



## City Council and Successor Agency to the Brea Redevelopment Agency Agenda

**Tuesday, August 21, 2018**

5:00 p.m. - Closed Session

6:30 p.m. - Study Session

7:00 p.m. - General Session

*Glenn Parker, Mayor*

*Christine Marick, Mayor Pro Tem*

*Cecilia Hupp, Council Member*

*Marty Simonoff, Council Member*

*Steven Vargas, Council Member*

This agenda contains a brief general description of each item Council will consider. The City Clerk has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. Contact the City Clerk's Office at (714) 990-7756 or view the Agenda and related materials on the City's website at [www.cityofbrea.net](http://www.cityofbrea.net). Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 1 Civic Center Circle, Brea, CA during normal business hours. Such documents may also be available on the City's website subject to staff's ability to post documents before the meeting.

### **Procedures for Addressing the Council**

The Council encourages interested people to address this legislative body by making a brief presentation on a public hearing item when the Mayor calls the item or address other items under **Matters from the Audience**. State Law prohibits the City Council from responding to or acting upon matters not listed on this agenda.

The Council encourages free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Council rules prohibit clapping, booing or shouts of approval or disagreement from the audience. PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.

### **Special Accommodations**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 990-7757. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

### **Important Notice**

The City of Brea shows both live broadcasts and replays of City Council Meetings on Brea Cable Channel 3 and over the Internet at [www.cityofbrea.net](http://www.cityofbrea.net). Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

**CLOSED SESSION**  
**5:00 p.m. - Executive Conference Room**  
**Level Three**

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**CALL TO ORDER / ROLL CALL - COUNCIL**

**1. Public Comment**

Closed Session may convene to consider matters of purchase / sale of real property (G. C. §54956.8), pending litigation [G.C. §54956.9(d)(1)], potential litigation [G.C. §54956.9(d)(2)(3) or (4)], liability claims (G. C. §54961) or personnel items (G.C. §54957.6). Records not available for public inspection.
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- 2. Conference with City's Labor Negotiator Pursuant to Government Code Section §54957.6 Regarding the Brea City Employees' Association (BCEA) - Mario E. Maldonado, Negotiator**
- 3. Conference with City's Labor Negotiator Pursuant to Government Code 54957.6 Regarding the Brea Fire Management Association (BFMA), Brea Fire Association (BFA) - Mario E. Maldonado and Chris Emeterio, Negotiators**
- 4. Conference with City's Labor Negotiator Pursuant to Government Code §54957.6 Regarding the Brea Management Association (Non-Safety) - Cindy Russell, Negotiator**
- 5. Conference with Legal Counsel - Anticipated litigation pursuant to Government Code §54956.9 One Case - South Brea Lofts - Community Development Director Crabtree**
- 6. Conference with Real Property Negotiator Pursuant to Government Code Section § 54956. 8**  
**Addresses:** Birch Hills Golf Course Clubhouse, 1140 East Birch Street, Brea, CA.  
**Negotiators:** Tony Olmos, City of Brea  
**Under Negotiation:** Price and Terms of Payment
- 7. Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code Section §54956.9 One Case - Lagos De Moreno Park/Laurel Elementary Magnet School - Pubic Works Director, Tony Olmos**
- 8. Conference with Real Property Negotiator Pursuant to Government Code § 54956. 8**  
**Addresses:** APNS 312-031-03, 315-091-05, 315-091-09, 315-091-11, 315-091-12 and 315-091-14  
**Negotiators:** David Crabtree and Bill Gallardo, City of Brea; Property Owners: Oslic Holdings, LLC  
**Under Negotiation:** Price and Terms of Payment

**STUDY SESSION**  
**6:30 p.m. - Executive Conference Room**  
**Level Three**

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**CALL TO ORDER / ROLL CALL - COUNCIL**

**9. Public Comment**

10. Clarify Regular Meeting Topics

#### **DISCUSSION ITEM**

11. Landscape Improvements at various locations including the Senior Center, Sports Park and Civic Center

#### **REPORT**

12. Council Member Report

**GENERAL SESSION**  
**7:00 p.m. - Council Chamber**  
**Plaza Level**

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#### **CALL TO ORDER/ ROLL CALL - COUNCIL**

13. Pledge of Allegiance: Girl Scout Troop 5002
14. Invocation: Chris Li, Living Hope Community Church
15. Report - Prior Study Session
16. Community Announcements
17. Matters from the Audience
18. Response to Public Inquiries - Mayor / City Manager

**ADMINISTRATIVE ITEM** - *This agenda category is for City Council consideration of a wide variety of topics related to the City's operations. Public comments regarding items in this section should be presented during "Matters from the Audience."*

19. Investment Advisory Committee Annual Update

**PUBLIC HEARINGS** - *This portion of the meeting is for matters that legally require an opportunity for public input. Audience participation is encouraged and is limited to 5 minutes per speaker.*

20. **Proposal to amend definitions related to wireless facilities, prohibit short-term rentals, and amend Title 20 of the City of Brea Zoning Ordinance** - 1) Open the public hearing, receive any public testimony and close hearing; 2) Introduce Ordinance No. 1204, an Ordinance of the City Council of the City of Brea adopting Zoning Ordinance Amendment No. ZOA 18-01, amending definitions related to wireless facilities, prohibiting short-term rentals, and amending Title 20 the City of Brea Zoning Ordinance. There is no anticipated fiscal impact.
21. **Public Hearing for the Establishment and Adjustment of Development related User-Fees** - 1) Open the public hearing, receive any public testimony and close hearing; and 2) By motion, adopt Resolution No. 2018-047, establishing and adjusting development related user fees and other fees for City services.
22. **Public Hearing to Consider Resolution Increasing Existing Fees for Certain City Services** - 1) Open the public hearing, receive any public testimony and close hearing; and 2) By motion, adopt Resolution No. 2018-048, increasing existing fees for certain City services.

**CONSENT CALENDAR** - *The City Council/Successor Agency approves all Consent Calendar matters with one motion unless Council/Agency or Staff requests further discussion of a particular item. Items of concern regarding Consent Calendar matters should be presented during "Matters from the Audience."*

#### **CITY COUNCIL - CONSENT**

23. **July 17, 2018 City Council Regular Meeting Minutes** - Approve.
24. **Fiscal Year 2018-2019 City Council Priorities and Project Updates** - Receive and file.
25. **Applicants Agent Resolution for Homeland Security Funds** - Adopt Resolution No. 2018-049, which authorizes and designates City staff to perform as an Applicants Agent to complete and sign State and Federal documents related to homeland security, disaster response and disaster recovery. There is no anticipated fiscal impact.
26. **Adoption of the City of Brea Resolution Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)** - Adopt Resolution No. 2018-050, authorizing the City Treasurer and Administrative Services Director to invest monies on behalf of City of Brea in the State of California Treasurer's Office Local Agency Investment Fund (LAIF). There is no anticipated fiscal impact.
27. **Adopt the Investment Policy Guidelines for the City of Brea's Employee Benefit Fund Pension Plan** - Adopt the Investment Policy Guidelines for the City of Brea's Employee Benefit Fund Pension Plan through Public Agency Retirement Services (PARS). There is no anticipated fiscal impact.
28. **Monthly Report of Investments for the City of Brea for Period Ending June 30, 2018** - Receive and file.



29. **June and July Outgoing Payment Logs and July 20 & 27 and August 3, 10 & 17, 2018 City Check Registers** - Receive and file.

#### **CITY/ SUCCESSOR AGENCY - CONSENT**

30. **Outgoing Payment Log and July 27, 2018 Successor Agency Check Register** - Receive and file.
31. **Adoption of the Successor Agency Resolution Authorizing Investment in the Local Agency Investment Fund for the Successor Agency to the Brea Redevelopment Agency** - Adopt Resolution No. SA 2018-05 authorizing the City Treasurer and Administrative Services Director to invest monies on behalf of the Successor Agency to the Brea Redevelopment Agency in the State of California Treasurer's Office Local Agency Investment Fund (LAIF). There is no anticipated fiscal impact.
32. **City of Brea/Successor Agency to the Brea Redevelopment Agency Statement of Investment Policy** - Approve the City of Brea/Successor Agency to the Brea Redevelopment Agency Statement of Investment Policy. There is no anticipated fiscal impact.
33. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending June 30, 2018** - Receive and file.

#### **ADMINISTRATIVE ANNOUNCEMENTS**

34. **City Manager**
35. **City Attorney**

#### **COUNCIL ANNOUNCEMENTS**

#### **ADJOURNMENT**

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 08/21/2018  
**SUBJECT:** Investment Advisory Committee Annual Update

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**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Management Analyst

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Presentation

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# Investment Advisory Committee *Update*

August 21, 2018



**Committee Members**

**Chandler Asset Management**

**PARS/High Mark Capital Management**

# Committee Members

Christine Marick	<i>Councilmember/Chair</i>
Rick Rios	<i>Treasurer</i>
Scott Fujioka	<i>Community Member</i>
Gary Terrazas	<i>Community Member</i>
Ho-El Park	<i>Community Member</i>

## **Portfolio Managers:**

Bill Dennehy	<i>Chandler Asset Management</i>
Keith Stribling	<i>PARS/High Mark Capital Management</i>

The Investment Advisory Committee (IAC) was established to review and make recommendations on the investment policy and investment strategies and is designed to strengthen the internal control of investment management of the City's funds.

## **Investment Objectives**

The investment objectives of the City of Brea and the Successor Agency to the Brea Redevelopment Agency are first, to preserve principal in the overall portfolio; second, to provide adequate liquidity to meet operating requirements; and third, to earn a return that is commensurate with the first two objectives.

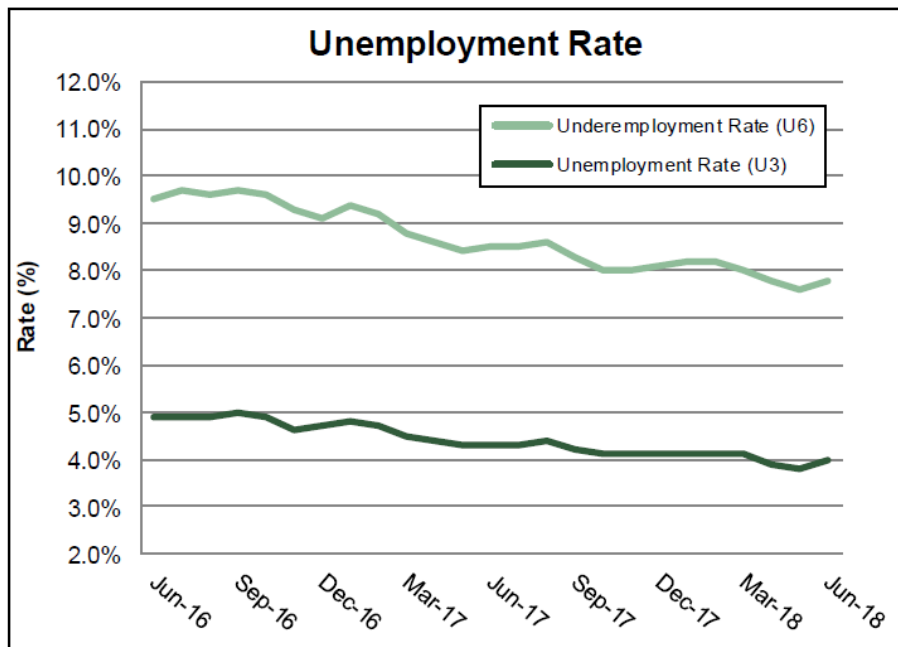
## **Chandler Asset Management Performance Objectives**

The performance objective for both accounts is to achieve a rate of return over a market cycle that equals or exceeds the return on a market index of similar duration and sector allocation.

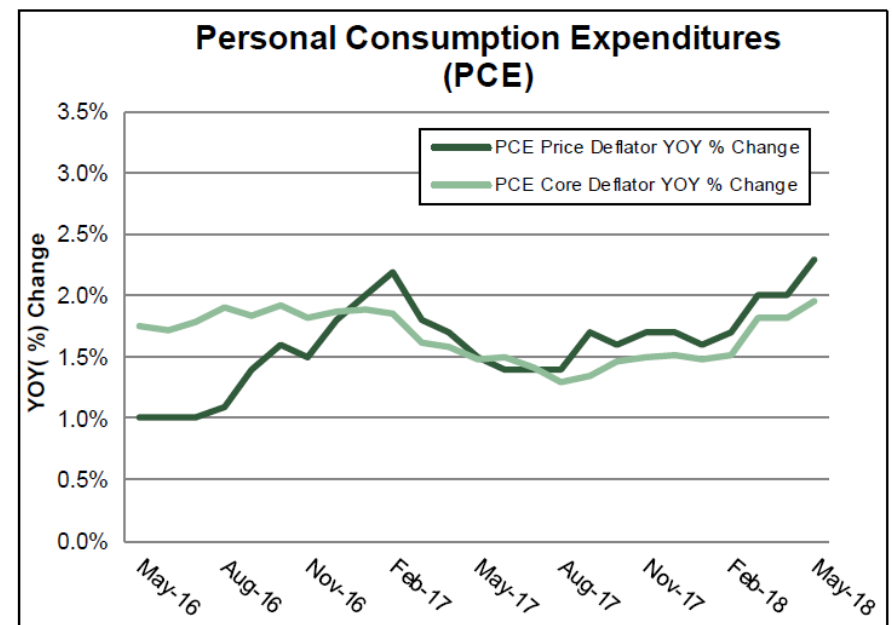
## **Strategy**

In order to achieve these objectives, the portfolio invests in high quality fixed income securities consistent with the investment policy and California Government Code.

# Unemployment and Inflation



Source: US Department of Labor



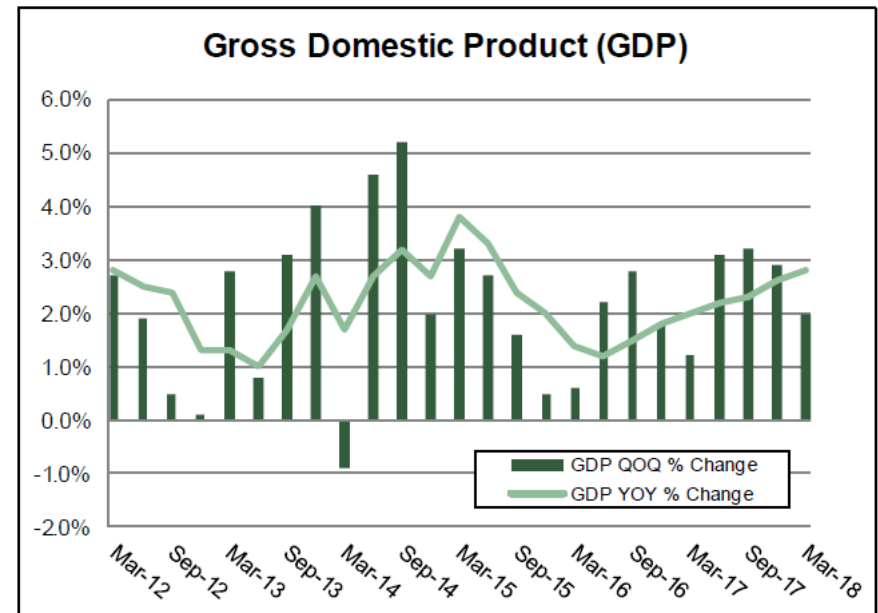
Source: US Department of Labor



# Gross Domestic Product (GDP)

Components of GDP	6/17	9/17	12/17	3/18
Personal Consumption Expenditures	2.2%	1.5%	2.8%	0.6%
Gross Private Domestic Investment	0.6%	1.2%	0.8%	1.2%
Net Exports and Imports	0.2%	0.4%	-1.2%	0.0%
Federal Government Expenditures	0.1%	0.1%	0.2%	0.1%
State and Local (Consumption and Gross Investment)	-0.2%	0.0%	0.3%	0.1%
<b>Total</b>	<b>3.1%</b>	<b>3.2%</b>	<b>2.9%</b>	<b>2.0%</b>

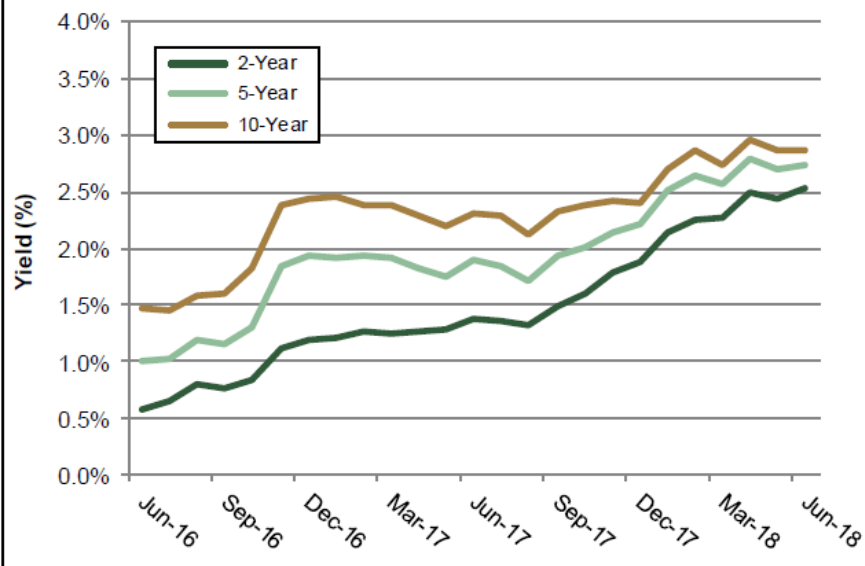
Source: US Department of Commerce



Source: US Department of Commerce

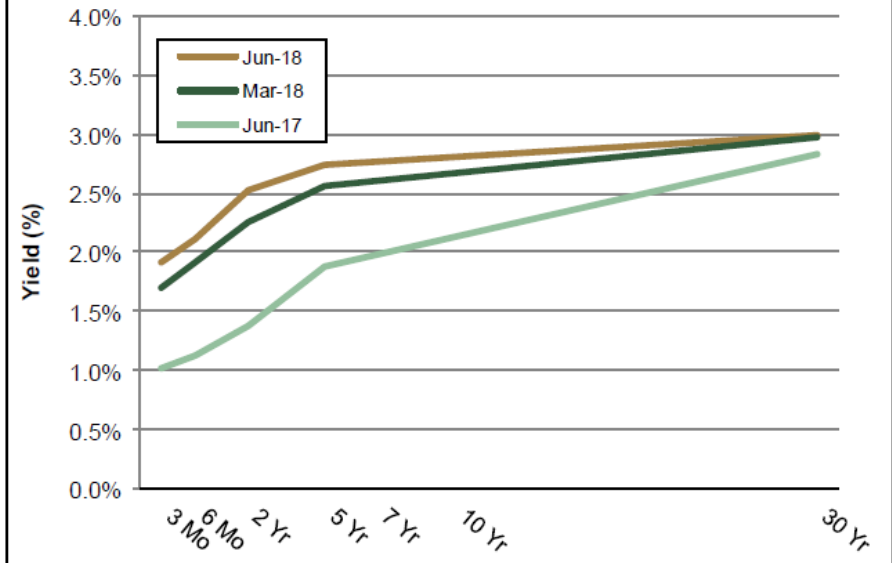
# Bond Yields

**US Treasury Note Yields**



Source: Bloomberg

**US Treasury Yield Curve**



Source: Bloomberg

# City Portfolio Summary as of 6/30/2018

## PORTFOLIO CHARACTERISTICS

Average Duration	2.38
Average Coupon	1.81 %
Average Purchase YTM	1.93 %
Average Market YTM	2.71 %
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	2.60 yrs
Average Life	2.48 yrs

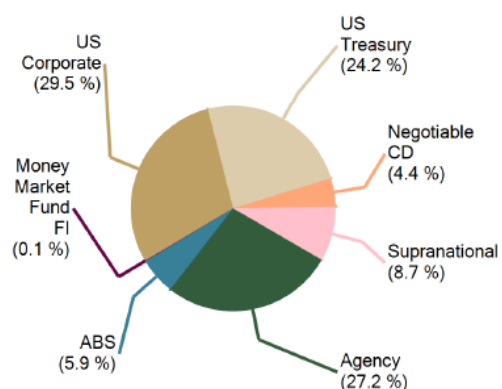
## ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	56,926,597	56,888,233
Accrued Interest	268,314	302,596
<b>Total Market Value</b>	<b>57,194,911</b>	<b>57,190,830</b>
Income Earned	90,138	90,273
Cont/WD		0
Par	58,097,522	58,179,140
Book Value	57,922,927	57,977,946
Cost Value	57,872,014	57,923,652

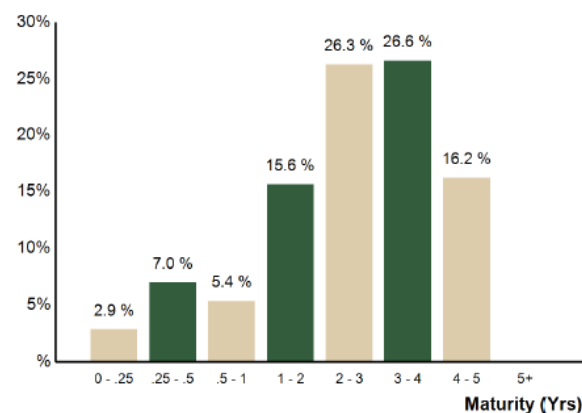
## TOP ISSUERS

Issuer	% Portfolio
Government of United States	24.2 %
Federal National Mortgage Assoc	18.2 %
Inter-American Dev Bank	5.4 %
Federal Home Loan Mortgage Corp	5.0 %
Federal Home Loan Bank	4.0 %
Intl Bank Recon and Development	2.6 %
US Bancorp	1.9 %
Bank of Nova Scotia Houston	1.8 %
	<b>63.1 %</b>

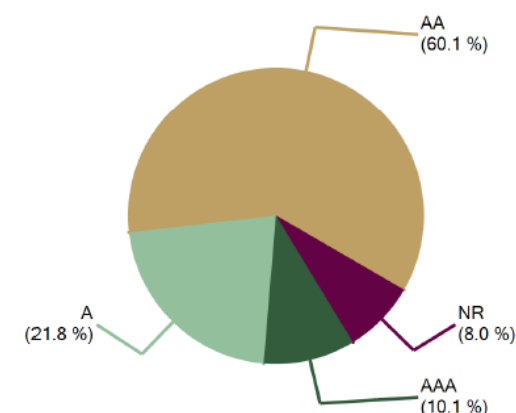
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&P)



## PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 4/30/1996
					3 Yrs	5 Yrs	10 Yrs	4/30/1996	
City of Brea	-0.01 %	0.24 %	-0.17 %	-0.06 %	0.82 %	1.09 %	2.04 %	3.81 %	129.23 %
ICE BAML 1-5 Yr US Treasury/Agency Index*	0.00 %	0.13 %	-0.24 %	-0.33 %	0.51 %	0.82 %	1.80 %	3.44 %	111.44 %
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	-0.02 %	0.15 %	-0.28 %	-0.28 %	0.64 %	0.96 %	1.94 %	N/A	N/A

\*ICE BAML 1-Yr US Treasury Bill Index to 9/30/01,

## COMPLIANCE WITH INVESTMENT POLICY

*Assets managed by Chandler Asset Management are in full compliance with state law and with the Client's investment policy*

Category	Standard	Comment
Treasury Issues	No limitations	Complies
US Agencies	25% per issuer	Complies
Supranationals	"AA" rated by a NRSRO; 15% maximum; 5% max per issuer	Complies*
Municipal Securities	5% max issuer	Complies
Banker's Acceptances	40% maximum; 5% max issuer; 180 days max maturity	Complies
Commercial Paper	A-1/P-1 by S&P and Moody's; 25% maximum; 5% max per issuer; 270 days max maturity	Complies
Certificates of Deposit(CDs)/ Time Deposits (TDs)	5% max issuer; FDIC Insured and/or Collateralized	Complies
Negotiable CDs	30% maximum; 5% max per issuer	Complies
Medium Term Notes	"A" rated or better by a NRSRO; 30% maximum; 5% max per issuer	Complies
Pass Through Securities, Asset- Backed Securities (ABS), CMOs	"AA" or higher by a NRSRO; "A" rated issuer by a NRSRO; 20% maximum (combined), 10% maximum (ABS); 5% max per issuer; CMOs must pass FFIEC test	Complies
Money Market Funds	Highest rating by two NRSROs; 20% maximum; 5% max per fund	Complies
LAIF	40%; <60%, with OCIP	Complies
OCIP	40%; <60%, with LAIF	Complies
Repurchase Agreements	5% max issuer; 1 year max maturity	Complies
Range notes	Prohibited	Complies
Interest-only strips	Prohibited	Complies
Zero interest accruals	Prohibited	Complies
Agency Callable notes	5% maximum	Complies
Max Per Issuer	5% per issuer for all non government issuers and agencies	Complies
Maximum Maturity	5 years	Complies

\*IADB is in compliance on a consolidated portfolio basis.

# PARS Background

On November 17, 2015, City Council approved the adoption of the PARS Post Employment Benefit Trust to address the City's unfunded pension obligations through a City-controlled trust

Benefits of the trust include:

- Assets in the trust can be used to address the City's Net Pension Liabilities (NPL) under GASB 68; and
- Provides a funding source to help stabilize increasing CalPERS rates during challenging economic times; and
- Enables more flexibility to increase investment returns in the long run compared to the earnings from the City's General Fund.

# PARS Plan Overview

## Type of Plan:

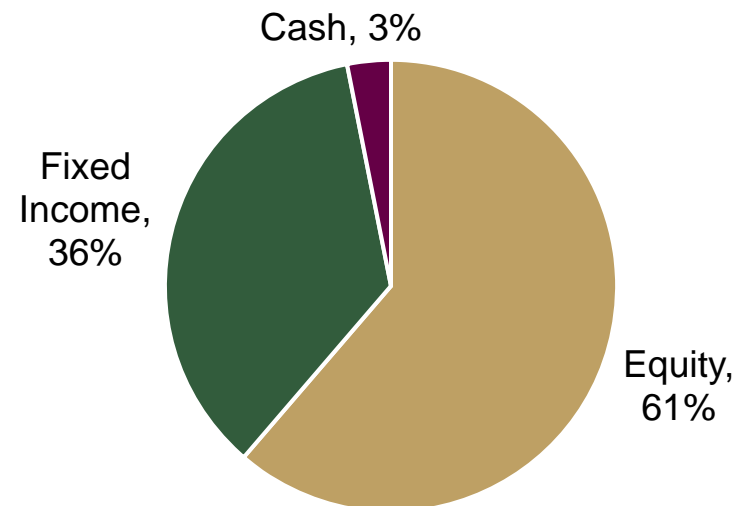
IRC Section 115 Irrevocable  
Exclusive Benefit Trust

## Trustee Approach:

Discretionary *(Managed by HighMark Capital Mgmt)*

## Investment Strategy:

Balanced HighMark PLUS (Active)  
*Approx. 60% equity/40% fixed income*



## Initial Contribution:

FY 2015-16 – \$6,000,000

## Account Balance as of June 30, 2017:

\$7,325,249 *(Market Value)*

## Investment Returns (1 year):

7.91%

Questions??

## City of Brea

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### COUNCIL COMMUNICATION

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** A proposal to amend definitions related to wireless facilities, prohibit short-term rentals, and amend title 20 of the City of Brea Zoning Ordinance. These amendments will modify provisions for wireless communication facilities on property or buildings owned by the city or in city right-of-ways and prohibit short-term rentals of residential properties and the amendments are proposed for adoption as part of an omnibus ordinance.

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### **RECOMMENDATION**

Introduce Ordinance No. 1204 for first reading, approving Zoning Ordinance Amendment No. 18-01, a proposal to amend definitions related to wireless facilities, prohibit short-term rentals, and amend Title 20 of the City of Brea Zoning Ordinance. These amendments will modify provisions for wireless communication facilities on property or buildings owned by the City or in City right-of-ways and prohibit short-term rentals of residential properties.

### **BACKGROUND/DISCUSSION**

Municipal Codes require periodic updates to; ensure consistency with City policies and State law, and to improve clarity and better serve the public. Staff has identified two provisions in Title 20 of the Brea Municipal Code requiring review and revisions. The goals for this omnibus amendment are to:

- Provide clarity related to certain Zoning Code provisions;
- Ensure internal consistency; and
- Improve procedures.

The updates proposed below consist of revising definitions, updating standards and creating a new chapter in the Brea Zoning Code. If approved, the proposed amendments will be adopted as part of an “omnibus” ordinance. An omnibus ordinance is the packaging of a collection of amendments processed together. This Code amendment update request would be the City’s first omnibus amendment for 2018.

Staff has identified updates needed to the Zoning Code due to changes in technology, land use activities and a need to clarify existing policy and practice. As part of this review process, Staff worked with other departments and divisions and the City Attorney to review and consider the proposed changes. Additionally, Staff surveyed and analyzed codes and policies from other agencies as appropriate and applicable. The result of this effort is two amendments to Sections of the Brea Zoning Code. The following provides an overview of the current Code, the issue and the proposed amendment:



## **Code Amendment 1: Modification of requirements for Wireless Communication Facilities within the Public Right-of-Way**

Overtime, wireless service technology and infrastructure has changed to include smaller antennas designed to enhance service for a localized area, fix coverage gaps or address special capacity needs. New wireless technology is designed to be compact and differs from the traditional monopole wireless communication facilities. It is common for wireless carriers to propose small single antennas mounted on existing City infrastructure in the public right-of-way (i.e. light poles, traffic signals) in various locations throughout the City.

Section 20.68.030 of Chapter 20.00 of the Brea Zoning Code provides for the definition of “Minor Wireless Communication Facility” and “Major Wireless Communication Facility”. The Brea Zoning Code defines facilities mounted in any manner on property or buildings owned by the City or in rights-of-way as Major Wireless Communication Facilities. Carriers seeking to locate wireless facilities on City-owned structures or in the public right-of-way must request and obtain approval of a Conditional Use Permit by the Planning Commission. The Brea Zoning Code does not provide a process for smaller antennas in several locations. Most cities have responded to the change in industry application and change in technology by adopting a review and consideration process tailored to this new wireless facility.

### **Staff Recommendation**

To address this need, improve efficiency and respond to wireless carriers seeking to locate on multiple sites on public property or in the public right-of-way and to ensure appropriate and quality design, maintenance, safety and compatibility, the definition of Major and Minor Wireless Communication Facility is proposed to be amended. The amended definition would classify such requests as a Minor Wireless Communication Facility. These facilities would require the carrier to obtain a master agreement subject to City Council approval. The locations, design, size, number and other specifics would be reviewed pursuant to Section 20.408.040 of the Brea Zoning Code (Plan Review). The proposed amendment is a comprehensive approach to address this change in technology. The City of Brea would continue to review the specific details of the proposed antenna and the terms of use of public property or public right-of-way would be secured through the terms specified in the master agreement.

The definition of “Minor Wireless Facility” and “Major Wireless Facility” in Section 20.68.030 of Chapter 20.00 of the Brea Zoning Code is proposed to be amended as outlined in Attachment 2.

## **Code Amendment 2: Short-term Residential Rental (STR) Definition and Standards**

Renting rooms or an entire home is allowed by the Zoning Code. The Municipal Code provides the limitations and expectations to allow for these types of rentals. Current policy and practice considers rentals to be 30 days or more. This is based on historical practice of residential rentals by lease or month-to-month contract to allow individuals to temporarily reside in a residential dwelling. This practice has been maintained to ensure the residential character of neighborhoods not only in Brea but throughout the region. Any restrictions on renting rooms or homes have been in place to ensure potential impacts on quality of life and adjacent properties are reduced, addressed and avoided.

Generally, Brea’s Code indicates occupancy of a structure by transients for dwelling, lodging, or sleeping purposes for a period of thirty (30) consecutive calendar days or less is considered a

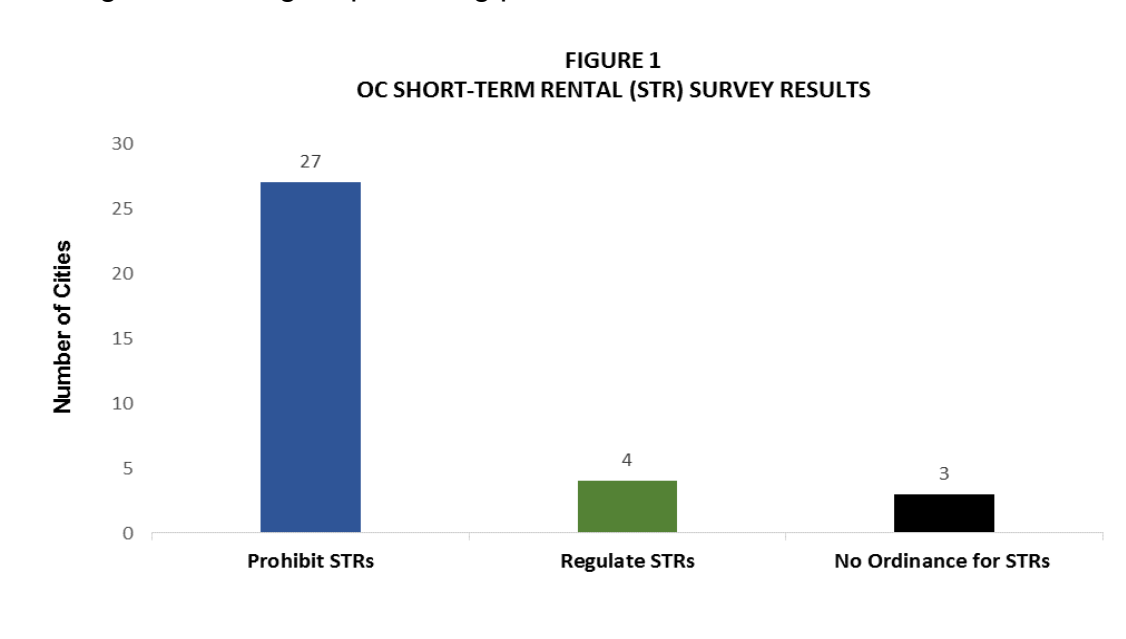
temporary use. Temporary lodging falls under this category considered transient, as defined in Chapter 3.16 of the Brea Municipal Code and Section 202 of the Building Code. This definition is intended to describe land uses such as hotels and motels designed for occupancy on a short-term basis. The current practice in Brea has been based on this information and has been applied to any rentals in residential neighborhoods for less than 30 days. In the Brea Zoning Code, short-term rentals are not addressed specifically to be expressly permitted or prohibited causing confusion and issues related to enforcement.

Growth of online platforms including Air B&B and VRBO have made renting rooms or homes for short periods of time throughout the year a cottage industry throughout the world. Short-term rentals are now accessible beyond the typical tourist destination cities and present opportunities and challenges for residential neighborhoods. The purpose of identifying uses allowed in residential neighborhoods is to protect the quality of life, character of the neighborhood and ensure compatibility with the nature of residential living. It is common for cities to review activities and land use practices to ensure they are reflective of the values and goals for the community.

Recently, the City of Brea has received numerous complaints from residents regarding impacts of STRs in residential neighborhoods. These impacts range from excessive noise, parking, accumulation of trash and property maintenance. The City Council directed Staff to conduct research on STR regulations, to identify potential changes to the Zoning Code to ensure neighborhood compatibility and preserve their residential character.

Orange County Short-term Rental Survey

Staff compiled information using a study conducted by the League of California Cities, where approximately 67 cities were surveyed. Staff supplemented this information with a survey specifically targeting cities in Orange County, see Attachment 4. The survey determined 27 of the 34 Orange County cities prohibit STRs through land use regulations, see Figure 1 – OC STR Survey Results. The City of Anaheim adopted an ordinance to prohibit STRs after initially allowing them through a permitting process.



Four Orange County cities regulate STRs using a fee-based, revocable permit system with strict conditions proactively enforced for compliance. These performance conditions set operating parameters for occupancy limits, noise controls, housekeeping/property maintenance restrictions, which are designed to mitigate impacts to the neighborhood. However, three of the

four cities, including; the City of Laguna Beach, Dana Point and San Clemente, have recently modified their ordinance to include additional regulations and performance conditions in an effort to minimize the nuisance issues associated with STR properties and their impact on residential neighborhoods. The City of Newport Beach prohibits STRs in all single-family residential zones and allows STRs with regulations in mixed-use, multi-family and commercial zones.

The Planning Commission considered the proposed amendment at the July 24, 2018 public hearing. The Planning Commission unanimously recommended the City Council adopt the amendment to prohibit STRs as proposed. Additionally, the Planning Commission directed Staff to conduct research to address interest by property owners to maintain the STR concept in residential neighborhoods so long as property owners are present on site.

Since the July 24, 2018 meeting staff has been reviewing information provided by cities throughout Orange County on the subject as well as any legal issues and enforcement challenges. There is well established case law providing cities with the authority to regulate STRs as a land use matter. The City has the authority to regulate the land use impacts associated with STRs including; noise, traffic, safety, and parking, but must ensure all regulations governing personal conduct apply equally to guests of STRs and neighborhood residents.

Staff has found significant enforcement issues when trying to regulate between on-site and absentee owners. There are several cities in the County that have worked to find a potential solution to this request. Recently, the City of Fullerton was looking at alternative methods to regulate STRs in an effort to allow diversified lodging options for visitors, provide income opportunities for homeowners, and the ability to control land use impacts in existing neighborhoods. The City of Fullerton explored various options to balance the needs of their community; including, regulating operational standards to protect the neighborhood character, applying building and safety criteria to enhance safety measures, and increase enforcement, see Attachment 5. After an extensive fifteen month outreach effort with residents and stakeholders, the City of Fullerton was presented with similar challenges as identified by staff. Ultimately, the City of Fullerton decided not to proceed with the adoption of their proposed STR ordinance since there was no clear option to ensure the interests and needs of everyone in the community were heard and balanced.

Traditional home-shares allow homeowners the option to share or rent a portion of their home at a reduce cost in exchange for support or help in the home. This ordinance amendment will not preclude home-shares in a residence that have month to month tenancies and long-term tenants. Therefore, home-shares that exceed the 30-day occupancy requirement may continue to exist. Owner-occupied home-shares under the 30-days occupancy requirement are defined as a STR due to their transient use in a residential zone.

### *Staff Recommendation*

Currently, STRs are not listed or defined in the Brea Zoning Code and the proposed update maintain the City's current practice and clarify the Code by expressly prohibiting this specific use in residential zones. Staff is proposing adding a new chapter in the Brea Zoning Code outlining a specific prohibition of STRs in all residential zones. This proposed section would apply to all residential zones, planned communities and specific plans in the City of Brea. The intent of this Chapter is to maintain existing policy, strengthen the legal defensibility of the City's Code, and centralize all pertinent language and make it easily accessible for the public.

The proposed Section of 20.71 of Chapter 20.00 is proposed to be included as outlined in

Attachment 2.

**ENVIRONMENTAL ASSESSMENT**

The City of Brea has determined that the proposed project is categorically exempt from review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000, et seq.), pursuant to State CEQA Regulation 15061(b)(3) (14 Cal. Code Regs. § 15061(b)(3)) covering activities with no possibility of having a significant effect on the environment.

**COMMISSION/COMMITTEE RECOMMENDATION**

On July 24, 2018, the Planning Commission acted (5-0) to recommend approval of Zoning Ordinance Amendment No. ZOA 18-01 to the City Council.

**FISCAL IMPACT/SUMMARY**

The proposed Code Amendment has no fiscal impact anticipated.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Jessica Magaña, Associate Planner

Concurrence: Jennifer A. Lilley, AICP, City Planner

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**Attachments**

ATTACHMENT 1 – Public Hearing Legal Notice

ATTACHMENT 2 – Draft Ordinance ZOA 18-01

ATTACHMENT 3 - Code Amendment Summary

ATTACHMENT 4 – Orange County Short-term Rental Survey Results

ATTACHMENT 5 – City of Fullerton Short-term Rental Documents

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## **CITY OF BREA PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN by the City of Brea that a public hearing will be held by the City Council on **Tuesday, August 21, 2018, at 7:00 p.m.**, or as soon thereafter as the matter can be heard, in the Council Chambers of the City of Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California 92821, in accordance with State Law and the Brea City Code, for the purpose of considering the following application:

**ZONING ORDINANCE AMENDMENT NO. ZOA 18-01** – A proposal to amend definitions related to wireless facilities, prohibit short-term rentals, and amend Title 20 of the City of Brea Zoning Ordinance. These amendments will prohibit short-term rentals of residential properties and modify provisions for wireless communication facilities on property or buildings owned by the City or in City right-of-ways. The amendments are proposed for adoption as part of an omnibus ordinance, the packaging of a collection of amendments.

The City of Brea has determined that the proposed project is categorically exempt from review under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000, et seq.), pursuant to State CEQA Regulation 15061(b)(3) (14 Cal. Code Regs. § 15061(b)(3)) covering activities with no possibility of having a significant effect on the environment.

Applicant: City of Brea  
1 Civic Center Circle  
Brea, CA 92821

*ALL INTERESTED PERSONS are invited to attend said hearing and express opinions on the matters outlined above. FURTHER INFORMATION may be obtained at the COMMUNITY DEVELOPMENT DEPARTMENT, Planning Division, or by calling (714) 990-7674.*

**IF YOU CHALLENGE THIS PROJECT AND THE RELATED ENVIRONMENTAL DETERMINATIONS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS NOTICE, OR IN WRITTEN CORRESPONDENCE, DELIVERED TO THE CITY COUNCIL AT, OR PRIOR TO, THE PUBLIC HEARING.**

Lillian Harris-Neal, CMC  
City Clerk

Date: August 2, 2018  
Publish: August 9, 2018 Star Progress

**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA ADOPTING ZONING ORDINANCE AMENDMENT NO. ZOA18-01, AMENDING DEFINITIONS RELATED TO WIRELESS FACILITIES, PROHIBITING SHORT-TERM RENTALS, AND AMENDING TITLE 20 THE CITY OF BREA ZONING ORDINANCE.****A. RECITALS:**

(i) On July 24, 2018, the Planning Commission of the City of Brea conducted a duly noticed public hearing concerning Zoning Ordinance Amendment No. ZOA 18-01 and following the conclusion thereof, adopted its Resolution No. 18-\_\_\_, recommending the City Council adopt said Zoning Ordinance Amendment.

(ii) On \_\_\_\_\_, the City Council of the City of Brea conducted and concluded a duly noticed public hearing concerning Zoning Ordinance Amendment No. ZOA 18-01, as set forth in this Ordinance.

(iii) All legal prerequisites to the adoption of this Ordinance have occurred.

**B. ORDINANCE:**

NOW, THEREFORE, the City Council of the City of Brea ordains as follows:

Section 1. The City Council finds that the facts set forth in the Recitals, Part A, of this Ordinance are true and correct.

Section 2. Adoption of this Ordinance is consistent with the General Plan. Under California law, every city and county must prepare a General Plan that is comprehensive and long-term in-perspective. State law further indicates that the General Plan is the

primary document a jurisdiction must utilize to regulate land use. Consequently, the Zoning Ordinance (and other City documents) must be consistent with General Plan goals, policies, and standards. As part of the Zoning Ordinance, a municipality must ensure its Ordinance maintains compliance with State and Federal law. Ongoing compliance is achieved by code amendments such as those identified in the attached Exhibit A. Therefore having a General Plan and Zoning Ordinance that are consistent with State and Federal law, and current practices, allows Brea to continue establishing the fundamental framework to guide future decision-making about development, resource management, public safety, public services, and general community well-being. The Zoning Ordinance Amendment fulfills General Plan Housing Element Goal 1.0 by maintaining and improving the quality of existing housing and residential neighborhoods in Brea; and preserving the character, scale and quality of established residential neighborhoods. The Zoning Ordinance Amendment also fulfills General Plan Community Development Goal 23 and 24 by encouraging and facilitating activities that expand the City's revenue base and promote Brea as a good place to work and do business.

Section 3. Section 20.68.030 of Chapter 20.00 of Title 20 of the Brea City Code is hereby amended by revising the definitions below to read as follows:

*“MAJOR WIRELESS COMMUNICATION FACILITY.* Except as provided in the definition of ‘Minor Wireless Communication Facility’, a wireless communication facility that is ground-mounted, and/or is mounted in any manner on property or buildings owned by the City or in right-of-ways over which the City has regulatory authority, shall be considered a major wireless communication facility.”

*“MINOR WIRELESS COMMUNICATION FACILITY.* A wireless communication facility that is building-, facade-, or wall-mounted, and does not exceed the height of the parapet wall or roof line of the building. A roof-mounted facility which is concealed or is of a small diameter and does not exceed the maximum height of the district, shall be considered a minor wireless communication facility. A wireless communication facility that is mounted in any manner on property or buildings owned by the City or in right-of-ways over which the City has regulatory authority, pursuant to a master agreement with the City, shall be considered a minor wireless communication facility.”

Section 4. A new Chapter 20.71 is hereby added to Title 20 of the Brea City Code to read as follows:

“Chapter 20.71: SHORT-TERM RESIDENTIAL RENTALS

§ 20.71.010 INTENT AND PURPOSE

The purpose of this Chapter is to prohibit the operation and/or establishment of short-term residential rentals in all residential zones, the Planned Community Zone, and all specific plan areas in the City of Brea.

§ 20.71.020 DEFINITIONS

The following terms and phrases, whenever used in this Chapter, shall be construed as defined in this Section:

*ADVERTISEMENT.* Any printed or lettered announcement, whether in a magazine, newspaper, handbill, notice, display, billboard, poster, email, Internet website or application, or any other form.



### § 20.71.030 PROHIBITION

It shall be unlawful for any person to offer or make available for rent or to rent (by way of a rental agreement, lease, license or any other means, whether oral or written), for compensation or any consideration, a residential dwelling, a dwelling unit or a room in a dwelling for less than thirty (30) consecutive days. No person or entity shall place or maintain any advertisement for a short term residential rental prohibited by this Section. It shall be unlawful for any person to occupy a residential dwelling, a dwelling unit or a room in a dwelling for less than thirty (30) consecutive days pursuant to a rental agreement, lease, license or any other means, whether oral or written, for compensation or any consideration.”

Section 5. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. Therefore, since it will have no impact on the physical environment as it will not result in any changes, this Ordinance is exempt from CEQA.

Section 6. Penalty. Violation of any provision of this Ordinance shall constitute a misdemeanor and shall be punishable by a fine not to exceed one thousand dollars (\$1,000) or by imprisonment for a period not to exceed six (6) months, or by both such fine and imprisonment. Each and every day such a violation exists shall constitute a separate and distinct violation of this Ordinance.

Section 7. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 8. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption in accordance with the provisions of California law.

Section 9. Certification. The City Clerk shall certify to the adoption of this Ordinance.

**PASSED, APPROVED, AND ADOPTED**, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Lillian Harris-Neal  
City Clerk

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

I, Lillian Harris- Neal, City Clerk of the City of Brea, do hereby certify that foregoing Ordinance No. \_\_\_\_\_ was duly and regularly introduced at a regular meeting of the City Council of the City of Brea held on the \_\_\_\_ day of \_\_\_\_\_, 2018, and was thereafter adopted by the City Council of the City of Brea at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2018, and that the same was passed and adopted by the following vote:

AYES:                   COUNCIL MEMBERS:

NOES:                   COUNCIL MEMBERS:

ABSENT:                COUNCIL MEMBERS:

ABSTAIN:               COUNCIL MEMBERS:

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Lillian Harris-Neal  
City Clerk

## Wireless Communication Facilities Code Amendment Summary

To compare current and proposed text, language to be deleted is shown below in ~~strikethrough~~ font and language to be added is shown in underline font.

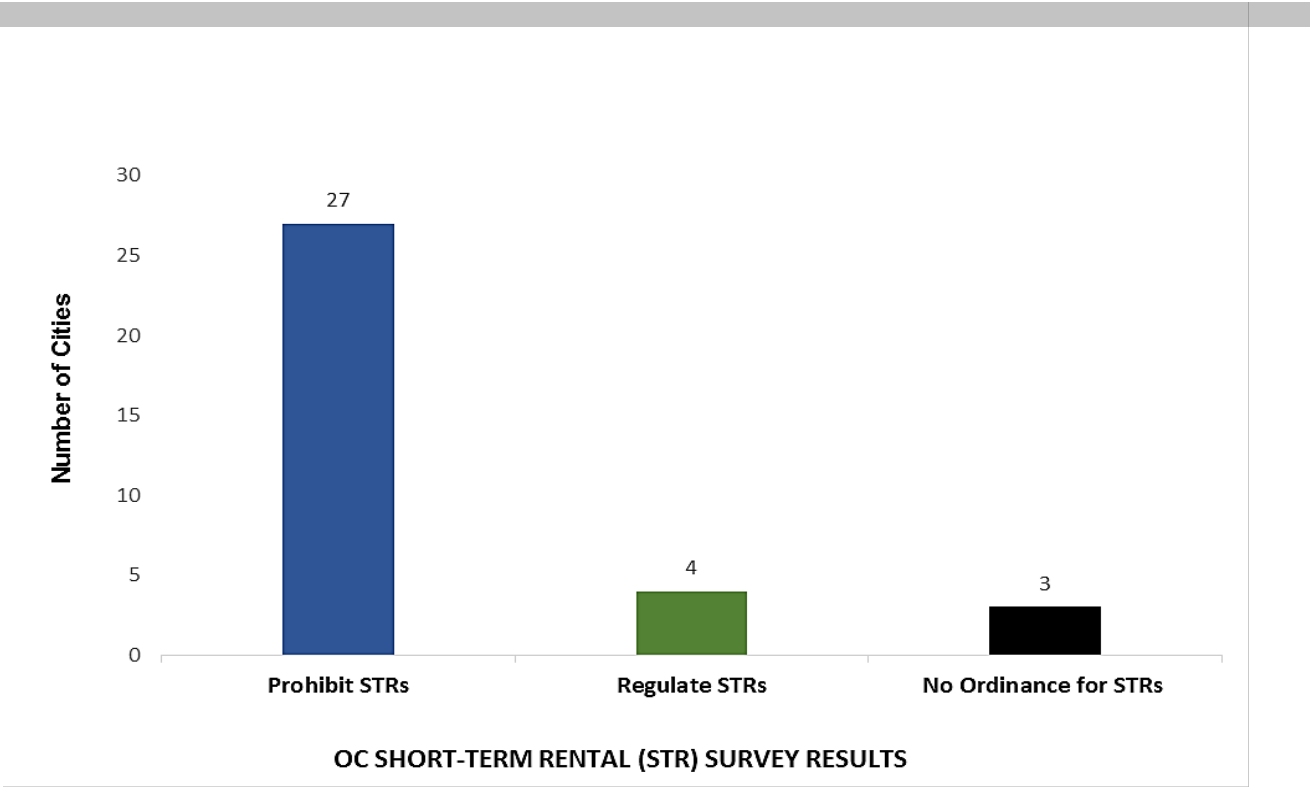
Zoning Code Section	The following revisions are made to Title 20 of the Brea City Code:
<p>Section 20.68.030 Definitions, MAJOR WIRELESS COMMUNICATION FACILITY.</p>	<p>MAJOR WIRELESS COMMUNICATION FACILITY. <u>Except as provided in the definition of 'Minor Wireless Communication Facility', A</u> wireless communication facility that is ground-mounted, and/or is mounted in any manner on property or buildings owned by the City or in right-of-ways over which the City has regulatory authority, <u>shall be considered a major wireless communication facility.</u></p>
<p>Section 20.68.030 Definitions, MINOR WIRELESS COMMUNICATION FACILITY.</p>	<p>MINOR WIRELESS COMMUNICATION FACILITY. A wireless communication facility that is building-, facade-, or wall-mounted, and does not exceed the height of the parapet wall or roof line of the building. A roof-mounted facility which is concealed or is of a small diameter and does not exceed the maximum height of the district, shall be considered a minor wireless communication facility. <u>A wireless communication facility that is mounted in any manner, on property or buildings owned by the City or in rights-of-way over which the City has regulatory authority, pursuant to a master agreement with the City, shall be considered a minor wireless communication facility.</u></p>

## Short-term Residential Rental Code Amendment Summary

Language to be added is shown below as underline font.

Zoning Code Section	The following revisions are made to Title 20 of the Brea City Code:
Chapter 20.71	<u>SHORT-TERM RESIDENTIAL RENTALS</u>
Section 20.71.010 PURPOSE AND FINDINGS.	<u>INTENT AND PURPOSE.</u>  <u>The purpose of this Chapter is to prohibit the operation and/or establishment of short-term residential rentals in all residential zones, the Planned Community Zone, and all specific plan areas in the City of Brea.</u>
Section 20.71.020 DEFINITIONS.	<u>DEFINITIONS. The following terms and phrases, whenever used in this Chapter, shall be construed as defined in this Section:</u>  <u>ADVERTISEMENT. Any printed or lettered announcement, whether in a magazine, newspaper, handbill, notice, display, billboard, poster, email, Internet website or application, or any other form.</u>
Section 20.71.030 PROHIBITION.	<u>Short-term Residential Rentals. It shall be unlawful for any person to offer or make available for rent or to rent (by way of a rental agreement, lease, license or any other means, whether oral or written), for compensation or any consideration, a residential dwelling, a dwelling unit or a room in a dwelling for less than thirty (30) consecutive days. No person or entity shall place or maintain any advertisement for a short term residential rental prohibited by this Section. It shall be unlawful for any person to occupy a residential dwelling, a dwelling unit or a room in a dwelling for less than thirty (30) consecutive days pursuant to a rental agreement, lease, license or any other means, whether oral or written, for compensation or any consideration.</u>

OC SHORT-TERM RENTAL (STR) SURVEY RESULTS



Jurisdictions that Prohibit STRs		Jurisdictions that regulate STRs
Aliso Viejo	Lake Forest	Newport Beach
Anaheim*	Los Alamitos	Dana Point*
Buena Park	Mission Viejo	Laguna Beach *
Costa Mesa	Placentia	San Clemente *
Cypress	Rancho Santa Margarita	<b>Jurisdictions that do not have an ordinance that specifically regulate STRs</b>
Fountain Valley	San Juan Capistrano	
Garden Grove	Santa Ana	Orange
Huntington Beach	Seal Beach	
Irvine	Stanton	County of orange
La Habra	Tustin	Fullerton*
La Palma	Willa Park	*Jurisdictions that have recently changed their STRs regulations
Laguna Hills	Westminster	
Laguna Niguel	Yorba Linda	
Laguna Woods		

**A SUMMARY OF JURISDICTIONS THAT REGULATE STRs**

Four of the surveyed jurisdictions; including, San Clemente, Dana Point, Laguna Beach and Newport Beach, regulate STRs using a fee-based, revocable permit system that imposes a broad range of performance conditions within their permitting structure. These performance conditions set operating parameters for occupancy limits, noise controls, housekeeping/property maintenance restrictions and 24-hour contact information, which are designed to mitigate impacts to the neighborhood.

**Newport Beach:** In 2004, the Newport Beach City Council required STRs to obtain a permit. Newport Beach prohibits STRs in all single-family residential areas (some uses that pre-exist the 2004 ordinance are grandfathered) and allows STRs with regulations in mixed-use, multi-family and commercial zones subject to a permit. Illegal STRs are proactively enforced. Before a case is referred to the City Attorney for legal action, a notice of violation and up to three citation are issued

**San Clemente:** On May 17, 2016, the San Clemente City Council adopted new STR regulations. The new regulations limit STRs to certain zones and require STRs to comply with additional operational and development standards in an effort to minimize the nuisance issues associated with these properties and their impact on residential neighborhoods. A database of all permitted STRs is available on the City website and unpermitted STRs are proactively enforced.

**Laguna Beach:** In 1999 the Laguna Beach City Council approved a new ordinance regulating STRs. In May of 2015, City Council enacted a moratorium on STRs. On August 30, 2016, the Laguna Beach City Council revised their ordinance to limit STRs in certain zones. On December 15, 2017, the Coastal Commission blocked their motion, but accepted changes to operational standards. Laguna Beach uses civil (administrative) citations and criminal complaints to enforce the closing of unpermitted STRs.

**Dana Point:** On April 2, 2013, the Dana Point City Council approved a new ordinance allowing STRs with a permit. On November 15, 2016, the Dana Point City Council enacted a moratorium for STRs. There is a hold on new STR applications until a new ordinance is proposed by the City and adopted by the Coastal Commission. Legally established STRs are allowed to continue and unpermitted STRs are proactively enforced by Code Compliance and services provided by *Host Compliance*, a third party compliance operator.

# Short-Term Rental Regulations Study Session



City Council  
February 21, 2017

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# Short-Term Rental Industry

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- Has seen substantial growth over the last few years
- Over 100 short-term rental sites operating in the U.S.
- Expanded beyond just tourist destination cities
- Diversifies lodging options and provides an alternative income for homeowners
- Concerns about impacts to existing neighborhoods



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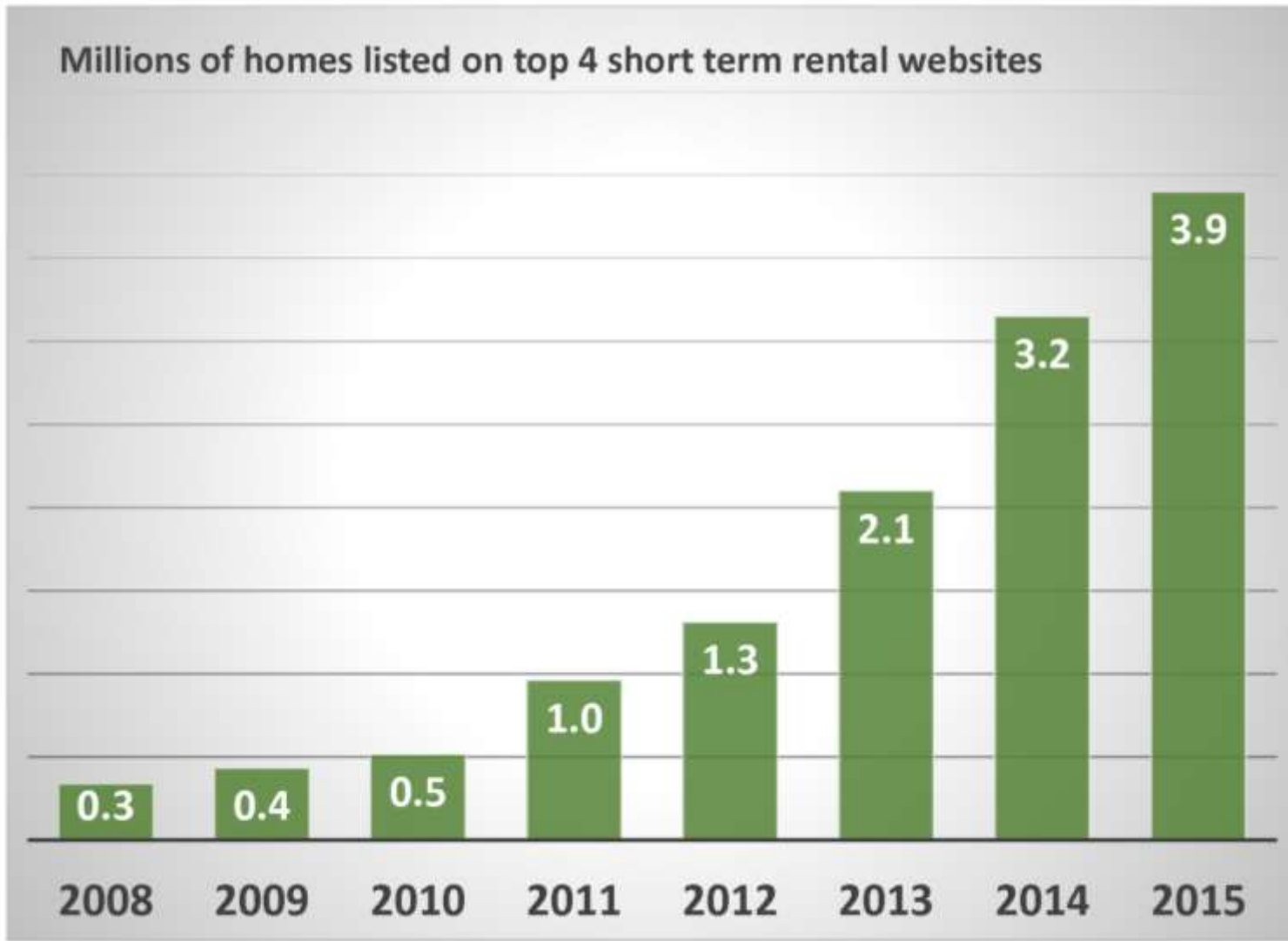


airbnb



HomeAway®

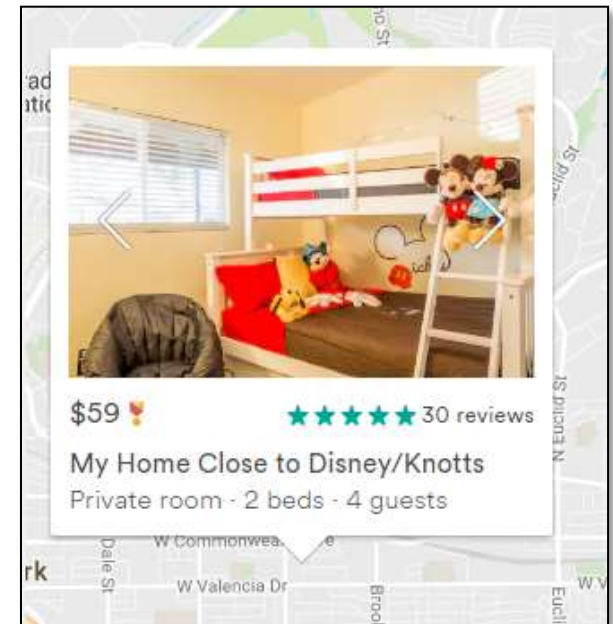
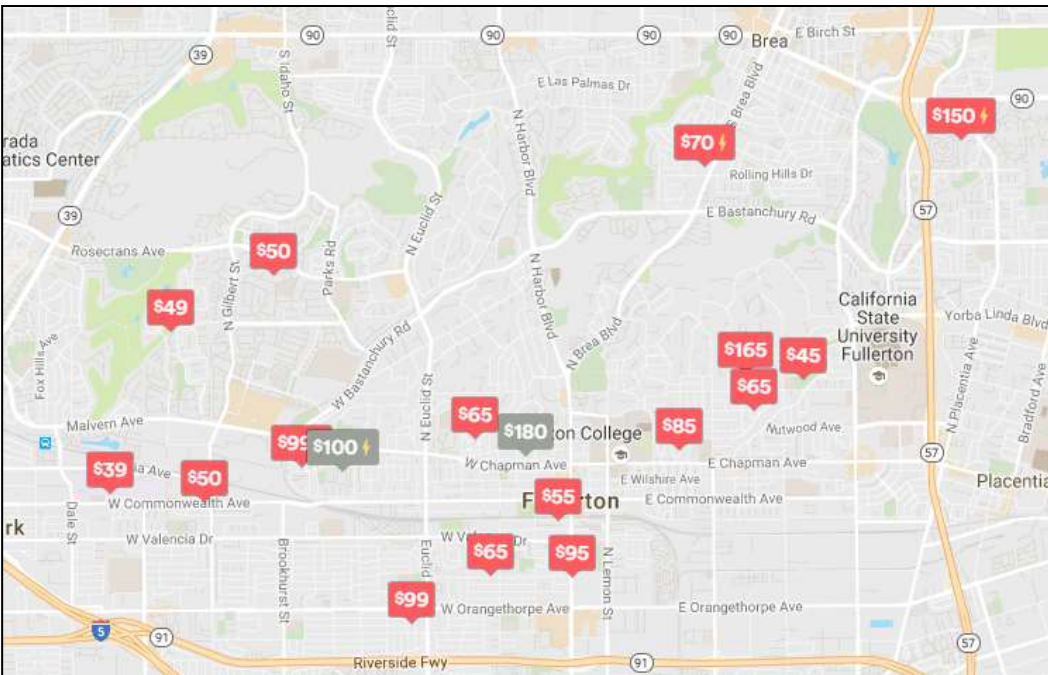
# Short-Term Rentals



Source:  
Host Compliance

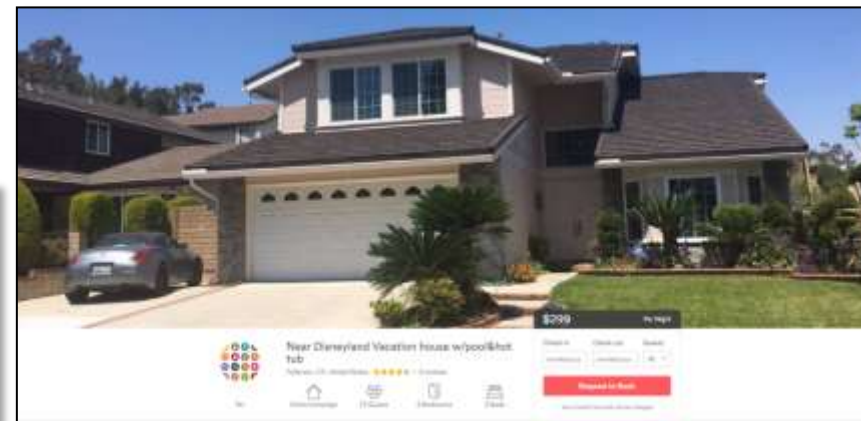
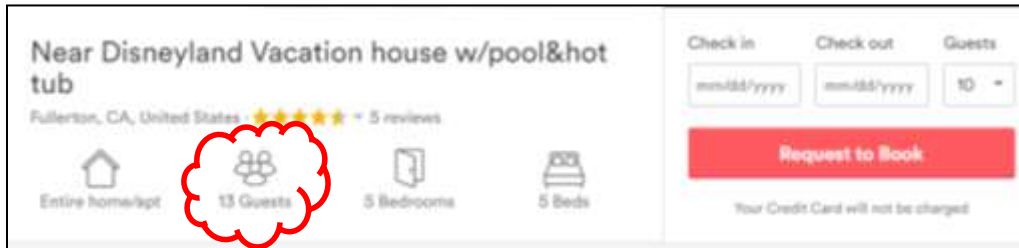
# Local Context

- Airbnb has 80 listings in Fullerton (as of February, 2017)
- Listings are located throughout the City
- Range from whole-house rental to single bedroom in apartment complex
- Prices range from \$35 to \$300+ per night
- Often looking to capitalize on proximity to Disneyland and Knott's



# Short-Term Rentals in Fullerton

- Properties advertising large number of guests raises potential for negative impacts in residential neighborhoods
  - Parking
  - Noise / Partying
  - Trash / Property Maintenance
  - Traffic



# Current Enforcement Efforts

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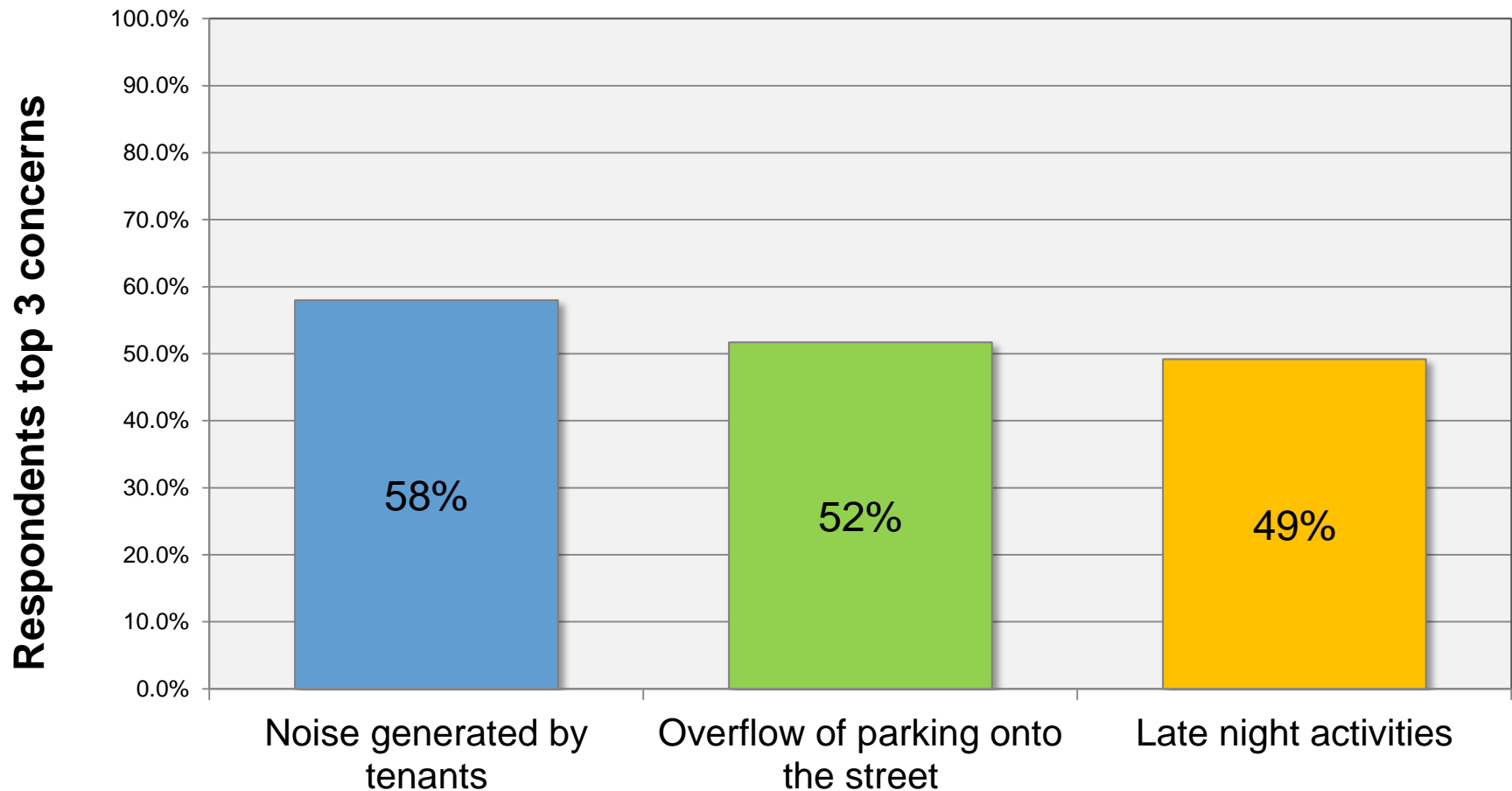
- Municipal Code does not specifically define short-term rental use (room rental permitted)
- Enforcement is reactive only by Code Enforcement and Police Department
- Complaints primarily regard ancillary issues with some STR's such as parking, trash, property maintenance and noise
- Number of properties listed in Fullerton has slowly grown over the past 2-years

# STR Regulations Timeline

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- 2015** ● **December 15** – City Council approved Resolution of Intent to direct staff to develop regulations for short-term vacation rentals.
- 2016** ● **January** - Created inter-departmental team to research best practices in other cities and consulted with outside legal counsel.
- 2016** ● **February 3** – Online survey released via Nextdoor, Facebook and City website to receive comments on possible regulations (199 responses)
- 2016** ● **February 18** – Community Meeting held to receive feedback and recommendations on possible short-term vacation rental regulations
- 2016** ● **May 11** – Planning Commission continued item with direction to staff to review proposed regulations and strike a balance between addressing neighborhood concerns and allowing for business opportunities
- 2016** ● **July** – Planning Commission public hearing of revised regulations. Recommended approval with revisions.
- 2016** ● **September** – City Council continued item to a Study Session in early 2017 to learn more about this issue before providing direction.
- 2017** ● **February 21** – City Council Study Session

# Community Outreach Survey Findings



\*199 responses received

# Goals of proposed regulations:

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- Allow this emerging use while protecting the character of residential neighborhoods.
- Provide Code Enforcement with tools to take enforcement action.
- Ensure that short-term rental operators pay the proper taxes and licensing fees.



# Proposed Code Amendments

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## Four Categories of Regulations:

1. Life Safety / Building Code Requirements
2. Regulating Commercial Activity
3. Protecting Neighborhood Character
4. Addressing “bad actors”

# Proposed Code Amendments

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## Life Safety / Code Requirements:

- Smoke/carbon monoxide detectors installed
- Property meets minimum Building Code requirements – No Building Code violations
- Property provides emergency exiting plan for guests

# Proposed Code Amendments

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## Regulating Commercial Activity:

- Payment of Transient Occupancy Tax (TOT)
- Receive a Business License
- Submit an application for review by Community Development and Finance Departments
- Comply with commercial insurance requirements

# Proposed Code Amendments

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## Preserving Neighborhood Character:

- Off-street parking required
- Limit the number of bedrooms that can be used
- Prohibit commercial activities
- Good neighbor policies (trash, noise)
- Separation criteria / Max number per neighborhood
- Identify a local contact to address complaints
- Prohibit signage/advertising on property

# Proposed Code Amendments

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## Addressing “bad actors”:

- Provide tools for Code Enforcement and Police Department:
  - Clear definitions of uses
  - Operational standards
  - Nuisance abatement procedure
  - Permit revocation process

# Additional Policy Questions

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- Additional regulations for whole-house rental vs. bedroom rental
- Require HOA approval
- Limit to single-family homes only
- Define how to address existing STR's in the City if regulations are adopted

# Short-Term Rental Regulations Study Session



City Council  
February 21, 2017

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## What Should be Included in the “Good Neighbor” Guidelines?

1	Parking on street must obey overnight rules of not parking on street.
2	Limit number of vehicles.
3	Renters should be considerate of noise – if outside on patio after 11pm – no noise.
4	Parking onsite, number posted where to call for problems, limit to number allowed per block, otherwise no neighbors.
5	Number of cars per rental should be limited especially in neighborhoods where there is already little parking.
6	Parking only on paved driveway off street.
7	No overnight parking on the street where currently not allowed.
8	Not allowed for parties.
9	Pets allowed or not? Quiet hours, parking policies, # of occupants, no public use such as big weddings with visitors who are not on list for background check.
10	Must be licensed. Some are not at all considerate of noise, parking, and impacts negatively on entire neighborhood.
11	Good neighborhood guidelines should be given to all Fullerton residents.
12	Airbnb allows renters to list restrictions.
13	Impossible to devise standards that won't impact neighborhood negatively.
14	Talk to neighbors before calling the City. No need to create animosity with your neighbors.
15	Hosts and guests to be considerate of surrounding neighborhood.
16	Contact person and phone number 24-hours available to City.
17	Must be licensed and inspected.
18	How many guests per square foot. Number of cars per dwelling. How many times per year. Length of stay.



## How Should Issues and/or Complaints be Addressed?

1	Must be honest effort to contact homeowner. Otherwise, unnecessary burden on Code Enforcement.
2	Once Code Enforcement has been contacted there should be a timely response to person filing a complaint.
3	There should be a website where you can leave comments and complaints.
4	Calling the police doesn't help if the police take too long to respond because it's simply a loud party.
5	Call Code Enforcement. Neighbors need a forum to fight.
6	Communicate with homeowner first. Then authorities.
7	Talk to the homeowner first, I would call code enforcement, if it were after hours I would call the police.
8	What if there was a citizen panel to hear neighborhood complaints – Short term rentals as well as residents.
9	Property Management. Then call police.
10	Through normal channels – Police issue call police, City Hall issue, call Code Enforcement.
11	Require a non-refundable eviction if break community rules.
12	Contact Code Enforcement.
13	Pillow.com.
14	Code Enforcement should be notified and license revoked for rental after too many complaints.
15	Call police if severe issues.
16	West side taking matters into our own hands. Not enough police to answer call. It's a matter of time before someone gets hurt.
17	Homeowners should be required to provide neighbors with a contact number – We never had a contact number when we had problems.

## City of Brea

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### COUNCIL COMMUNICATION

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Public Hearing for the Establishment and Adjustment of Development related User-Fees

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### **RECOMMENDATION**

Open the public hearing, receive any public testimony and close hearing. By motion, adopt the resolution establishing and adjusting development related user fees and other fees for City services.

### **BACKGROUND/DISCUSSION**

This first section of the staff report provides background and context for the various issues surrounding the City Council's consideration of fee updates. Topical issues are then discussed more completely in the Discussion section of the report.

Over the course of the past seven (7) months the City Council have received and reviewed fee study information and conducted six (6) separate working sessions concerning related policy issues. The timeline below provides a recap of the Council's work to date on the fee study:

- |                       |   |
|-----------------------|---|
| • Jan 2016 - Oct 2017 | Staff and NBS work to prepare User Fee Study    |
| • October 19, 2017    | User Fee Study delivered to City Council        |
| • October 24, 2017    | User Fee Study delivered to BIA                 |
| • October 24, 2017    | User Fee Study delivered to Chamber of Commerce |
| • November 7, 2017    | City Council work session on User Fee Study     |
| • December 5, 2017    | City Council work session on User Fee Study     |
| • January 16, 2018    | City Council work session on User Fee Study     |
| • February 6, 2018    | City Council work session on User Fee Study     |
| • April 3, 2018       | City Council hearing                            |
| • May 1, 2018         | City Council hearing                            |

At its last discussion on May 1, 2018, Council continued its public hearing deliberations and determined it would hold off further consideration of the development related user fee update pending the adoption of the 2018/19 budget. The 2018/19 budget was adopted by Council at its June 19 meeting. At this time, development related user fees are returning to the Council for its further consideration. Additionally, at a separate public hearing on June 19, other City user fees not included in this staff report were considered. City Council directed those fees return for consideration along with the development related user fees. Staff will be discussing all fees in one combined presentation before the Council at its August 21 meeting. However, the information for the other City user fees is in a separate staff report.

Direction from the Municipal Code Concerning User Fees - Importantly, the Brea Municipal Code provides the Council direction regarding user fees. The Code outlines that “costs reasonably borne” be included within fees and that cost recovery be considered by the City Council—the code additionally defines such costs. The Code states that the City Council shall establish the percentage of recovery of costs reasonably borne in its establishment of fees. In other words, to answer the question: what is the correct amount of costs reasonably borne to pass along to customers receiving a service? Historically, as it relates to development user fees, Brea has followed the general industry practice to establish fees providing for its recovery of related costs to provide for services and this is the direction under which staff operate to develop its recommendations regarding fees. The pertinent Brea Municipal Code sections read:

**§ 3.32.020 DEFINITION.**

***COSTS REASONABLY BORNE.*** *As used and ordered to be applied in this chapter, are to consist of the following elements to the extent permitted by law:*

*A. All applicable direct costs including, but not limited to salaries, wages, fringe benefits, services and supplies, operation expenses, contracted services, special supplies and any other direct expense incurred; (reader note: these are essentially Labor and certain non-labor costs)*

*B. All applicable indirect costs including, but not restricted to, building maintenance and operations, equipment maintenance, communication, printing and reproduction, and like expenses when distributed on a rational proration system; (reader note: these are remaining non-labor costs that are included in the department and division budgets)*

*C. Fixed asset recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated cost of replacement, divided by the approximate life expectancy of the fixed asset. A further additional charge to make up the depreciation not previously recovered and reserved in cash also shall be calculated and considered a cost so as to recover such unrecovered depreciation over the remaining life of the asset; (reader note: these are costs included within City-wide overhead)*

*D. General overhead, expressed as a percentage, distributing and charging the expenses of the City Council, City Manager, Finance Department, City Clerk, City Treasurer, City Attorney's office, community promotion, personnel, office, and all other staff and support service provided to the entire city organization; (reader note: also included within City-wide overhead)*

*E. Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in paragraphs A., B., and C. of this section. (reader note: the fee study conducted also includes other reasonable costs such as division overhead which allocates the managerial, supervisory, and clerical costs, and training, meetings, and employee breaks, to the functional activities.)*

*('61 Code, § 23C.3) (Ord. 763, passed 10-16-84 ; Am. Ord. 857, passed 12-06-88 )*

**§ 3.32.030 ESTABLISHMENT OF FEES AND SERVICE CHARGES BY RESOLUTION OR ORDINANCE.**

*In accordance with the provisions of California Law, including, but not limited to Cal. Gov't Code §§ 66000 et seq., as same may be amended from time to time hereafter, the City Council shall establish in the manner prescribed by law fees and charges for regulations, products or services*

*including the percentage of recovery of costs reasonably borne necessary to provide regulations, products or services.*

*('61 Code, § 23C.4) (Ord. 763, passed 10-16-84 ; Am. Ord. 825, passed - - ; Am. Ord. 826, passed - - ; Am. Ord. 857, passed 12-06-88 )*

This section of the staff report will provide some additional background and context of the issues discussed to date by the City Council concerning the development related user fees. It will also touch upon background related to the proposed technology fee which was discussed during the recent budget adoption process.

The NBS Study - The Brea Fee Study (Attachment C) was conducted by NBS and basically covers development related fees for service. These fees are imposed to cover the reasonable costs to the City for processing entitlements; issuing licenses and permits; conducting inspections and other activities conducted by Planning, Building, Public Works and Fire Services. The purpose of the study was to identify all the allowable costs for a fully -burdened hourly rate and to ensure that the existing and proposed rates do not exceed the cost of providing services.

As compared to past fee updates, the City approached this fee update through a comprehensive, professional cost of service analysis including a City-wide cost allocation plan as well as a much more complete information on direct and indirect departmental cost than in past efforts. Essentially, the more complete information identifies allowable costs that were previously not included in the City' s fee calculations and are not identified in the municipal code (i.e. the allocation of managerial, supervisory, and clerical costs, and time spent on training, meetings, and employee breaks, to the functional activities).

The results of the study show that based on budgeted costs for Fiscal Year 2016/ 17, the City overall is currently recovering 56% of allowable costs associated with providing these services. To clarify, the vast majority of the City's development and construction related fees are currently administered as an hourly rate charged to a customer based on the actual time spent working on a project; however, that hourly rate itself is outdated and is not currently capturing all the allowable costs the City incurs to perform this work. In other words, while City staff are charging time spent working on projects, the current hourly rates are recovering only 56% of allowable costs.

Technology Fee - Recently, the City Council discussed the proposed technology fee which is designed to recover the costs of providing new and additional upgrades to the City's permitting and development processing systems. These upgrades come in the form of software programs and any necessary licensing, systems hardware, training, and related needs. For Brea, this is initially proposed as the implementation of the Accela permitting system which was purchased this past spring. When the City Council acted to purchase the Accela system, discussion included plans to consider a technology fee to help cover the initial purchase as well as on-going subscription costs, essentially passing those costs on to end users receiving the benefits of the system. The on-going funding collected is proposed to be used for the subscription fee, enhancing, and adding to this or other related systems to continually improve efficiencies and productivity related to development processing and records maintenance. These improvements to Brea's approaches and systems for development processing have a key goals to keep the City current, competitive for economic development, and efficient—saving commercial developers and resident's alike time and money. Through a comprehensive and phased system evolution such efficiencies will include the on-line submittal and web-portal communication concerning

development plan check, real time ability to update records from internal Plan Review meetings, processes and field inspections, and interdepartmental communication concerning fee tracking and payment—e.g. between Community Development and Finance.

The proposed technology fee would add .06% charge to a building permit valuation. This factor is derived by taking the initial cost and on-going subscription for the system estimated at \$60,500 and spreading it across the average annual permit activity of approximately \$103M. The average annual permit activity is based upon actual permit activity from calendar years 2012-2017. So by example, a \$100,000 project would pay a \$60 technology fee as part of its permitting fees. Additional discussion of the proposed technology fee is provided later in this report.

Cities Comparisons of Development Related Fees - During the Council's budget discussions on June 19 the question of what other cities charge for fees has been raised. This was an issue addressed within the NBS report, and discussion is provided starting on page 12 of the report, together with the information in Appendices B.1 and B.2 of the report. As discussed in the report, the question of comparing cities fees is not conclusive and must be approached with caution since often these comparisons are not "apples to apples" due to different factors considered within the various cities. Some cities capture fees via an hourly charge for staff time while others use a valuation system and still others adopt a flat fee for specific development processing. Each city surveyed has its own unique set of circumstances as well as likely great variation on what factors went into the cost analysis for providing such services. As such, it makes a comparison of different cities fees challenging at best, to reach meaningful conclusions.

For Brea's fee update considerations we know this—the comprehensive process and data review provided via the NBS study is exhaustive and is the best basis for Council's considerations of any fee adoption and policy considerations. It is the best information available to provide the Council full disclosure and listing of all eligible "costs reasonably borne" for your policy decisions. For other cities surveyed, without this same level of information and background, you have no assurance those cities reviewed and considered similar data in setting their fees. Nor do you have information on their budgets, budget policies, and related factors and considerations which went into establishing their fees—other cities may not have based their fees on estimated and reasonable costs of providing the service, you just don't know—a comparative survey does not provide information about those cities cost recovery policies or issues they may face. Finally, and as discussed by NBS, some specific fee line items are simply not the same among cities. This can be due to varied terminology for similar services and knowing exactly what may be included within any task description and again, make comparisons hard to effectively conclude.

In summary, cities comparisons of fees can be helpful to an extent and is a data point within the information available to you. But the Council is cautioned to rely on this data out of context and as any conclusive and direct comparison to Brea fees for the reasons stated here and within the NBS report.

## **DISCUSSION**

As noted earlier in this report, Council have had evolving discussions regarding the fee update over the course of the past 6+ months. From the Council's most recent discussions, staff understand the following issues related to the fee update considerations of interest, include:

- Continued public input, Chamber of Commerce discussions
- Technology fee details and considerations

- Striking a balance between costs for services reasonably borne and fees for such service

Continued Public Input and Chamber of Commerce Discussions - Since the Council's May 1 meeting and June 19 budget adoption staff have continued fielding questions and facilitating public input regarding the proposed fee updates.

Staff have met with the Chamber of Commerce CEO and its President as well as within a follow up meeting with the Chamber Leadership Board. Of key interest to the Chamber has been the issue of cost recovery understanding and to promote and realize on-going efficiencies and customer cost savings within the City's permitting processes. The Chamber have expressed appreciation and understanding of the staff's goals to recover costs for services benefiting end users as a sound business practice and reconfirmed their position that the City should continue to strive for efficiencies within its development review processes. The Brea Chamber have provided its written comments regarding the proposed fee update, and a copy of their recent correspondence is attached to this report (Attachment B).

Generally, staff would characterize the conversations with the public as focused upon what is the correct "balance" between cost to provide services and what to charge for related fees for services. Within these conversations has been suggestion that, a full and complete capture of costs to provide services should not be passed along to an end user. Recall, without yet concluding action, Council's discussions to date have included such consideration where it feels general public benefit is served via a permit action. However the Council have not discussed such consideration where a permit fee more completely serves private interests rather than overtly achieves a public benefit. In representing some speakers viewpoints here, we understand their issue to be that if a commercial development realized by the City provides the City fiscal benefits such as taxes it generates, that this should be an offsetting consideration in what the City charges such development for user fees to achieve such development. Such consideration is within the Council's purview and policy determinations for your user fees and is discussed further later in this report.

Technology Fee Details and Considerations - At its June 19 budget adoption the City Council directed staff to bring back additional details and consideration discussion for the proposed technology fee.

As discussed earlier in this report, the proposed technology fee is designed to cover costs associated with improvements to the City's permitting process and development review. These improvements will be realized via implementing new technology to upgrade the City's systems which deal with permit processing. Most specifically and immediately, the Council have approved implementing permit software systems from Accela and this work is underway. For better understanding of its abilities, a presentation of the Accela system features will be provided at the August Council hearing, its features including:

- Hosted permitting solution managed by an external vendor, allows City staff to focus on technical development review functions, less on permit software and related administration.
- Web portal technology allows Inspectors, Engineers, Planners to go from paper to real-time inspection and permit updates, saving staff and customer time.
- Expedites and accelerates the review process, improves customer service and enhances citizen engagement via mobile apps and on-line capabilities.
- Customers can apply, track, and pay for permits on-line with no need to travel to City offices.

At the time of Council's approval to move forward with the Accela system staff discussed that

funding for the system would, in part, be recovered via a technology fee charge which would be placed on development permits. In this way, the end users benefiting from the system will fund its costs rather than the City's General Fund. Additionally, the technology fee is intended to provide for on-going and future evolution of our systems and features to keep the City current and responsive to the needs of development processing as technologies and related systems advance and expand. Certainly consideration of this fee remains within the Council's purview and staff understand the Council desire to more comprehensively consider such a fee within context of the other fee updates proposed.

The implementation of the Accela system and its future evolution is something staff have discussed with The Chamber of Commerce and others over the past months. Staff would represent there has been general support for this technology and the efficiencies it can bring to our processes. The question, however, becomes an on-going one of how to pay for it. There, opinions vary and the Council will likely hear related comments at your public hearing—again, to date, no specific written comments on this issue have been received by staff.

An important consideration within the technology fee consideration regards off setting costs and savings. Specifically, it is our expectation that the new found efficiencies will bring the end user costs savings in time and process and thus "off set" the cost of the technology fee within a permit charge. While this is hard to quantify, by example, if the developer of a commercial building has the ability to submit plans on-line and electronically, literally thousands of dollars in printing costs can be saved, not to mention any travel time or postage for large transmittals and other associated costs. Moreover, as the systems features eventually translate to real time plan check corrections and inspection reporting and follow up, via electronic communication from City offices and remote field locations (e.g. handheld devices), and less staff time spent on those task, this savings is passed along to the end user resulting in a reduction in the permit and processing costs.

The technology fee is proposed as a .06% charge for construction permit valuation. So, by example, a \$100,000 tenant improvement permit would be charged \$60. For a tenant improvement job like this, a customer's costs may vary, but if we assume a plan set of 20 sheets, with reproduction costs at \$5 per sheet, that equates to "one time" printing of \$100. A plan check typically requires up to 3-5 sets of plans be submitted and so this cost then goes to \$300-\$500. And, if we assume plan corrections and reprinting and resubmittal, that printing adds to an applicant's costs as well. While the City will continue to require a "hard copy" of plans for the field and office sets once approved, the new permitting system will eliminate the multiple hard copy submittal and costs, the technology fee being comparatively lower than these expenditures to a customer.

