



City Council and Successor Agency to the Brea Redevelopment Agency Agenda

Tuesday, February 4, 2020

5:45 p.m. - Closed Session

6:00 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. 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. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

CLOSED SESSION
5:45 p.m. - Executive Conference Room
Level Three

CALL TO ORDER / ROLL CALL - COUNCIL

1. Public Comment

Closed Session may convene to consider matters of purchase / sale of real property (G. C. §54956.8), pending litigation [G.C. §54956.9(d)(1)], potential litigation [G.C. §54956.9(d)(2)(3) or (4)], liability claims (G. C. §54961) or personnel items (G.C. §54957.6). Records not available for public inspection.

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).

STUDY SESSION
6:00 p.m. - Executive Conference Room
Level Three

CALL TO ORDER / ROLL CALL - COUNCIL

3. Public Comment

4. Clarify Regular Meeting Topics

DISCUSSION ITEMS

- 5. Southern California Association of Governments (SCAG) Delegate and Alternate for the Regional Conference and General Assembly, scheduled for May 7 – 8, 2020.**
- 6. Friendship City - Namyangju City, Gyeonggi Province, Republic of Korea**
- 7. Electric Vehicle (EV) Charging Stations Proposal**
- 8. Accessory Dwelling Unit Legislation Update**

REPORT

9. Council Member Report/Requests

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

CALL TO ORDER/ ROLL CALL - COUNCIL

10. Pledge of Allegiance: Boy Scout Troop 801
11. Invocation: Daniel Mendoza, Celebration OC
12. Commendation: Outgoing Commission and Committee Members
13. Report - Prior Study Session
14. Community Announcements
15. Matters from the Audience
16. Response to Public Inquiries - Mayor / City Manager

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

17. January 17, 2020 City Council Special Meeting Minutes - Approve.
18. January 21, 2020 City Council Regular Meeting Minutes - Approve.
19. **Professional Services Agreement with AKM Consulting Engineers for the 2020 Sewer Master Plan and Contract with PipeTec for CCTV of City Sewer Lines** - Approve a Professional Services Agreement (PSA) between the City of Brea and AKM Consulting Engineers for \$373,069 to provide the 2020 Sewer Master Plan Update; Receive Bids; Award bid to PipeTec for \$514,824.60 to Clean and CCTV the City Sewer Lines; and Authorize the City Manager or his designee to issue Change Orders up to a "not-to-exceed" amount of 10% of the Contract Price. Adequate funds from the Sewer Fund have been budgeted within the FY 2019-20 Capital Improvement Program Project #7609 to cover the costs of this project.
20. **Use of Fire Impact Fees - Acquisition of Special Department Equipment for Brea Fire Operations** - Authorize \$443,000 for the acquisition of the following special equipment to better meet the community's expansion and department's increased needs: Rescue ATV Tow Pickup Truck; "Plymovent" Exhaust Removal Systems; Tri-Band Motorola Radios; UAV Drone; AEDs with EKG capability; SCBA voice amplifiers and other equipment. Authorize an additional appropriation of \$340,000 from the "Fire Impact Fee" (Fund 542) reserves.

21. **Monthly Report of Investments for the City of Brea for Period Ending October 31, 2019 -**
Receive and file.
22. **Monthly Report of Investments for the City of Brea for Period Ending November 30, 2019 -**
Receive and file.
23. **Monthly Report of Investments for the City of Brea for Period Ending December 31, 2019 -**
Receive and file.
24. **January 24 and 31, 2020 City Check Registers -** Receive and file.

CITY/ SUCCESSOR AGENCY - CONSENT

25. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending October 31, 2019 -** Receive and file.
26. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending November 30, 2019 -** Receive and file.
27. **Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending December 31, 2019 -** Receive and file.
28. **January 31, 2020 Successor Agency Check Register -** Receive and file.

ADMINISTRATIVE ANNOUNCEMENTS

29. **City Manager**
30. **City Attorney**
31. **Council Requests**

COUNCIL ANNOUNCEMENTS

ADJOURNMENT

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 02/04/2020
SUBJECT: Electric Vehicle (EV) Charging Stations Proposal

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Concurrence: Tony Olmos, Director of Public Works

Attachments

Presentation



TESLA SUPERCHARGER DOWNTOWN BREA

TESLA

OUR MISSION

Accelerate the world's transition to sustainable energy

TESLA

EXECUTIVE SUMMARY



A successful EV charging strategy needs Tesla

Tesla Superchargers drive spending at your property


We make the process simple for you

TESLA BY THE NUMBERS



197,000

Vehicles sold in the US in 2018



47,189

All other BEVs US sales 2018



80%

of EV Sales in 2018

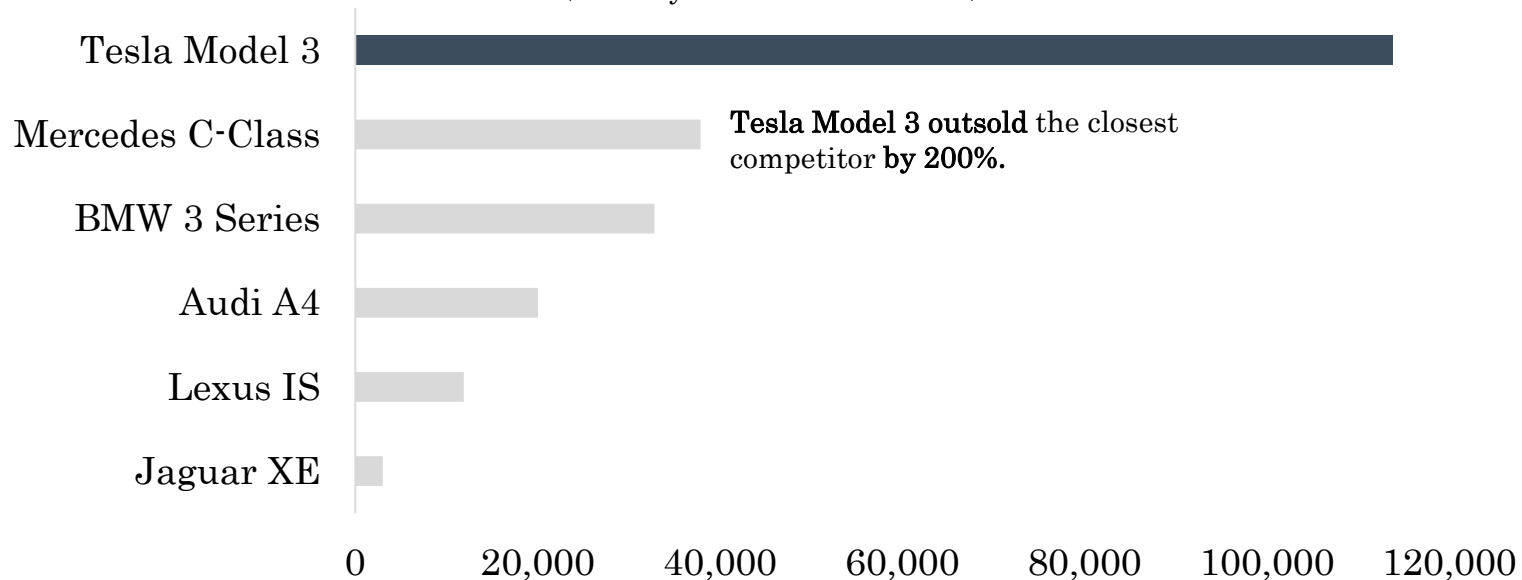


140,000

Model 3's sold in US in 2018

TESLA MODEL 3 LEADS CATEGORY IN SALES

Cumulative U.S. Sales of Premium Small- to Mid-Size
Sedans
(January 2019 – October 2019)

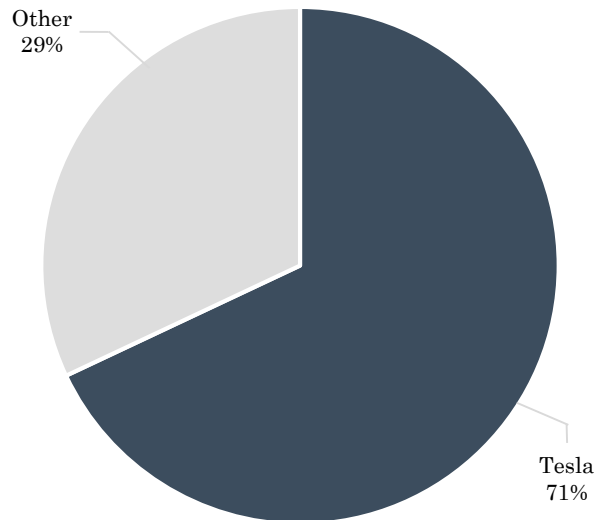


TESLA LEADS THE FAST CHARGING VEHICLE MARKET

Tesla is leading the fast charging EV market and its share is increasing.

Building out charging infrastructure with Tesla is the best way to serve the largest and fastest growing portion of the EV market.

Tesla Superchargers can drive this 71% of drivers to your property.



A SUCCESSFUL EV CHARGING STRATEGY INCLUDES TESLA

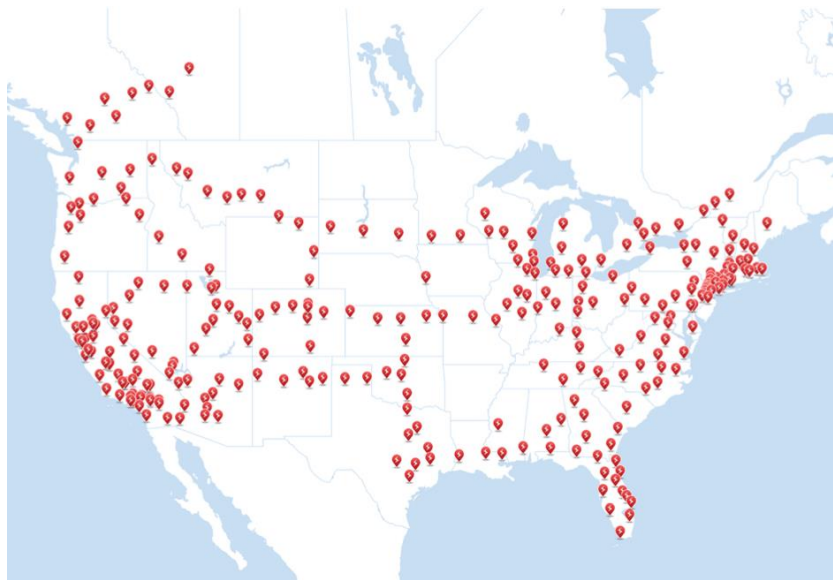
Fast Charging Energy Usage by Tesla Vehicles in North America



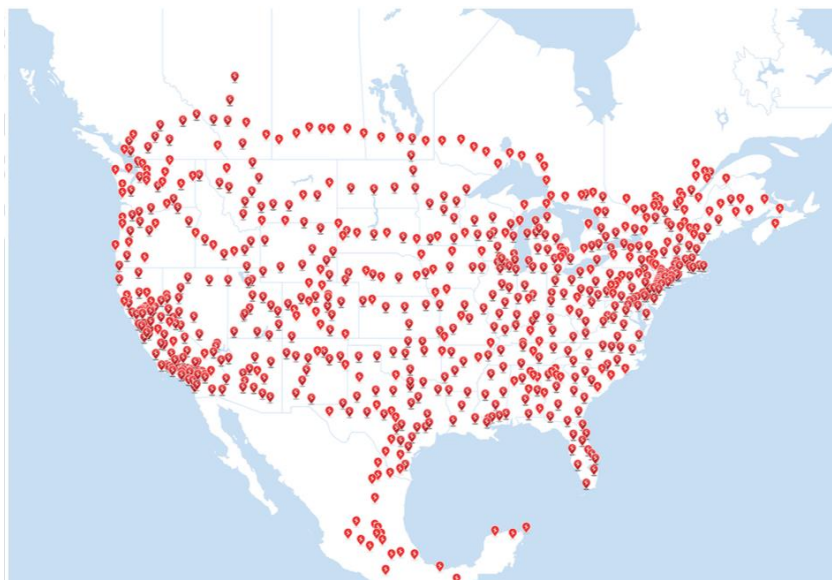
99% of Tesla drivers only fast charge on the Tesla Supercharger network

<2% of Tesla drivers opt to purchase a fast charging CHAdeMO adaptor with a 50kW limitation

OUR NETWORK IS THE LARGEST AND MOST RELIABLE



2015



2019

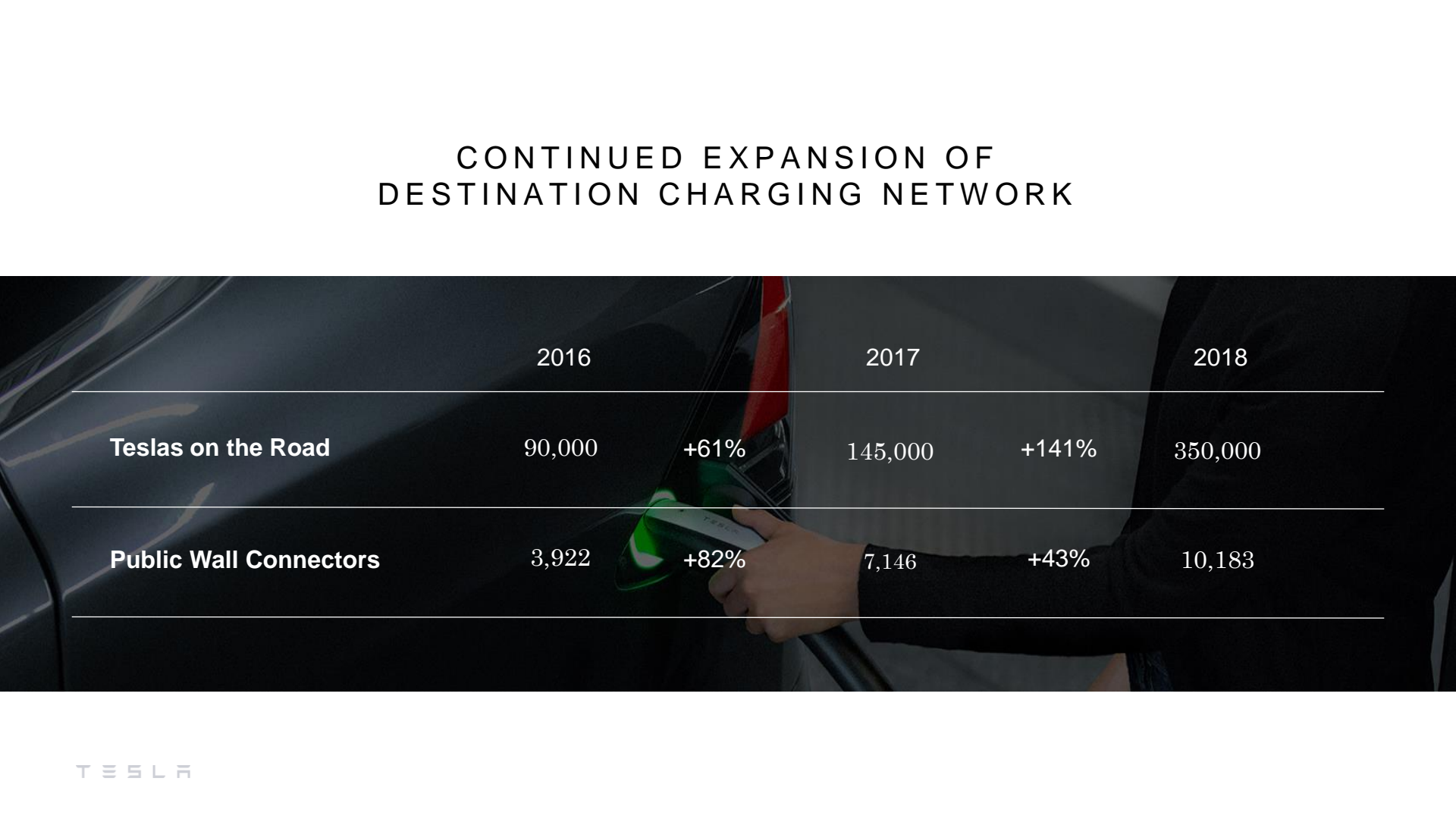
CONTINUED GROWTH OF THE SUPERCHARGER NETWORK



	2016	2017	2018	2019 (H1)
Supercharging Stations	365	515	670	765
Charging Sessions	1,600,000	2,500,000	8,400,000	15,400,000

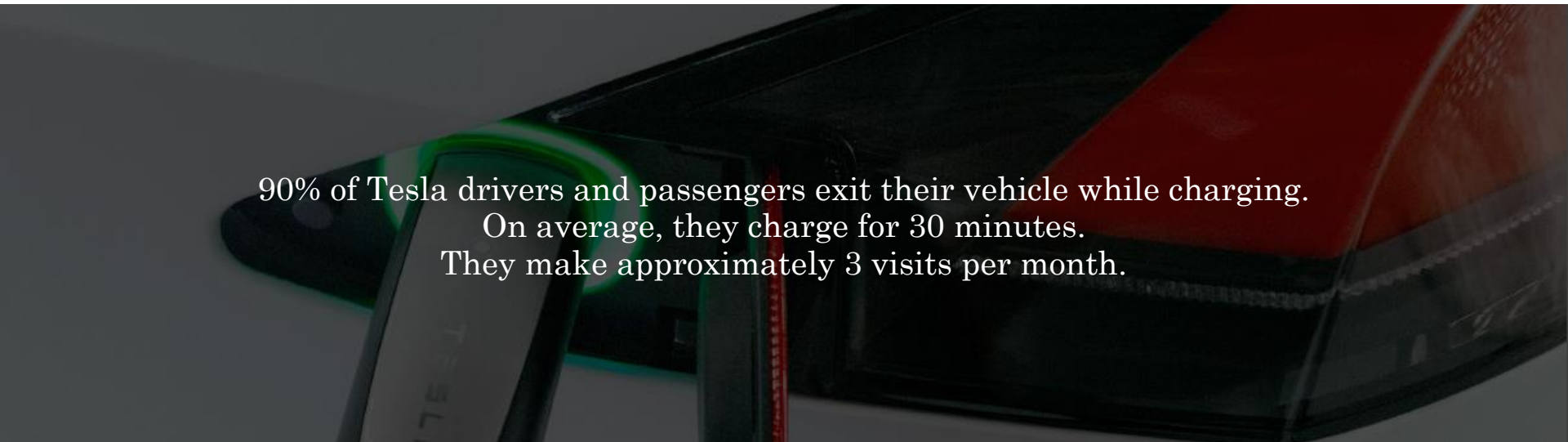
Data reflects North America

CONTINUED EXPANSION OF DESTINATION CHARGING NETWORK



	2016		2017		2018
Teslas on the Road	90,000	+61%	145,000	+141%	350,000
Public Wall Connectors	3,922	+82%	7,146	+43%	10,183

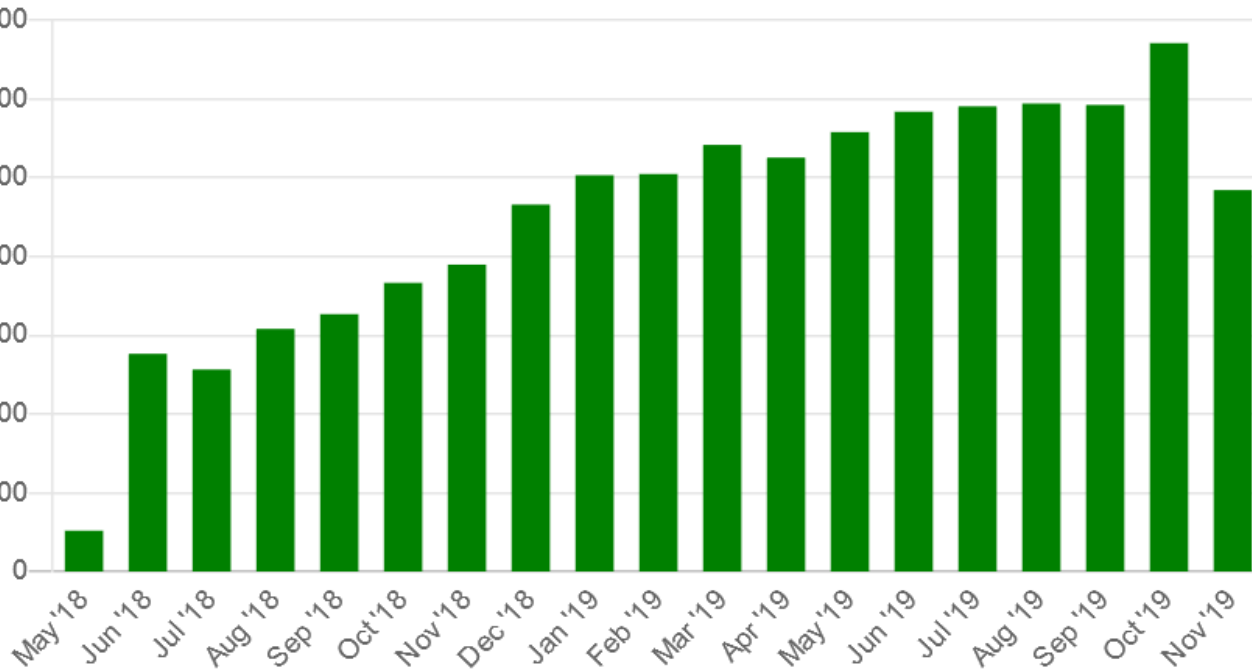
REPEAT FOOT TRAFFIC & INCREASED REVENUE



90% of Tesla drivers and passengers exit their vehicle while charging.
On average, they charge for 30 minutes.
They make approximately 3 visits per month.

DATA FROM NEARBY SUPERCHARGER STATION: MONTHLY CHARGE SESSIONS

Count Charge Sessions

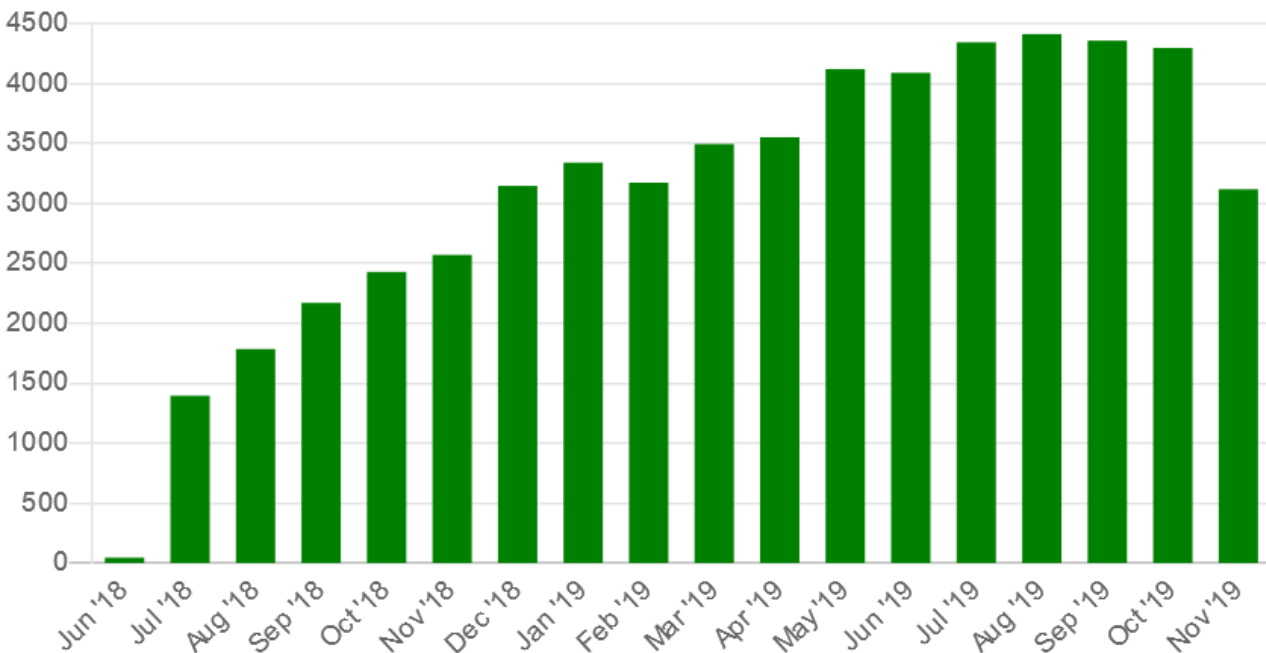


Nearby Site: Downey, CA
(Lakewood Blvd.)

Current Visits: 6,000+ visits or
charge sessions a month by
Tesla's drivers

DATA FROM NEARBY SUPERCHARGER STATION: MONTHLY CHARGE SESSIONS

Count Charge Sessions

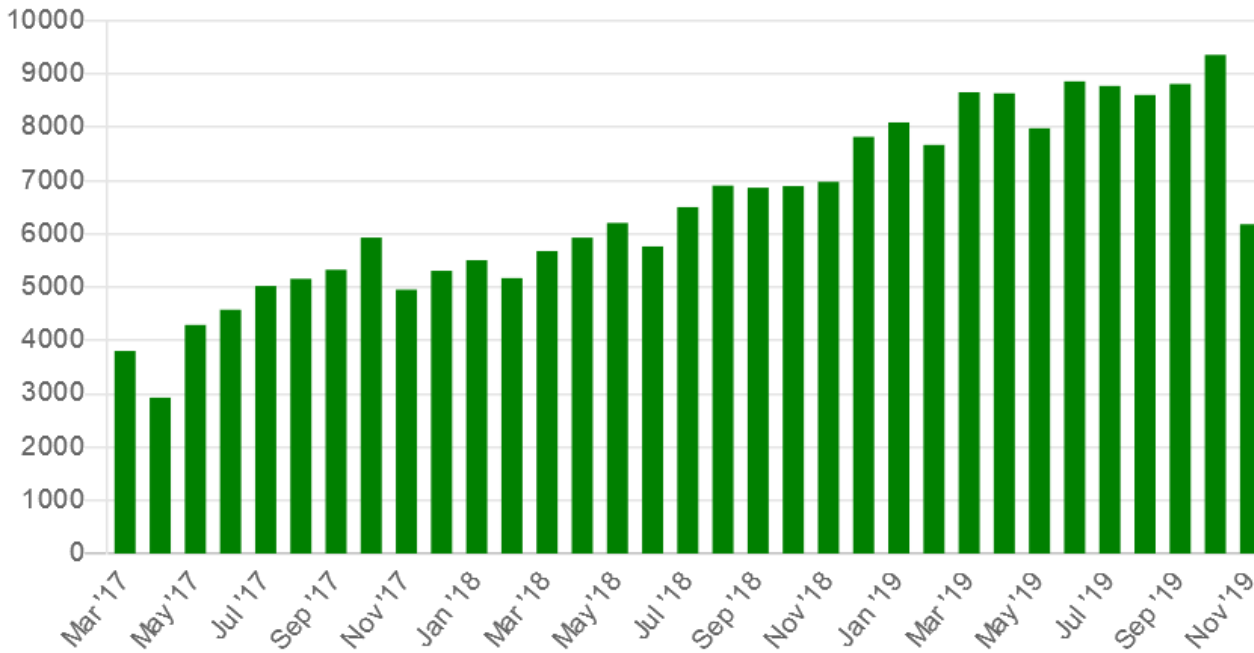


Nearby Site: Downey, CA
(Stonewood St.)

Current Visits: 4,000+ visits or
charge sessions a month by
Tesla's drivers

DATA FROM NEARBY SUPERCHARGER STATION: MONTHLY CHARGE SESSIONS

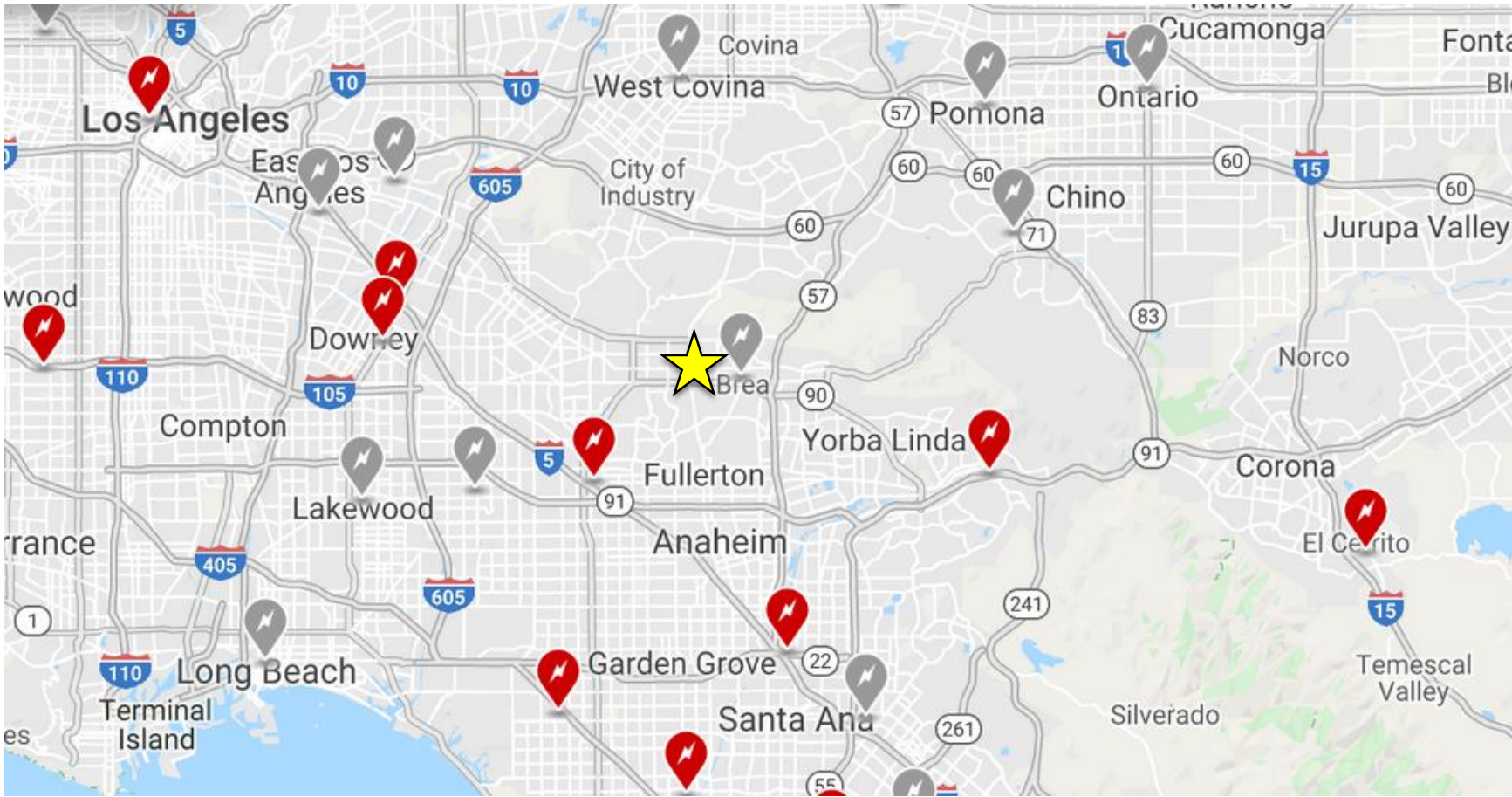
Count Charge Sessions



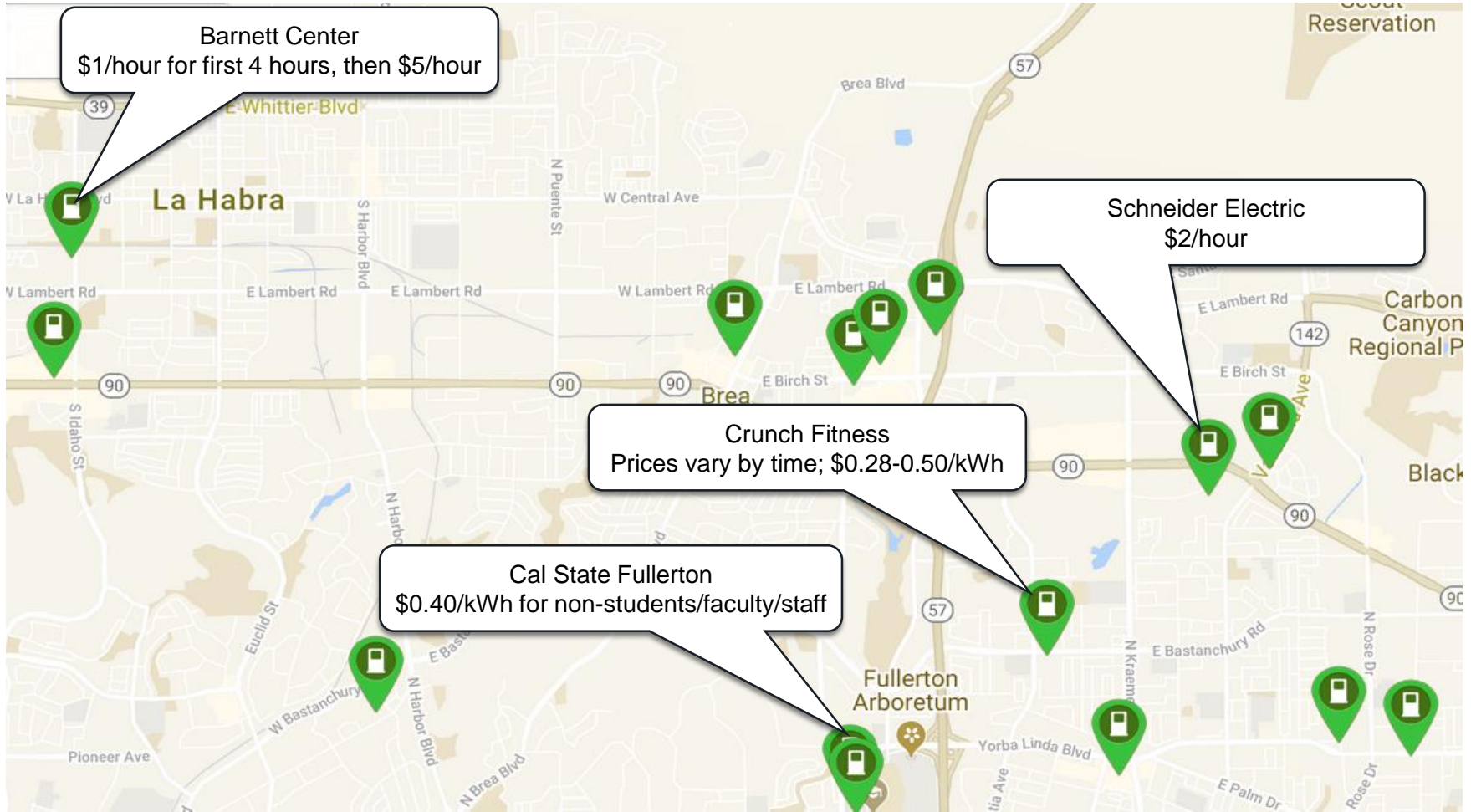
Nearby Site: Santa Ana, CA

Current Visits: 9,000+ visits or
charge sessions a month by
Tesla's drivers

SUPERCHARGER GAP



NEARBY PAID PUBLIC CHARGING



PUBLIC LEVEL 2 CHARGING COSTS FROM NEARBY CITIES

City	Range of Costs (Per kWh)*
Tesla Supercharger Level 3	\$0.28 - \$0.32
Los Angeles – Level 2	\$0.00 - \$0.26
West Hollywood – Level 2	\$0.13 - \$0.26
Culver City – Level 2	\$0.26 - \$0.39
Santa Ana – Level 2	\$0.25
Irvine – Level 2	\$0.13 - \$0.39

Sources:

- Santa Monica Lookout, “*Santa Monica Considers EV Charging Fees*” Jan. 13th, 2020 http://www.surfsantamonica.com/ssm_site/the_lookout/news/News-2020/January-2020/01_13_2020_Santa_Monica_to_Consider_EV_Charging_Fees.html
- Plugshare data: <https://www.plugshare.com>

***Note:** Per hour fees were converted to per kWh fees for comparison purposes.

OUR STATION LAYOUT

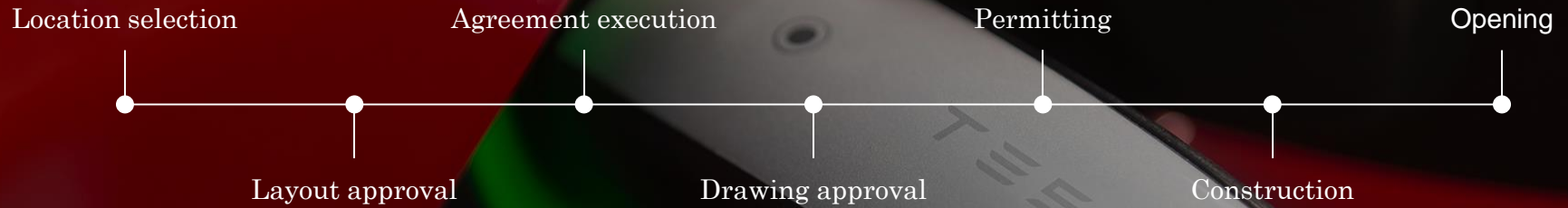
Parking Stalls with Supercharger

Equipment

New Utility Service



TESLA MANAGES DEVELOPMENT

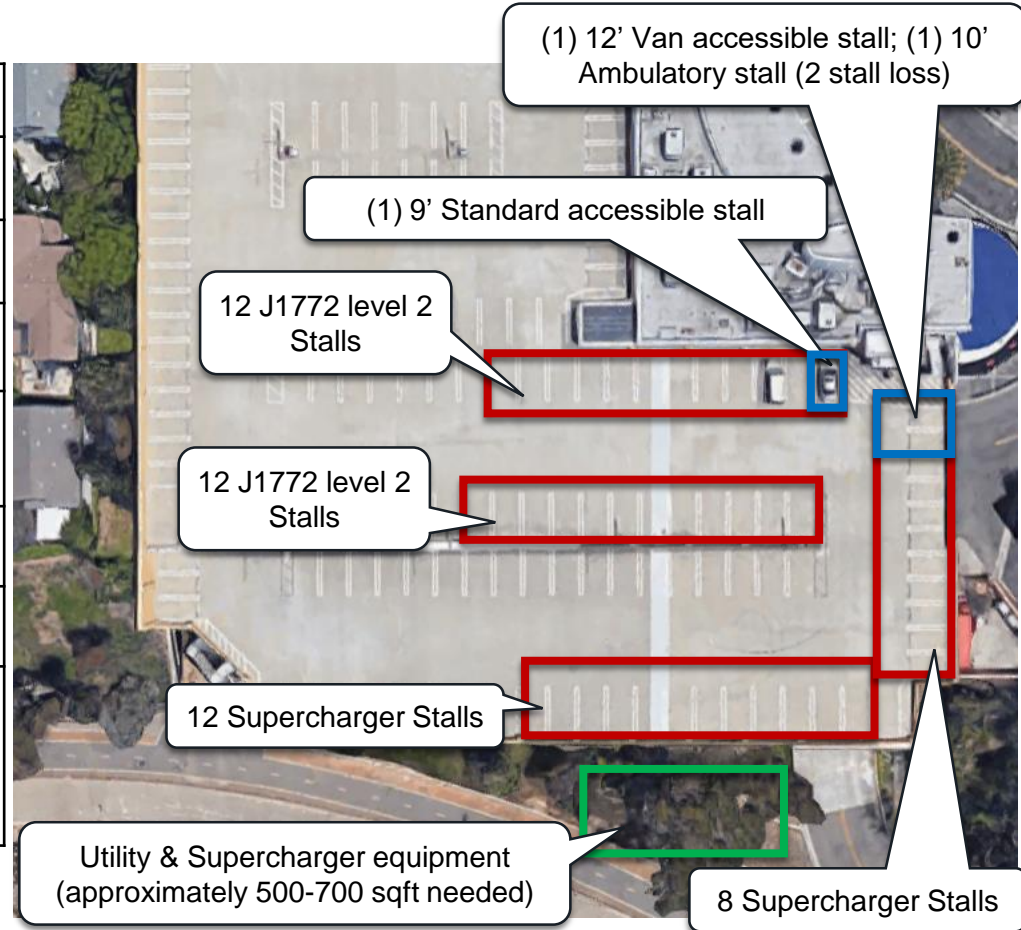


LEASE AGREEMENT OVERVIEW

Section 3: Footprint	(44) total EV charging stations—(20) Superchargers and (24) Level 2 J1772 Connectors
Section 7: Term	Initial 5 year term with 2 options for Tesla renewal, totaling 15 years
Section 14: Contribution	<p>A one-time contribution of \$4,000 per Level 2 J1772 connector (\$40,000 for 10 chargers; \$96,000 for 24 chargers)</p> <p><u><i>OR</i></u></p> <p>Recurring, Counterparty OpEx contribution of \$1 per Level 2 charge session</p>
Sections 4, 9, 10, & 11: Construction, Utilities, Use, & Maintenance	This will be a turnkey project, meaning Tesla will design, permit, install, and pay for all ongoing costs (including maintenance and electrical)

PROPOSED SITE LAYOUT

Supercharger Location	Parking Garage: Level B2
Number of existing parking spaces required	47 Stalls
Number of parking spaces after build	44 Stalls
Number of stall loss	3 (ADA and stall widening/lengthening)
Number of parking spaces required for CA ADA Compliance	2 stalls (use current compact stalls)
Proposed Tesla Stalls	20 Stalls
Proposed Non-Tesla Stalls	24 Stalls
Equipment Location	In current landscape, appx. 500-700 square feet (assuming feasibility—will require survey confirmation)



NEXT STEPS

Location approval

Agree on terms

Tesla begins development

QUESTIONS?

TESLA

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 02/04/2020
SUBJECT: Accessory Dwelling Unit Legislation Update

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared By: Terence Boga, City Attorney

Attachments

Presentation



Accessory Dwelling Units: A 2019 Legislative Update

City Council Study Session

February 4, 2020

Presented by: Diana Varat

The Housing Crisis: A Priority

- Substantial focus on having local agencies remove “barriers” to housing approvals



Purpose of Recent Legislation

- Streamline Housing Approvals (incl. ADUs)
- Establish Zoning / Development Standards to Encourage More Housing (incl. ADUs)
- Expedite Permit Processing for Housing
- Create Incentives for Affordable Housing
- Identify Land for Housing Development
- Provide Funding for Local Planning Efforts

Accessory Dwelling Units (ADUs)

Overview of ADU Requirements

- Two-pronged approval process:
 - “Building Permit Only” Process
 - State standards only
 - Residential or Mixed-Use Zone
 - Gov. Code § 65852.2(e)
 - Local Ordinance Process
 - Local ADU Standards
 - But must comply with standards in Gov. Code § 65852.2(a)

“Building Permit Only” Process

- **One ADU or JADU per lot**
 - Within proposed single-family dwelling
 - Within existing space of single-family dwelling
 - Within existing space of accessory structure (including expansion of up to 150 square feet)
 - Exterior access required
 - Side and rear setbacks for fire and safety
 - JADU must comply with 65852.22

“Building Permit Only” Process

■ What is a JADU?

- An ADU contained entirely within the walls of a single-family residence
- No larger than 500 square feet
- Must have a cooking facility with food preparation area and appliances
- May have its own bathroom or share a bathroom with the main residence
- Owner occupancy



“Building Permit Only” Process

- **One detached, new ADU**
 - For a lot with a proposed or existing single-family dwelling
 - Maximum size of 800 square feet
 - Maximum height of 16 feet
 - Four-foot side and rear yard setbacks
- **One detached, new ADU plus one JADU**

“Building Permit Only” Process

■ ADUs on Multifamily Property

- Must allow conversion of non-“livable space” of an existing multifamily property
 - For example, storage rooms, boiler rooms, passageways, attics, basements, or garages
 - Must comply with state building standards
 - Allow at least one ADU, and up to 25 percent of the existing number of multifamily dwelling units in the building

“Building Permit Only” Process

■ ADUs on Multifamily Property

- Up to two detached ADUs on a lot with an existing multifamily building
- Subject to 16-foot height limit
- Subject to four-foot rear / side-yard setbacks



“Building Permit Only” Process

- If the “building permit only” process applies, the city may not:
 - Impose any other local standards except for building code requirements
 - Require correction of nonconforming zoning conditions
- If “building permit only” process applies, the city must require that rental be for longer than 30 days (i.e., no short-term rentals)

“Local Ordinance” Process

- Ministerial Review Only (60 days)
- Designate allowed areas for ADUs
 - Water and Sewer Services
 - Traffic Flow and Public Safety
- Establish development standards
 - Comply with Gov. Code § 65852.2(a)

“Local Ordinance” Standards

- Local ordinance may not:
 - Require minimum lot size
 - Require owner-occupancy
 - Require replacement parking spaces
 - Impose FAR, lot coverage, or other similar requirements that do not allow an 800-square foot ADU

“Local Ordinance” Standards

- Ordinance may limit size, but may not:
 - Set maximum unit size below 850 square feet (or 1,000 square feet for 2+ BD ADUs)
- Existing dwelling?
 - Attached ADU shall not exceed 50 percent of the existing single-family home
- Detached ADU
 - Total floor area shall not exceed 1,200 sq. ft.

“Local Ordinance” Standards

■ Setback Limitations

- Maximum 4-foot side and rear setbacks
- No setback beyond existing for conversions of existing living space and re-construction to the same dimensions in the same location

Local Parking Standards

- Local ordinance may not require more than one parking space per ADU
- Local ordinance may not require parking in any of the following instances:
 - Within ½ mile walking distance of public transit
 - Within historic district
 - Attached ADU or converted accessory structure
 - On-street permits not offered to ADU residents
 - Car-share vehicle within one block

Impact Fees / Utility Connections

- **Fees imposed per Mitigation Fee Act**
 - No impact fees for ADUs under 750 sq. feet
 - Fees for larger ADUs are proportional to the square footage of the primary dwelling
- **Utility Connections**
 - “New use” only if proposed with a new SFD
 - Limited opportunity to require new utility connections

State Oversight of ADUs

- Send ordinance to California Department of Housing & Community Development (HCD) for review within 60 days after adoption
- City can use ADUs toward production of units for HCD reporting of RHNA compliance

HOA Regulations (AB 670)

- Homeowners associations may not prohibit or “unreasonably restrict” construction of ADUs and JADUs on single-family lots
- “Reasonable restrictions” are okay

ADUs: Tips for Local Agencies

- **Understand the two-pronged approach**
 - Building Permit Only
 - Local Ordinance Process
- **Adopt compliant local ordinance**
 - Otherwise stuck with limited State standards
- **Adopt processing fees**



Thank you!

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 02/04/2020
SUBJECT: January 17, 2020 City Council Special Meeting Minutes

RESPECTFULLY SUBMITTED:

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

Attachments

Draft Minutes

DRAFT

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

MINUTES January 17, 2020

WORKSHOP
9:30 a.m. - Fire Station #2
200 N. Brea Boulevard, Brea, CA 92821

CALL TO ORDER/ ROLL CALL - COUNCIL

Present: Simonoff, Vargas, Marick, Hupp, Parker
Staff Present: Gallardo, Emeterio, Burks, Loeser, Olmos, Russell

1. **Matters from the audience**
None.

DISCUSSION ITEMS

2. **Council-Executive Staff Workshop**
Council and staff discussed: prior years goals; a status update of the 2019-2020 City Council Priorities; five (5) year budget projections; budget strategies; and next steps.

ADJOURNMENT

Mayor Simonoff adjourned the meeting at 2:20 p.m.

Respectfully submitted,

The foregoing minutes are hereby
approved this 4th day of February, 2020.

Lillian Harris-Neal, City Clerk

Marty Simonoff, Mayor

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 02/04/2020
SUBJECT: January 21, 2020 City Council Regular Meeting Minutes

RESPECTFULLY SUBMITTED:

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

Attachments

Draft Minutes

DRAFT

BREA CITY COUNCIL SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY MEETING

MINUTES January 21, 2020

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

CALL TO ORDER / ROLL CALL - COUNCIL

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

Present: Marick, Simonoff, Hupp, Parker, Vargas

1. **Public Comment**
None.

Closed Session may convene to consider matters of purchase / sale of real property (G. C. §54956.8), pending litigation [G.C. §54956.9(d)(1)], potential litigation [G.C. §54956.9(d)(2)(3) or (4)], liability claims (G. C. §54961) or personnel items (G.C. §54957.6). Records not available for public inspection.

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

Mayor Simonoff adjourned the Closed Session at 6:41 p.m.

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

CALL TO ORDER / ROLL CALL - COUNCIL

Mayor Simonoff called the Study Session to order at 6:43 p.m., all members were present.

6. **Public Comment**
None.
7. **Clarify Regular Meeting Topics**
None.

DISCUSSION ITEMS

8. **Mayor Appointments 2020**
Mayor Simonoff presented his list of appointments to the City Council. Changes from the previous appointments include: Mayor Pro Tem Vargas as an alternate to the Investment Advisory Committee; Councilmember Hupp as an alternate to the Orange County Sanitation District; and Mayor Simonoff and Councilmember Marick to the Development Agreements Ad Hoc Committee.

Council confirmed Mayor Simonoff's appointments for 2020.

9. **Parks, Recreation, and Human Services Commission and Investment Advisory Committee Recruitment**
City Clerk Harris-Neal provided the details of the report, indicated current vacancies, noted the timeline as outlined in the staff report, and requested that the Council appoint two (2) Councilmembers to serve as the Interview Committee.

The Council appointed Mayor Simonoff and Councilmember Parker as the Interview Committee.

REPORT

10. **Council Member Report/Requests**
None.

Mayor Simonoff adjourned the Study Session at 6:46 p.m.

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

CALL TO ORDER/ ROLL CALL - COUNCIL

Mayor Simonoff called the General Session to order at 7:03 p.m., all members were present.

11. **Pledge of Allegiance**
The Fullerton Cadet Honor Guard led the Pledge of Allegiance.
12. **Invocation**
Dan Cook, Brea Baptist Church, delivered the Invocation.
13. **Presentation: Visiting Students from Brea Sister City - Anseong, Korea**
Mayor Simonoff invited the students from Brea's Sister City, Anseong, Korea, to receive a Commendation commemorating their visit to Brea. A video from the Deputy Mayor of Anseong was displayed.

14. Presentation: Visiting Students from Brea Sister City - Hanno, Japan

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

15. Cultural Arts Commission Update to City Council

Cultural Arts Commission Vice Chair Bob Warkenton and Commission Member Robyn Valerie Price provided an update to the Council on the cultural arts in the City of Brea for the 2019-2020 year and invited the community to the upcoming Brea Gallery exhibit opening reception on February 1st. They also displayed a video entitled "Experience Brea Arts."

16. Report - Prior Study Session

City Manager Gallardo provided the prior Study Session report.

17. Community Announcements

Mayor Pro Tem Vargas announced that the 2020 U.S. Census is around the corner and indicated that obtaining a complete and accurate count of our community is critical, as the results of the Census will affect community funding, congressional representation, and more. He announced that in 2020, residents will be able to respond online, phone or mail and indicated that everyone make a difference in the Brea community by responding to Census 2020.

Councilmember Parker encouraged the community to register for Brea's free winter CERT classes. He indicated that the Brea Community Emergency Response Team or CERT program educates people about disaster preparedness and trains them in basic disaster response skills. He encouraged the community to sign up early as class space is limited and begin on February 11.

Councilmember Marick invited future brides and party planners to attend the Brea Bridal Show on Saturday, January 25 from 11 a.m. – 3 p.m. at the Brea Community Center.

Councilmember Hupp invited the community to join the Brea Police Department on Friday, January 24 at Pepe's Mexican Restaurant to eat and enjoy great conversation with South Area Officers from 4 - 6 p.m.

18. Matters from the Audience

Dave Maxie spoke about private water systems; correspondence with the City Attorney and Public Works Department; impact of private water systems on residents; fire hydrant testing; and requested the City rectify the private water system issues within the City.

Sean Thomas expressed concerns with the Tracks at Brea with regards to erosion.

Pastor Doug Green and his wife Brenda, thanked kindness of the Community and the Brea Fire Department "C" Shift for their assistance during their time of loss when they suffered a house fire. They also presented the City with a donation in honor of their service to the residents and community.

19. Response to Public Inquiries - Mayor / City Manager

City Manager Gallardo responded to public inquiries.

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

Mayor Simonoff recused himself from the item.

Public Works Director Olmos presented the details of the staff report, including background; California Assembly Bill 1594; City of Brea's current versus future recycling outlook; previous City Council action; proposed residential rate increase; rate methodology for disposal of green waste; short and long-term strategies; County of Orange compost pilot projects; contract amendment; public hearing notice and process; and staff recommendation.

Councilmember Hupp requested that on an on-going basis, the \$0.69 increase be reflected as its own stand-alone charge so that it is not subject to future increases; and requested updates on any future changes in the County's waste processing, so that the charge can be eliminated should it not be further utilized or adjusted should the County's costs increase. She also clarified the rate is a pass-through rate and inquired as to the franchise fees associated.

Public Works Director Olmos clarified that the calculated cost increase is \$0.63 and the franchise fee is \$0.06.

Councilmember Hupp indicated that she would like to see the franchise fee portion eliminated due to the fact this action is due to an unfunded State mandate.

Councilmember Parker inquired as to the possibility to accelerate the process of establishing the County's composting operation at the landfill. He also concurred with Councilmember Hupp's comments and inquired as to the possibility of utilizing other methods automatically, should lower cost alternatives be identified.

Councilmember Marick spoke about the City's involvement, as a host to a landfill, in the development of the County's composting operation.

Mayor Pro Tem Vargas opened the public hearing.

Susan Pearlson spoke in support of the item and diverting green waste into compost.

John Bickle requested information related to the processing of organic materials placed in other bins as well as the City's share of green waste generated from park facilities.

Hearing no further comments, Mayor Pro Tem Vargas closed the public hearing.

Public Works Director Olmos indicated that organic waste generated at City park facilities and collected by street sweepers are dumped in a bin at the City Yard, which is then picked up by Republic Services and processed as green waste.

Mayor Pro Tem Vargas requested clarification on the proposal for composting green waste and inquired as to what the compost would be used for.

Public Works Director Olmos explained the process of obtaining compost and what the potential uses for compost would be.

Discussion ensued related to uses for alternate daily cover; the County's process for utilization of cover material; and the history of the current Commercial Organics Recycling Program Agreement.

Mayor Pro Tem Vargas inquired as to the possibility of this agreement being a five (5)-year term and expressed concerns with long-term agreements.

Public Works Director Olmos indicated that the item is a proposed rate increase on an existing contract, and as such, is considered an amendment to the original agreement.

Mayor Pro Tem Vargas requested clarification on the franchise fee aspect of the amendment.

Discussion ensued related to calculations regarding franchise fees for green waste and calculated CPI increase from Republic Services.

Councilmember Hupp requested terms in the contract related to the City's ability to drop the service and fee should another means of processing the waste be made available at a lower cost.

