONSULTANT shall forfeit as a penalty to the City two hundred dollars ($200) for each calendar day or portion thereof for each worker paid less than the prevailing rates for such work or craft in which such worker is employed for any work done on-site under the Agreement by CONSULTANT or by any subcontractor in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage shall be paid to each worker by CONSULTANT or the applicable subcontractor.

Pursuant to the provisions of California Labor Code Section 1773, the contracting department has identified the source, stated below, of the general prevailing rate of wages applicable to the site to be done, for straight time, overtime, and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining

agreement of the particular craft, classification or type of worker concerned. These wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm.

Pursuant to Labor Code Section 1773.2, general prevailing wage rates set forth above, which forms a part of this Agreement, shall be posted by CONSULTANT at a prominent place at the work site. Prevailing wage rates to be posted at the work site will be furnished by the contracting department. The possibility of wage increases is one of the elements to be considered by CONSULTANT in determining its proposal and will not under any circumstances be considered as the basis of a claim against CITY or the Agreement.

8. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

9. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

10. Public Contracts: Conflicts of Interest. CONSULTANT's duties and services under this Agreement shall not include preparing or assisting CITY with any portion of the CITY's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with CITY. CITY shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. CONSULTANT's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. CONSULTANT shall cooperate with CITY to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all

conceptual, preliminary, or initial plans or specifications prepared by CONSULTANT pursuant to this Agreement.

11. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

12. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

13. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own

rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

14. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

15. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

16. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire, CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is,

and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

17. Termination of Agreement. The City may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all Material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any Material, notwithstanding any termination or any dispute regarding the amount to be paid.

18. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

19. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

20. Severability. If any of the provisions contained in this Agreement are for any

reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

21. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE	CONSULTANT
Roseville Police Department Attn: Mark Peinado 1051 Junction Blvd. Roseville, CA 95678	MGT Impact Solutions, LLC Attn: Ricardo Cepin 4320 West Kennedy Blvd, Suite 200 Tampa, FL 33609

Either party may amend its address for notice by giving notice to the other party in writing.

22. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No._____, adopted by the Council of the City of Roseville on the___day of_____, 20__, and CONSULTANT has caused this Agreement to be executed.

CITY OF ROSEVILLE, a municipal corporation	MGT IMPACT SOLUTIONS, LLC, a Florida limited liability company
BY:_____ DOMINICK CASEY City Manager	BY: _____ its: A. Trey Traviesa, CEO

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

BY: _____N/A_____
its: _____

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
JEFF BEIGH
Chief of Police

EXHIBIT “A”

TAB D: Project Understanding

Roseville needs a clear, defensible basis for evaluating the current animal control and sheltering services arrangement. The City's review must determine the cost of mandated shelter services, assess the operational practices that drive those costs, account for retained revenues and exclusions, and compare the current arrangement against the organizations identified by the City. The final work product must be documented well enough to support future City decisions without relying on unsupported assumptions or broad comparisons that do not hold up under review.

The assignment combines three related lines of analysis. First, the review must be conducted with the discipline expected under Government Auditing Standards. Second, the cost analysis must identify the full cost of mandated shelter services, including direct and indirect costs, staffing, benefits, facility costs, overhead, and other allocable costs. Third, the comparative analysis must account for different service models across the named organizations, including differences in shelter, field, administrative, licensing, dispatch, software, nonprofit, and public-agency functions.

MGT understands that Roseville's questions are operational and financial. Intake and receiving practices, jurisdiction verification, daily care activities, intake exams, medical treatment, staffing levels, classifications, salary structures, and revenue treatment all affect the cost record. A useful report must connect those operating facts to the financial analysis and show how the data supports each conclusion.

Understanding of the Requested Services

Roseville has requested an independent financial and operational audit and comparative analysis of the current animal sheltering services arrangement. The scope includes review of the services provided, analysis of the actual cost of mandated shelter services, identification of revenue streams associated with City animals, calculation of net per-animal cost after revenue offsets, and comparison with the organizations identified by the City.

The City's review also includes staffing and compensation considerations. The analysis must address current and anticipated staffing levels, classifications, job titles, salaries, and salary-governance practices across the applicable organizations. Those elements are not separate from the cost analysis. Staffing structure, compensation levels, and approval practices influence both the cost of service and the interpretation of peer comparisons.

The required deliverables should give Roseville a practical decision record: a written report, a per-animal cost analysis, a comparative matrix, and a presentation to City staff. The value of those deliverables will depend on how clearly the methodology explains data sources, assumptions, exclusions, allocation methods, revenue treatment, and comparability limits.

Major Challenges and Special Considerations

1. **Mandated-service cost isolation.** Roseville's analysis must distinguish the cost of mandated shelter services from broader shelter activity. MGT will define the service boundary at the start of the engagement, identify the activities and cost categories

included in the analysis, and separately address owner-surrendered animals, animals under eight weeks of age, and services not required by law where applicable. This structure will allow the cost model to focus on the services Roseville is responsible for procuring or has contracted to receive.

2. **Data sufficiency and access.** Placer County SPCA and City records will provide the foundation for the review. MGT will organize the data request process by record type, including financial records, payment history, intake and disposition records, staffing and compensation data, revenue information, contract documents, policies, and operational reports. The team will reconcile records where sources overlap, test completeness where possible, and document limitations when records are unavailable, inconsistent, or not maintained at the level of detail needed for direct attribution.

3. **Retained revenue treatment.** The final cost analysis must show both gross service cost and net cost to the City. MGT will identify and quantify applicable revenue streams tied to City animals, including redemption fees, adoption fees, shelter-related charges, and donations where the available records support attribution. The resulting analysis will show how retained revenues affect the per-animal cost calculation and where attribution limits require qualification.

4. **Comparator normalization.** Roseville's comparison set includes organizations with different service models, cost structures, and governance arrangements. Some provide full-service animal care, shelter, field, and administrative functions; others involve nonprofit operations, shelter-only arrangements, or contract jurisdictions. MGT will map the services, cost elements, staffing structures, and available revenue information for each comparator before interpreting cost differences, so the comparative matrix does not treat unlike models as interchangeable.

5. **Compensation benchmarking.** Job titles, classifications, salaries, and salary-approval practices require careful handling across public-agency and nonprofit settings. MGT will compare positions by function, scope of responsibility, reporting structure, organization type, and service mix. Where titles appear similar but responsibilities differ, the analysis will identify those differences before drawing compensation conclusions.

6. **Neutrality.** Roseville needs a documented record for fiscal due diligence and future contracting decisions. MGT will present findings, assumptions, and limitations without advocating for or against Placer County SPCA or any prospective service provider. The final report will preserve the City's role in policy, legal, and contracting decisions while giving staff a clear evidentiary basis for evaluating the current arrangement.

General Approach

MGT's approach is built around a connected review model. The audit workstream will establish the evidence base, review operational practices, assess documentation, and support findings development. The cost-of-service workstream will build the cost model, evaluate direct and indirect costs, address revenue offsets, and support per-animal cost analysis. The comparison work will use those same service-boundary and cost definitions to evaluate peer organizations, compensation structures, and service-model differences.

This structure gives Roseville one integrated analysis rather than separate operational and financial narratives. The work will begin with scope confirmation, data planning, and service-boundary definition. It will then move into document review, interviews, operational testing, cost modeling, revenue analysis, comparator research, compensation review, reporting, and presentation. Each stage will build on the prior stage so the final report can show how the conclusions were reached.

The resulting deliverables will be designed for practical City use. The written report will summarize findings, methodology, assumptions, and limitations. The per-animal cost analysis will show gross and net cost logic. The comparative matrix will present normalized peer information and disclose material differences. The presentation will help City staff understand the findings, supporting analysis, and decision points.

Unique Strengths Relevant to This Project

MGT brings a team structure suited to the combined scope of Roseville's review. The proposed team includes Government Auditing Standards experience, public-sector operational review capability, cost-of-service and cost allocation expertise, animal-services experience, comparator analysis experience, and quality-control review. That mix allows the engagement to address audit discipline, operational detail, cost methodology, and benchmarking within one coordinated project team.

MGT's animal-services work for Riverside County Department of Animal Services and Santa Barbara County Animal Services provides direct experience with animal-services operations, user fee and cost-of-service analysis, service delivery, staffing, accountability, transparency, and cost recovery. MGT's broader audit and financial review experience for clients such as the State of Colorado Office of the State Auditor, Orange County, and Riverside County further supports the disciplined evidence handling and public-agency reporting needed for this engagement.

Roseville will receive a review designed to show how costs are built, how operational practices affect those costs, how revenues affect net cost, and how the current arrangement compares to the named organizations once material differences are identified. That is the level of clarity needed for a report, per-animal cost analysis, comparative matrix, and staff presentation that can support future City decisions.

TAB E: Project Plan

Roseville needs a project plan that produces a documented, reviewable record rather than a narrative summary of shelter services. MGT will implement the engagement through five coordinated phases that align with the task structure used in the cost proposal: project initiation and analytic framework; service-boundary mapping and operational review; cost attribution and retained-revenue analysis; comparative analysis, peer normalization, and compensation benchmarking; and findings, decision support, and final deliverables.

The project will operate through two connected workstreams. The audit workstream will establish the evidence base, review operational practices, test documentation, and support findings development. The cost-of-service analysis workstream will develop the cost model, address retained revenues, support the per-animal cost analysis, and inform the comparative matrix. These workstreams will not operate separately. Service-boundary decisions will guide the cost model, operational findings will inform cost attribution, and comparator analysis will use the same service definitions, assumptions, and limitations developed during the review.

At project initiation, MGT will confirm the City's project officer, communication cadence, records-request process, decision points, review windows, and final deliverable expectations. Throughout the engagement, MGT will maintain an issue log, data request tracker, evidence index, assumptions log, and deliverable review schedule to keep the work organized, traceable, and aligned to Roseville's schedule and review needs.

Work Plan

PHASE 1: PROJECT INITIATION AND ANALYTIC FRAMEWORK

Purpose: Establish the project structure, confirm the review framework, and organize the information needed to support both the audit and cost-of-service workstreams.

MGT will begin with a kickoff meeting with City representatives to confirm objectives, scope boundaries, project governance, communication protocols, schedule assumptions, and review expectations. The team will confirm the Government Auditing Standards planning framework appropriate to this operational and cost-comparison engagement and translate the confirmed scope into a practical work plan.

MGT will develop targeted data requests for City records, Placer County SPCA records, financial data, operational records, animal-level data, staffing and compensation information, revenue records, contract documents, and comparator information. The team will also confirm the named comparator universe from the City's Q&A and identify likely public-source data and public records request needs.

MGT will establish project controls during this phase, including the issue log, data request tracker, evidence index, assumptions log, and deliverable review calendar. These tools will track records received, open questions, analytical decisions, source documentation, and items requiring City review.

PHASE 2: SERVICE-BOUNDARY MAPPING AND OPERATIONAL REVIEW

Purpose: Define the services and operating practices that drive Roseville's cost, staffing, revenue, and comparator analysis.

MGT will map mandated shelter services and contract-related service components to determine the activities that belong in the core analysis. The team will separately address owner-surrendered animals, animals under eight weeks of age, and services not required by law where applicable, so excluded or separately treated categories do not distort the cost record.

MGT will review operational records, policies, procedures, and reports related to intake, receiving, jurisdiction verification, daily care, medical treatment, mandated holds, and release practices. The review will focus on how City animals are identified, how services are documented, how activity is tracked, and how operating practices affect staffing, cost, and service delivery.

MGT will conduct targeted interviews or working sessions with City and provider personnel as needed to understand process flow, recordkeeping practices, data definitions, staffing deployment, and cost-driver logic. The team will analyze current and anticipated staffing levels, classifications, functional responsibilities, and the relationship between staffing and mandated-service activity. Using available records and the agreed methodology, MGT will determine the number of City animals released without completed intake exams and document limitations where the record does not support a precise conclusion.

The resulting service-boundary matrix will guide cost attribution and comparator analysis. It will identify where records support direct attribution and where allocation logic is needed.

PHASE 3: COST ATTRIBUTION AND RETAINED-REVENUE ANALYSIS

Purpose: Build a documented cost model that shows gross cost, retained revenue treatment, and net per-animal cost for mandated shelter services.

MGT will analyze salary, overtime, employer-paid benefits, operating expenses, facility costs, overhead, and other allocable costs for the three fiscal years in scope. The cost analysis will be organized around the service-boundary framework developed in Phase 2, allowing the team to connect cost elements to the services Roseville is responsible for procuring or has contracted to receive.

MGT will build a cost model for mandated shelter services attributable to City animals. The model will address the legally mandated hold period, including staff time, housing, routine care, vaccinations, and required treatments where the records support attribution or allocation.

The team will identify and quantify redemption fees, adoption fees, other shelter-related charges, and donations related to City animals to the extent records support attribution. MGT will calculate net per-animal cost after revenue offsets and document the allocation bases, assumptions, limitations, and sensitivity points that materially affect the result.

PHASE 4: COMPARATIVE ANALYSIS, PEER NORMALIZATION, AND COMPENSATION BENCHMARKING

Purpose: Develop a fair comparison record across the City's named organizations while recognizing differences in service model, governance, staffing, compensation, and available data.

MGT will collect and organize data for the Sacramento County and Placer County organizations identified in the City's Q&A, using public sources, records requests, City-provided materials, and provider records as appropriate. The team will map each organization's service model, including shelter, field, administration, licensing, call taking and dispatch, software, and other relevant service components.

The comparative analysis will normalize differences in service mix, governance, labor model, staffing structure, overhead treatment, facilities, revenue treatment, and available data where feasible. Where exact normalization is not supported by the available record, MGT will identify the limitation and explain how it affects interpretation.

MGT will compare, to the extent that is made available to MGT, job titles, classifications, salaries, and salary-approval practices using comparable-role mapping and documented caveats. The comparative matrix will show similarities, differences, exclusions, and limitations so Roseville can distinguish strong comparisons from those that require qualification.

PHASE 5: FINDINGS, DECISION SUPPORT, AND FINAL DELIVERABLES

Purpose: Convert the operational, financial, revenue, compensation, and comparator analysis into clear deliverables Roseville can use for review, discussion, and future decision-making.

MGT will synthesize the engagement findings into a written report that documents methodology, data sources, assumptions, limitations, and conclusions. The report will connect operational findings to the cost model, revenue-offset analysis, compensation benchmarking, and comparator results.

MGT will prepare the per-animal cost analysis showing gross costs, revenue offsets, and net costs. The comparative matrix will present service model, cost, staffing, compensation, and governance differences across reviewed organizations. These deliverables will be structured so City staff can trace conclusions back to the underlying records and analytical decisions.

Before draft submission, MGT will conduct internal quality control review for scope alignment, evidence sufficiency, analytical consistency, traceability, and plain-language readability. MGT will provide draft deliverables for City factual review, revise as appropriate, finalize the report package, and present findings to City staff.

Project Schedule

MGT proposes a six-month schedule beginning at notice to proceed. The schedule is organized by the same five tasks used in the cost proposal so Roseville can trace the work plan, staffing plan, and pricing structure to the same project phases. The schedule assumes timely access to City records, Placer County SPCA records, comparator information, and City review comments.

#	WORK PHASE	MONTH 1	2	3	4	5	6
1	Project Initiation and Analytic Framework	■					
2	Service-Boundary Mapping and Operational Review	■	■	■	■	■	
3	Cost Attribution and Retained-Revenue Analysis		■	■	■	■	
4	Comparative Analysis, Peer Normalization, and Compensation Benchmarking		■	■	■	■	
5	Findings, Decision Support, and Final Deliverables				■	■	■

The schedule intentionally overlaps phases where the work is dependent but not strictly sequential. Service-boundary decisions developed in Phase 2 will inform the cost model in Phase 3 and the comparator structure in Phase 4. Draft findings and decision-support materials will begin before all reporting is complete so that quality review, factual validation, and final presentation preparation can occur within the proposed schedule.

MGT will confirm the detailed schedule with the City at kickoff, including expected review windows, meeting cadence, records-request timing, and dates for draft and final deliverables.

Staffing by Task

The staffing plan follows the same task structure used in the cost proposal. Ricardo Cepin will serve as Project Manager across all tasks. Alan Parks, Liana Shahapy, and Ellen Gross will support the audit and operational review workstream. Mike Adams, Tyler Hall, and Trevor Zagara will support the cost-of-service, retained-revenue, and comparator analysis workstream. Diana Hancock and Parul Patel will provide subject matter expertise on animal-services cost analysis, cost allocation, and public-sector financial methodology. Lisa Norman will provide quality control review.

	WORK PHASE	PRIMARY STAFF	SUPPORTING STAFF	PLANNED PROFESSIONAL HOURS
1	Project Initiation and Analytic Framework	Ricardo Cepin; Alan Parks; Mike Adams; Tyler Hall; Trevor Zagara	Liana Shahapy; Diana Hancock; Parul Patel	40
2	Service-Boundary Mapping and Operational Review	Ricardo Cepin; Alan Parks; Liana Shahapy	Diana Hancock	151
3	Cost Attribution and Retained-Revenue Analysis	Mike Adams; Tyler Hall; Trevor Zagara	Alan Parks; Liana Shahapy; Diana Hancock; Parul Patel; Ricardo Cepin	97
4	Comparative Analysis, Peer	Liana Shahapy; Tyler Hall; Trevor Zagara	Diana Hancock; Mike Adams	56

	WORK PHASE	PRIMARY STAFF	SUPPORTING STAFF	PLANNED PROFESSIONAL HOURS
	Normalization, and Compensation Benchmarking			
5	Findings, Decision Support, and Final Deliverables	Ricardo Cepin; Alan Parks; Liana Shahapy; Mike Adams; Tyler Hall; Trevor Zagara	Lisa Norman	94
			Total	**438**

MGT's staffing model is designed to keep audit work and cost-of-service analysis connected throughout the engagement. The audit team will develop the operational record, evidence base, service-boundary findings, and documentation support needed for defensible conclusions. The cost-of-service analysis team will use that record to develop the cost model, retained-revenue treatment, per-animal cost analysis, comparator normalization, and compensation benchmarking. Quality control review will focus on methodology, evidence sufficiency, analytical consistency, traceability, and clarity before draft and final submission.

Equipment, Training, and Installation Services

MGT does not anticipate that Roseville will need to purchase equipment, install software, or receive formal system training for this engagement. MGT will use standard office productivity, financial analysis, document review, and presentation tools to complete the work.

City participation will consist primarily of providing available records, supporting access to relevant personnel and provider records, reviewing draft materials, and participating in scheduled project meetings. If additional data-transfer protocols or secure file-sharing requirements are identified at kickoff, MGT will coordinate with the City's project officer to align with the City's preferred process.

EXHIBIT “B”

TAB F: Cost Proposal

MGT proposes to complete the Independent Audit and Comparative Analysis of Animal Control Services Contract for a total fixed professional services fee of **$108,898**. This fee includes the work required to complete the project plan described in Tab E, including project initiation, audit planning, service-boundary mapping, operational review, full cost-of-service analysis, retained-revenue analysis, comparator normalization, compensation benchmarking, reporting, and presentation support.

The cost proposal is organized by the same five phases presented in the project plan so Roseville can trace the proposed fee directly to the work to be performed.

PROJECT PHASE	PROFESSIONAL HOURS	PROFESSIONAL FEES
Phase 1: Project Initiation and Analytic Framework	40	$10,370
Phase 2: Service-Boundary Mapping and Operational Review	151	$40,688
Phase 3: Cost Attribution and Retained-Revenue Analysis	97	$22,330
Phase 4: Comparative Analysis, Peer Normalization, and Compensation Benchmarking	56	$12,379
Phase 5: Findings, Decision Support, and Final Deliverables	94	$23,131
GRAND TOTAL	**438**	**$108,898**

Hourly Rates and Time by Proposed Staff

Proposed Staff	Project Role	Hourly Rate	Estimated Hours	Professional Fees
Ricardo Cepin, CPA, CFE	Project Manager	$329	54	$17,766
Alan Parks, CPA, MBA	Project Consultant	$278	83	$23,074
Liana Shahapy	Project Consultant	$224	98	$21,952
Diana Hancock	Subject Matter Expert	$278	17	$4,726
Parul Patel	Subject Matter Expert	$329	6	$1,974
Mike Adams	Project Consultant	$278	29	$8,062
Tyler Hall, M.P.A.	Project Consultant	$224	71	$15,904
Trevor Zagara	Project Consultant	$193	80	$15,440
		Total	**438**	**$108,898**

Cost Proposal Assumptions

MGT's proposed fee is based on the scope, work plan, and staffing approach described in this proposal. The proposed level of effort assumes timely access to City records, Placer County

SPCA records, available comparator information, and City staff for project coordination, factual review, and scheduled meetings.

The proposed fee includes preparation of the written report, per-animal cost analysis, comparative matrix, and presentation to City staff. The fee also includes internal quality control review of methodology, assumptions, analytical consistency, findings support, and deliverable clarity.

Reimbursable Expenses

MGT is not requesting reimbursable expenses as part of this cost proposal. The total proposed professional services fee is **$108,898**.

Price Validity

MGT's proposal pricing is valid for the period required by the City's procurement documents and the executed proposal certification.

Department: Police Department
Date: 5/18/26
RFP 14-006
for
Independent Audit and Comparative Analysis of Animal Control Services Contract

Ranking	Company Name	Evaluation Criteria "A" Score	Max Points Possible	Evaluation Criteria "B" Score	Max Points Possible	Evaluation Criteria "C" Score	Max Points Possible	Evaluation Criteria "D" Score	Max Points Possible	Total Score
1	MGT Impact Solutions, LLC	29	30	29	30	22	25	15	15	95
2	GPP Analytics Inc.	22	30	25	30	20	25	11	15	78
3	Baker Tilly	27	30	15	30	20	25	12	15	74
4	McVentures Group	15	30	15	30	25	25	5	15	60
										0
										0
										0
										0
										0

311 Vernon Street
Roseville, CA 95678

NOTICE OF INTENT TO AWARD

To: All Proposers concerning **RFP 14-006 Independent Audit and Comparative Analysis of Animal Control Services Contract**

From: Roseville Police Department

Subject: Notice of Intent to Award

For **RFP 14-006 Independent Audit and comparative Analysis of Animal Control Services Contract,** pending City Council approval, the City recommends awarding a contract to **MGT Impact Solutions, LLC.**

To inquire about the recommended award, please write to Roseville Police Department, Police Lieutenant, Courtney Scurria, at CScurria@roseville.ca.us

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.22
File #: 0504-01
Item ID: 2026-634

Title:	2026 Citywide Records Retention Schedule Update
Contact:	Kelly Aye 916-774-5377 kaye@roseville.ca.us

SUMMARY

Staff recommends approval of the updated 2026 Citywide Records Retention Schedule. There is no fiscal impact to the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution approving the 2026 Citywide Records Retention Schedule.

BACKGROUND

California Government Code Section 34090 provides that certain City records, instruments, or documents may be destroyed with the approval of the City Council by resolution and consent of the City Attorney. The Citywide Records Retention Schedule is updated and maintained by the City Attorney's Office to direct City staff with regard to the retention of both physical and electronic records. This year's updates are routine in nature and include changes to statutory references, updating retention periods based on State statutes, eliminating documents from the schedule that the City no longer creates, and adding new documents to the schedule.

FISCAL IMPACT

Maintaining a records retention schedule that allows for the destruction of specified types of documents after a certain period of time will likely result in an unspecified reduction to document storage and retrieval costs. There is no fiscal impact to the General Fund.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. Adoption of an updated Citywide Records Retention Schedule meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

Respectfully Submitted,
Kelly Aye, Paralegal

Michelle Sheidenberger, City Attorney

ATTACHMENTS:

1. Resolution 26-288
2. 2026 Records Retention Schedule redline
3. 2026 Records Retention Schedule Final

REVIEWERS:

Kelly Aye, City Attorney Department	Created/Initiated - 7/13/2026
Kelly Aye, City Attorney Department	Approved - 7/13/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/13/2026
Kelly Aye, City Attorney Department	Approved - 7/14/2026
Katrina Six, City Clerk Department	Approved - 7/14/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/21/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-288

ADOPTING THE 2026 CITYWIDE RECORDS RETENTION SCHEDULE

WHEREAS, Government Code Section 34090 provides that certain City records, documents, or instruments may be destroyed with the approval of the City Council by resolution and with the written consent of the City Attorney; and

WHEREAS, staff desires to update the current Citywide Records Retention Schedule to supersede the 2024 Citywide Records Retention Schedule; and

WHEREAS, the City Council has reviewed the revised 2026 Citywide Records Retention Schedule.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville that the 2026 Citywide Records Retention Schedule is hereby adopted.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____
City Clerk

CITY OF ROSEVILLE

~~2024~~ 2026 Records Retention Schedule

(For both paper and electronic records)

DEPARTMENT / DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
CITY-WIDE						
100	001	Accident Reports	CL + 7	2	29CFR 1904.2; 29CFR 1904.6	Not Fire or Police
100	002	Administration Files	With Dept. 2		GC 34090	
100	003	Administrative Regulations	City Mgr. S + 2	S	GC 34090	
100	004	Agreements – Executed	City Clerk P	CL	CCP 337; GC 34090	CCP 337 – 4 years
100	005	Audio/Video Tapes – Board & Commission Meetings • With approved minutes • Without approved minutes	~~1~~ 90 days 1	~~1~~	GC 34090.7	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	006	City Brochures & Publications	2		GC 34090	Templates are considered preliminary drafts exempt from disclosure (GC 7927.500)
100	007	CEQA Documentation	City Clerk P	CL+2	GC 34090(a); CEQA Guidelines	
100	008	Chron Files	2		GC 34090	Chronological files - correspondence
100	009	Consent for Medical Treatment	5		GC 34090	
100	010	Conflict of Interest Statements (includes FPPC Annual Filing)	City Clerk ~~8~~ 7	~~S~~ 4	GC 34090 GC 81009	
100	011	Construction Standards	P		GC 34090	
100	012	Council & Commission Agendas	3	2	GC 34090	
100	013	Council & Commission Approved Minutes	City Clerk P	2	GC 34090 (d); 36814, 40801	34090 (d) – records less than 2 years
100	014	Council Communications	City Clerk P		GC 34090	
100	015	Department/Division Files – General	2	2	GC 34090	
100	016	Department History/Historical Files	P	2	GC 34090	
100	017	Disaster Plan	S		GC 34090	
100	018	Employee Work Calendars or Diaries	2	2		

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	019	Fee Schedules	S + 2		GC 34090	
100	020	General Correspondence	2	2	GC 34090	
100	021	General Information Memos	City Mgr. 3	2	GC 34090(d)	
100	022	Grant Files	CL + 7		GC 34090	
100	023	Incident Reports	2		29CFR 1904.2; 29CFR 1904.6	
100	024	Intergovernmental Meetings & Projects	5	2	GC 34090	
100	025	Maintenance Records	2	2	GC 34090	
100	026	Memberships	T		GC 34090	
100	027	Meeting Procedures	S	S	GC 34090	
100	028	Monthly/Quarterly Performance or Status Reports	Finance 4	2	GC 34090	
100	029	MSDS Sheets	Purchasing or By Dept. P		GC 34090	
100	030	Payment Requests/Reimbursement/ Invoice Documents (including Petty Cash)	Finance 5	2	GC 34090	
100	031	Policies & Procedures (includes individual departments)	S + 2	S + 2	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	032	Press Releases	2		GC 34090	
100	033	RFP's, RFQ's, Bids: Successful Unsuccessful	 CL + 5 CL + 2		GC 34090; CCP 337; GC 25105.1	
100	034	Security video footage moved into Case Management (portions of routine, automated security video identified for retention rather than automatically overwritten or deleted	1		GC 34090.6	
100	035	Security video footage not moved into Case Management	3 days , full recording; 30 days motion only		GC 34090.6	For uneventful, routine video recordings. Full recording is stored for 3 days; transitions to motion only retained for 30 days.
100	036	Subject files	3		GC 34090(d)	
100	037	Vehicle files (includes Pool Car)	S + 2	2	GC 34090	
100	038	Workplace Safety Inspections	2	2	GC 34090	
CITY ATTORNEY						
300	001	Boards and Commissions	2		GC 34090	
300	003	City Attorney personnel files	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
300	004	City owned facilities/properties files	10		GC 34090	
300	005	Potential Claims	2		GC 34090	City Clerk keeps 5 years
300	006	Code Enforcement • Administrative citations • Compliance documents • Appeal Hearings	2 CL+2 10 5		GC 34090	
300	007	Conflict of interest – documents and opinions	2		GC 34090	
300	008	Districts – PBID	CL + 5		GC 34090	
300	009	Easements	10		GC 34090	
300	010	Employee disciplinary actions, grievances, complaints and investigations	CL + 2		GC 34090	
300	011	Grand Jury	10		PC 933(c)	Must be kept a minimum of 5 years
300	012	Legal Service Agreements	10		GC 34090	
300	013	Litigation Files Pitchess Motions	P CL+2		GC 34090	
300	014	Ordinance Files	10		GC 34090	
300	015	Railroad	5		GC 34090	
300	016	Project Files	10		GC 34090	
300	017	Property Acquisitions	P		GC 34090(a)	
300	018	Small Claims	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
300	019	Stop Payment Notices	CL + 2		GC 34090	City Clerk retains for CL + 2
300	020	Subpoenas	~~5~~CL + 2		GC 34090	
300	021	Taxes	5		GC 34090	
CITY CLERK						
400	001	AB1234 Certificates	T + 1			
400	002	Agreements – Executed	P		GC 34090; CCP 337; CCP 343	At least 4 years
400	003	Bids / RFQ's (over council limit) • Successful Unsuccessful	 7 2		GC 34090; CCP 337	
400	004	Applications, Boards, Commissions, Committees • Successful Applicants • Unsuccessful Applicants	~~CU + 2~~ S + 2 2	2	GC 34090; GC 34090(e) for minutes, bylaws and resolutions	
400	005	Bonds and Securities	CL + 2		GC 53921; GC 43900; CCP 337.5	
400	006	Ceremonial Resolutions and Proclamations	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
400	007	Charter Files	P	10	GC 34090(e); GC 34458-60	
400	008	Council Appointment Process	P		GC 34090	
400	009	Council Salary Amendments	P		GC 34090	
400	010	Elections	7		GC 34090	
400	011	Elections: Certificates of Election, Oaths of Office and Applications	5		GC 34090	
400	012	Grand Jury	10	2	PC 933(c)	Must be kept a minimum of 5 years
400	013	Municipal Code Revisions and Updates	P			
400	014	Notice of Adjournment	2		GC 34090	
400	015	Passport Transmittal Receipts	CL + 2		GC 34090	
400	016	Records Management: Retention Schedules	S + 4		GC 34090; CCP 343	
400	017	Authorization to Destroy Certificates	P	2	GC 34090.5	
400	018	Stored Records Lists	S	S	GC 34090	
400	019	Public Records Requests	CL + 2		GC 34090	
400	020	Resolutions & Ordinances	P		GC 34090(e)	
400	021	Stop Notices and Preliminary Notices	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
400	022	Tort Claims / Liability Claims	CL + 5	2	GC 34090; GC 25105.5	
400	023	Video Tape – City Council and Commission Meetings	3	3	GC 34090	
CITY MANAGER						
500	003	Fee Estimate Files	5	1	GC 34090	
500	004	Grant Applications	2		GC 34090	
500	005	Nexus Studies	P		GC 34090	
500	006	REACH Fund – Private Donation Record	City Clerk P	2	GC 34090	
DEVELOPMENT SERVICES						
Building						
600	001	All Construction Finals	P		GC 34090	
600	002	Building Permits w/Inspections	P		H&S 19850; GC 34090	
600	003	Building Permits without Inspections	CL + 2		H&S 19850; GC 34090	
600	004	Code Enforcement	CL + 5		GC 34090	
600	005	Construction Permit Files	P		GC 34090	Electronic files

