



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

**Tuesday, February 5, 2019**

6:00 p.m. - Closed Session

6:30 p.m. - Study Session

7:00 p.m. - General Session

*Christine Marick, Mayor*

*Marty Simonoff, Mayor Pro Tem*

*Cecilia Hupp, Council Member*

*Glenn Parker, 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**  
**6:00 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 Legal Counsel Pursuant to Government Code Section 54956.9(d)(2) - Anticipated Litigation.** Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Brea Disposal (Republic) Contract Dispute.

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

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

**3. Public Comment**

**4. Clarify Regular Meeting Topics**

**5. Brea Chamber of Commerce Update**

**DISCUSSION ITEMS**

**6. Southern California Association of Governments (SCAG) General Assembly Delegate and Alternate Appointment**

**7. Appointments to the Arts in Public Places Committee, Cultural Arts Commission, Parks, Recreation and Human Services Commission; and Traffic Committee**

**REPORT**

**8. Council Member Report/Requests**

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

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

9. Pledge of Allegiance: Boy Scout Troop 801
10. Invocation: Torrian Scott, Harvest International Church
11. Proclamations: Career Technical Education Month
12. Presentation - Outgoing Planning Commissioners
13. Oath of Office for Newly Appointed Planning Commissioners
14. Presentation - Parks, Recreation and Human Services Commission Update to City Council
15. Presentation - Traffic Improvements at Cliffwood Avenue/State College Boulevard
16. Report - Prior Study Session
17. Community Announcements
18. Matters from the Audience
19. Response to Public Inquiries - Mayor / City Manager

**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. **Resolution Establishing Recurring and Non-Recurring Fees for Small Wireless Facilities**  
- Conduct a Public Hearing and approve Resolution No. 2019-009 establishing fees for processing permit applications and administering permits for small wireless facilities. There is no fiscal impact to the General Fund.

**Attachments**

Resolution

Cost Analysis

**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**

21. **January 15, 2018 City Council Regular Meeting Minutes** - Approve.

### **Attachments**

Draft Minutes

22. **Budget Adjustments to the City Operating and Capital Improvement Program Budgets for Fiscal Year 2018-19** - Adopt the Resolution Nos 2019-010 and 2019-011 appropriating funds to adjust the Fiscal Year 2018-19 City Operating and Capital Improvement Program Budgets. The City Operating Budget adjustments for the General Fund (110) resulted in an increase in revenues of \$459,263 and an increase in expenditures and transfers out of \$318,994, for a net General Fund increase in revenues of \$140,269.

### **Attachments**

Resolution - City

Resolution - CIP

23. **Consideration of amending the existing classification plan for city employees to include the classification specification and salary range for the position of Senior Fiscal Analyst, amend the position allocation list for FY 2018/19 to reflect the changes, and assign the classification into the City of Brea Administrative and Professional Employees' Association Bargaining Unit for representation purposes** - Adopt Resolution No. 2019-012. There will be a fiscal impact of \$5,970 to the General Fund.

### **Attachments**

Resolution

24. **Professional Services Agreement with Interwest Consulting Group (Interwest) in the Amount Not-To-Exceed \$150,000 for Engineering Project Management Services** - Approve an agreement with Interwest Consulting Group in the annual amount not-to-exceed \$150,000 for two (2) years plus three (3) one-year extensions pending City Council approval. There is no impact to the General Fund.

### **Attachments**

Interwest PSA

Interwest Proposal

25. **Approval to Purchase Suppressors for Police Department Patrol Rifles** - Approve the purchase of suppressors for the Police Department patrol rifles. Funding for the \$39,000.00 purchase was allocated in the FY 2018-19 approved budget.



**Attachments**

Invoice Arms Unlimited

Letter

26. **Professional Services Agreement with LPA, Inc. in the amount not-to-exceed \$50,000 for Parks, Recreation and Human Services Planning Services** - Approve Agreement with LPA, Inc. in the amount not-to-exceed \$50,000. Funding for this project was allocated from the Park Development Fund (250).

**Attachments**

PSA

Exhibit A - Scope of Services

Exhibit B - Insurance

27. **Professional Services Agreement with Civiltec Engineering, Inc. for the Design of Water Main Replacement Project at Various Locations, CIP Project Numbers 7453, 7457, 7459, and 7460** - Approve Professional Services Agreement (PSA) with Civiltec Engineering, Inc. in the amount of \$320,505 plus 10% contingency for the Design of the Water Main Replacement Project at Various Locations. There is no fiscal impact to the General Fund.

**Attachments**

PSA-Civiltec

Civiltec Proposal

28. **Appointments to the North Orange County Cities Joint Powers Authority Board of Directors** - Adopt Resolution No. 2019-013 designating two (2) City Council Members to serve as Directors on the North Orange County Cities Joint Powers Authority (NOCCJPA) Board of Directors and name one additional City Council Member to serve as Alternate to the NOCCJPA Board. There is no fiscal impact to the General Fund.

**Attachments**

Resolution

29. **November and December 2018 Outgoing Payment Logs and January 18 & 25 and February 1, 2019 City Check Registers** - Receive and file.

**Attachments**

November 2018 Outgoing Payment Log

December 2018 Outgoing Payment Log

01-18-19 City Check Register

01-25-19 City Check Register

02-01-19 City Check Register

**CITY/ SUCCESSOR AGENCY - CONSENT**

30. **January 25, 2019 Successor Agency Check Register** - Receive and file.

**Attachments**

01-25-19 SA Check Register

**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."*

31. **FY 2018-19 Mid Year Budget Update and Policy Direction on the City's General Fund Reserves and City's Section 115 Trust Account through PARS** - Receive mid-year budget update presentation; provide policy direction on revising the City's General Fund Reserve Policy from a contingency reserve level of 8 to 10 percent to 25 percent of which 10 percent is for operating reserves and 15 percent is for contingency reserves; and provide input on the City's Section 115 Trust Account through Public Agency Retirement Services (PARS) for future City Council discussion.

**Attachments**

Presentation

32. **Mandatory Commercial Organics Recycling Program (AB 1826)** - Review report, select implementation option and provide direction.

**Attachments**

Attachment 1 - Tier 3 Business List

Attachment 2 - Generator Only Rate Calculation Methodology

Attachment 3 - Sector Rate Calculation Methodology

Attachment 4 - Sector Wide Container Rates

Attachment 5 - Side by Side Container Cost

Attachment 6 - Letter from CalRecycle

**ADMINISTRATIVE ANNOUNCEMENTS**

33. **City Manager**

34. **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:** 02/05/2019

**SUBJECT:** Southern California Association of Governments (SCAG) General Assembly  
Delegate and Alternate Appointment

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**RECOMMENDATION**

Appoint a Delegate and Alternate to represent the City during the Annual SCAG General Assembly (GA).

**BACKGROUND/DISCUSSION**

Founded in 1965, the Southern California Association of Governments (SCAG) is a Joint Powers Authority under California state law, established as an association of local governments and agencies that voluntarily convene as a forum to address regional issue.

The SCAG region encompasses six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 cities in an area covering more than 38,000 square miles. The agency develops long-range regional transportation plans including sustainable communities strategy and growth forecast components, regional transportation improvement programs, regional housing needs allocations and a portion of the South Coast Air Quality management plans.

Each year, the City Council appoints a Delegate and Alternate Representative to attend the SCAG General Assembly (GA) to vote on any policy matter for determination by the General Assembly in the form of a proposed Resolution and/or to propose revisions will be reviewed by the SCAG Bylaws and Resolutions Committee and the Regional Council before being considered at the GA meeting, scheduled for May 2-3, 2019.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Ashley Reid, City Clerk Specialist

Concurrence: Lillian Harris-Neal, City Clerk

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City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Resolution Establishing Recurring and Non-Recurring Fees for Small Wireless Facilities

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**RECOMMENDATION**

Conduct a Public Hearing and approve a Resolution establishing fees for processing permit applications and administering permits for small wireless facilities.

**BACKGROUND/DISCUSSION**

On September 27, 2018, the FCC released its Declaratory Ruling and Third Report and Order (“Order”). The Order significantly limits cities’ ability to manage small wireless facilities proposed to be installed in the public rights-of-way (each, a “SWF”). The Order specifies the maximum amount of recurring and non-recurring fees that are presumed to be “reasonable” with respect to regulation of SWFs.

In order to more fully protect the public health and safety with respect to its public rights-of-ways, on January 15, 2019, the City Council adopted an urgency ordinance regulating SWFs, consistent with the Order. The ordinance provides for the payment of fees, as established by City Council resolution, to process permit applications, and administer permits for SWFs proposed to be attached to City-owned infrastructure.

On or about August 21, 2018, the City Council adopted the City of Brea, Citywide User Fee Study dated October 3, 2017, prepared by NBS (“Fee Study”). The Fee Study establishes the fully-burdened costs to the City in providing various municipal services, by category. The proposed resolution incorporates the Fee Study by reference. Based on the Fee Study, and analysis of the reasonable estimated time to perform the services for which the proposed fees are to be collected, the resolution would establish SWF administrative fees in the following amounts:

- \$500 for a single up-front SWF permit application that includes up to five (5) SWFs (i.e., per each individual facility to be attached to any existing pole or structure), plus an additional \$100 for each SWF beyond five (5)
- \$1000 per pole for any new pole (i.e., not a collocation) intended to accommodate one or more SWFs proposed to be installed by a wireless provider in the City’s rights-of-way.

The fees do not exceed the “presumed reasonable” amounts set forth in the Order. Furthermore, the resolution sets forth the City Council’s finding that the fee amounts do not exceed the reasonable estimated costs to the City in providing the services to which the fees

apply. See Attachment A for an analysis of the estimated time to perform the services for which the fees are to be collected. This estimate is based on hours spent for management, plan check and inspection on similar encroachment permits issued in the past.

Notice of a Public Hearing to consider adoption of this resolution and establishment of fees, was published as required by law on January 24, 2019.

**FISCAL IMPACT/SUMMARY**

Since the ordinance provides for the recovery of administrative costs, the adoption of this fee resolution will provide for cost recovery and, therefore, should create no significant fiscal impact. Staff recommends that the resolution be adopted. Staff has already begun to receive inquiries concerning the City’s SWF regulations and receipt of applications for SWFs is anticipated to promptly occur. Having established fees will ensure that cost to the City in processing and administering permits for SWFs will be minimized.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Michael Ho, P.E., Deputy Director of Public Works/City Engineer  
Concurrence: Tony Olmos, P.E., Public Works Director

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**Attachments**

Resolution  
Cost Analysis

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## **RESOLUTION NO. 2019-009**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA ESTABLISHING RECURRING AND NON-RECURRING ADMINISTRATIVE FEES APPLICABLE TO SMALL WIRELESS FACILITY PERMITS.**

#### **A. Recitals.**

(i) Ordinance No. 1208 authorizes the establishment of fees applicable to processing and administering of permits for small wireless facilities in the City rights-of-way.

(ii) The Declaratory Ruling and Third Report and Order adopted by the Federal Communications Commission on September 27, 2018, effective January 14, 2019, establishes fee amounts that are deemed to be presumptively fair and reasonable recurring and non-recurring compensation to be paid by small wireless facility applicants and permittees with respect to small wireless facilities, including those attached to City infrastructure, located in the City rights-of-way.

(iii) The fee amounts referenced in Recital (ii), above, may be exceeded upon the City finding that the higher amounts nevertheless represent (a) “a reasonable approximation of costs”; and (b) “those costs themselves are reasonable”, and (c) “are non-discriminatory.”

(iv) A properly noticed public hearing concerning the adoption of this Resolution and the fees herein was conducted on January 24, 2019.

#### **B. Resolution.**

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

**RESO NO. 2019-009**  
February 5, 2019

1. The facts set forth in the Recitals, Part A of this Resolution, are true and correct.
2. On or about August 21, 2018, the City Council adopted the City of Brea, Citywide User Fee Study dated October 3, 2017, prepared by NBS ("Fee Study"). The Fee Study establishes the fully-burdened costs to the City in providing various municipal services, by category. The Fee Study is incorporated herein by reference and is available for review in the Office of the City Clerk. Based on the Fee Study, and analysis of the reasonably estimated time to perform the services for which the fees herein are to be collected, the City Council hereby establishes small wireless facility ("SWF") administrative fees in the following amounts:
  - a. \$500 for a single up-front SWF permit application that includes up to five (5) SWFs (i.e., per each individual facility to be attached to any existing pole or structure), plus an additional \$100 for each SWF beyond five (5); \$1000 per pole for any new pole (i.e., not a collocation) intended to accommodate one or more SWFs proposed to be installed by a wireless provider in the City's rights-of-way.
  - b. \$270 per SWF (i.e., an individual facility attached to specific City infrastructure) per year.
3. Nothing in this Resolution shall be deemed to limit the amount of recurring and/or non-recurring fees that the City and any wireless provider may agree shall be paid to the City in the event the City agrees to the wireless

- provider's replacement of a City pole or other City-owned infrastructure with a pole or other infrastructure designed to accommodate one or more SWFs.
4. Nothing in this Resolution shall affect fees paid to the City for use of its rights-of-way by providers of other kinds of electronic based services not subject to the Declaratory Ruling and Third Report and Order.
  5. The establishment of the foregoing SWF fees does not in any way affect the right of the City to (a) conduct a further fee study and determine that any of the fees adopted in subsection B.2, above, are insufficient to compensate the City for its reasonable costs related to the permitting and administration of SWFs in limited circumstances; or (b) enter into an agreement with any wireless provider with respect to the deployment of SWFs, which provides for the payment of fees that exceed the amounts established in subsection B.2., above; (c) or adopt an entirely different fee structure, including a market-based fee structure, in the event the Declaratory Ruling and Third Report and Order referenced in the Recitals is invalidated or modified in any way with respect to fees related to SWFs.
  6. Nothing in this Resolution shall affect or limit fees charged by the City of Brea to process and administer encroachment permit applications and permits, for other types of encroachments into the City rights-of-way, not otherwise addressed herein.
  7. The City Council hereby finds that the fees established in subsection B.2, above, do not exceed the reasonably estimated costs to the City in providing the services to which the fees apply.



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

**APPROVED AND ADOPTED** this 5th day of February, 2019.

\_\_\_\_\_  
Christine Marick, 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 meeting of the City Council of the City of Brea held on the 5th day of February, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

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

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

**RESO NO. 2019-009**  
February 5, 2019

## City of Brea Engineering Analysis for Small Wireless Facilities

### SINGLE UP-FRONT [UP TO FIVE (5)]

Fee Description	Hours	Fully Burdened Hourly Rate*	Cost of Service Per Activity
Management	1	\$ 175.00	\$ 175.00
Plan Check	3	\$ 174.00	\$ 522.00
Inspection	2	\$ 171.00	\$ 342.00
			\$ 1,039.00

### SINGLE UP-FRONT [BEYOND FIVE (5)]

Fee Description	Hours	Fully Burdened Hourly Rate*	Cost of Service Per Activity
Management	2	\$ 175.00	\$ 350.00
Plan Check	4	\$ 174.00	\$ 696.00
Inspection	2	\$ 171.00	\$ 342.00
			\$ 1,388.00

### NEW POLE

Fee Description	Hours	Fully Burdened Hourly Rate*	Cost of Service Per Activity
Management	2	\$ 175.00	\$ 350.00
Plan Check	4	\$ 174.00	\$ 696.00
Inspection	2	\$ 171.00	\$ 342.00
			\$ 1,388.00

### ANNUAL RECURRING

Fee Description	Hours	Fully Burdened Hourly Rate*	Cost of Service Per Activity
Management	1	\$ 175.00	\$ 175.00
Inspection	1	\$ 171.00	\$ 171.00
			\$ 346.00

\*Rate adopted on or about August 21, 2018 by City of Brea City Council

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**DATE:** 02/05/2019  
**SUBJECT:** January 15, 2018 City Council Regular Meeting Minutes

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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**

Draft Minutes

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# DRAFT

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

### MINUTES January 15, 2019

#### CLOSED SESSION 5:30 p.m. - Executive Conference Room Level Three

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

Mayor Marick called the Closed Session to order at 5:30 p.m., all members were present.

Present: Marick, Simonoff, Hupp, Parker, 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 City's Labor Negotiator Pursuant to Government Code Section §54957.6 Regarding the Brea Firefighters Association (BFA), Brea City Employees' Association (BCEA) -**  
Mario E. Maldonado, Negotiator
3. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(1) - Existing Litigation.** Name of Case: *City of Brea v. Kaneh Bosm Church of Brea* (Case No. 30-2018-01040106-CU-MC-CJC)
4. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(2) - Anticipated Litigation.** Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Emergency Ambulance Contract Dispute.
5. **Conference with Legal Counsel Pursuant to Government Code §54956.9(d)(2) – Irene Crews v. City of Brea, WCAB ADJ10933999**
6. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(1) - Existing Litigation – Irene Crews v. City of Brea, et al *United States District Court, Central District of California***  
Case No. 8:18-cv-01104-AG-DFM
7. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(2) - Anticipated Litigation.** Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Brea Disposal (Republic) Contract Dispute.

Mayor Marick adjourned the Closed Session at 6:37 p.m.

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

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

Mayor Marick called the Study Session to order at 6:38 p.m., all members were present.

**8. Public Comment**

None.

**9. Clarify Regular Meeting Topics**

City Attorney Boga noted the receipt of a letter from AT&T in reference to Agenda Item No. 24, Urgency Ordinance for the permitting process for small cell site facilities.

**DISCUSSION ITEMS**

**10. Mayor Appointments 2019**

Mayor Marick stated that she would like to keep the appointments the same as the previous year with the following modifications: Councilmember Vargas and Mayor Pro Tem Simonoff to the NOCJPA and Councilmember Vargas added as the alternate for the Sanitation District.

**11. City Council Code of Conduct Amendment**

City Manager Gallardo provided the details of the report including background, process and protocol; and staff recommendations.

Councilmember Vargas inquired about consequences for violations to the Code of Conduct.

City Manager Gallardo cited the section in the current Code of Conduct which discusses sanctions.

Council approved the amendment to the City Council Code of Conduct related to Council Member requests for meeting agenda items.

**12. Interview Panel for Commission/Committee Recruitment**

Mayor Marick designated Councilmember Hupp and Councilmember Parker to serve on the Interview Panel for the Arts in Public Places Committee; Cultural Arts Commission; Parks, Recreation and Human Services Commission; and the Traffic Committee.

**REPORT**

**13. Council Member Report**

Councilmember Parker expressed concern for the process of interviewing Planning Commissioners.

Discussion ensued around location for the interviews, televising of the interviews, logistics, and control factors having to do with the fairness of the process. Council agreed to let the Mayor and Mayor Pro Tem take this input and decide what is best.

**Mayor Marick adjourned the Study Session at 6:54 p.m.**

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

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

Mayor Marick called the General Session to order at 7:04 p.m., all members were present.

**14. Pledge of Allegiance**

Fullerton Cadet Honor Guard led the Pledge of Allegiance.

**15. Invocation**

John Reeve, The Cause Church, delivered the invocation.

**16. Presentation: Visiting Students from Brea Sister City - Anseong, Korea**

Mayor Marick invited the students from Brea's Sister City, Anseong, Korea, to receive a Commendation commemorating their visit to Brea. A video from the Mayor of Anseong was displayed.

**17. Presentations: Visiting Students from Brea Sister City - Hanno, Japan**

Mayor Marick invited the students from Brea's Sister City, Hanno, Japan, to receive a Commendation commemorating their visit to Brea.

**18. Report - Prior Study Session**

City Manager Gallardo provided the Study Session report.

**19. Community Announcements**

Councilmember Hupp announced that the City of Brea is updating its ADA Transition Plan in order to reach ADA compliance throughout the city over the next 25 years. She encouraged the community to let the City know what they think by taking a survey available online at *CityofBrea.net* by January 31. She noted that paper forms are also available at the Brea Senior Center, Brea Community Center, and the Brea Civic & Cultural Center. She also announced that a community meeting will be held on the topic on Thursday, February 28.

Councilmember Parker invited the community to the official swearing-in ceremony for new Brea/Fullerton Fire Chief Adam Loeser. He announced that the ceremony will be held on January 22, beginning at 10 a.m. at EvFree Chapel in Fullerton. The ceremony will be immediately followed by refreshments. Visit *CityofBrea.net* for more info.

Mayor Pro Tem Simonoff announced the Brea Bridal Show on January 26 from 11 a.m. – 3 p.m. at the Brea Community Center. He noted that attendees can shop and compare among a variety of vendors including caterers, reception sites, invitations, photographers and much more. This is a great event to get ideas for your upcoming wedding, reception, or special event. Visit *BreaBridalShow.com* for more details.

Councilmember Vargas announced that the Brea Fitness Center's membership sale ends January 31st and residents from all cities are welcome to join. Fitness membership includes unlimited group exercise classes, access to the cardio weight room and two full court gyms. Call 714-990-7101 for more information.

**20. Matters from the Audience**

Lori Starkey spoke about the street sweeping program, parking enforcement revenue, and provided handouts to the Council for the record.

Judy Chappell spoke about affordable housing, SB 35, expansion of affordable housing, and the City's housing plan.

Glenda Hansen expressed concern for Heritage Plaza Senior Apartment residents and rent increases.

Dwight Manley spoke about affordable housing, street sweeping enforcement, and the CalPERS unfunded pension.

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

City Manager Gallardo 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. Site Drive Engineering and Traffic Survey Adopt Ordinance 1207**

City Attorney Boga provided the second reading of the Ordinance by full title.

Motion was made by Mayor Pro Tem Simonoff, seconded by Council Member Hupp to adopt Ordinance No. 1207, an Ordinance of the City Council of the City of Brea amending section 10.32.110 of the Brea City Code regarding prima facie speed limits upon Site Drive.

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

Passed

**23. Consideration to initiate the review process for an amendment to change the boundaries of the Zoning Map from Industrial Commercial (CM) to Planned Community (PC) for property located at the southeast corner of Mercury Lane and Berry Street. Applicant: Manley-Fanticola, LLC.**

Community Development Director Crabtree presented the details of the report including background, PC Zone code update, initiation of review process, proposed location, current zoning, and proposed project overview.

Mayor Marick inquired about the workforce housing designation, current zoning, sound mitigation, accessibility, parking, and community benefits.

Councilmember Hupp inquired about connectivity plans, workforce housing, and intended design.

Councilmember Parker inquired about possible implication for adjoining properties, and other possibilities for housing development in adjacent areas.

Mayor Pro Tem Simonoff expressed concern about parking and inquired about outreach to promote workforce living to surrounding businesses.

Councilmember Vargas inquired about the process for PC zones with regards to specific projects.

Community Development Director Crabtree noted that the code does not address the unique nature of this proposal, thus initiating the PC zone process.

Council provided direction to staff to initiate the review process to consider an amendment to the boundaries of the zoning map to Planned Community for the subject site and additionally provided staff its early input regarding information it will need to consider within future project consideration.

**24. Urgency Ordinance for the Permitting Process for Small Cell Site Facilities**

City Engineer/Deputy Public Works Director Michael Ho presented the details of the staff report including FCC standards for small wireless facilities, benefits of 5G speeds, 4G to 5G infrastructure, unacceptable installation examples, and small wireless permit design examples.

City Attorney Boga addressed a letter received in response to this agenda item.

Mayor Pro Tem Simonoff inquired as to design of units in certain areas which contain decorative poles and the improvement of cell service.

City Engineer/Deputy Public Works Director Michael Ho indicated the ordinance and approval process will mitigate potential issues related to design in order to preserve the existing aesthetics of the poles.

Councilmember Vargas spoke about issues with cell sites and displayed photos for size comparison.

City Attorney Boga read the full title of the ordinance.

Motion was made by Council Member Hupp, seconded by Council Member Vargas to adopt Urgency Ordinance No. 1208, an Urgency Ordinance of the City Council of the City of Brea establishing regulations applicable to the location and installation of small wireless facilities in public rights of way, amending title 12 of the Brea City Code, and declaring the urgency thereof.

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

Passed

**25. Street Sweeping Enforcement**

Public Works Director Olmos presented the details of the staff report including background of the street sweeping program, the new street sweeping program, street sweeping parking exemptions, and prior community feedback.

Captain John Burks spoke about the history of the enforcement program and parking violations areas of concerns.

Mayor Marick inquired about start date, frequency for unique situations such as Canyon Country, and signage.

Councilmember Hupp spoke about signage and suspending enforcement for a trial period of a year.

Discussion ensued regarding signage requirements.

Councilmember Vargas inquired about projections from parking enforcement revenues, surcharges paid, and the cleanliness of streets without enforcement.

Mayor Pro Tem Simonoff inquired as to the process for unpaid citations and expressed support for suspending enforcement for a trial period of year.

Councilmember Parker requested clarification of the proposed street sweeping schedule and public notification. He also expressed concern for achieving the goal of keeping streets clean if the enforcement program is suspended.

Mayor Marick noted that if too many variables are changed at the same time, being able to measure the effectiveness of the suspended program over the course of the year will prove to be difficult.

Councilmember Hupp suggested the residents be asked to voluntarily comply with street sweeping via the proposed public information campaign.

Motion was made by Mayor Pro Tem Simonoff, seconded by Council Member Hupp to suspend street sweeping enforcement for a period of one (1) year.

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

NOES: Mayor Marick, Council Member Parker

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**



26. **December 18, 2018 City Council Regular Meeting Minutes**  
The City Council approved the December 18, 2018 City Council Regular Meeting Minutes.
27. **Sewer License and Maintenance Agreement with Orange County Sanitation District for Dosing Station Location at 835 S. Brea Boulevard**  
The City Council approved the Sewer License and Maintenance Agreement with Orange County Sanitation District.
28. **Annual Maintenance Assessment in Landscape and Lighting Maintenance Districts 1 Through 7**  
The City Council adopted Resolution Numbers 2019-001 through 2019-007 authorizing the Director of Public Works to prepare and file reports relating to annual maintenance assessments in Landscape and Lighting Maintenance Districts 1 through 7.
29. **Accept Final Parcel Map No. 2017-158 for Commercial Condominium Purposes for 1800 E. Lambert Road**  
The City Council accepted Final Parcel Map No. 2017-158.
30. **Change Order to the Purchase Order with Ledgent Finance & Accounting for Additional Temporary Staffing Services**  
The City Council authorized the Purchasing Agent to issue a change order to the purchase order #218259 with Ledgent Finance & Accounting increasing the amount from \$49,999.51 to \$100,000.00.
31. **Purchase of the Telephone and Voicemail System**  
The City Council approved the agreement with IntelesysOne to furnish and install a Mitel telephone and voicemail system in an amount of \$313,005.36; and authorized the Purchasing Agent to execute renewal of support services agreements for the life of the telephone and voicemail system.
32. **Purchasing Policy Limits Update for Public Works Projects**  
The City Council adopted Resolution No. 2019-008 updating the Purchasing Policy Limits for the City's Purchasing System specific to Public Works projects as provided by Assembly Bill 2249.
33. **Monthly Report of Investments for the City of Brea for Period Ending October 31, 2018**  
Received and filed.
34. **Monthly Report of Investments for the City of Brea for Period Ending November 30, 2018**  
Received and filed.
35. **December 21 & 24, 2018 and January 4 & 11, 2019 City Check Registers**  
Received and filed.

Motion was made by Council Member Parker, seconded by Mayor Pro Tem Simonoff to approve City Council Consent Items 26 -35.

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

Passed

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

36. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending October 31, 2018**  
Received and filed.
37. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending November 30, 2018**  
Received and filed.

**38. December 21, 2018 Successor Agency Check Register**

Received and filed.

Councilmember Vargas spoke about a line item on the December 21, 2018 Successor Agency Check Register in the amount of \$254 for affordable housing and a \$508 allotment for Heritage Plaza Senior Apartments.

Discussion ensued regarding senior and affordable housing projects; and the dissolution of redevelopment.

Motion was made by Council Member Vargas, seconded by Mayor Pro Tem Simonoff to approve City/Successor Agency Council Consent Items 36 -38.

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

Passed

Motion was made by Council Member Hupp, seconded by Mayor Pro Tem Simonoff to approve City/Successor Agency Consent calendar items 36 - 38.

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

Passed

**ADMINISTRATIVE ANNOUNCEMENTS**

**39. City Manager**

None.

**40. City Attorney**

None.

**COUNCIL ANNOUNCEMENTS**

**ADJOURNMENT**

Mayor Marick adjourned the meeting at 9:39 p.m.

Respectfully submitted,

The foregoing minutes are hereby  
approved this 5th day of February 2019.

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Lillian Harris-Neal, City Clerk

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Christine Marick, Mayor

**City of Brea**

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Budget Adjustments to the City Operating and Capital Improvement Program  
Budgets for Fiscal Year 2018-19

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**RECOMMENDATION**

Adopt the attached resolutions appropriating funds to adjust the Fiscal Year 2018-19 City Operating and Capital Improvement Program Budgets.

**BACKGROUND/DISCUSSION**

Budget adjustments are presented to the City Council periodically for review. These adjustments represent the appropriation of items previously approved by the City Council during the fiscal year, or staff recommended adjustments for City Council consideration. The recommended adjustments to the City Operating Budget are listed in City - Exhibit A. These adjustments are separated by funding source and the accounts are identified as either revenue or expenditure accounts.

In October 2018, the City received a one-time payment of \$270,341 from the County of Orange for prior years property taxes collected from the former Brea Redevelopment Agency (Successor Agency). Of this amount, \$70,072 was deposited in the Paramedic Tax Fund. The remaining \$200,269 was deposited into the General Fund.

The Fire Department continues to respond to mutual aid throughout California. Fortunately, Fire Administration has been diligent in seeking reimbursement from costs incurred. Mutual aid responses included: the Lion Fire in the Sierra National Forest, the Carr Fire in the Shasta Trinity Forest, the Ferguson Fire in the Sierra National Forest, the Stone Fire in the Modoc National Forest, and the Mendocino Fire. These strike team responses resulted in the Fire Department's overtime budget and other operating costs to increase by \$256,817. This cost is fully offset by reimbursements.

In addition, on July 17, 2018, the City Council approved the purchase of a used 1998 American LaFrance 105" Aerial Ladder Truck. This truck was purchased from the City of Vernon. The Fire Department also requested an additional \$10,000 for repairs needed for the used fire truck. The total transfer from the General Fund (110) to the Equipment and Vehicle Maintenance Fund (480) is \$60,000.

The City of Brea purchases water from CDWC and is entitled to purchase 1.6 acre feet of water for each share of common stock owned by the City (entitlement water) at a certain rate (entitlement rate). The City also purchases water from CDWC in excess of its entitlement at a

higher rate (over-entitlement rate).

Recently, the City was notified that water service to certain CDWC retail customers in the La Habra area is now being provided by CDWC through pipelines owned and maintained by the City of La Habra. These customers now have the option to transfer their water service from CDWC to the City of La Habra. If they choose to transfer their water service to the City of La Habra, these customers will no longer be required to retain their common stock shares in CDWC. Therefore, there are CDWC common stock shares available for purchase by the City of Brea or other CDWC wholesale water customers.

By purchasing additional CDWC common stock shares, the City would be able to purchase more water at the entitlement rate and lower its annual water supply costs. Therefore, on December 18, 2018, the City Council authorized the City Manager to offer \$15,250 per common stock share to these shareholders and purchase up to 100 shares. Funding for these purchases is available from the Water Enterprise Fund capital reserves, while still maintaining the capital reserve target balance of approximately \$6 million. Based on current CDWC rates, the savings from each share of common stock purchase is approximately \$884 annually which is a return on investment of 5.8% with a payback period of 17.2 years. A budget adjustment of \$250,000 (about 16 shares) is proposed based on purchases made or interest expressed to date.

For Capital Improvement Project #7251 - Lambert Road/57 Freeway, Caltrans, who is the lead agency on this project, will now oversee the state and federal grant funding totaling \$74,705,000. Since funding will be distributed to Caltrans, expenditures for this project need to be reduced accordingly. In the same way, for Capital Improvement Project #7305 - Brea Boulevard Widening, the County of Orange is the lead agency on this project. The County will now oversee the revenue and expenditures of \$172,500.

#### **COMMISSION/COMMITTEE RECOMMENDATION**

The attached FY 2018-19 budget adjustments were reviewed by the Finance Committee on January 29, 2019 and recommended for City Council approval.

#### **FISCAL IMPACT/SUMMARY**

The City Operating Budget adjustments for the General Fund (110) in Exhibit A resulted in an increase in revenues of \$459,263 and an increase in expenditures and transfers out of \$318,994, for a net General Fund increase in revenues of \$140,269. The City Operating Budget adjustments for all funds resulted in an increase in revenues and transfers-in of \$589,335 and an increase in expenditures and transfers-out of \$643,994 for a net increase in expenditures and transfers-out of \$54,659.

The Capital Improvement Program Budget adjustments in CIP - Exhibit A consists of a decrease in expenditures of \$74,877,500 with a corresponding net decrease in revenues. The adjustments to revenue and transfers-in are as follows:

County Grants	(\$172,500)
State Grants	(\$9,000,000)
Federal Grants	(\$65,705,000)
TOTAL	(\$74,877,500)

**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 - City  
Resolution - CIP

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## RESOLUTION NO. 2019-010

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA AMENDING THE CITY OPERATING BUDGET FOR FY 2018-19 AS AMENDED

#### A. RESOLUTION:

The City Council of the City of Brea does hereby find, determine and resolve that the City Operating Budget for FY 2018-19, Resolution No. 2018-038, as heretofore amended, be further amended as set forth in City – Exhibit A, attached.

**APPROVED AND ADOPTED** this 5<sup>th</sup> day of February, 2019.

\_\_\_\_\_  
Christine Marick, 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 5<sup>th</sup> day of February, 2019 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

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

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

**RESO NO. 2019-010**  
February 5, 2019

## City of Brea

**BUDGET ADJUSTMENTS**  
**FY 2018-19 OPERATING BUDGET**

February 5, 2019

Account Number		Current Budget	Revised Budget	Funding Required	Description
<b><u>GENERAL FUND (110)</u></b>					
3115 (REV)	Asset Liquidation	0	200,269	200,269	One-time payment from the County of Orange for property taxes collected from the Successor Agency
<b><u>Fire Services</u></b>					
3549 (REV)	State Grants	345,511	545,714	200,203	Reimbursement for Strike Team Responses.
3569 (REV)	Federal Grants	205,030	261,644	56,614	
2221 (EXP)	Operations	4,627,931	4,884,748	256,817	Overtime and other costs accrued from Strike Team Responses.
<b><u>Community Services</u></b>					
3749 (REV)	Contributions- Other	5,000	7,177	2,177	Donations to Olinda Oil Museum & Trail
4311 (EXP)	Administration	849,091	851,268	2,177	
5985 (EXP)	Transfers-Out to Fund 480	0	60,000	60,000	Transfer-Out to the Equipment & Vehicle Maintenance Fund (480) for the purchase of a used Fire Truck and miscellaneous repairs approved by City Council on 7/17/18
	<b>Change in Fund Revenues</b>			<b>459,263</b>	
	<b>Change in Fund Expenditures</b>			<b>318,994</b>	
	<b>Net Increase in Fund Revenues</b>			<b>140,269</b>	
<b><u>PARAMEDIC SERVICES FUND (174)</u></b>					
3116 (REV)	Paramedics	3,909,000	3,979,072	70,072	One-time payment from the County of Orange for property taxes collected from the Successor Agency
	<b>Increase in Fund Revenues</b>			<b>70,072</b>	
<b><u>LANDSCAPE &amp; LIGHTING MAINTENANCE DISTRICT NO. 6 FUND (346)</u></b>					
5112 (EXP)	Maintenance Districts	191,034	206,034	15,000	Emergency Tree Work to be taken from Fund Reserves
	<b>Increase in Fund Expenditures</b>			<b>15,000</b>	

Account Number		Current Budget	Revised Budget	Funding Required	Description
<b><u>WATER UTILITY FUND (420)</u></b>					
5131 (EXP)	Maintenance and Operations	14,681,253	14,931,253	250,000	Purchase of California Domestic Water Company (CDWC) Common Stock
	<b>Increase in Fund Expenditures</b>			<b>250,000</b>	
<b><u>EQUIPMENT &amp; VEHICLE MAINTENANCE FUND (480)</u></b>					
3985 (REV)	Transfers-In from Fund 110	0	60,000	60,000	Transfer-In from the General Fund (110) for the purchase of a used Fire Truck and miscellaneous repairs approved by City Council on 7/17/18
5161 (EXP)	Equipment Maintenance	2,382,697	2,442,697	60,000	Purchase of a used Fire Truck and miscellaneous repairs.
	<b>Increase in Fund Expenditures</b>			<b>0</b>	
<b>TOTAL OF FUNDS - CHANGE IN REVENUE</b>				<b>589,335</b>	
<b>TOTAL OF FUNDS - CHANGE IN EXPENDITURES</b>				<b>643,994</b>	
<b>TOTAL NET FUND INCREASE IN EXPENDITURS</b>				<b>54,659</b>	



## RESOLUTION NO. 2019-011

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA AMENDING FISCAL YEAR 2018-19 OF THE CAPITAL IMPROVEMENT PROGRAM BUDGET AND APPROPRIATING ADDITIONAL FUNDS

#### A. RESOLUTION:

The City Council of the City of Brea does hereby find, determine and resolve that Fiscal Year 2018-19 of the Capital Improvement Program Budget, Resolution No. 2018-036, as heretofore amended, be further amended as set forth in CIP - Exhibit A, attached.

**APPROVED AND ADOPTED** this 5<sup>th</sup> day of February, 2019.

\_\_\_\_\_  
Christine Marick, Mayor

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

**RESO NO. 2019-011**  
February 5, 2019

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 5<sup>th</sup> day of February, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

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

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

**RESO NO. 2019-011**  
February 5, 2019

## City of Brea

**QUARTERLY BUDGET ADJUSTMENTS**  
**FY 2018-19 CAPITAL IMPROVEMENT PROGRAM BUDGET**

February 5, 2019

Account Number			Current Budget	Revised Budget	Funding Required	Description
3539	(REV)	County Grants	12,398,178	12,398,178		
3549	(REV)	State Grants	9,000,000	-	(9,000,000)	Reduce grant funding and expenditures. Caltrans, the lead agency
3569	(REV)	Federal Grants	65,705,000	-	(65,705,000)	on this project, will receive the state and federal grant funding
3985	(REV)	Transfers-in from Fund 540	6,529,105	6,529,105	-	directly from the state and federal agencies.
7251	(EXP)	Lambert Road/57 Freeway	93,632,283	18,927,283	(74,705,000)	
					-	
3539	(REV)	County Grants	172,500	-	(172,500)	Reduce grant funding and expenditures. The County of Orange,
3985	(REV)	Transfers-in from Fund 540	120,500	120,500	-	the lead agency on this project and will receive this grant funding
7305	(EXP)	Brea Boulevard Widening	293,000	120,500	(172,500)	directly from the OCTA.
					-	

**City of Brea**

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Adoption of a New Job Description and Salary Table for the position of Senior Fiscal Analyst and amending the position allocation list for FY 2018/19 to reflect the changes, and placing the new classification in the appropriate employee bargaining unit for representation purposes.

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**RECOMMENDATION**

Approve the Resolution: 1) adopting a new job description and salary table for the classification of Senior Fiscal Analyst; 2) placing the new classification in the City of Brea Administrative and Professional Employees' Association Bargaining Unit for representation purposes; and 3) amending the Position Allocation List to reflect these changes.

**BACKGROUND/DISCUSSION**

For City Council consideration is a resolution authorizing the reclassification of a Senior Management Analyst to a new Senior Fiscal Analyst classification, the establishment of a salary range for the position, the amendment of the Position Allocation List to reflect the change, and the placement of the classification into the City of Brea Administrative and Professional Employees' Association for representation purposes.

Municipal budgeting is a highly specialized function, and yet traditionally Brea has staffed the position with a generic Management Analyst classification, as overseen by a management level position. While department and division level budgeting functions are often administered by management analysts, these duties are typically just a small portion of the overall duties these analysts perform. Management analysts tend to be more "generalist" in nature and may be assigned a variety of tasks and duties which change with the needs of the department assigned to, and emerging issues of the time.

The complexity of multi-million dollar City-wide general fund and special fund budgets require full-time dedication to internal fiscal coordination and a knowledge of bigger picture trends involving economics and intergovernmental relationships. The individual assigned to oversee a city-wide budget needs to have a big picture perspective of the organization, its goals and functions. They need to have an in-depth understanding of funds, their restrictions and uses, the means and flow of revenues, and the ability of the organization to serve the public in a fiscally responsible way.

The proposed Senior Fiscal Analyst reclassification is being conducted in recognition of these realities, and the changes Brea is challenged with concerning staffing and succession planning. By having the Senior Fiscal Analyst take on a larger role in the budgeting process it will allow the

Budget Manager to be more involved in department-wide issues as we prepare for expected retirements in the Administrative Services Department in the near future.

The job description attached to the resolution foresees successful candidates for this position having the types of experience and education our existing Management Analysts II (or Senior Management Analysts) would possess after holding either of those jobs for a few years. That base knowledge would be a good building block for someone moving up into the more specialized duties of the Senior Fiscal Analyst. Supervisory duties would also be assigned to this position reflecting the need for more enhanced skills required of the candidate for this position.

A labor market analysis was conducted to determine compensation levels for this proposed classification. We were unable to find sufficient comparable positions within Brea's ten-city labor market at this time. However, we found several positions in our market requiring knowledge, skills and abilities that would fall slightly "above" and slightly "below" what we are looking for in Brea. These salaries are in a range that could be used to set our position "in-between" and it would work out at approximately 10% above our current Senior Management Analyst classification. This fits well with what was anticipated for a position of this advanced specialization and is consistent our compensation practices.

Based on the nature of duties outlined in the job description, it is proposed the City Council assign this position to be included within the Administrative & Professional Employees' Association for representation purposes and tied to Senior Management Analyst plus 10% for compensation establishment. The City has consulted with the Association and they are in agreement with the proposed assignment to their unit. Lastly, the City's Master Salary Schedule will also be updated to add this change.

### **FISCAL IMPACT/SUMMARY**

The recommended salary range and benefits for the Senior Fiscal Analyst would result in an approximate \$12,700 overall increase per fiscal year, of which \$5,970 is general fund related. These changes will be reflected in future budget adjustments.

### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Doug Stevenson, Senior Human Resources Analyst

Concurrence: Mario E. Maldonado, Human Resources Manager; Cindy Russell, Administrative Services Director

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### **Attachments**

Resolution

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## RESOLUTION NO. 2019-012

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA 1) AMENDING THE EXISTING CLASSIFICATION PLAN, AS AMENDED, AS ADOPTED FOR CITY EMPLOYEES, TO INCLUDE THE CLASSIFICATION SPECIFICATIONS AND SALARY RANGE FOR THE POSITION OF SENIOR FISCAL ANALYST; 2) ASSIGNING THE CLASSIFICATION TO THE ADMINISTRATIVE AND PROFESSIONAL EMPLOYEES' ASSOCIATION FOR PURPOSES OF EMPLOYEE REPRESENTATION; AND 3) AMENDING THE POSITION ALLOCATION LIST TO ADD THE CLASSIFICATION TO THE REVENUE AND BUDGET DIVISION OF THE ADMINISTRATIVE SERVICES DEPARTMENT, AND REMOVING ONE SENIOR MANAGEMENT ANALYST CLASSIFICATION FROM THE REVENUE AND BUDGET DIVISION OF THE ADMINISTRATIVE SERVICES DEPARTMENT.**

A. Recitals.

- (i) Section 2.08 of the Brea Municipal Code provides that the City Council shall prepare, revise and maintain a position classification plan covering all positions within the classified services, including employment standards and qualifications for each classification.
- (ii) The Brea Municipal Code provides that the City Council shall approve a plan of compensation directly correlated to the position classification plan and a rate or range of pay for each classification.
- (iii) It is necessary, from time to time, to review and adjust the classification and compensation plan to reflect the changing organizational responsibilities of the City and to insure the efficient economical operation of the various City departments.
- (iv) In order to most effectively implement and monitor the position classification plan, it is necessary, from time to time, to amend the Position Allocation List which specifies the actual number and distribution of authorized positions within the City.

B. Resolution.

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

**RESO NO. 2019-012**  
February 5, 2019

- (i) Amend the City's existing position classification plan to include the full-time classification specifications for Senior Fiscal Analyst, as attached hereto as Exhibit A and incorporated herein by reference.
- (ii) Amend the City's existing Administrative and Professional Employees' Association (APEA) compensation plan by adding the job title and salary range of Senior Fiscal Analyst as attached hereto as Exhibit B and incorporated herein by reference.
- (iii) Amend the Position Allocation List for FY 2018/19 to add one Senior Fiscal Analyst to the Revenue and Budget Division of the Administrative Services Department, and remove one Senior Management Analyst position from the Revenue and Budget Division of the Administrative Services Department.

**APPROVED AND ADOPTED** this 5th day of February, 2019.

\_\_\_\_\_  
Christine Marick, 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 meeting of the City Council of the City of Brea held on the 5th day of February, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

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

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

**RESO NO. 2019-012**  
February 5, 2019

## CITY OF BREA

**SENIOR FISCAL ANALYST**DEFINITION

To perform advanced journey level professional and analytical work in the administration of the City's operating and capital budgets; reviews, monitors, adjusts, and controls the ongoing operating and capital budgets after adoption; provides highly responsible and complex administrative support to the Revenue and Budget Manager; provides professional assistance to City management staff in areas of expertise; and performs related duties, as assigned.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level classification. Positions are normally filled by advancement from the lower classification of Management Analyst II or other related journey level Finance Division positions, or when filled from the outside, require prior advanced professional budgetary work experience. The Senior Fiscal Analyst is expected to perform the entire range of professional and technical duties with minimal assistance and guidance. Work in this classification is distinguished from that of a Management Analyst II by the greater complexity of assignments received, degree of sensitivity of issues assigned, and by the greater independence with which an incumbent is expected to operate.

SUPERVISION RECEIVED AND EXERCISED

Direction is provided by the Revenue and Budget Manager.

Exercises direct supervision over subordinate professional and technical Finance Division staff and clerical support, as assigned.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS - Essential job functions include, but are not limited to, the following: *(These functions may not be present in all positions in this classification. When a position is to be filled, the essential functions will be noted in the announcement of position availability. Management reserves the right to add, modify, change, or rescind work assignments as needed).*

Plans, develops, delivers, and manages the daily functions, operations, and activities for the preparation and administration of the City's annual operating and capital budgets, including mid-cycle updates; provides preliminary budget estimates, including salary and benefits projections.



*CITY OF BREa*  
*Senior Fiscal Analyst (continued)*

Conducts meetings with the City Manager, City Council, department directors, and managers to evaluate revenues and expenditures and keep all parties apprised of issues, challenges, and resolution thereof.

Prepares annual budget calendar, submittal forms, and completion schedules for the various departments with the goal of presenting a timely operating and capital budget for City Council consideration; provides or coordinates City-wide staff training in the budget process.

Reviews budget proposals from all City departments for accuracy, format, appropriate use of funding sources and adherence to City policies; analyzes proposals requesting new or additional funding; participates as a key member of the budget team in recommending and prioritizing budget requests based on available funding and community need.

Monitors the various department's operating and capital budgets to ensure expenditures are appropriately accounted for and that activity does not exceed authorized allocations.

Monitors current-year budget expenditures and revenues, analyzes trends and identifies funding gaps; may assist departments in resolving funding issues; prepares status reports and manages budgetary control systems; recommends and processes budget amendments.

Develops and prepares general fund and other fund carryover reports, revenue estimates, and other financial reports and records.

Calculates internal service fund costs and allocates each department's financial responsibility.

Provides short and long-term financial forecasting and planning.

Tracks the adopted budget and prepares periodic budget reviews for submission to City Departments, City Management, and the City Council.

Maintains the Position Allocation List tracking system for monitoring authorized personnel staffing levels within monetary allocations, making adjustments as needed.

Participates in the selection of Division staff, and trains, motivates, and evaluates assigned personnel.

May supervise and provide direction to professional, technical, accounting, and clerical staff in a wide variety of financial and budgetary operations, and processes.

Conducts special research projects and financial analysis for citywide programs, and produces findings and recommendations, preparing related reports.

Represents the Revenue and Budget Manager to other City departments, elected officials, and outside agencies; explains and interprets departmental programs, policies,

and activities.

## QUALIFICATIONS

### Knowledge of:

Principles and practices of budget administration.

Statistical and research methods and their application to budgetary processes.

Governmental finance and accounting principles and procedures, including developing, implementing, and administering a large municipal budget.

Principles and practices of supervision.

Applicable Federal, State and local laws, regulations, ordinances, and policies.

Modern office practices, procedures and methods.

Research and report writing practices.

Correct English usage, spelling, grammar, and punctuation.

### Ability to:

Prepare, implement, administer, and monitor multi-million dollar budgets.

Analyze, interpret, summarize and present financial, administrative, and technical information and data in an effective manner.

Apply general mathematical principles and perform calculations necessary to develop and monitor budgets and prepare reports.

Use statistical analysis techniques needed to forecast revenues within changing and uncertain economic models.

Independently plan, coordinate, organize workload, and maintain work effectiveness to meet deadlines with frequent changes of activity and priority of assignments.

Make effective presentations explaining and summarizing the proposed annual budget, and periodic updates on the status of the budget, to the City Council, staff, and other groups as required.

Be sensitive to political realities and agendas while formulating and presenting persuasive arguments using tact and diplomacy, seeking areas of mutual agreement while understanding and being sympathetic to conflicting points of view.

Perform complex research, tasks, and analysis, being creative in seeking solutions to intricate problems.

*CITY OF BREA*  
*Senior Fiscal Analyst (continued)*

Prepare clear and concise reports, correspondence, and other written materials.

