



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

**Tuesday, January 21, 2020**

5:30 p.m. - Closed Session

6:30 p.m. - Study Session

7:00 p.m. - General Session

***Marty Simonoff**, Mayor*

***Steven Vargas**, Mayor Pro Tem*

***Cecilia Hupp**, Council Member*

***Christine Marick**, Council Member*

***Glenn Parker**, Council Member*

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

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

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

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

### **Special Accommodations**

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

### **Important Notice**

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

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

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

**1. Public Comment**

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| 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. |
|---|

- 2. Conference with City's Labor Negotiator Pursuant to Government Code §54957.6** - Regarding the Brea Fire Management Association (BFMA) - Chris Emeterio, Negotiator, Cindy Russell, Negotiator, and Mario E. Maldonado, Negotiator
- 3. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(1) – Existing Litigation.** Name of Case: Clark v. City of Brea et al. (Case No. 30-2019-01109202-CU-WM-CJC).
- 4. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8.**  
Property: Birch Hills Golf Course Lease  
City of Brea Negotiators: City Manager Bill Gallardo and Public Works Director Tony Olmos  
Negotiating Parties: Imperial Golf, LLC  
Under Negotiation: Price and Terms of Payment
- 5. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8.**  
Property: 235 S. Orange Avenue  
City of Brea Negotiator: City Manager Bill Gallardo  
Negotiating Party: Cathedral Partners, LLC  
Under Negotiation: Leasehold Price and Terms of Payment

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

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

- 6. Public Comment**
- 7. Clarify Regular Meeting Topics**

**DISCUSSION ITEMS**



8. Mayor Appointments 2020
9. Parks, Recreation, and Human Services Commission and Investment Advisory Committee Recruitment

## REPORT

10. Council Member Report/Requests

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

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## CALL TO ORDER/ ROLL CALL - COUNCIL

11. Pledge of Allegiance: Fullerton Cadet Honor Guard
12. Invocation: Dan Cook, Brea Baptist Church
13. Presentation: Visiting Students from Brea Sister City - Anseong, Korea
14. Presentation: Visiting Students from Brea Sister City - Hanno, Japan
15. Cultural Arts Commission Update to City Council
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. **Public Hearing to Consider Solid Waste Services Rate Increase for Residential Customers in Conformance with Assembly Bill 1594** - Receive public input, adopt Resolution No. 2020-001, approving the proposed solid waste services rate increase of \$0.69 for residential customers, and approve Amendment No. 1 to Agreement with Brea Disposal (Republic). There is no fiscal impact to the General Fund.

21. **Approval of the Applications for Participation in the Community Development Block Grant Program (CDBG) for Fiscal Years 2020-21, 2021-22 and 2022-23** - After a Public Hearing, adopt Resolution No. 2020-002 and 2020-003, approving Fiscal Years 2020-21, 2021-22 and 2022-23 applications to the County of Orange for Community Development Block Grant (CDBG) funding.

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

22. **Active Transportation Plan Final Report** - Adopt Resolution No. 2020-004, a Resolution of the City Council Authorizing the Adoption of the Brea Connecting the Core Active Transportation Plan.

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

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

23. **December 17, 2019 City Council Regular Meeting Minutes** - Approve.
24. **Opposition to the Modified Regional Housing Needs Assessment (RHNA) Allocation Methodology** - Consideration of Resolution No. 2020-005, opposing the Regional Housing Needs Assessment (RHNA) allocation methodology approved by the Southern California Association of Governments (SCAG) Regional Council and request to the California Department of Housing and Community Development (HCD) to intervene.
25. **Annual Maintenance Assessment in Landscape and Lighting Maintenance Districts 1 Through 7** - Adopt Resolution Nos. 2020-006 through 2020-012, Authorizing the Director of Public Works to Prepare and File Reports Relating to Annual Maintenance Assessment in Landscape and Lighting Maintenance Districts 1 Through 7. There is no fiscal impact to the General Fund.
26. **Agreement with Linscott Law & Greenspan for City Traffic Engineering Services** - Approve Professional Services Agreement with Linscott, Law & Greenspan Engineers in the amount not-to-exceed \$150,000 per year for a period of three (3) years with three (3) optional one (1) year extensions and include a one time not-to-exceed fee of \$23,500 to prepare the Cliffwood Neighborhood Traffic Calming Study; and Authorize City Manager to approve and execute extension(s). Funds for the scope of this PSA have been previously approved by the City Council and no additional funds are requested at this time. There is no impact to the General Fund.
27. **Construction Contract for Civic Center Security System Improvement Project No. 7954** - Award a construction contract to PeopleSpace for \$178,649.50 for the installation of glass demountable walls and doors; and authorize the City Engineer to approve change orders up to 10% of the contract amount. There are sufficient funds in Capital Improvement Program Project No. 7954 to fund the proposed scope of services.

28. **Professional Services Agreements for Annual As-Needed Construction Materials & Soils Testing Services for Various Capital Improvement Projects** - Approve Professional Service Agreements between City of Brea and Koury Engineering, United-Heider, Leighton and Harrington for As-Needed Construction Materials and Soils Testing Services in the annual amount not-to-exceed \$50,000 per year per for a term of one (1) year with three optional one (1) year extensions; and authorize the City Manager to approve any optional contract extensions. All costs for the Construction Materials and Soils Testing Services phase of projects are included in the approved budgets for each project in the CIP.
29. **Patrol Rifle Replacement** - Approve the agreement with ProForce Law Enforcement to provide sixty semi-automatic patrol rifles in the amount of \$62,197.07. The approved Fiscal Year 2019-20 Budget has sufficient funding available in the General Fund (110) for this purchase.
30. **New Position Allocation for Golf Course Specialist and Recycling Coordinator** - Adopt Resolution No. 2020-013 amending the City's Classification Plan by adding two new job descriptions of Golf Course Specialist, and Recycling Coordinator; amending the Part-Time Employment and Benefits Policy by adding salaries for the two new positions; and amending the position allocation list to reflect these changes in the Public Works Department along with the addition of two time-limited full-time positions in the Community Development Department.
31. **December Outgoing Payment Log and December 13, 20 & 27, 2019 and January 3, 10 & 17, 2020 City Check Registers** - Receive and file.

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

32. **December 22, 2019 Successor Agency Check Register** - Receive and file.

#### **ADMINISTRATIVE ANNOUNCEMENTS**

33. **City Manager**
34. **City Attorney**
35. **Council Requests**

#### **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:** 01/21/2020  
**SUBJECT:** Mayor Appointments 2020

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**RECOMMENDATION**

Confirm Mayor Simonoff's appointments for 2020.

**BACKGROUND/DISCUSSION**

City Council policy provides for the Mayor to annually appoint 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. In addition to the annual appointments, the City Council was also notified in the attached letter of an upcoming expiring four-year term on the Orange County Mosquito and Vector Control District's Board of Trustees.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Victoria Popescu, Deputy City Clerk  
Concurrence: Lillian Harris-Neal, City Clerk

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**Attachments**

OC Mosquito and Vector Control District Letter

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**BOARD OFFICERS FOR 2019****PRESIDENT**

CHERYL BROTHERS

**VICE-PRESIDENT**

SHARI L. HORNE

**SECRETARY**

MICHAEL ALVAREZ

**DISTRICT MANAGER**

RICHARD HOWARD

**CLERK OF THE BOARD**

TAWNIA E. PETT



13001 GARDEN GROVE BOULEVARD

GARDEN GROVE, CA 92843-2102

PHONES: (714) 971-2421

(949) 654-2421

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[ocvcd@ocvector.org](mailto:ocvcd@ocvector.org)[ocvector.org](http://ocvector.org)[facebook.com/ocvectorcontrol](https://facebook.com/ocvectorcontrol)[twitter.com/ocvector](https://twitter.com/ocvector)**BOARD OF TRUSTEES - 2019****ALISO VIEJO**

ROSS CHUN

**ANAHEIM**

LUCILLE KRING

**BREA**

CECILIA HUPP

**BUENA PARK**

MICHAEL DAVIS

**COSTA MESA**

SANDRA GENIS

**CYPRESS**

PAULO MORALES

**DANA POINT**

RICHARD VICZOREK

**FOUNTAIN VALLEY**

CHERYL BROTHERS

**FULLERTON**

JENNIFER FITZGERALD

**GARDEN GROVE**

STEPHANIE KLOPFENSTEIN

**HUNTINGTON BEACH**

MIKE POSEY

**IRVINE**

FARRAH KHAN

**LA HABRA**

JAMES GOMEZ

**LA PALMA**

MARSHALL GOODMAN

**LAGUNA BEACH**

MICHAEL MORRIS

**LAGUNA HILLS**

LARRY WOODRUFF

**LAGUNA NIGUEL**

JOHN MARK JENNINGS

**LAGUNA WOODS**

SHARI L. HORNE

**LAKE FOREST**

ROBERT HOLTZCLAW

**LOS ALAMITOS**

MARK CHIRCO

**MISSION VIEJO**

ROBERT RUESCH

**NEWPORT BEACH**

JEFF HERDMAN

**ORANGE**

MICHAEL ALVAREZ

**PLACENTIA**

CRAIG GREEN

**RANCHO SANTA MARGARITA**

APRIL JOSEPHSON

**SAN CLEMENTE**

MICHELLE SCHUMACHER

**SAN JUAN CAPISTRANO**

JOHN TAYLOR

**SANTA ANA**

CECILIA AGUINAGA

**SEAL BEACH**

SANDRA MASSA-LAVITT

**STANTON**

GARY TAYLOR

**TUSTIN**

BARRY COOPER

**VILLA PARK**

BILL NELSON

**WESTMINSTER**

SERGIO CONTRERAS

**YORBA LINDA**

PEGGY HUANG

**COUNTY OF ORANGE**

LALA RAGEN

Brea City Council  
City of Brea  
1 Civic Center Circle  
Brea, CA 92821

October 25, 2019

Dear Mayor and Council Members:

The term of office of your representative, Ms. Cecilia Hupp, will expire this year on January 6, 2020 at 11:59 A.M. As you know, Ms. Hupp was appointed in September 2015, and since her appointment she has attended 38 of the 49 meetings held for a 78 percent record of attendance.

The qualifications for your representative on the Board of Trustees are stated in Section 2022 of the California Health and Safety Code as follows:

"Section 2022. (b) Each person appointed by a city council to be a member of a board of trustees shall be a voter in that city and a resident of that portion of the city that is within the district."

Your representative is appointed to a two or four year term of office (Section 2024 of the Health and Safety Code) and cannot be replaced except for cause.

"Section 2024. (a) Except as provided in Section 2023, the term of office for a member of the board of trustees shall be for a term of two or four years, at the discretion of the appointing authority. Terms of office commence at noon on the first Monday in January."

It is the Board's request that you reappoint Ms. Hupp, or a successor to her, for the next term of office, either two or four years. Once the appointment is made, please send notification to the District by mail or e-mail to: [tpett@ocvector.org](mailto:tpett@ocvector.org).

Sincerely,

Tawnia Pett

Executive Assistant/Clerk of the Board

tep

cc: Ms. Cecilia Hupp

*"An Independent Special District Serving Orange County Since 1947"*

The mission of the Orange County Mosquito and Vector Control District is to provide the citizens of Orange County with the highest level of protection from vectors and vector-borne diseases.

City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Parks, Recreation, and Human Services Commission and Investment Advisory Committee Recruitment

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**RECOMMENDATION**

Review the recruitment timeline; designate two (2) City Council Members to serve on the Interview Committee; and direct staff to schedule applicant interviews accordingly.

**BACKGROUND/DISCUSSION**

The Brea City Code defines the process for recruiting City Commission and Committee members when current member terms expire, or if an unscheduled vacancy occurs. Currently, one (1) vacancy exists on the Investment Advisory Committee as a result of an expired term, with a term expiring on December 31, 2023. Additionally, there is one (1) unscheduled vacancy on the Parks, Recreation and Human Services Commission, with a term expiring on December 31, 2020.

Staff proposes adopting the following recruitment timeline to recruit for both vacancies:

- Advertise vacancies on the City's website on Wednesday, January 22, 2020, and printed in the Star Progress on Thursday, January 30, 2020
- Application deadline February 10, 2020 at 5:30 p.m.
- Applicant interviews with City Council Interview Committee Members no later than the week before the February 18, 2020 City Council Meeting.
- City Council appointment at the February 18, 2020 City Council Meeting

Applications will also be available for download from the City's website, at <http://www.ci.brea.ca.us> and in the City Clerk's Office.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Victoria Popescu, Deputy City Clerk

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:** 01/21/2020

**SUBJECT:** Public Hearing to Consider Solid Waste Services Rate Increase for Residential Customers in Conformance with Assembly Bill 1594

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### **RECOMMENDATION**

Receive public input, adopt Resolution No. 2020-001 approving the proposed solid waste services rate increase for residential customers, and approve Amendment No. 1 to Agreement with Brea Disposal (Republic).

### **BACKGROUND/DISCUSSION**

About half of California's waste stream is organic material, which includes green waste, food waste, and other miscellaneous matter. Currently, the majority of this waste ends up in landfills.

Green waste is primarily made up of grass clippings and leaves. For many years, the County of Orange (County) as the landfill operator has utilized the green waste as an organic buffer between trash layers, also referred to as Alternative Daily Cover (ADC). ADC is defined as cover material that is placed on the active face of a municipal solid waste landfill at the end of each operating day to control vectors, fires, odors, blowing litter, and scavenging. Jurisdictions and regional agencies receive diversion credit for ADC use, as it is not reported as regular trash disposal. Republic currently disposes of approximately 5,445 tons of green waste from Brea each year. The City receives diversion credit of approximately 5% for this material. Through December 31, 2019, the County did not charge for disposal of ADC since it was not considered regular trash.

Within the last five years, California has established a goal to reduce the amount of organic waste sent to landfills to 50 percent by 2020, and to 75 percent by 2025. As a result of this objective, Governor Brown signed Assembly Bill (AB) 1594 in September 2014. Effective January 1, 2020, AB 1594 specifies that ADC will no longer be considered diversion and will be considered regular trash. This means that Brea's diversion credit will be eliminated if we continue to dispose the green waste at the landfill. All California cities are required to divert at least 50% of their trash from the landfills each year. Brea's current diversion rate is 63%. If the diversion credit is eliminated, Brea's diversion rate will go down to 58% unless the green waste is disposed somewhere other than the landfill.

The City has been working with its hauler, Republic Services, to address this matter. At the City Council meeting on November 19, 2019, Council reviewed the options available to be in compliance with AB 1594, which included disposal of the green waste at a facility outside the landfill or continue to dispose at the landfill and lose the diversion credit. After reviewing the

options, the City Council decided that the green waste continue to be disposed at the landfill. Under this scenario, the City would still meet CalRecycle's diversion rate since it would remain above 50% and this option would also allow the City the flexibility to consider participating in other recycling options that are expected to become available in the future, such as composting at the landfill.

The County of Orange is in the process of conducting a pilot composting program at their landfills. The pilot project involves the County of Orange accepting green waste for composting at their San Juan Capistrano, Irvine, and Brea landfills. The County is currently in the permitting process for San Juan Capistrano and Irvine landfills. Irvine is anticipated to be in operation in the Summer of 2020 and San Juan Capistrano in 2021. Brea's permitting process is anticipated to begin in 2021 and potentially open for business in 2022. The City will continue to work closely with the County of Orange to assure that Brea gets priority for composting of our green waste, especially since Brea is a landfill host city. If the composted material leaves the landfill, we would expect to have our diversion credit restored.

Currently, residents already pay for collection and transportation of green waste taken to the landfill, but does not include disposal. Republic Services proposed a rate increase of \$0.69 per residential household per month for this option since it essentially adds the County's new tipping fee to the residential trash rate. See attached exhibit to Resolution for Rate Calculation. The proposed rate increase will add the new County tip fee for treating the green waste as disposal.

Proposition 218 requires a mailed notice to each property owner and property tenant directly responsible for paying the proposed fee increase (collectively, "rate payers"), followed by a Public Hearing not less than 45 days after the mailing. At the November 19, 2019 meeting, City Council set the Public Hearing for the proposed rate increase for January 21, 2020, and directed staff to mail out formal Public hearing notices to all residential households; in addition, staff has also prepared a contract amendment and fee resolution for consideration at the January 21, 2020 in order to formally adopt the changes, if approved.

A notice to rate payers was sent out on December 2, 2019. A copy is provided as Attachment 1 – Public Hearing Notice. A Public Hearing is being held for City Council to review the results of the Proposition 218 process, and to consider adopting the green waste rate increase for residential customers in conformance with AB 1594. Unless protests are received from a majority of rate payers (50% + 1) prior to the conclusion of the Public Hearing, the City Council can adopt a Resolution to impose this rate increase. In accordance with state law (Government Code § 36936), at least three Council Members must vote in favor of the Resolution for it to be adopted.

Three protests were received by staff at the time this report was prepared. In order for there to be a majority protest on this item, there needs to be 7,180 protest votes.

### Contract Amendment

To document the proposed rate increase and changes to the green waste recycling program, staff is recommending approval of Amendment 1 to original agreement. In summary, the three-page agreement simply states the change in law, includes exhibits showing the proposed rate increase and rate calculation (back-up), and leaves the ability to negotiate in good faith should a better disposal alternative come to fruition in the future.

**FISCAL IMPACT/SUMMARY**

The increased cost for the disposal of green waste resulting from Assembly Bill 1594 will be borne by Brea residential households ("rate payers"); therefore, there is no impact to the General Fund.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Gillian Lobo, Senior Management Analyst

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

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**Attachments**

Attachment 1 - Public Hearing Notice

Resolution

Amendment No. 1

Exhibit F - Amendment No. 1 - Rate Increase

Exhibit G - Amendment No. 1 - Rate Calculation

Presentation

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## CITY OF BREA NOTICE OF PUBLIC HEARING FOR PROPOSED INCREASE TO SOLID WASTE SERVICE RATES FOR RESIDENTIAL CUSTOMERS

The Brea City Council will hold a public hearing on January 21, 2020 at 7:00 PM, or as soon as the matter may be heard, in City Council Chambers to consider a proposed increase to the solid waste service rates for residential customers.

### **Why am I receiving this notice?**

On November 19, 2019, the City Council directed staff to send out a public notice regarding a public hearing to consider increasing solid waste service rates for residential customers. Pursuant to the City's franchise agreement with Republic Services, residential solid waste service rates include the cost of disposing of solid waste at the landfill operated by the County of Orange. Currently, the County does not charge for the disposal of green material that it uses as alternative daily cover (cover material placed on the surface of the landfill). Due to the passage of Assembly Bill 1594 in 2014, commencing on January 1, 2020, the County will begin charging for the disposal of green material used for alternative daily cover because this use will no longer constitute diversion through recycling. The purpose of the proposed increase to the solid waste service rates for residential customers is to pay for the increased disposal costs. The proposed increased rates are shown on the attached Exhibit 1. If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings will be as follows: the first billing (for January 2020) will be the old rate of \$21.97; the second billing (for February 2020) will be \$23.35 (increased rate of \$22.66 + \$0.69 catch-up increase from January); successive monthly billings will reflect the newly approved rate of \$22.66; and, commencing July 1, 2020, rates may be increased annually in accordance with the formula specified in the City's contract with Brea Disposal.

**NOTICE IS HEREBY GIVEN that the City Council will hold a public hearing on the proposed increase to solid waste service rates for residential customers on January 21, 2020 at 7:00 PM, or as soon as the matter may be heard, at 1 Civic Center Circle, Brea in City Council Chambers.**

At the public hearing, the City Council will hear and consider all objections or protests to the proposed increase to solid waste service rates for residential customers. Any property owner or property tenant that is directly responsible for payment of solid waste service rates (each, a "solid waste customer") may submit a written protest against the proposed increase to solid waste service rates for residential customers. Written protests may be delivered to the City Clerk at City Hall. Protests that are mailed or delivered to City Hall must be received by the City Clerk before 5:00 PM on January 21, 2020.

To be counted, a written protest must: (1) identify the parcel of property subject to the proposed increase to solid waste service rates for residential customers, (2) identify the solid waste customer, and (3) include the signature of the solid waste customer. A majority protest exists if, at the end of the public hearing, there are written protests submitted by a majority of the solid waste customers subject to the proposed increase to solid waste service rates for residential customers. No more than one written protest per parcel

**City Council**

**Christine Marick**  
*Mayor*

**Marty Simonoff**  
*Mayor Pro Tem*

**Cecilia Hupp**  
*Council Member*

**Glenn Parker**  
*Council Member*

**Steven Vargas**  
*Council Member*

of property will be counted in calculating a majority protest. The City Council cannot adopt the proposed solid waste service rate increase if a majority protest exists.

**When will the new rates go into effect? When will I see the new rates reflected in my utility bill?**

If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings will be as follows: the first billing (for January 2020) will be the old rate of \$21.97; the second billing (for February 2020) will be \$23.35 (increased rate of \$22.66 + \$0.69 catch-up increase from January); successive monthly billings will reflect the newly approved rate of \$22.66; and, commencing July 1, 2020, rates may be increased annually in accordance with the formula specified in the City's contract with Brea Disposal.

**Can I challenge the fees in court?**

Yes. You may be limited to raising only the issues you or someone else raise at the public hearing described in this notice, or in a written correspondence delivered to the City Clerk by the date and time above.

**I would like to learn more. Who do I call or email my questions to?**

For more information about Assembly Bill 1594, please visit CalRecycle's website at:  
<https://www.calrecycle.ca.gov/lgcentral/basics/adcgreen>.

For more information on the proposed increase to solid waste service rates for residential customers, please contact the Public Works Department at (714) 990-7691.

## EXHIBIT 1

### BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL

Fees effective February 1, 2020 & retroactive to January 1, 2020

Due to the passage of Assembly Bill 1594, commencing January 1, 2020, the County of Orange will begin charging for the disposal of green material at the landfill because the green material no longer constitutes diversion through recycling. The purpose of the proposed increase to solid waste service rates for residential customers is to pay for the increased disposal costs. The current versus new monthly solid waste rates are shown in the table below.

| MONTHLY RESIDENTIAL RATES | CURRENT | CHANGE | NEW RATE |
|---------------------------|---------|--------|----------|
| RATE BILLED TO RESIDENT   | \$21.97 | \$0.69 | \$22.66  |

If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings is anticipated to be as follows:

**For month of January 2020:** the old rate of **\$21.97** will be billed

**For month of February 2020:** increased rate of \$22.66+ \$0.69 catch-up increase from January, or **\$23.35**, will be billed

**For month of March 2020 and beyond:** the increased rate of **\$22.66** will be billed

**Commencing July 1, 2020**, rates may be increased annually in accordance with the formula specified in the City's Contract with Brea Disposal.



## **RESOLUTION NO. 2020-001**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA, CALIFORNIA ADJUSTING SOLID WASTE SERVICES RATES FOR RESIDENTIAL CUSTOMERS IN CONFORMANCE WITH ASSEMBLY BILL 1594 (2014)**

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

(i) Republic Waste Services of Southern California, LLC (doing business as Brea Disposal and formerly known as Taormina Industries, LLC), a wholly owned subsidiary of Republic Services, Inc., provides refuse collection, recycling, and disposal services in the City of Brea pursuant to an exclusive franchise agreement.

(ii) The State of California has established a goal to reduce the amount of organic waste sent to landfills to 50% by 2020, and to 75% by 2025. In furtherance of this objective, the Legislature has enacted various legislation, including Assembly Bill (AB) 1594 in 2014.

(iii) AB 1594 amended the California Integrated Waste Management Act (Waste Management Act) to eliminate diversion credits for green waste (a sub-component of organic waste) used as alternative daily cover at solid waste landfills commencing January 1, 2020.

(iv) All California cities are currently required to divert at least 50% of their trash from landfills, and report to CalRecycle on this and other waste management data annually.

(v) Pursuant to Public Contract Code Section 40059, the Waste

**RESO NO. 2020-001**  
January 21, 2020

Management Act authorizes local governments to determine charges and fees for solid waste handling services.

(vi) The City Council has evaluated options for minimizing the impact of AB 1594 on residential customers and has determined that the best solution at this time is for Brea Disposal to continue disposing of green material at a County of Orange landfill.

(vii) On November 19, 2019, the City Council set a public hearing to consider a \$0.69 increase of solid waste service rates for residential customers for billings on and after February 1, 2020 (with one “catch-up” in February 2020 for the January 2020 billing).

(viii) In accordance with Proposition 218, on December 2, 2019, the City issued a mailed notice to each residential property owner and property tenant directly responsible for paying a proposed \$0.69 increase of solid waste service rates (collectively, “rate payers”).

(ix) In accordance with Proposition 218, on January 21, 2020, the City Council conducted a public hearing on the proposed increased solid waste service rates for residential customers.

(x) The City did not receive written protests from a majority of rate payers (50% + 1) prior to the conclusion of the public hearing.

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

**B. RESOLUTION:**

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED**

**RESO NO. 2020-001**  
January 21, 2020

by the City Council of the City of Brea that:

1. In all respects as set forth in the Recitals, Part A., above.
2. The attached Exhibit A (Substitute Residential Rate Schedule (January - June 2020)) and Exhibit B (Substitute Residential Rate Schedule (January - June 2020) Methodology) are incorporated herein by reference.
3. Based upon staff reports, data, and oral comments that have been received, the City Council finds that the rates found in the attached Exhibit A do not exceed the estimated amount required to provide green material disposal services for residential customers in compliance with AB 1594.
4. Effective February 1, 2020, subject to execution of a corresponding amendment to its franchise agreement with the City, Brea Disposal is authorized to charge solid waste service rates for residential customers in accordance with the attached Exhibit A. Commencing July 1, 2020, solid waste service rates for residential customers may be increased annually in accordance with the formula specified in the City's contract with Brea Disposal.

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-001**  
January 21, 2020

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea held on the 21st day of January 2020, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-001**  
January 21, 2020

**EXHIBIT A**  
**Substitute Residential Rate Schedule (January - June 2020)**  
(attached)

## EXHIBIT A

### BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL

Fees effective February 1, 2020 & retroactive to January 1, 2020

Due to the passage of Assembly Bill 1594, commencing January 1, 2020, the County of Orange will begin charging for the disposal of green material at the landfill because the green material no longer constitutes diversion through recycling. The purpose of the proposed increase to solid waste service rates for residential customers is to pay for the increased disposal costs. The current versus new monthly solid waste rates are shown in the table below.

| MONTHLY RESIDENTIAL RATES | CURRENT | CHANGE | NEW RATE |
|---------------------------|---------|--------|----------|
| RATE BILLED TO RESIDENT   | \$21.97 | \$0.69 | \$22.66  |

If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings is anticipated to be as follows:

**For month of January 2020:** the old rate of **\$21.97** will be billed

**For month of February 2020:** increased rate of \$22.66+ \$0.69 catch-up increase from January, or **\$23.35**, will be billed

**For month of March 2020 and beyond:** the increased rate of **\$22.66** will be billed

**Commencing July 1, 2020**, rates may be increased annually in accordance with the formula specified in the City's Contract with Brea Disposal.



**EXHIBIT B**  
**Substitute Residential Rate Schedule (January - June 2020) Methodology**

(attached)

**EXHIBIT B - AB 1594 RATE CALCULATION**  
**BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL**  
Fees effective February 1, 2020 & retroactive to January 1, 2020

| MONTHLY RESIDENTIAL RATES                                  | CURRENT         | CHANGE        | NEW RATE        | % CHANGE     |
|--|-----------------|---------------|-----------------|--------------|
| TRASH COLLECTION PORTION                                   | \$5.670         |               | \$5.67          | 0.00%        |
| YARD WASTE COLLECTION                                      | \$2.570         | \$0.63        | \$3.20          | 24.55%       |
| RECYCLING PORTION  | \$4.910         |               | \$4.91          | 0.00%        |
| FUEL PRICING INDEX (+ or -)                                | \$0.820         |               | \$0.82          | 0.00%        |
| <b>"NET TO HAULER"</b>                                     | <b>\$13.97</b>  | <b>\$0.63</b> | <b>\$14.60</b>  | <b>4.52%</b> |
| LANDFILL DISPOSAL PORTION                                  |                 |               |                 |              |
| GATE FEE - OC  | \$2.750         |               | \$2.75          | 0.00%        |
| TRANSFER - CVT   | \$1.280         |               | \$1.28          | 0.00%        |
| SUB-TOTAL "TRASH DISPOSAL"                                 | \$4.030         |               | \$4.03          | 0.00%        |
| YARD WASTE PROCESSING                                      | \$1.560         |               | \$1.56          | 0.00%        |
| SUB-TOTAL L/F & YARD WASTE<br>(PAID TO CVT ACTUAL TONNAGE) | <b>\$5.59</b>   | <b>\$0.00</b> | <b>\$5.59</b>   | <b>0.00%</b> |
| RECYCLING/DISPOSAL CREDIT                                  | <b>(\$0.45)</b> | <b>\$0.00</b> | <b>(\$0.45)</b> | <b>0.00%</b> |
| COST OF SOLID WASTE SERVICE                                | <b>\$19.11</b>  | <b>\$0.63</b> | <b>\$19.74</b>  | <b>3.30%</b> |
| FRANCHISE PORTION @ 10%                                    | \$1.91          | \$0.06        | \$1.97          | 3.14%        |
| SUB-TOTAL OF RATE  | \$21.02         | \$0.69        | \$21.71         | 3.28%        |
| ROUNDED TO:  | \$21.02         |               | \$21.71         |              |
| MAINTENANCE SERVICES COSTS                                 | \$0.95          | \$0.00        | <u>\$0.95</u>   | 0.00%        |
| <b>RATE BILLED TO RESIDENT</b>                             | <b>\$21.97</b>  | <b>\$0.69</b> | <b>\$22.66</b>  | <b>3.14%</b> |

**AMENDMENT NO. 1 TO  
RESTATED AND AMENDED AGREEMENT FOR THE COLLECTION,  
TRANSPORTATION, RECYCLING, COMPOSTING AND DISPOSAL OF SOLID  
WASTE, RECYCLABLE AND COMPOSTABLE MATERIALS**

This Amendment No. 1 ("First Amendment") to the September 3, 2002 Restated and Amended Agreement for the Collection, Transportation, Recycling, Composting and Disposal of Solid Waste, Recyclable and Compostable Materials ("Agreement") executed by the City of Brea, a municipal corporation ("City"), and Taormina Industries, LLC ("Taormina"), a wholly owned subsidiary of Republic Services, Inc. ("RSI"), d.b.a. Brea Disposal, is executed by City and Republic Waste Services of Southern California, LLC f.k.a. Taormina ("Republic") and is dated January 21, 2020 for reference purposes.

**RECITALS**

- A. City and Taormina executed the Agreement in 2002 to restate and amend their contractual obligations in connection with an exclusive franchise for collection, transportation, recycling, composting, and disposal of solid waste, recyclable, and compostable materials.
- B. In June 2008, Taormina changed its name to Republic Waste Services of Southern California, LLC, continuing as the same limited liability company with RSI continuing as the sole member.
- C. The residential rate schedule established under the Agreement currently includes the cost of disposing of solid waste at a County of Orange landfill ("County Landfill") and is based on diversion credits for green waste used as alternative daily cover at the County Landfill.
- D. In 2014, the Legislature enacted AB 1594 (Williams, Chapter 719) to eliminate diversion credits for green waste used as alternative daily cover at solid waste landfills commencing January 1, 2020.
- E. The parties desire to amend the Agreement to: (i) increase the residential rate schedule to reflect the new cost of green waste disposal at the County Landfill; (ii) grant City discretion to change the facility used for green waste disposal; and (iii) provide for a further adjustment of the residential rate schedule in the event City exercises such discretion.

**NOW, THEREFORE**, the parties agree as follows:

- 1. **Franchisee References.** All references to "Franchisee" in the Agreement and in this First Amendment shall be deemed to refer to Republic.
- 2. **Substitute Residential Rate Schedule / Annual Adjustment.**

A. Effective February 1, 2020, the residential rate schedule set forth in the attached Exhibit F shall apply and shall be the basis of Franchisee's compensation for residential services for the period from January 1, 2020 through June 30, 2020. For historical reference purposes only,

the methodology by which such rate schedule has been determined is set forth in the attached Exhibit G.

B. The residential rate schedule set forth in Exhibit F shall be subject to annual adjustment, effective July 1<sup>st</sup> of each calendar year, in accordance with Section 8(F) of the Agreement. As part of the information exchange specified in such provision, Franchisee shall notify City of both of the following: (i) any lower green waste tipping fee cost charged by Franchisee for other municipalities served by Franchisee's Anaheim Division; and (ii) any green waste disposal options available for City that have a lower cost than the County Landfill.

**3. Green Waste Disposal Facility Change / Residential Rate Renegotiation.**

A. City may, at any time and from time to time, direct Franchisee to dispose of green waste at a facility other than the County Landfill. In such event, the Parties shall meet and confer in good faith to negotiate a residential rate adjustment consistent with any reduction or increase of Franchisee's green waste transportation and disposal cost resulting from use of the new facility.

B. If a proposed rate increase is subject to a public hearing and rate payer majority protest under state law, then Franchisee shall not be obligated to use the new facility and may not charge the increased residential rate until such process has been completed.

**4. Addition of Exhibits.** The attached Exhibits F and G are incorporated into the Agreement by reference.

**5. Matters Unaffected.** Execution of this First Amendment does not operate as, and shall not be construed to be, a waiver of: (i) any provision of the Agreement; (ii) any remedy available to a Party for a breach of the Agreement; or (iii) the December 10, 2018 Non-Extension Notice issued by City.

**6. Preservation of Agreement.** Except as expressly supplemented or otherwise modified by this First Amendment (including the attached Exhibits F and G), all of the provisions of the Agreement shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this First Amendment (including the attached Exhibits F and G) and the provisions of the Agreement, the provisions of this First Amendment (including the attached Exhibits F and G) shall control.

**[SIGNATURES ON FOLLOWING PAGE]**

**TO EXECUTE THIS FIRST AMENDMENT**, the parties have caused their authorized representatives to sign below.

**City of Brea**

\_\_\_\_\_  
Marty Simonoff, Mayor

Attest:

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

Approved as to form:

\_\_\_\_\_  
Terence Boga, City Attorney

**Republic Waste Services of Southern California, LLC f.k.a. Taormina Industries, LLC**

  
\_\_\_\_\_  
Manager

\_\_\_\_\_  
Manager

[Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

Approved as to form:

  
\_\_\_\_\_  
Scott W. Gordon, Esq.

Counsel for Republic Waste Services of Southern California, LLC  
fka Taormina Industries, LLC

**EXHIBIT F**  
**BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL**  
Fees effective February 1, 2020 & retroactive to January 1, 2020

Due to the passage of Assembly Bill 1594, commencing January 1, 2020, the County of Orange will begin charging for the disposal of green material at the landfill because the green material no longer constitutes diversion through recycling. The purpose of the proposed increase to solid waste service rates for residential customers is to pay for the increased disposal costs. The current versus new monthly solid waste rates are shown in the table below.

| <b>MONTHLY RESIDENTIAL RATES</b> | <b>CURRENT</b> | <b>CHANGE</b> | <b>NEW RATE</b> |
|----------------------------------|----------------|---------------|-----------------|
| <b>RATE BILLED TO RESIDENT</b>   | <b>\$21.97</b> | <b>\$0.69</b> | <b>\$22.66</b>  |

If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings is anticipated to be as follows:

**For month of January 2020:** the old rate of **\$21.97** will be billed

**For month of February 2020:** increased rate of \$22.66+ \$0.69 catch-up increase from January, or **\$23.35**, will be billed

**For month of March 2020 and beyond:** the increased rate of **\$22.66** will be billed

**Commencing July 1, 2020**, rates may be increased annually in accordance with the formula specified in the City's Contract with Brea Disposal.



**EXHIBIT G - AB 1594 RATE CALCULATION**  
**BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL**  
Fees effective February 1, 2020 & retroactive to January 1, 2020

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|--|----------------|---------------|----------------|--------------|
| TRASH COLLECTION PORTION                                   | \$5.670        |               | \$5.67         | 0.00%        |
| YARD WASTE COLLECTION                                      | \$2.570        | \$0.63        | \$3.20         | 24.55%       |
| RECYCLING PORTION  | \$4.910        |               | \$4.91         | 0.00%        |
| FUEL PRICING INDEX (+ or -)                                | \$0.820        |               | \$0.82         | 0.00%        |
| <b>"NET TO HAULER"</b>                                     | <b>\$13.97</b> | <b>\$0.63</b> | <b>\$14.60</b> | <b>4.52%</b> |
| LANDFILL DISPOSAL PORTION                                  |                |               |                |              |
| GATE FEE - OC  | \$2.750        |               | \$2.75         | 0.00%        |
| TRANSFER - CVT   | \$1.280        |               | \$1.28         | 0.00%        |
| SUB-TOTAL "TRASH DISPOSAL"                                 | \$4.030        |               | \$4.03         | 0.00%        |
| YARD WASTE PROCESSING                                      | \$1.560        |               | \$1.56         | 0.00%        |
| SUB-TOTAL L/F & YARD WASTE<br>(PAID TO CVT ACTUAL TONNAGE) | \$5.59         | \$0.00        | \$5.59         | 0.00%        |
| RECYCLING/DISPOSAL CREDIT                                  | (\$0.45)       | \$0.00        | (\$0.45)       | 0.00%        |
| COST OF SOLID WASTE SERVICE                                | \$19.11        | \$0.63        | \$19.74        | 3.30%        |
| FRANCHISE PORTION @ 10%                                    | \$1.91         | \$0.06        | \$1.97         | 3.14%        |
| SUB-TOTAL OF RATE  | \$21.02        | \$0.69        | \$21.71        | 3.28%        |
| ROUNDED TO:  | \$21.02        |               | \$21.71        |              |
| MAINTENANCE SERVICES COSTS                                 | \$0.95         | \$0.00        | \$0.95         | 0.00%        |
| <b>RATE BILLED TO RESIDENT</b>                             | <b>\$21.97</b> | <b>\$0.69</b> | <b>\$22.66</b> | <b>3.14%</b> |

## EXHIBIT F

### BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL

Fees effective February 1, 2020 & retroactive to January 1, 2020

Due to the passage of Assembly Bill 1594, commencing January 1, 2020, the County of Orange will begin charging for the disposal of green material at the landfill because the green material no longer constitutes diversion through recycling. The purpose of the proposed increase to solid waste service rates for residential customers is to pay for the increased disposal costs. The current versus new monthly solid waste rates are shown in the table below.

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If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings is anticipated to be as follows:

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**For month of February 2020:** increased rate of \$22.66+ \$0.69 catch-up increase from January, or **\$23.35**, will be billed

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**Commencing July 1, 2020,** rates may be increased annually in accordance with the formula specified in the City's Contract with Brea Disposal.

**EXHIBIT G - AB 1594 RATE CALCULATION**  
**BREA RESIDENTIAL RATES - BILLED BY CITY OF BREA ON PUBLIC UTILITY BILL**  
Fees effective February 1, 2020 & retroactive to January 1, 2020

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|--|-----------------|---------------|-----------------|--------------|
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| YARD WASTE COLLECTION                                      | \$2.570         | \$0.63        | \$3.20          | 24.55%       |
| RECYCLING PORTION  | \$4.910         |               | \$4.91          | 0.00%        |
| FUEL PRICING INDEX (+ or -)                                | \$0.820         |               | \$0.82          | 0.00%        |
| <b>"NET TO HAULER"</b>                                     | <b>\$13.97</b>  | <b>\$0.63</b> | <b>\$14.60</b>  | <b>4.52%</b> |
| LANDFILL DISPOSAL PORTION                                  |                 |               |                 |              |
| GATE FEE - OC  | \$2.750         |               | \$2.75          | 0.00%        |
| TRANSFER - CVT   | \$1.280         |               | \$1.28          | 0.00%        |
| SUB-TOTAL "TRASH DISPOSAL"                                 | \$4.030         |               | \$4.03          | 0.00%        |
| YARD WASTE PROCESSING                                      | \$1.560         |               | \$1.56          | 0.00%        |
| SUB-TOTAL L/F & YARD WASTE<br>(PAID TO CVT ACTUAL TONNAGE) | <b>\$5.59</b>   | <b>\$0.00</b> | <b>\$5.59</b>   | <b>0.00%</b> |
| RECYCLING/DISPOSAL CREDIT                                  | <b>(\$0.45)</b> | <b>\$0.00</b> | <b>(\$0.45)</b> | <b>0.00%</b> |
| COST OF SOLID WASTE SERVICE                                | <b>\$19.11</b>  | <b>\$0.63</b> | <b>\$19.74</b>  | <b>3.30%</b> |
| FRANCHISE PORTION @ 10%                                    | \$1.91          | \$0.06        | \$1.97          | 3.14%        |
| SUB-TOTAL OF RATE  | \$21.02         | \$0.69        | \$21.71         | 3.28%        |
| ROUNDED TO:  | \$21.02         |               | \$21.71         |              |
| MAINTENANCE SERVICES COSTS                                 | \$0.95          | \$0.00        | <u>\$0.95</u>   | 0.00%        |
| <b>RATE BILLED TO RESIDENT</b>                             | <b>\$21.97</b>  | <b>\$0.69</b> | <b>\$22.66</b>  | <b>3.14%</b> |

# Residential Trash Rate Increase Assembly Bill 1594

## Public Hearing



City Council Meeting  
January 21, 2020

## Presentation Overview

- ❖ Background
- ❖ Previous City Council Action
- ❖ Short & Long-Term Strategies
- ❖ Contract Amendment
- ❖ Public Hearing Notice & Process
- ❖ Recommendation



## Background

- ❖ About half of California's waste stream consists of organic material.
- ❖ Organic waste is defined by CalRecycle as:  
"food waste, green waste, landscape and pruning waste, nonhazardous wood waste, and food-soiled paper waste that is mixed in with food waste."
- ❖ A sub-component of organic waste is green waste.
- ❖ Green waste is used at the landfills as a buffer between trash layers (Alternative Daily Cover)
  - Helps control vectors, fires, odors, blowing litter and scavenging

## Background

- ❖ Jurisdictions receive diversion credit for ADC, not currently considered trash
- ❖ County does not currently charge the City for ADC disposal
- ❖ California's goal by 2020 is to reduce organic waste sent to landfills to 50%; and by 2025 to reduce it to 75%.

## California Assembly Bill 1594



- ❖ In September 2014, Governor Brown signed Assembly Bill 1594 (AB 1594) into law
- ❖ Effective January 1, 2020, ADC will no longer be considered diversion and will be counted as regular trash
- ❖ County has begun charging for green waste sent to the landfill (charged at the disposal rate)



## City of Brea's current vs. future Recycling Outlook

- ❖ City is currently above the State's 50% diversion rate goal
- ❖ Brea's current diversion rate is 63%
- ❖ If diversion credit is eliminated, Brea's diversion rate will decrease to 58% (if disposing at landfill). Brea would remain in compliance with AB1594.

## Previous City Council Action

### Summary of Options Discussed:

- ❖ Republic Services can compost the City's green waste by processing and transporting to their partner facility, Agromin in Chino
  - Diversion credit is given by CalRecycle
- ❖ Dispose green waste at landfill and have it be counted as trash
  - No diversion credit is given by CalRecycle

## Previous City Council Action (cont'd)

- ❖ November 19, 2019- City Council Meeting
  - Selected option with least financial impact:
    - Dispose of green waste at landfill and have it be counted as trash (no diversion credit given)
    - Proposed rate increase of \$0.69 per residential household
  - Directed staff to:
    - Set Public Hearing for January 21, 2020
    - Mail notices to residential property owners
  - Staff also prepared a Contract Amendment and Resolution to consider at time of Public Hearing

## Proposed Residential Rate Increase

| <u>MONTHLY RESIDENTIAL RATES</u>  | <u>CURRENT</u> | <u>CHANGE</u> | <u>NEW RATE</u> |
|---|----------------|---------------|-----------------|
| <b>RATE BILLED TO RESIDENT</b>  | <b>\$21.97</b> | <b>\$0.69</b> | <b>\$22.66</b>  |
| If the City Council approves this item, increased rates will be billed on or after February 1, 2020. The flow of billings is anticipated to be as follows:  |                |               |                 |
| <ul style="list-style-type: none"> <li>▪ For month of January 2020: the old rate of \$21.97 will be billed</li> <li>▪ For month of February 2020: increased rate of \$22.66+ \$0.69 catch-up increase from January, or \$23.35, will be billed</li> <li>▪ For month of March 2020 and beyond: the increased rate of \$22.66 will be billed</li> <li>▪ Commencing July 1, 2020, rates may be increased annually in accordance with the formula specified in the City's Contract with Brea Disposal.</li> </ul> |                |               |                 |

## Rate Methodology for Disposal of Green waste

|                      |                 |
|----------------------|-----------------|
| 2020 cost/ton        | \$ 60.50        |
| Current cost/ton     | <u>\$ 44.74</u> |
| Cost Difference      | \$ 15.76        |
| Annual Tons          | 5,445           |
| Total Cost           | \$ 85,813.00    |
| Residents            | <u>11,335</u>   |
| Annual Cost/Resident | \$ 7.57         |
| Monthly Increase     | \$ 0.63         |
| Franchise Rate       | <u>10%</u>      |
| Franchise Fee        | \$ 0.06         |
| Cost/Month/Resident  | <u>\$ 0.69</u>  |

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## Short & Long-Term Strategies

### ❖ Selected Option:

- Dispose green waste at landfill and have it be counted as trash (no diversion credit given)
- Short-term:
  - City will still exceed CalRecycle's recycling diversion rate and be in compliance with AB 1594.
  - Minimal cost impact to residents
- Long-term:
  - City has flexibility to participate in other recycling options anticipated to become available in the future (e.g. County of Orange composting at landfill)

## County of Orange Compost Pilot Projects



Valencia Greenery  
(Brea)



Bee Canyon Greenery  
(Irvine)



Capistrano Greenery  
(San Juan)

## County of Orange Compost Pilot Projects

|   | CEQA                                       | Permitting  | Construction                                 | Open                                |
|---|--|---|--|-------------------------------------|
| <br><br> | Summer 2019<br><br>Winter 2019<br><br>2021 | Feb. 2019<br>Summer 2020<br><br>Sept. 2019<br>Nov. 2020<br><br>2021 | Spring 2020<br><br>December 2020<br><br>2022 | Summer 2020<br><br>2021<br><br>2022 |





### Contract Amendment

Significant Components include:

- ❖ Documentation of change in law effective January 1, 2020
- ❖ Exhibits reflecting proposed rate increase and rate calculation (back-up)
- ❖ Ability for Republic and the City to negotiate in good faith should a better disposal alternative come to fruition in the future

## Public Hearing Notice & Process

- ❖ Process to conform to Prop 218 requirements
  - 45 day hearing notice
  - Majority protest (50% + 1) by ratepayers precludes adoption of proposed rate increase
  - December 2, 2019: mailed out public hearing notices to residential property owners (ratepayers)
  - City Clerk received 3 protest letters. Final tally at conclusion of public hearing.

## Recommendation

- ❖ Conduct Public Hearing
- ❖ Receive final protest vote tally
- ❖ Adopt Resolution
- ❖ Approve Amendment No. 1

## Questions?



**City of Brea**

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Approval of the applications for participation in the Community Development Block Grant Program (CDBG) for Fiscal Years 2020-21, 2021-22 and 2022-23.

---

**RECOMMENDATION**

After a Public Hearing, adopt the Resolutions approving Fiscal Years 2020-21, 2021-22 and 2022-23 applications to the County of Orange for Community Development Block Grant (CDBG) funding.

**BACKGROUND/DISCUSSION**

The Federal Housing and Community Development Block Grant Program (CDBG) was established under legislation passed by Congress in 1974 to provide housing and other assistance for low-income persons. It is funded by the Federal Department of Housing and Urban Development (HUD) and administered by the County of Orange for cities under 50,000 in population.

The City has been very successful in receiving CDBG grants to implement the Single Family Housing Rehabilitation Program, alley improvements identified in the Neighborhood Enhancement Plan, and capital improvements to Pioneer Hall and the Senior Center. Project eligibility is limited as the County only funds what is deemed "high priority projects," including addressing homelessness, housing rehabilitation, alley improvements, senior centers, and Americans with Disabilities Act (ADA) improvements.

The City has received CDBG funding each year for the past 45 years for housing rehabilitation of single family homes owned by low-income residents. Qualified homeowners must meet federally prescribed requirements to participate in the Program. Each year, approximately 10 to 15 homes are improved and many neighborhoods in Brea have been enhanced.

The historic buildings used for the Brea Senior Center have also undergone renovations with CDBG funds from the Public Facilities & Improvements component of the Program. The proposed project for the upcoming fiscal year is to install and improve ADA curb accessibility ramps at various locations in the city.

The County released the Fiscal Years 2020-21, 2021-22 and 2022-23 CDBG application package on November 20, 2019 and required that completed applications be submitted by December 23, 2019. This timeframe did not allow the opportunity to bring the application to the City Council prior to submittal. The County requires a Council resolution in order for Brea's applications to be considered in the competitive process.

Tonight's Public Hearing is being conducted to conform to HUD and County requirements to give the public an opportunity to participate in the application process. At the conclusion of the Public Hearing, the Council is asked to approve, by separate resolutions, the City's participation in the CDBG grant programs detailed below:

### **Housing Rehabilitation Program**

Single family rehabilitation loans and grants will be used to correct health, safety and building code violations. The majority of the funds received will be utilized for single family home loans and mobile home grants. The remaining funds will be used for program delivery expenses to perform inspections of the project sites, contract document preparation, and coordinating contractors/construction. The recipients of the loans and grants must be low-income households, which is defined as earning 80% or less of the County median income. The requested grant amount is \$180,000 for each Fiscal Year (2020-21, 2021-22 and 2022-23).

### **Public Facilities & Improvements**

The application requests Public Facilities & Improvements funds to implement accessibility improvements at various locations, with a primary focus on areas near public facilities. The requested grant amount is \$150,000 for Fiscal Year 2020-21.

As part of the County's requirements, the resolutions proposed for adoption authorizes the Mayor, or his/her designee, to execute for and on behalf of the City of Brea, the necessary agreements and/or any other documents or instruments required for participation in the Urban Counties Program for acceptance of the CDBG funds under Bid No. 012-192301.

### **COMMISSION/COMMITTEE RECOMMENDATION**

The Finance Committee reviewed the application for the Single Family Housing Rehabilitation Program at its meeting on January 14, 2020 and recommended moving the item to Council for approval.

Additionally, at that same meeting, staff notified the Finance Committee members that the application for Public Facilities & Improvements Program funds would be combined with the application for Housing Rehabilitation for the City Council Public Hearing on Tuesday. Each application has a separate resolution.

### **FISCAL IMPACT/SUMMARY**

The City of Brea applies annually to the County of Orange for Federal Community Development Block Grant (CDBG) funding in order to provide low-income single family rehabilitation loans and grants to qualified Brea homeowners. Additionally, the City typically applies for funding in the Public Facilities & Improvements component of the Program. Eligible uses of this funding includes ADA accessibility ramps.

The CDBG application for the Single Family Housing Rehabilitation Program is a multi-year application (Fiscal Years 2020-21, 2021-22 and 2022-23). \$180,000 is being requested for each fiscal year, and there is no match requirement. Staff implementing the Program is paid from the Housing Successor Fund. Thus, there is no negative fiscal impact to the General Fund.

The CDBG application for Public Facilities & Improvements is a single-year application (Fiscal Year 2020-21) and is requesting \$150,000 to install and improve ADA curb accessibility ramps at various locations in Brea. There is no match required and this action will have a positive impact

on the General Fund by providing alternative funding for an important community benefit.

Staff recommends adoption of the attached Resolutions approving the two applications.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Marie Dao, Management Analyst

Concurrence: Chris Emeterio, Acting Community Development Director

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**Attachments**

Application Package

Resolution - HR

Application for Public Facilities & Improvement Funds

Resolution - PFI

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## REQUEST FOR PROPOSAL



County of Orange

PROPOSALS MUST BE RECEIVED ON OR  
BEFORE

**December 23, 2019**

By  
**12:00 P.M. Pacific Time**

RFP Number  
**012-192301**

### INSTRUCTIONS:

1. SUBMIT HARDCOPY SIGNED APPLICANT PROPOSAL(S) TO COUNTY PROCURMENT OFFICE. SUBMIT AUDIT ELECTRONICALLY VIA FLASH DRIVE
2. RETURN THIS PAGE SIGNED.
3. ALL SUBMITTALS ARE TO BE IDENTIFIED WITH RFP # 012-192301
4. FOR FURTHER INFORMATION, CONTACT:  
**www.BidSync.com**

**DATE: November 20, 2019**

## REQUEST FOR PROPOSAL (RFP)

The County of Orange, OC Community Resources/OC Housing (hereinafter referred to as "County") is soliciting proposals ("Proposal" or "Proposals") from qualified firms (hereinafter referred to as "Applicants"), to provide high priority Housing Rehabilitation ("HR") and Public Facilities & Improvements ("PF&I") projects. Applicants must meet the minimum qualifications and requirements set forth in the Request For Proposal ("RFP") and must be capable of providing all core services set forth in the Scope of Services, attached in Section II and incorporated herein by this reference.

This RFP is set out in the following format:

- SECTION I Introduction and Instructions to Applicants
- SECTION II Scope of Services
- SECTION III Proposal Response Requirements
- SECTION IV Model Contract

### **PROPOSALS ARE DUE DECEMBER 23, 2019 BY 12:00 P.M. Pacific Time (PT).**

This RFP is a paper bid. See complete instructions in Section I, Item C.

**All questions and inquiries related to this RFP must be directed to:** Nina Campmas (hereinafter may also be referred to as "Contract Administrator") via [www.BidSync.com](http://www.BidSync.com) (RFP No. 012-192301). For BidSync assistance, please contact BidSync Vendor Support Team at 800-990-9339, Option 1. Applicants are not to contact other County personnel with any questions or clarifications concerning this RFP.

The Contract Administrator will provide all official communication concerning this RFP. With respect to this RFP, any County response other than from the Contract Administrator and in writing will be unauthorized and the County shall bear no responsibility for any and all reliance upon the unauthorized communication.

I HAVE READ, UNDERSTOOD AND AGREE TO ALL STATEMENTS IN THIS REQUEST FOR PROPOSAL (RFP) AND TO THE TERMS, CONDITIONS, APPLICATION(S) AND EXHIBITS REFERENCED HEREIN.

City of Brea 95-6000681  
Company Name (as it appears on your invoice and W9) Fed ID#

1 Civic Center Circle, Brea, CA 92821  
Address

[Signature] City Manager 12/17/19  
Authorized Signature (Sign all copies) Title Date

Marie Dao (714) 671-4461  
Name of person to contact in reference to this Proposal Phone Number





**HOUSING REHABILITATION AND  
PUBLIC FACILITIES & IMPROVEMENTS FY  
2020-21**

**APPLICANT PROPOSAL**

**Bid # 012-192301**

**SUPPORTING DOCUMENTS CHECKLIST**

Applicants must submit complete Housing Rehabilitation and/or Public Facilities and Improvements Applicant Proposal via sealed package. Please confirm all Parts with supporting documentation are submitted prior to the RFP deadline.

Capitalized terms not otherwise defined in the body of this Attachment A (Applicant Proposal) will have the meanings set forth in the body of the RFP.

**Applicants must answer all questions within each section as applicable, as outlined in the following key:**

**ALL APPLICANTS MUST COMPLETE PART I**

**APPLICANTS SUBMITTING APPLICANT PROPOSALS FOR COMPONENT A: HOUSING REHABILITATION MUST COMPLETE APPLICATION FOR PART II**

**APPLICANTS SUBMITTING APPLICANT PROPOSALS FOR COMPONENT B: PUBLIC FACILITIES & IMPROVEMENTS MUST COMPLETE PART III**

**PART I: MINIMUM REQUIREMENTS (FOR COMPONENT A & B)**

A: Applicant Information

B: Applicant Profile

C: Project Information

D: Organizational Background

E: Civil Rights Laws Compliance and HUD Standing

F: Signature and Assurances

**PART II: HOUSING REHABILITATION (COMPONENT A)**

**(HOUSING REHABILITATION APPLICANTS MUST COMPLETE PART I AND PART II)**

A: Priority Needs, HUD Eligibility Requirements and National Objective

B: Funding Request, Accomplishment Budget, Leveraging and Project Budget

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal

HR AND PF&I – FY 2020-21

|   |
|---|
| C: Performance Objectives and Outcomes            |
| D: Organizational Project Capacity and Experience |
| E: Organizational/Project Readiness               |
| F: Environmental Information Form                 |

|   |
|---|
| <b>PART III: PUBLIC FACILITIES &amp; IMPROVEMENTS (COMPONENT B)</b><br><b>(PUBLIC FACILITIES &amp; IMPROVEMENTS APPLICANTS MUST COMPLETE PART I AND PART III)</b> |
| A: Priority Needs, HUD Eligibility Requirements and National Objective  |
| B: Funding Request, Accomplishment Budget, Leveraging and Project Budget  |
| C: Performance Objectives and Outcomes  |
| D: Organizational Project Capacity and Experience   |
| E: Organizational/Project Readiness   |
| F: Environmental Information Form   |

**Supplemental Document Instructions:** Parts/Components requesting supplemental or narrative information should be formatted per the following:

1. Each response must be typewritten; double-spaced; and in Arial font, size 12-point print.
2. Not to exceed one (1) page per question.
3. Responses should include the question and be concise but detailed enough to address what is being asked.
4. Failure to completely answer all items and/or provide the required documents may result in your Applicant Proposal being disqualified from consideration.
5. Hardcopies of Single Audit Reports and/or Audited Final Statements are not required. Electronic copies of these documents must be uploaded on Flash Drives.

**Refer to Section I.C. of the RFP for Instructions and procedures for submittal.**



Housing Rehabilitation and Public Facilities & Improvements  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**PART I**

**A. APPLICANT INFORMATION**

**1. Applicant Name:** City of Brea

Address: 1 Civic Center Circle

City/State/Zip: Brea, CA 92821

Phone: (714) 990-7600 Fax: (714) 990-2258

Applicant Website: www.cityofbrea.net Email: maried@cityofbrea.net

\*DUNS Number: 040516791 W-9(Federal ID Number) 95-6000681

*\*The County requires a valid D-U-N-S number upon application submittal. If needed, your organization may obtain one at no cost at [www.dnb.com](http://www.dnb.com).*

**2. Authorized Person:** For the purposes of this RFP, the “Authorized Person” is the individual within your organization who has the authority to enter into a contract. The authorized person will be copied on all correspondence.

Authorized Person’s Name: William Gallardo

Authorized Person’s Title: City Manager  
(i.e., Executive Director, Organization’s Signature Authority)

Phone: (714) 990-7711 Fax: (714) 990-2258

Email: billga@cityofbrea.net

☒ Check here if the address for the Authorized Person is the same as that of the organization.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**3. Contact Person:** For the purpose of this RFP, the “Contact Person” will be the primary recipient for all correspondence related to this RFP. The contact person should be available to respond to any inquiries throughout the RFP process.

Contact Person’s Name: Marie Dao

Housing Rehabilitation and Public Facilities & Improvements  
Applicant Proposal  
HR AND PF&I – FY 2020-21

Contact Person's Title: Management Analyst I

Phone: (714) 671-4461 Fax: (714) 990-2258

Email: maried@cityofbrea.net

☒ Check here if the address for the Contact Person is the same as that of the organization.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Housing Rehabilitation and Public Facilities & Improvements  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

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**B. APPLICANT PROFILE**

1. Applicant's Legal Name: City of Brea
2. Business Address: 1 Civic Center Circle, Brea, CA 92821
3. Telephone Number: (714) 990-7600 Fax: (714) 990-2258
4. Website Address: www.cityofbrea.net Email Address: maried@cityofbrea.net
5. Years in Operation: 101 Length of time in current location: 39 years

6. Is your firm:

Non-Profit 501(c)(3)      ☐ Yes      ☒ No

For-Profit      ☐ Yes      ☒ No

Local Government      ☒ Yes      ☐ No

Faith-based      ☐ Yes      ☒ No

Sole Proprietorship      ☐ Yes      ☒ No

If yes, indicate if doing business under a different name: \_\_\_\_\_

Incorporated      ☒ Yes      ☐ No

If yes, State of Incorporation: California

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal HR AND PF&I – FY 2020-21

## C: PROJECT INFORMATION

1. **Project Title:** Single Family Rehabilitation

Project Address: City-wide

City/State/Zip: Brea, CA 92821

**FY 2020-21 Housing Rehabilitation**

**Amount Requested**

\$180,000

- Maximum funding amount for Housing Rehabilitation projects \$200,000.

**FY 2020-21 Public Facilities & Improvements**

**Amount Requested**

\$                     

- Maximum funding amount for Public Facilities and Improvements is \$150,000 with no leveraged funds and \$350,000 with **20%** leveraged funds.

Applicants may propose for one or more services requested in this RFP. A separate Applicant Proposal is required for each service component. The Orange County Urban County Program is comprised of 11 cities with populations under 50,000 (participating cities). The 11 participating cities include Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, Laguna Woods, La Palma, Los Alamitos, Seal Beach, Stanton, and Villa Park. Along with 2 participating metro cities with populations over 50,000 - Placentia and Yorba Linda, which are funded using their own HUD allocation.

## 2. **Urban County Program**

a. Is your agency a participating city or the County of Orange OCCR/Housing and Community Development that will be submitting a proposal as part of this RFP?

☒ YES      ☐ NO

b. If not, since only one (1) application per jurisdiction, per year for Housing Rehabilitation and Public Facilities and Improvements will be accepted, please attached written documentation (from an authorized person) from either the participating city or the County of Orange OCCR/HPD-HP advising the County to accept your Proposal as part of this RFP.

## 3. **Provide a high-level summary description of your project.**

See applicant response attachment.

(If more space is needed, please attached a separate sheet)

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

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### C: PROJECT INFORMATION (Continued)

#### 4. Minority-Owned and Women-Owned business (MBE/WBE)

a. Will this project provide an opportunity to hire MBE and/or WBE business?

☒ Yes

☐ No

b. Describe all actions your organization has taken in support of HUD's goal to provide Opportunities to MBE/WBE's.

See applicant response attachment.

(If more space is needed, please attach a separate sheet)



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### **D: ORGANIZATIONAL BACKGROUND**

Answer each question below in approximately one to four paragraphs, not to exceed one (1) page per question, if applicable. Each response must be typewritten; double-spaced; and in Arial, size 12-font. Your responses should include the question, be concise but detailed enough to address what is being asked.

1. Does your organization expend \$750,000 or more a year in federal funds?

☒ Yes ☐ No

2. Is the applicant a Non-Profit organization? ☐ Yes ☒ No

3. Describe the organization's goals, objectives, and mission.
4. Provide a brief description of your organization's accounting system and controls in place.
5. Describe the organization's fund development method.
6. List the person(s) who have legal authority to sign contracts and other legal documents, payment requests, and checks related to this Applicant Proposal. Provide a copy of the Board Resolution/Meeting Minutes which grants signing authority to these individuals for all contracts, amendments, extensions and renewals resulting from this RFP process.
7. Audit Requirements as defined in Section I.H. of the RFP:

Audits must be conducted by an independent CPA and must include a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Housing Accounting Manager or designated staff. Submit required audited documents via Flash Drive as it relates to your organization:

- a. Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016/17 and FY 2017/18). Refer to Section II.D.2. of the RFP document for more details related to Single Audit requirements.

Or

- b. Applicants who are not subject to Single Audit reports requirements are required to submit two (2) years of audited financial statements (FY 2016/17 and FY 2017/18).

Audited Financial Statements will include:

- Balance Sheet (Statement of Financial Position) – Including all supporting schedules (i.e. Detailed Aged Payables, Aged Receivables, Notes Payable, etc.);
- Income Statement (Profit and Loss Statement);
- Statement of Cash Flow;
- Retained Earnings; and



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

- Any footnotes to the statements.

Submit Single Audit reports and Audited Financial Statements on a flash drive. Paper copies will not be accepted.

8. In the past ten years, has your organization ever had its non-profit status revoked or withheld by the IRS, the Secretary of State, the State Attorney General, or the Franchise Tax Board? If yes, please provide an explanation.
9. Please provide proof of Non-Profit Status or Business License.
10. Current/Past Litigation or Judgements: Has your organization been sued in the last five (5) years? If yes, provide detailed information regarding litigation (Court and case number), judgements involving your organization(s) or any company your organization holds a controlling interest in, or any company that holds an interest in your organization(s), or any of the principal officers of the organization(s).
11. Current/Past Liens or Monetary Judgements: In the last five (5) years, has your organization had any liens or monetary judgements issued against your organization or any company your organization holds a controlling interest in, or any company that holds an interest in your organization, or any of the principal officers of the organization. Include in your response the date of lien(s)/judgement(s) issued, date closed, dollar amount(s) and description/explanation. The County, at its discretion, may request additional information or back-up material.
12. Are any of your managers or staff with fiscal responsibilities involved in litigation presently that has any bearing on fiduciary trust or employee relations? If yes, please provide an explanation.
13. Have any unfavorable rulings been handed down by any court against your organization or executive director in the past five years? If yes, please provide an explanation.
14. Does your organization currently have any unresolved fiscal, reporting or program issues with any of its funding sources? If yes, please provide an explanation.
15. Provide an organizational chart of your organization, including key staffing for the project.
16. Provide a copy of your organization's Board of Director's list.
17. If your organization is a non-profit, provide a copy of your organization's 501(c)(3). Also provide an IRS tax-exempt letter dated no later than December 2014, or a Certificate of Status provided by the Secretary of State, Business Programs Division. Online Certificates of Status can be found on the Internet at: [http://www.sos.ca.gov/business/pdf/be\\_ircform.pdf](http://www.sos.ca.gov/business/pdf/be_ircform.pdf). (Process may take up to 24 calendar days).
18. Provide a copy of your organization's Articles of Incorporation and By-Laws.
19. Provide a copy of the minutes of your organization's board meeting where the proposed project was discussed.
20. Provide IRS 990 form "Return of Organization Exempt from Income Tax, if applicable".

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**E: CIVIL RIGHTS LAWS COMPLIANCE AND HUD STANDING**

1. Has your organization been a past recipient of assistance under a HUD McKinney Act program or the HUD Single Family Property Disposition Homeless Program?

☐ Yes

☒ No

2. If you have been a recipient under either of these programs, has your organization experienced any project or construction delay, HUD finding or outstanding audit that HUD deems serious regarding the administration of HUD McKinney Act programs or the HUD Single Family Property Division Homeless Program?

☐ Yes

☒ No

If you answered "Yes," please attach a brief description of the circumstances and outcomes.

3. Applicants must be in compliance with applicable civil rights laws and Executive Orders. Applications will be rejected if your agency has any of the following: (1) Any pending civil rights lawsuits instituted by the U.S. Department of Justice; (2) Any non-compliance with civil rights statutes, Executive Orders or regulations as a result of formal administrative proceedings, unless the applicant is operating under a HUD-approved compliance agreement designed to correct the area of non-compliance or is currently negotiating such an agreement; (3) Any unresolved secretarial charge of discrimination issues under Section 810 (g) of the Fair Housing Act, as implemented by 24 CFR 103.400; (4) Any adjudication of a civil rights violation in a civil action brought against the agency by a private individual, unless the applicant is operating in compliance with a court order designed to correct the area of non-compliance or the applicant has discharged any responsibility arising from such litigation; (5) Any deferral of the processing of applications from the sponsor imposed by HUD under Title VI of the Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) or the HUD Title VI regulations 24 CFR 1.8) and procedures, or under Section 504 of the Rehabilitation Act of 1973 and HUD Section 504 regulations (24 CFR 8.57).


If one or more of the above five situations exist within your agency, please attach a brief description.



Authorized Signature

William Gallardo

Print Name



Date

City Manager

Title



**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**F: SIGNATURES AND ASSURANCES**

1. **Non-Discrimination:** This agency will, through all possible means, ensure equal opportunity for all persons to receive services, to participate in the volunteer structure, and to be employed regardless of age, handicap, national background, race, religion, or sex. An existing sectarian nature of the agency shall not suffer impairment under this agreement, but participation in religious observances, rituals or services will not be required as a condition of receiving food, services, or shelter paid for by this grant.
2. **Accountability:** We commit this agency, if a grant is received, to provide all reports to the County of Orange as required; to expend monies only on eligible costs to keep complete documentation (copies of all canceled checks, invoices, receipts, etc.) on all expenditures for a minimum of three years; to spend all funds and close out the program on the required date; to return any unused funds to the County of Orange; to cooperate with monitoring or site visits, and; to provide complete documentation of expenses to the County of Orange, if requested, by the required date.
3. **Non-collusion:** This Applicant Proposal is genuine, and not sham or collusive, nor made in the interest or on behalf of any person not herein named; the Applicant/proposer has not directly induced or solicited any other Applicant/proposer to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal; the Applicant/proposer has not in any manner sought by collusion to secure for him/herself an advantage over any other proposer.

**We affirm that all information in this Applicant Proposal is true and correct to the best of our knowledge and that the Applicant under our authority will execute its responsibility under the proposed contract and adhere to all other applicable rules and regulations to the fullest extent possible.**

  
\_\_\_\_\_  
First Authorized Person Signature

Christine Marick  
\_\_\_\_\_  
Print First Authorized Person's Name

12/17/19  
\_\_\_\_\_  
Date

Mayor  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Second Authorized Person Signature

William Gallardo  
\_\_\_\_\_  
Print Second Authorized Person's Name

12/17/19  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

Housing Rehabilitation and Public Facilities & Improvements  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

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**F: SIGNATURES AND ASSURANCES (Continued)**

4. I am authorized by my Board of Directors, City Council, Board of Trustees, or other legally qualified officer to submit this Proposal on behalf of the "Applicant."
5. Applicant is not currently on any Federal, State of California or local Debarment List.
6. Applicant will provide records to show fiscal solvency, if required.

Applicant will meet all applicable Federal, State, and local compliance and regulatory requirements including, but are not limited to, the following:

- a. Ensuring that records accurately reflect actual performance
- b. Maintaining record confidentiality, as required
- c. Reporting financial, participant, and performance data, as required
- d. Meeting requirements of Section 504 of the Rehabilitation Act of 1973
- e. Meeting all applicable labor laws, including Child Labor Law standards
- f. Meeting all lobbying certification and disclosure of lobbying activities requirements.

*I recognize that I must give assurance for each item above, 'a' through 'f', as applicable. If I cannot, this Applicant Proposal and my overall Proposal will be automatically rejected.*

7. Applicant will not use funds for customers in the construction, operation, or maintenance of any part of a facility to be used for sectarian instruction or religious worship.

  
Signature Required

William Gallardo  
Print Name

12/22/19  
Date Signed

City Manager  
Print Title



**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21


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**F: SIGNATURES AND ASSURANCES (Continued)**

**8. Validity of Proposal/Application**

The County requires that all Applicant Proposals be valid for at least three hundred sixty-five (365) days from this RFP's closing date. Applicant Proposals which are not valid for at least three hundred sixty-five (365) days will be considered non-responsive and subject to rejection.

Applicant hereby certifies that Applicant's Applicant Proposal is valid for three hundred sixty-five (365) days from the RFP Closing Date.

  
\_\_\_\_\_  
Signature Required

  
\_\_\_\_\_  
Date Signed

William Gallardo  
\_\_\_\_\_  
Print Name

City Manager  
\_\_\_\_\_  
Print Title

**9. Certification of Understanding**

The County assumes no responsibility for any understanding of the Applicant or representation made by any of the County's officers, employees or agents during or prior to the execution of any Contract resulting from this RFP unless:

- a. Such understanding or representations are expressly stated in the final executed contract; and
- b. The final executed contract expressly provides that the County assumes such responsibility.

By signing below, Applicant certifies that such understanding has been considered in this Proposal.

  
\_\_\_\_\_  
Signature Required

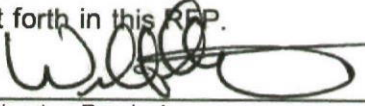
  
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Date Signed

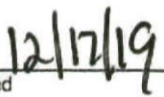
William Gallardo  
\_\_\_\_\_  
Print Name

City Manager  
\_\_\_\_\_  
Print Title

**10. Minimum Qualifications Statement**

Applicant hereby certifies that it meets all minimum qualifications and requirements as set forth in this RFP.

  
\_\_\_\_\_  
Signature Required

  
\_\_\_\_\_  
Date Signed

William Gallardo  
\_\_\_\_\_  
Print Name

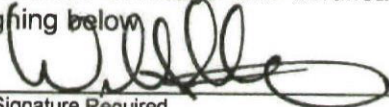
City Manager  
\_\_\_\_\_  
Print Title

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**F: SIGNATURES AND ASSURANCES (Continued)**

**11. Certificate of Insurance**

Applicant hereby certifies Applicant's willingness and ability to provide the required insurance coverage and certificates as set forth in the attached Model Contract, by signing below

  
\_\_\_\_\_  
Signature Required

William Gallardo  
\_\_\_\_\_  
Print Name


  
\_\_\_\_\_  
Date Signed

City Manager  
\_\_\_\_\_  
Print Title

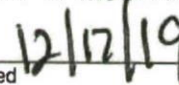
**12. Conflict of Interest**

Applicant hereby certifies that: (I) Applicant has provided the County with the disclosures required in (a) and (b) below as part of its Application, or (II) that no relationships as outlined in (a) and (b) exist.

- a. Disclose any financial, business or other relationship with the County, any other entity that the County Board of Supervisors governs, or any County Board member, officer or employee, which may have an impact, effect or influence on the outcome of the services you propose to provide. Provide a list of current clients, employees, principals or shareholders (including family members) who may have a financial interest in the outcome of services you propose to provide.
- b. Disclose any financial, business or other relationship within the last three (3) years with any firm or member of any firm who may have a financial interest in the outcome of the work to be performed under the RFP or Model Contract.

  
\_\_\_\_\_  
Signature Required

William Gallardo  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Date Signed

City Manager  
\_\_\_\_\_  
Print Title



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

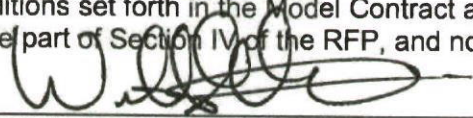
### F: SIGNATURES AND ASSURANCES (Continued)

#### 13. Statement of Compliance

A statement of compliance with all parts of this RFP or a listing of exceptions and suggested changes must be submitted in response to this RFP.

Applicant hereby certifies (Applicant must certify either **a or b** by signing below):

- a. This Applicant Proposal is submitted in strict compliance with the terms and requirements of the RFP and by submitting this Applicant Proposal, Applicant agrees to all terms and requirements of the RFP including, but not limited to, the terms and conditions set forth in the Model Contract and its Attachments and Exhibits that are made part of Section IV of the RFP, and no exceptions are proposed.

  
\_\_\_\_\_  
Signature required

**OR**

- b. This Applicant Proposal is submitted in strict compliance with the terms and requirements of the RFP, including the terms and conditions set forth in the Model Contract and its Attachments and Exhibits that are made part of Section IV of the RFP, except for those exceptions expressly listed as required by this RFP and attached hereto.

\_\_\_\_\_  
Signature required

The parts/components for each proposed exception to this RFP, including, but not limited to Section IV – Model Contract, must include:

1. The complete provision Applicant is taking exception to;
2. The RFP page number and section of the provision Applicant is taking exception to;
3. The suggested rewording by way of track changes (Microsoft Word format);
4. Reason(s) for submitting the proposed exception; and
5. A description of any impact the proposed exception may have on the services to be provided.

#### 14. Exceptions to the RFP Requirements

Exceptions that the Applicant has to any of the RFP requirements must be discussed under this section. Exceptions will be reviewed by OC Community Resources (OCCR) staff to evaluate the qualifications of the Applicant to meet program and service requirements. OCCR reserves the right to reject a Proposal that is not consistent with the requirements of this RFP.

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal HR AND PF&I – FY 2020-21

## PART II

### PART II: HOUSING REHABILITATION (COMPONENT A)

#### A. PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE

1. Refer to *Part II. B: Funding Request, Accomplishment Budget, Leveraging & Project Budget*, enter the total dollar amount of Urban County funds that will be used by this project next to the community development need that best fits your project's scope. Projects may address more than one community development need; however, in order to be considered as addressing a "High Priority" community development need, at least 51% of the Urban County's funds must be applied towards a high priority need.

| Priority Needs |                                       |                      |                    |                 |
|----------------|---------------------------------------|----------------------|--------------------|-----------------|
| Check Box      | Priority Housing Rehabilitation Needs | Priority Needs Level | Urban County Funds | Leveraged Funds |
| X              | Owner – Single Family                 | High                 | \$180,000          | \$112,656       |
|                | Owner – Multi Rehab Renter            | High                 |                    |                 |
|                | Renter – Single Family Rehab          | High                 |                    |                 |
|                | Renter - Multi Family Rehab           | High                 |                    |                 |
|                | Special Populations                   | High                 |                    |                 |

- Projects must meet a national objective as identified by HUD Regulations Criteria for National Objectives (24 CFR 570.208).
- Depending on funding source, the proposed activity must be eligible as defined by HUD Regulations under Basic Eligible Activities (24 CFR 570.201)
- The population to be served or to benefit from the project must principally be low to moderate-income as defined by HUD. See HUD Income Limits for Housing Rehabilitation Projects chart below.

| HUD Low-Mod Income Limits (Maximum Levels) |              | Median Income \$ 97,900 |           |
|--|--------------|-------------------------|-----------|
| Household Size                             | Ext. Low 30% | Very Low 50%            | Low 80%   |
| 1  | \$24,950     | \$41,550                | \$66,500  |
| 2  | \$28,500     | \$47,500                | \$76,000  |
| 3  | \$32,050     | \$53,450                | \$85,500  |
| 4  | \$35,600     | \$59,350                | \$94,950  |
| 5  | \$38,450     | \$64,100                | \$102,550 |
| 6  | \$41,300     | \$68,850                | \$110,150 |
| 7  | \$44,150     | \$73,600                | \$117,750 |
| 8  | \$47,000     | \$78,350                | \$125,130 |



Housing Rehabilitation and Public Facilities & Improvements  
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**A. PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE  
(Continued)**

**2. HUD Demographics:**

- |  |                              |  |
|--|------------------------------|--|
| a. Does this project help prevent homelessness?                | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| b. Does this project help the homeless?                        | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| c. Does this project help those with HIV or AIDS?              | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| d. Does this project primarily help persons with disabilities? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

**3. Answer the following:**

- a. Summarize the Scope of Services for your project including the minimum number of units to be assisted by federal funding.
- b. Why is the project needed?
- c. Describe how the project preserves a low and moderate-income neighborhood or provides other community benefits.

**4. Answer each question below in approximately one to four paragraphs.**

- a. Based upon your description of this project in *Section A: Priority Needs Chart*, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objectives and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.
- b. Describe what tools your organization will utilize to measure this project's effect on the intended beneficiaries. In your description include how your organization will measure its success in meeting the needs of the project's beneficiaries.
- c. Describe the specific population that your project will serve (i.e., low to moderate-income).
- d. Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).
- e. Describe the ramifications if your project is not recommended for funding in this fiscal year.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET

**FY 2020-21** *Funding Request and Accomplishment Budget* is a snapshot of your minimum and maximum requested project budget. Complete the chart by providing the minimum and maximum requested amount for your project, leveraged amount for your project, and accomplishment level for your project.

1. Complete table below.

| FY 2020-21 FUNDING REQUEST AND ACCOMPLISHMENT BUDGET |            |                 |
|--|------------|-----------------|
| Minimum Funds Request                                |            |                 |
|  | Example    | 2020-21 Project |
| A. Minimum Funds Request                             | \$ 75,000  | \$180,000       |
| B. Leveraging Subrecipient Funds                     | \$ 50,000  | \$112,656       |
| C. <b>Total Minimum Funds Request (A+B)</b>          | \$ 125,000 | \$292,656       |
| D. Goals/Accomplishments                             | 15 Units   | 11 units        |
| Maximum Funds Request                                |            |                 |
| A. Maximum Funds Request                             | \$ 200,000 | \$180,000       |
| B. Leveraging Subrecipient Funds                     | \$ 60,000  | \$112,656       |
| C. <b>Total Maximum Funds Request (A+B)</b>          | \$ 260,000 | \$292,656       |
| D. Goals/Accomplishments                             | 30 Units   | 11 units        |

For FY 2020-21 if new allocation funding does not increase or decrease, the estimated funding amount for (HR) activities would be the same. However, this is also dependent on how many (HR) project applications are submitted in the FY 2020-21 RFP and the amount of unallocated funding availability.

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal

HR AND PF&I – FY 2020-21

## B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

**FY 2021-22** *Funding Request and Accomplishment Budget* is a snapshot of your minimum and maximum requested project budget. Complete the chart by providing the minimum and maximum requested amount for your project, leveraged amount for your project, and accomplishment level for your project.

2. Complete table below.

| FY 2021-22 FUNDING REQUEST AND ACCOMPLISHMENT BUDGET |            |                    |
|--|------------|--------------------|
| Minimum Funds Request                                |            |                    |
|  | Example    | FY 2021-22 Project |
| A. Minimum Funds Request                             | \$ 75,000  | \$180,000          |
| B. Leveraging Subrecipient Funds                     | \$ 50,000  | \$112,656          |
| C. <b>Total Minimum Funds Request (A+B)</b>          | \$ 125,000 | \$292,656          |
| D. Goals/Accomplishments                             | 15 Units   | 10 units           |
| Maximum Funds Request                                |            |                    |
| A. Maximum Funds Request                             | \$ 200,000 | \$180,000          |
| B. Leveraging Subrecipient funds                     | \$ 60,000  | \$112,656          |
| C. <b>Total Maximum Funds Request (A+B)</b>          | \$ 260,000 | \$292,656          |
| D. Goals/Accomplishments                             | 30 Units   | 10 units           |

For FY 2021-22 funding will be estimated as being the same as FY 2020-21, dependent on HUD allocations and unallocated funding availability.



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B. FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

**FY 2022-23** *Funding Request and Accomplishment Budget* is a snapshot of your minimum and maximum requested project budget. Complete the chart by providing the minimum and maximum requested amount for your project, leveraged amount for your project, and accomplishment level for your project.

3. Complete table below.

| FY 2022-23 FUNDING REQUEST AND ACCOMPLISHMENT BUDGET |            |                    |
|--|------------|--------------------|
| Minimum Funds Request                                |            |                    |
|  | Example    | FY 2022-23 Project |
| A. Minimum Funds Request                             | \$ 75,000  | \$180,000          |
| B. Leveraging Subrecipient Funds                     | \$ 50,000  | \$112,656          |
| C. <b>Total Minimum Funds Request (A+B)</b>          | \$ 125,000 | \$292,656          |
| D. Goals/Accomplishments                             | 15 Units   | 10 units           |
| Maximum Funds Request                                |            |                    |
| A. Maximum Funds Request                             | \$ 200,000 | \$180,000          |
| B. Leveraging Subrecipient funds                     | \$ 60,000  | \$112,656          |
| C. <b>Total Maximum Funds Request (A+B)</b>          | \$ 260,000 | \$292,656          |
| D. Goals/Accomplishments                             | 30 Units   | 10 units           |

For FY 2022-23 funding will be estimated as being the same as FY 2020-21, dependent on HUD allocations and unallocated funding availability.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B. FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

**FY 2020-21** Complete *Project Budget Chart* below, by listing the specific activities that will be paid for by Urban County funds and your leveraged dollars for each phase of this project (complete this activity by using the information you provided in the *Funding Request and Accomplishment Budget* portion of Part II.B).

4. Complete table below.

| FY 2020-21 PROJECT BUDGET CHART     |                    |                     |            |
|-------------------------------------|--------------------|---------------------|------------|
| Example                             |                    |                     |            |
| Project Costs                       | Urban County       | Leveraged Resources | Total      |
| Project Activity: Design/Project    | \$ 50,000          | \$ 30,000           | \$ 80,000  |
| Project Activity: Construction      | \$ 25,000          | \$ 20,000           | \$ 45,000  |
| Total Project Cost                  | \$ 75,000          | \$ 50,000           | \$ 125,000 |
| Project Costs                       | Urban County Funds | Leveraged Resources | Total      |
| Project Activity: Design/Project    |                    |                     |            |
| Project Activity: Construction      |                    |                     |            |
| Project Activity: Complete 11 units | \$180,000          | \$112,656           | \$292,656  |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Total Project Cost                  |                    |                     |            |

5. Provide a detailed description of each project activity listed in above table.

See applicant response attachment.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B. FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

**FY 2021-22** Complete *Project Budget Chart* below, by listing the specific activities that will be paid for by Urban County funds and your leveraged dollars for each phase of this project (complete this activity by using the information you provided in the *Funding Request and Accomplishment Budget* portion of Part II.B).

6. Complete table below.

| FY 2021-22 PROJECT BUDGET CHART     |                    |                     |            |
|-------------------------------------|--------------------|---------------------|------------|
| Example                             |                    |                     |            |
| Project Costs                       | Urban County       | Leveraged Resources | Total      |
| Project Activity: Design/Project    | \$ 50,000          | \$ 30,000           | \$ 80,000  |
| Project Activity: Construction      | \$ 25,000          | \$ 20,000           | \$ 45,000  |
| Total Project Cost                  | \$ 75,000          | \$ 50,000           | \$ 125,000 |
| Project Costs                       | Urban County Funds | Leveraged Resources | Total      |
| Project Activity: Design/Project    |                    |                     |            |
| Project Activity: Construction      |                    |                     |            |
| Project Activity: Complete 10 units | \$180,000          | \$112,656           | \$292,656  |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Total Project Cost                  |                    |                     |            |

7. Provide a detailed description of each project activity listed in above table.

See applicant response attachment.



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B. FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

**FY 2022-23** Complete *Project Budget Chart* below, by listing the specific activities that will be paid for by Urban County funds and your leveraged dollars for each phase of this project (complete this activity by using the information you provided in the *Funding Request and Accomplishment Budget* portion of Part II.B).

8. Complete table below.

| FY 2022-23 PROJECT BUDGET CHART     |                    |                     |            |
|-------------------------------------|--------------------|---------------------|------------|
| Example                             |                    |                     |            |
| Project Costs                       | Urban County       | Leveraged Resources | Total      |
| Project Activity: Design/Project    | \$ 50,000          | \$ 30,000           | \$ 80,000  |
| Project Activity: Construction      | \$ 25,000          | \$ 20,000           | \$ 45,000  |
| Total Project Cost                  | \$ 75,000          | \$ 50,000           | \$ 125,000 |
| Project Costs                       | Urban County Funds | Leveraged Resources | Total      |
| Project Activity: Design/Project    |                    |                     |            |
| Project Activity: Construction      |                    |                     |            |
| Project Activity: Complete 10 units | \$180,000          | \$112,656           | \$292,656  |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Project Activity:                   |                    |                     |            |
| Total Project Cost                  |                    |                     |            |

9. Provide a detailed description of each project activity listed in above table.

See applicant response attachment.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

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### C: PERFORMANCE OBJECTIVES AND OUTCOMES

1. Using the definitions below, complete the Performance Objectives and Outcomes table below by stating project activity, output, performance objectives and performance outcomes.

**Activity** Identify project activities geared towards completing project, set quantifiable units of accomplishments (e.g., planning, construction, inspections).

**Output** Identify project outputs such as proposed units of accomplishments (what do you hope to achieve from your project, (e.g., complete 1,000 linear feet of sidewalk).

#### Performance Objectives

- a. Suitable Living Environment: In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- b. Decent Affordable Housing: The activities that typically would be found under this objective are designed to cover the wide-range of housing possible under HOME, CDBG, HOPWA, or ESG. This objective focuses on housing programs where the purpose for the project is to meet the individual family or community needs, not programs where the housing is an element of a larger effort.
- c. Creating Economic Opportunities: This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

#### Performance Outcomes

- a. Availability/Accessibility: This outcome category applies to activities that make services, infrastructure, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate-income people.
- b. Affordability: This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- c. Sustainability (Promoting Livable or Viable Communities): This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to persons of low and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that



# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal

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sustain communities or neighborhoods.

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## C: PERFORMANCE OBJECTIVES AND OUTCOMES (Continued)

2. Complete table below.

| PERFORMANCE OBJECTIVES AND OUTCOMES |          |                             |                            |
|-------------------------------------|----------|-----------------------------|----------------------------|
| Example                             |          |                             |                            |
| Activity                            | Outputs  | Performance Objectives      | Performance Outcomes       |
| Inspection                          | 15 Units | Suitable Living Environment | Availability/Accessibility |
| Construction                        | 15 Units | Decent Affordable Housing   | Sustainability             |
| Activity                            | Outputs  | Performance Objectives      | Performance Outcomes       |
| Inspection                          | 10 units | Suitable Living Environment | Availability/Accessibility |
| Const./Rehab                        | 10 units | Decent Affordable Housing   | Sustainability             |
|                                     |          |                             |                            |
|                                     |          |                             |                            |

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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### D: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE

1. Has your organization received funding for this type of activity during the previous three years?

☒ Yes

☐ No

If you answered, "Yes", complete *Previous Funding Table* below by identifying the contract number, award amount, program income, if generated; and any unspent funds.

If you answered "No" above, submit a letter signed by this Applicant's authorized person that identifies one reference from three different funding sources from whom you have received funding in the past three years. The letter must include contact information for the three references (funding source), the amount of funding awarded from each reference, explanation of the use of funds, duration of funding awarded, and state whether or not contractual performance measures were achieved.

| PREVIOUS FUNDING TABLE |                 |              |  |                          |
|------------------------|-----------------|--------------|--|--------------------------|
| Year                   | Contract Number | Award Amount | Program Income Generated (If Applicable) | Unspent Funds from Award |
| 2017-18                | 17-23-0002-HR   | \$180,000    | \$203,172                                | \$24,188                 |
| 2018-19                | 18-23-0002-HR   | \$190,000    | \$6,915                                  | \$114,903                |
| 2019-20                | 19-23-0002-HR   | \$190,000    | \$160,724                                | \$181,025                |

2. Describe the reason why funds remain unspent in the Previous Funding Table above. Include an explanation of how the organization intends to complete the project.
3. Describe the role of key administrators, staff members, contractors, and volunteers within your organization and their role in implementing the proposed project. Include experience, education, and licensing qualifications in your description.
4. Describe the organization's experience administering this type or similar project.
5. Please submit a copy of your most recent audit (within the last two years) by an independent CPA and a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Housing Accounting Manager or designated staff.

Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016/17 and FY 2017/18). Refer to Section II.D.2.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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of the RFP document for more details related to Single Audit requirements.

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### D: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE (Continued)

Or

Submit copies of organization's Audited Financial Statements for FY 2016/17 and FY 2017/18.

Audited Financial Statements will include:

- Balance Sheet (Statement of Financial Position) – Including all supporting schedules (i.e. Detailed Aged Payables, Aged Receivables, Notes Payable, etc.);
- Income Statement (Profit and Loss Statement);
- Statement of Cash Flow;
- Retained Earnings; and
- Any footnotes to the statements.

**NOTE: YOUR AUDIT SHOULD BE UPLOADED TO A FLASH DRIVE AS A SEPARATE PDF. PAPER COPIES WILL NOT BE ACCEPTED.**

*Applicants who have expended Federal funds in excess of \$750,000 please see PART I: D: Organizational Background, Item 7.*



# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal HR AND PF&I – FY 2020-21

## E: ORGANIZATIONAL/PROJECT READINESS

- Project milestones are an effective method of demonstrating overall project readiness. Enter the date the milestone action was completed in column 1. If the milestone action is in progress, enter the start and end dates in columns 2 and 3. If the action is not applicable to your project, check column 4.

| PROJECT/ORGANIZATION READINESS CHART                       |                         |  |  |                    |
|--|-------------------------|--|--|--------------------|
|  | 1<br>Action<br>Complete | 2<br>Action<br>In Progress<br>Start Date | 3<br>Action<br>In Progress<br>End Date | 4<br>Action<br>N/A |
| <b>Milestone Actions</b>                                   |                         |  |  |                    |
| A. Governing Body approval to apply for funds              |                         |  | 2/4/20                                 |                    |
| B. Minute Order/Board Resolution                           |                         |  | 2/4/20                                 |                    |
| C. Project found in current annual budget                  | 7/1/19                  |  |  |                    |
| Staffing/Consultant assigned for design/<br>Implementation | 7/1/19                  |  |  |                    |
| D. Feasibility Study                                       |                         |  |  | X                  |
| Design   |                         |  |  | X                  |
| Project in concept phase                                   |                         |  |  | X                  |
| RFP/RFQ process administered                               |                         |  |  | X                  |
| Consultant contract with design engineer<br>Negotiated     |                         |  |  | X                  |
| Final plans and specifications written                     |                         |  |  | X                  |
| Finals plans and specifications approved                   |                         |  |  | X                  |
| Environmental Approvals (CEQA/NEPA)                        |                         |  |  | X                  |
| E. Acquisition/Rehabilitation                              |                         |  |  | X                  |

- Include in your Application documentation regarding all completed milestone actions (i.e., Minute Order/Board Resolution, public hearing notice, closed session notice and/or Agenda and applicable documentation for Milestone Actions, A through E). All Applicants must immediately schedule meetings with your organization's boards to ensure, if selected, all council/board approvals are submitted prior to contract signing by your organization. Please include any prepared staff report as a response to this RFP and identify your council/board schedule meeting date.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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### E: ORGANIZATIONAL/PROJECT READINESS (Continued)

For Applicants: When submitting to your council/board, the approval via a resolution/board approval-minutes should include:

#### ***[Sample Council/Board Resolution]***

*The [agency name] submitted (or will be submitting) an application under FY 2020-21, FY 2021-22 AND FY 2022-23 FOR HOUSING REHABILITATION AND FY 2020-21 FOR PUBLIC FACILITIES & IMPROVEMENTS REQUEST FOR PROPOSAL BID NO. 012-192301.*

*The [agency name] desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.*

*NOW, THEREFORE, THE [agency name], HEREBY, RESOLVES, AND ORDERS AS FOLLOWS:*

- 1. The [agency name] hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the [agency name] Housing Rehabilitation [project name] Project and the [agency name] Public Facilities & Improvements [project name] Project under Bid No. 012-192301.*
- 2. The [agency name] authorizes the [Individual Title] or his/her designee to execute, for and on behalf of the [agency name], the necessary agreements(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-192301.*
- 3. Include in your Applicant Proposal a written status for all milestone actions marked as "In Progress." Include supporting documentation to support progress.*
- 4. Include in your Applicant Proposal a brief explanation as to why a given milestone action is not applicable to the project, if necessary.*



Housing Rehabilitation and Public Facilities & Improvements  
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**F: ENVIRONMENTAL INFORMATION FORM**

OC Housing  
1501 E. St. Andrew Place, 1<sup>st</sup> Floor, Santa Ana, CA 92705  
Environmental Information Form  
NEPA (24 CFR Part 58)

**Project Title:** Single Family Rehabilitation  
**Program Activity(ies):** Rehabilitate low/very low-income single family housing  
**Name of Subrecipient:** City of Brea  
**Fund Type(s):** ☒ CDBG ☐ HOME ☐ ESG ☐ NSP ☐ OCHA/Operating Reserves ☐ CoC  
☐ General Fund  
**Contract Number(s):** N/A  
**Contract Amount:** \$ N/A

**Project Location:** (Provide precise address and include Census Tract No. If confidential, please insert "Suppressed" and provide Census Tract No.)

City-wide assistance for low/very low-income households.

**Project Activity Level Description:** (Please provide in detail the level of services you provide or the scope of rehabilitation and/or construction your project will involve. If needed, please use attachments.)

**(Projects involving new construction, rehabilitation or acquisition activities must complete the Supplemental Site Information portion of this form)**

Funds will be used for program delivery expenses and correcting health & safety issues, code violations, and other areas of maintenance decline. While dealing with needed repairs, this rehab work will help to preserve the supply of affordable housing in the Brea community.

**Existing Environmental Conditions:** (Please, describe the surrounding environment around your project)

The proposed project is exempt from CEQA by Section 15301. The single family housing rehabilitation funds would be allocated to Class I projects as defined in CEQA.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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**Previous Governmental Actions/Approvals Received On Your Project** (If applicable, please list and attach a copy of any discretionary approvals you received on your project from a City or other County Agency.)

City Council

**Discretionary Approval(s) Needed From City/County To Complete Your Project(s):**

Required building permits will be obtained through the city and/or state as necessary.

I hereby declare that the statements furnished above, including any exhibits attached hereto represent all information required for this assessment. Said statements together with any exhibits attached hereto are true and correct.

**Management Analyst I**

Signature

Title

Date

### Supplemental Site Information

**PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED – CHECK ALL BOXES THAT APPLY**

**(All PF&I, Acquisition, Rehabilitation and/or New Construction Activities must include site photos and site plan)**

**Proposed Project Type:**

☐ New Construction

☐ Acquisition

☐ Acquisition/Rehabilitation

☐ Rehabilitation

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal

HR AND PF&I – FY 2020-21

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## F: ENVIRONMENTAL INFORMATION FORM (Continued)

**Description of the Proposal:** Include all contemplated actions, which are geographically, or functionally a composite part of the project, regardless of the source of funding. [24 CFR 58.32, 40 CFR 1508.25]

Interior and exterior improvements to qualified low/very low-income households city-wide. Including, but not limited to flooring, painting, electrical, plumbing, roofing, termite and dry-rot damage.

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**Proposed Site:** Zoning Designation: \_\_\_\_\_

General Plan Land Use Designation: \_\_\_\_\_

Is project in a floodplain? \_\_\_\_\_ FEMA Map No: \_\_\_\_\_ (attach copy)

Existing Use(s):    ☐ Vacant    ☐ Residential    ☐ Commercial    ☐ Industrial

Other: \_\_\_\_\_

Size of Site:    \_\_\_\_\_ Acres    \_\_\_\_\_ Sq. Ft.    Assessor's Parcel No: \_\_\_\_\_

Age of Existing Structures:    \_\_\_\_\_ years    Year built: \_\_\_\_\_



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### F: ENVIRONMENTAL INFORMATION FORM (Continued)

Prior Use(s)/Development(s):

☐ Residential ☐ Industrial ☐ Commercial ☐ Agriculture Other: \_\_\_\_\_

If residential use, number of units: Proposed \_\_\_\_\_ Existing \_\_\_\_\_

Studio # of Units \_\_\_\_\_ 1 Bedroom # of Units \_\_\_\_\_

2 Bedroom # of Units \_\_\_\_\_ 3 Bedroom # of Units \_\_\_\_\_ 4+Bedroom # of Units \_\_\_\_\_

Total Number of Units: \_\_\_\_\_ Total Number of Buildings: \_\_\_\_\_

**Existing Conditions and Trends:** Describe the existing conditions of the project area and its surroundings. [24 CFR 58.40(a)]

City-wide projects \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is current zoning and use appropriate for the proposed site? If not, present a plan for obtaining any discretionary approvals.

N/A \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Prior Analysis:

Have there been any prior Environmental Reviews completed for the proposed site or project within the last five (5) years. *If yes, please attach copies of the Environmental Review.* ☐ Yes ☒ No

Housing Rehabilitation and Public Facilities & Improvements  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

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**F: ENVIRONMENTAL INFORMATION FORM (Continued)**

Has the site been involved in any other proposals previously submitted to this office?

☐ Yes     ☒ No

Title of Prior Proposal: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Eventual Result:

☐ Project Not Funded

☐ Project Funded \$ \_\_\_\_\_

☐ Project Completed     Date Completed \_\_\_\_\_

☐ Project Cancelled     Date Cancelled \_\_\_\_\_

Describe why project was cancelled:

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**PART I**

**SECTION C: PROJECT INFORMATION**

**PART I.**  
**SECTION C: PROJECT INFORMATION**

**Question 3. Provide a high-level summary description of your project.**

Funds will be used to rehabilitate approximately 11 qualified low-income, owner-occupied residential single family units, including program delivery expenses to complete the rehab projects.

**Question 4. Minority-Owned and Women-Owned business (MBD/WBE)**

**b. Describe all actions your organization has taken in support of HUD's goal to provide opportunities to MBE/WBE's.**

The City of Brea has established a Disadvantaged Business Enterprise (DBE) Program in accordance with federal regulations. It is the City's policy to ensure nondiscrimination, to create a level playing field on which all can compete fairly, and to remove barriers to participation. The policy states the City of Brea never discriminate against anyone in connection with the award of any contract on the basis of race, color, sex, or national origin. The entire 13-page policy is available upon request.

**PART I**

**SECTION D: ORGANIZATION BACKGROUND**

**PART I.**  
**SECTION D: ORGANIZATION BACKGROUND**

**Question 3. Describe the organization's goals, objectives, and mission.**

Maintain a Safe Environment for Breans

Public safety is a basic element of Brea's quality of life. The city will continue to use education and prevention approaches as well as enforcement and appropriate maintenance of facilities to enhance people's sense of security.

Ensure Brea Remains a Special Place

Brea's small town atmosphere, our sense of community, and our physical assets make Brea a special place. The city resolves to protect Brea's hillside and canyon areas and foster family values, quality education, cultural understanding, a vibrant civic and cultural life, and an involved and caring citizenry.

Protect & Enhance Brea as a Balanced Community

A successful community sustains itself by ensuring a balance in physical, economic, and human development. A balanced community provides residents and businesses with the infrastructure and services which fulfill the diverse expectations of the community. A balanced community will provide a variety of land uses, promote economic health, and create and retain jobs while diversifying the revenue base needed to support services and maintain a sound reserve fund. A balanced community will also ensure a diversity of affordable housing opportunities for all elements of Brea, from the young to the old.

Increase Breans' Sense of Civic Ownership

The city commits itself to two-way communication and interaction with the community to facilitate vision building, long-range planning, and organizational excellence. These elements are necessary for the long-term success of the community.



**Question 4. Provide a brief description of your organization's accounting system and controls in place.**

The City of Brea uses a standard fund basis accounting system in accordance with the Governmental Accounting Standards Board State and Local Accounting Principles. We have established internal controls as to the segregation of duties related to the various accounting processes such as general ledger, payroll, accounts payable, revenues, journal entries, capital assets, etc. These internal controls are subject to being tested/reviewed annually by our contract CPA firm who prepares our audited financial statements and our federal Single Audit Report. Recommendations for improvement in internal controls are noted in the auditor's letter on internal controls that is prepared at the end of each year's audit engagement. Please see the City's CAFR, Note 1 – Summary of Significant Accounting Policies (included on flash drives). This accounting system incorporates budgetary information as to both revenues and expenditures. During the fiscal year, all departments have access to the accounting system information as to the reporting of both budgetary and actual revenues and expenditures to provide for monitoring of all operations of the city. The accounting system also generates year-end financial reports necessary for the preparation of audited financial statements. Our internal controls are based on General Accepted Accounting Principles and are reviewed annually as part of the audited financial statements by Brea's independent auditor. We are also providing a copy of the City's Grants Management Policies and Procedures for your file (included on flash drives).

**Question 5. Describe the organization's fund development method.**

The City's process for fund development follows the Governmental Accounting Standards Board guidelines. The city process for fund development is a focus on increasing accountability and control of the financial resources. As to HUD's Community Development Block Grant (CDBG) program, the City of Brea has always maintained as a condition of participation a separate special revenue fund to account for all assets, revenues (both CDBG grant income and program income) and expenditures. As to assets funded with CDBG monies, this is related to accounting for all loans for the single family housing rehabilitation program.

**Question 6. List the person(s) who have legal authority to sign contracts and other legal documents, payment requests, and checks related to this Applicant Proposal. Provide a copy of the Board Resolution/Meeting Minutes which grants signing authority to these individuals for all contracts, amendments, extensions and renewals resulting from this RFP process.**

Christine Marick, Mayor (subject to change after Council reorganization)

William Gallardo, City Manager

City Council approved Resolution will be provided after the Public Hearing of January 21, 2020. Sample provided as Exhibit D.

**Question 7. Audit Requirements as defined in Section I.H. of the RFP:**

- a. Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016-17 and FY 2017-18).

See enclosed flash drives.



**Question 8. In the past ten years, has your organization ever had its non-profit status revoked or withheld by the IRS, the Secretary of State, the State Attorney General, or the Franchise Tax Board? If yes, please provide an explanation.**

Not applicable.

**Question 9. Please provide proof of Non-Profit Status or Business License.**

Not applicable.

**Question 10. Current/Past Litigation or Judgements: Has your organization been sued in the last five (5) years? If yes, provide detailed information regarding litigation (Court and case number), judgements involving your organization(s) or any company your organization holds a controlling interest in, or any company that holds an interest in your organization(s), or any of the principal officers of the organization(s).**

No contract-related current/past litigation or judgements.

**Question 11. Current/Past Liens or Monetary Judgements: In the last five (5) years, has your organization had any liens or monetary judgements issued against your organization or any company your organization holds a controlling interest in, or any company that holds an interest in your organization, or any of the principal officers of the organization. Include in your response the date of lien(s)/judgement(s) issued, date closed, dollar amount(s) and description/explanation. The County, at its discretion, may request additional information or back-up material.**

No contract-related current/past liens or monetary judgements.

**Question 12. Are any of your managers or staff with fiscal responsibilities involved in litigation presently that has any bearing on fiduciary trust or employee relations? If yes, please provide an explanation.**

No managers or staff with fiscal responsibilities involved in litigation.

**Question 13. Have any unfavorable ruling been handed down by any court against your organization or executive director in the past five years? If yes, please provide an explanation.**

No contract-related unfavorable ruling by any court against Brea or City Manager.

**Question 14. Does your organization currently have any unresolved fiscal, reporting or program issues with any of its funding sources? If yes, please provide an explanation.**

The City of Brea is still awaiting resolution of a program issue related to a Land and Water Conservation Fund (LWCF) grant. The issue has to do with having another federal grant funding a portion (subsequent phase) of the capital improvement project that included the LWCF grant (awarded for the initial phase of the project). This program issue needs to be resolved as it involves a pending reimbursement. Additional information can be provided upon request.

**Question 15. Provide an organizational chart of your organization, including key staffing for the project.**

Organizational chart provided as Exhibit A.

**Question 16. Provide a copy of your organization's Board of Director's list.**

City Council Members\*:

Christine Marick, Mayor

Marty Simonoff, Mayor Pro Tem

Cecilia Hupp, Council Member

Glenn Parker, Council Member

Steven Vargas, Council Member

\*Subject to change after Council reorganization

**Question 17. If your organization is a non-profit, provide a copy of your organization's 501(c)(3). Also provide an IRS tax-exempt letter dated no later than December 2014, or a Certificate of Status provided by the Secretary of State, Business Programs Division.**

Not applicable

**Question 18. Provide a copy of your organization's Articles of Incorporation and By-Laws.**

Not applicable

**Question 19. Provide a copy of the minutes of your organization's board meeting where the proposed project was discussed.**

City Council approved Resolution will be provided after the Public Hearing of January 21, 2020. Sample provided as Exhibit D.

**Question 20. Provide IRS 990 form "Return of Organization Exempt from Income Tax, if applicable."**

Not applicable

**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION A. PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND  
NATIONAL OBJECTIVE**



**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION A. PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE**

**Question 3.a. Summarize the Scope of Services for your project including the minimum number of units to be assisted by federal funding.**

This project is exclusively geared to address the requirements of single-family low/very low-income owner-occupied residential rehabilitation. Funds will be used to rehabilitate approximately ten single-family units, including program delivery expenses to complete the rehab projects.

**Question 3.b. Why is the project needed?**

Housing rehabilitation is essential to maintaining and improving Brea's neighborhoods and low-income housing stock. For the low/very low-income families which this program benefits, it becomes essential that money be made available for preservation of the affordable single-family housing within our neighborhoods.

**Question 3.c. Describe how the project preserves a low and moderate-income neighborhood or provides other community benefits.**

It will provide the assistance necessary for property improvement for low/very low-income families, disabled residents, and seniors to obtain needed repairs, therefore preserving the low/very low housing stock of our community and enhancing the neighborhoods.

**Question 4.a. Based upon your description of this project in Section A: Priority Needs Chart, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objectives and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.**

Housing Rehabilitation of single-unit low/very low-income owner-occupied residential structures is listed as a high priority per the County's Consolidated Plan. The Program



assists households with home repairs to correct health and safety issues and bring homes up to current building codes. The Housing Rehabilitation Program also benefits the community by keeping neighborhoods and Brea's affordable housing stock in good condition, thus extending the life of these properties. Program beneficiaries' quality of life will improve when their homes are made safer and more comfortable. Given the high cost of living in Orange County, this program is the only way low-income participants would be able to complete these needed improvements.

**Question 4.b. Describe what tools your organization will utilize to measure this project's effect on the intended beneficiaries. In your description include how your organization will measure its success in meeting the needs of the project's beneficiaries.**

Many program participants have mobility/accessibility challenges. This program assists those participants by providing accessibility ramps, railings/grab bars, smooth/even flooring, etc. in order for them to move about their residences freely without obstacles, therefore improving their quality of life.

**Question 4.c. Describe the specific population that your project will serve (i.e., low to moderate-income).**

The program is exclusively geared to provide single-family owner-occupied residential rehabilitation to very low and low-income households.

**Question 4.d. Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).**

It will provide assistance necessary for property improvement for low/very low-income households to receive needed health and safety repairs, preserve the low/very low housing stock of our community, and enhance neighborhoods.

**Question 4.e. Describe the ramifications if your project is not recommended for funding in this fiscal year.**

If not funded, the City will not be able to rehabilitate any homes and address the health and safety issues, code violations, and other areas that could lead to neighborhood deterioration. The current challenges to the city's budget and staffing make CDBG funding more critical than ever for low-income neighborhoods and households.

