

City Council and Successor Agency to the Brea Redevelopment Agency Agenda

Tuesday, November 2, 2021

5:45 p.m. - Closed Session

6:15 p.m. - Study Session

7:00 p.m. - General Session

Steven Vargas, Mayor

Cecilia Hupp, Mayor Pro Tem

Christine Marick, Council Member

Glenn Parker, Council Member

Marty Simonoff, 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)(2) - Anticipated Litigation. Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Shenkman & Hughes, PC California Voting Rights Act Claim

STUDY SESSION
6:15 p.m. - Executive Conference Room
Level Three

CALL TO ORDER / ROLL CALL - COUNCIL

3. Public Comment

4. Clarify Regular Meeting Topics

DISCUSSION ITEMS

5. Appoint Proxy Holder and Nominate for the Office of Director at the Annual Meeting of Stockholders of Cal Domestic Water Company

6. Centennial Sculpture Discussion

7. Downtown Parklets

REPORT

8. Council Member Report/Requests

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

CALL TO ORDER/ ROLL CALL - COUNCIL

9. Pledge of Allegiance

10. **Invocation: John Reeve, The Cause Community Church**
11. **Presentation: Friendship City - Namyangju, South Korea**
12. **Presentation: Legislative Update**
13. **Report - Prior Study Session**
14. **Community Announcements**
15. **Matters from the Audience**
16. **Response to Public Inquiries - Mayor / City Manager**

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

17. **Community Risk Assessment/Standards of Cover Study Preliminary Findings Briefing for Brea Fire Department**

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

CITY COUNCIL - CONSENT

18. **October 19, 2021 City Council Regular Meeting Minutes** - Approve.
19. **Zoning Ordinance Text Amendment No. 2021-01 (ZOTA No. 2021-01) to Amend Title 20, Chapter 20.08 of the Brea City Code Regulating Exceptions and Modifications to the Minimum Off-Street Parking Requirement for Multi-Family Developments Within the City of Brea** - First Reading was at the October 19, 2021, meeting and title was read - waive second reading of the title, conduct second reading to Adopt Ordinance No. 1222 of the City Council of the City of Brea approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of the BCC regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the city of Brea. There is no impact to the General Fund for this action.
20. **Resolution to Certify Funding and Affirm Commitment to Implement Projects in FY 2022-23 - FY2027-28 OCTA Federal Transportation Improvement Program** - Adopt Resolution No. 2021-063 Certifying Resources and Affirming Commitment to 2023 Federal Transportation Improvement Program (FTIP). There is no fiscal impact to the City's General Fund for this action.
21. **Plans and Specifications for Skate Park Upgrades, CIP No. 7914** - Approve Plans and Specifications for Skate Park Upgrades, CIP No. 7914. There is a projected shortfall in the range of \$700,000 to \$900,000. Possible funding sources are being evaluated and specific funding source(s) will be proposed to City Council at the award of construction contract.

22. **Revisions to the Art in Public Places Policy Manual** - Approve revisions to Brea's Art in Public Places Policy Manual and Adopt Resolution. There is no impact to the General Fund for this action.
23. **Resolution to Establish an Election Procedure for Chairperson and Vice Chairperson of the Art in Public Places Advisory Committee** - Adopt Resolution No. 2021-064 Establishing an Election Procedure for Chairperson and Vice Chairperson of the Art in Public Places Advisory Committee. There is no General Fund Impact for this action.
24. **AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings** - Make the following findings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) the COVID-19 state of emergency continues to directly impact the ability of the members of the City's legislative bodies (including commissions and committees) to meet safely in person. There is no impact to the General Fund for this item
25. **Approval of Memorandum of Understanding between the City of Brea and the Brea Police Management Association** - Adopt Resolution No. 2021-065 approving Memorandums of Understanding (MOU') with the Brea Police Management Association (BPMA). .
26. **City Disbursement Registers for October 22 and 29, 2021** - Receive and file.
27. **Monthly Report of Cash Investments for the City of Brea for Period Ended September 30, 2021** - Receive and file.

CITY/ SUCCESSOR AGENCY - CONSENT

28. **October 29, 2021 Successor Agency Disbursement Register** - Receive and file.
29. **Monthly Report of Cash Investments for the Successor Agency to the Brea Redevelopment Agency for the Period Ended September 30, 2021** - Receive and file.

ADMINISTRATIVE ANNOUNCEMENTS

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

COUNCIL ANNOUNCEMENTS

ADJOURNMENT

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Appoint Proxy Holder and Nominate for the Office of Director at the Annual Meeting of Stockholders of Cal Domestic Water Company

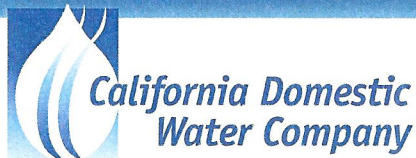
RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Lillian Harris-Neal, City Clerk

Attachments

Proxy



October 15, 2021

Mr. Bill Gallardo, City Manager
City of Brea
1 Civic Center Circle
Brea, Ca 92821-5732

Shareholder(s) of Record:
City of Brea

Number of Shares Owned:
2,208.50

NOTICE OF ANNUAL MEETING OF SHAREHOLDERS

Notice is hereby given upon action of the Board of Directors determining that the Annual Meeting of Shareholders of California Domestic Water Company will be held via,

**ZOOM VIDEO AND AUDIO CONFERENCE
Friday, November 19, 2021 at 9:30 AM**

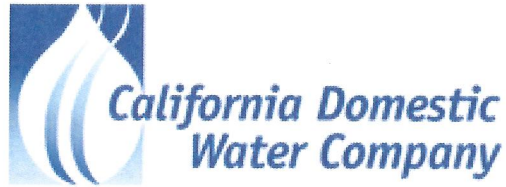
for the purposes of electing the members of the Board of Directors and transacting any other such business as may properly come before the meeting or any adjournments thereof. If you plan to attend the meeting, please complete the enclosed Registration Form with your current contact information and return it in the self-addressed stamped envelope provided. Prior to the meeting date, you will receive instructions for completing your registration for the Annual Meeting of Shareholders and will subsequently receive the video conference meeting invitation.

In addition, please carefully read the enclosed Proxy Form. **You are urged to mark, sign and promptly return the completed Proxy Form in the self-addressed stamped envelope provided to ensure the presence of a quorum required in order to transact the business of the meeting and to cast the vote of your shares in accordance with your wishes.** The giving of your proxy does not affect your right to vote in person via Zoom in the event you attend the Annual Meeting of Shareholders. Only the shareholders of record as of the close of business on Friday, November 5, 2021 shall be entitled to vote their corresponding shares during the meeting.

CALIFORNIA DOMESTIC WATER COMPANY

A large, stylized blue ink signature of Lynda Noriega, which flows over the printed name and title.

Lynda Noriega
President



**ANNUAL MEETING OF SHAREHOLDERS TO BE HELD
FRIDAY, NOVEMBER 19, 2021 AT 9:30 AM
VIA ZOOM VIDEO AND CONFERENCE**

MEETING ATTENDANCE REGISTRATION FORM

In order to maintain the integrity of the Annual Meeting of Shareholders, to ensure the privacy of all shareholders and to ensure the efficiency of the meeting, you must indicate your attendance by completing this registration form. In addition, you are asked to provide your **E-MAIL ADDRESS AND PHONE NUMBER** where indicated below so a representative of California Domestic Water Company can contact you to provide further instructions for completing your registration to the Annual Meeting of Shareholders and subsequently provide you with the video conference meeting invitation.

Shareholder(s) of Record: City of Brea

Select one:

- () I/we, as the shareholder(s) listed above, plan to register and attend the Annual Meeting of Shareholders. I/we understand that I/we must provide current contact information in order to join and participate via Zoom in the Annual Meeting of Shareholders. My/Our current contact information to receive further instructions for completing the registration process is:

Email Address:

PLEASE PRINT CLEARLY

Phone Number:

PLEASE PRINT CLEARLY

- () I/we do not plan to attend the Annual Meeting of Shareholders.

Please complete and return this Registration Form along with your completed Proxy Form in the self-addressed postage-paid envelope provided. All forms must be received by our office no later than Monday, November 15, 2021 in order to be processed prior to the Annual Meeting of Shareholders.

If you have any questions or need any assistance, please contact us (562) 947-3811.



5533001 | Shares = 2,208.50
City of Brea
1 Civic Center Circle
Brea, Ca 92821-5732

**CALIFORNIA DOMESTIC WATER COMPANY
PROXY FORM FOR ANNUAL MEETING OF SHAREHOLDERS TO BE HELD
FRIDAY, NOVEMBER 19, 2021 AT 9:30 AM
VIA ZOOM VIDEO AND AUDIO CONFERENCE**

Christopher D. Blake, or in his absence, Michael O. Quinn, is hereby authorized to vote all shares of the undersigned in California Domestic Water Company at the Annual Meeting of Shareholders to be held on Friday, November 19, 2021, for purposes of electing the members of the Board of Directors and transacting any other such business as may properly come before the meeting, or any adjournments thereof. Nominees for election to the Board of Directors of California Domestic Water Company include:

Donald J. Hannah, Jr.

Thomas J. Prenovost, Jr.

Richard J. Rich

The three nominees identified above will, if elected, serve a two-year term commencing in November 2021 and ending in November 2023, or until their respective successors are duly qualified and elected.

Instructions for Completion:

Make your selection below by checking one of the boxes. If an appropriate selection is not made, the proxy will vote your respective shares in favor of the nominees listed above.

To be valid, this Proxy Form **must be signed by all shareholders of record** listed in the mailing header of this form exactly as their names appear above. If signing for estates, trusts, corporations or partnerships, indicate your title or capacity following your signature.

Please return the completed Proxy Form along with the completed Registration Form in the self-addressed postage-paid envelope provided. All forms must be received by our office no later than **Monday, November 15, 2021** in order to be processed prior to the Annual Meeting of Shareholders.

I/we instruct my proxy as named above to:

- () To vote for the nominees as listed above.
- () To withhold my/our vote from any nominee whose name I/we have drawn a line through.

Shareholder of Record: **City of Brea**

Signed: _____
Mayor or City Manager

Signed: _____
City Clerk

Executed this _____ day of _____, 2021.

Please submit completed form in duplicate.

**NOTICE OF NOMINATION OF MEMBERS TO THE BOARD OF DIRECTORS
OF CALIFORNIA DOMESTIC WATER COMPANY
TO BE PRESENTED AT ANNUAL MEETING OF SHAREHOLDERS
FRIDAY, NOVEMBER 19, 2021 AT 9:30 AM**

To: Lynda Noriega, President
California Domestic Water Company
15505 Whittier Blvd.
Whittier, CA 90603

Please be advised that the undersigned nominates **Thomas J. Prenovost, Jr.** to serve as a member of the Board of Directors for a two-year term commencing in November 2021 and ending in November 2023, or until his respective successor is duly qualified and elected.

By: _____
City of Brea

Date: _____

**CALIFORNIA DOMESTIC WATER COMPANY
ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF NOMINATION**

I hereby acknowledge receipt of the foregoing Notice of Nomination of Directors to the Board of Directors of California Domestic Water Company at the office of the Company this _____ day of _____, 2021.

By: _____
Lynda Noriega, President

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: Centennial Sculpture Discussion

RECOMMENDATION

Give staff direction on how to proceed.

BACKGROUND/DISCUSSION

During Brea's 100th Anniversary "Centennial Celebration" in 2017, the community-based Centennial Steering Committee placed a high importance on celebrating Brea's arts legacy throughout the year. The Committee determined investing in the creation of a public art sculpture would be a way to honor this legacy. In addition, the Committee had a strong desire to have the piece be created by Carlos Terres, Brea's former Artist-in-Residence and resident of Brea's Sister City, Lagos de Moreno. Prior to 2017, Mr. Terres had created nine (9) sculptures throughout Brea, one of the most of any artist, and the Centennial Committee believed honoring his longevity would also be fitting for the celebratory year.

Throughout 2017 staff, along with the Centennial Steering Committee appointed Arts Legacy Subcommittee, worked with the artist on the creation of the sculpture and received approval from the City Council on funding the project (a total cost of \$66,000, plus installation and delivery costs). The piece would visually represent the Centennial Celebration, be made of the artists' proprietary material "Terroca," which has been used on other prominent sculptures through Brea. Staff kept the Art in Public Places Committee and the Cultural Arts Commission updated on progress made on the project. Ultimately, the sculpture was installed at Lagos de Moreno Park/Laurel Elementary (southeast corner of Flower & Birch) in January 2018.

In early 2019 staff began noticing damage to the sculpture, including sever cracks to the base, top, and other elements of the sculpture. Staff had arranged a trip for the artist's son, Yahi Terres, to travel to the U.S. in April 2020 to investigate the damage, but that trip was canceled due to the COVID-19 Pandemic.

On November 4, 2020, the sculpture was destroyed due to a vehicle collision at the adjacent intersection. The City was only able to ascertain a small portion of the replacement value from the insurance claim submitted.

Per the artist, a mold of the piece is not available to recreate it. He also provided quotes for replacing the sculpture. The same material would cost the same price originally paid (\$66,000), though the artist is recommending the piece be recreated in bronze which would cost (\$86,000), shipping in either case would be covered by the artist. In 2017, the artist quoted the cost for

creating the sculpture in bronze at \$150,000.

Staff is now seeking City Council direction on the following:

1. Recreating the sculpture in bronze, as recommended by the artist, APP Committee and Cultural Arts Commission.
2. Not recreating the sculpture.
3. Consideration of an alternate location for the sculpture.

COMMISSION/COMMITTEE RECOMMENDATION

The Art in Public Places Advisory Committee and Cultural Arts Commission both support recreating the piece in bronze to continue honoring the intended legacy. The Cultural Arts Commission had an interest to see if a safer location could be determined.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Jenn Colacion, Management Analyst

Concurrence: Chris Emeterio, Assistant City Manager and Carrie Hernandez, Community Services Manager

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: **Presentation: Legislative Update**

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Liz Pharis, Communications and Marketing Manager

Attachments

PowerPoint



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TPA Presentation to:

City of Brea

November 2, 2021

Agenda

•State Update

Federal Update

Funding Update

**State and Federal Look
Ahead**

Agenda

•State Update

State Update

- **Legislative Session ended September 10**
- **Governor had until October 10 to sign or veto legislation**
- **Legislature will return in January 2022**



Key State Issues

Housing

Brown Act/Local Governance Flexibility

Municipal Broadband

Wildfire Prevention and Intervention

Economic Recovery

2021-2022 State Budget Investments

One-Time Investments: Resources

- ***Drought Package:*** Provides approximately **\$3 billion** to address and get ahead of the emerging drought.
- ***Climate Resiliency Package:*** Provides approximately **\$3.7 billion** over three years to make needed climate resiliency investments. This is \$2.4 billion more than what was proposed in the Governor's May Revision.
- ***Wildfire Package:*** Provides approximately **\$1 billion** over multiple years for various wildfire prevention and response efforts to wildfires.

Priority State Legislation: Housing

Bill	Summary	Status
SB 9 (Atkins)	<ul style="list-style-type: none">• Would allow for duplexes and lot splits in single family residential zones, by right, if the proposed development meets certain requirements.• Prohibits demolition or alteration of an existing unit of rent-restricted housing, housing that has been the subject of an Ellis Act eviction within the past 15 years, or that has been occupied by a tenant in the last three years.• Property owners are required to sign an affidavit stating they will occupy one of the housing units as their primary residence for at least three years after splitting their property or adding additional units• Prohibits a local government from requiring more than one parking space per unit for either a proposed duplex or a proposed lot split or if the parcel is located within one half mile walking distance of a high-quality transit corridor or stop, or if a car share vehicle is located within one block of the parcel.	Signed into law
SB 10 (Weiner)	<ul style="list-style-type: none">• Authorizes a local government to pass an ordinance to zone any parcel for up to 10 units of residential density, at a height specified by the ordinance, if the parcel is located in a transit-rich area or an urban infill site.• If the ordinance supersedes any zoning restriction established by a local initiative, the ordinance would only take effect if adopted by a 2/3 vote of the members of the legislative body.• Sunsets on January 1, 2029	Signed into law

Priority State Legislation: Public Meetings

AB 361 (Rivas) – Open Meetings/Teleconferences

- Allows local agencies to use teleconferencing for public meetings without complying with specific Brown Act restrictions in certain state and local emergencies.
- Local agencies would be required to declare at a public meeting that in-person meetings would present imminent risks to the health or safety of attendees.
- Includes significant protections for public access and public comment during virtual meetings.