Councilmember Parker reiterated his concurrence with points made by Councilmember Hupp.

Councilmember Marick spoke about the differences in processing trash versus processing compost with regards to contamination standards, and associated costs for pre-treatments. She noted that there will be a cost calculation to utilize a new processing system, which may not necessarily be classified as "good faith negotiation."

Dan Capener, Republic Services, indicated that the \$0.69 is not subject to CPI. He clarified what costs are subject to CPI, and spoke about potential timeline for transition to new composting processing plans.

City Attorney Boga noted that there was no majority protest for this hearing.

Motion was made by Council Member Parker, seconded by Council Member Hupp to 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 the Agreement with Brea Disposal (Republic), as amended to reflect that the increase of the fee will be \$.63 rather than \$.69; the \$.63 increase will go away once the City chooses an alternative solution; the \$.63 increase is not subject to the annual CPI adjustment; and the "good faith negotiation" phrase will be changed.

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

Other: Mayor Simonoff (RECUSE)

Passed

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

Management Analyst Dao presented the details of the staff report, including background of the CDBG program and the housing rehabilitation program in the City's.

Senior Management Analyst Coleman spoke about past CDBG applications for Community Services projects; Public Works' current application to approve ADA accessibility throughout the City; focus on public facilities; current standards of ADA ramps; public benefit; and staff recommendation.

Councilmember Parker spoke about ADA ramp inlays and replacement; and inquired as to costs associated with installing the inlays into the ramps.

Public Works Director Olmos spoke about the process for replacing the truncated domes.

Mayor Pro Tem Vargas indicated that he would like to see residential areas be the priority for the installation of ADA ramps rather than industrial areas.

Senior Management Analyst Coleman indicated that the priority is to increase accessibility to public facilities.

Councilmember Marick requested clarification on how prioritization will be handled, as there is a limited number of improvements available and inquired if the City will be applying for this grant beyond this one-year program.

Public Works Director Olmos indicated that the City is currently working on an ADA Transition Plan which will identify current deficiencies, and that the ADA Transition Plan and public input will be taken into consideration when establishing locations. He also indicated that he hopes to continue the program through multiple years and to address deficiencies through the CIP program.

Mayor Pro Tem Vargas inquired as to the number of loans which can be issued should the grant be received. He also inquired as to advertising services to contractors within the City and encouraged staff to work with the Chamber to advertise the project.

Management Analyst Dao briefly spoke about the differences between mobile home and single family

home allocations, and indicated that about ten (10) projects can be completed with the funds. She also spoke about sending mass mailings to advertise the program.

Mayor Simonoff opened the public hearing. Seeing no members of the public wishing to address the Council, Mayor Simonoff closed the public hearing.

Mayor Simonoff spoke about prevailing wage and the importance of the CDBG grant program.

Motion was made by Council Member Hupp, seconded by Mayor Pro Tem Vargas to 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.

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

Passed

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

Senior Planner Tinio briefly introduced the item.

Nicole Wells, Travis Wells, and Lauren Reimer, Active Transportation Plan (ATP) Ambassadors, provided a presentation on the Active Transportation Plan including, the plan vision; community engagement; access, design, and safety; results; design improvements; draft plan recommendations; goals and policies; toolbox of improvements; recommendations by corridor; sample recommendation; and next steps.

Mayor Simonoff thanked the community members for their involvement.

Councilmember Parker inquired as to any issues identified for walkers and runners in designated buffered bike lanes along Berry Street.

Senior Planner Tinio indicated that Berry Street was heavily discussed in the ATP engagement process, and it was indicated that runners and walkers choose to utilize buffered bike lanes due to gaps in the sidewalk and uneven pavement. She also indicated that there are a number of options to remedy the issue, and options for improvement can be further studied.

Councilmember Hupp requested clarification on the configuration of a shared use path and inquired if additional lighting on the tracks was addressed in the plan.

Senior Planner Tinio indicated that shared use paths are for bicyclists and runners to share lanes separated by delineation instructions painted on the ground. She also indicated that the ATP focused on the corridors, however, the subject of lighting on the tracks did come up during public outreach.

Councilmember Parker suggested that incorporating a more welcoming design for walkers when planning CIP street projects, which would include widening of sidewalks.

Motion was made by Council Member Hupp, seconded by Council Member Parker to Adopt Resolution No. 2020-004, a Resolution of the City Council authorizing the adoption of the Brea Connecting the Core Active Transportation Plan.

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

Passed

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

CITY COUNCIL - CONSENT

- 23. December 17, 2019 City Council Regular Meeting Minutes**
The City Council approved the December 17, 2019 City Council Regular Meeting Minutes.
- 24. Opposition to the Modified Regional Housing Needs Assessment (RHNA) Allocation Methodology**
The City Council adopted 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**
The City Council adopted 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.
- 26. Agreement with Linscott Law & Greenspan for City Traffic Engineering Services -**
The City Council approved the 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 authorized the City Manager to approve and execute extension(s).
- 27. Construction Contract for Civic Center Security System Improvement Project No. 7954**
The City Council awarded a construction contract to PeopleSpace for \$178,649.50 for the installation of glass demountable walls and doors; and authorized the City Engineer to approve change orders up to 10% of the contract amount.
- 28. Professional Services Agreements for Annual As-Needed Construction Materials & Soils Testing Services for Various Capital Improvement Projects**
The City Council approved 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 authorized the City Manager to approve any optional contract extensions.
- 29. Patrol Rifle Replacement**
The City Council approved the agreement with ProForce Law Enforcement to provide sixty semi-automatic patrol rifles in the amount of \$62,197.07.
- 30. New Position Allocation for Golf Course Specialist and Recycling Coordinator**
The City Council adopted Resolution No. 2020-013, amending the City's Classification Plan by adding two (2) new job descriptions of Golf Course Specialist, and Recycling Coordinator; amending the Part-Time Employment and Benefits Policy by adding salaries for the two (2) new positions; and amending the position allocation list to reflect these changes in the Public Works Department along with the addition of two (2) 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**
The City Council received and filed the December Outgoing Payment Log and December 13, 20 & 27, 2019 and January 3, 10 & 17, 2020 City Check Registers.

Motion was made by Council Member Parker, seconded by Council Member Hupp to approve City Council Consent items 23 - 31.

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

Passed

CITY/ SUCCESSOR AGENCY - CONSENT

32. December 22, 2019 Successor Agency Check Register

The City Council, as the Successor Agency, received and filed the December 22, 2019 Successor Agency Check Register.

Motion was made by Mayor Pro Tem Vargas, seconded by Council Member Parker to approve City/Successor Agency Consent Item 32.

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

Passed

ADMINISTRATIVE ANNOUNCEMENTS

33. City Manager

City Manager Gallardo spoke about the Special City Council Meeting on January 17, 2020.

34. City Attorney

None.

35. Council Requests

None.

COUNCIL ANNOUNCEMENTS

ADJOURNMENT

Mayor Simonoff adjourned the General Session at 9:13 p.m.

Respectfully submitted,

The foregoing minutes are hereby
approved this 4th day of February, 2020.

Lillian Harris-Neal, City Clerk

Marty Simonoff, Mayor

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Professional Services Agreement with AKM Consulting Engineers for the 2020 Sewer Master Plan and Contract with PipeTec for CCTV of City Sewer Lines

RECOMMENDATION

1. Approve a Professional Services Agreement (PSA) between the City of Brea and AKM Consulting Engineers for \$373,069 to provide the 2020 Sewer Master Plan Update;
2. Receive Bids;
3. Award bid to PipeTec for \$514,824.60 to Clean and CCTV the City Sewer Lines; and
4. Authorize the City Manager or his designee to issue Change Orders up to a “not-to-exceed” amount of 10% of the Contract Price

BACKGROUND/DISCUSSION

The City of Brea provides wastewater collection services to the entire area within its boundaries, as well as unincorporated Orange County and a small portion of Placentia for approximately 14,555 acres. The City’s existing wastewater collection is made up of a network of gravity sewers and force mains of over one hundred fourteen (114) miles of varying pipe sizes of 8 inch to 27 inch. The City owns and operates three lift stations.

The overall goals of preparing and implementing a Sewer Master Plan are to evaluate the existing condition of the sewer system; ensure adequate capacity exists to effectively collect and transport sewage generated in the City; and to identify and plan for needed capital improvements to the system. The plan also helps to ensure that the City remains compliant with new and constantly changing State regulations related to sewer system management.

The City’s existing Sewer Master Plan and Sanitary Sewer Management Plan were last updated in 2005. At that time, the plan identified over \$27 million in needed capital improvements to the system. The improvements include pipe upsizing to increase collection capacity; improvements and repairs to existing pipelines; and lift station improvement projects. Over the years, the City has completed many capital projects that were identified in the 2005 Master Plan along with other areas that surfaced.

Almost 15 years have passed since the Sewer Master Plan was last updated and projects included in that update have since been completed. Moreover, existing sewer infrastructure not rehabilitated as part of the previous plan is now 15 years older. Additionally, new private development projects have been constructed since the last Sewer Master Plan was adopted and their future impacts to the sewer system’s capacity and flow as a whole must be evaluated.

The purpose of the proposed 2020 Sewer Master Plan update is to re-evaluate the entire system and to identify capital improvements, if needed, to the system for the next ten years, as well as update regulatory documents as required by the State. The main tasks to be completed as part of this scope of work include:

- Update Sewer Collection System Capacity Analysis;
- Perform a condition assessment of our sewer system;
- Develop a list of prioritized capital improvements for the system;
- Conduct Sewer System Management Plan Audit as required by State regulation; and
- Update the City's Sanitary Sewer Overflow Emergency Response Plan to ensure compliance with existing State regulations

Proposals for these services were requested from nine (9) engineering firms in June of this year with only one proposal being submitted by AKM Consulting Engineers (AKM). Given the limited turnout for proposals, staff reached out to each company to verify why the companies did not submit a proposal. Following are their responses:

Company	RFP Results	Notes/Comments
AKM Consulting Engineers	Submitted by deadline	
Dudek	Declined	Did Not Have Resources
Civiltec	Declined	Did Not Have Resources
VA Consulting	Did Not Submit	No Reason Given
Arcadis	Did Not Submit	No Reason Given
Harris & Associates	Did Not Submit	No Reason Given
Carollo	Declined	Personnel Unavailable
Psomas	Did Not Submit	No Reason Given
RMC	Declined	Personnel Unavailable

Firms cited both existing workloads and prior commitments and insufficient resources to assist the City with the magnitude of the project as reasons they did not submit proposals to the City. AKM prepared the City's previous Sewer Master Plan in 2005 and has a high level of familiarity with the City's sewer collection system. AKM has also provided engineering design services for numerous City Capital Improvement Projects. AKM specializes in the preparation of master plans of this nature and has completed similar plans for numerous public agencies. AKM submitted a cost proposal totaling \$373,069 to provide the services noted previously. This cost includes preparation of the Master Plan; updating the City sewer database/inventory; installing sewer flow monitors; contingency; and updating the City's Sewer Auditing report that is required every two years. Staff have reviewed AKM's proposal and the cost is in line with this type of work. Any contingency that is not used in AKM's proposal will not be billed to the City.

To complete the study, the sewer lines require Closed Circuit Television (CCTV) to adequately determine the integrity of the line. The City has over 100 miles of sewer lines which will require CCTV. The last time the sewer lines were CCTV was in 1999, over 20 years ago. To prepare a Sewer Master Plan, the sewer lines must be CCTV to determine any defects, intrusions and or broken material. CCTV is the only way that this can be effectively evaluated. Staff prepared a bid

package for over 100 miles of the City's sewer lines to be cleaned and CCTV by a contractor. The bid package was publicly advertised with a bid opening date of January 2, 2020.

On January 2, 2020, eight bids were received with the following results:

1. PipeTec, Inc.	\$514,824.60
2. Tunnel Works	\$575,392.20
3. Houston & Harris	\$650,496.02
4. Empire Pipe Cleaning & Equipment, Inc.	\$690,470.64
5. National Plant Services, Inc.	\$805,549.08
6. Pro Pipe Professional Pipe Services	\$884,286.96
7. Nor-Cal Pipeline Services	\$896,400.48
8. DownStream Services, Inc.	\$1,011,478.92

The lowest responsive bidder was PipeTec in the amount of \$514,824.60. Staff has reviewed the bids and this is within the Engineer's estimate.

The cost to prepare the master plan update totals \$887,893.60, which includes updating the City's Sewer Auditing report to ensure compliance with State regulations.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed staff's recommendation at their January 28, 2020 meeting and recommended for Council approval.

FISCAL IMPACT/SUMMARY

The cost to prepare the 2020 Sewer Master Plan Update is \$887,893.60 which includes the cleaning of the sewer lines, CCTV and updating the City's Sewer Auditing report. Adequate funds from the Sewer Fund in the amount of \$1,000,000 have been budgeted within the FY 2019-20 Capital Improvement Program Project #7609 to cover the costs of this project. The last Sewer Master Plan was adopted in 2005 and the City sewer lines were last videoed in 1999. The City's sewer infrastructure needs to be re-evaluated to identify defects, deficiencies and capacity issues. This evaluation will provide a road map and plan for capital projects to replace, repair and/or upsize lines to continue a safe sewer collection system.

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

Attachments

Agreement

Pipe Tec Agmnt

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated _____ for reference purposes and is executed by the City of Brea, a California municipal corporation ("City") and AKM Consulting Engineers, a California Corporation ("Consultant").

RECITALS

- A. City has issued a Request for Proposal for the Sewer System Master Plan Update. 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.
 - (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: This Agreement is effective as of _____ and shall remain in full force and effect until _____, or unless terminated pursuant to Section 8 below.
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. Compensation Limit:

- (a) Term Limit: In no event shall Consultant, or any person claiming by or through Consultant, be paid an amount in excess of three hundred seventy three thousand sixty nine dollars (\$373,069) during 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, P.E.

Deputy Director of Public Works/City Engineer

1 Civic Center Circle

Brea, CA 92821

michaelh@ci.brea.ca.us

CONSULTANT REPRESENTATIVE

AKM Consulting Engineers

Zeki Kayiran, President

553 Wald

Irvine, CA 92618

zkayiran@akmce.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.

TO EXECUTE THIS AGREEMENT, the parties have caused their authorized representatives to sign below.

AKM Consulting Engineers, Inc.



Signature

Zeki Kayiran

Printed Name

☐ Chairperson ☒ President ☐ Vice President



Signature

Mehmet Kayiran

Printed Name

☐ 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

Mayor

EXHIBIT A

SCOPE OF SERVICES

Project Understanding

Background - The City of Brea (City) owns and operates a sewer collection system that provides service to a population of about 44,000. The sewer service area includes the entire area within the corporate boundaries, as well as portions of unincorporated Orange County and a small portion of the City of Placentia. The City's sewer collection system is comprised of approximately 114.3 miles of pipe ranging in diameter from 8-inches to 27-inches. The majority of the collection system pipes are vitrified clay pipe. The system dates back to the 1920's, but a large portion of it was built from 1960 to 1980. There are three sewage lift stations and associated forcemains. Wastewater generated in the City's service area is generally conveyed south and west to one of several points of connection with the Orange County Sanitation District's (OCSD) sewer system.

Previous Studies - The City's last sewer master plan was completed in 2005. The current hydraulic model was developed at that time and was calibrated to flow monitoring data collected in December 1999. This information is outdated considering the changes in water use that Southern California communities have experienced during the recent drought periods. The City has also completed all of the recommended improvements outlined in the 2005 Sewer Master Plan. The model is therefore in need of an update to reflect the sewers constructed since 2005 as well as the change in loads.

The City's latest Sewer System Management Plan (SSMP) was completed in 2016. The plan ensured compliance with current Waste Discharge Requirements (WDR) and NPDES orders. A bi-annual audit is required to evaluate the City's performance in operating and maintaining its sewer system.

Purpose - The City desires to prepare a sewer master plan, which will:

- Evaluate the capacity of its system through a well calibrated hydraulic model, and the ability of the system to handle the existing and future peak flows from the service area.
- Identify existing hydraulic deficiencies
- Provide recommendations for upgrades to the system which will be able to convey the ultimate flows
- Assess the condition of the sewer lift stations
- Provide potential solutions of localized siphons and other maintenance issue areas
- Develop a comprehensive prioritized Capital Improvement Program with cost estimates
- Complete a Sewer System Management Plan program audit

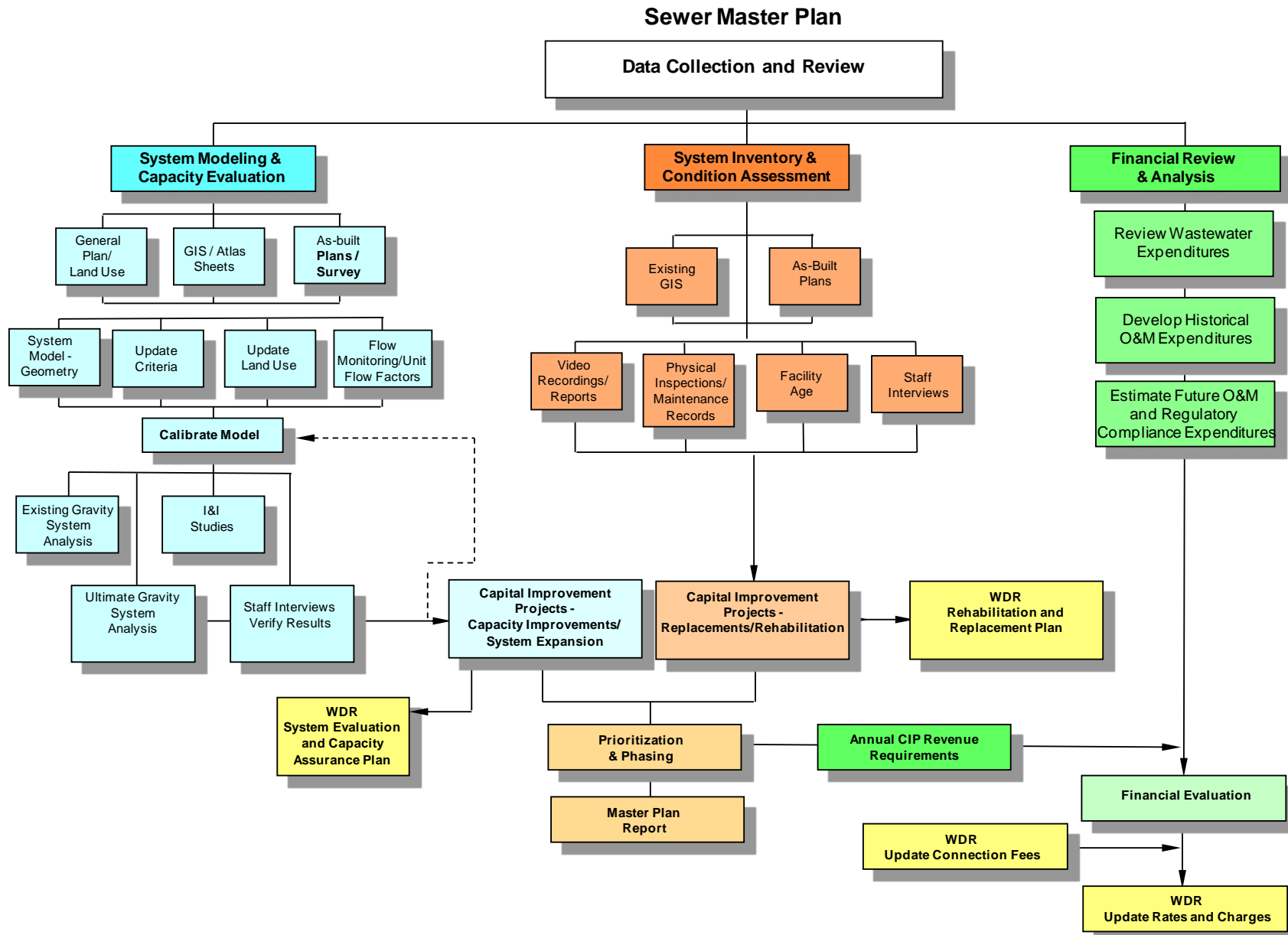
Detailed Work Plan

Our approach to the work is based upon our extensive experience in delivering high quality work within schedule and budget. The flow chart illustrated on Page 34 summarizes the key elements of a sewer master plan study. Not all tasks shown in the flow chart, such as condition assessment of the gravity sewer system or financial review and analysis, are included in this proposal, but are provided to show the elements of a complete sewer master planning project.

Task 1: Project Management and Meetings

Project management activities ensure adherence to schedule and budget, communication between AKM and the City, and implementation of an effective quality assurance/quality control (QA/QC) program will include the following:

- Kickoff meeting to establish lines of communication, review scope of work, data requests, and schedule, discuss the City's expectations, and gain insight into specific issues



- Monthly meetings as needed, with prepared agendas and follow-up meeting minutes
- Monthly status reports & billing statements listing tasks, budgets, and percent complete
- Updated project schedule as needed

Task 2: Data Collection and Review

We will retrieve and review all relevant documents including the following: 2005 Sewer Master Plan; 2016 Sewer System Management Plan and latest SSMP Audit; Existing sewer atlas maps; Existing scanned sewer as-built drawings for sewers constructed since 2005 (not in the current Sewer GIS) and for all siphons/hot spot locations; GIS data; Planning data; Lift station information; Operation & Maintenance records of the sewer facilities; Water meter records by billing period and customer class; Bid results for recent construction projects; and Current Capital Improvement Program information.

Task 3: Sewer Hydraulic Model Development

The sewer hydraulic model is an essential element of any master planning effort for documenting the existing system, evaluating existing hydraulic capacity for compliance with the adopted criteria, determining the adequacy of the system to handle future developments, and formulating the capacity improvement recommendations.

We propose to utilize the InfoSewer software by Innovyze, for developing the hydraulic sewer model. This is a commercially available, non-proprietary software that is fully GIS integrated, allowing for easy import/export of data to and from the existing Sewer GIS.

3.1 Model Geometry - We will utilize the City's current Sewer GIS (last updated in 2009) as the basis of the hydraulic model. In addition, we will review and utilize approximately 100 sheets of Engineering Record Plans and incorporate the sewer main and manhole information into the City's Sewer GIS and model. The information collected will include the following at a minimum: year of

plan, pipe diameter, material, length, and invert elevations, and manhole diameter, invert, and rim elevation.

The hydraulic model will include all City owned sewer pipes (excluding laterals and private lines), manholes, large point source flows and tributary area boundaries. We feel it is important to model the entire system in case a future spill should occur, so that the City can show its due diligence in previously analyzing the hydraulic capacity of the entire system. A complete system model can also be used in other evaluations, and constitute the complete map of the system as required by the Operation and Maintenance Program of the Sewer System Management Plan.

We will delineate the tributary area to nearly every manhole using the Theissen Polygons method. If manholes are clustered together in one area, only one tributary area will be created. The tributary area, along with unit flow factors or point sources for high sewage generators will be used to calculate the average flow tributary to each manhole.

3.2 Flow Monitoring and Unit Flow Factors – We will select locations to flow monitor and develop sewer unit flow factors for various land use types. Based on our experience, flow monitoring becomes more and more unreliable as the flow depth in the sewer pipe decreases. More accurate measurements result from larger tributary areas, resulting in larger flows with sufficient flow depth. Typically, unit flow factors can be developed for single family residential land uses from sewer flow monitoring data because large areas of single family residential uses can usually be isolated and flow monitored at one or more locations. It is more difficult to isolate large areas of multi-family, commercial, industrial, and institutional land uses. Additionally, because of large variation in industrial land use types and their flow generation, unit flow factors are even more difficult to develop for this land use. We will generate sewer flows from water use for industrial,

and possibly some of the commercial areas. If needed, we will utilize water use records to supplement the flow monitoring information to develop the unit flow factors. For example, if a large tributary area encompasses commercial and industrial uses, we can install a flow monitor to capture the total sewage flows but then we can separate out the portion from commercial areas and the portion from the industrial uses by analyzing the water use of each. Depending upon what information is available, we can develop unit flow factors based on acreages, dwelling units, building square footage, population or a combination.

3.3 Peaking Relationships - Flow monitoring data will be obtained in 15 minute intervals for each site. We will generate dry weather peaking criteria based upon the diurnal flows recorded by the flow monitors. It is anticipated that different peaking relationships may be used for the various sewersheds to reflect their land uses, size, and specific conditions. We will recommend a wet weather peaking relationship as well based upon our experience.

3.4 Model Calibration - *Per discussions with the City, we included 16 flow monitors for 7 days to capture dry weather data.*

We will utilize the flow monitoring information to calibrate the model with the existing system and existing land uses. Model calibration work will be performed with the dry weather flows. Calibration will first involve matching the model average and peak flows to the flow monitoring results. Unit flow factors and peaking relationships will be adjusted until a close match is obtained.

Task 4: Capacity Analysis

4.1 Collection System Hydraulic Analysis - We will review and update the City's criteria for depth to diameter ratios, such as for pipes 15-inch and smaller, and 18-inch and larger.

The analyses conducted with the peak dry weather flows for calibrating the model will constitute the existing system analysis. We will identify the deficiencies based on the criteria

selected, and formulate replacement and/or relief projects to mitigate the capacity deficiencies. Depending on the location of the calculated deficiencies, we may request additional flow monitoring to verify the calculated deficiencies.

The following scenarios will be analyzed:

1. Existing system with current flow conditions
2. Existing system with future flow conditions (includes future development loads)
3. Existing system plus recommended improvements with future flow conditions

The future flow conditions will include loads anticipated to contribute to the sewer system by the major development projects currently under construction and under review. Details of each development (land use type, number of dwelling units, etc.) will be provided by the City's planning department. We will utilize the developed unit flow factors for each land use type to estimate future sewage loads.

4.2 Lift Station Hydraulic Analysis – We will review and update the City's lift station criteria for wet well capacity, pump capacity, number of pumps, storage, emergency power, and other redundancies to minimize the possibility of overflows. We will evaluate the City owned sewer lift stations. This work will include review of construction plans, design calculations, pump curves, shop drawings, SCADA data, and maintenance records, as well as a thorough field review. If the lift station has flow meters, we will utilize the information from the flow meters for capacity analysis, as well as the adequacy of the wet wells to preclude frequent cycling of the equipment. We will also analyze the lift stations for average, peak dry weather, and peak wet weather capacity. We will then determine if the appropriate level of redundancy as well as emergency wet well capacity is available to avoid overflows. We will determine if each the lift station meets the criteria established and

current industry standards. We will then make recommendations for bringing it up to current standards. We will also interview the City's engineering and O&M staff to develop insight into the existing facilities.

Task 5 – Condition Assessment

5.1 Closed Circuit Television Inspections – Not included in current scope

5.2 Collection System Condition Assessment – Not included in current scope

5.3 Lift Station Condition Assessment – Condition assessments of the three lift stations will be conducted. We will review available maintenance records pertaining to each of the lift stations. We will visit each lift station to conduct a thorough inspection of the facilities. We will interview City O&M staff to gain insight into the operation and maintenance of each of the lift stations. We will document all necessary information for evaluating the condition of the lift stations.

Task 6 –Review Known Hot Spot Locations

There are 59 known hot spot locations (list provided by City) in the City's sewer system. Per the 2016 SSMP, the City updates its hot spot list on a monthly bases or more frequently as needed. Locations are added to the hot spot list if it is found to be a location of frequent fats, oils, and grease (FOG) or debris buildup, flow issues, or root issues. Per the 2016 SSMP, there is only one siphon location in the system, but the RFP suggests there may be more than one location. The City would like to have the hot spot and siphon locations reviewed and possible solutions provided as a part of the Sewer Master Plan recommendations. For purposes of this proposal, we have assumed that there are approximately 65 hot spot locations to review and make recommendations for.

We will review CCTV inspections for all hot spot locations except for the siphons, which cannot typically be inspected due to the vertical bends in the lines and the bypass flow requirements. We

will confirm the presence of grease, debris, roots and/or flow issues caused by such defects as sags and offset joints. We will interview City staff about the problems experienced in the field and make recommendations for maintenance programs, improvements, and/or further investigations.

We will review as-built plans for the siphons and interview City staff about problems experienced in the field. If possible, we will make recommendations for flow diversions to eliminate the siphons from the system.

Task 7 – Review Jurisdictional Codes

We will review all the latest Federal, State, and Local Regulations and appraise City staff on the status. The primary regulation that will guide the study is the State General Waste Discharge Requirements.

Task 8 – Capital Improvement Program

We will develop a prioritized Sewer Capital Improvement Program (CIP) with cost estimates based upon the collection system and pump station hydraulic analyses and the condition assessments. The highest priorities will be given to verified capacity deficiencies and structural defects that may fail and cause overflows.

Task 9 – Sewer Master Plan Document

The work effort and the results will be presented in a Sewer Master Plan report. At a minimum, the report will include: Executive Summary, Introduction, Study Area, Criteria, Existing System, Future System, Hydraulic Model, Capacity Analysis, Condition Assessment, and Capital Improvement Program.

The report will include clear exhibits of appropriate scale to illustrate the data used, analyses performed, and the recommendations. Appendices will include the backup information utilized in

formulating the recommended improvements.

We will submit a draft report (5 copies) for City review. We will then meet with the City to discuss the review comments. Following the incorporation of City staff comments, we will submit one electronic copy and five (5) bound copies of the Final Sewer Master Plan report.

Task 10 – Public Meeting Presentations

Our Cost Proposal includes time to attend two (2) public meetings to present the findings of the Sewer Master Plan. We will work with City staff in preparing presentation materials, such as power point presentations, and either make presentations, or support the City staff in making the presentations.

Task 11 – Sewer System Management Plan Audit

We will prepare a SSMP Audit report that shall focus on evaluating the effectiveness of the SSMP and the City's compliance with the SSMP requirements identified in the State Water Resources Control Board's Order No. 2006-003. The audit report will include the identification of any deficiencies in the SSMP and the recommendations to correct them. It will focus on the previous two years (2017-2018) since the audit is a bi-annual report. We will request the following additional data for the SSMP Audit:

- Overflow Response Plan
- Sewer Design Standards
- FOG Program Documentation
- Sewer cleaning log database for 2017-2018 (including hot spots)
- Sewer lift station maintenance logs for 2017-2018
- Legal Authority Documentation
- Sewer Design Standards
- SSO reports for 2017-2018

- Any complaint records related to the sewer system for 2017-2018
- Any emergency sewer repair records for 2017-2018

We will provide five (5) hard copies and one (1) electronic PDF file of the draft report. Upon review, the City will provide comments. A final report will then be generated which integrates the City's comments. Five (5) hard copies and one (1) electronic PDF file of the Final report will be provided.

Quality Control Plan

Our Project Managers review the work weekly with the Project Engineers for technical content and schedule. This allows us to address any issues in a timely manner, and maintains our projects on schedule. Our assigned Quality Control Manager reviews the work product bi-weekly, and prior to any milestone submittal. His/her comments are discussed with the Project Manager and Project Engineer following each QA/QC review, and they are addressed immediately. The reviews include completeness and accuracy of the work product. Milestone submittals include constructability and bidability of the projects by our construction management professionals.

Our QA/QC Program will require our sub-consultant to implement a similar program, and certification that QA/QC program has been implemented. We will then review the work as we review the in-house work prior to submittal to the client.

Exceptions / Deviations

AKM Consulting Engineers does not have any exceptions or deviations from the RFP. AKM accepts the contract requirements of the proposed professional services agreement as set forth in Section IV of the RFP.

EXHIBIT B

FEE



AKM Consulting Engineers

553 Wald

Irvine, CA 92618

Telephone: 949.753.7333 Facsimile: 949.753.7320

www.akmce.com

*Water Resources
Infrastructure
Construction Management*

November 21, 2019

City of Brea – Public Works Department

Engineering Division

1 Civic and Cultural Center

Brea, CA 92821

Attn: Mr. Michael Ho, P.E., Deputy Director of Public Works / City Engineer

Subject: Sewer System Master Plan Update

Dear Mr. Ho:

In response to your request for proposals dated August 16, 2019, Addendum 1 (8/19/19), Addendum 2 (9/13/19), Addendum 3 (9/18/19), and subsequent discussions regarding condition assessment of the gravity sewer system and temporary flow monitoring, AKM Consulting Engineers is pleased to submit our proposal to provide professional engineering services for the Sewer System Master Plan Update for the City of Brea. Our submittal elaborates on AKM's unsurpassed ability and project experience in master planning. AKM Consulting Engineers is a multi-disciplinary professional organization that specializes in providing water resources engineering and related services to a client list of over 80 cities and public agencies in the Southern California area. From our office located in Irvine, with a staff specializing in water resources projects, AKM can provide immediate, responsive and effective service to the City of Brea (City).

Contact information for this proposal is:

Zeki Kayiran, P.E., Principal

Email: zkayiran@akmce.com

AKM Consulting Engineers, Inc.

Address: 553 Wald, Irvine, CA 92618

Phone: 949-753-7333

FAX: 949-753-7320

California Secretary of State Entity Number: C1569366

Federal Employer ID: 33-0422066 Number of Employees: 25

The project team for the Sewer Master Plan project includes:

- **Mr. Zeki Kayiran, P.E.** a Principal with AKM for over 29 years, has 45 years of water resources engineering and management expertise and has been responsible for the completion of 38 sewer master plans, master plan updates, and Sewer System Management Plans (SSMP), and has provided expert witness services to several public agencies on issues involving their sewer systems. Mr. Kayiran will serve as the Project Manager.
- **Ms. Diann Pay, P.E.**, a Principal Engineer with AKM for 23 years, is our Director of Planning and has been responsible for successful completion of 32 sewer system master plans, master plan updates, and SSMPs. She will serve as the Project Engineer.

Our Project Team includes two (2) local sub-consultants to assist AKM in providing superior technical services for the project as follows:

1. DCSE will provide GIS services

Contact Person: Ms. Haritha Vendra

Email: hvendra@dcse.com

Address: 23461 S. Pointe Dr, Ste 300, Laguna Hills, CA 92653

Phone: 949-465-3417

FAX: 949-586-8141

2. ADS Environmental Services will perform flow monitoring services.

Contact Person: Mr. Paul Mitchell, P.E.

Email: PMitchell@idexcorp.com

Address: 15201 Springdale St, Huntington Beach, CA 92649

Phone: 714-379-9778 xt.223

FAX: 714-379-9588

We have reviewed all available documents in detail, and familiarized ourselves with the City's sewer system. We have the resources to complete the project within the schedule provided in our proposal

The members of our project team have personally served as the engineer-in-responsible-charge for the development of these master plans. Combined as a group, we offer the City of Brea a superb team that will provide full efficiency and attention to all elements of project detail as well as technical and managerial depth ensuring the development of a successful sewer master plan update.

We appreciate the opportunity to submit our proposal, and look forward to being of service to the City of Brea on this most important project. Our proposal is valid for 90 days from the date of this submittal. Should you have any questions or require any additional information, please do not hesitate to contact the undersigned or Ms. Diann Pay.

Sincerely,

AKM Consulting Engineers



Zeki Kayiran, P.E.

Principal

Table of Contents

1. Cover Letter	1
2. Qualifications, Related Experience, and References of Offeror.....	4
3. Proposed Staffing and Project Organization	14
4. Detailed Work Plan.....	32
5. Exceptions / Deviations.....	45
6. Fee Proposal.....	45
7. Past and Present Contracts Form	46
8. Project Schedule	46

Qualifications, Related Experience, and References of Offeror

AKM Consulting Engineers is a multi-disciplined professional organization that has specialized in providing wastewater, potable water, recycled water, and stormwater engineering and related services to public agencies in Southern California since its inception in 1990. AKM is a Small Business Enterprise (SBE) and a California Corporation. Contact information for this proposal is:

Contact information for this proposal is:

Zeki Kayiran, P.E., Principal

Email: zkayiran@akmce.com

AKM Consulting Engineers, Inc.

Address: 553 Wald, Irvine, CA 92618

Phone: 949-753-7333

FAX: 949-753-7320

California Secretary of State Entity Number: C1569366

Federal Employer ID: 33-0422066 Number of Employees: 25

The scope of services offered by AKM includes all facets of planning, design and construction management for wastewater, potable water, recycled water, and flood control projects. AKM has a

long and distinguished record of providing services to public agencies, through which we have maintained their hydraulic models; conducted repair and rehabilitation project services; as well as implemented capital improvement facility designs and construction management/support services.

A full listing of services offered by AKM is as follows:

PLANNING

- Project Planning
- Potable Water, Recycled Water, Waste Water, and Storm Water Master Plans
- Facility Planning
- Economic and Financial Planning
- Conjunctive Use Planning
- Sewer System Management Plans
- Rate Studies
- Urban Water Management Plans
- Water Supply Assessments

POTABLE WATER, RECYCLED WATER, WASTEWATER, AND FLOOD CONTROL

- Master Plans
- Water Treatment
- Water Reclamation
- Water and Recycled Water Pump Stations
- Wells
- Sewer Pump Stations and Force mains
- Stormwater Pump Stations
- Sewer Collection Facilities
- Storm Drains and Channels
- Transmission and Distribution Pipelines
- Reservoirs
- Capital and Facilities Plans
- Improvement Plans
- Hydraulic Analysis
- Hydraulic Structures
- Permitting and Regulatory Compliance
- Water Quality

TECHNICAL SERVICES

- Supervisory Control and Data Acquisition (SCADA)
- Geographic Information Systems (GIS)
- Scheduling
- CADD (Microstation, AutoCAD)

CONSTRUCTION SUPPORT

- Contract Administration
- Inspection
- Construction Management
- Resident and Field Services
- Procurement
- Start-Up and Acceptance
- Project Close-Out
- Estimating

STRENGTH AND STABILITY OF THE FIRM

AKM Consulting Engineers has been providing water resources engineering planning, condition assessment, design, and construction management/inspection services to public agencies for over 28 years. Over 90% of our work has consistently been with repeat clients, which is a testament to the quality of our work.

FIRM'S FINANCIAL CONDITION

Since its inception, AKM has remained in outstanding financial standing. AKM is willing and able to submit a complete financial statement for the past two years if asked by City of Brea. Our financial statement will include a balance sheet and income statement.

TECHNICAL STAFF

The technical staff of AKM is comprised of recognized experts in water resources planning, design, construction, operations, and management. Every assignment is managed by principals of the firm to ensure that the project receives detailed attention. All work is thoroughly reviewed by senior company officers and construction management staff prior to any milestone submittal or issuance of project documents, which results in successful projects.

COMPUTER APPLICATIONS

The achievement of superior engineering services is assisted by the continued implementation of advanced computer applications, modeling software, techniques and products. The office maintains in-house CADD capabilities, and engineering design work and computations are computer based. An in-house library of standard software application packages is maintained and continually updated. Our expertise in hydraulic modeling and analysis is simply unsurpassed.

PREVIOUS EXPERIENCE

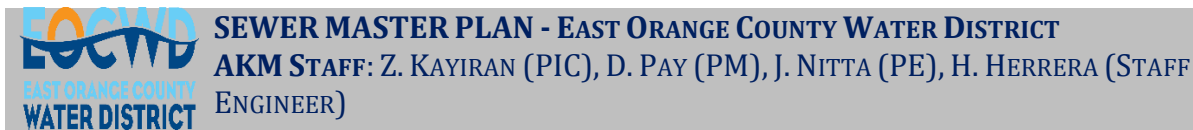
AKM has completed 38 sewer master plans/sewer system management plans and updates, including the Cities of Alhambra, Brea (2), Camarillo, Corona, Cypress (2), El Segundo (2), Fountain Valley (2), Inglewood, La Habra, Los Angeles, Manhattan Beach, Newport Beach (2), Norwalk, Ontario (3), Palos Verdes Estates (2), Redondo Beach, San Clemente, Seal Beach (3), Stanton (2), as well as for East Orange County Water District, Irvine Ranch Water District, Garden Grove Sanitary District (3) and Camarillo Sanitary District. Our Project Team members have been responsible for several other sewer master plans prior to their employment with AKM. Our experience includes all elements similar to the City of Brea's system, individually and in whole.

AKM has an immense history of providing wastewater system planning, design, and construction management services, as well as regulatory compliance assistance to public agencies. Our efforts in preparing components of the Waste Discharge Requirements for the Garden Grove Sanitary District were instrumental in a very favorable settlement of the Orange County Coastkeeper's lawsuit against the Garden Grove Sanitary District. In April 2006, AKM completed a three year contract with the City of Los Angeles Bureau of Sanitation assisting with condition assessment and capacity evaluation as part of the City's effort to comply with the terms of a settlement agreement resulting from a third party lawsuit. AKM established procedures for developing hydraulic models of Los Angeles' over 230 secondary systems by preparing the first such model for the City utilizing H2OMap Sewer. The Bureau of Sanitation has adopted the procedures developed by AKM for capacity evaluation of its secondary systems utilizing the updated versions of the computer program.

AKM's project team members have provided expert witness services to several of our clients on sewer facility construction, as well as Coastkeeper/NGO/State initiated lawsuits related to SSOs.

AKM staff was involved in the development of the Statewide General Waste Discharge Requirements by participating in the stakeholder meetings and extensively commenting on the draft Order. AKM, in cooperation with OCSD, developed the wastewater system evaluation tools for ASCE's Infrastructure Report Card. We have developed well calibrated models for all of our clients, and continue to maintain many of the models. Our proposed Project Engineer and Staff Engineer performing the gravity sewer condition assessment are NASSCO certified Pipeline, Manhole, and Lateral Assessors.

Specific examples of AKM's experience are included below. These projects are directly relevant for consideration within the content of the proposed project. All projects were performed by the individuals listed in this proposal and required a level of performance and addressed technical issues similar to those required by the proposed project.



East Orange County Water District provides sewer service to an area of approximately 10,000 acres and 18,000 customers. The gravity sewer system consists of approximately 171 miles of pipe, ranging in size from 4-inches to 27-inches.

The scope of work included the development of a calibrated hydraulic model, development of system evaluation criteria, determination of future development areas and loads, hydraulic capacity analysis, condition assessment of pipes and 500 manholes, and a risk analysis to prioritize gravity pipes and develop recommendations for future inspection, rehabilitation, and/or replacement work.

The gravity sewer risk analysis was conducted utilizing Innovyze's InfoMaster program, an ArcGIS based asset integrity management and capital planning software package. AKM compiled 7 years of historical CCTV data and used it along with the hydraulic model results to develop a likelihood of failure (LoF) for each pipe. The proximity to waterways and maximum rate of flow were utilized to develop the consequence of failure (CoF) for each pipe. The LoF and CoF were then used to assign each pipe a risk priority and a decision tree was created to also assign each pipe with an associated action item for future inspection and/or maintenance.



SEWER SYSTEM REHABILITATION PLAN - GARDEN GROVE SANITARY DISTRICT
AKM STAFF: Z. KAYIRAN (PM), D. PAY (PE), J. NITTA (SSMP UPDATE), H. HERRERA
(CONDITION ASSESSMENT, PHASE I), N. LOWE (CONDITION ASSESSMENT, PHASE I)

Garden Grove Sanitary District's wastewater collection system consists of 1,698,223 feet (321.6 miles) of gravity sewers ranging in size from 4-inch to 24-inch in diameter, and three (3) pump stations. It serves most of the areas within the City of Garden Grove boundaries, as well as portions of the Cities of Anaheim, Stanton, and Orange, and unincorporated Orange County territories, and conveys the tributary wastewater flows to Orange County Sanitation District trunk and interceptor sewers. The service area population is 180,000.

AKM Consulting Engineers has been performing the sewer system planning work for the Garden Grove Sanitary District since 1999. AKM completed the District's System Evaluation and Capacity Assurance Plan, and the Operation and Maintenance Plan of the SSMP, and recommended replacement, repair, and rehabilitation project. The Operation and Maintenance Plan included CCTV inspection and condition assessment of 1,800,000 feet of gravity sewers, and three sewer pump stations, and preparation of the Sewer System Rehabilitation Plan.

As a follow up to the initial inspections, AKM conducted CCTV inspection of the first 300,000 feet of gravity sewers, conducted condition assessment, and provided a new Sewer System Rehabilitation Plan in 2018. The plan included repair, rehabilitation, and replacement projects.

**SEWER MASTER PLAN - CITY OF CLAREMONT****AKM STAFF: Z. KAYIRAN (PIC), D. PAY (PM), J. NITTA (PE), H. HERRERA (STAFF ENGINEER), N. LOWE (STAFF ENGINEER)**

The City of Claremont's existing wastewater collection system service area is approximately 7,484 acres. The system is made up of 638,048 feet of gravity pipe, ranging in size from 4-inches to 18-inches. The system also includes one pump station and 374 feet of 6-inch ACP force main. There is approximately 2,643 manholes and cleanouts. All of the wastewater collected by the City is transported to one of the County Sanitation Districts of Los Angeles County's (CSDL) trunk sewers. The wastewater eventually is treated at the CSDL San Jose Creek Water Reclamation Plant (SJCWRP).

The objective of this study was to evaluate the capacity of the City's sewer collection system and provide a framework for undertaking the construction of new and replacement facilities for serving the wastewater collection needs in an efficient and cost effective manner, as well as evaluate and update the sewer connection fees. AKM verified sewer system geometry/mapping, delineated tributary areas, conducted flow monitoring, developed sewage unit flow factors and peaking relationships, and ultimately developed a calibrated hydraulic model. The model was then used to evaluate the capacity of the collection system pipes and identify existing and future capacity deficiencies. Capital improvement project recommendations with cost estimates were included in the Master Plan document.

The total buy-in cost was calculated based upon the replacement value of the existing facilities and the recommended improvement project costs for the next 5 years. Sewer connection fees for an equivalent residential unit (ERU) was then determined based upon the ratio of the buy-in cost and the total number of ERUs.

**SEWER MASTER PLAN - CITY OF CULVER CITY**

AKM STAFF: Z. KAYIRAN (PIC), D. PAY (PM), J. NITTA (PE), H. HERRERA (STAFF ENGINEER), N. LOWE (STAFF ENGINEER)

The City of Culver City's existing sewage collection system is made up of a network of gravity sewers and seven (7) sewer lift stations. The gravity system consists of approximately 87 miles (457,617 feet) of pipe with sizes ranging from 4-inches to 24-inches in diameter, and 2,000 manholes. Sewage from a portion of the City of Los Angeles territories enters Culver City's sewer system. This sewage along with all of the sewage generated within Culver City's service area are transported to one of the City of Los Angeles Outfall Sewers for further conveyance to the Hyperion Water Reclamation Plant. The City is under contract with the City of Los Angeles to treat an average of 6.7 mgd. At the time of the Master Plan study, the total sewage generation within the City's service area was estimated at 3.77 mgd.

In 2016, Culver City had an estimated resident population of 40,448, and a daytime population estimated at about 100,000 due to the industries located within the City. The City encompasses approximately 5 square miles of residential, commercial, and industrial land.

The scope of work of the Sewer Master Plan (SMP) included the development of a calibrated hydraulic model, development of system evaluation criteria, hydraulic capacity analysis,

condition assessment of lift stations, evaluation of the SCADA system, and the development of a comprehensive capital improvement program.

COLLABORATION WITH SUBCONSULTANTS

DCSE has collaborated with AKM on multiple master plan projects. DCSE has assisted AKM in reviewing as-built construction plans, making corrections/additions to GIS files, creating system atlas maps, locating service meters, and preparing data for importation to hydraulic model software.

The following are a list of projects DCSE was a sub-consultant to AKM:

- East Orange County Water District – Sewer GIS corrections/additions
- City of Ontario Water Master Plan - Hydraulic Model Geometry
- Moulton Niguel Water District Recycled Water Master Plan – Hydraulic Model Geometry
- Montebello Land & Water Company - Water GIS including GPS meter location, atlas maps
- City of Buena Park Water Master Plan - Hydraulic Model Geometry

ADS Environmental Services has collaborated with AKM on numerous sewer master plan projects, providing temporary sewer flow monitoring services. The following is a list of projects ADS was a sub-consultant to AKM:

- Irvine Ranch Water District Sewer Master Plan – Flow monitoring at 65 sites
- City of Culver City Sewer Master Plan – Flow Monitoring at 8 sites
- City of Claremont Sewer Master Plan – Flow Monitoring at 6 sites
- City of Brea Sewer Master Plan – Flow Monitoring at 16 sites
- City of Cypress Sewer Master Plan – Flow Monitoring at 6 sites
- City of Fountain Valley Sewer Master Plan – Flow Monitoring at 6 sites
- City of La Habra Sewer Master Plan – Flow Monitoring at 18 sites
- City of Manhattan Beach Sewer Master Plan – Flow Monitoring at 8 sites

- City of Norwalk Capacity Assurance Plan – Flow Monitoring at 3 sites
- City of Seal Beach Sewer Master Plan – Flow Monitoring at 3 sites
- City of Stanton Sewer Master Plan – Flow Monitoring at 5 sites

REFERENCES

AKM Consulting Engineers has completed, and/or is currently working on construction management assignments for the following clients. Contacts are listed for your reference to confirm the quality of our work and responsiveness provided by AKM. Sample projects experiences and descriptions are listed in the Section above.

East Orange County Water District – 185 N. McPherson Road, Orange, CA 92869

Contact: Ms. Lisa Ohlund, General Manager

Phone: (714) 538-5815 **Email:** lohlund@eocwd.com

Garden Grove Sanitary District – 13802 Newhope St, Garden Grove, CA 92843

Contact: Mr. Brent Hayes, Public Works Supervisor

Phone: (714) 741-5976 **Email:** brenth@ci.garden-grove.ca.us

City of Claremont – 207 Harvard Avenue, Claremont, CA 91711

Contact: Mr. Vincent Ramos, Associate Engineer

Phone: (909) 399-5395 **Email:** yramos@ci.claremont.ca.us

City of Culver City – 9770 Culver Boulevard, Culver City, CA 90232

Contact: Mr. Mate Gaspar, Engineering Manager

Phone: (310) 253-5602 **Email:** mate.gaspar@culvercity.org

Proposed Staffing and Project Organization

AKM Consulting Engineers provides an in-house multi-disciplinary staff of professionals who are recognized specialists in their areas of expertise. The staff members have superb technical training and academic backgrounds. Furthermore, they regularly attend technical seminars to keep abreast of the professional developments in their fields.

AKM's Project Team is well qualified to undertake the scope of services and provide superior technical and project management services. All personnel assigned to this project are recognized technical specialists in the development of calibrated wastewater collection system models and capacity evaluations, condition assessment, master plans, and sewer system management plans. All proposed AKM staff is located in its Irvine, California office. The key staff assigned to the project will not be reassigned. They are listed in the table below, along with their estimated time commitments to the project. They will be fully committed to the project tasks when a task is being worked on as needed in general accordance with the schedule.

The following provides brief descriptions of their roles and experience. Resumes describing specific experience of the Team members are included in this section.

ZEKI KAYIRAN, PE - AKM Consulting Engineers; **Position:** Principal; **Project Role:** Project Manager; **Registration:** RCE CA 1978 (C29330); **Education:** M.S, Civil Engineering – CSULB; B.S., Civil Engineering – Robert College; **Years of Experience:** 45; **Years with AKM:** 29; **Time Availability:** 30%

Zeki Kayiran, P.E. a Principal with AKM, has been responsible for completion of 39 sewer master plans/sewer system management plans and updates, 55 sewer pump station designs, and numerous gravity sewer and forcemain projects. He has served as the contract District

Engineer for the Garden Grove Sanitary District, and provided special services to the City of Los Angeles Bureau of Sanitation including developing procedures for secondary system capacity evaluation, and primary system wet weather trigger flows. He has served as public agency expert witness on wastewater system related issues. He will serve as the Project Manager for this project.

DIANN PAY, PE – AKM Consulting Engineers; **Position:** Project Engineer; **Project Role:** Project Engineer; **Registration:** RCE CA 2002 (C60298); NASCCO PACP, MACP, LACP Certified (U-1003-947); **Education:** M.S. in Environmental Water Resources, UC Berkeley; B.S. in Civil Engineering, UCLA; **Years of Experience:** 23; **Years with AKM:** 23; **Time Availability:** 50%

Ms. Diann Pay, P.E., a Principal Engineer with AKM is our Director of Planning and has been responsible for the successful completion of 34 sewer master plans/sewer system management plans and updates. Ms. Pay is a NASCCO certified pipeline, manhole, and lateral assessor. She oversees maintenance of several calibrated hydraulic models for our clients, and conducts special studies on an as needed basis. She has developed modeling manuals and trained the staffs of the City of Corona and Garden Grove Sanitary District in the use of the models. She will serve as the Project Engineer for this project.

JOHN LOAGUE, PE - AKM Consulting Engineers; **Position:** Principal; **Project Role:** QA/QC Manager; **Registration:** RCE CA 1993, C-50292; **Education:** B.S., Chemical Engineering- California State University Long Beach; **Years of Experience:** 34; **Years with AKM:** 26; **Time Availability:** 5%

Mr. John Loague, P.E., an AKM Principal, has served as the project manager, project engineer,

or quality assurance manager on 13 sewer master plan assignments. He has extensive experience in the design of sewer pump stations, siphons, and gravity sewers, including replacement and rehabilitation projects. He will be responsible for the quality assurance and quality control for the project, reviewing the work throughout its development to ascertain that AKM's commitment to delivering highest possible quality work is met.

HALY HERRERA - AKM Consulting Engineers; **Position:** Associate Engineer; **Project Role:** Gravity Main Condition Assessment; **Professional Registration:** NASCCO PACP, MACP, LACP Certified (U-1014-06022537); **Education:** B.S. Civil Engineering UC Irvine; **Years of Experience:** 6; **Years with AKM:** 6; **Time Availability:** 50%

Ms. Haly Herrera is an Associate Engineer for AKM Consulting Engineers. She has specialized in the planning of wastewater, water, and recycled/non-domestic water systems. She has completed condition assessments and risk assessments for the Garden Grove Sanitary District, East Orange County Water District, and Irvine Ranch Water District. She also worked on developing rehabilitation and replacement recommendations for over 170 specific locations for the City of Redondo Beach sewer system. She will be responsible for the condition assessment of the collection system, and assisting with the development of improvement recommendations.

NICHOLAS LOWE, EIT - AKM Consulting Engineers; **Position:** Associate Engineer; **Project Role:** Hydraulic Model & Analysis; **Education:** B.S. Civil Engineering UC Irvine; **Years of Experience:** 5; **Years with AKM:** 5; **Time Availability:** 70%

Mr. Lowe is a staff engineer for AKM Consulting Engineers. In this capacity he specializes in planning and design of water, recycled/non-domestic water, and wastewater systems. His

sewer modeling experience includes developing and updating models for the cities of Claremont, Seal Beach, and Culver City. He was assisted with the Regional Connection Study for the City of Ontario and the Sewer Master Plan for the Irvine Ranch Water District.