Establish and maintain effective working relationships with elected and non-elected City officials, co-workers, consultants, and the general public, effectively representing the department and the City in meetings with governmental agencies, community groups, businesses, and individuals.

Train, supervise, and evaluate subordinate staff.

Communicate effectively, orally, and in writing.

Interpret, apply, explain, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations.

Establish and maintain a variety of filing, record-keeping, and tracking systems.

Operate modern office equipment including computer equipment and specialized software applications programs.

Experience and Education:

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge and abilities, and enable the individual to successfully perform the essential functions of the position. A typical combination is:

Experience

Five years of responsible experience in preparing municipal budgets including three years at a journey level equivalent to the City of Brea's of Management Analyst II in a municipal environment; one year of supervisory experience, is desirable.

Education

Equivalent to a bachelor's degree from an accredited college or university with major study in public or business administration, finance or accounting, or a related field. Master's degree preferred.

Licenses and Certificates:

Possession of a valid driver's license issued from the California Department of Motor Vehicles.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS include, but are not limited to, the following:

Ability to:

Frequently sit, stand, reach, lean, twist, turn, grasp, lift, push, pull, bend and kneel; sit for prolonged periods of time. Input data into computer, typewriter, and calculator for

*CITY OF BREA*  
*Senior Fiscal Analyst (continued)*

prolonged periods of time.

Hear and speak to the general public and City staff on the telephone, in person, and in a public setting.

Read reports, contracts, correspondence, memorandums, and other records.

EXPOSURE TO:

Vibrations and pitch of computer, typewriter, and other office equipment.

Computer glare.

SENIOR FISCAL ANALYST

2/5/2019

## CITY OF BREA - SALARY TABLE

Effective pay periods beginning 2/9/19

11 STEP BASE	MOU % INCR	SPECIAL ASSGN %	FIXED \$ INCR	STEP	HOURLY	APPROX BI-WEEKLY	APPROX MONTHLY	APPROX ANNUAL
9,514.77	0.00%		\$ -	1	42.88	3,430.15	7,431.99	89,183.84
				2	43.95	3,515.78	7,617.52	91,410.30
				3	45.05	3,604.05	7,808.77	93,705.26
				4	46.18	3,694.51	8,004.78	96,057.31
				5	47.33	3,786.73	8,204.59	98,455.03
				6	48.51	3,881.15	8,409.15	100,909.84
				7	49.73	3,978.20	8,619.43	103,433.16
				8	50.97	4,077.88	8,835.42	106,024.99
				9	52.25	4,179.77	9,056.16	108,673.90
				10	53.55	4,284.28	9,282.61	111,391.32
				11	54.89	4,391.43	9,514.77	114,177.24

**City of Brea**

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Professional Services Agreement with Interwest Consulting Group (Interwest) in the Amount Not-To-Exceed \$150,000 for Engineering Project Management Services

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**RECOMMENDATION**

Approve an agreement with Interwest Consulting Group in the annual amount not-to-exceed \$150,000 for two (2) years plus three (3) one-year extensions pending City Council approval.

**BACKGROUND/DISCUSSION**

The City of Brea has a seven year Capital Improvement Program (CIP) that includes rehabilitation of arterial highways, residential streets and alley ways, replacement of undersized and deteriorated sewer and water lines, installation of traffic signals and other traffic safety enhancements, and rehabilitation of City-owned facilities. The CIP also includes the largest Public Works project ever undertaken by the City, which is the State Route 57/Lambert Interchange Project.

In order to complete these projects, Project Management (PM) is required from project initiation to construction completion. PM requires advanced knowledge and skills in budgeting, design engineering, construction management, contract/change order negotiations, and oral and written communication. In Brea, the Principal Civil Engineer is the primary position responsible for overseeing the CIP and PM functions within the Engineering Division of the Public Works Department.

In 2017, the City's Assistant City Engineer retired. This position was then downgraded to a Principal Civil Engineer position. After an unsuccessful recruitment for Principal Civil Engineer, staff decided to hold the position vacant while developing internal staff to grow into the position. Since then, Brea's former City Engineer, Steve Kooyman, offered to work for the City as a contractor to help manage CIP projects, including the 57/Lambert project. As City Engineer, Steve was instrumental in securing full funding for the 57/Lambert Project and for coordinating the final design. There are still many remaining tasks to complete as this large project moves into the construction phase. Steve would be a tremendous resource in completing this project and getting many more off the ground.

In order to explore this opportunity, staff solicited the services of Interwest Consulting Group (Interwest), who now employs Steve Kooyman. Interwest offers a wide range of services covering planning, engineering and project management services for public agencies. These services cover all phases of project development from conceptual design through construction. Aside from Steve, Interwest has other highly qualified staff that have worked with many public

agencies.

Staff intends to use Interwest for staff augmentation for project management of CIP's. Interwest's proposed hourly rates are within industry standards and meet the City's needs. Staff desires to enter into an agreement for a period of two (2) years with the option to extend for an additional three (3) one-year extensions. The total fee per consultant for all assignments to be authorized during a single year would be limited to a not-to-exceed fee of \$150,000.

This contract with this engineering firm is a sole source given the unique opportunity to have former City Engineer, Steve Kooyman, help deliver some important CIP projects for the City. Mr. Kooyman's qualifications and productivity are exceptional. He has over 25 years of experience and can hit the ground running given his familiarity with the City's processes, standards, codes and expectations. Steve's hourly rate is proposed \$150.

This contract agreement is on an as-needed basis. The City is in no way locked in with the length of the contract. The City has no obligation to continue using Interwest's services and may elect to terminate the contract at any time, especially if Steve were to separate from the firm.

#### **COMMISSION/COMMITTEE RECOMMENDATION**

The Finance Committee reviewed staff's recommendation at their January 29, 2019 meeting and recommended changes to the term of the contract. Changes have been made in the staff report.

#### **FISCAL IMPACT/SUMMARY**

Since the consultant fees are paid from corresponding CIP project accounts and/or Cost Center accounts, an appropriation of funds for these consultant contracts is not required. There will be no General Fund impact.

#### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Michael Ho, P.E., Deputy Director of Public Works/City Engineer

Concurrence: Tony Olmos, P.E., Public Works Director

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#### **Attachments**

Interwest PSA

Interwest Proposal

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## PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2019, between the City of Brea, a Municipal Corporation (hereinafter referred to as "CITY") and **Interwest Consulting Group.** (hereinafter referred to as "CONSULTANT"),

### A. Recitals

(i) CITY has heretofore requested the CONSULTANT to provide **Project Management and Oversight of the City's Capital Improvement Program** (Services hereafter).

(ii) CONSULTANT has now submitted its proposal for the performance of such services, a full, true and correct copy of which proposal is attached hereto as Exhibit "A" and by this reference made a part hereof.

(iii) CITY desires to retain CONSULTANT to perform professional services necessary to render advice and assistance to CITY, CITY's Planning Commission, City Council and staff in preparation of Project.

(iv) CONSULTANT represents that it is qualified to perform such services and is willing to perform such professional services as hereinafter defined.

NOW, THEREFORE, it is agreed by and between CITY and CONSULTANT as follows:

### B. Agreement

1. **Definitions:** The following definitions shall apply to the following terms, except where the context of this Agreement otherwise requires:

(a) **Project:** Provision of **Project Management and Oversight of the City's Capital Improvement Program** described in Exhibit "A" hereto including, but not limited to, the preparation of maps, surveys, reports, and documents, the presentation, both oral



and in writing, of such plans, maps, surveys, reports and documents to CITY as required and attendance at any and all work sessions, public hearings and other meetings conducted by CITY with respect to the project.

(b) Services: Such professional services as are necessary to be performed by CONSULTANT in order to complete the Project.

(c) Term: This agreement shall commence on the effective date and the term shall be two (2) years with the option to extend for an additional three (3) one-year extensions at the discretion of City Council and contingent upon satisfactory performance by CONTRACTOR. CONSULTANT hourly pay rates may be reviewed and renegotiated annually upon renewal. Any rate increase negotiated at the time of renewal may not exceed the rate of increase of the Consumer Price Index.

2. CONSULTANT agrees as follows:

(a) CONSULTANT shall forthwith undertake and complete the Project in accordance with Exhibit "A" hereto and all in accordance with Federal, State and CITY statutes, regulations, ordinances and guidelines, all to the reasonable satisfaction of CITY.

(b) CONSULTANT shall supply copies of all maps, surveys, reports, plans and documents (hereinafter collectively referred to as "documents") including all supplemental technical documents, as described in Exhibit "A" to CITY within the time specified in Schedule 1 of Exhibit "A". Copies of the documents shall be in such numbers as are required in Exhibit "A". CITY may thereafter review and forward to CONSULTANT comments regarding said documents and CONSULTANT shall thereafter make such revisions to said documents as are deemed necessary. CITY shall receive revised documents in such form and in the quantities determined necessary by CITY. The time

limits set forth pursuant to this Section B2(b) may be extended upon written approval of CITY.

(c) CONSULTANT shall, at CONSULTANT's sole cost and expense, secure and hire such other persons as may, in the opinion of CONSULTANT, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONSULTANT, CONSULTANT hereby warrants that such persons shall be fully qualified to perform services required hereunder. CONSULTANT further agrees that no subcontractor shall be retained by CONSULTANT except upon the prior written approval of CITY.

3. CITY agrees as follows:

(a) To pay CONSULTANT a not-to-exceed sum of \$150,000 (One Hundred Fifty Thousand Dollars (\$150,000) for the performance of the services required hereunder, plus a contingency of Zero Dollars (\$000.00). This sum shall cover the cost of all staff time and all other direct and indirect costs or fees, including the work of employees, consultants and subcontractors to CONSULTANT. Payment to CONSULTANT, by CITY, shall be made in accordance with the schedule set forth below. CITY must receive a written request from CONSULTANT to use any of the contingency amount prior to performing any work that is outside the Project scope as defined in Exhibit "A". It will be the CITY's sole discretion to authorize the use of the contingency funds and the CITY must give this authorization to CONSULTANT in writing prior to the commencement of said work. Any work performed outside the Project scope as defined in Exhibit "B" that has not received prior written approval by CITY is assumed to have been performed in support of said Project and included within the not-to-exceed contract amount.

(b) Payments to CONSULTANT shall be made by CITY in accordance with the invoices submitted by CONSULTANT, on a monthly basis, and such invoices shall be paid within a reasonable time after said invoices are received by CITY. All charges shall be in accordance with CONSULTANT's proposal either with respect to hourly rates or lump sum amounts for individual tasks. Notwithstanding any provision herein or as incorporated by reference, (i) in no event shall the totality of said invoices exceed 95% of the individual task totals described in Exhibit "A" and (ii) further provided that in no event shall CONSULTANT, or any person claiming by or through CONSULTANT be paid an aggregate amount in excess of the amount set forth in Section 3 (a).

(c) CONSULTANT agrees that, in no event, shall CITY be required to pay to CONSULTANT any sum in excess of 95% of the maximum payable hereunder prior to receipt by CITY of all final documents, together with all supplemental technical documents, as described herein acceptable in form and content to CITY. Final payment shall be made not later than 60 days after presentation of final documents and acceptance thereof by CITY.

(d) Additional services: Payments for additional services requested, in writing, by CITY, and not included in CONSULTANT's proposal as set forth in Exhibit "A" hereof, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in said Exhibit "A". Charges for additional services shall be invoiced on a monthly basis and shall be paid by CITY within a reasonable time after said invoices are received by CITY.

4. CITY agrees to provide to CONSULTANT:

(a) Information and assistance as set forth in Exhibit "A" hereto.

(b) Photographically reproducible copies of maps and other information, if available, which CONSULTANT considers necessary in order to complete the Project.

(c) Such information as is generally available from CITY files applicable to the Project.

(d) Assistance, if necessary, in obtaining information from other governmental agencies and/or private parties. However, it shall be CONSULTANT's responsibility to make all initial contact with respect to the gathering of such information.

5. Ownership of Written Product:

(a) Unless otherwise agreed upon in writing, all reports, documents, or other original written material, including any original images, photographs, video files, digital files, and/or or other media created or developed for the CITY by CONSULTANT in the performance of this Agreement (collectively, "Written Product") shall be and remain the property of CITY without restriction or limitation upon its use or dissemination by CITY. All Written Product shall be considered to be "works made for hire", and all Written Product and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and other proprietary rights, shall be and remain the property of CITY without restriction or limitation upon their use, duplication or dissemination by CITY. CONSULTANT shall not obtain or attempt to obtain copyright protection as to any of the Written Product.

(b) CONSULTANT hereby assigns to CITY all ownership and any and all intellectual property rights to the Written Product that are not otherwise vested in the CITY pursuant to subsection (a), above.

(c) CONSULTANT warrants and represents that it has secured all necessary licenses, consents or approvals to use any instrumentality, thing or component as to which any intellectual property right exists, including computer software, used in the rendering of the Services and the production of all Written Product produced under this Agreement, and that CITY has full legal title to and the right to reproduce the Written Product.



CONSULTANT shall defend, indemnify and hold CITY, and its elected officials, officers, employees, servants, attorneys, designated volunteers, and agents serving as independent contractors in the role of city officials, harmless from any loss, claim or liability in any way related to a claim that CITY's use of any of the Written Product is violating federal, state or local laws, or any contractual provisions, or any laws relating to trade names, licenses, franchises, copyrights, patents or other means of protecting intellectual property rights and/or interests in product or inventions. Consultant shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Services and Written Product produced under this Agreement. In the event the use of any of the Written Product or other deliverables hereunder by CITY is held to constitute an infringement and the use of any of the same is enjoined, CONSULTANT, at its expense, shall: (a) secure for CITY the right to continue using the Written Product and other deliverables by suspension of any injunction, or by procuring a license or licenses for CITY; or (b) modify the Written Product and other deliverables so that they become non-infringing while remaining in compliance with the requirements of this Agreement. This covenant shall survive the termination of this Agreement.

6. Termination: This Agreement may be terminated by CITY upon the giving of a written "Notice of Termination" to CONSULTANT at least fifteen (15) days prior to the date of termination specified in said Notice. In the event this Agreement is so terminated, CONSULTANT shall be paid on a pro-rata basis with respect to the percentage of the Project completed as of the date of termination. In no event, however, shall CONSULTANT receive more than the maximum specified in paragraph 3(a), above. CONSULTANT shall provide to CITY any and all documents, data, studies, surveys, drawings, maps, models, photographs and reports, whether in draft or final form, prepared by CONSULTANT as of the date of termination. CONSULTANT may not terminate this Agreement except for cause.

7. Notices and Designated Representatives: Any and all notices, demands, invoices and written communications between the parties hereto shall be addressed as set forth in this section 7. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CITY REPRESENTATIVE

Michael Ho, PE  
Deputy Director/City Engineer  
1 Civic Center Circle  
Brea, CA 92821

CONSULTANT REPRESENTATIVE

James G. Ross  
Public Works Group Leader  
15140 Transistor Lane  
Huntington Beach, CA 92649

Any such notices, demands, invoices and written communications, by mail, shall be deemed to have been received by the addressee forty-eight (48) hours after deposit thereof in the United States mail, postage prepaid and properly addressed as set forth above.

8. Insurance: The CONSULTANT shall not commence work under this contract until it has obtained all insurance required hereunder in a company or companies acceptable to CITY nor shall the CONSULTANT allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. The CONSULTANT shall take out and maintain at all times during the life of this contract the following policies of insurance:

(a) Workers Compensation insurance: Before beginning work, the CONSULTANT shall furnish to the CITY a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom the CONSULTANT may employ directly or through subcontractors in carrying out the work specified herein, in accordance with the laws of the State of California. Such insurance shall be maintained in full force and effect during the period covered by this contract. Further, such policy of insurance shall

provide that the insurer waives all rights of subrogation against CITY and its elected officials, officers, employees and agents.

In accordance with the provisions of Section 3700 of the California Labor Code, every contractor shall secure the payment of compensation to his employees.

CONSULTANT, by executing this Agreement, certifies as follows:

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

(b) For all operations of the CONSULTANT or any subcontractor in performing the work provided for herein, insurance with the following minimum limits and coverage:

(1) Commercial General Liability (occurrence) - for bodily injury, death and property damage for products/completed operations and any and all other activities undertaken by the CONSULTANT in the performance of this Agreement.

(2) Comprehensive Automobile Liability (occurrence) - for bodily injury, death and property damage insuring against all liability arising out of the use of any vehicle.

(3) Professional Errors and Omissions Liability (if required by the RFP) - insuring against all liability arising out of professional errors and/or omissions, providing protection of at least two million dollars and zero cents (\$2,000,000.00) for errors and/or omissions ("malpractice") of CONSULTANT in the performance of this Agreement. Such policy may be subject to a deductible or retention in an amount acceptable to CITY and shall further be subject to the provisions of subsections (2) and (6)



of Section c, below. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of work or services on CITY's behalf until three (3) years after the date the work or services are accepted as completed. Coverage for the post-completion period may be provided by renewal or replacement of the policy for each of the three (3) years or by a three (3) year extended reporting period endorsement which reinstates all limits for the extended reported period. If any such policy and/or policies have a retroactive date, that date shall be no later than the date of first performance of work or services on behalf of CITY. Renewal or replacement policies shall not allow for any advancement of such retroactive date. Each such policy or policies shall include a standard "notice of circumstances" provision, and shall be subject to the requirements of subsections (1), (2), (5), (6), (7), and (9) of Section 8 (c).

(5) Other required insurance, endorsements or exclusions as required by the Request for Proposal.

(6) The policies of insurance required in this Section 8(b) shall have no less than the following limits of coverage:

- (i) \$2,000,000 (Two Million Dollars) for bodily injury or death;
- (ii) \$2,000,000 (Two Million Dollars) for property damage;
- (iii) The total of the limits specified in subsections (i) and (ii), above, where a combined single limit is provided.

(c) The policies of insurance required in subsections (1) and (2) of Section 8(b), above shall:



(1) Be subject to no deductible amount unless otherwise provided, or approved in writing by CITY;

(2) Be issued by an insurance company approved in writing by CITY, which is admitted and licensed to do business in the State of California and which is rated A/VII or better according to the most recent A.M. Best Co. Rating Guide;

(3) Name as additional insureds the CITY, its elected officials, officers, employees, attorneys and agents, and any other parties, including subcontractors, specified by CITY to be included;

(4) Specify that it acts as primary insurance and that no insurance held or owned by the designated additional insureds shall be called upon to cover a loss under said policy;

(5) Specify that it applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability;

(6) Contain a clause substantially in the following words:

"It is hereby understood and agreed that this policy may not be canceled nor the amount of coverage thereof reduced until thirty (30) days after receipt by CITY of written notice of such cancellation or reduction of coverage as evidenced by receipt of a registered letter."

(7) Specify that any failure to comply with reporting or other provisions of the required policy, including breaches of warranty, shall not affect the coverage required to be provided;

(8) Specify that the insurer waives all rights of subrogation against any of the named additional insureds; and

(9) Specify that any and all costs of adjusting and/or defending any claim against any insured, including court costs and attorneys' fees, shall be paid in addition to and shall not deplete any policy limits.

(10) Otherwise be in form satisfactory to CITY.

(d) Prior to commencing performance under this Agreement, the CONSULTANT shall furnish the CITY with original endorsements, or copies of each required policy, effecting and evidencing the insurance coverage required by this Agreement. The endorsements shall be signed by a person authorized by the insurer(s) to bind coverage on its behalf. All endorsements or policies shall be received and approved by the CITY before CONSULTANT commences performance. If performance of this Agreement shall extend beyond one (1) year, CONSULTANT shall provide CITY with the required policies or endorsements evidencing renewal of the required policies of insurance prior to the expiration of any required policies of insurance.

9. Indemnity for Design Professional Services.

9.1 In connection with its design professional services, CONSULTANT shall hold harmless and indemnify CITY, and its elected officials, officers, employees, servants, designated volunteers, and those CITY agents serving as independent contractors in the role of CITY officials (collectively, "Indemnitees"), with respect to any and all claims, demands, damages, liabilities, losses, costs or expenses, including reimbursement of attorneys' fees and costs of defense (collectively, "Claims" hereinafter), including but not limited to Claims relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to in whole or in part to the negligence, recklessness, or willful misconduct of CONSULTANT or any of its officers, employees,

subcontractors, or agents in the performance of its design professional services under this Agreement.

9.2 Other Indemnities. In connection with any and all claims, demands, damages, liabilities, losses, costs or expenses, including attorneys' fees and costs of defense (collectively, "Damages" hereinafter) not covered by this Section 9.1, CONSULTANT shall defend, hold harmless and indemnify the Indemnitees with respect to any and all Damages, including but not limited to, Damages relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to the acts or omissions of CONSULTANT or any of its officers, employees, subcontractors, or agents in the performance of this Agreement, except for such loss or damage arising from the sole negligence or willful misconduct of the CITY, as determined by final arbitration or court decision or by the agreement of the parties. CONSULTANT shall defend Indemnitees in any action or actions filed in connection with any such Damages with counsel of CITY's choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT's duty to defend pursuant to this Section 9.2 shall apply independent of any prior, concurrent or subsequent misconduct, negligent acts, errors or omissions of Indemnitees.

10. Assignment and Subcontracting: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, nor shall any required performance be subcontracted, either in whole or in part, by CONSULTANT without the prior written consent of CITY.

11. Damages: In the event that CONSULTANT fails to submit to CITY the completed project, together with all documents and supplemental material required



hereunder, in public hearing form to the reasonable satisfaction of CITY, within the time set forth herein, or as may be extended by written consent of the parties hereto, CONSULTANT shall pay to CITY, as liquidated damages and not as a penalty, the sum of Zero Dollars (\$000.00) per day for each day CONSULTANT is in default, which sum represents a reasonable endeavor by the parties hereto to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by CONSULTANT, and due to the difficulty which would otherwise occur in establishing actual damages resulting from such default, unless said default is caused by CITY or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions.

12. Independent Contractor: CONSULTANT is retained by CITY only to the extent set forth in this Agreement, and the CONSULTANT's relationship to the CITY is that of an independent contractor. CONSULTANT shall be free to dispose of all portions of CONSULTANT's time and activities which CONSULTANT is not obligated to devote to the CITY in such a manner and to such persons, firms, or corporations as the CONSULTANT sees fit except as expressly provided in this Agreement. Neither the CITY nor any of its agents shall have control over the conduct of the CONSULTANT or any of the CONSULTANT's employees, except as set forth in this Agreement. CONSULTANT shall not have the status of an employee under this Agreement, or be entitled to participate in any insurance, medical care, vacation, sick leave or other benefits provided for CITY's officers or employees. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of CITY or otherwise act on behalf of the CITY as an agent. CONSULTANT shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of the CITY. CONSULTANT agrees to pay all required

taxes on amounts paid to CONSULTANT under this Agreement, and to indemnify and hold CITY harmless from any and all taxes, assessments, penalties, and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with the workers' compensation law regarding CONSULTANT and CONSULTANT's employees. CONSULTANT further agrees to indemnify and hold CITY harmless from any failure of CONSULTANT to comply with applicable workers' compensation laws. CITY shall have the right to offset against the amount of any fees due to CONSULTANT under this Agreement any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay to CITY any reimbursement or indemnification arising under this Section..

13. Governing Law and Venue: This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue for any legal action arising out this Agreement shall be the Superior Court of the County of Orange, California.

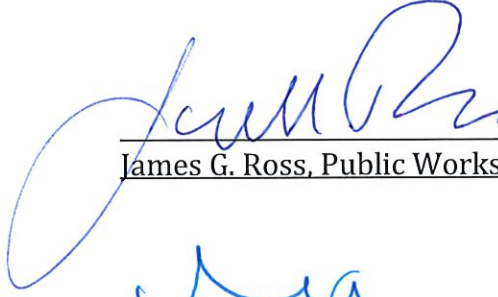
14. Attorneys' Fees: In the event any legal proceeding is instituted to enforce any term or provision of this Agreement, the prevailing party shall be entitled to recover attorneys' fees, experts' fees, and all other costs of litigation from the opposing party in an amount determined by the court to be reasonable.

15. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representation by any party which is not embodied herein nor any other agreement, statement, or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement shall be effective only if it is in writing signed by all parties. In the event of any inconsistency between this

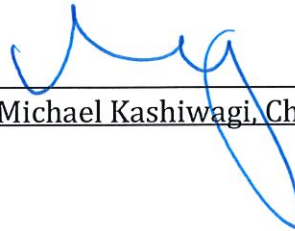
document and any of the Exhibits, the provisions of this document shall govern over the Exhibits, and the provisions of Exhibit A shall govern over the provisions of Exhibit B.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the  
day and year first set forth above:

CONSULTANT



James G. Ross, Public Works Group Leader



Michael Kashiwagi, Chief Operations Officer

(two signatures required if corporation)

CITY

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

January 22, 2019

Michael Ho,  
Deputy Director of Public Works | City Engineer  
City of Brea  
1 Civic Center Circle, Level 3  
Brea, CA 92821



**RE: Proposal to Provide Project Management and Oversight of the City's Capital Improvement Program**

Thank you for the opportunity to serve the City of Brea's Public Works Department. We are pleased to offer this letter proposal to provide as-needed Project Management and Oversight of the City's Capital Improvement Program.

We understand that the City requires an individual to provide as-needed project management and oversight of CIP operations and to work to ensure that the City's goals are consistently interpreted and met. We further understand that services in this capacity will not exceed \$150,000.

For this effort, we propose **Steve Kooyman, PE** at an hourly rate of \$150. Steve is a registered Civil Engineer with more than 25 years of civil engineering experience and has spent a vast amount of his career serving municipalities in high level management positions, including the City of Brea as City Engineer. His wealth of experience and local familiarity make him an ideal candidate to perform the requested services. A list of hourly rates and Steve's resume has been attached for your review.

I will serve as Principal-in-Charge and as the City's Management Contact. Please do not hesitate to contact me at 714.742.1551 or [jross@interwestgrp.com](mailto:jross@interwestgrp.com) should you have any questions. Thank you again for the opportunity to assist the City of Brea.

Sincerely,

A handwritten signature in blue ink, appearing to read 'James G. Ross', is positioned above the printed name and title.

**James G. Ross**  
Public Works Group Leader



## HOURLY RATES

The rates displayed in the fee schedule below reflect Interwest's current fees, which include shipping, supply, and material costs. Hourly rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations. In addition, there is no charge for shipping, supply, or material costs.

### CLASSIFICATION

### HOURLY BILLING RATE

#### Engineering

Principal-in-Charge .....	\$175
Project Manager .....	150
Traffic Engineer .....	160
Supervising Engineer .....	150
Senior Engineer .....	140
Engineering Associate III .....	125
Engineering Associate II .....	115
Engineering Associate I .....	105
Engineering Technician III.....	95
Engineering Technician II.....	85
Engineering Technician I.....	75
Student Trainee.....	30
Grading Plans Examiner.....	120

#### Construction Management

Construction Manager .....	145
Assistant Construction Manager .....	130
Supervising Public Works Inspector .....	135
Senior Public Works Inspector.....	125
Public Works Inspector III .....	125
Public Works Inspector II .....	115
Public Works Inspector I .....	105

Overtime, Night, Weekend, and Holiday Work..... 140% of above listed hourly rates



**INTERWEST  
CONSULTING  
GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

#### **EDUCATION**

Bachelor of Science, Civil Engineering,  
California State University, Chico, May  
1991

#### **REGISTRATIONS CERTIFICATIONS**

CA Registered Civil Engineer | 55757

NV Registered Civil Engineer | 13015

QSD/QSP Training

#### **PROFESSIONAL AFFILIATIONS**

National and OC ASCE Member

## **Steve Kooyman, PE**

### **CA Registered Professional Engineer**

Steve is a registered Civil Engineer with more than 25 years of civil engineering experience and has spent a vast amount of his career serving numerous jurisdictions throughout the Southern California region. His background has provided him with the knowledge of city engineering policies and procedures, which is a proven asset when providing technical assistance to engineers, architects, contractors, city personnel, and the public.

#### **PROJECT SPECIFIC EXPERIENCE**

##### **Senior Project Manager**

2019 – Present

Interwest Consulting Group

Steve provides Project Management and Senior Engineering Services to our clients throughout Southern California.

##### **Public Works Director | City Engineer**

2018 – 2019

City of Rancho Santa Margarita

Steve supervised and managed City staff and various consultants within the Public Works Engineering Division, administering a \$5-\$6 million annual Capital Improvement Program, and was responsible for:

- All work within the public rights-of-way, over 50 PW permits issued annually;
- Working directly with the City Manager, Community Development Director, Building Official, Community Services Director, Police and Fire Services, City Attorney, Finance Director, and Human Resource Director on all PW Engineering, Maintenance, and CIP projects as part of the Executive Team;
- Coordinating with the various master and individual HOA's within the City
- Preparing and presenting various staff reports to the City Council for CIP projects;
- Administering and implementing various City Council and City Manager policies, procedures, goals, and priorities for the City;
- Managing and monitoring all work within the Department, including: developing the annual work plan and staffing plan, and developing and supervising all public works contracts in coordination with the City Attorney;

##### **City Engineer**

2015 – 2018

City of Brea

As City Engineer, Steve managed staff and administered a \$30-\$40 million annual CIP. He was responsible for:

- Updating and developing the City's Circulation Plan within the General Plan, Traffic, Water, Fire and Dispatch Impact Fee Programs, Sewer, Water, and Drainage Master plans;
- Developing expense and funding projections in coordination with the development of the 2016, 2017, and 2018 CIP and annual Engineering operational budgets;
- All work within the public rights-of-way, over 200 PW permits issued annually;
- Preparing and presenting various staff reports to the Planning Commission and City Council for CIP and development projects;
- Supervising, reviewing, and stamping all final parcel/tract maps, and lot line adjustments related to subdivisions within the City; and,
- Managing and coordinating all CEQA/NEPA documents with the City Planner within the Planning Division for PW projects.

##### **Assistant Public Works Director, Public Works and Utilities Department**

2013 – 2015

City of San Juan Capistrano

Steve supervised and managed up to 12 employees and various consultants within the PW Division for a \$10-\$15 million annual CIP. In this position, he was responsible for:

- Updating and developing of the City's Circulation Funding Plan with development projections in coordination with the development of the CIP and annual fiscal year



[www.interwestgrp.com](http://www.interwestgrp.com)

- operational budgets;
- Managing the pavement management and NPDES storm water program for the City;
- Managing and supervising the maintenance of the City's parks and facilities in coordination with the Maintenance Superintendent;
- Attending and managing various advisory committees within the City for the bike/equestrian trails, and parks;
- Managing and coordinating all CEQA/NEPA documents with the Planning Department for PW projects; and,
- Managing and developing the Engineering Division annual work and staffing plans

**Acting Deputy Director, Engineering, Transportation Planning and Land Development | Senior Civil Engineer | Supervising Civil Engineer**

2001 – 2013

County of El Dorado

Steve served the County of El Dorado for more than a decade in various high level management positions, at his peak supervising a staff of more than 20 employees and several consultants within the Transportation Planning and Land Development Unit. He managed projects a part of the County's \$30-\$45 million annual CIP with the following responsibilities:

- Working directly with County Board Members on various high profile projects in coordination with the Presidential Tahoe Summit and State Forums;
- Serving as the County Engineer for all development within the County;
- Managing the pavement management program, traffic impact program, and NPDES storm water program for the County;
- Working directly with the County Counsel on all subdivision map agreements and PW/transportation contracts;
- Working directly with the Planning Director and County Counsel during the development of the General Plan Update;
- Attending and facilitating various public meetings regarding the General Plan Update and CIP;
- Supervising and managing the Tahoe Storm Water Management Program with Total Maximum Daily Load and NPDES requirements;
- Supervising the County's Transportation efforts in Tahoe Managed and developed the Tahoe Engineering Units annual and 5-year budgets;
- Working directly with the Tahoe Maintenance Division on all roadway, bridge, and drainage improvements; and,
- Facilitating and managing various public outreach meetings with respect to the CIP projects in Tahoe.

**Associate Civil Engineer**

1997 – 2001

City of South Lake Tahoe

Steve performed civil engineering design; completed hydraulic/hydrology reports, construction specifications, and contract documents; and performed construction management and inspection for numerous civil engineering within the City. He worked directly with the Planning Department on all development projects within the City including the Redevelopment Agency; and, administered, reviewed, and issued the various PW permits within the City.

**Civil Engineer**

1993 – 1997

Ernie Jones Associates, Ltd

Steve performed civil engineering design and performed construction management and inspection for numerous civil engineering projects, including many residential home designs in South Lake Tahoe. He designed and prepared plans for several apartment complexes, subdivision maps, improvement plans, and various water, sewer, erosion control projects.

City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 02/05/2019  
**SUBJECT:** Approval to Purchase Suppressors for Police Department Patrol Rifles.

---

**RECOMMENDATION**

It is recommended that the City Council approve the purchase of suppressors for the police department patrol rifles.

**BACKGROUND/DISCUSSION**

The Police Department is purchasing new rifles for the entire agency to replace existing end of service life rifles. A patrol rifle consists of a rifle, sling, light, suppressor, and sight/optic. The new replacement rifle purchase was presented to the Council via a Decision Package and was approved as a two-part purchase at the June 19, 2018 City Council meeting under Agenda Item 19. The first part of the purchase was planned to take place during Fiscal Year 2018-19 and is specific to the purchase of the accessories including sights, lights, suppressors and racks. The second step will be the purchase of the actual rifles themselves during Fiscal Year 2019-20.

Suppressors, by design, reduce the audible sound of high velocity rounds reducing the likelihood of permanent hearing damage to the officers. In addition to sound reduction, suppressors also reduce muzzle blast and side blast gases, which can be harmful to officers and civilians in proximity to a weapon being fired. We have tested a variety of suppressors from AAC, SureFire LLC, Gemtech, APD, and Sig Sauer and concluded that the SureFire Socom 556SB suppressor meets the needs of our patrol rifle program and is a proven brand and device. Surefire Socom suppressors are currently in use by the United States Military Special Operations Command forces, where they have been used extensively for many years, and by our SWAT team in small quantities over the years. Their durability is well established. Surefire Inc. is a local Orange County company located in Fountain Valley, California, which is an additional benefit should there be any warranty issues that arise in the future.

The retail price of the SureFire Socom 556SB suppressor is \$1,175 per unit. This particular model was discontinued at the beginning of 2018 and we have the opportunity to purchase them for a significant cost savings of \$650 per unit or \$39,000 for the 60 units that we require for our rifle program. The new model, Socom556SAB2, has the same internal baffles as this device, same noise reduction rating, and the only change to it was the aesthetics of the end cap. This price is based on our existing relationship with Arms Unlimited and a \$45 per unit savings over their published price of \$695 per unit. This is within the budget established in the Decision Package.

We are required to sole source this item specifically as it is currently only available in the quantity

we need from one vendor, Arms Unlimited, as they bought out the remaining supply of these suppressors from the manufacturer. We have an established a relationship with this vendor and have been purchasing tactical equipment from them for several years. This is a time sensitive purchase as this is the last inventory in existence for this product and there are less than 150 units available. Attached is a letter from SureFire LLC stating that the only vendor with sufficient inventory to fulfill our order is Arms Unlimited. The letter also documents that these units are still fully warranted by SureFire Inc's outstanding customer service and warranty. We requested a quote from one of our other regular suppliers, Adamson Police Products, and they responded that they were unable to provide this product. Based on all of the above factors, staff recommends approving the Purchasing Agent to purchase the 60 units from Arms Unlimited.

#### **COMMISSION/COMMITTEE RECOMMENDATION**

Finance Committee at their January 29, 2019 meeting approves and recommends to City Council to approve the purchase of the suppressors for the Police Department Patrol rifles.

#### **FISCAL IMPACT/SUMMARY**

There is currently \$84,200 in the FY 2018-19 approved budget for the purchase of patrol rifle accessories (which includes suppressors). If approved, the \$39,000 purchase of suppressors will leave a balance of \$45,200 to purchase the remaining rifle accessories.

#### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Concurrence: Christopher Wood, Police Sergeant

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#### **Attachments**

Invoice Arms Unlimited  
Letter

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3515 W Post Rd Ste 125  
Las Vegas, NV 89118  
(866)229-1355  
daniel@armsunlimited.com  
ArmsUnlimited.com



## QUOTE

### ADDRESS

Brea Police Department  
1 Civic Center Circle  
Brea, CA 92821

QUOTE # 2919

DATE 01/24/2019

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ACTIVITY	QTY	RATE	AMOUNT
<b>SOCOM556-SB</b> SureFire SOCOM Fast- Attach .223/5.56 Rifle Sound Suppressor	60	650.00	39,000.00
FREE FREIGHT, in stock for immediate delivery			
TOTAL			<b>\$39,000.00</b>

Accepted By

Accepted Date

Bank: Wells Fargo  
Account Number 6540645477  
Routing: 321270742  
Wire Transfer Routing: 121000248  
Swift: WFBIUS6S



December 18, 2018

Dear Mr. Wood,

SureFire has stopped manufacturing the SOCOM556-SB series suppressor. Arms Unlimited has the only sufficient inventory of these suppressors to supply a 60 unit order requirement.

The SOCOM556-SB series suppressors are fully supported by the SureFire Warranty.

Kind Regards,

George Syrengelas  
Director, Product Management  
SureFire, LLC

## Wood, Christopher

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**From:** Josh Nielsen <jnielsen@policeproducts.com>  
**Sent:** Wednesday, December 26, 2018 2:21 PM  
**To:** Wood, Christopher  
**Subject:** Surefire Quote

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Hello Chris – I received your request for quote on a Surefire SOCOM556-SB. Unfortunately, we are unable to provide this product and quote. I'm sorry for any inconvenience. If there are any other products that we can help you with in the future, please let us know.

Thank you,

**Joshua Nielsen**  
**Western Regional Manager**  
**Adamson Police Products**  
**10764 Noel Street**  
**Los Alamitos, CA 90720**

**160 Airway Blvd**  
**Livermore, CA 94551**  
**714.220.0906O**  
**714.220.1842F**  
**714-686-7303C**  
[jnielsen@policeproducts.com](mailto:jnielsen@policeproducts.com)  
[www.policeproducts.com](http://www.policeproducts.com)

**ITAR WARNING:** This email may contain or attach defense technical data covered by the U.S. Munitions List and International Traffic in Arms Regulations. U.S. State Dept. authority for export of such technical data from US is required. Re-export, re-transfer, or disclosure to unauthorized parties including non-US Persons is prohibited.



**City of Brea**

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Professional Services Agreement with LPA, Inc. in the amount not-to-exceed \$50,000 for Parks, Recreation and Human Services Planning Services.

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**RECOMMENDATION**

Approve Agreement with LPA, Inc. in the amount not-to-exceed \$50,000.

**BACKGROUND/DISCUSSION**

The City of Brea prides itself on being a forward-thinking organization which takes proactive measures to make our community a great place to live, work and play. With that in mind, in 2017, the City took on a large-scale community engagement effort, Brea Envisions, to hear what residents are hoping to see in Brea in coming years. Out of Brea Envisions a Community Strategic Plan was created highlighting various values and initiatives to focus on. Parallel to that, Public Works worked diligently to bring a Facilities Conditions Report before the Parks, Recreation and Human Services Commission in October 2018 which will help guide staff on the various infrastructure improvements (i.e. roofing replacement, irrigation repairs, etc.) that need to occur at our various facilities over the next 20 years.

Community Services is interested in taking the next steps in determining the future of Brea's parks, recreation and human services facilities and programming. Staff is looking solicit services from LPA, Inc., an architecture consultant with a wide range of experience in community planning. These services will include take a current assessment of existing parks, recreation and human services facilities and programs, comparing those to current trends neighboring markets, and ultimately preparing a gaps analysis summary showing facility and program needs for the future. LPA will take the findings from Brea Envisions, the Facilities Conditions Report, as well as the recently approved goals of our Parks, Recreation and Human Services Commission into account throughout their assessment.

The objective of this project is to assist City staff in preparing a Parks, Recreation and Human Services Implementation Plan. This plan will be utilized to determine the parks, recreation and human services facility and programming gaps in the citywide system and to identify various needs for the community to focus on. In addition, with impending development, staff believes time is of the essence to gather this information in preparation for future discussions with the private land development community. Staff believes this unbiased, third-party assessment is vital to future discussions with developers as it will validate the desires of our community. Also included in the deliverable will be a mechanism which would obligate developers to pay their fair share of this assessment, in other words, reimburse the City for the cost of this project.

The assessment will pinpoint broad concepts that Brea can strive towards achieving, rather than dictate what specific types of programming to add. City staff intends to incorporate further engagement efforts to determine exactly what Breans are looking for prior to new facilities and programs being added.

LPA has previously done work for Brea. LPA was the architect behind the Brea Community Center, completed in 1996, and the Brea Sports Park, completed in 2009. LPA is familiar with our community and staff has remained satisfied with their work and high quality staff. The term of the proposed PSA is until the project is completed which is expected to take 4-6 months. The project cost is estimated to be \$46,865 and staff has built a roughly \$3,000 contingency into the contract.

**COMMISSION/COMMITTEE RECOMMENDATION**

At their January 28, 2019 meeting the Parks, Recreation and Human Services Commission approved the project to move forward to City Council.

At their January 29, 2019 meeting the Finance Committee approved the project to move forward to City Council.

**FISCAL IMPACT/SUMMARY**

There is no General Fund impact. Funds will come out of the Park Development Fund (250) with the intent to recuperate funds through Development Agreements and/or Developer Fees.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Jenn Colacion, Management Analyst  
Concurrence: Chris Emeterio, Assistant City Manager

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**Attachments**

PSA  
Exhibit A - Scope of Services  
Exhibit B - Insurance

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**PROFESSIONAL SERVICES  
AGREEMENT BETWEEN  
THE CITY OF  
BREA AND  
LPA, INC. FOR  
PROFESSIONAL PARKS AND RECREATION  
PLANNING SERVICES**

This Agreement for (hereinafter referred to as "Agreement" or "Contract") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2019 ("Effective Date"), between the City of Brea, a municipal corporation (hereinafter referred to as "CITY") and **LPA, Inc.** (hereinafter referred to as "CONTRACTOR") with CITY and CONTRACTOR sometimes referred to as "Party" or collectively as "Parties".

**I. Attachments**

This Contract is comprised of this document and the following Attachments, which are attached hereto and incorporated by reference into this Contract:

Exhibit A – Scope of Services

Exhibit B - Insurance

**II. Recitals**

- A. CITY has a need for Professional Parks and Recreation Planning Services as set forth in Exhibit A ("Services"); and
- B. CITY desires to engage CONTRACTOR to provide those Services for the Community Services Department; and
- C. CONTRACTOR possesses the skill, experience, ability, background, and knowledge to provide the Services for the Project as described in this Agreement; and that it is qualified to provide and willing to perform those Services as set forth in this Contract; and
- D. CITY solicited and received a proposal from CONTRACTOR for Professional Parks and Recreation Planning Services as set forth in Exhibit A ("Services"); and
- E. CITY and CONTRACTOR have agreed that the engagement term will be until project has been completed per the Project Schedule in Exhibit A; and
- F. CITY has agreed to pay CONTRACTOR for their satisfactorily performed Services the amounts as set forth in Exhibit A, not to exceed \$ 50,000;
- G. NOW, THEREFORE, the Parties mutually agree as follows:

### III. Agreement

#### A. Scope of Work

1. CONTRACTOR shall perform those services described in Recital I.A., above, and as more fully described in the Scope of Services attached hereto as Exhibit "A" incorporated by reference herein ("the Services").

#### B. Term

1. CONTRACTOR shall perform the Services for the term of the agreement, which shall until project has been completed based on the Project Schedule stated in Exhibit A.

#### C. Compensation

1. and the price described in Agreement B.1, below, and as more fully described in the Term and Price attached hereto as Exhibit "A".
2. CONTRACTOR shall perform the Services for the term and the price described in Agreement B.1, below, and as more fully described in the Term and Price attached hereto as Exhibit "A".

#### D. Compensation

1. CITY shall pay CONTRACTOR a maximum sum of **\$50,000** for the performance of the services required hereunder. This sum shall cover the cost of all staff time and all other direct and indirect costs and fees, including the work of employees, CONTRACTOR and subcontractors to CONTRACTOR. Payment to CONTRACTOR, by CITY, shall be made in accordance with the schedule set forth below.
2. CITY shall pay Contractor, unless otherwise agreed upon, in accordance with the invoices submitted by CONTRACTOR, on a monthly basis, and such invoices within a reasonable time after said invoices are received by CITY. All charges shall be in accordance with CONTRACTOR's proposal either with respect to hourly rates or lump sum amounts for individual tasks
3. CITY shall pay Contractor for additional services requested, in writing, by CITY on a reimbursement basis in accordance with any agreed upon fee schedule established for CONTRACTOR's services. Charges for additional services shall be invoiced on a monthly basis and shall be paid by CITY within a reasonable time after said invoices are received by CITY.

- E. Commencement of Work
  - 1. CONTRACTOR shall commence performance, upon receiving specific instructions from the CITY, hereunder in accordance with the Scope of Services attached hereto, and with all Federal, State, and City statutes, regulations, ordinances, and guidelines, all to the reasonable satisfaction of CITY.
- F. Documents
  - 1. CONTRACTOR shall supply copies of all required reports, writings, photographs and/or documents (hereinafter collectively referred to as "documents") including any supplemental documents to CITY, necessary for CONTRACTOR to perform the Services, or as otherwise specifically required hereunder in such numbers as are required CITY.
  - 2. CITY may thereafter review and forward to CONTRACTOR comments regarding said documents and CONTRACTOR shall thereafter make such revisions to said documents as are deemed necessary.
  - 3. CITY shall receive revised documents in such form and, as a reimbursable expense, in the quantities determined necessary by CITY.
- G. Subcontractors
  - 1. CONTRACTOR shall secure and hire such other persons, at CONTRACTOR'S sole cost and expense, in the opinion of CONTRACTOR, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONTRACTOR, CONTRACTOR hereby warrants that such persons shall be fully qualified to perform services required hereunder.
  - 2. CONTRACTOR further agrees that no subcontractor shall be retained by CONTRACTOR except upon the prior written approval of CITY.
- H. Customer Care
  - 1. CONTRACTOR shall provide exceptional Customer Care while fulfilling the terms of this Agreement, is performing as a representative of CITY. Any negative contact with staff, residents/citizens, businesses, visitors or other contractors shall be reported by CONTRACTOR immediately to CITY. CONTRACTOR's management and supervisory personnel shall intercede to resolve or mitigate the negative contact in conjunction with CITY staff. CITY and CONTRACTOR may agree in advance to a single person contact, a representative of either the CITY or CONTRACTOR, for the investigation and response to complaints.
- I. Confidentiality
  - 1. Any and all information and data provided to CONTRACTOR pursuant to this Agreement shall be forever maintained as confidential by CONTRACTOR, to the maximum extent permitted by law.

J. Information and Assistance

1. CITY shall provide information and assistance as needed to enable CONTRACTOR to perform the Services.
2. Assistance, if necessary, in obtaining information from other governmental agencies and/or private parties shall be CONTRACTOR's responsibility to make all initial contact with respect to the gathering of such information.

K. Indemnity

1. CONTRACTOR and CITY agree that CITY, its elected officials, officers employees, agents and volunteers should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys fees, litigation costs, defense costs, court costs or any other cost arising out of, pertaining to or relating to the negligence, recklessness or willful misconduct in performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the fullest protection possible under the law to the CITY.
2. To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify and hold CITY, its elected officials, officers employees, agents and volunteers free and harmless from any and all liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged, or threatened, actual attorneys fees and experts costs incurred by CITY, court costs, interest, defense costs including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in, arising out of, pertaining to or relating to the negligence, recklessness or willful misconduct in CONTRACTOR's performance of this Agreement. All obligations under this provision are to be paid by CONTRACTOR as they are incurred by the CITY.
3. Any tort claims filed against the CITY related to CONTRACTOR's performance of this Agreement and subsequently tendered to CONTRACTOR shall be promptly investigated, and the resolution of such claims shall be promptly reported to the CITY.
4. The obligations of CONTRACTOR under this or any other provision of this Agreement will not be limited by the provisions of any workers compensation act or similar act. CONTRACTOR expressly waives its statutory immunity under such statutes or laws as to CITY, its employees, agents and officials.
5. CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those as set forth here in this section from each and every subcontractor, sub-tier contractor or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance or subject matter of this Agreement. Notwithstanding the foregoing, CONTRACTOR

agrees to be fully and primarily responsible for all claims and liabilities arising out of the acts or omissions of any of its contractors and sub-tier contractors in the performance of this Agreement.

6. Failure of CITY to monitor compliance with these requirements imposes no additional obligations on CITY and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend CITY as set forth herein is binding on the successors, assigns or heirs of CONTRACTOR and shall survive the termination of this Agreement or this section.
7. For claims based on professional errors and omissions and notwithstanding anything else in this Section K or in this Agreement, CONTRACTOR's obligation to indemnify does not include the obligation to defend actions or proceedings brought against CITY but rather to reimburse CITY as damages for attorney's fees and legal costs incurred by CITY in defending such actions or proceedings brought against CITY in proportion to a determination of liability not to exceed CONTRACTOR's proportionate percentage of fault.

L. Insurance

1. Throughout the term of this Agreement, CONTRACTOR agrees to provide and maintain insurance as set forth in Exhibit "C" attached hereto and incorporated herein by reference.

M. Independent Contractor

1. The parties hereto agree that CONTRACTOR and its employees, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of CITY.

N. Ownership of Documents

1. All documents prepared by CONTRACTOR pursuant to this Agreement shall be considered works made for hire and, together with all intellectual property rights arising therefrom, shall be deemed to be the property of CITY.
2. CONTRACTOR hereby assigns to CITY any and all intellectual property rights to such documents not otherwise conveyed by this subsection.