Status

- Signed into law

Priority State Topics

Pensions and CalPERS

- TPA worked with the City to facilitate several conversations throughout the year on pension modernization.
- Next Steps:
 - Identify if there is an opportunity to introduce legislation in 2022
 - Continue conversations with local labor representatives

Agenda



Federal Update



Federal Update

- Government Funding and Continuing Resolution
- Infrastructure Investment and Jobs Act – HR 3684
- COVID Response



Agenda

Funding Update

2021 Funding Success

Secured Funding: \$7,800,000

Pending Funding: \$7,000,000



Tracks at Brea - Final Gap Closure

Federal Community Project Funding

- TPA submitted the Tracks at Brea Final Gap Closure project as a \$1 million request to Congresswoman Kim
- Congresswoman Kim selected the project as one of her finalists
- The project was included in the House of Representatives “mini-bus” that was passed on August 2.
 - During negotiations, Congresswoman Kim advocated to increase the dollar amount of the ask to **\$2 million**
- Next Steps:
 - Senate Appropriations Process
 - Final Federal Budget



North Orange County Public Safety Task Force

State Budget Funding

- Worked with Senator Newman to successfully include **\$7,800,000** in the State Budget Bill (AB 128) for continued funding for the Task Force.

Federal Community Project Funding

- Congresswoman Kim selected the Task Force Project as one of her finalists
- The project was included in the Commerce, Justice, and Science Funding Bill for **\$5,000,000**
- The CJS Funding Bill is not one of the “mini-bus” bills that was passed by the House on August 2, but it will serve as the House’s negotiating position on a final spending deal

Agenda



**State and Federal Look
Ahead**

State and Federal Look Ahead

Vaccine Mandate

Housing

Penson Discussions

State and Federal Funding

TOWNSEND

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City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: October 19, 2021 City Council Regular Meeting Minutes

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Lillian Harris- Neal, City Clerk

Attachments

Minutes

DRAFT

BREA CITY COUNCIL SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY MEETING

MINUTES OCTOBER 19, 2021

CLOSED SESSION 5:15 p.m. - Executive Conference Room Level Three

CALL TO ORDER / ROLL CALL - COUNCIL

Mayor Vargas called the Closed Session Meeting to order at 5:18 p.m., all Council Members were present.

Present: Marick, Simonoff, Hupp, Parker, Vargas

1. **Public Comment**
None.

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

2. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(2) - Anticipated Litigation.** Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Shenkman & Hughes, PC California Voting Rights Act Claim.
3. **Conference with City's Labor Negotiator Pursuant to Government Code §54957.6** Regarding the Brea Fire Association (BFA); Brea Fire Management Association (BFMA); Brea Police Association (BPA); Brea Police Management Association (BPMA) - Chris Emeterio, Negotiator, Cindy Russell, Negotiator, and Mario E. Maldonado, Negotiator.
4. **Conference with Legal Counsel Pursuant to Government Code Section 54956.9(d)(2) - Anticipated Litigation.** Significant Exposure to Litigation: 1 potential case. Facts and Circumstances: Brea Firefighters Association FLSA Matter.

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

STUDY SESSION 6:00 p.m. - Council Chamber Plaza Level

CALL TO ORDER / ROLL CALL - COUNCIL

Mayor Vargas called the Study Session to order at 6:24 p.m., all Council Members were present.

5. Public Comment

None.

6. Clarify Regular Meeting Topics

None.

DISCUSSION ITEMS

7. Downtown Brea Parklets Discussion

Acting Community Development Director Jason Killebrew presented a PowerPoint that included the background/introduction; Brea Downtown Owners Association (BDOA) considerations; Best Practice Standards; dining vs. informal seating; existing parklet; overview site plan; potential treatment for spaces between parklets; alternative levels of design; parklet A concept; parklet B concept - family friendly; parklet C concept; parklet D concept - dog friendly; parklet E concept; parklet F concept; maintenance and monitoring considerations; cost considerations; The Yard House; discussion; and next steps.

In response to Mayor Vargas question, Acting Community Development Director Killebrew stated that there is not enough street space to have parklets on the entire block on Birch Street in the downtown area.

Council expressed concern about removing parking spaces on Birch Street, having adequate handicap parking on the street, using faux plants, narrowing the number of concepts, obtaining retail owners input, and maintenance.

Acting Community Development Director Jason Killebrew stated that staff will survey retail owners to get feedback regarding parklets near their business and continue to work on a plan to bring it back to Council for input.

8. Water and Sewer Rate Study Work Session

Financial Services Manager Faith Madrazo announced that the Administrative Services Department has kicked off their water and sewer impact fee study and stated that the goal is to have a public hearing in May 2022, with a proposed rate adjustment effective July 2022. She invited residents to attend a Water and Sewer Rate outreach meeting on Thursday, November 10, at 6:30 p.m. in Community Rooms A and B at City Hall, noted that information from the outreach meeting will be brought back to Council for direction, and introduced Eric Colloccia from Newgen Management Solutions.

Mr. Colloccia, Newgen Management Solutions, presented a PowerPoint that included: an introduction of Newgen Management Solutions, American Water Works Association top 5 issues facing the water industry, cost of service/rate study process, what does cost of service mean, pricing objective, balancing impacts, impact fees, Brea rate study key issues, and discussion.

Council discussed the fact that the City is not billed for water, enterprise funds, and administrative costs.

REPORT

9. Council Member Report/Requests

None.

Mayor Vargas adjourned the Study Session at 6:56 p.m.

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

CALL TO ORDER/ ROLL CALL - COUNCIL

Mayor Vargas called the General Session to order, all Council Members were present.

10. Pledge of Allegiance

Girl Scout Troop 3547 led the Pledge of Allegiance.

11. Invocation

Kelly Fellows, The Refinery Church delivered the Invocation.

12. Proclamation:

Mayor Vargas proclaimed October 2021 as National Breast Cancer Awareness Month in the City of Brea. He presented a Proclamation to Natalie Nelson, Janet Whitson, and Paula Villmer from the Cap Crusaders for their contribution as they work to increase awareness on how to fight breast cancer and support those who have been impacted by it.

13. Commendation

Mayor Vargas presented a Commendation to Volunteers in Police Service (VIPS) member, Ed LeBlanc for reaching the impressive milestone of over 10,000 volunteer hours in support of Police Services.

14. Presentation

Police Chief Adam Hawley presented a video about body worn cameras. He stated that the body cameras are currently being distributed to officers, and they will go live with the system on Monday, October 25, 2021. He shared a video that highlighted the capabilities of the system and thanked staff for their assistance and support.

15. Report - Prior Study Session

City Manager Gallardo provided the Prior Study Session report.

16. Community Announcements

Council Member Marick announced that Brea is continuing the discussion to develop districts for use during future City Council elections and invited the community to attend and participate in the second pre-draft map public hearing on Wednesday, October 27 at 7:30 p.m. in the Council Chambers. More information is available at cityofbrea.net/districting.

Council Member Simonoff announced that there will be a community information meeting for the community to learn about the upcoming Water and Sewer User Rate and Impact Fee Study which will take place on Wednesday, November 10th at 6:30 p.m. in Community Rooms A&B at the Civic & Cultural Center. Participation will also be available via zoom. For more information, visit cityofbrea.net or send an email with any questions to ratestudy@cityofbrea.net.

Mayor Pro Tem Hupp announced that construction has begun on the Country Hills Pavement and Water Improvements project. The project is located within the residential neighborhood north of Birch Street, south of Lambert Road, east of North Associated Road, and west of Kraemer Boulevard. The scope of the project includes replacing various water lines and fully repaving the streets within the Tract. To alleviate construction impacts, the project has three main phases and is anticipated to be completed in June 2022. For more information, and to

view the phasing map, visit cityofbrea.net/countryhills.

Mayor Vargas announced that the City's 2021 Veterans Day Ceremony will be on Thursday, November 11th at 10:00 a.m. at the Brea War Memorial.

Council Member Parker announced that earlier this month, Governor Newsom signed Senate Bill 266 into law acquiring lands that will protect and preserve important habitats on the eastern ridgeline of Chino Hills State Park. The land acquisition will expand the park by more than 10%. using the Chino Hills State Park General Plan as an implementing guide, Hills for Everyone identified about 1,500 acres of land to acquire from willing sellers.

17. Matters from the Audience

Lee Squire expressed support for parents who exercise their freedom regarding vaccinations for children.

Sean Thomas stated that it was previously mentioned that mobile home parks in the City of Brea are not controlled by City. He stated that mobile home parks are still a part of the City and he listed the services that the City provides to them.

Laurie Starkey read previous parking ticket appeals and expressed concern about the street sweeping parking enforcement program.

Debbie Lewis expressed concern that her written comments were not summarized properly, asked Council to enforce the overnight parking ordinance to see if it reduces the parking on the street before reinstating the street sweeping ordinance, and discussed districting.

Ken Schulz expressed concern about the lack of ability to sweep with streets due to cars parked overnight.

City Clerk Lillian Harris-Neal summarized an email sent by Josh Miao and Linda Liu expressing concern about parking enforcement on street sweeping days in the Blackstone community citing obstacles that they face if enforcement returns and they expressed support for alternate street sweeping days.

18. Response to Public Inquiries - Mayor / City Manager

PUBLIC HEARING - *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.*

19. Zoning Ordinance Text Amendment No. 2021-01 (ZOTA No. 2021-01) to Amend Title 20, Chapter 20.08 of the Brea City Code Regulating Exceptions and Modifications to the Minimum Off-Street Parking Requirement for Multi-Family Developments Within the City of Brea

Assistant Planner Cecilia Madrigal presented a PowerPoint that included: the project's executive summary, timeline, existing regulations, consultant/staff analysis, scenario 1 & 2, scenario 3 & 4, consistency with the Housing Element, California Environmental Quality Act (CEQA), fiscal impact, public noticing, and recommendations.

Council discussed the noticing requirement, compliance with Senate Bill 2, and grant funds.

Mayor Vargas opened the public hearing,

Hearing no testimony, Mayor Vargas closed the public hearing.

Council discussed parking requirements for multi-family residences, clarified that some scenarios require Planning and Council approval, and directed staff to change the noticing requirement stated in the proposed Ordinance to a 500 feet noticing requirement.

Motion was made by Mayor Simonoff, seconded by Council Member Hupp to find the project exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) and; introduced Ordinance No. 1222 of the City Council of the City of Brea approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of the BCC regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the city of Brea as amended to change the noticing requirement to 500 feet; and scheduled a second reading to adopt Zoning Ordinance Text Amendment No. ZOTA 2021-01 at the next available City Council meeting.

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

Passed

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

20. City Owned Parking Lot Restrictions

Public Works Director Tony Olmos presented a PowerPoint that included the objective; background; data collected parking lots of concern; comments from Parks, Recreation and Human Services Commission; options for consideration; and parking restriction options.

Council discussed using 12 parking spaces in Arovista park for nearby apartment residents to park, providing parking for a privately owned business, creating conflict if permits are given, setting a precedence for parking in City parks, eliminating parking may cause more cars to park at the shopping center, safety for residents that cross the major street to park, and maybe having a pilot program to give time for the apartment complexes to find a solution for parking.

In response to Mayor Vargas' direction to bring the item back at the next meeting, City Manager Gallardo stated that it will take longer to bring the item back to allow staff time to: get legal advice, talk to surrounding apartment property owners and to have further discussions with the church about possibly utilizing their parking lot after hours.

21. Street Sweeping Program

Public Works Director Tony Olmos presented a PowerPoint that included: the presentation overview, recent City Council actions, additional data (parked cars), additional data (complaint log), recommended option, alternative option, implementation/outreach, parking exemption permit, recent photos on street sweeping days, and recommended action.

In response to Council questions, Public Works Director Olmos and Police Chief Hawley stated that parking signs are posted at every entrance/exit of a tract and not on every street, exemptions require residents to park within 100 feet of their address, parking enforcement is designed to have the officer follow behind the street sweeper, and residents can report complaints on the City's website or by calling City Hall.

Council discussed problem areas, accommodating neighborhoods with no driveways, cars parked for 72 hours or more, parking enforcement to change behavior of habitual offenders, hiring an overnight parking control officer, and enforcement of overnight parking before

continuing the street sweeping program.

Council Member Marick expressed support for re-enforcing the street sweeping parking enforcement with allowing residents to apply for overnight parking permits.

Motion was made by Mayor Simonoff, seconded by Council Member Parker to terminate the Pilot Program, continue street sweeping twice per month with no enforcement, and explore hiring a new Parking Control Officer.

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

NOES: Council Member Marick

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

22. September 21, 2021, City Council Regular Meeting Minutes

The City Council approved the September 21, 2021, City Council Regular Meeting Minutes as written.

23. September 27, 2021, Special City Council Meeting Minutes

The City Council approved the September 27, 2021, Special City Council Meeting Minutes as written.

24. Remote Learning for Brea Olinda Unified School District at the Civic & Cultural Center

The City Council approved the execution of a two-year lease agreement between the City of Brea and the Brea Olinda Unified School District, with the option of three one-year extensions and amended the Community Development Department's revenue budget for Fiscal Year 2021-2022 by \$35,211.66 (August 2021 through June 2022, \$3,201.06 monthly) in the next quarterly budget adjustments.

25. Award South Brea Water & Sewer Improvements, CIP Project Nos. 7454, 7466 and 7626

The City Council 1) approved plans and specifications; 2) received bids; 3) awarded the Contract to lowest responsive and responsible bidder, Vido Samartzich, Inc., in the amount of \$5,375,591.00; and 4) authorized the City Engineer to issue Change Orders up to a "not-to-exceed" amount of 10% of the contract price.

26. Acceptance and Appropriation of Funds for Lagos De Moreno Park Upgrades, CIP Project No. 79291

The City Council 1) adopted Resolution No. 2021-060 to appropriate \$646,100 from the Capital & Mitigation Improvement Fund (Fund 560); 2) accepted the project as complete and authorized the City Clerk to record Notice of Completion; and 3) authorized the City Clerk to release payment and performance bonds.

27. Acceptance of Brea Water Main Replacement North Hills West and East Tracts, Project Nos. 7459 and 7460

The City Council accepted the Project as complete and authorized the City Clerk to record a Notice of Completion; and authorized the City Clerk to release the Payment and Performance Bond upon notification from the Public Works Department.

28. Budget Adjustments to the City Operating and Capital Improvement Program Budgets for Fiscal Year 2020-21

The City Council adopted Resolution No. 2021-061 and Resolution No. 2021-062 appropriating funds to adjust the Fiscal Year 2019-20 City Operating and Capital Improvement Program Budgets.

29. Acceptance of Moorpark Water Main Replacement, CIP Project No. 74301

The City Council accepted the project as complete and authorized the City Clerk to record Notice of Completion; and authorized the City Clerk to release Payment and Performance Bonds.

30. Reflective Backplates at Signalized Intersection Pilot Program

The City Council approved the Reflective Backplates at Signalized Intersection Pilot Program.

31. Estoppel Certificate and Reaffirmation - Retail Court at 910 E. Birch Street

The City Council authorized the City Manager to execute the Estoppel Certificate and Agreement of Lessor (Estoppel Certificate) and Reaffirmation of Estoppel Certificate and Agreement of Lessor (Reaffirmation) in favor of Bank Leumi USA (Bank Leumi) related to an amendment to loan documents between Nesbitt Partners Brea Venture, Ltd. (Nesbitt) and its lender, Bank Leumi.

32. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

Regarding Item 32 (AB 361 Findings for Special Brown Act Requirement for Teleconference Meetings), Council Member Marick clarified that the approval of this item allows any commission/committee members to participate in their perspective meetings remotely.

City Attorney Boga noted that at this time a staff report regarding AB 361 will be on every City Council meeting agenda to make findings that the COVID-19 state of emergency continues to directly impact the ability of the members of the City's legislative bodies (including commissions and committees) to meet safely in person.