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
600	006	Daily Inspection List	3		GC 34090	
600	007	Encroachment Permits and Grading Permits (temporary in Nature)	CL + 2		GC 34090	
600	009	Plan Checks, Expired – Application & Expiration Notification Letter	CL+2		GC 34090	
600	010	Plans – Commercial	P		GC 34090(a); H&S 19850	
600	011	Plans, Custom Residential	CL + 1		GC 34090	
600	012	Plans – Production Residential	CL + 180 days		GC 34090	
600	013	Tenant Improvement Inspections	P		GC 34090	
Engineering						
600	014	Construction / Design Standards	P		GC 34090	
600	015	Grant Files	CL + 7		GC 34090	
600	016	As-Built/Record Drawings	P		GC 34090	
600	017	Leases	10		GC 34090	
600	018	Project Files including:			GC 34090	
600	019(a)	• Drainage Studies & Watershed Maps	P		GC 34090	
	019(b)	• Pad Certification	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
	019(c)	• Permits (Encroachment, Grading, Trench Cut)	P		GC 34090	
	019(d)	• Conditions	P		GC 34090	
	019(e)	• Submittals and Correspondence related	CL		GC 34090	
	019(f)	• Revisions & Correspondence related	CL		GC 34090	
	019(g)	• Punch List	CL		GC 34090	
	019(h)	• COC Package	P		GC 34090	
	019(i)	• Soil Reports	P		GC 34090(d); CCP 338.1	
600	020	Property Acquisitions	P		GC 34090(a); GC 7928.705; CCP 337.2	
600	021	Recorded Maps	P		GC 34090	
600	022	Roseville Community Hospital	P		GC 34090	
600	023	Stormwater Inspection Data	CL + 3		GC 34090	
Planning		Administrative draft reports are destroyed upon approval of final reports				
600	024	Annexations / Detachment	P	10	GC 34090	
600	024.5	Environmental Review (CEQA)	P		GC 34090(a); CEQA Guidelines	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
600	025	Development Agreements	City Clerk P		GC 34090	
600	026	Easements	P		GC 34090	
600	027	General Plan Files	City Clerk P		GC 34090	
600	028	Grading Plan	P		GC 34090	
600	029	Home Occupation	P		GC 34090	
600	030	Lot Line Adjustments	P		GC 34090	
600	031	Parcel Maps	P	10	GC 34090	
600	032	Permits	P		GC 34090	
600	033	Project Files (includes special projects)	P		GC 34090	
600	034	Sign Files	P		GC 34090	
600	035	Specific Plan Files	P	20	GC 34090	
600	036	Standard Sign Permits	P	CL + 2	GC 34090	
600	037	Subdivision Files	P	10	GC 34090	
600	038	Variance	P		GC 34090	
600	039	Voluntary Merger	P		GC 34090	
600	040	Zoning / Rezone	P	5	GC 34090	
ECONOMIC DEVELOPMENT						
Housing						
700	001	Affordable Purchase Client Files	CL + 3		GC 34090	
700	002	Affordable Rental Agreement Files – Active – General Correspondence	3		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
700	003	Affordable Rental Agreement Files – Expired	CL + 3		GC 34090	
700	004	Affordable Rental Agreements	CL	Scanned copy 15 years	GC 34090	
700	005	CDBG Program Files	CL + 3		GC 34090 24 CFR 570, 503	
700	006	First Time Homebuyer Client Files	CL + 3		GC 34090	
700	007	First Time Homebuyer Wait List Files	3		GC 34090	
700	007.1	Grant Applications	2		GC 34090	
700	009	HCV Program Participant & Applicant	3		GC 34090	
700	010	HOME Applications & Agreements	CL + 5		GC 34090	
700	011	HOME Program Client Files	CL + 5		GC 34090	
700	012	Housing Authority	City Clerk P		GC 34090	
700	013	Housing Authority – Housing Assistance Payment Check Stubs	2		GC 34090	
700	014	Housing Rehabilitation Client Files	CL + 3		GC 34090	
700	015	Housing Rehabilitation Wait List Files	3		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Redevelopment and Successor Agency						
700	017	Bank Statements	P		GC 34090	
700	018	Bond Documents	P		GC 34090	
700	019	Financial Statements and Audit Reports	P		GC 34090	
700	020	Oversight Board Resolutions	P		GC 34090	
700	021	Railroad files	P		GC 34090	
700	022	Redevelopment Projects – Bond Financed	P		GC 34090	
700	023	Redevelopment Projects – Tax Increment Financed	10		GC 34090	
ELECTRIC						
Electric / Risk & Compliance						
800	001	AB32 GHG Emissions Verification Opinions and Inventory Reports	10		GC 34090	
800	002	CEC reports and filings	P		GC 34090	
800	003	Compliance filings and reports	S + 10		GC 34090	
800	004	GHG Management Plan	10		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	005	NERC Reliability Standards Evidence	S		GC 34090	Current information is kept until a new audit is performed
800	006	Standard Operating Procedures	P10		GC 34090	
Electric / Construction						
800	007	General Order Inspections (G095/128)	P		GC 34090	Stored in Maximo
800	008	Construction Maintenance Inspection Reports (G0165)	P		GC 34090	Stored in Maximo
Electric / Dispatch						
800	009	Audio Recordings – Dispatch Phone and Radio	10 Corp Yard		GC 34090; NERC Standards	Stored by IT
800	010	Daily Dispatch Reports	P		GC 34090	
800	011	Dispatch Service Requests	P		GC 34090	Stored in Maximo
800	012	Outage Reports	P		GC 34090	
Electric / Engineering						
800	013	Data Logs	P		GC 34090	
800	014	Drawings	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	015	Project Files – Engineering	P		GC 34090	
800	016	Technical Files	P		GC 34090	
Electric / Generation						
800	017	Construction Drawings	P		GC 34090	
800	018	Equipment Drawings	P		GC 34090	
800	019	Equipment Maintenance Records	P		GC 34090	
800	020	Equipment manuals and specifications	P		GC 34090	
800	021	Generation compliance records and communications	P		GC 34090	
800	021.1	Hazard Materials Records	P		GC 34090	
800	022	J Log	P		GC 34090	
800	022.1	Maintenance Work Orders	P		GC 34090	
800	023	MSDS sheets	P		GC 34090	
800	023.1	Project Files - Engineering	P		GC 34090	
800	023.2	SPCC/HMPB – Spill Prevention	P		GC 34090	
800	024	Video Access Log	90 days		GC 34090	
Electric / Metering						
800	025	Customer Requested Meter Test Data	P		GC 34090	Stored in Maximo

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	026	Historical Address Locations & Test Data	P		GC 34090	Stored in Access DB
800	027	Power Quality Recordings	P		GC 34090	Sent to engineering and stored in electric shared drive
800	028	Meter Test Results	P		GC 34090	Stored in Maximo
800	029	Tenant Improvement Plan Checks and Inspections	CL Planning Dept.		GC 34090	Accela – storage of data handled by Development Services
Electric / New Services						
800	030	Project Job Files – New Services	P		GC 34090	
Electric / Operations						
800	031	Department of Transportation Driver Proficiency	P		GC 34090	Stored by Risk Management
800	032	Hazard Materials Records	P		GC 34090	Stored in Maximo and electric shared storage drive
800	033	Maintenance Work Orders	P		GC 34090	Stored in Maximo
800	035	MSDS Sheets	P		GC 34090	Stored in REU warehouse and/or ops admin building – electronic MSDS files as well

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	036	SPCC/HMPB – Spill Prevention	P		GC 34090	Stored in REU Warehouse and/or ops admin building
800	037	Tree Maintenance Inspections	P		GC 34090	Stored in ops admin building
800	038	Vehicle Inspection Forms	90 days		GC 34090	Stored in ops admin building and/or electronically through Zonar
Electric / Power Supply						
800	039	AB32 Invoices	P		GC 34090	
800	040	AB32 Emission Instrument Transaction Confirmations	P		GC 34090	
800	041	Corporate Guarantees	P		GC 34090	
800	042	Greenhouse Gas Verification Documents	P		GC 34090	
800	043	Master Contracts / Agreement	P City Clerk		GC 34090	
800	044	Outside Reports generated for outside agencies or Council	P		GC 34090	
800	046	Power and Natural Gas Transaction Confirmations	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	047	Renewable Transaction Confirmations	P		GC 34090	
800	048	Scheduling Data / Documentation	P		GC 34090	
800	049	Settlement Invoices – ALL	P		GC 34090	
800	050	Settlements – Power Bills – Wire Requests	11 Accts Payable		GC 34090	
800	051	SQL Server Data Warehouse	P		GC 34090	
Electric / Finance						
800	052	Annual financial reporting for bond issues – continuing disclosure	3 years past bond maturity		GC 34090	
800	053	Cost of Service Study	P		GC 34090	
800	054	Customer Counts	P		GC 34090	
800	055	NOAA Weather	P		GC 34090	
800	056	Official Statements	3 years past bond maturity		GC 34090	
800	057	Quarterly Letter of Credit	3 years past bond maturity		GC 34090	
800	058	Revenue Reports	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Electric / Retail						
800	059	EPBI Solar Rebates: -	3		GC 34090	
800	060	Grant Programs – Commercial Rebate documents for auditing purposes:	3		GC 34090	
800	062	Public Benefits rebates:	3		GC 34090	
Electric / Substation						
800	064	HMPB/SPCC for each substation with more than 1320 gallons of oil	P		GC 34090	Stored at each substation facility
800	065	MSDS & Hazard Information sign	P		GC 34090	Located at each substation facility
800	066	SF6 Gas for each substation	P		GC 34090	Stores in ops admin building and/or substation facility
800	067	Substation Entry Log Books	10		GC 34090	Stored in ops admin building and/or substation facility

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	068	Substation Maintenance Records	P		GC 34090	Stored in Maximo – Legacy stored on electric shared drive
Utility Billing						
800	069	Bad Debt Accounts – electronic information	5	5	GC 34090	
800	069.1	Customer Deposit Listing	T		GC 34090	
800	070	Monthly Revenue Summary Report	3		GC 34090	
800	072	Payments from Credit Bureau	3		GC 34090(c)	
800	073	Referred to Credit Bureau	5		GC 34090(c)	
800	074	Remittance Stub	3		GC 34090	
800	075	Utility Bills Archives	3		GC 34090	
800	076	Utility Customer correspondence	5		GC 34090	
800	077	Utility Service Orders	2		GC 34090	
Utility Customer Service						
800	080	Abd – Automatic Bank Draft requests	3		GC 34090(c)	
800	081	Cash Receipt – Utility Payments	3		GC 34090(c)	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	082	ERAP/Med Applications (Electric Rate Assist Applications)	3		GC 34090	
800	083	Payment Agreements information	3		GC 34090	
800	084	Returned Checks information	3		GC 34090	
800	085	Vouchers – Project GO / HEAP / Salvation Army	3		GC 34090	
Electric/Energy Systems						
800	086	Department File Shares (electronic record)	P		GC 34090	
800	087	Security camera records (Hilltop and REP)	90 days		GC 34090	
ENVIRONMENTAL UTILITIES						
						Duplicative of entries below
900	002	Water Service	5	5	GC 34090	
900	003	Water Treatment Plant Files	5	5	GC 34090	
900	004	Water Waste Notice	1	1	GC 34090	
900	005	Wastewater Treatment Plant Files	5	5	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Business Services						
900	006	Annual Financial Reporting for Bond Issues – Continuing Disclosures	10 yrs. Past bond maturity		GC 34090	
900	007	Bond Documents	10 yrs. Past bond maturity		GC 34090	
900	008	Budget Documents	CU + 6		GC 34090	
900	009	Official Statements	10 yrs. Past bond maturity			
900	010	Policies and Procedures	S + 5		GC 34090	
900	011	Prop. 218 Protests	CL + 2		GC 53755	Written protests should be kept for two years following the date of the public hearing
900	012	Rates	CU + 4		GC 34090	
900	012.5	CIP Final Document Project Files	P	P	GC 34090	
South Placer Wastewater Authority JPA						
900	013	SPWA Board Meeting Files	P		GC 34090	
900	014	SPWA Minutes & Resolutions	P		GC 34090	
Waste Services						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
900	015	Western Placer Waste Management Authority Contracts, Meetings and Associated Compliance	P		GC 34090	
900	016	SB1383 Compliance Documents	5		CCR Title 14 § 18995.2	
900	017	CalRecycle Grants & Payment Programs	CL + 3		GC 34090	
900	018	Closed Landfill documents	P		GC 34090	
900	019	Daily Schedule and Leave Report	2		GC 34090	
900	020	Employee Training records	P		GC 34090	
900	021	Household Hazardous Waste Work Orders and Receipts	3		GC 34090	
900	022	Franchise Haulers: applications, renewals, and invoices	3		GC 34090	
900	023	Work Orders (unless otherwise specified)	5		GC 34090	
900	024	Disposal/MRF Weight Tags	5		GC 34090	
900	025	Can Warranty (Can Work Orders & Warranty Submissions)	10		GC 34090	
FINANCE						
Accounts Payable						
1000	001	1099	5		41 CFR 50 201.501	Records must be kept at least 3 years

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	002	Paid Invoices & Related Reports	CU + 5		GC 34090	
1000	004	Quarterly Reports	5		GC 34090	
Budget						
1000	009	Adopted Annual Budget	P		GC 34090	Hard copy budget document, including five year capital improvement plan and data in City financial system
1000	011	Budget Adjustments	P		GC 34090	Effective FY2022-23 all budget documents will be saved in electronic format only
1000	012	CIP's Carry Over	CU + 4		GC 34090	Effective FY2020-21 budget the City no longer conducts an annual CIP carry over. Current financial system allows for the tracking of CIPs over multiple fiscal years
1000	013	Indirect Cost Study (Cost Allocation Plan)	P		GC 34090	
1000	014	Annual City Manager Budget Review Materials	S		GC 34090	
1000	015	Quarterly Reports	CL + 11		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	016	Proposed Annual Budget	CU + 2		GC 34090	Hard copy budget document including five year capital improvement plan
Cash Management						
1000	017	AR Paid Invoices	3		GC 34090	
1000	018	AR Reports	3		GC 34090	
1000	019	Assessment Districts – Formation	P			
1000	020	Bank Reconciliation	CU + 5		GC 34090	
1000	021	Bank Statements	5		GC 34090	
1000	022	Cash Receipts – Daily Cash	3		GC 34090	
1000	023	Credit Card & Class Credit Card	3		GC 34090	
1000	024	Daily Cash Summary	3		GC 34090	
1000	024.1	Grant Files	CL + 3			
1000	025	Investment Report	P		GC 34090; CCP 337; GC 53607	No less than 4 years
1000	026	Wire Transfers	CU + 5		GC 34090	
General Accounting						
1000	026	Documentation for Audits	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	027	Bonds – Long Term Debt	CL + 30		GC34090(e); CCP 337.5; GC 53921	
1000	029	Community Facilities District	P		GC 34090	
1000	029.1	Cable Documentation	P		GC34090	Formerly with City Mgr.
1000	030	FEMA	CU + 5		GC 34090	
1000	031	Cal EMA	CU + 5		GC 34090	
1000	032	Audited Financial Statements	P		GC 34090	
1000	033	Fixed Assets	5		GC34090(e); 26 CFR 301 65-1(f)	
1000	034	Franchises	P		GC 34090	
1000	035	Trial Balance	CU + 5		GC 34090	
1000	036	Grant Files	CL + 3		GC 34090	
1000	037	Fund Transfers	CU + 5		GC 34090	
1000	038	Journal Entries	CU + 5		GC 34090	
1000	039	Landscape & Lighting Districts	20		GC 34090	
1000	039.1	Petty Cash Custodian Forms	CL + 1		GC 34090	
1000	040	State Mandated Costs	CU + 5		GC 34090	
1000	041	Taxes (Other)	5		GC 34090	
1000	041.1	Vehicle Inventory	CU + 1		GC 34090	
Licensing						
1000	042	Licenses (includes applications)	T + 4		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	043	So. Placer County Tourism – Quarterly Assessment Collection	5		GC 34090	
1000	044	Transient Occupancy Tax Collection	5		GC 34090	
Payroll					GC 34090	
1000	045	Payroll Adjustment listing	7		GC 34090	
1000	048	Deferred Compensation Report	P		GC 34090	
1000	049	Garnishments	CU + 3		GC 34090	
1000	050	Leave Liability /Compensated Absence Reports	5	2	GC 34090	
1000	051	Payroll Check and EFT Registers	5		GC 34090	
1000	052	Payroll pay, deductions and contribution detail	7		GC 34090; GC 37207	
1000	053	PERS Report	P		GC 34090	
1000	054	Secondary Labor	10		GC 34090	
1000	055	Time Sheets	7		GC 34090(c); CFR 516.2	
1000	056	Year End – W2 Quarterlys, Back-up	7	2	GC 34090	
Purchasing						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	056.1	Bid/Quotations	City Clerk Audit + 5	C	PC 273.5; PC 273.6; PC 646.9	PC 273.5 amended by SB 1005 (2016)
1000	056.2	Price Lists/Catalogs/Brochures	2	2	GC 34090	
1000	056.3	Purchasing Records	CL + 5	2	GC 34090	
1000	056.4	RFQ's	CL + 5	CL + 4	GC 34090	
1000	056.5	Contract Purchase Agreements/Purchase Orders/Requisitions	CL + 5	2	GC 34090	
1000	056.6	Central Stores purchase orders	CL + 2	1	GC 34090	
1000	056.7	Central Stores stock requisition forms	CL + 2		GC 34090	
1000	056.8	Asset transfer and retirement form	CL + 2		GC 34090	
1000	056.9	Shipment memo records (Federal Express)	CL + 2		GC 34090	
FIRE						
1100	001	Ambulance	7		GC 34090	
1100	002	Arson Investigation Files	6		PC 800; PC 801	Bodily Injury – 6 years Structure – 3 years
1100	003	Cost Recovery (DUI, HazMat)	CL + 2		GC 34090	
1100	004	EKG Reports	4		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1100	005	EMS Strips	7		GC 34090	
1100	006	Fire Inspection Reports	2	2	GC 34090	
1100	007	Fire Prevention Inspection Files	P		GC 34090	
1100	007.1	First Responder Fee	2		GC 34090	
1100	008	Hazardous Materials Files	P	2	GC 34090	
1100	009	Juvenile Firesetter Files	P		GC 34090	
1100	010	Patient Care Reports	7		GC 34090	
1100	011	Refusal Forms	4		GC 34090	
1100	012	Reports – Incident Reports / Dispatch Calls	2		GC 34090	
1100	013	Weed Abatement	5		GC 34090	
HUMAN RESOURCES						
1200	001	Benefits Files	5	2	GC 34090	
1200	002	Bargaining Units	10	5	GC 34090	
1200	003	Classification / Salary Plan	S + 2	S	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1200	004	Consumer Price Index	2		GC 34090	
1200	005	EDD Notices	4		GC 34090	
1200	006	Employee Medical Files	~~P~~ T+30		GC 34090	Stored electronically
1200	007	Employee Personnel Files	~~P~~ T+15	CL + 4	GC 34090 GC 12946 LC 432.3 (SB 807) (SB 1162) PC 832.5	Where litigation has been filed, such records must be maintained until the applicable statute of limitations has run, or until the conclusion of the litigation, whichever occurs first.
1200	008	Labor Relations	P	2	GC 34090	Stored electronically
1200	009	Memoranda of Understanding	P	2	GC 34090	Stored electronically
1200	010	Personnel Board Findings / Opinions / Decisions	P	2	GC 34090	Stored electronically
1200	011	Personnel Board Documents	5	2	GC 34090	Stored electronically
1200	012	Personnel Rules	P	2	GC 34090	Stored electronically

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1200	013	Recruitment	CL + 4	2	GC 34090 GC 12946 (SB 807)	Where litigation has been filed, such records must be maintained until the applicable statute of limitations has run, or until the conclusion of the litigation, whichever occurs first.
1200	014	Unemployment Records	T + 3		GC 34090	
1200	015	Volunteer Files	2	2	GC 34090	
Risk Management						
1200	016	Accident / Incident Reports	2	2	GC 34090	
1200	017	CAL OSHA Inspection & Citations	P		GC 34090	
1200	018	Claims	CL + 5		GC 25105.5	
1200	019	Employee Training Records	10		GC 34090	
1200	020	FEMA Disaster Claims	10		GC 34090	
1200	021	Insurance Certificates	CL + 10		GC 34090	
1200	022	Safety Inspections / Reports / Manuals	2	2	GC 34090	
1200	023	Subrogation Files	CL + 5		GC 34090	
1200	024	Workers Compensation	P		GC 34090	
INFORMATION TECHNOLOGY						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1300	001.1	Call Accounting (individual logs)	550 days		GC 34090	
1300	001.2	Call Center (group)	550 days		GC 34090	
1300	001	Citywide, GIS Aerial Photography	P		GC 34090	
1300	002	Citywide, GIS Datasets (active)	CL + 2		GC 34090	
1300	003	Citywide, GIS Datasets (inactive)	CL + 2		GC 34090	
1300	006	Digital Voicemail / Digital Fax /	100 days		GC 34090	
1300	006.1	Non-emergency radio and phone communications recordings	1		GC 34090	
1300	007	Disaster Preparedness and Recovery plans	2	2	GC 34090	
1300	008	IT Inventory Records	Life of equipment + 2 years		GC 34090	
1300	009	Programming Source Code	CL + 2		GC 34090	
1300	010	Service Requests / Response records	P		GC 34090	
1300	011	Standard Operating Procedures , TRGs, Knowledge Articles	3		GC 34090	
1300	012	System Backup Files / Tape Library / Digital Snapshot	3 months		GC 34090	
1300	013	System Log File (Mission Critical / External Agencies)	2		GC 34090	
1300	014	Telecommunication / Cell Phone Billing Records	1		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1300	015	Voicemail Log	60 days		GC 34090	60 day maximum system capability
1300	016	Test System (Program / Database)	No retention		GC 34090	
1300	017	Website Contents / Records	No retention		GC 34090	
1300	018	Office365 – Teams Chat	30 days			
PARKS, RECREATION & LIBRARIES						
1400	001	Department Timecards	3		GC 34090	
1400	002	Facility Rental Applications and Special Event Applications, Contract and Packet	2		GC 34090	
1400	003	Golf Course Files	10		GC 34090	
1400	004	Liability Waivers / Registration or Membership Forms	5		GC 34090	
1400	005	Low Income Applications	2		GC 34090	
1400	006	Park, Facility and Golf Course Construction Folders	P		GC 34090	
1400	007	Park and Playground Maintenance Records	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Adventure Club						
1400	008	Behavior Reports	5		GC 34090	
1400	009	Check Stubs from the State or County Office of Education	5		GC 34090	
1400	010	Child Care Grant Files	CL + 5		GC 34090	
1400	011	Licensing Staff Files	CL + 3		GC 34090	
1400	012	Sign In / Out Sheets, Schedule Agreements	CL + 5		GC 34090	
1400	013	Student Files	5		GC 34090	
1400	014	Tuition Agreements	CL + 5		GC 34090	
Library						
1400	015	California Public Library Report	5		GC 34090	
1400	016	CLSA Direct Loan Files	5		GC 34090	
1400	017	Library Card Records	T + 2		GC 34090	
1400	018	Log Books / Security Guard Documents	5	2	GC 34090	
1400	019	Public Library Fund Report	5		GC 34090	
1400	020	Reconsideration of Material Forms	P		GC 34090	
1400	021	Survey Forms	2		GC 34090	
1400	022	Statistical Reports	5		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Open Space					GC 34090	
1400	023	Arborist Reports	P		GC 34090	
1400	024	Annual Biological Monitoring Reports	P		GC 34090	
1400	025	Open Space Preserve records	P	2	GC 34090	
1400	026	Tree Maintenance Inspections	P		GC 34090	
POLICE						
1500	000	Abandoned Vehicles	2		GC 34090	
1500	001	Accident Review Board Investigations - Preventable collisions • Resulting in discipline - Non-preventable collisions	 2 5 2		GC 34090	
1500	002	Animal Control Documents - Bite Reports / Quarantine / Cites - Vicious Dog Finding	 3 3		GC 34090	
1500	003	Arrest Files of Deceased Persons	2		GC 34090	
1500	004	Asset Seizure Records	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	005	AVL (Auto Vehicle Location)	60 days		CIV 1798.90.51	Records will be purged unless the data has become, or it is reasonable to believe that it will become evidence in a criminal or civil action or is subject to a lawful action to product records
1500	006	Audio Recordings - 911 Calls Emergency Radio	100 days 2 2		GC 34090.6	
1500	007.1	Audits	5		GC 34090	Quarterly and Annual audits of property with PD property.
1500	007	Background files for City applicants not hired	5		GC 12946	
1500	008	Background Request with no history	2		GC 34090	
1500	009	Background Request with history	5		GC 12946	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	009.1	Body Worn Camera Footage (Routine footage & records that are not tagged as evidence in active criminal prosecution, held for litigation, nor retained for other reasons as required by law or police) Body Worn Camera Footage access and deletion records Body Worn Camera Footage – Officer involved shooting (non-fatal) Body Worn Camera Footage – Officer involved shooting (fatal)	2 (automatically purged at the 2 year mark from the date of recording) P CL + 10 P		PC 148.6, 832.18, 13010.5, 131012 and 13012.5 PC 801.S, 803(c) PC 801.S, 803(c)	Recordings containing evidence that may be relevant to criminal prosecution or other litigation should be retained for any additional period as required by law.
1500	009.2	In Car Camera Footage In Car Camera Footage access and deletion records In Car Camera Footage – Officer involved shooting (non-fatal) In Car Camera Footage -Officer involved shooting (fatal	2 P CL + 10 P		PC 148.6, 832.18, 13010.5, 131012 and 13012.5 PC 801.S, 803(c) PC 801.S, 803(c)	Recordings containing evidence that may be relevant to criminal prosecution or other litigation should be retained for any additional period as required by law.
1500	010	Encampment Debris Cleanups	2		GC 34090	
1500	011	CAD Incident/Calls for Service	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	011.1	Canine Training and Deployment Records	CL + 2			
1500	011.2	Case Files - FELONY - arson, murder, embezzlement of public monies, kidnap, treason, kidnapping for ransom, falsification of public records, child abuse substantiated, latent prints - FELONY – NOT capital crimes or crimes punishable by death/life imprisonment, latent prints - GENERAL – assault, financial crimes, drug files, robberies, MV theft, misdemeanor, services reports, latent prints	P CL + 10 CL + 5		PC 799, PC 11169 PC 804, 803.7, 368 (b)(1)(2)(3), W&I 15630, PC 288 (a), (b)(2), (c)(2)	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	011.3	Child Abuse – unsubstantiated	10		PC 11169(c) and 11179(a)(3)	Records with an investigative finding of substantiated are not purged unless the investigating agency modifies it's investigative findings to inconclusive or unfounded, or the record is sealed pursuant to section 389 or 781 of the Welfare and Institutions Code (Juvenile) or 851.8 PC (factually innocent)
1500	012	Citations	5		GC 34090	
1500	013	Complaints and any reports or finding related to the complaints - No sustained finding of misconduct - Sustained finding of misconduct Internal inquiry	 5 15 2		 PC 832.5 GC 34090	
1500	014	Court Transmittals	2		GC 34090	
~~1500~~	~~015~~	~~DA Rosters~~	~~2~~		~~GC 34090~~	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	016	Death Investigation Reports where no suspicious circumstances were revealed during investigation	CL + 5		GC 34090	
1500	016.1	Department Manuals	2		GC 34090	
1500	017	Dispatch / Telephone / 911 calls printout	2		GC 34090	
1500	018	DMV, Suspended, Revoked Notices	3		GC 34090	
1500	018.1	Employee CLETS Training Records	CL + 1		CLETS	
1500	018.2	Employee disciplinary actions Employee inventory and equipment lists	CL + 5 CL + 5		GC 12946, 29 USC 1113, 29 CFR 1602.31, 1627.J(b)(1) and CCR 3204(d)(10	
1500	018.3	Employee sick leave, leave request and overtime forms	2		GC 34090	
1500	018.4	Employee training records (including LEFTA)	CL + 5		29 CFR 672.3(b)(1), 8 CCR3204 (d)(1), GC 12946, 34090	
1500	019	Equipment citations	3		GC 34090	
1500	020	Field Interview Cards	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	021	Gang Validation forms (not enough info to qualify OR the person had no gang contacts for 5 years)	5		H&S 11590, 11594	
1500	021.1	Informant Files	CL + 2		GC 34090	
1500	021.2	Intelligence Files	5		28 CFR 23.20(h)	
1500	021.3	Interior video surveillance - Continuous recording - Motion records	 3 days 30 days		GC 34090	
1500	022	Juvenile Disposition Forms/ Sealings	5		GC 68152(e)(1)	
1500	022.1	License Plate Reader Data	60 days		CVC 2413(b)	Auto purge set within the LPR system to match this
1500	023	LIDAR Enforcement Logs	2		GC 34090	
1500	023.1	Livescan applications	2		GC 34090	
1500	024	Marijuana Filings	2		GC 34090, H&S 11361.5, 11357, 11360	
1500	024.1	Mental Health Commitment (Reports of 5150)	CL + 2		WI 5152.2	
1500	025	Officer's Daily Activity Sheets	2			
1500	025.1	Park Exclusions	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	026	Parking violation citations / Reviews	2		GC 34090; GC 40215	
1500	027	Pawn Slips	2		B&P 21628; GC 34090	
1500	028	Permits and Licenses – massage, temporary vendor, adult oriented businesses, alarm systems, residential parking, commercial parking, soliciting, ice cream vendors, taxi, bingo, domestic animals, golf cart	CL + 2		GC 34090	
1500	029	Personnel Files	CL + 5		GC 34090, 12946, 29 USC 1113, 29 CFR 1602.31, 1627.J(b)(1) and CCR 3204(d)(1)	
1500	030	Firearm - - Sales Reports - Lost/Stolen	2 Until Located		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	031	Police Surveillance Videos moved into Case Management (portions of routine, automated security video identified for retention rather than automatically overwritten or deleted)	1		GC 34090.7	In general, the police facility falls into the IT security footage. Items booked into PD Case Management are treated as evidence and purged accordingly.
1500	032	Police Surveillance Videos not moved into Case Management	3 days , full recording; 30 days motion only		GC 34090.6	For uneventful, routine video recordings. Full recording is stored for 3 days; transitions to motion only retained for 30 days.
1500	033	Evidence/Property Destruction Logs	P		GC 34090	
1500	034	Radio Logs	7		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	035	Reports: • Stored/Impounded Vehicle Reports • Injury Attempt Suicide Reports • Lost and Found Reports • Missing Persons Reports - Located or Confirmed Deceased • Missing Persons Reports - Still Missing Services (Incident) Reports	CL + 2 ~~5~~CL + 2 ~~P~~ CL + 5 P	2	GC 34090	
1500	036	Reports: • Non-Injury Accident Report • Injury Accident Reports • Felony Crime Monthly Statistic	7	2	GC 34090	
1500	037	Repossession Reports	2		GC 34090	
1500	038	Retraining Orders	CL		PC 273.5; PC 273.6; PC 646.9	PC 273.5 amended by SB 1005 (2016)
1500	038.1	Ride-along waiver forms	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	039	Subpoena Records - Third Party Preservation of Evidence Requests/Demands	C + 2 3		GC 34090	3 years from date of incident or longer if additional retention requirements apply
1500	040	Swap Meet Seller forms	2		GC 34090	
1500	040.1	Registration - Arson - Sex - Deceased Sex	P CU		PC 457.1, W&I 781 RC 290, W&I 781 GC 68152(c)(2)	Department of Justice guidelines require permanent retention of the paperwork associated with the registration until the registrant becomes deceased.
1500	040.2	Stolen Vehicle reports	Until Recovered		CLETS	
1500	040.3	Traffic Accidents - Involving felony arrest or Fatals - Non Fatal	P CL + 3		PC 799 GC 34090	
1500	040.4	Training Lesson Plans	30		29 CFR 1627.3(B)(1), CA OSHA	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	041	Use of Force - Resulting in Sustained Finding of misconduct as defined in SB16 - NOT resulting in Sustained Finding of misconduct as defined in SB16	15 5		PC 832.5	
1500	042	Vehicle Pursuit Reviews - Resulting in discipline NOT resulting in discipline	5 2		GC 34090	
PUBLIC WORKS						
Alternative Transportation						
1600	001	ADA Para Transit Files	CL + 1		GC 34090	
1600	002	Bicycle Path Files	10	~~2~~	GC 34090	
1600	003	Bus Shelter	CL + 3	2	GC 34090	
1600	004	Customer Complaints, Reports, Findings	FTA Review Period + 3		GC 34090	
1600	005	Discount Photo Card Applications	3		GC 34090	
1600		FTA Audit Materials	S + 1		GC 34090	
1600	006	Grant Files	CL + 3		GC 34090	
1600	007	Grants – Proposition 1B	CL + 35		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	008	Bus Video (moved into Case Management	2		GC 34090	
1600	009	Bus Video (not moved into Case Management	30 days		GC 34090	
1600	010	National Transit Database Report Files	FTA Review Period + 3		GC 34090	
1600	011	Passenger Incident Report	FTA Review Period + 3		GC 34090	
1600	013	Roseville Transit Boarding & Alighting Sheets	FTA Review Period + 3		GC 34090	
1600	016	Transit Contractors Monthly Reports	FTA Review Period + 3		GC 34090	
1600	017	Transit Pass Purchase Requests	2		GC 34090	
1600	018	Transportation Development Act Files	CL + 3		GC 34090	
1600	019	Transportation Planning Files	S + 2		GC 34090	
1600	020	Transportation Project Files	CL + 10		GC 34090	
1600	021	TSM Files – no TSM Plan, No Bikeway Issues and no Transit Issues	3	2	GC 34090	
1600	022	TSM Files – with TSM Plan, Bikeway Issues or Transit Issues	P	2	GC 34090	
1600	023	TSM Survey	6	2	GC 34090	
1600	024	Daily Bus Reports	2	2	GC 34090	
Engineering						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	025	CIP	CL + 2 _____ For Federally Funded Projects CL + 3	CL + 2	GC 34090	Retention for Federally Funded projects starts from the date listed on final voucher issued from CalTrans
1600	026	Contract Administration Files	CL + 2 _____ For Federally Funded Projects CL + 3		GC 34090	
1600	027	Flood Control	20		GC 34090	
1600	027.1	REACH Fund – Private Donation Record	City Clerk P	2	GC 34090	
1600	028	Sidewalks & Curbs	CL + 2		GC 34090	
1600	029	Soil Reports	P		GC 34090	
1600	030	Specifications	P		GC 34090	
1600	030.1	Speed Surveys	20		GC 34090	
1600	031	Streets Projects/Assignments to Street Maintenance & Contractors	P	5	GC 34090	
1600	032	Traffic Files	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	034	Traffic Signals (Warrants & Timing)	P		GC 34090	
	035	Traffic Studies	P		GC 34090	
1600	036	USA's	2		GC 34090	
	037	Traffic Control Plans	2		GC 34090	
Facilities						
1600	037.1	Asset Transfer and Inventory forms	2	2	GC 34090	
1600	037.2	Cardkey Records	1	1	GC 34090	
1600	037.3	Facilities	10		GC 34090	
1600	037.4	Air Pollution Control District	2	2	GC 34090	
1600	037.5	Alarm Information	3		GC 34090	
1600	037.6	Fire Damage Repair Reports	3		GC 34090	
1600	037.7	Fire Inspection Reports	CL + 3		UFC 103.3..4; GC 34090	
1600	037.8	Fire Sprinkler Tests	5	2	UFC 103.3.4; GC 34090	
1600	037.9	Invoice Copies	2		GC 34090	
1600	037.10	Hazardous Materials manifests	P		GC 34090	
1600	037.11	Project Files	P		GC 34090	
1600	037.12	SPCC – Spill Prevention	P		GC 34090	
1600	037.13	Tailgate Safety Meeting – sign in sheet	P		GC 34090	
Fleet Services						
1600	037.14	BIT Inspections (B,C,N,O,W & Y)	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	037.15	Equipment Auction Records	2		GC 34090	
1600	037.16	Equipment Sale/Trade Records (non-auction)	10		GC 34090	
1600	037.17	Equipment Title & Registration	CL		GC 34090	
1600	037.18	Fuel Tank Records	5		GC 34090	
Street Maintenance						
1600	038	Daily Worksheets, Stand-By Worksheets	2	2	GC 34090	
1600	039	Engineering Project Requests	2	2	GC 34090	
1600	040	Oversize Load Transportation Permits	2	2	GC 34090	
1600	041	Service Requests & Work Orders for Street Maintenance Assets	P		GC 34090	
1600	042	Traffic Control Plans	2	2	GC 34090	