Striking a Balance Between Costs for Services Reasonably Borne and Fees for Such Service - Staff have created a series of options to help assist the Council in its consideration of action to update fees for services. The options outlined below take Council discussion to date, and provide a range of possible fee adoption strategies up to full cost recovery as identified within the NBS study. Importantly, these are options which can be further modified to include the Council's direction pending the conclusion of its discussions for fee policies.

OPTION 1 – Fee calculations reflect full cost recovery to provide services.

Implications – Hourly rates and permit fees as outlined in Attachment A. Provides for full cost recovery, no subsidy of costs by the City General Fund.

OPTION 2 – Fee calculations limited to include Labor, Non-Labor, and Citywide overhead costs.

Implications – This option includes the incremental costs of City-wide support services which assist the department providing services to the community, including development related functions. General Administrative functions such as City Manager's Office, Finance Department, City Clerk, City Attorney's Office, Human Resources, Communications/Marketing, Purchasing, Printing and Reprographics, and other administrative support services provided to the entire city organization, are reflected in this calculation option. This option would forego including incremental costs of support staff within the development related Departments and Divisions, the premise being those costs are primary to performing development related work and a service to the community—such a policy decision for fee calculation is within the purview of the City Council. Those costs would be subsidized by and paid from the General Fund. The Attachment A provides a summary of cost implications.

OPTION 3 – Fee calculations limited to include Labor and Non-Labor costs within the development related Departments and Divisions only (no Citywide or Dept/Division overhead costs).

Implications — This option includes only Labor and Non-Labor costs within the development related Departments and Divisions. It does not include incremental costs of support staff outside those directly involved in development review functions. So, by example, this option would not reflect the costs of an Administrative Clerk providing general clerical support and/or counter support within the Community Development Department.

The Citywide and Department and Division overhead costs would be subsidized by and paid from the City's General Fund. The Attachment A provides a summary of cost implications.

In summary, these Options are provided for Council discussion and deliberation. Importantly, the range of options is not limited to these approaches and staff will be available at the hearing to respond to Council deliberations which may identify further options of interest.

Staff's recommendation remains to base hourly staff rates for fees for full cost recovery of all eligible expenses to provide for development related services, pending any alternate policy direction from the City Council. This best practice approach assures that private development activities "pay their way" thus assisting the ability for General Fund resources to provide other important and desired services to the Brea community. However, the Brea Council could opt for a phased implementation toward full cost recovery via consideration of one of the optional calculations discussed. A first step of this type, with further consideration to be discussed at a future date, is something the Council may desire to weigh.

Flat Fee Permits - Of final note, recall, the latest Council discussions and direction regarding the various flat fees charged for development related activities is also reflected in the attached draft resolution within Exhibit A. Recall, the last discussions reduced the number of flat fees by taking some to a hourly rate deposit fee structure, modified most of the remaining flat fees toward full cost recovery (e.g. primary Public Works related permits), and, finally, proposed several flat fees to include subsidy from the General Fund where public safety and benefit goals could be realized (e.g. water heater permits). The proposed fee rates for overnight parking permits contained in the draft resolution remain as last discussed and, recall, these rates do cover the core staff time costs (Labor) expended in review of such permits.



## **FISCAL IMPACT/SUMMARY**

The City Council has ultimate authority in its consideration of fee establishment and what it feels is appropriate level of cost recovery to consider in its adoption of any fees. The policy implications of the proposed fee update includes important consideration for any current and future City budget challenges—where costs for related services are not captured within adopted fees for service, they must be funded by the General Fund or other identified sources. Direction from the Municipal Code and historic practice by the City Council guide staff recommendations for full cost recovery of service fees.

## **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: David Crabtree, Community Development Director

Concurrence: Cindy Russell, Administrative Services Director

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## **Attachments**

Resolution (Includes Exhibit A & B)

Attachment A - Options

Attachment B - Chamber of Commerce Letter

Attachment C - Fee Study

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## **RESOLUTION NO. 2018-047**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA ESTABLISHING AND ADJUSTING DEVELOPMENT-RELATED USER FEES AND OTHER FEES FOR CITY SERVICES**

#### **A. RECITALS:**

(I) The City Council of the City of Brea hereby finds, determines and declares that:

A. The City Council has conducted an extensive analysis of services it provides to the public as well as the costs reasonably borne by the City in providing those services, the beneficiaries of those services, the specific fee and charge amounts being collected for those services, and the overall revenues produced through collection of those fees and charges.

B. The City Council has determined that City staff provides many types of development-related and other kinds of services to the public, including services related to administering development applications, and services related to ongoing uses, special events, and/or other non-development related activities and approvals (collectively, "Services" sometimes herein).

C. As permitted by State law, the City currently collects fees and charges for non-development related services ("Service Fees") and for development-related services ("Development User Fees") from persons receiving such services in order to recover a portion of the fully burdened costs of staff time, copying costs, indirect and support costs and other expenses incurred by

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the City in providing these Services. Current Service Fee and Development User Fee amounts do not fully recover the City's costs of providing all of the Services. As a result, a significant portion of these costs are being paid from the City's general fund and therefore, by the general public.

D. The City Council finds that providing the Services specially benefits the recipient of the Services, without benefitting the general public. Therefore, the City desires to more fairly allocate recovery of the costs of providing the Services by establishing and amending certain Service and Development User Fees.

E. The Service and Development User Fees proposed to be adopted herein, are based upon information contained in a written study prepared by NBS Consultant retained by the City, entitled "Citywide User Fee Study Report", dated October 3, 2017 and adopted by reference herein ("Fee Study"). The Fee Study analyzes the City's actual, fully burdened, current costs to provide various services including development-related user services and other services more fully described herein.

F. The Fee Study identifies the purpose of the proposed fees and charges, and demonstrates the actual relationship or "nexus" between the amount of the fees and charges and the cost to the City in providing the Services to which each fee and charge applies.

G. Pursuant to Government Code Section 66000, *et seq.*, the City is authorized to collect fees and charges sufficient to recover up to one-hundred

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percent (100%) of the actual costs to the City in providing the services to which the fees and charges apply.

H. The City desires to add and adjust certain fees and charges in order to more fairly allocate the cost burden of providing the Services, and to more fully recover the actual costs incurred by the City in providing the services to which the fees and charges apply.

I. Chapter 3.32 of the Brea City Code provides that the City may, following a properly noticed public hearing and adoption of a resolution or ordinance, set fees and charges to recover costs reasonably borne by the City.

J. Government Code Section 66000, et seq. allows cities to collect fees and charges for various municipal services, as long as those fees and charges do not exceed the estimated reasonable costs of providing the service for which the fee or charge is imposed.

K. On August 21, 2018, the City Council conducted a duly noticed public hearing concerning the adoption of this Resolution and the fees and charges proposed herein. At the public hearing the public was provided an opportunity to make oral and written presentations. Written notice of the public hearing was also provided to interested parties who filed written requests pursuant to Government Code Section 66016 for mailed notice of meetings addressing new or increased fees or service charges.

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L. At least ten (10) days prior to the public hearing referenced above, the City made available for public inspection information required to be made public pursuant to Government Code Section 66000, *et seq.*

M. The City published notice of the public hearing referenced above in accordance with Government Code Sections 6062(a), 66014, 66016, 66017 and 66018.

N. The establishment and adjustment of Service Fees and Development User Fees is statutorily exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the CEQA Guidelines, because CEQA does not apply to local agency decisions involving rates, tolls or other charges, including fees and charges proposed to be adopted by this Resolution, imposed for the purpose of meeting operating expenses, and/or purchasing equipment, materials, and supplies, as more fully described in the Recitals, above.

O. In the absence of a provision automatically increasing properly adopted fees and charges in proportion to increases in the Consumer Price Index applicable to the City, the City will eventually fall short of the level of lawful cost recovery that would otherwise be achieved through collection of the fees and charges adopted herein. Therefore, the City Council finds that there is a need to include a "CPI inflator" as part of the fees and charges adopted herein.

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P. All legal prerequisites to the adoption of this Resolution have occurred.

**B. RESOLUTION:**

NOW, THEREFORE, be it is found, determined and resolved by the City Council of the City of Brea as follows:

1. All facts set forth in the Recitals, Part A, of this Resolution are true and correct.

2. The City Council hereby approves and adopts the development user and service fees set forth in Exhibit "A" and Exhibit "B" attached hereto and hereby incorporated by reference.

Any and all provisions of prior resolutions of the City of Brea establishing or modifying fees for the specific services identified in Exhibit "A" and Exhibit "B" are hereby repealed and replaced with the fees for those same services set forth in said Exhibits provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity.

3. The fees and charges set forth in Exhibit "A" and Exhibit "B" do not exceed the actual costs to the City of Brea in providing the services to which each such fee relates.

4. Commencing July 1, 2020 ("Base Year"), and each year thereafter, the fees and charges set forth in Exhibit "A" and "Exhibit "B" shall each be increased in proportion to any percentage increase in the Consumer Price Index ("CPI") - All Urban

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Consumers - for the Los Angeles/Riverside/Orange area over the Base Year's index, occurring since July 1st of the previous year. Prior to any such increase taking effect, the City Council shall approve the increase during a regular meeting as to the amount of the CPI increase.

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

**APPROVED AND ADOPTED** this 21st day of August, 2018.

\_\_\_\_\_  
Glenn Parker, Mayor

ATTEST: \_\_\_\_\_  
Lillian Harris-Neal  
City Clerk

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I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 21st day of August, 2018, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: \_\_\_\_\_

\_\_\_\_\_  
Lillian Harris-Neal, City Clerk

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City of Brea  
**USER FEES**  
 August 21, 2018

The following fees are recommended for change effective October 1, 2018:

## **Community Development**

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<b>PLANNING</b>		
<i>Management and plan check review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Community Development Director or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management Rate (Deposit Program)	\$126/hr	\$163/hr
Plan Check Rate (Deposit Program)	\$94/hr	\$115/hr
Consultant Rate (Deposit Program)	Actual plus (29% Overhead)	Actual Cost
<u>Flat Rates</u>		
Temporary Signs/Banners	\$50	\$85
<u>Flat Rates to Deposit Program Hourly Rates</u>		
Entertainment Permit	\$500	Deposit Program
Film Permit	\$500	Deposit Program
Historical Preservation Listing	\$250	Deposit Program
Mills Act Contract	\$250	Deposit Program
Temporary Trailer	\$500	Deposit Program
Temporary Signs in the Right of Way	\$150	Deposit Program
Temporary Use Permit:		
Major (plus damage deposit)	\$450	Deposit Program
Minor	\$75	Deposit Program

## Community Development (Continued)

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<b>BUILDING AND SAFETY</b>		
<i>Management, plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Community Development Director or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management Rate (Deposit Program)	\$126/hr	\$189/hr
Plan Check Rate (Deposit Program)	\$94/hr	\$138/hr
Inspection Rate (Deposit Program)	\$88/hr	\$124/hr
Consultant Rate (Deposit Program)	Actual plus (29% or 35% Overhead)	\$138/hr (Plan Check Rate) \$124/hr (Inspection Rate)
Inspection Rate Outside Normal Business Hours (per hour; 2-hour minimum)	\$132/hr (\$264 minimum)	\$187/hr (\$374 minimum)
Callback Inspections/Re-Inspection	\$88/hr	\$124/hr
Inspection Rate (for which no fee is specifically indicated)	\$88/hr	\$124/hr
<u>Flat Rates</u>		
Permit Issuance Fee	\$16	\$48
Water Heater Inspection (includes Permit Issuance Fee)	\$104	\$100
Small Appliances (includes Permit Issuance Fee):		
First Appliance	\$88	\$100
Each Additional Appliance	\$8	No Charge
Parking Permit Fees:		
Initial Application Permit (In-Person)	\$25	\$38
Initial Application Permit (Online)	\$19	\$20
Renewal Application Permit (In-Person)	\$19	\$25
Renewal Application Permit (Online)	\$19	\$20
Certificate of Occupancy:		
Ownership Change	\$100	\$100
All Other Types	\$100	\$450
Re-Roofing (includes Permit Issuance Fee):		
Up to 400 square feet	\$176-\$264	\$300

## Community Development (Continued)

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### Flat Rates to Deposit Program Hourly Rates

#### Grading Permit:

Minor Grading (less than 10 cubic yards)	\$88	Deposit Program
Major Grading		
50 cubic yards or less	\$88	Deposit Program
51-500 cubic yards	\$176	Deposit Program
501-1,000 cubic yards	\$264	Deposit Program
10,001 or more cubic yards	\$528	Deposit Program

Clearing and/or stockpiling	\$88	N/A (covered under <i>Grading Permit</i> )
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#### Non-Retaining Block Wall:

First 100 square feet	\$176	Deposit Program
Over 100 square feet	\$264	Deposit Program

#### Retaining Wall:

First 100 square feet	\$176	Deposit Program
Over 100 square feet	\$264	Deposit Program

#### Patio Cover/Enclosure:

First 100 square feet	\$264	Deposit Program
Over 100 square feet	\$352	Deposit Program

Spa (per unit)	\$176	Deposit Program
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#### Minor Repairs:

First Item	\$88	Deposit Program
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### Rates based upon Construction Permit Valuation

Technology Fee (for Permitting System)	N/A	0.06% of Construction <i>Permit Valuation</i>
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## Fire Services

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<i>Plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Fire Marshal or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Plan Check Rate (Deposit Program)	\$94/hr	\$111/hr
Inspection Rate (Deposit Program)	\$88/hr	\$108/hr
Consultant Rate (Deposit Program)	Actual plus (29% Overhead)	\$111/hr (Plan Check Rate) \$108/hr (Inspection Rate)
After Hours Inspection Rate (per hour; 2-hour minimum)	N/A	\$108/hr (\$216 minimum)
After Hours Plan Check Rate (per hour; 2-hour minimum)	N/A	\$111/hr (\$222 minimum)
Additional Re-inspection (per hour; 1-hour minimum)	\$88/hr	\$108/hr
Expedited Plan Check (per hour; 1-hour minimum)	\$141/hr	\$167/hr
Code Interpretation (per hour; 2-hour minimum)	N/A	\$111/hr (\$222 minimum)
Event Standby Fee (per hour; 2-hour minimum)	\$63-\$114 (\$126-\$228 minimum)	\$167/hr (\$334 minimum)
Fire Prevention Inspection Fees/Life Safety Inspections (Non-Permitted) (Fee includes inspection and one re-inspection)		
Small Business (Up to 5,000 square feet)	\$106 (minimum)	\$120
Large Business (5,000+ square feet)	\$106 (minimum)	\$180
Each additional hour	\$154/hr	\$108/hr
<u>Flat Rates</u>		
Fire Dept. Special Activity Permit Fees/Operational Permits:		
Miscellaneous items permit	N/A	\$50
Annual Fire Permit (Category II)	\$156	\$187
Each additional permit on the same visit	\$126	\$30
Renewal Permit	\$128	\$59
Each additional renewal permit on the same visit	\$114	\$30

## Public Works

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<i>Management, plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the City Engineer or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management (Deposit Program)	\$126/hr	\$150/hr
Plan Check (Deposit Program)	\$94/hr	\$134/hr
Inspection (Deposit Program)	\$88/hr	\$129/hr
Consultant Rate	Actual plus (29% Overhead)	\$134/hr (Plan Check Rate) \$129/hr (Inspection Rate)
Inspection Rate Outside Normal Business Hours (per hour; 2-hour minimum)	\$132/hr (\$264 minimum)	\$195/hr (\$390 minimum)
Callback Inspections/Re-Inspection	\$88/hr	\$129/hr
Inspection Rate (for which no fee is specifically indicated)	\$88/hr	\$129/hr
<u>Flat Rates</u>		
Permit Issuance Fee	N/A	\$48
Minor Miscellaneous Public Works Permits:		
One Water Connection	\$176	\$550
One Fire Service Connection	\$264	\$550
One Sewer Lateral	\$264	\$550
One Storm Drain Connection	\$264	\$550
Curb and Gutter:		
50 linear feet or less	\$176	\$550
Curb Core:		
One	\$44	\$200
Two-Three	\$88	\$200
Sidewalk:		
Up to 250 square feet	\$88	\$550
Parkway Paving:		
Fronting one lot	\$88	\$100

**Public Works (Continued)**

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## Driveway Approach:

Residential Driveway	\$176	\$250
Commercial or Industrial Driveway	\$264	\$725
Widen Existing Driveway Approach	\$88	\$375

Flat Rates to Deposit Program Hourly Rates

## Minor Miscellaneous Public Works Permits:

Water Connection (2 or more)	\$176	Deposit Program
Fire Service Connection (2 or more)	\$264	Deposit Program
Sewer Lateral (2 or more)	\$264	Deposit Program
Storm Drain Connection (2 or more)	\$176	Deposit Program

## Structures:

Manhole	\$264	Deposit Program
Vault	\$396	Deposit Program
Catch Basin	\$396	Deposit Program
Junction Structure	\$528	Deposit Program
Other	\$396	Deposit Program

## Curb and Gutter:

51+ linear feet	\$264	Deposit Program
-----------------	-------	-----------------

## Curb Core:

Four or more	\$132	Deposit Program
Parkway Culvert/Downspout	\$264	Deposit Program
Cross Gutter	\$440	Deposit Program

## Sidewalk:

251+ square feet	\$176	Deposit Program
------------------	-------	-----------------

*\*For services requested of City staff which have no fee listed in this fee exhibit, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.*

City of Brea  
**USER FEES**  
 August 21, 2018

The following fees are recommended for change effective July 1, 2019:

### **Community Development**

---

<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<b>PLANNING</b>		
<i>Management and plan check review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Community Development Director or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management Rate (Deposit Program)	\$163/hr	\$201/hr
Plan Check Rate (Deposit Program)	\$115/hr	\$136/hr
Consultant Rate (Deposit Program)	Actual Cost	Actual Cost

## Community Development (Continued)

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<b>BUILDING AND SAFETY</b>		
<i>Management, plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Community Development Director or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management Rate (Deposit Program)	\$189/hr	\$253/hr
Plan Check Rate (Deposit Program)	\$138/hr	\$183/hr
Inspection Rate (Deposit Program)	\$124/hr	\$161/hr
Consultant Rate (Deposit Program)	\$138/hr (Plan Check) \$124/hr (Inspection)	\$183/hr (Plan Check) \$161/hr (Inspection)
Inspection Rate Outside Normal Business Hours (per hour; 2-hour minimum)	\$187/hr (\$374 minimum)	\$241/hr (\$482 minimum)
Callback Inspections/Re-Inspection	\$124/hr	\$161/hr
Inspection Rate (for which no fee is specifically indicated)	\$124/hr	\$161/hr



## Fire Services

---

<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<i>Plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the Fire Marshal or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Plan Check Rate (Deposit Program)	\$111/hr	\$128/hr
Inspection Rate (Deposit Program)	\$108/hr	\$128/hr
Consultant Rate (Deposit Program)	\$111/hr ( <i>Plan Check</i> ) \$108/hr ( <i>Inspection</i> )	\$128/hr ( <i>Plan Check</i> ) \$128/hr ( <i>Inspection</i> )
After Hours Inspection Rate (per hour; 2-hour minimum)	\$108/hr ( <i>\$216 minimum</i> )	\$128/hr ( <i>\$256 minimum</i> )
After Hours Plan Check Rate (per hour; 2-hour minimum)	\$111/hr ( <i>\$222 minimum</i> )	\$128/hr ( <i>\$256 minimum</i> )
Additional Re-inspection (per hour; 1-hour minimum)	\$108/hr	\$128/hr
Expedited Plan Check (per hour; 1-hour minimum)	\$167/hr	\$192/hr
Code Interpretation (per hour; 2-hour minimum)	\$111/hr ( <i>\$222 minimum</i> )	\$128/hr ( <i>\$256 minimum</i> )
Event Standby Fee (per hour; 2-hour minimum)	\$167/hr ( <i>\$334 minimum</i> )	\$192/hr ( <i>\$384 minimum</i> )
Fire Prevention Inspection Fees/Life Safety Inspections (Non-Permitted) ( <i>Fee includes inspection and one re-inspection</i> )		
Small Business (Up to 5,000 square feet)	\$120	\$120
Large Business (5,000+ square feet)	\$180	\$180
Each additional hour	\$108/hr	\$128/hr

## Public Works

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<u>Service Fee/License/Permit</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<i>Management, plan check and inspection review associated with development and utility company projects are charged on an hourly basis based on the developer deposit hourly rates ("Deposit Program"); amount of the initial maximum developer deposit will be based upon the findings of the October 3, 2017 Citywide User Fee Study and as determined by the City Engineer or designee.</i>		
<u>Hourly Rates (Charged per hour)</u>		
Management (Deposit Program)	\$150/hr	\$175/hr
Plan Check (Deposit Program)	\$134/hr	\$174/hr
Inspection (Deposit Program)	\$129/hr	\$171/hr
Consultant Rate	\$134/hr (Plan Check) \$129/hr (Inspection)	\$174/hr (Plan Check) \$171/hr (Inspection)
Inspection Rate Outside Normal Business Hours (per hour; 2-hour minimum)	\$195/hr (\$390 minimum)	\$257/hr (\$514 minimum)
Callback Inspections/Re-Inspection	\$129/hr	\$171/hr
Inspection Rate (for which no fee is specifically indicated)	\$129/hr	\$171/hr

*\*For services requested of City staff which have no fee listed in this fee exhibit, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.*

## ATTACHMENT A - OPTIONS

Descriptions	Reference Information		Option 1	Option 2	Option 3
	Current Hourly Rate	Current Hourly Rate plus CPI Increase <sup>(1)</sup>	Full Cost Recovery (Recommended)	Labor, Non-Labor and Citywide Overhead <sup>(2)(3)(4)</sup>	Labor and Non-Labor Only <sup>(2)(3)</sup>
<b><u>Planning</u></b>					
Management	\$126	\$180	\$201	\$155	\$134
Technical /Plan Check	\$94	\$134	\$136	\$105	\$83
<b><u>Building</u></b>					
Management	\$126	\$180	\$253	\$153	\$144
Technical /Plan Check	\$94	\$134	\$183	\$109	\$100
Inspection	\$88	\$102	\$161	\$120	\$111
<b><u>Engineering</u></b>					
Management	\$126	\$180	\$175	\$140	\$127
Technical /Plan Check	\$94	\$134	\$174	\$139	\$131
Inspection	\$88	\$102	\$171	\$137	\$129
<b><u>Fire Prevention</u></b>					
Management	N/A	N/A	N/A	N/A	N/A
Technical /Plan Check <sup>(5)</sup>	\$94	\$134	\$128	\$125	\$115
Inspection	\$88	\$102	\$128	\$125	\$115
<b>Cost Recovery %</b>	<b>56%</b>	<b>73%</b>	<b>100%</b>	<b>79%</b>	<b>72%</b>
<b>\$ Subsidy based on FY 16/17 hours</b>	<b>\$575,188</b>	<b>\$375,448</b>	<b>\$0</b>	<b>\$293,384</b>	<b>\$384,924</b>

(1) CPI-All Urban Consumers/Los Angeles-Riverside-Orange Counties since last increases: 2003 for Management and Technical/Plan Check rates, and 2008 for Inspection rates

(2) Labor costs include salaries, wages and fringe benefits (all personnel costs)

(3) Non-Labor includes services, supplies, operational expenses, contracted services and any other direct expenses incurred as well as applicable pro-rate distribution of indirect costs (ie. Building and vehicle maintenance, IT costs, risk management)

(4) Citywide Overhead includes Fixed Asset Recovery Expenses (Capital replacement) and General Overhead (Finance, Human Resources, Purchasing, City Manager, Communications/Marketing).

(5) Technical/Plan Check Rate for Fire Prevention as increased by the CPI-U since 2003 calculates to \$134/hour which exceeds the fully burdened cost of service of \$128/hour as calculated by the User Fee Study.



CATALYST. CONVENOR. CHAMPION.

David Crabtree  
Community Development Director – City of Brea  
One Civic Center Circle, 3<sup>RD</sup> FL  
Brea, California 92821  
SENT VIA EMAIL AND HAND CARRY

August 15, 2018

RE: Proposed Developer/Technology Fee Increases

Dear Mr. Crabtree,

Per the respectful request of the Mayor and Brea City Council at the Tuesday, May 1, 2018 City Council meeting, below is the written position statement on a proposed increase on developer and/or technology fees:

*The Brea Chamber opposes wasteful government spending and taxes and/or fees on services that impact business. However, it is reasonable for business and/or government agencies to recover their costs. The Chamber would like to ensure that if it is the pleasure of the City Council to increase developer and technology fees that all other opportunities to reduce costs have been exhausted and that service enhancements, efficiencies with predictable outcomes and processes are put in place that are measurable. The desire is that increased efficiencies, despite fee increases, will reduce costs to applicants and shorten timeframes of entitlement processing. Without gains in efficiency, a fee increase simply adds to the overall cost of doing business in California without anything to show for it on the applicant's side. The Brea Chamber would strongly monitor the roll out of any and all efficiency programs.*

The Brea Chamber will continue to work with you, and City Management Staff, on intended outcomes and as well as unintended consequences during this rollout period. Again, no increase in fees, taxes, and additional burdens on business are welcomed, however, the quality of services and care should not be compromised as well.

Sincerely,

Heidi L. Gallegos, IOM  
President/CEO  
Brea Chamber of Commerce

**2018 Executive Committee**

**John Koos**  
Chairman of the Board  
Core Development Services

**Jay Badillo**  
Chair Elect  
Embassy Suites Brea

**Bill Murray**  
Finance & Operations  
Edward Jones Investments

**Eric Padilla**  
Marketing and Communications  
Palatable Promotions

**Matt Denburg**  
Membership  
Schooley Mitchell

**Kevin Caulson**  
Economic Development  
Brea Mall/ Simon Property Group

**Jonathan Ekno**  
Immediate Past Chair  
Ekno Insurance Group

**2018 Board of Directors**

**Michael Becher**  
Miller Giangrande LLP

**Ashley Cole**  
New York Life

**Michelle Cummings**  
Credit Union of Southern California

**Glenn Green**  
White Rhino Marketing

**Steve Grushen**  
Nationwide Mutual Insurance

**Cindy Kao**  
Accounting Principals, Inc.

**Leslie Lagua**  
Hines

**Vern Meurer**  
Con-Tech Plastics

**Mark McGee**  
Republic Services

**James McGrade**  
Healthcare Property Advisors

**Anthony Perez**  
West Ways Insurance Agency

**Charlie Pittman**  
Beckman Coulter, Inc

**Rick Shiba**  
Total Wine and More

**Mary Ann Railey**  
PIH Health

**Jim Walker**  
Cedar Creek Inn

**Heidi L. Gallegos**  
President/CEO  
Secretary to the Board



**Brea Chamber of Commerce**  
1 Civic Center Circle, 2<sup>nd</sup> Floor | Brea, CA | 92821  
T (714) 529-3660 | F (714) 529-3657

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**City of Brea**

**Citywide User Fee Study**

**Final Report**

**October 3, 2017**

32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.434.8349 Fax: 951.296.1998

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### Appendices

#### Cost of Service Analysis (Fee Tables)

Planning Fees  
Building Fees  
Fire Prevention Fees  
Public Works Fees

Appendix A.1  
Appendix A.2  
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Appendix A.4

## Comparative Surveys

Comparison Hourly Rate Survey  
Fixed Fee/Deposit Amount Survey

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Appendix B. 1  
Appendix B. 2

## Executive Summary

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NBS performed a User Fee Study (Study) for the City of Brea (City). The purpose of this report is to describe the Study's findings and recommendations, which intend to defensibly update and establish the City's user and regulatory fees for service.

California cities impose user fees and regulatory fees for services and activities they provide through provisions of the State Constitution. First, cities may perform broad activities related to their local policing power and other service authority as defined in Article XI, Sections 7 and 9. Second, cities may establish fees for service through the framework defined in Article XIII C, Section 1. Under this latter framework, a fee may not exceed the estimated reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity under the control of the individual/entity on which the fee is imposed. For example, the individual/entity requests service of the municipality or his or her actions specifically cause the municipality to perform additional activities. In this manner, the service or the underlying action causing the municipality to perform service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this Study fall outside requirements for imposition of taxes, special taxes, or fees imposed as incidences of property ownership.

In November 2010, California voters adopted Proposition 26 (P26), which amended the California Constitution, prohibiting a local agency from adopting or increasing a levy, fee, charge of any kind without voter approval unless a specific exemption contained in P26 applies. If a levy, fee or charge satisfies a specific exemption, it may be adopted by a simple majority of the local agency's legislative body. Most user/regulatory fees fall under one or more of P26's seven stated exceptions or its two implied exceptions for fees paid voluntarily and not because they are "imposed", and for fees which do not fund government. These fees are therefore *not subject to P26's definition of a tax*. The seven exceptions are as follows:

1. **Special Benefit or Privilege:** 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.
2. **Government Service or Product:** A charge imposed for 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.
3. **Licenses and Permits:** 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.
4. **Local Government Property:** A charge imposed for entrance to or use of local government property, or the purchase, rental or lease of a local government property.



5. **Fines and Penalties:** A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, because of a violation of law.
6. **Property Development:** A charge imposed as a condition of property development.
7. **The Prop 218 Exception:** Provides that property assessment and property-related fees that are already subject to the approval requirements of Proposition 218 are not taxes. Common examples include water and sewer rates and special district assessments such as Landscape and Lighting District Act assessments.

The fees for services studied by NBS for the City of Brea primarily fall under the Exception for Licenses and Permits. Therefore, these permit fees (also known as user/regulatory fees) are *not subject to Prop 26's definition of a tax*. The only limitation to the fee amount is that it not exceed the estimated cost of providing the service for which the fee is charged.

A local legislative body may approve the fees discussed within this report based on a majority vote of its governing body alone, so long as the fee does not exceed the *estimated reasonable cost of providing the service for which the fee is charged and bears a fair or reasonable relationship to a payor's burdens on or benefits from the regulatory program*.

The City's chief purposes in conducting this Study were to ensure that existing and proposed fees do not exceed the costs of providing services, and to provide an opportunity for the City Council to re-align fee amounts with local cost recovery policies.

## Outcomes

This Study examined user and regulatory fees managed by the following City departments and Divisions: Planning, Building, Fire, and Public Works. The City estimated near \$850,000 of projected revenue based on the current hourly rate and estimated time dedicated to fee related services versus nearly \$1.6 million eligible for recovery. The following table provides a summary of results based on City Staff projection and hourly rates for the areas studied:

Department/ Division	Annual Estimated Revenues For FY 17-18 <sup>1</sup>	Annual Estimated Revenues at Full Cost Recovery Hourly Rates <sup>2</sup>	Current Annual Cost Recovery Surplus/ Deficit	Current Cost Recovery Percentage For Hourly Rates	Annual Estimated Revenues at Recommended Cost Recovery Hourly Rates	Recommended Hourly Rate Cost Recovery Percentage
Planning	\$60,000	\$87,435	(\$27,435)	69%	\$87,435	100%
Building	\$491,000	\$913,844	(\$422,844)	54%	\$913,844	100%
Fire	\$99,750	\$140,308	(\$40,558)	71%	\$140,308	100%
Public Works	\$200,000	\$377,625	(\$177,625)	53%	\$377,625	100%
<b>Total</b>	<b>\$850,750</b>	<b>\$1,519,212</b>	<b>(\$668,462)</b>	<b>56%</b>	<b>\$1,519,212</b>	<b>100%</b>

[1] Fiscal 2018 Annual Revenue Estimate provided by City of Brea based on expected revenue.

[2] Projected revenue from full cost recovery are based on the weighted average of the hourly rate produced in this study.

As shown in the previous table, the City is currently recovering 56% of costs associated with providing user and regulatory fee related services. To clarify, the vast majority of the City's development and construction related fees are currently administered as an hourly rate charged to a customer based on the time spent working on a project; however, that hourly rate itself is outdated and is not currently capturing the total costs the City incurs to perform this work. In other words, City staff are charging time spent working on projects but the current hourly rates are recovering only 56% of eligible costs. This Fee Study evaluated the full costs to the City of providing services. The methodology, analysis and results are detailed within this report and meet defensibility tests established by law. For the Departments studied, should the Council elect to adopt hourly rates at 100% cost recovery levels as determined by the Study, approximately \$669,000 in additional costs could be recovered going forward.

## Report Format

This report documents analytical methods and data sources used throughout the Study, presents findings regarding current levels of cost recovery achieved from user and regulatory fees, discusses recommended fee amounts, and provides a comparative survey of fees charged by neighboring agencies for similar services.

- Section 1 of the report outlines the foundation of the Study and general approach.
- Sections 2 through 5 discuss the results of the cost of service analysis performed, segmented by category of fee and/or department. The analysis applied to each category/department falls into studies of: the fully burdened costs of providing services, establishment of fee categories and amounts, evaluation of current cost recovery levels, and the recommended fees for providing services.
- Section 6 provides the grand scope conclusions of the analysis provided in the preceding sections.

Appendices to this report include additional analytical details for each department or division studied, and a comparison of hourly rates and fees imposed by neighboring agencies for similar services. The cities surveyed include Fullerton, Yorba Linda, La Habra, Anaheim, and Buena Park.

## Section 1 – Introduction and Fundamentals

---

The scope of this Study included the following City departments and/or divisions:

- Planning
- Building
- Fire
- Public Works

The fees examined in this Study specifically excluded utility rates, development impact fees, and special assessments, all of which fall under distinct analytical and procedural requirements different from the body of user/regulatory fees analyzed in this effort. Additionally, this Study excluded facility and equipment rental rates, as well as most of the fines and penalties that may be imposed by the City for violations to its requirements or code. (The City is not limited to the costs of service when charging for entrance to or use of government property, or when imposing fines and penalties.)

### Methods of Analysis

There are three phases of analysis completed for each City department or program studied:

1. Cost of service analysis
2. Fee establishment
3. Cost recovery evaluation

### Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to the activity in question, including the real-time provision of the service. Indirect costs are those that support provision of services in general, but cannot be directly assigned to the fee for service in question.

Components of the full cost of service include direct labor costs; indirect labor costs, specific direct non-labor costs where applicable, allocated non-labor costs, and allocated Citywide overhead. Definitions of these cost components are as follows:

- **Labor costs** – Salary, wages and benefits expenses for City personnel specifically involved in the provision of services and activities to the public.
- **Indirect labor costs** – Personnel expenses supporting the provision of services and activities. This can include line supervision and departmental management, administrative support within a department, and staff involved in technical activities related to the direct services provided to the public.

- **Specific direct non-labor costs** – Discrete expenses incurred by the City due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity. (In most fee types, this component is not used, as it is very difficult to directly assign most non-labor costs at the activity level.)
- **Allocated indirect non-labor costs** – Expenses other than labor for the departments involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to fee categories.
- **Allocated indirect organization-wide overhead** – These are expenses, both labor and non-labor, related to agency-wide support services. Support services include general administrative services such as City Council, City Manager, City Clerk, City Attorney, Human Resources, Administrative Services, Building Maintenance, etc. An agency's support services departments assist the direct providers of public service. The amount of costs attributable to each department or program included in this Study were sourced from a separate Cost Allocation Plan, prepared by NBS for the City's Administrative Services Department.

All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the City in the provision of all services and activities agency-wide.

Nearly all of the fees under review in this Study require specific actions on the part of City staff to provide the service or conduct the activity. Because labor is the primary underlying factor in these activities, the Study expresses the full cost of service as a fully burdened cost per labor hour. NBS calculates a composite, fully burdened, hourly rate for each department, division, program, or activity, as applicable to the specific organization and needs of each area studied. The rate serves as the basis for further quantifying the average full cost of providing individual services and activities.

Deriving the fully burdened labor rate for each department, and various functional divisions within a department, requires two figures: the full costs of service and the number of hours available to perform those services. The full costs of service are quantified through the earlier steps described in this analysis. NBS derives the hours available from a complete listing of all personnel employed by the City.

A full-time employee equates to 2,080 hours per year of regular time. Using this as an initial benchmark of labor time, the Study removes the average employee's eligible annual leave from the total number of regular paid hours to generate the total number of available labor hours for each City department or program. These available hours represent the amount of productive time available for providing both fee-recoverable and non-fee recoverable services and activities. The productive labor hours divided into the annual full costs of service equals the composite fully burdened labor rate. Some agencies also use the resulting rates for other purposes than setting fees, such as when the need arises to calculate the full cost of general services, or structure a cost recovery agreement with another agency or third party.

Fully burdened labor rates applied at the individual fee level estimate an average full cost of providing each service or activity. This step required the development of staff time estimates for the services and activities listed in the City's fee schedule. In some fee programs, the City's time tracking records were useful in identifying time spent providing general categories of service (e.g. plan review, inspection, public assistance, etc.). However, the City does not systematically track activity service time for all departments or all fee services provided. Consequently, interviews and questionnaires were used to develop the necessary data sets describing estimated labor time. In most cases, City staff estimated the average amount of time (in minutes and hours) it would take to complete a typical occurrence of each service or activity considered. Every attempt was made to ensure that each department having a direct role in the provision of each service or activity provided a time estimate.

It should be noted that the development of these time estimates was not a one-step process: estimates received were carefully reviewed by both consultant and departmental management to assess the reasonableness of such estimates. Based on this review, the City reconsidered its time estimates until both parties were comfortable that the fee models reasonably reflected the average service level provided by the City. Then, staff's time estimates were applied to the appropriate fully burdened labor rate to yield an average full cost of the service or activity.

The estimated full cost of service is just that: an estimated cost at the individual fee level based on the time typically used for permits and services. There are three primary ways fees can be structured. Which type of fee structure chosen for each particular permit type is determined by many factors including but not limited to type of fee, complexity of the fee related activities and the unique variation of fee processes required for similar fee types. The three primary types of fee structures are flat fees, variable fees based on project characteristics and variable fees based on actual time tracked (with deposits managed as needed). A description of each type is outlined below:

- **Flat Fees** – One fee amount established and collected regardless of the actual time spent for required permitted activities. Flat fee structures based on average costs of service are widely applied among other California municipalities, and it is a generally accepted approach.
- **Variable Fees Based on Project Characteristics** – These types of fees employ a flat fee approach, however the permitted activity is broken down into tiers based on a measurement factor directly correlating the cost for service for the size of the project. Also referred to as scaled fees, these fees allow estimated reasonable cost amounts to vary based on project size and complexity.
- **Variable Fees Based on Actual Time Tracked** – Fee related costs associated with this fee structure type are collected on a time and materials basis. Actual time and costs are tracked to a specific project. In order to accomplish this effectively, a deposit is commonly collected and costs are drawn down as project activities are completed.

Specifically in Brea, much of the City’s fee schedule is composed of deposit fees, which by definition, are linked to the actual cost of service by project. The use of an estimated cost method is the predominant approach in proceeding toward a schedule of revised deposit levels.

Subsequent chapters and the appendices of this report discuss the completed cost of service analysis developed for each department or division.

## Fee Establishment

Because a majority of the City’s fees vary in complexity and scope, the City set a number of deposit-based fees that require an upfront charge and impose a fee per hour of staff time, requiring some degree of time estimation or outright time tracking at the case level. While the final cost for deposit-based fees may vary by applicant, estimated deposit levels were derived through City Staff’s experience with commonly scoped projects. The remaining fees are flat charges, corresponding directly to the average full cost of service result.

Establishing fees also includes a range of considerations, as described below:

- **Addition to and deletion of fees** – The Study’s process provided each department the opportunity to propose additions and deletions to their fee schedules, as well as rename, reorganize, and clarify fees imposed. Many such revisions better conform fees to current practices, as well as improve the calculation of fees owed by an individual, the application of said fees, and the collection of revenues. In other words, as staff is more knowledgeable and comfortable working with the fee schedule, the accuracy achieved in both imposing fees on users and collecting revenues for the City is greater. Beyond this, some additions to the fee schedule were simply identification of existing services or activities performed by City staff for which no fee is currently charged.
- **Revision to the structure of fees** – In several cases fee categories and fee names were simplified or re-structured to increase the likelihood of full cost recovery, or to enhance the fairness of how the fee applies to various types of fee payers.
- **Documentation of tools to calculate special cost recovery** – The City’s fee schedule should include the list of fully burdened rates developed by the Study. Documenting these rates in the fee schedule provides an opportunity for the City Council to approve rates for cost recovery under a “time and materials” approach. It also provides clear publication of those rates, so fee payers of any uniquely determined fee can reference the amounts. The fee schedule should provide language that supports special forms of cost recovery for activities and services not contemplated by the adopted master fee schedule. These rare instances use the published rates to estimate a flat fee, or bill on an hourly basis, at the discretion of the director of each department.

## Cost Recovery Evaluation

The NBS fee model compares the existing fee for each service or activity to the average full cost of service quantified through this analysis. A cost recovery rate of 0% identifies no current recovery of costs from fee revenues (or insufficient information available for evaluation). A rate of 100% means that the fee currently recovers the full cost of service. A rate between 0% and 100% indicates partial recovery of the full cost of service through fees. A rate greater than 100% means that the fee exceeded the full cost of service. As noted, many of the City's fees are deposit based; therefore, a comparison of the existing fees to the estimated full cost recovery amounts may not reflect the actual cost recovery rate of particular fees.

User fees and regulatory fees examined in this Study should not exceed the full cost of service. In other words, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold could require the consensus of the voters.

NBS also assists with modeling the "recommended" or "targeted" level of cost recovery for each fee, always established at 100%, or less, than the calculated full cost of service. Targets and recommendations always reflect agency-specific judgments linked to a variety of factors, such as existing City policies, agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general means of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question.

- To what degree does the public at large benefit from the service?
- To what degree does the individual or entity requesting, requiring, or causing the service benefit?

When a service or activity completely benefits the public at large, there is generally little to no recommended fee amount (i.e., 0% cost recovery), reflecting that a truly public-benefit service is best funded by the general resources of the City, such as General Fund revenues (e.g., taxes). Conversely, when a service or activity completely benefits an individual or entity, there is generally closer to or equal to 100% of cost recovery from fees, collected from the individual or entity. An example of a completely private benefit service may be a request for exemption from a City regulation or process.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following other factors and considerations may influence or supplement the public/private benefit perception of a service or activity:

- If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?
- Will increasing fees result in non-compliance or public safety problems?

- Are there desired behaviors or modifications to behaviors of the service population helped or hindered through the degree of pricing for the activities?
- Does current demand for services support a fee increase without adverse impact to the citizenry served or current revenue levels? (In other words, would fee increases have the unintended consequence of driving away the population served?)
- Is there a good policy basis for differentiating between type of users (e.g., residents and non-residents, residential and commercial, non-profit entities and business entities)?
- Are there broader City objectives that inform a less than full cost recovery target from fees, such as economic development goals and local social values?

Because this element of the Study is subjective, NBS provides the full cost of service calculation information and the framework for considering fees, while those closest to the fee-paying population – the City departments and programs – have considered appropriate cost recovery levels at or below that full cost for the Council’s review.

## Comparative Fee Survey

Often policy makers request a comparison of their jurisdiction’s fees to surrounding or similar communities. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments.

Appendix B presents the results of the Comparative Fee Survey for the City of Brea. NBS worked with the City to choose five comparative agencies: The City of Fullerton, Yorba Linda, La Habra, Anaheim, and Buena Park. Since the City is has a predominantly deposit based fee structure for the development service departments, Appendix B.1 compares the City’s current hourly rates and developed fully burdened hourly rates established by the Study to the hourly rates of the comparative agencies. Appendix B.2 shows a comparison of department specific fees chosen by the City as compared to the highlighted agencies described above.

NBS notes the following about the approach to, and use of, comparative survey data:

- Comparative surveys do not provide information about the cost recovery policies or procedures inherent in each comparison agency.
- A “market based” decision to price services above or below the full cost of service calculation, is the same as making a decision to over-charge, and/or subsidize that service.
- Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis provided for this Study on the comparative agencies’ fees.
- Comparative fee survey efforts are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for provision of similar services.



In general, NBS reasonably attempts to source each comparison agency's fee schedule from the Internet, and compile a comparison of fee categories and amounts for the most readily comparable fee items that match the client's existing fee structure.

## Data Sources

The following City-published data sources were used to support the cost of service analysis and fee establishment phases of this Study:

- The City of Brea's Adopted Budget for Fiscal Year 2016-17.
- A complete listing of all City personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts – provided by the Finance Division.
- Various correspondences with the City staff supporting the adopted budgets and current fees, including budget notes and expenditure detail not shown in the published document.
- Prevailing fee schedules provided by each involved department.
- Annual workload data from the prior fiscal year provided by each involved department.

The City's adopted budget is the most significant source of information affecting cost of service results. NBS did not audit or validate the City's financial management and budget practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study has accepted the City's budget as a legislatively adopted directive describing the most appropriate and reasonable level of City spending. Consultants accept the City Council's deliberative process and ultimate acceptance of the budget plan and further assert that through that legislative process, the City has yielded a reasonable expenditure plan, valid for use in setting cost-based fees.

Original data sets also support the work of this Study: primarily, estimated staff time at various levels of detail. To develop these data sets, consultants prepared questionnaires and conducted interviews with individual departments. In the fee establishment phase of the analysis, departmental staff provided estimates of average time spent providing a service or activity corresponding with an existing or new fee. Consultants and departmental management reviewed and questioned responses to ensure the best possible set of estimates.

## Section 2 – Planning Division Fees

The Brea Planning Division is a vital part of the Community Development Department. Planning supports the life and business of the city by assuring that structures and amenities related to the built environment are well functioning and of good quality. A dedicated professional team works with property owners and developers to help craft projects that will meet high standards. They also work to coordinate these projects in their early stages with neighbors so that proposed new construction or modifications to property will be compatible with existing uses.

Planners are guided by the City of Brea General Plan, as well as numerous legal guidelines established by state and federal authorities. Citizen oversight to approve projects is provided by the Planning Commission, a five-member body appointed by the City Council. Public hearings are often conducted as part of the process for large-scale projects.

The Planning Division provides a comprehensive planning review and evaluation of all current development projects in accordance with State Planning Law, California Environmental Quality Act, the City's General Plan, Zoning Ordinance and other land use standards.

### Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. The following categorizes the Planning Division's annual costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

<u>Expenditure Type</u>	Managerial, Supervisory, Clerical Duties or Administration - Building	Public Counter Duty / General Information	Advance Planning Duties	Other	Planning Commission	Economic Development Activities	Current Planning - Direct Services (MGMT)	Current Planning - Direct Services (PC/Permit)	Current Planning Fully Burdened Hourly Rate
Labor	\$ 62,784	\$ 329,903	\$ 98,026	\$ 103,309	\$ 195,626	\$ 16,123	\$ 20,415	\$ 138,984	
Recurring Non-Labor	16,520	86,805	26,582	27,183	52,263	4,505	3,004	36,043	
Department and City-wide Overhead	20,669	108,605	33,258	34,009	65,388	5,637	3,758	45,095	
Allocated Common Activities	9,172	154,328	46,378	48,328	92,036	7,716	7,984	64,668	
Division Total	\$ 109,145	\$ 679,640	\$ 204,244	\$ 212,828	\$ 405,314	\$ 33,982	\$ 35,161	\$ 284,791	
Eligible Cost Recovery from Fees for Service	0%	10%	10%	0%	0%	0%	100%	100%	
Amount Eligible for Consideration in Billings/Fees	\$ -	\$ 67,964	\$ 20,424	\$ -	\$ -	\$ -	\$ 35,161	\$ 284,791	
Division Totals:									
Amount Targeted for Recovery in Billings/Fees	\$ -	\$ 67,964	\$ 20,424	\$ -	\$ -	\$ -	\$ 35,161	\$ 284,791	
Amount Requiring Another Funding Source	109,145	611,676	183,819	212,828	405,314	33,982	-	-	
Cost per Direct Hour Recoverable from Fees for Service		\$ 32	\$ 10				\$ 201	\$ 136	\$ 178
	Reference: Direct Hours						175	2,098	2098

Section 1, the Cost of Service Analysis, of this report describes the types of costs considered in the development of these rates. The Cost per Direct Hour Recoverable from Fees for Service for Managerial, Supervisory, Clerical Duties or Administration – Building, Public Counter Duty / General Information, Advance Planning Duties, Other, Planning Commission, Economic Development Activities, Current Planning - Direct Services (MGMT), Current Planning - Direct Services (PC/Permit), and the Current Planning Fully Burdened Hourly Rate establishes the maximum hourly rate able to be charged to the City’s Development Services (DS) account for each activity. All subsequent cost of service calculations at the individual fee level would assume a blended fully burdened hourly rate of **\$201** for direct services management activities, **\$136** for direct services plan checks, and/or a blended fully burdened department rate of **\$178**.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Managerial, Supervisory, Clerical Duties or Administration – Building** – Work activities associated with an active building managerial, supervisory, and clerical and/or administration. These costs are not recoverable in Building user and regulatory fees for service.
- **Public Counter/ General Information** – Activities associated with responding to phone calls and supporting both active permits and the development review process in general. Typically, some portion of costs for provision of general public information and assistance do not apply toward recovery from fees. Planning staff estimated that approximately 10% of these costs support land use application review activities, while the remaining costs should be not be considered in the calculation of fees for services. The remaining 90% of the costs of providing public information services requires funding from sources other than fees.
- **Advanced Planning Duties** – The Planning staff support the ongoing maintenance and cyclical update of the City’s General Plan (GP) and local zoning ordinances. These costs do not apply directly toward recovery from planning and zoning review fees, however, they are considered within the context of the General Plan Maintenance Surcharge. 10% of these costs are recoverable in Planning user and regulatory fees for service.
- **Other** – The Planning staff participate and support in other departmental activities that are inherent to the management of the Planning Division administration. The costs identified require an alternate funding source and are not recoverable from fees.
- **Planning Commission** – The Planning staff provide support to the community by providing review, input and justification to proposed development projects within the City. While the costs are eligible, the City decided not to include these costs. The costs identified require an alternate funding source.
- **Economic Development Activities** – The Planning staff develops a work plan that the city can undertake to strengthen and diversify its economy. The costs identified require an alternate funding source and are not targeted for recovery in fees for service.

- **Current Planning - Direct Services (MGMT)** – Management staff activities associated with active planning applications. 100% of these costs are recoverable in Planning user and regulatory fees for service.
- **Current Planning - Direct Services (PC/ Permit)** – Line staff activities associated with an active planning application. 100% of these costs are recoverable in Planning user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

NBS assisted the Division in restructuring many of the City's existing fees. The City also requested quantifying the total estimated cost of providing services to development review application approval. As such, NBS structured the Planning fee model to quantify support costs for Building and Engineering Plan Review.

Brea's Planning Division currently charges for application processing and entitlement review services via a mixture of "flat" fees and "deposit based" fees. Flat fees charge one finite amount per project. Deposit based fees require an initial deposit of funds to begin processing of an application, time is tracked and billed to the project by City staff against the deposit amount, and additional funds are either requested from the applicant as needed, or refunds are provided to the applicant upon completion of the project.

The City evaluated each fee item on the Planning Division's current list of fees as to whether it should be charged as a flat fee or a deposit based fee. The City re-grouped and re-ordered many of the fees for better organization, and deleted several fee items.

While this section of the User Fee Study Report focuses on the Planning Division's costs and fees, the Public Works Division and Building Division also participate in the review of Planning's applications. As such, the Engineering and Building cost of providing review services on the Planning Division's planning applications has been considered in the total cost calculation for each Planning fee shown in the appendix.

## Cost Recovery Evaluation

The following is a summary of the City's current Planning hourly rates for development as compared to the fully burdened hourly rates calculated by NBS:

Description	Current Hourly Rate	Full Cost Recovery Hourly Rates	Current Hourly Surplus/ Deficit	Current Hourly Rate Recovery Percentage	Recommended Hourly Rate Policy	Recommended Hourly Rate Recovery Percentage
<b><u>Planning</u></b>						
Management	\$126	\$201	(\$75)	63%	\$201	100%
Plan Check - Only	\$94	\$136	(\$42)	69%	\$136	100%
Department Rate	\$94	\$178	(\$84)	53%	\$178	100%

Referenced in the table below, the City's Planning fees currently recover approximately 69% of the Planning Division's cost of providing services. As shown in the table above, the City collects approximately \$60,000 per year in revenues at current fee amounts. At full cost recovery, the same demand for these services would generate approximately \$87,000.

Department/ Division	Annual Estimated Revenues For FY 17-18 <sup>[1]</sup>	Annual Estimated Revenues at Full Cost Recovery Hourly Rates <sup>[2]</sup>	Current Annual Cost Recovery Surplus/ Deficit	Current Cost Recovery Percentage For Hourly Rates	Annual Estimated Revenues at Recommended Cost Recovery Hourly Rates	Recommended Hourly Rate Cost Recovery Percentage
Planning	\$60,000	\$87,435	(\$27,435)	69%	\$87,435	100%

[1] Fiscal 2018 Annual Revenue Estimate provided by City of Brea based on expected revenue.

[2] Projected revenue from full cost recovery are based on the weighted average of the hourly rate produced in this study.

Appendix A.1 presents the results of the detailed cost recovery analysis for the City's Planning fees. The "Cost of Service per Activity" column establishes the average cost of the activity. For deposit-based activities, this amount is used for the purpose setting the initial deposit for the corresponding service identified in the "Fee Description" list. For flat fees, this amount establishes the maximum adoptable fee amount for the corresponding service.

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below that full cost. The "Recommended Fee / Deposit Level" column in Appendix A.1 displays the City staff's initially recommended flat fee or deposit amounts. Staff recommends most fees to recover 100% of the costs of providing services. Recommendations for less than full cost recovery fee amounts include the following fee items:

- Screen Checks
- Temporary Signs and Banners

These initial recommendations for adjusted fully burdened hourly rates that will be applied to deposit based fee applications as well as the calculation of flat fee amounts would increase the Planning Division's costs recovered by approximately \$87,000.

The cost recovery evaluation described above assumes that the full deposit amount for each entitlement, on average, is required to complete the project. In instances where the full deposit amount is not required, the balance of the deposit should be refunded. In some instances, additional funds are requested for completion of City review and approval. The analysis completed by NBS focuses on calibrating deposit amounts to reflect the average level of effort required for each fee item.

## Section 3 – Building Division Fees

The Building Division is committed to protecting the lives and safety of the residents and visitors of Brea, preserving the city's quality of life, and contributing to the city's economic development. The Building Division is also responsible for citywide life and safety code enforcement. This is accomplished through the implementation of the building, plumbing, mechanical, electrical, and energy codes, as well as code enforcement regulation of local and state laws for all buildings in the City of Brea.

The Division provides plan review and field inspections of buildings to ensure a safe, accessible and energy efficient environment throughout our community. The Division regulates local and state laws related to building construction, maintenance, use, repair, and rehabilitation.

The Division also manages the city's permit system, which coordinates and streamlines the construction permit process. Applications for construction projects are submitted to the Building Division where the review process is coordinated among several departments. This provides the customer with a comprehensive single point of contact throughout the entire review and permit process.

### Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. The following categorizes the Building Division's annual costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Expenditure Type	Public Counter Duty / General Information (non-project related)	Code Enforcement	General Plan Maintenance	Direct Services - Intake and Processing	Direct Services - MGMT	Direct Services - Inspection	Direct Services - PC	MGMT/PC Blended Rate
Labor	\$ 96,488	\$ 49,735	\$ 16,277	\$ 70,703	\$ 23,482	\$ 210,700	\$ 67,821	
Recurring Non-Labor	17,518	9,446	3,091	19,451	1,717	240,018	62,881	
Department and City-wide Overhead	28,012	15,105	4,943	31,102	2,746	63,990	20,597	
Allocated Common Activities	82,921	43,374	14,195	70,798	16,317	140,307	88,339	
Division Total	\$ 224,940	\$ 117,660	\$ 38,507	\$ 192,054	\$ 44,262	\$ 655,015	\$ 239,639	
Eligible Cost Recovery from Fees for Service	0%	0%	0%	100%	100%	100%	100%	
Amount Eligible for Consideration in Billings/Fees	\$ -	\$ -	\$ -	\$ 192,054	\$ 44,262	\$ 655,015	\$ 239,639	
Division Totals:								
Amount Targeted for Recovery in Billings/Fees	\$ -	\$ -	\$ -	\$ 192,054	\$ 44,262	\$ 655,015	\$ 239,639	
Amount Requiring Another Funding Source	224,940	117,660	38,507	-	-	-	-	
Cost per Direct Hour Recoverable from Fees for Service				\$ 97	\$ 253	\$ 161	\$ 183	\$ 191
Reference: Direct Hours				1,980	175	4,073	1,311	

Section 1, the Cost of Service Analysis, of this report describes the types of costs considered in the development of these rates. The Cost per Direct Hour Recoverable from Fees for Service for Direct Services – Intake and Processing, Direct Service MGMT, Direct Services - Inspection, Direct Service PC, and the MGMT/PC Blended Rate establishes the maximum hourly rate able to be charged to the City's Development Services (DS) account for each activity. All subsequent cost of service calculations at the

individual fee level would assume a fully burdened hourly rate of **\$97** for intake and processing, **\$253** for management review, **\$161** for inspection, and a plan check rate of **\$183**. The blended fully-burdened rate for Management/Plan Check is **\$191** per hour.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Public Counter/ General Information (non-project related)** – Activities associated with responding to phone calls and supporting both active permits and the development review process in general. Typically, some portion of costs for provision of general public information and assistance do not apply toward recovery from fees. At this time, City staff estimates 100% of the costs of providing public information services requires funding from sources other than fees.
- **Code Enforcement** – Work activities in response to a complaint received by the Building Division related to violation of a prior condition of approval, City Ordinance or State law. Includes complaint investigation, follow up, and any associated abatement or enforcement actions. A portion of these costs may be recoverable in Building user and regulatory fees for service. The remaining costs identified require an alternate funding source other than user fees, such as the collection of fine and penalty revenue.
- **General Plan Maintenance** – The Building staff support the ongoing maintenance and cyclical update of the City’s General Plan (GP) and local zoning ordinances. These costs do not apply directly toward recovery from planning and zoning review fees, however, they are considered eligible as part of a calculation for the General Plan Maintenance Surcharge.
- **Direct Services - Intake and Processing**— Work activities associated with the intake and processing of a Building permit application. 100% of these costs are recoverable in Building user and regulatory fees for service.
- **Direct Services – MGMT** – Management staff work activities associated with an active Building application. 100% of these costs are recoverable in Building user and regulatory fees for service.
- **Direct Services - Inspection** – Building inspection activities associated with an active building permit application. 100% of these costs are recoverable in Building user and regulatory fees for service.
- **Direct Services – PC** – Building plan check activities associated with an active building permit application. 100% of these costs are recoverable in Building user and regulatory fees for service.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State



Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

Appendix A.2 present the results of the detailed cost recovery analysis for fee recoverable services for the Building Division. The “Cost of Service per Activity Column” establishes the maximum at which a fee should be charged for the corresponding service identified in the “Fee Description” list. NBS worked extensively with Department staff to gather estimates of time required to perform each service identified in the Appendix.

The consultant in charge of the analytical outcomes of this Study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City staff – have considered appropriate cost recovery or deposit levels at or below that full cost. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

## Cost Recovery Evaluation

The following is a summary of the City’s current Building hourly rates for development as compared to the fully-burdened hourly rates:

Description	Current Hourly Rate	Full Cost Recovery Hourly Rates	Current Hourly Surplus/ Deficit	Current Hourly Rate Recovery Percentage	Recommended Hourly Rate Policy	Recommended Hourly Rate Recovery Percentage
<b><u>Building</u></b>						
Management	\$126	\$253	(\$127)	50%	\$253	100%
Plan Check	\$94	\$183	(\$89)	51%	\$183	100%
Inspection	\$88	\$161	(\$73)	55%	\$161	100%

Referenced in the table below, the City’s Building hourly rate (based on a weighted average) currently recovers approximately 54% of the Building Division’s cost of providing services. As shown in the following table, the City estimated to collect approximately \$491,000 in revenues for Fiscal Year 2017-18 at current hourly rates. At full cost recovery, the same demand for these services would generate approximately \$914,000.

Fee Category	Annual Estimated Revenues for FY 17-18 <sup>1</sup>	Annual Estimated Revenues at Full Cost Recovery Hourly Rates <sup>2</sup>	Current Annual Cost Recovery Suprlus/Deficit	Current Cost Recovery Percentage For Hourly Rates	Annual Estimated Revenues at Recommended Cost Recovery Hourly Rates	Recommended Cost Recovery Percentage
Building	\$491,000	\$913,844	(\$422,844)	54%	\$913,844	100%

[1] Fiscal 2018 Annual Revenue Estimate provided by City of Brea based on expected revenue.

[2] Projected revenue from full cost recovery are based on the weighted average of the hourly rate produced in this study.

Appendix A.2 presents the results of the detailed cost recovery analysis for the City's Building fees. The "Cost of Service per Activity" column establishes the average cost of the activity. For deposit-based activities, this amount is used for the purpose setting the initial deposit for the corresponding service identified in the "Fee Description" list. For flat fees, this amount establishes the maximum adoptable fee amount for the corresponding service.

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below that full cost. The "Recommended Fee / Deposit Level" column in Appendix A.2 displays the City staff's initially recommended flat fee or deposit amounts. Staff recommends fees to recover 100% of the costs of providing services.

## Section 4 – Fire Department– Fire Prevention Fees

The scope of this Study for the Fire Department focused on fire prevention services provided by the Fire Prevention and Education Division. This Department has a staff of five professionals who perform plan review, fire inspections, fire investigations, and public education coordination.

### Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. The following categorizes the Fire Prevention’s annual costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

Expenditure Type	Direct Activities - Suppression	Direct Activities - Prevention	Direct Activities - Intake and Processing	Public Out Reach/ Education
Labor	5,223,217	\$ 3,166,593	\$ 59,631	\$ 513,746
Recurring Non-Labor	1,615,504	1,218,531	5,800	191,082
Department and Town-wide Overhead	726,416	394,633	10,217	147,994
Allocated Common Activities	179,693	113,532	1,797	20,257
Division Total	7,744,830	\$ 4,893,289	\$ 77,445	\$ 873,079
Eligible Cost Recovery from Fees for Service	100%	100%	100%	0%
Amount Eligible for Consideration in Billings/Fees	7,744,830	\$ 4,893,289	\$ 77,445	\$ -
<b>Division Totals:</b>				
Amount Targeted for Recovery in Billings/Fees	7,744,830	\$ 4,893,289	\$ 77,445	\$ -
Amount Requiring Another Funding Source	-	-	-	873,079
<b>Cost per Direct Hour Recoverable from Fees for Service</b>	<b>117</b>	<b>\$ 128</b>	<b>\$ 59</b>	
Reference: Direct Hours [2]	66,070	38,243	1,311	

Section 1, the Cost of Service Analysis section, of this report describes the types of costs considered in the development of these rates. The Cost per Direct Hour Recoverable from fees for service for Direct Activities – Suppression, Direct Activities –Prevention, Direct Activities –Intake and Processing, and Public Outreach/ Education establishes the maximum hourly rate able to be charged to the City’s Development Services (DS) account for each activity. All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of: **\$117** for Suppression services, and **\$128** for Prevention services, plus a **\$59** Intake and Processing rate.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Direct Activities – Suppression** – Fire Suppression Division responds to fires, the release of hazardous materials provides rescues, medical aid and assists the public. The division also performs Fire Prevention Code Enforcement (including Business Emergency Plans), issuing Uniform Fire Code permits, life safety planning, fire protection, and public safety education. 100% of the costs of providing suppression services requires funding from sources other than the fees studied by NBS.
- **Direct Activities - Prevention** – Inspection and permitting services comprise the majority of this Division’s work efforts. 100% of these costs apply toward recovery from Fire Prevention fees for service.
- **Direct Activities – Intake and Processing** – Fire receives and process fire related permit applications, special events and Temporary Use Permits. The intake and processing rate covers the time and cost needed to process fee related activities regarding the items previously mentioned. 100% of these costs apply toward recovery from Fire Prevention fees for service.
- **Public Out Reach/ Education** – Staff from the Prevention Division participate in a variety of regulatory programs and services that do not apply toward recovery from fee revenues. These services are funded through a variety of sources, including the General Fund, penalties, hourly billings, or enterprise fund revenues.

Significant analytical and policy decisions revolve around inclusion of categorized activity costs in the fully burdened hourly rate. The decision of whether to apply or exclude certain costs toward recovery in fees for service stems from the basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

## Fee Establishment

The Fire Prevention Division’s fee program is generally comprised of two types of regulatory activities:

1. Permits that are required by the Fire Code for one-time events or annual activities, and inspections of existing businesses which are either mandated by the State, or required by the City’s ordinances and policies:
  - Hazardous occupancy permits
  - Non-mandated and required inspections
  - Certified Unified Participating Agency fees (CUPA)
  - Multi-dwelling fire and life safety inspection

## 2. Development review services:

- Support to Planning entitlement review
- Support to Engineering plan review
- Support to Building plan review and field inspection
- Fire sprinkler and suppression systems plan review and inspection

NBS assisted the Division in restructuring the City's existing fees in the area of development review to closely match that of Building. NBS included Fire support costs to Planning applications with the Planning fee services. The detail is captured in the Fire cost analysis section in Appendix A.3.

### Cost Recovery Evaluation

The following is a summary of the City's current Fire hourly rates for development as compared to the fully burdened hourly rates:

Description	Current Hourly Rate	Full Cost Recovery Hourly Rates	Current Hourly Surplus/ Deficit	Current Hourly Rate Recovery Percentage	Recommended Hourly Rate Policy	Recommended Hourly Rate Recovery Percentage
<b><u>Fire Prevention</u></b>						
Plan Check	\$94	\$128	(\$34)	73%	\$128	100%
Inspection	\$88	\$128	(\$40)	69%	\$128	100%

Referenced in the table below, the City's Fire hourly rate (based on a weighted average) currently recovers approximately 71% the Fire Prevention Division's costs of providing services. As shown in the following table, the City estimated to collect approximately \$100,000 in revenues for Fiscal Year 2017-18 at current hourly rates. At full cost recovery, the same demand for these services would generate approximately \$140,000.

Department/ Division	Annual Estimated Revenues For FY 17-18 <sup>[1]</sup>	Annual Estimated Revenues at Full Cost Recovery Hourly Rates <sup>[2]</sup>	Current Annual Cost Recovery Surplus/ Deficit	Current Cost Recovery Percentage For Hourly Rates	Annual Estimated Revenues at Recommended Cost Recovery Hourly Rates	Recommended Hourly Rate Cost Recovery Percentage
Fire	\$99,750	\$140,308	(\$40,558)	71%	\$140,308	100%

[1] Fiscal 2018 Annual Revenue Estimate provided by City of Brea based on expected revenue.

[2] Projected revenue from full cost recovery are based on the weighted average of the hourly rate produced in this study.

Appendix A.3 presents the results of the detailed cost recovery analysis for the City's Fire Prevention fees. The "Cost of Service per Activity" column establishes the average cost of the activity. For deposit-based activities, this amount is used for the purpose setting the initial deposit for the corresponding service identified in the "Fee Description" list. For flat fees, this amount establishes the maximum adoptable fee amount for the corresponding service.

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City departments, considered appropriate cost recovery levels at or below that full cost. The “Recommended Fee” column in appendices A.3 display the City staff’s initially recommended fee amounts. These initial recommendations for adjusted fee amounts recover approximately an additional \$41,000 in costs annually.

## Section 5 – Public Works Fees

The Public Works Division's goal is to provide a wide range of maintenance and repair services to the community while providing excellent customer service. The department consists of seven divisions: Administrative—overall operation of the department, administering and overseeing the city's seven maintenance districts. Building Maintenance—maintenance of city buildings and facilities including the Civic and Cultural Center, fire stations, the Community Center, and all other public buildings. Engineering—prepares plans and specifications, solicits bids and monitors construction work for City infrastructure. Equipment Maintenance—performs maintenance and repairs on all city vehicles and equipment. Parks and Landscape—maintains the city's parks, medians, publicly owned trees, and other landscaped areas such as city facility landscaping. Street—maintains the city's streets, roadway signs, sidewalks, traffic signals, streetlights, storm drains, and sewer system. Water—maintains the city's water acquisition, distribution system, and quality control.

### Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. The Public Works Division charges fees for services such as review of final maps, encroachment permits, civil plan review, and support for the review and implementation of fee for service activities in the City's Public Works Division. The following categorizes the Public Works Division's annual costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the full cost of providing fee related services.

**Figure 1 of 2:**

<u>Expenditure Type</u>	Direct Fee Related Activities - MGMT	Direct Fee Related Activities - Inspection	Direct Fee Related Activities - Plan Check	Direct Fee Related Activities - Intake and Processing	Streets & Sanitation
Labor	\$ 11,101	\$ 27,513	\$ 103,282	\$ 13,729	\$ 526,318
Recurring Non-Labor	1,102	24,330	93,549	1,362	52,227
Department and Town-wide Overhead	1,255	3,110	11,675	1,552	59,493
Allocated Common Activities	3,403	13,896	52,724	4,209	161,340
Division Total	16,860	\$ 68,849	\$ 261,230	\$ 20,852	\$ 799,377
Eligible Cost Recovery from Fees for Service	100%	100%	100%	100%	0%
Amount Eligible for Consideration in Billings/Fees	16,860	\$ 68,849	\$ 261,230	\$ 20,852	\$ -
<b>Division Totals:</b>					
Amount Targeted for Recovery in Billings/Fees	\$ 16,860	\$ 68,849	\$ 261,230	\$ 20,852	\$ -
Amount Requiring Another Funding Source	-	-	-	-	799,377
<b>Cost per Direct Hour Recoverable from Fees for Service</b>	<b>\$ 175</b>	<b>\$ 171</b>	<b>\$ 174</b>	<b>\$ 48</b>	
Reference: Direct Hours [6]	96	402	1,502	437	

Figure 2 of 2:

<u>Expenditure Type</u>	Water	Bldg & Equip. Maint.	CIP	Other Dept. Activ.	Blended Mgmt./ PC Rate
Labor	\$ 416,524	\$ 19,428	\$ 168,497	\$ 966,314	
Recurring Non-Labor	41,332	1,928	52,420	100,888	
Department and Town-wide Overhead	47,082	2,196	19,046	109,228	
Allocated Common Activities	127,683	5,956	60,679	297,482	
Division Total	\$ 632,621	\$ 29,508	\$ 300,642	\$ 1,473,912	
Eligible Cost Recovery from Fees for Service	0%	0%	0%	0%	
Amount Eligible for Consideration in Billings/Fees	\$ -	\$ -	\$ -	\$ -	
Division Totals:					
Amount Targeted for Recovery in Billings/Fees	\$ -	\$ -	\$ -	\$ -	
Amount Requiring Another Funding Source	632,621	29,508	300,642	1,473,912	
Cost per Direct Hour Recoverable from Fees for Service					\$ 174
	Reference: Direct Hours [6]				

Section 1, Cost of Service Analysis, of this report describes the types of costs considered in the development of these rates. The Cost per Direct Hour Recoverable from fees for Direct Fee Related Activities – MGMT, Direct Fee Related Activities – Inspection, Direct Fee Related Activities – Plan Check, Direct Fee Related Activities – Intake and Processing, Streets & Sanitation, Water, Building & Equip.Maint., CIP, Other Dept. Activities, Blended Mgmt./ PC Rate establishes the maximum hourly rate able to be charged to the City’s Development Services (DS) account for each activity. All subsequent fee calculations will incorporate the blended fully burdened hourly rate of **\$48** for Intake and Processing, **\$174** for Plan Check, **\$171** for Inspection, **\$175** for Management Activities, and a fully burdened departmental rate of **\$174** per hour for Public Works services.

The cost category columns shown in the table above were adapted and summarized from Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully burdened hourly rate, the following provides summary descriptions of each cost category:

- **Direct Fee Related Activities - MGMT** – Public Works Management staff work activities associated with an active Public Works application. 100% of these costs are recoverable in Public Works user and regulatory fees for service.
- **Direct Fee Related Activities - Inspection** – Public Works inspection activities associated with an active building permit application. 100% of these costs are recoverable in Public Works user and regulatory fees for service.
- **Direct Fee Related Activities -Plan Check** – Public Works plan check activities associated with an active building permit application. 100% of these costs are recoverable in Public Works user and regulatory fees for service.



- **Direct Fee Related Activities - Intake and Processing** – Public Works activities associated with the intake and processing of a Public Works permit application. 100% of these costs are recoverable in Public Works user and regulatory fees for service.
- **Streets & Sanitation** - The Public Works Division staff monitor and maintain the City's streets, sanitation, and storm drain systems. The activities associated with this work are captured in this area of the fee model. The costs identified require an alternate funding source other than the fees studied by NBS.
- **Water** – The Public Works Division staff monitor and maintain the City's storm water systems. The activities associated with this work are captured in this area of the fee model. The costs identified require an alternate funding source.
- **Bldg. & Equip. Maint.** - The Public Works Division staff monitor and maintain the City owned buildings and equipment. The activities associated with this work are captured in this area of the fee model. The costs identified require an alternate funding source other than the fees studied by NBS.
- **CIP** - The Public Works Division staff monitor and maintain the City's Capital Improvement Program, which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan. The costs identified require an alternate funding source other than the fees studied by NBS.
- **Other Dept. Activities** - The Public Works staff participate and support in other departmental activities that are inherent to the management of the Public Works' Division administration. The costs identified require an alternate funding source other than the fees studied by NBS.

## Fee Establishment

The Public Works Division made some of the most significant changes to their fee structure as compared to the other City departments studied. Notable changes include adjustments to the fee structure for Non- Development related permit and inspection fees. City staff created tiers in the fee structure to accommodate smaller projects. For Utility Companies Plan Check and Construction inspection, the Engineering Division classified various types of routine requests for these services into Minor and Moderate flat fee categories, versus Major projects, which require a deposit.

## Cost Recovery Evaluation

The following is a summary of the City's current Public Works hourly rates for development as compared to the fully burdened hourly rates:

Description		Current Hourly Rate	Full Cost Recovery Hourly Rates	Current Hourly Surplus/ Deficit	Current Hourly Rate Recovery Percentage	Recommended Hourly Rate Policy	Recommended Hourly Rate Recovery Percentage
<b><u>Engineering</u></b>							
	Management	\$126	\$175	(\$49)	72%	\$175	100%
	Plan Check	\$94	\$174	(\$80)	54%	\$174	100%
	Inspection	\$88	\$171	(\$83)	51%	\$171	100%

Referenced in the table below, the City's Public Works hourly rate (based on a weighted average) currently recovers approximately 53% of the Public Works Division's cost of providing services. As shown in the following table, the City estimated to collect approximately \$200,000 in revenues for Fiscal Year 2017-18 at current hourly rates. At full cost recovery, the same demand for these services would generate approximately \$378,000.

Fee Category	Annual Estimated Revenues for FY 17-18 <sup>1</sup>	Annual Estimated Revenues at Full Cost Recovery Hourly Rates <sup>2</sup>	Current Annual Cost Recovery Supplus/Deficit	Current Cost Recovery Percentage For Hourly Rates	Annual Estimated Revenues at Recommended Cost Recovery Hourly Rates	Recommended Cost Recovery Percentage
Public Works	\$200,000	\$377,625	(\$177,625)	53%	\$377,625	100%

[1] Fiscal 2018 Annual Revenue Estimate provided by City of Brea based on expected revenue.

[2] Projected revenue from full cost recovery are based on the weighted average of the hourly rate produced in this study.

Appendix A.4 presents the results of the detailed cost recovery analysis for the City's Public Works fees. The "Cost of Service per Activity" column establishes the average cost of the activity. For deposit-based activities, this amount is used for the purpose setting the initial deposit for the corresponding service identified in the "Fee Description" list. For flat fees, this amount establishes the maximum adoptable fee amount for the corresponding service.

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population, the City division, considered appropriate cost recovery levels at or below that full cost. The "Recommended Fee/ Deposit Level" column in Appendix A.4 displays the City staff's initially recommended fee amounts. Staff recommends fees to recover 100% of the costs of providing services.

These initial recommendations for adjusted fee amounts would increase cost recovery for this Department by approximately \$178,000 annually. Fees at recommended amounts would recover 100% of the total costs of providing fee related services.

## Section 6 – Conclusion

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As discussed throughout this report, the proposed fee schedule includes fee increases intended to greatly improve the City's recovery of costs incurred to provide individual services, as well as to adjust fees downward where fees charge exceed the average costs incurred.

Predicting the amount to which any adopted fee increases will affect Department revenues is difficult to quantify. For the near-term, the City should not count on increased revenues to meet any specific expenditure plan. Experience with these fee increases should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the City, proposed fee amendments should – over time – enhance the City's revenue capabilities, providing it the ability to stretch other resources further for the benefit of the public at large.

The City's Fee Schedule should become a living document. The City should consider adjusting these user fees and regulatory fees on an annual basis to keep pace at least with cost inflation. For all fees and charges, the City could use either a Consumer Price Index adjustment or a percentage of Labor Cost increase, and that practice would be well applied to the new fee schedule. Conducting a comprehensive user fee Study is not an annual requirement; it becomes worthwhile only over time as significant shifts in organization, local practices, legislative values, or legal requirements change. In NBS' experience, a comprehensive analysis such as this should be performed every three to five years. It should be noted that when an automatic adjustment is applied annually, the City is free to use its discretion in applying the adjustment; not all fees need to be adjusted, especially when there are good policy reasons for an alternate course. The full cost of service is the City's only limit in setting its fees.

As a final note in this Study, it is worth acknowledging the path that fees in general have taken in California. The public demands ever more precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are imposed. It is inevitable in the not too distant future, that user fees and regulatory fees will demand an even greater level of analysis and supporting data to meet the public's evolving expectations. Technology systems will play an increased and significant role in an agency's ability to accomplish this. Continuous improvement and refinement of time tracking abilities will greatly enhance the City's ability to set fees for service and identify unfunded activities in years to come.

In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the City's budgets, time estimate data, and workload information from City staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions.

While we believe NBS's use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.

## ***APPENDIX A.1***

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### ***Cost of Service Analysis – Planning***

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
1	Plan Review Application Submittal - Deposit								
		Planning MGMT	2.00	\$ 201	\$ 402				
		Planning PC/Permit	13.00	136	1,765				
	<b>Subtotal</b>		15.00		\$ 2,167	2,000	92%	2,000	92%
2	Screen Check								
2.1	1st - Flat								
		Planning	4.00	\$ 178	\$ 712				
		Building MGMT and PC/ Permit	1.00	191	191				
		Fire	1.00	128	128				
		Public Works	1.00	174	174				
	<b>Subtotal</b>		7.00		\$ 1,205	-	0%	-	0%
2.2	2nd - Deposit								
		Planning	4.00	\$ 178	\$ 712				
		Building MGMT and PC/ Permit	1.00	191	191				
		Fire	1.00	128	128				
	<b>Subtotal</b>		6.00		\$ 1,031	-	0%	1,000	97%
2.3	3rd- Deposit								
		Planning	4.00	\$ 178	\$ 712				
		Building MGMT and PC/ Permit	1.00	191	191				
		Fire	1.00	128	128				
	<b>Subtotal</b>		6.00		\$ 1,031	-	0%	1,000	97%
3	CUPS								
3.1	Minor - (Alcohol, Vehicle Sale, and others as determined by City Planner) - Deposit								
		Planning MGMT	10.00	\$ 201	\$ 2,011				
		Planning PC/Permit	45.00	136	6,110				
		Building MGMT and PC/ Permit	0.50	191	96				
		Fire	0.50	128	64				
		Public Works	1.00	174	174				
	<b>Subtotal</b>		57.00		\$ 8,455	2,000	24%	5,000	59%
3.2	Major - (All other CUPS not covered under minor) - Deposit								
		Planning MGMT	20.00	\$ 201	\$ 4,023				
		Planning PC/Permit	85.00	136	11,540				
		Building MGMT and PC/ Permit	2.00	191	382				
		Fire	2.00	128	256				
		Public Works	11.00	174	1,914				
	<b>Subtotal</b>		120.00		\$ 18,115	2,000	11%	15,000	83%
4	Certificate of Compatibility - Deposit								
		Planning MGMT	2.00	\$ 201	\$ 402				
		Planning PC/Permit	53.00	136	7,196				
		Building MGMT and PC/ Permit	0.25	191	48				
		Public Works	10.00	174	1,740				
	<b>Subtotal</b>		65.25		\$ 9,386	1,000	11%	5,000	53%
5	Development Agreements - Deposit								
		Planning MGMT	50.00	\$ 201	\$ 10,057				
		Planning PC/Permit	150.00	136	20,365				
		Building MGMT and PC/ Permit	2.00	191	382				
		Public Works	11.00	174	1,914				
	<b>Subtotal</b>		213.00		\$ 32,719	5,000	15%	30,000	92%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
6	<b>Environmental Clearances - Deposit</b> City Project Admin Fee - Exemptions		4.00	\$ 178	712	New	%	700	98%
7	City Project Admin Fee - All Other <i>Plus Actual Cost of Consultant</i>		100.00	\$ 178	17,791	-	0%	15,000	84%
8	General Plan Amendment - Deposit								
	Planning MGMT		50.00	\$ 201	\$ 10,057				
	Planning PC/Permit		150.00	136	20,365				
	Public Works		78.00	175	13,679				
	<b>Subtotal</b>		278.00		\$ 44,102	2,000	5%	40,000	91%
9	<b>Precise Development - Deposit</b>								
9.1	Stand Alone Precise Development								
	Planning MGMT		10.00	\$ 201	\$ 2,011				
	Planning PC/Permit		45.00	136	6,110				
	Building MGMT and PC/ Permit		2.00	191	382				
	Fire		2.00	128	256				
	Public Works		43.00	174	7,481				
	<b>Subtotal</b>		102.00		\$ 16,240	2,000	12%	15,000	92%
9.2	Precise Development in conjunction with any other permit (up to 2) - Deposit.								
	Planning MGMT		20.00	\$ 201	\$ 4,023				
	Planning PC/Permit		85.00	136	11,540				
	Public Works		44.00	174	7,655				
	<b>Subtotal</b>		149.00		\$ 23,219	-	0%	20,000	86%
9.3	Each Additional Entitlement after 2		40.00	\$ 178	7,116	-	0%	5,000	70%
10	Research Account - Deposit		4.00	\$ 178	712	2,000	281%	500	70%
11	<b>Specific Plan - Deposit</b>								
11.1	City Project Admin Fee								
	Planning MGMT		20.00	\$ 201	\$ 4,023				
	Planning PC/Permit		80.00	136	10,862				
	<b>Subtotal</b>		100.00		\$ 14,885	-	0%	10,000	67%
	Plus Actual Cost of Consultant						%	-	%
12	Zone Change - Deposit								
	Public Works		200.00	\$ 178	35,582				
			15.00	174	2,610				
	<b>Subtotal</b>		215.00		\$ 38,191	-	0%	30,000	79%
13	<b>Variance - Deposit</b>								
13.1	Minor Variance: less than 10% of change								
	Planning MGMT		10.00	\$ 201	\$ 2,011				
	Planning PC/Permit		20.00	136	2,715				
	<b>Subtotal</b>		30.00		\$ 4,727	2,000	42%	4,000	85%
13.2	Minor Variance: 10%- 30% of change								
	Planning MGMT		10.00	\$ 201	\$ 2,011				
	Planning PC/Permit		45.00	136	6,110				
	<b>Subtotal</b>		55.00		\$ 8,121	New	%	5,000	62%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
13.3	Major Variance: over 30% of change								
	Planning MGMT		15.00	\$ 201	\$ 3,017				
	Planning PC/Permit		90.00	136	12,219				
	<b>Subtotal</b>		105.00	\$ 337	\$ 15,237	New	%	15,000	98%
13.4	Administrative Remedy (minor variance) - Deposit								
	Planning MGMT		2.00	\$ 201	\$ 402				
	Planning PC/Permit		18.00	136	2,444				
	<b>Subtotal</b>		20.00	\$ 337	\$ 2,846	-	0%	2,500	88%
14	<b>Tentative Tract and Parcel Maps:</b>								
14.1	Parcel Map (4 lots or less) - Deposit								
	Planning MGMT		5.00	\$ 201	\$ 1,006				
	Planning PC/Permit		100.00	136	13,577				
	Building MGMT and PC/ Permit		2.00	191	382				
	Fire		2.00	128	256				
	Public Works		33.00	174	5,741				
	<b>Subtotal</b>		142.00		\$ 20,962	2,000	10%	20,000	95%
14.2	Tentative Tract Map - Deposit								
	Planning MGMT		10.00	\$ 201	\$ 2,011				
	Planning PC/Permit		95.00	136	12,898				
	Building MGMT and PC/ Permit		2.00	191	382				
	Fire		2.00	128	256				
	Public Works		33.00	174	5,741				
	<b>Subtotal</b>		142.00		\$ 21,289	2,000	9%	20,000	94%
15	Entertainment Permit - Deposit								
	Planning MGMT		1.00	\$ 201	\$ 201				
	Planning PC/Permit		29.00	136	3,937				
	Building MGMT and PC/ Permit		1.00	191	191				
	Fire		1.00	128	128				
	Public Works		1.00	174	174				
	<b>Subtotal</b>		33.00		\$ 4,631	500	11%	2,500	54%
16	Historic Preservation - Deposit								
	Planning MGMT		1.00	\$ 201	\$ 201				
	Planning PC/Permit		54.00	136	7,332				
	<b>Subtotal</b>		55.00		\$ 7,533	250	3%	2,000	27%
17	Mills Act Contract - Deposit								
	Planning MGMT		3.00	\$ 201	\$ 603				
	Planning PC/Permit		102.00	136	13,849				
	<b>Subtotal</b>		105.00		\$ 14,452	250	2%	10,000	69%
18	<b>Signs and Banners - Flat</b>								
18.1	Temporary signs/banners		0.50	\$ 178	89	50	56%	75	84%
18.2	Temporary signs in the Right of Way		6.00	\$ 178	1,067	100			
	Public Works		2.00	174	348	100			
	<b>Subtotal</b>		8.50		\$ 1,504	250	17%	1,000	66%
19	Temporary Trailers - Deposit								
	Planning MGMT		2.00	\$ 201	\$ 402				
	Planning PC/Permit		53.00	136	7,196				
	Building MGMT and PC/ Permit		1.00	191	191				
	Public Works		1.00	174	174				
	<b>Subtotal</b>		57.00		\$ 7,963	500	6%	7,500	94%



Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
20	Temporary Use Permit - Deposit								
20.1	Minor								
	Planning		5.00	\$ 178	890				
	Building		1.00	183	183				
	Fire		1.00	128	128				
	Public Works		1.00	174	174				
	<b>Subtotal</b>		8.00		\$ 1,374	75	5%	1,000	73%
20.2	Major								
	Planning		5.00	\$ 178	890				
	Building		2.00	183	366				
	Fire		2.00	128	256				
	Public Works		2.00	174	348				
	<b>Subtotal</b>		11.00		\$ 1,859	450	24%	1,500	81%
	<i>Plus Damages Deposit</i>								
21	Film Permit (Police & Fire) - Deposit								
21.1	Base Fee								
	Planning		55.00	\$ 178	9,785				
	Building		1.00	183	183				
	Fire		1.00	128	128				
	Public Works		1.00	174	174				
	<b>Subtotal</b>		58.00		\$ 10,270	500	5%	5,000	49%
22	Certificate of zone status or zone interpretation - Deposit								
	Planning MGMT		2.00	\$ 201	\$ 402				
	Planning PC/Permit		13.00	136	1,765				
	<b>Subtotal</b>		15.00		\$ 2,167	-	0%	2,000	92%
	<i>Plus Actual City Attorney Costs</i>								
23	Annexation Request								
	Planning MGMT		50.00	\$ 201	\$ 10,057				
	Planning PC/Permit		150.00	136	20,365				
	<b>Subtotal</b>		200.00		\$ 30,423	2,000	7%	30,000	99%
24	Zoning Code Amendment - Deposit		200.00	\$ 178	35,582	2,000	6%	35,000	98%
25	Additional/Single Site Visit Fee - Per Hour		1.00	\$ 136	136	New	%	136	100%
26	Additional/Single Plan Check Fee - Per Hour		1.00	\$ 136	136	New	%	136	100%
27	Other Related Permit Fees (per hour)		1.00	\$ 178	178	New	%	178	100%
28	Inspections for which no fee is specifically indicated		1.00	\$ 178	178	88	%	161	90%
29	Additional Plan Check per check (per hour, 1 - hour minimum)		1.00	\$ 178	178	-	%	136	76%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
30	STAFF TIME (hourly)								
	Consultant					cost plus 29% overhead			
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.								

