

**FIRST AMENDMENT TO AGREEMENT FOR
PROPERTY TAX CONSULTING/AUDIT SERVICES
BETWEEN THE CITY OF SAN PABLO AND HDL COREN & CONE**

THIS FIRST AMENDMENT TO AGREEMENT FOR PROPERTY TAX CONSULTING/AUDIT SERVICES is made and entered into this 1ST day of July, 2026 by and between the City of San Pablo, a California Municipal corporation (hereinafter referred to as “CITY”), and HdL Coren & Cone, a California corporation (hereinafter referred to as “CONTRACTOR”).

RECITALS

WHEREAS, CITY and CONTRACTOR entered into an Agreement for Property Tax Consulting/Audit Services (“AGREEMENT”) dated January 20, 2015, to provide certain consultant services, and

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in the AGREEMENT, and if required, is duly registered under the laws of the State of California; and

WHEREAS, the parties have agreed to modify the terms of that Agreement related to Section 2, Base Services; Section 6.2, Optional Services; Exhibit A - Schedule of Performance; and current annual fee.

NOW THEREFORE, THE PARTIES DO MUTUALLY AGREE AS FOLLOWS:

1. **Section 2.0, BASE SERVICES**, is rescinded in its entirety and replaced with:

“2.0 BASE SERVICES”

CONTRACTOR shall perform all of the following duties as part of the Base Services provided hereunder, unless otherwise specified in writing by the Contract Officer:

2.1 Analysis And Identification Of Misallocation Errors (Contingent Fee)

(a) In the first year of this Agreement, and as necessary thereafter but not less than once every two (2) years, CONTRACTOR shall conduct an analysis to identify and verify CITY parcels on the secured Property Tax Roll which are not properly attributed to CITY and will provide the correct TRA designation to the proper County agency. Typical errors include parcels assigned to incorrect TRAs within CITY or an adjacent city, and TRAs allocated to wrong taxing agencies.

(b) CONTRACTOR shall annually reconcile the annual Auditor-Controller assessed valuations report to the assessor's lien date rolls and identify discrepancies.

(c) CONTRACTOR shall annually review parcels on the unsecured Property Tax Roll to identify inconsistencies such as value variations, values being reported to a mailing

address rather than the situs address, and errors involving TRAs (to the extent records are available).

(d) CONTRACTOR may audit general fund or tax increment property tax revenue or other revenues attributable to CITY departments, Successor Agency, and districts (including but not limited to base year value audits; administration of tax sharing agreements; tax increment allocation reviews; county allocation and payments reviews).

2.2 Annual Services (Fixed Fee)

Annually, after the Property Tax Roll is available:

(a) CONTRACTOR shall establish a Data Base for CITY available through CONTRACTOR'S online property tax application

(b) Utilizing the Data Base, CONTRACTOR will provide:

(1) A listing of the major property owners in CITY, including the assessed value of their property.

(2) A listing of the major property taxpayers by net assessed value.

(3) A listing of property tax transfers which occurred since the prior lien date.

(4) A listing of parcels that have not changed ownership since the enactment of Proposition XIII A

(5) A comparison of property within CITY by county-use code designation

(6) A listing by parcel of new construction activity to identify non-residential parcels with new construction activity and to provide reports for use in CITY's preparation of Gann (Propositions 4 and 111) State Appropriation Limit calculations

(7) Tracking of Proposition 8 parcel reductions and restorations

(8) Calculate an estimate of property tax revenue anticipated to be received for the fiscal year by CITY. This estimate is based upon the initial information provided by the County and is subject to modification. This estimate shall not be used to secure the indebtedness of CITY.

(9) Development of historical trending reports involving taxable assessed values for CITY, median and average sales prices and related economics trends.

(10) Upon written request, analyses based on geographic areas designated by CITY to include assessed valuations and square footage computations for use in community development planning.

(11) Five-year budget projections for CITY'S general fund and related special districts. This report is interactive for tax modeling.

(12) Prepare a Newsletter summary for public and elected distribution.