**PART II: HOUSING REHABILITATION (COMPONENT A)**

**SECTION B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING  
AND PROJECT BUDGET**

**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING**  
**AND PROJECT BUDGET**

**Question 5. Provide a detailed description of each project activity listed in above table.**

The City of Brea will utilize \$180,000 through a combination of loans and grants to complete housing rehabilitation projects for 11 income-qualified property owners, including program delivery expenses to complete the projects.

**Question 7. Provide a detailed description of each project activity listed in above table.**

The City of Brea will utilize \$180,000 through a combination of loans and grants to complete housing rehabilitation projects for ten (10) income-qualified property owners, including program delivery expenses to complete the projects.

**Question 9. Provide a detailed description of each project activity listed in above table.**

The City of Brea will utilize \$180,000 through a combination of loans and grants to complete housing rehabilitation projects for ten (10) income-qualified property owners, including program delivery expenses to complete the projects.

**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION D: ORGANIZATIONAL/PROJECT CAPACTIY AND EXPERIENCE**



**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION D: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE**

**Question 2. Describe the reason why funds remain unspent in the Previous Funding Table above. Include an explanation of how the organization intends to complete the project.**

The unspent balance of \$24,188 from Fiscal Year 2017-18 was due to unforeseen contractor delays and challenging home owner participants.

The unspent balance of \$114,903 from Fiscal Year 2018-19 was due to unforeseen weather delays, contractor delays, contractor unavailability, and challenging home owner participants.

The unspent balance of \$181,025 from Fiscal Year 2019-20 (current grant cycle) will be spent by the deadline.

**Question 3. Describe the role of key administrators, staff members, contractors, and volunteers within your organization and their role in implementing the proposed project. Include experience, education, and licensing qualifications in your description.**

Experience of our staff ranges from supervising the CDBG Housing Rehabilitation Program, to experience working with building code requirements and code enforcement activities relating to health and safety violations. This gives staff the knowledge to implement the program effectively and in a timely manner. The Management Analyst in charge of Brea's housing programs has four (4) years of experience implementing the CDBG program, as well as over (4) years of experience in the City's Building and Safety Division. The consultant providing program delivery services has over 17 years of experience successfully implementing housing rehabilitation programs.

**Question 4. Describe the organization's experience administering this type or similar project.**

Housing Rehabilitation projects have been a part of Brea's housing programs for over 40 years. Trained staff members continue to apply their knowledge and expertise to day-to-day activities on each project from beginning to completion.

**Question 5. Please submit a copy of your most recent audit (within the last two years) by an independent CPA and a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Housing Accounting Manager or designated staff.**

The City of Brea's Comprehensive Annual Financial Report (CAFR), dated June 30, 2017 and June 30, 2018 have been included on a flash drive with this proposal. The 2019 CAFR will be posted online at: <http://www.ci.brea.ca.us/documentcenter/view/679> once available.

**Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016-17 and FY 2017-18).**

The City of Brea's Single Audit reports dated June 30, 2017 and June 30, 2018 have been included on a flash drive with this proposal.

**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION E: ORGANIZATIONAL/PROJECT READINESS**

**PART II: HOUSING REHABILITATION (COMPONENT A)**  
**SECTION E: ORGANIZATIONAL/PROJECT READINESS**

**Question 2. Include in your Application documentation regarding all completed milestone actions (i.e., Minute Order/Board Resolution, public hearing notice, closed session notice and/or Agenda and applicable documentation for Milestone Actions, A through E). All Applicants must immediately schedule meetings with your organization's boards to ensure, if selected, all council/board approvals are submitted prior to contract signing by your organization. Please include any prepared staff report as a response to this RFP and identify your council/board schedule meeting date.**

City Council action will take place on January 21, 2020. Included with this proposal is a copy of the Council Staff Report and Public Hearing Notice as Exhibits B and C.

**Question 3. Include in your Applicant Proposal a written status for all milestone actions marked as "In Progress." Include supporting documentation to support progress.**

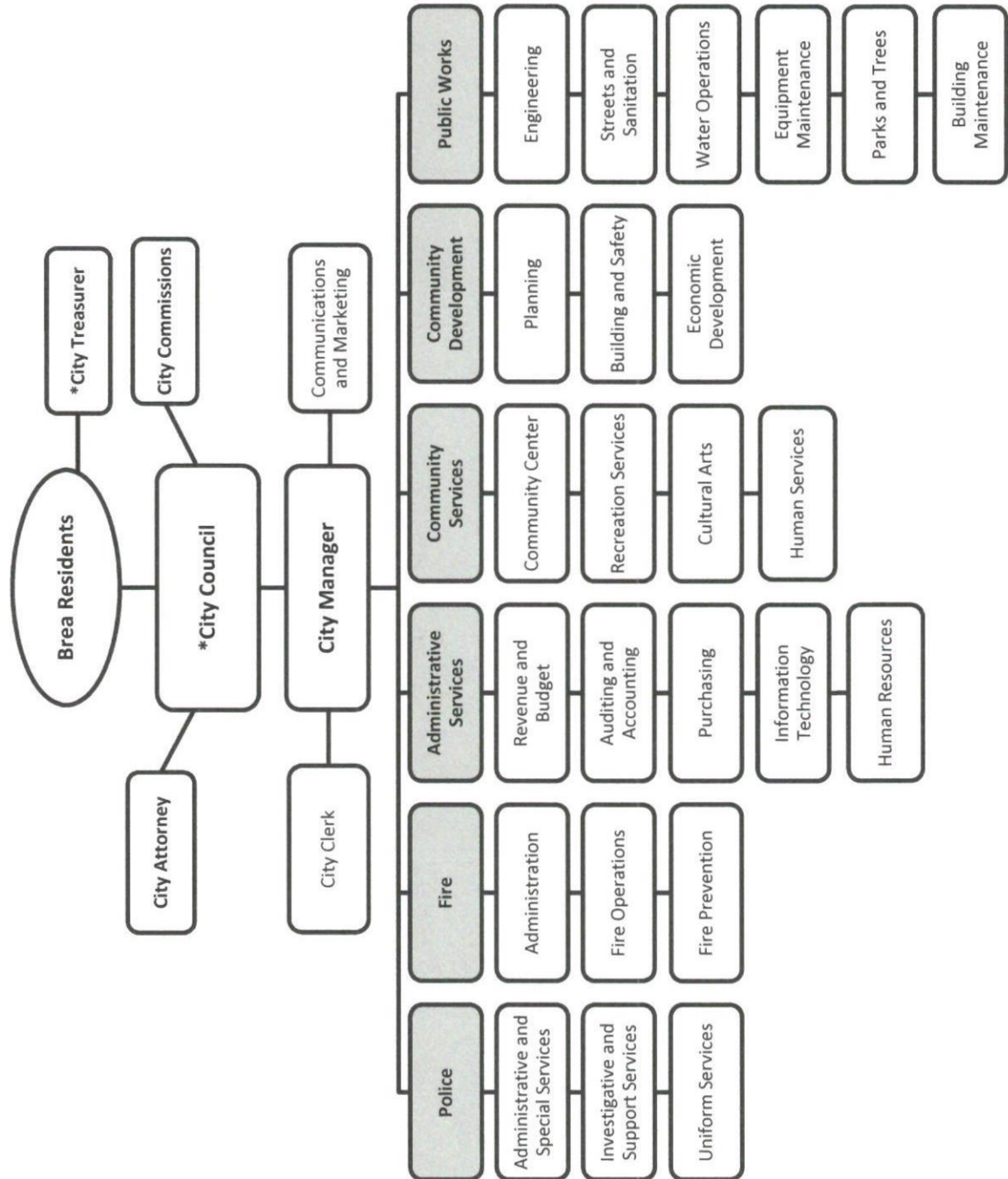
A Public Hearing will be held at the Council meeting on January 21, 2020, where an action will take place. Included with this proposal is a copy of the Council Staff Report and Public Hearing Notice as Exhibits B and C.

**Question 4. Include in your Applicant Proposal a brief explanation as to why a given milestone action is not applicable to the project, if necessary.**

The milestone actions under section "D" do not apply to Housing Rehabilitation as this program assists only privately-owned single-family residences.

# CITY ORGANIZATION CHART

Exhibit A



\*Elected



**City of Brea**

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 01/21/2020  
**SUBJECT:** Approval of the application for participation in the Community Development Block Grant Program (CDBG) for Fiscal Years 2020-21, 2021-22 and 2022-23.

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**RECOMMENDATION**

Approve the application for Fiscal Years 2020-21, 2021-22, 2022-23 for Housing Rehabilitation to the County of Orange for Community Development Block Grant (CDBG) funding.

**BACKGROUND/DISCUSSION**

The Federal Housing and Community Development Block Grant Program (CDBG) was established under legislation passed by Congress in 1974 to provide housing and other assistance for low-income persons. It is funded by the Federal Department of Housing and Urban Development (HUD) and administered by the County of Orange for cities under 50,000 in population.

The City has been very successful in receiving CDBG grants to implement the Single Family Rehabilitation Program, alley improvements identified in the Neighborhood Enhancement Plan, and capital improvements to Pioneer Hall and the Senior Center. Project eligibility is limited as the County only funds what is deemed "high priority projects," including addressing homelessness, housing rehabilitation, alley improvements, and senior centers.

The City has received CDBG funding each year for the past 45 years for housing rehabilitation of single family homes owned by low-income residents. Qualified homeowners must meet federally prescribed requirements to participate in the Program. Each year, 10 to 15 homes are improved and many neighborhoods in Brea have been enhanced.

The County released the Fiscal Years 2020-21, 2021-22 2022-23 CDBG application package on November 20, 2019 and required that completed applications be submitted by December 23, 2019. This timeframe did not allow the opportunity to bring the application to the City Council prior to submittal. The County requires a Council resolution in order for Brea's application to be considered in the competitive process.

Tonight's Public Hearing is being conducted to conform to HUD and County requirements to give the public an opportunity to participate in the application process. At the conclusion of the Public Hearing, the Council is asked to approve by resolution the City's participation in the Fiscal Years 2020-21, 2021-22 and 2022-23 CDBG grant program.

The Single Family Rehabilitation Loans will be used to correct health, safety and building code violations. The majority of the funds received will be utilized for single family home loans and mobile home grants. The remaining funds will be used for program delivery expenses to perform inspections of the project sites, contract document preparation, and coordinating contractors/construction. The recipients of the loans and grants must be low-income households, which is defined as earning 80% or less of County median income. The requested grant amount is \$180,000 for all three Fiscal Years (2020-21, 2021-22 and 2022-23).

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

The Finance Committee reviewed this item at its meeting on January 14, 2020 and recommended moving to Council for approval.

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

The City of Brea applies annually to the County of Orange for Federal Community Development Block Grant (CDBG) funding in order to provide low-income single family rehabilitation loans and grants to qualified Brea homeowners.

The CDBG application for Fiscal Years 2020-21, 2021-22 and 2022-23 are requesting \$180,000 for the Single Family Housing Rehabilitation Program, where no match is required. Staff implementing the Program is paid from the Housing Successor Fund. Thus, there is no negative fiscal impact to the General Fund.

#### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Marie Dao, Management Analyst

Concurrence: David Crabtree, Community Development Director

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**CITY OF BREA  
PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that the Brea City Council will conduct a public hearing on **Tuesday, January 21, 2020, at 7:00pm**, or as soon thereafter as the matter can be heard, in the Council Chambers of the Civic and Cultural Center, 1 Civic Center Circle, Brea, California, to consider the adoption of a resolution approving the City's Fiscal Years 2020-21, 2021-22 and 2022-23 Grant Application to the County of Orange for the Community Development Block Grant Program (CDBG).

**FURTHER INFORMATION** may be obtained at the Office of the City Clerk or by calling (714) 990-7756.

**ALL INTERESTED PARTIES** are invited to attend said hearing and express opinions on the matter outlined above.

If you challenge this ordinance in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Office of the City Clerk at, or prior to, the public hearing.

Dated: December 20, 2019

Lillian Harris-Neal  
City Clerk of City of Brea

Publish: January 9, 2020



**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA TO  
APPROVE THE CITY'S PARTICIPATION IN THE FISCAL YEARS 2020-  
21, 2021-22 AND 2022-23 COMMUNITY DEVELOPMENT BLOCK  
GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE**

**A. RECITALS:**

(i) It is the intent of the City of Brea to participate in the filing of an application with the County of Orange for a grant authorized under the Housing and Community Development Act of 1974, and the Cranston/Gonzales National Affordable Housing Act of 1990, as amended.

(ii) The Housing and Community Development Act of 1974, as amended, authorizes cities under 50,000 in population to enter into cooperation agreements with the County in which they are located for the purpose of undertaking essential housing and community development activities.

(iii) The federal government requires participating cities to provide certifications that the funds will be obtained and utilized pursuant to Federal law and policy.

(iv) It is necessary that the City adopt certain projects as described in the project summary section of the application before filing the application with the County of Orange for funding authorized under the Community Development Act of 1974 as amended.

(v) The City of Brea submitted an application under Fiscal Years 2020-21, 2021-22 and 2022-23 for Housing Rehabilitation under Proposal Bid No. 012-192301.

(vi) The City of Brea desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.

**B. RESOLUTION:**

NOW, THEREFORE, THE CITY OF BREA, HEREBY, RESOLVES, AND ORDERS AS FOLLOWS:

(i) The City of Brea hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the City of Brea's Housing Rehabilitation Program under Project Bid No. 012-192301.

(ii) The City of Brea authorizes the Mayor or his/her designee to execute, for and on behalf of the City of Brea, the necessary agreement(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-192301.

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of January 2020.

\_\_\_\_\_  
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 Council of the City of Brea, held on the 21<sup>st</sup> day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

## **RESOLUTION NO. 2020-002**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA TO APPROVE THE CITY'S PARTICIPATION IN THE FISCAL YEARS 2020-21, 2021-22 AND 2022-23 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE**

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

(i) It is the intent of the City of Brea to participate in the filing of an application with the County of Orange for a grant authorized under the Housing and Community Development Act of 1974, and the Cranston/Gonzales National Affordable Housing Act of 1990, as amended.

(ii) The Housing and Community Development Act of 1974, as amended, authorizes cities under 50,000 in population to enter into cooperation agreements with the County in which they are located for the purpose of undertaking essential housing and community development activities.

(iii) The federal government requires participating cities to provide certifications that the funds will be obtained and utilized pursuant to Federal law and policy.

(iv) It is necessary that the City adopt certain projects as described in the project summary section of the application before filing the application with the County of Orange for funding authorized under the Community Development Act of 1974 as amended.

(v) The City of Brea submitted an application under Fiscal Years 2020-21, 2021-22 and 2022-23 for Housing Rehabilitation under Proposal Bid No. 012-192301.

**RESO NO. 2020-002**  
January 21, 2020

(vi) The City of Brea desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.

**B. RESOLUTION:**

NOW, THEREFORE, THE CITY OF BREA, HEREBY, RESOLVES, AND ORDERS AS FOLLOWS:

(i) The City of Brea hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the City of Brea's Housing Rehabilitation Program under Project Bid No. 012-192301.

(ii) The City of Brea authorizes the Mayor or his/her designee to execute, for and on behalf of the City of Brea, the necessary agreement(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-192301.

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-002**  
January 21, 2020

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 Council of the City of Brea, held on the 21<sup>st</sup> day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-002**  
January 21, 2020

# REQUEST FOR PROPOSAL



County of Orange

PROPOSALS MUST BE RECEIVED ON OR BEFORE

December 23, 2019

By  
12:00 P.M. Pacific Time

RFP Number  
012-192301

## INSTRUCTIONS:

1. SUBMIT HARDCOPY SIGNED APPLICANT PROPOSAL(S) TO COUNTY PROCURMENT OFFICE. SUBMIT AUDIT ELECTRONICALLY VIA FLASH DRIVE
2. RETURN THIS PAGE SIGNED
3. ALL SUBMITTALS ARE TO BE IDENTIFIED WITH RFP # 012-192301
4. FOR FURTHER INFORMATION, CONTACT:  
[www.BidSync.com](http://www.BidSync.com)

DATE: November 20, 2019

## REQUEST FOR PROPOSAL (RFP)

The County of Orange, OC Community Resources/OC Housing (hereinafter referred to as "County") is soliciting proposals ("Proposal" or "Proposals") from qualified firms (hereinafter referred to as "Applicants"), to provide high priority Housing Rehabilitation ("HR") and Public Facilities & Improvements ("PF&I") projects. Applicants must meet the minimum qualifications and requirements set forth in the Request For Proposal ("RFP") and must be capable of providing all core services set forth in the Scope of Services, attached in Section II and incorporated herein by this reference.

This RFP is set out in the following format:

- SECTION I Introduction and Instructions to Applicants
- SECTION II Scope of Services
- SECTION III Proposal Response Requirements
- SECTION IV Model Contract

### PROPOSALS ARE DUE DECEMBER 23, 2019 BY 12:00 P.M. Pacific Time (PT).

This RFP is a paper bid. See complete instructions in Section I, Item C.

**All questions and inquiries related to this RFP must be directed to:** Nina Campmas (hereinafter may also be referred to as "Contract Administrator") via [www.BidSync.com](http://www.BidSync.com) (RFP No. 012-192301). For BidSync assistance, please contact BidSync Vendor Support Team at 800-990-9339, Option 1. Applicants are not to contact other County personnel with any questions or clarifications concerning this RFP.

The Contract Administrator will provide all official communication concerning this RFP. With respect to this RFP, any County response other than from the Contract Administrator and in writing will be unauthorized and the County shall bear no responsibility for any and all reliance upon the unauthorized communication.

I HAVE READ, UNDERSTOOD AND AGREE TO ALL STATEMENTS IN THIS REQUEST FOR PROPOSAL (RFP) AND TO THE TERMS, CONDITIONS, APPLICATION(S) AND EXHIBITS REFERENCED HEREIN.

City of Brea 95-6000681  
Company Name (as it appears on your invoice and W9) Fed ID#  
1 Civic Center Circle, Brea, CA 92821  
Address  
[Signature] City Manager 12/19/19  
Authorized Signature (Sign all copies) Title Date  
Warren Coleman (714) 990-7696  
Name of person to contact in reference to this Proposal Phone Number





**HOUSING REHABILITATION AND  
PUBLIC FACILITIES & IMPROVEMENTS FY  
2020-21**

**APPLICANT PROPOSAL**

**Bid # 012-192301**

**SUPPORTING DOCUMENTS CHECKLIST**

Applicants must submit complete Housing Rehabilitation and/or Public Facilities and Improvements Applicant Proposal via sealed package. Please confirm all Parts with supporting documentation are submitted prior to the RFP deadline.

Capitalized terms not otherwise defined in the body of this Attachment A (Applicant Proposal) will have the meanings set forth in the body of the RFP.

**Applicants must answer all questions within each section as applicable, as outlined in the following key:**

|  |
|--|
| <b>ALL APPLICANTS MUST COMPLETE PART I</b>   |
| <b>APPLICANTS SUBMITTING APPLICANT PROPOSALS FOR COMPONENT A: HOUSING REHABILITATION MUST COMPLETE APPLICATION FOR PART II</b> |
| <b>APPLICANTS SUBMITTING APPLICANT PROPOSALS FOR COMPONENT B: PUBLIC FACILITIES &amp; IMPROVEMENTS MUST COMPLETE PART III</b>  |
| <b>PART I: MINIMUM REQUIREMENTS (FOR COMPONENT A &amp; B)</b>  |
| A: Applicant Information   |
| B: Applicant Profile   |
| C: Project Information   |
| D: Organizational Background   |
| E: Civil Rights Laws Compliance and HUD Standing   |
| F: Signature and Assurances  |
| <b>PART II: HOUSING REHABILITATION (COMPONENT A)<br/>(HOUSING REHABILITATION APPLICANTS MUST COMPLETE PART I AND PART II)</b>  |
| A: Priority Needs, HUD Eligibility Requirements and National Objective   |
| B: Funding Request, Accomplishment Budget, Leveraging and Project Budget   |

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

|   |
|---|
| C: Performance Objectives and Outcomes            |
| D: Organizational Project Capacity and Experience |
| E: Organizational/Project Readiness               |
| F: Environmental Information Form                 |

|   |
|---|
| <b>PART III: PUBLIC FACILITIES &amp; IMPROVEMENTS (COMPONENT B)</b><br><b>(PUBLIC FACILITIES &amp; IMPROVEMENTS APPLICANTS MUST COMPLETE PART I AND PART III)</b> |
| A: Priority Needs, HUD Eligibility Requirements and National Objective  |
| B: Funding Request, Accomplishment Budget, Leveraging and Project Budget  |
| C: Performance Objectives and Outcomes  |
| D: Organizational Project Capacity and Experience   |
| E: Organizational/Project Readiness   |
| F: Environmental Information Form   |

**Supplemental Document Instructions:** Parts/Components requesting supplemental or narrative information should be formatted per the following:

1. Each response must be typewritten; double-spaced; and in Arial font, size 12-point print.
2. Not to exceed one (1) page per question.
3. Responses should include the question and be concise but detailed enough to address what is being asked.
4. Failure to completely answer all items and/or provide the required documents may result in your Applicant Proposal being disqualified from consideration.
5. Hardcopies of Single Audit Reports and/or Audited Final Statements are not required. Electronic copies of these documents must be uploaded on Flash Drives.

**Refer to Section I.C. of the RFP for Instructions and procedures for submittal.**

**Housing Rehabilitation and Public Facilities & Improvements**  
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**PART I**

**A. APPLICANT INFORMATION**

**1. Applicant Name:** City of Brea

Address: 1 Civic Center Circle

City/State/Zip: Brea, CA 92821

Phone: (714) 990-7600 Fax: (714) 990-2258

Applicant Website: www.cityofbrea.net Email: warrenc@cityofbrea.net

\*DUNS Number: 040516791 W-9(Federal ID Number) 95-6000681

*\*The County requires a valid D-U-N-S number upon application submittal. If needed, your organization may obtain one at no cost at [www.dnb.com](http://www.dnb.com).*

**2. Authorized Person:** For the purposes of this RFP, the "Authorized Person" is the individual within your organization who has the authority to enter into a contract. The authorized person will be copied on all correspondence.

Authorized Person's Name: William Gallardo

Authorized Person's Title: City Manager  
(i.e., Executive Director, Organization's Signature Authority)

Phone: (714) 990-7711 Fax: (714) 990-2258

Email: billga@cityofbrea.net

☒ Check here if the address for the Authorized Person is the same as that of the organization.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**3. Contact Person:** For the purpose of this RFP, the "Contact Person" will be the primary recipient for all correspondence related to this RFP. The contact person should be available to respond to any inquiries throughout the RFP process.

Contact Person's Name: Warren Coleman

Housing Rehabilitation and Public Facilities & Improvements  
Applicant Proposal  
HR AND PF&I – FY 2020-21

Contact Person's Title: Senior Management Analyst

Phone: (714) 990-7696 Fax: (714) 990-2258

Email: warrenc@cityofbrea.net

☒ Check here if the address for the Contact Person is the same as that of the organization.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

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**B. APPLICANT PROFILE**

1. Applicant's Legal Name: City of Brea
2. Business Address: 1 Civic Center Circle, Brea, CA 92821
3. Telephone Number: (714) 990-7600 Fax: (714) 990-2258
4. Website Address: www.cityofbrea.net Email Address: warrenc@cityofbrea.net
5. Years in Operation: 101 Length of time in current location: 39 years
6. Is your firm:

|                       |   |  |
|-----------------------|---|--|
| Non-Profit 501(c) (3) | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| For-Profit            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Local Government      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Faith-based           | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Sole Proprietorship   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

If yes, indicate if doing business under a different name: \_\_\_\_\_

Incorporated ☒ Yes ☐ No

If yes, State of Incorporation: California



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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### C: PROJECT INFORMATION

1. **Project Title:** ADA Ramp Compliance Upgrade

Project Address: City-wide

City/State/Zip: Brea, CA 92821

#### **FY 2020-21 Housing Rehabilitation**

**Amount Requested** \_\_\_\_\_

- Maximum funding amount for Housing Rehabilitation projects \$200,000.

#### **FY 2020-21 Public Facilities & Improvements**

**Amount Requested**

\$ 150,000

- Maximum funding amount for Public Facilities and Improvements is \$150,000 with no leveraged funds and \$350,000 with 20% leveraged funds.

Applicants may propose for one or more services requested in this RFP. A separate Applicant Proposal is required for each service component. The Orange County Urban County Program is comprised of 11 cities with populations under 50,000 (participating cities). The 11 participating cities include Brea, Cypress, Dana Point, Laguna Beach, Laguna Hills, Laguna Woods, La Palma, Los Alamitos, Seal Beach, Stanton, and Villa Park. Along with 2 participating metro cities with populations over 50,000 - Placentia and Yorba Linda, which are funded using their own HUD allocation.

### 2. **Urban County Program**

- a. Is your agency a participating city or the County of Orange OCCR/Housing and Community Development that will be submitting a proposal as part of this RFP?  
☒ YES    ☐ NO
- b. If not, since only one (1) application per jurisdiction, per year for Housing Rehabilitation and Public Facilities and Improvements will be accepted, please attached written documentation (from an authorized person) from either the participating city or the County of Orange OCCR/HPD-HP advising the County to accept your Proposal as part of this RFP.

### 3. **Provide a high-level summary description of your project.**

See attached document

(If more space is needed, please attached a separate sheet)

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

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**C: PROJECT INFORMATION (Continued)**

**4. Minority-Owned and Women-Owned business (MBE/WBE)**

a. Will this project provide an opportunity to hire MBE and/or WBE business?

☒ Yes

☐ No

b. Describe all actions your organization has taken in support of HUD's goal to provide Opportunities to MBE/WBE's.

See attached Document

(If more space is needed, please attach a separate sheet)

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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### **D: ORGANIZATIONAL BACKGROUND**

Answer each question below in approximately one to four paragraphs, not to exceed one (1) page per question, if applicable. Each response must be typewritten; double-spaced; and in Arial, size 12-font. Your responses should include the question, be concise but detailed enough to address what is being asked.

1. Does your organization expend \$750,000 or more a year in federal funds?

☒ Yes ☐ No

2. Is the applicant a Non-Profit organization? ☐ Yes ☒ No

3. Describe the organization's goals, objectives, and mission.

See Attached Document

4. Provide a brief description of your organization's accounting system and controls in place.

See Attached Document

5. Describe the organization's fund development method.

See Attached Document

6. List the person(s) who have legal authority to sign contracts and other legal documents, payment requests, and checks related to this Applicant Proposal. Provide a copy of the Board Resolution/Meeting Minutes which grants signing authority to these individuals for all contracts, amendments, extensions and renewals resulting from this RFP process.

See Attached Document

7. Audit Requirements as defined in Section I.H. of the RFP:

Audits must be conducted by an independent CPA and must include a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Housing Accounting Manager or designated staff. Submit required audited documents via Flash Drive as it relates to your organization:

- a. Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016/17 and FY 2017/18). Refer to Section II.D.2. of the RFP document for more details related to Single Audit requirements.  
Or
- b. Applicants who are not subject to Single Audit reports requirements are required to submit two (2) years of audited financial statements (FY 2016/17 and FY 2017/18).

Audited Financial Statements will include:

- Balance Sheet (Statement of Financial Position) – Including all supporting schedules (i.e. Detailed Aged Payables, Aged Receivables, Notes Payable, etc.);
- Income Statement (Profit and Loss Statement);
- Statement of Cash Flow;
- Retained Earnings; and
- Any footnotes to the statements.

Submit Single Audit reports and Audited Financial Statements on a flash drive. Paper copies will not be accepted.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

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8. In the past ten years, has your organization ever had its non-profit status revoked or withheld by the IRS, the Secretary of State, the State Attorney General, or the Franchise Tax Board? If yes, please provide an explanation.
9. Please provide proof of Non-Profit Status or Business License.
10. Current/Past Litigation or Judgements: Has your organization been sued in the last five (5) years? If yes, provide detailed information regarding litigation (Court and case number), judgements involving your organization(s) or any company your organization holds a controlling interest in, or any company that holds an interest in your organization(s), or any of the principal officers of the organization(s).
11. Current/Past Liens or Monetary Judgements: In the last five (5) years, has your organization had any liens or monetary judgements issued against your organization or any company your organization holds a controlling interest in, or any company that holds an interest in your organization, or any of the principal officers of the organization. Include in your response the date of lien(s)/judgement(s) issued, date closed, dollar amount(s) and description/explanation. The County, at its discretion, may request additional information or back-up material.
12. Are any of your managers or staff with fiscal responsibilities involved in litigation presently that has any bearing on fiduciary trust or employee relations? If yes, please provide an explanation.
13. Have any unfavorable rulings been handed down by any court against your organization or executive director in the past five years? If yes, please provide an explanation.
14. Does your organization currently have any unresolved fiscal, reporting or program issues with any of its funding sources? If yes, please provide an explanation.
15. Provide an organizational chart of your organization, including key staffing for the project.
16. Provide a copy of your organization's Board of Director's list.
17. If your organization is a non-profit, provide a copy of your organization's 501(c)(3). Also provide an IRS tax-exempt letter dated no later than December 2014, or a Certificate of Status provided by the Secretary of State, Business Programs Division. Online Certificates of Status can be found on the Internet at: [http://www.sos.ca.gov/business/pdf/be\\_ircform.pdf](http://www.sos.ca.gov/business/pdf/be_ircform.pdf). (Process may take up to 24 calendar days).
18. Provide a copy of your organization's Articles of Incorporation and By-Laws.
19. Provide a copy of the minutes of your organization's board meeting where the proposed project was discussed.
20. Provide IRS 990 form "Return of Organization Exempt from Income Tax, if applicable".

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**E: CIVIL RIGHTS LAWS COMPLIANCE AND HUD STANDING**

1. Has your organization been a past recipient of assistance under a HUD McKinney Act program or the HUD Single Family Property Disposition Homeless Program?

☐ Yes

☒ No

2. If you have been a recipient under either of these programs, has your organization experienced any project or construction delay, HUD finding or outstanding audit that HUD deems serious regarding the administration of HUD McKinney Act programs or the HUD Single Family Property Division Homeless Program?

☐ Yes

☒ No

If you answered "Yes," please attach a brief description of the circumstances and outcomes.

3. Applicants must be in compliance with applicable civil rights laws and Executive Orders. Applications will be rejected if your agency has any of the following: (1) Any pending civil rights lawsuits instituted by the U.S. Department of Justice; (2) Any non-compliance with civil rights statutes, Executive Orders or regulations as a result of formal administrative proceedings, unless the applicant is operating under a HUD-approved compliance agreement designed to correct the area of non-compliance or is currently negotiating such an agreement; (3) Any unresolved secretarial charge of discrimination issues under Section 810 (g) of the Fair Housing Act, as implemented by 24 CFR 103.400; (4) Any adjudication of a civil rights violation in a civil action brought against the agency by a private individual, unless the applicant is operating in compliance with a court order designed to correct the area of non-compliance or the applicant has discharged any responsibility arising from such litigation; (5) Any deferral of the processing of applications from the sponsor imposed by HUD under Title VI of the Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) or the HUD Title VI regulations 24 CFR 1.8) and procedures, or under Section 504 of the Rehabilitation Act of 1973 and HUD Section 504 regulations (24 CFR 8.57).

If one or more of the above five situations exist within your agency, please attach a brief description.

  
\_\_\_\_\_  
Authorized Signature

William Gallardo

Print Name

  
\_\_\_\_\_  
Date

City Manager

Title

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
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**F: SIGNATURES AND ASSURANCES**

1. **Non-Discrimination:** This agency will, through all possible means, ensure equal opportunity for all persons to receive services, to participate in the volunteer structure, and to be employed regardless of age, handicap, national background, race, religion, or sex. An existing sectarian nature of the agency shall not suffer impairment under this agreement, but participation in religious observances, rituals or services will not be required as a condition of receiving food, services, or shelter paid for by this grant.
2. **Accountability:** We commit this agency, if a grant is received, to provide all reports to the County of Orange as required; to expend monies only on eligible costs to keep complete documentation (copies of all canceled checks, invoices, receipts, etc.) on all expenditures for a minimum of three years; to spend all funds and close out the program on the required date; to return any unused funds to the County of Orange; to cooperate with monitoring or site visits, and; to provide complete documentation of expenses to the County of Orange, if requested, by the required date.
3. **Non-collusion:** This Applicant Proposal is genuine, and not sham or collusive, nor made in the interest or on behalf of any person not herein named; the Applicant/proposer has not directly induced or solicited any other Applicant/proposer to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal; the Applicant/proposer has not in any manner sought by collusion to secure for him/herself an advantage over any other proposer.

**We affirm that all information in this Applicant Proposal is true and correct to the best of our knowledge and that the Applicant under our authority will execute its responsibility under the proposed contract and adhere to all other applicable rules and regulations to the fullest extent possible.**

\_\_\_\_\_  
First Authorized Person Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print First Authorized Person's Name

\_\_\_\_\_  
Mayor  
Title

\_\_\_\_\_  
Second Authorized Person Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
William Gallardo

\_\_\_\_\_  
Print Second Authorized Person's Name

\_\_\_\_\_  
City Manager  
Title



**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
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**F: SIGNATURES AND ASSURANCES (Continued)**

4. I am authorized by my Board of Directors, City Council, Board of Trustees, or other legally qualified officer to submit this Proposal on behalf of the "Applicant."
5. Applicant is not currently on any Federal, State of California or local Debarment List.
6. Applicant will provide records to show fiscal solvency, if required.

Applicant will meet all applicable Federal, State, and local compliance and regulatory requirements including, but are not limited to, the following:

- a. Ensuring that records accurately reflect actual performance
- b. Maintaining record confidentiality, as required
- c. Reporting financial, participant, and performance data, as required
- d. Meeting requirements of Section 504 of the Rehabilitation Act of 1973
- e. Meeting all applicable labor laws, including Child Labor Law standards
- f. Meeting all lobbying certification and disclosure of lobbying activities requirements.

*I recognize that I must give assurance for each item above, 'a' through 'f', as applicable. If I cannot, this Applicant Proposal and my overall Proposal will be automatically rejected.*

7. Applicant will not use funds for customers in the construction, operation, or maintenance of any part of a facility to be used for sectarian instruction or religious worship.

  
Signature Required

William Gallardo  
Print Name

12/19/19  
Date Signed

City Manager  
Print Title

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### F: SIGNATURES AND ASSURANCES (Continued)

#### 8. Validity of Proposal/Application

The County requires that all Applicant Proposals be valid for at least three hundred sixty-five (365) days from this RFP's closing date. Applicant Proposals which are not valid for at least three hundred sixty-five (365) days will be considered non-responsive and subject to rejection.

Applicant hereby certifies that Applicant's Applicant Proposal is valid for three hundred sixty-five (365) days from the RFP Closing Date.

  
Signature Required

William Gallardo  
Print Name

12/19/19  
Date Signed

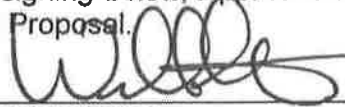
City Manager  
Print Title

#### 9. Certification of Understanding

The County assumes no responsibility for any understanding of the Applicant or representation made by any of the County's officers, employees or agents during or prior to the execution of any Contract resulting from this RFP unless:

- Such understanding or representations are expressly stated in the final executed contract; and
- The final executed contract expressly provides that the County assumes such responsibility.

By signing below, Applicant certifies that such understanding has been considered in this Proposal.

  
Signature Required

William Gallardo  
Print Name

12/19/19  
Date Signed

City Manager  
Print Title

#### 10. Minimum Qualifications Statement

Applicant hereby certifies that it meets all minimum qualifications and requirements as set forth in this RFP.

  
Signature Required

William Gallardo  
Print Name

12/19/19  
Date Signed

City Manager  
Print Title

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
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**F: SIGNATURES AND ASSURANCES (Continued)**

**11. Certificate of Insurance**

Applicant hereby certifies Applicant's willingness and ability to provide the required insurance coverage and certificates as set forth in the attached Model Contract, by signing below

  
\_\_\_\_\_  
Signature Required

William Gallardo  
\_\_\_\_\_  
Print Name

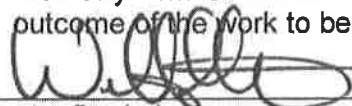
  
\_\_\_\_\_  
Date Signed

City Manager  
\_\_\_\_\_  
Print Title

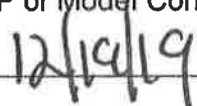
**12. Conflict of Interest**

Applicant hereby certifies that: (I) Applicant has provided the County with the disclosures required in (a) and (b) below as part of its Application, or (II) that no relationships as outlined in (a) and (b) exist.

- a. Disclose any financial, business or other relationship with the County, any other entity that the County Board of Supervisors governs, or any County Board member, officer or employee, which may have an impact, effect or influence on the outcome of the services you propose to provide. Provide a list of current clients, employees, principals or shareholders (including family members) who may have a financial interest in the outcome of services you propose to provide.
- b. Disclose any financial, business or other relationship within the last three (3) years with any firm or member of any firm who may have a financial interest in the outcome of the work to be performed under the RFP or Model Contract.

  
\_\_\_\_\_  
Signature Required

William Gallardo  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Date Signed

City Manager  
\_\_\_\_\_  
Print Title

**F: SIGNATURES AND ASSURANCES (Continued)**

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

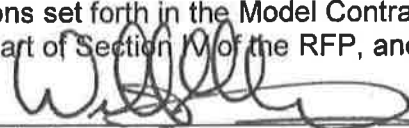
HR AND PF&I – FY 2020-21

### 13. Statement of Compliance

A statement of compliance with all parts of this RFP or a listing of exceptions and suggested changes must be submitted in response to this RFP.

Applicant hereby certifies (Applicant must certify either **a or b** by signing below):

- a. This Applicant Proposal is submitted in strict compliance with the terms and requirements of the RFP and by submitting this Applicant Proposal, Applicant agrees to all terms and requirements of the RFP including, but not limited to, the terms and conditions set forth in the Model Contract and its Attachments and Exhibits that are made part of Section IV of the RFP, and no exceptions are proposed.

  
\_\_\_\_\_  
Signature required

**OR**

- b. This Applicant Proposal is submitted in strict compliance with the terms and requirements of the RFP, including the terms and conditions set forth in the Model Contract and its Attachments and Exhibits that are made part of Section IV of the RFP, except for those exceptions expressly listed as required by this RFP and attached hereto.

\_\_\_\_\_  
Signature required

The parts/components for each proposed exception to this RFP, including, but not limited to Section IV – Model Contract, must include:

1. The complete provision Applicant is taking exception to;
2. The RFP page number and section of the provision Applicant is taking exception to;
3. The suggested rewording by way of track changes (Microsoft Word format);
4. Reason(s) for submitting the proposed exception; and
5. A description of any impact the proposed exception may have on the services to be provided.

### 14. Exceptions to the RFP Requirements

Exceptions that the Applicant has to any of the RFP requirements must be discussed under this section. Exceptions will be reviewed by OC Community Resources (OCCR) staff to evaluate the qualifications of the Applicant to meet program and service requirements. OCCR reserves the right to reject a Proposal that is not consistent with the requirements of this RFP

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

Housing Rehabilitation and Public Facilities & Improvements  
Applicant Proposal  
HR AND PF&I – FY 2020-21

**PART III**

**PART III: PUBLIC FACILITIES & IMPROVEMENTS (COMPONENT B)**

**A: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE**

1. Please provide a comprehensive description of the project's (1) priority, (2) sub-activity, (3) population(s) to be served, (4) accomplishment level, (5) services to be provided, and (6) explain how project meets the HUD Eligibility Requirements and a National Objective (LMC, LMA or LMH). **Include in this Part, clear photo(s) of the project area(s) and include explanation. If this project is located in multiple areas, only submit up to four (4) photos of different project areas and include explanation.**
- 2 Answer the following:
  - a. Summarize the Scope of Work for your project.  
**See Attached Document for Responses**
  - b. Describe why this project is needed and cite evidence to substantiate the need.
  - c. Describe how the project preserves a low and moderate-income neighborhood, or provides other community benefits.
- 3 HUD Demographics:
  - a. Does this project help prevent homelessness? ☐ Yes ☒ No
  - b. Does this project help the homeless? ☒ Yes ☐ No
  - c. Does this project help those with HIV or AIDS? ☒ Yes ☐ No
  - d. Does this project primarily help persons with disabilities? ☒ Yes ☐ No

4. Refer to Priorities below:

Projects may address more than one community development need; however, in order to be considered as addressing a "High Priority" community development need, the Application/project must meet the High Priority Needs Level identified by the Urban County, see *Priority Preferences- High Priority Needs* below. Projects with a low needs level **may not be considered** for funding this fiscal year.



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### A: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE (Continued)

#### PRIORITY PREFERENCES- HIGH PRIORITY NEEDS

The County has identified the following high priority community development needs for the use of CDBG funds during Fiscal Years 2015-2019:

- a. Senior Centers
- b. Homeless Facilities
- c. Neighborhood Facilities
- d. Water/Sewer Improvements
- e. Street Improvements
- f. Sidewalk Improvements

Source: FY 2015-19 Consolidated Plan

**Low Priority activities may not eligible for funding under this RFP.**

5. Answer each question below in approximately one to four paragraphs.

- a. Based upon your description of this project in *Part III.A: Priority Needs, HUD Eligibility Requirements and National Objective*, state how your organization will address meeting a priority need with your performance and outcomes. In your description, state how your performance objectives and performance outcomes apply to the project's beneficiaries and specifically explain how this project will affect the beneficiaries.
- b. Describe what tools your organization will utilize to measure this project's effect on the intended beneficiaries. In your description include how your organization will measure its success in meeting the needs of the project's beneficiaries.
- c. Describe the specific population that your project will serve (i.e., low to moderate-income).
- d. Describe the intended benefits to the population being served (i.e., preservation of a low to moderate-income neighborhood).

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### A: PRIORITY NEEDS, HUD ELIGIBILITY REQUIREMENTS AND NATIONAL OBJECTIVE (Continued)

#### ELIGIBLE BLOCK GROUPS

6. Is the project/activity Limited Clientele (LMC)? Yes ☐ No ☒

If LMC, please include address and or map of improved locations.

7. Is the project/activity Low/Mod Housing (LMH)? Yes ☐ No ☒

8. Does the project/activity serve Low/Mod Area (LMA)? Yes ☐ No ☒

If yes, must provide Low/Low-Mod Census information below

- a. **ELIGIBLE BLOCK GROUP – If your project's national objective is Low Mod Area (LMA) please complete the table below.**

A map identifying the eligible census tract(s) and block group(s) is required in this section if you are qualifying for a low to moderate-income area. The following is a link to obtain maps from the U.S. Department of Census Bureau: <http://www2.census.gov/geo/maps/dc10map/tract/> or at <http://www.huduser.org/datasets/qct.html>

| ELIGIBLE BLOCK GROUP TABLE |                        |   |                     |   |
|----------------------------|------------------------|---|---------------------|---|
| Eligible Block Groups      | Eligible Census Tracts | Number of Low to Moderate-Income Population | Total of Population | Percentage of Low to Moderate-Income Population |
|                            |                        |   |                     |   |
|                            |                        |   |                     |   |
|                            |                        |   |                     |   |
|                            |                        |   |                     |   |

9. If a project's boundaries are not within an Eligible Block Group, please answer the following questions:

- a. Have you submitted a survey to HUD? Date survey submitted to HUD: \_\_\_\_\_

Yes ☐ No ☒

- b. Did HUD approve your survey? Please attach a copy of the approval letter from HUD. Projects cannot be awarded funding without a survey approved by HUD.

Yes ☐ No ☒

- c. Please attach clearly-defined map(s).

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET

**FY 2020-21** *Funding Request and Accomplishment Budget Activity* is a snapshot of your total project budget. Complete the chart by providing the total requested amount for your project, the total leveraged amount for your project, and the total accomplishment level for your project.

1. Complete table below.

| FUNDING REQUEST & ACCOMPLISHMENT BUDGET ACTIVITY TABLE |             |             |
|--|-------------|-------------|
| Funds Request  |             |             |
|  | Example     | FY 2020-21  |
| A. Funds Requested                                     | \$ 75,000   | \$150,000   |
| B. Leveraging  | \$ 50,000   | \$0.00      |
| C. Total Project Funding (A+B)                         | \$ 125,000  | \$150,000   |
| D. Goals/Accomplishments                               | 1000 People | 10-15 Ramps |

#### Two Tier Funding:

Maximum funding amount for Public Facilities and Improvements (PF&I) project - \$350,000 with 20% leveraged funding.

Maximum funding amount for Public Facilities and Improvements (PF&I) project funding is \$150,000 without 20% leveraged funding.

For FY 2020-21 if new allocation funding does not increase or decrease, the estimated funding amount for (PF&I) activities would be the same. However, this is also dependent on how many (PF&I) project applications are submitted in the FY 2020-21 RFP and the amount of unallocated funding availability.

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal HR AND PF&I – FY 2020-21

## B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

### **FY 2020-21 Resource Value (Leveraging)**

Resources such as professional services should be valued at a fair-market rate. Buildings and equipment should also be valued at the fair-market rental value. Volunteer time should be valued at \$10.00 per hour.

2. Complete Leveraging Table
  - a. Type of resource to complete a specific project activity.
  - b. Project activity necessary to complete the project.
  - c. What is the source of the leverage?
  - d. Leverage value earmarked for FY 2020-21.
  - e. Attach leveraging letters

| <b>LEVERAGING TABLE<br/>FY 2020-21</b> |                            |                    |                 |
|--|----------------------------|--------------------|-----------------|
| <b>Example</b>                         |                            |                    |                 |
| Type of Resource                       | Project Activity           | Source of Leverage | Leverage Value  |
| Staffing                               | Project Management         | Gas Tax            | \$20,000        |
| Engineer                               | Project Design/Engineering | City General Fund  | \$50,000        |
| <b>Total Leveraging</b>                |                            |                    | <b>\$70,000</b> |
| Type of Resource                       | Project Activity           | Source of Leverage | Leverage Value  |
|  |                            |                    |                 |
| <b>Total Leveraging</b>                |                            |                    | <b>\$0.00</b>   |

\*Maximum number of points awarded to projects demonstrating dollar amount of leveraged resources.

### **LEVERAGING CERTIFICATION**

I certify on behalf of \_\_\_\_\_ and attest that all leveraged  
(Agency Name)  
resources contained in *Part III: B*, have not been previously used for other project(s) and that all information contained in *Part III: B* is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

# Housing Rehabilitation and Public Facilities & Improvements Applicant Proposal HR AND PF&I – FY 2020-21

## B: FUNDING REQUEST, ACCOMPLISHMENT BUDGET, LEVERAGING AND PROJECT BUDGET (Continued)

### PROJECT BUDGET

**FY 2020-21** Complete *Project Budget Table* below by listing the specific activities that will be paid for by Urban County funds and your leveraged dollars for each phase of this project. Complete this activity by using the information you provided in the *Funds Request* portion of *Part III, Section B: Funding Request and Accomplishment Budget Activity Table*.

- Maximum funding amount for Public Facilities and Improvements (PF&I) project - \$350,000 with 20% leveraged funding.
- Maximum funding amount for Public Facilities and Improvements (PF&I) project funding is \$150,000 without 20% leveraged funding.

### 3. Complete Project Budget Table

| PROJECT BUDGET TABLE – FY 2020-21            |                    |                     |                   |
|--|--------------------|---------------------|-------------------|
| Example                                      |                    |                     |                   |
| Project Costs                                | Urban County Funds | Leveraged Resources | Total             |
| Project Activity: Design/Project             | \$ 50,000          | \$ 30,000           | \$ 80,000         |
| Project Activity: Acquisition                | \$ 25,000          | \$ 20,000           | \$ 45,000         |
| <b>Total Project Cost</b>                    | <b>\$ 75,000</b>   | <b>\$ 50,000</b>    | <b>\$ 125,000</b> |
| Project Costs                                | Urban County Funds | Leveraged Resources | Total             |
| Project Activity: Design/Project Development | \$4,500            | \$0.00              | \$4,500           |
| Project Activity: Construction               | \$138,000          | \$0.00              | \$138,000         |
| Project Activity: Inspection                 | \$7,500            | \$0.00              | \$7,500           |
| Project Activity:                            |                    |                     |                   |
| Project Activity:                            |                    |                     |                   |
| Project Activity:                            |                    |                     |                   |
| Project Activity:                            |                    |                     |                   |
| Project Activity:                            |                    |                     |                   |
| Project Activity:                            |                    |                     |                   |
| <b>Total Project Cost</b>                    | <b>\$150,000</b>   |                     | <b>\$150,000</b>  |

### 4. Provide a detailed description of each project activity listed in above table.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

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### C: PERFORMANCE OBJECTIVES and OUTCOMES

1. Using the definitions below, complete the *Performance Objectives and Outcomes Table* by stating project activity, output, performance objectives and performance outcomes.

**Activity** Identify project activities geared towards completing project, set quantifiable units of accomplishments (e.g., planning, construction, inspections).

**Output** Identify project outputs such as proposed units of accomplishments (what do you hope to achieve from your project, (e.g., complete 1,000 linear feet of sidewalk).

#### Performance Objectives

- a. Suitable Living Environment: In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- b. Decent Affordable Housing: The activities that typically would be found under this objective are designed to cover the wide range of housing possible under CDBG. This objective focuses on housing programs where the purpose for the project is to meet the individual family or community needs and not programs where the housing is an element of a larger effort.
- c. Creating Economic Opportunities: This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

#### Performance Outcomes

- a. Availability/Accessibility: This outcome category applies to activities that make services, infrastructure, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate-income people.
- b. Affordability: This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- c. Sustainability (Promoting Livable or Viable Communities): This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate-income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.



# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### C: PERFORMANCE OBJECTIVES AND OUTCOMES (Continued)

| PERFORMANCE OBJECTIVES AND OUTCOMES TABLE |                       |                             |                            |
|---|-----------------------|-----------------------------|----------------------------|
| Example                                   |                       |                             |                            |
| Activity                                  | Outputs               | Performance Objectives      | Performance Outcomes       |
| Inspection                                | 1000 Lf. of Sidewalk  | Suitable Living Environment | Availability/Accessibility |
| Construction                              | 300 Sq. Ft. of Lumber | Decent Affordable Housing   | Affordability              |
| Activity                                  | Outputs               | Performance Objectives      | Performance Outcomes       |
| Construction                              | 10-15 Ramps           | Improved Accessibility      | Public Safety              |
|   |                       |                             |                            |

#### 2. PRIORITY CATEGORIES

Complete the following category, if applicable.

**You may only select one category:**

- a. **Projects with a "Regional Benefit:** Please describe how your project will benefit populations in one or more of the "North", "West-Central" or "South" County areas.

**OR**

- b. **Projects that serve the homeless:** Please describe how your project serves the homeless population and how your project is consistent with the County's Ten Year Plan to end Homelessness.

**OR**

- c. **Projects that fulfill Federal regulations or assist in achieving compliance with Federal law** (e.g. Non-Compliance with ADA): Please describe how your project is consistent with Federal regulations or how it will achieve compliance with Federal regulations.

- d. Please site specific law or Federal regulation to support your category above.

Section C 2 d. Response: The Americans with Disabilities Act of 1990.

### D: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE

1. Has your organization received funding for this type of activity during the previous three years? Yes ☒ No ☐

**If you answered, "Yes",** complete Previous Funding Table below by identifying the contract number, award amount, program income, if generated; and any unspent funds.

**If you answered "No"** above, submit a letter signed by this Applicant's authorized person that identifies one reference from three different funding sources from whom you have received funding in the past three years. The letter must include contact information

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

for the three references (funding source), the amount of funding awarded from each reference, explanation of the use of funds, duration of funding awarded, and state whether or not contractual performance measures were achieved.

| PREVIOUS FUNDING TABLE |                 |              |   |                          |
|------------------------|-----------------|--------------|---|--------------------------|
| Year                   | Contract Number | Award Amount | Program Income Generated<br>(If Applicable) | Unspent Funds from Award |
| 2017-18                | 17-23-0006-PFI  | \$200,000    | N/A   | \$10,941.56              |
| 2018-19                | 18-23-0006-PFI  | \$200,000    | N/A   | \$196,318.61             |
| 2019-20                | 19-23-0006-PFI  | \$150,000    | N/A   | \$150,000                |

2. Describe the role of key administrators, staff members, contractors, and volunteers within your organization and their role in implementing the proposed project. Include experience, education, and licensing qualifications in your description.
5. Please submit a copy of your most recent audit (within the last two years) by an independent CPA and a description of corrective action taken for any findings identified by the auditor, both of which will be reviewed by the OC Housing Accounting Manager or designated staff.

Applicants who have expended Federal funds in excess of \$750,000 are required to submit two (2) years of Single Audit reports (FY 2016/17 and FY 2017/18). Refer to Section II.D.2. of the RFP document for more details related to Single Audit requirements.

Or

Applicants who are not subject to Single Audit reports requirements are required to submit two (2) years of audited financial statements (FY 2016/17 and FY 2017/18).

### D: ORGANIZATIONAL/PROJECT CAPACITY AND EXPERIENCE (Continued)

Audited Financial Statements will include:

- Balance Sheet (Statement of Financial Position) – Including all supporting schedules (i.e. Detailed Aged Payables, Aged Receivables, Notes Payable, etc.);
- Income Statement (Profit and Loss Statement);
- Statement of Cash Flow;
- Retained Earnings; and
- Any footnotes to the statements.

**NOTE: YOUR AUDIT SHOULD BE UPLOADED TO A FLASH DRIVE AS A SEPARATE PDF. PAPER COPIES WILL NOT BE ACCEPTED.**

*Applicants who have expended Federal funds in excess of \$750,000 please see PART I: D: Organizational Background, Item 7.*

Section D – Question 5 Response:  
Electronic Storage Device attached with required information.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### E: ORGANIZATIONAL/PROJECT READINESS

Project milestones are an effective method of demonstrating overall project readiness. Enter the date the milestone action was completed in column 1. If the milestone action is in progress, enter the start and end dates in columns 2 and 3. If the action is not applicable to your project, check column 4.

| ORGANIZATIONAL/PROJECT READINESS CHART                     |                         |   |  |                    |
|--|-------------------------|---|--|--------------------|
|  | 1<br>Action<br>Complete | 2<br>Action<br>In Progress<br>Start<br>Date | 3<br>Action<br>In Progress<br>End Date | 4<br>Action<br>N/A |
| <b>Milestone Actions</b>                                   |                         |   |  |                    |
| A. Governing Body approval to apply for funds              |                         | 1/21/2020                                   |  |                    |
| B. Minute Order/Board Resolution                           |                         | 1/21/2020                                   |  |                    |
| C. Project found in current annual budget                  |                         |   |  |                    |
| Staffing/Consultant assigned for design/<br>implementation |                         |   |  |                    |
| D. Feasibility Study                                       |                         |   |  |                    |
| Design   |                         |   |  |                    |
| Project in concept phase                                   |                         |   |  |                    |
| RFP/RFQ process administered                               |                         |   |  |                    |
| Consultant contract with design engineer<br>negotiated     |                         |   |  |                    |
| Final plans and specifications written                     |                         |   |  |                    |
| Finals plans and specifications approved                   |                         |   |  |                    |
| Environmental Approvals (CEQA/NEPA)                        |                         |   |  |                    |
| E. Acquisition/Rehabilitation                              |                         |   |  |                    |
|  |                         |   |  |                    |
|  |                         |   |  |                    |

1. Include in your Applicant Proposal documentation regarding all completed milestone actions (i.e., Minute Order/Board Resolution, public hearing notice, closed session notice and/or Agenda and applicable documentation for Milestone Actions, A through E). All Applicants must immediately schedule meetings with your authority boards to ensure, if selected, all council/board approvals must be submitted prior to contract signing by your agency. Please include any prepared staff report as a response to this RFP and identify your council/board schedule meeting date.

# Housing Rehabilitation and Public Facilities & Improvements

## Applicant Proposal

HR AND PF&I – FY 2020-21

### E: ORGANIZATIONAL/PROJECT READINESS (Continued)

For Applicants: When submitting to your council/board, approval via a resolution/board approval-minutes, should include:

#### ***[Sample Council/Board Resolution]***

*The [agency name] submitted (or will be submitting) an application under FY 2020-21, FY 2021-22 AND FY 2022-23 FOR HOUSING REHABILITATION AND FY 2020-21 FOR PUBLIC FACILITIES & IMPROVEMENTS REQUEST FOR PROPOSAL BID NO. 012-192301.*

*The [agency name] desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.*

*NOW, THEREFORE, THE [agency name], HEREBY, RESOLVES, AND ORDERS AS FOLLOWS:*

- 1. The [agency name] hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the [agency name] Housing Rehabilitation [project name] Project and the [agency name] Public Facilities & Improvements [project name] Project under Bid No. 012-192301.*
- 2. The [agency name] authorizes the [ Individual Title ] or his/her designee to execute, for and on behalf of the [agency name], the necessary agreements(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-192301.*
- 2. Include in your Applicant Proposal a written status for all milestone actions marked as "In Progress." Include supporting documentation to support progress.*
- 3. Include in your Applicant Proposal a brief explanation as to why a given milestone action is not applicable to the project, if necessary.*

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**F: ENVIRONMENTAL INFORMATION FORM**

**OC Housing**  
**1501 E. Saint Andrew St, First Floor, Santa Ana, CA 92705**  
**Environmental Information Form**  
**NEPA (24 CFR Part 58)**

**Project Title: ADA Ramp Compliance Upgrade**

**Program Activity (ies): Reconstruct existing ADA Ramps & Install Where Missing.**

**Name of Subrecipient: N/A**

**Fund Type (s):** ☐ CDBG ☐ HOME ☐ ESG ☐ NSP ☐ OCHA/Operating Reserves ☐ CoC ☐ General Fund

**Contract Number (s):**

**Contract Amount:** \$ \_\_\_\_\_

**Project Location:** (Provide precise address and include Census Tract No... If confidential, please insert "Suppressed" and provide Census Tract No.)

Response : There is not a precise address for the work we are going to do. The work will be performed on public sidewalks at various locations throughout the City.

**Project Activity Level Description:** (Please provide in detail the level of services you provide or the scope of rehabilitation and/or construction your project will involve. If needed, please use attachments.)

**(Projects involving new construction, rehabilitation or acquisition activities must complete the Supplemental Site Information portion of this form)**

Response: ADA ramps will be demolished and reconstructed to meet current ADA guidelines. In some instances, ADA Ramps will also be newly installed where needed.

**Existing Environmental Conditions:** (Please, describe the surrounding environment around your project)

Response: The surrounding environment for this project will be public streets and sidewalks.

**Previous Governmental Actions/Approvals Received on your Project:** (If applicable, please list and attach a copy of any discretionary approvals you received on your project from a City or other County Agency.)

Response: N/A

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**Discretionary Approval(s) Needed From City/County to Complete your Project(s):**

Response : N/A

I hereby declare that the statements furnished above, including any exhibits attached hereto represent all information required for this assessment. Said statements together with any exhibits attached hereto are true and correct.

|           |                        |      |
|-----------|------------------------|------|
|           | Sr. Management Analyst |      |
| Signature | Title                  | Date |

**Supplemental Site Information**

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED – CHECK ALL BOXES THAT APPLY

**(All PF&I, Acquisition, Rehabilitation and/or New Construction Activities must include site photos and site plan)**

**Proposed Project Type:**      ☐ New Construction                      ☐ Acquisition  
   ☐ Acquisition/Rehabilitation                      ☒ Rehabilitation

**Description of the Proposal:** Include all contemplated actions, which logically are either geographically, or functionally a composite part of the project, regardless of the source of funding. [24 CFR 58.32, 40 CFR 1508.25]

The City of Brea proposes to replace existing ADA ramps to bring them up to current ADA specifications.  
The work will be performed on public sidewalks and near public streets.

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# Applicant Proposal

## HR AND PF&I – FY 2020-21

**Proposed Site: Zoning Designation:** N/A

Is project in a floodplain? \_\_\_\_\_ FEMA Map No: \_\_\_\_\_ (attach copy)

Other: \_\_\_\_\_

Parcel No: \_\_\_\_\_

**Prior Use(s)/Development(s):**

If residential use, number of units: Proposed \_\_\_\_\_ Existing \_\_\_\_\_

2 Bedroom # of Units \_\_\_\_\_ 3 Bedroom # of Units \_\_\_\_\_ 4+Bedroom # of Units \_\_\_\_\_

Total Number of Units: \_\_\_\_\_ Total Number of Buildings: \_\_\_\_\_

Response: The existing conditions of the project area include and involve public sidewalks. Some neighborhoods have existing but outdated ADA ramps and some neighborhoods have not had a sufficient number of ADA ramps installed. This project strives to upgrade the condition of ADA ramps throughout the City but with a priority focus on access and egress routes to public facilities.

**Housing Rehabilitation and Public Facilities & Improvements**  
**Applicant Proposal**  
HR AND PF&I – FY 2020-21

**F: ENVIRONMENTAL INFORMATION FORM (Continued)**

Is current zoning and use appropriate for the proposed site? If not, present a plan for obtaining any discretionary approvals.

Response: The current zoning and use is appropriate.

**Prior Analysis:**

Have there been any prior Environmental Reviews completed for the proposed site or project within the last five (5) years. *If yes, please attach copies of the Environmental Review.*      ☐ Yes      ☒ No

Has the site been involved in any other proposals previously submitted to this office?

☐ Yes      ☒ No

Title of Prior Proposal: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Eventual Result:                      ☐ Project Not Funded

☐ Project Funded \$ \_\_\_\_\_

☐ Project Completed              Date Completed \_\_\_\_\_

☐ Project Cancelled              Date Cancelled \_\_\_\_\_

Describe why project was cancelled:

N/A

## **RESOLUTION NO. 2020-003**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA TO APPROVE THE CITY'S PARTICIPATION IN THE FISCAL YEAR 2020-21 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE**

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

(i) It is the intent of the City of Brea to participate in the filing of an application with the County of Orange for a grant authorized under the Housing and Community Development Act of 1974, and the Cranston/Gonzales National Affordable Housing Act of 1990, as amended.

(ii) The Housing and Community Development Act of 1974, as amended, authorizes cities under 50,000 in population to enter into cooperation agreements with the County in which they are located for the purpose of undertaking essential housing and community development activities.

(iii) The federal government requires participating cities to provide certifications that the funds will be obtained and utilized pursuant to Federal law and policy.

(iv) It is necessary that the City adopt certain projects as described in the project summary section of the application before filing the application with the County of Orange for funding authorized under the Community Development Act of 1974 as amended.

(v) The City of Brea submitted an application under Fiscal Year 2020-21 for the Public Facilities and Improvements Program under Proposal Bid No. 012-192301.

**RESO NO. 2020-003**  
January 21, 2020

(vi) The City of Brea desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.

**B. RESOLUTION:**

NOW, THEREFORE, THE CITY OF BREA, HEREBY, RESOLVES, AND ORDERS AS FOLLOWS:

(i) The City of Brea hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the City of Brea's efforts to install and improve ADA Accessibility Ramps under Project Bid No. 012-192301.

(ii) The City of Brea authorizes the Mayor or his/her designee to execute, for and on behalf of the City of Brea, the necessary agreement(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-192301.

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-003**  
January 21, 2020

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 Council of the City of Brea, held on the 21<sup>st</sup> day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-003**  
January 21, 2020

## City of Brea

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### COUNCIL COMMUNICATION

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 01/21/2020  
**SUBJECT:** Active Transportation Plan Final Report

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### **RECOMMENDATION**

Adopt Resolution for City Council approval of the Brea Connecting the Core Active Transportation Plan.

### **BACKGROUND/DISCUSSION**

In 2017, Brea Envisions identified several initiatives and values that the Community envisioned for Brea's future. Specifically, creating and enhancing this community to be healthy and walkable, improving and enhancing public spaces and recreational amenities, and improving and maintaining safety in the City and developing different transportation options to move around Brea. The City had great success with the Tracks at Brea trail system but recognized more will need to be done to continue to provide safe, comfortable routes and connections for residents of all ages and abilities to travel within the City.

The Brea Core Plan was subsequently initiated to review the central core of the City. With respect to mobility, the City received a grant from Caltrans (Caltrans Sustainable Transportation Grant) to look at improving safety and access of major east-west corridors like Lambert Road and Imperial Highway and north-south corridors like Brea Boulevard and State College Boulevard. The grant helped fund community engagement efforts, collect data on existing conditions, develop plans for remedies to circulation and mobility challenges and to develop a plan for potential future improvements.

The Brea Connecting the Core Active Transportation Plan (ATP) – See Attachment 2 - identifies mobility challenges and recommends a toolbox of potential solutions to improve circulation within Brea's core. The community-driven Plan develops a vision for a connected and safe transportation system for all, organized by three core elements including:

- Provide **access** for all users
- Focus on **safety** enhancements
- Institute creative **design** solutions

A robust community engagement effort was the primary component in obtaining infrastructure and program recommendations for the Plan, with both high-tech and high-touch strategies conducted to maximize the number and quality of responses from members of the community. Over 25 in-person events were conducted and 2,500 public



comments were received through the duration of Plan development, which occurred from February through December 2019. Engagement consisted of technical working group meetings with city staff and community members, traditional public workshops, pop-up activities, safe routes to school activities and a multi-day community charrette with one-on-one interviews with resident and business stakeholder groups. Complementing the in-person events were interactive online surveys and web maps on the Brea Core Plan website at [planbrea.com](http://planbrea.com). Notifications of in-person and online engagement were provided through printed flyers and postings on social media sites.

The Plan's first engagement phase included a series of interactive boards that determined the community's priorities for access, design and safety. Pop-up events were the key source for obtaining input during this phase. Interactive and colorful boards were leveraged to attract attention at a series of public events and meetings throughout the City. Respondents prioritized improvements to pedestrian and bicycle facilities and increased connectivity throughout Brea Core Plan Area for access. To improve safety, slowing the speed of motor vehicle traffic, improving crosswalks and lighting were key priorities. The addition of trees and benches were the top desired design improvements.

The second phase of community engagement solicited infrastructure improvements for key corridors in Brea's core. Similar to the first engagement phase, interactive table activities were created as a key component to engage community members throughout the City. Participants noted the need for better connectivity to local trails and more bikeways, particularly along Berry Street and Brea Boulevard. Participants expressed safety concerns, specifying locations for speed bumps near schools and enhanced crosswalks for pedestrians. The addition of trees, shade, pedestrian scaled lighting, and water features were the top desired design related improvements. Based on feedback received during the first and second phase of community engagement, a Draft Plan was developed that included the following components:

- A set of **goals and policies** expanded upon the three core elements of the Plan.
  - Increasing **access** by creating an environment in the Brea Core Plan Area where all people can navigate comfortably.
  - Creating an environment in the Brea Core Plan Area that feels **safe** and welcoming for people of all ages and abilities.
  - Developing places and streets in the Brea Core Plan Area that are comfortable and pleasant through instituting creative **design** solutions.
- A **toolbox of improvements** outlining a range of facility types to improve pedestrian, bicycle and vehicular infrastructure, and site-specific design improvements to improve wayfinding, lighting and landscaping throughout the Brea Core Plan Area.
- A detailed set of **improvement options** for ten corridors in the Brea Core Plan Area. Each corridor includes a description of opportunities, recommendations to consider with sketches illustrating potential improvements, and specific grant opportunities to fund infrastructure tailored to each corridor.
- An outline of **steps to implement Plan** recommendations, including pursuit of funding, coordination with regional agencies, environmental review, additional outreach to be conducted, development of design drawings and construction coordination.

Following the release of the Draft Plan, a third phase of engagement was conducted to receive comments on the Plan from the community. The Draft Plan was presented at an

open house and at four pop-up activities held throughout the City. Activity booths provided participants an opportunity to review the Draft Plan and to participate in an online survey, with over 400 unique interactions received. Responses received from the survey demonstrated strong support for improvement options proposed in the Plan, with 85% supporting Plan recommendations.

Further demonstrating Plan improvements upon release of the Draft Plan, a complete streets demonstration event was held in November 2019. A temporary high visibility crosswalk was installed for students to use at the Brea Junior High Park crossing at Country Lane and Lambert Road. Approximately 90 Brea Junior High School students, as well as some parents and teachers attended the event. The event provided games and other activities to engage students with complete streets concepts and active transportation safety tips. Similar to the online survey, there was overwhelming support for pedestrian and bicycle improvements.

### **FISCAL IMPACT/SUMMARY**

There is no fiscal impact associated with the adoption of the Brea Connecting the Core Active Transportation Plan. While the Brea Connecting the Core Active Transportation Plan recommends approximately \$20 million dollars in potential infrastructure improvements throughout the Brea Core Plan area, the City is not obligated to fund Plan recommendations. City Council adoption of the Plan will enable City Staff to pursue program and infrastructure funds through the Caltrans Active Transportation Program, which distributes over \$440 million dollars in pedestrian and bicycle improvements every 2 years. The next grant cycle is expected to be released in Spring 2020. Having an adopted Active Transportation Plan is a key component in being competitive for not only pursuing Caltrans Active Transportation grant funds, but grants through other statewide and regional programs, including OCTA's Bicycle Corridor Improvement Program, the Recreational Trails Program administered by California State Parks, and Urban Greening Grant Funding administered through the California Natural Resources Agency. Additional opportunities to fund recommendations may be available through collection of developer fees as properties in the Brea Core Plan Area turn over.

### **SUMMARY**

Approval of the Brea Connecting the Core Active Transportation Plan would allow staff to pursue grant funding for pedestrian and bicycle improvements in the Brea Core Plan Area. The plan will also serve as a component to help update the General Plan with respect to circulation, urban design, and bikeways. Overall, this will result in the advancement of community initiatives described in the Brea Envisions Strategic Plan, as well as incorporate community input received throughout the development of the Brea Connecting the Core Active Transportation Plan.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Maribeth Tinio, Senior Planner

Concurrence: Jennifer A. Lilley, AICP, City Planner

---

**Attachments**

1. Draft Resolution

1. Brea Connecting the Core Active Transportation Plan

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**RESOLUTION NO. 2020-004**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA  
AUTHORIZING THE CITY MANAGER TO ADOPT THE CITY OF BREA CORE  
CONNECTIVITY AND ACTIVE TRANSPORTATION PLAN**

**A. RECITALS:**

(i) The City Council of the City of Brea authorized the City Manager on July 11, 2017 to execute all Restricted Grant Agreements with the California Department of Transportation to advance the development of the Brea Connecting the Core Active Transportation Plan.

(ii) The Brea Connecting the Core Active Transportation Plan provides infrastructure and program recommendations for corridors in the Brea Core Plan Area.

(iii) Having an adopted Active Transportation Plan is an important component for municipal agencies in California to be competitive for statewide and regional funds, including grant funds available through the Caltrans Active Transportation Program.

(iv) Therefore, adoption of the Brea Connecting the Core Active Transportation Plan will enable City of Brea staff to pursue grant funding to implement transportation improvements, advancing community-driven initiatives in the Brea Envisions Strategic Plan and community feedback received throughout the development of the Plan.

**RESO NO. 2020-004**  
January 21, 2020

**B. RESOLUTION:**

**NOW, THEREFORE,** it is found by the City Council of the City of Brea to adopt the Brea Connecting the Core Active Transportation Plan.

**APPROVED AND ADOPTED** this 21st day of January, 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was passed at a regular meeting of the City Council, held on the 21st day of January, 2020, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Dated:

\_\_\_\_\_

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

**RESO NO. 2020-004**  
January 21, 2020

BREA

# connecting the core

## ACTIVE TRANSPORTATION PLAN



JANUARY 2020





BREA

# connecting the core

## ACTIVE TRANSPORTATION PLAN

JANUARY 2020



This document was funded through a Caltrans Sustainable Transportation Planning Grant.



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  - State College Boulevard
  - Berry Street
  - Poplar Avenue
  - Lambert Road
  - Randolph Avenue
  - Associated Road
  - The Tracks





# CHAPTER 1

## Introduction – Setting the Vision



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As part of advancing community-driven initiatives from the Brea Envisions Community Strategic Plan, the Brea Connecting the Core Active Transportation Plan represents a collaborative community-based effort to prepare a Plan for improving mobility for bicyclists, pedestrians, transit riders, and motorists in the heart of the City. With funding provided by Caltrans through a Sustainable Transportation Planning Grant, this Plan provides a set of implementable actions to guide future improvements and serves as a foundation for a safe, sustainable, and connected community.

## A Vision for a Connected and Safe Transportation System for All

This Plan was developed with community input gathered through a series of workshops, meetings with local stakeholders, pop-up events, and a design charrette. Feedback received during the outreach process was organized by the guiding initiatives of access, safety and design. These initiatives are at the core of this Plan and are the blueprint for a fully connected transportation network of complete streets that safely move people in Brea's Core. In addition to community outreach, this Plan was also informed by nationally recognized best practices in the design of streets, bikeways, and the pedestrian realm. A detailed description on the Plan's guiding initiatives are further described below.

**Provide Access for All.** The Connecting the Core Active Transportation Plan envisions the heart of Brea with seamless connections between the area's residential neighbor-

hoods, shopping centers, cultural centers, civic facilities, and parks and open spaces, regardless if one is walking, biking, driving, or considering to take public transportation.

**Focus on Safety Enhancements.** Through a range of recently instituted national surveys, over 60% of Americans are interested in walking and biking more but do not because of safety concerns, whether those concerns are real or perceived. As part of this Plan, recommendations will focus on elements including safety, access, design, and community outreach to address sidewalk, bikeways, and crossing improvements in areas where the public expressed

concerns or repeated bicycle and/or pedestrian collision incidents occurred.

**Institute Creative Design Solutions.** While increasing access and safety are important elements for encouraging walking and biking, without proper design of walking and bicycling facilities these improvements will not be fully realized. Giving the proper attention to places and streets through creative design solutions will ensure transportation improvements proposed in this Plan are responsive to community needs and are well utilized when constructed.





## 1 INTRODUCTION

## 2 COMMUNITY OUTREACH

## 3 EXISTING CONDITIONS

## 4 GOALS AND POLICIES

## 5 NETWORK RECOMMENDATIONS

## A APPENDIX

# Overview of Contents

## CHAPTER 1 • INTRODUCTION - SETTING THE VISION

This chapter presents factors that lay the foundation and development of this Plan, including the document's vision and organization of content.

## CHAPTER 2 • COMMUNITY OUTREACH - ENGAGING THE PUBLIC

A primary focus of this Plan involves engaging the community, generating meaningful input from a wide range of organizations and individuals throughout Brea to ensure that walking, biking and transit improvements truly reflect the needs of residents, employees and visitors to Brea's Core. Online and in-person interfaces provided multiple opportunities for community members to submit input and stay connected throughout Plan development. This chapter outlines engagement strategies that guided the Plan's generation, as well as a summary of input received from those strategies.

## CHAPTER 3 • EXISTING CONDITIONS - WALKING AND BIKING IN BREA TODAY

As a snapshot of walking, biking, and transit conditions in Brea's Core, this chapter presents an overview of existing land uses, demographics, and transportation services; an assessment of existing sidewalks, bikeways, and trails; and an overview of relevant planning documents and ongoing programs.



## CHAPTER 4 ♦ GOALS, POLICIES AND ACTIONS – RESPONDING TO GUIDING ELEMENTS

The Plan's Goals, Policies and Actions are directly informed by community input, framed by initiatives from the Brea Envisions Community Strategic Plan, and organized by the Plan's guiding initiatives of access, design, and safety. This chapter presents Goals, Policies and Actions that will guide Plan recommendations for infrastructure improvements and programs to support walking, biking, and connecting to transit.



## CHAPTER 5 ♦ NETWORK RECOMMENDATIONS – OUTLINING PROJECTS AND PROGRAMS

Moving forward from planning to implementation, this chapter outlines a menu of options for the location of pedestrian and bicycle improvements to create a safe, connected, and attractive transportation network. This chapter provides a brief written description and map of each corridor, a toolbox of infrastructure improvements, steps to expedite implementation,



cost estimates, and funding sources tailored to each corridor's location and type of improvements.

## APPENDIX ♦ BACKGROUND DATA AND INPUT

The appendix, attached as a separate document, includes the Caltrans ATP Checklist, detailed community input on walking and bicycling needs, collision data in the Brea Core Area, the Safe Routes to School Walk Audit Presentation, and a breakdown of improvement costs.



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## CHAPTER 2

# Community Outreach – Engaging the Public



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# What We Heard From the Community

From February to November 2019, the City of Brea, in partnership with the Local Government Commission (LGC), PlaceWorks, Crowdbrite, Here LA, and IBI Group (collectively known as the Project Team), engaged community members, businesses, and decision-makers within City government and from neighboring communities to inform this Active Transportation Plan. Together, the Project Team conducted extensive community and stakeholder engagement to explore options to improve access, design, and safety for walking, bicycling, and transit in the Brea Core Plan Area.



Over 25 events were hosted over the course of the outreach process to ensure transparency and encourage the community's involvement. The events include a series of pop-up activities, workshops, and meetings with stakeholders. The events were open to all ages and held at key locations in the Brea Core Plan Area that drew local residents, employers/employees, and school students/staff. As a result of this effort, over 2,500 comments were received.

## Principal events included:

- ◆ Technical Working Group Meetings:
  - February 20, 2019
  - March 27, 2019
- ◆ Kick-Off Workshop: May 4, 2019
- ◆ Pop-Up Activities, Round 1: May 11 - July 4, 2019
  - Public Works & Fire Department Open House
  - The Tracks at Brea
  - La Floresta
  - National Senior Health Fitness Day
  - Brea Downtown
  - Community Center
- ◆ Safe Routes to Schools Activities:
  - Brea Junior High School: Walk Audit (February 8, 2019) & Presentation of Walk Audit Observations (May 23, 2019)
  - Laurel Elementary School: April 23rd, 2019
- ◆ Community Design Charrette: June 19 & 20, 2019
- ◆ Pop-Up Activities, Round 2: July 24 - August 23, 2019
  - Tracks at Brea
  - La Floresta
  - Parklet in Brea Downtown
  - Brea Community Center
  - Concerts in the Park at City Hall Park
  - Brea Fest
  - Mercury Insurance (Greenbriar Campus)
  - Mercury Insurance (Imperial Campus)
- ◆ Draft Plan Workshop: October 9, 2019
- ◆ Draft Plan Pop-Up Activities: October 23-30, 2019
  - The Tracks
  - Brea Downtown
  - Brea Community Center
  - Coffee Bean across the street from Brea Junior High School
- ◆ Pop-Up Demonstration with Students at Brea Junior High Park: November 7, 2019

## Technical Working Group Meetings

Outreach and engagement kicked off with formation of a Technical Working Group, comprised of “ambassadors” from the community including Brea residents, Orange County Health Care Agency (OCHCA), City of Brea staff, staff from the Cities of Fullerton and Yorba Linda, and Orange County Transportation Authority (OCTA) staff. Ambassadors guided the development of community outreach events, assisted in the publication of community events, identified ways to encourage public participation, and reviewed proposed improvements developed by the Project Team. The Technical Working Group met on February 20th, March 27th, and December 11th, 2019.





# Kick-Off Workshop

City staff and the Project Team hosted a Kick-Off Workshop on May 4, 2019 to kickstart community engagement and awareness of the project. Community members were invited to participate by reviewing a series of educational and informational boards and by providing input by selecting their priorities for improvements on pop-up boards. Activities and stations included:

- ♦ Boards which provided context for the Plan, including a menu of potential design improvements.
- ♦ 'Pop-up' boards that provided an overview of the project and were a means to illicit feedback from community members. The content of these pop-up boards are described in the Section 'Pop-Up Activities: Round 1 Pop-Up Activities'.
- ♦ Temporary demonstration of a parklet with outdoor furniture and landscaping.
- ♦ A self-guided walk and bike audit station. Community members were provided an overview of the audit checklists and directed to a website to conduct the audit at various locations in the Brea Core Plan Area.
- ♦ Police Department staff distributed promotional giveaways and talked about safe practices while interacting with motor vehicles and pedestrians as a cyclist. The Police Department also checked for helmet safety, ensuring helmets were properly fitted.
- ♦ Brea Junior High School students presented results of the February 8, 2019 walk audit.
- ♦ Two Wheeler Dealer Bicycles, a local bicycle shop, set up a station where they performed bicycle checks, tune ups, and provided bicycle safety information.



# Pop-Up Activities

A key component of obtaining input from the community included going to “where the people are” through “popping-up” at key locations throughout the City. The pop-up activities were engaging the public in fun, interactive activities to solicit feedback on walking and biking improvements in the Brea Core Plan Area. Two sets of interactive activities were developed as part of the Plan. With over 7 pop-ups conducted during the first round, over 796 comments were received from the community as a result of conducting the activities. The pop-up activities and public input received from those activities are summarized on the following pages. Detailed comments and results from the pop-up activities are presented in Appendix B and C.

## ROUND 1 POP-UP ACTIVITIES

The first set of pop-up activities were used to assess priority improvements from community members to inform preliminary design concepts presented during the Community Design Charrette.

Feedback was collected from May 4, 2019 through June 12, 2019 at the following locations and/or public events:

- ♦ Kick-Off Workshop at the Brea Civic Center
- ♦ Public Works & Fire Department Open House
- ♦ The Tracks at Brea
- ♦ La Floresta
- ♦ National Senior Health Fitness Day
- ♦ Brea Downtown
- ♦ Community Center

## Description of Round 1 Pop-up Activities

The purpose of the exercise was to provide contextual information on existing conditions, educational information on walking and biking improvements, and to understand what the Community’s priorities are for walking and biking. Participants were asked to interact with five boards as outlined below:

- ♦ **Board 1:** The first board in the pop-up activity includes an overview of the project. The board then asked participants: “Do you live or work in Brea?” Participants placed a sticker on the map to indicate where they live and/or work.
- ♦ **Boards 2-4:** These boards asked participants which initiative (access, design, or safety) was their top priority for the Brea Core Plan

Area. After selecting their priority, a pin was given to participants.

- ♦ **Board 5:** The last board asked participants to identify where they would like to see improvements. This board also provided Comment Cards, participants were prompted to “fill-in-the-blank” for the following prompts:
  - More ways to improve.....
  - I would walk/bike more if.....
  - Other comments/concerns
  - Write your email address below to stay updated!

A summary of feedback received from the Round 1 Pop-Up Activities is presented on Page 2-9, with open-ended comments shown in Appendix B.



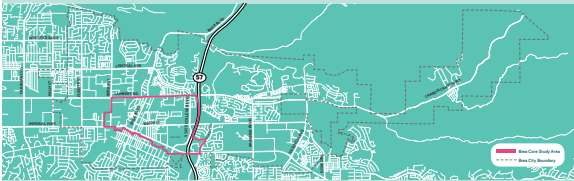


## BREA CONNECTING THE CORE ACTIVE TRANSPORTATION PLAN

The City of Brea is continuing a collaborative effort with the community to prepare a long-range plan for improving mobility for bicyclists, pedestrians, transit riders, and motorists in the heart of the City. The project will provide an action plan to guide future improvements.

**PARTICIPATE TODAY!**

- 1 Complete the mapping activity below.
- 2 Tell us what to prioritize by taking a pin from the board.
- 3 Tell us where to focus improvements on a map of Brea.
- 4 Fill out a comment card to tell us more about your vision for mobility in Brea's Core!



**WHERE I LIVE** Place a green dot to show us where you live in the City.

**WHERE I WORK** Place a blue dot to show us where you work in the City.

**WHAT WILL THE PLAN DO?**

- Define where the community wants to walk and bike within the Core area.
- Identify improvements to streets, sidewalks, and public spaces in the City based on community input.
- Select and prioritize improvements for implementation.
- Continue the Brea Envisions conversation and dig deeper in the community's values and vision for improving mobility within the heart of the City.

**PROJECT SCHEDULE 2019**

|                     | Spring | Summer | Fall | Winter |
|---------------------|--------|--------|------|--------|
| Existing Conditions |        |        |      |        |
| Outreach            |        |        |      |        |
| Draft Plan          |        |        |      |        |
| Final Plan          |        |        |      |        |

Brea  
connecting the core  
PLACEMAKERS  
Here LA

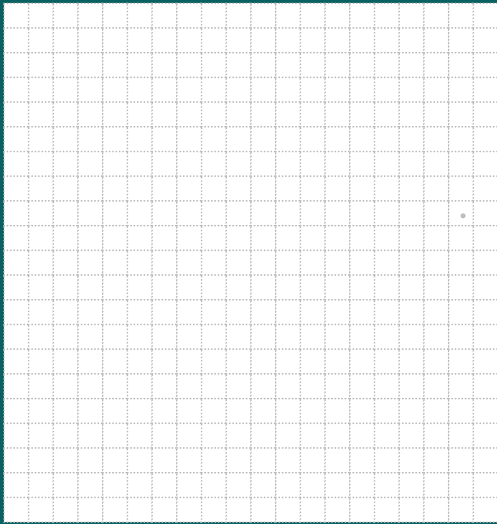
Round 1 Pop-up Board #1

## WHICH ELEMENT IS Access

*An environment where all people can navigate comfortably.*

If ACCESS improvements are your priority, take a pin from this board.  
Replace the pin with a sticker that indicates your top priority for access (see key below).

**Bike Improvements** **Pedestrian Improvements** **Wayfinding & Signage**



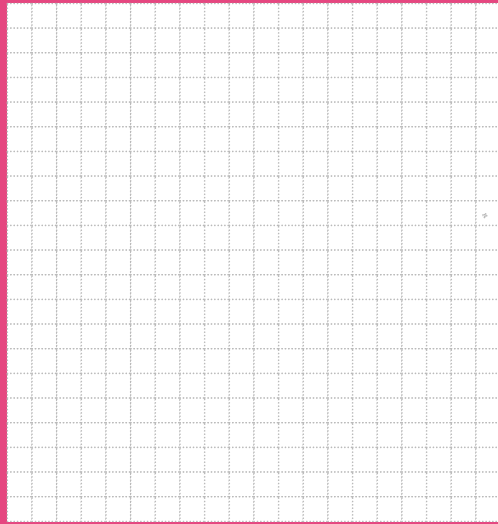
Round 1 Pop-up Board #2

## YOUR TOP PRIORITY Design

*An environment that feels comfortable and pleasant.*

If DESIGN improvements are your priority, take a pin from this board.  
Replace the pin with a sticker that indicates your top priority for design (see key below).

**Landscaping & Shade** **Clean Comfortable Streets** **Pleasant & Enjoyable**

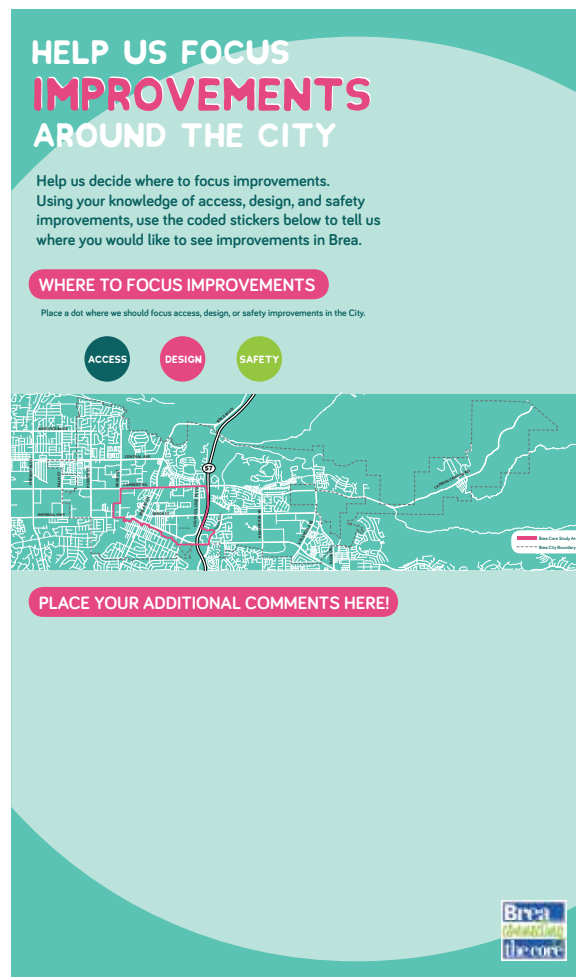


Round 1 Pop-up Board #3





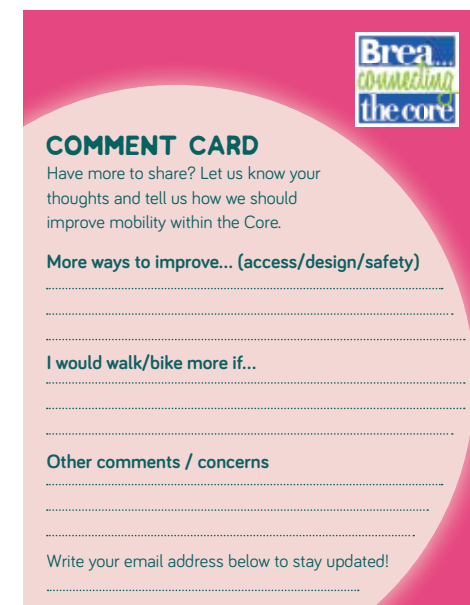
Round 1 Pop-up Board #4



Round 1 Pop-up Board #5

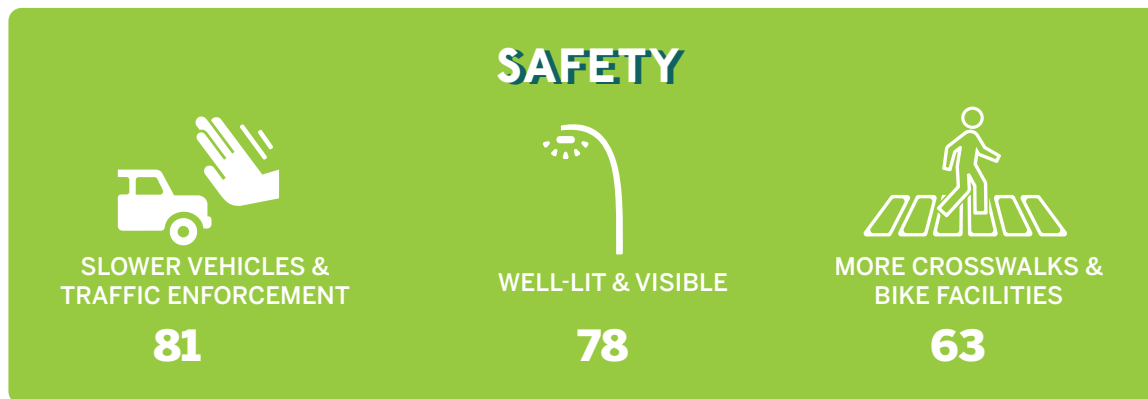


Stickers for pop-up boards #2-#4



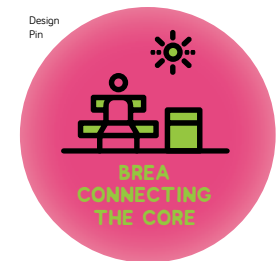
Comment Card for Pop-up Board #5

## ROUND 1 POP-UP RESULTS



### KEY TAKEAWAYS FROM COMMENT CARDS - ROUND 1 POP-UPS

- ◆ **Improvements to Bicycle Facilities and Increased Connectivity throughout Brea Core Plan Area are the Top Desired Access Improvements.**
- ◆ **Improvements to Bicycle Facilities is the Top Safety Concern.** Bicycle facility improvements were followed by slowing the speed of motor vehicle traffic, improving crosswalks and lighting.
- ◆ **The Addition of Trees and Benches are the Top Desired Design Improvements.**



Pins given to Round 1 Pop-Up participants

## ROUND 2 POP-UP ACTIVITIES

The second series of pop-up activities collected feedback on bicycle and pedestrian improvements proposed during the Community Design Charrette on June 19-20, 2019. Input received from the pop-up activities informed network recommendations in this Plan.

Feedback was collected from July 24, 2019 through August 23, 2019 at the following locations:

- ◆ Tracks at Brea
- ◆ La Floresta

- ◆ Parklet in Brea Downtown
- ◆ Brea Community Center
- ◆ Concerts in the Park at City Hall Park
- ◆ Brea Fest
- ◆ Mercury Insurance (Greenbriar Campus)
- ◆ Mercury Insurance (Imperial Campus)

### Description of Round 2 Pop-Up Activities

The Round 2 Pop-Up Activities consist of two information boards and three interactive tables, which were taken to the locations mentioned above. The information board summarizes community feedback received during the Round 1

Pop-Up Activities and provides a map of pedestrian and bicycle improvements.

The three interactive tables present a set of potential options for bicycle and pedestrian improvements on each corridor within the Brea Core Plan Area. Each participant was given a set of “chips” to identify their top five improvements. After completing the table activity, community members were given comment cards to provide input on the map of suggested locations for pedestrian and bicycle improvements. A summary of feedback received from the Round 2 Pop-Up Activities is presented on pages 2-14 & 2-15, with open-ended comments shown in Appendix C.



Round 2 Pop-Up Outreach



Round 2 Pop-Up Outreach



Round 2 Pop-Up Outreach

# BREA CONNECTING THE CORE ACTIVE TRANSPORTATION PLAN

The City of Brea is continuing a collaborative effort with the community to prepare a long-range plan for improving mobility for bicyclists, pedestrians, transit riders, and motorists in the heart of the City. The project will provide an action plan to guide future improvements.

**WHAT WE HEARD**

INITIAL COMMUNITY POP-UPS (SPRING, 2019)

What do you think about the network? Post your comments below!

Which element is your top priority for Brea's core?

| Category | Element                               | Percentage | Count |
|----------|---------------------------------------|------------|-------|
| Safety   | Slower Vehicles & Traffic Enforcement | 30%        | 152   |
|          | Medical & Injury SOPS                 |            |       |
|          | More Crosswalks & Bike Facilities     | 27%        |       |
| Access   | Development Access                    | 40%        | 134   |
|          | Pedestrian Improvements               | 40%        |       |
|          | Parking & Storage                     | 8%         |       |
| Design   | Landscaping & Shade                   | 45%        | 119   |
|          | Pavement & Expansion                  | 57%        |       |
|          | Cover & Comfortable Streets           | 9%         |       |

**Brea**  
connecting the core  
PLACE YOUR COMMENT HERE  
Here LA

Round 2 Pop-up Board #1

## BREA CONNECTING THE CORE

### HOW TO PARTICIPATE

**1 READ THROUGH THE PROPOSED IMPROVEMENTS**

Take a look at the potential proposed improvements for each street. There are several possible designs that could fit, for both bicyclists and pedestrians.

**2 STACK YOUR CHIPS!**

Stack your chip on the circle next to the improvements you'd like to see.

#### BERRY ST

- Buffered Bike Lane
- Buffered Bike Lane with Parking
- Shared Use Path (East Side)
- New Sidewalks
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

#### BIRCH ST

- Cycle Track with Parking
- Cycle Track with Sidewalk Extension
- Shared Use Path (South Side)
- Widened Sidewalks
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

Round 2 Table Activity #1

## BREA CONNECTING THE CORE

#### BREA BLVD

- Buffered Bike Lane
- Cycle Track with Parking
- Widened Sidewalks
- Trees, Lighting & Street Furniture
- Enhanced Crosswalks
- Signage & Wayfinding

#### IMPERIAL HWY

- "I'd like to see bike improvements here"
- Widened Sidewalks
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

#### STATE COLLEGE BLVD

- Buffered Bike Lane
- Two-Way Cycle Track
- Shared Use Path (East Side)
- Widened Sidewalks
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

Round 2 Table Activity #2

## BREA CONNECTING THE CORE

#### LAMBERT RD

- "I'd like to see bike improvements here"
- Widened Sidewalks
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

#### POPLAR AVE

- Sharrow Markings
- Neighborhood-Scaled Traffic Circles
- Trees & Lighting
- Enhanced Crosswalks
- Signage & Wayfinding

#### OTHER IDEAS?

PUT YOUR COMMENT BELOW

Round 2 Table Activity #3

## Brea connecting the core

### I'D LIKE TO SEE IMPROVEMENTS ON...

(street name) \_\_\_\_\_

☐ Bike Facilities

☐ Pedestrian Improvements

☐ Enhanced Crosswalks

☐ Signage & Wayfinding

☐ Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comment Card for Table Activity #3



# BREA CONNECTING THE CORE ACTIVE TRANSPORTATION PLAN

## TOOLKIT OF POTENTIAL DESIGN IMPROVEMENTS\*

\* These tools have been identified by the design team as feasible for Brea's streets. Learn about each design tool [here](#).



### BIKE TOOLS

#### BUFFERED BIKE LANE

Bike lane with painted buffer along traffic side



- + Safer for people on bikes
- + May help to slow vehicles
- May require narrowed lanes or reduction in travel lanes

#### BUFFERED BIKE LANE WITH PARKING

Bike lane with buffer and street parking



- + Safer for people on bikes
- + Includes curbside parking
- May require narrowed lanes or additional reduction in lanes

#### CYCLE TRACK

A bike lane that is separated from travel lanes through vertical barriers or parking



- + Even safer for people on bikes
- + Bikes can pass behind outboard bus platforms
- Likely requires greater reduction in travel lanes

#### TWO-WAY CYCLE TRACK

A two-way bike lane that is separated from travel lanes



- + Even safer for people on bikes
- + Bikes can pass behind outboard bus platforms
- May require greater reduction in travel lanes
- Possible conflicts at driveways

#### SHARED USE PATH

Path on sidewalk that accommodates people walking and biking



- + Widened sidewalk
- + Off-road bike path provides safety
- May require narrowed lanes or reduction in travel lanes



### PEDESTRIAN TOOLS

#### NEW/WIDENED SIDEWALKS

Added sidewalks or widened sidewalks



- + Safer for pedestrians
- + Aesthetically pleasing
- May require narrowed lanes or reduction in travel lanes

#### TREES, LIGHTING, & STREET FURNITURE

Amenities added to the sidewalk for pedestrians



- + Safer at night
- + Provides shade
- + Cleans the air
- + Aesthetically pleasing
- May not fit in all places

#### ENHANCED CROSSWALKS

High visibility crosswalk markings or addition of mid-block crossings



- + Makes pedestrians more visible
- + Increases safety
- + Aesthetically pleasing
- May slow traffic

#### WAYFINDING SIGNAGE

Directional markings and signage to key destinations



- + Orients people & announces district
- + Helps people get where they are going
- Adds elements to the sidewalk

#### NEIGHBORHOOD-SCALED TRAFFIC CIRCLES

Small circular traffic calming devices at intersections



- + Increases safety
- + Facilitates bike movement
- + Aesthetically pleasing
- Slows traffic

## ROUND 2 POP-UP RESULTS

### BERRY ST



- 61** **BUFFERED BIKE LANE**  
  
  
Keep the same number of travel lanes
- 23** **BUFFERED BIKE LANE WITH PARKING**  
  
  
Remove 1 travel lane in each direction
- 41** **SHARED USE PATH (EAST SIDE)**  
  
  
Would connect between the Tracks & Aravista Park  
Remove 1 travel lane in each direction
- 66** **NEW SIDEWALKS**  
  
  
Likely would not take additional roadway to construct
- 86** **TREES & LIGHTING**  
  
  
Likely would not take additional roadway to construct
- 20** **ENHANCED CROSSWALKS**  
  
  
Crosswalk markings at intersections like Imperial  
Mid-block crossing at future Tracks extension
- 54** **SIGNAGE & WAYFINDING**  
  
  
Mid-block crossing at future Tracks extension

### BIRCH ST



- 50** **CYCLE TRACK WITH PARKING**  
  
  
Remove 1 travel lane in each direction
- 48** **CYCLE TRACK WITH SIDEWALK EXTENSION**  
  
  
Remove 1 travel lane in each direction but no street parking added
- 55** **SHARED USE PATH (SOUTH SIDE)**  
  
  
Would connect between Downtown and Civic Center  
Keep the same number of travel lanes
- 35** **WIDENED SIDEWALKS**  
  
  
Narrowed or reduced number of lanes
- 123** **TREES & LIGHTING**  
  
  
Likely would not take additional roadway to construct
- 63** **ENHANCED CROSSWALKS**  
  
  
Crosswalk markings at intersections
- 45** **SIGNAGE & WAYFINDING**  
  
  
Mid-block crossings between long blocks

### BREA BLVD



- 65** **BUFFERED BIKE LANE**  
  
  
Keep the same number of travel lanes
- 48** **CYCLE TRACK WITH PARKING**  
  
  
Remove center turn lane
- 41** **WIDENED SIDEWALKS**  
  
  
Narrowed or reduced number of lanes
- 92** **TREES, LIGHTING & STREET FURNITURE**  
  
  
Likely would not take additional roadway to construct
- 123** **ENHANCED CROSSWALKS**  
  
  
All-way crossing at Brea Blvd & Birch St
- 32** **SIGNAGE & WAYFINDING**  
  
  
Mid-block crossings between long blocks

### IMPERIAL HWY



- 48** **I'D LIKE TO SEE BIKE IMPROVEMENTS HERE\***  
  
\* Bike improvements not currently proposed for this street
- 47** **WIDENED SIDEWALKS**  
  
  
Narrowed or reduced number of lanes
- 103** **TREES & LIGHTING**  
  
  
Likely would not take additional roadway to construct
- 54** **ENHANCED CROSSWALKS**  
  
  
High visibility crosswalk markings at intersections
- 41** **SIGNAGE & WAYFINDING**  
  
  
Mid-block crossings between long blocks



## ROUND 2 POP-UP RESULTS (CONTINUED)

### STATE COLLEGE BLVD



**56** **BUFFERED BIKE LANE**  
  
 Keep the same number of travel lanes



**86** **TWO-WAY CYCLE TRACK**  
  
 Narrowed or reduced number of lanes, or narrowed median



**52** **SHARED USE PATH (EAST SIDE)**  
  
 Would connect to the Tracks  
 Narrowed or reduced number of lanes, or narrowed median



**40** **WIDENED SIDEWALKS**  
  
 Narrowed or reduced number of lanes



**82** **TREES & LIGHTING**  
  
 Trees and lighting




**49** **ENHANCED CROSSWALKS**  
  
 High visibility crosswalk markings at intersections





**35** **SIGNAGE & WAYFINDING**  
  
 Signage and wayfinding


### LAMBERT RD





**48** **I'D LIKE TO SEE BIKE IMPROVEMENTS HERE\***  
 \* Bike improvements not currently proposed for this street




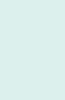
**45** **WIDENED SIDEWALKS**  
  
 On south side of street only  
 Retain all travel & turn lanes




**116** **TREES & LIGHTING**  
  
 Trees and lighting



**52** **ENHANCED CROSSWALKS**  
  
 Crosswalk markings at intersections  
 Mid-block crossing at Junior High Park



**26** **SIGNAGE & WAYFINDING**  
  
 Signage and wayfinding

### POPLAR AVE



**30** **SHARROW MARKINGS**  
  
 Would connect to the Tracks



**33** **NEIGHBORHOOD-SCALED TRAFFIC CIRCLES**  
  
 Traffic circles



**79** **TREES & LIGHTING**  
  
 Trees and lighting



**27** **ENHANCED CROSSWALKS**  
  
 High visibility crosswalk markings at intersections



**20** **SIGNAGE & WAYFINDING**  
  
 Signage and wayfinding

### KEY TAKEAWAYS FROM COMMENT CARDS - ROUND 2 POP-UPS

- ♦ Participants noted the need for better connectivity to local trails and more bikeways, particularly along Berry Street and Brea Boulevard.
- ♦ Participants expressed safety concerns, specifying locations for speed bumps near schools and enhanced crosswalks for pedestrians.
- ♦ The addition of trees, shade, pedestrian scaled lighting, and water features were the top desired Design related improvements.

# Community Design Charrette

## OVERVIEW

Over 50 participants, comprised of Brea residents, City staff, representatives of small businesses and major employers, school staff, and other stakeholders attended the Community Design Charrette that took place on June 19th and 20th, 2019.

Key community engagement activities during the Community Design Charrette included:

- ♦ June 19th
  - Meeting with City Directors to discuss community feedback received to-date and the proposed format of the Community Workshop
  - Focus group meeting with Principals of Brea Junior High School & Laurel Elementary School
  - Focus group meeting with Mercury Insurance, a company with two employment centers in the Brea Core Plan Area
  - Focus group meeting with Simon Property Group/Brea Mall
  - Community Workshop open to members of the public
- ♦ June 20th
  - Focus group meeting with the Senior Center Council
  - Meeting with City Directors to review preliminary designs as a result of community input during the Community Workshop





## COMMUNITY WORKSHOP

The primary community engagement activity was a Community Workshop that took place during the Community Design Charrette on June 19th from 6:30pm–8:30pm. The workshop began with a presentation that provided participants with an overview of the project, a summary of community input received to-date, and potential methods to improve access, design, and safety in the Brea Core Plan Area.

After the presentation, attendees participated in an interactive map activity through small groups. Each group indicated where they like to walk and bike, where they would like to see walking and biking improvements occur, and what type of improvements they would like to see (e.g. additional lighting, traffic calming features, bicycle facilities, etc.). Images of the interactive maps with the community's comments are included in Appendix D. At the end of the meeting, each group presented their comments to all meeting attendees. A summary of these comments are presented in Table 2-1, with a summary of detailed comments in Appendix E.



Table 2-1: Summary of Comments from June 19, 2019 Community Workshop

|                           | Areas for Improved Signage  | Areas for Improved Crossings at Intersections   | Bicycle Improvements Only   | Sidewalk Improvements Only   | Mixed Sidewalk & Bicycle Improvements   | Improvements to Lighting   |
|---------------------------|---|---|---|--|---|--|
| <b>Brea Boulevard</b>     | <ul style="list-style-type: none"> <li>♦ Lambert Road</li> <li>♦ Imperial Highway</li> </ul>                                    | <ul style="list-style-type: none"> <li>♦ Lambert Road</li> <li>♦ Cypress Street</li> <li>♦ Bracken Street</li> <li>♦ Birch Street</li> <li>♦ Imperial Highway</li> </ul>  | <ul style="list-style-type: none"> <li>♦ All roadways in the Brea Core Plan Area</li> </ul> | -  | -   | -  |
| <b>Birch Street</b>       | <ul style="list-style-type: none"> <li>♦ State College Boulevard</li> <li>♦ Randolph Avenue</li> <li>♦ Poplar Avenue</li> </ul> | <ul style="list-style-type: none"> <li>♦ Brea Boulevard</li> <li>♦ Alleyway behind Laurel Elementary School</li> <li>♦ Between Redwood Avenue and Poplar Avenue</li> <li>♦ Between Poplar Avenue and Randolph Avenue</li> </ul>                               | -   | -  | <ul style="list-style-type: none"> <li>♦ All roadways in the Brea Core Plan Area</li> </ul>   | <ul style="list-style-type: none"> <li>♦ Between Flower Avenue and Brea Boulevard</li> </ul> |
| <b>Lambert Road</b>       | <ul style="list-style-type: none"> <li>♦ Brea Boulevard</li> </ul>  | <ul style="list-style-type: none"> <li>♦ At Napoli Drive</li> <li>♦ At Madrona Avenue</li> <li>♦ At Brea Boulevard</li> <li>♦ At Country Lane</li> <li>♦ At Oak Place</li> <li>♦ At State College Boulevard</li> <li>♦ At the 57 Freeway Underpass</li> </ul> | -   | <ul style="list-style-type: none"> <li>♦ On the south side of the roadway for the extent of the Brea Core Plan Area</li> </ul> | -   | -  |
| <b>Berry Street</b>       | <ul style="list-style-type: none"> <li>♦ Between Vanguard Way &amp; Mercury Lane</li> <li>♦ Imperial Highway</li> </ul>         | <ul style="list-style-type: none"> <li>♦ The full extent of Berry Street</li> </ul>   | -   | -  | <ul style="list-style-type: none"> <li>♦ All roadways in the Brea Core Plan Area</li> </ul>   | -  |
| <b>The Tracks at Brea</b> | <ul style="list-style-type: none"> <li>♦ The full extent of The Tracks at Brea</li> </ul>                                       | <ul style="list-style-type: none"> <li>♦ Berry Street</li> <li>♦ Brea Boulevard</li> <li>♦ State College Boulevard</li> </ul>   | -   | -  | <ul style="list-style-type: none"> <li>♦ Expand Trail to the disconnected flood channel just west of Brea Downtown and east of La Floresta</li> </ul> | -  |

Table 2-1 (continued): Summary of Comments from June 19, 2019 Community Workshop

|   | Areas for Improved Signage   | Areas for Improved Crossings at Intersections  | Bicycle Improvements Only  | Sidewalk Improvements Only   | Mixed Sidewalk & Bicycle Improvements  | Improvements to Lighting |
|---|--|--|--|--|--|--------------------------|
| <b>State College Boulevard</b>                  | -  | <ul style="list-style-type: none"> <li>At Lambert Road</li> <li>The Tracks at Brea</li> <li>Birch Street</li> <li>Imperial Highway</li> <li>All locations connecting Brea Mall with Commercial/Retail Centers to the East</li> </ul> | <ul style="list-style-type: none"> <li>The full extent of State College Boulevard</li> </ul> | -  | -  | -                        |
| <b>Randolph Avenue</b>                          | <ul style="list-style-type: none"> <li>Birch Street</li> </ul>                         | <ul style="list-style-type: none"> <li>Birch Street</li> <li>Connecting the Civic Center with the Brea Community Center to the West</li> <li>Madison Way</li> <li>Brea Mall entrance</li> <li>Imperial Highway</li> </ul>            | -  | -  | <ul style="list-style-type: none"> <li>The full extent of Randolph Avenue</li> </ul> | -                        |
| <b>Imperial Highway</b>                         | <ul style="list-style-type: none"> <li>Berry Street</li> <li>Brea Boulevard</li> </ul> | <ul style="list-style-type: none"> <li>At Brea Boulevard</li> <li>At Berry Street</li> <li>At State College Boulevard</li> <li>At Randolph Avenue</li> </ul>   | -  | <ul style="list-style-type: none"> <li>On the north side of the roadway for the extent of the Brea Core Plan Area</li> </ul> | -  | -                        |
| <b>Flower Avenue</b>                            | -  | -  | -  | <ul style="list-style-type: none"> <li>Between Ash Street and the southern boundary of the Brea Core Plan Area</li> </ul>    | -  | -                        |
| <b>Poplar Avenue</b>                            | <ul style="list-style-type: none"> <li>Birch Street</li> </ul>                         | <ul style="list-style-type: none"> <li>Birch Street</li> </ul>   | -  | -  | <ul style="list-style-type: none"> <li>The full extent of Poplar Avenue</li> </ul>   |                          |
| <b>Alleyway Behind Laurel Elementary School</b> | -  | -  | -  | <ul style="list-style-type: none"> <li>Between Ash Street and Imperial Highway</li> </ul>                                    | -  | -                        |

## FOCUS GROUP MEETINGS

City staff, with the support of LGC, conducted approximately 1-hour separate focus group meetings with representatives from Brea Junior High School and Laurel Elementary School, Mercury Insurance, Simon Property Group/Brea Mall and the Senior Center Council. Attendees were provided maps of the Brea Core Plan Area to mark up and were asked a series of interview questions (see Appendix F) with the goal of learning how they travel to, from, and within the Core Area as well as obstacles and opportunities that can be addressed in the Active Transportation Plan.