STEVE PATTERSON – AKM Consulting Engineers; **Position:** Senior Field Engineer/Inspector; **Project Role:** Lift Station Assessment; **Years of Experience:** 32; **Years with AKM:** 11; **Time Availability:** 10%

Mr. Steve Patterson, a Construction Manager/Senior Resident Engineer, has over 30 years of public infrastructure construction, operation, maintenance, and design experience. Mr. Patterson has significant experience managing and inspecting construction with an emphasis in public works capital improvement projects. He has served as a Utilities Operations Supervisor for a municipally owned water/wastewater utility. Additionally, Mr. Patterson has thorough knowledge of, and training in occupational hazards and safety precautions and requirements as they pertain to the construction, operations and repair of public works infrastructure. Mr. Patterson is also thoroughly familiar with the requirements of Caltrans and the U.S. Army Corp. of Engineers for State and Federally funded local projects. He will be responsible for the lift station assessments for this project.

HARITHA VENDRA – DCSE; **Project Role:** GIS Services; **Registration:** GISP 90290; EIT 116976; **Education:** M.S. Civil Engineering – University of Texas; B.S. Civil Engineering – Osmania University, India; **Years of Experience:** 15; **Time Availability:** 100%

DCSE is a California based Engineering and GIS consulting firm specializing in developing solutions to help municipal and quasi-government agencies, engineering firms and private utilities. DCSE has the knowledgeable staff and the well-rounded expertise to provide a broad range of integrated GIS

services, from needs assessment and implementation to GIS data conversion, Geodatabase migration, and advanced application development. DCSE's principals have been involved with GIS since the middle 1980's. For more than a decade they have applied GIS solutions to a variety of problems and have developed a diverse set of GIS skills. GIS Services will be under the direction of Ms. Haritha Vendra.

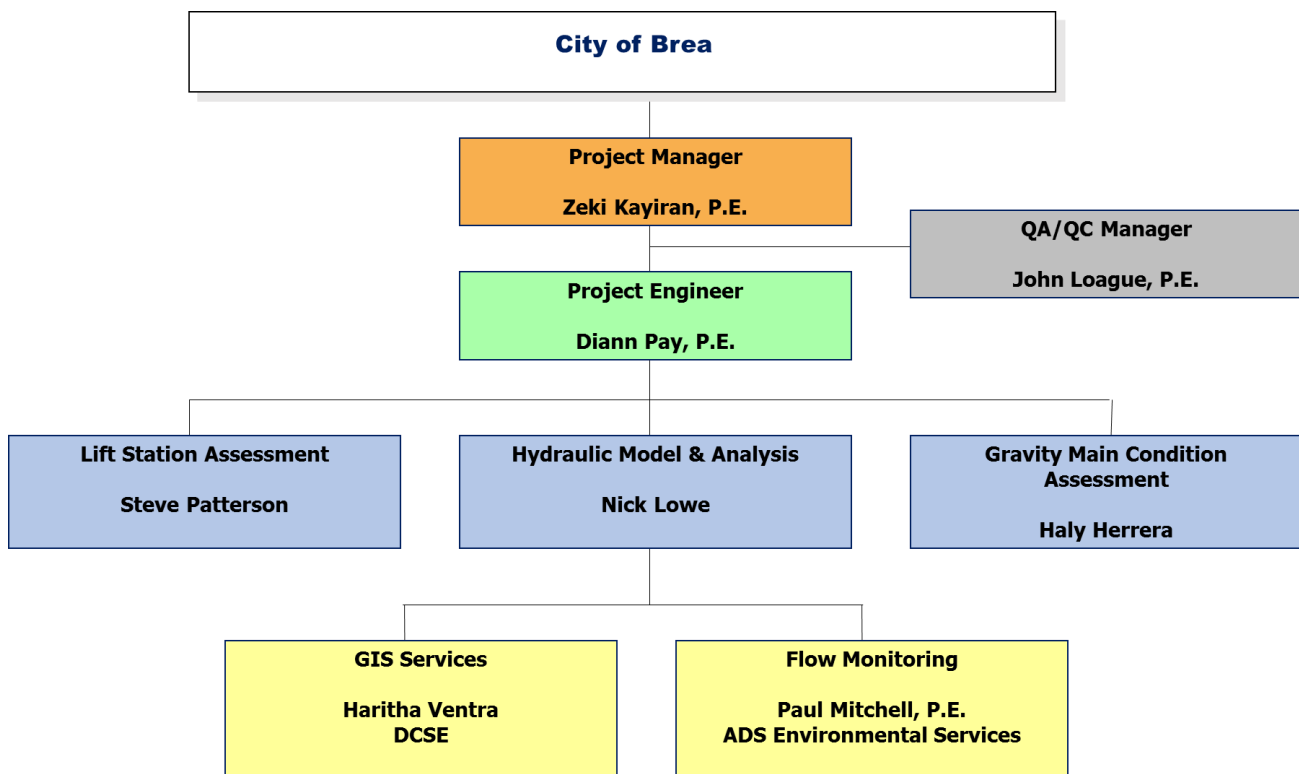
PAUL MITCHELL, PE – ADS Environmental Services; **Project Role:** Flow Monitoring;
Registration: RCE CA 049436, NV PE016878; **Education:** M.S. Program Core Courses – CSU Long Beach; B.S. Chemical Engineering – Cal State Polytechnic University Pomona; **Years of Experience:** 25; **Time Availability:** 100%

ADS Environmental Services, a division of ADS LLC, provides industry-leading solutions for wastewater flow monitoring, data analysis, reporting and field services. ADS has completed over 4,000 flow monitoring projects in over 3 billion linear feet of pipe, becoming the most respected collection system flow information services company in North America. The scope of projects range from short-term studies such as one flow monitor for one week to hundreds of flow monitors installed for years. Virtually every large municipality in California has utilized ADS services to assist them with their important flow monitoring projects including cities with EPA and RWQCB enforcement orders. AKM used the services of ADS on nearly all of our sewer master plan projects, dating back to 1995.

Flow monitoring work will be performed under the direction of Mr. Paul Mitchell, PE. Mr. Mitchell has over 25 years of experience with emphasis in wastewater collection systems, municipal waste, and environmental assessment/ site remediation.

PROJECT ORGANIZATIONAL CHART

The Project Team organization is illustrated on the Project Organizational Chart. In addition to the key personnel shown on the organizational chart, AKM has 15 additional support personnel available to assist on the project, as necessary. Key personnel will be available for the extent proposed for the duration of the project, and shall not be removed or replaced without the prior written consent of the City.





Mr. Zeki Kayiran, P.E.

Position: *Principal*

Project Role: *Project Manager*

Registration: *Registered Civil Engineer, California C29330*

Education: *Master of Science, Civil Engineering – California State University, Long Beach*

Bachelor of Science, Civil Engineering – Robert College

Years of Experience: *45*

Years with AKM: *29*

Mr. Kayiran, a Principal with AKM, provides comprehensive technical and management expertise in the planning, design, and construction management of a wide variety of engineering projects. His professional background includes a blend of consulting engineering and academic experience, including part-time instruction in the field of fluid mechanics and hydraulic design at California State University, Long Beach.

Mr. Kayiran's sewer system planning experience includes the following:

- Sewer Master Plan, City of Ontario – Principal in Charge
- Sewer Master Plan, Culver City – Principal in Charge
- Sewer Master Plan, City of Claremont – Principal in Charge
- Sewer Master Plan, City of Seal Beach – Principal in Charge
- East Orange County Water District Sewer Master Plan – Principal in Charge
- Regional Connection Study, City of Ontario – Principal in Charge
- Sewer System Rehabilitation Plan, Garden Grove Sanitary District – Project Manager
- Sewer Collection System Master Plan, Irvine Ranch Water District – Principal in Charge
- Sewer Condition Assessment, City of Redondo Beach – Principal in Charge
- System Evaluation and Capacity Assurance Plan, City of El Segundo – Principal in Charge
- Sewer Master Plan and Update, City of Stanton – Principal-in-Charge
- Sewer Master Plan, City of Ontario Old Model Colony – Project Manager
- Waste Discharge Requirements Compliance, Garden Grove Sanitary District – Project Manager

- Sewer System CCTV Inspection, Condition Assessment, and Design of Replacement and Rehabilitation Projects at Various Locations, City of Redondo Beach – Project Manager
- Wastewater Master Plan, City of Manhattan Beach – Project Manager
- Waste Discharge Requirements Compliance, City of Newport Beach - Project Manager
- Sewer Master Plan, City of Newport Beach - Project Manager
- Sewer System Management Plan, City of Norwalk – Project Manager
- Sewer System Management Plan, Camarillo Sanitary District – Project Manager
- Sewer Master Plan, City of Alhambra (2) – Project Manager
- Sewer System Master Plan and Rate Study, City of El Segundo (2) - Project Manager
- Sewer System Management Plan and Rate Study, City of Brea (3) - Project Manager
- Sewer Master Plan and Rate Study, City of Fountain Valley (2) - Project Manager
- Sewer Master Plan, City of Ontario New Model Colony – Project Manager
- Sewer System Management Plan, City of Inglewood - Project Manager
- Sewer Master Plan and Rate Study, City of Cypress – Project Manager
- Lift Station No. 7, No. 3, and No. 2, City of Alhambra – Project Manager
- Sewer Pump Station No. 6, No. 3 and No. 2, Camarillo Sanitary District – Principal in Charge
- Ward Sewage Lift Station Upgrade, City of Fountain Valley – Principal in Charge
- Edgewater Sewage Lift Station, City of Huntington Beach - Principal in Charge
- Pump Station No. 1 and No. 7, City of El Segundo – Project Manager
- Rocky Point and Paseo Del Mar Lift Stations, City of Palos Verdes Estates – Project Manager
- Tiffany and Belgrave Sewer Pump Stations, Garden Grove Sanitary District – Project Manager
- Pump Station No. 35, City of Seal Beach – Project Manager



Ms. Diann Pay, P.E.

Position: Project Engineer

Project Role: Project Engineer

Professional Registration

*Registered Civil Engineer,
California, C60298*

*NASCCO PACP, MACP, LACP
Certified [U-1003-947]*

Education:

*Bachelor of Science in Civil
Engineering, University of
California, Los Angeles*

*Masters of Science in
Environmental Water
Resources, University of
California, Berkeley*

Years of Experience: 23

Years with AKM: 23

Ms. Pay is the Director of Planning for AKM Consulting Engineers. In this capacity she specializes in planning and design of water, recycled/non-domestic water, and wastewater systems. Ms. Pay's previous sewer master planning and sewer system related projects includes:

- Ontario Sewer Master Plan Update – Project Manager
- East Orange County Water District Sewer Master Plan – Project Manager
- Ontario Regional Connection Study – Project Manager
- Sewer Master Plan for Culver City – Project Manager
- Sewer Master Plan Update for the City of Seal Beach – Project Manager
- Sewer Collection System Master Plan for the Irvine Ranch Water District – Project Manager
- Sewer Master Plan for the City of Claremont – Project Manager
- Sewer Condition Assessment for the City of Redondo Beach – Project Manager
- System Evaluation and Capacity Assurance Plan for the City of El Segundo –Project Manager
- Rehabilitation & Replacement Program, Phase 1 for the Garden Grove Sanitary District – Project Manager
- WDR Compliance for the Garden Grove Sanitary District – Project Engineer
- OMC & NMC Sewer Master Plan Update for the City of Ontario (3) - Project Engineer

- Sewer Hydraulic Model User's Manual and Tutorials for the Garden Grove Sanitary District - Project Engineer
- System Evaluation and Capacity Assurance Plan, Rehabilitation and Replacement Program, Operation and Maintenance Program for the City of Redondo Beach - Project Engineer
- Sewer Master Plan for the City of Manhattan Beach - Project Engineer
- Sewer Master Plan for the City of Newport Beach - Project Engineer
- Sewer System Rehabilitation Plan for the City of Alhambra - Project Engineer
- Waste Discharge Requirements Compliance for the City of Brea (2) - Project Engineer
- Sewer System Management Plan for the Camarillo Sanitary District - Project Engineer
- System Management Plan for the City of Norwalk Sewer - Project Engineer
- Sewer Master Plan for the City of Stanton - Project Engineer
- Sewer Master Plan for the City of Cypress (2) - Project Engineer
- Coast Trunk Sewer for the Garden Grove Sanitary District - Engineer
- Sewer Master Plan for the City of Alhambra - Project Engineer
- Sewer System Management Plan for the City of Inglewood - Project Engineer
- Sewer Master Plan for the City of Fountain Valley (2) - Project Engineer
- Sewer Master Plan for the City of Alhambra (2007) - Project Engineer
- Brookhurst Triangle Relief Sewer for the Garden Grove Sanitary District - Engineer
- Sewer Master Plan for the City of Seal Beach (2) - Staff Engineer
- Sewer Master Plan for the City of La Habra - Project Engineer
- Sewer Master Plan for the City of Palos Verdes Estates (2) - Project Engineer
- Sewer System Master Plan for the City of Corona - Lead Engineer



Mr. John Loague, P.E.

Position: Principal

Project Role: QA/QC

Registration:

Registered Civil
Engineer, California, C-
50292

Education:

Bachelor of Science in
Chemical Engineering-
California State
University, Long Beach,
California

Years of Experience: 34

Years with AKM: 26

Mr. Loague, a Principal with AKM, has a broad background in the civil engineering field encompassing the planning, design and construction management of pumping, pipeline and transmission facilities, storage, and treatment facilities, as well as sewage collection systems, and reclamation facilities. Illustrative of Mr. Loague's Sewer Master Plan experience includes:

- Sewer Master Plan Update for the City of Seal Beach – QA/QC
- Sewer Master Plan for Culver City – QA/QC
- Sewer Master Plan for the City of Claremont – QA/QC
- SECAP and O&M Program for the City of Redondo Beach – Lead Engineer & QA/QC
- Sewer Master Plan for the City of Manhattan Beach – QA/QC
- Sewer System Management Plan and Rate Study for the City of Norwalk (2) – QA/QC
- Sewer System Management Plan and Rate Study for the City of Brea (3) – QA/QC
- Sewer Master Plan for the City of Alhambra (2) – QA/QC
- Sewer Master Plan for the City of Ontario New Model Colony – QA/QC
- Sewer Master Plan for the City of Fountain Valley (2) – Project Engineer
- Sewer System Master Plan, and SECAP for the City of El Segundo (2) – Project Engineer & QA/QC
- Sewer System Management Plan and Rate Study for the City of Seal Beach – Project Engineer
- Sewer Master Plan for the Garden Grove Sanitary District (2) - QA/QC
- Sewer Master Plan for the City of San Clemente - Project Engineer



Ms. Haly Herrera

Position: Associate Engineer

Project Role: Gravity Main Condition Assessment

Registration:
NASSCO U-1014-06022537

Education:
Bachelor of Science in Civil Engineering, University of California, Irvine

Years of Experience: 6

Years with AKM: 6

Ms. Herrera is an Associate Engineer with AKM Consulting Engineers. In this capacity she has specialized in the planning of water, recycled/non-domestic water, and wastewater systems. She is a certified pipeline, manhole, and lateral assessor by the NASSCO Pipeline Assessment and Certification Program. Her related experience includes:

- Rehabilitation and Replacement Program, Phase I for the Garden Grove Sanitary District – Staff Engineer
- Sewer Condition Assessment for the City of Redondo Beach – Staff Engineer
- Sewer Master Plan Update for the City of Ontario – Staff Engineer
- East Orange County Water District Sewer Master Plan and Septic Tank Conversion Study – Staff Engineer
- Sewer Master Plan for Irvine Ranch Water Department – Staff Engineer
- Sewer Collection System Master Plan for the Irvine Ranch Water District – Staff Engineer
- System Evaluation and Capacity Assurance Plan for the City of El Segundo – Staff Engineer
- City of Camarillo Sewer Pump Station No. 2 Analysis – Staff Engineer
- Moulton Niguel Water District Del Avion Pump Station Analysis – Staff Engineer



Mr. Nicholas Lowe, EIT

Position: Associate Engineer

Project Role: Hydraulic Model & Analysis

Registration: EIT License No. 148682

Education:

Bachelor of Science in Civil Engineering, University of California, Irvine

Years of Experience: 5

Years with AKM: 5

Mr. Lowe is a staff engineer for AKM Consulting Engineers. In this capacity he specializes in planning and design of water, recycled/non-domestic water, and wastewater systems. He has also served as construction inspector for various AKM construction management projects. Mr. Lowe's previous experience encompasses a wide range of water resource projects:

- Sewer Master Plan for City of Culver City – Staff Engineer
- Sewer Master Plan Update for the City of Seal Beach – Staff Engineer
- Regional Connection Study for the City of Ontario – Staff Engineer
- Sewer Master Plan for Irvine Ranch Water Department – Staff Engineer
- Sewer Master Plan for the City of Claremont – Staff Engineer
- Butterfield Lift Station Force Main Partial Replacement Project for the City of Chino Hills - Staff Engineer
- Title 22 Filter 9 Repair Project for West Basin Municipal Water District – Construction Inspector
- Sewer Condition Assessment for the City of Redondo Beach – Staff Engineer
- Imperial Headgates and Weir Pond for Orange County Water District –Resident Engineer
- Edward C. Little Water Reclamation Facility Clean-in-Place Waste Discharge Project – Assistant Field Engineer / Inspector



Mr. Steve Patterson

Position: Senior Field Engineer/Inspector

Project Role: Lift Station Assessment

Years of Experience: 32

Years with AKM: 11

Certifications and Affiliations:

AWWA Cross Connection Control Specialist; NPDES Storm Water Quality Training for Construction Site Activities; California Department of Public Health Water Treatment Operator; California Department of Public Health Water Distribution Operator; Orange County Health Department Backflow Device Tester; Cla-Val, Engineering, Maintenance and Design ; California Rural Water Distribution System Maintenance and Design; OSHA HAZWOPER; NIMS 700; CJPIA: Management Academy; Haestad Methods: Water System Design and Hydraulic Modeling; First Aide & CPR

Mr. Patterson is a Construction Manager with AKM Consulting Engineers, and has over 30 years of experience in the Water/Wastewater Utilities field, during which time water distribution system design, construction, operations, maintenance, and repair, of water and wastewater infrastructure have been the emphasis of his career. Examples of these projects are as follows:

- Lift Station No. 7 for the City of Alhambra – CM
- Del Avion Wastewater Wet Well Rehabilitation, Moulton Niguel Water District - CM and RE
- Elimination of Sewer Pump Station 7 & Improvements to Sewer Pump Station 1, City of El Segundo – CM
- Structural Improvements & Recoating of Colima Reservoirs No. 2 and No. 3, Orchard Dale Water District – CM
- Sewer Lift Station No 3 Project, City of Alhambra – CM
- Paseo Del Mar Sewer Pump Station for the City of Palos Verdes Estates – CM and RE

- Rocky Point Sewer Pump Station, City of Palos Verdes Estates – Lead Inspector
- Partridge Lift Station & Thunderbird Sewer Project, Garden Grove Sanitary District – Lead inspector
- Tiffany Pump Station, Garden Grove Sanitary District – RE



Ms. Haritha Vendra

Project Role: *GIS Services*

Education:

*Masters in Civil Engineering with
Specialization in Water
Resources, University of Texas at
Arlington, Arlington, TX,
December 2001*

*Bachelor of Science in Civil
Engineering, Osmania University
(Hyderabad, India), May 1996*

Professional Registration:

GISP 90290; EIT License 116976

Years of Experience: 15

GIS Professional with over 15 years of experience in GIS data migration and conversions, and hydraulic modeling.

GIS Skills

Data conversion standard development; Spatial Analysis using 3D, raster and vector data; Utility network analysis; Route analysis; Data migration; Quality Assurance / Quality Control; Metadata Development; Setting up multi-user geodatabases with a versioned environment, Developing workflow for users to edit, maintain, and publish geodatabase; User Needs Analysis, Specs development; GIS task automation; GIS software installation and testing.

GIS and Hydraulic Modeling Projects

- East Orange County Water District – Sewer GIS corrections/additions
- City of Ontario Water Master Plan - Hydraulic Model Geometry
- Moulton Niguel Water District Recycled Water Master Plan – Hydraulic Model Geometry
- Montebello Land & Water Company - Water GIS including GPS meter location, atlas maps
- City of Buena Park Water Master Plan - Hydraulic Model Geometry
- Irvine Ranch Water District GIS Conversion
- Contra Costa Water District GIS
- City of Glendale Water System GIS
- City of Oceanside CMMS –GIS Integrations
- Moulton Niguel Water District Asset Management Enabled GIS



Mr. Paul Mitchell, PE

Project Role: Flow Monitoring

Professional Registration:

RCE California 049435; PE NV 016878

Education: M.S. Civil and Environmental Engineering – CSU Long Beach; B.S. Chemical Engineering – Cal State Polytechnic University Pomona

Years of Experience: 25

Paul has over 30 years of technical and engineering experience with an emphasis in wastewater collection systems, municipal waste, and environmental assessment/site remediation. He currently serves as Senior Region Engineer and Project Manager. His background includes work with long-term flow monitoring services for model verification, capacity studies for siphons, pump stations, and critical sewer segments, infiltration and inflow (I/I) analysis and prioritization studies, sewer system evaluation surveys such as physical inspections, smoke testing, as well as technical reporting and presentation.

Examples of sewer flow monitoring projects and studies that Mr. Mitchell has worked on include:

- East Bay Municipal Utility District, Wet Weather Sewer Flow Monitoring Study - Senior Project Manager
- City of San Jose, Numerous Sewer Flow Monitoring Studies - Sr. Project Manager
- City of Los Angeles, Wet Weather Sewer Flow Monitoring Study - Sr. Project Manager
- Orange County Sanitation District, Rain Dependent I&I Study - Sr. Project Manager
- San Francisco Public Utilities Commission, Wet Weather Sewer FM Study - Advisor.
- City of San Bernardino, Temporary Sewer Flow Monitoring Study - Sr. Project Manager
- Santa Cruz Count, Temporary Sewer Flow Monitoring Study - Sr. Project Manager
- City of Santa Barbara, Rain Dependent Inflow and Infiltration Study - Sr. Project Manager
- City of Burbank, Rain Dependent Inflow and Infiltration Study - Sr. Project Manager
- City of Fullerton, Rain Dependent Inflow and Infiltration Study - Sr. Project Manager

Project Understanding

Background - The City of Brea (City) owns and operates a sewer collection system that provides service to a population of about 44,000. The sewer service area includes the entire area within the corporate boundaries, as well as portions of unincorporated Orange County and a small portion of the City of Placentia. The City's sewer collection system is comprised of approximately 114.3 miles of pipe ranging in diameter from 8-inches to 27-inches. The majority of the collection system pipes are vitrified clay pipe. The system dates back to the 1920's, but a large portion of it was built from 1960 to 1980. There are three sewage lift stations and associated forcemains. Wastewater generated in the City's service area is generally conveyed south and west to one of several points of connection with the Orange County Sanitation District's (OCSD) sewer system.

Previous Studies - The City's last sewer master plan was completed in 2005. The current hydraulic model was developed at that time and was calibrated to flow monitoring data collected in December 1999. This information is outdated considering the changes in water use that Southern California communities have experienced during the recent drought periods. The City has also completed all of the recommended improvements outlined in the 2005 Sewer Master Plan. The model is therefore in need of an update to reflect the sewers constructed since 2005 as well as the change in loads.

The City's latest Sewer System Management Plan (SSMP) was completed in 2016. The plan ensured compliance with current Waste Discharge Requirements (WDR) and NPDES orders. A bi-annual audit is required to evaluate the City's performance in operating and maintaining its sewer system.

Purpose - The City desires to prepare a sewer master plan, which will:

- Evaluate the capacity of its system through a well calibrated hydraulic model, and the ability of the system to handle the existing and future peak flows from the service area.
- Identify existing hydraulic deficiencies
- Provide recommendations for upgrades to the system which will be able to convey the ultimate flows
- Assess the condition of the sewer lift stations
- Provide potential solutions of localized siphons and other maintenance issue areas
- Develop a comprehensive prioritized Capital Improvement Program with cost estimates
- Complete a Sewer System Management Plan program audit

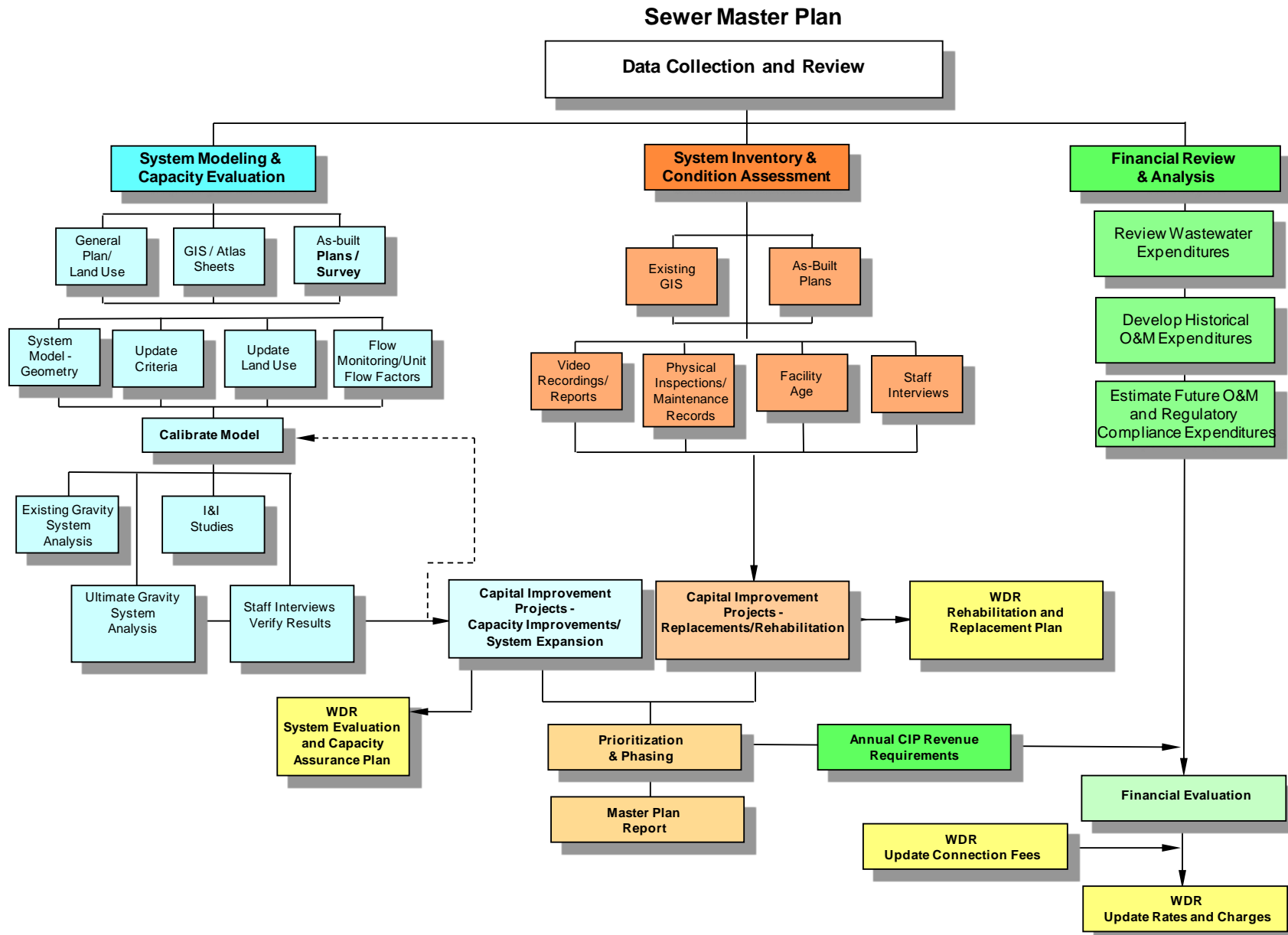
Detailed Work Plan

Our approach to the work is based upon our extensive experience in delivering high quality work within schedule and budget. The flow chart illustrated on Page 34 summarizes the key elements of a sewer master plan study. Not all tasks shown in the flow chart, such as condition assessment of the gravity sewer system or financial review and analysis, are included in this proposal, but are provided to show the elements of a complete sewer master planning project.

Task 1: Project Management and Meetings

Project management activities ensure adherence to schedule and budget, communication between AKM and the City, and implementation of an effective quality assurance/quality control (QA/QC) program will include the following:

- Kickoff meeting to establish lines of communication, review scope of work, data requests, and schedule, discuss the City's expectations, and gain insight into specific issues



- Monthly meetings as needed, with prepared agendas and follow-up meeting minutes
- Monthly status reports & billing statements listing tasks, budgets, and percent complete
- Updated project schedule as needed

Task 2: Data Collection and Review

We will retrieve and review all relevant documents including the following: 2005 Sewer Master Plan; 2016 Sewer System Management Plan and latest SSMP Audit; Existing sewer atlas maps; Existing scanned sewer as-built drawings for sewers constructed since 2005 (not in the current Sewer GIS) and for all siphons/hot spot locations; GIS data; Planning data; Lift station information; Operation & Maintenance records of the sewer facilities; Water meter records by billing period and customer class; Bid results for recent construction projects; and Current Capital Improvement Program information.

Task 3: Sewer Hydraulic Model Development

The sewer hydraulic model is an essential element of any master planning effort for documenting the existing system, evaluating existing hydraulic capacity for compliance with the adopted criteria, determining the adequacy of the system to handle future developments, and formulating the capacity improvement recommendations.

We propose to utilize the InfoSewer software by Innovyze, for developing the hydraulic sewer model. This is a commercially available, non-proprietary software that is fully GIS integrated, allowing for easy import/export of data to and from the existing Sewer GIS.

3.1 Model Geometry - We will utilize the City's current Sewer GIS (last updated in 2009) as the basis of the hydraulic model. In addition, we will review and utilize approximately 100 sheets of Engineering Record Plans and incorporate the sewer main and manhole information into the City's Sewer GIS and model. The information collected will include the following at a minimum: year of

plan, pipe diameter, material, length, and invert elevations, and manhole diameter, invert, and rim elevation.

The hydraulic model will include all City owned sewer pipes (excluding laterals and private lines), manholes, large point source flows and tributary area boundaries. We feel it is important to model the entire system in case a future spill should occur, so that the City can show its due diligence in previously analyzing the hydraulic capacity of the entire system. A complete system model can also be used in other evaluations, and constitute the complete map of the system as required by the Operation and Maintenance Program of the Sewer System Management Plan.

We will delineate the tributary area to nearly every manhole using the Theissen Polygons method. If manholes are clustered together in one area, only one tributary area will be created. The tributary area, along with unit flow factors or point sources for high sewage generators will be used to calculate the average flow tributary to each manhole.

3.2 Flow Monitoring and Unit Flow Factors – We will select locations to flow monitor and develop sewer unit flow factors for various land use types. Based on our experience, flow monitoring becomes more and more unreliable as the flow depth in the sewer pipe decreases. More accurate measurements result from larger tributary areas, resulting in larger flows with sufficient flow depth. Typically, unit flow factors can be developed for single family residential land uses from sewer flow monitoring data because large areas of single family residential uses can usually be isolated and flow monitored at one or more locations. It is more difficult to isolate large areas of multi-family, commercial, industrial, and institutional land uses. Additionally, because of large variation in industrial land use types and their flow generation, unit flow factors are even more difficult to develop for this land use. We will generate sewer flows from water use for industrial,

and possibly some of the commercial areas. If needed, we will utilize water use records to supplement the flow monitoring information to develop the unit flow factors. For example, if a large tributary area encompasses commercial and industrial uses, we can install a flow monitor to capture the total sewage flows but then we can separate out the portion from commercial areas and the portion from the industrial uses by analyzing the water use of each. Depending upon what information is available, we can develop unit flow factors based on acreages, dwelling units, building square footage, population or a combination.

3.3 Peaking Relationships - Flow monitoring data will be obtained in 15 minute intervals for each site. We will generate dry weather peaking criteria based upon the diurnal flows recorded by the flow monitors. It is anticipated that different peaking relationships may be used for the various sewersheds to reflect their land uses, size, and specific conditions. We will recommend a wet weather peaking relationship as well based upon our experience.

3.4 Model Calibration - *Per discussions with the City, we included 16 flow monitors for 7 days to capture dry weather data.*

We will utilize the flow monitoring information to calibrate the model with the existing system and existing land uses. Model calibration work will be performed with the dry weather flows. Calibration will first involve matching the model average and peak flows to the flow monitoring results. Unit flow factors and peaking relationships will be adjusted until a close match is obtained.

Task 4: Capacity Analysis

4.1 Collection System Hydraulic Analysis - We will review and update the City's criteria for depth to diameter ratios, such as for pipes 15-inch and smaller, and 18-inch and larger.

The analyses conducted with the peak dry weather flows for calibrating the model will constitute the existing system analysis. We will identify the deficiencies based on the criteria

selected, and formulate replacement and/or relief projects to mitigate the capacity deficiencies. Depending on the location of the calculated deficiencies, we may request additional flow monitoring to verify the calculated deficiencies.

The following scenarios will be analyzed:

1. Existing system with current flow conditions
2. Existing system with future flow conditions (includes future development loads)
3. Existing system plus recommended improvements with future flow conditions

The future flow conditions will include loads anticipated to contribute to the sewer system by the major development projects currently under construction and under review. Details of each development (land use type, number of dwelling units, etc.) will be provided by the City's planning department. We will utilize the developed unit flow factors for each land use type to estimate future sewage loads.

4.2 Lift Station Hydraulic Analysis – We will review and update the City's lift station criteria for wet well capacity, pump capacity, number of pumps, storage, emergency power, and other redundancies to minimize the possibility of overflows. We will evaluate the City owned sewer lift stations. This work will include review of construction plans, design calculations, pump curves, shop drawings, SCADA data, and maintenance records, as well as a thorough field review. If the lift station has flow meters, we will utilize the information from the flow meters for capacity analysis, as well as the adequacy of the wet wells to preclude frequent cycling of the equipment. We will also analyze the lift stations for average, peak dry weather, and peak wet weather capacity. We will then determine if the appropriate level of redundancy as well as emergency wet well capacity is available to avoid overflows. We will determine if each the lift station meets the criteria established and

current industry standards. We will then make recommendations for bringing it up to current standards. We will also interview the City's engineering and O&M staff to develop insight into the existing facilities.

Task 5 – Condition Assessment

5.1 Closed Circuit Television Inspections – Not included in current scope

5.2 Collection System Condition Assessment – Not included in current scope

5.3 Lift Station Condition Assessment – Condition assessments of the three lift stations will be conducted. We will review available maintenance records pertaining to each of the lift stations. We will visit each lift station to conduct a thorough inspection of the facilities. We will interview City O&M staff to gain insight into the operation and maintenance of each of the lift stations. We will document all necessary information for evaluating the condition of the lift stations.

Task 6 –Review Known Hot Spot Locations

There are 59 known hot spot locations (list provided by City) in the City's sewer system. Per the 2016 SSMP, the City updates its hot spot list on a monthly bases or more frequently as needed. Locations are added to the hot spot list if it is found to be a location of frequent fats, oils, and grease (FOG) or debris buildup, flow issues, or root issues. Per the 2016 SSMP, there is only one siphon location in the system, but the RFP suggests there may be more than one location. The City would like to have the hot spot and siphon locations reviewed and possible solutions provided as a part of the Sewer Master Plan recommendations. For purposes of this proposal, we have assumed that there are approximately 65 hot spot locations to review and make recommendations for.

We will review CCTV inspections for all hot spot locations except for the siphons, which cannot typically be inspected due to the vertical bends in the lines and the bypass flow requirements. We

will confirm the presence of grease, debris, roots and/or flow issues caused by such defects as sags and offset joints. We will interview City staff about the problems experienced in the field and make recommendations for maintenance programs, improvements, and/or further investigations.

We will review as-built plans for the siphons and interview City staff about problems experienced in the field. If possible, we will make recommendations for flow diversions to eliminate the siphons from the system.

Task 7 – Review Jurisdictional Codes

We will review all the latest Federal, State, and Local Regulations and appraise City staff on the status. The primary regulation that will guide the study is the State General Waste Discharge Requirements.

Task 8 – Capital Improvement Program

We will develop a prioritized Sewer Capital Improvement Program (CIP) with cost estimates based upon the collection system and pump station hydraulic analyses and the condition assessments. The highest priorities will be given to verified capacity deficiencies and structural defects that may fail and cause overflows.

Task 9 – Sewer Master Plan Document

The work effort and the results will be presented in a Sewer Master Plan report. At a minimum, the report will include: Executive Summary, Introduction, Study Area, Criteria, Existing System, Future System, Hydraulic Model, Capacity Analysis, Condition Assessment, and Capital Improvement Program.

The report will include clear exhibits of appropriate scale to illustrate the data used, analyses performed, and the recommendations. Appendices will include the backup information utilized in

formulating the recommended improvements.

We will submit a draft report (5 copies) for City review. We will then meet with the City to discuss the review comments. Following the incorporation of City staff comments, we will submit one electronic copy and five (5) bound copies of the Final Sewer Master Plan report.

Task 10 – Public Meeting Presentations

Our Cost Proposal includes time to attend two (2) public meetings to present the findings of the Sewer Master Plan. We will work with City staff in preparing presentation materials, such as power point presentations, and either make presentations, or support the City staff in making the presentations.

Task 11 – Sewer System Management Plan Audit

We will prepare a SSMP Audit report that shall focus on evaluating the effectiveness of the SSMP and the City's compliance with the SSMP requirements identified in the State Water Resources Control Board's Order No. 2006-003. The audit report will include the identification of any deficiencies in the SSMP and the recommendations to correct them. It will focus on the previous two years (2017-2018) since the audit is a bi-annual report. We will request the following additional data for the SSMP Audit:

- Overflow Response Plan
- Sewer Design Standards
- FOG Program Documentation
- Sewer cleaning log database for 2017-2018 (including hot spots)
- Sewer lift station maintenance logs for 2017-2018
- Legal Authority Documentation
- Sewer Design Standards
- SSO reports for 2017-2018

- Any complaint records related to the sewer system for 2017-2018
- Any emergency sewer repair records for 2017-2018

We will provide five (5) hard copies and one (1) electronic PDF file of the draft report. Upon review, the City will provide comments. A final report will then be generated which integrates the City's comments. Five (5) hard copies and one (1) electronic PDF file of the Final report will be provided.

Quality Control Plan

Our Project Managers review the work weekly with the Project Engineers for technical content and schedule. This allows us to address any issues in a timely manner, and maintains our projects on schedule. Our assigned Quality Control Manager reviews the work product bi-weekly, and prior to any milestone submittal. His/her comments are discussed with the Project Manager and Project Engineer following each QA/QC review, and they are addressed immediately. The reviews include completeness and accuracy of the work product. Milestone submittals include constructability and bidability of the projects by our construction management professionals.

Our QA/QC Program will require our sub-consultant to implement a similar program, and certification that QA/QC program has been implemented. We will then review the work as we review the in-house work prior to submittal to the client.

Exceptions / Deviations

AKM Consulting Engineers does not have any exceptions or deviations from the RFP. AKM accepts the contract requirements of the proposed professional services agreement as set forth in Section IV of the RFP.

Fee Proposal

AKM's current rate schedule is shown on Page 42. The fee proposal is shown on Page 48. Rates will not be revised during the term of the Contract without prior approval by the City Council. Our fee proposal is based upon review of 100 sheets of plans in updating the existing GIS.

<u>Labor Classification</u>	<u>Hourly Rate</u>
Principal	\$225
Principal Engineer	\$225
Project Manager	\$219
Project Engineer	\$208
Senior Construction Manager	\$207
QA/QC Manager	\$207
Senior Engineer	\$191
Senior Field Engineer / Inspector	\$175
Field Engineer / Inspector	\$154
Associate Engineer	\$149
Staff Engineer	\$132
Financial Analyst	\$121
Senior Designer / Senior CADD Technician	\$104
Designer / CADD Technician	\$97
Assistant Engineer	\$95
Engineering Technician	\$88
Engineering Aide	\$74
Office Support	\$74
Data or Word Processing	\$72

Past and Present Contracts Form

As requested, the "Status of Past and Present Contracts" form is provided on Page 43.

Project Schedule

The City requested that the Sewer Master Plan be completed by June 30, 2020. We will endeavor to meet the desired schedule if all information needed for the project can be provided to AKM in a timely manner. The scheduling of the flow monitoring work and the number of plan sheets needed to be reviewed to update the GIS may result in extending the schedule. The proposed project schedule is shown on Page 44.

STAFF HOUR & FEE ESTIMATE City of Brea Sewer System Master Plan Update November 21, 2019												
	Project Manager (hr)	Project Engineer (hr)	Hydraulic Model & Analysis (hr)	Condition Assess- ment (hr)	Lift Station Assess- ment (hr)	QA/QC Manager (hr)	Admin Support (hr)	Total Hours	Labor Cost (\$)	Sub- Consultant (\$)	Expenses (\$)	Total Cost (\$)
Task 1 - Project Management and Meetings	24	48	16	16	4	4	0	112	\$21,536	\$0	\$500	\$22,036
Project Management and Meetings	24	48	16	16	4	4			\$21,536		\$500	\$22,036
Task 2 - Data Collection and Review	4	16	24	16	8	0	0	68	\$11,564	\$0	\$0	\$11,564
Data Collection and Review	4	16	24	16	8				\$11,564			\$11,564
Task 3 - Sewer Hydraulic Model Development	44	112	264	0	0	0	0	420	\$72,268	\$76,689	\$0	\$148,957
Task 3.1 - Model Geometry		8	24						\$5,240	\$12,000		\$17,240
Task 3.2 - Flow Monitoring (16) and Unit Flow Factors	32	64	160						\$44,160	\$64,689		\$108,849
Task 3.3 - Peaking Relationships	8	16	40						\$11,040			\$11,040
Task 3.4 - Model Calibration	4	24	40						\$11,828			\$11,828
Task 4 - Capacity Analysis	12	24	32	0	8	4	0	80	\$14,616	\$0	\$0	\$14,616
Task 4.1 - Collection System Hydraulic Analysis	8	16	24			2			\$9,070			\$9,070
Task 4.2 - Lift Station Hydraulic Analysis	4	8	8		8	2			\$5,546			\$5,546
Task 5 - Condition Assessment	8	16	8	0	40	4	0	76	\$14,100	\$0	\$0	\$14,100
Task 5.3 - Lift Station Condition Assessment	8	16	8		40	4			\$14,100			\$14,100
Task 6 - Review Known Hot Spot Locations	24	40	0	60	0	4	0	128	\$23,344	\$0	\$0	\$23,344
Review Known Hot Spot Locations	24	40		60		4			\$23,344			\$23,344
Task 7 - Review Jurisdictional Codes	4	8	0	0	0	0	0	12	\$2,540	\$0	\$0	\$2,540
Review Jurisdictional Codes	4	8							\$2,540			\$2,540
Task 8 - Capital Improvement Program	8	24	16	16	16	4	0	84	\$15,140	\$0	\$0	\$15,140
Capital Improvement Program	8	24	16	16	16	4			\$15,140			\$15,140
Task 9 - Sewer Master Plan Document	36	84	56	56	20	12	28	292	\$50,100	\$0	\$2,000	\$52,100
9.1 - Draft Master Plan Report	24	60	40	40	16	8	20		\$35,592		\$1,000	\$36,592
9.2 - Final Master Plan Report	12	24	16	16	4	4	8		\$14,508		\$1,000	\$15,508
Task 10 - Public Meeting Presentations	12	24	0	0	0	0	4	40	\$7,916	\$0	\$0	\$7,916
Public Meeting Presentations	12	24					4	40	\$7,916			\$7,916
Task 11 - Sewer System Management Plan Audit	24	40	80	0	0	0	16	160	\$26,680	\$0	\$500	\$27,180
Sewer System Management Plan Audit	24	40	80				16	160	\$26,680		\$500	\$27,180
Task 12 - Other As-Needed Work	80	60	24					164	\$33,576			\$33,576
Other As-Needed Work	80	60	24					164	\$33,576			\$33,576
Total Hours	280	496	520	164	96	32	48	1636				
Rate (\$/Hr)	\$219	\$208	\$149	\$149	\$175	\$207	\$74					
Total Cost	\$61,320	\$103,168	\$77,480	\$24,436	\$16,800	\$6,624	\$3,552		\$293,380	\$76,689	\$3,000	\$373,069

CITY OF BREA
Sewer System Master Plan Update RFP, August 2019

Status of Past and Present Contracts Form

On the form provided below, Offeror shall list the status of past and present contracts where the firm has either provided services as a prime contractor or a subcontractor during the past five (5) years in which the contract has ended or will end in a termination, settlement or in legal action. A separate form must be completed for each contract. Offeror shall provide an accurate contact name and telephone number for each contract and indicate the term of the contract and the original contract value.

If the contract was terminated, list the reason for termination. Offeror must also identify and state the status of any litigation, claims or settlement agreements related to any of the identified contracts. Each form must be signed by an officer of the Offeror confirming that the information provided is true and accurate.

Project city/agency/other: None / Non-applicable as to AKM's Design Services or Planning Services.	
As to Construction Management Services: VA&Sons/Vidmar; City of Huntington Beach	
Contact name: Joseph Dale, PW Construction Manager	Phone: 714-536-5915
Project award date: 2013	
Original Contract Value: \$1,000,000	
Term of Contract: 3 years	
1) Status of contract: Terminated by the City of Huntington Beach	
2) Identify claims/litigation or settlements associated with the contract:	
AKM Consulting Engineers was the plaintiff in a lawsuit involving the contractor, Vido Artukovich and Sons/Vidmar, Mark N. Artukovich, and the City of Huntington Beach resulting from termination of AKM's On-Call Construction Management Services contract. Reason given to AKM: Alleged inability to work with Construction Contractor.	
Jury found favor of AKM Consulting Engineers on all counts as follows:	
1. Breach of contract by the City of Huntington Beach	
2., 3. Inducing breach of contract by VAS and Mark Artukovich	
4., 5. Intentional interference with contractual relations by VAS and Mark Artukovich	
By signing this Form entitled "Status of Past and Present Contracts," I am affirming that all of the information provided is true and accurate.	

Signature

Name:

Zeki Kayiran

Title:

President

Date

9/26/2019

City of Brea
Proposal - Sewer System Master Plan Update
September 26, 2019

ID	Task Name	Duration	Month 1		Month 2		Month 3		Month 4		Month 5		Month 6		Month 7		Month 8		Month 9																						
			W1	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12	W13	W14	W15	W16	W17	W18	W19	W20	W21	W22	W23	W24	W25	W26	W27	W28	W29	W30	W31	W32	W33	W34	W35	W36	W37	W38	W39
1	Task 1 - Project Management and Meetings	1 day	[Task 1 - Project Management and Meetings]																																						
2	Project Management and Meetings	1 day	[Project Management and Meetings]																																						
3	Task 2 - Data Collection and Review	20 days	[Task 2 - Data Collection and Review]																																						
4	Data Collection and Review	20 days	[Data Collection and Review]																																						
5	Task 3 - Sewer Hydraulic Model Development	90 days	[Task 3 - Sewer Hydraulic Model Development]																																						
6	Task 3.1 - Model Geometry	20 days	[Task 3.1 - Model Geometry]																																						
7	Task 3.2 - Flow Monitoring and Unit Flow Factors	40 days	[Task 3.2 - Flow Monitoring and Unit Flow Factors]																																						
8	Task 3.3 - Peaking Relationships	20 days	[Task 3.3 - Peaking Relationships]																																						
9	Task 3.4 - Model Calibration	20 days	[Task 3.4 - Model Calibration]																																						
10	Task 4 - Capacity Analysis	15 days	[Task 4 - Capacity Analysis]																																						
11	Task 4.1 - Collection System Hydraulic Analysis	15 days	[Task 4.1 - Collection System Hydraulic Analysis]																																						
12	Task 4.2 - Lift Station Hydraulic Analysis	15 days	[Task 4.2 - Lift Station Hydraulic Analysis]																																						
13	Task 5 - Condition Assessment	20 days	[Task 5 - Condition Assessment]																																						
14	Task 5.3 - Lift Station Condition Assessment	20 days	[Task 5.3 - Lift Station Condition Assessment]																																						
15	Task 6 - Review Known Hot Spot Locations	20 days	[Task 6 - Review Known Hot Spot Locations]																																						
16	Review Known Hot Spot Locations	20 days	[Review Known Hot Spot Locations]																																						
17	Task 7 - Review Jurisdictional Codes	20 days	[Task 7 - Review Jurisdictional Codes]																																						
18	Review Jurisdictional Codes	20 days	[Review Jurisdictional Codes]																																						
19	Task 8 - Capital Improvement Program	25 days	[Task 8 - Capital Improvement Program]																																						
20	Capital Improvement Program	25 days	[Capital Improvement Program]																																						
21	Task 9 - Sewer Master Plan Document	50 days	[Task 9 - Sewer Master Plan Document]																																						
22	9.1 - Draft Master Plan Report	25 days	[9.1 - Draft Master Plan Report]																																						
23	9.2 - Final Master Plan Report	20 days	[9.2 - Final Master Plan Report]																																						
24	Task 10 - Public Meeting Presentations	0 days	[Task 10 - Public Meeting Presentations]																																						
25	Public Meeting Presentations	0 days	[Public Meeting Presentations]																																						
26	Task 11 - Sewer System Management Plan Audit	60 days	[Task 11 - Sewer System Management Plan Audit]																																						
27	Sewer System Management Plan Audit	60 days	[Sewer System Management Plan Audit]																																						

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Thank you.

DATE: 9/13/2019 Total No. of Pages: 15

TO: NAME: Michael Ho, City Engineer

FIRM: City of BREA

TEL#: (714) 990-7657 EMAIL: michaelh@cityofbrea.net

FROM: _____

SUBJECT: **ADDENDUM #2, FOR Sewer System Master Plan Update**

PLEASE NOTE AND EMAIL BACK THIS ADDENDUM #2

Summary of Changes:

1. **ADDED to SECTION V Scope of Service** – The Sewer Master Plan Update to be completed by June 30th, 2020.
2. **ADDED to SECTION V Scope of Service** – Sewer monitoring station to be six (6) locations with the duration of 7-days.
3. **ADDED to SECTION V Scope of Service** – It is estimated 25 miles of CCTV video and report is available for review. The remainder of the sewer mains shall be CCTV inspected as part of this update.
4. **ADDED to SECTION V Scope of Service** – Provide geodata of the sewer main added and/or modified as part of this update. There is approximately 100 sheets of Engineering Record Plans to review and incorporate.
5. **CLARIFICATION** – See attached for sample sewer CCTV reports. Sample CCTV videos are available to download on the City FTP site.
6. **CLARIFICATION** – Current City GIS Sewer geodatabase is available to download on the City FTP site. The latest update to the current GIS is in or around 2009.
7. **CLARIFICATION** - A sewer system model from 2009 System Evaluation and Capacity Assurance Plan is available.
8. **CLARIFICATION** – See attached for list of the major CIP projects.

9. **CLARIFCATION** – See attached for list of the development projects.

10. **CLARIFICATION** – See attached for the power point slides.

11. **CLARIFICATION** – See attached for sign-in sheet.



I have noted and received Sewer System Master Plan Update Addendum #2.

AKM Consulting	<i>Diann Pay</i>	DIANN PAY	9/19/19
COMPANY	Signature	Print name	Date

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Thank you.

DATE: 9/18/2019

Total No. of Pages: 4

TO: NAME: Michael Ho, City Engineer

FIRM: City of BREA

TEL#: (714) 990-7657 EMAIL: michaelh@cityofbrea.net

FROM: _____

SUBJECT: **ADDENDUM #3, FOR Sewer System Master Plan Update**

PLEASE NOTE AND EMAIL BACK THIS ADDENDUM #3

Summary of Changes:

1. **CLARIFICATION** – See attached for the current list of sewer system locations “hot spots” that require extensive maintenance for reference.
2. **CLARIFICATION** – It is estimated 25 miles of CCTV video and report is available for review. The remainder of the sewer mains (approximately 85 miles) shall be CCTV inspected as part of this update at the responsibility of the offeror. The proposal shall include the cleaning of the sewer mains, CCTV videos, review videos and assess the conditions of the sewer mains.
3. **CLARIFICATION** – A sewer system model from 2009 System Evaluation and Capacity Assurance Plan is available to download on the City FTP site.



I have noted and received Sewer System Master Plan Update Addendum #3.

AKM Consulting Diann Pay DIANN PAY 9/19/19
COMPANY Signature Print name Date

**CONSTRUCTION AGREEMENT
CITYWIDE SEWER CCTV, CIP NO. 7609**

This Construction Agreement ("Agreement") is dated **January 23, 2020** for reference purposes and is executed by the City of Brea, a California municipal corporation, and **Pipe Tec, Inc., a California Corporation** ("Contractor"). Contractor's CSLB license number is **A-987784**. Contractor's DIR registration number is **1000006547**.

R E C I T A L S

- A. City duly solicited, received, publicly opened, and declared bids for the following public works project: **Citywide Sewer CCTV, CIP NO. 7609** ("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 **Citywide Sewer CCTV, CIP NO. 7609** ("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 **\$514,824.60**. 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").

B. Contractor shall be subject to liquidated damages in the amount of **\$500** for each working day the work remains incomplete beyond the Completion Date. City may deduct liquidated damages from any monies due or that may become due Contractor. Progress payments made after the completion date shall not constitute a waiver of liquidated damages.

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. TRENCHING AND EXCAVATIONS:

A. If the Project involves trenching more than four feet deep, Contractor shall promptly and before the following conditions are disturbed notify City in writing of any: (i) material that Contractor believes may be material that is hazardous waste, as defined in California Health and Safety Code Section 25117, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law; (ii) subsurface or latent physical conditions at the site differing from those indicated; or (iii) unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement. City shall investigate the conditions, and if City finds that the conditions do materially differ or do involve hazardous waste and cause a decrease or increase in Contractor's cost of or the time required for performance of any part of the Work, City shall issue a change order.

B. In addition, whenever work under this Agreement involves an estimated expenditure in excess of \$25,000 for the excavation of any trench or trenches five (5) feet or more in depth, Contractor shall submit for acceptance by City or by a registered civil or structural engineer employed by City to whom authority to accept has been delegated, in advance of excavation, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation, of such trench or trenches. If such plan varies from the shoring system standards established by the Construction Safety Orders of the Division of Industrial Safety, the plan shall be prepared by a registered civil or structural engineer employed by Contractor, and all costs therefor shall be included in the contract price herein for completion of the Work as set forth in this Agreement. Nothing in this provision shall be deemed to allow the use of a shoring, sloping, or other protective system less effective than that required by the Construction Safety Orders. Nothing in this provision shall be construed to impose tort liability on City or on any City officer, agent, or employee. All plans, plan review, processing, and shoring costs are Contractor's financial and legal responsibility.

14. UTILITIES: City acknowledges its responsibilities under Government Code Section 4215 concerning existing utilities.

15. 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.

16. 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 Indemnitee 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.

17. **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.

18. **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.

19. **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:

20. **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.

21. **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.

22. **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.

23. **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.

24. **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.

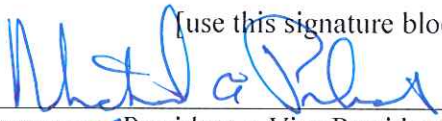
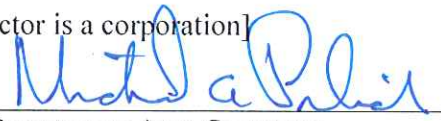
25. **AUTHORITY:** Any person executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

26. **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.