O. Termination

1. This Agreement may be terminated by CITY upon the giving of a written "Notice of Termination" to CONTRACTOR at least thirty (30) days prior to the date of termination specified in said notice. In the event this Agreement is so terminated, CONTRACTOR shall be compensated at CONTRACTOR's applicable hourly rates on a pro-rata basis with respect to the percentage of the Services completed as of the date of termination.
2. CONTRACTOR shall provide to CITY any and all documents and reports, whether in draft or final form, prepared by CONTRACTOR as of the date of termination.

3. CONTRACTOR may not terminate this Agreement except for cause. Termination or expiration of this Agreement does not release CONTRACTOR from any and all claims, damages or other liability incurred prior to termination or expiration.

P. Governing Law

1. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
2. Venue for any litigation arising out of this Agreement shall be the Superior Court of the County of Orange.

Q. Attorneys' Fees

1. In the event any legal proceeding is instituted to enforce any term or provision of the Agreement, the prevailing party in said legal proceeding shall be entitled to recover attorneys' fees and costs from the opposing party in an amount determined by the court to be reasonable.

R. Entire Agreement

1. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties with respect to the subject matter herein.
2. Each party to this Agreement acknowledges that no representation by any party which is not embodied herein nor any other Agreement, statement or promise not contained in this Agreement shall be valid or binding.
3. Any modification of this Agreement shall be effective only if it is in writing signed by all parties.

S. Notices and Designated Representatives:

1. Any and all notices, demands, invoices and written communications between the parties hereto shall be addressed as set forth in this subsection. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CONTRACTOR

LPA, Inc.

60 South Market Street, Suite 150

San Jose, CA 95113

Arash Izadi, ASLA, LEED AP

Director of Sport and Recreation

949-701-4059

aizadi@lpainc.com

CITY

City of Brea

Community Services



1 Civic Center Circle

Brea, CA 92821

Chris Emeterio

Assistant City Manager

714-990-7775

[chrise@cityofbrea.net](mailto:chrise@cityofbrea.net)

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first set forth above:

**CONTRACTOR**

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

Corporation Type: \_\_\_\_\_

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

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

Signature: \_\_\_\_\_

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

**[if corporation, two signatures required]**

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

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

Signature: \_\_\_\_\_

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

**CITY**

\_\_\_\_\_  
City of Brea

Corporation Type: a California Municipal Corporation

Printed Name: Christine Marick

Title: Mayor

Signature: \_\_\_\_\_

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

**ATTEST**

Printed Name: Lillian Harris-Neal

Title: City Clerk

Signature: \_\_\_\_\_

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

## **ATTACHMENT A INSURANCE REQUIREMENTS**

### **I. Existing Coverage**

- A. If CONTRACTOR uses existing coverage to comply with these requirements and that coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so.

### **II. Coverage Requirements**

- A. The following coverages will be provided by CONTRACTOR and maintained on behalf of CITY and in accordance with the requirements set forth herein:
  - 1. Commercial General Liability/Umbrella Insurance. Primary insurance shall be provided on ISO-CGL form No. CG 00 01 11 85 or 88 or similar. Total limits shall be not less than two million dollars (\$2,000,000) per occurrence for all coverage and two million dollars (\$2,000,000) general aggregate.
  - 2. CITY and its officers, agents and employees shall be named as additional insureds using ISO additional insured endorsement form CG 20 10 11 85 or similar.
  - 3. General and Auto Liability Insurance Coverage shall be provided on a "per occurrence" basis and shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance, primary or excess, available to CITY or any employee or agent of CITY. Coverage shall not be limited to the vicarious liability or supervisory role of any additional insured. Umbrella Liability Insurance (over primary) shall apply to bodily injury/property damage, personal injury/advertising injury, at a minimum, and shall include a "drop down" provision providing primary coverage above a maximum of \$25,000.00 self-insured retention for liability not covered by primary policies but covered by the umbrella policy.
  - 4. Coverage shall be in the following form as to any underlying coverage. Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. There shall be no cross-liability exclusion. Policies shall have concurrent starting and ending dates.
  - 5. Business Auto/Umbrella Liability Insurance. Primary coverage shall be written on ISO Business Auto Coverage form CA 00 01 06 92 or similar including symbol 1 (Any Auto). Limits shall be no less than one million dollars (\$1,000,000) per accident. Starting and ending dates shall be concurrent. If CONTRACTOR owns no autos, a non-owned auto endorsement to the General Liability policy drafted above is acceptable.
  - 6. Workers' Compensation/Employers' Liability shall be written on a policy form providing workers' compensation statutory benefits as required by law. Employers' liability limits shall be no less than one

million dollars (\$1,000,000) per accident or disease. Employer's liability coverage shall be scheduled under any umbrella policy described above. Unless otherwise agreed, this policy shall be endorsed to waive any right of subrogation as respects CITY, its officers, agents or employees.

7. Professional Errors and Omissions Liability shall be no less than two million dollars (\$2,000,000) per occurrence for all coverage and two million dollars (\$2,000,000) general aggregate. Coverage shall be provided on a "per occurrence" basis and shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance, primary or excess, available to CITY or any employee or agent of CITY. Such policy may be subject to a deductible or retention in an amount acceptable to CITY. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of work or services on CITY's behalf until three (3) years after the date the work or services are accepted as completed. Coverage for the post-completion period may be provided by renewal or replacement of the policy for each of the three (3) years or by a three (3) year extended reporting period endorsement which reinstates all limits for the extended reported period.

If any such policy and/or policies have a retroactive date, that date shall be no later than the date of first performance of work or services on behalf of CITY. Renewal or replacement policies shall not allow for any advancement of such retroactive date. Each such policy or policies shall include a standard "notice of circumstances" provision.

B. Additional insurance requirements:

1. This Section supersedes all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.
2. Nothing contained in this Section is to be construed as affecting or altering the legal status of the parties to this Agreement. The insurance requirements set forth in this Section are intended to be separate and distinct from any other provision in this Agreement and shall be interpreted as such.
3. All insurance coverage and limits provided pursuant to this Agreement shall apply to the full extent of the policies involved, available, or applicable. Nothing contained in this Agreement or any other agreement relating to CITY or its operations limits the application of each insurance coverage.
4. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any party to be all-inclusive, or to the exclusion of other coverage, or a waiver of any type.

5. For purposes of insurance coverage only, this Agreement shall be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.
6. All general or auto liability insurance coverage provided pursuant to this Agreement, or any other agreements pertaining to the performance of this Agreement, shall not prohibit CONTRACTOR, and CONTRACTOR's agents, officers, or employees from waiving the right of subrogation prior to a loss. Contractor hereby waives all rights of subrogation against CITY.
7. Unless otherwise approved by CITY, CONTRACTOR's insurance shall be written by insurers authorized to do business in the State of California and with a minimum "Best's" Insurance Guide rating of "A VII."
8. In the event any policy of insurance required by this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONTRACTOR. Upon CONTRACTOR's failure to make such reimbursement within 30 days of written demand, CITY may deduct that sum from any monies due CONTRACTOR hereunder or otherwise.
9. CONTRACTOR agrees to provide evidence of the insurance required herein, satisfactory to CITY, consisting of certificate(s) of insurance evidencing all of the coverages required and an additional insured endorsement to CONTRACTOR's general liability and umbrella liability policy (if any) using ISO form CG 20 10 11 85 or similar. Certificate(s) are to reflect that the insurer will provide 30 days' notice of any cancellation of coverage, except for ten (10) days' notice for non-payment of premium. CONTRACTOR agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regarding to any notice provisions. CONTRACTOR agrees to provide complete copies of policies to CITY upon request.
10. CONTRACTOR shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof shall be furnished within 72 hours of the expiration of the coverage.
11. Any actual or alleged failure on the part of CITY or any other additional insured under these requirements to obtain proof of insurance required under this Agreement in no way waives any right or remedy of CITY or any additional insured, in this or any other regard.
12. CONTRACTOR agrees to require all subcontractors or other parties hired for this project to provide general liability insurance

naming as additional insureds all parties to this Agreement. CONTRACTOR agrees to obtain certificates evidencing such coverage and make reasonable efforts to ensure that such coverage is provided as required here. CONTRACTOR agrees to require that no contract used by any subcontractor, or contracts CONTRACTOR enters into on behalf of CITY, will reserve the right to charge back to CITY the cost of insurance required by this Agreement. CONTRACTOR agrees that upon request, all agreements with subcontractors or others with whom CONTRACTOR contracts on behalf of CITY will be submitted to CITY for review. Failure of CITY to request copies of such agreement will not impose any liability on CITY, its officers, agents, or employees.

13. If CONTRACTOR is a Limited Liability Company (LLC), general liability coverage must be amended so that the LLC and its managers, affiliates, employees, agents and other persons necessary or incidental to its operations are insureds.
14. CONTRACTOR agrees to provide immediate notice to CITY of any claim or loss against CONTRACTOR that includes CITY as a defendant. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims.

End of Attachment A

**UPDATE:** January 3, 2019;  
Revised Jan. 23, 2019

**CLIENT:** City of Brea

**CONTACT:** Chris Emeterio

**PROJECT:** Professional Parks and Recreation  
Planning Services

**LOCATION:** City of Brea

**ARCHITECT:** LPA, Inc. "LPA"

**CONTACT:** Arash Izadi, ASLA, LEED AP  
Director of Sport + Recreation  
60 South Market Street, Suite 150  
San Jose, Ca. 95113  
[aizadi@lpadesignstudios.com](mailto:aizadi@lpadesignstudios.com)  
(408) 780-7203

John Courtney, ASLA LEED AP  
Senior Project Manager  
LPA Sport + Recreation  
431 I Street, Suite 107  
Sacramento, CA 95814  
[jcourtney@lpadesignstudios.com](mailto:jcourtney@lpadesignstudios.com)  
(916) 287-2341

## **PROPOSAL FOR SERVICES - INTRODUCTION**

The following detailed scope of services has been uniquely crafted for the City of Brea based upon the preproposal conference, LPA's knowledge of the Brea environment, and recreation industry best practices. The objective of the project is to assist City staff and the private land development community in Brea to prepare an Internal Community Services Implementation Plan. This plan will be utilized to determine the recreational and park facility gaps in the citywide system, and identify priority needs for the community to focus on in future discussions with the development community. The plan will provide a tool for staff to implement facilities as part of the park and community facilities programming and planning activities with the Brea Community Services Department, Community Development Department and private developer teams.

We desire to collaborate with the Brea Community Services Department to refine and elaborate upon the following approach to make it suit the precise needs of the City:

## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



## SCOPE OF WORK (BASIC SERVICES)

### Phase A - INVENTORY, ASSESSMENT & MARKET STUDY

To better understand the City of Brea's current recreation amenities, activities, user groups and facility utilization, a baseline study or "snapshot" of existing facilities, programs, markets and trends will be developed in Phase A, utilizing the following tasks:

### TASK 1 – PROJECT KICKOFF AND SCHEDULE

**1.01 Background Review** services required to establish program requirements for the project.

- .01 The Consultant Team will review existing documents prepared by and for the City including: The General Plan Recreation Element, recently completed Brea Envisions Community Strategic Plan, current and planned future development plans, Parks, Recreation and Human Services Commission goals, City standards, policies and objectives, and CIP.
- .02 Prepare and provide a list of potential additional documents that may need to be provided.

**1.02 Kickoff Meeting** services required to establish relationships and coordination of the project.

- .01 We will conduct a kickoff meeting to establish a good working relationship with City staff.
- .02 A project schedule will be developed during the meeting that LPA will track and update for each meeting during the planning process.
- .03 Meeting minutes from each meeting will be provided with delivery date estimates and performance verification.

**1.03 Summary of Meetings:** services consisting of meeting attendance and presentations of

Predesign Phase analyses and recommendations by LPA, INC. as follows:

- .01 One (1) – Kickoff Meeting.
- .02 One (1) - Oversight Committee Skype Meeting

### 1.04 Summary of Deliverables:

- .01 Schedule.
- .02 Document Summary List
- .03 Meeting Minutes

### TASK 2 – INVENTORY OF EXISTING PARKS, FACILITIES AND PROGRAMS

**2.01 Recreation Facility Inventory** will be prepared, inventory activities include:

- .01 Conduct a full day City-wide tour with City Staff to inventory and assess the current condition of recreation facilities.
- .02 With staff assistance to inventory smaller park sites that may not be visited during the city-wide tour, we will prepare a facility inventory matrix for existing park sites and recreation facilities including metrics such as: land use planning, acreage, condition, amenities by type; for sports fields, identification of game, practice, or overlay status, presence of lighting.
- .03 Prepare a map of existing parks and recreation facilities.
- .04 Prepare a service area map identifying geographic level of service gaps by type of park.

**2.02 Recreation Programs Inventory** will be developed:

- .01 We will interview staff, gather recreation program data provided by staff and create an inventory of existing recreation programs including the following metrics: type of program, written description, approximate participation levels, seasonality, program objectives.
- .02 Prepare a programs inventory matrix to catalogue the metrics listed above



## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



### 2.03 Summary of Meetings:

- .01 One (1) Team / Staff Meeting.
- .02 Two (2) Skype Coordination Meetings
- .03 One-day Parks Inventory Tour
- .04 One (1) Recreation staff programs interview

### 2.04 Summary of Deliverables:

- .01 Recreation Facilities Inventory Matrix
- .02 Facility Map
- .03 Level of Service Gap Map
- .04 Existing Programs Inventory Matrix

## TASK 3 – MARKET STUDY & TRENDS ANALYSIS COORDINATION

**3.01** LPA shall collaborate with **Market Study** consulting firm to assist with their preparation of materials and data (provided by others in under separate cover)

**3.02** LPA shall collaborate with Market Study consulting firm to assist with their preparation of **Sports and Leisure Activity Trends Analysis** materials and data (provided by others in under separate cover)

**3.02 Summary of Presentations / Meetings** services consisting of meeting attendance and presentation of by LPA to the following **Client** representatives:

- .01 One (1)–Team/Staff Skype Videoconference

**3.03 Summary of Deliverables** consisting of:

- .01 Not applicable, (reports to be provided by others)

## PHASE B – WORKSHOPS, PLAN PRODUCTION

An active, collaborative, and strategically focused community assessment process is a high priority of this project. The following community assessment tool will be provided:

## TASK 4 – GATHER AND ASSESS COMMUNITY NEEDS

### 4.01 Staff In-house Workshop

- .01 Provide a half-day workshop session to explore opportunities for the department provided in the recently completed Community Strategic Plan and survey data
- .02 Determine the department's key competencies
- .03 Discuss departmental strengths, weaknesses, opportunities and constraints
- .04 Develop a draft internal strategic implementation plan for the next 10 years.

### 4.02 Public Financing Discussions

- .01 Meet with City staff to discuss options for public financing opportunities, including but not limited to developer impact fees, developer agreements, grant opportunities, improvement districts and bond measures.
- .02 Develop preliminary outline approach to identify a timeline and strategy for potential future developer impact fee nexus study.

### 4.02 Summary of Meetings:

- .01 Two (2) Skype coordination meetings
- .02 One (1) half-day staff in-house workshop meeting.
- .03 One (1) City staff meeting

### 4.03 Summary of Deliverables:

- .01 In-house workshop summary
- .02 Draft Internal Strategic Plan
- .03 Financing Opportunity Summary

## TASK 5 – GAPS ANALYSIS SUMMARY

**5.01 Prepare Internal Community Services Implementation Plan** for staff use.

## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



- .01 The LPA team will develop a text only “screen” draft Gaps Analysis Study document that provides a summary of the inventory and assessment tools listed above, and the resulting an Internal Strategic Implementation Plan,
- .02 Submit draft to the City for review. The City would review the “screen” draft document and provide all refinements compiled on one copy.
- .03 The Team will conduct a meeting with City Staff to review and discuss refinements to the “screen” draft document.
- .04 Following City staff review, we would prepare a final draft version for departmental utilization.

### 5.02 Summary of Presentations/Meetings

- .01 Two (2) – Team/Staff coordination meetings.
- .02 Two (2) Skype team / staff meetings.
- .03 One (1) team/City draft review meeting
- .04 One (1) final presentation meeting

### 5.03 Summary of Deliverables consisting of:

- .01 Parks System Gap Analysis Map
- .02 Gaps Analysis Summary Report
- .03 Final Internal Community Services Implementation Plan
- .04 PowerPoint presentations
- .05 Ten (10) copies and camera-ready document

## 6 - STANDARD ASSUMPTIONS

### 6.01 The following are Scope of Services assumptions:

- .01 **FACILITY INVENTORY:** LPA and Client shall collaborate to provide an accurate inventory of existing amenities, locations, acreages, condition and other metrics.
- .02 **ANTICIPATED FUTURE DEVELOPMENT PLANS:** Client shall provide maps, plans, land use diagrams or

other data to inform the LPA team as to known or anticipated future plans for recreation space development, if they are to be included in the assessment report.

- .03 **APPROVAL:** The Client’s verbal request to commence each task constitutes approval of prior work. Changes in subsequent work will be considered additional services, documented and billed on an hourly basis.

- .04 **CONSULTANTS:** The work of the Architect, Landscape Architect, Structural Engineer, Civil Engineer, Mechanical Engineer, Electrical Engineer, and the Market Study consultant are included as part of this contract. Any other necessary consultants are in addition to the contract and will be billed at fee, plus 25% for coordination.

- .05 **REIMBURSABLES:** All project expenses shall be reimbursed to LPA by the Owner at a multiple of 1.10. Project expenses include, but are not necessarily limited to, all normal costs involving models, renderings, document reproduction, plotting, deliveries, mileage, and approved travel. Unless otherwise agreed to in writing, all governmental taxes and fees will be paid directly by the Client. These taxes and fees are separate and are not a part of LPA’s reimbursable allowance. Unless specifically noted as being included in a ‘stipulated sum’, all consultant fees shall be subject to a multiple of 1.25.

- .06 **GEOTECHNICAL ENGINEERING:** is not applicable to this planning project

- .07 **RATE SCHEDULE:** The attached LPA hourly rate schedule became

## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



- effective July 1, 2018 and shall be subject to change annually.
- .08 **ADDITIONAL SERVICES:** Tasks not included in this Scope of Services but requested by the Client shall be identified as such and billed at an hourly rate, unless a detailed scope of services proposal is requested.
- .09 **FEES:** The Client shall pay all government fees, permits, assessments, etc.
- .10 **SPECIAL MEETINGS:** Necessary preparation time for and attendance at public hearings by LPA, are not included unless specifically noted in the scope above. We are happy to provide these services on a time and materials basis at the hourly rates provided below.
- .11 **ENVIRONMENTAL:** Studies for area wide traffic impacts, cultural resources, stream preservation or modification, soil mitigation or clean-up, oil operations, and sensitive habitat are not included in this proposal.
- .12 **MEETINGS:** Where the maximum number of meetings to be included in Architect's services is specified herein, Architect and architect's consultants agree to attend, and participate in, as many meetings as specified as part of the Basic Services. Meetings in excess of those specified will be billed as Additional Services.
- .13 **DELIVERABLES:** The preceding description of services general outlines the activities associated with executing each phase of work. The necessity for, and the extent to which, the Architect and Architect's consultants must commit time and resources to any specific activity will vary depending on the needs of the project. Consequently, the description of services does not represent a comprehensive list of deliverables.
- .14 **CONSULTATION AND COORDINATION:** All consultations and coordination not associated with specific meetings shall be conducting at the sole discretion of the Architect and Architect's consultants, and only as necessary for the Architect and Architect's consultants to complete the professional services of this agreement.
- .15 **DOCUMENTS:** Documents described in the preceding description of services shall be provided, as appropriate, for the needs of the project and to a level of detail consistent with the standard of practice for this type of project and for the geographical area and regulatory jurisdiction(s) in which the project is located.
- ### 7 - ITEMS NOT INCLUDED IN THIS SCOPE OF WORK
- .01 Any consultant not specifically identified.
- .02 Fee Nexus Study and meetings with developers
- .03 Submittal and coordination with Caltrans, Fish and Game, Army Corps of Engineers, Flood Control or any agency other than the City or as specifically noted.
- .04 Traffic studies, hydrology studies, noise studies, environmental studies of any kind.
- .05 Submittal(s) fees.
- .06 Traffic Control Plans/Intersection Signal Design.
- .07 Boundary Survey.
- .08 Record of Survey.
- .09 ALTA/ASCM Land Title Survey.
- .10 Off-Site Improvements.
- .11 Utility line relocation or adjustments.

## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



- .12 Environmental/EIR or biological services.
- .13 Hazardous materials studies.
- .14 Community group meetings and/or workshops beyond those identified in the scope of work.
- .15 Conditional Use Permit.
- .16 Rendering, flythrough, 3D graphics or other presentation, fund raising, or marketing material.
- .17 Any item not specifically noted as included in the Scope of Services.

under the Lump Sum terms of the Contract. Payment is due thirty (30) days from the date of the invoice. LPA shall stop all current work, and notify the Client if payment is not received within thirty (30) days.

## 9 – PROPOSED COMPENSATION

The following is the proposed compensation for the Scope of Services identified. The total dollar amount is an estimated fee based on work effort estimated to complete the tasks

### PHASE A:

#### Tasks 1 - 3:

Project Kickoff & Schedule:	\$5,495
Inventory of Facilities & Programs	\$14,395
Market Study/Trends Analysis Coord.	\$2,900

### PHASE B:

#### Tasks 4-5

Gather & Assess Community Needs	\$12,150
Gaps Analysis Summary	\$7,925

**TOTAL FEES (Tasks 1-5):** \$42,865

Reimbursable Expenses Allowance \$4,000

**Task 11: Supplemental Services:** Due to the unknown nature of the requirements for supplemental services such as Renderings, promotional material, 3D graphics, or other related material, no specific fee has been identified. Fees may be provided by LPA, as requested by the **Client** and pending clarification of the deliverables.

**Reimbursable** expenses are in addition to compensation and typically run approximately 10% of a total project fee. They include costs for reproduction, plotting, express mailing, delivery charges, mileage, travel, and overhead on consultant invoices.

## 10 - BASIC HOURLY RATE SCHEDULE

Principal	\$250.00
Director	\$225.00
Discipline Director	\$215.00
Project Director	\$195.00

## 8- CLIENT RESPONSIBILITIES:

- .01 **SURVEY:** not applicable
- .02 **BASES:** not applicable
- .03 **APPROVAL:** The Client's verbal request to commence each task constitutes approval of prior work. Changes in subsequent work will be considered additional services, documented and billed on an hourly basis.
- .04 **GEOTECHNICAL ENGINEERING:** not applicable
- .05 **COMMUNITY PUBLIC MEETING NOTICES:** The Client shall notify community/public of public hearing(s) or agency meeting(s).
- .06 **FEES:** The Client shall pay all government fees, permits, assessments, etc.
- .07 **ADDITIONAL SERVICES:** Tasks not included in this Scope of Services but requested by the Client shall be identified as such and billed at an hourly rate, unless a detailed scope of services proposal is requested.
- .08 **BILLING/PAYMENT:** LPA shall invoice the Client monthly for a percentage of the work completed

## SCOPE OF SERVICES

BREA PROFESSIONAL PARK PLANNING SERVICES  
JANUARY 22, 2019  
LPA, INC.



Project Leader	\$175.00
Design Coordinator II	\$150.00
Manager	\$145.00
Senior Specialist	\$120.00
Designer III	\$115.00
Specialist III	\$100.00
Designer II	\$100.00
Specialist II	\$90.00
Designer I	\$90.00
Specialist I	\$80.00
Intern	\$70.00

NOTE: These rates became effective July 1, 2018 and are subject to change annually.

## 11 – PROPOSED CONSULTANT / DISCIPLINES

Architecture:	LPA
Landscape Architecture:	LPA
Interior Design:	LPA
Structural:	LPA
Civil:	LPA
Mechanical / Plumbing:	LPA
Electrical:	LPA
Trends Analysis:	Ballard*King (not in contract, under separate agreement)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/21/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Dealey Renton and Associates Lic. #0020739 P.O. Box 10550 Santa Ana CA 92711-0550	<b>CONTACT NAME:</b> Robin Lee <b>PHONE (A/C. No. Ext):</b> 714 427-6810 <b>E-MAIL ADDRESS:</b> rlee@dealeyrenton.com	<b>FAX (A/C. No):</b> 714 427-6818
<b>INSURED</b> LPA, Inc. 5161 California Avenue, Suite 100 Irvine CA 92617		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Hartford Underwriters Ins. Co.		30104
<b>INSURER B:</b> Hartford Casualty Insurance Co.		29424
<b>INSURER C:</b> Hartford Accident & Indemnity		22357
<b>INSURER D:</b> XL Specialty Insurance Co.		37885
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES****CERTIFICATE NUMBER:** 883222252**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	57UUNVJ3732	4/30/2018	4/30/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	57UUNVJ3732	4/30/2018	4/30/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			57XHUVJ3506	4/30/2018	4/30/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	57WEGI9036	4/30/2018	4/30/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability Claims Made			DPR9923712	4/30/2018	4/30/2019	\$2,000,000 per claim \$2,000,000 annl aggr.

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Umbrella policy is a follow-form to underlying General Liability/Auto Liability/Employers Liability  
Project #5651 / Architectural Project

CITY and its officers, agents and employees are named as Additional Insured on General Liability and Auto Liability, per policy forms, with respect to the operations of the Named Insured as required by written contract or agreement. General Liability is Primary/Non-Contributory and severability of interests per policy form wording. Insurance coverage includes waiver of subrogation per attached.

**CERTIFICATE HOLDER****CANCELLATION 30 Day Notice of Cancellation**

The City of Brea Attn: Jenn Colacion 1 Civic Center Circle Brea CA 92821	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>
	<b>AUTHORIZED REPRESENTATIVE</b> <i>Karin Thorp</i>

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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WORKERS' COMPENSATION BROAD FORM ENDORSEMENT EXTENDED OPTIONS**

**Policy Number:** 57WEGI9036

**Effective Date:** 4/30/18

Effective hour is the same as stated on the Information Page of the policy.

**Named Insured and Address:**

LPA, Inc.  
5161 California Avenue, Suite 100  
Irvine, CA 92617

Section I of this endorsement expands coverage provided under WC 00 00 00.

Section II of this endorsement provides additional coverage usually only provided by endorsement.

Section III of this endorsement is a Schedule of Covered States.

You may use the index to locate these coverage features quickly:

### **INDEX**

<b><u>SUBJECT</u></b>	<b><u>PAGE</u></b>	<b><u>SUBJECT</u></b>	<b><u>PAGE</u></b>
<b>SECTION I</b>	2	B. Part One Does Not Apply	3
<b>PARTS ONE and TWO</b>	2	C. Application of Coverage	3
01 We Will Also Pay	2	D. Additional Exclusions	3
<b>PART - THREE</b>	2	E. West Virginia	3
02 How This Insurance Works	2	<b>EXTENDED OPTIONS</b>	4
<b>PART - SIX</b>	2	01 Employers' Liability Insurance	4
03 Transfer of Your Rights and Duties	2	02 Unintentional Failure to Disclose Hazards	4
04 Liberalization	2	03 Waiver of Our Right to Recover from Others	4
<b>SECTION II</b>	2	04 Foreign Voluntary Compensation	4
<b>VOLUNTARY COMPENSATION</b>	2	A. How This Reimbursement Applies	4
<b>INSURANCE</b>		B. We Will Reimburse	4
05 Voluntary Compensation Insurance	2	C. Exclusions	4
A. How This Insurance Applies	2	D. Before We Pay	5
B. We Will Pay	3	E. Recovery From Others	5
C. Exclusions	3	F. Reimbursement For Actual Loss Sustained	5
D. Before We Pay	3	G. Repatriation	5
E. Recovery From Others	3	H. Endemic Disease	5
F. Employers' Liability Insurance	3	05 Longshore and Harbor Workers' Compensation Act Coverage Endorsement	5
<b>EMPLOYERS' LIABILITY STOP GAP</b>	3	<b>SECTION III</b>	6
<b>ENDORSEMENT</b>		01 Schedule of Covered States	6
06 Employers' Liability Stop Gap Coverage	3		
A. Stop Gap Coverage Limited to Montana, North Dakota, Ohio, Washington, West Virginia and Wyoming	3		

## SECTION I

### PARTS ONE and TWO

#### 1. WE WILL ALSO PAY

**D. We Will Also Pay of Part One** (WORKERS' COMPENSATION INSURANCE); and

**E. We Will Also Pay of Part Two** (EMPLOYERS' LIABILITY INSURANCE) is replaced by the following:

##### **We Will Also Pay**

We will also pay these costs, in addition to other amounts payable under this insurance, as part of any claim, proceeding, or suit we defend:

1. reasonable expenses incurred at our request, **INCLUDING** loss of earnings;
2. premiums for bonds to release attachments and for appeal bonds in bond amounts up to the limit of our liability under this insurance;
3. litigation costs taxed against you;
4. interest on a judgment as required by law until we offer the amount due under this law; and
5. expenses we incur.

### PART THREE

#### 2. How This Insurance Applies

Paragraph **4. of A. How This Insurance Applies** of **Part 3** (Other States Insurance) is replaced by the following:

4. If you have work on the effective date of this policy in any state not listed in Item 3.A. of the Information Page, coverage will not be afforded for that state unless we are notified within **sixty** days.

### PART SIX

#### 3. Transfer Of Your Rights and Duties

**C. Transfer Of Your Rights and Duties** of **Part 6** (Conditions) is replaced by the following:

Your rights or duties under this policy may not be transferred without our written consent.

If you die and we receive notice within **sixty** days after your death, we will cover your legal representative as insured.

#### 4. Liberalization

If we adopt a change in this form that would broaden the coverage of this form without extra charge, the broader coverage will apply to this policy. It will apply when the change becomes effective in your state.

## SECTION II

### VOLUNTARY COMPENSATION AND EMPLOYERS' LIABILITY COVERAGE

#### 5. Voluntary Compensation Insurance

##### **A. How This Insurance Applies**

This insurance applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must be sustained by any officer or employee not subject to the workers' compensation law of any state shown in Item 3.A. of the Information Page.
2. The bodily injury must arise out of and in the course of employment or incidental to work in a state shown in Item 3.A. of the Information Page.

3. The bodily injury must occur in the United States of America, its territories or possessions, or Canada, and may occur elsewhere if the employee is a United States or Canadian citizen, or otherwise legal resident, and legally employed, in the United States or Canada and temporarily away from those places.
4. Bodily injury by accident must occur during the policy period.
5. Bodily injury by disease must be caused or aggravated by the conditions of the



officer's or employee's employment. The officer's or employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the policy period.

#### **B. We Will Pay**

We will pay an amount equal to the benefits that would be required of you as if you and your employees were subject to the workers' compensation law of any state shown in Item 3.A. of the Information Page. We will pay those amounts to the persons who would be entitled to them under the law.

#### **C. Exclusion**

This insurance does not cover:

1. any obligation imposed by workers' compensation or occupational disease law or any similar law.
2. bodily injury intentionally caused or aggravated by you.
3. officers or employees who have elected not to be subject to the state workers' compensation law.
4. partners or sole proprietors not covered under the Standard Sole Proprietors, Partners, Officers and Others Coverage Endorsement.

#### **D. Before We Pay**

Before we pay benefits to the persons entitled to them, they must:

1. Release you and us, in writing, of all responsibility for the injury or death.
2. Transfer to us their right to recover from others who may be responsible for the injury or death.
3. Cooperate with us and do everything necessary to enable us to enforce the right to recover from others.

If the persons entitled to the benefits of this insurance fail to do those things, our duty to pay ends at once. If they claim damages from you or from us for the injury or death, our duty to pay ends at once.

#### **E. Recovery From Others**

If we make a recovery from others, we will keep an amount equal to our expenses of recovery and the benefits we paid. We will pay the balance to the persons entitled to it.

If the persons entitled to the benefits of this insurance make a recovery from others, they must reimburse us for the benefits we paid them.

#### **F. Employers' Liability Insurance**

Part Two (Employers' Liability Insurance) applies to bodily injury covered by this endorsement as though the State of Employment was shown in Item 3.A. of the Information Page.

This provision 5. does not apply in New Jersey or Wisconsin.

### **EMPLOYERS' LIABILITY STOP GAP COVERAGE**

#### **6. Employers' Liability Stop Gap Coverage**

- A. This coverage only applies in Montana, North Dakota, Ohio, Washington, West Virginia and Wyoming.
- B. Part One (Workers' Compensation Insurance) does not apply to work in states shown in Paragraph A above.
- C. Part Two (Employers' Liability Insurance) applies in the states, shown in Paragraph A., as though they were shown in Item 3.A. of the Information Page.
- D. Part Two, Section C. **Exclusions** is changed by adding these exclusions.

This insurance does not cover;

5. bodily injury intentionally caused or aggravated by you or in Ohio bodily injury resulting from an act which is determined by an Ohio court of law to have been committed by you with the belief that an injury is substantially certain to occur. However, the cost of defending such claims or suits in Ohio is covered.
13. bodily injury sustained by any member of the flying crew of any aircraft.
14. any claim for bodily injury with respect to which you are deprived of any defense or defenses or are otherwise subject to penalty because of default in premium under the provisions of the workers' compensation law or laws of a state shown in Paragraph A.
- E. This insurance applies to damages for which you are liable under West Virginia Code Annot. S 23-4-2.

## EXTENDED OPTIONS

### 1. Employers' Liability Insurance

Item 3.B. of the Information Page is replaced by the following:

#### B. Employers' Liability Insurance:

1. **Part Two** of the policy applies to work in each state listed in Item 3.A.

The Limits of Liability under Part Two are the higher of:

<b>Bodily Injury by Accident</b>	<b>\$500,000</b>	<b>Each Accident</b>
<b>Bodily Injury by Disease</b>	<b>\$500,000</b>	<b>Policy Limit</b>
<b>Bodily Injury by Disease</b>	<b>\$500,000</b>	<b>Each Employee</b>

OR

2. The amount shown in the Information Page.

This provision 1 of **EXTENDED OPTIONS** does not apply in New York because the Limits Of Our Liability are unlimited.

In this provision the limits are changed from **\$500,000** to **\$1,000,000** in California.

### 2. Unintentional Failure to Disclose Hazards

If you unintentionally should fail to disclose all existing hazards at the inception date of your policy, we shall not deny coverage under this policy because of such failure.

### 3. Waiver of Our Right To Recover From Others

- A. We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against any person or organization for whom you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit anyone not named in the agreement.

- B. This provision 3. does not apply in the states of Pennsylvania and Utah.

### 4. Foreign Voluntary Compensation and Employers' Liability Reimbursement

#### A. How This Reimbursement Applies

This reimbursement provision applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must be sustained by an officer or employee.
2. The bodily injury must occur in the course of employment necessary or incidental to work in a country not listed in Exclusion C.1. of this provision.
3. Bodily injury by accident must occur during the policy period.
4. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The officer or employee's last exposure to those conditions of your employment must occur during the policy period.

#### B. We Will Reimburse

We will reimburse you for all amounts paid by you whether such amounts are:

1. voluntary payments for the benefits that would be required of you if you and your officers or employees were subject to any workers' compensation law of the state of hire of the individual employee.
2. sums to which Part Two (Employers' Liability Insurance) would apply if the Country of Employment were shown in Item 3.A. of the Information Page.

#### C. Exclusions

This insurance does not cover:

1. any occurrences in the United States, Canada, and any country or jurisdiction which is the subject of trade or economic sanctions imposed by the laws or regulations of the United States of America in effect as of the inception date of this policy.
2. any obligation imposed by a workers' compensation or occupational disease law, or similar law.
3. bodily injury intentionally caused or aggravated by you.

4. liability for any consequence, whether direct or indirect, of war, invasion, act of Foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power. No endorsement now or subsequently attached to this policy shall be construed as overriding or waiving this limitation unless specific reference is made thereto.

#### **D. Before We Pay**

Before we reimburse you for the benefits to the persons entitled to them, you must have them:

1. release you and us, in writing, of all responsibility for the injury or death,
2. transfer to us their right to recover from others who may be responsible for their injury or death,
3. cooperate with us and do everything necessary to enable us to enforce the right to recover from others.

If the persons entitled to the benefits paid fail to do these things, our duty to reimburse ends at once. If they claim damages from us for the injury or death, our duty to reimburse ends at once.

#### **E. Recovery From Others**

If we make a recovery from others, we will keep an amount equal to our expenses of recovery and the benefits we reimbursed. We will pay the balance to the persons entitled to it. If persons entitled to the benefits make a recovery from others, they must repay us for the amounts that we have reimbursed you.

#### **F. Reimbursement for Actual Loss Sustained**

This endorsement provides only for reimbursement for the loss you actually sustain. In order for you to recover loss or expenses under this reimbursement you must:

1. actually sustain and pay the loss or expense in money after trial, or
2. secure our consent for the payment of the loss or expense.

#### **G. Repatriation**

Our reimbursement includes the additional expenses of repatriation to the United States

of America necessarily incurred as a direct result of bodily injury.

Our reimbursement shall be limited as follows:

1. to the amount by which such expenses exceed the normal cost of returning the officer or employee if in good health, or
2. in the event of death, to the amount by which such expenses exceed the normal cost of returning the officer or employee if alive and in good health.

In no event shall our reimbursement exceed the bodily injury by accident limit shown in Item 3.B. of the Information Page as respects any one such officer or employee whether dead or alive.

#### **H. Endemic Disease**

The word "disease" includes any endemic diseases.

The coverage applies as if endemic diseases were included in the provisions of the workers' compensation law.

#### **5. Longshore and Harbor Workers' Compensation Act Coverage**

**General Section C. Workers' Compensation Law** is replaced by the following:

##### **C. Workers' Compensation Law**

Workers' Compensation Law means the workers or workers' compensation law and occupational disease law of each state or territory named in Item 3.A. of the Information Page and the Longshore and Harbor Workers' Compensation Act (33 USC Sections 901-950). It includes any amendments to those laws that are in effect during the policy period. It does not include any other federal workers or workers' compensation law, other federal occupational disease law or the provisions of any law that provide nonoccupational disability benefits.

Part Two (Employers' Liability Insurance), C. Exclusions, exclusion 8, does not apply to work subject to the Longshore and Harbor Workers' Compensation Act.

This coverage does not apply to work subject to the Defense Base Act, the Outer Continental Shelf Lands Act, or the Nonappropriated Fund Instrumentalities Act.

**SECTION III**

**1. SCHEDULE OF COVERED STATES**

A. This endorsement only applies in the states listed in this Schedule of Covered States.

B. If a state, shown in Item 3.A. of the Information Page, approves this endorsement after the effective date of this policy, this endorsement will apply to this policy. The coverage will apply in the new state on the effective date of the state approval.

C. Schedule of Covered States:

Countersigned by \_\_\_\_\_  
Authorized Representative

**ADDITIONAL COVERAGES BY WRITTEN CONTRACT, AGREEMENT OR PERMIT**

This is a summary of the coverage provided under the following form (complete form available):

**BUSINESS LIABILITY COVERAGE FORM SS 00 08 04 05****Additional Insured When Required by Written Contract, Written Agreement or Permit**

WHO IS AN INSURED under Section C. is amended to include as an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- (a) In the performance of your ongoing operations;
- (b) In connection with your premises owned by or rented to you; or
- (c) In connection with "your work" and included within the "products completed operations hazard", but only if
  - (i) The written contract or written agreement requires you to provide such coverage to such additional insured; and
  - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products completed operations hazard".

The person(s) or organization(s) are additional insureds when you have agreed, in a written contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under the provision only for that period of time required by the contract, agreement or permit.

With respect to the insurance afforded to the additional insured, this insurance does not apply to: "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specification; or
- (b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section D. Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. Liability And Medical Expenses General Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

**Other Insurance**

If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

**When You Add Others As An Additional Insured To This Insurance:** That is other insurance available to an additional insured. However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

- (a) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.
- (b) **Primary And Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs **(a)** and **(b)** do not apply to other insurance to which the additional insured has been added as an additional insured.

**c. Method Of Sharing**

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

**Waiver of Subrogation**

If you have waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided you waived your rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage

**EXCERPTS FROM CA 0001 (1013)**  
**HARTFORD BUSINESS AUTO COVERAGE**

**Additional Insured: SECTION II – COVERED AUTO LIABILITY COVERAGE**

A.1. WHO IS AN INSURED: The following are “insureds”

c. Anyone liable for the conduct of an “insured”...but only to the extent of that liability.

**Primary Insurance: SECTION IV – BUSINESS AUTO CONDITIONS**

B. General Conditions - 5. Other Insurance

a. For any covered “auto” you own, this Coverage Form provides primary insurance.

For any covered “auto” you don’t own, the insurance provide by this Coverage Form is excess over any other collectible insurance.

c. Regardless of the provisions of paragraph a. above, this Coverage Form’s Covered Auto Liability Coverage is primary for any liability assumed under an “insured contract”.

**Cross Liability Clause: SECTION V – DEFINITIONS**

G. “Insured” means any person or organization qualifying as an insured in the Who is An Insured provision of the applicable coverage. Except with respect to the Limit of Insurance, the coverage afforded applies separately to each insured who is seeking coverage or against whom a claim or “suit” is brought.

**EXCERPTS FROM HA9916 (0312)**  
**HARTFORD COMMERCIAL AUTOMOBILE BROAD**  
**FORM ENDORSEMENT**

15. WAIVER OF SUBROGATION – We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damages under this Coverage Form.

## City of Brea

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### COUNCIL COMMUNICATION

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Professional Services Agreement with Civiltec Engineering, Inc. for the Design of Water Main Replacement Project at Various Locations, CIP Project Numbers 7453, 7457, 7459, and 7460

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### **RECOMMENDATION**

Approve Professional Services Agreement (PSA) with Civiltec Engineering, Inc. in the amount of \$320,505 plus 10% contingency for the Design of the Water Main Replacement Project at Various Locations.

### **BACKGROUND/DISCUSSION**

The Water Main Replacement Project consists of four (4) Capital Improvement Program (CIP) projects located at Steel Drive (Project 7453), Pleasant Hills Tract neighborhood (Project 7457), and North Hills West (Project 7459) and East (Project 7460) neighborhood. See the attached project location map.

The project scope includes the preparation of final construction drawings/design to replace approximately 26,000 linear feet of water mains, services, gate valves, fire hydrants, and appurtenances. In addition to water infrastructure improvements, the project will also rehabilitate the existing pavement of the residential streets. Finally, this project will replace and reconstruct curb access ramps in compliance with Americans with Disabilities Act (ADA) requirements.

The new water mains will provide reliable water service and better fire protection for the residents. Likewise, since the street pavement condition is deteriorated and is no longer recommended for slurry seal coating, the streets will be overlaid with new asphalt pavement to create a smooth riding surface for many years to come.

To construct the projects, staff issued a Request for Proposals (RFP) for professional design services on December 7, 2018 and received proposals from the following firms:

1. AKM Consulting Engineers
2. Civiltec Engineering, Inc.

The proposals were reviewed and rated based on the firms' relevant water resources engineering experience, understanding of the scope of work, qualifications of proposed project team, work schedule and cost effectiveness. Copies of the proposals are on file in the office of the City Engineer. Civiltec Engineering, Inc. was ranked the highest. Civiltec Engineering, Inc. submitted the most comprehensive proposal with a detailed work plan and recommended



engineering design solutions that met the City's timelines and design requirements. Civiltec Engineering, Inc. has completed several projects for the City in the past, namely: Carbon Canyon Pipeline Project, 1989 Water Master Plan, Berry Street Pump Street upgrades and the Berry Street Reservoir relining. Their previous work with the City has been very good. If approved, Civiltec Engineering, Inc. is prepared to start design immediately following issuance of a Notice to Proceed.

#### **COMMISSION/COMMITTEE RECOMMENDATION**

The Finance Committee reviewed staff's recommendation at their meeting on January 29, 2019, and recommended to proceed.

#### **FISCAL IMPACT/SUMMARY**

A combined total project budget of \$4.575 million was approved for FY 2018-19, with the following breakdown:

<b>CIP Project</b>	<b>Water Fund</b>	<b>Gas Tax</b>	<b>Total Budget</b>
7453	\$1,020,000	\$50,000	\$1,250,000
7457	\$1,025,000	\$50,000	\$1,075,000
7459	\$850,000	\$50,000	\$900,000
7460	\$1,300,000	\$50,000	\$1,350,000
			<b>\$4,575,000</b>

Funding for project numbers 7453, 7457, 7459, and 7460 is coming from Water Fund (420) and Gas Tax (220). Staff is recommending that a Professional Services Agreement for the design of these projects to be approved in the amount not-to-exceed \$320,505 plus 10% contingency. There is no General Fund impact.

#### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Eric Nhan, Assistant Engineer

Concurrence: Michael Ho, P.E., Deputy Director of Public Works/City Engineer and  
Tony Olmos, P.E., Public Works Director

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#### **Attachments**

PSA-Civiltec

Civiltec Proposal

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## **PROFESSIONAL SERVICES AGREEMENT**

This Agreement is made and entered into this 5th day of February, 2019, between the City of Brea, a Municipal Corporation (hereinafter referred to as "CITY") and CIVILTEC ENGINEERING INC. (hereinafter referred to as "CONSULTANT"),

### **A. Recitals**

(i) CITY has heretofore issued its Request for Proposal pertaining to the performance of professional services with respect to the preparation of WATER MAIN REPLACEMENT AT VARIOUS LOCATIONS (PROJECTS 7453, 7457, 7459, 7460) ("Project" hereafter), a full, true and correct copy of which is attached hereto as Exhibit "A" and by this reference made a part hereof.

(ii) CONSULTANT has now submitted its proposal for the performance of such services, a full, true and correct copy of which proposal is attached hereto as Exhibit "B" and by this reference made a part hereof.

(iii) CITY desires to retain CONSULTANT to perform professional services necessary to render advice and assistance to CITY, CITY's Planning Commission, City Council and staff in preparation of Project.

(iv) CONSULTANT represents that it is qualified to perform such services and is willing to perform such professional services as hereinafter defined.

NOW, THEREFORE, it is agreed by and between CITY and CONSULTANT as follows:

## B. Agreement

1. Definitions: The following definitions shall apply to the following terms, except where the context of this Agreement otherwise requires:

(a) Project: The preparation of plans, specifications, and estimates described in Exhibit "A" hereto including, but not limited to, the preparation of maps, surveys, reports, and documents, the presentation, both oral and in writing, of such plans, maps, surveys, reports and documents to CITY as required and attendance at any and all work sessions, public hearings and other meetings conducted by CITY with respect to the project.

(b) Services: Such professional services as are necessary to be performed by CONSULTANT in order to complete the Project.

(c) Completion of Tasks: The date of completion of all assigned Tasks, including any and all procedures, development plans, maps, plan documents, technical reports, meetings and oral presentations regarding the completion of Tasks as set forth in Exhibits "A" herto.

### 2. CONSULTANT agrees as follows:

(a) CONSULTANT shall forthwith undertake and complete the Project in accordance with Exhibits "A" and "B" hereto and all in accordance with Federal, State and CITY statutes, regulations, ordinances and guidelines, all to the reasonable satisfaction of CITY.

(b) CONSULTANT shall supply copies of all maps, surveys, reports, plans and documents (hereinafter collectively referred to as "documents") including all supplemental technical documents, as described in Exhibits "A" and "B" to CITY within

the time specified in Schedule 1 of Exhibit "A". Copies of the documents shall be in such numbers as are required in Exhibit "A". CITY may thereafter review and forward to CONSULTANT comments regarding said documents and CONSULTANT shall thereafter make such revisions to said documents as are deemed necessary. CITY shall receive revised documents in such form and in the quantities determined necessary by CITY. The time limits set forth pursuant to this Section B2(b) may be extended upon written approval of CITY.

(c) CONSULTANT shall, at CONSULTANT's sole cost and expense, secure and hire such other persons as may, in the opinion of CONSULTANT, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONSULTANT, CONSULTANT hereby warrants that such persons shall be fully qualified to perform services required hereunder. CONSULTANT further agrees that no subcontractor shall be retained by CONSULTANT except upon the prior written approval of CITY.

3. CITY agrees as follows:

(a) To pay CONSULTANT a maximum sum of THREE HUNDRED TWENTY THOUSAND FIVE HUNDRED AND FIVE DOLLARS (\$320,505.00) for the performance of the services required hereunder, plus a contingency of THIRTY TWO THOUSAND AND FIFTY DOLLARS AND FIFTY CENTS (\$32,050.50). This sum shall cover the cost of all staff time and all other direct and indirect costs or fees, including the work of employees, consultants and subcontractors to CONSULTANT. Payment to CONSULTANT, by CITY, shall be made in accordance with the schedule set forth below. CITY must receive a written request from

CONSULTANT to use any of the contingency amount prior to performing any work that is outside the Project scope as defined in Exhibit "B". It will be the CITY's sole discretion to authorize the use of the contingency funds and the CITY must give this authorization to CONSULTANT in writing prior to the commencement of said work. Any work performed outside the Project scope as defined in Exhibit "B" that has not received prior written approval by CITY is assumed to have been performed in support of said Project and included within the not-to-exceed contract amount.

(b) Payments to CONSULTANT shall be made by CITY in accordance with the invoices submitted by CONSULTANT, on a monthly basis, and such invoices shall be paid within a reasonable time after said invoices are received by CITY. All charges shall be in accordance with CONSULTANT's proposal either with respect to hourly rates or lump sum amounts for individual tasks. Notwithstanding any provision herein or as incorporated by reference, (i) in no event shall the totality of said invoices exceed 95% of the individual task totals described in Exhibits "A" and "B" and (ii) further provided that in no event shall CONSULTANT, or any person claiming by or through CONSULTANT be paid an aggregate amount in excess of the amount set forth in Section 3 (a).