### KEY TAKEAWAYS FROM FOCUS GROUP MEETING WITH PRINCIPALS FROM BREA JR. HIGH SCHOOL & LAUREL ELEMENTARY SCHOOL

#### Laurel Elementary School

- ◆ Most students are dropped off or get to/from school via a van service
- ◆ Approximately 15-20 students walk or bike to school
- ◆ Pick-up/drop-off causes backup onto Imperial Highway
- ◆ It is difficult to see students in crosswalks at Birch Street and Flower Avenue, this is due to the angular orientation of the crosswalks
- ◆ Dangerous to cross Imperial Highway
- ◆ Challenges with school drop-off especially along Imperial Highway – look for opportunities to better circulate cars
- ◆ Parents drop their kids off at Brea Baptist Church Parking lot, therefore there are several kids crossing Birch Street
- ◆ Evaluate current crossing guards during drop off and pickups
- ◆ Groups of kids walk along Birch Street to attend the afterschool program at Brea Community Center

#### Brea Junior High

- ◆ Pick-up/drop-off causes traffic issues on Lambert Road and Country Lane
- ◆ Crosswalks at Brea Boulevard and Lambert Road are not aligned
- ◆ Add signage indicating that students are present
- ◆ Kids walk to Boys and Girls Club along Brea Boulevard
- ◆ 75+ students bike or walk to school
- ◆ Bike racks are always full
- ◆ Utility boxes on Brea Boulevard and Lambert Road make it more difficult for pedestrians
- ◆ Look for opportunities to set back the crosswalk buttons farther from the street
- ◆ Parents often pick up their kids at CVS and surrounding shopping centers, so there are a significant number of kids crossing both Lambert Road and Brea Boulevard
- ◆ Look for opportunities for more defined or enhanced crosswalks



### KEY TAKEAWAYS FROM FOCUS GROUP MEETING WITH THE SENIOR CENTER COUNCIL

- ♦ Walking to Brea Downtown from the Senior Center is challenging.
- ♦ Desire benches and lighting along the Tracks at Brea.
- ♦ Desire bathrooms and water fountains in Brea Downtown.
- ♦ Most seniors drive, only seniors who don't have the ability or means to drive take the senior center shuttle.
- ♦ There aren't consistent sidewalks on Berry Street near Mercury Lane, Vanguard Way and Lambert Road.



### KEY TAKEAWAYS FROM FOCUS GROUP MEETING WITH SIMON PROPERTY GROUP/BREA MALL STAFF

- ♦ There is no sidewalk north of the Mall (from Birch Street).
- ♦ Lack of connectivity for bicycles and pedestrians in the Brea Core Plan Area.
- ♦ Connect Brea Core Plan Area with the Tracks at Brea.
- ♦ Do not like that industrial areas are clearly visible on the north side of the Tracks at Brea. Improve landscaping and add lighting.
- ♦ Pedestrian and bicycle facilities on Birch Street need improvement. Suggest residential shuttle, pedestrian paths that are well-landscaped, lit, separated from motor vehicle traffic, integrate art and add wayfinding signage.
- ♦ Support the ideas of a shuttle system (maybe residents are free, small fee if not) from Brea Mall, pedestrian paths that are well-landscaped, lit, and separated from motor vehicle traffic.
- ♦ Support the integration of art and wayfinding signage in the Brea Core Plan Area
- ♦ Continue discussion with Brea Mall to integrate a mobility hub (south side of Mall near Imperial Highway).
- ♦ Look for opportunities for pedestrian improvements and landscaping along Birch Street and State College
- ♦ Would like to look at better connections into the Mall from Birch Street
- ♦ Improve pedestrian experience with art along the street or Tracks
- ♦ Consider an Art/Uber/Lyft hub on Mall property on corner of State College and Birch
- ♦ Need clear pronounced connections – maybe more meaningful crossing at State College and Birch Street

## KEY TAKEAWAYS FROM FOCUS GROUP MEETING WITH MERCURY INSURANCE STAFF

- ♦ Mercury Insurance does not currently have incentives for employees who use alternative transportation to commute.
- ♦ Majority of employees are temporary with short-term (approximately 1-year) contracts and work 9am-5pm.
- ♦ Mercury Insurance is adding 75 new employees to its Berry Street location.
- ♦ Supports the creation of a bike share program, particularly near The Tracks at Brea.
- ♦ Employees feel unsafe using the underpass to Birch Street behind the parking structure to get to/from Brea Downtown.
- ♦ Difficult pedestrian connections from the Berry Street building to Downtown
- ♦ Challenging to walk to Brea Plaza from the Greenbriar Lane Mercury Insurance location.
- ♦ Imperial Highway is difficult to cross as a pedestrian or bicyclist for employees trying to access the Berry Street Mercury Insurance location.
- ♦ Interested in more landscaping and shade both along the streets and The Tracks
- ♦ Limited bike paths along Birch Street and often have to ride on sidewalk or unprotected lane because of parking on the street
- ♦ Concerns of safety along The Tracks/Flood Control Channel due to transients
- ♦ Look for opportunities of bike share at Brea Plaza or Downtown that Mercury employees could utilize
- ♦ Employees don't like to walk along Imperial Highway
- ♦ Time constraints during lunch makes it difficult to walk or bike anywhere – how to best improve efficiency and connections?
- ♦ Shuttle or circulator would be beneficial if it was efficient



## MEETINGS WITH CITY DIRECTORS

The Project Team met on two occasions with City Directors, and other senior staff from the Community Development Department, Community Services Department, the Office of the City Manager, Public Works, the Police Department, and the Fire Department.

At the first meeting on June 19th, the Project Team provided City Staff an overview of the community feedback received to-date. The meeting provided the attendees an opportunity to participate in the pop-up activity exercise and review existing conditions in the Brea Core Plan Area.

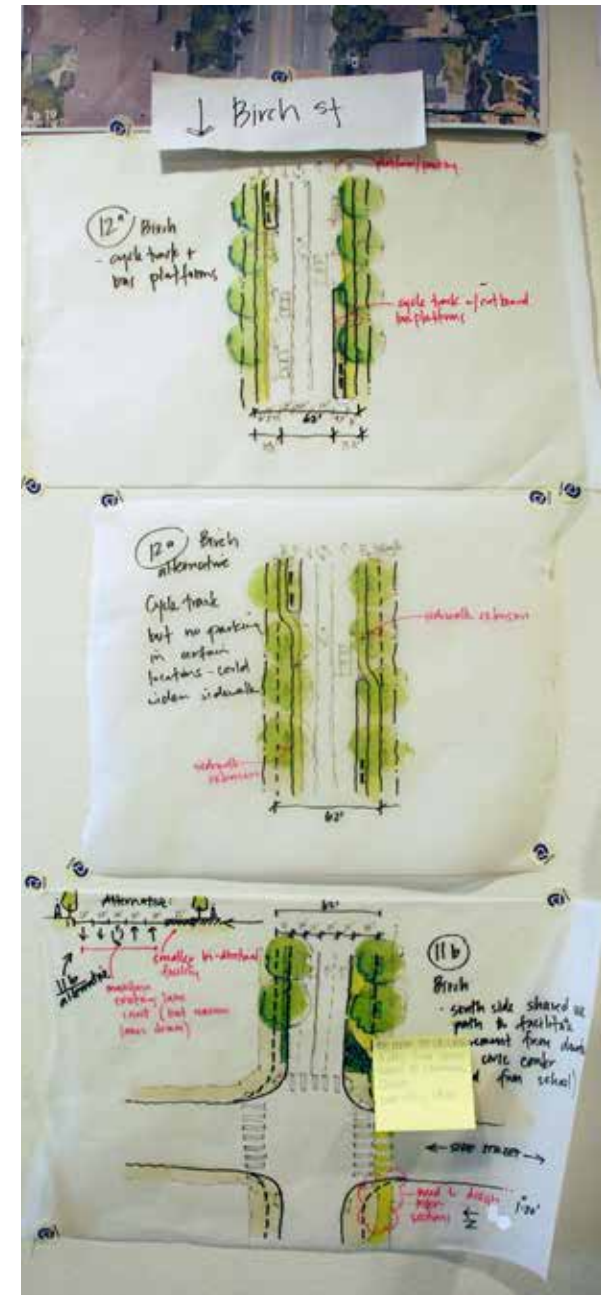
A second meeting was held June 20th, the day after the evening Community Workshop (as described in the Community Workshop section of this chapter on page 2-17). During this meeting, active transportation-related improvements were presented as rendered concepts. The improvements were based on feedback from the community. The Directors provided additional feedback in response to the preliminary concepts—assisting with the refinement of proposed improvements to be included in the Draft Active Transportation Plan.





## KEY TAKEAWAYS FROM MEETINGS WITH CITY DIRECTORS

- ◆ Coordinate improvements or additions to bicycle facilities to ensure improvements tie in with facilities in adjacent Cities.
- ◆ Bicyclists need more safe crossings, for both east/west and north/south routes and at more frequent intervals throughout the Brea Core Plan Area.
- ◆ Install shared pedestrian and bicycle facilities rather than eliminating vehicle travel lanes.
- ◆ The City does not have funding to underground utilities along Imperial Highway.
- ◆ The greatest opportunity for improved and/or new bicycle facilities are along Brea Boulevard, Birch Street, Lambert Road, and Berry Street.
- ◆ Narrow travel lanes to 10 feet where improved and/or new bicycle lanes are feasible.
- ◆ Vehicle travel lanes can be reduced at Brea Boulevard between Brea Downtown and Lambert Road and on Birch Street.
- ◆ Birch Street is an opportunity where widening sidewalks and installing lighting is feasible.
- ◆ The City of Brea is in the process of conducting a feasibility study to fill in sidewalk gaps along one side of roadway on Berry Street.
- ◆ Several participants indicated that sidewalk and crosswalk improvements proposed along Imperial Highway will be a challenge to implement due to coordination with Caltrans.
- ◆ At Brea Boulevard and Birch Street, there are opportunities to improve conditions for pedestrians, including installing a diagonal crossing or a dedicated pedestrian signal, bulb outs, mid-block crossing refuge islands, or roundabouts.
- ◆ In order to fund design improvements, additional funding sources will need to be secured.
- ◆ Additional funding sources and potential costs should be identified in the recommendations and Draft Plan.
- ◆ Draft Plan should include pros and trade offs for recommendations.



## Draft Plan Outreach

Additional outreach and pop-up activities were organized upon release of the Draft Plan. An open-house style workshop was held on October 9, 2019 where activity booths provided participants an opportunity to review the Draft Plan. The booths were set-up with a map that detailed the location of the proposed improvements, renderings of the improvements, print-outs of the Draft Plan, boards with Round 1 and Round 2 Pop-Up Results, and an interactive online survey. The interactive online survey was open to the public for input from October 10, 2019 to November 8, 2019. City staff also conducted pop-up activities in Brea to encourage the public's review of the Draft Plan and participation in the interactive online survey, with the pop-ups occurring on the following dates and locations:

- ♦ October 23, 2019 - The Tracks
- ♦ October 25, 2019 - Brea Downtown
- ♦ October 29, 2019 - Brea Community Center
- ♦ October 30, 2019 - Coffee Bean across the street from Brea Junior High School

The online interactive survey asked a series of questions designed to gauge the public's interest on recommended bicycle and pedestrian improvements. Over 400 unique interactions were received by community members through the survey's duration. Overall, surveyors were in support of improvement options discussed in Chapter 5 of this Plan, with most improvement options receiving 70% support or greater from survey respondents. The full survey and results are available in Appendix G.



*Draft Plan Workshop - Interactive Online Survey*



*Draft Plan Workshop - Outreach Results*



*Draft Plan Workshop - Lounge area with the Draft Plan set up on tables*



*Draft Plan Workshop - Outreach Results*



# Safe Routes to School Activities

## WALK AUDITS

OCHCA assisted both Brea Junior High School and Laurel Elementary School to conduct walk audits on April 8, 2019 and April 23, 2019. Students, Community Development and media staff from the City of Brea and Principals from both schools participated in the walk audits. Staff from the after-school program attended the Laurel Elementary School walk audit.

Brea Junior High School students conducted a presentation of outcomes of the Brea Junior High School Walk Audit on May 23, 2019. The presentation is included in Appendix H.



*Narrow Sidewalk at Lambert Road & Cliffwood Avenue*



*Student Measures Uneven Sidewalks at Lambert Road & Pomelo Avenue*

### LAUREL ELEMENTARY SCHOOL WALK AUDIT OBSERVATIONS

- ♦ **Motor Vehicles Back-Up on Imperial Highway During Pick-Up & Drop-Off.**
- ♦ **Few Crosswalks along Imperial Highway.** Long distances between designated crosswalks incite pedestrians to cross Imperial Highway where no crosswalk is present.
- ♦ **Faded Crosswalks and Stop Limit Lines within School Catchment Area.** Motor vehicles may be less aware that pedestrians are present and use the roadway to cross.
- ♦ **Motor Vehicles Speed along Imperial Highway.**



*Crowded Pick-Up at Country Lane north of Lambert Road*



*Bicycles Forced onto Sidewalk at Lambert Road & State College Boulevard*



## BREA JUNIOR HIGH SCHOOL WALK AUDIT TAKEAWAYS

- ♦ **Poor Sidewalk Conditions.** Raised or cracked sidewalks hinder pedestrian movements. This condition was observed along East Lambert Road at Pomelo Avenue, Orange Avenue, Brea Boulevard and Oak Place.
- ♦ **Bicyclists Using Sidewalks.** Bicyclists were observed riding on sidewalks on East Lambert Road in the Brea Junior High School parking lot, State College Boulevard, Country Lane, and Orange Avenue.
- ♦ **Narrow, Unprotected Sidewalks.** Narrow sidewalks or no buffer between sidewalks and roadways put pedestrians into close proximity with motor vehicles. Pinch points were observed along Lambert Road at Cliffwood Avenue and Cashew Avenue.
- ♦ **Speeding Motor Vehicles.** Motor vehicles were observed speeding in the school zone while children were present near Brea Junior High School. 42 MPH speeds were observed at the intersection of Lambert Road and Country Lane.
- ♦ **Dangerous or Undesignated Pick-Up & Drop-off Locations.** Parents were observed dropping off students in the no stopping zone at Brea Boulevard in front of Brea Junior High School. Parents also pick up students at Country Lane, which is not a designated pick-up zone, creating a dangerous conflict between motor vehicles and pedestrians as students try to cross Country Lane to go home or other locations via Lambert Road.
- ♦ **Motor Vehicle/Pedestrian Conflicts.** Motor vehicles were observed stopping beyond the limit line at stop signs at the intersection of Lambert Road and Country Lane. This can force students to walk around cars and move into close proximity with traffic areas.
- ♦ **Lack of Designated Crosswalks.** The painted 'Stop' signs on the ground are faded and lack parallel lines indicating a designated crosswalk along Lambert Road at Oak Place and Country Lane. Therefore, it could be unclear to motor vehicles that pedestrians may be present and use the roadway to cross.
- ♦ **Suggested Aesthetic Improvements & Identification of Damaged Facilities.**
  - Plant trees or other plants along walkways (Lambert Road and Country Lane, South Side of Lambert Road between Brea Junior High School and the 57 Freeway).
  - Damaged chain link fence on the East side of Bristol industries.
  - Graffiti at 782 State College Boulevard.
  - Damaged signage at Lambert Road and Cashew Avenue and Orange Avenue.

## POP-UP DEMONSTRATION WITH BREA JUNIOR HIGH SCHOOL

On November 7, 2019, OCHCA, in partnership with the City and LGC, held a complete streets demonstration event where a temporary high visibility crosswalk was installed for students to use at Brea Junior High Park.

Approximately 90 Brea Junior High School students, as well as some parents and teachers attended the event. The temporary high-visibility crosswalk received positive feedback by students, parents, and City and Brea Junior High School administrative staff.

The temporary high-visibility crosswalk was loaned to OCHCA by the Southern California Association of Governments (SCAG) Go Human! Campaign kit of complete streets parts. In addition to the crosswalk, SCAG, the City of Brea, and others provided games and other activities to engage students with complete streets concepts and active transportation safety tips.

Additional information and photos from the event are in Appendix I.



*Brea Junior High School students cross a high-visibility crosswalk on November 7, 2019*

## Spreading the Word

Public events were advertised through the City's website and social media sites, e-blasts were submitted to community members and press releases were produced at key milestones. Members of the Technical Working Group were also encouraged to inform members of the community about the Plan. Additionally, flyers and posters on the Plan were created and displayed at local businesses and public locations in the Brea Core Plan Area. The City, with support from Crowdbrite, created a dedicated home page, [planbrea.com](http://planbrea.com), which includes the project purpose and background, past and upcoming activities, a comment portal for input and feedback, a walk audit checklist, and other resources.



*Flyer promoting the June 2019 Community Design Workshop*

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A photograph of a skate park with various concrete ramps and rails. A person is skateboarding on a ramp on the right side. The park is surrounded by trees and a fence in the background. The image has a blue tint.

# CHAPTER 3

## Existing Conditions – Walking and Biking in Brea Today

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# Purpose of the Brea Core Active Transportation Plan

This Brea Connecting the Core Active Transportation Plan provides recommendations to support the development of a transportation system that encourages bicycle and pedestrian activity. The Plan incorporate strategies for creating an environment that is walkable and bikeable within the Brea Core Plan Area. To better understand the issues that limit or constrain walking and bicycling and key areas of opportunity, this chapter includes the following:

- ♦ A description of the Brea Core Plan Area
- ♦ A summary of relevant plans, policies, and programs
- ♦ A list of safety and educational programs
- ♦ An overview of the demographics and commuting patterns in the Brea Core Plan Area
- ♦ A summary of existing mobility and transit facilities
- ♦ A description of current bicycling and walking conditions
- ♦ Analysis of bicycle and pedestrian safety
- ♦ A summary of Wayfinding Signage

## LOCAL CONTEXT & PLAN AREA

The City of Brea is in the northeast corner of Orange County, bordering Los Angeles and San Bernardino counties. The City is bounded by La Habra to the west, unincorporated areas of Los Angeles County to the north, Chino Hills to the east, Fullerton and Placentia to the south, and Yorba Linda to the southeast (Figure 3-1). Due to the City's proximity to nearby counties and accessibility to SR-57, residents can reach the Riverside (SR-91), Pomona (SR-60), San Bernardino (I-10), Santa Ana (I-5), and Newport (SR-55) freeways in a relatively short distance. Via Fullerton and Anaheim, Brea residents have access to Amtrak and Metrolink commuter rail services. Chino Hills State Park, Craig Regional Park, Carbon Canyon Regional Park, and The Tracks at Brea Trail attract residents and visitors from across the region. Users of the parks and trails may walk, bike, and enjoy picnic facilities or recreational activities offered. Within the City are many amenities that include shopping, dining, and popular local destinations that generate walking and biking activity. Figure 3-1 presents the City's regional context, including adjacent cities, the roadway network, and transportation infrastructure.

The Brea Core Plan Area is roughly bounded by Lambert Road to the north, Imperial Highway to the south, Berry Street to the west, and the SR-57 Freeway to the east (Figure 3-2). The study area contains several key roadways that are regionally significant—Imperial Highway, Lambert Road, Brea Boulevard, State College Boulevard, and the SR-57 Freeway. Along or adjacent to these corridors are large, regionally significant commercial centers and mixed-use districts. This includes Brea Mall, Brea Marketplace Shopping Center, Brea Plaza Shopping Center,







Brea Gateway Center, and Brea Downtown. In the Plan Area are also a number of industrial businesses that draw commuters from the region. The former Union Pacific Railroad right-of-way traverses the Plan Area and spans the eastern border, through Brea Downtown, and to the western border, much of which has been repurposed as the Tracks of Brea Trail, offering dedicated pathways for pedestrians and bicyclists. Other key destinations in the Plan Area include civic and cultural destinations such as the Brea Civic & Cultural Center, Brea Post Office, Brea Community Center, Lagos de Moreno Park, Brea Junior High School, and Laurel Elementary School.

## THE CITY'S LAND USE FORM

The City of Brea's 2003 General Plan illustrates the City's land use form and presents the City's development goals in the Plan's Community

Development Chapter. The City's land use policies reflect the community's goal of maintaining Brea's character and quality of life—yet the policies are responsive to evolving needs. In Brea, commercial and industrial land use areas are concentrated along Lambert Road and Imperial Highway. The two primary corridors and businesses that operate in the City are a draw for regional employment and economic activity. Within the Brea Core Plan Area, there is a mix of residential types and densities, as shown in Brea's General Plan Land Use Map (Figure 3-3). The figure depicts an even distribution of low density residential, high density residential, mixed use, regional commercial, general commercial, public facilities, light industrial, and general industrial uses within the 785-acre Plan Area. The Brea Core Plan Area's distinct commercial assets have facilitated mixed-use development and nodes that can support a comprehensive network of bicycle and pedestrian focused improvements.



Figure 3-I: Regional Location

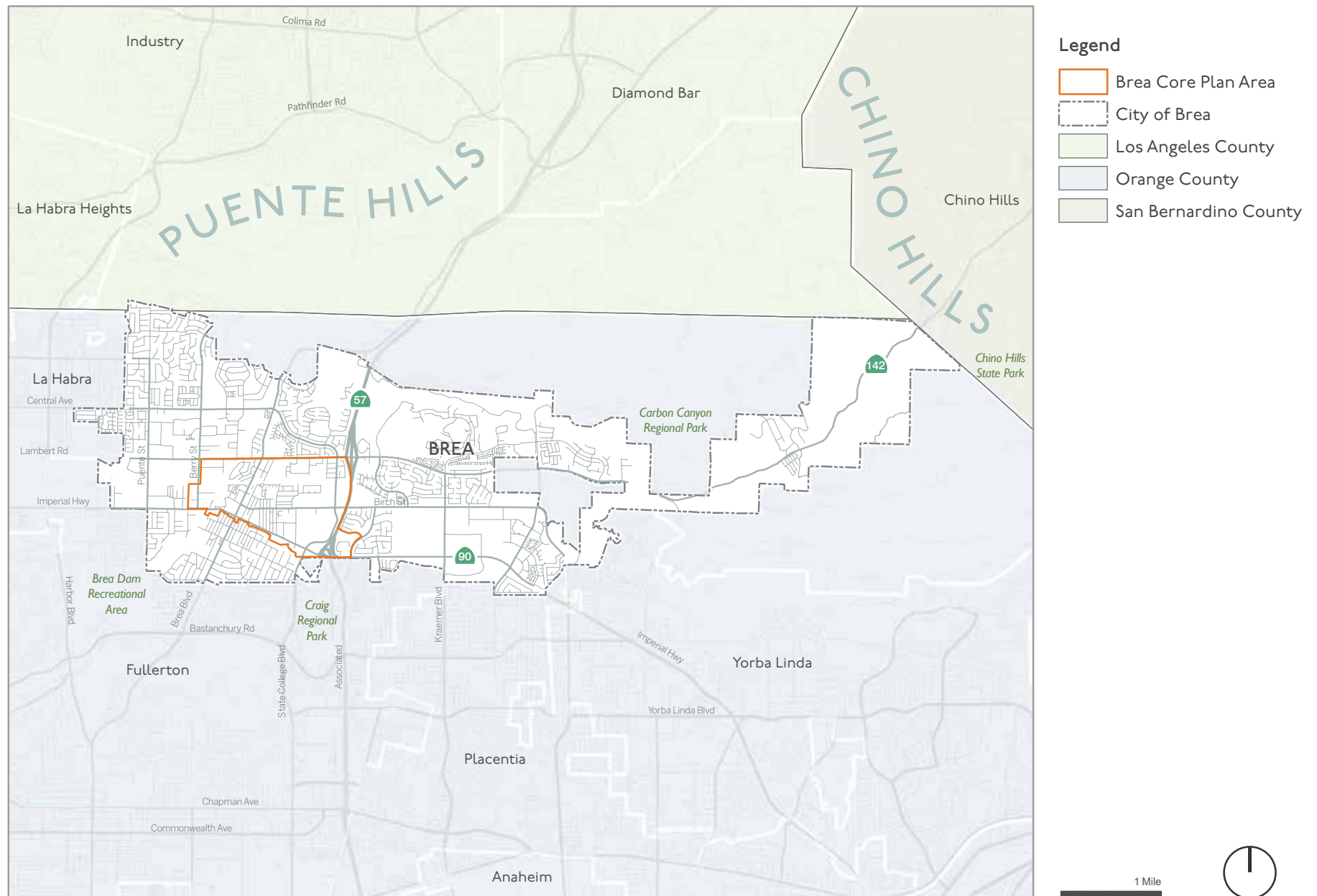


Figure 3-2: Brea Core Plan Area

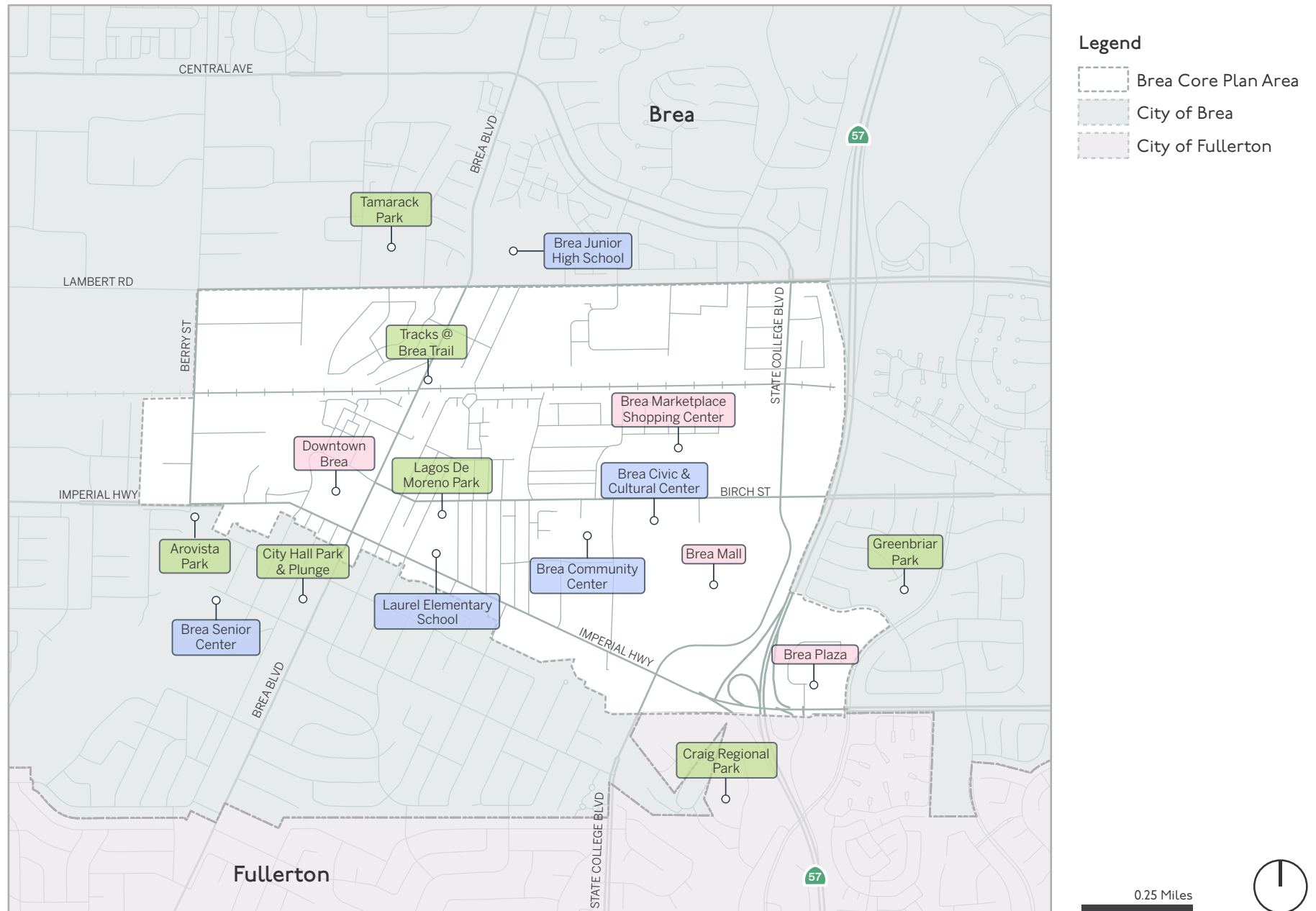
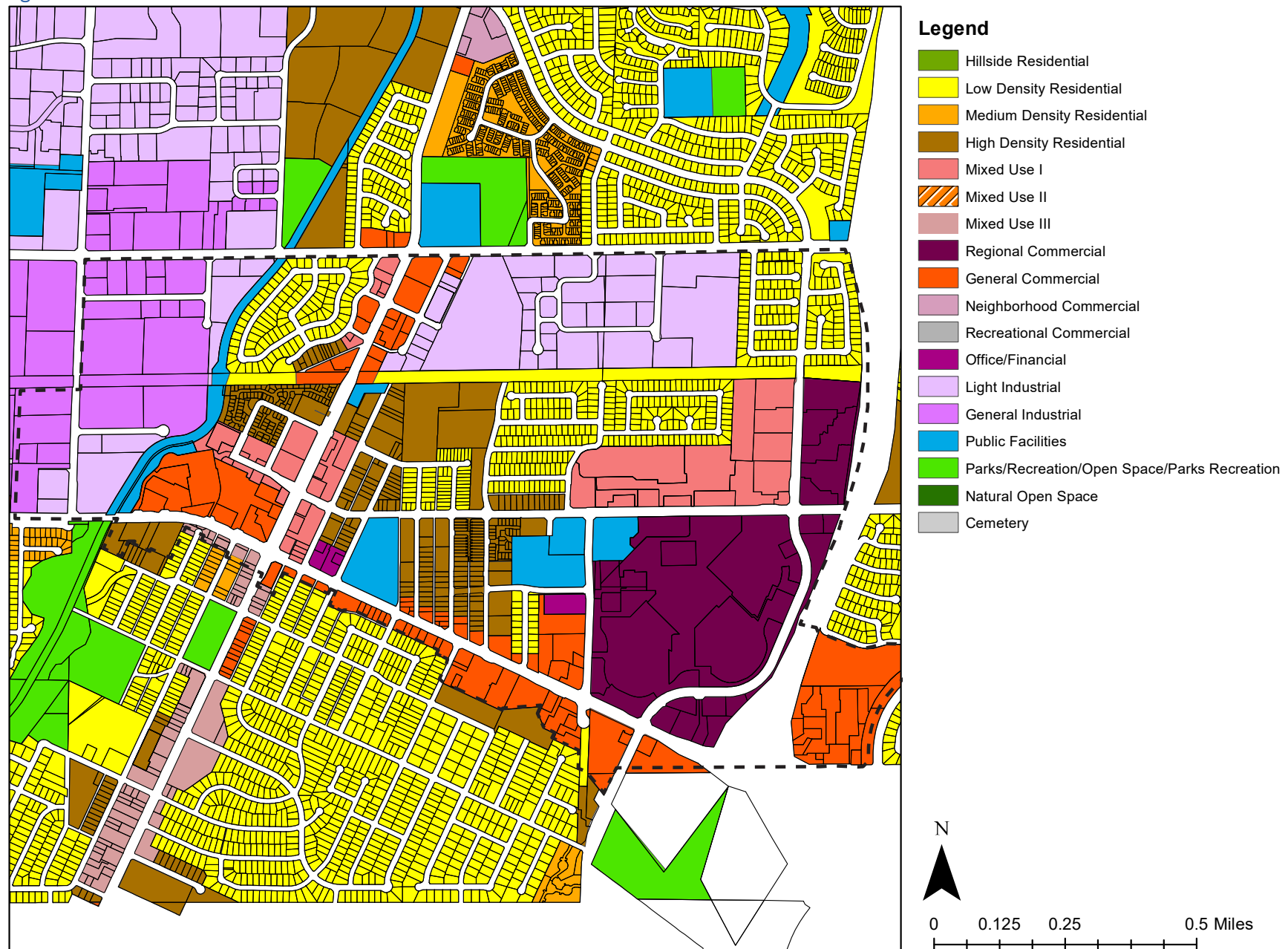




Figure 3-3: General Plan Land Use



# Relevant Plans, Policies, and Programs

## LOCAL PLANS AND POLICIES

### Brea Envisions Community Strategic Plan

The 2017 Brea Envisions Community Strategic Plan details the community's core values and objectives that will guide development and governance for the following 20 years. The principles outlined in the document will inform numerous efforts, including the Capital Improvement Program, Parks and Recreation Master Plan, and all phases of the Brea Connecting the Core Plan. The Brea Envisions community outreach process included various committees and was developed over three phases. The result of community input greatly influenced development of Themes and Strategic Initiatives such as connectivity, land use and housing, economic development, leisure and culture, energy and sustainability, open space, public safety, transportation and fiscal responsibility. The outreach process led to the development of refined values for each Theme. Specific to the Active Transportation Plan, the Brea Envisions Strategic Plan details the following Strategic Initiatives:

- ♦ Promote a healthy and active lifestyle
- ♦ Promote a walkable community
- ♦ Enhance and promote pedestrian-friendly development throughout our community and within public spaces
- ♦ Further develop public spaces such as parks, trails, and facilities for recreational experiences and programs
- ♦ Continue developing and enhancing parkland and recreational space in underserved areas
- ♦ Develop different transportation options for

moving around Brea and to promote alternate transportation options

- ♦ Develop different transportation options to move around within the larger region that also help alleviate traffic due to Brea's day-time population increase

The initiatives mentioned above will guide and inform the Brea Connecting the Core Active Transportation Plan.

### Brea Connecting the Core Phase I Summary Report

The Brea Connecting the Core effort presents the community's vision for a focused area within the City and will continue to develop over various phases. The City conducted numerous outreach events to solicit input from the community, the feedback and input received led to the identification of specific needs within the core focus area. This process was the direct application of the Brea Envisions Strategic Plan, and showcases how the Brea Connecting the Core project will be informed by the Strategic Initiatives outlined in the plan. The 2019 Phase 1 Summary Report includes an assessment of zoning, development regulations, public improvements, design, economic development, implementation, and mobility needs. The report assessed active transportation opportunities at a high level and presents initial concepts for bikeway and walkway improvements within the core area. The Phase 1 Summary Report led to the formal study and development of the City's Active Transportation Plan (Phase 2).

### General Plan – Circulation

Adopted in 2003, the City of Brea's General Plan presents objectives and policies that will guide future development, public services, and

resource management. The plan describes Brea's community vision for new housing, improved public utilities and facilities, and economic growth. The Circulation chapter within the Community Development element of the plan details how the transportation network will support growth and the above-mentioned initiatives. The chapter includes sections that specify policies for the pedestrian circulation system and bikeways with the aim to offer a variety of multimodal transportation options. It details that pedestrian connections should provide access to commercial activity centers such as Brea Downtown and public transit. Other chapters and sections within the General Plan outline goals and policies for trails and sidewalks. The plan lists the development of bike lanes along Lambert Road, Brea Canyon Channel, Union Pacific Rail Trail, Berry and Puente Streets, and Carbon Canyon Road as priority locations.

### The Tracks Community Outreach Report

The Tracks is an abandoned railroad right of way that was converted into a trail for recreational activity, walking, and biking. The Tracks Community Outreach Report, enacted in 2010, details the community-based engagement process the city undertook to build consensus to ultimately set the goal of creating a 50-acre linear park. The document summarizes the result of various outreach methodologies, including surveys and workshops, to ensure that future development of the trail design reflects the community's input. The Tracks is within the Brea Core Plan area and was identified as a key destination and community asset in the Brea Connecting the Core Phase 1 Summary Report.

## REGIONAL PLANS, POLICIES, AND PROGRAMS

### La Habra Bikeway Master Plan

The 2017 La Habra Bikeway Master Plan sets the blueprint for expanding the city's bikeway network and improving safety for a better bicycling environment. The plan proposes a system of bikeways that provide connections to key destinations and activity centers. The goals, policies, recommendations, and action items in the plan promote strategies that meet the community's vision for a sustainable and safe bikeway system. Facilities and bikeways proposed with a connection to Brea include a Class I bikeway along the Union Pacific Railroad Right-of-Way (potentially connecting to The Tracks at Brea Trail), closing the gap along La Habra Boulevard by extending the existing bikeway, a Class II bike lane along Whittier Avenue, and a Class I bike path along Imperial Highway. The plan additionally provides Design Guidelines for bicycling facilities that includes signage and dimensions for bicycle paths by bikeway type.

### City of La Habra Complete Streets Plan

The 2019 City of La Habra Complete Streets Master Plan sets the goal of transforming La Habra into a more walkable and active community. By adopting complete streets policies, the city aims to provide enhanced facilities that could be used by users of all ages and abilities. The plan proposes short and long term projects with the objective of encouraging the adoption of sustainable practices and active transportation. Relevant to the Brea Core area, the plan proposes a connection to OC Loop via Whittier and Brea by adding a dedicated walkway/bikeway along the Union Pacific

Railroad Right-of-Way. It also provides recommendations for key corridors along Lambert Road, Beach Boulevard, and Imperial Highway leading into Brea. The improvements include the addition of bikeways, traffic calming measures, and enhancements to pedestrian crossings.

### Fullerton Bicycle Master Plan

The Fullerton Bicycle Master Plan, adopted in 2012, is an appendix to the City's General Plan and serves as a "stand-alone bicycle element." The plan provides goals and policies that enhance the bikeway network and advocate the adoption of the bicycle as a commuting and recreational mode. The proposed bikeway improvements focus on expanding the city's existing network, with a particular focus on providing access to the City's key destinations, including Downtown Fullerton, Cal State Fullerton, commercial and business districts, and connections to recreational trails. Adjacent to the Brea Core plan boundary, the plan proposes a Class III Bicycle Route along Puente Street and State College Boulevard. The plan also proposes a Class I Bicycle Path along Associated Road.

### Orange County Council of Governments Complete Streets Initiative Design Handbook

The 2016 Orange County Council of Governments (OCCOG) Complete Streets Initiative Design Handbook was developed to provide community groups and jurisdictions in Orange County with best practices and design guidelines for the development of Complete Street Plans and Circulation Elements of General Plans. The document is divided into two parts: Part A – Vision and Policy Framework, and Part B – Design Guidance. Part A provides tools to assist jurisdictions with identifying functions and classifications of streets, and it also details policies for use in policy documents

such as Complete Street Plans and Active Transportation Plans. Part B details goals, guidance on the design of street elements, costs, standards and technical guidance prepared by other organizations. The ultimate goal of this document is to streamline coordination on various Complete Street Plan efforts for agencies and jurisdictions within Orange County.

### Fourth District Bikeways Strategy

The 2012 Fourth District Bikeways Strategy proposes regional bikeways for improved connectivity within the Fourth Supervisorial District in Orange County, which includes the City of Brea. The effort was led by the Orange County Transportation Authority (OCTA), with participants from the County of Orange and local jurisdictions within the district. The plan divides the proposed improvements into potential near-term projects and multi-jurisdictional projects that would require coordination between local municipalities for focused corridors within the region. Relevant to the Brea Core Plan Area, the Plan identifies Brea Creek – Bastanchury Road, and the Union Pacific Railroad Right-of-Way, as well as the Brea Mall – Cal State Fullerton – Santa Ana River corridors as key segments. For the Brea Mall – Cal State Fullerton – Santa Ana River segment, the plan lists the following opportunities: (1) increase connections to Brea Mall, Cal State Fullerton, Metrolink, and the Santa Ana River; (2) build upon the existing bikeways already in place; (3) and fill in the gaps along the corridor. For the Union Pacific Railroad Right-of-Way segment, the plan proposes a connection to Coyote Creek and the development of a Class I multi-use trail in Yorba Linda. For the Brea Creek – Bastanchury Road segment, the plan aims to improve connections between the Buena Park Metrolink station and St. Jude Hospital.



### OC Active: Orange County's Bike + Ped Plan (anticipated to be adopted in 2019)

The Orange County Transportation Authority (OCTA) developed OC Active, a comprehensive framework for bikeway and pedestrian planning countywide. The plan sets a vision for local municipalities in the region to seek funding and implement local bicycle and pedestrian infrastructure. The plan enables local agencies to develop their own plans, with the OC Active plan as a foundation to promote regional collaboration. The plan identifies bikeway and walkway improvements that provide connectivity to regional assets and promotes cross jurisdiction coordination for active transportation planning.

### 2009 OCTA Commuter Bikeways Strategic Plan

The Orange County Transportation Authority (OCTA) developed the Commuter Bikeways Strategic Plan (CBSP) in 2009. The plan's objective is to develop a bikeway network that makes the bicycle a viable option for commuting. The Plan identifies Brea Mall as a key regional employment center and designates the surrounding area as a bikeway priority zone. Within the zone, the plan proposes regional priority projects; the proposals include a Class I bike path along the Union Pacific Railroad Right-of-Way between Palm Street in La Habra through the City of Brea to Valencia Avenue in Placentia, and a Class II bike lane along Birch Street between Mercury Lane and State College Boulevard.

## STATE AND FEDERAL POLICIES

### State of California Complete Streets Act (2008)

In 2008, the California State Legislature adopted The Complete Streets Act (AB 1358), which

requires that jurisdictions “plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways, defined to include motorists, pedestrians, bicyclists, children, persons with disabilities, seniors, movers of commercial goods, and users of public transportation, in a manner that is suitable to the rural, suburban, or urban context.”

### Americans with Disabilities Act (1990, updated 2010)

The Americans with Disabilities Act (ADA), first adopted in 1990, protects people with disabilities from discrimination in employment, public services, public accommodations, and telecommunications. Title II of the ADA requires that the services and programs of local and State governments be readily accessible to and usable by individuals with disabilities. It calls for removing physical barriers, such as stairs, and providing auxiliary aids to help persons with visual, hearing or sensory impairments. In addition, Title II seeks to ensure that people with disabilities have access to existing public transportation services, including buses and paratransit services.

## RELEVANT AGENCIES AND ORGANIZATIONS

Carrying out successful bicycle and pedestrian projects in Brea requires collaboration with other government agencies and local organizations. The following agencies and organizations are key players in catalyzing and leveraging public support for bicycle and pedestrian efforts in Brea.

### California Department of Transportation (Caltrans)

The California Department of Transportation (Caltrans) is responsible for the maintenance and operation of state routes and highways, and the agency is a major source of bicycle and pedestrian projects. In 2013, Governor Brown signed legislation that created the Active Transportation Program (ATP), which consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with funding of \$223 million a year from a combination of state and federal funds.

### Southern California Association of Governments (SCAG)

The Southern California Association of Governments (SCAG) is a Metropolitan Planning Organization (MPO) designated under state law as a Regional Transportation Planning Agency and as a Council of Government. SCAG develops long-range regional transportation plans, including sustainable community strategies and regional transportation improvement programs for Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura County.

### Orange County Transportation Authority (OCTA)

The Orange County Transportation Authority (OCTA) operates Orange County's public transportation system. OCTA also assists in the coordination of active transportation efforts countywide through OC Active (ATP) and the OCTA Commuter Bikeways Strategic Plan.

## Orange County Council of Governments

The Orange County Council of Governments (OCCOG) is a voluntary joint-powers agency made up of member agencies that include 34 incorporated cities in Orange County. The OCCOG serves as a regional voice for its member agencies. OCCOG developed the 2016 Complete Streets Handbook and Funding Toolkit to assist jurisdictions to coordinate Complete Streets initiatives.

## RELEVANT GUIDES AND MANUALS

While street infrastructure projects are always site-specific, they generally adhere to existing national and state level engineering standards and guidelines. In addition to regulatory engineering manuals, several street and bikeway design manuals provide valuable guidance for active transportation projects.

### Separated Bike Lane Planning and Design Guide – FHWA (2015)

This 2015 guide, developed by the Federal Highway Administration (FHWA), recommends design strategies for bikeways that are physically separated from vehicular traffic by spatial and/or physical buffers (Class IV Protected Bicycle Lanes). The guide discusses siting considerations and strategies for integrating bicycle facilities with other transportation infrastructure.

### Highway Design Manual – Caltrans (2006, latest revision 2017)

The California Department of Transportation (Caltrans) Division of Design provides guidance for State highways, including engineering elements such as geometry (e.g., roadway curvature), intersections, pavement types, soils,

and hydrology. The Manual is the primary source for bikeway standards in California. It includes sections on multi-modal approaches, such as enhanced pedestrian crossings, bicycle/pedestrian over crossings and under crossings, separated bikeways, and more.

### California Manual on Uniform Traffic Control Devices – Caltrans (2014, Revised 2018)

The CA MUTCD conforms with and builds upon (rather than replaces) the National MUTCD, and contains California-specific standards and guidance for traffic control devices including “signs, signals, markings, and other devices used to regulate, warn, or guide traffic, placed on, over, or adjacent to a street, highway, pedestrian facility, or bikeway by authority of a public agency having jurisdiction.”

### Manual on Uniform Traffic Control Devices (MUTCD) – FHWA (2009, Revised 2012)

The MUTCD sets national standards for traffic signs, signals, and pavement markings, including those related to bikeways and pedestrian crossings. The manual seeks to improve safety and efficiency by ensuring general uniformity across the United States, while encouraging innovation and flexibility amongst state agencies.

### National Association of City Transportation Officials (NACTO) Guides

Founded in 1996, NACTO is a national coalition of transportation officials from over 40 cities that is “committed to raising the state of the practice for street design and transportation by building a common vision.” NACTO has produced four highly valuable guidebooks providing comprehensive guidance for designing streets for all road users: the Urban Street Design Guide

(2011), Urban Bikeway Design Guide (2013), Transit Street Design Guide (2015), and Urban Street Stormwater Guide (2017).

## Safety and Educational Programs

## EDUCATION, ENFORCEMENT, AND EVALUATION PROGRAMS

### Association of Pedestrian and Bicycle Professionals (APBP) Webinars Hosted by OCTA

Each month, OCTA hosts APBP webinars at varying jurisdictions in Orange County. Every webinar focuses on a topic and presents an opportunity to learn about active transportation and Complete Streets initiatives and policies from industry professionals. OCTA hosts the webinars for free and participants are encouraged to attend throughout the region.

### Be Safe Be Seen

OCTA sponsored a county-wide educational and safety program that seeks to prevent pedestrian and bicycle collisions and injuries. As the Brea Connecting the Core Active Transportation Plan was developed, the program hosted a series of events and activities:

- ♦ **OC Bike Adventures Workshops:** Safe cycling classes
- ♦ **Operation Bright Lights:** Events that distributed lights and helmets throughout Orange County
- ♦ **Operation Be Seen:** Activities that distributed light reflectors and safety information on buses

# A Snapshot of the Community and Circulation

## POPULATION AND EMPLOYMENT

According to the most current American Community Survey (ACS) 5-year population estimates (2017), the City of Brea has a population of 41,921 residents. To further understand population distribution within the Brea Core Plan Area, a study area was defined utilizing four census tracts. Below is an overview of population and employment statistics in the study area:

- ♦ The study area is comprised of approximately 22,270 residents—which equates to 53.1 percent of the City's total population.
- ♦ Data from the 2015 Longitudinal Employer-Household Dynamics study indicates a total of 35,611 jobs exist in the study area.
- ♦ The five largest employment industries in the Brea Core study area are:
  1. Finance and Insurance – 15.9 percent
  2. Retail Trade – 15.2 percent
  3. Manufacturing – 13.2 percent
  4. Accommodation and Food Services – 11.2 percent
  5. Administration & Support, Waste Management and Remediation – 9.0 percent

## COMMUTING PATTERNS

In 2017, within the study area, 79.6 percent of residents commuted to work by driving alone. This percentage is lower than the City's at 81.1 percent and higher than the State's at 73.6 percent. Within the study area, a total of 3.3 percent of residents walk to work and 1.2 percent use a bicycle to commute; when compared to the County and the State, more residents in the study area walk or bike to work. Utilization of public transportation is lower within the study area when compared to the City, neighboring cities, the County, and the State—only 1.3 percent use public transit. A total of 7.1 percent of residents in the Brea Core study area work from home, this percentage is the highest when compared to the City, neighboring cities, the County, and the State (see Table 3-1).

In comparison to neighboring cities, the County, and the State there are more residents who travel

less than 10 minutes to work within the study area. A total of 11.6 percent of residents within the Brea Core Plan Area travel less than 10 minutes to work (see Table 3-2). However, residents within the study area that travel 60 minutes or more represent the largest percentage of commuters. The average travel time to work for residents within the study area is 31.8 minutes, which is higher than the County (27.4 minutes) and the State (28.8 minutes), but lower when compared to the City of Brea overall (33.4 minutes). It is worth noting that ACS data, collected from 2013-2017, does not capture people commuting on The Tracks at Brea, a key corridor for pedestrians and bicyclists in the City, which opened in 2018. The City may continue to monitor updates to ACS data to evaluate changes in commuting patterns as a result of The Tracks and other walking and bicycling infrastructure constructed in the Brea Core Plan Area.



*Cyclist along State College Boulevard*



## RECREATION PATTERNS

To better understand how Brea's constituents walk and bike, the City may consider the following strategies to obtain more detailed data on people walking and biking in the Brea Core Plan Area:

- ♦ Develop intercept surveys to gather information on how people utilize bikeways, trails and sidewalks.
- ♦ When vehicle counts are being conducted on roadways, also collect counts on pedestrians and bicyclists.
- ♦ Retain a firm that specializes in the collection of pedestrian and bicycle counts to set up equipment that will specifically count people walking and biking in key locations.

## Mobility and Transit Connectivity

### MAJOR ACTIVITY DESTINATIONS & EMPLOYMENT CENTERS

The Brea Connecting the Core Active Transportation Plan aims to improve connections to key destinations within the Plan Area (Figure 3-4). Major activity destinations represent where people go for work, school, shopping, dining, entertainment, and exercise—consequently these sites generate the most trips. The location of the following major destinations serve as a guide for assessing mobility needs within the Brea Core Plan Area:

- ♦ **Brea Mall and Civic Center Environs:** Currently there are three sub-areas in the Brea Mall and Civic Center environs, including:

- The regional-serving Brea Mall
- The Civic Center Area
- The Brea Marketplace Shopping Center
- Brea Place and Financial Commons

The areas that include the Brea Mall and Civic Center environs have different land uses but primarily comprises of commercial use; the area is to the west of SR-57. Brea Place and Financial Commons is located along State College Boulevard north of Birch Street, a significant job center with standard daytime operating hours with mixed use developments currently being constructed. The Civic Center area includes the Brea Civic and Cultural Center which contains City Hall, Community Center, Post Office, Curtis Theater, Library, and Art Gallery. The Brea Mall and Brea Marketplace Shopping Center facilities consist largely of retail and restaurants.

- ♦ **Brea Plaza:** Brea Plaza is a retail center located to the east of the SR-57. The retail center has undergone extensive renovation and is directly adjacent to a job center, Mercury Insurance.
- ♦ **Lambert Road Industrial:** South of Lambert Road is one of the City's major job centers. As industrial development has changed in the current economy, traditional blue collar industries have been supplemented with high technology, flex-tech and other similar uses.
- ♦ **Brea Downtown:** The Brea Downtown area is one of the City's mixed use development sites. Within Downtown there is a mix of retail, restaurants, entertainment, and housing. This activity-generating site attracts local and regional visitors.
- ♦ **Mercury Lane Office and Industrial:** The Mercury Lane Office and Industrial area is



*Brea Downtown*



*Brea Civic & Cultural Center*

Table 3-1: Commuting Behavior by Transportation Mode

| Mode of Travel (%)               | Brea Core Study Area | Brea | Fullerton | La Habra | Orange County | California |
|----------------------------------|----------------------|------|-----------|----------|---------------|------------|
| Car, Truck, or Van — Drove Alone | 79.6                 | 81.1 | 77.9      | 80.3     | 78.6          | 73.6       |
| Car, Truck, or Van — Carpooled   | 7.4                  | 7.2  | 11.1      | 11.1     | 9.8           | 10.4       |
| Public Transportation            | 1.3                  | 1.7  | 2.6       | 2.3      | 2.2           | 5.2        |
| Walked                           | 3.3                  | 2.2  | 3.1       | 1.8      | 1.9           | 2.7        |
| Bicycle                          | 1.2                  | 0.4  | 0.8       | 0.5      | 0.8           | 1.1        |
| Motorcycle and other means       | 0.7                  | 0.9  | 1.0       | 1.1      | 1.2           | 1.5        |
| Worked at Home                   | 7.1                  | 6.3  | 3.6       | 3.1      | 5.6           | 5.6        |

Source: 2017 American Community Survey

Table 3-2: Travel Time to Work

| Mode of Travel (%)                 | Brea Core Study Area | Brea | Fullerton | La Habra | Orange County | California |
|------------------------------------|----------------------|------|-----------|----------|---------------|------------|
| Less than 10 minutes               | 11.6                 | 10.5 | 9.5       | 8.3      | 8.4           | 9.7        |
| 10 to 14 minutes                   | 11.1                 | 11.3 | 12.9      | 12.0     | 12.6          | 12.6       |
| 15 to 19 minutes                   | 10.7                 | 9.7  | 13.6      | 13.2     | 15.3          | 14.9       |
| 20 to 24 minutes                   | 11.6                 | 11.8 | 13.1      | 14.2     | 16.0          | 14.4       |
| 25 to 29 minutes                   | 6.0                  | 5.6  | 4.8       | 6.1      | 6.4           | 6.0        |
| 30 to 34 minutes                   | 14.2                 | 14.2 | 16.4      | 13.6     | 17.2          | 15.0       |
| 35 to 44 minutes                   | 8.6                  | 8.2  | 6.3       | 9.5      | 7.0           | 6.9        |
| 45 to 59 minutes                   | 11.0                 | 11.6 | 9.9       | 10.6     | 7.6           | 8.7        |
| 60 or more minutes                 | 15.3                 | 17.2 | 13.5      | 12.4     | 9.4           | 11.8       |
| Mean travel time to work (minutes) | 31.8                 | 33.4 | 29.8      | 30.3     | 27.4          | 28.8       |

Source: 2017 American Community Survey



located west of the Brea Canyon Channel between Lambert Road and Imperial Highway. The buildings are predominately one to two story and have industrial, office, and light manufacturing uses. Though the Mercury Lane area is adjacent to the Brea Downtown area, there are physical and functional facilities that limit connectivity to the area. This area is also a job center, containing Mercury Insurance's west campus. Along Mercury Lane there is a vehicle and pedestrian bridge that provides connectivity to The Tracks and the Brea Downtown Parking Structure.

- ♦ **Imperial Highway Commercial:** The Imperial Highway Commercial area has a mix of retail and commercial uses. Imperial Highway is a major regional corridor with significant traffic passing through. Expansion of the roadway to accommodate traffic demand has created an auto-oriented environment, resulting in fragmented commercial development and negative impacts on walkability. This area is located on the south-east boundary of the Brea Core Plan Area along Imperial Highway, across from the Brea Mall.
- ♦ **Schools:** While there is currently only one school within the Brea Core Plan Area, west of the SR-57 there are 5 schools in the vicinity of the project boundary. Improving walking and biking conditions near and around schools will generate pedestrian and biking activity. Laurel Elementary School is located on Flower Street, just north of Imperial Highway and south of Birch Street—along the southern boundary of the Plan Area. Brea Junior High School, Fanning Elementary School, Arovista Elementary School, and Mariposa Elementary School are located along or adjacent to key arterials in the Plan Area.

- ♦ **Residential Neighborhoods:** Within and in the vicinity of the Plan Area are a mix of residential units—the housing density in the area varies between single family homes, townhomes, and apartment complexes.

## TRANSIT SERVICE AND FACILITIES

Providing a multimodal network and complimentary commuting options will reinforce the existing mixed use development in the Brea Core Plan Area. At the Brea Mall property there is a transit hub that serves local trips and regional destinations such as Brea Mall, Professional Businesses, and California State University Fullerton (Figure 3-5). It is a key bus transit/transfer location in North Orange County. OCTA has also studied the State College Boulevard corridor for potential rapid bus or BRT service and this transit center would serve as the northern terminus of the corridor.

Currently within Brea, the Orange County Transportation Authority (OCTA) operates five routes that connect Brea residents to neighboring cities and regional transit centers. In addition, Foothill Transit operates one bus route that connects from Pomona through Diamond Bar to Brea-Olinda High School and the Brea Mall. The following regional and local routes currently serve Brea and the Core Plan Area, all of which stop at the Brea Mall Transportation Center:

- ♦ **OCTA Route 57:** Brea Mall to Newport Transportation Center
- ♦ **OCTA Route 129:** La Habra to Anaheim Canyon
- ♦ **OCTA Route 143:** La Habra to Brea via Fullerton Transportation Center

- ♦ **OCTA Route 153:** Brea Mall to Anaheim Regional Intermodal Transportation Center (ARTIC)
- ♦ **OCTA Route 213:** Brea Park and Ride to Irvine
- ♦ **Foothill Transit Route 286:** Brea Mall to Pomona



*Brea Mall Transportation Center*



*Brea Mall Transportation Center*

Figure 3-4: Major Activity Destinations & Employment Centers

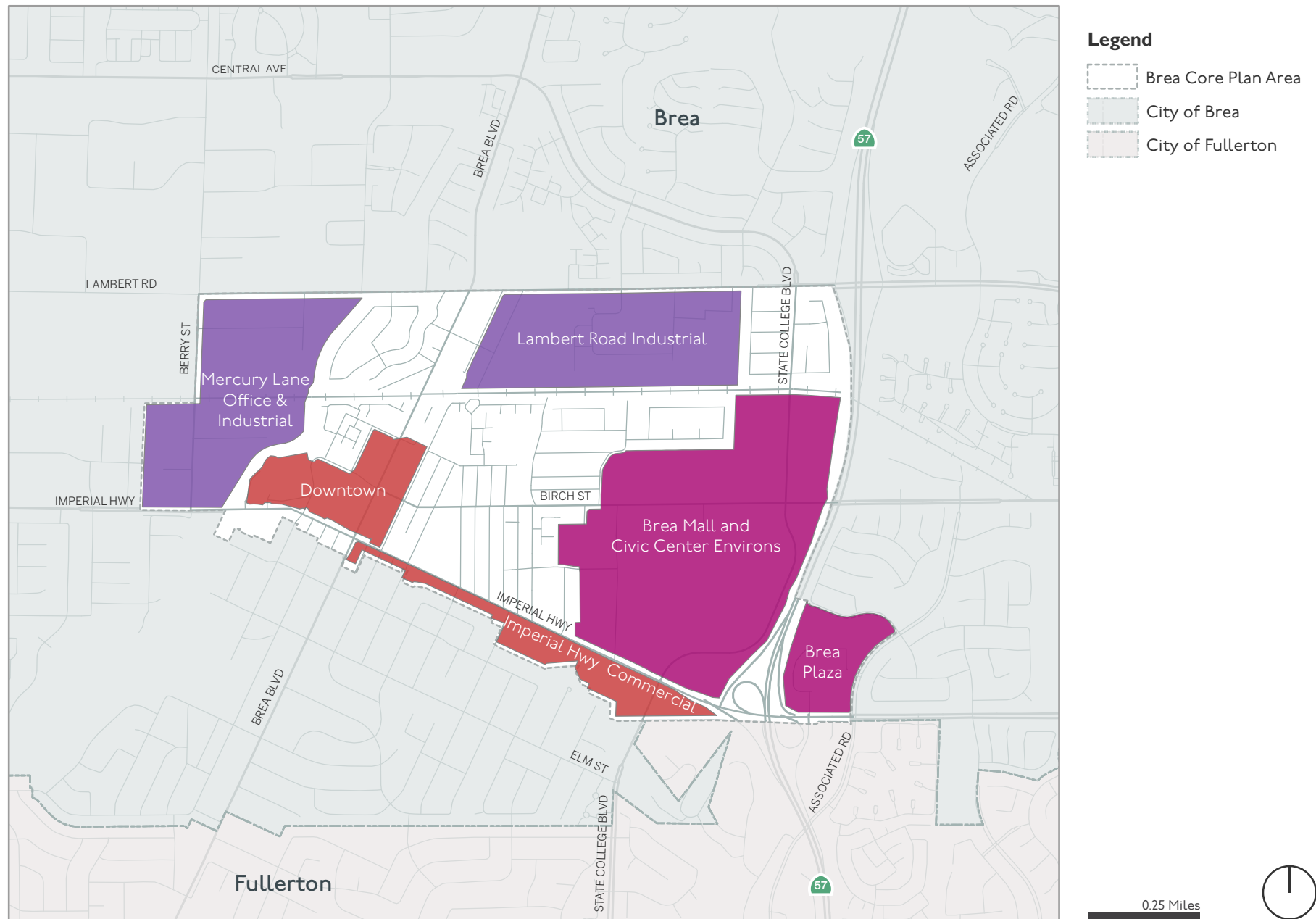
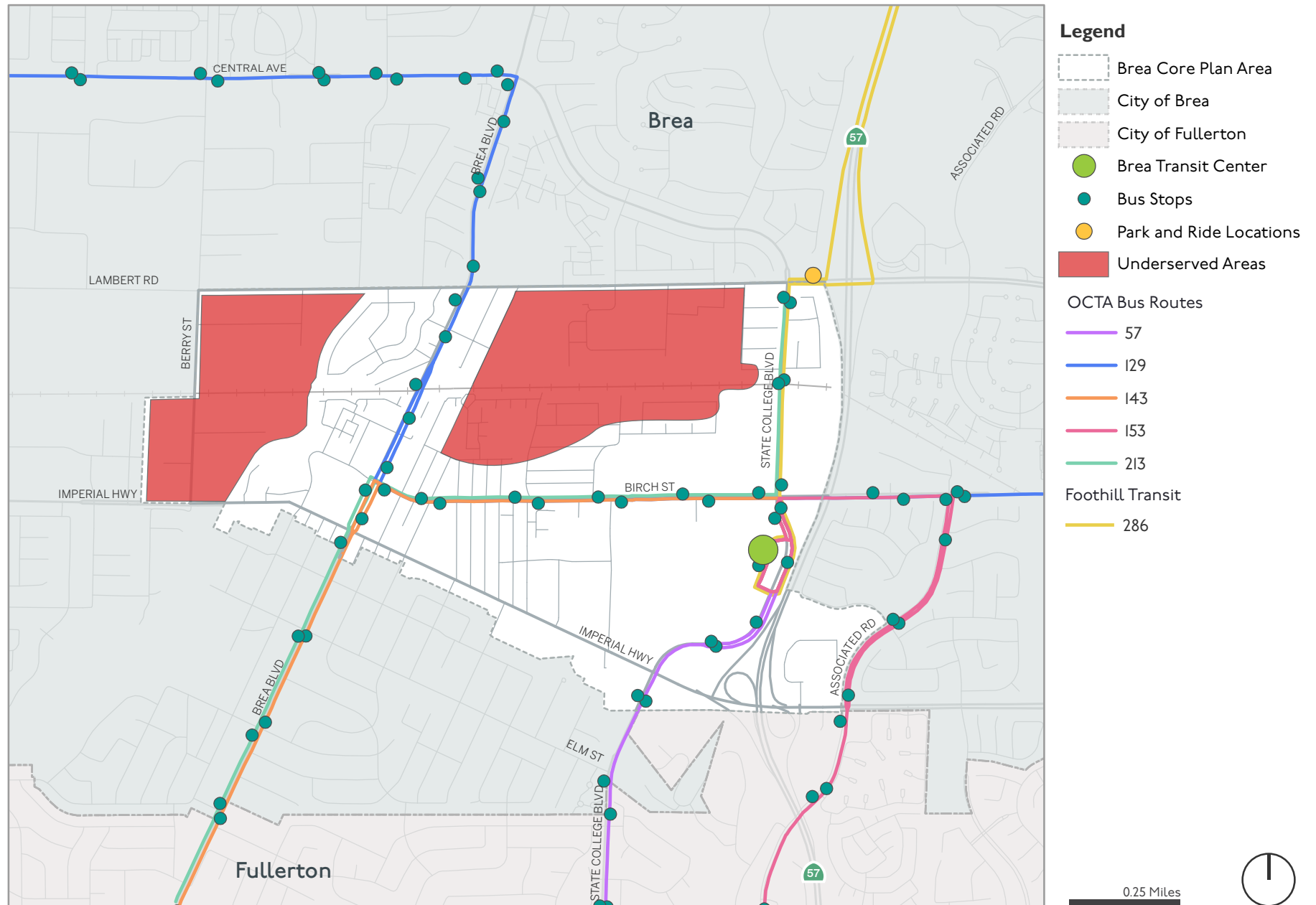


Figure 3-5: Transit Service and Underserved Transit Areas



The Fullerton Transportation Center (accessible from Brea by OCTA Route 143) is located along Harbor Boulevard and Santa Fe Avenue in the City of Fullerton. At this facility, Brea residents have access to commuter rail services, including Metrolink's Orange County and 91/Perris Valley routes and Amtrak's Pacific Surfliner. The City of Brea currently operates Seniors on the Go!, a van service that offers scheduled and planned trips to eligible seniors.

## Walking and Biking in Brea Today

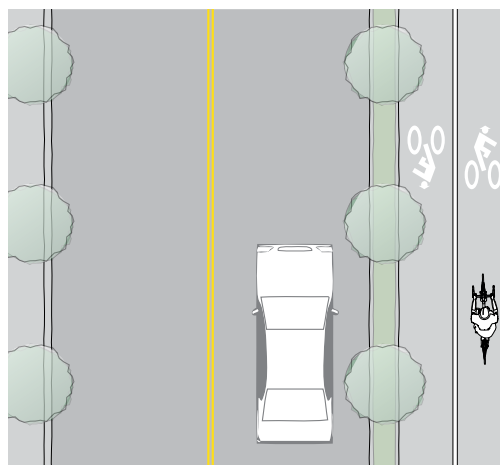
The following section describes Brea's bicycle and pedestrian infrastructure. This section further explains how the City's existing network provides connectivity to activity centers within the Plan Area.

### BICYCLE NETWORK

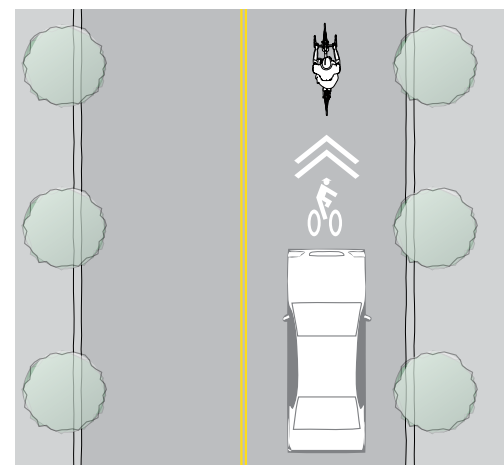
Bikeways are categorized into four types. Figure 3-6 illustrates the types of bikeways.

- ♦ **Class I (bike paths)** also known as multi-use paths, are separated completely from motor vehicle traffic and usually shared with pedestrians.
- ♦ **Class II (bike lanes)** are delineated lanes within the roadway for the exclusive use of bicycles. Vehicle and pedestrian cross-flow are permitted. The striping is supported by pavement markings and signage. Class II bikeways can be enhanced by features such as green paint or painted buffers.
- ♦ **Class III (bike routes)** are located on roadways on which bicyclists share the roadway with motor vehicles. Bike routes

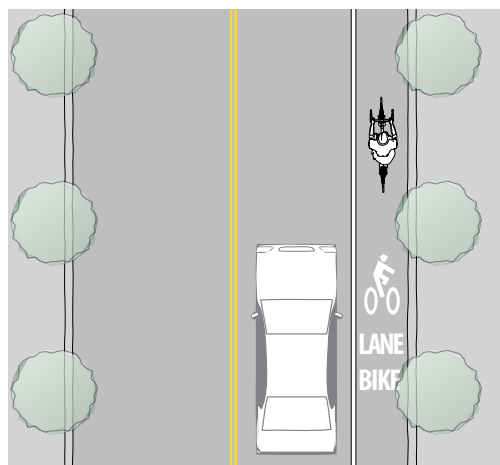
Figure 3-6: Bikeway Types



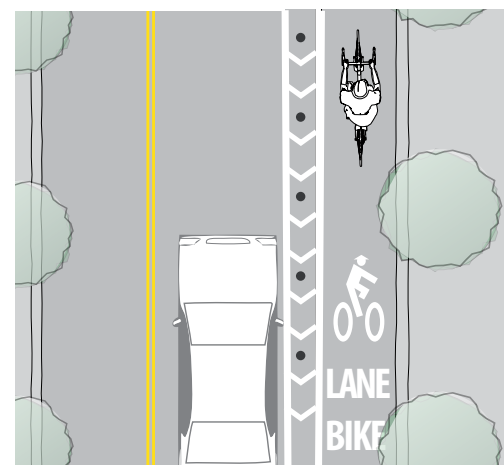
*Class I (Bike Path)*



*Class III (Bike Route)*



*Class II (Bike Lane)*



*Class IV (Cycle Track)*



are designated by signage and/or shared roadway bicycle markings (sharrows).

- ♦ **Class IV bikeways (cycle tracks)** are within or adjacent to a roadway and separated from traffic by a physical barrier such as bollards, on-street parking, or planters. This design allows an exclusive right-of-way for bicycle travel.

### Existing Bicycle and Trail Facilities

Within the Brea Core Plan Area, bicycle facilities are being developed and expanded to build upon existing facilities. The Tracks is the City's newest dedicated pedestrian and bicycle path and considered the primary bikeway in the Plan Area. There is a Class I multi-use path east of Berry Street that connects to The Tracks and is the only bikeway with a direct linkage to the trail. Along Brea Boulevard there is a Class II bikeway between Lambert Road and Birch Street. On the eastern side of the Plan Area, there are fragmented segments of Class II bikeways along State College Boulevard and Birch Street. The two segments are adjacent to Brea Marketplace Shopping Center, north of Brea Mall. A Class II bikeway runs along Berry Street to Central Avenue. Figure 3-7 illustrates existing bikeways in the Brea Core Plan Area.

### Bicycle Parking

Bike parking is typically located around public transportation stations, large businesses, city centers, and other locally and regionally significant attractions or destinations. Bicycle amenities include both short- and long-term bicycle parking facilities. Short-term facilities, intended for parking duration of less than two hours, include bike racks and corrals. Short-term bike racks are readily available and are



*The Tracks at Brea - Bike Repair Station*



*Class II Bike Lane along Berry Street*



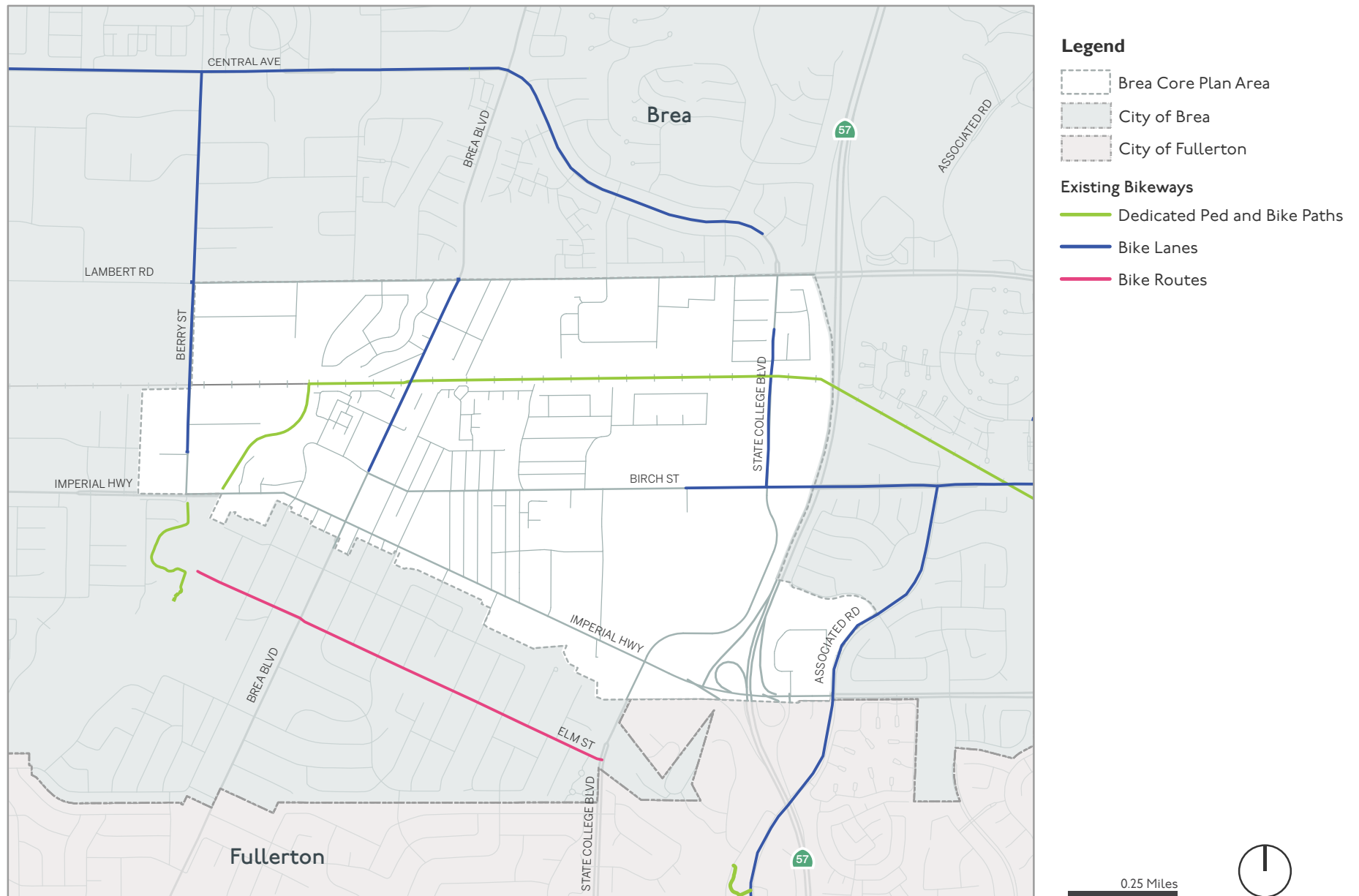
*Multi-use path at The Tracks*



*Class II Bike Lane along Brea Boulevard*



Figure 3-7: Bicycle Network and Facilities



located at most activity centers within the Plan Area, including Brea Mall, the Brea Civic and Cultural Center, Brea Downtown, Brea Gateway Shopping Center, Brea Marketplace, and Lagos de Moreno Park. Schools are also another common location for bicycle parking. Both Laurel Elementary School and the Brea Junior High School contain bicycle racks that are frequently utilized. Long-term facilities, including bike lockers, are more secure than bike racks and can shield bicycles from the elements. There are no bike lockers currently located in the Plan Area.

## PEDESTRIAN NETWORK

This section details the existing pedestrian network within the Brea Core Plan Area and addresses opportunities for improvement.

### Existing Sidewalk Network

The pedestrian network is comprised of sidewalks and multi-use paths—enabling residents to walk to their destination along dedicated paths and reduces conflicts with other travel modes. In the Brea Core Plan Area, sidewalks exist along the majority of roadways, including all residential streets. However, there are missing segments, which are highlighted in Figure 3-8. Currently, the majority of missing sidewalk segments are located at the Lambert Road and Berry Street intersection in the northwest section of the Plan Area. At and near this intersection on Lambert Road, on both the northern and southern sides, there are a total of five segments of missing sidewalk; on Berry Street there is one segment missing just south of Lambert Road (however note that north of Lambert Road, Berry Street has an additional seven segments missing, though this is outside the Brea Core Plan Area). South along Berry Street on both sides of the

road, there are two short segments of missing sidewalk—one segment is south of the Union Pacific Railroad Right-of-Way, the other segment is between the Union Pacific Railroad Right-of-Way and Imperial Highway. Imperial Highway contains missing sidewalks along the southern side of the road—one segment is located at the Berry Street intersection; the second segment is located at the SR-57 intersection between State College Boulevard and Associated Road. Another segment with missing sidewalk infrastructure exists along the eastern side of State College Boulevard between Birch Street and Imperial Highway, located at the southeast area of the Plan Area. Outside of the arterial road network, local roadways containing industrial land uses, such as those in the Mercury Lane Office & Industrial and Lambert Road Industrial areas, often contain roadways where there are only sidewalks on one side, and on occasion roads where there are no sidewalks at all.

### Walkability

Walkability is measured by the degree to which a pedestrian network encourages walking and is influenced by all aspects of the built environment. Pedestrian facilities and amenities include benches, store frontage, shade, wayfinding, and landscaping treatments. Pedestrian facilities are critical elements that improve connectivity and provide functionality. Enticing pedestrian environments leverage infrastructure improvements to provide shade, places to rest, and barriers to vehicular traffic. High quality pedestrian facilities consider in its design the surrounding built environment and encourage people to walk longer distances.



*Long-term bicycle locker solution*

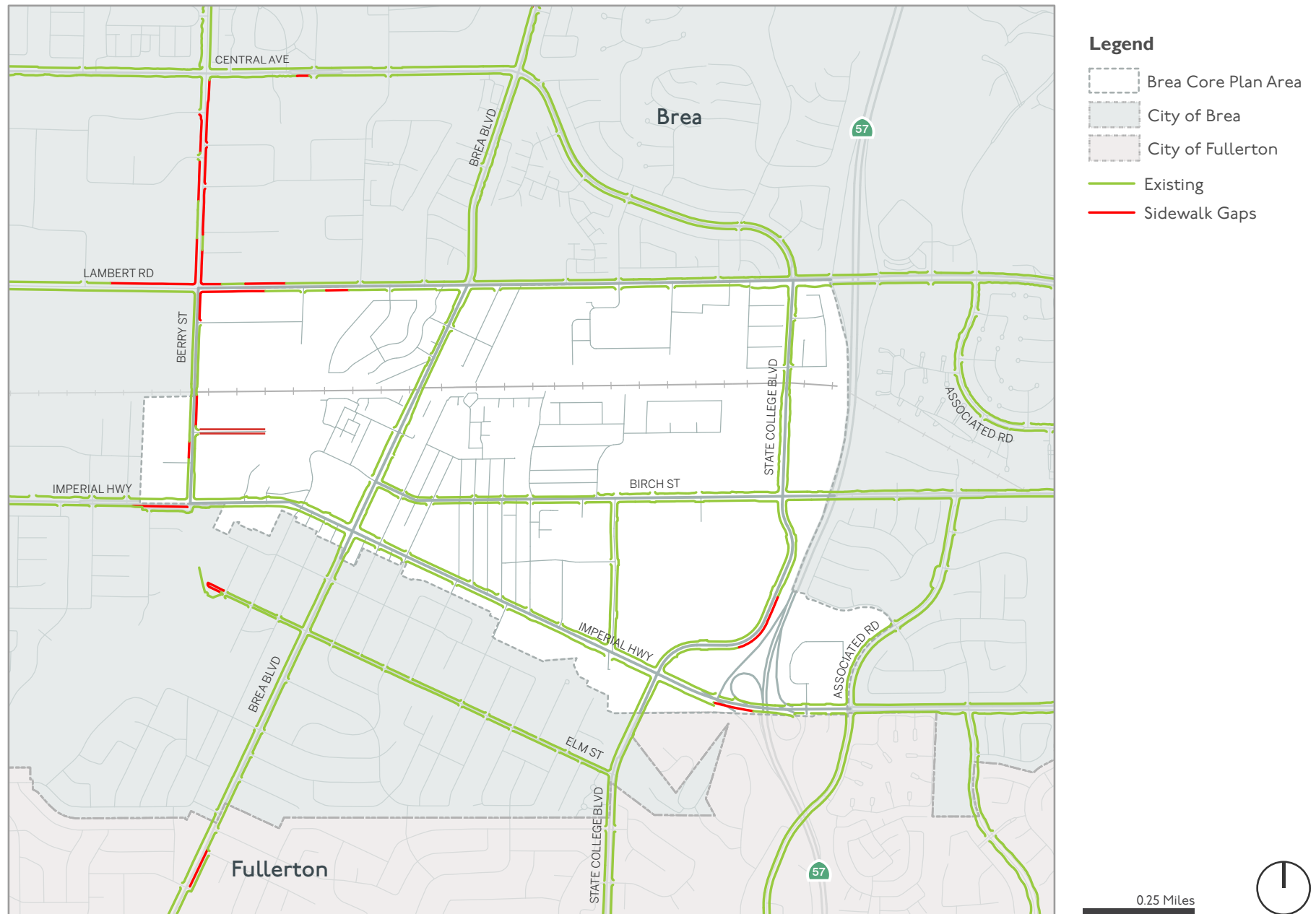


*Sidewalk adjacent to Brea Marketplace*



*High visibility crosswalk at Brea Boulevard and Birch Street intersection*

Figure 3-8: Pedestrian Facilities



## Pedestrian Facilities

Pedestrian facilities include crosswalks, pedestrian crosswalk signals, lighting, street trees, and curb ramps. Americans with Disabilities Act (ADA) compliant sidewalks should be provided on major pedestrian pathways and routes. To improve the City's pedestrian network, intersections should comply with ADA requirements. Facility improvements that provide access to destinations that attract pedestrian travel, such as schools, parks and stores should be prioritized.

## Connectivity

Connections to transit and key activity centers are dependent on the pedestrian network and impact a person's decision to utilize public transportation. Routes to school and public facilities (e.g., Laurel Elementary School, Lagos de Moreno Park) attract youth, therefore these routes are critical in the pedestrian network. Though there are sidewalks adjacent and leading up to main destinations and public facilities within the Brea Core Plan Area, further enhancements can increase perceived safety and usage of streets.

## Pedestrian Crossings

Pedestrian crossings are vital elements of the sidewalk network. Pedestrian crossings could be enhanced by high-visibility markings or pavement treatments such as color stamps. Crossings could also be signalized with audible signals and pedestrian countdowns to allow for adequate crossing time for pedestrians. Within the Brea Core Plan Area, the Birch Street and Brea Boulevard intersection was hatched with markings to add to visibility, however the city may consider updating the crosswalks with textured crossings or artistic treatments to allow for increased pedestrian visibility.

Other crosswalks at key intersections in the Plan Area are marked with traditional parallel lines, there is opportunity to add high-visibility ladder markings or textured/colored concrete features at select crosswalks. Priority for these improvements should be given to intersections directly adjacent to activity centers (e.g., parks, schools, civic destinations, shopping centers) or locations with high rates of pedestrian collisions.

## Network Gaps

There are noticeable gaps in lighting, sidewalks, and crossing infrastructure throughout the Brea Core Plan Area. The area has inconsistent placement of sidewalks, curbs and pedestrian amenities, including street furniture, bus shelters, and shade-providing trees primarily around the key destinations adjacent to industrial areas or major corridors such as the SR-57 and Imperial Highway. Most sidewalks are not designed to support the high levels of pedestrian activity outside of Brea Downtown, especially those typically associated with corridors with heavy vehicular traffic (e.g., Imperial Highway). Additionally, many sidewalks do not provide pedestrian buffers, such as street trees and landscaping, which improve safety (including perceived safety).

## BICYCLE AND PEDESTRIAN SAFETY

Safety, and the perception of safety, greatly impacts whether people choose to walk or bike. Therefore, the assessment of bicycle and pedestrian collision data can be indicative of where bicyclist and pedestrian safety may potentially be compromised. The data was used to determine if collision patterns exist and the degree of injuries that occurred. Bicycle and

pedestrian collision data from the California Statewide Integrated Traffic Records System (SWITRS) was used to develop the following assessment, see Appendix J.

## Bicycle Collisions

From 2011 to 2015, there were a total of 79 bicycle collisions in Brea—zero collisions were fatal, 2 collisions (3 percent) resulted in severe injuries, 45 collisions (57 percent) resulted in a visible injury, and 32 collisions (41 percent) resulted in injury that included complaint of pain. The majority of collisions occurred on weekdays between 6:00 A.M. and 8:00 P.M. The top three Primary Collision Factor (PFC) Violations occurred for the following reasons:

1. 38 percent of collisions occurred while the automobile had the right of way
2. 13.9 percent of collisions were a result of unsafe speeds
3. 12.7 percent of collisions were along the wrong side of the road

When assessing the bicycle collisions occurred throughout Brea, the majority of collisions occurred along arterial roadways and key corridors. Of the 79 bicycle collisions that occurred citywide, approximately 41 percent occurred within the Brea Core Plan Area. The site with the most collisions within the Plan Area is at the Birch Street and Brea Boulevard intersection; a total of 10 collisions occurred at this intersection. The site with the second highest level of collisions occurred at the Berry Street and Imperial Highway intersection; a total of 7 collisions occurred at this intersection.



Table 3-3: OTS Bicycle, Pedestrian and Overall Collision Rankings (2012-2016)\*

| Mode of Travel      | 2016  | 2015  | 2014  | 2013  | 2012  |
|---------------------|-------|-------|-------|-------|-------|
| <b>Bicycle</b>      | 56/94 | 45/93 | 46/89 | 49/92 | 47/92 |
| <b>Pedestrian</b>   | 49/94 | 69/93 | 48/89 | 75/92 | 53/92 |
| <b>Composite **</b> | 40/94 | 27/93 | 18/89 | 32/92 | 19/92 |

Notes: \*Rankings are categorized from the highest rates of collisions to the lowest rates (e.g., ranking 1/94 suggests a community has the highest rate of collisions with 94/94 having the lowest rate of collisions)

\*\*Composite refers to the combined rate of all collisions (e.g., vehicle-vehicle, single vehicle, pedestrian-vehicle, and bicycle-vehicle)

Collision rankings for Brea and other communities across California are available on the OTS website at <http://www.ots.ca.gov/collision-rankings>

## Pedestrian Collisions

In the same time period, from 2011 to 2015, a total of 44 pedestrian collisions occurred in Brea—1 collision was fatal, 2 collisions (4 percent) resulted in a severe injury, 19 collisions (43 percent) resulted in visible injuries, and 23 collisions (52 percent) resulted in injury that included complaint of pain. The collision that resulted in a fatality occurred at the intersection of Poinsettia Avenue and Pear Street, a residential area approximately one mile west of the Brea Core Plan Area. Collisions were reported on all 7 days of the week between 3:00 A.M. and midnight. The top three PFC Violations occurred for the following reasons:

1. 40.9 percent of collisions occurred when the pedestrian had the right of way
2. 27.3 percent were a result of a pedestrian violation
3. 6.8 percent were reported as a hazardous violation

The majority of the 44 pedestrian collisions in the City from 2011-2015 (57 percent) occurred within the Brea Core Plan Area. The site with the most pedestrian collisions occurred at the Brea Boulevard and Imperial Highway intersection; a total of 9 occurred at this site. The intersection with the second highest level of collisions occurred at State College Boulevard and Imperial Highway; a total of 5 pedestrian collisions occurred at this intersection.

## Collision Rates

While SWITRS does not provide the opportunity for communities to easily compare collision data with communities of similar population sizes across California, the Office of Traffic Safety provides collision rankings on an annual basis, with 2016 being the most current year available. Table 3-3 summarizes how the City of Brea ranks in comparison to other incorporated cities throughout the State of California with populations of 25,001 to 50,000 residents from 2012-2016.

According to OTS rankings, Brea ranks slightly safer than average for bicyclists when compared to other similar-sized communities statewide for 4 out of 5 years, while being safer on average for all 5 years for pedestrians. While these statistics reflect the City's commitment in providing safe infrastructure, additional transportation improvements will further reduce the amount of collisions that occur in Brea, encouraging constituents to walk and bike in the Brea Core Plan Area. Providing separated and protected facilities will be especially helpful in keeping collisions between bicyclists and pedestrians low as more people decide walk and bike to destinations in Brea, as vehicle collisions in Brea are higher than the statewide average, as reflected in Table 3-3.

## WAYFINDING SIGNAGE

Wayfinding signs have been installed along Birch Street, Brea Boulevard, State College Boulevard, Lambert Road, and at Brea Plaza to create a sense of "arrival" at key destinations in the City. The City's Five-Year Implementation Plan (2010-



2014) set the objective of expanding, improving, and creating a consistency among the City's wayfinding signs. While wayfinding, particularly in Brea Downtown, is extensive, coordinated and updated, it is focused on guiding vehicles to destinations and parking. While The Tracks also has a coordinated set of identification signs at its entrances and educational/ interpretive signs through the trail's extent, there are no signs that identify how to get to The Tracks, other bikeways, or bicycle parking within the City or Plan Area. Developing a coordinated wayfinding program consisting of signs and web-based platforms focused on bicycle and pedestrian mobility will help build awareness of existing facilities and potentially support non-motorized travel to destinations within Brea.

## EQUITY

A key component of the Caltrans Active Transportation Program is to expand mobility for disadvantaged communities, with funding for walking and biking projects and programs prioritized for these communities. As the key measurement in determining disadvantaged communities statewide, CalEnviroScreen is a mapping tool and formula that helps identify California communities that are disproportionately burdened by, and vulnerable to, multiple sources of pollution. As one of the most frequently utilized measurements for determining prioritization of grant funding on transportation infrastructure projects throughout California, the tool produces results for each census tract in the State on a 100-point scale, with 100 points being the most disadvantaged. The tool was developed by the Office of Environmental Health Hazard Assessment (OEHHA) and the California Environmental Protection Agency (CalEPA).

CalEnviroScreen uses environmental, health, and socioeconomic information to rank census tracts, with higher scores suggesting higher pollution burden and vulnerability.

As shown in Figure 3-9, according to CalEnviroScreen 3.0, the four census tracts that define the study area and are within the Brea Core project boundary score between 45 and 65 (out of a score of 100), which are approximately at the midpoint of pollution burden and vulnerability when compared to other census tracts across California. Two census tracts in the study area score between 41 and 50, one census tract scores between 50 and 55, and the northernmost census tract of the study area scores between 60 and 65. While census tracts within the Brea Core Plan Area do not rank among the state's most disadvantaged per CalEnviroScreen 3.0, census tracts in the City of La Habra and Fullerton do rank amongst the top 25% in the state. Improving walking and biking connections from destinations within Brea's Core to surrounding communities such as La Habra and Fullerton will help advance statewide goals of reducing pollution and improving mobility for disadvantaged communities.



*Pedestrian Kiosk - Brea Downtown*



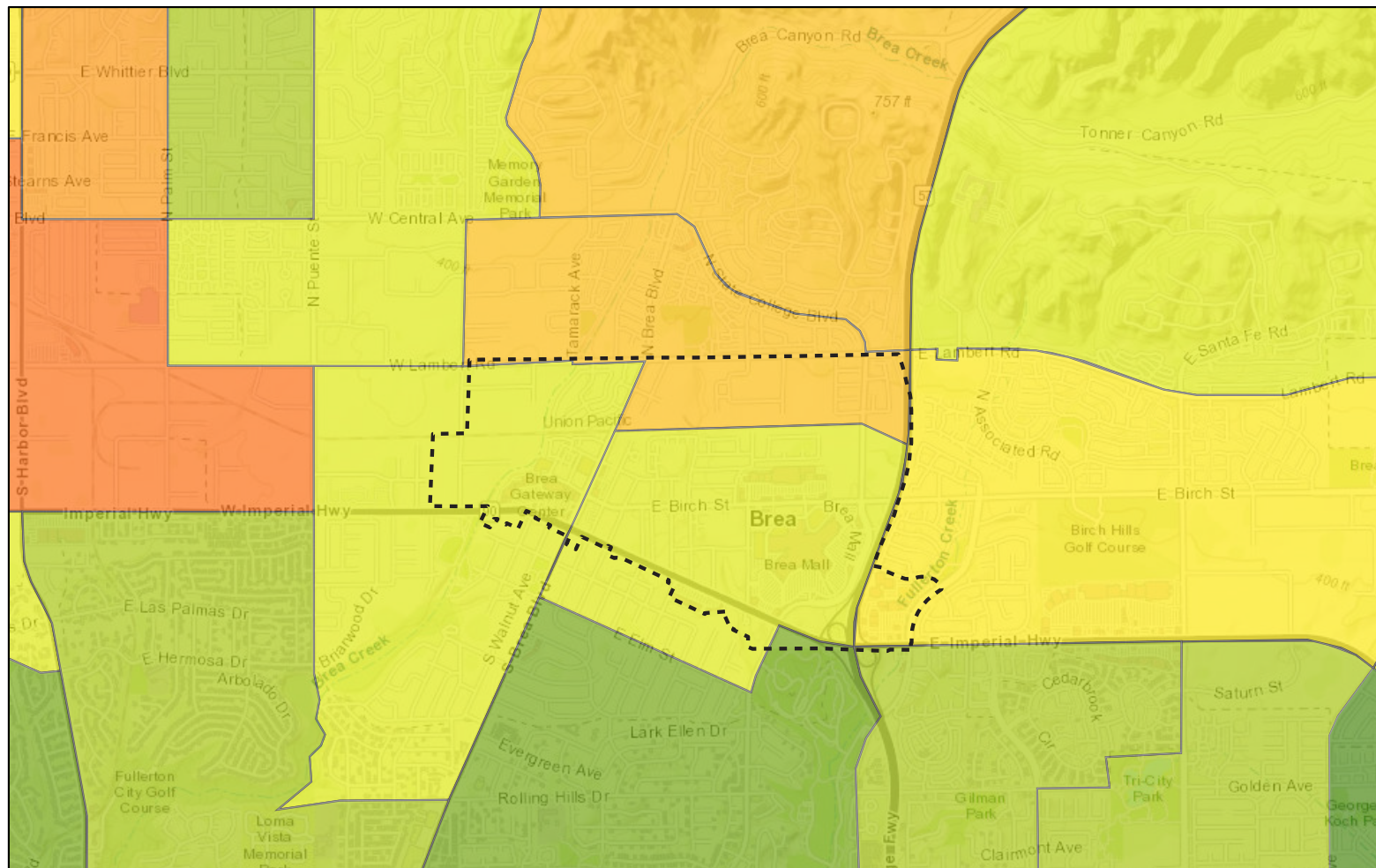
*Sign at The Tracks entry/exit point*



*Wayfinding elements in Brea Downtown*

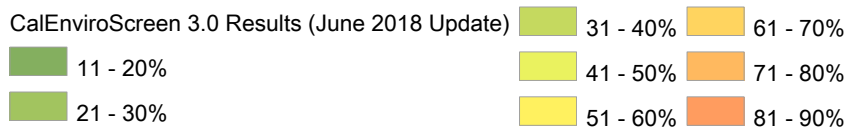
Figure 3-9: CalEnviroScreen Results for Brea Core Plan Area

## CalEnviroScreen 3.0 Results (June 2018 Update)

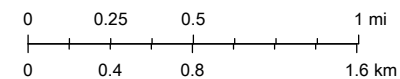


5/1/2019, 12:32:33 PM

CalEnviroScreen 3.0 Results (June 2018 Update)



1:36,112



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS,

Web AppBuilder for ArcGIS  
County of Los Angeles, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, METI/NASA, EPA, USDA | OEHA |





# CHAPTER 4

## Goals and Policies – Responding to Guiding Initiatives

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## Developing a Policy Framework Based on Community Input

Goals, Policies and Actions that will guide bicycle, pedestrian and trail projects and programs in the Brea Core Plan Area were developed based on extensive community input gathered through a variety of methods, including:

- ♦ Feedback received from local stakeholders, including businesses within the Brea Core Plan Area, through a series of in-person meetings.
- ♦ Comments received from community members at multiple community events and workshops, where project-related information and activities were provided to build interest in the Plan and gain feedback.
- ♦ Feedback received from community members through the Brea Core Plan Area website and online surveys.
- ♦ Communication with City staff throughout the development of the Brea Connecting the Core Active Transportation Plan.

## Guiding Initiatives

While the Goals, Policies and Actions presented in this chapter were developed based on community input, they are organized based on the document's guiding initiatives of improving access, design and safety of pedestrian and bicycle facilities in the Brea Core Plan Area. Additionally, Policies and Actions outlined in this chapter are aligned with specific initiatives described in the Brea Envisions Strategic Community Plan.

### GOAL

POSITIVE OUTCOME OF  
IMPLEMENTING THE PLAN

### POLICY

METHOD OR STRATEGY TO  
ACHIEVE A GOAL

### ACTION

PRACTICAL STEP TO  
IMPLEMENT A POLICY



*Outdoor sculpture along Brea Boulevard*





Stencils demarcating bicycle and pedestrian paths

## Goal A. Provide access for people of all ages and abilities

Policies and Actions responding to Goal A will focus on creating an environment in the Brea Core Plan Area where all people can navigate comfortably, increasing access through the incorporation of:

New or enhanced bikeways.



New or enhanced sidewalks or trails.



New or improved wayfinding signage to guide pedestrians and bicyclists to destinations.



Two-way protected bikeway crossing at intersection

### Policy A-I. Develop a safe and comprehensive network of dedicated bicycle and pedestrian facilities.

#### Action A-I.a

**Enhance Existing Sidewalks and Bikeways** to increase comfort and safety for people walking and biking, focusing on dedicated and vehicle-separated facilities where possible.

#### Action A-I.b

**Complete the Walking and Biking Network in Brea's Core** and fill in existing pedestrian and bicycle gaps to build a continuous network of sidewalks and bikeways.

#### Action A-I.c

**Create a Comprehensive Walking and Biking Network** through selecting a network of streets to prioritize walking and bicycling improvements.

#### Action A-I.d

**Designate Priority Walking and Biking Streets** to create a street network that will connect to key destinations in the Brea Core Plan Area, citywide and surrounding region.

#### Policies and Actions in A-1 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Develop pedestrian and bicycle friendly streets throughout the City. (Value – Alternative Transportation Options, Initiative 1 – Develop different transportation options for moving around Brea and to promote alternative transportation options, Page 26)
- ♦ Develop walking and bicycle trails separate from the streets. (Value – Alternative Transportation Options, Initiative 1 – Develop different transportation options for moving around Brea and to promote alternative transportation options, Page 26)

### Policy A-2. Provide additional bicycle and pedestrian connections to The Tracks at Brea.

#### Action A-2.a

**Explore Using Existing Rights-of-Way** through collaborating with local businesses and agencies to increase the number of access points that intersect with the Tracks at Brea.

#### Action A-2.b

**Create New Trails to Connect to The Tracks at Brea** through designating and constructing new roadways or pathways.

#### Policies and Actions in A-2 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Develop and expand a network of walking and biking trails. (Value – Healthy, Active and Sustainable Community, Initiative 2 – Promote a walkable community, Page 14)
- ♦ Develop a network of additional trails that intersect with the Tracks at Brea to provide north-south pedestrian and cycling trails. Design and develop a plan for additional, safe public pathways for pedestrians and cycling in zoning and development decisions. (Value – Balanced and Responsible Growth, Initiative 3 – Enhance and promote pedestrian-friendly development throughout our community and within the public spaces, Page 19)
- ♦ Design and develop a plan for additional, safe public pathways for pedestrians and cycling in zoning and development decisions. (Value – Balanced and Responsible Growth, Initiative 3 – Enhance and promote pedestrian-friendly development throughout our community and within the public spaces, Page 19)



*Enhanced pedestrian crossing at transit facility*



*Pedestrian and bicyclist focused wayfinding and signage*

**Policy A-3. Expand The Tracks at Brea to connect to other parts of the City and surrounding areas to provide an alternative for local and regional travel.**

**Action A-3.a**

**Expand The Tracks at Brea to La Habra and Yorba Linda** through coordinating with Union Pacific Railroad.

**Action A-3.b**

**Explore North-South Trail Expansion Opportunities** to install a dedicated bicycle and pedestrian pathway along Brea Creek to connect to the City of Fullerton and Los Angeles County.

**Policies and Actions in A-3 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Promote the Tracks at Brea as an alternative pathway through the community. (Value – Balanced and Responsible Growth, Initiative 3 – Enhance and promote pedestrian-friendly development throughout our community and within the public spaces, Page 19)

**Policy A-4. Develop a coordinated system of wayfinding signs to direct bicyclists and pedestrians to destinations in Brea's Core.**

**Action A-4.a**

**Expand Access to Walking and Biking Destinations Through Signage** that is attractive, user-friendly and human-scaled to direct bicyclists and pedestrians to The Tracks at Brea and other significant destinations in Brea's Core.

**Action A-4.b**

**Provide Useful Information on Wayfinding Signs** including distance and time to promote walking and biking to destinations.

**Policies and Actions in A-4 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Promote neighborhood connections to encourage neighbors to know neighbors. (Value – Keep Brea Safe, Initiative 2 – Brea must be a community of safe neighborhoods, Page 24)



## Policy A-5. Provide enhancements to transit service and seamless bicycle and pedestrian connections from transit to destinations.

### Action A-5.a

**Investigate Opportunities to Enhance Bikeways and Sidewalks** through updating the City's zoning code and amending the General Plan as relevant, identifying areas where bikeways and sidewalks can be expanded when properties turn over for new development.

### Action A-5.b

**Provide First-Last Mile Facilities** for clear pathways of travel for pedestrians from transit stops to key destinations, closing any existing first and last mile gaps.

### Action A-5.c

**Provide Bicycle Parking and Rentals** through requiring them at employment centers, commercial centers, recreational amenities and civic facilities.

### Action A-5.d

**Develop New Locally Oriented Transit** by encouraging the development of a trolley or on-demand shuttle service that operates along consistent routes and times.

### Action A-5.e

**Maximize Effectiveness of Existing Transit Service** including bus lines that serve the Brea Mall Transit Center and the Brea Senior Shuttle, through coordinating with OCTA, surrounding communities and local businesses.

#### Policies and Actions in A-5 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Promote the use of alternate transportation options, such as transit and bicycling, in zoning and development decisions. (Value – Balanced and Responsible Growth, Initiative 2 – The community and City leaders will foster and develop measures to mitigate and/or enhance the current traffic capacity issues, Page 18)
- ♦ Continue to promote the use of the Brea Senior Shuttle service. (Value – Alternative Transportation Options, Initiative 1 – Develop different transportation options for moving around Brea and to promote alternative transportation options, Page 26)
- ♦ Encourage the placement of bicycle racks and bicycle rentals at public facilities and businesses. Explore the use of the trolley service on consistent routes at consistent times. (Value –



*Free transit available to shoppers at mall*



*Bikeshare infrastructure*



*Enhance existing sidewalks and bikeway facilities*

Alternative Transportation Options, Initiative 1 – Develop different transportation options for moving around Brea and to promote alternative transportation options, Page 26)

- ♦ Work with OCTA and surrounding communities to explore public transit options and enhancements. (Value – Alternative Transportation Options, Initiative 2 – Develop different transportation options to move around within the larger region that also help alleviate the traffic due to Brea's daytime population increase, Page 26)

## Policy A-6. Pursue funding opportunities to construct new and enhanced transit service, sidewalks, bikeways and trails.

### Action A-6.a

**Investigate Grant Opportunities** available through local, regional, state and federal agencies to construct new – or enhance existing – pedestrian, bicycle or transit infrastructure.

### Action A-6.b

**Secure Dedicated Funding** through committing a percentage of funding in the City's yearly Capital Improvement Program or other relevant City funds to construct and maintain transit, pedestrian, bicycle and trail projects and programs.

### Action A-6.c

**Formulate Community Partnerships** with local businesses or community organizations to assist in the funding or delivery of transportation projects and programs.

### Action A-6.d

**Support the Construction or Restriping of Bikeways, Sidewalks and Trails** as part of regularly scheduled pavement resurfacing or reconstruction projects on roadways within Brea's Core.

### The Policies and Actions in A-6 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Be proactive in soliciting transportation grants and other available funding. (Value – Balanced and Responsible Growth, Initiative 2 – The community and City leaders will foster and develop measures to mitigate and/or enhance the current traffic capacity issues, Page 18)
- ♦ Secure funding to link existing and future trails in and around Brea. (Value – Protect and Enhance Parkland and Natural Lands, Initiative 1 – Prioritize funding and planning opportunities to secure more open space and future development of linked trails, Page 23)



- ♦ Explore alternative transportation methods available through grants or other funding methods. (Value – Alternative Transportation Options, Initiative 1 – Develop different transportation options for moving around Brea and to promote alternative transportation options, Page 26)

## Goal B. Focus on safety enhancements to the transportation network.

Policies and Actions responding to Goal B will create an environment in the Brea Core Plan Area that feels safe and welcoming for people of all ages and abilities, improving safety through incorporation of:

More crosswalks and bicycle facilities to enable the safe crossing and movement of pedestrians and bicyclists.



Slower vehicles and traffic enforcement through the installation of traffic calming features.



Roadways and pathways that are well lit and visible to maximize personal and physical safety.



### Policy B-I. Improve bicycle and pedestrian safety and convenience at key intersections and segments.

#### Action B-I.a

**Consider Crossing Enhancements** at signalized intersections on all bicycle and pedestrian priority streets through installing high visibility crossings and curb extensions when feasible.

#### Action B-I.b

**Consider installing Signalized Mid-Block Crossings** or rapid rectangular flashing beacons (RRFBs) on bicycle and pedestrian priority streets when signalized intersections are greater than a quarter mile apart.



*Mid-block crossing*



Enhanced crosswalk with in-road flashing beacons in school zone



Bicycle traffic signal

#### Action B-1.c

**Prioritize Crosswalk Improvements** directly adjacent to schools, parks, retail centers, civic facilities and employment hubs.

#### Action B-1.d

**Consider Dedicated Pedestrian Signal Phasing** to provide safe crossings reserved for pedestrians at high volume intersections, including the Brea Boulevard/Birch Street intersection and the Brea Boulevard/Lambert Road intersection during times of peak pedestrian travel.

#### Action B-1.e

**The City should continue to install camera detection systems at its traffic signals** that automatically detect all road users, including pedestrians and bicycles.

#### Policies and Actions in B-1 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Develop and promote safe sidewalks and bike lanes. (Value – Healthy, Active and Sustainable Community, Initiative 2 – Promote a walkable community, Page 14)
- ♦ Continued development and approval of traffic patterns and capacity enhancements, such as signal synchronization and alternative peak business hours, while preserving a robust business environment. (Value – Balanced and Responsible Growth, Initiative 2 – The community and City leaders will foster and develop measures to mitigate and/or enhance the current traffic capacity issues, Page 18).

### Policy B-2. Reduce speeding of vehicles through enhancements to roadway design and increased enforcement.

#### Action B-2.a

**Install Traffic Calming** on designated school walking routes and drop-off zones.

#### Action B-2.b

**Focus Enforcement** at high collision locations and locations where bicycle and pedestrian volumes are high.

#### Action B-2.c

**Develop A Network of Neighborhood Greenways** with traffic calming features on local streets (e.g., lane narrowing, medians, speed humps, and adding intersection controls such as stop signs) that

provide direct access to regionally significant parks and open space, such as Craig Regional Park and trails such as The Tracks at Brea.

**Policies and Actions in B-2 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Increase opportunities for outdoor activities, such as hiking trails connected to the Tracks, and better use local resources, such as regional parks and Chino Hills State Park (Value – Enhance and Promote Recreational Amenities, Initiative 1 – Further develop public spaces such as parks, trails and facilities for recreational experiences and programs. They are an integral part of community life and must remain accessible to all residents, Page 22)

**Policy B-3. Provide lighting along on-street bikeways and sidewalks to improve visibility and safety for bicyclists and pedestrians.**

**Action B-3.a**

**Install Lighting Along Bikeways** that are located directly on roadways.

**Action B-3.b**

**Install Lighting in Roadway Underpasses** to improve sight lines and visibility of pedestrians and bicyclists.

**Action B-3.c**

**Consider Installation of Pedestrian Scaled Lighting** on roadways with high volumes of pedestrians or bicyclists.

**Policies and Actions in B-3 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Facilitate neighborhood enhancements, such as lighting, that make for a safer environment. (Value – Keep Brea Safe, Initiative 2 – Brea must be a community of safe neighborhoods, Page 24)

**Policy B-4. Develop programs that encourage safe methods of travel.**

**Action B-4.a**

**Support the Development of Safety Education Classes or Programs** to be provided by the City, local businesses or schools in order to improve safety for all road users.