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

NON RECORDS

No Retention Schedule

DESCRIPTION OF RECORDS	COMMENTS
Instant Messaging / Text Messaging	Reference San Jose Ruling
Library Materials	
Non City Posters, Brochures and Flyers	
Non City Press Releases	
Price Lists, Catalogs, Brochures	
Publications from outside sources	
Testing and Development System	
Transitory Records/Drafts	
Website Contents & Records	

CITY OF ROSEVILLE

2026 Records Retention Schedule

(For both paper and electronic records)

DEPARTMENT / DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
CITY-WIDE						
100	001	Accident Reports	CL + 7	2	29CFR 1904.2; 29CFR 1904.6	Not Fire or Police
100	002	Administration Files	With Dept. 2		GC 34090	
100	003	Administrative Regulations	City Mgr. S + 2	S	GC 34090	
100	004	Agreements – Executed	City Clerk P	CL	CCP 337; GC 34090	CCP 337 – 4 years
100	005	Audio/Video Tapes – Board & Commission Meetings • With approved minutes • Without approved minutes	90 days 1		GC 34090.7	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	006	City Brochures & Publications	2		GC 34090	Templates are considered preliminary drafts exempt from disclosure (GC 7927.500)
100	007	CEQA Documentation	City Clerk P	CL+2	GC 34090(a); CEQA Guidelines	
100	008	Chron Files	2		GC 34090	Chronological files - correspondence
100	009	Consent for Medical Treatment	5		GC 34090	
100	010	Conflict of Interest Statements (includes FPPC Annual Filing)	City Clerk 7	4	GC 34090 GC 81009	
100	011	Construction Standards	P		GC 34090	
100	012	Council & Commission Agendas	3	2	GC 34090	
100	013	Council & Commission Approved Minutes	City Clerk P	2	GC 34090 (d); 36814, 40801	34090 (d) – records less than 2 years
100	014	Council Communications	City Clerk P		GC 34090	
100	015	Department/Division Files – General	2	2	GC 34090	
100	016	Department History/Historical Files	P	2	GC 34090	
100	017	Disaster Plan	S		GC 34090	
100	018	Employee Work Calendars or Diaries	2	2		

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	019	Fee Schedules	S + 2		GC 34090	
100	020	General Correspondence	2	2	GC 34090	
100	021	General Information Memos	City Mgr. 3	2	GC 34090(d)	
100	022	Grant Files	CL + 7		GC 34090	
100	023	Incident Reports	2		29CFR 1904.2; 29CFR 1904.6	
100	024	Intergovernmental Meetings & Projects	5	2	GC 34090	
100	025	Maintenance Records	2	2	GC 34090	
100	026	Memberships	T		GC 34090	
100	027	Meeting Procedures	S	S	GC 34090	
100	028	Monthly/Quarterly Performance or Status Reports	Finance 4	2	GC 34090	
100	029	MSDS Sheets	Purchasing or By Dept. P		GC 34090	
100	030	Payment Requests/Reimbursement/ Invoice Documents (including Petty Cash)	Finance 5	2	GC 34090	
100	031	Policies & Procedures (includes individual departments)	S + 2	S + 2	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
100	032	Press Releases	2		GC 34090	
100	033	RFP's, RFQ's, Bids: Successful Unsuccessful	 CL + 5 CL + 2		GC 34090; CCP 337; GC 25105.1	
100	034	Security video footage moved into Case Management (portions of routine, automated security video identified for retention rather than automatically overwritten or deleted	1		GC 34090.6	
100	035	Security video footage not moved into Case Management	3 days , full recording; 30 days motion only		GC 34090.6	For uneventful, routine video recordings. Full recording is stored for 3 days; transitions to motion only retained for 30 days.
100	036	Subject files	3		GC 34090(d)	
100	037	Vehicle files (includes Pool Car)	S + 2	2	GC 34090	
100	038	Workplace Safety Inspections	2	2	GC 34090	
CITY ATTORNEY						
300	001	Boards and Commissions	2		GC 34090	
300	003	City Attorney personnel files	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
300	004	City owned facilities/properties files	10		GC 34090	
300	005	Potential Claims	2		GC 34090	City Clerk keeps 5 years
300	006	Code Enforcement • Administrative citations • Compliance documents • Appeal Hearings	2 CL+2 10 5		GC 34090	
300	007	Conflict of interest – documents and opinions	2		GC 34090	
300	008	Districts – PBID	CL + 5		GC 34090	
300	009	Easements	10		GC 34090	
300	010	Employee disciplinary actions, grievances, complaints and investigations	CL + 2		GC 34090	
300	011	Grand Jury	10		PC 933(c)	Must be kept a minimum of 5 years
300	012	Legal Service Agreements	10		GC 34090	
300	013	Litigation Files Pitchess Motions	P CL+2		GC 34090	
300	014	Ordinance Files	10		GC 34090	
300	015	Railroad	5		GC 34090	
300	016	Project Files	10		GC 34090	
300	017	Property Acquisitions	P		GC 34090(a)	
300	018	Small Claims	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
300	019	Stop Payment Notices	CL + 2		GC 34090	City Clerk retains for CL + 2
300	020	Subpoenas	CL + 2		GC 34090	
300	021	Taxes	5		GC 34090	
CITY CLERK						
400	001	AB1234 Certificates	T + 1			
400	002	Agreements – Executed	P		GC 34090; CCP 337; CCP 343	At least 4 years
400	003	Bids / RFQ's (over council limit) • Successful Unsuccessful	 7 2		GC 34090; CCP 337	
400	004	Applications, Boards, Commissions, Committees • Successful Applicants • Unsuccessful Applicants	 S + 2 2	2	GC 34090; GC 34090(e) for minutes, bylaws and resolutions	
400	005	Bonds and Securities	CL + 2		GC 53921; GC 43900; CCP 337.5	
400	006	Ceremonial Resolutions and Proclamations	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
400	007	Charter Files	P	10	GC 34090(e); GC 34458-60	
400	008	Council Appointment Process	P		GC 34090	
400	009	Council Salary Amendments	P		GC 34090	
400	010	Elections	7		GC 34090	
400	011	Elections: Certificates of Election, Oaths of Office and Applications	5		GC 34090	
400	012	Grand Jury	10	2	PC 933(c)	Must be kept a minimum of 5 years
400	013	Municipal Code Revisions and Updates	P			
400	014	Notice of Adjournment	2		GC 34090	
400	015	Passport Transmittal Receipts	CL + 2		GC 34090	
400	016	Records Management: Retention Schedules	S + 4		GC 34090; CCP 343	
400	017	Authorization to Destroy Certificates	P	2	GC 34090.5	
400	018	Stored Records Lists	S	S	GC 34090	
400	019	Public Records Requests	CL + 2		GC 34090	
400	020	Resolutions & Ordinances	P		GC 34090(e)	
400	021	Stop Notices and Preliminary Notices	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
400	022	Tort Claims / Liability Claims	CL + 5	2	GC 34090; GC 25105.5	
400	023	Video Tape – City Council and Commission Meetings	3	3	GC 34090	
CITY MANAGER						
500	003	Fee Estimate Files	5	1	GC 34090	
500	004	Grant Applications	2		GC 34090	
500	005	Nexus Studies	P		GC 34090	
500	006	REACH Fund – Private Donation Record	City Clerk P	2	GC 34090	
DEVELOPMENT SERVICES						
Building						
600	001	All Construction Finals	P		GC 34090	
600	002	Building Permits w/Inspections	P		H&S 19850; GC 34090	
600	003	Building Permits without Inspections	CL + 2		H&S 19850; GC 34090	
600	004	Code Enforcement	CL + 5		GC 34090	
600	005	Construction Permit Files	P		GC 34090	Electronic files

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
600	006	Daily Inspection List	3		GC 34090	
600	007	Encroachment Permits and Grading Permits (temporary in Nature)	CL + 2		GC 34090	
600	009	Plan Checks, Expired – Application & Expiration Notification Letter	CL+2		GC 34090	
600	010	Plans – Commercial	P		GC 34090(a); H&S 19850	
600	011	Plans, Custom Residential	CL + 1		GC 34090	
600	012	Plans – Production Residential	CL + 180 days		GC 34090	
600	013	Tenant Improvement Inspections	P		GC 34090	
Engineering						
600	014	Construction / Design Standards	P		GC 34090	
600	015	Grant Files	CL + 7		GC 34090	
600	016	As-Built/Record Drawings	P		GC 34090	
600	017	Leases	10		GC 34090	
600	018	Project Files including:			GC 34090	
600	019(a)	• Drainage Studies & Watershed Maps	P		GC 34090	
	019(b)	• Pad Certification	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
	019(c)	• Permits (Encroachment, Grading, Trench Cut)	P		GC 34090	
	019(d)	• Conditions	P		GC 34090	
	019(e)	• Submittals and Correspondence related	CL		GC 34090	
	019(f)	• Revisions & Correspondence related	CL		GC 34090	
	019(g)	• Punch List	CL		GC 34090	
	019(h)	• COC Package	P		GC 34090	
	019(i)	• Soil Reports	P		GC 34090(d); CCP 338.1	
600	020	Property Acquisitions	P		GC 34090(a); GC 7928.705; CCP 337.2	
600	021	Recorded Maps	P		GC 34090	
600	022	Roseville Community Hospital	P		GC 34090	
600	023	Stormwater Inspection Data	CL + 3		GC 34090	
Planning		Administrative draft reports are destroyed upon approval of final reports				
600	024	Annexations / Detachment	P	10	GC 34090	
600	024.5	Environmental Review (CEQA)	P		GC 34090(a); CEQA Guidelines	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
600	025	Development Agreements	City Clerk P		GC 34090	
600	026	Easements	P		GC 34090	
600	027	General Plan Files	City Clerk P		GC 34090	
600	028	Grading Plan	P		GC 34090	
600	029	Home Occupation	P		GC 34090	
600	030	Lot Line Adjustments	P		GC 34090	
600	031	Parcel Maps	P	10	GC 34090	
600	032	Permits	P		GC 34090	
600	033	Project Files (includes special projects)	P		GC 34090	
600	034	Sign Files	P		GC 34090	
600	035	Specific Plan Files	P	20	GC 34090	
600	036	Standard Sign Permits	P	CL + 2	GC 34090	
600	037	Subdivision Files	P	10	GC 34090	
600	038	Variance	P		GC 34090	
600	039	Voluntary Merger	P		GC 34090	
600	040	Zoning / Rezone	P	5	GC 34090	
ECONOMIC DEVELOPMENT						
Housing						
700	001	Affordable Purchase Client Files	CL + 3		GC 34090	
700	002	Affordable Rental Agreement Files – Active – General Correspondence	3		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
700	003	Affordable Rental Agreement Files – Expired	CL + 3		GC 34090	
700	004	Affordable Rental Agreements	CL	Scanned copy 15 years	GC 34090	
700	005	CDBG Program Files	CL + 3		GC 34090 24 CFR 570, 503	
700	006	First Time Homebuyer Client Files	CL + 3		GC 34090	
700	007	First Time Homebuyer Wait List Files	3		GC 34090	
700	007.1	Grant Applications	2		GC 34090	
700	009	HCV Program Participant & Applicant	3		GC 34090	
700	010	HOME Applications & Agreements	CL + 5		GC 34090	
700	011	HOME Program Client Files	CL + 5		GC 34090	
700	012	Housing Authority	City Clerk P		GC 34090	
700	013	Housing Authority – Housing Assistance Payment Check Stubs	2		GC 34090	
700	014	Housing Rehabilitation Client Files	CL + 3		GC 34090	
700	015	Housing Rehabilitation Wait List Files	3		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Redevelopment and Successor Agency						
700	017	Bank Statements	P		GC 34090	
700	018	Bond Documents	P		GC 34090	
700	019	Financial Statements and Audit Reports	P		GC 34090	
700	020	Oversight Board Resolutions	P		GC 34090	
700	021	Railroad files	P		GC 34090	
700	022	Redevelopment Projects – Bond Financed	P		GC 34090	
700	023	Redevelopment Projects – Tax Increment Financed	10		GC 34090	
ELECTRIC						
Electric / Risk & Compliance						
800	001	AB32 GHG Emissions Verification Opinions and Inventory Reports	10		GC 34090	
800	002	CEC reports and filings	P		GC 34090	
800	003	Compliance filings and reports	S + 10		GC 34090	
800	004	GHG Management Plan	10		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	005	NERC Reliability Standards Evidence	S		GC 34090	Current information is kept until a new audit is performed
800	006	Standard Operating Procedures	P10		GC 34090	
Electric / Construction						
800	007	General Order Inspections (G095/128)	P		GC 34090	Stored in Maximo
800	008	Construction Maintenance Inspection Reports (G0165)	P		GC 34090	Stored in Maximo
Electric / Dispatch						
800	009	Audio Recordings – Dispatch Phone and Radio	10 Corp Yard		GC 34090; NERC Standards	Stored by IT
800	010	Daily Dispatch Reports	P		GC 34090	
800	011	Dispatch Service Requests	P		GC 34090	Stored in Maximo
800	012	Outage Reports	P		GC 34090	
Electric / Engineering						
800	013	Data Logs	P		GC 34090	
800	014	Drawings	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	015	Project Files – Engineering	P		GC 34090	
800	016	Technical Files	P		GC 34090	
Electric / Generation						
800	017	Construction Drawings	P		GC 34090	
800	018	Equipment Drawings	P		GC 34090	
800	019	Equipment Maintenance Records	P		GC 34090	
800	020	Equipment manuals and specifications	P		GC 34090	
800	021	Generation compliance records and communications	P		GC 34090	
800	021.1	Hazard Materials Records	P		GC 34090	
800	022	J Log	P		GC 34090	
800	022.1	Maintenance Work Orders	P		GC 34090	
800	023	MSDS sheets	P		GC 34090	
800	023.1	Project Files - Engineering	P		GC 34090	
800	023.2	SPCC/HMPB – Spill Prevention	P		GC 34090	
800	024	Video Access Log	90 days		GC 34090	
Electric / Metering						
800	025	Customer Requested Meter Test Data	P		GC 34090	Stored in Maximo

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	026	Historical Address Locations & Test Data	P		GC 34090	Stored in Access DB
800	027	Power Quality Recordings	P		GC 34090	Sent to engineering and stored in electric shared drive
800	028	Meter Test Results	P		GC 34090	Stored in Maximo
800	029	Tenant Improvement Plan Checks and Inspections	CL Planning Dept.		GC 34090	Accela – storage of data handled by Development Services
Electric / New Services						
800	030	Project Job Files – New Services	P		GC 34090	
Electric / Operations						
800	031	Department of Transportation Driver Proficiency	P		GC 34090	Stored by Risk Management
800	032	Hazard Materials Records	P		GC 34090	Stored in Maximo and electric shared storage drive
800	033	Maintenance Work Orders	P		GC 34090	Stored in Maximo
800	035	MSDS Sheets	P		GC 34090	Stored in REU warehouse and/or ops admin building – electronic MSDS files as well

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	036	SPCC/HMPB – Spill Prevention	P		GC 34090	Stored in REU Warehouse and/or ops admin building
800	037	Tree Maintenance Inspections	P		GC 34090	Stored in ops admin building
800	038	Vehicle Inspection Forms	90 days		GC 34090	Stored in ops admin building and/or electronically through Zonar
Electric / Power Supply						
800	039	AB32 Invoices	P		GC 34090	
800	040	AB32 Emission Instrument Transaction Confirmations	P		GC 34090	
800	041	Corporate Guarantees	P		GC 34090	
800	042	Greenhouse Gas Verification Documents	P		GC 34090	
800	043	Master Contracts / Agreement	P City Clerk		GC 34090	
800	044	Outside Reports generated for outside agencies or Council	P		GC 34090	
800	046	Power and Natural Gas Transaction Confirmations	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	047	Renewable Transaction Confirmations	P		GC 34090	
800	048	Scheduling Data / Documentation	P		GC 34090	
800	049	Settlement Invoices – ALL	P		GC 34090	
800	050	Settlements – Power Bills – Wire Requests	11 Accts Payable		GC 34090	
800	051	SQL Server Data Warehouse	P		GC 34090	
Electric / Finance						
800	052	Annual financial reporting for bond issues – continuing disclosure	3 years past bond maturity		GC 34090	
800	053	Cost of Service Study	P		GC 34090	
800	054	Customer Counts	P		GC 34090	
800	055	NOAA Weather	P		GC 34090	
800	056	Official Statements	3 years past bond maturity		GC 34090	
800	057	Quarterly Letter of Credit	3 years past bond maturity		GC 34090	
800	058	Revenue Reports	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Electric / Retail						
800	059	EPBI Solar Rebates: -	3		GC 34090	
800	060	Grant Programs – Commercial Rebate documents for auditing purposes:	3		GC 34090	
800	062	Public Benefits rebates:	3		GC 34090	
Electric / Substation						
800	064	HMPB/SPCC for each substation with more than 1320 gallons of oil	P		GC 34090	Stored at each substation facility
800	065	MSDS & Hazard Information sign	P		GC 34090	Located at each substation facility
800	066	SF6 Gas for each substation	P		GC 34090	Stores in ops admin building and/or substation facility
800	067	Substation Entry Log Books	10		GC 34090	Stored in ops admin building and/or substation facility

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	068	Substation Maintenance Records	P		GC 34090	Stored in Maximo – Legacy stored on electric shared drive
Utility Billing						
800	069	Bad Debt Accounts – electronic information	5	5	GC 34090	
800	069.1	Customer Deposit Listing	T		GC 34090	
800	070	Monthly Revenue Summary Report	3		GC 34090	
800	072	Payments from Credit Bureau	3		GC 34090(c)	
800	073	Referred to Credit Bureau	5		GC 34090(c)	
800	074	Remittance Stub	3		GC 34090	
800	075	Utility Bills Archives	3		GC 34090	
800	076	Utility Customer correspondence	5		GC 34090	
800	077	Utility Service Orders	2		GC 34090	
Utility Customer Service						
800	080	Abd – Automatic Bank Draft requests	3		GC 34090(c)	
800	081	Cash Receipt – Utility Payments	3		GC 34090(c)	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
800	082	ERAP/Med Applications (Electric Rate Assist Applications)	3		GC 34090	
800	083	Payment Agreements information	3		GC 34090	
800	084	Returned Checks information	3		GC 34090	
800	085	Vouchers – Project GO / HEAP / Salvation Army	3		GC 34090	
Electric/Energy Systems						
800	086	Department File Shares (electronic record)	P		GC 34090	
800	087	Security camera records (Hilltop and REP)	90 days		GC 34090	
ENVIRONMENTAL UTILITIES						
						Duplicative of entries below
900	002	Water Service	5	5	GC 34090	
900	003	Water Treatment Plant Files	5	5	GC 34090	
900	004	Water Waste Notice	1	1	GC 34090	
900	005	Wastewater Treatment Plant Files	5	5	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Business Services						
900	006	Annual Financial Reporting for Bond Issues – Continuing Disclosures	10 yrs. Past bond maturity		GC 34090	
900	007	Bond Documents	10 yrs. Past bond maturity		GC 34090	
900	008	Budget Documents	CU + 6		GC 34090	
900	009	Official Statements	10 yrs. Past bond maturity			
900	010	Policies and Procedures	S + 5		GC 34090	
900	011	Prop. 218 Protests	CL + 2		GC 53755	Written protests should be kept for two years following the date of the public hearing
900	012	Rates	CU + 4		GC 34090	
900	012.5	CIP Final Document Project Files	P	P	GC 34090	
South Placer Wastewater Authority JPA						
900	013	SPWA Board Meeting Files	P		GC 34090	
900	014	SPWA Minutes & Resolutions	P		GC 34090	
Waste Services						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
900	015	Western Placer Waste Management Authority Contracts, Meetings and Associated Compliance	P		GC 34090	
900	016	SB1383 Compliance Documents	5		CCR Title 14 § 18995.2	
900	017	CalRecycle Grants & Payment Programs	CL + 3		GC 34090	
900	018	Closed Landfill documents	P		GC 34090	
900	019	Daily Schedule and Leave Report	2		GC 34090	
900	020	Employee Training records	P		GC 34090	
900	021	Household Hazardous Waste Work Orders and Receipts	3		GC 34090	
900	022	Franchise Haulers: applications, renewals, and invoices	3		GC 34090	
900	023	Work Orders (unless otherwise specified)	5		GC 34090	
900	024	Disposal/MRF Weight Tags	5		GC 34090	
900	025	Can Warranty (Can Work Orders & Warranty Submissions)	10		GC 34090	
FINANCE						
Accounts Payable						
1000	001	1099	5		41 CFR 50 201.501	Records must be kept at least 3 years

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	002	Paid Invoices & Related Reports	CU + 5		GC 34090	
1000	004	Quarterly Reports	5		GC 34090	
Budget						
1000	009	Adopted Annual Budget	P		GC 34090	Hard copy budget document, including five year capital improvement plan and data in City financial system
1000	011	Budget Adjustments	P		GC 34090	Effective FY2022-23 all budget documents will be saved in electronic format only
1000	012	CIP's Carry Over	CU + 4		GC 34090	Effective FY2020-21 budget the City no longer conducts an annual CIP carry over. Current financial system allows for the tracking of CIPs over multiple fiscal years
1000	013	Indirect Cost Study (Cost Allocation Plan)	P		GC 34090	
1000	014	Annual City Manager Budget Review Materials	S		GC 34090	
1000	015	Quarterly Reports	CL + 11		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	016	Proposed Annual Budget	CU + 2		GC 34090	Hard copy budget document including five year capital improvement plan
Cash Management						
1000	017	AR Paid Invoices	3		GC 34090	
1000	018	AR Reports	3		GC 34090	
1000	019	Assessment Districts – Formation	P			
1000	020	Bank Reconciliation	CU + 5		GC 34090	
1000	021	Bank Statements	5		GC 34090	
1000	022	Cash Receipts – Daily Cash	3		GC 34090	
1000	023	Credit Card & Class Credit Card	3		GC 34090	
1000	024	Daily Cash Summary	3		GC 34090	
1000	024.1	Grant Files	CL + 3			
1000	025	Investment Report	P		GC 34090; CCP 337; GC 53607	No less than 4 years
1000	026	Wire Transfers	CU + 5		GC 34090	
General Accounting						
1000	026	Documentation for Audits	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	027	Bonds – Long Term Debt	CL + 30		GC34090(e); CCP 337.5; GC 53921	
1000	029	Community Facilities District	P		GC 34090	
1000	029.1	Cable Documentation	P		GC34090	Formerly with City Mgr.
1000	030	FEMA	CU + 5		GC 34090	
1000	031	Cal EMA	CU + 5		GC 34090	
1000	032	Audited Financial Statements	P		GC 34090	
1000	033	Fixed Assets	5		GC34090(e); 26 CFR 301 65-1(f)	
1000	034	Franchises	P		GC 34090	
1000	035	Trial Balance	CU + 5		GC 34090	
1000	036	Grant Files	CL + 3		GC 34090	
1000	037	Fund Transfers	CU + 5		GC 34090	
1000	038	Journal Entries	CU + 5		GC 34090	
1000	039	Landscape & Lighting Districts	20		GC 34090	
1000	039.1	Petty Cash Custodian Forms	CL + 1		GC 34090	
1000	040	State Mandated Costs	CU + 5		GC 34090	
1000	041	Taxes (Other)	5		GC 34090	
1000	041.1	Vehicle Inventory	CU + 1		GC 34090	
Licensing						
1000	042	Licenses (includes applications)	T + 4		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	043	So. Placer County Tourism – Quarterly Assessment Collection	5		GC 34090	
1000	044	Transient Occupancy Tax Collection	5		GC 34090	
Payroll					GC 34090	
1000	045	Payroll Adjustment listing	7		GC 34090	
1000	048	Deferred Compensation Report	P		GC 34090	
1000	049	Garnishments	CU + 3		GC 34090	
1000	050	Leave Liability /Compensated Absence Reports	5	2	GC 34090	
1000	051	Payroll Check and EFT Registers	5		GC 34090	
1000	052	Payroll pay, deductions and contribution detail	7		GC 34090; GC 37207	
1000	053	PERS Report	P		GC 34090	
1000	054	Secondary Labor	10		GC 34090	
1000	055	Time Sheets	7		GC 34090(c); CFR 516.2	
1000	056	Year End – W2 Quarterlys, Back-up	7	2	GC 34090	
Purchasing						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1000	056.1	Bid/Quotations	City Clerk Audit + 5	C	PC 273.5; PC 273.6; PC 646.9	PC 273.5 amended by SB 1005 (2016)
1000	056.2	Price Lists/Catalogs/Brochures	2	2	GC 34090	
1000	056.3	Purchasing Records	CL + 5	2	GC 34090	
1000	056.4	RFQ's	CL + 5	CL + 4	GC 34090	
1000	056.5	Contract Purchase Agreements/Purchase Orders/Requisitions	CL + 5	2	GC 34090	
1000	056.6	Central Stores purchase orders	CL + 2	1	GC 34090	
1000	056.7	Central Stores stock requisition forms	CL + 2		GC 34090	
1000	056.8	Asset transfer and retirement form	CL + 2		GC 34090	
1000	056.9	Shipment memo records (Federal Express)	CL + 2		GC 34090	
FIRE						
1100	001	Ambulance	7		GC 34090	
1100	002	Arson Investigation Files	6		PC 800; PC 801	Bodily Injury – 6 years Structure – 3 years
1100	003	Cost Recovery (DUI, HazMat)	CL + 2		GC 34090	
1100	004	EKG Reports	4		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1100	005	EMS Strips	7		GC 34090	
1100	006	Fire Inspection Reports	2	2	GC 34090	
1100	007	Fire Prevention Inspection Files	P		GC 34090	
1100	007.1	First Responder Fee	2		GC 34090	
1100	008	Hazardous Materials Files	P	2	GC 34090	
1100	009	Juvenile Firesetter Files	P		GC 34090	
1100	010	Patient Care Reports	7		GC 34090	
1100	011	Refusal Forms	4		GC 34090	
1100	012	Reports – Incident Reports / Dispatch Calls	2		GC 34090	
1100	013	Weed Abatement	5		GC 34090	
HUMAN RESOURCES						
1200	001	Benefits Files	5	2	GC 34090	
1200	002	Bargaining Units	10	5	GC 34090	
1200	003	Classification / Salary Plan	S + 2	S	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1200	004	Consumer Price Index	2		GC 34090	
1200	005	EDD Notices	4		GC 34090	
1200	006	Employee Medical Files	T+30		GC 34090	Stored electronically
1200	007	Employee Personnel Files	T+15	CL + 4	GC 34090 GC 12946 LC 432.3 (SB 807) (SB 1162) PC 832.5	Where litigation has been filed, such records must be maintained until the applicable statute of limitations has run, or until the conclusion of the litigation, whichever occurs first.
1200	008	Labor Relations	P	2	GC 34090	Stored electronically
1200	009	Memoranda of Understanding	P	2	GC 34090	Stored electronically
1200	010	Personnel Board Findings / Opinions / Decisions	P	2	GC 34090	Stored electronically
1200	011	Personnel Board Documents	5	2	GC 34090	Stored electronically
1200	012	Personnel Rules	P	2	GC 34090	Stored electronically