In response to Mayor Vargas question, City Attorney Boga explained that under State law, AB 361 gives the legislative body the flexibility to create their own policy regarding commission/committee member attendance.

Council agreed to discuss creating an AB 361 policy and made the following findings: the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and 2) the COVID-19 state of emergency continues to directly impact of the ability of the members of the City's legislative bodies (including commissions and committees) to meet safely in person.

33. Monthly Report of Cash Investments for the City of Brea for Period Ended August 31, 2021

The City Council received and filed the Monthly Report of Cash Investments for the City of Brea for Period Ended August 31, 2021.

34. Outgoing Payment Log and City Disbursement Registers for September 24 and October 1, 8 & 15, 2021

The City Council received and filed the Outgoing Payment Log and City Disbursement Registers for September 24 and October 1, 8 & 15, 2021.

Motion was made by Council Member Hupp, seconded by Council Member Parker to approve Consent Calendar items 22-34.

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

Passed

CITY/ SUCCESSOR AGENCY - CONSENT

35. Monthly Report of Cash Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended August 31, 2021

The City Council/SA received and filed the Monthly Report of Cash Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ended August 31, 2021.

36. September 24, 2021 Successor Agency Disbursement Register

The City Council/SA received and filed the September 24, 2021 Successor Agency Disbursement Register.

Motion was made by Mayor Simonoff, seconded by Council Member Hupp to approve Council/SA Consent Calendar items 35 and 36.

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

Passed

BREA ARTS CORPORATION

37. Brea Arts Corporation Annual Report for Fiscal Year 2020-21

The Brea Arts Corporation received and filed the Brea Arts Corporation Annual Report for Fiscal Year 2020-21.

Motion was made by Council Member Hupp, seconded by Mayor Simonoff to approve the Brea Arts Corporation item 37.

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

Passed

ADMINISTRATIVE ANNOUNCEMENTS

38. City Manager

City Manager Gallardo announced that Public Works Director Tony Olmos has resigned to take a position with the City of Pasadena. He thanked him for all of his hard work and wished him well.

39. City Attorney

None.

40. Council Requests

Mayor Vargas reiterated his desire to have an AB 361 policy discussion at a later date.

COUNCIL ANNOUNCEMENTS

None.

ADJOURNMENT

Mayor Vargas adjourned the General Session at 10:10 p.m.

Respectfully submitted,

The foregoing minutes are hereby
approved this 2nd day of November, 2021.

Lillian Harris-Neal, City Clerk

Steven Vargas, Mayor

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: ZONING ORDINANCE TEXT AMENDMENT NO. 2021-01 (ZOTA NO. 2021-01) TO AMEND TITLE 20, CHAPTER 20.08 OF THE BREA CITY CODE REGULATING EXCEPTIONS AND MODIFICATIONS TO THE MINIMUM OFF-STREET PARKING REQUIREMENT FOR MULTI-FAMILY RESIDENTIAL DEVELOPMENTS WITHIN THE CITY OF BREA.

EXECUTIVE SUMMARY:

The City has initiated an amendment to Title 20 of the Brea City Code (BCC) to allow exceptions and modifications to the minimum off-street parking requirements for multi-family development. This Zoning Ordinance Text Amendment (ZOTA) aims to implement components of the 6th Cycle Housing Element as well as satisfy the purpose of the Senate Bill 2 Planning Grants Program (SB 2 PGP). The SB 2 PGP is geared to help cities and counties prepare, adopt, and implement plans and process improvements that accelerate housing production amidst the State's housing crisis. This ZOTA was funded by the SB 2 PGP, with the purpose of updating parking standards to meet the contemporary needs of multi-family development and remove the public hearing review requirements for multi-family residential projects seeking an off-street parking modification.

On September 28, 2021 the Planning Commission, with a 5-0 vote, recommended the City Council adopt the Ordinance approving ZOTA No. 2021-01. The Planning Commission, as part of their recommendation, suggested establishing a 150-foot noticing radius following the Community Development Director's (Director) decision. The purpose of this notice is to give nearby property owners sufficient time to file an appeal of the Director's decision to the Planning Commission. The ZOTA herein may be referred to as the "project."

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Find the project exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) and;
2. Second Reading to Adopt Ordinance No. 1222 of the City Council of the City of Brea approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of the BCC regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the city of Brea (Attachment A). Waive Second Reading of the Title.

BACKGROUND/DISCUSSION

BACKGROUND

On October 1, 2019 the City Council authorized the submittal of application and receipt of Senate Bill 2 (SB 2) Planning Grants Program (PGP) funds and execution of the agreements with consultants to carry out the programs approved in the grant (Attachment B).

On December 30, 2019 the State's Department of Housing and Community Development (HCD) awarded the City \$160,000 to fulfill the four projects outlined in the application to update planning and zoning processes. This ZOTA was granted \$45,000 from the SB 2 funds to update parking standards, also known as Project IV (previously named Project I) in the application.

On December 9, 2020, the City entered into a Professional Services Agreement with Linscott, Law & Greenspan, Engineers (LLG) to provide technical assistance on the project.

On September 28, 2021 City staff presented ZOTA No. 2021 to the Planning Commission (Attachment C).

The deadline for all projects outlined in the SB 2 PGP application must be completed by February 2022. Incomplete projects would require the City to forfeit the grant and reimburse HCD the full amount of money granted by the SB 2 PGP.

DISCUSSION

The ZOTA is supported by a parking analysis that was prepared by LLG to provide flexibility in allowing the application of alternative methods in estimating the modern needs of multi-family development. The flexibility recommended in the parking analysis would change the review and approval process seeking modifications to the minimum off-street parking in the following:

TABLE 1 – CURRENT AND PROPOSED PROCESS

Current Process	Proposed Process*
Multi-family developments requesting reductions or modifications to the required off-street parking minimum are subject to a CUP reviewed and approved by the Planning Commission. The CUP requires the support of a Parking Demand Study.	Multi-family developments requesting reductions or modification to the required off-street parking minimum would be subject to the Director's review and approval with the support of a Parking Demand Study prepared by a licensed professional.

*Non-residential projects requesting modifications to the off-street parking requirements would fall under the "Current Process" and would still be subject to a CUP.

The removal of the CUP requirement is intended to avoid any prolonged entitlement approval. This would apply only when the project would be otherwise "permitted-by-right" except for the CUP request for parking modifications that would elevate the project to the Planning Commission. Projects with any other additional entitlement's requests would still be subject to the Planning Commission review.

Scenarios 1-4 below provide examples of typical projects that could be submitted to the Community Development Department for processing. These scenarios provide examples of when a project would be subject to the review of the Director, and when projects would be subject to Planning Commission review, if this ZOTA were to be approved. It is important to note that given the scale, scope and level of associated CEQA review, the Director may defer their decision authority to the Planning Commission.

- **Scenario 1** – A proposal for a three-story 32-unit apartment building with 15

one-bedrooms, 8 two-bedroom, 9 three-bedrooms units, and 55 covered parking spaces. The two-acre project site is within the Mixed-Use I Zone and General Plan land use designation which has a maximum density of 32 dwelling units per acre (du/ac). The project is requesting a reduction of 10 parking spaces from the required 65 parking spaces to maintain provide a two-way driveway access instead of one based off limited land space on the property. Given the fact that the project is not requesting additional entitlements, is exempt from CEQA, meets all applicable BCC development standards and is compatible to the General Plan land use, this reduction request could be reviewed and approved by the Director.

- **Scenario 2** – A proposed two-story, 10-unit apartment building consisting of 5 one-bedroom units, 5 two-bedroom and 15 parking spaces. The project site is approximately 1.6 acres with a R-3 (Multi-Family Residential) zoning and a General Plan land use designation of Medium Density which has a maximum density of 12 du/ac. This project is requesting a reduction of four parking spaces from the required 19 parking spaces since the request included a parking management plan that would assign all one-bedroom apartment one parking space and each two-bedroom apartment two parking spaces. The parking management plan also includes a shared parking agreement for Guest parking at an adjacent office building, which has a parking surplus. Given the fact that the project is not requesting additional entitlements, is exempt from CEQA, meets all applicable BCC development standards and is compatible to the General Plan land use, this reduction request may be reviewed and approved by the Director.
- **Scenario 3** – A proposed 3-story, 40-unit apartment complex consisting of 18 one-bedroom units, 12 two-bedroom, 6 three-bedroom and 60 parking spaces. The required off-street parking for this proposal is 76 spaces. This project approximate 2-acre project site is zoned MU-III (Mixed Use III) and has a General Plan land use designation of of Mixed Use III which has a maximum density of 18 du/ac. Since the proposed project exceeds the maximum density allowed, the project proponent is requesting a General Plan Amendment and Zone Change to MU II. Given the scale, scope, and entitlement requested for this project the entire project would be reviewed by the Planning Commission and City Council.
- **Scenario 4** – A proposed five-story mixed-use building featuring 180 units of residential and 21,000 square foot of office space within an existing commercial center. The scenario would feature a new 3-level parking garage with 300 parking spaces and 800 surface parking spaces. The project is zoned C-G (General Commercial) with a General Plan land use of General Commercial. Since residential is not an allowed use in the C-G zone and General Plan Land Use Designation, a change to Mixed Use has been requested. In addition, the project is requesting a 100-space parking reduction from the required 1200. Given the scale, scope, and entitlement requested for this project the entire project would be reviewed by the Planning Commission and City Council.

Housing Element

The ZOTA would fulfill two new policies and programs from the 6th Cycle (2022-2029) Housing Element. The ZOTA would streamline the development review and permitting process for housing production (Policy 4.3) and update parking standards to address the contemporary needs of multi-family residential product types (Program 14). The policies and programs the project is consistent with are outlined below:

- **Policy 4.3** (Objective Development Standards): Establish objective development standards to create greater certainty for developers and streamline the development review and permitting process.
- **Program 14** (Update Parking Standards): Implement parking standards that address the

contemporary needs of mixed-use, multi-family, and other residential product types.

COMMISSION/COMMITTEE RECOMMENDATION

Planning Commission Recommendation

On September 28, 2021, the Planning Commission unanimously approved (5-0) a resolution (Attachment D) recommending the City Council approval of an Ordinance to amend Title 20 (Zoning Code) of the BCC regulating exceptions and modifications to the minimum off-street parking requirement for multi-family residential developments within the City of Brea provided that the Ordinance is revised to establish a 150-foot noticing radius the property owner to provide sufficient notice to file an appeal of the Director decision to approve any such modification to the minimum off-street parking requirements. The Planning Commission minutes for September 28, 2021 are attached for reference (Attachment E). Staff supports the Planning Commission recommendation to include a 150-foot radius notification of the Director's decision to nearby property owners.

PUBLIC NOTICE

This Ordinance was noticed in accordance with the City's public noticing requirements. The public hearing notice for this Ordinance was published in the Orange County Register on October 9, 2021 for the October 19, 2021 City Council Meeting (Attachment F). At the publication of this report, one correspondence in opposition of the project has been received (Attachment G).

ENVIRONMENTAL ASSESSMENT

The proposed project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3). This exemption only applies to projects which have the potential for causing a significant effect on the environment. This project would only modify certain zoning procedures and does not approve any developments. It can be seen with certainty that there is no possibility that the proposed ZOTA would have a significant effect on the environment, therefore, the activity is not subject to CEQA. Any future multi-family development would be subject to CEQA review.

FISCAL IMPACT/SUMMARY

There would be no negative impact to the General Fund. On October 1, 2020, the City Council authorized the receipt of SB 2 PGP funds and the execution of the agreements with consultants to carry out the program's approval. The grant received \$160,000 of which \$45,000 were reserved to execute this Project.

CONCLUSION

The proposed Ordinance provides support of the SB 2 grant objective to streamline the production of multi-family housing development. In addition, the Ordinance would promote the City's proposed 6th Cycle (2022-2029) Housing Element by streamlining development review and permitting process and implementing new parking standards to address contemporary needs of residential product types. Staff recommend the City Council introduce the proposed Ordinance No. 1222, and schedule a second reading on November 2, 2021.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Cecilia Madrigal-Gonzalez, Assistant Planner

Concurrence: Jason Killebrew, City Planner

Attachments

Updated Draft Ordinance

B. SB 2 PLANNING GRANTS PROGRAM APPLICATION

C. SEPTEMBER 28, 2021 PLANNING COMMISSION STAFF REPORT PACKET

D. PLANNING COMMISSION RESOLUTION NO. 2021-12

E. DRAFT SEPTEMBER 28, 2021 PLANNING COMMISSION MINUTES

F. ORANGE COUNTY REGISTER PROOF OF PUBLICATION

G. LETTER IN OPPOSITION

ORDINANCE NO. 1222

AN ORDINANCE OF THE CITY OF BREA ADOPTING ZONING ORDINANCE TEXT AMENDMENT NO. ZOTA 2021-01, REGARDING EXEMPTIONS AND MODIFICATIONS TO OFF-STREET PARKING REQUIREMENTS

THE CITY COUNCIL OF THE CITY OF BREA DOES ORDAIN AS FOLLOWS:

A. RECITALS.

(i) On September 28, 2021, the Planning Commission of the City of Brea held a duly noticed public hearing on this Ordinance, after which it recommended adoption of the Ordinance.

(ii) On October 19, 2021, the City Council held a duly noticed public hearing, on this Ordinance.

B. ORDINANCE.

SECTION 1. Finding. The facts set forth in the Recitals, Part A, of this Ordinance are true and correct.

SECTION 2. General Plan. Adoption of this Ordinance is consistent with the City's General Plan. In particular, this Ordinance meets Housing Element Policy 4.2 by providing additional flexibility in parking requirements for housing, such as transit-oriented development, mixed use, and live/work housing to ensure they do not constrain housing development.

SECTION 3. CEQA. The City Council finds and determines that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) under 14 C.C.R. § 15061(b)(3) because this Ordinance only modifies certain zoning procedures and does not approve any particular project or development. It can therefore be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

SECTION 4. Code Amendment. Subsection “F” of Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“F. *Exceptions or modifications to off-street parking requirements.* An exception to or modification of the off-street parking requirements of this section may be granted to avoid circumstances where they might be excessive due to the use involved or other relevant circumstances, but only if such exemption or modification is consistent with the intent and purpose of this section.

1. Exceptions or modifications for multi-family developments require approval of a minor modification in accordance with the provisions of § 20.408.020 of this title. Pursuant to § 20.408.020.B.2., such requests shall be subject to the review and approval of the Director of Community Development.

a. Notice of decision shall be sent by first class mail or delivered by a city employee to property owners within five-hundred (500) feet of the subject property. Pursuant to § 20.424, all decisions of the Director made under this provision of this title are appealable to the Planning Commission.

2. Exceptions or modifications for all projects that are not multi-family developments require approval of a conditional use permit in accordance with the provisions of § 20.408.030 of this title.

3. All requests for an exception or modification must be accompanied by a Parking Demand Study prepared by a licensed professional that demonstrates approval of the exception or modification will not result in insufficient or inadequate parking and meets the following requirements:

a. The Parking Demand Study must at a minimum include: (1) the otherwise applicable parking requirements under § 20.08.040 of this title; (2) any otherwise applicable parking requirements under any entitlement, zoning requirement, or other approval previously approved by the City; (3) a comparative analysis of parking on the site with and without the requested exception or modification; and (4) a Parking Management Plan and/or Transportation Demand Management program, if deemed necessary by the Director of Community Development.

b. A Parking Demand Study for a multi-family development may utilize the Urban Land Institute's Shared Parking methodology or any other reasonably similar methodology shown to be applicable if the project: (1) is either part of a mixed-use development or located in a mixed-use setting conducive to shared parking; and (2) incorporates both features that promote active transportation (e.g., walking and cycling) and convenient access to public transit."

SECTION 5. Code Amendment. A new subsection "G" is hereby added to Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code to read as follows:

"G. *Parking requirements not specified.* In the event this section does not specify any parking space requirement for any specific use otherwise allowed under this title, the Planning Commission, upon recommendation of the city staff, shall determine the parking requirements for said use. There shall be no application fee for this procedure."

SECTION 6. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or

phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 7. Certification. The City Clerk shall certify to the adoption of this Ordinance.

APPROVED AND ADOPTED this 2nd day of November, 2021.