*Pedestrian scaled lighting*





*Eco-totem bike and pedestrian counter*

#### Action B-4.b

**Develop a Road Safety Campaign** with local agencies and community organizations to educate all road users on a regular basis through public outreach efforts, mailings, and internet postings.

#### Action B-4.c

**Develop a Citywide Map and Safety Booklet** that includes bus stops, local and regional bikeways, pathways, paved trails and unpaved hiking trails, with tips on walking and bicycling safely.

#### Action B-4.d

**Conduct Bicycle and Pedestrian Counts** concurrent with the collection of vehicle counts, either through developers submitting applications for incoming projects or directly through data collected by the City.

#### Action B-4.e

**Conduct an Analysis of Collisions** involving pedestrians, bicyclists and motorists in the Brea Core Plan Area at least every other year to document improvements made through installation of projects and to also respond to ongoing safety issues.

#### Policies and Actions in B-4 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Promote information about healthy eating and exercise. (Value – Healthy, Active and Sustainable Community, Initiative 1 – Promote a healthy and active lifestyle, Page 14)

## Goal C. Institute creative design solutions for places and streets

Policies and Actions responding to Goal C will develop places and streets in the Brea Core Plan Area that are comfortable and pleasant through instituting creative design solutions that will include:

Landscaping and shade through proper placement of street trees, shrubs and hardscape.



Clean and comfortable streets through frequent maintenance of sidewalks, bikeways and trails.



Pleasant and enjoyable environments that provide wayfinding to destinations, create environments that support the hosting of public events, and incorporate public art, street furniture and lighting.



### Policy C-I. Develop a comprehensive wayfinding program that is uniquely branded yet complimentary to existing sign programs in Brea's Core.

#### Action C-I.a

**Develop a Comprehensive Wayfinding Program** consisting of identification and directional signs to direct pedestrians and bicyclists to key shopping, recreational, civic and educational destinations, as well as to public art and other points of interest in Brea's Core.

#### Action C-I.b

**Create a Network of Interpretive Signs** that complement identification and directional signs, as these signs will educate pedestrians and bicyclists of their surrounding environment and provide a pleasant and enriching experience while walking or biking.

#### Action C-I.c

**Develop a Web-Based Interface for Wayfinding** that complements information presented through the on-site wayfinding sign program.



*Branded wayfinding in Brea Downtown*





*Landscaping improvements*



*Planters, seating, and landscaping in plaza*

#### Policies and Actions in C-1 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Promote existing public spaces and create new public spaces in which the community can walk and bike. (Value – Healthy, Active and Sustainable Community, Initiative 2 – Promote a walkable community, Page 14)

### Policy C-2. Support sustainable and attractive landscaping on roadways and public spaces throughout Brea's Core.

#### Action C-2.a

**Develop a Community-Wide Landscape Plan** that will increase tree planting and stormwater treatment, maintain existing street trees, and provide shade.

#### Action C-2.b

**Support Sustainable Landscaping Treatments** including drought-tolerant and low-water-use trees, shrubs and ground cover.

#### Action C-2.c

**Provide Improved Amenities at Transit Stops throughout the Brea Core Plan Area**, such as bus shelters, seating, shade-providing trees, and trash receptacles, in coordination with Orange County Transportation Authority (OCTA).

#### Policies and Actions in C-2 link to the following Brea Envisions Strategic Plan Initiatives:

- ♦ Provide incentives for drought-tolerant and low-water landscaping. (Value – Energy and Sustainability, Initiative 1 – Promote the smart and sustainable use of water resources, Page 16)

### Policy C-3. Conduct routine maintenance on all public rights-of-way and spaces to ensure pleasant and seamless travel.

#### Action C-3.a

**Create a Dedicated Source of Funding to the Maintain Transportation Network** either through an allocation in the Capital Improvement Program or creation of a Business Improvement District, to regularly maintain bikeways, sidewalks, trails, wayfinding signs, public art and public spaces in the Brea Core Plan Area.

**Policies and Actions in C-3 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Properly maintain streets, parks, and other public facilities. (Value – Keep Brea Safe, Initiative 2 – Brea must be a community of safe neighborhoods, Page 24)
- ♦ Proactively maintain streets and right-of-ways. (Value – Efficient Management of the Existing Road System, Initiative 1 – Maximize traffic flow and proactively maintain roads, Page 25)

**Policy C-4. Utilize roadway design and engineering best practices to ensure safe and effective pedestrian and bicycle infrastructure.**

**Action C-4.a**

**Incorporate Designs from Manuals Recognized Statewide and Nationally** including Caltrans' California MUTCD, the NACTO Urban Bikeway and Urban Street Design Guides and the FHWA Separated Bike Lane Planning and Design Guide.

**Action C-4.b**

**Coordinate with Caltrans on Design Guidance** on potential improvements to Imperial Highway and roadways adjacent to the 57 Freeway, utilizing principles from the Main Street California Guide and the CA Manual on Uniform Traffic Control Devices (CA MUTCD). Utilizing the CA MUTCD will ensure improvements follow standards and specifications along state-owned routes; the manual provides cities flexibility to implement best practices with limited liability pressures or concerns.

**Policies and Actions in C-4 link to the following Brea Envisions Strategic Plan Initiatives:**

- ♦ Facilitate methods to reduce traffic through the reduction of vehicles. Ultimately, the purpose of the transportation system is to move as many people or goods as efficiently as possible. (Value – Efficient Management of the Existing Road System, Initiative 1 – Maximize traffic flow and proactively maintain roads, Page 25)

**Policy C-5. Promote walking and biking through supportive events, incentives and amenities.**

**Action C-5.a**

**Develop Regularly Scheduled Safe Routes to School Programs and Events** through working with local schools, including Laurel Elementary School and Brea Junior High School, such as a “walk-to-school day” or “walking/bicycling safety week”, and consider joining the California Regional Network of the Safe Routes Partnership.



*NACTO Design Guides*



*Open Streets event in the City of Santa Ana*



*Colorful street furniture and public art*



*Decorative bicycle parking*

#### Action C-5.b

**Host Walking- and Biking-Supportive Community Events** with regional agencies, adjacent jurisdictions, local business groups and community organizations. Events may include open streets events, community festivals, sponsored walks and bike rides, and bike-to-work days.

#### Action C-5.c

**Develop Encouragement Programs for Brea City Staff** through providing resources, incentives and amenities to encourage City of Brea staff to commute by walking or bicycling.

#### Action C-5.d

**Create Employer-Based Programs** through working with local employers to provide amenities and incentives. These can include secure bicycle parking, shower facilities, monetary incentives for walking/bicycling, as well as ridesharing programs and the construction of park and ride lots, so that people will be encouraged to walk and bike to work, including walking/bicycling trips that are “first-last mile” connections to transit.

#### Action C-5.e

**Support the Inclusion of Street Furniture and Public Art** as part of developing bikeways, pathways and trail networks.

#### Action C-5.f

**Consider installing public bicycle parking** that is high-quality, iconic, and decorative to enhance connections between “endpoints” and maintain the City’s aesthetic character.

#### Policies and Actions in C-5 link to the following Brea Envisions Strategic Plan Initiatives:

- ◆ Encourage the further creation and use of Park and Ride lots. (Value – Alternative Transportation Options, Initiative 2 – Develop different transportation options to move around within the larger region that also help alleviate the traffic due to Brea’s daytime population increase, Page 26)
- ◆ Explore funding opportunities for ride sharing for local business employees. (Value – Alternative Transportation Options, Initiative 2 – Develop different transportation options to move around within the larger region that also help alleviate the traffic due to Brea’s daytime population increase, Page 26)



## Policy C-6. Require incoming developments to provide attractive public spaces and streets that incorporate facilities for all users.

### Action C-6.a

**Add Sustainable Transportation Infrastructure** through developer agreements or mitigations, including secure bicycle parking, reserved parking for zero emission vehicles, and installation of electric vehicle charging stations.

### Action C-6.b

**Require Streetscape Improvements** for new developments to foster pedestrian-friendly environments, including wide sidewalks, pedestrian-scaled lighting, street furniture and landscaping. This includes consistent siting of benches, trash cans, public art, shade trees, and the planting of low shrubs or ground cover to maintain sight lines and visibility.

### Action C-6.c

**Require Sidewalks On Both Sides of the Street** for every new development where sidewalks are not currently present.

### Action C-6.d

**Widen Sidewalks, Bikeways or Trails** when new developments are adjacent to a proposed bikeway or trail, the developer should provide right-of-way and potentially funding to construct facilities as part of a condition of approval on the project.

#### Policies and Actions in C-6 link to the following Brea Envisions Strategic Plan Initiatives:

- ◆ Establish development standards that make all new developments pedestrian friendly and walkable. (Value – Healthy, Active and Sustainable Community, Initiative 2 – Promote a walkable community, Page 14)
- ◆ Provide incentives to encourage the use of zero emission vehicles. (Value – Energy and Sustainability, Initiative 2 – Promote the smart and sustainable use of energy, Page 16)
- ◆ Provide incentives to encourage the placement and use of electric vehicle charging stations. (Value – Energy and Sustainability, Initiative 2 – Promote the smart and sustainable use of energy, Page 16)
- ◆ New development must adequately mitigate traffic increases due to that development. New development, whether residential or commercial, should not make existing traffic worse (Value – Efficient Management of the Existing Road System, Initiative 1 – Maximize traffic flow and proactively maintain roads, Page 25)



*City branded bicycle parking solution*



*Streetscape improvements*

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# CHAPTER 5

## Network Recommendations – Outlining Projects and Programs

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# Incorporating Community Input into Project Recommendations

Based on community feedback received and background data collected on existing walking and biking conditions, this chapter presents a menu of improvement options to implement Plan initiatives of improving access, safety and design to develop a safe and complete pedestrian and bicycling network in the Brea Core Plan Area. Figure 5-1 on page 5-5 represents the complete network of improvements from community input received. This chapter also presents the following topics:

- ♦ **Grouping the most frequently requested comments from the community into a toolbox of improvements.** The toolbox is organized by items that can be implemented near-term and then groups items that will require more substantial coordination through medium- and long-term actions.
- ♦ **A set of implementation steps** that will help guide improvement options from recommendations to built projects.
- ♦ **A summary of potential opportunities to fund improvement options and a description of how costs are calculated,** with references to detailed cost tables for each improvement option provided in the document's Appendix.
- ♦ **Detailed descriptions of improvement options,** as vetted by the community through the Plan's engagement process, in each major corridor within the Brea Core Plan Area.
- ♦ **General considerations for pedestrian and bicycle improvements** that can be applied to the Brea Core Plan Area.



*Kick-Off Workshop Input*



*Comment Cards for Open-Ended Comments*



*Pop-Up Activity in Brea Downtown*

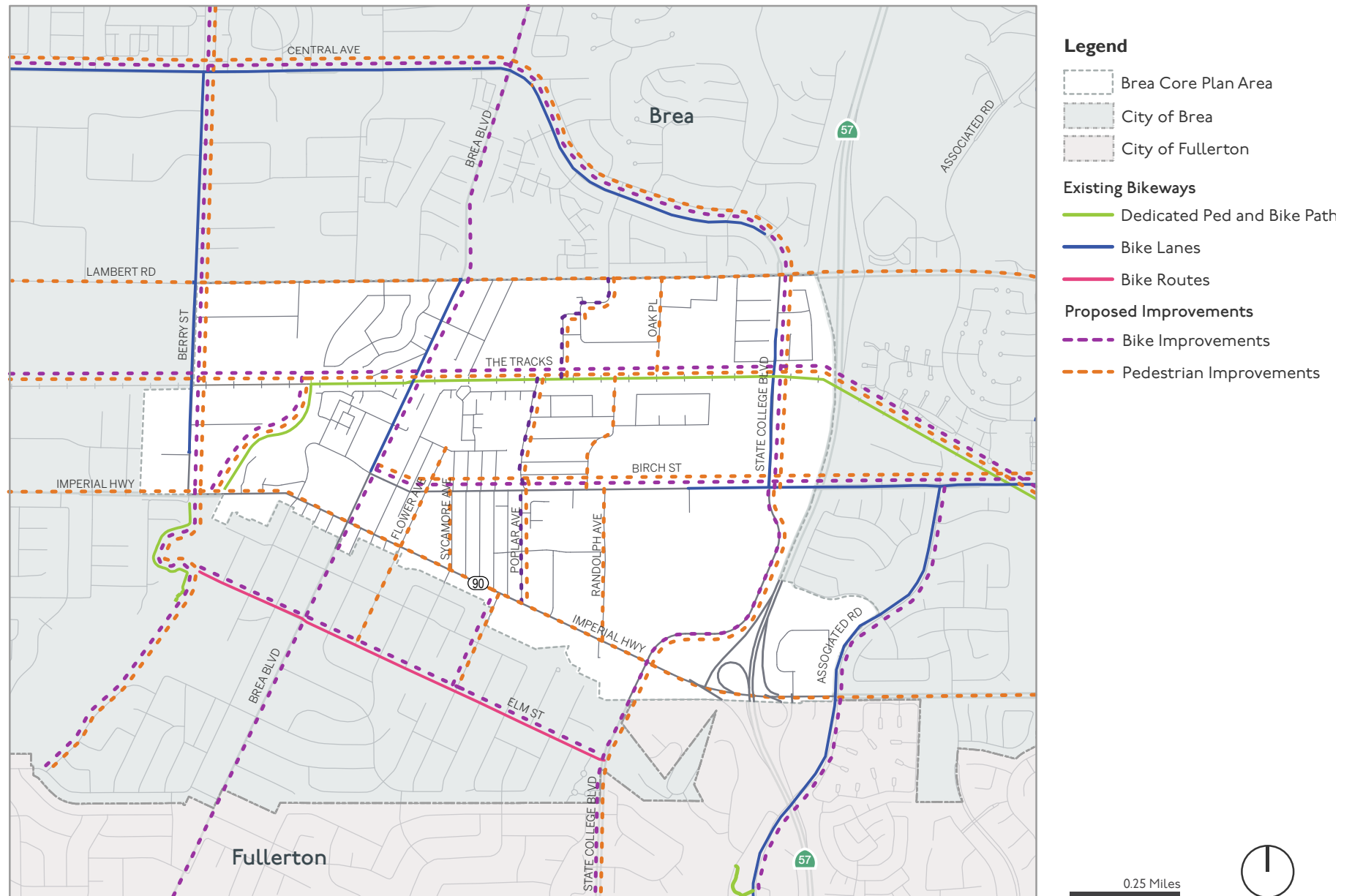


*Charrette Design Workshop Group Exercise*

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Figure 5-I: Overall Network





## TOOLBOX OF IMPROVEMENTS

### Near Term Improvements



**Street Furniture:** Street furniture enhances the pedestrian environment and makes the roadway more inviting by providing a pedestrian amenity along paths of travel. Furniture can reflect the character of the neighborhood and make it a more walkable place.



**Traffic Enforcement:** Traffic enforcement helps ensure that all modes of transportation are adhering to safe mobility behaviors, especially at newly-implemented crossings or intersections.



**Lighting:** Improved illumination along corridors increases safety at night for active transportation users and alerts motorists to the presence of pedestrians and bicyclists. Lighting is especially helpful at crossings and transit stops.

### Medium-Long Term Improvements



**Enhanced Crosswalks:** Visible and accessible crosswalks designate pedestrian pathways and improve safety for pedestrians by increasing visibility for all modes of travel and slowing traffic.



**Branded Signage:** Signage can provide wayfinding as well as designate travel paths for active transportation users. Using signage with the City of Brea logo and branding that reflects the neighborhood's character can provide a strong sense of place and add to level of comfort that a pedestrian or bicyclist may feel when traveling through the community.

## TOOLBOX OF IMPROVEMENTS

### Medium-Long Term Improvements



**Landscaping:** Landscaping can improve the pedestrian environment by providing shade and a buffer from vehicle travel lanes. Adding green infrastructure along a roadway can make the corridor more inviting to pedestrians and bicyclists, encouraging the use of active transportation modes.



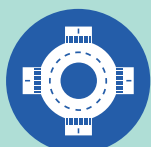
**Enhanced Sidewalks:** Sidewalks provide pedestrian access and connectivity along roadways and to public spaces. Widening sidewalks enhances the pedestrian environment and makes the corridor more inviting to pedestrians by slowing traffic and providing safety and distance from vehicle travel lanes.



**Bike Lane Improvements:** Bike lane buffers provide separation between bicyclists and vehicles. Each bicycle facility improvement recommendation is suggested based on factors such as the existing bicycle facilities, roadway width, traffic volumes, and any right of way constraints.



**Separated Bicycle Facility:** Bicycle facilities such as a cycle track or grand boulevard provide a separated facility for bicyclists, providing distance from vehicle traffic with physical buffers such as bollards or landscaping. The presence of separated bicycle facilities can slow traffic by alerting motorists of the presence of bicyclists.



**Traffic Circle:** Traffic circles help to calm traffic by controlling vehicle speeds at intersections. Providing a series of neighborhood traffic circles at intersections along a common pedestrian or bicycle pathway can create a neighborhood greenway that improves access to neighborhood amenities or destinations such as parks or other recreational centers. A central island with landscaping and continental crosswalks provides increased visibility of the traffic circle and enhances the intersection for active transportation users.

## Implementation Steps

**Perform any necessary further study.** When implementing infrastructure projects, it is critical to evaluate all options to determine the feasibility of implementation.

- ♦ It will be important to consider vehicle speeds and volumes to determine if supplemental traffic calming measures or amenities should be implemented. For example, State College Boulevard may need additional study due to its curvilinear nature south of Birch Street.
- ♦ Care should also be given when implementing infrastructure projects on streets that also serve as primary emergency vehicle routes. Although bikeways and emergency vehicle routes can be compatible, roadway treatments that manage speed and volume should be evaluated to ensure they do not impede emergency vehicle access. The City may need to develop a plan to accommodate emergency vehicles, such as for the road diet on Birch Street. Police and fire staff should be actively consulted throughout the project design effort.
- ♦ Additionally, bikeways should be kept in good condition, with smooth riding surfaces in order to enhance safety. Candidate streets for bikeways or pedestrian improvements should have good pavement conditions or be repaved as part of project implementation.

**Coordinate with any external agencies as needed.** Some options will require coordination due to right-of-way. Specifically, Imperial Highway will require coordination with Caltrans, while modifications to Brea Boulevard and Lambert Road may require coordination with OCTA under the Master Plan of Arterial Highways

(MPAH). The City may consider acquisition of land or designating space for easements as land develops. Extension of the Tracks at Brea will require coordination with the City of La Habra to ensure coordinated construction of the extension between the two jurisdictions.

**Produce engineering designs.** These drawings should build upon the initial general concepts developed for this report. This can include site plans of infrastructure and landscaping, as well as roadway striping plans.

**Environmental review.** Determine if the infrastructure project requires environmental review and follow the process to conduct the review. Most projects involving work within the public street right-of-way may be able to be cleared using a Categorical Exemption.

**Perform community engagement.** Effective community engagement is crucial when developing policies and projects that impact a community's built form. Effective community engagement often results in policies and projects that are more successful in responding to local conditions and are less likely to experience significant opposition. The following steps can be taken for any projects that require community outreach:

- ♦ Develop an outreach plan
- ♦ Develop a plan for active transportation education
- ♦ Develop a list of stakeholders
- ♦ Communicate the project using workshops, design charrettes, demonstrations, etc.
- ♦ Provide advance notifications of public meetings, active workshops, design charrettes, etc.
- ♦ Develop an online survey to solicit community

feedback as an alternative to in-person meeting attendance.

**Submit design drawings for approval.** These drawings should be approved by the Planning Department, Department of Public Works, or any other appropriate City department.

**Pursue project funding.** Many of the improvements identified in this report will need to rely on outside grant funding sources for implementation. Select improvements may be able to be coordinated with future city roadway maintenance or other projects, which could help to reduce the amount of outside funding necessary for implementation.

**Coordinate construction needs.** Coordinate with Public Works and Maintenance to determine the availability of construction materials and coordinate construction once approved.

## FUNDING AND COSTS

Estimated costs are provided for each corridor, however note that cost estimates are based on typical cross-sections and represent general civil roadway, signing, striping, landscaping, and minor traffic signal improvements. The cost estimates do not account for corridor-specific costs associated with utility relocation, significant traffic signal improvements, or obtaining permits and easements. Site furnishings and amenities are accounted for through a 3% increase of the project cost. A detailed breakdown of costs is provided in Appendix X.

Potential funding streams include local, regional, and state programs. The recommended funding sources for each of the corridor improvement options are tailored to the type of project(s) identified for the corridor, as follows:

- ♦ Projects selected for funding through the **City's existing CIP program** are lower cost projects that are relatively easy to implement (e.g., striping improvements)
- ♦ Projects selected for funding through **developer fees** are located in areas where properties are likely to turn over quickly, providing a substantial portion of funding (or all funds) for bicycle and pedestrian improvements.
- ♦ Projects selected for funding through OCTA's BCIP program provide connections in local communities and provide flexibility in the types of bikeways funded. There is not a disadvantaged community requirement associated with this source.
- ♦ Projects selected for funding through **Caltrans' HSIP program** are roadways that are designated state highways that focus on safety improvements and the reduction of crash rates. Imperial Highway was selected for this funding source since it is a designated state highway. There is no disadvantaged community requirement for this funding source.
- ♦ Projects selected for funding through **Caltrans' ATP program** are roadways or intersections that are regionally significant (e.g. Brea Boulevard/Birch Street, State College Boulevard, The Tracks at Brea), proposing separated and dedicated bikeway or pedestrian infrastructure that improve access, design and safety from the City of Brea to disadvantaged communities adjacent to the City.
- ♦ Projects selected for funding through California State Parks Recreational Trails Program are projects that establish recreational trails or connect two previously disconnected sections of existing trails.
- ♦ Projects selected for funding through the **Urban Greening Grant Program administered by California Natural Resources Agency** are bikeways and pedestrian projects that incorporate best practices in low water use landscaping design, stormwater treatments, and expand access of safe bikeways/pedestrian pathways to disadvantaged communities.

## Improvement Options by Corridor

In the following section, detailed improvement options are provided for each of the ten corridors in the Brea Core Plan Area. Each option provides a description of the corridor, considerations and opportunities, and recommendations on moving forward with improvement options. Some improvement options are mutually exclusive and some can be achieved through phasing and building upon one another. Conceptual visualizations illustrating each improvement option are also provided, with the assumption that engineered diagrams will be required for each corridor prior to implementation. Cost estimates are also provided for each improvement option, with a detailed breakdown of costs provided in Appendix J.

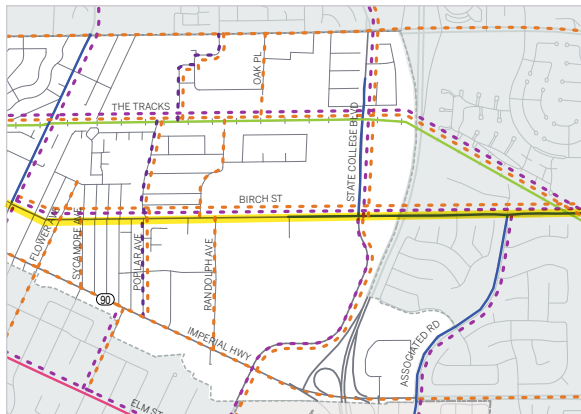
# Birch Street

## Description

Birch Street runs west to east through the Plan Area with Average Daily Traffic (ADT) of 20,000 or less. The street consists of 4 lanes with a median or a two-way left turn lane. The Brea Mall is accessible on Birch Street east of Randolph Avenue.

## Additional Considerations and Opportunities for Birch Street

The results of public outreach efforts indicate there is a need to improve multimodal connectivity through Birch Street for better access to commercial assets along the corridor, particularly to Brea Downtown. The improvements presented for Birch Street would offer pedestrians and bicyclists enhanced access to the heart of the City.



## Recommendation

Consider implementing a road diet with a cycle track or shared use path west of Randolph Avenue. The Federal Highway Administration supports road diets from 4 lanes to 3 lanes (one travel lane in each direction, one center turn lane) for roadways under 20,000 ADT. Three mutually exclusive improvement options are presented for this corridor.

## OPTION 1A: ROAD DIET WITH CYCLE TRACK – BREA BOULEVARD TO RANDOLPH AVENUE

### Pros:

- Buses can run and load/disembark passengers more efficiently
- Provides a protected bicycle facility
- The cycle track provides a buffer between cars and pedestrians
- Less opportunities for vehicular speeding

### Trade-offs:

- Some loss of parking
- Loss of one vehicular travel lane in each direction
- Potential for minor vehicle delay
- Requires careful study to ensure safe accommodation of emergency vehicles.

♦ Total Cost Estimate: \$989,300





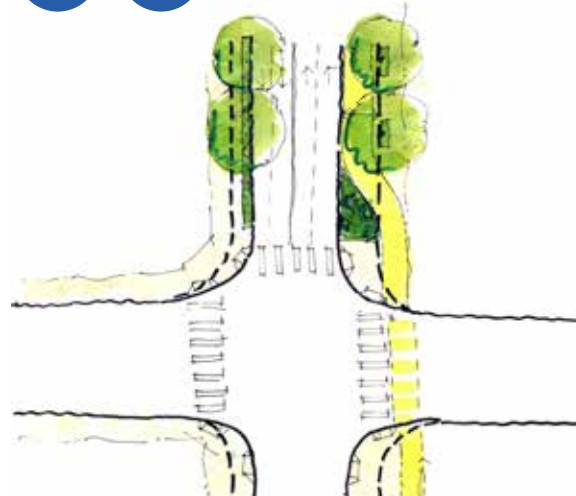
## OPTION IB: ROAD DIET WITH CYCLE TRACK & SIDEWALKS – BREA BOULEVARD TO RANDOLPH AVENUE

- ◆ Pros:
  - Wider sidewalks
  - Provides a protected bicycle facility
  - The cycle track provides a buffer between cars and pedestrians
  - Less opportunities for vehicular speeding
- ◆ Trade-offs:
  - Loss of parking
  - Loss of one vehicular travel lane in each direction
  - Requires careful study to ensure safe accommodation of emergency vehicles.
  - Potential for minor vehicle delay
- ◆ Total Cost Estimate: \$2,180,758



## OPTION IC: SOUTH SIDE SHARED USE PATH – BREA BOULEVARD TO RANDOLPH AVENUE

- ◆ Pros:
  - No loss of vehicular travel lanes
  - Narrow lanes have the potential to calm traffic
  - Provides a separate multi-use facility for both bicycles and pedestrians
- ◆ Trade-offs:
  - Bicyclists and pedestrians will share pathway of travel
  - Intersections need to be reconfigured to incorporate a shared use path
- ◆ Total Cost Estimate: \$3,720,876



## FUNDING:

- ◆ OCTA Bicycle Corridor Improvement Program

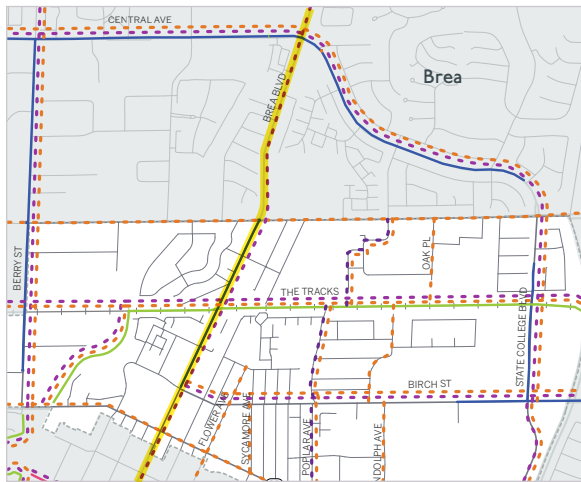
# Brea Boulevard

## Description

Brea Boulevard runs north to south through the Plan Area as a 4-lane road north of the Tracks at Brea, and a 6-lane road south of the Tracks. The corridor has an ADT of 25,000 – 27,000 and is classified as a primary arterial in the Orange County Transportation Authority Master Plan of Arterial Highways (OCTA MPAH). This corridor links to Brea Junior High School in the northern part of the Plan Area at Lambert Road.

## Additional Considerations and Opportunities for Brea Boulevard

Based on site visit observations, the majority of bicyclists in Brea ride on the sidewalk even in areas with bicycle lanes, particularly on Brea Boulevard. If possible, the City should consider opportunities to reduce vehicle lane widths along the corridors to either install painted buffers or permanent barriers between vehicle traffic and existing bicycle lanes.

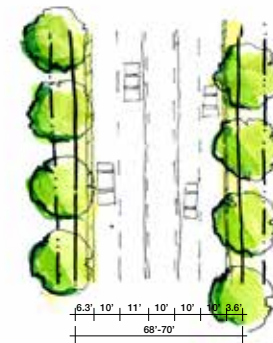


## Recommendation

Consider implementing a buffered bike lane or cycle track along this corridor, along with intersection improvements at the intersection of Brea Boulevard and Birch Street, such as modifying signal timings. Three improvement options are presented for this corridor.

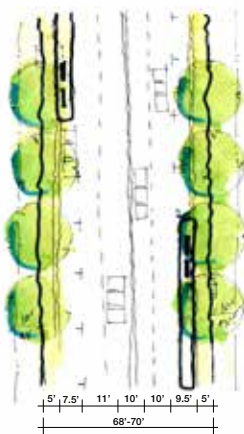
## OPTION 2A: BUFFERED BIKE LANE – IMPERIAL HIGHWAY TO LAMBERT ROAD

- ♦ Pros:
  - Improves comfort and safety for existing bike lanes
  - Maintains center turn lane and/or median
- ♦ Trade-offs:
  - No parking spaces
- ♦ Total Cost Estimate: \$1,526,108



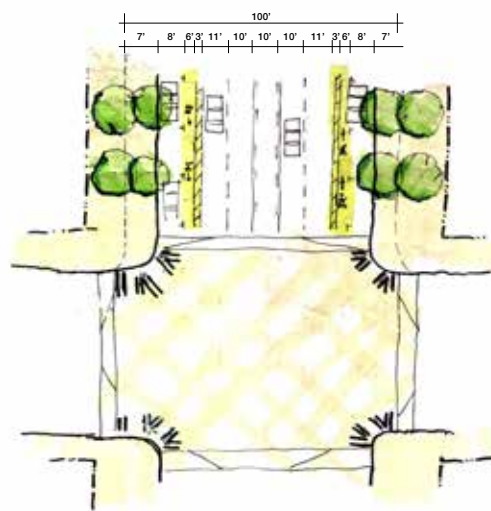
## OPTION 2B: CYCLE TRACK – IMPERIAL HIGHWAY TO LAMBERT ROAD

- ♦ Pros:
  - Buses can run and load/disembark passengers more efficiently
  - Provides a protected bicycle facility
  - The cycle track provides a buffer between cars and pedestrians
- ♦ Trade-offs:
  - Removal of the landscaped median
- ♦ Total Cost Estimate: \$1,651,265



## OPTION 2C: BREA/BIRCH INTERSECTION CONCEPT – BREA BOULEVARD AT BIRCH STREET

- ♦ Pros:
  - Improved safety for all travel modes
  - Provides opportunities to connect activity centers on either side of Brea Boulevard
  - Reduces jaywalking
- ♦ Trade-offs:
  - Potential for vehicular delays
  - May reduce vehicular capacity
- ♦ Total Cost Estimate: \$506,017



## FUNDING:

- ♦ OCTA Bicycle Corridor Improvement Program
- ♦ Caltrans Active Transportation Program funding

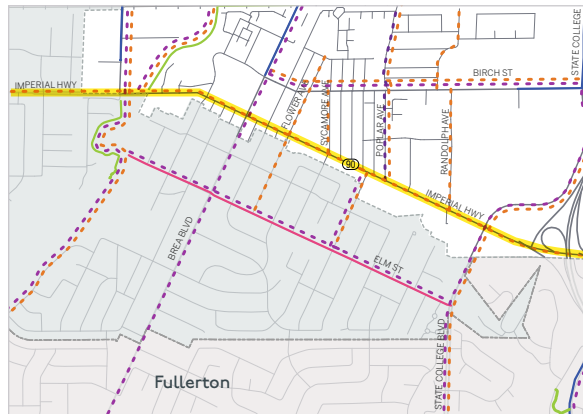
# Imperial Highway

## Description

Imperial Highway is a 6-lane roadway that runs east to west through the Brea Core Plan Area with an ADT of 52,000. It is classified as a major arterial. Because Imperial Highway is owned and operated by Caltrans, treatment options to this corridor are limited.

## Additional Considerations and Opportunities for Imperial Highway

Auto-oriented corridors generally form the boundaries of the Brea Core Plan Area, particularly Imperial Highway. With the auto-oriented nature of this corridor, the pedestrian experience is severely degraded and the area is underutilized. Improvements to sidewalks, street-scape, and additional mobility options along this corridor will contribute to improved accessibility and utilization of Imperial Highway.

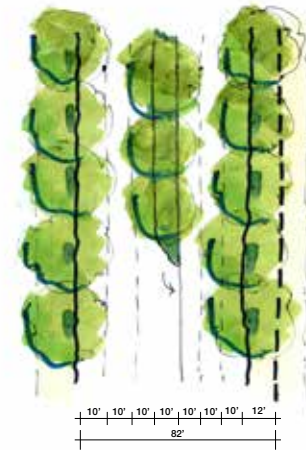


## Recommendation

Consider widening the sidewalk by narrowing the travel lanes, following the Caltrans Main Street Guidelines. Further coordination with Caltrans may provide the potential for Caltrans relinquishment to allow for greater flexibility of roadway design.

## OPTION 3A: NORTH/SOUTH SIDEWALK WIDENING – BREA BOULEVARD TO STATE COLLEGE BOULEVARD

- ◆ Pros:
  - Maintains travel lanes
  - Narrows lanes to improve safety and reduce speeding
  - Design allows for wider sidewalk
  - Provides dedicated space for drop off and pick up for Laurel Elementary School.
- ◆ Trade-offs:
  - Requires Caltrans coordination and may increase implementation time
- ◆ Total Cost Estimate: \$1,420,300



## FUNDING:

- ◆ Consider obtaining Caltrans Sustainable Transportation Planning Grant funds to develop a more detailed Complete Streets Plan for the corridor
- ◆ Highway Safety Improvement Program funding for direct implementation of corridor improvements
- ◆ Fees collected from developers as properties turn over

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# State College Boulevard

## Description

State College Boulevard runs north to south across the Plan Area with an ADT that ranges from 14,000 to 22,000. It is a 4-lane roadway with an existing striped bike lane north of Birch Street. Currently, the bike lane ends north of The Tracks just before Lambert Road.

## Additional Considerations and Opportunities for State College Boulevard

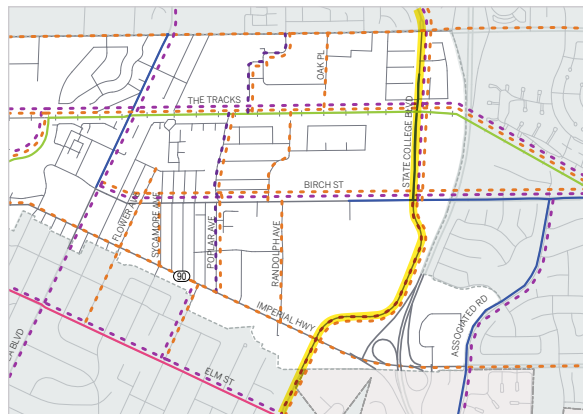
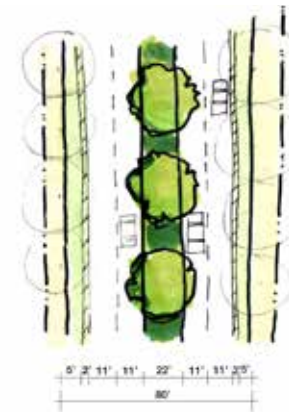
State College is a key corridor that connects residents in Brea to local amenities, in addition to commercial areas in the City of Fullerton. Enhancing the existing bikeway would improve safety for bicyclists and connect to the City of Fullerton's planned bikeway along the corridor—serving as a regional bikeway in Orange County.

## Recommendation

Implement a buffered bike lane along the length of the corridor or a Grand Boulevard north of Birch Street that can build off of the first alternative.

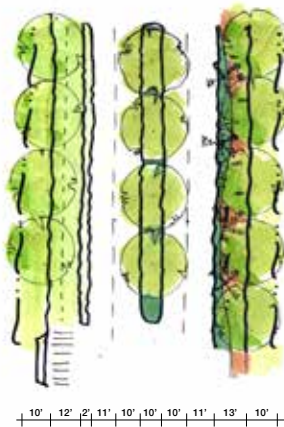
## OPTION 4A: BUFFERED BIKE LANE – LAMBERT ROAD TO IMPERIAL HIGHWAY

- ♦ Pros:
  - Maintains existing travel lanes and medians
  - Narrows travel lanes to reduce speeding
- ♦ Trade-offs:
  - Limited buffer between bicyclists and vehicles
  - Due to its curvilinear nature, the feasibility of implementing a buffered bike lane south of Birch Street warrants further study
- ♦ Total Cost Estimate: \$4,277,431



## OPTION 4B: GRAND BOULEVARD – LAMBERT ROAD TO BIRCH STREET

- ◆ Pros:
  - Provides a fully protected and separated facility for bicyclists
  - Provides opportunities for landscaping
- ◆ Trade-offs:
  - Potential to experience minor vehicle delay during peak mall shopping days
- ◆ Total Cost Estimate: \$2,971,866



## FUNDING:

- ◆ OCTA Bicycle Corridor Improvement Program funding for Option 4A
- ◆ California Natural Resources Agency Urban Greening Grant Program funding for Option 4B (assuming best practices in stormwater treatments and low-water plants and trees are incorporated into the landscape design)
- ◆ Caltrans Active Transportation Program funding for Options 4A and 4B

# Berry Street

## Description

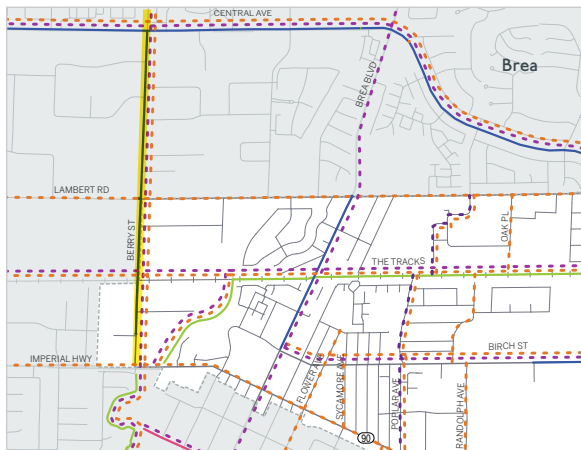
Berry Street runs north to south across the Plan Area with an ADT that ranges from 9,000 to 12,000. The secondary corridor consists of 4 lanes and is surrounded by industrial land uses until its southern terminus at Imperial Highway, where the area consists of residential land uses.

## Additional Considerations and Opportunities for Berry Street

Enhanced bikeways and sidewalk facilities along Berry Street would provide access to/from the northern residential area, The Tracks, and Birch Street—improvements that were deemed highly popular during outreach activities.

## Recommendation

Enhance the existing bike lane and connection to The Tracks by implementing a buffered bike lane or shared use path. Three mutually exclusive alternatives are presented for this corridor.



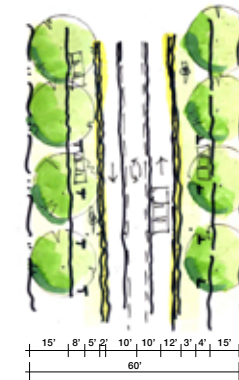
## OPTION 5A: BUFFERED BIKE LANE – CENTRAL AVENUE TO IMPERIAL HIGHWAY

- ♦ Pros:
  - Maintains travel lanes along the corridor
  - Buffered bikeway provides increased comfort and safety for bicyclists
  - Narrows travel lanes to reduce speeding
- ♦ Trade-offs:
  - No opportunity to provide parking spaces along roadway
  - Removes center turn lane
- ♦ Total Cost Estimate: \$995,953



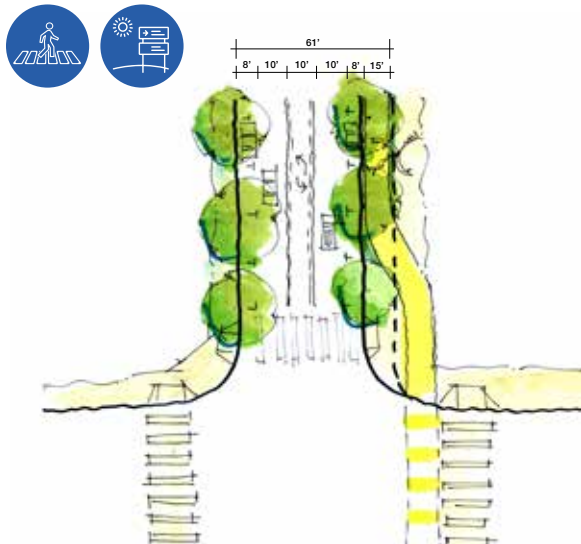
## OPTION 5B: BUFFERED BIKE LANE/PARKING – IMPERIAL HIGHWAY TO LAMBERT ROAD

- ♦ Pros:
  - Maintains parking along corridor
  - Buffered bikeway provides increased comfort and safety for bicyclists
  - Reduces vehicular speeding
  - Maintains center turn lane
- ♦ Trade-offs:
  - Removes one travel lane in each direction (little or no vehicle delay likely due to existing 8,000-12,000 ADT)
- ♦ Total Cost Estimate: \$1,022,907



## OPTION 5C: SHARED USE PATH – IMPERIAL HIGHWAY TO LAMBERT ROAD

- ♦ Pros:
  - Provides street parking
  - Maintains center turn lane
  - Narrows vehicular travel lanes to discourage speeding
  - Allows for inclusion of a shared use path to connect and/or provide extension to The Tracks
- ♦ Trade-offs:
  - Requires reconstruction of the roadway curb
  - Reduces vehicle travel lanes in each direction (although delay would likely be minimal or nonexistent with existing ADT)
- ♦ Total Cost Estimate: \$2,558,211



## FUNDING:

- ♦ Fees collected from developers as properties turn over for Options 5A and 5B
- ♦ Recreational Trails Program funding for Option 5C

# Poplar Avenue

## Description

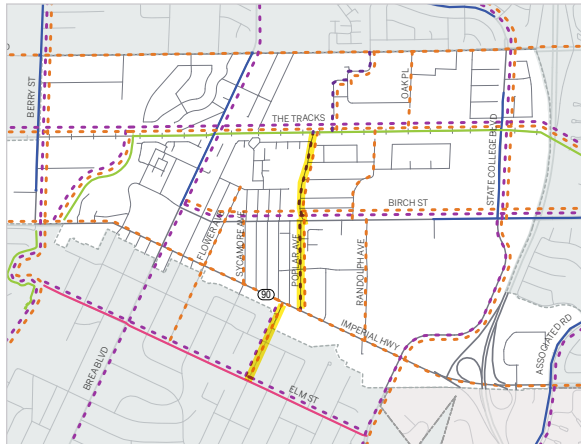
Poplar Avenue runs north to south through the Plan Area with low traffic volumes and speeds. The corridor is surrounded by mostly residential uses and terminates at Imperial Highway at its southern end. It connects The Tracks with Craig Park via the local streets of Laurel Avenue and Elm Street. The signal at the intersection of Imperial Highway and Laurel Avenue facilitates street crossing.

## Additional Considerations and Opportunities for Poplar Avenue

To improve north-south access, the City may consider adding a bicycle boulevard with sharrows and traffic calming improvements along Poplar Avenue, as the key corridor offers access to The Tracks and has low vehicular speeds.

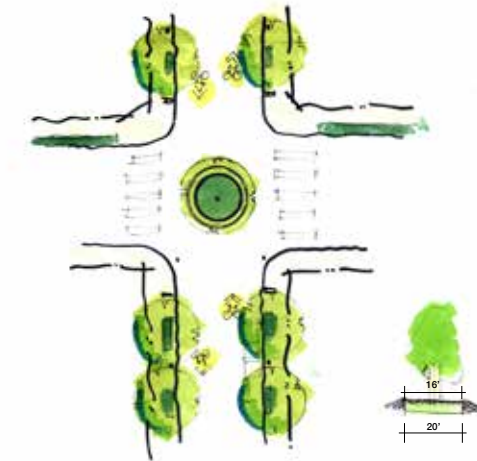
## Recommendation

Implement a neighborhood greenway with multiple traffic circles and traffic calming features along the route.



## OPTION 6A: TRAFFIC CIRCLE TREATMENTS – POPLAR AVENUE / IMPERIAL HIGHWAY / LAUREL AVENUE / ELM STREET

- ♦ Pros:
  - Reduces vehicular speeding in residential neighborhoods
  - Discourages vehicular cut-through traffic
  - Increases safety for all modes
- ♦ Trade-offs:
  - Proper construction and education of greenway amenities
- ♦ Total Cost Estimate: \$1,217,965



## FUNDING:

- ♦ OCTA Bicycle Corridor Improvement Program funding



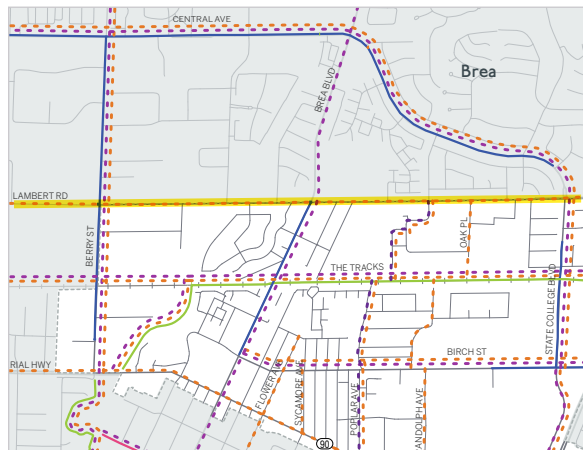
# Lambert Road

## Description

Lambert Road runs east to west along the northern border of the Plan Area and is classified as a major arterial. Brea Junior High School is located at the intersection of Lambert Road and Brea Boulevard.

## Additional Considerations and Opportunities for Lambert Road

Many existing sidewalks in the Brea Core Plan Area are not conducive to pedestrian utilization, particularly Lambert Road. Utilities and other obstructions along the sidewalk contribute to a degraded pedestrian environment. Providing opportunities for clear, unobstructed pathways will contribute to greater utilization by pedestrians.

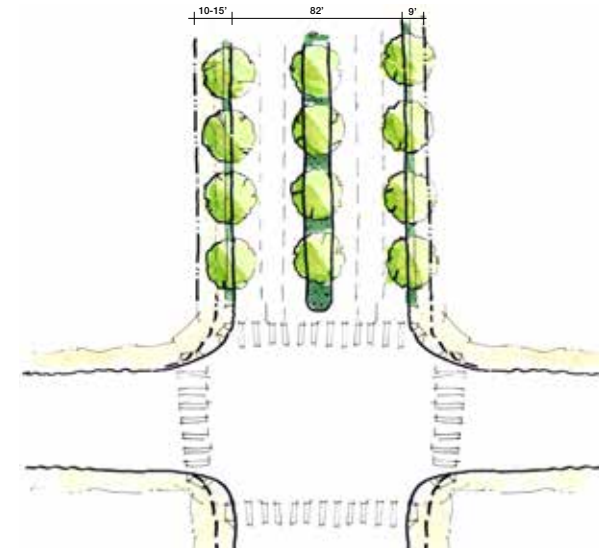


## Recommendation

Because the corridor is classified as a major arterial as part of the OCTA MPAH, feasible physical infrastructure improvements are limited. The City may consider widening the sidewalk along this corridor and/or enhancing the pedestrian crossings at the intersection of Lambert Road and Brea Boulevard near Brea Junior High School for student safety.

## OPTION 7A: SIDEWALK WIDENING AND ENHANCED CROSSING – BREA BOULEVARD TO STATE COLLEGE BOULEVARD

- ◆ Pros:
  - Maintains travel lanes
  - Narrows lanes to improve safety and reduce speeding
  - Design allows for wider sidewalk
- ◆ Trade-offs:
  - Requires coordination with OCTA and may increase implementation time
- ◆ Total Cost Estimate: \$377,357



## FUNDING:

- ◆ Fees collected from developers as properties turn over

# Randolph Avenue

## Description

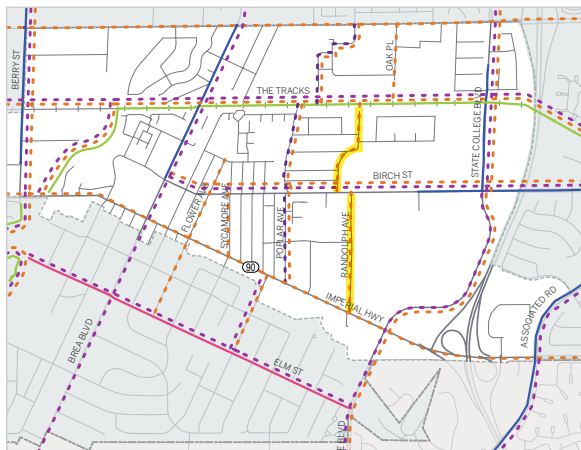
Randolph Avenue runs north to south from The Tracks to Imperial Highway. It runs along the western side of the Brea Mall and experiences lower volumes of vehicles than the two arterials it connects. (Imperial Highway and Birch Street).

## Additional Considerations and Opportunities for Randolph Avenue

The city may consider opportunities to improve connectivity for pedestrians to Brea Mall, the Community Center, and Birch Street by installing a mid-block crossing along this segment.

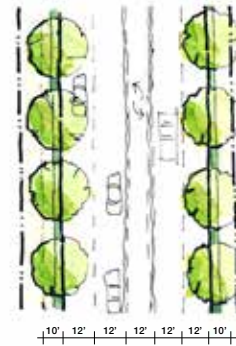
## Recommendation

Improve pedestrian infrastructure along the roadway by implementing pedestrian corridor improvements and a mid-block crossing between Birch Street and Madison Way.



## OPTION 8A: PEDESTRIAN CORRIDOR IMPROVEMENTS AND MID-BLOCK CROSSING – IMPERIAL HIGHWAY TO THE TRACKS

- ◆ Pros:
  - Provides a safe crossing near the mall for pedestrians
  - Reduces vehicular speed
- ◆ Trade-offs:
  - Potential for vehicular delays
- ◆ Total Cost Estimate: \$1,611,449



## FUNDING:

- ◆ OCTA Bicycle Corridor Improvement Program funding

# Associated Road

## Description

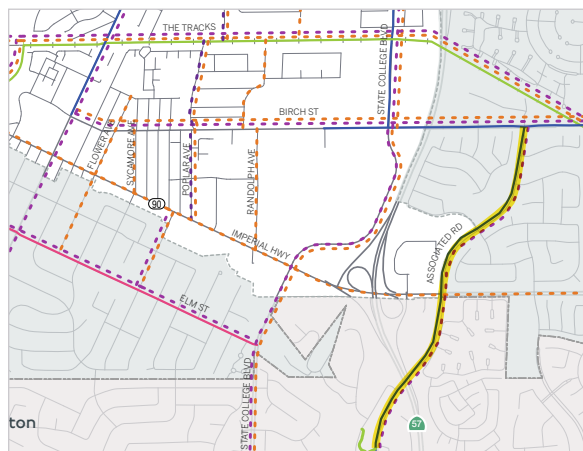
Associated Road runs north to south in the Plan Area from Greenbriar Lane to Imperial Highway, east of State Route 57. It is a 4-lane roadway with a landscaped median and striped bike lanes.

## Additional Considerations and Opportunities for Associated Road

Associated Road provides access to popular commercial areas along Imperial Highway. Enhancing the existing bikeway would improve safety and connectivity in the eastern area of the Brea Core Plan Area.

## Recommendation

Enhance the existing bike lanes by slightly narrowing travel lanes and adding a buffer between cars and bicyclists.



## OPTION 9A: BUFFERED BIKE LANES – BIRCH STREET TO IMPERIAL HIGHWAY

- ♦ Pros:
  - Improves comfort and safety for existing bike lanes
  - Provides a buffer
  - Reduces vehicular speed
- ♦ Trade-offs:
  - Requires narrowing of outside travel lanes to add buffer
- ♦ Total Cost Estimate: \$213,656



## FUNDING:

- ♦ City of Brea Capital Improvement Program funding

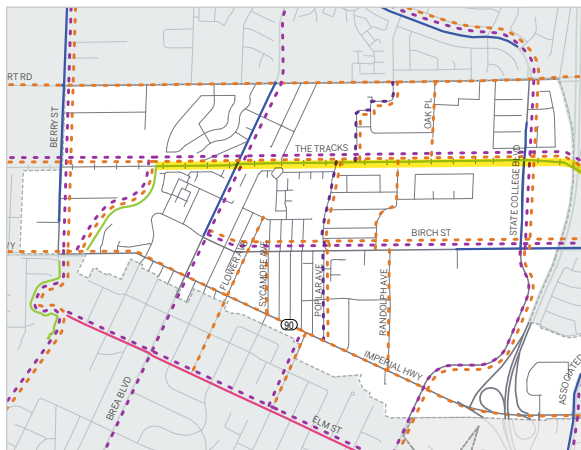
# The Tracks at Brea

## Description

The Tracks currently provide a two-way multi-use path running east to west through the Brea Core Plan Area. The Tracks span four miles with a paved bikeway and separate pedestrian pathway on previous railroad facilities. They provide separated facilities for bicyclists and pedestrians to travel through the central part of the City.

## Additional Considerations and Opportunities for The Tracks at Brea

- ♦ Access issues going north-south in the Brea Core Plan Area largely results from a discontinuous street grid, with limited connections to The Tracks. Since The Tracks is the City's dedicated bikeway and pedestrian path, it is important to expand and improve connections to The Tracks.
- ♦ **Explore opportunities to improve access to The Tracks from the northern side of the trail**, including potentially connecting from



Cypress Street, Thor Place, and Oak Place. While there may be easements that need to be dedicated in order to make these connections possible, this will greatly improve north-south connectivity in the plan area.

- ♦ **Continue expansion of The Tracks**, including the westward expansion of The Tracks to Berry Road and beyond to connect with the City of La Habra. Consider collaborating with the City of Yorba Linda for eastward expansion of the Tracks to further enhance regional connectivity and access to Brea's Core.
- ♦ **Currently the Brea Canyon Channel and the "Tracks at Brea" trail route easement serve as two physical barriers** that separate existing residential, commercial, and industrial areas within the Specific Plan Area. These are crossable at a limited number of locations. At those crossings, pedestrians come in close proximity to speeding cars and the conditions are uninviting or perceived as unsafe for people who are walking or biking.
- ♦ **Add coordinated wayfinding signage and pedestrian safety improvements along key corridors with connections to The Tracks** to further support mobility and awareness of the multi-use path.

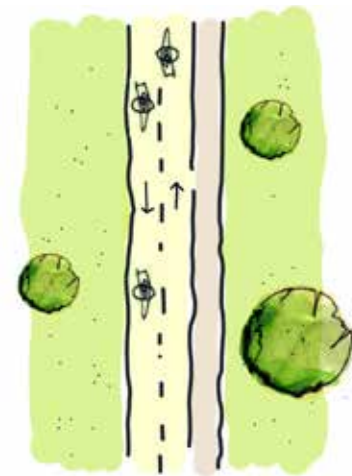
## Recommendation

Extend The Tracks to the west to Palm Street to align with the planned extension into La Habra.

## OPTION 10A: TRAIL EXTENSION

- ♦ Pros:
  - Provides a separated multi-use path for bicyclists and pedestrians
  - Improves safety for all travel modes
- ♦ Trade-offs:
  - Requires coordinated reconstruction of existing tracks

Total Cost Estimate: \$2,521,015



## FUNDING:

- ♦ Recreational Trails Program administered from California State Parks
- ♦ Caltrans Active Transportation Program funding
- ♦ Urban Greening Grant Funding administered through the California Natural Resources Agency (assuming there is a substantial landscape component or removal of pavement associated with the project)



# Opportunities to Consider

Below is a list of opportunities that span the entire Brea Core Plan Area and are not limited to the corridors this chapter focuses on. The items are a mix of infrastructure improvements and policies for the City to consider as it expands its pedestrian and bicycle network.

## Transit Services

- ♦ There may be an opportunity to collaborate with OCTA to offer more routes and bus stops closer to areas with a lack of transportation services in the Brea Core Plan Area. For example, the Mercury Lane Industrial and Lambert Road Industrial areas in the Brea Core Plan Area lack access to public transportation. There is currently no bus service that operates along Imperial Highway, Berry Street, and Lambert Road adjacent to the key activity centers mentioned above. These two areas are key job centers in Brea and employ people across the region. Coordinating with OCTA may help potentially improve transit service and further support walking and bicycling in the Brea Core Plan Area, reducing automobile congestion and maximizing the movement of people with existing transportation infrastructure.

## Bicycle and Pedestrian Improvements

- ♦ Bicycle and pedestrian focused improvements would make the Brea Core Area accessible and enticing for new development. Development projects and major employers can consider providing car share, bike share, micro transit, and pedestrian oriented fa-

cilities. The City should consider facilitating discussions with developers to implement options - such efforts may assist with getting around key destinations in the Brea Core Plan Area.

- ♦ Implementing existing plans will improve access and close existing gaps to “complete” the area’s bicycle network, including the installation of bicycle lanes along Lambert Avenue and remaining arterial roadways without bicycle lanes along State College Boulevard and Birch Street.
- ♦ The City may consider conducting bicycle and pedestrian counts to better understand where improvements are needed and additional opportunities exist.
- ♦ The city may consider opportunities to increase pedestrian activity through improved crosswalks at signalized intersections, a coordinated wayfinding network focused on guiding pedestrians, and widened sidewalks free of obstructions. Also, the City should consider installing mid-block crossings along roadways where there are long distances between signalized intersections.
- ♦ Pedestrian access to and between commercial centers is difficult, as most of the streets are designed with multiple vehicular travel lanes and limited on-street parking. Narrow sidewalks, utility poles, and auto-oriented signage all add to the difficulty of navigating the built environment as a pedestrian. Where possible, design solutions that incorporate widening sidewalks and creating clear pathways of travel between commercial centers will improve access and safety, encouraging pedestrian travel between commercial centers in the Brea Core Plan Area.

## Trail Enhancements

- ♦ Consider expansion of north-south trail access along the Brea Creek Channel to connect the City’s northern neighborhoods through the Core Plan Area to Fullerton.



*Carshare company stationed in reserved parking area*



*Multi-use path with pedestrian scaled lighting*



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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:** 01/21/2020  
**SUBJECT:** December 17, 2019 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 December 17, 2019

#### CLOSED SESSION 6:00 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 6:01 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. |
|---|

2. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(1) – Existing Litigation.** Name of Case: Clark v. City of Brea et al. (Case No. 30-2019-01109202-CU-WM-CJC).

Mayor Marick adjourned the Closed Session at 6:18 p.m.

#### STUDY SESSION 6:15 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 6:23 p.m., all members were present.

3. **Public Comment**  
None.
4. **Clarify Regular Meeting Topics**  
Councilmember Hupp requested clarification on Item 19, Consolidated Fire Command Agreement, and expressed concerns with potentially subsidizing the City of Fullerton's operation.

City Manager Gallardo indicated he attended a meeting with the Brea Fire Association where the item was discussed and noted ongoing efforts in communications and interest in collaboration about the agreement. He also spoke about discussing this agreement with the City of Fullerton and revisiting in six (6) months to ensure accounting for equal time among the command staff.

Discussion ensued related to previous discussions and analysis regarding position allocation and share among higher positions.

Council directed staff to initiate a review of the Consolidated Fire Command Agreement position allocation in six (6) months.

## **DISCUSSION ITEMS**

### **5. Appointments to Traffic Committee, Investment Advisory Committee, and Art in Public Places Committee**

Councilmember Parker indicated that the one (1) applicant for the Investment Advisory Committee withdrew her application due to a conflict of interest with her employer. As such, the vacancy will need to be re-advertised.

Discussion ensued related to the history of the number of appointments to the Investment Advisory Committee, and the potential for reduction of positions, should there be no future interest in the vacant position.

The Council appointed Darlene Chandler and Richard Dooley to the Traffic Committee each for a two (2) year term; and Kris St. Clair to the Art in Public Places Committee for a term of two (2) years.

### **6. Brea Creek Golf Course Request for Proposals Overview**

Maintenance Services Superintendent Bowlus presented the details of the item, including background; request for proposals component; contract agreement options; previous lease; lease payments received; current management contract; term; incentives; projected/expected revenues; capital improvement funding; and youth golf. He also noted that the interim agreement ends in June 2020 and the goal is for the course to not be subsidized.

Councilmember Vargas spoke about the current expenses; indicated that he is not in favor of a long-term contract; management versus lease model; and accountability for course maintenance.

Councilmember Hupp inquired as to observed improvements since switching the course to the management program.

Maintenance Services Superintendent Bowlus indicated the maintenance has been consistent.

Mayor Pro Tem Simonoff indicated that a strong youth golf operator will increase revenues.

Councilmember Parker expressed interest in continuing to provide affordable recreational experience for the community, and spoke in favor of the management model at a five-year agreement.

David Sams, Municipal Golf Operations Advisor, spoke about the breakdown of the premium, trends in the industry, surrounding City golf course operation, and contract extension terms.

The City Council concurred to move forward with the Request for Proposals under the management model with a five (5) year contract, and with the option for one (1) five (5) year extension at the discretion of the City Council.

## **REPORT**

### **7. Council Member Report/Requests**

Mayor Marick noted that she is honored to be the new Chair of the Waste Management Commission.

**Mayor Marick adjourned the Study Session at 6:48 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.

**8. Pledge of Allegiance**

Community Development Director Crabtree led the Pledge of Allegiance.

**9. Invocation**

Leroy Sissom, Calvary Community Church, delivered the Invocation.

**10. Commendation - David Crabtree, Community Development Director, 30 Years of Service**

Mayor Marick presented outgoing Community Development Director David Crabtree with a commendation recognizing his 30 years of dedicated service to the City of Brea. Mayor Marick also presented Community Development Director Crabtree with Certificates of Recognition from the Offices of Assemblyman Phillip Chen; Senator Ling Ling Chang; Supervisor Doug Chaffee; and Representative Gil Cisneros.

Heidi Gallegos, CEO, Brea Chamber of Commerce, presented a Certificate of Recognition to Community Development Director Crabtree.

Community Development Director Crabtree thanked the City Council, Planning Commissioners, staff and the community for their support over the years; and introduced his family in attendance.

**11. Report - Prior Study Session**

City Manager Gallardo provided the prior Study Session report.

**12. Community Announcements**

Councilmember Hupp announced that the Brea Fire Department is still accepting donations for its Holiday Toy Drive. She encouraged the community to help make the holidays bright for children in need by donating new, unwrapped toys to any Brea Fire Station by Friday, December 20. She noted that the toys will benefit children in Brea and others served by local nonprofit organizations.

Councilmember Parker reminded the community to renew their annual City of Brea overnight parking permits for 2020. He explained that new permits must be displayed beginning January 1, 2020 and are now available to purchase online and in person at City Hall.

Mayor Pro Tem Simonoff noted that in observance of the upcoming Christmas and New Year's holidays, the City of Brea administrative offices will be closed beginning on Tuesday, December 24 and will reopen on Thursday, January 2, 2020. He noted that trash collection and street sweeping services will be delayed by one day from the normal schedule beginning December 26 through the rest of the week and that Christmas tree pick-up will occur December 30-January 10.

Councilmember Vargas announced the Brea Fitness Center's membership special with rates are as low as \$15.25 a month through January 31 and encouraged the community to call 714-990-7101 or visit [www.breafitness.com](http://www.breafitness.com) for more information.

**13. Matters from the Audience**

Tony Fanticola spoke about the retail lifecycle; parking structure in Downtown Brea; and spoke in support of the hotel development in the Downtown.

Steve Craig spoke about parking structure 3; complimented the Council for their work and investment in the community; and expressed support for the hotel development in the Downtown.

Don Myers spoke in support for the hotel development in the Downtown.



Dan Kleinberg spoke in support for the hotel development in the Downtown.

Moe Orr spoke in support for the hotel development in the Downtown.

Kelly Mullarney spoke in support for the hotel development in the Downtown.

Dara Maleki spoke in support for the hotel development in the Downtown.

George Makridis spoke in support for the hotel development in the Downtown.

Jay Badillo spoke about parking, land leases and demand generators in the hotel industry.

Dwight Manley commended David Crabtree for his service to the City over the years; and spoke in support for the hotel development in the Downtown.

Eugene Smith spoke about the retirement system and fitness classes at the Community Center.

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

### **COUNCIL / AGENCY / AUTHORITY/ CORPORATION / COMMISSION REORGANIZATION**

#### **15. Presentation to Outgoing Mayor**

Mayor Pro Tem Simonoff, on behalf of the City Council, presented outgoing Mayor Marick with a Commendation recognizing her service as Mayor the past year. Mayor Pro Tem Simonoff also presented Mayor Marick with Certificates of Recognition from the Offices of Assemblyman Phillip Chen; Senator Ling Ling Chang; Supervisor Doug Chaffee; and Representative Gil Cisneros.

Heidi Gallegos, CEO, Brea Chamber of Commerce, presented a Certificate of Recognition to outgoing Mayor Marick.

Outgoing Mayor Marick spoke about the honor and pleasure it was to serve as Mayor; and thanked the Council, staff, the community, and her family for their support over the past year.

#### **16. Election of Mayor/Chair and Introductions**

Motion was made by Council Member Marick, seconded by Council Member Hupp to nominate Mayor Pro Tem Simonoff to the Office of Mayor.

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

Mayor Simonoff thanked the Council.

#### **17. Election of Mayor Pro Tem/Vice Chair, Reseating and Introductions**

Motion was made by Council Member Marick, seconded by Mayor Simonoff to nominate Councilmember Vargas to the Office of Mayor Pro Tem.

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

A substitute motion was made by Council Member Parker, seconded by Council Member Hupp to nominate Councilmember Hupp to the Office of Mayor Pro Tem.

AYES: Council Member Hupp, Council Member Parker  
NOES: Council Member Marick, Mayor Simonoff, Councilmember Vargas  
Failed

Mayor Pro Tem Vargas thanked the Council and introduced his family in attendance.

**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**

**18. December 3, 2019 City Council Regular Meeting Minutes**

The City Council approved the December 3, 2019 City Council Regular Meeting Minutes.

**19. Consolidated Fire Command Agreement**

The City Council approved the Consolidated Fire Command Agreement with the City of Fullerton, and requested Staff return to Council in six (6) months to review details of the position allocation methodology.

**20. Brea Legislative Platform Update for the Upcoming 2020 Legislative Session**

The City Council adopted the City of Brea Legislative Platform Update for the upcoming 2020 Legislative Session.

**21. Upcoming City Council Topics January - June 2020**

The City Council received and filed the Upcoming City Council Topics January - June 2020.

**22. November 22 & 29 and December 6, 2019 City Check Registers**

The City Council received and filed the November 22 & 29 and December 6, 2019 City Check Registers.

Motion was made by Council Member Parker, seconded by Mayor Pro Tem Vargas to approve City Council Consent Calendar Items 18 - 22.

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

Passed

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

**23. November 29, 2019 Successor Agency Check Register**

The City Council, as the Successor Agency, received and filed the November 29, 2019 Successor Agency Check Register.

Motion was made by Council Member Hupp, seconded by Mayor Pro Tem Vargas to approve City /Successor Agency Consent Calendar Item 23.

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

Passed

#### **ADMINISTRATIVE ANNOUNCEMENTS**

**24. City Manager**

City Manager Gallardo thanked Community Development Director Crabtree for his dedication to the City.

**25. City Attorney**

City Attorney Boga reported out from Closed Session noting that the Council unanimously authorized his office to file an answer to the complaint that has been filed.

**26. Council Requests**

None.

**COUNCIL ANNOUNCEMENTS**

Councilmember Parker thanked Community Development Director Crabtree for his service over the years.

Councilmember Marick wished the community a Happy Holidays and Happy New Year.

Mayor Pro Tem Vargas wished the community a Happy Hanukkah.

Mayor Simonoff thanked Community Development Director Crabtree for his service to the Council and the Community; and thanked the Brea business community for their sponsorship and participation with the Brea Senior Center Christmas Party. He also wished the community Happy Holidays.

**ADJOURNMENT**

Mayor Simonoff adjourned the General Session at 8:20 p.m.

Respectfully submitted,

The foregoing minutes are hereby  
approved this 21st day of January, 2020.

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Lillian Harris-Neal, City Clerk

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Marty Simonoff, Mayor

## City of Brea

**COUNCIL COMMUNICATION****TO:** Honorable Mayor and City Council Members**FROM:** Bill Gallardo, City Manager**DATE:** 01/21/2020**SUBJECT:** Opposition to the modified Regional Housing Needs Assessment (RHNA) allocation methodology approved by the Southern California Association of Governments (SCAG) Regional Council and request to the California Department of Housing and Community Development (HCD) to intervene**RECOMMENDATION**

Consideration of a Resolution opposing the Regional Housing Needs Assessment (RHNA) allocation methodology approved by the Southern California Association of Governments (SCAG) Regional Council and request to the California Department of Housing and Community Development (HCD) to intervene.

**BACKGROUND/DISCUSSION**

California State housing law requires that each city and county plan for existing and future housing needs by mandating sufficient sites and zoning identified in the Housing Element of its General Plan to accommodate its RHNA allocation. The upcoming 6th Cycle RHNA will cover the planning period from October 2021 through October 2029. SCAG is the regional agency responsible for the development of the RHNA allocation methodology for the six counties in Southern California (Orange, Los Angeles, Imperial, Riverside, San Bernardino, and Ventura). HCD is the State agency responsible for the final determination of the total regional allocation of dwelling units and the methodology for distributing the allocation among local jurisdictions. Allocations are segmented by income levels based on the Area Median Income (AMI) and include very-low, low, moderate, and above moderate categories. The current 5th Cycle (2013-2021) RHNA allocation for Brea is identified in Table 1 below.

**Table 1: 5th Cycle RHNA**

| <b>Income Level</b>                   | <b>Dwelling Units</b>       |
|---------------------------------------|-----------------------------|
| Extremely Low Income (0-30% of AMI):  | 213                         |
| Very-Low Income (31-50% of AMI):      | 213                         |
| Low Income (51-80% of AMI):           | 305                         |
| Moderate Income (81-120% of AMI):     | 335                         |
| Above Moderate Income (>120% of AMI): | 785                         |
| <b>Total:</b>                         | <b>1,851 Dwelling Units</b> |

RHNA outcomes are foundational to jurisdictional housing goals and policies and must be included within the Housing Element of a city's General Plan prior to certification by HCD. HCD also requires each city and county to prepare and submit an annual report documenting its progress towards achieving its RHNA numbers during the planning cycle.

In August 2019, following a local public input process, the SCAG Regional Council approved the public release of three draft 6th cycle RHNA allocation methodology options under consideration. Public hearings were held to allow SCAG staff to present the three options and receive public comments, revisions, and alterations. SCAG received 248 comment letters on the three options. Comments submitted by local jurisdictions composed 48% of the total received.

Based on public input, SCAG staff developed a single RHNA allocation methodology which was publicly introduced at a workshop conducted on September 23, 2019. Table 2 below includes a breakdown, by income level, of the City of Brea RHNA allocation in accordance with the SCAG staff recommended methodology.

**Table 2: Initial SCAG Staff Recommendation - Brea RHNA Allocation**

| <b>Income Level</b>   | <b>Dwelling Units</b>       |
|---|-----------------------------|
| Very-Low Income (<50% of AMI):  | 334                         |
| Low Income (50-80% of AMI):   | 195                         |
| Moderate Income (80-120% of AMI):   | 200                         |
| Above Moderate Income (>120% of AMI)  | 444                         |
| <b>Total:</b>   | <b>1,172 Dwelling Units</b> |
| <i>AMI varies by household size. The current Orange County AMI for a four-person household is \$97,900.</i> |                             |

On October 7, 2019, the SCAG RHNA Subcommittee, including the Orange County representative, voted to send the staff recommended RHNA methodology to the SCAG Community, Economic, and Human Development (CEHD) Committee. On October 21, 2019, the CEHD Committee voted unanimously to recommend that the SCAG Regional Council submit the methodology to HCD.

On November 7, 2019, following the lengthy vetting process by various committees, and SCAG staff, the RHNA allocation methodology recommended by SCAG staff came before the SCAG Regional Council. However, before a vote could be taken on the SCAG staff recommended methodology, a substitute motion for approval of a modified methodology was introduced by the City of Riverside representative. This modified methodology proposed to shift a significant portion of the 6th cycle RHNA regional allocation away from developing areas such as Riverside and San Bernardino County and toward coastal areas including predominately Orange County jurisdictions. Despite a lack of detail regarding the associated impacts, supporting documentation as to the merit of the proposed changes, and any opportunity for stakeholder input, the modified methodology was approved by the SCAG Regional Council for submittal to HCD by a vote of 43-19. All Orange County SCAG representatives voted in opposition to the modified methodology.

Table 3 below provides a breakdown by income level of the City of Brea RHNA allocation in accordance with the substitute motion methodology approved by the SCAG Regional Council.



This allocation data was not made available to Cities until after the SCAG Regional Council vote was conducted.

**Table 3: Final SCAG Regional Council Action - Brea RHNA Allocation**

| Income Level  | Dwelling Units              |
|---|-----------------------------|
| Very-Low Income (<50% of AMI):  | 650                         |
| Low Income (50-80% of AMI):   | 383                         |
| Moderate Income (80-120% of AMI):   | 392                         |
| Above Moderate Income (>120% of AMI)  | 877                         |
| Total:  | <b>2,302 Dwelling Units</b> |
| <i>AMI varies by household size. The current Orange County AMI for a four-person household is \$97,900.</i> |                             |

The modified RHNA allocation methodology ultimately approved by the SCAG Regional Council increases the City's housing target for the upcoming RHNA 6th cycle to 2,302 total units. This is an increase of approximately 96% over the SCAG staff recommended methodology and a 24% increase over the City's current RHNA 5th cycle allocation. Cities did not receive sufficient or adequate advance notice that SCAG would entertain a substantially modified, unsupported methodology. The modified methodology fails to account for local input and growth forecast data and, due to the late introduction by substitute motion, was unable to be fully analyzed for potential impacts by SCAG staff before a vote of the Regional Council.

Throughout the RHNA process, City staff has and continues to monitor and participate in RHNA related meetings and hearings. Staff is also involved with the Orange County Council of Governments Technical Advisory Committee (OCCOG TAC), to ensure that the raw data submitted to SCAG for use in developing a draft methodology is accurate and consistent with local jurisdictional input. Written comments have also been provided directly to SCAG highlighting City concerns and recommendations regarding the development of the RHNA allocation methodology.

The attached Resolution has been prepared for City Council consideration, opposing the modified RHNA allocation methodology and requesting intervention by HCD to direct SCAG to reconsider its action given the related lack of specificity, lack of supporting documentation, lack of vetting by SCAG staff, and near-total absence of stakeholder engagement in the amended RHNA allocation methodology.

HCD comments on the methodology approved by the SCAG Regional Council are due to SCAG in January 2020 for consideration. SCAG is to provide resulting draft jurisdictional allocations in early spring 2020, with the jurisdictional appeal period to follow. The final RHNA allocations, including any alterations made as a result of the appeal, are tentatively scheduled for adoption in October 2020. The deadline for certification of jurisdictional housing elements, which are required to be consistent with RHNA, is October 2021 (one year from the adoption of the final RHNA allocations).

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

None.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Jennifer Lilley, City Planner

Concurrence: Chris Emeterio, Acting Community Development Director

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**Attachments**

Resolution

Cover Letter

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## **RESOLUTION NO. 2020-005**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA, CALIFORNIA, OPPOSING THE MODIFIED REGIONAL HOUSING NEEDS ASSESSMENT ALLOCATION METHODOLOGY APPROVED BY THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REGIONAL COUNCIL AND REQUESTING CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT INTERVENTION**

**WHEREAS**, California State housing law requires that each city and county plan for existing and future housing needs in accordance with the outcome of the Regional Housing Needs Assessment (RHNA) process; and

**WHEREAS**, the Southern California Association of Governments (SCAG) is responsible for developing a uniform methodology for the distribution of the RHNA allocation among member cities and counties; and

**WHEREAS**, a transparent and collaborative approach to regional planning, involving opportunity for informed stakeholder input and thoughtful deliberation, is critical to achieving desirable and equitable outcomes; and

**WHEREAS**, the SCAG process to develop the allocation methodology for the 6th cycle RHNA, covering the planning period from October 2021 through October 2029, included opportunity for stakeholder engagement throughout, including detailed discussion of three draft allocation methodology options during a series of public meetings and hearings intended to ensure robust participation by the public and affected agencies; and

**WHEREAS**, based in part on stakeholder input, SCAG staff developed a single recommended RHNA allocation methodology which was introduced in September 2019 at a public workshop, subsequently reviewed by the SCAG RHNA Subcommittee (including the Orange County representative) and SCAG Community, Economic, and

**RESO NO. 2020-005**  
January 21, 2020

Human Development (CEHD) Committee, and ultimately recommended for SCAG Regional Council consideration and submittal to the California Department of Housing and Community Development (HCD); and

**WHEREAS**, at the November 7, 2019 meeting of the SCAG Regional Council to consider the recommended RHNA allocation methodology, a substitute motion was made by City of Riverside representative introducing a modified RHNA methodology, which effectively would shift a significant portion of the 6th cycle RHNA regional allocation away from Riverside and San Bernardino County and toward coastal areas including predominately Orange County jurisdictions; and

**WHEREAS**, the modified RHNA allocation methodology was approved for submittal to HCD by the SCAG Regional Council on a contested vote of 43-19 (opposed by all Orange County SCAG representatives), despite a lack of detail regarding the associated impacts of the proposed methodology changes, supporting documentation as to the merit of the proposed changes, and any opportunity for informed stakeholder input; and

**WHEREAS**, cities did not receive sufficient or adequate advance notice that SCAG would entertain a substantially modified, unsupported methodology; and

**WHEREAS**, the modified methodology fails to adequately account for local input and growth forecast data and, due to the late introduction by substitute motion, was unable to be fully analyzed for potential impacts by SCAG staff before a vote of the Regional Council; and

**WHEREAS**, the modified methodology would increase the City's affordable housing target by approximately 24% as compared to the current RHNA 5th cycle and

96% over that anticipated under the methodology thoroughly analyzed and recommended by SCAG staff; and

**WHEREAS**, the ramifications of this sudden and unvetted methodology shift are further compounded by recently passed State housing laws with which local jurisdictions are obligated to comply. Examples include, but are not limited to, SB 35 streamlining requirements and AB 101 penalties for cities which are out of compliance with housing element laws; and

**WHEREAS**, the modified RHNA allocation methodology approved by the SCAG Regional Council effectively sets up many Orange County jurisdictions to fail to achieve compliance with State housing laws.

**RESOLUTION:**

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

1. In all respects as set forth in the Recitals of the Resolution.
2. The City Council is a strong advocate of local control as the best means to protect the City of Brea, its residents and business owners, and promote the goals and priorities of the community. The modified RHNA allocation methodology, as well as the manner in which it was approved by the SCAG Regional Council, undermine the integrity of what is mandated to be a collaborative RHNA process, negating months of local participation conducted in good faith.
3. The City Council therefore publicly states its opposition to the modified RHNA allocation methodology approved by the SCAG Regional Council and requests



intervention on the part of HCD to direct SCAG to reconsider its action given the related lack of specificity, lack of supporting documentation, lack of vetting by SCAG staff, and near total absence of stakeholder engagement.

**APPROVED AND ADOPTED** this 21<sup>st</sup> day of January, 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

I Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 21<sup>st</sup> day of January, 2020, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

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

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

**RESO NO. 2020-005**  
January 21, 2020

January 22, 2020

Douglas R. McCauley, Acting Director  
Department of Housing and Community Development State of California  
2020 West El Camino Avenue Sacramento, CA 95833

Re: Opposition to the Modified Methodology for the Regional Housing Needs Assessment  
Allocation Approved by the Southern California Association of Governments and  
Request for California Department of Housing and Community Development  
Rejection of the Modified Methodology

Dear Mr. McCauley:

On behalf of the City of Brea, I am writing to express our City's opposition to the action taken by the Regional Council of the Southern California Association of Governments (SCAG) on November 7, 2019, to approve an alternate Regional Housing Needs Assessment (RHNA) allocation methodology (the "modified RHNA allocation methodology"). The City requests that the California Department of Housing and Community Development (HCD) direct SCAG to reject the modified RHNA allocation methodology and adopt the SCAG staff recommended RHNA allocation methodology.

As you know, SCAG is responsible for adopting a RHNA allocation methodology for the six southern California counties, including Orange County, for the upcoming 6<sup>th</sup> cycle of the housing element update (2021 to 2029). Pursuant to this obligation, SCAG staff recommended an allocation methodology formulated following a comprehensive local public input process. On October 7, 2019, the SCAG RHNA Subcommittee voted to send the SCAG staff recommended RHNA allocation methodology to the SCAG Community, Economic, and Human Development (CEHD) Committee, and on October 21, 2019, the CEHD Committee voted unanimously to recommend that the SCAG Regional Council submit the staff recommended RHNA allocation methodology to HCD. The SCAG Regional Council, however, approved a modified RHNA allocation methodology at its November 7, 2019 meeting, upon a substitute motion, despite the lack of detail regarding compliance with statutory objectives, associated impacts, supporting documentation as to the merit of the proposed changes, and any opportunity for meaningful and informed stakeholder input. The modified RHNA allocation methodology shifts housing requirements overwhelmingly to Orange County cities.

Accordingly, on Tuesday, January 21, 2020, the Brea City Council adopted the enclosed Resolution for your review. The Resolution opposes the modified RHNA allocation methodology and requests intervention by HCD to direct SCAG to reconsider its action due to

the related lack of specificity regarding statutory compliance, unevaluated impacts, lack of supporting documentation, lack of vetting by SCAG staff, and near total absence of stakeholder engagement.

The City requests that HCD determine that the modified RHNA allocation methodology submitted by SCAG does not fairly and equitably accomplish the objectives listed in Government Code Section 65584(d). The City also asks HCD to take all possible steps, including providing comments to SCAG on the methodology selected, recommending the adoption of the staff recommended RHNA allocation methodology, and ensuring that the final RHNA allocation methodology is formulated with informed local stakeholder input and reflects a more reasonable, realistically attainable allocation.

Thank you for your consideration. If you have any questions, please contact Bill Gallardo, City Manager at (714) 990-7711.

Sincerely,

Marty Simonoff, Mayor

cc: City of Brea City Council  
Bill Gallardo, City Manager  
Chris Emeterio, Acting Community Development Director

Enclosure: Brea City Council Resolution

City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Adopt Resolutions Authorizing the Director of Public Works to Prepare and File Reports Relating to Annual Maintenance Assessment in Landscape and Lighting Maintenance Districts 1 Through 7.

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**RECOMMENDATION**

Adopt Resolutions

**BACKGROUND/DISCUSSION**

The Landscape and Lighting Act of 1972 requires that a report be created each year detailing the proposed improvement, maintenance costs and assessments for each Maintenance District. The Act further requires that the administrative body adopt resolutions ordering creation of the reports.

The Annual Maintenance Assessment Report for each Maintenance District is scheduled to be presented to City Council for consideration at the April 21, 2020 meeting at which time a Public Hearing date will be recommended prior to approval of the assessment for each District. Attached for your consideration are copies of the resolutions authorizing the Director of Public Works to prepare the reports.

**FISCAL IMPACT/SUMMARY**

There will be no impact to the General Fund as this activity is funded by Maintenance District assessments.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Bill Bowlus, Public Works Superintendent

Concurrence: Tony Olmos, Director of Public Works

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**Attachments**

Reso LLMD 1

Reso LLMD 2

Reso LLMD 3

Reso LLMD 4

Reso LLMD 5  
Reso LLMD 6  
Reso LLMD 7

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## **RESOLUTION NO. 2020-006**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 1 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Landscaping and Lighting Assessment District No. 1.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Landscaping and Lighting Assessment District No. 1.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

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

**RESO NO. 2020-006**  
January 21, 2020

2. The Director of Public Works is ordered and directed to prepare an annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Landscaping and Lighting Assessment District No. 1 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-006**  
January 21, 2020

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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

|            |                  |
|------------|------------------|
| AYES:      | COUNCIL MEMBERS: |
| NOES:      | COUNCIL MEMBERS: |
| ABSENT:    | COUNCIL MEMBERS: |
| ABSTAINED: | COUNCIL MEMBERS: |

Dated:\_\_\_\_\_

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

**RESO NO. 2020-006**  
January 21, 2020

## **RESOLUTION NO. 2020-007**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LIGHTING ASSESSMENT DISTRICT NO. 2 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Lighting Assessment District No. 2.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Lighting Assessment District No. 2.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

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

**RESO NO. 2020-007**  
January 21, 2020

2. The Director of Public Works is ordered and directed to prepare an annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Lighting Assessment District No. 2 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, 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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated:\_\_\_\_\_

\_\_\_\_\_

**RESO NO. 2020-007**  
January 21, 2020



Lillian Harris-Neal, City Clerk

**RESO NO. 2020-007**  
January 21, 2020

## **RESOLUTION NO. 2020-008**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 3 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Landscaping and Lighting Assessment District No. 3.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Landscaping and Lighting Assessment District No. 3.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

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

**RESO NO. 2020-008**  
January 21, 2020

2. The Director of Public Works is ordered and directed to prepare an annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Landscaping and Lighting Assessment District No. 3 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-008**  
January 21, 2020

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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated:\_\_\_\_\_

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

**RESO NO. 2020-008**  
January 21, 2020

## **RESOLUTION NO. 2020-009**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LIGHTING ASSESSMENT DISTRICT NO. 4 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Lighting Assessment District No. 4.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Lighting Assessment District No. 4.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

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

**RESO NO. 2020-009**  
January 21, 2020



2. The Director of Public Works is ordered and directed to prepare an annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Lighting Assessment District No. 4 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, 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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-009**  
January 21, 2020

## **RESOLUTION NO. 2020-010**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 5 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Landscaping and Lighting Assessment District No. 5.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Landscaping and Lighting Assessment District No. 5.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

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

**RESO NO. 2020-010**  
January 21, 2020

2. The Director of Public Works is ordered and directed to prepare an annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Landscaping and Lighting Assessment District No. 5 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, 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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-010**  
January 21, 2020

## **RESOLUTION NO. 2020-011**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 6 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Landscaping and Lighting Assessment District No. 6.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Landscaping and Lighting Assessment District No. 6.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

1. In all respects as set forth in the Recitals, Part A, of this resolution.
2. The Director of Public Works is ordered and directed to prepare an

**RESO NO. 2020-011**  
January 21, 2020

annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Landscaping and Lighting Assessment District No. 6 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, 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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: \_\_\_\_\_

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

**RESO NO. 2020-011**  
January 21, 2020

## **RESOLUTION NO. 2020-012**

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF BREA ORDERING THE DIRECTOR OF PUBLIC WORKS TO PREPARE TO FILE A REPORT RELATED TO MAINTENANCE OF PUBLIC IMPROVEMENTS IN CITY OF BREA LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 7 AND ANY ASSESSMENTS THEREON FOR FISCAL YEAR 2020-2021**

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

(i) This Council heretofore adopted a resolution forming City of Brea Landscaping and Lighting Assessment District No. 7.

(ii) California Streets and Highway Code Section 22622 provides that this Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in such a district and ordering the Director of Public Works to prepare and file a report related to annual maintenance and assessments in such a district.

(iii) No new improvements or substantial changes in existing improvements are proposed for said Landscaping and Lighting Assessment District No. 7.

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

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

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED** by the City Council of the City of Brea as follows:

1. In all respects as set forth in the Recitals, Part A, of this resolution.
2. The Director of Public Works is ordered and directed to prepare an

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annual report as specified in California Streets and Highways Code Section 22622 with respect to City of Brea Landscaping and Lighting Assessment District No. 7 for fiscal year 2020-2021.

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

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, 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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated:\_\_\_\_\_

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

**RESO NO. 2020-012**  
January 21, 2020

## City of Brea

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### **COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Agreement with Linscott Law & Greenspan for City Traffic Engineering Services

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### **RECOMMENDATION**

1. Approve Professional Services Agreement with Linscott, Law & Greenspan Engineers in the amount not-to-exceed \$150,000 per year for a period of three (3) years with three (3) optional one (1) year extensions and include a one time not-to-exceed fee of \$23,500 to prepare the Cliffwood Neighborhood Traffic Calming Study; and
2. Authorize City Manager to approve and execute extension(s).

### **BACKGROUND/DISCUSSION**

The City's contract City Traffic Engineer is responsible for reviewing and evaluating traffic requests; designing and implementing traffic safety enhancements and transportation improvements; coordinating multi-jurisdictional traffic signal synchronization projects; monitoring and overseeing the operations of the Traffic Management Center and reviewing Traffic Impact Reports for private development. The City Traffic Engineer works closely with the Community Development, Police and Public Works Departments, prepares staff reports and makes presentations to the Traffic Committee.

On June 4, 2019, the City Council approved a Professional Services Agreement with Albert Grover and Associates (AGA) for City Traffic Engineering Services for an amount not to exceed \$150,000 per year for a period of three (3) years with three (3) optional one (1) year extensions.

The City's selection of AGA to provide City Traffic Engineering services was substantially based on AGA's offer to provide Mr. David Roseman, Principal Transportation Engineer, as the contract Traffic Engineer for the City. Mr. Roseman is a registered Traffic Engineer with over thirty years of experience and he currently provides similar services to the City of Cypress. Prior to working for AGA, Mr. Roseman was the top transportation official and City Traffic Engineer for the City of Long Beach for thirteen years overseeing all aspects of transportation, traffic and parking. In that role he regularly attended City Council, Planning Commission, neighborhood and other agency meetings.

Prior to his tenure at Long Beach, Mr. Roseman worked for the City of Los Angeles Department of Transportation (LADOT) for fourteen years where he directed and supervised a staff of engineers and planners in conducting traffic operations and the development and implementation of major transportation improvement projects.

Mr. Roseman has been working at City Hall on a part-time basis over the past six months

averaging about twelve hours per week. Mr. Roseman has become familiar with the City and its processes and has made significant contributions in reviewing development proposals, assisting in capital projects, conducting safety reviews, and making operational changes to the City's traffic signal system. Mr. Roseman has also made presentations to the Traffic Committee, represented the City at inter-agency meetings, and worked with businesses and the public on traffic safety issues.

On October 15, 2019, the City Council approved Amendment No. 1 with AGA for the Cliffwood Comprehensive Neighborhood Traffic Calming Study. This amendment added an additional \$23,500 to the AGA contract to conduct meetings with the Cliffwood working group; perform traffic investigations; and develop a comprehensive plan of traffic calming recommendations for implementation. For reference, see the attached proposal from AGA dated September 18, 2019. Mr. Roseman has begun work on this study effort, and has met with the working group twice and is expected to have a draft list of recommendations to present to the resident working group in February 2020.

Shortly after approval of Amendment No. 1, AGA's founder, CEO, and President, Albert Grover, suddenly passed away. Mr. Grover's passing has led to a change in company ownership and management structure. As a result of these changes, Mr. Roseman chose to end his employment with AGA at the end of November 2019. Mr. Roseman has since accepted an Associate Principal position with Linscott, Law & Greenspan Engineers (LLG) in their Pasadena office on December 1, 2019. LLG is a transportation engineering consulting firm that provides similar services to those provided by AGA, however, they are an employee owned firm that is significantly larger than AGA with four offices serving the Southern California region. LLG also has a long history with the City of Brea having successfully performed numerous traffic studies for the City.

With Mr. Roseman transitioning to LLG, staff believes that the best option for the City would be to retain Mr. Roseman under a new contract with LLG rather than seek out a replacement traffic engineer from AGA. Mr. Roseman has proven very effective and resourceful during his time with the City and he has been well received by Traffic Committee members, staff, and the public. Staff also believes that it's best to have Mr. Roseman complete the Cliffwood Comprehensive Neighborhood Traffic Calming Study under LLG since it would be difficult to transition a new traffic engineer at this stage of the study.

Mr. Roseman's billing rate at AGA was \$225 per hour. Staff has successfully negotiated with LLG to lower his billing rate to \$220 per hour. The PSA with LLG includes both the scope for annual City Traffic Engineer Services and the Cliffwood Compressive Neighborhood Traffic Calming Study. Upon approval of this item, staff will begin the contractual termination process with AGA as necessary.

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

The Finance Committee reviewed staff's recommendation at their January 14, 2020 meeting and recommended to proceed.

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

Staff proposes to have Mr. Roseman available 12 hours per week at a rate of \$220 per hour for a not-to-exceed annual cost of \$150,000. This annual cost is for day-to-day traffic engineering services. Traffic engineering services related to private development would be paid through the Cost Center funded by private developers.

Mr. Roseman formally left AGA in late November 2019; a temporary purchase order was created to bridge this transition and consideration of this PSA. Since Mr. Roseman began work on the Cliffwood Comprehensive Neighborhood Traffic Calming Study after leaving AGA, no funds are due to AGA for the traffic study.

Funds for the scope of this PSA have been previously approved by the City Council and no additional funds are requested at this time. There is no impact to the General Fund.

**RESPECTFULLY SUBMITTED:**

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

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**Attachments**

Agreement  
AGA - Cliffwood Scope of Work

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## PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into this \_\_\_\_\_ day of January, 2020, between the City of Brea, a Municipal Corporation (hereinafter referred to as "CITY") and LG2WB Engineers, Inc, dba Linscott, Law & Greenspan, Engineers (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 Professional Engineering Design Services for Municipal Traffic Engineering Services and Neighborhood Traffic Calming Study ("Contract") 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 Contract.

(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) Contract: The preparation of Professional Engineering Design Services for Municipal Traffic Engineering Services and Neighborhood Traffic Calming Study 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 Contract.

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

(c) Completion of Contract: The date of completion of all phases of the Contract, including any and all procedures, development plans, maps, surveys, plan documents, technical reports, meetings, oral presentations and attendance by CONSULTANT at public hearings as set forth in Section 3(a) hereto.

2. CONSULTANT agrees as follows:

(a) CONSULTANT shall forthwith undertake and complete the Contract in accordance with Exhibits “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 Exhibits “A” to CITY within



the time specified in Section 3(a) hereto. 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 3(a) 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 one hundred fifty thousand dollars (\$150,000.00) annually for a term of three (3) years with a maximum of three (3) one (1) year options for the performance of the services required hereunder, plus Neighborhood Traffic Calming Study (\$23,500.00). 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 Contract 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 Contract scope as defined in Exhibit "A" that has not received prior written approval by CITY is assumed to have been performed in support of said Contract 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 (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 Contract.

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

(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 Contract 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.  
1 Civic Center Circle  
Brea, CA 92821

CONSULTANT REPRESENTATIVE

Dave Roseman  
600 S. Lake Avenue, Suite 500  
Pasadena, CA 91106

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 Contract, 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 Exhibit "A", the provisions of this document shall govern over the Exhibit "A".

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

CONSULTANT

*Clare M. Look-Jaeger*  
CLARE M. LOOK-JAEGER, P.E.

*[Signature]*  
(two signatures required if corporation)

CITY

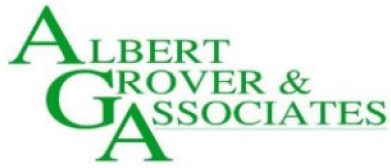
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City Manager or Mayor

ATTEST:

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City Clerk



September 18, 2019

Mr. Michael Ho, P.E.  
Deputy Director of Public Works / City Engineer  
City of Brea  
Public Works Department – Engineering Division  
1 Civic & Cultural Center  
Brea, California 92821-5732

**RE: Neighborhood Traffic Calming Study**

Dear Mr. Ho:

Albert Grover & Associates, Inc. (AGA) is pleased to present to the City of Brea this letter proposal to provide professional transportation engineering services to evaluate traffic operations and various traffic calming concepts for the neighborhoods loosely bounded by Lambert Road on the south, Brea Boulevard on the west, and the CA-57 freeway on the east. This proposal is based on our understanding of residents' concerns as expressed at the initial meeting of the Resident Working Group, subsequent discussions with staff of the Engineering Division and the Police Department, and a field visit.

We at AGA have successfully conducted many such neighborhood traffic calming studies for cities throughout Southern California. With this proposal, we commit to having this study effort led by Mr. David Roseman, Principal Transportation Engineer. Mr. Roseman is a registered Traffic Engineer in California and he has extensive experience in conducting neighborhood traffic calming efforts, having personally worked closely with various neighborhoods in both in the City of Los Angeles as a Senior Engineer, and in the City of Long Beach as the Traffic and Transportation Administrator. As the AGA Project Manager, Mr. Roseman will personally oversee the various work tasks outlined here within and he will be the primary point of contact with both the City and the Resident Working Group. He will be supported in this effort by a team of engineers and technicians out of AGA's Fullerton office. Traffic data collection gathered as a part of this study effort will either be completed by AGA technicians or National Data and Surveying Services (NDS).

**PROJECT UNDERSTANDING**

The City has been engaged in traffic calming study and implementation efforts along Cliffwood Avenue for a number of years. Those efforts, which were led by another traffic engineering consulting firm, resulted in data gathering effort and development of a number of traffic control

recommendations. Upon implementation of the recommended traffic controls as a six-month pilot program, it became clear that residents had mixed feelings about the effectiveness and appropriateness of the changes implemented. Ultimately it was decided by the City to end the pilot program early, remove the associated traffic controls, and take a fresh look at possible traffic calming measures for not only Cliffwood Avenue, but also the larger residential community north of Lambert Road and east of Brea Boulevard. In order to ensure that the City receives adequate input and feedback on potential traffic calming measures and strategies, a Resident Working Group (Group), comprised of residents from throughout the larger neighborhood area, has been assembled. The AGA project team is expected to listen to input from the Group, conduct appropriate traffic studies and analyses, develop recommendations for consideration, and assist the Group in reaching a consensus on a recommended traffic calming action plan which can be presented to the Traffic Committee and ultimately to City Council for consideration and subsequent implementation.

## **PROPOSED SCOPE OF WORK**

In order to provide the City with a comprehensive review of existing traffic operations and the development of traffic calming and safety enhancement recommendations, we at AGA have developed a five-task scope of work as outlined below:

### **TASK 1: Coordination Meetings and Project Management**

The AGA Project Manager will be the primary contact with the City and be responsible for adherence to the project schedule, as well as maintaining quality control of all project work products. The Project Manager will do everything necessary to ensure that the project is completed on time, within budget, and in a manner that fulfills the goals and objectives of the City. The Project Manager will also coordinate and lead the discussion at up to four Resident Working Group meetings. It will be the role of the Project Manager to inform, educate, recommend, and intently listen to residents at the meetings in an attempt to bring all parties to a general consensus on traffic calming strategies and measures that could be implemented to reduce cut-through and commuter traffic, reduce commercial traffic on residential streets, improve access to schools, reduce traffic speeds, enhance safety, and improve the quality of life for residents.

### **TASK 2: Review of Previous Studies and Documentation**

Although the Project Manager is familiar with the history related to the traffic calming efforts of the past, it is important that he review all the previous study efforts and data. In order to truly start a fresh, it is important to have a thorough understanding from whence we have all come. It is through this comprehensive deep dive into the data and documentation that is readily available that a new course of study and analysis can come forth. It will also be important for the Project Manager to review more recent collision records to determine if crash trends can be identified.



It is through this task that the Project Manager will determine the need for further study and data collection.

**TASK 3: Engineering Field Review**

The Project Manager will conduct field reviews of key roadway segments to observe roadway and environmental conditions, lighting, access points, traffic controls, traffic flow, motorist behavior, pedestrian and bicycle activity, and a number of other physical characteristics that could affect motorist behavior. It is likely that the he will conduct multiple field reviews to observe traffic, pedestrian, and cyclist activity at different times of the day. It is typical that the first review will take an extended period of time as various traffic controls, infrastructure elements, and physical characteristics are appropriately reviewed and documented. The following field reviews typically are less time consuming as they will primarily concentrate on driver, cyclist, and pedestrian behavior at various times of the day. He will also pay special attention to the arrival and dismissal periods for the schools in the area.

During the field review process, the Project Manager will consider various traffic safety measures and strategies that could be deployed. He will also assess their probability for success. Such field visits by experienced senior level staff are key to the development of recommendations and strategies which enhance public safety and have a high probability of success in calming traffic, addressing commercial traffic issues, and enhancing public safety. Based on the extensive discussion at the initial Group meeting regarding traffic conditions on State College Boulevard – specifically, motorists running red lights – the Project Manager will pay special attention to that arterial in order to determine. He will also conduct a safety assessment of the State College Boulevard/Cliffwood Avenue and the State College Boulevard/Balsa Avenue intersections to determine if modifications to the two traffic signals and their operation could enhance safety. As a minimum, this assessment will consider if left-turn arrows are needed and if the two signals can be operated in such a manner to control speeds.

**TASK 4: Gathering of Traffic Data**

Based on the findings from Task #2 and Task #3, a data collection plan will be developed to gather the necessary traffic data needed for the analysis conducted in Task #5. It is clear that traffic volume and turning movement counts will be needed at the two signalized intersections along State College Boulevard in order to complete the safety assessments. Other possible traffic data which may be gathered include traffic volume counts, pedestrian counts, bicycle counts, turning movement counts, traffic classification studies, speed surveys, and license plate studies.

**TASK 5: Development of Traffic Calming Strategies and Traffic Control Recommendations**

Based on input from the Group, the field observations, and traffic data collected, the Project Manager, in consultation with key City representatives, will develop a series of traffic calming strategies and traffic control recommendations. Strategies could include, but not be limited to,

modified traffic signal operations, modified school zone circulation, commercial vehicle outreach, motorist education, and focused enforcement efforts. Traffic control measures could include, but not be limited to, traffic signal modifications, signage and striping changes, school zone modifications, adjustments to speed limits, parking changes, commercial vehicle prohibitions, pedestrian and cyclist enhancements, and alternative traffic calming devices. It is likely that the Project Manager will develop multiple recommendations, or improvement scenarios, for consideration by the Group. As the Group provides input and feedback to the various options, it is likely that additional technical analysis might need to be conducted to assess and confirm the best possible set of recommendations which can be assembled into a single Traffic Calming Action Plan for the neighborhood.

**TASK 6: Final Study Report**

Once a general consensus is reached with the City and a super-majority of the Group with respect to the Traffic Calming Action Plan, AGA will complete a Final Study Report. The Report will be in the form of a technical memorandum which will document the relevant traffic data, analyses, recommendations, benefits, estimated costs, and counterpoints. The memorandum will be written in plain English and be appropriate for distribution to both members of the public and City decision makers.

**TASK 7: Presentation of Final Study Report to the Traffic Committee and City Council**

At the direction of the City, the Project Manager will be available to present the findings, recommendations, and proposed Traffic Calming Action Plan outlined in the Final Study Report to both the Traffic Committee and the City Council. Should either political body request changes to the Final Study Report, those changes will be made at no additional cost.

**Additional Services**

The scope of work provided above includes up to four Resident Working Group Meetings, one Traffic Committee Meeting, and one City Council Meeting. The scope of work does not include the presentation of the findings and recommendations of the study effort at a neighborhood or community meeting. However, should the City desire that the AGA project manager be available for additional Resident Working Group meetings or a community meeting to present the study findings and recommendations, that can be arranged for an additional fee of \$1,000 per meeting, which includes not only costs related to attendance at the meeting, but all costs related to the preparation of presentation or handout materials.

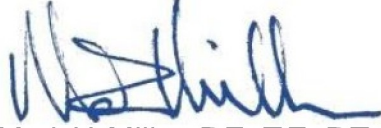
Should you have any questions regarding this proposal, please feel free to call contact me or Mr. Roseman at (714) 992-2990. We look forward to working with the City on this important neighborhood quality of life project.



Mr. Michael Ho, P.E  
September 18, 2019  
Page 5

Respectfully submitted,

ALBERT GROVER & ASSOCIATES



Mark H. Miller, P.E, T.E, P.T.O.E  
*Executive Vice President*



## PROJECT SCHEDULE

AGA is prepared to begin work on this project within two weeks of notice-to-proceed. We expect to have the majority of the work associated with Tasks 2 through 5 completed within two months thereafter. However, it is uncertain just how long it will take for the Group to reach a general consensus on a Traffic Calming Action Plan. It is anticipated that the consensus building effort will take a number of meetings along with iterative efforts to conduct research and field investigations aimed at addressing resident concerns about the plan and to answer questions. Once a general consensus is reached, it is anticipated that the Final Report outlined in Task 6 can be submitted to the City three weeks thereafter.

## COST PROPOSAL

All fees outlined below are lump sum, not-to-exceed fees based on the scope of work as outlined here within.

| Work Task Description |   | Cost            |
|-----------------------|---|-----------------|
| 1                     | Coordination Meetings & Project Management (not-to-exceed)                                    | \$6,500         |
| 2                     | Review of Previous Studies and Documentation (not-to-exceed)                                  | \$1,500         |
| 3                     | Engineering Field Review (not-to-exceed)  | \$2,500         |
| 4                     | Gathering of Traffic Data (not-to-exceed)   | \$4,000         |
| 5                     | Development of Traffic Calming Strategies and Traffic Control Recommendations (not-to-exceed) | \$6,500         |
| 6                     | Final Study Report (not-to-exceed)  | \$2,500         |
| <b>TOTAL:</b>         |   | <b>\$23,500</b> |

|  |             |                    |                 |
|--|-------------|--------------------|-----------------|
| <b>TASK 1: Coordination Meetings &amp; Project Management</b>                                |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Principal Engineer   | \$225       | 30                 | \$6,750         |
| <b>TOTAL</b>   |             | <b>30</b>          | <b>\$6,750</b>  |
|  |             | <b>SAY</b>         | <b>\$6,500</b>  |
| <b>TASK 2: Review of Previous Studies and Documentation</b>                                  |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Principal Engineer   | \$225       | 6                  | \$1,350         |
| Associate Engineer   | \$125       | 2                  | \$250           |
| <b>TOTAL</b>   |             | <b>8</b>           | <b>\$1,600</b>  |
|  |             | <b>SAY</b>         | <b>\$1,500</b>  |
| <b>TASK 3: Engineering Field Review</b>  |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Principal Engineer   | \$225       | 12                 | \$2,700         |
| <b>TOTAL</b>   |             | <b>12</b>          | <b>\$2,700</b>  |
|  |             | <b>SAY</b>         | <b>\$2,500</b>  |
| <b>TASK 4: Gathering of Traffic Data</b>   |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Data Collection*   |             |                    | \$3,500*        |
| Associate Engineer   | \$125       | 4                  | \$500           |
| <b>TOTAL</b>   |             | <b>4</b>           | <b>\$4,000</b>  |
| <b>TASK 5: Development of Traffic Calming Strategies and Traffic Control Recommendations</b> |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Principal Engineer   | \$225       | 16                 | \$3,600         |
| Associate Engineer   | \$125       | 24                 | \$3,000         |
| <b>TOTAL</b>   |             | <b>40</b>          | <b>\$6,600</b>  |
|  |             | <b>SAY</b>         | <b>\$6,500</b>  |
| <b>TASK 6: Final Study Report and Presentations</b>  |             |                    |                 |
| <b>POSTION</b>   | <b>RATE</b> | <b>HOURS</b>       | <b>TOTAL</b>    |
| Principal Engineer   | \$225       | 8                  | \$1,800         |
| Associate Engineer   | \$125       | 6                  | \$750           |
| <b>TOTAL</b>   |             | <b>14</b>          | <b>\$2,550</b>  |
|  |             | <b>SAY</b>         | <b>\$2,500</b>  |
|  |             | <b>GRAND TOTAL</b> | <b>\$23,500</b> |
| <b>*May not be needed</b>  |             |                    |                 |

City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Construction Contract for Civic Center Security System Improvement Project No. 7954

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**RECOMMENDATION**

1. Award a construction contract to PeopleSpace for \$178,649.50 for the installation of glass demountable walls and doors; and
2. Authorize City Engineer to approve change orders up to 10% of the contract amount.

**BACKGROUND/DISCUSSION**

At the June 18, 2019 City Council meeting, the City Council approved an agreement with Calabrese Architect to prepare design development drawings for the Civic Center Security System Improvement Project No. 7954 (Security Project).

The scope of the project includes the installation of a number of doors behind the public counters to close off open aisles in order to prevent unauthorized public access to the "back-of-house." In addition, the project would also install a glass partition wall from the 3rd floor lobby area to the Executive Conference Room to isolate a path that will be used for after-hour access to the Executive Conference Room for meetings, such as City Council Closed and Study Sessions. Finally, in an effort to free up additional space for employee workstations and to make practical use of public counter space, the project will also add additional walls to close the Economic Development counter, relocate Administrative Services counter staff to the current Community Services public counter area and add a wall to close off the vacated Administrative Services counter.