(c) CONSULTANT agrees that, in no event, shall CITY be required to pay to CONSULTANT any sum in excess of 95% of the maximum payable hereunder prior to receipt by CITY of all final documents, together with all supplemental technical documents, as described herein acceptable in form and content to CITY. Final payment shall be made not later than 60 days after presentation of final documents and acceptance thereof by CITY.

(d) Additional services: Payments for additional services requested, in writing, by CITY, and not included in CONSULTANT's proposal as set forth in Exhibit "B" hereof, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in said Exhibit "B". Charges for additional services shall be invoiced on a monthly basis and shall be paid by CITY within a reasonable time after said invoices are received by CITY.

4. CITY agrees to provide to CONSULTANT:

(a) Information and assistance as set forth in Exhibit "A" hereto.

(b) Photographically reproducible copies of maps and other information, if available, which CONSULTANT considers necessary in order to complete the Project.

(c) Such information as is generally available from CITY files applicable to the Project.

(d) Assistance, if necessary, in obtaining information from other governmental agencies and/or private parties. However, it shall be CONSULTANT's responsibility to make all initial contact with respect to the gathering of such information.

5. Ownership of Written Product:

(a) Unless otherwise agreed upon in writing, all reports, documents, or other original written material, including any original images, photographs, video files, digital files, and/or or other media created or developed for the CITY by CONSULTANT in the performance of this Agreement (collectively, "Written Product") shall be and remain the property of CITY without restriction or limitation upon its use or dissemination by CITY. All Written Product shall be considered to be "works made for hire", and all Written Product and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and other proprietary rights, shall be and remain the property of CITY without restriction or limitation upon their use, duplication or

dissemination by CITY. CONSULTANT shall not obtain or attempt to obtain copyright protection as to any of the Written Product.

(b) CONSULTANT hereby assigns to CITY all ownership and any and all intellectual property rights to the Written Product that are not otherwise vested in the CITY pursuant to subsection (a), above.

(c) CONSULTANT warrants and represents that it has secured all necessary licenses, consents or approvals to use any instrumentality, thing or component as to which any intellectual property right exists, including computer software, used in the rendering of the Services and the production of all Written Product produced under this Agreement, and that CITY has full legal title to and the right to reproduce the Written Product. CONSULTANT shall defend, indemnify and hold CITY, and its elected officials, officers, employees, servants, attorneys, designated volunteers, and agents serving as independent contractors in the role of city officials, harmless from any loss, claim or liability in any way related to a claim that CITY's use of any of the Written Product is violating federal, state or local laws, or any contractual provisions, or any laws relating to trade names, licenses, franchises, copyrights, patents or other means of protecting intellectual property rights and/or interests in product or inventions. Consultant shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked documents, materials, equipment, devices or processes in connection with its provision of the Services and Written Product produced under this Agreement. In the event the use of any of the Written Product or other deliverables hereunder by CITY is held to constitute an infringement and the use of any of the same is enjoined, CONSULTANT, at its expense, shall: (a) secure for CITY the right to continue using the Written Product and other deliverables by suspension of any injunction, or by procuring a license or licenses for CITY; or (b) modify the Written Product and other deliverables so that they become non-infringing while remaining in compliance with the requirements of this Agreement. This covenant shall survive the termination of this Agreement.

6. Termination: This Agreement may be terminated by CITY upon the giving of a written "Notice of Termination" to CONSULTANT at least fifteen (15) days prior to the date of termination specified in said Notice. In the event this Agreement is so terminated, CONSULTANT shall be paid on a pro-rata basis with respect to the percentage of the Project completed as of the date of termination. In no event, however, shall CONSULTANT receive more than the maximum specified in paragraph 3(a), above. CONSULTANT shall provide to CITY any and all documents, data, studies, surveys, drawings, maps, models, photographs and reports, whether in draft or final form, prepared by CONSULTANT as of the date of termination. CONSULTANT may not terminate this Agreement except for cause.

7. Notices and Designated Representatives: Any and all notices, demands, invoices and written communications between the parties hereto shall be addressed as set forth in this section 7. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CITY REPRESENTATIVE

Michael Ho, P.E. Deputy Director  
of Public Works/City Engineer  
1 Civic Center Circle  
Brea, CA 92821

CONSULTANT REPRESENTATIVE

David Song, P.E.  
Principal, Senior Project Manager  
118 W. Lime Avenue  
Monrovia, CA 91016

Any such notices, demands, invoices and written communications, by mail, shall be deemed to have been received by the addressee forty-eight (48) hours after deposit thereof in the United States mail, postage prepaid and properly addressed as set forth above.



8. Insurance: The CONSULTANT shall not commence work under this contract until it has obtained all insurance required hereunder in a company or companies acceptable to CITY nor shall the CONSULTANT allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. The CONSULTANT shall take out and maintain at all times during the life of this contract the following policies of insurance:

(a) Workers Compensation insurance: Before beginning work, the CONSULTANT shall furnish to the CITY a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom the CONSULTANT may employ directly or through subcontractors in carrying out the work specified herein, in accordance with the laws of the State of California. Such insurance shall be maintained in full force and effect during the period covered by this contract. Further, such policy of insurance shall provide that the insurer waives all rights of subrogation against CITY and its elected officials, officers, employees and agents.

In accordance with the provisions of Section 3700 of the California Labor Code, every contractor shall secure the payment of compensation to his employees. CONSULTANT, by executing this Agreement, certifies as follows:

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

(b) For all operations of the CONSULTANT or any subcontractor in performing the work provided for herein, insurance with the following minimum limits and coverage:

(1) Commercial General Liability (occurrence) - for bodily injury, death and property damage for products/completed operations and any and all other activities undertaken by the CONSULTANT in the performance of this Agreement.

(2) Comprehensive Automobile Liability (occurrence) - for bodily injury, death and property damage insuring against all liability arising out of the use of any vehicle.

(3) Professional Errors and Omissions Liability (if required by the RFP) - insuring against all liability arising out of professional errors and/or omissions, providing protection of at least **two million dollars (\$2,000,000.00)** for errors and/or omissions ("malpractice") of CONSULTANT in the performance of this Agreement. Such policy may be subject to a deductible or retention in an amount acceptable to CITY and shall further be subject to the provisions of subsections (2) and (6) of Section c, below. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of work or services on CITY's behalf until three (3) years after the date the work or services are accepted as completed. Coverage for the post-completion period may be provided by renewal or replacement of the policy for each of the three (3) years or by a three (3) year extended reporting period endorsement which reinstates all limits for the extended reported period. If any such policy and/or policies have a retroactive date, that date shall be no later than the date of first performance of work or services on behalf of CITY. Renewal or replacement policies shall not allow for any advancement of such retroactive date. Each such policy or policies shall include a

standard “notice of circumstances” provision, and shall be subject to the requirements of subsections (1), (2), (5), (6), (7), and (9) of Section 8 (c).

(5) Other required insurance, endorsements or exclusions as required by the Request for Proposal.

(6) The policies of insurance required in this Section 8(b) shall have no less than the following limits of coverage:

(i) \$2,000,000 (Two Million Dollars) for bodily injury or death;

(ii) \$2,000,000 (Two Million Dollars) for property damage;

(iii) The total of the limits specified in subsections (i) and (ii), above, where a combined single limit is provided.

(c) The policies of insurance required in subsections (1) and (2) of Section 8(b), above shall:

(1) Be subject to no deductible amount unless otherwise provided, or approved in writing by CITY;

(2) Be issued by an insurance company approved in writing by CITY, which is admitted and licensed to do business in the State of California and which is rated A/VII or better according to the most recent A.M. Best Co. Rating Guide;

(3) Name as additional insureds the CITY, its elected officials, officers, employees, attorneys and agents, and any other parties, including subcontractors, specified by CITY to be included;

(4) Specify that it acts as primary insurance and that no insurance held or owned by the designated additional insureds shall be called upon to cover a loss under said policy;

(5) Specify that it applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability;

(6) Contain a clause substantially in the following words:

"It is hereby understood and agreed that this policy may not be canceled nor the amount of coverage thereof reduced until thirty (30) days after receipt by CITY of written notice of such cancellation or reduction of coverage as evidenced by receipt of a registered letter."

(7) Specify that any failure to comply with reporting or other provisions of the required policy, including breaches of warranty, shall not affect the coverage required to be provided;

(8) Specify that the insurer waives all rights of subrogation against any of the named additional insureds; and

(9) Specify that any and all costs of adjusting and/or defending any claim against any insured, including court costs and attorneys' fees, shall be paid in addition to and shall not deplete any policy limits.

(10) Otherwise be in form satisfactory to CITY.

(d) Prior to commencing performance under this Agreement, the CONSULTANT shall furnish the CITY with original endorsements, or copies of each required policy, effecting and evidencing the insurance coverage required by this Agreement. The endorsements shall be signed by a person authorized by the insurer(s) to bind coverage on its behalf. All endorsements or policies shall be received and approved by the CITY before CONSULTANT commences performance. If performance

of this Agreement shall extend beyond one (1) year, CONSULTANT shall provide CITY with the required policies or endorsements evidencing renewal of the required policies of insurance prior to the expiration of any required policies of insurance.

9. Indemnity for Design Professional Services.

9.1 In connection with its design professional services, CONSULTANT shall hold harmless and indemnify CITY, and its elected officials, officers, employees, servants, designated volunteers, and those CITY agents serving as independent contractors in the role of CITY officials (collectively, "Indemnitees"), with respect to any and all claims, demands, damages, liabilities, losses, costs or expenses, including reimbursement of attorneys' fees and costs of defense (collectively, "Claims" hereinafter), including but not limited to Claims relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to in whole or in part to the negligence, recklessness, or willful misconduct of CONSULTANT or any of its officers, employees, subcontractors, or agents in the performance of its design professional services under this Agreement.

9.2 Other Indemnities. In connection with any and all claims, demands, damages, liabilities, losses, costs or expenses, including attorneys' fees and costs of defense (collectively, "Damages" hereinafter) not covered by this Section 9.1, CONSULTANT shall defend, hold harmless and indemnify the Indemnitees with respect to any and all Damages, including but not limited to, Damages relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to the acts or omissions of CONSULTANT or any of its officers, employees, subcontractors, or agents in the performance of this Agreement, except for such loss or damage arising

from the sole negligence or willful misconduct of the CITY, as determined by final arbitration or court decision or by the agreement of the parties. CONSULTANT shall defend Indemnitees in any action or actions filed in connection with any such Damages with counsel of CITY's choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT's duty to defend pursuant to this Section 9.2 shall apply independent of any prior, concurrent or subsequent misconduct, negligent acts, errors or omissions of Indemnitees.

10. Assignment and Subcontracting: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, nor shall any required performance be subcontracted, either in whole or in part, by CONSULTANT without the prior written consent of CITY.

11. Damages: In the event that CONSULTANT fails to submit to CITY the completed project, together with all documents and supplemental material required hereunder, in public hearing form to the reasonable satisfaction of CITY, within the time set forth herein, or as may be extended by written consent of the parties hereto, CONSULTANT shall pay to CITY, as liquidated damages and not as a penalty, the sum of \_\_\_\_\_ N/A \_\_\_\_\_ dollars (\$000.00) per day for each day CONSULTANT is in default, which sum represents a reasonable endeavor by the parties hereto to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by CONSULTANT, and due to the difficulty which would otherwise occur in establishing actual damages resulting from such default, unless said default is caused

by CITY or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions.

12. Independent Contractor: CONSULTANT is retained by CITY only to the extent set forth in this Agreement, and the CONSULTANT's relationship to the CITY is that of an independent contractor. CONSULTANT shall be free to dispose of all portions of CONSULTANT's time and activities which CONSULTANT is not obligated to devote to the CITY in such a manner and to such persons, firms, or corporations as the CONSULTANT sees fit except as expressly provided in this Agreement. Neither the CITY nor any of its agents shall have control over the conduct of the CONSULTANT or any of the CONSULTANT's employees, except as set forth in this Agreement. CONSULTANT shall not have the status of an employee under this Agreement, or be entitled to participate in any insurance, medical care, vacation, sick leave or other benefits provided for CITY's officers or employees. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of CITY or otherwise act on behalf of the CITY as an agent. CONSULTANT shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of the CITY. CONSULTANT agrees to pay all required taxes on amounts paid to CONSULTANT under this Agreement, and to indemnify and hold CITY harmless from any and all taxes, assessments, penalties, and interest asserted against CITY by reason of the independent contractor relationship created by this Agreement. CONSULTANT shall fully comply with the workers' compensation law regarding CONSULTANT and CONSULTANT's employees. CONSULTANT further agrees to indemnify and hold CITY harmless from any failure of CONSULTANT to comply with

applicable workers' compensation laws. CITY shall have the right to offset against the amount of any fees due to CONSULTANT under this Agreement any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to promptly pay to CITY any reimbursement or indemnification arising under this Section..

13. Governing Law and Venue: This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue for any legal action arising out this Agreement shall be the Superior Court of the County of Orange, California.

14. Attorneys' Fees: In the event any legal proceeding is instituted to enforce any term or provision of this Agreement, the prevailing party shall be entitled to recover attorneys' fees, experts' fees, and all other costs of litigation from the opposing party in an amount determined by the court to be reasonable.

15. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representation by any party which is not embodied herein nor any other agreement, statement, or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement shall be effective only if it is in writing signed by all parties. In the event of any inconsistency between this document and any of the Exhibits, the provisions of this document shall govern over the Exhibits, and the provisions of Exhibit A shall govern over the provisions of Exhibit B.



IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of  
the day and year first set forth above:

CONSULTANT



\_\_\_\_\_  
David Song, P.E., Principal/Senior Project Manager



\_\_\_\_\_  
W. David Byrum, P.E., President

(two signatures required if corporation)

CITY

\_\_\_\_\_  
City Manager or Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



Civil, Water, Wastewater, Drainage, Transportation and  
Electrical/Controls Engineering • Construction Management • Surveying  
California • Arizona

City of Brea  
Public Works Department - Engineering Division  
1 Civic Center Circle  
Brea, CA 92821-5732

January 8, 2019

Attention: Michael Ho, PE  
Director of Public Works/City Engineer

Subject: Budget Proposal for Design of Water Main Replacement at Various  
Locations  
(Projects 7453, 7457, 7459, 7460)

Dear Mr. Ho:

*Civiltec Engineering, Inc. (Civiltec)* proposes to provide the scope of services per our proposal dated January 8, 2019 for the above-mentioned project on a time and materials, not to exceed the following total budget without prior authorization from the City of Brea (City).

**Phase 1 - Preliminary Design**

Task 1 – Meetings .....	\$2,520.00
Task 2 – Utility and Records Research.....	\$6,670.00
Task 3 – Aerial and Field Survey .....	\$72,650.00
Task 4 – Hydraulic Modeling .....	\$5,960.00
Task 5 – Technical Memorandum .....	\$7,300.00
Task 6 – Geotechnical Investigation.....	\$40,000.00
<b>Subtotal .....</b>	<b>\$135,100.00</b>

**Phase 2 - 60% Design**

Task 1 – 60% Design Plans .....	\$94,690.00
Task 2 – Pothole Investigation.....	\$5,155.00
Task 3 – Utility Agency Coordination.....	\$6,480.00
<b>Subtotal .....</b>	<b>\$106,325.00</b>

**Phase 3 - Final Design**

Task 1 – 100% Design Plans .....	\$74,400.00
Task 2 – Bid Stage Services.....	\$4,680.00
<b>Subtotal .....</b>	<b>\$79,080.00</b>

**Total Budget .....** **\$320,505.00**



The project budget worksheet is included as an attachment. The City will be responsible for any permit or plan check fees. Please contact me with any questions you may have. We are available to discuss this proposal at your convenience. This cost proposal is valid for a period of 90 days.

Sincerely,

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke extending to the right.

David Song, PE ([dsong@civiltec.com](mailto:dsong@civiltec.com))  
Principal, Senior Project Manager



Design of Water Main Replacements at Various Locations  
City of Brea (Projects 7453, 7457, 7459, 7460)  
Time and Fee Estimate

Date: January 8, 2018

		HOURS BY														SUBCONST.				REIMB. EXPENSES	TOTAL COST
		SRL PIC	PIC	PM	Sr. D	SE	D	CADT	PT	Admin	2MS	SM	Don Read (x1.15)	Koury (x1.15)	BESS (x1.15)						
Scope of Work		\$ 245.00	\$ 230.00	\$ 195.00	\$ 190.00	\$ 165.00	\$ 145.00	\$ 130.00	\$ 100.00	\$ 105.00	\$ 80.00	\$ 240.00	\$ 155.00								
Phase 1 - Preliminary Design																		\$ 131,100.00	\$ 2,520.00		
Task 1 - Meetings		4		4															\$ 250.00		
Task 2 - Utility and Records Research				8		4				40								\$ 72,850.00	\$ 1,000.00		
Task 3 - Aerial and Field Survey				8		8		24	24					9,050.00				\$ 5,960.00			
Task 4 - Hydraulic Modeling				4	12		20											\$ 7,300.00			
Task 5 - Technical Memorandum				4	16		24											\$ 40,000.00			
Task 6 - Geotechnical Investigation														\$ 40,000.00				\$ 108,325.00			
Phase 2 - 60% Design																		\$ 250.00			
Task 1 - 60% Design Plans		32		40	16	40	40	240	320		8					\$ 4,375.00		\$ 94,690.00	\$ 5,155.00		
Task 2 - Pithead Investigation				4														\$ 6,480.00			
Task 3 - Utility Agency Coordination				16						32											
Phase 3 - Final Design																					
Task 1 - 100% Design Plans		4		32	12	32	32	180	240			8						\$ 79,000.00	\$ 500.00		
Task 2 - Bid Stage Services				24														\$ 4,680.00			
HOURS BUDGET		8	50	144	60	84	116	444	584	72	15	200	40	9,050.00	\$ 40,000.00	\$ 4,375.00		\$ 2,000.00	\$ 320,505.00		
SA - Principal Engineer																					
SE - Senior Engineer																					
D - Designer																					
Admin - Administrative Assistant/Coordinator																					
PM - Project Manager																					
SPM - Staff Engineer																					
PT - Planning Technician																					
SM - Survey Manager																					

## City of Brea

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### **COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** Appointments to the North Orange County Cities Joint Powers Authority Board of Directors.

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### **RECOMMENDATION**

That the City Council adopt a resolution designating two City Council Members to serve as Directors on the North Orange County Cities Joint Powers Authority (NOCCJPA) Board of Directors and name one additional City Council Member to serve as Alternate to the NOCCJPA Board.

### **BACKGROUND/DISCUSSION**

On November 15, 2016 the City Council authorized the formation of the North Orange County Cities Joint Powers Authority (NOCCJPA) and approved the Joint Exercise of Powers Agreement. Pursuant to the agreement, Each City is required to appoint two City Council members to serve on the Board and one Council member to serve as an alternate to the Board. The Joint Exercise of Powers Agreement provides the foundation on which the NOCCJPA may provide shared municipal services to its member cities of Fullerton and Brea. On December 6, 2016, City Council appointed Council Members Marick and Simonoff to the NOCCJPA Board of Directors and named Council Member Hupp as an alternate.

Pursuant to City Council Policy A-2 (Boards, Commissions and Committees) on January 15, 2019 the Mayor appointed individuals, subject to City Council confirmation, to serve on the various City Council Committees, City Council/Citizens Committees, Citizens Advisory Committees, and Joint Governmental Committees. Accordingly, the Mayor appointed Council Members Vargas and Simonoff to serve on the NOCCJPA Board of Directors and appointed Council Member Hupp to serve as an Alternate Director in their absence. Therefore, staff recommends that the City Council proceed with making appointments to the NOCCJPA Board of Directors as outlined in the attached resolution.

### **FISCAL IMPACT/SUMMARY**

There is no fiscal impact related to appointment of City Council Members to the NOCCJPA Board of Directors.

The attached resolution calls for appointments for the City of Brea representation on the North Orange County Cities Joint Powers Authority (NOCCJPA) Board of Directors.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Mario E. Maldonado, Assistant to the City Manager

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**Attachments**

Resolution

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**RESOLUTION NO. 2019-013**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA,  
CALIFORNIA, APPOINTING TWO BOARD DIRECTORS AND AN  
ALTERNATE TO THE GOVERNING BOARD OF THE NORTH  
ORANGE COUNTY CITIES JOINT POWERS AUTHORITY  
(NOCCJPA)**

**A. RECITALS:**

(i) The City of Brea is a Party in the North Orange County Cities Joint Powers Authority ("NOCCJPA"), a joint powers authority created pursuant to the provisions of the California Government Code.

(ii) NOCCJPA is a joint powers agency formed to provide for the joint exercise of common powers.

(iii) The Joint Exercise of Powers Agreement forming the NOCCJPA provides that the city council of each city that is a Party to the NOCCJPA shall appoint by resolution two current City Council members to serve as Directors on the NOCCJPA Governing Board and further, shall appoint one current City Council member to serve as an Alternate Director to the NOCCJPA Governing Board.

**B. RESOLUTION**

**NOW, THEREFORE,** the City Council of the City of Brea resolves, finds and determines, on the basis of the facts set forth in the agenda report presented to it and any testimony received at the meeting at which this matter was considered, as follows:

**RESO NO. 2019-013**  
February 5, 2019

1. That City Council Member Marty Simonoff is hereby appointed to serve as a Director on the NOCCJPA Governing Board.

2. That City Council Member Steve Vargas is hereby appointed to serve as a Director on the NOCCJPA Governing Board.

3. That City Council Member Cecilia Hupp is hereby appointed to serve on the NOCCJPA Governing Board as an Alternate Director in the absence of either of the Directors noted in Sections 1 and 2 above.

4. That the individuals designated as NOCCJPA Directors and Alternate Director by this City Council are hereby confirmed and designated as the City's delegates for all purposes of representing the City's interests and exercising the authority of the City with respect to all NOCCJPA Board decisions.

5. That this Resolution supersedes Resolution No. 2016-070, which shall be of no further force or effect.

6. That a certified copy of this Resolution shall be provided to the Chair of the NOCCJPA.

**APPROVED AND ADOPTED** this 5th day of February, 2019.

\_\_\_\_\_  
Christine Marick, Mayor

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

**RESO NO. 2019-013**  
February 5, 2019



I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a meeting of the City Council of the City of Brea held on the 5th day of February, 2019, 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**

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** November and December 2018 Outgoing Payment Logs and January 18 & 25  
and February 1, 2019 City Check Registers - Receive and file.

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**Attachments**

November 2018 Outgoing Payment Log

December 2018 Outgoing Payment Log

01-18-19 City Check Register

01-25-19 City Check Register

02-01-19 City Check Register

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**City of Brea**  
**Outgoing Payment Log**  
**Nov 2018**

Effective Date	Vendor	Description	Amount
<b>General Account Electronic payments</b>			
11/5/2018	Citizens Business Bank	Credit card processing fees	1,505.99
11/9/2018	CA SDU	Child support payments	723.72
11/9/2018	Brea Payroll	Brea staff payroll	850,134.06
11/9/2018	Brea Payroll	Employee deductions	109,307.67
11/9/2018	IRS	Payroll Federal taxes	158,410.43
11/9/2018	EDD	Payroll State taxes	52,966.83
11/9/2018	LAIF	Contribution	2,000,000.00
11/13/2018	CALPERS	CASB 68 Measure	4,500.00
11/13/2018	CALPERS	Medical payment	372,588.76
11/15/2018	Bank of America	PD radio lease payment	153,286.01
11/16/2018	CALPERS	Member retirement	201,186.14
11/16/2018	Paymentus	Monthly service fee - Oct	4,813.00
11/23/2018	Brea Payroll	Brea staff payroll	1,237,561.23
11/23/2018	Brea Payroll	Employee deductions	101,110.46
11/23/2018	IRS	Payroll Federal taxes	252,025.38
11/23/2018	EDD	Payroll State taxes	97,855.58
11/26/2018	Citizens Business Bank	Monthly banking service fee	2,346.30
11/26/2018	CA SDU	Child support payments	1,029.83
11/27/2018	CA Dept of Tax	Sales tax	9,482.00
11/28/2018	CALPERS	Member retirement	288,594.24
11/29/2018	LAIF	Contribution	739,000.00
11/29/2018	Golden State Escrow	Escrow fees for 57/Lambert project	10,000.00
11/29/2018	ILJAOB Payroll	ILJAOB staff salary & payroll taxes	13,118.57
11/30/2018	IRS	Payroll Federal taxes	5.49
			<hr/> 6,661,551.69
<b>Imprest Accounts</b>			
	Various	Workers Compensation Claims	117,860.19
	Various	General Liability Claims	20,037.12
		Subtotal	<hr/> 137,897.31
			<hr/> <b>\$ 6,799,449.00</b> <hr/>

**City of Brea**  
**Outgoing Payment Log**  
**Dec 2018**

Effective Date	Vendor	Description	Amount
<b>General Account Electronic payments</b>			
12/4/2018	Citizens Business Bank	Credit card processing fees	2,074.18
12/4/2018	LAIF	Contribution	1,400,000.00
12/7/2018	CA SDU	Child support payments	723.72
12/7/2018	Brea Payroll	Brea staff payroll	849,203.40
12/7/2018	Brea Payroll	Employee deductions	123,934.55
12/7/2018	IRS	Payroll Federal taxes	156,012.79
12/7/2018	EDD	Payroll State taxes	51,228.49
12/10/2018	CALPERS	Medical payment	378,060.36
12/12/2018	CALPERS	Member retirement	196,536.97
12/12/2018	LAIF	Contribution	28,000.00
12/14/2018	IRS	Payroll Federal taxes	65.74
12/19/2018	Bank of New York	2009 Water Bonds Debt Service	471,027.94
12/19/2018	Bank of New York	2010 Water Bonds Debt Service	206,887.13
12/19/2018	Bank of New York	2014 Water Bonds Debt Service	412,516.40
12/20/2018	Paymentus	Monthly service fee - Nov	4,913.00
12/21/2018	Brea Payroll	Brea staff payroll	863,411.66
12/21/2018	Brea Payroll	Employee deductions	96,652.17
12/21/2018	IRS	Payroll Federal taxes	160,994.29
12/21/2018	EDD	Payroll State taxes	53,192.99
12/21/2018	CA SDU	Child support payments	818.50
12/24/2018	CALPERS	Member retirement	200,028.96
12/27/2018	Citizens Business Bank	Monthly banking service fee	2,174.85
12/28/2018	ILJAOB Payroll	ILJAOB staff salary & payroll taxes	13,097.13
			<hr/> 4,269,481.04
<b>Imprest Accounts</b>			
	Various	Workers Compensation Claims	69,833.22
	Various	General Liability Claims	-
		Subtotal	<hr/> 69,833.22
			<hr/> <b>\$ 4,339,314.26</b> <hr/>

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179738	A FRANCINI MD. APC	01/18/2019	28209	470141483	PROF SVCS/IDR EVAL	\$3,400.00
<b>A FRANCINI MD. APC</b>					<b>Total Check Amount:</b>	<b>\$3,400.00</b>
179739	ARMS UNLIMITED INC.	01/18/2019	26722	110212131	RIFLE OPTIC MOUNT	\$1,392.00
<b>ARMS UNLIMITED INC.</b>					<b>Total Check Amount:</b>	<b>\$1,392.00</b>
179740	ARROW INTERNATIONAL, INC.	01/18/2019	25320	174222222	PM SUPPLIES FS2	\$1,846.30
<b>ARROW INTERNATIONAL, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,846.30</b>
179741	AT&T	01/18/2019	22050	475141471	7587116409 1111-1210	\$1,306.00
<b>AT&amp;T</b>					<b>Total Check Amount:</b>	<b>\$1,306.00</b>
179742	AT&T	01/18/2019	22390	475141471	7149110022 227 12/14	\$232.68
<b>AT&amp;T</b>					<b>Total Check Amount:</b>	<b>\$232.68</b>
179743	AT&T CALNET	01/18/2019	20391	420515131	9391011964 1028-1127	\$39.68
		01/18/2019	20391	420515131	9391011977 1028-1127	\$33.44
		01/18/2019	20391	475141471	9391011961 1028-1127	\$230.80
		01/18/2019	20391	475141471	9391011963 1028-1127	\$20.67
		01/18/2019	20391	475141471	9391011965 1028-1127	\$39.75
		01/18/2019	20391	475141471	9391011966 1028-1127	\$58.06
		01/18/2019	20391	475141471	9391011968 1022-1121	\$20.99
		01/18/2019	20391	475141471	9391011971 1028-1127	\$39.68
		01/18/2019	20391	475141471	9391011972 1028-1127	\$138.75
		01/18/2019	20391	475141471	9391011973 1028-1127	\$41.36
		01/18/2019	20391	475141471	9391011975 1028-1127	\$3,416.40
		01/18/2019	20391	475141471	9391011976 1028-1127	\$908.61
		01/18/2019	20391	475141471	9391011978 1028-1127	\$782.63
		01/18/2019	20391	475141471	9391011979 1028-1127	\$85.34
		01/18/2019	20391	475141471	9391023157 1028-1127	\$20.66
		01/18/2019	20391	475141471	9391023158 1028-1127	\$33.79
		01/18/2019	20391	475141471	9391023159 1028-1127	\$20.44
		01/18/2019	20391	475141471	9391032589 1028-1127	\$0.02
		01/18/2019	20391	475141471	9391052504 1028-1127	\$274.87
		01/18/2019	20391	475141471	9391052507 1028-1127	\$274.87
		01/18/2019	20391	475141471	9391057787 1028-1127	\$364.35
		01/18/2019	20391	475141471	9391060716 1028-1127	\$272.85
		01/18/2019	20391	475141471	9391063120 1028-1127	\$216.43
		01/18/2019	20391	475141471	9391063276 1028-1127	\$28.24
		01/18/2019	20391	475141471	9391063405 1028-1127	\$99.67
		01/18/2019	20391	475141471	9391064048 1028-1127	\$32.28
<b>AT&amp;T CALNET</b>					<b>Total Check Amount:</b>	<b>\$7,494.63</b>
179744	AT&T LONG DISTANCE	01/18/2019	1737	475141471	807752441 12/4/18	\$182.72

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>AT&amp;T LONG DISTANCE</b>						<b>Total Check Amount: \$182.72</b>
179745	CALIF FORENSIC PHLEBOTOMY INC.	01/18/2019	4488	110212131	BLOOD TESTS DEC 2018	\$2,782.00
<b>CALIF FORENSIC PHLEBOTOMY INC.</b>						<b>Total Check Amount: \$2,782.00</b>
179746	CINTAS	01/18/2019	24347	110404211	BCC FRST AID SUPPLIES	\$52.81
		01/18/2019	24347	110404542	THTR FRST AID SUPPLIES	\$110.65
<b>CINTAS</b>						<b>Total Check Amount: \$163.46</b>
179747	CITY OF ANAHEIM	01/18/2019	4908	110222211	METRO CITIES 18/19 Q3	\$61,496.87
<b>CITY OF ANAHEIM</b>						<b>Total Check Amount: \$61,496.87</b>
179748	THE COUNSELING TEAM INTERNATIONAL	01/18/2019	13933	110222221	ADV PEER SUPPORT TRNG	\$199.00
<b>THE COUNSELING TEAM INTERNATIONAL</b>						<b>Total Check Amount: \$199.00</b>
179749	COUNTY OF ORANGE	01/18/2019	4799	110212131	ANIMAL SHELTR OCT-DEC	\$10,715.33
<b>COUNTY OF ORANGE</b>						<b>Total Check Amount: \$10,715.33</b>
179750	COUNTY OF ORANGE	01/18/2019	4799	110212122	FINGERPRINT ID DEC18	\$1,783.00
<b>COUNTY OF ORANGE</b>						<b>Total Check Amount: \$1,783.00</b>
179751	CPSI - PROPERTY SPECIALIST, INC.	01/18/2019	26951	510707251	57/LAMBERT INT DEC18	\$1,345.67
<b>CPSI - PROPERTY SPECIALIST, INC.</b>						<b>Total Check Amount: \$1,345.67</b>
179752	DEPARTMENT OF JUSTICE	01/18/2019	13406	110141481	FINGERPRNT APPS NOV18	\$571.00
<b>DEPARTMENT OF JUSTICE</b>						<b>Total Check Amount: \$571.00</b>
179753	DOWNTOWN FORD SALES	01/18/2019	18138	480515161	2019 FORD INTERCEPTOR	\$28,965.55
<b>DOWNTOWN FORD SALES</b>						<b>Total Check Amount: \$28,965.55</b>
179754	SOUTHERN CALIFORNIA EDISON	01/18/2019	3343	110515121	ELECTRICITY DEC/JAN19	\$15.33
		01/18/2019	3343	110515141	ELECTRICITY DEC/JAN19	\$1,959.31
		01/18/2019	3343	110515143	ELECTRICITY DEC/JAN19	\$823.60
		01/18/2019	3343	110515144	ELECTRICITY DEC/JAN19	\$1,064.78
		01/18/2019	3343	341515112	ELECTRICITY DEC/JAN19	\$193.53
		01/18/2019	3343	343515112	ELECTRICITY DEC/JAN19	\$172.67
		01/18/2019	3343	345515112	ELECTRICITY DEC/JAN19	\$108.81
		01/18/2019	3343	346515112	ELECTRICITY DEC/JAN19	\$246.96
		01/18/2019	3343	360515145	ELECTRICITY DEC/JAN19	\$697.42
		01/18/2019	3343	420515131	ELECTRICITY DEC/JAN19	\$3,036.44
		01/18/2019	3343	490515151	ELECTRICITY DEC/JAN19	\$4,612.28
		01/18/2019	3343	880515113	ELECTRICITY DEC/JAN19	\$27.31
<b>SOUTHERN CALIFORNIA EDISON</b>						<b>Total Check Amount: \$12,958.44</b>
179755	SOUTHERN CALIFORNIA EDISON	01/18/2019	3343	110515121	ELECTRICITY NOV/DEC18	\$4,905.32
		01/18/2019	3343	110515141	ELECTRICITY NOV/DEC18	\$84.39
		01/18/2019	3343	430515123	ELECTRICITY NOV/DEC18	\$33.65
		01/18/2019	3343	490515151	ELECTRICITY NOV/DEC18	\$1,078.23
<b>SOUTHERN CALIFORNIA EDISON</b>						<b>Total Check Amount: \$6,101.59</b>

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179756	SOUTHERN CALIFORNIA EDISON	01/18/2019	3343	110515121	ELECTRICITY NOV/DEC18	\$3,858.49
		01/18/2019	3343	110515125	ELECTRICITY NOV/DEC18	\$5,741.23
		01/18/2019	3343	420515131	ELECTRICITY NOV/DEC18	\$25,470.71
<b>SOUTHERN CALIFORNIA EDISON</b>					<b>Total Check Amount:</b>	<b>\$35,070.43</b>
179757	EMERGENCY POWER CONTROLS	01/18/2019	12002	490515151	EMERG LIGHTING:BCC	\$560.00
<b>EMERGENCY POWER CONTROLS</b>					<b>Total Check Amount:</b>	<b>\$560.00</b>
179758	ERIC W. GRUVER PHD	01/18/2019	7856	110141481	PRE-EMPLOYMENT EVAL	\$2,550.00
<b>ERIC W. GRUVER PHD</b>					<b>Total Check Amount:</b>	<b>\$2,550.00</b>
179759	RICHARD J. AND BEVERLY E. GOODE	01/18/2019	28207	420515131	CDWC COMMON STOCK	\$15,250.00
<b>RICHARD J. AND BEVERLY E. GOODE</b>					<b>Total Check Amount:</b>	<b>\$15,250.00</b>
179760	HUNTINGTON T BLOCK INS AGENCY	01/18/2019	5642	110404541	2019 FINE ARTS INSRNC	\$750.00
<b>HUNTINGTON T BLOCK INS AGENCY</b>					<b>Total Check Amount:</b>	<b>\$750.00</b>
179761	IN TIME SERVICES INC.	01/18/2019	20876	950000000	ILJAO ISE TEXT DEC18	\$2,210.88
<b>IN TIME SERVICES INC.</b>					<b>Total Check Amount:</b>	<b>\$2,210.88</b>
179762	KEYSTONE RIDGE DESIGNS	01/18/2019	26369	110	MEMORIAL TRACKS PLQUE	\$230.00
<b>KEYSTONE RIDGE DESIGNS</b>					<b>Total Check Amount:</b>	<b>\$230.00</b>
179763	LANGUAGE LINE SERVICES	01/18/2019	19704	110212133	OTP INTERPRETATION	\$53.58
<b>LANGUAGE LINE SERVICES</b>					<b>Total Check Amount:</b>	<b>\$53.58</b>
179764	LIFE-ASSIST, INC.	01/18/2019	10530	174222222	PM MEDS FIRE STN #2	\$1,603.09
<b>LIFE-ASSIST, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,603.09</b>
179765	LOCAL GOVERNMENT COMMISSION	01/18/2019	2375	110323231	BREA CORE JUL-NOV18	\$3,712.50
		01/18/2019	2375	110323231	BREACORE 1/22-3/31/18	\$742.50
<b>LOCAL GOVERNMENT COMMISSION</b>					<b>Total Check Amount:</b>	<b>\$4,455.00</b>
179766	LUIS MATA	01/18/2019	28210	110	REG'N FEE REFUND	\$150.00
<b>LUIS MATA</b>					<b>Total Check Amount:</b>	<b>\$150.00</b>
179767	MEDPOST URGENT CARE - BREA	01/18/2019	27547	110141481	MED SVCS NOV 2018	\$170.00
<b>MEDPOST URGENT CARE - BREA</b>					<b>Total Check Amount:</b>	<b>\$170.00</b>
179768	STEVEN MI	01/18/2019	28211	110	MEMB CANCELLATION	\$66.00
<b>STEVEN MI</b>					<b>Total Check Amount:</b>	<b>\$66.00</b>
179769	NDS, LLC	01/18/2019	25312	110141441	PRESORT MAILSVCS DEC18	\$413.33
<b>NDS, LLC</b>					<b>Total Check Amount:</b>	<b>\$413.33</b>
179770	NETWORKFLEET INC.	01/18/2019	25293	480515161	GPS FEES NOV 2018	\$893.00
<b>NETWORKFLEET INC.</b>					<b>Total Check Amount:</b>	<b>\$893.00</b>
179771	OFFICE DEPOT, INC	01/18/2019	4743	110111161	OFFICE SUPPLIES	\$71.20
		01/18/2019	4743	110212111	OFFICE SUPPLIES	\$54.37
		01/18/2019	4743	110212121	OFFICE SUPPLIES	\$118.23
		01/18/2019	4743	110404521	OFFICE SUPPLIES	\$96.32
		01/18/2019	4743	110515171	OFFICE SUPPLIES	\$28.55
<b>OFFICE DEPOT, INC</b>					<b>Total Check Amount:</b>	<b>\$368.67</b>

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179772	ORANGE COUNTY SHERIFF'S DEPT	01/18/2019	6542	110212111	FIELD TRNG OFFCER UPD	\$65.00
ORANGE COUNTY SHERIFF'S DEPT					Total Check Amount:	\$65.00
179773	ORANGE COUNTY SHERIFF'S DEPT	01/18/2019	6542	110212111	FTO TRAINING	\$260.00
ORANGE COUNTY SHERIFF'S DEPT					Total Check Amount:	\$260.00
179774	PUBLIC SURPLUS/THE PUBLIC GROUP	01/18/2019	18564	110000000	7% SURCHARGE:AUCTION	\$178.50
PUBLIC SURPLUS/THE PUBLIC GROUP					Total Check Amount:	\$178.50
179775	PUENTE HILLS FORD	01/18/2019	25742	480515161	954 A/C REPAIR	\$345.64
		01/18/2019	25742	480515161	DOOR STOP HINGE	\$27.29
		01/18/2019	25742	480515161	FUEL FILLER PIPE	\$79.29
		01/18/2019	25742	480515161	KEY CYLINDER & COVER	\$123.18
		01/18/2019	25742	480515161	MANIFOLD/GASKET/SEALS	\$319.47
		01/18/2019	25742	480515161	TURN SIGNAL SWITCH	\$87.05
PUENTE HILLS FORD					Total Check Amount:	\$981.92
179776	SAMUEL D. AND BRIAN J. RANDALL	01/18/2019	28206	420515131	CDWC COMMON STOCK	\$15,250.00
SAMUEL D. AND BRIAN J. RANDALL					Total Check Amount:	\$15,250.00
179777	RTKL ASSOCIATES INC.	01/18/2019	6719	110000000	PROF SVCS THRU 11/14	\$5,985.00
		01/18/2019	6719	110323214	PROF SVCS THRU 11/14	\$1,140.00
RTKL ASSOCIATES INC.					Total Check Amount:	\$7,125.00
179778	ROBERT L. SCHWENKMEYER	01/18/2019	28208	420515131	CDWC COMMON STOCK	\$15,250.00
ROBERT L. SCHWENKMEYER					Total Check Amount:	\$15,250.00
179779	SENITICA CONSTRUCTION, INC.	01/18/2019	28096	510707936	CCC LNDSCP PP#2 DEC18	\$34,132.69
SENITICA CONSTRUCTION, INC.					Total Check Amount:	\$34,132.69
179780	SOUTHERN CALIFORNIA FLEET SERV. INC	01/18/2019	27570	480515161	23014 ENGINE REPAIR	\$413.55
SOUTHERN CALIFORNIA FLEET SERV. INC					Total Check Amount:	\$413.55
179781	SPARKLETTS	01/18/2019	3001	110141441	5G WTR BOTTLES NOV18	\$457.60
		01/18/2019	3001	110141441	WTR DISP RENTAL NOV18	\$94.64
		01/18/2019	3001	110141481	WATER BOTTLES NOV18	\$5.19
SPARKLETTS					Total Check Amount:	\$557.43
179782	SPARKLETTS	01/18/2019	3001	110111161	122718 COUNCL MTG WTR	\$20.76
SPARKLETTS					Total Check Amount:	\$20.76
179783	SPARKLETTS	01/18/2019	3001	490515151	CCC FOUNTN WTR DEC18	\$18.62
SPARKLETTS					Total Check Amount:	\$18.62
179784	TURNOUT MAINTENANCE COMPANY, LLC	01/18/2019	19898	110222221	UNIFORM REPAIR	\$54.33
TURNOUT MAINTENANCE COMPANY, LLC					Total Check Amount:	\$54.33
179785	URBAN GRAFFITI ENTERPRISES INC.	01/18/2019	4352	110515121	GRAFFTI REMOVAL DEC18	\$2,000.00
URBAN GRAFFITI ENTERPRISES INC.					Total Check Amount:	\$2,000.00
179787	VERIZON WIRELESS	01/18/2019	21122	110111111	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110111143	9820801262 1123-1222	\$146.07



## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179787	VERIZON WIRELESS	01/18/2019	21122	110111151	9820801262 1123-1222	\$108.06
		01/18/2019	21122	110111161	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110141411	9820801262 1123-1222	\$38.01
		01/18/2019	21122	110141424	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110141441	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110141481	9820801262 1123-1222	\$53.51
		01/18/2019	21122	110212121	9820801262 1123-1222	\$4,014.51
		01/18/2019	21122	110222223	9820801262 1123-1222	\$1,306.07
		01/18/2019	21122	110323212	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110323231	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110323241	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110323242	9820801262 1123-1222	\$34.99
		01/18/2019	21122	110323243	9820801262 1123-1222	\$54.03
		01/18/2019	21122	110404311	9820801262 1123-1222	\$558.12
		01/18/2019	21122	110404525	9820801262 1123-1222	\$105.34
		01/18/2019	21122	110515171	9820801262 1123-1222	\$115.11
		01/18/2019	21122	174222222	9820801262 1123-1222	\$586.17
		01/18/2019	21122	420515131	9820801262 1123-1222	\$929.84
		01/18/2019	21122	430515123	9820801262 1123-1222	\$746.60
		01/18/2019	21122	460141474	9820801262 1123-1222	\$326.68
		01/18/2019	21122	475141471	9820801262 1123-1222	\$1,694.96
<b>VERIZON WIRELESS</b>					<b>Total Check Amount:</b>	<b>\$11,196.28</b>
179788	KELLY WALKER	01/18/2019	19627	110004200	S/U:BRIDAL SHOW 2018	\$750.00
<b>KELLY WALKER</b>					<b>Total Check Amount:</b>	<b>\$750.00</b>
179789	WESTERN AUDIO VISUAL	01/18/2019	24433	110111152	18/19 AUDIOVISUAL MNT	\$2,613.00
		01/18/2019	24433	110111153	ROBOSHOT DRPDWN MOUNT	\$4,730.65
<b>WESTERN AUDIO VISUAL</b>					<b>Total Check Amount:</b>	<b>\$7,343.65</b>
179790	WESTRUX	01/18/2019	25302	480515161	FIRE TRUCK BRKE VLVE	\$541.71
<b>WESTRUX</b>					<b>Total Check Amount:</b>	<b>\$541.71</b>
<b>Check Subtotal</b>						<b>\$303,869.66</b>
V31043	ABF PRINTING	01/18/2019	26673	110404543	BREA LOVE ART SHIRTS	\$952.60
<b>ABF PRINTING</b>					<b>Total Check Amount:</b>	<b>\$952.60</b>
V31044	AFLAC-ACCOUNT #EZA73	01/18/2019	22923	110	ACC/CANCER INS DEC18	\$5,445.80
<b>AFLAC-ACCOUNT #EZA73</b>					<b>Total Check Amount:</b>	<b>\$5,445.80</b>
V31045	ALL CITY MANAGEMENT SERVICES INC	01/18/2019	6604	110212132	CRSNG GRDS 12/2-12/15	\$3,290.00
<b>ALL CITY MANAGEMENT SERVICES INC</b>					<b>Total Check Amount:</b>	<b>\$3,290.00</b>
V31046	JUDY ALLEN	01/18/2019	20447	110404215	CLASS INSTR BCC DEC18	\$240.00

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>JUDY ALLEN</b>						<b>Total Check Amount: \$240.00</b>
V31047	ALLSTAR FIRE EQUIPMENT	01/18/2019	8353	110222221	TURNOUTS (10)	\$4,498.51
		01/18/2019	8353	174222222	TURNOUTS (10)	\$10,496.52
<b>ALLSTAR FIRE EQUIPMENT</b>						<b>Total Check Amount: \$14,995.03</b>
V31048	ALTA LANGUAGE SERVICES, INC	01/18/2019	25953	110141481	LISTENNG/SPEAKNG TEST	\$50.00
<b>ALTA LANGUAGE SERVICES, INC</b>						<b>Total Check Amount: \$50.00</b>
V31049	ALTERNATIVE HOSE, INC.	01/18/2019	18488	480515161	CREDIT TO #5833503	(\$49.36)
		01/18/2019	18488	480515161	HOSE ASSEMBLY	\$80.69
<b>ALTERNATIVE HOSE, INC.</b>						<b>Total Check Amount: \$31.33</b>
V31050	AMERICAN LEGAL PUBLISHING CORP	01/18/2019	3794	110111161	2019 INTERNET SUBSCR	\$495.00
<b>AMERICAN LEGAL PUBLISHING CORP</b>						<b>Total Check Amount: \$495.00</b>
V31051	AVCOGAS PROPANE SALES & SERVICES	01/18/2019	22047	480515161	PROPANE FUEL 520 GAL	\$1,384.75
<b>AVCOGAS PROPANE SALES &amp; SERVICES</b>						<b>Total Check Amount: \$1,384.75</b>
V31052	BEN'S ASPHALT, INC..	01/18/2019	1808	510707442	WTR UTIL PATCH-ASH ST	\$11,155.03
<b>BEN'S ASPHALT, INC..</b>						<b>Total Check Amount: \$11,155.03</b>
V31053	BILL'S AUTO UPHOLSTERY	01/18/2019	10510	480515161	PD SEAT REPAIR	\$570.00
<b>BILL'S AUTO UPHOLSTERY</b>						<b>Total Check Amount: \$570.00</b>
V31054	JANET BIRCH	01/18/2019	25982	110404521	SR CTR YOGA DEC18	\$75.00
<b>JANET BIRCH</b>						<b>Total Check Amount: \$75.00</b>
V31055	CHRISTINE BOATNER	01/18/2019	18460	110404215	BECKMAN ADMIN DEC18	\$476.00
		01/18/2019	18460	110404215	BECKMAN FITNESS DEC18	\$52.00
		01/18/2019	18460	110404215	CLASS INSTR BCC DEC18	\$300.00
<b>CHRISTINE BOATNER</b>						<b>Total Check Amount: \$828.00</b>
V31056	BOTACH TACTICAL	01/18/2019	5214	110	BATTERIES	(\$43.38)
		01/18/2019	5214	110212131	BATTERIES	\$603.18
<b>BOTACH TACTICAL</b>						<b>Total Check Amount: \$559.80</b>
V31057	BREA DISPOSAL, INC	01/18/2019	3330	440515122	REFUSE COLLECTN DEC18	\$150,946.36
<b>BREA DISPOSAL, INC</b>						<b>Total Check Amount: \$150,946.36</b>
V31058	BUCKNAM INFRASTRUCTURE GROUP, INC	01/18/2019	23775	110515121	2019 PMP UPDATE	\$8,460.00
<b>BUCKNAM INFRASTRUCTURE GROUP, INC</b>						<b>Total Check Amount: \$8,460.00</b>
V31059	CALIFORNIA DOMESTIC WATER CO	01/18/2019	3388	420515131	TOMLNSON ASSMNT DEC18	\$4,324.00
<b>CALIFORNIA DOMESTIC WATER CO</b>						<b>Total Check Amount: \$4,324.00</b>
V31060	CALOLYMPIC SAFETY	01/18/2019	3135	480515161	NITRILE GLOVES	\$242.04
<b>CALOLYMPIC SAFETY</b>						<b>Total Check Amount: \$242.04</b>
V31061	CANON FINANCIAL SERVICES, INC.	01/18/2019	20648	110141441	13-COPIER LEASE DEC18	\$3,480.64
<b>CANON FINANCIAL SERVICES, INC.</b>						<b>Total Check Amount: \$3,480.64</b>
V31062	ARLINDA CANTU	01/18/2019	26312	110404215	BECKMAN FITNESS DEC18	\$50.00
		01/18/2019	26312	110404215	PSNL TRAINR BCC DEC18	\$743.20
		01/18/2019	26312	110404215	SILVER SNEAKERS DEC18	\$50.00