[Notes]

- [1] Sourced from: *Master\_fee\_schedule\_effective\_july\_1\_2014.PDF*
- [2] Sourced from: *Building Permit Revenue Analysis FYE15*
- [3] Not analyzed by NBS
- [4] Time, current fee, volume, sourced from: *Copy of Brea\_Plan\_TimeEstimatesVol\_toclient\_051716 (002).xlsx*
- [5] Building time estimates provided by the city, sourced from: *Brea Fee Study - Cross Departmental Support Activity*

## ***APPENDIX A.2***

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### ***Cost of Service Analysis – Building***

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
1	NEW CONSTRUCTION, ADDITIONS, AND MAJOR REMODELS															
	Industrial Uses - Structural T.I. (All newly constructed or added space for industrial occupancies classified as CBC Group A, H, E, I) - Deposit															
1.1	Square Footage: 0 - 10,000 sq. ft.															
	Building		0.00	3.00	1.00	17.25	3.00	24.25	\$ 97	\$ 191	\$ 161	4,021				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	11.50	1.00	17.25	3.00	32.75				5,112	\$ 2,200	43%	\$ 5,000	98%
1.2	10,001 - 30,000 sq. ft.															
	Building		0.00	5.00	1.25	24.75	5.50	36.50	\$ 97	\$ 191	\$ 161	6,059				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	13.50	1.25	24.75	5.50	45.00				7,151	\$ 6,000	84%	\$ 7,000	98%
1.3	30,001 - 60,000 sq. ft.															
	Building		0.00	6.00	1.50	25.88	9.50	42.88	\$ 97	\$ 191	\$ 161	7,122				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	14.50	1.50	25.88	9.50	51.38				8,214	\$ 11,700	142%	\$ 8,000	97%
1.4	60,001 - 100,000 sq. ft.															
	Building		0.00	8.00	2.00	85.88	24.00	119.88	\$ 97	\$ 191	\$ 161	19,581				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	16.50	2.00	85.88	24.00	128.38				20,673	\$ 19,250	93%	\$ 20,000	97%
1.5	100,001 - 199,999 sq. ft.															
	Building		0.00	8.00	2.00	234.38	63.00	307.38	\$ 97	\$ 191	\$ 161	49,735				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	16.50	2.00	234.38	63.00	315.88				50,827	\$ 25,750	51%	\$ 50,000	98%
1.6	200,000 - 299,999 sq. ft.															
	Building		0.00	12.00	4.00	382.88	126.50	525.38	\$ 97	\$ 191	\$ 161	84,976				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	20.50	4.00	382.88	126.50	533.88				86,068	\$ 25,750	30%	\$ 85,000	99%
1.7	300,000+ each additional 25,000 sq. ft.															
	Building		0.00	0.00	0.00	37.50	70.00	107.50	\$ 97	\$ 191	\$ 161	17,288				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Fire		0.00	8.00	0.00	0.00	0.00	8.00	\$ 128	\$ 128	\$ 128	1,024				
	Subtotal		0.00	8.50	0.00	37.50	70.00	116.00				18,380	\$ 25,750	140%	\$ 18,000	98%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
2	Industrial Uses - Structural T.I. (All newly constructed or added space for industrial occupancies classified as CBC Group industrial occupancies not specifically addressed elsewhere in this Fee Schedule) - Deposit															
2.1	Square Footage: 0 - 10,000 sq. ft.															
	Building		0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	2.50	1.00	17.25	3.00	23.75				3,898	\$ 2,200	56%	\$ 3,500	90%
2.2	10,001 - 30,000 sq. ft.															
	Building		0.00	4.00	1.25	24.75	5.50	35.50	\$ 97	\$ 191	\$ 161	5,868				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	4.50	1.25	24.75	5.50	36.00				5,936	\$ 6,000	101%	\$ 5,000	84%
2.3	30,001 - 60,000 sq. ft.															
	Building		0.00	6.00	1.50	25.88	9.50	42.88	\$ 97	\$ 191	\$ 161	7,122				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	6.50	1.50	25.88	9.50	43.38				7,190	\$ 11,700	163%	\$ 7,000	97%
2.4	60,001 - 100,000 sq. ft.															
	Building		0.00	8.00	2.00	85.88	24.00	119.88	\$ 97	\$ 191	\$ 161	19,581				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	85.88	24.00	120.38				19,649	\$ 19,250	98%	\$ 15,000	76%
2.5	100,001 - 199,999 sq. ft.															
	Building		0.00	8.00	2.00	234.38	63.00	307.38	\$ 97	\$ 191	\$ 161	49,735				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	234.38	63.00	307.88				49,803	\$ 25,750	52%	\$ 40,000	80%
2.6	200,000 - 299,999 sq. ft.															
	Building		0.00	12.00	4.00	382.88	126.50	525.38	\$ 97	\$ 191	\$ 161	84,976				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	12.50	4.00	382.88	126.50	525.88				85,044	\$ 25,750	30%	\$ 85,000	100%
2.7	300,000+ each additional 25,000 sq. ft.															
	Building		0.00	0.00	0.00	37.50	70.00	107.50	\$ 97	\$ 191	\$ 161	17,288				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	0.50	0.00	37.50	70.00	108.00				17,356	\$ 25,750	148%	\$ 15,000	86%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
3	Commercial Uses - Structural T.I. (All newly constructed or added space for non-residential occupancies classified as CBC Group A, H, E, I) - Deposit Square Footage:															
3.1	0 - 5,000 sq. ft.															
	Building Planning		0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	2.50	1.00	17.25	3.00	23.75				3,898	\$ 2,550	65%	\$ 3,500	90%
3.2	5,001 - 10,000 sq. ft.															
	Building Planning		0.00	4.00	1.25	17.25	3.00	25.50	\$ 97	\$ 191	\$ 161	4,260				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	4.50	1.25	17.25	3.00	26.00				4,328	\$ 2,550	59%	\$ 4,000	92%
3.3	10,001 - 30,000 sq. ft.															
	Building Planning		0.00	6.00	1.50	24.75	5.50	37.75	\$ 97	\$ 191	\$ 161	6,298				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	6.50	1.50	24.75	5.50	38.25				6,366	\$ 6,600	104%	\$ 6,000	94%
3.4	30,001 - 60,000 sq. ft.															
	Building Planning		0.00	8.00	2.00	25.88	9.50	45.38	\$ 97	\$ 191	\$ 161	7,600				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	25.88	9.50	45.88				7,668	\$ 13,100	171%	\$ 7,500	98%
3.5	60,001 - 100,000 sq. ft.															
	Building Planning		0.00	8.00	2.00	85.88	24.00	119.88	\$ 97	\$ 191	\$ 161	19,581				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	85.88	24.00	120.38				19,649	\$ 21,700	110%	\$ 15,000	76%
3.6	100,001 - 199,999 sq. ft.															
	Building Planning		0.00	10.00	4.00	234.38	63.00	311.38	\$ 97	\$ 191	\$ 161	50,500				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	4.00	234.38	63.00	311.88				50,568	\$ 27,900	55%	\$ 50,000	99%
3.7	200,000 - 299,999 sq. ft.															
	Building Planning		0.00	12.00	4.00	382.88	126.50	525.38	\$ 97	\$ 191	\$ 161	84,976				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	12.50	4.00	382.88	126.50	525.88				85,044	\$ 27,900	33%	\$ 85,000	100%
3.8	300,000 each additional 25,000 sq. ft.															
	Building Planning		0.00	12.00	0.00	37.50	70.00	119.50	\$ 97	\$ 191	\$ 161	19,581				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	12.50	0.00	37.50	70.00	120.00				19,649	\$ 27,900	142%	\$ 15,000	76%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
4	Commercial Uses - Structural T.I. (All newly constructed or added space for non-residential occupancies classified as CBC Group commercial occupancies not specifically addressed elsewhere in this Fee Schedule) - Deposit															
4.1	0 - 5,000 sq. ft.															
	Building		0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	2.50	1.00	17.25	3.00	23.75				3,898	\$ 2,550	65%	\$ 3,500	90%
4.2	5,001 - 10,000 sq. ft.															
	Building		0.00	4.00	1.25	17.25	3.00	25.50	\$ 97	\$ 191	\$ 161	4,260				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	4.50	1.25	17.25	3.00	26.00				4,328	\$ 2,550	59%	\$ 4,000	92%
4.3	10,001 - 30,000 sq. ft.															
	Building		0.00	6.00	1.50	24.75	5.50	37.75	\$ 97	\$ 191	\$ 161	6,298				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	6.50	1.50	24.75	5.50	38.25				6,366	\$ 6,600	104%	\$ 6,000	94%
4.4	30,001 - 60,000 sq. ft.															
	Building		0.00	8.00	2.00	25.88	9.50	45.38	\$ 97	\$ 191	\$ 161	7,600				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	25.88	9.50	45.88				7,668	\$ 13,100	171%	\$ 7,500	98%
4.5	60,001 - 100,000 sq. ft.															
	Building		0.00	10.00	2.00	85.88	24.00	121.88	\$ 97	\$ 191	\$ 161	19,963				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	2.00	85.88	24.00	122.38				20,031	\$ 21,700	108%	\$ 20,000	100%
4.6	100,001 - 199,999 sq. ft.															
	Building		0.00	10.00	4.00	234.38	63.00	311.38	\$ 97	\$ 191	\$ 161	50,500				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	4.00	234.38	63.00	311.88				50,568	\$ 27,900	55%	\$ 50,000	99%
4.7	200,000 - 299,999 sq. ft.															
	Building		0.00	12.00	4.00	382.88	126.50	525.38	\$ 97	\$ 191	\$ 161	84,976				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	12.50	4.00	382.88	126.50	525.88				85,044	\$ 27,900	33%	\$ 85,000	100%
4.8	300,000 each additional 25,000 sq. ft.															
	Building		0.00	12.00	0.00	37.50	70.00	119.50	\$ 97	\$ 191	\$ 161	19,581				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	12.50	0.00	37.50	70.00	120.00				19,649	\$ 27,900	142%	\$ 15,000	76%

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
5	Commercial Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule) - Depoist															
5.1	Square Footage: 0 - 5,000 sq. ft.															
	Building Planning		0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
5.2	5,001 - 10,000 sq. ft.		0.00	2.50	1.00	17.25	3.00	23.75				3,898	\$ 3,600	92%	\$ 3,600	92%
	Building Planning		0.00	4.00	1.25	24.75	5.50	35.50	\$ 97	\$ 191	\$ 161	5,868				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
5.3	10,001 - 30,000 sq. ft.		0.00	4.50	1.25	24.75	5.50	36.00				5,936	\$ 3,600	61%	\$ 5,500	93%
	Building Planning		0.00	6.00	1.50	25.88	9.50	42.88	\$ 97	\$ 191	\$ 161	7,122				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
5.4	30,001 - 60,000 sq. ft.		0.00	6.50	1.50	25.88	9.50	43.38				7,190	\$ 9,250	129%	\$ 7,000	97%
	Building Planning		0.00	8.00	2.00	85.88	24.00	119.88	\$ 97	\$ 191	\$ 161	19,581				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
5.5	60,000 +		0.00	8.50	2.00	85.88	24.00	120.38				19,649	\$ 18,050	92%	\$ 15,000	76%
	Building Planning		0.00	10.00	2.50	148.50	39.00	200.00	\$ 97	\$ 191	\$ 161	32,543				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
			0.00	10.50	2.50	148.50	39.00	200.50				32,611	\$ 21,450	66%	\$ 30,000	92%



Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
6	Single Family Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R-3, or other residential occupancies not specifically addressed elsewhere in this Fee Schedule) - Deposit Square Footage:															
6.1	0 - 150 sq. ft.															
	Building		0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	2.50	1.00	17.25	3.00	23.75				3,898	\$ 400	10%	\$ 3,500	90%
6.2	151 - 1,000 sq. ft.															
	Building		0.00	4.00	1.25	17.25	3.00	25.50	\$ 97	\$ 191	\$ 161	4,260				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	4.50	1.25	17.25	3.00	26.00				4,328	\$ 750	17%	\$ 4,000	92%
6.3	1,001 - 2,000 sq. ft.															
	Building		0.00	6.00	1.50	24.75	5.50	37.75	\$ 97	\$ 191	\$ 161	6,298				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	6.50	1.50	24.75	5.50	38.25				6,366	\$ 1,100	17%	\$ 6,000	94%
6.4	2,001 - 4,000 sq. ft.															
	Building		0.00	8.00	2.00	25.88	9.50	45.38	\$ 97	\$ 191	\$ 161	7,600				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	8.50	2.00	25.88	9.50	45.88				7,668	\$ 1,750	23%	\$ 7,500	98%
6.5	4,001 - 4,999 sq. ft.															
	Building		0.00	10.00	2.25	85.88	24.00	122.13	\$ 97	\$ 191	\$ 161	20,011				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	2.25	85.88	24.00	122.63				20,079	\$ 2,150	11%	\$ 20,000	100%
6.6	5,000 - 5,999 sq. ft.															
	Building		0.00	10.00	2.50	234.38	63.00	309.88	\$ 97	\$ 191	\$ 161	50,213				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	2.50	234.38	63.00	310.38				50,281	\$ 2,150	4%	\$ 50,000	99%
6.7	6,000+ sq. ft.															
	Building		0.00	10.00	2.50	382.88	126.50	521.88	\$ 97	\$ 191	\$ 161	84,308				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	2.50	382.88	126.50	522.38				84,376	\$ 2,150	3%	\$ 80,000	95%

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
7	Tenant Improvement - Non Structural - (Non-structurally remodeled space for occupancies not specifically addressed elsewhere in this Fee Schedule where the structure is not altered) - Deposit															
7.1	Square Footage: 0 - 1,000 sq. ft.															
	Building		0.00	3.00	1.50	17.25	3.00	24.75	\$ 97	\$ 191	\$ 161	4,116				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	3.50	1.50	17.25	3.00	25.25				4,184	\$ 450	11%	\$ 4,000	96%
7.2	1,001 - 5,000 sq. ft.															
	Building		0.00	5.00	2.00	17.25	3.00	27.25	\$ 97	\$ 191	\$ 161	4,594				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	5.50	2.00	17.25	3.00	27.75				4,662	\$ 1,000	21%	\$ 4,500	97%
7.3	5,001 - 10,000 sq. ft.															
	Building		0.00	7.00	2.50	24.75	5.50	39.75	\$ 97	\$ 191	\$ 161	6,680				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	7.50	2.50	24.75	5.50	40.25				6,748	\$ 1,550	23%	\$ 6,500	96%
7.4	10,001 - 20,000 sq. ft.															
	Building		0.00	9.00	3.00	25.88	9.50	47.38	\$ 97	\$ 191	\$ 161	7,982				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	9.50	3.00	25.88	9.50	47.88				8,050	\$ 1,950	24%	\$ 8,000	99%
7.5	20,001 - 29,999 sq. ft.															
	Building		0.00	10.00	3.50	85.88	24.00	123.38	\$ 97	\$ 191	\$ 161	20,250				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	3.50	85.88	24.00	123.88				20,318	\$ 4,000	20%	\$ 20,000	98%
7.6	30,000 - 39,999 sq. ft.															
	Building		0.00	10.00	3.50	234.38	63.00	310.88	\$ 97	\$ 191	\$ 161	50,404				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	3.50	234.38	63.00	311.38				50,472	\$ 4,000	8%	\$ 50,000	99%
7.7	40,000 + sq. ft.															
	Building		0.00	10.00	3.50	382.88	126.50	522.88	\$ 97	\$ 191	\$ 161	84,499				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.00	10.50	3.50	382.88	126.50	523.38				84,567	\$ 4,000	5%	\$ 80,000	95%

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
8	High Hazard Occupancies - (All newly constructed or added space for storage occupancies classified as CBC Group H or other storage occupancies not specifically addressed elsewhere in this Fee Schedule) - Deposit															
8.1	Square Footage: 0 - 2,000 sq. ft.															
			0.00	2.00	1.00	17.25	3.00	23.25	\$ 97	\$ 191	\$ 161	3,830				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	2.50	1.00	17.25	3.00	23.75				3,898	New	%	\$ 3,500	90%
8.2	2,001 - 5,000 sq. ft.															
			0.00	4.00	1.25	24.75	5.50	35.50	\$ 97	\$ 191	\$ 161	5,868				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	4.50	1.25	24.75	5.50	36.00				5,936	New	%	\$ 5,500	93%
8.3	5,001 - 10,000 sq. ft.															
			0.00	6.00	1.50	25.88	9.50	42.88	\$ 97	\$ 191	\$ 161	7,122				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	6.50	1.50	25.88	9.50	43.38				7,190	New	%	\$ 7,000	97%
8.4	10,001 - 25,000 sq. ft.															
			0.00	8.00	2.00	85.88	24.00	119.88	\$ 97	\$ 191	\$ 161	19,581				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	8.50	2.00	85.88	24.00	120.38				19,649	New	%	\$ 15,000	76%
8.5	25,001 - 50,000 sq. ft.															
			0.00	10.00	2.50	234.38	63.00	309.88	\$ 97	\$ 191	\$ 161	50,213				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	10.50	2.50	234.38	63.00	310.38				50,281	New	%	\$ 50,000	99%
8.6	50,001 - 100,000 sq. ft.															
			0.00	10.00	2.50	382.88	126.50	521.88	\$ 97	\$ 191	\$ 161	84,307				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	10.50	2.50	382.88	126.50	522.38				84,375	New	%	\$ 80,000	95%
8.7	100,001 each additional 25,000 sq. ft.															
			0.00	10.00	2.50	37.50	70.00	120.00	\$ 97	\$ 191	\$ 161	19,677				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
		Subtotal	0.00	10.50	2.50	37.50	70.00	120.50				19,745	New	%	\$ 15,000	76%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
	<b>PLAN CHECKS - Deposit</b>															
9	<b>Industrial Uses</b>															
9.1	Square Footage: 0 - 10,000 sq. ft.															
	Building		0.00	5.00	1.50	0.00	0.00	6.50	\$ 97	\$ 191	\$ 161	1,242				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	5.50	1.50	0.00	0.00	7.00				1,310	\$ 900	69%	\$ 1,000	76%
9.2	10,001 - 30,000 sq. ft.															
	Building		0.00	7.00	2.00	0.00	0.00	9.00	\$ 97	\$ 191	\$ 161	1,720				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	7.50	2.00	0.00	0.00	9.50				1,788	\$ 2,350	131%	\$ 1,500	84%
9.3	30,001 - 60,000 sq. ft.															
	Building		0.00	9.00	3.00	0.00	0.00	12.00	\$ 97	\$ 191	\$ 161	2,293				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	9.50	3.00	0.00	0.00	12.50				2,361	\$ 4,550	193%	\$ 2,000	85%
9.4	60,001 - 100,000 sq. ft.															
	Building		0.00	11.00	3.00	0.00	0.00	14.00	\$ 97	\$ 191	\$ 161	2,675				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	11.50	3.00	0.00	0.00	14.50				2,743	\$ 7,550	275%	\$ 2,500	91%
9.5	100,001 - 199,999 sq. ft.															
	Building		0.00	16.00	4.00	0.00	0.00	20.00	\$ 97	\$ 191	\$ 161	3,822				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	16.50	4.00	0.00	0.00	20.50				3,889	\$ 10,150	261%	\$ 3,500	90%
9.6	200,000 - 299,999 sq. ft.															
	Building		0.00	22.00	5.00	0.00	0.00	27.00	\$ 97	\$ 191	\$ 161	5,159				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	22.50	5.00	0.00	0.00	27.50				5,227	\$ 10,150	194%	\$ 5,000	96%
9.7	300,000+ each additional 25,000 sq. ft.															
	Building		0.00	11.00	1.00	0.00	0.00	12.00	\$ 97	\$ 191	\$ 161	2,293				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	11.50	1.00	0.00	0.00	12.50				2,361	\$ 10,150	430%	\$ 2,000	85%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
10	<b>Commercial Uses</b>															
	Square Footage:															
10.1	0 - 5,000 sq. ft.															
	Building		0.00	5.00	2.00	0.00	0.00	7.00	\$ 97	\$ 191	\$ 161	1,338				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	5.50	2.00	0.00	0.00	7.50				1,405	\$ 1,000	71%	\$ 1,400	100%
10.2	5,001 - 10,000 sq. ft.															
	Building		0.00	7.00	2.00	0.00	0.00	9.00	\$ 97	\$ 191	\$ 161	1,720				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	7.50	2.00	0.00	0.00	9.50				1,788	\$ 2,600	145%	\$ 1,700	95%
10.3	10,001 - 30,000 sq. ft.															
	Building		0.00	16.00	4.00	0.00	0.00	20.00	\$ 97	\$ 191	\$ 161	3,822				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	16.50	4.00	0.00	0.00	20.50				3,889	\$ 5,200	134%	\$ 3,800	98%
10.4	30,001 - 60,000 sq. ft.															
	Building		0.00	22.00	5.00	0.00	0.00	27.00	\$ 97	\$ 191	\$ 161	5,159				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	22.50	5.00	0.00	0.00	27.50				5,227	\$ 8,600	165%	\$ 5,200	99%
10.5	60,001 - 100,000 sq. ft.															
	Building		0.00	33.00	8.00	0.00	0.00	41.00	\$ 97	\$ 191	\$ 161	7,834				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	33.50	8.00	0.00	0.00	41.50				7,902	\$ 11,000	139%	\$ 7,900	100%
10.6	100,001 - 199,999 sq. ft.															
	Building		0.00	40.00	10.00	0.00	0.00	50.00	\$ 97	\$ 191	\$ 161	9,554				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	40.50	10.00	0.00	0.00	50.50				9,622	\$ 11,000	114%	\$ 9,600	100%
10.7	200,000 - 299,999 sq. ft.															
	Building		0.00	50.00	10.00	0.00	0.00	60.00	\$ 97	\$ 191	\$ 161	11,465				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	50.50	10.00	0.00	0.00	60.50				11,532	\$ 11,000	95%	\$ 11,500	100%
10.8	300,000 each additional 25,000 sq. ft.															
	Building		0.00	10.00	10.00	0.00	0.00	20.00	\$ 97	\$ 191	\$ 161	3,822				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	10.50	10.00	0.00	0.00	20.50				3,889	\$ 11,000	283%	\$ 3,800	98%
11	<b>Multi-Family Uses</b>															
	Square Footage:															
11.1	0 - 5,000 sq. ft.															
	Building		0.00	9.00	3.00	0.00	0.00	12.00	\$ 97	\$ 191	\$ 161	2,293				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	9.50	3.00	0.00	0.00	12.50				2,361	\$ 1,400	59%	\$ 2,300	97%
11.2	5,001 - 10,000 sq. ft.															
	Building		0.00	15.00	5.00	0.00	0.00	20.00	\$ 97	\$ 191	\$ 161	3,822				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	15.50	5.00	0.00	0.00	20.50				3,889	\$ 3,650	94%	\$ 3,800	98%
11.3	10,001 - 30,000 sq. ft.															
	Building		0.00	25.00	8.00	0.00	0.00	33.00	\$ 97	\$ 191	\$ 161	6,306				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	25.50	8.00	0.00	0.00	33.50				6,373	\$ 7,150	112%	\$ 6,300	99%
11.4	30,001 - 60,000 sq. ft.															
	Building		0.00	35.00	8.00	0.00	0.00	43.00	\$ 97	\$ 191	\$ 161	8,216				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	35.50	8.00	0.00	0.00	43.50				8,284	\$ 8,450	102%	\$ 8,200	99%
11.5	60,000 +															
	Building		0.00	44.00	11.00	0.00	0.00	55.00	\$ 97	\$ 191	\$ 161	10,509				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	44.50	11.00	0.00	0.00	55.50				10,577	\$ 8,450	80%	\$ 10,500	99%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
12	Single Family Residential Uses															
12.1	Square Footage: 0 - 150 sq. ft.															
		Building Planning	0.00	2.00	1.00	0.00	0.00	3.00	\$ 97	\$ 191	\$ 161	573				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.2	151 - 1,000 sq. ft.		0.00	2.50	1.00	0.00	0.00	3.50				641	\$ 150	23%	\$ 600	94%
		Building Planning	0.00	6.00	2.00	0.00	0.00	8.00	\$ 97	\$ 191	\$ 161	1,529				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.3	1,001 - 2,000 sq. ft.		0.00	6.50	2.00	0.00	0.00	8.50				1,596	\$ 300	19%	\$ 1,500	94%
		Building Planning	0.00	8.00	3.00	0.00	0.00	11.00	\$ 97	\$ 191	\$ 161	2,102				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.4	2,001 - 4,000 sq. ft.		0.00	8.50	3.00	0.00	0.00	11.50				2,170	\$ 450	21%	\$ 2,100	97%
		Building Planning	0.00	12.00	4.00	0.00	0.00	16.00	\$ 97	\$ 191	\$ 161	3,057				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.5	4,001 - 4,999 sq. ft.		0.00	12.50	4.00	0.00	0.00	16.50				3,125	\$ 700	22%	\$ 3,100	99%
		Building Planning	0.00	15.00	5.00	0.00	0.00	20.00	\$ 97	\$ 191	\$ 161	3,822				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.6	5,000 - 5,999 sq. ft.		0.00	15.50	5.00	0.00	0.00	20.50				3,889	\$ 850	22%	\$ 3,800	98%
		Building Planning	0.00	16.00	5.00	0.00	0.00	21.00	\$ 97	\$ 191	\$ 161	4,013				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
12.7	6,000+ sq. ft.		0.00	16.50	5.00	0.00	0.00	21.50				4,080	\$ 850	21%	\$ 4,000	98%
		Building Planning	0.00	20.00	5.00	0.00	0.00	25.00	\$ 97	\$ 191	\$ 161	4,777				
		Subtotal	0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
			0.00	20.50	5.00	0.00	0.00	25.50				4,845	\$ 850	18%	\$ 4,800	99%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
13	<b>Tenant Improvement</b>															
	Square Footage:															
13.1	0 - 1,000 sq. ft.															
	Building Planning		0.00	2.00	1.00	0.00	0.00	3.00	\$ 97	\$ 191	\$ 161	573				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	2.50	1.00	0.00	0.00	3.50				641	\$ 200	31%	\$ 500	78%
13.2	1,001 - 5,000 sq. ft.															
	Building Planning		0.00	4.00	1.50	0.00	0.00	5.50	\$ 97	\$ 191	\$ 161	1,051				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	4.50	1.50	0.00	0.00	6.00				1,119	\$ 400	36%	\$ 1,000	89%
13.3	5,001 - 10,000 sq. ft.															
	Building Planning		0.00	6.00	2.00	0.00	0.00	8.00	\$ 97	\$ 191	\$ 161	1,529				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	6.50	2.00	0.00	0.00	8.50				1,596	\$ 650	41%	\$ 1,500	94%
13.4	10,001 - 20,000 sq. ft.															
	Building Planning		0.00	8.00	2.50	0.00	0.00	10.50	\$ 97	\$ 191	\$ 161	2,006				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	8.50	2.50	0.00	0.00	11.00				2,074	\$ 850	41%	\$ 2,000	96%
13.5	20,001 - 29,999 sq. ft.															
	Building Planning		0.00	10.00	3.00	0.00	0.00	13.00	\$ 97	\$ 191	\$ 161	2,484				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	10.50	3.00	0.00	0.00	13.50				2,552	\$ 1,400	55%	\$ 2,500	98%
13.6	30,000 - 39,999 sq. ft.															
	Building Planning		0.00	10.00	3.00	0.00	0.00	13.00	\$ 97	\$ 191	\$ 161	2,484				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	10.50	3.00	0.00	0.00	13.50				2,552	\$ 1,400	55%	\$ 2,500	98%
13.7	40,000 + sq. ft.															
	Building Planning		0.00	20.00	6.00	0.00	0.00	26.00	\$ 97	\$ 191	\$ 161	4,968				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.00	20.50	6.00	0.00	0.00	26.50				5,036	\$ 1,400	28%	\$ 5,000	99%
	<b>INSPECTION - Deposit</b>															
14	<b>Industrial Uses</b>															
	Square Footage:															
14.1	0 - 10,000 sq. ft.		0.00	0.00	0.00	30.00	10.00	40.00	\$ 97	\$ 191	\$ 161	6,433	\$ 1,300	20%	\$ 6,000	93%
14.2	10,001 - 30,000 sq. ft.		0.00	0.00	0.00	40.00	15.00	55.00	\$ 97	\$ 191	\$ 161	8,845	\$ 3,650	41%	\$ 8,500	96%
14.3	30,001 - 60,000 sq. ft.		0.00	0.00	0.00	50.00	20.00	70.00	\$ 97	\$ 191	\$ 161	11,258	\$ 7,150	64%	\$ 11,000	98%
14.4	60,001 - 100,000 sq. ft.		0.00	0.00	0.00	60.00	25.00	85.00	\$ 97	\$ 191	\$ 161	13,670	\$ 11,700	86%	\$ 13,500	99%
14.5	100,001 - 199,999 sq. ft.		0.00	0.00	0.00	70.00	25.00	95.00	\$ 97	\$ 191	\$ 161	15,278	\$ 15,600	102%	\$ 15,000	98%
14.6	200,000 - 299,999 sq. ft.		0.00	0.00	0.00	80.00	30.00	110.00	\$ 97	\$ 191	\$ 161	17,690	\$ 15,600	88%	\$ 17,500	99%
14.7	300,000+ each additional 25,000 sq. ft.		0.00	0.00	0.00	10.00	0.00	10.00	\$ 97	\$ 191	\$ 161	1,608	\$ 15,600	970%	\$ 1,500	93%
15	<b>Commercial Uses</b>															
	Square Footage:															
15.1	0 - 5,000 sq. ft.		0.00	0.00	0.00	20.00	8.00	28.00	\$ 97	\$ 191	\$ 161	4,503	\$ 1,550	34%	\$ 4,500	100%
15.2	5,001 - 10,000 sq. ft.		0.00	0.00	0.00	30.00	10.00	40.00	\$ 97	\$ 191	\$ 161	6,433	\$ 1,550	24%	\$ 6,000	93%
15.3	10,001 - 30,000 sq. ft.		0.00	0.00	0.00	40.00	15.00	55.00	\$ 97	\$ 191	\$ 161	8,845	\$ 4,000	45%	\$ 8,500	96%
15.4	30,001 - 60,000 sq. ft.		0.00	0.00	0.00	50.00	20.00	70.00	\$ 97	\$ 191	\$ 161	11,258	\$ 7,900	70%	\$ 11,000	98%
15.5	60,001 - 100,000 sq. ft.		0.00	0.00	0.00	60.00	25.00	85.00	\$ 97	\$ 191	\$ 161	13,670	\$ 13,100	96%	\$ 13,500	99%
15.6	100,001 - 199,999 sq. ft.		0.00	0.00	0.00	70.00	25.00	95.00	\$ 97	\$ 191	\$ 161	15,278	\$ 16,900	111%	\$ 15,000	98%
15.7	200,000 - 299,999 sq. ft.		0.00	0.00	0.00	80.00	30.00	110.00	\$ 97	\$ 191	\$ 161	17,690	\$ 16,900	96%	\$ 17,000	96%
15.8	300,000 each additional 25,000 sq. ft.		0.00	0.00	0.00	10.00	0.00	10.00	\$ 97	\$ 191	\$ 161	1,608	\$ 16,900	1051%	\$ 1,500	93%

							Activity Service Cost Analysis					Cost Recovery Analysis				
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
16	<b>Multi-Family Uses</b>															
	Square Footage:															
16.1	0 - 5,000 sq. ft.		0.00	0.00	0.00	20.00	8.00	28.00	\$ 97	\$ 191	\$ 161	4,503	\$ 2,200	49%	\$ 4,500	100%
16.2	5,001 - 10,000 sq. ft.		0.00	0.00	0.00	30.00	10.00	40.00	\$ 97	\$ 191	\$ 161	6,433	\$ 2,200	34%	\$ 6,000	93%
16.3	10,001 - 30,000 sq. ft.		0.00	0.00	0.00	40.00	15.00	55.00	\$ 97	\$ 191	\$ 161	8,845	\$ 5,600	63%	\$ 8,000	90%
16.4	30,001 - 60,000 sq. ft.		0.00	0.00	0.00	50.00	20.00	70.00	\$ 97	\$ 191	\$ 161	11,258	\$ 10,900	97%	\$ 11,000	98%
16.5	60,000 +		0.00	0.00	0.00	50.00	20.00	70.00	\$ 97	\$ 191	\$ 161	11,258	\$ 13,000	115%	\$ 11,000	98%
17	<b>Single Family Residential Uses</b>															
	Square Footage:															
17.1	0 - 150 sq. ft.		0.00	0.00	0.00	15.00	5.00	20.00	\$ 97	\$ 191	\$ 161	3,216	\$ 250	8%	\$ 3,000	93%
17.2	151 - 1,000 sq. ft.		0.00	0.00	0.00	20.00	6.00	26.00	\$ 97	\$ 191	\$ 161	4,181	\$ 450	11%	\$ 4,000	96%
17.3	1,001 - 2,000 sq. ft.		0.00	0.00	0.00	30.00	7.00	37.00	\$ 97	\$ 191	\$ 161	5,950	\$ 650	11%	\$ 5,500	92%
17.4	2,001 - 4,000 sq. ft.		0.00	0.00	0.00	35.00	10.00	45.00	\$ 97	\$ 191	\$ 161	7,237	\$ 1,050	15%	\$ 7,000	97%
17.5	4,001 - 4,999 sq. ft.		0.00	0.00	0.00	40.00	10.00	50.00	\$ 97	\$ 191	\$ 161	8,041	\$ 1,300	16%	\$ 8,000	99%
17.6	5,000 - 5,999 sq. ft.		0.00	0.00	0.00	45.00	12.00	57.00	\$ 97	\$ 191	\$ 161	9,167	\$ 1,300	14%	\$ 9,000	98%
17.7	6,000+ sq. ft.		0.00	0.00	0.00	50.00	15.00	65.00	\$ 97	\$ 191	\$ 161	10,453	\$ 1,300	12%	\$ 10,000	96%
18	<b>Tenant Improvement</b>															
	Square Footage:															
18.1	0 - 1,000 sq. ft.		0.00	0.00	0.00	15.00	5.00	20.00	\$ 97	\$ 191	\$ 161	3,216	\$ 250	8%	\$ 3,000	93%
18.2	1,001 - 5,000 sq. ft.		0.00	0.00	0.00	20.00	6.00	26.00	\$ 97	\$ 191	\$ 161	4,181	\$ 600	14%	\$ 4,000	96%
18.3	5,001 - 10,000 sq. ft.		0.00	0.00	0.00	30.00	8.00	38.00	\$ 97	\$ 191	\$ 161	6,111	\$ 900	15%	\$ 6,000	98%
18.4	10,001 - 20,000 sq. ft.		0.00	0.00	0.00	35.00	8.00	43.00	\$ 97	\$ 191	\$ 161	6,915	\$ 1,100	16%	\$ 6,500	94%
18.5	20,001 - 29,999 sq. ft.		0.00	0.00	0.00	40.00	10.00	50.00	\$ 97	\$ 191	\$ 161	8,041	\$ 2,600	32%	\$ 8,000	99%
18.6	30,000 - 39,999 sq. ft.		0.00	0.00	0.00	45.00	12.00	57.00	\$ 97	\$ 191	\$ 161	9,167	\$ 2,600	28%	\$ 9,000	98%
18.7	40,000 + sq. ft.		0.00	0.00	0.00	50.00	15.00	65.00	\$ 97	\$ 191	\$ 161	10,453	\$ 2,600	25%	\$ 10,000	96%
	<b>GRADING</b>															
	Grading Permit															
19	Minor Grading (up to 10 cubic yards) - Flat		0.00	1.00	0.50	0.75	0.00	2.25	\$ 97	\$ 191	\$ 161	407	\$ 50	12%	\$ 400	98%
20	Major Grading (> that 10 cubic yards) - Deposit															
20.1	11-49 cubic yards		0.00	3.00	1.50	1.50	1.00	7.00	\$ 97	\$ 191	\$ 161	1,262	\$ 88	7%	\$ 1,200	95%
20.2	51-500 cubic yards		0.00	3.00	1.50	3.00	3.00	10.50	\$ 97	\$ 191	\$ 161	1,825	\$ 176	10%	\$ 1,800	99%
20.3	501-1,000 cubic yards		0.00	3.00	1.50	4.50	4.50	13.50	\$ 97	\$ 191	\$ 161	2307.2439	\$ 264	11%	\$ 2,300	100%
20.4	1,001-10,000 cubic yards		0.00	3.00	1.50	6.00	6.00	16.50	\$ 97	\$ 191	\$ 161	2789.7112	\$ 396	14%	\$ 2,700	97%
20.5	10,001 or more cubic yards		0.00	3.00	1.50	7.50	7.50	19.50	\$ 97	\$ 191	\$ 161	3272.1785	\$ 528	16%	\$ 3,200	98%



Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
	Grading fees-Initial deposit. Final fee determined by building official based on cost Grading Permit Issuance															
21	Non-Development Project Fees															
21.1	Total Cubic Yards of Cut and Fill															
	50 cubic yards or less															
		Planning						1.50	\$ 178			267				
		Building						1.00	\$ 191			191				
	Subtotal							2.50	\$ 369			458	\$ 88	19%	\$ 450	98%
21.2	51-500 cubic yards															
		Planning						2.50	\$ 178			445				
		Building						1.00	\$ 191			191				
	Subtotal							3.50	\$ 369			636	\$ 176	28%	\$ 500	79%
21.3	501-1,000 cubic yards															
		Planning						3.50	\$ 178			623				
		Building						2.00	\$ 191			382				
	Subtotal							5.50	\$ 369			1,005	\$ 264	26%	\$ 750	75%
21.4	1,001-10,000 cubic yards															
		Planning						5.50	\$ 178			978				
		Building						3.00	\$ 191			573				
	Subtotal							8.50	\$ 369			1,552	\$ 396	26%	\$ 1,000	64%
21.5	10,001 or more cubic yards															
		Planning						6.50	\$ 178			1,156				
		Building						4.00	\$ 191			764				
	Subtotal							10.50	\$ 369			1,921	\$ 524	27%	\$ 1,500	78%
	Other Related Inspection and Permit Fees															
22	Permit for clearing and/or stockpiling only - Flat		0.75	1.00	0.00	1.00	1.00	3.75	\$ 97	\$ 191	\$ 161	585	\$ 88	15%	\$ 500	85%
23	Inspections outside of normal business hours (2-hour minimum)		0.00	0.00	0.00	1.00	1.00	2.00	\$ 97	\$ 191	\$ 161	322	\$ 132	41%	\$ 322	100%
24	Inspections for which no fee is specifically indicated (per hour)		0.00	0.00	0.00	0.75	0.50	1.25	\$ 97	\$ 191	\$ 161	201	\$ 88	44%	\$ 161	80%
	DEVELOPMENT FEES															
25	Plan Check Fees - In-house Per Hour		0.00	1.00	0.00	0.00	0.00	1.00	\$ 97	\$ 191	\$ 161	191	\$ -	0%	\$ 183	96%
26	Plan Check Fees - Contract	[3,4]											Actual Cost			
27	Inspection Fee - In-house Per Hour		0.00	0.00	0.00	1.00	0.00	1.00	\$ 97	\$ 191	\$ 161	161	\$ -	0%	\$ 161	100%
28	Inspection Fee - Contract	[3,4]											Actual Cost			
29	Permit Process and Issuance Fee		1.00	0.00	0.00	0.00	0.00	1.00	\$ 97	\$ 191	\$ 161	97	\$ -	0%	\$ 97	100%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
30	Re-Roofing Residential															
30.1	1st 400 sq. ft. - Flat															
	Building		0.75	0.00	0.00	1.00	0.50	2.25	\$ 97	\$ 191	\$ 161	314				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	1.00	0.50	2.75				382	\$ 176	46%	\$ 350	92%
30.2	401 - 1000 sq. ft. - Deposit															
	Building		0.75	0.00	0.00	2.00	1.00	3.75	\$ 97	\$ 191	\$ 161	555				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	2.00	1.00	4.25				623	\$ 264	42%	\$ 500	80%
30.3	1001 - 3000 sq. ft. - Deposit															
	Building		0.75	0.00	0.00	5.00	2.25	8.00	\$ 97	\$ 191	\$ 161	1,239				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	5.00	2.25	8.50				1,307	\$ 264	20%	\$ 1,000	77%
30.4	Each additional 500 sq. ft. above 3000 - Deposit															
	Building		0.75	0.00	0.00	5.00	2.44	8.19	\$ 97	\$ 191	\$ 161	1,269				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	5.00	2.44	8.69				1,337	\$ 264	20%	\$ 1,000	75%
31	Commercial/Industrial															
31.1	3000 sq. ft. - 5000 sq. ft. - Deposit															
	Building		0.75	0.00	0.00	5.00	2.50	8.25	\$ 97	\$ 191	\$ 161	1,279				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	5.00	2.50	8.75				1,347	1% valuation	%	\$ 1,000	74%
31.2	5001 sq. ft. - 7000 sq. ft. - Deposit															
	Building		0.75	0.00	0.00	8.00	4.00	12.75	\$ 97	\$ 191	\$ 161	2,003				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	8.00	4.00	13.25				2,071	1% valuation	%	\$ 2,000	97%
31.3	7001 - 10000 sq. ft. - Deposit															
	Building		0.75	0.00	0.00	10.00	4.00	14.75	\$ 97	\$ 191	\$ 161	2,324				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	0.50	0.00	10.00	4.00	15.25				2,392	1% valuation	%	\$ 2,000	84%
32	Retaining Walls															
32.1	Non-Retaining Block Wall - Up to 200 ft. - Deposit															
	Building		0.75	1.00	0.00	3.00	3.00	7.75	\$ 97	\$ 191	\$ 161	1,229				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	1.50	0.00	3.00	3.00	8.25				1,297	\$ 176	14%	\$ 1,000	77%
32.2	Non-Retaining Block Wall - Each additional 100 sq. ft. (or fraction thereof) - Deposit															
	Building		0.75	1.00	0.00	3.00	3.00	7.75	\$ 97	\$ 191	\$ 161	1,229				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	1.50	0.00	3.00	3.00	8.25				1,297	\$ 264	20%	\$ 1,000	77%
32.3	Retaining Wall - Up to the first 50 ft. - deposit															
	Building		0.75	1.00	0.50	3.75	1.00	7.00	\$ 97	\$ 191	\$ 161	1,123				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	1.50	0.50	3.75	1.00	7.50				1,191	\$ 264	22%	\$ 1,000	84%
32.4	Retaining Wall - 51 ft. to 100ft - deposit															
	Building		0.75	2.00	1.00	3.75	1.50	9.00	\$ 97	\$ 191	\$ 161	1,490				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	2.50	1.00	3.75	1.50	9.50				1,558	\$ 250	16%	\$ 1,500	96%
32.5	Retaining Wall - 101 ft. to 200 ft. - deposit															
	Building		0.75	3.00	1.00	6.00	3.00	13.75	\$ 97	\$ 191	\$ 161	2,284				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	3.50	1.00	6.00	3.00	14.25				2,352	\$ 250	11%	\$ 2,300	98%
32.6	Retaining Walls - above 6 ft. in height - deposit															
	Building		0.75	4.00	2.00	6.00	3.00	15.75	\$ 97	\$ 191	\$ 161	2,667				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	Subtotal		0.75	4.50	2.00	6.00	3.00	16.25				2,735	\$ 250	9%	\$ 2,700	99%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
33	Patio Cover/Enclosure															
33.1	1st 100 sq. ft. - Deposit															
	Building		0.75	1.00	0.00	3.00	3.00	7.75	\$ 97	\$ 191	\$ 161	1,229				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.00	3.00	3.00	8.25				1,297	\$ 450	35%	\$ 1,000	77%
33.2	Each additional 100 sq. ft. - Add to Deposit															
	Building		0.75	1.00	0.00	0.38	0.38	2.50	\$ 97	\$ 191	\$ 161	384				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.00	0.38	0.38	3.00				452	\$ -	0%	\$ 450	99%
34	Small Appliance - Residential															
34.1	First Appliance - Flat		0.75	0.00	0.00	0.75	0.75	2.25	\$ 97	\$ 191	\$ 161	314	\$ 88	28%	\$ 100	32%
34.2	Each Additional Appliance - Flat		0.75	0.00	0.00	0.38	0.38	1.50	\$ 97	\$ 191	\$ 161	193	\$ 8	4%	\$ 30	16%
35	Commercial Equipment/Appliance Change Out															
35.1	First Change Out		0.75	0.00	0.00	0.75	0.75	2.25	\$ 97	\$ 191	\$ 161	314	\$ 88	28%	\$ 300	96%
35.2	Each Additional Change Out		0.75	0.00	0.00	0.38	0.38	1.50	\$ 97	\$ 191	\$ 161	193	\$ 8	4%	\$ 30	16%
36	Minor Repairs - Residential - Deposit															
	Building		0.75	0.00	0.00	0.75	0.75	2.25	\$ 97	\$ 191	\$ 161	314				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	0.50	0.00	0.75	0.75	2.75				382	\$ 88	23%	\$ 300	79%
37	Minor Repairs - Commercial - Deposit															
	Building		0.75	0.00	0.00	0.75	0.75	2.25	\$ 97	\$ 191	\$ 161	314				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	0.50	0.00	0.75	0.75	2.75				382	\$ 88	23%	\$ 300	79%
38	Landscape Upgrade/Permit - Single-Family - Flat															
	Building		0.75	0.00	0.00	1.50	1.50	3.75	\$ 97	\$ 191	\$ 161	555				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	0.50	0.00	1.50	1.50	4.25				623	\$ 88	14%	\$ 600	96%
39	Landscape Upgrade/Permit - Multi-Family - Deposit															
	Building		0.75	1.00	0.50	3.00	2.00	7.25	\$ 97	\$ 191	\$ 161	1,163				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.50	3.00	2.00	7.75				1,231	\$ 250	20%	\$ 1,000	81%
40	Landscape Upgrade/Permit - Commercial - Deposit															
	Building		0.75	1.00	0.50	5.00	3.00	10.25	\$ 97	\$ 191	\$ 161	1,646				
	Planning		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.50	5.00	3.00	10.75				1,714	\$ 250	15%	\$ 1,500	88%
41	Paving and/or Striping - Deposit		0.75	1.00	0.50	0.75	0.75	3.75	\$ 97	\$ 191	\$ 161	601	\$ -	0%	\$ 600	100%
42	Overnight Parking Permits															
42.1	In-Person; Initial Permit - Flat		1.00	0.00	0.00	0.00	0.00	1.00	\$ 97	\$ 191	\$ 161	97	\$ 25	26%	\$ 75	77%
42.2	In-Person - Renewal - Flat		0.75	0.00	0.00	0.00	0.00	0.75	\$ 97	\$ 191	\$ 161	73	\$ 25	34%	\$ 50	69%
42.3	On-line; Initial Permit - Flat		0.50	0.00	0.00	0.00	0.00	0.50	\$ 97	\$ 191	\$ 161	49	\$ 19	39%	\$ 40	82%
42.4	On-line - Renewal - Flat		0.50	0.00	0.00	0.00	0.00	0.50	\$ 97	\$ 191	\$ 161	49	\$ 19	39%	\$ 40	82%
42.5	Appeals - Deposit		30.00	0.00	0.00	0.00	0.00	30.00	\$ 97	\$ 191	\$ 161	2,910	\$ 30	1%	\$ 500	17%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
43	<b>Signs</b>															
43.1	Single Wall mounted Sign 1-2 signs - Flat															
	Building Planning		0.75	1.00	0.00	1.00	0.00	2.75	\$ 97	\$ 191	\$ 161	425				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.00	1.00	0.00	3.25				493	\$94 plan check, \$88 inspection	%	\$ 450	91%
43.2	Each Additional Sign - Flat															
	Building Planning		0.75	0.75	0.50	0.50	0.00	2.50	\$ 97	\$ 191	\$ 161	392				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.25	0.50	0.50	0.00	3.00				460	\$ -	0%	\$ 200	43%
43.3	Monument/Pole Signs/Free Standing Signs - Deposit															
	Building Planning		0.75	1.00	0.50	2.25	2.25	6.75	\$ 97	\$ 191	\$ 161	1,083				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.50	2.25	2.25	7.25				1,151	\$94 plan check, \$88 inspection	%	\$ 1,000	87%
44	<b>Swimming Pools</b>															
44.1	Above Ground - Deposit															
	Building Planning		0.75	2.00	0.50	1.50	1.50	6.25	\$ 97	\$ 191	\$ 161	1,033				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	2.50	0.50	1.50	1.50	6.75				1,101	\$200 plan check, \$230 inspection	%	\$ 1,000	91%
44.2	In Ground - Deposit															
	Building Planning		0.75	2.00	0.50	11.25	5.63	20.13	\$ 97	\$ 191	\$ 161	3,264				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	2.50	0.50	11.25	5.63	20.63				3,332	\$200 plan check, \$230 inspection	%	\$ 3,000	90%
44.3	SPA - Deposit															
	Building Planning		0.75	2.00	0.50	5.25	2.63	11.13	\$ 97	\$ 191	\$ 161	1,817				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	2.50	0.50	5.25	2.63	11.63				1,885	\$ 176	9%	\$ 1,500	80%
44.4	Pool Bond	[5]	0.00	0.00	0.50	0.00	0.00	0.00	\$ 97	\$ 191	\$ 161	-	\$ 200	%	\$ -	%
	<b>MISCELLANEOUS</b>															
45	Residential Storage Shed - over 120sq. Ft.															
	Building Planning		0.75	1.00	0.50	5.25	5.25	12.75	\$ 97	\$ 191	\$ 161	2,048				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.50	5.25	5.25	13.25				2,116	\$ 450	21%	\$ 1,000	47%
46	Fire Damage															
46.1	<15% of sq. ft. of the house - Flat															
	Building Planning		0.75	1.00	0.50	2.25	1.13	5.63	\$ 97	\$ 191	\$ 161	902				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	1.50	0.50	2.25	1.13	6.13				970	\$ 450	46%	\$ 900	93%
46.2	>15 of sq. Ft. of the house - Deposit															
	Building Planning		0.75	2.00	1.00	4.50	2.25	10.50	\$ 97	\$ 191	\$ 161	1,732				
			0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
	<b>Subtotal</b>		0.75	2.50	1.00	4.50	2.25	11.00				1,799	\$ 450	25%	\$ 1,500	83%

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
47	Demolition Residential															
47.1	1 - 500 sq. ft. - Flat															
	Building Planning		0.75	1.00	0.50	2.25	1.00	5.50	\$ 97	\$ 191	\$ 161	882				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
47.2	501 - 2000 sq. ft. - Deposit		0.75	1.50	0.50	2.25	1.00	6.00				950	New	%	\$ 950	100%
	Building Planning		0.75	1.00	0.50	2.81	1.00	6.06	\$ 97	\$ 191	\$ 161	973				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
47.3	2001 - 5000 sq. ft. - Deposit		0.75	1.50	0.50	2.81	1.00	6.56				1,040	New	%	\$ 1,000	96%
	Building Planning		0.75	1.00	0.50	3.75	2.00	8.00	\$ 97	\$ 191	\$ 161	1,284				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
47.4	Above 5001 sq. Ft. - Deposit		0.75	1.50	0.50	3.75	2.00	8.50				1,352	New	%	\$ 1,000	74%
	Building Planning		1.00	1.00	0.50	5.63	2.00	10.13	\$ 97	\$ 191	\$ 161	1,610				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
48	Commercial		1.00	1.50	0.50	5.63	2.00	10.63				1,678	New	%	\$ 1,500	89%
48.1	1 - 500 sq. ft. - Flat															
	Building Planning		0.75	1.00	0.50	2.25	2.25	6.75	\$ 97	\$ 191	\$ 161	1,083				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
48.2	501 - 2000 sq. ft. - Deposit		0.75	1.50	0.50	2.25	2.25	7.25				1,151	New	%	\$ 1,000	87%
	Building Planning		0.75	1.00	0.50	2.81	2.81	7.88	\$ 97	\$ 191	\$ 161	1,264				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
48.3	2001 - 5000 sq. ft. - Deposit		0.75	1.50	0.50	2.81	2.81	8.38				1,332	New	%	\$ 1,000	75%
	Building Planning		0.75	1.00	0.50	3.75	3.75	9.75	\$ 97	\$ 191	\$ 161	1,566				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
48.4	Above 5001 sq. Ft. - Deposit		0.75	1.50	0.50	3.75	3.75	10.25				1,633	New	%	\$ 1,500	92%
	Building Planning		0.75	1.00	0.50	5.63	5.63	13.50	\$ 97	\$ 191	\$ 161	2,169				
	Subtotal		0.00	0.50	0.00	0.00	0.00	0.50	\$ 136	\$ 136	\$ 136	68				
			0.75	1.50	0.50	5.63	5.63	14.00				2,237	New	%	\$ 2,000	89%
49	Wood Deck															
49.1	Up to 100 sq. ft. - Flat		0.75	0.00	0.50	2.25	2.25	5.75	\$ 97	\$ 191	\$ 161	892	\$ 450	50%	\$ 800	90%
49.2	101 to 500 sq. ft. - Deposit		0.75	1.00	0.50	2.81	2.81	7.88	\$ 97	\$ 191	\$ 161	1,264	\$ 450	36%	\$ 1,000	79%
49.3	501 to 1000 sq. ft. - Deposit		0.75	1.00	0.50	3.75	3.75	9.75	\$ 97	\$ 191	\$ 161	1,566	\$ 450	29%	\$ 1,500	96%
49.4	1001+ sq. ft. - Deposit		0.75	1.00	0.50	5.63	5.63	13.50	\$ 97	\$ 191	\$ 161	2,169	\$ 450	21%	\$ 2,000	92%
50	Spay Booth - Deposit		0.75	1.00	0.50	5.25	3.00	10.50	\$ 97	\$ 191	\$ 161	1,686	\$ 450	27%	\$ 1,500	89%
51	Storage Rack															
51.1	First 200 sq. ft. - Flat		0.75	0.00	0.50	1.50	1.50	4.25	\$ 97	\$ 191	\$ 161	651	New	%	\$ 650	100%
51.2	201 - 500 sq. ft. - Deposit		0.75	1.00	0.50	2.06	2.06	6.38	\$ 97	\$ 191	\$ 161	1,023	New	%	\$ 1,000	98%
51.3	501 - 1000 sq. ft. - Deposit		0.75	1.00	0.50	2.44	2.44	7.13	\$ 97	\$ 191	\$ 161	1,143	New	%	\$ 1,000	87%
51.4	1001+ sq. ft. - Deposit		0.75	1.00	0.50	3.75	3.75	9.75	\$ 97	\$ 191	\$ 161	1,566	New	%	\$ 1,500	96%

								Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommend ed Fee Level / Deposit	Recommend ed Cost Recovery %
52	Solar / PV System - Residential															
52.1	0.1 - 5 kw		0.75	1.00	0.50	2.25	2.25	6.75	\$ 97	\$ 191	\$ 161	1,083	\$200 plan check, \$198 inspection	%	\$ 1,000	92%
52.2	5.1 - 10 kw		0.75	1.00	0.50	2.63	2.63	7.50	\$ 97	\$ 191	\$ 161	1,204	\$200 plan check, \$198 inspection	%	\$ 1,000	83%
52.3	10.1 - 20 kw		0.75	1.00	0.50	3.00	3.00	8.25	\$ 97	\$ 191	\$ 161	1,324	\$200 plan check, \$198 inspection	%	\$ 1,000	76%
52.4	20.1 - 50 kw		0.75	1.00	0.50	4.13	4.13	10.50	\$ 97	\$ 191	\$ 161	1,686	\$200 plan check, \$198 inspection	%	\$ 1,000	59%
52.5	over 50 kw		0.75	1.00	0.50	4.50	4.50	11.25	\$ 97	\$ 191	\$ 161	1,807	\$200 plan check, \$198 inspection	%	\$ 1,000	55%
53	Solar / PV System - Commercial															
53.1	0.1 - 5 kw		0.75	1.00	0.50	2.25	2.25	6.75	\$ 97	\$ 191	\$ 161	1,083	New	%	\$ 1,000	92%
53.2	5.1 - 10 kw		0.75	1.00	0.50	2.63	2.63	7.50	\$ 97	\$ 191	\$ 161	1,204	New	%	\$ 1,000	83%
53.3	10.1 - 20 kw		0.75	1.00	0.50	3.00	3.00	8.25	\$ 97	\$ 191	\$ 161	1,324	New	%	\$ 1,000	76%
53.4	20.1 - 50 kw		0.75	1.00	0.50	4.13	4.13	10.50	\$ 97	\$ 191	\$ 161	1,686	New	%	\$ 1,000	59%
53.5	50.1 - 100 kw		0.75	1.00	0.50	4.50	4.50	11.25	\$ 97	\$ 191	\$ 161	1,807	New	%	\$ 1,000	55%
53.6	over 100 kw		1.00	1.00	0.50	5.25	5.25	13.00	\$ 97	\$ 191	\$ 161	2,072	New	%	\$ 1,000	48%
54	Electric Vehicle Charging Station - Residential															
54.1	Base Fee		0.75	1.00	0.50	1.50	1.50	5.25	\$ 97	\$ 191	\$ 161	842	New	%	\$ 800	95%
54.2	Per Station		0.00	1.00	0.50	0.75	0.75	3.00	\$ 97	\$ 191	\$ 161	528	New	%	\$ 500	95%
55	Electric Vehicle Charging Station - Commercial															
55.1	Base Fee		0.75	1.00	0.50	2.25	2.25	6.75	\$ 97	\$ 191	\$ 161	1,083	New	%	\$ 1,000	92%
55.2	Per Station		0.00	1.00	0.50	0.75	0.75	3.00	\$ 97	\$ 191	\$ 161	528	New	%	\$ 500	95%
56	Natural Gas - Residential - Flat		0.00	0.00	0.00	1.50	1.50	3.00	\$ 97	\$ 191	\$ 161	482	New	%	\$ 450	93%
57	Natural Gas - Commercial - Deposit		0.00	0.00	0.00	2.25	2.25	4.50	\$ 97	\$ 191	\$ 161	724	New	%	\$ 700	97%
58	Fire Sprinklers - Deposit		0.00	1.00	0.00	2.00	0.00	3.00	\$ 97	\$ 191	\$ 161	513	\$94 plan check, \$120 inspection	%	\$ 500	98%
59	City Sanitary Sewer Connection Fee															
60	Bathtub	[3]										-	\$ 10			
61	Bidet	[3]										-	\$ 5			
62	Dental Units	[3]										-	\$ 5			
63	Drinking Fountain	[3]										-	\$ 5			
64	Floor Drain	[3]										-	\$ 10			
65	Interceptors for grease, oil, and solids	[3]										-	\$ 15			
66	Interceptors for sand, auto wash, etc.	[3]										-	\$ 15			
67	Laundry Tub or Washer	[3]										-	\$ 10			
68	Laundry Tub or Washer (Self Serve)	[3]										-	\$ 15			
69	Mobile Home Park (each pad)	[3]										-	\$ 90			
70	Receptors	[3]										-	\$ 15			
71	Shower	[3]										-	\$ 10			
72	Showers gang per head	[3]										-	\$ 5			
73	Sink, Bar	[3]										-	\$ 5			
74	Sink, Bar Commercial	[3]										-	\$ 15			
75	Sink, Floor	[3]										-	\$ 5			
76	Sink, Flushing Rim	[3]										-	\$ 15			
77	Sink, Kitchen	[3]										-	\$ 10			
78	Sink, Service	[3]										-	\$ 10			
78	Swimming Pool	[3]										-	\$ 15			

Fee No.	Fee Description	Notes	Activity Service Cost Analysis										Cost Recovery Analysis			
			Intake and Processing	Plan Check	Rechecks	Inspection	Reinsp.	Total	Direct Services - Intake and Processing	Mgmt./PC Blended Rate	Direct Services - Inspection	Cost of Service Per Activity	Current Fee / Deposit [6]	Existing Cost Recovery %	Recommended Fee Level / Deposit	Recommended Cost Recovery %
79	Urinal, Pedestal	[3]										-	\$ 10			
80	Urinal, Stall	[3]										-	\$ 10			
81	Urinal, Wall Trough	[3]										-	\$ 20			
82	Wash Basin (lav)	[3]										-	\$ 5			
83	Wash Basin (set, double lav)	[3]										-	\$ 10			
84	Water Closet (toilet)	[3]										-	\$ 20			
85	Certificate of Occupancy - Flat															
	Building Planning		0.50	1.00	0.00	0.50	0.00	2.00	\$ 97	\$ 191	\$ 161	320				
			0.00	1.00	0.00	0.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	<b>Subtotal</b>		0.50	2.00	0.00	0.50	0.00	3.00				456	\$ -	0%	\$ 300	66%
86	Electrical- Flat		0.50	0.50	0.00	3.00	1.00	5.00	\$ 97	\$ 191	\$ 161	787	New	%	\$ 750	95%
	Fire		0.00	0.00	0.00	0.00	0.00	0.00	\$ 97	\$ 191	\$ 161	-	\$ -	%	\$ -	%
87	Infrastructure- Flat		0.50	8.00	3.00	20.00	10.00	41.50	\$ 97	\$ 191	\$ 161	6,975	New	%	\$ 6,500	93%
88	Mechanical- Flat		0.50	1.00	0.50	5.00	2.00	9.00	\$ 97	\$ 191	\$ 161	1,461	New	%	\$ 1,000	68%
	Misc.		0.00	0.00	0.00	0.00	0.00	0.00	\$ 97	\$ 191	\$ 161	-	\$ -	%	\$ -	%
89	Plumbing - Flat		0.50	1.00	0.50	5.00	2.00	9.00	\$ 97	\$ 191	\$ 161	1,461	New	%	\$ 1,000	68%
	tenant Imp		0.00	0.00	0.00	0.00	0.00	0.00	\$ 97	\$ 191	\$ 161	-	\$ -	%	\$ -	%
90	Water Heater - Flat		0.50	0.00	0.00	1.00	0.50	2.00	\$ 97	\$ 191	\$ 161	290	New	%	\$ 100	35%
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.															

[Notes]

- [1] Sourced from "master\_fee\_schedule\_effective\_july\_1\_2014" PDF.
- [2] Sourced from [Building Permit Revenue Analysis FYE15].
- [3] Fine/Penalty not analyzed by NBS
- [4] Per the rates provided by there professional service agreements provided by the contractor to
- [5] MFS Placeholder - Not Analyzed by NBS
- [6] All Amounts are Deposits

## ***APPENDIX A.3***

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### ***Cost of Service Analysis – Fire Prevention***



						Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
	<b>NEW CONSTRUCTION, ADDITIONS, AND MAJOR REMODELS</b>												
1	Architectural Review - Industrial Uses - Architectural T.I. (All newly constructed or added space for industrial occupancies classified as CBC Group A, H, E, I)	[12, 13]											
	Square Footage:												
1.1	0 - 50,000 sq. ft.		0.50	8.00	2.00	10.50	\$ 59	\$ 128	\$ 1,309	\$ -	0%	\$ 1,300	99%
1.2	50,001 - 200,000 sq. ft.		0.50	11.00	2.50	14.00	\$ 59	\$ 128	\$ 1,757	\$ -	0%	\$ 1,700	97%
1.3	200,000 - 299,999 sq. ft.		0.50	12.00	3.00	15.50	\$ 59	\$ 128	\$ 1,949	\$ -	0%	\$ 1,900	97%
1.4	300,000+ each additional 25,000 sq. ft.		0.50	0.50	0.25	1.25	\$ 59	\$ 128	\$ 126	\$ -	0%	\$ 100	80%
2	Architectural Review - Industrial Uses - Architectural T.I. (All newly constructed or added space for industrial occupancies classified as CBC Group industrial occupancies not specifically addressed elsewhere in this Fee Schedule)	[12, 13]											
	Square Footage:												
2.1	0 - 10,000 sq. ft.		0.50	2.00	0.45	2.95	\$ 59	\$ 128	\$ 343	\$ -	0%	\$ 300	87%
2.2	10,001 - 30,000 sq. ft.		0.50	2.30	0.45	3.25	\$ 59	\$ 128	\$ 381	\$ -	0%	\$ 300	79%
2.3	30,001 - 60,000 sq. ft.		0.50	2.50	1.00	4.00	\$ 59	\$ 128	\$ 477	\$ -	0%	\$ 400	84%
2.4	60,001 - 100,000 sq. ft.		0.50	2.90	1.50	4.90	\$ 59	\$ 128	\$ 593	\$ -	0%	\$ 500	84%
2.5	100,001 - 199,999 sq. ft.		0.50	3.40	1.50	5.40	\$ 59	\$ 128	\$ 657	\$ -	0%	\$ 600	91%
2.6	200,000 - 299,999 sq. ft.		0.50	3.90	2.00	6.40	\$ 59	\$ 128	\$ 784	\$ -	0%	\$ 700	89%
2.7	300,000+ each additional 25,000 sq. ft.		0.50	0.25	0.25	1.00	\$ 59	\$ 128	\$ 94	\$ -	0%	\$ 90	96%
3	Architectural Review - Commercial Uses - Architectural T.I. (All newly constructed or added space for non-residential occupancies classified as CBC Group A, H, E, I)	[12, 13]											
	Square Footage:												
3.1	0 - 5,000 sq. ft.		0.50	2.30	0.50	3.30	\$ 59	\$ 128	\$ 388	\$ -	0%	\$ 300	77%
3.2	5,001 - 10,000 sq. ft.		0.50	3.50	1.00	5.00	\$ 59	\$ 128	\$ 605	\$ -	0%	\$ 600	99%
3.3	10,001 - 30,000 sq. ft.		0.50	6.70	1.75	8.95	\$ 59	\$ 128	\$ 1,111	\$ -	0%	\$ 1,100	99%
3.4	30,001 - 60,000 sq. ft.		0.50	7.70	2.00	10.20	\$ 59	\$ 128	\$ 1,271	\$ -	0%	\$ 1,200	94%
3.5	60,001 - 100,000 sq. ft.		0.50	8.00	2.50	11.00	\$ 59	\$ 128	\$ 1,373	\$ -	0%	\$ 1,300	95%
3.6	100,001 - 199,999 sq. ft.		0.50	9.00	3.00	12.50	\$ 59	\$ 128	\$ 1,565	\$ -	0%	\$ 1,500	96%
3.7	200,000 - 299,999 sq. ft.		0.50	10.00	4.00	14.50	\$ 59	\$ 128	\$ 1,821	\$ -	0%	\$ 1,800	99%
3.8	300,000 each additional 25,000 sq. ft.		0.50	0.25	0.25	1.00	\$ 59	\$ 128	\$ 94	\$ -	0%	\$ 90	96%
4	Architectural Review - Commercial Uses - Architectural T.I. (All newly constructed or added space for non-residential occupancies classified as CBC Group commercial occupancies not specifically addressed elsewhere in this Fee Schedule)	[12, 13]											
	Square Footage:												
4.1	0 - 5,000 sq. ft.		0.50	1.50	0.50	2.50	\$ 59	\$ 128	\$ 285	\$ -	0%	\$ 200	70%
4.2	5,001 - 10,000 sq. ft.		0.50	2.00	0.50	3.00	\$ 59	\$ 128	\$ 349	\$ -	0%	\$ 300	86%
4.3	10,001 - 30,000 sq. ft.		0.50	2.30	0.75	3.55	\$ 59	\$ 128	\$ 420	\$ -	0%	\$ 400	95%
4.4	30,001 - 60,000 sq. ft.		0.50	2.50	1.00	4.00	\$ 59	\$ 128	\$ 477	\$ -	0%	\$ 400	84%
4.5	60,001 - 100,000 sq. ft.		0.50	2.90	1.25	4.65	\$ 59	\$ 128	\$ 561	\$ -	0%	\$ 500	89%
4.6	100,001 - 199,999 sq. ft.		0.50	3.40	1.50	5.40	\$ 59	\$ 128	\$ 657	\$ -	0%	\$ 600	91%
4.7	200,000 - 299,999 sq. ft.		0.50	3.90	1.75	6.15	\$ 59	\$ 128	\$ 752	\$ -	0%	\$ 700	93%
4.8	300,000 each additional 25,000 sq. ft.		0.50	0.25	0.25	1.00	\$ 59	\$ 128	\$ 94	\$ -	0%	\$ 90	96%

						Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
5	Architectural Review - Commercial Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R (except R-3), or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)	[12, 13]											
	Square Footage:												
5.1	0 - 5,000 sq. ft.		0.50	2.00	0.75	3.25	\$ 59	\$ 128	\$ 381	\$ -	0%	\$ 300	79%
5.2	5,001 - 10,000 sq. ft.		0.50	4.00	1.00	5.50	\$ 59	\$ 128	\$ 669	\$ -	0%	\$ 600	90%
5.3	10,001 - 30,000 sq. ft.		0.50	7.00	2.00	9.50	\$ 59	\$ 128	\$ 1,181	\$ -	0%	\$ 1,100	93%
5.4	30,001 - 60,000 sq. ft.		0.50	8.00	3.00	11.50	\$ 59	\$ 128	\$ 1,437	\$ -	0%	\$ 1,400	97%
5.5	60,000 +		0.50	9.00	4.00	13.50	\$ 59	\$ 128	\$ 1,693	\$ -	0%	\$ 1,600	95%
6	Single Family Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R-3, or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)	[12, 13]											
	Square Footage:												
6.1	0 - 150 sq. ft.		0.50	0.25	0.17	0.92	\$ 59	\$ 128	\$ 83	\$ -	0%	\$ 80	96%
6.2	151 - 1,000 sq. ft.		0.50	0.50	0.25	1.25	\$ 59	\$ 128	\$ 126	\$ -	0%	\$ 120	96%
6.3	1,001 - 2,000 sq. ft.		0.50	0.50	0.33	1.33	\$ 59	\$ 128	\$ 136	\$ -	0%	\$ 130	96%
6.4	2,001 - 4,000 sq. ft.		0.50	1.00	0.58	2.08	\$ 59	\$ 128	\$ 232	\$ -	0%	\$ 230	99%
6.5	4,001 - 4,999 sq. ft.		0.50	1.00	0.75	2.25	\$ 59	\$ 128	\$ 253	\$ -	0%	\$ 250	99%
6.6	5,000 - 5,999 sq. ft.		0.50	1.00	0.91	2.41	\$ 59	\$ 128	\$ 274	\$ -	0%	\$ 270	99%
6.7	6,000+ sq. ft.		0.50	1.50	1.00	3.00	\$ 59	\$ 128	\$ 349	\$ -	0%	\$ 340	97%
7	Tenant Improvement - Non Structural - (Non-structurally remodeled space for occupancies not specifically addressed elsewhere in this Fee Schedule where the structure is not altered)	[12, 13]											
	Square Footage:												
7.1	0 - 1,000 sq. ft.		0.50	1.00	0.50	2.00	\$ 59	\$ 128	\$ 221	\$ -	0%	\$ 220	99%
7.2	1,001 - 5,000 sq. ft.		0.50	1.25	0.67	2.42	\$ 59	\$ 128	\$ 275	\$ -	0%	\$ 270	98%
7.3	5,001 - 10,000 sq. ft.		0.50	1.50	1.00	3.00	\$ 59	\$ 128	\$ 349	\$ -	0%	\$ 340	97%
7.4	10,001 - 20,000 sq. ft.		0.50	2.00	1.00	3.50	\$ 59	\$ 128	\$ 413	\$ -	0%	\$ 410	99%
7.5	20,001 - 29,999 sq. ft.		0.50	2.25	1.20	3.95	\$ 59	\$ 128	\$ 471	\$ -	0%	\$ 470	100%
7.6	30,000 - 39,999 sq. ft.		0.50	2.50	1.80	4.80	\$ 59	\$ 128	\$ 580	\$ -	0%	\$ 570	98%
7.7	40,000 + sq. ft.		0.50	3.00	2.00	5.50	\$ 59	\$ 128	\$ 669	\$ -	0%	\$ 660	99%
8	High Hazard Occupancies - (All newly constructed or added space for storage occupancies classified as CBC Group H or other storage occupancies not specifically addressed elsewhere in this Fee Schedule)	[12, 13]											
	Square Footage:												
8.1	0 - 2,000 sq. ft.		0.50	4.00	1.50	6.00	\$ 59	\$ 128	\$ 733	\$ -	0%	\$ 730	100%
8.2	2,001 - 5,000 sq. ft.		0.50	4.00	2.00	6.50	\$ 59	\$ 128	\$ 797	\$ -	0%	\$ 790	99%
8.3	5,001 - 10,000 sq. ft.		0.50	6.00	2.50	9.00	\$ 59	\$ 128	\$ 1,117	\$ -	0%	\$ 1,100	98%
8.4	10,001 - 25,000 sq. ft.		0.50	8.00	4.50	13.00	\$ 59	\$ 128	\$ 1,629	\$ -	0%	\$ 1,600	98%
8.5	25,001 - 50,000 sq. ft.		0.50	8.00	6.50	15.00	\$ 59	\$ 128	\$ 1,885	\$ -	0%	\$ 1,800	95%
8.6	50,001 - 100,000 sq. ft.		0.50	10.00	9.00	19.50	\$ 59	\$ 128	\$ 2,461	\$ -	0%	\$ 2,400	98%
8.7	100,001 each additional 25,000 sq. ft.		0.50	1.50	0.50	2.50	\$ 59	\$ 128	\$ 285	\$ -	0%	\$ 280	98%

						Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
	<b>Construction Permits</b>												
9	Battery Systems - Deposit	[12, 13]	1.00	2.70	0.50	4.20	\$ 59	\$ 128	\$ 469	\$ 286	61%	\$ 460	98%
10	Cryogenic Fluids - Deposit	[12, 13]	1.00	1.00	1.00	3.00	\$ 59	\$ 128	\$ 315	\$ 286	91%	\$ 310	98%
11	Spraying or Dipping - Deposit	[12, 13]	1.00	1.00	1.00	3.00	\$ 59	\$ 128	\$ 315	\$ 286	91%	\$ 310	98%
12	Temporary Membrane Structures - Deposit	[12, 13]	1.00	0.75	1.00	2.75	\$ 59	\$ 128	\$ 283	\$ 286	101%	\$ 280	99%
13	Gates and barricades across fire apparatus access roads - Deposit	[12, 13]	1.00	0.75	1.00	2.75	\$ 59	\$ 128	\$ 283	\$ 286	101%	\$ 280	99%
14	Hazardous materials	[12, 13]	1.00	2.00	1.50	4.50	\$ 59	\$ 128	\$ 507	\$ 286	56%	\$ 500	99%
15	LP-gas - Deposit	[12, 13]	1.00	1.00	0.75	2.75	\$ 59	\$ 128	\$ 283	\$ 286	101%	\$ 280	99%
16	Smoke control or smoke exhaust systems - Deposit	[12, 13]	1.00	2.00	2.00	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
	<b>Fire Sprinkler Systems</b>												
18	NFPA 13D - Deposits	[7, 12, 13]											
18.1	1-99 sprinklers		1.00	1.00	2.00	4.00	\$ 59	\$ 128	\$ 443	\$ 286	65%	\$ 440	99%
18.2	100-199 sprinklers		1.00	1.50	2.50	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
18.3	200 or more sprinklers (per 100 sprinklers)		1.00	0.00	0.00	1.00	\$ 59	\$ 128	\$ 59	\$ 286	484%	\$ 50	85%
19	NFPA 13R - Deposits	[7, 12, 13]											
19.1	1-99 sprinklers		1.00	1.50	2.50	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
19.2	100-199 sprinklers		1.00	1.75	3.00	5.75	\$ 59	\$ 128	\$ 667	\$ 286	43%	\$ 660	99%
19.3	200 or more sprinklers (per 100 sprinklers)		1.00	2.00	3.50	6.50	\$ 59	\$ 128	\$ 763	\$ 286	37%	\$ 760	100%
20	NFPA 13 - Deposits	[7, 12, 13]											
20.1	1-99 sprinklers		1.00	1.50	2.50	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
20.2	100-199 sprinklers		1.00	1.75	3.00	5.75	\$ 59	\$ 128	\$ 667	\$ 286	43%	\$ 660	99%
20.3	200 or more sprinklers (per 100 sprinklers)		1.00	2.00	3.50	6.50	\$ 59	\$ 128	\$ 763	\$ 286	37%	\$ 760	100%
21	Tenant Improvement	[7]										\$ -	
21.1	Up to 20 heads		1.00	0.25	0.25	1.50	\$ 59	\$ 128	\$ 123	\$ 286	232%	\$ 120	98%
21.2	20-99 heads		1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%
21.3	100-199 heads		1.00	0.75	0.75	2.50	\$ 59	\$ 128	\$ 251	\$ 286	114%	\$ 250	100%
21.4	200 or more heads		1.00	1.25	1.00	3.25	\$ 59	\$ 128	\$ 347	\$ 286	82%	\$ 340	98%
22	In Rack												
22.1	New	[7]	1.00	1.00	0.75	2.75	\$ 59	\$ 128	\$ 283	\$ 286	101%	\$ 280	99%
22.2	TI	[7]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%

Fee No.	Fee Description	Notes	Activity Service Cost Analysis							Cost Recovery Analysis			
			Intake and Processing	Plan Check	Inspection/ Trip	Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
23	Pre Action		1.00	1.50	1.50	4.00	\$ 59	\$ 128	\$ 443	\$ 286	65%	\$ 440	99%
24	Underground fire line												
24.1	Up to 4 appurtenances		1.00	1.00	2.00	4.00	\$ 59	\$ 128	\$ 443	\$ 286	65%	\$ 440	99%
24.2	5 or more appurtenances		1.00	2.00	4.00	7.00	\$ 59	\$ 128	\$ 827	\$ 286	35%	\$ 820	99%
	Fire Alarms												
25	Fire sprinkler monitoring - Deposits	[12, 13]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%
25.1	< 25 Devices		1.00	1.00	0.75	2.75	\$ 59	\$ 128	\$ 283	\$ 286	101%	\$ 280	99%
25.2	25 - 75 devices		1.00	1.50	1.00	3.50	\$ 59	\$ 128	\$ 379	\$ 286	75%	\$ 370	98%
25.3	> 75 Devices		1.00	2.00	1.25	4.25	\$ 59	\$ 128	\$ 475	\$ 286	60%	\$ 470	99%
26	TI – Commercial - Deposits	[12, 13]											
26.1	< 25 Devices		1.00	1.00	1.00	3.00	\$ 59	\$ 128	\$ 315	\$ 286	91%	\$ 310	98%
26.2	25-75 devices		1.00	1.25	2.00	4.25	\$ 59	\$ 128	\$ 475	\$ 286	60%	\$ 470	99%
26.3	>75 Devices		1.00	1.50	3.00	5.50	\$ 59	\$ 128	\$ 635	\$ 286	45%	\$ 630	99%
	Alternative Automatic Extinguishing Systems												
27	Chemical Protection System - Deposits	[12, 13]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%
28	Halon or Clean Agent - Deposits	[12, 13]	1.00	1.00	1.25	3.25	\$ 59	\$ 128	\$ 347	\$ 286	82%	\$ 340	98%
29	High Piled Stock - Deposits	[12, 13]											
29.1	1 - 10,000 sq. ft.		1.00	1.00	1.00	3.00	\$ 59	\$ 128	\$ 315	\$ 286	91%	\$ 310	98%
29.2	10,001 - 50,000 sq. ft.		1.00	1.25	1.25	3.50	\$ 59	\$ 128	\$ 379	\$ 286	75%	\$ 370	98%
29.3	50,001 - 100,000 sq. ft.		1.00	1.25	1.50	3.75	\$ 59	\$ 128	\$ 411	\$ 286	70%	\$ 410	100%
29.4	100,001 - 200,000 sq. ft.		1.00	1.25	1.75	4.00	\$ 59	\$ 128	\$ 443	\$ 286	65%	\$ 440	99%
29.5	200,001 sq. ft. - 300,000 sq. ft.		1.00	1.50	2.00	4.50	\$ 59	\$ 128	\$ 507	\$ 286	56%	\$ 500	99%
29.6	>300,001 sq. ft.		1.00	1.50	2.25	4.75	\$ 59	\$ 128	\$ 539	\$ 286	53%	\$ 530	98%
30	Industrial Oven - Deposit	[12, 13]	1.00	0.50	1.00	2.50	\$ 59	\$ 128	\$ 251	\$ 286	114%	\$ 250	100%
31	Fire Pump - Deposit	[12, 13]	1.00	2.50	1.50	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
32	Fire master plan - Deposit	[12, 13]	1.00	1.50	1.00	3.50	\$ 59	\$ 128	\$ 379	\$ 286	75%	\$ 370	98%
33	Flow Tests per Each Flow - Deposit	[12, 13]	1.00	0.00	0.50	1.50	\$ 59	\$ 128	\$ 123	\$ 286	232%	\$ 120	98%
34	Compressed Gas - Deposit	[12, 13]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%
35	Medical Gas - Deposit	[12, 13]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	\$ 286	153%	\$ 180	96%
36	Battery storage - Deposit	[12, 13]	1.00	1.00	0.50	2.50	\$ 59	\$ 128	\$ 251	\$ 286	114%	\$ 250	100%

Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Activity Service Cost Analysis				Cost Recovery Analysis			
						Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
37	Flammable and Combustible Liquids - Deposit	[12, 13]	1.00	1.50	1.00	3.50	\$ 59	\$ 128	\$ 379	\$ 286	75%	\$ 370	98%
38	Photovoltaic Systems - Deposit	[12, 13]											
38.1	Solar Photovoltaic Systems (Commercial)		1.00	0.75	0.75	2.50	\$ 59	\$ 128	\$ 251	\$ 286	114%	\$ 250	100%
38.2	Solar Photovoltaic Systems (Residential)		1.00	0.50	0.25	1.75	\$ 59	\$ 128	\$ 155	\$ 286	184%	\$ 150	97%
38.3	Solar Photovoltaic Systems (Ground)		1.00	0.25	0.25	1.50	\$ 59	\$ 128	\$ 123	\$ 286	232%	\$ 120	98%
39	Stand Pipes - Deposit	[12, 13]	1.00	1.50	1.50	4.00	\$ 59	\$ 128	\$ 443	\$ 286	65%	\$ 440	99%
40	Fuel Modification - Deposits	[12, 13]											
40.1	Single Structure		1.00	1.00	0.25	2.25	\$ 59	\$ 128	\$ 219	\$ 286	131%	\$ 210	96%
40.2	Community (more than one structure)		1.00	3.00	1.00	5.00	\$ 59	\$ 128	\$ 571	\$ 286	50%	\$ 570	100%
41	Methane Mitigation Admin Fee - Deposit	[12, 13]	1.00	0.00	0.00	1.00	\$ 59	\$ 128	\$ 59	\$ 286	484%	\$ 50	85%
	Plus actual contractor costs												
42	Alternate Methods and Materials - Deposit	[12, 13]	1.00	3.00	0.00	4.00	\$ 59	\$ 128	\$ 443	New	%	\$ 440	99%
43	Temp Roads and Access - Deposit	[12, 13]	1.00	0.50	0.50	2.00	\$ 59	\$ 128	\$ 187	New	%	\$ 180	96%
44	Emergency Vehicle Access - Deposit	[12, 13]	1.00	0.50	0.10	1.60	\$ 59	\$ 128	\$ 136	New	%	\$ 130	96%
45	Emergency responder radio coverage - Deposit	[12, 13]	1.00	0.00	2.00	3.00	\$ 59	\$ 128	\$ 315	New	%	\$ 310	98%
	Plus actual contractor costs												

						Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
	<b>MISCELLANEOUS</b>												
46	After Hours Inspection (per hour at a 2hr minimum)		0.00	0.00	2.00	2.00	\$ 59	\$ 128	\$ 256	New	%	\$ 250	98%
47	After Hours Plan Check (per hour at a 2hr minimum)		0.00	2.00	0.00	2.00	\$ 59	\$ 128	\$ 256	New	%	\$ 250	98%
48	Additional Reinspection (per hour at a 1hr minimum)		0.15	0.00	1.00	1.15	\$ 59	\$ 128	\$ 137	\$ 88	64%	\$ 130	95%
49	Additional Plan Check (each resubmittal) - Deposit		0.15	1.00	0.00	1.15	\$ 59	\$ 128	\$ 137	\$ 94	69%	\$ 130	95%
50	Requested Inspection (per hour at a 2hr minimum)		0.00	0.00	2.00	2.00	\$ 59	\$ 128	\$ 256	\$ 176	69%	\$ 250	98%
51	Expedited Plan Check (per hour at a 1hr minimum)		0.00	2.00	0.00	2.00	\$ 59	\$ 128	\$ 256	\$ 141	55%	\$ 250	98%
52	Code Interpretation (per hour at a 2hr minimum)		0.00	2.00	0.00	2.00	\$ 59	\$ 128	\$ 256	New	%	\$ 250	98%
53	Event Stand By Fee (per hour at a 2hr minimum)	[14]	0.00	0.00	2.00	2.00	\$ 59	\$ 128	\$ 256	\$63-\$114	%	\$ 250	98%
54	False Alarm Response (in a 1 year period) - 3 person rig (first and second incidents are free)												
54.1	3rd Incident		0.25	0.00	0.25	0.50	\$ 352	\$ 352	\$ 176	\$ 192	109%	\$ 170	97%
55	False Alarm Response (in a 1 year period) - 4 person rig (first and second incidents are free)												
55.1	3rd Incident		0.25	0.00	0.25	0.50	\$ 469	\$ 469	\$ 234	\$ 192	82%	\$ 230	98%
56	Failure to Notify - False Alarm Response - 3 person rig (first incident free)	[10]											
56.1	2nd and subsequent incidents		0.25	0.00	0.25	0.50	\$ 469	\$ 469	\$ 234	\$ 192	82%	\$ 230	98%
57	Failure to Notify - False Alarm Response - 4 person rig (first incident free)	[10]											
57.1	2nd and subsequent incidents		0.25	0.00	0.25	0.50	\$ 469	\$ 469	\$ 234	\$ 192	82%	\$ 230	98%
58	Miscellaneous Items Permit (per hour)		1.00	0.00	0.00	1.00	\$ 59	\$ 128	\$ 59	New	%	\$ 50	85%
59	Request for Completion of Forms - (per hour at a 30 minute minimum)		0.50	0.00	0.00	0.50	\$ 59	\$ 128	\$ 30	New	%	\$ 20	68%
<b>Operational Fire Permit Issuance and Processing Fees</b>													
60	Initial Permit Intake and Processing -												
60.1	First Permit		1.00	1.00	0.00	2.00	\$ 59	\$ 128	\$ 187	\$ 156	83%	\$ 180	96%
60.2	Each Additional Permit		0.50	0.00	0.00	0.50	\$ 59	\$ 128	\$ 30	\$ 126	427%	\$ 20	68%
61	Renewal Permits												
61.1	First Permit		1.00	0.00	0.00	1.00	\$ 59	\$ 128	\$ 59	\$ 128	217%	\$ 50	85%
61.2	Each Additional Permit		0.50	0.00	0.00	0.50	\$ 59	\$ 128	\$ 30	\$ 114	386%	\$ 20	68%
62	Permit Inspection - Per Hour		0.00	0.00	1.00	1.00	\$ 59	\$ 128	\$ 128	New	%	\$ 120	94%
<b>Life Safety Inspections</b>													
63	Life Safety Inspection (small business)		1.00	0.00	0.50	1.50	\$ 59	\$ 128	\$ 123	\$ 136	111%	\$ 120	98%
63.1	1/2 hour minimum - Flat Fee					0.50	\$ 59	\$ 128	\$ 64				
64	Life Safety Inspection (large business)		1.00	0.00	1.00	2.00	\$ 59	\$ 128	\$ 187	\$ 136	73%	\$ 180	96%
64.1	1/2 hour minimum - Flat Fee					0.50	\$ 59	\$ 128	\$ 64				
65	Additional re-inspection hours (billed in 1/2 hour increments)		0.00	0.00	0.50	0.50	\$ 59	\$ 128	\$ 64	\$ 68	106%	\$ 60	94%

Fee No.	Fee Description	Notes	Intake and Processing	Plan Check	Inspection/ Trip	Activity Service Cost Analysis				Cost Recovery Analysis			
						Estimated Average Labor Time Per Activity (hours)	FBHR - Intake & Processing	FBHR - PC & Insp	Cost of Service Per Activity	Current Fee / Deposit	Existing Cost Recovery %	Recommended Fee Level / Minimum Deposit [12]	Recommended Cost Recovery % [15]
	Fire Service Connection charges are applicable to all new construction where fire service is to be installed, with the charge payable at the time the Building Permit is issued by the City.												
	Fire service connection fees are buy-in fees used to recover the cost of existing reservoir storage and water system capacity for private fire systems. The connection fee for fire service connection is as follows:												
	4" connection \$3,562												
	6" connection \$4,987												
	8" connection \$6,484												
	10" connection \$9,337												
	12" connection \$9,337												
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.												