In working with the architect and staff, it was determined that the most feasible and efficient way to achieve the project scope was to utilize the "turnkey" services from PeopleSpace to install the demountable walls and doors. Staff recommends awarding a sole source contract for this work to PeopleSpace for continuity and to provide seamless coordination with the pending Civic Center 3rd Floor Furniture Remodel project since PeopleSpace is also the approved vendor for that project. In addition, by having the same company, the design team ensures fit and compatibility which reduces time and eliminates errors often found when placing furniture and new walls. Staff will be working directly with a separate division within PeopleSpace that specializes in demountable walls, doors and hardware that is specifically needed for the Security Project.

There are other components to the Security Project that are not part of this item. For informational purposes, the Director of Public Works will review bids and execute contracts for

the installation of electronic access control components and for any other incidental items required for the overall Security Project. Since each of these projects is not expected to exceed \$60,000, the Director of Public Works can execute contracts within his contract approval authority provided under the City's Purchasing Ordinance.

The overall Security Project is estimated to cost approximately \$259,000 (\$178,649.50 for walls and doors, \$60,000 for access control and \$20,000 for incidentals). Any workstation reconfigurations at the public counters or construction of private offices are not included in these costs

### **COMMISSION/COMMITTEE RECOMMENDATION**

The Finance Committee reviewed staff's recommendation at their January 14, 2020 meeting and recommended to proceed.

### **FISCAL IMPACT/SUMMARY**

There are sufficient funds in Capital Improvement Program Project No. 7954 to fund the proposed scope of services. The approved CIP project budget of \$600,000 is funded by the Fixed Asset Replacement Program. 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., Director of Public Works

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### **Attachments**

PeopleSpace Proposal  
Agreement

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www.PeopleSpace.com

BUDGETARY PROPOSAL FOR:

17800 Mitchell North, Irvine, CA 92614  
T: 949.724.9444 | F: 949.724.9449

## CITY OF BREA CITY HALL

1 Civic Center Circle, 3rd Floor, Brea, CA 92821  
REVISION-04 01/07/2020

444 South Flower Street, #200, Los Angeles, CA 90071  
T: 310.726.9067 | F: 310.726.9066

811 SW 6th Avenue, Suite 400, Portland, OR 97204  
T: 503.205.2200 | F: 503.534.0200

705 5th Avenue S, Seattle, WA 98104  
T: 949.724.9444 | F: 949.724.9449

Budgetary Proposal Prepared for Eric Aulls of City of Brea by:  
Dave Merrill | (949) 724-9444 | DMerrill@PeopleSpace.com

| HAWORTH ENCLOSE®  | Qty. | Unit Price   | Ext. Price            |
|---|------|--------------|-----------------------|
| <u>Demountable Walls per the Attached Drawings.</u>                     | 1    | \$165,800.00 | <b>\$165,800.00</b>   |
| <u>ALTERNATIVE 1: Solid Wood Doors in Lieu of Aluminum-Glass Doors.</u> | 1    | -\$3,500.00  | <b>(not included)</b> |
| HAWORTH ENCLOSE® SUBTOTAL:  |      |              | <b>\$165,800.00</b>   |

MANUFACTURER'S LEAD-TIME: Approximately 10-12 Weeks Upon Your P.O., Deposit, and Signed-Off Shop Drawings.

INCLUDING THE FOLLOWING:

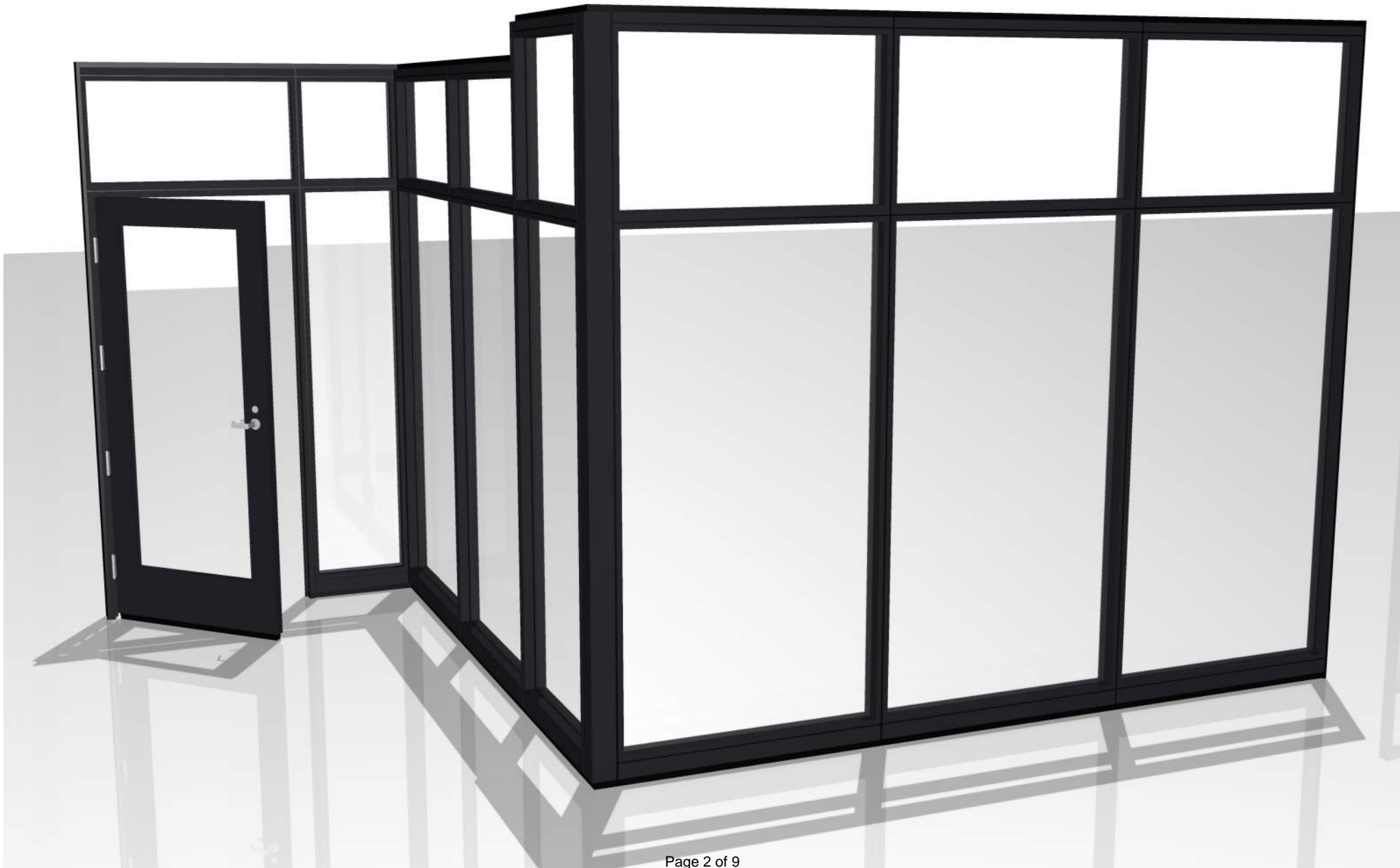
- Approximately (225) Lineal Feet of Demountable Walls Including Doors at 09'-00" High to Drop Ceiling Grid & 09'-06" High to Concrete Beams.
- Trim Finish: Manufacturer's Standard Powdercoat Selection, Grade-A TBD.
- Glazing: 3/8" (10mm) Tempered Standard Clear Glass.
- Doors: Full-Height and Transom-Height Butt-Hinged Aluminum-Glass with Grade-1 ADA Leversets.
- Includes Prevailing Wage Labor.
- Delivery & Installation Shall Occur Weekdays During Normal Business Hours.
- Work Area to be Left in Broom-Clean Condition.
- This Proposal is Valid for 30-Days and is Subject to PeopleSpace's Standard Terms & Conditions.

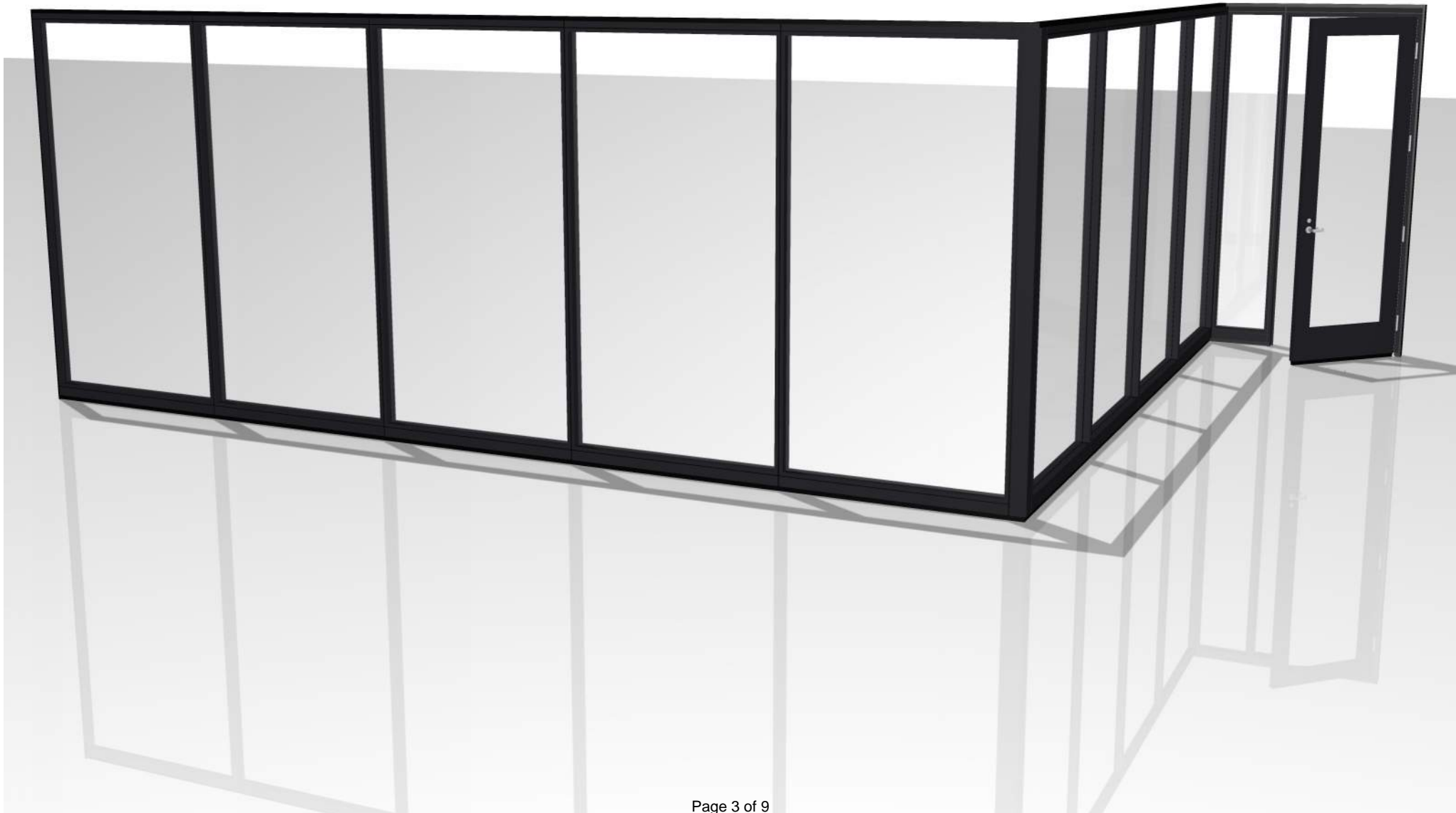
EXCLUDING THE FOLLOWING:

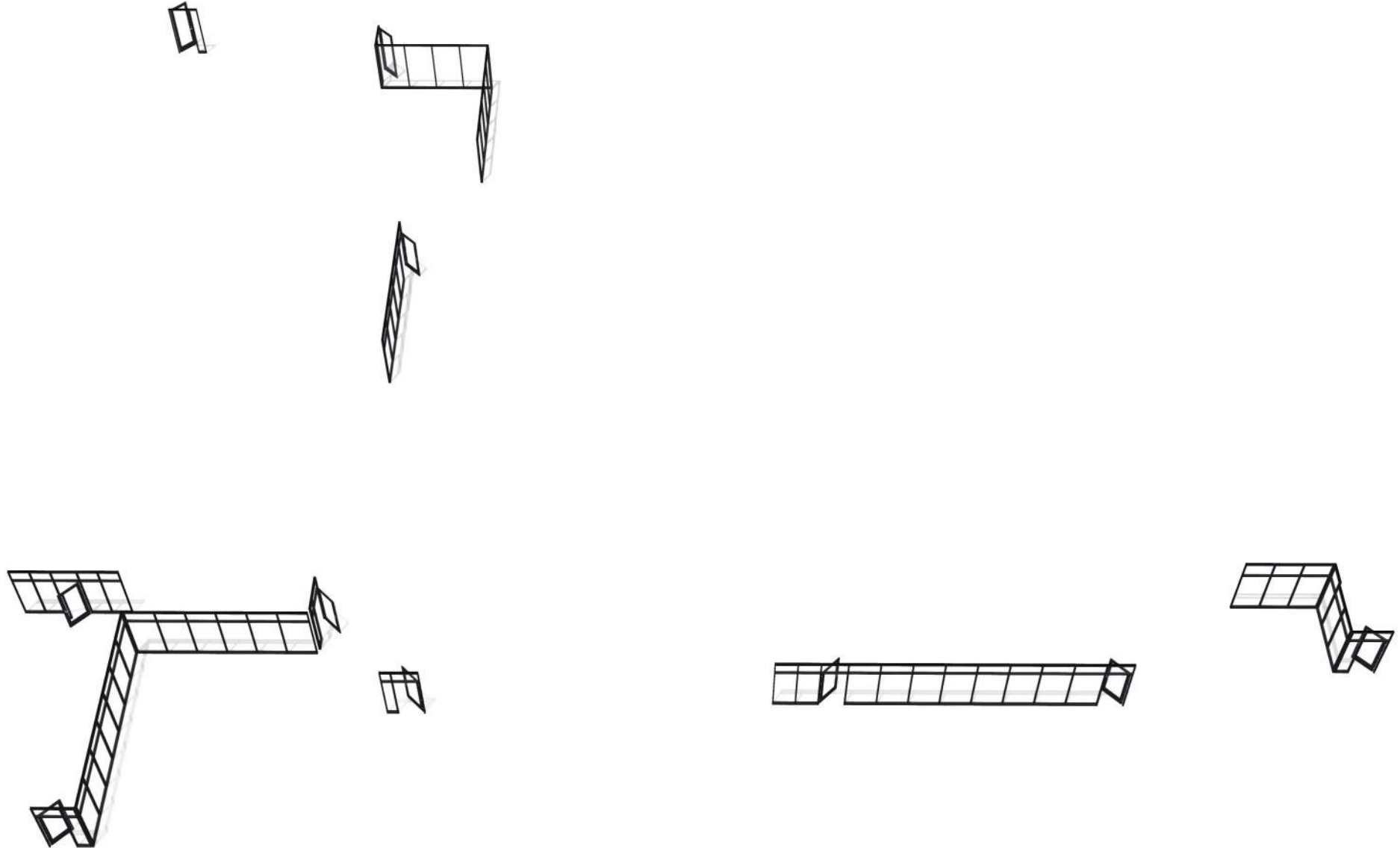
- Excludes After-Hours, Weekend, or Holiday Delivery & Installation.
- Excludes Union Labor.
- Excludes Engineering Calculations, Wet-Stamped Drawings, Permitting, or Inspection Fees.
- Excludes Seismic Bracing Above Header to Building Structure.
- Excludes Xray or Radar Scanning of Slabs.
- Excludes Ceiling Grid Rework and Cutting of Acoustic Ceiling tiles.
- Excludes Construction Payment Management (CPM) Fees.
- Excludes Stair-Carry or Window Conveyance of Materials.
- Excludes Jobsite Parking Fees.
- Excludes Reconsignment, Double-Handling, or Storage of Materials Due to Construction or Schedule Delays.
- Excludes Glass Manufacturer's Energy Surcharge Escalation.
- Excludes Construction Project Commissioning Costs.
- Excludes Any Tariff Surcharges Imposed After the Date of this Budgetary Proposal.

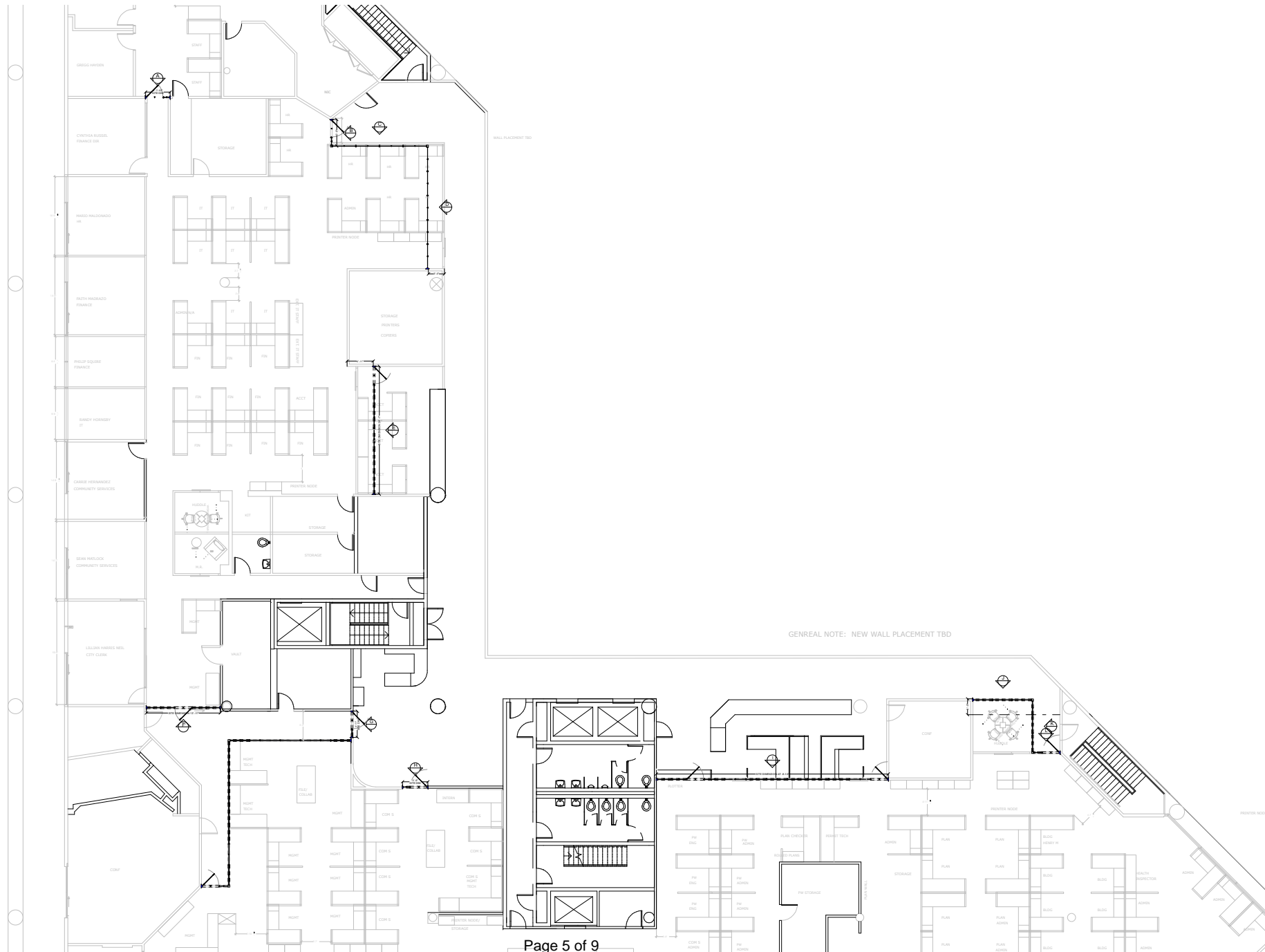
|                                    |                     |
|------------------------------------|---------------------|
| SALES TAX - Orange County @ 7.750% | <b>\$12,849.50</b>  |
| FREIGHT (included)                 | <b>\$0.00</b>       |
| GRAND TOTAL                        | <b>\$178,649.50</b> |



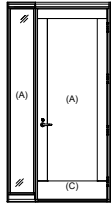




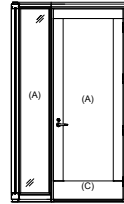




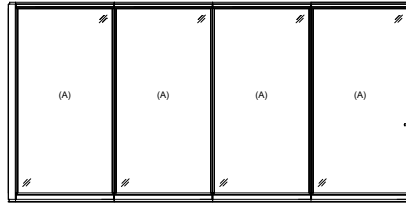
**Elevation A**



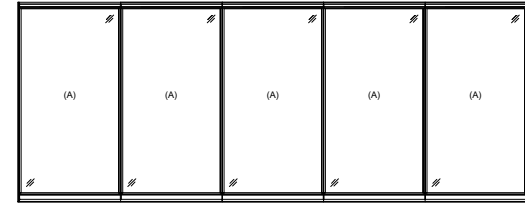
**Elevation B**



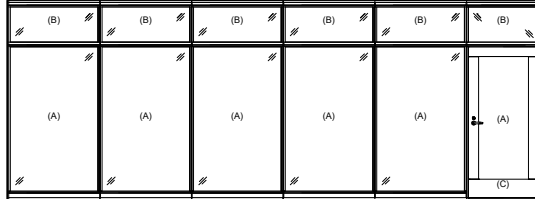
**Elevation C**



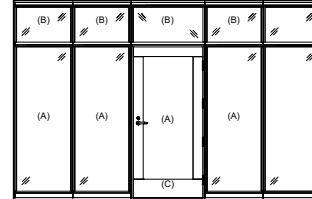
**Elevation D**



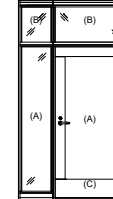
**Elevation E**



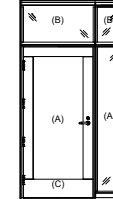
**Elevation F**



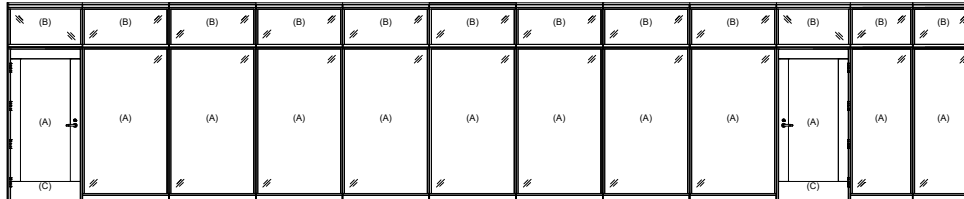
**Elevation G**



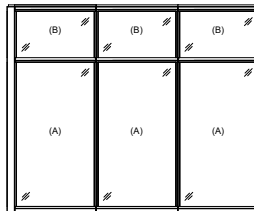
**Elevation H**



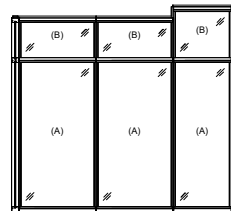
**Elevation I**



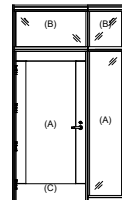
**Elevation J**



**Elevation K**

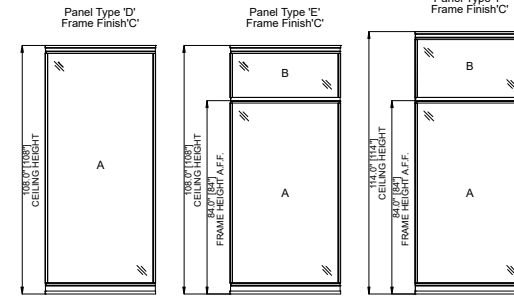


**Elevation L**

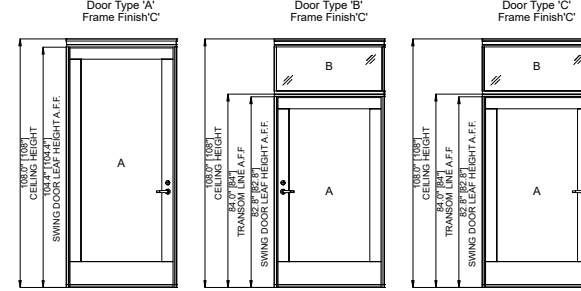


| LINEAL FOOTAGE LEGEND  |   |
|--|---|
| Enclose  | 224' -2-3/8"  |
| ENCLOSE PROJECT NOTES  |   |
| CEILING HEIGHT   | : 108" (2 743 mm)   |
| CEILING HEIGHT   | : 114" (2 896 mm)   |
| CEILING TYPE   | : 1" T-BAR AND 1/4" TEGULAR TILE CLIP                                     |
| STANDING DETAIL  | : CEILING HIGH  |
| LATERAL BRACING  | : CEILING & FLOOR   |
| FLOOR DETAIL   | : CARPET  |
| REVEALS  | : PITCH (TEXTURED), GRADE A- TR-0TF                                       |
| GLAZING BEADS  | : PITCH (TEXTURED), GRADE A- TR-0TF                                       |
| CEILING HEIGHT TOLERANCES  |   |
| PRODUCT WILL BE PRODUCED TO FIT CEILING HEIGHT NOTED ABOVE.  |   |
| NOTE: WALL HEIGHTS AVAILABLE IN 1/8" (3.175MM) INCREMENTS, REFER TO VERTICAL ADJUSTMENT RANGES IN TABLE BELOW.   |   |
| ALL VERTICAL PRODUCT DIMENSIONS REFERENCING FINISH FLOOR ARE CAPABLE OF A VARIATION OF:  |   |
| RANGE DOWNWARD RANGE UPWARD  |   |
| • ENCLOSE PANELS:  | -0.75"(-19 MM) 1.75"(44 MM)   |
| • ENCLOSE DOORS: REFERENCE DOOR SCHEDULE   |   |
| FINISH SUMMARY   |   |
| Glass  |   |
| A CLEAR TEMPERED - 10MM, GRADE B   | ,1G-03C   |
| B UNDECIDED, PLEASE VERIFY, GRADE A  | ,GS-0A~   |
| Trim / Powdercoat  |   |
| C CHARCOAL, GRADE A  | ,TR-00K   |
| ENCLOSE PARTITION LEGEND   |   |
| T-XXX<br>42.00<br>EN-XX-XXX  | PANEL TYPE ID<br>TRUE PANEL SIZE (IMPERIAL)<br>PRODUCT TYPE/ZONE/PANEL ID |
| NOTE: ALL EXISTING PANELS ARE INDICATED WITH AN<br>"E" AT THE END OF THE LABEL LOCATION NUMBER<br>i.e. EN-A-94 (E) \ EXISTING<br>i.e. EN-AD-1 \ NEW PRODUCT<br>"OS" ON FRAMELESS ENCLOSE INDICATES OVERSIZED HORIZONTALS |   |
| GLASS WALL PANEL W/ TRANSOM (RECTILINEAR)  |   |
| GLASS WALL PANEL (RECTILINEAR)   |   |
| SINGLE SWING GLAZED DOOR   |   |

Panel Types - Enclose



Panel Types - Enclose Door



ABBREVIATION LEGEND

|         |                              |
|---------|------------------------------|
| 167     | Enclose ®                    |
| 6       | 6 Lever                      |
| CLS3    | Sargent Closer (1431 UO)     |
| ELSTRK1 | Electrical, Rutherford L6505 |
| FLRMNT  | Floor Mounted                |
| FPREPSH | Factory Prep/Ship Lockset    |
| L9080   | Storeroom (L9080)            |
| LHR     | Left Hand Reverse            |
| MRT     | Mortise                      |
| MTLGLZ  | Metal Glazed                 |
| PLINTH  | Plinth                       |
| RHR     | Right Hand Reverse           |
| SCHLAGE | Schlage                      |
| SFIC_H  | Sm Frmt IC Housing (No Core) |
| SGL     | Single                       |
| TRNSM   | Transom                      |

DOOR SCHEDULE

| NO TAG | TYPE           | HANDINESS | QTY | WIDTH | CEILING HEIGHT | DETAIL REFERENCE | ELEVATION REFERENCE | FRAME         |       |            |            |           |         | DOOR LEAF             |            |              |           |             |        | HARDWARE           |              |      |                      |              |                 |              |                |                   |                |              |             |        |        |                   |           |             | REMARKS |             |             |            |
|--------|----------------|-----------|-----|-------|----------------|------------------|---------------------|---------------|-------|------------|------------|-----------|---------|-----------------------|------------|--------------|-----------|-------------|--------|--------------------|--------------|------|----------------------|--------------|-----------------|--------------|----------------|-------------------|----------------|--------------|-------------|--------|--------|-------------------|-----------|-------------|---------|-------------|-------------|------------|
|        |                |           |     |       |                |                  |                     | CONFIGURATION | COLOR | RANGE NOTE | RANGE DOWN | RANGE UP  | TRANSOM | TRANSOM HEIGHT A.F.F. | TYPE       | LOCKSET PREP | PULL PREP | SURF. COLOR | PLINTH | BOTTOM RAIL HEIGHT | HARDWARE SET | SHIP | LOCKSET MANUFACTURER | LOCKSET TYPE | ACTIVE FUNCTION | HANDLE STYLE | LOCKSET FINISH | INACTIVE FUNCTION | LOCKSET HEIGHT | LOCKSET CODE | JAMB STROKE | STOP   | CLOSER | PULL MANUFACTURER | PULL TYPE | PULL FINISH |         | PULL HEIGHT | BYPASS SEAL | SOFT CLOSE |
|        |                |           |     |       |                |                  |                     |               |       |            |            |           |         |                       |            |              |           |             |        |                    |              |      |                      |              |                 |              |                |                   |                |              |             |        |        |                   |           |             |         |             |             |            |
|        |                |           |     |       |                |                  |                     |               |       |            |            |           |         |                       |            |              |           |             |        |                    |              |      |                      |              |                 |              |                |                   |                |              |             |        |        |                   |           |             |         |             |             |            |
| A      | ENC BUTT HINGE | RHR       | 2   | 3'-4" | 9'-0"          | -                | -                   | SGL           | C     | -          | -0'-0-3/4" | 0'-1-3/4" | -       | -                     | MTLGLZ (1) | FACTORY      | -         | C           | PLINTH | 0'-10"             | 1            | YES  | SCHLAGE              | MRT          | L9080           | 6            | U2 626         | -                 | 3'-5-5/8"      | SFIC_H       | ELSTRK1     | FLRMNT | CLS3   | -                 | -         | -           | -       | -           | -           | -          |
| G      | ENC BUTT HINGE | LHR       | 3   | 3'-4" | 9'-0"          | -                | -                   | SGL           | C     | -          | -0'-0-3/4" | 0'-1-3/4" | TRNSM   | 7'-0"                 | MTLGLZ (1) | FACTORY      | -         | C           | PLINTH | 0'-10"             | 1            | YES  | SCHLAGE              | MRT          | L9080           | 6            | U2 626         | -                 | 3'-5-5/8"      | SFIC_H       | ELSTRK1     | FLRMNT | CLS3   | -                 | -         | -           | -       | -           | -           | -          |
| H      | ENC BUTT HINGE | RHR       | 5   | 3'-4" | 9'-0"          | -                | -                   | SGL           | C     | -          | -0'-0-3/4" | 0'-1-3/4" | TRNSM   | 7'-0"                 | MTLGLZ (1) | FACTORY      | -         | C           | PLINTH | 0'-10"             | 1            | YES  | SCHLAGE              | MRT          | L9080           | 6            | U2 626         | -                 | 3'-5-5/8"      | SFIC_H       | ELSTRK1     | FLRMNT | CLS3   | -                 | -         | -           | -       | -           | -           | -          |



# Enclose<sup>®</sup>

## Walls

Office spaces are getting smaller, yet are expected to do more. Reconfiguration for today's workstyles and the anticipation of change is placing a strain on organizations with permanent interior construction. Moveable walls are a smart, responsive alternative, providing a sense of presence, permanence, and acoustical privacy, while ensuring your endless ability to adapt.





## More Flexibility, Less Effort

With the look, feel, and performance of fixed construction, Enclose moveable walls offer space-saving, easily adaptable options to create more workspaces in a floorplate, without sacrificing comfort, personal storage, or privacy. Its non-progressive design lets you remove and switch any single panel or door without upsetting the rest. And Enclose can be completely reconfigured with ease, in up to one-third the time of many competitors.

## Features

With Enclose moveable walls, the design possibilities are truly unlimited. Floor to ceiling panels achieve a sense of permanence and privacy, while ensuring your endless ability to adapt.

**Efficient and agile** – Easily installs, adapts, and reinstalls, without disruption, dust, or excessive downtime.

**Damage-free installation** – Touches the building lightly with mechanical fasteners only at the slab.

**Seamless integration** – Designed to work with Enclose Frameless Glass walls and doors, and seamlessly transition to conventional construction.

**Acoustical privacy of fixed walls** – Provides the acoustical performance needed to meet the speech privacy and confidentiality requirements of today's offices, in a moveable wall system.

## Colors, Materials, Finishes

Choose Enclose moveable walls in metal, laminate, wall coverings, or wood with finishes to match your caseloads. Or, opt for clear, patterned, or custom glass. Monolithic and segmented tiles are available in framed and frameless designs. Multiple door options—including full-height, double-glazed, frameless glass doors—complete the aesthetic.

## Certifications

- GREENGUARD® certified
- BIFMA® LEVEL® 1 certified

To learn more, visit [haworth.com](http://haworth.com).

**CONSTRUCTION AGREEMENT  
CIVIC CENTER SECURITY SYSTEM IMPROVEMENTS, CIP NO. 7954**

This Construction Agreement ("Agreement") is dated January 8th, 2020 for reference purposes and is executed by the City of Brea, a California municipal corporation, and PeopleSpace, a California Corporation ("Contractor"). Contractor's CSLB license number is 989310. Contractor's DIR registration number is 1000015449.

**RECITALS**

A. City duly solicited, received, publicly opened, and declared bids for the following public works project: Civic Center Security System Improvements CIP No. 7954 ("Project").

B. City selected Contractor as the lowest responsive and responsible bidder for the Project.

C. The parties are executing this Agreement to provide for Contractor's furnishing of labor, equipment, and material for the construction of the Project.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, City and Contractor hereby agree as follows:

**1. GENERAL SCOPE OF WORK:** Contractor shall furnish all necessary labor, tools, materials, appliances, and equipment and shall do the work for the construction of the Civic Center Security System Improvements CIP No. 7954 ("Project"). Such work shall be performed in accordance with contract documents for this Project on file in the office of the City Engineer and in accordance with bid prices, plans, and specifications more fully described in Section 4, below, and in accordance with the instructions of the Public Works Director (collectively, "Work"). Contractor shall at all times comply with applicable laws and City policies.

**2. CONTRACT PRICE AND PAYMENT:**

A. As total and complete compensation for satisfactorily completing the Work, City shall pay to Contractor the prices set forth in Contractor's bid amount of \$ **178,649.50**. Progress payments shall be made for each portion of the Work satisfactorily completed. Notwithstanding the foregoing, City shall be authorized to withhold a retention from payments in the maximum amount permitted by law.

B. At the written request and expense of Contractor, securities equivalent to any moneys withheld by City to ensure performance of this Agreement shall be deposited with City, or with a state or federally chartered bank in the State of California as the escrow agent, that shall then pay those moneys to Contractor. Upon satisfactory completion of this Agreement, the securities shall be returned to Contractor. Alternatively, Contractor may request that City make payment of retentions earned directly to the escrow agent at the expense of Contractor. At the expense of Contractor, Contractor may direct the investment of the payments into securities, and Contractor shall receive the interest earned on the investments upon the same terms provided for securities deposited by Contractor.



C. Upon satisfactory completion of this Agreement, Contractor shall receive from the escrow agent all securities, interest, and payments received by the escrow agent from City pursuant to the terms of this Section. Securities eligible for investment shall include those listed in Government Code Section 16430, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security to which the parties agree in writing. Contractor shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

D. If Contractor elects to receive interest on moneys withheld in retention by City, then Contractor shall, at the request of any subcontractor performing more than five percent of Contractor's total bid amount, make that option available to the subcontractor regarding any moneys withheld in retention by Contractor from the subcontractor. Further mandatory details are provided in Public Contract Code Section 22300(d).

E. The escrow agreement for security deposits in lieu of retention shall be substantially similar to the form provided in Public Contract Code Section 22300(f).

3. **CUSTOMER CARE:** Contractor, while fulfilling the terms of this Agreement, shall provide exceptional customer care. Any negative contact with City staff, residents, 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. The parties may agree in advance to a single person contact, a representative of either City or Contractor, for the investigation and response to complaints.

4. **INCORPORATED DOCUMENTS:** The plans and specifications referenced in Section 1, above, the Notice Inviting Sealed Bids attached hereto, the Instructions to Bidders (including attachments), and, unless omitted from such Notice, the 2018 edition of "Standard Specifications for Public Works Construction" ("Standard Specifications"), as amended by the Contract Documents, all of which are incorporated by reference herein, and this written agreement (collectively, "Contract Documents"), shall constitute the entire agreement between the parties. This Agreement is intended to require a complete and finished piece of work, and Contractor shall perform all work necessary to properly complete the Work and the Project in accordance with applicable laws, whether set out specifically in the Contract Documents or not. Should it be ascertained that any inconsistency exists between any of the Contract Documents, the provisions of this Agreement shall control.

5. **COMPLETION DATE / LIQUIDATED DAMAGES:**

A. Contractor shall complete the Project within 200 working days from the date of Notice of Proceed ("Completion Date").

6. **TERMINATION:**

A. City may terminate this Agreement for convenience without penalty at any time upon 30 days' written notice to Contractor. In such event, City shall pay Contractor for all services satisfactorily rendered prior to date of termination, which in any case shall not exceed the total contract price, and such payment shall be in full satisfaction of all services rendered.

B. If Contractor breaches this Agreement and fails to cure such breach within seven days of written notice, then City may immediately terminate this Agreement for cause.

7. **INSURANCE:**

A. Contractor shall not commence work until it has obtained all insurance required hereunder from a company or companies acceptable to City, nor shall Contractor allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. Contractor shall take maintain the following policies of insurance:

i. Compensation insurance: Before beginning work, Contractor shall furnish to City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom Contractor may employ directly or through subcontractors in carrying out the Work, 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 Agreement. 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 Labor Code Section 3700, every contractor shall secure the payment of compensation to its employees. Contractor, prior to commencing work, shall sign and file with City a certification 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 worker’s 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.”

ii. For all operations of Contractor or any subcontractor in performing the Work, insurance with the following minimum limits and coverage:

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

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

c. Owner’s and Contractor’s Protective (occurrence) - for bodily injury, death, and property damage arising out of any activities undertaken by Contractor in the performance of this Agreement.

d. Other required insurance, endorsement, or exclusions, as required by the Contract Documents.

B. The policies of insurance required in paragraph (A)(ii) above shall have no less than the following limits of coverage:

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

C. Each such policy of insurance required in paragraph (A)(ii) above shall:

- i. Be subject to no deductible amount unless otherwise provided, or approved in writing by City.
- ii. 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.
- iii. Name as additional insureds City, its elected officials, officers, employees, attorneys, and agents, and any other parties including subcontractors, specified by City to be included.
- iv. 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 such policy.
- v. 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.
- vi. 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 30 days after receipt by the City of Brea of written notice of such cancellation or reduction of coverage as evidenced by receipt of such notice by registered letter.”
- vii. 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.
- viii. Specify that the insurer waives all rights of subrogation against the named additional insureds.
- ix. 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.
- x. Otherwise be in form satisfactory to City.

D. Prior to commencing performance under this Agreement, Contractor shall furnish 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 City before Contractor commences performance. If performance of this Agreement shall extend beyond one year, Contractor shall provide City with the required policies or endorsements evidencing renewal of the required policies of insurance prior to their expiration of any required policies of insurance.

E. The insurance obligations under this Agreement shall be: (i) all the insurance coverage and/or limits carried by or available to Contractor; or (ii) the minimum insurance coverage requirements and/or limits shown in this Agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor under this Agreement.

## **8. LABOR CODE COMPLIANCE:**

A. Contractor acknowledges that the Work required is a “public work” as defined in Labor Code Section 1720 et seq. Contractor is required to pay not less than the general prevailing rate of per diem wages for work of a similar character in locality in which the public work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work. In that regard, the Director of the Department of Industrial Relations of the State of California is required to and has determined such general prevailing rates of per diem wages. The applicable prevailing rates can be found on the following website: <http://www.dir.ca.gov/OPRL/pwd/>. For federally funded projects, Davis-Bacon requirements apply, and the appropriate wage determinations can be found in the project specifications. Contractor shall ascertain all prevailing wages applicable to the Project and shall cause a copy of such wage determinations to be posted at the job site.

B. Pursuant to Labor Code Section 1775, Contractor and all subcontractors shall, as a penalty to City, forfeit not more than \$200 for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates as determined by the Director of Industrial Relations for the work or craft in which the worker is employed for work done under this Agreement by Contractor or, except as provided in Section 1775(b), by any subcontractor.

C. Contractor shall comply with and be bound by the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for compliance with Section 1777.5 for all apprenticeable occupations. Prior to commencing the Work, Contractor shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within 60 days after concluding work pursuant to this Agreement, Contractor and each of its subcontractors shall submit to City a verified statement of the journeyman and apprentice hours performed under this Agreement.

D. Eight hours of labor shall constitute a legal day’s work for all workmen employed in the execution of this Agreement, and Contractor and all subcontractors shall comply with and be governed by the laws of the State of California having to do with working hours.

E. Contractor and all subcontractors shall, as a penalty to City, forfeit \$25 for each worker employed in the execution of this Agreement by Contractor or a subcontractor for each calendar day during which the worker is required or permitted to work more than eight hours in any one calendar day and 40 hours in any one calendar week in violation of the Labor Code.

F. Contractor shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Contractor and each subcontractor to: (i) keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776; (ii) certify and make such payroll records available for inspection as provided by Section 1776; and (iii) inform City of the location of the records. Contractor and each subcontractor shall comply with and be bound by the provisions of Labor Code Section 1771.4(a)(3), which requires that each contractor and each subcontractor shall furnish the records specified in Section 1776 directly to the Labor Commissioner at least monthly, in a format prescribed by the Labor Commissioner.

G. For every subcontractor who will perform work on the Project, Contractor shall be responsible for such subcontractor's compliance with Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815, and Contractor shall include in the written contract between it and each subcontractor copies of Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815 and a requirement that each subcontractor shall comply with these statutes. Contractor shall be required to take all actions necessary to enforce such contractual provisions and ensure each subcontractor's compliance, including conducting a periodic review of the certified payroll records of the subcontractor. Upon becoming aware of a failure of the subcontractor to pay its workers the specified prevailing rate of wages, Contractor shall diligently take corrective action to halt or rectify the failure.

H. Contractor truthfully represents that at the time Contractor submitted its bid for this Project, and thereafter, Contractor possessed, and now possesses the required license(s) from the State Contractors State Licensing Board, and as required in the Contract Documents, as well as all permits, qualifications, insurance and approvals of any nature that are legally required of Contractor to practice its trade(s) and complete the Project. Contractor agrees to not be debarred at any time through the duration of this Agreement. Contractor has investigated and represents and will ensure that all subcontractors possessed and now possess a valid specialty trade license in its trade, as well as all permits, qualifications, insurance and approvals of any nature that are legally required of the subcontractor to practice its trade during the term of this Agreement and at the time Contractor's bid was submitted. All general building contractor licensees must comply with Business and Professions Code Section 7057. Contractor and all subcontractors must comply with business license requirements of City. Contractor shall not perform work with any debarred subcontractor pursuant to Labor Code Section 1777.1 or 1777.7.

## **9. UNRESOLVED DISPUTES:**

A. In the event that a dispute arises between the parties regarding whether the conditions materially differ, involve hazardous waste, or cause a decrease or increase in Contractor's cost of or time required for performance of any part of the Work, Contractor shall not be excused from the Completion Date, but shall proceed with all work to be performed under the Agreement. Contractor shall retain any and all rights provided that pertain to the resolution of disputes and protests between the parties. In the event of any dispute or controversy with City



over any matter whatsoever, Contractor shall not cause any delay or cessation in or of work, but shall proceed with the performance of the work in dispute. This includes disputed time extension requests and prices for changes. The disputed work will be categorized as an “unresolved dispute” and payment, if any, shall be as later determined by agreement or a court of law. Contractor shall keep accurate, detailed records of all disputed work, claims and other disputed matters.

B. All claims arising out of or related to the Contract Documents or this Project, and the consideration and payment of such claims, are subject to the Government Claims Act (Government Code Section 810 et seq.) with regard to filing claims. All such claims are also subject to the dispute procedures set forth in Public Contract Code Section 9204 and Public Contract Code Section 20104 et seq., to the extent each is applicable. This Agreement hereby incorporates those provisions as through fully set forth herein. Thus, Contractor or any subcontractor must file a claim in accordance with the Government Claims Act as prerequisite to filing a construction claim in compliance with Section 9204 and Section 20104 et seq. (if applicable), and must then adhere to Section 20104 et seq. and Section 9204, as applicable, with respect to any asserted “claim,” as individually defined in those Sections.

**10. ANTI-TRUST CLAIMS:** In entering into this Agreement, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Business and Professions Code Section 16700 et seq.) arising from purchases of goods, services, or materials pursuant to this Agreement. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further action or acknowledgment by the parties.

**11. THIRD PARTY CLAIMS:** Pursuant to Public Contract Code Section 9201, City has full authority to compromise or otherwise settle any claim relating to this Agreement at any time. City shall timely notify Contractor of the receipt of any third-party claim relating to this Agreement. City shall be entitled to recover its reasonable costs incurred in providing the notification required by Public Contract Code Section 9201(b).

**12. RIGHT TO AUDIT:** City or its representative shall have the option of inspecting and/or auditing all records and other written materials used by Contractor in preparing its billings to City as a condition precedent to any payment to Contractor. Contractor will promptly furnish documents requested by City. Additionally, pursuant to Government Code Section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, Contractor shall be subject to State Auditor examination and audit at the request of City or as part of any audit of City, for a period of three years after final payment under this Agreement.

**13. UTILITIES:** City acknowledges its responsibilities under Government Code Section 4215 concerning existing utilities.

**14. LOCATION OF EXISTING ELEMENTS:** The methods used and costs involved to locate existing elements, points of connection and all construction methods are Contractor’s sole responsibility. Accuracy of information furnished, as to existing conditions, is not guaranteed by City. Contractor must strictly comply with all applicable requirements of Government Code Section 4216 et seq. Prior to commencement of the Work, Contractor, at its sole expense, must make all investigations necessary to determine locations of existing elements,

which may include contacting Underground Service Alert and other private underground locating firm(s), utilizing specialized locating equipment, hand trenching, or both. Contractor must provide City with every Dig Alert Identification Number issued by Underground Service Alert during the course of the Project. Contractor shall be responsible for preserving the integrity of the existing underground utilities and elements at the site.

**15. CONTRACTOR'S LIABILITY:**

A. City and its officers, agents, and employees shall not be answerable or accountable in any manner for any loss or damage that may happen to the Work or any part thereof, or for any of the materials or other things used or employed in performing the Work; or for injury or damage to any person or persons, either workers, employees of Contractor or its subcontractors or the public, or for damage to adjoining or other property from any cause whatsoever arising out of or in connection with the performance of the Work. Contractor shall be responsible for all damage or injury to any person or property resulting from defects or obstructions or from any cause whatsoever, except the sole negligence or willful misconduct of City, its employees, servants, or independent contractors who are directly responsible to City during the progress of the Work or at any time before its completion and final acceptance.

B. To the maximum extent permitted by law, Contractor will defend, indemnify, and hold City, its elected officials, officers, employees, agents, and volunteers (collectively, "Indemnitees") free and harmless with respect to any and all actions, claims, liens, stop notices, damages to persons or property, penalties, obligations, and liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision, or other entity in any way arising out of or in connection with the acts, omissions, willful misconduct, work, operations, breach of this Agreement, violation of the Labor Code or any other code or regulation, and/or activities of Contractor, its agents, employees, subcontractors, or invitees in or related to the performance of this Agreement (collectively, "Claims"), whether or not there is concurrent passive or active negligence on the part of any of the Indemnitees, but excluding such actions, claims, damages to persons or property, penalties, obligations, or liabilities arising from the sole negligence or willful misconduct of any of the Indemnitees, as determined by a final court decision or agreement of the parties.

C. Contractor will defend any action or actions filed in connection with any Claims and will pay all costs and expenses, including actual attorneys' fees incurred in connection therewith.

D. Contractor will promptly pay any judgment rendered against Contractor or any of the Indemnitees as a result of any Claims, and Contractor agrees to indemnify and save and hold the Indemnitees harmless therefrom.

E. In the event any Indemnatee is made a party to any action or proceeding filed or prosecuted against Contractor in connection with any Claims, Contractor shall pay to the Indemnitees any and all costs and expenses incurred by the Indemnitees in such action or proceeding together with actual attorneys' fees.

F. So much of the money due to Contractor under and by virtue of this Agreement, as shall be considered necessary by City, may be retained by City until Contractor has satisfied its indemnity obligations under this Section.

**16. ASSIGNMENT:** Contractor shall not assign or transfer any interest in this Agreement or any part thereof, whether by assignment or novation, without City's prior written consent. Any purported assignment without written consent shall be null, void, and of no effect, and Contractor shall hold harmless, defend and indemnify City and its officers, officials, employees, agents, and representatives with respect to any claim, demand, or action arising from or relating to any unauthorized assignment.

**17. CONTRACTOR'S REPRESENTATIONS:** Contractor represents, covenants and agrees that: (i) Contractor is qualified and capable of furnishing the labor, materials, and expertise necessary to perform the Work in accordance with the terms and conditions set forth in this Agreement; (ii) there are no obligations, commitments, or impediments of any kind that will limit or prevent Contractor's full performance under this Agreement; (iii) there is no litigation pending against Contractor or any owner or officer thereof, involving alleged theft, dishonesty, or fraud involving a public works project, and neither Contractor nor any owner or officer thereof is the subject of any criminal investigation or proceeding involving a public works project; and (iv) to Contractor's actual knowledge, neither Contractor nor any owner or officer thereof has been convicted of a felony involving theft, dishonesty, or fraud in connection with a public works project, within the last 10 years.

**18. NOTICES:** Except as otherwise required by law, any notice, payment, or other communication authorized or required by this Agreement shall be in writing and shall be deemed received on (i) the day of delivery if delivered by hand or overnight courier service during City's regular business hours or (ii) on the third business day following deposit in the United States mail, postage prepaid, to the addresses listed below, or at such other address as one party may notify the other:

To City:  
Director of Public Works  
City of Brea  
1 Civic Center Circle  
Brea, California 92821

To Contractor:  
Chief Executive Officer  
PeopleSpace, Inc.  
17800 Mitchell North  
Irvine, CA 92614

**19. NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons upon public works because of the race, color, or religion of such persons, or on any other basis specified in Government Code Section 12940. Every contractor for public works violating this section is subject to all the penalties imposed for a violation of Labor Code Section 1720 et seq. in accordance with the provisions of Section 1735 of such Code.

20. **APPLICABLE LAW:** The validity, interpretation, and performance of this Agreement shall be controlled by and construed under the laws of the State of California, excluding the choice of law rules. Venue for any such action relating to this Agreement shall be in the Orange County Superior Court.

21. **ATTORNEYS' FEES:** In the event that any action or proceeding is brought by either party to enforce any term or provision of this Agreement, the prevailing party shall recover its reasonable attorneys' fees and costs incurred with respect thereto.

22. **ENTIRE AGREEMENT:** This Agreement, including the Contract Documents, and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between the parties. This Agreement supersedes all prior oral or written negotiations, representations or agreements. This Agreement may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties which expressly refers to this Agreement.

23. **NON-WAIVER OF TERMS:** Waiver by either party of any one or more of the conditions of performance under this Agreement shall not be a waiver of any other condition of performance under this Agreement. In no event shall the making by City of any payment to Contractor constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Contractor, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default.

24. **AUTHORITY:** Any person executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

25. **COUNTERPARTS:** This Agreement may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

**[SIGNATURES ON FOLLOWING PAGE]**



**TO EXECUTE THIS AGREEMENT**, the parties have caused their authorized representatives to sign below.

Interior Office Solutions, Inc. (dba PeopleSpace)

  
\_\_\_\_\_  
☐ Chairperson ☒ President ☐ Vice President  
CEO

\_\_\_\_\_  
☐ Secretary ☐ Asst. Secretary  
☐ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

CITY OF BREA

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

## City of Brea

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### **COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** Professional Services Agreements for Annual As-Needed Construction Materials & Soils Testing Services for Various Capital Improvement Projects

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### **RECOMMENDATION**

1. Approve Professional Service Agreements between City of Brea and Koury Engineering, United-Heider, Leighton and Harrington for As-Needed Construction Materials and Soils Testing Services in the annual amount not-to-exceed \$50,000 per year per for a term of one (1) year with three optional one (1) year extensions; and
2. Authorize the City Manager to approve any optional contract extensions.

### **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 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. For the next four fiscal years, the average annual CIP budget will be approximately \$16 million.

As mentioned at the April 16, 2019 City Council Study Session, the Public Works Engineering Division uses as-needed professional services contracts to efficiently and effectively deliver CIP projects. Within the next four years, staff estimates that approximately \$200,000 per year of construction materials and soil testing services will be needed in order to deliver the projects currently in the approved CIP, which is approximately 1.25% of the average annual CIP budget.

Since the existing Professional Service Agreements (PSA's) that are with a number of engineering firms to provide Construction Materials and Soils Testing Services, expired in July 1, 2015, staff issued a Request for Proposals (RFP) for these services. The intent of the RFP was to select four firms that can provide these services on various CIP projects over the next four years. The City administers several design and construction projects simultaneously, thus, it would be prudent to maintain multiple on-call contract vendors that would be qualified and available to provide these services.

On September 4, 2019 proposals were received from the following six (6) firms:

1. MTGL
2. Koury Engineering
3. United-Heider
4. Leighton

5. Harrington
6. American Geotech

The proposals were reviewed and evaluated based on the firm's relevant experience, qualifications of proposed project team members, scope of services provided, experience in federally funded projects and cost effectiveness.

Based on the above criteria, Harrington Geotechnical Engineering, Inc., Koury Engineering & Testing, Inc., Leighton Consulting, Inc. and United-Heider Inspection Group were selected as the top four firms. All four firms have extensive experience with the requested services working for state and local agencies. They have successfully completed their projects on schedule and within budget.

Staff is recommending that the City Council approve Professional Service Agreements with these four firms in the amount not-to-exceed \$50,000 per firm, per year. The four agreements combined represent the possibility to expend a total of \$200,000 dollars per year. Each agreement includes a provision that the City has the option to extend the agreement under the same terms and conditions for up to three (3) additional one (1) year terms for a total of four (4) years. If all of the possible extensions are approved over the next three years, the total possible fee for all four agreements combined would be \$800,000. No rate increases shall occur without City Council approval.

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

The Finance Committee reviewed staff's recommendation at their January 14, 2020 meeting and recommended to proceed.

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

All costs for the Construction Materials and Soils Testing Services phase of projects are included in the approved budgets for each project in the CIP. No rate increases shall be authorized without City Council approval.

#### **RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Warren Coleman, Senior Management Analyst

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

Tony Olmos, P.E., Director of Public Works

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#### **Attachments**

Agreement - Harrington

Agreement - Koury

Agreement - Leighton

Agreement - United

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**SECTION IV**

**PROFESSIONAL SERVICES AGREEMENT**

## **PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement ("Agreement") is dated **January 21, 2020** for reference purposes and is executed by the City of Brea, a California municipal corporation ("City") and **Harrington Geotechnical Engineering, Inc.** ("Consultant").

### **RECITALS**

A. City has issued a Request for Proposal pertaining to the performance of the following professional services: As-Needed Engineering Design Service for various capital improvement projects on an "as-needed" basis. A full, true and correct copy of such solicitation is attached as Exhibit A.

B. Consultant has submitted a proposal for the performance of such services. A full, true and correct copy of such proposal is attached as Exhibit B.

C. The parties have executed this Agreement to provide for Consultant's performance of such services on City's behalf.

**NOW, THEREFORE**, the parties agree as follows:

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

(a) **Tasks:** Professional services as described in Exhibit A including (i) preparation of plans, maps, reports, and documents (collectively, "documents"); and (ii) presentation, both oral and in writing, of such documents to City as required.

(b) **Services:** Such professional services as are necessary to be performed by Consultant in order to complete the assigned Tasks. Consultant will provide services on an "as-needed" (on-call) basis for projects to be determined during the term of this Agreement.

(c) Completion of Tasks: The date of completion of all assigned Tasks, including any and all procedures, documents, meetings and oral presentations regarding the completion of Tasks as set forth in Exhibits A.

2. Term:

(a) Base Term: This Agreement is effective as of January 21, 2020 and shall remain in full force and effect until January 21, 2021 unless earlier extended pursuant to paragraph (b) or (c) of this Section, or unless terminated pursuant to Section 8 below.

(b) Extension Options: City shall have three options by which it may extend the term of this Agreement by one year at a time in its sole discretion. The extension options may be exercised sequentially or concurrently. To exercise an extension option, City shall give written notice to Consultant at least 30 days prior to the then-scheduled expiration date.

(c) Unfinished Tasks: If one or more Tasks will remain unfinished at the expiration of this Agreement, then, at City's sole discretion, the term of this Agreement may be extended to allow Consultant to complete such Task(s).

3. Consultant Responsibilities:

(a) Consultant shall undertake and complete the assigned Tasks in accordance with Exhibit A and applicable laws, all to the reasonable satisfaction of City.

(b) Consultant shall supply copies of all documents including all supplemental technical documents, in accordance with Exhibit A. City may thereafter review and forward to Consultant comments regarding such documents and Consultant shall thereafter make such revisions to such documents as are deemed necessary. City shall receive revised documents in such form and in the quantities determined necessary by City.



(c) Consultant shall, at its 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 warrants that such persons shall be fully qualified to perform the services. Consultant further agrees that no subcontractor shall be retained by Consultant except as may otherwise be set forth in Exhibit B and upon the prior written approval of City.

4. Compensation:

(a) City shall pay Consultant pursuant to the provisions of Exhibit B for services performed pursuant to this Agreement. Such sum(s) shall cover the costs of all staff time and all other direct and indirect costs or fees, including the work of employees and subcontractors to Consultant, except as may otherwise be set forth in Exhibit B.

(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 receipt by City. All charges shall be in accordance with Consultant's proposal either with respect to hourly rates, time and materials, or lump sum amounts for individual tasks, as approved, in writing, by City.

(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. Final payment shall be made not later than 60 days after presentation of final documents and acceptance by City.

(d) Additional services: Payments for additional services, requested in writing by City and not included in Consultant's proposal, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in Exhibit B. Charges for additional services shall

be invoiced on a monthly basis and shall be paid by City within a reasonable time after invoices are received by City.

(e) Rate Changes: The fee schedule in Exhibit B shall not be revised during the term of the Contract (including any extension periods) without prior approval by CITY's City Council.

5. Annual Compensation Limit:

(a) Base Term Limit: In no event shall Consultant, or any person claiming by or through Consultant, be paid an aggregate amount in excess of three hundred thousand dollars (\$50,000) during a single year of the term of this Agreement.

(b) Developer-Reimbursed Cost Exclusion: Developer-reimbursed costs associated with Tasks performed for private development projects are not subject to the annual compensation limit and shall not be considered in any calculation of unspent allocation.

6. City Responsibilities: City shall provide to Consultant:

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

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

(c) Such information as is generally available from City files applicable to the Tasks.

(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.

7. Ownership of Documents: All documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Consultant pursuant to this Agreement shall be considered the property of City and, upon payment for services performed by Consultant, such documents and other identified materials shall be delivered to City by Consultant. Consultant may, however, make and retain copies of such documents and materials as Consultant may desire.

8. Termination: If Consultant breaches this Agreement and fails to cure such breach within seven days of written notice, then City may immediately terminate this Agreement for cause. City may terminate this Agreement for convenience upon 15 days prior written notice to Consultant. Consultant shall not be compensated for any work performed after City's issuance of a Notice of Termination. Consultant shall provide to City any and all documents, whether in draft or final form, prepared by Consultant as of the date of termination. Consultant may not terminate this Agreement except for cause.

9. Notices and Designated Representatives: Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail or facsimile before or during the receiving party's regular business hours; (b) the business day after delivery, if delivered by e-mail or facsimile after the receiving party's regular business hours; or (c) on the second business day following deposit in the United States mail, postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CITY REPRESENTATIVE

Michael S. Ho, PE  
Deputy Director of Public Works/City Engineer  
1 Civic Center Circle  
Brea, CA 92821  
[michaelh@cityofbrea.net](mailto:michaelh@cityofbrea.net)

CONSULTANT REPRESENTATIVE

Don P. Harrington, Jr., REPA  
Harrington Geotechnical Engineering, Inc.  
1590 N. Brian Street  
Orange, CA 92867  
[donjr@harringtongeotechnical.com](mailto:donjr@harringtongeotechnical.com)

10. Insurance: Consultant shall not commence work under this Agreement until it has obtained all insurance required hereunder in a company or companies acceptable to City, nor shall Consultant allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. Consultant shall take out and maintain at all times during the term of this Agreement the following policies of insurance:

(a) Compensation insurance: Before beginning work, Consultant shall furnish to City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom Consultant may employ directly or through subcontractors in carrying out the services, in accordance with the laws of the State of California. 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 Labor Code Section 3700, every contractor shall secure the payment of compensation to its 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 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 - - or - -;

(2) (Alternative to Commercial General Liability) - Comprehensive, broad form General Public Liability (occurrence) - for bodily injury, death and property damage arising out of any activities undertaken by Consultant in the performance of this Agreement.

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

(4) Professional Errors and Omissions Liability - 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 paragraph (c) of this Section. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of services on City's behalf until three years after the date the 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 years or by a three-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 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.

(5) Other required insurance, endorsements or exclusions as required by Exhibit A.

(6) The policies of insurance required in this Section 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), (2) and (3) 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 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 the City of Brea 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, Consultant shall furnish 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 City before Consultant commences performance. If performance of this Agreement shall extend beyond one year,

then 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.

11. Indemnification: Other than in the performance of professional services and to the fullest extent permitted by law, Consultant shall indemnify, defend and hold City, its employees, agents and officials harmless from and against their tort liability, (including liability for claims, suits, actions, expenses or costs of any kind, whether actual, alleged or threatened, actual attorney's fees incurred by City, court costs, interest or defense costs including expert witness fees), where the same arise out of, in whole or in part, the performance of the Agreement by Consultant (or any individual or entity that Consultant shall bear the legal liability thereof) and which result in bodily injury or property damage to any individual or entity, including the employees or officials of Consultant.

In addition to the foregoing, Consultant shall indemnify, defend and hold harmless City and its officials and employees from and against any and all losses, liabilities, damages, costs and expenses, including reasonable attorney's fees and costs to the extent the same are caused by the professional negligence of Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services pursuant to this Agreement.

12. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by Consultant without the prior written consent of City.

13. 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, 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 unless the default is caused by City or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions. Consultant acknowledges that such sum represents a reasonable endeavor by the parties to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by Consultant.

14. Independent Contractor: The parties agree that Consultant and its employers, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of City.

15. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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

17. Exhibits. The attached Exhibits A and B are incorporated into this Agreement by reference. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of an Exhibit, the provisions of this Agreement shall prevail.

18. 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 both parties.

**[SIGNATURES ON FOLLOWING PAGE]**

TO EXECUTE THIS AGREEMENT, the parties have caused their authorized representatives to sign below.

**Harrington Geotechnical Engineering, Inc.**

[use this signature block if Consultant is a corporation]

Don P. Harrington, Jr.  
Signature

DON P. HARRINGTON, JR.  
Printed Name

Edith Harrington  
Signature

EDITH HARRINGTON  
Printed Name

☐ Chairperson ☐ President ☒ Vice President

☐ Secretary ☐ Asst. Secretary  
☐ Chief Finance Officer ☒ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

[use this signature block if Consultant is a limited liability company]

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Manager

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

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

[Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

**City of Brea**

\_\_\_\_\_  
Mayor

**SECTION IV**

**PROFESSIONAL SERVICES AGREEMENT**



## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated **January 21, 2020** for reference purposes and is executed by the City of Brea, a California municipal corporation ("City") and **Koury Engineering and Testing, Inc.** ("Consultant").

### RECITALS

A. City has issued a Request for Proposal pertaining to the performance of the following professional services: As-Needed Engineering Design Service for various capital improvement projects on an "as-needed" basis. A full, true and correct copy of such solicitation is attached as Exhibit A.

B. Consultant has submitted a proposal for the performance of such services. A full, true and correct copy of such proposal is attached as Exhibit B.

C. The parties have executed this Agreement to provide for Consultant's performance of such services on City's behalf.

**NOW, THEREFORE**, the parties agree as follows:

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

(a) **Tasks**: Professional services as described in Exhibit A including (i) preparation of plans, maps, reports, and documents (collectively, "documents"); and (ii) presentation, both oral and in writing, of such documents to City as required.

(b) **Services**: Such professional services as are necessary to be performed by Consultant in order to complete the assigned Tasks. Consultant will provide services on an "as-needed" (on-call) basis for projects to be determined during the term of this Agreement.

(c) Completion of Tasks: The date of completion of all assigned Tasks, including any and all procedures, documents, meetings and oral presentations regarding the completion of Tasks as set forth in Exhibits A.

2. Term:

(a) Base Term: This Agreement is effective as of **January 21, 2020** and shall remain in full force and effect until **January 21, 2021** unless earlier extended pursuant to paragraph (b) or (c) of this Section, or unless terminated pursuant to Section 8 below.

(b) Extension Options: City shall have three options by which it may extend the term of this Agreement by one year at a time in its sole discretion. The extension options may be exercised sequentially or concurrently. To exercise an extension option, City shall give written notice to Consultant at least 30 days prior to the then-scheduled expiration date.

(c) Unfinished Tasks: If one or more Tasks will remain unfinished at the expiration of this Agreement, then, at City's sole discretion, the term of this Agreement may be extended to allow Consultant to complete such Task(s).

3. Consultant Responsibilities:

(a) Consultant shall undertake and complete the assigned Tasks in accordance with Exhibit A and applicable laws, all to the reasonable satisfaction of City.

(b) Consultant shall supply copies of all documents including all supplemental technical documents, in accordance with Exhibit A. City may thereafter review and forward to Consultant comments regarding such documents and Consultant shall thereafter make such revisions to such documents as are deemed necessary. City shall receive revised documents in such form and in the quantities determined necessary by City.

(c) Consultant shall, at its 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 warrants that such persons shall be fully qualified to perform the services. Consultant further agrees that no subcontractor shall be retained by Consultant except as may otherwise be set forth in Exhibit B and upon the prior written approval of City.

4. Compensation:

(a) City shall pay Consultant pursuant to the provisions of Exhibit B for services performed pursuant to this Agreement. Such sum(s) shall cover the costs of all staff time and all other direct and indirect costs or fees, including the work of employees and subcontractors to Consultant, except as may otherwise be set forth in Exhibit B.

(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 receipt by City. All charges shall be in accordance with Consultant's proposal either with respect to hourly rates, time and materials, or lump sum amounts for individual tasks, as approved, in writing, by City.

(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. Final payment shall be made not later than 60 days after presentation of final documents and acceptance by City.

(d) Additional services: Payments for additional services, requested in writing by City and not included in Consultant's proposal, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in Exhibit B. Charges for additional services shall

be invoiced on a monthly basis and shall be paid by City within a reasonable time after invoices are received by City.

(e) Rate Changes: The fee schedule in Exhibit B shall not be revised during the term of the Contract (including any extension periods) without prior approval by CITY's City Council.

5. Annual Compensation Limit:

(a) Base Term Limit: In no event shall Consultant, or any person claiming by or through Consultant, be paid an aggregate amount in excess of three hundred thousand dollars (\$50,000) during a single year of the term of this Agreement.

(b) Developer-Reimbursed Cost Exclusion: Developer-reimbursed costs associated with Tasks performed for private development projects are not subject to the annual compensation limit and shall not be considered in any calculation of unspent allocation.

6. City Responsibilities: City shall provide to Consultant:

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

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

(c) Such information as is generally available from City files applicable to the Tasks.

(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.

7. Ownership of Documents: All documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Consultant pursuant to this Agreement shall be considered the property of City and, upon payment for services performed by Consultant, such documents and other identified materials shall be delivered to City by Consultant. Consultant may, however, make and retain copies of such documents and materials as Consultant may desire.

8. Termination: If Consultant breaches this Agreement and fails to cure such breach within seven days of written notice, then City may immediately terminate this Agreement for cause. City may terminate this Agreement for convenience upon 15 days prior written notice to Consultant. Consultant shall not be compensated for any work performed after City's issuance of a Notice of Termination. Consultant shall provide to City any and all documents, whether in draft or final form, prepared by Consultant as of the date of termination. Consultant may not terminate this Agreement except for cause.

9. Notices and Designated Representatives: Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail or facsimile before or during the receiving party's regular business hours; (b) the business day after delivery, if delivered by e-mail or facsimile after the receiving party's regular business hours; or (c) on the second business day following deposit in the United States mail, postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CITY REPRESENTATIVE

Michael S. Ho, PE  
Deputy Director of Public Works/City Engineer  
1 Civic Center Circle  
Brea, CA 92821  
[michaelh@cityofbrea.net](mailto:michaelh@cityofbrea.net)

CONSULTANT REPRESENTATIVE

Damian Becerra  
Koury Engineering and Testing, Inc.  
14280 Euclid Ave.  
Chino, CA 91710  
[DamianB@kouryengineering.com](mailto:DamianB@kouryengineering.com)

10. Insurance: Consultant shall not commence work under this Agreement until it has obtained all insurance required hereunder in a company or companies acceptable to City, nor shall Consultant allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. Consultant shall take out and maintain at all times during the term of this Agreement the following policies of insurance:

(a) Compensation insurance: Before beginning work, Consultant shall furnish to City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom Consultant may employ directly or through subcontractors in carrying out the services, in accordance with the laws of the State of California. 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 Labor Code Section 3700, every contractor shall secure the payment of compensation to its 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 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 - - or - -:

(2) (Alternative to Commercial General Liability) - Comprehensive, broad form General Public Liability (occurrence) - for bodily injury, death and property damage arising out of any activities undertaken by Consultant in the performance of this Agreement.

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

(4) Professional Errors and Omissions Liability - 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 paragraph (c) of this Section. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of services on City's behalf until three years after the date the 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 years or by a three-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 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.

(5) Other required insurance, endorsements or exclusions as required by Exhibit A.

(6) The policies of insurance required in this Section 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), (2) and (3) 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 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 the City of Brea 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, Consultant shall furnish 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 City before Consultant commences performance. If performance of this Agreement shall extend beyond one year,

then 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.

11. Indemnification: Other than in the performance of professional services and to the fullest extent permitted by law, Consultant shall indemnify, defend and hold City, its employees, agents and officials harmless from and against their tort liability, (including liability for claims, suits, actions, expenses or costs of any kind, whether actual, alleged or threatened, actual attorney's fees incurred by City, court costs, interest or defense costs including expert witness fees), where the same arise out of, in whole or in part, the performance of the Agreement by Consultant (or any individual or entity that Consultant shall bear the legal liability thereof) and which result in bodily injury or property damage to any individual or entity, including the employees or officials of Consultant.

In addition to the foregoing, Consultant shall indemnify, defend and hold harmless City and its officials and employees from and against any and all losses, liabilities, damages, costs and expenses, including reasonable attorney's fees and costs to the extent the same are caused by the professional negligence of Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services pursuant to this Agreement.

12. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by Consultant without the prior written consent of City.

13. 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, 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 unless the default is caused by City or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions. Consultant acknowledges that such sum represents a reasonable endeavor by the parties to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by Consultant.

14. Independent Contractor: The parties agree that Consultant and its employers, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of City.

15. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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

17. Exhibits. The attached Exhibits A and B are incorporated into this Agreement by reference. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of an Exhibit, the provisions of this Agreement shall prevail.

18. 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

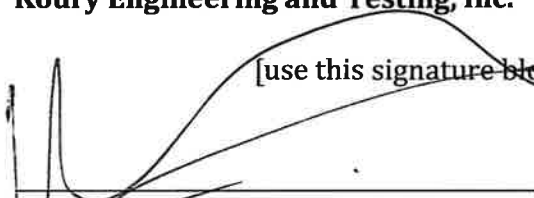
embodied herein nor any other agreement, statement, or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement shall be effective only if it is in writing signed by both parties.

**[SIGNATURES ON FOLLOWING PAGE]**



**TO EXECUTE THIS AGREEMENT,** the parties have caused their authorized representatives to sign below.

**Koury Engineering and Testing, Inc.**

  
Signature  
Nicole Miller  
Printed Name

[use this signature block if Consultant is a corporation]

  
Signature  
Damian Becerra  
Printed Name

☐ Chairperson ☐ President ☒ Vice President

☐ Secretary ☐ Asst. Secretary  
☐ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

[use this signature block if Consultant is a limited liability company]

\_\_\_\_\_  
Manager  
  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Manager  
  
\_\_\_\_\_  
Printed Name

[Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

**City of Brea**

\_\_\_\_\_  
Mayor

## **PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement ("Agreement") is dated **January 21, 2020** for reference purposes and is executed by the City of Brea, a California municipal corporation ("City") and **Leighton Consulting, Inc.** ("Consultant").

### **RECITALS**

A. City has issued a Request for Proposal pertaining to the performance of the following professional services: As-Needed Engineering Design Service for various capital improvement projects on an "as-needed" basis. A full, true and correct copy of such solicitation is attached as Exhibit A.

B. Consultant has submitted a proposal for the performance of such services. A full, true and correct copy of such proposal is attached as Exhibit B.

C. The parties have executed this Agreement to provide for Consultant's performance of such services on City's behalf.

**NOW, THEREFORE**, the parties agree as follows:

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

(a) **Tasks:** Professional services as described in Exhibit A including (i) preparation of plans, maps, reports, and documents (collectively, "documents"); and (ii) presentation, both oral and in writing, of such documents to City as required.

(b) **Services:** Such professional services as are necessary to be performed by Consultant in order to complete the assigned Tasks. Consultant will provide services on an "as-needed" (on-call) basis for projects to be determined during the term of this Agreement.

(c) Completion of Tasks: The date of completion of all assigned Tasks, including any and all procedures, documents, meetings and oral presentations regarding the completion of Tasks as set forth in Exhibits A.

2. Term:

(a) Base Term: This Agreement is effective as of **January 21, 2020** and shall remain in full force and effect until **January 21, 2021** unless earlier extended pursuant to paragraph (b) or (c) of this Section, or unless terminated pursuant to Section 8 below.

(b) Extension Options: City shall have three options by which it may extend the term of this Agreement by one year at a time in its sole discretion. The extension options may be exercised sequentially or concurrently. To exercise an extension option, City shall give written notice to Consultant at least 30 days prior to the then-scheduled expiration date.

(c) Unfinished Tasks: If one or more Tasks will remain unfinished at the expiration of this Agreement, then, at City's sole discretion, the term of this Agreement may be extended to allow Consultant to complete such Task(s).

3. Consultant Responsibilities:

(a) Consultant shall undertake and complete the assigned Tasks in accordance with Exhibit A and applicable laws, all to the reasonable satisfaction of City.

(b) Consultant shall supply copies of all documents including all supplemental technical documents, in accordance with Exhibit A. City may thereafter review and forward to Consultant comments regarding such documents and Consultant shall thereafter make such revisions to such documents as are deemed necessary. City shall receive revised documents in such form and in the quantities determined necessary by City.

(c) Consultant shall, at its 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 warrants that such persons shall be fully qualified to perform the services. Consultant further agrees that no subcontractor shall be retained by Consultant except as may otherwise be set forth in Exhibit B and upon the prior written approval of City.

4. Compensation:

(a) City shall pay Consultant pursuant to the provisions of Exhibit B for services performed pursuant to this Agreement. Such sum(s) shall cover the costs of all staff time and all other direct and indirect costs or fees, including the work of employees and subcontractors to Consultant, except as may otherwise be set forth in Exhibit B.

(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 receipt by City. All charges shall be in accordance with Consultant's proposal either with respect to hourly rates, time and materials, or lump sum amounts for individual tasks, as approved, in writing, by City.

(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. Final payment shall be made not later than 60 days after presentation of final documents and acceptance by City.

(d) Additional services: Payments for additional services, requested in writing by City and not included in Consultant's proposal, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in Exhibit B. Charges for additional services shall

be invoiced on a monthly basis and shall be paid by City within a reasonable time after invoices are received by City.

(e) Rate Changes: The fee schedule in Exhibit B shall not be revised during the term of the Contract (including any extension periods) without prior approval by CITY's City Council.

5. Annual Compensation Limit:

(a) Base Term Limit: In no event shall Consultant, or any person claiming by or through Consultant, be paid an aggregate amount in excess of three hundred thousand dollars (\$50,000) during a single year of the term of this Agreement.

(b) Developer-Reimbursed Cost Exclusion: Developer-reimbursed costs associated with Tasks performed for private development projects are not subject to the annual compensation limit and shall not be considered in any calculation of unspent allocation.

6. City Responsibilities: City shall provide to Consultant:

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

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

(c) Such information as is generally available from City files applicable to the Tasks.

(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.

7. Ownership of Documents: All documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Consultant pursuant to this Agreement shall be considered the property of City and, upon payment for services performed by Consultant, such documents and other identified materials shall be delivered to City by Consultant. Consultant may, however, make and retain copies of such documents and materials as Consultant may desire.

8. Termination: If Consultant breaches this Agreement and fails to cure such breach within seven days of written notice, then City may immediately terminate this Agreement for cause. City may terminate this Agreement for convenience upon 15 days prior written notice to Consultant. Consultant shall not be compensated for any work performed after City's issuance of a Notice of Termination. Consultant shall provide to City any and all documents, whether in draft or final form, prepared by Consultant as of the date of termination. Consultant may not terminate this Agreement except for cause.

9. Notices and Designated Representatives: Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail or facsimile before or during the receiving party's regular business hours; (b) the business day after delivery, if delivered by e-mail or facsimile after the receiving party's regular business hours; or (c) on the second business day following deposit in the United States mail, postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:



CITY REPRESENTATIVE

Michael S. Ho, PE  
Deputy Director of Public Works/City Engineer  
1 Civic Center Circle  
Brea, CA 92821  
[michaelh@cityofbrea.net](mailto:michaelh@cityofbrea.net)

CONSULTANT REPRESENTATIVE

Vincent Ip, PE, GE  
Leighton Consulting, Inc.  
17784 Cowan  
Irvine, CA 92614  
[vip@leightongroup.com](mailto:vip@leightongroup.com)

10. Insurance: Consultant shall not commence work under this Agreement until it has obtained all insurance required hereunder in a company or companies acceptable to City, nor shall Consultant allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. Consultant shall take out and maintain at all times during the term of this Agreement the following policies of insurance:

(a) Compensation insurance: Before beginning work, Consultant shall furnish to City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom Consultant may employ directly or through subcontractors in carrying out the services, in accordance with the laws of the State of California. 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 Labor Code Section 3700, every contractor shall secure the payment of compensation to its 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 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 - - or - -:

(2) (Alternative to Commercial General Liability) - Comprehensive, broad form General Public Liability (occurrence) - for bodily injury, death and property damage arising out of any activities undertaken by Consultant in the performance of this Agreement.

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

(4) Professional Errors and Omissions Liability - 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 paragraph (c) of this Section. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of services on City's behalf until three years after the date the 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 years or by a three-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 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.

(5) Other required insurance, endorsements or exclusions as required by Exhibit A.

(6) The policies of insurance required in this Section 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), (2) and (3) 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 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 the City of Brea 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, Consultant shall furnish 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 City before Consultant commences performance. If performance of this Agreement shall extend beyond one year,

then 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.

11. Indemnification: Other than in the performance of professional services and to the fullest extent permitted by law, Consultant shall indemnify, defend and hold City, its employees, agents and officials harmless from and against their tort liability, (including liability for claims, suits, actions, expenses or costs of any kind, whether actual, alleged or threatened, actual attorney's fees incurred by City, court costs, interest or defense costs including expert witness fees), where the same arise out of, in whole or in part, the performance of the Agreement by Consultant (or any individual or entity that Consultant shall bear the legal liability thereof) and which result in bodily injury or property damage to any individual or entity, including the employees or officials of Consultant.

In addition to the foregoing, Consultant shall indemnify, defend and hold harmless City and its officials and employees from and against any and all losses, liabilities, damages, costs and expenses, including reasonable attorney's fees and costs to the extent the same are caused by the professional negligence of Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services pursuant to this Agreement.

12. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by Consultant without the prior written consent of City.

13. 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, 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 unless the default is caused by City or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions. Consultant acknowledges that such sum represents a reasonable endeavor by the parties to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by Consultant.

14. Independent Contractor: The parties agree that Consultant and its employers, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of City.

15. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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

17. Exhibits. The attached Exhibits A and B are incorporated into this Agreement by reference. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of an Exhibit, the provisions of this Agreement shall prevail.

18. 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 both parties.

**[SIGNATURES ON FOLLOWING PAGE]**

**TO EXECUTE THIS AGREEMENT**, the parties have caused their authorized representatives to sign below.

**Leighton Consulting, Inc.**

[use this signature block if Consultant is a corporation]

Signature

Kris R. Lutton

Printed Name

Signature

Joseph A. Dean

Printed Name

☐ Chairperson ☐ President ☒ Vice President

☒ Secretary ☐ Asst. Secretary  
☐ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

[use this signature block if Consultant is a limited liability company]

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Manager

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

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

[Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

**City of Brea**

\_\_\_\_\_  
Mayor

**SECTION IV**

**PROFESSIONAL SERVICES AGREEMENT**

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated **January 21, 2020** for reference purposes and is executed by the City of Brea, a California municipal corporation ("City") and **United-Heider Inspection Group.** ("Consultant").

### RECITALS

A. City has issued a Request for Proposal pertaining to the performance of the following professional services: As-Needed Engineering Design Service for various capital improvement projects on an "as-needed" basis. A full, true and correct copy of such solicitation is attached as Exhibit A.

B. Consultant has submitted a proposal for the performance of such services. A full, true and correct copy of such proposal is attached as Exhibit B.

C. The parties have executed this Agreement to provide for Consultant's performance of such services on City's behalf.

**NOW, THEREFORE**, the parties agree as follows:

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

(a) **Tasks:** Professional services as described in Exhibit A including (i) preparation of plans, maps, reports, and documents (collectively, "documents"); and (ii) presentation, both oral and in writing, of such documents to City as required.

(b) **Services:** Such professional services as are necessary to be performed by Consultant in order to complete the assigned Tasks. Consultant will provide services on an "as-needed" (on-call) basis for projects to be determined during the term of this Agreement.

(c) Completion of Tasks: The date of completion of all assigned Tasks, including any and all procedures, documents, meetings and oral presentations regarding the completion of Tasks as set forth in Exhibits A.

2. Term:

(a) Base Term: This Agreement is effective as of **January 21, 2020** and shall remain in full force and effect until **January 21, 2021** unless earlier extended pursuant to paragraph (b) or (c) of this Section, or unless terminated pursuant to Section 8 below.

(b) Extension Options: City shall have three options by which it may extend the term of this Agreement by one year at a time in its sole discretion. The extension options may be exercised sequentially or concurrently. To exercise an extension option, City shall give written notice to Consultant at least 30 days prior to the then-scheduled expiration date.

(c) Unfinished Tasks: If one or more Tasks will remain unfinished at the expiration of this Agreement, then, at City's sole discretion, the term of this Agreement may be extended to allow Consultant to complete such Task(s).

3. Consultant Responsibilities:

(a) Consultant shall undertake and complete the assigned Tasks in accordance with Exhibit A and applicable laws, all to the reasonable satisfaction of City.

(b) Consultant shall supply copies of all documents including all supplemental technical documents, in accordance with Exhibit A. City may thereafter review and forward to Consultant comments regarding such documents and Consultant shall thereafter make such revisions to such documents as are deemed necessary. City shall receive revised documents in such form and in the quantities determined necessary by City.

(c) Consultant shall, at its 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 warrants that such persons shall be fully qualified to perform the services. Consultant further agrees that no subcontractor shall be retained by Consultant except as may otherwise be set forth in Exhibit B and upon the prior written approval of City.

4. Compensation:

(a) City shall pay Consultant pursuant to the provisions of Exhibit B for services performed pursuant to this Agreement. Such sum(s) shall cover the costs of all staff time and all other direct and indirect costs or fees, including the work of employees and subcontractors to Consultant, except as may otherwise be set forth in Exhibit B.

(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 receipt by City. All charges shall be in accordance with Consultant's proposal either with respect to hourly rates, time and materials, or lump sum amounts for individual tasks, as approved, in writing, by City.

(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. Final payment shall be made not later than 60 days after presentation of final documents and acceptance by City.

(d) Additional services: Payments for additional services, requested in writing by City and not included in Consultant's proposal, shall be paid on a reimbursement basis in accordance with the fee schedule set forth in Exhibit B. Charges for additional services shall



be invoiced on a monthly basis and shall be paid by City within a reasonable time after invoices are received by City.

(e) Rate Changes: The fee schedule in Exhibit B shall not be revised during the term of the Contract (including any extension periods) without prior approval by CITY's City Council.

5. Annual Compensation Limit:

(a) Base Term Limit: In no event shall Consultant, or any person claiming by or through Consultant, be paid an aggregate amount in excess of three hundred thousand dollars (\$50,000) during a single year of the term of this Agreement.

(b) Developer-Reimbursed Cost Exclusion: Developer-reimbursed costs associated with Tasks performed for private development projects are not subject to the annual compensation limit and shall not be considered in any calculation of unspent allocation.

6. City Responsibilities: City shall provide to Consultant:

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

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

(c) Such information as is generally available from City files applicable to the Tasks.

(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.

7. Ownership of Documents: All documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Consultant pursuant to this Agreement shall be considered the property of City and, upon payment for services performed by Consultant, such documents and other identified materials shall be delivered to City by Consultant. Consultant may, however, make and retain copies of such documents and materials as Consultant may desire.

8. Termination: If Consultant breaches this Agreement and fails to cure such breach within seven days of written notice, then City may immediately terminate this Agreement for cause. City may terminate this Agreement for convenience upon 15 days prior written notice to Consultant. Consultant shall not be compensated for any work performed after City's issuance of a Notice of Termination. Consultant shall provide to City any and all documents, whether in draft or final form, prepared by Consultant as of the date of termination. Consultant may not terminate this Agreement except for cause.

9. Notices and Designated Representatives: Any notices, invoices, or other documents related to this Agreement shall be deemed received on: (a) the day of delivery, if delivered by hand during the receiving party's regular business hours or by e-mail or facsimile before or during the receiving party's regular business hours; (b) the business day after delivery, if delivered by e-mail or facsimile after the receiving party's regular business hours; or (c) on the second business day following deposit in the United States mail, postage prepaid, to the addresses listed below, or to such other addresses as the parties may, from time to time, designate in writing. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this Agreement:

CITY REPRESENTATIVE

Michael S. Ho, PE  
Deputy Director of Public Works/City Engineer  
1 Civic Center Circle  
Brea, CA 92821  
[michaelh@cityofbrea.net](mailto:michaelh@cityofbrea.net)

CONSULTANT REPRESENTATIVE

Kevin Ramirez  
United-Heider Inspection Group  
14457 Meridian Parkway  
Riverside, CA 92508  
[KRamirez@united-heider.com](mailto:KRamirez@united-heider.com)

10. Insurance: Consultant shall not commence work under this Agreement until it has obtained all insurance required hereunder in a company or companies acceptable to City, nor shall Consultant allow any subcontractor to commence work on its subcontract until all insurance required of the subcontractor has been obtained. Consultant shall take out and maintain at all times during the term of this Agreement the following policies of insurance:

(a) Compensation insurance: Before beginning work, Consultant shall furnish to City a certificate of insurance as proof that it has taken out full compensation insurance for all persons whom Consultant may employ directly or through subcontractors in carrying out the services, in accordance with the laws of the State of California. 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 Labor Code Section 3700, every contractor shall secure the payment of compensation to its 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 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 - - or - -:

(2) (Alternative to Commercial General Liability) - Comprehensive, broad form General Public Liability (occurrence) - for bodily injury, death and property damage arising out of any activities undertaken by Consultant in the performance of this Agreement.

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

(4) Professional Errors and Omissions Liability - 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 paragraph (c) of this Section. If a "claims made" policy is provided, such policy shall be maintained in effect from the date of performance of services on City's behalf until three years after the date the 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 years or by a three-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 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.

(5) Other required insurance, endorsements or exclusions as required by Exhibit A.

(6) The policies of insurance required in this Section 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), (2) and (3) 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 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 the City of Brea 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, Consultant shall furnish 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 City before Consultant commences performance. If performance of this Agreement shall extend beyond one year,



then 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.

11. Indemnification: Other than in the performance of professional services and to the fullest extent permitted by law, Consultant shall indemnify, defend and hold City, its employees, agents and officials harmless from and against their tort liability, (including liability for claims, suits, actions, expenses or costs of any kind, whether actual, alleged or threatened, actual attorney's fees incurred by City, court costs, interest or defense costs including expert witness fees), where the same arise out of, in whole or in part, the performance of the Agreement by Consultant (or any individual or entity that Consultant shall bear the legal liability thereof) and which result in bodily injury or property damage to any individual or entity, including the employees or officials of Consultant.

In addition to the foregoing, Consultant shall indemnify, defend and hold harmless City and its officials and employees from and against any and all losses, liabilities, damages, costs and expenses, including reasonable attorney's fees and costs to the extent the same are caused by the professional negligence of Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services pursuant to this Agreement.

12. Assignment: No assignment of this Agreement or of any part or obligation of performance hereunder shall be made, either in whole or in part, by Consultant without the prior written consent of City.

13. 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, 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 unless the default is caused by City or by acts of God, acts of the public enemy, fire, floods, epidemics, or quarantine restrictions. Consultant acknowledges that such sum represents a reasonable endeavor by the parties to estimate a fair compensation for the foreseeable losses that might result from such a default in performance by Consultant.

14. Independent Contractor: The parties agree that Consultant and its employers, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of City.

15. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.

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

17. Exhibits. The attached Exhibits A and B are incorporated into this Agreement by reference. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of an Exhibit, the provisions of this Agreement shall prevail.

18. 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

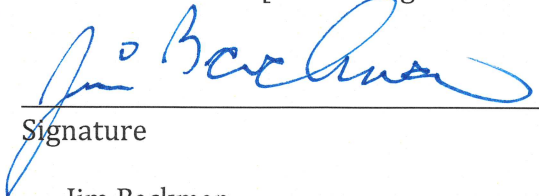
embodied herein nor any other agreement, statement, or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement shall be effective only if it is in writing signed by both parties.

**[SIGNATURES ON FOLLOWING PAGE]**

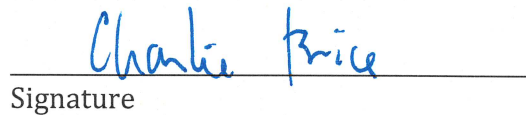
**TO EXECUTE THIS AGREEMENT**, the parties have caused their authorized representatives to sign below.

**United-Heider Inspection Group**

[use this signature block if Consultant is a corporation]

  
\_\_\_\_\_  
Signature

Jim Backman  
\_\_\_\_\_  
Printed Name

  
\_\_\_\_\_  
Signature

Charlie Brice  
\_\_\_\_\_  
Printed Name

☐ Chairperson ☐ President ☒ Vice President

☐ Secretary ☐ Asst. Secretary  
☒ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

[use this signature block if Consultant is a limited liability company]

\_\_\_\_\_  
Manager

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

\_\_\_\_\_  
Manager

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

[Pursuant to California Corporations Code Section 17703.01(d), both signature lines must be executed unless the articles of incorporation state that the firm is managed by only one manager.]

**City of Brea**

\_\_\_\_\_  
Mayor



## CITY OF BREA - RFP#2019080701

### FEE SCHEDULE

#### GEOTECHNICAL, CONSTRUCTION INSPECTION AND MATERIALS TESTING SERVICES

##### PERSONNEL RATES

###### Professional and Project Management

| Staff Type                   | Unit Rate | Unit |
|------------------------------|-----------|------|
| Geotechnical/Civil Engineer  | \$ 175.00 | Hour |
| Principal Engineer/Geologist | \$ 175.00 | Hour |
| Staff Engineer               | \$ 135.00 | Hour |
| Project Manager              | \$ 125.00 | Hour |

###### Inspectors and Technicians

| Staff Type   | Rate               | Cost |
|--|--------------------|------|
| Lead Inspector   | \$ 105.00          | Hour |
| Assistant Inspector  | \$ 100.00          | Hour |
| Soils Observation Inspection                               | \$ 98.00           | Hour |
| Reinforced Concrete/Shotcrete Inspector                    | \$ 85.00           | Hour |
| Batch Plant Inspector                                      | \$ 65.00           | Hour |
| Post-Tensioned Concrete Inspector                          | \$ 98.00           | Hour |
| Reinforcing Steel - Off-Site Sampling                      | \$ 65.00           | Hour |
| Anchor/Dowel Installation Inspection                       | \$ 85.00           | Hour |
| Masonry Placement Inspector                                | \$ 85.00           | Hour |
| Structural Steel Welding Inspection                        | \$ 90.00           | Hour |
| Structural Steel Shop Fabrication Inspection               | \$ 85.00           | Hour |
| Structural Steel Shop Fabrication Inspection - Out of Area | \$ 100.00          | Hour |
| Fiberwrap Adhesion Technician                              | \$ 100.00          | Hour |
| Firestopping Inspection                                    | \$ 110.00          | Hour |
| Proof Load Testing - Equipment Included                    | \$ 135.00          | Hour |
| Floor Flatness Technician                                  | \$ 165.00          | Hour |
| Ground Penetrating Radar                                   | \$ 175.00          | Hour |
| Non-Destructive Testing (ASNT)                             |                    |      |
| Level III Review   | \$ 110.00          | Hour |
| Magnetic Particle Testing Level II                         | \$ 95.00           | Hour |
| Ultrasonic Testing Level II                                | \$ 95.00           | Hour |
| Dye Penetrant Level II                                     | \$ 95.00           | Hour |
| Radiographic Inspection                                    | Quote Upon Request |      |
| Coring Machine Operator                                    | \$ 130.00          | Hour |
| Wood Framing Inspection                                    | \$ 85.00           | Hour |
| Laboratory Technician - Rush Testing                       | \$ 75.00           | Hour |
| Additional Inspection Services                             | Quote Upon Request |      |
| Glulam Fabrication Inspection                              | \$ 125.00          | Hour |

##### LABORATORY TESTS

###### Soils and Asphalt

| Description  | Unit Rate          | Unit |
|--|--------------------|------|
| Asphalt Content by Ignition                          | \$ 160.00          | Each |
| Burn-Off Method ASTM D6307                           | \$ 300.00          | Each |
| Bitumen Content (extraction), ASTM D2172             | \$ 200.00          | Each |
| Bitumen Content Cal 382 Ignition Furnace             | \$ 150.00          | Each |
| Gradation of Extracted Sample, ASTM C 136            | \$ 120.00          | Each |
| Maximum Theoretical Specific Gravity ASTM D2041      | \$ 175.00          | Each |
| Compaction, Modified Proctor ASTM D1557/D698         | \$ 150.00          | Each |
| Corrosivity D4972, G57, D4327, D46589M               | Quote Upon Request |      |
| Expansion Index Test UBC 29-2/ASTM D4829             | \$ 120.00          | Each |
| Liquid Limit, Plastic Limit and P.I. ASTM D4318      | \$ 75.00           | Each |
| Particle Size Analysis of Soil #4 to Fines ASTM D422 | \$ 270.00          | Each |
| Particle Size Analysis of Soil 3" to Fines ASTM D422 | \$ 75.00           | Each |
| Percent Finer than #200 Sieve ASTM D1140             | \$ 75.00           | Each |
| Sand Equivalent ASTM D2419                           | \$ 120.00          | Each |
| Sieve Analysis of Extracted Aggregate ASTM D5444     | \$ 150.00          | Each |
| Sieve Analysis, 3" to #200 Gradation ASTM C117       | \$ 95.00           | Each |
| Sieve Analysis Minus #200 by Wash ASTM D1140/C117    | \$ 65.00           | Each |
| Soil Moisture/Density In Situ Sample ASTM D1587      | \$ 65.00           | Each |
| Marshall Compaction- Lab Mix per Point ASTM D 1559   | \$ 225.00          | Each |
| Marshall Compaction Lab Mix Set of 3 ASTM D 1559     | \$ 225.00          | Each |
| Marshall Stability & Flow per Point ASTM D 1559      | \$ 50.00           | Each |
| Marshall Stability & Flow Set of 3 ASTM D 1559       | \$ 150.00          | Each |
| Water Soluble Sulfate                                | \$ 90.00           | Each |
| pH ASTM D4972  | \$ 92.00           | Each |
| "R" Value ASTM D2844/CT 301                          | \$ 225.00          | Each |
| Soil Classification ASTM D 2487                      | \$ 280.00          | Each |

###### Concrete and Aggregate Tests

| Description   | Unit Rate | Unit |
|---|-----------|------|
| Specific Gravity & Absorption Coarse Agg. ASTM C127   | \$ 100.00 | Each |
| Specific Gravity & Absorption Fine Agg. ASTM C128     | \$ 100.00 | Each |
| Lightweight Concrete Unit Weight ASTM C495            | \$ 35.00  | Each |
| Sieve Analysis, Coarse Aggregate ASTM C136            | \$ 100.00 | Each |
| Sieve Analysis, Fine Agg #4 to #200 ASTM C117/C136    | \$ 100.00 | Each |
| L.A. Rattler, ASTM C131 or C535/Cal 211               | \$ 300.00 | Each |
| Unit Weight of Aggregates, ASTM C29                   | \$ 120.00 | Each |
| Moisture Content of Aggregate ASTM C29                | \$ 70.00  | Each |
| Concrete  |           |      |
| Shrinkage, set of 3, ASTM C157                        | \$ 370.00 | Each |
| Compression Cylinders ASTM C39                        | \$ 30.00  | Each |
| Compression, 3X6 Cylinders Lightweight ASTM C495      | \$ 35.00  | Each |
| Compression, 2X2 Cubes, each age, ASTM C109           | \$ 24.00  | Each |
| Concrete Core Compression ASTM C42                    | \$ 45.00  | Each |
| Shotcrete Core Compression ASTM C42                   | \$ 50.00  | Each |
| Splitting Tensile, 6X12 Cylinders, ASTM C496          | \$ 75.00  | Each |
| Unit Weight of Concrete Cylinders, ASTM C567          | \$ 45.00  | Each |
| Unit Weight of Lightweight ASTM C495                  | \$ 55.00  | Each |
| Flexural Strength of Concrete, ASTM C78 or C495       | \$ 50.00  | Each |
| Moisture Vapor Emission - Calcium Chloride ASTM F1869 | \$ 45.00  | Each |
| Relative Humidity in Concrete ASTM F2170              | \$ 60.00  | Each |

###### Masonry Tests

| Description                                     | Unit Rate | Unit |
|---|-----------|------|
| Grout Prism - Compression Test ASTM C1019       | \$ 10.00  | Each |
| Compression, Mortar Cylinders, ASTM C39         | \$ 30.00  | Each |
| Compression, Grout Cylinders, ASTM C39          | \$ 30.00  | Each |
| Compression, Masonry Core, ASTM C140            | \$ 75.00  | Each |
| Shear, Masonry Core, CCR Title 24               | \$ 100.00 | Each |
| Epoxy Grout 2x2x2 Cube Compression ASTM C579    | \$ 35.00  | Each |
| Masonry Composite Prism Compression ASTM C1314  | \$ 160.00 | Each |
| Masonry Unit Compression Net Area ASTM C140     | \$ 85.00  | Each |
| Absorption & Moisture of Block ASTM C140        | \$ 120.00 | Each |
| Dimensional Measurement-Masonry Units ASTM C140 | \$ 75.00  | Each |
| Masonry Unit Compression Gross Area ASTM C140   | \$ 110.00 | Each |

###### Reinforcing Steel Tests

| Description                           | Unit Rate | Unit |
|---------------------------------------|-----------|------|
| Bend Test of Rebar #11 ASTM A370      | \$ 100.00 | Each |
| Bend Test of Rebar #14 ASTM A370      | \$ 170.00 | Each |
| Bend Test of Rebar #3 - #10 ASTM A370 | \$ 50.00  | Each |
| Tensile #11 Rebar ASTM A370           | \$ 100.00 | Each |
| Tensile #14 Rebar ASTM A370           | \$ 170.00 | Each |
| Tensile Test #3 - #10 ASTM A370       | \$ 50.00  | Each |

###### Structural Steel Tests

| Description  | Unit Rate          | Unit |
|--|--------------------|------|
| Hardness Test, Brinell ASTM E 10                     | \$ 30.00           | Each |
| High Strength Bolts/Nuts/Washer Compliance Test ASTM | \$ 300.00          | Each |
| Chemical Analysis                                    | Quote Upon Request |      |
| Tensile Strength                                     | \$ 275.00          | Each |
| Bolts Proof Load or Ultimate                         | \$ 115.00          | Each |
| Nuts Proof Load                                      | \$ 60.00           | Each |
| Washers Proof Load                                   | \$ 60.00           | Each |
| Hardness (Rockwell)                                  | \$ 60.00           | Each |
| Weldment Testing (Mild Steel Not Over 1" Thick)      |                    |      |
| Transverse Tensile                                   | \$ 120.00          | Each |
| Transverse Side Bend                                 | \$ 80.00           | Each |
| Transverse Root and Face Bend                        | \$ 80.00           | Each |
| Macroetch  | \$ 80.00           | Each |
| 0.505" Tensile Specimen                              | \$ 125.00          | Each |
| Charpy V-Notch Specimen                              | Quote Upon Request |      |



# CITY OF BREA - RFP#2019080701

## FEE SCHEDULE

### GEOTECHNICAL, CONSTRUCTION INSPECTION AND MATERIALS TESTING SERVICES

#### Prestressing Steel Tests

| Description   | Unit Rate | Unit |
|---|-----------|------|
| Yield Strength, Breaking Strength, Elongation<br>(add \$ 25.00 per test; for Modulus of Elasticity) | \$ 300.00 | Each |
| Breaking Strength Only  | \$ 195.00 | Each |

#### Fireproofing Tests

| Description   | Unit Rate | Unit |
|---|-----------|------|
| Fireproofing Adhesion / Cohesion Test Kit ASTM E736 | \$ 65.00  | Each |
| Fireproofing Density Test ASTM E605                 | \$ 75.00  | Each |

#### Miscellaneous

| Description  | Unit Rate          | Unit    |
|--|--------------------|---------|
| Pull-Off Strength of Coatings ASTM D4541                               | \$ 40.00           | Per Set |
| Tensile Properties of Polymer Matrix Composite Materials<br>ASTM D3039 | \$ 650.00          | Each    |
| Concrete Mix Design Review   | \$ 150.00          | Each    |
| Preparation of WPS, PQR, or Welder Certificate                         | \$ 150.00          | Hour    |
| Welder Qualifications  | \$ 150.00          | Hour    |
| Weld Procedure Review  | \$ 150.00          | Hour    |
| Certified Payroll Administration (If Required)                         | \$ 100.00          | Week    |
| Outside Services/Reimbursables   | Cost + 15%         |         |
| Shipping Charges   | Cost + 15%         |         |
| Parking/Tolls  | At Cost            |         |
| Deputy Inspectors  |                    |         |
| Travel Time (Beyond 75-Mile Radius of Project Site)                    | \$ 50.00           | Hour    |
| Per-diem, Including Lodging (Beyond 75-Mile Radius)                    | Quote Upon Request |         |
| Nuclear Gauge Transportation Fee (If Not Stored On-Site)               | \$ 90.00           | Day     |
| Skidmore Wilhelm - Bolt Tension Equipment                              | \$ 95.00           | Day     |
| Sample Pick-Up   | \$ 50.00           | Trip    |
| Mileage  | \$0.65             | Mile    |

#### BASIS OF CHARGES

| Description                                | Unit Rate              | Unit |
|--|------------------------|------|
| Work from 0-4 hours                        | 4-Hour Minimum Billing |      |
| Work from 4-8 hours                        | 8-Hour Minimum Billing |      |
| Work over 8 hours per day, or on Saturdays | Time and One-Half      |      |
| Work over 12 hours per day                 | Double Time            |      |
| Work on Sundays/Holidays                   | Double Time            |      |
| Show-Up Time                               | 2-Hour Minimum Billing |      |
| Shift Differential                         | \$ 10.00               | Hour |
| Same Day Callout                           | Time and One-Half      |      |

Personnel are billed in four (4) hour and eight (8) hour blocks. Work over eight (8) hours per day, the first twelve (12) hours of work on Saturday, and work over forty (40) hours per week is billed at 1.5 times the above hourly rates. Any work over twelve (12) hours on Saturdays and work performed on Sundays or holidays is billed at 2.0 times the above hourly rates. Requested services which are required to be subcontracted by United-Heider Inspection Group will be billed at cost plus fifteen percent (15%). A two (2) hour minimum is billed for cancellation of inspection personnel less than four (4) hours in advance of the scheduled inspection time. Steel fabrication shop inspection that is required at a distance greater than fifty (50) miles from our Moreno Valley, California office will have billable travel costs including, but not limited to, commercial transportation at cost plus fifteen percent (15%), vehicle mileage at the above rate, travel time at the inspector's hourly rate, and per diem expenses not to exceed \$120.00 per day. Approximately one (1) hour of engineering (registered geotechnical engineer for soils inspections and certified engineer for all other types of inspections) is billed for every forty (40) hours of field inspection time. Delinquent invoices may be subject to interest, service charges, and collection expenses, including attorney's fees, at our discretion. Interest is assessed at a rate of 0.0329% per day (12% annually) for each day the invoice is past due. The date an invoice is due is determined to be the invoice date plus thirty (30) days.

Escalation in Prevailing Wage hourly rates will be calculated using the percentage of increase issued by the State of California Director of Industrial Relations.



City of Brea

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**COUNCIL COMMUNICATION**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Bill Gallardo, City Manager  
**DATE:** 01/21/2020  
**SUBJECT:** Patrol Rifle Replacement

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**RECOMMENDATION**

Approve the agreement with ProForce Law Enforcement to provide sixty semi-automatic patrol rifles in the amount of \$62,197.07.

**BACKGROUND/DISCUSSION**

Since 2005, the Police Department has utilized rifles in the course of their law enforcement duties. Those rifles have been in service for more than 14 years and have reached the end of their service life. A patrol rifle consists of a rifle, sling, light, suppressor, backup iron sights, and an electronic red dot sight/optic. Electronic red dot sight/optics allow quick target acquisition and improved accuracy, all while allowing officers a wider field of vision. Suppressors, by design, reduce the audible signature of high velocity rounds, reducing the likelihood of permanent hearing damage to the officers. In addition to the sound signature reduction, they also reduce muzzle blast and side blast gases, which can be harmful to officers/civilians in proximity to a weapon being fired.

City Council approved a two-phase decision package at their June 19, 2018 City Council meeting to fund the replacement of these rifles. Phase One of the Decision Package (FY 2018-19 - \$84,200.00) authorized the purchase of various accessories, including electronic sights, lights, suppressors, and racks. The Police Department purchased most of those accessories last fiscal year. The Police Department carried over a small amount of the original funding to facilitate purchasing the remaining accessories this fiscal year. Phase Two of the Decision Package (FY 2019-20 - \$97,950.00) authorized the purchase of 60 new rifles.

Over two years ago, the Police Department tested several rifles from different manufacturers. Initially, the Police Department determined that the Sig Sauer MCX rifle best suited the needs of the department. However, since the time of testing and evaluation, another Orange County law enforcement agency purchased and deployed the Sig Sauer MCX Rifle. That agency discovered functional problems with the rifle. This, coupled with publicly documented factory recalls and redesigns of the proprietary operating system of the rifle, caused the Police Department to re-evaluate the selection of that rifle. Additional testing and evaluation yielded a superior alternative, the Daniel Defense DDM4 V7S rifle. In addition to meeting the Police Department's needs, a version of this rifle system is also currently in use by partner agencies on the North County SWAT Team, including La Habra Police Department and Fullerton Police Department. Additionally, the Santa Ana Police Department and Chino Police Department recently adopted this rifle for their patrol duty use. None of these partner agencies have reported issues with the

functionality of the rifle.

The Daniel Defense DDM4-V7S rifles are manufactured in the United States and are sold commercially as semi-automatic modern sporting rifles that were explicitly designed and marketed for the civilian and law enforcement markets. They are not available to, nor in service with, any branch of the US Military. This style of rifle is the dominant rifle in service with law enforcement agencies across the country, and is in use among southern California agencies. Therefore, the rifle platform, parts, and magazines are compatible with local partner agencies, thus offer inter-agency compatibility in the case of a large-scale, multi-jurisdictional incident.

To facilitate the purchase of the rifles, the Police Department developed specifications and the City's Purchasing Division solicited competitive offers from qualified vendors. A notable condition specified in the RFB was the trade-in of the Police Department's current rifles. Because of the legal requirements for sale (or trade-in) of used firearms, these weapons cannot be sold through traditional auction sales. For this reason, these items were listed as trade-ins so that the vendor handling the sale of the new rifles was also the vendor handling the trade-in of the existing rifles. The RFB included the purchase of 60 new rifles and credit for the trade-in of existing rifles.