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1200	013	Recruitment	CL + 4	2	GC 34090 GC 12946 (SB 807)	Where litigation has been filed, such records must be maintained until the applicable statute of limitations has run, or until the conclusion of the litigation, whichever occurs first.
1200	014	Unemployment Records	T + 3		GC 34090	
1200	015	Volunteer Files	2	2	GC 34090	
Risk Management						
1200	016	Accident / Incident Reports	2	2	GC 34090	
1200	017	CAL OSHA Inspection & Citations	P		GC 34090	
1200	018	Claims	CL + 5		GC 25105.5	
1200	019	Employee Training Records	10		GC 34090	
1200	020	FEMA Disaster Claims	10		GC 34090	
1200	021	Insurance Certificates	CL + 10		GC 34090	
1200	022	Safety Inspections / Reports / Manuals	2	2	GC 34090	
1200	023	Subrogation Files	CL + 5		GC 34090	
1200	024	Workers Compensation	P		GC 34090	
INFORMATION TECHNOLOGY						

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1300	001.1	Call Accounting (individual logs)	550 days		GC 34090	
1300	001.2	Call Center (group)	550 days		GC 34090	
1300	001	Citywide, GIS Aerial Photography	P		GC 34090	
1300	002	Citywide, GIS Datasets (active)	CL + 2		GC 34090	
1300	003	Citywide, GIS Datasets (inactive)	CL + 2		GC 34090	
1300	006	Digital Voicemail / Digital Fax /	100 days		GC 34090	
1300	006.1	Non-emergency radio and phone communications recordings	1		GC 34090	
1300	007	Disaster Preparedness and Recovery plans	2	2	GC 34090	
1300	008	IT Inventory Records	Life of equipment + 2 years		GC 34090	
1300	009	Programming Source Code	CL + 2		GC 34090	
1300	010	Service Requests / Response records	P		GC 34090	
1300	011	Standard Operating Procedures , TRGs, Knowledge Articles	3		GC 34090	
1300	012	System Backup Files / Tape Library / Digital Snapshot	3 months		GC 34090	
1300	013	System Log File (Mission Critical / External Agencies)	2		GC 34090	
1300	014	Telecommunication / Cell Phone Billing Records	1		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1300	015	Voicemail Log	60 days		GC 34090	60 day maximum system capability
1300	016	Test System (Program / Database)	No retention		GC 34090	
1300	017	Website Contents / Records	No retention		GC 34090	
1300	018	Office365 – Teams Chat	30 days			
PARKS, RECREATION & LIBRARIES						
1400	001	Department Timecards	3		GC 34090	
1400	002	Facility Rental Applications and Special Event Applications, Contract and Packet	2		GC 34090	
1400	003	Golf Course Files	10		GC 34090	
1400	004	Liability Waivers / Registration or Membership Forms	5		GC 34090	
1400	005	Low Income Applications	2		GC 34090	
1400	006	Park, Facility and Golf Course Construction Folders	P		GC 34090	
1400	007	Park and Playground Maintenance Records	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Adventure Club						
1400	008	Behavior Reports	5		GC 34090	
1400	009	Check Stubs from the State or County Office of Education	5		GC 34090	
1400	010	Child Care Grant Files	CL + 5		GC 34090	
1400	011	Licensing Staff Files	CL + 3		GC 34090	
1400	012	Sign In / Out Sheets, Schedule Agreements	CL + 5		GC 34090	
1400	013	Student Files	5		GC 34090	
1400	014	Tuition Agreements	CL + 5		GC 34090	
Library						
1400	015	California Public Library Report	5		GC 34090	
1400	016	CLSA Direct Loan Files	5		GC 34090	
1400	017	Library Card Records	T + 2		GC 34090	
1400	018	Log Books / Security Guard Documents	5	2	GC 34090	
1400	019	Public Library Fund Report	5		GC 34090	
1400	020	Reconsideration of Material Forms	P		GC 34090	
1400	021	Survey Forms	2		GC 34090	
1400	022	Statistical Reports	5		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
Open Space					GC 34090	
1400	023	Arborist Reports	P		GC 34090	
1400	024	Annual Biological Monitoring Reports	P		GC 34090	
1400	025	Open Space Preserve records	P	2	GC 34090	
1400	026	Tree Maintenance Inspections	P		GC 34090	
POLICE						
1500	000	Abandoned Vehicles	2		GC 34090	
1500	001	Accident Review Board Investigations - Preventable collisions • Resulting in discipline - Non-preventable collisions	 2 5 2		GC 34090	
1500	002	Animal Control Documents - Bite Reports / Quarantine / Cites - Vicious Dog Finding	 3 3		GC 34090	
1500	003	Arrest Files of Deceased Persons	2		GC 34090	
1500	004	Asset Seizure Records	CL + 2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	005	AVL (Auto Vehicle Location)	60 days		CIV 1798.90.51	Records will be purged unless the data has become, or it is reasonable to believe that it will become evidence in a criminal or civil action or is subject to a lawful action to product records
1500	006	Audio Recordings - 911 Calls Emergency Radio	100 days 2 2		GC 34090.6	
1500	007.1	Audits	5		GC 34090	Quarterly and Annual audits of property with PD property.
1500	007	Background files for City applicants not hired	5		GC 12946	
1500	008	Background Request with no history	2		GC 34090	
1500	009	Background Request with history	5		GC 12946	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	009.1	Body Worn Camera Footage (Routine footage & records that are not tagged as evidence in active criminal prosecution, held for litigation, nor retained for other reasons as required by law or police) Body Worn Camera Footage access and deletion records Body Worn Camera Footage – Officer involved shooting (non-fatal) Body Worn Camera Footage – Officer involved shooting (fatal)	2 (automatically purged at the 2 year mark from the date of recording) P CL + 10 P		PC 148.6, 832.18, 13010.5, 131012 and 13012.5 PC 801.S, 803(c) PC 801.S, 803(c)	Recordings containing evidence that may be relevant to criminal prosecution or other litigation should be retained for any additional period as required by law.
1500	009.2	In Car Camera Footage In Car Camera Footage access and deletion records In Car Camera Footage – Officer involved shooting (non-fatal) In Car Camera Footage -Officer involved shooting (fatal	2 P CL + 10 P		PC 148.6, 832.18, 13010.5, 131012 and 13012.5 PC 801.S, 803(c) PC 801.S, 803(c)	Recordings containing evidence that may be relevant to criminal prosecution or other litigation should be retained for any additional period as required by law.
1500	010	Encampment Debris Cleanups	2		GC 34090	
1500	011	CAD Incident/Calls for Service	2		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	011.1	Canine Training and Deployment Records	CL + 2			
1500	011.2	Case Files - FELONY - arson, murder, embezzlement of public monies, kidnap, treason, kidnapping for ransom, falsification of public records, child abuse substantiated, latent prints - FELONY – NOT capital crimes or crimes punishable by death/life imprisonment, latent prints - GENERAL – assault, financial crimes, drug files, robberies, MV theft, misdemeanor, services reports, latent prints	P CL + 10 CL + 5		PC 799, PC 11169 PC 804, 803.7, 368 (b)(1)(2)(3), W&I 15630, PC 288 (a), (b)(2), (c)(2)	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	011.3	Child Abuse – unsubstantiated	10		PC 11169(c) and 11179(a)(3)	Records with an investigative finding of substantiated are not purged unless the investigating agency modifies it's investigative findings to inconclusive or unfounded, or the record is sealed pursuant to section 389 or 781 of the Welfare and Institutions Code (Juvenile) or 851.8 PC (factually innocent)
1500	012	Citations	5		GC 34090	
1500	013	Complaints and any reports or finding related to the complaints - No sustained finding of misconduct - Sustained finding of misconduct Internal inquiry	 5 15 2		 PC 832.5 GC 34090	
1500	014	Court Transmittals	2		GC 34090	
1500	016	Death Investigation Reports where no suspicious circumstances were revealed during investigation	CL + 5		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	016.1	Department Manuals	2		GC 34090	
1500	017	Dispatch / Telephone / 911 calls printout	2		GC 34090	
1500	018	DMV, Suspended, Revoked Notices	3		GC 34090	
1500	018.1	Employee CLETS Training Records	CL + 1		CLETS	
1500	018.2	Employee disciplinary actions Employee inventory and equipment lists	CL + 5 CL + 5		GC 12946, 29 USC 1113, 29 CFR 1602.31, 1627.J(b)(1) and CCR 3204(d)(10	
1500	018.3	Employee sick leave, leave request and overtime forms	2		GC 34090	
1500	018.4	Employee training records (including LEFTA)	CL + 5		29 CFR 672.3(b)(1), 8 CCR3204 (d)(1), GC 12946, 34090	
1500	019	Equipment citations	3		GC 34090	
1500	020	Field Interview Cards	CL + 2		GC 34090	
1500	021	Gang Validation forms (not enough info to qualify OR the person had no gang contacts for 5 years)	5		H&S 11590, 11594	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	021.1	Informant Files	CL + 2		GC 34090	
1500	021.2	Intelligence Files	5		28 CFR 23.20(h)	
1500	021.3	Interior video surveillance - Continuous recording - Motion records	 3 days 30 days		GC 34090	
1500	022	Juvenile Disposition Forms/ Sealings	5		GC 68152(e)(1)	
1500	022.1	License Plate Reader Data	60 days		CVC 2413(b)	Auto purge set within the LPR system to match this
1500	023	LIDAR Enforcement Logs	2		GC 34090	
1500	023.1	Livescan applications	2		GC 34090	
1500	024	Marijuana Filings	2		GC 34090, H&S 11361.5, 11357, 11360	
1500	024.1	Mental Health Commitment (Reports of 5150)	CL + 2		WI 5152.2	
1500	025	Officer's Daily Activity Sheets	2			
1500	025.1	Park Exclusions	2		GC 34090	
1500	026	Parking violation citations / Reviews	2		GC 34090; GC 40215	
1500	027	Pawn Slips	2		B&P 21628; GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	028	Permits and Licenses – massage, temporary vendor, adult oriented businesses, alarm systems, residential parking, commercial parking, soliciting, ice cream vendors, taxi, bingo, domestic animals, golf cart	CL + 2		GC 34090	
1500	029	Personnel Files	CL + 5		GC 34090, 12946, 29 USC 1113, 29 CFR 1602.31, 1627.J(b)(1) and CCR 3204(d)(1)	
1500	030	Firearm - - Sales Reports - Lost/Stolen	2 Until Located		GC 34090	
1500	031	Police Surveillance Videos moved into Case Management (portions of routine, automated security video identified for retention rather than automatically overwritten or deleted)	1		GC 34090.7	In general, the police facility falls into the IT security footage. Items booked into PD Case Management are treated as evidence and purged accordingly.

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	032	Police Surveillance Videos not moved into Case Management	3 days , full recording; 30 days motion only		GC 34090.6	For uneventful, routine video recordings. Full recording is stored for 3 days; transitions to motion only retained for 30 days.
1500	033	Evidence/Property Destruction Logs	P		GC 34090	
1500	034	Radio Logs	7		GC 34090	
1500	035	Reports: • Stored/Impounded Vehicle Reports • Injury Attempt Suicide Reports • Lost and Found Reports • Missing Persons Reports - Located or Confirmed Deceased • Missing Persons Reports - Still Missing Services (Incident) Reports	CL + 2 CL + 2 CL + 5 P	2	GC 34090	
1500	036	Reports: • Non-Injury Accident Report • Injury Accident Reports • Felony Crime Monthly Statistic	7	2	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	037	Repossession Reports	2		GC 34090	
1500	038	Retraining Orders	CL		PC 273.5; PC 273.6; PC 646.9	PC 273.5 amended by SB 1005 (2016)
1500	038.1	Ride-along waiver forms	2		GC 34090	
1500	039	Subpoena Records - Third Party Preservation of Evidence Requests/Demands	C + 2 3		GC 34090	 3 years from date of incident or longer if additional retention requirements apply
1500	040	Swap Meet Seller forms	2		GC 34090	
1500	040.1	Registration - Arson - Sex - Deceased Sex	P CU		PC 457.1, W&I 781 RC 290, W&I 781 GC 68152(c)(2)	Department of Justice guidelines require permanent retention of the paperwork associated with the registration until the registrant becomes deceased.
1500	040.2	Stolen Vehicle reports	Until Recovered		CLETS	
1500	040.3	Traffic Accidents - Involving felony arrest or Fatals - Non Fatal	 P CL + 3		 PC 799 GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1500	040.4	Training Lesson Plans	30		29 CFR 1627.3(B)(1), CA OSHA	
1500	041	Use of Force - Resulting in Sustained Finding of misconduct as defined in SB16 - NOT resulting in Sustained Finding of misconduct as defined in SB16	15 5		PC 832.5	
1500	042	Vehicle Pursuit Reviews - Resulting in discipline NOT resulting in discipline	5 2		GC 34090	
PUBLIC WORKS						
Alternative Transportation						
1600	001	ADA Para Transit Files	CL + 1		GC 34090	
1600	002	Bicycle Path Files	10		GC 34090	
1600	003	Bus Shelter	CL + 3	2	GC 34090	
1600	004	Customer Complaints, Reports, Findings	FTA Review Period + 3		GC 34090	
1600	005	Discount Photo Card Applications	3		GC 34090	
1600		FTA Audit Materials	S + 1		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	006	Grant Files	CL + 3		GC 34090	
1600	007	Grants – Proposition 1B	CL + 35		GC 34090	
1600	008	Bus Video (moved into Case Management	2		GC 34090	
1600	009	Bus Video (not moved into Case Management	30 days		GC 34090	
1600	010	National Transit Database Report Files	FTA Review Period + 3		GC 34090	
1600	011	Passenger Incident Report	FTA Review Period + 3		GC 34090	
1600	013	Roseville Transit Boarding & Alighting Sheets	FTA Review Period + 3		GC 34090	
1600	016	Transit Contractors Monthly Reports	FTA Review Period + 3		GC 34090	
1600	017	Transit Pass Purchase Requests	2		GC 34090	
1600	018	Transportation Development Act Files	CL + 3		GC 34090	
1600	019	Transportation Planning Files	S + 2		GC 34090	
1600	020	Transportation Project Files	CL + 10		GC 34090	
1600	021	TSM Files – no TSM Plan, No Bikeway Issues and no Transit Issues	3	2	GC 34090	
1600	022	TSM Files – with TSM Plan, Bikeway Issues or Transit Issues	P	2	GC 34090	
1600	023	TSM Survey	6	2	GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	024	Daily Bus Reports	2	2	GC 34090	
Engineering						
1600	025	CIP	CL + 2 _____ For Federally Funded Projects CL + 3	CL + 2	GC 34090	Retention for Federally Funded projects starts from the date listed on final voucher issued from CalTrans
1600	026	Contract Administration Files	CL + 2 _____ For Federally Funded Projects CL + 3		GC 34090	
1600	027	Flood Control	20		GC 34090	
1600	027.1	REACH Fund – Private Donation Record	City Clerk P	2	GC 34090	
1600	028	Sidewalks & Curbs	CL + 2		GC 34090	
1600	029	Soil Reports	P		GC 34090	
1600	030	Specifications	P		GC 34090	
1600	030.1	Speed Surveys	20		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	031	Streets Projects/Assignments to Street Maintenance & Contractors	P	5	GC 34090	
1600	032	Traffic Files	2		GC 34090	
1600	034	Traffic Signals (Warrants & Timing)	P		GC 34090	
	035	Traffic Studies	P		GC 34090	
1600	036	USA's	2		GC 34090	
	037	Traffic Control Plans	2		GC 34090	
Facilities						
1600	037.1	Asset Transfer and Inventory forms	2	2	GC 34090	
1600	037.2	Cardkey Records	1	1	GC 34090	
1600	037.3	Facilities	10		GC 34090	
1600	037.4	Air Pollution Control District	2	2	GC 34090	
1600	037.5	Alarm Information	3		GC 34090	
1600	037.6	Fire Damage Repair Reports	3		GC 34090	
1600	037.7	Fire Inspection Reports	CL + 3		UFC 103.3..4; GC 34090	
1600	037.8	Fire Sprinkler Tests	5	2	UFC 103.3.4; GC 34090	
1600	037.9	Invoice Copies	2		GC 34090	
1600	037.10	Hazardous Materials manifests	P		GC 34090	
1600	037.11	Project Files	P		GC 34090	
1600	037.12	SPCC – Spill Prevention	P		GC 34090	

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS
1600	037.13	Tailgate Safety Meeting – sign in sheet	P		GC 34090	
Fleet Services						
1600	037.14	BIT Inspections (B,C,N,O,W & Y)	CL + 2		GC 34090	
1600	037.15	Equipment Auction Records	2		GC 34090	
1600	037.16	Equipment Sale/Trade Records (non-auction)	10		GC 34090	
1600	037.17	Equipment Title & Registration	CL		GC 34090	
1600	037.18	Fuel Tank Records	5		GC 34090	
Street Maintenance						
1600	038	Daily Worksheets, Stand-By Worksheets	2	2	GC 34090	
1600	039	Engineering Project Requests	2	2	GC 34090	
1600	040	Oversize Load Transportation Permits	2	2	GC 34090	
1600	041	Service Requests & Work Orders for Street Maintenance Assets	P		GC 34090	
1600	042	Traffic Control Plans	2	2	GC 34090	

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

DEPARTMENT/ DIVISION	CODE	RECORDS	ORIGINAL RETENTION	DUPLICATE RETENTION	CITATION	REMARKS

NON RECORDS

No Retention Schedule

DESCRIPTION OF RECORDS	COMMENTS
Instant Messaging / Text Messaging	Reference San Jose Ruling
Library Materials	
Non City Posters, Brochures and Flyers	
Non City Press Releases	
Price Lists, Catalogs, Brochures	
Publications from outside sources	
Testing and Development System	
Transitory Records/Drafts	
Website Contents & Records	

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.23
File #: 0500
Item ID: 2026-646

Title:	Legal Services Agreement
Contact:	Kelly Aye 916-774-5377 kaye@roseville.ca.us

SUMMARY

Staff recommends approval of an agreement with Remy Moose Manley LLP, to provide legal services on an as-needed basis. Expenses will be paid by the City Attorney's operating budget in the General Fund, or by other departments and funds as appropriate.

RECOMMENDATION

Staff recommends that the City Council adopt a resolution to approve an Agreement for Legal Services with Remy Moose Manley LLP, and authorize the City Manager to execute it on behalf of the City of Roseville.

BACKGROUND

The City of Roseville requires outside legal services from time to time to advise, assist, and represent the City as co-counsel with the City Attorney with respect to litigation, and to assist the City with respect to the California Environmental Quality Act (CEQA) and other environmental laws.

FISCAL IMPACT

Legal services provided by this contract will be dependent upon needs as they occur during the year and thus cannot be forecasted. All expenses will be paid from the City Attorney's operating budget, or by other departments and funds as appropriate.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects which have the potential to cause a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. (CEQA Guidelines §15061(b)(3)). Approval of an agreement for legal services meets the above criteria and is not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

Respectfully Submitted,
Kelly Aye, Paralegal

Michelle Sheidenberger, City Attorney

ATTACHMENTS:

1. Resolution 26-302
2. Agreement

REVIEWERS:

Kelly Aye, City Attorney Department	Created/Initiated - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/17/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/17/2026
Kelly Aye, City Attorney Department	Approved - 7/17/2026
Katrina Six, City Clerk Department	Approved - 7/20/2026
Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

RESOLUTION NO. 26-302

APPROVING AN AGREEMENT FOR LEGAL SERVICES, BY AND BETWEEN THE CITY OF ROSEVILLE AND REMY MOOSE MANLEY LLP, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, an Agreement for Legal Services, by and between the City of Roseville and Remy Moose Manley LLP, has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____
MAYOR

ATTEST:

_____

AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT is made and entered into this ___ day of _____, 20__, by and between the City of Roseville, a municipal corporation ("CITY"), and the law firm Remy Moose Manley, LLP, a California limited liability partnership ("ATTORNEY"); and

WITNESSETH:

WHEREAS, CITY from time to time is in need of attorneys to provide legal services and assistance to the Roseville City Attorney ("City Attorney"); and

WHEREAS, ATTORNEY is willing to provide such representation on an hourly and non-contingency fee basis.

NOW, THEREFORE, the parties agree as follows:

1. Scope of Services and Duties. CITY employs and retains ATTORNEY to provide legal services from time to time upon the request of the City Attorney to advise, assist and represent CITY as co-counsel with the City Attorney with respect to such litigation and transactional matters as may be referred to ATTORNEY by the City Attorney. ATTORNEY shall list the City Attorney as co-counsel of record on all pleadings and papers in referred cases, unless directed otherwise by the City Attorney.

Services shall also include an annual audit letter provided by ATTORNEY at no charge to CITY.

2. Specific Work Assignments. ATTORNEY shall receive work assignments from the City Attorney. The work assignments shall generally be communicated by written notice

from the City Attorney to ATTORNEY. If a work assignment is communicated orally, ATTORNEY shall provide a written confirmation to the City Attorney describing the work assignment.

ATTORNEY shall take reasonable steps to keep CITY (and City Attorney) informed in writing of progress and immediately following any significant developments and/or meetings, and to respond to CITY inquiries. ATTORNEY shall list the City Attorney as co-counsel of record on all pleadings and papers in referred cases. The City Attorney's Office shall be promptly provided a copy of all research work product, pleadings, briefs, documents and correspondence.

Work performed for CITY shall be performed by and/or supervised by attorneys who are approved by the City Attorney and experienced in the practice area in which the services are being performed.

3. Attorney-Client Relationship. This Agreement creates an attorney-client relationship between CITY and ATTORNEY. Accordingly, the legal services performed pursuant to this Agreement will be protected by the attorney-client privilege unless the CITY waives the privilege or a court determines that the legal services are not subject to the privilege.

4. Fees for Services. For legal services performed under this Agreement, CITY shall pay ATTORNEY in accordance with the following rates:

Senior Partners:	$550 per hour
Partners:	$525 per hour
Senior Associates:	$450 per hour
Associates:	$395 per hour
Paralegals:	$200 per hour
Law Clerks:	$200 per hour

Any proposed increase in the effective rates for future cases or matters must be preceded by at least a 90-day written notice to the City Attorney.

5. Costs and Expenses. In addition to compensation for fees, the CITY shall reimburse ATTORNEY for out-of-pocket costs and expenses actually incurred by ATTORNEY in connection with the legal services provided by ATTORNEY. Out-of-pocket costs and expenses, including, but not limited to, reasonable travel expenses, costs of serving pleadings, filing fees, other charges assessed by courts and other public agencies, court reporter's fees, jury and witness fees, computer-assisted research charges, consultant and expert witness fees.

Reproduction costs incurred in the normal course of business, postage, long distance phone charges and fax transmission charges shall be considered ATTORNEY overhead and not directly charged to CITY.

Research exceeding one hour and multiple revisions of documents relating to single topics, although understandably necessary in situations that are unique or extremely complex, must be avoided and are subject to being disallowed for payment unless approved in advance by the City Attorney.

6. Statements and Payments. ATTORNEY shall provide monthly invoices to the CITY for all fees and expenses. The invoice shall be itemized to include, at a minimum, the time spent by each service provider, the total time spent by each service provider, and a description of services performed during the itemization period. ATTORNEY shall keep time in $1/10^{th}$ of an hour increments. Invoices shall be considered due and payable upon receipt, and shall be overdue thirty (30) calendar days after receipt.

7. Term; Termination; Amendments. This Agreement shall be effective upon approval by the Roseville City Council and shall continue in effect until terminated by either party. This Agreement may be terminated by CITY, with or without cause, at any time upon written notice. However, ATTORNEY may terminate this Agreement only upon the consent of

CITY or upon sixty (60) calendar days' written notice. Upon termination, ATTORNEY shall turn over all client files to CITY.

There shall be no amendment or modification to this Agreement except by written agreement between the parties.

8. Certifications. ATTORNEY certifies that ATTORNEY accepts this employment because ATTORNEY has the time, energy and ability necessary to perform the duties required in an efficient, trustworthy and business-like manner. ATTORNEY certifies that ATTORNEY will do its utmost to serve CITY effectively and represent CITY's interests vigorously and efficiently. ATTORNEY certifies that neither ATTORNEY nor any of its personnel assigned under this Agreement has personal or financial interest in, nor any connection with, the matter or litigation which is the subject of this agreement, or with any of the personnel, officers, agents or employees of the parties to such matter or litigation.

9. Independent Contractor. ATTORNEY is and shall be considered an independent contractor with respect to the performance of legal services under this Agreement.

10. Insurance. ATTOREY agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE	LIMITS OF LIABILITY
Workers' Compensation	Statutory
Commercial General Liability	$2,000,000 each occurrence $4,000,000 aggregate Personal Injury: $2,000,000 each occurrence $4,000,000 aggregate
Automobile Liability	$1,000,000 combined single limit
Professional Liability (errors and omissions)	$2,000,000 per claim

a. Form. ATTORNEY shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. ATTORNEY shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of ATTORNEY. The additional insured coverage under the ATTORNEY's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. ATTORNEY shall provide ten (10) calendar days' written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply

on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subconsultants. ATTORNEY agrees to include in its contracts with all subconsultants the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subconsultant's work. Furthermore, ATTORNEY shall require its subconsultants to agree to be bound to ATTORNEY and CITY in the same manner and to the same extent as ATTORNEY is bound to CITY under this Agreement. Additionally, ATTORNEY shall obligate its subconsultants to comply with these same provisions with respect to any tertiary subconsultant, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subconsultant or tertiary subconsultant upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. ATTORNEY hereby agrees to waive subrogation which any insurer of ATTORNEY may acquire from ATTORNEY by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all worked performed by ATTORNEY, its employees, agents and subconsultants.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve ATTORNEY of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Indemnification. To the fullest extent allowed by law, ATTORNEY shall defend, indemnify, and save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of ATTORNEY's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from CITY's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed.

ATTORNEY's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

12. Notice. All notices, invoices, reports or other communication required by this Agreement shall be properly given if delivered in person, or sent by first class mail, facsimile, or overnight delivery to the following addresses:

CITY:	ATTORNEY:
Roseville City Attorney 311 Vernon Street Roseville, CA 95678	Remy Moose Manley, LLP 555 Capital Mall, Suite 800 Sacramento, CA 95814

Either party may amend its address for notice by giving notice to the other party.

13. Disclaimer of Guarantee. ATTORNEY has made no promises or guarantees to CITY about the outcome of CITY's matter, and nothing in this Agreement shall be construed as such a promise or guarantee. ATTORNEY's comments about the outcome of CITY's matter are expressions of opinion only.

14. Assignment. Neither party to this Agreement shall assign any of its rights or obligations under this Agreement, except with the prior written consent of the other party. No assignment of this Agreement shall relieve the assigning party of any of its obligations under this Agreement until such obligations have been assumed by the assignee. Any assignment in violation of this paragraph shall be void.

15. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

16. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

17. Integrated Agreement. This is an integrated Agreement and contains all of the terms, considerations, understandings and promises of the parties. It shall be read as whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ___ day of _____, 20__, and ATTORNEY has caused this Agreement to be executed.

CITY OF ROSEVILLE, a municipal corporation:

BY: _____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney

REMY MOOSE MANLEY, a California limited liability partnership

BY: _____

its: CHRISTINA L. BERGLUND, PARTNER

and

BY: _____

its: _____

City Council Communication

Meeting Date: 8/5/2026
Item #: VI.24
File #: 0102-03
Item ID: 2026-654

Title:	Minutes of Prior Meetings
Contact:	Arleta Wagenhals 916-774-5200 amswagenhals@roseville.ca.us

SUMMARY
Staff recommends approval of the minutes of the July 15, 2026 City Council Meeting.

RECOMMENDATION
Staff recommends approval of the minutes of the July 15, 2026 City Council Meeting.

BACKGROUND
Not Applicable.

FISCAL IMPACT
There is no fiscal impact associated with this request.

ENVIRONMENTAL REVIEW
The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment, or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The City Council minutes are not subject to CEQA. No additional environmental review is required.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS
6. Deliver exceptional City services

Respectfully Submitted,
Arleta Wagenhals, City Clerk Technician

Carmen Avalos, City Clerk

ATTACHMENTS:
1. July 15, 2026 City Council Meeting_Minutes_

REVIEWERS:

Arleta Wagenhals, City Clerk Department	Created/Initiated - 7/22/2026
Katrina Six, City Clerk Department	Final Approval - 7/22/2026

Krista Bernasconi, Mayor
Karen Alvord, Vice Mayor
Bruce Houdesheldt, Councilmember
Tracy Mendonsa, Councilmember
Pauline Roccucci, Councilmember
Dominick Casey, City Manager
Michelle Sheidenberger, City Attorney
Carmen Avalos, City Clerk

MINUTES

City Council Regular Meeting
July 15, 2026
6:00 PM
City Council Chambers, 311 Vernon Street

I. CALL TO ORDER

Mayor Bernasconi called the meeting to order at 6:00 P.M.

II. ROLL CALL

Present: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Mayor Bernasconi.
Absent: Councilmember Roccucci.

III. PLEDGE OF ALLEGIANCE

Economic Development Director Melissa Anguiano led the Pledge of Allegiance.

IV. MEETING PROCEDURES

City Clerk Carmen Avalos announced the procedures for addressing the City Council.

V. PUBLIC COMMENTS

This is an opportunity to make a public comment on non-agenda items.

This is the first opportunity to make a public comment on non-agenda items.

Tara Minnick - spoke on homeless issues on her street.

Kate Rosenlieb - spoke on cellphone coverage in her area.

Rick Broffman - spoke on traffic and noise concerns on Fiddyment

VI. CONSENT CALENDAR

Motion by Councilmember Houdesheldt, seconded by Councilmember Mendonsa, to approve the Consent Calendar as recommended. The motion passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Mayor Bernasconi.

Absent: Councilmember Roccucci

1. **Incident Reporting, Electronic Record and Patient Care Management System - Contract Purchase Agreement Amendment** (FIRE DEPARTMENT)

   Summary: Staff recommends approval of an amendment to add three (3) additional modules to the existing contract purchase agreement with ImageTrend, LLC for the fire department incident reporting, electronic record and patient care management system. The total cost of the amended agreement is $230,606.10, which includes a cost of $16,100.00 for the additional modules with subscription dates of August 1, 2026, to January 14, 2027. Funding for this reporting system is included in the Fire Department's FY2026-27 General Fund budget and will be recommended for approval in future budgets.

   CONTACT: Jamie Pepin 916-774-5400 jpepin@roseville.ca.us

   The City Council will consider the recommendation to:

   a. Adopt Resolution No. 26-279 approving a contract purchase agreement amendment, by and between the City of Roseville and ImageTrend, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

2. **Johnson Pool Renovation - Notice of Completion** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

   Summary: Staff recommends approval of the Notice of Completion for the Johnson Pool Renovation Project. The total cost of the construction contract with Abide Builders, Inc. is $4,297,885.