[Notes]

- [1] Sourced from "master\_fee\_schedule\_effective\_july\_1\_2014" PDF.
- [2] Sourced from [Building Permit Revenue Analysis FYE15].
- [3] Fine/Penalty not analyzed by NBS
- [4] Time estimates from "Copy of Brea Fire TimestimatesVol tocilent 051716.xlsx"
- [5] Fire Code Permits Time Estimates from "Brea Fire TimestimatesVol tocilent 060916.xlsx"
- [6] Volume sourced from excel file "Permit Count 6-1-16"
- [7] Includes Rough and final inspections
- [8] The City charges a Paramedic Assessment Fee for all medical aid dispatches. This co
- [9] These are operational Fire Code Permits - Cost for Administrative Permit. Cost for ir
- [10] Not a penalty - cost incurred when a false alarm is triggered but the system is being
- [11] Cost for first permit, additional intake/processing per permit renewal, additional plan check/inspection is per hour
- [12] Currently, the Initial Deposit amount is determined at time of submittal.
- [13] This fee is in addition to intake and processing fees
- [14] Depending on position
- [15] Deposit activities are charged on an hourly basis, and are

## ***APPENDIX A.4***

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### ***Cost of Service Analysis – Public Works***



						Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check Review	Insp.	Total	Intake and Processing - Fully Burdened Hourly Rate	Plan Check - Fully Burdened Hourly Rate	Inspection - Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Deposit Amount [10]	Existing Cost Recovery	Recommended Deposit Amount	Recommended Cost Recovery
1	PUBLIC WORKS PLAN REVIEW FEES													
1.1	Subdivision Fees (Deposit)													
	Final Parcel Maps Review Base Fee													
	Public Works		2.00	20.00	0.00	22.00	\$ 48	\$ 174	\$ 171	3,573				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		2.00	21.00	0.00	23.00				\$ 3,709	\$ 2,500	67%	\$ 3,500	94%
1.2	Plus per parcel													
	Public Works		0.00	1.00	0.00	1.00	\$ 48	\$ 174	\$ 171	174				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	2.00	0.00	2.00				\$ 310	n/a	%	\$ 300	97%
1.3	Plus Actual Consultant Cost													
2	Final Tract Maps Review Base Fee (Deposit)													
	Public Works		3.00	20.00	0.00	23.00	\$ 48	\$ 174	\$ 171	3,621				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		3.00	21.00	0.00	24.00				\$ 3,757	\$ 2,500	67%	\$ 3,500	93%
2.1	Plus 1 - 10 lots													
	Public Works		0.00	10.00	0.00	10.00	\$ 48	\$ 174	\$ 171	1,739				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	11.00	0.00	11.00				\$ 1,875	n/a	%	\$ 1,500	80%
2.2	Plus 11 - 20 lots													
	Public Works		0.00	16.00	0.00	16.00	\$ 48	\$ 174	\$ 171	2,782				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	17.00	0.00	17.00				\$ 2,918	n/a	%	\$ 2,500	86%
2.3	Plus 21 - 30 lots													
	Public Works		0.00	20.00	0.00	20.00	\$ 48	\$ 174	\$ 171	3,478				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	21.00	0.00	21.00				\$ 3,614	n/a	%	\$ 3,000	83%
2.4	Plus 31 - 40 lots													
	Public Works		0.00	22.00	0.00	22.00	\$ 48	\$ 174	\$ 171	3,826				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	23.00	0.00	23.00				\$ 3,961	n/a	%	\$ 3,500	88%
2.5	Plus 41+ lots													
	Public Works		0.00	24.00	0.00	24.00	\$ 48	\$ 174	\$ 171	4,173				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		0.00	25.00	0.00	25.00				\$ 4,309	n/a	%	\$ 4,000	93%
2.6	Plus Actual Consultant Cost													
3	Certification of Compliance (Deposit)		2.00	6.00	0.00	8.00	\$ 48	\$ 174	\$ 171	1,139	\$ 1,000	88%	\$ 1,000	88%
3.1	Plus Actual Consultant Cost													
4	Certificate of Correction (Deposit)		1.00	3.00	0.00	4.00	\$ 48	\$ 174	\$ 171	569	\$ 1,000	176%	\$ 500	88%
4.2	Plus Actual Consultant Cost													
5	Amendment of Final Map (Deposit)													
	Public Works		1.00	12.00	0.00	13.00	\$ 48	\$ 174	\$ 171	2,134				
	Planning		0.00	1.00	0.00	1.00	\$ 136	\$ 136	\$ 136	136				
	Subtotal		1.00	13.00	0.00	14.00				\$ 2,270	\$ 1,000	44%	\$ 2,000	88%
5.1	Plus Actual Consultant Cost													
6	Reversion to Acreage (Deposit)		1.00	12.00	0.00	13.00	\$ 48	\$ 174	\$ 171	2,134	\$ 1,000	47%	\$ 2,000	94%
	Plus Actual Consultant Cost													

						Activity Service Cost Analysis					Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check Review	Insp.	Total	Intake and Processing - Fully Burdened Hourly Rate	Plan Check - Fully Burdened Hourly Rate	Inspection - Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Deposit Amount [10]	Existing Cost Recovery	Recommended Deposit Amount	Recommended Cost Recovery
7	Sale of Maps & Publications													
	Miscellaneous Filing & Certification Fees													
	Lot Line Adjustment Base Fee (Deposit)													
	Public Works		2.00	10.00	0.00	12.00	\$ 48	\$ 174	\$ 171	1,834				
	Planning		0.00	2.00	0.00	2.00	\$ 136	\$ 136	\$ 136	272				
	Building		0.00	1.00	0.00	1.00	\$ 183	\$ 183	\$ 183	183				
	Subtotal		2.00	13.00	0.00	15.00				\$ 2,289	\$ 1,500	66%	\$ 2,000	87%
7.1	Plus City Attorney and/or Outside Consultant Actual Cost													
8	Lot Merger Base Fee (Deposit)													
	Public Works		2.00	10.00	0.00	12.00	\$ 48	\$ 174	\$ 171	1,834				
	Planning		0.00	2.00	0.00	2.00	\$ 136	\$ 136	\$ 136	272				
	Building		0.00	1.00	0.00	1.00	\$ 183	\$ 183	\$ 183	183				
	Subtotal		2.00	13.00	0.00	15.00				\$ 2,289	\$ 1,000	44%	\$ 2,000	87%
	Plus City Attorney and/or Outside Consultant Actual Cost													
9	Vacation of Easement for Public Street or Utility (Deposit)		2.00	20.00	0.00	22.00	\$ 48	\$ 174	\$ 171	3,573	\$ 2,500	70%	\$ 3,500	98%
9.1	Plus News Paper Advertisement, City Attorney and/or Outside Consultant Actual Cost													
10	Quit Claim / Summary Vacation (Deposit)		2.00	20.00	0.00	26.00	\$ 48	\$ 174	\$ 171	3,573	\$ 1,500	42%	\$ 3,500	98%
	Plan Review													
11	Engineering Plan Check Base Fee Per Application - City Cost - (Deposit)		6.00	0.00	0.00	6.00	\$ 48	\$ 174	\$ 171	286	New	%	\$ 250	87%
11.1	Plus Per Sheet		0.00	4.00	0.00	4.00	\$ 48	\$ 174	\$ 171	696	New	%	\$ 500	72%
11.2	Plus Actual Consultant Cost and Inspection Cost													
12	Drainage (Hydrology and Hydraulic) Report - City Admin Cost (Deposit)	[11]	0.00	3.00	0.00	3.00	\$ 48	\$ 174	\$ 171	522	\$ -	0%	\$ 1,000	192%
12.1	Plus Actual Consultant Cost and Inspection Cost													
13	Sewer Study - City Admin Cost (Deposit)	[11]	0.00	3.00	0.00	3.00	\$ 48	\$ 174	\$ 171	522	\$ -	0%	\$ 500	96%
13.1	Plus Actual Consultant Cost and Inspection Cost													
MISCELLANEOUS REVIEW FEES														
14	Traffic Studies - Deposit	[11]												
14.1	Traffic Studies - City Admin Cost		2.00	0.00	0.00	2.00	\$ 48	\$ 174	\$ 171	95	\$ -	0%	\$ 500	524%
14.2	Plus Actual Consultant Cost and Inspection Cost													
15	Special Technical Report Review Fee - Deposit		1.00	14.00	0.00	15.00	\$ 48	\$ 174	\$ 171	2,482	\$ -	0%	\$ 2,000	81%
16	Special Agreement (Deposit)													
16.1	Encroachment License Agreement (Deposit)		1.00	6.00	0.00	7.00	\$ 48	\$ 174	\$ 171	1,091	\$ -	0%	\$ 1,000	92%
16.2	Site Restoration and Maintenance Agreement - City Admin Cost		1.00	9.00	0.00	10.00	\$ 48	\$ 174	\$ 171	1,613	\$ -	0%	\$ 1,500	93%
16.3	Plus Actual Consultant Cost and Inspection Cost													
16.3	Miscellaneous Agreement (Deposit)		1.00	14.00	0.00	15.00	\$ 48	\$ 174	\$ 171	2,482	\$ -	0%	\$ 2,000	81%
17	Subdivision Agreement Time Extension (Deposit)		1.00	8.00	0.00	9.00	\$ 48	\$ 174	\$ 171	1,439	\$ -	0%	\$ 1,000	69%

							Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check Review	Insp.	Total	Intake and Processing - Fully Burdened Hourly Rate	Plan Check - Fully Burdened Hourly Rate	Inspection - Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Deposit Amount [10]	Existing Cost Recovery	Recommended Deposit Amount	Recommended Cost Recovery
18	Subdivision Improvement Security Reduction (Deposit)		1.00	16.00	0.00	17.00	\$ 48	\$ 174	\$ 171	2,830	\$ -	0%	\$ 2,000	71%
19	<b>Environmental Services</b> NPDES Plan Check Fee (WQMP) Intake and Processing (Deposit)	[11]	1.00	0.00	0.00	1.00	\$ 48	\$ 174	\$ 171	48	\$ -	0%	\$ 45	94%
19.1	Plus Actual Consultant Cost and Inspection Cost													
20	NPDES Construction Inspection Fee (Deposit)	[11]												
20.1	< 10 acres		1.00	0.00	1.00	2.00	\$ 48	\$ 174	\$ 171	219	\$ -	0%	\$ 200	91%
20.3	10 - 25 acres		1.00	0.00	1.50	2.50	\$ 48	\$ 174	\$ 171	305	\$ -	0%	\$ 300	98%
20.4	> 25 acres		1.00	0.00	2.00	3.00	\$ 48	\$ 174	\$ 171	390	\$ -	0%	\$ 350	90%
20.5	Plus Actual Consultant Cost and Inspection Cost													
21	Public Works Permit Issuance Fee (Flat)		0.50	0.00	0.00	0.50	\$ 48	\$ 174	\$ 171	24	\$ 50	210%	\$ 24	100%
	<b>PUBLIC WORKS PERMIT AND INSPECTION FEES FOR DEVELOPMENT RELATED WORK</b>													
22	Engineering Inspection (Deposit)													
22.1	0 - 5 days		2.00	0.00	10.00	12.00	\$ 48	\$ 174	\$ 171	1,808	\$ 1,500	83%	\$ 1,500	83%
22.2	6 - 10 days		2.00	0.00	20.00	22.00	\$ 48	\$ 174	\$ 171	3,520	\$ 1,500	43%	\$ 3,000	85%
22.3	11 - 20 days		2.00	0.00	30.00	32.00	\$ 48	\$ 174	\$ 171	5,233	\$ 1,500	29%	\$ 5,000	96%
22.5	21 - 30 days		2.00	0.00	40.00	42.00	\$ 48	\$ 174	\$ 171	6,945	\$ 5,000	72%	\$ 7,000	101%
22.6	31 + Days		2.00	0.00	200.00	202.00	\$ 48	\$ 174	\$ 171	34,345	\$ 10,000	29%	\$ 30,000	87%
	<b>PUBLIC WORKS PERMIT AND INSPECTION FEES FOR NON-DEVELOPMENT RELATED WORK</b>													
	<b>Public Works Inspection Fees</b>													
23	Public Works Permit Application Fee (Flat)		0.50	0.00	0.00	0.50	\$ 48	\$ 174	\$ 171	24	\$ -	0%	\$ 24	100%
24	<b>TRENCH EXCAVATION AND BACKFILL</b>													
24.1	One Water Service Connection (Flat)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 177	34%	\$ 500	97%
24.2	Two or More W.S. Connections (Deposit)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 177	34%	\$ 500	97%
24.3	One Fire Service Connection (Flat)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 265	51%	\$ 500	97%
24.4	Two or More F.S. Connections (Deposit)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 265	51%	\$ 500	97%
24.5	One Sewer Lateral Connection (Flat)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 265	51%	\$ 500	97%
24.6	Two or More S.L. Connections (Deposit)		0.00	1.00	2.00	3.00	\$ 48	\$ 174	\$ 171	516	\$ 265	51%	\$ 500	97%
25	<b>Curb and Gutter</b>	[9]												
25.1	50 linear feet or less (Flat)		0.00	0.00	3.00	3.00	\$ 48	\$ 174	\$ 171	514	\$ 176	34%	\$ 500	97%
25.2	51+ linear feet (project inspection deposit)		0.00	0.00	3.00	3.00	\$ 48	\$ 174	\$ 171	514	\$ 264	51%	\$ 500	97%
26	<b>Curb Core</b>	[9]												
26.1	One to Three (Flat)		0.00	0.00	1.00	1.00	\$ 48	\$ 174	\$ 171	171	\$ 44	26%	\$ 130	76%
26.2	Four or More (project inspection deposit)		0.00	0.00	3.00	3.00	\$ 48	\$ 174	\$ 171	514	\$ 132	26%	\$ 500	97%
27	<b>Sidewalk</b>	[9]												
27.1	0 to 250 square feet (Flat)		0.00	0.00	3.00	3.00	\$ 48	\$ 174	\$ 171	514	\$ 88	17%	\$ 500	97%
27.2	251+ square feet (project inspection deposit)		0.00	0.00	3.00	3.00	\$ 48	\$ 174	\$ 171	514	\$ 88	17%	\$ 500	97%
28	<b>Parkway Paving</b>	[9]												
28.1	Frontage (1 lot) (Flat)		0.00	0.00	1.00	1.00	\$ 48	\$ 174	\$ 171	171	\$ 88	51%	\$ 130	76%
28.2	Two or More Lots (Deposit)		0.00	0.00	3.00	5.00	\$ 48	\$ 174	\$ 171	869	\$ 176	20%	\$ 500	58%

							Activity Service Cost Analysis				Cost Recovery Analysis			
Fee No.	Fee Description	Notes	Intake and Processing	Plan Check Review	Insp.	Total	Intake and Processing - Fully Burdened Hourly Rate	Plan Check - Fully Burdened Hourly Rate	Inspection - Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Deposit Amount [10]	Existing Cost Recovery	Recommended Deposit Amount	Recommended Cost Recovery
<b>29</b>	<b>Drive Approach</b>	[9]												
<b>29.1</b>	One Residential Driveway (Flat)		0.00	0.00	2.00	2.00	\$ 48	\$ 174	\$ 171	<b>342</b>	\$ 176	51%	\$ 342	100%
<b>29.2</b>	Two or More Res. Driveways (Deposit)		0.00	0.00	4.00	4.00	\$ 48	\$ 174	\$ 171	<b>685</b>	\$ 176	26%	\$ 500	73%
<b>29.3</b>	One Commercial or Industrial Driveway (Flat)		0.00	0.00	4.00	4.00	\$ 48	\$ 174	\$ 171	<b>685</b>	\$ 264	39%	\$ 685	100%
<b>29.4</b>	Two or More Comm. or Ind. Driveways (Deposit)		0.00	0.00	4.00	4.00	\$ 48	\$ 174	\$ 171	<b>685</b>	\$ 264	39%	\$ 1,000	146%
<b>29.5</b>	One Widen Existing Drive Approach (Flat)		0.00	0.00	2.00	2.00	\$ 48	\$ 174	\$ 171	<b>342</b>	\$ 88	26%	\$ 342	100%
<b>29.6</b>	Two or More W.E. Driveways (Deposit)		0.00	0.00	4.00	4.00	\$ 48	\$ 174	\$ 171	<b>685</b>	\$ 88	13%	\$ 1,000	146%
	<b>Other Related Inspection and Permit Fees</b>	[9]												
<b>30</b>	Permit, not otherwise specified, requiring review by City Engineering Dept. - Per Hour		0.00	1.00	0.00	1.00	\$ 48	\$ 174	\$ 171	<b>174</b>	\$ 94	54%	\$ 174	100%
<b>31</b>	Inspection outside of normal business hours per hr. (2 hr. min)		0.00	0.00	2.00	2.00	\$ 48	\$ 174	\$ 171	<b>342</b>	\$ 132	39%	\$ 342	100%
<b>32</b>	Call-Back of Inspectors per hr. (2 hr. min)		0.00	2.00	0.00	2.00	\$ 48	\$ 174	\$ 171	<b>348</b>	\$ 88	25%	\$ 348	100%
<b>33</b>	Inspection for which no fee is specifically indicated per hr.		0.00	0.00	1.00	1.00	\$ 48	\$ 174	\$ 171	<b>171</b>	\$ 88	51%	\$ 171	100%
<b>34</b>	<b>Public Works Permit Plan Check and Inspection Deposit</b>	[6]												
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.													

[Notes]

- [1] Sourced from "master fee schedule effective july 1 2014" PDF.
- [2] Sourced from [Building Permit Revenue Analysis FYE15].
- [3] Fine/Penalty not analyzed by NBS
- [4] Time Estimates from "brea engineering time data 1 6-13-2016.pdf" "brea engineering time data 2 6-13-2016.pdf" "brea engineering time data 3 6-13-2016.pdf"
- [5] Volume sourced from files in client email 6.10.16
- [6] Master Fee Place Holder, Not analyzed by NBS
- [7] Includes 1 check and 1 re-check
- [8] Includes 1 Inspection and 1 re-inspection
- [9] Fee Combined with City Permit Issuance Fee
- [10] All are deposit based fee, there is no minimum requirement
- [11] Deposit includes cost to pay consultant

## ***APPENDIX B.1***

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### ***Comparison Hourly Rate Survey***

**City of Brea**  
**Comparison Hourly Rate Survey<sup>(1)</sup>**

Date Prepared: August 15, 2017

**Appendix B. 1**

Description	City of Brea			Comparative Agencies				
	Current Hourly Rate	Full Cost Recovery Hourly Rate	Recommended Hourly Rate Policy	City of Fullerton	City of Yorba Linda	City of La Habra	City of Anaheim	City of Buena Park
<b><u>Planning</u></b>				Most fees are fixed. Permits charged on an hourly basis are as follows: \$65/hr \$36-\$45/hr	\$108/hr for all staff	\$132/hr for all staff	\$181/hr for all staff	No hourly rates listed
Management	\$126/hr	\$201/hr	\$201/hr					
Technical /Plan Check	\$94/hr	\$136/hr	\$136/hr					
<b><u>Building</u></b>				Most fees are fixed. Permits charged on an hourly basis are as follows: N/A None listed \$123/hr for 1st hour, then \$94/hr for ea add'l hour	Most fees are fixed. Permits charged on an hourly basis are as follows: N/A \$83/hr \$83/hr		No hourly rates listed	No hourly rates listed
Management	\$126/hr	\$253/hr	\$253/hr					
Technical /Plan Check	\$94/hr	\$183/hr	\$183/hr					
Inspection	\$88/hr	\$161/hr	\$161/hr			\$127/hr		
<b><u>Engineering</u></b>				No hourly rates listed	\$106/hr for all staff	No hourly rates listed	None listed \$145/hr \$127/hr	Most fees are fixed. Permits charged on an hourly basis are as follows: None listed \$65/hr \$55/hr
Management	\$126/hr	\$175/hr	\$175/hr					
Technical /Plan Check	\$94/hr	\$174/hr	\$174/hr					
Inspection	\$88/hr	\$171/hr	\$171/hr					
<b><u>Fire Prevention</u></b>				Most fees are fixed. Permits charged on an hourly basis are as follows: N/A None listed \$123/hr for 1st hour, then \$94/hr for ea add'l hour	OCFA <sup>(2)</sup> - \$195/hr for those permits charged on an hourly basis.	No hourly rates listed	None listed \$64-\$116/hr \$64-\$220/hr	OCFA <sup>(2)</sup> - \$195/hr for those permits charged on an hourly basis.
Management	N/A	N/A	N/A					
Technical /Plan Check	\$94/hr	\$128/hr	\$128/hr					
Inspection	\$88/hr	\$128/hr	\$128/hr					

(1) For those permits charged on an hourly basis as opposed to a fixed fee

(2) City contracts with Orange County Fire Authority for fire services.

## ***APPENDIX B.2***

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### ***Fixed Fee/Deposit Amount Survey***

**City of Brea**  
**Fixed Fee/Deposit Amount Survey<sup>(1)</sup>**

Date Prepared: August 15, 2017

Appendix B, B

Description	City of Brea			Comparative Agencies				
	Current Fee <sup>(2)</sup>	Full Cost Recovery	Recommended Fee	City of Fullerton	City of Yorba Linda <sup>(3)</sup>	City of La Habra	City of Anaheim	City of Buena Park <sup>(3)</sup>
<b>Planning</b>								
Temporary Signs	\$50	\$89	\$75	\$88	\$50	\$32	\$181	\$25
<b>Building<sup>(4)</sup></b>								
Tenant Improvement (1,000 SF, Value - \$30,000)	\$450	\$4,000 (Deposit)	\$2,000 (Deposit)	\$1,075	\$677	\$863	\$2,282	\$484
Residential Addition (499 SF; Value - \$50,000)	\$750	\$4,000 (Deposit)	\$2,000 (Deposit)	\$942	\$848	\$1,921	\$1,398	\$763
Residential Re-Roof (2,500 SF, Value - \$16,000)	\$264	\$1,000 (Deposit)	\$500 (Deposit)	\$185	\$422	\$546	\$273	\$152
Block Wall (6' height/50' length; Value - \$5,000)	\$358	\$1,000 (Deposit)	\$500 (Deposit)	\$305	\$248	\$417	\$194	\$109
Water Heater (Value - \$1,500)	\$88	\$290	\$100	\$42	\$62	\$32	\$148	\$25
<b>Engineering</b>								
250 SF Sidewalk Replacement (5-ft wide)	\$88	\$390	\$390	\$322	\$159	\$297	\$450 (Deposit)	\$195
One Driveway Approach	\$88	\$390	\$390	\$322	\$159	\$418	\$145 (Deposit)	\$195
One 2" Water Service	\$176	\$564	\$564	\$1,190	Deposit (amount determined by staff)	\$350	\$900 (Deposit)	\$195
Tract Map (30 lots)	\$4,230 (Deposit)	\$6,500 (Deposit)	\$6,500 (Deposit)	\$10,000 (Deposit)	Deposit (amount determined by staff)	\$1,651	\$5,000 (Deposit)	\$1,950
Lot Line Adjustment	\$1,500 (Deposit)	\$2,000 (Deposit)	\$2,000 (Deposit)	\$825	\$500 (Deposit)	\$4,664	\$2,500 (Deposit)	\$590 (Deposit)
<b>Fire</b>								
Annual Fire Operational Permits <sup>(4)</sup>								
Issuance - 1st Permit/Each Add'l Permit	\$156/\$126	\$187/\$30, plus \$128/hr for inspection \$59/\$30, plus	\$187/\$30, plus \$128/hr for inspection \$59/\$30, plus	\$25-\$496 Same as issuance fee	\$156 - \$900	\$35-\$1,917 Same as issuance fee	\$0-\$64	\$156 - \$900
Renewal - 1st Permit/Each Add'l Permit	\$128/114	\$128/hr for inspection	\$128/hr for inspection		\$138 - \$501		\$0-\$64	\$138 - \$501

(1) Comparison of typical fees. All fees are fixed amounts unless otherwise noted. Amounts listed for deposits represent any processing fees, plus the initial deposit for actual time to be charged on a hourly basis.

(2) Deposit amounts that are typically determined at time of plan submittal have been calculated based on current hourly rates and the typical number of hours needed to process the permit as outlined in this study.

(3) City contracts with Orange County Fire Authority for fire services.

(4) Full Cost Recovery deposit is based on a highest time estimate. The recommended deposit is based on a mid-range cost. The permittee would still be charged actual time and pay an additional fee if the amount exceeds the initial deposit.

(5) Annual Fire Permit Fees include inspection cost unless otherwise noted as an additional cost.



## City of Brea

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### **COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Public Hearing to Consider Resolution Increasing Existing Fees for Certain City Services

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### **RECOMMENDATION**

Adopt resolution increasing existing fees for certain City services.

### **BACKGROUND/DISCUSSION**

The City of Brea provides a wide range of services which are of general benefit to the public. Examples of these are the maintenance of streets and parks, and police, fire and paramedic response. The City also provides a number of services that benefit a specific user or users of those services.

When a service that is provided benefits a particular user of that service, it is appropriate to charge a fee to recover all or a portion of the cost of providing that service. When the full cost of providing that service is not recovered from the user, it is necessary to subsidize the cost of that service by using general benefit tax dollars that would otherwise be available to support fundamental City-wide services such as street maintenance and police and fire services. The application of user fees is not only an issue of equity in terms of who bears the financial burden for program and service costs, but is also good budget practice in that it better addresses the cost of conducting business in a changing environment. This reasoning also applies to user fees charged in Enterprise Funds such as: the Urban Runoff (410), Water Utility (420), Sewer Utility (430), and Sanitation & Street Sweeping (440) Funds.

To maintain a sound fiscal plan, it is important that fees be reviewed and/or updated on a regular basis. The regular review process is currently applied for all City fees during each budget process to ensure that no fee goes unexamined for a long period of time. Doing so ensures that the City of Brea is keeping pace with internal and external changes that create a financial impact upon City programs and services.

During preparation of the FY 2018-19 Budget, all City user fees were evaluated based upon an analysis of the cost of providing the service, date of last review and/or update, and demand for the program or service relative to resources necessary to provide said program or service except those being evaluated as part of the fee study. Staff is recommending changes (increases and decrease) to certain existing user fees for the applicable programs and services as delineated in Exhibit A to the proposed resolution.

The update of these fees was discussed with the City Council during the Budget Workshop

conducted on May 15, 2018. These fees were also discussed at the June 21, 2018 Public Hearing. Based upon City Council feedback, the Technology Fee was removed from this staff report and placed with other development related fees. City Council requested that these fees also be brought back with the development related fees.

The Alarm System Permit Application (Commercial) fee is recommended to be reduced. The current fee is \$50 and the proposed fee is \$30. This reduction aligns the Commercial Alarm System Permit Application fee with the Residential Alarm System Permit Application fee since both these processes are similar and require the same processing time. However, this alignment will decrease annual collection for this fee by approximately \$19,480 annually.

A number of fees presented are recommended to be increased in Utility Billing. With the exception of the New Account/Application, Delinquent Service Charge, Hang Tag Charge and Water Shut-off Charge, these increases will affect a limited number of customers.

A question/statement arose at the June 21st meeting that indicated that these services are already included in the customer water rates. In response to and mentioned earlier in this staff report, these revenues are included in the rates; however, if revenue collected for these services better meet the actual costs less is absorbed by the rate payers. These fees are specific to user and, in general, should be bore by that user to alleviate the overall burden on the rate payers.

Attached to this staff report is a description of each fee that is being proposed for adjusting. Also, included in the Resolution - Exhibit A are other water related fees listed which have no changes. This is a housekeeping item to separate miscellaneous water fees from the normal water rate resolution that is presented to City Council from time to time.

All fee adjustments would be effective October 1, 2018.

### **FISCAL IMPACT/SUMMARY**

Adoption of the resolution and implementation of the associated fee schedule will result in additional cost recovery for providing the specified services. Based on a similar volume of services, this would result in an estimated decrease of \$10,163 in General Fund (110) due to the reduction of the Commercial Alarm System Permit Fee, a \$8,494 increase in Urban Runoff Fund (410) and a \$190,748 increase in Water Utility Fund (420) revenues annually.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Management Analyst

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Resolution

Exhibit A

Fees Descriptions

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## **RESOLUTION NO. 2018-048**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA INCREASING EXISTING FEES FOR CERTAIN CITY SERVICES**

#### **A. RECITALS:**

(i) The City Council has heretofore established fees for the provision of certain municipal services provided Citywide and by the Administrative Services Department, Police Services Department, and Public Works Department of the City. Costs to the City for providing these services have increased since their establishment.

(ii) Of the services provided by the departments referenced above, some services have been provided at a cost lower than the costs of providing such service, causing loss to the City and further increasing its financial burdens.

(iii) It is the intent of the City Council in adopting this Resolution to increase certain existing fees to more accurately reflect the current costs of providing such services, and to establish fees to offset the expense of providing those certain services.

(iv) On August 21, 2018, the City Council conducted a duly noticed public hearing concerning the fees increased in this Resolution.

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

#### **B. RESOLUTION:**

NOW, THEREFORE, be it is found, determined and resolved by the City Council of the City of Brea as follows:

August 21, 2018  
**RESO. 2018-048**

1. All facts set forth in the Recitals, Part A, of this Resolution are true and correct.

2. The fee adjustments provided in this resolution shall become effective on October 1, 2018.

3. The City Council hereby approves and adopts the fees for certain services set forth in Exhibit "A" attached hereto and hereby incorporated by reference. Any and all provisions of prior resolutions of the City Council of the City of Brea establishing or modifying fees for the services set forth in Exhibit "A" are hereby repealed and replaced with the fees set forth in said Exhibit provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity.

4. The fee amounts set forth in Exhibit "A" do not exceed the actual costs to the City of Brea in providing certain services.

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

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of August, 2018.

\_\_\_\_\_  
Glenn Parker, Mayor

ATTEST: \_\_\_\_\_  
Lillian Harris-Neal  
City Clerk

August 21, 2018  
**RESO. 2018-048**

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 21<sup>st</sup> day of August, 2018, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATED: \_\_\_\_\_

\_\_\_\_\_  
Lillian Harris-Neal, City Clerk

August 21, 2018  
**RESO. 2018-048**

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## ***USER FEES – Exhibit A***

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### **Citywide**

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<b><u>Service Fee/License/Permit</u></b>	<b><u>Current Fee</u></b>	<b><u>Proposed Fee</u></b>
Research Assistance Fee	\$16	\$38

### **Administrative Services Department**

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<b><u>Service Fee/License/Permit</u></b>	<b><u>Current Fee</u></b>	<b><u>Proposed Fee</u></b>
Water Utility		
New Account/Application Fee	\$20	\$45
Delinquent Service Charge (“Late Fee”)	10% of <i>Outstanding bill</i> Up to \$25	10% of <i>Outstanding bill</i>
Lock-On Meter Fee	N/A	\$40
Cut Lock/Broken Lock/Missing Lock	\$30	\$60
Water Meter Damage (Intentional)	\$100	\$120 <i>Plus cost of Equipment</i>
Broken Angle Stop	\$30	\$45 per hour <i>Plus cost of Equipment</i>
Broken or Missing Meter Register	\$35	\$45 per hour <i>Plus cost of Equipment</i>
Unauthorized Use of Hydrant for Filling Water Truck	\$200 <i>Plus cost of Water</i>	\$350 <i>Plus cost of Water</i>
Meter Re-Reads & Efficiency Checks <i>(Customer Initiated Requests)</i>	\$30	\$55
Hang Tag Charges	\$20	\$30
Water Shut Off Charge	Varies	\$65
Temporary Construction Meter Processing Fee	N/A	\$100
Construction Water Use of City Equipment (Security Deposit)	\$1,900	\$2,650

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## ***USER FEES – Exhibit A***

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### **Administrative Services Department (Continued)**

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<b><u>Service Fee/License/Permit</u></b>	<b><u>Current Fee</u></b>	<b><u>Proposed Fee</u></b>
Return Item Charge	up to \$35	up to \$35
After Hours Service	\$90	\$90
Past Due Notice	\$10	\$10
Security Deposit for Delinquent Account	\$150	\$150
Monthly Maintenance Fee for Accounts with Backflow Devices	\$7	\$7
Unauthorized turn-on or turn-off Meter Register	\$30	\$30

### **Police Services Department**

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<b><u>Service Fee/License/Permit</u></b>	<b><u>Current Fee</u></b>	<b><u>Proposed Fee</u></b>
Alarm System Permit Application		
Residential	\$25	\$30
Commercial	\$50	\$30
Digital Photos/Videos	\$25	\$35
Booking Fees	\$297	\$310

### **Public Works Department**

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<b><u>Service Fee/License/Permit</u></b>	<b><u>Current Fee</u></b>	<b><u>Proposed Fee</u></b>
NPDES Inspection	\$88/hr	\$129/hr (effective 10/1/18) \$171/hr (effective 7/1/19)



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## ***USER FEES – Exhibit A***

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Fats, Oils and Grease (FOG) Inspection

\$88/hr

\$129/hr *(effective 10/1/18)*

\$171/hr *(effective 7/1/19)*

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## USER FEE DESCRIPTIONS

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### Citywide

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#### Research Assistance Fee

This fee is collected primarily from consulting companies requesting account history on behalf of clients who are typically Commercial/Industrial Water Customers. The request includes data for a one to three year period. This information is not a public record and due to confidentiality of the information requested, staff must obtain a Letter of Authorization from the utility bill customer for which the information is requested. The typical estimated time to process such a request is 57 minutes.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2008-065      Current Annual Revenue: \$900

Current Fee: \$16      Proposed Fee: \$38

### Administrative Services

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#### New Account/Application Fee – Utility Billing

This fee is to set-up water service. During this process, the Customer receives billing information and is entered into in the system. A deposit is collected and recorded and Administrative Services staff coordinates with Public Works staff for the service to transferred/turned on. At month end, Administrative Services staff verifies all new accounts and ensures the proper fees have been applied. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this request is 57 minutes. The revision to this fee includes salary charges as well as applicable vehicle use charges.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$31,100

Current Fee: \$20      Proposed Fee: \$45

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## USER FEE DESCRIPTIONS

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### Delinquent Service Charge (Late Fee) – Utility Billing

Customers who do not pay their Utility Bill by the 20<sup>th</sup> of every month incur a late fee. The current policy is 10% of the outstanding balance of \$10.00 and over. The minimum charge is \$1.00 and the maximum charge is \$25.00. The last change to this fee occurred in 2009.

The revised fee only eliminates the maximum charge of \$25.00. All other provisions would still apply.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$206,600

### Lock-On Meter Fee (NEW) – Utility Billing

This is to implement a charge when a meter is locked due to unauthorized water consumption. This includes, but is not limited to, customers who have been shutoff and have illicitly turned the meter backon themselves. This also relates to consumption on a closed account. In this instance, time is required to gather information to determine who is responsible and to contact and bill the responsible party. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this action is 45 minutes. This fee includes the applicable vehicle use charge.

Effective date: October 1, 2018      Prior Resolution: N/A      Current Annual Revenue: N/A

Current Fee: N/A      Proposed Fee: \$40

### Cut/Broken/Missing Lock – Utility Billing

This fee is to charge customers who have removed the lock that was placed on the meter. This includes, but is not limited to, customers who have been shutoff and have illicitly removed the lock and turned the meter backon themselves. This also includes when staff discovers consumption on a “locked” meter on an inactive account. Again, time is required to gather information to determine who is responsible and to contact and bill the responsible party. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this service is 45 minutes. This fee includes the applicable vehicle use charge as well as the cost to replace the lock.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$240

Current Fee: \$30      Proposed Fee: \$60

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## USER FEE DESCRIPTIONS

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### Water Meter Damage (Intentional) – Utility Billing

This fee is to charge the responsible party for intentional damage to a water meter. Due to the sensitivity of such a situation, multiple communications between many parties occur and correspondence tends to be lengthy. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this service is two hours. This fee includes the applicable vehicle use charge. In addition to the fee, the cost of a new meter will be charged.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$600

Current Fee: \$100      Proposed Fee: \$120 plus cost of equipment

### Broken Angle Stop – Utility Billing

This fee is to charge the responsible party for a broken angle stop. The angle stop is the shut-off valve for the meter. Public Works staff time is involved to implement this process and because of the varying complexity of each situation, this fee will be billed on an hourly basis. The typical estimated time to complete this task is six hours. In addition to the fee, the cost of equipment will be charged.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$60

Current Fee: \$30 (flat fee)      Proposed Fee: \$45 per hour plus cost of equipment

### Broken or Missing Meter Register – Utility Billing

This fee is to charge the responsible party for a broken or missing water meter register. Public Works staff time is involved to implement this process and because of the varying complexity of each situation, this fee will be billed on an hourly basis. The typical estimated time to complete this task is one hour. In addition to the fee, the cost of equipment will be charged.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$105

Current Fee: \$35 (flat fee)      Proposed Fee: \$45 per hour plus cost of equipment

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## USER FEE DESCRIPTIONS

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### Unauthorized Use of Hydrant – Utility Billing

This fee is to charge per occurrence the responsible party for unauthorized water consumption from a hydrant plus the cost of water. This action removes the language “for filling Water Truck” in order to capture the various usage of water consumption taken from a hydrant. Due to the sensitivity of such a situation, multiple communications between many parties occur and correspondence tends to be lengthy. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this such event is seven hours. This charge has not been updated since 2009.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$400

Current Fee: \$200 per occurrence plus cost of water      Proposed Fee: \$350 per occurrence plus cost of water

### Meter Re-Reads & Efficiency Check (Customer Initiated Requests) – Utility Billing

This fee is to charge customers that request that their meter be tested for efficiency and/or for the meter to be re-read. If the City is in error due to the meter read being incorrect, the billing will be adjusted and the fee will be refunded. This charge may be waived at the discretion of the Administrative Services Director or his/her designee. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this such request is one hour. The revision to this fee include salary charges as well as applicable vehicle use charges.

This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$720

Current Fee: \$30      Proposed Fee: \$55

### Hang Tag Charge – Utility Billing

This service charge is applied whenever a customer’s account has been determined to be delinquent (greater than 45 days past due) resulting in a water shut-off notice to be hand delivered. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this is 53 minutes. The revision to this fee includes salary charges as well as applicable vehicle use charges. This charge has not been updated since 2006.

Effective date: October 1, 2018      Prior Resolution: 2016-013      Current Annual Revenue: \$53,120

Current Fee: \$20      Proposed Fee: \$30

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## USER FEE DESCRIPTIONS

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### Water Shut Off Charge – Utility Billing

This disconnection/reconnection service charge applies whenever water service is discontinued for non-payment. This occurs when the account holder fails to pay the bill in full no later than sixteen days following the date of delinquency. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this charge is one hour and 41 minutes. The revision to this fee include salary charges as well as applicable vehicle use charges.

This charge has not been updated since 2006. The current fees are charged as follows: First occurrence during 12 consecutive months - \$30; Second occurrence during 12 consecutive months - \$40; and Third occurrence during 12 consecutive months - \$60. The updated fee eliminates the tiers for water shut off charges.

Effective date: October 1, 2018	Prior Resolution: 2016-013	Current Annual Revenue: \$5,950
Current Fee: \$30, \$40, \$50		Proposed Fee: \$65

### Temporary Construction Meter Processing Fee (NEW) – Utility Billing

This new fee charges customers (typically contractors) a processing fee to open temporary water service. This fee would be in lieu of the New Account/Application Fee for these customers. During this setup, the Customer receives billing information and is entered into in the system. A deposit is collected and recorded and Administrative Services staff coordinates with Public Works staff for the service to begin. Additional services are required as the Contractor must coordinate with Staff for the pick-up/delivery of the temporary meter and eddy valve and additional correspondence occurs between the two departments regarding this set-up. At month end, Administrative Services staff verifies all new temporary accounts and ensures the proper fees have been applied. Both Administrative Services and Public Works staff time is involved to implement this process. The typical estimated time to process this request is two hours. This fee includes the applicable vehicle use charge.

Effective date: October 1, 2018	Prior Resolution: N/A	Current Annual Revenue: N/A
Current Fee: N/A		Proposed Fee: \$100

### Construction Water Use of City Equipment (Security Deposit) – Utility Billing

This is a security deposit charged to customers (typically contractors) for the use of City-owned water meter and eddy valve (device attached to the fire hydrant to regulate flow). The deposit is held in case there is damage to City-owned equipment. The increase is to cover the current cost of the equipment. If the deposit on file does not cover the entire cost of the equipment, the contractor will be billed for the balance. The deposit is typically refunded to customers on their last bill.

Effective date: October 1, 2018	Prior Resolution: N/A	Current Annual Revenue: N/A
Current Fee: \$1,900		Proposed Fee: \$2,650

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## USER FEE DESCRIPTIONS

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### Police Services Department

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#### Alarm System Application Permit (Residential)

This is an application fee for a residential alarm system permit. It includes both new applications and renewals. Processing of these applications involve a number of Police Services and Administrative Services staff. The typical estimated time to process this request is 45 minutes.

This fee has not been changed since 2005.

Effective date: October 1, 2018      Prior Resolution: 2005-47      Current Annual Revenue: \$35,925

Current Fee: \$25

Proposed Fee: \$30

#### Alarm System Application Permit (Commercial)

This is an application fee for a commercial alarm system permit. It includes both new applications and renewals. Processing of these applications involve a number of Police Services and Administrative Services staff. The typical estimated time to process this request is 45 minutes.

This fee has not been changed since 2005.

Effective date: October 1, 2018      Prior Resolution: 2005-47      Current Annual Revenue: \$48,700

Current Fee: \$50

Proposed Fee: \$30

#### Digital Photos/Video

This fee is to cover the staff, operating, and distributing costs to provide photos of evidence when requested. The research and validity of the request can be time intensive. The typical estimated time to process this request is 45 minutes.

This fee has not been changed since 2012.

Effective date: October 1, 2018      Prior Resolution: 2012-47      Current Annual Revenue: \$1,500

Current Fee: \$25

Proposed Fee: \$35

#### Booking Fees

This fee is charged to the person that was arrested in the City of Brea. Actual fees charged/collected and the terms and conditions is ultimately directed by the Courts. This fee sets the maximum the City can charge for the booking. There are at least seven different staff members (including billing and collection) involved in the process and the typical estimated time to process this is four hours and 50 minutes.

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## USER FEE DESCRIPTIONS

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Unfortunately, the collection rate for these services is very low. The uncollectible amounts have been factored somewhat in these revenue projections.

This fee has not been changed since 2014.

Effective date: October 1, 2018	Prior Resolution: 2014-49	Current Annual Revenue: \$35,000
Current Fee: \$297		Proposed Fee: \$310

### Public Works Department

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#### NPDES Inspection

This fee is for inspections relating to the National Pollution Discharge Elimination System. Typically, this would be used for re-inspection and/or consistent non-compliance situations.

Effective date: October 1, 2018	Prior Resolution: 2009-07	Annual Revenue: N/A
Current Fee: \$88/hr.		Proposed Fee: \$129/hr. effective 07-01-18 Proposed Fee: \$171/hr. effective 01-01-19

#### Fats, Oils and Grease (FOG) Inspection

This fee is for commercial inspections relating to Fats, Oils and Grease (FOG) pursuant to Ordinance No. 1137.

Effective date: October 1, 2018	Prior Resolution: 2009-07	Annual Revenue: \$12,056
Current Fee: \$88/hr.		Proposed Fee: \$129/hr. effective 07-01-18 Proposed Fee: \$171/hr. effective 01-01-19



City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**DATE:** 08/21/2018

**SUBJECT:** July 17, 2018 City Council Regular Meeting Minutes - Approve.

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**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Victoria Popescu, Deputy City Clerk

Concurrence: Lillian Harris-Neal, City Clerk

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**Attachments**

Minutes

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# DRAFT

## BREA CITY COUNCIL SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY MEETING

### MINUTES July 17, 2018

#### CLOSED SESSION 5:00 p.m. - Executive Conference Room Level Three

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#### CALL TO ORDER / ROLL CALL - COUNCIL

Mayor Parker called the Closed Session to order at 5:00 p.m., all members were present.

Present: Parker, Marick, Hupp, Simonoff, Vargas

1. **Public Comment**  
None.

Closed Session may convene to consider matters of purchase / sale of real property (G. C. §54956.8), pending litigation [G.C. §54956.9(d)(1)], potential litigation [G.C. §54956.9(d)(2)(3) or (4)], liability claims (G. C. §54961) or personnel items (G.C. §54957.6). Records not available for public inspection.
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2. **Conference with Real Property Negotiator Pursuant to Government Code §54956.8**  
**Property:** Potential acquisition of an approximate 15-foot wide easement on railroad right of way owned by Union Pacific Railroad on property located within the Union Pacific Railroad right of way between Berry Street to Palm Avenue and the Brea Canyon Channel to Berry Street in the City of Brea.  
**City of Brea Negotiators:** Tony Olmos, James L. Markman, and Terence Boga  
**Negotiating Party:** Union Pacific  
**Under Negotiation:** Price and terms of purchase of real property
3. **Conference with Real Property Negotiator Pursuant to Government Code §54956.8**  
**Property:** APN's: 319-381-08 & 319-381-18, 555 Pointe Drive, Brea  
**City of Brea Negotiators:** Tony Olmos, James L. Markman and Terence Boga  
**Negotiating Party:** Olen Pointe Brea Corp.  
**Under Negotiation:** Price and terms of purchase of real property
4. **Conference with Real Property Negotiator Pursuant to Government Code §54956.8**  
**Property:** APN: 320-101-17, 1700 E. Lambert Road, Brea  
**City of Brea Negotiators:** Tony Olmos, James L. Markman and Terence Boga  
**Negotiating Party:** King Y. Chai and Shiou King Chai, Trustees, Yee M. Chai, and Margaret L. Chai  
**Under Negotiation:** Price and terms of purchase of real property

5. **Conference with Real Property Negotiator Pursuant to Government Code §54956.8**  
**Property:** APN: 320-101-17, 1700 E. Lambert Road, Brea  
**City of Brea Negotiators:** Tony Olmos, James L. Markman and Terence Boga  
**Negotiating Party:** Southwest Fuel Management, Inc., and David Delrahim  
**Under Negotiation:** Price and terms of purchase of improvements to real property
6. **Conference with legal counsel pursuant to Government Code §54956.9(d)(2) – David Herrera v. City of Brea, WCAB ADJ9429412** - Mario E. Maldonado, City Negotiator
7. **Conference with Legal Counsel - Potential Litigation Pursuant to Government Code Section §54956.9 - One Case - Lagos De Moreno Park/Laurel Elementary Magnet School** - Steve Kooyman, City Engineer
8. **Conference with City's Labor Negotiator Pursuant to Government Code 54957.6 Regarding the Brea Fire Management Association (BFMA), Brea Fire Association (BFA)** - Mario E. Maldonado, Negotiator
9. **Conference with City's Labor Negotiator Pursuant to Government Code Section §54957.6 Regarding the Brea City Employees' Association (BCEA)** - Mario E. Maldonado, Negotiator

Mayor Parker adjourned the Closed Session at 6:20 p.m.

**STUDY SESSION**  
**6:30 p.m. - Executive Conference Room**  
**Level Three**

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**CALL TO ORDER / ROLL CALL - COUNCIL**

Mayor Parker called the Study Session to order at 6:30 p.m., all members were present.

10. **Public Comment**  
None.
11. **Clarify Regular Meeting Topics**  
Mayor Parker requested clarification on Item No. 34, 1998 American LaFrance 105' Aerial Ladder, and which funds will be used to make the purchase.  
  
Mayor Parker noted that Item No. 26, repealing resolutions which approved the Madrona project, will be pulled for separate vote.
12. **Appointment of new Planning Commissioner**  
Council Member Vargas noted that seven (7) individuals applied and were interviewed for the vacant position, and at this time, he is recommending Gary Brattain to fill the unscheduled vacancy on the Planning Commission.  
  
Mayor Pro Tem Marick seconded Council Member Vargas' motion to recommend Gary Brattain for appointment to the Planning Commission.  
  
The Council concurred with the appointment, and Gary Brattain was appointed to the Planning Commission to complete a term of an unscheduled vacancy.  
  
Mayor Parker requested that the remaining six (6) applicants be added to a list of future volunteers for potential adhoc committees.

**DISCUSSION ITEM**

**13. Designate Voting Delegate and Alternative for League of California Cities Annual Conference  
September 12 – 14, 2018 in Long Beach**

Mayor Parker stated that he will be attending the League of California Cities Annual Conference.

Motion was made by Council Member Simonoff, seconded by Council Member Hupp to designate Mayor Parker as the voting delegate and Council Member Hupp as the alternate voting delegate for the League of California Cities Annual Conference from September 12 - 14, 2018 in Long Beach.

AYES: Mayor Parker, Mayor Pro Tem Marick, Council Member Hupp, Council Member Simonoff,  
Council Member Vargas

Passed

**REPORT**

**14. Council Member Report**

Mayor Parker reported attending a meeting with the California Conservation Fund regarding opportunities for moving the Madrona property into public ownership for future preservation.

Council requested that the item be agendaized and brought back for further discussion.

Council Member Vargas inquired as to any possible companion bills to AB1826 and requested, with Council concurrence, research and a formal legal opinion on any results of potential lawsuits related to the recycling organics bills.

Mayor Parker adjourned the Study Session at 6:45 p.m.

**GENERAL SESSION  
7:00 p.m. - Council Chamber  
Plaza Level**

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**CALL TO ORDER/ ROLL CALL - COUNCIL**

**15. Pledge of Allegiance**

Girl Scout Troop 3547 led the Pledge of Allegiance.

**16. Invocation**

Rick Darden, Friends Community Church, delivered the invocation.

**17. Presentations: OCTA Transportation Update**

Tim Shaw, Vice Chair, OCTA Board of Directors, presented the OCTA Transportation Update and spoke about Measure M revenue projections and the 57/Lambert Interchange project funding breakdown.

**18. Report - Prior Study Session**

City Manager Gallardo reported on the prior Study Session.

**19. Community Announcements**

Council Member Vargas encouraged the community to recognize the military Veteran in their life with the Brea War Memorial's walk of honor pavers. The custom pavers are designed as a lasting tribute to the men and women who have served our country. Walk of honor pavers are available to order any time of the year, but if purchased by August 30, the paver will be dedicated at Brea's annual Veterans Day ceremony in November. Visit [BreaWarMemorial.com](http://BreaWarMemorial.com) for more information.

Mayor Pro Tem Marick announced that summer is in full swing with Concerts in the Park and Family Films. On Wednesday, July 18th at 6:30 p.m. Pickleback Shine brings southern country and rock hits to City Hall Park! On Friday, July 20th the story of an aspiring young musician unfolds in the popular

movie "Coco" at 8 p.m. at the Arovista Park Amphitheatre.

Council Member Hupp encouraged the community to attend the annual Brea Fest celebration on August 17th where there will be samples of delicious food and beverages from over 30 restaurants. Live entertainment, art exhibitions, theatre performances, magicians, and much more. Admission to the event is free! Find out more at [BreaSpecialEvents.com](http://BreaSpecialEvents.com).

Council Member Simonoff announced that the PaperWorks Refolded exhibition is back at the Brea Art Gallery. The exhibition takes an in-depth exploration into the potential of paper as an art form. Featuring origami, papercuts, sculpture and collage. Head to [BreaGallery.com](http://BreaGallery.com) for more on the exhibition.

Mayor Parker invited the community to an evening of Latin Jazz with Louie Cruz Beltran at the Curtis Theatre. Louie and his orchestra will be at the Curtis Theatre on August 11 at 7 p.m. Tickets include access to a plaza reception prior to the show, so bring the family for a night of fun. Tickets for the Curtis Theatre's 2018/2019 season are also already on sale. With ten shows scheduled throughout this year's run, excitement and adventure will engage audiences at the Curtis Theatre for a fun-filled season. Call the box office at (714)-990-7722, or visit [CurtisTheatre.com](http://CurtisTheatre.com) for tickets.

## **20. Matters from the Audience**

Susan Patrella expressed dissatisfaction with the noise level of certain fitness classes at the Brea Community Center.

Judy Chappell expressed concern with rent inflation for seniors including rising utility costs, recycling program fees, lack of parking and maintenance.

Glenda Hansen expressed concern about rent inflation, lack of response from Heritage Plaza Apartment management and invited residents to attend the upcoming community meeting with the owners of Heritage Plaza.

Caroline DeMassi invited the Council and community to attend a fundraising event for Emily's Army, a Cystic Fibrosis Foundation benefit group, on Saturday, August 21st at the Treehouse Bar and Grill in the Birch Hills Golf Course.

Sean Thomas spoke regarding social security, meeting with the Lt. Governor of California and invited the community to Church at the Improv.

Gary Brattain thanked the Council for his appointment to the Planning Commission.

Steve Shatynski updated the community on the Keep California Safe Act.

Keith Fullington spoke regarding KFC, election signs and the Tracks at Brea.

Claire Schlotterbeck spoke regarding the Madrona resolution and thanked everyone involved with the reversal of the project.

## **21. Response to Public Inquiries - Mayor / City Manager**

City Manager Gallardo, Public Works Director Olmos and Assistant City Manager Emeterio responded to public inquiries.

**ADMINISTRATIVE ITEMS** - *This agenda category is for City Council consideration of a wide variety of topics related to the City's operations. Public comments regarding items in this section should be presented during "Matters from the Audience."*

**22. Mobile Source Air Pollution Reduction Review Committee (MSRC) Funding in the Amount of \$56,570 for Electric Vehicle Charging Infrastructure (EVSE) Installation at the Brea Superblock I Parking Structure (P3)**

Environmental Services Coordinator Ingallinera presented the details of the report including funding requirements, Mobile Source Air Pollution Reduction Committee (MSRC) background, significant air quality challenges in the region, mandatory air pollution reduction requirements, means of reducing emissions, partnership with the South Coast AQMD and the City of Brea, funding allocation and proposed project.

Council inquired as to the cost for electricity, potential cost-sharing, timeline for approval of funding, next steps, location of proposed charging stations, potential for solar panels.

Motion was made by Council Member Vargas, seconded by Council Member Simonoff to receive the PowerPoint Presentation and authorize the City Manager to receive up to \$56,570 for the Electric Vehicle Charging Infrastructure (EVSE) Installation at the Brea Superblock I Parking Structure (P3).

AYES: Mayor Parker, Mayor Pro Tem Marick, Council Member Hupp, Council Member Simonoff, Council Member Vargas

Passed

**23. Discussion and direction to staff regarding updates to provisions of the Zoning Code relating to the Planned Community Zone**

City Planner Lilley presented background to the discussion including the Brea Core Plan process, details of the Planned Community Zone, options for moving forward and direction process.

Council inquired as to applications for the zone, process for application review for projects and examples of past applications.

Community Development Director Crabtree and City Attorney Markman addressed Council questions.

Council directed staff to prepare a code amendment for consideration at a later meeting.

**24. Mandatory Commercial Organics Recycling Program (AB 1826)**

Council Member Simonoff and Mayor Pro Tem Marick recused themselves from the discussion.

Public Works Director Olmos presented the details of the report including background, provided updates since the May 1st Council Meeting, pricing options, sectorwide examples, proposed timeline and staff recommendation.

Council Member Hupp inquired as to the anticipated income in different pricing models.

Mark McGee, Republic Services, addressed Council Member Hupp's questions relating to the different pricing models.

Council Member Vargas inquired as to the applicability of Senate Bil 1383 with regards to Assembly Bill 1826.

Mayor Parker expressed concerns with increasing costs to apartment complexes, lack of flexibility within the options proposed and the affordability. He also inquired as to the options for renegotiating the contract once it has become active and the potential impact on the City budget.

Public Works Director Olmos and City Attorney Markman responded to Council inquiries.

Motion was made by Council Member Vargas, seconded by Council Member Hupp to receive and file the staff report, requested full program details for both options (generator and sector-wide) pricing, and set a date for the public hearing.

AYES: Mayor Parker, Council Member Hupp, Council Member Vargas  
Other: Mayor Pro Tem Marick (RECUSE), Council Member Simonoff (RECUSE)  
Passed

**CONSENT CALENDAR** - *The City Council/Successor Agency approves all Consent Calendar matters with one motion unless Council/Agency or Staff requests further discussion of a particular item. Items of concern regarding Consent Calendar matters should be presented during "Matters from the Audience."*

#### **CITY COUNCIL - CONSENT**

With Council concurrence, City Council Consent Item No. 26 was removed from the Consent Calendar for separate discussion.

**25. June 19, 2018 City Council Regular Meeting Minutes**

The City Council approved the June 19, 2018 City Council regular meeting minutes, as presented.

**26. Resolution Repealing Resolutions Which Approved the Madrona Project**

City Attorney Markman presented the details of the item, noting the background to the project and court actions, and stated that this resolution repealing process is passed down from the courts as part of reversing the approvals for the record. He also stated that the Developer would be required to formally withdraw the application for the project.

Motion was made by Council Member Simonoff, seconded by Mayor Pro Tem Marick to adopt Resolution No. 2018-046, repealing and setting aside Resolution No. 2014-039 and Resolution No. 2014-040 of this Council concerning approval of a residential development within the area of vesting Tentative Tract Map No. VTTM15956.

AYES: Mayor Parker, Mayor Pro Tem Marick, Council Member Hupp, Council Member Simonoff,  
Council Member Vargas

Passed

**27. First Amendment to Sublease (Loftus Diversion Channel) and a Second Amendment to Joint Community Facilities Agreement Relating to City of Brea Community Facilities District No. 2008-2 (Brea Plaza Area Public Improvements)**

The City Council, by minute action, approved a First Amendment to Sublease, approved a Second Amendment to Joint Community Facilities Agreement and authorized the City Manager to execute amending documents.

**28. Plans And Specifications for The Cliffwood Pavement Rehabilitation and Waterline Replacement, and Alleyways Rehabilitation, CIP Projects 7315, 7316, 7317, and 7461**

The City Council approved Plans and Specifications and authorize City Clerk to advertise and receive bids.

**29. Cooperative Agreement, Project Baseline Agreement and Funding Summary between the City of Brea and the State of California Department of Transportation (Caltrans) for the SR 57/Lambert Road Interchange Improvement Project (CIP 7251) – Construction**

- The City Council  
1) Approved the Cooperative Agreement, Project Baseline Agreement and Funding Summary between the City of Brea and Caltrans; and 2) Authorized the City Manager to execute the Cooperative Agreement and any subsequent amendments to the Cooperative Agreement, Project Baseline Agreement and/or Funding Summary upon approval as to form by the City Attorney.

**30. Software/Hardware Maintenance Support and Online Subscription Service Agreements**

The City Council authorized the Purchasing Agent to approve renewal agreements with various support services providers for the life of the computer software or hardware and for online software subscription service and authorized the Purchasing Agent to issue purchase orders for these renewal agreements and subscription services that do not to exceed available budget appropriations.

**31. Annual Vehicles and Equipment Purchase Plan for Fiscal Year 2018-19**

The City Council authorized the Purchasing Agent to issue purchase orders in an amount not-to-exceed \$612,550 for various City vehicles and equipment described in the Annual Vehicles and Equipment Purchase Plan for Fiscal Year 2018-19.

**32. Agreement with UniFirst Corporation for Public Works Uniforms and Related Services**

The City Council approved the agreement and authorized the City Manager to execute agreement with UniFirst Corporation to provide Public Works uniforms and related services.

**33. Upcoming City Council Topics July – December 2018**

The Council received and filed the report.

**34. 1998 American LaFrance 105' Aerial Ladder**

The City Council approved the purchase of a Fire Truck for reserve use for \$49,999 from the City of Vernon, approved \$10,000 for repairs and upgrades and approved \$10,000 for annual maintenance costs; and authorized the City Manager to execute the agreement with the City of Vernon.

**35. June 22 & 29 and July 6 & 13, 2018 City Check Registers**

The Council received and filed the report.

**36. Monthly Report of Investments for the City of Brea for Period Ending May 31, 2018**

The Council received and filed the report.

Motion was made by Council Member Hupp, seconded by Council Member Vargas to approve Consent Calendar Items 25 and 27-36.

AYES: Mayor Parker, Mayor Pro Tem Marick, Council Member Hupp, Council Member Simonoff,  
Council Member Vargas

Passed

**CITY/ SUCCESSOR AGENCY - CONSENT**

**37. June 29, 2018 Successor Agency Check Register**

The City Council received and filed the report.

**38. Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending May 31, 2018**

The City Council received and filed the report.

Motion was made by Council Member Hupp, seconded by Council Member Vargas to approve City/Successor Agency Consent Items 37-38.

AYES: Mayor Parker, Mayor Pro Tem Marick, Council Member Hupp, Council Member Simonoff,  
Council Member Vargas

Passed

**ADMINISTRATIVE ANNOUNCEMENTS**

**39. City Manager**

None.

**40. City Attorney**

None.



**COUNCIL ANNOUNCEMENTS**

None.

**ADJOURNMENT**

Mayor Parker adjourned the General Session at 9:34 p.m.

Respectfully submitted,

The foregoing minutes are hereby  
approved this 21st day of August, 2018.

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Lillian Harris-Neal, City Clerk

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Glenn Parker, Mayor

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 08/21/2018  
**SUBJECT:** 2018-2019 City Council Priorities and Project Updates

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**BACKGROUND/DISCUSSION**

On March 30, 2018, City Council developed a list of Priorities for FY 2018-2019. The attached document provides status updates on these items.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Melissa Davis, Community Services Specialist II

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**Attachments**

18-19 City Council Priorities and Project Updates

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## **2018-2019 City Council Priorities and Project Updates**

### **1. Complete Initial Design and Acquire Funding for 57 / Lambert Road Interchange**

Project design is to be completed in September 2018. Measure M funding, in the amount of \$12.3M, has been awarded by OCTA and Trade Corridor Enhancement Program (TCEP), in the amount of \$65M, have been awarded by the California Transportation Commission to Brea. With all other prior funding from the State Transportation Improvement Program and local Traffic Impact Fees, the project is fully funded. Right-of-way acquisition is in process along with processing of multiple agreements with Caltrans. The project is expected to be advertised for bids in spring 2019 with construction starting in summer 2019.

### **2. Continue to Pay Down Unfunded Pension Liability and Manage the Other Post Pension Liability (OPEB)**

The City added pension information on the City website's Transparency section. These fact sheets include background information on pensions and steps to mitigate budget impacts. In addition, one year of the employer portion of retirement payments were pre-paid for CalPERS, resulting in a savings to the General Fund of \$288,000.

### **3. Support Advocacy for Pension Reform and Reducing Workers Compensation Costs**

Discussions on these issues are ongoing. City officials will be meeting with Assemblymember Chen and Senator Chang to discuss pension reform along with other legislative leaders.

### **4. Determine Next Steps for Downtown / Central Brea with Proactive Planning**

The Brea Core Plan effort to explore and realize possible new and different land use considerations for Downtown and the Central portion of the City is underway. Phase

One of this effort is setting a framework for considerations expressed in the Brea Envisions outreach and an approach to considering these Initiatives within the Central Core. This phase will include a variety of outreach and discussions with residents, the business community, service clubs, etc. to focus on the area and initial testing of ideas. Once this initial work is completed, Phase Two will dive deeper into issues and establish more detailed direction, likely to include new land use considerations in focused areas, alternative transportation ideas and solutions, and the review of parks/recreation/cultural arts/human service needs. Developing an approach, scope, and budget for Phase Two is in discussion now and will be presented to the Council likely in the Fall/Winter 2018.

#### **5. Prepare to Support the Changing Needs and Interest of a Historic Increase in the Senior Population**

The City of Brea, along with other Orange County community leaders, has continued as an active participant in the Orange County Strategic Plan for Aging (OCSPA) Initiative in developing both short-term and a long-term strategic plans to prepare Orange County for the growing number of older adults and the issues they will face. Within the next 15 years, Orange County's senior population will grow by 63%, with Orange County being among the fastest growing aging counties in America. While there have been multiple efforts to gather data across sectors, this is the first strategic plan since 1998 to identify the areas of greatest need and coordinate multiple resources to address those needs. Pillars have been adopted around known needs for seniors to achieve short-term (18 month) wins that provide measurable, county-wide impacts. In parallel, the plan considers long-term strategic planning, including models for successful aging designed to enable seniors to thrive in the community as they age. Included are focused efforts in the areas of funding, technology, transportation, and communications in support of all planning efforts. The City of Brea is specifically involved with the Housing Subcommittee as well as the Transportation Subcommittee. Staff representatives continue to attend

regular meetings to contribute information and weigh in on research data, new ideas, and directional decisions. Accomplishments have been made in these specific areas:

- Released the OC Referral Guide for Older Roadway Users with public and private transportation resources.
- Developed a new local digital platform, IrisOC, to connect older adults to each other and to community resources.
- Created a local curriculum around Financial Elder Abuse Prevention and Awareness with over 500 residents to be trained in 2018.
- Launched the OC Heart to Heart Visitation Council for programs and ministries visiting isolated older adults and created an administrator toolkit with best practices.
- Worked collaboratively to address food security by enrolling 380 individuals in CalFresh (food stamps) and by supporting the opening of 17 new food distribution sites.
- Implemented a promotion strategy to double the number of individuals who complete an evidence-based workshop to better manage chronic conditions and live a healthier life.
- Compiled county-wide housing data related to older residents.

The Brea Senior Center has also been addressing the changing needs and preferences of senior nutrition. For several years, the daily meal offerings have evolved to become healthier, better quality, and offer increased selection for specific diets, to better meet the needs of the changing senior population.

The senior transportation services have also developed to include on-demand transportation options to better meet the needs of interests and activities outside of the Senior Center. These services include transportation to medical and dental appointments, shopping, additional fitness and wellness related activities, banking and other personal errands, as well as growing cultural and social opportunities.

In July 2017, over 65 OC entities came together to implement 18-month goals. The senior fitness programs have also been a major focus of growth. Over 40% of the Senior Center activities are fitness and wellness related classes and activities. These classes have maxed out the available times and spaces, even spilling outside on to the Courtyard as well as on weekends with several ongoing classes.

## **6. Determine Future Service Needs**

As part of the annual budget process, all departments are continually reviewing service level needs. In the Police Department, for example, service levels are in part based on calls for service, response time, and staffing plans, with a policing ratio of approximately 1.46 police officers per thousand residents. In addition, service demands take into consideration both the number and needs of residents as well as the demands caused by a daytime policing population of 90-100,000 persons due to Brea's status as a destination City for work, shopping, and entertainment. In the Public Works Department, Parks and Trail Maintenance service levels are calculated on a per acre basis and we can extrapolate future trail and maintenance costs based on our current standards and costs.

### **a. Based on Added Development and Economic Development Planning**

- i. This is ongoing with some key considerations to be taken up with the Brea Core Plan and environmental studies of any projects which are now coming forward. Most specifically, if Brea is to embark on "new and different" land use considerations not currently within the assumptions of the General Plan (e.g. higher density residential), our municipal service needs, including Police and Fire resources, need to be evaluated and potentially modified. Similarly, the Core Plan effort is envisioned to take up key Economic Development considerations for Brea's future. That effort is not limited to the Core alone and staff have initiated new approaches to attract and retain new business in town. This past year we

participated in the International Conference of Shopping Centers and visited with developers and tenants on a national stage, establishing business connections and contacts which have already advanced economic development activity in Brea regarding the Brea Mall and the Downtown. Our new participation at the State and local level with Economic Development professionals (CalED and OC Economic Development) have brought new insights to our efforts and continued participation will prove valuable to keep Brea advancing.

**b. Transportation**

- i. With the opening of The Tracks project, staff will be carefully tracking actual maintenance costs and assessing efficiencies. This will help project maintenance costs for the Western Extension project currently under consideration. Also, with the build-out of Blackstone, staff will continue working with the Traffic Committee on implementation of the Blackstone/Olinda Ranch Traffic Calming Plan.

**7. Update Parks Recreation Human Services Master Plan and Create a Cultural Arts Master Plan**

**a. Create Plan to Upgrade Older Parks in the Community (Inventory of Needs Underway)**

- i. A parks assessment and evaluation has been completed for the older parks in Brea by a park specialist. The final report with recommendations is expected to be submitted to the Parks, Recreation, and Human Services Commission at their September 2018 meeting.

**b. Continue Engagement of the Community, the Commissions and the City Council to Complete a Master Plan for both Cultural Arts and Parks, Recreation, and Human Services**

- i. Brea Envisions has provided a good starting point on big picture and broad ideas for a Parks, Recreation, Human Services and a Cultural Arts Master Plan. Community Services staff would like to further engage our community to provide more specific information to assist in creating a master plan for these areas. Future plans for bike paths and trails are being evaluated and will be included in the Parks, Recreation, Human Services Master Plan.

#### **8. Facilitate The Tracks at Brea Western Extension toward La Habra**

Brea staff continues to work with OCTA, La Habra, and County of Orange on the development of this project. Brea and La Habra will be submitting a joint application to the State to request for Active Transportation Program (ATP) funding to pay for an easement from Union Pacific Railroad (UP) and for design and construction of the project. The applications were submitted on July 31, 2018. All California Environmental Quality Act (CEQA) work has been completed and next steps are to begin negotiations with UP.

#### **9. Renegotiate Refuse Franchise Agreement with Republic Industries**

Staff began the process of collecting data from other cities to be used as comparisons to Brea's contract. Given competing priorities, the effort is taking additional time to complete and a report back to City Council is expected in late Fall 2018.

##### **a. Organics & Commercial Recycling**

City Council was provided the latest update on July 17, 2018. City Council directed staff to provide additional information at an upcoming Council meeting.

##### **b. Street Sweeping**

Republic may be approached to take over street sweeping as part of a contract amendment. This conversation has not yet taken place. Additionally, a joint RFP



between the cities of Brea, Fullerton, and Placentia to contract for street sweeping was issued in June 2018. A review of submitted bids are being evaluated and is expected to come to Council in September 2018.

**10. Create a Balanced City Budget (ongoing)**

This is an ongoing effort, with staff providing regular updates to the City Council.

**11. Support the efforts to reduce Homelessness in Orange County (ongoing)**

The City continues to actively address the challenge of ending homelessness in Brea through our Homeless Liaison Unit. The unit is comprised of specially trained police officers, a Community Services Supervisor, and volunteers who interact daily with our homeless population in an effort to find both short-and long-term solutions to homelessness. Funding for one full-time Homeless Liaison Officer is provided by the State through the North Orange County Public Safety Task Force.

According to a recent study provided by the North Orange County Public Safety Task Force, Brea has 24 unsheltered individuals, indicating a homelessness rate of 0.05%. The average unsheltered homelessness rate among the 13 participating cities in the study was 0.10%. Of the homeless surveyed in Brea, 23% have a persistent mental health concern, 31% have a permanent disability, and 43% have no income. The study also reported that 8% of Brea's respondents to the survey have active substance abuse problems, a rate that is consistent with the general U.S. population. No children were reported to be staying in homeless conditions in Brea.

In hopes of building an improved response to homelessness issues, the County produced a series of Initiatives. Some of the key Initiatives include the following:

- Establish Crisis Stabilization Units: These provide emergency psychiatric evaluation and crisis stabilization to adults experiencing a behavioral health crisis.
- Establish Regional Navigation Centers: These give emergency shelter beds with supportive services to link homeless people to public benefits, health services, employment, and housing resources.
- Use the Coordinated Entry System for Regional Prioritization and Targeting of Housing Resources: This system provides a methodical way of allocating available housing units and resources.
- Establish Employment Program for Homeless Populations: This Initiative provides an opportunity for the homeless population to secure employment and earn income to rebuild their lives and regain self-sufficiency.

## **12. Complete the Transfer of Chevron Property (Birch Hills Golf Course) to the City**

Staff has been working closely with Chevron on completing the final agreements, deeds, and course punch-list items to finalize the transfer of the course to Brea. Much progress has been made and a final transfer package should be ready within the next 2 months. An update to Council will occur at the August 21 meeting.

## **13. Evaluate Short-Term Rentals in Residential Areas**

The Planning Commission recommended approval of the code amendment prohibiting short-term rentals. Without judgement, the Commission's recommendation action also directed that staff provide the City Council information differentiating between short-term rentals where a property owner lives off the property and short-term rentals where the property owner lives at the rental property (e.g. room rentals or accessory dwelling unit rentals). The City Council hearing is set for August 21.

#### **14. Complete Discussion with County regarding State Permit for Olinda-Alpha Landfill**

The County is currently in discussions with San Juan Capistrano's landfill, which is a priority for them over Brea's landfill discussions. The County will focus on Brea after discussions with San Juan Capistrano are complete. The Olinda-Alpha Landfill permit does not expire until 2021.

#### **15. Develop Reclaimed Water Projects**

Staff has been working with Corrollo Engineers on a feasibility study to determine if non-potable water from a Chevron well and from the Thompson Oil site can be reclaimed and used for irrigation purposes. Preliminary results of the analysis are under review. A final report is expected in September 2018.

#### **16. Evaluate Emergency Medical Transport**

The Fire Department continues to evaluate Emergency Medical Transport options. An update provided to City Council is expected within the next month.

#### **17. Continue to further Brea / Fullerton Fire Department Partnerships**

The Fire Department continues to look for partnerships in other areas with our neighboring city.

#### **18. Proactively monitor "Tres Hermanos" Property north of City Limits**

- a. Secondary Effects of any Decision, i.e. Economic Impacts, Traffic Impacts, etc. on Brea**

Public Information Officers and City Managers from Brea, Chino Hills, and Diamond Bar maintain regular communication regarding any developments with the Tres Hermanos property.

## **19. Partnerships with Other Cities**

The City continues to evaluate where partnership with other cities can possibly be established.

**Street Sweeping:** A joint RFP between the cities of Brea, Fullerton, and Placentia to contract for street sweeping was issued in June 2018. Proposals were received from 2 firms and staff from all three cities are in the process of evaluating the proposals.

**Animal Control Field Services:** Staff met with La Habra in January 2018 in order to obtain a proposal for contracting with their Animal Control Field Services. Staff is awaiting the proposal and will evaluate its financial and service impacts upon receipt.

**NOCCC Efforts:** The North Orange County Cities Coalition (NOCCC) consists of city managers and executives from the cities of Brea, Buena Park, Fullerton, La Habra, La Palma, Orange, Placentia, and Yorba Linda. The group meets regularly to discuss ideas and issues regarding local government. In particular, the group is currently working together to join forces on lobbying efforts. Additionally, a master list of contracted services and vendors from each city was collected, in order to identify common and differing contractors among the group. The shared contractors used in multiple cities may be approached to establish potential economies of scale, with several cities currently evaluating contracted landscaping services.

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 08/21/2018  
**SUBJECT:** Applicants Agent Resolution for Homeland Security Funds

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**RECOMMENDATION**

Adopt the attached Governing Body Resolution which authorizes and designates City staff to perform as an Applicants Agent to complete and sign State and Federal documents related to homeland security, disaster response and disaster recovery.

**BACKGROUND/DISCUSSION**

In Order to receive federal financial assistance from the Department of Homeland Security, a document must be on file which designates personnel authorized to complete and sign on behalf of the agency. A document has been on file since 1998. The last update was May 6, 2008.

The personnel placed on this list were selected based on their involvement with the City's homeland security and disaster efforts. The personnel are designated by position/title rather than name to ensure maximum flexibility to meet timelines. Financial assistance managed under this resolution will include grants, equipment, training and disaster recovery funds.

**FISCAL IMPACT/SUMMARY**

A failure to file this form will result in an immediate and long-term loss of homeland security related grants and significant potential loss related to disaster recovery.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Ashley Reid  
Concurrence: Lillian Harris-Neal

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**Attachments**

Resolution  
Designation of Applicant's Agent Resolution

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## **RESOLUTION NO. 2018-049**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA DESIGNATING APPLICANTS AGENT FOR HOMELAND SECURITY FUNDS**

#### **A. RECITALS:**

(i) The State of California Governor's Office of Emergency Services requires non-state agencies to file a Cal OES Form 130 (attached) to receive financial assistance under the California Disaster Assistance Act.

(ii) Due to staff changes, the Cal OES Form 130 must be updated to reflect the authorized agents. The last update was in May 2008.

(iii) The Cal OES Form 130 designates and authorizes City staff to perform as Applicant's Agents to complete and sign State and Federal documents related to homeland security, disaster response and disaster recovery.

#### **B. RESOLUTION:**

**NOW, THEREFORE,** be it found, determined and resolved by the City Council of the City of Brea as follows:

1. The Emergency Preparedness Analyst, or Fire Chief, or Police Chief is hereby authorized to execute for and on behalf of the City of Brea, a public entity established under the laws of the State of California, the Cal OES application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

August 21, 2018  
**RESO. 2018-049**

2. That the City of Brea, a public entity established under the laws of the State of California, hereby authorizes its agents to provide to the Governor's Office of Emergency Services for all matter pertaining to such state disaster assistance the assurances and agreements required.

3. The Resolution is universal and is effective for all open and future disasters up to three (3) years following the date of adoption.

**APPROVED AND ADOPTED** this 21st day of August, 2018

\_\_\_\_\_  
Glenn Parker, Mayor

ATTEST: \_\_\_\_\_  
Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was passed at a regular meeting of the City Council of the City of Brea, held on the 21st day of August, 2018, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

DATE: August 21, 2018

\_\_\_\_\_  
Lillian Harris-Neal, City Clerk

August 21, 2018  
**RESO. 2018-049**

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
(Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the \_\_\_\_\_, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the \_\_\_\_\_, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

☐ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

☐ This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

\_\_\_\_\_  
(Title)



## City of Brea

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### **COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Adoption of the City of Brea Resolution Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)

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### **RECOMMENDATION**

Adopt the resolution authorizing the City Treasurer and Administrative Services Director to invest monies on behalf of City of Brea in the State of California Treasurer's Office Local Agency Investment Fund (LAIF)

### **BACKGROUND/DISCUSSION**

The City of Brea has been investing funds in the Local Agency Investment Fund (LAIF) since March 1, 1977. LAIF has proven to be a steady and consistent source for investment income, providing ready access to operating funds on an as-needed basis, in a manner similar to a money market fund for a private individual or family.

This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the Treasurer's Office investment staff, at no additional cost to the taxpayer. The LAIF in-house management team is comprised of investment professionals.

Periodically, LAIF requests that participating agencies review and update authorizing documents, including the attached resolution authorizing investment of monies in the Local Agency Investment Fund for the City. This action allows both the City Treasurer and the Administrative Services Director to authorize appropriate personnel to deposit or withdraw monies in the Local Agency Investment Fund. Both signatures are required to make changes to the authorized personnel list.

### **COMMISSION/COMMITTEE RECOMMENDATION**

On July 23, 2018, the Investment Advisory Committee reviewed the Resolution Authorizing Investments of Monies in the Local Agency Investment Fund (LAIF) and recommended for City Council approval.

### **FISCAL IMPACT/SUMMARY**

There is no fiscal impact from the adoption of the LAIF resolution.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Faith Madrazo, Revenue and Budget Manager

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Resolution

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## **RESOLUTION NO. 2018-050**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA AUTHORIZING PARTICIPATION IN THE LOCAL AGENCY INVESTMENT FUND**

#### **A. Recitals.**

(i) The name of this agency is:

City of Brea  
1 Civic Center Circle  
Brea, California 92821

(ii) The Council of the City of Brea rescinds, in its entirety, Resolution 2005-74 and substitutes, therefore, this Resolution; and

(iii) Whereas pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

(iv) Whereas the Council of the City of Brea does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the City of Brea;

#### **B. Resolution.**

**NOW THEREFORE**, be it resolved that the Council of the City of Brea does hereby authorize the deposit and withdrawal of City of Brea monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated herein, and verification by the State Treasurer's Office of all banking information provided in that regard.

Be it further resolved, that the following City of Brea officers or their successors in office shall be authorized to assign personnel in order to deposit or withdraw monies in the

August 21, 2018  
**RESO. 2018-050**

Local Agency Investment Fund:

City Treasurer, Richard Rios  
Administrative Services Director, Cindy Russell

**APPROVED AND ADOPTED** this 21st day of August, 2018.

\_\_\_\_\_  
Glenn Parker, Mayor

ATTEST: \_\_\_\_\_  
Lillian Harris-Neal  
City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 21<sup>st</sup> day of August, 2018, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lillian Harris-Neal, City Clerk

August 21, 2018  
**RESO. 2018-050**

## City of Brea

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### **COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Adopt the Investment Policy Guidelines for the City of Brea's Employee Benefit Fund Pension Plan

---

### **RECOMMENDATION**

Adopt the Investment Policy Guidelines for the City of Brea's Employee Benefit Fund Pension Plan through Public Agency Retirement Services (PARS)

### **BACKGROUND/DISCUSSION**

On November 17, 2015, the City Council approved participation within the Public Agencies Post-Employment Benefits Trust Program that established the City of Brea's Employee Benefit Fund Pension Plan ("Plan"). The Plan is administered by Public Agencies Retirement Services (PARS) to assist the City in "pre-funding" its pension obligations in an irrevocable Section 115 Trust account. Some of the benefits of participating in the program are summarized below:

- City maintains oversight of investment management and control over the risk tolerance level of the portfolio;
- Assets held in the PARS Section 115 Trust account allows for greater investment flexibility and risk diversification compared to the City's General Fund investments;
- Assets could be accessed to offset unexpected CalPERS rate increases (rate stabilization);
- Potential to improve an agency's bond rating; and
- Flexibility to access assets at any time as long as it is used to pay employer's pension obligations.

The investment strategies for these assets are defined within the City's Investment Policy Guidelines that were developed and evaluated by PARS, HighMark Capital Management (the Plan's Investment Advisory Firm) and the City's Investment Advisory Committee (IAC). The purpose of the Investment Policy Guidelines is to facilitate communication and confirm the City's investment objectives for the Plan. It also helps maintain a long-term perspective when market volatility is caused by short-term market movements. The policy also details the Plan's Trustee, the Investment Manager and the Investment Advisory Committee's roles and responsibilities.

On January 19, 2016, the City Council adopted the City's Investment Policy Guidelines for the Plan and confirmed the IAC's recommendation of selecting the "Balanced" Asset Allocation Strategy of the five strategies offered by the Plan's Investment Advisory Firm, HighMark Capital Management. This strategy provides growth of principal and income on the long term horizon.

On April 24, 2017, the Investment Advisory Committee, including PARS and HighMark Capital Management, reviewed the Investment Policy Guidelines and recommended expanding the responsibilities of the Investment Manager to include *"Notifying City Treasurer, Administrative*

*Services Director and Investment Advisory Committee when investment portfolios demonstrate low performance, if any, which occurs between each periodic report.”*

These changes were incorporated as part of the 2016 and 2017 annual review of the Investment Policy Guidelines. No changes are recommended as part this review. The draft Investment Policy Guidelines is included as Attachment A.

**COMMISSION/COMMITTEE RECOMMENDATION**

On July 23, 2018, the Investment Advisory Committee reviewed the Investment Policy Guidelines and recommended for City Council approval.

**FISCAL IMPACT/SUMMARY**

There is no fiscal impact for approving the Investment Policy Guidelines

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Management Analyst

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Attachment A - Investment Policy Guidelines

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FINAL

Investment Policy Guidelines

for the

City of Brea

Employee Benefits Fund Pension Plan

August 2018

# Investment Policy Guidelines

## Scope and Purpose

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The purpose of these Investment Policy Guidelines is to:

- Facilitate the process of ongoing communication between the Plan Sponsor and its plan fiduciaries;
- Confirm the Plan's investment goals and objectives and management policies applicable to the investment portfolio identified below and obtained from the Plan Sponsor;
- Provide a framework to construct a well-diversified asset mix that can potentially be expected to meet the account's investment needs that is consistent with the account's investment objectives, liquidity considerations and risk tolerance;
- Identify any unique considerations that may restrict or limit the investment discretion of its designated investment managers;
- Help maintain a long-term perspective when market volatility is caused by short-term market movements.

### Key Plan Sponsor Account Information as of August 2018

**Plan Sponsor:** City of Brea  
**Governance:** Investment Advisory Committee for the City of Brea  
**Plan Name ("Plan"):** City of Brea Employee Benefit Fund Pension Plan

**Trustee:** US Bank  
Contact: Sue Hughes, 949-224-7209  
[Susan.Hughes@usbank.com](mailto:Susan.Hughes@usbank.com)

**Type of Account:** Pension Plan

**Investment Manager:** US Bank, as discretionary trustee, has delegated investment management responsibilities to HighMark Capital Management, Inc. ("Investment Manager"), an SEC-registered investment adviser  
Contact: Keith Stribling, CFA, 949-553-2591  
[Keith.stribling@highmarkcapital.com](mailto:Keith.stribling@highmarkcapital.com)



**Investment Authority:** Except as otherwise noted, the Trustee, US Bank, has delegated investment authority to HighMark Capital Management, an SEC-registered investment adviser. Investment Manager has full investment discretion over the managed assets in the account. Investment Manager is authorized to purchase, sell, exchange, invest, reinvest and manage the designated assets held in the account, all in accordance with account's investment objectives, without prior approval or subsequent approval of any other party(ies).

## **Investment Objectives and Constraints**

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The goal of the Plan's investment program is to provide a reasonable level of growth which, will result in sufficient assets to pay the present and future obligations of the Plan. The following objectives are intended to assist in achieving this goal:

- The Plan should seek to earn a return in excess of its policy benchmark over the life of the Plan.
- The Plan's assets will be managed on a total return basis which takes into consideration both investment income and capital appreciation. While the Plan Sponsor recognizes the importance of preservation of capital, it also adheres to the principle that varying degrees of investment risk are generally rewarded with compensating returns. To achieve these objectives, the Plan Sponsor allocates its assets (asset allocation) with a strategic perspective of the capital markets.

**Investment Time Horizon:** Long-term

**Anticipated Cash Flows:** Assets in the Plan will seek to mitigate the impact of future rate increases from CalPERS. Typically increases in rates come with a one-year advance warning, however this Plan may transfer assets to CalPERS at any time.

**Investment Objective:** The primary objective is to maximize total Plan return, subject to the risk and quality constraints set forth herein. The investment objective the Plan Sponsor has selected is the **Balanced Objective**, which has a dual goal to seek growth of income and principal.

**Risk Tolerance:** *Balanced*  
The account's risk tolerance has been rated moderate, which demonstrates that the account can accept price fluctuations to pursue its investment objectives.

**Strategic Asset Allocation:** The asset allocation ranges for this objective are listed below:

<i>Strategic Asset Allocation Ranges</i>		
Cash	Fixed Income	Equity
0-20%	30%-50%	50%-70%
Policy: 5%	Policy: 35%	Policy: 60%

Market conditions may cause the account's asset allocation to vary from the stated range from time to time. The Investment Manager will rebalance the portfolio no less than quarterly and/or when the actual weighting differs substantially from the strategic range, if appropriate and consistent with your objectives.

**Security Guidelines:**

Equities

With the exception of limitations and constraints described above, Investment Manager may allocate assets of the equity portion of the account among various market capitalizations (large, mid, small) and investment styles (value, growth). Further, Investment Manager may allocate assets among domestic, international developed and emerging market equity securities.

Total Equities	50%-70%
<i>Equity Style</i>	<i>Range</i>
Domestic Large Cap Equity	20%-50%
Domestic Mid Cap Equity	0%-15%
Domestic Small Cap Equity	0%-20%
International Equity (incl. Emerging Markets)	0%-20%
Real Estate Investment Trust (REIT)	0%-10%

Fixed Income

In the fixed income portion of the account, Investment Manager may allocate assets among various sectors and industries, as well as varying maturities and credit quality that are consistent with the overall goals and objectives of the portfolio.

Total Fixed Income	30%-50%
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**Eligible Investments**

- Debt obligations of the U.S. Government, its agencies, and Government Sponsored Enterprises
- Mortgage-Backed Securities (MBS)
- Asset Backed Securities (ABS)
- Collateralized Mortgage Obligations (CMO)
- Commercial Mortgage-Backed Securities (CMBS)

- Corporate debt securities issued by U.S. or foreign entities including, but not limited to, limited partnerships, equipment trust certificates and enhanced equipment trust certificates

### **Quality**

The portfolio will maintain a minimum weighted average quality of A- at all times. Individual securities shall have a minimum quality rating of Baa3 by Moody's or BBB- by Standard & Poor's (S&P).

### **Duration**

The manager will maintain the portfolio duration within +/- 25% of the benchmark duration at all times.

### **Diversification**

- Any individual issuer position size is to be less than 10% of the portfolio assets at time of purchase, with the exception of securities issued or guaranteed by the U.S. Government, its agencies, and Government Sponsored Enterprises
- High Yield will be managed with funds and/or ETF's at less than 5% of the total portfolio.

### **Performance Benchmarks:**

The performance of the total Plan shall be measured over a three and five-year periods. These periods are considered sufficient to accommodate the market cycles experienced with investments. The performance shall be compared to the return of the total portfolio blended benchmark shown below.

### **Total Portfolio Blended Benchmark**

32.00%	S&P500 Index
6.00%	Russell Mid Cap Index
9.00%	Russell 2000 Index
4.00%	MSCI Emerging Market Index
7.00%	MSCI EAFE Index
2.00%	Wilshire REIT
27.00%	BC US Aggregate Index
6.75%	ML 1-3 Year US Corp/Gov't
1.25%	US High Yield Master II
5.00%	Citi 1Mth T-Bill

#### Asset Class/Style Benchmarks

Over a market cycle, the long-term objective for each investment strategy is to add value to a market benchmark. The following are the benchmarks used to monitor each investment strategy:

Large Cap Equity	S&P 500 Index
Growth	S&P 500 Growth Index
Value	S&P 500 Value Index
Mid Cap Equity	Russell Mid Cap Index
Growth	Russell Mid Cap Growth
Value	Russell Mid Cap Value
Small Cap Equity	Russell 2000 Index
Growth	Russell 2000 Growth
Value	Russell 2000 Value
REITs	Wilshire REIT
International Equity	MSCI EAFE
Investment Grade Bonds	Barclays US Aggregate

#### ***Security Selection***

Investment Manager may utilize a full range of investment vehicles when constructing the investment portfolio, including but not limited to individual securities, mutual funds, and exchange-traded funds. In addition, to the extent permissible, Investment Manager is authorized to invest in shares of mutual funds in which the Investment Manager serves as advisor or sub-adviser.

#### ***Investment Limitations:***

The following investment transactions are prohibited:

- Direct investments in precious metals (precious metals mutual funds and exchange-traded funds are permissible).
- Venture Capital
- Short sales\*
- Purchases of Letter Stock, Private Placements, or direct payments
- Leveraged Transactions\*
- Commodities Transactions Puts, calls, straddles, or other option strategies\*
- Purchases of real estate, with the exception of REITs
- Individual high yield or below investment grade rated bonds (high yield will be managed with funds and/or ETF's)
- Derivatives, with exception of ETFs\*

*\*Permissible in diversified mutual funds and exchange-traded funds*

## **Duties and Responsibilities**

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### ***Responsibilities of Plan Sponsor***

The Investment Advisory Committee of the City of Brea is responsible for:

- Confirming in writing the accuracy of this Investment Policy Guidelines.
- Advising Trustee and Investment Manager of any change in the plan/account's financial situation, funding status, or cash flows, which could possibly necessitate a change to the account's overall risk tolerance, time horizon or liquidity requirements; and thus would dictate a change to the overall investment objective and goals for the account.

The City Treasurer and Administrative Services Director is responsible for:

- Monitoring and supervising all service vendors and investment options, including investment managers.
- Avoiding prohibited transactions and conflicts of interest.
- Providing quarterly investment reports to the City Council.

### ***Responsibilities of Trustee***

The plan Trustee is responsible for:

- Valuing the holdings.
- Collecting all income and dividends owed to the Plan.
- Settling all transactions (buy-sell orders).

### ***Responsibilities of Investment Manager***

The Investment Manager is responsible for:

- Assisting the Investment Advisory Committee with the development and maintenance of this Investment Policy Guidelines annually.
- Meeting with Investment Advisory Committee semi-annually to review portfolio structure, holdings, and performance.
- Meeting with City Council annually to review portfolio structure, holdings, and performance.
- Providing quarterly investment reports to the Investment Advisory Committee.
- Designing, recommending and implementing an appropriate asset allocation consistent with the investment objectives, time horizon, risk profile, guidelines and constraints outlined in this statement.
- Researching and monitoring investment advisers and investment vehicles.
- Purchasing, selling, and reinvesting in securities held in the account.
- Monitoring the performance of all selected assets.
- Notify Investment Advisory Committee when investment portfolios demonstrate low performance, if any, which occurs between each periodic report.
- Voting proxies, if applicable.
- Recommending changes to any of the above.
- Periodically reviewing the suitability of the investments, being available to meet with the committee at least once each year, and being available at such other times within reason at your request.
- Informing the committee if changes occur in personnel that are responsible for portfolio management or research.