Mayor

ATTEST:

City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Brea, held on the 19th day of October 2021, and was finally passed at a regular meeting of the City Council of the City of Brea on the 11th day of November, 2021, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: _____

City Clerk

DOCUMENT / AGREEMENT
PROCESSING FORM

TO: CITY CLERK'S OFFICE

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

DATE: 10/21/2019

CONTRACTOR/VENDOR: N/A

DESCRIPTION: SB 2 GRANT APPLICATION SUBMISSION

SELECT ONE:

☒ Anticipated approval by [City Council] [Successor Agency] on 10/1/19
☐ No [City Council] [Successor Agency] action required

INSURANCE REQUIRED:

☒ No
☐ Yes as attached
☐ Yes withhold execution until received

BONDS REQUIRED:

☒ No
☐ Yes as attached
☐ Yes withhold execution until received

TYPE OF INSURANCE REQUIRED

☐ Commercial General Liability
☐ Auto
☐ Professional Liability
☐ Workers Compensation
☐ Additional Insured Endorsement
☐ Other

SIGNATURE(S) NEEDED:

☐ Mayor
☒ City Manager
☐ Department Head
☐ Procurement & Contracts Administrator
☐ City Clerk

NOTARY REQUIRED

☐ Yes ☒ No

Risk Manager Initials: _____

***Insurance MUST be seen and approved by Risk Manager before submitting Agreement and corresponding documents to City Clerk's Office for processing and signatures**

Agreement date:

☒ [City Council] [Successor Agency] Approval Date: COUNCIL APP'D ON 10/1/19
☐ Date City/Agency executes:
☐ Other:

Agreement Expiration date: ANTICIPATED END OF GRANT TERM IS 6/30/2022

Comments: SB 2 GRANT APPLICATION SUBMITTED TO STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT.

Contact person: LINDA TANG X4457

SB 2 Planning Grants Program Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>

Email: sb2planninggrant@hcd.ca.gov

March 28, 2019

SB 2 Planning Grants Application

Planning Grants Program Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Planning Grants Program (PGP) provisions of SB 2 (Chapter 364, Statutes of 2017). The PGP program is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. Please refer to the SB 2 Planning Grants Program Guidelines and Notice of Funding Availability (NOFA) for detailed information on eligible activities, applicants, and awards. If you have questions regarding this application or the PGP, email sb2planninggrant@hcd.ca.gov.

If approved for funding, this grant application will be a part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

Pursuant to Section X of the NOFA, all applicants must submit a complete, signed, original application package and an electronic copy on CD or USB flash drive containing the following documentation, in the order listed below, to the Department by the specified due date in the Notice of Funding Availability (NOFA) in order to be considered for award:

- 1) A complete, signed, original application (the Department will only accept this **fillable pdf** as the application) with the following attachments:
 - a. **Attachment 1: State and Other Planning Priorities** (All applicants must submit this form to self-certify compliance)
 - b. **Attachment 2: Nexus to Accelerating Housing Production - NOTE:** if the applicant is proposing only Priority Policy Areas (PPA), as defined in section VIII, subsection (3) of the NOFA, do not fill out Attachment 2. However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.
- 2) A fully executed resolution authorizing application for, and receipt of, PGP funds (see Attachment 3: Sample Resolution).
- 3) A fully executed Government Agency Taxpayer ID Form (available as a download from the SB 2 Planning Grants webpage at <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>).
- 4) If the applicant is partnering with another local government or other entity pursuant to Article II, Section 200 of the SB 2 Planning Grant Program Guidelines (the "Guidelines"), include a copy of the legally binding agreement.

NOTE: All local governments must submit a separate, signed application package, notwithstanding whether it will partner with another form of government or entity. Only one application per locality will be accepted by the Department. Joint applications are not allowed.

SB 2 Planning Grants Application

A. Applicant Information

Pursuant to Article II, Section 200 of the Guidelines, local governments may partner through legally binding agreements with other forms of governments or entities. However, all local governments must submit separate, signed application packages that identify their respective responsibilities and deliverables, even if partnering with other entities.

Is the applicant partnering with another eligible local government entity?		
<input type="checkbox"/>	*Yes	*If Yes, the application package must include a fully executed copy of the legally binding agreement. Provide the partners' name(s) and type(s) below for reference only.
<input checked="" type="checkbox"/>	No	

Complete the following Applicant information			
Applicant's Name		City of Brea	
Applicant's Agency Type		General Law City	
Applicant's Mailing Address		1 Civic Center Circle	
City		Brea	
State	California	Zip Code	92821
County		Orange	
Website		www.cityofbrea.net	
Authorized Representative Name		Mr. William Gallardo Jr.	
Authorized Representative Title		City Manager	
Phone	714-990-7710	Fax	714-671-4484
Email	billga@cityofbrea.net		
Contact Person Name		Jennifer Lilley	
Contact Person Title		City Planner	
Phone	714-990-7674	Fax	714-990-2258
Email	jenniferl@cityofbrea.net		
Partner(s) Name (if applicable)		N/A	
Partner Agency Type		N/A	
Partner(s) Name (if applicable)		N/A	
Partner Agency Type		N/A	
Proposed Grant Amount	\$	160,000	

B. Applicant Certification

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Planning Grants Program (PGP), the City of Brea assumes the responsibilities specified in the 2019 Notice of Funding Availability and PGP guidelines, and certifies that the information, statements, and other contents contained in this application are true and correct.

Signature:  Name: William Galardo

Date: 10/24/19 Title: City Manager

SB 2 Planning Grants Application

C. Threshold Requirements

Pursuant to Section 201(a) through (d) of the Guidelines, all applicants must meet the following threshold criteria in items 1-4 below to be eligible for an award.

1. Does the applicant have an adopted housing element found to be in substantial compliance by the Department on or before the date of the applicant's submission of their SB 2 Planning Grant application?

<input checked="" type="checkbox"/>	Yes	Date of HCD Review Letter: 10/9/13
<input type="checkbox"/>	No	
<input type="checkbox"/>	The Applicant requests HCD to consider housing element compliance threshold as met due to significant progress achieved in meeting housing element requirements.	

2. Has the applicant submitted to the Department the Annual Progress Report (APR) for the current or prior year on or before the date of submission of their SB 2 Planning Grant application?

<input checked="" type="checkbox"/>	Yes	APR	Date Submitted
<input checked="" type="checkbox"/>		2017 CY Report	3/6/18
<input checked="" type="checkbox"/>		2018 CY Report	3/19/19
<input type="checkbox"/>	No		

3. Is the applicant utilizing one of the Priority Policy Areas listed below (as defined in section VIII, subsection (3) of the NOFA)?

<input checked="" type="checkbox"/>	*Yes	*If the applicant is proposing only Priority Policy Areas, <u>do not fill out Attachment 2</u> . However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.					
		Rezone to permit by-right	Objective design and development standards	Specific Plans or form based codes coupled with CEQA streamlining	Accessory Dwelling Units or other low-cost building strategies	Expedited processing	Housing related infrastructure financing and fee reduction strategies
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	No	If an applicant is not proposing Priority Policy Areas, the application must include an explanation and document the plans or processes' nexus and impact on accelerating housing production based on a reasonable and verifiable methodology and must submit Attachment 2 in the Application pursuant to section VIII, subsection (3) of the NOFA.					
<input checked="" type="checkbox"/>	The applicant is proposing PPAs and other activities not considered PPAs and is demonstrating how these activities have a nexus to accelerating housing production by submitting Attachment 2.						

4. Does the applicant demonstrate that the locality is consistent with State Planning or Other Priorities, as certified in Attachment 1?

Yes	<input checked="" type="checkbox"/>	*No	<input type="checkbox"/>
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***If No**, consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years, as certified in Attachment 1.

5. Is a completed and signed resolution included with the application package?
See Attachment 3, "Sample Resolution"

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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SB 2 Planning Grants Application

D. Proposed Activities Checklist (Section VI, items (1) through (17) of the NOFA)

Check all activities the locality is undertaking for their PGP efforts below. Activities must match **Section E. Project Description**, and **Section F. Timeline and Budget**.

1	<input checked="" type="checkbox"/>	updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans
2	<input checked="" type="checkbox"/>	updates to zoning ordinances
3	<input type="checkbox"/>	environmental analyses that eliminate the need for project-specific review
4	<input checked="" type="checkbox"/>	local process improvements that improve and expedite local planning
5	<input type="checkbox"/>	a smaller geography with a significant impact on housing production including an overlay district, project level specific plan or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
6	<input type="checkbox"/>	the creation or enhancement of a housing sustainability district pursuant to AB 73 (Chapter 371, Statutes of 2017)
7	<input type="checkbox"/>	workforce housing opportunity zone pursuant to SB 540 (Chapter 369, Statutes of 2017)
8	<input type="checkbox"/>	zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
9	<input type="checkbox"/>	zoning incentives for housing for persons with special needs, including persons with developmental disabilities
10	<input type="checkbox"/>	rezoning to meet requirements pursuant to Government Code Section 65583.2(c) and other rezoning efforts to facilitate supply and affordability
11	<input type="checkbox"/>	rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps)
12	<input checked="" type="checkbox"/>	pre-approved architectural and site plans
13	<input type="checkbox"/>	regional housing trust fund plans
14	<input type="checkbox"/>	funding plans for SB 2 Year 2 going forward
15	<input type="checkbox"/>	infrastructure financing plans
16	<input type="checkbox"/>	environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary and part of a proposed activity with a nexus to accelerating housing production
17	<input checked="" type="checkbox"/>	Other activities demonstrating a nexus to accelerating housing production

SB 2 Planning Grants Application

E. Project Description

*Provide a description of the project and the scope of work to be performed below. Use Appendix A for additional information if necessary. **Note:** If partnering with another local government or entity, be sure to clarify the responsibilities and deliverables of your locality pursuant to such partnership.*

I. Update parking standards (PPA, Obj Standards) - \$45K

Update the zoning code to standardize and provide objective parking standards that appropriately address the contemporary needs of multi-family, accessory dwelling units, and other residential product types. Additionally, remove the current public hearing review requirements to streamline the development process. The City estimates such changes will reduce the entitlement processing time by 3-6 months.

II. Implement administrative approval process (PPA, Exped Process) - \$25K

Update the zoning code to implement an administrative approval process in place of an outdated discretionary review process for many types of new development in specific areas of the city currently governed by Precise Development review requirements. The administrative approval process will provide a more cost-effective and time effective approval path for new and creative housing, and lead to an estimated reduction in entitlement processing time by 3-6 months.

III. Design guidance for accessory dwelling units (PPA, ADUs) - \$30K

Prepare a design guideline tool for ADUs, including easy-to-follow development standards and possibly programmed construction plans that could be pre-approved and "shelf-ready" for construction permit approval. The City estimates such design guidance would streamline and encourage the development of ADUs, reducing entitlement processing time by 3-6 months.

IV. Affordable housing implementation guide (PPA, Exped Process) - \$25K

Prepare a guide that includes simple and clear language for staff and the development community regarding the entitlement and construction of affordable housing. The guide would include best practices and organizational updates for staff on managing the existing affordable inventory, helping to attract new construction and to preserve existing affordable units. The guide would also assist residential developers through easy to follow and graphically-illustrated instructions on submittal needs and process from the preliminary application stage to the construction permit stage. The City estimates such changes will reduce the entitlement processing time by 3-6 months.

SB 2 Planning Grants Application

F. Project Timeline and Budget

Project Goal(s)	Zoning Code Amendment to Update Parking Standards						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Update parking standards	Applicant	\$ 45,000	3/1/20	2/16/21	Parking Standards Update	Yes	See attachment for more details.
Implement administrative approval process	Applicant	\$ 25,000	5/4/20	11/17/20	Remove Precise Development	No	See attachment for more details.
Design guidance for ADUs	Applicant	\$ 30,000	2/1/21	8/17/21	Guideline and Standards for ADUs	Yes	See attachment for more details.
Affordable housing implementation	Applicant	\$25,000	9/6/21	9/7/21	Affordable Housing Implementation Guide	Yes	See attachment for more details.
General Plan Housing Element Update	Applicant	\$ 75,000	9/23/19	3/21/21	Housing Element Update	No	See attachment for more details.
	Applicant					N/A	
	Applicant					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
		Total Est. Cost \$	200000				

*Priority Policy Area (PPA)

SB 2 Planning Grants Application

G. Legislative Information

District	#	Legislator Name
Federal Congressional District	39	Representative Gilbert Ray Cisneros Jr.
State Assembly District	55	Assembly Member Phillip Chen
State Senate District	29	Senator Ling Ling Chang

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 1 of 3)

Pursuant to Section 201(d) of the Guidelines, all applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by certifying that at least one activity was completed in 1) State Planning Priorities (i.e., Infill and Equity, Resource Protection, Efficient Development Patterns) or 2) Other Planning Priorities (i.e., Affordability, Conservation, or Climate Change). Consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years.

Complete the following self-certification by selecting one or more of the policy areas in the following tables by inserting the date completed for each applicable action, briefly describing the action taken, and certifying.

State Planning Priorities

Date Completed	Brief Description of the Action Taken
Promote Infill and Equity	
<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>	
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
11/1/17	Awarded Caltrans Sustainable Communities Grant for Active Transportation Plan in the Central City Core Plan, which will include goals for increased housing production.
<i>Other (describe how this meets subarea objective)</i>	
Promote Resource Protection	
<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>	
1/1/14	Continued funding and participation in HOSEC, the Hillside, Open Space, Education Coalition of cities in northern Orange County.
<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>	
<i>Other (describe how this meets subarea objective)</i>	
1/1/14	Assisted with promotion and support efforts for State Park funding and related ballot measures--various years, Chino Hills St Park being within Brea corp limits and SOI.
Encourage Efficient Development Patterns	
<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>	
<i>(1) Uses land efficiently.</i>	
1/1/14	Multi-year entitled and developed the La Floresta and Central Park master-planned communities which include mixed-use development and higher density housing products.

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 2 of 3)

<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>	
<i>(3) Is located in an area appropriately planned for growth.</i>	
<i>(4) Is served by adequate transportation and other essential utilities and services.</i>	
<i>(5) Minimizes ongoing costs to taxpayers.</i>	
<i>Other (describe how this meets subarea objective)</i>	

Other Planning Priorities

Affordability and Housing Choices	
<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>	
<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>	
<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>	
1/1/18	Entitled and implemented the Hines Brea Place mixed use project which incorporates high-density multi-family residential housing.
<i>Utilizing surplus lands to promote affordable housing choices.</i>	
<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>	
<i>Other (describe how this meets subarea objective)</i>	

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 3 of 3)

Conservation of Existing Affordable Housing Stock	
<i>Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.</i>	
<i>Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Climate Adaptation	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
<i>Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).</i>	
1/1/18	Completed the Brea Envisions Community Strategic Plan, which includes specific initiatives to use natural resources in adaptive and sustainable ways.
<i>Other (describe how this meets subarea objective)</i>	

State and Other Planning Priorities Certification

I certify under penalty of perjury that all of the information contained in this PGP State Planning and Other Planning Priorities certification form (pages 9, 10, and 11 of this application) is true and correct.

Certifying Officials Name: William Gallardo Jr.

Certifying Official's Title: City Manager

Certifying Official's Signature: 

Certification Date: 10/24/19

SB 2 Planning Grants Application

Attachment 2: Application Nexus to Accelerating Housing Production

Fill out Attachment 2 only if the applicant answered "No" to item 3 in Section C or is utilizing Policy Priority Areas AND other activities not designated as such. Applicants answering "Yes" to question 3 in Section C and utilizing ONLY Priority Policy Areas are automatically deemed to demonstrate a nexus to accelerating housing production, and do not need to complete this form.

Pursuant to section VIII, subsection (4) of the NOFA, applicants shall demonstrate how the application includes a nexus to accelerating housing production. Please complete the following chart by providing information about the current conditions and expected outcomes with respect to the planned activity and housing production. Please attach documentation as necessary and see the NOFA for additional details.

Quantify how the activity accelerates production below, and use Appendix B to explain the activity and its nexus to accelerating housing production.