   CONTACT: Heather Buck 916-774-5254 hcbuck@roseville.ca.us

   The City Council will consider the recommendation to:

   a. Adopt Resolution No. 26-255 accepting the Public Work known as the Johnson Pool Renovation Project, approving the "Notice of Completion", and authorizing the Parks, Recreation and Libraries Director to execute said Notice on behalf of the City of Roseville.

3. **On-Call Qualified Stormwater Pollution Prevention Plan Developer and Qualified Stormwater Pollution Prevention Plan Practitioner Services - On-Call Professional Services Agreement** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

   Summary: Staff recommends approval of an on-call professional services agreement with HydroCompliance for On-Call Qualified Stormwater Pollution Prevention Plan Developer and Qualified Stormwater Pollution Prevention Plan Practitioner services and authorize the City Manager to execute the base agreement and the agreements’ optional extensions based on approved budgets. Work performed under this professional agreement will be paid using developer fees, capital rehabilitation funds and/or capital improvement project budgets.

   CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-271 approving an on-call professional services agreement, by and between the City of Roseville and HydroCompliance, and authorizing the City Manager to execute it on behalf of the City of Roseville.

4. **Woodbridge Park Tennis & Pickleball Court Renovation Project - Spending Authority Increase and Budget Adjustment** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of a budget adjustment in the amount of $120,000 to increase the Woodbridge Park Tennis & Pickleball Court Renovation Project, utilizing available funds from the Parks, Recreation, and Library Capital Projects Fund, and to authorize a corresponding increase in spending authority to support the additional project costs. The current project budget is $350,000. With this adjustment, the revised project budget will total $470,000.

CONTACT: Josh Cervantes 916-746-1233 jrcervantes@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-272 approving an increase in spending authority; and

b. Adopt Ordinance No. 7089 authorizing certain amendments to the fiscal year 2026-27 budget and declaring this ordinance to be immediately effective as an appropriation measure.

5. **Special Inspections & Materials Testing Services - On-Call Professional Services Agreement** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of an on-call professional services agreement with ENGEO for special inspections and materials testing services with a not-to-exceed amount of $250,000 per year. Work performed under this professional agreement will be paid using developer fees, capital rehabilitation funds and/or capital improvement project budgets. Staff additionally requests authority for the City Manager or his designee to execute four (4) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until staff determines that continuing with this consultant is not in the best interest of the City.

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-266 approving an on-call professional services agreement, by and between the City of Roseville and ENGEO, and authorizing the City Manager to execute it on behalf of the City of Roseville.

6. **On-Call Landscape Architectural Services – Professional Design Services Agreements** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of on-call professional design services agreements with Callander Associates Landscape Architecture, Inc., Fuhrman Leamy Land Group, Verde Design, Inc. and Wood Rodgers, Inc. for On-Call Landscape Architectural Services for a not-to-exceed amount of $350,000 per agreement with two optional renewals years. Work performed under these professional agreements will be paid using developer fees, capital rehabilitation funds and/or capital improvement project budgets.

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-259 approving an on-call professional design services agreement, by and between the City of Roseville and Callander Associates Landscape Architecture, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville; and

b. Adopt Resolution No. 26-260 approving an on-call professional design services agreement, by and between the City of Roseville and Fuhrman Leamy Land Group, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

c. Adopt Resolution No. 26-261 approving an on-call professional design services agreement, by and between the City of Roseville and Verde Design, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville; and

d. Adopt Resolution No. 26-262 approving an on-call professional design services agreement, by and between the City of Roseville and Wood Rodgers, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

7. Housing Capacity Analysis and Housing Element Support - On-Call Professional Services Agreement (DEVELOPMENT SERVICES - PLANNING)

Summary: Staff recommends approval of an on-call professional services agreement with Ascent Environmental, Inc. in the amount of $449,860 to prepare a housing capacity analysis, provide support during the Regional Housing Needs Allocation process which begins in August 2026, and support preparing and implementing the City's 7th Cycle Housing Element which will be due in May 2029. The contract is fully funded by existing General Plan Update Fee revenue.

CONTACT: Lauren Hocker 916-774-5272 lhocker@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-257 approving a on-call professional services agreement, by and between the City of Roseville and Ascent Environmental, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

8. Assistance to Firefighters Grant Program - Sole Source Professional Services Agreement (FIRE DEPARTMENT)

Summary: Staff recommends approval of a sole source professional services agreement with Life Extension Clinics, Inc. dba Life Scan Wellness Centers to provide specialty physicals for the Fire Department staff for a not-to-exceed amount of $175,831 for fiscal year (FY) 2026-27. Life Scan Wellness Centers is the exclusive provider of the Life Scan Wellness Program, a specialized public safety wellness program and occupational medical system designed specifically for firefighter health evaluations. This agreement will be funded by the FY24 Federal Emergency Management Agency Assistance to Firefighters Grant – EMW-2024-FG-00310, and from the FY2026-27 Fire Department General Fund budget.

CONTACT: Jamie Pepin 916-774-5400 jpepin@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-263 approving a sole source professional services agreement, by and between the City of Roseville and Life Extension Clinics, Inc. dba Life Scan Wellness Centers, and authorizing the City Manager to execute it on behalf of the City of Roseville.

9. Firehouse Subs Public Safety Foundation - Grant Application Approval (FIRE DEPARTMENT)

Summary: Staff recommends approval to pursue a grant through Firehouse Subs Public Safety Foundation to support the purchase of new rescue extrication equipment. This equipment is essential for providing rapid and effective response during vehicle collisions and other technical rescue incidents. The department's current extrication tools have exceeded their expected service life, resulting in decreased efficiency, higher maintenance needs, and potential reliability concerns during critical operations. The total estimated cost for the replacement equipment is $39,870.52 which will include (1) one TR50 Telescopic Ram, (1) one PCU50 Cutter, (1) one PSP40 Spreader, and (1) one PBPA288 Battery. Securing this grant will allow the department to replace outdated tools with modern, safer, and more capable equipment, ultimately supporting improved service to the community and enhancing firefighter and public safety.

CONTACT: Josh Marone 916-774-4759 jmarone@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-273 approving a grant application to Firehouse Subs Public Safety Foundation for the Fiscal Year 2026 Firehouse Grant, and authorizing the City Manager or Designee to execute all related forms and agreements necessary to comply with all grant terms and conditions.

10. Second Reading - Zoning and Subdivision Ordinance - Roseville Municipal Code Updates (DEVELOPMENT SERVICES - PLANNING)

Summary: Staff recommends approval an ordinance amending Chapter 18.05 of the Roseville Municipal Code regarding Ministerial Multifamily Maps; and approval of an ordinance for second reading amending Chapters 19.10, 19.12, and 19.28 of the Roseville Municipal Code regarding Residential Zone Permitted Use Types, Commercial Zone Permitted Use Types, and Density Bonus Regulations. The proposed ordinance amendments will have no impact on the City's General Fund.

CONTACT: Eric Singer 916-774-5536 ejsinger@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Ordinance No. 7085 amending Chapter 18.05 of Title 18 of the Roseville Municipal Code regarding tentative map applications - Ministerial; and

b. Adopt Ordinance No. 7086 amending Section 19.10.020 of Chapter 19.10 of Title 19 of the Roseville Municipal Code regarding Residential Zones, and Section 19.12.020 of Chapter 19.12 of Title 19 of the Roseville Municipal Code regarding Commercial Zones, and Chapter 19.28 of Title 19 of the Roseville Municipal Code regarding Residential Density Bonus.

11. Monitoring and Transmitting Equipment and Parts - Sole Source Purchase Order (ENVIRONMENTAL UTILITIES DEPARTMENT - WASTEWATER)

Summary: Staff recommends approval of a sole source purchase order including four (4) additional one-year renewals with Rust Automation and Controls Inc. for the procurement of Endress+Hauser monitoring and transmitting equipment, supporting Environmental Utility Department's Supervisory Control and Data Acquisition network and automation systems. The Environmental Utilities Department has standardized on high-performance transmitting and monitoring sensors with Endress+Hauser equipment. Rust Automation and Control Inc. is the exclusive manufacturer's representative for the state. The estimated annual cost is $300,000, and the estimated total not-to-exceed cost, including the renewals, is $1,500,000. Funding will be provided from the Environmental Utilities Department's annual approved budgets for the Water Operations Fund and Wastewater Operations Fund.

CONTACT: Blaine Wiegel 916-746-1833 bwiegel@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-274 approving a sole source purchase order for monitoring and transmitting equipment and parts.

12. Ultraviolet Disinfection Equipment – Sole Source Annual Purchase Order (ENVIRONMENTAL UTILITIES DEPARTMENT - TECHNICAL SERVICES)

Summary: Staff recommends approval of a sole source purchase order including four (4) additional one-year renewals with Trojan Technologies Corp. for supply of repair parts and replacement components for the ultraviolet disinfection system at the Dry Creek Wastewater Treatment Plant and Pleasant Grove Wastewater Treatment Plant. Trojan Technologies Corp. is the sole supplier of validated replacement parts required to maintain system performance and meet regulatory requirements. The total cost of the purchase order is not to exceed $1,000,000 per year with a total of $5,000,000 over five years. Funding will be provided from the Environmental Utilities Department's annual approved budgets for the Wastewater Operations Fund.

CONTACT: Katherine Gettings 916-746-1865 kgettings@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-275 approving a sole source purchase order for ultraviolet disinfection equipment.

13. Dry Creek Wastewater Treatment Plant Foul Air Collection System and Biofilter Rehabilitation Project - Design-Assist Construction Contract and Budget Adjustment (ENVIRONMENTAL UTILITIES DEPARTMENT - TECHNICAL SERVICES)

Summary: Staff recommends approval of a design-assist construction agreement with Myers & Sons Construction to provide the construction services for the Dry Creek Wastewater Treatment Plant Foul Air Collection System and Biofilter Rehabilitation Project in the amount of $10,101,101. Staff also recommends authorization for the City Manager or his designee to approve and pay for contract change orders for the Design-Assist and Construction Agreement that could increase the original contract amount by no more than 10% or $1,010,110. In addition, staff recommends approval of a budget adjustment to transfer $7,300,000 from the Wastewater Operations Fund to the Wastewater Regional Rehabilitation Fund to help fund the remaining work on this project, which is funded by the Wastewater Regional Rehabilitation Fund, and increase the project budget to $12,400,000. Since this is a regional wastewater project, the Wastewater Rehabilitation Fund will be reimbursed for approximately 35 percent of the project's actual cost from its partners, the South Placer Municipal Utility District and Placer County.

CONTACT: Jeremy Snyder 916-746-1829 jsnyder@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-276 approving a design-assist construction agreement, by and between the City of Roseville and Myers & Sons Construction, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

b. Adopt Ordinance No. 7090 authorizing certain amendments to the fiscal year 2026-27 budget and declaring this ordinance to be immediately effective as an appropriation measure.

14. Wastewater Collections Main Lining Materials - Purchase Order (ENVIRONMENTAL UTILITIES DEPARTMENT - WASTEWATER)

Summary: Staff recommends approval of an annual open purchase order with Vortex Services, LLC utilizing the Helping Governments Across the Country (H-GAC) contract #TP07-25, including 2 additional (1) year renewals to purchase collection system main lining materials. The estimated total cost of the purchase order for the first year is $350,000 and the total not-to-exceed cost, including the renewals, is $1,160,000. Funding will be provided from the Environmental Utilities Department's annual approved budget for the Sewer Collection System Cured-in-Place-Pipe Rehabilitation Project in the Wastewater Rehabilitation Fund.

CONTACT: Tracie Mueller 916-774-5688 trmueller@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-277 approving a purchase order for wastewater collections main lining materials.

15. Sewer Lift Station 19 Force Main Condition Assessment - Professional Services Agreement (ENVIRONMENTAL UTILITIES DEPARTMENT - WASTEWATER)

Summary: Staff recommends approval and award of a professional services agreement to SFE Global in the amount of $151,750 for a comprehensive inline condition assessment of the Sewer Lift Station 19 force main. This work is part of an Enhanced Compliance Action Project, in agreement with the Central Valley Regional Water Quality Control Board. Funding for this agreement is provided by the Wastewater Rehabilitation Fund.

CONTACT: Kyle Drury kjdrury@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-278 approving a professional services agreement, by and between the City of Roseville and SFE Global, and authorizing the City Manager to execute it on behalf of the City of Roseville.

16. Waste Services Cost-of-Services Rate Study – Professional Services Agreement (ENVIRONMENTAL UTILITIES DEPARTMENT)

Summary: Staff recommends approval of a professional services agreement with HF&H Consultants, LLC. in the amount of $123,977 to conduct a cost-of-service rate study for Waste Services. Additionally, authorize the City Manager or designee, to approve change order requests up to ten percent (10%) of the contract amount or $12,398. The contingency is recommended to address complexities that may arise during the cost-of-service rate study process. Funding for this agreement is included in the Environmental Utilities Department’s FY2026-27 annual budget in the Waste Services Operations fund.

CONTACT: Joseph Barrow 916-746-1732 jlbarrow@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-256 approving a professional services agreement, by and between the City of Roseville and HF&H Consultants, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

17. UC Davis Continuing Professional Education - Training Services Agreement (ELECTRIC DEPARTMENT - FINANCIAL & ADMINISTRATIVE)

Summary: Staff recommends approval of a Training Services Agreement with University of California Davis in the amount of $82,000 to provide a customized in-person leadership program to a cohort of Electric Utility employees to enhance communication, build leadership capability, and support a more engaged and well-prepared employee community. Funding is included in the Electric Department's FY2026-27 budget in the Electric Fund.

CONTACT: Matt Nelson 916-774-5618 mnelson@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-283 approving a training services agreement, by and between the City of Roseville and The Regents of the University of California on behalf of its Davis Campus Continuing and Professional Education, and authorizing the City Manager to execute it on behalf of the City of Roseville.

18. Roseville Parkway Widening - Phase 1 Project - Award of Contract and Budget Adjustment (PUBLIC WORKS DEPARTMENT - ENGINEERING - CITY PROJECTS)

Summary: Staff recommends approval of a construction agreement with Central Valley Engineering & Asphalt, Inc. in the amount of $3,658,269 for the construction of the Roseville Parkway Widening - Phase 1 Project, and approval of a budget adjustment to fully fund the construction in the amount of $1,750,000 from the North Central Roseville Community Facilities District No. 1 and Traffic Mitigation Funds. The scope of the Project consists of widening portions of Roseville Parkway from West Drive to Creekside Ridge Drive and adding a third left-turn lane at southbound Pleasant Grove Boulevard onto eastbound Roseville Parkway. Improvements also include modifications to existing traffic signals, sidewalks, curb and gutter, updated signing and striping, and necessary utility adjustments. Work is expected to begin summer 2026 and be completed by early 2027. This project is also supported by funding previously appropriated from the North Central Roseville Community Facilities District No. 1. No General Fund resources will be used for the project.

CONTACT: Karen Vences 916-774-5412 kavences@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-258 approving an agreement, by and between the City of Roseville and Central Valley Engineering & Asphalt, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville; and

b. Adopt Ordinance No. 7088 authorizing certain amendments to the fiscal year 2026-27 budget and declaring this ordinance to be immediately effective as an appropriation measure.

19. Asphalt Products (RFQ 10-3447) - Reject all Bids (FINANCE DEPARTMENT - PURCHASING)

Summary: Staff recommends that all bids received for Request for Quotations (RFQ) 10-3447 for Asphalt Products be rejected. During review, Public Works Department (PWD) staff determined the bid specifications should have included a “commercial grade” mix, in addition to the "performance grade" mix. PWD will revise the specifications and issue a new RFQ at a later date. There is no fiscal impact at this time, as there will be no purchase order awarded.

CONTACT: Sue Jessup 916-746-1107 sjessup@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-265 rejecting all bids for RFQ 10-3447 for asphalt products.

20. Security Guard Services — Contract Purchase Agreement (FINANCE DEPARTMENT - PURCHASING)

Summary: Staff recommends approval of a contract purchase agreement with American Guard Services, Inc. for security guard services piggybacking on the County of Riverside contract number RIVCO-99046-025-06/28. Staff also recommends authorization for the City Manager or his designee to execute one additional one-year renewal under the same Riverside County contract without further Council approval, based on staff's determination that continued use of this service is in the City's best interest and contingent upon Council approval of adequate funding in the budget for that year. Funding for these services is included in the Public Works Department budget in the General Fund, the Electric Department's Electric Construction and Maintenance budget in the Electric Fund, and the Pleasant Grove Wastewater Treatment Plant's operating budget in the Wastewater Operations Fund. The estimated expenditure on these services in FY2026-27 is $742,000.

CONTACT: Joanna Oukrop 916-746-1102 joukrop@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-267 approving an agreement, by and between the City of Roseville and American Guard Services, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

21. Tax Revenue Consulting Services - Extending Authorization of Examination and Professional Services Agreement Amendment (FINANCE DEPARTMENT)

Summary: Staff recommends approval of a fifth amendment to the professional services agreement with MuniServices, LLC extending the term of the agreement to the earlier of the conclusion of their services rendered for Tax Revenue Consulting Services, or December 31, 2026. There are adequate resources in the Finance Department's General Fund budget for this agreement.

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-268 temporarily extending authorization of the examination of sales or transactions and use tax records; and

b. Adopt Resolution No. 26-269 approving a fifth amendment to professional services agreement, by and between the City of Roseville and Muniservices LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

22. Sierra Vista Specific Plan Parcel JM-30 - Summary Vacation (DEVELOPMENT SERVICES - PLANNING)

Summary: Staff recommends approval to summarily vacate an existing 25-foot-wide public utility easement for an apartment project located at 4950 Upland Drive, and to authorize the City Manager to execute any related documents necessary to facilitate the summary vacation. These actions have no fiscal impact on the City's General Fund.

CONTACT: Kinarik Shallago 916-746-1309 kshallago@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-270 ordering summary vacation of a public utility easement at 4950 Upland Drive.

23. Baseline Marketplace Final Map (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Baseline Marketplace Final map. Engineering has completed its review of the final map and found that it is in compliance with the approved tentative map. This map will create 22 commercial lots. The map will also create separate public utility and pedestrian easements. The actions requested have no fiscal impact to the City's General Fund.

CONTACT: Jeff Hendrix 916-774-5463 jhendrix@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve the final map on file with the City Clerk; and

b. Accept on behalf of the public, the public easements offered thereon.

24. MissionSquare Retirement - Administrative Services Agreement (HUMAN RESOURCES DEPARTMENT)

Summary: Staff recommends approval of a four-year administrative services agreement with ICMA-RC Services LLC dba MissionSquare Retirement to administer the City's retirement plan and the VantageCare Retirement Health Savings Plan from July 15, 2026, through July 15, 2030, and authorize the City Manager or designee to execute three (3) additional one (1) year renewals of the agreement without further City Council approval. There is a cost savings on administrative fees for plan participants and no fiscal impact to the City.

CONTACT: Stacey Peterson 916-774-5374 slpeterson@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-281 approving an administrative services agreement, by and between the City of Roseville and ICMA-RC Services LLC dba MissionSquare Retirement, and authorizing the City Manager to execute it on behalf of the City of Roseville.

25. Staffing and Salary Schedule Updates (HUMAN RESOURCES DEPARTMENT)

Summary: Staff recommends approval of the Roseville Police Association A & B salary schedules, the Temporary salary schedule, and the City position allocation schedule. The fiscal impact to the General Fund for the remainder of Fiscal Year 2026-27 will be a cost savings of $12,092, and the cost impact on the Water Operations Fund will be $9,940, which can be absorbed by existing appropriations. The costs of the temporary salary increases were included in the adopted FY2026-27 budget. Therefore, no budget adjustment is required at this time. Beyond this fiscal year, the recommended changes have an annual ongoing impact of $12,575 savings on the General Fund and $10,338 cost on the Water Operations Fund.

CONTACT: Macy Dippert 916-774-5215 mdippert@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Ordinance No. 7091 amending Ordinance No. 7060, the salary ordinance for non-sworn employees represented by the Roseville Police Association, as amended by appendix "I" to be effective July 25, 2026, as an urgency measure; and

b. Adopt Ordinance No. 7092 amending Ordinance No. 7061, the salary ordinance for Seasonal/Temporary Employees, as amended by appendix "D" to be effective July 25, 2026, as an urgency measure; and

c. Approve the attached Citywide position allocation schedule effective July 25, 2026.

26. Letter of Support for Union Pacific – Norfolk Southern Merger Application (PUBLIC AFFAIRS AND COMMUNICATIONS DEPARTMENT)

Summary: Staff recommends approval of a letter supporting the proposed merger between Union Pacific Railroad and Norfolk Southern Corporation for submission to the Surface Transportation Board. The letter highlights Roseville's longstanding relationship with Union Pacific, the significance of the Roseville Rail Yard to the local and regional economy, and the potential benefits of a more connected national freight rail network.

CONTACT: Rob Baquera 916-746-1170 rbaquera@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-264 supporting the Union Pacific - Norfolk Southern Merger Application.

27. Network Switches (RFQ 10-3440) - Purchase Order and Budget Adjustment (FINANCE DEPARTMENT - PURCHASING)

Summary: Staff recommends approval of a purchase order with ConvergeOne, Inc., the lowest responsive and responsible bidder, for the purchase of network switches in response to Request for Quotations (RFQ) No. 10-3440. The purchase order totals $1,463,962.53 plus $83,420.37 in sales tax, for a grand total of $1,547,382.90. The purchase will be funded through the Network

Switch Replacement Capital Improvement Project (CIP). Staff also recommends approval of a budget adjustment of $547,383 to the Network Switch Replacement CIP to fully fund the project. The current project budget is $1,132,550. This adjustment will increase the total project budget to $1,679,933 from various City funds, providing sufficient funding for the purchase and related project costs.

CONTACT: Erica Kaminski 916-746-1108 enkaminski@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve a purchase order with ConvergeOne, Inc.; and

b. Adopt Ordinance No. 7093 authorizing certain amendments to the fiscal year 2025-26 budget and declaring this ordinance to be immediately effective as an appropriation measure.

28. Minutes of Prior Meetings (CITY CLERK DEPARTMENT)

Summary: Staff recommends approval of the minutes of the February 23, 2026 City Council Strategic Planning Workshop, May 27, 2026 Budget Workshop, June 17, 2026 City Council Closed Session and City Council Meeting.

CONTACT: Adilia Keller 916-774-5265 amkeller@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve minutes of the February 23, 2026 City Council Strategic Planning Workshop, May 27, 2026 Budget Workshop, June 17, 2026 City Council Closed Session and City Council Meeting.

END OF CONSENT CALENDAR

VII. PRESENTATIONS/REPORTS

29. Roseville Traffic Garden - Capital Improvement Project Approval and Budget Adjustment (PUBLIC WORKS DEPARTMENT - TRANSPORTATION)

Summary: Staff recommends authorization to establish a new Capital Improvement Project to design, construct, and install a traffic garden and approval of a budget adjustment in the amount of $247,821. Traffic gardens are scaled-down street networks painted on asphalt that provide children and new riders with a safe, car-free environment to practice biking and pedestrian safety skills. The recommended project qualifies as an eligible expenditure under the Transportation Fund. Adequate available resources are available within the fund to support the project and its associated costs. No General Fund resources will be used for this project.

CONTACT: Suzanne Engelke 916-746-1289 sengelke@roseville.ca.us

The City Council will consider the recommendation to:

a. Authorize the establishment of a new Capital Improvement Project; and

b. Adopt Ordinance No. 7087 authorizing certain amendments to the fiscal year 2026-27 budget and declaring this ordinance to be immediately effective as an appropriation measure.

Public Works Director Jason Shykowski introduced Associate Transportation Planner Suzanne Engelke who made the presentation to City Council.

No public comment received.

Motion by Vice Mayor Alvord, seconded by Councilmember Mendonsa, to adopt Ordinance No. 7087 authorizing certain amendments to the fiscal year 2026-27 budget and declaring this ordinance to be immediately effective as an appropriation measure. The motion passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Mayor Bernasconi.
Absent: Councilmember Roccucci.

30. Hewlett Packard Campus Oaks Community Facilities District No. 1 - Bond Refunding (FINANCE DEPARTMENT)

Summary: Staff recommends authorization of the issuance of Special Tax Refunding Bonds for Hewlett Packard (HP) Campus Oaks Community Facilities District (CFD) No. 1 (Public Facilities), approving and directing the execution of a Fiscal Agent Agreement, approving the form of the preliminary official statement, approving the sale of such bonds pursuant to Bond Purchase Agreement, and approving other related documents and actions. Refunding the HP Campus Oaks CFD No. 1 bonds is currently projected to generate a net present value savings of approximately 8.75% (or $1.4 million). The savings will be used to fund eligible improvements and/or provide annual tax savings to property owners. There will be no fiscal impact on the General Fund as all bond issuance costs will be paid from bond proceeds.

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-282 authorizing the issuance of Special Tax Refunding Bonds for and on behalf of the City of Roseville HP Campus Oaks Community Facilities District No.1 (Public Facilities), approving and directing the execution of a Fiscal Agent Agreement, approving the form of Preliminary Official Statement, approving the sale of such bonds pursuant to a Bond Purchase Agreement, and approving other related documents and actions.

Management Analyst Jeannine Thrash made the presentation to City Council.

No public comment received.

Motion by Councilmember Houdesheldt, seconded by Vice Mayor Alvord, to adopt Resolution No. 26-282 authorizing the issuance of Special Tax Refunding Bonds for and on behalf of the City of Roseville HP Campus Oaks Community Facilities District No. 1 (Public Facilities), approving and directing the execution of a Fiscal Agent Agreement, approving the form of Preliminary

Official Statement, approving the sale of such bonds pursuant to a Bond Purchase Agreement, and approving other related documents and actions. The motion passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Mayor Bernasconi.
Absent: Councilmember Roccucci.

31. Certified Water Distribution Operator Pilot Program - Memorandum of Understanding
(ENVIRONMENTAL UTILITIES DEPARTMENT)

Summary: Staff recommends approval of a Memorandum of Understanding with Roseville Joint Union High School District's Roseville Adult School to collaborate on local career awareness and certification training in the water utility sector. This proposed relationship can be implemented and maintained within existing budgeted resources in the Water Utility operating budget which is funded by utility sales deposited in the Water Operations Fund.

CONTACT: Sean Bigley 916-774-5714 sbigley@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 26-280 approving a memorandum of understanding, by and between the City of Roseville and Roseville Joint Union High School District, and authorizing the City Manager to execute it on behalf of the City of Roseville.

Environmental Utilities Director Sean Bigley made the presentation to City Council.

Assistant Principal Jason Harm from Roseville Adult School spoke in support of the program.

Motion by Councilmember Houdesheldt, seconded by Vice Mayor Alvord, to adopt Resolution No. 26-280 approving a memorandum of understanding, by and between the City of Roseville and Roseville Joint Union High School District, and authorizing the City Manager to execute it on behalf of the City of Roseville. The motion passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Mayor Bernasconi.
Absent: Councilmember Roccucci.

VIII. STAFF/COUNCIL REPORTS

City Attorney Michelle Sheidenberger reviewed SB707 guidelines for the public.

Councilmember Houdesheldt spoke on various community events.

Regional Water Authority Meeting - Vice Mayor Alvord reported on attendance.

Law & Regulation Committee Meeting - Councilmember Mendonsa reported on attendance.

Placer Economic Development Advisory Committee Meeting - Councilmember Mendonsa reported on attendance.

Highway 65 Joint Powers Authority Meeting - Councilmember Mendonsa reported on attendance.

Councilmember Mendonsa spoke on various community events.

Mayor Bernasconi spoke on various community events.

IX. ADJOURNMENT

Mayor Bernasconi adjourned the meeting at 6:50 P.M.

City Council Communication

Meeting Date: 8/5/2026
Item #: VII.25
File #: 0215
Item ID: 2026-585

Title:	Water and Local Wastewater Connection Fees, Solid Waste Impact Fee, and Non-Exclusive Franchise Hauler Permit Fee Adjustments - Public Hearing and Roseville Municipal Code Update
Contact:	Archana Wagley 916-746-1704 aswagley@roseville.ca.us

SUMMARY

Staff recommends that the City Council adopt a nexus study and introduce for first reading an ordinance amending sections pertaining to the Water Connection Fee (§14.08.025 and §14.08.026), Local Wastewater (Sewer) Connection Fee (§14.16.060), Solid Waste Impact Fee (§9.12.100) and Franchise Hauler Fee (§9.17.040) of the Roseville Municipal Code. The proposed changes are to update the Water Connection Fee, Local Wastewater Connection Fee, Solid Waste Impact Fee and Non-Exclusive Franchise Hauler Permit Fee along with corresponding Roseville municipal code changes.

RECOMMENDATION

Staff recommends that the City Council:

1. Hold the public hearing to receive public comments and respond to questions regarding the proposed adjustments to the Water, and Local Wastewater Connection Fees, Solid Waste Impact Fee and Non-Exclusive Franchise Hauler Permit Fee,
2. Adopt the nexus study,
3. Introduce for first reading an ordinance amending Section 9.12.100 of Chapter 9.12 of Title 9 of the Roseville Municipal Code regarding the Health and Safety – Solid Waste Impact Fee, Section 9.17.040 of Chapter 9.17 of Title 9 of the Roseville Municipal Code regarding Franchise Term and Franchise Fee, Sections 14.08.025 and 14.08.026 of Chapter 14.08 of Title 14 of the Roseville Municipal Code regarding Water Connection Fees and Standard Connection Fees, and Section 14.16.060 of Chapter 14.16 of Title 14 of the Roseville Municipal Code regarding the Local Sewer Connection Fee.

BACKGROUND

Environmental Utilities periodically reviews and updates connection and capacity fees to support a thriving economy and ensure new development contributes its fair share. These fees, paid by developers (not by utility customers), provide the funding to support essential infrastructure expansions necessary to accommodate ongoing growth. Regular fee updates help to maintain system reliability, reflect the true cost of service expansion, and support a well-planned, resilient community.

Water and Local Wastewater Connection Fees

In February 2024, Environmental Utilities issued a request for proposal #08-129 — Water and Wastewater Capacity/Connection Fee Update and Nexus Study designed to provide a comprehensive analysis of its Water and Local Wastewater Capacity/Connection Fees, including

current and future impacts to ongoing and one-time costs and revenues. Raftelis Financial Consultants, Inc. was awarded the professional services agreement.

As outlined in Roseville Municipal Code Section 14.08.025, water connection fees shall be collected for the cost of expansion of the raw water supply, water treatment, storage, and distribution facilities from those who receive the benefit thereof. These fees are assessed on all new development to obtain the necessary revenue to construct the capital facilities necessary to support and serve the increased water system demands imposed by new growth. The study found that the proportion of water used by medium density residential (MDR) and high density residential (HDR) changed, which has implications for the administration of these fees. The equivalent dwelling unit (EDU) shall be one EDU if zoned low density residential; 56.3 percent (down from 60 percent) of the cost of one EDU for each dwelling unit if zoned medium density residential; and 55 percent (up from 40 percent) of the cost of one EDU for each dwelling unit if zoned high density residential.