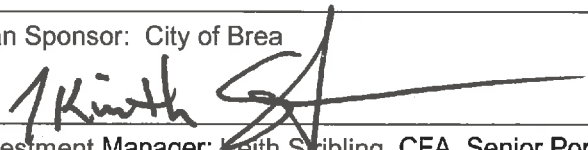
## Acknowledgement and Acceptance

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I/We being the Plan Sponsor with responsibility for the account(s) held on behalf of the Plan Sponsor specified below, designate Investment Manager as having the investment discretion and management responsibility indicated in relation to all assets of the Plan or specified Account. If such designation is set forth in the Plan/trust, I/We hereby confirm such designation as Investment Manager.

I have read the Investment Policy Guidelines, and confirm the accuracy of it, including the terms and conditions under which the assets in this account are to be held, managed, and disposed of by Investment Manager. This Investment Policy Guidelines supersedes all previous versions of an Investment Policy Guidelines or investment objective instructions that may have been executed for this account.

\_\_\_\_\_  
Plan Sponsor: City of Brea      Date: \_\_\_\_\_

 \_\_\_\_\_      Date: 7/24/18

Investment Manager: Keith Stribling, CFA, Senior Portfolio Manager, (949) 553-2591

**City of Brea**

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Monthly Report of Investments for the City of Brea for Period Ending June 30, 2018

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**RECOMMENDATION**

Receive and file.

**BACKGROUND/DISCUSSION**

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of June. Cash for day-to-day activities is deposited in the demand and interest-bearing checking accounts. The Local Agency Investment Fund (LAIF) is used for short term investment and functions like a savings account.

The City's managed investment portfolio is for longer-term investments which are managed through Chandler Asset Management. Together, the short and long-term investment accounts represent the City's investment portfolio. Attachment A includes a Portfolio Summary, Holdings Report, Book Value Report and Compliance with Investment Policy Statement prepared by Chandler Asset Management for the invested funds. The book value is the cost, plus or minus amortization/accretion.

As of June 30, 2018, the total market value of the managed investment portfolio, including accrued interest, was \$57,190,829.72 as compared to \$57,194,910.65 at May 31, 2018. The weighted average investment yield for June 2018 was 1.93%, which was slightly higher from the prior month of 1.88%. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of \$21,075,459.34 at June 30, 2018. This brings the total value of the City's investment portfolio as of June 30, 2018 to \$78,266,289.06, as compared to \$78,238,391.97 at May 31, 2018.

Restricted cash and investments are held in the post-employment benefits trust account administered by PARS (PARS account) and managed by HighMark Capital and the City's various bond reserve accounts which are managed by Chandler Asset Management.

Attachment A includes a monthly statement from US Bank for the PARS account as well as a portfolio report from Chandler Asset Management for each bond reserve account that is invested.

As of June 30, 2018, the market value of the PARS account, including short-term cash and accrued interest was \$7,297,622.54 as compared to \$7,321,052.68 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest was \$7,224,045.39 in comparison to \$6,733,935.73 from the prior month. In previous Monthly Reports of Investments, the City of Brea reported 2,106.5 shares of water common stock with Cal Domestic valued at \$6,692,116.02 and 687.85 shares of Class A preferred stock. Based on guidance provided by the Governmental Accounting Standards Board

(GASB) and the concurrence of the City's independent auditor, these assets have been reclassified as other non-current assets and water rights, respectively, as opposed to Other Investments. These stocks represent water rights and/or entitle the City to access water as part of the overall operation of providing water service to the community as opposed to an investment instrument acquired and being held for the purpose of income or generating cash. Therefore, moving forward and beginning with the July 2018 Monthly Report of Investments, this information will no longer be included in this report.

All City investments are GASB rated No. 1, where the custodian (The Bank of New York Mellon Trust Company, N.A.) acts as an agent of the City, and is not a counter party to the investment transaction, and all securities are held in the name of the City of Brea. The custodial account at Bank of New York and account records with Chandler Asset Management have been reconciled to par value for the month. The City of Brea has sufficient cash flow to meet its expected expenditures for the next six months.

### **COMMISSION/COMMITTEE RECOMMENDATION**

On July 23, 2018, the Investment Advisory Committee reviewed the Monthly Report of Investments and recommended that the City Council receive and file.

### **FISCAL IMPACT/SUMMARY**

During the month of June, the total value of the City's investment portfolio increased by \$27,897.09. This increase is primarily due to quarterly interest accrued in the City's LAIF account. The City's PARS account decreased by \$23,430.14 primarily due to market rate adjustments and the City's bond reserve accounts increased by \$490,108.66 in preparation of debt service payments for the 2009, 2010 and 2014 Water Revenue Bonds that are due July 1, 2018.

### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Management Analyst

Concurrence: Cindy Russell, Administrative Services Director

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### **Attachments**

Attachment A

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**City of Brea**  
**Cash and Investment Information**  
June 30, 2018

		<b>Cost Value</b>	<b>Market Value*</b>
<b>Demand and Interest-Bearing Checking Accounts</b>	Citizen's Bank	\$ 2,839,042.51	\$ 2,839,042.51
<b>Local Agency Investment Fund</b>	LAIF	\$ 20,996,554.78	\$ 21,075,459.34
<b>Managed Investment Portfolio - CHANDLER</b>	Chandler	\$ 57,923,652.18	\$ 57,190,829.72
<b>PARS Post-Employment Benefits Trust**</b>	US Bank	\$ 6,725,220.78	\$ 7,297,622.54
<b><u>Fiscal Agent Cash &amp; Investments**</u></b>			
2005 Olinda Ranch Public Improvements Bonds (CFD 1997-1)	Chandler/BNY	\$ 456,682.12	\$ 448,928.05
2009 Water Revenue Bonds	Chandler/BNY	\$ 3,180,025.78	\$ 3,122,562.76
2009 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 674,905.84	\$ 674,905.84
2010 Water Revenue Bonds	Chandler/BNY	\$ 1,830,862.66	\$ 1,793,402.87
2010 Lease Revenue Bonds	Chandler/BNY	\$ 268,405.78	\$ 260,939.59
2011 Tax Allocation Bonds, Series B	Chandler/BNY	\$ -	\$ -
2014 Downtown Brea Public Improvements CFD Bonds	Chandler/BNY	\$ 163,771.59	\$ 163,771.59
2014 Water Revenue Bonds	Chandler/BNY	\$ 759,534.69	\$ 759,534.69
<b>Sub-total - Fiscal Agent Cash &amp; Investments</b>		<b>\$ 7,334,188.46</b>	<b>\$ 7,224,045.39</b>
<b>Report Grand Total</b>		<b>\$ 95,818,658.71</b>	<b>\$ 95,626,999.50</b>

\* Includes accrued interest on invested funds

\*\* Reserve Fund

**City of Brea**  
**Cash and Investment Information**  
June 30, 2018

<b>Fiscal Agent Cash &amp; Investments Detail</b>		<b>Cost Value</b>	<b>Market Value</b>
10103	2005 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - <b>CHANDLER</b>	\$ 456,622.63	\$ 448,868.56
	Short-Term Treasury Funds - <b>BNY</b>	\$ 59.49	\$ 59.49
	<b>Sub-total</b>	<b>\$ 456,682.12</b>	<b>\$ 448,928.05</b>
10073	2009 Water Revenue Bonds - <b>CHANDLER</b>	\$ 1,942,544.96	\$ 1,885,081.94
	Short-Term Treasury Funds - <b>BNY</b>	\$ 1,237,480.82	\$ 1,237,480.82
		<b>\$ 3,180,025.78</b>	<b>\$ 3,122,562.76</b>
10118	2009 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 674,905.84	\$ 674,905.84
	<b>Sub-total</b>	<b>\$ 674,905.84</b>	<b>\$ 674,905.84</b>
10128	2010 Water Revenue Bonds - <b>CHANDLER</b>	\$ 1,366,944.64	\$ 1,329,484.85
	Short-Term Treasury Funds - <b>BNY</b>	\$ 463,918.02	\$ 463,918.02
	<b>Sub-total</b>	<b>\$ 1,830,862.66</b>	<b>\$ 1,793,402.87</b>
10129	2010 Lease Revenue Bonds - <b>CHANDLER</b>	\$ 265,980.01	\$ 258,513.82
	Short-Term Treasury Funds - <b>BNY</b>	\$ 2,425.77	\$ 2,425.77
	<b>Sub-total</b>	<b>\$ 268,405.78</b>	<b>\$ 260,939.59</b>
	2011 Tax Allocation Bonds, Series B - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ -	\$ -
	<b>Sub-total</b>	<b>\$ -</b>	<b>\$ -</b>
	2014 Downtown Brea Public Improvements CFD Bonds - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 163,771.59	\$ 163,771.59
	<b>Sub-total</b>	<b>\$ 163,771.59</b>	<b>\$ 163,771.59</b>
	2014 Water Revenue Bonds - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 759,534.69	\$ 759,534.69
	<b>Sub-total</b>	<b>\$ 759,534.69</b>	<b>\$ 759,534.69</b>
<b>Report Grand Total</b>		<b>\$ 7,334,188.46</b>	<b>\$ 7,224,045.39</b>



## Portfolio Summary

As of 6/30/2018

### PORTFOLIO CHARACTERISTICS

Average Duration	0.00
Average Coupon	1.90 %
Average Purchase YTM	1.90 %
Average Market YTM	1.90 %
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

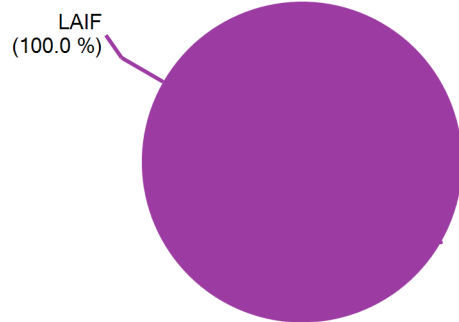
### ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
<b>Market Value</b>	20,996,555	20,996,555
<b>Accrued Interest</b>	46,927	78,905
<b>Total Market Value</b>	<b>21,043,481</b>	<b>21,075,459</b>
<b>Income Earned</b>	29,240	31,978
<b>Cont/WD</b>		0
<b>Par</b>	20,996,555	20,996,555
<b>Book Value</b>	20,996,555	20,996,555
<b>Cost Value</b>	20,996,555	20,996,555

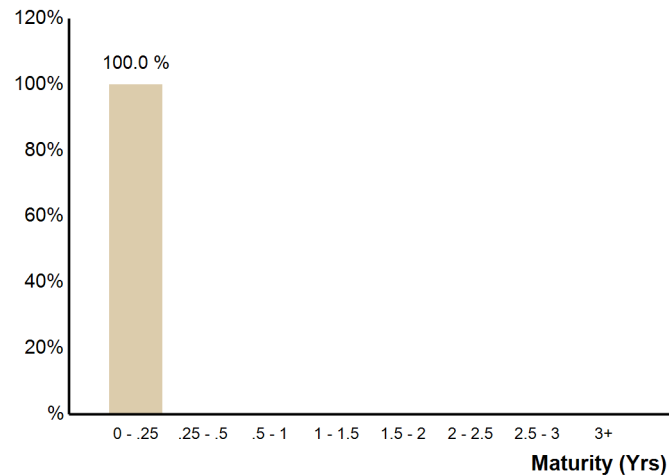
### TOP ISSUERS

Issuer	% Portfolio
Local Agency Investment Fund	100.0 %
	<b>100.0 %</b>

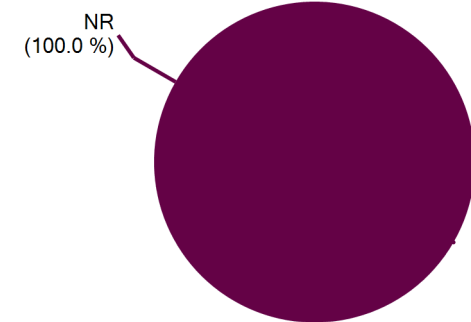
### SECTOR ALLOCATION



### MATURITY DISTRIBUTION



### CREDIT QUALITY (S&P)



### PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 2/28/2012
					3 Yrs	5 Yrs	10 Yrs	2/28/2012	
City of Brea Laif	0.15 %	0.51 %	0.81 %	1.36 %	0.84 %	0.60 %	N/A	N/A	N/A



## Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	20,996,554.78	Various 1.90 %	20,996,554.78 20,996,554.78	1.00 1.90 %	20,996,554.78 78,904.56	100.00 % 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>20,996,554.78</b>	<b>1.90 %</b>	<b>20,996,554.78</b> <b>20,996,554.78</b>	<b>1.90 %</b>	<b>20,996,554.78</b> <b>78,904.56</b>	<b>100.00 %</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>TOTAL PORTFOLIO</b>		<b>20,996,554.78</b>	<b>1.90 %</b>	<b>20,996,554.78</b> <b>20,996,554.78</b>	<b>1.90 %</b>	<b>20,996,554.78</b> <b>78,904.56</b>	<b>100.00 %</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>21,075,459.34</b>			





Income Earned

5/31/18 Thru 6/30/18

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
<b>Local Agency Investment Fund</b>						
90LAIF\$00	Local Agency Investment Fund State Pool		20,996,554.78	46,926.54	0.00	
		Various	0.00	0.00	0.00	
		Various	0.00	78,904.56	0.00	0.00
		20,996,554.78	20,996,554.78	31,978.02	31,978.02	31,978.02
			20,996,554.78	46,926.54	0.00	
			0.00	0.00	0.00	
			0.00	78,904.56	0.00	0.00
<b>TOTAL Local Agency Investment Fund</b>		<b>20,996,554.78</b>	<b>20,996,554.78</b>	<b>31,978.02</b>	<b>31,978.02</b>	<b>31,978.02</b>
			20,996,554.78	46,926.54	0.00	
			0.00	0.00	0.00	
			0.00	78,904.56	0.00	0.00
<b>TOTAL PORTFOLIO</b>		<b>20,996,554.78</b>	<b>20,996,554.78</b>	<b>31,978.02</b>	<b>31,978.02</b>	<b>31,978.02</b>



## Cash Flow Report

From 06/30/2018

ATTACHMENT A

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/16/2018	Dividend	90LAIF\$00	1,613,453,994.78	Local Agency Investment Fund State Pool	0.00	78,369.68	78,369.68
Jul 2018					0.00	78,369.68	78,369.68
Total					0.00	78,369.68	78,369.68



### PORTFOLIO CHARACTERISTICS

Average Duration	2.38
Average Coupon	1.81 %
Average Purchase YTM	1.93 %
Average Market YTM	2.71 %
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	2.60 yrs
Average Life	2.48 yrs

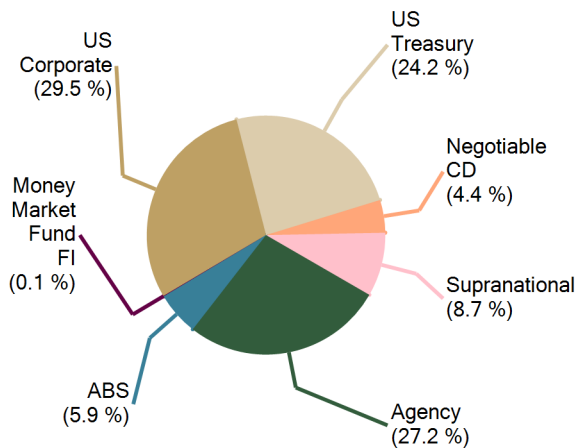
### ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
<b>Market Value</b>	56,926,597	56,888,233
<b>Accrued Interest</b>	268,314	302,596
<b>Total Market Value</b>	<b>57,194,911</b>	<b>57,190,830</b>
<b>Income Earned</b>	90,138	90,273
<b>Cont/WD</b>		0
<b>Par</b>	58,097,522	58,179,140
<b>Book Value</b>	57,922,927	57,977,946
<b>Cost Value</b>	57,872,014	57,923,652

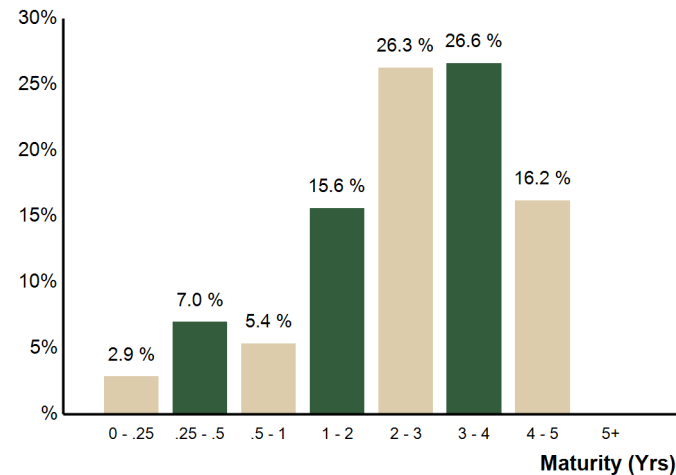
### TOP ISSUERS

Issuer	% Portfolio
Government of United States	24.2 %
Federal National Mortgage Assoc	18.2 %
Inter-American Dev Bank	5.4 %
Federal Home Loan Mortgage Corp	5.0 %
Federal Home Loan Bank	4.0 %
Intl Bank Recon and Development	2.6 %
US Bancorp	1.9 %
Bank of Nova Scotia Houston	1.8 %
	<b>63.1 %</b>

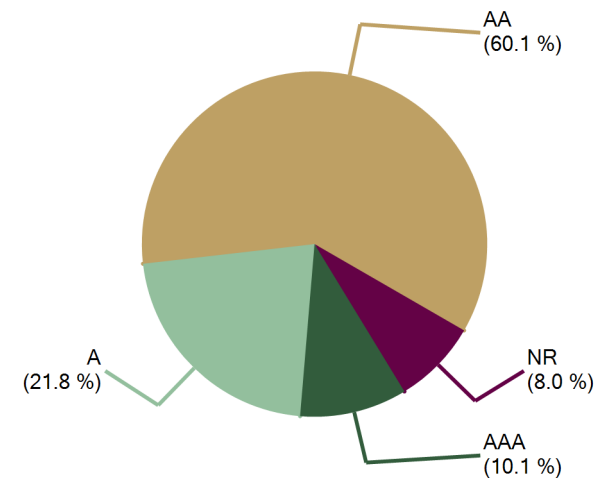
### SECTOR ALLOCATION



### MATURITY DISTRIBUTION



### CREDIT QUALITY (S&P)



### PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			4/30/1996	Since 4/30/1996
					3 Yrs	5 Yrs	10 Yrs		
City of Brea	-0.01 %	0.24 %	-0.17 %	-0.06 %	0.82 %	1.09 %	2.04 %	3.81 %	129.23 %
ICE BAML 1-5 Yr US Treasury/Agency Index*	0.00 %	0.13 %	-0.24 %	-0.33 %	0.51 %	0.82 %	1.80 %	3.44 %	111.44 %
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	-0.02 %	0.15 %	-0.28 %	-0.28 %	0.64 %	0.96 %	1.94 %	N/A	N/A

\*ICE BAML 1-Yr US Treasury Bill Index to 9/30/01,





**City of Brea**  
**June 30, 2018**

## COMPLIANCE WITH INVESTMENT POLICY

*Assets managed by Chandler Asset Management are in full compliance with state law and with the Client's investment policy*

Category	Standard	Comment
Treasury Issues	No limitations	Complies
US Agencies	25% per issuer	Complies
Supranationals	"AA" rated by a NRSRO; 15% maximum; 5% max per issuer	Complies*
Municipal Securities	5% max issuer	Complies
Banker's Acceptances	40% maximum; 5% max issuer; 180 days max maturity	Complies
Commercial Paper	A-1/P-1 by S&P and Moody's; 25% maximum; 5% max per issuer; 270 days max maturity	Complies
Certificates of Deposit(CDs)/ Time Deposits (TDs)	5% max issuer; FDIC Insured and/or Collateralized	Complies
Negotiable CDs	30% maximum; 5% max per issuer	Complies
Medium Term Notes	"A" rated or better by a NRSRO; 30% maximum; 5% max per issuer	Complies
Pass Through Securities, Asset- Backed Securities (ABS), CMOs	"AA" or higher by a NRSRO; "A" rated issuer by a NRSRO; 20% maximum (combined), 10% maximum (ABS); 5% max per issuer; CMOs must pass FFIEC test	Complies
Money Market Funds	Highest rating by two NRSROs; 20% maximum; 5% max per fund	Complies
LAIF	40%; <60%, with OCIP	Complies
OCIP	40%; <60%, with LAIF	Complies
Repurchase Agreements	5% max issuer; 1 year max maturity	Complies
Range notes	Prohibited	Complies
Interest-only strips	Prohibited	Complies
Zero interest accruals	Prohibited	Complies
Agency Callable notes	5% maximum	Complies
Max Per Issuer	5% per issuer for all non government issuers and agencies	Complies
Maximum Maturity	5 years	Complies

\*IADB is in compliance on a consolidated portfolio basis.



## Reconciliation Summary

As of 6/30/2018

BOOK VALUE RECONCILIATION	
<b>Beginning Book Value</b>	<b>\$57,922,926.67</b>
<b><u>Acquisition</u></b>	
+ Security Purchases	\$2,162,972.72
+ Money Market Fund Purchases	\$1,851,023.08
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
<b>Total Acquisitions</b>	<b>\$4,013,995.80</b>
<b><u>Dispositions</u></b>	
- Security Sales	\$428,937.90
- Money Market Fund Sales	\$2,170,171.47
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$1,133,882.00
- Calls	\$0.00
- Principal Paydowns	\$229,233.32
<b>Total Dispositions</b>	<b>\$3,962,224.69</b>
<b><u>Amortization/Accretion</u></b>	
+/- Net Accretion	\$4,219.53
	<b>\$4,219.53</b>
<b><u>Gain/Loss on Dispositions</u></b>	
+/- Realized Gain/Loss	(\$971.31)
	<b>(\$971.31)</b>
<b>Ending Book Value</b>	<b>\$57,977,946.00</b>

CASH TRANSACTION SUMMARY	
<b>BEGINNING BALANCE</b>	<b>\$356,753.40</b>
<b><u>Acquisition</u></b>	
Contributions	\$0.00
Security Sale Proceeds	\$428,937.90
Accrued Interest Received	\$46.58
Interest Received	\$52,229.42
Dividend Received	\$575.86
Principal on Maturities	\$1,133,882.00
Interest on Maturities	\$6,118.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$229,233.32
<b>Total Acquisitions</b>	<b>\$1,851,023.08</b>
<b><u>Disposition</u></b>	
Withdrawals	\$0.00
Security Purchase	\$2,162,972.72
Accrued Interest Paid	\$7,198.75
<b>Total Dispositions</b>	<b>\$2,170,171.47</b>
<b>Ending Book Value</b>	<b>\$37,605.01</b>

# Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43814RAB2	Honda Auto Receivables 2016-4 A2 1.04% Due 4/18/2019	41,956.41	10/18/2016 1.05 %	41,955.24 41,956.03	99.93 3.11 %	41,925.55 15.76	0.07 % (30.48)	NR / AAA AAA	0.80 0.04
89231LAB3	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	15,452.46	10/04/2016 1.07 %	15,451.22 15,452.04	99.93 9.14 %	15,442.39 7.28	0.03 % (9.65)	Aaa / AAA NR	0.87 0.03
43814TAB8	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	77,976.23	03/21/2017 1.43 %	77,974.37 77,975.38	99.86 2.56 %	77,866.33 30.76	0.14 % (109.05)	Aaa / NR AAA	1.06 0.12
89238MAB4	Toyota Auto Receivables Owner 2017-A 1.42% Due 9/16/2019	140,803.80	03/07/2017 1.43 %	140,790.21 140,797.24	99.85 2.34 %	140,593.27 88.86	0.25 % (203.97)	Aaa / AAA NR	1.21 0.16
47787XAB3	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	108,364.12	02/22/2017 1.50 %	108,363.69 108,363.91	99.83 2.52 %	108,180.20 72.24	0.19 % (183.71)	Aaa / NR AAA	1.29 0.17
654747AB0	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	127,449.45	03/21/2017 1.47 %	127,448.80 127,449.09	99.73 2.57 %	127,107.35 83.27	0.22 % (341.74)	Aaa / NR AAA	1.55 0.24
47788MAC4	John Deere Owner Trust 2016-A A3 1.36% Due 4/15/2020	239,298.95	02/23/2016 1.37 %	239,261.28 239,282.58	99.55 2.62 %	238,219.66 144.64	0.42 % (1,062.92)	Aaa / NR AAA	1.79 0.36
47788BAB0	John Deere Owner Trust 2017-B A2A 1.59% Due 4/15/2020	116,233.71	07/11/2017 1.60 %	116,223.61 116,227.12	99.62 2.59 %	115,792.55 82.14	0.20 % (434.57)	Aaa / NR AAA	1.79 0.38
89238BAB8	Toyota Auto Receivables Owner 2018-A A2A 2.1% Due 10/15/2020	715,000.00	01/23/2018 2.12 %	714,926.93 714,938.10	99.63 2.62 %	712,325.16 667.33	1.25 % (2,612.94)	Aaa / AAA NR	2.30 0.73
654747AD6	Nissan Auto Receivables 2017-A A3 1.74% Due 8/16/2021	500,000.00	12/27/2017 2.10 %	496,816.41 497,258.18	98.62 2.88 %	493,091.00 362.50	0.86 % (4,167.18)	Aaa / NR AAA	3.13 1.22
43811BAC8	Honda Auto Receivables 2017-2 A3 1.68% Due 8/16/2021	450,000.00	04/27/2018 2.62 %	443,003.91 443,364.17	98.53 2.86 %	443,382.30 336.00	0.78 % 18.13	Aaa / AAA NR	3.13 1.26
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	130,000.00	07/11/2017 1.83 %	129,990.48 129,992.62	98.55 2.88 %	128,111.36 105.16	0.22 % (1,881.26)	Aaa / NR AAA	3.30 1.38
47788CAC6	John Deere Owner Trust 2016-B A4 2.66% Due 4/18/2022	185,000.00	02/21/2018 2.68 %	184,986.70 184,987.78	99.49 2.95 %	184,048.91 218.71	0.32 % (938.87)	Aaa / NR AAA	3.80 1.85
02587AAJ3	American Express Credit 2017-1 1.93% Due 9/15/2022	550,000.00	06/21/2018 3.75 %	541,449.22 541,534.30	98.53 3.68 %	541,889.70 471.78	0.95 % 355.40	Aaa / NR AAA	4.21 0.85
<b>Total ABS</b>		<b>3,397,535.13</b>	<b>2.29 %</b>	<b>3,378,642.07</b> <b>3,379,578.54</b>	<b>2.90 %</b>	<b>3,367,975.73</b> <b>2,686.43</b>	<b>5.89 %</b> <b>(11,602.81)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.75</b> <b>0.85</b>

<b>AGENCY</b>									
3135G0A78	FNMA Note 1.625% Due 1/21/2020	1,250,000.00	Various 1.46 %	1,260,040.40 1,253,167.10	98.67 2.50 %	1,233,321.25 9,027.78	2.17 % (19,845.85)	Aaa / AA+ AAA	1.56 1.52
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,250,000.00	05/28/2015 1.52 %	1,241,437.50 1,246,811.08	97.94 2.53 %	1,224,273.75 2,864.58	2.15 % (22,537.33)	Aaa / AA+ AAA	1.84 1.79
3135G0D75	FNMA Note 1.5% Due 6/22/2020	1,030,000.00	Various 1.57 %	1,026,700.60 1,028,649.01	97.97 2.56 %	1,009,123.96 386.25	1.77 % (19,525.05)	Aaa / AA+ AAA	1.98 1.93
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	450,000.00	11/21/2017 1.96 %	448,833.97 449,070.17	98.15 2.68 %	441,684.45 1,031.25	0.77 % (7,385.72)	Aaa / AA+ AAA	2.39 2.30

# Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3135G0F73	FNMA Note 1.5% Due 11/30/2020	1,225,000.00	12/16/2015 1.90 %	1,201,847.50 1,213,705.16	97.33 2.65 %	1,192,252.08 1,582.29	2.09 % (21,453.08)	Aaa / AA+ AAA	2.42 2.35
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	1,070,000.00	02/17/2016 1.46 %	1,065,677.20 1,067,721.48	96.80 2.64 %	1,035,798.52 5,435.45	1.82 % (31,922.96)	Aaa / AA+ AAA	2.64 2.55
3135G0J20	FNMA Note 1.375% Due 2/26/2021	1,275,000.00	Various 1.46 %	1,269,953.70 1,272,237.83	96.76 2.64 %	1,233,752.48 6,087.24	2.17 % (38,485.35)	Aaa / AA+ AAA	2.66 2.57
3135G0K69	FNMA Note 1.25% Due 5/6/2021	400,000.00	05/27/2016 1.48 %	395,724.00 397,530.79	96.21 2.64 %	384,836.80 763.89	0.67 % (12,693.99)	Aaa / AA+ AAA	2.85 2.77
3135G0U35	FNMA Note 2.75% Due 6/22/2021	500,000.00	06/28/2018 2.70 %	500,740.00 500,738.64	100.09 2.72 %	500,444.00 229.17	0.88 % (294.64)	Aaa / NR AAA	2.98 2.84
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	10/04/2016 1.33 %	1,273,126.60 1,277,441.10	95.69 2.61 %	1,229,639.63 6,706.09	2.16 % (47,801.47)	Aaa / AA+ AAA	3.04 2.94
3137EAEC9	FHLMC Note 1.125% Due 8/12/2021	1,250,000.00	08/30/2016 1.33 %	1,237,737.50 1,242,277.41	95.43 2.66 %	1,192,888.75 5,429.69	2.10 % (49,388.66)	Aaa / AA+ AAA	3.12 3.02
3135G0N82	FNMA Note 1.25% Due 8/17/2021	1,285,000.00	Various 1.29 %	1,282,305.71 1,283,270.28	95.68 2.70 %	1,229,462.30 5,978.82	2.16 % (53,807.98)	Aaa / AA+ AAA	3.13 3.02
3135G0S38	FNMA Note 2% Due 1/5/2022	1,350,000.00	04/25/2017 1.92 %	1,354,927.50 1,353,691.31	97.47 2.76 %	1,315,836.90 13,200.00	2.32 % (37,854.41)	Aaa / AA+ AAA	3.52 3.33
3135G0T45	FNMA Note 1.875% Due 4/5/2022	1,315,000.00	06/19/2017 1.88 %	1,314,801.44 1,314,844.10	96.95 2.73 %	1,274,867.52 5,890.10	2.24 % (39,976.58)	Aaa / AA+ AAA	3.77 3.58
3135G0T94	FNMA Note 2.375% Due 1/19/2023	1,000,000.00	03/14/2018 2.73 %	984,140.00 985,098.77	98.19 2.80 %	981,923.00 10,423.61	1.74 % (3,175.77)	Aaa / AA+ AAA	4.56 4.24
<b>Total Agency</b>		<b>15,935,000.00</b>	<b>1.68 %</b>	<b>15,857,993.62</b> <b>15,886,254.23</b>	<b>2.65 %</b>	<b>15,480,105.39</b> <b>75,036.21</b>	<b>27.20 %</b> <b>(406,148.84)</b>	<b>Aaa / AA+ AAA</b>	<b>2.84</b> <b>2.72</b>
<b>MONEY MARKET FUND FI</b>									
316175884	Fidelity Institutional Money Market Fund 696	37,605.01	Various 1.50 %	37,605.01 37,605.01	1.00 1.50 %	37,605.01 0.00	0.07 % 0.00	Aaa / AAA NR	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>37,605.01</b>	<b>1.50 %</b>	<b>37,605.01</b> <b>37,605.01</b>	<b>1.50 %</b>	<b>37,605.01</b> <b>0.00</b>	<b>0.07 %</b> <b>0.00</b>	<b>Aaa / AAA NR</b>	<b>0.00</b> <b>0.00</b>
<b>NEGOTIABLE CD</b>									
96121T3U0	Westpac Banking Corp Yankee CD 1.51% Due 7/20/2018	540,000.00	07/24/2017 1.51 %	539,998.65 539,999.93	100.00 1.51 %	539,999.93 7,814.25	0.96 % 0.00	P-1 / A-1+ F-1+	0.05 0.05
06417GXH6	Bank of Nova Scotia Yankee CD 1.57% Due 8/9/2018	1,040,000.00	08/08/2017 1.57 %	1,040,000.00 1,040,000.00	100.00 1.57 %	1,040,000.00 14,785.91	1.84 % 0.00	P-1 / A-1 NR	0.11 0.11
06371ETT4	Bank of Montreal Chicago Yankee CD 1.76% Due 11/7/2018	920,000.00	11/06/2017 1.76 %	920,000.00 920,000.00	100.00 1.76 %	920,000.00 10,614.76	1.63 % 0.00	P-1 / A-1 F-1+	0.36 0.35
<b>Total Negotiable CD</b>		<b>2,500,000.00</b>	<b>1.63 %</b>	<b>2,499,998.65</b> <b>2,499,999.93</b>	<b>1.63 %</b>	<b>2,499,999.93</b> <b>33,214.92</b>	<b>4.43 %</b> <b>0.00</b>	<b>P-1 / A-1 F-1+</b>	<b>0.19</b> <b>0.19</b>

# Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
459058ER0	Intl. Bank Recon & Development Note 1% Due 10/5/2018	1,460,000.00	09/30/2015 1.06 %	1,457,518.00 1,459,782.20	99.71 2.11 %	1,455,732.42 3,487.78	2.55 % (4,049.78)	Aaa / AAA AAA	0.27 0.26
4581X0CX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,065,000.00	04/05/2017 1.70 %	1,062,475.95 1,063,473.47	98.31 2.56 %	1,046,961.03 2,355.57	1.83 % (16,512.44)	Aaa / AAA AAA	1.87 1.82
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	410,000.00	01/18/2018 2.35 %	408,794.60 408,967.27	98.81 2.73 %	405,136.17 3,997.50	0.72 % (3,831.10)	Aaa / AAA NR	2.58 2.45
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 1/18/2022	1,275,000.00	01/10/2017 2.15 %	1,273,431.75 1,273,886.08	97.90 2.75 %	1,248,163.80 12,267.45	2.20 % (25,722.28)	Aaa / NR AAA	3.56 3.36
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.39 %	777,732.00 779,503.74	95.77 2.82 %	766,141.60 4,161.12	1.35 % (13,362.14)	NR / NR AAA	4.21 3.99
<b>Total Supranational</b>		<b>5,010,000.00</b>	<b>1.79 %</b>	<b>4,979,952.30</b> <b>4,985,612.76</b>	<b>2.53 %</b>	<b>4,922,135.02</b> <b>26,269.42</b>	<b>8.65 %</b> <b>(63,477.74)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.25</b> <b>2.14</b>
<b>US CORPORATE</b>									
02665WAC5	American Honda Finance Note 2.125% Due 10/10/2018	800,000.00	Various 1.90 %	807,073.15 800,477.07	99.91 2.43 %	799,296.81 3,825.01	1.40 % (1,180.26)	A2 / A+ NR	0.28 0.28
74005PBH6	Praxair Note 1.25% Due 11/7/2018	810,000.00	Various 1.67 %	797,684.40 808,850.66	99.53 2.59 %	806,185.71 1,518.75	1.41 % (2,664.95)	A2 / A NR	0.36 0.35
36962G7G3	General Electric Capital Corp Note 2.3% Due 1/14/2019	800,000.00	Various 2.27 %	800,569.30 800,128.88	99.77 2.72 %	798,191.21 8,535.55	1.41 % (1,937.67)	A2 / A A	0.54 0.53
17275RAR3	Cisco Systems Note 2.125% Due 3/1/2019	715,000.00	Various 2.04 %	717,853.05 715,380.63	99.75 2.50 %	713,210.36 5,064.58	1.26 % (2,170.27)	A1 / AA- NR	0.67 0.66
91159HHH6	US Bancorp Callable Note Cont 3/25/2019 2.2% Due 4/25/2019	700,000.00	Various 2.08 %	703,858.75 700,596.36	99.62 2.67 %	697,311.31 2,823.33	1.22 % (3,285.05)	A1 / A+ AA-	0.82 0.80
40434CAC9	HSBC USA Inc Note 2.25% Due 6/23/2019	800,000.00	06/20/2017 1.99 %	804,088.00 801,999.20	99.30 2.98 %	794,432.00 400.00	1.39 % (7,567.20)	A2 / A AA-	0.98 0.96
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	705,000.00	Various 2.29 %	705,272.60 705,060.49	99.46 2.80 %	701,184.54 4,954.59	1.23 % (3,875.95)	A1 / A AA-	1.20 1.08
94974BGF1	Wells Fargo Corp Note 2.15% Due 1/30/2020	735,000.00	01/26/2015 2.17 %	734,204.40 734,747.75	98.60 3.06 %	724,688.69 6,628.27	1.28 % (10,059.06)	A2 / A- A+	1.59 1.53
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	465,000.00	02/05/2015 1.77 %	464,511.75 464,841.00	98.42 2.75 %	457,663.23 3,074.17	0.81 % (7,177.77)	A1 / A+ A+	1.63 1.58
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	750,000.00	06/11/2015 2.49 %	741,693.75 746,820.55	98.53 3.06 %	738,942.76 1,921.88	1.30 % (7,877.79)	A1 / A NR	1.89 1.83
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	330,000.00	05/24/2017 1.82 %	329,808.60 329,876.88	98.20 2.76 %	324,064.29 429.00	0.57 % (5,812.59)	A2 / A A	1.93 1.88
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	325,000.00	10/29/2015 2.02 %	324,740.00 324,878.18	98.42 2.72 %	319,875.73 1,047.22	0.56 % (5,002.45)	Aaa / AAA AA+	2.35 2.18

# Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US CORPORATE</b>									
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due 11/3/2020	800,000.00	02/06/2017 2.16 %	803,768.00 802,333.78	98.22 3.12 %	785,764.00 2,964.44	1.38 % (16,569.78)	A3 / A A	2.35 2.17
78012KKU0	Royal Bank of Canada Note 2.5% Due 1/19/2021	700,000.00	01/24/2018 2.64 %	697,130.00 697,541.13	98.24 3.22 %	687,708.00 7,875.00	1.22 % (9,833.13)	A1 / AA- AA	2.56 2.42
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	875,000.00	Various 1.97 %	884,992.10 880,570.87	98.16 2.94 %	858,895.63 6,480.83	1.51 % (21,675.24)	Aaa / AA+ NR	2.67 2.55
24422ESL4	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	05/24/2017 2.12 %	322,663.95 320,449.55	99.17 3.13 %	312,373.22 2,866.50	0.55 % (8,076.33)	A2 / A A	2.68 2.54
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	05/08/2018 3.24 %	407,150.50 407,283.10	99.68 3.12 %	408,682.67 1,708.33	0.72 % 1,399.57	A2 / A+ NR	2.87 2.71
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	440,000.00	05/16/2016 1.96 %	439,771.20 439,868.06	96.88 3.09 %	426,263.64 1,001.00	0.75 % (13,604.42)	A1 / A AA-	2.89 2.77
594918BP8	Microsoft Callable Note Cont 7/8/21 1.55% Due 8/8/2021	590,000.00	Various 1.57 %	589,298.90 589,564.60	95.89 2.94 %	565,755.13 3,632.60	1.00 % (23,809.47)	Aaa / AAA AA+	3.11 2.98
68389XBK0	Oracle Corp Callable Note Cont 8/01/21 1.9% Due 9/15/2021	804,000.00	11/29/2016 2.40 %	785,998.44 791,930.30	95.24 3.48 %	765,744.88 4,497.93	1.35 % (26,185.42)	A1 / AA- A+	3.21 3.05
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	450,000.00	05/16/2018 3.34 %	438,612.75 438,988.34	97.95 3.22 %	440,781.75 5,525.00	0.78 % 1,793.41	Aa3 / AA- A	3.54 3.30
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	390,000.00	01/19/2017 2.66 %	389,329.20 389,521.33	97.84 3.27 %	381,580.29 4,464.69	0.68 % (7,941.04)	A1 / A+ AA-	3.57 3.33
674599CK9	Occidental Petroleum Callable Note Cont 3/15/2022 2.6% Due 4/15/2022	700,000.00	06/18/2018 3.27 %	683,298.00 683,429.70	97.77 3.23 %	684,379.50 3,842.22	1.20 % 949.80	A3 / A A	3.79 3.56
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45 %	889,919.90 889,934.73	96.53 3.37 %	859,074.28 9,267.13	1.52 % (30,860.45)	A2 / A A+	4.08 3.80
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	700,000.00	11/29/2017 2.58 %	688,156.00 689,597.41	95.67 3.31 %	669,713.80 4,833.89	1.18 % (19,883.61)	A1 / A+ A+	4.19 3.93
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	625,000.00	02/09/2018 3.19 %	618,968.75 619,431.92	97.40 3.60 %	608,725.00 8,565.14	1.08 % (10,706.92)	A3 / A- AA-	4.55 4.14
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	450,000.00	06/13/2018 3.44 %	437,485.50 437,601.58	97.57 3.36 %	439,085.25 4,025.00	0.77 % 1,483.67	A2 / A A	4.68 4.31
<b>Total US Corporate</b>		<b>17,074,000.00</b>	<b>2.32 %</b>	<b>17,007,900.94</b> <b>17,011,704.05</b>	<b>3.01 %</b>	<b>16,769,573.68</b> <b>111,772.05</b>	<b>29.52 %</b> <b>(242,130.37)</b>	<b>A1 / A+ A+</b>	<b>2.29</b> <b>2.15</b>
<b>US TREASURY</b>									
912828VF4	US Treasury Note 1.375% Due 5/31/2020	650,000.00	Various 1.63 %	642,866.47 647,006.63	97.84 2.54 %	635,958.70 757.01	1.11 % (11,047.93)	Aaa / AA+ AAA	1.92 1.87
912828L32	US Treasury Note 1.375% Due 8/31/2020	1,250,000.00	09/29/2015 1.37 %	1,250,394.81 1,250,174.01	97.52 2.56 %	1,218,945.00 5,744.74	2.14 % (31,229.01)	Aaa / AA+ AAA	2.17 2.11

# Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
912828L99	US Treasury Note 1.375% Due 10/31/2020	800,000.00	11/23/2015 1.71 %	787,471.43 794,072.73	97.28 2.58 %	778,249.60 1,853.26	1.36 % (15,823.13)	Aaa / AA+ AAA	2.34 2.27
912828N89	US Treasury Note 1.375% Due 1/31/2021	1,300,000.00	03/09/2016 1.40 %	1,298,734.82 1,299,330.95	96.95 2.60 %	1,260,339.60 7,456.15	2.22 % (38,991.35)	Aaa / AA+ AAA	2.59 2.50
912828B90	US Treasury Note 2% Due 2/28/2021	1,250,000.00	04/26/2016 1.40 %	1,285,111.61 1,269,334.24	98.44 2.61 %	1,230,517.50 8,355.98	2.17 % (38,816.74)	Aaa / AA+ AAA	2.67 2.56
912828Q37	US Treasury Note 1.25% Due 3/31/2021	800,000.00	12/13/2016 1.81 %	781,471.43 788,136.04	96.41 2.61 %	771,312.80 2,513.66	1.35 % (16,823.24)	Aaa / AA+ AAA	2.75 2.67
912828T34	US Treasury Note 1.125% Due 9/30/2021	1,300,000.00	11/09/2016 1.48 %	1,278,016.07 1,285,380.99	95.28 2.65 %	1,238,604.90 3,676.23	2.17 % (46,776.09)	Aaa / AA+ AAA	3.25 3.15
912828F96	US Treasury Note 2% Due 10/31/2021	1,025,000.00	01/27/2017 1.94 %	1,027,686.05 1,026,885.65	97.91 2.66 %	1,003,538.55 3,453.80	1.76 % (23,347.10)	Aaa / AA+ AAA	3.34 3.19
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14 %	1,335,407.68 1,341,830.74	96.76 2.68 %	1,315,959.12 7,954.89	2.31 % (25,871.62)	Aaa / AA+ AAA	3.67 3.50
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82 %	1,115,601.34 1,112,811.00	97.84 2.70 %	1,076,237.80 63.52	1.88 % (36,573.20)	Aaa / AA+ AAA	4.00 3.80
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87 %	1,000,433.04 1,000,366.36	96.74 2.71 %	967,383.00 6,266.98	1.70 % (32,983.36)	Aaa / AA+ AAA	4.17 3.95
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99 %	1,226,243.75 1,228,191.54	96.18 2.71 %	1,192,676.64 5,454.64	2.09 % (35,514.90)	Aaa / AA+ AAA	4.25 4.04
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46 %	1,132,121.09 1,133,670.60	97.49 2.72 %	1,121,115.45 66.41	1.96 % (12,555.15)	Aaa / AA+ AAA	4.51 4.25
<b>Total US Treasury</b>		<b>14,225,000.00</b>	<b>1.77 %</b>	<b>14,161,559.59</b> <b>14,177,191.48</b>	<b>2.64 %</b>	<b>13,810,838.66</b> <b>53,617.27</b>	<b>24.24 %</b> <b>(366,352.82)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>3.26</b> <b>3.12</b>
<b>TOTAL PORTFOLIO</b>		<b>58,179,140.14</b>	<b>1.93 %</b>	<b>57,923,652.18</b> <b>57,977,946.00</b>	<b>2.71 %</b>	<b>56,888,233.42</b> <b>302,596.30</b>	<b>100.00 %</b> <b>(1,089,712.58)</b>	<b>Aa2 / AA</b> <b>AAA</b>	<b>2.60</b> <b>2.38</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>57,190,829.72</b>			



**Book Value Report**  
As of 6/30/2018 12:00:00 AM

MIG	Book Value	12 Months or less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$3,379,578.54	\$1,693,960.29	\$873,379.67	\$812,238.58	\$3,379,578.54
Agency	\$15,886,254.23	\$0.00	\$3,528,627.19	\$12,357,627.04	\$15,886,254.23
Money Market Fund FI	\$37,605.01	\$37,605.01	\$0.00	\$0.00	\$37,605.01
Negotiable CD	\$2,499,999.93	\$2,499,999.93	\$0.00	\$0.00	\$2,499,999.93
Supranational	\$4,985,612.76	\$1,459,782.20	\$1,063,473.47	\$2,462,357.09	\$4,985,612.76
US Corporate	\$17,011,704.05	\$4,627,432.80	\$2,981,346.67	\$9,402,924.58	\$17,011,704.05
US Treasury	\$14,177,191.48	\$0.00	\$647,006.63	\$13,530,184.85	\$14,177,191.48
<b>Total</b>	<b>\$57,977,946.00</b>	<b>\$10,318,780.23</b>	<b>\$9,093,833.63</b>	<b>\$38,565,332.14</b>	<b>\$57,977,946.00</b>



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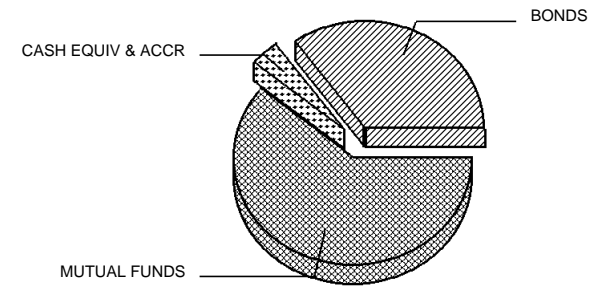
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 Period from June 1, 2018 to June 30, 2018

## ASSET SUMMARY

ASSETS	06/30/2018 MARKET	06/30/2018 BOOK VALUE	% OF MARKET
Cash And Equivalents	227,992.59	227,992.59	3.11
Corporate Issues	2,547,954.25	2,732,139.25	34.78
Mutual Funds-Equity	4,474,813.10	3,717,400.91	61.09
Mutual Funds-Fixed Income	46,862.60	47,688.00	0.64
<b>Total Assets</b>	<b>7,297,622.54</b>	<b>6,725,220.75</b>	<b>99.62</b>
Accrued Income	27,626.53	27,626.53	0.38
<b>Grand Total</b>	<b>7,325,249.07</b>	<b>6,752,847.28</b>	<b>100.00</b>

**Estimated Annual Income**                      **165,637.64**



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Period from June 1, 2018 to June 30, 2018

## ASSET DETAIL

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
<b>Cash And Equivalents</b>						
<b>Money Markets</b>						
First Am Govt Ob Fd Cl Z 31846V567 Asset Minor Code 1	227,886.480	227,886.48 1.0000	227,886.48	.00 .00	304.72	1.78
<b>Total Money Markets</b>	<b>227,886.480</b>	<b>227,886.48</b>	<b>227,886.48</b>	<b>.00 .00</b>	<b>304.72</b>	<b>1.78</b>
<b>Cash</b>						
Cash		106.11	106.11			
<b>Total Cash</b>	<b>.000</b>	<b>106.11</b>	<b>106.11</b>	<b>.00 .00</b>	<b>.00</b>	<b>0.00</b>
<b>Total Cash And Equivalents</b>	<b>227,886.480</b>	<b>227,992.59</b>	<b>227,992.59</b>	<b>.00 .00</b>	<b>304.72</b>	<b>1.78</b>
<b>Corporate Issues</b>						
Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moodys Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	147,660.00 98.4400	158,403.00	- 10,743.00 - 867.00	1,520.00	2.90
Bank Ny Mellon Mtn 5.450% 5/15/19 Standard & Poors Rating: A Moodys Rating: A1 06406HBM0 Asset Minor Code 28	200,000.000	204,634.00 102.3170	223,052.00	- 18,418.00 - 680.00	1,392.78	5.33

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Period from June 1, 2018 to June 30, 2018

**ASSET DETAIL (continued)**

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cisco Systems Inc 2.900% 3/04/21 Standard & Poors Rating: AA- Moody's Rating: A1 17275RAP7 Asset Minor Code 28	200,000.000	199,360.00 99.6800	207,884.00	- 8,524.00 - 910.00	1,885.00	2.91
Gen Elec Cap Crp Mtn 6.000% 8/07/19 Standard & Poors Rating: A Moody's Rating: A2 36962G4D3 Asset Minor Code 28	175,000.000	180,939.50 103.3940	200,947.25	- 20,007.75 - 740.25	4,200.00	5.80
Gen Elec Cap Crp Mtn 5.500% 1/08/20 Standard & Poors Rating: A Moody's Rating: A2 36962G4J0 Asset Minor Code 28	200,000.000	207,310.00 103.6550	228,930.00	- 21,620.00 - 632.00	5,286.11	5.31
General Elec Cap Mtn 3.100% 1/09/23 Standard & Poors Rating: A Moody's Rating: A2 36962G6S8 Asset Minor Code 28	100,000.000	97,763.00 97.7630	106,031.00	- 8,268.00 - 862.00	1,481.11	3.17
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: A Moody's Rating: A2 45866FAD6 Asset Minor Code 28	100,000.000	99,609.00 99.6090	104,231.00	- 4,622.00 - 434.00	312.50	3.76
Jp Morgan Chase Co 2.700% 5/18/23 Standard & Poors Rating: A- Moody's Rating: A3 46625HRL6 Asset Minor Code 28	75,000.000	72,000.00 96.0000	74,970.75	- 2,970.75 - 27.75	241.88	2.81
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	93,994.00 93.9940	103,111.00	- 9,117.00 - 517.00	1,038.89	2.93

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**ASSET DETAIL (continued)**

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Medtronic Inc 3.125% 3/15/22 Standard & Poors Rating: A Moody's Rating: A3 585055AX4 Asset Minor Code 28	200,000.000	198,488.00 99.2440	208,046.00	- 9,558.00 - 1,092.00	1,840.28	3.15
Mondelez Int 4.000% 2/01/24 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AB1 Asset Minor Code 28	100,000.000	100,850.00 100.8500	109,303.00	- 8,453.00 - 631.00	1,666.67	3.97
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	100,000.000	91,024.00 91.0240	94,613.00	- 3,589.00 - 1,251.00	395.83	2.61
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	71,634.75 95.5130	73,932.75	- 2,298.00 13.50	349.48	2.88
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 867914BM4 Asset Minor Code 28	75,000.000	73,074.00 97.4320	75,130.50	- 2,056.50 - 275.25	866.25	2.77
Verizon 5.150% 9/15/23 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 92343VBR4 Asset Minor Code 28	200,000.000	212,700.00 106.3500	230,048.00	- 17,348.00 - 2,372.00	3,032.78	4.84
Visa Inc 2.200% 12/14/20 Standard & Poors Rating: A+ Moody's Rating: A1 92826CAB8 Asset Minor Code 28	200,000.000	196,752.00 98.3760	204,764.00	- 8,012.00 - 202.00	207.78	2.24

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## ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: A- Moody's Rating: A2 94974BGA2 Asset Minor Code 28	100,000.000	96,608.00 96.6080	103,890.00	- 7,282.00 - 165.00	1,026.67	3.42
Xto Energy Inc 6.500% 12/15/18 Standard & Poors Rating: AA+ Moody's Rating: Aaa 98385XAT3 Asset Minor Code 28	200,000.000	203,554.00 101.7770	224,852.00	- 21,298.00 - 1,102.00	577.78	6.39
<b>Total Corporate Issues</b>	<b>2,550,000.000</b>	<b>2,547,954.25</b>	<b>2,732,139.25</b>	<b>- 184,185.00 - 12,746.75</b>	<b>27,321.79</b>	<b>3.99</b>

## Mutual Funds

### Mutual Funds-Equity

Columbia Contrarian Core Fd Instl 19765P406 Asset Minor Code 98	13,535.615	347,459.24 25.6700	286,152.52	61,306.72 2,030.35	.00	0.95
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,615.785	198,524.91 43.0100	167,877.56	30,647.35 - 3,554.16	.00	2.07
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	2,701.963	545,418.25 201.8600	472,318.55	73,099.70 6,133.45	.00	1.66
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	2,729.205	210,257.95 77.0400	159,285.03	50,972.92 272.92	.00	0.21
Hartford Schroders Emerging Markets 41665H797 Asset Minor Code 98	18,961.686	296,560.77 15.6400	221,817.29	74,743.48 - 9,860.08	.00	0.98

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PARS/CITY OF BREA 115P  
ACCOUNT 6746050800

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Period from June 1, 2018 to June 30, 2018

**ASSET DETAIL (continued)**

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	1,572.000	333,484.08 212.1400	267,586.34	65,897.74 2,185.08	.00	1.58
Mfs International Growth R6 552746356 Asset Minor Code 98	6,370.010	217,599.54 34.1600	168,325.23	49,274.31 - 637.00	.00	1.03
Nationwide Bailard Intl Equities R6 63868B815 Asset Minor Code 98	36,785.346	307,893.35 8.3700	274,455.74	33,437.61 - 13,610.57	.00	2.37
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	3,023.988	208,564.45 68.9700	158,814.82	49,749.63 2,661.11	.00	0.38
T Rowe Price New Horizons Fund I 779562206 Asset Minor Code 98	5,800.152	351,257.21 60.5600	252,158.88	99,098.33 10,440.28	.00	0.00
Undiscovered Managers Behavioral 904504842 Asset Minor Code 98	6,078.062	440,355.59 72.4500	383,498.40	56,857.19 3,403.71	.00	1.05
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	11,261.336	887,280.66 78.7900	775,301.76	111,978.90 - 3,153.18	.00	1.50
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	1,598.000	130,157.10 81.4500	129,808.79	348.31 4,090.88	.00	4.37
<b>Total Mutual Funds-Equity</b>	<b>115,033.148</b>	<b>4,474,813.10</b>	<b>3,717,400.91</b>	<b>757,412.19 402.79</b>	<b>.00</b>	<b>1.32</b>
<b>Mutual Funds-Fixed Income</b>						
Vanguard Short Term Invnt Grade #539 922031836 Asset Minor Code 99	4,480.172	46,862.60 10.4600	47,688.00	- 825.40 - 89.60	.02	2.33

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PARS/CITY OF BREA 115P  
ACCOUNT 6746050800

Page 11 of 26  
Period from June 1, 2018 to June 30, 2018

### ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Total Mutual Funds-Fixed Income	4,480.172	46,862.60	47,688.00	- 825.40 - 89.60	.02	2.33
Total Mutual Funds	119,513.320	4,521,675.70	3,765,088.91	756,586.79 313.19	.02	1.33
Total Assets	2,897,399.800	7,297,622.54	6,725,220.75	572,401.79 - 12,433.56	27,626.53	2.27
Accrued Income	.000	27,626.53	27,626.53			
Grand Total	2,897,399.800	7,325,249.07	6,752,847.28			

### ASSET DETAIL MESSAGES

Time of trade execution and trading party (if not disclosed) will be provided upon request.

Publicly traded assets are valued in accordance with market quotations or valuation methodologies from financial industry services believed by us to be reliable. Assets that are not publicly traded may be reflected at values from other external sources. Assets for which a current value is not available may be reflected at a previous value or as not valued, at par value, or at a nominal value. Values shown do not necessarily reflect prices at which assets could be bought or sold. Values are updated based on internal policy and may be updated less frequently than statement generation.

For further information, please contact your account manager or relationship manager.



PORTFOLIO CHARACTERISTICS

Average Duration	2.73
Average Coupon	1.67 %
Average Purchase YTM	1.74 %
Average Market YTM	2.62 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.85 yrs
Average Life	2.85 yrs

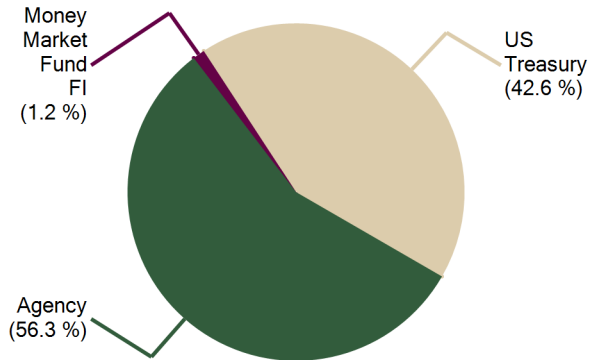
ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	447,288	446,894
Accrued Interest	1,546	1,975
<b>Total Market Value</b>	<b>448,834</b>	<b>448,869</b>
Income Earned	642	651
Cont/WD		0
Par	457,538	458,175
Book Value	457,215	457,201
Cost Value	456,638	456,623

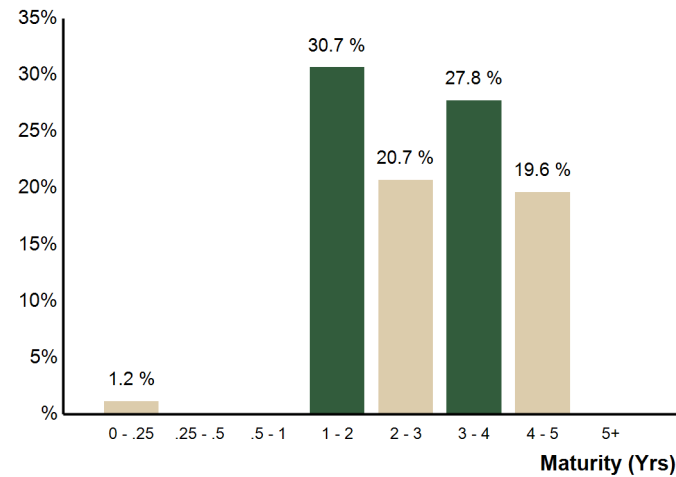
TOP ISSUERS

Issuer	% Portfolio
Government of United States	42.6 %
Federal National Mortgage Assoc	31.1 %
Federal Home Loan Bank	16.4 %
Federal Home Loan Mortgage Corp	8.8 %
AIM STIT-Treasury Portfolio	1.2 %
	<b>100.0 %</b>

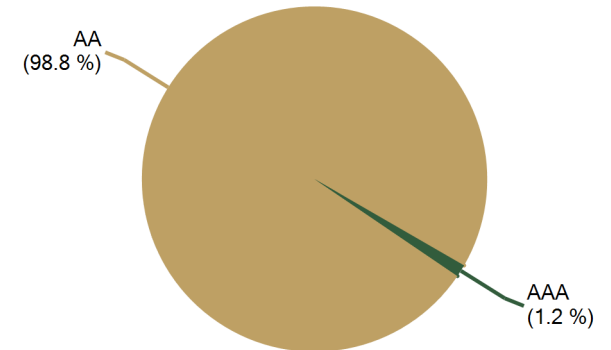
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			11/30/2009	Since 11/30/2009
					3 Yrs	5 Yrs	10 Yrs		
Brea 05 CFD 97-1 Spec Tax Reserve Fund	0.01 %	0.15 %	-0.36 %	-0.53 %	0.74 %	1.21 %	N/A	1.82 %	16.77 %
ICE BAML 3-Month US Treasury Bill Index	0.17 %	0.45 %	0.81 %	1.36 %	0.68 %	0.42 %	N/A	0.29 %	2.52 %





## Reconciliation Summary

As of 6/30/2018

BOOK VALUE RECONCILIATION	
<b>Beginning Book Value</b>	<b>\$457,214.72</b>
<b><u>Acquisition</u></b>	
+ Security Purchases	\$29,319.90
+ Money Market Fund Purchases	\$357.80
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
<b>Total Acquisitions</b>	<b>\$29,677.70</b>
<b><u>Dispositions</u></b>	
- Security Sales	\$26,757.54
- Money Market Fund Sales	\$2,720.67
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$0.00
- Calls	\$0.00
- Principal Paydowns	\$0.00
<b>Total Dispositions</b>	<b>\$29,478.21</b>
<b><u>Amortization/Accretion</u></b>	
+/- Net Accretion	\$22.18
	\$22.18
<b><u>Gain/Loss on Dispositions</u></b>	
+/- Realized Gain/Loss	(\$235.41)
	(\$235.41)
<b>Ending Book Value</b>	<b>\$457,200.98</b>

CASH TRANSACTION SUMMARY	
<b>BEGINNING BALANCE</b>	<b>\$7,538.05</b>
<b><u>Acquisition</u></b>	
Contributions	\$0.00
Security Sale Proceeds	\$26,757.54
Accrued Interest Received	\$120.75
Interest Received	\$350.00
Dividend Received	\$7.80
Principal on Maturities	\$0.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$0.00
<b>Total Acquisitions</b>	<b>\$27,236.09</b>
<b><u>Disposition</u></b>	
Withdrawals	\$0.00
Security Purchase	\$29,319.90
Accrued Interest Paid	\$279.06
<b>Total Dispositions</b>	<b>\$29,598.96</b>
<b>Ending Book Value</b>	<b>\$5,175.18</b>



# Holdings Report

As of 6/30/18

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	40,000.00	03/25/2015 1.40 %	39,735.60 39,926.65	98.48 2.49 %	39,392.24 123.61	8.80 % (534.41)	Aaa / AA+ AAA	1.26 1.23
313383HU8	FHLB Note 1.75% Due 6/12/2020	40,000.00	06/26/2015 1.87 %	39,779.20 39,913.14	98.37 2.61 %	39,349.08 36.94	8.77 % (564.06)	Aaa / AA+ NR	1.95 1.90
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	35,000.00	03/11/2016 1.64 %	34,566.00 34,768.07	96.80 2.64 %	33,881.26 177.80	7.59 % (886.81)	Aaa / AA+ AAA	2.64 2.55
3135G0Q89	FNMA Note 1.375% Due 10/7/2021	43,000.00	10/27/2016 1.50 %	42,738.13 42,826.77	95.86 2.71 %	41,217.65 137.96	9.21 % (1,609.12)	Aaa / AA+ AAA	3.27 3.15
3135G0S38	FNMA Note 2% Due 1/5/2022	40,000.00	04/24/2017 1.92 %	40,142.40 40,106.61	97.47 2.76 %	38,987.76 391.11	8.77 % (1,118.85)	Aaa / AA+ AAA	3.52 3.33
3135G0T78	FNMA Note 2% Due 10/5/2022	30,000.00	01/09/2018 2.36 %	29,518.50 29,566.40	96.77 2.81 %	29,032.14 143.33	6.50 % (534.26)	Aaa / AA+ AAA	4.27 4.03
3135G0T94	FNMA Note 2.375% Due 1/19/2023	30,000.00	06/13/2018 2.91 %	29,319.90 29,326.78	98.19 2.80 %	29,457.69 312.71	6.63 % 130.91	Aaa / AA+ AAA	4.56 4.24
<b>Total Agency</b>		<b>258,000.00</b>	<b>1.89 %</b>	<b>255,799.73</b> <b>256,434.42</b>	<b>2.68 %</b>	<b>251,317.82</b> <b>1,323.46</b>	<b>56.28 %</b> <b>(5,116.60)</b>	<b>Aaa / AA+ AAA</b>	<b>2.97</b> <b>2.83</b>
<b>MONEY MARKET FUND FI</b>									
825252109	Invesco Treasury MMFD Private Class	5,175.18	Various 0.60 %	5,175.18 5,175.18	1.00 0.60 %	5,175.18 0.00	1.15 % 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>5,175.18</b>	<b>0.60 %</b>	<b>5,175.18</b> <b>5,175.18</b>	<b>0.60 %</b>	<b>5,175.18</b> <b>0.00</b>	<b>1.15 %</b> <b>0.00</b>	<b>Aaa / AAA AAA</b>	<b>0.00</b> <b>0.00</b>
<b>US TREASURY</b>									
912828UQ1	US Treasury Note 1.25% Due 2/29/2020	30,000.00	Various 1.46 %	29,709.47 29,900.17	97.95 2.51 %	29,385.94 125.34	6.57 % (514.23)	Aaa / AA+ AAA	1.67 1.63
912828UV0	US Treasury Note 1.125% Due 3/31/2020	30,000.00	05/07/2015 1.57 %	29,379.01 29,778.19	97.63 2.52 %	29,287.50 84.84	6.54 % (490.69)	Aaa / AA+ AAA	1.75 1.71
912828WC0	US Treasury Note 1.75% Due 10/31/2020	30,000.00	11/04/2015 1.63 %	30,166.51 30,077.95	98.13 2.58 %	29,438.67 88.45	6.58 % (639.28)	Aaa / AA+ AAA	2.34 2.26
912828WN6	US Treasury Note 2% Due 5/31/2021	30,000.00	07/11/2016 1.01 %	31,406.35 30,839.55	98.27 2.62 %	29,480.85 50.82	6.58 % (1,358.70)	Aaa / AA+ AAA	2.92 2.81
912828G53	US Treasury Note 1.875% Due 11/30/2021	35,000.00	01/18/2017 1.89 %	34,974.14 34,981.83	97.46 2.66 %	34,109.95 55.58	7.61 % (871.88)	Aaa / AA+ AAA	3.42 3.28
912828J43	US Treasury Note 1.75% Due 2/28/2022	10,000.00	04/24/2017 1.84 %	9,960.58 9,970.18	96.76 2.68 %	9,676.17 58.49	2.17 % (294.01)	Aaa / AA+ AAA	3.67 3.50



## Holdings Report

As of 6/30/18

ATTACHMENT A

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828L24	US Treasury Note 1.875% Due 8/31/2022	30,000.00	09/18/2017 1.84 %	30,051.66 30,043.51	96.74 2.71 %	29,021.49 188.01	6.51 % (1,022.02)	Aaa / AA+ AAA	4.17 3.95
Total US Treasury		195,000.00	1.59 %	195,647.72 195,591.38	2.60 %	190,400.57 651.53	42.56 % (5,190.81)	Aaa / AA+ AAA	2.78 2.67
TOTAL PORTFOLIO		458,175.18	1.74 %	456,622.63 457,200.98	2.62 %	446,893.57 1,974.99	100.00 % (10,307.41)	Aaa / AA+ AAA	2.85 2.73
TOTAL MARKET VALUE PLUS ACCRUED						448,868.56			



PORTFOLIO CHARACTERISTICS

Average Duration	2.65
Average Coupon	1.84 %
Average Purchase YTM	1.45 %
Average Market YTM	2.57 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.77 yrs
Average Life	2.77 yrs

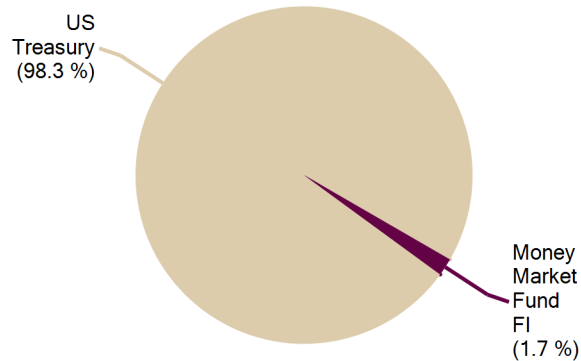
ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	1,877,612	1,877,107
Accrued Interest	6,375	7,975
<b>Total Market Value</b>	<b>1,883,987</b>	<b>1,885,082</b>
Income Earned	2,160	2,325
Cont/WD		0
Par	1,908,094	1,911,904
Book Value	1,928,759	1,929,483
Cost Value	1,941,216	1,942,545

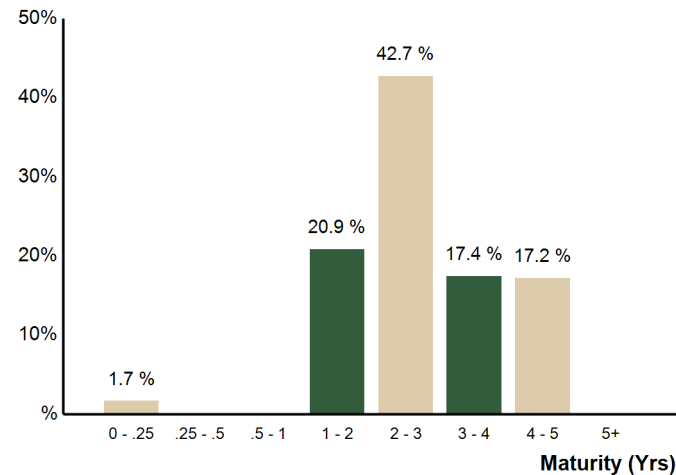
TOP ISSUERS

Issuer	% Portfolio
Government of United States	98.3 %
AIM STIT-Treasury Portfolio	1.7 %
	<b>100.0 %</b>

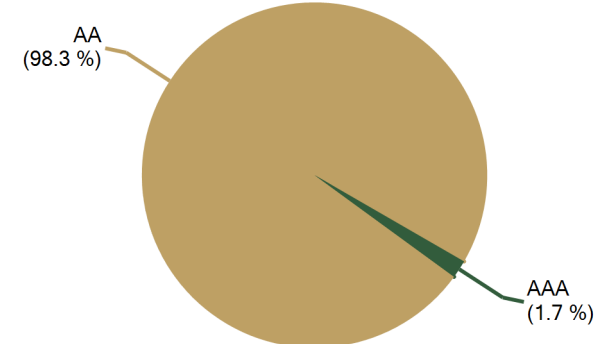
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			6/30/2009	Since 6/30/2009
					3 Yrs	5 Yrs	10 Yrs		
Brea 2009 Water Revenue Bond Reserve Fund	0.06 %	0.17 %	-0.31 %	-0.49 %	0.61 %	1.15 %	N/A	2.13 %	20.87 %
ICE BAML 3-Month US Treasury Bill Index	0.17 %	0.45 %	0.81 %	1.36 %	0.68 %	0.42 %	N/A	0.29 %	2.62 %



## Reconciliation Summary

As of 6/30/2018

BOOK VALUE RECONCILIATION	
<b>Beginning Book Value</b>	<b>\$1,928,758.82</b>
<b><u>Acquisition</u></b>	
+ Security Purchases	\$162,518.55
+ Money Market Fund Purchases	\$2,173.85
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
<b>Total Acquisitions</b>	<b>\$164,692.40</b>
<b><u>Dispositions</u></b>	
- Security Sales	\$0.00
- Money Market Fund Sales	\$163,363.84
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$0.00
- Calls	\$0.00
- Principal Paydowns	\$0.00
<b>Total Dispositions</b>	<b>\$163,363.84</b>
<b><u>Amortization/Accretion</u></b>	
+/- Net Accretion	(\$604.21)
	(\$604.21)
<b><u>Gain/Loss on Dispositions</u></b>	
+/- Realized Gain/Loss	\$0.00
	\$0.00
<b>Ending Book Value</b>	<b>\$1,929,483.17</b>

CASH TRANSACTION SUMMARY	
<b>BEGINNING BALANCE</b>	<b>\$193,094.06</b>
<b><u>Acquisition</u></b>	
Contributions	\$0.00
Security Sale Proceeds	\$0.00
Accrued Interest Received	\$0.00
Interest Received	\$1,959.38
Dividend Received	\$214.47
Principal on Maturities	\$0.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$0.00
<b>Total Acquisitions</b>	<b>\$2,173.85</b>
<b><u>Disposition</u></b>	
Withdrawals	\$0.00
Security Purchase	\$162,518.55
Accrued Interest Paid	\$845.29
<b>Total Dispositions</b>	<b>\$163,363.84</b>
<b>Ending Book Value</b>	<b>\$31,904.07</b>



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>MONEY MARKET FUND FI</b>									
825252109	Invesco Treasury MMFD Private Class	31,904.07	Various 0.60 %	31,904.07 31,904.07	1.00 0.60 %	31,904.07 0.00	1.69 % 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>31,904.07</b>	<b>0.60 %</b>	<b>31,904.07</b> <b>31,904.07</b>	<b>0.60 %</b>	<b>31,904.07</b> <b>0.00</b>	<b>1.69 %</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>US TREASURY</b>									
912828G61	US Treasury Note 1.5% Due 11/30/2019	165,000.00	08/24/2016 0.92 %	168,081.41 166,336.48	98.65 2.47 %	162,776.30 209.63	8.65 % (3,560.18)	Aaa / AA+ AAA	1.42 1.39
912828UQ1	US Treasury Note 1.25% Due 2/29/2020	135,000.00	Various 1.60 %	132,834.83 134,241.80	97.95 2.51 %	132,236.69 564.03	7.04 % (2,005.11)	Aaa / AA+ AAA	1.67 1.63
912828UV0	US Treasury Note 1.125% Due 3/31/2020	100,000.00	05/07/2015 1.57 %	97,930.02 99,260.64	97.63 2.52 %	97,625.00 282.79	5.19 % (1,635.64)	Aaa / AA+ AAA	1.75 1.71
912828XM7	US Treasury Note 1.625% Due 7/31/2020	165,000.00	08/24/2016 1.03 %	168,796.84 167,012.11	98.12 2.56 %	161,893.38 1,118.42	8.65 % (5,118.73)	Aaa / AA+ AAA	2.09 2.02
912828WC0	US Treasury Note 1.75% Due 10/31/2020	160,000.00	Various 1.46 %	161,991.55 161,056.78	98.13 2.58 %	157,006.24 471.74	8.35 % (4,050.54)	Aaa / AA+ AAA	2.34 2.26
912828A83	US Treasury Note 2.375% Due 12/31/2020	165,000.00	08/24/2016 1.08 %	174,062.66 170,212.88	99.48 2.59 %	164,142.83 10.65	8.71 % (6,070.05)	Aaa / AA+ AAA	2.51 2.41
912828B90	US Treasury Note 2% Due 2/28/2021	165,000.00	08/24/2016 1.10 %	171,516.76 168,847.58	98.44 2.61 %	162,428.31 1,102.99	8.68 % (6,419.27)	Aaa / AA+ AAA	2.67 2.56
912828WN6	US Treasury Note 2% Due 5/31/2021	160,000.00	Various 1.04 %	167,290.77 164,370.46	98.27 2.62 %	157,231.20 271.04	8.36 % (7,139.26)	Aaa / AA+ AAA	2.92 2.81
912828F21	US Treasury Note 2.125% Due 9/30/2021	170,000.00	10/27/2016 1.38 %	175,983.77 173,950.35	98.38 2.65 %	167,237.50 908.06	8.92 % (6,712.85)	Aaa / AA+ AAA	3.25 3.10
912828J43	US Treasury Note 1.75% Due 2/28/2022	165,000.00	04/24/2017 1.84 %	164,349.58 164,508.05	96.76 2.68 %	159,656.81 965.12	8.52 % (4,851.24)	Aaa / AA+ AAA	3.67 3.50
912828L24	US Treasury Note 1.875% Due 8/31/2022	165,000.00	09/18/2017 1.84 %	165,284.15 165,239.33	96.74 2.71 %	159,618.20 1,034.05	8.52 % (5,621.13)	Aaa / AA+ AAA	4.17 3.95
9128284D9	US Treasury Note 2.5% Due 3/31/2023	165,000.00	06/13/2018 2.84 %	162,518.55 162,542.64	99.00 2.73 %	163,350.00 1,036.89	8.72 % 807.36	Aaa / AA+ AAA	4.75 4.42
<b>Total US Treasury</b>		<b>1,880,000.00</b>	<b>1.46 %</b>	<b>1,910,640.89</b> <b>1,897,579.10</b>	<b>2.61 %</b>	<b>1,845,202.46</b> <b>7,975.41</b>	<b>98.31 %</b> <b>(52,376.64)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.82</b> <b>2.70</b>
<b>TOTAL PORTFOLIO</b>				<b>1,942,544.96</b> <b>1,929,483.17</b>	<b>2.57 %</b>	<b>1,877,106.53</b> <b>7,975.41</b>	<b>100.00 %</b> <b>(52,376.64)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.77</b> <b>2.65</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>1,885,081.94</b>			



PORTFOLIO CHARACTERISTICS

Average Duration	2.84
Average Coupon	1.85 %
Average Purchase YTM	1.56 %
Average Market YTM	2.59 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.98 yrs
Average Life	2.98 yrs

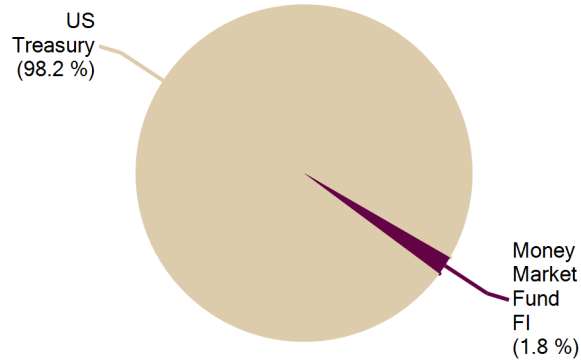
ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	1,323,601	1,324,024
Accrued Interest	5,523	5,460
<b>Total Market Value</b>	<b>1,329,124</b>	<b>1,329,485</b>
Income Earned	1,624	1,674
Cont/WD		0
Par	1,347,996	1,350,137
Book Value	1,360,608	1,359,707
Cost Value	1,368,681	1,366,945

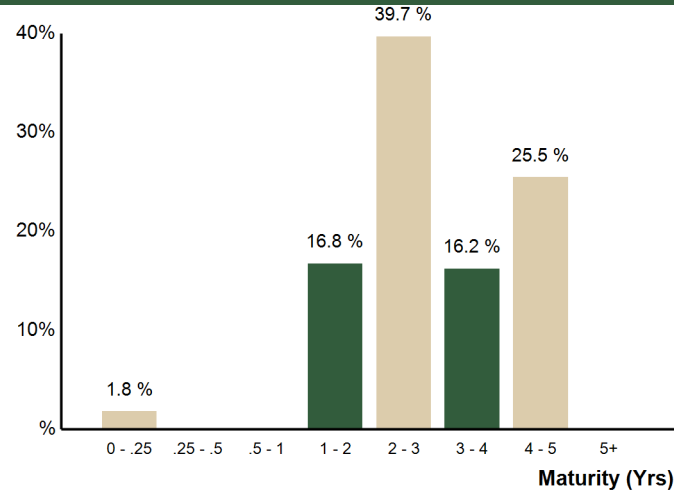
TOP ISSUERS

Issuer	% Portfolio
Government of United States	98.2 %
AIM STIT-Treasury Portfolio	1.8 %
	<b>100.0 %</b>

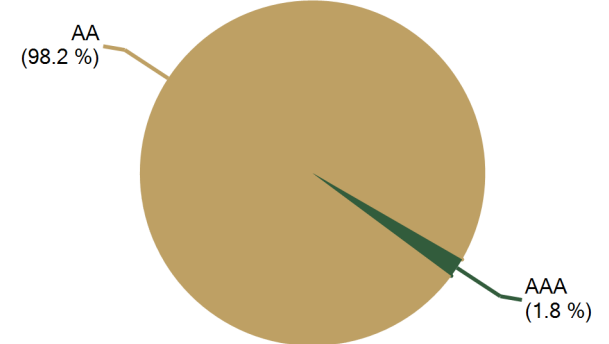
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 5/31/2010
					3 Yrs	5 Yrs	10 Yrs	5/31/2010	
Brea Water Revenue Bonds, Series B, Reserve Account	0.03 %	0.12 %	-0.40 %	-0.57 %	0.58 %	1.12 %	N/A	1.72 %	14.80 %
ICE BAML 3-Month US Treasury Bill Index	0.17 %	0.45 %	0.81 %	1.36 %	0.68 %	0.42 %	N/A	0.30 %	2.48 %



## Reconciliation Summary

As of 6/30/2018

BOOK VALUE RECONCILIATION		
<b>Beginning Book Value</b>		<b>\$1,360,607.58</b>
<b><u>Acquisition</u></b>		
+ Security Purchases	\$113,270.51	
+ Money Market Fund Purchases	\$2,610.20	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$115,880.71</b>
<b><u>Dispositions</u></b>		
- Security Sales	\$113,324.41	
- Money Market Fund Sales	\$469.26	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
<b>Total Dispositions</b>		<b>\$113,793.67</b>
<b><u>Amortization/Accretion</u></b>		
+/- Net Accretion	(\$349.72)	
		(\$349.72)
<b><u>Gain/Loss on Dispositions</u></b>		
+/- Realized Gain/Loss	(\$2,637.71)	
		(\$2,637.71)
<b>Ending Book Value</b>		<b>\$1,359,707.19</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$21,995.74</b>
<b><u>Acquisition</u></b>		
Contributions	\$0.00	
Security Sale Proceeds	\$113,324.41	
Accrued Interest Received	\$65.98	
Interest Received	\$2,587.51	
Dividend Received	\$22.69	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
<b>Total Acquisitions</b>	<b>\$116,000.59</b>	
<b><u>Disposition</u></b>		
Withdrawals	\$0.00	
Security Purchase	\$113,270.51	
Accrued Interest Paid	\$589.14	
<b>Total Dispositions</b>	<b>\$113,859.65</b>	
<b>Ending Book Value</b>		<b>\$24,136.68</b>





CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>MONEY MARKET FUND FI</b>									
825252109	Invesco Treasury MMFD Private Class	24,136.68	Various 0.60 %	24,136.68 24,136.68	1.00 0.60 %	24,136.68 0.00	1.82 % 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>24,136.68</b>	<b>0.60 %</b>	<b>24,136.68</b> <b>24,136.68</b>	<b>0.60 %</b>	<b>24,136.68</b> <b>0.00</b>	<b>1.82 %</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>US TREASURY</b>									
912828UQ1	US Treasury Note 1.25% Due 2/29/2020	112,000.00	Various 1.40 %	111,138.03 111,724.36	97.95 2.51 %	109,707.48 467.94	8.29 % (2,016.88)	Aaa / AA+ AAA	1.67 1.63
912828UV0	US Treasury Note 1.125% Due 3/31/2020	115,000.00	Various 1.47 %	113,111.52 114,338.15	97.63 2.52 %	112,268.75 325.21	8.47 % (2,069.40)	Aaa / AA+ AAA	1.75 1.71
912828XM7	US Treasury Note 1.625% Due 7/31/2020	115,000.00	08/24/2016 1.03 %	117,646.28 116,402.38	98.12 2.56 %	112,834.78 779.51	8.55 % (3,567.60)	Aaa / AA+ AAA	2.09 2.02
912828WC0	US Treasury Note 1.75% Due 10/31/2020	88,000.00	11/04/2015 1.63 %	88,488.42 88,228.66	98.13 2.58 %	86,353.43 259.46	6.51 % (1,875.23)	Aaa / AA+ AAA	2.34 2.26
912828A83	US Treasury Note 2.375% Due 12/31/2020	115,000.00	08/24/2016 1.08 %	121,316.40 118,633.22	99.48 2.59 %	114,402.58 7.42	8.61 % (4,230.64)	Aaa / AA+ AAA	2.51 2.41
912828B90	US Treasury Note 2% Due 2/28/2021	115,000.00	08/24/2016 1.10 %	119,541.99 117,681.65	98.44 2.61 %	113,207.61 768.75	8.57 % (4,474.04)	Aaa / AA+ AAA	2.67 2.56
912828WN6	US Treasury Note 2% Due 5/31/2021	101,000.00	Various 1.03 %	105,664.79 103,790.78	98.27 2.62 %	99,252.19 171.09	7.48 % (4,538.59)	Aaa / AA+ AAA	2.92 2.81
912828F21	US Treasury Note 2.125% Due 9/30/2021	110,000.00	10/27/2016 1.38 %	113,871.85 112,556.11	98.38 2.65 %	108,212.50 587.57	8.18 % (4,343.61)	Aaa / AA+ AAA	3.25 3.10
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	04/24/2017 1.84 %	109,566.38 109,672.03	96.76 2.68 %	106,437.87 643.41	8.05 % (3,234.16)	Aaa / AA+ AAA	3.67 3.50
912828L24	US Treasury Note 1.875% Due 8/31/2022	115,000.00	09/18/2017 1.84 %	115,198.04 115,166.81	96.74 2.71 %	111,249.05 720.70	8.42 % (3,917.76)	Aaa / AA+ AAA	4.17 3.95
912828N30	US Treasury Note 2.125% Due 12/31/2022	115,000.00	01/09/2018 2.31 %	113,993.75 114,089.06	97.49 2.72 %	112,111.55 6.64	8.43 % (1,977.51)	Aaa / AA+ AAA	4.51 4.25
9128284D9	US Treasury Note 2.5% Due 3/31/2023	115,000.00	06/13/2018 2.84 %	113,270.51 113,287.30	99.00 2.73 %	113,850.00 722.68	8.62 % 562.70	Aaa / AA+ AAA	4.75 4.42
<b>Total US Treasury</b>		<b>1,326,000.00</b>	<b>1.58 %</b>	<b>1,342,807.96</b> <b>1,335,570.51</b>	<b>2.62 %</b>	<b>1,299,887.79</b> <b>5,460.38</b>	<b>98.18 %</b> <b>(35,682.72)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>3.04</b> <b>2.90</b>
<b>TOTAL PORTFOLIO</b>				<b>1,366,944.64</b> <b>1,359,707.19</b>	<b>2.59 %</b>	<b>1,324,024.47</b> <b>5,460.38</b>	<b>100.00 %</b> <b>(35,682.72)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.98</b> <b>2.84</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>1,329,484.85</b>			



PORTFOLIO CHARACTERISTICS

Average Duration	2.88
Average Coupon	1.88 %
Average Purchase YTM	1.57 %
Average Market YTM	2.60 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	3.02 yrs
Average Life	3.02 yrs

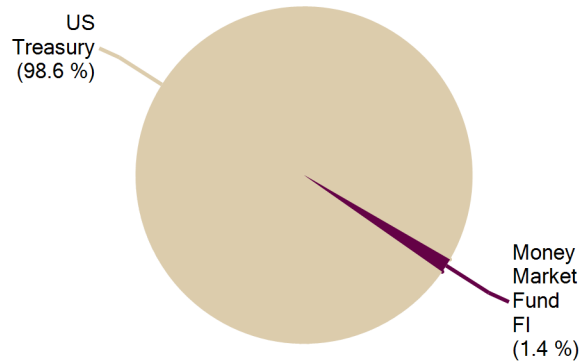
ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	257,381	257,428
Accrued Interest	1,065	1,085
<b>Total Market Value</b>	<b>258,446</b>	<b>258,514</b>
Income Earned	318	327
Cont/WD		0
Par	262,140	262,527
Book Value	264,731	264,532
Cost Value	266,335	265,980

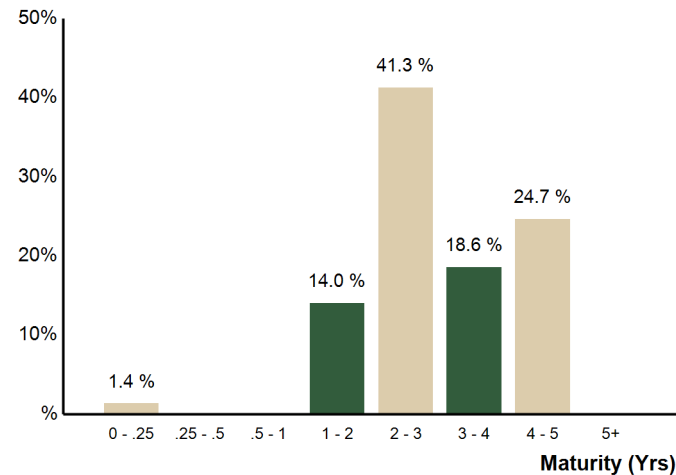
TOP ISSUERS

Issuer	% Portfolio
Government of United States	98.6 %
AIM STIT-Treasury Portfolio	1.4 %
	<b>100.0 %</b>

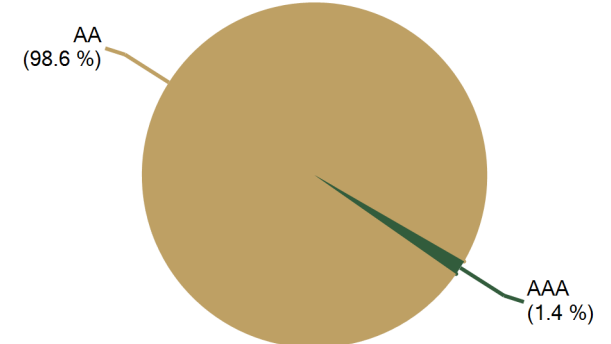
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 6/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 5/31/2010
					3 Yrs	5 Yrs	10 Yrs	5/31/2010	
Brea Lease Revenue Bonds, Reserve Account	0.03 %	0.12 %	-0.41 %	-0.59 %	0.57 %	1.12 %	N/A	1.74 %	14.94 %
ICE BAML 3-Month US Treasury Bill Index	0.17 %	0.45 %	0.81 %	1.36 %	0.68 %	0.42 %	N/A	0.30 %	2.48 %



## Reconciliation Summary

As of 6/30/2018

BOOK VALUE RECONCILIATION	
<b>Beginning Book Value</b>	<b>\$264,730.61</b>
<b><u>Acquisition</u></b>	
+ Security Purchases	\$21,669.14
+ Money Market Fund Purchases	\$476.85
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
<b>Total Acquisitions</b>	<b>\$22,145.99</b>
<b><u>Dispositions</u></b>	
- Security Sales	\$21,679.45
- Money Market Fund Sales	\$89.77
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$0.00
- Calls	\$0.00
- Principal Paydowns	\$0.00
<b>Total Dispositions</b>	<b>\$21,769.22</b>
<b><u>Amortization/Accretion</u></b>	
+/- Net Accretion	(\$71.01)
	(\$71.01)
<b><u>Gain/Loss on Dispositions</u></b>	
+/- Realized Gain/Loss	(\$504.61)
	(\$504.61)
<b>Ending Book Value</b>	<b>\$264,531.76</b>

CASH TRANSACTION SUMMARY	
<b>BEGINNING BALANCE</b>	<b>\$3,139.52</b>
<b><u>Acquisition</u></b>	
Contributions	\$0.00
Security Sale Proceeds	\$21,679.45
Accrued Interest Received	\$12.62
Interest Received	\$473.75
Dividend Received	\$3.10
Principal on Maturities	\$0.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$0.00
<b>Total Acquisitions</b>	<b>\$22,168.92</b>
<b><u>Disposition</u></b>	
Withdrawals	\$0.00
Security Purchase	\$21,669.14
Accrued Interest Paid	\$112.70
<b>Total Dispositions</b>	<b>\$21,781.84</b>
<b>Ending Book Value</b>	<b>\$3,526.60</b>



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>MONEY MARKET FUND FI</b>									
825252109	Invesco Treasury MMFD Private Class	3,526.60	Various 0.60 %	3,526.60 3,526.60	1.00 0.60 %	3,526.60 0.00	1.36 % 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>3,526.60</b>	<b>0.60 %</b>	<b>3,526.60 3,526.60</b>	<b>0.60 %</b>	<b>3,526.60 0.00</b>	<b>1.36 % 0.00</b>	<b>Aaa / AAA AAA</b>	<b>0.00 0.00</b>
<b>US TREASURY</b>									
912828UQ1	US Treasury Note 1.25% Due 2/29/2020	20,000.00	Various 1.59 %	19,688.54 19,891.25	97.95 2.51 %	19,590.63 83.56	7.61 % (300.62)	Aaa / AA+ AAA	1.67 1.63
912828UV0	US Treasury Note 1.125% Due 3/31/2020	17,000.00	05/07/2015 1.57 %	16,648.10 16,874.31	97.63 2.52 %	16,596.25 48.07	6.44 % (278.06)	Aaa / AA+ AAA	1.75 1.71
912828XM7	US Treasury Note 1.625% Due 7/31/2020	22,000.00	08/24/2016 1.03 %	22,506.25 22,268.28	98.12 2.56 %	21,585.78 149.12	8.41 % (682.50)	Aaa / AA+ AAA	2.09 2.02
912828WC0	US Treasury Note 1.75% Due 10/31/2020	22,000.00	Various 1.45 %	22,276.59 22,146.90	98.13 2.58 %	21,588.36 64.87	8.38 % (558.54)	Aaa / AA+ AAA	2.34 2.26
912828A83	US Treasury Note 2.375% Due 12/31/2020	22,000.00	08/24/2016 1.08 %	23,208.35 22,695.05	99.48 2.59 %	21,885.71 1.42	8.47 % (809.34)	Aaa / AA+ AAA	2.51 2.41
912828B90	US Treasury Note 2% Due 2/28/2021	22,000.00	08/24/2016 1.10 %	22,868.90 22,513.01	98.44 2.61 %	21,657.11 147.07	8.43 % (855.90)	Aaa / AA+ AAA	2.67 2.56
912828WN6	US Treasury Note 2% Due 5/31/2021	20,000.00	07/11/2016 1.01 %	20,937.57 20,559.70	98.27 2.62 %	19,653.90 33.88	7.62 % (905.80)	Aaa / AA+ AAA	2.92 2.81
912828F21	US Treasury Note 2.125% Due 9/30/2021	25,000.00	10/27/2016 1.38 %	25,879.97 25,580.94	98.38 2.65 %	24,593.75 133.54	9.57 % (987.19)	Aaa / AA+ AAA	3.25 3.10
912828J43	US Treasury Note 1.75% Due 2/28/2022	24,000.00	04/24/2017 1.84 %	23,905.39 23,928.44	96.76 2.68 %	23,222.81 140.38	9.04 % (705.63)	Aaa / AA+ AAA	3.67 3.50
912828L24	US Treasury Note 1.875% Due 8/31/2022	23,000.00	09/18/2017 1.84 %	23,039.61 23,033.36	96.74 2.71 %	22,249.81 144.14	8.66 % (783.55)	Aaa / AA+ AAA	4.17 3.95
912828N30	US Treasury Note 2.125% Due 12/31/2022	20,000.00	01/09/2018 2.31 %	19,825.00 19,841.57	97.49 2.72 %	19,497.66 1.15	7.54 % (343.91)	Aaa / AA+ AAA	4.51 4.25
9128284D9	US Treasury Note 2.5% Due 3/31/2023	22,000.00	06/13/2018 2.84 %	21,669.14 21,672.35	99.00 2.73 %	21,780.00 138.25	8.48 % 107.65	Aaa / AA+ AAA	4.75 4.42
<b>Total US Treasury</b>		<b>259,000.00</b>	<b>1.58 %</b>	<b>262,453.41 261,005.16</b>	<b>2.63 %</b>	<b>253,901.77 1,085.45</b>	<b>98.64 % (7,103.39)</b>	<b>Aaa / AA+ AAA</b>	<b>3.06 2.92</b>
<b>TOTAL PORTFOLIO</b>		<b>262,526.60</b>	<b>1.57 %</b>	<b>265,980.01 264,531.76</b>	<b>2.60 %</b>	<b>257,428.37 1,085.45</b>	<b>100.00 % (7,103.39)</b>	<b>Aaa / AA+ AAA</b>	<b>3.02 2.88</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>258,513.82</b>			

City of Brea

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**COUNCIL COMMUNICATION**

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** June and July Outgoing Payment Logs and July 20 & 27 and August 3, 10 & 17,  
2018 City Check Registers - Receive and file.