Type (Select at least one)	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)				
Development cost (e.g., land, fees, financing, construction costs per unit)				
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)	12 months	6-9 months	3-6 months less	Time savings likely greater for less complex projects.
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development				
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)				

***Baseline – Current conditions in the jurisdiction**

(e.g. 6-month development application review, or existing number of units in a planning area)

****Projected – Expected conditions in the jurisdiction because of the planning grant actions**

(e.g. 2-month development application review)

*****Difference – Potential change resulting from the planning grant actions**

(e.g., 4-month acceleration in permitting, creating a more expedient development process)

SB 2 Planning Grants Application

Attachment 3: Sample Resolution

RESOLUTION NO. 2019-XX
A RESOLUTION OF THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF
_____[CITY, COUNTY NAME]____
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 29, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the [City Council/County Board of Supervisors] of _____ (City/County) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF _____
RESOLVES AS FOLLOWS:

SECTION 1. The [City Council/County Board of Supervisors] is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application released March 28, 2019 in the amount of \$ _____.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the [insert designee title, e.g. City Manager, Executive Office, etc] is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$ _____, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the [City/County's] obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The [City/County] shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The [City Council/County Board of Supervisors] hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The [insert the title of City Council/County Board of Supervisors Executive or designee] is authorized to execute the [City/County] of _____ Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the [City/County] as required by the Department for receipt of the PGP Grant.

ADOPTED _____, 2019, by the [City/County] Board of Supervisors of the County of _____
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

County Executive

ATTEST: APPROVED AS TO FORM:

County Clerk County Attorney

SB 2 Planning Grants Application

Appendix A

Use this area for additional information if necessary.

V. General Plan Housing Element Update (non-PPA) - \$75K

The City of Brea is preparing to update its current Housing Element for the 2021-2029 planning period, as mandated by state law. The Housing Element update provides a timely and extensive process by which Brea can collectively and comprehensively plan for the development of housing on specific sites throughout the entirety of the City. This process and the resulting documentation will expedite future processing, identify and zone-specific housing sites, and remove uncertainty and risk for property owners and developers, thereby expanding capacity and leading to greater housing production.

The Housing Element update will identify strategies and approaches and programs to meet the housing needs of the Brea community. The City will take a detailed approach to outreach and issues concerning:

- Availability of Land
- Preservation of existing, viable, housing stock
- Identifying fee incentives for reduced costs to achieve housing goals
- Furthering Brea's balance of jobs and housing
- New and Different approaches to Affordable Housing in a Post Redevelopment era
- Leveraging technology to assist housing goals
- Infrastructure programming to assure for housing production support

Continued in Appendix B.

SB 2 Planning Grants Application

Appendix B

Use this area for additional information if necessary.

The updated Housing Element is anticipated to explore the opportunity to increase residential densities via new zoning and/or further modification of existing zoning (e.g. reduction of lot coverage within the Mixed Use districts). Currently, outside our Mixed Use districts, the City's highest density residential district provides for up to 25 units per acre. Given changes in housing demographics and trends the time is now to explore additional zoning districts which can raise this density and address housing needs. Such consideration is consistent with recent community outreach efforts and goals from our residents and businesses to achieve alternative housing solutions in town. Additionally, densities within the 30-50 unit per acre range will more readily provide a platform for affordability, allowing private investment to achieve housing goals which can more readily address City, regional, and State goals for affordability. Together with density consideration the City plans to have the Housing Element include programs for modifying development standards to assist in achieving housing goals for unit production. Brea's residential parking codes along with setbacks, lot coverage, open space, and other considerations need to be brought into contemporary practice to realize new and different investment in housing opportunities. Finally, as an adjunct to the Housing Element, Brea will be seeking approaches to CEQA review for housing projects which break traditional paradigms of extended or extensive processes where alternate checks and balances have been achieved to assure environmental compatibility. Efficient paths through CEQA review, if appropriately designed, can itself be an incentive to realize housing investment and this is a goal for the City.

*Budget breakdown in Appendix C.

Appendix C

F. Project Timeline and Budget

Project Goal(s)	Update parking standards (PPA, Obj Standards)						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Receive/Review Proposals	Applicant	\$ 2,000.00	3/2/20	3/13/20	Hire Consultant	Yes	
Project Initiation/Research/ Information Gathering	Applicant	\$ 25,000.00	4/13/20	7/17/20	Project Information	Yes	
Outreach	Applicant	\$ 10,000.00	5/18/20	7/24/20	Public Feedback	Yes	
Planning Commission Study Session	Applicant	\$ 2,000.00	8/25/20	8/25/20	Introduction to new Parking Standards	Yes	
Planning Commission Public Hearing	Applicant	\$ 2,000.00	9/22/20	9/22/20	Hearing	Yes	
City Council Study Session	Applicant	\$ 2,000.00	1/19/21	1/19/21	Introduction to new Parking Standards	Yes	
City Council Public Hearing & Adoption	Applicant	\$ 2,000.00	2/16/21	2/16/21	Hearing and Adoption	Yes	
		\$ 45,000.00					

**Priority Policy Area (PPA)*

Project Goal(s)	Implement administrative approval process (PPA, Exped Process)						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Receive/Review Proposals	Applicant	\$ 2,000.00	5/4/20	5/15/20	Hire Consultant	Yes	
Project Initiation/Research/ Information Gathering	Applicant	\$ 14,000.00	6/15/20	7/17/20	Project Information	Yes	
Outreach	Applicant	\$ 5,000.00	6/15/20	7/17/20	Public Feedback	Yes	
Planning Commission Study Session	Applicant	\$ 1,000.00	8/25/20	8/25/20	Introduction to Zoning Code Amendment	Yes	
Planning Commission Public Hearing	Applicant	\$ 1,000.00	9/22/20	9/22/20	Hearing	Yes	
City Council Study Session	Applicant	\$ 1,000.00	11/3/20	11/3/20	Introduction to Zoning Code Amendment	Yes	
City Council Public Hearing & Adoption	Applicant	\$ 1,000.00	11/17/20	11/17/20	Hearing and Adoption	Yes	
		\$ 25,000.00					

**Priority Policy Area (PPA)*

Appendix C

Project Goal(s)	Design guidance for accessory dwelling units (PPA, ADUs)						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Receive/Review Proposals	Applicant	\$ 1,000.00	2/1/21	2/12/21	Hire Consultant	Yes	
Project Initiation/Research/ Information Gathering	Applicant	\$ 20,000.00	3/8/21	5/14/21	Project Information	Yes	
Outreach	Applicant	\$ 5,000.00	4/12/21	5/14/21	Public Feedback	Yes	
Planning Commission Study Session	Applicant	\$ 1,000.00	6/22/21	6/22/21	Introduction to ADU Guidelines	Yes	
Planning Commission Public Hearing	Applicant	\$ 1,000.00	7/27/21	7/27/21	Hearing	Yes	
City Council Study Session	Applicant	\$ 1,000.00	8/3/21	8/3/21	Introduction to ADU Guidelines	Yes	
City Council Public Hearing & Adoption	Applicant	\$ 1,000.00	8/17/21	8/17/21	Hearing and Adoption	Yes	
		\$ 30,000.00					

*Priority Policy Area (PPA)

Project Goal(s)	Affordable housing implementation guide (PPA, Exped Process)						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Receive/Review Proposals	Applicant	\$ 1,000.00	9/6/21	9/17/21	Hire Consultant	Yes	
Project Initiation/Research/ Information Gathering	Applicant	\$ 15,000.00	10/18/21	12/17/21	Project Information	Yes	
Outreach	Applicant	\$ 5,000.00	10/18/21	12/17/21	Public Feedback	Yes	
Planning Commission Study Session	Applicant	\$ 1,000.00	1/25/22	1/25/22	Introduction to Housing Implementation Guide	Yes	
Planning Commission Public Hearing	Applicant	\$ 1,000.00	2/22/22	2/22/22	Hearing	Yes	
City Council Study Session	Applicant	\$ 1,000.00	3/1/22	3/1/22	Introduction to Housing Implementation Guide	Yes	
City Council Public Hearing & Adoption	Applicant	\$ 1,000.00	3/15/22	3/15/22	Hearing and Adoption	Yes	
		\$ 25,000.00					

*Priority Policy Area (PPA)

Appendix C

Project Goal(s)	General Plan Housing Element Update						
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Element Introduction	Applicant	\$ 600.00	9/23/19	9/23/19	Housing Element draft	No	
Review of Existing Housing Element	Applicant	\$ 3,400.00	9/23/19	9/27/19	Proposed revisions	No	
Site Availability/Housing Resources/Housing Plan	Applicant	\$ 22,000.00	9/30/19	11/29/19	Available sites	No	
Housing Needs Assessment/RHNA	Applicant	\$ 10,000.00	2/3/20	3/27/20	RHNA Numbers	No	
Public Outreach/Community & Stakeholder Workshops	Applicant	\$ 9,000.00	3/16/20	6/26/20	Public Feedback	No	
City Council & Planning Commission Study Sessions	Applicant	\$ 1,000.00	9/7/20	10/16/20	Introduction to Housing Element Update	No	
Draft Housing Element/HCD Review	Applicant	\$ 11,000.00	11/2/20	12/18/20	Draft Housing Element	No	
CEQA Compliance	Applicant	\$ 14,000.00	11/9/20	1/22/21	CEQA Compliance	No	
City Council & Planning Commission Public Hearings	Applicant	\$ 1,800.00	1/25/21	3/16/21	Hearings and Adoption	No	
Final Housing Element/Submittal to HCD	Applicant	\$ 2,200.00	3/17/21	3/21/21	Final Housing Element	No	
		\$ 75,000.00					

*Priority Policy Area (PPA)

*Priority Policy Area (PPA)

RESOLUTION NO. 2019-058

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA
AUTHORIZING THE CITY MANAGER SUBMITTAL OF APPLICATION,
AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS AND
EXECUTION OF THE AGREEMENTS WITH CONSULTANTS TO CARRY
OUT THE PROGRAMS APPROVED FROM THIS GRANT, AND AMEND
THE FISCAL YEAR 2019-2020 COMMUNITY DEVELOPMENT
DEPARTMENT BUDGET BY THE GRANT AWARD AMOUNT**

A. RECITALS:

(i) WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated **March 28, 2019**, for its Planning Grants Program (PGP); and

(ii) WHEREAS, the City Council of the City of Brea desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

(iii) WHEREAS, the Department is authorized to provide up to **\$123 million** under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

B. RESOLUTION:

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

1. The City Council is hereby authorized and directed to apply for and submit

RESO NO. 2019-058
October 1, 2019

to the Department the 2019 Planning Grants Program application in the amount of \$160,000.

2. In connection with the PGP grant, if the application is approved by the Department, the City Manager of the City of Brea is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

3. The City shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

4. The City Manager of the City of Brea is authorized to execute the City of Brea Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City as required by the Department for receipt of the PGP Grant.

5. The City Manager of the City of Brea is authorized to execute subsequent Professional Services Agreements with consultant(s) to carry out the programs approved from this grant in an aggregate amount not-to-exceed \$160,000.

6. The Community Development Department's revenue and expenditure budget for Fiscal Year 2019-2020 be amended by the amount awarded in the next quarterly budget adjustments.

APPROVED AND ADOPTED this 1st day of October, 2019.



Christine Marick, Mayor

ATTEST:



Lillian Harris-Neal, City Clerk



RESO NO. 2019-058
October 1, 2019

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 1st day of October, 2019, by the following vote:


AYES: COUNCIL MEMBERS: Marick, Simonoff, Hupp, Parker, Vargas

NOES: COUNCIL MEMBERS: None.

ABSENT: COUNCIL MEMBERS: None.

ABSTAINED: COUNCIL MEMBERS: None.

Dated: 10/3/19


Lillian Harris-Neal, City Clerk



RESO NO. 2019-058
October 1, 2019

The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name	CITY OF BREA		
Remit-To Address (Street or PO Box)	1 CIVIC CENTER CIRCLE		
City	BREA	State	CA Zip Code+4 92821-5732
Government Type:	<input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Special District <input type="checkbox"/> Federal <input type="checkbox"/> Other (Specify) _____		Federal Employer Identification Number (FEIN) 95-6000681

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	BREA POLICE DEPT	Complete Address	1 CIVIC CENTER CIRCLE BREA, CA 92821-5732
Dept/Division/Unit Name	BREA FIRE DEPT	Complete Address	1 CIVIC CENTER CIRCLE BREA, CA 92821-5732
Dept/Division/Unit Name	BREA PUBLIC WORKS DEPT	Complete Address	1 CIVIC CENTER CIRCLE BREA, CA 92821-5732
Dept/Division/Unit Name	BREA COMMUNITY DEVELOPMENT	Complete Address	1 CIVIC CENTER CIRCLE BREA, CA 92821-5732

Contact Person	CINDY RUSSELL	Title	ADMIN SVC DIRECTOR
Phone number	714-671-4418	E-mail address	CINDYR@CITYOFBREA.NET
Signature	Cindy Russell		Date 10/15/19

Agenda Item 9.

City of Brea

PLANNING COMMISSION COMMUNICATION

TO: Honorable Chair and Planning Commission

DATE: 09/28/2021

SUBJECT: Zoning Ordinance Text Amendment No. (ZOTA 2021-01) to amend Title 20, Chapter 20.08 of the Brea City Code regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential developments within the City of Brea.

EXECUTIVE SUMMARY

The City has initiated an amendment to Title 20 of the Brea City Code (BCC) to allow exceptions and modifications to the minimum off-street parking requirements for multi-family development. The Zoning Ordinance Text Amendment (ZOTA) aims to satisfy the purpose of Senate Bill 2 Planning Grants Program (SB PGP) to help cities and counties prepare, adopt, and implement plans and process improvements that accelerate housing production amidst the State's housing crisis. This project was funded by the SB 2 PGP, with the purpose of updating parking standards to meet the modern needs of multi-family development and remove the public hearing review requirements for off-street parking modifications.

The ZOTA herein may be referred to as the "project."

RECOMMENDATION

Staff recommends that the Planning Commission recommend the City Council take the following actions:

1. Find the project exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061 (b)(3) and;
2. Adopt Ordinance No. 2021-XXX, approving Zoning Ordinance Text Amendment No. 2021-01, to amend Title 20, Chapter 20.08 of the BCC regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential development within the city of Brea (Attachment B).

BACKGROUND/DISCUSSION

On September 29, 2017, then-Governor Jerry Brown signed the Legislative Housing Package which included 15 bills aimed at addressing California's housing shortage and high housing costs. Senate Bill 2, Atkins (SB 2), also referred to as the "Building Homes and Jobs Act," established a \$75 recording fee on real estate documents. As a one-time component of SB 2, 50 percent of the recording fees collected from all counties in 2018 were allocated to the SB PGP Fund. A total of \$123 million of the SB PGP funds were made available through non-competitive local grants intended to aid cities and counties in updating planning and zoning processes that would:

- Accelerate housing production;
- Streamline the approval of housing development;
- Facilitate housing affordability;
- Promote the development of housing; and
- Ensure geographic equity in the distribution and expenditure of allocated funds.

On December 30, 2019, the State's Department of Housing and Community Development (HCD) awarded the City \$160,000 in SB PGP grant funding, the maximum amount for a jurisdiction of Brea's size. This money was sectioned into the four projects outlined in the SB 2 PGP application as listed below:

- Update parking standards (\$45,000)
- Implement administrative approval process (\$25,000)
- Design guidance for accessory dwelling units (\$30,000)
- Affordable housing implementation guide (\$25,000)

Utilizing the PGP grant funding to update parking standards, on December 9, 2020, the City entered into a Professional Service Agreement with Linscott, Law & Greenspan, Engineers (LLG) to provide technical assistance on the project. All projects identified in the application have a deadline of February 2022. Failure to provide a deliverable with the SB 2 funds would require the City to forfeit the grant and reimburse HCD the full amount of money already utilized on the grant.

DISCUSSION

Existing Regulations

BCC Section 20.08.040 describes the minimum off-street parking requirement for multi-family developments (two (2) or more dwelling units on one building site or lot).

TABLE 1 – PARKING SPACE REQUIREMENTS FOR MULTI-FAMILY DEVELOPMENTS

Use	Minimum Parking Stalls Required
Bachelor Unit	One and one-half (1½) spaces per unit, of which one (1) space shall be located within a garage or three (3) sided carport.
One (1) bedroom units	Two (2) spaces per unit, of which one (1) space shall be located within a garage or three (3) sided carport.
Two (2) bedroom units	Two and one-half (2 ½) off-street parking spaces per dwelling unit, of which two (2) spaces must be covered for each dwelling unit, plus one-half (½) off-street parking spaces must be provided for each bedroom in excess of three (3).