While the Raftelis Water and Wastewater Capacity/Connection Fee report refers to the 'Local Wastewater Capacity Fee', this term has the same meaning as the 'Local Sewer Connection Fee' as defined in the Roseville Municipal Code. Local wastewater connection fees are for necessary capital expenditures associated with the City's local collection and conveyance system that transports sanitary sewage flows to the City's two wastewater treatment plants.
The recommended water connection fees, effective October 19, 2026, include the following revisions:

- **Low Density Residential:** adjustment from the current adopted fee of $9,363 per equivalent dwelling unit (EDU) (currently $13,069 after annual 3 percent inflationary adjustments) to $12,388 per EDU.
- **Medium Density Residential:** adjustment from the current adopted fee of $5,618 per EDU (currently $7,842 after annual 3 percent inflationary adjustments) to $6,970 per EDU.
- **High Density Residential:** adjustment from the current adopted fee of $3,636 per EDU (currently $5,226 after annual 3 percent inflationary adjustments) to $6,808 per EDU.
- **Nonresidential:** adjustment from the current adopted fee of $9,363 per EDU (currently $13,069 after annual 3 percent inflationary adjustments) to $12,388 per EDU.

The recommended local wastewater connection fee for new wastewater system connections will be adjusted effective October 19, 2026, from the current adopted fee of $363 per sewer unit (currently $466 after annual Construction Cost Index inflationary adjustments) to $817 per sewer unit.

The recommended water and local wastewater connection fee charges are summarized below.

Category	Current Per Equivalent Dwelling Unit (EDU) Proportion	Current FY2026-27	Proposed Per Equivalent Dwelling Unit (EDU) Proportion	Proposed FY2026-27 (10/19/26)
Water Connection Fee (Low Density Residential)	100%	$13,069	100%	$12,388
Water Connection Fee (Medium Density Residential)	60%	$7,842	56.3%	$6,970
Water Connection Fee (High Density Residential)	40%	$5,226	55.0%	$6,808
Water Connection Fee (Commercial and Irrigation ¾")	100%	$13,069	100%	$12,388

Local Wastewater Connection Fee	100%	$466	100%	$817

Solid Waste Impact Fees and Non-Exclusive Franchise Hauler Permit Fees

In February 2024, Environmental Utilities issued a request for proposal #08-130 - Solid Waste Connection Impact Fee Update with Nexus Study and Non-Exclusive Franchise Hauler Fee Update designed to update fee frameworks in alignment with regulations, considering both current and future influences on costs and revenues through comprehensive fee analysis. R3 Consulting Group, Inc. was awarded the professional services agreement.

Solid Waste Impact Fee

The Solid Waste (Waste Services) Impact Fee is collected for the cost of necessary solid waste collection vehicles and equipment required for servicing new developments, allocating costs proportionately to different development types. The City charges developers residential and commercial solid waste development fees to finance the City's Solid Waste Capital Purchase Fund.

These fees are intended to pay for the cost of solid waste collection capital expenses associated with each new residential and commercial property (i.e., vehicles, carts, containers, and post-collection capital expense) and are held in the Solid Waste Capital Purchase Fund.

The recommended adjustments, effective October 19, 2026, to the Solid Waste Impact Fee include:

- **Single-family residential dwelling unit (less than 10,000 ft2):** fee increase from $410 to $417.
- **Single-family residential dwelling unit (10,000 ft2 or more):** fee increase from $410 to $582.
- **Commercial/industrial development:** fee increase from $0.34 per square foot to $0.36 per square foot.

Multi-Family Solid Waste Development Fee Change in Methodology

The factors considered in changing these fees were the type of container used to store solid waste at the property, and the type of vehicle used to collect solid waste from the property. Based on these factors, single family units, which use plastic carts for storage and side load vehicles for collection, were segregated into one class, while multi-family and commercial units, which use metal bins for storage and front-end load vehicles for collection, were combined into a second class.

The current multi-family development fee is $139 per multi-family unit. R3 followed the same methodology for commercial accounts using data from sample (representative) multi-family accounts provided by the City. That analysis found that the waste generation rate per square foot of multi-family development is 0.00026 cubic yards, which equates to a multi-family development fee of $0.21 per square foot.

The recommended Waste Services impact fee charges will be adjusted annually based on the Construction Cost Index (CCI), effective July 1, 2027. A summary of the recommended fee updates is provided below.

Category	FY2026-27 (Current)	FY2026-27 (10/19/26)
Single-family residential unit less than 10,000 ft^2	$410 per Unit	$417 per Unit
Single-family residential unit 10,000 ft^2 or more	$410 per Unit	$582 per Unit
Commercial development	$0.34 per Square Foot	$0.36 per Square Foot
Multi-Family development	$139 per Unit	$0.21 per Square Foot

Waste Services Non-Exclusive Franchise Hauler Permit Fees

The City allows any private hauling company to perform operations within the City so long as a biennial application/renewal fee and a monthly tonnage fee is paid to the City. These collections are irregular and non-scheduled, based on individual customer demand. Additionally, this is exclusively for construction and demolition waste (municipal garbage, recyclables, and organic waste is not collected by Non-Exclusive Franchise (NEF) Haulers).

Per the NEF Haulers' permits, the NEF Haulers are to pay franchise fees to the City to cover the costs incurred by the City in managing, administering, enforcing, and supplementing the services provided in the NEF hauling operations, as well as the charge for the use of the public right-of-way for the special and lasting access to use it for set-out and collection of solid waste containers, and pavement impacts.

R3 reviewed and analyzed information provided by the City pertaining to the City's costs. Using that information, R3 calculated the proportionate amounts necessary to cover the City's costs, including staffing and other costs of providing sanitation service.

The recommended Non-Exclusive Franchise Hauler Permit Fees include an adjustment from $6.88 to $10.60, from October 19, 2026, to June 30, 2027, for every ton of refuse collected and disposed of within the city. Thereafter, the fee will increase to $12.40 from July 1, 2027. The fees are summarized below and are reasonably related to the City's costs of managing and administering Non-Exclusive Franchise hauling operations.

Two (2) Year Incremental Adjustment of Franchise Fee to Maximum Calculated

Category	FY2026-27 (Current)	FY2026-27 (10/19/2026)	FY2027-28
NEF Hauler Franchise Fee (per ton)	$6.88	$10.60	$12.40

Approval of the recommended adjustments fulfills the legal requirement to update the studies at least every eight years (California Government Code Section 66016.5).

Second, it aligns with the City's General Plan and the appropriate level of funding necessary to support current and future capacity demands.

STAKEHOLDER OUTREACH

Staff presented the proposed waste services impact fee and non-exclusive franchise hauler permit fees to the Public Utility Commission in March 2025, followed by the proposed water and local wastewater connection fee adjustments in June 2026. The Commission recommended that the City Council conduct a public hearing and approve the proposed adjustments. Staff also conducted stakeholder outreach to the North State Building Industry Association through workshops held in March 2025 and May 2026.

FISCAL IMPACT

The proposed fee adjustment to the Water and Local Wastewater Connection Fees, and the Solid Waste Impact Fee will align with the projected new residential and nonresidential development in the City. Sufficient funds will be available to support Capital Improvement Projects needed to serve new development. The proposed fee adjustments will result in estimated $100,000 revenue increase for Water Construction Fund; $552,000 revenue increase for Wastewater Construction Fund, and $22,000 revenue increase for Waste Services Capital Purchases Fund for FY2026-27. There is no impact to operations funds (rates) as a result of this action. The Non-Exclusive Franchise Hauler Permit Fee will increase Waste Services Operations Fund revenue by approximately $47,000 which offsets expenditures related to NEF hauling operations.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378.

CITY COUNCIL STRATEGIC PLAN/OVERARCHING GOALS

2. Remain fiscally responsible in a changing world
4. Invest in well-planned infrastructure and growth

Respectfully Submitted,
Archana Wagley, EU Business Services Manager

Sean Bigley, Environmental Utilities Director

ATTACHMENTS:

1. Water Wastewater Connection Fee Report 6-16-26 v2 Final
2. Development Fee Update
3. NEF Permit Fee Study
4. 133449 REV PUBLIC NOTICE PT 6-19
5. Ordinance

REVIEWERS:

Joseph Barrow, Environmental Utilities Department	Created/Initiated - 7/6/2026
Brian Craighead, Environmental Utilities Department	Approved - 7/7/2026
Sean Bigley, Environmental Utilities Department - All	Approved - 7/15/2026
Kelly Aye, City Attorney Department	Approved - 7/22/2026
Katrina Six, City Clerk Department	Approved - 7/22/2026

Ryan DeVore, City Manager Department - Assistant City Manager	Approved - 7/23/2026
Scott Pettingell, Finance Department	Approved - 7/23/2026
Michelle Sheidenberger, City Attorney Department	Approved - 7/23/2026
Dominick Casey, City Manager Department - City Manager	Approved - 7/27/2026
Katrina Six, City Clerk Department	Final Approval - 7/28/2026

CITY OF ROSEVILLE, CA

FY 2027 Water and Local Wastewater Capacity/Connection Fee Update and Nexus Fee Study

June 16, 2026

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RAFTELIS

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Suite A, #9
Murrieta, CA 92562

Phone 951.698.0145

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June 16, 2026

Mr. George Hanson
Water Utility Manager
City of Roseville
2005 Hilltop Circle
Roseville, CA 95747

Subject: FY 2027 Water and Local Wastewater Capacity /Connection Fee Update and Nexus Fee Study

Dear Mr. Hanson,

Raftelis is pleased to provide this report on the 2027 Water and Local Wastewater Capacity/Connection Fee Update and Nexus Fee Study. The overarching objective of the study was to develop updated water and local wastewater capacity fees including:

- Reviewing the current methodology and assumptions used by the City to determine its water and local wastewater capacity fees.
- Evaluating the City's current water and local wastewater capacity fees in relation to compliance with applicable California law.
- Development of updated water and local wastewater capacity fees for implementation in FY 2027.
- Recommending potential modifications to the current water and local wastewater capacity fees to ensure compliance with California law and water industry best practices.

It has been a pleasure working with you, Mr. Joseph Barrow, and Ms. Archana Wagley. Thank you for the support you provided to Raftelis during this study.

Sincerely,
RAFTELIS.

John Wright
Principal Consultant

Summer Simpson
Consultant

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1. Executive Summary

1.1. Study Description

In November 2024, the City of Roseville (City) engaged Raftelis to conduct a Water and Wastewater Capacity/Connection Fee Update and Nexus Fee Study. The overarching objective of the study was to develop updated water and local wastewater capacity fees including:

- Reviewing the current methodology and assumptions used by the City to determine its water and local wastewater capacity fees.
- Evaluating the City's current water and local wastewater capacity fees in relation to compliance with applicable California law.
- Development of updated water and local wastewater capacity fees for implementation in FY 2027.
- Recommending potential modifications to the current water and local wastewater capacity fees to ensure compliance with California law and water industry best practices.

1.2. Capacity Fee Introduction

Capacity fees recover a portion of the cost of past investments in existing infrastructure that will be used to provide services to future customers. They can also be used to recover the cost of planned investments in infrastructure that will provide services to future customers or the proportional share of planned investments that will serve both future and existing customers. Cash receipts from capacity fees lower the amount of revenue that must be collected through utility rates (i.e., they offset the annual revenue requirement from rates). Depending on the utility in question, the fees used to recover the cost of growth-related infrastructure are referred to as capacity fees, connection fees, system development charges, utility impact fees or various other names. The term "capacity fee" is used throughout this report.

It is important to note that California utilities are *not* required to assess capacity fees. Many utilities choose to fund all growth-related capital expenditure through utility rates. Further, governing bodies are not required to charge the maximum legally defensible capacity fees calculated as part of a nexus study. Many governing bodies, for various policy or economic development considerations, choose to implement capacity fees lower than those calculated in a nexus study.

The principles and procedures underlying the calculation of water and wastewater capacity fees are similar. Industry standard procedures for the calculation of water capacity fees can be found in the American Water Works Association (AWWA) publication *Manual of Water Supply Practices M1, Principles of Water Rates, Fees, and Charges, 8th Edition* (AWWA Manual M1). Industry standard procedures for the calculation of wastewater capacity fees can be found in the Water Environment Federation publication (WEF) *Manual of Practice No. 27, Financing and Charges for Wastewater Systems, 4th Edition* (WEF Manual 27).

1.3. California Legal Requirements

As discussed more in Section 2 of this report, in the state of California, the basic statutory standards governing water and wastewater capacity fees are embodied in Government Code Sections 66000 et seq. Code §66013 (b)(3) describes a "Capacity Charge" in the following manner:

> *"Capacity charge" means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights and entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities."*

The requirement that capacity fees be cost-based is provided in Government Code § 66013(a) which states:

> *"Notwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount the fee or charge in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue."*

1.4. Capacity Fee Calculation Methods

There are three industry-standard methods for calculating water and wastewater capacity fees. Each method is allowable under California Government Code § 66013(b)(3).

1. Buy-In Method
2. Incremental Cost-Method
3. Combined Method

As discussed in Section 3 of this report, Raftelis used the incremental cost method to update the City's water and local wastewater capacity fees.

1.5. Proposed Water Capacity Fees

Table 1-1 shows the proposed updated water capacity fees for FY 2027 which were calculated using the incremental cost approach based on a 2026 – 2035 planning horizon. Although no changes are recommended to the fundamental structure of the City's water capacity fees, the calculated demand relationships between medium- and high-density residential customers have changed (see Column A, lines 2 - 4 and Column C, lines 2 - 4). These changes are discussed in greater detail in the next section of this report.

Table 1-1: Proposed Updated FY 2027 Water Capacity Fees

Land Use Type	A Current EDUs	B Current FY 2026 Fee	C Proposed EDUs	D Proposed FY 2027 Fee	E $ Difference	F % Difference
Residential						
Low Density (LDR) 0 – 6.99 Units per Acre	1.00	$12,688	1.000	$12,388	($300)	(2.36%)
Medium Density (MDR) 7.00 – 12.99 Units per Acre	0.60	$7,614	0.563	$6,970	($644)	(8.45%)
High Density (HDR) > 13.00 Units per Acre	0.40	$5,074	0.550	$6,808	$1,734	34.17%
Multi Family per Dwelling Unit	0.40	$5,074	0.550	$6,808	$1,734	34.17%
Commercial and Irrigation						
Meter Size	**Meter Flow Equivalencies (1)**	**Current FY 2026 Fee**	**Meter Flow Equivalencies**	**Proposed FY 2027 Fee**	**$ Difference**	**% Difference**
3/4"	1.0	$12,688	1.0	$12,388	($300)	(2.36%)
1.0"	1.7	$21,570	1.7	$21,060	($509)	(2.36%)
1.5"	3.3	$41,870	3.3	$40,882	($988)	(2.36%)
2.0"	5.3	$67,246	5.3	$65,659	($1,587)	(2.36%)
3.0"	11.7	$148,450	11.7	$144,945	($3,504)	(2.36%)
4.0"	20.0	$253,760	20.0	$247,769	($5,991)	(2.36%)
6.0"	41.7	$529,090	41.7	$516,599	($12,490)	(2.36%)
8.0"	60.0	$761,280	60.0	$743,308	($17,972)	(2.36%)
10.0"	96.7	$1,226,930	96.7	$1,197,965	($28,964)	(2.36%)
12.0"	143.3	$1,818,190	143.3	$1,775,268	($42,922)	(2.36%)
(1) Meter flow equivalencies specified by the City						

1.6. Proposed Local Wastewater Capacity Fees

The wastewater capacity fees updated in this study were for the City's local collection and conveyance system that transports sanitary sewage flows to the City's two wastewater treatment plants. While this report refers to these fees as "Local Wastewater Capacity Fees," this term has the same meaning as "Local Sewer Connection Fee" as defined in the Roseville Municipal Code. Expenses eligible for recovery through local capacity fees include costs associated with upsized local sewer collection infrastructure, wastewater lift stations, new wastewater collection system vehicles, and new wastewater collection system support facilities such as maintenance shops and equipment storage buildings. The wastewater treatment plants provide wastewater treatment services for the City and its two regional partners, the South Placer Municipal Utility District and Placer County. The capacity costs of the wastewater treatment plants are recovered through a regional capacity/connection fee. Therefore, they were not addressed in this study. No changes are recommended to the fundamental structure of the City's local wastewater capacity fees. Table 1-2 shows the proposed updated local wastewater-capacity fees which were also calculated under the incremental cost approach.

Table 1-2: Proposed Updated FY 2027 Local Wastewater Capacity Fee

All Land Use Types	A Current FY 2026 Fee	B Proposed FY 2027 Fee	C $ Difference	D % Difference
Local Sewer Connection Fee per Sewer Unit	$460	$817	$357	77.6%

2. Economic Framework and Regulatory Requirements

2.1. Economic Framework

Capacity fees can be used to recover a portion of the cost of past investments in existing capacity-related infrastructure that will be used to provide services to future customers. They can also be used to recover the cost of planned investments in infrastructure that will provide services to future customers or the proportional share of planned investments that will serve both future and existing customers. Cash receipts from capacity fees lower the amount of revenue that must be collected from customers through water rates (i.e., they offset the annual revenue requirement from rates).

The infrastructure costs recovered through capacity fees are primarily associated planned future investments in "backbone" infrastructure. For water utilities, backbone infrastructure includes assets associated with functions such as supply, treatment, storage, pumping, and transmission. For wastewater utilities, backbone infrastructure includes assets associated with functions such as wastewater conveyance, pumping, treatment, and biosolids handling. Utility assets that were paid for by developers such as water distribution lines or wastewater collection system lines are not included in the capacity fee cost basis.

The basic economic philosophy behind capacity charges is that the cost of the facilities required to provide service should be paid for by those who receive the benefit. To fairly distribute the value of existing or expanded utility infrastructure, the charge should reflect a reasonable estimate of the cost of providing capacity to new users and not unduly burden existing customers through increased utility rates. Accordingly, many utilities make the philosophy that growth will pay for growth one of their primary guiding principles when developing their capacity charge structure.

The goal of maintaining equity between new and existing customers is reflected in the American Water Works Association (AWWA) *Manual of Water Supply Practices M1, Principles of Water Rates, Fees, and Charges, 7th Edition* (AWWA Manual M1). Page 323 (Chapter V11.2, System Development Charges):

> *The use of SDC receipts is generally limited. First, SDC receipts can be used to directly pay for a growth-related capital improvement project. In using SDC receipts in this manner, the utility will likely have avoided, at least minimized, the use of long-term debt or pay-as-you-go rate funding for the project that shelters the existing ratepayers from the cost of expansion of the system and, hence, may reduce the need for monthly user rate increases. The other typical use of SDC receipts is to apply them against growth-related debt service. When a utility issues long-term debt to pay for a growth-related capital project, the associated debt service is generally paid using SDC receipts."*

Similarly, the Water Environment Federation publication (WEF) *Manual of Practice No. 27, Financing and Charges for Wastewater Systems, 4th Edition* (WEF Manual 27). Page 200 (Chapter 10, System Development Charges) also discusses rate equity:

"System development charge proceeds are typically used to pay for capital projects related to growth and/or reimburse existing customers for past system capacity investments. Application of these fees assists the utility in implementing a "growth pays for growth" policy and helps with future capital improvement planning."
"Capital projects that are required to meet the demands of growth are often a burden on existing wastewater ratepayers. Through the use of SDCs [system development charges], costs associated with growth may largely be shifted to new customers and away from the existing wastewater customers over time, helping achieve intergenerational equity between customers."

In general, to withstand legal challenges, there must be a rational nexus between the capacity fees charged by a utility, the cost of capacity-related infrastructure required to accommodate demand growth created by future customers or otherwise provide some form of proportional benefit to future customers, and the benefits that new development receives from capacity-related infrastructure. Page 324 of AWWA Manual M1 summarizes three rational nexus tests:

1. There must be a connection established between new development and new or expanded facilities required to accommodate such development.

2. The cost of new or expanded facilities required to accommodate new development must be identified.

3. There must be an appropriate apportionment of costs to new development in proportion to the benefits it receives.

Similarly, the rational nexus framework summarized on Page 202 of WEF Manual 27 is:

1. There must be a reasonable connection between the new development that will pay capacity charges and the need for capacity-related infrastructure.

2. There must be a reasonable connection between the costs incurred to meet demand growth and the costs of serving other customers.

3. There must be a reasonable connection between identified costs and the level of capacity charges.

4. There must be a reasonable connection between costs and the amount of revenue generated by capacity charges.

5. There must be a reasonable connection between the cost of the utility for new development and the amount of the capacity charge.

For many utilities, especially those with rapid demand growth, capacity fees can be a significant source of funding for capital improvements. Nonetheless, some utilities choose to fund the infrastructure required to support demand growth solely through the operational cash flows provided by utility rates and charges. It is also important to note that a utility may charge capacity fees *even if it has adequate installed infrastructure capacity to meet long-term demand growth*. Pages 324 and 325 of AWWA Manual M1 state the following in this regard:

> *"The referenced nexus test can be satisfied based on an assessment of both current and future capacity available to meet growth-related demands. For example, a utility that has, in the extreme, constructed all of the water system capacity required through planned "build-out" of the service area can still make the nexus between the charge and the facilities needed to accommodate the anticipated growth. In this example, the basis for the charge would be the existing capacity available to service new demand."*

Although not specifically focused on water or wastewater capacity fees, an excellent discussion of fees imposed by California local governments to help pay for the cost of new development is provided in the California Department of Housing and Community Development (DHCD) publication, *Residential Impact Fees in California, Current Practices and Policy Considerations to Improve the Implementation of Fees Governed by the Mitigation Fee Act,* August 5, 2019. Page 50 of the publication provides a broader nexus discussion.

> *"Section 66001 of the California Government Code lays out the legal requirements for local agencies regarding the creation and imposition of fees on "Development Projects," defined as a project involving the issuance of a permit for construction or reconstruction. With regards to the reasonableness of the fees, local agencies are required to make two determinations: whether there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed, and how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed. Moreover, local agencies are also responsible for determining the reasonable relationship between the amount of the fee and the cost of the public facility."*

2.2. California Government Code Requirements

In establishing capacity charges, it is important to understand and comply with state and local laws and regulations governing the establishment, calculation, and implementation of these fees. The following sections summarize the regulations applicable to the development of capacity charges for the City as currently understood by Raftelis[1].

As originally noted in the Executive Summary section of this report, in the state of California, the basic statutory standards governing water and wastewater capacity fees are embodied in Government Code Sections 66000 et seq. Government Code §66013 (b) (3) describes a "Capacity Charge" in the following manner:

> "*Capacity charge" means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights and entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities."*

The requirement that capacity fees be cost-based is provided in Government Code § 66013(a) which states:

[1] Raftelis does not practice law, nor does it provide legal advice. The above discussion provides a general overview of Raftelis' understanding as rate and fee practitioners and is labeled "legal framework" for literary convenience only. The City should consult with its legal counsel for clarification and/or specific guidance.

> *"Notwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount the fee or charge in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue."*

The procedures for handling capacity fee receipts are found in Government Code § 66013(c) which specifies:

> *"A local agency receiving payment of a charge in paragraph (3) of subdivision (b) it shall deposit it in a separate capital facilities fund with other charges received, and account for the charges in a manner to avoid commingling with other moneys of the local agency, except for investments, and shall expend those charges solely for the purposes for which the charges were collected."*

Other relevant Government Code sections related to capacity fees include:

Government Code §§ 66016

- Requirement for a public meeting before levying a capacity fee
- Requirement that the capacity fee calculation be available prior to the public meeting

Government Code §§ 66017

- Specification of the effective date of capacity fees after adoption

Government Code §§ 66020

- Procedures for protesting adopted capacity fees

Government Code §§ 66022

- Procedures for the judicial review of capacity fees

3. Capacity Fee Calculation Methodologies

3.1. Capacity Fee Calculation Methods

Regardless of which methodology is used, the basic formula for calculating capacity fees is to divide the value of infrastructure used to serve customer growth by existing or projected customer demand. Demand is generally expressed on the basis of equivalent dwelling units (EDUs) or equivalent 3/4" meters.

Figure 3-1: Generic Capacity Fee Calculation

Cost Basis ÷ EDUs = $ Capacity Fee

3.1.1. Buy-In Method

The 7th edition of AWWA Manual M1 (page 329) states that "the buy-in method is based on the value of the existing system's capacity. This method is typically used when the existing system has sufficient capacity to serve new development now and into the future." The premise is that new customers are entitled to water or wastewater service at the same cost as existing customers. Under the buy-in method, new customers pay an amount equal to the current infrastructure value. This infrastructure value is then divided by current system demand to determine the cost to "buy-in" per unit of capacity purchased. The buy-in method was not used to update the City's water and local wastewater capacity fees.

Figure 3-2: Buy-In Calculation

Replacement Cost of Existing Infrastructure ÷ Existing EDUs = $ Capacity Fee per EDU

3.1.2. Incremental Cost Method

The incremental cost method was used by Raftelis to update the City's water and local wastewater capacity fees. While the buy-in method relies on the valuation of existing infrastructure, the incremental cost approach relies on the present value cost of planned future infrastructure additions. According to the 7th edition of AWWA Manual M1 (page 330) this method is generally most appropriate for utilities where the existing system has "limited or no capacity to serve new development and new or incremental facilities are needed to serve development now and into the future."

The City's water and local wastewater utilities require future infrastructure investments through 2035 to serve projected demand growth and increase resiliency for water supply conveyance. This is especially true as it relates to the City's planned investments in infrastructure designed to enhance systemwide water supply resiliency. These water supply investments will benefit both existing customers and new customers connecting to the water utility system in the future.

When utilizing the incremental cost approach, it is important to have a capital improvement plan that identifies the costs associated with new capacity, the timing of the expenditure, and the proposed source(s) of funds for those capital improvements. The incremental cost approach is designed to equitably distribute these

capital costs to new customers in proportion to their projected usage of the infrastructure and the investment required to develop the infrastructure.

Figure 3-3: Incremental Cost Method

Present Value of Planned Infrastructure Benefiting New Customers ÷ Projected Incremental EDUs to be Served = $ Capacity Fee per EDU

3.1.3. Combined Method

The combined method is typically used where some remaining capacity is available to serve new development in parts of a system, but additional expansion is also necessary to accommodate new development for other parts of the system. Or where sufficient capacity remains in some system infrastructure functional components (e.g., treatment) but is deficient in others (e.g., water supply). In utilizing the combined method, it is important that system asset costs are not double counted when combining costs of the existing system with future costs from expanding the system. The costs of planned future infrastructure should not be included in the valuation of existing infrastructure assets. With the combined method, the capacity charge is based on the weighted average of the buy-in method and the incremental cost method. (i.e., the remaining existing capacity and the new, additional capacity).

Figure 3-4: Combined Method

Weighted Average of the Buy-In Capacity Fee + Incremental Cost Capacity Fee = $ Capacity Fee

3.2. Selected Capacity Fee Calculation Method

As discussed above, the City's water and local wastewater utilities require future infrastructure investments through 2035 to meet projected demand growth and increase resiliency for water supply conveyance. This is especially true as it relates to the City's planned investments in infrastructure designed to enhance systemwide water supply resiliency. The use of the forward-looking incremental method is fully aligned with the City's planned long-term investments in both water supply reliability and other required growth-related infrastructure.

4. Water Capacity Fee

4.1. Steps in the Calculation Process

The process used to calculate updated capacity fees involved the following steps. Each is discussed below in this section of the report.

- Review of Residential Assessment Methodology (Section 4.2)
- Update of Residential EDU Relationships (Section 4.3)
- Incremental EDU Additions Through 2035 (Section 4.4)
- Planned Infrastructure Additions Benefiting New Connections Through 2035 (Section 4.5)
- FY 2027 Water Capacity Fee Calculation (Section 4.6)
- FY 2027 Water Capacity Fee Assessment Schedule (Section 4.7)

4.2. Residential Assessment Methodology

The City assesses water capacity fees for new or enlarged commercial and irrigation connections based on water meter size. This is a common approach used by many utilities in California and across the United States. In contrast to its meter-sized based approach for commercial and irrigation properties, the City uses a development density-based methodology to assess capacity fees for new or enlarged residential connections.

The City's density-based residential assessment methodology addresses an inequity that may occur when residential water capacity fees are assessed based on meter size. Under the meter size-based assessment approach, if two residential properties are served by the same meter size (e.g., 3/4" or 1") they will pay the same capacity fee. This is true even if they have significantly different lot sizes. Over the long-term, due to its higher outdoor irrigation usage, the connection serving the larger lot may impose higher capacity demands on the water utility system. In contrast, the connection serving the smaller lot may impose lower long-term capacity demands on the water system due to its lower outdoor irrigation usage. This fact is not reflected when they initially connect to the system and pay the same capacity fee.

The City's density-based system assesses water capacity fees based on the number of residential dwelling units located within a given subdivision. This approach creates a closer alignment between the capacity fees paid by developers and the long-term capacity demands that new connections will ultimately impose on the water utility system through outdoor irrigation usage. For example, new connections located in low density residential developments (i.e., developments with less dwelling units per acre and the larger lot sizes) pay higher capacity fees that are more reflective of the higher capacity demands they will place on the water utility system due to their higher outdoor irrigation usage. Similarly, new connections located in high density residential developments (i.e., developments with more dwelling units per acre and smaller lot sizes) pay lower capacity fees that are more reflective of the lower capacity demands they will place on the water utility system due to their lower outdoor irrigation usage.

The City maintains three residential density classifications. Residential properties located in developments with a density of 0 – 6.99 dwelling units per acre are classified as low density residential. The average water consumption of low density residential connections is defined as equivalent to 1.0 dwelling unit (i.e., 1.0

EDU). Residential properties located in developments with a density of 7.00 – 12.99 units per acre are defined as medium density residential. Finally, residential properties located in developments with a density of greater than 13.00 units per acre are classified as high density residential. The EDU ratings assigned to medium and high density residential properties are expressed in comparison to 1.0 EDU low density residential properties.

Table 4-1 summarizes the residential density classifications and EDU relationships underlying the City's current residential capacity fees. The values shown in Table 4-1 have been used by the City since approximately 2015 without modification.

Table 4-1: Residential Density and EDU Relationships Used in Current Capacity Fees

Residential Land Use	Density per Acre	Average Gallons per Day per Unit	EDU Relationship Based on LDR Water Use
Low Density	0 – 6.99 Units per Acre	420	1.0
Medium Density	7.00 – 12.99 Units per Acre	250	.60
High Density	> 13.00 Units per Acre	170	.40

4.3. Update of Residential EDU Relationships

Residential EDU relationships were updated based on actual historical data provided by the City for the years 2022 – 2025. Table 4-2 presents this analysis. The values shown in Rows 2 – 4 reflect the average over this four-year period. These values were used in the calculation of the proposed updated water capacity fees

Table 4-2: Updated Residential EDU Relationships

Line	Period	Low Density	Medium Density	High Density
1	**Average 2022 – 2025**			
2	Data Points (Note 1)	39,362	6,238	10,608
3	Gallons per Unit per Day	339.13	190.82	186.36
4	Percent of LDR Water Use	100.0%	56.3%	55.0%
5	**2025**			
6	Data Points	40,549	7,228	10,848
7	Gallons per Unit per Day	363.57	214.04	198.35
8	Percent of LDR Water Use	100.0%	58.9%	54.6%
9	**2024**			
10	Data Points	39,797	6,605	10,653
11	Gallons per Unit per Day	328.32	183.26	186.08
12	Percent of LDR Water Use	100.0%	55.8%	56.7%
13	**2023**			
14	Data Points	39,115	5,920	10,019
15	Gallons per Unit per Day	321.00	177.18	169.00
16	Percent of LDR Water Use	100.0%	55.2%	52.6%
17	**2022**			
18	Data Points	37,987	5,197	10,912
19	Gallons per Unit per Day	343.65	188.79	192.00
20	Percent of LDR Water Use	100.0%	54.9%	55.9%

Note 1: A data point reflects the number of dwelling units associated with each individual water customer accounts.