PIPE TEC, INC.


[use this signature block if Contractor is a corporation]

☐ 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 Contractor is a limited liability company]

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.]

CITY OF BREA

By: _____
Mayor

Attest: _____
City Clerk

THE FINAL PREMIUM IS
PREDICATED ON THE
FINAL CONTRACT AMOUNT

This bond was issued in three (3)
original counterparts

Bond No 72BCSIG9377
Premium: \$5,097.00

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the **City of Brea** ("Public Agency"), State of California, has awarded to **Pipe Tec, Inc. 5103 Elton Street, Baldwin Park, CA 91706** ("Principal")

(Name and address of Contractor)

a contract (the "Contract") for the Work described as follows:

CITYWIDE SEWER CCTV, CIP NO. 7609

(Project name)

WHEREAS, Principal is required under the terms of the Contract to furnish a Bond for the faithful performance of the Contract.

NOW, THEREFORE, we, the undersigned Principal, and Hartford Fire Insurance Company
155 North Lake Avenue, 8th Floor, Suite 849, Pasadena, CA 91101

(Name and address of Surety)

("Surety") a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of **five hundred fourteen thousand eight hundred twenty four dollars and sixty cents (\$514,824.60)**, this amount being not less than the total Contract Price, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors executors and administrators, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his, her or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Contract and any alteration thereof made as therein provided, on the Principal's part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Public Agency, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by Public Agency in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered. Surety hereby waives any statute of limitations as it applies to an action on this Bond.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or of the Work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations under this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of

the Contract or to the Work or to the specifications. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this Bond and has all rights of a party hereto.

IN WITNESS WHEREOF, two (2) identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: January 24th, 2020

"Principal"

Pipe Tec, Inc.

5103 Elton St., Baldwin Park, CA 91706

By: 

Its President - Pipe Tec, Inc

By: _____

Its

"Surety"

Hartford Fire Insurance Company

155 North Lake Avenue, 8th Floor, Suite 849
Pasadena, CA 91101

By: 

Its Shaunna Rozelle Ostrom, Attorney-in-Fact

By: _____

Its

(Seal)

(Seal)

Note: This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. IF CONTRACTOR IS A PARTNERSHIP, ALL PARTNERS MUST EXECUTE BOND. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT. Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

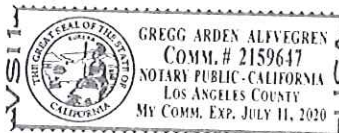
State of California
County of Los Angeles

On 01-24-20 before me, Gregg Arden Alfvegren Notary Public
(insert name and title of the officer)

personally appeared Michael A. Prlich
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature  (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Orange)

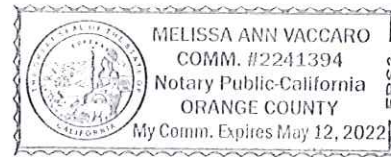
On 1/24/2020 before me, Melissa Ann Vaccaro, Notary Public
(insert name and title of the officer)

personally appeared Shaunna Rozelle Ostrom,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature Melissa Ann Vaccaro (Seal)
Melissa Ann Vaccaro



Direct Inquiries/Claims to:

THE HARTFORD

BOND, T-12

One Hartford Plaza

Hartford, Connecticut 06155

Bond.Claims@thehartford.com

call: 888-266-3488 or fax: 860-757-5835

POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: COMM'L SURETY & BOND INS AGY/BOND
Agency Code: 72-181009

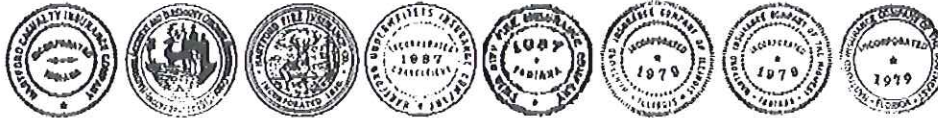
- ☒ Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- ☒ Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- ☒ Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- ☐ Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- ☐ Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- ☐ Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- ☐ Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- ☐ Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, up to the amount of Unlimited:

Arturo Ayala, Daniel Huckabay, Frank Morones, Shaunna Rozelle Ostrom, Dwight Reilly
of ORANGE, California

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by ☒, and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 6, 2015 the Companies have caused these presents to be signed by its Senior Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



John Gray

John Gray, Assistant Secretary

M. Ross Fisher

M. Ross Fisher, Senior Vice President

STATE OF CONNECTICUT

ss. Hartford

COUNTY OF HARTFORD

On this 5th day of January, 2018, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Senior Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



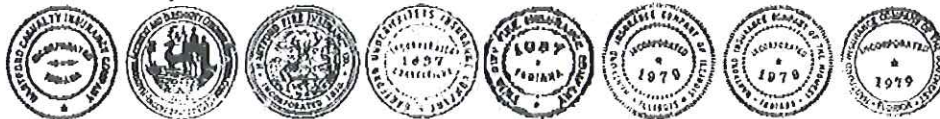
CERTIFICATE

Kathleen T. Maynard

Kathleen T. Maynard
Notary Public

My Commission Expires July 31, 2021

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of January 24th, 2020
Signed and sealed at the City of Hartford.



Kevin Heckman

Kevin Heckman, Assistant Vice President

THE FINAL PREMIUM IS
PREDICATED ON THE
FINAL CONTRACT AMOUNT

This bond was issued in three (3)
original counterparts

Bond No. 72BCSIG9377

**PAYMENT BOND
(LABOR AND MATERIALS)**

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the **City of Brea** ("Public Agency"), State of California, has awarded to **Pipe Tec, Inc. 5103 Elton Street, Baldwin Park, CA 91706** ("Principal")

(Name and address of Contractor)

a contract (the "Contract") for the Work described as follows:

CITYWIDE SEWER CCTV, CIP NO. 7609

(Project name)

WHEREAS, under the terms of the Contract, the Principal is required before entering upon the performance of the Work, to file a good and sufficient payment Bond with the Public Agency to secure the claims to which reference is made in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code.

NOW, THEREFORE, we, the undersigned Principal, and Hartford Fire Insurance Company
155 North Lake Avenue, 8th Floor, Suite 849, Pasadena, CA 91101

(Name and address of Surety)

("Surety") a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency and all contractors, subcontractors, laborers, material suppliers, and other persons employed in the performance of the Contract and referred to in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code in the penal sum of **five hundred fourteen thousand eight hundred twenty four dollars and sixty cents (\$514,824.60)**, for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this Work or labor, that the Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by Public Agency in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this Bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this Bond.

Upon expiration of the time within which the California Labor Commissioner may serve a civil wage and penalty assessment against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1741, and upon expiration of the time within which a joint labor management committee may commence an action against the

principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1771.2, if the condition of this Bond be fully performed, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

The Surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract or the Specifications accompanying the same shall in any manner affect its obligations on this Bond, and it does hereby waive notice of any such change, extension, alteration, or addition.


IN WITNESS WHEREOF, two (2) identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: January 24th, 2020

"Principal"

Pipe Tec, Inc.

5103 Elton St., Baldwin Park, CA 91706

By: 
Its President Pipe Tec, Inc.

By: _____
Its _____

"Surety"

Hartford Fire Insurance Company

155 North Lake Avenue, 8th Floor, Suite 849
Pasadena, CA 91101

By: 
Its Shaunna Rozelle Ostrom, Attorney-in-Fact

By: _____
Its _____

(Seal)

(Seal)

Note: This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. IF CONTRACTOR IS A PARTNERSHIP, ALL PARTNERS MUST EXECUTE BOND. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT. Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Use of Fire Impact Fees - Acquisition of Special Department Equipment for Brea Fire Operations

RECOMMENDATION

Authorize \$443,000 for the acquisition of the following special equipment to better meet the community's expansion and department's increased needs: Rescue ATV Tow Pickup Truck; "Plymovent" Exhaust Removal Systems; Tri-Band Motorola Radios; UAV Drone; AEDs with EKG capability; SCBA voice amplifiers and other equipment. Authorize an additional appropriation of \$340,000 from the "Fire Impact Fee" (Fund 542) reserves.

BACKGROUND/DISCUSSION

Over the last several years, the "Fire Impact Fee" account has grown significantly due to extensive City growth and modifications. In addition, the impact fees have not been utilized during that same time frame. The Fire Department has identified several areas where service delivery can be improved by appropriating the funds as they were intended. Those areas are as follows: 1. Pickup Truck for Rescue ATV towing - The new rescue ATV has been in service just under one year and is available to respond to our foothills to evaluate and transport patients with medical emergencies in remote areas with challenging access. At the time of implementation, the trailer used to tow the ATV was attached to the only capable truck which was a 2002 utility truck. This truck has exceeded its normal life expectancy, doesn't meet current safety requirements, and is not adequately equipped for the rescue ATV mission. The replacement pickup truck to be purchased will be built specially for this new mission and is anticipated to cost \$70,000. We have come to realize the need for \$80,000 and are requesting an additional \$10,000 be allocated to this project. Total estimated cost - \$80,000.

2. Exhaust Removal Systems - The Brea fire stations are behind in the industry standard of exhaust removal system technology. Cancer prevention efforts within the fire service industry indicate much risk associated with the carcinogen Benzene which is heavily found in diesel exhaust. Our fire engines produce tremendous amounts of this carcinogen in the enclosed apparatus bays of the station, which can sufficiently be removed by the "Plymovent" exhaust removal systems utilized by the majority of fire departments across the country today. Total estimated cost - \$175,000.

3. UAV (Drone) - Technological advances in public service operational capability have included the use of drones for aerial reconnaissance during events which threaten the safety of the general public. Fire and police departments alike are rapidly seeing the benefits in drones for command, search and rescue, preplanning and surveillance purposes to reduce risk and provide

efficiencies in their public safety duties. The Brea Fire Department intends to be an industry leader in implementing a fully functioning drone program, while also working to collaborate with the Brea Police Department in any drone needs it may also have. Total estimate cost - \$25,000.

4. Tri-Band Radios - Radios currently used by the Brea Fire Department are not operationally competent due to restrictions which prohibit them from communicating on all bandwidths required to communicate with our surrounding agencies. We are obligated to respond with LA County Fire and Orange County Fire Authority regularly to mitigate everything from isolated medical-aid calls to large complex wildfire incidents. In doing so, we must be able to communicate on the 800MHz system, the UHF system and the VHF system. Unfortunately, our apparatus mounted radios only communicate on the 800MHz system and our portable radios only on the 800MHz and VHF system. Considering the number one reason for Firefighter injury and fatality is related to communication issues, it is imperative we address this issue. In order to solve the ongoing communication issues we are experiencing, we will purchase radios capable of communicating with all of our surrounding agencies for the apparatus and company officers in charge of each crew. Total estimated cost - \$120,000.

5. EKG Capable AEDs - (Automated External Defibrillator) Our Fireline Paramedics are responsible for the advanced life support care of Fire Department members when they are in the remote areas of wildland fire operations. Wildfire incidents take place in the vast areas of terrain that are highly inaccessible at times to vehicle or even aircraft. Fireline Paramedics are assigned to oversee certain geographical areas where crews may be working. In the event that a medical emergency may take place with any of the Firefighters, Fireline Paramedics are the first and possibly only line of defense for life saving measures. Due to the remote areas they work in, Fireline Paramedics must carry all of their equipment in packs on their bodies. Smaller, reduced size and weight equipment is a must. In order to treat emergency cardiac events, Fireline Paramedics need to not only deliver electrical shocks to a patient's heart, but also view the underlying cardiac rhythms which may be causing the life threatening event. These small, lightweight devices are capable of delivering the necessary electricity required for cardioversion and also offer the capability of the Fireline Paramedic to view the heart's rhythm at the time of incident in the remote area. Total estimated cost - \$10,000.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed staff's recommendations at their January 28, 2020 meeting and are recommended for City Council approval.

FISCAL IMPACT/SUMMARY

In order to meet the community's expansion and department's increased needs, it is recommended that Fire Impact Fees collected in order to meet the increased needs of the community be used to acquire special equipment for the Brea Fire Operations at a cost of \$443,000. As of June 30, 2019, funds available in the Fire Impact Fee Fund (Fund 542) are \$573,995. The FY 2019-20 Adopted Budget for this fund already includes \$103,000 for the acquisition of the Rescue ATV Two Pickup Truck (\$70,000), SCBA Voice Amplifiers (\$25,000) and other equipment (\$8,000). In order to fund the additional cost of the Pickup Truck, and the other recommended special equipment, an appropriation of \$340,000 from the Fire Impact Fee Fund (Fund 542) reserve is required. The remaining funds available are \$130,995. There is no impact the the City's General Fund.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Chris Nigg, Fire Division Chief
Concurrence: Adam Loeser, Fire Chief

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the City of Brea for Period Ending October 31, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of October. Cash for day-to-day activities is deposited in the demand and interest-bearing checking accounts. The Local Agency Investment Fund (LAIF) is used for short term investment and functions like a savings account. The City's managed investment portfolio is for longer-term investments which are managed through Chandler Asset Management. Together, the short and long-term investment accounts represent the City's investment portfolio. Attachment A includes a Portfolio Summary, Holdings Report, Book Value Report and Compliance with Investment Policy Statement prepared by Chandler Asset Management for the invested funds. The book value is the cost plus or minus amortization/accretion.

As of October 31, 2019, the total market value of the managed investment portfolio, including accrued interest, was \$76,184,462.40 as compared to \$75,928,779.26 at September 30, 2019. The weighted average investment yield for October 2019 was 2.16%, which was slightly lower than prior month. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of \$16,455,561.59 at October 31, 2019. This brings the total value of the City's investment portfolio as of October 31, 2019 to \$92,640,023.99 as compared to \$90,550,691.20 at September 30, 2019.

Restricted cash and investments are held in the post-employment benefits trust account administered by PARS (PARS account) and managed by HighMark Capital and the City's various bond reserve accounts which are managed by Chandler Asset Management.

Attachment A includes a monthly statement from US Bank for the PARS account as well as a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of October 31, 2019, the market value of the PARS account, including short-term cash and accrued interest was \$8,653,288.37 as compared to \$8,540,547.37 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest was \$1,209,754.50 in comparison to \$1,302,105.74 from the prior month.

All City investments are GASB rated No. 1, where the custodian (The Bank of New York Mellon

Trust Company, N.A.) acts as an agent of the City, and is not a counter party to the investment transaction, and all securities are held in the name of the City of Brea. The custodial account at Bank of New York and account records with Chandler Asset Management have been reconciled to par value for the month. The City of Brea has sufficient cash flow to meet its expected expenditures for the next six months.

FISCAL IMPACT/SUMMARY

During the month of October, the total value of the City's investment portfolio increased by \$2,089,332.79. This is primarily due to the receipt of sales tax and other revenues during the month. The City's PARS account increased by \$112,741.00 from market rate adjustments. The City's bond reserve accounts decreased by \$92,351.24 primarily due market rate adjustments.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Ana Conrique, Senior Accountant
Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

City of Brea
Cash and Investment Information
October 31, 2019

		Cost Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 2,695,342.32	\$ 2,695,342.32
Local Agency Investment Fund	LAIF	\$ 16,428,003.53	\$ 16,455,561.59
Managed Investment Portfolio - CHANDLER	Chandler	\$ 74,648,197.31	\$ 76,184,462.40
PARS Post-Employment Benefits Trust**	US Bank	\$ 7,997,100.60	\$ 8,653,288.37
<u>Fiscal Agent Cash & Investments**</u>			
2010 Lease Revenue Bonds	Chandler/BNY	\$ 304,028.01	\$ 304,335.12
2014 Downtown Brea Public Improvements CFD Bonds	Chandler/BNY	\$ 166,744.79	\$ 166,744.79
2014 Water Revenue Bonds	Chandler/BNY	\$ 283.97	\$ 283.97
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 659,914.98	\$ 683,797.64
2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1)	Chandler/BNY	\$ 25,429.70	\$ 25,429.70
2019 Water Revenue Bonds	Chandler/BNY	\$ 29,163.28	\$ 29,163.28
Sub-total - Fiscal Agent Cash & Investments		\$ 1,185,564.73	\$ 1,209,754.50
Report Grand Total		\$ 102,954,208.49	\$ 105,198,409.18

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
October 31, 2019

Fiscal Agent Cash & Investments Detail		Cost Value	Market Value
10129	2010 Lease Revenue Bonds - CHANDLER	\$ 268,908.16	\$ 269,215.27
	Short-Term Treasury Funds - BNY	\$ 35,119.85	\$ 35,119.85
	Sub-total	\$ 304,028.01	\$ 304,335.12
	2014 Downtown Brea Public Improvements CFD Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 166,744.79	\$ 166,744.79
	Sub-total	\$ 166,744.79	\$ 166,744.79
	2014 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 283.97	\$ 283.97
	Sub-total	\$ 283.97	\$ 283.97
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - CHANDLER	\$ 659,475.64	\$ 683,358.30
	Short-Term Treasury Funds - BNY	\$ 439.34	\$ 439.34
	Sub-total	\$ 659,914.98	\$ 683,797.64
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 25,429.70	\$ 25,429.70
	Sub-total	\$ 25,429.70	\$ 25,429.70
	2019 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 29,163.28	\$ 29,163.28
	Sub-total	\$ 29,163.28	\$ 29,163.28
Report Grand Total		\$ 1,185,564.73	\$ 1,209,754.50



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	2.16%
Average Purchase YTM	2.16%
Average Market YTM	2.16%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 9/30/19	End Values as of 10/31/19
Market Value	14,532,811	16,428,004
Accrued Interest	88,989	27,558
Total Market Value	14,621,800	16,455,562
Income Earned	27,246	33,762
Cont/WD		1,800,000
Par	14,532,811	16,428,004
Book Value	14,532,811	16,428,004
Cost Value	14,532,811	16,428,004

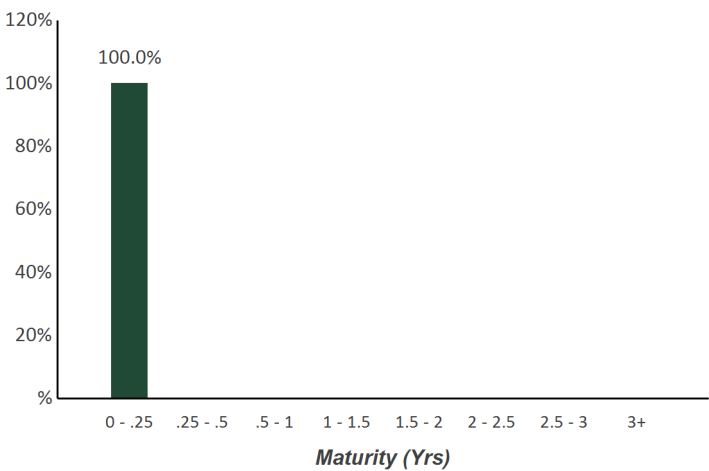
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

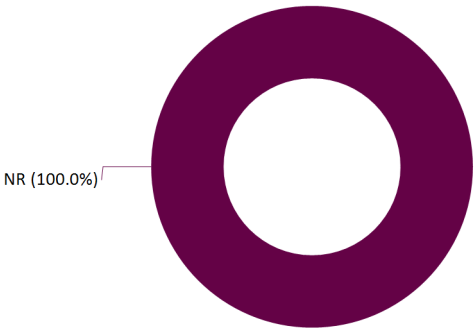
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	2/28/2012
City of Brea Laif	0.23%	0.62%	2.15%	2.53%	2.15%	1.73%	1.19%	N/A	N/A

Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	16,428,003.53	Various 2.16%	16,428,003.53 16,428,003.53	1.00 2.16%	16,428,003.53 27,558.06	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		16,428,003.53	2.16%	16,428,003.53	2.16%	16,428,003.53 27,558.06	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO				16,428,003.53 16,428,003.53	2.16%	16,428,003.53 27,558.06	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						16,455,561.59			



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.43
Average Coupon	2.23%
Average Purchase YTM	2.19%
Average Market YTM	1.71%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.72 yrs
Average Life	2.55 yrs

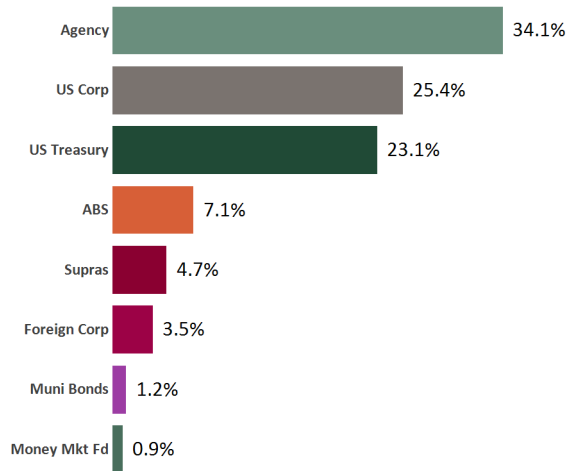
ACCOUNT SUMMARY

	Beg. Values as of 9/30/19	End Values as of 10/31/19
Market Value	75,575,430	75,818,578
Accrued Interest	353,349	365,885
Total Market Value	75,928,779	76,184,462
Income Earned	136,802	137,265
Cont/WD		0
Par	74,440,118	74,533,238
Book Value	74,619,874	74,743,403
Cost Value	74,515,271	74,648,197

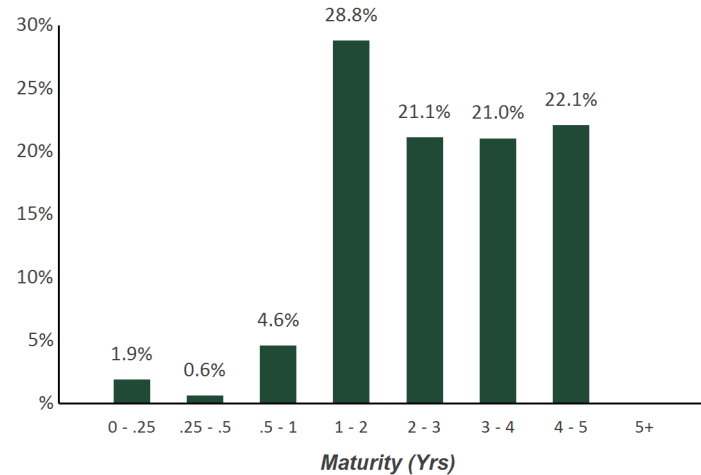
TOP ISSUERS

Government of United States	23.1%
Federal National Mortgage Assoc	15.2%
Federal Home Loan Bank	15.0%
Inter-American Dev Bank	4.2%
Federal Home Loan Mortgage Corp	3.9%
Honda ABS	1.7%
John Deere ABS	1.5%
Bank of New York	1.5%
Total	66.0%

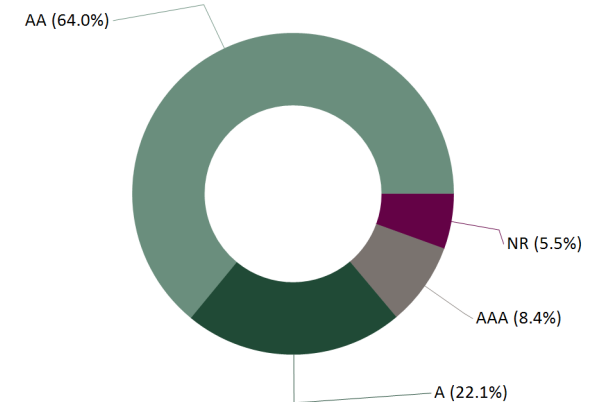
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/1996
City of Brea	0.34%	1.30%	4.39%	5.85%	2.83%	2.08%	1.92%	1.96%	3.86%
ICE BAML 1-5 Yr US Treasury/Agency Index*	0.32%	1.25%	4.14%	5.79%	2.68%	1.80%	1.67%	1.68%	3.49%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	0.33%	1.27%	4.36%	5.93%	2.77%	1.92%	1.79%	1.85%	N/A

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

Reconciliation Summary

As of October 31, 2019



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$74,619,874.17
<u>Acquisition</u>		
+ Security Purchases	\$2,424,664.80	
+ Money Market Fund Purchases	\$2,964,514.58	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$5,389,179.38
<u>Dispositions</u>		
- Security Sales	\$1,247,849.40	
- Money Market Fund Sales	\$2,424,664.80	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$1,488,933.75	
- Calls	\$0.00	
- Principal Paydowns	\$101,729.58	
Total Dispositions		\$5,263,177.53
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$1,272.56)	
		(\$1,272.56)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	(\$1,200.17)	
		(\$1,200.17)
ENDING BOOK VALUE		\$74,743,403.29

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$135,502.25
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$1,247,849.40	
Accrued Interest Received	\$7,797.01	
Interest Received	\$106,968.92	
Dividend Received	\$169.67	
Principal on Maturities	\$1,488,933.75	
Interest on Maturities	\$11,066.25	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$101,729.58	
Total Acquisitions	\$2,964,514.58	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$2,424,664.80	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$2,424,664.80	
ENDING BOOK VALUE		\$675,352.03

Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89238BAB8	Toyota Auto Receivables Trust 2018-A A2A 2.1% Due 10/15/2020	49,488.50	01/23/2018 2.12%	49,483.44 49,486.71	100.00 3.18%	49,488.23 46.19	0.07% 1.52	Aaa / AAA NR	0.96 0.03
654747AD6	Nissan Auto Receivables Trust 2017-A A3 1.74% Due 8/16/2021	232,695.41	12/27/2017 2.10%	231,213.79 231,964.66	99.92 1.97%	232,501.78 168.70	0.31% 537.12	Aaa / NR AAA	1.79 0.37
43811BAC8	Honda Auto Receivables Trust 2017-2 A3 1.68% Due 8/16/2021	225,819.48	04/27/2018 2.62%	222,308.69 223,912.46	99.91 1.89%	225,612.16 168.61	0.30% 1,699.70	Aaa / AAA NR	1.79 0.46
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	76,882.50	07/11/2017 1.83%	76,876.87 76,879.91	99.91 2.06%	76,810.22 62.19	0.10% (69.69)	Aaa / NR AAA	1.96 0.40
47788CAC6	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	185,000.00	02/21/2018 2.68%	184,986.70 184,992.08	100.43 1.96%	185,788.10 218.71	0.24% 796.02	Aaa / NR AAA	2.47 0.60
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	495,000.00	08/21/2018 2.98%	494,932.09 494,952.16	101.21 1.86%	501,013.76 405.63	0.66% 6,061.60	Aaa / NR AAA	2.81 1.10
02587AAJ3	American Express Credit Trust 2017-1 A 1.93% Due 9/15/2022	1,050,000.00	Various 2.61%	1,039,535.16 1,042,737.09	99.99 1.97%	1,049,897.09 900.67	1.38% 7,160.00	Aaa / NR AAA	2.88 0.27
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	700,000.00	07/25/2019 1.48%	707,410.16 706,794.81	101.21 1.85%	708,493.10 920.89	0.93% 1,698.29	Aaa / AAA NR	2.88 1.07
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	575,000.00	07/18/2018 3.10%	574,956.42 574,969.27	101.25 1.95%	582,192.10 787.11	0.77% 7,222.83	Aaa / NR AAA	3.04 1.08
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	545,000.00	08/20/2019 1.79%	544,995.48 544,995.75	99.89 1.84%	544,383.06 431.16	0.72% (612.69)	Aaa / AAA NR	3.79 2.31
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	280,000.00	07/16/2019 2.23%	279,940.56 279,944.26	100.64 1.90%	281,782.20 275.02	0.37% 1,837.94	Aaa / NR AAA	4.13 1.99
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	370,000.00	10/01/2019 1.95%	369,971.47 369,971.88	100.03 1.93%	370,125.80 458.59	0.49% 153.92	NR / AAA AAA	4.48 2.36

Holdings Report

As of October 31, 2019



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ABS									
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	580,000.00	10/16/2019 1.94%	579,969.38 579,969.54	100.25 1.83%	581,432.60 248.76	0.76% 1,463.06	Aaa / AAA NR	4.71 2.36
Total ABS		5,364,885.89	2.29%	5,356,580.21 5,361,570.58	1.92%	5,389,520.20 5,092.23	7.08% 27,949.62	Aaa / AAA AAA	3.22 1.23
AGENCY									
3135G0D75	FNMA Note 1.5% Due 6/22/2020	1,030,000.00	Various 1.57%	1,026,700.60 1,029,562.15	99.92 1.63%	1,029,148.19 5,536.25	1.36% (413.96)	Aaa / AA+ AAA	0.64 0.63
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	450,000.00	11/21/2017 1.96%	448,833.97 449,591.73	100.27 1.62%	451,201.50 3,843.75	0.60% 1,609.77	Aaa / AA+ AAA	1.05 1.02
3135G0F73	FNMA Note 1.5% Due 11/30/2020	1,225,000.00	12/16/2015 1.90%	1,201,847.50 1,219,947.38	99.90 1.59%	1,223,763.98 7,707.29	1.62% 3,816.60	Aaa / AA+ AAA	1.08 1.06
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	1,070,000.00	02/17/2016 1.46%	1,065,677.20 1,068,876.12	99.70 1.61%	1,066,829.59 2,983.37	1.40% (2,046.53)	Aaa / AA+ AAA	1.30 1.28
3135G0J20	FNMA Note 1.375% Due 2/26/2021	1,275,000.00	Various 1.46%	1,269,953.70 1,273,626.02	99.73 1.59%	1,271,495.03 3,165.36	1.67% (2,130.99)	Aaa / AA+ AAA	1.33 1.30
3135G0K69	FNMA Note 1.25% Due 5/6/2021	400,000.00	05/27/2016 1.48%	395,724.00 398,689.42	99.52 1.57%	398,080.80 2,430.56	0.53% (608.62)	Aaa / AA+ AAA	1.52 1.48
3135G0U35	FNMA Note 2.75% Due 6/22/2021	500,000.00	06/28/2018 2.70%	500,740.00 500,407.03	101.86 1.60%	509,293.50 4,927.08	0.67% 8,886.47	Aaa / AA+ AAA	1.64 1.59
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	10/04/2016 1.33%	1,273,126.60 1,280,767.29	99.30 1.54%	1,275,962.60 4,296.72	1.68% (4,804.69)	Aaa / AA+ AAA	1.70 1.67
3137EAEK9	FHLMC Note 1.125% Due 8/12/2021	1,250,000.00	08/30/2016 1.33%	1,237,737.50 1,245,589.03	99.20 1.58%	1,240,057.50 3,085.94	1.63% (5,531.53)	Aaa / AA+ AAA	1.78 1.75
3135G0N82	FNMA Note 1.25% Due 8/17/2021	1,285,000.00	Various 1.29%	1,282,305.71 1,284,008.78	99.41 1.58%	1,277,406.94 3,301.74	1.68% (6,601.84)	Aaa / AA+ AAA	1.80 1.76
3130AF5B9	FHLB Note 3% Due 10/12/2021	1,350,000.00	11/29/2018 2.91%	1,353,402.00 1,352,310.24	102.72 1.57%	1,386,751.05 2,137.50	1.82% 34,440.81	Aaa / AA+ NR	1.95 1.89

Holdings Report

As of October 31, 2019



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AGENCY									
3135G0S38	FNMA Note 2% Due 1/5/2022	1,350,000.00	04/25/2017 1.92%	1,354,927.50 1,352,288.38	100.93 1.56%	1,362,557.70 8,700.00	1.80% 10,269.32	Aaa / AA+ AAA	2.18 2.11
3135G0T45	FNMA Note 1.875% Due 4/5/2022	1,315,000.00	06/19/2017 1.88%	1,314,801.44 1,314,899.47	100.73 1.57%	1,324,621.86 1,780.73	1.74% 9,722.39	Aaa / AA+ AAA	2.43 2.36
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	775,000.00	08/28/2018 2.83%	764,808.75 767,605.96	102.79 1.58%	796,626.38 7,642.36	1.06% 29,020.42	Aaa / AA+ NR	3.11 2.96
3135G0T94	FNMA Note 2.375% Due 1/19/2023	1,000,000.00	03/14/2018 2.73%	984,140.00 989,471.47	102.57 1.55%	1,025,653.00 6,729.17	1.36% 36,181.53	Aaa / AA+ AAA	3.22 3.07
3137EAEN5	FHLMC Note 2.75% Due 6/19/2023	1,200,000.00	07/20/2018 2.86%	1,193,976.00 1,195,542.51	104.22 1.55%	1,250,613.60 12,100.00	1.66% 55,071.09	Aaa / AA+ AAA	3.64 3.43
313383YJ4	FHLB Note 3.375% Due 9/8/2023	1,200,000.00	10/29/2018 3.08%	1,215,756.00 1,212,503.49	106.57 1.61%	1,278,884.40 5,962.50	1.69% 66,380.91	Aaa / AA+ NR	3.86 3.61
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,500,000.00	06/21/2019 1.89%	1,559,805.00 1,554,759.80	104.88 1.57%	1,573,257.00 5,869.79	2.07% 18,497.20	Aaa / AA+ AAA	3.87 3.65
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,075,000.00	Various 2.74%	1,106,057.50 1,100,999.95	107.09 1.58%	1,151,205.68 14,411.72	1.53% 50,205.73	Aaa / AA+ AAA	4.11 3.80
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,500,000.00	04/29/2019 2.37%	1,500,105.00 1,500,094.05	103.41 1.56%	1,551,075.00 5,244.79	2.04% 50,980.95	Aaa / AA+ NR	4.36 4.12
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/18/2019 1.96%	1,564,890.20 1,560,082.20	105.71 1.59%	1,585,714.51 16,411.46	2.10% 25,632.31	Aaa / AA+ NR	4.62 4.29
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,200,000.00	09/13/2019 1.79%	1,262,028.00 1,260,463.70	105.71 1.65%	1,268,548.80 4,600.00	1.67% 8,085.10	Aaa / AA+ AAA	4.87 4.53
3135G0W66	FNMA Note 1.625% Due 10/15/2024	555,000.00	10/17/2019 1.66%	554,050.95 554,058.23	100.05 1.61%	555,297.48 325.68	0.73% 1,239.25	Aaa / AA+ AAA	4.96 4.74
Total Agency		25,290,000.00	2.04%	25,431,395.12 25,466,144.40	1.58%	25,854,046.09 133,193.76	34.11% 387,901.69	Aaa / AA+ AAA	2.77 2.64
FOREIGN CORPORATE									
78012KKU0	Royal Bank of Canada Note 2.5% Due 1/19/2021	700,000.00	01/24/2018 2.64%	697,130.00 698,827.23	100.90 1.75%	706,295.10 4,958.33	0.93% 7,467.87	Aa2 / AA- AA	1.22 1.19
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	950,000.00	Various 2.94%	963,259.00 961,754.18	104.89 2.07%	996,491.10 4,288.20	1.31% 34,736.92	Aa3 / A AA-	4.36 4.05

Holdings Report

As of October 31, 2019



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FOREIGN CORPORATE									
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	900,000.00	08/28/2019 2.45%	945,756.00 944,082.97	104.93 2.43%	944,404.20 16,096.25	1.26% 321.23	A2 / A AA-	4.55 3.48
Total Foreign Corporate		2,550,000.00	2.68%	2,606,145.00 2,604,664.38	2.11%	2,647,190.40 25,342.78	3.51% 42,526.02	A1 / A+ AA-	3.60 3.08
MONEY MARKET FUND FI									
316175884	Fidelity Institutional Money Market Fund 696	675,352.03	Various 1.46%	675,352.03 675,352.03	1.00 1.46%	675,352.03 0.00	0.89% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		675,352.03	1.46%	675,352.03 675,352.03	1.46%	675,352.03 0.00	0.89% 0.00	Aaa / AAA NR	0.00 0.00
MUNICIPAL BONDS									
13063DRK6	California St TE-GO 2.4% Due 10/1/2024	900,000.00	10/16/2019 1.91%	920,673.00 920,581.32	101.88 2.00%	916,893.00 420.00	1.20% (3,688.32)	Aa2 / AA- AA	4.92 4.62
Total Municipal Bonds		900,000.00	1.91%	920,673.00 920,581.32	2.00%	916,893.00 420.00	1.20% (3,688.32)	Aa2 / AA- AA	4.92 4.62
SUPRANATIONAL									
4581X0CX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,065,000.00	04/05/2017 1.70%	1,062,475.95 1,064,567.37	99.92 1.77%	1,064,185.27 8,124.32	1.41% (382.10)	Aaa / AAA AAA	0.53 0.52
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	410,000.00	01/18/2018 2.35%	408,794.60 409,503.98	100.69 1.68%	412,832.28 2,460.00	0.55% 3,328.30	Aaa / AAA NR	1.24 1.21
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 1/18/2022	1,275,000.00	01/10/2017 2.15%	1,273,431.75 1,274,305.19	101.12 1.61%	1,289,234.10 7,751.82	1.70% 14,928.91	Aaa / NR AAA	2.22 2.15

Holdings Report

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SUPRANATIONAL									
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.40%	777,732.00 786,015.58	100.49 1.58%	803,888.80 1,827.78	1.06% 17,873.22	Aaa / AAA AAA	2.87 2.78
Total Supranational		3,550,000.00	2.09%	3,522,434.30 3,534,392.12	1.66%	3,570,140.45 20,163.92	4.71% 35,748.33	Aaa / AAA AAA	1.75 1.70
US CORPORATE									
94974BGF1	Wells Fargo Corp Note 2.15% Due 1/30/2020	735,000.00	01/26/2015 2.17%	734,204.40 734,960.72	100.06 1.89%	735,462.32 3,994.52	0.97% 501.60	A2 / A- A+	0.25 0.25
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	465,000.00	02/05/2015 1.77%	464,511.75 464,971.63	99.93 2.00%	464,661.48 1,717.92	0.61% (310.15)	Aa3 / A+ NR	0.29 0.29
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	750,000.00	06/11/2015 2.49%	741,693.75 749,072.47	100.08 2.10%	750,615.00 7,546.88	1.00% 1,542.53	A2 / A- NR	0.55 0.54
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	330,000.00	05/24/2017 1.82%	329,808.60 329,962.10	99.97 1.85%	329,908.26 2,409.00	0.44% (53.84)	A2 / A A	0.60 0.58
594918BG8	Microsoft Callable Note Cont. 10/3/2020 2% Due 11/3/2020	325,000.00	10/29/2015 2.02%	324,740.00 324,947.63	100.24 1.73%	325,783.25 3,213.89	0.43% 835.62	Aaa / AAA AA+	1.01 0.90
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due 11/3/2020	800,000.00	02/06/2017 2.16%	803,768.00 800,953.32	100.31 1.95%	802,477.60 9,097.78	1.07% 1,524.28	A3 / A A	1.01 0.90
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	875,000.00	Various 1.97%	884,992.10 877,779.71	100.57 1.79%	879,972.62 3,240.42	1.16% 2,192.91	Aaa / AA+ NR	1.33 1.31
24422ESL4	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	05/24/2017 2.12%	322,663.95 317,727.56	101.24 1.86%	318,921.12 1,396.50	0.42% 1,193.56	A2 / A A	1.34 1.31
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	05/08/2018 3.24%	407,150.50 408,551.85	101.82 1.79%	417,470.61 5,808.33	0.56% 8,918.76	A2 / A+ NR	1.53 1.47
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	940,000.00	Various 2.32%	932,971.20 934,792.84	100.15 1.85%	941,446.66 8,248.50	1.25% 6,653.82	A1 / A AA-	1.55 1.51

Holdings Report

As of October 31, 2019



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US CORPORATE									
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	590,000.00	Various 1.57%	589,298.90 589,751.96	99.85 1.64%	589,087.86 2,108.43	0.78% (664.10)	Aaa / AAA AA+	1.77 1.73
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	804,000.00	11/29/2016 2.40%	785,998.44 796,955.91	100.21 1.78%	805,662.67 1,951.93	1.06% 8,706.76	A1 / A+ A	1.88 1.75
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	750,000.00	Various 3.16%	736,272.75 741,351.22	101.71 1.80%	762,855.75 5,958.33	1.01% 21,504.53	Aa3 / AA- A+	2.20 2.11
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	390,000.00	01/19/2017 2.66%	389,329.20 389,700.60	101.61 1.85%	396,291.87 2,758.44	0.52% 6,591.27	A1 / A+ AA-	2.24 2.07
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45%	889,919.90 889,956.13	101.36 1.92%	902,104.00 5,632.96	1.19% 12,147.87	A2 / A A+	2.74 2.55
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	950,000.00	Various 2.65%	932,933.50 938,395.56	100.64 1.97%	956,041.05 3,076.94	1.26% 17,645.49	A2 / A NR	2.86 2.75
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	925,000.00	Various 3.11%	919,202.75 921,259.92	101.94 2.07%	942,910.78 8,094.58	1.25% 21,650.86	A2 / A- AA-	3.21 2.61
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	750,000.00	05/20/2019 2.73%	748,027.50 748,266.72	102.04 1.98%	765,336.75 5,300.00	1.01% 17,070.03	A2 / A A	3.24 3.00
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	650,000.00	Various 3.23%	637,699.50 641,327.62	102.89 1.90%	668,801.25 2,780.56	0.88% 27,473.63	A2 / A A	3.35 3.18
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	800,000.00	05/16/2019 2.78%	821,248.00 818,811.64	105.04 2.00%	840,315.20 233.33	1.10% 21,503.56	A1 / A AA-	3.49 3.29
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	900,000.00	Various 3.18%	871,569.25 877,181.34	101.79 1.87%	916,070.40 10,680.00	1.22% 38,889.06	Aa1 / AA+ NR	3.51 3.31
097023BQ7	Boeing Co Callable Note Cont 4/15/2023 1.875% Due 6/15/2023	500,000.00	02/13/2019 2.98%	477,785.00 481,424.27	99.15 2.12%	495,728.00 3,541.67	0.66% 14,303.73	A2 / A A	3.62 3.46
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	904,000.00	04/26/2019 2.68%	928,769.60 925,687.98	105.66 1.76%	955,156.46 10,672.22	1.27% 29,468.48	Aa2 / AA AA	3.65 3.33
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	225,000.00	07/11/2018 3.49%	224,610.75 224,711.69	105.37 1.94%	237,090.83 2,307.19	0.31% 12,379.14	A2 / A NR	3.70 3.45

Holdings Report

As of October 31, 2019



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US CORPORATE									
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	760,000.00	Various 3.28%	763,588.40 763,236.32	104.93 2.03%	797,474.08 5,885.78	1.05% 34,237.76	A1 / A+ NR	3.78 3.52
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	250,000.00	05/16/2019 2.79%	256,575.00 255,872.36	105.11 2.04%	262,771.25 1,916.67	0.35% 6,898.89	A1 / A AA-	3.78 3.52
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	750,000.00	Various 3.38%	757,259.00 756,565.78	106.38 1.94%	797,846.25 1,585.94	1.05% 41,280.47	A2 / A NR	3.95 3.67
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	900,000.00	Various 3.29%	905,512.00 904,860.20	104.15 2.25%	937,339.20 4,970.00	1.24% 32,479.00	A2 / A- A+	4.35 3.14
69371RQ25	Paccar Financial Corp Note 2.15% Due 8/15/2024	195,000.00	08/08/2019 2.20%	194,569.05 194,587.45	100.45 2.05%	195,885.69 885.08	0.26% 1,298.24	A1 / A+ NR	4.79 4.51
Total US Corporate		18,828,000.00	2.66%	18,776,672.74 18,803,624.50	1.92%	19,191,488.26 127,013.79	25.36% 387,863.76	A1 / A+ A+	2.52 2.30
US TREASURY									
912828L32	US Treasury Note 1.375% Due 8/31/2020	240,000.00	09/29/2015 1.37%	240,075.80 240,012.82	99.81 1.60%	239,550.00 562.09	0.32% (462.82)	Aaa / AA+ AAA	0.84 0.82
912828L99	US Treasury Note 1.375% Due 10/31/2020	800,000.00	11/23/2015 1.71%	787,471.43 797,463.71	99.76 1.62%	798,093.60 30.22	1.05% 629.89	Aaa / AA+ AAA	1.00 0.99
912828N89	US Treasury Note 1.375% Due 1/31/2021	1,285,000.00	03/09/2016 1.40%	1,283,749.42 1,284,680.18	99.73 1.59%	1,281,587.04 4,465.20	1.69% (3,093.14)	Aaa / AA+ AAA	1.25 1.23
912828B90	US Treasury Note 2% Due 2/28/2021	1,250,000.00	04/26/2016 1.40%	1,285,111.61 1,259,637.31	100.54 1.59%	1,256,787.50 4,258.24	1.66% (2,849.81)	Aaa / AA+ AAA	1.33 1.31
912828Q37	US Treasury Note 1.25% Due 3/31/2021	375,000.00	12/13/2016 1.81%	366,314.73 372,141.84	99.52 1.59%	373,212.75 409.84	0.49% 1,070.91	Aaa / AA+ AAA	1.42 1.39
912828T34	US Treasury Note 1.125% Due 9/30/2021	1,300,000.00	11/09/2016 1.48%	1,278,016.07 1,291,391.17	99.17 1.57%	1,289,234.70 1,278.69	1.69% (2,156.47)	Aaa / AA+ AAA	1.92 1.88
912828F96	US Treasury Note 2% Due 10/31/2021	1,025,000.00	01/27/2017 1.94%	1,027,686.05 1,026,130.15	100.87 1.56%	1,033,888.80 56.32	1.36% 7,758.65	Aaa / AA+ AAA	2.00 1.96
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14%	1,335,407.68 1,348,457.50	100.48 1.54%	1,366,587.84 4,053.85	1.80% 18,130.34	Aaa / AA+ AAA	2.33 2.27
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82%	1,115,601.34 1,108,528.97	101.58 1.52%	1,117,359.10 7,876.36	1.48% 8,830.13	Aaa / AA+ AAA	2.67 2.57

Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87%	1,000,433.04 1,000,248.90	101.00 1.51%	1,009,961.00 3,193.68	1.33% 9,712.10	Aaa / AA+ AAA	2.84 2.74
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99%	1,226,243.75 1,231,904.51	100.67 1.51%	1,248,283.20 1,897.27	1.64% 16,378.69	Aaa / AA+ AAA	2.92 2.83
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46%	1,132,121.09 1,138,517.77	101.87 1.52%	1,171,472.80 8,234.38	1.55% 32,955.03	Aaa / AA+ AAA	3.17 3.04
912828T91	US Treasury Note 1.625% Due 10/31/2023	1,500,000.00	05/29/2019 2.05%	1,472,988.28 1,475,580.74	100.41 1.52%	1,506,093.00 66.96	1.98% 30,512.26	Aaa / AA+ AAA	4.00 3.86
912828V23	US Treasury Note 2.25% Due 12/31/2023	1,250,000.00	06/21/2019 1.80%	1,274,560.55 1,272,626.65	102.88 1.53%	1,286,035.00 9,476.90	1.70% 13,408.35	Aaa / AA+ AAA	4.17 3.94
912828B66	US Treasury Note 2.75% Due 2/15/2024	1,500,000.00	04/29/2019 2.31%	1,529,648.44 1,526,517.75	105.05 1.53%	1,575,762.00 8,743.21	2.08% 49,244.25	Aaa / AA+ AAA	4.30 4.03
912828X70	US Treasury Note 2% Due 4/30/2024	1,000,000.00	06/10/2019 1.92%	1,003,515.63 1,003,233.99	102.00 1.54%	1,020,039.00 54.95	1.34% 16,805.01	Aaa / AA+ AAA	4.50 4.29
Total US Treasury		17,375,000.00	1.88%	17,358,944.91 17,377,073.96	1.55%	17,573,947.33 54,658.16	23.14% 196,873.37	Aaa / AA+ AAA	2.76 2.65
TOTAL PORTFOLIO		74,533,237.92	2.19%	74,648,197.31 74,743,403.29	1.71%	75,818,577.76 365,884.64	100.00% 1,075,174.47	Aa1 / AA AAA	2.72 2.43
TOTAL MARKET VALUE PLUS ACCRUED						76,184,462.40			

Book Value Report

As of October 31, 2019

MIG	Book Value	12 Months or Less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$5,361,570.58	\$2,826,727.80	\$1,304,957.10	\$1,229,885.68	\$5,361,570.58
Agency	\$25,466,144.40	\$1,029,562.15	\$10,073,813.04	\$14,362,769.21	\$25,466,144.40
Foreign Corporate	\$2,604,664.38	\$0.00	\$698,827.23	\$1,905,837.15	\$2,604,664.38
Money Market Fund FI	\$675,352.03	\$675,352.03	\$0.00	\$0.00	\$675,352.03
Municipal Bonds	\$920,581.32	\$0.00	\$0.00	\$920,581.32	\$920,581.32
Supranational	\$3,534,392.12	\$1,064,567.37	\$409,503.98	\$2,060,320.77	\$3,534,392.12
US Corporate	\$18,803,624.50	\$3,404,867.87	\$3,925,559.83	\$11,473,196.80	\$18,803,624.50
US Treasury	\$17,377,073.96	\$240,012.82	\$5,005,314.21	\$12,131,746.93	\$17,377,073.96
TOTAL	\$74,743,403.29	\$9,241,090.04	\$21,417,975.39	\$44,084,337.86	\$74,743,403.29

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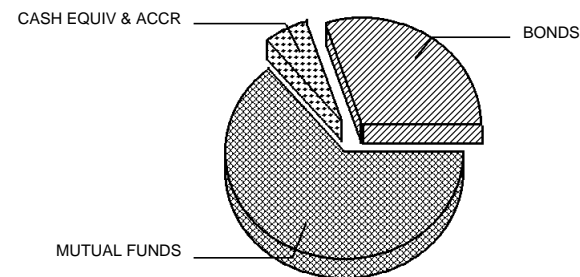
PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET SUMMARY

ASSETS	10/31/2019 MARKET	10/31/2019 BOOK VALUE	% OF MARKET
Cash And Equivalents	381,576.72	381,576.72	4.41
Corporate Issues	2,603,107.43	2,625,208.54	30.08
Mutual Funds-Equity	5,051,069.25	4,399,885.94	58.37
Mutual Funds-Fixed Income	596,739.58	590,429.40	6.90
Total Assets	8,632,492.98	7,997,100.60	99.76
Accrued Income	20,795.39	20,795.39	0.24
Grand Total	8,653,288.37	8,017,895.99	100.00

Estimated Annual Income **179,154.94**



ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cash And Equivalents						
Money Markets						
First Am Govt Ob Fd Cl Z 31846V567 Asset Minor Code 1	380,153.040	380,153.04 1.0000	380,153.04	.00 .00	627.29	1.55
Total Money Markets	380,153.040	380,153.04	380,153.04	.00 .00	627.29	1.54
Cash						
Cash		1,423.68	1,423.68			
Total Cash	.000	1,423.68	1,423.68	.00 .00	.00	0.00
Total Cash And Equivalents	380,153.040	381,576.72	381,576.72	.00 .00	627.29	1.54
Corporate Issues						
Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moodys Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	154,663.50 103.1090	158,403.00	- 3,739.50 246.00	807.50	2.76
Becton Dickinson 2.675% 12/15/19 Standard & Poors Rating: BBB Moodys Rating: Ba1 075887BE8 Asset Minor Code 28	28,000.000	28,008.68 100.0310	27,921.04	87.64 1.96	282.96	2.67

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cisco Systems Inc 2.900% 3/04/21 Standard & Poors Rating: AA- Moody's Rating: A1 17275RAP7 Asset Minor Code 28	200,000.000	202,894.00 101.4470	207,884.00	- 4,990.00 - 116.00	918.33	2.86
Coca Cola Co The 2.250% 9/01/26 Standard & Poors Rating: A+ Moody's Rating: A1 191216BZ2 Asset Minor Code 28	150,000.000	151,644.00 101.0960	152,353.50	- 709.50 - 709.50	562.50	2.23
Walt Disney Mtn 1.950% 3/04/20 Standard & Poors Rating: A Moody's Rating: A2 25468PDP8 Asset Minor Code 28	100,000.000	100,025.00 100.0250	99,904.00	121.00 72.00	308.75	1.95
Enterprise Products 4.150% 10/16/28 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 29379VBT9 Asset Minor Code 28	100,000.000	110,459.00 110.4590	111,471.00	- 1,012.00 - 285.00	172.92	3.76
Exxon Mobil Corp 2.709% 3/06/25 Standard & Poors Rating: AA+ Moody's Rating: Aaa 30231GAF9 Asset Minor Code 28	100,000.000	103,618.00 103.6180	102,857.00	761.00 352.00	413.88	2.61
Gen Elec Cap Crp Mtn 5.500% 1/08/20 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 36962G4J0 Asset Minor Code 28	200,000.000	201,212.00 100.6060	228,930.00	- 27,718.00 - 340.00	3,452.78	5.47
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: A Moody's Rating: A2 45866FAD6 Asset Minor Code 28	100,000.000	108,402.00 108.4020	104,231.00	4,171.00 518.00	1,562.50	3.46

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Jp Morgan Chase Co 2.700% 5/18/23 Standard & Poors Rating: A- Moody's Rating: A2 46625HRL6 Asset Minor Code 28	75,000.000	76,489.50 101.9860	74,970.75	1,518.75 228.75	916.88	2.65
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	103,348.00 103.3480	103,111.00	237.00 366.00	580.56	2.66
Mondelez Int 4.000% 2/01/24 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AB1 Asset Minor Code 28	100,000.000	106,955.00 106.9550	109,303.00	- 2,348.00 437.00	1,000.00	3.74
Mondelez 3.625% 2/13/26 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AR6 Asset Minor Code 28	75,000.000	80,566.50 107.4220	80,224.50	342.00 668.25	589.06	3.37
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	150,000.000	153,694.50 102.4630	144,841.00	8,853.50 918.00	1,781.25	2.32
Pnc Financial 3.500% 1/23/24 Standard & Poors Rating: A- Moody's Rating: A3 693475AV7 Asset Minor Code 28	100,000.000	105,781.00 105.7810	105,422.00	359.00 203.00	952.78	3.31
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	78,354.75 104.4730	73,932.75	4,422.00 212.25	5.73	2.63

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Stryker Corp 3.375% 11/01/25 Standard & Poors Rating: A Moody's Rating: Baa1 863667AH4 Asset Minor Code 28	100,000.000	106,504.00 106.5040	100,401.00	6,103.00 456.00	1,687.50	3.17
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 867914BM4 Asset Minor Code 28	100,000.000	101,363.00 101.3630	100,346.00	1,017.00 246.00	705.00	2.66
Verizon 5.150% 9/15/23 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 92343VBR4 Asset Minor Code 28	200,000.000	223,376.00 111.6880	230,048.00	- 6,672.00 - 398.00	1,316.11	4.61
Visa Inc 2.200% 12/14/20 Standard & Poors Rating: AA- Moody's Rating: Aa3 92826CAB8 Asset Minor Code 28	200,000.000	200,984.00 100.4920	204,764.00	- 3,780.00 242.00	1,674.44	2.19
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: A- Moody's Rating: A2 94974BGA2 Asset Minor Code 28	100,000.000	104,765.00 104.7650	103,890.00	875.00 372.00	476.67	3.15
Total Corporate Issues	2,503,000.000	2,603,107.43	2,625,208.54	- 22,101.11 3,690.71	20,168.10	3.16
Mutual Funds						
Mutual Funds-Equity						
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	15,857.096	430,837.30 27.1700	349,662.65	81,174.65 8,245.69	.00	1.20