Four vendors submitted offers by the October 22, 2019 deadline. All of the bid amounts included the trade-ins. Each of the bidders were required to provide copies of their Federal Firearms License, an authorization letter from the manufacturer that they were authorized to sell the firearms to the Brea Police Department, and to comply with the specifications, terms, and conditions of the RFB.

| <b>Bidder</b>            | <b>Bid Amount</b> |
|--------------------------|-------------------|
| Proforce Law Enforcement | \$62,197.07       |
| Adamson Police Products  | \$68,523.75       |
| Clyde Armory, Inc.       | \$71,988.28       |
| LC Action Police Supply  | \$78,173.79       |

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

The Finance Committee reviewed staff's recommendation at their January 14, 2020 meeting and recommended to proceed.

**FISCAL IMPACT/SUMMARY**

The approved Fiscal Year 2019-20 Budget has sufficient funding available in the General Fund (110) for this purchase.

Several factors, including the lower cost of the Daniels Defense rifle compared to the Sig Sauer MCX rifle and a higher than expected trade-in offer for the Police Department's existing rifles yielded a significantly lower final bid amount resulting in a net savings of \$35,752.93 from the budgeted amount.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager  
Prepared by: Adam Hawley, Captain  
Concurrence: John Burks, Chief

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**Attachments**

Proforce Quote

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Offer and Acceptance

I. OFFER made by Contractor to the City of Brea:

I, the undersigned, hereby represent and warrant that I am authorized to submit this Offer on behalf of and to bind the principals who I represent to all the requirements of the City of Brea's Terms & Conditions, Specifications, Scope or Work, any attachments, exhibits, amendments; and I offer and agree to those requirements at the prices set forth in Exhibit B-Compensation. Further, I understand that no contract exists unless City accepts this Offer by signing below.

Business Name: PROFORCE LAW ENFORCEMENT

Federal ID# 86-1022874

Fed. Firearms License Lic.#: 9-86-025-01-06 Exp Date: 7/1/2020

Business Type ☐ Individual/Sole Proprietor ☐ Partnership ☐ Limited Liability Company  
(Contractor select one) ☒ Corporation (requires two signatures) ☐ Other

Address: 2625 STEARNARD STE A

City, State, Zip: Prescott AZ 86301

Printed Name & Title: Beth Meisheid Contract Specialist

Phone & Email: 928-776-7192 beth.meisheid@proforceonline.com

Signature(s): [Signature] Date: 10/8/19  
(principal)

Signature(s): [Signature] Date: 10/8/19  
(2<sup>nd</sup> Signature required if corp)

II. ACCEPTANCE of Offer by the City of Brea:

I, the undersigned, hereby represent and warrant that I am authorized to accept Offer on behalf of and to bind City of Brea and I accept the Offer accordingly. Contractor is now bound to furnish all requirements set forth in Contractor's Offer. Contractor is cautioned not to begin work until a written notice to proceed or purchase order is received from City.

City of Brea, a California Municipal Corporation

Mailing Address: 1 Civic Center Circle

City, State, Zip: Brea California 92821

Printed Name & Title: Christine Marick, Mayor

Authorized Signature: \_\_\_\_\_ Date \_\_\_\_\_

III. Attestation (if total contract value exceeds \$25,000 or \$200,000 for Public Works projects)

Printed Name & Title: Lillian Harris-Neal, City Clerk

Authorized Signature: \_\_\_\_\_ Date \_\_\_\_\_

[Signature]

**EXHIBIT A  
SPECIFICATIONS**

**I. Specifications**

**A. New Products.**

Daniel Defense SBR Custom Rifles: Model DDM4 V7S 11.5" Barrel (no substitutes, no alternates for this Solicitation).

All items furnished shall be new, of good workmanship, in full accordance with the specifications, and free of defects. If any product delivered shows evidence of shipping damage or defects, does not meet applicable specifications, or does not perform to the manufacturer standards, City shall reject same. Contractor will refund money which has been paid and bear all costs of removal and return of the products. Detailed descriptions and quantities are shown on the Price Sheet.

**B. Trade-ins.**

HK: Model G36-K 12" barrel 5.56 Semi-Automatic Trigger Group Rifles

HK: Model G36-C 9" barrel 5.56 Semi-Automatic Trigger Group Rifles.

Above items are as-is and where-is. The items are currently in service and in good working condition. Detailed descriptions and quantities are shown on the Price Sheet.

**II. Shipper, Delivery, Pickups, Warranty Requirements**

**A. Shipper Requirements.** Comply with all applicable all federal, state and local laws including, but not limited to packaging, shipping, recipient, and age restrictions for transportation, delivery, and pickup of firearms.

**B. New Products Delivery.** Deliver new products within five working days after receipt of Items from manufacturer directly to City of Brea Police Department Range Master, 1 Civic Center Circle, Brea CA 92821. Upon receipt of new products, title will transfer to the City of Brea.

**C. Trade-ins Pickup.** Pick up the trade-ins within 10 working days of notification from the Range Master. Contractor will transfer and comply with all applicable NFA and ATF rules. Pick up may be staged over two to three months to allow time for Police Officers to be trained on new products. Upon pickup of trade-ins, title will transfer to Contractor.

**D. Warranty Services.** Provide warranty service for the entire manufacturer's warranty period.

End of Exhibit A

**EXHIBIT B  
COMPENSATION**

**I. Quantities**

- A. Quantities ordered may vary based on bid prices, selected options, and funding.
- B. City reserves the right to order additional quantities for up to 90 calendar days after initial award based on Vendor's willingness to hold their unit prices. Delivery costs may vary for additional quantities based on order size and delivery method.

**II. Pricing**

- A. **Unit Price:** include all costs in the unit price except sales tax and delivery costs. Unit prices will remain fixed regardless of actual ordered quantities.
- B. **Sales Tax:** add 7.75% sales tax to the total of unit prices and to delivery if using vendor truck. Sales tax does not apply to trade-ins.
- C. **Delivery Costs:** include all associated delivery costs (inbound and outbound).
- D. **Trade-ins:** include the unit trade-in price for each model listed except for pickup costs. Unit prices will remain fixed regardless of actual picked up quantities.
- E. **Pickup Costs:** include all associated pickup costs (prepping, shipping, etc.).
- F. **Fixed Prices:** applies to all items for 90 calendar days after bid closing through final delivery.
- G. **Miscellaneous Costs:** include any other costs associated with providing or picking up the items.
- H. **Additional Charges:** none; any charges not included above will be disallowed.

**III. Invoices, Payments, and Accounting Requirements**

- A. **Invoices.** Submit invoices in arrears, after Items have been received by City. The responsibility for providing an acceptable invoice to CITY for payment rests with CONTRACTOR. Incomplete or incorrect invoices are not acceptable and will be returned to CONTRACTOR for correction.
- B. **Payments.** CITY will make payment in net 30 days after receipt of an undisputed invoice in a format acceptable to CITY. Payments made by the CITY shall not preclude the right of the CITY from thereafter disputing any *Items* involved or billed to City and shall not be construed as acceptance of any such Items.
- C. **Accounting Records.** For a period of three (3) years after termination or expiration of this Agreement, CONTRACTOR shall maintain all accounting and financial records related to this Agreement, including, but not limited to, records of CONTRACTOR's costs *Items* provided under this Agreement and shall keep and make the records available for inspection and audit by representatives of the CITY upon reasonable written notice.

End of Exhibit B



Price Sheet

| Item | Description  | Qty* | Unit | Price      | Total        |
|------|--|------|------|------------|--------------|
| 1    | <b>New Products:</b><br>Daniel Defense SBR Custom Rifles:<br>Model DDM4 V7S 11.5" Barrel<br>CUSTOM SBR<br>V7S 11.5"<br>10.0" M-LOK HANDGUARD<br>AMBI SELECTOR<br>LAW TACTICAL SID6-FOLDING<br>ADAPTER<br>SUREFIRE WARCOMP (Closed Tine)<br>MAGPUL MBUS PRO SIGHTS<br>B5 System Stock and Pistol Grip<br>Manufacturer's Standard Warranty | 60   | Each | \$ 1650.38 | \$ 99022.80  |
| 2    | Sales Tax (7.75% tax on line 1)  |      |      |            | \$ 7674.27   |
| 3    | Delivery Costs (total for line 1)  |      |      |            | \$ 0.00      |
| 4    | Miscellaneous Costs for Trade-ins  |      |      |            | \$ N/A       |
| A    | <b>Subtotal (add lines 1 through 4)</b>  |      |      |            | \$ 106697.07 |
| 5    | <b>Trade-ins:</b><br>HK: Model G36-K 12" barrel 5.56 Semi-Automatic Trigger Group Rifles   | 40*  | Each | \$ -890.00 | \$ -35600.00 |
| 6    | <b>Trade-ins:</b><br>HK: Model G36-C 9" barrel 5.56 Semi-Automatic Trigger Group Rifles  | 10*  | Each | \$ -890.00 | \$ -8900.00  |
| 7    | <b>Subtotal (Add lines 5 and 6)</b>  |      |      |            | \$ -44500.00 |
| 8    | Pickup Services (total for lines 7)  |      |      |            | \$ NA        |
| 9    | Miscellaneous Costs for Trade-ins  |      |      |            | \$ N/A       |
| B    | <b>Subtotal (Add lines 7 through 10)</b>   |      |      |            | \$ 0.00      |
| C    | <b>Total (Subtract Line B from line A)</b>   |      |      |            | \$ 62197.07  |

Attach a price list for accessories for Item #1.

ITEMS COMING FROM MANUFACTURER.  
PRICE (INDIVIDUAL) NOT PROVIDED  
Authorized Distributor of Daniel Defense

EXHIBIT C  
GENERAL PROVISIONS

I. Standard Requirements

- A. **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 CONTRACTOR without the prior written consent of CITY.
- B. **Compliance with Law.** CONTRACTOR shall forthwith undertake and complete the Items in accordance with Exhibit A attached to this Agreement and all in accordance with Federal, State and CITY statutes, regulations, ordinances and guidelines all to the reasonable satisfaction of CITY.
- C. **Confidentiality.** 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.
- D. **Excusable Delays.** Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations enacted after the Effective Date, riots, acts of war, or any other conditions beyond the reasonable control of a party.
- E. **Independent Contractor.** CONTRACTOR is retained by CITY only to the extent set forth in this Agreement, and the CONTRACTOR's relationship to the CITY is that of an independent contractor. CONTRACTOR shall be free to dispose of all portions of CONTRACTOR's time and activities which CONTRACTOR is not obligated to devote to the CITY in such a manner and to such persons, firms, or corporations as the CONTRACTOR 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 CONTRACTOR or any of the CONTRACTOR's employees, except as set forth in this Agreement. CONTRACTOR 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. CONTRACTOR 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. CONTRACTOR 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. CONTRACTOR agrees to pay all required taxes on amounts paid to CONTRACTOR 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. CONTRACTOR shall fully comply with the workers' compensation law regarding CONTRACTOR and CONTRACTOR's employees. CONTRACTOR further agrees to indemnify and hold CITY harmless from any failure of CONTRACTOR to comply with applicable workers' compensation laws. CITY shall have the right to offset against the amount of any fees due to CONTRACTOR under this Agreement any amount due to CITY from CONTRACTOR as a result of CONTRACTOR's failure to promptly pay to CITY any reimbursement or indemnification arising under this Section.

City of Brea

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**COUNCIL COMMUNICATION**

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

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** A RESOLUTION, 1) AMENDING THE CITY'S CLASSIFICATION PLAN BY ADDING TWO NEW JOB DESCRIPTIONS OF GOLF COURSE SPECIALIST, AND RECYCLING COORDINATOR; 2) AMENDING THE PART-TIME EMPLOYMENT AND BENEFITS POLICY BY ADDING SALARIES FOR THE TWO NEW POSITIONS; AND; 3); AMENDING THE POSITION ALLOCATION LIST TO REFLECT THESE CHANGES IN THE PUBLIC WORKS DEPARTMENT ALONG WITH THE ADDITION OF TWO TIME-LIMITED FULL-TIME POSITIONS IN THE COMMUNITY DEVELOPMENT DEPARTMENT.

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**RECOMMENDATION**

Approve the Resolution: 1) adopting two new part-time job descriptions of Golf Course Specialist, and Recycling Coordinator; 2) amending the Part Time Employment and Benefits Policy to include salaries for the two new positions; and 3) amending the Position Allocation List to include these positions in the Public Works Department, while also adding two time-limited full time positions in the Community Development Department.

**BACKGROUND/DISCUSSION**

At the November 19, 2019, City Council meeting the City Council approved, among other things, budget adjustments to allow for modifications in staffing to reflect changes in the Public Works Department and the Community Development Department. Specifically, the City Council authorized funding in the Public Works Department for the addition of a part-time Golf Course Specialist in the Parks and Trees Division, and a part-time Recycling Coordinator in the Street Division. The Golf Course Specialist will monitor the City's contracted golf course operators by providing oversight and inspections of their work to ensure the City's quality standards are met. The Recycling Coordinator will be overseeing the Organics Recycling Program and coordinating efforts related to State recycling mandates.

At the same time, the City Council approved funding for a full-time Senior Planner position and a full-time Assistant Planner position, both for a time period not to exceed twenty four months. These positions are needed to address upcoming development related issues including Mercury Residential, the Brea Mall expansion, Brea Plaza, and the Downtown Hotel, plus future proposals such as the Downtown Theatre Buildings, the former Improv, Mercury Village, and a potential expansion of Macy's.

**FISCAL IMPACT/SUMMARY**

There is no fiscal impact associated with approving the resolution since the necessary funding was approved by the City Council at the time of the budget adjustments considered on November 19, 2019.

Based on the November 19, 2019, City Council adoption of budget adjustments authorizing two part-time and two twenty four month time-limited full-time positions, it is recommended the City Council approve the resolution: 1) adopting two new job descriptions of Golf Course Specialist, and Recycling Coordinator; 2) amending the Part Time Employment and Benefits Policy to include salaries for the two new positions; and 3) amending the Position Allocation List to include these positions in the Public Works Department, while also adding two time-limited full-time positions in the Community Development Department.

**RESPECTFULLY SUBMITTED:**

William Gallardo, City Manager

Prepared by: Doug Stevenson, Sr. Human Resources Analyst

Concurrence: Mario E. Maldonado, Human Resources Manager

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**Attachments**

Resolution

Exhibit A

Exhibit B

Exhibit C

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## RESOLUTION NO. 2020-013

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA 1) AMENDING THE EXISTING CLASSIFICATION PLAN, AS ADOPTED FOR CITY EMPLOYEES, TO INCLUDE THE CLASSIFICATION SPECIFICATIONS FOR THE POSITIONS OF GOLF COURSE SPECIALIST, AND RECYCLING COORDINATOR; 2) ESTABLISHING SALARIES FOR THESE CLASSIFICATIONS WITHIN THE PART TIME EMPLOYMENT AND BENEFITS POLICY; AND 3) AMENDING THE POSITION ALLOCATION LIST TO ADD THESE CLASSIFICATIONS ON A PART-TIME BASIS TO THE PUBLIC WORKS DEPARTMENT, AND FURTHER AMENDING THE POSITION ALLOCATION LIST TO ADD TWO TIME-LIMITED FULL-TIME POSITIONS OF SENIOR PLANNER AND ASSISTANT PLANNER TO THE COMMUNITY DEVELOPMENT 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. 2020-013**  
January 21, 2020

- (i) Amend the City's existing position classification plan to include the classification specifications for Golf Course Specialist, as attached hereto as Exhibit A and incorporated herein by reference.
- (ii) Amend the City's existing position classification plan to include the classification specifications for Recycling Coordinator, as attached hereto as Exhibit B and incorporated herein by reference.
- (iii) Amend the City's existing Part Time Employment and Benefits Policy by adding the job titles and salary ranges for Golf Course Specialist, and Recycling Coordinator with both positions having a salary range of \$30.09 per hour up to \$34.90 per hour, as attached hereto as Exhibit C and incorporated herein by reference.
- (iv) Amend the Position Allocation List for FY 2019/2020 to add one 20 hours per week Golf Course Specialist to the Parks and Trees Division of the Public Works Department, and one 20 hours per week Recycling Coordinator to the Streets Division of the Public Works Department, and one full-time 24 month funded Senior Planner, and one full-time 24 month funded Assistant Planer to the Planning Review Division of the Community Development Department.

**APPROVED AND ADOPTED** this 21st day of January 2020.

\_\_\_\_\_  
Marty Simonoff, Mayor

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

**RESO NO. 2020-013**  
January 21, 2020



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 Council of the City of Brea, held on the 21st day of January 2020 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated:\_\_\_\_\_

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

**RESO NO. 2020-013**  
January 21, 2020

## CITY OF BREA

### **GOLF COURSE SPECIALIST**

#### DEFINITION

Acts as the City's liaison with contracted professional golf course operators to coordinate, oversee, monitor, and inspect the maintenance work performed by the contractors on City of Brea golf courses; ensuring compliance with agreed upon provisions; interacting with course operators and the public to ensure facilities and landscaped areas are maintained to the highest standards; coordinate requests for services to be performed on the courses; assist with the administration of golf course maintenance budgets; and perform related duties as assigned.

#### DISTINGUISHING CHARACTERISTICS

This is an advanced journey level position in the Parks, Landscape and Trees Division of the Public Works Department and is primarily responsible for the more technically complex tasks of overseeing, site inspections, and golf course operations.

#### SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Public Works Superintendent, and/or Public Works Supervisor.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS – Duties may 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.)*

Reviews day to day maintenance work performed by contracted golf course operators in the fields of facility maintenance, landscape maintenance, mowing, tree trimming, the installation, repair, and maintenance of irrigation systems, and all aspects of golf course maintenance.

Inspects work performed to ensure maintenance plans and specifications are adhered to and that the provisions of contracts are completed as required.

Coordinates with course operations for the correction of deficiencies in work product noticed either at time of inspection or at a later date.

Receives input from customers or staff for maintenance, repair, or service level improvements, and determines proper courses of action coordinating responses with appropriate contract providers or others, if appropriate.

Evaluates contractor performance in relation to compliance with contract provisions, responsiveness, and quality of work.

CITY OF BREA  
*Golf Course Specialist (continued)*

Identifies opportunities for improving quality of services or levels of maintenance and works with the course operators to implement.

Assists with preparation of capital improvement projects for the courses.

Prepares reports, maintains work records and documentation utilizing an office computer and filing system.

QUALIFICATIONS

Knowledge of:

Principles and practices of modern golf course maintenance management.

Landscape installation, repair, and maintenance procedures.

Safe techniques utilized in fertilization and proper use of pesticides and other chemicals.

Plants and types of turfs commonly used in southern California golf courses.

Irrigation systems operations and maintenance and water conservation techniques.

Pumps, regulators, time clocks, valves, meters and other apparatus used in landscape maintenance.

Methods, techniques, and products utilized in facility maintenance.

Purposes and uses of a variety of tools, materials, and other equipment used in landscape, golf course and facility maintenance.

Report writing and record keeping methods.

Principles and practices of modern golf course maintenance budgeting.

Ability to:

Perform inspections of landscape and irrigation installation, repairs, and maintenance conducted by contractors.

Read and interpret plans, specifications, and contracts.

Interpret and explain City contracts, plans, specifications, policies and procedures.

CITY OF BREA  
*Golf Course Specialist (continued)*

Understand and carry out written and oral instructions.

Use sound judgment while making decisions that substantially satisfy the intent of plans and contracts while accommodating unanticipated circumstances that may arise in the field.

Interact effectively and courteously, and at times persuasively while maintaining effective working relationships with contractors and the public.

Estimate project labor and materials costs.

Perform basic word processing and other computer programs.

Communicate clearly and concisely, both orally and in writing.

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:

Three years serving in a responsible capacity overseeing golf course maintenance and facility maintenance.

Education:

Completion of high school or its equivalent. Specialized training, classes, and/or experience in golf course maintenance and facility maintenance is desirable.

License 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:

Read and understand technical materials, drawings, plans, specifications, reports, contracts, correspondence, memorandum, and other records.

CITY OF BREA  
*Golf Course Specialist (continued)*

Read and write reports, logs and other records.

Hear and speak to City staff, the general public, other agencies, and contractors on the telephone and in person.

Frequently stand for extended periods; frequently reach, lean, twist, turn, grasp, lift and carry, push, pull, bend, kneel, and sit.

Walk and climb to different areas to make field inspections.

Lift and carry objects weighing up to 30 pounds.

Access a variety of locations including trees, ditches, slopes, sand traps and other difficult to reach areas in order to perform a range of tasks, and inspect and confirm that contractors have performed required work.

Operate a motor vehicle for traveling to various work sites to perform inspections and other duties.

Input data into a computer, calculator, and other electronic devices.

Operate a computer keyboard, mouse, and other office equipment.

Exposure to:

Direct sunlight, heat, humidity, rain, wind, and cold while working outdoors.

Noisy equipment such as lawn mowers, chain saws, automotive and diesel engines, and various hand-held power tools.

Vehicle or machinery exhaust fumes, dust, engine grease, oils, herbicides, and pesticides.

Computer glare and vibrations and pitch of common office equipment.

## RECYCLING COORDINATOR

### DEFINITION

Under general direction, this position has responsibility for planning, organization, and implementation of City recycling and/or waste management related programs. Oversees public outreach programs, regulatory compliance, day-to-day management and implementation of specific projects, coordination with outside agencies and organizations, and data management and reporting. Supports the Administration Division including providing support for the City's commercial and residential recycling programs, works closely with residents and commercial businesses to help evaluate compliance requirements pursuant to local, state and federal recycling requirements, and performs other related duties, as assigned.

### DISTINGUISHING CHARACTERISTICS

This is an entry level single class position focused on environmental programs in the Administration Division of the Public Works Department. Assignments are generally of moderate difficulty in scale and complexity. Although the employee may work independently in completing daily tasks, technical and policy direction is provided, especially while the incumbent grows into the position.

### SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Public Works Senior Management Analyst.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS – Duties may 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, implements, oversees, and coordinates City recycling and/or waste management related outreach programs, schedules and conducts meetings, and any necessary follow-up with residents or commercial businesses.

Directs outreach, education and training to food service establishments and local food pantries, organizations, and schools, and makes public presentations to professional, commercial businesses, community and neighborhood organizations.

Establishes and implements food rescue organics diversion programs, develops marketing strategies to increase participation, and submits required reporting to Orange County Waste & Recycling and California's Department of Resources Recycling and Recovery to ensure compliance.



*CITY OF BREa*  
*Recycling Coordinator*

Coordinates community awareness programs through education and promotion of program services, develops and maintains information, outreach and educational materials including brochures, information packets, flyers, guides and other documents.

Tracks and maintains a variety of data and records, and prepares periodic reports, maintains work records and documentation utilizing an office computer and filing system.

Provides periodic review and program evaluation to ensure conformity with program guidelines, and prepares reports, correspondence, and memos.

Maintains records and prepares required reports for local agencies, acts as liaison with State and local contractors.

Develops and monitors project and program schedules and budgets.

**QUALIFICATIONS**

**Knowledge of:**

Operations and methods necessary to create successful recycling programs.

State of California laws and regulations regarding recycling requirements.

Presentation and public speaking techniques.

Effective communications and marketing techniques and strategies designed to promote community participation in environmental programs.

Report writing and record keeping methods.

Correct English usage, spelling, punctuation, and grammar.

**Ability to:**

Develop and create brochures, flyers, social media advertisements, and other educational marketing, public relations and communications programs using a variety of computer programs.

Communicate clearly and concisely, both orally and in writing.

Successfully make presentations while providing information in a clear, concise, and informative manner at public meetings, or forums that may include public and private organizations, City staff, and businesses.

*CITY OF BREA*  
*Recycling Coordinator*

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Work independently and effectively, and plan, coordinate, organize, and prioritize projects in order to meet a variety of deadlines.

Understand and carry out written and oral instructions.

Perform word processing and utilize other computer programs common to an office environment.

Work on variable shifts, or other irregular hours as assigned.

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:

One year of administrative experience working in an environmental conservation and protection capacity.

Education:

Associates of art degree or its equivalent with classes in environmental sciences or a similar field of study. A bachelors' degree is desirable.

Additional work experience may be substituted for education, at City's discretion.

License 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:

Read and write reports, logs and other records.

Hear and speak to City staff, the general public, other agencies, and contractors on the telephone and in person.

Frequently stand for extended periods; frequently reach, lean, twist, turn, grasp, lift and carry, push, pull, bend, kneel, and sit.

Operate a motor vehicle for traveling to various work sites to perform inspections and other duties.

Input data into a computer, calculator, and other electronic devices.

Operate a computer keyboard, mouse, and other office equipment.

Exposure to:

Direct sunlight, heat, humidity, rain, wind, and cold while working outdoors and visiting various locations and businesses.

Computer glare and vibrations and pitch of computers and other common office equipment.

## **PART-TIME SALARY RANGES**

Effective January 21, 2020

Resolution No.  
Updated January 21, 2020

| Hourly Pay Rate                   |                |       |       |       |       |       |       |
|-----------------------------------|----------------|-------|-------|-------|-------|-------|-------|
| Classification                    | 1              | 2     | 3     | 4     | 5     | 6     | 7     |
| *Administrative Intern            | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |
| Community Services Coordinator    | 15.38          | 15.78 | 16.18 | 16.57 | 16.99 | 17.42 | 17.84 |
| Community Services Leader         | 13.65          | 13.99 | 14.34 | 14.70 | 15.07 | 15.44 | 15.83 |
| Community Services Shuttle Driver | 18.51          | 18.97 | 19.45 | 19.93 | 20.44 | 20.93 | 21.47 |
| *Community Services Worker        | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |
| Facilities Worker                 | 13.57          | 13.92 | 14.26 | 14.60 | 15.00 | 15.36 | 15.73 |
| Golf Course Specialist            | 30.09          | 30.84 | 31.61 | 32.41 | 33.22 | 34.05 | 34.90 |
| *Lifeguard                        | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |
| Lifeguard/Instructor              | 13.65          | 13.99 | 14.34 | 14.70 | 15.07 | 15.44 | 15.83 |
| *Mail Room Stores Clerk           | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |
| *Police Cadet                     | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |
| Police Reserve Officer            | 21.73          | 22.29 | 22.85 | 23.42 | 24.00 | 24.60 | 25.22 |
| Recycling Coordinator             | 30.09          | 30.84 | 31.61 | 32.41 | 33.22 | 34.05 | 34.90 |
| *Reserve Police Officer Trainee   | 13.00          |       |       |       |       |       |       |
| Senior Community Services Leader  | 14.33          | 14.69 | 15.06 | 15.43 | 15.82 | 16.22 | 16.62 |
| Senior Lifeguard/Instructor       | 15.50          | 15.90 | 16.28 | 16.69 | 17.10 | 17.54 | 17.96 |
| *Specialist/Inspector             | 13.00 – 100.00 |       |       |       |       |       |       |
| *Technical Intern                 | 13.00          | 13.33 | 13.46 | 14.00 | 14.35 | 14.71 | 15.08 |

\* Denotes classification tied to state minimum wage

City of Brea

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**COUNCIL COMMUNICATION**

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** December Outgoing Payment Log and December 13, 20 & 27, 2019 and January 3, 10 & 17, 2020 City Check Registers - Receive and file.

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**Attachments**

December Outgoing Payment Log

12-13-19 City Check Register

12-20-19 City Check Register

12-27-19 City Check Register

01-03-20 City Check Register

01-10-20 City Check Register

01-17-20 City Check Register

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**City of Brea**  
**Outgoing Payment Log**  
**December 2019**

| Effective Date                                    | Vendor                  | Description                         | Amount                 |
|---|-------------------------|-------------------------------------|------------------------|
| <b><u>General Account Electronic payments</u></b> |                         |                                     |                        |
| 12/2/2019   | CA SDU                  | Child support payments              | 90.38                  |
| 12/2/2019   | Elavon                  | Credit card processing fees         | 746.84                 |
| 12/3/2019   | Citizens Business Bank  | Credit card processing fees         | 2,005.07               |
| 12/3/2019   | BANC OF AMERICA         | Solar Lease Debt Payment            | 153,297.61             |
| 12/5/2019   | CALPERS                 | Member retirement                   | 313,945.40             |
| 12/5/2019   | CALPERS                 | Medical payment                     | 387,058.18             |
| 12/6/2019   | IRS                     | Payroll Federal taxes               | 176,016.88             |
| 12/6/2019   | EDD                     | Payroll State taxes                 | 61,036.54              |
| 12/6/2019   | Brea Payroll            | Brea staff payroll                  | 815,384.09             |
| 12/6/2019   | Brea Payroll            | Employee deductions                 | 27,535.43              |
| 12/9/2019   | CA SDU                  | Child support payments              | 737.20                 |
| 12/11/2019  | Brea Payroll            | Employee deductions                 | 804.17                 |
| 12/12/2019  | American Express        | Credit card processing fees         | 37.18                  |
| 12/12/2019  | Brea Payroll            | Brea staff payroll                  | 57,330.75              |
| 12/12/2019  | Brea Payroll            | Employee deductions                 | 107,448.75             |
| 12/20/2019  | CALPERS                 | Member retirement                   | 214,522.65             |
| 12/20/2019  | Paymentus               | Monthly service fee                 | 5,409.00               |
| 12/20/2019  | Brea Payroll            | Brea staff payroll                  | 873,111.70             |
| 12/20/2019  | Brea Payroll            | Employee deductions                 | 148,609.91             |
| 12/20/2019  | EDD                     | Payroll State taxes                 | 56,155.15              |
| 12/20/2019  | IRS                     | Payroll Federal taxes               | 174,520.89             |
| 12/20/2019  | CA SDU                  | Child support payments              | 735.22                 |
| 12/20/2019  | BANK OF NEW YORK MELLON | 2014 Water Bond Payment             | 405,350.09             |
| 12/20/2019  | BANK OF NEW YORK MELLON | 2019 Water Bond Payment             | 348,305.04             |
| 12/23/2019  | Citizens Business Bank  | Monthly banking service fee         | 1,964.64               |
| 12/23/2019  | IRS                     | Payroll Federal taxes               | 75.76                  |
| 12/23/2019  | Union Bank              | Laif Contribution                   | 118,000.00             |
| 12/24/2019  | CALPERS                 | Member retirement                   | 216,709.25             |
| 12/24/2019  | CA Dept of Tax          | Sales tax                           | 570.15                 |
| 12/30/2019  | ILJAOB Payroll          | ILJAOB staff salary & payroll taxes | 13,206.24              |
|   |                         |                                     | <u>4,680,720.16</u>    |
| <b><u>Imprest Accounts</u></b>                    |                         |                                     |                        |
|   | Various                 | Workers Compensation Claims         | 56,151.24              |
|   | Various                 | General Liability Claims            | 44,991.68              |
|   |                         | Subtotal                            | <u>101,142.92</u>      |
|   |                         |                                     | <u>\$ 4,781,863.08</u> |



## City Check Register for: Dec 13, 2019

| Check #                            | Vendor Name              | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|------------------------------------|--------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| 182586                             | 7 STAR FOODS             | 12/13/2019 | 29246    | 110000000   | DEVELOPER FEE REFUND  | \$653.27                              |
| <b>7 STAR FOODS</b>                |                          |            |          |             |                       | <b>Total Check Amount: \$653.27</b>   |
| 182587                             | ROBERT & MONIQUE ALLARD  | 12/13/2019 | 29293    | 110000000   | DEVELOPER FEE REFUND  | \$74.50                               |
| <b>ROBERT &amp; MONIQUE ALLARD</b> |                          |            |          |             |                       | <b>Total Check Amount: \$74.50</b>    |
| 182588                             | THOMAS ALLEN             | 12/13/2019 | 29304    | 110000000   | DEVELOPER FEE REFUND  | \$285.00                              |
| <b>THOMAS ALLEN</b>                |                          |            |          |             |                       | <b>Total Check Amount: \$285.00</b>   |
| 182589                             | ALPHA OMEGA SOLUTIONS    | 12/13/2019 | 29251    | 110000000   | DEVELOPER FEE REFUND  | \$1,248.00                            |
| <b>ALPHA OMEGA SOLUTIONS</b>       |                          |            |          |             |                       | <b>Total Check Amount: \$1,248.00</b> |
| 182590                             | GERALD ASMONDY           | 12/13/2019 | 29294    | 110000000   | DEVELOPER FEE REFUND  | \$398.00                              |
| <b>GERALD ASMONDY</b>              |                          |            |          |             |                       | <b>Total Check Amount: \$398.00</b>   |
| 182591                             | BANC OF CALIFORNIA       | 12/13/2019 | 25793    | 110000000   | DEVELOPER FEE REFUND  | \$222.50                              |
| <b>BANC OF CALIFORNIA</b>          |                          |            |          |             |                       | <b>Total Check Amount: \$222.50</b>   |
| 182592                             | BARTEL ASSOCIATES, LLC   | 12/13/2019 | 18970    | 110141431   | GASB75 DISCLOSURE RPT | \$2,105.00                            |
| <b>BARTEL ASSOCIATES, LLC</b>      |                          |            |          |             |                       | <b>Total Check Amount: \$2,105.00</b> |
| 182593                             | BYRON & JANET BEAN       | 12/13/2019 | 29278    | 110000000   | DEVELOPER FEE REFUND  | \$164.00                              |
| <b>BYRON &amp; JANET BEAN</b>      |                          |            |          |             |                       | <b>Total Check Amount: \$164.00</b>   |
| 182594                             | LYNNE BEEHLER            | 12/13/2019 | 29286    | 110000000   | DEVELOPER FEE REFUND  | \$47.00                               |
| <b>LYNNE BEEHLER</b>               |                          |            |          |             |                       | <b>Total Check Amount: \$47.00</b>    |
| 182595                             | BILL WARSHAW PHOTOGRAPHY | 12/13/2019 | 16076    | 110000000   | DEVELOPER FEE REFUND  | \$38.24                               |
| <b>BILL WARSHAW PHOTOGRAPHY</b>    |                          |            |          |             |                       | <b>Total Check Amount: \$38.24</b>    |
| 182596                             | HONEY BIRDETTE           | 12/13/2019 | 29263    | 110000000   | DEVELOPER FEE REFUND  | \$585.98                              |
| <b>HONEY BIRDETTE</b>              |                          |            |          |             |                       | <b>Total Check Amount: \$585.98</b>   |
| 182597                             | BISHOP COMPANY           | 12/13/2019 | 3303     | 110515141   | TOOLS/CHAIN SAW       | \$242.65                              |
| <b>BISHOP COMPANY</b>              |                          |            |          |             |                       | <b>Total Check Amount: \$242.65</b>   |
| 182598                             | DANIEL AND/OR KIM BOSSE  | 12/13/2019 | 23491    | 110000000   | DEVELOPER FEE REFUND  | \$355.25                              |
| <b>DANIEL AND/OR KIM BOSSE</b>     |                          |            |          |             |                       | <b>Total Check Amount: \$355.25</b>   |
| 182599                             | CHARITY BREWER           | 12/13/2019 | 29306    | 110000000   | DEVELOPER FEE REFUND  | \$263.00                              |
| <b>CHARITY BREWER</b>              |                          |            |          |             |                       | <b>Total Check Amount: \$263.00</b>   |
| 182600                             | ELWOOD BROWN             | 12/13/2019 | 29303    | 110000000   | DEVELOPER FEE REFUND  | \$297.00                              |
| <b>ELWOOD BROWN</b>                |                          |            |          |             |                       | <b>Total Check Amount: \$297.00</b>   |
| 182601                             | QUENTIN & LORA BROWN     | 12/13/2019 | 29258    | 110000000   | DEVELOPER FEE REFUND  | \$98.00                               |
| <b>QUENTIN &amp; LORA BROWN</b>    |                          |            |          |             |                       | <b>Total Check Amount: \$98.00</b>    |
| 182602                             | BURKE APOLLO LLC         | 12/13/2019 | 29256    | 110000000   | DEVELOPER FEE REFUND  | \$646.75                              |
| <b>BURKE APOLLO LLC</b>            |                          |            |          |             |                       | <b>Total Check Amount: \$646.75</b>   |
| 182603                             | CAROLYN BURKE            | 12/13/2019 | 29242    | 110000000   | DEVELOPER FEE REFUND  | \$148.00                              |
| <b>CAROLYN BURKE</b>               |                          |            |          |             |                       | <b>Total Check Amount: \$148.00</b>   |
| 182605                             | BUSINESS CARD            | 12/13/2019 | 18749    | 110141431   | BSCARD HR 112319      | \$1,018.58                            |
|                                    |                          | 12/13/2019 | 18749    | 110141481   | BSCARD HR 112319      | \$738.52                              |
|                                    |                          | 12/13/2019 | 18749    | 110212111   | BSCARD PD 112319      | \$299.89                              |

## City Check Register for: Dec 13, 2019

| Check #                                 | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---|----------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 182605                                  | BUSINESS CARD                    | 12/13/2019 | 18749    | 110212131   | BSCARD PD 112319           | \$4,185.84         |
|   |                                  | 12/13/2019 | 18749    | 110222223   | BSCARD FIRE 112319         | \$58.52            |
|   |                                  | 12/13/2019 | 18749    | 110222231   | BSCARD FIRE 112319         | \$866.41           |
|   |                                  | 12/13/2019 | 18749    | 110404211   | BSCARD CS II 112319        | \$429.35           |
|   |                                  | 12/13/2019 | 18749    | 110404217   | BSCARD CS 112319           | \$240.43           |
|   |                                  | 12/13/2019 | 18749    | 110404311   | BSCARD CS II 112319        | \$251.50           |
|   |                                  | 12/13/2019 | 18749    | 110404421   | BSCARD CS 112319           | \$35.58            |
|   |                                  | 12/13/2019 | 18749    | 110404421   | BSCARD CS II 112319        | \$1,649.10         |
|   |                                  | 12/13/2019 | 18749    | 110404425   | BSCARD CS 112319           | \$378.75           |
|   |                                  | 12/13/2019 | 18749    | 420515131   | BSCARD WATER 112139        | \$283.57           |
|   |                                  | 12/13/2019 | 18749    | 950000000   | ILJAO BSCARD JM 1119       | \$14.99            |
|   |                                  | 12/13/2019 | 18749    | 950000000   | ILJAO VSCARD MJ 1119       | \$519.12           |
| <b>BUSINESS CARD</b>                    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$10,970.15</b> |
| 182606                                  | CALIF FORENSIC PHLEBOTOMY INC.   | 12/13/2019 | 4488     | 110212131   | BLOOD DRAWS NOV2019        | \$642.00           |
|   |                                  | 12/13/2019 | 4488     | 110212131   | BLOOD TESTS SEPT 2019      | \$642.00           |
| <b>CALIF FORENSIC PHLEBOTOMY INC.</b>   |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,284.00</b>  |
| 182607                                  | CALIFORNIA NEWSPAPER PARTNERSHIP | 12/13/2019 | 26287    | 110000000   | AD:BREA SCOPING MTG        | \$149.60           |
| <b>CALIFORNIA NEWSPAPER PARTNERSHIP</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$149.60</b>    |
| 182608                                  | DEBORAH CANTWELL                 | 12/13/2019 | 19957    | 110000000   | DEVELOPER FEE REFUND       | \$76.90            |
| <b>DEBORAH CANTWELL</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$76.90</b>     |
| 182609                                  | CARNEY MEHR                      | 12/13/2019 | 28329    | 950000000   | ILJAO LGL SVCS OCT19       | \$2,812.20         |
| <b>CARNEY MEHR</b>                      |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$2,812.20</b>  |
| 182610                                  | DAVID AND/OR RACHELLE CASARES    | 12/13/2019 | 26107    | 110000000   | DEVELOPER FEE REFUND       | \$168.00           |
| <b>DAVID AND/OR RACHELLE CASARES</b>    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$168.00</b>    |
| 182611                                  | DANIEL CHANG                     | 12/13/2019 | 28078    | 110000000   | DEVELOPER FEE REFUND       | \$335.00           |
| <b>DANIEL CHANG</b>                     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$335.00</b>    |
| 182612                                  | VALERIE CHANG-RUSSONIELLO        | 12/13/2019 | 29299    | 110000000   | DEVELOPER FEE REFUND       | \$299.00           |
| <b>VALERIE CHANG-RUSSONIELLO</b>        |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$299.00</b>    |
| 182613                                  | KIRK & SYLVIA CHASE              | 12/13/2019 | 29265    | 110000000   | DEVELOPER FEE REFUND       | \$149.00           |
| <b>KIRK &amp; SYLVIA CHASE</b>          |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$149.00</b>    |
| 182614                                  | MICHAEL CHOI                     | 12/13/2019 | 29277    | 110000000   | DEVELOPER FEE REFUND       | \$55.50            |
| <b>MICHAEL CHOI</b>                     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$55.50</b>     |
| 182615                                  | CHOPSTOP                         | 12/13/2019 | 29255    | 110000000   | DEVELOPER FEE REFUND       | \$58.25            |
| <b>CHOPSTOP</b>                         |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$58.25</b>     |
| 182616                                  | KATY CHOU                        | 12/13/2019 | 29248    | 110000000   | DEVELOPER FEE REFUND       | \$51.00            |
| <b>KATY CHOU</b>                        |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$51.00</b>     |
| 182617                                  | CHRIST LUTHERAN CHURCH           | 12/13/2019 | 15163    | 110000000   | DEVELOPER FEE REFUND       | \$311.50           |
| <b>CHRIST LUTHERAN CHURCH</b>           |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$311.50</b>    |

## City Check Register for: Dec 13, 2019

| Check #                              | Vendor Name                   | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|--------------------------------------|-------------------------------|------------|----------|-------------|----------------------------|-------------------|
| 182618                               | JASON CHRISTOPHER             | 12/13/2019 | 29269    | 110000000   | DEVELOPER FEE REFUND       | \$422.25          |
| <b>JASON CHRISTOPHER</b>             |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$422.25</b>   |
| 182619                               | CINTAS                        | 12/13/2019 | 24347    | 110404542   | THTR FIRSTAID RESTOCK      | \$73.64           |
| <b>CINTAS</b>                        |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$73.64</b>    |
| 182620                               | CLA-VAL CO.                   | 12/13/2019 | 15266    | 420515131   | PUMP CONTROL REPAIR        | \$2,297.87        |
| <b>CLA-VAL CO.</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$2,297.87</b> |
| 182621                               | DIANE CLAYBAUGH               | 12/13/2019 | 28747    | 110         | BCC ACCT BAL REFUND        | \$120.75          |
| <b>DIANE CLAYBAUGH</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$120.75</b>   |
| 182622                               | TOM CORNWELL                  | 12/13/2019 | 29264    | 110000000   | DEVELOPER FEE REFUND       | \$47.00           |
| <b>TOM CORNWELL</b>                  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$47.00</b>    |
| 182623                               | DAVID CORTEZ                  | 12/13/2019 | 29271    | 110000000   | DEVELOPER FEE REFUND       | \$98.00           |
| <b>DAVID CORTEZ</b>                  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$98.00</b>    |
| 182624                               | COUNTY OF ORANGE              | 12/13/2019 | 4799     | 110212131   | ANIMAL CARE JUL-SEP19      | \$38,932.78       |
|                                      |                               | 12/13/2019 | 4799     | 110212131   | TO CORRECT CHK#182392      | (\$38,392.78)     |
| <b>COUNTY OF ORANGE</b>              |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$540.00</b>   |
| 182625                               | CR BREA LLC                   | 12/13/2019 | 29268    | 110000000   | DEVELOPER FEE REFUND       | \$347.00          |
| <b>CR BREA LLC</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$347.00</b>   |
| 182626                               | CREATE A PARTY RENTALS        | 12/13/2019 | 7113     | 110404421   | TREE LIGHTING CHAIRS       | \$390.00          |
| <b>CREATE A PARTY RENTALS</b>        |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$390.00</b>   |
| 182627                               | CHRISTOPHER & ANITA CRUZ      | 12/13/2019 | 18102    | 110000000   | DEVELOPER FEE REFUND       | \$47.00           |
| <b>CHRISTOPHER &amp; ANITA CRUZ</b>  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$47.00</b>    |
| 182628                               | CS PROPERTY MANAGEMENT        | 12/13/2019 | 29123    | 110000000   | DEVELOPER FEE REFUND       | \$1,323.43        |
| <b>CS PROPERTY MANAGEMENT</b>        |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,323.43</b> |
| 182629                               | CUONG DIEP                    | 12/13/2019 | 29279    | 110000000   | DEVELOPER FEE REFUND       | \$299.00          |
| <b>CUONG DIEP</b>                    |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$299.00</b>   |
| 182630                               | DAVID EDMONDSON               | 12/13/2019 | 29332    | 420000000   | WATER REFUND               | \$363.24          |
| <b>DAVID EDMONDSON</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$363.24</b>   |
| 182631                               | ALTER DOMUS                   | 12/13/2019 | 29274    | 110000000   | DEVELOPER FEE REFUND       | \$148.50          |
| <b>ALTER DOMUS</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$148.50</b>   |
| 182632                               | DANIEL DRAKE                  | 12/13/2019 | 22290    | 110000000   | DEVELOPER FEE REFUND       | \$156.75          |
| <b>DANIEL DRAKE</b>                  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$156.75</b>   |
| 182633                               | DSA SAN DIEGO REGIONAL OFFICE | 12/13/2019 | 26537    | 510707929   | LDM PLAN/FIELD REVIEW      | \$5,808.36        |
| <b>DSA SAN DIEGO REGIONAL OFFICE</b> |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$5,808.36</b> |
| 182634                               | SOUTHERN CALIFORNIA EDISON    | 12/13/2019 | 3343     | 110515121   | ELECTRICITY                | \$13,664.11       |
|                                      |                               | 12/13/2019 | 3343     | 110515125   | ELECTRICITY                | \$4,068.84        |
|                                      |                               | 12/13/2019 | 3343     | 110515141   | ELECTRICITY                | \$3,078.65        |
|                                      |                               | 12/13/2019 | 3343     | 110515143   | ELECTRICITY                | \$715.57          |
|                                      |                               | 12/13/2019 | 3343     | 110515144   | ELECTRICITY                | \$2,488.50        |
|                                      |                               | 12/13/2019 | 3343     | 341515112   | ELECTRICITY                | \$89.88           |

## City Check Register for: Dec 13, 2019

| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|--|---------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 182634                                 | SOUTHERN CALIFORNIA EDISON      | 12/13/2019 | 3343     | 343515112   | ELECTRICITY                | \$214.14           |
|  |                                 | 12/13/2019 | 3343     | 345515112   | ELECTRICITY                | \$44.06            |
|  |                                 | 12/13/2019 | 3343     | 346515112   | ELECTRICITY                | \$121.34           |
|  |                                 | 12/13/2019 | 3343     | 360515145   | ELECTRICITY                | \$1,138.44         |
|  |                                 | 12/13/2019 | 3343     | 420515131   | ELECTRICITY                | \$37,029.68        |
|  |                                 | 12/13/2019 | 3343     | 430515123   | ELECTRICITY                | \$610.90           |
|  |                                 | 12/13/2019 | 3343     | 490515151   | ELECTRICITY                | \$1,061.80         |
|  |                                 | 12/13/2019 | 3343     | 880515113   | ELECTRICITY                | \$11.06            |
| <b>SOUTHERN CALIFORNIA EDISON</b>      |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$64,336.97</b> |
| 182635                                 | GEOFFREY ENGEL                  | 12/13/2019 | 29259    | 110000000   | DEVELOPER FEE REFUND       | \$249.50           |
| <b>GEOFFREY ENGEL</b>                  |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$249.50</b>    |
| 182636                                 | FACILITY PROCESS SOLUTIONS      | 12/13/2019 | 28887    | 430515123   | NOV19 ROUNDS/REPORTIN      | \$2,091.00         |
| <b>FACILITY PROCESS SOLUTIONS</b>      |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$2,091.00</b>  |
| 182637                                 | ENRIQUE AND/OR STEPHANIE FARIAS | 12/13/2019 | 18264    | 110000000   | DEVELOPER FEE REFUND       | \$95.00            |
| <b>ENRIQUE AND/OR STEPHANIE FARIAS</b> |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$95.00</b>     |
| 182638                                 | MARC FERRELL                    | 12/13/2019 | 22630    | 110000000   | DEVELOPER FEE REFUND       | \$160.70           |
| <b>MARC FERRELL</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$160.70</b>    |
| 182639                                 | FIRST LIGHT TECHNOLOGIES LTD    | 12/13/2019 | 29065    | 341515112   | 2 BOLLARD LIGHTS           | \$1,951.00         |
| <b>FIRST LIGHT TECHNOLOGIES LTD</b>    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$1,951.00</b>  |
| 182640                                 | SCOTT & GRACE FISHMAN           | 12/13/2019 | 22794    | 110000000   | DEVELOPER FEE REFUND       | \$98.62            |
| <b>SCOTT &amp; GRACE FISHMAN</b>       |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$98.62</b>     |
| 182641                                 | FRANCHISE TAX BOARD             | 12/13/2019 | 13287    | 110         | JK2309228/CD917666897      | \$159.23           |
| <b>FRANCHISE TAX BOARD</b>             |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$159.23</b>    |
| 182642                                 | FRONTIER COMMUNICATIONS         | 12/13/2019 | 26183    | 420515131   | 5621821220 1128-1227       | \$198.02           |
| <b>FRONTIER COMMUNICATIONS</b>         |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$198.02</b>    |
| 182643                                 | GALVEZ QUALITY AUTO GLASS       | 12/13/2019 | 27010    | 480         | WINDSHIELD                 | (\$20.54)          |
|  |                                 | 12/13/2019 | 27010    | 480515161   | WINDSHIELD                 | \$285.54           |
| <b>GALVEZ QUALITY AUTO GLASS</b>       |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$265.00</b>    |
| 182644                                 | KATHLEEN GASTON                 | 12/13/2019 | 29324    | 110000000   | CITATION REFUND            | \$281.00           |
| <b>KATHLEEN GASTON</b>                 |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$281.00</b>    |
| 182645                                 | BARRY GHRIST                    | 12/13/2019 | 20897    | 110000000   | DEVELOPER FEE REFUND       | \$116.92           |
| <b>BARRY GHRIST</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$116.92</b>    |
| 182646                                 | JIM GLENN                       | 12/13/2019 | 29196    | 110000000   | DEVELOPER FEE REFUND       | \$69.38            |
| <b>JIM GLENN</b>                       |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$69.38</b>     |
| 182647                                 | GOLDEN BELL PRODUCTS, INC.      | 12/13/2019 | 1411     | 430515123   | SEWER ROACH CONTROL        | \$4,687.00         |
| <b>GOLDEN BELL PRODUCTS, INC.</b>      |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$4,687.00</b>  |
| 182648                                 | ANGEL GONZALEZ                  | 12/13/2019 | 29331    | 420000000   | WATER REFUND               | \$33.85            |
| <b>ANGEL GONZALEZ</b>                  |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$33.85</b>     |
| 182649                                 | EIICHIRO AND/OR MARIKO HAMABATA | 12/13/2019 | 28401    | 110000000   | DEVELOPER FEE REFUND       | \$70.90            |

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| Check #  | Vendor Name                         | Check Date | Vendor # | Budget Unit | Description          | Amount                              |
|--|-------------------------------------|------------|----------|-------------|----------------------|-------------------------------------|
| <b>EIICHIRO AND/OR MARIKO HAMABATA</b>         |                                     |            |          |             |                      | <b>Total Check Amount: \$70.90</b>  |
| 182650   | LYNDA HAMILTON                      | 12/13/2019 | 29334    | 420000000   | WATER REFUND         | \$65.93                             |
| <b>LYNDA HAMILTON</b>                          |                                     |            |          |             |                      | <b>Total Check Amount: \$65.93</b>  |
| 182651   | HANNA, BROPHY, MACLEAN, MCALEER & J | 12/13/2019 | 25979    | 470141483   | PROF SVCS 8/21-9/19  | \$140.00                            |
| <b>HANNA, BROPHY, MACLEAN, MCALEER &amp; J</b> |                                     |            |          |             |                      | <b>Total Check Amount: \$140.00</b> |
| 182652   | GREGORY HERR                        | 12/13/2019 | 29296    | 110000000   | DEVELOPER FEE REFUND | \$134.00                            |
| <b>GREGORY HERR</b>                            |                                     |            |          |             |                      | <b>Total Check Amount: \$134.00</b> |
| 182653   | HF&H CONSULTANTS, LLC               | 12/13/2019 | 27542    | 440515122   | PROF SVCS OCT 2019   | \$238.50                            |
| <b>HF&amp;H CONSULTANTS, LLC</b>               |                                     |            |          |             |                      | <b>Total Check Amount: \$238.50</b> |
| 182654   | BILL HITE                           | 12/13/2019 | 29320    | 110         | CLASS REFUND         | \$25.00                             |
| <b>BILL HITE</b>                               |                                     |            |          |             |                      | <b>Total Check Amount: \$25.00</b>  |
| 182655   | GARY HSZIEH                         | 12/13/2019 | 25684    | 110000000   | DEVELOPER FEE REFUND | \$285.00                            |
| <b>GARY HSZIEH</b>                             |                                     |            |          |             |                      | <b>Total Check Amount: \$285.00</b> |
| 182656   | JASPER & SEAN HUANG                 | 12/13/2019 | 29272    | 110000000   | DEVELOPER FEE REFUND | \$494.00                            |
| <b>JASPER &amp; SEAN HUANG</b>                 |                                     |            |          |             |                      | <b>Total Check Amount: \$494.00</b> |
| 182657   | IPERMIT E RATERS                    | 12/13/2019 | 29288    | 110000000   | DEVELOPER FEE REFUND | \$600.00                            |
| <b>IPERMIT E RATERS</b>                        |                                     |            |          |             |                      | <b>Total Check Amount: \$600.00</b> |
| 182658   | DANI ISAACSON                       | 12/13/2019 | 29290    | 110000000   | DEVELOPER FEE REFUND | \$147.00                            |
| <b>DANI ISAACSON</b>                           |                                     |            |          |             |                      | <b>Total Check Amount: \$147.00</b> |
| 182659   | PHILIP ISENHOUER                    | 12/13/2019 | 29262    | 110000000   | DEVELOPER FEE REFUND | \$144.75                            |
| <b>PHILIP ISENHOUER</b>                        |                                     |            |          |             |                      | <b>Total Check Amount: \$144.75</b> |
| 182660   | SATISH IYER                         | 12/13/2019 | 29280    | 110000000   | DEVELOPER FEE REFUND | \$197.00                            |
| <b>SATISH IYER</b>                             |                                     |            |          |             |                      | <b>Total Check Amount: \$197.00</b> |
| 182661   | JOHN GIBSON & JASON MILLER          | 12/13/2019 | 29241    | 110000000   | DEVELOPER FEE REFUND | \$335.50                            |
| <b>JOHN GIBSON &amp; JASON MILLER</b>          |                                     |            |          |             |                      | <b>Total Check Amount: \$335.50</b> |
| 182662   | GOURI KAR                           | 12/13/2019 | 29244    | 110000000   | DEVELOPER FEE REFUND | \$249.90                            |
| <b>GOURI KAR</b>                               |                                     |            |          |             |                      | <b>Total Check Amount: \$249.90</b> |
| 182663   | KAVO KERR                           | 12/13/2019 | 28644    | 110000000   | DEVELOPER FEE REFUND | \$524.50                            |
| <b>KAVO KERR</b>                               |                                     |            |          |             |                      | <b>Total Check Amount: \$524.50</b> |
| 182664   | ELIASON KESSLER                     | 12/13/2019 | 29276    | 110000000   | DEVELOPER FEE REFUND | \$198.00                            |
| <b>ELIASON KESSLER</b>                         |                                     |            |          |             |                      | <b>Total Check Amount: \$198.00</b> |
| 182665   | KILROY REALTY                       | 12/13/2019 | 18429    | 110000000   | DEVELOPER FEE REFUND | \$70.20                             |
| <b>KILROY REALTY</b>                           |                                     |            |          |             |                      | <b>Total Check Amount: \$70.20</b>  |
| 182666   | EDWIN KRISNADI                      | 12/13/2019 | 29267    | 110000000   | DEVELOPER FEE REFUND | \$543.00                            |
| <b>EDWIN KRISNADI</b>                          |                                     |            |          |             |                      | <b>Total Check Amount: \$543.00</b> |
| 182667   | ROBERT LA CERTE                     | 12/13/2019 | 29298    | 110000000   | DEVELOPER FEE REFUND | \$361.00                            |
| <b>ROBERT LA CERTE</b>                         |                                     |            |          |             |                      | <b>Total Check Amount: \$361.00</b> |
| 182668   | NHON LAM                            | 12/13/2019 | 29300    | 110000000   | DEVELOPER FEE REFUND | \$97.00                             |
| <b>NHON LAM</b>                                |                                     |            |          |             |                      | <b>Total Check Amount: \$97.00</b>  |

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|--------------------------------------|-------------------------------|------------|----------|-------------|----------------------------|-------------------|
| 182669                               | STEVE AND/OR CANDY LEE        | 12/13/2019 | 24603    | 110000000   | DEVELOPER FEE REFUND       | \$148.00          |
| <b>STEVE AND/OR CANDY LEE</b>        |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$148.00</b>   |
| 182670                               | YEASON LEE AND/OR STELLA YOON | 12/13/2019 | 29175    | 420000000   | CLOSED WATER ACCOUNT       | \$51.35           |
| <b>YEASON LEE AND/OR STELLA YOON</b> |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$51.35</b>    |
| 182671                               | JAYA LESLIE                   | 12/13/2019 | 29257    | 110000000   | DEVELOPER FEE REFUND       | \$42.00           |
| <b>JAYA LESLIE</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$42.00</b>    |
| 182672                               | LEWIS CARL CO                 | 12/13/2019 | 29177    | 420000000   | CLOSED WATER ACCOUNT       | \$1,649.90        |
| <b>LEWIS CARL CO</b>                 |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,649.90</b> |
| 182673                               | LIFE-ASSIST, INC.             | 12/13/2019 | 10530    | 174222222   | PM SUPPLIES FIRESTN#2      | \$285.75          |
|                                      |                               | 12/13/2019 | 10530    | 174222222   | PM SUPPLIES FS #1          | \$119.06          |
|                                      |                               | 12/13/2019 | 10530    | 174222222   | PM SUPPLIES FS #2          | \$246.40          |
|                                      |                               | 12/13/2019 | 10530    | 174222222   | PM SUPPLIES FS #3          | \$1,355.65        |
| <b>LIFE-ASSIST, INC.</b>             |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$2,006.86</b> |
| 182674                               | IGOR & ISABELLE LIFSCHITZ     | 12/13/2019 | 29285    | 110000000   | DEVELOPER FEE REFUND       | \$33.00           |
| <b>IGOR &amp; ISABELLE LIFSCHITZ</b> |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$33.00</b>    |
| 182675                               | BRIAN LIM                     | 12/13/2019 | 27712    | 110000000   | DEVELOPER FEE REFUND       | \$18.45           |
| <b>BRIAN LIM</b>                     |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$18.45</b>    |
| 182676                               | ZHEN JIANG LIU                | 12/13/2019 | 24715    | 110000000   | DEVELOPER FEE REFUND       | \$46.00           |
| <b>ZHEN JIANG LIU</b>                |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$46.00</b>    |
| 182677                               | DARIAN LOCKETT                | 12/13/2019 | 26232    | 110000000   | DEVELOPER FEE REFUND       | \$152.70          |
| <b>DARIAN LOCKETT</b>                |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$152.70</b>   |
| 182678                               | STEVEN LOCKSHAW               | 12/13/2019 | 19728    | 110000000   | DEVELOPER FEE REFUND       | \$260.70          |
| <b>STEVEN LOCKSHAW</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$260.70</b>   |
| 182679                               | NICOLE LUGO                   | 12/13/2019 | 29250    | 110000000   | DEVELOPER FEE REFUND       | \$32.50           |
| <b>NICOLE LUGO</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$32.50</b>    |
| 182680                               | MAGELLAN CORP                 | 12/13/2019 | 13153    | 110000000   | DEVELOPER FEE REFUND       | \$204.08          |
| <b>MAGELLAN CORP</b>                 |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$204.08</b>   |
| 182681                               | PATRICK RICHARD MANNION       | 12/13/2019 | 29152    | 110404542   | POSTERS FOR DROOD          | \$107.75          |
| <b>PATRICK RICHARD MANNION</b>       |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$107.75</b>   |
| 182682                               | MATTRESS FIRM                 | 12/13/2019 | 29247    | 110000000   | DEVELOPER FEE REFUND       | \$716.85          |
| <b>MATTRESS FIRM</b>                 |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$716.85</b>   |
| 182683                               | MATTHEW MCCLURE               | 12/13/2019 | 29240    | 110000000   | DEVELOPER FEE REFUND       | \$29.92           |
| <b>MATTHEW MCCLURE</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$29.92</b>    |
| 182684                               | EILEEN MCCULLOUGH             | 12/13/2019 | 25187    | 110404541   | WORKSHOP-CITYSCAPES        | \$1,068.75        |
| <b>EILEEN MCCULLOUGH</b>             |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,068.75</b> |
| 182685                               | MARY MCWADE                   | 12/13/2019 | 29260    | 110000000   | DEVELOPER FEE REFUND       | \$297.00          |
| <b>MARY MCWADE</b>                   |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$297.00</b>   |
| 182686                               | MEDPOST URGENT CARE - BREA    | 12/13/2019 | 27547    | 110141481   | HR MED SVCS 10/8/19        | \$30.00           |
|                                      |                               | 12/13/2019 | 27547    | 110141481   | HR MED SVCS OCT 2019       | \$300.00          |



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|----------------------------------|----------------------------------|------------|----------|-------------|-----------------------|------------|
| MEDPOST URGENT CARE - BREA       |                                  |            |          |             | Total Check Amount:   | \$330.00   |
| 182687                           | RANDY MOODY                      | 12/13/2019 | 21335    | 110000000   | DEVELOPER FEE REFUND  | \$294.42   |
| RANDY MOODY                      |                                  |            |          |             | Total Check Amount:   | \$294.42   |
| 182688                           | LARRY & KAREN MOORE              | 12/13/2019 | 29243    | 110000000   | DEVELOPER FEE REFUND  | \$523.40   |
| LARRY & KAREN MOORE              |                                  |            |          |             | Total Check Amount:   | \$523.40   |
| 182689                           | LATONI MOORE                     | 12/13/2019 | 29335    | 420000000   | CLOSED WATER ACCOUNT  | \$60.04    |
| LATONI MOORE                     |                                  |            |          |             | Total Check Amount:   | \$60.04    |
| 182690                           | ADAM C MORALES                   | 12/13/2019 | 29181    | 110000000   | CITATION REFUND       | \$21.00    |
| ADAM C MORALES                   |                                  |            |          |             | Total Check Amount:   | \$21.00    |
| 182691                           | LARRY MORALES                    | 12/13/2019 | 29321    | 110000000   | 1911-0380 REPORT REF  | \$3.00     |
| LARRY MORALES                    |                                  |            |          |             | Total Check Amount:   | \$3.00     |
| 182692                           | DEBBIE MORGENSEN                 | 12/13/2019 | 29273    | 110000000   | DEVELOPER FEE REFUND  | \$76.00    |
| DEBBIE MORGENSEN                 |                                  |            |          |             | Total Check Amount:   | \$76.00    |
| 182693                           | GARY & SHERRIE MORIMOTO          | 12/13/2019 | 29282    | 110000000   | DEVELOPER FEE REFUND  | \$97.00    |
| GARY & SHERRIE MORIMOTO          |                                  |            |          |             | Total Check Amount:   | \$97.00    |
| 182694                           | MR. TRAN                         | 12/13/2019 | 29245    | 110000000   | DEVELOPER FEE REFUND  | \$317.90   |
| MR. TRAN                         |                                  |            |          |             | Total Check Amount:   | \$317.90   |
| 182695                           | NATIONAL PEN CO. LLC             | 12/13/2019 | 25520    | 110222211   | FIRE DEPT GIVEAWAYS   | \$260.65   |
| NATIONAL PEN CO. LLC             |                                  |            |          |             | Total Check Amount:   | \$260.65   |
| 182696                           | MARIA NAVA                       | 12/13/2019 | 29326    | 110000000   | 1910-2339 REPORT REF  | \$3.00     |
| MARIA NAVA                       |                                  |            |          |             | Total Check Amount:   | \$3.00     |
| 182697                           | PATRICIA (PATTY) NORDQUIST       | 12/13/2019 | 27620    | 110000000   | DEVELOPER FEE REFUND  | \$297.00   |
| PATRICIA (PATTY) NORDQUIST       |                                  |            |          |             | Total Check Amount:   | \$297.00   |
| 182698                           | NUVIS LANDSCAPE ARCHITECTURE     | 12/13/2019 | 28071    | 360515147   | DESIGN/MEETINGS OCT19 | \$500.00   |
| NUVIS LANDSCAPE ARCHITECTURE     |                                  |            |          |             | Total Check Amount:   | \$500.00   |
| 182699                           | OFFICE DEPOT, INC                | 12/13/2019 | 4743     | 110212121   | OFFICE SUPPLIES       | \$310.43   |
|                                  |                                  | 12/13/2019 | 4743     | 110404311   | OFFICE SUPPLIES       | \$90.73    |
| OFFICE DEPOT, INC                |                                  |            |          |             | Total Check Amount:   | \$401.16   |
| 182700                           | MARK ORR                         | 12/13/2019 | 29281    | 110000000   | DEVELOPER FEE REFUND  | \$98.00    |
| MARK ORR                         |                                  |            |          |             | Total Check Amount:   | \$98.00    |
| 182701                           | PACIFIC LIGHTING & STANDARDS CO. | 12/13/2019 | 20717    | 343515112   | LIGHT FIXTURES        | \$1,803.95 |
| PACIFIC LIGHTING & STANDARDS CO. |                                  |            |          |             | Total Check Amount:   | \$1,803.95 |
| 182702                           | WILLIAM PAQUETTE                 | 12/13/2019 | 23628    | 110000000   | DEVELOPER FEE REFUND  | \$98.00    |
| WILLIAM PAQUETTE                 |                                  |            |          |             | Total Check Amount:   | \$98.00    |
| 182703                           | ANDREW PERSAD                    | 12/13/2019 | 29289    | 110000000   | DEVELOPER FEE REFUND  | \$330.00   |
| ANDREW PERSAD                    |                                  |            |          |             | Total Check Amount:   | \$330.00   |
| 182704                           | PLUMBING WHOLESALE OUTLET, INC.  | 12/13/2019 | 18392    | 110515125   | DT RR REPAIRS         | \$44.17    |
|                                  |                                  | 12/13/2019 | 18392    | 110515141   | DRAIN CLEANERS/RRSEAL | \$47.66    |
|                                  |                                  | 12/13/2019 | 18392    | 110515141   | JANITORIAL SUPPLIES   | \$352.49   |

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|---|------------------------------------|------------|----------|-------------|-----------------------|-------------------|
| 182704  | PLUMBING WHOLESALE OUTLET, INC.    | 12/13/2019 | 18392    | 346515112   | PUMP PARTS            | \$42.51           |
|   |                                    | 12/13/2019 | 18392    | 490515151   | CONF CTR FAUCET RPR   | \$13.06           |
|   |                                    | 12/13/2019 | 18392    | 490515151   | PLUMBING PROJ:BCC RR  | \$73.46           |
| <b>PLUMBING WHOLESALE OUTLET, INC. Total Check Amount:</b>    |                                    |            |          |             |                       | <b>\$573.35</b>   |
| 182705  | PREFERRED CONSTRUCTION SPECIALTIES | 12/13/2019 | 21603    | 490515151   | RR PARTITIONS         | \$1,817.00        |
| <b>PREFERRED CONSTRUCTION SPECIALTIES Total Check Amount:</b> |                                    |            |          |             |                       | <b>\$1,817.00</b> |
| 182706  | PROMISING SOLUTIONS, INC.          | 12/13/2019 | 29319    | 475141471   | EMERG BLOCK:MS EXCH   | \$1,850.00        |
| <b>PROMISING SOLUTIONS, INC. Total Check Amount:</b>          |                                    |            |          |             |                       | <b>\$1,850.00</b> |
| 182707  | PUENTE HILLS FORD                  | 12/13/2019 | 25742    | 480515161   | MOULDING              | \$103.38          |
| <b>PUENTE HILLS FORD Total Check Amount:</b>                  |                                    |            |          |             |                       | <b>\$103.38</b>   |
| 182708  | PURDY PLUMBING AND SUPPLIES        | 12/13/2019 | 29110    | 110000000   | DEVELOPER FEE REFUND  | \$991.48          |
| <b>PURDY PLUMBING AND SUPPLIES Total Check Amount:</b>        |                                    |            |          |             |                       | <b>\$991.48</b>   |
| 182709  | ELIZABETH RAMOS                    | 12/13/2019 | 29266    | 110000000   | DEVELOPER FEE REFUND  | \$98.00           |
| <b>ELIZABETH RAMOS Total Check Amount:</b>                    |                                    |            |          |             |                       | <b>\$98.00</b>    |
| 182710  | RENNE SLOAN HOTLZMAN SAKAI, LLP    | 12/13/2019 | 27580    | 110141481   | PROF SVCS SEPT 2019   | \$393.40          |
| <b>RENNE SLOAN HOTLZMAN SAKAI, LLP Total Check Amount:</b>    |                                    |            |          |             |                       | <b>\$393.40</b>   |
| 182711  | NICHOLAS LEE RIVERA                | 12/13/2019 | 29327    | 110404542   | MYSTERY OF E. DROOD   | \$100.00          |
| <b>NICHOLAS LEE RIVERA Total Check Amount:</b>                |                                    |            |          |             |                       | <b>\$100.00</b>   |
| 182712  | HYUNG RAE RO                       | 12/13/2019 | 24327    | 110000000   | DEVELOPER FEE REFUND  | \$26.00           |
| <b>HYUNG RAE RO Total Check Amount:</b>                       |                                    |            |          |             |                       | <b>\$26.00</b>    |
| 182713  | JOSEPH AND/OR JOE ROBERTSON        | 12/13/2019 | 26485    | 110000000   | DEVELOPER FEE REFUND  | \$206.20          |
| <b>JOSEPH AND/OR JOE ROBERTSON Total Check Amount:</b>        |                                    |            |          |             |                       | <b>\$206.20</b>   |
| 182714  | ROBERTSON'S                        | 12/13/2019 | 3464     | 420515131   | SLURRY                | \$1,807.51        |
| <b>ROBERTSON'S Total Check Amount:</b>                        |                                    |            |          |             |                       | <b>\$1,807.51</b> |
| 182715  | BRADLEY AND/OR CAROL RODRIGUEZ     | 12/13/2019 | 20330    | 110000000   | DEVELOPER FEE REFUND  | \$263.00          |
| <b>BRADLEY AND/OR CAROL RODRIGUEZ Total Check Amount:</b>     |                                    |            |          |             |                       | <b>\$263.00</b>   |
| 182716  | RICK RODRIGUEZ                     | 12/13/2019 | 26248    | 110000000   | DEVELOPER FEE REFUND  | \$98.80           |
| <b>RICK RODRIGUEZ Total Check Amount:</b>                     |                                    |            |          |             |                       | <b>\$98.80</b>    |
| 182717  | CANDICE E ROMAN                    | 12/13/2019 | 29180    | 110000000   | CITATION REFUND       | \$281.00          |
| <b>CANDICE E ROMAN Total Check Amount:</b>                    |                                    |            |          |             |                       | <b>\$281.00</b>   |
| 182718  | ANAMARIE ROMO                      | 12/13/2019 | 29284    | 110000000   | DEVELOPER FEE REFUND  | \$47.00           |
| <b>ANAMARIE ROMO Total Check Amount:</b>                      |                                    |            |          |             |                       | <b>\$47.00</b>    |
| 182719  | C.F. ROTHENBECK SR.                | 12/13/2019 | 20145    | 110000000   | DEVELOPER FEE REFUND  | \$174.80          |
| <b>C.F. ROTHENBECK SR. Total Check Amount:</b>                |                                    |            |          |             |                       | <b>\$174.80</b>   |
| 182720  | TED RUNDLE                         | 12/13/2019 | 28963    | 110000000   | DEVELOPER FEE REFUND  | \$131.00          |
| <b>TED RUNDLE Total Check Amount:</b>                         |                                    |            |          |             |                       | <b>\$131.00</b>   |
| 182721  | SALLY'S BEAUTY SUPPLY              | 12/13/2019 | 29197    | 110000000   | DEVELOPER FEE REFUND  | \$215.69          |
| <b>SALLY'S BEAUTY SUPPLY Total Check Amount:</b>              |                                    |            |          |             |                       | <b>\$215.69</b>   |
| 182722  | SAN BERNARDINO CTY SHERIFF'S       | 12/13/2019 | 16979    | 110212111   | TFC COLLISION INV-INT | \$206.00          |

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|--|-----------------------------------|------------|----------|-------------|----------------------------|-----------------|
| DEPT                                     |                                   |            |          |             |                            |                 |
| <b>SAN BERNARDINO CTY SHERIFF'S DEPT</b> |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$206.00</b> |
| 182723                                   | SAN BERNARDINO CTY SHERIFF'S DEPT | 12/13/2019 | 16979    | 110212111   | TFC COLLISION INV-ADV      | \$421.00        |
| <b>SAN BERNARDINO CTY SHERIFF'S DEPT</b> |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$421.00</b> |
| 182724                                   | SANTOUKA                          | 12/13/2019 | 29253    | 110000000   | DEVELOPER FEE REFUND       | \$67.00         |
| <b>SANTOUKA</b>                          |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$67.00</b>  |
| 182725                                   | RAMEN SANTOUKA                    | 12/13/2019 | 29302    | 110000000   | DEVELOPER FEE REFUND       | \$239.00        |
| <b>RAMEN SANTOUKA</b>                    |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$239.00</b> |
| 182726                                   | MOHAMMAD SAQUIB                   | 12/13/2019 | 29295    | 110000000   | DEVELOPER FEE REFUND       | \$169.00        |
| <b>MOHAMMAD SAQUIB</b>                   |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$169.00</b> |
| 182727                                   | STEVEN SCHULZ                     | 12/13/2019 | 29301    | 110000000   | DEVELOPER FEE REFUND       | \$173.50        |
| <b>STEVEN SCHULZ</b>                     |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$173.50</b> |
| 182728                                   | SENTINEL DEFENSE                  | 12/13/2019 | 29337    | 110212111   | TACT RIFLE INSTR CRSE      | \$550.00        |
| <b>SENTINEL DEFENSE</b>                  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$550.00</b> |
| 182729                                   | SETSUKO MORI & HIROSHI OGINO      | 12/13/2019 | 29270    | 110000000   | DEVELOPER FEE REFUND       | \$447.00        |
| <b>SETSUKO MORI &amp; HIROSHI OGINO</b>  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$447.00</b> |
| 182730                                   | SEVEN7H SENSE                     | 12/13/2019 | 29261    | 110000000   | DEVELOPER FEE REFUND       | \$426.75        |
| <b>SEVENTH SENSE</b>                     |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$426.75</b> |
| 182731                                   | CHANG YUN SHIN                    | 12/13/2019 | 29323    | 110000000   | 1911-0904 REPORT REF       | \$3.00          |
| <b>CHANG YUN SHIN</b>                    |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$3.00</b>   |
| 182732                                   | SIMON PROPERTY GROUP              | 12/13/2019 | 23062    | 110000000   | DEVELOPER FEE REFUND       | \$380.75        |
| <b>SIMON PROPERTY GROUP</b>              |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$380.75</b> |
| 182733                                   | ABDUL SITABKHAN                   | 12/13/2019 | 29287    | 110000000   | DEVELOPER FEE REFUND       | \$263.00        |
| <b>ABDUL SITABKHAN</b>                   |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$263.00</b> |
| 182734                                   | SPRINT                            | 12/13/2019 | 29252    | 110000000   | DEVELOPER FEE REFUND       | \$194.75        |
| <b>SPRINT</b>                            |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$194.75</b> |
| 182735                                   | SPRINT                            | 12/13/2019 | 20480    | 110212121   | 19/20 GPS:7142350245       | \$100.00        |
| <b>SPRINT</b>                            |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$100.00</b> |
| 182736                                   | CRAIG & ELIZABETH STARK           | 12/13/2019 | 29283    | 110000000   | DEVELOPER FEE REFUND       | \$149.00        |
| <b>CRAIG &amp; ELIZABETH STARK</b>       |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$149.00</b> |
| 182737                                   | MICHAEL STODDARD                  | 12/13/2019 | 29291    | 110000000   | DEVELOPER FEE REFUND       | \$163.00        |
| <b>MICHAEL STODDARD</b>                  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$163.00</b> |
| 182738                                   | CAROLE STONE                      | 12/13/2019 | 29333    | 420000000   | WATER REFUND               | \$55.56         |
| <b>CAROLE STONE</b>                      |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$55.56</b>  |
| 182739                                   | REGGIE STRAUGHTER                 | 12/13/2019 | 29297    | 110000000   | DEVELOPER FEE REFUND       | \$285.50        |
| <b>REGGIE STRAUGHTER</b>                 |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$285.50</b> |
| 182740                                   | DICK AND/OR KATHY STROBEL         | 12/13/2019 | 25845    | 110000000   | DEVELOPER FEE REFUND       | \$138.76        |
| <b>DICK AND/OR KATHY STROBEL</b>         |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$138.76</b> |
| 182741                                   | MARK AND/OR ANDREA STROM          | 12/13/2019 | 17527    | 110000000   | DEVELOPER FEE REFUND       | \$371.50        |

## City Check Register for: Dec 13, 2019

| Check #                          | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description           | Amount     |
|----------------------------------|----------------------------------|------------|----------|-------------|-----------------------|------------|
| MARK AND/OR ANDREA STROM         |                                  |            |          |             | Total Check Amount:   | \$371.50   |
| 182742                           | MICHAEL R. TANG                  | 12/13/2019 | 28198    | 110404541   | WATERCOLOR DEMONSTRAT | \$749.25   |
| MICHAEL R. TANG                  |                                  |            |          |             | Total Check Amount:   | \$749.25   |
| 182743                           | TRIGON COMPONENTS                | 12/13/2019 | 29330    | 420000000   | WATER REFUND          | \$31.98    |
| TRIGON COMPONENTS                |                                  |            |          |             | Total Check Amount:   | \$31.98    |
| 182744                           | TURNOUT MAINTENANCE COMPANY, LLC | 12/13/2019 | 19898    | 110222221   | BRUSH COATS           | \$118.95   |
|                                  |                                  | 12/13/2019 | 19898    | 110222221   | CLOTHING REPAIR       | \$70.00    |
|                                  |                                  | 12/13/2019 | 19898    | 110222231   | BRUSH COATS           | \$97.00    |
| TURNOUT MAINTENANCE COMPANY, LLC |                                  |            |          |             | Total Check Amount:   | \$285.95   |
| 182745                           | U.S. POSTAL SERVICE              | 12/13/2019 | 3284     | 110111151   | BREA LINE:SPRING 2020 | \$3,108.59 |
| U.S. POSTAL SERVICE              |                                  |            |          |             | Total Check Amount:   | \$3,108.59 |
| 182746                           | ALEJANDRO & LUISA ULLOA          | 12/13/2019 | 29275    | 110000000   | DEVELOPER FEE REFUND  | \$205.00   |
| ALEJANDRO & LUISA ULLOA          |                                  |            |          |             | Total Check Amount:   | \$205.00   |
| 182747                           | URIMAN INC                       | 12/13/2019 | 24449    | 110000000   | DEVELOPER FEE REFUND  | \$606.00   |
| URIMAN INC                       |                                  |            |          |             | Total Check Amount:   | \$606.00   |
| 182748                           | SERGIO AND/OR DEBBIE VALLES      | 12/13/2019 | 25828    | 110000000   | DEVELOPER FEE REFUND  | \$37.32    |
| SERGIO AND/OR DEBBIE VALLES      |                                  |            |          |             | Total Check Amount:   | \$37.32    |
| 182749                           | VELOCITYEHS                      | 12/13/2019 | 29307    | 110515141   | 19/20 MSDS ONLINE     | \$329.90   |
|                                  |                                  | 12/13/2019 | 29307    | 110515144   | 19/20 MSDS ONLINE     | \$329.90   |
|                                  |                                  | 12/13/2019 | 29307    | 420515131   | 19/20 MSDS ONLINE     | \$659.80   |
|                                  |                                  | 12/13/2019 | 29307    | 430515123   | 19/20 MSDS ONLINE     | \$659.80   |
|                                  |                                  | 12/13/2019 | 29307    | 480515161   | 19/20 MSDS ONLINE     | \$659.80   |
|                                  |                                  | 12/13/2019 | 29307    | 490515151   | 19/20 MSDS ONLINE     | \$659.80   |
| VELOCITYEHS                      |                                  |            |          |             | Total Check Amount:   | \$3,299.00 |
| 182750                           | DONALD WEBER                     | 12/13/2019 | 20118    | 110000000   | DEVELOPER FEE REFUND  | \$285.00   |
| DONALD WEBER                     |                                  |            |          |             | Total Check Amount:   | \$285.00   |
| 182751                           | WESTRUX INTERNATIONAL            | 12/13/2019 | 25302    | 480515161   | FILTER ACCESS KIT     | \$95.19    |
| WESTRUX INTERNATIONAL            |                                  |            |          |             | Total Check Amount:   | \$95.19    |
| 182752                           | WHEELS LT LSR                    | 12/13/2019 | 29182    | 110000000   | CITATION REFUND       | \$281.00   |
| WHEELS LT LSR                    |                                  |            |          |             | Total Check Amount:   | \$281.00   |
| 182753                           | MELISSA WILLIAMS                 | 12/13/2019 | 29249    | 110000000   | DEVELOPER FEE REFUND  | \$254.00   |
| MELISSA WILLIAMS                 |                                  |            |          |             | Total Check Amount:   | \$254.00   |
| 182754                           | YING YANG                        | 12/13/2019 | 29174    | 420000000   | CLOSED WATER ACCOUNT  | \$627.01   |
| YING YANG                        |                                  |            |          |             | Total Check Amount:   | \$627.01   |
| 182755                           | JASON YEE                        | 12/13/2019 | 29292    | 110000000   | DEVELOPER FEE REFUND  | \$272.00   |
| JASON YEE                        |                                  |            |          |             | Total Check Amount:   | \$272.00   |
| 182756                           | XUEFEI ZHOU                      | 12/13/2019 | 29305    | 110000000   | DEVELOPER FEE REFUND  | \$348.00   |
| XUEFEI ZHOU                      |                                  |            |          |             | Total Check Amount:   | \$348.00   |

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| Check #  | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description               | Amount              |
|--|---------------------------------|------------|----------|-------------|---------------------------|---------------------|
| Check Subtotal                                   |                                 |            |          |             |                           | <b>\$153,636.70</b> |
| V39871   | ADAMSON POLICE PRODUCTS         | 12/13/2019 | 4023     | 110212131   | BAGS FOR PRISON BELON     | \$267.44            |
| ADAMSON POLICE PRODUCTS Total Check Amount:      |                                 |            |          |             |                           | <b>\$267.44</b>     |
| V39872   | ADLERHORST INT'L INC            | 12/13/2019 | 2223     | 110212111   | AGITATOR SEMINAR #239     | \$300.00            |
|  |                                 | 12/13/2019 | 2223     | 110212131   | ON-SITE TRNG:JARVIS       | \$192.50            |
| ADLERHORST INT'L INC Total Check Amount:         |                                 |            |          |             |                           | <b>\$492.50</b>     |
| V39873   | ADMINISTRATIVE & PROF           | 12/13/2019 | 3344     | 110         | DED:4010 APEA MEMBR       | \$564.00            |
| ADMINISTRATIVE & PROF Total Check Amount:        |                                 |            |          |             |                           | <b>\$564.00</b>     |
| V39874   | THE ADVANTAGE GROUP             | 12/13/2019 | 24539    | 110         | DED:808B FSA DEPCAR       | \$2,967.32          |
|  |                                 | 12/13/2019 | 24539    | 110         | DED:808C FSA UR MED       | \$5,178.13          |
| THE ADVANTAGE GROUP Total Check Amount:          |                                 |            |          |             |                           | <b>\$8,145.45</b>   |
| V39875   | ALBERT GROVER & ASSOCIATES      | 12/13/2019 | 23588    | 110000000   | TRAFFIC ENG OCT 19        | \$1,350.00          |
|  |                                 | 12/13/2019 | 23588    | 110515171   | CONSULTANT TO PROVIDE PRO | \$9,591.75          |
|  |                                 | 12/13/2019 | 23588    | 510515171   | CONSULTANT TO PROVIDE PRO | \$1,433.25          |
|  |                                 | 12/13/2019 | 23588    | 510707219   | TRAFFIC ENG OCT 19        | \$450.00            |
|  |                                 | 12/13/2019 | 23588    | 510707709   | TRAFFIC ENG OCT 19        | \$1,310.00          |
| ALBERT GROVER & ASSOCIATES Total Check Amount:   |                                 |            |          |             |                           | <b>\$14,135.00</b>  |
| V39876   | JUDY ALLEN                      | 12/13/2019 | 20447    | 110404215   | CLASS INSTR NOV 2019      | \$300.00            |
| JUDY ALLEN Total Check Amount:                   |                                 |            |          |             |                           | <b>\$300.00</b>     |
| V39877   | ALTA LANGUAGE SERVICES, INC     | 12/13/2019 | 25953    | 110141481   | LISTEN/SPEAK TEST (4)     | \$220.00            |
| ALTA LANGUAGE SERVICES, INC Total Check Amount:  |                                 |            |          |             |                           | <b>\$220.00</b>     |
| V39878   | BAB STEERING HYDRAULICS INC.    | 12/13/2019 | 18365    | 480515161   | CYLINDER                  | \$357.47            |
| BAB STEERING HYDRAULICS INC. Total Check Amount: |                                 |            |          |             |                           | <b>\$357.47</b>     |
| V39879   | CORRINE BARRIOS GAMINO          | 12/13/2019 | 28084    | 110404215   | CLASS INSTR NOV 2019      | \$60.00             |
| CORRINE BARRIOS GAMINO Total Check Amount:       |                                 |            |          |             |                           | <b>\$60.00</b>      |
| V39880   | BEST LAWN MOWER SERVICE         | 12/13/2019 | 16230    | 480515161   | ECHO BCKPCK BLOWER        | \$432.99            |
|  |                                 | 12/13/2019 | 16230    | 480515161   | LAWN EQUIP REPAIR         | \$361.32            |
| BEST LAWN MOWER SERVICE Total Check Amount:      |                                 |            |          |             |                           | <b>\$794.31</b>     |
| V39881   | CHRISTINE BOATNER               | 12/13/2019 | 18460    | 110404215   | BECKMAN FITNESS OCT19     | \$130.00            |
|  |                                 | 12/13/2019 | 18460    | 110404215   | CLASS INSTR BCC OCT19     | \$350.00            |
|  |                                 | 12/13/2019 | 18460    | 110404215   | CLASS INSTR NOV 2019      | \$643.00            |
| CHRISTINE BOATNER Total Check Amount:            |                                 |            |          |             |                           | <b>\$1,123.00</b>   |
| V39882   | BOTACH TACTICAL                 | 12/13/2019 | 5214     | 110212131   | BATTERIES                 | \$603.18            |
| BOTACH TACTICAL Total Check Amount:              |                                 |            |          |             |                           | <b>\$603.18</b>     |
| V39883   | BPSEA MEMORIAL FOUNDATION       | 12/13/2019 | 14990    | 110         | DED:4050 MEMORIAL         | \$214.50            |
| BPSEA MEMORIAL FOUNDATION Total Check Amount:    |                                 |            |          |             |                           | <b>\$214.50</b>     |
| V39884   | BREA CITY EMPLOYEES ASSOCIATION | 12/13/2019 | 3236     | 110         | DED:4005 BCEA MEMBR       | \$560.00            |

## City Check Register for: Dec 13, 2019

| Check #                                   | Vendor Name                        | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|---|------------------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| <b>BREA CITY EMPLOYEES ASSOCIATION</b>    |                                    |            |          |             |                       | <b>Total Check Amount: \$560.00</b>   |
| V39885                                    | BREA ELECTRIC COMPANY              | 12/13/2019 | 27530    | 341515112   | LIGHT REPAIR          | \$142.50                              |
|   |                                    | 12/13/2019 | 27530    | 342515112   | LIGHT REPAIR          | \$237.41                              |
|   |                                    | 12/13/2019 | 27530    | 343515112   | LIGHT REPAIR          | \$142.50                              |
| <b>BREA ELECTRIC COMPANY</b>              |                                    |            |          |             |                       | <b>Total Check Amount: \$522.41</b>   |
| V39886                                    | BREA FIREFIGHTERS ASSOCIATION      | 12/13/2019 | 3237     | 110         | DED:4016 ASSOC MEMB   | \$3,156.75                            |
| <b>BREA FIREFIGHTERS ASSOCIATION</b>      |                                    |            |          |             |                       | <b>Total Check Amount: \$3,156.75</b> |
| V39887                                    | BREA POLICE ASSOCIATION            | 12/13/2019 | 3769     | 110         | DED:4030 BPA REG      | \$3,300.00                            |
| <b>BREA POLICE ASSOCIATION</b>            |                                    |            |          |             |                       | <b>Total Check Amount: \$3,300.00</b> |
| V39888                                    | BREA POLICE ATHLETIC LEAGUE        | 12/13/2019 | 1068     | 110         | DED:5010 B.P.A.L.     | \$130.00                              |
| <b>BREA POLICE ATHLETIC LEAGUE</b>        |                                    |            |          |             |                       | <b>Total Check Amount: \$130.00</b>   |
| V39889                                    | BREA POLICE MANAGEMENT ASSOCIATION | 12/13/2019 | 21189    | 110         | DED:4019 LDF MEMBRS   | \$13.00                               |
|   |                                    | 12/13/2019 | 21189    | 110         | DED:4020 PMA MEMBRS   | \$195.00                              |
| <b>BREA POLICE MANAGEMENT ASSOCIATION</b> |                                    |            |          |             |                       | <b>Total Check Amount: \$208.00</b>   |
| V39890                                    | OMAR BRIOSO                        | 12/13/2019 | 15737    | 110212111   | TACT RIFLE INSTR CRSE | \$24.00                               |
| <b>OMAR BRIOSO</b>                        |                                    |            |          |             |                       | <b>Total Check Amount: \$24.00</b>    |
| V39891                                    | RENEE BROWNE                       | 12/13/2019 | 29102    | 110404215   | CLASS INSTR NOV 2019  | \$50.00                               |
| <b>RENEE BROWNE</b>                       |                                    |            |          |             |                       | <b>Total Check Amount: \$50.00</b>    |
| V39892                                    | BRUCE CAMPBELL SAND AND GRAVEL     | 12/13/2019 | 21898    | 110515144   | SEED TOP DRESSING     | \$1,131.38                            |
| <b>BRUCE CAMPBELL SAND AND GRAVEL</b>     |                                    |            |          |             |                       | <b>Total Check Amount: \$1,131.38</b> |
| V39893                                    | C. WELLS PIPELINE MATERIALS INC    | 12/13/2019 | 13055    | 420515131   | PLUMBING SUPPLIES     | \$3,979.41                            |
| <b>C. WELLS PIPELINE MATERIALS INC</b>    |                                    |            |          |             |                       | <b>Total Check Amount: \$3,979.41</b> |
| V39894                                    | CANNINGS ACE HARDWARE              | 12/13/2019 | 15828    | 110515141   | TOOL/BOLTS            | \$17.26                               |
|   |                                    | 12/13/2019 | 15828    | 110515141   | TRASH CAN/SAW BLADES  | \$111.44                              |
|   |                                    | 12/13/2019 | 15828    | 480515161   | SHOP SUPPLIES         | \$83.31                               |
| <b>CANNINGS ACE HARDWARE</b>              |                                    |            |          |             |                       | <b>Total Check Amount: \$212.01</b>   |
| V39895                                    | CANON FINANCIAL SERVICES, INC.     | 12/13/2019 | 20648    | 110141441   | 0010549207006 OCT-DEC | \$303.87                              |
| <b>CANON FINANCIAL SERVICES, INC.</b>     |                                    |            |          |             |                       | <b>Total Check Amount: \$303.87</b>   |
| V39896                                    | ARLINDA CANTU                      | 12/13/2019 | 26312    | 110404215   | CLASS INSTR NOV 2019  | \$1,974.14                            |
| <b>ARLINDA CANTU</b>                      |                                    |            |          |             |                       | <b>Total Check Amount: \$1,974.14</b> |
| V39897                                    | SARAH CARBAJAL                     | 12/13/2019 | 28362    | 110404215   | CLASS INSTR NOV 2019  | \$182.00                              |
| <b>SARAH CARBAJAL</b>                     |                                    |            |          |             |                       | <b>Total Check Amount: \$182.00</b>   |
| V39898                                    | ANDREW CATOR                       | 12/13/2019 | 6646     | 460141474   | NOV 2019 MILEAGE      | \$162.40                              |
| <b>ANDREW CATOR</b>                       |                                    |            |          |             |                       | <b>Total Check Amount: \$162.40</b>   |
| V39899                                    | MARIANITA CAUSEY                   | 12/13/2019 | 15943    | 110404215   | CLASS INSTR NOV 2019  | \$27.00                               |
| <b>MARIANITA CAUSEY</b>                   |                                    |            |          |             |                       | <b>Total Check Amount: \$27.00</b>    |
| V39900                                    | GRACE CHAN                         | 12/13/2019 | 29172    | 110404215   | CLASS INSTR NOV 2019  | \$25.00                               |
| <b>GRACE CHAN</b>                         |                                    |            |          |             |                       | <b>Total Check Amount: \$25.00</b>    |
| V39901                                    | CORE & MAIN LP                     | 12/13/2019 | 27049    | 420515131   | DIFFUSER              | \$1,023.63                            |



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|--|---------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V39901                                 | CORE & MAIN LP                  | 12/13/2019 | 27049    | 420515131   | METERS                     | \$25,127.06        |
| <b>CORE &amp; MAIN LP</b>              |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$26,150.69</b> |
| V39902                                 | JOEL DACANAY                    | 12/13/2019 | 28068    | 110404215   | CLASS INSTR NOV 2019       | \$145.00           |
| <b>JOEL DACANAY</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$145.00</b>    |
| V39903                                 | MICHAEL DURALDE                 | 12/13/2019 | 25228    | 110404215   | CLASS INSTR NOV 2019       | \$2,635.80         |
| <b>MICHAEL DURALDE</b>                 |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$2,635.80</b>  |
| V39904                                 | MYRA DUVALL                     | 12/13/2019 | 18083    | 110404215   | CLASS INSTR NOV 2019       | \$225.00           |
| <b>MYRA DUVALL</b>                     |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$225.00</b>    |
| V39905                                 | EAN SERVICES, LLC               | 12/13/2019 | 26450    | 110222221   | CAR RENTAL #7JHVTR         | \$651.45           |
|  |                                 | 12/13/2019 | 26450    | 110222221   | CAR RENTAL #7JHWV5         | \$532.60           |
| <b>EAN SERVICES, LLC</b>               |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$1,184.05</b>  |
| V39906                                 | ECONOLITE SYSTEMS, INC.         | 12/13/2019 | 27147    | 110515121   | 27783 NON-PO               | (\$3,678.42)       |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 27892 NON-PO               | (\$433.70)         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 28100 NON-PO               | (\$243.10)         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 28118 NON-PO               | (\$3,859.04)       |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 28319 NON-PO               | (\$1,503.88)       |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 28630 NON-PO               | (\$602.60)         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | 28932 NON-PO               | (\$3,672.27)       |
|  |                                 | 12/13/2019 | 27147    | 110515121   | E/O SIGNAL MNT OCT19       | \$6,115.77         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | FIBER OPTIC RPR 6/26       | \$602.60           |
|  |                                 | 12/13/2019 | 27147    | 110515121   | FIBER RPRS:DTPS3 4/29      | \$243.10           |
|  |                                 | 12/13/2019 | 27147    | 110515121   | INSTALL:PD RAT LIGHTS      | \$3,672.27         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | LAMBERT/BERRY JUL19        | \$1,503.88         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | MO. SIGNAL MNT OCT19       | \$3,025.56         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | QUAD CARD REPAIR           | \$433.70           |
|  |                                 | 12/13/2019 | 27147    | 110515121   | SIGNAL LOOPS REPAIR        | \$3,678.42         |
|  |                                 | 12/13/2019 | 27147    | 110515121   | TA SGNL POLE KNOCKDOWN     | \$3,859.04         |
| <b>ECONOLITE SYSTEMS, INC.</b>         |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$9,141.33</b>  |
| V39907                                 | EQUIPMENT DIRECT INC            | 12/13/2019 | 4522     | 110515121   | LT TRK LANYARD/HRDHAT      | \$163.14           |
|  |                                 | 12/13/2019 | 4522     | 110515121   | SAFETY VEST/GLOVES         | \$81.11            |
|  |                                 | 12/13/2019 | 4522     | 110515144   | SAFETY SUPPLIES            | \$110.12           |
| <b>EQUIPMENT DIRECT INC</b>            |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$354.37</b>    |
| V39908                                 | EWING IRRIGATION PRODUCTS, INC. | 12/13/2019 | 5807     | 110515141   | IRRIGATION PARTS           | \$195.27           |
|  |                                 | 12/13/2019 | 5807     | 110515141   | TOOLS                      | \$102.59           |
|  |                                 | 12/13/2019 | 5807     | 360515145   | IRRIGATION PARTS           | \$262.78           |
| <b>EWING IRRIGATION PRODUCTS, INC.</b> |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$560.64</b>    |
| V39909                                 | FACTORY MOTOR PARTS COMPANY     | 12/13/2019 | 3504     | 480515161   | BATTERIES                  | \$954.93           |
|  |                                 | 12/13/2019 | 3504     | 480515161   | FUEL PUMP                  | \$410.75           |

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| Check #                            | Vendor Name                 | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|------------------------------------|-----------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| V39909                             | FACTORY MOTOR PARTS COMPANY | 12/13/2019 | 3504     | 480515161   | GASKET                | \$7.24                                |
| <b>FACTORY MOTOR PARTS COMPANY</b> |                             |            |          |             |                       | <b>Total Check Amount: \$1,372.92</b> |
| V39910                             | FILARSKY & WATT LLP         | 12/13/2019 | 2043     | 110141481   | PROF SVCS NOV 2019    | \$310.00                              |
| <b>FILARSKY &amp; WATT LLP</b>     |                             |            |          |             |                       | <b>Total Check Amount: \$310.00</b>   |
| V39911                             | FIREFIGHTERS SAFETY CENTER  | 12/13/2019 | 18485    | 110222221   | UNIFORMS              | \$255.67                              |
| <b>FIREFIGHTERS SAFETY CENTER</b>  |                             |            |          |             |                       | <b>Total Check Amount: \$255.67</b>   |
| V39912                             | FLEMING ENVIRONMENTAL, INC. | 12/13/2019 | 18487    | 480515161   | CCC/FS3 SB989 TESTING | \$1,900.00                            |
| <b>FLEMING ENVIRONMENTAL, INC.</b> |                             |            |          |             |                       | <b>Total Check Amount: \$1,900.00</b> |
| V39913                             | FUSCOE ENGINEERING, INC.    | 12/13/2019 | 18052    | 110000000   | ALVERO WQMP           | \$429.00                              |
|                                    |                             | 12/13/2019 | 18052    | 110000000   | BREA PLUMBING WQMP    | \$429.00                              |
|                                    |                             | 12/13/2019 | 18052    | 110000000   | CALVARY WQMD PLAN CHK | \$495.00                              |
|                                    |                             | 12/13/2019 | 18052    | 410515132   | NPDES SERVICES        | \$5,478.25                            |
| <b>FUSCOE ENGINEERING, INC.</b>    |                             |            |          |             |                       | <b>Total Check Amount: \$6,831.25</b> |
| V39914                             | GALE SUPPLY COMPANY         | 12/13/2019 | 21090    | 110515141   | JANITORIAL SUPPLIES   | \$322.84                              |
|                                    |                             | 12/13/2019 | 21090    | 110515144   | JANITORIAL SUPPLIES   | \$133.89                              |
|                                    |                             | 12/13/2019 | 21090    | 110515148   | JANITORIAL SUPPLIES   | \$133.89                              |
|                                    |                             | 12/13/2019 | 21090    | 360515145   | JANITORIAL SUPPLIES   | \$133.89                              |
| <b>GALE SUPPLY COMPANY</b>         |                             |            |          |             |                       | <b>Total Check Amount: \$724.51</b>   |
| V39915                             | GALLS/QUARTERMASTER         | 12/13/2019 | 16493    | 110212111   | BELT/PAGER GLOVE CASE | \$58.34                               |
|                                    |                             | 12/13/2019 | 16493    | 110212111   | FOLDING KNIFE/BELT    | \$48.46                               |
| <b>GALLS/QUARTERMASTER</b>         |                             |            |          |             |                       | <b>Total Check Amount: \$106.80</b>   |
| V39916                             | GEORGE HILLS COMPANY        | 12/13/2019 | 27340    | 470141483   | ANNUAL MED/CMS REPORT | \$250.00                              |
| <b>GEORGE HILLS COMPANY</b>        |                             |            |          |             |                       | <b>Total Check Amount: \$250.00</b>   |
| V39917                             | MELISSA GIFFORD             | 12/13/2019 | 10645    | 110404215   | CLASS INSTR NOV 2019  | \$225.00                              |
| <b>MELISSA GIFFORD</b>             |                             |            |          |             |                       | <b>Total Check Amount: \$225.00</b>   |
| V39918                             | DON GOLDEN                  | 12/13/2019 | 10729    | 110000000   | INSP SVCS 11/21-12/4  | \$7,050.00                            |
|                                    |                             | 12/13/2019 | 10729    | 110323242   | INSP SVCS 11/21-12/4  | \$37.50                               |
|                                    |                             | 12/13/2019 | 10729    | 510707941   | INSP SVCS 11/21-12/4  | \$75.00                               |
| <b>DON GOLDEN</b>                  |                             |            |          |             |                       | <b>Total Check Amount: \$7,162.50</b> |
| V39919                             | MARITZA GONZALEZ            | 12/13/2019 | 28459    | 110404215   | CLASS INSTR NOV 2019  | \$178.00                              |
| <b>MARITZA GONZALEZ</b>            |                             |            |          |             |                       | <b>Total Check Amount: \$178.00</b>   |
| V39920                             | GRAFIX SYSTEMS              | 12/13/2019 | 28716    | 172222223   | GRAPHICS:LADDER 1     | \$4,957.13                            |
|                                    |                             | 12/13/2019 | 28716    | 172222223   | GRAPHICS:LADDER 2     | \$4,746.82                            |
| <b>GRAFIX SYSTEMS</b>              |                             |            |          |             |                       | <b>Total Check Amount: \$9,703.95</b> |
| V39921                             | GRAINGER                    | 12/13/2019 | 13634    | 110222211   | BATTERIES             | \$116.95                              |
|                                    |                             | 12/13/2019 | 13634    | 480515161   | WALL-MOUNT HOSE REEL  | \$87.81                               |
| <b>GRAINGER</b>                    |                             |            |          |             |                       | <b>Total Check Amount: \$204.76</b>   |
| V39922                             | MONA HERNANDEZ              | 12/13/2019 | 23114    | 110404215   | CLASS INSTR NOV 2019  | \$864.40                              |
| <b>MONA HERNANDEZ</b>              |                             |            |          |             |                       | <b>Total Check Amount: \$864.40</b>   |

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|----------------------------------|--------------------------------|------------|----------|-------------|----------------------------|-------------------|
| V39923                           | JENNA HERRERA                  | 12/13/2019 | 10886    | 110212111   | TRAINING MILEAGE           | \$29.93           |
| <b>JENNA HERRERA</b>             |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$29.93</b>    |
| V39924                           | HITECH SOFTWARE INC            | 12/13/2019 | 19937    | 110515125   | CARCOUNT SYST MNT DEC      | \$1,345.00        |
|                                  |                                | 12/13/2019 | 19937    | 110515125   | CARCOUNT SYST MNT NOV      | \$1,345.00        |
| <b>HITECH SOFTWARE INC</b>       |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$2,690.00</b> |
| V39925                           | IMPERIAL SPRINKLER SUPPLY      | 12/13/2019 | 24260    | 110515141   | TOOLS                      | \$99.91           |
|                                  |                                | 12/13/2019 | 24260    | 110515143   | IRRIGATION PARTS           | \$155.02          |
|                                  |                                | 12/13/2019 | 24260    | 110515144   | IRRIGATION PARTS           | \$713.14          |
|                                  |                                | 12/13/2019 | 24260    | 360515145   | IRRIGATION PARTS           | \$432.01          |
| <b>IMPERIAL SPRINKLER SUPPLY</b> |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$1,400.08</b> |
| V39926                           | PAMELA JOHNSTON                | 12/13/2019 | 28025    | 110404215   | CLASS INSTR NOV 2019       | \$225.00          |
| <b>PAMELA JOHNSTON</b>           |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$225.00</b>   |
| V39927                           | K PRO STONE CARE               | 12/13/2019 | 20535    | 490515151   | VET SITE MNT+STONES        | \$1,250.00        |
| <b>K PRO STONE CARE</b>          |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$1,250.00</b> |
| V39928                           | KAREN KIESS                    | 12/13/2019 | 21414    | 110404215   | CLASS INSTR NOV 2019       | \$200.00          |
| <b>KAREN KIESS</b>               |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$200.00</b>   |
| V39929                           | TRAVIS KNABE                   | 12/13/2019 | 25137    | 174222222   | TRAINING EXPENSES          | \$63.30           |
| <b>TRAVIS KNABE</b>              |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$63.30</b>    |
| V39930                           | KWIK KLEEN                     | 12/13/2019 | 23771    | 480515161   | PARTS WASHER SERVICE       | \$150.00          |
| <b>KWIK KLEEN</b>                |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$150.00</b>   |
| V39931                           | DOLLY LAI                      | 12/13/2019 | 18084    | 110404215   | CLASS INSTR NOV 2019       | \$150.00          |
| <b>DOLLY LAI</b>                 |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$150.00</b>   |
| V39932                           | RENEE F. LAVACOT               | 12/13/2019 | 6754     | 110404215   | CLASS INSTR NOV 2019       | \$340.00          |
| <b>RENEE F. LAVACOT</b>          |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$340.00</b>   |
| V39933                           | LEHR                           | 12/13/2019 | 26035    | 480515161   | POLICE RETRACTOR           | \$245.77          |
| <b>LEHR</b>                      |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$245.77</b>   |
| V39934                           | PRISCILLA J. LEON              | 12/13/2019 | 29029    | 110404215   | CLASS INSTR NOV 2019       | \$75.00           |
| <b>PRISCILLA J. LEON</b>         |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$75.00</b>    |
| V39935                           | BERRY LIANG                    | 12/13/2019 | 25640    | 110404215   | CLASS INSTR NOV 2019       | \$1,294.70        |
| <b>BERRY LIANG</b>               |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$1,294.70</b> |
| V39936                           | JUAN LINARES                   | 12/13/2019 | 19365    | 110323241   | TRAINING EXPENSES          | \$32.00           |
| <b>JUAN LINARES</b>              |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$32.00</b>    |
| V39937                           | LINEGEAR                       | 12/13/2019 | 23894    | 110222231   | BRUSH PANTS                | \$572.65          |
| <b>LINEGEAR</b>                  |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$572.65</b>   |
| V39938                           | LONG BEACH BMW                 | 12/13/2019 | 18120    | 480515161   | INSTALL LED LIGHTS         | \$657.77          |
| <b>LONG BEACH BMW</b>            |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$657.77</b>   |
| V39939                           | LOS ANGELES TRUCK CENTERS, LLC | 12/13/2019 | 7300     | 480         | VACTOR REPAIR PARTS        | (\$177.97)        |
|                                  |                                | 12/13/2019 | 7300     | 480515161   | VACTOR ENGINE REPAIR       | \$910.07          |
|                                  |                                | 12/13/2019 | 7300     | 480515161   | VACTOR REPAIR PARTS        | \$5,167.97        |