Three (3) bedroom or more dwelling units	Two and one-half (2½) off-street parking spaces per dwelling unit, of which two (2) spaces must be covered for each dwelling unit, plus one-half (½) off-street parking spaces must be provided for each bedroom in excess of three (3).
All buildings or lots containing five (5) or more units	Two-tenths (0.2) guest parking space shall be provided for each dwelling unit, in addition to the required number of parking spaces stated above. A maximum of twenty-five percent (25%) of the required uncovered parking spaces may be of compact car size, provided such spaces are clearly and individually marked.

All multi-family developments shall provide minimum off-street parking in conformity with the above requirements unless otherwise modified by the provisions in Section 20.08.04, Subsection F (Exceptions or modifications to minimum off-street parking requirements). This provision allows for multi-family developments to request a reduction to the required number of minimum off-street parking spaces through a Conditional Use Permit (CUP). CUPs are subject to the Planning Commission's review and approval following a noticed public hearing. As part of the CUP submittal requirements for a parking reduction, applicants are required to prepare a Parking Demand Study to assess whether the project could be adequately parked with fewer spaces than the BCC requirement. A Parking Demand Study evaluates the parking needs of a specific development through the direct application of the BCC and/or other ratios and/or parking estimation methods and compares the parking requirements against the proposed parking supply to determine any parking surplus or deficiency. The Parking Demand Study would also provide the basis for requiring alternative parking ratios and/or methods to estimate parking demand (i.e. reduced number of off-street parking spaces based on empirical parking ratios, industry standards, and/or operation-based demand) to address any parking shortfall, and the development of a Parking Management Plan (PMP) and/or TDM (Transportation Demand Program), if necessary.

Planning Commission review and approval of a CUP is time-consuming and could prolong the approval process of a multi-family housing development by up to 6 months. If a stand-alone multi-family development meets all applicable development standards, except for parking, the project would then be required to obtain a CUP by the Planning Commission for the modification of off-street parking.

Analysis of Proposed Zone Ordinance Text Amendment (ZOTA)

The City's SB 2 grant application identified four tasks aligned with PGP objectives (Attachment F). Task #4 (previously numbered Task #1), identified updates to the zoning code to provide objective parking standards that appropriately address the modern needs of multi-family developments. Additionally, Task #4 seeks to streamline multi-family development by eliminating the public hearing requirement associated with requests for parking reductions.

Staff and LLG assessed the City's existing parking requirements for multi-family developments and evaluated recent multi-family projects, including South Brea Lofts, Brea Place, and Central Park Village. The parking analysis took the following steps to develop the recommendation for updating the BCC while meeting the purpose of the grant:

- Compare the BCC parking ratios for multi-family residential to those of other cities [Fullerton, La Habra, Yorba Linda, Anaheim, Buena Park, Cypress, Garden Grove, Los Alamitos, Orange, Placentia, Stanton, Tustin, Villa Park], and industry standards

developed by the Institute of Transportation Engineers (ITE) and Urban Land Institute (ULI);

- Compare the BCC parking ratios for multi-family residential to other cities' [Long Beach, San Diego, Santa Monica, Los Angeles, Sacramento] parking ratios for mixed-use/downtown, and Transit-Oriented Development (TOD settings);
- Provide empirical parking ratios derived from existing multi-family developments in other cities [Costa Mesa, Irvine, Orange, Fullerton, Santa Ana, Monrovia, Pasadena, Mission Viejo, Laguna Niguel, Santa Ana], and industry references (ITE, ULI, Parking Reform Made Easy by Richard W. Willson)

Based on the findings in the parking analysis, BCC parking ratios for multi-family residential uses should be maintained, but flexibility should be provided in allowing the application of alternative methods in estimating the modern needs of multi-family development to account for the following:

- If applicable, the shared parking needs in the case of multi-family residential components of a mixed-use development.
- Multi-family residential development located in low Vehicle Miles Traveled areas and/or High-Quality Transit Areas that public transit connections and/or pedestrian and bicycle amenities support Active Transportation and Complete Streets.
- Modern and unique parking and trip-making characteristics and proposed operations and management of parking supply, that may not be well represented in the current BCC.

This process is recommended to be formalized and further define a more flexible approach to estimating parking requirements through the submittal of a Parking Demand Study with a streamline process achieved by removing the requirement for a CUP subject to Planning Commission review, and instead allow the Community Development Director to review the Parking Demand Study.

The proposed ZOTA to provide a Parking Demand Study falls in line with the purpose of the grant and provides parking relief in the City's review and approval process to accelerate housing production.

Consistency with the General Plan

This ZOTA would be consistent with two new policies and programs of the proposed 6th Cycle (2022-2029) of the Housing Element listed below:

- **Policy 4.3** (Objective Development Standards): Establish objective development standards to create greater certainty for developers and streamline the development review and permitting process.
- **Program 14** (Update Parking Standards): Implement parking standards that address the contemporary needs of mixed-use, multi-family, and other residential product types.

Recommended Zoning Ordinance Text Amendment (ZOTA)

Based on the finding from the LLG parking analysis, the ZOTA would replace the language in Subsection F and add a new subsection, Subsection G, Parking requirements not specified. The new language in Subsection F would require the submittal of a Parking Demand Study (and Parking Management Plan (PMP) and/or Transit-Oriented Development (TOD), if required) and would address the goals of the grant, the General Plan and the 6th

Cycle of the Housing Element. The language in Section F(b) would be relocated to a new subsection, Subsection G. The following text amendments to Section F and Section G of the City of Brea City Code Title § 20.08.040 Off-Street Parking and Loading are proposed, as follows:

OLD LANGUAGE: ~~Struck-Out~~

NEW LANGUAGE: **Bolded & Underlined**

~~F. Exceptions or modifications to off-street parking requirements. The provisions of this section are intended to meet the minimum design needs for off-street parking under most conditions. Where, because of the use involved or other relevant circumstances, the requirements of this section are considered to be excessive, exceptions and modifications to these provisions may be approved in accordance with the following procedure provided such exceptions and modifications are consistent with the purpose and intent of this section:~~

~~1. Any property owner, his or her authorized agent or the city may apply for exceptions to, or modifications of, the off-street parking regulations.~~

~~2. a. Exceptions to, or modifications of the off-street parking requirements as they relate to shared parking and/or the location of off-street parking may be permitted subject to the approval of a conditional use permit application in accordance with the provisions of § 20.408.030 of this title.~~

~~b. If parking space requirements for any specific use are not contained herein, the Planning Commission, upon recommendation of the city staff, shall determine the parking requirements for said use. There shall be no application fee for this procedure.~~

An exception to or modification of the off-street parking requirements of this section may be granted to avoid circumstances where they might be excessive due to the use involved or other relevant circumstances, but only if such exemption or modification is consistent with the intent and purpose of this section.

- 1. Exceptions or modifications for multi-family developments require approval of a minor modification in accordance with the provisions of § 20.408.020 of this title. Pursuant to § 20.408.020.B.2., such requests shall be subject to the review and approval of the Directory of Community Development.**
- 2. Exceptions or modifications for all projects that are not multi-family developments require approval of a conditional use permit in accordance with the provisions of § 20.408.030 of this title.**
- 3. All requests for an exception or modification must be accompanied by a Parking Demand Study prepared by a licensed professional that demonstrates approval of the exception or modification will not result in insufficient or inadequate parking and meets the following requirements:**
 - a. The Parking Demand Study must at a minimum include: (1) the otherwise applicable parking requirements under § 20.08.040 of this title; (2) any otherwise applicable parking requirements under any entitlement, zoning requirement, or other approval previously approved by the City; (3) a comparative analysis of parking on the site with and without the requested exception or modification; and (4) a Parking Management Plan and/or Transportation Demand Management program, if deemed necessary by the Director of Community Development.**

- b. A Parking Demand Study for a multi-family development may utilize the Urban Land Institute's Shared Parking methodology or any other reasonably similar methodology shown to be applicable if the project: (1) is either part of a mixed-use development or located in a mixed-use setting conducive to shared parking; and (2) incorporates both features that promote active transportation (e.g., walking and cycling) and convenient access to public transit."

G. Parking requirements not specified. In the event this section does not specify any parking space requirement for any specific use otherwise allowed under this title, the Planning Commission, upon recommendation of the city staff, shall determine the parking requirements for said use. There shall be no application fee for this procedure."

CONCLUSION

Staff is in support of the ZOTA based on the analysis in conjunction with the SB 2 grant objectives to facilitate the production of multi-family housing development. The new process would be tailored to the project and an assessment of the actual needs for parking of each specific development would provide adequate parking with the support of the Parking Demand Study.

ENVIRONMENTAL ASSESSMENT

The proposed project is exempt from the requirement of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3). This exemption only applies to projects which have the potential for causing a significant effect on the environment. This project would only modify certain zoning procedures and does not approve any developments. It can be seen with certainty that there is no possibility that the proposed ZOTA would have a significant effect on the environment, therefore, the activity is not subject to CEQA. Any future physical multi-family developments would be subject to CEQA review.

RESPECTFULLY SUBMITTED

Jason Killebrew, City Planner

Prepared by: Cecilia Madrigal-Gonzalez, Assistant Planner

Attachments

- A. Draft Resolution No. 2021-XXX
 - B. Draft Ordinance
 - C. Linscott Law & Greenspan Parking Analysis
 - D. City Council Resolution 2019-058
 - E. Notice of Public Hearing
 - F. Parking Grant Program Objectives
-

RESOLUTION NO. PC 2021-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BREA RECOMMENDING THAT THE CITY COUNCIL ADOPT ZONING ORDINANCE TEXT AMENDMENT NO. ZOTA 2021-01, REGARDING EXEMPTIONS AND MODIFICATIONS TO OFF-STREET PARKING REQUIREMENTS

THE PLANNING COMMISSION HEREBY FINDS, DETERMINES, AND RESOLVES AS FOLLOWS:

1. On September 28, 2021, the Planning Commission of the City of Brea held a duly noticed public hearing on Zoning Text Amendment No. ZOTA 2021-01, which would amend Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code.

2. Based on substantial evidence in the record of its public hearing on ZOTA 2021-01, the Planning Commission finds:

a. Approval of ZOTA 2021-01 is consistent with the City's General Plan. In particular, this ZOTA 2021-01 meets Housing Element Policy 4.2 by providing additional flexibility in parking requirements for housing, such as transit-oriented development, mixed use, and live/work housing to ensure they do not constrain housing development.

b. ZOTA 2021-01 is exempt from the requirements of the California Environmental Quality Act (CEQA) under 14 C.C.R. § 15061(b)(3) because it only modifies certain zoning procedures and does not approve any particular project or development. It can therefore be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

3. The Planning Commission hereby recommends that the City Council of the City of Brea adopt Zoning Ordinance Text Amendment No. ZOTA 2021-01, as shown in Exhibit A attached hereto.

4. The Secretary of this Commission shall certify to the adoption of this Resolution; and forthwith transmit a copy of said Resolution to the City Clerk of the City of Brea.

APPROVED AND ADOPTED this 28th day of September, 2021.

Chair, Planning Commission

I, Jason Killebrew, Secretary to the Planning Commission of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Brea held on the 28th day of September, 2021 by the following votes:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

DATED: _____

ATTEST: _____
Secretary, Planning Commission

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY OF BREA ADOPTING ZONING
ORDINANCE TEXT AMENDMENT NO. ZOTA 2021-01, REGARDING
EXEMPTIONS AND MODIFICATIONS TO OFF-STREET PARKING
REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF BREA DOES ORDAIN AS FOLLOWS:

A. RECITALS.

(i) On September 28, 2021, the Planning Commission of the City of Brea held a duly noticed public hearing on this Ordinance, after which it recommended adoption of the Ordinance.

(ii) On _____, 2021, the City Council held a duly noticed public hearing, on this Ordinance.

B. ORDINANCE.

SECTION 1. Finding. The facts set forth in the Recitals, Part A, of this Ordinance are true and correct.

SECTION 2. General Plan. Adoption of this Ordinance is consistent with the City's General Plan. In particular, this Ordinance meets Housing Element Policy 4.2 by providing additional flexibility in parking requirements for housing, such as transit-oriented development, mixed use, and live/work housing to ensure they do not constrain housing development

SECTION 3. CEQA. The City Council finds and determines that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) under 14 C.C.R. § 15061(b)(3) because this Ordinance only modifies certain zoning procedures and does not approve any particular project or development. It can therefore be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

SECTION 4. Code Amendment. Subsection “F” of Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“F. *Exceptions or modifications to off-street parking requirements.* An exception to or modification of the off-street parking requirements of this section may be granted to avoid circumstances where they might be excessive due to the use involved or other relevant circumstances, but only if such exemption or modification is consistent with the intent and purpose of this section.

1. Exceptions or modifications for multi-family developments require approval of a minor modification in accordance with the provisions of § 20.408.020 of this title. Pursuant to § 20.408.020.B.2., such requests shall be subject to the review and approval of the Directory of Community Development.

2. Exceptions or modifications for all projects that are not multi-family developments require approval of a conditional use permit in accordance with the provisions of § 20.408.030 of this title.

3. All requests for an exception or modification must be accompanied by a Parking Demand Study prepared by a licensed professional that demonstrates approval of the exception or modification will not result in insufficient or inadequate parking and meets the following requirements:

a. The Parking Demand Study must at a minimum include: (1) the otherwise applicable parking requirements under § 20.08.040 of this title; (2) any otherwise applicable parking requirements under any entitlement, zoning requirement, or other approval previously approved by the City; (3) a comparative analysis of parking on the site with

and without the requested exception or modification; and (4) a Parking Management Plan and/or Transportation Demand Management program, if deemed necessary by the Director of Community Development.

b. A Parking Demand Study for a multi-family development may utilize the Urban Land Institute's Shared Parking methodology or any other reasonably similar methodology shown to be applicable if the project: (1) is either part of a mixed-use development or located in a mixed-use setting conducive to shared parking; and (2) incorporates both features that promote active transportation (e.g., walking and cycling) and convenient access to public transit."

SECTION 5. Code Amendment. A new subsection "G" is hereby added to Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code to read as follows:

"G. *Parking requirements not specified.* In the event this section does not specify any parking space requirement for any specific use otherwise allowed under this title, the Planning Commission, upon recommendation of the city staff, shall determine the parking requirements for said use. There shall be no application fee for this procedure."

SECTION 6. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 7. Certification. The City Clerk shall certify to the adoption of this Ordinance.

APPROVED AND ADOPTED this _____ day of _____, 2021.

Mayor

ATTEST:

City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Brea, held on the ____ day of _____, 2021, and was finally passed at a regular meeting of the City Council of the City of Brea on the _____ day of _____, 2021, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: _____

City Clerk

August 27, 2021

Ms. Cecilia Madrigal-Gonzalez
Community Development Dept./Planning Division
City of Brea
1 Civic Center Circle
Brea, California 92821

LLG Reference No. 2.21.4380.1

Subject: **Parking Analysis for the SB2 Planning Grants Program (PGP) and Local Early Action Planning (LEAP) Grants Program Implementation: Parking Standards Update**
Brea, California

Engineers & Planners
Traffic
Transportation
Parking

Linscott, Law & Greenspan, Engineers
2 Executive Circle
Suite 250
Irvine, CA 92614
949.825.6175 T
949.825.6173 F
www.llgengineers.com

Pasadena
Irvine
San Diego
Woodland Hills

Dear Ms. Madrigal-Gonzales:

As requested, Linscott, Law, & Greenspan, Engineers (LLG) is pleased to submit this Parking Analysis for the SB2 Planning Grants Program (PGP) and Local Early Action Planning (LEAP) Grants Program Implementation: Parking Standards Update (hereinafter referred to as “Project”). This letter report presents key findings in support of proposed City Code text amendments to **Section F** of the **City of Brea Municipal Code Title § 20.08.040 Off-Street Parking and Loading** in addressing and meeting the purposes of the grants, and to provide parking relief in the City’s review and approval process to incentivize multi-family development in the City.