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Dfa Large Cap Intl Port. 233203868 Asset Minor Code 98	10,578.537	240,979.07 22.7800	221,437.10	19,541.97 7,722.33	.00	2.98
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,104.100	174,054.88 42.4100	152,202.28	21,852.60 5,909.90	.00	2.55
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	3,182.815	608,013.15 191.0300	565,987.63	42,025.52 13,940.73	.00	1.88
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	4,004.097	303,470.51 75.7900	250,613.33	52,857.18 9,369.59	.00	0.27
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	16,675.884	263,145.45 15.7800	214,598.36	48,547.09 9,004.98	.00	1.23
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	7,455.000	421,580.25 56.5500	336,949.59	84,630.66 4,473.00	.00	1.42
Mfs International Growth R6 552746356 Asset Minor Code 98	4,879.940	174,018.66 35.6600	134,570.60	39,448.06 5,416.73	.00	1.13
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	4,335.659	301,198.23 69.4700	246,394.21	54,804.02 6,373.42	.00	0.30
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	5,837.164	358,460.24 61.4100	358,021.87	438.37 - 758.83	.00	1.46
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	13,651.999	1,124,788.20 82.3900	961,505.22	163,282.98 22,525.80	.00	1.61

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from October 1, 2019 to October 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	3,035.000	286,200.50 94.3000	258,515.55	27,684.95 3,186.75	.00	3.33
Victory Rs Small Cap Growth Fund 92647Q363 Asset Minor Code 98	4,575.770	364,322.81 79.6200	349,427.55	14,895.26 8,099.12	.00	0.00
Total Mutual Funds-Equity	98,173.061	5,051,069.25	4,399,885.94	651,183.31 103,509.21	.00	1.46
Mutual Funds-Fixed Income						
Vanguard Short Term Invst Grade #539 922031836 Asset Minor Code 99	55,510.659	596,739.58 10.7500	590,429.40	6,310.18 555.10	.00	2.92
Total Mutual Funds-Fixed Income	55,510.659	596,739.58	590,429.40	6,310.18 555.10	.00	2.92
Total Mutual Funds	153,683.720	5,647,808.83	4,990,315.34	657,493.49 104,064.31	.00	1.61
Total Assets	3,036,836.760	8,632,492.98	7,997,100.60	635,392.38 107,755.02	20,795.39	2.08
Accrued Income	.000	20,795.39	20,795.39			
Grand Total	3,036,836.760	8,653,288.37	8,017,895.99			



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.24
Average Coupon	2.02%
Average Purchase YTM	1.67%
Average Market YTM	1.56%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.33 yrs
Average Life	2.33 yrs

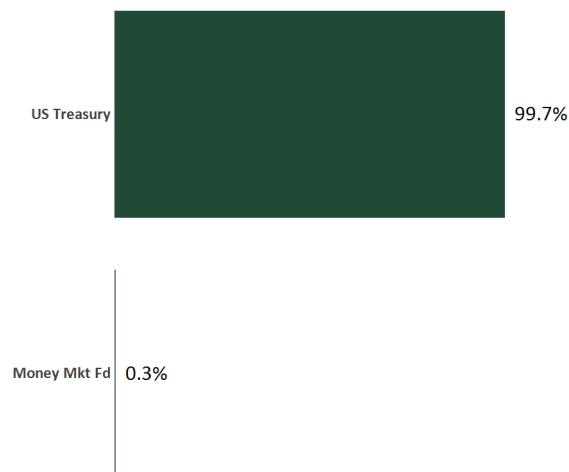
ACCOUNT SUMMARY

	Beg. Values as of 9/30/19	End Values as of 10/31/19
Market Value	271,458	268,067
Accrued Interest	1,052	1,148
Total Market Value	272,510	269,215
Income Earned	369	382
Cont/WD		-4,169
Par	268,709	264,900
Book Value	269,754	265,870
Cost Value	272,717	268,908

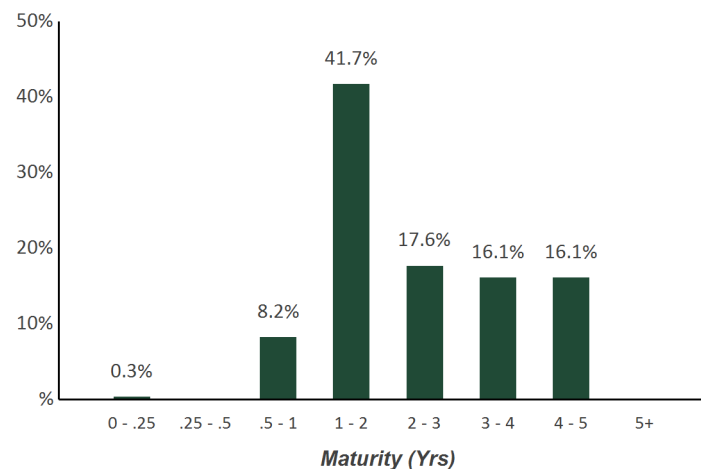
TOP ISSUERS

Government of United States	99.7%
Invesco Treasury Portfolio MMF	0.3%
Total	100.0%

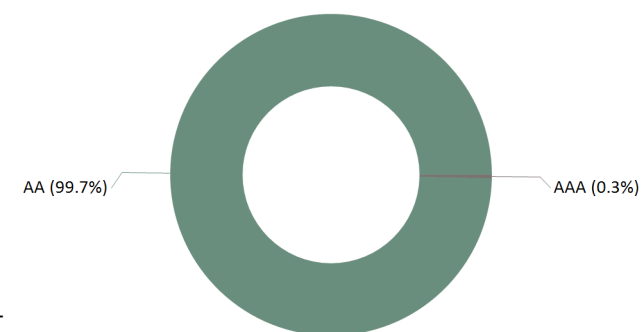
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	5/31/2010
Brea Lease Revenue Bonds, Reserve Account	0.32%	1.23%	4.00%	5.59%	2.45%	1.54%	1.77%	N/A	2.09%
ICE BAML 3-Month US Treasury Bill Index	0.19%	0.57%	2.01%	2.40%	2.04%	1.60%	1.02%	N/A	0.58%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$269,754.28
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$360.59	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$360.59
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$4,169.08	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$4,169.08
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$75.31)	
		(\$75.31)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$265,870.48

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$4,708.71
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$355.00	
Dividend Received	\$5.59	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$360.59	
<u>Dispositions</u>		
Withdrawals	\$4,169.08	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$4,169.08	
ENDING BOOK VALUE		\$900.22



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	900.22	Various 1.36%	900.22 900.22	1.00 1.36%	900.22 0.00	0.33% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		900.22	1.36%	900.22 900.22	1.36%	900.22 0.00	0.33% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828XM7	US Treasury Note 1.625% Due 7/31/2020	22,000.00	08/24/2016 1.03%	22,506.25 22,096.24	100.01 1.61%	22,001.72 90.35	8.21% (94.52)	Aaa / AA+ AAA	0.75 0.74
912828WC0	US Treasury Note 1.75% Due 10/31/2020	22,000.00	Various 1.45%	22,276.59 22,062.86	100.14 1.61%	22,030.08 1.06	8.18% (32.78)	Aaa / AA+ AAA	1.00 0.99
912828A83	US Treasury Note 2.375% Due 12/31/2020	22,000.00	08/24/2016 1.08%	23,208.35 22,323.95	100.86 1.63%	22,189.07 176.06	8.31% (134.88)	Aaa / AA+ AAA	1.17 1.14
912828B90	US Treasury Note 2% Due 2/28/2021	22,000.00	08/24/2016 1.10%	22,868.90 22,255.71	100.54 1.59%	22,119.46 74.95	8.24% (136.25)	Aaa / AA+ AAA	1.33 1.31
912828WN6	US Treasury Note 2% Due 5/31/2021	20,000.00	07/11/2016 1.01%	20,937.57 20,303.24	100.63 1.60%	20,125.78 168.31	7.54% (177.46)	Aaa / AA+ AAA	1.58 1.54
912828F21	US Treasury Note 2.125% Due 9/30/2021	25,000.00	10/27/2016 1.38%	25,879.97 25,342.10	101.04 1.57%	25,260.75 46.45	9.40% (81.35)	Aaa / AA+ AAA	1.92 1.87
912828J43	US Treasury Note 1.75% Due 2/28/2022	24,000.00	04/24/2017 1.84%	23,905.39 23,954.54	100.48 1.54%	24,116.26 71.54	8.98% 161.72	Aaa / AA+ AAA	2.33 2.27
912828L24	US Treasury Note 1.875% Due 8/31/2022	23,000.00	09/18/2017 1.84%	23,039.61 23,022.67	101.00 1.51%	23,229.10 73.45	8.66% 206.43	Aaa / AA+ AAA	2.84 2.74
912828N30	US Treasury Note 2.125% Due 12/31/2022	20,000.00	01/09/2018 2.31%	19,825.00 19,888.60	101.87 1.52%	20,373.44 143.21	7.62% 484.84	Aaa / AA+ AAA	3.17 3.04
9128284D9	US Treasury Note 2.5% Due 3/31/2023	22,000.00	06/13/2018 2.84%	21,669.14 21,764.56	103.23 1.52%	22,711.57 48.09	8.45% 947.01	Aaa / AA+ AAA	3.42 3.27
912828T91	US Treasury Note 1.625% Due 10/31/2023	20,000.00	02/21/2019 2.52%	19,214.84 19,330.41	100.41 1.52%	20,081.24 0.89	7.46% 750.83	Aaa / AA+ AAA	4.00 3.86

Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	22,000.00	06/18/2019	22,676.33	104.22	22,928.14	8.61%	Aaa / AA+	4.54
			1.84%	22,625.38	1.53%	254.08	302.76	AAA	4.25
Total US Treasury		264,000.00	1.67%	268,007.94 264,970.26	1.56%	267,166.61 1,148.44	99.67% 2,196.35	Aaa / AA+ AAA	2.33 2.25
TOTAL PORTFOLIO		264,900.22	1.67%	268,908.16 265,870.48	1.56%	268,066.83 1,148.44	100.00% 2,196.35	Aaa / AA+ AAA	2.33 2.24
TOTAL MARKET VALUE PLUS ACCRUED						269,215.27			

Portfolio Summary

As of October 31, 2019



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.57
Average Coupon	2.18%
Average Purchase YTM	2.56%
Average Market YTM	1.55%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.68 yrs
Average Life	2.68 yrs

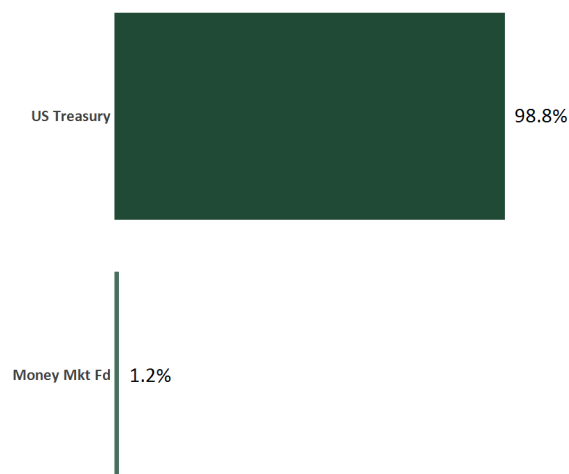
ACCOUNT SUMMARY

	Beg. Values as of 9/30/19	End Values as of 10/31/19
Market Value	679,202	680,084
Accrued Interest	2,052	3,275
Total Market Value	681,255	683,358
Income Earned	1,391	1,440
Cont/WD		0
Par	668,155	668,164
Book Value	663,334	663,552
Cost Value	659,467	659,476

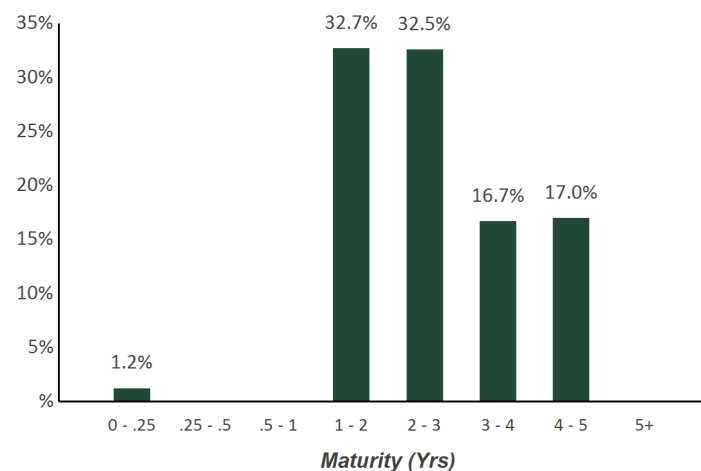
TOP ISSUERS

Government of United States	98.8%
Invesco Treasury Portfolio MMF	1.2%
Total	100.0%

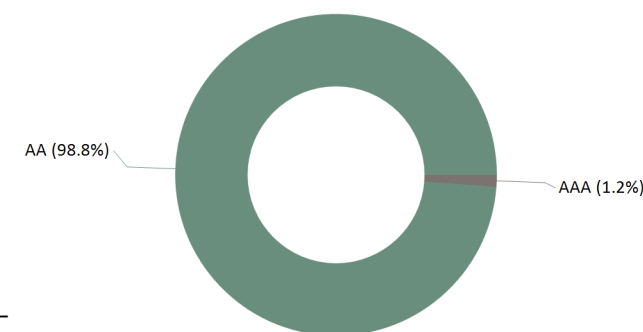
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	6/30/2018
Brea CFD 2008 2 17 Reserve Fund	0.31%	1.33%	4.09%	5.85%	N/A	N/A	N/A	N/A	4.51%
ICE BAML 3-5 Yr US Treasury/Agency Index	0.30%	1.60%	5.40%	7.80%	N/A	N/A	N/A	N/A	5.75%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$663,334.33
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$8.70	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$8.70
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$209.28	
		\$209.28
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$663,552.31

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$8,155.22
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$0.00	
Dividend Received	\$8.70	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$8.70	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$8,163.92

Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	8,163.92	Various 1.36%	8,163.92 8,163.92	1.00 1.36%	8,163.92 0.00	1.19% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		8,163.92	1.36%	8,163.92 8,163.92	1.36%	8,163.92 0.00	1.19% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828A83	US Treasury Note 2.375% Due 12/31/2020	110,000.00	06/28/2018 2.58%	109,467.19 109,752.21	100.86 1.63%	110,945.34 880.30	16.36% 1,193.13	Aaa / AA+ AAA	1.17 1.14
912828F21	US Treasury Note 2.125% Due 9/30/2021	110,000.00	06/28/2018 2.64%	108,242.58 108,966.83	101.04 1.57%	111,147.30 204.37	16.29% 2,180.47	Aaa / AA+ AAA	1.92 1.87
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	06/13/2018 2.79%	105,986.72 107,482.44	100.48 1.54%	110,532.84 327.88	16.22% 3,050.40	Aaa / AA+ AAA	2.33 2.27
912828L24	US Treasury Note 1.875% Due 8/31/2022	110,000.00	06/13/2018 2.82%	105,887.89 107,237.22	101.00 1.51%	111,095.71 351.30	16.31% 3,858.49	Aaa / AA+ AAA	2.84 2.74
9128284D9	US Treasury Note 2.5% Due 3/31/2023	110,000.00	06/13/2018 2.84%	108,345.70 108,822.81	103.23 1.52%	113,557.84 240.44	16.65% 4,735.03	Aaa / AA+ AAA	3.42 3.27
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	110,000.00	06/18/2019 1.84%	113,381.64 113,126.88	104.22 1.53%	114,640.68 1,270.38	16.96% 1,513.80	Aaa / AA+ AAA	4.54 4.25
Total US Treasury		660,000.00	2.58%	651,311.72 655,388.39	1.55%	671,919.71 3,274.67	98.81% 16,531.32	Aaa / AA+ AAA	2.72 2.60
TOTAL PORTFOLIO		668,163.92	2.56%	659,475.64 663,552.31	1.55%	680,083.63 3,274.67	100.00% 16,531.32	Aaa / AA+ AAA	2.68 2.57
TOTAL MARKET VALUE PLUS ACCRUED						683,358.30			

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the City of Brea for Period Ending November 30, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of November. Cash for day-to-day activities is deposited in the demand and interest-bearing checking accounts. The Local Agency Investment Fund (LAIF) is used for short term investment and functions like a savings account. The City's managed investment portfolio is for longer-term investments which are managed through Chandler Asset Management. Together, the short and long-term investment accounts represent the City's investment portfolio. Attachment A includes a Portfolio Summary, Holdings Report, Book Value Report and Compliance with Investment Policy Statement prepared by Chandler Asset Management for the invested funds. The book value is the cost plus or minus amortization/accretion.

As of November 30, 2019, the total market value of the managed investment portfolio, including accrued interest, was \$75,756,318.01 as compared to \$76,184,462.40 at October 31, 2019. The weighted average investment yield for November 2019 was 2.2%, which was slightly higher than the prior month. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of \$15,984,059.16 at November 30, 2019. This brings the total value of the City's investment portfolio as of November 30, 2019 to \$91,740,377.17 as compared to \$92,640,023.99 at October 31, 2019.

Restricted cash and investments are held in the post-employment benefits trust account administered by PARS (PARS account) and managed by HighMark Capital and the City's various bond reserve accounts which are managed by Chandler Asset Management.

Attachment A includes a monthly statement from US Bank for the PARS account, as well as a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of November 30, 2019, the market value of the PARS account, including short-term cash and accrued interest was \$8,823,266.78 as compared to \$8,653,288.37 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest was \$1,208,649.31 in comparison to \$1,209,754.50 from the prior month.

All City investments are GASB rated No. 1, where the custodian (The Bank of New York Mellon

Trust Company, N.A.) acts as an agent of the City, and is not a counter party to the investment transaction, and all securities are held in the name of the City of Brea. The custodial account at Bank of New York and account records with Chandler Asset Management have been reconciled to par value for the month. The City of Brea has sufficient cash flow to meet its expected expenditures for the next six months.

FISCAL IMPACT/SUMMARY

During the month of November, the total value of the City's investment portfolio decreased by \$899,646.82. This decrease was to address November operating expenditures. The City's PARS account increased by \$169,978.41 from market rate adjustments. The City's bond reserve accounts decreased by \$1,105.19 from market rate adjustments.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Ana Conrique, Senior Accountant
Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

City of Brea
Cash and Investment Information
November 30, 2019

		Cost Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 8,044,083.41	\$ 8,044,083.41
Local Agency Investment Fund	LAIF	\$ 15,928,003.53	\$ 15,984,059.16
Managed Investment Portfolio - CHANDLER	Chandler	\$ 74,747,161.56	\$ 75,756,318.01
PARS Post-Employment Benefits Trust**	US Bank	\$ 8,016,190.72	\$ 8,823,266.78
<u>Fiscal Agent Cash & Investments**</u>			
2010 Lease Revenue Bonds	Chandler/BNY	\$ 304,345.73	\$ 304,000.28
2014 Downtown Brea Public Improvements CFD Bonds	Chandler/BNY	\$ 166,611.67	\$ 166,611.67
2014 Water Revenue Bonds	Chandler/BNY	\$ 284.29	\$ 284.29
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 661,302.46	\$ 683,129.09
2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1)	Chandler/BNY	\$ 25,460.70	\$ 25,460.70
2019 Water Revenue Bonds	Chandler/BNY	\$ 29,163.28	\$ 29,163.28
Sub-total - Fiscal Agent Cash & Investments		\$ 1,187,168.13	\$ 1,208,649.31
Report Grand Total		\$ 107,922,607.35	\$ 109,816,376.67

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
November 30, 2019

Fiscal Agent Cash & Investments Detail		Cost Value	Market Value
10129	2010 Lease Revenue Bonds - CHANDLER	\$ 269,183.97	\$ 268,838.52
	Short-Term Treasury Funds - BNY	\$ 35,161.76	\$ 35,161.76
	Sub-total	\$ 304,345.73	\$ 304,000.28
	2014 Downtown Brea Public Improvements CFD Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 166,611.67	\$ 166,611.67
	Sub-total	\$ 166,611.67	\$ 166,611.67
	2014 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 284.29	\$ 284.29
	Sub-total	\$ 284.29	\$ 284.29
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - CHANDLER	\$ 660,862.50	\$ 682,689.13
	Short-Term Treasury Funds - BNY	\$ 439.96	\$ 439.96
	Sub-total	\$ 661,302.46	\$ 683,129.09
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 25,460.70	\$ 25,460.70
	Sub-total	\$ 25,460.70	\$ 25,460.70
	2019 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 29,163.28	\$ 29,163.28
	Sub-total	\$ 29,163.28	\$ 29,163.28
Report Grand Total		\$ 1,187,168.13	\$ 1,208,649.31



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	2.08%
Average Purchase YTM	2.08%
Average Market YTM	2.08%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 10/31/19	End Values as of 11/30/19
Market Value	16,428,004	15,928,004
Accrued Interest	27,670	56,056
Total Market Value	16,455,674	15,984,059
Income Earned	33,762	28,385
Cont/WD		-500,000
Par	16,428,004	15,928,004
Book Value	16,428,004	15,928,004
Cost Value	16,428,004	15,928,004

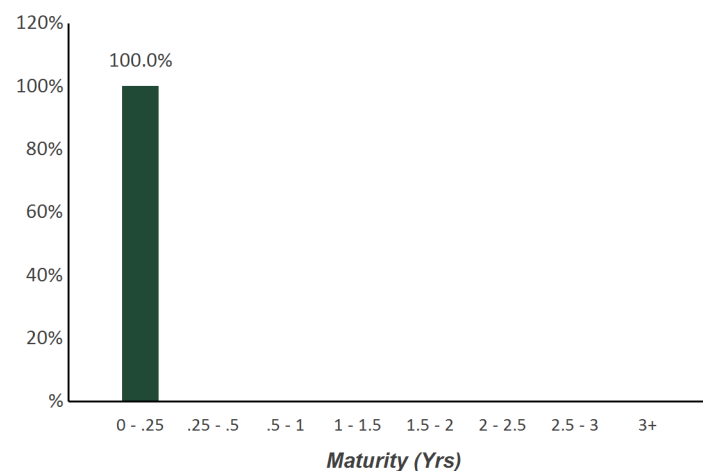
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

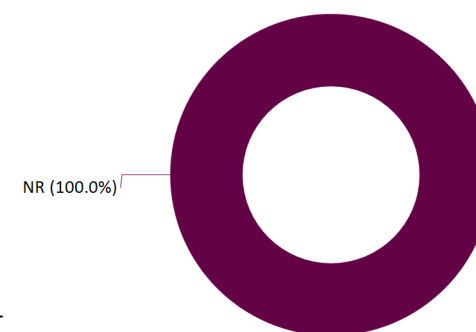
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	2/28/2012
City of Brea Laif	0.17%	0.59%	2.32%	2.52%	2.19%	1.77%	1.22%	N/A	N/A

Holdings Report
As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	15,928,003.53	Various 2.08%	15,928,003.53 15,928,003.53	1.00 2.08%	15,928,003.53 56,055.63	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		15,928,003.53	2.08%	15,928,003.53	2.08%	15,928,003.53 56,055.63	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		15,928,003.53	2.08%	15,928,003.53	2.08%	15,928,003.53 56,055.63	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						15,984,059.16			



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.43
Average Coupon	2.25%
Average Purchase YTM	2.20%
Average Market YTM	1.78%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.72 yrs
Average Life	2.55 yrs

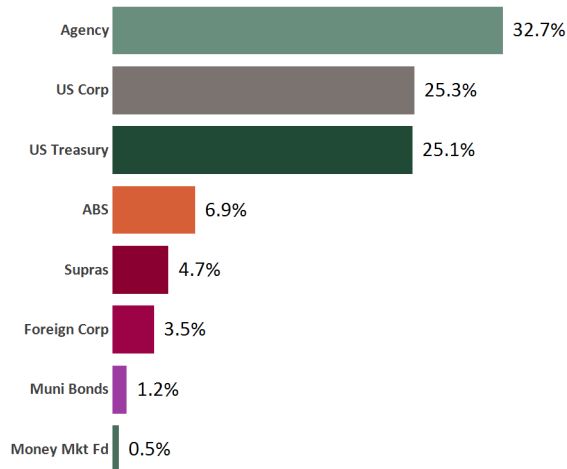
ACCOUNT SUMMARY

	Beg. Values as of 10/31/19	End Values as of 11/30/19
Market Value	75,818,578	75,765,455
Accrued Interest	365,885	399,756
Total Market Value	76,184,462	76,165,211
Income Earned	137,265	137,112
Cont/WD		0
Par	74,533,238	74,603,652
Book Value	74,743,403	74,846,141
Cost Value	74,648,197	74,756,349

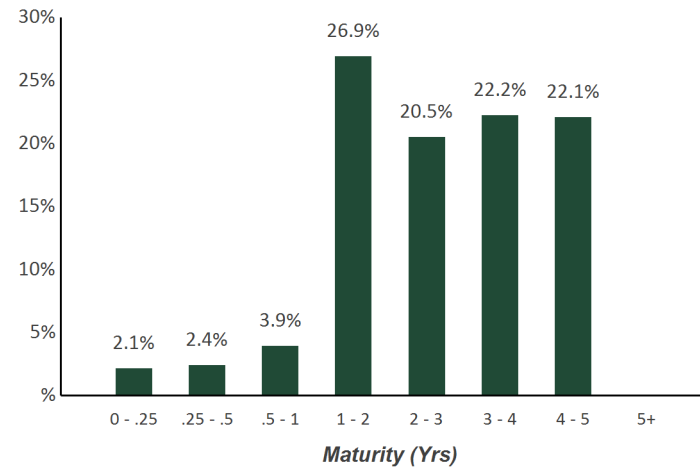
TOP ISSUERS

Government of United States	25.1%
Federal Home Loan Bank	15.0%
Federal National Mortgage Assoc	13.9%
Inter-American Dev Bank	4.2%
Federal Home Loan Mortgage Corp	3.9%
Honda ABS	1.6%
Bank of New York	1.5%
John Deere ABS	1.4%
Total	66.6%

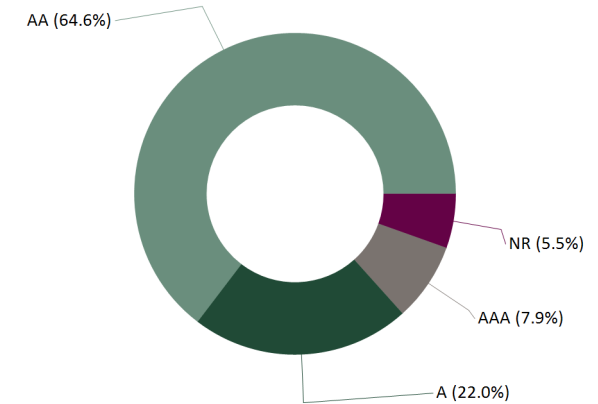
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/1996
City of Brea	-0.03%	0.17%	4.36%	5.41%	2.96%	2.34%	1.84%	1.88%	3.84%
ICE BAML 1-5 Yr US Treasury/Agency Index*	-0.10%	-0.03%	4.04%	5.18%	2.77%	2.07%	1.59%	1.57%	3.48%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	-0.09%	0.03%	4.27%	5.39%	2.87%	2.20%	1.70%	1.75%	N/A

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

Reconciliation Summary

As of November 30, 2019



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$74,743,403.29
<u>Acquisition</u>		
+ Security Purchases	\$1,533,925.78	
+ Money Market Fund Purchases	\$221,341.20	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$1,755,266.98
<u>Dispositions</u>		
- Security Sales	\$1,029,073.00	
- Money Market Fund Sales	\$499,757.87	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$121,169.36	
Total Dispositions		\$1,650,000.23
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$2,026.63)	
		(\$2,026.63)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	(\$502.24)	
		(\$502.24)
ENDING BOOK VALUE		\$74,846,141.17

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$675,352.03
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$1,029,073.00	
Accrued Interest Received	\$5,836.67	
Interest Received	\$99,557.46	
Dividend Received	\$614.38	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$121,169.36	
Total Acquisitions	\$1,256,250.87	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$1,533,925.78	
Accrued Interest Paid	\$741.76	
Total Dispositions	\$1,534,667.54	
ENDING BOOK VALUE		\$396,935.36

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89238BAB8	Toyota Auto Receivables Trust 2018-A A2A 2.1% Due 10/15/2020	4,319.44	01/23/2018 2.12%	4,319.00 4,319.30	100.00 2.40%	4,319.62 4.03	0.01% 0.32	Aaa / AAA NR	0.88 0.03
654747AD6	Nissan Auto Receivables Trust 2017-A A3 1.74% Due 8/16/2021	206,588.23	12/27/2017 2.10%	205,272.84 205,969.22	99.91 2.01%	206,403.33 149.78	0.27% 434.11	Aaa / NR AAA	1.71 0.34
43811BAC8	Honda Auto Receivables Trust 2017-2 A3 1.68% Due 8/16/2021	203,968.98	04/27/2018 2.62%	200,797.90 202,325.50	99.89 1.93%	203,754.60 152.30	0.27% 1,429.10	Aaa / AAA NR	1.71 0.44
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	67,854.52	07/11/2017 1.83%	67,849.55 67,852.33	99.91 2.08%	67,793.07 54.89	0.09% (59.26)	Aaa / NR AAA	1.88 0.36
47788CAC6	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	165,985.36	02/21/2018 2.68%	165,973.43 165,978.49	100.36 2.04%	166,582.35 196.23	0.22% 603.86	Aaa / NR AAA	2.38 0.56
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	495,000.00	08/21/2018 2.98%	494,932.09 494,953.56	101.06 1.92%	500,248.48 405.63	0.66% 5,294.92	Aaa / NR AAA	2.73 1.01
02587AAJ3	American Express Credit Trust 2017-1 A 1.93% Due 9/15/2022	1,050,000.00	Various 2.61%	1,039,535.16 1,042,944.80	99.99 2.01%	1,049,853.00 900.67	1.38% 6,908.20	Aaa / NR AAA	2.79 0.19
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	700,000.00	07/25/2019 1.48%	707,410.16 706,600.48	101.04 1.92%	707,295.40 920.89	0.93% 694.92	Aaa / AAA NR	2.79 0.98
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	575,000.00	07/18/2018 3.10%	574,956.42 574,970.10	101.15 1.95%	581,585.48 787.11	0.76% 6,615.38	Aaa / NR AAA	2.96 0.99
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	545,000.00	08/20/2019 1.79%	544,995.48 544,995.87	99.86 1.85%	544,252.26 431.16	0.72% (743.61)	Aaa / AAA NR	3.71 2.16
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	280,000.00	07/16/2019 2.23%	279,940.56 279,945.37	100.54 1.92%	281,515.92 275.02	0.37% 1,570.55	Aaa / NR AAA	4.04 1.82
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	370,000.00	10/01/2019 1.95%	369,971.47 369,972.40	99.93 1.98%	369,758.02 219.33	0.49% (214.38)	NR / AAA AAA	4.40 2.22

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	580,000.00	10/16/2019 1.94%	579,969.38 579,970.07	100.10 1.90%	580,552.74 497.51	0.76% 582.67	Aaa / AAA NR	4.63 2.29
Total ABS		5,243,716.53	2.29%	5,235,923.44 5,240,797.49	1.95%	5,263,914.27 4,994.55	6.92% 23,116.78	Aaa / AAA AAA	3.17 1.16
AGENCY									
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	450,000.00	11/21/2017 1.96%	448,833.97 449,623.79	100.20 1.66%	450,902.70 328.13	0.59% 1,278.91	Aaa / AA+ AAA	0.97 0.95
3135G0F73	FNMA Note 1.5% Due 11/30/2020	1,225,000.00	12/16/2015 1.90%	1,201,847.50 1,220,331.13	99.82 1.68%	1,222,806.03 51.04	1.61% 2,474.90	Aaa / AA+ AAA	1.00 0.99
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	1,070,000.00	02/17/2016 1.46%	1,065,677.20 1,068,947.10	99.65 1.67%	1,066,231.46 4,209.41	1.41% (2,715.64)	Aaa / AA+ AAA	1.22 1.20
3135G0J20	FNMA Note 1.375% Due 2/26/2021	1,275,000.00	Various 1.46%	1,269,953.70 1,273,711.37	99.64 1.67%	1,270,461.00 4,626.30	1.67% (3,250.37)	Aaa / AA+ AAA	1.24 1.22
3135G0K69	FNMA Note 1.25% Due 5/6/2021	400,000.00	05/27/2016 1.48%	395,724.00 398,760.65	99.45 1.64%	397,807.20 347.22	0.52% (953.45)	Aaa / AA+ AAA	1.43 1.41
3135G0U35	FNMA Note 2.75% Due 6/22/2021	500,000.00	06/28/2018 2.70%	500,740.00 500,386.65	101.67 1.66%	508,349.00 6,072.92	0.68% 7,962.35	Aaa / AA+ AAA	1.56 1.51
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	10/04/2016 1.33%	1,273,126.60 1,280,971.77	99.24 1.60%	1,275,191.60 5,501.41	1.68% (5,780.17)	Aaa / AA+ AAA	1.62 1.59
3137EAEK9	FHLMC Note 1.125% Due 8/12/2021	1,250,000.00	08/30/2016 1.33%	1,237,737.50 1,245,792.61	99.14 1.64%	1,239,281.25 4,257.81	1.63% (6,511.36)	Aaa / AA+ AAA	1.70 1.67
3135G0N82	FNMA Note 1.25% Due 8/17/2021	1,285,000.00	Various 1.29%	1,282,305.71 1,284,054.18	99.38 1.62%	1,277,042.00 4,640.28	1.68% (7,012.18)	Aaa / AA+ AAA	1.72 1.68
3130AF5B9	FHLB Note 3% Due 10/12/2021	1,350,000.00	11/29/2018 2.91%	1,353,402.00 1,352,212.76	102.48 1.64%	1,383,519.15 5,512.50	1.82% 31,306.39	Aaa / AA+ NR	1.87 1.81
3135G0S38	FNMA Note 2% Due 1/5/2022	1,350,000.00	04/25/2017 1.92%	1,354,927.50 1,352,202.14	100.72 1.65%	1,359,760.50 10,950.00	1.80% 7,558.36	Aaa / AA+ AAA	2.10 2.03

Holdings Report

As of November 30, 2019



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AGENCY									
3135G0T45	FNMA Note 1.875% Due 4/5/2022	1,315,000.00	06/19/2017 1.88%	1,314,801.44 1,314,902.88	100.53 1.64%	1,321,993.17 3,835.42	1.74% 7,090.29	Aaa / AA+ AAA	2.35 2.28
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	775,000.00	08/28/2018 2.83%	764,808.75 767,801.57	102.41 1.68%	793,686.80 9,256.94	1.05% 25,885.23	Aaa / AA+ NR	3.03 2.88
3135G0T94	FNMA Note 2.375% Due 1/19/2023	1,000,000.00	03/14/2018 2.73%	984,140.00 989,740.28	102.22 1.65%	1,022,154.00 8,708.33	1.35% 32,413.72	Aaa / AA+ AAA	3.14 2.99
3137EAEN5	FHLMC Note 2.75% Due 6/19/2023	1,200,000.00	07/20/2018 2.86%	1,193,976.00 1,195,643.36	103.84 1.63%	1,246,052.40 14,850.00	1.66% 50,409.04	Aaa / AA+ AAA	3.55 3.35
313383YJ4	FHLB Note 3.375% Due 9/8/2023	1,200,000.00	10/29/2018 3.08%	1,215,756.00 1,212,236.89	106.25 1.66%	1,275,003.60 9,337.50	1.69% 62,766.71	Aaa / AA+ NR	3.78 3.53
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,500,000.00	06/21/2019 1.89%	1,559,805.00 1,553,595.53	104.43 1.66%	1,566,522.00 9,463.54	2.07% 12,926.47	Aaa / AA+ AAA	3.79 3.57
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,075,000.00	Various 2.74%	1,106,057.50 1,100,479.25	106.57 1.68%	1,145,625.35 17,435.16	1.53% 45,146.10	Aaa / AA+ AAA	4.02 3.72
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,500,000.00	04/29/2019 2.37%	1,500,105.00 1,500,092.27	102.97 1.65%	1,544,500.50 8,213.54	2.04% 44,408.23	Aaa / AA+ NR	4.27 4.04
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/18/2019 1.96%	1,564,890.20 1,559,013.76	105.23 1.67%	1,578,442.51 20,005.21	2.10% 19,428.75	Aaa / AA+ NR	4.54 4.21
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,200,000.00	09/13/2019 1.79%	1,262,028.00 1,259,443.50	105.36 1.70%	1,264,298.40 7,475.00	1.67% 4,854.90	Aaa / AA+ AAA	4.79 4.45
3135G0W66	FNMA Note 1.625% Due 10/15/2024	555,000.00	10/17/2019 1.66%	554,050.95 554,073.84	99.70 1.69%	553,321.13 1,077.24	0.73% (752.71)	Aaa / AA+ AAA	4.88 4.66
Total Agency		24,260,000.00	2.06%	24,404,694.52 24,434,017.28	1.66%	24,762,951.75 156,154.90	32.72% 328,934.47	Aaa / AA+ AAA	2.78 2.64
FOREIGN CORPORATE									
78012KKU0	Royal Bank of Canada Note 2.5% Due 1/19/2021	700,000.00	01/24/2018 2.64%	697,130.00 698,906.29	100.57 1.99%	703,994.90 6,416.67	0.93% 5,088.61	Aa2 / AA- AA	1.14 1.11
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	950,000.00	Various 2.94%	963,259.00 961,532.68	104.33 2.18%	991,124.55 6,861.11	1.31% 29,591.87	Aa3 / A AA-	4.28 3.97

Holdings Report

As of November 30, 2019



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FOREIGN CORPORATE									
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	900,000.00	08/28/2019 2.45%	945,756.00 943,286.29	104.70 2.46%	942,257.70 1,283.75	1.24% (1,028.59)	A2 / A AA-	4.47 3.46
Total Foreign Corporate		2,550,000.00	2.68%	2,606,145.00 2,603,725.26	2.23%	2,637,377.15 14,561.53	3.48% 33,651.89	A1 / A+ AA-	3.51 3.02
MONEY MARKET FUND FI									
316175884	Fidelity Institutional Money Market Fund 696	396,935.36	Various 1.29%	396,935.36 396,935.36	1.00 1.29%	396,935.36 0.00	0.52% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		396,935.36	1.29%	396,935.36 396,935.36	1.29%	396,935.36 0.00	0.52% 0.00	Aaa / AAA NR	0.00 0.00
MUNICIPAL BONDS									
13063DRK6	California St TE-GO 2.4% Due 10/1/2024	900,000.00	10/16/2019 1.91%	920,673.00 920,237.54	101.65 2.04%	914,850.00 2,220.00	1.20% (5,387.54)	Aa2 / AA- AA	4.84 4.54
Total Municipal Bonds		900,000.00	1.91%	920,673.00 920,237.54	2.04%	914,850.00 2,220.00	1.20% (5,387.54)	Aa2 / AA- AA	4.84 4.54
SUPRANATIONAL									
4581X0CX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,065,000.00	04/05/2017 1.70%	1,062,475.95 1,064,634.62	99.95 1.73%	1,064,500.52 913.39	1.40% (134.10)	Aaa / AAA AAA	0.45 0.45
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	410,000.00	01/18/2018 2.35%	408,794.60 409,536.98	100.57 1.75%	412,331.26 3,228.75	0.55% 2,794.28	Aaa / AAA NR	1.16 1.13
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 1/18/2022	1,275,000.00	01/10/2017 2.15%	1,273,431.75 1,274,330.96	100.90 1.69%	1,286,536.20 10,009.64	1.70% 12,205.24	Aaa / NR AAA	2.14 2.06

Holdings Report

As of November 30, 2019



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SUPRANATIONAL									
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.40%	777,732.00 786,415.90	100.21 1.67%	801,661.60 2,994.44	1.06% 15,245.70	Aaa / AAA AAA	2.79 2.70
Total Supranational		3,550,000.00	2.09%	3,522,434.30 3,534,918.46	1.70%	3,565,029.58 17,146.22	4.70% 30,111.12	Aaa / AAA AAA	1.67 1.62
US CORPORATE									
94974BGF1	Wells Fargo Corp Note 2.15% Due 1/30/2020	735,000.00	01/26/2015 2.17%	734,204.40 734,973.81	100.02 1.99%	735,172.73 5,311.40	0.97% 198.92	A2 / A- A+	0.17 0.17
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	465,000.00	02/05/2015 1.77%	464,511.75 464,979.66	100.00 1.73%	465,008.37 2,396.04	0.61% 28.71	Aa3 / A+ NR	0.21 0.21
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	750,000.00	06/11/2015 2.49%	741,693.75 749,210.90	100.16 1.90%	751,216.50 515.62	0.99% 2,005.60	A2 / A- NR	0.47 0.47
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	330,000.00	05/24/2017 1.82%	329,808.60 329,967.34	99.93 1.94%	329,756.46 2,904.00	0.44% (210.88)	A2 / A A	0.52 0.50
594918BG8	Microsoft Callable Note Cont. 10/3/2020 2% Due 11/3/2020	325,000.00	10/29/2015 2.02%	324,740.00 324,951.90	100.24 1.71%	325,784.55 505.56	0.43% 832.65	Aaa / AAA AA+	0.93 0.83
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due 11/3/2020	800,000.00	02/06/2017 2.16%	803,768.00 800,868.45	100.27 1.98%	802,144.80 1,431.11	1.06% 1,276.35	A3 / A A	0.93 0.83
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	875,000.00	Various 1.97%	884,992.10 877,608.13	100.50 1.81%	879,385.50 4,860.63	1.16% 1,777.37	Aaa / AA+ NR	1.25 1.23
24422ESL4	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	05/24/2017 2.12%	322,663.95 317,560.23	101.14 1.88%	318,586.59 2,131.50	0.42% 1,026.36	A2 / A A	1.26 1.23
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	05/08/2018 3.24%	407,150.50 408,629.85	101.63 1.85%	416,678.08 683.33	0.55% 8,048.23	A2 / A+ NR	1.45 1.41
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	940,000.00	Various 2.32%	932,971.20 935,069.32	100.13 1.86%	941,222.94 611.00	1.24% 6,153.62	A1 / A AA-	1.47 1.44

Holdings Report

As of November 30, 2019



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US CORPORATE									
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	590,000.00	Various 1.57%	589,298.90 589,763.49	99.62 1.78%	587,755.64 2,870.52	0.78% (2,007.85)	Aaa / AAA AA+	1.69 1.65
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	804,000.00	11/29/2016 2.40%	785,998.44 797,264.86	100.03 1.88%	804,234.77 3,224.93	1.06% 6,969.91	A1 / A+ A	1.79 1.67
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	750,000.00	Various 3.16%	736,272.75 741,674.75	101.44 1.90%	760,779.75 7,583.33	1.01% 19,105.00	Aa3 / AA- A+	2.12 2.03
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	390,000.00	01/19/2017 2.66%	389,329.20 389,711.62	101.54 1.86%	396,020.04 3,611.56	0.52% 6,308.42	A1 / A+ AA-	2.15 1.99
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45%	889,919.90 889,957.45	101.03 2.04%	899,151.87 7,450.04	1.19% 9,194.42	A2 / A A+	2.66 2.47
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	950,000.00	Various 2.65%	932,933.50 938,729.65	100.39 2.05%	953,717.35 4,818.62	1.26% 14,987.70	A2 / A NR	2.78 2.66
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	925,000.00	Various 3.11%	919,202.75 921,353.53	101.74 2.13%	941,056.15 10,385.49	1.25% 19,702.62	A2 / A- AA-	3.13 2.53
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	750,000.00	05/20/2019 2.73%	748,027.50 748,310.75	101.94 1.99%	764,583.00 6,956.25	1.01% 16,272.25	A2 / A A	3.16 2.91
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	650,000.00	Various 3.23%	637,699.50 641,540.70	102.85 1.90%	668,523.05 4,297.22	0.88% 26,982.35	A2 / A A	3.27 3.10
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	800,000.00	05/16/2019 2.78%	821,248.00 818,368.67	104.78 2.04%	838,261.60 2,566.67	1.10% 19,892.93	A1 / A AA-	3.41 3.21
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	900,000.00	Various 3.18%	871,569.25 877,716.57	101.53 1.94%	913,725.91 1,680.00	1.20% 36,009.34	Aa1 / AA+ NR	3.42 3.27
097023BQ7	Boeing Co Callable Note Cont 4/15/2023 1.875% Due 6/15/2023	500,000.00	02/13/2019 2.98%	477,785.00 481,845.81	99.28 2.09%	496,396.00 4,322.92	0.66% 14,550.19	A2 / A A	3.54 3.38
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	904,000.00	04/26/2019 2.68%	928,769.60 925,188.25	104.98 1.92%	949,016.49 13,233.56	1.26% 23,828.24	Aa2 / AA AA	3.57 3.25
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	225,000.00	07/11/2018 3.49%	224,610.75 224,718.09	104.93 2.03%	236,094.30 2,954.06	0.31% 11,376.21	A2 / A NR	3.62 3.37

Holdings Report

As of November 30, 2019



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US CORPORATE									
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	760,000.00	Various 3.28%	763,588.40 763,165.81	104.57 2.11%	794,750.24 8,039.12	1.05% 31,584.43	A1 / A+ NR	3.69 3.44
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	250,000.00	05/16/2019 2.79%	256,575.00 255,744.61	104.76 2.10%	261,908.25 2,635.42	0.35% 6,163.64	A1 / A AA-	3.70 3.44
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	750,000.00	Various 3.38%	757,259.00 756,428.90	105.57 2.11%	791,805.00 3,851.56	1.04% 35,376.10	A2 / A NR	3.86 3.59
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	900,000.00	Various 3.28%	905,512.00 904,768.26	103.94 2.29%	935,495.10 7,632.50	1.24% 30,726.84	A2 / A- A+	4.27 3.06
69371RQ25	Paccar Financial Corp Note 2.15% Due 8/15/2024	195,000.00	08/08/2019 2.20%	194,569.05 194,594.52	99.95 2.16%	194,912.06 1,234.46	0.26% 317.54	A1 / A+ NR	4.71 4.43
Total US Corporate		18,828,000.00	2.66%	18,776,672.74 18,804,665.88	1.97%	19,153,143.09 120,698.42	25.31% 348,477.21	A1 / A+ A+	2.44 2.23
US TREASURY									
912828L32	US Treasury Note 1.375% Due 8/31/2020	240,000.00	09/29/2015 1.37%	240,075.80 240,011.56	99.77 1.68%	239,456.16 834.07	0.32% (555.40)	Aaa / AA+ AAA	0.75 0.74
912828L99	US Treasury Note 1.375% Due 10/31/2020	800,000.00	11/23/2015 1.71%	787,471.43 797,672.17	99.71 1.70%	797,656.00 936.81	1.05% (16.17)	Aaa / AA+ AAA	0.92 0.91
912828N89	US Treasury Note 1.375% Due 1/31/2021	1,285,000.00	03/09/2016 1.40%	1,283,749.42 1,284,701.18	99.63 1.70%	1,280,181.25 5,905.59	1.69% (4,519.93)	Aaa / AA+ AAA	1.17 1.15
912828B90	US Treasury Note 2% Due 2/28/2021	1,250,000.00	04/26/2016 1.40%	1,285,111.61 1,259,041.19	100.36 1.70%	1,254,541.25 6,318.68	1.66% (4,499.94)	Aaa / AA+ AAA	1.25 1.22
912828Q37	US Treasury Note 1.25% Due 3/31/2021	375,000.00	12/13/2016 1.81%	366,314.73 372,308.01	99.42 1.69%	372,817.50 794.06	0.49% 509.49	Aaa / AA+ AAA	1.33 1.31
912828T34	US Treasury Note 1.125% Due 9/30/2021	1,300,000.00	11/09/2016 1.48%	1,278,016.07 1,291,760.64	99.05 1.65%	1,287,711.10 2,477.46	1.69% (4,049.54)	Aaa / AA+ AAA	1.84 1.80
912828F96	US Treasury Note 2% Due 10/31/2021	1,025,000.00	01/27/2017 1.94%	1,027,686.05 1,026,083.71	100.67 1.64%	1,031,886.98 1,745.88	1.36% 5,803.27	Aaa / AA+ AAA	1.92 1.87
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14%	1,335,407.68 1,348,864.88	100.28 1.62%	1,363,771.28 6,015.38	1.80% 14,906.40	Aaa / AA+ AAA	2.25 2.19
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82%	1,115,601.34 1,108,265.73	101.32 1.60%	1,114,566.20 9,781.93	1.48% 6,300.47	Aaa / AA+ AAA	2.58 2.49

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87%	1,000,433.04 1,000,241.67	100.71 1.61%	1,007,148.00 4,739.01	1.33% 6,906.33	Aaa / AA+ AAA	2.75 2.66
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99%	1,226,243.75 1,232,132.76	100.40 1.60%	1,244,988.52 3,675.96	1.64% 12,855.76	Aaa / AA+ AAA	2.84 2.75
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46%	1,132,121.09 1,138,815.75	101.57 1.60%	1,168,013.60 10,226.56	1.55% 29,197.85	Aaa / AA+ AAA	3.09 2.95
912828T91	US Treasury Note 1.625% Due 10/31/2023	1,500,000.00	05/29/2019 2.05%	1,472,988.28 1,476,082.50	100.05 1.61%	1,500,703.50 2,075.89	1.97% 24,621.00	Aaa / AA+ AAA	3.92 3.78
912828V23	US Treasury Note 2.25% Due 12/31/2023	1,250,000.00	06/21/2019 1.80%	1,274,560.55 1,272,180.36	102.48 1.62%	1,280,957.50 11,769.70	1.70% 8,777.14	Aaa / AA+ AAA	4.09 3.86
912828B66	US Treasury Note 2.75% Due 2/15/2024	1,500,000.00	04/29/2019 2.31%	1,529,648.44 1,526,010.08	104.52 1.63%	1,567,792.50 12,105.98	2.07% 41,782.42	Aaa / AA+ AAA	4.21 3.95
912828X70	US Treasury Note 2% Due 4/30/2024	1,000,000.00	06/10/2019 1.92%	1,003,515.63 1,003,174.90	101.57 1.63%	1,015,703.00 1,703.30	1.34% 12,528.10	Aaa / AA+ AAA	4.42 4.21
9128283D0	US Treasury Note 2.25% Due 10/31/2024	1,500,000.00	11/07/2019 1.77%	1,533,925.78 1,533,496.81	102.89 1.64%	1,543,359.00 2,874.31	2.03% 9,862.19	Aaa / AA+ AAA	4.92 4.64
Total US Treasury		18,875,000.00	1.87%	18,892,870.69 18,910,843.90	1.64%	19,071,253.34 83,980.57	25.15% 160,409.44	Aaa / AA+ AAA	2.86 2.74
TOTAL PORTFOLIO		74,603,651.89	2.20%	74,756,349.05 74,846,141.17	1.78%	75,765,454.54 399,756.19	100.00% 919,313.37	Aa1 / AA AAA	2.72 2.43
TOTAL MARKET VALUE PLUS ACCRUED						76,165,210.73			

Book Value Report

As of November 30, 2019



MIG	Book Value	12 Months or Less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$5,240,797.49	\$2,724,965.19	\$1,285,944.46	\$1,229,887.84	\$5,240,797.49
Agency	\$24,434,017.28	\$449,623.79	\$9,625,168.22	\$14,359,225.27	\$24,434,017.28
Foreign Corporate	\$2,603,725.26	\$0.00	\$698,906.29	\$1,904,818.97	\$2,603,725.26
Money Market Fund FI	\$396,935.36	\$396,935.36	\$0.00	\$0.00	\$396,935.36
Municipal Bonds	\$920,237.54	\$0.00	\$0.00	\$920,237.54	\$920,237.54
Supranational	\$3,534,918.46	\$1,064,634.62	\$409,536.98	\$2,060,746.86	\$3,534,918.46
US Corporate	\$18,804,665.88	\$3,404,952.06	\$3,925,895.88	\$11,473,817.94	\$18,804,665.88
US Treasury	\$18,910,843.90	\$1,037,683.73	\$5,233,894.73	\$12,639,265.44	\$18,910,843.90
TOTAL	\$74,846,141.17	\$9,078,794.75	\$21,179,346.56	\$44,587,999.86	\$74,846,141.17

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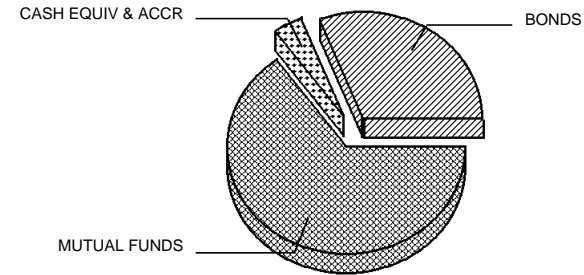
PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET SUMMARY

ASSETS	11/30/2019 MARKET	11/30/2019 BOOK VALUE	% OF MARKET
Cash And Equivalents	161,736.44	161,736.44	1.83
Corporate Issues	2,752,273.42	2,783,027.04	31.19
Mutual Funds-Equity	5,290,207.73	4,480,997.84	59.96
Mutual Funds-Fixed Income	595,629.37	590,429.40	6.75
Total Assets	8,799,846.96	8,016,190.72	99.73
Accrued Income	23,419.82	23,419.82	0.27
Grand Total	8,823,266.78	8,039,610.54	100.00

Estimated Annual Income **183,521.67**



ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cash And Equivalents						
Money Markets						
First Am Govt Ob Fd Cl Z 31846V567 Asset Minor Code 1	252,459.420	252,459.42 1.0000	252,459.42	.00 .00	442.74	1.51
Total Money Markets	252,459.420	252,459.42	252,459.42	.00 .00	442.74	1.50
Cash						
Cash		1,425.41	1,425.41			
Pending Cash		- 92,148.39	- 92,148.39			
Total Cash	.000	- 90,722.98	- 90,722.98	.00 .00	.00	0.00
Total Cash And Equivalents	252,459.420	161,736.44	161,736.44	.00 .00	442.74	2.35

Corporate Issues

Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moodys Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	153,982.50 102.6550	158,403.00	- 4,420.50 - 681.00	1,163.75	2.78
Becton Dickinson 2.675% 12/15/19 Standard & Poors Rating: BBB Moodys Rating: Ba1 075887BE8 Asset Minor Code 28	28,000.000	28,003.92 100.0140	27,921.04	82.88 - 4.76	345.37	2.67

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cisco Systems Inc 2.900% 3/04/21 Standard & Poors Rating: AA- Moody's Rating: A1 17275RAP7 Asset Minor Code 28	200,000.000	202,570.00 101.2850	207,884.00	- 5,314.00 - 324.00	1,401.67	2.86
Coca Cola Co The 2.250% 9/01/26 Standard & Poors Rating: A+ Moody's Rating: A1 191216BZ2 Asset Minor Code 28	150,000.000	152,058.00 101.3720	152,353.50	- 295.50 414.00	843.75	2.22
Constellation Brands 3.700% 12/06/26 Standard & Poors Rating: BBB Moody's Rating: Baa3 21036PAQ1 Asset Minor Code 28	100,000.000	106,931.00 106.9310	107,276.00	- 345.00 - 345.00	.00	3.46
Walt Disney Mtn 1.950% 3/04/20 Standard & Poors Rating: A Moody's Rating: A2 25468PDP8 Asset Minor Code 28	100,000.000	100,002.00 100.0020	99,904.00	98.00 - 23.00	471.25	1.95
Enterprise Products 4.150% 10/16/28 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 29379VBT9 Asset Minor Code 28	100,000.000	109,321.00 109.3210	111,471.00	- 2,150.00 - 1,138.00	518.75	3.80
Exxon Mobil Corp 2.709% 3/06/25 Standard & Poors Rating: AA+ Moody's Rating: Aaa 30231GAF9 Asset Minor Code 28	100,000.000	103,180.00 103.1800	102,857.00	323.00 - 438.00	639.63	2.63
Gen Elec Cap Crp Mtn 5.500% 1/08/20 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 36962G4J0 Asset Minor Code 28	200,000.000	200,604.00 100.3020	228,930.00	- 28,326.00 - 608.00	4,369.44	5.48

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Huntington 2.625% 8/06/24 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 446150AQ7 Asset Minor Code 28	50,000.000	50,535.00 101.0700	50,542.50	- 7.50 - 7.50	419.27	2.60
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: A Moody's Rating: A2 45866FAD6 Asset Minor Code 28	100,000.000	107,852.00 107.8520	104,231.00	3,621.00 - 550.00	1,875.00	3.48
Jp Morgan Chase Co 2.700% 5/18/23 Standard & Poors Rating: A- Moody's Rating: A2 46625HRL6 Asset Minor Code 28	75,000.000	76,325.25 101.7670	74,970.75	1,354.50 - 164.25	73.13	2.65
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	103,333.00 103.3330	103,111.00	222.00 - 15.00	809.72	2.66
Mondelez Int 4.000% 2/01/24 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AB1 Asset Minor Code 28	100,000.000	106,539.00 106.5390	109,303.00	- 2,764.00 - 416.00	1,333.33	3.75
Mondelez 3.625% 2/13/26 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AR6 Asset Minor Code 28	75,000.000	80,046.00 106.7280	80,224.50	- 178.50 - 520.50	815.63	3.40
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	150,000.000	153,303.00 102.2020	144,841.00	8,462.00 - 391.50	296.88	2.32

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Pnc Financial 3.500% 1/23/24 Standard & Poors Rating: A- Moody's Rating: A3 693475AV7 Asset Minor Code 28	100,000.000	105,293.00 105.2930	105,422.00	- 129.00 - 488.00	1,244.44	3.32
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	78,099.75 104.1330	73,932.75	4,167.00 - 255.00	177.60	2.64
Stryker Corp 3.375% 11/01/25 Standard & Poors Rating: A- Moody's Rating: Baa1 863667AH4 Asset Minor Code 28	100,000.000	105,607.00 105.6070	100,401.00	5,206.00 - 897.00	281.25	3.20
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 867914BM4 Asset Minor Code 28	100,000.000	101,100.00 101.1000	100,346.00	754.00 - 263.00	930.00	2.67
Verizon 5.150% 9/15/23 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 92343VBR4 Asset Minor Code 28	200,000.000	222,512.00 111.2560	230,048.00	- 7,536.00 - 864.00	2,174.44	4.63
Visa Inc 2.200% 12/14/20 Standard & Poors Rating: AA- Moody's Rating: Aa3 92826CAB8 Asset Minor Code 28	200,000.000	200,760.00 100.3800	204,764.00	- 4,004.00 - 224.00	2,041.11	2.19
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: A- Moody's Rating: A2 94974BGA2 Asset Minor Code 28	100,000.000	104,316.00 104.3160	103,890.00	426.00 - 449.00	751.67	3.16

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Total Corporate Issues	2,653,000.000	2,752,273.42	2,783,027.04	- 30,753.62 - 8,652.51	22,977.08	3.17
Mutual Funds						
Mutual Funds-Equity						
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	15,736.933	441,893.08 28.0800	347,012.95	94,880.13 13,705.48	.00	1.16
Dfa Large Cap Intl Port. 233203868 Asset Minor Code 98	11,636.629	268,806.13 23.1000	246,058.89	22,747.24 3,205.27	.00	2.94
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,013.844	173,237.51 43.1600	148,855.10	24,382.41 2,529.81	.00	2.50
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	3,106.255	617,306.06 198.7300	552,373.26	64,932.80 22,907.28	.00	1.81
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	3,852.801	310,227.54 80.5200	241,143.83	69,083.71 16,226.53	.00	0.26
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	22,130.174	349,656.75 15.8000	301,921.54	47,735.21 - 811.88	.00	1.23
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	7,061.000	413,774.60 58.6000	319,141.66	94,632.94 10,002.28	.00	1.37
Mfs International Growth R6 552746356 Asset Minor Code 98	4,761.015	173,539.00 36.4500	131,291.09	42,247.91 2,799.85	.00	1.11

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	4,229.328	309,290.76 73.1300	240,351.45	68,939.31 14,135.29	.00	0.29
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	6,196.118	395,746.06 63.8700	381,138.53	14,607.53 14,169.16	.00	1.40
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	13,459.534	1,148,502.04 85.3300	947,949.98	200,552.06 37,269.08	.00	1.55
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	3,121.000	290,471.47 93.0700	266,542.68	23,928.79 - 3,756.16	.00	3.37
Victory Rs Small Cap Growth Fund 92647Q363 Asset Minor Code 98	4,666.863	397,756.73 85.2300	357,216.88	40,539.85 25,644.59	.00	0.00
Total Mutual Funds-Equity	103,971.494	5,290,207.73	4,480,997.84	809,209.89 158,026.58	.00	1.42
Mutual Funds-Fixed Income						
Vanguard Short Term Invst Grade #539 922031836 Asset Minor Code 99	55,510.659	595,629.37 10.7300	590,429.40	5,199.97 - 1,110.21	.00	2.93
Total Mutual Funds-Fixed Income	55,510.659	595,629.37	590,429.40	5,199.97 - 1,110.21	.00	2.92
Total Mutual Funds	159,482.153	5,885,837.10	5,071,427.24	814,409.86 156,916.37	.00	1.57
Total Assets	3,064,941.573	8,799,846.96	8,016,190.72	783,656.24 148,263.86	23,419.82	2.09

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from November 1, 2019 to November 30, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Accrued Income	.000	23,419.82	23,419.82			
Grand Total	3,064,941.573	8,823,266.78	8,039,610.54			

ASSET DETAIL MESSAGES

Time of trade execution and trading party (if not disclosed) will be provided upon request.