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|----------------------------------|----------------------------------|------------|----------|-------------|------------------------|-------------|
| LOS ANGELES TRUCK CENTERS, LLC   |                                  |            |          |             | Total Check Amount:    | \$5,900.07  |
| V39940                           | TANYA LOSCUTOFF                  | 12/13/2019 | 22092    | 110404215   | CLASS INSTR NOV 2019   | \$1,699.76  |
| TANYA LOSCUTOFF                  |                                  |            |          |             | Total Check Amount:    | \$1,699.76  |
| V39941                           | KRIS MARUMOTO                    | 12/13/2019 | 17803    | 110404215   | CLASS INSTR NOV 2019   | \$275.00    |
| KRIS MARUMOTO                    |                                  |            |          |             | Total Check Amount:    | \$275.00    |
| V39942                           | ANDREA MCGRANAHAN                | 12/13/2019 | 26046    | 110404215   | CLASS INSTR NOV 2019   | \$1,125.20  |
| ANDREA MCGRANAHAN                |                                  |            |          |             | Total Check Amount:    | \$1,125.20  |
| V39943                           | JENNIFER MONZON-SCROFINI         | 12/13/2019 | 20158    | 110404215   | CLASS INSTR NOV 2019   | \$52.00     |
| JENNIFER MONZON-SCROFINI         |                                  |            |          |             | Total Check Amount:    | \$52.00     |
| V39944                           | DANIEL MOON                      | 12/13/2019 | 8341     | 110000000   | DEVELOPER FEE REFUND   | \$165.35    |
| DANIEL MOON                      |                                  |            |          |             | Total Check Amount:    | \$165.35    |
| V39945                           | NATASHA MOORE                    | 12/13/2019 | 10711    | 110404215   | CLASS INSTR NOV 2019   | \$50.00     |
| NATASHA MOORE                    |                                  |            |          |             | Total Check Amount:    | \$50.00     |
| V39946                           | MUELLER COMPANY                  | 12/13/2019 | 18067    | 420         | TAX ON METER REGSTERS  | (\$30.32)   |
|                                  |                                  | 12/13/2019 | 18067    | 420515131   | METER REGISTERS        | \$421.52    |
| MUELLER COMPANY                  |                                  |            |          |             | Total Check Amount:    | \$391.20    |
| V39947                           | MUNICIPAL WATER DISTRICT         | 12/13/2019 | 3784     | 420515131   | WATER DELIVERY OCT19   | \$14,223.32 |
| MUNICIPAL WATER DISTRICT         |                                  |            |          |             | Total Check Amount:    | \$14,223.32 |
| V39948                           | ADRIANA MUÑOZ                    | 12/13/2019 | 27997    | 110404215   | CLASS INSTR NOV 2019   | \$25.00     |
| ADRIANA MUÑOZ                    |                                  |            |          |             | Total Check Amount:    | \$25.00     |
| V39949                           | MYERS AND SONS                   | 12/13/2019 | 21624    | 110515121   | DRIVE CAP TOOL         | \$346.07    |
|                                  |                                  | 12/13/2019 | 21624    | 510707702   | FIRE STATION #2 SIGNS  | \$95.74     |
| MYERS AND SONS                   |                                  |            |          |             | Total Check Amount:    | \$441.81    |
| V39950                           | ONWARD ENGINEERING               | 12/13/2019 | 22106    | 110000000   | INSP SVCS OCT 2019     | \$13,925.00 |
|                                  |                                  | 12/13/2019 | 22106    | 110515171   | INSP SVCS OCT 2019     | \$11,372.50 |
| ONWARD ENGINEERING               |                                  |            |          |             | Total Check Amount:    | \$25,297.50 |
| V39951                           | ORANGE COAST PETROLEUM EQPT INC. | 12/13/2019 | 28719    | 480515161   | FUEL ISLAND DISPENSER  | \$544.14    |
| ORANGE COAST PETROLEUM EQPT INC. |                                  |            |          |             | Total Check Amount:    | \$544.14    |
| V39952                           | ORANGE COUNTY UNITED WAY         | 12/13/2019 | 3451     | 110         | DED:5005 UNITED WAY    | \$11.93     |
| ORANGE COUNTY UNITED WAY         |                                  |            |          |             | Total Check Amount:    | \$11.93     |
| V39953                           | OZUNA ELECTRIC CO.INC.           | 12/13/2019 | 18504    | 110515121   | CENTRAL AVE ST LT RPR  | \$1,800.00  |
| OZUNA ELECTRIC CO.INC.           |                                  |            |          |             | Total Check Amount:    | \$1,800.00  |
| V39954                           | PARACLETE FIRE AND SAFETY, INC.  | 12/13/2019 | 17760    | 110212131   | FIRE EXT SERVICE 11/19 | \$448.46    |
| PARACLETE FIRE AND SAFETY, INC.  |                                  |            |          |             | Total Check Amount:    | \$448.46    |
| V39955                           | PARKHOUSE TIRE, INC.             | 12/13/2019 | 22120    | 480515161   | MOUNT FORKLIFT TIRES   | \$382.33    |
| PARKHOUSE TIRE, INC.             |                                  |            |          |             | Total Check Amount:    | \$382.33    |
| V39956                           | PARSONS TRANSPORTATION GROUP     | 12/13/2019 | 25626    | 510707251   | 57/LAMBERT INT OCT19   | \$11,741.43 |
|                                  |                                  | 12/13/2019 | 25626    | 510707251   | 57/LAMBERT INT SEPT19  | \$14,727.90 |
| PARSONS TRANSPORTATION GROUP     |                                  |            |          |             | Total Check Amount:    | \$26,469.33 |

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|----------------------------------|----------------------------------|------------|----------|-------------|-----------------------|-------------|
| V39957                           | PIERRE PASA                      | 12/13/2019 | 11096    | 110404215   | CLASS INSTR NOV 2019  | \$217.00    |
| PIERRE PASA                      |                                  |            |          |             | Total Check Amount:   | \$217.00    |
| V39958                           | HERMAN PERDOMO JR,               | 12/13/2019 | 20265    | 110404215   | CLASS INSTR NOV 2019  | \$125.00    |
| HERMAN PERDOMO JR,               |                                  |            |          |             | Total Check Amount:   | \$125.00    |
| V39959                           | IRACEMA PERDOMO                  | 12/13/2019 | 14135    | 110404215   | CLASS INSTR NOV 2019  | \$325.00    |
| IRACEMA PERDOMO                  |                                  |            |          |             | Total Check Amount:   | \$325.00    |
| V39960                           | BRIANA PERLSON                   | 12/13/2019 | 28024    | 110404215   | CLASS INSTR NOV 2019  | \$23.00     |
| BRIANA PERLSON                   |                                  |            |          |             | Total Check Amount:   | \$23.00     |
| V39961                           | PETROLEUM MARKETING EQUIPMENT    | 12/13/2019 | 9282     | 480515161   | CORE CREDIT           | (\$27.19)   |
|                                  |                                  | 12/13/2019 | 9282     | 480515161   | FUEL DISPENSER HOSE   | \$364.99    |
| PETROLEUM MARKETING EQUIPMENT    |                                  |            |          |             | Total Check Amount:   | \$337.80    |
| V39962                           | PLACEWORKS, INC.                 | 12/13/2019 | 26720    | 110000000   | BREA 265 EIR OCT 2019 | \$20,837.88 |
|                                  |                                  | 12/13/2019 | 26720    | 110000000   | BREA MALL CEQA OCT19  | \$14,369.84 |
| PLACEWORKS, INC.                 |                                  |            |          |             | Total Check Amount:   | \$35,207.72 |
| V39963                           | PLUMBERS DEPOT INC.              | 12/13/2019 | 14542    | 430515123   | CCTV CAMERA REPAIR    | \$469.21    |
|                                  |                                  | 12/13/2019 | 14542    | 430515123   | SEWER DEBRIS CATCHER  | \$231.66    |
|                                  |                                  | 12/13/2019 | 14542    | 480515161   | 22001 VACTORFLOAT RPR | \$970.96    |
| PLUMBERS DEPOT INC.              |                                  |            |          |             | Total Check Amount:   | \$1,671.83  |
| V39964                           | QUALITY PLACEMENT AUTHORITY, LLC | 12/13/2019 | 27027    | 110404521   | TEMP STAFF 10/28-11/3 | \$451.80    |
|                                  |                                  | 12/13/2019 | 27027    | 110404521   | TEMP STAFF 11/25-12/1 | \$451.80    |
|                                  |                                  | 12/13/2019 | 27027    | 110404521   | TEMP STAFF 11/4-11/10 | \$768.06    |
|                                  |                                  | 12/13/2019 | 27027    | 110404521   | TEMPSTAFF 10/14-10/20 | \$768.06    |
|                                  |                                  | 12/13/2019 | 27027    | 110404521   | TEMPSTAFF 11/11-11/17 | \$768.06    |
|                                  |                                  | 12/13/2019 | 27027    | 110404521   | TEMPSTAFF 11/18-11/24 | \$768.06    |
| QUALITY PLACEMENT AUTHORITY, LLC |                                  |            |          |             | Total Check Amount:   | \$3,975.84  |
| V39965                           | QUINN COMPANY                    | 12/13/2019 | 12380    | 480515161   | GENERATOR REPAIR      | \$1,755.60  |
| QUINN COMPANY                    |                                  |            |          |             | Total Check Amount:   | \$1,755.60  |
| V39966                           | KAYLA RABJOHNS                   | 12/13/2019 | 28472    | 110404215   | CLASS INSTR NOV 2019  | \$92.00     |
| KAYLA RABJOHNS                   |                                  |            |          |             | Total Check Amount:   | \$92.00     |
| V39967                           | RAY-LITE INDUSTRIES, INC.        | 12/13/2019 | 19800    | 490515151   | LED LIGHTING          | \$1,704.86  |
| RAY-LITE INDUSTRIES, INC.        |                                  |            |          |             | Total Check Amount:   | \$1,704.86  |
| V39968                           | REHABWEST, INC.                  | 12/13/2019 | 22325    | 110141481   | CASE #WA59956-1       | \$477.36    |
| REHABWEST, INC.                  |                                  |            |          |             | Total Check Amount:   | \$477.36    |
| V39969                           | RICHARDS, WATSON & GERSHON       | 12/13/2019 | 8978     | 110000000   | 0116 REIMB WORK OCT19 | \$21,164.00 |
| RICHARDS, WATSON & GERSHON       |                                  |            |          |             | Total Check Amount:   | \$21,164.00 |
| V39970                           | RPW SERVICES, INC.               | 12/13/2019 | 3791     | 360515147   | SPRAY FOR FLEAS/TICKS | \$180.00    |
| RPW SERVICES, INC.               |                                  |            |          |             | Total Check Amount:   | \$180.00    |
| V39971                           | RUSSELL SIGLER INC.              | 12/13/2019 | 21638    | 490515151   | HVAC PARTS            | \$179.38    |
|                                  |                                  | 12/13/2019 | 21638    | 490515151   | HVAC T-STAT           | \$33.91     |

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|-----------------------------------|-----------------------------------|------------|----------|-------------|-----------------------|--------------|
| V39971                            | RUSSELL SIGLER INC.               | 12/13/2019 | 21638    | 490515152   | REPL HVAC UNIT @ FS2  | \$3,905.13   |
| RUSSELL SIGLER INC.               |                                   |            |          |             | Total Check Amount:   | \$4,118.42   |
| V39972                            | JOSHUA SAZDANOFF                  | 12/13/2019 | 21272    | 110404215   | CLASS INSTR NOV 2019  | \$162.80     |
| JOSHUA SAZDANOFF                  |                                   |            |          |             | Total Check Amount:   | \$162.80     |
| V39973                            | BILL SCHAEFER                     | 12/13/2019 | 3643     | 174222222   | TRAINING EXPENSES     | \$15.12      |
| BILL SCHAEFER                     |                                   |            |          |             | Total Check Amount:   | \$15.12      |
| V39974                            | LAURENE SCHULZE                   | 12/13/2019 | 18034    | 110404215   | CLASS INSTR NOV 2019  | \$23.00      |
| LAURENE SCHULZE                   |                                   |            |          |             | Total Check Amount:   | \$23.00      |
| V39975                            | ISMAEL O SILVA                    | 12/13/2019 | 24370    | 110404215   | CLASS INSTR NOV 2019  | \$240.00     |
| ISMAEL O SILVA                    |                                   |            |          |             | Total Check Amount:   | \$240.00     |
| V39976                            | SITEONE LANDSCAPE SUPPLY, LLC     | 12/13/2019 | 25942    | 110515141   | IRRIGATION PARTS      | \$757.58     |
| SITEONE LANDSCAPE SUPPLY, LLC     |                                   |            |          |             | Total Check Amount:   | \$757.58     |
| V39977                            | SOUTH COAST EMERGENCY VEHICLE SVC | 12/13/2019 | 18619    | 480515161   | PRIMER VALVE ACTUATOR | \$125.54     |
| SOUTH COAST EMERGENCY VEHICLE SVC |                                   |            |          |             | Total Check Amount:   | \$125.54     |
| V39978                            | SOUTHWEST MATERIAL HANDLING, INC. | 12/13/2019 | 21032    | 480515161   | FORKLIFT KEYS         | \$85.51      |
| SOUTHWEST MATERIAL HANDLING, INC. |                                   |            |          |             | Total Check Amount:   | \$85.51      |
| V39979                            | SPECTRUM GAS PRODUCTS, INC.       | 12/13/2019 | 16060    | 174222222   | OXYGEN                | \$62.50      |
| SPECTRUM GAS PRODUCTS, INC.       |                                   |            |          |             | Total Check Amount:   | \$62.50      |
| V39980                            | STEAMX LLC                        | 12/13/2019 | 24072    | 480515161   | HOSE ASSY/NOZZL TRGGR | \$450.59     |
|                                   |                                   | 12/13/2019 | 24072    | 480515161   | PRESSURE SWITCH SVC   | \$688.04     |
| STEAMX LLC                        |                                   |            |          |             | Total Check Amount:   | \$1,138.63   |
| V39981                            | STOTZ EQUIPMENT                   | 12/13/2019 | 24388    | 110515141   | AERATOR PARTS         | \$134.13     |
|                                   |                                   | 12/13/2019 | 24388    | 110515144   | AERATOR PARTS         | \$134.13     |
|                                   |                                   | 12/13/2019 | 24388    | 360515145   | AERATOR PARTS         | \$134.12     |
|                                   |                                   | 12/13/2019 | 24388    | 480515161   | DIGGER BLADES         | \$471.43     |
|                                   |                                   | 12/13/2019 | 24388    | 480515161   | JD GATOE STOP LIGHT   | \$113.99     |
| STOTZ EQUIPMENT                   |                                   |            |          |             | Total Check Amount:   | \$987.80     |
| V39982                            | STOVER SEED COMPANY               | 12/13/2019 | 15803    | 110515144   | GRASS SEED            | \$3,340.25   |
| STOVER SEED COMPANY               |                                   |            |          |             | Total Check Amount:   | \$3,340.25   |
| V39983                            | SULLY-MILLER CONTRACTING CO.      | 12/13/2019 | 18176    | 510707317   | PROJ MGMT OCT 2019    | \$184,868.86 |
|                                   |                                   | 12/13/2019 | 18176    | 510707461   | PROJ MGMT OCT 2019    | \$404,160.75 |
| SULLY-MILLER CONTRACTING CO.      |                                   |            |          |             | Total Check Amount:   | \$589,029.61 |
| V39984                            | SUPERIOR ALARM SYSTEMS            | 12/13/2019 | 11074    | 110404211   | PROGRAMMING CHANGES   | \$79.00      |
| SUPERIOR ALARM SYSTEMS            |                                   |            |          |             | Total Check Amount:   | \$79.00      |
| V39985                            | THOMSON REUTERS - WEST            | 12/13/2019 | 22020    | 110212121   | INFO CHARGES OCT 2019 | \$379.46     |
| THOMSON REUTERS - WEST            |                                   |            |          |             | Total Check Amount:   | \$379.46     |
| V39986                            | TIFCO INDUSTRIES                  | 12/13/2019 | 8995     | 480515161   | TOOL SUPPLIES         | \$270.89     |
| TIFCO INDUSTRIES                  |                                   |            |          |             | Total Check Amount:   | \$270.89     |



## City Check Register for: Dec 13, 2019

| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description          | Amount                                |
|--|---------------------------------|------------|----------|-------------|----------------------|---------------------------------------|
| V39987                                 | AJA TOKUGAWA                    | 12/13/2019 | 22121    | 110212111   | TRAINING MILEAGE     | \$4.87                                |
| <b>AJA TOKUGAWA</b>                    |                                 |            |          |             |                      | <b>Total Check Amount: \$4.87</b>     |
| V39988                                 | TROPICAL PLAZA NURSERY, INC     | 12/13/2019 | 2062     | 110515143   | PLANT SHRUBS         | \$870.00                              |
|  |                                 | 12/13/2019 | 2062     | 110515143   | PLANTS SHRUBS        | \$2,520.00                            |
|  |                                 | 12/13/2019 | 2062     | 110515143   | REMOVE SHRUBS        | \$650.00                              |
|  |                                 | 12/13/2019 | 2062     | 110515143   | TREE REMOVAL         | \$300.00                              |
|  |                                 | 12/13/2019 | 2062     | 110515148   | PLANTS SHRUBS        | \$561.00                              |
|  |                                 | 12/13/2019 | 2062     | 341515112   | INSTALL CONTROLLER   | \$180.00                              |
|  |                                 | 12/13/2019 | 2062     | 341515112   | IRRIGATION REPAIRS   | \$243.00                              |
|  |                                 | 12/13/2019 | 2062     | 343515112   | IRRIGATION REPAIRS   | \$178.00                              |
|  |                                 | 12/13/2019 | 2062     | 345515112   | IRRIGATION REPAIRS   | \$171.24                              |
|  |                                 | 12/13/2019 | 2062     | 346515112   | IRRIGATION REPAIRS   | \$258.73                              |
|  |                                 | 12/13/2019 | 2062     | 347515112   | IRRIGATION REPAIRS   | \$233.37                              |
|  |                                 | 12/13/2019 | 2062     | 360515146   | REMOVE SHRUBS        | \$200.00                              |
| <b>TROPICAL PLAZA NURSERY, INC</b>     |                                 |            |          |             |                      | <b>Total Check Amount: \$6,365.34</b> |
| V39989                                 | LETICIA TRUJILLO                | 12/13/2019 | 22054    | 110404215   | CLASS INSTR NOV 2019 | \$72.00                               |
| <b>LETICIA TRUJILLO</b>                |                                 |            |          |             |                      | <b>Total Check Amount: \$72.00</b>    |
| V39990                                 | TURBO DATA SYSTEMS, INC.        | 12/13/2019 | 1472     | 110212132   | HH LSE TPM NOV 2019  | \$193.95                              |
| <b>TURBO DATA SYSTEMS, INC.</b>        |                                 |            |          |             |                      | <b>Total Check Amount: \$193.95</b>   |
| V39991                                 | EDEN TURNER                     | 12/13/2019 | 21951    | 110404215   | CLASS INSTR NOV 2019 | \$150.00                              |
| <b>EDEN TURNER</b>                     |                                 |            |          |             |                      | <b>Total Check Amount: \$150.00</b>   |
| V39992                                 | UNICORN METALS                  | 12/13/2019 | 17181    | 480515161   | SHEET METAL          | \$52.77                               |
| <b>UNICORN METALS</b>                  |                                 |            |          |             |                      | <b>Total Check Amount: \$52.77</b>    |
| V39993                                 | UNITED ROTARY BRUSH CORPORATION | 12/13/2019 | 16649    | 480515161   | SWEEPER BROOM        | \$123.74                              |
| <b>UNITED ROTARY BRUSH CORPORATION</b> |                                 |            |          |             |                      | <b>Total Check Amount: \$123.74</b>   |
| V39994                                 | VALVERDE CONSTRUCTION, INC.     | 12/13/2019 | 14201    | 430515123   | SEWER MANHOLE REPAIR | \$5,880.00                            |
| <b>VALVERDE CONSTRUCTION, INC.</b>     |                                 |            |          |             |                      | <b>Total Check Amount: \$5,880.00</b> |
| V39995                                 | JUANA VENTURA                   | 12/13/2019 | 17752    | 110404215   | CLASS INSTR NOV 2019 | \$281.00                              |
| <b>JUANA VENTURA</b>                   |                                 |            |          |             |                      | <b>Total Check Amount: \$281.00</b>   |
| V39996                                 | VIRTUAL PROJECT MANAGER         | 12/13/2019 | 23508    | 510707257   | MISC CIP SERVICE     | \$100.00                              |
|  |                                 | 12/13/2019 | 23508    | 510707315   | MISC CIP SERVICE     | \$50.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707316   | MISC CIP SERVICE     | \$50.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707317   | MISC CIP SERVICE     | \$50.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707461   | MISC CIP SERVICE     | \$50.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707922   | MISC CIP SERVICE     | \$50.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707941   | MISC CIP SERVICE     | \$75.00                               |
|  |                                 | 12/13/2019 | 23508    | 510707944   | MISC CIP SERVICE     | \$75.00                               |
| <b>VIRTUAL PROJECT MANAGER</b>         |                                 |            |          |             |                      | <b>Total Check Amount: \$500.00</b>   |

## City Check Register for: Dec 13, 2019

| Check #                        | Vendor Name                    | Check Date | Vendor # | Budget Unit | Description          | Amount       |
|--------------------------------|--------------------------------|------------|----------|-------------|----------------------|--------------|
| V39997                         | WALTERS WHOLESALE ELECTRIC     | 12/13/2019 | 1667     | 341515112   | LIGHT BALLAST        | \$52.65      |
| WALTERS WHOLESALE ELECTRIC     |                                |            |          |             | Total Check Amount:  | \$52.65      |
| V39998                         | LINDA WATSON                   | 12/13/2019 | 11871    | 110404215   | CLASS INSTR NOV 2019 | \$150.00     |
| LINDA WATSON                   |                                |            |          |             | Total Check Amount:  | \$150.00     |
| V39999                         | KAREN WELCH                    | 12/13/2019 | 27434    | 110404215   | CLASS INSTR NOV 2019 | \$150.00     |
| KAREN WELCH                    |                                |            |          |             | Total Check Amount:  | \$150.00     |
| V40000                         | WEST COAST SAND & GRAVEL, INC. | 12/13/2019 | 11519    | 420515131   | SAND                 | \$420.21     |
| WEST COAST SAND & GRAVEL, INC. |                                |            |          |             | Total Check Amount:  | \$420.21     |
| V40001                         | WESTERN GOLF PROPERTIES, LLC   | 12/13/2019 | 29071    | 110515149   | NOV19-COST OF GOODS  | \$2,348.00   |
| WESTERN GOLF PROPERTIES, LLC   |                                |            |          |             | Total Check Amount:  | \$2,348.00   |
| V40002                         | WEST-LITE SUPPLY CO., INC.     | 12/13/2019 | 5192     | 490515151   | LED 4FT LIGHT-FIRE   | \$1,093.66   |
| WEST-LITE SUPPLY CO., INC.     |                                |            |          |             | Total Check Amount:  | \$1,093.66   |
| V40003                         | WILLDAN ENGINEERING            | 12/13/2019 | 12445    | 110000000   | PLAN CHECK 09/27/19  | \$2,384.00   |
| WILLDAN ENGINEERING            |                                |            |          |             | Total Check Amount:  | \$2,384.00   |
| V40004                         | WILLDAN FINANCIAL SERVICES     | 12/13/2019 | 23058    | 542141411   | PROF SVCS OCT 2019   | \$1,525.00   |
|                                |                                | 12/13/2019 | 23058    | 543141411   | PROF SVCS OCT 2019   | \$1,525.00   |
| WILLDAN FINANCIAL SERVICES     |                                |            |          |             | Total Check Amount:  | \$3,050.00   |
| V40005                         | SARA WOODWARD                  | 12/13/2019 | 26083    | 110212122   | NOV 2019 MILEAGE     | \$76.10      |
| SARA WOODWARD                  |                                |            |          |             | Total Check Amount:  | \$76.10      |
| V40006                         | ELEANOR YBARRA                 | 12/13/2019 | 27904    | 110404215   | CLASS INSTR NOV 2019 | \$300.00     |
| ELEANOR YBARRA                 |                                |            |          |             | Total Check Amount:  | \$300.00     |
| V40007                         | ZERO WASTE USA INC/MUTT MITT   | 12/13/2019 | 22125    | 343515112   | DOG WASTE BAGS       | \$520.33     |
|                                |                                | 12/13/2019 | 22125    | 510707950   | DOG WASTE STATIONS   | \$3,341.15   |
| ZERO WASTE USA INC/MUTT MITT   |                                |            |          |             | Total Check Amount:  | \$3,861.48   |
| Voucher Subtotal               |                                |            |          |             |                      | \$897,973.35 |

**TOTAL \$1,051,610.05**

## City Check Register for: Dec 20, 2019

| Check #                          | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description           | Amount      |
|----------------------------------|----------------------------------|------------|----------|-------------|-----------------------|-------------|
| 182757                           | AAA ELECTRIC MOTOR SALES, INC.   | 12/20/2019 | 3615     | 490515151   | ELECTRIC MOTOR REPAIR | \$50.27     |
| AAA ELECTRIC MOTOR SALES, INC.   |                                  |            |          |             | Total Check Amount:   | \$50.27     |
| 182758                           | THE ALLEY CATS MUSIC, INC        | 12/20/2019 | 12680    | 110         | ALLEYCATS XMAS 2019 1 | \$12,532.80 |
| THE ALLEY CATS MUSIC, INC        |                                  |            |          |             | Total Check Amount:   | \$12,532.80 |
| 182759                           | ARAMEXX CONSTRUCTION             | 12/20/2019 | 27985    | 510707922   | AROVISTA SLOPE FINAL  | \$997.50    |
| ARAMEXX CONSTRUCTION             |                                  |            |          |             | Total Check Amount:   | \$997.50    |
| 182760                           | ARTISTRYFOTO                     | 12/20/2019 | 26409    | 110404421   | TREE LIGHTING PHOTOS  | \$210.11    |
| ARTISTRYFOTO                     |                                  |            |          |             | Total Check Amount:   | \$210.11    |
| 182761                           | AT&T                             | 12/20/2019 | 22050    | 475141471   | 5850471500 11/11/19   | \$3,744.89  |
| AT&T                             |                                  |            |          |             | Total Check Amount:   | \$3,744.89  |
| 182762                           | BC TRAFFIC SPECIALIST            | 12/20/2019 | 17405    | 410515124   | GRAVEL BAGS           | \$1,742.42  |
| BC TRAFFIC SPECIALIST            |                                  |            |          |             | Total Check Amount:   | \$1,742.42  |
| 182763                           | BEARD ELECTRIC, INC.             | 12/20/2019 | 19986    | 110515125   | EV CHARGE REPLACEMENT | \$1,316.00  |
| BEARD ELECTRIC, INC.             |                                  |            |          |             | Total Check Amount:   | \$1,316.00  |
| 182764                           | BOB MURRAY & ASSOCIATES          | 12/20/2019 | 29103    | 110111143   | CONSULTANT:DIR SEARCH | \$6,590.03  |
| BOB MURRAY & ASSOCIATES          |                                  |            |          |             | Total Check Amount:   | \$6,590.03  |
| 182765                           | JORGE BUENROSTRO                 | 12/20/2019 | 29359    | 110         | DEVELOPER FEE REFUND  | \$1.91      |
|                                  |                                  | 12/20/2019 | 29359    | 110000000   | DEVELOPER FEE REFUND  | \$440.90    |
| JORGE BUENROSTRO                 |                                  |            |          |             | Total Check Amount:   | \$442.81    |
| 182766                           | DAN BURGESS                      | 12/20/2019 | 28913    | 110000000   | DEVELOPER FEE REFUND  | \$379.00    |
| DAN BURGESS                      |                                  |            |          |             | Total Check Amount:   | \$379.00    |
| 182767                           | CALIFORNIA NEWSPAPER PARTNERSHIP | 12/20/2019 | 26287    | 110323241   | LEGAL NOTICES OCT19   | \$900.00    |
|                                  |                                  | 12/20/2019 | 26287    | 110404421   | AD:VETS DAY CEREMONY  | \$149.60    |
|                                  |                                  | 12/20/2019 | 26287    | 110515111   | LEGAL NOTICES OCT19   | \$219.00    |
| CALIFORNIA NEWSPAPER PARTNERSHIP |                                  |            |          |             | Total Check Amount:   | \$1,268.60  |
| 182768                           | CENTRAL POWDER COATING INC.      | 12/20/2019 | 8508     | 110515125   | DT BENCH & TRASH CAN  | \$323.25    |
| CENTRAL POWDER COATING INC.      |                                  |            |          |             | Total Check Amount:   | \$323.25    |
| 182769                           | CHARLES TAN & ASSOCIATES, INC.   | 12/20/2019 | 26706    | 110000000   | PLAN REVIEW THRU 12/4 | \$2,300.00  |
|                                  |                                  | 12/20/2019 | 26706    | 110000000   | PROF SVCS THRU 10/28  | \$4,300.00  |
|                                  |                                  | 12/20/2019 | 26706    | 110000000   | PROF SVCS THRU 12/4   | \$1,100.00  |
| CHARLES TAN & ASSOCIATES, INC.   |                                  |            |          |             | Total Check Amount:   | \$7,700.00  |
| 182770                           | MARIA CHORNG                     | 12/20/2019 | 19837    | 420000000   | CLOSED WATER ACCOUNT  | \$219.47    |
| MARIA CHORNG                     |                                  |            |          |             | Total Check Amount:   | \$219.47    |
| 182771                           | CINTAS                           | 12/20/2019 | 24347    | 110404211   | BCC FIRST AID         | \$187.97    |
| CINTAS                           |                                  |            |          |             | Total Check Amount:   | \$187.97    |
| 182772                           | GEORGES & KRISTIE CLARK          | 12/20/2019 | 23469    | 420000000   | CLOSED WATER ACCOUNT  | \$79.51     |
| GEORGES & KRISTIE CLARK          |                                  |            |          |             | Total Check Amount:   | \$79.51     |
| 182773                           | COUNTY OF ORANGE                 | 12/20/2019 | 4799     | 110212122   | FINGERPRINT ID AUG19  | \$2,120.00  |
| COUNTY OF ORANGE                 |                                  |            |          |             | Total Check Amount:   | \$2,120.00  |

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| Check #                                  | Vendor Name                       | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|--|-----------------------------------|------------|----------|-------------|----------------------------|---------------------|
| 182774                                   | COUNTY OF ORANGE                  | 12/20/2019 | 4799     | 110212122   | FINGERPRINT ID DEC19       | \$2,120.00          |
| <b>COUNTY OF ORANGE</b>                  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$2,120.00</b>   |
| 182775                                   | DELTA T HVAC, INC.                | 12/20/2019 | 28265    | 490515151   | BCC HVAC REPAIR            | \$440.00            |
|  |                                   | 12/20/2019 | 28265    | 490515151   | INSTALL CCC ABBVFD DR      | \$440.00            |
|  |                                   | 12/20/2019 | 28265    | 510707942   | VAV REPL:PD CH OFFICE      | \$3,200.00          |
| <b>DELTA T HVAC, INC.</b>                |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$4,080.00</b>   |
| 182776                                   | DEPARTMENT OF TRANSPORTATION      | 12/20/2019 | 13722    | 510707251   | HWY CONST/MNT OCT19        | \$120,411.95        |
| <b>DEPARTMENT OF TRANSPORTATION</b>      |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$120,411.95</b> |
| 182777                                   | DISPENSING TECHNOLOGY CORPORATION | 12/20/2019 | 28449    | 110515121   | ASPHALT BAG MIX            | \$2,795.21          |
| <b>DISPENSING TECHNOLOGY CORPORATION</b> |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$2,795.21</b>   |
| 182778                                   | SOUTHERN CALIFORNIA EDISON        | 12/20/2019 | 3343     | 110515121   | ELECTRICITY DEC 19         | \$1,900.27          |
|  |                                   | 12/20/2019 | 3343     | 110515125   | ELECTRICITY DEC 19         | \$11.58             |
|  |                                   | 12/20/2019 | 3343     | 110515143   | ELECTRICITY DEC 19         | \$11.58             |
|  |                                   | 12/20/2019 | 3343     | 490515151   | ELECTRICITY DEC 19         | \$28,903.69         |
| <b>SOUTHERN CALIFORNIA EDISON</b>        |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$30,827.12</b>  |
| 182779                                   | EMERGENCY POWER CONTROLS          | 12/20/2019 | 12002    | 110515125   | BLADE SIGN ELECTRICAL      | \$3,565.00          |
| <b>EMERGENCY POWER CONTROLS</b>          |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$3,565.00</b>   |
| 182780                                   | FRONTIER COMMUNICATIONS           | 12/20/2019 | 26183    | 420515131   | 5621821023 11/7-12/6       | \$62.36             |
| <b>FRONTIER COMMUNICATIONS</b>           |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$62.36</b>      |
| 182781                                   | THE GAS COMPANY                   | 12/20/2019 | 3749     | 420515131   | GAS 11/8 - 12/11/19        | \$14.79             |
|  |                                   | 12/20/2019 | 3749     | 490515151   | GAS 11/8 - 12/11/19        | \$711.35            |
| <b>THE GAS COMPANY</b>                   |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$726.14</b>     |
| 182782                                   | HARRINGTON GEOTECHNICAL ENG.INC.  | 12/20/2019 | 15251    | 510707315   | BCKFLLTEST/WTRLN/INSP      | \$837.80            |
|  |                                   | 12/20/2019 | 15251    | 510707316   | BCKFLLTEST/WTRLN/INSP      | \$837.80            |
|  |                                   | 12/20/2019 | 15251    | 510707317   | BCKFLLTEST/WTRLN/INSP      | \$2,154.33          |
|  |                                   | 12/20/2019 | 15251    | 510707461   | BCKFLLTEST/WTRLN/INSP      | \$8,138.57          |
| <b>HARRINGTON GEOTECHNICAL ENG.INC.</b>  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$11,968.50</b>  |
| 182783                                   | HOIST SERVICE INC                 | 12/20/2019 | 8518     | 480515161   | SHOP HOIST REMOVAL         | \$4,400.00          |
| <b>HOIST SERVICE INC</b>                 |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$4,400.00</b>   |
| 182784                                   | HUNTINGTON T BLOCK INS AGENCY     | 12/20/2019 | 5642     | 110404541   | 2020 FINE ART INSRNCE      | \$750.00            |
| <b>HUNTINGTON T BLOCK INS AGENCY</b>     |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$750.00</b>     |
| 182785                                   | IN TIME SERVICES INC.             | 12/20/2019 | 20876    | 950000000   | ILJAOC ISE JAN-MAR20       | \$74,711.25         |
|  |                                   | 12/20/2019 | 20876    | 950000000   | ILJAOC ISE OCT-DEC19       | \$74,711.25         |
|  |                                   | 12/20/2019 | 20876    | 950000000   | ILJAOC ISE TEXT NOV19      | \$2,819.68          |
|  |                                   | 12/20/2019 | 20876    | 950000000   | ILJAOC ISE TEXT OCT19      | \$3,367.36          |
| <b>IN TIME SERVICES INC.</b>             |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$155,609.54</b> |
| 182786                                   | INTEGRITY CEILINGS, INC.          | 12/20/2019 | 23606    | 490515151   | COMM RMS A/B CEILING       | \$11,184.50         |
| <b>INTEGRITY CEILINGS, INC.</b>          |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$11,184.50</b>  |

## City Check Register for: Dec 20, 2019

| Check #                         | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount     |
|---------------------------------|---------------------------------|------------|----------|-------------|-----------------------|------------|
| 182787                          | LAW OFFICES OF JONES & MAYER    | 12/20/2019 | 12144    | 110323241   | PROF LEGAL SVCS OCT19 | \$1,674.76 |
| LAW OFFICES OF JONES & MAYER    |                                 |            |          |             | Total Check Amount:   | \$1,674.76 |
| 182788                          | PLUMBING WHOLESALE OUTLET, INC. | 12/20/2019 | 18392    | 490515151   | FS4 PLUMBING PARTS    | \$129.68   |
| PLUMBING WHOLESALE OUTLET, INC. |                                 |            |          |             | Total Check Amount:   | \$129.68   |
| 182789                          | PREMIUM RV INC.                 | 12/20/2019 | 11981    | 480515161   | ISOLATOR              | \$93.08    |
| PREMIUM RV INC.                 |                                 |            |          |             | Total Check Amount:   | \$93.08    |
| 182790                          | SPARKLETTS                      | 12/20/2019 | 3001     | 110111161   | COUNCIL MTG WTR NOV19 | \$20.76    |
| SPARKLETTS                      |                                 |            |          |             | Total Check Amount:   | \$20.76    |
| 182791                          | SPARKLETTS                      | 12/20/2019 | 3001     | 490515151   | CCC FOUNTN WTR NOV19  | \$20.39    |
| SPARKLETTS                      |                                 |            |          |             | Total Check Amount:   | \$20.39    |
| 182792                          | STAGED CINEMA PRODUCTIONS, INC. | 12/20/2019 | 26808    | 110404542   | PROP RENTAL           | \$75.00    |
| STAGED CINEMA PRODUCTIONS, INC. |                                 |            |          |             | Total Check Amount:   | \$75.00    |
| 182793                          | BONNY THOMPSON                  | 12/20/2019 | 28225    | 420000000   | CLOSED WATER ACCOUNT  | \$300.02   |
| BONNY THOMPSON                  |                                 |            |          |             | Total Check Amount:   | \$300.02   |
| 182794                          | TS GOVERNMENT SOLUTIONS, LLC    | 12/20/2019 | 28596    | 110404215   | EQPT REPAIR+MATLS     | \$450.54   |
|                                 |                                 | 12/20/2019 | 28596    | 110404215   | FITNESS EQPT PREV MNT | \$1,295.00 |
| TS GOVERNMENT SOLUTIONS, LLC    |                                 |            |          |             | Total Check Amount:   | \$1,745.54 |
| 182795                          | UNION PACIFIC RAILROAD CO.      | 12/20/2019 | 9513     | 510707311   | FOLDER #02848-60      | \$3,000.00 |
| UNION PACIFIC RAILROAD CO.      |                                 |            |          |             | Total Check Amount:   | \$3,000.00 |
| 182797                          | VERIZON WIRELESS                | 12/20/2019 | 21122    | 110111111   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110111143   | 9842684981 1023-1122  | \$167.72   |
|                                 |                                 | 12/20/2019 | 21122    | 110111151   | 9842684981 1023-1122  | \$107.70   |
|                                 |                                 | 12/20/2019 | 21122    | 110111161   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110141411   | 9842684981 1023-1122  | \$30.02    |
|                                 |                                 | 12/20/2019 | 21122    | 110141424   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110141441   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110141481   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110212121   | 9842684981 1023-1122  | \$3,495.16 |
|                                 |                                 | 12/20/2019 | 21122    | 110222223   | 9842684981 1023-1122  | \$1,418.06 |
|                                 |                                 | 12/20/2019 | 21122    | 110323212   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110323231   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110323241   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110323242   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110323243   | 9842684981 1023-1122  | \$53.85    |
|                                 |                                 | 12/20/2019 | 21122    | 110404311   | 9842684981 1023-1122  | \$688.07   |
|                                 |                                 | 12/20/2019 | 21122    | 110404525   | 9842684981 1023-1122  | \$107.70   |
|                                 |                                 | 12/20/2019 | 21122    | 110515171   | 9842684981 1023-1122  | \$161.32   |
|                                 |                                 | 12/20/2019 | 21122    | 174222222   | 9842684981 1023-1122  | \$585.99   |
|                                 |                                 | 12/20/2019 | 21122    | 410515124   | 9842684981 1023-1122  | \$30.02    |

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| Check #                                  | Vendor Name                       | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|--|-----------------------------------|------------|----------|-------------|----------------------------|---------------------|
| 182797                                   | VERIZON WIRELESS                  | 12/20/2019 | 21122    | 420515131   | 9842684981 1023-1122       | \$943.13            |
|  |                                   | 12/20/2019 | 21122    | 430515123   | 9842684981 1023-1122       | \$759.41            |
|  |                                   | 12/20/2019 | 21122    | 460141474   | 9842684981 1023-1122       | \$269.25            |
|  |                                   | 12/20/2019 | 21122    | 475141471   | 9842684981 1023-1122       | \$989.71            |
| <b>VERIZON WIRELESS</b>                  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$10,291.76</b>  |
| 182798                                   | BRIAN WAITE                       | 12/20/2019 | 24059    | 420000000   | NOV19 WTR OVERPAYMENT      | \$2,158.07          |
| <b>BRIAN WAITE</b>                       |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$2,158.07</b>   |
| <b>Check Subtotal</b>                    |                                   |            |          |             |                            | <b>\$407,914.01</b> |
| V40008                                   | ALBERT GROVER & ASSOCIATES        | 12/20/2019 | 23588    | 110515171   | PROF SVCS OCT 2019         | \$3,755.00          |
|  |                                   | 12/20/2019 | 23588    | 110515171   | PROF SVCS SEPT 2019        | \$10,795.00         |
|  |                                   | 12/20/2019 | 23588    | 510515171   | PROF SVCS SEPT 2019        | \$1,479.00          |
| <b>ALBERT GROVER &amp; ASSOCIATES</b>    |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$16,029.00</b>  |
| V40009                                   | ALL CITY MANAGEMENT SERVICES INC  | 12/20/2019 | 6604     | 110212132   | CRSSNG GRDS 1117-1130      | \$1,866.38          |
| <b>ALL CITY MANAGEMENT SERVICES INC</b>  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$1,866.38</b>   |
| V40010                                   | ARC DOCUMENT SOLUTIONS            | 12/20/2019 | 23645    | 510707470   | BOOSTER 3 PLANS            | \$108.16            |
| <b>ARC DOCUMENT SOLUTIONS</b>            |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$108.16</b>     |
| V40011                                   | BEN'S ASPHALT, INC..              | 12/20/2019 | 1808     | 510707442   | WATER PATCH REPAIRS        | \$9,623.11          |
| <b>BEN'S ASPHALT, INC..</b>              |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$9,623.11</b>   |
| V40012                                   | BLX GROUP                         | 12/20/2019 | 21902    | 875141431   | 2017 TAXREF:ARBITRAGE      | \$2,000.00          |
|  |                                   | 12/20/2019 | 21902    | 880141431   | 2014 TAXREF:ARBITRAGE      | \$2,000.00          |
| <b>BLX GROUP</b>                         |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$4,000.00</b>   |
| V40013                                   | BRADY INDUSTRIES                  | 12/20/2019 | 27438    | 490515151   | GYM FLOOR FINISH           | \$2,788.03          |
| <b>BRADY INDUSTRIES</b>                  |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$2,788.03</b>   |
| V40014                                   | BUTLER CHEMICALS, INC.            | 12/20/2019 | 6515     | 490515151   | SR CTR DW SVC NOV19        | \$167.01            |
| <b>BUTLER CHEMICALS, INC.</b>            |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$167.01</b>     |
| V40015                                   | BYRNE SOFTWARE TECHNOLOGIES, INC. | 12/20/2019 | 27471    | 110323241   | ACCELA IMPL 1012-1018      | \$1,155.00          |
|  |                                   | 12/20/2019 | 27471    | 110323241   | ACCELA IMPL 11/2-11/8      | \$2,970.00          |
|  |                                   | 12/20/2019 | 27471    | 110323241   | ACCELA IMPL 1109-1115      | \$5,938.08          |
|  |                                   | 12/20/2019 | 27471    | 110323241   | ACCELA IMPL 1116-1122      | \$330.00            |
| <b>BYRNE SOFTWARE TECHNOLOGIES, INC.</b> |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$10,393.08</b>  |
| V40016                                   | CARDS TO GO & GIFTS TOO!          | 12/20/2019 | 11931    | 110         | 2019COOKIE FUNDRAISER      | \$3,639.90          |
| <b>CARDS TO GO &amp; GIFTS TOO!</b>      |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$3,639.90</b>   |
| V40017                                   | KELLY CARPENTER                   | 12/20/2019 | 8944     | 110212111   | TRAINING EXPENSES          | \$16.00             |
| <b>KELLY CARPENTER</b>                   |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$16.00</b>      |
| V40018                                   | CDCE INCORPORATED                 | 12/20/2019 | 19356    | 110212142   | PD TABLETS/PCS             | \$32,200.74         |
| <b>CDCE INCORPORATED</b>                 |                                   |            |          |             | <b>Total Check Amount:</b> | <b>\$32,200.74</b>  |
| V40019                                   | CHANDLER ASSET MANAGEMENT, INC.   | 12/20/2019 | 4375     | 110000000   | INV MGMT SVCS NOV19        | \$18.61             |
|  |                                   | 12/20/2019 | 4375     | 875000000   | INV MGMT SVCS NOV19        | \$47.22             |



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|--|-------------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V40019                                       | CHANDLER ASSET MANAGEMENT, INC.     | 12/20/2019 | 4375     | 930000000   | INV MGMT SVCS NOV19        | \$5,266.58         |
| <b>CHANDLER ASSET MANAGEMENT, INC.</b>       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$5,332.41</b>  |
| V40020                                       | COMLOCK SECURITY-GROUP              | 12/20/2019 | 13625    | 110515121   | LOCKS                      | \$153.87           |
|  |                                     | 12/20/2019 | 13625    | 490515151   | LOCKS AND KEYS             | \$43.56            |
| <b>COMLOCK SECURITY-GROUP</b>                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$197.43</b>    |
| V40021                                       | CSG CONSULTANTS                     | 12/20/2019 | 25540    | 110000000   | BLDG PLAN RVW OCT19        | \$12,720.00        |
|  |                                     | 12/20/2019 | 25540    | 110323241   | BLDG PLAN RVW OCT19        | \$30.00            |
| <b>CSG CONSULTANTS</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$12,750.00</b> |
| V40022                                       | DF POLYGRAPH                        | 12/20/2019 | 22010    | 110141481   | POLYGRAM EXAM DEC19        | \$175.00           |
| <b>DF POLYGRAPH</b>                          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$175.00</b>    |
| V40023                                       | GAIL EVERTSEN                       | 12/20/2019 | 10141    | 110212111   | DEC 2019 MILEAGE           | \$23.32            |
|  |                                     | 12/20/2019 | 10141    | 110212111   | NOV 2019 MILEAGE           | \$23.90            |
| <b>GAIL EVERTSEN</b>                         |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$47.22</b>     |
| V40024                                       | FACILITY BUILDERS & ERECTORS, INC   | 12/20/2019 | 23559    | 130404546   | BRONZE INLAY:WAR MEM       | \$17,910.00        |
| <b>FACILITY BUILDERS &amp; ERECTORS, INC</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$17,910.00</b> |
| V40025                                       | FACTORY MOTOR PARTS COMPANY         | 12/20/2019 | 3504     | 480515161   | BATTERIES                  | \$872.25           |
|  |                                     | 12/20/2019 | 3504     | 480515161   | WIPER BLADES               | \$82.87            |
| <b>FACTORY MOTOR PARTS COMPANY</b>           |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$955.12</b>    |
| V40026                                       | CANDICE FISHER                      | 12/20/2019 | 23787    | 110141481   | TRAINING EXPENSES          | \$30.01            |
| <b>CANDICE FISHER</b>                        |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$30.01</b>     |
| V40027                                       | FUN WITH HORSES                     | 12/20/2019 | 15171    | 110404145   | HORSE FUN CLASSES          | \$170.00           |
| <b>FUN WITH HORSES</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$170.00</b>    |
| V40028                                       | GALLS/QUARTERMASTER                 | 12/20/2019 | 16493    | 110222221   | SHIELD BOOTS               | \$132.53           |
| <b>GALLS/QUARTERMASTER</b>                   |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$132.53</b>    |
| V40029                                       | GEORGE HILLS COMPANY                | 12/20/2019 | 27340    | 470141483   | CLAIMS MGMT FEE NOV19      | \$530.42           |
| <b>GEORGE HILLS COMPANY</b>                  |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$530.42</b>    |
| V40030                                       | GLASBY MAINTENANCE SUPPLY CO        | 12/20/2019 | 6802     | 490515151   | P.HALL/SC DISPENSER        | \$29.20            |
|  |                                     | 12/20/2019 | 6802     | 490515151   | VACCUM PARTS               | \$41.87            |
| <b>GLASBY MAINTENANCE SUPPLY CO</b>          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$71.07</b>     |
| V40031                                       | DON GOLDEN                          | 12/20/2019 | 10729    | 110000000   | INSP SVCS 12/5-12/11       | \$5,006.25         |
|  |                                     | 12/20/2019 | 10729    | 110323242   | INSP SVCS 12/5-12/11       | \$150.00           |
| <b>DON GOLDEN</b>                            |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$5,156.25</b>  |
| V40032                                       | GUARANTEED JANITORIAL SERVICES, INC | 12/20/2019 | 28695    | 490515151   | CLEANCARPET ALL AREAS      | \$3,138.00         |
| <b>GUARANTEED JANITORIAL SERVICES, INC</b>   |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$3,138.00</b>  |
| V40033                                       | HCI SYSTEMS INC                     | 12/20/2019 | 25112    | 490515151   | CCC FIRE SYSTEM BATT       | \$625.00           |
|  |                                     | 12/20/2019 | 25112    | 490515151   | FS3 FIRESYSTEM REPAIR      | \$540.00           |
| <b>HCI SYSTEMS INC</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,165.00</b>  |
| V40034                                       | IMPRESSIVE SCREENWORKS              | 12/20/2019 | 1815     | 420515131   | POLO SHIRTS                | \$106.67           |

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| Check #                         | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount      |
|---------------------------------|---------------------------------|------------|----------|-------------|-----------------------|-------------|
| IMPRESSIVE SCREENWORKS          |                                 |            |          |             | Total Check Amount:   | \$106.67    |
| V40035                          | INFANTE MEDIA                   | 12/20/2019 | 24628    | 110404542   | ALL SHOOK UP PAYOUT 1 | \$6,000.00  |
| INFANTE MEDIA                   |                                 |            |          |             | Total Check Amount:   | \$6,000.00  |
| V40036                          | MICHAEL JAMES                   | 12/20/2019 | 24674    | 950000000   | REIMB:PARKING SEP/NOV | \$104.00    |
| MICHAEL JAMES                   |                                 |            |          |             | Total Check Amount:   | \$104.00    |
| V40037                          | KEYSER MARSTON ASSOCIATES, INC. | 12/20/2019 | 25482    | 110000000   | MERCURY FISCAL STUDY  | \$540.00    |
| KEYSER MARSTON ASSOCIATES, INC. |                                 |            |          |             | Total Check Amount:   | \$540.00    |
| V40038                          | KREUZER CONSULTING GROUP        | 12/20/2019 | 22072    | 510707278   | IMP/BERRY INT OCT19   | \$3,780.00  |
|                                 |                                 | 12/20/2019 | 22072    | 510707311   | PROF SVCS SEPT 2019   | \$258.00    |
|                                 |                                 | 12/20/2019 | 22072    | 510707453   | PROF SVCS SEPT 2019   | \$258.00    |
|                                 |                                 | 12/20/2019 | 22072    | 510707464   | PROF SVCS SEPT 2019   | \$259.00    |
|                                 |                                 | 12/20/2019 | 22072    | 510707627   | PROF SVCS SEPT 2019   | \$1,025.00  |
| KREUZER CONSULTING GROUP        |                                 |            |          |             | Total Check Amount:   | \$5,580.00  |
| V40039                          | LA HABRA FENCE CO., INC.        | 12/20/2019 | 3120     | 490515151   | HR SECURITY CAGE      | \$2,244.00  |
| LA HABRA FENCE CO., INC.        |                                 |            |          |             | Total Check Amount:   | \$2,244.00  |
| V40040                          | LONG BEACH BMW                  | 12/20/2019 | 18120    | 480515161   | 2019 BMW MOTORCYCLE   | \$29,150.01 |
| LONG BEACH BMW                  |                                 |            |          |             | Total Check Amount:   | \$29,150.01 |
| V40041                          | MAYTAG SPECIALIST               | 12/20/2019 | 21269    | 490515151   | FS1/FS2 DW REPAIR     | \$525.00    |
| MAYTAG SPECIALIST               |                                 |            |          |             | Total Check Amount:   | \$525.00    |
| V40042                          | ANDREW MILLER                   | 12/20/2019 | 14522    | 460141474   | NOV 2019 MILEAGE      | \$155.46    |
| ANDREW MILLER                   |                                 |            |          |             | Total Check Amount:   | \$155.46    |
| V40043                          | MINER, LTD                      | 12/20/2019 | 27173    | 110515125   | PS3 COMPACTOR REPAIR  | \$424.93    |
| MINER, LTD                      |                                 |            |          |             | Total Check Amount:   | \$424.93    |
| V40044                          | MUNICIPAL WATER DISTRICT        | 12/20/2019 | 3784     | 420515131   | AWIA ASSESSMENT PH2   | \$83,855.00 |
|                                 |                                 | 12/20/2019 | 3784     | 420515131   | WATER DELIVERY NOV19  | \$14,223.32 |
| MUNICIPAL WATER DISTRICT        |                                 |            |          |             | Total Check Amount:   | \$98,078.32 |
| V40045                          | MYERS AND SONS                  | 12/20/2019 | 21624    | 110515121   | CITY EVENTS ROADSIGNS | \$2,332.03  |
|                                 |                                 | 12/20/2019 | 21624    | 110515121   | EAGLEHILLSTRACT SIGNS | \$131.37    |
|                                 |                                 | 12/20/2019 | 21624    | 510707702   | CITY REGULATORY SIGNS | \$147.83    |
| MYERS AND SONS                  |                                 |            |          |             | Total Check Amount:   | \$2,611.23  |
| V40046                          | NICKEY PETROLEUM CO., INC.      | 12/20/2019 | 6667     | 480515161   | MOTOR OIL             | \$2,872.45  |
| NICKEY PETROLEUM CO., INC.      |                                 |            |          |             | Total Check Amount:   | \$2,872.45  |
| V40047                          | PLACEWORKS, INC.                | 12/20/2019 | 26720    | 110000000   | BREA 265 EIR NOV19    | \$29,171.82 |
| PLACEWORKS, INC.                |                                 |            |          |             | Total Check Amount:   | \$29,171.82 |
| V40048                          | RICHARDS, WATSON & GERSHON      | 12/20/2019 | 8978     | 110000000   | 0116 REIMB WORK NOV19 | \$2,430.00  |
|                                 |                                 | 12/20/2019 | 8978     | 110111112   | 0001 GEN LGL SVCS NOV | \$12,125.02 |
|                                 |                                 | 12/20/2019 | 8978     | 110111112   | 0174 K-BOSM CH NOV19  | \$2,041.29  |
|                                 |                                 | 12/20/2019 | 8978     | 110111112   | 9999 GEN LGL SVCS NOV | \$23,064.50 |
|                                 |                                 | 12/20/2019 | 8978     | 510707251   | 0145 57/LMBRT INT NOV | \$506.00    |

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| Check #                               | Vendor Name                   | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---------------------------------------|-------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V40048                                | RICHARDS, WATSON & GERSHON    | 12/20/2019 | 8978     | 510707251   | 0171 OLEN POINTE NOV       | \$221.21           |
|                                       |                               | 12/20/2019 | 8978     | 510707251   | 0172 KING Y CHAI NOV       | \$354.27           |
| <b>RICHARDS, WATSON &amp; GERSHON</b> |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$40,742.29</b> |
| V40049                                | RIVELLE CONSULTING SERVICES   | 12/20/2019 | 20208    | 470141483   | ACTUARIAL SVCS             | \$4,200.00         |
|                                       |                               | 12/20/2019 | 20208    | 470141483   | ACTUARIAL:COST ALLOC       | \$500.00           |
| <b>RIVELLE CONSULTING SERVICES</b>    |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$4,700.00</b>  |
| V40050                                | SHERYL SAVORD                 | 12/20/2019 | 15772    | 110404425   | REIMB:T.TOTS SUPPLIES      | \$64.52            |
| <b>SHERYL SAVORD</b>                  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$64.52</b>     |
| V40051                                | SITEONE LANDSCAPE SUPPLY, LLC | 12/20/2019 | 25942    | 110515125   | RBCLOCK:DT IRRIGATION      | \$64.64            |
| <b>SITEONE LANDSCAPE SUPPLY, LLC</b>  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$64.64</b>     |
| V40052                                | STAGELIGHT FAMILY PRODUCTIONS | 12/20/2019 | 7825     | 110404542   | ANNIE MUSICAL PAYOUT1      | \$34,776.26        |
| <b>STAGELIGHT FAMILY PRODUCTIONS</b>  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$34,776.26</b> |
| V40053                                | STATE INDUSTRIAL PRODUCTS     | 12/20/2019 | 8572     | 490515151   | FS CLEANING PRODUCTS       | \$568.26           |
| <b>STATE INDUSTRIAL PRODUCTS</b>      |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$568.26</b>    |
| V40054                                | STOTZ EQUIPMENT               | 12/20/2019 | 24388    | 480515161   | U-BELTS/BUMPERS            | \$1,115.31         |
| <b>STOTZ EQUIPMENT</b>                |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,115.31</b>  |
| V40055                                | TECHNICOLOR PRINTING          | 12/20/2019 | 24354    | 110404424   | CHAMPION SHIRTS            | \$346.40           |
| <b>TECHNICOLOR PRINTING</b>           |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$346.40</b>    |
| V40056                                | THOMSON REUTERS - WEST        | 12/20/2019 | 22020    | 110111112   | 431851 CHGS 10/5-11/4      | \$125.00           |
|                                       |                               | 12/20/2019 | 22020    | 110212121   | WEST INFO CHGS NOV19       | \$455.35           |
| <b>THOMSON REUTERS - WEST</b>         |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$580.35</b>    |
| V40057                                | THYSSENKRUPP ELEVATOR         | 12/20/2019 | 10308    | 110515125   | DT PS1 ELEV SVC DEC19      | \$568.06           |
|                                       |                               | 12/20/2019 | 10308    | 110515125   | DT PS2 ELEV REPAIR-OT      | \$470.52           |
|                                       |                               | 12/20/2019 | 10308    | 110515125   | DT PS2 ELEV SVC DEC19      | \$568.06           |
|                                       |                               | 12/20/2019 | 10308    | 110515125   | DT PS3 ELEV SVC DEC19      | \$570.00           |
|                                       |                               | 12/20/2019 | 10308    | 490515151   | CCC ELEV SVC DEC19         | \$2,388.06         |
| <b>THYSSENKRUPP ELEVATOR</b>          |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$4,564.70</b>  |
| V40058                                | TIFCO INDUSTRIES              | 12/20/2019 | 8995     | 480515161   | SHOP SUPPLIES              | \$431.11           |
| <b>TIFCO INDUSTRIES</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$431.11</b>    |
| V40059                                | TOWNSEND PUBLIC AFFAIRS, INC. | 12/20/2019 | 18881    | 110111145   | CONSULTING SVCS DEC19      | \$1,250.00         |
|                                       |                               | 12/20/2019 | 18881    | 410111145   | CONSULTING SVCS DEC19      | \$1,250.00         |
|                                       |                               | 12/20/2019 | 18881    | 420111145   | CONSULTING SVCS DEC19      | \$1,250.00         |
|                                       |                               | 12/20/2019 | 18881    | 430111145   | CONSULTING SVCS DEC19      | \$1,250.00         |
| <b>TOWNSEND PUBLIC AFFAIRS, INC.</b>  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$5,000.00</b>  |
| V40060                                | US BANK XX0338 CITY MGR       | 12/20/2019 | 24704    | 110         | CALCARDS MS 112219         | \$6.93             |
|                                       |                               | 12/20/2019 | 24704    | 110111111   | CALCARDS MS 112219         | \$444.39           |
|                                       |                               | 12/20/2019 | 24704    | 110111143   | CALCARDS MS 112219         | \$1,189.04         |
| <b>US BANK XX0338 CITY MGR</b>        |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,640.36</b>  |
| V40061                                | US BANK XX0312 HR             | 12/20/2019 | 24776    | 110         | CAL CARDS HR 112219        | (\$2.33)           |

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| Check #                  | Vendor Name             | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|--------------------------|-------------------------|------------|----------|-------------|----------------------------|-------------------|
| V40061                   | US BANK XX0312 HR       | 12/20/2019 | 24776    | 110141431   | CAL CARDS HR 112219        | (\$160.55)        |
|                          |                         | 12/20/2019 | 24776    | 110141481   | CAL CARDS HR 112219        | \$2,709.81        |
| <b>US BANK XX0312 HR</b> |                         |            |          |             | <b>Total Check Amount:</b> | <b>\$2,546.93</b> |
| V40064                   | US BANK XX0593 COMM SVC | 12/20/2019 | 24777    | 110         | CALCARDS-CP-112219         | \$372.20          |
|                          |                         | 12/20/2019 | 24777    | 110         | CALCARDS-DA-112219         | (\$62.54)         |
|                          |                         | 12/20/2019 | 24777    | 110         | CALCARDS-JC-112219BB       | \$89.62           |
|                          |                         | 12/20/2019 | 24777    | 110         | CALCARDS-JM-112219BB       | \$14.98           |
|                          |                         | 12/20/2019 | 24777    | 110111111   | CALCARDS-SM-112219         | \$189.41          |
|                          |                         | 12/20/2019 | 24777    | 110111143   | CALCARDS-EC-112219         | \$78.04           |
|                          |                         | 12/20/2019 | 24777    | 110141481   | CALCARDS-VU-112219         | \$51.37           |
|                          |                         | 12/20/2019 | 24777    | 110404154   | CALCARDS-BH-112219         | \$45.24           |
|                          |                         | 12/20/2019 | 24777    | 110404211   | CALCARDS-AC-112219         | \$587.56          |
|                          |                         | 12/20/2019 | 24777    | 110404211   | CALCARDS-TN-112219         | \$473.73          |
|                          |                         | 12/20/2019 | 24777    | 110404215   | CALCARDS-AC-112219         | \$112.53          |
|                          |                         | 12/20/2019 | 24777    | 110404215   | CALCARDS-CC-112219         | \$448.00          |
|                          |                         | 12/20/2019 | 24777    | 110404215   | CALCARDS-DA-112219         | \$1,038.11        |
|                          |                         | 12/20/2019 | 24777    | 110404215   | CALCARDS-JS-112219         | \$321.20          |
|                          |                         | 12/20/2019 | 24777    | 110404217   | CALCARDS-MM-112219         | \$32.20           |
|                          |                         | 12/20/2019 | 24777    | 110404217   | CALCARDS-VU-112219         | \$565.69          |
|                          |                         | 12/20/2019 | 24777    | 110404224   | CALCARDS-SS-112219         | \$18.95           |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-CE-112219         | \$42.02           |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-CH-112219         | \$43.09           |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-EC-112219         | \$461.63          |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-JC-112219         | \$455.38          |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-JM-112219         | \$314.42          |
|                          |                         | 12/20/2019 | 24777    | 110404311   | CALCARDS-SM-112219         | \$21.98           |
|                          |                         | 12/20/2019 | 24777    | 110404421   | CALCARDS-KS-112219         | \$96.78           |
|                          |                         | 12/20/2019 | 24777    | 110404421   | CALCARDS-NA-112219         | \$304.22          |
|                          |                         | 12/20/2019 | 24777    | 110404421   | CALCARDS-RH-112219         | \$142.00          |
|                          |                         | 12/20/2019 | 24777    | 110404421   | CALCARDS-VU-112219         | \$59.74           |
|                          |                         | 12/20/2019 | 24777    | 110404424   | CALCARDS-GA-112219         | \$47.84           |
|                          |                         | 12/20/2019 | 24777    | 110404425   | CALCARDS-MM-112219         | \$118.72          |
|                          |                         | 12/20/2019 | 24777    | 110404425   | CALCARDS-SS-112219         | \$667.37          |
|                          |                         | 12/20/2019 | 24777    | 110404429   | CALCARDS-MM-112219         | \$147.99          |
|                          |                         | 12/20/2019 | 24777    | 110404429   | CALCARDS-VU-112219         | \$241.70          |
|                          |                         | 12/20/2019 | 24777    | 110404521   | CALCARDS-ER-112219         | \$253.93          |
|                          |                         | 12/20/2019 | 24777    | 110404521   | CALCARDS-FL-112219         | \$2,051.89        |
|                          |                         | 12/20/2019 | 24777    | 110404521   | CALCARDS-NG-112219         | \$386.11          |

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| Check #                    | Vendor Name                | Check Date | Vendor # | Budget Unit | Description            | Amount      |
|----------------------------|----------------------------|------------|----------|-------------|------------------------|-------------|
| V40064                     | US BANK XX0593 COMM SVC    | 12/20/2019 | 24777    | 110404521   | CALCARDS-TK-112219     | \$868.98    |
|                            |                            | 12/20/2019 | 24777    | 110404523   | CALCARDS-CP-112219     | \$254.87    |
|                            |                            | 12/20/2019 | 24777    | 110404541   | CALCARDS-AF-112219     | \$565.41    |
|                            |                            | 12/20/2019 | 24777    | 110404541   | CALCARDS-GA-112219     | \$54.36     |
|                            |                            | 12/20/2019 | 24777    | 110404541   | CALCARDS-HB-112219     | \$46.60     |
|                            |                            | 12/20/2019 | 24777    | 110404542   | CALCARDS-EF-112219     | \$1,433.61  |
|                            |                            | 12/20/2019 | 24777    | 110404542   | CALCARDS-HG-112219     | \$652.70    |
|                            |                            | 12/20/2019 | 24777    | 110404542   | CALCARDS-KK-112219     | \$2,245.42  |
|                            |                            | 12/20/2019 | 24777    | 110404542   | CALCARDS-NY-112219     | \$435.32    |
| US BANK XX0593 COMM SVC    |                            |            |          |             | Total Check Amount:    | \$16,790.37 |
| V40065                     | US BANK XX0502 COMM & MKTG | 12/20/2019 | 24778    | 110         | CALCARDS C&MKT 112219  | \$261.20    |
|                            |                            | 12/20/2019 | 24778    | 110111143   | CALCARDS C&MKT 112219  | \$113.19    |
|                            |                            | 12/20/2019 | 24778    | 110111151   | CALCARDS C&MKT 112219  | \$36.88     |
|                            |                            | 12/20/2019 | 24778    | 110111152   | CALCARDS C&MKT 112219  | \$751.92    |
|                            |                            | 12/20/2019 | 24778    | 110141481   | CALCARDS C&MKT 112219  | \$26.87     |
|                            |                            | 12/20/2019 | 24778    | 110323214   | CALCARDS C&MKT 112219  | \$21.09     |
| US BANK XX0502 COMM & MKTG |                            |            |          |             | Total Check Amount:    | \$1,211.15  |
| V40066                     | US BANK XX0353 COMM DEV    | 12/20/2019 | 24779    | 110         | CALCARD CD/PL/BS 1119  | \$119.28    |
|                            |                            | 12/20/2019 | 24779    | 110323212   | CALCARD CD/PL/BS 11/19 | \$987.00    |
|                            |                            | 12/20/2019 | 24779    | 110323214   | CALCARD CD/PL/BS 11/19 | \$722.63    |
|                            |                            | 12/20/2019 | 24779    | 110323231   | CALCARD CD/PL/BS 11/19 | \$131.41    |
|                            |                            | 12/20/2019 | 24779    | 110323241   | CALCARD CD/PL/BS 11/19 | \$1,009.48  |
|                            |                            | 12/20/2019 | 24779    | 110323243   | CALCARD CD/PL/BS 11/19 | \$30.47     |
|                            |                            | 12/20/2019 | 24779    | 110515111   | CALCARD CD/PL/BS 1119  | \$22.36     |
| US BANK XX0353 COMM DEV    |                            |            |          |             | Total Check Amount:    | \$3,022.63  |
| V40067                     | US BANK XX0270 ADMIN SVCS  | 12/20/2019 | 24781    | 110         | CAL CARDS FINANCE      | \$95.51     |
|                            |                            | 12/20/2019 | 24781    | 110111111   | CALCARDS FINANCE       | (\$2.79)    |
|                            |                            | 12/20/2019 | 24781    | 110111161   | CALCARDS CCLK 11/19    | \$1,384.22  |
|                            |                            | 12/20/2019 | 24781    | 110141411   | CAL CARDS FINANCE      | \$796.99    |
|                            |                            | 12/20/2019 | 24781    | 110141431   | CAL CARDS FINANCE      | \$96.84     |
|                            |                            | 12/20/2019 | 24781    | 110141481   | CAL CARDS FINANCE      | \$137.56    |
|                            |                            | 12/20/2019 | 24781    | 110141481   | CALCARDS CCLK 11/19    | \$53.37     |
|                            |                            | 12/20/2019 | 24781    | 110222213   | CAL CARDS FINANCE      | \$108.28    |
|                            |                            | 12/20/2019 | 24781    | 110323241   | CAL CARDS FINANCE      | \$25.00     |
|                            |                            | 12/20/2019 | 24781    | 110404311   | CAL CARDS FINANCE      | \$318.75    |
|                            |                            | 12/20/2019 | 24781    | 110404421   | CAL CARDS FINANCE      | \$220.37    |
|                            |                            | 12/20/2019 | 24781    | 420141421   | CAL CARDS FINANCE      | \$41.73     |
|                            |                            | 12/20/2019 | 24781    | 490515151   | CAL CARDS FINANCE      | \$9,319.60  |

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| Check #                          | Vendor Name         | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|----------------------------------|---------------------|------------|----------|-------------|----------------------------|--------------------|
| <b>US BANK XX0270 ADMIN SVCS</b> |                     |            |          |             | <b>Total Check Amount:</b> | <b>\$12,595.43</b> |
| V40068                           | US BANK XX0650 FIRE | 12/20/2019 | 24782    | 110         | CAL CARDS FIRE NOV 19      | \$87.29            |
|                                  |                     | 12/20/2019 | 24782    | 110222211   | CALCARDS FIRE NOV 19       | \$1,446.56         |
|                                  |                     | 12/20/2019 | 24782    | 110222213   | CALCARDS FIRE NOV 19       | \$38.00            |
|                                  |                     | 12/20/2019 | 24782    | 110222221   | CAL CARDS FIRE NOV 19      | \$3,095.90         |
|                                  |                     | 12/20/2019 | 24782    | 110222221   | CALCARDS FIRE NOV 19       | \$1,051.36         |
|                                  |                     | 12/20/2019 | 24782    | 110222223   | CAL CARDS FIRE NOV 19      | \$53.58            |
|                                  |                     | 12/20/2019 | 24782    | 174222222   | CAL CARDS FIRE NOV 19      | \$3,514.73         |
|                                  |                     | 12/20/2019 | 24782    | 480515161   | CAL CARDS FIRE NOV 19      | \$952.82           |
| <b>US BANK XX0650 FIRE</b>       |                     |            |          |             | <b>Total Check Amount:</b> | <b>\$10,240.24</b> |
| V40069                           | US BANK XX0346 IT   | 12/20/2019 | 24783    | 110         | CAL CARDS IT 112219        | \$9.13             |
|                                  |                     | 12/20/2019 | 24783    | 110111143   | CAL CARDS ITV 112219       | \$41.12            |
|                                  |                     | 12/20/2019 | 24783    | 110141431   | CAL CARDS IT 112219        | \$29.03            |
|                                  |                     | 12/20/2019 | 24783    | 110323212   | CAL CARDS IT 112219        | \$41.12            |
|                                  |                     | 12/20/2019 | 24783    | 110323214   | CAL CARDS IT 112219        | \$41.12            |
|                                  |                     | 12/20/2019 | 24783    | 110404154   | CAL CARDS IT 112219        | \$38.82            |
|                                  |                     | 12/20/2019 | 24783    | 110404311   | CAL CARDS IT 112219        | \$41.12            |
|                                  |                     | 12/20/2019 | 24783    | 110515111   | CAL CARDS IT 112219        | \$41.12            |
|                                  |                     | 12/20/2019 | 24783    | 110515125   | CAL CARDS IT 112219        | \$190.74           |
|                                  |                     | 12/20/2019 | 24783    | 280323215   | CAL CARDS IT 112219        | \$14.95            |
|                                  |                     | 12/20/2019 | 24783    | 460141474   | CAL CARDS IT 112219        | \$1,286.90         |
|                                  |                     | 12/20/2019 | 24783    | 475141471   | CAL CARDS IT 112219        | \$1,182.93         |
|                                  |                     | 12/20/2019 | 24783    | 480515161   | CAL CARDS IT 112219        | \$64.70            |
| <b>US BANK XX0346 IT</b>         |                     |            |          |             | <b>Total Check Amount:</b> | <b>\$3,022.80</b>  |
| V40071                           | US BANK XX0221 PW   | 12/20/2019 | 24784    | 110         | CALCARDS PW 112219         | \$17.27            |
|                                  |                     | 12/20/2019 | 24784    | 110222211   | CALCARDS PW 112219         | \$19.26            |
|                                  |                     | 12/20/2019 | 24784    | 110404311   | CALCARDS PW 112219         | \$1,348.08         |
|                                  |                     | 12/20/2019 | 24784    | 110515121   | CALCARDS PW 112219         | \$254.68           |
|                                  |                     | 12/20/2019 | 24784    | 110515125   | CALCARDS PW 112219         | \$514.74           |
|                                  |                     | 12/20/2019 | 24784    | 110515141   | CALCARDS PW 112219         | \$141.16           |
|                                  |                     | 12/20/2019 | 24784    | 110515143   | CALCARDS PW 112219         | \$39.44            |
|                                  |                     | 12/20/2019 | 24784    | 110515144   | CALCARDS PW 112219         | \$138.91           |
|                                  |                     | 12/20/2019 | 24784    | 110515148   | CALCARDS PW 112219         | \$106.12           |
|                                  |                     | 12/20/2019 | 24784    | 110515171   | CALCARDS PW 112219         | \$470.00           |
|                                  |                     | 12/20/2019 | 24784    | 343515112   | CALCARDS PW 112219         | \$58.16            |
|                                  |                     | 12/20/2019 | 24784    | 360515145   | CALCARDS PW 112219         | \$145.53           |
|                                  |                     | 12/20/2019 | 24784    | 430515123   | CALCARDS PW 112219         | \$41.17            |
|                                  |                     | 12/20/2019 | 24784    | 480         | CALCARDS PW 112219         | \$4.99             |



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|----------------------------|----------------------------|------------|----------|-------------|-------------------------|-------------|
| V40071                     | US BANK XX0221 PW          | 12/20/2019 | 24784    | 480515161   | CALCARDS PW 112219      | \$3,410.40  |
|                            |                            | 12/20/2019 | 24784    | 490515151   | CALCARDS PW 112219      | \$4,228.88  |
| US BANK XX0221 PW          |                            |            |          |             | Total Check Amount:     | \$10,938.79 |
| V40073                     | US BANK XX0544 POLICE      | 12/20/2019 | 24785    | 110         | CALCARD 112219 POLICE   | (\$111.14)  |
|                            |                            | 12/20/2019 | 24785    | 110212111   | CALCARD 11-22-19 POLICE | \$2,545.23  |
|                            |                            | 12/20/2019 | 24785    | 110212121   | CALCARD 11-22-19 POLICE | \$1,461.19  |
|                            |                            | 12/20/2019 | 24785    | 110212122   | CALCARD 11-22-19 POLICE | \$8.93      |
|                            |                            | 12/20/2019 | 24785    | 110212131   | CALCARD 11-22-19 POLICE | \$883.42    |
|                            |                            | 12/20/2019 | 24785    | 110212132   | CALCARD 11-22-19 POLICE | \$58.14     |
|                            |                            | 12/20/2019 | 24785    | 110212133   | CALCARD 11-22-19 POLICE | \$82.07     |
|                            |                            | 12/20/2019 | 24785    | 110212134   | CALCARD 11-22-19 POLICE | \$1,291.74  |
|                            |                            | 12/20/2019 | 24785    | 480515161   | CALCARD 11-22-19 POLICE | \$1,476.01  |
| US BANK XX0544 POLICE      |                            |            |          |             | Total Check Amount:     | \$7,695.59  |
| V40074                     | US BANK XX3401 PW- ADMIN   | 12/20/2019 | 24786    | 110         | CALCARDS PWADM 112219   | \$85.12     |
|                            |                            | 12/20/2019 | 24786    | 110515111   | CALCARDS PWADM 112219   | \$990.19    |
|                            |                            | 12/20/2019 | 24786    | 110515171   | CALCARDS PWADM 112219   | \$215.28    |
|                            |                            | 12/20/2019 | 24786    | 420515131   | CALCARDS PWADM 112219   | \$11.84     |
| US BANK XX3401 PW- ADMIN   |                            |            |          |             | Total Check Amount:     | \$1,302.43  |
| V40075                     | VIRTUAL PROJECT MANAGER    | 12/20/2019 | 23508    | 510707251   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707311   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707315   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707316   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707317   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707461   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707941   | CIP SW BCKUP/ST DEC19   | \$62.50     |
|                            |                            | 12/20/2019 | 23508    | 510707944   | CIP SW BCKUP/ST DEC19   | \$62.50     |
| VIRTUAL PROJECT MANAGER    |                            |            |          |             | Total Check Amount:     | \$500.00    |
| V40076                     | WALTERS WHOLESALE ELECTRIC | 12/20/2019 | 1667     | 110515121   | CABLE TIES:EAGLEHILLS   | \$121.54    |
|                            |                            | 12/20/2019 | 1667     | 490515151   | ELECTRICAL TAPE         | \$35.56     |
|                            |                            | 12/20/2019 | 1667     | 490515151   | SOLAR TIES              | \$320.55    |
|                            |                            | 12/20/2019 | 1667     | 490515151   | SOLAR TIES SS           | \$190.03    |
| WALTERS WHOLESALE ELECTRIC |                            |            |          |             | Total Check Amount:     | \$667.68    |
| V40077                     | WEBBY DANCE COMPANY        | 12/20/2019 | 25323    | 110404145   | JAZZ/HIPHOP/TUMBLING    | \$168.00    |
| WEBBY DANCE COMPANY        |                            |            |          |             | Total Check Amount:     | \$168.00    |
| V40078                     | TERRI WESTERGREN           | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA AUG 2019   | \$160.00    |
|                            |                            | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA JUL 2019   | \$120.00    |
|                            |                            | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA JUN 2019   | \$120.00    |
|                            |                            | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA MAY 2019   | \$200.00    |

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| Check #                           | Vendor Name                | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|-----------------------------------|----------------------------|------------|----------|-------------|----------------------------|---------------------|
| V40078                            | TERRI WESTERGREN           | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA NOV 2019      | \$160.00            |
|                                   |                            | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA OCT 2019      | \$200.00            |
|                                   |                            | 12/20/2019 | 25602    | 110404521   | SR CTR ZUMBA SEP 2019      | \$120.00            |
| <b>TERRI WESTERGREN</b>           |                            |            |          |             | <b>Total Check Amount:</b> | <b>\$1,080.00</b>   |
| V40079                            | WEST-LITE SUPPLY CO., INC. | 12/20/2019 | 5192     | 490515151   | LED LIGHTING               | \$870.51            |
| <b>WEST-LITE SUPPLY CO., INC.</b> |                            |            |          |             | <b>Total Check Amount:</b> | <b>\$870.51</b>     |
| V40080                            | WILLDAN ENGINEERING        | 12/20/2019 | 12445    | 110000000   | PLAN CHECK SVCS 10/25      | \$596.00            |
|                                   |                            | 12/20/2019 | 12445    | 110000000   | PLAN CHECK SVCS 5/31       | \$894.00            |
|                                   |                            | 12/20/2019 | 12445    | 110515171   | PLAN CHECK SVCS 10/25      | \$2,831.00          |
|                                   |                            | 12/20/2019 | 12445    | 110515171   | PLAN CHECK SVCS 5/31       | \$2,309.50          |
| <b>WILLDAN ENGINEERING</b>        |                            |            |          |             | <b>Total Check Amount:</b> | <b>\$6,630.50</b>   |
| V40081                            | ZUMAR INDUSTRIES, INC.     | 12/20/2019 | 3802     | 110323212   | CRABTREE RET SIGN          | \$81.40             |
| <b>ZUMAR INDUSTRIES, INC.</b>     |                            |            |          |             | <b>Total Check Amount:</b> | <b>\$81.40</b>      |
| <b>Voucher Subtotal</b>           |                            |            |          |             |                            | <b>\$480,114.41</b> |
| <b>TOTAL</b>                      |                            |            |          |             |                            | <b>\$888,028.42</b> |

## City Check Register for: Dec 27, 2019

| Check #                                   | Vendor Name                        | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|---|------------------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| 182800                                    | FRANCHISE TAX BOARD                | 12/27/2019 | 13287    | 110         | CD917666897 122019 PR | \$132.55                              |
| <b>FRANCHISE TAX BOARD</b>                |                                    |            |          |             |                       | <b>Total Check Amount: \$132.55</b>   |
| 182801                                    | FRANCHISE TAX BOARD                | 12/27/2019 | 29315    | 110         | 565594864 122019 PR   | \$1,289.58                            |
| <b>FRANCHISE TAX BOARD</b>                |                                    |            |          |             |                       | <b>Total Check Amount: \$1,289.58</b> |
| <b>Check Subtotal</b>                     |                                    |            |          |             |                       | <b>\$1,422.13</b>                     |
| V40082                                    | ADMINISTRATIVE & PROF              | 12/27/2019 | 3344     | 110         | DED:4010 APEA MEMBR   | \$552.00                              |
| <b>ADMINISTRATIVE &amp; PROF</b>          |                                    |            |          |             |                       | <b>Total Check Amount: \$552.00</b>   |
| V40083                                    | THE ADVANTAGE GROUP                | 12/27/2019 | 24539    | 110         | DED:808B FSA DEPCAR   | \$2,965.26                            |
|   |                                    | 12/27/2019 | 24539    | 110         | DED:808C FSA UR MED   | \$5,173.57                            |
| <b>THE ADVANTAGE GROUP</b>                |                                    |            |          |             |                       | <b>Total Check Amount: \$8,138.83</b> |
| V40084                                    | BPSEA MEMORIAL FOUNDATION          | 12/27/2019 | 14990    | 110         | DED:4050 MEMORIAL     | \$212.50                              |
| <b>BPSEA MEMORIAL FOUNDATION</b>          |                                    |            |          |             |                       | <b>Total Check Amount: \$212.50</b>   |
| V40085                                    | BREA CITY EMPLOYEES ASSOCIATION    | 12/27/2019 | 3236     | 110         | DED:4005 BCEA MEMBR   | \$560.00                              |
| <b>BREA CITY EMPLOYEES ASSOCIATION</b>    |                                    |            |          |             |                       | <b>Total Check Amount: \$560.00</b>   |
| V40086                                    | BREA FIREFIGHTERS ASSOCIATION      | 12/27/2019 | 3237     | 110         | DED:4016 ASSOC MEMB   | \$3,076.75                            |
| <b>BREA FIREFIGHTERS ASSOCIATION</b>      |                                    |            |          |             |                       | <b>Total Check Amount: \$3,076.75</b> |
| V40087                                    | BREA POLICE ASSOCIATION            | 12/27/2019 | 3769     | 110         | DED:4030 BPA REG      | \$3,300.00                            |
| <b>BREA POLICE ASSOCIATION</b>            |                                    |            |          |             |                       | <b>Total Check Amount: \$3,300.00</b> |
| V40088                                    | BREA POLICE ATHLETIC LEAGUE        | 12/27/2019 | 1068     | 110         | DED:5010 B.P.A.L.     | \$132.50                              |
| <b>BREA POLICE ATHLETIC LEAGUE</b>        |                                    |            |          |             |                       | <b>Total Check Amount: \$132.50</b>   |
| V40089                                    | BREA POLICE MANAGEMENT ASSOCIATION | 12/27/2019 | 21189    | 110         | DED:4019 LDF MEMBRS   | \$13.00                               |
|   |                                    | 12/27/2019 | 21189    | 110         | DED:4020 PMA MEMBRS   | \$195.00                              |
| <b>BREA POLICE MANAGEMENT ASSOCIATION</b> |                                    |            |          |             |                       | <b>Total Check Amount: \$208.00</b>   |
| V40090                                    | ORANGE COUNTY UNITED WAY           | 12/27/2019 | 3451     | 110         | DED:5005 UNITED WAY   | \$11.75                               |
| <b>ORANGE COUNTY UNITED WAY</b>           |                                    |            |          |             |                       | <b>Total Check Amount: \$11.75</b>    |
| <b>Voucher Subtotal</b>                   |                                    |            |          |             |                       | <b>\$16,192.33</b>                    |
| <b>TOTAL</b>                              |                                    |            |          |             |                       | <b>\$17,614.46</b>                    |

## City Check Register for: Jan 3, 2020

| Check #                           | Vendor Name                       | Check Date | Vendor # | Budget Unit | Description           | Amount      |
|-----------------------------------|-----------------------------------|------------|----------|-------------|-----------------------|-------------|
| 182802                            | ARCHITECTURAL DESIGN & SIGNS,INC. | 01/03/2020 | 26146    | 510707903   | PS3 BLADE SIGN MOVE   | \$9,368.50  |
| ARCHITECTURAL DESIGN & SIGNS,INC. |                                   |            |          |             | Total Check Amount:   | \$9,368.50  |
| 182803                            | INJO BAHNG                        | 01/03/2020 | 29339    | 420000000   | WTR ACCOUNT OVERPYMNT | \$105.45    |
| INJO BAHNG                        |                                   |            |          |             | Total Check Amount:   | \$105.45    |
| 182804                            | MATTHEW RYAN BLACKSCHELGER        | 01/03/2020 | 29329    | 110000000   | PD REPORT REQ REFUND  | \$3.00      |
| MATTHEW RYAN BLACKSCHELGER        |                                   |            |          |             | Total Check Amount:   | \$3.00      |
| 182805                            | MONIQUE BLAIR                     | 01/03/2020 | 29347    | 420000000   | CLOSED WATER ACCOUNT  | \$102.38    |
| MONIQUE BLAIR                     |                                   |            |          |             | Total Check Amount:   | \$102.38    |
| 182806                            | MARK CAMPBELL AND JULIE CAMERON   | 01/03/2020 | 22725    | 110000000   | DEVELOPER FEE REFUND  | \$705.63    |
| MARK CAMPBELL AND JULIE CAMERON   |                                   |            |          |             | Total Check Amount:   | \$705.63    |
| 182807                            | NIN JIM CHEN                      | 01/03/2020 | 29350    | 420000000   | CLOSED WATER ACCOUNT  | \$21.97     |
| NIN JIM CHEN                      |                                   |            |          |             | Total Check Amount:   | \$21.97     |
| 182808                            | BRIAN CHONG                       | 01/03/2020 | 29344    | 420000000   | CLOSED WATER ACCOUNT  | \$22.52     |
| BRIAN CHONG                       |                                   |            |          |             | Total Check Amount:   | \$22.52     |
| 182809                            | COUNTY OF ORANGE                  | 01/03/2020 | 4799     | 410515132   | 19/20 NPDES COSTSHARE | \$87,612.90 |
| COUNTY OF ORANGE                  |                                   |            |          |             | Total Check Amount:   | \$87,612.90 |
| 182810                            | CPSI - PROPERTY SPECIALISTS, INC. | 01/03/2020 | 26951    | 510707251   | 57/LAMBERT ROW NOV    | \$1,143.73  |
| CPSI - PROPERTY SPECIALISTS, INC. |                                   |            |          |             | Total Check Amount:   | \$1,143.73  |
| 182811                            | CYBERVISION ELECTRONICS INC       | 01/03/2020 | 29345    | 420000000   | CLOSED WATER ACCOUNT  | \$72.19     |
| CYBERVISION ELECTRONICS INC       |                                   |            |          |             | Total Check Amount:   | \$72.19     |
| 182812                            | DAVID DAVID                       | 01/03/2020 | 29348    | 420000000   | CLOSED WATER ACCOUNT  | \$51.18     |
| DAVID DAVID                       |                                   |            |          |             | Total Check Amount:   | \$51.18     |
| 182813                            | DELTA DENTAL INSURANCE COMPANY    | 01/03/2020 | 26074    | 110         | 05-R103125 DENTAL DEC | \$1,971.27  |
| DELTA DENTAL INSURANCE COMPANY    |                                   |            |          |             | Total Check Amount:   | \$1,971.27  |
| 182814                            | SOUTHERN CALIFORNIA EDISON        | 01/03/2020 | 3343     | 110515121   | ELECTRICITY NOV/DEC19 | \$942.75    |
|                                   |                                   | 01/03/2020 | 3343     | 110515148   | ELECTRICITY NOV/DEC19 | \$92.04     |
| SOUTHERN CALIFORNIA EDISON        |                                   |            |          |             | Total Check Amount:   | \$1,034.79  |
| 182815                            | FIRST DUE ELEVATOR RESCUE         | 01/03/2020 | 29322    | 110222221   | ELEVATOR RESCUE KITS  | \$1,598.63  |
| FIRST DUE ELEVATOR RESCUE         |                                   |            |          |             | Total Check Amount:   | \$1,598.63  |
| 182816                            | CHRISTOPHER FLOREZ                | 01/03/2020 | 29354    | 420000000   | CLOSED WATER ACCOUNT  | \$67.11     |
| CHRISTOPHER FLOREZ                |                                   |            |          |             | Total Check Amount:   | \$67.11     |
| 182817                            | THE GAS COMPANY                   | 01/03/2020 | 3749     | 490515151   | GAS NOV/DEC 2019      | \$3,155.08  |
| THE GAS COMPANY                   |                                   |            |          |             | Total Check Amount:   | \$3,155.08  |
| 182818                            | LEE GRABER                        | 01/03/2020 | 29355    | 420000000   | CLOSED WATER ACCOUNT  | \$9.85      |
| LEE GRABER                        |                                   |            |          |             | Total Check Amount:   | \$9.85      |
| 182819                            | PAYGE HAMBY                       | 01/03/2020 | 27873    | 420000000   | CLOSED WATER ACCOUNT  | \$33.93     |
| PAYGE HAMBY                       |                                   |            |          |             | Total Check Amount:   | \$33.93     |
| 182820                            | RON HARDING                       | 01/03/2020 | 28939    | 420000000   | CLOSED WATER ACCOUNT  | \$300.32    |
| RON HARDING                       |                                   |            |          |             | Total Check Amount:   | \$300.32    |

## City Check Register for: Jan 3, 2020

| Check #  | Vendor Name                         | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|--|-------------------------------------|------------|----------|-------------|----------------------------|-------------------|
| 182821   | THE HARTFORD                        | 01/03/2020 | 14763    | 470141483   | 2020 TRAVEL ACC INS        | \$750.00          |
| <b>THE HARTFORD</b>                            |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$750.00</b>   |
| 182822   | JACK HAY                            | 01/03/2020 | 22798    | 110000000   | DEVELOPER FEE REFUND       | \$187.40          |
|  |                                     | 01/03/2020 | 22798    | 110141411   | STOP PAYMENT FEE           | (\$12.00)         |
| <b>JACK HAY</b>                                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$175.40</b>   |
| 182823   | BIN HUANG                           | 01/03/2020 | 29352    | 420000000   | CLOSED WATER ACCOUNT       | \$359.43          |
| <b>BIN HUANG</b>                               |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$359.43</b>   |
| 182824   | INLAND WATER WORKS SUPPLY CO        | 01/03/2020 | 23904    | 420515131   | ERTS                       | \$3,879.00        |
| <b>INLAND WATER WORKS SUPPLY CO</b>            |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$3,879.00</b> |
| 182825   | DENNIS JIMENEZ                      | 01/03/2020 | 11652    | 110000000   | DEVELOPER FEE REFUND       | \$750.50          |
| <b>DENNIS JIMENEZ</b>                          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$750.50</b>   |
| 182826   | RYAN KLUG                           | 01/03/2020 | 29363    | 110212111   | TRAINING MILEAGE           | \$8.06            |
| <b>RYAN KLUG</b>                               |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$8.06</b>     |
| 182827   | DANIEL KWON                         | 01/03/2020 | 28879    | 420000000   | CLOSED WATER ACCOUNT       | \$75.92           |
| <b>DANIEL KWON</b>                             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$75.92</b>    |
| 182828   | LIFE-ASSIST, INC.                   | 01/03/2020 | 10530    | 174222222   | PM SUPPLIES FIRE STN2      | \$1,659.49        |
|  |                                     | 01/03/2020 | 10530    | 174222222   | PM SUPPLIES FIRE STN3      | \$486.01          |
| <b>LIFE-ASSIST, INC.</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$2,145.50</b> |
| 182829   | LOZEAU CONSULTING, TRAINING & INVES | 01/03/2020 | 29336    | 110212111   | HOMELESS LIAISON TRNG      | \$80.00           |
| <b>LOZEAU CONSULTING, TRAINING &amp; INVES</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$80.00</b>    |
| 182830   | SHELLEY MARKER                      | 01/03/2020 | 29341    | 110         | REFUND:TROLLEY TOUR        | \$14.00           |
| <b>SHELLEY MARKER</b>                          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$14.00</b>    |
| 182831   | MEDPOST URGENT CARE - BREA          | 01/03/2020 | 27547    | 110141481   | HR MED SVCS 11/4           | \$85.00           |
|  |                                     | 01/03/2020 | 27547    | 110141481   | HR MED SVCS NOV 2019       | \$405.00          |
| <b>MEDPOST URGENT CARE - BREA</b>              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$490.00</b>   |
| 182832   | MARY MENDOZA                        | 01/03/2020 | 28973    | 110000000   | DEVELOPER FEE REFUND       | \$398.00          |
| <b>MARY MENDOZA</b>                            |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$398.00</b>   |
| 182833   | STEPHANIE MURET                     | 01/03/2020 | 29342    | 110         | REFUND:TROLLEY TOUR        | \$42.00           |
| <b>STEPHANIE MURET</b>                         |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$42.00</b>    |
| 182834   | NANCY MURRAY                        | 01/03/2020 | 29340    | 110         | REFUND:TROLLEY TOUR        | \$14.00           |
| <b>NANCY MURRAY</b>                            |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$14.00</b>    |
| 182835   | NPR BIO-MEDICAL INC                 | 01/03/2020 | 29338    | 420000000   | WTR ACCOUNT OVERPYMNT      | \$1,769.07        |
| <b>NPR BIO-MEDICAL INC</b>                     |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,769.07</b> |
| 182836   | PUENTE HILLS FORD                   | 01/03/2020 | 25742    | 480515161   | 1301 SIDE MIRROR           | \$619.17          |
|  |                                     | 01/03/2020 | 25742    | 480515161   | 955 SUSPENSION REPAIR      | \$397.30          |
|  |                                     | 01/03/2020 | 25742    | 480515161   | CAP ASSEMBLY               | \$18.03           |
|  |                                     | 01/03/2020 | 25742    | 480515161   | TIRE PRESSURE SENSOR       | \$68.67           |
|  |                                     | 01/03/2020 | 25742    | 480515161   | WINDOW REGULATOR           | \$58.45           |

## City Check Register for: Jan 3, 2020

| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|--|---------------------------------|------------|----------|-------------|----------------------------|---------------------|
| <b>PUENTE HILLS FORD</b>               |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$1,161.62</b>   |
| 182837                                 | HEAVEN RAMIREZ                  | 01/03/2020 | 29353    | 420000000   | CLOSED WATER ACCOUNT       | \$20.87             |
| <b>HEAVEN RAMIREZ</b>                  |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$20.87</b>      |
| 182838                                 | ALFRED RODRIGUEZ                | 01/03/2020 | 29364    | 110212111   | TRAVEL MILEAGE             | \$5.45              |
| <b>ALFRED RODRIGUEZ</b>                |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$5.45</b>       |
| 182839                                 | RANDY ROMAN                     | 01/03/2020 | 29346    | 420000000   | CLOSED WATER ACCOUNT       | \$82.96             |
| <b>RANDY ROMAN</b>                     |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$82.96</b>      |
| 182840                                 | ANGEL ROSALES                   | 01/03/2020 | 29349    | 420000000   | CLOSED WATER ACCOUNT       | \$65.00             |
| <b>ANGEL ROSALES</b>                   |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$65.00</b>      |
| 182841                                 | SHIRISH SHAH                    | 01/03/2020 | 29176    | 420000000   | CLOSED WATER ACCOUNT       | \$63.91             |
| <b>SHIRISH SHAH</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$63.91</b>      |
| 182842                                 | ALICIA SILVA                    | 01/03/2020 | 29356    | 420000000   | CLOSED WATER ACCOUNT       | \$110.04            |
| <b>ALICIA SILVA</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$110.04</b>     |
| 182843                                 | CAROLE STONE                    | 01/03/2020 | 29333    | 420000000   | CLOSED WATER ACCOUNT       | \$48.02             |
| <b>CAROLE STONE</b>                    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$48.02</b>      |
| 182844                                 | SWRCB                           | 01/03/2020 | 14532    | 420515131   | 19/20 WTR SYSTEM FEES      | \$38,860.80         |
| <b>SWRCB</b>                           |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$38,860.80</b>  |
| 182845                                 | LAMARR TINNIN                   | 01/03/2020 | 29365    | 110212111   | TRAINING MILEAGE           | \$12.99             |
| <b>LAMARR TINNIN</b>                   |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$12.99</b>      |
| 182846                                 | TRAFFIC MANAGEMENT, INC.        | 01/03/2020 | 28282    | 510707903   | TFCCTRL:PS3 SGN RELOC      | \$2,522.00          |
| <b>TRAFFIC MANAGEMENT, INC.</b>        |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$2,522.00</b>   |
| 182847                                 | KHOA TRAN                       | 01/03/2020 | 29351    | 420000000   | CLOSED WATER ACCOUNT       | \$8.59              |
| <b>KHOA TRAN</b>                       |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$8.59</b>       |
| 182848                                 | UNITED PARCEL SERVICE           | 01/03/2020 | 3174     | 110141441   | SHIPPING CHGS NOV/DEC      | \$216.62            |
| <b>UNITED PARCEL SERVICE</b>           |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$216.62</b>     |
| 182849                                 | UNITED RENTALS NORTHWEST, INC.  | 01/03/2020 | 7051     | 490515151   | LIFT FOR XMAS TREE         | \$1,488.04          |
| <b>UNITED RENTALS NORTHWEST, INC.</b>  |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$1,488.04</b>   |
| 182850                                 | VETERINARY PET INS. CO.         | 01/03/2020 | 20975    | 110         | 4436 PET INS NOV19         | \$689.28            |
| <b>VETERINARY PET INS. CO.</b>         |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$689.28</b>     |
| <b>Check Subtotal</b>                  |                                 |            |          |             |                            | <b>\$163,687.50</b> |
| V40091                                 | B & S GRAPHICS INC.             | 01/03/2020 | 24357    | 480515161   | ROOF DECALS                | \$64.48             |
| <b>B &amp; S GRAPHICS INC.</b>         |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$64.48</b>      |
| V40092                                 | BREA DISPOSAL, INC              | 01/03/2020 | 3330     | 440515122   | NOV 2019 RES TONNAGE       | \$71,849.02         |
|  |                                 | 01/03/2020 | 3330     | 440515122   | REFUSE COLLECTN NOV19      | \$159,485.48        |
| <b>BREA DISPOSAL, INC</b>              |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$231,334.50</b> |
| V40093                                 | C. WELLS PIPELINE MATERIALS INC | 01/03/2020 | 13055    | 420515131   | HYDRANT PARTS              | \$188.63            |
|  |                                 | 01/03/2020 | 13055    | 420515131   | PLUMBING SUPPLIES          | \$2,040.25          |
| <b>C. WELLS PIPELINE MATERIALS INC</b> |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$2,228.88</b>   |
| V40094                                 | CIVICPLUS                       | 01/03/2020 | 23925    | 110111151   | 19/20 CITY WEBSITEFEE      | \$5,705.85          |



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| Check #                                 | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---|----------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V40094                                  | CIVICPLUS                        | 01/03/2020 | 23925    | 110111151   | 19/20 PLATFORM FEE         | \$1,586.04         |
|   |                                  | 01/03/2020 | 23925    | 110323214   | 19/20 ECONDEV WEB FEE      | \$669.50           |
|   |                                  | 01/03/2020 | 23925    | 110404215   | 19/20 FTNSSCTR WEBFEE      | \$710.28           |
|   |                                  | 01/03/2020 | 23925    | 110404541   | 19/20 GALLERY WEB FEE      | \$710.28           |
|   |                                  | 01/03/2020 | 23925    | 110404542   | 19/20 THEATRE WEB FEE      | \$710.28           |
|   |                                  | 01/03/2020 | 23925    | 475141471   | 19/20 SSL CERTIFICATE      | \$154.50           |
| <b>CIVICPLUS</b>                        |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$10,246.73</b> |
| V40095                                  | CLINICAL LABORATORY OF           | 01/03/2020 | 3390     | 420515131   | WATER SAMPLING NOV19       | \$1,062.00         |
| <b>CLINICAL LABORATORY OF</b>           |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,062.00</b>  |
| V40096                                  | COLONIAL LIFE PROCESSING CENTER  | 01/03/2020 | 26071    | 110         | 4504054 CRIT ILL NOV       | \$231.22           |
|   |                                  | 01/03/2020 | 26071    | 110         | 4504054 STD DISAB NOV      | \$1,362.90         |
| <b>COLONIAL LIFE PROCESSING CENTER</b>  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,594.12</b>  |
| V40097                                  | CORE & MAIN LP                   | 01/03/2020 | 27049    | 420515131   | DE-CHLOR TABLETS           | \$129.30           |
|   |                                  | 01/03/2020 | 27049    | 420515131   | PLUMBING SUPPLIES          | \$1,670.13         |
|   |                                  | 01/03/2020 | 27049    | 420515131   | STR MTR ENCODERS (21)      | \$2,822.78         |
|   |                                  | 01/03/2020 | 27049    | 420515131   | WATER METERS+ENCODERS      | \$6,078.52         |
|   |                                  | 01/03/2020 | 27049    | 420515131   | WTR MTR ENCODERS (16)      | \$6,388.10         |
|   |                                  | 01/03/2020 | 27049    | 420515131   | WTR MTR ENCODERS (21)      | \$2,822.79         |
| <b>CORE &amp; MAIN LP</b>               |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$19,911.62</b> |
| V40098                                  | BRANDON CROSS                    | 01/03/2020 | 27883    | 110212111   | TRAINING EXPENSES          | \$16.00            |
| <b>BRANDON CROSS</b>                    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$16.00</b>     |
| V40099                                  | DANIELS TIRE SERVICE             | 01/03/2020 | 3133     | 480515161   | USED TIRE DISPOSAL         | \$84.00            |
| <b>DANIELS TIRE SERVICE</b>             |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$84.00</b>     |
| V40100                                  | DELTA DENTAL PLAN OF CALIFORNIA  | 01/03/2020 | 3411     | 110         | 05-04253 DENTAL DEC19      | \$17,726.84        |
| <b>DELTA DENTAL PLAN OF CALIFORNIA</b>  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$17,726.84</b> |
| V40101                                  | EXTERMINETICS OF SO CALIF INC    | 01/03/2020 | 3298     | 346515112   | BEEHIVE REMOVAL MD#1       | \$325.00           |
| <b>EXTERMINETICS OF SO CALIF INC</b>    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$325.00</b>    |
| V40102                                  | FACTORY MOTOR PARTS COMPANY      | 01/03/2020 | 3504     | 480515161   | BATTERIES                  | \$312.69           |
|   |                                  | 01/03/2020 | 3504     | 480515161   | BATTERY                    | \$100.12           |
|   |                                  | 01/03/2020 | 3504     | 480515161   | CREDIT:BATTERY CORES       | (\$569.82)         |
|   |                                  | 01/03/2020 | 3504     | 480515161   | FUEL PUMP                  | \$442.95           |
| <b>FACTORY MOTOR PARTS COMPANY</b>      |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$285.94</b>    |
| V40103                                  | FIDELITY SECURITY LIFE INSURANCE | 01/03/2020 | 23035    | 110         | 9827288 VISION DEC19       | \$2,574.37         |
| <b>FIDELITY SECURITY LIFE INSURANCE</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$2,574.37</b>  |
| V40104                                  | FUSCOE ENGINEERING, INC.         | 01/03/2020 | 18052    | 110000000   | BREA MALL PWQMP NOV19      | \$1,000.00         |
|   |                                  | 01/03/2020 | 18052    | 110000000   | CALVARY PWQMP NOV19        | \$363.00           |
|   |                                  | 01/03/2020 | 18052    | 110000000   | MERCURY/BERRY PWQMP        | \$1,164.00         |
|   |                                  | 01/03/2020 | 18052    | 410515132   | NPDES SVCS NOV 2019        | \$6,502.75         |

## City Check Register for: Jan 3, 2020

| Check #                                 | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---|----------------------------------|------------|----------|-------------|----------------------------|--------------------|
| <b>FUSCOE ENGINEERING, INC.</b>         |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$9,029.75</b>  |
| V40105                                  | JESSE GARDUNA                    | 01/03/2020 | 16006    | 110212111   | TRAINING EXPENSES          | \$68.20            |
| <b>JESSE GARDUNA</b>                    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$68.20</b>     |
| V40106                                  | THE GARLAND COMPANY              | 01/03/2020 | 18924    | 510707941   | FIRE STN 3 METAL ROOF      | \$50,283.67        |
| <b>THE GARLAND COMPANY</b>              |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$50,283.67</b> |
| V40107                                  | INTERWEST CONSULTING GROUP, INC. | 01/03/2020 | 28473    | 510707627   | SEWER UPSIZE OCT 2019      | \$5,287.50         |
| <b>INTERWEST CONSULTING GROUP, INC.</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$5,287.50</b>  |
| V40108                                  | ITRON, INC.                      | 01/03/2020 | 3773     | 420141421   | TECH SUPPORT 12/3          | \$285.00           |
| <b>ITRON, INC.</b>                      |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$285.00</b>    |
| V40109                                  | JMDIAZ, INC.                     | 01/03/2020 | 27113    | 110000000   | ON-CALL ENGG SVCS OCT      | \$4,565.00         |
|   |                                  | 01/03/2020 | 27113    | 110515171   | ON-CALL ENGG SVCS OCT      | \$1,760.00         |
|   |                                  | 01/03/2020 | 27113    | 510707267   | ON-CALL ENGG SVCS OCT      | \$1,980.00         |
|   |                                  | 01/03/2020 | 27113    | 510707315   | ON-CALL ENGG SVCS OCT      | \$330.00           |
|   |                                  | 01/03/2020 | 27113    | 510707320   | ON-CALL ENGG SVCS OCT      | \$385.00           |
|   |                                  | 01/03/2020 | 27113    | 510707321   | ON-CALL ENGG SVCS OCT      | \$385.00           |
|   |                                  | 01/03/2020 | 27113    | 510707461   | ON-CALL ENGG SVCS OCT      | \$1,760.00         |
|   |                                  | 01/03/2020 | 27113    | 510707467   | ON-CALL ENGG SVCS OCT      | \$1,815.00         |
| <b>JMDIAZ, INC.</b>                     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$12,980.00</b> |
| V40110                                  | ELIZABETH KUNZE                  | 01/03/2020 | 25326    | 110212111   | TRAINING MILEAGE           | \$10.44            |
| <b>ELIZABETH KUNZE</b>                  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$10.44</b>     |
| V40111                                  | LEHR                             | 01/03/2020 | 26035    | 480515161   | 1922 VW CHANGE OVER        | \$2,618.99         |
| <b>LEHR</b>                             |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$2,618.99</b>  |
| V40112                                  | LINCOLN AQUATICS                 | 01/03/2020 | 17902    | 490515151   | CHEM PUMP - PLUNGE         | \$543.22           |
| <b>LINCOLN AQUATICS</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$543.22</b>    |
| V40113                                  | MINER, LTD                       | 01/03/2020 | 27173    | 490515151   | BCC AUTO DOOR REPAIR       | \$1,741.18         |
|   |                                  | 01/03/2020 | 27173    | 490515151   | FS2 BAY DOOR REPAIR        | \$451.17           |
| <b>MINER, LTD</b>                       |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$2,192.35</b>  |
| V40114                                  | MUNICIPAL WATER DISTRICT         | 01/03/2020 | 3784     | 420515131   | ADJ TO OCT19 WTR DEL.      | \$112.66           |
| <b>MUNICIPAL WATER DISTRICT</b>         |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$112.66</b>    |
| V40115                                  | PACIFIC COAST ENTERTAINMENT      | 01/03/2020 | 21588    | 110404421   | SNOW:TREE LIGHTING         | \$325.00           |
| <b>PACIFIC COAST ENTERTAINMENT</b>      |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$325.00</b>    |
| V40116                                  | NICOLE PESQUEIRA                 | 01/03/2020 | 27557    | 110222231   | ICC TRAINING EXPENSES      | \$90.00            |
| <b>NICOLE PESQUEIRA</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$90.00</b>     |
| V40117                                  | PLACEWORKS, INC.                 | 01/03/2020 | 26720    | 110000000   | MERCURY EIR NOV19          | \$1,537.07         |
|   |                                  | 01/03/2020 | 26720    | 110323231   | PROF SVCS:BCORE NOV19      | \$10.55            |
| <b>PLACEWORKS, INC.</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,547.62</b>  |
| V40118                                  | QUALITY PLACEMENT AUTHORITY, LLC | 01/03/2020 | 27027    | 110404521   | TEMP STAFF 10/7-10/13      | \$768.06           |
| <b>QUALITY PLACEMENT AUTHORITY, LLC</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$768.06</b>    |
| V40119                                  | RCS INVESTIGATIONS & CONSULTING  | 01/03/2020 | 22534    | 110212111   | BCKGRND INVESTIGATION      | \$5,250.00         |