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**Attachments**

June Outgoing Payment Log

July Outgoing Payment Log

07-20-18 Check Register

07-27-18 Check Register

08-03-18 Check Register

08-10-18 Check Register

08-21-18 Check Register

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**City of Brea**  
**Outgoing Payment Log**  
**June 2018**

Effective Date	Vendor	Description	Amount
<b><u>General Account Electronic payments</u></b>			
6/5/2018	Citizens Business Bank	Credit card processing fees	1,254.68
6/11/2018	CALPERS	Member retirement	195,631.95
6/11/2018	CALPERS	Medical payment	385,229.28
6/8/2018	Brea Payroll	Brea staff payroll	851,484.34
6/8/2018	Brea Payroll	Employee deductions	93,287.59
6/8/2018	IRS	Payroll Federal taxes	160,613.38
6/8/2018	EDD	Payroll State taxes	53,141.77
6/7/2018	CA SDU	Child support payments	761.63
6/20/2018	Paymentus	Monthly service fee - April	4,214.00
6/22/2018	Citizens Business Bank	Monthly banking service fee - May	1,893.45
6/15/2018	CA Dept of Tax	Sales tax - May	1,110.00
6/22/2018	Brea Payroll	Brea staff payroll	876,103.47
6/22/2018	Brea Payroll	Employee deductions	100,312.18
6/1/1955	IRS	Payroll Federal taxes	172,721.16
6/22/2018	EDD	Payroll State taxes	56,709.38
6/22/2018	CA SDU	Child support payments	723.72
6/25/2018	BANK OF NEW YORK MELLON	2009 AB Water Bond payment	1,093,547.15
6/25/2018	BANK OF NEW YORK MELLON	2010 B water Bonds payment	360,624.15
6/25/2018	BANK OF NEW YORK MELLON	2014 Water Bonds payment	759,266.81
6/28/2018	ILJAO Payroll	ILJAO staff salary & payroll taxes	13,114.15
6/29/2018	CALPERS	Member retirement	194,630.55
Subtotal			5,376,374.79
<b><u>Imprest Accounts</u></b>			
	Various	Workers Compensation Claims	76,658.83
	Various	General Liability Claims	409.50
Subtotal			77,068.33
			<u>\$ 5,453,443.12</u>

**City of Brea**  
**Outgoing Payment Log**  
**July 2018**

Effective Date	Vendor	Description	Amount
<b>General Account Electronic payments</b>			
7/3/2018	Citizens Business Bank	Credit card processing fees	1,720.33
7/6/2018	CALPERS	1959 Survivor benefits	18,215.60
7/9/2018	CALPERS	Member retirement	193,717.10
7/10/2018	CALPERS	Medical payment	383,131.60
7/6/2018	Brea Payroll	Brea staff payroll	882,934.70
7/6/2018	Brea Payroll	Employee deductions	97,342.64
7/6/2018	IRS	Payroll Federal taxes	163,455.80
7/6/2018	EDD	Payroll State taxes	54,096.68
7/6/2018	CA SDU	Child support payments	910.11
7/18/2018	Paymentus	Monthly service fee - May	4,545.00
7/23/2018	Citizens Business Bank	Monthly banking service fee - June	1,798.77
7/27/2018	CA Dept of Tax	Sales tax - June	1,497.00
7/20/2018	Brea Payroll	Brea staff payroll	967,085.00
7/20/2018	Brea Payroll	Employee deductions	101,163.50
7/20/2018	IRS	Payroll Federal taxes	183,230.50
7/20/2018	EDD	Payroll State taxes	63,120.65
7/20/2018	CA SDU	Child support payments	723.72
7/12/2018	BANK OF NEW YORK MELLON	BAB refund to BNY - 2010 Water Bonds	102,581.77
7/18/2018	LAIF	Contribution	5,300,000.00
7/26/2018	BANK OF NEW YORK MELLON	2004 Lease Bonds debt service	20,537.50
7/6/2018	BANK OF NEW YORK MELLON	2010 Lease Bonds debt service	58,700.00
7/26/2018	BANK OF NEW YORK MELLON	BAB refund to BNY - 2009B Water Bonds	142,820.56
7/30/2018	ILJAOB Payroll	ILJAOB staff salary & payroll taxes	13,104.87
7/23/2018	CALPERS	Member retirement	217,461.30
Subtotal			8,973,894.70
<b>Imprest Accounts</b>			
	Various	Workers Compensation Claims	85,291.84
	Various	General Liability Claims	25,058.83
Subtotal			110,350.67
			<u>\$ 9,084,245.37</u>

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178430	AFSS - SOUTHERN DIVISION	07/20/2018	11391	110222211	EXEC ASST MEMB 18/19	\$60.00
AFSS - SOUTHERN DIVISION					Total Check Amount:	\$60.00
178431	AL BEE	07/20/2018	13716	110404215	SING/DANCE/ACT CAMP	\$1,594.50
AL BEE					Total Check Amount:	\$1,594.50
178432	CALIFORNIA YELLOW CAB	07/20/2018	24712	110404525	SR CTR TAXI RIDES MAY	\$108.00
CALIFORNIA YELLOW CAB					Total Check Amount:	\$108.00
178433	CITY OF ANAHEIM	07/20/2018	4908	110222211	METRO CITIES 18/19 Q1	\$98,394.99
CITY OF ANAHEIM					Total Check Amount:	\$98,394.99
178434	COMMERCIAL AQUATIC SERVICES, INC.	07/20/2018	25513	490515151	POOL EQUIPMENT REPAIR	\$274.00
COMMERCIAL AQUATIC SERVICES, INC.					Total Check Amount:	\$274.00
178435	COMMERCIAL ROOFING SYSTEMS, INC.	07/20/2018	27092	510707928	RET:CONF CTR ROOF RPL	\$3,380.64
COMMERCIAL ROOFING SYSTEMS, INC.					Total Check Amount:	\$3,380.64
178436	DEPARTMENT OF JUSTICE	07/20/2018	13406	110141481	FINGERPRNT APPS JUN18	\$891.00
DEPARTMENT OF JUSTICE					Total Check Amount:	\$891.00
178437	DMV RENEWAL	07/20/2018	3545	480515161	DMV RENEWAL 7MPB420	\$299.00
DMV RENEWAL					Total Check Amount:	\$299.00
178438	DMV RENEWAL	07/20/2018	3545	480515161	DMV RENEWAL 7MPB421	\$299.00
DMV RENEWAL					Total Check Amount:	\$299.00
178439	SOUTHERN CALIFORNIA EDISON	07/20/2018	3343	110515121	ELECTRICITY	\$9,966.44
		07/20/2018	3343	110515141	ELECTRICITY	\$1,659.00
		07/20/2018	3343	110515143	ELECTRICITY	\$724.50
		07/20/2018	3343	110515144	ELECTRICITY	\$1,217.96
		07/20/2018	3343	360515145	ELECTRICITY	\$444.44
		07/20/2018	3343	430515123	ELECTRICITY	\$484.81
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$14,497.15
178440	LAURA ANN ELLIS	07/20/2018	22122	110404542	ONE-HIT WONDERS #1	\$2,000.00
LAURA ANN ELLIS					Total Check Amount:	\$2,000.00
178441	EXECUTIVE ENVELOPE INCORPORATED	07/20/2018	1880	110141441	ENVELOPES	\$1,456.78
EXECUTIVE ENVELOPE INCORPORATED					Total Check Amount:	\$1,456.78
178442	FRONTIER COMMUNICATIONS	07/20/2018	26183	420515131	562 182 1083 7/7-8/8	\$62.54
FRONTIER COMMUNICATIONS					Total Check Amount:	\$62.54
178443	THE GAS COMPANY	07/20/2018	3749	420515131	GAS	\$14.79
THE GAS COMPANY					Total Check Amount:	\$14.79
178444	THE GAS COMPANY	07/20/2018	3749	490515151	GAS JUN/JUL 2018	\$148.35
THE GAS COMPANY					Total Check Amount:	\$148.35
178445	HACH COMPANY	07/20/2018	5749	420515131	CHEMICALS	\$214.94
HACH COMPANY					Total Check Amount:	\$214.94



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178446	HANNA, BROPHY, MACLEAN, MCALEER & J	07/20/2018	25979	470141483	PROF SVCS MAY 2018	\$40.00
<b>HANNA, BROPHY, MACLEAN, MCALEER &amp; J Total Check Amount:</b>						<b>\$40.00</b>
178447	JART DIRECT MAIL SERVICES	07/20/2018	8634	110404541	PAPERWORKS MAILING	\$934.49
<b>JART DIRECT MAIL SERVICES Total Check Amount:</b>						<b>\$934.49</b>
178448	LUCAS BUILDERS, INC.	07/20/2018	26671	510707929	LAGOS DE MORENO MAY18	\$12,972.25
		07/20/2018	26671	510707929	LDM SP:CORTES & LEE	(\$9,921.37)
<b>LUCAS BUILDERS, INC. Total Check Amount:</b>						<b>\$3,050.88</b>
178449	MUSIC THEATRE INTERNATIONAL	07/20/2018	1321	110404542	37818 9-5 THE MUSICAL	\$4,556.50
		07/20/2018	1321	110404542	37818 PETER/STR CTCHR	\$2,530.80
		07/20/2018	1321	110404542	37818 SEUSSICAL	\$5,883.15
<b>MUSIC THEATRE INTERNATIONAL Total Check Amount:</b>						<b>\$12,970.45</b>
178450	PETTY CASH CUSTODIAN	07/20/2018	15768	110	PETTY CASH REPL 6/30	\$104.00
<b>PETTY CASH CUSTODIAN Total Check Amount:</b>						<b>\$104.00</b>
178451	PHANTOM PANDA PRODUCTIONS	07/20/2018	27574	110404542	THE SUFFRAGETTES 7/25	\$1,800.00
<b>PHANTOM PANDA PRODUCTIONS Total Check Amount:</b>						<b>\$1,800.00</b>
178452	PLUMBING WHOLESALE OUTLET, INC.	07/20/2018	18392	110515125	ADA - DT MENS RR	\$346.23
		07/20/2018	18392	110515125	DT MENS RR REPAIR	\$105.43
		07/20/2018	18392	490515151	CCC DRNKG FOUNTAINS	\$1,751.02
<b>PLUMBING WHOLESALE OUTLET, INC. Total Check Amount:</b>						<b>\$2,202.68</b>
178453	RIVERSIDE COUNTY SHERIFF'S DEPT	07/20/2018	10660	110212111	DSPTCH INTRPSNL SKLLS	\$65.00
<b>RIVERSIDE COUNTY SHERIFF'S DEPT Total Check Amount:</b>						<b>\$65.00</b>
178454	SANCON ENGINEERING, INC.	07/20/2018	26947	510707621	MH INSP-RANDOLPH SWR	\$9,450.00
<b>SANCON ENGINEERING, INC. Total Check Amount:</b>						<b>\$9,450.00</b>
178455	SOCIAL SOLUTIONS GLOBAL, INC.	07/20/2018	26322	110404523	COUNSELNG/VOL DB 1819	\$1,663.75
<b>SOCIAL SOLUTIONS GLOBAL, INC. Total Check Amount:</b>						<b>\$1,663.75</b>
178456	TRAINING AND CONSULTING (TAC) TEAM	07/20/2018	21434	110212111	K9 LIAB/NARC DET LIAB	\$360.00
<b>TRAINING AND CONSULTING (TAC) TEAM Total Check Amount:</b>						<b>\$360.00</b>
178457	U.S. POSTAL SERVICE	07/20/2018	10732	110141441	BOX 2202 ANNUAL FEE	\$1,210.00
<b>U.S. POSTAL SERVICE Total Check Amount:</b>						<b>\$1,210.00</b>
178458	VERIZON WIRELESS	07/20/2018	21122	110212121	9810228049 6/4-7/3	\$53.91
<b>VERIZON WIRELESS Total Check Amount:</b>						<b>\$53.91</b>
178459	VETERINARY PET INS. CO.	07/20/2018	20975	110	4436 PET INS JUN 2018	\$378.12
<b>VETERINARY PET INS. CO. Total Check Amount:</b>						<b>\$378.12</b>
178460	WESTERN AUDIO VISUAL	07/20/2018	24433	110111153	AMX PANELS/UI UPDATES	\$800.00
<b>WESTERN AUDIO VISUAL Total Check Amount:</b>						<b>\$800.00</b>
178461	DR. ROBERT L. WILKINSON	07/20/2018	19024	110141481	DOT PHYSICALS	\$85.00
<b>DR. ROBERT L. WILKINSON Total Check Amount:</b>						<b>\$85.00</b>

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Check Subtotal						<b>\$158,863.96</b>
V29114	ABF PRINTING	07/20/2018	26673	110111151	PROMO:BACKPACKS	\$492.61
		07/20/2018	26673	110111151	PROMO:CP RING/STANDS	\$456.94
<b>ABF PRINTING Total Check Amount:</b>						<b>\$949.55</b>
V29115	ALBERT GROVER & ASSOCIATES	07/20/2018	23588	510707709	BIRCT ST TSSP MAY18	\$2,930.00
<b>ALBERT GROVER &amp; ASSOCIATES Total Check Amount:</b>						<b>\$2,930.00</b>
V29116	AZTECA SYSTEMS LLC	07/20/2018	24556	110515111	CITYWORKS SW MNT 1819	\$11,000.00
<b>AZTECA SYSTEMS LLC Total Check Amount:</b>						<b>\$11,000.00</b>
V29117	C.WELLS PIPELINE MATERIALS INC	07/20/2018	13055	420515131	CHECK VALVE RETURN	(\$2,048.81)
		07/20/2018	13055	420515131	CLA-VALVE PARTS	\$3,758.33
		07/20/2018	13055	420515131	VALVES	\$1,555.93
<b>C.WELLS PIPELINE MATERIALS INC Total Check Amount:</b>						<b>\$3,265.45</b>
V29118	CALIF INSURANCE POOL AUTHORITY	07/20/2018	21666	470141483	BOND/CRIME PREM 18/19	\$3,532.00
		07/20/2018	21666	470141483	LIABILITY INS 18/19	\$382,017.00
		07/20/2018	21666	470141483	PROPERTY INS 18/19	\$167,499.00
		07/20/2018	21666	470141483	WORKERS' COMP 18/18	\$282,690.00
<b>CALIF INSURANCE POOL AUTHORITY Total Check Amount:</b>						<b>\$835,738.00</b>
V29119	CAROLLO ENGINEERS, INC.	07/20/2018	26313	420515131	RECLMD WTR STUDY JUN	\$9,882.98
<b>CAROLLO ENGINEERS, INC. Total Check Amount:</b>						<b>\$9,882.98</b>
V29120	CLINICAL LABORATORY OF	07/20/2018	3390	420515131	CONTMNANT MONTRNG MAY	\$1,560.00
		07/20/2018	3390	420515131	WATER SAMPLING JUN18	\$1,062.00
<b>CLINICAL LABORATORY OF Total Check Amount:</b>						<b>\$2,622.00</b>
V29121	DAVID EVANS AND ASSOCIATES, INC.	07/20/2018	20981	510707873	TRACKS S2/S3 6/2/18	\$646.11
		07/20/2018	20981	510707873	TRACKS S4 2/4-3/3	\$14,042.80
		07/20/2018	20981	510707873	TRACKS S4 MGMT 3/31	\$993.60
<b>DAVID EVANS AND ASSOCIATES, INC. Total Check Amount:</b>						<b>\$15,682.51</b>
V29122	DE LAGE LANDEN FINANCIAL SERVICES	07/20/2018	23311	110141441	DISPATCH JUN/JUL18	\$238.50
		07/20/2018	23311	110141441	FIRE STN #1 JUN/JUL18	\$88.13
		07/20/2018	23311	110141441	FIRE STN #2 JUN/JUL18	\$255.06
		07/20/2018	23311	110141441	FIRE STN #4 JUN/JUL18	\$88.13
		07/20/2018	23311	110141441	SR CENTER JUN/JUL18	\$238.51
<b>DE LAGE LANDEN FINANCIAL SERVICES Total Check Amount:</b>						<b>\$908.33</b>
V29123	EAN SERVICES, LLC	07/20/2018	26450	110222221	E JOHNSON CAR RENTAL	\$119.74
<b>EAN SERVICES, LLC Total Check Amount:</b>						<b>\$119.74</b>
V29124	ECONOLITE SYSTEMS, INC.	07/20/2018	27147	110515121	EXTRAORD SGNL MNT JUN	\$2,893.63
		07/20/2018	27147	110515121	MO. SIGNAL MNT JUN18	\$2,925.94
		07/20/2018	27147	510707219	PORK CHOP @ CC/STA FE	\$1,840.00
<b>ECONOLITE SYSTEMS, INC. Total Check Amount:</b>						<b>\$7,659.57</b>

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V29125	FIDELITY SECURITY LIFE INSURANCE	07/20/2018	23035	110	9827288 RETRO JUN18	\$24.59
		07/20/2018	23035	110	9827288 VISION JUL18	\$2,625.69
<b>FIDELITY SECURITY LIFE INSURANCE</b>					<b>Total Check Amount:</b>	<b>\$2,650.28</b>
V29126	GENERAL PUMP COMPANY	07/20/2018	16281	420515131	PUMP MOTOR REPAIR	\$19,839.59
		07/20/2018	16281	420515131	VIBRATION ANALYSIS	\$1,200.00
<b>GENERAL PUMP COMPANY</b>					<b>Total Check Amount:</b>	<b>\$21,039.59</b>
V29127	HDL SOFTWARE, LLC	07/20/2018	10601	475141471	18/19 BUS LIC SW MNT	\$4,024.65
		07/20/2018	10601	475141471	18/19 CODE ENF SW MNT	\$11,033.61
<b>HDL SOFTWARE, LLC</b>					<b>Total Check Amount:</b>	<b>\$15,058.26</b>
V29128	HOUSING PROGRAMS	07/20/2018	26542	280323215	HOUSING REHAB JUN18	\$600.00
<b>HOUSING PROGRAMS</b>					<b>Total Check Amount:</b>	<b>\$600.00</b>
V29129	INK LINK INC	07/20/2018	22423	110404311	EXP BREA ARTS BANNER	\$231.66
<b>INK LINK INC</b>					<b>Total Check Amount:</b>	<b>\$231.66</b>
V29130	JMDIAZ, INC.	07/20/2018	27113	510707946	TRACKS EXPNSION MAY18	\$5,243.41
<b>JMDIAZ, INC.</b>					<b>Total Check Amount:</b>	<b>\$5,243.41</b>
V29131	KASEYA AUTOMATING IT	07/20/2018	20748	460141474	18/19 CORE ANNUAL MNT	\$6,912.54
		07/20/2018	20748	475141471	18/19 CORE ANNUAL MNT	\$2,500.00
<b>KASEYA AUTOMATING IT</b>					<b>Total Check Amount:</b>	<b>\$9,412.54</b>
V29132	KEENAN & ASSOCIATES	07/20/2018	22439	470141483	2018 WORKERS' COMP #8	\$9,004.33
<b>KEENAN &amp; ASSOCIATES</b>					<b>Total Check Amount:</b>	<b>\$9,004.33</b>
V29133	MUNICIPAL WATER DISTRICT	07/20/2018	3784	420515131	ANN RET SVC CONN 1819	\$156,787.75
<b>MUNICIPAL WATER DISTRICT</b>					<b>Total Check Amount:</b>	<b>\$156,787.75</b>
V29134	NBS GOVERNMENT FINANCE GROUP	07/20/2018	26031	110222231	USER FEE STUDY MAY18	\$200.00
		07/20/2018	26031	110323231	USER FEE STUDY MAY18	\$200.00
		07/20/2018	26031	110323241	USER FEE STUDY MAY18	\$200.00
		07/20/2018	26031	110515171	USER FEE STUDY MAY18	\$200.00
<b>NBS GOVERNMENT FINANCE GROUP</b>					<b>Total Check Amount:</b>	<b>\$800.00</b>
V29135	ONWARD ENGINEERING	07/20/2018	22106	510707219	TFC CALMNG BREABL/FS2	\$1,239.75
<b>ONWARD ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$1,239.75</b>
V29136	ROI NETWORKS	07/20/2018	21018	475141471	SERVCEWORKS JUL-DEC18	\$9,851.25
<b>ROI NETWORKS</b>					<b>Total Check Amount:</b>	<b>\$9,851.25</b>
V29137	RUSSELL SIGLER INC.	07/20/2018	21638	490515151	HVAC PARTS @ BCC	\$21.18
<b>RUSSELL SIGLER INC.</b>					<b>Total Check Amount:</b>	<b>\$21.18</b>
V29138	SO CAL LAND MAINTENANCE, INC.	07/20/2018	26009	110515141	PARKS MOWING JUN 2018	\$6,043.93
		07/20/2018	26009	360515145	PARKS MOWING JUN 2018	\$85.95
<b>SO CAL LAND MAINTENANCE, INC.</b>					<b>Total Check Amount:</b>	<b>\$6,129.88</b>
V29139	SOFTWARE AG USA, INC	07/20/2018	23830	950000000	ILJAOC 18/19 SW MNT	\$40,877.87
<b>SOFTWARE AG USA, INC</b>					<b>Total Check Amount:</b>	<b>\$40,877.87</b>
V29140	SPORTS FACILITIES GROUP, INC.	07/20/2018	19464	490515151	BASKETBALL STOP REPAIR	\$1,475.00

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<b>SPORTS FACILITIES GROUP, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,475.00</b>
V29141	DOUGLAS STEVENSON	07/20/2018	5586	110141481	JAN-JUN 2018 MILEAGE	\$41.97
<b>DOUGLAS STEVENSON</b>					<b>Total Check Amount:</b>	<b>\$41.97</b>
V29142	SWAGIT PRODUCTIONS LLC	07/20/2018	24078	475141471	AGENDA QUICK 18/19LIC	\$5,800.00
		07/20/2018	24078	475141471	VIDEO STREAMING 18/19	\$11,400.00
<b>SWAGIT PRODUCTIONS LLC</b>					<b>Total Check Amount:</b>	<b>\$17,200.00</b>
V29143	TRINITY SOUND COMPANY	07/20/2018	11364	110404542	SOUND: 7/25 CONCERT	\$830.00
<b>TRINITY SOUND COMPANY</b>					<b>Total Check Amount:</b>	<b>\$830.00</b>
V29144	UNDERGROUND SERVICE ALERT/SC	07/20/2018	4537	420515131	UNDRGRND TCKTS JUN18	\$123.85
<b>UNDERGROUND SERVICE ALERT/SC</b>					<b>Total Check Amount:</b>	<b>\$123.85</b>
V29145	UNITED PUMPING SERVICE, INC.	07/20/2018	16388	410515132	RANDOLPH SPILL JUN18	\$2,471.49
		07/20/2018	16388	410515132	RANDOLPH SPILL MAY18	\$2,115.00
<b>UNITED PUMPING SERVICE, INC.</b>					<b>Total Check Amount:</b>	<b>\$4,586.49</b>
V29146	US BANK XX0338 CITY MGR	07/20/2018	24704	110111111	CAL CARDS MGMT 062218	\$394.96
		07/20/2018	24704	110111143	CAL CARDS MGMT 062218	\$658.06
		07/20/2018	24704	110111151	CAL CARDS MGMT 062218	\$353.53
		07/20/2018	24704	480515161	CAL CARDS MGMT 062218	\$180.56
<b>US BANK XX0338 CITY MGR</b>					<b>Total Check Amount:</b>	<b>\$1,587.11</b>
V29147	US BANK XX0312 HR	07/20/2018	24776	110	CAL CARDS HR 062218	\$65.93
		07/20/2018	24776	110141481	CAL CARDS HR 062218	\$3,459.92
		07/20/2018	24776	470141483	CAL CARDS HR 062218	\$13.95
<b>US BANK XX0312 HR</b>					<b>Total Check Amount:</b>	<b>\$3,539.80</b>
V29150	US BANK XX0593 COMM SVC	07/20/2018	24777	110	CALCARD-CP-062218	\$2.76
		07/20/2018	24777	110111143	CALCARD-JM-062218	\$30.37
		07/20/2018	24777	110141481	CALCARD-KS-062218	\$50.02
		07/20/2018	24777	110404211	CALCARD-BH-062218	\$651.45
		07/20/2018	24777	110404211	CALCARD-MM-062218	\$159.59
		07/20/2018	24777	110404211	CALCARD-RF-062218	\$49.99
		07/20/2018	24777	110404213	CALCARD-MM-062218	\$365.69
		07/20/2018	24777	110404215	CALCARD-BH-062218	\$61.00
		07/20/2018	24777	110404215	CALCARD-CC-062218	\$1,475.39
		07/20/2018	24777	110404215	CALCARD-DA-062218	\$1,626.05
		07/20/2018	24777	110404215	CALCARD-JS-062218	\$446.15
		07/20/2018	24777	110404217	CALCARD-PK-062218	\$206.35
		07/20/2018	24777	110404223	CALCARD-BK-062218	\$230.25
		07/20/2018	24777	110404224	CALCARD-MM-062218	\$334.64
		07/20/2018	24777	110404224	CALCARD-SS-062218	\$484.79
		07/20/2018	24777	110404311	CALCARD-AF-062218	\$12.95

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V29150	US BANK XX0593 COMM SVC	07/20/2018	24777	110404311	CALCARD-DA-062218	\$600.00
		07/20/2018	24777	110404311	CALCARD-EF-062218	\$90.65
		07/20/2018	24777	110404311	CALCARD-HB-062218	\$38.85
		07/20/2018	24777	110404311	CALCARD-JC-062218	\$190.00
		07/20/2018	24777	110404311	CALCARD-JM-062218	\$481.17
		07/20/2018	24777	110404311	CALCARD-JS-062218	\$1,082.60
		07/20/2018	24777	110404311	CALCARD-LS-062218	\$525.00
		07/20/2018	24777	110404311	CALCARD-MM-062218	\$473.87
		07/20/2018	24777	110404311	CALCARD-RF-062218	\$244.28
		07/20/2018	24777	110404321	CALCARD-JM-062218	\$1,212.91
		07/20/2018	24777	110404420	CALCARD-MM-062218	\$533.36
		07/20/2018	24777	110404421	CALCARD-KS-062218	\$776.03
		07/20/2018	24777	110404421	CALCARD-TN-062218	\$52.34
		07/20/2018	24777	110404422	CALCARD-GA-062218	\$1,028.57
		07/20/2018	24777	110404425	CALCARD-MM-062218	\$250.15
		07/20/2018	24777	110404425	CALCARD-SS-062218	\$988.22
		07/20/2018	24777	110404426	CALCARD-GA-062218	\$400.00
		07/20/2018	24777	110404428	CALCARD-MM-062218	\$468.73
		07/20/2018	24777	110404428	CALCARD-PK-062218	\$1,273.65
		07/20/2018	24777	110404429	CALCARD-MM-062218	\$124.94
		07/20/2018	24777	110404429	CALCARD-PK-062218	\$82.34
		07/20/2018	24777	110404429	CALCARD-SS-062218	\$107.94
		07/20/2018	24777	110404521	CALCARD-FL-062218	\$1,261.51
		07/20/2018	24777	110404521	CALCARD-NG-062218	\$773.09
		07/20/2018	24777	110404521	CALCARD-SK-062218	\$825.95
		07/20/2018	24777	110404521	CALCARD-TT-062218	\$3,540.89
		07/20/2018	24777	110404523	CALCARD-CP-062218	\$1,106.53
		07/20/2018	24777	110404525	CALCARD-TT-062218	\$665.03
		07/20/2018	24777	110404541	CALCARD-AF-062218	\$597.52
		07/20/2018	24777	110404541	CALCARD-HB-062218	\$379.99
		07/20/2018	24777	110404542	CALCARD-EF-062218	\$353.69
		07/20/2018	24777	110404542	CALCARD-KK-062218	\$1,260.79
US BANK XX0593 COMM SVC					Total Check Amount:	\$27,978.03
V29151	US BANK XX0502 COMM & MKTG	07/20/2018	24778	110111151	CAL CARDS COMM 062218	\$377.95
		07/20/2018	24778	110111152	CAL CARDS COMM 062218	\$171.99
		07/20/2018	24778	490515151	CAL CARDS COMM 062218	\$2,130.16
US BANK XX0502 COMM & MKTG					Total Check Amount:	\$2,680.10
V29152	US BANK XX0353 COMM DEV	07/20/2018	24779	110	CAL CARDS CD 062218	\$3.20

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29152	US BANK XX0353 COMM DEV	07/20/2018	24779	110323212	CAL CARDS CD 062218	\$2,982.09
		07/20/2018	24779	110323214	CAL CARDS CD 062218	\$9.99
		07/20/2018	24779	110323231	CAL CARDS CD 062218	\$928.19
		07/20/2018	24779	110323241	CAL CARDS CD 062218	\$540.85
<b>US BANK XX0353 COMM DEV</b>					<b>Total Check Amount:</b>	<b>\$4,464.32</b>
V29153	US BANK XX0270 ADMIN SVCS	07/20/2018	24781	110	CAL CARDS FIN 062218	(\$0.85)
		07/20/2018	24781	110111143	CAL CARDS FIN 062218	\$15.98
		07/20/2018	24781	110111161	CAL CARDS CC 062218	\$4,847.69
		07/20/2018	24781	110141411	CAL CARDS FIN 062218	\$183.24
		07/20/2018	24781	110141414	CAL CARDS FIN 062218	\$15.97
		07/20/2018	24781	110141431	CAL CARDS FIN 062218	\$57.46
		07/20/2018	24781	110141441	CAL CARDS FIN 062218	\$196.43
		07/20/2018	24781	110323231	CAL CARDS FIN 062218	\$15.97
		07/20/2018	24781	110404311	CAL CARDS FIN 062218	\$31.95
		07/20/2018	24781	490515151	CAL CARDS FIN 062218	\$8,498.39
<b>US BANK XX0270 ADMIN SVCS</b>					<b>Total Check Amount:</b>	<b>\$13,862.23</b>
V29155	US BANK XX0650 FIRE	07/20/2018	24782	110	CAL CARDS FIRE 062218	(\$118.61)
		07/20/2018	24782	110222211	CAL CARDS FIRE 062218	\$1,737.06
		07/20/2018	24782	110222212	CAL CARDS FIRE 062218	\$5,441.70
		07/20/2018	24782	110222213	CAL CARDS FIRE 062218	\$90.59
		07/20/2018	24782	110222221	CAL CARDS FIRE 062218	\$2,945.49
		07/20/2018	24782	110222222	CAL CARDS FIRE 062218	\$1,188.01
		07/20/2018	24782	110222223	CAL CARDS FIRE 062218	\$108.02
		07/20/2018	24782	110222231	CAL CARDS FIRE 062218	\$2,332.88
		07/20/2018	24782	480515161	CAL CARDS FIRE 062218	\$56.53
<b>US BANK XX0650 FIRE</b>					<b>Total Check Amount:</b>	<b>\$13,781.67</b>
V29156	US BANK XX0346 IT	07/20/2018	24783	110212111	CAL CARDS IT 062218	\$70.00
		07/20/2018	24783	110404213	CAL CARDS IT 062218	\$37.83
		07/20/2018	24783	110515125	CAL CARDS IT 062218	\$158.66
		07/20/2018	24783	280323215	CAL CARDS IT 062218	\$9.95
		07/20/2018	24783	460	CAL CARDS IT 062218	(\$1.93)
		07/20/2018	24783	460141474	CAL CARDS IT 062218	\$950.65
		07/20/2018	24783	475	CAL CARDS IT 062218	(\$6.27)
		07/20/2018	24783	475141471	CAL CARDS IT 062218	\$1,620.95
<b>US BANK XX0346 IT</b>					<b>Total Check Amount:</b>	<b>\$2,839.84</b>
V29158	US BANK XX0221 PW	07/20/2018	24784	110	CALCARDS PW 062218	(\$555.50)
		07/20/2018	24784	110515111	CAL CARDS PW 062218	\$73.97
		07/20/2018	24784	110515121	CAL CARDS PW 062218	\$558.86

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29158	US BANK XX0221 PW	07/20/2018	24784	110515125	CAL CARDS PW 062218	\$201.46
		07/20/2018	24784	110515141	CAL CARDS PW 062218	\$317.27
		07/20/2018	24784	110515143	CAL CARDS PW 062218	\$16.13
		07/20/2018	24784	110515144	CAL CARDS PW 062218	\$85.02
		07/20/2018	24784	110515148	CAL CARDS PW 062218	\$40.82
		07/20/2018	24784	110515171	CAL CARDS PW 062218	\$148.22
		07/20/2018	24784	343515112	CAL CARDS PW 062218	\$216.50
		07/20/2018	24784	346515112	CAL CARDS PW 062218	\$228.52
		07/20/2018	24784	360515147	CAL CARDS PW 062218	\$53.81
		07/20/2018	24784	420515131	CAL CARDS PW 062218	\$534.18
		07/20/2018	24784	480515161	CAL CARDS PW 062218	\$1,598.98
		07/20/2018	24784	490	CALCARDS PW 062218	(\$3.65)
		07/20/2018	24784	490515151	CAL CARDS PW 062218	\$1,322.58
		07/20/2018	24784	490515151	CALCARDS PW 062218	\$1,097.93
<b>US BANK XX0221 PW</b>					<b>Total Check Amount:</b>	<b>\$5,935.10</b>
V29160	US BANK XX0544 POLICE	07/20/2018	24785	110	CAL CARDS PD 062218	\$4.98
		07/20/2018	24785	110141481	CAL CARDS PD 062218	\$89.11
		07/20/2018	24785	110212111	CAL CARDS PD 062218	\$1,294.22
		07/20/2018	24785	110212121	CAL CARDS PD 062218	\$2,710.74
		07/20/2018	24785	110212131	CAL CARDS PD 062218	\$2,601.33
		07/20/2018	24785	110212133	CAL CARDS PD 062218	\$666.59
		07/20/2018	24785	110212134	CAL CARDS PD 062218	\$872.94
		07/20/2018	24785	480515161	CAL CARDS PD 062218	\$1,641.21
<b>US BANK XX0544 POLICE</b>					<b>Total Check Amount:</b>	<b>\$9,881.12</b>
V29161	US BANK XX3401 PW- ADMIN	07/20/2018	24786	110	CALCRDS PW ADM 062218	\$5.49
		07/20/2018	24786	110515111	CALCRDS PW ADM 062218	\$499.58
		07/20/2018	24786	110515171	CALCRDS PW ADM 062218	\$45.00
		07/20/2018	24786	420515131	CALCRDS PW ADM 062218	\$62.00
<b>US BANK XX3401 PW- ADMIN</b>					<b>Total Check Amount:</b>	<b>\$612.07</b>
V29162	VISTA PAINT CORPORATION	07/20/2018	4573	420515131	PAINT	\$17.22
<b>VISTA PAINT CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$17.22</b>
V29163	WALTERS WHOLESALE ELECTRIC	07/20/2018	1667	420515131	ELECTRICAL PARTS	\$36.29
<b>WALTERS WHOLESALE ELECTRIC</b>					<b>Total Check Amount:</b>	<b>\$36.29</b>
V29164	SARA WOODWARD	07/20/2018	26083	110212122	JUNE 2018 MILEAGE	\$80.44
<b>SARA WOODWARD</b>					<b>Total Check Amount:</b>	<b>\$80.44</b>
V29165	ZOLL DATA MANAGEMENT	07/20/2018	21490	475141471	18/19 FIRE RMS SW MNT	\$6,350.00
<b>ZOLL DATA MANAGEMENT</b>					<b>Total Check Amount:</b>	<b>\$6,350.00</b>
<b>Voucher Subtotal</b>						<b>\$1,287,608.53</b>

## City Check Register for: Jul 20, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
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**TOTAL \$1,446,472.49**



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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178462	A-1 FENCE COMPANY	07/27/2018	27868	110515148	FENCE RENTAL JUN-DEC	\$2,986.00
A-1 FENCE COMPANY					Total Check Amount:	\$2,986.00
178463	NIKI ALLEN	07/27/2018	27882	420000000	CLOSED WATER ACCOUNT	\$29.81
NIKI ALLEN					Total Check Amount:	\$29.81
178464	ALLIED INSULATION, INC.	07/27/2018	27871	110404311	INSULATION:OLINDA MSM	\$770.00
ALLIED INSULATION, INC.					Total Check Amount:	\$770.00
178465	ROBIN ALVAREZ	07/27/2018	27876	420000000	CLOSED WATER ACCOUNT	\$24.83
ROBIN ALVAREZ					Total Check Amount:	\$24.83
178466	MICHAEL ARAKELIAN	07/27/2018	27879	420000000	CLOSED WATER ACCOUNT	\$16.96
MICHAEL ARAKELIAN					Total Check Amount:	\$16.96
178467	ARROW INTERNATIONAL, INC.	07/27/2018	25320	174222222	PARAMEDC SUPPLIES FS2	\$1,789.12
ARROW INTERNATIONAL, INC.					Total Check Amount:	\$1,789.12
178468	THE BANK OF NEW YORK MELLON	07/27/2018	16062	930141424	COB CTRL ACCT APR-JUN	\$1,816.58
THE BANK OF NEW YORK MELLON					Total Check Amount:	\$1,816.58
178469	AL BEE	07/27/2018	13716	110404215	SING/DANCE/ACT CAMP	\$1,855.50
AL BEE					Total Check Amount:	\$1,855.50
178470	BREA OFFICE II LLC	07/27/2018	27769	420000000	CLOSED WATER ACCOUNT	\$150.00
BREA OFFICE II LLC					Total Check Amount:	\$150.00
178471	BREA OLINDA UNIFIED SCHOOL DISTRICT	07/27/2018	1970	110404428	DAY CAMP:PLUNGE 7/9	\$148.16
		07/27/2018	1970	110404428	DAYCAMP:DSNYLAND 7/12	\$470.46
BREA OLINDA UNIFIED SCHOOL DISTRICT					Total Check Amount:	\$618.62
178472	BEN BROUMAND	07/27/2018	27875	420000000	CLOSED WATER ACCOUNT	\$119.00
BEN BROUMAND					Total Check Amount:	\$119.00
178473	C.I. BUSINESS EQUIPMENT INC	07/27/2018	6520	110141431	18/19 WARR:DOC SIGNER	\$499.00
		07/27/2018	6520	110141441	SHREDDER MNT 18/19	\$555.00
C.I. BUSINESS EQUIPMENT INC					Total Check Amount:	\$1,054.00
178474	CALIF BUILDING STANDARDS COMMISSION	07/27/2018	20578	110	GRNBLDG FEES 17/18 Q4	\$701.00
		07/27/2018	20578	110000000	10% DUSC 17/18 Q4	(\$70.10)
CALIF BUILDING STANDARDS COMMISSION					Total Check Amount:	\$630.90
178475	CALIF FORENSIC PHLEBOTOMY INC.	07/27/2018	4488	110212131	BLOOD TESTS JUNE 2018	\$2,461.00
CALIF FORENSIC PHLEBOTOMY INC.					Total Check Amount:	\$2,461.00
178476	CALIFORNIA NEWSPAPER PARTNERSHIP	07/27/2018	26287	341515112	LEGAL NOTICES MAY18	\$271.40
		07/27/2018	26287	342515112	LEGAL NOTICES MAY18	\$828.85
		07/27/2018	26287	343515112	LEGAL NOTICES MAY18	\$525.75
		07/27/2018	26287	344515112	LEGAL NOTICES MAY18	\$642.52
		07/27/2018	26287	345515112	LEGAL NOTICES MAY18	\$317.20
		07/27/2018	26287	346515112	LEGAL NOTICES MAY18	\$378.37
		07/27/2018	26287	347515112	LEGAL NOTICES MAY18	\$266.91
CALIFORNIA NEWSPAPER PARTNERSHIP					Total Check Amount:	\$3,231.00

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178477	CALIFORNIA YELLOW CAB	07/27/2018	24712	110404525	SR CTR TAXI RIDES JUN	\$146.00
<b>CALIFORNIA YELLOW CAB</b>						<b>Total Check Amount: \$146.00</b>
178478	CITY OF ANAHEIM	07/27/2018	4908	110222211	OCCHMERA CONT FY18/19	\$6,587.00
<b>CITY OF ANAHEIM</b>						<b>Total Check Amount: \$6,587.00</b>
178479	CITY OF BREA - WATER DEPT	07/27/2018	2039	341515112	WATER 5/9-6/7 2018	\$1,460.09
		07/27/2018	2039	343515112	WATER 5/9-6/7 2018	\$1,295.63
		07/27/2018	2039	345515112	WATER 5/9-6/7 2018	\$2,548.41
		07/27/2018	2039	346515112	WATER 5/9-6/7 2018	\$7,916.50
		07/27/2018	2039	347515112	WATER 5/9-6/7 2018	\$752.82
		07/27/2018	2039	880515113	WATER 5/9-6/7 2018	\$45.76
<b>CITY OF BREA - WATER DEPT</b>						<b>Total Check Amount: \$14,019.21</b>
178480	CLEANSTREET, INC.	07/27/2018	27808	440515126	SWEEPER RENT 6/20-26	\$3,000.00
<b>CLEANSTREET, INC.</b>						<b>Total Check Amount: \$3,000.00</b>
178481	MIKE COLLIER	07/27/2018	27878	420000000	CLOSED WATER ACCOUNT	\$419.83
<b>MIKE COLLIER</b>						<b>Total Check Amount: \$419.83</b>
178482	GILBERT CONTRERAS	07/27/2018	27880	420000000	CLOSED WATER ACCOUNT	\$31.36
<b>GILBERT CONTRERAS</b>						<b>Total Check Amount: \$31.36</b>
178483	CORELOGIC	07/27/2018	25542	280323215	REAL EST LISTNG JUN18	\$185.00
<b>CORELOGIC</b>						<b>Total Check Amount: \$185.00</b>
178484	THE COUNSELING TEAM INTERNATIONAL	07/27/2018	13933	110222221	PEER SUPPORT TRAINING	\$299.00
<b>THE COUNSELING TEAM INTERNATIONAL</b>						<b>Total Check Amount: \$299.00</b>
178485	COUNTY OF ORANGE	07/27/2018	4799	110212122	PRKNG CITATIONS JUN18	\$14,677.50
<b>COUNTY OF ORANGE</b>						<b>Total Check Amount: \$14,677.50</b>
178486	COUNTY OF ORANGE HOUSING	07/27/2018	19283	290000000	CDBG PROG INC 2018 Q2	\$74,284.51
<b>COUNTY OF ORANGE HOUSING</b>						<b>Total Check Amount: \$74,284.51</b>
178487	PROPERTY SPECIALIST, INC.	07/27/2018	26951	510707251	57/LAMBRT CONSULT JUN	\$18,501.07
<b>PROPERTY SPECIALIST, INC.</b>						<b>Total Check Amount: \$18,501.07</b>
178488	KALEB DAVIES	07/27/2018	27869	110404321	PAPERWORKS OPENING	\$300.00
<b>KALEB DAVIES</b>						<b>Total Check Amount: \$300.00</b>
178489	DEPARTMENT OF CONSERVATION	07/27/2018	2278	110	STRONGMOTION 1718Q4	\$2,548.40
		07/27/2018	2278	110000000	5% 17/18 4TH QTR FEES	(\$127.42)
<b>DEPARTMENT OF CONSERVATION</b>						<b>Total Check Amount: \$2,420.98</b>
178490	DERO BIKE RACKS	07/27/2018	27779	110515148	BIKEPUMP/ALLEN WRENCH	\$527.03
<b>DERO BIKE RACKS</b>						<b>Total Check Amount: \$527.03</b>
178491	DOUG MARTIN CONTRACTING INC	07/27/2018	4512	510707312	SLURRY:PNTE/NWD/BERRY	\$105,651.16
<b>DOUG MARTIN CONTRACTING INC</b>						<b>Total Check Amount: \$105,651.16</b>
178492	SOUTHERN CALIFORNIA EDISON	07/27/2018	3343	110515121	ELECTRICITY	\$1,918.79
		07/27/2018	3343	110515125	ELECTRICITY	\$27.70

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178492	SOUTHERN CALIFORNIA EDISON	07/27/2018	3343	110515143	ELECTRICITY	\$27.70
		07/27/2018	3343	110515148	ELECTRICITY	\$68.79
		07/27/2018	3343	490515151	ELECTRICITY	\$27,747.43
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$29,790.41</b>
178493	SORUSH EGHTEAFI	07/27/2018	27877	420000000	CLOSED WATER ACCOUNT	\$67.45
<b>SORUSH EGHTEAFI</b>					<b>Total Check Amount:</b>	<b>\$67.45</b>
178494	FORENSIC LOGIC, LLC	07/27/2018	27848	950000000	COPLINK MNT JUL-DEC	\$66,826.00
		07/27/2018	27848	950000000	COPLNK SW LIC JUL-DEC	\$17,816.00
<b>FORENSIC LOGIC, LLC</b>					<b>Total Check Amount:</b>	<b>\$84,642.00</b>
178495	FRANCHISE TAX BOARD	07/27/2018	13287	110	CD912245780 072018 PR	\$220.19
<b>FRANCHISE TAX BOARD</b>					<b>Total Check Amount:</b>	<b>\$220.19</b>
178496	FRANCHISE TAX BOARD/ST OF CALIF	07/27/2018	12043	110	#881650582 7/20/18 PR	\$605.42
<b>FRANCHISE TAX BOARD/ST OF CALIF</b>					<b>Total Check Amount:</b>	<b>\$605.42</b>
178497	THE GAS COMPANY	07/27/2018	3749	490515151	GAS JUN/JUL 2018	\$1,538.68
<b>THE GAS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$1,538.68</b>
178498	PAYGE HAMBY	07/27/2018	27873	420000000	CLOSED WATER ACCOUNT	\$269.77
<b>PAYGE HAMBY</b>					<b>Total Check Amount:</b>	<b>\$269.77</b>
178499	HOSHIZAKI WESTERN D.C. INC.	07/27/2018	15920	490515151	SCALE AWAY CLEANER	\$77.41
<b>HOSHIZAKI WESTERN D.C. INC.</b>					<b>Total Check Amount:</b>	<b>\$77.41</b>
178500	HOWARD INDUSTRIES	07/27/2018	5182	490515151	HVAC FILTERS @ BCC	\$444.54
<b>HOWARD INDUSTRIES</b>					<b>Total Check Amount:</b>	<b>\$444.54</b>
178501	WEN HUNG HUANG	07/27/2018	24000	420000000	CLOSED WATER ACCOUNT	\$36.03
<b>WEN HUNG HUANG</b>					<b>Total Check Amount:</b>	<b>\$36.03</b>
178502	IN TIME SERVICES INC.	07/27/2018	20876	950000000	ILJAOC ISELINK JUN18	\$3,260.00
<b>IN TIME SERVICES INC.</b>					<b>Total Check Amount:</b>	<b>\$3,260.00</b>
178503	INTERNATIONAL PACIFIC SEAFOODS LLC	07/27/2018	27836	420000000	CLOSED WATER ACCOUNT	\$619.48
<b>INTERNATIONAL PACIFIC SEAFOODS LLC</b>					<b>Total Check Amount:</b>	<b>\$619.48</b>
178504	LAAFMA	07/27/2018	23093	110222231	18/19 MEMB 0918-0819	\$45.00
<b>LAAFMA</b>					<b>Total Check Amount:</b>	<b>\$45.00</b>
178505	LACEY CUSTOM LINENS, INC.	07/27/2018	2772	110141441	GAS SURCHARGE 6/28/18	\$17.00
		07/27/2018	2772	110141441	LINEN CLEANING	\$497.46
<b>LACEY CUSTOM LINENS, INC.</b>					<b>Total Check Amount:</b>	<b>\$514.46</b>
178506	LANGUAGE LINE SERVICES	07/27/2018	19704	110212133	OTP INTERPRETATION	\$64.86
<b>LANGUAGE LINE SERVICES</b>					<b>Total Check Amount:</b>	<b>\$64.86</b>
178507	LIFE-ASSIST, INC.	07/27/2018	10530	110222222	PARAMEDC SUPPLIES FS2	\$913.86
		07/27/2018	10530	110222222	PARAMEDC SUPPLIES FS4	\$89.69
		07/27/2018	10530	174222222	PARAMEDC SUPPLIES FS2	\$252.14
<b>LIFE-ASSIST, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,255.69</b>

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178508	LUCAS BUILDERS, INC.	07/27/2018	26671	510707873	TRACKS S2/S3 PRTL RET	\$75,965.72
<b>LUCAS BUILDERS, INC.</b>					<b>Total Check Amount:</b>	<b>\$75,965.72</b>
178509	MARTIN & CHAPMAN CO.	07/27/2018	3533	110111161	ELECTN MNL/RES FLLERS	\$113.52
<b>MARTIN &amp; CHAPMAN CO.</b>					<b>Total Check Amount:</b>	<b>\$113.52</b>
178510	MITYLITE INC.	07/27/2018	2444	110404521	FRGHT:BLCK MESH/46481	\$10.00
<b>MITYLITE INC.</b>					<b>Total Check Amount:</b>	<b>\$10.00</b>
178511	MY COMMUNITY GUIDE	07/27/2018	23827	110404421	ADS:MY COMMUNITY GUIDE	\$1,165.00
		07/27/2018	23827	110404544	ADS:MY COMMUNITY GUIDE	\$250.00
<b>MY COMMUNITY GUIDE</b>					<b>Total Check Amount:</b>	<b>\$1,415.00</b>
178512	NACHIBAN CHURCH	07/27/2018	27872	110000000	ZONING/VAR PRMT REFND	\$75.00
<b>NACHIBAN CHURCH</b>					<b>Total Check Amount:</b>	<b>\$75.00</b>
178513	NEOPOST USA INC	07/27/2018	20201	110141441	REPROGRPHCS SUPPLIES	\$254.29
<b>NEOPOST USA INC</b>					<b>Total Check Amount:</b>	<b>\$254.29</b>
178514	BRAD AND/OR SUSAN NORCUTT	07/27/2018	24993	420000000	CLOSED WATER ACCOUNT	\$112.00
<b>BRAD AND/OR SUSAN NORCUTT</b>					<b>Total Check Amount:</b>	<b>\$112.00</b>
178515	NORTH COUNTY SWAT	07/27/2018	27865	174222222	2018 SWAT TEAM DUES	\$180.00
<b>NORTH COUNTY SWAT</b>					<b>Total Check Amount:</b>	<b>\$180.00</b>
178516	OCFCA	07/27/2018	1168	110222231	18/19 MEMB (3)	\$120.00
<b>OCFCA</b>					<b>Total Check Amount:</b>	<b>\$120.00</b>
178517	OCTA	07/27/2018	6109	110111143	18/19 OCTAP CONTRIB	\$2,045.53
<b>OCTA</b>					<b>Total Check Amount:</b>	<b>\$2,045.53</b>
178518	OFFICE DEPOT, INC	07/27/2018	4743	110111143	OFFICE SUPPLIES	\$70.13
		07/27/2018	4743	110141441	OFFICE SUPPLIES	\$539.47
		07/27/2018	4743	110212111	OFFICE SUPPLIES	\$144.63
		07/27/2018	4743	110212111	TONERS	\$917.45
		07/27/2018	4743	110222211	OFFICE SUPPLIES	\$152.72
		07/27/2018	4743	110404211	OFFICE SUPPLIES	\$51.76
		07/27/2018	4743	110404311	OFFICE SUPPLIES	\$250.43
<b>OFFICE DEPOT, INC</b>					<b>Total Check Amount:</b>	<b>\$2,126.59</b>
178519	PLUMBING WHOLESALE OUTLET, INC.	07/27/2018	18392	490515151	SLOAN WRENCH	\$74.87
<b>PLUMBING WHOLESALE OUTLET, INC.</b>					<b>Total Check Amount:</b>	<b>\$74.87</b>
178520	QUALITY AIRE	07/27/2018	23111	490515151	ICEMKR/REFRG/FRZR RPR	\$791.00
<b>QUALITY AIRE</b>					<b>Total Check Amount:</b>	<b>\$791.00</b>
178521	MARY RAE	07/27/2018	27874	420000000	CLOSED WATER ACCOUNT	\$74.45
<b>MARY RAE</b>					<b>Total Check Amount:</b>	<b>\$74.45</b>
178522	RENNE SLOAN HOTLZMAN SAKAI, LLP	07/27/2018	27580	110141481	LEGAL SVCS JUN 2018	\$170.00
		07/27/2018	27580	110141481	LEGAL SVCS:BCEA JUN18	\$118.00
<b>RENNE SLOAN HOTLZMAN SAKAI, LLP</b>					<b>Total Check Amount:</b>	<b>\$288.00</b>
178523	SHRED-IT USA	07/27/2018	7438	110111161	DOC DESTR FEB/MAR18	\$37.50

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178523	SHRED-IT USA	07/27/2018	7438	110212122	PD DOC DESTR FEB/MAR	\$192.00
		07/27/2018	7438	470141483	DOC DESTR FEB/MAR18	\$332.50
<b>SHRED-IT USA</b>					<b>Total Check Amount:</b>	<b>\$562.00</b>
178524	VERONICA SILVA	07/27/2018	27870	110	RENTAL DEPOSIT RETURN	\$1,000.00
<b>VERONICA SILVA</b>					<b>Total Check Amount:</b>	<b>\$1,000.00</b>
178525	SOAPTRONIC, LLC	07/27/2018	12699	110212131	SOAP -PATROL	\$336.78
<b>SOAPTRONIC, LLC</b>					<b>Total Check Amount:</b>	<b>\$336.78</b>
178526	SPARKLETTS	07/27/2018	3001	110111161	062718 COUNCL MTG WTR	\$20.76
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$20.76</b>
178527	SPARKLETTS	07/27/2018	3001	490515151	CCC FOUNTN WTR JUN18	\$18.02
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$18.02</b>
178528	THE STANDARD INSURANCE COMPANY	07/27/2018	15689	110	643015 LIFE INS JUL18	\$4,258.80
<b>THE STANDARD INSURANCE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$4,258.80</b>
178529	THE STANDARD INSURANCE COMPANY	07/27/2018	27270	110	643015 OPT INS JUL18	\$2,100.45
<b>THE STANDARD INSURANCE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$2,100.45</b>
178530	STANDARD PACIFIC HOMES	07/27/2018	23020	420000000	CLOSED WATER ACCOUNT	\$1,087.72
<b>STANDARD PACIFIC HOMES</b>					<b>Total Check Amount:</b>	<b>\$1,087.72</b>
178531	KONG TAING	07/27/2018	27881	420000000	CLOSED WATER ACCOUNT	\$35.37
<b>KONG TAING</b>					<b>Total Check Amount:</b>	<b>\$35.37</b>
178532	TRAILS4ALL	07/27/2018	17142	410515132	SPONSOR:22ND CLEANUP	\$1,500.00
<b>TRAILS4ALL</b>					<b>Total Check Amount:</b>	<b>\$1,500.00</b>
178533	VERIZON WIRELESS	07/27/2018	21122	110515171	9809840376 5/27-6/26	\$159.05
		07/27/2018	21122	420515131	9809840376 5/27-6/26	\$1,055.90
		07/27/2018	21122	430515123	9809840376 5/27-6/26	\$862.38
<b>VERIZON WIRELESS</b>					<b>Total Check Amount:</b>	<b>\$2,077.33</b>
178534	KANOA WATT	07/27/2018	27784	110404542	CLAPTON ROAD 8/1/18	\$1,300.00
<b>KANOA WATT</b>					<b>Total Check Amount:</b>	<b>\$1,300.00</b>
178535	WILDLIFE CORRIDOR CONSERV AUTHORITY	07/27/2018	2813	110141413	FY 18/19 CONTRIBUTION	\$500.00
<b>WILDLIFE CORRIDOR CONSERV AUTHORITY</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
178536	WOODRUFF, SPRADLIN & SMART	07/27/2018	24094	950000000	ILJAOC LGL SVCS JUN18	\$1,175.00
<b>WOODRUFF, SPRADLIN &amp; SMART</b>					<b>Total Check Amount:</b>	<b>\$1,175.00</b>
178537	XEROX CORPORATION	07/27/2018	3349	110141441	ADDRESS/LABL SW JUN18	\$108.00
		07/27/2018	3349	110141441	BLACK CPR/PRNTR JUN18	\$493.54
		07/27/2018	3349	110141441	CPR/PRNTR CORR JUN18	\$220.27
		07/27/2018	3349	110141441	HI-PROD PRNTR/CPR JUN	\$2,055.92
		07/27/2018	3349	110141441	HI-SPD PR/CPR MAR-JUN	\$3,015.82
		07/27/2018	3349	110141441	SOFTWARE MAINT JUN18	\$116.00
<b>XEROX CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$6,009.55</b>

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Check Subtotal						\$487,682.11
V29166	ADMINISTRATIVE & PROF	07/27/2018	3344	110	DED:4010 APEA MEMBR	\$492.00
ADMINISTRATIVE & PROF					Total Check Amount:	\$492.00
V29167	ALBERT GROVER & ASSOCIATES	07/27/2018	23588	510707709	BIRCH ST TSSP JUN18	\$2,060.00
ALBERT GROVER & ASSOCIATES					Total Check Amount:	\$2,060.00
V29168	ALTA LANGUAGE SERVICES, INC	07/27/2018	25953	110141481	BILINGUAL TEST	\$50.00
ALTA LANGUAGE SERVICES, INC					Total Check Amount:	\$50.00
V29169	ELIZABETH ANDERSON	07/27/2018	22093	420000000	CLOSED WATER ACCOUNT	\$15.29
ELIZABETH ANDERSON					Total Check Amount:	\$15.29
V29170	ARC DOCUMENT SOLUTIONS	07/27/2018	23645	510707936	PLAN COPIES	\$86.78
ARC DOCUMENT SOLUTIONS					Total Check Amount:	\$86.78
V29171	BAXTER'S FRAME WORKS & BADGE FRAME	07/27/2018	24424	110212131	ENGRAVED NAME PLATE	\$11.85
BAXTER'S FRAME WORKS & BADGE FRAME					Total Check Amount:	\$11.85
V29172	BPSEA MEMORIAL FOUNDATION	07/27/2018	14990	110	DED:4050 MEMORIAL	\$226.00
BPSEA MEMORIAL FOUNDATION					Total Check Amount:	\$226.00
V29173	BREA CITY EMPLOYEES ASSOCIATION	07/27/2018	3236	110	DED:4005 BCEA MEMBR	\$600.00
BREA CITY EMPLOYEES ASSOCIATION					Total Check Amount:	\$600.00
V29174	BREA FIREFIGHTERS ASSOCIATION	07/27/2018	3237	110	DED:4016 ASSOC MEMB	\$2,517.00
BREA FIREFIGHTERS ASSOCIATION					Total Check Amount:	\$2,517.00
V29175	BREA KOREA SISTER CITY ASSOC	07/27/2018	23758	110111111	FY 18/19 STIPEND	\$2,000.00
BREA KOREA SISTER CITY ASSOC					Total Check Amount:	\$2,000.00
V29176	BREA POLICE ASSOCIATION	07/27/2018	3769	110	DED:4030 BPA REG	\$3,400.00
BREA POLICE ASSOCIATION					Total Check Amount:	\$3,400.00
V29177	BREA POLICE ATHLETIC LEAGUE	07/27/2018	1068	110	DED:5010 B.P.A.L.	\$102.50
BREA POLICE ATHLETIC LEAGUE					Total Check Amount:	\$102.50
V29178	BREA POLICE MANAGEMENT ASSOCIATION	07/27/2018	21189	110	DED:4019 LDF MEMBRS	\$13.00
		07/27/2018	21189	110	DED:4020 PMA MEMBRS	\$227.50
BREA POLICE MANAGEMENT ASSOCIATION					Total Check Amount:	\$240.50
V29179	BUTLER CHEMICALS, INC.	07/27/2018	6515	490515151	SR CTR DW SVC JUN18	\$167.01
BUTLER CHEMICALS, INC.					Total Check Amount:	\$167.01
V29180	CANON FINANCIAL SERVICES, INC.	07/27/2018	20648	110141441	13-COPIER LEASE JUL18	\$3,480.64
CANON FINANCIAL SERVICES, INC.					Total Check Amount:	\$3,480.64
V29181	CANON SOLUTIONS AMERICA, INC	07/27/2018	15260	110141441	PROP EVD COPIER JUL18	\$802.87
CANON SOLUTIONS AMERICA, INC					Total Check Amount:	\$802.87
V29182	CHANDLER ASSET MANAGEMENT, INC.	07/27/2018	4375	110000000	INV MGMT SVCS JUN18	\$18.57
		07/27/2018	4375	420141424	INV MGMT SVCS JUN18	\$230.88
		07/27/2018	4375	875000000	INV MGMT SVCS JUN18	\$41.73
		07/27/2018	4375	890000000	INV MGMT SVCS JUN18	\$32.25

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V29182	CHANDLER ASSET MANAGEMENT, INC.	07/27/2018	4375	930000000	INV MGMT SVCS JUN18	\$4,108.78
<b>CHANDLER ASSET MANAGEMENT, INC. Total Check Amount:</b>						<b>\$4,432.21</b>
V29183	CINTAS CORPORATION #640	07/27/2018	25884	110212131	UNIFORM SVCS JUN 2018	\$80.04
		07/27/2018	25884	110515121	UNIFORM SVCS JUN 2018	\$34.88
		07/27/2018	25884	110515125	UNIFORM SVCS JUN 2018	\$55.48
		07/27/2018	25884	110515141	UNIFORM SVCS JUN 2018	\$168.72
		07/27/2018	25884	110515143	UNIFORM SVCS JUN 2018	\$24.88
		07/27/2018	25884	110515144	UNIFORM SVCS JUN 2018	\$109.04
		07/27/2018	25884	420515131	UNIFORM SVCS JUN 2018	\$154.04
		07/27/2018	25884	430515123	UNIFORM SVCS JUN 2018	\$68.32
		07/27/2018	25884	440515126	UNIFORM SVCS JUN 2018	\$32.00
		07/27/2018	25884	480515161	UNIFORM SVCS JUN 2018	\$197.84
		07/27/2018	25884	490515151	UNIFORM SVCS JUN 2018	\$376.60
<b>CINTAS CORPORATION #640 Total Check Amount:</b>						<b>\$1,301.84</b>
V29184	CIVILSOURCE INC	07/27/2018	22210	510707873	TRACKS S4 MAR 2018	\$22,274.50
<b>CIVILSOURCE INC Total Check Amount:</b>						<b>\$22,274.50</b>
V29185	CLUB SERVICES	07/27/2018	16963	110404215	BCC EQPT SVC MAY/JUN	\$276.16
<b>CLUB SERVICES Total Check Amount:</b>						<b>\$276.16</b>
V29186	COMLOCK SECURITY-GROUP	07/27/2018	13625	490515151	KEYS & LOCKS	\$598.99
<b>COMLOCK SECURITY-GROUP Total Check Amount:</b>						<b>\$598.99</b>
V29187	CORE & MAIN LP	07/27/2018	27049	420	TAX ON WATER METERS	(\$437.20)
		07/27/2018	27049	420515131	WATER METER/ENCODER	\$6,850.93
		07/27/2018	27049	420515131	WATER METERS	\$19,433.80
<b>CORE &amp; MAIN LP Total Check Amount:</b>						<b>\$25,847.53</b>
V29188	DE LAGE LANDEN FINANCIAL SERVICES	07/27/2018	23311	110141441	FS3 COPY MACH LSE JUL	\$161.20
<b>DE LAGE LANDEN FINANCIAL SERVICES Total Check Amount:</b>						<b>\$161.20</b>
V29189	DOOLEY ENTERPRISES INC	07/27/2018	5421	110212131	AMMUNITION	\$4,996.99
<b>DOOLEY ENTERPRISES INC Total Check Amount:</b>						<b>\$4,996.99</b>
V29190	DOTY BROTHERS EQUIPMENT CO.	07/27/2018	26695	420515131	VAULT MAINTENANCE	\$1,886.52
<b>DOTY BROTHERS EQUIPMENT CO. Total Check Amount:</b>						<b>\$1,886.52</b>
V29191	EAN SERVICES, LLC	07/27/2018	26450	110222221	CAR RENTL:STRIKE TEAM	\$119.74
<b>EAN SERVICES, LLC Total Check Amount:</b>						<b>\$119.74</b>
V29192	ENTERPRISE FM TRUST	07/27/2018	15895	110212121	CH TAHOE RENEWAL-DMV	\$433.00
		07/27/2018	15895	110212121	CH TAHOE RENEWAL-EFM	\$25.00
		07/27/2018	15895	110212121	LEASE CH TAHOE JUL18	\$697.97
<b>ENTERPRISE FM TRUST Total Check Amount:</b>						<b>\$1,155.97</b>
V29193	EXTERMINETICS OF SO CALIF INC	07/27/2018	3298	110515125	PEST CONTROL SVCS JUN	\$240.00
		07/27/2018	3298	110515125	PESTCTRL DT PS3 JUN18	\$84.00



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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29193	EXTERMINETICS OF SO CALIF INC	07/27/2018	3298	110515141	PEST CONTROL SVCS JUN	\$180.00
		07/27/2018	3298	420515131	PEST CONTROL SVCS JUN	\$100.00
		07/27/2018	3298	490515151	PEST CONTROL @ POOL	\$60.00
		07/27/2018	3298	490515151	PEST CONTROL SVCS JUN	\$1,090.00
		07/27/2018	3298	490515151	PEST CTRL @ BCC JUN18	\$60.00
<b>EXTERMINETICS OF SO CALIF INC</b>					<b>Total Check Amount:</b>	<b>\$1,814.00</b>
V29194	FUSCOE ENGINEERING, INC.	07/27/2018	18052	110000000	WQMP PLAN CHECK MAR18	\$348.00
<b>FUSCOE ENGINEERING, INC.</b>					<b>Total Check Amount:</b>	<b>\$348.00</b>
V29195	GLASBY MAINTENANCE SUPPLY CO	07/27/2018	6802	490515151	FLOOR PADS @ BCC	\$65.08
<b>GLASBY MAINTENANCE SUPPLY CO</b>					<b>Total Check Amount:</b>	<b>\$65.08</b>
V29196	DON GOLDEN	07/27/2018	10729	110000000	INSP SVCS 7/5-7/18	\$9,940.66
		07/27/2018	10729	110323242	INSP SVCS 7/5-7/18	\$562.86
<b>DON GOLDEN</b>					<b>Total Check Amount:</b>	<b>\$10,503.52</b>
V29197	GRAINGER	07/27/2018	13634	110222211	BATTERIES	\$261.84
		07/27/2018	13634	420515131	STAINLESS PARTS	\$2,423.42
<b>GRAINGER</b>					<b>Total Check Amount:</b>	<b>\$2,685.26</b>
V29198	HCI SYSTEMS INC	07/27/2018	25112	110515125	FIRE SYSTM MNT DT PS2	\$1,868.72
		07/27/2018	25112	490515151	SMOKE DUCT REPAIR BCCAC11	\$455.00
<b>HCI SYSTEMS INC</b>					<b>Total Check Amount:</b>	<b>\$2,323.72</b>
V29199	INFOSEND, INC.	07/27/2018	19016	110404421	INSERT:COUNTRY FAIR	\$55.09
		07/27/2018	19016	110404421	INSERT:FAMILY FILMS	\$110.18
		07/27/2018	19016	420141421	ENVELOPES	\$77.58
		07/27/2018	19016	420141421	WATER:JUN18 POSTAGE	\$4,212.50
		07/27/2018	19016	420141421	WATER:JUN18 PRNT/MAIL	\$1,518.21
		07/27/2018	19016	420141421	WATER:MAY18 POSTAGE	\$4,228.87
		07/27/2018	19016	420141421	WATER:MAY18 PRNT/MAIL	\$1,525.44
<b>INFOSEND, INC.</b>					<b>Total Check Amount:</b>	<b>\$11,727.87</b>
V29200	INK LINK INC	07/27/2018	22423	110404544	BREA FEST BANNERS	\$371.05
<b>INK LINK INC</b>					<b>Total Check Amount:</b>	<b>\$371.05</b>
V29201	JAMISON ENGINEERING CONTRACTORS, INC	07/27/2018	15812	430515123	LF SWRLFT MNT APR-JUN	\$5,727.00
<b>JAMISON ENGINEERING CONTRACTORS, INC</b>					<b>Total Check Amount:</b>	<b>\$5,727.00</b>
V29202	KELLY PAPER	07/27/2018	7039	110141441	SUPPLIES-REPROGRAPHCS	\$388.51
<b>KELLY PAPER</b>					<b>Total Check Amount:</b>	<b>\$388.51</b>
V29203	KEYSER MARSTON ASSOCIATES, INC.	07/27/2018	25482	110000000	EMB SUITES JUNE 2018	\$472.50
<b>KEYSER MARSTON ASSOCIATES, INC.</b>					<b>Total Check Amount:</b>	<b>\$472.50</b>
V29204	LIEBERT CASSIDY WHITMORE	07/27/2018	2489	110141481	LABOR REL CERT PROG	\$750.00
<b>LIEBERT CASSIDY WHITMORE</b>					<b>Total Check Amount:</b>	<b>\$750.00</b>
V29205	LINCOLN AQUATICS	07/27/2018	17902	110404422	BULK CHLORINE @ POOL	\$489.99



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V29205	LINCOLN AQUATICS	07/27/2018	17902	110404422	BULK LIQUID CHLORINE	\$728.92
<b>LINCOLN AQUATICS</b>						<b>Total Check Amount: \$1,218.91</b>
V29206	LINEGEAR	07/27/2018	23894	110222221	BRUSH PANTS	\$277.80
		07/27/2018	23894	174222222	BOOTS - BROWN, B	\$300.35
<b>LINEGEAR</b>						<b>Total Check Amount: \$578.15</b>
V29207	MODULAR SPACE CORPORATION	07/27/2018	27090	510707936	LDM TRAILR RENTAL JUL	\$478.54
<b>MODULAR SPACE CORPORATION</b>						<b>Total Check Amount: \$478.54</b>
V29208	ORANGE COUNTY SANITATION DIST.	07/27/2018	14689	110	RES SEWER FEES JUN18	\$5,117.00
		07/27/2018	14689	110000000	5% COLL:RES SF JUN18	(\$255.85)
<b>ORANGE COUNTY SANITATION DIST.</b>						<b>Total Check Amount: \$4,861.15</b>
V29209	ORANGE COUNTY UNITED WAY	07/27/2018	3451	110	DED:5005 UNITED WAY	\$17.40
<b>ORANGE COUNTY UNITED WAY</b>						<b>Total Check Amount: \$17.40</b>
V29210	PACIFIC COAST ENTERTAINMENT	07/27/2018	21588	110404542	LED PAR REPLACEMENTS	\$3,448.00
<b>PACIFIC COAST ENTERTAINMENT</b>						<b>Total Check Amount: \$3,448.00</b>
V29211	PACIFIC TELEMAGEMENT SERVICES	07/27/2018	19696	475141471	7147920398 JUL 2018	\$75.00
<b>PACIFIC TELEMAGEMENT SERVICES</b>						<b>Total Check Amount: \$75.00</b>
V29212	PARACLETE FIRE AND SAFETY, INC.	07/27/2018	17760	110515125	FIRE EXT SVC @ DT PS1	\$81.71
<b>PARACLETE FIRE AND SAFETY, INC.</b>						<b>Total Check Amount: \$81.71</b>
V29213	PARSONS TRANSPORTATION GROUP	07/27/2018	25626	510707251	57/LAMBERT INT PP #23	\$263,465.12
<b>PARSONS TRANSPORTATION GROUP</b>						<b>Total Check Amount: \$263,465.12</b>
V29214	PLACEWORKS, INC.	07/27/2018	26720	110000000	MERCURY RES PROJ JUN	\$10,706.81
		07/27/2018	26720	110000000	MERCURY RES PROJ MAY	\$7,519.11
<b>PLACEWORKS, INC.</b>						<b>Total Check Amount: \$18,225.92</b>
V29215	REHABWEST, INC.	07/27/2018	22325	470141483	JFA#WA50656-1 DEC-JAN	\$677.20
<b>REHABWEST, INC.</b>						<b>Total Check Amount: \$677.20</b>
V29216	RICHARDS, WATSON & GERSHON	07/27/2018	8978	110000000	0116 REIMB WORK 6/18	\$279.00
		07/27/2018	8978	110111112	152 HILLS4EVRYONE MAY	\$94.80
		07/27/2018	8978	410515132	0162 SA MS4/NPDES JUN	\$348.60
		07/27/2018	8978	410515132	162 SA MS4/NPDES MAY	\$1,561.68
		07/27/2018	8978	510707251	0145 57/LAMBERT JUN18	\$10,451.50
		07/27/2018	8978	510707251	0145 57/LAMBERT MAY18	\$11,858.00
<b>RICHARDS, WATSON &amp; GERSHON</b>						<b>Total Check Amount: \$24,593.58</b>
V29217	ROTH STAFFING COMPANIES LP	07/27/2018	27579	110141431	TEMP STAFF 6/18-6/24	\$1,085.00
		07/27/2018	27579	110141431	TEMP STAFF 6/25-7/1	\$868.00
		07/27/2018	27579	110141431	TEMP STAFF 7/2-7/8	\$868.00
		07/27/2018	27579	420141431	TEMP STAFF 6/18-6/24	\$325.50
		07/27/2018	27579	420141431	TEMP STAFF 6/25-7/1	\$260.40
		07/27/2018	27579	420141431	TEMP STAFF 7/2-7/8	\$260.40
		07/27/2018	27579	430141431	TEMP STAFF 6/18-6/24	\$325.50

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29217	ROTH STAFFING COMPANIES LP	07/27/2018	27579	430141431	TEMP STAFF 6/25-7/1	\$260.40
		07/27/2018	27579	430141431	TEMP STAFF 7/2-7/8	\$260.40
		07/27/2018	27579	630141432	TEMP STAFF 6/18-6/24	\$434.00
		07/27/2018	27579	630141432	TEMP STAFF 6/25-7/1	\$347.20
		07/27/2018	27579	630141432	TEMP STAFF 7/2-7/8	\$347.20
<b>ROTH STAFFING COMPANIES LP</b>					<b>Total Check Amount:</b>	<b>\$5,642.00</b>
V29218	RUSSELL SIGLER INC.	07/27/2018	21638	490515151	HVAC PART	\$7.59
<b>RUSSELL SIGLER INC.</b>					<b>Total Check Amount:</b>	<b>\$7.59</b>
V29219	SKATEDOGS	07/27/2018	22488	110404214	SKATEBRD CAMP 74-7/10	\$795.60
<b>SKATEDOGS</b>					<b>Total Check Amount:</b>	<b>\$795.60</b>
V29220	SMART & FINAL	07/27/2018	3269	110404425	TINY TOTS FOOD	\$49.89
		07/27/2018	3269	110404425	TINY TOTS SUPPLIES	\$7.96
		07/27/2018	3269	110404428	DAYCAMP FOOD	\$284.68
<b>SMART &amp; FINAL</b>					<b>Total Check Amount:</b>	<b>\$342.53</b>
V29221	SPECTRUM GAS PRODUCTS, INC.	07/27/2018	16060	110222222	OXYGEN	\$25.00
		07/27/2018	16060	174222222	OXYGEN	\$58.50
<b>SPECTRUM GAS PRODUCTS, INC.</b>					<b>Total Check Amount:</b>	<b>\$83.50</b>
V29222	SPICERS PAPER, INC.	07/27/2018	18883	110141441	PAPER	\$5,772.54
<b>SPICERS PAPER, INC.</b>					<b>Total Check Amount:</b>	<b>\$5,772.54</b>
V29223	STAPLES TECHNOLOGY SOLUTIONS	07/27/2018	22888	110404311	TONER	\$666.89
		07/27/2018	22888	110404311	TONERS	\$589.94
<b>STAPLES TECHNOLOGY SOLUTIONS</b>					<b>Total Check Amount:</b>	<b>\$1,256.83</b>
V29224	SUPERIOR ALARM SYSTEMS	07/27/2018	11074	110404541	GALLERY F/A JUL-DEC18	\$210.00
<b>SUPERIOR ALARM SYSTEMS</b>					<b>Total Check Amount:</b>	<b>\$210.00</b>
V29225	SUPERIOR PAVEMENT MARKINGS	07/27/2018	26443	110515121	STREET RESTRIPIING	\$34,508.05
<b>SUPERIOR PAVEMENT MARKINGS</b>					<b>Total Check Amount:</b>	<b>\$34,508.05</b>
V29226	SWANK MOTION PICTURES, INC.	07/27/2018	10080	110404421	COCO 7/20/18	\$435.00
		07/27/2018	10080	110404421	PADDINGTON2/FAM FILMS	\$395.00
		07/27/2018	10080	110404421	SECRET LIFE OF PETS	\$350.00
<b>SWANK MOTION PICTURES, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,180.00</b>
V29227	THOMSON REUTERS - WEST	07/27/2018	22020	110111112	431851 CHGS 6/5-7/4	\$1,159.68
<b>THOMSON REUTERS - WEST</b>					<b>Total Check Amount:</b>	<b>\$1,159.68</b>
V29228	THYSSENKRUPP ELEVATOR	07/27/2018	10308	110515125	EMERGENCY RPR DT PS2	\$540.20
		07/27/2018	10308	110515125	QTRLY ELEV SVC:DT PS1	\$1,654.48
		07/27/2018	10308	110515125	QTRLY ELEV SVC:DT PS2	\$1,654.48
<b>THYSSENKRUPP ELEVATOR</b>					<b>Total Check Amount:</b>	<b>\$3,849.16</b>
V29229	TITAN WATER TECHNOLOGY, INC.	07/27/2018	25776	490515151	WATER TREATMENT JUL18	\$415.00
<b>TITAN WATER TECHNOLOGY, INC.</b>					<b>Total Check Amount:</b>	<b>\$415.00</b>
V29230	TOTAL ADMINISTRATIVE SERVICE	07/27/2018	26017	110	DED:808B FSA DEPCAR	\$2,125.48

## City Check Register for: Jul 27, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29230	CORP.	07/27/2018	26017	110	DED:808C FSA UR MED	\$4,639.53
<b>TOTAL ADMINISTRATIVE SERVICE CORP.</b>						<b>Total Check Amount: \$6,765.01</b>
V29231	TRINITY SOUND COMPANY	07/27/2018	11364	110404542	SOUND: 8/1 CONCERT	\$830.00
<b>TRINITY SOUND COMPANY</b>						<b>Total Check Amount: \$830.00</b>
V29232	TROPICAL PLAZA NURSERY, INC	07/27/2018	2062	110515148	TRACK S4 MNT JUN18	\$992.75
<b>TROPICAL PLAZA NURSERY, INC</b>						<b>Total Check Amount: \$992.75</b>
V29233	UNITED ROTARY BRUSH CORPORATION	07/27/2018	16649	480515161	SWEEPER BROOMS (2)	\$471.38
<b>UNITED ROTARY BRUSH CORPORATION</b>						<b>Total Check Amount: \$471.38</b>
V29234	US METRO GROUP, INC.	07/27/2018	24814	110515125	JANITORIAL SVCS JUL18	\$826.71
		07/27/2018	24814	490515151	JANITORIAL SVCS JUL18	\$32,832.80
<b>US METRO GROUP, INC.</b>						<b>Total Check Amount: \$33,659.51</b>
V29235	VERSATILE INFORMATION PRODUCTS, INC.	07/27/2018	19165	110212131	PUMA ENT/SERVER 18/19	\$4,917.00
<b>VERSATILE INFORMATION PRODUCTS, INC.</b>						<b>Total Check Amount: \$4,917.00</b>
V29236	VISTA PAINT CORPORATION	07/27/2018	4573	110515125	PAINT:PRKG STRUCTURES	\$89.80
		07/27/2018	4573	490515151	PAINT PROJ @ DT POOL	\$0.00
<b>VISTA PAINT CORPORATION</b>						<b>Total Check Amount: \$89.80</b>
V29237	VORTEX	07/27/2018	15007	490515151	DOOR RPR@PIONEER HALL	\$894.57
<b>VORTEX</b>						<b>Total Check Amount: \$894.57</b>
V29238	WEST COAST ARBORISTS, INC.	07/27/2018	1556	110515125	TREE SVCS 6/1-6/15	\$4,400.22
		07/27/2018	1556	110515125	TREE SVCS 6/16-6/30	\$3,000.15
		07/27/2018	1556	110515142	SHOT HOLEBORER INJCTN	\$1,526.00
		07/27/2018	1556	110515142	TREE SVCS 6/1-6/15	\$11,694.51
		07/27/2018	1556	110515142	TREE SVCS 6/16-6/30	\$2,774.88
		07/27/2018	1556	880515113	TREE SVCS 6/16-6/30	\$600.03
<b>WEST COAST ARBORISTS, INC.</b>						<b>Total Check Amount: \$23,995.79</b>
V29239	WEST-LITE SUPPLY CO., INC.	07/27/2018	5192	490515151	LED LIGHTS @ DT PS2	\$1,287.95
		07/27/2018	5192	490515151	LIGHTING	\$94.78
<b>WEST-LITE SUPPLY CO., INC.</b>						<b>Total Check Amount: \$1,382.73</b>
V29240	WILLDAN ENGINEERING	07/27/2018	12445	110000000	BREA BL DRAINAGE 3/30	\$998.50
		07/27/2018	12445	110000000	PLAN CHK:404 N. BERRY	\$3,115.25
		07/27/2018	12445	110000000	TFC ENG:BR/IMP/HINES	\$600.00
		07/27/2018	12445	110000000	TFC ENG:MERCURY/BERRY	\$160.00
		07/27/2018	12445	110515171	CITY TRFFC ENG'G 5/25	\$10,182.91
		07/27/2018	12445	110515171	KINGS@ZION CYN 5/25	\$1,490.00
		07/27/2018	12445	110515171	LOCAL TSSP 5/25	\$320.00
		07/27/2018	12445	510515171	CITY TRFFC ENG'G 5/25	\$1,521.59
		07/27/2018	12445	510707219	CITY TFC CALMING 5/25	\$1,794.00
<b>WILLDAN ENGINEERING</b>						<b>Total Check Amount: \$20,182.25</b>

## City Check Register for: Jul 27, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
Voucher Subtotal						\$583,604.55
TOTAL						\$1,071,286.66