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
ARLINDA CANTU					Total Check Amount:	\$843.20
V31063	ANDREW CATOR	01/18/2019	6646	460141474	DEC 2018 MILEAGE	\$177.67
ANDREW CATOR					Total Check Amount:	\$177.67
V31064	CELL BUSINESS EQUIPMENT (CBE)	01/18/2019	23344	110141441	OVERAGE 9/30-12/30/18	\$353.00
CELL BUSINESS EQUIPMENT (CBE)					Total Check Amount:	\$353.00
V31065	CIGNA BEHAVIORAL HEALTH, INC.	01/18/2019	26628	110141481	EAP SVCS JAN 2019	\$1,125.69
CIGNA BEHAVIORAL HEALTH, INC.					Total Check Amount:	\$1,125.69
V31066	CLIMATEC LLC	01/18/2019	23618	490515151	INSTL/COMMISSION CTRL	\$1,475.00
CLIMATEC LLC					Total Check Amount:	\$1,475.00
V31067	COLONIAL LIFE PROCESSING CENTER	01/18/2019	26071	110	E4504064 CRIT ILL DEC	\$179.38
		01/18/2019	26071	110	E4504064 ST DISAB DEC	\$1,182.02
COLONIAL LIFE PROCESSING CENTER					Total Check Amount:	\$1,361.40
V31068	JOEL DACANAY	01/18/2019	28068	110404215	MASSAGE THERAPIST BCC	\$115.00
JOEL DACANAY					Total Check Amount:	\$115.00
V31069	DENNIS GRUBB & ASSOCIATES, LLC.	01/18/2019	25568	110000000	PLAN CHECK FEES DEC18	\$399.50
DENNIS GRUBB & ASSOCIATES, LLC.					Total Check Amount:	\$399.50
V31070	DF POLYGRAPH	01/18/2019	22010	110141481	POLYGRAPH EXAMS DEC18	\$700.00
DF POLYGRAPH					Total Check Amount:	\$700.00
V31071	DUALGRAPHICS	01/18/2019	14494	110111151	BL ROUTE SLPS JAN/FEB	\$271.46
		01/18/2019	14494	110111151	JAN/FEB 2019 BREALINE	\$5,994.36
DUALGRAPHICS					Total Check Amount:	\$6,265.82
V31072	MICHAEL DURALDE	01/18/2019	25228	110404215	BREA MOVEMENT DEC18	\$803.40
		01/18/2019	25228	110404215	FIT U DEC 2018	\$469.80
		01/18/2019	25228	110404215	PSNL TRAINR BCC DEC18	\$460.38
		01/18/2019	25228	110404215	SILVER SNEAKERS DEC18	\$84.00
MICHAEL DURALDE					Total Check Amount:	\$1,817.58
V31073	MYRA DUVALL	01/18/2019	18083	110404215	YOGA BCC DEC18	\$300.00
MYRA DUVALL					Total Check Amount:	\$300.00
V31074	ECS IMAGING INC	01/18/2019	21988	475141471	LASERFICHE SUPPORT	\$14,090.00
ECS IMAGING INC					Total Check Amount:	\$14,090.00
V31075	ENTENMANN ROVIN COMPANY	01/18/2019	3457	110222211	FLAT BADGE (GRECO)	\$174.70
ENTENMANN ROVIN COMPANY					Total Check Amount:	\$174.70
V31076	ENTERPRISE FM TRUST	01/18/2019	15895	110212121	CH TAHOE LEASE DEC18	\$697.97
ENTERPRISE FM TRUST					Total Check Amount:	\$697.97
V31077	EWING IRRIGATION PRODUCTS, INC.	01/18/2019	5807	110515125	TREE PRUNER FOR DT	\$308.27
EWING IRRIGATION PRODUCTS, INC.					Total Check Amount:	\$308.27
V31078	FILARSKY & WATT LLP	01/18/2019	2043	110141481	PROF SVCS DEC 2018	\$2,790.00
FILARSKY & WATT LLP					Total Check Amount:	\$2,790.00
V31079	FIREFIGHTERS SAFETY CENTER	01/18/2019	18485	110222221	BOOTS	\$252.14

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>FIREFIGHTERS SAFETY CENTER</b>					<b>Total Check Amount:</b>	<b>\$252.14</b>
V31080	GEORGE HILLS COMPANY	01/18/2019	27340	470141483	CLAIMS MGMT FEE DEC18	\$515.00
		01/18/2019	27340	470141483	ISO INQUIRY 10/18/18	\$40.00
<b>GEORGE HILLS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$555.00</b>
V31081	MELISSA GIFFORD	01/18/2019	10645	110404215	CLASS INSTR BCC DEC18	\$175.00
<b>MELISSA GIFFORD</b>					<b>Total Check Amount:</b>	<b>\$175.00</b>
V31082	REBECCA GONZALEZ	01/18/2019	19884	110404215	CYCLE BCC DEC18	\$50.00
<b>REBECCA GONZALEZ</b>					<b>Total Check Amount:</b>	<b>\$50.00</b>
V31083	HACE INC.	01/18/2019	27807	510707944	SR CTR KITCHN REDESGN	\$20,288.14
<b>HACE INC.</b>					<b>Total Check Amount:</b>	<b>\$20,288.14</b>
V31084	MATTHEW HART	01/18/2019	27810	110404215	CYCLE BCC DEC18	\$46.00
<b>MATTHEW HART</b>					<b>Total Check Amount:</b>	<b>\$46.00</b>
V31085	LUIS FERNANDO HERNANDEZ	01/18/2019	28069	110404215	MASSAGE THERAPIST BCC	\$140.00
<b>LUIS FERNANDO HERNANDEZ</b>					<b>Total Check Amount:</b>	<b>\$140.00</b>
V31086	MONA HERNANDEZ	01/18/2019	23114	110404215	MASSAGE THERAPIST BCC	\$697.40
<b>MONA HERNANDEZ</b>					<b>Total Check Amount:</b>	<b>\$697.40</b>
V31087	HI SIGN	01/18/2019	4693	490515151	COMM DEV SVCS SIGN	\$215.50
<b>HI SIGN</b>					<b>Total Check Amount:</b>	<b>\$215.50</b>
V31088	HORIZON MECHANICAL CONTRACTORS	01/18/2019	27728	490515151	REPIPE RAYPAK BOILERS	\$4,422.90
<b>HORIZON MECHANICAL CONTRACTORS</b>					<b>Total Check Amount:</b>	<b>\$4,422.90</b>
V31089	HUNTINGTON COURT REPORTS&TRANSCRIP.	01/18/2019	18131	110212122	IA 18-008 INTERVIEW	\$307.00
<b>HUNTINGTON COURT REPORTS&amp;TRANSCRIP.</b>					<b>Total Check Amount:</b>	<b>\$307.00</b>
V31090	JEFFREY HUNZIKER	01/18/2019	26172	110	CA NARC K9 ASSOC CONF	\$156.00
		01/18/2019	26172	110212111	CANINE HANDLER UPDATE	\$24.00
<b>JEFFREY HUNZIKER</b>					<b>Total Check Amount:</b>	<b>\$180.00</b>
V31091	JMDIAZ, INC.	01/18/2019	27113	510707946	TRACKS EXP OCT-NOV18	\$10,129.58
<b>JMDIAZ, INC.</b>					<b>Total Check Amount:</b>	<b>\$10,129.58</b>
V31092	DARYL JOHNSON	01/18/2019	1357	110212111	FIELD TRNG OFFCER UPD	\$24.00
<b>DARYL JOHNSON</b>					<b>Total Check Amount:</b>	<b>\$24.00</b>
V31093	PAMELA JOHNSTON	01/18/2019	28025	110404215	ZUMBA BCC DEC18	\$25.00
<b>PAMELA JOHNSTON</b>					<b>Total Check Amount:</b>	<b>\$25.00</b>
V31094	KELLY PAPER	01/18/2019	7039	110141441	PAPER	\$149.28
		01/18/2019	7039	110141441	SUPPLIES	\$155.91
<b>KELLY PAPER</b>					<b>Total Check Amount:</b>	<b>\$305.19</b>
V31095	KAREN KIESS	01/18/2019	21414	110404215	CLASS INSTR BCC DEC18	\$192.00
<b>KAREN KIESS</b>					<b>Total Check Amount:</b>	<b>\$192.00</b>
V31096	L-3 COMMUNICATIONS	01/18/2019	21024	475141471	18/19 SERVER EXT MNT	\$1,865.00
<b>L-3 COMMUNICATIONS</b>					<b>Total Check Amount:</b>	<b>\$1,865.00</b>
V31097	FRANCESCO LA TORRE	01/18/2019	24398	110404521	DEC 2018 MILEAGE	\$34.88

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
FRANCESCO LA TORRE					Total Check Amount:	\$34.88
V31098	DOLLY LAI	01/18/2019	18084	110404215	YOGA BCC DEC18	\$60.00
DOLLY LAI					Total Check Amount:	\$60.00
V31099	LAND CONCERN, LTD	01/18/2019	22942	510707936	PROJ SUPPRT JUL/AUG17	\$1,190.00
LAND CONCERN, LTD					Total Check Amount:	\$1,190.00
V31100	RENEE F. LAVACOT	01/18/2019	6754	110404215	ZUMBA BCC DEC18	\$300.00
RENEE F. LAVACOT					Total Check Amount:	\$300.00
V31101	MICHELLE LE	01/18/2019	27953	110404215	YOGA BECKMAN DEC18	\$50.00
MICHELLE LE					Total Check Amount:	\$50.00
V31102	LIBERTY FLAGS INC.	01/18/2019	5457	490	FLAGS	(\$102.54)
		01/18/2019	5457	490515151	FLAGS	\$1,425.59
LIBERTY FLAGS INC.					Total Check Amount:	\$1,323.05
V31103	LIEBERT CASSIDY WHITMORE	01/18/2019	2489	470141483	PROF SVCS THRU 11/30	\$976.00
LIEBERT CASSIDY WHITMORE					Total Check Amount:	\$976.00
V31104	LINEGEAR	01/18/2019	23894	110222221	PM CLOTHING	\$1,225.66
LINEGEAR					Total Check Amount:	\$1,225.66
V31105	CHRISTOPHER LINGWALL	01/18/2019	16379	110222223	REIMB:BATT/BOLT MTR	\$139.67
CHRISTOPHER LINGWALL					Total Check Amount:	\$139.67
V31106	TANYA LOSCUTOFF	01/18/2019	22092	110404215	CLASS INSTR BCC DEC18	\$150.00
		01/18/2019	22092	110404215	POWER TRNG CLUB DEC18	\$202.80
		01/18/2019	22092	110404215	PSNL TRAINR BCC DEC18	\$793.77
TANYA LOSCUTOFF					Total Check Amount:	\$1,146.57
V31107	STACY MABRY	01/18/2019	7026	110404215	LOW IMPACT BCC DEC18	\$108.00
STACY MABRY					Total Check Amount:	\$108.00
V31108	JENNIFER MANZELLA	01/18/2019	23036	950000000	ILJAOC JM MLG JUL-DEC	\$69.65
JENNIFER MANZELLA					Total Check Amount:	\$69.65
V31109	MAR-CO EQUIPMENT COMPANY	01/18/2019	20329	480515161	VALVE ASSY/HARNESS	\$676.28
MAR-CO EQUIPMENT COMPANY					Total Check Amount:	\$676.28
V31110	SUSAN MARTIN	01/18/2019	23655	110404524	COUNSELING SUPV NOV18	\$2,240.00
SUSAN MARTIN					Total Check Amount:	\$2,240.00
V31111	KRIS MARUMOTO	01/18/2019	17803	110404215	YOGA BCC DEC18	\$225.00
		01/18/2019	17803	110404215	YOGA BECKMAN DEC18	\$52.00
KRIS MARUMOTO					Total Check Amount:	\$277.00
V31112	ANDREA MCGRANAHAN	01/18/2019	26046	110404215	BM FITNESS/CYCLE DEC18	\$208.00
		01/18/2019	26046	110404215	CLASS INSTR BCC DEC18	\$675.00
		01/18/2019	26046	110404215	PSNL TRAINR BCC DEC18	\$231.00
ANDREA MCGRANAHAN					Total Check Amount:	\$1,114.00
V31113	MARGARITO MENDEZ	01/18/2019	26196	110212111	FTO TRAINING	\$40.00
MARGARITO MENDEZ					Total Check Amount:	\$40.00

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31114	TIMOTHY MERCADO	01/18/2019	7047	110	CA NARC K9 ASSOC CONF	\$156.00
TIMOTHY MERCADO					Total Check Amount:	\$156.00
V31115	TERRY MILLER	01/18/2019	27998	110404215	ZUMBA BCC DEC18	\$25.00
TERRY MILLER					Total Check Amount:	\$25.00
V31116	MINER, LTD	01/18/2019	27173	490515151	REPAIR GYM DOORS	\$1,402.70
		01/18/2019	27173	490515151	REPAIR JAIL DOOR, CCC	\$358.75
		01/18/2019	27173	490515151	TEEN ZONE DOOR REPAIR	\$4,098.03
MINER, LTD					Total Check Amount:	\$5,859.48
V31117	MODULAR SPACE CORPORATION	01/18/2019	27090	510707929	LDM TRAILR RENTL/RMVL	\$132.63
MODULAR SPACE CORPORATION					Total Check Amount:	\$132.63
V31118	JENNIFER MONZON-SCROFINI	01/18/2019	20158	110404215	CLASS INSTR BCC DEC18	\$200.00
JENNIFER MONZON-SCROFINI					Total Check Amount:	\$200.00
V31119	NATASHA MOORE	01/18/2019	10711	110404215	BODY PUMP BCC DEC18	\$120.00
NATASHA MOORE					Total Check Amount:	\$120.00
V31120	JONATHAN MOROUSE	01/18/2019	25963	110	CA NARC K9 ASSOC CONF	\$156.00
		01/18/2019	25963	110212111	CANINE HANDLER UPDATE	\$24.00
JONATHAN MOROUSE					Total Check Amount:	\$180.00
V31121	MUNISERVICES, LLC	01/18/2019	10627	110141422	LTC DISCOVERY 12/18	\$50.40
MUNISERVICES, LLC					Total Check Amount:	\$50.40
V31122	MYERS AND SONS	01/18/2019	21624	480515161	PAR 40 LED BULBS	\$109.91
MYERS AND SONS					Total Check Amount:	\$109.91
V31123	NINYO & MOORE	01/18/2019	22134	510707873	ENV CONSULT:TRACKS S4	\$764.00
NINYO & MOORE					Total Check Amount:	\$764.00
V31124	ONWARD ENGINEERING	01/18/2019	22106	510707929	INSP SVCS OCT 2018	\$7,360.00
		01/18/2019	22106	510707929	INSP SVCS SEPT 2018	\$11,338.00
ONWARD ENGINEERING					Total Check Amount:	\$18,698.00
V31125	SHAUN OSHANN	01/18/2019	25949	460141474	DEC 2018 MILEAGE	\$509.58
SHAUN OSHANN					Total Check Amount:	\$509.58
V31126	PACIFIC TELEMAGEMENT SERVICES	01/18/2019	19696	475141471	7147920398 1/1-1/31	\$75.00
PACIFIC TELEMAGEMENT SERVICES					Total Check Amount:	\$75.00
V31127	WILLIAM PAN	01/18/2019	20311	460141474	DEC 2018 MILEAGE	\$9.27
WILLIAM PAN					Total Check Amount:	\$9.27
V31128	PIERRE PASA	01/18/2019	11096	110404215	CARDIO KICK BCC DEC18	\$186.00
PIERRE PASA					Total Check Amount:	\$186.00
V31129	HERMAN PERDOMO JR,	01/18/2019	20265	110404215	BODY PUMP BCC DEC18	\$125.00
HERMAN PERDOMO JR,					Total Check Amount:	\$125.00
V31130	IRACEMA PERDOMO	01/18/2019	14135	110404215	BODY PUMP BCC DEC18	\$175.00
IRACEMA PERDOMO					Total Check Amount:	\$175.00
V31131	BRIANA PERLSON	01/18/2019	28024	110404215	YOGA BCC DEC18	\$23.00

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>BRIANA PERLSON</b>						<b>Total Check Amount: \$23.00</b>
V31132	RAY-LITE INDUSTRIES, INC.	01/18/2019	19800	490515152	LED LIGHTS	\$363.66
<b>RAY-LITE INDUSTRIES, INC.</b>						<b>Total Check Amount: \$363.66</b>
V31133	READWRITE EDUCATIONAL, INC.	01/18/2019	3444	110404214	MATH/READING CLASSES	\$153.00
<b>READWRITE EDUCATIONAL, INC.</b>						<b>Total Check Amount: \$153.00</b>
V31134	KEVIN REBHAN	01/18/2019	27350	110404215	BECKMAN ADMIN DEC18	\$306.00
		01/18/2019	27350	110404215	BECKMAN FITNESS DEC18	\$100.00
		01/18/2019	27350	110404215	PSNL TRAINR BCC DEC18	\$167.00
<b>KEVIN REBHAN</b>						<b>Total Check Amount: \$573.00</b>
V31135	BRANDICE ROGERS	01/18/2019	26780	110404215	CIRCUIT SPORT BCC DEC	\$100.00
<b>BRANDICE ROGERS</b>						<b>Total Check Amount: \$100.00</b>
V31136	RUBILENA ROJAS	01/18/2019	27996	110404215	BECKMAN FITNESS DEC18	\$78.00
<b>RUBILENA ROJAS</b>						<b>Total Check Amount: \$78.00</b>
V31137	MICHAEL RYAN	01/18/2019	12856	460141474	DEC 2018 MILEAGE	\$66.49
<b>MICHAEL RYAN</b>						<b>Total Check Amount: \$66.49</b>
V31138	SAFETY DRIVERS ED	01/18/2019	19906	110404145	ONLINE DRIVER'S ED	\$23.40
<b>SAFETY DRIVERS ED</b>						<b>Total Check Amount: \$23.40</b>
V31139	SAGECREST PLANNING & ENVIRONMENTAL	01/18/2019	27578	110000000	SR PLANNER NOV 2018	\$3,517.50
<b>SAGECREST PLANNING &amp; ENVIRONMENTAL</b>						<b>Total Check Amount: \$3,517.50</b>
V31140	JOSHUA SAZDANOFF	01/18/2019	21272	110404215	PERSONAL TRAINER BCC	\$137.50
<b>JOSHUA SAZDANOFF</b>						<b>Total Check Amount: \$137.50</b>
V31141	SC FUELS	01/18/2019	16654	480515161	CLR DIESEL 1800 GAL	\$5,262.15
		01/18/2019	16654	480515161	REG ETH 3980 GAL	\$11,148.15
		01/18/2019	16654	480515161	REG ETH 4179.1 GAL	\$11,744.65
		01/18/2019	16654	480515161	TO CORRECT V31029	(\$11,774.65)
<b>SC FUELS</b>						<b>Total Check Amount: \$16,380.30</b>
V31142	BRANDON SCHMIDT	01/18/2019	26748	110212111	FTO TRAINING	\$40.00
<b>BRANDON SCHMIDT</b>						<b>Total Check Amount: \$40.00</b>
V31143	LAURENE SCHULZE	01/18/2019	18034	110404215	YOGA BCC DEC18	\$23.00
<b>LAURENE SCHULZE</b>						<b>Total Check Amount: \$23.00</b>
V31144	SIERRA-CEDAR, INC	01/18/2019	23086	950000000	ILJAOC CONSULT DEC18	\$1,275.00
<b>SIERRA-CEDAR, INC</b>						<b>Total Check Amount: \$1,275.00</b>
V31145	ISMAEL O SILVA	01/18/2019	24370	110404215	ZUMBA BCC DEC18	\$270.00
<b>ISMAEL O SILVA</b>						<b>Total Check Amount: \$270.00</b>
V31146	SITMATIC	01/18/2019	24416	110141481	BETAMED HI BACK CHAIR	\$429.93
<b>SITMATIC</b>						<b>Total Check Amount: \$429.93</b>
V31147	SNAP-ON INDUSTRIAL	01/18/2019	17125	480515161	PROGRAM CAT ENGINE	\$888.91
		01/18/2019	17125	480515161	RECHARGEABLE BATTERIES	\$120.42
<b>SNAP-ON INDUSTRIAL</b>						<b>Total Check Amount: \$1,009.33</b>



## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31148	SO CALIFORNIA ACADEMY OF MUSIC	01/18/2019	19969	110404214	PIANO LESSONS DEC18	\$463.50
<b>SO CALIFORNIA ACADEMY OF MUSIC</b>					<b>Total Check Amount:</b>	<b>\$463.50</b>
V31149	SOUTH COAST EMERGENCY VEHICLE SVC	01/18/2019	18619	480515161	BLOCK HEATER KIT	\$223.69
		01/18/2019	18619	480515161	FD TILLER LADDER ADJ	\$440.00
<b>SOUTH COAST EMERGENCY VEHICLE SVC</b>					<b>Total Check Amount:</b>	<b>\$663.69</b>
V31150	SOUTHWEST MATERIAL HANDLING, INC.	01/18/2019	21032	480515161	SWTCH ASSY/VINYL SEAT	\$334.31
<b>SOUTHWEST MATERIAL HANDLING, INC.</b>					<b>Total Check Amount:</b>	<b>\$334.31</b>
V31151	SPECTRUM GAS PRODUCTS, INC.	01/18/2019	16060	174222222	OXYGEN	\$91.00
<b>SPECTRUM GAS PRODUCTS, INC.</b>					<b>Total Check Amount:</b>	<b>\$91.00</b>
V31152	STAPLES TECHNOLOGY SOLUTIONS	01/18/2019	22888	110323212	HP TONER	\$101.92
<b>STAPLES TECHNOLOGY SOLUTIONS</b>					<b>Total Check Amount:</b>	<b>\$101.92</b>
V31153	SUPERIOR ALARM SYSTEMS	01/18/2019	11074	110404211	BCC ALARM PROGRAMMING	\$45.00
<b>SUPERIOR ALARM SYSTEMS</b>					<b>Total Check Amount:</b>	<b>\$45.00</b>
V31154	TENNIS ANYONE ACADEMY	01/18/2019	12688	110404145	TENNIS CLASSES	\$584.00
<b>TENNIS ANYONE ACADEMY</b>					<b>Total Check Amount:</b>	<b>\$584.00</b>
V31155	THYSSENKRUPP ELEVATOR	01/18/2019	10308	490515151	ELEVATOR SVC @ CCC	\$712.56
<b>THYSSENKRUPP ELEVATOR</b>					<b>Total Check Amount:</b>	<b>\$712.56</b>
V31156	TOMARK SPORTS	01/18/2019	6098	110404223	IN-GROUND HOME PLATE	\$80.00
<b>TOMARK SPORTS</b>					<b>Total Check Amount:</b>	<b>\$80.00</b>
V31157	TRANS UNION LLC	01/18/2019	8371	110141481	HR SVCS 10/26-11/25	\$82.59
<b>TRANS UNION LLC</b>					<b>Total Check Amount:</b>	<b>\$82.59</b>
V31158	TROPICAL PLAZA NURSERY, INC	01/18/2019	2062	346515112	TREE BRANCH REMOVAL	\$200.00
<b>TROPICAL PLAZA NURSERY, INC</b>					<b>Total Check Amount:</b>	<b>\$200.00</b>
V31159	LETICIA TRUJILLO	01/18/2019	22054	110404215	SILVER SNKRS BCC DEC	\$48.00
		01/18/2019	22054	110404521	ZUMBA GOLD JUL-DEC18	\$480.00
<b>LETICIA TRUJILLO</b>					<b>Total Check Amount:</b>	<b>\$528.00</b>
V31160	TURBO DATA SYSTEMS, INC.	01/18/2019	1472	110212122	CITATION PROC DEC18	\$1,558.30
		01/18/2019	1472	110212132	HH LEASE TPM DEC 2018	\$258.60
<b>TURBO DATA SYSTEMS, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,816.90</b>
V31161	EDEN TURNER	01/18/2019	21951	110404215	BODY PUMP BCC DEC18	\$192.00
<b>EDEN TURNER</b>					<b>Total Check Amount:</b>	<b>\$192.00</b>
V31162	UNIQUE PAVING MATERIALS CORP	01/18/2019	3354	110515121	POT HOLE MATERIALS	\$2,577.46
<b>UNIQUE PAVING MATERIALS CORP</b>					<b>Total Check Amount:</b>	<b>\$2,577.46</b>
V31163	UNITED ROTARY BRUSH CORPORATION	01/18/2019	16649	480515161	SWEEPER BROOMS (3)	\$353.54
<b>UNITED ROTARY BRUSH CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$353.54</b>
V31164	US BANK XX0338 CITY MGR	01/18/2019	24704	110111111	CAL CARDS MS 122418	\$792.54
		01/18/2019	24704	110111143	CAL CARDS MS 122418	\$1,078.60
		01/18/2019	24704	480515161	CAL CARDS MS 122418	\$96.63
<b>US BANK XX0338 CITY MGR</b>					<b>Total Check Amount:</b>	<b>\$1,967.77</b>



## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31165	US BANK XX0312 HR	01/18/2019	24776	110141481	CAL CARDS HR 122418	\$4,965.18
		01/18/2019	24776	470141483	CAL CARDS HR 122418	\$579.00
<b>US BANK XX0312 HR</b>						<b>Total Check Amount: \$5,544.18</b>
V31168	US BANK XX0593 COMM SVC	01/18/2019	24777	110	CALCARD-JM-122418	\$55.00
		01/18/2019	24777	110	CALCARDS-CS STX	(\$132.41)
		01/18/2019	24777	110141481	CALCARD-MM-122418	\$34.20
		01/18/2019	24777	110404154	CALCARD-NA-122418	\$18.30
		01/18/2019	24777	110404211	CALCARD-TN-122418	\$43.32
		01/18/2019	24777	110404213	CALCARD-TN-122418	\$39.63
		01/18/2019	24777	110404215	CALCARD-AC-122418	\$1,434.95
		01/18/2019	24777	110404215	CALCARD-CC-122418	\$455.00
		01/18/2019	24777	110404215	CALCARD-DA-122418	\$2,473.59
		01/18/2019	24777	110404215	CALCARD-JS-122418	\$521.45
		01/18/2019	24777	110404217	CALCARD-VU-122418	\$148.97
		01/18/2019	24777	110404223	CALCARD-BH-122418	\$799.94
		01/18/2019	24777	110404223	CALCARD-GA-122418	\$21.49
		01/18/2019	24777	110404224	CALCARD-SS-122418	\$75.41
		01/18/2019	24777	110404311	CALCARD-CH-122418	\$77.93
		01/18/2019	24777	110404311	CALCARD-JM-122418	\$124.17
		01/18/2019	24777	110404311	CALCARD-RF-122418	\$286.06
		01/18/2019	24777	110404420	CALCARD-AC-122418	\$99.00
		01/18/2019	24777	110404420	CALCARD-KS-122418	\$223.57
		01/18/2019	24777	110404420	CALCARD-TN-122418	\$143.72
		01/18/2019	24777	110404420	CALCARD-VU-122418	\$383.09
		01/18/2019	24777	110404425	CALCARD-MM-122418	\$28.00
		01/18/2019	24777	110404425	CALCARD-SS-122418	\$272.25
		01/18/2019	24777	110404429	CALCARD-VU-122418	\$458.71
		01/18/2019	24777	110404521	CALCARD-FL-122418	\$1,029.48
		01/18/2019	24777	110404521	CALCARD-NG-122418	\$436.23
		01/18/2019	24777	110404521	CALCARD-SK-122418	\$953.26
		01/18/2019	24777	110404521	CALCARD-TT-122418	\$3,939.05
		01/18/2019	24777	110404523	CALCARD-CP-122418	\$157.71
		01/18/2019	24777	110404523	CALCARD-LT-122418	\$12.00
		01/18/2019	24777	110404525	CALCARD-TT-122418	\$26.91
		01/18/2019	24777	110404541	CALCARD-AF-122418	\$212.00
		01/18/2019	24777	110404541	CALCARD-HB-122418	\$385.05
		01/18/2019	24777	110404542	CALCARD-EF-122418	\$682.95
		01/18/2019	24777	110404542	CALCARD-HG-122418	\$99.82

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31168	US BANK XX0593 COMM SVC	01/18/2019	24777	110404542	CALCARD-KK-122418	\$2,301.85
		01/18/2019	24777	110404542	CALCARD-NY-122418	\$343.70
<b>US BANK XX0593 COMM SVC</b>					<b>Total Check Amount:</b>	<b>\$18,665.35</b>
V31169	US BANK XX0502 COMM & MKTG	01/18/2019	24778	110111143	CAL CARDS COMM 122418	\$67.64
		01/18/2019	24778	110111151	CAL CARDS COMM 122418	\$54.38
		01/18/2019	24778	110111152	CAL CARDS COMM 122418	\$618.12
		01/18/2019	24778	110323214	CAL CARDS COMM 122418	\$20.00
		01/18/2019	24778	510707929	CAL CARDS COMM 122418	\$79.71
<b>US BANK XX0502 COMM &amp; MKTG</b>					<b>Total Check Amount:</b>	<b>\$839.85</b>
V31170	US BANK XX0353 COMM DEV	01/18/2019	24779	110	CALCARD-CD STX	(\$2.40)
		01/18/2019	24779	110111143	CALCRDS CD/PLN 122418	\$42.09
		01/18/2019	24779	110323212	CALCRDS CD/PLN 122418	\$839.28
		01/18/2019	24779	110323231	CALCRDS CD/PLN 122418	\$1,715.00
		01/18/2019	24779	110323241	CALCRDS CD/PLN 122418	\$1,805.74
		01/18/2019	24779	110323242	CALCRDS CD/PLN 122418	\$52.14
		01/18/2019	24779	110323243	CALCRDS CD/PLN 122418	\$24.76
<b>US BANK XX0353 COMM DEV</b>					<b>Total Check Amount:</b>	<b>\$4,476.61</b>
V31171	US BANK XX0270 ADMIN SVCS	01/18/2019	24781	110	CAL CARDS FIN 122418	\$179.79
		01/18/2019	24781	110111161	CAL CARDS CC 122418	\$3,045.84
		01/18/2019	24781	110141411	CAL CARDS FIN 122418	\$59.65
		01/18/2019	24781	110141431	CAL CARDS FIN 122418	\$26.48
		01/18/2019	24781	110141481	CAL CARDS FIN 122418	\$55.63
		01/18/2019	24781	110323241	CAL CARDS FIN 122418	\$25.00
		01/18/2019	24781	110515125	CAL CARDS FIN 122418	\$1,398.75
		01/18/2019	24781	490515151	CAL CARDS FIN 122418	\$4,923.69
<b>US BANK XX0270 ADMIN SVCS</b>					<b>Total Check Amount:</b>	<b>\$9,714.83</b>
V31172	US BANK XX0650 FIRE	01/18/2019	24782	110	CALCARD-FD STX	(\$109.96)
		01/18/2019	24782	110222211	CALCARDS FIRE 122418	\$1,167.48
		01/18/2019	24782	110222213	CALCARDS FIRE 122418	\$362.80
		01/18/2019	24782	110222221	CALCARDS FIRE 122418	\$986.65
		01/18/2019	24782	110222223	CALCARDS FIRE 122418	\$343.82
		01/18/2019	24782	110222224	CALCARDS FIRE 122418	\$1,414.26
		01/18/2019	24782	110222231	CALCARDS FIRE 122418	\$1,097.53
		01/18/2019	24782	174	CALCARD-FD STX	(\$9.20)
		01/18/2019	24782	174222222	CALCARDS FIRE 122418	\$153.89
		01/18/2019	24782	480515161	CALCARDS FIRE 122418	\$111.31
<b>US BANK XX0650 FIRE</b>					<b>Total Check Amount:</b>	<b>\$5,518.58</b>
V31173	US BANK XX0346 IT	01/18/2019	24783	110	CAL CARDS IT 122418	\$153.94

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31173	US BANK XX0346 IT	01/18/2019	24783	110404213	CAL CARDS IT 122418	\$37.83
		01/18/2019	24783	110515125	CAL CARDS IT 122418	\$94.38
		01/18/2019	24783	280323215	CAL CARDS IT 122418	\$9.95
		01/18/2019	24783	460141474	CAL CARDS IT 122418	\$1,793.71
		01/18/2019	24783	475	CALCARD-IT STX	(\$29.44)
		01/18/2019	24783	475141471	CAL CARDS IT 122418	\$461.21
US BANK XX0346 IT					Total Check Amount:	\$2,521.58
V31175	US BANK XX0221 PW	01/18/2019	24784	110	CALCARD-PW STX	(\$1.12)
		01/18/2019	24784	110	PW CALCARDS 122418	\$8.97
		01/18/2019	24784	110515111	PW CALCARDS 122418	\$31.75
		01/18/2019	24784	110515121	PW CALCARDS 122418	\$41.91
		01/18/2019	24784	110515125	PW CALCARDS 122418	\$366.51
		01/18/2019	24784	110515141	PW CALCARDS 122418	\$524.27
		01/18/2019	24784	110515142	PW CALCARDS 122418	\$43.08
		01/18/2019	24784	110515143	PW CALCARDS 122418	\$182.50
		01/18/2019	24784	110515144	PW CALCARDS 122418	\$46.18
		01/18/2019	24784	110515148	PW CALCARDS 122418	\$1,082.40
		01/18/2019	24784	343515112	PW CALCARDS 122418	\$224.03
		01/18/2019	24784	360515145	PW CALCARDS 122418	\$140.11
		01/18/2019	24784	420515131	PW CALCARDS 122418	\$2,966.87
		01/18/2019	24784	430515123	PW CALCARDS 122418	\$245.83
		01/18/2019	24784	480515161	PW CALCARDS 122418	\$2,670.13
		01/18/2019	24784	490515151	PW CALCARDS 122418	\$1,227.08
		01/18/2019	24784	490515152	PW CALCARDS 122418	\$624.94
US BANK XX0221 PW					Total Check Amount:	\$10,425.44
V31176	US BANK XX0544 POLICE	01/18/2019	24785	110	CALCARD-PD RTN	(\$13.69)
		01/18/2019	24785	110	CALCARD-PD STX	(\$5.81)
		01/18/2019	24785	110212111	CAL CARDS PD 122418	\$2,543.59
		01/18/2019	24785	110212121	CAL CARDS PD 122418	\$693.61
		01/18/2019	24785	110212131	CAL CARDS PD 122418	\$533.11
		01/18/2019	24785	110212133	CAL CARDS PD 122418	\$68.21
		01/18/2019	24785	110212134	CAL CARDS PD 122418	\$597.77
		01/18/2019	24785	480515161	CAL CARDS PD 122418	\$1,356.94
US BANK XX0544 POLICE					Total Check Amount:	\$5,773.73
V31177	US BANK XX3401 PW- ADMIN	01/18/2019	24786	110	CALCARD-PW STX	(\$1.70)
		01/18/2019	24786	110	CALCARDS-RTN PW	(\$300.00)
		01/18/2019	24786	110515111	CALCARDS PWADM 122418	\$88.48
		01/18/2019	24786	110515171	CALCARDS PWADM 122418	\$415.83

## City Check Register for: Jan 18, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31177	US BANK XX3401 PW- ADMIN	01/18/2019	24786	410515132	CALCARDS PWADM 122418	\$276.00
<b>US BANK XX3401 PW- ADMIN</b>					<b>Total Check Amount:</b>	<b>\$478.61</b>
V31178	VALVERDE CONSTRUCTION, INC.	01/18/2019	14201	510707617	SEWER REPAIRS DEC18	\$27,142.44
<b>VALVERDE CONSTRUCTION, INC.</b>					<b>Total Check Amount:</b>	<b>\$27,142.44</b>
V31179	VENDINI	01/18/2019	24179	110404542	TICKET FEES DEC 2018	\$1,432.76
<b>VENDINI</b>					<b>Total Check Amount:</b>	<b>\$1,432.76</b>
V31180	JUANA VENTURA	01/18/2019	17752	110404215	CYCLE BCC DEC18	\$100.00
		01/18/2019	17752	110404215	CYCLE BECKMAN DEC18	\$52.00
<b>JUANA VENTURA</b>					<b>Total Check Amount:</b>	<b>\$152.00</b>
V31181	VIRTUAL PROJECT MANAGER	01/18/2019	23508	510707318	CIP SW BACKUP/ST DEC	\$150.00
		01/18/2019	23508	510707936	CIP SW BACKUP/ST DEC	\$200.00
		01/18/2019	23508	510707941	CIP SW BACKUP/ST DEC	\$150.00
<b>VIRTUAL PROJECT MANAGER</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
V31182	VISTA PAINT CORPORATION	01/18/2019	4573	490515151	PAINT PROJ @ THEATRE	\$152.82
<b>VISTA PAINT CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$152.82</b>
V31183	LINDA WATSON	01/18/2019	11871	110404215	YOGA BCC DEC18	\$240.00
<b>LINDA WATSON</b>					<b>Total Check Amount:</b>	<b>\$240.00</b>
V31184	KAREN WELCH	01/18/2019	27434	110404215	PILATES BCC DEC18	\$90.00
<b>KAREN WELCH</b>					<b>Total Check Amount:</b>	<b>\$90.00</b>
V31185	WILLDAN ENGINEERING	01/18/2019	12445	510707318	LMBRT/KRMR REHAB 3/30	\$2,465.50
<b>WILLDAN ENGINEERING</b>					<b>Total Check Amount:</b>	<b>\$2,465.50</b>
V31186	SARA WOODWARD	01/18/2019	26083	110212122	DEC 2018 MILEAGE	\$89.43
<b>SARA WOODWARD</b>					<b>Total Check Amount:</b>	<b>\$89.43</b>
V31187	EMELI YACELGA	01/18/2019	28115	110404215	ZUMBA BCC DEC18	\$75.00
<b>EMELI YACELGA</b>					<b>Total Check Amount:</b>	<b>\$75.00</b>
V31188	ELEANOR YBARRA	01/18/2019	27904	110404215	CLASS INSTR BCC DEC18	\$250.00
<b>ELEANOR YBARRA</b>					<b>Total Check Amount:</b>	<b>\$250.00</b>
V31189	ZUMAR INDUSTRIES, INC.	01/18/2019	3802	510707703	36 CENTEX TRACT SIGNS	\$2,598.94
		01/18/2019	3802	510707703	49 OLINDA RANCH SIGNS	\$3,537.44
		01/18/2019	3802	510707703	STREET NAME SIGNS	\$150.85
<b>ZUMAR INDUSTRIES, INC.</b>					<b>Total Check Amount:</b>	<b>\$6,287.23</b>
<b>Voucher Subtotal</b>						<b>\$456,829.35</b>

**TOTAL \$760,699.01**

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179791	AMERICAN ELITE MOLDING LLC	01/25/2019	27462	420000000	CLOSED WATER ACCOUNT	\$107.42
AMERICAN ELITE MOLDING LLC					Total Check Amount:	\$107.42
179792	ARTISTRYFOTO	01/25/2019	26409	110404421	PHOTOS @TREE LIGHTING	\$337.00
ARTISTRYFOTO					Total Check Amount:	\$337.00
179793	BRYAN AND/OR MICHELLE TSAI AUN	01/25/2019	24692	420000000	CLOSED WATER ACCOUNT	\$96.96
BRYAN AND/OR MICHELLE TSAI AUN					Total Check Amount:	\$96.96
179794	BROADCAST MUSIC INC	01/25/2019	23752	110404311	MUSIC ROYALTIES 2019	\$358.00
BROADCAST MUSIC INC					Total Check Amount:	\$358.00
179795	CHAD BUONAURO	01/25/2019	26526	420000000	CLOSED WATER ACCOUNT	\$94.83
CHAD BUONAURO					Total Check Amount:	\$94.83
179796	BERNICE BURNKEY	01/25/2019	28216	110000000	CITATION REFUND	\$281.00
BERNICE BURNKEY					Total Check Amount:	\$281.00
179797	CALIF BUILDING STANDARDS COMMISSION	01/25/2019	20578	110	GRNBLDG FEES 18/19 Q2	\$498.00
		01/25/2019	20578	110000000	10% DISC 18/19 Q2 GBF	(\$49.80)
CALIF BUILDING STANDARDS COMMISSION					Total Check Amount:	\$448.20
179798	CALIFORNIA NEWSPAPER PARTNERSHIP	01/25/2019	26287	110404421	NUTCRACKER ADVERTSMNT	\$1,153.44
CALIFORNIA NEWSPAPER PARTNERSHIP					Total Check Amount:	\$1,153.44
179799	CALPROMAX ENGINEERING, INC.	01/25/2019	27987	510707212	INT SIGN UPGRDS (27)	\$87,143.50
CALPROMAX ENGINEERING, INC.					Total Check Amount:	\$87,143.50
179800	CHEVRON	01/25/2019	17466	420000000	CLOSED WATER ACCOUNT	\$819.59
CHEVRON					Total Check Amount:	\$819.59
179801	COUNTY OF ORANGE	01/25/2019	4799	110212122	PRKNG CITATIONS DEC18	\$8,659.00
COUNTY OF ORANGE					Total Check Amount:	\$8,659.00
179802	COUNTY OF ORANGE	01/25/2019	4799	110212122	OCATS/CLTS/SWTCHR DEC	\$653.00
COUNTY OF ORANGE					Total Check Amount:	\$653.00
179803	DEPARTMENT OF CONSERVATION	01/25/2019	2278	110	STRONG MOTION 1819 Q2	\$1,405.90
		01/25/2019	2278	110000000	5% 18/19 2ND QTR FEES	(\$70.30)
DEPARTMENT OF CONSERVATION					Total Check Amount:	\$1,335.60
179804	DEPARTMENT OF JUSTICE	01/25/2019	13406	110141481	FINGERPRNT APPS DEC18	\$343.00
DEPARTMENT OF JUSTICE					Total Check Amount:	\$343.00
179805	DJS PLUS	01/25/2019	8022	110404217	SNEAK PREVIEW 1/11/19	\$400.00
DJS PLUS					Total Check Amount:	\$400.00
179806	DWELL MAGAZINE	01/25/2019	19273	110323212	JUL19-JUN21 SUBSCRPTN	\$30.00
DWELL MAGAZINE					Total Check Amount:	\$30.00
179807	JOHN M. AND CYNTHIA A. FERMO	01/25/2019	28215	420515131	CDWC COMMON STOCK	\$15,250.00
JOHN M. AND CYNTHIA A. FERMO					Total Check Amount:	\$15,250.00
179808	FRANCHISE TAX BOARD	01/25/2019	13287	110	CD912245780 011819 PR	\$208.71
FRANCHISE TAX BOARD					Total Check Amount:	\$208.71
179809	FRONTIER COMMUNICATIONS	01/25/2019	26183	420515131	562 1821083 1/7-2/6	\$71.39

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>FRONTIER COMMUNICATIONS</b>					<b>Total Check Amount:</b>	<b>\$71.39</b>
179810	GAIL MATERIALS	01/25/2019	20339	110515144	INFIELD MIX	\$307.09
<b>GAIL MATERIALS</b>					<b>Total Check Amount:</b>	<b>\$307.09</b>
179811	THE GAS COMPANY	01/25/2019	3749	420515131	GAS DEC/JAN19	\$15.52
		01/25/2019	3749	490515151	GAS DEC/JAN19	\$5,135.84
<b>THE GAS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$5,151.36</b>
179812	HELMETMAGS.COM	01/25/2019	27184	110	SALES TAX:FDNY DECALS	(\$2.33)
		01/25/2019	27184	110222221	FDNY DECALS W/ FLAGS	\$32.33
<b>HELMETMAGS.COM</b>					<b>Total Check Amount:</b>	<b>\$30.00</b>
179813	CHEROKEE AND/OR ANTONIA HOTARD	01/25/2019	20318	420000000	CLOSED WATER ACCOUNT	\$80.00
<b>CHEROKEE AND/OR ANTONIA HOTARD</b>					<b>Total Check Amount:</b>	<b>\$80.00</b>
179814	JART DIRECT MAIL SERVICES	01/25/2019	8634	110404542	9-5 POSTCARD MAILING	\$908.14
		01/25/2019	8634	110404542	POSTAL PERMIT FEE	\$225.00
<b>JART DIRECT MAIL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$1,133.14</b>
179815	LEXIPOL	01/25/2019	16773	110212111	18/19 POLICY MNL SUBS	\$5,000.00
<b>LEXIPOL</b>					<b>Total Check Amount:</b>	<b>\$5,000.00</b>
179816	LIFE-ASSIST, INC.	01/25/2019	10530	174222222	PM MEDS FIRE STN #2	\$596.72
		01/25/2019	10530	174222222	RESPIRATOR MASK FS2	\$94.71
<b>LIFE-ASSIST, INC.</b>					<b>Total Check Amount:</b>	<b>\$691.43</b>
179817	GARY T. & BARBARA E. MANNING	01/25/2019	28214	420515131	CDWC COMMON STOCK	\$15,250.00
<b>GARY T. &amp; BARBARA E. MANNING</b>					<b>Total Check Amount:</b>	<b>\$15,250.00</b>
179818	MAUREEN KANE & ASSOCIATES, INC.	01/25/2019	23764	110111161	TECHNICAL TRNG-CLERKS	\$1,550.00
<b>MAUREEN KANE &amp; ASSOCIATES, INC.</b>					<b>Total Check Amount:</b>	<b>\$1,550.00</b>
179819	MEDPOST URGENT CARE - BREA	01/25/2019	27547	110141481	MED SVCS DEC 18	\$30.00
<b>MEDPOST URGENT CARE - BREA</b>					<b>Total Check Amount:</b>	<b>\$30.00</b>
179820	ANN MORELAND	01/25/2019	28213	420515131	CDWC COMMON STOCK	\$15,250.00
<b>ANN MORELAND</b>					<b>Total Check Amount:</b>	<b>\$15,250.00</b>
179821	NATIONAL TESTING NETWORK, INC	01/25/2019	25909	110141481	ANNUAL NTN MEMBERSHIP	\$425.00
<b>NATIONAL TESTING NETWORK, INC</b>					<b>Total Check Amount:</b>	<b>\$425.00</b>
179822	OFFICE DEPOT, INC	01/25/2019	4743	110141481	TONERS (2)	\$285.21
		01/25/2019	4743	110212111	OFFICE SUPPLIES	\$17.23
		01/25/2019	4743	110212121	OFFICE SUPPLIES	\$64.04
		01/25/2019	4743	110212131	JANITORIAL SUPPLIES	\$42.72
		01/25/2019	4743	110222211	OFFICE SUPPLIES	\$115.88
		01/25/2019	4743	110404311	OFFICE SUPPLIES	\$13.94
		01/25/2019	4743	110404521	OFFICE SUPPLIES	\$82.06
<b>OFFICE DEPOT, INC</b>					<b>Total Check Amount:</b>	<b>\$621.08</b>
179823	PETTY CASH CUSTODIAN	01/25/2019	15768	110	PETTY CASH REPL 1/9	\$144.80
<b>PETTY CASH CUSTODIAN</b>					<b>Total Check Amount:</b>	<b>\$144.80</b>

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179824	JACQUELINE PIZZINO	01/25/2019	28217	110000000	CITATION REFUND	\$281.00
<b>JACQUELINE PIZZINO</b>					<b>Total Check Amount:</b>	<b>\$281.00</b>
179825	PLUMBING WHOLESALE OUTLET, INC.	01/25/2019	18392	110515141	DRAIN CLEANER/PLUNGER	\$54.11
		01/25/2019	18392	490515151	RR MATERIALS	\$436.90
<b>PLUMBING WHOLESALE OUTLET, INC.</b>					<b>Total Check Amount:</b>	<b>\$491.01</b>
179826	NORMA SHECHTMAN	01/25/2019	14166	110404215	CYCLING WORKSHOP	\$135.00
<b>NORMA SHECHTMAN</b>					<b>Total Check Amount:</b>	<b>\$135.00</b>
179827	SPARKLETTS	01/25/2019	3001	110141441	5G WATER BOTTLS OCT18	\$504.40
		01/25/2019	3001	110141441	WTR DISP RENTAL OCT18	\$94.64
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$599.04</b>
179828	SPARKLETTS	01/25/2019	3001	490515151	CCC FOUNTAIN WTR 0104	\$23.64
<b>SPARKLETTS</b>					<b>Total Check Amount:</b>	<b>\$23.64</b>
179829	TREECO ARBORIST, INC.	01/25/2019	3838	110515141	COMPOST	\$746.93
<b>TREECO ARBORIST, INC.</b>					<b>Total Check Amount:</b>	<b>\$746.93</b>
179830	UNIFIRST CORPORATION	01/25/2019	27988	110515121	UNIFORM SVCS DEC 2018	\$57.54
		01/25/2019	27988	110515125	UNIFORM SVCS DEC 2018	\$30.75
		01/25/2019	27988	110515141	UNIFORM SVCS DEC 2018	\$103.71
		01/25/2019	27988	110515143	UNIFORM SVCS DEC 2018	\$20.40
		01/25/2019	27988	110515144	UNIFORM SVCS DEC 2018	\$135.45
		01/25/2019	27988	420515131	UNIFORM SVCS DEC 2018	\$121.05
		01/25/2019	27988	430515123	UNIFORM SVCS DEC 2018	\$51.45
		01/25/2019	27988	440515126	UNIFORM SVCS DEC 2018	\$12.40
		01/25/2019	27988	480515161	UNIFORM SVCS DEC 2018	\$191.49
		01/25/2019	27988	490515151	UNIFORM SVCS DEC 2018	\$289.10
<b>UNIFIRST CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$1,013.34</b>
179831	UNIFIRST CORPORATION	01/25/2019	27988	110212111	UNIFORM SVC JAN 2019	\$22.68
<b>UNIFIRST CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$22.68</b>
179832	VERIZON WIRELESS	01/25/2019	21122	110212121	9821518329 12/4-1/3	\$54.09
<b>VERIZON WIRELESS</b>					<b>Total Check Amount:</b>	<b>\$54.09</b>
179833	WATERCOLOR WEST	01/25/2019	1369	110404541	2018 MULTI-DAY WRKSHP	\$635.00
		01/25/2019	1369	110404541	WW CATALOG SALES	\$1,003.80
<b>WATERCOLOR WEST</b>					<b>Total Check Amount:</b>	<b>\$1,638.80</b>
179834	DR. ROBERT L. WILKINSON	01/25/2019	19024	110141481	DOT PHYSICALS-DEC2018	\$85.00
<b>DR. ROBERT L. WILKINSON</b>					<b>Total Check Amount:</b>	<b>\$85.00</b>
179835	XEROX CORPORATION	01/25/2019	3349	110141441	ADDRESS/LBL SW DEC18	\$108.00
		01/25/2019	3349	110141441	BACK COPIER/PRNTR DEC	\$493.54
		01/25/2019	3349	110141441	HI PERF COLOR CPR DEC	\$220.27
		01/25/2019	3349	110141441	HISPEED PRNTR/CPR DEC	\$2,648.87
		01/25/2019	3349	110141441	PROD COLOR COPIER DEC	\$1,417.74



## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179835	XEROX CORPORATION	01/25/2019	3349	110141441	SOFTWARE MNT DEC18	\$116.00
<b>XEROX CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$5,004.42</b>
<b>Check Subtotal</b>						<b>\$173,549.49</b>
V31190	ADMINISTRATIVE & PROF	01/25/2019	3344	110	DED:4010 APEA MEMBR	\$516.00
<b>ADMINISTRATIVE &amp; PROF</b>					<b>Total Check Amount:</b>	<b>\$516.00</b>
V31191	THE ADVANTAGE GROUP	01/25/2019	24539	110	DED:808B FSA DEPCAR	\$2,987.60
		01/25/2019	24539	110	DED:808C FSA UR MED	\$5,261.04
<b>THE ADVANTAGE GROUP</b>					<b>Total Check Amount:</b>	<b>\$8,248.64</b>
V31192	ALLSTAR FIRE EQUIPMENT	01/25/2019	8353	174222222	BRUSH HELMET	\$407.64
<b>ALLSTAR FIRE EQUIPMENT</b>					<b>Total Check Amount:</b>	<b>\$407.64</b>
V31193	BEST LAWN MOWER SERVICE	01/25/2019	16230	480515161	HEDGETRIM BLDES/TOOLS	\$546.52
		01/25/2019	16230	480515161	LAWN EQUIPMENT PARTS	\$247.78
<b>BEST LAWN MOWER SERVICE</b>					<b>Total Check Amount:</b>	<b>\$794.30</b>
V31194	BPSEA MEMORIAL FOUNDATION	01/25/2019	14990	110	DED:4050 MEMORIAL	\$227.00
<b>BPSEA MEMORIAL FOUNDATION</b>					<b>Total Check Amount:</b>	<b>\$227.00</b>
V31195	BREA CITY EMPLOYEES ASSOCIATION	01/25/2019	3236	110	DED:4005 BCEA MEMBR	\$570.00
<b>BREA CITY EMPLOYEES ASSOCIATION</b>					<b>Total Check Amount:</b>	<b>\$570.00</b>
V31196	BREA FIREFIGHTERS ASSOCIATION	01/25/2019	3237	110	DED:4016 ASSOC MEMB	\$2,453.00
<b>BREA FIREFIGHTERS ASSOCIATION</b>					<b>Total Check Amount:</b>	<b>\$2,453.00</b>
V31197	BREA POLICE ASSOCIATION	01/25/2019	3769	110	DED:4030 BPA REG	\$3,400.00
<b>BREA POLICE ASSOCIATION</b>					<b>Total Check Amount:</b>	<b>\$3,400.00</b>
V31198	BREA POLICE ATHLETIC LEAGUE	01/25/2019	1068	110	DED:5010 B.P.A.L.	\$110.00
<b>BREA POLICE ATHLETIC LEAGUE</b>					<b>Total Check Amount:</b>	<b>\$110.00</b>
V31199	BREA POLICE MANAGEMENT ASSOCIATION	01/25/2019	21189	110	DED:4019 LDF MEMBRS	\$13.00
		01/25/2019	21189	110	DED:4020 PMA MEMBRS	\$227.50
<b>BREA POLICE MANAGEMENT ASSOCIATION</b>					<b>Total Check Amount:</b>	<b>\$240.50</b>
V31200	OMAR BRIOSO	01/25/2019	15737	110212111	TRAINING EXPENSES	\$16.00
<b>OMAR BRIOSO</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31201	BROWNSTEIN HYATT FARBER SCHRECK LLP	01/25/2019	26566	420141421	PROF SVCS NOV 2018	\$394.63
<b>BROWNSTEIN HYATT FARBER SCHRECK LLP</b>					<b>Total Check Amount:</b>	<b>\$394.63</b>
V31202	BRUCE CAMPBELL SAND AND GRAVEL	01/25/2019	21898	360515145	SEED TOP DRESSING	\$765.03
<b>BRUCE CAMPBELL SAND AND GRAVEL</b>					<b>Total Check Amount:</b>	<b>\$765.03</b>
V31203	CANNINGS ACE HARDWARE	01/25/2019	15828	480515161	MECHANICS DRILL SET#1	\$216.49
		01/25/2019	15828	480515161	MECHANICS DRILL SET#2	\$216.49
<b>CANNINGS ACE HARDWARE</b>					<b>Total Check Amount:</b>	<b>\$432.98</b>
V31204	CARRIER CORPORATION	01/25/2019	20023	490515151	CHILLER MNT JAN-MAR19	\$2,693.25
<b>CARRIER CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$2,693.25</b>
V31205	CLIMATEC LLC	01/25/2019	23618	490515151	HVAC/VAV SVC @ CCC	\$1,300.00



## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>CLIMATEC LLC</b>					<b>Total Check Amount:</b>	<b>\$1,300.00</b>
V31206	MACY CONDI	01/25/2019	27495	110212111	FLD SOBRIETYTEST TRNG	\$24.00
<b>MACY CONDI</b>					<b>Total Check Amount:</b>	<b>\$24.00</b>
V31207	DANIELS TIRE SERVICE	01/25/2019	3133	480515161	TIRES	\$372.99
<b>DANIELS TIRE SERVICE</b>					<b>Total Check Amount:</b>	<b>\$372.99</b>
V31208	DE LAGE LANDEN FINANCIAL SERVICES	01/25/2019	23311	110141441	FS3 COPY MACH LSE JAN	\$161.20
<b>DE LAGE LANDEN FINANCIAL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$161.20</b>
V31209	DF POLYGRAPH	01/25/2019	22010	110141481	POLYGRAPH EXAM	\$350.00
<b>DF POLYGRAPH</b>					<b>Total Check Amount:</b>	<b>\$350.00</b>
V31210	ECONOLITE SYSTEMS, INC.	01/25/2019	27147	110515121	EMERG SGNAL MNT DEC18	\$4,121.74
		01/25/2019	27147	110515121	MO. SIGNAL MNT DEC18	\$2,925.94
		01/25/2019	27147	110515121	TO RECLASS INV #23230	(\$2,981.21)
		01/25/2019	27147	110515121	TO RECLASS INV #23699	(\$880.50)
		01/25/2019	27147	110515121	TO RECLASS INV #24042	(\$2,321.87)
		01/25/2019	27147	110515121	TO RECLASS INV #26314	(\$3,979.91)
		01/25/2019	27147	510707212	EMERG SIGN REPL DEC18	\$2,122.33
		01/25/2019	27147	510707212	INTERSECTION SIGN REPL	\$10,163.49
<b>ECONOLITE SYSTEMS, INC.</b>					<b>Total Check Amount:</b>	<b>\$9,170.01</b>
V31211	ECS IMAGING INC	01/25/2019	21988	475141471	LASERFICHE SUPPORT	\$14,090.00
<b>ECS IMAGING INC</b>					<b>Total Check Amount:</b>	<b>\$14,090.00</b>
V31212	ENTERPRISE FM TRUST	01/25/2019	15895	110212121	CH TAHOE LEASE JAN19	\$697.97
<b>ENTERPRISE FM TRUST</b>					<b>Total Check Amount:</b>	<b>\$697.97</b>
V31213	EQUIPMENT DIRECT INC	01/25/2019	4522	110515141	SAFETY GEAR	\$280.10
		01/25/2019	4522	110515144	SAFETY GEAR	\$121.47
		01/25/2019	4522	360515145	SAFETY GEAR	\$60.86
<b>EQUIPMENT DIRECT INC</b>					<b>Total Check Amount:</b>	<b>\$462.43</b>
V31214	FLEMING ENVIRONMENTAL, INC.	01/25/2019	18487	480515161	AST VAPOR TESTNG@YARD	\$775.00
<b>FLEMING ENVIRONMENTAL, INC.</b>					<b>Total Check Amount:</b>	<b>\$775.00</b>
V31215	FUSCOE ENGINEERING, INC.	01/25/2019	18052	410515132	NPDES TECH SUPP NOV18	\$251.50
<b>FUSCOE ENGINEERING, INC.</b>					<b>Total Check Amount:</b>	<b>\$251.50</b>
V31216	JESSE GARDUNA	01/25/2019	16006	110212111	TRAINING EXPENSES	\$16.00
<b>JESSE GARDUNA</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31217	GEORGE HILLS COMPANY	01/25/2019	27340	470141483	CLAIMS MGMT FEE JAN19	\$515.00
		01/25/2019	27340	470141483	ISO INQUIRY FEE 11/18	\$20.00
<b>GEORGE HILLS COMPANY</b>					<b>Total Check Amount:</b>	<b>\$535.00</b>
V31218	GEOFFREY GOBLE	01/25/2019	27565	110212111	FLD SOBRIETYTEST TRNG	\$24.00
<b>GEOFFREY GOBLE</b>					<b>Total Check Amount:</b>	<b>\$24.00</b>
V31219	DON GOLDEN	01/25/2019	10729	110000000	INSP SVCS 1/4-1/16/19	\$8,430.26
		01/25/2019	10729	110323242	INSP SVCS 1/4-1/16/19	\$353.27

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
<b>DON GOLDEN</b>						<b>Total Check Amount: \$8,783.53</b>
V31220	CHRISTOPHER HARVEY	01/25/2019	10364	110212111	TRAINING EXPENSES	\$16.00
<b>CHRISTOPHER HARVEY</b>						<b>Total Check Amount: \$16.00</b>
V31221	IDEAL STRIPING	01/25/2019	18839	110515127	TAMARACK P/L STRIPING	\$1,956.00
<b>IDEAL STRIPING</b>						<b>Total Check Amount: \$1,956.00</b>
V31222	IMPERIAL SPRINKLER SUPPLY	01/25/2019	24260	110515141	IRRIG PARTS/INSTALL	\$12,216.83
		01/25/2019	24260	110515141	IRRIGATION PARTS	\$220.67
		01/25/2019	24260	110515141	MAXICOM IRRIG PARTS	\$1,656.66
		01/25/2019	24260	110515144	IRRIGATION PARTS	\$107.25
<b>IMPERIAL SPRINKLER SUPPLY</b>						<b>Total Check Amount: \$14,201.41</b>
V31223	INFANTE MEDIA	01/25/2019	24628	110404542	9TO5 MUSICAL PAYOUT#2	\$6,000.00
<b>INFANTE MEDIA</b>						<b>Total Check Amount: \$6,000.00</b>
V31224	MICHAEL JAMES	01/25/2019	24674	950000000	ILJAOC MJ MLG JUL-DEC	\$342.26
<b>MICHAEL JAMES</b>						<b>Total Check Amount: \$342.26</b>
V31225	JOHNSON EQUIPMENT CO.	01/25/2019	10433	110222221	RESERVE TRUCK PARTS	\$6,095.24
<b>JOHNSON EQUIPMENT CO.</b>						<b>Total Check Amount: \$6,095.24</b>
V31226	ALFONS KUNZE	01/25/2019	17789	110212111	TRAINING EXPENSES	\$27.74
<b>ALFONS KUNZE</b>						<b>Total Check Amount: \$27.74</b>
V31227	ADAM LOESER	01/25/2019	28205	110222211	TRAINING EXPENSES	\$47.82
<b>ADAM LOESER</b>						<b>Total Check Amount: \$47.82</b>
V31228	MAYTAG SPECIALIST	01/25/2019	21269	490515151	DRYER SVC/REPAIR @FS1	\$260.00
<b>MAYTAG SPECIALIST</b>						<b>Total Check Amount: \$260.00</b>
V31229	MYERS AND SONS	01/25/2019	21624	510707702	ROAD SIGNS	\$101.99
<b>MYERS AND SONS</b>						<b>Total Check Amount: \$101.99</b>
V31230	ORANGE COUNTY SANITATION DIST.	01/25/2019	14689	110	COMRCL SWR FESS DEC18	\$8,692.07
		01/25/2019	14689	110000000	5% COLL:COMM SF DEC18	(\$434.60)
<b>ORANGE COUNTY SANITATION DIST.</b>						<b>Total Check Amount: \$8,257.47</b>
V31231	ORANGE COUNTY UNITED WAY	01/25/2019	3451	110	DED:5005 UNITED WAY	\$12.40
<b>ORANGE COUNTY UNITED WAY</b>						<b>Total Check Amount: \$12.40</b>
V31232	PARACLETE FIRE AND SAFETY, INC.	01/25/2019	17760	110222223	FIRE EXT SVC- FS#1	\$69.00
		01/25/2019	17760	110222223	FIRE EXT SVC- FS#2	\$44.73
		01/25/2019	17760	110222223	FIRE EXT SVC- FS#3	\$174.96
		01/25/2019	17760	110222223	FIRE EXT SVC- FS#4	\$53.50
		01/25/2019	17760	110515125	FIRE EXT SVC:PS1	\$333.41
<b>PARACLETE FIRE AND SAFETY, INC.</b>						<b>Total Check Amount: \$675.60</b>
V31233	PARKHOUSE TIRE, INC.	01/25/2019	22120	480515161	TRUCK TIRES	\$1,862.10
<b>PARKHOUSE TIRE, INC.</b>						<b>Total Check Amount: \$1,862.10</b>
V31234	PETROLEUM MARKETING EQUIPMENT	01/25/2019	9282	480515161	FIRE STN 2 FUEL HOSE	\$352.83
<b>PETROLEUM MARKETING EQUIPMENT</b>						<b>Total Check Amount: \$352.83</b>

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31235	RPW SERVICES, INC.	01/25/2019	3791	110515148	SPRAY WEEDS:TRACKS S3	\$2,050.00
<b>RPW SERVICES, INC.</b>					<b>Total Check Amount:</b>	<b>\$2,050.00</b>
V31236	RUSSELL SIGLER INC.	01/25/2019	21638	490515151	HVAC REPAIR @ FS2	\$374.29
<b>RUSSELL SIGLER INC.</b>					<b>Total Check Amount:</b>	<b>\$374.29</b>
V31237	TODD SCHMALTZ	01/25/2019	26048	110212111	TRAINING EXPENSES	\$16.00
<b>TODD SCHMALTZ</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31238	SITEONE LANDSCAPE SUPPLY, LLC	01/25/2019	25942	110515143	IRRIGATION PARTS	\$115.28
		01/25/2019	25942	360515145	IRRIGATION PARTS	\$346.25
<b>SITEONE LANDSCAPE SUPPLY, LLC</b>					<b>Total Check Amount:</b>	<b>\$461.53</b>
V31239	SMART & FINAL	01/25/2019	3269	110404429	CAFE MERCHANDISE	\$408.43
<b>SMART &amp; FINAL</b>					<b>Total Check Amount:</b>	<b>\$408.43</b>
V31240	STAGELIGHT FAMILY PRODUCTIONS	01/25/2019	7825	110404542	BYT SEUSSICAL 2018 #3	\$7,300.81
<b>STAGELIGHT FAMILY PRODUCTIONS</b>					<b>Total Check Amount:</b>	<b>\$7,300.81</b>
V31241	STEVEN ENTERPRISES, INC.	01/25/2019	26543	110404211	PLOTTER SUPPLIES	\$731.30
		01/25/2019	26543	181404250	HP Z6DR 44" PLOTTER	\$5,805.36
<b>STEVEN ENTERPRISES, INC.</b>					<b>Total Check Amount:</b>	<b>\$6,536.66</b>
V31242	STOTZ EQUIPMENT	01/25/2019	24388	480515161	SNDRK TIRES/DGGRBLDES	\$1,393.96
<b>STOTZ EQUIPMENT</b>					<b>Total Check Amount:</b>	<b>\$1,393.96</b>
V31243	STOVER SEED COMPANY	01/25/2019	15803	110515141	GRASS SEED	\$1,562.37
		01/25/2019	15803	110515144	GRASS SEED	\$1,562.38
<b>STOVER SEED COMPANY</b>					<b>Total Check Amount:</b>	<b>\$3,124.75</b>
V31244	SUPERCO SPECIALTY PRODUCTS	01/25/2019	16084	490515151	SPONGES/CHEMICALS	\$430.13
<b>SUPERCO SPECIALTY PRODUCTS</b>					<b>Total Check Amount:</b>	<b>\$430.13</b>
V31245	SUPERIOR ALARM SYSTEMS	01/25/2019	11074	110404541	JAN-JUN MONTR:GALLERY	\$210.00
		01/25/2019	11074	110515125	2019 ALARM MONITR:PS3	\$540.00
		01/25/2019	11074	110515125	2019 CO MONITOR:PS2	\$540.00
		01/25/2019	11074	490515151	2019 ALARM MONTOR FS2	\$540.00
<b>SUPERIOR ALARM SYSTEMS</b>					<b>Total Check Amount:</b>	<b>\$1,830.00</b>
V31246	TECHNICOLOR PRINTING	01/25/2019	24354	110404424	ADULT SPORTS-TSHIRTS	\$279.29
<b>TECHNICOLOR PRINTING</b>					<b>Total Check Amount:</b>	<b>\$279.29</b>
V31247	THOMSON REUTERS - WEST	01/25/2019	22020	110111112	431851 CHGS 11/5-12/4	\$108.00
		01/25/2019	22020	110111112	431851 CHGS 12/5-1/4	\$125.00
		01/25/2019	22020	110111112	SUBSCR PROD CHGS 1/4	\$4,913.44
		01/25/2019	22020	110212121	WEST INFO CHGS DEC18	\$379.46
<b>THOMSON REUTERS - WEST</b>					<b>Total Check Amount:</b>	<b>\$5,525.90</b>
V31248	TITAN WATER TECHNOLOGY, INC.	01/25/2019	25776	490515151	WATER TREATMENT JAN19	\$415.00
<b>TITAN WATER TECHNOLOGY, INC.</b>					<b>Total Check Amount:</b>	<b>\$415.00</b>
V31249	TOWNSEND PUBLIC AFFAIRS, INC.	01/25/2019	18881	110111145	ADVOCACY CONSULT JAN	\$1,250.00
		01/25/2019	18881	410111145	ADVOCACY CONSULT JAN	\$1,250.00

## City Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31249	TOWNSEND PUBLIC AFFAIRS, INC.	01/25/2019	18881	420111145	ADVOCACY CONSULT JAN	\$1,250.00
		01/25/2019	18881	430111145	ADVOCACY CONSULT JAN	\$1,250.00
<b>TOWNSEND PUBLIC AFFAIRS, INC.</b>					<b>Total Check Amount:</b>	<b>\$5,000.00</b>
V31250	TRANS UNION LLC	01/25/2019	8371	110141481	HR SVCS 11/26-12/20	\$69.15
<b>TRANS UNION LLC</b>					<b>Total Check Amount:</b>	<b>\$69.15</b>
V31251	TROPICAL PLAZA NURSERY, INC	01/25/2019	2062	343515112	TRASH RECEPTACLE MNT	\$1,105.00
		01/25/2019	2062	490515151	INSTALL HOSE BIBS	\$2,634.40
<b>TROPICAL PLAZA NURSERY, INC</b>					<b>Total Check Amount:</b>	<b>\$3,739.40</b>
V31252	VAVRINEK, TRINE, DAY & CO., LLP	01/25/2019	27146	110141431	17/18 CAFR AUDIT	\$10,050.00
		01/25/2019	27146	420141431	17/18 CAFR AUDIT SVCS	\$1,300.00
		01/25/2019	27146	430141431	17/18 CAFR AUDIT SVCS	\$650.00
		01/25/2019	27146	630323219	17/18 S AGENCY AUDIT	\$1,000.00
		01/25/2019	27146	950000000	ILJAOC 17/18 AUDIT	\$5,000.00
<b>VAVRINEK, TRINE, DAY &amp; CO., LLP</b>					<b>Total Check Amount:</b>	<b>\$18,000.00</b>
V31253	VISTA PAINT CORPORATION	01/25/2019	4573	490515151	PAINT PROJECT @ CCC	\$294.35
<b>VISTA PAINT CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$294.35</b>
V31254	WALTERS WHOLESALE ELECTRIC	01/25/2019	1667	490515151	OUTLET COVERS	\$26.12
<b>WALTERS WHOLESALE ELECTRIC</b>					<b>Total Check Amount:</b>	<b>\$26.12</b>
V31255	WEST COAST ARBORISTS, INC.	01/25/2019	1556	345515112	TREE MNT 12/1-12/15	\$2,583.83
<b>WEST COAST ARBORISTS, INC.</b>					<b>Total Check Amount:</b>	<b>\$2,583.83</b>
V31256	CHRISTINE WHITE	01/25/2019	18977	110222211	SEPT-OCT 2018 MILEAGE	\$10.36
<b>CHRISTINE WHITE</b>					<b>Total Check Amount:</b>	<b>\$10.36</b>
V31257	CHRISTOPHER WINGER	01/25/2019	26711	110212111	TRAINING EXPENSES	\$16.00
<b>CHRISTOPHER WINGER</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31258	ZOLL MEDICAL CORPORATION	01/25/2019	23538	174222222	PARAMEDIC EQUIPMENT	\$791.96
<b>ZOLL MEDICAL CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$791.96</b>
<b>Voucher Subtotal</b>						<b>\$159,169.38</b>

**TOTAL \$332,718.87**

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179836	ADVANCED EXERCISE EQUIPMENT, LLC	02/01/2019	28021	181404250	ARM CYCLE EQUIPMENT	\$4,999.55
<b>ADVANCED EXERCISE EQUIPMENT, LLC</b>					<b>Total Check Amount:</b>	<b>\$4,999.55</b>
179837	AGENCY360	02/01/2019	28237	110212111	19/20 LICENSE/SUBSCR	\$1,197.00
<b>AGENCY360</b>					<b>Total Check Amount:</b>	<b>\$1,197.00</b>
179838	RICHARD AMENDOLA	02/01/2019	28252	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>RICHARD AMENDOLA</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179839	JOSEPH ARAMBARRI	02/01/2019	28222	420000000	CLOSED WATER ACCOUNT	\$56.15
<b>JOSEPH ARAMBARRI</b>					<b>Total Check Amount:</b>	<b>\$56.15</b>
179840	THE BANK OF NEW YORK MELLON	02/01/2019	16062	930141424	CONTRL ACCT OCT-DEC18	\$1,601.79
<b>THE BANK OF NEW YORK MELLON</b>					<b>Total Check Amount:</b>	<b>\$1,601.79</b>
179841	BAY EQUITY, LLC	02/01/2019	28220	420000000	CLOSED WATER ACCOUNT	\$169.29
<b>BAY EQUITY, LLC</b>					<b>Total Check Amount:</b>	<b>\$169.29</b>
179842	BC TRAFFIC SPECIALIST	02/01/2019	17405	410515124	GRAVEL BAGS	\$1,774.74
<b>BC TRAFFIC SPECIALIST</b>					<b>Total Check Amount:</b>	<b>\$1,774.74</b>
179843	JAMES K. BLAKELY	02/01/2019	25265	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>JAMES K. BLAKELY</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179844	CONNIE BOGOSIAN	02/01/2019	28256	110000000	ST SWPNG EXMPTN REFND	\$20.00
<b>CONNIE BOGOSIAN</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179845	LUIS BRITO	02/01/2019	28229	420000000	CLOSED WATER ACCOUNT	\$86.87
<b>LUIS BRITO</b>					<b>Total Check Amount:</b>	<b>\$86.87</b>
179846	C.I. BUSINESS EQUIPMENT INC	02/01/2019	6520	110141431	CHECK SGNER/PLATE/SVC	\$996.13
<b>C.I. BUSINESS EQUIPMENT INC</b>					<b>Total Check Amount:</b>	<b>\$996.13</b>
179847	CALIF POLICE CHIEFS ASSN	02/01/2019	2688	110212111	18/19 CPCA TRAINING	\$575.00
<b>CALIF POLICE CHIEFS ASSN</b>					<b>Total Check Amount:</b>	<b>\$575.00</b>
179848	CASSANDRA CANAPE	02/01/2019	28228	420000000	CLOSED WATER ACCOUNT	\$49.90
<b>CASSANDRA CANAPE</b>					<b>Total Check Amount:</b>	<b>\$49.90</b>
179849	DARYL CAREY	02/01/2019	28233	110404541	ART TRANSPORT/INSTALL	\$500.00
<b>DARYL CAREY</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
179850	CARRIE UNGERMAN STUDIO	02/01/2019	28234	110404541	ART TRANSPORT/INSTALL	\$500.00
<b>CARRIE UNGERMAN STUDIO</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
179851	JOHN AND/OR SHARON CASY	02/01/2019	28254	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>JOHN AND/OR SHARON CASY</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179852	SUMAN NA CHAKRABORTY	02/01/2019	28244	110000000	CITATION REFUND	\$51.00
<b>SUMAN NA CHAKRABORTY</b>					<b>Total Check Amount:</b>	<b>\$51.00</b>
179853	JANICE (CHIA-MING) CHANG	02/01/2019	28232	110	TINY TOTS REFUND	\$362.60
<b>JANICE (CHIA-MING) CHANG</b>					<b>Total Check Amount:</b>	<b>\$362.60</b>
179854	DUCK CHUN	02/01/2019	28219	420000000	CLOSED WATER ACCOUNT	\$12.27
<b>DUCK CHUN</b>					<b>Total Check Amount:</b>	<b>\$12.27</b>
179855	COUNTY OF ORANGE	02/01/2019	4799	110212122	FINGERPRINT ID JAN19	\$1,783.00

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
COUNTY OF ORANGE					Total Check Amount:	\$1,783.00
179856	EMILY CRICK	02/01/2019	28260	110	REG'N FEE REFUND	\$77.00
EMILY CRICK					Total Check Amount:	\$77.00
179857	DELTA DENTAL INSURANCE COMPANY	02/01/2019	26074	110	05R103125 DENTAL JAN	\$1,999.09
DELTA DENTAL INSURANCE COMPANY					Total Check Amount:	\$1,999.09
179858	DEPARTMENT OF TRANSPORTATION	02/01/2019	13722	110515121	SGNL/LGHTNG OCT-DEC18	\$10,788.59
DEPARTMENT OF TRANSPORTATION					Total Check Amount:	\$10,788.59
179859	DOWNTOWN FORD SALES	02/01/2019	18138	480515161	2019 FORD INTERCEPTOR	\$28,965.56
DOWNTOWN FORD SALES					Total Check Amount:	\$28,965.56
179860	SOUTHERN CALIFORNIA EDISON	02/01/2019	3343	110515121	ELECTRICITY DEC/JAN19	\$13,384.21
		02/01/2019	3343	110515125	ELECTRICITY DEC/JAN19	\$113.91
		02/01/2019	3343	110515143	ELECTRICITY DEC/JAN19	\$113.91
		02/01/2019	3343	110515148	ELECTRICITY DEC/JAN19	\$54.43
		02/01/2019	3343	430515123	ELECTRICITY DEC/JAN19	\$694.80
		02/01/2019	3343	490515151	ELECTRICITY DEC/JAN19	\$21,483.78
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$35,845.04
179861	SOUTHERN CALIFORNIA EDISON	02/01/2019	3343	110515121	ELECTRICITY DEC/JAN19	\$4,735.40
		02/01/2019	3343	110515148	ELECTRICITY DEC/JAN19	\$57.52
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$4,792.92
179862	JESSICA FROMAN	02/01/2019	28245	110000000	CITATION REFUND	\$117.00
JESSICA FROMAN					Total Check Amount:	\$117.00
179863	FRONTIER COMMUNICATIONS	02/01/2019	26183	475141471	562 1820146 0116-0215	\$44.73
FRONTIER COMMUNICATIONS					Total Check Amount:	\$44.73
179864	THE GAS COMPANY	02/01/2019	3749	490515151	GAS DEC/JAN 19	\$276.75
THE GAS COMPANY					Total Check Amount:	\$276.75
179865	MING GUO	02/01/2019	28224	420000000	CLOSED WATER ACCOUNT	\$7.39
MING GUO					Total Check Amount:	\$7.39
179866	JARED HARADA	02/01/2019	28255	110000000	ST SWEEPNG EXMPTN REF	\$20.00
JARED HARADA					Total Check Amount:	\$20.00
179867	THE HARTFORD	02/01/2019	14763	470141483	2019 TRAVEL ACC INS	\$750.00
THE HARTFORD					Total Check Amount:	\$750.00
179868	HF&H CONSULTANTS, LLC	02/01/2019	27542	440515122	SOLID WASTE SVCS DEC	\$2,046.23
HF&H CONSULTANTS, LLC					Total Check Amount:	\$2,046.23
179869	HHJ, INC.	02/01/2019	28227	420000000	CLOSED WATER ACCOUNT	\$27.99
HHJ, INC.					Total Check Amount:	\$27.99
179870	HHJ, INC.	02/01/2019	28227	420000000	CLOSED WATER ACCOUNT	\$754.49
HHJ, INC.					Total Check Amount:	\$754.49
179871	BARBARA HOLMES	02/01/2019	28257	110404541	ART TRANSPORT/INSTALL	\$500.00
BARBARA HOLMES					Total Check Amount:	\$500.00

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179872	INLAND WATER WORKS SUPPLY CO	02/01/2019	23904	420515131	COVER & READING LIDS	\$2,297.23
		02/01/2019	23904	420515131	METER BOXES	\$67.88
<b>INLAND WATER WORKS SUPPLY CO</b>					<b>Total Check Amount:</b>	<b>\$2,365.11</b>
179873	INTELLI-TECH	02/01/2019	8774	475141471	19/20 FORTINET FW MNT	\$7,173.00
<b>INTELLI-TECH</b>					<b>Total Check Amount:</b>	<b>\$7,173.00</b>
179874	JART DIRECT MAIL SERVICES	02/01/2019	8634	110404541	IMMERSION CARD MAIL	\$933.04
<b>JART DIRECT MAIL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$933.04</b>
179875	WONHO JUNG	02/01/2019	28242	420000000	CLOSED WATER ACCOUNT	\$91.66
<b>WONHO JUNG</b>					<b>Total Check Amount:</b>	<b>\$91.66</b>
179876	CHRIS KINDSTRAND	02/01/2019	28258	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>CHRIS KINDSTRAND</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179877	OLGA LAH	02/01/2019	25589	110404541	ART TRANSPORT/INSTALL	\$500.00
<b>OLGA LAH</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
179878	LAKEMAN CHASSIS	02/01/2019	12885	480515161	DRILL HOLES FOR VISE	\$40.00
<b>LAKEMAN CHASSIS</b>					<b>Total Check Amount:</b>	<b>\$40.00</b>
179879	LAW OFFICES OF JONES & MAYER	02/01/2019	12144	110111112	LEGAL: CODE ENF DEC18	\$2,027.35
		02/01/2019	12144	110111112	LEGAL: PD NOV18	\$423.10
<b>LAW OFFICES OF JONES &amp; MAYER</b>					<b>Total Check Amount:</b>	<b>\$2,450.45</b>
179880	LEXIPOL	02/01/2019	16773	110222221	18/19 POLICY MNL SUBS	\$7,581.00
<b>LEXIPOL</b>					<b>Total Check Amount:</b>	<b>\$7,581.00</b>
179881	KENNETH LORENTZEN	02/01/2019	28253	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>KENNETH LORENTZEN</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179882	ABBAS MANDVI	02/01/2019	24990	110000000	DEVELOPER FEE REFUND	\$206.00
<b>ABBAS MANDVI</b>					<b>Total Check Amount:</b>	<b>\$206.00</b>
179883	MCPEEK'S DODGE OF ANAHEIM	02/01/2019	22049	480515161	1420 ENGINE REPAIR	\$471.93
		02/01/2019	22049	480515161	PRESSURE VALVE	\$38.99
<b>MCPEEK'S DODGE OF ANAHEIM</b>					<b>Total Check Amount:</b>	<b>\$510.92</b>
179884	EDWARD MENDOZA	02/01/2019	28251	110000000	ST SWEEPNG EXMPTN REF	\$20.00
<b>EDWARD MENDOZA</b>					<b>Total Check Amount:</b>	<b>\$20.00</b>
179885	YSSA MENZIES	02/01/2019	28247	110000000	CITATION REFUND	\$281.00
<b>YSSA MENZIES</b>					<b>Total Check Amount:</b>	<b>\$281.00</b>
179886	MOMENTUM SOLAR	02/01/2019	28236	110000000	PERMIT FEES REFUND	\$444.00
<b>MOMENTUM SOLAR</b>					<b>Total Check Amount:</b>	<b>\$444.00</b>
179887	LILY REEVES MONTGOMERY	02/01/2019	28235	110404541	ART TRANSPORT/INSTALL	\$500.00
<b>LILY REEVES MONTGOMERY</b>					<b>Total Check Amount:</b>	<b>\$500.00</b>
179888	MEMA SOUTHERN CALIFORNIA	02/01/2019	1687	480515161	2019 MEMA MEMB DUES	\$275.00
<b>MEMA SOUTHERN CALIFORNIA</b>					<b>Total Check Amount:</b>	<b>\$275.00</b>
179889	BRIGETTE MURRAY	02/01/2019	28240	110000000	PHOTO REQUEST REFUND	\$35.00
<b>BRIGETTE MURRAY</b>					<b>Total Check Amount:</b>	<b>\$35.00</b>



## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179890	NDS, LLC	02/01/2019	25312	110141441	PRESORT MAILSVJ JAN19	\$310.00
NDS, LLC					Total Check Amount:	\$310.00
179891	NETWORKFLEET INC.	02/01/2019	25293	480515161	GPS FEES DEC 2018	\$893.00
NETWORKFLEET INC.					Total Check Amount:	\$893.00
179892	JIM NEWMAN	02/01/2019	22016	110000000	ST SWEEPNG EXMPTN REF	\$20.00
JIM NEWMAN					Total Check Amount:	\$20.00
179893	OFFICE DEPOT, INC	02/01/2019	4743	110212111	OFFICE SUPPLIES	\$40.68
		02/01/2019	4743	110212111	SUPPLIES	\$13.82
		02/01/2019	4743	110212111	TONERS (6)	\$641.39
		02/01/2019	4743	110222211	OFFICE SUPPLIES	\$293.24
		02/01/2019	4743	110404311	OFFICE SUPPLIES	\$225.88
		02/01/2019	4743	110404521	OFFICE SUPPLIES	\$9.73
OFFICE DEPOT, INC					Total Check Amount:	\$1,224.74
179894	OLTMANS CONSTRUCTION	02/01/2019	26548	420000000	CLOSED WATER ACCOUNT	\$1,788.41
OLTMANS CONSTRUCTION					Total Check Amount:	\$1,788.41
179895	ORANGE COUNTY SHERIFF'S DEPT	02/01/2019	6542	110212111	FTO UPDATE 2/19-2/21	\$65.00
ORANGE COUNTY SHERIFF'S DEPT					Total Check Amount:	\$65.00
179896	PACIFIC MH CONSTRUCTION, INC.	02/01/2019	26636	290323215	755 KNOLL LAKE DR	\$6,895.00
PACIFIC MH CONSTRUCTION, INC.					Total Check Amount:	\$6,895.00
179897	PACIFIC MH CONSTRUCTION, INC.	02/01/2019	26636	290323215	755 KNOLL LAKE DR	\$2,930.00
PACIFIC MH CONSTRUCTION, INC.					Total Check Amount:	\$2,930.00
179898	BENNET PERLSON	02/01/2019	28250	110000000	ST SWEEPNG EXMPTN REF	\$20.00
BENNET PERLSON					Total Check Amount:	\$20.00
179899	PINTOR INVESTMENT CO RESIDENTIAL LP	02/01/2019	28223	420000000	CLOSED WATER ACCOUNT	\$47.51
PINTOR INVESTMENT CO RESIDENTIAL LP					Total Check Amount:	\$47.51
179900	JULIA PORTER	02/01/2019	28226	420000000	CLOSED WATER ACCOUNT	\$30.47
JULIA PORTER					Total Check Amount:	\$30.47
179901	KATHLEEN PRINDLE	02/01/2019	28248	110	REFUND:LINE DANCING	\$47.00
KATHLEEN PRINDLE					Total Check Amount:	\$47.00
179902	PUENTE HILLS FORD	02/01/2019	25742	480515161	BRAKE DISC COVER	\$65.78
		02/01/2019	25742	480515161	ENGINE BELT TORQUE ARM	\$38.98
PUENTE HILLS FORD					Total Check Amount:	\$104.76
179903	CATHERINE REAL	02/01/2019	28221	420000000	CLOSED WATER ACCOUNT	\$57.60
CATHERINE REAL					Total Check Amount:	\$57.60
179904	ROBERTSON'S	02/01/2019	3464	420515131	SLURRY	\$862.00
ROBERTSON'S					Total Check Amount:	\$862.00
179905	XOCHITL SACA	02/01/2019	28246	110000000	CITATION REFUND	\$281.00
XOCHITL SACA					Total Check Amount:	\$281.00



## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
179906	SHAW INDUSTRIES, INC	02/01/2019	22730	490515151	NEW CARPET:PLUNGE	\$10,787.33
SHAW INDUSTRIES, INC					Total Check Amount:	\$10,787.33
179907	SUSANNA SHIN	02/01/2019	28230	420000000	CLOSED WATER ACCOUNT	\$23.56
SUSANNA SHIN					Total Check Amount:	\$23.56
179908	SPARKLETTS	02/01/2019	3001	110141441	5G WATER BOTTLS DEC18	\$395.20
		02/01/2019	3001	110141441	WTR DISP RENTAL DEC18	\$94.64
SPARKLETTS					Total Check Amount:	\$489.84
179909	GARY SPARKS	02/01/2019	28249	110000000	ST SWEEPNG EXMPTN REF	\$20.00
GARY SPARKS					Total Check Amount:	\$20.00
179910	THE STANDARD INSURANCE COMPANY	02/01/2019	15689	110	643015 LIFE INS DEC18	\$4,293.45
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$4,293.45
179911	THE STANDARD INSURANCE COMPANY	02/01/2019	15689	110	643015 LIFE IMS JAN19	\$3,967.20
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$3,967.20
179912	THE STANDARD INSURANCE COMPANY	02/01/2019	27270	110	643015 OPT INS DEC18	\$2,069.35
		02/01/2019	27270	110	643015 OPT INS JAN19	\$2,243.00
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$4,312.35
179913	STETSON ENGINEERS INC.	02/01/2019	21629	420515131	DAM MAP/TECHSTUDY NOV	\$7,829.61
STETSON ENGINEERS INC.					Total Check Amount:	\$7,829.61
179914	SCOTT STUART	02/01/2019	28218	420000000	CLOSED WATER ACCOUNT	\$100.08
SCOTT STUART					Total Check Amount:	\$100.08
179915	SWRCB	02/01/2019	14532	420515131	18/19 WTR SYSTEM FEES	\$37,444.00
SWRCB					Total Check Amount:	\$37,444.00
179916	BONNY THOMPSON	02/01/2019	28225	420000000	CLOSED WATER ACCOUNT	\$149.65
BONNY THOMPSON					Total Check Amount:	\$149.65
179917	TOXGUARD FLUID TECHNOLOGIES	02/01/2019	9130	480515161	RECYCLE COOLANT	\$705.79
TOXGUARD FLUID TECHNOLOGIES					Total Check Amount:	\$705.79
179918	U.S. POSTAL SERVICE	02/01/2019	19260	110404214	MAIL:2019 SPRING BTQ	\$1,176.93
U.S. POSTAL SERVICE					Total Check Amount:	\$1,176.93
179919	UNITED PARCEL SERVICE	02/01/2019	3174	110141441	SHIP CHGS DEC/JAN	\$89.52
UNITED PARCEL SERVICE					Total Check Amount:	\$89.52
179920	VERIZON WIRELESS	02/01/2019	21122	420515131	9821120772 1127-1226	\$38.01
VERIZON WIRELESS					Total Check Amount:	\$38.01
179921	VETERINARY PET INS. CO.	02/01/2019	20975	110	4436 PET INS DEC 2018	\$418.56
VETERINARY PET INS. CO.					Total Check Amount:	\$418.56
179922	AMANDA YAMASHITA	02/01/2019	26164	110404541	ART TRANSPORT/INSTALL	\$500.00
AMANDA YAMASHITA					Total Check Amount:	\$500.00
179923	U.S. POSTAL SERVICE	02/01/2019	19260	440515126	ST SWEEPING SVCS UPD	\$4,466.49
U.S. POSTAL SERVICE					Total Check Amount:	\$4,466.49
Check Subtotal						\$217,643.11

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31259	ADLERHORST INT'L INC	02/01/2019	2223	110212131	ON-SITE TRNG JAN19	\$385.00
ADLERHORST INT'L INC					Total Check Amount:	\$385.00
V31260	ALL CITY MANAGEMENT SERVICES INC	02/01/2019	6604	110212132	CRSNG GRDS 1216-1229	\$1,316.00
ALL CITY MANAGEMENT SERVICES INC					Total Check Amount:	\$1,316.00
V31261	AVCOGAS PROPANE SALES & SERVICES	02/01/2019	22047	480515161	PROPANE 395 GAL	\$1,061.93
AVCOGAS PROPANE SALES & SERVICES					Total Check Amount:	\$1,061.93
V31262	JESUS BARBOSA	02/01/2019	6423	110212111	TRAINING MILEAGE	\$24.36
JESUS BARBOSA					Total Check Amount:	\$24.36
V31263	BEST LAWN MOWER SERVICE	02/01/2019	16230	480515161	ECHO TRIMMER HANDLE	\$21.64
		02/01/2019	16230	480515161	STARTER MOTOR	\$43.29
BEST LAWN MOWER SERVICE					Total Check Amount:	\$64.93
V31264	HEATHER BOWLING	02/01/2019	24933	110404541	JUL-DEC 2018 MILEAGE	\$90.08
HEATHER BOWLING					Total Check Amount:	\$90.08
V31265	BREA TOWING	02/01/2019	16399	110212121	TOWING 1803-1993 3/27	\$1,077.50
		02/01/2019	16399	110212121	TOWING 1808-0264 8/4	\$600.00
		02/01/2019	16399	110212121	TOWING 1808-1875 8/24	\$500.00
		02/01/2019	16399	110212121	TOWING 1808-2222 8/29	\$740.00
		02/01/2019	16399	110212121	TOWING 1809-0032 9/1	\$1,475.00
		02/01/2019	16399	110212121	TOWING 1809-0713 9/9	\$155.00
		02/01/2019	16399	110212121	TOWING 1809-1514 9/18	\$140.00
BREA TOWING					Total Check Amount:	\$4,687.50
V31266	SHANNON BUCKELS	02/01/2019	12046	110212134	TRAINING EXPENSES	\$107.87
SHANNON BUCKELS					Total Check Amount:	\$107.87
V31267	BYRNE SOFTWARE TECHNOLOGIES, INC.	02/01/2019	27471	110323241	ACCELA IMPL 12/1-12/7	\$110.00
		02/01/2019	27471	110323241	ACCELA IMPL 1208-1214	\$110.00
BYRNE SOFTWARE TECHNOLOGIES, INC.					Total Check Amount:	\$220.00
V31268	C. WELLS PIPELINE MATERIALS INC	02/01/2019	13055	420515131	PLUMBING SUPPLIES	\$2,038.93
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$2,038.93
V31269	CA FOUNDATION FOR PERFORMING ARTS	02/01/2019	28259	110404214	PIANO LESSONS DEC18	\$463.50
CA FOUNDATION FOR PERFORMING ARTS					Total Check Amount:	\$463.50
V31270	CANNINGS ACE HARDWARE	02/01/2019	15828	420515131	HYDRANT PARTS	\$5.33
		02/01/2019	15828	480515161	1/4" COIL CHAIN	\$24.79
CANNINGS ACE HARDWARE					Total Check Amount:	\$30.12
V31271	CANON FINANCIAL SERVICES, INC.	02/01/2019	20648	110141441	13-COPIER LEASE JAN19	\$3,480.64
CANON FINANCIAL SERVICES, INC.					Total Check Amount:	\$3,480.64
V31272	CANON SOLUTIONS AMERICA, INC	02/01/2019	15260	110141441	COPIER MNT DEC/JAN19	\$600.00
		02/01/2019	15260	110141441	COPIER USAGE NOV/DEC	\$263.78
CANON SOLUTIONS AMERICA, INC					Total Check Amount:	\$863.78

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31273	CLINICAL LABORATORY OF	02/01/2019	3390	420515131	WATER SAMPLING DEC18	\$1,332.00
<b>CLINICAL LABORATORY OF</b>					<b>Total Check Amount:</b>	<b>\$1,332.00</b>
V31274	RYAN COOPER	02/01/2019	25532	110212111	TRAINING MILEAGE	\$15.72
<b>RYAN COOPER</b>					<b>Total Check Amount:</b>	<b>\$15.72</b>
V31275	CORE & MAIN LP	02/01/2019	27049	420515131	WATER METERS	\$9,117.78
		02/01/2019	27049	420515131	WRENCH	\$431.00
<b>CORE &amp; MAIN LP</b>					<b>Total Check Amount:</b>	<b>\$9,548.78</b>
V31276	JEFFREY COVER	02/01/2019	25721	110212111	TRAINING EXPENSES	\$16.00
<b>JEFFREY COVER</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31277	CSG CONSULTANTS	02/01/2019	25540	110000000	BLDG PLAN REVW NOV18	\$16,500.00
<b>CSG CONSULTANTS</b>					<b>Total Check Amount:</b>	<b>\$16,500.00</b>
V31278	DARTCO TRANSMISSION SALES	02/01/2019	17719	480515161	TRANSMISSION SENSOR	\$93.21
<b>DARTCO TRANSMISSION SALES</b>					<b>Total Check Amount:</b>	<b>\$93.21</b>
V31279	DE LAGE LANDEN FINANCIAL SERVICES	02/01/2019	23311	110141441	DISPATCH DEC/JAN19	\$238.50
		02/01/2019	23311	110141441	FIRE STN #1 DEC/JAN19	\$88.13
		02/01/2019	23311	110141441	FIRE STN #2 DEC/JAN19	\$255.06
		02/01/2019	23311	110141441	FIRE STN #4 DEC/JAN19	\$88.13
		02/01/2019	23311	110141441	SR CTR DEC/JAN19	\$238.51
<b>DE LAGE LANDEN FINANCIAL SERVICES</b>					<b>Total Check Amount:</b>	<b>\$908.33</b>
V31280	E.J. WARD INC	02/01/2019	11309	480	BLUE MGNTC FUEL CARDS	(\$19.38)
		02/01/2019	11309	480515161	BLUE MGNTC FUEL CARDS	\$294.75
<b>E.J. WARD INC</b>					<b>Total Check Amount:</b>	<b>\$275.37</b>
V31281	EQUIPMENT DIRECT INC	02/01/2019	4522	480515161	SAFETY EARMUFFS	\$89.86
<b>EQUIPMENT DIRECT INC</b>					<b>Total Check Amount:</b>	<b>\$89.86</b>
V31282	CYNTHIA ESTRADA-HAEBE	02/01/2019	21970	110212111	TRAINING EXPENSES	\$16.00
<b>CYNTHIA ESTRADA-HAEBE</b>					<b>Total Check Amount:</b>	<b>\$16.00</b>
V31283	FARONICS CORPORATION	02/01/2019	17291	475141471	DEEPFRZ 1YR MNT 6/19	\$3,311.00
<b>FARONICS CORPORATION</b>					<b>Total Check Amount:</b>	<b>\$3,311.00</b>
V31284	CHRISTOPHER HADDAD	02/01/2019	15668	110212111	TRAINING EXPENSES	\$78.81
<b>CHRISTOPHER HADDAD</b>					<b>Total Check Amount:</b>	<b>\$78.81</b>
V31285	ROBERT HAEFNER	02/01/2019	14703	110212111	TRAINING EXPENSES	\$78.81
<b>ROBERT HAEFNER</b>					<b>Total Check Amount:</b>	<b>\$78.81</b>
V31286	HCI SYSTEMS INC	02/01/2019	25112	490515151	DUCT DETECTOR REPAIR	\$715.00
<b>HCI SYSTEMS INC</b>					<b>Total Check Amount:</b>	<b>\$715.00</b>
V31287	JACKSON'S AUTO SUPPLY	02/01/2019	1143	480515161	AUTO SUPPLIES DEC18	\$2,525.23
<b>JACKSON'S AUTO SUPPLY</b>					<b>Total Check Amount:</b>	<b>\$2,525.23</b>
V31288	JAMISON ENGINEERING CONTRACTORS,INC	02/01/2019	15812	430515123	EMERG CALL OUTS DEC18	\$9,585.50
		02/01/2019	15812	430515123	LA FLOR SWR MNT DEC18	\$1,925.00
<b>JAMISON ENGINEERING CONTRACTORS,INC</b>					<b>Total Check Amount:</b>	<b>\$11,510.50</b>