4.4. Incremental EDU Additions Through 2035

4.4.1. Existing 2025 Systemwide EDUs

As discussed in Section 3.1.2, the incremental method of calculating capacity fees is dependent on two key factors. First is the number of total system incremental EDUs projected to be added during the planning horizon (i.e., the projected growth in demand). Second is the present value of planned infrastructure additions during the planning horizon that will provide services to future customers or the proportional share of planned investments that will serve both future and existing customers. The planning horizon used for the water capacity fee update as 2026 - 2035.

Table 4-3 presents the estimate of systemwide EDUs for the years 2022 - 2025. The EDU estimates shown for 2025 (Column D, Lines 14 – 19) were the starting point for the projection of incremental EDUs through the 2035 planning horizon.

Table 4-3: Estimate of Actual Systemwide EDUs in 2022 - 2025

Line	Description	A 2022	B 2023	C 2024	D 2025
1	Low Density Residential Data Points	37,987	39,115	39,797	40,549
2	Low Density Residential EDU Factor	100.0%	100.0%	100.0%	100.0%
3	Low Density EDUs	37,987	39,115	39,797	40,549
4	Medium Density Residential Data Points	5,197	5,920	6,605	7,228
5	Medium Density Residential EDU Factor	54.9%	52.6%	55.8%	58.9%
6	Medium Density EDUs	2,855	3,268	3,687	4,255
7	High Density Residential Data Points	10,912	10,019 (Note 1)	10,653	10,848
8	High Density Residential EDU Factor	55.9%	52.6%	56.7%	54.6%
9	High Density EDUs	6,097	5,275	6,038	5,918
10	Non-Residential Annual Gallons per Year	2,669,036,199	2,550,269,557	2,744,859,684	2,765,865,122
11	Residential Gallons per Day	344	321	328	364
12	Residential Gallons per Year	125,560	117,165	119,835	132,703
13	Non-Residential EDUs	21,257	21,766	22,905	20,843
14	EDU Summary				
15	Low Density	37,987	39,115	39,797	**40,549**
16	Medium Density	2,855	3,268	3,687	**4,255**
17	High Density	6,097	5,275	6,038	**5,918**
18	Commercial and Irrigation	21,257	21,766	22,905	**20,843**
19	Total EDUs	68,196	69,424	72,427	**71,565**

Note 1: Several data points were excluded from the 2023 dataset prior to the above calculations. The rationale for these exclusions was not documented, and therefore the reason for their removal is unknown.

The estimates of commercial and irrigation EDUs shown in Table 4-3 are based on the relationship in the billed water consumption of non-residential and low density residential customers in any given year. For example, in 2025 the billed water consumption of non-residential customers was 2.766 billion gallons (Column D, Line 10). The estimated annual water use of low density residential customers was 132,703 gallons (Column D, Line 12). This means that the 2025 non-residential customer consumption of 2.766 billion gallons was equivalent to 20,843 low density residential EDUs as shown in Column D, Line 13.

4.4.2. Projected Incremental EDUs Through 2035

The projected number of systemwide EDUs at 2035 is 83,425. This reflects an incremental increase of 11,860 EDUs from the existing level in 2025. This projection is based on a 1.55% annual growth in EDUs for every land use type (low, medium, and high density residential, and commercial and irrigation). The annual EDU growth rate of 1.55% as based on data from the City's Development Services Department.

Table 4-4 shows the projection of incremental EDUs through 2035.

Table 4-4: Projection of Incremental EDUs Through 2035

	A	B	C	D	E	F	G	H	I	J	K	L
Land Use	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**Incremental Change**
Low Density Residential	40,549	41,176	41,812	42,458	43,114	43,780	44,457	45,144	45,841	46,550	47,269	6,720
Medium Density Residential	4,255	4,321	4,388	4,456	4,524	4,594	4,665	4,737	4,811	4,885	4,960	705
High Density Residential	5,918	6,010	6,103	6,197	6,293	6,390	6,489	6,589	6,691	6,794	6,899	981
Commercial	20,843	21,165	21,492	21,824	22,161	22,503	22,851	23,204	23,563	23,927	24,297	3,454
Total EDUs	71,565	72,671	73,794	74,934	76,092	77,268	78,462	79,674	80,905	82,155	83,425	11,860

4.5. Planned Infrastructure Additions Through 2035

City staff developed detailed projections of planned infrastructure through the 2035 planning horizon. Two types of infrastructure were included. The first type of planned infrastructure additions are fully or partially required to increase the capacity of various system functions to serve demand growth. For example, they add capacity to the water storage, transmission, or pumping functions. The second type of planned infrastructure additions enhance long-term water supply portfolio resiliency (i.e., they enhance long-term water supply resiliency). They accrue to the benefit of both new customers connecting to the system and existing customers. Table 4-5 shows a detail of planned infrastructure additions through 2035. Key things to note about the information provided Table 4-5 include:

- The total cost of planned expenditures is $786,523,084 as shown in Column A, Line 25. $146,924,615 will be recovered from new customers through capacity fees (Column F, Line 25). $639,598,469 will be recovered from existing customers through rates (Column G, Line 25).

- The water supply resiliency costs allocated to new customers are $103,366,365 as shown in Column C, Line 25. 14.2% of water supply resiliency costs (Column B) were allocated to new customers because total projected EDUs will be 83,425. Of this amount, 11,860 EDUs will be added during the period 2026 – 2035 (both values are shown in Table 4-4). The ratio of new customer EDUs to total projected EDUs in 2035 is 14.2% (11,860 ÷ 83,425).

- The cost of planned infrastructure projects required to fully or partially add to the capacity to serve new customers is $43,558,250 (Column E, Line 25).

Table 4-5: Planned Infrastructure Additions Benefiting New Connections Through 2035

Line	Project	A	B	C	D	E	F	G
			Charged to New EDUs (Capacity Fees)					
			Water Supply Resiliency		Growth Infrastructure			
		Total Present Value Cost of All Projects Through 2035	% Assigned to New Customer Supply Resiliency	$ New Customer Supply Resiliency Portion	% Assigned to New Customer Growth Infrastructure	$ New Customer Growth Infrastructure	$ Total New Customer Capacity Fee Funded	$ Net Rate Payer Funded
1	(assign new Project No. break out from 500147) Treated Water Pipeline (from PCWA service area to Rsvl)	$98,406,664	14.2%	$13,989,612		$0	$13,989,612	$84,417,052
2	500505 -Cooperative Raw Water Supply Reliability Project	$154,000,000	14.2%	$21,892,829		$0	$21,892,829	$132,107,171
3	500148 - Potable Water Systems Evaluation	$950,000	14.2%	$135,053		$0	$135,053	$814,947
4	F25006-Capacity Fee Analysis	$600,000		$0	1	$600,000	$600,000	$0
5	Water Future Initiative - 5 ASR Wells (Marlin, Misty woods, Kaiser, Pleasant Grove, Campus Oaks)	$39,900,000	14.2%	$5,672,233		$0	$5,672,233	$34,227,767
6	F25067-NE tank 6 mg	$8,800,000		$0	0.5	$4,400,000	$4,400,000	$4,400,000
7	RMOU - 5 mg Tank and Pump station (Sierra Vista)	$15,100,000		$0	1	$15,100,000	$15,100,000	$0
8	F25008-Water Intertie with Citrus Heights Water	$244,200	14.2%	$34,716		$0	$34,716	$209,484
9	F25043-Interties and Pressure Reducing Stations (Amoruso Specific Plan/West Roseville Specific Plan)	$625,000	14.2%	$88,851		$0	$88,851	$536,149
10	500016 - Sites Reservoir Project	$225,000		$0	0.5	$112,500	$112,500	$112,500
11	500059-Groundwater Well Property	$491,500		$0	0.5	$245,750	$245,750	$245,750
12	Amoruso Ranch SP (Pump Station) - Obligation in DA (to be built offsite)	$8,600,000	14.2%	$1,222,587		$0	$1,222,587	$7,377,413
13	Creekview SP (Pump Station) - Obligation in DA (to be built offsite)	$9,023,120	14.2%	$1,282,738		$0	$1,282,738	$7,740,382
14	SVSP (Pump Station) - Obligation in DA, JM-60 or FD-63 (to be built Offsite)	$18,046,240	14.2%	$2,565,476		$0	$2,565,476	$15,480,764
15	WRSP Westpark (Pump Station) - Obligation in DA Westpark W-76 (to be built Offsite)	$9,023,120	14.2%	$1,282,738		$0	$1,282,738	$7,740,382
16	WRSP Fiddy (Pump Station) - Obligation in DA Fiddyment (to be built Offsite in lieu of F-66)	$18,046,240	14.2%	$2,565,476		$0	$2,565,476	$15,480,764
17	400063-Regional Wtr Supply Reliab Std	$442,000	14.2%	$62,835		$0	$62,835	$379,165
18	500512 - RiverArc	$266,000,000	14.2%	$37,814,887		$0	$37,814,887	$228,185,113
19	F25011-Corridors Specific Plan	$4,200,000		$0	0.5	$2,100,000	$2,100,000	$2,100,000
20	500510 - Emergency Backup Generators - Well Sites	$500,000	14.2%	$71,081		$0	$71,081	$428,919
21	EU Operations Center	$30,000,000		$0	0.7	$21,000,000	$21,000,000	$9,000,000
22	F25040-Folsom Reliability Project	$58,800,000	14.2%	$8,359,080		$0	$8,359,080	$50,440,920
23	F25101-Zone 4 to Zone 1 Pump Station - Blue Oaks	$7,000,000	14.2%	$995,129		$0	$995,129	$6,004,871
24	Antelope Pipeline Intertie (proposed downstream improvements)	$37,500,000	14.2%	$5,331,046		$0	$5,331,046	$32,168,954
25	**Total**	**$786,523,084**		**$103,366,365**		**$43,558,250**	**$146,924,615**	**$639,598,469**

4.6. FY 2027 Water Capacity Fee Calculation

Having calculated the inputs described above in Sections 4.2 – 4.5, the process of calculating updated FY 2027 water capacity fees is straightforward. Table 4-5 shows this calculation which is $12,388 for low density residential customers and 3/4" commercial and irrigation meters.

Table 4-6: Calculation of Proposed FY 2027 Capacity Fee

Line	Calculation of Capacity Fee	Amounts	Source
1	Supply Reliability Projects Benefiting New Customers	$103,366,365	Table 4-5, Column C, Line 25
2	Growth Infrastructure Benefiting New Customers	$43,558,250	Table 4-5, Column E, Line 25
3	Total Cost Basis (Present Value of Planned Infrastructure)	$146,924,615	
4			
5	Incremental EDU Additions Through 2035	11,860	Table 4-4, Column L
6	**Water Capacity Fee**	**$12,388**	

4.7. FY 2027 Assessment Schedule

Table 4-7 shows the derivation of the proposed FY 2027 capacity fee assessment schedule.

Table 4-7: Derivation of the Proposed FY 2027 Capacity Fee Assessment Schedule

Line	Residential Assessment Schedules (Density Based)			
	Density Classification	**Proposed EDUs**	**Proposed Capacity Fee**	**Source for EDU Relationships**
1	Low Density Residential (0 - 6.99 Units per Acre)	1.000	$12,388	Table 4-2, Line 4
2	Medium Density Residential (7.0 - 12.99 Units per Acre)	0.563	$6,970	Table 4-2, Line 4
3	High Density Residential (> 13.00 Units per Acre)	0.550	$6,808	Table 4-2, Line 4
4	**Commercial and Irrigation (Meter Size Based)**			
5	**Meter Size**	**Flow Equivalency**	**Proposed Capacity Fee**	**Source for Meter Flow Equivalencies**
6	3/4"	1.00	$12,388	Table 1-2, Column A (provided by City)
7	1.0"	1.70	$21,060	"
8	1.5"	3.30	$40,882	"
9	2.0"	5.30	$65,659	"
10	3.0"	11.70	$144,945	"
11	4.0"	20.00	$247,769	"
12	6.0"	41.70	$516,599	"
13	8.0"	60.00	$743,308	"
14	10.0"	96.70	$1,197,965	"
15	12.0"	143.30	$1,775,268	"

Table 4-8 shows a comparison of existing and proposed FY 2027 water capacity fees as originally presented in Table 1-1.

Table 4-8: Proposed Updated FY 2027 Water Capacity Fees

Land Use Type	A Current EDUs	B Current FY 2026 Fee	C Proposed EDUs	D Proposed FY 2027 Fee	E $ Difference	% Difference
Residential						
Low Density (LDR) 0 – 6.99 Units per Acre	1.00	$12,688	1.000	$12,388	($300)	(2.36%)
Medium Density (MDR) 7.00 – 12.99 Units per Acre	0.60	$7,614	0.563	$6,970	($644)	(8.45%)
High Density (HDR) > 13.00 Units per Acre	0.40	$5,074	0.550	$6,808	$1,734	34.17%
Multi Family per Dwelling Unit	0.40	$5,074	0.550	$6,808	$1,734	34.17%
Commercial and Irrigation						
Meter Size	**Meter Flow Equivalencies (1)**	**Current FY 2026 Fee**	**Meter Flow Equivalencies**	**Proposed FY 2027 Fee**	**$ Difference**	**% Difference**
3/4"	1.0	$12,688	1.0	$12,388	($300)	(2.36%)
1.0"	1.7	$21,570	1.7	$21,060	($509)	(2.36%)
1.5"	3.3	$41,870	3.3	$40,882	($988)	(2.36%)
2.0"	5.3	$67,246	5.3	$65,659	($1,587)	(2.36%)
3.0"	11.7	$148,450	11.7	$144,945	($3,504)	(2.36%)
4.0"	20.0	$253,760	20.0	$247,769	($5,991)	(2.36%)
6.0"	41.7	$529,090	41.7	$516,599	($12,490)	(2.36%)
8.0"	60.0	$761,280	60.0	$743,308	($17,972)	(2.36%)
10.0"	96.7	$1,226,930	96.7	$1,197,965	($28,964)	(2.36%)
12.0"	143.3	$1,818,190	143.3	$1,775,268	($42,922)	(2.36%)
(1) Meter flow equivalencies specified by the City						

4.8. Annual Water Capacity Fee Adjustments

On an annual basis, the City adjusts its water capacity fees by applying data from the Engineering News Record Construction Cost Index (ENR CCI) or 3.0%, whichever is higher. Raftelis recommends that the City continue this policy.

5. Local Wastewater Capacity Fees

5.1. Sewer Units

The City's wastewater capacity fees are assessed based on "sewer units." The City's Code of Ordinances provides a comprehensive discussion on the determination of Residential Sewer Units (Section 14.16.100) and Commercial and Industrial Sewer Units (Sections 14.16.100.1 and 14.16.100.2). Based on an analysis completed by Staff, the City provided service to 82,273 sewer units as of June 30, 2023. Projected sewer units in 2035 are 93,753 which represents an incremental growth of 11,480 sewer units over existing levels. The annual growth rate in sewer units through 2035 is 1.0% annually. This value as provided by City staff.

5.2. Methodology Used for Local Wastewater Capacity Fees

The current local wastewater capacity fee is only $460 per sewer unit. Historically the City has required a new development to install the necessary sewer infrastructure through agreements with the developers. Due to concerns regarding the impact on the development community, Raftelis and City staff agreed that using the lower cost incremental cost approach was the preferred option.

Raftelis calculated a proposed local wastewater capacity fee of $817 using an incremental cost approach that featured planned growth-related capital expenditures specified by the City. The total growth-related capital expenditure used in the calculation was $9,375,000. A detail of these expenditures is shown in Table 5-1.

Table 5-1: Planned Growth-Related Capital Expenditures Through 2035

Year	Expenditure	Amount
2028	Vactor Truck	$685,000
2029	CCTV Truck	$450,000
2029	1/2 Ton Truck	$70,000
2031	1/2 Ton Truck	$70,000
2031	Wastewater Collections Building PGWWTP	$4,050,000
2032	Wastewater Collections Building PGWWTP	$4,050,000
	Total	**$9,375,000**

Using the incremental cost approach featuring planned capital improvement expenditures allowed for the development of a much less expensive, although still quantitatively based wastewater capacity fee. This fact notwithstanding, the proposed local wastewater capacity fee of $817 is a 77.6% increase over the current fee of $460. Similar increases can be expected as an outcome of future nexus studies.

Table 5-2: Calculation of Proposed Updated FY 2027 Local Wastewater Capacity Fee

Line	Description	Amount
1	Projected Sewer Units in 2035 at a 1.0% Annual Growth Rate	93,753
2	Sewer Units as of June 30, 2023	82,273
3	Incremental Growth in Sewer Units	11,480
4		
5	Planned Growth-Related Capital Expenditures	$9,375,000
6	Sewer Units	11,480
7	Proposed Local Wastewater Capacity Fee	$816.91
8		
9	Current Local Wastewater Capacity Fee	$460.00
10	$ Increase	$356.91
11	% Increase	77.6%

5.3. Annual Local Wastewater Capacity Fee Adjustments

On an annual basis, the City adjusts its local wastewater capacity fees by applying data from the Engineering New Record Construction Cost Index (ENR CCI). Raftelis recommends that the City continue this policy.

R3 CONSULTING GROUP, INC.
RESOURCES · RESPECT · RESPONSIBILITY

March 13, 2025

Ms. Vicki Reid
Recycling and Organics Coordinator
City of Roseville
311 Vernon Street
Roseville, CA 95678
submitted via email: VReid@roseville.ca.us

SUBJECT: Development Fee Update – R3 Final Report

Dear Ms. Reid,

R3 Consulting Group, Inc. (R3) is pleased to submit the attached Final Report for the solid waste development fee update to the City of Roseville (City).

This report presents our analytical methodology, results and findings, and recommendations regarding the residential, commercial, and multi-family solid waste development fees to pay for the cost of solid waste vehicles and containers post collection costs needed to provide solid waste, recycling and organic collection services to new residential and commercial developments.

Based on our analysis, the current development fees for:

- Single-family residential unit can be increased from $410.00 to $417.00.
- Commercial development can be increased from $0.34 to $0.36 per square foot.
- Multi-family can be changed from $139.00 per multi-family unit ($0.17 per square foot) to $0.21 per square foot.

Sincerely,

William Schoen | *Sr. Director*
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Attachment 3 Multi-Family Development Fee

Attachment 4 Development Fee Benchmark Comparison

1. EXECUTIVE SUMMARY

Background

R3 was engaged by the City of Roseville (City) to assist it with establishing updated residential, commercial, and multi-family solid waste development fees to pay for the cost of solid waste vehicles and containers needed to provide solid waste, recycling and organic collection services to new residential and commercial developments. The City established its current fees in 2006. The analysis that established those fees utilized data from MuniFinancial's General Plan Fiscal Impact Analysis report (Dec. 2005) that was prepared for the City. That analysis included detailed growth estimates, including commercial square footage and single family and multi-family unit projections through 2025. Those projections served as the basis for the calculation of the development fees. The current analysis was conducted without similar detailed growth projections although the general methodology used is similar to that of the prior analysis.

Purpose

The City charges developers residential and commercial solid waste development fees to finance the City's Solid Waste Capital Purchase Fund. These fees are intended to pay for the cost of solid waste collection capital expenses associated with each new residential and commercial property (i.e., vehicles, carts, containers, and post-collection capital expense) and are held in the Solid Waste Capital Purchase Fund. The factors considered in developing these fees were the type of container used to store solid waste at the property, and the type of vehicle used to collect solid waste from the property. Based on these factors, single family units, which use plastic carts for storage and side load vehicles for collection, were segregated into one class, while multi-family and commercial units, which use metal bins for storage and front-end load vehicles for collection, were combined into a second class. The residential (single family homes and multiplexes), and multi-family impact fees were calculated and set on a per unit basis, and the commercial/industrial impact fees were set on a square footage basis.

The outcome of this Study is to develop an impact fee model to support the solid waste fees charged to developers, consistent with all relevant laws and regulations.

Methodology and Findings

To complete this Study, R3 reviewed and analyzed information provided by the City pertaining to the City's capital costs associated with providing collection service. Using that information, we then calculated – as a subset of that total capital cost – the proportionate amounts necessary to cover the City's costs, including vehicle and cart and container costs for new development. All calculated amounts in this Study are in current Fiscal Year (FY) 2024-25 dollars. Minor differences in dollar figures shown in the report are due to rounding.

Conclusions

Development Fee

Based on a review of the City's capital cost to provide collection service to residential and commercial service, we determined that development fees for:

- Single-family residential unit can be increased from $410.00 to $417.00.
- Commercial development can be increased from $0.34 to $0.36 per square foot.
- Multi-Family development can be adjusted to a per square foot rate of $0.21.

2. METHODOLOGY & CALCULATIONS

Single Family Residential Solid Waste Development Fee

The City's current residential solid waste development fee is $410.00 per single family unit. That fee was calculated based on the cost of two (2) carts for each single family residential unit (SFU) and the allocated capital cost of the residential collection vehicles. The vehicle cost allocation was based on the number of residential accounts serviced per week by each collection vehicle.[1]

For the purpose of updating the residential development fee, a similar methodology was used, with updated vehicle and cart costs, based on two scenarios:

- The existing 2-cart system.
- A future 3-cart system.

In addition, a square footage component was included that addresses single family units of less than and greater than 10,000 square feet (ft^2) . Those SFUs of less than 10,000 ft^2 were assumed to have one 95–-gallon trash cart, while those with greater than 10,000 ft^2 are assumed to have two 95–gallon trash carts.-

That analysis calculated residential solid waste development fees for the two scenarios based on 2024 vehicle and cart and container costs, rounded down to the nearest dollar, as follows:

Existing 2-cart System

- **$417.00** per SFU of less than 10,000 ft^2
- **$582.00** for those with 10,000 ft^2 or more. (**Attachment 1**).
-

Future 3-cart System

- **$666.00** per SFU of less than 10,000 ft^2
- **$831.00** for those with 10,000 ft^2 or more. (**Attachment 1**).

Commercial Solid Waste Development Fee[2]

The City's current commercial solid waste development fee is $0.34 per square foot of commercial development. The updated analysis calculated a fee of **$0.36 per square foot**. In order to be more conservative, unlike the original analysis, the updated analysis did not include costs related to the development of support facilities, which represented approximately 16% of the total costs that were considered in the prior analysis. In addition, the waste generation factor calculated as part of the updated analysis is 13% less than the factor calculated as part of the prior study. If we set the waste generation factor the same as the prior analysis and included a similar percentage of facility costs in the fee calculation, the updated fee would be $0.47 per square foot.

---

1 *@ 3,400 accounts per route per week, each account is allocated 1/3,400th of the vehicle capital cost.*

2 *This analysis is specific to the City's commercial collection system and does not account for the implementation of a 3-container system, which the City is considering. The commercial classification includes car washes, storage facilities, and industrial complexes.*

Solid Waste Front Loader Portion of Commercial Development Fee

The calculation of the front-loader vehicle cost portion of the commercial development fee involved the following steps:

Vehicle Portion of Fee

- Calculate how many cubic yards of solid waste is generated per square foot of commercial development (0.00044 yd^3) (**Attachment 2**);
- Determine how many cubic yards of solid waste each front-loader collects on average each week (2,583 yd^3);
- Determine how many square feet of commercial development generates 2,583 cubic yards of solid waste (5.9 million ft^2);
- Divide the cost of a front-loader plus 25% of a spare vehicle ($620,000 * 1.25 = $775,000), by the total number of square feet of developed space each front loader services weekly (5.9 million) to calculate the solid waste front-loading vehicle cost portion of the fee ($0.13 / ft^2)

Bin / Container Portion of Fee

A similar methodology was used to calculate the bin portion of the fee. The total cost of a commercial 4-yard bin was divided by the total number of square feet of developed space each bin can accommodate on a weekly basis. That generated a bin cost of four cents ($0.04) per square foot of developed space.

Other Fee Portions

In addition to front loader solid waste routes (6 routes), the City also operates the following commercial routes:

- Cardboard Front Loaders (2 routes)
- Solid Waste Rear Loaders (1 route)
- Organic Waste Route[3] (1 route)
- Roll-Off Vehicles (6 routes)

As with solid waste front loaders, there are vehicle and containers costs associated with each of these other commercial collection systems that need to be calculated and included in the development fee.

The development fee vehicle and container cost components for each of the four collection systems above were calculated using the established front end loader vehicle cost calculated above, adjusted to account for: (a) any differences in vehicle costs, and (b) the number of daily routes as compared to the number of front loader routes. The container cost was calculated in a similar manner with adjustments to the front loader container cost to account for differences in the cost and number of containers as compared to the solid waste front loader system.

Multi-Family Solid Waste Development Fee

The current multi-family development fee is $139.00 per multi-family unit and was developed using multi-family unit projections from the MuniFinancial Report. Similar detailed multi-family unit information was not available at the time of our analysis. As such, for purpose of updating that fee the analysis, R3 followed the same methodology described above for commercial accounts using data from sample (representative) multi-family accounts provided by the City.

---

3 *Tractor-Trailer that can empty both bins and cans.*

That analysis found that the waste generation rate per square foot of multi-family development is 0.00026 cubic yards (**Attachment 3**), which equates to a multi-family development fee of **$0.21 per square foot**.

Solid Waste Development Fee Benchmark Comparison

R3 conducted a comparison of communities to document the solid waste development fees and categories these communities have established. Our survey resulted in a limited number of comparable benchmarks. The benchmark comparison found a range of solid waste development fees based on per unit, square foot, or waste volume as shown in our analysis (**Attachment 4**).

3. RECOMMENDATION

Adopt New Development Fees

Adopt new development fees that are based on a nexus study proportionate to the square footage of the proposed units of development.

- Single-family residential unit: $417.00 for those with up to 10,000 ft^2.
- Single-family residential unit: $582.00 for those with 10,000 ft^2 or more.
- Commercial development, including car washes, storage facilities, and industrial complexes: $0.36 per square foot.
- Multi-Family development: $0.21 per square foot.

Periodic Recalculation

The development fees listed above are based on the Solid Waste Division's 2024 vehicle and cart and container budgeted costs. As such, to keep pace with inflation those fees should be periodically adjusted to reflect updated budget costs.

The fee could also be adjusted in the future for the actual vs. projected number of recyclable material and organic waste routes under a 3-container commercial collection system.[4]

[4] *Those Business Categories that have lower weekly service volumes (e.g., Public Storage Units) have lower allocation factors and associated lower allocated cost.*

Attachment 1

Residential Development Fee

							Under 10,000 ft2		10,000+ ft2	
									Additional Cost	Total
Organics + Recycling Participation Rate			80%							
			Accounts / Route	Truck Cost	Cost/Acct		w/Spare Ratio (1)			
weekly	Solid Waste Vehicle		3,400	$ 600,000	$ 176.47		$ 220.59			
biweekly	Yard Waste Vehicle		8,500	$ 600,000	$ 70.59		$ 88.24			
					Vehicles		**$ 308.82**		**$ 110.29**	
					Carts		**$ 108.00**		**$ 54.00**	
					Total		**$ 417.00**		**$ 164.29**	**$ 582.00**
				Current Development Fee			**$ 409.18**			

(1) set at = 25%

Attachment 2

	A	B	C	D	E	F	G	H	I	J	K
1		**Business Name**	**Sq. Feet**	**Address**	**Trash**	**# Bins**	**Bin Size**		**Freq**	**Weekly SW yd3**	**Yd3/ft2**
2	1	Chevy's	6,500	1919 Douglas Bl	(1) 3yd = 5 x per week	1	3	3	5	15	0.00231
3	2	Raising Canes	4,297	1220 Galleria Bl	(2) 8yd = 7 x per week	2	8	16	7	112	0.02606
4	3	Brookfield's	7,220	1817 Taylor Rd	(1) 4yd = 3 x per week	1	4	4	4	16	0.00222
5	4	Cattleman's	9,840	2000 Taylor Rd	(1) 4yd = 4 x per week	1	4	4	4	16	0.00163
6	5	Gaipao Gaucho	8,006	1400 Eureka Rd	(1) 4yd = 2 x per week	1	4	4	2	8	0.00100
7	6	Fat's Asian Bistro	7,157	1500 Eureka Rd	(1) 6yd = 3 x per week	1	6	6	3	18	0.00252
8		**Subtotal**	**43,020**							**185**	**0.00430**
9											
10											
11	7	KB Lava Ridge Mt LLC	180,000	3010 Lava Ridge Ct	(1) 4yd = 2 x per week	1	4	4	2	8	0.00004
12	8	Lawler Professional Bldg	22,140	2140 Professional Dr	(1) 4yd = 2 x per week	1	4	4	2	8	0.00036
13	9	KB Douglas Mt LLC	108,000	2901 Douglas Bl	(1) 4yd = 3 x per week	1	4	4	3	12	0.00011
14	10	Beard Land Improvement	88,400	1101 Creekside Ridge Dr	(1) 4yd = 5 x per week	1	4	4	5	20	0.00023
15	11	300 Harding Blvd Holdings LLC	42,688	300 Harding Bl	(1) 4yd = 3 x per week	1	4	4	3	12	0.00028
16	12	DDIP LLC	38,580	1200 Melody Ln	(1) 2yd = 1 x per week	1	2	2	1	2	0.00005
17		**Subtotal**	**479,808**							**62**	**0.00013**
18											
19											
20	13	West Roseville Collision Center	12,136	10640 Industrial Av	(1) 4yd = 2 x per week	1	4	4	2	8	0.00066
21	14	Harris & Bruno	21,000	8555 Washington Bl	(1) 6yd = 2 x per week	1	6	6	2	12	0.00057
22	15	JFC Electric	8,280	7451 Galilee Rd	(1) 4yd = 2 x per week	1	4	4	2	8	0.00097
23	16	Mr. Sprinkler	20,076	100 Derek Pl	(1) 4yd = 1 x per week	1	4	4	1	4	0.00020
24	17	Precision Door Inc.	17,000	2120 March Rd	(1) 4yd = 1 x per week	1	4	4	1	4	0.00024
25	18	LB Construction	45,300	8655 Washington Bl	(1) 5yd = 2 x per week	1	5	5	2	10	0.00022
26		**Subtotal**	**123,792**							**46**	**0.00037**
27											
28											
29	19	Big 5	10,620	1909 Douglas Bl	(1) 3yd = 2 x per week	1	3	3	2	6	0.00056
30	20	Longs Drugs	30,621	5090 Foothills Bl	(1) 4yd = 2 x per week	1	4	4	2	8	0.00026
31	21	Michael's	24,336	1192 Galleria Bl	(1) 8yd = 1 x per week	1	8	8	1	8	0.00033
32	22	Antique Trove	40,000	236 Harding Bl	(1) 8yd = 1 x per week	1	8	8	1	8	0.00020
33	23	Safeway	55,922	989 Sunrise Av	(1) 4yd = 5 x per week	1	4	4	5	20	0.00036
34	24	Walgreens	15,120	3999 Foothills Bl	(1) 4yd = 1 x per week	1	4	4	1	4	0.00026
35	25	Raley's	67,759	4051 Woodcreek Oaks Bl	(2) 3yd = 7 x per week	2	3	6	7	42	0.00062
36		**Subtotal**	**244,378**							**96**	**0.00039**
37											
38		**Total**	**890,998**							**389**	**0.00044**

	A	B	G	H	I
533	**Account Name**	**Service Address**	**Weekly Solid Waste (yd3)**	**Ft2**	**Yd3/Ft2**
534	AAH WOODCREEK LP	1295 HEMINGWAY DR	20	84,368	0.00024
535	AVANATH SUTTER LP	6725 FIDDYMENT RD	16	64,400	0.00025
536	LHE WOODCREEK WEST LLC	1890 JUNCTION BL	72	345,370	0.00021
537	MAIDU VILLAGE	1750 EUREKA RD	12	66,398	0.00018
538	PINNACLE OPID LLC	1100 ROSEVILLE PW	64	233,228	0.00027
539	SIERRA REGENCY	1015 MADDEN LN	48	143,100	0.00034
540	STANDARD CROCKER VENTURE LP	8000 PAINTED DESERT DR	40	126,342	0.00032
541					
542		**Totals**	**272**	**1,063,206**	**0.00026**

Attachment 4

Development Fee Benchmark Comparison

City	Fee Amount Per Building Type				Fee Methodology			Last Update
	Single-Family ($/unit)	Multi-Family ($/unit)	Com.	Ind.	Res.	Multi-Family	Com./Ind.	
Clovis*	$509.00	$412.00	$412.00	$412.00	Per Unit	Per Unit	Per Unit	FY 2023-2024
Folsom	$627.00	$417.00	$ 0.47	$ 0.47	Per Unit	Per Unit	Per Square Foot	Effective 2/9/25
Lincoln	$ 85.00	$ 85.00	$ 54.63	$ 65.13	Per Unit	Per Unit	Per 1,000 Square Feet	Resolution 2024-005
Lompoc	$406.00	varies**	varies**	varies**	based on cost and number of containers			FY 2023-2024
Merced - Trash & Recycle	$281.51	$159.99	17.37% surcharge of subscribed collection service level for 96 months from issuance of building permit		Per Unit	Per Unit	Waste Volume	Ord. No. 2514, 3-16-2020
Merced - Organics	$123.96	$70.45			Per Unit	Per Unit	Waste Volume	Ord. No. 2514, 3-16-2020
Redlands	$0.07	$0.07	$ 60.00	$ 60.00	Per Square Foot	Per Square Foot	Per 1,000 Square Feet	Ord. No. 2968, 7-16-2024
Roseville (Current)	$410.00	$139.00	$ 0.34	$ 0.34	Per Unit	Per Unit	Per Unit	2/15/06
Roseville (Proposed - 2-cart)	$417.00	$ 0.21	$ 0.36	$ 0.36	Per Unit	Per Square Foot	Per Square Foot	Draft
Roseville (Proposed - 3-cart)	$666.00	$ 0.21	$ 0.36	$ 0.36	Per Unit	Per Square Foot	Per Square Foot	Draft

* Unit is defined as each separate dwelling unit or EDU (EDU = Equivalent Dwelling Unit)
Office - 1 EDU = 980 ft^2 of gross parcel area
Industrial - 1 EDU = 980 ft^2 of gross parcel area
Retail - 1 EDU = 980 ft^2 of gross parcel area
** Commercial, MFD, Industrial are variable depending on size and number of containers

R3 CONSULTING GROUP, INC.
RESOURCES · RESPECT · RESPONSIBILITY

April 18, 2025

Ms. Vicki Reid
Recycling and Organics Coordinator
City of Roseville
311 Vernon Street
Roseville, CA 95678
submitted via email: VReid@roseville.ca.us

SUBJECT: Non-Exclusive Franchise Hauler Fee Update – R3 Final Report

Dear Ms. Reid,

R3 Consulting Group, Inc (R3) is pleased to submit the attached Final Report for the solid waste Non-Exclusive Franchise (NEF) Hauler Fee update (Update) to the City of Roseville (City). This report presents our analytical methodology, results and findings, and recommendations regarding the NEF franchise fees to be paid by the City's NEF solid waste collection service providers (NEF Haulers).