## City Check Register for: Aug 3, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178538	ANAHEIM FULLERTON TOWING CO.	08/03/2018	1691	480515161	SHUTTLE - TOW TO YARD	\$175.00
		08/03/2018	1691	480515161	TOW SWEEPER TO DEALER	\$375.00
<b>ANAHEIM FULLERTON TOWING CO.</b>					<b>Total Check Amount:</b>	<b>\$550.00</b>
178539	ASBURY ENVIRONMENTAL SERVICES	08/03/2018	9144	480515161	STA 3 OILY WATER DISPOSAL	\$284.34
<b>ASBURY ENVIRONMENTAL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$284.34</b>
178540	CALIFORNIA NEWSPAPER PARTNERSHIP	08/03/2018	26287	110111161	LEGAL NOTICES JUN18	\$135.00
<b>CALIFORNIA NEWSPAPER PARTNERSHIP</b>					<b>Total Check Amount:</b>	<b>\$135.00</b>
178541	AMY CHII-WON	08/03/2018	27858	110	RESIDENT DISC-DAYCAMP	\$20.00
<b>AMY CHII-WON</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
178542	COUNTY OF ORANGE	08/03/2018	4799	110212131	COMM CHGS BR1 JUN18	\$86.00
<b>COUNTY OF ORANGE</b>					<b>Total Check Amount:</b>	<b>\$86.00</b>
178543	COUNTY OF ORANGE HEALTH CARE AGENCY	08/03/2018	19197	510707873	TRCKS S4:IND CLEAN UP	\$1,947.50
<b>COUNTY OF ORANGE HEALTH CARE AGENCY</b>					<b>Total Check Amount:</b>	<b>\$1,947.50</b>
178544	CYBERSOURCE CORPORATION	08/03/2018	25266	110404542	BOX OFFCE CC PROC JUN	\$23.16
<b>CYBERSOURCE CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$23.16</b>
178545	DIVISION OF THE STATE ARCHITECT	08/03/2018	21499	110	CASP FEE 2ND QTR 2018	\$3,720.00
		08/03/2018	21499	110000000	CASP ADM FEES Q2 2018	(\$186.00)
		08/03/2018	21499	110000000	CASP CITY REV Q2 2018	(\$3,162.00)
<b>DIVISION OF THE STATE ARCHITECT</b>					<b>Total Check Amount:</b>	<b>\$372.00</b>
178546	SOUTHERN CALIFORNIA EDISON	08/03/2018	3343	110515121	ELECRCITY	\$471.93
		08/03/2018	3343	110515121	ELECTRICITY	\$890.55
		08/03/2018	3343	490515151	ELECRCITY	\$24.58
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$1,387.06</b>
178547	SOUTHERN CALIFORNIA EDISON	08/03/2018	3343	490515151	ELECTRICITY 6/12-7/12	\$12,068.10
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$12,068.10</b>
178548	SOUTHERN CALIFORNIA EDISON	08/03/2018	3343	110515121	ELECTRICITY JUN/JUL18	\$3,384.96
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$3,384.96</b>
178549	EDUTAINMENT ARTS	08/03/2018	20873	110404145	ULTIMATE SURVIVAL CMP	\$1,059.50
<b>EDUTAINMENT ARTS</b>					<b>Total Check Amount:</b>	<b>\$1,059.50</b>
178550	FC & MK TOMLINSON , LLC	08/03/2018	2550	420515131	LEASE:CAL DOM 180 SH	\$65,581.20
<b>FC &amp; MK TOMLINSON , LLC</b>					<b>Total Check Amount:</b>	<b>\$65,581.20</b>
178551	THE GAS COMPANY	08/03/2018	3749	490515151	GAS UTILITY	\$80.64
<b>THE GAS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$80.64</b>
178552	GATEWAY AUTO SPA	08/03/2018	19220	480515161	300 CAR WASH TICKETS	\$3,000.00
<b>GATEWAY AUTO SPA</b>					<b>Total Check Amount:</b>	<b>\$3,000.00</b>
178553	KM HAZMAT SERVICES	08/03/2018	25331	480515161	PROCESS EPA # FOR CCC	\$150.00
<b>KM HAZMAT SERVICES</b>					<b>Total Check Amount:</b>	<b>\$150.00</b>

## City Check Register for: Aug 3, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178554	LAW OFFICES OF JONES & MAYER	08/03/2018	12144	110111112	LEGAL:CODE ENF JUN18	\$2,363.00
		08/03/2018	12144	110111112	LEGAL:CODE ENF MAY18	\$2,295.00
		08/03/2018	12144	110212111	LEGAL SVCS:PD JUN18	\$170.00
		08/03/2018	12144	110212111	LEGAL:PD APR 2018	\$170.00
		08/03/2018	12144	110212111	LEGAL:PD JAN CRED BAL	(\$255.00)
<b>LAW OFFICES OF JONES &amp; MAYER</b>					<b>Total Check Amount:</b>	<b>\$4,743.00</b>
178555	ALMA MACEDO	08/03/2018	27861	110	REFUND:SWIM LESSON	\$6.80
<b>ALMA MACEDO</b>					<b>Total Check Amount:</b>	<b>\$6.80</b>
178556	MARS ENVIRONMENTAL, INC.	08/03/2018	19757	490515151	HAZARDOUS WASTE DISP	\$640.00
<b>MARS ENVIRONMENTAL, INC.</b>					<b>Total Check Amount:</b>	<b>\$640.00</b>
178557	MCPEEK'S DODGE OF ANAHEIM	08/03/2018	22049	480515161	FRONT BRAKE PADS	\$101.02
<b>MCPEEK'S DODGE OF ANAHEIM</b>					<b>Total Check Amount:</b>	<b>\$101.02</b>
178558	MEDPOST URGENT CARE - BREA	08/03/2018	27547	110141481	DOT PHYSICALS JUN18	\$270.00
<b>MEDPOST URGENT CARE - BREA</b>					<b>Total Check Amount:</b>	<b>\$270.00</b>
178559	MYERS TIRE SUPPLY	08/03/2018	16200	480515161	WHEEL WEIGHT HAMMER	\$18.30
<b>MYERS TIRE SUPPLY</b>					<b>Total Check Amount:</b>	<b>\$18.30</b>
178560	ORANGE COUNTY SHERIFF'S DEPT	08/03/2018	6542	110212111	ARST CTRL TCHNQS INST	\$98.60
<b>ORANGE COUNTY SHERIFF'S DEPT</b>					<b>Total Check Amount:</b>	<b>\$98.60</b>
178561	OVERLAND PACIFIC & CUTLER, INC.	08/03/2018	15409	510707310	CENTRAL/TAMARCK APR18	\$162.50
<b>OVERLAND PACIFIC &amp; CUTLER, INC.</b>					<b>Total Check Amount:</b>	<b>\$162.50</b>
178562	PREMIUM RV INC.	08/03/2018	11981	480515161	2" DROP HITCH	\$49.78
<b>PREMIUM RV INC.</b>					<b>Total Check Amount:</b>	<b>\$49.78</b>
178563	PUENTE HILLS FORD	08/03/2018	25742	480515161	27004 ENGINE REPAIR	\$1,848.17
		08/03/2018	25742	480515161	HOUSING PANEL	\$14.76
		08/03/2018	25742	480515161	PANEL MOULDING	\$49.71
<b>PUENTE HILLS FORD</b>					<b>Total Check Amount:</b>	<b>\$1,912.64</b>
178564	SECRETARY OF STATE	08/03/2018	16229	110111161	NOTARY EXAM FEE	\$40.00
<b>SECRETARY OF STATE</b>					<b>Total Check Amount:</b>	<b>\$40.00</b>
178565	SHRED-IT USA	08/03/2018	7438	110111161	DOC DESTR 7/10/18	\$8.00
		08/03/2018	7438	110212122	PD DOC DESTR 6/26/18	\$96.00
		08/03/2018	7438	110212122	PD DOC DESTR 7/10/18	\$96.00
		08/03/2018	7438	470141483	DOC DESTR 6/26/18	\$8.00
<b>SHRED-IT USA</b>					<b>Total Check Amount:</b>	<b>\$208.00</b>
178566	WILLIAM M. TOMLINSON II	08/03/2018	12087	420515131	17/18 LSE 8SH CAL DOM	\$5,829.44
		08/03/2018	12087	420515131	17/18 LSE 8SH TO PO	(\$2,914.72)
<b>WILLIAM M. TOMLINSON II</b>					<b>Total Check Amount:</b>	<b>\$2,914.72</b>
178567	TOXGUARD FLUID TECHNOLOGIES	08/03/2018	9130	480515161	COOLANT RECYCLING	\$775.72
<b>TOXGUARD FLUID TECHNOLOGIES</b>					<b>Total Check Amount:</b>	<b>\$775.72</b>
178568	UNICORN METALS	08/03/2018	17181	480515161	METALSTOCK ANGLE IRON	\$75.23

## City Check Register for: Aug 3, 2018

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<b>UNICORN METALS</b>						<b>Total Check Amount: \$75.23</b>
178569	VERIZON WIRELESS	08/03/2018	21122	420515131	9809848128 5/27-6/26	\$38.01
<b>VERIZON WIRELESS</b>						<b>Total Check Amount: \$38.01</b>
178570	CHERYL WADE	08/03/2018	27860	110	BCC MEMB FEE REFUND	\$71.50
<b>CHERYL WADE</b>						<b>Total Check Amount: \$71.50</b>
178571	KELLY WALKER	08/03/2018	19627	110000000	2018 BREAFAST STARTUP	\$3,000.00
<b>KELLY WALKER</b>						<b>Total Check Amount: \$3,000.00</b>
178572	CAROL WEINMANN	08/03/2018	27862	110	BCC MEMB CANCELLATION	\$44.00
<b>CAROL WEINMANN</b>						<b>Total Check Amount: \$44.00</b>
178573	SEAN YEH	08/03/2018	27859	110	FORFEITURE FEE	\$50.00
<b>SEAN YEH</b>						<b>Total Check Amount: \$50.00</b>
<b>Check Subtotal</b>						<b>\$105,349.28</b>
V29241	ADLERHORST INT'L INC	08/03/2018	2223	110212131	K-9 TRAINING JUL 2018	\$385.00
<b>ADLERHORST INT'L INC</b>						<b>Total Check Amount: \$385.00</b>
V29242	DAVID AGUIRRE	08/03/2018	12388	110212111	OFF INVOLVED DOM VIOL	\$98.00
<b>DAVID AGUIRRE</b>						<b>Total Check Amount: \$98.00</b>
V29243	THE AIR SHOP	08/03/2018	17597	480515161	1815 SHUTTLE A/C RPR	\$3,109.15
<b>THE AIR SHOP</b>						<b>Total Check Amount: \$3,109.15</b>
V29244	AKAL CONSULTANTS	08/03/2018	19771	510707873	TRACKS @BREA S6 FINAL	\$14,400.00
<b>AKAL CONSULTANTS</b>						<b>Total Check Amount: \$14,400.00</b>
V29245	AMERICAN LEGAL PUBLISHING CORP	08/03/2018	3794	110111161	CODE OF ORDINANCES	\$132.49
<b>AMERICAN LEGAL PUBLISHING CORP</b>						<b>Total Check Amount: \$132.49</b>
V29246	ANAHEIM ICE MANAGEMENT	08/03/2018	15170	110404145	ICE SKATING CLASSES	\$292.00
<b>ANAHEIM ICE MANAGEMENT</b>						<b>Total Check Amount: \$292.00</b>
V29247	AVCOGAS PROPANE SALES & SERVICES	08/03/2018	22047	480515161	LIQUID PETROLEUM GAS	\$2,933.76
<b>AVCOGAS PROPANE SALES &amp; SERVICES</b>						<b>Total Check Amount: \$2,933.76</b>
V29248	BAB STEERING HYDRAULICS INC.	08/03/2018	18365	480515161	REMAN LIFT CYLINDER	\$363.66
		08/03/2018	18365	480515161	VACTOR LIFT CYLINDERS	\$701.11
<b>BAB STEERING HYDRAULICS INC.</b>						<b>Total Check Amount: \$1,064.77</b>
V29249	BEST LAWN MOWER SERVICE	08/03/2018	16230	480515161	2 CYCLE SYNTHETIC OIL	\$519.49
<b>BEST LAWN MOWER SERVICE</b>						<b>Total Check Amount: \$519.49</b>
V29250	BILL'S AUTO UPHOLSTERY	08/03/2018	10510	480515161	958 DRIVER SEAT RPR	\$420.00
<b>BILL'S AUTO UPHOLSTERY</b>						<b>Total Check Amount: \$420.00</b>
V29251	BREA AUTO SERVICE	08/03/2018	12780	480515161	1008 A/C REPAIR	\$1,680.54
		08/03/2018	12780	480515161	27001 A/C REPAIR	\$968.74
		08/03/2018	12780	480515161	29034 A/C REPAIR	\$465.92
<b>BREA AUTO SERVICE</b>						<b>Total Check Amount: \$3,115.20</b>
V29252	BREA DISPOSAL, INC	08/03/2018	3330	440515122	JUNE 2018 RES TONNAGE	\$66,699.04
<b>BREA DISPOSAL, INC</b>						<b>Total Check Amount: \$66,699.04</b>



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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29253	C.WELLS PIPELINE MATERIALS INC	08/03/2018	13055	420515131	CHECK VALVE	\$2,203.49
		08/03/2018	13055	420515131	PLUMBING SUPPLIES	\$2,626.95
<b>C.WELLS PIPELINE MATERIALS INC</b>					<b>Total Check Amount:</b>	<b>\$4,830.44</b>
V29254	CANNINGS ACE HARDWARE	08/03/2018	15828	480515161	CREDIT TO #476395	(\$30.29)
		08/03/2018	15828	480515161	SHOP SUPPLIES	\$53.61
<b>CANNINGS ACE HARDWARE</b>					<b>Total Check Amount:</b>	<b>\$23.32</b>
V29255	CRITERION PICTURES USA, INC.	08/03/2018	26149	110404421	FAMILY FLMS:BOSS BABY	\$325.00
<b>CRITERION PICTURES USA, INC.</b>					<b>Total Check Amount:</b>	<b>\$325.00</b>
V29256	CUMMINS CAL PACIFIC LLC	08/03/2018	10996	480515161	1102 LPG ENGNE REPAIR	\$4,508.06
		08/03/2018	10996	480515161	ENGINE STALLING RPR	\$3,112.02
<b>CUMMINS CAL PACIFIC LLC</b>					<b>Total Check Amount:</b>	<b>\$7,620.08</b>
V29257	DANIELS TIRE SERVICE	08/03/2018	3133	480515161	PW TIRES	\$635.44
<b>DANIELS TIRE SERVICE</b>					<b>Total Check Amount:</b>	<b>\$635.44</b>
V29258	DELTA DENTAL PLAN OF CALIFORNIA	08/03/2018	3411	110	05-04253 DENTAL AUG18	\$17,190.07
<b>DELTA DENTAL PLAN OF CALIFORNIA</b>					<b>Total Check Amount:</b>	<b>\$17,190.07</b>
V29259	E.J. WARD INC	08/03/2018	11309	480515161	FUEL SYS TECH SUPPORT	\$225.00
<b>E.J. WARD INC</b>					<b>Total Check Amount:</b>	<b>\$225.00</b>
V29260	FACTORY MOTOR PARTS COMPANY	08/03/2018	3504	480515161	BRAKE PADS	\$141.40
<b>FACTORY MOTOR PARTS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$141.40</b>
V29261	FLEET SERVICES	08/03/2018	5658	480515161	YA/D KIT, VALVE DRAIN	\$494.35
<b>FLEET SERVICES</b>					<b>Total Check Amount:</b>	<b>\$494.35</b>
V29262	GRAINGER	08/03/2018	13634	480515161	FACESHIELD ASSEMBLY	\$29.75
<b>GRAINGER</b>					<b>Total Check Amount:</b>	<b>\$29.75</b>
V29263	HAAKER EQUIPMENT CO.	08/03/2018	4297	480515161	VACTOR HOSE UNIONS	\$21.31
<b>HAAKER EQUIPMENT CO.</b>					<b>Total Check Amount:</b>	<b>\$21.31</b>
V29264	ROBERT HAEFNER	08/03/2018	14703	110212111	ARREST CTRL TECHNQUES	\$80.00
<b>ROBERT HAEFNER</b>					<b>Total Check Amount:</b>	<b>\$80.00</b>
V29265	HCI SYSTEMS INC	08/03/2018	25112	490515151	ANNL FA/SPRNKLER INSP	\$6,010.00
		08/03/2018	25112	490515151	FA/SPRNKLR/HOOD INSP	\$7,610.00
		08/03/2018	25112	490515151	FRE ALRM TRBLSHT/INSP	\$585.00
<b>HCI SYSTEMS INC</b>					<b>Total Check Amount:</b>	<b>\$14,205.00</b>
V29266	HOFFMAN SOUTHWEST CORP	08/03/2018	16818	430515123	SEWER MANHOLE WORK	\$1,300.00
<b>HOFFMAN SOUTHWEST CORP</b>					<b>Total Check Amount:</b>	<b>\$1,300.00</b>
V29267	JAMES LEE HOWE	08/03/2018	5953	110404145	GOLF CLASSES SUMMER18	\$328.00
<b>JAMES LEE HOWE</b>					<b>Total Check Amount:</b>	<b>\$328.00</b>
V29268	JACKSON'S AUTO SUPPLY	08/03/2018	1143	480515161	AUTO SUPPLIES	\$1,130.90
		08/03/2018	1143	490515151	HVAC BELTS @ CCC	\$263.32
<b>JACKSON'S AUTO SUPPLY</b>					<b>Total Check Amount:</b>	<b>\$1,394.22</b>



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V29269	JACOBSEN WEST	08/03/2018	24302	480	TAX ON DIGGER BLADES	(\$0.98)
		08/03/2018	24302	480515161	DIGGER BLADES	\$1,292.09
<b>JACOBSEN WEST</b>					<b>Total Check Amount:</b>	<b>\$1,291.11</b>
V29270	JOHNSON EQUIPMENT CO.	08/03/2018	10433	480515161	BCWAGON RADIO EQPT	\$799.06
		08/03/2018	10433	480515161	INST BC WAGON ANTENNA	\$130.00
<b>JOHNSON EQUIPMENT CO.</b>					<b>Total Check Amount:</b>	<b>\$929.06</b>
V29271	KIM TURNER, LLC	08/03/2018	27863	110212111	DISP ACTIVE SHTR 10/1	\$160.00
		08/03/2018	27863	110212111	DISP CRSIS COMM 10/15	\$100.00
		08/03/2018	27863	110212111	TRAUMA EXPOSURE/MGT	\$130.00
<b>KIM TURNER, LLC</b>					<b>Total Check Amount:</b>	<b>\$390.00</b>
V29272	LEHR	08/03/2018	26035	480515161	STRIP OLD UNIT 952	\$426.00
		08/03/2018	26035	480515161	UV PUSH BUMPER	\$806.90
<b>LEHR</b>					<b>Total Check Amount:</b>	<b>\$1,232.90</b>
V29273	LINCOLN AQUATICS	08/03/2018	17902	490515151	UNDRWTR PLASTR REPAIR	\$1,469.38
<b>LINCOLN AQUATICS</b>					<b>Total Check Amount:</b>	<b>\$1,469.38</b>
V29274	JASON LOGAN	08/03/2018	19659	110404424	FORFEIT FEES 6/24/18	\$50.00
<b>JASON LOGAN</b>					<b>Total Check Amount:</b>	<b>\$50.00</b>
V29275	MAHARAM	08/03/2018	18350	110404211	BCC HALL WALL FABRIC	\$1,985.79
<b>MAHARAM</b>					<b>Total Check Amount:</b>	<b>\$1,985.79</b>
V29276	MAR-CO EQUIPMENT COMPANY	08/03/2018	20329	480515161	GUTTER BROOM CYLINDER	\$605.91
<b>MAR-CO EQUIPMENT COMPANY</b>					<b>Total Check Amount:</b>	<b>\$605.91</b>
V29277	MTGL, INC.	08/03/2018	26279	510707929	LAGOS DE MORENO FEB18	\$19,048.50
<b>MTGL, INC.</b>					<b>Total Check Amount:</b>	<b>\$19,048.50</b>
V29278	MUNICIPAL WATER DISTRICT	08/03/2018	3784	420515131	WATER DELIVERY JUN18	\$264,680.11
<b>MUNICIPAL WATER DISTRICT</b>					<b>Total Check Amount:</b>	<b>\$264,680.11</b>
V29279	MUNISERVICES, LLC	08/03/2018	10627	110000000	STARS SVC 2017 Q4	\$1,250.00
<b>MUNISERVICES, LLC</b>					<b>Total Check Amount:</b>	<b>\$1,250.00</b>
V29280	NAGASAKI & ASSOCIATES	08/03/2018	17451	510707946	APPRAISAL:TRCKS EXPSN	\$2,000.00
<b>NAGASAKI &amp; ASSOCIATES</b>					<b>Total Check Amount:</b>	<b>\$2,000.00</b>
V29281	ONWARD ENGINEERING	08/03/2018	22106	510707929	LAGOS DE MORENO APR18	\$45,844.00
		08/03/2018	22106	510707929	LDM APR18 TO PO219020	(\$22,917.00)
<b>ONWARD ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$22,927.00</b>
V29282	PARSONS TRANSPORTATION GROUP	08/03/2018	25626	510707251	57/LAMB INT PRTL RETN	\$79,000.00
<b>PARSONS TRANSPORTATION GROUP</b>					<b>Total Check Amount:</b>	<b>\$79,000.00</b>
V29283	RICHARDS, WATSON & GERSHON	08/03/2018	8978	110000000	0001 GEN LGL SVCS MAY	\$437.00
		08/03/2018	8978	110111112	0001 GEN LG SVCS MAY	\$11,034.10
		08/03/2018	8978	110111112	0001 GEN LGL SVCS JUN	\$11,439.06
		08/03/2018	8978	110111112	9999 GEN LGL SVCS JUN	\$12,062.00

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V29283	RICHARDS, WATSON & GERSHON	08/03/2018	8978	110111112	9999 GEN LGL SVCS MAY	\$24,704.00
		08/03/2018	8978	110323214	9999 GEN LGL SVCS JUN	\$627.00
		08/03/2018	8978	280323215	9999 GEN LGL SVCS JUN	\$528.00
		08/03/2018	8978	875141431	0116 REIMB WORK JUN18	\$4,267.50
<b>RICHARDS, WATSON &amp; GERSHON</b>					<b>Total Check Amount:</b>	<b>\$65,098.66</b>
V29284	SC FUELS	08/03/2018	16654	480515161	CLR DIESEL 1099.9 GAL	\$3,584.25
		08/03/2018	16654	480515161	CLR DIESEL 1701 GAL	\$5,499.29
		08/03/2018	16654	480515161	REG ETH 4177 GAL	\$12,629.51
		08/03/2018	16654	480515161	REG ETH 4188 GAL	\$13,101.69
		08/03/2018	16654	480515161	REG ETH 4356.1 GAL	\$13,090.01
<b>SC FUELS</b>					<b>Total Check Amount:</b>	<b>\$47,904.75</b>
V29285	BRANDON SCHMIDT	08/03/2018	26748	110212111	STD FLD SOBRIETY TRNG	\$24.00
<b>BRANDON SCHMIDT</b>					<b>Total Check Amount:</b>	<b>\$24.00</b>
V29286	DONNA SMITH	08/03/2018	26136	110404145	BRIDE/GROOM 1ST DANCE	\$45.00
<b>DONNA SMITH</b>					<b>Total Check Amount:</b>	<b>\$45.00</b>
V29287	SO CALIFORNIA ACADEMY OF MUSIC	08/03/2018	19969	110404214	MUSIC CLASSES SUM2018	\$872.00
<b>SO CALIFORNIA ACADEMY OF MUSIC</b>					<b>Total Check Amount:</b>	<b>\$872.00</b>
V29288	SOUTH COAST EMERGENCY VEHICLE SVC	08/03/2018	18619	480515161	TRCK BUMPER BOLTS/LTS	\$29.02
<b>SOUTH COAST EMERGENCY VEHICLE SVC</b>					<b>Total Check Amount:</b>	<b>\$29.02</b>
V29289	SPORTS FACILITIES GROUP, INC.	08/03/2018	19464	490515151	BACK STOP REPAIRS:BCC	\$1,751.87
<b>SPORTS FACILITIES GROUP, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,751.87</b>
V29290	SWANK MOTION PICTURES, INC.	08/03/2018	10080	110404421	FAMILY FILMS:WONDER	\$435.00
<b>SWANK MOTION PICTURES, INC.</b>					<b>Total Check Amount:</b>	<b>\$435.00</b>
V29291	TECHNICOLOR PRINTING	08/03/2018	24354	110404223	ADULT SPORTS SHIRTS	\$890.02
		08/03/2018	24354	110404223	YOUTH SPORTS SHIRTS	\$714.49
<b>TECHNICOLOR PRINTING</b>					<b>Total Check Amount:</b>	<b>\$1,604.51</b>
V29292	TECHNIGLOVE INTERNATIONAL INC	08/03/2018	17691	110212131	NITRILE GLOVES	\$512.79
<b>TECHNIGLOVE INTERNATIONAL INC</b>					<b>Total Check Amount:</b>	<b>\$512.79</b>
V29293	THOMSON REUTERS - WEST	08/03/2018	22020	110212121	WEST INFO OHARGES JUN	\$361.39
<b>THOMSON REUTERS - WEST</b>					<b>Total Check Amount:</b>	<b>\$361.39</b>
V29294	THYSSENKRUPP ELEVATOR	08/03/2018	10308	490515151	RETRIEVE KEYS/SHAFT	\$231.51
<b>THYSSENKRUPP ELEVATOR</b>					<b>Total Check Amount:</b>	<b>\$231.51</b>
V29295	TRINITY SOUND COMPANY	08/03/2018	11364	110404542	SOUND: 8/8/18 CONCERT	\$830.00
<b>TRINITY SOUND COMPANY</b>					<b>Total Check Amount:</b>	<b>\$830.00</b>
V29296	TURBO DATA SYSTEMS, INC.	08/03/2018	1472	110212122	CITATION PROC JUN18	\$3,201.28
		08/03/2018	1472	110212132	HH LEASE TPM JUN18	\$258.60
<b>TURBO DATA SYSTEMS, INC.</b>					<b>Total Check Amount:</b>	<b>\$3,459.88</b>
V29297	VAVRINEK, TRINE, DAY & CO., LLP	08/03/2018	27146	110141431	6/30/17 SINGLE AUDIT	\$1,400.00

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<b>VAVRINEK, TRINE, DAY &amp; CO., LLP</b>					<b>Total Check Amount:</b>	<b>\$1,400.00</b>
V29298	VENDINI	08/03/2018	24179	110404542	BOX OFFICE PROC FEB18	\$904.26
		08/03/2018	24179	110404542	BOX OFFICE PROC JUN18	\$567.10
<b>VENDINI</b>					<b>Total Check Amount:</b>	<b>\$1,471.36</b>
V29299	VIRTUAL PROJECT MANAGER	08/03/2018	23508	510707310	SYS MGT/BACK UP JUL18	\$100.00
		08/03/2018	23508	510707310	SYS MGT/BACK UP JUN18	\$100.00
		08/03/2018	23508	510707318	SYS MGT/BACK UP JUL18	\$100.00
		08/03/2018	23508	510707318	SYS MGT/BACK UP JUN18	\$100.00
		08/03/2018	23508	510707873	SYS MGT/BACK UP JUL18	\$300.00
		08/03/2018	23508	510707873	SYS MGT/BACK UP JUN18	\$300.00
<b>VIRTUAL PROJECT MANAGER</b>					<b>Total Check Amount:</b>	<b>\$1,000.00</b>
V29300	WILLDAN ENGINEERING	08/03/2018	12445	110000000	BREA IMP CTR 5/25	\$3,630.50
		08/03/2018	12445	110000000	BREA IMP CTR 6/29	\$396.50
		08/03/2018	12445	110515171	CENTRAL/TAMARACK 9/29	\$2,000.00
		08/03/2018	12445	510707310	BREA TAMARACK CM 4/27	\$2,560.00
		08/03/2018	12445	510707310	RECL CHG TO PO-218212	(\$2,000.00)
		08/03/2018	12445	510707704	EMERG MESSAGE SIGNS	\$745.00
<b>WILLDAN ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$7,332.00</b>
V29301	ZUMAR INDUSTRIES, INC.	08/03/2018	3802	510707212	OVERHEAD SIGN REPL	\$624.95
<b>ZUMAR INDUSTRIES, INC.</b>					<b>Total Check Amount:</b>	<b>\$624.95</b>
<b>Voucher Subtotal</b>						<b>\$673,860.73</b>
<b>TOTAL</b>						<b>\$779,210.01</b>

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178574	BREA OFFICE II LLC	08/10/2018	27769	420000000	CLOSED WATER ACCOUNT	\$58.71
<b>BREA OFFICE II LLC</b>					<b>Total Check Amount:</b>	<b>\$58.71</b>
178575	BREA OLINDA UNIFIED SCHOOL DISTRICT	08/10/2018	1970	110404428	AROVISTA PARK 6/19/18	\$72.08
		08/10/2018	1970	110404428	AROVISTA PARK 6/26/18	\$78.39
		08/10/2018	1970	110404428	AROVISTA PARK 7/3/18	\$61.79
		08/10/2018	1970	110404428	BREA PLUNGE 6/18/18	\$145.84
		08/10/2018	1970	110404428	BREA PLUNGE 6/25/18	\$211.23
		08/10/2018	1970	110404428	BREA PLUNGE 7/2/18	\$199.26
		08/10/2018	1970	110404428	CA SCIENCE CENTER 7/5	\$1,149.70
		08/10/2018	1970	110404428	SOAK CITY 6/28/18	\$696.22
<b>BREA OLINDA UNIFIED SCHOOL DISTRICT</b>					<b>Total Check Amount:</b>	<b>\$2,614.51</b>
178576	BROOKE ASTON HARPER	08/10/2018	27864	110	WINE REFRG/CONCESSION	(\$7.75)
		08/10/2018	27864	110404542	WINE REFRG/CONCESSION	\$107.75
<b>BROOKE ASTON HARPER</b>					<b>Total Check Amount:</b>	<b>\$100.00</b>
178578	BUSINESS CARD	08/10/2018	18749	110	BSCARD CSII 072318	(\$8.97)
		08/10/2018	18749	110	BSCARD HR 072318	(\$5.18)
		08/10/2018	18749	110141481	BSCARD HR 072318	\$2,633.06
		08/10/2018	18749	110212111	BSCARD PD 072318	\$257.57
		08/10/2018	18749	110222211	BSCARD FIRE 072318	\$648.83
		08/10/2018	18749	110222223	BSCARD FIRE 072318	\$119.52
		08/10/2018	18749	110222231	BSCARD FIRE 072318	\$55.00
		08/10/2018	18749	110404217	BSCARD CS 072318	\$95.00
		08/10/2018	18749	110404422	BSCARD CSII 072318	\$124.83
		08/10/2018	18749	110404423	BSCARD CSII 072318	\$287.98
		08/10/2018	18749	110404425	BSCARD CS 072318	\$117.24
		08/10/2018	18749	110404428	BSCARD CS 072318	\$9,922.98
		08/10/2018	18749	110404428	BSCARD CSII 072318	\$19.77
		08/10/2018	18749	420515131	BSCARD WATER 072318	\$537.71
		08/10/2018	18749	470	BSCARD HR 072318	(\$15.49)
		08/10/2018	18749	470141483	BSCARD HR 072318	\$215.44
		08/10/2018	18749	950000000	ILJAOC BSCARD JM 0718	\$9.98
		08/10/2018	18749	950000000	ILJAOC BSCARD MJ 0718	\$51.74
<b>BUSINESS CARD</b>					<b>Total Check Amount:</b>	<b>\$15,067.01</b>
178579	VERONICA CABALLERO	08/10/2018	21813	110	DAY CAMP REGN REFUND	\$320.00
<b>VERONICA CABALLERO</b>					<b>Total Check Amount:</b>	<b>\$320.00</b>
178580	CF DANCE ACADEMY	08/10/2018	22920	830	RENTAL DEPOSIT REFUND	\$500.00
<b>CF DANCE ACADEMY</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
178581	CHARLES TAN & ASSOCIATES, INC.	08/10/2018	26706	110000000	STRCTURAL REVIEW 7/23	\$600.00

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<b>CHARLES TAN &amp; ASSOCIATES, INC.</b>					<b>Total Check Amount:</b>	<b>\$600.00</b>
178582	STEVE CHAUNCEY	08/10/2018	27742	110212111	TRAINING TEXTBOOK	\$25.00
<b>STEVE CHAUNCEY</b>					<b>Total Check Amount:</b>	<b>\$25.00</b>
178583	CHICAGO TITLE COMPANY	08/10/2018	24835	280323215	CDBG LOAN ANALYSIS	\$100.00
<b>CHICAGO TITLE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$100.00</b>
178584	NANCY CHIU	08/10/2018	26344	110404541	ART GALLERY CONSGNMNT	\$54.22
<b>NANCY CHIU</b>					<b>Total Check Amount:</b>	<b>\$54.22</b>
178585	CINTAS	08/10/2018	24347	110404211	BCC FRST AID SUPPLIES	\$114.28
		08/10/2018	24347	110404542	THTR FRST AID SUPPLIES	\$76.21
<b>CINTAS</b>					<b>Total Check Amount:</b>	<b>\$190.49</b>
178586	COUNTY OF ORANGE	08/10/2018	4799	110323231	LAFCO COSTS FY 18/19	\$6,314.77
<b>COUNTY OF ORANGE</b>					<b>Total Check Amount:</b>	<b>\$6,314.77</b>
178587	COUNTY OF ORANGE	08/10/2018	4799	110212122	FINGERPRNT ID SYS JUL	\$1,783.00
<b>COUNTY OF ORANGE</b>					<b>Total Check Amount:</b>	<b>\$1,783.00</b>
178588	DELTA DENTAL INSURANCE COMPANY	08/10/2018	26074	110	05R103125 DENTAL AUG	\$2,166.20
<b>DELTA DENTAL INSURANCE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$2,166.20</b>
178589	DMV RENEWAL	08/10/2018	3545	480515161	CM TAHOE REGISTRATION	\$571.00
<b>DMV RENEWAL</b>					<b>Total Check Amount:</b>	<b>\$571.00</b>
178590	SOUTHERN CALIFORNIA EDISON	08/10/2018	3343	110515121	ELECTRICITY	\$3,802.92
		08/10/2018	3343	110515125	ELECTRICITY	\$7,832.40
		08/10/2018	3343	110515141	ELECTRICITY	\$1,494.85
		08/10/2018	3343	110515143	ELECTRICITY	\$748.74
		08/10/2018	3343	110515144	ELECTRICITY	\$1,008.13
		08/10/2018	3343	360515145	ELECTRICITY	\$542.83
		08/10/2018	3343	420515131	ELECTRICITY	\$36,298.46
		08/10/2018	3343	430515123	ELECTRICITY	\$498.37
		08/10/2018	3343	490515151	ELECTRICITY	\$8,850.45
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$61,077.15</b>
178591	EDUTAINMENT ARTS	08/10/2018	20873	110404214	SUMMER18:PROJ RUNWAY	\$1,059.50
<b>EDUTAINMENT ARTS</b>					<b>Total Check Amount:</b>	<b>\$1,059.50</b>
178592	JOESEPH ESPINOSA	08/10/2018	27885	110404542	PARK CONCERT 8/8/18	\$1,150.00
<b>JOESEPH ESPINOSA</b>					<b>Total Check Amount:</b>	<b>\$1,150.00</b>
178593	FRANCHISE TAX BOARD	08/10/2018	13287	110	CD912245780 080318 PR	\$195.19
<b>FRANCHISE TAX BOARD</b>					<b>Total Check Amount:</b>	<b>\$195.19</b>
178594	FRONTIER COMMUNICATIONS	08/10/2018	26183	420515131	562 1821220 7/28-8/27	\$189.51
<b>FRONTIER COMMUNICATIONS</b>					<b>Total Check Amount:</b>	<b>\$189.51</b>
178595	GALVEZ QUALITY AUTO GLASS	08/10/2018	27010	480515161	WNDSHLD RPR:IT EXPLRR	\$255.00
<b>GALVEZ QUALITY AUTO GLASS</b>					<b>Total Check Amount:</b>	<b>\$255.00</b>

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178596	GOLDEN BELL PRODUCTS, INC.	08/10/2018	1411	430515123	LIFT STN DEGREASER	\$1,463.78
GOLDEN BELL PRODUCTS, INC.					Total Check Amount:	\$1,463.78
178597	ANSHUL GUPTA	08/10/2018	27022	420000000	CLOSED WATER ACCOUNT	\$48.71
ANSHUL GUPTA					Total Check Amount:	\$48.71
178598	GARRY L HOBDAY	08/10/2018	25175	110404542	EMCEE:CONC/BREA FEST	\$200.00
GARRY L HOBDAY					Total Check Amount:	\$200.00
178599	INTELLI-TECH	08/10/2018	8774	475141471	NETSCOUT MNT 18/19	\$3,980.00
INTELLI-TECH					Total Check Amount:	\$3,980.00
178600	INTL CODE COUNCIL ORANGE EMP CHAPTR	08/10/2018	15319	110323241	INSPECTOR TRAINING	\$150.00
INTL CODE COUNCIL ORANGE EMP CHAPTR					Total Check Amount:	\$150.00
178601	VAUGHN JARRETT	08/10/2018	24004	110	REG'N FEE REFUND	\$240.00
VAUGHN JARRETT					Total Check Amount:	\$240.00
178602	CHARLES KEELING	08/10/2018	4274	110404541	ART GALLERY CONSGNMNT	\$37.80
CHARLES KEELING					Total Check Amount:	\$37.80
178603	LAW OFFICES OF SCOTT S. LIN, PC	08/10/2018	27888	510707251	APPRAISAL:57/LAMBERT	\$5,000.00
LAW OFFICES OF SCOTT S. LIN, PC					Total Check Amount:	\$5,000.00
178604	LIFE-ASSIST, INC.	08/10/2018	10530	174222222	PARAMEDC SUPPLIES FS1	\$2,943.94
		08/10/2018	10530	174222222	PARAMEDC SUPPLIES FS2	\$411.33
LIFE-ASSIST, INC.					Total Check Amount:	\$3,355.27
178605	LISA HALL & ASSOCIATES INC	08/10/2018	24913	110111161	TRANSL:NOTC OF ELECTN	\$435.00
LISA HALL & ASSOCIATES INC					Total Check Amount:	\$435.00
178606	MARTIN & CHAPMAN CO.	08/10/2018	3533	110111161	NOMINATION PAPERS	\$29.55
MARTIN & CHAPMAN CO.					Total Check Amount:	\$29.55
178607	MEDPOST URGENT CARE - BREA	08/10/2018	27547	110141481	DOT TESTING 5/29/18	\$30.00
		08/10/2018	27547	110141481	TB TESTING	\$15.00
MEDPOST URGENT CARE - BREA					Total Check Amount:	\$45.00
178608	RACHELLE MENDEZ	08/10/2018	27785	110404541	ART GALLERY CONSGNMNT	\$196.00
RACHELLE MENDEZ					Total Check Amount:	\$196.00
178609	MISSION WOOD FINISHING	08/10/2018	11454	490515151	REFINISH OFFICE TABLES	\$410.00
MISSION WOOD FINISHING					Total Check Amount:	\$410.00
178610	MITYLITE INC.	08/10/2018	2444	490515151	CCC TABLES (34)	\$9,751.93
MITYLITE INC.					Total Check Amount:	\$9,751.93
178611	MUSIC THEATRE INTERNATIONAL	08/10/2018	1321	110404542	37818 OLIVER	\$6,287.21
MUSIC THEATRE INTERNATIONAL					Total Check Amount:	\$6,287.21
178612	NDS, LLC	08/10/2018	25312	110141441	PRESORT MAILSVJ JUL18	\$289.06
NDS, LLC					Total Check Amount:	\$289.06
178613	ORANGE CTY CHIEFS' & SHERIFFS' ASSN	08/10/2018	1351	110212111	18/19 MEMBERSHIP DUES	\$250.00
ORANGE CTY CHIEFS' & SHERIFFS' ASSN					Total Check Amount:	\$250.00

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178614	PETTY CASH CUSTODIAN	08/10/2018	15657	110	PCF REPL 7/31/18	\$142.45
<b>PETTY CASH CUSTODIAN</b>					<b>Total Check Amount:</b>	<b>\$142.45</b>
178615	PUENTE HILLS HABITAT	08/10/2018	27884	510707251	CONSULT/PLN/ADM FEE	\$5,000.00
<b>PUENTE HILLS HABITAT</b>					<b>Total Check Amount:</b>	<b>\$5,000.00</b>
178616	RUSS BASSETT CORPORATION	08/10/2018	21511	110212133	CONSOLE MAINTENANCE	\$1,325.00
		08/10/2018	21511	490515151	CONSOLE MAINTENANCE	\$1,325.00
<b>RUSS BASSETT CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$2,650.00</b>
178617	SAN BERNARDINO CTY SHERIFF'S DEPT	08/10/2018	16979	110212111	DISP/ACTV SHOOTR TRNG	\$100.00
<b>SAN BERNARDINO CTY SHERIFF'S DEPT</b>					<b>Total Check Amount:</b>	<b>\$100.00</b>
178618	SESAC	08/10/2018	22950	110404311	18/19 MUSIC LICENSE	\$833.00
<b>SESAC</b>					<b>Total Check Amount:</b>	<b>\$833.00</b>
178619	SO CALIF PUBLIC SAFETY DISPATCHERS	08/10/2018	14086	110212133	FY 18/19 AGENCY FEE	\$50.00
<b>SO CALIF PUBLIC SAFETY DISPATCHERS</b>					<b>Total Check Amount:</b>	<b>\$50.00</b>
178620	SPARKLETTS	08/10/2018	3001	110141441	5GAL WTR BOTTLS JUN18	\$393.60
		08/10/2018	3001	110141441	RENTAL JUN 2018	\$96.64
		08/10/2018	3001	110404542	WTR BOTTLS THTR JUN18	\$15.57
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$505.81</b>
178621	SPARKLETTS	08/10/2018	3001	110111161	072718 COUNCL MTG WTR	\$23.85
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$23.85</b>
178622	SPARKLETTS	08/10/2018	3001	490515151	CCC FOUNTN WTR JUL18	\$12.83
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$12.83</b>
178623	THE STANDARD INSURANCE COMPANY	08/10/2018	15689	110	643015 LIFE INS AUG18	\$4,225.20
<b>THE STANDARD INSURANCE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$4,225.20</b>
178624	THE STANDARD INSURANCE COMPANY	08/10/2018	27270	110	643015 OPT INS AUG18	\$2,019.65
<b>THE STANDARD INSURANCE COMPANY</b>					<b>Total Check Amount:</b>	<b>\$2,019.65</b>
178625	TIME WARNER CABLE	08/10/2018	19304	110111143	CABLE CHGS 8/2-9/1	\$28.78
		08/10/2018	19304	110111151	CABLE CHGS 8/2-9/1	\$57.55
		08/10/2018	19304	110111161	CABLE CHGS 8/2-9/1	\$18.74
		08/10/2018	19304	110141481	CABLE CHGS 8/2-9/1	\$18.74
		08/10/2018	19304	110212111	CABLE CHGS 8/2-9/1	\$360.00
		08/10/2018	19304	110222211	CABLE CHGS 8/2-9/1	\$74.94
		08/10/2018	19304	110323212	CABLE CHGS 8/2-9/1	\$76.23
		08/10/2018	19304	110404211	CABLE 8/2-9/1 40955	\$125.18
		08/10/2018	19304	110404311	CABLE CHGS 8/2-9/1	\$18.71
		08/10/2018	19304	110404521	CABLE 8/2-9/1 15759	\$25.62
		08/10/2018	19304	420515131	CABLE 8/2-9/1 20981	\$113.50
		08/10/2018	19304	420515131	CABLE 8/2-9/1 49861	\$88.91
		08/10/2018	19304	490515151	CABLE CHGS 8/2-9/1	\$18.71
<b>TIME WARNER CABLE</b>					<b>Total Check Amount:</b>	<b>\$1,025.61</b>



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178626	TWYLIGHT PRODUCTIONS	08/10/2018	27817	110141481	DJ:EMPL APPRECIATION	\$100.00
<b>TWYLIGHT PRODUCTIONS</b>					<b>Total Check Amount:</b>	<b>\$100.00</b>
178627	U.S. POSTAL SERVICE	08/10/2018	3284	110111151	BREA LINE SEPT/OCT18	\$3,013.61
<b>U.S. POSTAL SERVICE</b>					<b>Total Check Amount:</b>	<b>\$3,013.61</b>
178628	U.S. POSTAL SERVICE	08/10/2018	3645	420141421	18/19 FEE:PO BOX 2237	\$1,210.00
<b>U.S. POSTAL SERVICE</b>					<b>Total Check Amount:</b>	<b>\$1,210.00</b>
178629	UNITED PARCEL SERVICE	08/10/2018	3174	110141441	SHIPPING CHGS JUN-JUL	\$61.14
		08/10/2018	3174	110141441	SHIPPING CHGS MAY-JUN	\$54.10
<b>UNITED PARCEL SERVICE</b>					<b>Total Check Amount:</b>	<b>\$115.24</b>
178630	VERIZON WIRELESS	08/10/2018	21122	420515131	9811707214 6/27-7/26	\$38.01
<b>VERIZON WIRELESS</b>					<b>Total Check Amount:</b>	<b>\$38.01</b>
178631	VETERINARY PET INS. CO.	08/10/2018	20975	110	4436 PET INS JUL 2018	\$378.12
<b>VETERINARY PET INS. CO.</b>					<b>Total Check Amount:</b>	<b>\$378.12</b>
178632	VOLOGY	08/10/2018	25478	950000000	ILJAOC SW MNT/LICENSE	\$10,046.25
<b>VOLOGY</b>					<b>Total Check Amount:</b>	<b>\$10,046.25</b>
178633	WESTERN STATES HAZARDOUS WASTE PROJ	08/10/2018	27866	410515132	NPDES TRAINING	\$500.00
<b>WESTERN STATES HAZARDOUS WASTE PROJ</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
178634	WIPER CENTRAL USA, INC.	08/10/2018	18126	480515161	WHITE TERRY TOWELS	\$336.64
<b>WIPER CENTRAL USA, INC.</b>					<b>Total Check Amount:</b>	<b>\$336.64</b>
178635	THE WISEGUYS BIG BAND MACHINE	08/10/2018	25726	110404542	PARK CONCERT 8/15/18	\$1,500.00
<b>THE WISEGUYS BIG BAND MACHINE</b>					<b>Total Check Amount:</b>	<b>\$1,500.00</b>
178636	XEROX CORPORATION	08/10/2018	3349	110141441	BOOKLET MAKER STAPLES	\$445.31
<b>XEROX CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$445.31</b>
<b>Check Subtotal</b>						<b>\$160,832.15</b>
V29302	ADMINISTRATIVE & PROF	08/10/2018	3344	110	DED:4010 APEA MEMBR	\$492.00
<b>ADMINISTRATIVE &amp; PROF</b>					<b>Total Check Amount:</b>	<b>\$492.00</b>
V29303	AFLAC-ACCOUNT #EZA73	08/10/2018	22923	110	ACC/CANCER INS JUL18	\$5,553.42
<b>AFLAC-ACCOUNT #EZA73</b>					<b>Total Check Amount:</b>	<b>\$5,553.42</b>
V29304	ALLSTAR FIRE EQUIPMENT	08/10/2018	8353	110222221	HELMETS	\$1,559.46
<b>ALLSTAR FIRE EQUIPMENT</b>					<b>Total Check Amount:</b>	<b>\$1,559.46</b>
V29305	ALTERNATIVE HOSE, INC.	08/10/2018	18488	480515161	HOSE ASSEMBLY/FITNGS	\$104.92
<b>ALTERNATIVE HOSE, INC.</b>					<b>Total Check Amount:</b>	<b>\$104.92</b>
V29306	B & S GRAPHICS INC.	08/10/2018	24357	480515161	PW DECALS	\$177.79
<b>B &amp; S GRAPHICS INC.</b>					<b>Total Check Amount:</b>	<b>\$177.79</b>
V29307	BAB STEERING HYDRAULICS INC.	08/10/2018	18365	480515161	1202 FD TRK BRAKEPADS	\$781.63
<b>BAB STEERING HYDRAULICS INC.</b>					<b>Total Check Amount:</b>	<b>\$781.63</b>
V29308	BEN'S ASPHALT, INC..	08/10/2018	1808	110515127	PARKING LOT REPAIRS	\$13,357.68
<b>BEN'S ASPHALT, INC..</b>					<b>Total Check Amount:</b>	<b>\$13,357.68</b>



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V29309	BEST LAWN MOWER SERVICE	08/10/2018	16230	480515161	MOWER BLDES/SHR BELTS	\$151.40
BEST LAWN MOWER SERVICE					Total Check Amount:	\$151.40
V29310	AMANDA J. BOSSON	08/10/2018	23442	110404214	ALGEBRA CLASSES	\$784.00
AMANDA J. BOSSON					Total Check Amount:	\$784.00
V29311	BPSEA MEMORIAL FOUNDATION	08/10/2018	14990	110	DED:4050 MEMORIAL	\$226.00
BPSEA MEMORIAL FOUNDATION					Total Check Amount:	\$226.00
V29312	BREA CITY EMPLOYEES ASSOCIATION	08/10/2018	3236	110	DED:4005 BCEA MEMBR	\$600.00
BREA CITY EMPLOYEES ASSOCIATION					Total Check Amount:	\$600.00
V29313	BREA FIREFIGHTERS ASSOCIATION	08/10/2018	3237	110	DED:4016 ASSOC MEMB	\$2,517.00
BREA FIREFIGHTERS ASSOCIATION					Total Check Amount:	\$2,517.00
V29314	BREA POLICE ASSOCIATION	08/10/2018	3769	110	DED:4030 BPA REG	\$3,400.00
BREA POLICE ASSOCIATION					Total Check Amount:	\$3,400.00
V29315	BREA POLICE ATHLETIC LEAGUE	08/10/2018	1068	110	DED:5010 B.P.A.L.	\$102.50
BREA POLICE ATHLETIC LEAGUE					Total Check Amount:	\$102.50
V29316	BREA POLICE MANAGEMENT ASSOCIATION	08/10/2018	21189	110	DED:4019 LDF MEMBRS	\$13.00
		08/10/2018	21189	110	DED:4020 PMA MEMBRS	\$227.50
BREA POLICE MANAGEMENT ASSOCIATION					Total Check Amount:	\$240.50
V29317	BROWNSTEIN HYATT FARBER SCHRECK LLP	08/10/2018	26566	420141421	PROF SVCS THRU MAY18	\$443.31
BROWNSTEIN HYATT FARBER SCHRECK LLP					Total Check Amount:	\$443.31
V29318	CALIFORNIA DOMESTIC WATER CO	08/10/2018	3388	420515131	WTR CONSUMPTION JUL18	\$380,129.42
CALIFORNIA DOMESTIC WATER CO					Total Check Amount:	\$380,129.42
V29319	CALIFORNIA RETROFIT, INC	08/10/2018	4447	110515125	EPA DISPOSAL	\$170.67
CALIFORNIA RETROFIT, INC					Total Check Amount:	\$170.67
V29320	CIGNA BEHAVIORAL HEALTH, INC.	08/10/2018	26628	110141481	EAP SERVICES AUG 2018	\$1,108.96
CIGNA BEHAVIORAL HEALTH, INC.					Total Check Amount:	\$1,108.96
V29321	CINTAS CORPORATION #640	08/10/2018	25884	110212131	UNIFORM SVCS JUL 2018	\$80.04
		08/10/2018	25884	110515121	UNIFORM SVCS JUL 2018	\$34.88
		08/10/2018	25884	110515125	UNIFORM SVCS JUL 2018	\$55.48
		08/10/2018	25884	110515141	UNIFORM SVCS JUL 2018	\$168.72
		08/10/2018	25884	110515143	UNIFORM SVCS JUL 2018	\$24.88
		08/10/2018	25884	110515144	UNIFORM SVCS JUL 2018	\$109.04
		08/10/2018	25884	420515131	UNIFORM SVCS JUL 2018	\$154.04
		08/10/2018	25884	430515123	UNIFORM SVCS JUL 2018	\$68.32
		08/10/2018	25884	440515126	UNIFORM SVCS JUL 2018	\$20.00
		08/10/2018	25884	480515161	UNIFORM SVCS JUL 2018	\$265.93
		08/10/2018	25884	490515151	UNIFORM SVCS JUL 2018	\$377.72
CINTAS CORPORATION #640					Total Check Amount:	\$1,359.05
V29322	CLIMATEC LLC	08/10/2018	23618	490515151	ALERTON REPAIR @ CCC	\$1,602.20

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<b>CLIMATEC LLC</b>					<b>Total Check Amount:</b>	<b>\$1,602.20</b>
V29323	COLONIAL LIFE PROCESSING CENTER	08/10/2018	26071	110	E4504064 CRIT ILL JUL	\$179.38
		08/10/2018	26071	110	E4504064 ST DISAB JUL	\$1,223.42
<b>COLONIAL LIFE PROCESSING CENTER</b>					<b>Total Check Amount:</b>	<b>\$1,402.80</b>
V29324	BRANDON CROSS	08/10/2018	27883	110212111	RADAR/LASER OPER TRNG	\$32.00
		08/10/2018	27883	110212111	TRAINING MILEAGE/EXP	\$67.13
<b>BRANDON CROSS</b>					<b>Total Check Amount:</b>	<b>\$99.13</b>
V29325	CSG CONSULTANTS	08/10/2018	25540	110000000	SILVERADO PLN RVW JUN	\$1,190.00
		08/10/2018	25540	110000000	SILVERADO PLN RVW MAY	\$170.00
		08/10/2018	25540	110323241	BLDG PLN SVCS APR-MAY	\$5,335.00
<b>CSG CONSULTANTS</b>					<b>Total Check Amount:</b>	<b>\$6,695.00</b>
V29326	DE LAGE LANDEN FINANCIAL SERVICES	08/10/2018	23311	110141441	PROP TAX DISPATCH	\$36.45
		08/10/2018	23311	110141441	PROP TAX FS1	\$17.53
		08/10/2018	23311	110141441	PROP TAX FS2	\$38.56
		08/10/2018	23311	110141441	PROP TAX FS4	\$17.56
		08/10/2018	23311	110141441	PROP TAX SR CTR	\$36.45
		08/10/2018	23311	110141441	PROPTAX SHARPMXB402SC	\$26.87
<b>DE LAGE LANDEN FINANCIAL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$173.42</b>
V29327	DF POLYGRAPH	08/10/2018	22010	110141481	POLYGRAPH EXAMS JUL18	\$525.00
<b>DF POLYGRAPH</b>					<b>Total Check Amount:</b>	<b>\$525.00</b>
V29328	EVAN D'HUART	08/10/2018	25826	110212111	GANG INV ASSOC CONF	\$32.00
<b>EVAN D'HUART</b>					<b>Total Check Amount:</b>	<b>\$32.00</b>
V29329	AMANDA DIAZ DBA PANACHE	08/10/2018	27402	110404541	ART GALLERY CONSGNMNT	\$312.56
<b>AMANDA DIAZ DBA PANACHE</b>					<b>Total Check Amount:</b>	<b>\$312.56</b>
V29330	DUALGRAPHICS	08/10/2018	14494	110404542	18/19 THTR BROCHURE	\$1,993.38
<b>DUALGRAPHICS</b>					<b>Total Check Amount:</b>	<b>\$1,993.38</b>
V29331	EEC ENVIRONMENTAL	08/10/2018	25778	110515111	PROF SVCS 5/26-6/29	\$1,006.25
<b>EEC ENVIRONMENTAL</b>					<b>Total Check Amount:</b>	<b>\$1,006.25</b>
V29332	EMERSON BRAN MANAGEMENT	08/10/2018	25725	110404542	L. CRUZ BELTRAN 8/11	\$2,000.00
<b>EMERSON BRAN MANAGEMENT</b>					<b>Total Check Amount:</b>	<b>\$2,000.00</b>
V29333	EQUIPMENT DIRECT INC	08/10/2018	4522	420515131	SAFETY VEST	\$29.24
<b>EQUIPMENT DIRECT INC</b>					<b>Total Check Amount:</b>	<b>\$29.24</b>
V29334	ERIN VAUGHAN ILLUSTRATION	08/10/2018	26610	110404541	ART GALLERY CONSGNMNT	\$102.97
<b>ERIN VAUGHAN ILLUSTRATION</b>					<b>Total Check Amount:</b>	<b>\$102.97</b>
V29335	CYNTHIA ESTRADA-HAEBE	08/10/2018	21970	110212121	CRIME ANALYSTS CONF	\$40.00
<b>CYNTHIA ESTRADA-HAEBE</b>					<b>Total Check Amount:</b>	<b>\$40.00</b>
V29336	GAIL EVERTSEN	08/10/2018	10141	110212111	TRAINING EXP REIMB	\$45.00

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<b>GAIL EVERTSEN</b>					<b>Total Check Amount:</b>	<b>\$45.00</b>
V29337	FIDELITY SECURITY LIFE INSURANCE	08/10/2018	23035	110	9827288 RETRO JUL18	(\$17.72)
		08/10/2018	23035	110	9827288 RETRO JUN18	(\$0.97)
		08/10/2018	23035	110	9827288 RETRO MAY18	(\$0.97)
		08/10/2018	23035	110	9827288 VISION AUG18	\$2,556.95
<b>FIDELITY SECURITY LIFE INSURANCE</b>					<b>Total Check Amount:</b>	<b>\$2,537.29</b>
V29338	FUN WITH HORSES	08/10/2018	15171	110404145	HORSE FUN CLASSES	\$616.00
<b>FUN WITH HORSES</b>					<b>Total Check Amount:</b>	<b>\$616.00</b>
V29339	FUSCOE ENGINEERING, INC.	08/10/2018	18052	110000000	MERCURY WQMP JUN18	\$444.00
		08/10/2018	18052	410515132	NPDES TECH SVCS JUN	\$192.00
		08/10/2018	18052	410515132	STORM WTR MGT JUN18	\$633.00
<b>FUSCOE ENGINEERING, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,269.00</b>
V29340	JESSE GARDUNA	08/10/2018	16006	110212111	TRAINING MILEAGE/PRKG	\$25.56
<b>JESSE GARDUNA</b>					<b>Total Check Amount:</b>	<b>\$25.56</b>
V29341	GENERAL PUMP COMPANY	08/10/2018	16281	420515131	PLUMBING SUPPLIES	\$1,089.14
<b>GENERAL PUMP COMPANY</b>					<b>Total Check Amount:</b>	<b>\$1,089.14</b>
V29342	GEORGE HILLS COMPANY	08/10/2018	27340	470141483	FLAT FEE THRU 073118	\$500.00
		08/10/2018	27340	470141483	FLAT FEE THRU APR18	\$500.00
		08/10/2018	27340	470141483	INDEX BUREAU FEE DEC	\$10.00
<b>GEORGE HILLS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$1,010.00</b>
V29343	GIBSON TRANSPORTATION CONSULTING	08/10/2018	22903	110000000	BREA-IMP PRKG APR-JUN	\$2,215.00
		08/10/2018	22903	110000000	BREA-IMP PRKG JAN-MAR	\$4,701.25
		08/10/2018	22903	110000000	BREA-IMP PRKG NOV-DEC	\$1,207.50
<b>GIBSON TRANSPORTATION CONSULTING</b>					<b>Total Check Amount:</b>	<b>\$8,123.75</b>
V29344	DON GOLDEN	08/10/2018	10729	110000000	INSP SVCS 7/19-8/1	\$7,332.82
		08/10/2018	10729	110323242	INSP SVCS 7/19-8/1	\$406.51
<b>DON GOLDEN</b>					<b>Total Check Amount:</b>	<b>\$7,739.33</b>
V29345	GRAINGER	08/10/2018	13634	110222211	BATTERIES	\$466.64
<b>GRAINGER</b>					<b>Total Check Amount:</b>	<b>\$466.64</b>
V29346	TERRANCE GREEN	08/10/2018	12103	110212111	TRAINING MILEAGE	\$47.58
		08/10/2018	12103	110212111	TRAINING MLG/MEALS	\$26.57
<b>TERRANCE GREEN</b>					<b>Total Check Amount:</b>	<b>\$74.15</b>
V29347	ROBERT HAEFNER	08/10/2018	14703	110212111	TRAINING MILEAGE	\$50.90
		08/10/2018	14703	110212111	TRAINING MILEAGE/EXP	\$67.13
<b>ROBERT HAEFNER</b>					<b>Total Check Amount:</b>	<b>\$118.03</b>
V29348	SANDRA HALL	08/10/2018	1540	110212133	JULY 2018 MILEAGE	\$24.96
<b>SANDRA HALL</b>					<b>Total Check Amount:</b>	<b>\$24.96</b>
V29349	GABRIEL HANNAH	08/10/2018	17533	110	17/18 FORFEITURE FEES	\$120.00
<b>GABRIEL HANNAH</b>					<b>Total Check Amount:</b>	<b>\$120.00</b>

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29350	HONDO COMPANY INC.	08/10/2018	22751	510707873	TRKS S1/2/4/5/6 FINAL	\$10,510.00
<b>HONDO COMPANY INC.</b>					<b>Total Check Amount:</b>	<b>\$10,510.00</b>
V29351	JOSHUA HORN	08/10/2018	27741	110212111	TRAINING MILEAGE/EXP	\$61.13
<b>JOSHUA HORN</b>					<b>Total Check Amount:</b>	<b>\$61.13</b>
V29352	JAMES LEE HOWE	08/10/2018	5953	110404145	JUNIOR GOLF CAMP	\$366.00
<b>JAMES LEE HOWE</b>					<b>Total Check Amount:</b>	<b>\$366.00</b>
V29353	JEREME HSU	08/10/2018	20448	110212111	TRAINING MILEAGE	\$27.20
		08/10/2018	20448	110212111	TRAINING MILEAGE/PRKG	\$25.56
<b>JEREME HSU</b>					<b>Total Check Amount:</b>	<b>\$52.76</b>
V29354	INFOSEND, INC.	08/10/2018	19016	110404215	INSERT:SUMMER FITNESS	\$55.28
		08/10/2018	19016	110404421	INSERT:SUMMER SCHED	\$110.57
		08/10/2018	19016	110404521	INSERT:SR CTR CLASSES	\$55.09
		08/10/2018	19016	440141421	INSRT:REFUSE RATE ADJ	\$55.29
<b>INFOSEND, INC.</b>					<b>Total Check Amount:</b>	<b>\$276.23</b>
V29355	IPARQ	08/10/2018	21583	110323241	PERMIT FEES JUN 2018	\$747.22
<b>IPARQ</b>					<b>Total Check Amount:</b>	<b>\$747.22</b>
V29356	DARYL JOHNSON	08/10/2018	1357	110212111	TRAINING MILEAGE	\$27.20
<b>DARYL JOHNSON</b>					<b>Total Check Amount:</b>	<b>\$27.20</b>
V29357	KELLY PAPER	08/10/2018	7039	110141441	SUPPLIES	\$68.64
<b>KELLY PAPER</b>					<b>Total Check Amount:</b>	<b>\$68.64</b>
V29358	KERNTEC INDUSTRIES, INC.	08/10/2018	17490	110000000	METHANE CONSULT	\$1,612.50
<b>KERNTEC INDUSTRIES, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,612.50</b>
V29359	MEREDITH K LASKOW	08/10/2018	5178	110404541	ART GALLERY CONSGNMNT	\$35.00
<b>MEREDITH K LASKOW</b>					<b>Total Check Amount:</b>	<b>\$35.00</b>
V29360	LIEBERT CASSIDY WHITMORE	08/10/2018	2489	110141481	PROF SVCS THRU 4/30	\$168.00
<b>LIEBERT CASSIDY WHITMORE</b>					<b>Total Check Amount:</b>	<b>\$168.00</b>
V29361	LINCOLN AQUATICS	08/10/2018	17902	110404422	BULK CHLORINE @ POOL	\$489.99
<b>LINCOLN AQUATICS</b>					<b>Total Check Amount:</b>	<b>\$489.99</b>
V29362	LINEGEAR	08/10/2018	23894	110222221	GEAR BAGS	\$767.18
		08/10/2018	23894	110222221	HOSE CLAMPS	\$1,254.21
<b>LINEGEAR</b>					<b>Total Check Amount:</b>	<b>\$2,021.39</b>
V29363	JASON LOGAN	08/10/2018	19659	110	17/18 FORFEITURE FEES	\$350.00
<b>JASON LOGAN</b>					<b>Total Check Amount:</b>	<b>\$350.00</b>
V29364	ELIZABETH LUSK	08/10/2018	16911	110212133	JULY 2018 MILEAGE	\$10.79
<b>ELIZABETH LUSK</b>					<b>Total Check Amount:</b>	<b>\$10.79</b>
V29365	MAD SCIENCE	08/10/2018	5399	110404214	ROCKN ROCKT SCIENTSTS	\$570.50
<b>MAD SCIENCE</b>					<b>Total Check Amount:</b>	<b>\$570.50</b>
V29366	MAR-CO EQUIPMENT COMPANY	08/10/2018	20329	480515161	SWEEPR HEAD SKIDPLATE	\$699.25
<b>MAR-CO EQUIPMENT COMPANY</b>					<b>Total Check Amount:</b>	<b>\$699.25</b>

## City Check Register for: Aug 10, 2018

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V29367	RYAN MCDUFFY	08/10/2018	25627	110212111	GANG INV ASSOC CONF	\$32.00
<b>RYAN MCDUFFY</b>					<b>Total Check Amount:</b>	<b>\$32.00</b>
V29368	DAWN MENDELSON	08/10/2018	16701	110404541	GARDEN SPHERES WKSHP	\$360.00
<b>DAWN MENDELSON</b>					<b>Total Check Amount:</b>	<b>\$360.00</b>
V29369	MTGL, INC.	08/10/2018	26279	510707929	LAGOS DE MORENO MAR18	\$20,272.00
<b>MTGL, INC.</b>					<b>Total Check Amount:</b>	<b>\$20,272.00</b>
V29370	NINYO & MOORE	08/10/2018	22134	510707873	TRCKS S2 CONSULT 6/29	\$491.18
		08/10/2018	22134	510707873	TRCKS S4 CONSULT 6/29	\$233.00
<b>NINYO &amp; MOORE</b>					<b>Total Check Amount:</b>	<b>\$724.18</b>
V29371	MIGUEL OJEDA	08/10/2018	25161	110212111	GANG INV ASSOC CONF	\$32.00
<b>MIGUEL OJEDA</b>					<b>Total Check Amount:</b>	<b>\$32.00</b>
V29372	ONWARD ENGINEERING	08/10/2018	22106	110515171	CONST. INSPECTION	\$7,612.50
		08/10/2018	22106	110515171	MISC PW PERMITS MAY18	\$5,872.50
		08/10/2018	22106	510707312	CONST. INSPECTION	\$304.50
		08/10/2018	22106	510707312	SLURRY:PNT/BERRY MAY	\$696.00
		08/10/2018	22106	510707903	235 S ORANGE MAY 2018	\$87.00
		08/10/2018	22106	510707929	CONST. INSPECTION	\$29,721.00
		08/10/2018	22106	510707929	LAGOS DE MORENO MAY18	\$32,099.50
<b>ONWARD ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$76,393.00</b>
V29373	ORANGE COUNTY UNITED WAY	08/10/2018	3451	110	DED:5005 UNITED WAY	\$17.40
<b>ORANGE COUNTY UNITED WAY</b>					<b>Total Check Amount:</b>	<b>\$17.40</b>
V29374	SHAUN OSHANN	08/10/2018	25949	460141474	JULY 2018 MILEAGE	\$555.46
<b>SHAUN OSHANN</b>					<b>Total Check Amount:</b>	<b>\$555.46</b>
V29375	PACIFIC TELEMAGEMENT SERVICES	08/10/2018	19696	475141471	7147920398 AUG 2018	\$75.00
<b>PACIFIC TELEMAGEMENT SERVICES</b>					<b>Total Check Amount:</b>	<b>\$75.00</b>
V29376	PARACLETE FIRE AND SAFETY, INC.	08/10/2018	17760	110515125	PLEXIGLASS:PS2FIREBOX	\$203.65
		08/10/2018	17760	110515125	PS1 FIRE EXT SVC 6/26	\$63.71
		08/10/2018	17760	110515125	RECHARGE PS2 FIRE EXT	\$630.65
		08/10/2018	17760	110515125	RECHRG YARD FIRE EXT	\$727.31
<b>PARACLETE FIRE AND SAFETY, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,625.32</b>
V29377	PETROLEUM MARKETING EQUIPMENT	08/10/2018	9282	480515161	FUEL DISP BREAKAWAY	\$58.55
<b>PETROLEUM MARKETING EQUIPMENT</b>					<b>Total Check Amount:</b>	<b>\$58.55</b>
V29378	READWRITE EDUCATIONAL, INC.	08/10/2018	3444	110404145	MATH/READING CLASSES	\$255.00
		08/10/2018	3444	110404145	STUDY/TEST SKILLS	\$213.50
<b>READWRITE EDUCATIONAL, INC.</b>					<b>Total Check Amount:</b>	<b>\$468.50</b>
V29379	RICHARDS, WATSON & GERSHON	08/10/2018	8978	510707251	171 OLEN POINTE JUN18	\$880.00
		08/10/2018	8978	510707251	171 OLEN POINTE MAY18	\$66.00
		08/10/2018	8978	510707251	172 KING Y CHAI JUN18	\$513.66

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V29379	RICHARDS, WATSON & GERSHON	08/10/2018	8978	510707251	172 KING Y CHAI MAY18	\$214.50
<b>RICHARDS, WATSON &amp; GERSHON</b>					<b>Total Check Amount:</b>	<b>\$1,674.16</b>
V29380	MONICA RINCON	08/10/2018	27401	110404541	ART GALLERY CONSGNMNT	\$106.31
<b>MONICA RINCON</b>					<b>Total Check Amount:</b>	<b>\$106.31</b>
V29381	ROTH STAFFING COMPANIES LP	08/10/2018	27579	110141431	TEMP STAFF 7/16-7/22	\$474.68
		08/10/2018	27579	110141431	TEMP STAFF 7/9-7/15	\$868.00
		08/10/2018	27579	420141431	TEMP STAFF 7/16-7/22	\$142.41
		08/10/2018	27579	420141431	TEMP STAFF 7/9-7/15	\$260.40
		08/10/2018	27579	430141431	TEMP STAFF 7/16-7/22	\$142.41
		08/10/2018	27579	430141431	TEMP STAFF 7/9-7/15	\$260.40
		08/10/2018	27579	630141432	TEMP STAFF 7/16-7/22	\$189.88
		08/10/2018	27579	630141432	TEMP STAFF 7/9-7/15	\$347.20
<b>ROTH STAFFING COMPANIES LP</b>					<b>Total Check Amount:</b>	<b>\$2,685.38</b>
V29382	BRANDON SCHMIDT	08/10/2018	26748	110212111	TRAINING MILEAGE/PRKG	\$25.56
<b>BRANDON SCHMIDT</b>					<b>Total Check Amount:</b>	<b>\$25.56</b>
V29383	PAMELA SCHMIDT	08/10/2018	12209	110404145	HYPNOSIS CLASS	\$76.50
<b>PAMELA SCHMIDT</b>					<b>Total Check Amount:</b>	<b>\$76.50</b>
V29384	SHARPER IMAGE COLLISION	08/10/2018	24443	480515161	965 ACCIDENT REPAIR	\$1,458.58
<b>SHARPER IMAGE COLLISION</b>					<b>Total Check Amount:</b>	<b>\$1,458.58</b>
V29385	MARTIN SIMONOFF	08/10/2018	2750	110111111	TRAVEL REIMBURSEMENT	\$52.88
<b>MARTIN SIMONOFF</b>					<b>Total Check Amount:</b>	<b>\$52.88</b>
V29386	SMART & FINAL	08/10/2018	3269	110404428	DAY CAMP BBQ SUPPLIES	\$95.33
		08/10/2018	3269	110404428	DUPL PAYT:MC/V29220	(\$19.77)
<b>SMART &amp; FINAL</b>					<b>Total Check Amount:</b>	<b>\$75.56</b>
V29387	AIMEE SONES	08/10/2018	24801	110404541	ART GALLERY CONSGNMNT	\$128.80
<b>AIMEE SONES</b>					<b>Total Check Amount:</b>	<b>\$128.80</b>
V29388	SOUTH COAST EMERGENCY VEHICLE SVC	08/10/2018	18619	480515161	1201 MIRROR COVER	\$82.89
		08/10/2018	18619	480515161	MANUAL PUMP SHIFT TEE	\$25.88
<b>SOUTH COAST EMERGENCY VEHICLE SVC</b>					<b>Total Check Amount:</b>	<b>\$108.77</b>
V29389	SPORTS FACILITIES GROUP, INC.	08/10/2018	19464	490515151	SVC:BCKSTP/BLCHRS/DIV	\$3,850.00
<b>SPORTS FACILITIES GROUP, INC.</b>					<b>Total Check Amount:</b>	<b>\$3,850.00</b>
V29390	STAGELIGHT FAMILY PRODUCTIONS	08/10/2018	7825	110404542	BYT:PETER PAN 2018 #4	\$13,437.94
<b>STAGELIGHT FAMILY PRODUCTIONS</b>					<b>Total Check Amount:</b>	<b>\$13,437.94</b>
V29391	STAGELIGHT PERFORMING ARTS	08/10/2018	25172	110404145	MUSICAL THEATRE CAMP	\$592.00
<b>STAGELIGHT PERFORMING ARTS</b>					<b>Total Check Amount:</b>	<b>\$592.00</b>
V29392	STEVEN ENTERPRISES, INC.	08/10/2018	26543	110323212	PLOTTER MNT 7/18-7/20	\$583.00
		08/10/2018	26543	110515171	PLOTTER MNT 7/18-7/20	\$583.00
		08/10/2018	26543	475141471	PLOTTER MNT 7/18-7/20	\$583.00

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STEVEN ENTERPRISES, INC.					Total Check Amount:	\$1,749.00
V29393	SUN BADGE CO.	08/10/2018	2293	110222221	BELT BUCKLES (10)	\$324.78
SUN BADGE CO.					Total Check Amount:	\$324.78
V29394	SUPERCO SPECIALTY PRODUCTS	08/10/2018	16084	490515151	DRAIN OPENER	\$321.49
SUPERCO SPECIALTY PRODUCTS					Total Check Amount:	\$321.49
V29395	SUPERIOR ALARM SYSTEMS	08/10/2018	11074	110404211	BCC ALARM JUL-SEPT18	\$210.00
SUPERIOR ALARM SYSTEMS					Total Check Amount:	\$210.00
V29396	JACKIE TEMPLIN	08/10/2018	24802	110404541	ART GALLERY CONSGNMNT	\$61.60
JACKIE TEMPLIN					Total Check Amount:	\$61.60
V29397	STEVEN THOMPSON	08/10/2018	6852	110212111	GANG INV ASSOC CONF	\$32.00
STEVEN THOMPSON					Total Check Amount:	\$32.00
V29398	TOTAL ADMINISTRATIVE SERVICE CORP.	08/10/2018	26017	110	DED:808B FSA DEPCAR	\$2,125.48
		08/10/2018	26017	110	DED:808C FSA UR MED	\$4,639.53
TOTAL ADMINISTRATIVE SERVICE CORP.					Total Check Amount:	\$6,765.01
V29399	TRANS UNION LLC	08/10/2018	8371	110141481	HR SVCS 5/26-6/25/18	\$68.66
TRANS UNION LLC					Total Check Amount:	\$68.66
V29400	TRINITY SOUND COMPANY	08/10/2018	11364	110404542	SOUND:8/15 CONCERT	\$830.00
TRINITY SOUND COMPANY					Total Check Amount:	\$830.00
V29401	UNITED PUMPING SERVICE, INC.	08/10/2018	16388	430515123	AROVSTA SWR LN CLN UP	\$1,170.00
UNITED PUMPING SERVICE, INC.					Total Check Amount:	\$1,170.00
V29402	UNITED ROTARY BRUSH CORPORATION	08/10/2018	16649	480515161	SWEeper BROOMS (2)	\$235.69
		08/10/2018	16649	480515161	SWEeper BROOMS (3)	\$353.54
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$589.23
V29403	US METRO GROUP, INC.	08/10/2018	24814	110515125	JANITORIAL:CAR SHOW	\$375.00
US METRO GROUP, INC.					Total Check Amount:	\$375.00
V29404	VALLEY POWER SYSTEMS, INC.	08/10/2018	16506	480515161	SCREWS/SEALS	\$246.12
VALLEY POWER SYSTEMS, INC.					Total Check Amount:	\$246.12
V29405	VALVERDE CONSTRUCTION, INC.	08/10/2018	14201	430515123	BERRYST SWR MNHLE RPR	\$4,850.00
VALVERDE CONSTRUCTION, INC.					Total Check Amount:	\$4,850.00
V29406	STEVEN VARGAS	08/10/2018	21942	110111111	TRAVEL REIMBURSEMENT	\$66.93
STEVEN VARGAS					Total Check Amount:	\$66.93
V29407	VENDINI	08/10/2018	24179	110404542	BOX OFFICE PROC JUL18	\$2,117.76
VENDINI					Total Check Amount:	\$2,117.76
V29408	LINDA WATSON	08/10/2018	11871	110404521	YOGA SR CTR 6/26/18	\$25.00
		08/10/2018	11871	110404521	YOGA SR CTR 7/3/18	\$25.00
LINDA WATSON					Total Check Amount:	\$50.00
V29409	WEBBY DANCE COMPANY	08/10/2018	25323	110404214	TUMBLING CLASSES	\$112.00
WEBBY DANCE COMPANY					Total Check Amount:	\$112.00



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V29410	RICHARD WILDMAN	08/10/2018	26129	110212111	GANG INV ASSOC CONF	\$32.00
<b>RICHARD WILDMAN</b>					<b>Total Check Amount:</b>	<b>\$32.00</b>
V29411	WILLDAN ENGINEERING	08/10/2018	12445	110515171	CITY TFC ENG'G 3/30	\$638.75
		08/10/2018	12445	110515171	CITY TFC ENG'G 4/27	\$9,082.80
		08/10/2018	12445	110515171	CITY TFC ENG'G 6/29	\$2,774.00
		08/10/2018	12445	110515171	TFC ENG:57/LMBRT 3/30	\$2,066.07
		08/10/2018	12445	110515171	TFC ENG:57/LMBRT 4/27	\$2,018.40
		08/10/2018	12445	110515171	TFC ENG:BLKSTONE 6/29	\$12,800.00
		08/10/2018	12445	110515171	TFC ENG:CVS 4/27/18	\$40.00
		08/10/2018	12445	110515171	TFC ENG'G:TRACKS 6/29	\$118.00
		08/10/2018	12445	510515171	CITY TFC ENG'G 4/27	\$1,357.20
		08/10/2018	12445	510515171	TFC ENG:57/LMBRT 4/27	\$301.60
		08/10/2018	12445	510515171	TFC ENG:IMP HWY 6/29	\$320.00
		08/10/2018	12445	510515171	TFC ENG'G:HINES 6/29	\$800.00
		08/10/2018	12445	510707251	LMBRT/KRMR REHAB 9/29	\$177.00
		08/10/2018	12445	510707310	CENTRAL/TAMARACK 3/30	\$640.00
		08/10/2018	12445	510707318	LMBRT/KRMR REHAB 3/30	\$1,534.50
		08/10/2018	12445	510707318	LMBRT/KRMR REHAB RECL	(\$177.00)
<b>WILLDAN ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$34,491.32</b>
V29412	WILLDAN FINANCIAL SERVICES	08/10/2018	23058	890141431	NOTICE OF OCCURENCE	\$250.00
<b>WILLDAN FINANCIAL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$250.00</b>
V29413	CHRISTOPHER WINGER	08/10/2018	26711	110212111	TRAINING MLG/MEALS	\$26.57
<b>CHRISTOPHER WINGER</b>					<b>Total Check Amount:</b>	<b>\$26.57</b>
V29414	SUNG YANG	08/10/2018	18036	110404145	KIDS TAE KWON DO	\$357.00
<b>SUNG YANG</b>					<b>Total Check Amount:</b>	<b>\$357.00</b>
V29415	YOUNG REMBRANDTS	08/10/2018	15831	110404214	CARTOON DRAWING CLASS	\$168.00
<b>YOUNG REMBRANDTS</b>					<b>Total Check Amount:</b>	<b>\$168.00</b>
<b>Voucher Subtotal</b>						<b>\$650,749.43</b>

**TOTAL \$811,581.58**



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178637	ASBURY ENVIRONMENTAL SERVICES	08/17/2018	9144	480515161	USED OIL DISPOSAL	\$39.00
ASBURY ENVIRONMENTAL SERVICES					Total Check Amount:	\$39.00
178638	MICHAEL BARNEY	08/17/2018	27889	110000000	POLICE RPT REQ REFUND	\$3.00
MICHAEL BARNEY					Total Check Amount:	\$3.00
178639	VANESSA BEYERS	08/17/2018	27819	110	RENTAL DEPOSIT REFUND	\$1,000.00
VANESSA BEYERS					Total Check Amount:	\$1,000.00
178640	BREA AUTO ELECTRIC	08/17/2018	15806	480515161	SHUTTLE A/C FAN RPR	\$208.97
BREA AUTO ELECTRIC					Total Check Amount:	\$208.97
178641	BREA OLINDA UNIFIED SCHOOL DISTRICT	08/17/2018	1970	110404428	AROVISTA PARK 7/17/18	\$90.36
		08/17/2018	1970	110404428	BREA PLUNGE 7/16/18	\$148.16
		08/17/2018	1970	110404428	BREA PLUNGE 7/23/18	\$136.19
BREA OLINDA UNIFIED SCHOOL DISTRICT					Total Check Amount:	\$374.71
178642	CASUAL ENCOUNTERS KARAOKE	08/17/2018	27902	110404544	2018 BREAFAST KARAOKE	\$1,800.00
CASUAL ENCOUNTERS KARAOKE					Total Check Amount:	\$1,800.00
178643	WINSTON CHANG	08/17/2018	27901	420000000	CLOSED WATER ACCOUNT	\$28.96
WINSTON CHANG					Total Check Amount:	\$28.96
178644	CHARLES TAN & ASSOCIATES, INC.	08/17/2018	26706	110000000	PROF SVCS THRU 7/23	\$600.00
CHARLES TAN & ASSOCIATES, INC.					Total Check Amount:	\$600.00
178645	CINTAS	08/17/2018	24347	110404542	THTR FRSTADID SUPPLIES	\$70.77
CINTAS					Total Check Amount:	\$70.77
178646	CITY OF BREA - WATER DEPT	08/17/2018	2039	341515112	WATER 6/7-7/9 2018	\$1,751.29
		08/17/2018	2039	343515112	WATER 6/7-7/9 2018	\$1,326.83
		08/17/2018	2039	345515112	WATER 6/7-7/9 2018	\$3,025.01
		08/17/2018	2039	346515112	WATER 6/7-7/9 2018	\$7,687.30
		08/17/2018	2039	347515112	WATER 6/7-7/9 2018	\$700.82
		08/17/2018	2039	880515113	WATER 6/7-7/9 2018	\$45.76
CITY OF BREA - WATER DEPT					Total Check Amount:	\$14,537.01
178647	COUNTY OF ORANGE	08/17/2018	4799	110212131	ANIMAL CARE APR-JUN18	\$99,810.00
COUNTY OF ORANGE					Total Check Amount:	\$99,810.00
178648	COUNTY OF ORANGE	08/17/2018	4799	510707873	EQPT CHGS:TRACKS S6	\$336.49
COUNTY OF ORANGE					Total Check Amount:	\$336.49
178649	COUNTY OF ORANGE	08/17/2018	4799	110212122	OCATS/SWITCHER AUG18	\$653.00
COUNTY OF ORANGE					Total Check Amount:	\$653.00
178650	COUNTY OF ORANGE	08/17/2018	4799	110212122	FINGERPRINT ID AUG18	\$1,783.00
COUNTY OF ORANGE					Total Check Amount:	\$1,783.00
178651	GREGORY CRAYCRAFT	08/17/2018	24234	110404544	BREAFAST:THE REFLEXX	\$2,000.00
GREGORY CRAYCRAFT					Total Check Amount:	\$2,000.00
178652	SOUTHERN CALIFORNIA EDISON	08/17/2018	3343	110515121	ELECTRICITY	\$10,821.59
		08/17/2018	3343	110515125	ELECTRICITY	\$25.12

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
178652	SOUTHERN CALIFORNIA EDISON	08/17/2018	3343	110515143	ELECTRICITY	\$25.12
		08/17/2018	3343	341515112	ELECTRICITY	\$173.53
		08/17/2018	3343	343515112	ELECTRICITY	\$148.02
		08/17/2018	3343	345515112	ELECTRICITY	\$99.68
		08/17/2018	3343	346515112	ELECTRICITY	\$315.92
		08/17/2018	3343	490515151	ELECTRICITY	\$37,457.85
		08/17/2018	3343	880515113	ELECTRICITY	\$25.05
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$49,091.88</b>
178653	EXECUTIVE ENVELOPE INCORPORATED	08/17/2018	1880	110212111	#9 ENVELOPES	\$606.09
<b>EXECUTIVE ENVELOPE INCORPORATED</b>					<b>Total Check Amount:</b>	<b>\$606.09</b>
178654	FRONTIER COMMUNICATIONS	08/17/2018	26183	475141471	562 1820146 6/16-7/15	\$53.88
		08/17/2018	26183	475141471	562 1820146 7/16-8/15	\$53.88
<b>FRONTIER COMMUNICATIONS</b>					<b>Total Check Amount:</b>	<b>\$107.76</b>
178655	G & G TROPHY CO.	08/17/2018	1709	110404223	YTH BSKTBALL TROPHIES	\$534.44
		08/17/2018	1709	110404424	MINI SOCCER TROPHIES	\$866.31
<b>G &amp; G TROPHY CO.</b>					<b>Total Check Amount:</b>	<b>\$1,400.75</b>
178656	THE GAS COMPANY	08/17/2018	3749	420515131	GAS JUL/AUG 2018	\$16.26
<b>THE GAS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$16.26</b>
178657	GENCORE CANDEO LTD	08/17/2018	20834	475141471	18/19:DSPTCH CALL SYS	\$5,750.00
<b>GENCORE CANDEO LTD</b>					<b>Total Check Amount:</b>	<b>\$5,750.00</b>
178658	GREG VOISAN PANORAMIC PHOTOGRAPHY	08/17/2018	24645	110404311	BCC VIRTUAL TOUR	\$250.00
		08/17/2018	24645	110404541	GALLERY VIRTUAL TOUR	\$450.00
<b>GREG VOISAN PANORAMIC PHOTOGRAPHY</b>					<b>Total Check Amount:</b>	<b>\$700.00</b>
178659	CLAUDIA HAMANO	08/17/2018	27891	110212111	REIMB:VOLUNTEER AWARD	\$123.59
<b>CLAUDIA HAMANO</b>					<b>Total Check Amount:</b>	<b>\$123.59</b>
178660	ELAINE HARVEY	08/17/2018	25948	110404541	WATERCOLOR WORKSHOP	\$555.75
<b>ELAINE HARVEY</b>					<b>Total Check Amount:</b>	<b>\$555.75</b>
178661	CHEROKEE AND/OR ANTONIA HOTARD	08/17/2018	20318	420000000	CLOSED WATER ACCOUNT	\$65.00
<b>CHEROKEE AND/OR ANTONIA HOTARD</b>					<b>Total Check Amount:</b>	<b>\$65.00</b>
178662	THE INT'L ASSN. OF CRIME ANALYSTS	08/17/2018	27897	110212121	IACA CONFERENCE	\$500.00
<b>THE INT'L ASSN. OF CRIME ANALYSTS</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
178663	INV TACOS ARANDAS	08/17/2018	27903	110404542	LATIN JAZZ RECEPTION	\$1,928.73
<b>INV TACOS ARANDAS</b>					<b>Total Check Amount:</b>	<b>\$1,928.73</b>
178664	KEYSTONE UNIFORMS OC	08/17/2018	24713	110212111	CADET UNIFORM	\$198.22
<b>KEYSTONE UNIFORMS OC</b>					<b>Total Check Amount:</b>	<b>\$198.22</b>
178665	LAKEMAN CHASSIS	08/17/2018	12885	480515161	FAB HITCH	\$484.87
<b>LAKEMAN CHASSIS</b>					<b>Total Check Amount:</b>	<b>\$484.87</b>
178666	LANGUAGE LINE SERVICES	08/17/2018	19704	110212133	OTP INTERPRETATION	\$94.00
<b>LANGUAGE LINE SERVICES</b>					<b>Total Check Amount:</b>	<b>\$94.00</b>

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178667	LIFE-ASSIST, INC.	08/17/2018	10530	174222222	PARAMEDC SUPPLIES FS1	\$388.71
		08/17/2018	10530	174222222	PARAMEDC SUPPLIES FS2	\$2,903.72
<b>LIFE-ASSIST, INC.</b>					<b>Total Check Amount:</b>	<b>\$3,292.43</b>
178668	WALTER MADDUX	08/17/2018	27900	420000000	CLOSED WATER ACCOUNT	\$73.37
<b>WALTER MADDUX</b>					<b>Total Check Amount:</b>	<b>\$73.37</b>
178669	MCPEEK'S DODGE OF ANAHEIM	08/17/2018	22049	480515161	FAN BLOWER MOTOR	\$161.63
<b>MCPEEK'S DODGE OF ANAHEIM</b>					<b>Total Check Amount:</b>	<b>\$161.63</b>
178670	SHERYL MILLER	08/17/2018	27905	110404215	CLASS INSTRUCTOR:BCC	\$100.00
<b>SHERYL MILLER</b>					<b>Total Check Amount:</b>	<b>\$100.00</b>
178671	NDS, LLC	08/17/2018	25312	110141441	POSTGE MTR REPLNSHMNT	\$350.98
<b>NDS, LLC</b>					<b>Total Check Amount:</b>	<b>\$350.98</b>
178672	MARGARET NEWSTRAND	08/17/2018	27898	420000000	CLOSED WATER ACCOUNT	\$90.00
<b>MARGARET NEWSTRAND</b>					<b>Total Check Amount:</b>	<b>\$90.00</b>
178673	ORANGE COUNTY HEALTH	08/17/2018	19710	480515161	1819 HAZMAT DISCL FS1	\$186.00
		08/17/2018	19710	480515161	1819 HAZMAT DISCL FS2	\$258.00
		08/17/2018	19710	480515161	1819 HAZMAT DISCL FS4	\$186.00
		08/17/2018	19710	480515161	1819HAZMAT-TONNER STN	\$186.00
		08/17/2018	19710	480515161	HAZMAT/ABV-GRND TANK	\$652.00
		08/17/2018	19710	480515161	HAZMAT/UNDRGRND TANK	\$767.00
		08/17/2018	19710	480515161	HAZMAT:LA FL LIFT STN	\$186.00
		08/17/2018	19710	480515161	HZMT/UNDRGRND TNK CCC	\$767.00
		08/17/2018	19710	490515151	CHEM PERMIT FOR POOL	\$186.00
<b>ORANGE COUNTY HEALTH</b>					<b>Total Check Amount:</b>	<b>\$3,374.00</b>
178674	PETTY CASH CUSTODIAN	08/17/2018	23851	110	PETTY CASH REPL 7/31	\$183.01
<b>PETTY CASH CUSTODIAN</b>					<b>Total Check Amount:</b>	<b>\$183.01</b>
178675	PLUMBING WHOLESALE OUTLET, INC.	08/17/2018	18392	490515151	YARD LOCKER RM MATLS	\$444.02
<b>PLUMBING WHOLESALE OUTLET, INC.</b>					<b>Total Check Amount:</b>	<b>\$444.02</b>
178676	QUALITY AIRE	08/17/2018	23111	490515151	PROP/EVID FREEZER RPR	\$300.50
<b>QUALITY AIRE</b>					<b>Total Check Amount:</b>	<b>\$300.50</b>
178677	RIVERSIDE COUNTY SHERIFF'S DEPT	08/17/2018	10660	110212111	TFC COLLSSN INVESTGTN	\$178.00
<b>RIVERSIDE COUNTY SHERIFF'S DEPT</b>					<b>Total Check Amount:</b>	<b>\$178.00</b>
178678	JENNIFER DIANE SIGLIN	08/17/2018	17663	110404311	AWARENESS BANNER DSGN	\$400.00
		08/17/2018	17663	110404311	AWARENESS SHIRT DESGN	\$30.00
<b>JENNIFER DIANE SIGLIN</b>					<b>Total Check Amount:</b>	<b>\$430.00</b>
178679	JACK SMITH	08/17/2018	27908	110404311	REIMB:MSM DSPLY MATLS	\$596.21
<b>JACK SMITH</b>					<b>Total Check Amount:</b>	<b>\$596.21</b>
178680	SMOG PUMPS UNLIMITED INC.	08/17/2018	15093	480515161	ALTERNATOR	\$323.03
<b>SMOG PUMPS UNLIMITED INC.</b>					<b>Total Check Amount:</b>	<b>\$323.03</b>