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31289	KELLY PAPER	02/01/2019	7039	110141441	SUPPLIES	\$55.43
KELLY PAPER					Total Check Amount:	\$55.43
V31290	KWIK KLEEN	02/01/2019	23771	480515161	PARTS WASHER SERVICE	\$150.00
KWIK KLEEN					Total Check Amount:	\$150.00
V31291	L.N. CURTIS & SONS	02/01/2019	1053	110222221	CR:INV230561 DMGDCASE	(\$60.00)
		02/01/2019	1053	110222221	EQPT FOR NEW TRUCK	\$1,580.78
		02/01/2019	1053	110222221	RA9607 RETURN 11/12	(\$136.20)
L.N. CURTIS & SONS					Total Check Amount:	\$1,384.58
V31292	LINEGEAR	02/01/2019	23894	110222221	CLOTHING	\$212.16
LINEGEAR					Total Check Amount:	\$212.16
V31293	MAR-CO EQUIPMENT COMPANY	02/01/2019	20329	480515161	STREET SWEEPER PARTS	\$1,615.32
MAR-CO EQUIPMENT COMPANY					Total Check Amount:	\$1,615.32
V31294	MINER, LTD	02/01/2019	27173	490515151	FIRE ADM DOOR REPAIR	\$330.00
		02/01/2019	27173	490515151	PD HANDCAP BUTTON RPR	\$453.75
MINER, LTD					Total Check Amount:	\$783.75
V31295	MUNISERVICES, LLC	02/01/2019	10627	110141424	SUTA SVCS 2018 QTR 3	\$22,879.76
MUNISERVICES, LLC					Total Check Amount:	\$22,879.76
V31296	MYERS AND SONS	02/01/2019	21624	480515161	AMBR STROBE BEACONLTS	\$216.15
MYERS AND SONS					Total Check Amount:	\$216.15
V31297	NINYO & MOORE	02/01/2019	22134	510707873	ENV CONS:TRKS S4 1029	\$4,757.18
		02/01/2019	22134	510707873	ENV CONS:TRKS S4 9/28	\$1,515.00
NINYO & MOORE					Total Check Amount:	\$6,272.18
V31298	ONWARD ENGINEERING	02/01/2019	22106	510707929	INSP SVCS NOV 2018	\$2,380.75
		02/01/2019	22106	510707929	INSP SVCS NOV18	\$2,024.00
ONWARD ENGINEERING					Total Check Amount:	\$4,404.75
V31299	PARSONS TRANSPORTATION GROUP	02/01/2019	25626	510707251	57/LMBRT INT RETAINER	\$196,596.77
PARSONS TRANSPORTATION GROUP					Total Check Amount:	\$196,596.77
V31300	PLACEWORKS, INC.	02/01/2019	26720	110000000	PROF SVCS DEC 2018	\$8,466.35
		02/01/2019	26720	110000000	PROF SVCS NOV 2018	\$1,804.13
PLACEWORKS, INC.					Total Check Amount:	\$10,270.48
V31301	RUSSELL SIGLER INC.	02/01/2019	21638	490515151	HVAC FILTERS @ BCC	\$154.91
RUSSELL SIGLER INC.					Total Check Amount:	\$154.91
V31302	SAGECREST PLANNING & ENVIRONMENTAL	02/01/2019	27578	110000000	SR PLANNER DEC 2018	\$3,491.25
SAGECREST PLANNING & ENVIRONMENTAL					Total Check Amount:	\$3,491.25
V31303	SC FUELS	02/01/2019	16654	480515161	REG ETH 3991 GAL	\$11,009.22
SC FUELS					Total Check Amount:	\$11,009.22
V31304	SOUTH COAST EMERGENCY VEHICLE SVC	02/01/2019	18619	480515161	BOOM PAD PIN	\$104.02
		02/01/2019	18619	480515161	FIRE TRUCK BELTS	\$117.99

## City Check Register for: Feb 1, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V31304	SOUTH COAST EMERGENCY VEHICLE SVC	02/01/2019	18619	480515161	FIRETRK RAD CAP/PROBE	\$154.51
		02/01/2019	18619	480515161	FR TRK SHOCK ABSORBER	\$96.12
		02/01/2019	18619	480515161	SWTCH/ST BLT/HOSE/PIN	\$623.19
SOUTH COAST EMERGENCY VEHICLE SVC					Total Check Amount:	\$1,095.83
V31305	SPECTRUM GAS PRODUCTS, INC.	02/01/2019	16060	174222222	OXYGEN	\$43.50
SPECTRUM GAS PRODUCTS, INC.					Total Check Amount:	\$43.50
V31306	SPICERS PAPER, INC.	02/01/2019	18883	110141441	PAPER	\$5,225.65
SPICERS PAPER, INC.					Total Check Amount:	\$5,225.65
V31307	STATE INDUSTRIAL PRODUCTS	02/01/2019	8572	490515151	TRUCK WASH:FIRE STNS	\$131.89
STATE INDUSTRIAL PRODUCTS					Total Check Amount:	\$131.89
V31308	UNDERGROUND SERVICE ALERT/SC	02/01/2019	4537	420515131	UNDRGRND TICKTS DEC18	\$140.35
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$140.35
V31309	UNDERGROUND SERVICE COMPANY, INC.	02/01/2019	27771	420515131	LEAK DETECTION/SURVEY	\$2,250.00
UNDERGROUND SERVICE COMPANY, INC.					Total Check Amount:	\$2,250.00
V31310	UNITED ROTARY BRUSH CORPORATION	02/01/2019	16649	480515161	SWEEPER BROOM	\$117.85
		02/01/2019	16649	480515161	SWEEPER BROOMS (2)	\$235.69
		02/01/2019	16649	480515161	SWEEPER BROOMS (4)	\$471.38
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$824.92
V31311	US METRO GROUP, INC.	02/01/2019	24814	110515125	JANITORIAL SVCS JAN19	\$826.72
		02/01/2019	24814	490515151	JANITORIAL SVCS JAN19	\$32,832.79
US METRO GROUP, INC.					Total Check Amount:	\$33,659.51
V31312	WALTERS WHOLESALE ELECTRIC	02/01/2019	1667	490515151	HVAC TOOL	\$39.64
		02/01/2019	1667	490515151	LAMPS @ YARD	\$244.29
WALTERS WHOLESALE ELECTRIC					Total Check Amount:	\$283.93
V31313	WEST-LITE SUPPLY CO., INC.	02/01/2019	5192	490515151	LIGHTING	\$474.79
WEST-LITE SUPPLY CO., INC.					Total Check Amount:	\$474.79
V31314	ROBERT ZEEB	02/01/2019	13693	110212111	FTO UPDATE	\$24.00
ROBERT ZEEB					Total Check Amount:	\$24.00
V31315	ZUMAR INDUSTRIES, INC.	02/01/2019	3802	510707212	CR:INT SGN REPL 10/25	(\$2,370.50)
		02/01/2019	3802	510707212	CR:INT SGN REPL 11/13	(\$2,370.50)
		02/01/2019	3802	510707212	CR:INT SIGN REPL 9/11	(\$862.00)
		02/01/2019	3802	510707212	INT SIGN REPL 10/25	\$2,370.50
		02/01/2019	3802	510707212	INT SIGN REPL 11/13	\$2,370.50
		02/01/2019	3802	510707212	INT SIGN REPL 11/6	\$3,555.75
ZUMAR INDUSTRIES, INC.					Total Check Amount:	\$2,693.75
Voucher Subtotal						\$368,194.09

**TOTAL \$585,837.20**

City of Brea

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**COUNCIL COMMUNICATION**

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** January 25, 2019 Successor Agency Check Register - Receive and file.

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**Attachments**

01-25-19 SA Check Register

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## Successor Agency Check Register for: Jan 25, 2019

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
2680	BANDERA ESTATES	01/25/2019	3121	511626224	SENIOR SUBSIDY FEB19	\$1,016.00
<b>BANDERA ESTATES</b>					<b>Total Check Amount:</b>	<b>\$1,016.00</b>
2681	THE BANK OF NEW YORK MELLON	01/25/2019	4202	813000000	2013 TAX ALLOC BONDS	\$2,320.00
<b>THE BANK OF NEW YORK MELLON</b>					<b>Total Check Amount:</b>	<b>\$2,320.00</b>
2682	BLX GROUP LLC	01/25/2019	4457	813000000	2017 TAX ALLOC BONDS	\$1,200.00
<b>BLX GROUP LLC</b>					<b>Total Check Amount:</b>	<b>\$1,200.00</b>
2683	BREA WOODS SENIOR APARTMENTS	01/25/2019	1955	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>BREA WOODS SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2684	BROOKDALE - BREA	01/25/2019	4623	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>BROOKDALE - BREA</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2685	CITY OF BREA	01/25/2019	1003	511	REIMB COSTS 18/19 DEC	\$9,357.33
<b>CITY OF BREA</b>					<b>Total Check Amount:</b>	<b>\$9,357.33</b>
2686	HERITAGE PLAZA APARTMENTS	01/25/2019	1917	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>HERITAGE PLAZA APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2687	HOLLYDALE MOBILE ESTATES	01/25/2019	4250	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>HOLLYDALE MOBILE ESTATES</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2688	HOLLYDALE MOBILE ESTATES	01/25/2019	4577	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>HOLLYDALE MOBILE ESTATES</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2689	LAKE PARK BREA	01/25/2019	2433	511626224	SENIOR SUBSIDY FEB19	\$2,032.00
<b>LAKE PARK BREA</b>					<b>Total Check Amount:</b>	<b>\$2,032.00</b>
2690	ORANGE VILLA SENIOR APARTMENTS	01/25/2019	2132	511626224	SENIOR SUBSIDY FEB19	\$254.00
<b>ORANGE VILLA SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$254.00</b>
2691	VINTAGE CANYON SENIOR APARTMENTS	01/25/2019	4081	511626224	SENIOR SUBSIDY FEB19	\$1,016.00
<b>VINTAGE CANYON SENIOR APARTMENTS</b>					<b>Total Check Amount:</b>	<b>\$1,016.00</b>

**Overall - Total    \$18,465.33**

City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 02/05/2019

**SUBJECT:** FY 2018-19 Mid Year Budget Update, Policy Direction on the City's General Fund Reserves and City's Section 115 Trust Account through PARS

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**RECOMMENDATION**

1. Receive mid-year budget update presentation;
2. Provide policy direction on revising the City's General Fund Reserve Policy from a reserve level of 8 to 10 percent to 25 percent of which 10 percent is for operating reserves and 15 percent is a contingency reserve;
3. Provide input on the City's Section 115 Trust Account through Public Agency Retirement Services (PARS) for future City Council discussion.

**BACKGROUND/DISCUSSION**

The mid-year budget update provides an opportunity to reflect on how the City financially finished for the prior fiscal year (FY 2017-18) as well as provides an opportunity to highlight emerging financial/budgetary trends with the current fiscal year (FY 2018-19) and preliminary projections for the next five fiscal years.

As part of the presentation, staff would also like policy direction on revising the City's General Fund Reserve Policy as well as developing a policy on pre-funding pension obligation costs through the City's Section 115 Trust Account through the Public Agency Retirement Services (PARS).

**Fiscal Year 2017-18 (Prior Fiscal Year)**

Staff is please to report the City's General Fund finished FY 2017-18 with revenues over expenditures of \$529,261. At budget adoption on June 19, 2018, this number was expected to be \$270,462. This improved number did not come easy to this organization. In fact, actual revenues were below estimates by approximately a million dollars due to a delay in sales tax payments by the State, unrealized Birch Hills Golf Course revenues, and unrealized development related revenue. Significant savings came from the departments underspending their budgets. There was almost a million dollars in salary savings alone from unanticipated vacancies and departments keeping vacant positions open throughout the entire organization. This is in addition to the permanent salary savings realized from the efforts of the Vacancy Review Board (VRB).

As you may recall, the City initiated the VRB which was created to evaluate vacant positions within the organization for opportunities to provide budgetary savings as well as efficiencies within the organization. Since the VRB's inception, the organization has eliminated just over 14 full-time equivalents (FTEs) over the past three years. Departments have been diligent on "holding the lines" while making every effort to maintain services to the community which resulted



in significant savings for FY 2017-18.

### **Fiscal Year 2018-19 (Current Fiscal Year)**

At budget adoption on June 19, 2018, the General Fund for the current fiscal year was balanced due to a number of reductions in operating expenses. In addition to a million dollars in staff reductions previously mentioned, there was no salary increases for employees programed in the current year budget. Also, there was reduced expenditures in areas such as street stripping, tree trimming and employee training.

For Fiscal Year 2018-19, the preliminary year end estimate indicates that the City will have revenues over expenditures of \$1,705,910, mostly due to one-time unanticipated revenues. This significantly improved the City's forecast for the current fiscal year with \$2.2 million in new revenues as shown below:

- **\$200,000** – **one-time** revenues from excess property taxes collected from the former Redevelopment Agency.
- **\$761,000** – **one-time** bump in sales tax due to new auto sales. Our sales tax consultant does not anticipate this rate to continue; however sales will remain higher than normal. In addition, a sales tax payment that was received after the financials were prepared was attributed to FY 2017-18 sales.
- **\$200,000** – increase in anticipate Fine Revenue (Police Services is analyzing this revenue spike)
- **\$198,793** – **one-time** grant revenue from CalTrans
- **\$111,000** – **one-time** recognition of revenues from property and evidence for closed Police Department cases
- **\$361,360** – **one-time** reimbursements for responses to Strike Team Response. These revenues offset overtime cost.
- **\$135,000** – increase in user related fees
- **\$145,000** – one time Golf Course rent from prior year

Overall, these preliminary numbers (including expenditure increases from the 1st and 2nd quarter budget adjustments) have a \$1.7 million net positive impact on the City's General Fund budget than was previously projected at budget adoption of \$53,364.

As noted, many of these increased revenues are one-time revenues and are temporary increases. Based on our fiscal policies, these revenues should be spent on one-time expenditures. Again, departments and employees were the key factor to getting the organization where we are today. Without their assistance, the predicted surplus would be much less or possibly negative.

### **FY 2019-20 and Beyond**

With updated revenues and budget assumptions the projected shortfall for future fiscal years is as follows:

FY 2019-20	(\$549,062)
FY 2020-21	(\$920,800)
FY 2021-22	(\$1,498,777)
FY 2022-23	(\$1,268,085)
FY 2023-24	(\$1,361,117)

These projections assume an overall two percent increase in alloperating expenditures. Staff anticipates that certain operating and maintenance contracts may increase more than two percent; however as a whole two percent overall growth is a reasonable assumption.

Although these are improved projections, staff cautions these projections do not take into consideration any recessionary impacts. It is also important to note that departments have yet to submit their estimated expenditures for the current fiscal year (FY 2018-19) as well as their requests for the upcoming fiscal year (FY 2019-20) which will change the projections presented tonight.

Budget submittals from departments were due February 1<sup>st</sup> and are currently being evaluated by staff. Staff will provide an updated five year projections at the Council Budget Workshop in May.

### **General Fund Reserve Policy**

The City's General Fund Reserve Policy currently states the following:

*"The City will maintain General Fund contingency reserves at a level at least equal to 8% to 10% of the General Fund expenditures. The specific purpose of this reserve is for (1) natural (e.g. fire, earthquake, flood) and catastrophic disasters (e.g. civil unrest, acts of terrorism, airplane crashes); and (2) normal business cycle variations (e.g. cash flow, interest earnings, economic uncertainty).*

Staff is recommending City Council consider revising the Reserve Policy to 25% of which 10% is for operating reserves and 15% is for contingency reserves.

### **City's Section 115 Trust Account through Public Agency Retirement Services (PARS)**

On October 20, 2015, the City Council committed \$6 million of General Fund reserves to a Section 115 Trust Account through PARS. The program through PARS was established to assist agencies in "pre-funding" their pension obligation costs in an irrevocable Section 115 trust account. Some benefits of the program include:

- City maintains oversight of investment management and control over the risk tolerance level of the portfolio;
- Assets held in the PARS Trust Program allows for greater investment flexibility and risk diversification compared to the City's General Fund investments;
- Assets could be accessed to offset unexpected rate increases (rate stabilization);
- Potential to improve an agency's bond rating;
- Flexibility to access trust assets at any time as long as it is used to pay employer's pension obligation; and
- The City can also pre-fund retiree health care (OPEB) liabilities within the same program.

As of December 31, 2018, the book value of the trust is approximately \$7 million dollars which is a million dollars of accumulated interest since the establishment of the trust and has an annual income/interest of approximately \$167,000.

At tonight's meeting, staff is interested in getting initial thoughts and considerations on the desire to establish a policy to pay down the City's pension obligation costs by identifying a strategy to contribute and make withdrawal of funds from the trust for pension obligations. Staff anticipates continuing this discussion at a future Council meeting in March/April.

**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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# **MID-YEAR BUDGET UPDATE**

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*FEBRUARY 5, 2019*

# AGENDA

## **PRIOR YEAR SNAPSHOT**

*Highlights of revenues over  
expenditures for fiscal year 2017-18*

## **CURRENT YEAR REVIEW**

*Highlights of emerging trends for  
fiscal year 2018-19*

## **RESERVE POLICY**

*Discussion and consideration of revising  
the City's General Fund Reserve Policy*

## **CITY'S SECTION 115 TRUST POLICY**

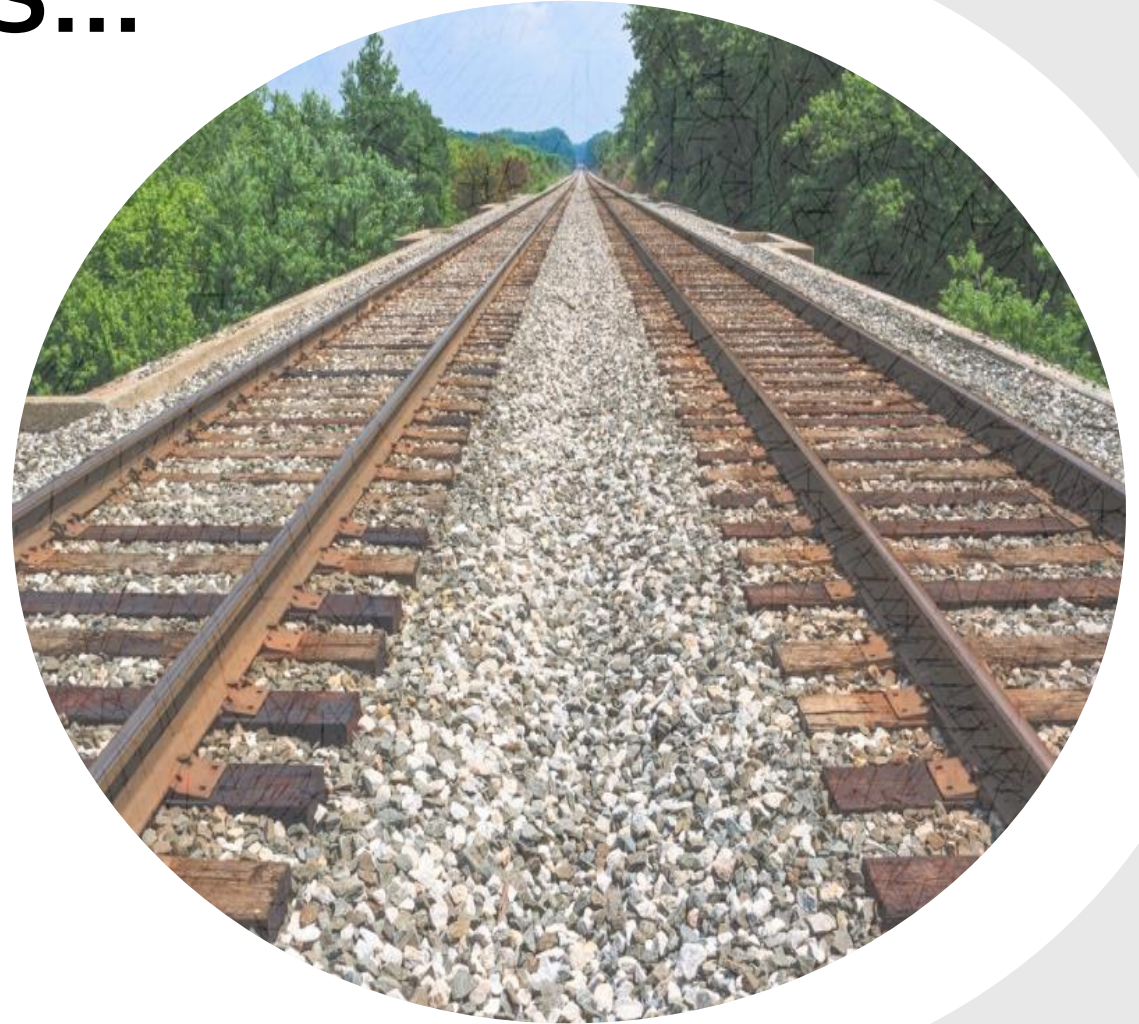
*Discussion about a policy to contribute and  
withdrawal funds from the City's Section 115  
Trust Account through Public Agency  
Retirement Services (PARS)*





# THE WORK CONTINUES...

- Vacancy Review Board (VRB)
  - *Over \$1 Million in Permanent Salary Savings*
- Organization Triage
- Refining Revenue Projections
- FY 2019-20 department budget submittals were due February 1<sup>st</sup> and are currently being evaluated



# PRIOR YEAR GENERAL FUND SNAP SHOT

*Fiscal Year 2017-18*

	<u>Year End Estimate</u>	<u>Actuals</u>	<u>Change</u>
Revenues	\$57,540,036	\$56,438,197	(\$1,101,839)
Expenditures	<u>\$57,269,574</u>	<u>\$55,908,936</u>	<u>\$1,360,638</u>
<b>Revenues over Expenditures</b>	<b>\$270,462 <sup>1</sup></b>	<b>\$529,261 <sup>1,2</sup></b>	<b>\$258,799</b>

<sup>1</sup> Includes funding from one time sales of properties of \$88,823.

<sup>2</sup> Recommend to set aside in “economic uncertainty” fund pending further discussion with City Council.

# PRIOR YEAR FINANCIAL HIGHLIGHTS

*Fiscal Year 2017-18*

- Delayed sales tax remittance from the State has rolled over FY 2017-18 dollars into the current fiscal year
- Delayed revenues from the Birch Hills Golf Course has rolled over FY 2017-18 dollars into the current fiscal year
- Realized additional salary savings than anticipated for vacant positions



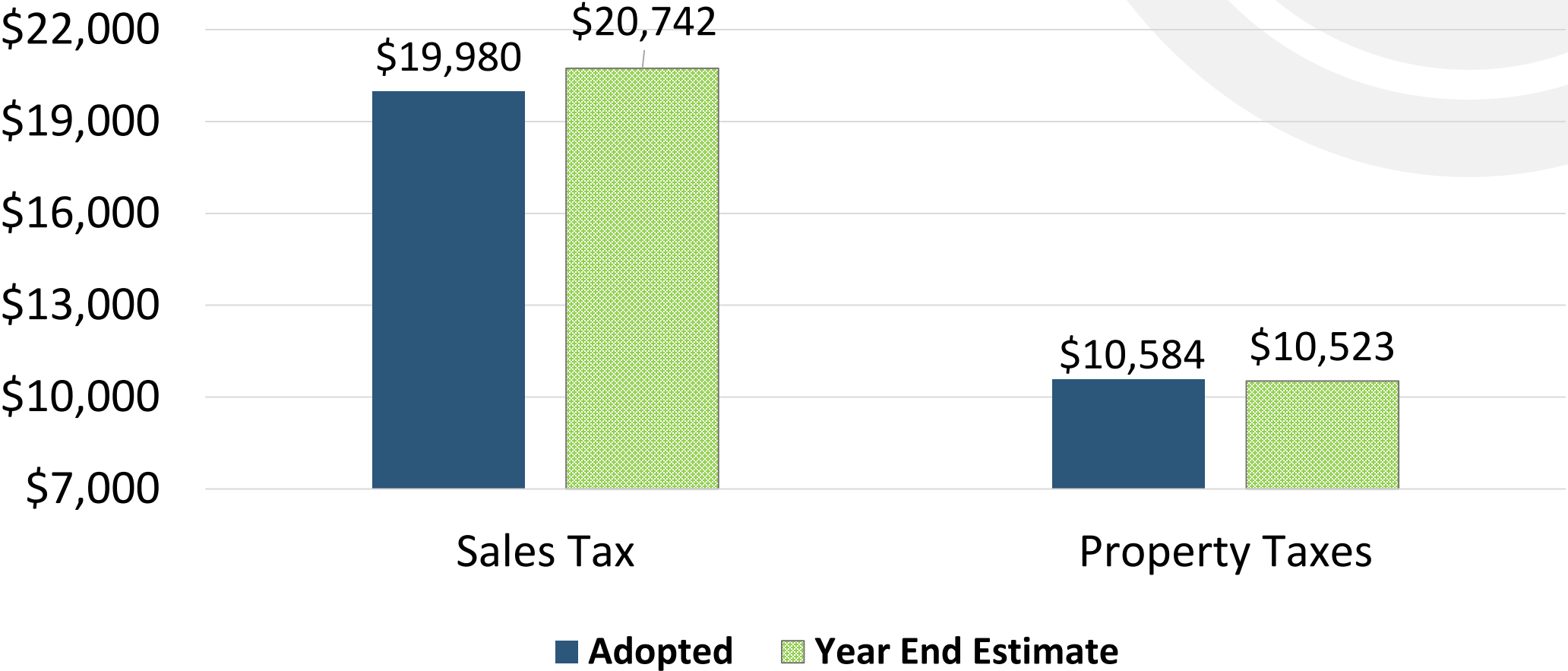
# ECONOMIC OUTLOOK

- Increasing Online Sales
- Slowing Housing Market
- Steady Job Market
- Continuing Consumer Spending
- Risk of a Recession?



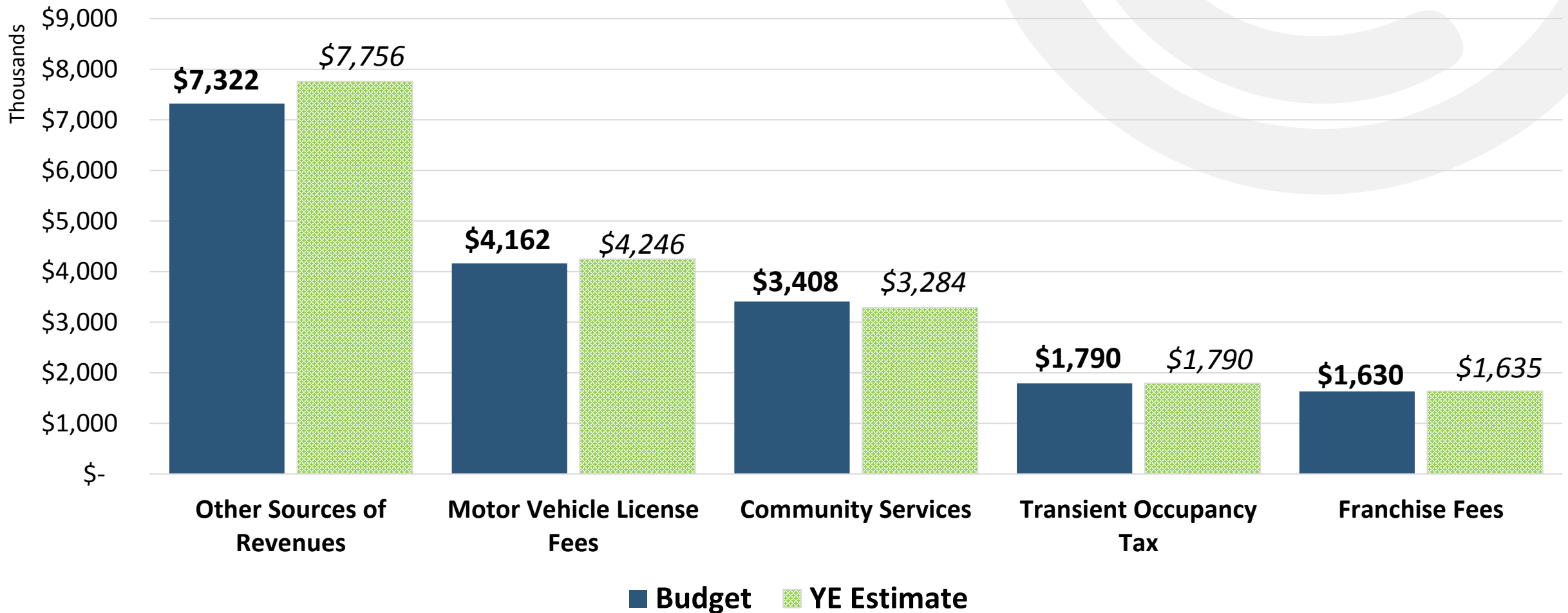
# CURRENT YEAR REVIEW | *FY 2018-19*

*Preliminary | Sales Tax and Property Taxes*



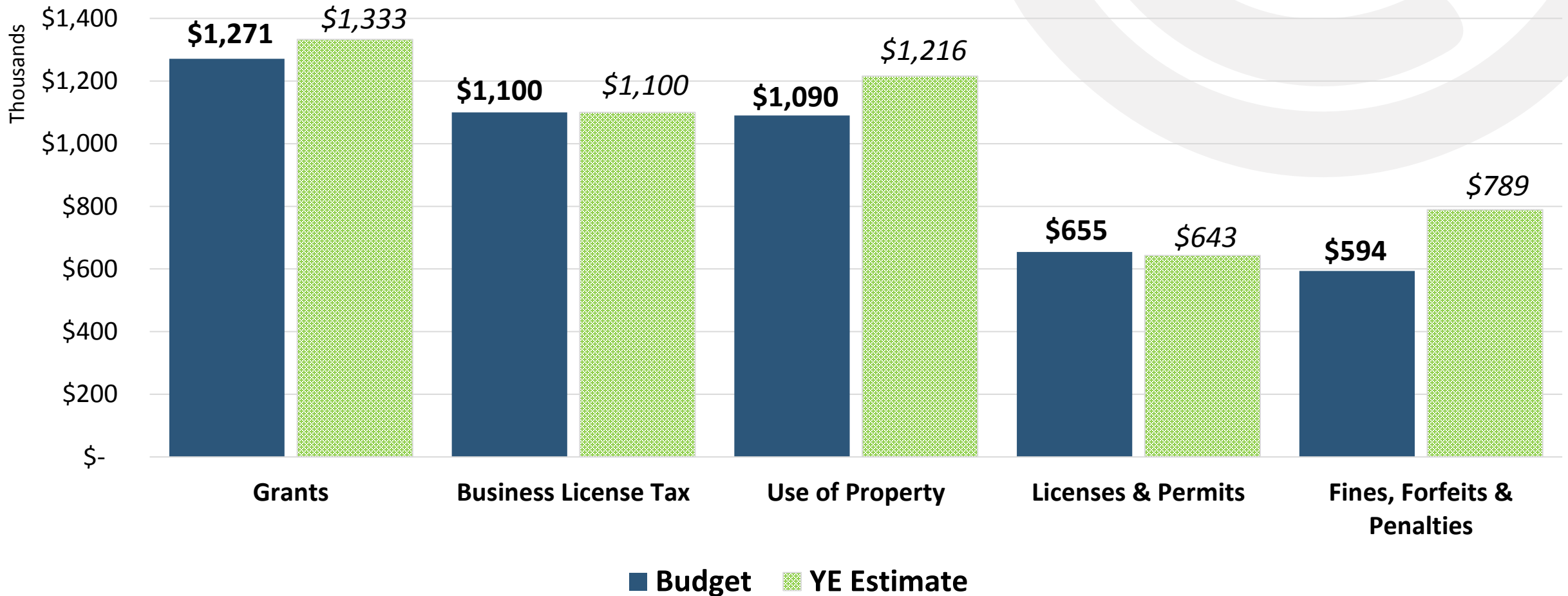
# CURRENT YEAR REVIEW | *FY 2018-19*

*Preliminary | Other General Fund Revenues*



# CURRENT YEAR REVIEW | *FY 2018-19*

*Preliminary | Other General Fund Revenues*



# CURRENT YEAR REVIEW | *FY 2018-19*

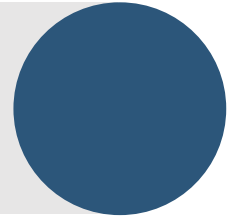
## *General Fund Expenditures*

- Pending budget submittal from departments
- Eliminated a part-time Senior Community Services Leader position
- Moved Media Services Specialist position from Management Services to Community Services
- Programmed additional Overtime due to Fire Strike Team Responses
- Purchased Fire Truck

# FISCAL POLICIES STATEMENT

*Excerpts from the City's Annual Adopted Budget*

- *“The City will adopt a balance budget by June 30 of each year”*
- *“One-time revenues will be used for one-time expenditures only”*
- *“The City will avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets”*
- *“Council approval is required before expending General Fund or contingency reserves”*
- *“An annual base Operating Budget will be developed by verifying or conservatively projecting revenues and expenditures for the current and forthcoming fiscal year”*

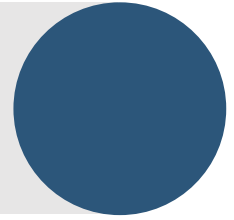


Adjusted revenue projections including one-time revenues of:

- **\$200,000** – Revenues from property taxes collected from the former Redevelopment Agency
- **\$761,000** – Sales tax “spike” due to new auto sales and delay of sales tax dollars from prior year to current fiscal year
- **\$198,793** – Grant revenue from California Dept of Transportation (CalTrans)
- **\$361,360** – Reimbursement revenue for Strike Team Responses
- **\$111,000** – Property and evidence revenue for closed police cases
- **\$145,000** – Birch Hills Golf Course rent from prior fiscal year

# ASSUMPTIONS

FY 2018-19



- No cost of living increases
- Moved paramedic related expenditures and revenues into a new fund (Fund 174)
- Reduced services related to street striping and tree trimming
- Reduced employee training
- Funded utility lifeline subsidies with the General Fund
- Transitioned staff costs from Successor Agency to the City
- Fixed Asset Replacement Program (FARP) funding of \$600,000
- Community Center Replacement funding of \$167,000



# FIVE YEAR PROJECTIONS

	(A)	(B)	(C)	(D)	(E)	(F)	(G)
	Actuals	Year End Estimate	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>Beginning Fund Balance*</b>	\$11,588,779	\$11,588,779	\$11,588,779	\$11,039,718	\$10,118,918	\$8,930,141	\$7,972,056
<b>Revenues</b>	56,438,197	56,976,269	54,370,670	55,685,877	56,970,412	58,196,507	59,382,496
<b>Expenditures</b>	55,908,936	55,270,359	54,919,732	56,606,677	58,159,189	59,154,592	60,433,613
<b>Revenue over Expenses</b>	529,261	1,705,910	(549,062)	(920,800)	(1,188,777)	(958,085)	(1,051,117)
Transfer to "Economic Uncertainty" set-aside**	(529,261)	-	-	-	-	-	-
Future City Council discussion***	-	(1,705,910)	-	-	-	-	-
<b>Ending Fund Balance</b>	\$11,588,779	\$11,588,779	\$11,039,718	\$10,118,918	\$8,930,141	\$7,972,056	\$6,920,939
<b>General Fund Reserves as a % of Total Expenditures</b>	20.73%	20.97%	20.10%	17.88%	15.35%	13.48%	11.45%

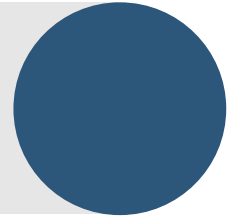
\* Excludes \$1,678,542 from revenues over expenditures for FY 2015-16 and FY 2016-17 that was set aside for economic uncertainty for future City Council discussion

\*\* Recommended the FY 2017-18 revenues over expenditure of \$529,261 be set aside for economic uncertainty for a total of \$2,207,803

\*\*\* Preliminary revenues over expenditures for FY 2018-19 pending future City Council discussion

# ASSUMPTIONS

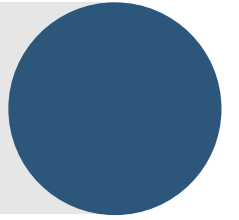
FY 2019-20



- Includes a 2% cost of living increase
- Moves TOT revenues related to new hotel from January 2020 to January 2021
- Sales tax drops from year end estimate by 3.2% due to one-time spikes anticipated in FY 2018-19
- Property taxes increase from year end estimate by 6.5%
- Fixed Asset Replacement Program (FARP) funding of \$600,000
- Community Center Replacement funding of \$167,000
- Includes updated CalPERS rate increases

# ASSUMPTIONS

FY 2020-21 to FY 2023-24



- Includes a 2% cost of living increases
- Includes full year of TOT revenue from new hotel
- Sales tax growth averages 1.5%
- Property taxes averages 4.1%
- Includes Fixed Asset Replacement Program (FARP) funding of \$600,000
- Includes Community Center Replacement funding of \$167,000
- Includes updated CalPERS rate increases

# GENERAL FUND RESERVE POLICY DISCUSSION

*February 5, 2019*

# CURRENT POLICY

*The City will maintain General Fund contingency reserves at a level at least equal to 8% to 10% of the General Fund expenditures. The specific purpose of this reserve is for (1) natural (e.g. fire, earthquake, flood) and catastrophic disasters (e.g. civil unrest, acts of terrorism, airplane crashes); and (2) normal business cycle variations (e.g. cash flow, interest earnings, economic uncertainty).*

# WHAT IS AN APPROPRIATE RESERVE POLICY LEVEL?

## Typical Response:

- Government Finance Officers Association (GFOA) Best Practices
- Rating agency guidelines
- Comparison to other cities
- Historical Trends
- Cashflow
- Gut instinct

# BACKGROUND

- Current reserve policy of 8 to 10 percent is between \$4.4 million to \$5.5 million
- The Government Finance Officers Association (GFOA) recommends that agencies have not less than two month of operating expenses.
  - *For Brea, that is equal to 16.7 percent or \$9.2 million*

# GENERAL FUND RESERVES

*Set aside in the “Economic Uncertainty” fund*

Fiscal Year	Total
FY 2015-16	\$821,053
FY 2016-17	\$857,516
FY 2017-18	\$529,261
<b>TOTAL</b>	<b>\$2,207,803</b>



# RECOMMENDATION

- Increase General Fund Reserve Policy to 25%
  - 10% Operating Reserve
  - 15% Contingency
- Prior Year revenues to remain in General Fund reserve up to 25% with the balance to be set aside for future discussion

# FIVE YEAR PROJECTIONS with Maintaining 25% Reserve Level

	(A)	(B)	(C)	(D)	(E)	(F)	(G)
	Actuals	Year End	Projected	Projected	Projected	Projected	Projected
	FY 2017-18	Estimate	Budget	Budget	Budget	Budget	Budget
		FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>Beginning Fund Balance*</b>	<b>\$11,588,779</b>	<b>\$13,796,582</b>	<b>\$13,817,589</b>	<b>\$13,268,528</b>	<b>\$12,347,728</b>	<b>\$11,158,951</b>	<b>\$10,200,866</b>
<b>Revenues</b>	56,438,197	56,976,269	54,370,670	55,685,877	56,970,412	58,196,507	59,382,496
<b>Expenditures</b>	55,908,936	55,270,359	54,919,732	56,606,677	58,159,189	59,154,592	60,433,613
Revenue over Expenses	529,261	1,705,910	(549,062)	(920,800)	(1,188,777)	(958,085)	(1,051,117)
Transfer to "Economic Uncertainty" set-aside**	(529,261)	-	-	-	-	-	-
Future City Council discussion***	-	(1,705,910)	-	-	-	-	-
<b>Transfer to Maintain 25% Reserves</b>	<b>2,207,803</b>	<b>21,007</b>	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$13,796,582</b>	<b>\$13,817,589</b>	<b>\$13,268,528</b>	<b>\$12,347,728</b>	<b>\$11,158,951</b>	<b>\$10,200,866</b>	<b>\$9,149,749</b>
<b>General Fund Reserves as a</b>							
<b>% of Total Expenditures</b>	24.68%	25.00%	24.16%	21.81%	19.19%	17.24%	15.14%

\* Excludes \$1,678,542 from revenues over expenditures for FY 2015-16 and FY 2016-17 that was set aside for economic uncertainty for future City Council discussion

\*\* Recommended the FY 2017-18 revenues over expenditure of \$529,261 be set aside for economic uncertainty for a total of \$2,207,803

\*\*\* Preliminary revenues over expenditures for FY 2018-19 pending future City Council discussion

# **CITY'S SECTION 115 TRUST THROUGH PUBLIC AGENCY RETIREMENT SERVICES (PARS)**

## **FUTURE POLICY DISCUSSION**

*February 5, 2019*

# SECTION 115 TRUST OVERVIEW

- Accumulated interest of approximately \$1 million
- CY 2018 interest is approximately \$167,000

Book Value  
**\$7 million**  
as of 12/31/18

FY 2015-16  
**\$6 million**  
Initial Contribution

- Funded by General Fund Reserves
- Established in November 2015
- Mechanism to stabilize pension rates
- Diversifies investment assets and strategies
- Maintains control and investment oversight
- Can only be used to pay CalPERS pension obligations

## SECTION 115 TRUST – POTENTIAL LIMITATIONS

- Does not directly reduce Net Pension Liability
- Assets not recognized when CalPERS sets contribution rates
- Assets can't be simply transferred to CalPERS. They must be sold at current market value
- In the event of an economic downturn, the market value of the trust portfolio is also likely to be negatively impacted

# THOUGHTS & CONSIDERATIONS

- Should Enterprise Funds be contributing to this account?

FY 2018-19 Budgeted Retirement Costs	\$10,500,000 (100%)
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Enterprise Fund Share of Retirement Costs	\$682,500 (6.5%)
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*Enterprise Funds include Urban Runoff, Water Utility, Sewer Utility, Sanitation & Street Sweeping and IT External Services*

# THOUGHTS & CONSIDERATIONS

- What should our policy be for contributing and withdrawing from this account?
- How can we utilize these funds to stabilize our CalPERS rates/costs?

**Example 1:** *Use prior year interest earnings to pay down the current year CalPERS rates*

**Example 2:** *Calculate the % increase in the CalPERS rates and apply the same % to pay down the current year CalPERS rates*

# DISCUSSION

- Council's desire to establish a policy to contribute and withdrawal funds from the City's Section 115 Trust Account



# CALENDAR



# QUESTIONS???

## City of Brea

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### COUNCIL COMMUNICATION

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 02/05/2019  
**SUBJECT:** Mandatory Commercial Organics Recycling Program (AB 1826)

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### **RECOMMENDATION**

Review report, select implementation option and provide direction

### **BACKGROUND/DISCUSSION**

California Assembly Bill AB 1826 (signed into law on September 28, 2014) requires local governments to establish and implement additional recycling programs. The purpose of this law is to achieve separation of commercial organic waste from the waste stream and diversion from landfills.

AB 1826 recycling requirements are phased in over several years and are intended to help the state meet its goal to recycle 75% of its waste by 2020. Specifically for organic waste, AB 1826 requires businesses (including non-profit and public entities) and multi-family dwelling units of five units or more meeting the following criteria to arrange for recycling services:

- Tier 1: On or after April 1, 2016, a business that generates 8 cubic yards or more of organic waste per week
- Tier 2: On or after January 1, 2017, a business that generates 4 cubic yards or more of organic waste per week
- Tier 3: On or after January 1, 2019, a business that generates 4 cubic yards or more of commercial solid waste per week

As noted, we are now in Tier 3. For Brea, there are approximately 638 businesses that fall under this category, which include all businesses from Tiers 1 and 2 as well. See Attachment 1 for full list.

Since early 2016, the City of Brea has been working diligently to adopt and implement the program. The following is a summary of prior City Council meetings that included discussion on this topic:

- February 2, 2016 – City Council adopts program, but did not include fees
- January 17, 2017 – City Council Study Session
- May 21, 2017 – City Council Study Session
- January 16, 2018 – City Council Study Session
- May 1, 2018 – City Council Meeting
- July 17, 2018 – City Council Meeting

In those meetings, staff provided information regarding two implementation fee options, Single

User “Generator” Pricing or “Sector Wide” Pricing. The following is a brief description of both for context including the most recent pricing per Republic:

**1. Single User “Generator” Pricing Option:**

Full program costs are covered by organic waste generators that subscribe to this program. Cost includes container, collection, disposal, processing, monitoring and City franchise fee. Cost does not include outreach. Since there are no general fees collected for organics, Republic will charge a business \$200 for a site visit to assess container needs. If the business signs up for organic container service of 2 cubic yards, the site visit fee will be waived.

Attachment 2 shows the proposed fees for this option along with the methodology used by Republic to calculate the fees.

**2. Sector Wide Pricing Option:**

Increase of refuse rates of 3.87% to be spread across the entire business sector. Cost includes collection, disposal, processing, monitoring, annual education and City franchise fee. Businesses that generate organics will also pay for any organic containers they may need based on the size and collection frequency.

Attachment 3 shows the methodology used to determine the proposed rate percent increase. In addition, Attachment 4 shows the proposed container fees for this option, which is limited to either 65 gallon or 2 cubic yard containers. The container fees for this option are the same as container fees for normal trash collection plus 3.87%.

The proposed rates for both options were reviewed by HF&H. HF&H concluded that both rates are reasonable given the expected operational cost by Republic to provide the service. As mentioned in a previous meeting, Option 1 participation is expected to be lower than Option 2. Hence, the cost to provide the service to a limited amount of customers results in higher individual costs. In contrast, higher participation is expected with Option 2 with comparatively lower costs. Attachment 5 shows the proposed container rates for both options side-by-side as requested by City Council at your July 17th meeting. Please recall that for either option, the cost of adding a new organics container is partially offset by the reduction in regular trash service by the proportional amount. There is more of a cost offset in Option 2. Either option meets the City's obligation under AB 1826 to have a fully implemented organics recycling program.

**CalRecycle**

City staff have been in regular contact with CalRecycle, which has been tracking Brea's progress towards implementation of the organics recycling program. In late 2017, CalRecycle issued the City a formal notice of non-compliance and requested an action plan. Staff submitted an action plan and CalRecycle stated that it would monitor progress for 1 year. CalRecycle also warned that, if City did not show substantial progress, then the City would be referred to CalRecycle's Jurisdictional Compliance Unit (JCU).

Because the City does not yet have a fully implemented organics recycling program, CalRecycle sent Mayor Parker a letter on December 14, 2018 stating that the City has been referred to JCU for additional compliance review to take place at CalRecycle's monthly meeting on February 19, 2019 (Attachment 6). Staff will provide an update to CalRecycle as a result of any action taken

at tonight's meeting.

## **Recommendation**

Staff recommends that City Council select an implementation option and take the following actions for either option:

### **Option 1: Single User Generator Pricing**

- Direct staff to prepare a contract amendment along with fee resolution and bring back to City Council for approval at upcoming meeting

### **Option 2: Sector Wide Pricing**

- Set Public Hearing for April 16, 2019 (45 day notice)
- Direct staff to mail out formal public hearing notice to all businesses
- Direct staff to prepare a contract amendment along with fee resolution and bring back to City Council for approval at such meeting

For Option 2, the approval process shall conform to Proposition 218 requirements regarding public noticing and protest vote thresholds.

## **FISCAL IMPACT/SUMMARY**

The fiscal impact will be dependent on the selected option. For Option 1 (Single User Generator), estimated direct costs of approximately \$5,000 to \$10,000 are expected to conduct public outreach and follow-up with businesses. For Option 2 (Sector Wide Pricing), all costs are included as part of the rate increase of 3.87%. Funds for City outreach efforts would come from Refuse funds. All other fees would be paid by the business sector and there will be no impact to the General Fund.