2.3 Successor Agency Services

Successor Agency Services including but not limited to:

- (a) Annual tax increment projections and, as requested, cash flow analysis for the Successor Agency by Project Area
- (b) Review of Redevelopment Obligation Payment Schedules (ROPS) as requested.
- (c) Provide property tax information to the Oversight Board at the direction of the Successor Agency
- (d) Provide access to the Oversight Board to CITY and former redevelopment agency documents at the direction of the Successor Agency
- (e) Monitor the County distribution of tax-sharing revenues to the taxing entities of the former redevelopment agency
- (f) Advice and consultation, as requested, on the CITY/Successor Agency's preparation of required reports, such as revenue projections; review of ROPS, submittals to the Oversight Board and/or County or State agencies, and new or revised legislative requirements
- (g) Analysis of legislative and judicial matters impacting Redevelopment Property Tax Trust Fund (RPTTF) revenues to the Successor Agency and to CITY.

2.4 Quarterly Services/Monthly Services (Fixed Fee)

CONTRACTOR shall perform the following services quarterly:

- (a) A listing of property tax appeals filed on properties in CITY (selected counties)
- (b) A listing of property transfers that have occurred since the last report
- (c) Monthly update of CONTRACTOR'S web-based software program to include parcel transfer data and, in select counties, appeal updates

2.5 On-Going Consultation (Fixed Fee)

During the term of this Agreement, CONTRACTOR will serve as CITY's resource staff on questions relating to property tax and assist in estimating current year property tax revenues. On-going consultation would include, but not be limited to, inquiries resolved through use of CITY's data base."

2. **Section 6.2, Optional Services**, is rescinded in its entirety and replaced with the following:

“Fees for Optional Services as outlined in services in Section 3.0 ‘Optional Services’ shall be billed at the following hourly rates:

Partner	\$250 per hour
Principal	\$225 per hour
Programmer	\$200 per hour
Associate	\$175 per hour
Senior Analyst	\$125 per hour
Analyst	\$ 90 per hour
Administrative	\$ 70 per hour

Hourly rates are exclusive of expenses and are subject to adjustment by CONTRACTOR annually. On July 1st of each year CONTRACTOR shall provide CITY with an updated schedule of hourly rates. The rates will not be increased by more than five percent (5%) per year.”

3. **Section 8.1 Representative of Contractor** is updated as follows:

Nichole Cone
HdL COREN & CONE
120 S. State College Blvd., Suite 200
Brea, CA 92821

4. **Exhibit A, “Schedule of Performance,”** is replaced with the Exhibit A attachment to this First Amendment to Agreement.
5. The current annual fee will remain unchanged until the 2026 California Consumer Price Index (CCPI) is applied. Subsequent annual CCPI adjustments will occur in January of each year. The parties acknowledge that the base annual fee as of July 1, 2026, is \$13,647.92.
6. All other terms and conditions of the Agreement shall remain in full force and effect.

[Signatures on following page.]

IN WITNESS WHEREOF, the Parties have executed this First Amendment to be effective on the day and year first above written.

APPROVED AS TO FORM:

CITY OF SAN PABLO
A Municipal Corporation

By _____
Brian P. Hickey, City Attorney

By _____
Matt Rodriguez, City Manager

Date signed _____

Date signed _____

CONTRACTOR:
HdL COREN & CONE
A California Corporation

By _____
Nichole Cone-Morishita, CFO

Date signed _____

ATTEST:

By _____
Dorothy Gantt, City Clerk

Date signed _____

Attachments:

Exhibit A – Schedule of Performance (updated 2026)

EXHIBIT “A”

SCHEDULE OF PERFORMANCE

TIMELINE FOR DELIVERABLES

July/August	Data available for purchase from counties
September 30	Data available on HdLCC’s web-based property tax application
September/October	Unsecured audits performed and forwarded to county assessor
October	Appeals quarterly updates emailed in counties where the data is available
October-February	Delivery of preliminary property tax reports
January	Appeals quarterly updates emailed in counties where the data is available
January/February	General Fund Budget Projections
April	Appeals quarterly updates emailed in counties where the data is available
April/May	Final Books – Addendums emailed to clients
July	Appeals quarterly updates emailed in counties where the data is available
Ongoing	Secured and Unsecured Audits – City Property sales reports City and Successor Agency mid-year budget reviews and budget projections Analytical work at the request of clients Monthly updates of database with property sale information