## City Check Register for: Jan 3, 2020

| Check #  | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount                                 |
|--|---------------------------------|------------|----------|-------------|-----------------------|--|
| LLC  |                                 |            |          |             |                       |  |
| <b>RCS INVESTIGATIONS &amp; CONSULTING LLC</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$5,250.00</b>  |
| V40120   | RUSSELL SIGLER INC.             | 01/03/2020 | 21638    | 490515151   | HVAC FILTERS          | \$65.04                                |
| <b>RUSSELL SIGLER INC.</b>                     |                                 |            |          |             |                       | <b>Total Check Amount: \$65.04</b>     |
| V40121   | SC FUELS                        | 01/03/2020 | 16654    | 480515161   | CLR DIESEL 1385.0 GAL | \$4,416.51                             |
|  |                                 | 01/03/2020 | 16654    | 480515161   | REG ETH 4379.7 GAL    | \$13,297.83                            |
| <b>SC FUELS</b>                                |                                 |            |          |             |                       | <b>Total Check Amount: \$17,714.34</b> |
| V40122   | SITMATIC                        | 01/03/2020 | 24416    | 110212111   | PD MED HIGHBACK CHAIR | \$445.76                               |
| <b>SITMATIC</b>                                |                                 |            |          |             |                       | <b>Total Check Amount: \$445.76</b>    |
| V40123   | STRAUB DISTRIBUTING COMPANY     | 01/03/2020 | 14041    | 110404421   | BREA FEST BEER        | \$5,138.42                             |
|  |                                 | 01/03/2020 | 14041    | 110404421   | BREA FEST BEER RETURN | (\$2,210.00)                           |
| <b>STRAUB DISTRIBUTING COMPANY</b>             |                                 |            |          |             |                       | <b>Total Check Amount: \$2,928.42</b>  |
| V40124   | SUPERION, LLC                   | 01/03/2020 | 26879    | 475141471   | ASP BACKUP SVCS JAN20 | \$2,003.72                             |
| <b>SUPERION, LLC</b>                           |                                 |            |          |             |                       | <b>Total Check Amount: \$2,003.72</b>  |
| V40125   | THYSSENKRUPP ELEVATOR           | 01/03/2020 | 10308    | 110515125   | DT PS3 ELEV RPR 11/15 | \$510.62                               |
|  |                                 | 01/03/2020 | 10308    | 110515125   | DT PS3 ELEV RPR 11/16 | \$1,012.73                             |
| <b>THYSSENKRUPP ELEVATOR</b>                   |                                 |            |          |             |                       | <b>Total Check Amount: \$1,523.35</b>  |
| V40126   | TRANS UNION LLC                 | 01/03/2020 | 8371     | 110141481   | HR SVCS 10/26-11/25   | \$41.47                                |
| <b>TRANS UNION LLC</b>                         |                                 |            |          |             |                       | <b>Total Check Amount: \$41.47</b>     |
| V40127   | UNITED ROTARY BRUSH CORPORATION | 01/03/2020 | 16649    | 480515161   | SWEEPER BROOM         | \$371.22                               |
| <b>UNITED ROTARY BRUSH CORPORATION</b>         |                                 |            |          |             |                       | <b>Total Check Amount: \$371.22</b>    |
| V40128   | VENDINI                         | 01/03/2020 | 24179    | 110404542   | TICKET FEES NOV 2019  | \$1,113.92                             |
| <b>VENDINI</b>                                 |                                 |            |          |             |                       | <b>Total Check Amount: \$1,113.92</b>  |
| V40129   | VISTA PAINT CORPORATION         | 01/03/2020 | 4573     | 110515125   | PARKING STR PAINT     | \$650.92                               |
|  |                                 | 01/03/2020 | 4573     | 490515151   | PAINT:FIRE CHF OFFICE | \$67.39                                |
| <b>VISTA PAINT CORPORATION</b>                 |                                 |            |          |             |                       | <b>Total Check Amount: \$718.31</b>    |
| V40130   | WILLDAN ENGINEERING             | 01/03/2020 | 12445    | 510707219   | PLAN CHECK SVCS 5/31  | \$1,087.50                             |
| <b>WILLDAN ENGINEERING</b>                     |                                 |            |          |             |                       | <b>Total Check Amount: \$1,087.50</b>  |
| <b>Voucher Subtotal</b>                        |                                 |            |          |             |                       | <b>\$406,859.99</b>                    |
| <b>TOTAL</b>                                   |                                 |            |          |             |                       | <b>\$570,547.49</b>                    |

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| Check #                            | Vendor Name                        | Check Date | Vendor # | Budget Unit | Description           | Amount       |
|------------------------------------|------------------------------------|------------|----------|-------------|-----------------------|--------------|
| 182851                             | THE BANK OF NEW YORK MELLON        | 01/10/2020 | 16062    | 930141424   | S/A AB 2013 TAX ALLOC | \$2,220.00   |
| THE BANK OF NEW YORK MELLON        |                                    |            |          |             | Total Check Amount:   | \$2,220.00   |
| 182852                             | CALIFORNIA NEWSPAPER PARTNERSHIP   | 01/10/2020 | 26287    | 110404421   | AD:2019 BREA FEST     | \$1,909.78   |
| CALIFORNIA NEWSPAPER PARTNERSHIP   |                                    |            |          |             | Total Check Amount:   | \$1,909.78   |
| 182853                             | CALIFORNIA PEACE OFFICERS ASSN     | 01/10/2020 | 4687     | 110212111   | CANINE PROGRAM MGMT   | \$280.00     |
| CALIFORNIA PEACE OFFICERS ASSN     |                                    |            |          |             | Total Check Amount:   | \$280.00     |
| 182854                             | CHICAGO TITLE COMPANY              | 01/10/2020 | 24835    | 290323215   | PIRT:2489 SOMMERSET   | \$100.00     |
| CHICAGO TITLE COMPANY              |                                    |            |          |             | Total Check Amount:   | \$100.00     |
| 182855                             | CITY OF BREA                       | 01/10/2020 | 13577    | 950000000   | ILJAOC 19/20 FIN SVCS | \$57,122.00  |
| CITY OF BREA                       |                                    |            |          |             | Total Check Amount:   | \$57,122.00  |
| 182856                             | CITY OF FULLERTON                  | 01/10/2020 | 12001    | 110222211   | SHRDCMND 6/29-10/4/19 | \$48,802.36  |
|                                    |                                    | 01/10/2020 | 12001    | 110222221   | SHRDCMND 6/29-10/4/19 | \$104,319.10 |
|                                    |                                    | 01/10/2020 | 12001    | 110222223   | SHRDCMND 6/29-10/4/19 | \$334.22     |
|                                    |                                    | 01/10/2020 | 12001    | 110222231   | SHRDCMND 6/29-10/4/19 | \$1,207.50   |
|                                    |                                    | 01/10/2020 | 12001    | 480515161   | SHRDCMND 6/29-10/4/19 | \$1,667.26   |
| CITY OF FULLERTON                  |                                    |            |          |             | Total Check Amount:   | \$156,330.44 |
| 182857                             | WILLIAM SAMUEL CLARIDA             | 01/10/2020 | 29366    | 110         | RECEIVABLE-REFUND     | \$100.00     |
| WILLIAM SAMUEL CLARIDA             |                                    |            |          |             | Total Check Amount:   | \$100.00     |
| 182858                             | COTTON ON                          | 01/10/2020 | 23521    | 110         | RECEIVABLE-REFUND     | \$120.00     |
| COTTON ON                          |                                    |            |          |             | Total Check Amount:   | \$120.00     |
| 182859                             | THE COUNSELING TEAM INTERNATIONAL  | 01/10/2020 | 13933    | 110222221   | BACIS CSIM 9/4-9/5    | \$199.99     |
|                                    |                                    | 01/10/2020 | 13933    | 110222221   | EMPL SUPP SVCS NOV19  | \$660.00     |
| THE COUNSELING TEAM INTERNATIONAL  |                                    |            |          |             | Total Check Amount:   | \$859.99     |
| 182860                             | COUNTY OF ORANGE                   | 01/10/2020 | 4799     | 110212122   | PRKNG CITATIONS NOV19 | \$6,186.50   |
| COUNTY OF ORANGE                   |                                    |            |          |             | Total Check Amount:   | \$6,186.50   |
| 182861                             | COUNTY OF ORANGE                   | 01/10/2020 | 4799     | 110212122   | PRKNG CITATIONS OCT19 | \$6,754.00   |
| COUNTY OF ORANGE                   |                                    |            |          |             | Total Check Amount:   | \$6,754.00   |
| 182862                             | COUNTY OF ORANGE                   | 01/10/2020 | 4799     | 110212122   | OCATS/ROUTER NOV 2019 | \$1,104.51   |
| COUNTY OF ORANGE                   |                                    |            |          |             | Total Check Amount:   | \$1,104.51   |
| 182863                             | CSULB FOUNDATION                   | 01/10/2020 | 10182    | 110212111   | T15 CRSE/HOLDING FAC  | \$133.00     |
| CSULB FOUNDATION                   |                                    |            |          |             | Total Check Amount:   | \$133.00     |
| 182864                             | CSULB FOUNDATION                   | 01/10/2020 | 10182    | 110212111   | MH DECISION MAKING    | \$146.00     |
| CSULB FOUNDATION                   |                                    |            |          |             | Total Check Amount:   | \$146.00     |
| 182865                             | DEPARTMENT OF INDUSTRIAL RELATIONS | 01/10/2020 | 21957    | 470141483   | 7131:19/20 ASSESSMENT | \$48,989.44  |
| DEPARTMENT OF INDUSTRIAL RELATIONS |                                    |            |          |             | Total Check Amount:   | \$48,989.44  |
| 182866                             | DJS PLUS                           | 01/10/2020 | 8022     | 110404217   | 6TH GR MS DANCE 12/6  | \$400.00     |
| DJS PLUS                           |                                    |            |          |             | Total Check Amount:   | \$400.00     |
| 182867                             | SOUTHERN CALIFORNIA EDISON         | 01/10/2020 | 3343     | 110515121   | ELECTRICITY NOV/DEC19 | \$17,236.34  |

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| Check #                              | Vendor Name                   | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|--------------------------------------|-------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 182867                               | SOUTHERN CALIFORNIA EDISON    | 01/10/2020 | 3343     | 110515125   | ELECTRICITY NOV/DEC19      | \$10.92            |
|                                      |                               | 01/10/2020 | 3343     | 341515112   | ELECTRICITY NOV/DEC19      | \$81.49            |
|                                      |                               | 01/10/2020 | 3343     | 343515112   | ELECTRICITY NOV/DEC19      | \$173.04           |
|                                      |                               | 01/10/2020 | 3343     | 345515112   | ELECTRICITY NOV/DEC19      | \$40.21            |
|                                      |                               | 01/10/2020 | 3343     | 346515112   | ELECTRICITY NOV/DEC19      | \$89.63            |
|                                      |                               | 01/10/2020 | 3343     | 430515123   | ELECTRICITY NOV/DEC19      | \$663.77           |
|                                      |                               | 01/10/2020 | 3343     | 490515151   | ELECTRICITY NOV/DEC19      | \$4,336.09         |
|                                      |                               | 01/10/2020 | 3343     | 880515113   | ELECTRICITY NOV/DEC19      | \$10.11            |
| <b>SOUTHERN CALIFORNIA EDISON</b>    |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$22,641.60</b> |
| 182868                               | FRANCHISE TAX BOARD           | 01/10/2020 | 29315    | 110         | 565594864 010320 PR        | \$921.22           |
| <b>FRANCHISE TAX BOARD</b>           |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$921.22</b>    |
| 182869                               | THE GAS COMPANY               | 01/10/2020 | 3749     | 490515151   | GAS NOV/DEC 2019           | \$236.56           |
| <b>THE GAS COMPANY</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$236.56</b>    |
| 182870                               | IN TIME SERVICES INC.         | 01/10/2020 | 20876    | 950000000   | ILJAO ISE TRNG 12/10       | \$1,500.00         |
| <b>IN TIME SERVICES INC.</b>         |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$1,500.00</b>  |
| 182871                               | INTELLI-TECH                  | 01/10/2020 | 8774     | 475141471   | DESKTOPS IMAGING           | \$2,375.00         |
| <b>INTELLI-TECH</b>                  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$2,375.00</b>  |
| 182872                               | DENNIS JIMENEZ                | 01/10/2020 | 11652    | 110000000   | REFUND OF INSP FEES        | \$429.57           |
| <b>DENNIS JIMENEZ</b>                |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$429.57</b>    |
| 182873                               | MANAGEMENT PARTNERS           | 01/10/2020 | 24541    | 110212111   | DEPT NEEDS ASSESSMENT      | \$27,400.00        |
| <b>MANAGEMENT PARTNERS</b>           |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$27,400.00</b> |
| 182874                               | SOCORRO MARTINEZ              | 01/10/2020 | 25841    | 110404425   | VOLUNTEEN STIPEND          | \$180.00           |
| <b>SOCORRO MARTINEZ</b>              |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$180.00</b>    |
| 182875                               | YEVGENIYA MIKHAILIK           | 01/10/2020 | 28440    | 110404541   | WW ARTIST-IN-RESIDNCE      | \$150.00           |
| <b>YEVGENIYA MIKHAILIK</b>           |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$150.00</b>    |
| 182876                               | CAITLIN MOHNEY                | 01/10/2020 | 29108    | 110404521   | SR CTR YOGA NOV 2019       | \$50.00            |
| <b>CAITLIN MOHNEY</b>                |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$50.00</b>     |
| 182877                               | NATIONAL TESTING NETWORK, INC | 01/10/2020 | 25909    | 110141481   | NTN ANNUAL MEMBERSHIP      | \$750.00           |
| <b>NATIONAL TESTING NETWORK, INC</b> |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$750.00</b>    |
| 182878                               | NDS, LLC                      | 01/10/2020 | 25312    | 110141441   | PRESORT MAILSVCS DEC19     | \$313.66           |
| <b>NDS, LLC</b>                      |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$313.66</b>    |
| 182879                               | NEOPOST USA INC               | 01/10/2020 | 20201    | 110141441   | POSTAGE INK                | \$265.05           |
| <b>NEOPOST USA INC</b>               |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$265.05</b>    |
| 182880                               | ORANGE COUNTY WINWATER WORKS  | 01/10/2020 | 28030    | 420515131   | GASKETS                    | \$49.57            |
| <b>ORANGE COUNTY WINWATER WORKS</b>  |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$49.57</b>     |
| 182881                               | OFFICE DEPOT, INC             | 01/10/2020 | 4743     | 110222211   | OFFICE SUPPLIES            | \$35.91            |
| <b>OFFICE DEPOT, INC</b>             |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$35.91</b>     |
| 182882                               | PETTY CASH CUSTODIAN          | 01/10/2020 | 15768    | 110         | PETTY CASH REPL 12/23      | \$39.00            |
| <b>PETTY CASH CUSTODIAN</b>          |                               |            |          |             | <b>Total Check Amount:</b> | <b>\$39.00</b>     |

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| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|--|---------------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| 182883                                 | RIVERSIDE COUNTY SHERIFF'S DEPT | 01/10/2020 | 10660    | 110212111   | POST SUPERVISORY CRSE | \$277.00                              |
| <b>RIVERSIDE COUNTY SHERIFF'S DEPT</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$277.00</b>   |
| 182884                                 | RIVERSIDE COUNTY SHERIFF'S DEPT | 01/10/2020 | 10660    | 110212111   | CANINE HANDLER UPDATE | \$177.00                              |
| <b>RIVERSIDE COUNTY SHERIFF'S DEPT</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$177.00</b>   |
| 182885                                 | SIMPLUS MAMAGEMENT              | 01/10/2020 | 26641    | 510707467   | EAGLE HILLS WTRLN RVW | \$3,737.50                            |
| <b>SIMPLUS MAMAGEMENT</b>              |                                 |            |          |             |                       | <b>Total Check Amount: \$3,737.50</b> |
| 182886                                 | U.S. POSTAL SERVICE             | 01/10/2020 | 13260    | 110404421   | P#8138 BREA ARTS 2019 | \$235.00                              |
| <b>U.S. POSTAL SERVICE</b>             |                                 |            |          |             |                       | <b>Total Check Amount: \$235.00</b>   |
| 182887                                 | VERIZON CONNECT NWF, INC.       | 01/10/2020 | 25293    | 480515161   | GPS FEES NOV 2019     | \$893.00                              |
| <b>VERIZON CONNECT NWF, INC.</b>       |                                 |            |          |             |                       | <b>Total Check Amount: \$893.00</b>   |
| 182888                                 | VERIZON WIRELESS                | 01/10/2020 | 21122    | 420515131   | 9843018962 1027-1126  | \$38.01                               |
| <b>VERIZON WIRELESS</b>                |                                 |            |          |             |                       | <b>Total Check Amount: \$38.01</b>    |
| 182889                                 | VERIZON WIRELESS                | 01/10/2020 | 21122    | 110212121   | 9843454823 11/4-12/3  | \$54.53                               |
| <b>VERIZON WIRELESS</b>                |                                 |            |          |             |                       | <b>Total Check Amount: \$54.53</b>    |
| 182890                                 | KELLY WALKER                    | 01/10/2020 | 19627    | 110000000   | S/UP:2020 BRIDAL SHOW | \$750.00                              |
| <b>KELLY WALKER</b>                    |                                 |            |          |             |                       | <b>Total Check Amount: \$750.00</b>   |
| 182891                                 | WESTERN AUDIO VISUAL            | 01/10/2020 | 24433    | 475141471   | SECURITY INST/TESTING | \$4,921.57                            |
| <b>WESTERN AUDIO VISUAL</b>            |                                 |            |          |             |                       | <b>Total Check Amount: \$4,921.57</b> |
| 182892                                 | XEROX CORPORATION               | 01/10/2020 | 3349     | 110141441   | BLACK CPR/PRNTR OCT19 | \$493.54                              |
|  |                                 | 01/10/2020 | 3349     | 110141441   | HI PERF COLOR CPR OCT | \$220.27                              |
|  |                                 | 01/10/2020 | 3349     | 110141441   | HISPEED PRNTR/CPR OCT | \$717.42                              |
|  |                                 | 01/10/2020 | 3349     | 110141441   | PROD CLRCPR/PRNTR OCT | \$1,446.97                            |
|  |                                 | 01/10/2020 | 3349     | 110141441   | UDIRECTS MNT OCT19    | \$113.40                              |
| <b>XEROX CORPORATION</b>               |                                 |            |          |             |                       | <b>Total Check Amount: \$2,991.60</b> |
| <b>Check Subtotal</b>                  |                                 |            |          |             |                       | <b>\$354,168.01</b>                   |
| V40131                                 | ADAMSON POLICE PRODUCTS         | 01/10/2020 | 4023     | 231212141   | M300 MINI SCOUT LIGHT | \$1,014.47                            |
| <b>ADAMSON POLICE PRODUCTS</b>         |                                 |            |          |             |                       | <b>Total Check Amount: \$1,014.47</b> |
| V40132                                 | ADLERHORST INT'L INC            | 01/10/2020 | 2223     | 110212131   | O/S TRNG:JARVIS DEC19 | \$192.50                              |
| <b>ADLERHORST INT'L INC</b>            |                                 |            |          |             |                       | <b>Total Check Amount: \$192.50</b>   |
| V40133                                 | ADMINISTRATIVE & PROF           | 01/10/2020 | 3344     | 110         | DED:4010 APEA MEMBR   | \$528.00                              |
| <b>ADMINISTRATIVE &amp; PROF</b>       |                                 |            |          |             |                       | <b>Total Check Amount: \$528.00</b>   |
| V40134                                 | THE ADVANTAGE GROUP             | 01/10/2020 | 24539    | 110         | DED:808B FSA DEPCAR   | \$2,549.76                            |
|  |                                 | 01/10/2020 | 24539    | 110         | DED:808C FSA UR MED   | \$5,092.61                            |
|  |                                 | 01/10/2020 | 24539    | 110141481   | FLEX ACCT FEES NOV19  | \$369.50                              |
| <b>THE ADVANTAGE GROUP</b>             |                                 |            |          |             |                       | <b>Total Check Amount: \$8,011.87</b> |
| V40135                                 | BPSEA MEMORIAL FOUNDATION       | 01/10/2020 | 14990    | 110         | DED:4050 MEMORIAL     | \$212.50                              |
| <b>BPSEA MEMORIAL FOUNDATION</b>       |                                 |            |          |             |                       | <b>Total Check Amount: \$212.50</b>   |
| V40136                                 | BREA CITY EMPLOYEES ASSOCIATION | 01/10/2020 | 3236     | 110         | DED:4005 BCEA MEMBR   | \$560.00                              |



## City Check Register for: Jan 10, 2020

| Check #                            | Vendor Name                        | Check Date | Vendor # | Budget Unit | Description           | Amount       |
|------------------------------------|------------------------------------|------------|----------|-------------|-----------------------|--------------|
| BREA CITY EMPLOYEES ASSOCIATION    |                                    |            |          |             | Total Check Amount:   | \$560.00     |
| V40137                             | BREA FIREFIGHTERS ASSOCIATION      | 01/10/2020 | 3237     | 110         | DED:4016 ASSOC MEMB   | \$3,076.75   |
| BREA FIREFIGHTERS ASSOCIATION      |                                    |            |          |             | Total Check Amount:   | \$3,076.75   |
| V40138                             | BREA POLICE ASSOCIATION            | 01/10/2020 | 3769     | 110         | DED:4030 BPA REG      | \$3,300.00   |
| BREA POLICE ASSOCIATION            |                                    |            |          |             | Total Check Amount:   | \$3,300.00   |
| V40139                             | BREA POLICE ATHLETIC LEAGUE        | 01/10/2020 | 1068     | 110         | DED:5010 B.P.A.L.     | \$132.50     |
| BREA POLICE ATHLETIC LEAGUE        |                                    |            |          |             | Total Check Amount:   | \$132.50     |
| V40140                             | BREA POLICE MANAGEMENT ASSOCIATION | 01/10/2020 | 21189    | 110         | DED:4019 LDF MEMBRS   | \$13.00      |
|                                    |                                    | 01/10/2020 | 21189    | 110         | DED:4020 PMA MEMBRS   | \$195.00     |
| BREA POLICE MANAGEMENT ASSOCIATION |                                    |            |          |             | Total Check Amount:   | \$208.00     |
| V40141                             | C. WELLS PIPELINE MATERIALS INC    | 01/10/2020 | 13055    | 420515131   | PIPE WRENCH           | \$173.48     |
| C. WELLS PIPELINE MATERIALS INC    |                                    |            |          |             | Total Check Amount:   | \$173.48     |
| V40142                             | CALIFORNIA DOMESTIC WATER CO       | 01/10/2020 | 3388     | 420515131   | WTR CONSUMPTION DEC19 | \$212,276.05 |
| CALIFORNIA DOMESTIC WATER CO       |                                    |            |          |             | Total Check Amount:   | \$212,276.05 |
| V40143                             | CANON FINANCIAL SERVICES, INC.     | 01/10/2020 | 20648    | 110141441   | 001-0549207-006 JAN20 | \$101.29     |
| CANON FINANCIAL SERVICES, INC.     |                                    |            |          |             | Total Check Amount:   | \$101.29     |
| V40144                             | CANON SOLUTIONS AMERICA, INC       | 01/10/2020 | 15260    | 110141441   | 2714 PACIFIC RM AUG19 | \$54.72      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3047 SR CTR AUG19     | \$17.15      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3054 PW AUG19         | \$11.63      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3056 BCC/LOBBY AUG19  | \$50.96      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3110 PD REC 2 AUG19   | \$13.54      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3118 PD REC 1 AUG19   | \$26.31      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3124 PD INV AUG19     | \$6.62       |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 3142 MGMT SVCS AUG19  | \$39.36      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 5154 FIRE DEPT AUG19  | \$23.00      |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 5327 PD P&E AUG19     | \$142.23     |
|                                    |                                    | 01/10/2020 | 15260    | 110141441   | 6569 COMM DEV AUG19   | \$140.33     |
| CANON SOLUTIONS AMERICA, INC       |                                    |            |          |             | Total Check Amount:   | \$525.85     |
| V40145                             | JASON CELMER                       | 01/10/2020 | 11286    | 110212111   | CNCA CONFERENCE       | \$120.00     |
| JASON CELMER                       |                                    |            |          |             | Total Check Amount:   | \$120.00     |
| V40146                             | BRANDON CHUNG                      | 01/10/2020 | 18773    | 460141474   | MILEAGE DEC 2019      | \$89.78      |
| BRANDON CHUNG                      |                                    |            |          |             | Total Check Amount:   | \$89.78      |
| V40147                             | CORE & MAIN LP                     | 01/10/2020 | 27049    | 420515131   | WATER METERS+ENCODERS | \$3,039.26   |
| CORE & MAIN LP                     |                                    |            |          |             | Total Check Amount:   | \$3,039.26   |
| V40148                             | DENNIS GRUBB & ASSOCIATES, LLC.    | 01/10/2020 | 25568    | 110000000   | PLAN CHK SVCS NOV19   | \$1,485.00   |
| DENNIS GRUBB & ASSOCIATES, LLC.    |                                    |            |          |             | Total Check Amount:   | \$1,485.00   |
| V40149                             | CLAMPETT INDUSTRIES LLC DBA EMG    | 01/10/2020 | 26703    | 490515151   | FINAL:FAC COND ASSMNT | \$4,806.00   |
| CLAMPETT INDUSTRIES LLC DBA EMG    |                                    |            |          |             | Total Check Amount:   | \$4,806.00   |

## City Check Register for: Jan 10, 2020

| Check #  | Vendor Name                         | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|--|-------------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V40150   | EQUIPMENT DIRECT INC                | 01/10/2020 | 4522     | 110515121   | RAIN GEAR                  | \$196.86           |
|  |                                     | 01/10/2020 | 4522     | 110515125   | BOMBER JACKETS (3)         | \$127.60           |
|  |                                     | 01/10/2020 | 4522     | 420515131   | CLOTHING                   | \$254.91           |
|  |                                     | 01/10/2020 | 4522     | 420515131   | SAFETY EARMUFF             | \$22.47            |
| <b>EQUIPMENT DIRECT INC</b>                    |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$601.84</b>    |
| V40151   | GIBSON TRANSPORTATION CONSULTING    | 01/10/2020 | 22903    | 110000000   | B.MALL/SEARS REDEV         | \$5,391.25         |
| <b>GIBSON TRANSPORTATION CONSULTING</b>        |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$5,391.25</b>  |
| V40152   | DON GOLDEN                          | 01/10/2020 | 10729    | 110000000   | INSP SVCS 12/12-12/31      | \$11,831.25        |
|  |                                     | 01/10/2020 | 10729    | 110323242   | INSP SVCS 12/12-12/31      | \$431.25           |
| <b>DON GOLDEN</b>                              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$12,262.50</b> |
| V40153   | GRAINGER                            | 01/10/2020 | 13634    | 110212131   | BATTERIES                  | \$177.79           |
|  |                                     | 01/10/2020 | 13634    | 420515131   | PLUMBING SUPPLIES          | \$251.82           |
| <b>GRAINGER</b>                                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$429.61</b>    |
| V40154   | KAREN E GREENO                      | 01/10/2020 | 22361    | 110404145   | CHRISTMAS MUSIC            | \$385.00           |
| <b>KAREN E GREENO</b>                          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$385.00</b>    |
| V40155   | CHRISTOPHER HARVEY                  | 01/10/2020 | 10364    | 110212111   | POST MGMT CRSE MOD B       | \$154.00           |
| <b>CHRISTOPHER HARVEY</b>                      |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$154.00</b>    |
| V40156   | ADAM HAWLEY                         | 01/10/2020 | 5028     | 110212111   | POST COMMND COLL 66-5      | \$194.00           |
| <b>ADAM HAWLEY</b>                             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$194.00</b>    |
| V40157   | HUNTINGTON COURT REPORTS&TRANSCRIP. | 01/10/2020 | 18131    | 110212122   | 39669 DIGITAL DICTATN      | \$264.60           |
| <b>HUNTINGTON COURT REPORTS&amp;TRANSCRIP.</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$264.60</b>    |
| V40158   | JEFFREY HUNZIKER                    | 01/10/2020 | 26172    | 110212111   | CNCA CONFERENCE            | \$120.00           |
| <b>JEFFREY HUNZIKER</b>                        |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$120.00</b>    |
| V40159   | ITRON, INC.                         | 01/10/2020 | 3773     | 420141421   | HARDWRE MNT JAN-MAR20      | \$1,773.82         |
|  |                                     | 01/10/2020 | 3773     | 420141421   | SOFTWARE MNT JAN-MAR20     | \$754.42           |
| <b>ITRON, INC.</b>                             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$2,528.24</b>  |
| V40160   | MICHAEL JAMES                       | 01/10/2020 | 24674    | 950000000   | ILJAOC MJ MLG JUL-DEC      | \$534.76           |
| <b>MICHAEL JAMES</b>                           |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$534.76</b>    |
| V40161   | JAX AUTO                            | 01/10/2020 | 20187    | 480515161   | 1006 SMOG TEST             | \$36.70            |
|  |                                     | 01/10/2020 | 20187    | 480515161   | 26022 SMOG TEST            | \$70.75            |
|  |                                     | 01/10/2020 | 20187    | 480515161   | 28028 SMOG TEST            | \$36.70            |
|  |                                     | 01/10/2020 | 20187    | 490515151   | 1415 SMOG TEST             | \$36.70            |
| <b>JAX AUTO</b>                                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$180.85</b>    |
| V40162   | KELLY PAPER                         | 01/10/2020 | 7039     | 110141441   | PAPER                      | \$475.40           |
| <b>KELLY PAPER</b>                             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$475.40</b>    |
| V40163   | LUCY KRUSE                          | 01/10/2020 | 16529    | 110212111   | TRAINING MILEAGE           | \$5.34             |
| <b>LUCY KRUSE</b>                              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$5.34</b>      |
| V40164   | LIBERTY FLAGS INC.                  | 01/10/2020 | 5457     | 490         | FLAGS                      | (\$124.20)         |

## City Check Register for: Jan 10, 2020

| Check #                               | Vendor Name                    | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|---------------------------------------|--------------------------------|------------|----------|-------------|----------------------------|-------------------|
| V40164                                | LIBERTY FLAGS INC.             | 01/10/2020 | 5457     | 490515151   | FLAGS                      | \$1,726.90        |
| <b>LIBERTY FLAGS INC.</b>             |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$1,602.70</b> |
| V40165                                | MARGARITO MENDEZ               | 01/10/2020 | 26196    | 110212111   | TRAINING EXPENSES          | \$16.00           |
| <b>MARGARITO MENDEZ</b>               |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$16.00</b>    |
| V40166                                | MUNISERVICES, LLC              | 01/10/2020 | 10627    | 110141424   | STARS SVC 2019 QTR 2       | \$800.00          |
| <b>MUNISERVICES, LLC</b>              |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$800.00</b>   |
| V40167                                | ORANGE COUNTY SANITATION DIST. | 01/10/2020 | 14689    | 110         | RES SEWER FEES NOV19       | \$3,424.00        |
|                                       |                                | 01/10/2020 | 14689    | 110000000   | 5% COLL RES SF NOV19       | (\$171.20)        |
| <b>ORANGE COUNTY SANITATION DIST.</b> |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$3,252.80</b> |
| V40168                                | ORANGE COUNTY UNITED WAY       | 01/10/2020 | 3451     | 110         | DED:5005 UNITED WAY        | \$7.31            |
| <b>ORANGE COUNTY UNITED WAY</b>       |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$7.31</b>     |
| V40169                                | PLACEWORKS, INC.               | 01/10/2020 | 26720    | 110323231   | CORE PLAN OCT 2019         | \$6,468.90        |
| <b>PLACEWORKS, INC.</b>               |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$6,468.90</b> |
| V40170                                | READWRITE EDUCATIONAL, INC.    | 01/10/2020 | 3444     | 110404145   | SOUND-START READING        | \$153.00          |
| <b>READWRITE EDUCATIONAL, INC.</b>    |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$153.00</b>   |
| V40171                                | RED HAWK FIRE & SECURITY       | 01/10/2020 | 24636    | 475141471   | S/A HALON INSP 11/25       | \$393.75          |
| <b>RED HAWK FIRE &amp; SECURITY</b>   |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$393.75</b>   |
| V40172                                | RICHARDS, WATSON & GERSHON     | 01/10/2020 | 8978     | 420141421   | 180 ADV COLLACO NOV19      | \$2,186.11        |
| <b>RICHARDS, WATSON &amp; GERSHON</b> |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$2,186.11</b> |
| V40173                                | MACY SANCHEZ                   | 01/10/2020 | 27495    | 110212111   | BASIC CRISIS NEGOTTNS      | \$40.00           |
| <b>MACY SANCHEZ</b>                   |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$40.00</b>    |
| V40174                                | TODD SCHMALTZ                  | 01/10/2020 | 26048    | 110212111   | TRAINING EXPENSES          | \$16.00           |
| <b>TODD SCHMALTZ</b>                  |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$16.00</b>    |
| V40175                                | KATHRYN DE MESA SEBASTIAN      | 01/10/2020 | 29360    | 110515171   | TRAINING EXPENSES          | \$71.17           |
| <b>KATHRYN DE MESA SEBASTIAN</b>      |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$71.17</b>    |
| V40176                                | SHRED-IT USA                   | 01/10/2020 | 7438     | 110111161   | DOC SHRED OCT/NOV19        | \$10.66           |
|                                       |                                | 01/10/2020 | 7438     | 110212122   | PD DOC SHRED OCT/NOV       | \$206.68          |
|                                       |                                | 01/10/2020 | 7438     | 470141483   | DOC SHRED OCT/NOV19        | \$10.66           |
| <b>SHRED-IT USA</b>                   |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$228.00</b>   |
| V40177                                | SMART & FINAL                  | 01/10/2020 | 3269     | 110404217   | COOKING CLUB SUPPLIES      | \$25.74           |
|                                       |                                | 01/10/2020 | 3269     | 110404425   | TINY TOTS FOOD             | \$91.36           |
|                                       |                                | 01/10/2020 | 3269     | 110404429   | ASP CAFE SUPPLIES          | \$120.86          |
|                                       |                                | 01/10/2020 | 3269     | 110404429   | CAFE/DANCE SUPPLIES        | \$153.77          |
| <b>SMART &amp; FINAL</b>              |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$391.73</b>   |
| V40178                                | SPICERS PAPER, INC.            | 01/10/2020 | 18883    | 110141441   | PAPER                      | \$5,777.12        |
| <b>SPICERS PAPER, INC.</b>            |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$5,777.12</b> |
| V40179                                | STEVEN ENTERPRISES, INC.       | 01/10/2020 | 26543    | 110515111   | 3YR PLOTTERSVC AGRMNT      | \$1,076.00        |
| <b>STEVEN ENTERPRISES, INC.</b>       |                                |            |          |             | <b>Total Check Amount:</b> | <b>\$1,076.00</b> |
| V40180                                | STOTZ EQUIPMENT                | 01/10/2020 | 24388    | 480515161   | WATER PUMP                 | \$388.50          |

## City Check Register for: Jan 10, 2020

| Check #                             | Vendor Name                  | Check Date | Vendor # | Budget Unit | Description           | Amount                                 |
|-------------------------------------|------------------------------|------------|----------|-------------|-----------------------|--|
| <b>STOTZ EQUIPMENT</b>              |                              |            |          |             |                       | <b>Total Check Amount: \$388.50</b>    |
| V40181                              | SUPERION, LLC                | 01/10/2020 | 26879    | 110141431   | COGNOS11TRNG 10/20-26 | \$472.50                               |
|                                     |                              | 01/10/2020 | 26879    | 475141471   | ASP BACKUP SVCS DEC19 | \$2,003.72                             |
| <b>SUPERION, LLC</b>                |                              |            |          |             |                       | <b>Total Check Amount: \$2,476.22</b>  |
| V40182                              | TENNIS ANYONE ACADEMY        | 01/10/2020 | 12688    | 110404145   | TENNIS ACADEMY        | \$1,272.50                             |
| <b>TENNIS ANYONE ACADEMY</b>        |                              |            |          |             |                       | <b>Total Check Amount: \$1,272.50</b>  |
| V40183                              | LETICIA TRUJILLO             | 01/10/2020 | 22054    | 110404521   | SR CR ZUMBA SEP-DEC19 | \$330.00                               |
| <b>LETICIA TRUJILLO</b>             |                              |            |          |             |                       | <b>Total Check Amount: \$330.00</b>    |
| V40184                              | TURBO DATA SYSTEMS, INC.     | 01/10/2020 | 1472     | 110212122   | CITATION PROC NOV19   | \$1,125.10                             |
| <b>TURBO DATA SYSTEMS, INC.</b>     |                              |            |          |             |                       | <b>Total Check Amount: \$1,125.10</b>  |
| V40185                              | LINDSAY TURNER               | 01/10/2020 | 26028    | 110212111   | TRAINING MILEAGE      | \$116.00                               |
| <b>LINDSAY TURNER</b>               |                              |            |          |             |                       | <b>Total Check Amount: \$116.00</b>    |
| V40186                              | VALVERDE CONSTRUCTION, INC.  | 01/10/2020 | 14201    | 410515124   | CATCH BASIN REPAIR    | \$4,453.00                             |
| <b>VALVERDE CONSTRUCTION, INC.</b>  |                              |            |          |             |                       | <b>Total Check Amount: \$4,453.00</b>  |
| V40187                              | WESTERN GOLF PROPERTIES, LLC | 01/10/2020 | 29071    | 110515149   | BREA CREEK CGS DEC19  | \$2,144.97                             |
|                                     |                              | 01/10/2020 | 29071    | 110515149   | BREA CREEK MGMT DEC19 | \$51,350.00                            |
| <b>WESTERN GOLF PROPERTIES, LLC</b> |                              |            |          |             |                       | <b>Total Check Amount: \$53,494.97</b> |
| V40188                              | WILLDAN FINANCIAL SERVICES   | 01/10/2020 | 23058    | 875141431   | 1819 SB1029 CDIAC RPT | \$950.00                               |
| <b>WILLDAN FINANCIAL SERVICES</b>   |                              |            |          |             |                       | <b>Total Check Amount: \$950.00</b>    |
| V40189                              | ZOLL MEDICAL CORPORATION     | 01/10/2020 | 23538    | 174222222   | PM SUPPLIES FS2       | \$1,406.13                             |
| <b>ZOLL MEDICAL CORPORATION</b>     |                              |            |          |             |                       | <b>Total Check Amount: \$1,406.13</b>  |
| <b>Voucher Subtotal</b>             |                              |            |          |             |                       | <b>\$351,873.70</b>                    |

**TOTAL \$706,041.71**

## City Check Register for: Jan 17, 2020

| Check #                                    | Vendor Name                         | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|--|-------------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 182893                                     | BC TRAFFIC SPECIALIST               | 01/17/2020 | 17405    | 410515124   | GRAVEL BAGS                | \$1,882.42         |
| <b>BC TRAFFIC SPECIALIST</b>               |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,882.42</b>  |
| 182894                                     | BREA MALL                           | 01/17/2020 | 14558    | 110515121   | RING ROAD MAINT JAN20      | \$10,367.28        |
| <b>BREA MALL</b>                           |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$10,367.28</b> |
| 182895                                     | BREA OLINDA UNIFIED SCHOOL DISTRICT | 01/17/2020 | 1970     | 490515151   | 18/19 MNT/OPS TRUE UP      | \$4,088.42         |
| <b>BREA OLINDA UNIFIED SCHOOL DISTRICT</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$4,088.42</b>  |
| 182896                                     | BUSINESS CARD                       | 01/17/2020 | 18749    | 110         | BSCARD CS II 122319        | (\$120.82)         |
|  |                                     | 01/17/2020 | 18749    | 110141481   | BSCARD HR 122319           | (\$59.00)          |
|  |                                     | 01/17/2020 | 18749    | 110222223   | BSCARD FIRE 122319         | \$58.52            |
|  |                                     | 01/17/2020 | 18749    | 110222231   | BSCARD FIRE 122319         | \$305.00           |
|  |                                     | 01/17/2020 | 18749    | 110404211   | BSCARD CS II 122319        | \$1,972.21         |
|  |                                     | 01/17/2020 | 18749    | 110404215   | BSCARD CS II 122319        | \$129.30           |
|  |                                     | 01/17/2020 | 18749    | 110404311   | BSCARD CS II 122319        | \$312.31           |
|  |                                     | 01/17/2020 | 18749    | 110404429   | BSCARD CS 122319           | \$79.65            |
|  |                                     | 01/17/2020 | 18749    | 420515131   | BSCARD WATER 122319        | \$912.39           |
|  |                                     | 01/17/2020 | 18749    | 950         | ILJAO BSCARD MJ 1219       | \$260.97           |
|  |                                     | 01/17/2020 | 18749    | 950000000   | ILJAO BSCARD MJ 1219       | \$27.67            |
| <b>BUSINESS CARD</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$3,878.20</b>  |
| 182897                                     | CALIFORNIA MUNICIPAL STATISTICS INC | 01/17/2020 | 10631    | 110141431   | 6/30/19 CAFR               | \$500.00           |
| <b>CALIFORNIA MUNICIPAL STATISTICS INC</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$500.00</b>    |
| 182898                                     | CALIFORNIA NEWSPAPER PARTNERSHIP    | 01/17/2020 | 26287    | 110404421   | AD:NUTCRACKER              | \$865.02           |
|  |                                     | 01/17/2020 | 26287    | 110404421   | AD:VETERAN'S DAY           | \$149.60           |
| <b>CALIFORNIA NEWSPAPER PARTNERSHIP</b>    |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,014.62</b>  |
| 182899                                     | CALIFORNIA NEWSPAPER PARTNERSHIP    | 01/17/2020 | 26287    | 110000000   | LEGAL NOTICE AUG 2019      | \$1,063.44         |
|  |                                     | 01/17/2020 | 26287    | 510707944   | LEGAL NOTICE AUG 2019      | \$570.00           |
| <b>CALIFORNIA NEWSPAPER PARTNERSHIP</b>    |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,633.44</b>  |
| 182900                                     | CALIFORNIA STREET LIGHTING          | 01/17/2020 | 28262    | 110515121   | LT POLE INSTALLATION       | \$2,500.00         |
| <b>CALIFORNIA STREET LIGHTING</b>          |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$2,500.00</b>  |
| 182901                                     | CINTAS                              | 01/17/2020 | 24347    | 110404211   | BCC FIRST AID RESTOCK      | \$69.84            |
|  |                                     | 01/17/2020 | 24347    | 110404542   | THTR FIRSTAID RESTOCK      | \$55.04            |
| <b>CINTAS</b>                              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$124.88</b>    |
| 182902                                     | CITY OF BREA - WATER DEPT           | 01/17/2020 | 2039     | 110515149   | WATER 10/7-11/6/2019       | \$5,901.69         |
|  |                                     | 01/17/2020 | 2039     | 341515112   | WATER 10/7-11/6/2019       | \$1,907.89         |
|  |                                     | 01/17/2020 | 2039     | 343515112   | WATER 10/7-11/6/2019       | \$1,480.24         |
|  |                                     | 01/17/2020 | 2039     | 345515112   | WATER 10/7-11/6/2019       | \$1,954.71         |
|  |                                     | 01/17/2020 | 2039     | 346515112   | WATER 10/7-11/6/2019       | \$5,288.10         |
|  |                                     | 01/17/2020 | 2039     | 347515112   | WATER 10/7-11/6/2019       | \$820.72           |

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| Check #                                       | Vendor Name                         | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---|-------------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 182902  | CITY OF BREA - WATER DEPT           | 01/17/2020 | 2039     | 880515113   | WATER 10/7-11/6/2019       | \$30.31            |
| <b>CITY OF BREA - WATER DEPT</b>              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$17,383.66</b> |
| 182903  | CITY OF BREA - WATER DEPT           | 01/17/2020 | 2039     | 110515149   | WATER 11/6-12/5/2019       | \$1,598.44         |
|   |                                     | 01/17/2020 | 2039     | 341515112   | WATER 11/6-12/5/2019       | \$1,237.09         |
|   |                                     | 01/17/2020 | 2039     | 343515112   | WATER 11/6-12/5/2019       | \$1,459.44         |
|   |                                     | 01/17/2020 | 2039     | 345515112   | WATER 11/6-12/5/2019       | \$1,231.91         |
|   |                                     | 01/17/2020 | 2039     | 346515112   | WATER 11/6-12/5/2019       | \$3,088.50         |
|   |                                     | 01/17/2020 | 2039     | 347515112   | WATER 11/6-12/5/2019       | \$467.12           |
|   |                                     | 01/17/2020 | 2039     | 880515113   | WATER 11/6-12/5/2019       | \$25.11            |
| <b>CITY OF BREA - WATER DEPT</b>              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$9,107.61</b>  |
| 182904  | CITY OF BREA - WATER DEPT           | 01/17/2020 | 2039     | 346515112   | WATER 9/6-10/8/2019        | \$1,165.86         |
| <b>CITY OF BREA - WATER DEPT</b>              |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$1,165.86</b>  |
| 182905  | COUNTY OF ORANGE                    | 01/17/2020 | 4799     | 110212131   | ANIMALSHLTR OCT-DEC19      | \$10,636.86        |
| <b>COUNTY OF ORANGE</b>                       |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$10,636.86</b> |
| 182906  | DEPT OF FORESTRY & FIRE PROTECTION  | 01/17/2020 | 24625    | 110222221   | WILDLAND EQUIPMENT         | \$128.00           |
| <b>DEPT OF FORESTRY &amp; FIRE PROTECTION</b> |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$128.00</b>    |
| 182907  | DMS CONSULTANTS CIVIL ENGINEERS INC | 01/17/2020 | 28706    | 510707319   | ALLEY REHAB PROJ 12/3      | \$5,213.00         |
|   |                                     | 01/17/2020 | 28706    | 510707320   | ALLEY REHAB PROJ 12/3      | \$5,213.00         |
|   |                                     | 01/17/2020 | 28706    | 510707321   | ALLEY REHAB PROJ 12/3      | \$5,214.00         |
| <b>DMS CONSULTANTS CIVIL ENGINEERS INC</b>    |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$15,640.00</b> |
| 182908  | SOUTHERN CALIFORNIA EDISON          | 01/17/2020 | 3343     | 110515121   | ELECTRICITY DEC/JAN20      | \$1,915.78         |
|   |                                     | 01/17/2020 | 3343     | 110515125   | ELECTRICITY DEC/JAN20      | \$10.67            |
|   |                                     | 01/17/2020 | 3343     | 110515141   | ELECTRICITY DEC/JAN20      | \$2,011.55         |
|   |                                     | 01/17/2020 | 3343     | 110515143   | ELECTRICITY DEC/JAN20      | \$677.35           |
|   |                                     | 01/17/2020 | 3343     | 110515144   | ELECTRICITY DEC/JAN20      | \$1,083.19         |
|   |                                     | 01/17/2020 | 3343     | 360515145   | ELECTRICITY DEC/JAN20      | \$738.01           |
|   |                                     | 01/17/2020 | 3343     | 420515131   | ELECTRICITY DEC/JAN20      | \$2,278.60         |
|   |                                     | 01/17/2020 | 3343     | 490515151   | ELECTRICITY DEC/JAN20      | \$14,393.58        |
| <b>SOUTHERN CALIFORNIA EDISON</b>             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$23,108.73</b> |
| 182909  | ENCHANTED CHARACTERS                | 01/17/2020 | 28626    | 110         | CHARACTERS 10/31/19        | \$400.00           |
| <b>ENCHANTED CHARACTERS</b>                   |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$400.00</b>    |
| 182910  | FACILITY PROCESS SOLUTIONS          | 01/17/2020 | 28887    | 430515123   | COMPRESSOR PART (SVC)      | \$412.53           |
|   |                                     | 01/17/2020 | 28887    | 430515123   | SWR LFT STN MNT DEC19      | \$4,297.00         |
| <b>FACILITY PROCESS SOLUTIONS</b>             |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$4,709.53</b>  |
| 182911  | FRONTIER COMMUNICATIONS             | 01/17/2020 | 26183    | 475141471   | 5621820146 1216-0115       | \$44.73            |
| <b>FRONTIER COMMUNICATIONS</b>                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$44.73</b>     |
| 182912  | FRONTIER COMMUNICATIONS             | 01/17/2020 | 26183    | 420515131   | 5621821220 1228-0127       | \$188.99           |
| <b>FRONTIER COMMUNICATIONS</b>                |                                     |            |          |             | <b>Total Check Amount:</b> | <b>\$188.99</b>    |



## City Check Register for: Jan 17, 2020

| Check #                                 | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount                                 |
|---|---------------------------------|------------|----------|-------------|-----------------------|--|
| 182913                                  | THE GAS COMPANY                 | 01/17/2020 | 3749     | 420515131   | GAS DEC19/JAN20       | \$15.29                                |
| <b>THE GAS COMPANY</b>                  |                                 |            |          |             |                       | <b>Total Check Amount: \$15.29</b>     |
| 182914                                  | INTELESYSONE, INC.              | 01/17/2020 | 28212    | 475141471   | EMERG PHONE SYSTM RPR | \$14,440.00                            |
| <b>INTELESYSONE, INC.</b>               |                                 |            |          |             |                       | <b>Total Check Amount: \$14,440.00</b> |
| 182915                                  | LAW OFFICES OF JONES & MAYER    | 01/17/2020 | 12144    | 110212111   | LEGAL SVCS:PD OCT19   | \$793.32                               |
| <b>LAW OFFICES OF JONES &amp; MAYER</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$793.32</b>    |
| 182916                                  | LIFE-ASSIST, INC.               | 01/17/2020 | 10530    | 174222222   | PM SUPPLIES FS1       | \$2,625.86                             |
|   |                                 | 01/17/2020 | 10530    | 174222222   | PM SUPPLIES FS3       | \$599.09                               |
| <b>LIFE-ASSIST, INC.</b>                |                                 |            |          |             |                       | <b>Total Check Amount: \$3,224.95</b>  |
| 182917                                  | MY COMMUNITY GUIDE              | 01/17/2020 | 23827    | 110404421   | HALF PAGE MAGAZINE AD | \$250.00                               |
| <b>MY COMMUNITY GUIDE</b>               |                                 |            |          |             |                       | <b>Total Check Amount: \$250.00</b>    |
| 182918                                  | OFFICE DEPOT, INC               | 01/17/2020 | 4743     | 110141411   | OFFICE SUPPLIES       | \$46.84                                |
|   |                                 | 01/17/2020 | 4743     | 110141411   | TONER                 | \$144.27                               |
|   |                                 | 01/17/2020 | 4743     | 110141441   | OFFICE SUPPLIES       | \$31.76                                |
|   |                                 | 01/17/2020 | 4743     | 110212111   | OFFICE SUPPLIES       | \$85.23                                |
|   |                                 | 01/17/2020 | 4743     | 110212111   | TONER                 | \$329.70                               |
|   |                                 | 01/17/2020 | 4743     | 110212111   | TONERS (2)            | \$376.28                               |
|   |                                 | 01/17/2020 | 4743     | 110212111   | TONERS (4)            | \$686.91                               |
|   |                                 | 01/17/2020 | 4743     | 110212122   | OFFICE SUPPLIES       | \$32.99                                |
|   |                                 | 01/17/2020 | 4743     | 110404311   | OFFICE SUPPLIES       | \$287.08                               |
| <b>OFFICE DEPOT, INC</b>                |                                 |            |          |             |                       | <b>Total Check Amount: \$2,021.06</b>  |
| 182919                                  | PLUMBING WHOLESALE OUTLET, INC. | 01/17/2020 | 18392    | 490515151   | BAR SINK FAUCET       | \$274.66                               |
|   |                                 | 01/17/2020 | 18392    | 490515151   | PLUMBING PARTS        | \$239.36                               |
| <b>PLUMBING WHOLESALE OUTLET, INC.</b>  |                                 |            |          |             |                       | <b>Total Check Amount: \$514.02</b>    |
| 182920                                  | PVP COMMUNICATIONS              | 01/17/2020 | 25744    | 110212131   | MOTOR KIT PCB MODULE  | \$335.58                               |
| <b>PVP COMMUNICATIONS</b>               |                                 |            |          |             |                       | <b>Total Check Amount: \$335.58</b>    |
| 182921                                  | RIVERSIDE COUNTY SHERIFF'S DEPT | 01/17/2020 | 10660    | 110212111   | FIREARMS INSTR COURSE | \$312.00                               |
| <b>RIVERSIDE COUNTY SHERIFF'S DEPT</b>  |                                 |            |          |             |                       | <b>Total Check Amount: \$312.00</b>    |
| 182922                                  | ROBERTSON'S                     | 01/17/2020 | 3464     | 420515131   | SLURRY                | \$654.50                               |
| <b>ROBERTSON'S</b>                      |                                 |            |          |             |                       | <b>Total Check Amount: \$654.50</b>    |
| 182923                                  | SADDLEBACK COLLEGE              | 01/17/2020 | 1097     | 174222222   | NRE EXAM FEE 9/27/19  | \$360.00                               |
| <b>SADDLEBACK COLLEGE</b>               |                                 |            |          |             |                       | <b>Total Check Amount: \$360.00</b>    |
| 182924                                  | TES SCHAFF                      | 01/17/2020 | 28326    | 110404542   | 20/21 THTR BROCHURE   | \$812.50                               |
| <b>TES SCHAFF</b>                       |                                 |            |          |             |                       | <b>Total Check Amount: \$812.50</b>    |
| 182925                                  | SOAPTRONIC, LLC                 | 01/17/2020 | 12699    | 110212131   | SOAP - PATROL         | \$336.78                               |
| <b>SOAPTRONIC, LLC</b>                  |                                 |            |          |             |                       | <b>Total Check Amount: \$336.78</b>    |
| 182926                                  | STETSON ENGINEERS INC.          | 01/17/2020 | 21629    | 420515131   | EMERG ACTN PLAN NOV19 | \$2,684.25                             |
| <b>STETSON ENGINEERS INC.</b>           |                                 |            |          |             |                       | <b>Total Check Amount: \$2,684.25</b>  |
| 182927                                  | TARGET SOLUTIONS, INC           | 01/17/2020 | 23187    | 110222221   | TRNG SOFTWARE MNT     | \$1,901.75                             |

## City Check Register for: Jan 17, 2020

| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|--|---------------------------------|------------|----------|-------------|----------------------------|-------------------|
| 182927                                 | TARGET SOLUTIONS, INC           | 01/17/2020 | 23187    | 174222222   | TRNG SOFTWARE MNT          | \$1,901.75        |
| <b>TARGET SOLUTIONS, INC</b>           |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$3,803.50</b> |
| 182928                                 | TIME WARNER CABLE               | 01/17/2020 | 19304    | 110111143   | CABLE CHGS 1/2-2/1         | \$29.48           |
|  |                                 | 01/17/2020 | 19304    | 110111151   | CABLE CHGS 1/2-2/1         | \$58.93           |
|  |                                 | 01/17/2020 | 19304    | 110111161   | CABLE CHGS 1/2-2/1         | \$19.44           |
|  |                                 | 01/17/2020 | 19304    | 110141481   | CABLE CHGS 1/2-2/1         | \$19.44           |
|  |                                 | 01/17/2020 | 19304    | 110212111   | CABLE CHGS 1/2-2/1         | \$371.07          |
|  |                                 | 01/17/2020 | 19304    | 110222211   | CABLE CHGS 1/2-2/1         | \$77.77           |
|  |                                 | 01/17/2020 | 19304    | 110323212   | CABLE CHGS 1/2-2/1         | \$78.37           |
|  |                                 | 01/17/2020 | 19304    | 110404211   | CABLE 1/2-2/1 40955        | \$129.61          |
|  |                                 | 01/17/2020 | 19304    | 110404311   | CABLE CHGS 1/2-2/1         | \$19.44           |
|  |                                 | 01/17/2020 | 19304    | 110404521   | CABLE 1/2-2/1 15759        | \$30.56           |
|  |                                 | 01/17/2020 | 19304    | 420515131   | CABLE 1/2-2/1 20981        | \$138.87          |
|  |                                 | 01/17/2020 | 19304    | 420515131   | CABLE 1/2-2/1 49861        | \$98.91           |
|  |                                 | 01/17/2020 | 19304    | 490515151   | CABLE CHGS 1/2-2/1         | \$19.44           |
| <b>TIME WARNER CABLE</b>               |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$1,091.33</b> |
| 182929                                 | UNITED RENTALS NORTHWEST, INC.  | 01/17/2020 | 7051     | 490515151   | LIGHT TOWER RENTAL         | \$541.42          |
| <b>UNITED RENTALS NORTHWEST, INC.</b>  |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$541.42</b>   |
| 182930                                 | URBAN GRAFFITI ENTERPRISES INC. | 01/17/2020 | 4352     | 110515121   | GRAFFTI REMOVAL DEC19      | \$2,000.00        |
|  |                                 | 01/17/2020 | 4352     | 110515121   | GRAFFTI REMOVAL NOV19      | \$2,000.00        |
| <b>URBAN GRAFFITI ENTERPRISES INC.</b> |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$4,000.00</b> |
| 182932                                 | VERIZON WIRELESS                | 01/17/2020 | 21122    | 110111111   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110111143   | 9844761610 1123-1222       | \$137.72          |
|  |                                 | 01/17/2020 | 21122    | 110111151   | 9844761610 1123-1222       | \$3.74            |
|  |                                 | 01/17/2020 | 21122    | 110111161   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110141411   | 9844761610 1123-1222       | \$30.02           |
|  |                                 | 01/17/2020 | 21122    | 110141424   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110141441   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110141481   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110212121   | 9844761610 1123-1222       | \$3,602.03        |
|  |                                 | 01/17/2020 | 21122    | 110222222   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110222223   | 9844761610 1123-1222       | \$1,663.39        |
|  |                                 | 01/17/2020 | 21122    | 110323212   | 9844761610 1123-1222       | (\$28.63)         |
|  |                                 | 01/17/2020 | 21122    | 110323231   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110323241   | 9844761610 1123-1222       | \$66.10           |
|  |                                 | 01/17/2020 | 21122    | 110323242   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110323243   | 9844761610 1123-1222       | \$53.85           |
|  |                                 | 01/17/2020 | 21122    | 110404311   | 9844761610 1123-1222       | \$562.77          |

## City Check Register for: Jan 17, 2020

| Check #                                     | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|---|----------------------------------|------------|----------|-------------|----------------------------|---------------------|
| 182932                                      | VERIZON WIRELESS                 | 01/17/2020 | 21122    | 110404525   | 9844761610 1123-1222       | \$107.70            |
|   |                                  | 01/17/2020 | 21122    | 110515171   | 9844761610 1123-1222       | \$173.44            |
|   |                                  | 01/17/2020 | 21122    | 174222222   | 9844761610 1123-1222       | \$532.14            |
|   |                                  | 01/17/2020 | 21122    | 410515124   | 9844761610 1123-1222       | \$30.02             |
|   |                                  | 01/17/2020 | 21122    | 420515131   | 9844761610 1123-1222       | \$953.10            |
|   |                                  | 01/17/2020 | 21122    | 430515123   | 9844761610 1123-1222       | \$769.38            |
|   |                                  | 01/17/2020 | 21122    | 460141474   | 9844761610 1123-1222       | \$269.25            |
|   |                                  | 01/17/2020 | 21122    | 475141471   | 9844761610 1123-1222       | \$622.13            |
| <b>VERIZON WIRELESS</b>                     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$9,978.95</b>   |
| 182933                                      | WE-DO EQUIPMENT REPAIR & SUPPLY  | 01/17/2020 | 14756    | 420515131   | CLAY DIGGER                | \$1,138.37          |
| <b>WE-DO EQUIPMENT REPAIR &amp; SUPPLY</b>  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,138.37</b>   |
| 182934                                      | WESTERN AUDIO VISUAL             | 01/17/2020 | 24433    | 110111153   | COMM RM A/B A/V UPGRD      | \$3,291.53          |
| <b>WESTERN AUDIO VISUAL</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$3,291.53</b>   |
| 182935                                      | DR. ROBERT L. WILKINSON          | 01/17/2020 | 19024    | 110141481   | DOT PHYSICALS DEC19        | \$85.00             |
| <b>DR. ROBERT L. WILKINSON</b>              |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$85.00</b>      |
| <b>Check Subtotal</b>                       |                                  |            |          |             |                            | <b>\$159,187.58</b> |
| V40190                                      | ALL CITY MANAGEMENT SERVICES INC | 01/17/2020 | 6604     | 110212132   | CRSNG GRDS 1201-1214       | \$3,732.75          |
| <b>ALL CITY MANAGEMENT SERVICES INC</b>     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$3,732.75</b>   |
| V40191                                      | JUDY ALLEN                       | 01/17/2020 | 20447    | 110404215   | CLASS INSTR BCC DEC19      | \$325.00            |
| <b>JUDY ALLEN</b>                           |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$325.00</b>     |
| V40192                                      | ALLSTAR FIRE EQUIPMENT           | 01/17/2020 | 8353     | 110222221   | HELMET LABELS              | \$164.06            |
| <b>ALLSTAR FIRE EQUIPMENT</b>               |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$164.06</b>     |
| V40193                                      | AVCOGAS PROPANE SALES & SERVICES | 01/17/2020 | 22047    | 480515161   | PROPANE 296.5 GAL          | \$707.23            |
|   |                                  | 01/17/2020 | 22047    | 480515161   | PROPANE 360 GAL            | \$836.30            |
| <b>AVCOGAS PROPANE SALES &amp; SERVICES</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,543.53</b>   |
| V40194                                      | CORRINE BARRIOS GAMINO           | 01/17/2020 | 28084    | 110404215   | YOGA BCC DEC19             | \$120.00            |
| <b>CORRINE BARRIOS GAMINO</b>               |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$120.00</b>     |
| V40195                                      | CHRISTINE BOATNER                | 01/17/2020 | 18460    | 110404215   | BECKMAN ADMIN DEC19        | \$408.00            |
|   |                                  | 01/17/2020 | 18460    | 110404215   | BECKMAN FITNESS DEC19      | \$52.00             |
|   |                                  | 01/17/2020 | 18460    | 110404215   | CLASS INSTR BCC DEC19      | \$300.00            |
| <b>CHRISTINE BOATNER</b>                    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$760.00</b>     |
| V40196                                      | BREA DISPOSAL, INC               | 01/17/2020 | 3330     | 440515122   | REFUSE COLLECTN DEC19      | \$159,843.96        |
| <b>BREA DISPOSAL, INC</b>                   |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$159,843.96</b> |
| V40197                                      | BREA TOWING                      | 01/17/2020 | 16399    | 110212121   | 1911-0483 TOW 11/7         | \$677.50            |
| <b>BREA TOWING</b>                          |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$677.50</b>     |
| V40198                                      | OMAR BRIOSO                      | 01/17/2020 | 15737    | 110212111   | TRAINING MILEAGE           | \$34.34             |
|   |                                  | 01/17/2020 | 15737    | 110212131   | BRISTOL IND FIRE EXP       | \$55.94             |
| <b>OMAR BRIOSO</b>                          |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$90.28</b>      |

## City Check Register for: Jan 17, 2020

| Check #                                    | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount                                |
|--|---------------------------------|------------|----------|-------------|-----------------------|---------------------------------------|
| V40199                                     | RENEE BROWNE                    | 01/17/2020 | 29102    | 110404215   | POUND BECKMAN DEC19   | \$50.00                               |
| <b>RENEE BROWNE</b>                        |                                 |            |          |             |                       | <b>Total Check Amount: \$50.00</b>    |
| V40200                                     | CALIFORNIA HEALTH & SAFETY INC. | 01/17/2020 | 15491    | 110222221   | SCBA EQUIPMENT        | \$1,990.12                            |
| <b>CALIFORNIA HEALTH &amp; SAFETY INC.</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$1,990.12</b> |
| V40201                                     | ARLINDA CANTU                   | 01/17/2020 | 26312    | 110404215   | BECKMAN FITNESS DEC19 | \$50.00                               |
|  |                                 | 01/17/2020 | 26312    | 110404215   | CLASS INSTR BCC DEC19 | \$150.00                              |
|  |                                 | 01/17/2020 | 26312    | 110404215   | PSNL TRAINR BCC DEC19 | \$1,291.60                            |
| <b>ARLINDA CANTU</b>                       |                                 |            |          |             |                       | <b>Total Check Amount: \$1,491.60</b> |
| V40202                                     | SARAH CARBAJAL                  | 01/17/2020 | 28362    | 110404215   | YOGA BECKMAN DEC19    | \$104.00                              |
| <b>SARAH CARBAJAL</b>                      |                                 |            |          |             |                       | <b>Total Check Amount: \$104.00</b>   |
| V40203                                     | ANDREW CATOR                    | 01/17/2020 | 6646     | 460141474   | DEC 2019 MILEAGE      | \$150.80                              |
| <b>ANDREW CATOR</b>                        |                                 |            |          |             |                       | <b>Total Check Amount: \$150.80</b>   |
| V40204                                     | MARIANITA CAUSEY                | 01/17/2020 | 15943    | 110404215   | YOGA BCC DEC19        | \$27.00                               |
| <b>MARIANITA CAUSEY</b>                    |                                 |            |          |             |                       | <b>Total Check Amount: \$27.00</b>    |
| V40205                                     | CDCE INCORPORATED               | 01/17/2020 | 19356    | 475141471   | ROUTER W/ WIFI (3YR)  | \$4,778.04                            |
| <b>CDCE INCORPORATED</b>                   |                                 |            |          |             |                       | <b>Total Check Amount: \$4,778.04</b> |
| V40206                                     | CHANDLER ASSET MANAGEMENT, INC. | 01/17/2020 | 4375     | 110000000   | INV MGMT SVCS DEC19   | \$18.61                               |
|  |                                 | 01/17/2020 | 4375     | 890000000   | INV MGMT SVCS DEC19   | \$47.23                               |
|  |                                 | 01/17/2020 | 4375     | 930000000   | INV MGMT SVCS DEC19   | \$5,270.71                            |
| <b>CHANDLER ASSET MANAGEMENT, INC.</b>     |                                 |            |          |             |                       | <b>Total Check Amount: \$5,336.55</b> |
| V40207                                     | CORELOGIC                       | 01/17/2020 | 25542    | 280323215   | REAL EST LISTNG NOV19 | \$185.00                              |
| <b>CORELOGIC</b>                           |                                 |            |          |             |                       | <b>Total Check Amount: \$185.00</b>   |
| V40208                                     | DAVID CRABTREE                  | 01/17/2020 | 7163     | 110141481   | RETIREMNT PARTY REIMB | \$1,244.11                            |
| <b>DAVID CRABTREE</b>                      |                                 |            |          |             |                       | <b>Total Check Amount: \$1,244.11</b> |
| V40209                                     | JOEL DACANAY                    | 01/17/2020 | 28068    | 110404215   | MSG THERAPIST BCC DEC | \$65.00                               |
| <b>JOEL DACANAY</b>                        |                                 |            |          |             |                       | <b>Total Check Amount: \$65.00</b>    |
| V40210                                     | DENNIS GRUBB & ASSOCIATES, LLC. | 01/17/2020 | 25568    | 110000000   | PLAN CHECK FEES DEC19 | \$330.00                              |
| <b>DENNIS GRUBB &amp; ASSOCIATES, LLC.</b> |                                 |            |          |             |                       | <b>Total Check Amount: \$330.00</b>   |
| V40211                                     | MICHAEL DURALDE                 | 01/17/2020 | 25228    | 110404215   | BREA MOVEMENT DEC19   | \$703.80                              |
|  |                                 | 01/17/2020 | 25228    | 110404215   | FIT U FITNESS DEC19   | \$379.20                              |
|  |                                 | 01/17/2020 | 25228    | 110404215   | PSNL TRAINR BCC DEC19 | \$306.99                              |
|  |                                 | 01/17/2020 | 25228    | 110404215   | SILVR SNKRS BCC DEC19 | \$87.00                               |
| <b>MICHAEL DURALDE</b>                     |                                 |            |          |             |                       | <b>Total Check Amount: \$1,476.99</b> |
| V40212                                     | MYRA DUVALL                     | 01/17/2020 | 18083    | 110404215   | YOGA BCC DEC19        | \$125.00                              |
| <b>MYRA DUVALL</b>                         |                                 |            |          |             |                       | <b>Total Check Amount: \$125.00</b>   |
| V40213                                     | ECONOLITE SYSTEMS, INC.         | 01/17/2020 | 27147    | 110515121   | E/O MNT THRU 11/29/19 | \$7,055.06                            |
|  |                                 | 01/17/2020 | 27147    | 110515121   | MO. SIGNAL PM NOV19   | \$3,025.56                            |
|  |                                 | 01/17/2020 | 27147    | 110515121   | NETWORK EQPT REPAIR   | \$523.25                              |
|  |                                 | 01/17/2020 | 27147    | 510707219   | FIBER CABLE REPAIR    | \$16,738.00                           |

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| Check #                         | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description           | Amount      |
|---------------------------------|---------------------------------|------------|----------|-------------|-----------------------|-------------|
| ECONOLITE SYSTEMS, INC.         |                                 |            |          |             | Total Check Amount:   | \$27,341.87 |
| V40214                          | CLAMPETT INDUSTRIES LLC DBA EMG | 01/17/2020 | 26703    | 510707934   | FINAL:FACILITY ASSMNT | \$1,500.00  |
| CLAMPETT INDUSTRIES LLC DBA EMG |                                 |            |          |             | Total Check Amount:   | \$1,500.00  |
| V40215                          | ENVIROSUPPLY & SERVICE          | 01/17/2020 | 28518    | 110222221   | GAS MONITOR SUPPLIES  | \$479.41    |
| ENVIROSUPPLY & SERVICE          |                                 |            |          |             | Total Check Amount:   | \$479.41    |
| V40216                          | FILARSKY & WATT LLP             | 01/17/2020 | 2043     | 110141481   | PROF LEGAL SVCS DEC19 | \$1,317.50  |
| FILARSKY & WATT LLP             |                                 |            |          |             | Total Check Amount:   | \$1,317.50  |
| V40217                          | FLEMING ENVIRONMENTAL, INC.     | 01/17/2020 | 18487    | 480515161   | FUEL TANK VAPOR TEST  | \$800.00    |
| FLEMING ENVIRONMENTAL, INC.     |                                 |            |          |             | Total Check Amount:   | \$800.00    |
| V40218                          | FUN WITH HORSES                 | 01/17/2020 | 15171    | 110404145   | HOLIDAY CAMP          | \$300.00    |
| FUN WITH HORSES                 |                                 |            |          |             | Total Check Amount:   | \$300.00    |
| V40219                          | GALLS/QUARTERMASTER             | 01/17/2020 | 16493    | 110212111   | CADET UNIFORM         | \$130.70    |
| GALLS/QUARTERMASTER             |                                 |            |          |             | Total Check Amount:   | \$130.70    |
| V40220                          | JESSE GARDUNA                   | 01/17/2020 | 16006    | 110212111   | TRAVEL EXPENSES       | \$135.70    |
| JESSE GARDUNA                   |                                 |            |          |             | Total Check Amount:   | \$135.70    |
| V40221                          | GEORGE HILLS COMPANY            | 01/17/2020 | 27340    | 470141483   | CLAIMS MGMT FEE DEC19 | \$530.42    |
| GEORGE HILLS COMPANY            |                                 |            |          |             | Total Check Amount:   | \$530.42    |
| V40222                          | MELISSA GIFFORD                 | 01/17/2020 | 10645    | 110404215   | CLASS INSTR BCC DEC19 | \$175.00    |
| MELISSA GIFFORD                 |                                 |            |          |             | Total Check Amount:   | \$175.00    |
| V40223                          | GEOFFREY GOBLE                  | 01/17/2020 | 27565    | 110212111   | TRAINING MILEAGE      | \$54.74     |
| GEOFFREY GOBLE                  |                                 |            |          |             | Total Check Amount:   | \$54.74     |
| V40224                          | MARITZA GONZALEZ                | 01/17/2020 | 28459    | 110404215   | ZUMBA BCC DEC19       | \$125.00    |
|                                 |                                 | 01/17/2020 | 28459    | 110404215   | ZUMBA BECKMAN DEC19   | \$52.00     |
| MARITZA GONZALEZ                |                                 |            |          |             | Total Check Amount:   | \$177.00    |
| V40225                          | MONA HERNANDEZ                  | 01/17/2020 | 23114    | 110404215   | MSG THERAPIST BCC DEC | \$996.40    |
| MONA HERNANDEZ                  |                                 |            |          |             | Total Check Amount:   | \$996.40    |
| V40226                          | HITECH SOFTWARE INC             | 01/17/2020 | 19937    | 110515125   | CARCOUNT SYST MNT JAN | \$1,345.00  |
| HITECH SOFTWARE INC             |                                 |            |          |             | Total Check Amount:   | \$1,345.00  |
| V40227                          | JEFFREY HUNZIKER                | 01/17/2020 | 26172    | 110212111   | CANINE HANDLER UPDATE | \$24.00     |
|                                 |                                 | 01/17/2020 | 26172    | 110212111   | TRAINING MILEAGE      | \$2.03      |
| JEFFREY HUNZIKER                |                                 |            |          |             | Total Check Amount:   | \$26.03     |
| V40228                          | PAMELA JOHNSTON                 | 01/17/2020 | 28025    | 110404215   | ZUMBA BCC DEC19       | \$125.00    |
| PAMELA JOHNSTON                 |                                 |            |          |             | Total Check Amount:   | \$125.00    |
| V40229                          | KAREN KIESS                     | 01/17/2020 | 21414    | 110404215   | CLASS INSTR BCC DEC19 | \$200.00    |
| KAREN KIESS                     |                                 |            |          |             | Total Check Amount:   | \$200.00    |
| V40230                          | LA HABRA FENCE CO., INC.        | 01/17/2020 | 3120     | 110212134   | EXTEND CHAINLINK CAGE | \$1,372.00  |
| LA HABRA FENCE CO., INC.        |                                 |            |          |             | Total Check Amount:   | \$1,372.00  |
| V40231                          | DOLLY LAI                       | 01/17/2020 | 18084    | 110404215   | YOGA BCC DEC19        | \$90.00     |
| DOLLY LAI                       |                                 |            |          |             | Total Check Amount:   | \$90.00     |

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| Check #                         | Vendor Name              | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|---------------------------------|--------------------------|------------|----------|-------------|----------------------------|-------------------|
| V40232                          | SCOTT LAI                | 01/17/2020 | 10963    | 460141474   | NOV 2019 MILEAGE           | \$293.02          |
|                                 |                          | 01/17/2020 | 10963    | 460141474   | OCT 2019 MILEAGE           | \$393.41          |
| <b>SCOTT LAI</b>                |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$686.43</b>   |
| V40233                          | RENEE F. LAVACOT         | 01/17/2020 | 6754     | 110404215   | ZUMBA BCC DEC19            | \$250.00          |
| <b>RENEE F. LAVACOT</b>         |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$250.00</b>   |
| V40234                          | PRISCILLA J. LEON        | 01/17/2020 | 29029    | 110404215   | BECKMAN FITNESS DEC19      | \$50.00           |
| <b>PRISCILLA J. LEON</b>        |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$50.00</b>    |
| V40235                          | BERRY LIANG              | 01/17/2020 | 25640    | 110404215   | BECKMAN ADMIN DEC19        | \$442.00          |
|                                 |                          | 01/17/2020 | 25640    | 110404215   | BECKMAN FITNESS DEC19      | \$72.00           |
|                                 |                          | 01/17/2020 | 25640    | 110404215   | CARDIO KICK BCC DEC19      | \$69.00           |
|                                 |                          | 01/17/2020 | 25640    | 110404215   | PSNL TRAINR BCC DEC19      | \$503.91          |
| <b>BERRY LIANG</b>              |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$1,086.91</b> |
| V40236                          | LINEGEAR                 | 01/17/2020 | 23894    | 110222221   | WILDLAND COATS             | \$2,713.68        |
| <b>LINEGEAR</b>                 |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$2,713.68</b> |
| V40237                          | TANYA LOSCUTOFF          | 01/17/2020 | 22092    | 110404215   | CLASS INSTR BCC DEC19      | \$182.00          |
|                                 |                          | 01/17/2020 | 22092    | 110404215   | POWER TRNG CLUB DEC19      | \$396.00          |
|                                 |                          | 01/17/2020 | 22092    | 110404215   | PSNL TRAINR BCC DEC19      | \$910.52          |
| <b>TANYA LOSCUTOFF</b>          |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$1,488.52</b> |
| V40238                          | KRIS MARUMOTO            | 01/17/2020 | 17803    | 110404215   | YOGA BCC DEC19             | \$275.00          |
|                                 |                          | 01/17/2020 | 17803    | 110404215   | YOGA BECKMAN DEC19         | \$50.00           |
| <b>KRIS MARUMOTO</b>            |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$325.00</b>   |
| V40239                          | ANDREA MCGRANAHAN        | 01/17/2020 | 26046    | 110404215   | BECKMAN FITNESS DEC19      | \$52.00           |
|                                 |                          | 01/17/2020 | 26046    | 110404215   | CLASS INSTR BCC DEC19      | \$675.00          |
|                                 |                          | 01/17/2020 | 26046    | 110404215   | PSNL TRAINR BCC DEC19      | \$271.79          |
| <b>ANDREA MCGRANAHAN</b>        |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$998.79</b>   |
| V40240                          | MARGARITO MENDEZ         | 01/17/2020 | 26196    | 110212111   | FIREARMS INST COURSE       | \$40.00           |
| <b>MARGARITO MENDEZ</b>         |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$40.00</b>    |
| V40241                          | ANDREW MILLER            | 01/17/2020 | 14522    | 460141474   | DEC 2019 MILEAGE           | \$314.93          |
| <b>ANDREW MILLER</b>            |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$314.93</b>   |
| V40242                          | JENNIFER MONZON-SCROFINI | 01/17/2020 | 20158    | 110404215   | GET PUMPED BCC DEC19       | \$52.00           |
| <b>JENNIFER MONZON-SCROFINI</b> |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$52.00</b>    |
| V40243                          | NATASHA MOORE            | 01/17/2020 | 10711    | 110404215   | BODY PUMP BCC DEC19        | \$75.00           |
| <b>NATASHA MOORE</b>            |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$75.00</b>    |
| V40244                          | MSL ELECTRIC INC.        | 01/17/2020 | 15993    | 110515121   | CRANE SVC:ST LT INST       | \$706.00          |
| <b>MSL ELECTRIC INC.</b>        |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$706.00</b>   |
| V40245                          | ADRIANA MUÑOZ            | 01/17/2020 | 27997    | 110404215   | ZUMBA BCC DEC19            | \$25.00           |
| <b>ADRIANA MUÑOZ</b>            |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$25.00</b>    |
| V40246                          | MYERS AND SONS           | 01/17/2020 | 21624    | 110515121   | TRAFFIC CONTROL SIGNS      | \$339.84          |
|                                 |                          | 01/17/2020 | 21624    | 510707702   | ROAD SIGN MATERIALS        | \$339.84          |



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| Check #                       | Vendor Name                   | Check Date | Vendor # | Budget Unit | Description           | Amount      |
|-------------------------------|-------------------------------|------------|----------|-------------|-----------------------|-------------|
| V40246                        | MYERS AND SONS                | 01/17/2020 | 21624    | 510707702   | SPECIAL EVENT SIGNS   | \$698.22    |
| MYERS AND SONS                |                               |            |          |             | Total Check Amount:   | \$1,377.90  |
| V40247                        | ANTHONY NGUYEN                | 01/17/2020 | 25978    | 110212111   | LEICASCAN STN/SW TRNG | \$24.00     |
| ANTHONY NGUYEN                |                               |            |          |             | Total Check Amount:   | \$24.00     |
| V40248                        | PACIFIC TELEMAGEMENT SERVICES | 01/17/2020 | 19696    | 475141471   | 7147920398 JAN 2020   | \$75.00     |
| PACIFIC TELEMAGEMENT SERVICES |                               |            |          |             | Total Check Amount:   | \$75.00     |
| V40249                        | PIERRE PASA                   | 01/17/2020 | 11096    | 110404215   | CARDIO KICK BCC DEC19 | \$155.00    |
| PIERRE PASA                   |                               |            |          |             | Total Check Amount:   | \$155.00    |
| V40250                        | HERMAN PERDOMO JR,            | 01/17/2020 | 20265    | 110404215   | BODY PUMP BCC DEC19   | \$100.00    |
| HERMAN PERDOMO JR,            |                               |            |          |             | Total Check Amount:   | \$100.00    |
| V40251                        | IRACEMA PERDOMO               | 01/17/2020 | 14135    | 110404215   | BPUMP/CYCLE BCC DEC19 | \$150.00    |
| IRACEMA PERDOMO               |                               |            |          |             | Total Check Amount:   | \$150.00    |
| V40252                        | BRIANA PERLSON                | 01/17/2020 | 28024    | 110404215   | YOGA BCC DEC19        | \$23.00     |
| BRIANA PERLSON                |                               |            |          |             | Total Check Amount:   | \$23.00     |
| V40253                        | PLACEWORKS, INC.              | 01/17/2020 | 26720    | 110000000   | BREA MALL CEQA NOV19  | \$35,047.54 |
|                               |                               | 01/17/2020 | 26720    | 110000000   | BREA PLZ APTS EIR AUG | \$285.90    |
|                               |                               | 01/17/2020 | 26720    | 110000000   | BREA PLZ APTS EIR JUL | \$884.87    |
| PLACEWORKS, INC.              |                               |            |          |             | Total Check Amount:   | \$36,218.31 |
| V40254                        | PLUMBERS DEPOT INC.           | 01/17/2020 | 14542    | 430515123   | CCTV CAMERA CONNECTOR | \$196.69    |
|                               |                               | 01/17/2020 | 14542    | 430515123   | CCTV TRUCK CAMERA     | \$1,575.06  |
|                               |                               | 01/17/2020 | 14542    | 430515123   | VACTOR TRK HOSE PARTS | \$439.57    |
| PLUMBERS DEPOT INC.           |                               |            |          |             | Total Check Amount:   | \$2,211.32  |
| V40255                        | DAVID PRICE                   | 01/17/2020 | 29120    | 174222222   | PARAMEDIC ACCRED CERT | \$73.00     |
| DAVID PRICE                   |                               |            |          |             | Total Check Amount:   | \$73.00     |
| V40256                        | KAYLA RABJOHNS                | 01/17/2020 | 28472    | 110404215   | CLASS INSTR BCC DEC19 | \$138.00    |
| KAYLA RABJOHNS                |                               |            |          |             | Total Check Amount:   | \$138.00    |
| V40257                        | JOSHUA SAZDANOFF              | 01/17/2020 | 21272    | 110404215   | PSNL TRAINR BCC DEC19 | \$55.00     |
| JOSHUA SAZDANOFF              |                               |            |          |             | Total Check Amount:   | \$55.00     |
| V40258                        | SC FUELS                      | 01/17/2020 | 16654    | 480515161   | CLR DIESEL 1600.1 GAL | \$4,276.18  |
|                               |                               | 01/17/2020 | 16654    | 480515161   | REG ETH 4011.5 GAL    | \$12,058.24 |
| SC FUELS                      |                               |            |          |             | Total Check Amount:   | \$16,334.42 |
| V40259                        | LAURENE SCHULZE               | 01/17/2020 | 18034    | 110404215   | YOGA BCC DEC19        | \$46.00     |
| LAURENE SCHULZE               |                               |            |          |             | Total Check Amount:   | \$46.00     |
| V40260                        | KATHRYN DE MESA SEBASTIAN     | 01/17/2020 | 29360    | 110515171   | PHONE CASE/PROTECTOR  | \$17.22     |
| KATHRYN DE MESA SEBASTIAN     |                               |            |          |             | Total Check Amount:   | \$17.22     |
| V40261                        | ISMAEL O SILVA                | 01/17/2020 | 24370    | 110404215   | ZUMBA BCC DEC19       | \$240.00    |
| ISMAEL O SILVA                |                               |            |          |             | Total Check Amount:   | \$240.00    |
| V40262                        | SPECTRUM GAS PRODUCTS, INC.   | 01/17/2020 | 16060    | 174222222   | OXYGEN                | \$81.50     |
| SPECTRUM GAS PRODUCTS, INC.   |                               |            |          |             | Total Check Amount:   | \$81.50     |

## City Check Register for: Jan 17, 2020

| Check #                                | Vendor Name                     | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|--|---------------------------------|------------|----------|-------------|----------------------------|--------------------|
| V40263                                 | STATE INDUSTRIAL PRODUCTS       | 01/17/2020 | 8572     | 110222223   | DETERGENT:FIRE STNS        | \$432.21           |
| <b>STATE INDUSTRIAL PRODUCTS</b>       |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$432.21</b>    |
| V40264                                 | SUPERCO SPECIALTY PRODUCTS      | 01/17/2020 | 16084    | 430         | SEWER LID PULLER           | (\$30.62)          |
|  |                                 | 01/17/2020 | 16084    | 430515123   | SEWER LID PULLER           | \$425.73           |
| <b>SUPERCO SPECIALTY PRODUCTS</b>      |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$395.11</b>    |
| V40265                                 | SWAGIT PRODUCTIONS LLC          | 01/17/2020 | 24078    | 475141471   | AGENDA QUICK 1920 LIC      | \$5,800.00         |
|  |                                 | 01/17/2020 | 24078    | 475141471   | VIDEO STREAMING 19/20      | \$11,400.00        |
| <b>SWAGIT PRODUCTIONS LLC</b>          |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$17,200.00</b> |
| V40266                                 | TRANS UNION LLC                 | 01/17/2020 | 8371     | 110141481   | HR SVCS 11/26-12/25        | \$28.06            |
| <b>TRANS UNION LLC</b>                 |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$28.06</b>     |
| V40267                                 | TRENCH SHORING COMPANY          | 01/17/2020 | 16935    | 420515131   | 4-WK PLATE RENTAL          | \$408.00           |
| <b>TRENCH SHORING COMPANY</b>          |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$408.00</b>    |
| V40268                                 | TROPICAL PLAZA NURSERY, INC     | 01/17/2020 | 2062     | 110515143   | CITY LANDSCAPES DEC19      | \$12,732.76        |
|  |                                 | 01/17/2020 | 2062     | 110515148   | TRACKS LNDSCAPE DEC19      | \$5,419.22         |
|  |                                 | 01/17/2020 | 2062     | 341515112   | MD#1 LANDSCAPE DEC19       | \$1,190.24         |
|  |                                 | 01/17/2020 | 2062     | 343515112   | MD#3 LANDSCAPE DEC19       | \$2,019.51         |
|  |                                 | 01/17/2020 | 2062     | 345515112   | MD#5 LANDSCAPE DEC19       | \$2,424.84         |
|  |                                 | 01/17/2020 | 2062     | 346515112   | MD#6 LANDSCAPE DEC19       | \$5,340.55         |
|  |                                 | 01/17/2020 | 2062     | 347515112   | MD#7 LANDSCAPE DEC19       | \$1,068.48         |
|  |                                 | 01/17/2020 | 2062     | 361515148   | CITY MEDIANS DEC19         | \$203.91           |
|  |                                 | 01/17/2020 | 2062     | 420515131   | CITY RESERVOIRS DEC19      | \$1,380.43         |
|  |                                 | 01/17/2020 | 2062     | 880515113   | GATEWAY CTR MNT DEC19      | \$1,228.75         |
| <b>TROPICAL PLAZA NURSERY, INC</b>     |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$33,008.69</b> |
| V40269                                 | LETICIA TRUJILLO                | 01/17/2020 | 22054    | 110404215   | SILVR SNKRS BCC DEC19      | \$24.00            |
| <b>LETICIA TRUJILLO</b>                |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$24.00</b>     |
| V40270                                 | TURBO DATA SYSTEMS, INC.        | 01/17/2020 | 1472     | 110212132   | HH LEASE TPM DEC 2019      | \$193.95           |
| <b>TURBO DATA SYSTEMS, INC.</b>        |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$193.95</b>    |
| V40271                                 | EDEN TURNER                     | 01/17/2020 | 21951    | 110404215   | CLASS INSTR BCC DEC19      | \$250.00           |
| <b>EDEN TURNER</b>                     |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$250.00</b>    |
| V40272                                 | UNDERGROUND SERVICE ALERT/SC    | 01/17/2020 | 4537     | 420515131   | DSB FEE NOV 2019           | \$81.06            |
|  |                                 | 01/17/2020 | 4537     | 420515131   | UNDRGRND TCKTS NOV19       | \$109.00           |
| <b>UNDERGROUND SERVICE ALERT/SC</b>    |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$190.06</b>    |
| V40273                                 | UNITED ROTARY BRUSH CORPORATION | 01/17/2020 | 16649    | 480515161   | SWEEPER BROOMS (2)         | \$247.48           |
| <b>UNITED ROTARY BRUSH CORPORATION</b> |                                 |            |          |             | <b>Total Check Amount:</b> | <b>\$247.48</b>    |
| V40274                                 | US BANK XX0338 CITY MGR         | 01/17/2020 | 24704    | 110         | CALCARDS CMG 122319        | \$15.59            |
|  |                                 | 01/17/2020 | 24704    | 110111111   | CALCARDS CMG 122319        | \$2,337.44         |
|  |                                 | 01/17/2020 | 24704    | 110111143   | CALCARDS CMG 122319        | \$2,155.42         |
|  |                                 | 01/17/2020 | 24704    | 110141481   | CALCARDS CMG 122319        | \$506.60           |

## City Check Register for: Jan 17, 2020

| Check #                        | Vendor Name             | Check Date | Vendor # | Budget Unit | Description                | Amount            |
|--------------------------------|-------------------------|------------|----------|-------------|----------------------------|-------------------|
| V40274                         | US BANK XX0338 CITY MGR | 01/17/2020 | 24704    | 480515161   | CALCARDS CMG 122319        | \$108.28          |
| <b>US BANK XX0338 CITY MGR</b> |                         |            |          |             | <b>Total Check Amount:</b> | <b>\$5,123.33</b> |
| V40275                         | US BANK XX0312 HR       | 01/17/2020 | 24776    | 110141431   | CALCARDS HR 122319         | \$37.99           |
|                                |                         | 01/17/2020 | 24776    | 110141481   | CALCARDS HR 122319         | \$3,916.60        |
|                                |                         | 01/17/2020 | 24776    | 470141483   | CALCARDS HR 122319         | \$122.50          |
| <b>US BANK XX0312 HR</b>       |                         |            |          |             | <b>Total Check Amount:</b> | <b>\$4,077.09</b> |
| V40277                         | US BANK XX0593 COMM SVC | 01/17/2020 | 24777    | 110         | CALCARD-EC/CP-122319       | (\$3.92)          |
|                                |                         | 01/17/2020 | 24777    | 110141481   | CALCARD-CP-122319          | \$82.42           |
|                                |                         | 01/17/2020 | 24777    | 110404154   | CALCARD-MM-122319          | \$32.29           |
|                                |                         | 01/17/2020 | 24777    | 110404211   | CALCARD-AC-122319          | \$419.21          |
|                                |                         | 01/17/2020 | 24777    | 110404211   | CALCARD-NA-122319          | \$19.37           |
|                                |                         | 01/17/2020 | 24777    | 110404211   | CALCARD-RH-122319          | \$32.26           |
|                                |                         | 01/17/2020 | 24777    | 110404211   | CALCARD-TN-122319          | \$62.73           |
|                                |                         | 01/17/2020 | 24777    | 110404215   | CALCARD-AC-122319          | \$69.90           |
|                                |                         | 01/17/2020 | 24777    | 110404215   | CALCARD-CC-122319          | \$500.40          |
|                                |                         | 01/17/2020 | 24777    | 110404215   | CALCARD-DA-122319          | \$25.05           |
|                                |                         | 01/17/2020 | 24777    | 110404215   | CALCARD-JS-122319          | \$303.95          |
|                                |                         | 01/17/2020 | 24777    | 110404217   | CALCARD-MM-122319          | \$66.92           |
|                                |                         | 01/17/2020 | 24777    | 110404217   | CALCARD-VU-122319          | \$12.99           |
|                                |                         | 01/17/2020 | 24777    | 110404311   | CALCARD-EC-122319          | \$67.34           |
|                                |                         | 01/17/2020 | 24777    | 110404311   | CALCARD-JM-122319          | \$14.00           |
|                                |                         | 01/17/2020 | 24777    | 110404311   | CALCARD-LT-122319          | \$12.00           |
|                                |                         | 01/17/2020 | 24777    | 110404311   | CALCARD-SM-122319          | \$29.99           |
|                                |                         | 01/17/2020 | 24777    | 110404421   | CALCARD-KS-122319          | \$74.45           |
|                                |                         | 01/17/2020 | 24777    | 110404421   | CALCARD-SM-122319          | \$172.27          |
|                                |                         | 01/17/2020 | 24777    | 110404424   | CALCARD-BH-122319          | \$44.59           |
|                                |                         | 01/17/2020 | 24777    | 110404425   | CALCARD-SS-122319          | \$75.17           |
|                                |                         | 01/17/2020 | 24777    | 110404429   | CALCARD-VU-122319          | \$604.89          |
|                                |                         | 01/17/2020 | 24777    | 110404521   | CALCARD-ER-122319          | \$42.00           |
|                                |                         | 01/17/2020 | 24777    | 110404521   | CALCARD-FL-122319          | \$952.60          |
|                                |                         | 01/17/2020 | 24777    | 110404521   | CALCARD-NG-122319          | \$150.71          |
|                                |                         | 01/17/2020 | 24777    | 110404521   | CALCARD-TT-122319          | \$59.99           |
|                                |                         | 01/17/2020 | 24777    | 110404523   | CALCARD-CP-122319          | \$260.15          |
|                                |                         | 01/17/2020 | 24777    | 110404541   | CALCARD-AF-122319          | \$19.00           |
|                                |                         | 01/17/2020 | 24777    | 110404541   | CALCARD-EC-122319          | (\$36.96)         |
|                                |                         | 01/17/2020 | 24777    | 110404541   | CALCARD-HB-122319          | \$191.72          |
|                                |                         | 01/17/2020 | 24777    | 110404542   | CALCARD-EF-122319          | \$314.32          |
|                                |                         | 01/17/2020 | 24777    | 110404542   | CALCARD-HG-122319          | \$195.51          |

## City Check Register for: Jan 17, 2020

| Check #                    | Vendor Name                | Check Date | Vendor # | Budget Unit | Description          | Amount     |
|----------------------------|----------------------------|------------|----------|-------------|----------------------|------------|
| V40277                     | US BANK XX0593 COMM SVC    | 01/17/2020 | 24777    | 110404542   | CALCARD-KK-122319    | \$343.32   |
|                            |                            | 01/17/2020 | 24777    | 110404542   | CALCARD-NY-122319    | \$141.21   |
|                            |                            | 01/17/2020 | 24777    | 475141471   | CALCARD-JC-122319    | \$46.05    |
| US BANK XX0593 COMM SVC    |                            |            |          |             | Total Check Amount:  | \$5,397.89 |
| V40278                     | US BANK XX0502 COMM & MKTG | 01/17/2020 | 24778    | 110111151   | CALCARDS CMKT 122319 | \$36.75    |
|                            |                            | 01/17/2020 | 24778    | 110111152   | CALCARDS CMKT 122319 | \$837.19   |
|                            |                            | 01/17/2020 | 24778    | 110141481   | CALCARDS CMKT 122319 | \$400.22   |
|                            |                            | 01/17/2020 | 24778    | 110323214   | CALCARDS CMKT 122319 | \$8.91     |
|                            |                            | 01/17/2020 | 24778    | 110323231   | CALCARDS CMKT 122319 | \$100.00   |
| US BANK XX0502 COMM & MKTG |                            |            |          |             | Total Check Amount:  | \$1,383.07 |
| V40279                     | US BANK XX0353 COMM DEV    | 01/17/2020 | 24779    | 110         | CALCARD CD 122319    | \$1,225.68 |
|                            |                            | 01/17/2020 | 24779    | 110000000   | CALCARD CD 122319    | \$350.48   |
|                            |                            | 01/17/2020 | 24779    | 110111143   | CALCARD CD 122319    | \$120.63   |
|                            |                            | 01/17/2020 | 24779    | 110323212   | CALCARD CD 122319    | \$430.79   |
|                            |                            | 01/17/2020 | 24779    | 110323214   | CALCARD CD 122319    | \$455.38   |
|                            |                            | 01/17/2020 | 24779    | 110323231   | CALCARD CD 122319    | \$193.43   |
|                            |                            | 01/17/2020 | 24779    | 110323241   | CALCARD CD 122319    | \$143.01   |
|                            |                            | 01/17/2020 | 24779    | 110323242   | CALCARD CD 122319    | \$149.72   |
| US BANK XX0353 COMM DEV    |                            |            |          |             | Total Check Amount:  | \$3,069.12 |
| V40280                     | US BANK XX0270 ADMIN SVCS  | 01/17/2020 | 24781    | 110         | CALCARDS FIN 122319  | \$580.98   |
|                            |                            | 01/17/2020 | 24781    | 110111161   | CALCARDS CCLK 122319 | \$1,138.81 |
|                            |                            | 01/17/2020 | 24781    | 110141411   | CALCARDS FIN 122319  | \$21.12    |
|                            |                            | 01/17/2020 | 24781    | 110141431   | CALCARDS FIN 122319  | \$81.27    |
|                            |                            | 01/17/2020 | 24781    | 110141441   | CALCARDS FIN 122319  | \$1,399.67 |
|                            |                            | 01/17/2020 | 24781    | 110141481   | CALCARDS FIN 122319  | \$42.33    |
|                            |                            | 01/17/2020 | 24781    | 110323241   | CALCARDS FIN 122319  | \$25.00    |
|                            |                            | 01/17/2020 | 24781    | 110515125   | CALCARDS FIN 122319  | \$1,423.41 |
|                            |                            | 01/17/2020 | 24781    | 420         | CALCARDS FIN 122319  | \$285.00   |
|                            |                            | 01/17/2020 | 24781    | 420141421   | CALCARDS FIN 122319  | \$36.25    |
|                            |                            | 01/17/2020 | 24781    | 490515151   | CALCARDS FIN 122319  | \$3,297.33 |
| US BANK XX0270 ADMIN SVCS  |                            |            |          |             | Total Check Amount:  | \$8,331.17 |
| V40281                     | US BANK XX0650 FIRE        | 01/17/2020 | 24782    | 110222211   | CALCARDS FIRE 122319 | \$1,926.24 |
|                            |                            | 01/17/2020 | 24782    | 110222213   | CALCARDS FIRE 122319 | \$107.80   |
|                            |                            | 01/17/2020 | 24782    | 110222221   | CALCARDS FIRE 122319 | \$769.38   |
|                            |                            | 01/17/2020 | 24782    | 110222223   | CALCARDS FIRE 122319 | \$471.42   |
|                            |                            | 01/17/2020 | 24782    | 110222231   | CALCARDS FIRE 122319 | \$153.01   |
|                            |                            | 01/17/2020 | 24782    | 174222222   | CALCARDS FIRE 122319 | \$3,262.40 |
|                            |                            | 01/17/2020 | 24782    | 480515161   | CALCARDS FIRE 122319 | \$113.42   |

## City Check Register for: Jan 17, 2020

| Check #                      | Vendor Name              | Check Date | Vendor # | Budget Unit | Description         | Amount                                 |
|------------------------------|--------------------------|------------|----------|-------------|---------------------|--|
| <b>US BANK XX0650 FIRE</b>   |                          |            |          |             |                     | <b>Total Check Amount: \$6,803.67</b>  |
| V40282                       | US BANK XX0346 IT        | 01/17/2020 | 24783    | 110         | CALCARDS IT 122319  | \$23.18                                |
|                              |                          | 01/17/2020 | 24783    | 110404154   | CALCARDS IT 122319  | \$38.82                                |
|                              |                          | 01/17/2020 | 24783    | 110515125   | CALCARDS IT 122319  | \$286.11                               |
|                              |                          | 01/17/2020 | 24783    | 280323215   | CALCARDS IT 122319  | \$14.95                                |
|                              |                          | 01/17/2020 | 24783    | 460141474   | CALCARDS IT 122319  | \$221.12                               |
|                              |                          | 01/17/2020 | 24783    | 475141471   | CALCARDS IT 122319  | \$2,951.78                             |
| <b>US BANK XX0346 IT</b>     |                          |            |          |             |                     | <b>Total Check Amount: \$3,535.96</b>  |
| V40285                       | US BANK XX0221 PW        | 01/17/2020 | 24784    | 110404421   | CALCARDS PW 122319  | \$36.64                                |
|                              |                          | 01/17/2020 | 24784    | 110515111   | CALCARDS PW 122319  | \$165.09                               |
|                              |                          | 01/17/2020 | 24784    | 110515121   | CALCARDS PW 122319  | \$459.55                               |
|                              |                          | 01/17/2020 | 24784    | 110515125   | CALCARDS PW 122319  | \$325.42                               |
|                              |                          | 01/17/2020 | 24784    | 110515141   | CALCARDS PW 122319  | \$670.91                               |
|                              |                          | 01/17/2020 | 24784    | 110515143   | CALCARDS PW 122319  | \$470.75                               |
|                              |                          | 01/17/2020 | 24784    | 110515144   | CALCARDS PW 122319  | \$426.93                               |
|                              |                          | 01/17/2020 | 24784    | 110515148   | CALCARDS PW 122319  | \$8.58                                 |
|                              |                          | 01/17/2020 | 24784    | 360515145   | CALCARDS PW 122319  | \$186.05                               |
|                              |                          | 01/17/2020 | 24784    | 420515131   | CALCARDS PW 122319  | \$493.28                               |
|                              |                          | 01/17/2020 | 24784    | 430         | CALCARDS PW 122319  | (\$1.59)                               |
|                              |                          | 01/17/2020 | 24784    | 430515123   | CALCARDS PW 122319  | \$185.61                               |
|                              |                          | 01/17/2020 | 24784    | 440515126   | CALCARDS PW 122319  | \$10.76                                |
|                              |                          | 01/17/2020 | 24784    | 480515161   | CALCARDS PW 122319  | \$7,860.13                             |
|                              |                          | 01/17/2020 | 24784    | 490515151   | CALCARDS PW 122319  | \$1,505.48                             |
| <b>US BANK XX0221 PW</b>     |                          |            |          |             |                     | <b>Total Check Amount: \$12,803.59</b> |
| V40286                       | US BANK XX0544 POLICE    | 01/17/2020 | 24785    | 110         | CAL CARDS PD 122319 | (\$71.69)                              |
|                              |                          | 01/17/2020 | 24785    | 110212111   | CAL CARDS PD 122319 | \$5,313.76                             |
|                              |                          | 01/17/2020 | 24785    | 110212121   | CAL CARDS PD 122319 | \$633.33                               |
|                              |                          | 01/17/2020 | 24785    | 110212122   | CAL CARDS PD 122319 | \$75.00                                |
|                              |                          | 01/17/2020 | 24785    | 110212131   | CAL CARDS PD 122319 | \$2,103.41                             |
|                              |                          | 01/17/2020 | 24785    | 110212132   | CAL CARDS PD 122319 | \$344.64                               |
|                              |                          | 01/17/2020 | 24785    | 110212133   | CAL CARDS PD 122319 | \$18.70                                |
|                              |                          | 01/17/2020 | 24785    | 110212134   | CAL CARDS PD 122319 | \$794.29                               |
|                              |                          | 01/17/2020 | 24785    | 480515161   | CAL CARDS PD 122319 | \$811.00                               |
| <b>US BANK XX0544 POLICE</b> |                          |            |          |             |                     | <b>Total Check Amount: \$10,022.44</b> |
| V40287                       | US BANK XX3401 PW- ADMIN | 01/17/2020 | 24786    | 110141471   | CALCARDS PWA 122319 | \$122.53                               |
|                              |                          | 01/17/2020 | 24786    | 110212111   | CALCARDS PWA 122319 | \$122.54                               |
|                              |                          | 01/17/2020 | 24786    | 110323211   | CALCARDS PWA 122319 | \$122.53                               |
|                              |                          | 01/17/2020 | 24786    | 110515111   | CALCARDS PWA 122319 | \$393.51                               |

## City Check Register for: Jan 17, 2020

| Check #                         | Vendor Name              | Check Date | Vendor # | Budget Unit | Description                | Amount              |
|---------------------------------|--------------------------|------------|----------|-------------|----------------------------|---------------------|
| V40287                          | US BANK XX3401 PW- ADMIN | 01/17/2020 | 24786    | 110515171   | CALCARDS PWA 122319        | \$507.97            |
| <b>US BANK XX3401 PW- ADMIN</b> |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$1,269.08</b>   |
| V40288                          | LINDA WATSON             | 01/17/2020 | 11871    | 110404215   | YOGA BCC DEC19             | \$180.00            |
| <b>LINDA WATSON</b>             |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$180.00</b>     |
| V40289                          | KAREN WELCH              | 01/17/2020 | 27434    | 110404215   | PILATES BCC DEC19          | \$120.00            |
| <b>KAREN WELCH</b>              |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$120.00</b>     |
| V40290                          | MATTHEW WENDLING         | 01/17/2020 | 27564    | 110212111   | TRAINING MILEAGE           | \$31.32             |
| <b>MATTHEW WENDLING</b>         |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$31.32</b>      |
| V40291                          | CHRISTINE WHITE          | 01/17/2020 | 18977    | 110222211   | OCT-DEC 2019 MILEAGE       | \$24.36             |
| <b>CHRISTINE WHITE</b>          |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$24.36</b>      |
| V40292                          | ELEANOR YBARRA           | 01/17/2020 | 27904    | 110404215   | CLASS INSTR BCC DEC19      | \$225.00            |
| <b>ELEANOR YBARRA</b>           |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$225.00</b>     |
| V40293                          | ZOLL DATA MANAGEMENT     | 01/17/2020 | 21490    | 475141471   | TELESTAFF JAN-MAR20        | \$1,587.50          |
| <b>ZOLL DATA MANAGEMENT</b>     |                          |            |          |             | <b>Total Check Amount:</b> | <b>\$1,587.50</b>   |
| <b>Voucher Subtotal</b>         |                          |            |          |             |                            | <b>\$404,202.14</b> |

**TOTAL \$563,389.72**



City of Brea

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**COUNCIL COMMUNICATION**

**FROM:** Bill Gallardo, City Manager

**DATE:** 01/21/2020

**SUBJECT:** December 22, 2019 Successor Agency Check Register - Receive and file.

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**Attachments**

12-22-19 Successor Agency Check Register

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## Successor Agency Check Register for: Dec 22, 2019

| Check #                                 | Vendor Name                      | Check Date | Vendor # | Budget Unit | Description                | Amount             |
|---|----------------------------------|------------|----------|-------------|----------------------------|--------------------|
| 2782                                    | BANDERA ESTATES                  | 12/22/2019 | 3121     | 511626224   | SENIOR SUBSIDY             | \$508.00           |
| <b>BANDERA ESTATES</b>                  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$508.00</b>    |
| 2783                                    | THE BANK OF NEW YORK MELLON      | 12/22/2019 | 4202     | 731000000   | 2010 LEASE REV BOND        | \$2,597.00         |
|   | THE BANK OF NEW YORK MELLON      | 12/22/2019 | 4202     | 732000000   | 2016 TAX ALLC BOND A       | \$2,000.00         |
|   | THE BANK OF NEW YORK MELLON      | 12/22/2019 | 4202     | 732000000   | 2016 TAX ALLC BOND B       | \$2,000.00         |
|   | THE BANK OF NEW YORK MELLON      | 12/22/2019 | 4202     | 813000000   | 2017 TAX ALLC BOND A       | \$2,250.00         |
|   | THE BANK OF NEW YORK MELLON      | 12/22/2019 | 4202     | 813000000   | 2017 TAX ALLC BOND B       | \$2,250.00         |
| <b>THE BANK OF NEW YORK MELLON</b>      |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$11,097.00</b> |
| 2784                                    | BLX GROUP LLC                    | 12/22/2019 | 4457     | 813000000   | 2011 TAX ALLC BOND A       | \$2,000.00         |
|   | BLX GROUP LLC                    | 12/22/2019 | 4457     | 813000000   | 2017 TAX ALLC BOND A       | \$2,500.00         |
|   | BLX GROUP LLC                    | 12/22/2019 | 4457     | 813000000   | 2017 TAX ALLC BONDS A      | \$200.00           |
|   | BLX GROUP LLC                    | 12/22/2019 | 4457     | 813000000   | 2017 TAX ALLOC BOND B      | \$1,000.00         |
| <b>BLX GROUP LLC</b>                    |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$5,700.00</b>  |
| 2785                                    | BROOKDALE - BREA                 | 12/22/2019 | 4623     | 511626224   | SENIOR SUBSIDY             | \$254.00           |
| <b>BROOKDALE - BREA</b>                 |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$254.00</b>    |
| 2786                                    | CITY OF BREA                     | 12/22/2019 | 1003     | 511         | REIMB COST 19/20 NOV       | \$1,782.16         |
|   | CITY OF BREA                     | 12/22/2019 | 1003     | 511         | REIMB COST 19/20 OCT       | \$3,179.43         |
| <b>CITY OF BREA</b>                     |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$4,961.59</b>  |
| 2787                                    | HERITAGE PLAZA APARTMENTS        | 12/22/2019 | 1917     | 511626224   | SENIOR SUBSIDY             | \$254.00           |
| <b>HERITAGE PLAZA APARTMENTS</b>        |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$254.00</b>    |
| 2788                                    | HOLLYDALE MOBILE ESTATES         | 12/22/2019 | 4577     | 511626224   | SENIOR SUBSIDY             | \$254.00           |
| <b>HOLLYDALE MOBILE ESTATES</b>         |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$254.00</b>    |
| 2789                                    | KEYSER MARSTON ASSOCIATES, INC.  | 12/22/2019 | 2005     | 813000000   | PROJ AB FIS CONSULT        | \$540.00           |
| <b>KEYSER MARSTON ASSOCIATES, INC.</b>  |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$540.00</b>    |
| 2790                                    | LAKE PARK BREA                   | 12/22/2019 | 2433     | 511626224   | SENIOR SUBSIDY             | \$1,270.00         |
| <b>LAKE PARK BREA</b>                   |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,270.00</b>  |
| 2791                                    | ORANGE VILLA SENIOR APARTMENTS   | 12/22/2019 | 2132     | 511626224   | SENIOR SUBSIDY             | \$254.00           |
| <b>ORANGE VILLA SENIOR APARTMENTS</b>   |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$254.00</b>    |
| 2792                                    | VINTAGE CANYON SENIOR APARTMENTS | 12/22/2019 | 4081     | 511626224   | SENIOR SUBSIDY             | \$1,016.00         |
| <b>VINTAGE CANYON SENIOR APARTMENTS</b> |                                  |            |          |             | <b>Total Check Amount:</b> | <b>\$1,016.00</b>  |

**Overall - Total    \$26,108.59**