1.0 BACKGROUND

1.1 GRANT INFORMATION

This Project corresponds to “Project IV” of the various scope elements addressing two grants awarded to the City by the California Department of Housing and Community Development (State) for the purposes of accelerating housing production by streamlining the approval process and promoting residential development consistent with the State’s planning priorities.

1.2 STUDY PURPOSE AND OBJECTIVES

A comprehensive approach to analyze and update multi-family residential parking standards in the City is needed in order to:

Philip M. Linscott, PE (1924-2000)
Jack M. Greenspan, PE (Ret.)
William A. Law, PE (Ret.)
Paul W. Wilkinson, PE
John P. Keating, PE
David S. Shender, PE
John A. Boorman, PE
Clare M. Look-Jaeger, PE
Richard E. Barretto, PE
Keil D. Maberry, PE

- Promote and incentivize multi-family residential development in the City in response to the purposes of the grants, and consistent with the goals and policies of the General Plan's Housing Element
- Provide a Citywide, holistic approach for right-sizing parking requirements such that parking supply provided for new multi-family developments are neither excessive nor inadequate
- Formalize and further define in the current City Code a more streamlined entitlement process for multi-family residential projects
- Be responsive to changing markets, demographics, car ownership patterns, mobility/travel mode choices, and emerging technologies that affect contemporary parking needs
- Recognize that individual multi-family residential projects and local settings may have unique parking and tripmaking characteristics that may not be well represented in the current City Code
- Provide flexibility for multi-family developments to use well-documented and long-established procedures and best practices in the urban planning field for estimating parking requirements
- Create balance among all users (vehicles, bicycles, pedestrians, public transit) in the use of space (land) as a finite resource by right-sizing parking supply
- Support the City's goals relating to Active Transportation, Complete Streets, and SB 743

2.0 ANALYSIS

In order to develop recommendations for updating City Code as it relates to multi-family developments, to address the purposes of the grants, and meet the study objectives described above, the following steps were undertaken in this study:

- Compare Brea's City Code parking ratios for multi-family residential to those of other cities, and industry standards developed by the Institute of Transportation Engineers (ITE) and Urban Land Institute (ULI)
- Compare Brea's City Code parking ratios for multi-family residential to other cities' parking ratios for mixed-use/downtown, and Transit Oriented Development (TOD settings)
- Provide empirical parking ratios derived from existing multi-family developments, and industry references (ITE, ULI, *Parking Reform Made Easy* by Richard W. Willson)

2.1 CITY CODE COMPARISON TO OTHER CITIES

The first step taken in analyzing the current City Code parking ratios for multi-family residential was to compare them against those of other cities. **Table 1** presents a summary of the various code ratios for cities adjoining Brea, and other cities located near Brea in Orange County. **Table 2** applies the resident and residential guest code ratios for each respective city presuming a sample multi-family residential project with a total of 200 dwelling units (50 studios, 50 one-bedroom units, 50 two-bedroom units, 50 three-bedroom units).

As the bottom rows of **Table 2** indicate, code ratios for multi-family developments of cities near Brea are 6% to 30% greater than Brea's City Code ratios, with the exception of Cypress, Orange, and Villa Park that have code ratios that are 5% to 7% less than Brea's.

The average "blended ratio" (accounting for resident and residential guest requirements) for the 13 comparable cities reported on **Table 2** is 2.39 spaces per unit. Although Brea's blended ratio of 2.14 spaces per unit is slightly lower than the average for other cities, it is generally within the range of other city codes, and is greater than industry standards published by the Institute of Transportation Engineers (ITE) and Urban Land Institute (ULI), as follows:

ITE *Parking Generation*, 5th Edition (Jan 2019) (spaces per unit):

- Low-Rise Apartment: 1.21 average; 1.52 85th percentile
- Mid-Rise Apartment: 1.31 average; 1.47 85th percentile
- High-Rise Apartment: 0.98 average; 1.19 85th percentile

ULI *Shared Parking*, 3rd Edition (Feb 2020):

- Residential (Rental): 1.65 spaces per unit

Comparing Brea's City Code to those of other cities and to industry standards from national publications by ITE and ULI is a good starting point in this analysis, but consistency with those other sources should not be the only basis for establishing a holistic approach in estimating multi-family parking needs with local characteristics in Brea.

Furthermore, individual multi-family residential projects and local settings may have unique parking and tripmaking characteristics that may not be well represented in typical city code requirements. There are increasing concerns over city code parking ratios and parking minimums being outdated, causing multi-family developments to have either inadequate or excessive supply, and that the "one-size-fits-all" approach to estimating parking requirements inherent in all city parking codes may not reflect actual, more current and realistic parking needs, operations, and management.

There is also the issue of “perceived” versus “actual” parking deficiencies. Perceived inadequacies in parking standards are often related to older multi-family developments not built to code standards instead of newer market-rate housing projects built to current code. This underscores the importance of keeping parking standards current, and which “right size” required supply by being responsive to changing markets, demographics, car ownership patterns, mobility/travel mode choices, and new technologies.

Notwithstanding the requirements of Brea’s City Code, the actual parking requirements for multi-family residential uses have been found to be less than the City’s own Code requirement as illustrated by LLG’s previous field studies of actual parking demand at existing sites, in addition to parking demand/empirical ratio compilations from other sources. These empirical sources will be discussed further in Section 4 below.

Multi-family residential uses that are part of a mixed-use development or complex typically generate less demand compared to “stand-alone” or “free-standing” developments. Parking experience indicates that combining different land uses, whose parking demands peak at different times, generally result in a parking demand that is significantly lower than stand-alone facilities. In other words, a mixed-use development results in an overall parking need that is less than the sum of the individual peak parking requirements for each land use (city parking code rates are typically applied to these stand-alone developments). The shared parking concept is based on the analytical procedures that are well documented in the Urban Land Institute’s (ULI’s) *Shared Parking* publication (to be discussed in greater detail in Section 3 below).

Based on the considerations above, we conclude that City Code parking ratios for multi-family residential uses should be maintained, but flexibility should be provided in allowing the application of alternative methods in estimating the contemporary needs of multi-family developments, and if applicable, the shared parking needs in the case of multi-family residential components of a mixed-use development.

2.2 CITY CODE COMPARISON TO MIXED-USE/DOWNTOWN AND TOD RATIOS

Table 3 presents a comparison of multi-family parking ratios from the City, plus other sources relating to mixed-use/downtown areas and Transit Oriented Developments (TOD), including the City of Long Beach *Downtown Plan* (adopted in January 2012) and the *Long Beach Boulevard Infill Analysis and Redevelopment Strategies*, City of San Diego, City of Santa Monica, TCRP Report 128, City of Los Angeles, and the City of Sacramento Zoning Code Parking Regulations for their Traditional District and Urban District.

Going from the left-hand columns of *Table 3* to the right-hand columns, it can be seen that the multi-family residential ratios are reduced significantly. This trend is indicative of what more jurisdictions are now doing, which is rethinking minimum parking standards to meet sustainability goals and multimodal/Active Transportation/Park Once strategies, and encourage shared parking, transit use, bicycling, and walking. It embraces the notion that the common practice of requiring a large amount of off-street parking spaces (as what may result from the direct application of city code ratios without considering the actual physical setting, mixed-use nature of a downtown core or hub, and proximity to regional transit and shared parking facilities) leads to inefficient land use and underutilized spaces, while placing unnecessary design and financial burden on new development projects.

Households in developments located in or near downtowns, that can easily access transit stations, located in low VMT (Vehicle Miles Traveled) areas, and implement Complete Streets design by incorporating pedestrian and bicycle amenities in project features, typically own fewer vehicles, reducing the demand for residential parking in these areas. Multi-family projects that create Park-Once-and-Walk Districts support the reduction of parking needs.

State policies and mandates to reduce reliance on individual vehicles and greenhouse gas emissions, such as SB 743, recognize that limiting parking supply could mitigate transportation/VMT impacts. Conversely, SB 743 states that projects that increase parking supply would typically increase VMT impacts by inducing travel. **Figure 1** illustrates low VMT areas in the City, and **Figure 2** presents the City's High Quality Transit Areas (HQTAs). Comparing the City's Zoning Map against *Figure 1* indicates that multi-family residential (R-2, R-3) and Planned Community (PC) zones in the City are located in low VMT areas.

These context-specific parking demand aspects are not well represented in the multi-family ratios per City Code, based on the comparisons presented in *Table 3*. Based on this, we conclude that City Code parking ratios for multi-family residential uses should be maintained, but flexibility should be provided in allowing the application of alternative methods in estimating the contemporary needs of multi-family developments that account for the proposed project being located in a low VMT area and/or HQTAs, and/or if the project will be incorporating public transit connections, pedestrian and bicycle amenities in project features in support of Active Transportation, Complete Streets, and SB 743 goals.

2.3 EMPIRICAL PARKING RATIOS FOR MULTI-FAMILY RESIDENTIAL

As indicated previously, the actual parking requirements for multi-family residential uses have been found to be less than the City's own Code requirement as illustrated by LLG's previous field studies of actual parking demand at existing sites similar to the project, in addition to parking demand/empirical ratio compilations from other sources.

Table 4 presents a comparison of site development and parking ratios from various sources. The upper portion of **Table 4** presents 16 comparable sites in Fullerton, Orange, Santa Ana, Irvine, Costa Mesa, Monrovia, Laguna Niguel, and Pasadena. Additional detail for the comparable sites is also provided inclusive of the location, development summary, parking facility type, parking supply, presence of ground floor retail, survey period, empirically derived peak parking ratio and peak hour, and the Saturday daytime peak parking ratio and peak hour.

Table 4 indicates that the total number of apartments units for each site ranges from 142 units to 481 units and includes a unit mix of studios, one-bedroom units, two-bedroom units, and/or three-bedroom units. Parking facilities at these locations include parking structures, parking garages, and surface lots, with a combined parking supply for residents and the public/guests ranging from 223 spaces to 1,020 spaces. In addition to on-site parking, on-street parking is also available at two of the facilities.

Table 4 further indicates that parking demand surveys/observations were conducted on one to two "typical" weeknights (Tuesday, Wednesday, Thursday), and on a Saturday at some sites. These survey time periods were selected for analyses because parking needs are the greatest during these times; more specifically, peak demand for residential uses typically occurs during weeknights compared to weekday daytime and weekend conditions. This parking demand characteristic is evident from the hourly parking profiles in the *Shared Parking* (3rd Edition) publication by the Urban Land Institute (ULI) that indicate 90% to 100% parking occupancy between 6:00 PM and 12:00 AM/midnight, and the *Parking Generation* (5th Edition) publication by the Institute of Transportation Engineers (ITE) that reports 92% to 100% parking occupancy between 10:00 PM and 6:00 AM for low/mid-rise apartments (the only residential type with this data), and that parking demand is greater during these weekday overnight hours compared to a Saturday condition. Based on these considerations, it is concluded that the empirical basis for the peak parking ratios reported on **Table 4** coincides with, and is representative of, the absolute peak parking condition for each of the surveyed sites.

The tenant and guest peak parking ratio (spaces per DU) for each of the comparable sites under absolute peak conditions (occurring on a weeknight, as explained above)

and Saturday daytime conditions (where available) are presented on *Table 4*. The array of absolute peak parking rates yields an average ratio of 1.30 spaces per unit, an 85th percentile ratio of 1.49 spaces per unit, and a 95th percentile ratio of 1.56 spaces per unit. Saturday parking ratios are less, and range between 0.64 and 1.50 spaces per unit.

ITE's *Parking Generation* publication, as well as other reference materials from ULI, and field studies in Orange County and others, provide peak parking ratios for apartment complexes, as summarized in the lower portion of *Table 4*.

In order to provide more context behind the location and parking-related characteristics for sample sites in *Table 4*, we have compiled additional information with regards to land use setting, proximity to public transit, and availability of off-site parking (i.e., on-street spaces, nearby off-site parking spaces), which are contained in *Appendix A* provided at the end of this letter report.

The bottom portion of *Table 4* estimates a sample 200-unit project's parking needs based on the application of the average, 85th percentile, and 95th percentile parking rates from comparable sites. For the assumed 200 units, it is estimated that the average demand would be 260 spaces, the 85th percentile demand would be 298 spaces, and the 95th percentile demand would be 312 spaces.

A comparison between the City Code requirements for the sample 200-unit project per *Table 2* (totaling 428 spaces) and the application of the empirical (85th percentile) ratio of 1.49 spaces per DU from *Table 4* (298 spaces) indicates that City Code requirements are 44% greater than the 85th percentile empirical ratio. This illustrates how conservative the City Code parking ratios for multi-family developments are.

Based on the findings above, we conclude that City Code parking ratios for multi-family residential uses should be maintained, but flexibility should be provided in allowing the application of alternative methods in estimating the contemporary needs of multi-family developments to account for contemporary and unique parking and tripmaking characteristics, and proposed operations and management of parking supply, that may not be well represented in the current City Code.

3.0 PARKING DEMAND STUDY, SHARED PARKING, PARKING MANAGEMENT PLAN (PMP), TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM

In addressing and meeting the purposes of the grants, and to provide parking relief in the City's review and approval process to incentivize multi-family development in the City, the key findings from the previous sections of this letter report provide the basis

for recommending that the current City Code be updated to formalize and further define the following:

- a more flexible approach to estimating parking requirements through the submittal of a Parking Demand Study, which may include the preparation of a Parking Management Plan (PMP) and/or Transportation Demand (TDM) Program
- a more streamlined approach to the entitlement process for multi-family developments by removing the current Conditional Use Permit (CUP) requirement of a Planning Commission hearing for each CUP application, and allowing the Planning Division staff to review and approve the project application through the submittal of a Parking Demand Study

3.1 PARKING DEMAND STUDY SCOPE

Parking demand studies evaluate the parking needs of a specific development through the direction application of city code and/or other ratios and/or parking estimation methods deemed applicable to the project, and compares the parking requirements against the proposed parking supply to determine any parking surplus or deficiency. The parking demand study provides the basis for requiring parking mitigation measures to address any parking shortfall, and the development of a PMP and/or TDM Program (to be described in the next section of this letter report).

The submittal of a Parking Demand Study in support of a multi-family residential application should have the following study scope:

- a) Calculate parking requirements based on the direct application of City Code parking ratios (or any previously approved parking ratios for the project)
- b) If applicable, conduct Shared Parking assessment (shared parking concept and methodology described below)
- c) If applicable, apply alternative parking ratios and/or methods to estimating parking demand (i.e., empirical parking ratios, industry standards, operations-based demand); provide comparative analysis and substantiation for using parking ratios that deviate from City Code and/or empirical derivation methods
- d) Provide substantial evidence for the application of any parking demand adjustments that would reduce demand

- e) Provide a summary of proposed parking supply by space type, and any space reservations/designations/allocations by user type (should be consistent with what is shown on the site plan)
- f) Compare parking demand against supply (in the case of large mixed-use developments, evaluate sub-areas defined by logical shared parking footprints)
- g) Provide a PMP and/or TDM Program if deemed necessary by City Planning Division staff

3.2 SHARED PARKING

Parking experience indicates that combining different land uses, whose parking demands peak at different times (of the day, week, and year), generally result in a parking demand that is significantly lower than “stand-alone” or “free-standing” facilities. In other words, a mixed-use development results in an overall parking need that is less than the sum of the individual peak parking requirements for each land use (parking ratios/factors specific to each land use, or city parking code rates are typically applied to these “stand-alone” developments).

The shared parking concept is based on the analytical procedures that are well documented in the Urban Land Institute’s (ULI’s) *Shared Parking* publication. The publication defines Shared Parking as “parking space that can be used to serve two or more individual land uses without conflict or encroachment.” Therefore, Shared Parking calculations recognize that when different uses share a common parking footprint, the total number of spaces needed to support the collective whole is determined by adding the different parking profiles (by time of day or day of week) of each use comprising the mixed-use development. This is done rather than applying individual peak ratios to each land use component.

Based on the application of ULI’s *Shared Parking (3rd Edition)* publication, and City Code parking ratios as a startingpoint (empirical ratios may be considered for uses not represented in City Code), weekday and weekend shared parking calculations are used as basis to establish the practical “design level” parking needs for a mixed-use project, as a whole. Each calculation set would shows the total size of each land use category, the parking ratios applied to each column, any internal capture and TOD/multimodal adjustments, hourly parking profiles per ULI for each land use type, and the resultant hourly parking demand for weekday and weekend conditions.