When we perform a Fee Study, we typically attempt to comprehensively analyze and calculate:

- City's Costs
- Property Use Charges
- Pavement Impacts

However, because of the limited operations performed by the NEF Haulers in the public right of way, the focus of the Update is primarily on the City's costs and minimal pavement impacts. Total annual NEF Hauler franchise fees are based on annual tonnage hauled and were calculated such that they are not more than necessary to cover the City's costs in managing and administering the NEF hauling operation, plus any Pavement Impacts.

Based on our analysis, the current NEF Fee can be increased from $6.88 per ton to a maximum of $12.43 (approximately $12.40) per ton but the City could also phase in the increase over time if it prefers.

Sincerely,

Jordan Muratsuchi | *Sr. Consultant*
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Carrie Baxter | *Principal*
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1. EXECUTIVE SUMMARY

Background

The City allows any private hauling company to perform debris box operations within the City so long as an annual application/renewal fee and a monthly franchise fee of $6.88 per ton collected is paid to the City. These debris box operations are irregular and non-scheduled, based on individual customer demand. Additionally, the debris box operations are exclusively for construction and demolition waste.

Per the NEF Haulers' permits, the NEF Haulers are to pay franchise fees to the City to cover the costs incurred by the City in managing, administering, enforcing, and supplementing the services provided in the NEF hauling operations, as well as the charge for the use of the public right-of-way for the special and lasting access to use it for set-out and collection of solid waste containers, and pavement impacts.

Purpose

The purpose of this Study is to identify the amounts that may be reasonably recovered through the Non-Exclusive Franchise Fees (Fees) paid by the NEF Haulers to the City as exempt from consideration as taxes. In terms of the applicable legal framework, this analysis seeks to quantify whether amounts that may be reasonably recovered through the Fees paid by the Contractors to the City fall within an exemption to the definition of a tax per Article XIII C, Section 1(e) of the California Constitution ("Proposition 26").

There are four primary exceptions to the Proposition 26 definition of tax that are relevant:

- **Exception 1:** "A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege."
- **Exception 2:** "A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product."
- **Exception 3:** "A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof."
- **Exception 4:** "A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property."

Franchise Fees are often made up of three components. The first component includes the City's proportionate costs (**City's Costs**) per Exceptions 1, 2 and 3. The second component includes the proportionate charges for the Contractors' use of the public right-of-way (**Property Use Charges**) per Exception 4. The third component includes the City's proportionate costs associated with pavement impacts (**Pavement Impacts**) per Exception 1. Our analysis primarily focuses on City Costs due to the limited nature of the NEF Haulers.

Methodology and Findings

To complete this Study, R3 reviewed and analyzed information provided by the City pertaining to the City's Costs and determined them to be reasonable. Using that information, we then calculated – as a subset of the total amounts in these categories – the proportionate amounts necessary to cover the City's costs, including staffing and other costs during the course of providing sanitation service. All calculated amounts in this Study are in current Fiscal Year (FY) 2024-25 dollars. Minor differences in dollar figures shown in the report are due to rounding.

City's Costs

The City's costs are comprised of annual costs for management and administration of the NEF Hauler Permits. Staffing costs are calculated based on estimated time allocations (based on historical tonnages hauled by the NEF haulers and the assessment of current City employees). The calculation results in **$141,472** in City's Costs.

Property Use Charges

Typically, the annual charge to haulers for use of government property in the public right-of-way is calculated as a function of estimates for the number of solid waste accounts setting out solid waste collection containers in the right-of-way, the set-out area used, the amount of time it is used, and the market value for the per square foot use of the public right-of-way.

The City's NEF Haulers exclusively provide on-call debris box services and do not perform regularly scheduled services. Further, debris boxes are often kept on private property. NEF Haulers are not junk hauling businesses. Junk hauling businesses are those specializing in the collection, hauling, and disposal of unwanted items on demand. Junk hauling businesses are prohibited from dropping debris boxes within the City, so the minimal waste collected by junk hauling businesses was not considered when developing the NEF Hauler Monthly Fee.

The Property Use Charges that would accordingly affect these debris box services, in which the containers are sometimes temporarily placed in the public right-of-way, is not included because the City has implemented an individual encroachment fee for temporary use of the public right-of-way. This encroachment fee acts as the property use charge and therefore, there are no property use charges that can be included in franchise fees paid by NEF Haulers.

Pavement Impacts

Typically, the annualized costs for pavement repair, maintenance, and rehabilitation are calculated based on the proportionate impact to pavement from solid waste collection vehicles compared to other sources of impacts. These are separate from Property Use Charges, in that Pavement Impacts are derived from damage caused to pavement by collection vehicles, while Property Use Charges are derived from the use of the public right-of-way for the set-out and collection of solid waste containers.

The debris box operation conducted by the NEF Haulers is irregular and based on individual customer demand. Therefore, the City's NEF Haulers do not operate vehicles on the same streets on a regular schedule (unlike the City's municipal operations). As such the impacts to pavement are inconsistent throughout the network of streets in the City and make up of a small portion of pavement impacted compared to solid waste vehicles that operate on a regular schedule over a full day.

Conclusions

Non-Exclusive Franchise Fee

The City's Costs calculated in this Study are $125,817 and Pavement Impacts calculated in this Study are $15,655. Therefore:

- The City may consider collecting a **maximum** of $141,472 Non-Exclusive Franchise Fee revenue from the combined NEF Haulers.
- **The City may consider Fees that are less than the amounts calculated by this Study**, which would result in Fees being below the calculated amounts necessary to cover the City's Costs. Given that the calculations in this Study are estimates and given unknown but possible changes in the legal framework affecting what may constitute allowable costs for Franchise Fee revenue recovery in the future, adoption of Fees below

the amounts calculated via this Study would be a conservative approach that would further bolster reasonableness.

- R3 estimates that the maximum $141,472 annual Fee revenue for the NEF Haulers would equal approximately **$12.40** per ton, applied to all NEF Haulers. This is an approximately 80% increase from the current fee of $6.88 per ton.
- The maximum Fee calculated of $141,742 is a 95% increase from the current amount of franchise fees collected of $72,399. Should the City wish to increase the fee to this amount, the City may want to consider incremental adjustments over 2-3 years.
- Should the City decide to increase the franchise fee to the maximum calculated amount, over a period of three (3) years, the franchise fee would increase by $1.80-$1.90 each of the three years.

Reasonableness of Estimates and Assumptions

In performing calculations, it was necessary to estimate certain values for which reasonable ranges exist. Where assumptions were necessary for completing calculations, our objective was to apply assumptions on the lower end of the reasonable range based on our professional experiences working on similar matters for other agencies. Had we used other higher assumptions, the results of this Study would have been higher calculated Franchise Fee amounts. Therefore, we conclude that the calculated fee amounts are not higher than necessary to cover the City's reasonable costs plus the reasonable value of the Contractors' use of the public right-of-way.

Limitations

This Study relies on information provided by the City which we have reviewed and analyzed for reasonableness and accuracy but did not independently audit or verify. This includes any calculations that were conducted by other consultants to the City outside of this Study.

As stated above, it was necessary to estimate certain values for which reasonable ranges are known to exist. Though changes to estimates and other underlying assumptions may materially change the calculations, we have elected to apply estimates on the low end of reasonable ranges, thus minimizing the potential that changes in calculations would result in different ultimate findings. We have reviewed estimates and assumptions with City staff and have mutual concurrence on applicability and reasonableness of all such values in this Study.

Finally, the methodology employed by this Study calculates the reasonable values for the Fee within the context of current laws, regulations, and court rulings. Changes in the legal framework may require revisions to the methodology and findings contained in this Study.

2. METHODOLOGY & CALCULATIONS

City's Costs

Methodology

R3 reviewed and analyzed information provided by the City pertaining to the General Fund and Solid Waste Fund costs incurred for management, administration, regulatory compliance and enforcement, solid waste collection and clean-up, and other obligations associated with the NEF Hauler system.

These costs include and may not be limited to:

- Staffing costs, including salaries and benefits.
- Supplies and materials.

Using the total annual salary, benefits, and other cost information provided by City staff for FY 2024-25, we estimated the proportion of costs associated with management and administration of the NEF Haulers. We then calculated the proportionate totals and categorized them by the functions listed in the sections below.

Variables, Estimates and Assumptions

Staffing Costs

Variables associated with salaries and benefits (staffing costs) include the allocation of time that positions are dedicated to management and administration of the NEF Haulers (including time supervising others with primary responsibility for these duties), the amount by which funding of salaries and benefits will be paid by the Solid Waste Fund. The estimated time allocation by position category provided by the City and used in this Study is shown in **Table 1**, below. City Manager and City Attorney positions that are include are indirectly associated with the management and administration of the NEF Hauler Permits, including oversight and general overhead (which is not otherwise included in this Study). Other positions are either directly or indirectly responsible for the management and administration of the NEF Hauler Permits.

Table 1: Allocations of Staffing Time by Position

Positions	Time Allocation
Senior Solid Waste Billing Technician	18.8%
Waste Services Field Enforcement Supervisor	11.3%
Management Analyst	12.5%
City Manager's Office	0.25%
City Attorney's Office	0.25%
Street Sweeping Personnel	2.0%

R3 verified with City staff that the salaries and benefits included in this Study will be paid by the Solid Waste Services Fund.

Analysis

Direct Management and Administration

This category includes City staffing for direct management and administration of the NEF Hauler Permits. Staffing costs include allocated costs for the City's Senior Solid Waste Billing Technician and Management Analyst, for a total annual calculated staffing cost in this category of $50,944. We have included an additional $5,600 annually to pay for the consulting costs to review the fee amounts. The total for the category is **$56,544.**

Indirect Management and Administration

This category includes City staffing costs for indirect management and administration, including supervision of those responsible for direct management and administration of the NEF Hauler Permits and associated responsibilities. Allocated costs for the City Manager's Office and City Attorney's Office are calculated for total annual costs in this category of **$10,830.**

Municipal Code Enforcement

This category includes City staffing costs for municipal code enforcement associated with the NEF Haulers. Allocated costs for the Waste Services Field Enforcement Inspector are calculated for total annual costs in this category of **$17,995.**

Street Sweeping

This category includes City staffing costs for street sweeping associated with the NEF hauling operation. Allocated costs for the Street Sweeper Operators are calculated for total annual costs in this category of **$40,448.**

Annual Total of City's Costs

Table 3, below, shows the total of the City's Costs for management and administration of the NEF Haulers as calculated in this Study, by category.

Table 3: City's Annual Costs by Category and in Total

Category	Staffing Costs
Direct Management and Administration	$56,544
Indirect Management and Administration	$10,830
Municipal Code Enforcement	$17,995
Street Sweeping	$40,448
Total Annual City's Costs	**$125,817**

Pavement Impacts

R3 reviewed and analyzed information provided by the City pertaining to the Pavement Impacts associated with solid waste vehicles on the City's streets. The City provided R3 with a report from a separate consultant dated July 8, 2024 with Subject "Phase 2 Study – Comprehensive Proposition 218 Fees and Charges Assessment and Related Cost-of-Service Studies" which calculated the total annual solid waste vehicle portion of Pavement Impact costs to be $782,763.

These costs include and may not be limited to:

- Pavement repair.
- Pavement Maintenance.
- Pavement replacement.

Based on the irregular nature of the NEF hauling operations, we assumed the Pavement Impacts from NEF hauling vehicles to be 2% of the total Pavement Impact costs attributed to solid waste vehicles from the City's provided report.

Table 4, below, shows the total of the City's Pavement Impact costs of the NEF Haulers.

Table 4: City's Pavement Impact Costs

Category	Amount
Total Solid Waste Truck Pavement Impact[1]	$782,763
Percent NEF Hauling Vehicle Impact	2%
NEF Hauler Cost Portion	**$15,655**

Fee Comparison

A comparison of similar fees charged by communities for debris box services is shown in **Table 5**, on the following page. As shown in the table, communities typically charge a fee based on a percentage of revenue as opposed to the City's method of charging a fixed fee per ton, however the City's approach may be more justifiable in meeting the cost of service.

[1] *From the City's Report "Final Phase 2 Report – Proposition 218 Fees and Charges Assessment and Related Cost-of-Service Studies" dated July 8, 2024.*

Table 5: Debris Box Fee Comparison

Community	Debris Box Hauler Fee
Sacramento County	10% Gross Receipts; $1,000 Application Fee
Sacramento City	10% Gross Receipts
Elk Grove	10%-20% Gross Receipts (based on diversion rate)
Fairfield	13% Gross Receipts
Lincoln	10% Gross Receipts
Glendale	20% Gross Receipts
Citrus Heights	10% Gross Receipts
Folsom	8% Gross Receipts

3. FINDINGS & CONCLUSIONS

Non-Exclusive Franchise Fee

- R3 calculated estimates of the City's Costs based on actual and estimated cost information provided by the City, and with reasonable and conservative assumptions for estimated values.
- The sum of annual maximum City's Costs calculated in this Study is $125,817.
- The annual maximum Pavement Impact calculated in this Study is $15,655.
- R3 estimates that the total maximum $141,472 annual Fee revenue for the NEF Haulers would equal approximately $12.40 per ton, applied to all NEF Haulers. This is an approximately 80% increase from the current fee of $6.88 per ton.
- The calculated amounts bear a reasonable relationship to the NEF Haulers' burdens on the City resulting from the management and administration of the NEF hauling operation. The City's Costs have been reviewed and confirmed by City staff as being representative of the actual time and costs incurred for these activities.
- The application fee adjustment methodology and estimates used to determine the appropriate amount of staff time appear reasonable based on our understanding of the requirements for administering a non-exclusive franchise system.
- The Fees calculated via this Study are maximum amounts, and the City may consider lesser amounts of Fees, especially given the unsettled legal landscape regarding cost categories that may be recovered via Franchise Fees.

4. RECOMMENDATIONS

Incremental Adjustment Approach

The maximum calculated franchise fee is approximately 80% greater than the current fee. Should the City decide to increase the franchise fee to the maximum calculated, the City may wish to implement the updated fee through incremental adjustments over a series of three years, as to prevent a single large increase in fees.

Adjusting the franchise fee to the maximum calculated of $141,472, or approximately $12.40 per ton, over a series of three (3) years would result in fee adjustments shown in **Table 6**, below.

Table 6: Three (3) Year Incremental Adjustment of Franchise Fee to Maximum Calculated

Category	FY 24-25 (Current)	FY 25-26	FY 26-27	FY 27-28
NEF Hauler Franchise Fee (per ton)	$6.88	$8.70	$10.60	$12.40

Periodic Recalculation

Over time, the City's Costs associated with the NEF hauling operation and the value of Property Use Charges for use of the public right-of-way may change in ways that vary from the annual change in the CPI. Additionally, changes in City policies, programs, procedures, organization, geopolitical boundaries, laws, regulations, court rulings, and/or other factors may also trigger a need for recalculating fees.

» R3 recommends the City consider updating this Study periodically (e.g., every five years) or more frequently if needed to recalculate fees in response to other factors.

133449

PUBLIC NOTICE

133449

NOTICE OF PUBLIC HEARING ON PROPOSED WATER, WASTEWATER, AND WASTE SERVICES CONNECTION/IMPACT FEE and NON-EXCLUSIVE FRANCHISE (NEF) HAULER FEE ADJUSTMENTS CITY OF ROSEVILLE, PLACER COUNTY, CALIFORNIA

NOTICE IS HEREBY GIVEN that the City of Roseville will hold a public hearing on Wednesday, August 5, 2026, at 6:00 p.m. in the City Council Chambers at 311 Vernon Street, Roseville, California, to consider the adoption of proposed adjustments to connection/impact fees for the water, wastewater, and waste services utilities and NEF Hauler Fee.

Water – On October 1, 2026, the Water Connection Fee will be adjusted from $12,688 per equivalent dwelling unit (EDU) for LDR to $12,388 per EDU; $7,614 per EDU for MDR to $6,970 per EDU; and from $5,074 per EDU for HDR and multifamily to $6,808 per EDU for new connections to the potable water system. The Water Connection Fee for commercial and irrigation connections will be adjusted from $12,688 to $12,388 for ¾ inch meter. These fees are assessed on all new developments to obtain the necessary revenue to fund infrastructure that benefits and supports growth and are held in the Water Construction Fund.

Wastewater – On October 1, 2026, the Local Wastewater Connection Fee will be increased from $460 per EDU to $817 per EDU for new connections to the wastewater system. These fees are for the recovery of costs associated with Vactor trucks, CCTV truck, utility trucks, and new wastewater collection system support facilities and are held in the Wastewater Construction Fund.

Waste Services – On October 1, 2026, the Waste Services Impact Fee will be increased from $410 to $417 for each single-family residential dwelling unit and increasing the Commercial/Industrial development fee from $0.34 per square foot to $0.36 per square foot. The calculation for multifamily residential dwelling units will be revised from $139.00 per unit to a square foot-based fee of $0.21 per square foot. These fees are intended to pay for the cost of solid waste collection capital expenses associated with each new residential and commercial property (i.e., vehicles, carts, containers, and post-collection capital expenses),and are held in the Solid Waste Capital Purchase Fund.

NEF Hauler Fee – On October 1, 2026, the Non-Exclusive Franchise Hauler Fee will be increased from $6.88 to $10.60 for every ton of refuse collected and disposed of within the city. The fee will be increased to $12.40 from July 1, 2027, through June 30, 2028. This fee covers the costs incurred by the City in managing, administering, enforcing, and supplementing the services provided in the NEF hauling operations.

If you wish to challenge the City Council's decision on the proposed fee adjustments in court, you may be limited to raising only those issues which you or someone else raised at the public hearing described in this notice or in written correspondence delivered to the City Clerk at, or before, the public hearing, which will be held on **Wednesday, August 5, 2026, at 6:00 p.m.** City Council Chambers, 311 Vernon Street, Roseville, CA 95678.

Testimony from all interested persons, for or against the proposed fee adjustments, will be heard at the public hearing. The Connection/Impact Fee Study is on file with the City Clerk and is available for public review Monday through Friday from 8:00 a.m. to 5:00 p.m. at the address noted above.

City of Roseville
Environmental Utilities

PUBLISHED IN THE ROSEVILLE PRESS TRIBUNE: JUNE 19, 2026

The above space is reserved for Court/County Filed Date Stamp

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Placer

I am a citizen of the United States and employed by a publication in the County aforesaid. I am over the age of eighteen years, and not a party to the mentioned matter. I am the principal clerk of the **Roseville Press Tribune**, a newspaper of general circulation, in the **City of Roseville**, which is printed and published in the **County of Placer**. This newspaper has been judged a newspaper of general circulation by the Superior Court of the State of California, in and for the **County of Placer**, on the date of May 5, 1952, (Case Number 17357). The notice, of which the attached is a printed copy (set in type not smaller than nonpareil) has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

6/19/2026

I certify, under penalty of perjury, that the foregoing is true and correct.

Lily Philavanh

LILY PHILAVANH

Dated in Roseville, California

6/19/2026

PROOF OF PUBLICATION
THE ROSEVILLE PRESS TRIBUNE
1030 High Street
Auburn, CA 95603
P.O. Box 5910
Auburn, CA 95604

ORDINANCE NO. ____

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING SECTION 9.12.100 OF CHAPTER 9.12 OF TITLE 9 OF THE ROSEVILLE MUNICIPAL CODE REGARDING HEALTH AND SAFETY – SOLID WASTE IMPACT FEE, SECTION 9.17.040 OF CHAPTER 9.17 OF TITLE 9 OF THE ROSEVILLE MUNICIPAL CODE REGARDING FRANCHISE TERM AND FRANCISE FEE, SECTIONS 14.08.025 AND 14.08.026 OF CHAPTER 14.08 OF TITLE 14 OF THE ROSEVILLE MUNICIPAL CODE REGARDING WATER CONNECTION AND STANDARD CONNECTION FEES, AND SECTION 14.16.060 OF CHAPTER 14.16 OF TITLE 14 OF THE ROSEVILLE MUNICIPAL CODE REGARDING LOCAL SEWER CONNECTION FEE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Section 9.12.100 of Chapter 9.12 of Title 9 of the Roseville Municipal Code is hereby amended to read as shown on Attachment "A".

SECTION 2. Section 9.17.040 of Chapter 9.17 of Title 9 of the Roseville Municipal Code is hereby amended to read as shown on Attachment "B".

SECTION 3. Section 14.08.025 and Section 14.08.026 of Chapter 14.08 of Title 14 of the Roseville Municipal Code is hereby amended to read as shown on Attachment "C".

SECTION 4. Section 14.16.060 of Chapter 14.16 of Title 14 of the Roseville Municipal Code is hereby amended to read as shown on Attachment "D".

SECTION 5. This ordinance shall be effective at the expiration of sixty (60) days from the date of adoption.

SECTION 6. The City Clerk is hereby directed to cause this ordinance to be published in full at least once within fourteen (14) days after it is adopted in a newspaper of general circulation in the City, or shall within fourteen (14) days after its adoption cause this ordinance to be posted in full in at least three (3) public places in the City and enter in the Ordinance Book a certificate stating the time and place of said publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville this ___ day of _____, 2026, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

_____

MAYOR

ATTEST:

_____

City Clerk

§ 9.12.100. Solid waste impact fee.

A. Solid Waste Impact Fee Established. Each single-family waste generator and commercial waste generator serviced by city-owned containers collection pursuant to this chapter shall pay a solid waste impact fee upon issuance of a building permit as described below. The fee is based on a "Study" (Development Fee Update~~Solid Waste Impact Fee Model~~), which is attached to the council communication, dated March 13, 2025~~February 15, 2006~~, entitled "Development Fee Update~~Solid Waste Impact Fee~~." Containers shall be delivered upon issuance of a certificate of occupancy for the unit/development by the chief building inspector.

1. Noncommercial.

   a. Single-family residential dwelling unit: $417.00~~$410.00~~ per unit of less than 10,000 ft^2 and $582 per unit of 10,000 ft^2 or greater.

   b. Multifamily residential dwelling unit: $0.21 per square foot~~$139.00 per unit~~.

2. Commercial/industrial development: $0.36~~$0.34~~ per square foot.

The above fees will be effective October 19, 2026.

The Construction Cost Index (CCI) inflationary fee adjustment shall become effective July 1, 2027. The fee established by this chapter shall be adjusted annually July 1st beginning on July 1, 2027, by a percentage equal to the adjustment rate for the prior year for construction costs as determined by the director in the preceding June. The director's determination shall be based upon averaging the Construction Cost Index (CCI) for 20 cities and for San Francisco, as published in the Engineering News Record publication for the preceding 12 months ending in May.

B. Ownership. The city shall retain ownership of the containers. Persons owning or renting property served by such containers are responsible for the security of the containers. In the event of fire, theft, or other disappearance of container from the property a replacement container will be obtained from the city upon payment of the fee established in subsection A of this section. Persons owning or renting property served by such containers shall, upon vacating the premises, leave the primary container for the next occupant in a secure location upon the premises. Persons who have ordered an extra container shall, upon vacating the premises, call the city to have the extra container removed. Persons owning or renting property served by such containers are responsible for the appearance and cleanliness of the container.

C. Replacement Containers. A replacement container may be obtained upon payment of the fee established in subsection A of this section. Replacement of a container no longer usable due to normal wear shall not be subject to a replacement fee.

§ 9.17.040. Franchise term and franchise fee.

A franchise for refuse hauling shall be for a term of two years. In addition to a franchise application fee, each franchise shall be required to pay a franchise fee of $10.60 from October 19, 2026, to June 30, 2027,~~six dollars and eighty-eight cents~~ to the city for every ton of refuse collected and disposed of within the city. Thereafter, the fee will increase to $12.40 from July 1, 2027. The franchise fee shall be assessed based on the monthly reports required in Section 9.17.080, and shall be paid monthly by the franchisee.

A franchise may be renewed for one or more additional periods aggregating not more than two years, upon the recommendation of the director. Any person holding a franchise for refuse hauling shall obtain, provide and continuously maintain a city business license, and shall obtain, provide and continuously maintain insurance pursuant to city insurance requirements as set forth in Section 9.17.110.

If franchise fees are not paid by the franchisee at the times required by this section, then in addition to the franchise fees, the franchisee shall pay a late payment charge in an amount equal to two percent of the franchise fee that is due, plus interest equal to one and one-half percent per month of the entire balance due until paid in full.

§ 14.08.025. Water connection fees.

A. In order that appropriate provision be made for sharing the costs of the maintenance and expansion of the raw water supply, water treatment, storage, and distribution facilities of the city by those who receive the benefits thereof, there are established connection fees to such facilities, which fees shall be imposed in addition to the service connection costs charged pursuant to Section 14.08.020. Such additional water connection fees include a "standard connection fee" and an "irrigation connection fee." The fees shall be set so that they are equal to, but not greater than, the cost of service.

B. The water connection fees shall be based upon the applicable "dwelling unit equivalent" ("DUE") and density assignment. The fee for one DUE shall be $12,388.00~~$9,363.00~~ (per LDR unit), $6,970.00~~$5,618.00~~ (per MDR unit), $6,808.00~~$3,636.00~~ (per HDR unit) and $12,388.00~~$9,363.00~~ (per nonresidential unit) on October 19, 2026~~July 1, 2018~~.

C. The connection fee amount set forth above shall be adjusted annually on July 1st of each year by three percent or by a percentage equal to the inflation rate for the prior year for construction costs as determined by the environmental utilities director in the preceding June, whichever is greater. The director's determination of the percentage equal to the inflation rate for the prior year for construction costs shall be based upon the Engineering News Record, Construction Cost Index for the prior 12 months ending in May. The environmental utilities director shall report the amount of the adjustment in percentage terms and the dollar amount due per DUE to the city council annually at the first regular meeting of the council following the adjustment of the fee.

D. Except as otherwise provided, all water connection fees established by this chapter shall be payable upon issuance of a building permit. Connection fees will be determined using the amount in effect on the date of building permit issuance.

§ 14.08.026. Standard connection fee.

A. The standard connection fee for various types of service and applicable DUEs are based upon water service sizes required by the Uniform Plumbing Code and DUEs as shown in Section 14.08.029 for nonresidential connections and upon large lot use density categories for residential connections as defined herein. The standard connection fee shall be calculated as follows:

For all dwellings, as defined in Roseville Municipal Code Section 19.08.080(F), the connection fee shall be based upon the large lot land use density as defined within the Land Use Element of the city's general plan, the water service size as required by the Uniform Plumbing Code, and the equivalent DUEs as shown in Section 14.08.029. The minimum connection fee shall be based on a three-quarter-inch service size and the equivalent dwelling unit shall be one DUE if zoned low density residential; 56.3~~60~~ percent of the cost of one DUE for each dwelling unit if zoned medium density residential; and,

55.040 percent of the costs of one DUE for each dwelling unit if zoned high density residential. Fees shall not be based on the size of the master meter to a multifamily dwelling. Multifamily dwellings shall also pay an irrigation connection fee.

B. For all dwellings, as defined in Roseville Municipal Code Section 19.08.080(F), as may be amended from time to time, that require automatic fire protection systems pursuant to Roseville Municipal Code Section 16.16.110, as may be amended from time to time, the increased service size will not be assessed an additional fee associated with the fire protection system requirement. Connection fees shall be based on a three-quarter inch service size and the equivalent dwelling units required by subsection A without consideration for any fire protection system required by Roseville Municipal Code Section 16.16.110, as may be amended from time to time.

C. No additional water connection fee shall be charged for facilities located within a multifamily dwelling complex that are appurtenant to the general function of the multifamily dwelling complex. Such facilities include, but shall not be limited to, community centers, recreational centers, rental offices, maintenance offices and fire systems.

D. Pursuant to the fee policy identified in Roseville Municipal Code Section 19.60.100, as may be amended from time to time, no water connection fee shall be charged for accessory dwelling units developed within existing structures.

ATTACHMENT "D"

§ 14.16.060. Local sewer connection fee.

A. A local sewer connection fee shall be charged in accordance with Section 14.16.010 for each connection to the city-owned public sewer.

B. The local sewer connection fee shall be $817.00~~$363.00~~ per sewer unit on October 19, 2026.

C. The Construction Cost Index (CCI) inflationary fee adjustment shall become effective July 1, 2027~~13~~. The fee established by this chapter shall be adjusted annually July 1st beginning on July 1, 2027~~13~~ by a percentage equal to the adjustment rate for the prior year for construction costs as determined by the director in the preceding June. The director's determination shall be based upon averaging the Construction Cost Index (CCI) for 20 cities and for San Francisco, as published in the Engineering News Record publication for the preceding 12 months ending in May. The resultant fee shall be rounded to the nearest dollar figure.