Publicly traded assets are valued in accordance with market quotations or valuation methodologies from financial industry services believed by us to be reliable. Assets that are not publicly traded may be reflected at values from other external sources. Assets for which a current value is not available may be reflected at a previous value or as not valued, at par value, or at a nominal value. Values shown do not necessarily reflect prices at which assets could be bought or sold. Values are updated based on internal policy and may be updated less frequently than statement generation.

For further information, please contact your account manager or relationship manager.

Yield on Market and Accrued Income are estimates provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.16
Average Coupon	2.02%
Average Purchase YTM	1.67%
Average Market YTM	1.65%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.24 yrs
Average Life	2.24 yrs

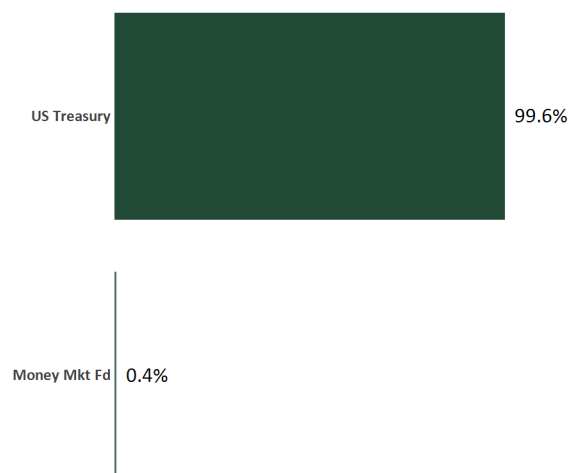
ACCOUNT SUMMARY

	Beg. Values as of 10/31/19	End Values as of 11/30/19
Market Value	268,067	267,727
Accrued Interest	1,148	1,111
Total Market Value	269,215	268,839
Income Earned	382	166
Cont/WD		0
Par	264,900	265,176
Book Value	265,870	266,073
Cost Value	268,908	269,184

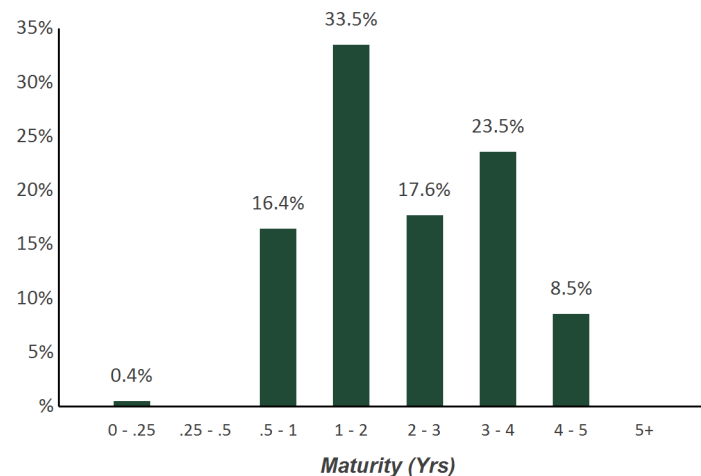
TOP ISSUERS

Government of United States	99.6%
Invesco Treasury Portfolio MMF	0.4%
Total	100.0%

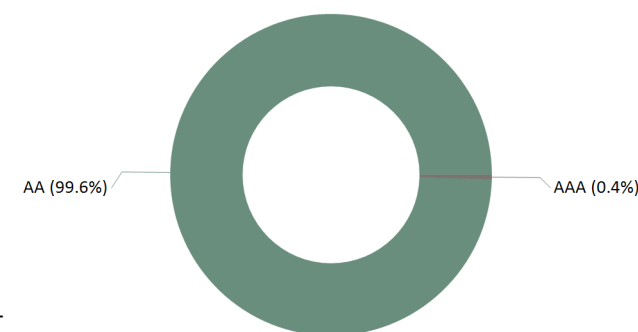
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	5/31/2010
Brea Lease Revenue Bonds, Reserve Account	-0.14%	-0.01%	3.86%	4.95%	2.54%	1.96%	1.64%	N/A	2.06%
ICE BAML 3-Month US Treasury Bill Index	0.13%	0.49%	2.14%	2.32%	2.06%	1.63%	1.05%	N/A	0.59%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$265,870.48
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$275.81	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$275.81
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$72.86)	
		(\$72.86)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$266,073.43

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$900.22
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$275.00	
Dividend Received	\$0.81	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$275.81	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$1,176.03

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	1,176.03	Various 1.22%	1,176.03 1,176.03	1.00 1.22%	1,176.03 0.00	0.44% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		1,176.03	1.22%	1,176.03 1,176.03	1.22%	1,176.03 0.00	0.44% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828XM7	US Treasury Note 1.625% Due 7/31/2020	22,000.00	08/24/2016 1.03%	22,506.25 22,085.67	99.98 1.66%	21,994.85 119.49	8.23% (90.82)	Aaa / AA+ AAA	0.67 0.66
912828WC0	US Treasury Note 1.75% Due 10/31/2020	22,000.00	Various 1.45%	22,276.59 22,057.70	100.05 1.69%	22,012.04 32.79	8.20% (45.66)	Aaa / AA+ AAA	0.92 0.91
912828A83	US Treasury Note 2.375% Due 12/31/2020	22,000.00	08/24/2016 1.08%	23,208.35 22,301.14	100.71 1.71%	22,155.54 218.65	8.32% (145.60)	Aaa / AA+ AAA	1.09 1.06
912828B90	US Treasury Note 2% Due 2/28/2021	22,000.00	08/24/2016 1.10%	22,868.90 22,239.90	100.36 1.70%	22,079.93 111.21	8.25% (159.97)	Aaa / AA+ AAA	1.25 1.22
912828WN6	US Treasury Note 2% Due 5/31/2021	20,000.00	07/11/2016 1.01%	20,937.57 20,287.47	100.46 1.68%	20,092.96 1.09	7.47% (194.51)	Aaa / AA+ AAA	1.50 1.47
912828F21	US Treasury Note 2.125% Due 9/30/2021	25,000.00	10/27/2016 1.38%	25,879.97 25,327.42	100.84 1.66%	25,209.95 89.99	9.41% (117.47)	Aaa / AA+ AAA	1.84 1.79
912828J43	US Treasury Note 1.75% Due 2/28/2022	24,000.00	04/24/2017 1.84%	23,905.39 23,956.14	100.28 1.62%	24,066.55 106.15	8.99% 110.41	Aaa / AA+ AAA	2.25 2.19
912828L24	US Treasury Note 1.875% Due 8/31/2022	23,000.00	09/18/2017 1.84%	23,039.61 23,022.01	100.71 1.61%	23,164.40 109.00	8.66% 142.39	Aaa / AA+ AAA	2.75 2.66
912828N30	US Treasury Note 2.125% Due 12/31/2022	20,000.00	01/09/2018 2.31%	19,825.00 19,891.49	101.57 1.60%	20,313.28 177.85	7.62% 421.79	Aaa / AA+ AAA	3.09 2.95
9128284D9	US Treasury Note 2.5% Due 3/31/2023	22,000.00	06/13/2018 2.84%	21,669.14 21,770.23	102.88 1.61%	22,634.22 93.17	8.45% 863.99	Aaa / AA+ AAA	3.33 3.18
912828T91	US Treasury Note 1.625% Due 10/31/2023	20,000.00	02/21/2019 2.52%	19,214.84 19,344.17	100.05 1.61%	20,009.38 27.68	7.45% 665.21	Aaa / AA+ AAA	3.92 3.78

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	22,000.00	06/18/2019	22,676.33	103.72	22,818.14	8.50%	Aaa / AA+	4.46
			1.84%	22,614.06	1.63%	24.18	204.08	AAA	4.21
Total US Treasury		264,000.00	1.67%	268,007.94 264,897.40	1.65%	266,551.24 1,111.25	99.56% 1,653.84	Aaa / AA+ AAA	2.25 2.17
TOTAL PORTFOLIO		265,176.03	1.67%	269,183.97 266,073.43	1.65%	267,727.27 1,111.25	100.00% 1,653.84	Aaa / AA+ AAA	2.24 2.16
TOTAL MARKET VALUE PLUS ACCRUED						268,838.52			



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.49
Average Coupon	2.17%
Average Purchase YTM	2.56%
Average Market YTM	1.63%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.59 yrs
Average Life	2.59 yrs

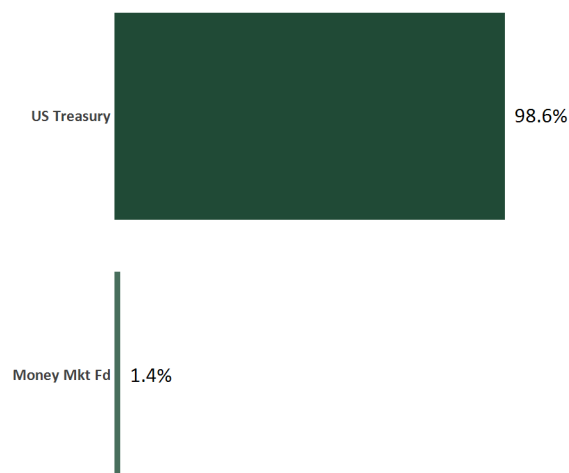
ACCOUNT SUMMARY

	Beg. Values as of 10/31/19	End Values as of 11/30/19
Market Value	680,084	679,605
Accrued Interest	3,275	3,084
Total Market Value	683,358	682,689
Income Earned	1,440	1,399
Cont/WD		0
Par	668,164	669,551
Book Value	663,552	665,142
Cost Value	659,476	660,863

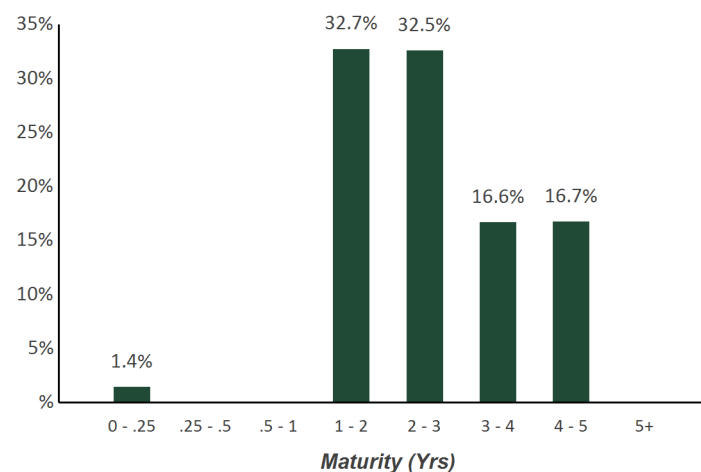
TOP ISSUERS

Government of United States	98.6%
Invesco Treasury Portfolio MMF	1.4%
Total	100.0%

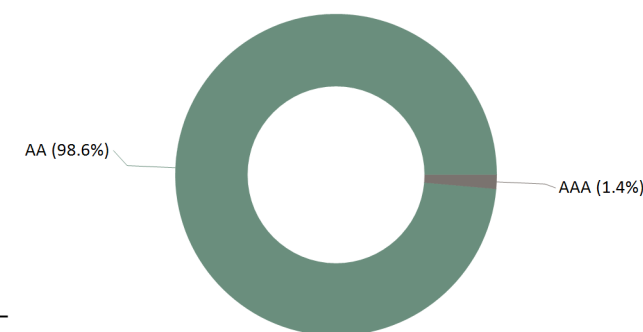
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	6/30/2018
Brea CFD 2008 2 17 Reserve Fund	-0.10%	-0.05%	3.99%	5.20%	N/A	N/A	N/A	N/A	4.17%
ICE BAML 3-5 Yr US Treasury/Agency Index	-0.22%	-0.36%	5.17%	6.84%	N/A	N/A	N/A	N/A	5.24%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$663,552.31
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$1,386.86	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$1,386.86
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$202.54	
		\$202.54
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$665,141.71

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$8,163.92
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$1,375.00	
Dividend Received	\$11.86	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$1,386.86	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$9,550.78

Holdings Report

As of November 30, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	9,550.78	Various 1.22%	9,550.78 9,550.78	1.00 1.22%	9,550.78 0.00	1.40% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		9,550.78	1.22%	9,550.78 9,550.78	1.22%	9,550.78 0.00	1.40% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828A83	US Treasury Note 2.375% Due 12/31/2020	110,000.00	06/28/2018 2.58%	109,467.19 109,769.66	100.71 1.71%	110,777.70 1,093.27	16.39% 1,008.04	Aaa / AA+ AAA	1.09 1.06
912828F21	US Treasury Note 2.125% Due 9/30/2021	110,000.00	06/28/2018 2.64%	108,242.58 109,011.17	100.84 1.66%	110,923.78 395.97	16.31% 1,912.61	Aaa / AA+ AAA	1.84 1.79
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	06/13/2018 2.79%	105,986.72 107,571.30	100.28 1.62%	110,305.03 486.54	16.23% 2,733.73	Aaa / AA+ AAA	2.25 2.19
912828L24	US Treasury Note 1.875% Due 8/31/2022	110,000.00	06/13/2018 2.82%	105,887.89 107,317.38	100.71 1.61%	110,786.28 521.29	16.30% 3,468.90	Aaa / AA+ AAA	2.75 2.66
9128284D9	US Treasury Note 2.5% Due 3/31/2023	110,000.00	06/13/2018 2.84%	108,345.70 108,851.15	102.88 1.61%	113,171.08 465.85	16.65% 4,319.93	Aaa / AA+ AAA	3.33 3.18
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	110,000.00	06/18/2019 1.84%	113,381.64 113,070.27	103.72 1.63%	114,090.68 120.88	16.73% 1,020.41	Aaa / AA+ AAA	4.46 4.21
Total US Treasury		660,000.00	2.58%	651,311.72 655,590.93	1.64%	670,054.55 3,083.80	98.60% 14,463.62	Aaa / AA+ AAA	2.63 2.52
TOTAL PORTFOLIO		669,550.78	2.56%	660,862.50 665,141.71	1.63%	679,605.33 3,083.80	100.00% 14,463.62	Aaa / AA+ AAA	2.59 2.49
TOTAL MARKET VALUE PLUS ACCRUED						682,689.13			

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the City of Brea for Period Ending December 31, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of December. Cash for day-to-day activities is deposited in the demand and interest-bearing checking accounts. The Local Agency Investment Fund (LAIF) is used for short term investment and functions like a savings account. The City's managed investment portfolio is for longer-term investments which are managed through Chandler Asset Management. Together, the short and long-term investment accounts represent the City's investment portfolio. Attachment A includes a Portfolio Summary, Holdings Report, Book Value Report and Compliance with Investment Policy Statement prepared by Chandler Asset Management for the invested funds. The book value is the cost plus or minus amortization/accretion.

As of December 31, 2019, the total market value of the managed investment portfolio, including accrued interest, was \$76,325,704.17 as compared to \$75,756,318.01 at November 30, 2019. The weighted average investment yield for December 2019 was 2.19%, which was slightly lower than prior month. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of \$16,011,717.16 at December 31, 2019. This brings the total value of the City's investment portfolio as of December 31, 2019 to \$92,337,421.33 as compared to \$91,740,377.17 at November 30, 2019.

Restricted cash and investments are held in the post-employment benefits trust account administered by PARS (PARS account) and managed by HighMark Capital and the City's various bond reserve accounts which are managed by Chandler Asset Management.

Attachment A includes a monthly statement from US Bank for the PARS account as well as a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of December 31, 2019, the market value of the PARS account, including short-term cash and accrued interest was \$8,998,660.28 as compared to \$8,823,266.78 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest was \$1,964,522.28 in comparison to \$1,208,649.31 from the prior month.

All City investments are GASB rated No. 1, where the custodian (The Bank of New York Mellon

Trust Company, N.A.) acts as an agent of the City, and is not a counter party to the investment transaction, and all securities are held in the name of the City of Brea. The custodial account at Bank of New York and account records with Chandler Asset Management have been reconciled to par value for the month. The City of Brea has sufficient cash flow to meet its expected expenditures for the next six months.

COMMISSION/COMMITTEE RECOMMENDATION

On January 27, 2020, the Investment Advisory Committee reviewed the Monthly Report of Investments and recommended that the City Council receive and file.

FISCAL IMPACT/SUMMARY

During the month of December, the total value of the City's investment portfolio increased by \$597,044.16. This increase was primarily due to the market rate adjustments. The City's PARS account increased by \$175,393.50 from market rate adjustments. The City's bond reserve accounts increased by \$755,872.97 in preparation of bond payments due in January.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Ana Conrique, Senior Accountant
Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

City of Brea
Cash and Investment Information
December 31, 2019

		Cost Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 15,399,477.91	\$ 15,399,477.91
Local Agency Investment Fund	LAIF	\$ 15,928,003.53	\$ 16,011,717.16
Managed Investment Portfolio - CHANDLER	Chandler	\$ 74,918,341.11	\$ 76,325,704.17
PARS Post-Employment Benefits Trust**	US Bank	\$ 8,249,537.11	\$ 8,998,660.28
<u>Fiscal Agent Cash & Investments**</u>			
2010 Lease Revenue Bonds	Chandler/BNY	\$ 305,056.17	\$ 304,654.96
2014 Downtown Brea Public Improvements CFD Bonds	Chandler/BNY	\$ 167,114.09	\$ 167,114.09
2014 Water Revenue Bonds	Chandler/BNY	\$ 405,634.68	\$ 405,634.68
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 662,620.33	\$ 684,163.71
2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1)	Chandler/BNY	\$ 25,486.52	\$ 25,486.52
2019 Water Revenue Bonds	Chandler/BNY	\$ 377,468.32	\$ 377,468.32
Sub-total - Fiscal Agent Cash & Investments		\$ 1,943,380.11	\$ 1,964,522.28
Report Grand Total		\$ 116,438,739.77	\$ 118,700,081.80

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
December 31, 2019

Fiscal Agent Cash & Investments Detail		Cost Value	Market Value
10129	2010 Lease Revenue Bonds - CHANDLER	\$ 269,858.76	\$ 269,457.55
	Short-Term Treasury Funds - BNY	\$ 35,197.41	\$ 35,197.41
	Sub-total	\$ 305,056.17	\$ 304,654.96
	2014 Downtown Brea Public Improvements CFD Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 167,114.09	\$ 167,114.09
	Sub-total	\$ 167,114.09	\$ 167,114.09
	2014 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 405,634.68	\$ 405,634.68
	Sub-total	\$ 405,634.68	\$ 405,634.68
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - CHANDLER	\$ 662,179.79	\$ 683,723.17
	Short-Term Treasury Funds - BNY	\$ 440.54	\$ 440.54
	Sub-total	\$ 662,620.33	\$ 684,163.71
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 25,486.52	\$ 25,486.52
	Sub-total	\$ 25,486.52	\$ 25,486.52
	2019 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 377,468.32	\$ 377,468.32
	Sub-total	\$ 377,468.32	\$ 377,468.32
Report Grand Total		\$ 1,943,380.11	\$ 1,964,522.28



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	2.03%
Average Purchase YTM	2.03%
Average Market YTM	2.03%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 11/30/19	End Values as of 12/31/19
Market Value	15,928,004	15,928,004
Accrued Interest	56,056	83,714
Total Market Value	15,984,059	16,011,717
Income Earned	28,385	27,658
Cont/WD		0
Par	15,928,004	15,928,004
Book Value	15,928,004	15,928,004
Cost Value	15,928,004	15,928,004

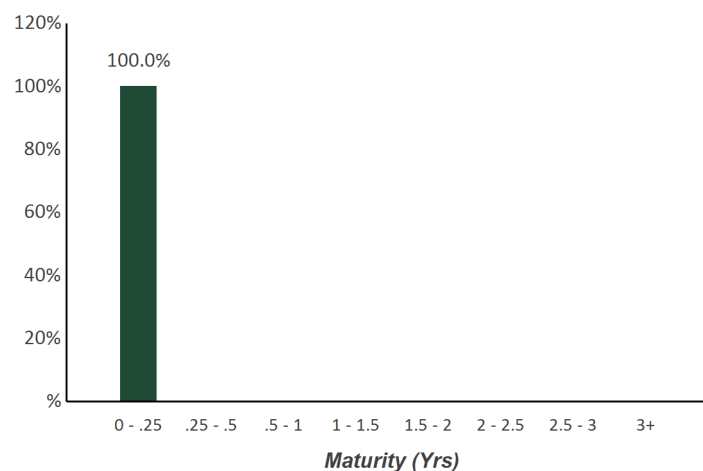
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

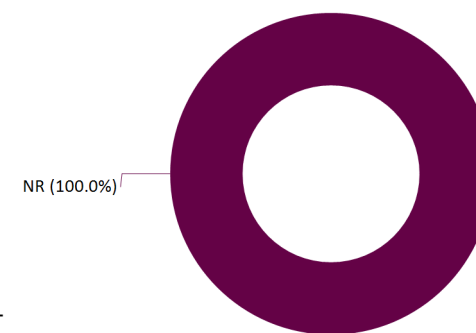
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	2/28/2012
City of Brea Laif	0.17%	0.58%	2.50%	2.50%	2.23%	1.81%	1.26%	N/A	N/A

Holdings Report
As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	15,928,003.53	Various 2.03%	15,928,003.53 15,928,003.53	1.00 2.03%	15,928,003.53 83,713.63	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		15,928,003.53	2.03%	15,928,003.53	2.03%	15,928,003.53 83,713.63	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		15,928,003.53	2.03%	15,928,003.53	2.03%	15,928,003.53 83,713.63	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						16,011,717.16			



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.47
Average Coupon	2.25%
Average Purchase YTM	2.19%
Average Market YTM	1.75%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.76 yrs
Average Life	2.60 yrs

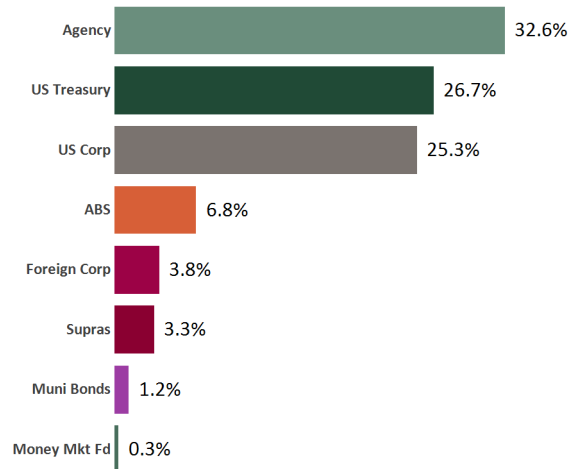
ACCOUNT SUMMARY

	Beg. Values as of 11/30/19	End Values as of 12/31/19
Market Value	75,765,455	75,937,534
Accrued Interest	399,756	388,170
Total Market Value	76,165,211	76,325,704
Income Earned	137,112	138,183
Cont/WD		0
Par	74,603,652	74,743,729
Book Value	74,846,141	75,001,163
Cost Value	74,756,349	74,918,341

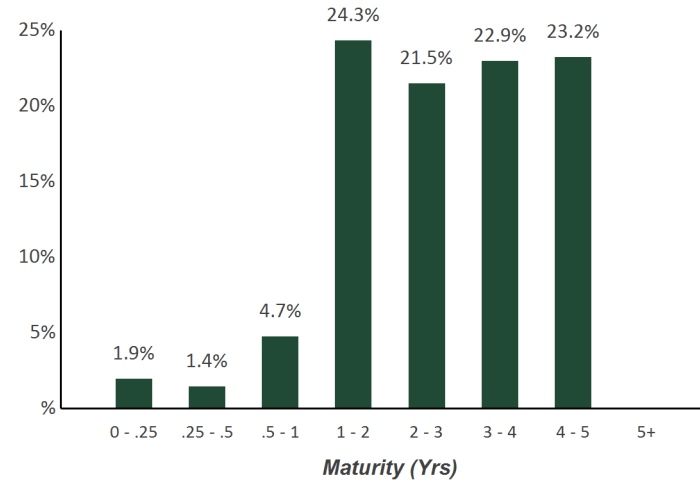
TOP ISSUERS

Government of United States	26.7%
Federal Home Loan Bank	14.9%
Federal National Mortgage Assoc	13.8%
Federal Home Loan Mortgage Corp	3.9%
Inter-American Dev Bank	2.8%
Honda ABS	1.6%
Bank of New York	1.5%
John Deere ABS	1.4%
Total	66.5%

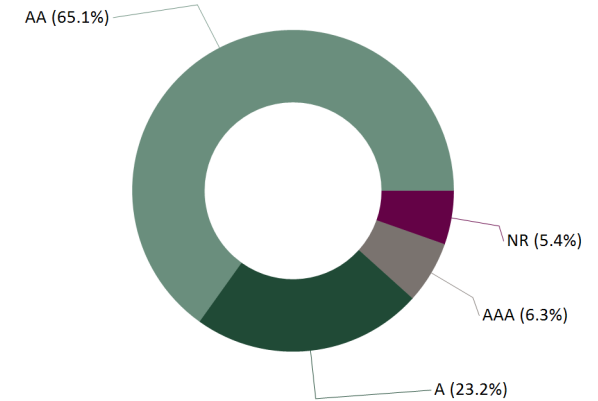
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/1996
City of Brea	0.21%	0.52%	4.58%	4.58%	3.05%	2.40%	1.93%	2.00%	3.84%
ICE BAML 1-5 Yr US Treasury/Agency Index*	0.14%	0.36%	4.19%	4.19%	2.85%	2.12%	1.68%	1.71%	3.47%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	0.17%	0.41%	4.44%	4.44%	2.95%	2.24%	1.80%	1.87%	N/A

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

Reconciliation Summary

As of December 31, 2019



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$74,846,141.17
<u>Acquisition</u>		
+ Security Purchases	\$2,366,127.70	
+ Money Market Fund Purchases	\$224,598.90	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$2,590,726.60
<u>Dispositions</u>		
- Security Sales	\$2,008,853.15	
- Money Market Fund Sales	\$363,648.64	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$65,873.10	
Total Dispositions		\$2,438,374.89
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$2,582.92)	
		(\$2,582.92)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$5,253.21	
		\$5,253.21
ENDING BOOK VALUE		\$75,001,163.17

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$396,935.36
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$2,008,853.15	
Accrued Interest Received	\$9,238.68	
Interest Received	\$158,286.62	
Dividend Received	\$439.18	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$65,873.10	
Total Acquisitions	\$2,242,690.73	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$2,366,127.70	
Accrued Interest Paid	\$15,612.77	
Total Dispositions	\$2,381,740.47	
ENDING BOOK VALUE		\$257,885.62

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
654747AD6	Nissan Auto Receivables Trust 2017-A A3 1.74% Due 8/16/2021	183,292.64	12/27/2017 2.10%	182,125.58 182,770.72	99.94 1.96%	183,175.51 132.89	0.24% 404.79	Aaa / NR AAA	1.63 0.30
43811BAC8	Honda Auto Receivables Trust 2017-2 A3 1.68% Due 8/16/2021	183,456.74	04/27/2018 2.62%	180,604.56 182,051.97	99.91 1.92%	183,286.28 136.98	0.24% 1,234.31	Aaa / AAA NR	1.63 0.40
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	62,406.98	07/11/2017 1.83%	62,402.41 62,405.05	99.91 2.11%	62,351.34 50.48	0.08% (53.71)	Aaa / NR AAA	1.79 0.31
47788CAC6	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	153,687.07	02/21/2018 2.68%	153,676.02 153,680.94	100.38 1.95%	154,266.12 181.69	0.20% 585.18	Aaa / NR AAA	2.30 0.52
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	495,000.00	08/21/2018 2.98%	494,932.09 494,955.01	101.01 1.91%	499,988.61 405.63	0.66% 5,033.60	Aaa / NR AAA	2.64 0.95
02587AAJ3	American Express Credit Trust 2017-1 A 1.93% Due 9/15/2022	1,050,000.00	Various 2.61%	1,039,535.16 1,043,159.43	100.00 1.98%	1,049,952.75 900.67	1.38% 6,793.32	Aaa / NR AAA	2.71 0.11
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	700,000.00	07/25/2019 1.48%	707,410.16 706,399.68	100.98 1.89%	706,872.60 920.89	0.93% 472.92	Aaa / AAA NR	2.71 0.90
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	575,000.00	07/18/2018 3.10%	574,956.42 574,970.96	101.03 2.00%	580,905.25 787.11	0.76% 5,934.29	Aaa / NR AAA	2.88 0.93
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	545,000.00	08/20/2019 1.79%	544,995.48 544,995.99	99.77 1.89%	543,762.85 431.16	0.71% (1,233.14)	Aaa / AAA NR	3.62 2.16
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	280,000.00	07/16/2019 2.23%	279,940.56 279,946.52	100.65 1.92%	281,831.48 275.02	0.37% 1,884.96	Aaa / NR AAA	3.96 2.19
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	370,000.00	10/01/2019 1.95%	369,971.47 369,972.93	99.91 1.99%	369,650.72 219.33	0.48% (322.21)	NR / AAA AAA	4.31 2.19
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	580,000.00	10/16/2019 1.94%	579,969.38 579,970.62	100.04 1.92%	580,230.26 497.51	0.76% 259.64	Aaa / AAA NR	4.54 2.45
Total ABS		5,177,843.43	2.29%	5,170,519.29 5,175,279.82	1.94%	5,196,273.77 4,939.36	6.81% 20,993.95	Aaa / AAA AAA	3.10 1.16

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	450,000.00	11/21/2017 1.96%	448,833.97 449,656.92	100.20 1.65%	450,883.35 1,031.25	0.59% 1,226.43	Aaa / AA+ AAA	0.88 0.87
3135G0F73	FNMA Note 1.5% Due 11/30/2020	1,225,000.00	12/16/2015 1.90%	1,201,847.50 1,220,727.66	99.97 1.54%	1,224,573.70 1,582.29	1.61% 3,846.04	Aaa / AA+ AAA	0.92 0.91
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	1,070,000.00	02/17/2016 1.46%	1,065,677.20 1,069,020.45	99.75 1.60%	1,067,363.52 5,435.45	1.41% (1,656.93)	Aaa / AA+ AAA	1.14 1.11
3135G0J20	FNMA Note 1.375% Due 2/26/2021	1,275,000.00	Various 1.46%	1,269,953.70 1,273,799.56	99.75 1.60%	1,271,793.38 6,087.24	1.67% (2,006.18)	Aaa / AA+ AAA	1.16 1.13
3135G0K69	FNMA Note 1.25% Due 5/6/2021	400,000.00	05/27/2016 1.48%	395,724.00 398,834.25	99.53 1.60%	398,114.00 763.89	0.52% (720.25)	Aaa / AA+ AAA	1.35 1.33
3135G0U35	FNMA Note 2.75% Due 6/22/2021	500,000.00	06/28/2018 2.70%	500,740.00 500,365.58	101.69 1.59%	508,456.00 343.75	0.67% 8,090.42	Aaa / AA+ AAA	1.48 1.44
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	10/04/2016 1.33%	1,273,126.60 1,281,183.06	99.25 1.62%	1,275,399.77 6,706.09	1.68% (5,783.29)	Aaa / AA+ AAA	1.54 1.51
3137EAEK9	FHLMC Note 1.125% Due 8/12/2021	1,250,000.00	08/30/2016 1.33%	1,237,737.50 1,246,002.98	99.26 1.59%	1,240,778.75 5,429.69	1.63% (5,224.23)	Aaa / AA+ AAA	1.62 1.58
3135G0N82	FNMA Note 1.25% Due 8/17/2021	1,285,000.00	Various 1.29%	1,282,305.71 1,284,101.09	99.47 1.58%	1,278,211.35 5,978.82	1.68% (5,889.74)	Aaa / AA+ AAA	1.63 1.60
3130AF5B9	FHLB Note 3% Due 10/12/2021	1,350,000.00	11/29/2018 2.91%	1,353,402.00 1,352,112.03	102.45 1.60%	1,383,021.00 8,887.50	1.82% 30,908.97	Aaa / AA+ NR	1.78 1.72
3135G0S38	FNMA Note 2% Due 1/5/2022	1,350,000.00	04/25/2017 1.92%	1,354,927.50 1,352,113.02	100.77 1.61%	1,360,404.45 13,200.00	1.80% 8,291.43	Aaa / AA+ AAA	2.02 1.95
3135G0T45	FNMA Note 1.875% Due 4/5/2022	1,315,000.00	06/19/2017 1.88%	1,314,801.44 1,314,906.39	100.64 1.58%	1,323,472.55 5,890.10	1.74% 8,566.16	Aaa / AA+ AAA	2.26 2.20
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	775,000.00	08/28/2018 2.83%	764,808.75 768,003.70	102.48 1.63%	794,239.38 1,184.03	1.04% 26,235.68	Aaa / AA+ NR	2.94 2.83
3135G0T94	FNMA Note 2.375% Due 1/19/2023	1,000,000.00	03/14/2018 2.73%	984,140.00 990,018.06	102.26 1.61%	1,022,580.00 10,687.50	1.35% 32,561.94	Aaa / AA+ AAA	3.05 2.91
3137EAEK5	FHLMC Note 2.75% Due 6/19/2023	1,200,000.00	07/20/2018 2.86%	1,193,976.00 1,195,747.57	103.86 1.60%	1,246,317.60 1,100.00	1.63% 50,570.03	Aaa / AA+ AAA	3.47 3.30
313383YJ4	FHLB Note 3.375% Due 9/8/2023	1,200,000.00	10/29/2018 3.08%	1,215,756.00 1,211,961.41	106.09 1.66%	1,273,090.80 12,712.50	1.68% 61,129.39	Aaa / AA+ NR	3.69 3.44

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,500,000.00	06/21/2019 1.89%	1,559,805.00 1,552,392.44	104.39 1.65%	1,565,785.50 13,057.29	2.07% 13,393.06	Aaa / AA+ AAA	3.70 3.48
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,075,000.00	Various 2.74%	1,106,057.50 1,099,941.21	106.23 1.73%	1,141,946.70 2,317.97	1.50% 42,005.49	Aaa / AA+ AAA	3.94 3.69
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,500,000.00	04/29/2019 2.37%	1,500,105.00 1,500,090.44	102.94 1.64%	1,544,136.00 11,182.29	2.04% 44,045.56	Aaa / AA+ NR	4.19 3.95
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/18/2019 1.96%	1,564,890.20 1,557,909.70	105.00 1.71%	1,574,931.00 2,036.46	2.07% 17,021.30	Aaa / AA+ NR	4.46 4.18
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,200,000.00	09/13/2019 1.79%	1,262,028.00 1,258,389.30	105.23 1.71%	1,262,796.00 10,350.00	1.67% 4,406.70	Aaa / AA+ AAA	4.71 4.37
3135G0W66	FNMA Note 1.625% Due 10/15/2024	555,000.00	10/17/2019 1.66%	554,050.95 554,089.97	99.54 1.72%	552,469.76 1,828.80	0.73% (1,620.21)	Aaa / AA+ AAA	4.79 4.57
Total Agency		24,260,000.00	2.06%	24,404,694.52 24,431,366.79	1.63%	24,760,764.56 127,792.91	32.61% 329,397.77	Aaa / AA+ AAA	2.69 2.56
FOREIGN CORPORATE									
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	950,000.00	Various 2.94%	963,259.00 961,303.80	104.72 2.07%	994,799.15 9,434.03	1.32% 33,495.35	Aa3 / A AA-	4.20 3.89
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	900,000.00	08/28/2019 2.45%	945,756.00 942,463.06	105.22 2.31%	946,943.10 4,246.25	1.25% 4,480.04	A2 / A A+	4.38 4.02
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	900,000.00	12/05/2019 2.26%	899,532.00 899,538.02	100.42 2.16%	903,820.50 3,768.75	1.19% 4,282.48	A2 / A AA	4.84 4.54
Total Foreign Corporate		2,750,000.00	2.56%	2,808,547.00 2,803,304.88	2.18%	2,845,562.75 17,449.03	3.75% 42,257.87	A1 / A AA-	4.46 4.14
MONEY MARKET FUND FI									
316175884	Fidelity Institutional Money Market Fund 696	257,885.62	Various 1.25%	257,885.62 257,885.62	1.00 1.25%	257,885.62 0.00	0.34% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		257,885.62	1.25%	257,885.62 257,885.62	1.25%	257,885.62 0.00	0.34% 0.00	Aaa / AAA NR	0.00 0.00

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MUNICIPAL BONDS									
13063DRK6	California St TE-GO 2.4% Due 10/1/2024	900,000.00	10/16/2019 1.91%	920,673.00 919,882.29	101.44 2.08%	912,951.00 4,020.00	1.20% (6,931.29)	Aa2 / AA- AA	4.76 4.45
Total Municipal Bonds		900,000.00	1.91%	920,673.00 919,882.29	2.08%	912,951.00 4,020.00	1.20% (6,931.29)	Aa2 / AA- AA	4.76 4.45
SUPRANATIONAL									
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	410,000.00	01/18/2018 2.35%	408,794.60 409,571.07	100.60 1.68%	412,457.54 3,997.50	0.55% 2,886.47	Aaa / AAA NR	1.07 1.04
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 1/18/2022	1,275,000.00	01/10/2017 2.15%	1,273,431.75 1,274,357.58	100.86 1.69%	1,286,027.48 12,267.45	1.70% 11,669.90	Aaa / NR AAA	2.05 1.98
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.40%	777,732.00 786,829.55	100.23 1.66%	801,872.00 4,161.12	1.06% 15,042.45	Aaa / AAA AAA	2.71 2.62
Total Supranational		2,485,000.00	2.26%	2,459,958.35 2,470,758.20	1.68%	2,500,357.02 20,426.07	3.30% 29,598.82	Aaa / AAA AAA	2.10 2.03
US CORPORATE									
94974BGF1	Wells Fargo Corp Note 2.15% Due 1/30/2020	735,000.00	01/26/2015 2.17%	734,204.40 734,987.34	100.02 1.95%	735,110.25 6,628.27	0.97% 122.91	A2 / A- A+	0.08 0.08
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	465,000.00	02/05/2015 1.77%	464,511.75 464,987.95	99.99 1.81%	464,961.41 3,074.17	0.61% (26.54)	Aa3 / A+ NR	0.13 0.12
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	750,000.00	06/11/2015 2.49%	741,693.75 749,353.96	100.11 1.96%	750,824.26 1,921.88	0.99% 1,470.30	A2 / A- NR	0.39 0.38
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	330,000.00	05/24/2017 1.82%	329,808.60 329,972.76	99.95 1.92%	329,823.12 429.00	0.43% (149.64)	A2 / A A	0.43 0.42
594918BG8	Microsoft Callable Note Cont. 10/3/2020 2% Due 11/3/2020	325,000.00	10/29/2015 2.02%	324,740.00 324,956.31	100.21 1.71%	325,688.02 1,047.22	0.43% 731.71	Aaa / AAA AA+	0.84 0.75
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due 11/3/2020	800,000.00	02/06/2017 2.16%	803,768.00 800,780.76	100.35 1.82%	802,833.60 2,964.44	1.06% 2,052.84	A3 / A A	0.84 0.75

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	875,000.00	Various 1.97%	884,992.10 877,430.82	100.59 1.71%	880,165.12 6,480.83	1.16% 2,734.30	Aaa / AA+ NR	1.17 1.14
24422ESL4	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	05/24/2017 2.12%	322,663.95 317,387.31	101.24 1.73%	318,903.48 2,866.50	0.42% 1,516.17	A2 / A A	1.18 1.14
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	05/08/2018 3.24%	407,150.50 408,710.45	101.68 1.74%	416,899.89 1,708.33	0.55% 8,189.44	A2 / A+ NR	1.36 1.33
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	940,000.00	Various 2.32%	932,971.20 935,355.03	100.21 1.80%	941,948.62 2,138.50	1.24% 6,593.59	A1 / A AA-	1.38 1.36
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	590,000.00	Various 1.57%	589,298.90 589,775.39	99.87 1.63%	589,219.43 3,632.60	0.78% (555.96)	Aaa / AAA AA+	1.61 1.57
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	804,000.00	11/29/2016 2.40%	785,998.44 797,584.11	100.21 1.77%	805,684.38 4,497.93	1.06% 8,100.27	A1 / A+ A	1.71 1.59
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	750,000.00	Various 3.16%	736,272.75 742,009.05	101.51 1.84%	761,343.75 9,208.33	1.01% 19,334.70	Aa3 / AA- A+	2.03 1.95
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	390,000.00	01/19/2017 2.66%	389,329.20 389,723.01	101.59 1.80%	396,185.40 4,464.69	0.52% 6,462.39	A1 / A+ AA-	2.07 1.90
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45%	889,919.90 889,958.81	101.37 1.88%	902,160.07 9,267.13	1.19% 12,201.26	A2 / A A+	2.58 2.39
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	950,000.00	Various 2.65%	932,933.50 939,074.89	100.79 1.90%	957,469.85 6,560.28	1.26% 18,394.96	A2 / A NR	2.69 2.58
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	925,000.00	Various 3.11%	919,202.75 921,450.26	101.89 2.02%	942,509.33 12,676.41	1.25% 21,059.07	A2 / A- AA-	3.04 1.95
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	750,000.00	05/20/2019 2.73%	748,027.50 748,356.25	101.96 1.97%	764,694.00 8,612.50	1.01% 16,337.75	A2 / A A	3.07 2.83
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	650,000.00	Various 3.23%	637,699.50 641,760.88	102.62 1.95%	667,044.30 5,813.89	0.88% 25,283.42	A2 / A A	3.18 3.01
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	800,000.00	05/16/2019 2.78%	821,248.00 817,910.93	104.92 1.97%	839,320.00 4,900.00	1.11% 21,409.07	A1 / A AA-	3.33 3.12
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	900,000.00	Various 3.18%	871,569.25 878,269.64	101.71 1.87%	915,357.60 3,480.00	1.20% 37,087.96	Aa1 / AA+ NR	3.34 3.19

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
097023BQ7	Boeing Co Callable Note Cont 4/15/2023 1.875% Due 6/15/2023	500,000.00	02/13/2019 2.98%	477,785.00 482,281.39	99.38 2.06%	496,875.50 416.67	0.65% 14,594.11	A3 / A- A	3.46 3.32
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	904,000.00	04/26/2019 2.68%	928,769.60 924,671.87	105.15 1.83%	950,555.10 426.89	1.25% 25,883.23	Aa2 / AA AA	3.49 3.22
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	225,000.00	07/11/2018 3.49%	224,610.75 224,724.71	104.69 2.07%	235,558.58 3,600.94	0.31% 10,833.87	A2 / A NR	3.54 3.28
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	760,000.00	Various 3.28%	763,588.40 763,092.95	104.52 2.09%	794,368.72 10,192.44	1.05% 31,275.77	A1 / A+ NR	3.61 3.35
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	250,000.00	05/16/2019 2.79%	256,575.00 255,612.60	105.13 1.97%	262,817.75 3,354.17	0.35% 7,205.15	A1 / A AA-	3.61 3.36
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	750,000.00	Various 3.38%	757,259.00 756,287.46	105.60 2.07%	792,028.50 6,117.19	1.05% 35,741.04	A2 / A NR	3.78 3.51
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	900,000.00	Various 3.29%	905,512.00 904,673.26	103.79 2.30%	934,069.50 10,295.00	1.24% 29,396.24	A2 / A- A+	4.18 2.97
69371RQ25	Paccar Financial Corp Note 2.15% Due 8/15/2024	195,000.00	08/08/2019 2.20%	194,569.05 194,601.84	99.91 2.17%	194,827.62 1,583.83	0.26% 225.78	A1 / A+ NR	4.63 4.34
Total US Corporate		18,828,000.00	2.66%	18,776,672.74 18,805,741.99	1.91%	19,169,247.15 138,360.03	25.30% 363,505.16	A1 / A+ A+	2.35 2.12
US TREASURY									
912828L99	US Treasury Note 1.375% Due 10/31/2020	800,000.00	11/23/2015 1.71%	787,471.43 797,887.58	99.77 1.65%	798,156.00 1,873.63	1.05% 268.42	Aaa / AA+ AAA	0.84 0.82
912828N89	US Treasury Note 1.375% Due 1/31/2021	1,285,000.00	03/09/2016 1.40%	1,283,749.42 1,284,722.87	99.72 1.63%	1,281,436.70 7,393.99	1.69% (3,286.17)	Aaa / AA+ AAA	1.09 1.07
912828B90	US Treasury Note 2% Due 2/28/2021	1,250,000.00	04/26/2016 1.40%	1,285,111.61 1,258,425.20	100.41 1.64%	1,255,127.50 8,447.80	1.66% (3,297.70)	Aaa / AA+ AAA	1.16 1.14
912828Q37	US Treasury Note 1.25% Due 3/31/2021	375,000.00	12/13/2016 1.81%	366,314.73 372,479.72	99.54 1.62%	373,286.25 1,191.09	0.49% 806.53	Aaa / AA+ AAA	1.25 1.23
912828T34	US Treasury Note 1.125% Due 9/30/2021	1,300,000.00	11/09/2016 1.48%	1,278,016.07 1,292,142.44	99.20 1.59%	1,289,538.90 3,716.19	1.69% (2,603.54)	Aaa / AA+ AAA	1.75 1.72

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828F96	US Treasury Note 2% Due 10/31/2021	1,025,000.00	01/27/2017 1.94%	1,027,686.05 1,026,035.72	100.75 1.58%	1,032,647.53 3,491.76	1.36% 6,611.81	Aaa / AA+ AAA	1.84 1.79
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14%	1,335,407.68 1,349,285.84	100.38 1.57%	1,365,100.00 8,042.31	1.80% 15,814.16	Aaa / AA+ AAA	2.16 2.11
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82%	1,115,601.34 1,107,993.71	101.32 1.58%	1,114,523.30 64.22	1.46% 6,529.59	Aaa / AA+ AAA	2.50 2.43
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87%	1,000,433.04 1,000,234.21	100.73 1.59%	1,007,344.00 6,335.85	1.33% 7,109.79	Aaa / AA+ AAA	2.67 2.58
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99%	1,226,243.75 1,232,368.63	100.40 1.60%	1,244,988.52 5,513.93	1.64% 12,619.89	Aaa / AA+ AAA	2.75 2.66
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46%	1,132,121.09 1,139,123.66	101.52 1.60%	1,167,519.10 67.14	1.53% 28,395.44	Aaa / AA+ AAA	3.00 2.90
912828T91	US Treasury Note 1.625% Due 10/31/2023	1,500,000.00	05/29/2019 2.05%	1,472,988.28 1,476,600.99	99.91 1.65%	1,498,653.00 4,151.79	1.97% 22,052.01	Aaa / AA+ AAA	3.84 3.69
912828V23	US Treasury Note 2.25% Due 12/31/2023	1,250,000.00	06/21/2019 1.80%	1,274,560.55 1,271,719.20	102.28 1.66%	1,278,466.25 77.27	1.68% 6,747.05	Aaa / AA+ AAA	4.00 3.82
912828B66	US Treasury Note 2.75% Due 2/15/2024	1,500,000.00	04/29/2019 2.31%	1,529,648.44 1,525,485.47	104.31 1.66%	1,564,629.00 15,580.84	2.07% 39,143.53	Aaa / AA+ AAA	4.13 3.86
912828X70	US Treasury Note 2% Due 4/30/2024	1,000,000.00	06/10/2019 1.92%	1,003,515.63 1,003,113.84	101.37 1.67%	1,013,711.00 3,406.59	1.33% 10,597.16	Aaa / AA+ AAA	4.33 4.13
912828XX3	US Treasury Note 2% Due 6/30/2024	1,450,000.00	12/12/2019 1.74%	1,466,595.70 1,466,405.86	101.39 1.68%	1,470,107.15 79.67	1.93% 3,701.29	Aaa / AA+ AAA	4.50 4.29
9128283D0	US Treasury Note 2.25% Due 10/31/2024	1,500,000.00	11/07/2019 1.77%	1,533,925.78 1,532,918.64	102.62 1.68%	1,539,258.00 5,748.63	2.02% 6,339.36	Aaa / AA+ AAA	4.84 4.56
Total US Treasury		20,085,000.00	1.86%	20,119,390.59 20,136,943.58	1.63%	20,294,492.20 75,182.70	26.69% 157,548.62	Aaa / AA+ AAA	2.92 2.80
TOTAL PORTFOLIO		74,743,729.05	2.19%	74,918,341.11 75,001,163.17	1.75%	75,937,534.07 388,170.10	100.00% 936,370.90	Aa1 / AA AAA	2.76 2.47
TOTAL MARKET VALUE PLUS ACCRUED						76,325,704.17			

Book Value Report

As of December 31, 2019



MIG	Book Value	12 Months or Less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$5,175,279.82	\$2,671,741.86	\$1,273,647.89	\$1,229,890.07	\$5,175,279.82
Agency	\$24,431,366.79	\$1,670,384.58	\$8,405,419.00	\$14,355,563.21	\$24,431,366.79
Foreign Corporate	\$2,803,304.88	\$0.00	\$0.00	\$2,803,304.88	\$2,803,304.88
Money Market Fund FI	\$257,885.62	\$257,885.62	\$0.00	\$0.00	\$257,885.62
Municipal Bonds	\$919,882.29	\$0.00	\$0.00	\$919,882.29	\$919,882.29
Supranational	\$2,470,758.20	\$0.00	\$409,571.07	\$2,061,187.13	\$2,470,758.20
US Corporate	\$18,805,741.99	\$3,405,039.08	\$4,315,966.12	\$11,084,736.79	\$18,805,741.99
US Treasury	\$20,136,943.58	\$797,887.58	\$5,233,805.95	\$14,105,250.05	\$20,136,943.58
TOTAL	\$75,001,163.17	\$8,802,938.72	\$19,638,410.03	\$46,559,814.42	\$75,001,163.17

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0102 -19-02877-04

ATTACHMENT A



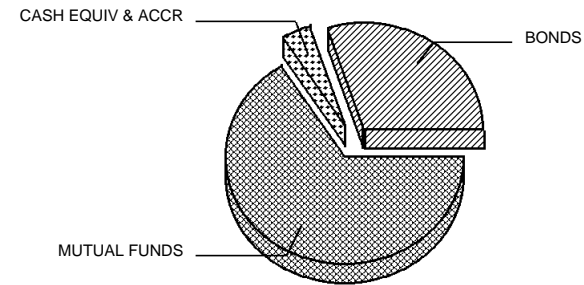
PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET SUMMARY

ASSETS	12/31/2019 MARKET	12/31/2019 BOOK VALUE	% OF MARKET
Cash And Equivalents	258,521.33	258,521.33	2.87
Corporate Issues	2,723,915.75	2,755,106.00	30.27
Mutual Funds-Equity	5,394,549.81	4,645,480.38	59.95
Mutual Funds-Fixed Income	595,629.37	590,429.40	6.62
Total Assets	8,972,616.26	8,249,537.11	99.71
Accrued Income	26,044.02	26,044.02	0.29
Grand Total	8,998,660.28	8,275,581.13	100.00

Estimated Annual Income **192,495.06**



ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.