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178681	SO CAL CONSTRUCTION SERVICES	08/17/2018	27815	290323215	17/18CDBG 418 SIEVERS	\$10,445.00
SO CAL CONSTRUCTION SERVICES					Total Check Amount:	\$10,445.00
178682	SOUTHERN CALIFORNIA FLEET SERV. INC	08/17/2018	27570	480515161	23014 ENGINE REPAIR	\$4,899.24
		08/17/2018	27570	480515161	BALL/DRN VLVS/DIPSTCK	\$405.40
		08/17/2018	27570	480515161	FIRETRK WRENCH HOLDER	\$152.42
SOUTHERN CALIFORNIA FLEET SERV. INC					Total Check Amount:	\$5,457.06
178683	SIERRA SPRINGER	08/17/2018	27899	420000000	CLOSED WATER ACCOUNT	\$54.83
SIERRA SPRINGER					Total Check Amount:	\$54.83
178684	ST. JUDE MEDICAL CENTER	08/17/2018	3503	174	TAX ON PARAMEDC SUPPL	(\$241.06)
		08/17/2018	3503	174222222	PARAMEDIC SUPPLIES	\$3,351.49
ST. JUDE MEDICAL CENTER					Total Check Amount:	\$3,110.43
178685	TARGET SOLUTIONS, INC	08/17/2018	23187	110222221	1819 TS PREM MEMB/MNT	\$1,901.75
		08/17/2018	23187	174222222	1819 TS PREM MEMB/MNT	\$1,901.75
TARGET SOLUTIONS, INC					Total Check Amount:	\$3,803.50
178686	TURNOUT MAINTENANCE COMPANY, LLC	08/17/2018	19898	110222221	TURNOUT REPAIRS	\$172.00
TURNOUT MAINTENANCE COMPANY, LLC					Total Check Amount:	\$172.00
178687	UNITED RENTALS NORTHWEST, INC.	08/17/2018	7051	110404542	SPOT COOLER RENTAL	\$996.45
UNITED RENTALS NORTHWEST, INC.					Total Check Amount:	\$996.45
178688	VERIZON WIRELESS	08/17/2018	21122	110212121	9812087102 7/4-8/3	\$53.91
VERIZON WIRELESS					Total Check Amount:	\$53.91
178689	MICHAEL P. WALLACE	08/17/2018	24417	110404544	BREA FEST:SMITH BAND	\$2,000.00
MICHAEL P. WALLACE					Total Check Amount:	\$2,000.00
178690	WATERCOLOR WEST	08/17/2018	1369	110404541	10% WORKSHOP SERIES	\$408.50
WATERCOLOR WEST					Total Check Amount:	\$408.50
178691	DR. ROBERT L. WILKINSON	08/17/2018	19024	110141481	DOT PHYSICALS	\$170.00
DR. ROBERT L. WILKINSON					Total Check Amount:	\$170.00
Check Subtotal						\$221,436.67
V29416	JUDY ALLEN	08/17/2018	20447	110404215	CLASS INSTRUCTOR:BCC	\$264.00
JUDY ALLEN					Total Check Amount:	\$264.00
V29417	ALLIANT INSURANCES SVCS	08/17/2018	13785	950000000	ILJAOC:1819 SPIP PREM	\$1,167.48
ALLIANT INSURANCES SVCS					Total Check Amount:	\$1,167.48
V29418	ALTA LANGUAGE SERVICES, INC	08/17/2018	25953	110141481	BILINGUAL TEST	\$60.00
ALTA LANGUAGE SERVICES, INC					Total Check Amount:	\$60.00
V29419	ALTERNATIVE HOSE, INC.	08/17/2018	18488	480515161	SHOP AIR HOSES	\$171.83
ALTERNATIVE HOSE, INC.					Total Check Amount:	\$171.83
V29420	ERIN ALTHEA	08/17/2018	27896	110404541	ARTGALLERY CONS SALES	\$31.50
ERIN ALTHEA					Total Check Amount:	\$31.50
V29421	AVCOGAS PROPANE SALES & SERVICES	08/17/2018	22047	480515161	LPG 530.1	\$1,165.91

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<b>AVCOGAS PROPANE SALES &amp; SERVICES</b>					<b>Total Check Amount:</b>	<b>\$1,165.91</b>
V29422	BEN'S ASPHALT, INC..	08/17/2018	1808	110515121	ASPHALT ST RPRS:6/30	\$23,352.76
<b>BEN'S ASPHALT, INC..</b>					<b>Total Check Amount:</b>	<b>\$23,352.76</b>
V29423	BEST LAWN MOWER SERVICE	08/17/2018	16230	480515161	STIHL CHAINSAW BLADES	\$217.10
<b>BEST LAWN MOWER SERVICE</b>					<b>Total Check Amount:</b>	<b>\$217.10</b>
V29424	JANET BIRCH	08/17/2018	25982	110404521	SR CTR YOGA JULY 2018	\$100.00
		08/17/2018	25982	110404521	SR CTR YOGA JUNE 2018	\$75.00
<b>JANET BIRCH</b>					<b>Total Check Amount:</b>	<b>\$175.00</b>
V29425	CHRISTINE BOATNER	08/17/2018	18460	110404215	ADMIN:BECKMAN	\$510.00
		08/17/2018	18460	110404215	BECKMAN FITNESS	\$104.00
		08/17/2018	18460	110404215	CLASS INSTRUCTOR:BCC	\$600.00
<b>CHRISTINE BOATNER</b>					<b>Total Check Amount:</b>	<b>\$1,214.00</b>
V29426	BREA AUTO SERVICE	08/17/2018	12780	480515161	1405 A/C REPAIR	\$232.34
<b>BREA AUTO SERVICE</b>					<b>Total Check Amount:</b>	<b>\$232.34</b>
V29427	BREA DISPOSAL, INC	08/17/2018	3330	440515122	REFUSE COLLECTN JUL18	\$147,380.43
<b>BREA DISPOSAL, INC</b>					<b>Total Check Amount:</b>	<b>\$147,380.43</b>
V29428	BREA/ORANGE COUNTY PLUMBING	08/17/2018	3781	490515151	CLEAN OUT 2NDFLR DRN	\$188.00
<b>BREA/ORANGE COUNTY PLUMBING</b>					<b>Total Check Amount:</b>	<b>\$188.00</b>
V29429	SHANNON BUCKELS	08/17/2018	12046	110212111	TRAINING MILEAGE	\$130.97
<b>SHANNON BUCKELS</b>					<b>Total Check Amount:</b>	<b>\$130.97</b>
V29430	BUTLER CHEMICALS, INC.	08/17/2018	6515	490515151	SR CTR DW SVC JUL18	\$167.01
<b>BUTLER CHEMICALS, INC.</b>					<b>Total Check Amount:</b>	<b>\$167.01</b>
V29431	C.WELLS PIPELINE MATERIALS INC	08/17/2018	13055	420515131	PLUMBING SUPPLIES	\$2,616.17
<b>C.WELLS PIPELINE MATERIALS INC</b>					<b>Total Check Amount:</b>	<b>\$2,616.17</b>
V29432	CANNINGS ACE HARDWARE	08/17/2018	15828	110515125	SUN HAT	\$29.19
		08/17/2018	15828	480515161	SHOP SUPPLIES	\$132.28
<b>CANNINGS ACE HARDWARE</b>					<b>Total Check Amount:</b>	<b>\$161.47</b>
V29433	ARLINDA CANTU	08/17/2018	26312	110404215	PERSONAL TRAINER:BCC	\$961.32
		08/17/2018	26312	110404215	SILVER SNEAKERS:BCC	\$100.00
<b>ARLINDA CANTU</b>					<b>Total Check Amount:</b>	<b>\$1,061.32</b>
V29434	ANDREW CATOR	08/17/2018	6646	460141474	JULY 2018 MILEAGE	\$201.65
<b>ANDREW CATOR</b>					<b>Total Check Amount:</b>	<b>\$201.65</b>
V29435	CHANDLER ASSET MANAGEMENT, INC.	08/17/2018	4375	110000000	INV MGMT CITY JUL18	\$18.56
		08/17/2018	4375	420141424	INV MGMT CITY JUL18	\$230.76
		08/17/2018	4375	875000000	INV MGMT CITY JUL18	\$48.00
		08/17/2018	4375	890000000	INV MGMT CITY JUL18	\$32.22
		08/17/2018	4375	930000000	INV MGMT CITY JUL18	\$4,107.36
<b>CHANDLER ASSET MANAGEMENT, INC.</b>					<b>Total Check Amount:</b>	<b>\$4,436.90</b>
V29436	FAHEEMA CHAUDHURY	08/17/2018	27894	110404541	ARTGALLERY CONS SALES	\$51.32

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<b>FAHEEMA CHAUDHURY</b>						<b>Total Check Amount: \$51.32</b>
V29437	CIVILSOURCE INC	08/17/2018	22210	110000000	STAFF AUGMNTATN DEC17	\$1,525.00
		08/17/2018	22210	110000000	STAFF AUGMNTATN FEB18	\$925.00
		08/17/2018	22210	110515171	STAFF AUGMNTATN DEC17	\$125.00
		08/17/2018	22210	110515171	STAFF AUGMNTATN FEB18	\$475.00
<b>CIVILSOURCE INC</b>						<b>Total Check Amount: \$3,050.00</b>
V29438	AMBER CLUE	08/17/2018	27907	110404215	CIRCUIT SPORT:BCC	\$25.00
<b>AMBER CLUE</b>						<b>Total Check Amount: \$25.00</b>
V29439	COMLOCK SECURITY-GROUP	08/17/2018	13625	490515151	LOCKS & KEYS @ CCC	\$41.91
		08/17/2018	13625	490515151	REKEY LOCK @ FS2	\$14.00
<b>COMLOCK SECURITY-GROUP</b>						<b>Total Check Amount: \$55.91</b>
V29440	CORE & MAIN LP	08/17/2018	27049	420515131	WATER METER ENCODERS	\$5,376.74
		08/17/2018	27049	420515131	WATER METERS	\$3,387.87
<b>CORE &amp; MAIN LP</b>						<b>Total Check Amount: \$8,764.61</b>
V29441	JEFFREY COVER	08/17/2018	25721	110212111	TRAINING EXPENSES	\$24.00
<b>JEFFREY COVER</b>						<b>Total Check Amount: \$24.00</b>
V29442	CUMMINS CAL PACIFIC LLC	08/17/2018	10996	480515161	ENGINE PRESSURE SNSOR	\$73.53
<b>CUMMINS CAL PACIFIC LLC</b>						<b>Total Check Amount: \$73.53</b>
V29443	DANGELO CO	08/17/2018	4562	420515131	COAL TAR	\$60.62
<b>DANGELO CO</b>						<b>Total Check Amount: \$60.62</b>
V29444	DE LAGE LANDEN FINANCIAL SERVICES	08/17/2018	23311	110141441	DISPATCH JUN/JUL18	\$238.50
		08/17/2018	23311	110141441	FIRE STN #1 JUN/JUL18	\$88.13
		08/17/2018	23311	110141441	FIRE STN #2 JUN/JUL18	\$255.06
		08/17/2018	23311	110141441	FIRE STN #4 JUN/JUL18	\$88.13
		08/17/2018	23311	110141441	SR CTR JUN/JUL18	\$238.51
<b>DE LAGE LANDEN FINANCIAL SERVICES</b>						<b>Total Check Amount: \$908.33</b>
V29445	SANDRA LEE DULANEY	08/17/2018	22866	110404215	CIRCUIT SPORT:BCC	\$75.00
<b>SANDRA LEE DULANEY</b>						<b>Total Check Amount: \$75.00</b>
V29446	MICHAEL DURALDE	08/17/2018	25228	110404215	BECKMAN FITNESS JUL18	\$208.00
		08/17/2018	25228	110404215	BREA MOVEMENT JUL18	\$1,171.20
		08/17/2018	25228	110404215	CLASS INSTRUCTOR:BCC	\$416.00
		08/17/2018	25228	110404215	FIT U:BEG FITNESS JUL	\$231.00
		08/17/2018	25228	110404215	PERSONAL TRAINER:BCC	\$704.39
<b>MICHAEL DURALDE</b>						<b>Total Check Amount: \$2,730.59</b>
V29447	MYRA DUVALL	08/17/2018	18083	110404215	YOGA:BCC	\$225.00
<b>MYRA DUVALL</b>						<b>Total Check Amount: \$225.00</b>
V29448	EAN SERVICES, LLC	08/17/2018	26450	110222221	CAR RNTL:MARVIN/FEMP	\$998.31
<b>EAN SERVICES, LLC</b>						<b>Total Check Amount: \$998.31</b>
V29449	ENTENMANN ROVIN COMPANY	08/17/2018	3457	110	FLAT BADGES	\$90.00

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V29449	ENTENMANN ROVIN COMPANY	08/17/2018	3457	110212111	FLAT BADGES	\$13.63
<b>ENTENMANN ROVIN COMPANY</b>					<b>Total Check Amount:</b>	<b>\$103.63</b>
V29450	FACTORY MOTOR PARTS COMPANY	08/17/2018	3504	480515161	BRAKE PADS	\$268.27
		08/17/2018	3504	480515161	FAN/MOTOR ASSEMBLY	\$90.13
<b>FACTORY MOTOR PARTS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$358.40</b>
V29451	GALLS/QUARTERMASTER	08/17/2018	16493	110222221	BOOTS - REPLACEMENT	\$377.07
<b>GALLS/QUARTERMASTER</b>					<b>Total Check Amount:</b>	<b>\$377.07</b>
V29452	JESSE GARDUNA	08/17/2018	16006	110212111	TRAINING EXPENSES	\$16.00
<b>JESSE GARDUNA</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V29453	MELISSA GIFFORD	08/17/2018	10645	110404215	BODY PUMP:BCC	\$200.00
<b>MELISSA GIFFORD</b>					<b>Total Check Amount:</b>	<b>\$200.00</b>
V29454	GLASBY MAINTENANCE SUPPLY CO	08/17/2018	6802	490515151	WINDSOR CHARGER	\$1,325.33
<b>GLASBY MAINTENANCE SUPPLY CO</b>					<b>Total Check Amount:</b>	<b>\$1,325.33</b>
V29455	GRAINGER	08/17/2018	13634	490515151	DRAIN VALVE @ FS1	\$114.57
<b>GRAINGER</b>					<b>Total Check Amount:</b>	<b>\$114.57</b>
V29456	ROBERT HAEFNER	08/17/2018	14703	110212111	TRAINING EXPENSES	\$16.00
<b>ROBERT HAEFNER</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V29457	HCI SYSTEMS INC	08/17/2018	25112	490515151	BCC FIRE SYSTM REPAIR	\$1,016.00
		08/17/2018	25112	490515151	FS3 FIRE ALARM INSP	\$850.00
<b>HCI SYSTEMS INC</b>					<b>Total Check Amount:</b>	<b>\$1,866.00</b>
V29458	MONA HERNANDEZ	08/17/2018	23114	110404215	MASSAGE THERAPIST:BCC	\$513.50
<b>MONA HERNANDEZ</b>					<b>Total Check Amount:</b>	<b>\$513.50</b>
V29459	CECILIA HUPP	08/17/2018	25261	110111111	TRAVEL EXPENSES	\$29.44
<b>CECILIA HUPP</b>					<b>Total Check Amount:</b>	<b>\$29.44</b>
V29460	IMPRESSIVE SCREENWORKS	08/17/2018	1815	110111143	EMPL SHIRTS/JACKETS	\$221.96
		08/17/2018	1815	110111143	EMPL SHIRTS/SWEATERS	\$145.46
		08/17/2018	1815	110141411	EMPL SHIRTS/JACKETS	\$23.70
		08/17/2018	1815	110141411	EMPL SHIRTS/SWEATERS	\$207.96
		08/17/2018	1815	110404311	EMPL SHIRTS/JACKETS	\$144.40
		08/17/2018	1815	110404311	EMPL SHIRTS/SWEATERS	\$60.34
		08/17/2018	1815	460141474	EMPL SHIRTS/SWEATERS	\$80.81
<b>IMPRESSIVE SCREENWORKS</b>					<b>Total Check Amount:</b>	<b>\$884.63</b>
V29461	INK LINK INC	08/17/2018	22423	110404311	2018 BREA ARTS SHIRTS	\$901.48
<b>INK LINK INC</b>					<b>Total Check Amount:</b>	<b>\$901.48</b>
V29462	INTERGRAPH CORPORATION	08/17/2018	18430	475141471	HEXAGON SW MNT 18/19	\$1,059.21
<b>INTERGRAPH CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$1,059.21</b>
V29463	KEENAN & ASSOCIATES	08/17/2018	22439	470141483	2018 WORKERS' COMP #9	\$9,004.33
<b>KEENAN &amp; ASSOCIATES</b>					<b>Total Check Amount:</b>	<b>\$9,004.33</b>
V29464	KELLY PAPER	08/17/2018	7039	110141441	PAPER	\$2,039.30



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KELLY PAPER					Total Check Amount:	\$2,039.30
V29465	KAREN KIESS	08/17/2018	21414	110404215	CYCLE/BODY PUMP:BCC	\$192.00
KAREN KIESS					Total Check Amount:	\$192.00
V29466	KWIK KLEEN	08/17/2018	23771	480515161	PARTS WASHER SERVICE	\$150.00
KWIK KLEEN					Total Check Amount:	\$150.00
V29467	FRANCESCO LA TORRE	08/17/2018	24398	110404521	JULY 2018 MILEAGE	\$27.25
FRANCESCO LA TORRE					Total Check Amount:	\$27.25
V29468	DANYELL LAGRAFFE	08/17/2018	27892	110404541	ARTGALLERY CONS SALES	\$29.62
DANYELL LAGRAFFE					Total Check Amount:	\$29.62
V29469	DOLLY LAI	08/17/2018	18084	110404215	YOGA:BECKMAN	\$125.00
DOLLY LAI					Total Check Amount:	\$125.00
V29470	LAKIN TIRE WEST, INC.	08/17/2018	12286	480515161	USED TIRE DISPOSAL	\$392.40
LAKIN TIRE WEST, INC.					Total Check Amount:	\$392.40
V29471	RENEE F. LAVACOT	08/17/2018	6754	110404215	ZUMBA:BCC	\$275.00
RENEE F. LAVACOT					Total Check Amount:	\$275.00
V29472	THE LIGHTHOUSE	08/17/2018	8787	480515161	SOLENOID/CIRCUIT BRKR	\$112.49
THE LIGHTHOUSE					Total Check Amount:	\$112.49
V29473	LINCOLN AQUATICS	08/17/2018	17902	110404422	BULK LIQUID CHLORINE	\$313.56
		08/17/2018	17902	420515131	CHEMICALS	\$453.90
		08/17/2018	17902	420515131	SHLS/PALLTS/BOTTL DEP	(\$344.50)
LINCOLN AQUATICS					Total Check Amount:	\$422.96
V29474	LINEGEAR	08/17/2018	23894	110222221	BOOTS	\$536.60
LINEGEAR					Total Check Amount:	\$536.60
V29475	NATHANAEL LONKY	08/17/2018	27014	110404215	MASSAGE THERAPIST:BCC	\$195.00
NATHANAEL LONKY					Total Check Amount:	\$195.00
V29476	LOS ANGELES TRUCK CENTERS, LLC	08/17/2018	7300	480515161	FUEL SENDING UNIT	\$77.85
LOS ANGELES TRUCK CENTERS, LLC					Total Check Amount:	\$77.85
V29477	TANYA LOSCUTOFF	08/17/2018	22092	110404215	CYCLE/SUPERSCULPT:BCC	\$150.00
		08/17/2018	22092	110404215	PERSONAL TRAINER:BCC	\$278.71
		08/17/2018	22092	110404215	POWER TRAINING CLUB	\$198.00
TANYA LOSCUTOFF					Total Check Amount:	\$626.71
V29478	STACY MABRY	08/17/2018	7026	110404215	LOW IMPACT:BCC	\$108.00
STACY MABRY					Total Check Amount:	\$108.00
V29479	MAR-CO EQUIPMENT COMPANY	08/17/2018	20329	480515161	WATER SYSTEM SWITCH	\$23.88
MAR-CO EQUIPMENT COMPANY					Total Check Amount:	\$23.88
V29480	KRIS MARUMOTO	08/17/2018	17803	110404215	YOGA:BCC	\$325.00
		08/17/2018	17803	110404215	YOGA:BECKMAN	\$104.00
KRIS MARUMOTO					Total Check Amount:	\$429.00
V29481	TAWNY MCCANN	08/17/2018	27895	110404541	ARTGALLERY CONS SALES	\$70.35



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<b>TAWNY MCCANN</b>						<b>Total Check Amount: \$70.35</b>
V29482	RANDY MCDANIEL	08/17/2018	15853	174222222	REIMB:EMT LICENSE	\$200.00
<b>RANDY MCDANIEL</b>						<b>Total Check Amount: \$200.00</b>
V29483	ANDREA MCGRANAHAN	08/17/2018	26046	110404215	CLASS INSTR:BECKMAN	\$312.00
		08/17/2018	26046	110404215	CLASS INSTRUCTOR:BCC	\$675.00
		08/17/2018	26046	110404215	PERSONAL TRAINER:BCC	\$260.30
<b>ANDREA MCGRANAHAN</b>						<b>Total Check Amount: \$1,247.30</b>
V29484	NOAH MCGRANAHAN	08/17/2018	27906	110404215	BECKMAN FITNESS	\$24.00
<b>NOAH MCGRANAHAN</b>						<b>Total Check Amount: \$24.00</b>
V29485	TINA MEYER	08/17/2018	12786	110212133	JULY 2018 MILEAGE	\$10.79
<b>TINA MEYER</b>						<b>Total Check Amount: \$10.79</b>
V29486	JENNIFER MONZON-SCROFINI	08/17/2018	20158	110404215	CARDIO KICK/PUMP:BCC	\$150.00
<b>JENNIFER MONZON-SCROFINI</b>						<b>Total Check Amount: \$150.00</b>
V29487	NATASHA MOORE	08/17/2018	10711	110404215	BODY PUMP:BCC	\$72.00
<b>NATASHA MOORE</b>						<b>Total Check Amount: \$72.00</b>
V29488	MUNICIPAL WATER DISTRICT	08/17/2018	3784	420515131	WTR USE EFF PROG JUN	\$111.00
<b>MUNICIPAL WATER DISTRICT</b>						<b>Total Check Amount: \$111.00</b>
V29490	ONWARD ENGINEERING	08/17/2018	22106	110000000	180 S BREA BLVD JUN18	\$87.00
		08/17/2018	22106	110000000	180 S BREA BLVD MAY18	\$1,174.50
		08/17/2018	22106	110000000	2440 KERN RIVER JUN18	\$130.50
		08/17/2018	22106	110000000	295 N LILAC LN MAY18	\$348.00
		08/17/2018	22106	110000000	AT&T:1130 E IMP HWY	\$261.00
		08/17/2018	22106	110000000	AT&T:219 LNGBRNCH MAY	\$391.50
		08/17/2018	22106	110000000	AT&T:243 AMBLING MAY	\$261.00
		08/17/2018	22106	110000000	AT&T:243 LNGBRNCH MAY	\$217.50
		08/17/2018	22106	110000000	AT&T:300 COPA DE ORO	\$174.00
		08/17/2018	22106	110000000	AT&T:350/410 IMP HWY	\$130.50
		08/17/2018	22106	110000000	AT&T:415 E ELM MAY18	\$130.50
		08/17/2018	22106	110000000	AT&T:565 BERRY ST JUN	\$43.50
		08/17/2018	22106	110000000	AT&T:S BIRCH/ST COLL	\$87.00
		08/17/2018	22106	110000000	CENTRAL PARK VILL MAY	\$261.00
		08/17/2018	22106	110000000	CNTRL PARK/DENOVA JUN	\$304.50
		08/17/2018	22106	110000000	LA FL PA-1 JUN 2018	\$391.50
		08/17/2018	22106	110000000	LA FL PA-1 MAY 2018	\$652.50
		08/17/2018	22106	110000000	LA FL PA1/2/2N/2S JUN	\$3,784.50
		08/17/2018	22106	110000000	LA FL PA1/2/2N/2S MAY	\$2,653.50
		08/17/2018	22106	110000000	LA FL PA-12B JUN 2018	\$565.50
		08/17/2018	22106	110000000	LA FL PA-12B MAY 2018	\$1,044.00

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V29490	ONWARD ENGINEERING	08/17/2018	22106	110000000	LA FL PA-5 APTS MAY18	\$609.00
		08/17/2018	22106	110000000	ROSE @ E.V.A. MAY18	\$43.50
		08/17/2018	22106	110000000	ROSE@E.V.A. JUN 2018	\$565.50
		08/17/2018	22106	110000000	SCE:RULE 20 MAY 2018	\$87.00
		08/17/2018	22106	110000000	TWC:1560 MOONSTNE JUN	\$391.50
		08/17/2018	22106	110000000	TWC:1560 MOONSTNE MAY	\$435.00
		08/17/2018	22106	110000000	TWC:591 EXPLORER-JUNE	\$587.25
		08/17/2018	22106	110000000	TWC:591 EXPLORER-MAY	\$522.00
		08/17/2018	22106	110000000	TWC:802 E ALDER MAY18	\$130.50
		08/17/2018	22106	110000000	TWC:E BIRCH ST JUN18	\$130.50
		08/17/2018	22106	110000000	TWC:E BIRCH ST MAY18	\$43.50
<b>ONWARD ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$16,638.75</b>
V29491	OZUNA ELECTRIC CO.INC.	08/17/2018	18504	420515131	ELECTRICAL WORK	\$3,332.50
<b>OZUNA ELECTRIC CO.INC.</b>					<b>Total Check Amount:</b>	<b>\$3,332.50</b>
V29492	PARACLETE FIRE AND SAFETY, INC.	08/17/2018	17760	110212131	PD FIRE EXT SERVICE	\$463.58
<b>PARACLETE FIRE AND SAFETY, INC.</b>					<b>Total Check Amount:</b>	<b>\$463.58</b>
V29493	PIERRE PASA	08/17/2018	11096	110404215	CARDIO KICK:BCC	\$248.00
		08/17/2018	11096	110404215	CARDIO KICK:BECKMAN	\$62.00
<b>PIERRE PASA</b>					<b>Total Check Amount:</b>	<b>\$310.00</b>
V29494	SCARLET PEÑALOZA	08/17/2018	27890	110404541	ARTGALLERY CONS SALES	\$45.90
<b>SCARLET PEÑALOZA</b>					<b>Total Check Amount:</b>	<b>\$45.90</b>
V29495	HERMAN PERDOMO JR,	08/17/2018	20265	110404215	BODY PUMP:BCC	\$25.00
<b>HERMAN PERDOMO JR,</b>					<b>Total Check Amount:</b>	<b>\$25.00</b>
V29496	IRACEMA PERDOMO	08/17/2018	14135	110404215	BODY PUMP:BCC	\$200.00
<b>IRACEMA PERDOMO</b>					<b>Total Check Amount:</b>	<b>\$200.00</b>
V29497	PLACEWORKS, INC.	08/17/2018	26720	110323231	DT CORE WORK APR 2018	\$2,304.25
		08/17/2018	26720	110323231	DT CORE WORK JUN 2018	\$752.50
		08/17/2018	26720	110323231	DT CORE WORK MAR 2018	\$645.00
		08/17/2018	26720	110323231	DT CORE WORK MAY 2018	\$2,415.00
<b>PLACEWORKS, INC.</b>					<b>Total Check Amount:</b>	<b>\$6,116.75</b>
V29498	RAY-LITE INDUSTRIES, INC.	08/17/2018	19800	490515152	LED LTS:PIONEER HALL	\$2,148.47
<b>RAY-LITE INDUSTRIES, INC.</b>					<b>Total Check Amount:</b>	<b>\$2,148.47</b>
V29499	KEVIN REBHAN	08/17/2018	27350	110404215	ADMIN:BECKMAN	\$340.00
		08/17/2018	27350	110404215	BECKMAN FITNESS	\$200.00
		08/17/2018	27350	110404215	PERSONAL TRAINER:BCC	\$321.48
<b>KEVIN REBHAN</b>					<b>Total Check Amount:</b>	<b>\$861.48</b>
V29500	BRANDICE ROGERS	08/17/2018	26780	110404215	CIRCUIT SPORT:BCC	\$69.00
<b>BRANDICE ROGERS</b>					<b>Total Check Amount:</b>	<b>\$69.00</b>
V29501	RUSSELL SIGLER INC.	08/17/2018	21638	490515151	HVAC PARTS	\$77.40

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V29501	RUSSELL SIGLER INC.	08/17/2018	21638	490515151	HVAC PARTS - FS2	\$326.81
RUSSELL SIGLER INC.					Total Check Amount:	\$404.21
V29502	MICHAEL RYAN	08/17/2018	12856	460141474	JULY 2018 MILEAGE	\$92.65
MICHAEL RYAN					Total Check Amount:	\$92.65
V29503	SAGECREST PLANNING & ENVIRONMENTAL	08/17/2018	27578	110000000	CONSULTING SVCS MAY18	\$1,015.00
		08/17/2018	27578	110323231	CONSULTING SVCS MAY18	\$10,885.00
SAGECREST PLANNING & ENVIRONMENTAL					Total Check Amount:	\$11,900.00
V29504	JOSHUA SAZDANOFF	08/17/2018	21272	110404215	PERSONAL TRAINER:BCC	\$107.40
JOSHUA SAZDANOFF					Total Check Amount:	\$107.40
V29505	TODD SCHMALTZ	08/17/2018	26048	110212111	TRAINING EXPENSES	\$26.57
		08/17/2018	26048	110212111	TRAINING MILEAGE	\$47.58
TODD SCHMALTZ					Total Check Amount:	\$74.15
V29506	LAURENE SCHULZE	08/17/2018	18034	110404215	YOGA:BECKMAN	\$25.00
LAURENE SCHULZE					Total Check Amount:	\$25.00
V29507	SIERRA-CEDAR, INC	08/17/2018	23086	950000000	ILJAOC CONSULT JUL18	\$1,837.50
SIERRA-CEDAR, INC					Total Check Amount:	\$1,837.50
V29508	ISMAEL O SILVA	08/17/2018	24370	110404215	ZUMBA:BCC	\$450.00
ISMAEL O SILVA					Total Check Amount:	\$450.00
V29509	MARTIN SIMONOFF	08/17/2018	2750	110111111	TRAVEL EXPENSES	\$118.33
MARTIN SIMONOFF					Total Check Amount:	\$118.33
V29510	WHITNEY SOLENBERGER	08/17/2018	26744	110404215	YOGA:BECKMAN	\$120.00
WHITNEY SOLENBERGER					Total Check Amount:	\$120.00
V29511	SPECTRUM GAS PRODUCTS, INC.	08/17/2018	16060	174222222	OXYGEN	\$34.00
SPECTRUM GAS PRODUCTS, INC.					Total Check Amount:	\$34.00
V29512	SPICERS PAPER, INC.	08/17/2018	18883	110141441	PAPER	\$1,918.84
SPICERS PAPER, INC.					Total Check Amount:	\$1,918.84
V29513	STATE INDUSTRIAL PRODUCTS	08/17/2018	8572	490515151	CLEANER (SOLUTION)	\$155.16
STATE INDUSTRIAL PRODUCTS					Total Check Amount:	\$155.16
V29514	SUPERION, LLC	08/17/2018	26879	475141471	ASP BACKUP SVC JUL18	\$1,908.30
SUPERION, LLC					Total Check Amount:	\$1,908.30
V29515	TECHNICOLOR PRINTING	08/17/2018	24354	110404223	ADULT LEAGUE SHIRTS	\$368.05
TECHNICOLOR PRINTING					Total Check Amount:	\$368.05
V29516	THOMSON REUTERS - WEST	08/17/2018	22020	110212111	384765 CHGS 6/5-7/4	\$562.46
THOMSON REUTERS - WEST					Total Check Amount:	\$562.46
V29517	THYSSENKRUPP ELEVATOR	08/17/2018	10308	490515151	ELEVATOR SVC @ CCC	\$594.27
THYSSENKRUPP ELEVATOR					Total Check Amount:	\$594.27
V29518	TITAN WATER TECHNOLOGY, INC.	08/17/2018	25776	490515151	WATER TREATMENT AUG18	\$415.00
TITAN WATER TECHNOLOGY, INC.					Total Check Amount:	\$415.00
V29519	TOMARK SPORTS	08/17/2018	6098	110404426	BASKETBALL NETS (2)	\$272.44

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TOMARK SPORTS					Total Check Amount:	\$272.44
V29520	TRIMAX SYSTEMS INC	08/17/2018	24557	420515131	TELEMETRY	\$1,680.00
TRIMAX SYSTEMS INC					Total Check Amount:	\$1,680.00
V29521	TRINITY SOUND COMPANY	08/17/2018	11364	110404544	SOUND:BREA FEST 8/17	\$1,860.00
TRINITY SOUND COMPANY					Total Check Amount:	\$1,860.00
V29522	LETICIA TRUJILLO	08/17/2018	22054	110404215	ZUMBA/SILVER SNEAKERS	\$144.00
LETICIA TRUJILLO					Total Check Amount:	\$144.00
V29523	TURBO DATA SYSTEMS, INC.	08/17/2018	1472	110212122	CITATION PROC JUL18	\$2,368.54
		08/17/2018	1472	110212132	HH LEASE TPM FEB17	\$258.60
TURBO DATA SYSTEMS, INC.					Total Check Amount:	\$2,627.14
V29524	EDEN TURNER	08/17/2018	21951	110404215	BODY PUMP:BCC	\$192.00
EDEN TURNER					Total Check Amount:	\$192.00
V29525	JORDAN TYSON	08/17/2018	27893	110404541	ARTGALLERY CONS SALES	\$31.50
JORDAN TYSON					Total Check Amount:	\$31.50
V29526	UNDERGROUND SERVICE ALERT/SC	08/17/2018	4537	420515131	UNDRGRND TICKTS JUL18	\$170.05
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$170.05
V29527	UNITED ROTARY BRUSH CORPORATION	08/17/2018	16649	480515161	SWEEPER BROOMS (2)	\$235.69
		08/17/2018	16649	480515161	SWEEPER BROOMS (3)	\$353.54
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$589.23
V29528	US BANK XX0338 CITY MGR	08/17/2018	24704	110	CALCARD-MGMT-YA	\$171.35
		08/17/2018	24704	110111111	CAL CARDS MGMT 072318	\$1,135.30
		08/17/2018	24704	110111143	CAL CARDS MGMT 072318	\$452.20
		08/17/2018	24704	480515161	CAL CARDS MGMT 072318	\$64.53
US BANK XX0338 CITY MGR					Total Check Amount:	\$1,823.38
V29529	US BANK XX0312 HR	08/17/2018	24776	110	TAX:CALCARD-HR 072318	(\$8.60)
		08/17/2018	24776	110141481	CAL CARDS HR 072318	\$3,041.46
		08/17/2018	24776	470141483	CAL CARDS HR 072318	\$2,065.96
US BANK XX0312 HR					Total Check Amount:	\$5,098.82
V29531	US BANK XX0593 COMM SVC	08/17/2018	24777	110	CALCARD-CP-072318	\$1,108.27
		08/17/2018	24777	110	COM SVCS S/TAX 072318	(\$101.37)
		08/17/2018	24777	110404154	CALCARD-RF-072318	\$454.41
		08/17/2018	24777	110404211	CALCARD-BH-072318	\$324.72
		08/17/2018	24777	110404211	CALCARD-MD-072318	\$106.67
		08/17/2018	24777	110404215	CALCARD-BH-072318	\$294.38
		08/17/2018	24777	110404215	CALCARD-CC-072318	\$506.64
		08/17/2018	24777	110404215	CALCARD-DA-072318	\$80.98
		08/17/2018	24777	110404215	CALCARD-JS-072318	\$328.90
		08/17/2018	24777	110404224	CALCARD-SS-072318	\$158.36
		08/17/2018	24777	110404311	CALCARD-JM-072318	\$155.33

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V29531	US BANK XX0593 COMM SVC	08/17/2018	24777	110404311	CALCARD-RF-072318	\$245.66
		08/17/2018	24777	110404421	CALCARD-KS-072318	\$1,112.76
		08/17/2018	24777	110404421	CALCARD-TN-072318	\$2,033.32
		08/17/2018	24777	110404422	CALCARD-GA-072318	\$260.58
		08/17/2018	24777	110404425	CALCARD-SS-072318	(\$9.55)
		08/17/2018	24777	110404426	CALCARD-SS-072318	\$112.41
		08/17/2018	24777	110404428	CALCARD-MM-072318	\$384.58
		08/17/2018	24777	110404428	CALCARD-VU-072318	\$902.65
		08/17/2018	24777	110404521	CALCARD-FL-072318	\$1,678.39
		08/17/2018	24777	110404521	CALCARD-NG-072318	\$211.47
		08/17/2018	24777	110404521	CALCARD-SK-072318	\$91.42
		08/17/2018	24777	110404521	CALCARD-TT-072318	\$348.81
		08/17/2018	24777	110404523	CALCARD-CP-072318	\$36.61
		08/17/2018	24777	110404541	CALCARD-AF-072318	\$349.72
		08/17/2018	24777	110404541	CALCARD-HB-072318	\$1,755.28
		08/17/2018	24777	110404542	CALCARD-EF-072318	\$499.08
		08/17/2018	24777	110404542	CALCARD-HG-072318	\$328.76
		08/17/2018	24777	110404542	CALCARD-KK-072318	\$2,137.26
US BANK XX0593 COMM SVC					Total Check Amount:	\$15,896.50
V29532	US BANK XX0502 COMM & MKTG	08/17/2018	24778	110111151	CAL CARDS COMM 072318	\$239.00
		08/17/2018	24778	110111152	CAL CARDS COM 072318	\$112.54
		08/17/2018	24778	110111152	CAL CARDS COMM 072318	\$4.99
US BANK XX0502 COMM & MKTG					Total Check Amount:	\$356.53
V29533	US BANK XX0353 COMM DEV	08/17/2018	24779	110	CAL CARDS CD 072318	\$14.95
		08/17/2018	24779	110	TAX:CALCRDS CD 072318	(\$6.42)
		08/17/2018	24779	110323212	CAL CARDS CD 072318	\$1,036.35
		08/17/2018	24779	110323231	CAL CARDS CD 072318	\$265.38
		08/17/2018	24779	110323241	CAL CARDS CD 072318	\$1,182.77
		08/17/2018	24779	110323242	CAL CARDS CD 072318	\$33.27
US BANK XX0353 COMM DEV					Total Check Amount:	\$2,526.30
V29534	US BANK XX0270 ADMIN SVCS	08/17/2018	24781	110	CAL CARDS CC 072318	\$350.00
		08/17/2018	24781	110	TX:CALCRDS FIN 072318	(\$0.93)
		08/17/2018	24781	110111143	CAL CARDS CC 072318	\$31.63
		08/17/2018	24781	110111161	CAL CARDS CC 072318	\$3,180.83
		08/17/2018	24781	110141411	CAL CARDS FIN 072318	\$48.94
		08/17/2018	24781	110141414	CAL CARDS FIN 072318	\$150.19
		08/17/2018	24781	110141431	CAL CARDS FIN 072318	\$75.92
		08/17/2018	24781	110404311	CAL CARDS FIN 072318	\$158.66

## City Check Register for: Aug 17, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29534	US BANK XX0270 ADMIN SVCS	08/17/2018	24781	490515151	CAL CARDS FIN 072318	\$6,809.59
		08/17/2018	24781	630141432	CAL CARDS FIN 072318	\$24.25
<b>US BANK XX0270 ADMIN SVCS</b>					<b>Total Check Amount:</b>	<b>\$10,829.08</b>
V29535	US BANK XX0650 FIRE	08/17/2018	24782	110	TX:CALCRD FIRE 072318	(\$8.76)
		08/17/2018	24782	110222211	CAL CARDS FIRE 072318	\$739.41
		08/17/2018	24782	110222213	CAL CARDS FIRE 072318	\$475.83
		08/17/2018	24782	110222221	CAL CARDS FIRE 072318	\$5,470.95
		08/17/2018	24782	110222223	CAL CARDS FIRE 072318	\$1,633.01
		08/17/2018	24782	110222224	CAL CARDS FIRE 072318	\$15.05
		08/17/2018	24782	110222231	CAL CARDS FIRE 072318	\$861.00
		08/17/2018	24782	174222222	CAL CARDS FIRE 072318	\$500.00
		08/17/2018	24782	480515161	CAL CARDS FIRE 072318	\$560.66
<b>US BANK XX0650 FIRE</b>					<b>Total Check Amount:</b>	<b>\$10,247.15</b>
V29536	US BANK XX0346 IT	08/17/2018	24783	110404213	CAL CARDS IT 072318	\$37.83
		08/17/2018	24783	110515125	CAL CARDS IT 072318	\$237.99
		08/17/2018	24783	280323215	CAL CARDS IT 072318	\$9.95
		08/17/2018	24783	460	IT:CALCARDS IT 072318	(\$10.86)
		08/17/2018	24783	460141474	CAL CARDS IT 072318	\$2,705.78
		08/17/2018	24783	475	TX:CALCARDS IT 072318	(\$5.36)
		08/17/2018	24783	475141471	CAL CARDS IT 072318	\$3,768.26
<b>US BANK XX0346 IT</b>					<b>Total Check Amount:</b>	<b>\$6,743.59</b>
V29538	US BANK XX0221 PW	08/17/2018	24784	110	PW CAL CARDS 072318	\$14.00
		08/17/2018	24784	110404421	PW CAL CARDS 072318	\$21.75
		08/17/2018	24784	110515121	PW CAL CARDS 072318	\$239.08
		08/17/2018	24784	110515125	PW CAL CARDS 072318	\$12.51
		08/17/2018	24784	110515141	PW CAL CARDS 072318	\$226.73
		08/17/2018	24784	110515143	PW CAL CARDS 072318	\$42.00
		08/17/2018	24784	110515144	PW CAL CARDS 072318	\$119.33
		08/17/2018	24784	110515148	PW CAL CARDS 072318	\$32.26
		08/17/2018	24784	360515145	PW CAL CARDS 072318	\$196.91
		08/17/2018	24784	410515124	PW CAL CARDS 072318	\$53.25
		08/17/2018	24784	430515123	PW CAL CARDS 072318	\$810.43
		08/17/2018	24784	440515126	PW CAL CARDS 072318	\$55.99
		08/17/2018	24784	480515161	PW CAL CARDS 072318	\$962.40
		08/17/2018	24784	490515151	PW CAL CARD 072318	\$660.00
		08/17/2018	24784	490515151	PW CAL CARDS 072318	\$939.29
<b>US BANK XX0221 PW</b>					<b>Total Check Amount:</b>	<b>\$4,385.93</b>
V29539	US BANK XX0544 POLICE	08/17/2018	24785	110	TAX:CALCRDS PD 072318	(\$40.26)

## City Check Register for: Aug 17, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V29539	US BANK XX0544 POLICE	08/17/2018	24785	110212111	CAL CARDS PD 072318	\$2,476.11
		08/17/2018	24785	110212121	CAL CARDS PD 072318	\$1,744.00
		08/17/2018	24785	110212122	CAL CARDS PD 072318	\$26.22
		08/17/2018	24785	110212131	CAL CARDS PD 072318	\$564.02
		08/17/2018	24785	110212133	CAL CARDS PD 072318	\$448.00
		08/17/2018	24785	110212141	CAL CARDS PD 072318	\$47.84
		08/17/2018	24785	480515161	CAL CARDS PD 072318	\$1,073.61
<b>US BANK XX0544 POLICE</b>					<b>Total Check Amount:</b>	<b>\$6,339.54</b>
V29540	US BANK XX3401 PW- ADMIN	08/17/2018	24786	110	TAX:CC PW ADM 072318	(\$4.14)
		08/17/2018	24786	110515111	CALCRDS PW ADM 072318	\$177.38
		08/17/2018	24786	110515171	CALCRDS PW ADM 072318	\$143.55
		08/17/2018	24786	420515131	CALCRDS PW ADM 072318	\$21.54
		08/17/2018	24786	430515123	CALCRDS PW ADM 072318	\$24.83
<b>US BANK XX3401 PW- ADMIN</b>					<b>Total Check Amount:</b>	<b>\$363.16</b>
V29541	JUANA VENTURA	08/17/2018	17752	110404215	CYCLE:BCC	\$100.00
		08/17/2018	17752	110404215	CYCLE:BECKMAN	\$182.00
<b>JUANA VENTURA</b>					<b>Total Check Amount:</b>	<b>\$282.00</b>
V29542	LINDA WATSON	08/17/2018	11871	110404215	YOGA:BCC	\$210.00
<b>LINDA WATSON</b>					<b>Total Check Amount:</b>	<b>\$210.00</b>
V29543	KAREN WELCH	08/17/2018	27434	110404215	PILATES:BCC	\$120.00
		08/17/2018	27434	110404215	PILATES:BECKMAN	\$150.00
<b>KAREN WELCH</b>					<b>Total Check Amount:</b>	<b>\$270.00</b>
V29544	WEST COAST SAND & GRAVEL, INC.	08/17/2018	11519	420515131	BASE	\$639.39
<b>WEST COAST SAND &amp; GRAVEL, INC.</b>					<b>Total Check Amount:</b>	<b>\$639.39</b>
V29545	WILLDAN ENGINEERING	08/17/2018	12445	110000000	MISC PLAN CHECK 3/30	\$819.50
		08/17/2018	12445	110000000	MISC PLAN CHECK:6/29	\$372.50
		08/17/2018	12445	110000000	PLAN CHECK 4/27	\$223.50
		08/17/2018	12445	110515171	MISC PLAN CHECK 3/30	\$2,086.00
		08/17/2018	12445	110515171	MISC PLAN CHECK:6/29	\$1,639.00
		08/17/2018	12445	110515171	PLAN CHECK:MISC 4/27	\$745.00
<b>WILLDAN ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$5,885.50</b>
V29546	CHRISTOPHER WINGER	08/17/2018	26711	110212111	TRAINING MILEAGE	\$95.92
<b>CHRISTOPHER WINGER</b>					<b>Total Check Amount:</b>	<b>\$95.92</b>
V29547	SARA WOODWARD	08/17/2018	26083	110212122	JULY 2018 MILEAGE	\$93.85
<b>SARA WOODWARD</b>					<b>Total Check Amount:</b>	<b>\$93.85</b>
V29548	ELEANOR YBARRA	08/17/2018	27904	110404215	SILVER SNEAKERS:BCC	\$25.00
<b>ELEANOR YBARRA</b>					<b>Total Check Amount:</b>	<b>\$25.00</b>
<b>Voucher Subtotal</b>						<b>\$356,830.90</b>

## City Check Register for: Aug 17, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
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**TOTAL \$578,267.57**



City of Brea

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**COUNCIL COMMUNICATION**

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Outgoing Payment Log and July 27, 2018 Successor Agency Check Register -  
Receive and file.

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**Attachments**

June SA Outgoing Payment Log  
08-27-18 SA Check Register

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**Successor Agency to the Brea Redevelopment Agency**  
**Outgoing Payment Log**  
**June 2018**

Effective Date	Vendor	Description	Amount
<u>Electronic payments</u>			
6/28/2018	BNY	Brea Mall Payment	\$ 1,581,169.00
			<u>\$ 1,581,169.00</u>

## Successor Agency Check Register for: Jul 27, 2018

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
2612	BANDERA ESTATES	07/27/2018	3121	511626224	SENIOR SUBSIDY AUG18	\$1,016.00
<b>BANDERA ESTATES</b>					<b>Total Check Amount:</b>	<b>\$1,016.00</b>
2613	THE BANK OF NEW YORK MELLON	07/27/2018	4202	813000000	2003 TAX ALLOC 18/19	\$2,565.20
<b>THE BANK OF NEW YORK MELLON</b>					<b>Total Check Amount:</b>	<b>\$2,565.20</b>
2614	BREA WOODS SENIOR APARTMENTS	07/27/2018	1955	511626224	SENIOR SUBSIDY AUG18	\$254.00
<b>BREA WOODS SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2615	BROOKDALE - BREA	07/27/2018	4623	511626224	SENIOR SUBSIDY AUG18	\$254.00
<b>BROOKDALE - BREA</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2616	CITY OF BREA	07/27/2018	1003	511	REIMB COSTS 17/18 JUN	\$16,292.68
<b>CITY OF BREA</b>					<b>Total Check Amount:</b>	<b>\$16,292.68</b>
2617	HERITAGE PLAZA APARTMENTS	07/27/2018	1917	511626224	SENIOR SUBSIDY AUG18	\$1,016.00
<b>HERITAGE PLAZA APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$1,016.00</b>
2618	HOLLYDALE MOBILE ESTATES	07/27/2018	4250	511626224	SENIOR SUBSIDY AUG18	\$254.00
<b>HOLLYDALE MOBILE ESTATES</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2619	HOLLYDALE MOBILE ESTATES	07/27/2018	4577	511626224	SENIOR SUBSIDY AUG18	\$254.00
<b>HOLLYDALE MOBILE ESTATES</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2620	LAKE PARK BREA	07/27/2018	2433	511626224	SENIOR SUBSIDY AUG18	\$2,286.00
<b>LAKE PARK BREA</b>					<b>Total Check Amount:</b>	<b>\$2,286.00</b>
2621	ORANGE VILLA SENIOR APARTMENTS	07/27/2018	2132	511626224	SENIOR SUBSIDY AUG18	\$254.00
<b>ORANGE VILLA SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2622	RICHARDS WATSON & GERSHON	07/27/2018	2280	511000000	GEN LEGAL SVCS JUN18	\$2,180.00
	RICHARDS WATSON & GERSHON	07/27/2018	2280	511000000	GEN LEGAL SVCS MAY18	\$2,498.00
<b>RICHARDS WATSON &amp; GERSHON</b>					<b>Total Check Amount:</b>	<b>\$4,678.00</b>
2623	VINTAGE CANYON SENIOR APARTMENTS	07/27/2018	4081	511626224	SENIOR SUBSIDY AUG18	\$1,016.00
<b>VINTAGE CANYON SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$1,016.00</b>

**Overall - Total    \$30,139.88**

**City of Brea**

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Adoption of the Successor Agency Resolution Authorizing Investment in the Local Agency Investment Fund for the Successor Agency to the Brea Redevelopment Agency

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**RECOMMENDATION**

Adopt the resolution authorizing the City Treasurer and Administrative Services Director to invest monies on behalf of the Successor Agency to the Brea Redevelopment Agency in the State of California Treasurer's Office Local Agency Investment Fund (LAIF).

**BACKGROUND/DISCUSSION**

The City of Brea and the Brea Redevelopment Agency have been investing funds in LAIF since 1977. LAIF has proven to be a steady, consistent source of investment income providing ready access to operation funds on an as-needed basis, in a manner similar to a money market fund for a private individual or family.

The LAIF program offers local agencies the opportunity to participate in a major portfolio, which invests hundred of millions of dollars utilizing investment expertise of the Treasurer's Office investment staff at no additional cost to the taxpayer. The LAIF in-house management team is composed of experienced investment professionals. On March 6, 2012 the City Council adopted City Resolution No. 2012-018 which authorized the investment of monies in the Local Agency Investment Fund (LAIF) for the Successor Agency to the Brea Redevelopment Agency. Staff wanted to be careful under the Dissolution Act for all California Redevelopment Agencies that it was not in violation of entering into a contract, so they chose to have the City Council adopt a City Resolution rather than a Successor Agency Resolution.

With a greater understanding of the Dissolution Act, Staff feels more comfortable with the adoption of the Successor Agency Resolution rather than a City Resolution for the investment of Successor Agency funds. This action does not qualify as an enforceable obligation.

Periodically, LAIF requests that participating agencies review and update authorizing documents, including the attached resolution authorizing investment of monies in the Local Agency Investment Fund for the Successor Agency. This action allows both the City Treasurer and Administrative Services Director to authorize appropriate personnel to deposit or withdraw monies in/from the Local Agency Investment Fund on behalf of the Successor Agency to the Brea Redevelopment Agency. Both signatures are required to make any changes to the authorized personnel list.

**COMMISSION/COMMITTEE RECOMMENDATION**

On July 23, 2018 the Investment Advisory Committee reviewed the Successor Agency Resolution authorizing the City Treasurer and Administrative Services Director to invest monies on behalf of the Successor Agency to the Brea Redevelopment Agency in the State of California Treasurer's Office Local Agency Investment Fund (LAIF) and recommended for City Council approval.

**FISCAL IMPACT/SUMMARY**

There is no fiscal impact from the adoption of the LAIF resolution.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Faith Madrazo, Revenue & Budget Manager

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Resolution

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## **RESOLUTION NO. SA 2018-05**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA, AS SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND FOR THE SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY**

#### **A. RECITALS:**

(i) Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

(ii) The City Council does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the Successor Agency to the Brea Redevelopment Agency.

#### **8. RESOLUTION:**

**NOW THEREFORE**, the City Council of the City of Brea, as Successor Agency to the Brea Redevelopment Agency does hereby find, determine and resolve as follows:

1. Authorize the deposit and withdrawal of Successor Agency to the Brea Redevelopment Agency monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's

Office of all banking information provided in that regard.

2. That the following City of Brea, or their successors in office, shall be authorized to assign personnel to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

City Treasurer, Richard Rios

Administrative Services Director, Cindy Russell

**APPROVED AND ADOPTED** this 21st day of August, 2018.

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Glenn Parker, Mayor

ATTEST: \_\_\_\_\_  
Lillian Harris-Neal, City Clerk

August 21, 2018  
**RESO. SA 2018-05**

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, as Successor Agency, held on the 21<sup>st</sup> day of August, 2018 by the following vote:

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

DATED:\_\_\_\_\_

\_\_\_\_\_  
Lillian Harris-Neal, City Clerk



## City of Brea

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### **COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** City of Brea/Successor Agency to the Brea Redevelopment Agency Statement of Investment Policy

---

### **RECOMMENDATION**

Approve the City of Brea/Successor Agency to the Brea Redevelopment Agency Statement of Investment Policy

### **BACKGROUND/DISCUSSION**

State law allows the City Council to annually adopt the Statement of Investment Policy. Thus, per the City's fiscal policies, "The City Treasurer will annually submit an investment policy to the City Council for review and adoption." The Investment Policy serves as a guideline for the investment of City and Successor Agency funds. The Brea Investment Advisory Committee annually reviews the Statement of Investment Policy for the City of Brea and the Successor Agency to the Brea Redevelopment Agency.

There have been no recent State Government code changes that are applicable and need to be reflected in the policy at this time. However, the Investment Advisory Committee (IAC), is recommending, based upon Staff's input, the following three (3) changes to the City's Investment Policy:

1. Under the section titled, "Investment Instruments," Staff recommends removing "Water rights/preferred stock/common stock of a private mutual water company."
2. Under the section titled, "Investment Advisory Committee - B. Composition of Committee,  
2. City Council Member (selected by the City Council), Staff recommends adding "who serves as the Chair."
3. Under the section titled, "Investment Advisory Committee - B. Composition of Committee,  
5. Staff recommends changing from two (2) to three (3) Brea Citizens (selected by the City Council with the City Treasurer as subcommittee members).

Regarding the first change, fee-title water rights are capital assets as opposed to investments and have been correctly reported as such since their acquisition, which is consistent with the guidance provided by the Governmental Accounting Standards Board (GASB). Therefore, water rights should not be included in the City's Investment Policy. Additionally, based on the guidance provided by the GASB and concurrence of the City's auditor, Vavrinek, Trine, Day & Co., the Class "A" preferred stock and common stock in Cal Domestic Water Company have been classified as capital assets and an other non-current asset, respectively, as opposed to Other Investments. These stocks represent water rights and/or entitle the City to access water as part of the overall operation of providing water service to the community, as opposed to an

investment instrument acquired and being held for the purpose of income or generating cash. Therefore, these should be removed from the City's Investment Policy.

The second and third changes involve aligning the Investment Policy with recent changes made by the City Council. On July 5, 2016, the City Council adopted Resolution 2016-055 which designates a City Council Member (selected by the City Council) as the Chair of the Investment Advisory Committee. In addition, on February 20, 2018, the City Council adopted Resolution No. 2018-011 which changed the at-large members selected by the City Council from two (2) to three (3).

**COMMISSION/COMMITTEE RECOMMENDATION**

The Investment Advisory Committee at its meeting on July 23, 2018 reviewed the Updated Statement of Investment Policy and approved recommending the updated Statement of Investment Policy.

**FISCAL IMPACT/SUMMARY**

There is no fiscal impact from the adoption of the Statement of Investment Policy.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Faith Madrazo, Revenue & Budget Manager  
Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Investment Policy

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# **City Of Brea / Successor Agency to the Brea Redevelopment Agency**

FINAL

## **STATEMENT OF INVESTMENT POLICY**

**August 21, 2018**

### **Purpose**

This statement is intended to provide a guideline for the prudent investment of funds and to outline the policies for maximizing the efficiency of the City of Brea and Successor Agency to the Brea Redevelopment Agency ("City") cash management system. The ultimate goal is to enhance the economic status of the City while protecting its pooled funds. This investment policy has been prepared so as to be in conformance with all pertinent existing laws of the State of California for General Law cities.

### **Objective**

The cash management system of the City is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible. The City attempts to obtain a market rate of return without incurring undue risk to principal. The objectives of such investments are: 1) preserve capital, 2) maintain financial flexibility/liquidity, and 3) obtain a competitive rate of return on the City's investments.

### **Scope**

This investment policy applies to the decisions and activities of the City with regard to investing the financial assets of all funds, including the following: General Fund, Special Revenue Funds, Assessment Funds, Enterprise Funds, Internal Service Funds, Capital Projects Funds, Debt Service Funds, Reserve Funds, Trust and Agency Funds, and any other funds that may be created from time to time. This policy does not apply retiree health care savings/trust/plan(s) or deferred compensation plans.

### **Investment Responsibility**

Investments decisions of the City funds are the responsibility of the City Treasurer and Administrative Services Director, and shall comply with the Investment Policy of the City. These responsibilities include the authority to open accounts with banks, brokers and dealers and to establish safekeeping accounts or other arrangements for the custody of securities and to execute such documents as may be necessary.

Those authorized to execute transactions for the City include the: 1) City Treasurer, 2) Administrative Services Director, 3) Revenue and Budget Manager, and 4) those specifically deputized by the City Treasurer and Administrative Services Director with said authorization to be filed with the City Clerk. The City Treasurer and Administrative Services Director shall insure that an authorized person is available at all times to execute the City's investments. Investment managers, brokers and dealers are to be provided with a list of specified names of those persons authorized to execute transactions. The City Council may authorize the delegation of a portion of investments to an outside investment manager.

### **Reporting**

The City Treasurer and Administrative Services Director shall be responsible for reporting the status of investments to the City Council and City Manager on a monthly basis. The Investment Advisory Committee will review the status of investments on a quarterly basis. Reports are to be submitted to the City Council and City Manager by the 3<sup>rd</sup> City Council meeting following the end of the reporting month.

These reports shall include the type of investment, institution, face amount, market value, book value, interest rate, date of maturity, compliance to the investment policy, and a statement that denotes the ability to meet expenditure requirements for the next six months.

If the City has an outside Investment Manager, the Investment Manager shall periodically report on the activity and results of the funds being managed by the Investment Manager. Additionally, the Investment Manager shall notify the Investment Advisory Committee when investment portfolios demonstrate low performance, if any, which occurs between each periodic report.

### **Prudence**

The standard of prudence to be applied by the City Treasurer, Administrative Services Director, Revenue and Budget Manager, and those specifically deputized by the City Treasurer and Administrative Services Director with said authorization to be filed with the City Clerk shall be the "prudent investor" standard, as defined under Government Code Section 53600.3 which states, "When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City/Successor Agency to the Brea Redevelopment Agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

### **Ethics and Conflicts of Interest**

Officers and employees involved in the City investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. City employees and investment officials shall disclose any material financial interests in financial institutions that conduct business within the City, and they shall further disclose any personal financial/investment positions that could be related to the performance of the City's portfolio. City employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

### **Investment Instruments**

Funds of the City may be invested in any instrument allowable under current legislation of the State of California (Government Code Section 53600 et sec.) so long as the investment is appropriate and consistent with this Investment Policy taking into consideration the City's investment objectives. Investment instruments may include:

- U.S. Treasury Obligations (Bills, Notes and Bonds)
- U.S. Government Agency Securities and Instrumentality's of Government Sponsored Corporations, including a maximum of 5% in callable bonds issued by such agencies
- Banker's Acceptances
- Commercial Paper
- Repurchase Agreements (requires a master repurchase agreement to be signed and on file with the bank or broker/dealer)

- Certificates of Deposit
- Negotiable Certificates of Deposit
- Passbook Savings Accounts
- Interest Bearing Checking Accounts
- Medium Term Corporate Notes
- Bank Money Market Accounts
- Local Agency Investment Fund (State Pool)
- County of Orange Investment Fund (County Pool)
- Other investments that are, or may become, legal investments through the State of California Government Code.

Provisions of Government Code Section 53601 shall be adhered to at all times. This includes, but is not limited to, the following restrictions:

- Bankers Acceptances cannot exceed 40% of the portfolio nor exceed 180 days;
- Commercial Paper cannot exceed 25% of the portfolio. Commercial Paper must be rated P-1 (Moody's), A-1 (Standard & Poor's) and cannot exceed 270 days;
- Money Market Funds cannot exceed 20% of the portfolio;
- Medium Term Corporate Notes cannot exceed 30% of the portfolio and must carry a minimum A rating;
- Pass-through securities including Collateralized Mortgage Obligations cannot exceed 20% of the portfolio.
  - Collateralized Mortgage Obligations must pass the Federal Financial Institution Examination Council (FFIEC) liquidity test to be an eligible investment for the City
  - Asset Backed Securities are limited to a maximum of 10% of the portfolio at time of purchase
    - Maximum maturity of 5 years
    - Asset Backed Security must be rated AA or higher
    - Underlying issuer rating must meet the requirements of code (i.e. A3 or A- minimum)
- Supranational Securities must be rated AA or higher, cannot exceed 15% of the portfolio and no more than 5% of portfolio per issuer. The maximum maturity cannot exceed 5 years.
- Additionally, the City will use the guidelines established by the joint committee of the California Municipal Treasurers Association and the California Society of Municipal Finance Officers as the basis for investing in government investment pools.

For purposes of complying with legal investment limitations, the percentage references pertaining to the above refers to the maturity value of the portfolio at the time of purchase.

### **Prohibited Investments**

The City shall not invest any funds in derivatives, inverse floaters, range notes, or interest-only strips that are derived from a pool of mortgages. The City shall not invest any funds in any security that could result in a zero interest accrual if held to maturity.

### **Collateralization**

Collateralization shall be required on two types of investments: Certificates of deposit and repurchase (and reverse repurchase) agreements. A collateral agreement must be current and on file before any funds can be transferred for collateralized certificates of deposit.

Collateral shall be held by an independent third party with whom the City has a current written custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. The right of collateral substitution is granted in accordance with the following requirements:

- A. Certificates of Deposit
  1. Government securities used as collateral require one hundred and ten (110) percent of market value to the face amount of the deposit
  2. Promissory notes secured by first trust deeds used as collateral require one hundred and fifty (150) percent of market value to the face amount of the deposit
  3. Irrevocable letters of Credit issued by the Federal Home Loan Bank of San Francisco require one hundred and five (105) percent of market value to the face amount of the deposit
- B. Repurchase and Reverse Repurchase Agreements
  1. Only U.S. Treasury securities or federal agency securities are acceptable collateral. All securities underlying repurchase agreements must be delivered to the City's custodian bank versus payment or be handled under a properly executed tri-party repurchase agreement. The total market value of all collateral for each repurchase agreement must equal or exceed one hundred and two (102) percent of the total dollar value of the money invested by the City for the term of the investment. For any repurchase agreement with a term of more than one (1) day, the value of the underlying securities must be reviewed on an ongoing basis according to market conditions. Market value must be calculated each time there is a substitution of collateral.
  2. The City or its trustee shall have perfected first security interest under the Uniform Commercial Code in all securities subject to a repurchase agreement.

### **Investment Criteria**

Criteria for selecting investments and the order of priority are:

- A. Safety

The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. The City only operates in those investments that are considered very safe.
- B. Liquidity

This refers to the ability to convert an investment into cash at any moment in time with

a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality when there is an occasional need for funds. The potential fluctuations in market value and the expected future availability of reasonable bids in the market are to be important considerations when selecting an investment.

C. Yield

Yield is the potential dollar earnings an investment can provide and sometimes is described as the rate of return.

**Diversification**

The City will diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, or individual financial institutions. In no case, without prior notification and approval from the City Council, shall the amount invested in one entity at the time of purchase exceed 5% of the total portfolio, with the following exceptions:

- U.S. Federal Government Agency Obligations of one specific entity cannot exceed 25% of the maturity value of the portfolio at the time of purchase.
- U.S. Treasury Obligations (Treasury Bills, Treasury Strips, Bonds, Notes) directly backed by the full faith and credit of the United States for payment of principal and interest shall not be subject to a maximum percentage of the portfolio.
- Approved State and County investment pools together cannot exceed 60% of the maturity value of the portfolio at the time of purchase, and no more than 40% of the maturity value at the time of purchase can be deposited in any one particular pool.

**Investment Pools**

The City Treasurer, Administrative Services Director and City Council have determined that use of investment pools is a practical investment option. The City will utilize guidelines established by the California Municipal Treasurers Association and California Society of Municipal Finance Officers to ensure the safety of investment pools which includes a thorough investigation of the pool/fund prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

**Maturity Limitations**

Every investment instrument purchased must have a term remaining to maturity of less than five years, unless the investment is for the Senior Low Cost Housing Subsidy Program, bond proceeds for the Reserve Fund, funded/capitalized interest fund; or the City Council has granted express authority to make that investment, either specifically or as part of an investment program approved by the City Council no more than three months prior to

the investment. When possible, a minimum of 25% of the portfolio should be in maturities of one year or less.

### **Safekeeping and Custody**

All security transactions, including collateral for repurchase agreements, entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis which ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities shall be held by a third-party custodian designated by the City and evidenced by safekeeping receipts with a written custodial agreement. The only exception to the foregoing shall be depository accounts and securities purchases made with: LAIF, direct time certificates of deposit and money market mutual funds, since the purchased securities are not deliverable. Settlement instructions sent to the safekeeping agent shall require authorization.

Monthly trust statements are reconciled to the Investment Reports by the City's Accountant. The City's Accountant performs reconciliation of the monthly bank statements. The periodic review of the investment portfolio, including investment types, purchase price, market values, maturity dates, and investment yields as well as conformance to the stated investment policy will be performed by the Investment Advisory Committee.

### **Qualified Broker/Dealers**

For those investments managed directly by the City, the City shall maintain a listing of broker/dealers that are approved by the Investment Advisory Committee for investment purposes. All broker/dealers who desire to bid for investment transactions must supply the City with the following information; a completed broker/dealer questionnaire, audited financial statements, proof of National Association of Security Dealers' certification, trading resolution, proof of California registration, and certification of having read the City of Brea's investment policy.

The Investment Advisory Committee will conduct an annual review of the qualified broker/dealers. The decision to add or subtract from the authorized list of broker/dealers will be based on many factors to include, but not limited to, products offered, service levels, references, etc. No single factor will determine the Committee's final decision. A current audited financial statement is required to be on file for each broker/dealer with which the City of Brea invests. The City's authorized brokers/dealers shall provide written confirmation of having read and understood the City's investment policy and that all investments recommended by them will be suitable for the City of Brea.

### **Monitoring and Adjusting the Portfolio**

The City Treasurer and Administrative Services Director will routinely monitor the contents, performance and risk profile of the investment portfolio, the investment alternatives, and the relative values of competing investment instruments and will adjust the portfolio accordingly based on the approved Statement of Investment Policy on a quarterly basis. The City Council shall also bear a responsibility for monitoring the implementation of this policy and the safeguarding of the City's Treasury.

### **Performance Standards**

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.



The Treasurer and Administrative Services Director shall monitor and evaluate the portfolio's performance relative to market benchmark, which will be included in the Treasurer's monthly report. The Treasurer and Administrative Services Director shall select an appropriate, readily available index to use as a market benchmark.

### **Monthly Reporting**

Monthly investment reports will be submitted by the City Treasurer and Administrative Services Director to the City Council. These reports will disclose, at a minimum, the following information about the characteristics of the City's portfolio:

- A. An asset listing showing par value, cost and accurate and complete market value of each security, type of investment, issuer, and interest rate.
- B. Monthly transactions for the period.
- C. A one-page summary report that shows:
  - 1. Average maturity of the portfolio and modified duration of the portfolio;
  - 2. Maturity distribution of the portfolio;
  - 3. Average portfolio credit quality; and,
  - 4. Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months, year to date, and since inception compared to the City's market benchmark returns for the same periods;
- D. A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
- E. A statement that the City has adequate funds to meet its cash flow requirements for the next six months.

### **Bond Funds/Arbitrage**

The U.S. Tax Reform Act of 1986 requires the City to perform annual arbitrage calculations and rebate excess earnings from investments of proceeds of bond issues sold after the effective date of this law to the U.S. Treasury. This arbitrage calculation may be contracted with an outside source to provide the necessary technical assistance to comply with this regulation. Funds subject to the 1986 Tax Reform Act will be kept segregated from other funds and records will be kept in a fashion to facilitate the calculations. The City's investment position relative to the new arbitrage restrictions is to continue pursuing the maximum yield on applicable investments while ensuring the safety of capital and liquidity. It is a fiscally sound position to continue maximization of yield and to rebate excess earnings, if necessary.

### **Review and/or Modification**

The City Treasurer and Investment Advisory Committee shall be responsible for reviewing and recommending modifications to the Statement of Investment Policy and submitting it to the City Council for approval on an annual basis. However, the City Treasurer and Administrative Services Director may, at any time, further restrict the investments approved for purchase as deemed appropriate.

### **Internal Controls**

The City Treasurer and Administrative Services Director shall organize the investment function so that specific responsibility for the performance of duties is assigned with a clear line of authority and reporting. The functions of authorizing, executing and recording

transactions, custody of investments and performing reconciliation's will be handled by separate persons to reduce the risk that anyone person is in a position to conceal errors or fraud in the normal course of duty. While no internal control system, however elaborate, can guarantee absolute assurance that the City's assets are safeguarded, it is the intent of the City's internal control system to provide reasonable assurance that management of the investment function meets the City's objectives. These internal controls shall be reviewed annually by the independent auditor who shall review and comment upon the content of this policy, the effectiveness of its implementation and applicable management controls with regard to its implementation and the safeguarding of the City's Treasury funds.

### **Investment Advisory Committee**

An Investment Advisory Committee ("Committee") is established to review and make recommendations on the Investment Policy and investment strategy of the City of Brea/Successor Agency to the Brea Redevelopment Agency and to strengthen the internal control of the management of the City's funds. The following are the duties and responsibilities of the Committee:

#### **A. Purpose**

1. To review and make recommendations on investment policy and investment strategy of the City of Brea/Successor Agency to the Brea Redevelopment Agency.
2. To review the City's investments on a periodic basis and to recommend any exceptions and/or changes to the policy, to the City Council for review and approval.

#### **B. Composition of Committee**

1. City Treasurer
2. City Council Member, who serves as the Chair (selected by the City Council)
3. Administrative Services Director
4. Revenue and Budget Manager
5. Three (3) Brea Citizens (selected by the City Council with the City Treasurer as subcommittee members)

#### **C. Functions**

1. Annually (or as needed)
  - a. To review and approve Statement of Investment Policy
  - b. To review the financial condition and registrations of qualified broker/dealers (Only required when investments are managed by the City)
2. Monthly or Quarterly
  - a. To review the City's investments
  - b. To recommend any modifications to the Investment Policy
  - c. To develop and carry out the ongoing investment strategy in accordance with the Investment Policy
  - d. To provide a status report at a study session of the City Council as requested

The function of the Committee is not to inhibit the daily operation of the Administrative Services Department, but to provide policy guidelines within which to work on a day-to-day basis. By this, it is meant that each individual trade need not be approved by the Committee at the time it is transacted provided that it falls within the scope of the Statement of Investment Policy.

### **Disclosure**

Members of the Committee shall be required to comply with the Fair Political Practices Act reporting requirements (Form 700) on an annual basis and submit filings to the City Clerk's Office.

**SEGREGATION OF RESPONSIBILITIES**  
**(External)**

<b>FUNCTION</b>	<b>RESPONSIBILITY</b>
Develop formal Statement of Investment Policy	Administrative Services Director Revenue and Budget Manager
Recommend modifications to Investment Policy	City Treasurer Administrative Services Director Revenue and Budget Manager
Review formal Statement of Investment Policy and recommend a Council action	City Treasurer Investment Advisory Committee
Adopt formal Statement of Investment Policy	City Council
Select investments	Outside Investment Manager
Execute investment transactions and fax or email completed trade information to City	Outside Investment Manager
Review transactions for compliance with investment policy	City Treasurer, Administrative Services Director, or Revenue and Budget Manager
Investment verification (match broker confirmation to trade information provided by outside Investment Manager to City investment records)	Administrative Services Director, or Revenue and Budget Manager
Record investment transactions into City's accounting records	City Accountant
Reconcile investment records to accounting records and bank statements and report any variances to Administrative Services Director and City Treasurer	City Accountant
Security	Time Certificates of Deposit will be maintained in the City's vault in the care of the City Treasurer and Administrative Services Director. All other investment securities will be held in safekeeping in the trust department of the City's Depository Bank, or other third party custodian as designated by the City Treasurer or Administrative Services Director.

## SEGREGATION OF RESPONSIBILITIES

### (Internal)

FUNCTION	RESPONSIBILITY
Develop formal Statement of Investment Policy	City Treasurer Administrative Services Director Revenue and Budget Manager
Recommend modifications to Statement of Investment Policy	City Treasurer Administrative Services Director Revenue and Budget Manager Investment Advisory Committee
Review formal Statement of Investment Policy and recommend City Council action	Investment Advisory Committee
Annually review and adopt a formal Statement of Investment Policy	City Council
Select investments	Administrative Services Director, or Revenue and Budget Manager
Approve transactions	Administrative Services Director
Execute investment transactions	Administrative Services Director
Investment verification (match broker confirmation to City investment records)	Administrative Services Director, or Revenue and Budget Manager
Record investment transactions into City's accounting records	City Accountant
Reconcile investment records to accounting records and bank statements and report any variances to the Administrative Services Director	City Accountant
Security	Time Certificates of Deposit will be maintained in the City's vault in the care of the City Treasurer and Administrative Services Director. All other investment securities will be held in safekeeping in the trust department of the City's Depository Bank, or other third party custodian as designated by the City Treasurer or Administrative Services Director

## GLOSSARY

**AGENCIES:** Federal agency securities and/or Government-sponsored enterprises.

**ASKED:** The price at which securities are offered.

**BANKERS' ACCEPTANCE (BA):** A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BENCHMARK:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**BID:** The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

**BOOK VALUE:** The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or plus accretion of discount.

**BROKER:** A broker brings buyers and sellers together for a commission.

**CALIFORNIA MUNICIPAL TREASURERS ASSOCIATION (CMTA):** Is the professional society of active public treasurers of California counties, cities and special districts. It sets ethical standards for the treasury profession in state and local governments in California.

**CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS (CSMFO):** Is a professional association of state, county and local government finance officers in California. CSMFO is the statewide organization serving all of California municipal finance professionals, an affiliate of the nationwide Government Finance Officers Association (GFOA).

**CERTIFICATE OF DEPOSIT (CD):** A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CD's are typically negotiable.

**COLLATERAL:** Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COMMERCIAL PAPER:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):** The official annual report of the (*entity*). It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

**CORPORATE BOND:** A debt security issued by corporation and sold to investors. The backing for the bond is usually the payment ability of the company, which is typically money to be earned from future operations.

**COUPON:** (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE:** A bond secured only by the general credit of the issuer.

**DELIVERY VERSUS PAYMENT:** There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DERIVATIVES:** (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

**DISCOUNT:** The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES:** Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value (*e.g., U.S. Treasury Bills.*)

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**DURATION:** A measure of the sensitivity of the price (the value of principal) of a fixed-income investment to a change in interest rates. Duration is expressed as a number of years. Rising interest rates mean falling bond prices, while declining interest rates mean rising bond prices.

**FEDERAL CREDIT AGENCIES:** Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, *e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.*

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC):** A federal agency that insures bank deposits, currently up to \$250,000 per entity.

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL (FFIEC):** The Council is a formal interagency body empowered to prescribe uniform principles, standards, and report forms for the federal examination of financial institutions by the Board of Governors of the Federal Reserve System (FRB), the Federal Deposit Insurance Corporation (FDIC), the National Credit Union Administration (NCUA), the Office of the Controller of the Currency (OCC) and the Consumer Financial Protection Bureau (CFPB), and to make recommendations to promote uniformity in the supervision of financial institutions.

**FEDERAL FUNDS RATE:** The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

**FEDERAL HOME LOAN BANKS (FHLB):** Government sponsored wholesale banks (currently 12 regional banks), which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):** FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL OPEN MARKET COMMITTEE (FOMC):** Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**FEDERAL RESERVE SYSTEM:** The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae):** Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FHA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

**INTEREST:** The amount earned while owning a debt security, generally calculated as a percentage of the principal amount.

**INVERSE FLOATER:** A bond or other type of debt whose coupon rate has an inverse relationship to a benchmark rate. An inverse floater adjusts its coupon payment as the interest rate changes. This investment is prohibited under in the City's and Successor Agency to the Brea Redevelopment Agency Investment Policy.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL GOVERNMENT INVESTMENT POOL (LGIP):** The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.



**MARKET VALUE:** The price at which a security is trading and could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all future transactions between the parties to repurchase—reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**OFFER:** The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

**OPEN MARKET OPERATIONS:** Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

**PASSBOOK SAVINGS ACCOUNT:** A savings account in which deposits and withdrawals are recorded in the depositor's passbook.

**PASS-THROUGH SECURITY:** A pool of fixed income securities backed by a package of assets (i.e. mortgages) where the holder receives the principal and interest payments.

**PORTFOLIO:** Collection of securities held by an investor.

**PRIMARY DEALER:** A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRINCIPAL:** The face value or par value of an investment.

**PRUDENT PERSON RULE:** An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state—the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

**PRUDENT INVESTOR STANDARD:** Is a standard defined under State Government Code Section 53600.3 that states when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic

conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City/Successor Agency to the Brea Redevelopment Agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

**QUALIFIED PUBLIC DEPOSITORIES:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

**REPURCHASE AGREEMENT (REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this.

**REVERSE REPURCHASE AGREEMENT (REVERSE REPO):** A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is similar to a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is a borrowing.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

**SECONDARY MARKET:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES & EXCHANGE COMMISSION:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**SEC RULE 15(C)3-1:** See Uniform Net Capital Rule.

**STRUCTURED NOTES:** Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

**TREASURY BILLS:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

**TREASURY BONDS:** Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

**TREASURY NOTES:** Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

**UNIFORM NET CAPITAL RULE:** Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

**YIELD:** The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD** or **YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members

**FROM:** Bill Gallardo, City Manager

**DATE:** 08/21/2018

**SUBJECT:** Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending June 30, 2018

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**RECOMMENDATION**

Receive and file.

**BACKGROUND/DISCUSSION**

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of June 2018. Funds received by the Successor Agency are typically spent within three to six months; therefore are not invested long-term. The Successor Agency's Local Agency Investment Fund (LAIF) is used for short-term investments and functions like a savings account until funds are required to meet expenditures needs. Attachment A includes a Portfolio Summary and Holdings Report prepared by Chandler Asset Management for the funds invested on behalf of the Successor Agency. As of June 30, 2018, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$1,127,526.02 in comparison to \$1,125,816.28 at May 31, 2018. The Successor Agency to the Brea Redevelopment Agency has sufficient cash flow to meet its expected expenditures for the next six months.

The Successor Agency also has restricted (fiscal agent) cash and investment accounts related to its various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of June 30, 2018, the market value of these funds, including short-term cash and accrued interest was \$17,101,676.73 as compared to \$17,076,589.33 as of May 31, 2018.

**COMMISSION/COMMITTEE RECOMMENDATION**

On July 23, 2018, the Investment Advisory Committee reviewed the Monthly Report of Investments and recommended that the City Council receive and file.

**FISCAL IMPACT/SUMMARY**

During the month of June, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$1,709.74 due to changes in market value. The total value of the restricted cash and investments increased by \$25,087.40 primarily due to changes in market value.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Management Analyst

Concurrence: Cindy Russell, Administrative Services Director

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**Attachments**

Attachment A

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**Successor Agency to the Brea Redevelopment Agency**  
**Cash and Investment Information**  
June 30, 2018

		<b>Cost Value</b>	<b>Market Value*</b>
<b>Demand and Interest-Bearing Checking Accounts</b>	Citizen's Bank	\$ 1,020,532.17	\$ 1,020,532.17
<b>Local Agency Investment Fund</b>	LAIF	\$ 1,122,612.78	\$ 1,127,526.02
<b><u>Fiscal Agent Cash &amp; Investments</u></b>			
2003 Tax Allocation Bonds	Chandler/BNY	\$ 895.69	\$ 895.69
2004 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 333,660.88	\$ 333,660.88
2011 Tax Allocation Bonds, Series A	Chandler/BNY	\$ 5,360,826.21	\$ 5,355,779.30
2013 Tax Allocation Bonds	Chandler/BNY	\$ 8,938,935.87	\$ 8,938,935.87
2016 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 1,340,965.09	\$ 1,340,965.09
2017 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 1,131,439.90	\$ 1,131,439.90
<b>Sub-total - Fiscal Agent Cash &amp; Investments</b>		<b>\$ 17,106,723.64</b>	<b>\$ 17,101,676.73</b>
<b>Grand Total</b>		<b>\$ 19,249,868.59</b>	<b>\$ 19,249,734.92</b>

\* Includes accrued interest on invested funds

**Successor Agency to the Brea Redevelopment Agency**  
**Cash and Investment Information**  
June 30, 2018

<b>Fiscal Agent Cash &amp; Investments Detail</b>		<b>Cost Value</b>	<b>Market Value</b>
	2003 Tax Allocation Bonds - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 895.69	\$ 895.69
	<b>Sub-total</b>	<b>\$ 895.69</b>	<b>\$ 895.69</b>
	2004 Brea Public Financing Authority Lease Revenue Bond - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 333,660.88	\$ 333,660.88
	<b>Sub-total</b>	<b>\$ 333,660.88</b>	<b>\$ 333,660.88</b>
10156	2011 Tax Allocation Bonds, Series A - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 5,360,826.21	\$ 5,355,779.30
	<b>Sub-total</b>	<b>\$ 5,360,826.21</b>	<b>\$ 5,355,779.30</b>
	2013 Tax Allocation Bonds - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 8,938,935.87	\$ 8,938,935.87
	<b>Sub-total</b>	<b>\$ 8,938,935.87</b>	<b>\$ 8,938,935.87</b>
	2016 Tax Allocation Refunding Bonds, Series A & B - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 1,340,965.09	\$ 1,340,965.09
	<b>Sub-total</b>	<b>\$ 1,340,965.09</b>	<b>\$ 1,340,965.09</b>
	2017 Tax Allocation Refunding Bonds, Series A & B - <b>CHANDLER</b>	\$ -	\$ -
	Short-Term Treasury Funds - <b>BNY</b>	\$ 1,131,439.90	\$ 1,131,439.90
	<b>Sub-total</b>	<b>\$ 1,131,439.90</b>	<b>\$ 1,131,439.90</b>
<b>Report Grand Total</b>		<b>\$ 17,106,723.64</b>	<b>\$ 17,101,676.73</b>



PORTFOLIO CHARACTERISTICS

Average Duration	0.00
Average Coupon	1.90 %
Average Purchase YTM	1.90 %
Average Market YTM	1.90 %
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

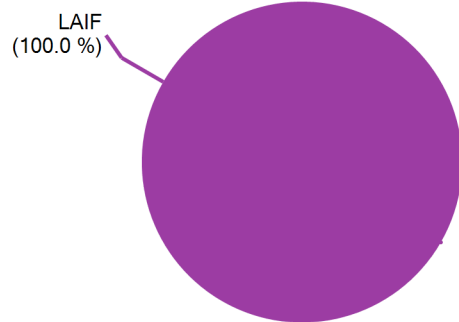
ACCOUNT SUMMARY

	Beg. Values as of 5/31/18	End Values as of 6/30/18
Market Value	1,122,613	1,122,613
Accrued Interest	3,203	4,913
<b>Total Market Value</b>	<b>1,125,816</b>	<b>1,127,526</b>
Income Earned	1,678	1,710
Cont/WD		0
Par	1,122,613	1,122,613
Book Value	1,122,613	1,122,613
Cost Value	1,122,613	1,122,613

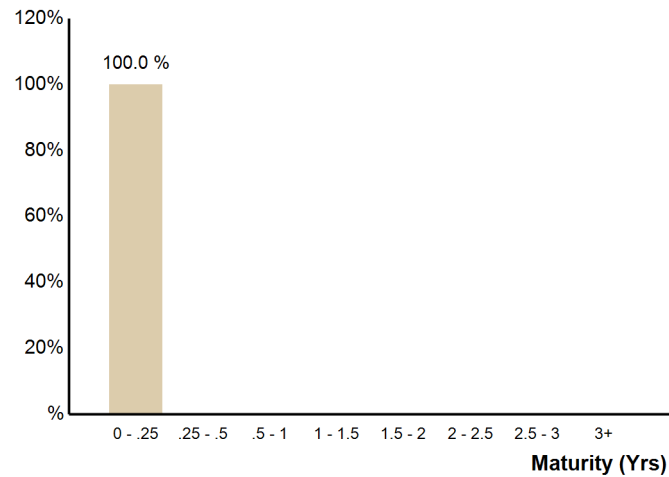
TOP ISSUERS

Issuer	% Portfolio
Local Agency Investment Fund	100.0 %
	<b>100.0 %</b>

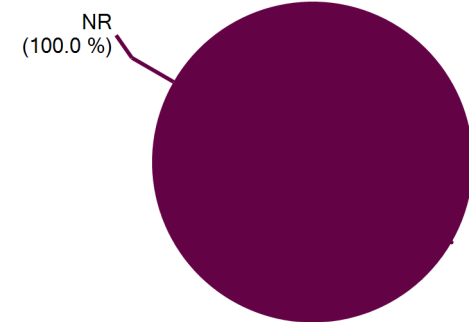
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)







CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	1,122,612.78	Various 1.90 %	1,122,612.78 1,122,612.78	1.00 1.90 %	1,122,612.78 4,913.24	100.00 % 0.00	NR / NR NR	0.00 0.00
Total LAIF		1,122,612.78	1.90 %	1,122,612.78 1,122,612.78	1.90 %	1,122,612.78 4,913.24	100.00 % 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		1,122,612.78	1.90 %	1,122,612.78 1,122,612.78	1.90 %	1,122,612.78 4,913.24	100.00 % 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						1,127,526.02			





Income Earned

5/31/18 Thru 6/30/18

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
<b>Local Agency Investment Fund</b>						
90LAIF\$00	Local Agency Investment Fund State Pool		1,122,612.78	3,203.50	0.00	
		Various	0.00	0.00	0.00	
		Various	0.00	4,913.24	0.00	0.00
		1,122,612.78	1,122,612.78	1,709.74	1,709.74	1,709.74
			1,122,612.78	3,203.50	0.00	
			0.00	0.00	0.00	
			0.00	4,913.24	0.00	0.00
<b>TOTAL Local Agency Investment Fund</b>		<b>1,122,612.78</b>	<b>1,122,612.78</b>	<b>1,709.74</b>	<b>1,709.74</b>	<b>1,709.74</b>
			1,122,612.78	3,203.50	0.00	
			0.00	0.00	0.00	
			0.00	4,913.24	0.00	0.00
<b>TOTAL PORTFOLIO</b>		<b>1,122,612.78</b>	<b>1,122,612.78</b>	<b>1,709.74</b>	<b>1,709.74</b>	<b>1,709.74</b>



## Cash Flow Report

From 06/30/2018

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/16/2018	Dividend	90LAIF\$00	102,095,343.18	Local Agency Investment Fund State Pool	0.00	4,910.60	4,910.60
Jul 2018					0.00	4,910.60	4,910.60
Total					0.00	4,910.60	4,910.60