## **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Tony Olmos, Public Works Director

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## **Attachments**

Attachment 1 - Tier 3 Business List

Attachment 2 - Generator Only Rate Calculation Methodology

Attachment 3 - Sector Rate Calculation Methodology

Attachment 4 - Sector Wide Container Rates

Attachment 5 - Side by Side Container Cost

Attachment 6 - Letter from CalRecycle

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## Attachment 1

1/31/2019

Page 1 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
16424	24 HOUR FITNESS TFH000159 3YD	3	1	2	2	6
30801	2929 IMPERIAL LLC	3	2	10	5	30
130290	7-11 STORE #35718	3	1	2	2	6
21966	85C BAKERY CAFE	3	1	2	2	6
21966	85C BAKERY CAFE (COMPACTOR)	30	1		1	30
121297	99 CENT ONLY #0221	3	1	3	3	9
121295	99 CENT ONLY #0253	3	1	3	3	9
3200030	A & M ENTERPRISES	3	2	6	3	18
29708	ABD OFFICE	3	1	2	2	6
3206303	ABSOLUTE SCREENPRINT	40	1		1	40
18829	ACI SUPPLIES LLC	3	1	5	5	15
3204808	AER TECHNOLOGIES	3	3	15	5	45
3200021	AEROFLITE	3	1	5	5	15
20127	AIR TREATMENT CORPORATION	3	1	2	2	6
32707	ALBERTSONS #6141	3	1	6	6	18
32712	ALBERTSONS #8261 DOOR 129	40	1		1	40
32713	ALBERTSONS #8261 DOOR 226	40	1		1	40
3200024	ALLAN AUTOMATIC SPRINKLER	3	2	4	2	12
31481	ALRON OIL DBA	3	1	2	2	6
3200750	ALTINEX	3	2	4	2	12
3203199	ALVAREZ FAMILY PARTNERSHI	3	1	3	3	9
128647	AMADA AMERICA INC	3	2	10	5	30
1008920	AMCOR SUNCLIPSE NORTH AME	3	2	6	3	18
1365	AMERICOLD AML002114 3YD TSH	3	2	10	5	30
3200533	AMERON PROTECTIVE LININGS	3	1	3	3	9
3200034	APOLLO ELECTRIC	3	1	5	5	15
21592	APRIA HEALTH CARE	3	1	5	5	15
3200788	ARBYS RESTAURANT #6802	3	1	6	6	18
3202976	ARROW INDUSTRIES	3	2	4	2	12
3201020	ASB PROP MANAGEMENT CO	3	2	8	4	24
3200038	ASSOCIATED MACHINE	3	1	3	3	9
14915	AST SPORTSWEAR	40	1		1	40
8000309	B OF A CA7-701 3YD	3	2	10	5	30
8000310	B OF A CA7-701 40YD COMP	40	1		1	40
24107	B&A HEALTH PRODUCTS INC	3	1	3	3	9
47802	BAKER FURNACE	3	2	2	1	6
3203068	BALLARD & TIGHE	3	1	2	2	6
40276	BECKMAN COULTER-30YD PKR	30	1		1	30
3202165	BECKMAN COULTER-TRSH	3	1	5	5	15
3200812	BERRY TOWN CENTER	3	2	4	2	12
3207310	BEST BUY 1701 3YD FL	3	2	10	5	30
3200988	BEVERAGES & MORE	3	1	2	2	6
3200597	BIG O TIRE	3	1	2	2	6

## Attachment 1

1/31/2019

Page 2 of 15

## Tier 1, 2 and 3

Account	Name	Container	Container	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
		Size	Qty			
35884	BIRCH CORPORATE CENTER	3	2	6	3	18
39999	BIRCH HILLS GOLF COURSE	3	2	6	3	18
22087	BIRCH HILLS HOUSING PARTNERS	3	6	12	2	36
3200406	BIRCH STREET PROPERTIES LLC	3	3	9	3	27
3203076	BIRCHLANE HOME OWNERS	3	1	2	2	6
3203076	BIRCHLANE HOME OWNERS	3	1	2	2	6
3200768	BIRCHTREE HOA	3	4	4	1	12
3200553	BIRCHVIEW BREA HOA	3	2	4	2	12
3200053	BIRCHWOOD EAST	3	4	8	2	24
3200223	BIRCHWOOD VILLAGE	3	28	56	2	168
3200638	BJ'S RESTAURANTS, INC #412	3	2	14	7	42
1001672	BLAINE CONVENTION SERVICES	40	1		1	40
1024539	BONTERRA APARTMENTS	3	9	18	2	54
1013403	BPI BREA LLC	3	1	5	5	15
3203080	BPI BREA LLC	3	2	14	7	42
3203080	BPI BREA LLC	3	3	21	7	63
3203080	BPI BREA LLC	3	1	7	7	21
3203080	BPI BREA LLC	3	4	28	7	84
3203080	BPI BREA LLC	3	1	4	4	12
3201026	BREA AUTOBODY	3	2	2	1	6
3203084	BREA BUSINESS CENTER	3	1	3	3	9
3203084	BREA BUSINESS CENTER	3	2	2	1	6
3206989	BREA C STORE & GAS	3	1	3	3	9
3207578	BREA CANYON VILLAS CONDO	3	8	8	1	24
1018565	BREA CAR WASH AND AUTO SPA	3	1	2	2	6
1020977	BREA CENTRAL BUSINESS PARK	3	2	6	3	18
3205628	BREA CENTRAL LLC	3	2	10	5	30
17519	BREA CENTRAL PLAZA	3	1	6	6	18
3202553	BREA CITY HALL	3	2	10	5	30
3202553	BREA CITY HALL	3	1	5	5	15
3200090	BREA CONGREGATIONAL	3	1	2	2	6
3203093	BREA CORP PARK	3	2	10	5	30
3203093	BREA CORP PARK	3	1	5	5	15
3203093	BREA CORP PARK	3	2	10	5	30
3203093	BREA CORP PARK	3	1	5	5	15
24312	BREA CREEK GC BCG000BRE 3YD TR	3	2	2	1	6
3200840	BREA DOWNTOWN	3	2	10	5	30
3200841	BREA DOWNTOWN	3	1	14	14	42
3204643	BREA DOWNTOWN	1.5	1	5	5	7.5
47136	BREA DOWNTOWN - COMP	40	1		1	40
3202251	BREA DOWNTOWN-TRSH	40	1		1	40
3200786	BREA FOUR SQUARE CHURCH	3	1	3	3	9
8000197	BREA MALL 34YD CMP TRA001	35	1		1	35

## Attachment 1

1/31/2019

Page 3 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
8000200	BREA MALL 34YD CMP TRA002	35	1		1	35
8000196	BREA MALL 34YD CMP TRA003	35	1		1	35
8000199	BREA MALL 34YD CMP TRA004	35	1		1	35
8000198	BREA MALL 35YD CMP TRA005	35	1		1	35
3206793	BREA MEDICAL CENTER	3	1	3	3	9
3200766	BREA METRO LLC	3	1	5	5	15
3200646	BREA NORTHPOINT	3	1	2	2	6
32297	BREA OFFICE PORTFOLIO LLC	3	1	5	5	15
32298	BREA OFFICE PORTFOLIO LLC	3	1	5	5	15
32299	BREA OFFICE PORTFOLIO LLC	3	3	15	5	45
32301	BREA OFFICE PORTFOLIO LLC	3	3	15	5	45
3203091	BREA OLINDA SCHOOL DIST	3	3	15	5	45
3203091	BREA OLINDA SCHOOL DIST	3	2	10	5	30
3203091	BREA OLINDA SCHOOL DIST	3	2	10	5	30
3203091	BREA OLINDA SCHOOL DIST	3	2	10	5	30
3203091	BREA OLINDA SCHOOL DIST	3	4	20	5	60
3203091	BREA OLINDA SCHOOL DIST	3	2	10	5	30
3203091	BREA OLINDA SCHOOL DIST	3	2	10	5	30
3203091	BREA OLINDA SCHOOL DIST	3	3	18	6	54
3203091	BREA OLINDA SCHOOL DIST	3	3	15	5	45
42089	BREA PLAZA	3	1	2	2	6
3203095	BREA PLAZA	3	4	20	5	60
3200094	BREA POST OFFICE	3	1	3	3	9
3200194	BREA RANCH PROPERTIES	3	3	9	3	27
3205832	BREA REDEVELOPEMENT AGENC	3	1	2	2	6
3203086	BREA TOWERS C LTD	3	1	5	5	15
3203086	BREA TOWERS C LTD	3	1	3	3	9
3203087	BREA TOWERS C LTD #D	3	1	2	2	6
3203087	BREA TOWERS C LTD #F	3	1	2	2	6
3203087	BREA TOWERS C LTD #F	3	1	2	2	6
3203087	BREA TOWERS C LTD #K	3	1	2	2	6
3200139	BREA TOWERS OFFICES 1	3	1	2	2	6
3204502	BREA TOWING LLC	3	1	2	2	6
15034	BREA UNION PLAZA	3	2	12	6	36
15034	BREA UNION PLAZA	3	3	18	6	54
15034	BREA UNION PLAZA	3	2	12	6	36
15034	BREA UNION PLAZA	3	1	2	2	6
15034	BREA UNION PLAZA	3	1	2	2	6
3200940	BREA UNION PLAZA II LLC	3	2	12	6	36
3200115	BREA WOODS APTS	3	2	10	5	30
3200069	BREAL INC	3	1	2	2	6
1024420	BREAS BEST BURGERS	3	1	4	4	12
3200076	BREA-U-STORE	3	1	2	2	6



## Attachment 1

1/31/2019

Page 4 of 15

## Tier 1, 2 and 3

Account	Name	Container	Container	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
		Size	Qty			
3207311	BREITBURN ENERGY CO LLC	3	1	2	2	6
3202932	BRIAN JACOBS	2	1	2	2	4
1018525	BRISTOL INDUSTRIES	40	1		1	40
8000058	BUCA DI BEPPO BDB000002 3Y TRS	3	3	6	2	18
3203123	C H W PROPERTY LLC	3	1	2	2	6
3207180	C R BREA LLC	3	3	9	3	27
3207182	C R BREA LLC	3	3	9	3	27
3205163	CABO GRILL	3	1	3	3	9
1015123	CALIFORNIA BP LLC	3	1	4	4	12
3200124	CANYON PINES W/O 24181	3	8	16	2	48
17701	CAPRIANA	3	2	6	3	18
42382	CARL'S JR#1100305	3	1	6	6	18
37712	CCC CORNER STONE LLC	3	1	2	2	6
3200803	CEDAR CREEK INN	3	2	12	6	36
3200491	CHASE SUITES	3	1	6	6	18
8000131	CHEESECAKE FACTORY CHF000088 C	40	1		1	40
25377	CHEVRON CVN090786 3YD TRASH	3	1	3	3	9
39865	CHIPOTLE MEXICAN GRILL #1306	3	2	6	3	18
3200631	CHOICE BURGERS	3	1	3	3	9
3200134	CHRIST LUTHERAN CHURCH	3	1	5	5	15
3207584	CIRCLE K/PETRO-LINK INC	3	1	4	4	12
3204895	CITY LIFE	3	1	2	2	6
3202553	CITY OF BREA	3	1	3	3	9
3202553	CITY OF BREA	3	2	6	3	18
3202553	CITY OF BREA	3	3	6	2	18
3202553	CITY OF BREA	3	2	12	6	36
3202553	CITY OF BREA	3	1	5	5	15
3202553	CITY OF BREA	3	1	2	2	6
3202553	CITY OF BREA	3	1	3	3	9
3202553	CITY OF BREA	3	2	6	3	18
3202553	CITY OF BREA	3	2	6	3	18
3206325	CITY OF BREA	3	1	2	2	6
3202553	CITY OF BREA	3	3	18	6	54
23480	CITY OF BREA - SWEEP DEBRIS	30	1		1	30
3202142	CITY OF BREA-TRSH	15	1	4	4	60
3202145	CITY OF BREA-TRSH	30	1	2	2	60
3207215	CITY WALK CORPORATION	3	2	4	2	12
3207215	CITY WALK CORPORATION	3	2	4	2	12
1018510	CLAIM JUMPER	3	2	8	4	24
3200431	CLARENCE PERR	3	1	3	3	9
3207337	CMP INDUSTRIES INC	3	1	2	2	6
3204318	COCOS #122	3	1	4	4	12
3200137	COLYEAR DEV CORP	3	1	5	5	15

## Attachment 1

1/31/2019

Page 5 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
1023459	COMFY HOUSE FOODS	3	1	2	2	6
3200251	COMMERCIAL EQUITIES	3	2	10	5	30
1013819	COSCO FIRE PROTECTION	3	1	2	2	6
1013819	COSCO FIRE PROTECTION	3	2	4	2	12
3200144	COUNTRY HILLS APTS	3	11	22	2	66
3200145	COUNTRY ROADS HOA	3	3	9	3	27
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	3	1	2	2	6
3203015	COUNTRY WOODS	2	1	2	2	4
3203015	COUNTRY WOODS	2	1	2	2	4
38422	COYLE REPRODUCTIONS	3	4	12	3	36
1018268	CREATE A PARTY RENTAL	3	1	2	2	6
1018663	CROWNE PROPERTIES	3	2	6	3	18
3200544	CYNTHIA FOSTER/SCHWIER	3	1	3	3	9
3200156	DAVID N SCHULTZ INC	3	1	3	3	9
30491	DC ENVIRONMENTAL	3	1	3	3	9
30493	DC ENVIRONMENTAL	3	1	3	3	9
125394	DC ENVIRONMENTAL	3	1	5	5	15
125394	DC ENVIRONMENTAL	3	1	5	5	15
125394	DC ENVIRONMENTAL	3	1	3	3	9
34109	DC ENVIRONMENTAL	3	1	3	3	9
21176	DIVERSIFIED COMMUNICATIONS	3	2	6	3	18
3200409	DR JEROME KRUEGER	3	1	3	3	9
3202386	DRESS BARN #273	3	1	2	2	6
129676	DSW INC DSW029437 3YD TRASH	3	1	3	3	9
3200346	DUAL GRAPHICS	3	3	15	5	45
3203044	E E VAN DORN	3	1	4	4	12
3203044	E E VAN DORN	3	1	3	3	9
3200170	EAST POINT VILLAGE HOA	3	3	9	3	27
40783	ECONO AIR	40	1		1	40
3200176	EL POLLO LOCO #5767	3	1	8	8	24
8000123	EL TORITO 7141 3YD	3	1	4	4	12
3200179	EMBASSY SUITES	3	1	4	4	12
3200178	EMERGENCY AMBULANCE	3	1	2	2	6
3204835	ERIK B PRICE	3	1	2	2	6

## Attachment 1

1/31/2019

Page 6 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3203862	EVANGELICAL CHRISTIAN	3	3	9	3	27
3202684	EVANGELICAL CHRISTIAN	3	5	15	3	45
46561	EVGA CORP	3	1	5	5	15
23487	EXTENDED STAY AMERICA #9618	3	2	10	5	30
126251	EXTRA EXPRESS	3	2	2	1	6
3204670	EXTREME CLEAN	3	2	6	3	18
3200907	FACILITIES PROTECTION SYS	3	1	2	2	6
35308	FADAL ENGINEERING LLC	3	1	2	2	6
3200658	FAMILY RESOURCE MINSTRY	3	1	5	5	15
3202929	FAMOUS BURGERS	3	1	2	2	6
45302	FARMER BOYS RESTAURANT	3	1	5	5	15
15179	FIELD SOURCE FOOD SYSTEMS	3	1	3	3	9
3200188	FIRESTONE STORES	3	1	2	2	6
27384	FLEXFIT LLC	3	2	2	1	6
3200499	FLOWER ST APTS	3	1	2	2	6
3206298	FOXLINK INTERNATIONAL	3	1	2	2	6
1014128	FRATELLINOS ITALIAN RESTAURANT	3	2	6	3	18
3207385	FRIENDS COMMUNITY CHURCH	3	1	2	2	6
1020424	FULFILLMENT CORP OF AMERICA	3	1	2	2	6
8000086	GARDENS AT BREA EAL000304	3	2	8	4	24
1025319	GATEWAY THE	3	1	6	6	18
1025319	GATEWAY THE	3	1	3	3	9
1025319	GATEWAY THE	3	1	6	6	18
1025319	GATEWAY THE	3	2	12	6	36
1025319	GATEWAY THE	3	1	3	3	9
1025319	GATEWAY THE	3	1	5	5	15
1025319	GATEWAY THE	3	1	7	7	21
1025319	GATEWAY THE	3	1	3	3	9
1025319	GATEWAY THE	3	1	5	5	15
1025319	GATEWAY THE	3	1	4	4	12
1025319	GATEWAY THE	3	1	6	6	18
1025319	GATEWAY THE	3	1	3	3	9
1025319	GATEWAY THE	3	1	6	6	18
30224	GOLDEN DELTA ENTERPRIZES	3	1	2	2	6
3200201	GOLDEN GATE BAPTIST SEM	3	1	2	2	6
20045	GOODRICH CORPORATION	3	2	10	5	30
3205284	GOODWILL INDUSTRIES OF OC	3	2	10	5	30
44861	GREEN TOMATO GRILL	3	1	2	2	6
3207100	GRIFFITH COMPANY	3	1	2	2	6
127011	GUITAR CENTER	3	2	4	2	12
3200827	HAIMIN INTERNATIONAL	3	1	2	2	6
129439	HAND AND NAIL HARMONY	3	1	3	3	9
1021262	HAND AND NAIL HARMONY	3	2	10	5	30

## Attachment 1

1/31/2019

Page 7 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3200506	HARBOR TRUCK BODY	3	2	10	5	30
3200923	HATCH CONTRACTING	3	1	2	2	6
26420	HBT LABS INC	3	1	2	2	6
21779	HHJ INC	3	1	2	2	6
3200213	HIGHLAND PINETREE LTD	3	8	16	2	48
3200730	HOLLYDALE MHP	3	2	2	1	6
3200212	HOLT PROPERTIES	3	4	12	3	36
8000097	HOME DEPOT HMD001072 COMP 4	40	1		1	40
23148	HOMEGOODS 0626 40YD C TRASH	40	1		1	40
3204009	HOPE & ALLEN STAFFORD	3	1	2	2	6
3204016	HOPE & ALLEN STAFFORD	3	1	2	2	6
3202213	HOT DOGGER TOURS-TRSH *M/L*	30	1		1	30
3202148	IAC INDUSTRIES-TRSH	30	1		1	30
3202983	ICE HOLDINGS LLC	3	1	6	6	18
3202983	ICE HOLDINGS LLC	3	2	4	2	12
3202983	ICE HOLDINGS LLC	3	1	3	3	9
3202983	ICE HOLDINGS LLC	3	1	3	3	9
3202983	ICE HOLDINGS LLC	3	2	6	3	18
3202983	ICE HOLDINGS LLC	3	1	4	4	12
3202983	ICE HOLDINGS, LLC	3	2	4	2	12
3202983	ICE HOLDINGS, LLC	3	2	4	2	12
3202983	ICE HOLDINGS, LLC	3	1	3	3	9
3202983	ICE HOLDINGS, LLC	3	2	6	3	18
3202983	ICE HOLDINGS, LLC	3	1	3	3	9
31563	IHOP #3480	3	1	3	3	9
3203013	IMAGE SYSTEMS	3	3	3	1	9
38438	IMAGINE DISPLAYS INC	2	1	2	2	4
3204583	IMPERIAL CAL PRODUCTS	3	3	6	2	18
3206376	IMPERIAL WEST	3	11	22	2	66
1011805	INDUSTRIAL THREADED PRODUCTS	3	1	5	5	15
1013748	INTELEX ENTERPRISES	3	2	10	5	30
18975	ISLANDS RESTAURANT #011	3	2	6	3	18
40499	J GOOD-IN INC	3	1	3	3	9
3203055	JACK C CHOU	3	1	3	3	9
3203055	JACK C CHOU	3	1	3	3	9
3204382	JACK IN THE BOX #3251	3	1	4	4	12
3203727	JADE PRODUCTS *M/L*	30	1		1	30
3200216	JAMES E HUNDLEY	3	1	2	2	6
29891	JC PENNEY #2648	40	1		1	40
3200236	JERRY AGRUSA	3	2	2	1	6
21609	JH OBRIAN LANDSCAPING & MAINT	3	1	4	4	12
3200229	JIM C MASONER	3	1	2	2	6
3200231	JOHN CASTANIS	3	1	3	3	9

## Attachment 1

1/31/2019

Page 8 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3200823	JOHNSTON ENTERPRISES	3	2	4	2	12
122000	JP MORGAN JPM142467	3	1	2	2	6
3204032	K P R S CONSTRUCTION	3	2	4	2	12
3202032	KAISER COMPOS CORP-TRSH	30	1		1	30
121656	KAISER FOUNDATION HEALTH PLAN	3	2	10	5	30
3200260	KAN LEUNG	3	1	2	2	6
1008053	KANEX	3	2	2	1	6
3200242	KAPCO	3	1	2	2	6
3202851	KAPCO	3	2	6	3	18
3207368	KAPCO KIRKHILL AIRCRAFT	3	1	2	2	6
8000275	KINDRED BREA 3YD	3	5	30	6	90
8000276	KINDRED BREA 3YD	3	3	9	3	27
3202276	KIRKHILL RUBBER-TRSH 40YC	40	1		1	40
35538	KYOTO BUFFET & GRILL	3	1	5	5	15
3200247	LA CASA BREA APTS	3	4	8	2	24
3200250	LA PAZ PRODUCT INC	3	2	4	2	12
42085	LAMBERT BREA LLC	3	1	2	2	6
3200806	LAMBERT GAS INC	3	1	2	2	6
3205328	LAMPS PLUS LPL000023 3YD TRASH	3	1	2	2	6
3204919	LASCARI'S GRILL	3	1	4	4	12
13214	LAZY DOG RESTAURANT	3	3	12	4	36
126673	LB PROPERTY MANAGEMENT	3	1	2	2	6
1019329	LBA REALTY	3	2	10	5	30
37581	LEDCONN	3	1	2	2	6
3203999	LIFE SCIENCE OUT SOURCING	3	1	5	5	15
3206154	LIFEWAY CHRISTIAN STORES	3	1	2	2	6
3039	LINN OPERATING INC	3	3	6	2	18
1012761	LIVING HOPE COMMUNITY CHURCH	3	2	2	1	6
3204707	LOTUS LABEL	3	3	15	5	45
3203057	LOU MISTERLY BROKERAGE	3	1	2	2	6
3203056	LOU PUCCIO	3	1	2	2	6
3203056	LOU PUCCIO	3	1	2	2	6
3203056	LOU PUCCIO	3	1	2	2	6
3203056	LOU PUCCIO	3	2	4	2	12
3202060	LOUIS & CO-TRSH *M/L*	30	2		1	60
3203054	LOUIS PUCCIO	3	3	6	2	18
3203054	LOUIS PUCCIO	3	1	2	2	6
3203054	LOUIS PUCCIO	3	1	2	2	6
3203054	LOUIS PUCCIO	3	2	4	2	12
3200278	LOWE ENTERPRISES	3	2	10	5	30
3200214	LUCILLES SMOKEHOUSE BBQ	3	3	15	5	45
3200653	LUNGSAL INTERNATIONAL INC	3	1	2	2	6
3207611	MACYS MCY000524A 40YD COMP	40	1		1	40

## Attachment 1

1/31/2019

Page 9 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3207583	MACYS MCY000524B 40YD COMP	40	1		1	40
3200641	MAGIC CARPET	3	2	4	2	12
13070	MANLEY FANITCOLA HOLDINGS LLC	3	1	3	3	9
13098	MANLEY FANTICOLA HOLDINGS LLC	3	1	2	2	6
3200284	MAPLEWOOD APTS	3	4	8	2	24
3203630	MARSHBURN FAMILY TRUST	3	1	3	3	9
3203059	MC BRIDE & ASSOC	3	2	4	2	12
3203059	MC BRIDE & ASSOC	3	1	2	2	6
3207552	MC DONALDS OF BREA	3	1	2	2	6
35880	MC DONALDS OF BREA	3	1	4	4	12
3200285	MCBRIDE & ASSOC	3	7	14	2	42
3203611	MEDELA-BREA	3	1	5	5	15
3200752	MEDIA BLAST & ABRASIVE	3	1	5	5	15
3200297	MEMORY GARDEN MEMORIAL	3	2	6	3	18
3200294	MERCURY CASUALTY CO	3	3	15	5	45
3207042	MICHAELS 2111 3YD TRASH	3	1	3	3	9
3203061	MID VALLEY MANAGEMENT	3	3	9	3	27
3203061	MID VALLEY MANAGEMENT	3	2	6	3	18
3203061	MID VALLEY MANAGEMENT	3	4	12	3	36
3203094	MJD INVESTMENT	3	1	6	6	18
3200305	MJD INVESTMENTS	3	1	6	6	18
3200572	MKT INNOVATIONS	3	1	2	2	6
1014153	MOBILEISTIC	3	1	2	2	6
1016782	MONTEREY PINES APT LLC	3	3	9	3	27
3204731	MORSE INDUSTRIES	3	1	2	2	6
1019604	MOTHERS MARKET & KITCHEN	3	2	12	6	36
1024396	MOXA AMERICAS INC	3	1	3	3	9
3203055	MR JACK C CHOU	3	1	3	3	9
3203055	MR JACK C CHOU	3	1	3	3	9
79	MRS GOOCH'S NATURAL FOOD MAF	3	2	12	6	36
3205843	N GLANTZ & SON	3	2	6	3	18
127894	NACHIMBAN CHURCH	3	1	2	2	6
40715	NAUTILUS HYOSUNG AMERICA	3	2	4	2	12
3207146	NCL SECURITY LLC	3	1	2	2	6
3204327	NEVELL GROUP	3	2	4	2	12
128718	NICHE WEBSTORES INC	2	1	2	2	4
3200314	NIETO & SONS TRUCKING	3	1	2	2	6
2152	NORDSTROM NRD000321 3YD	3	2	8	4	24
3384	NORDSTROM NRD000329 40YC TRA	40	1		1	40
3206845	NORTH HILLS CHURCH	3	1	2	2	6
3200316	NORTH SOUTH MACHINERY	3	1	3	3	9
3206970	NVC LOGISTICS GROUP	3	1	4	4	12
23139	OLD NAVY #6063	3	1	3	3	9

## Attachment 1

1/31/2019

Page 10 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3207227	OLEN POINTE BREA	3	2	10	5	30
3202074	OLEN POINTE BREA -TRSH	40	1		1	40
3203064	OLEN PROPERTIES CORP	3	1	3	3	9
3203064	OLEN PROPERTIES CORP	3	1	3	3	9
3203064	OLEN PROPERTIES CORP	3	1	3	3	9
3203064	OLEN PROPERTIES CORP	3	2	8	4	24
3200326	OLIVE GARDENS REST #1103	3	3	18	6	54
3200644	OUTBACK STEAK HOUSE	3	2	6	3	18
3200557	P K BURGERS & SUBS	3	1	2	2	6
3204872	PACIFIC ARCHITECTURE	3	1	5	5	15
3202966	PACIFIC INDUSTRIAL	3	1	2	2	6
3200705	PACIFIC PLASTICS	3	3	18	6	54
3203066	PACIFIC QUALITY PACKAGE	3	1	5	5	15
3203066	PACIFIC QUALITY PACKAGE	3	1	3	3	9
3200811	PACIFIC WEST ASSET MGT	3	1	3	3	9
3200886	PACIFIC WESTERN NATL BANK	3	1	2	2	6
3203030	PALM INDUSTRIAL	3	1	3	3	9
3203030	PALM INDUSTRIAL	3	2	8	4	24
3203030	PALM INDUSTRIAL	3	1	2	2	6
3203030	PALM INDUSTRIAL	3	1	2	2	6
3203030	PALM INDUSTRIAL	3	1	2	2	6
3203030	PALM INDUSTRIAL	3	1	3	3	9
3203021	PARK LAMBERT ASSOC LLC	3	2	10	5	30
3203021	PARK LAMBERT ASSOC LLC	3	2	10	5	30
3206769	PARKS & MCBRIDE	3	2	6	3	18
3206769	PARKS & MCBRIDE	3	2	6	3	18
1011653	PARTY CITY #566	3	1	6	6	18
3200337	PAUL MUNROE ENERTECH	3	1	5	5	15
3200337	PAUL MUNROE ENERTECH	3	1	5	5	15
3200338	PAWLACK TILE	3	1	2	2	6
3202407	PEEKAY	2	1	2	2	4
3200782	PEPE'S MEXICAN FOOD	3	1	2	2	6
3200958	PEPERTREE RANCH	3	1	2	2	6
3202082	PETERSON BRO CNST CO-TRSH*M/L	30	1		1	30
3203067	PHILIP CHING	3	1	2	2	6
3203067	PHILIP CHING	3	1	2	2	6
3203896	PIEDMONT OFFICE REALTY TR	3	2	6	3	18
127484	PIER ONE IMPORTS 545	3	1	3	3	9
3207415	PK MANAGEMENT COMPANY	3	1	2	2	6
3207416	PK MANAGEMENT COMPANY	3	1	2	2	6
3204246	PLUMBING WHOLESALE OUTLET	3	1	2	2	6
3202396	POLING FAM LTD PARTNER	3	1	2	2	6
3200548	POPLAR VILLAGE APTS	3	2	4	2	12

## Attachment 1

1/31/2019

Page 11 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
14405	POWER PROBE	3	1	5	5	15
3200295	PREFERRED REAL ESTATE MGM	3	4	8	2	24
3204485	PRICISE INDUSTRIES	3	2	10	5	30
3205362	PUBLIC STORAGE PUB024522	3	2	2	1	6
3203070	PUCCIO PROPERTIES	3	4	8	2	24
3203070	PUCCIO PROPERTIES	3	2	2	1	6
36332	PWS PRODUCTS *COMPACTOR*	40	1		1	40
31223	QUEST / PETSMART # 1319	3	2	6	3	18
3200632	R & V PARTNERSHIP	3	2	6	3	18
3206812	R DEUTHSCMAN ASSOC.	3	2	8	4	24
3203072	RAINTREE APT BRKS/#19/ REF 2	3	1	3	3	9
3203072	RAINTREE APT CRTS/#30/ REF 6	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#23/REF 2	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#24/REF 3	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#25/REF 4	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#27/REF 5	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#28/REF 6	3	1	3	3	9
3203072	RAINTREE APT FNTNS/#47/REF 7	3	1	3	3	9
3203072	RAINTREE APTS ARB/#10/REF 5	3	1	3	3	9
3203072	RAINTREE APTS ARB/#11/REF 6	3	1	3	3	9
3203072	RAINTREE APTS ARB/#12/REF 7	3	1	3	3	9
3203072	RAINTREE APTS ARB/#13/REF 8	3	1	3	3	9
3203072	RAINTREE APTS ARB/#14/REF 9	3	1	3	3	9
3203072	RAINTREE APTS ARB/#15/REF 10	3	1	3	3	9
3203072	RAINTREE APTS ARB/#16/REF 11	3	1	3	3	9
3203072	RAINTREE APTS ARB/#17/REF 12	3	1	3	3	9
3203072	RAINTREE APTS ARB/#3/REF 1	3	1	3	3	9
3203072	RAINTREE APTS ARB/#4/ REF 2	3	1	3	3	9
3203072	RAINTREE APTS ARB/#5/REF 3	3	1	3	3	9
3203072	RAINTREE APTS ARB/#9/REF 4	3	1	3	3	9
3203072	RAINTREE APTS BRKS/#18/REF 1	3	1	3	3	9
3203072	RAINTREE APTS BRKS/#20/REF 3	3	1	3	3	9
3203072	RAINTREE APTS BRKS/#21/REF 4	3	1	3	3	9
3203072	RAINTREE APTS BRKS/#26/REF 5	3	1	3	3	9
3203072	RAINTREE APTS BRKS/#29/REF 6	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#2/REF 1	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#32/REF 7	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#6/REF 2	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#7/REF 3	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#8/REF 4	3	1	3	3	9
3203072	RAINTREE APTS CRTS/#9/REF 5	3	1	3	3	9
3203072	RAINTREE APTS FNTS/#1/REF 1	3	1	3	3	9
24219	RALPHS KRG0192RL 3YD TRASH	3	2	6	3	18



## Attachment 1

1/31/2019

Page 12 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
1004284	RANCHO BREA MOBILE HOME ESTA	3	7	21	3	63
3200386	RED LOBSTER #510	3	1	3	3	9
3207531	REDHAWK PROPERTIES	3	1	2	2	6
35029	REGAL ENTERTAINMENT	40	1		1	40
3205287	REGENCY CENTERS, LP	3	2	12	6	36
3205288	REGENCY CENTERS, LP	3	1	3	3	9
3205289	REGENCY CENTERS, LP	3	1	4	4	12
3205291	REGENCY CENTERS, LP	3	1	6	6	18
3205292	REGENCY CENTERS, LP	3	1	4	4	12
3200388	REGENCY MOTEL	2	1	2	2	4
46223	REGENCY VILLAGE AT LA FLORES	30	1		1	30
3203799	RELIABLE AUTOMATIC SPRKLR	3	2	10	5	30
4913	RGC GLASS CORP	3	1	2	2	6
1011888	ROSS STORE#1392	40	1		1	40
3207309	RR/TOYS/ BABIES R US	40	1		1	40
27462	RUBICON / WALMART 2523	40	1		1	40
3200402	RUDOLPH INTERNATIONAL	3	1	2	2	6
3205653	S & F INTERIOR DESIGN	3	1	2	2	6
3200872	S & S FLAVORS	3	2	8	4	24
3200604	S C HYDRAULIC ENGINEERING	3	1	2	2	6
3207082	SATURN INDUSTRIAL CENTER	3	2	2	1	6
18386	SCHULTZ RADGINSKI RENTALS LLC	2	2	2	1	4
3206159	SEARS SHC001638 40YD COMP	40	1		1	40
3207347	SEARS SHC007438	3	1	3	3	9
3206384	SECURITY PUBLIC STORAGE	3	1	3	3	9
3200629	SEELEY BROS	3	3	15	5	45
1021104	SENYX LLC	3	1	2	2	6
3200397	SEVEN ELEVEN #18838	3	1	4	4	12
3200017	SEVEN ELEVEN #14009	3	1	2	2	6
21518	SHARPER IMAGE COLLISION	3	1	3	3	9
17539	SHAWNA YAMMAMOTO EVENT DES	3	1	2	2	6
3200208	SHEILA HAMILTON	3	3	3	1	9
1014316	SIGLER WHOLESALE DISTRIBUTORS	30	1		1	30
1014315	SIGLER WHOLESALE DISTRIBUTORS	3	4	12	3	36
3200407	SIGMA ENTERPRISES	3	4	8	2	24
26073	SJH APARTMENTS LLC	3	1	3	3	9
3200132	SKYVIEW TERRACE HOA	3	2	4	2	12
28147	SLM / GARDEN FRESH #0012	3	1	6	6	18
3206678	SOUTH BREA LOFTS HOA	3	2	4	2	12
3206705	SOUTH BREA LOFTS HOA	3	4	8	2	24
3200254	SOUTHERN STEEL BREA CTR	3	6	12	2	36
3207201	SOUTHLAND CHURCH INTERNAT	3	1	2	2	6
3200511	SPAN-O-MATIC	3	1	2	2	6

## Attachment 1

1/31/2019

Page 13 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3205706	SPEED SOLUTION INTNL	3	1	5	5	15
124987	SPINAKE COATING *M/L*	30	1		1	30
36408	SPROUTS	40	1		1	40
3202154	SPX COOLING TECH - RECOLD	3	6	6	1	18
3200414	ST ANGELA MERCI - CHURCH	3	1	5	5	15
47762	ST ANGELA MERCI - SCHOOL	3	1	3	3	9
3206917	ST JUDE MEDICAL CENTER	3	2	10	5	30
1010555	STAPLES 0524 FL3P	3	1	2	2	6
33756	STARBUCKS 2928	3	1	6	6	18
123862	STATE COLLEGE BREA, LLC	3	3	9	3	27
123862	STATE COLLEGE BREA, LLC	3	1	3	3	9
3203252	STOLO CABINETS INC-TRSH *M/L*	30	2		1	60
1018862	STRATEGIC ENLACE INC	3	1	2	2	6
1017602	SUBWAY	3	1	2	2	6
3200773	SUNNY HILLS MANAGEMENT CO	3	4	12	3	36
3200889	SUNON INC	3	1	2	2	6
3202159	SUZUKI MOTOR CO-TRSH	40	1		1	40
3200464	SUZUKI MOTOR OF AMERICA INC	3	10	50	5	150
3203097	TAMARACK MAINTENANCE ASSO	3	1	3	3	9
3203097	TAMARACK MAINTENANCE ASSO	3	2	6	3	18
3203097	TAMARACK MAINTENANCE ASSO	3	1	5	5	15
3200624	TAMARACK POINTE VILLAS	3	4	8	2	24
3200224	TAMARACK WOODS APTS	3	6	18	3	54
3200857	TAPS FISH HOUSE & BREWERY	3	1	4	4	12
840	TARGET TGT002482 35YD COMP	35	1		1	35
3203647	TAURUS TERMITE INC	3	1	3	3	9
3200789	TAYLOR PROPERTIES INC	3	3	6	2	18
3202377	TECHNOVATIVE APPLICATIONS	3	1	2	2	6
1003329	TGI FRIDAYS	3	2	6	3	18
3206791	THE CAUSE COMMUNITY CHURC	3	2	4	2	12
3200898	THE HAT	3	1	7	7	21
3200956	THE MOBILITY SPECIALIST	3	1	2	2	6
1014188	THE POINTS APTS	40	1		1	40
1007871	THE RESERVE OWNERS ASSOCIATIO	3	6	12	2	36
3200426	THOMAS AIR CONDITION	3	1	2	2	6
130038	TIANS INTERNATIONAL INC	3	1	2	2	6
3206410	TIME WARNER CABLE	3	1	3	3	9
3204278	TJ MAXX #0654	3	1	5	5	15
3205901	TNT SELF STORAGE MGMT	3	1	2	2	6
3200998	TOMLINSON & SONS	3	4	8	2	24
3200429	TOMLINSON ENTERPRISES	3	1	5	5	15
3200430	TOMLINSON ENTERPRISES	3	15	30	2	90
3201018	TOMLINSON TRUST	3	1	2	2	6

## Attachment 1

1/31/2019

Page 14 of 15

## Tier 1, 2 and 3

Account	Name	Container Size	Container Qty	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
3206378	TONNER HILLS	3	2	2	1	6
1003329	TOTAL WINE AND MORE	3	1	4	4	12
3200696	TOWN & COUNTRY APTS	3	12	24	2	72
3202983	TRADER JOES	3	2	12	6	36
3202900	TRANSPACIFIC MGMT	3	7	14	2	42
1020977	TRANSWESTERN	3	1	2	2	6
1020977	TRANSWESTERN	3	1	2	2	6
1020977	TRANSWESTERN	3	2	4	2	12
1020977	TRANSWESTERN	3	1	3	3	9
1020977	TRANSWESTERN	3	1	2	2	6
1020977	TRANSWESTERN	3	1	2	2	6
1020977	TRANSWESTERN	3	1	2	2	6
1020977	TRANSWESTERN	3	3	6	2	18
1020977	TRANSWESTERN	3	1	3	3	9
3200896	TRI SPAN *BREA	3	1	2	2	6
3203081	TRICO REALTY INC	3	1	2	2	6
3203081	TRICO REALTY INC	3	1	2	2	6
3203081	TRICO REALTY INC #G	3	2	4	2	12
3203079	TRICO REALTY INVESTORS	3	2	4	2	12
3203079	TRICO REALTY INVESTORS	3	1	2	2	6
3203082	TRICO REALTY INVESTORS	3	1	2	2	6
3203082	TRICO REALTY INVESTORS	3	2	4	2	12
3203079	TRICO REALTY INVESTORS #D	3	1	2	2	6
3203079	TRICO REALTY INVESTORS #H	3	1	2	2	6
40217	TSW	3	1	3	3	9
3200569	TURF STAR INC	3	1	2	2	6
3205365	TURNER SATURN LLC	3	2	4	2	12
3205617	TUTS GRILL/EMBASSY SUITES	3	3	12	4	36
3200652	ULTIMATE SMILES	3	1	3	3	9
3206407	UNI-CAPS LLC	3	3	18	6	54
8000002	UNION BANK OF CA UBK94164	3	2	10	5	30
3200492	URIMAN INC	3	2	4	2	12
3205999	V&M PRECISION MACHINE	3	1	2	2	6
3206966	VALLEY ACTIVE PROPERTIES	3	1	5	5	15
3205692	VENEZIA STONE FABRICATION	3	1	3	3	9
39957	VERIS MANUFACTURING	3	2	4	2	12
3203083	VIKING INVESTMENTS	3	1	2	2	6
3203083	VIKING INVESTMENTS	3	1	2	2	6
3203083	VIKING INVESTMENTS	3	1	4	4	12
3203083	VIKING INVESTMENTS	3	1	4	4	12
3203083	VIKING INVESTMENTS	3	1	3	3	9
3203083	VIKING INVESTMENTS	3	1	5	5	15
3203083	VIKING INVESTMENTS	3	1	3	3	9

## Attachment 1

1/31/2019

Page 15 of 15

## Tier 1, 2 and 3

Account	Name	Container	Container	Total Lifts	Lifts/Bin/Wk	Total Yards per Week
		Size	Qty			
3203083	VIKING INVESTMENTS	3	1	5	5	15
3203083	VIKING INVESTMENTS	3	1	2	2	6
3203083	VIKING INVESTMENTS	3	1	5	5	15
3203083	VIKING INVESTMENTS	3	1	4	4	12
3203083	VIKING INVESTMENTS	3	1	4	4	12
3203083	VIKING INVESTMENTS	3	1	2	2	6
3200611	VILLAGE NURSERIES	3	1	2	2	6
3200832	VINTAGE CANYON	3	2	4	2	12
1017470	VISION LIGHTING	3	1	3	3	9
3206502	VONS #2326	3	1	3	3	9
3206850	VPM MANAGEMENT	3	2	8	4	24
3206851	VPM MANAGEMENT	3	4	12	3	36
1001029	W & W REAL PROPERTY INC	3	1	2	2	6
3203050	W R GORMAN	3	1	3	3	9
3203050	W R GORMAN	3	2	6	3	18
14821	WALNUT VILLAGE	3	1	2	2	6
14821	WALNUT VILLAGE	3	1	2	2	6
14821	WALNUT VILLAGE	3	1	3	3	9
3204304	WALTER WHOLESALE ELECTRIC	3	1	2	2	6
3204472	WALTERS WHOLESALE	40	1		1	40
3200253	WANG	3	2	6	3	18
3200489	WEST COAST GASKET CO	3	2	8	4	24
48472	WEST COAST PRIME MEATS	3	2	2	1	6
122042	WEST COAST PRIME MEATS LLC	3	2	12	6	36
3200727	WESTERN PAD	3	1	2	2	6
3204701	WESTERN SWITCHES & CONTRL	3	1	3	3	9
3200389	WHITESEL REAL ESTATE	3	1	2	2	6
3200574	WIENERSCHNITZEL	3	1	4	4	12
3200501	WILLIAM F KIMBLE	3	2	4	2	12
3207462	WILLIAM LARSON	3	1	2	2	6
21735	WILLIAMS ADMINISTRATIVE TRUST	3	2	2	1	6
39436	WIN-DOR INC *COMP*	40	1		1	40
3200161	WINONICS BREA	3	4	12	3	36
3204847	WORLDWIDE ENVIRO PRODUCTS	3	2	6	3	18
986	YANTONICS LLC	3	1	2	2	6
3207521	YOGURTLAND	3	1	3	3	9
3204593	YUM! TACO BELL 16276 3YD FL	3	1	4	4	12

## Attachment 2

1/30/2019

Option 1 -  
Generator OnlyProposed Rates

Container Size	1X/Week	2X/Week	3X/Week
65 Gallon Cart	\$51.81	\$103.63	\$155.44
2 CY Bin	\$277.07	\$554.15	\$831.22

Row	Metric or Container Size	Republic Calculations
1	Operating Cost per Hour	\$98.90
2	Yards per Hour	8.61
3	Collection Cost per Yard	\$11.49
4	Pounds per Yard	306.2
5	Pounds per Ton	2000 Lbs /Yd
6	Total Tons per Yard	0.1531
7	Disposal Cost per Ton	\$96.90
8	Disposal Cost per Yard	\$14.84
7	Customer Training & Follow-Up per Yard	\$1.50
9	Subtotal of Cost per Yard	\$27.82
10	% Margin	15%
11	Margin per Yard	\$4.17
12	Total Cost per Yard	\$31.99
13	65 Gallon Cart 1x/week	\$51.81
14	2 CY Bin 1x/week	\$277.07
15	65 Gallon Cart 2x/week	\$103.63
16	2 CY Bin 2x/week	\$554.15
17	65 Gallon Cart 3x/week	\$155.44
18	2 CY Bin 3x/week	\$831.22

## Sector Wide Rate Increase Methodology

**P&L for Organic pricing- City of Brea**

<b>Yards</b>	24334	Total estimated organic yards (tier 1 & tier2)
<b>Tons</b>	3042	

<b>Disposal</b>	\$ 290,349	Third party generator pass-through
<b>Labor and Supervisor cost</b>	\$ 87,762	
<b>Equipment Operating</b>	\$ 19,501	
<b>Equipment Maintenance</b>	\$ 41,191	
<b>Container Maintenance</b>	\$ 2,349	
<b>Insurance Cost</b>	\$ 14,654	
<b>Equipment Depreciation</b>	\$ 47,800	
<b>Outreach</b>	\$ 13,438	
<b>General Admin Cost</b>	\$ 7,684	
	<u>\$ 524,728</u>	
<b>Republic's Margin- 11%</b>	\$ 57,720	
<b>Total Organic cost</b>	<u><b>\$ 582,448</b></u>	Total if all businesses participate in recycling organics

**Pricing for 60% Participation**

<b>Yards</b>	14600	Negotiated sector-wide pricing threshold since not all businesses expected to participate immediately
<b>Tons</b>	1825	

<b>Gross Organic cost</b>	\$ 349,469	60% of total organic cost
<b>Less Disposal adjustment</b>	\$ (60,097)	Estimated reductions in disposal cost due to reduced regular trash service credited back
<b>Less Increased revenue mix</b>	\$ (50,886)	Extra cost for organics is credited back to keep rate increase down

**Net Organic cost** **\$ 238,486**

Brea Annual  
COM +IND Revenue \$ 6,711,431

Sector Wide PI	3.55%	Net Organic Cost divided by Contract Amount
Plus-: Franchise Fees	0.32%	
<b>Total Rate</b>	<b>3.87%</b>	

<b>Nov 2018 Increase</b>	60%	2.32%
<b>July 2019 Increase</b>	40%	1.55%

# Attachment 4

1/29/2019

## Option 2 - Sector Wide

### Proposed Rates

Container Size	1X/Week	2X/Week	3X/Week
65 Gallon Cart	\$45.00	\$90.00	\$135.00
2 CY Bin	\$95.28	\$165.06	\$234.84

Note: For organics, Republic only offers a 65 gallon or a 2 cubic yard bin.

Attachment 5  
Option 1 vs. 2 -  
**Cost Comparison**

1/30/2019

Container Size	Generator Only (Option 1)	Sector Wide* (Option 2)	Difference
65 Gallon Cart (1X / Week)	\$51.81	\$45.00	\$6.81
65 Gallon Cart (2X / Week)	\$103.63	\$90.00	\$13.63
65 Gallon Cart (3X / Week)	\$155.44	\$135.00	\$20.44
2 CY Bin (1X / Week)	\$277.07	\$95.28	\$181.79
2 CY Bin (2X / Week)	\$554.15	\$165.06	\$389.09
2 CY Bin (3X / Week)	\$831.22	\$234.84	\$596.38

\* Sector Wide also includes a 3.87% rate increase on regular trash service.



# Attachment 6 - (Letter from CalRecycle)

California Environmental Protection Agency

Edmund G. Brown, Jr., Governor



## DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

801 K STREET, MS 19-01, SACRAMENTO, CALIFORNIA 95814 • (916) 322-4027 • [WWW.CALRECYCLE.CA.GOV](http://WWW.CALRECYCLE.CA.GOV)

December 14, 2018

Glenn Parker  
Mayor of Brea  
1 Civic Center Circle  
Brea, CA 92821

Dear Mayor Parker,

I am writing regarding the status of CalRecycle's review of the City of Brea specific to meeting its AB 1826 requirements. In late 2017, the City was informed that there were deficiencies with its AB 1826 program implementation and was given the opportunity to submit a plan to CalRecycle to correct the deficiencies. The City submitted a detailed plan to address the MORE program deficiencies. The City's plan was approved at CalRecycle's April 2018, monthly public meeting. Local Assistance and Market Development (LAMD) staff continued to monitor the City's implementation of the plan through review of the 2017 Electronic Annual Report (EAR), LAMD staff's annual conference call and site visit with the jurisdiction representatives in 2018, and additional communications with Gillian Lobo of which a most recent conversation on December 13, 2018.

Despite addressing some of the gaps related to program implementation, other areas have not been implemented to date. These include:

- The City indicated that it will need to go through the Proposition 218 process regarding implementing fees related to MORE program implementation, and then it will be able to implement a source separated food waste collection program through the franchised hauler. The City is slated to initiate the Proposition 218 process, set public hearing, and mail out ballots by May 2018. Pending approval of rate and fee changes, the franchised hauler will be able to offer food waste service by July 1, 2018.
- The City will work with the hauler to compile MORE monitoring information annually.
  - o A letter will be sent to all businesses annually. The City will direct the hauler to follow up with a phone call to all businesses not recycling organics.

In light of continuing issues related to MORE program implementation, the City will be referred to CalRecycle's Jurisdiction Compliance Unit (JCU) at the CalRecycle monthly meeting on February 19, 2019, for additional compliance review. CalRecycle staff will send a link to the public agenda item when it is posted.

If the City has fully implemented its plan, the City can provide a detailed update to LAMD



staff. LAMD staff would provide the updated information to CalRecycle management, and the public agenda item may be modified to reflect this additional information. This information would then be considered by JCU during the compliance review. In order to have adequate time to assess the information submitted and provide additional information in the public agenda item, **LAMD management requests the information be submitted by January 11, 2019.**

Following the public meeting in February:

- The City will receive a letter from JCU indicating that the conferring period for consideration of a compliance order is beginning.
  - During the conferring time if the gaps are addressed JCU will inform the jurisdiction a compliance order will not be issued and the City is being referred back to LAMD for regular annual reviews. JCU will also report the jurisdiction has addressed the gaps in a public report at one of the Department's monthly meetings.
  - If JCU finds the gaps have not been addressed, JCU will initiate the process to commence issuing a compliance order. The City will receive information from JCU about the process should the jurisdiction proceed down that path. LAMD staff will continue working with the jurisdiction on other program areas.

If you have any questions regarding this letter, please contact me, Jennifer Wallin, Jennifer.wallin@calrecycle.ca.gov or (562) 492-9685. We appreciate the City's attention to fully addressing the programmatic gaps indicated above.

Sincerely,



Jennifer Wallin, LAMD Section Manager, South Section, CalRecycle

cc:

Bill Gallardo, City Manager, City of Brea  
Tony Olmos, Director of Public Works, City of Brea  
Gillian Lobo, Senior Management Analyst, City of Brea  
Jeffrey Taylor, Supervisor, CalRecycle  
Kathryn Ferrer, Environmental Scientist, CalRecycle