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0102 -19-02877-04

ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cash And Equivalents						
Money Markets						
First Am Govt Ob Fd Cl Z 31846V567 Asset Minor Code 1	257,055.870	257,055.87 1.0000	257,055.87	.00 .00	312.41	1.47
Total Money Markets	257,055.870	257,055.87	257,055.87	.00 .00	312.41	1.47
Cash						
Cash		1,465.46	1,465.46			
Total Cash	.000	1,465.46	1,465.46	.00 .00	.00	0.00
Total Cash And Equivalents	257,055.870	258,521.33	258,521.33	.00 .00	312.41	1.46
Corporate Issues						
Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moodys Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	154,290.00 102.8600	158,403.00	- 4,113.00 307.50	1,520.00	2.77
Becton Dickinson 2.675% 12/15/19 Standard & Poors Rating: N/R Moodys Rating: WR 075887BE8 Asset Minor Code 28	.000	.00 100.0000	.00	.00 - 82.88	.00	0.00

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40-A-01-B -62 -007-04
0102 -19-02877-04

ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Cisco Systems Inc 2.900% 3/04/21 Standard & Poors Rating: AA- Moody's Rating: A1 17275RAP7 Asset Minor Code 28	200,000.000	202,666.00 101.3330	207,884.00	- 5,218.00 96.00	1,885.00	2.86
Coca Cola Co The 2.250% 9/01/26 Standard & Poors Rating: A+ Moody's Rating: A1 191216BZ2 Asset Minor Code 28	150,000.000	151,009.50 100.6730	152,353.50	- 1,344.00 - 1,048.50	1,125.00	2.23
Constellation Brands 3.700% 12/06/26 Standard & Poors Rating: BBB Moody's Rating: Baa3 21036PAQ1 Asset Minor Code 28	100,000.000	106,192.00 106.1920	107,276.00	- 1,084.00 - 739.00	256.94	3.48
Walt Disney Mtn 1.950% 3/04/20 Standard & Poors Rating: A Moody's Rating: A2 25468PDP8 Asset Minor Code 28	100,000.000	99,997.00 99.9970	99,904.00	93.00 - 5.00	633.75	1.95
Enterprise Products 4.150% 10/16/28 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 29379VBT9 Asset Minor Code 28	100,000.000	110,694.00 110.6940	111,471.00	- 777.00 1,373.00	864.58	3.75
Exxon Mobil Corp 2.709% 3/06/25 Standard & Poors Rating: AA+ Moody's Rating: Aaa 30231GAF9 Asset Minor Code 28	100,000.000	103,389.00 103.3890	102,857.00	532.00 209.00	865.38	2.62
Gen Elec Cap Crp Mtn 5.500% 1/08/20 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 36962G4J0 Asset Minor Code 28	200,000.000	200,072.00 100.0360	228,930.00	- 28,858.00 - 532.00	5,286.11	5.50

02005004
40-A-01-B -62 -007-04
0102 -19-02877-04

ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Huntington 2.625% 8/06/24 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 446150AQ7 Asset Minor Code 28	50,000.000	50,714.50 101.4290	50,542.50	172.00 179.50	528.65	2.59
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: A Moody's Rating: A2 45866FAD6 Asset Minor Code 28	100,000.000	108,251.00 108.2510	104,231.00	4,020.00 399.00	312.50	3.46
Jp Morgan Chase Co 2.700% 5/18/23 Standard & Poors Rating: A- Moody's Rating: A2 46625HRL6 Asset Minor Code 28	75,000.000	76,365.00 101.8200	74,970.75	1,394.25 39.75	241.88	2.65
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	103,006.00 103.0060	103,111.00	- 105.00 - 327.00	1,038.89	2.67
Mondelez Int 4.000% 2/01/24 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AB1 Asset Minor Code 28	100,000.000	106,493.00 106.4930	109,303.00	- 2,810.00 - 46.00	1,666.67	3.76
Mondelez 3.625% 2/13/26 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AR6 Asset Minor Code 28	75,000.000	79,859.25 106.4790	80,224.50	- 365.25 - 186.75	1,042.19	3.40
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	150,000.000	152,511.00 101.6740	144,841.00	7,670.00 - 792.00	593.75	2.34

02005004
40-A-01-B -62 -007-04
0102 -19-02877-04

ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Pnc Financial 3.500% 1/23/24 Standard & Poors Rating: A- Moody's Rating: A3 693475AV7 Asset Minor Code 28	100,000.000	105,320.00 105.3200	105,422.00	- 102.00 27.00	1,536.11	3.32
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	77,713.50 103.6180	73,932.75	3,780.75 - 386.25	349.48	2.65
Stryker Corp 3.375% 11/01/25 Standard & Poors Rating: A- Moody's Rating: Baa1 863667AH4 Asset Minor Code 28	100,000.000	106,008.00 106.0080	100,401.00	5,607.00 401.00	562.50	3.18
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: A- Moody's Rating: A3 867914BM4 Asset Minor Code 28	100,000.000	101,384.00 101.3840	100,346.00	1,038.00 284.00	1,155.00	2.66
Verizon 5.150% 9/15/23 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 92343VBR4 Asset Minor Code 28	200,000.000	222,382.00 111.1910	230,048.00	- 7,666.00 - 130.00	3,032.78	4.63
Visa Inc 2.200% 12/14/20 Standard & Poors Rating: AA- Moody's Rating: Aa3 92826CAB8 Asset Minor Code 28	200,000.000	200,796.00 100.3980	204,764.00	- 3,968.00 36.00	207.78	2.19
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: A- Moody's Rating: A2 94974BGA2 Asset Minor Code 28	100,000.000	104,803.00 104.8030	103,890.00	913.00 487.00	1,026.67	3.15

02005004
40-A-01-B -62 -007-04
0102 -19-02877-04

ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Total Corporate Issues	2,625,000.000	2,723,915.75	2,755,106.00	- 31,190.25 - 436.63	25,731.61	3.18
Mutual Funds						
Mutual Funds-Equity						
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	16,435.022	450,812.65 27.4300	366,084.74	84,727.91 - 10,152.22	.00	1.18
Dfa Large Cap Intl Port. 233203868 Asset Minor Code 98	11,646.233	275,666.34 23.6700	246,285.55	29,380.79 6,633.55	.00	2.88
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,065.328	177,248.30 43.6000	151,095.18	26,153.12 1,770.71	.00	3.93
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	2,793.871	541,340.44 193.7600	496,823.23	44,517.21 - 20,415.59	.00	1.88
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	3,559.312	269,439.92 75.7000	222,774.58	46,665.34 - 22,418.37	.00	0.15
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	21,232.317	352,031.82 16.5800	289,672.09	62,359.73 14,624.52	.00	2.33
Ishares S P 500 Value Etf 464287408 Asset Minor Code 94	1,379.000	179,394.11 130.0900	179,279.52	114.59 114.59	.00	2.11
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	7,081.000	422,169.22 59.6200	320,333.96	101,835.26 7,202.32	.00	1.43

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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Mfs International Growth R6 552746356 Asset Minor Code 98	4,791.683	177,771.44 37.1000	132,426.74	45,344.70 3,096.79	.00	1.03
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	3,680.017	270,076.45 73.3900	209,134.27	60,942.18 - 7,997.13	.00	0.33
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	6,407.062	402,427.56 62.8100	394,400.56	8,027.00 - 6,580.53	.00	0.89
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	13,781.358	1,169,072.60 84.8300	975,189.21	193,883.39 - 6,668.67	.00	1.67
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	3,249.000	301,474.71 92.7900	278,213.64	23,261.07 - 667.72	.00	3.39
Victory Rs Small Cap Growth Fund 92647Q363 Asset Minor Code 98	4,992.913	405,624.25 81.2400	383,767.11	21,857.14 - 18,682.71	.00	0.00
Total Mutual Funds-Equity	105,094.116	5,394,549.81	4,645,480.38	749,069.43 - 60,140.46	.00	1.57
Mutual Funds-Fixed Income						
Vanguard Short Term Invst Grade #539 922031836 Asset Minor Code 99	55,510.659	595,629.37 10.7300	590,429.40	5,199.97 .00	.00	2.93
Total Mutual Funds-Fixed Income	55,510.659	595,629.37	590,429.40	5,199.97 .00	.00	2.92
Total Mutual Funds	160,604.775	5,990,179.18	5,235,909.78	754,269.40 - 60,140.46	.00	1.70

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40-A-01-B -62 -007-04
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ATTACHMENT A



PARS/CITY OF BREA 115P
ACCOUNT 6746050800

Period from December 1, 2019 to December 31, 2019

ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Total Assets	3,042,660.645	8,972,616.26	8,249,537.11	723,079.15 - 60,577.09	26,044.02	2.14
Accrued Income	.000	26,044.02	26,044.02			
Grand Total	3,042,660.645	8,998,660.28	8,275,581.13			

ASSET DETAIL MESSAGES

Time of trade execution and trading party (if not disclosed) will be provided upon request.

Publicly traded assets are valued in accordance with market quotations or valuation methodologies from financial industry services believed by us to be reliable. Assets that are not publicly traded may be reflected at values from other external sources. Assets for which a current value is not available may be reflected at a previous value or as not valued, at par value, or at a nominal value. Values shown do not necessarily reflect prices at which assets could be bought or sold. Values are updated based on internal policy and may be updated less frequently than statement generation.

For further information, please contact your account manager or relationship manager.

Yield on Market and Accrued Income are estimates provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.07
Average Coupon	2.02%
Average Purchase YTM	1.67%
Average Market YTM	1.62%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.15 yrs
Average Life	2.15 yrs

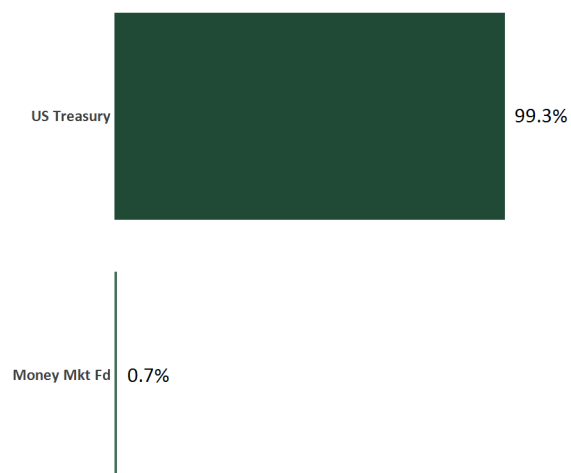
ACCOUNT SUMMARY

	Beg. Values as of 11/30/19	End Values as of 12/31/19
Market Value	267,927	268,367
Accrued Interest	1,111	1,090
Total Market Value	269,039	269,458
Income Earned	366	378
Cont/WD		0
Par	265,376	265,851
Book Value	266,273	266,673
Cost Value	269,384	269,859

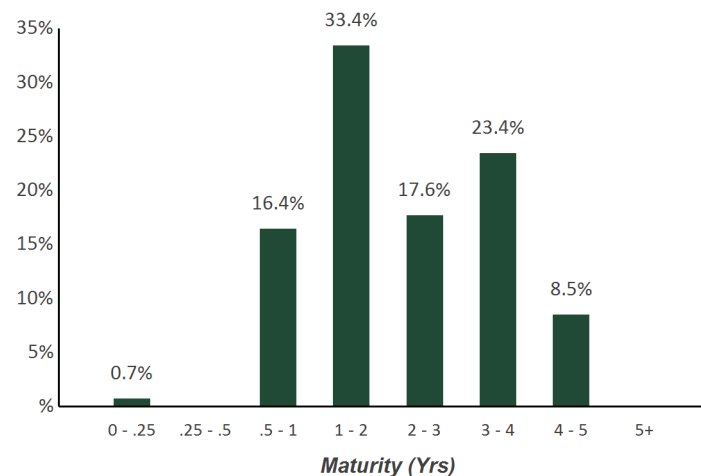
TOP ISSUERS

Government of United States	99.3%
Invesco Treasury Portfolio MMF	0.7%
Total	100.0%

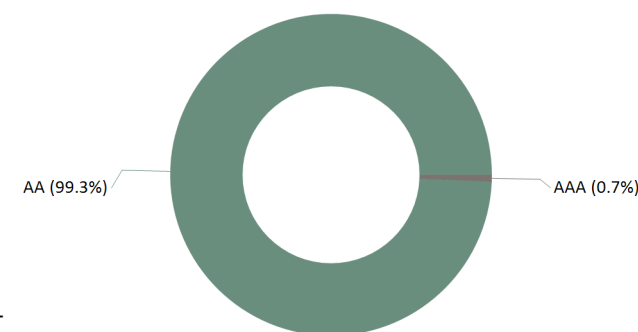
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	5/31/2010
Brea Lease Revenue Bonds, Reserve Account	0.16%	0.41%	4.09%	4.09%	2.67%	2.03%	1.75%	N/A	2.07%
ICE BAML 3-Month US Treasury Bill Index	0.14%	0.46%	2.28%	2.28%	2.08%	1.67%	1.07%	N/A	0.60%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$266,273.43
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$474.79	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$474.79
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$75.31)	
		(\$75.31)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$266,672.91

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$1,376.03
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$473.75	
Dividend Received	\$1.04	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$474.79	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$1,850.82

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	1,850.82	Various 1.19%	1,850.82 1,850.82	1.00 1.19%	1,850.82 0.00	0.69% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		1,850.82	1.19%	1,850.82 1,850.82	1.19%	1,850.82 0.00	0.69% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828XM7	US Treasury Note 1.625% Due 7/31/2020	22,000.00	08/24/2016 1.03%	22,506.25 22,074.74	100.00 1.63%	21,999.14 149.61	8.22% (75.60)	Aaa / AA+ AAA	0.58 0.58
912828WC0	US Treasury Note 1.75% Due 10/31/2020	22,000.00	Various 1.45%	22,276.59 22,052.36	100.08 1.65%	22,018.04 65.58	8.20% (34.32)	Aaa / AA+ AAA	0.84 0.82
912828A83	US Treasury Note 2.375% Due 12/31/2020	22,000.00	08/24/2016 1.08%	23,208.35 22,277.56	100.71 1.66%	22,155.54 1.44	8.22% (122.02)	Aaa / AA+ AAA	1.00 0.99
912828B90	US Treasury Note 2% Due 2/28/2021	22,000.00	08/24/2016 1.10%	22,868.90 22,223.55	100.41 1.64%	22,090.24 148.68	8.25% (133.31)	Aaa / AA+ AAA	1.16 1.14
912828WN6	US Treasury Note 2% Due 5/31/2021	20,000.00	07/11/2016 1.01%	20,937.57 20,271.18	100.55 1.60%	20,110.16 34.97	7.48% (161.02)	Aaa / AA+ AAA	1.42 1.39
912828F21	US Treasury Note 2.125% Due 9/30/2021	25,000.00	10/27/2016 1.38%	25,879.97 25,312.25	100.89 1.60%	25,223.63 134.99	9.41% (88.62)	Aaa / AA+ AAA	1.75 1.70
912828J43	US Treasury Note 1.75% Due 2/28/2022	24,000.00	04/24/2017 1.84%	23,905.39 23,957.80	100.38 1.57%	24,090.00 141.92	8.99% 132.20	Aaa / AA+ AAA	2.16 2.11
912828L24	US Treasury Note 1.875% Due 8/31/2022	23,000.00	09/18/2017 1.84%	23,039.61 23,021.33	100.73 1.59%	23,168.91 145.72	8.65% 147.58	Aaa / AA+ AAA	2.67 2.58
912828N30	US Treasury Note 2.125% Due 12/31/2022	20,000.00	01/09/2018 2.31%	19,825.00 19,894.48	101.52 1.60%	20,304.68 1.17	7.54% 410.20	Aaa / AA+ AAA	3.00 2.90
9128284D9	US Treasury Note 2.5% Due 3/31/2023	22,000.00	06/13/2018 2.84%	21,669.14 21,776.09	102.77 1.62%	22,610.15 139.75	8.44% 834.06	Aaa / AA+ AAA	3.25 3.10
912828T91	US Treasury Note 1.625% Due 10/31/2023	20,000.00	02/21/2019 2.52%	19,214.84 19,358.39	99.91 1.65%	19,982.04 55.36	7.44% 623.65	Aaa / AA+ AAA	3.84 3.69

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	22,000.00	06/18/2019	22,676.33	103.47	22,763.99	8.47%	Aaa / AA+	4.38
			1.84%	22,602.36	1.67%	71.02	161.63	AAA	4.13
Total US Treasury		264,000.00	1.67%	268,007.94 264,822.09	1.62%	266,516.52 1,090.21	99.31% 1,694.43	Aaa / AA+ AAA	2.16 2.09
TOTAL PORTFOLIO		265,850.82	1.67%	269,858.76 266,672.91	1.62%	268,367.34 1,090.21	100.00% 1,694.43	Aaa / AA+ AAA	2.15 2.07
TOTAL MARKET VALUE PLUS ACCRUED						269,457.55			

Portfolio Summary

As of December 31, 2019



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.40
Average Coupon	2.17%
Average Purchase YTM	2.56%
Average Market YTM	1.61%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.51 yrs
Average Life	2.51 yrs

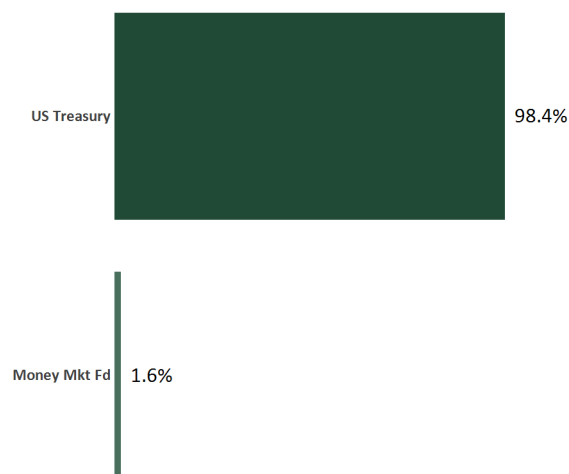
ACCOUNT SUMMARY

	Beg. Values as of 11/30/19	End Values as of 12/31/19
Market Value	679,605	680,721
Accrued Interest	3,084	3,002
Total Market Value	682,689	683,723
Income Earned	1,399	1,445
Cont/WD		0
Par	669,551	670,868
Book Value	665,142	666,668
Cost Value	660,863	662,180

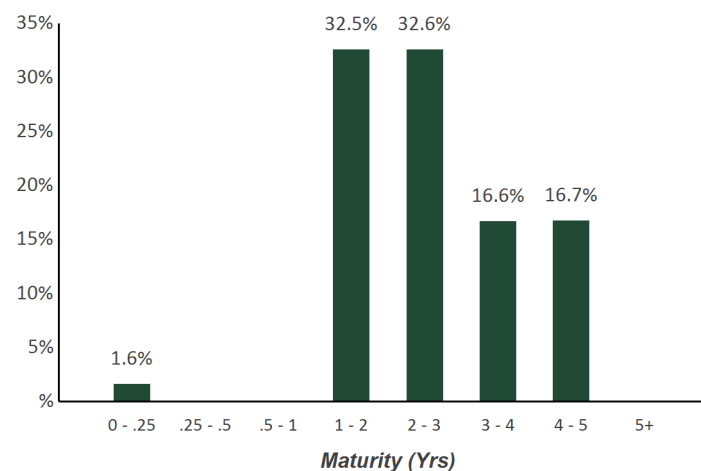
TOP ISSUERS

Government of United States	98.4%
Invesco Treasury Portfolio MMF	1.6%
Total	100.0%

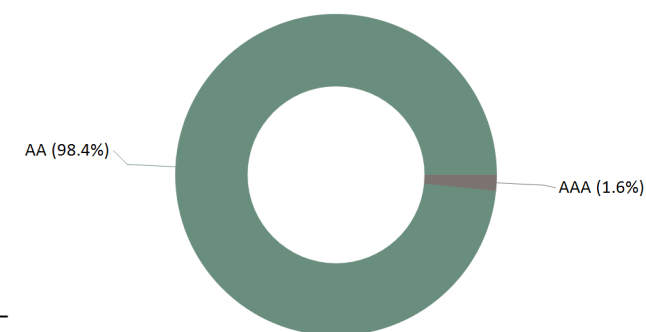
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	6/30/2018
Brea CFD 2008 2 17 Reserve Fund	0.15%	0.36%	4.15%	4.15%	N/A	N/A	N/A	N/A	4.03%
ICE BAML 3-5 Yr US Treasury/Agency Index	0.03%	0.11%	5.20%	5.20%	N/A	N/A	N/A	N/A	4.96%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$665,141.71
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$1,317.29	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$1,317.29
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$209.29	
		\$209.29
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$666,668.29

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$9,550.78
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$1,306.25	
Dividend Received	\$11.04	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$1,317.29	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$10,868.07

Holdings Report

As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	10,868.07	Various 1.19%	10,868.07 10,868.07	1.00 1.19%	10,868.07 0.00	1.59% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		10,868.07	1.19%	10,868.07 10,868.07	1.19%	10,868.07 0.00	1.59% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828A83	US Treasury Note 2.375% Due 12/31/2020	110,000.00	06/28/2018 2.58%	109,467.19 109,787.69	100.71 1.66%	110,777.70 7.18	16.20% 990.01	Aaa / AA+ AAA	1.00 0.99
912828F21	US Treasury Note 2.125% Due 9/30/2021	110,000.00	06/28/2018 2.64%	108,242.58 109,056.99	100.89 1.60%	110,983.95 593.95	16.32% 1,926.96	Aaa / AA+ AAA	1.75 1.70
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	06/13/2018 2.79%	105,986.72 107,663.12	100.38 1.57%	110,412.50 650.48	16.24% 2,749.38	Aaa / AA+ AAA	2.16 2.11
912828L24	US Treasury Note 1.875% Due 8/31/2022	110,000.00	06/13/2018 2.82%	105,887.89 107,400.21	100.73 1.59%	110,807.84 696.94	16.31% 3,407.63	Aaa / AA+ AAA	2.67 2.58
9128284D9	US Treasury Note 2.5% Due 3/31/2023	110,000.00	06/13/2018 2.84%	108,345.70 108,880.44	102.77 1.62%	113,050.74 698.77	16.64% 4,170.30	Aaa / AA+ AAA	3.25 3.10
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	110,000.00	06/18/2019 1.84%	113,381.64 113,011.77	103.47 1.67%	113,819.97 355.08	16.70% 808.20	Aaa / AA+ AAA	4.38 4.13
Total US Treasury		660,000.00	2.58%	651,311.72 655,800.22	1.62%	669,852.70 3,002.40	98.41% 14,052.48	Aaa / AA+ AAA	2.55 2.44
TOTAL PORTFOLIO		670,868.07	2.56%	662,179.79 666,668.29	1.61%	680,720.77 3,002.40	100.00% 14,052.48	Aaa / AA+ AAA	2.51 2.40
TOTAL MARKET VALUE PLUS ACCRUED						683,723.17			

City of Brea

COUNCIL COMMUNICATION

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: January 24 and 31, 2020 City Check Registers - Receive and file.

Attachments

01-24-20 City Check Register

01-31-20 City Check Register

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
182936	AMERON POLE PRODUCTS, LLC	01/24/2020	26799	343515112	STREET LIGHT POLE	\$1,071.27
AMERON POLE PRODUCTS, LLC						Total Check Amount: \$1,071.27
182937	ARCHITECTURAL DESIGN & SIGNS, INC.	01/24/2020	26146	110515125	SIGN PERMIT FEE DTSP3	\$1,032.29
ARCHITECTURAL DESIGN & SIGNS, INC.						Total Check Amount: \$1,032.29
182938	AT&T LONG DISTANCE	01/24/2020	1737	475141471	807752441 1/4/20	\$26.79
AT&T LONG DISTANCE						Total Check Amount: \$26.79
182939	THE BANK OF NEW YORK MELLON	01/24/2020	16062	930141424	CONTRL ACCT OCT-DEC19	\$2,223.44
THE BANK OF NEW YORK MELLON						Total Check Amount: \$2,223.44
182940	BEARD ELECTRIC, INC.	01/24/2020	19986	110515125	CAR CHARGER REPAIR DTSP1	\$506.31
BEARD ELECTRIC, INC.						Total Check Amount: \$506.31
182941	BEECHWOOD SCHOOL FOUNDATION	01/24/2020	26567	110	PERMIT #1398 REFUND	\$240.00
		01/24/2020	26567	110	THEATREDEPOSIT REFUND	\$500.00
BEECHWOOD SCHOOL FOUNDATION						Total Check Amount: \$740.00
182942	JOHN RAYMOND BYRAM	01/24/2020	29377	110404541	51ST WW WTRCOLOR DEMO	\$996.75
JOHN RAYMOND BYRAM						Total Check Amount: \$996.75
182943	CALIFORNIA NEWSPAPER PARTNERSHIP	01/24/2020	26287	110323214	LEGAL NOTICES DEC19	\$60.00
		01/24/2020	26287	110515171	LEGAL NOTICES DEC19	\$60.00
		01/24/2020	26287	440515122	LEGAL NOTICES DEC19	\$534.00
		01/24/2020	26287	510707464	LEGAL NOTICES DEC19	\$1,044.00
		01/24/2020	26287	510707609	LEGAL NOTICES DEC19	\$1,762.98
CALIFORNIA NEWSPAPER PARTNERSHIP						Total Check Amount: \$3,460.98
182944	CELLEBRITE USA CORP.	01/24/2020	22268	110212111	CCO+CCPA TRNG 2/10-14	\$3,850.00
CELLEBRITE USA CORP.						Total Check Amount: \$3,850.00
182945	CELLEBRITE USA CORP.	01/24/2020	22268	110212111	CCO+CCPA TRNG 2/10-14	\$3,850.00
CELLEBRITE USA CORP.						Total Check Amount: \$3,850.00
182946	CHARLES TAN & ASSOCIATES, INC.	01/24/2020	26706	110000000	GRADING THRU 1/8/2020	\$1,800.00
CHARLES TAN & ASSOCIATES, INC.						Total Check Amount: \$1,800.00
182947	JACLYN CHAVEZ	01/24/2020	29386	420000000	CLOSED WATER ACCOUNT	\$55.20
JACLYN CHAVEZ						Total Check Amount: \$55.20
182948	JIE CHEN	01/24/2020	27938	420000000	CLOSED WATER ACCOUNT	\$11.65
JIE CHEN						Total Check Amount: \$11.65
182949	CITY OF LA HABRA	01/24/2020	3517	270323215	19/20 CITY PROG COSTS	\$60,668.00
		01/24/2020	3517	280323215	19/20 CONSTRCTN COSTS	\$250,000.00
CITY OF LA HABRA						Total Check Amount: \$310,668.00
182950	CITY OF ORANGE	01/24/2020	15160	110515171	COOP SB-743 0831-0927	\$1,785.97
CITY OF ORANGE						Total Check Amount: \$1,785.97
182951	THE COUNSELING TEAM INTERNATIONAL	01/24/2020	13933	110222221	EMPL SUPP SVCS DEC19	\$440.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
THE COUNSELING TEAM INTERNATIONAL					Total Check Amount:	\$440.00
182952	COUNTY OF ORANGE	01/24/2020	4799	410515132	NPDES - COYOTE CREEK	\$6,865.43
COUNTY OF ORANGE					Total Check Amount:	\$6,865.43
182953	COUNTY OF ORANGE	01/24/2020	4799	110212122	OCATS/ROUTER DEC19	\$1,104.51
COUNTY OF ORANGE					Total Check Amount:	\$1,104.51
182954	COUNTY OF ORANGE HOUSING	01/24/2020	19283	290000000	CDBG PROG INC 2019 Q4	\$88,950.00
COUNTY OF ORANGE HOUSING					Total Check Amount:	\$88,950.00
182955	MARIE DIANNE CRUZ	01/24/2020	29378	110000000	PD REPORT REQ REFUND	\$3.00
MARIE DIANNE CRUZ					Total Check Amount:	\$3.00
182956	CSULB FOUNDATION	01/24/2020	10182	110212111	INT AFFAIRS SEMINAR	\$397.00
CSULB FOUNDATION					Total Check Amount:	\$397.00
182957	CYLANCE, INC.	01/24/2020	29397	475141471	FORENSIC INV/ANALYSIS	\$30,600.00
CYLANCE, INC.					Total Check Amount:	\$30,600.00
182958	DELTA T HVAC, INC.	01/24/2020	28265	490515151	HVAC CONTROL REPAIR	\$220.00
DELTA T HVAC, INC.					Total Check Amount:	\$220.00
182959	DEPARTMENT OF JUSTICE	01/24/2020	13406	110141481	FINGERPRNT APPS NOV19	\$554.00
		01/24/2020	13406	110222213	FINGERPRNT APPS NOV19	\$343.00
DEPARTMENT OF JUSTICE					Total Check Amount:	\$897.00
182960	DEPARTMENT OF JUSTICE	01/24/2020	13406	110141481	FINGERPRNT APPS DEC19	\$475.00
		01/24/2020	13406	110222213	FINGERPRNT APPS DEC19	\$294.00
DEPARTMENT OF JUSTICE					Total Check Amount:	\$769.00
182961	DPREP INC	01/24/2020	16715	110212111	OFF-INVOLVED SHOOTNGS	\$223.00
DPREP INC					Total Check Amount:	\$223.00
182962	SOUTHERN CALIFORNIA EDISON	01/24/2020	3343	110515121	ELECTRICITY DEC/JAN20	\$838.52
		01/24/2020	3343	110515148	ELECTRICITY DEC/JAN20	\$41.27
		01/24/2020	3343	490515151	ELECTRICITY DEC/JAN20	\$11.00
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$890.79
182963	EIDE BAILLY LLP	01/24/2020	29040	110141431	6/30/19 CAFR AUDIT	\$33,925.00
		01/24/2020	29040	420141431	6/30/19 CAFR AUDIT	\$750.00
		01/24/2020	29040	430141431	6/30/19 CAFR AUDIT	\$2,475.00
		01/24/2020	29040	950000000	ILJAO 6/30/19 AUDIT	\$10,835.00
EIDE BAILLY LLP					Total Check Amount:	\$47,985.00
182964	ERIC W. GRUVER PHD	01/24/2020	7856	110141481	PSYCH EVALUATION (3)	\$1,275.00
ERIC W. GRUVER PHD					Total Check Amount:	\$1,275.00
182965	EXPRESS AIR TESTING, INC.	01/24/2020	29369	490515151	MOLD TESTING @ FS4	\$2,180.00
EXPRESS AIR TESTING, INC.					Total Check Amount:	\$2,180.00
182966	JAMES AND/OR MARIA FIERRO	01/24/2020	15354	110000000	DEVELOPER FEE REFUND	\$77.00
JAMES AND/OR MARIA FIERRO					Total Check Amount:	\$77.00
182967	FLEETPRIDE, INC.	01/24/2020	8245	480515161	AIR FILTER	\$97.12

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
182967	FLEETPRIDE, INC.	01/24/2020	8245	480515161	AIR VALVE/FITTINGS	\$146.61
FLEETPRIDE, INC.						Total Check Amount: \$243.73
182968	FRANCHISE TAX BOARD	01/24/2020	29315	110	565594864 011720 PR	\$921.22
FRANCHISE TAX BOARD						Total Check Amount: \$921.22
182969	G & G TROPHY CO.	01/24/2020	1709	110404424	YOUTH SOCCER MEDALS	\$387.90
G & G TROPHY CO.						Total Check Amount: \$387.90
182970	THE GAS COMPANY	01/24/2020	3749	490515151	GAS DEC19/JAN20	\$4,269.94
THE GAS COMPANY						Total Check Amount: \$4,269.94
182971	MICHELLE LUCY GHARIBIAN	01/24/2020	29373	110404541	JEWELRY MAKING WKSHP	\$300.00
MICHELLE LUCY GHARIBIAN						Total Check Amount: \$300.00
182972	GMS ELEVATOR SERVICES, INC.	01/24/2020	29109	110515125	MO. ELEV SVC JAN 2020	\$1,110.00
		01/24/2020	29109	490515151	MO. ELEV SVC JAN 2020	\$1,345.00
GMS ELEVATOR SERVICES, INC.						Total Check Amount: \$2,455.00
182973	LORA GRAMBERG	01/24/2020	29372	110	PAINT NIGHT INSTRUCTR	\$150.00
LORA GRAMBERG						Total Check Amount: \$150.00
182974	HANNA, BROPHY, MACLEAN, MCALEER & J	01/24/2020	25979	470141483	PROF LEGAL SVCS DEC19	\$1,020.00
HANNA, BROPHY, MACLEAN, MCALEER & J						Total Check Amount: \$1,020.00
182975	MINORU IKEDA	01/24/2020	29376	110	51WW CONSGNMENT SALES	\$455.00
MINORU IKEDA						Total Check Amount: \$455.00
182976	INLAND WATER WORKS SUPPLY CO	01/24/2020	23904	420515131	ERTS	\$7,758.00
INLAND WATER WORKS SUPPLY CO						Total Check Amount: \$7,758.00
182977	JART DIRECT MAIL SERVICES	01/24/2020	8634	110404542	ALL SHOOK UP MAILING	\$1,237.06
JART DIRECT MAIL SERVICES						Total Check Amount: \$1,237.06
182978	LACEY CUSTOM LINENS, INC.	01/24/2020	2772	110141441	GAS SURCHARGE DEC19	\$20.00
		01/24/2020	2772	110141441	LINEN SERVICE 12/5/19	\$247.87
LACEY CUSTOM LINENS, INC.						Total Check Amount: \$267.87
182979	LIFE-ASSIST, INC.	01/24/2020	10530	174222222	PM SUPPLIES - FS3	\$894.08
LIFE-ASSIST, INC.						Total Check Amount: \$894.08
182980	MIRANDA MIRAZ	01/24/2020	29043	110404523	VOLUNTEEN STIPEND	\$175.00
MIRANDA MIRAZ						Total Check Amount: \$175.00
182981	MS CONSTRUCTION	01/24/2020	27543	290323215	HSG REH 1276 ARBOR LK	\$6,520.00
MS CONSTRUCTION						Total Check Amount: \$6,520.00
182982	NATIONAL BUSINESS FURNITURE	01/24/2020	29143	490515151	BLACK CHAIR	\$306.67
NATIONAL BUSINESS FURNITURE						Total Check Amount: \$306.67
182983	EDGARDO NIEVES	01/24/2020	28496	420000000	CLOSED WATER ACCOUNT	\$7.17
EDGARDO NIEVES						Total Check Amount: \$7.17
182984	OFFICE DEPOT, INC	01/24/2020	4743	110141441	OFFICE SUPPLIES	\$80.49
		01/24/2020	4743	110212111	TONER	\$164.85

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
182984	OFFICE DEPOT, INC	01/24/2020	4743	110222211	OFFICE SUPPLIES	\$57.84
		01/24/2020	4743	110404311	OFFICE SUPPLIES	\$152.48
OFFICE DEPOT, INC					Total Check Amount:	\$455.66
182985	ORANGE COUNTY POOLS	01/24/2020	27020	830	POOL BOND RELEASE	\$250.00
ORANGE COUNTY POOLS					Total Check Amount:	\$250.00
182986	ORANGE COUNTY SHERIFF'S DEPT	01/24/2020	6542	110212111	FTO TRAINING	\$130.00
ORANGE COUNTY SHERIFF'S DEPT					Total Check Amount:	\$130.00
182987	TAMMIE PHILLIPS	01/24/2020	29388	420000000	CLOSED WATER ACCOUNT	\$75.92
TAMMIE PHILLIPS					Total Check Amount:	\$75.92
182988	PRECISION SURVEY SUPPLY LLC	01/24/2020	21428	110212111	LEICA SCAN STN/SFTWRE	\$1,100.00
PRECISION SURVEY SUPPLY LLC					Total Check Amount:	\$1,100.00
182989	PTM DOCUMENT SYSTEMS	01/24/2020	17036	470141483	ENVELOPES	\$90.51
PTM DOCUMENT SYSTEMS					Total Check Amount:	\$90.51
182990	QUICK CRETE PRODUCTS CORP.	01/24/2020	14221	510707950	BENCHES/DOG PARK	\$3,135.53
		01/24/2020	14221	510707950	PICNIC TABLE/DOG PARK	\$1,719.69
QUICK CRETE PRODUCTS CORP.					Total Check Amount:	\$4,855.22
182991	HEAVEN RAMIREZ	01/24/2020	29353	420000000	CLOSED WATER ACCOUNT	\$69.56
HEAVEN RAMIREZ					Total Check Amount:	\$69.56
182992	RENNE SLOAN HOTLZMAN SAKAI, LLP	01/24/2020	27580	110141481	PROF LEGAL SVCS NOV19	\$126.00
RENNE SLOAN HOTLZMAN SAKAI, LLP					Total Check Amount:	\$126.00
182993	SPARKLETTS	01/24/2020	3001	110111161	COUNCIL MTG WTR DEC19	\$20.76
SPARKLETTS					Total Check Amount:	\$20.76
182994	SPARKLETTS	01/24/2020	3001	490515151	CCC FOUNTN WTR DEC19	\$20.42
SPARKLETTS					Total Check Amount:	\$20.42
182995	ST. JUDE MEDICAL CENTER	01/24/2020	3503	174222222	PARAMEDIC MEDICATIONS	\$928.81
ST. JUDE MEDICAL CENTER					Total Check Amount:	\$928.81
182996	THE STANDARD INSURANCE COMPANY	01/24/2020	15689	110	643015 LIFE INS DEC19	\$4,002.35
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$4,002.35
182997	THE STANDARD INSURANCE COMPANY	01/24/2020	15689	110	643015 LIFE INS JAN20	\$3,819.95
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$3,819.95
182998	THE STANDARD INSURANCE COMPANY	01/24/2020	27270	110	643015 OPT INS DEC19	\$2,253.10
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$2,253.10
182999	THE STANDARD INSURANCE COMPANY	01/24/2020	27270	110	643015 OPT INS JAN20	\$2,396.60
THE STANDARD INSURANCE COMPANY					Total Check Amount:	\$2,396.60
183000	TATIANA TATE	01/24/2020	29379	110000000	PD REPORT REQ REFUND	\$3.00
TATIANA TATE					Total Check Amount:	\$3.00
183001	TRAUMA INTERVENTION PROGRAMS, INC.	01/24/2020	17230	110212121	19/20 TRAUMA INT FEES	\$5,199.00
TRAUMA INTERVENTION PROGRAMS, INC.					Total Check Amount:	\$5,199.00
183002	AARON TROYER	01/24/2020	29375	110404542	WWFRESH{AIR} ARTIST	\$150.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
AARON TROYER						Total Check Amount: \$150.00
183003	TS GOVERNMENT SOLUTIONS, LLC	01/24/2020	28596	110404215	FITNESS EQPT SERVICE	\$564.56
TS GOVERNMENT SOLUTIONS, LLC						Total Check Amount: \$564.56
183004	UNIFIRST CORPORATION	01/24/2020	27988	110515121	UNIFORM SVCS DEC 2019	\$39.72
		01/24/2020	27988	110515125	UNIFORM SVCS DEC 2019	\$24.60
		01/24/2020	27988	110515141	UNIFORM SVCS DEC 2019	\$134.76
		01/24/2020	27988	110515144	UNIFORM SVCS DEC 2019	\$55.47
		01/24/2020	27988	360515145	UNIFORM SVCS DEC 2019	\$41.80
		01/24/2020	27988	420515131	UNIFORM SVCS DEC 2019	\$112.68
		01/24/2020	27988	430515123	UNIFORM SVCS DEC 2019	\$41.16
		01/24/2020	27988	440515126	UNIFORM SVCS DEC 2019	\$11.52
		01/24/2020	27988	480515161	UNIFORM SVCS DEC 2019	\$134.96
		01/24/2020	27988	490515151	UNIFORM SVCS DEC 2019	\$215.36
UNIFIRST CORPORATION						Total Check Amount: \$812.03
183005	VERIZON CONNECT NWF, INC.	01/24/2020	25293	480515161	GPS FEES DEC 2019	\$893.00
VERIZON CONNECT NWF, INC.						Total Check Amount: \$893.00
183006	VERIZON WIRELESS	01/24/2020	21122	420515131	9845097102 1127-1226	\$38.01
VERIZON WIRELESS						Total Check Amount: \$38.01
183007	VETERINARY PET INS. CO.	01/24/2020	20975	110	4436 PET INS DEC19	\$689.28
VETERINARY PET INS. CO.						Total Check Amount: \$689.28
183008	STACY J WAIDLY	01/24/2020	29374	110000000	CITATION REFUND	\$41.00
STACY J WAIDLY						Total Check Amount: \$41.00
183009	WE-DO EQUIPMENT REPAIR & SUPPLY	01/24/2020	14756	420515131	CHISEL	\$17.78
		01/24/2020	14756	420515131	HOSE	\$139.50
WE-DO EQUIPMENT REPAIR & SUPPLY						Total Check Amount: \$157.28
183010	WHITE & SAMUELSON	01/24/2020	28543	110000000	DEVELOPER FEE REFUND	\$371.51
WHITE & SAMUELSON						Total Check Amount: \$371.51
183011	XEROX CORPORATION	01/24/2020	3349	110141441	BLACK CPR/PRNTR NOV19	\$493.54
		01/24/2020	3349	110141441	HI PERF COLOR CPR NOV	\$220.27
		01/24/2020	3349	110141441	HISPEED PRNTR/CPR NOV	\$717.42
		01/24/2020	3349	110141441	PROD CLRCPR/PRNTR NOV	\$2,102.89
		01/24/2020	3349	110141441	SOFTWARE MNT NOV19	\$116.00
		01/24/2020	3349	110141441	UDIRECTS MNT NOV19	\$113.40
XEROX CORPORATION						Total Check Amount: \$3,763.52
183012	HANNAH YOKOO	01/24/2020	29328	110404541	ARTGALLERY CONS SALES	\$38.31
HANNAH YOKOO						Total Check Amount: \$38.31
Check Subtotal						\$575,639.38
V40294	A-1 FENCE COMPANY	01/24/2020	27868	110515148	FENCE RENTAL	\$1,324.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
A-1 FENCE COMPANY						Total Check Amount: \$1,324.00
V40295	ABBA TERMITE & PEST CONTROL	01/24/2020	15614	110515141	BEE HIVE REMOVAL	\$245.00
ABBA TERMITE & PEST CONTROL						Total Check Amount: \$245.00
V40296	ADMINISTRATIVE & PROF	01/24/2020	3344	110	DED:4010 APEA MEMBR	\$528.00
ADMINISTRATIVE & PROF						Total Check Amount: \$528.00
V40297	THE ADVANTAGE GROUP	01/24/2020	24539	110	DED:808B FSA DEPCAR	\$2,549.76
		01/24/2020	24539	110	DED:808C FSA UR MED	\$5,092.61
		01/24/2020	24539	110141481	FLEX ACCT FEES DEC19	\$663.00
THE ADVANTAGE GROUP						Total Check Amount: \$8,305.37
V40298	AFLAC-ACCOUNT #EZA73	01/24/2020	22923	110	ACC/CANCER INS NOV19	\$4,682.88
AFLAC-ACCOUNT #EZA73						Total Check Amount: \$4,682.88
V40299	ALBERT GROVER & ASSOCIATES	01/24/2020	23588	510707709	BIRCH ST TSSP NOV19	\$2,090.00
ALBERT GROVER & ASSOCIATES						Total Check Amount: \$2,090.00
V40300	ANIXTER, INC.	01/24/2020	20003	490515151	DOOR HARDWARE	\$83.40
ANIXTER, INC.						Total Check Amount: \$83.40
V40301	BAY AREA DRIVING SCHOOL	01/24/2020	29122	110404145	ONLINE DRIVERS' ED	\$93.60
BAY AREA DRIVING SCHOOL						Total Check Amount: \$93.60
V40302	BPSEA MEMORIAL FOUNDATION	01/24/2020	14990	110	DED:4050 MEMORIAL	\$212.50
BPSEA MEMORIAL FOUNDATION						Total Check Amount: \$212.50
V40303	BREA CITY EMPLOYEES ASSOCIATION	01/24/2020	3236	110	DED:4005 BCEA MEMBR	\$570.00
BREA CITY EMPLOYEES ASSOCIATION						Total Check Amount: \$570.00
V40304	BREA FIREFIGHTERS ASSOCIATION	01/24/2020	3237	110	DED:4016 ASSOC MEMB	\$3,076.75
BREA FIREFIGHTERS ASSOCIATION						Total Check Amount: \$3,076.75
V40305	BREA POLICE ASSOCIATION	01/24/2020	3769	110	DED:4030 BPA REG	\$3,300.00
BREA POLICE ASSOCIATION						Total Check Amount: \$3,300.00
V40306	BREA POLICE ATHLETIC LEAGUE	01/24/2020	1068	110	DED:5010 B.P.A.L.	\$132.50
BREA POLICE ATHLETIC LEAGUE						Total Check Amount: \$132.50
V40307	BREA POLICE MANAGEMENT ASSOCIATION	01/24/2020	21189	110	DED:4019 LDF MEMBRS	\$13.00
		01/24/2020	21189	110	DED:4020 PMA MEMBRS	\$195.00
BREA POLICE MANAGEMENT ASSOCIATION						Total Check Amount: \$208.00
V40308	SHANNON BUCKELS	01/24/2020	12046	110212111	TRAINING EXPENSES	\$69.44
SHANNON BUCKELS						Total Check Amount: \$69.44
V40309	BUTLER CHEMICALS, INC.	01/24/2020	6515	490515151	SR CTR DW SVC DEC19	\$167.01
BUTLER CHEMICALS, INC.						Total Check Amount: \$167.01
V40310	BYRNE SOFTWARE TECHNOLOGIES, INC.	01/24/2020	27471	110323241	ACCELA IMPL 1130-1206	\$440.00
		01/24/2020	27471	110323241	ACCELA IMPL 1207-1213	\$440.00
		01/24/2020	27471	110323241	ACCELA IMPL 1214-1220	\$990.00
		01/24/2020	27471	110323241	ACCELA IMPL 1221-1227	\$385.00
BYRNE SOFTWARE TECHNOLOGIES, INC.						Total Check Amount: \$2,255.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V40311	C. WELLS PIPELINE MATERIALS INC	01/24/2020	13055	420515131	PLUMBING SUPPLIES	\$293.64
C. WELLS PIPELINE MATERIALS INC Total Check Amount:						\$293.64
V40312	C.I. BUSINESS EQUIPMENT INC	01/24/2020	6520	110141431	CHECKSIGNER PLATE/SVC	\$1,028.46
C.I. BUSINESS EQUIPMENT INC Total Check Amount:						\$1,028.46
V40313	CALIFORNIA DOMESTIC WATER CO	01/24/2020	3388	420515131	TOMLNSON ASSMNT DEC19	\$4,324.00
CALIFORNIA DOMESTIC WATER CO Total Check Amount:						\$4,324.00
V40314	CANNINGS ACE HARDWARE	01/24/2020	15828	430515123	NUTS/BOLTS-SWRLFT STN	\$5.32
		01/24/2020	15828	480515161	SHOP SUPPLIES	\$80.68
CANNINGS ACE HARDWARE Total Check Amount:						\$86.00
V40315	CIGNA BEHAVIORAL HEALTH, INC.	01/24/2020	26628	110141481	EAP SVCS DEC 2019	\$1,104.18
		01/24/2020	26628	110141481	EAP SVCS JAN 2020	\$1,104.18
CIGNA BEHAVIORAL HEALTH, INC. Total Check Amount:						\$2,208.36
V40316	CLINICAL LABORATORY OF	01/24/2020	3390	420515131	WATER SAMPLING DEC19	\$1,293.00
CLINICAL LABORATORY OF Total Check Amount:						\$1,293.00
V40317	COLONIAL LIFE PROCESSING CENTER	01/24/2020	26071	110	4504054 CRIT ILL DEC	\$231.22
		01/24/2020	26071	110	4504054 STD DISAB DEC	\$1,425.20
COLONIAL LIFE PROCESSING CENTER Total Check Amount:						\$1,656.42
V40318	COMLOCK SECURITY-GROUP	01/24/2020	13625	490515151	LOCKS & KEYS	\$197.54
COMLOCK SECURITY-GROUP Total Check Amount:						\$197.54
V40319	CORE & MAIN LP	01/24/2020	27049	420515131	WATER METER ENCODERS	\$5,645.58
		01/24/2020	27049	420515131	WATER METERS+ENCODERS	\$3,039.26
CORE & MAIN LP Total Check Amount:						\$8,684.84
V40320	CORELOGIC	01/24/2020	25542	280323215	REAL EST LISTNG DEC19	\$185.00
CORELOGIC Total Check Amount:						\$185.00
V40321	CSG CONSULTANTS	01/24/2020	25540	110000000	BLDGPLAN REVIEW NOV19	\$1,402.50
CSG CONSULTANTS Total Check Amount:						\$1,402.50
V40322	DANIELS TIRE SERVICE	01/24/2020	3133	480515161	PW TRUCK TIRES	\$4,926.10
DANIELS TIRE SERVICE Total Check Amount:						\$4,926.10
V40323	DF POLYGRAPH	01/24/2020	22010	110141481	POLYGRPH EXMS DEC/JAN	\$350.00
DF POLYGRAPH Total Check Amount:						\$350.00
V40324	DOTY BROTHERS EQUIPMENT CO.	01/24/2020	26695	420515131	CONCRETE (+LABOR)	\$1,876.40
DOTY BROTHERS EQUIPMENT CO. Total Check Amount:						\$1,876.40
V40325	ECONOLITE SYSTEMS, INC.	01/24/2020	27147	110515121	E/O MNT THRU 12/23/19	\$5,925.83
		01/24/2020	27147	110515121	MO. SIGNAL PM DEC19	\$3,025.56
		01/24/2020	27147	110515121	PAINT SIGNAL HEADS	\$6,179.49
ECONOLITE SYSTEMS, INC. Total Check Amount:						\$15,130.88
V40326	EQUIPMENT DIRECT INC	01/24/2020	4522	490515151	VEHICLE 1ST AID KITS	\$105.06
EQUIPMENT DIRECT INC Total Check Amount:						\$105.06

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V40327	GAIL EVERTSEN	01/24/2020	10141	110212111	JAN 2020 MILEAGE	\$23.81
GAIL EVERTSEN						Total Check Amount: \$23.81
V40328	EXTERMINETICS OF SO CALIF INC	01/24/2020	3298	490515151	PESTCONTROL (PLYGRND)	\$60.00
EXTERMINETICS OF SO CALIF INC						Total Check Amount: \$60.00
V40329	FACTORY MOTOR PARTS COMPANY	01/24/2020	3504	480515161	MOTOR OIL/DEF	\$109.56
		01/24/2020	3504	480515161	RETURN:FUEL PUMP/GSKT	(\$450.19)
		01/24/2020	3504	480515161	SENDER/PUMP ASSEMBLY	\$283.26
		01/24/2020	3504	480515161	WIPER BLADES	\$148.48
FACTORY MOTOR PARTS COMPANY						Total Check Amount: \$91.11
V40330	CANDICE FISHER	01/24/2020	23787	110141481	TRAINING EXPENSES	\$30.01
CANDICE FISHER						Total Check Amount: \$30.01
V40331	FLEET SERVICES	01/24/2020	5658	480515161	AIR BRK CAN/VALVE DRN	\$590.45
		01/24/2020	5658	480515161	PADDLE SEAT VALVES	\$69.97
FLEET SERVICES						Total Check Amount: \$660.42
V40332	DON GOLDEN	01/24/2020	10729	110000000	INSP SVCS 1/2-1/15	\$9,581.25
		01/24/2020	10729	110323242	INSP SVCS 1/2-1/15	\$225.00
DON GOLDEN						Total Check Amount: \$9,806.25
V40333	GRAINGER	01/24/2020	13634	490515151	FIRE SAFETY SIGN	\$21.74
GRAINGER						Total Check Amount: \$21.74
V40334	GUARANTEED JANITORIAL SERVICES, INC	01/24/2020	28695	110515125	DEC19 JAN SVCS:DT	\$2,475.00
		01/24/2020	28695	490515151	DEC19 JAN SVCS:BCC	\$3,975.00
		01/24/2020	28695	490515151	DEC19 JAN SVCS:CCC	\$11,158.33
		01/24/2020	28695	490515151	DEC19 JAN SVCS:P.HALL	\$1,028.00
		01/24/2020	28695	490515151	DEC19 JAN SVCS:PLUNGE	\$153.75
		01/24/2020	28695	490515151	DEC19 JAN SVCS:SR CTR	\$2,355.00
		01/24/2020	28695	490515151	DEC19 JAN SVCS:YARD	\$1,115.00
		01/24/2020	28695	490515151	DEC19:DAY PORTERS	\$4,333.33
		01/24/2020	28695	490515151	DEC19:DAY PORTERS CCC	\$4,333.34
GUARANTEED JANITORIAL SERVICES, INC						Total Check Amount: \$30,926.75
V40335	HAAKER EQUIPMENT CO.	01/24/2020	4297	480515161	AIR CYLINDER	\$188.85
		01/24/2020	4297	480515161	HOSE MENDERS	\$183.96
		01/24/2020	4297	480515161	SCRUBBER REPAIR	\$1,251.47
		01/24/2020	4297	480515161	VACTOR JOYSTICK	\$311.45
HAAKER EQUIPMENT CO.						Total Check Amount: \$1,935.73
V40336	HCI SYSTEMS INC	01/24/2020	25112	490515151	FS4 SPRNKLER INSP NOV	\$550.00
HCI SYSTEMS INC						Total Check Amount: \$550.00
V40337	HI SIGN	01/24/2020	4693	490515151	BCC AC UNIT LETTERING	\$204.73
HI SIGN						Total Check Amount: \$204.73
V40338	IMPERIAL SPRINKLER SUPPLY	01/24/2020	24260	110515141	IRRIGATION PARTS	\$106.11

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
IMPERIAL SPRINKLER SUPPLY						Total Check Amount:
						\$106.11
V40339	IMPRESSIVE SCREENWORKS	01/24/2020	1815	420515131	POLO SHIRTS/HATS	\$245.67
IMPRESSIVE SCREENWORKS						Total Check Amount:
						\$245.67
V40340	INFANTE MEDIA	01/24/2020	24628	110404542	ALL SHOOK UP PAYOUT 2	\$6,000.00
INFANTE MEDIA						Total Check Amount:
						\$6,000.00
V40341	INFOSEND, INC.	01/24/2020	19016	420141421	BRE-01 CUSTOM FORMS	\$87.58
		01/24/2020	19016	420141421	PROGRAMMING:ADD BILLS	\$130.00
INFOSEND, INC.						Total Check Amount:
						\$217.58
V40342	IPARQ	01/24/2020	21583	110323241	2020 IPERMITTS	\$2,994.75
		01/24/2020	21583	110323241	PERMIT FEES NOV 2019	\$294.25
		01/24/2020	21583	110323241	S/H:2020 IPERMITTS	\$10.82
IPARQ						Total Check Amount:
						\$3,299.82
V40343	ITRON, INC.	01/24/2020	3773	420515131	ERTS	\$10,391.96
ITRON, INC.						Total Check Amount:
						\$10,391.96
V40344	JACKSON'S AUTO SUPPLY	01/24/2020	1143	420515131	AUTO SUPPLIES NOV19	\$25.84
		01/24/2020	1143	480515161	AUTO SUPPLIES NOV19	\$3,288.15
JACKSON'S AUTO SUPPLY						Total Check Amount:
						\$3,313.99
V40345	JAX AUTO	01/24/2020	20187	480515161	#1325 SMOG TEST	\$36.70
JAX AUTO						Total Check Amount:
						\$36.70
V40346	JOHNSON EQUIPMENT CO.	01/24/2020	10433	480515161	1030 REPL CHARGER	\$1,117.90
JOHNSON EQUIPMENT CO.						Total Check Amount:
						\$1,117.90
V40347	KELLY PAPER	01/24/2020	7039	110141441	PAPER	\$368.50
KELLY PAPER						Total Check Amount:
						\$368.50
V40348	KEYSER MARSTON ASSOCIATES, INC.	01/24/2020	25482	280323215	ONCALL RE CONSULT DEC	\$67.50
KEYSER MARSTON ASSOCIATES, INC.						Total Check Amount:
						\$67.50
V40349	KIMLEY-HORN AND ASSOCIATES, INC.	01/24/2020	26302	110000000	PROJ RVW/ANALYSIS NOV	\$933.56
KIMLEY-HORN AND ASSOCIATES, INC.						Total Check Amount:
						\$933.56
V40350	KWIK KLEEN	01/24/2020	23771	480515161	PARTS WASHER SERVICE	\$150.00
KWIK KLEEN						Total Check Amount:
						\$150.00
V40351	FRANCESCO LA TORRE	01/24/2020	24398	110404521	DEC 2019 MILEAGE	\$18.56
FRANCESCO LA TORRE						Total Check Amount:
						\$18.56
V40352	JULIE H. LEE	01/24/2020	29028	110404523	COUNSELING SUPV DEC19	\$1,540.00
JULIE H. LEE						Total Check Amount:
						\$1,540.00
V40353	LEHR	01/24/2020	26035	480515161	962 REMOVE EMERG EQPT	\$600.00
		01/24/2020	26035	480515161	INST EM EQPT-COLORADO	\$2,109.26
		01/24/2020	26035	480515161	INST EM EQPT-VW ATLAS	\$285.00
		01/24/2020	26035	480515161	STRIP EQPT-MUSTANG	\$425.00
LEHR						Total Check Amount:
						\$3,419.26
V40354	LIEBERT CASSIDY WHITMORE	01/24/2020	2489	110141481	ERC MEMBERSHIP(BASIC)	\$3,940.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
LIEBERT CASSIDY WHITMORE						Total Check Amount:
						\$3,940.00
V40355	LINCOLN AQUATICS	01/24/2020	17902	110404422	BULK CHLORINE/ACID	\$423.61
		01/24/2020	17902	110404422	SODIUM BICARBONATE	\$1,200.62
LINCOLN AQUATICS						Total Check Amount:
						\$1,624.23
V40356	MAR-CO EQUIPMENT COMPANY	01/24/2020	20329	480515161	1102 SWEEPR HOPPR RPR	\$4,245.96
MAR-CO EQUIPMENT COMPANY						Total Check Amount:
						\$4,245.96
V40357	SUSAN MARTIN	01/24/2020	23655	110404523	COUNSELING SUPV DEC19	\$1,360.00
SUSAN MARTIN						Total Check Amount:
						\$1,360.00
V40358	MINER, LTD	01/24/2020	27173	490515151	FS1 APP BAY DOOR RPR	\$397.16
		01/24/2020	27173	490515151	P.HALL AUTO DOOR RPR	\$412.83
		01/24/2020	27173	490515151	P2 POLICE GATE REPAIR	\$225.18
MINER, LTD						Total Check Amount:
						\$1,035.17
V40359	ONWARD ENGINEERING	01/24/2020	22106	110000000	INSP SVCS NOV 2019	\$8,462.50
		01/24/2020	22106	510707922	INSP SVCS JULY 2019	\$1,760.00
		01/24/2020	22106	510707922	INSP SVCS JUNE 2019	\$10,560.00
		01/24/2020	22106	510707922	RECL JUN19 SVCS TO PO	(\$7,425.00)
ONWARD ENGINEERING						Total Check Amount:
						\$13,357.50
V40360	ORANGE COUNTY SANITATION DIST.	01/24/2020	14689	110	RES SEWER FEES DEC19	\$1,580,820.00
		01/24/2020	14689	110000000	5% COLL RES SF DEC19	(\$79,041.00)
ORANGE COUNTY SANITATION DIST.						Total Check Amount:
						\$1,501,779.00
V40361	ORANGE COUNTY UNITED WAY	01/24/2020	3451	110	DED:5005 UNITED WAY	\$7.31
ORANGE COUNTY UNITED WAY						Total Check Amount:
						\$7.31
V40362	OZUNA ELECTRIC CO.INC.	01/24/2020	18504	420515131	ELECTRICAL SUPPORT	\$582.65
OZUNA ELECTRIC CO.INC.						Total Check Amount:
						\$582.65
V40363	PARACLETE FIRE AND SAFETY, INC.	01/24/2020	17760	490515151	SPRINKLER RISER SIGNS	\$13.47
PARACLETE FIRE AND SAFETY, INC.						Total Check Amount:
						\$13.47
V40364	PARKHOUSE TIRE, INC.	01/24/2020	22120	480515161	FIRE TRUCK TIRES	\$4,985.54
PARKHOUSE TIRE, INC.						Total Check Amount:
						\$4,985.54
V40365	PARSONS TRANSPORTATION GROUP	01/24/2020	25626	510707251	57/LAMBERT PP35 11/29	\$15,572.18
PARSONS TRANSPORTATION GROUP						Total Check Amount:
						\$15,572.18
V40366	PETROLEUM MARKETING EQUIPMENT	01/24/2020	9282	480515161	FUEL DISPENSER HOSES	\$475.91
PETROLEUM MARKETING EQUIPMENT						Total Check Amount:
						\$475.91
V40367	PLACEWORKS, INC.	01/24/2020	26720	110000000	BREA 265 EIR DEC19	\$14,751.00
		01/24/2020	26720	110000000	BREA PLZ EIR AUG19	\$49.73
		01/24/2020	26720	110000000	MERCURY EIR DEC 2019	\$54.83
PLACEWORKS, INC.						Total Check Amount:
						\$14,855.56
V40368	PRIME SYSTEMS INDUSTRIAL AUTOMATION	01/24/2020	27059	420515131	BERRYST PUMPSTN UPGRD	\$32,500.00
		01/24/2020	27059	420515131	TELEMETRY	\$504.00
PRIME SYSTEMS INDUSTRIAL AUTOMATION						Total Check Amount:
						\$33,004.00

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V40369	PROPIPE	01/24/2020	16818	430515123	CCTV SEWER WORK	\$1,162.50
PROPIPE					Total Check Amount:	\$1,162.50
V40370	R.J. NOBLE COMPANY	01/24/2020	1076	420515131	ASPHALT	\$1,194.73
R.J. NOBLE COMPANY					Total Check Amount:	\$1,194.73
V40371	RCS INVESTIGATIONS & CONSULTING LLC	01/24/2020	22534	110212111	BCKGRND INVESTIGATION	\$1,550.00
RCS INVESTIGATIONS & CONSULTING LLC					Total Check Amount:	\$1,550.00
V40372	RUSSELL SIGLER INC.	01/24/2020	21638	490515151	HVAC FILTERS	\$209.96
		01/24/2020	21638	490515151	HVAC PARTS	\$43.74
RUSSELL SIGLER INC.					Total Check Amount:	\$253.70
V40373	SC FUELS	01/24/2020	16654	480515161	REG ETH 4376.0 GAL	\$14,017.39
SC FUELS					Total Check Amount:	\$14,017.39
V40374	SHRED-IT USA	01/24/2020	7438	110111161	DOC SHRED NOV/DEC	\$10.66
		01/24/2020	7438	110212122	PD DOC SHRED NOV/DEC	\$189.68
		01/24/2020	7438	470141483	DOC SHRED NOV/DEC	\$10.66
SHRED-IT USA					Total Check Amount:	\$211.00
V40375	SIERRA-CEDAR, INC	01/24/2020	23086	950000000	ILJAO CONSULT NOV19	\$1,050.00
SIERRA-CEDAR, INC					Total Check Amount:	\$1,050.00
V40376	STATE INDUSTRIAL PRODUCTS	01/24/2020	8572	490515151	CLEANING PRODUCTS	\$765.13
STATE INDUSTRIAL PRODUCTS					Total Check Amount:	\$765.13
V40377	STEAMX LLC	01/24/2020	24072	480515161	FUEL FILTRS/NZZLS/PIN	\$233.38
STEAMX LLC					Total Check Amount:	\$233.38
V40378	STOTZ EQUIPMENT	01/24/2020	24388	480515161	TRACTOR WATER PUMP	\$332.12
STOTZ EQUIPMENT					Total Check Amount:	\$332.12
V40379	STOVER SEED COMPANY	01/24/2020	15803	110515141	GRASS SEED	\$1,503.11
		01/24/2020	15803	110515144	GRASS SEED	\$1,217.14
		01/24/2020	15803	360515145	GRASS SEED	\$620.00
STOVER SEED COMPANY					Total Check Amount:	\$3,340.25
V40380	SULLY-MILLER CONTRACTING CO.	01/24/2020	18176	510707315	PROJ MGMT NOV 2019	\$1,793.13
		01/24/2020	18176	510707316	PROJ MGMT NOV 2019	\$54,831.52
		01/24/2020	18176	510707317	PROJ MGMT NOV 2019	\$362,302.85
		01/24/2020	18176	510707461	PROJ MGMT NOV 2019	\$201,056.98
SULLY-MILLER CONTRACTING CO.					Total Check Amount:	\$619,984.48
V40381	SUPERCO SPECIALTY PRODUCTS	01/24/2020	16084	110515121	GRAFFITI BUSTER	\$2,432.75
SUPERCO SPECIALTY PRODUCTS					Total Check Amount:	\$2,432.75
V40382	TECHNICOLOR PRINTING	01/24/2020	24354	110404424	ADULT SPORT SHIRTS	\$348.57
TECHNICOLOR PRINTING					Total Check Amount:	\$348.57
V40383	THYSSENKRUPP ELEVATOR	01/24/2020	10308	490515151	CCC ELEV SVC OCT19	\$2,388.06
THYSSENKRUPP ELEVATOR					Total Check Amount:	\$2,388.06

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V40384	TRENCH SHORING COMPANY	01/24/2020	16935	420515131	PLATE RENTAL	\$535.50
TRENCH SHORING COMPANY					Total Check Amount:	\$535.50
V40385	TRUCPARCO	01/24/2020	2693	480515161	ELECTRICAL RELAY	\$46.55
		01/24/2020	2693	480515161	EXHAUST GUARD	\$201.49
TRUCPARCO					Total Check Amount:	\$248.04
V40386	TURBO DATA SYSTEMS, INC.	01/24/2020	1472	110212122	CITATION PROC DEC19	\$1,009.94
TURBO DATA SYSTEMS, INC.					Total Check Amount:	\$1,009.94
V40387	UNDERGROUND SERVICE ALERT/SC	01/24/2020	4537	420515131	DSB FEE 1/1/2020	\$81.06
		01/24/2020	4537	420515131	UNDRGRND TICKTS DEC19	\$107.35
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$188.41
V40388	UNICORN METALS	01/24/2020	17181	480515161	METALPLATE/STEELSTOCK	\$74.48
UNICORN METALS					Total Check Amount:	\$74.48
V40389	WALTERS WHOLESALE ELECTRIC	01/24/2020	1667	420515131	DRILL REPAIR	\$165.00
WALTERS WHOLESALE ELECTRIC					Total Check Amount:	\$165.00
V40390	WEST COAST ARBORISTS, INC.	01/24/2020	1556	110515125	TREE MAINT 1101-1115	\$3,309.29
		01/24/2020	1556	110515125	TREE MAINT 1116-1130	\$6,784.92
		01/24/2020	1556	110515142	TREE MAINT 1016-1031	\$4,208.70
		01/24/2020	1556	110515142	TREE MAINT 1101-1115	\$9,955.13
		01/24/2020	1556	110515142	TREE MAINT 1116-1130	\$2,280.52
		01/24/2020	1556	110515142	TREE MAINT 12/1-12/15	\$14,630.22
		01/24/2020	1556	110515142	TREE REMOVALS 10/1-15	\$5,469.60
		01/24/2020	1556	110515142	TREE TRIMMING 11/1-15	\$5,413.50
		01/24/2020	1556	110515142	TREE TRIMMNG 11/16-30	\$1,082.70
		01/24/2020	1556	110515142	TREE TRIMMNG 12/16-31	\$19,197.12
		01/24/2020	1556	110515144	TREE TRIMMNG 10/16-31	\$1,082.70
		01/24/2020	1556	110515144	TREE TRIMMNG 11/1-15	\$4,005.99
		01/24/2020	1556	343515112	TREE MAINT 1016-1031	\$1,082.70
		01/24/2020	1556	345515112	TREE REMOVALS 10/1-15	\$8,407.36
		01/24/2020	1556	346515112	TREE MAINT 1016-1031	\$7,434.54
		01/24/2020	1556	346515112	TREE REMOVALS 11/1-15	\$7,939.80
		01/24/2020	1556	510707461	TREE REMOVAL 10/1-15	\$2,279.85
WEST COAST ARBORISTS, INC.					Total Check Amount:	\$104,564.64
V40391	WEST COAST SAND & GRAVEL, INC.	01/24/2020	11519	420515131	SAND AND BASE	\$1,037.94
WEST COAST SAND & GRAVEL, INC.					Total Check Amount:	\$1,037.94
V40392	WEST-LITE SUPPLY CO., INC.	01/24/2020	5192	490515151	LIGHTING	\$512.94
WEST-LITE SUPPLY CO., INC.					Total Check Amount:	\$512.94
V40393	SUZETTE YOUNG	01/24/2020	1719	110212111	TRAINING EXPENSES	\$46.16
SUZETTE YOUNG					Total Check Amount:	\$46.16

City Check Register for: Jan 24, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
Voucher Subtotal						\$2,501,114.90
TOTAL						\$3,076,754.28

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
183013	FATTEMEH ANARI	01/31/2020	29414	420000000	REFUND 070213-120519	\$2,801.53
FATTEMEH ANARI					Total Check Amount:	\$2,801.53
183014	ASBURY ENVIRONMENTAL SERVICES	01/31/2020	9144	480515161	USED OIL DISPOSAL	\$65.00
ASBURY ENVIRONMENTAL SERVICES					Total Check Amount:	\$65.00
183015	AT&T	01/31/2020	19147	510707251	81619D3706189 11/22	\$12,088.91
AT&T					Total Check Amount:	\$12,088.91
183016	AT&T	01/31/2020	19147	510707251	81619D3706189 07/25	\$59,309.65
AT&T					Total Check Amount:	\$59,309.65
183017	AT&T	01/31/2020	19147	510707251	81619D3706189 08/23	\$4,737.92
AT&T					Total Check Amount:	\$4,737.92
183018	AT&T	01/31/2020	19147	510707251	81619D3706189 09/24	\$7,781.13
AT&T					Total Check Amount:	\$7,781.13
183019	AT&T	01/31/2020	19147	510707251	81619D3706189 10/24	\$17,071.58
AT&T					Total Check Amount:	\$17,071.58
183020	AVENU INSIGHTS & ANALYTICS, LLC	01/31/2020	29396	110141424	CAFR/PROP LINK 2019Q4	\$1,750.00
AVENU INSIGHTS & ANALYTICS, LLC					Total Check Amount:	\$1,750.00
183021	BANDERA ESTATES PARTNERSHIP	01/31/2020	29390	270323218	SENIOR SUBSIDY FEB20	\$508.00
BANDERA ESTATES PARTNERSHIP					Total Check Amount:	\$508.00
183022	BEE REMOVERS	01/31/2020	28503	420515131	BEE REMOVAL	\$116.00
BEE REMOVERS					Total Check Amount:	\$116.00
183023	BREA ROTARY CLUB	01/31/2020	1338	110222211	QTRLY DUES JAN-MAR20	\$266.25
		01/31/2020	1338	110222211	QTRLY DUES OCT-DEC19	\$266.25
BREA ROTARY CLUB					Total Check Amount:	\$532.50
183024	BROADCAST MUSIC INC	01/31/2020	23752	110404311	MUSIC ROYALTIES 2020	\$364.00
BROADCAST MUSIC INC					Total Check Amount:	\$364.00
183025	BROOKDALE BREA	01/31/2020	29391	270323218	SENIOR SUBSIDY FEB20	\$254.00
BROOKDALE BREA					Total Check Amount:	\$254.00
183026	BUSINESS CARD	01/31/2020	18749	110212111	BSCARD PD 122319	\$29.99
		01/31/2020	18749	110212131	BSCARD PD 122319	\$75.52
BUSINESS CARD					Total Check Amount:	\$105.51
183027	C.D. LYON INC.	01/31/2020	27499	420000000	CLOSED WATER ACCOUNT	\$2,516.03
		01/31/2020	27499	420000000	OVERPAYMENT #180553	(\$100.00)
C.D. LYON INC.					Total Check Amount:	\$2,416.03
183028	GINA CALDWELL	01/31/2020	21067	420000000	CLOSED WATER ACOUNT	\$47.08
GINA CALDWELL					Total Check Amount:	\$47.08
183029	CALIF FORENSIC PHLEBOTOMY INC.	01/31/2020	4488	110212131	BLOOD TESTS DEC 2019	\$1,070.00
CALIF FORENSIC PHLEBOTOMY INC.					Total Check Amount:	\$1,070.00
183030	CALIFORNIA POLICE CHIEFS ASSN	01/31/2020	2688	110212111	SECONDS IN COMND CRSE	\$125.00
CALIFORNIA POLICE CHIEFS ASSN					Total Check Amount:	\$125.00

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
183031	CALIFORNIA POLICE CHIEFS ASSN	01/31/2020	2688	110212111	CPCA SUMMIT LA HABRA	\$297.00
CALIFORNIA POLICE CHIEFS ASSN					Total Check Amount:	\$297.00
183032	CARBON CANYON FIRE SAFE COUNCIL	01/31/2020	25980	110222231	CC ARUNDO DONAX CLNUP	\$7,249.75
CARBON CANYON FIRE SAFE COUNCIL					Total Check Amount:	\$7,249.75
183033	RAUL CASTRO	01/31/2020	29385	420000000	CLOSED WATER ACCOUNT	\$8.20
RAUL CASTRO					Total Check Amount:	\$8.20
183034	CELLEBRITE USA CORP.	01/31/2020	22268	172212141	UFED4PC ULTMATE SWMNT	\$3,700.00
CELLEBRITE USA CORP.					Total Check Amount:	\$3,700.00
183035	JESSICA CHAN	01/31/2020	23373	420000000	CLOSED WATER ACCOUNT	\$66.19
JESSICA CHAN					Total Check Amount:	\$66.19
183036	JUNGYOON CHANG	01/31/2020	29381	420000000	CLOSED WATER ACCOUNT	\$26.36
JUNGYOON CHANG					Total Check Amount:	\$26.36
183037	JACLYN CHAVEZ	01/31/2020	29386	420000000	CLOSED WATER ACCOUNT	\$20.01
JACLYN CHAVEZ					Total Check Amount:	\$20.01
183038	BORUI CHEN	01/31/2020	29400	420000000	CLOSED WATER ACCOUNT	\$32.09
BORUI CHEN					Total Check Amount:	\$32.09
183039	BRIAN CHONG	01/31/2020	29344	420000000	CLOSED WATER ACCOUNT	\$110.14
BRIAN CHONG					Total Check Amount:	\$110.14
183040	JIN JOO SONG CHOO	01/31/2020	26142	470141483	DAMAGE CLAIM (CAR)	\$1,529.71
JIN JOO SONG CHOO					Total Check Amount:	\$1,529.71
183041	MARIA CHORNG	01/31/2020	19837	420000000	CLOSED WATER ACCOUNT	\$46.83
MARIA CHORNG					Total Check Amount:	\$46.83
183042	CITY OF ANAHEIM	01/31/2020	4908	110222211	METRO CITIES 19/20 Q3	\$68,462.86
CITY OF ANAHEIM					Total Check Amount:	\$68,462.86
183043	CITY OF FULLERTON	01/31/2020	12001	110222211	SHR:ACTUARIAL CONSULT	\$6,120.75
CITY OF FULLERTON					Total Check Amount:	\$6,120.75
183044	CITY OF FULLERTON	01/31/2020	12001	110111143	INITIAL NOCCJPA FUNDS	\$15,000.00
CITY OF FULLERTON					Total Check Amount:	\$15,000.00
183045	COUNTY OF ORANGE	01/31/2020	4799	110212131	FINGERPRINT ID JAN20	\$2,120.00
COUNTY OF ORANGE					Total Check Amount:	\$2,120.00
183046	CT&T CONCRETE PAVING, INC.	01/31/2020	28593	510707313	CURB/GUTTER REM/REPL	\$11,709.00
		01/31/2020	28593	510707313	SW/CURB/GUTTER REPAIR	\$31,562.00
CT&T CONCRETE PAVING, INC.					Total Check Amount:	\$43,271.00
183047	JOVIE DACLAN	01/31/2020	29382	420000000	CLOSED WATER ACCOUNT	\$125.60
JOVIE DACLAN					Total Check Amount:	\$125.60
183048	DELTA T HVAC, INC.	01/31/2020	28265	490515151	HVAC REPAIR	\$1,430.00
DELTA T HVAC, INC.					Total Check Amount:	\$1,430.00
183049	SOUTHERN CALIFORNIA EDISON	01/31/2020	3343	110515121	ELECTRICITY DEC/JAN20	\$5,239.88
		01/31/2020	3343	110515148	ELECTRICITY DEC/JAN20	\$58.53

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$5,298.41
183050	TERRY FREEDMAN	01/31/2020	29401	110404421	VETERANS DAY FLY OVER	\$200.00
TERRY FREEDMAN					Total Check Amount:	\$200.00
183051	FRONTIER COMMUNICATIONS	01/31/2020	26183	420515131	5621821023 1/7-2/6	\$62.36
FRONTIER COMMUNICATIONS					Total Check Amount:	\$62.36
183052	THE GAS COMPANY	01/31/2020	3749	490515151	GAS 12/19/19-1/21/20	\$354.96
THE GAS COMPANY					Total Check Amount:	\$354.96
183053	HERITAGE PLAZA	01/31/2020	29392	270323218	SENIOR SUBSIDY FEB20	\$254.00
HERITAGE PLAZA					Total Check Amount:	\$254.00
183054	SALVADOR HERNANDEZ T	01/31/2020	29403	110000000	PD REPORT REQ REFUND	\$3.00
SALVADOR HERNANDEZ T					Total Check Amount:	\$3.00
183055	HIMALAYA CARPETS	01/31/2020	29398	420000000	CLOSED WATER ACCOUNT	\$66.62
HIMALAYA CARPETS					Total Check Amount:	\$66.62
183056	HOLLYDALE MOBILE ESTATES	01/31/2020	29393	270323218	SENIOR SUBSIDY FEB20	\$254.00
HOLLYDALE MOBILE ESTATES					Total Check Amount:	\$254.00
183057	PEIAN HORIUCHI	01/31/2020	29413	420000000	REFUND 070313-120519	\$2,800.48
PEIAN HORIUCHI					Total Check Amount:	\$2,800.48
183058	INLAND WATER WORKS SUPPLY CO	01/31/2020	23904	420515131	ERTS	\$3,879.00
INLAND WATER WORKS SUPPLY CO					Total Check Amount:	\$3,879.00
183059	YIPING JEN	01/31/2020	29399	420000000	CLOSED WATER ACCOUNT	\$65.15
YIPING JEN					Total Check Amount:	\$65.15
183060	FAHIM KARIM	01/31/2020	29380	420000000	CLOSED WATER ACCOUNT	\$11.87
FAHIM KARIM					Total Check Amount:	\$11.87
183061	DANIEL KWON	01/31/2020	28879	420000000	CLOSED WATER ACCOUNT	\$380.07
DANIEL KWON					Total Check Amount:	\$380.07
183062	LAKE PARK BREA LP	01/31/2020	5289	270323218	SENIOR SUBSIDY FEB20	\$1,270.00
LAKE PARK BREA LP					Total Check Amount:	\$1,270.00
183063	LAW OFFICES OF JONES & MAYER	01/31/2020	12144	110212111	LEGAL SVCS:PD AUG19	\$352.58
		01/31/2020	12144	110212111	LEGAL SVCS:PD DEC19	\$88.15
		01/31/2020	12144	110212111	LEGAL SVCS:PD NOV19	\$264.44
		01/31/2020	12144	110212111	LEGAL SVCS:PD SEPT19	\$88.15
LAW OFFICES OF JONES & MAYER					Total Check Amount:	\$793.32
183064	LEVITY OF BREA, LLC	01/31/2020	29402	830	EXCAVATION DEP REFUND	\$2,000.00
LEVITY OF BREA, LLC					Total Check Amount:	\$2,000.00
183065	LINSKOTT, LAW & GREENSPAN ENGINEERS	01/31/2020	29408	110515171	TFC ENGG SVCS DEC19	\$5,550.60
		01/31/2020	29408	110515171	TFC ENGG:B.MALL DEC19	\$440.00
		01/31/2020	29408	110515171	TFC ENGG:C/WOOD DEC19	\$2,221.50
		01/31/2020	29408	110515171	TFC ENGG:HINES DEC19	\$1,722.60
		01/31/2020	29408	510515171	TFC ENGG SVCS DEC19	\$829.40

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
183065	LINSCOTT, LAW & GREENSPAN ENGINEERS	01/31/2020	29408	510515171	TFC ENGG:BERRY DEC19	\$440.00
		01/31/2020	29408	510515171	TFC ENGG:C/WOOD DEC19	\$331.95
		01/31/2020	29408	510515171	TFC ENGG:HINES DEC19	\$257.40
LINSCOTT, LAW & GREENSPAN ENGINEERS					Total Check Amount:	\$11,793.45
183066	JINGBO LIU	01/31/2020	29411	420000000	REFUND 091217-120519	\$1,166.12
JINGBO LIU					Total Check Amount:	\$1,166.12
183067	JOHNNY LEE LOPEZ	01/31/2020	29404	110000000	PD REPORT REQ REFUND	\$3.00
JOHNNY LEE LOPEZ					Total Check Amount:	\$3.00
183068	CHRISTOPHER MANSON	01/31/2020	29383	420000000	CLOSED WATER ACCOUNT	\$8.09
CHRISTOPHER MANSON					Total Check Amount:	\$8.09
183069	MEADOWS MECHANICAL	01/31/2020	28470	510707942	AHU 11 & 12 REPL	\$50,321.00
MEADOWS MECHANICAL					Total Check Amount:	\$50,321.00
183070	LYNDALL NIPPS	01/31/2020	29406	470141483	DAMAGE CLAIM (CAR)	\$1,443.02
LYNDALL NIPPS					Total Check Amount:	\$1,443.02
183071	CLIFFORD NOLAND	01/31/2020	29384	420000000	CLOSED WATER ACCOUNT	\$71.62
CLIFFORD NOLAND					Total Check Amount:	\$71.62
183072	ORANGE COUNTY WINWATER WORKS	01/31/2020	28030	420515131	GASKETS	\$743.48
ORANGE COUNTY WINWATER WORKS					Total Check Amount:	\$743.48
183073	OC HUMAN RESOURCES CONSORTIUM OCHRC	01/31/2020	25961	110141481	2020 OCHRC MEMBERSHIP	\$250.00
OC HUMAN RESOURCES CONSORTIUM OCHRC					Total Check Amount:	\$250.00
183074	OFFICE DEPOT, INC	01/31/2020	4743	110141441	OFFICE SUPPLIES	\$122.19
		01/31/2020	4743	110212111	OFFICE SUPPLIES	\$21.28
OFFICE DEPOT, INC					Total Check Amount:	\$143.47
183075	OMNI CONCEPTS	01/31/2020	22088	110404211	BCC HALL WALL MAINT	\$929.82
OMNI CONCEPTS					Total Check Amount:	\$929.82
183076	ORANGE VILLA SENIOR APARTMENTS	01/31/2020	29394	270323218	SENIOR SUBSIDY FEB20	\$254.00
ORANGE VILLA SENIOR APARTMENTS					Total Check Amount:	\$254.00
183077	TAMMIE PHILLIPS	01/31/2020	29388	420000000	CLOSED WATER ACCOUNT	\$88.05
TAMMIE PHILLIPS					Total Check Amount:	\$88.05
183078	PLUMBING WHOLESALE OUTLET, INC.	01/31/2020	18392	490515151	PARTS FOR SINK REPAIR	\$142.38
PLUMBING WHOLESALE OUTLET, INC.					Total Check Amount:	\$142.38
183079	RICHARD SANTOS	01/31/2020	29412	420000000	REFUND 070213-120519	\$2,801.53
RICHARD SANTOS					Total Check Amount:	\$2,801.53
183080	SASE COMPANY, INC.	01/31/2020	15500	480515161	CONCRTE GRINDER PARTS	\$928.52
SASE COMPANY, INC.					Total Check Amount:	\$928.52
183081	SPARKLETTS	01/31/2020	3001	490515151	CCC FOUNTN WTR JAN20	\$15.23
SPARKLETTS					Total Check Amount:	\$15.23
183082	TRICO TURNER COLLINS ECKOFF	01/31/2020	29387	420000000	CLOSED WATER ACCOUNT	\$58.76
TRICO TURNER COLLINS ECKOFF					Total Check Amount:	\$58.76

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
183083	UNITED RENTALS NORTHWEST, INC.	01/31/2020	7051	490515151	BOOM RENTAL-SOLAR LTS	\$2,455.02
		01/31/2020	7051	490515151	BOOM-XMAS TREE LIFT	\$736.22
UNITED RENTALS NORTHWEST, INC.					Total Check Amount:	\$3,191.24
183084	VERIZON WIRELESS	01/31/2020	21122	110212121	9845533576 12/4-1/3	\$54.26
VERIZON WIRELESS					Total Check Amount:	\$54.26
183085	VINTAGE CANYON SENIOR APARTMENTS	01/31/2020	29395	270323218	SENIOR SUBSIDY FEB20	\$1,016.00
VINTAGE CANYON SENIOR APARTMENTS					Total Check Amount:	\$1,016.00
183086	NETTIE WATTS	01/31/2020	29405	110	REFUND:W.COAST SWING	\$48.00
NETTIE WATTS					Total Check Amount:	\$48.00
Check Subtotal						\$353,924.61
V40394	ACTIVE NETWORK, INC.	01/31/2020	14295	110404211	ACTIVENET TRAINING	\$2,700.00
ACTIVE NETWORK, INC.					Total Check Amount:	\$2,700.00
V40395	ALL CITY MANAGEMENT SERVICES INC	01/31/2020	6604	110212132	CRSNG GRDS 12/29-1/11	\$1,866.38
		01/31/2020	6604	110212132	CRSNG GRDS 1215-1228	\$1,866.38
ALL CITY MANAGEMENT SERVICES INC					Total Check Amount:	\$3,732.76
V40396	BILL'S AUTO UPHOLSTERY	01/31/2020	10510	480515161	PD UNIT DOORPANEL RPR	\$110.00
BILL'S AUTO UPHOLSTERY					Total Check Amount:	\$110.00
V40397	BREA DISPOSAL, INC	01/31/2020	3330	440515122	DEC 2019 RES TONNAGE	\$63,455.42
BREA DISPOSAL, INC					Total Check Amount:	\$63,455.42
V40398	BREA/ORANGE COUNTY PLUMBING	01/31/2020	3781	490515151	REPAIR WTR LEAK ON P2	\$1,967.20
BREA/ORANGE COUNTY PLUMBING					Total Check Amount:	\$1,967.20
V40399	JASON CELMER	01/31/2020	11286	110212111	TRAINING MILEAGE	\$124.32
JASON CELMER					Total Check Amount:	\$124.32
V40400	CORE & MAIN LP	01/31/2020	27049	420515131	WATER METER ENCODERS	\$6,264.53
		01/31/2020	27049	420515131	WATER METERS+ENCODERS	\$3,039.26
		01/31/2020	27049	420515131	WTRMTR ENCODERS/PIPES	\$2,510.65
CORE & MAIN LP					Total Check Amount:	\$11,814.44
V40401	CORELOGIC	01/31/2020	25542	280323215	REAL EST LISTNG OCT19	\$185.00
CORELOGIC					Total Check Amount:	\$185.00
V40402	DOOLEY ENTERPRISES INC	01/31/2020	5421	110212131	AMMUNITION	\$8,343.27
DOOLEY ENTERPRISES INC					Total Check Amount:	\$8,343.27
V40403	ENTENMANN ROVIN COMPANY	01/31/2020	3457	110212111	DOME BADGES (2)	\$138.97
ENTENMANN ROVIN COMPANY					Total Check Amount:	\$138.97
V40404	GEORGE HILLS COMPANY	01/31/2020	27340	470141483	CLMS MGMT FEE JAN20	\$530.42
		01/31/2020	27340	470141483	INDEX BUREAU INQUIRY	\$20.00
GEORGE HILLS COMPANY					Total Check Amount:	\$550.42
V40405	GRAFIX SYSTEMS	01/31/2020	28716	172222223	FIRE TRUCK GRAPHICS	\$8,391.86
GRAFIX SYSTEMS					Total Check Amount:	\$8,391.86

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V40406	JOSHUA HORN	01/31/2020	27741	110212111	ADV TFC COLL INVSTGTN	\$80.00
		01/31/2020	27741	110212111	FLD TRNG OFFICER CRSE	\$40.00
JOSHUA HORN					Total Check Amount:	\$120.00
V40407	HOUSING PROGRAMS	01/31/2020	26542	290323215	HOUSING REHAB NOV-JAN	\$2,500.00
HOUSING PROGRAMS					Total Check Amount:	\$2,500.00
V40408	JAMES LEE HOWE	01/31/2020	5953	110404145	ADULT GOLF SWING	\$40.00
JAMES LEE HOWE					Total Check Amount:	\$40.00
V40409	JEFFREY HUNZIKER	01/31/2020	26172	110212111	TRAINING MILEAGE	\$96.83
JEFFREY HUNZIKER					Total Check Amount:	\$96.83
V40410	ITRON, INC.	01/31/2020	3773	420515131	ERTS	\$3,620.40
ITRON, INC.					Total Check Amount:	\$3,620.40
V40411	ERIC JOHNSON	01/31/2020	26299	174222222	PARAMEDIC APPL EXP	\$448.00
ERIC JOHNSON					Total Check Amount:	\$448.00
V40412	JASON LOGAN	01/31/2020	19659	110	FORFEITURE DEC-JAN20	\$840.00
JASON LOGAN					Total Check Amount:	\$840.00
V40413	JENNIFER MANZELLA	01/31/2020	23036	950000000	ILJAOJ JM MLG JUL-DEC	\$132.18
JENNIFER MANZELLA					Total Check Amount:	\$132.18
V40414	MUNICIPAL WATER DISTRICT	01/31/2020	3784	420515131	WATER DELIVERY DEC19	\$14,223.32
MUNICIPAL WATER DISTRICT					Total Check Amount:	\$14,223.32
V40415	PACIFIC TELEMAGEMENT SERVICES	01/31/2020	19696	475141471	7147920398 DEC 2019	\$75.00
PACIFIC TELEMAGEMENT SERVICES					Total Check Amount:	\$75.00
V40416	PLACEWORKS, INC.	01/31/2020	26720	110323231	CITY CORE PH3 DEC19	\$22.82
PLACEWORKS, INC.					Total Check Amount:	\$22.82
V40417	SOUTH COAST EMERGENCY VEHICLE SVC	01/31/2020	18619	480515161	20 AMP RECEPTACLE	\$318.28
		01/31/2020	18619	480515161	27008 TILLERPLATE ADJ	\$750.00
		01/31/2020	18619	480515161	FIRETRK MIRROR BRACKT	\$247.68
		01/31/2020	18619	480515161	SEAT SWITCH	\$38.39
SOUTH COAST EMERGENCY VEHICLE SVC					Total Check Amount:	\$1,354.35
V40418	DOUGLAS STEVENSON	01/31/2020	5586	110141481	TRAINING EXPENSES	\$60.07
DOUGLAS STEVENSON					Total Check Amount:	\$60.07
V40419	SULLY-MILLER CONTRACTING CO.	01/31/2020	18176	510707316	PROJ MGMT DEC 2019	\$120,992.71
		01/31/2020	18176	510707317	PROJ MGMT DEC 2019	\$4,203.75
SULLY-MILLER CONTRACTING CO.					Total Check Amount:	\$125,196.46
V40420	SUPERIOR ALARM SYSTEMS	01/31/2020	11074	110404211	BCC NURG/FIRE JAN-MAR	\$210.00
		01/31/2020	11074	110404541	BCC ALARM JAN-JUN20	\$210.00
SUPERIOR ALARM SYSTEMS					Total Check Amount:	\$420.00
V40421	THYSSENKRUPP ELEVATOR	01/31/2020	10308	490515151	O/T CCC ELEV REPAIR	\$655.36
THYSSENKRUPP ELEVATOR					Total Check Amount:	\$655.36
V40422	VALVERDE CONSTRUCTION, INC.	01/31/2020	14201	110515121	SHADOWGROVE SINK HOLE	\$11,533.61

City Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
VALVERDE CONSTRUCTION, INC.					Total Check Amount:	\$11,533.61
V40423	WATEROUS COMPANY	01/31/2020	17124	480515161	FIRETRK WTR DRN VALVE	\$497.21
WATEROUS COMPANY					Total Check Amount:	\$497.21
V40424	WEST-LITE SUPPLY CO., INC.	01/31/2020	5192	490515151	LIGHTING	\$546.29
		01/31/2020	5192	490515151	RETURN:LIGHTING	(\$349.11)
WEST-LITE SUPPLY CO., INC.					Total Check Amount:	\$197.18
Voucher Subtotal						\$263,546.45
TOTAL						\$617,471.06

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending October 31, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of October 2019. Funds received by the Successor Agency are typically spent within three to six months; therefore are not invested long-term. The Successor Agency's Local Agency Investment Fund (LAIF) is used for short-term investments and functions like a savings account until funds are required to meet expenditures needs. Attachment A includes a Portfolio Summary and Holdings Report prepared by Chandler Asset Management for the funds invested on behalf of the Successor Agency. As of October 31, 2019, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$18,628.15 in comparison to \$18,523.74 at September 30, 2019. The Successor Agency to the Brea Redevelopment Agency has sufficient cash flow to meet its expected expenditures for the next six months.

The Successor Agency also has restricted (fiscal agent) cash and investment accounts related to its various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of September 30, 2019, the market value of these funds, including short-term cash and accrued interest was \$204,382.53 as compared to \$202,233.73 as of September 30, 2019.

FISCAL IMPACT/SUMMARY

During the month of October, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$104.41 due market rate adjustments. The total value of the restricted cash and investments increased by \$2,148.80 primarily due to market rate adjustments.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Ana Conrique, Senior Accountant

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
October 31, 2019

			Cost Value		Market Value*
Demand and Interest-Bearing Checking Accounts		Citizen's Bank	\$ 39,678.58	\$	39,678.58
Local Agency Investment Fund		LAIF	\$ 18,594.97	\$	18,628.15
<u>Fiscal Agent Cash & Investments</u>					
2004	Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 20,092.93	\$	20,092.93
2010	Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 57,507.23	\$	57,507.23
2013	Tax Allocation Bonds	Chandler/BNY	\$ 98,040.63	\$	98,040.63
2016	Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 15,091.93	\$	15,091.93
2017	Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 13,649.81	\$	13,649.81
Sub-total - Fiscal Agent Cash & Investments			\$ 204,382.53	\$	204,382.53
Grand Total			\$ 262,656.08	\$	262,689.26

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency **Cash and Investment Information**

October 31, 2019

Fiscal Agent Cash & Investments Detail	Cost Value	Market Value
2004 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 20,092.93	\$ 20,092.93
Sub-total	\$ 20,092.93	\$ 20,092.93
2010 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 57,507.23	\$ 57,507.23
Sub-total	\$ 57,507.23	\$ 57,507.23
2013 Tax Allocation Bonds - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 98,040.63	\$ 98,040.63
Sub-total	\$ 98,040.63	\$ 98,040.63
2016 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 15,091.93	\$ 15,091.93
Sub-total	\$ 15,091.93	\$ 15,091.93
2017 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 13,649.81	\$ 13,649.81
Sub-total	\$ 13,649.81	\$ 13,649.81
Report Grand Total	\$ 204,382.53	\$ 204,382.53



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	2.16%
Average Purchase YTM	2.16%
Average Market YTM	2.16%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 9/30/19	End Values as of 10/31/19
Market Value	16,927	18,595
Accrued Interest	1,596	33
Total Market Value	18,523	18,628
Income Earned	455	105
Cont/WD		0
Par	16,927	18,595
Book Value	16,927	18,595
Cost Value	16,927	18,595

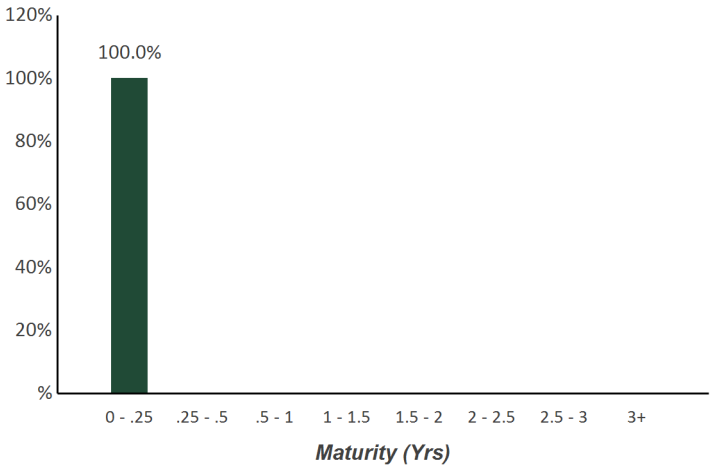
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

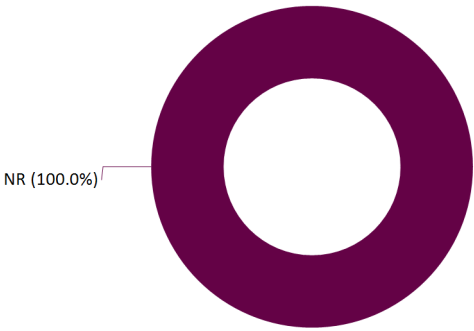
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of October 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	18,594.97	Various 2.16%	18,594.97 18,594.97	1.00 2.16%	18,594.97 33.18	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		18,594.97	2.16%	18,594.97	2.16%	18,594.97 33.18	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		18,594.97	2.16%	18,594.97	2.16%	18,594.97 33.18	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						18,628.15			

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending November 30, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of November 2019. Funds received by the Successor Agency are typically spent within three to six months; therefore are not invested long-term. The Successor Agency's Local Agency Investment Fund (LAIF) is used for short-term investments and functions like a savings account until funds are required to meet expenditures needs. Attachment A includes a Portfolio Summary and Holdings Report prepared by Chandler Asset Management for the funds invested on behalf of the Successor Agency. As of November 30, 2019, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$18,660.97 in comparison to \$18,625.15 at October 31, 2019. The Successor Agency to the Brea Redevelopment Agency has sufficient cash flow to meet its expected expenditures for the next six months.

The Successor Agency also has restricted (fiscal agent) cash and investment accounts related to its various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of November 30, 2019, the market value of these funds, including short-term cash and accrued interest was \$204,630.97 as compared to \$204,382.53 as of October 31, 2019.

FISCAL IMPACT/SUMMARY

During the month of November, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$35.82 due to changes in market value. The total value of the restricted cash and investments increased by \$248.44 primarily due to changes in the market value.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Ana Conrique, Senior Accountant

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
November 30, 2019

			Cost Value	Market Value*
Demand and Interest-Bearing Checking Accounts				
	Citizen's Bank	\$	35,878.54	\$ 35,878.54
Local Agency Investment Fund				
	LAIF	\$	18,594.97	\$ 18,660.97
<u>Fiscal Agent Cash & Investments</u>				
2004	Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 20,117.01	\$ 20,117.01
2010	Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 57,576.16	\$ 57,576.16
2013	Tax Allocation Bonds	Chandler/BNY	\$ 98,158.15	\$ 98,158.15
2016	Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 15,110.01	\$ 15,110.01
2017	Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 13,669.64	\$ 13,669.64
Sub-total - Fiscal Agent Cash & Investments			\$ 204,630.97	\$ 204,630.97
Grand Total			\$ 259,104.48	\$ 259,170.48

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency Cash and Investment Information

November 30, 2019

Fiscal Agent Cash & Investments Detail	Cost Value	Market Value
2004 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 20,117.01	\$ 20,117.01
Sub-total	\$ 20,117.01	\$ 20,117.01
2010 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 57,576.16	\$ 57,576.16
Sub-total	\$ 57,576.16	\$ 57,576.16
2013 Tax Allocation Bonds - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 98,158.15	\$ 98,158.15
Sub-total	\$ 98,158.15	\$ 98,158.15
2016 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 15,110.01	\$ 15,110.01
Sub-total	\$ 15,110.01	\$ 15,110.01
2017 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 13,669.64	\$ 13,669.64
Sub-total	\$ 13,669.64	\$ 13,669.64
Report Grand Total	\$ 204,630.97	\$ 204,630.97

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 02/04/2020

SUBJECT: Monthly Report of Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending December 31, 2019

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Investments is in accordance with Government Code Section 53607 and contains information on the investment activities for the month of December 2019. Funds received by the Successor Agency are typically spent within three to six months; therefore are not invested long-term. The Successor Agency's Local Agency Investment Fund (LAIF) is used for short-term investments and functions like a savings account until funds are required to meet expenditures needs. Attachment A includes a Portfolio Summary and Holdings Report prepared by Chandler Asset Management for the funds invested on behalf of the Successor Agency. As of December 31, 2019, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$18,693.24 in comparison to \$18,660.97 at November 30, 2019. The Successor Agency to the Brea Redevelopment Agency has sufficient cash flow to meet its expected expenditures for the next six months.

The Successor Agency also has restricted (fiscal agent) cash and investment accounts related to its various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of December 31, 2019, the market value of these funds, including short-term cash and accrued interest was \$204,841.96 as compared to \$204,630.97 as of November 30, 2019.

COMMISSION/COMMITTEE RECOMMENDATION

On January 27, 2020, the Investment Advisory Committee reviewed the Monthly Report of Investments and recommended that the City Council receive and file.

FISCAL IMPACT/SUMMARY

During the month of December, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$32.27 due to market rate adjustments. The total value of the restricted cash and investments increased by \$210.99 primarily due to market rate adjustments.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Ana Conrique, Senior Accountant

Concurrence: Cindy Russell, Administrative Services Director

Attachments

ATTACHMENT A

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
December 31, 2019

			Cost Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$	10,045.99	\$ 10,045.99
Local Agency Investment Fund	LAIF	\$	18,594.97	\$ 18,693.24
<u>Fiscal Agent Cash & Investments</u>				
2004 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$	20,137.43	\$ 20,137.43
2010 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$	57,634.59	\$ 57,634.59
2013 Tax Allocation Bonds	Chandler/BNY	\$	98,257.75	\$ 98,257.75
2016 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$	15,125.33	\$ 15,125.33
2017 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$	13,686.86	\$ 13,686.86
Sub-total - Fiscal Agent Cash & Investments		\$	204,841.96	\$ 204,841.96
Grand Total		\$	233,482.92	\$ 233,581.19

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency **Cash and Investment Information**

December 31, 2019

Fiscal Agent Cash & Investments Detail	Cost Value	Market Value
2004 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 20,137.43	\$ 20,137.43
Sub-total	\$ 20,137.43	\$ 20,137.43
2010 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 57,634.59	\$ 57,634.59
Sub-total	\$ 57,634.59	\$ 57,634.59
2013 Tax Allocation Bonds - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 98,257.75	\$ 98,257.75
Sub-total	\$ 98,257.75	\$ 98,257.75
2016 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 15,125.33	\$ 15,125.33
Sub-total	\$ 15,125.33	\$ 15,125.33
2017 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 13,686.86	\$ 13,686.86
Sub-total	\$ 13,686.86	\$ 13,686.86
Report Grand Total	\$ 204,841.96	\$ 204,841.96



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	2.03%
Average Purchase YTM	2.03%
Average Market YTM	2.03%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

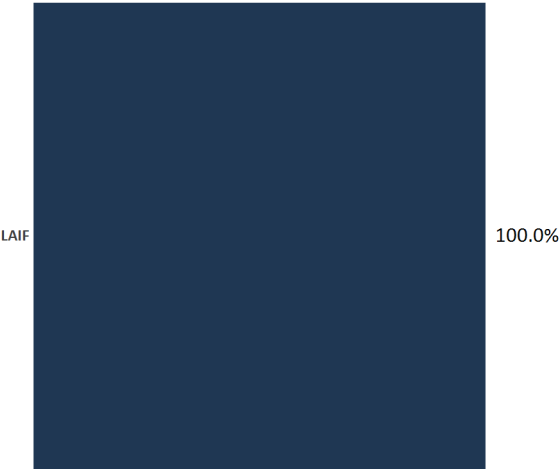
ACCOUNT SUMMARY

	Beg. Values as of 11/30/19	End Values as of 12/31/19
Market Value	18,595	18,595
Accrued Interest	66	98
Total Market Value	18,661	18,693
Income Earned	32	32
Cont/WD		0
Par	18,595	18,595
Book Value	18,595	18,595
Cost Value	18,595	18,595

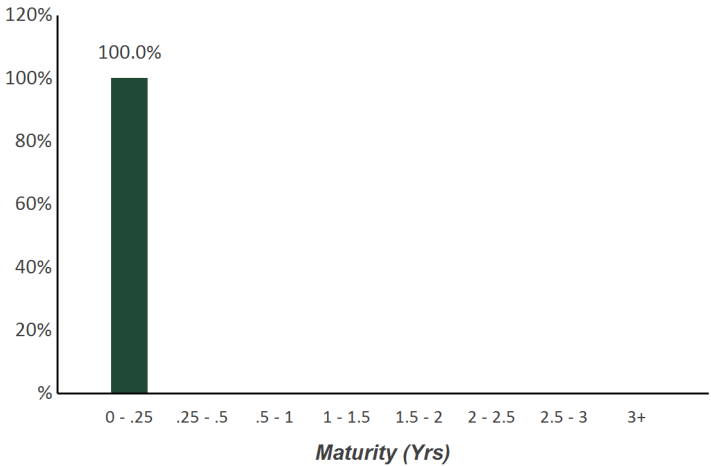
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

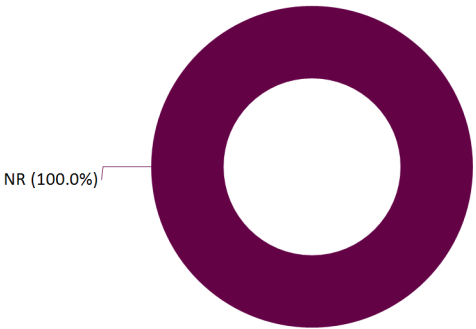
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report
As of December 31, 2019



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	18,594.97	Various 2.03%	18,594.97 18,594.97	1.00 2.03%	18,594.97 98.27	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		18,594.97	2.03%	18,594.97	2.03%	18,594.97 98.27	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		18,594.97	2.03%	18,594.97	2.03%	18,594.97 98.27	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						18,693.24			

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 02/04/2020
SUBJECT: January 31, 2020 Successor Agency Check Register

Attachments

SA Check Register

Successor Agency Check Register for: Jan 31, 2020

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
2793	THE BANK OF NEW YORK MELLON	01/31/2020	4202	731000000	2004 LEASE REV BOND	\$3,180.00
THE BANK OF NEW YORK MELLON					Total Check Amount:	\$3,180.00
2794	CITY OF BREA	01/31/2020	1003	511	REIMB COST 19/20 DEC	\$5,199.81
CITY OF BREA					Total Check Amount:	\$5,199.81

Overall - Total \$8,379.81