3.3 PMP AND TDM PROGRAM

A Parking Management Plan (PMP) defines how parking for a development would be managed and what measures would be implemented to assure that parking needs in the aggregate and in localized sub-areas would be adequately served. A Transportation Demand (TDM) Program identifies measures that could potentially reduce parking needs through the provision of physical and/or operational improvements that promote the use of alternative modes of travel (i.e., public transit, bicycle, walking).

The Parking Demand Study would provide basis for determining whether a PMP and/or TDM Program would need to be prepared in addition, to address and mitigate any potential parking deficiencies identified in the Parking Demand Study.

It has been well-documented and long-established in the urban planning field that the preparation and implementation of PMPs that incorporate TDM and parking reduction strategies could accomplish the following:

- right-size the parking allocation for development projects
- structure and implement a shared parking program and other mechanisms to reduce parking demand and increase parking efficiency
- reduce vehicle ownership, vehicle trips, and automobile dependency
- encourage use of alternative modes of travel, and promote investments in public infrastructure, transit-oriented developments, mixed-use projects
- reduce the cost of, and therefore incentivize, urban development with more optimal land uses
- improve urban design, and therefore promote sustainable projects

Many jurisdictions in Southern California have adopted requirements for PMPs and TDM programs in their city municipal codes and specific plans. These are commonly implemented under the following categories:

1. Shared Parking, joint use of parking facilities
2. Use of empirical ratios, and more current, accurate and flexible standards
3. Reduced parking standards or parking maximums for compact, mixed-use, transit-oriented, and multimodal developments
4. PMP and TDM strategies that reduce parking demand:
 - a. Improve walkability and bikeability by building ped & bike amenities
 - b. Implement mobility management/TDM/car-sharing/trip consolidation
 - c. Unbundled parking
 - d. Transit accessibility

- e. Financial TDM incentives
- f. Permit parking programs, pricing strategies
- 5. PMP and TDM strategies that increase parking efficiency:
 - a. Intelligent parking management systems
 - b. Remote parking, park-and-ride shuttle opportunities
 - c. Parking supply optimization, permit parking programs
 - d. Improve user information and marketing
 - e. Improve enforcement

4.0 RECOMMENDATIONS

Based on the findings from Section 2 of this letter report, requiring the submittal of a Parking Demand Study (and PMP and/or TDM Program, if required) would address the following:


- In comparison to current City Code and the existing CUP process, and based on the comparative analysis conducted between Brea and other cities/mixed-use/downtown/TOD settings and empirical sources and industry standards, providing a more flexible approach to estimating parking requirements by the submittal of a Parking Demand Study will help promote and incentivize multi-family residential development in the City, respond to the purposes of the grants, and build consistency with the goals and policies of the General Plan's Housing Element
- Formalizing and further defining in the current City Code the Parking Demand Study requirements and procedure for review and approval by the City Planning Division staff will provide a more streamlined entitlement process for multi-family residential projects
- Compared to current City Code, preparing a Parking Demand Study specific to individual multi-family project applications will help in:
 - right-sizing parking requirements for multi-family developments
 - better reflect contemporary parking needs by accounting for changing markets and demographics, and unique parking and tripmaking characteristics that may not be well represented in the current City Code
 - provide a more context-sensitive solution to addressing parking needs using well-documented and long-established procedures and best practices in the urban planning field (i.e., shared parking, multimodal aspects, measures that align with the City's goals relating to Active Transportation, Complete Streets, and SB 743)

Based on the above recommendations, City Code text amendments to **Section F** of the **City of Brea Municipal Code Title § 20.08.040 Off-Street Parking and Loading** are proposed, as follows:

3. Exceptions to, or modifications of the off-street parking requirements for multi-family residential developments may be permitted subject to review and approval by the Director of Community Development. The exception or modification shall require submittal of a Parking Demand Study that demonstrates the proposed multi-family development can be adequately served with less parking than required by City Code. The Parking Demand Study shall be prepared by a licensed Traffic Engineer, and shall include, but not limited to, the following:
 - a. At the minimum, City Code-based parking requirements for the project shall first be calculated through the application of City Code parking ratios from Section D of this title § 20.08.040.
 - b. If the project has previously established parking ratios that deviate from City Code (per Section D of this title § 20.08.040) because of prior entitlements, current approvals, or is subject to an approved set of zoning/regulatory requirements, the Parking Demand Study shall include the application of those previously approved parking ratios.
 - c. Comparative analysis and substantiation shall be provided for the derivation and application of any empirical parking ratios for the project and/or any project operations-based parking demand estimates in the Parking Demand Study.
 - d. In the case of multi-family residential that are part of a mixed-use development or located in a mixed-use setting (conducive to shared parking), and incorporate project features that serve Active Transportation (pedestrian and bicycle) and provide convenient access to public transit, the Parking Demand Study may apply ULI (Urban Land Institute)'s current Shared Parking methodology, and other parking demand reduction factors/methodologies proven to be applicable in the Study.
 - e. The Parking Demand Study may need to include the preparation of a Parking Management Plan and/or Transportation Demand Management (TDM) program, if deemed to be necessary by the Director of Community Development.

We appreciate the opportunity to prepare this parking analysis for the City. Should you have any questions or need additional assistance, please do not hesitate to call us at (949) 825-6175.

Very truly yours,
Linscott, Law & Greenspan, Engineers



Trissa (de Jesus) Allen, P.E.
Senior Transportation Engineer

Attachments

TABLE 1
MULTIFAMILY RESIDENTIAL CITY CODE PARKING RATIOS

City	Studio	1 Bedroom	2 Bedrooms	3 Bedrooms	Guest (Studio)	Guest (1 Bedroom)	Guest (2 Bedrooms)	Guest (3 Bedrooms)
Brea	1.50	1.75	2.00	2.50	0.20	0.20	0.20	0.20
<i>Cities Bordering the City of Brea</i>								
Fullerton	1.25	1.50	1.75	2.00	0.50	0.50	0.75	1.00
La Habra	1.00	2.00	2.50	3.00	0.50	0.50	0.50	0.50
Yorba Linda	1.00	1.80	2.00	2.00	0.75	0.50	0.50	1.50
<i>Other Nearby Cities within Orange County</i>								
Anaheim	1.25	2.00	2.25	3.00	0.25	0.25	0.25	0.25
Buena Park	2.00	2.00	2.50	3.00	N/A	N/A	N/A	N/A
Cypress	1.00	1.50	2.00	2.50	0.25	0.25	0.25	0.25
Garden Grove [a]	2.75	2.75	2.75	3.50	N/A	N/A	N/A	N/A
Garden Grove [b]	2.50	2.50	2.50	3.25	N/A	N/A	N/A	N/A
Garden Grove [c]	2.75	2.75	2.75	3.00	N/A	N/A	N/A	N/A
Garden Grove [d]	2.50	2.50	2.50	2.75	N/A	N/A	N/A	N/A
Los Alamitos	1.50	2.00	2.75	3.50	0.33	0.33	0.33	0.33
Orange [e]	1.30	1.80	2.30	2.60	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]
Orange [f]	1.40	1.90	2.30	2.60	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]
Orange [g]	1.20	1.70	2.00	2.40	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]
Orange [h]	1.40	1.90	2.30	2.60	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]	0.20 or 0.30 [I]
Placentia	2.00	2.00	2.00	2.00	15% of Total	15% of Total	15% of Total	15% of Total
Stanton	1.00	2.00	2.75	3.50	0.33	0.33	0.33	0.33
Tustin	2.00	2.00	2.00	2.00	0.25	0.25	0.25	0.25
Villa Park	1.20	1.50	2.00	2.40	0.20	0.20	0.20	0.20

Notes:

[a] = Standalone developments (not part of a mixed-use development) with fewer than 50 units and adjacent to an principal, major, primary or secondary arterial.

[b] = Standalone developments (not part of a mixed-use development) with fewer than 50 units and not adjacent to an principal, major, primary or secondary arterial.

[c] = Standalone developments (not part of a mixed-use development) with 50 or more units and adjacent to an principal, major, primary or secondary arterial.

[d] = Standalone developments (not part of a mixed-use development) with 50 or more units and not adjacent to an principal, major, primary or secondary arterial.

[e] = Development with 3 units – 50 units with unenclosed resident parking.

[f] = Development with 3 units – 50 units with enclosed resident parking.

[g] = Development with greater than 50 units with unenclosed resident parking.

[h] = Development with greater than 50 units with enclosed resident parking.

[i] = 0.30 space per dwelling unit is required for dwelling units without a driveway at least 18 feet in length. Otherwise, 0.20 space per dwelling unit is permitted.

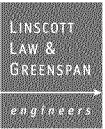
TABLE 2
BREA CITY CODE vs. OTHER CITY CODE PARKING REQUIREMENTS FOR MULTIFAMILY RESIDENTIAL

Sample Project	Dwelling Units	Brea City Code		Fullerton City Code		La Habra City Code		Yorba Linda City Code		Anaheim City Code		Buena Park City Code		Cypress City Code		Garden Grove City Code		Los Alamitos City Code		Orange City Code		Placentia City Code		Stanton City Code		Tustin City Code		Villa Park City Code	
		Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces	Ratio (sp/DU)	Spaces
Multi-Family Residential																													
Studio	50	1.50	75	1.25	63	1.00	50	1.00	50	1.25	63	2.00	100	1.00	50	2.50	125	1.50	75	1.20	60	2.00	100	1.00	50	2.00	100	1.20	60
1-Bedroom	50	1.75	88	1.50	75	2.00	100	1.80	90	2.00	100	2.00	100	1.50	75	2.50	125	2.00	100	1.70	85	2.00	100	2.00	100	2.00	100	1.50	75
2-Bedroom	50	2.00	100	1.75	88	2.50	125	2.00	100	2.25	113	2.50	125	2.00	100	2.50	125	2.75	138	2.00	100	2.00	100	2.75	138	2.00	100	2.00	100
3-Bedroom	50	2.50	125	2.00	100	3.00	150	2.00	100	3.00	150	3.00	150	2.50	125	2.75	138	3.50	175	2.40	120	2.00	100	3.50	175	2.00	100	2.40	120
Total Units: 200			388		326		425		340		426		475		350		513		488		365		400		463		400		355
Resident Guest Parking																													
Studio		0.20	10	0.50	25	0.50	25	0.75	38	0.25	13	0.25	13	0.25	13			0.33	17	0.20	10	15% of tot	15	0.33	17	0.25	13	0.20	10
1-Bedroom		0.20	10	0.50	25	0.50	25	0.50	25	0.25	13	0.25	13	0.25	13			0.33	17	0.20	10	15% of tot	15	0.33	17	0.25	13	0.20	10
2-Bedroom		0.20	10	0.75	38	0.50	25	0.50	25	0.25	13	0.25	13	0.25	13			0.33	17	0.20	10	15% of tot	15	0.33	17	0.25	13	0.20	10
3-Bedroom		0.20	10	1.00	50	0.50	25	1.50	75	0.25	13	0.25	13	0.25	13			0.33	17	0.20	10	15% of tot	15	0.33	17	0.25	13	0.20	10
			40		138		100		163		52		52		52				68		40		60		68		52		40
Total Required		--	428	--	464	--	525	--	503	--	478	--	527	--	402	--	513	--	556	--	405	--	460	--	531	--	452	--	395
Blended Parking Ratio		--	2.14	--	2.32	--	2.63	--	2.52	--	2.39	--	2.64	--	2.01	--	2.57	--	2.78	--	2.03	--	2.30	--	2.66	--	2.26	--	1.98
% Difference from Brea:					8%		23%		18%		12%		23%		-6%		20%		30%		-5%		7%		24%		6%		-7%

TABLE 3
BREA CITY CODE vs. DOWNTOWN/TOD PARKING REQUIREMENTS FOR MULTIFAMILY RESIDENTIAL

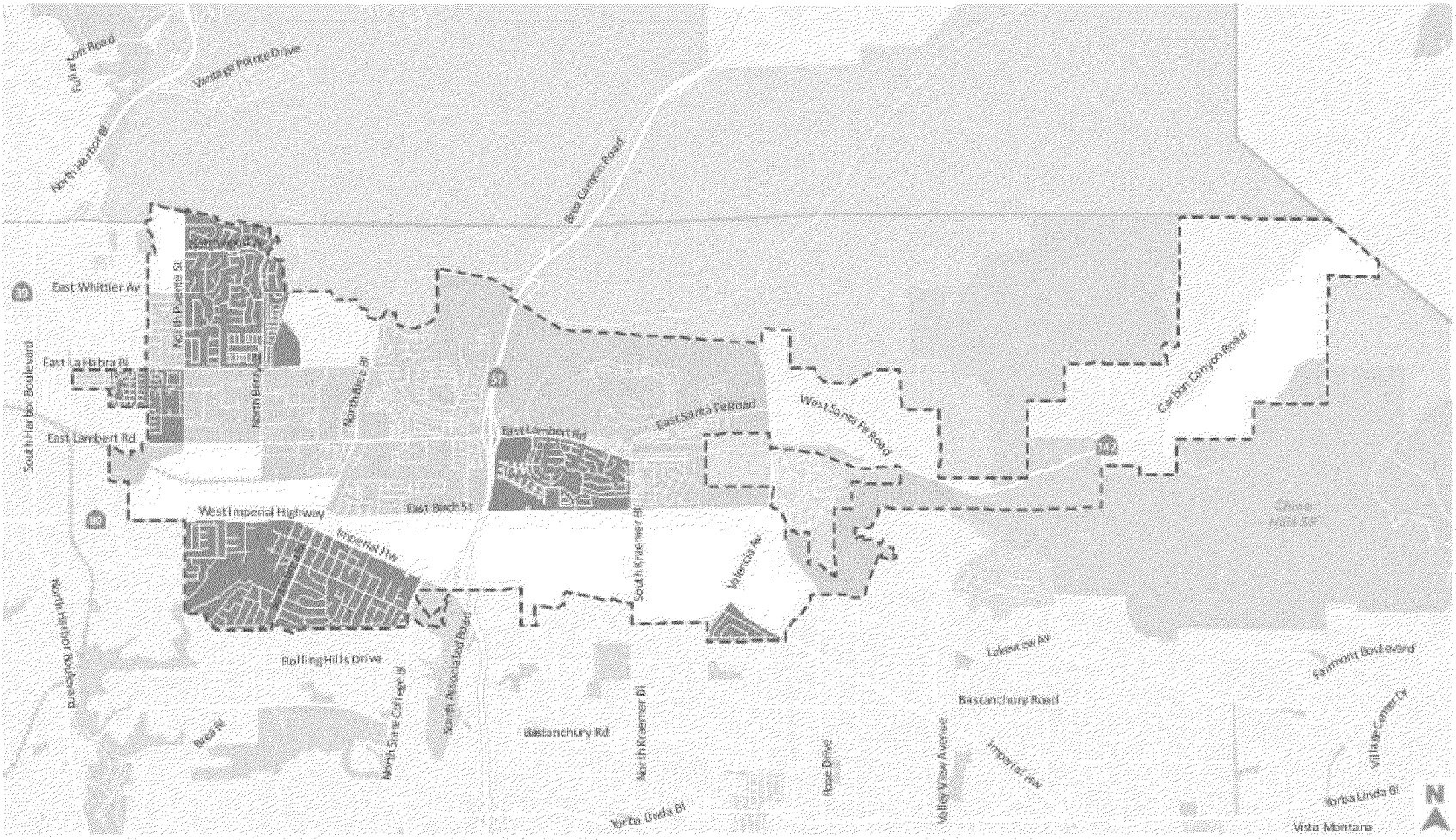
Sample Project	Dwelling Units	Brea City Code		City of Long Beach				City of San Diego for TODs		City of Santa Monica (for TODs & Downtown)		TCRP Report 128 for TODs		City of Los Angeles Code for TODs		City of Sacramento (Traditional District)		City of Sacramento (Urban District)	
				Downtown Plan (January 2012)		Long Beach Blvd. Redevelopment													
		Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces	Ratio	Spaces
Multi-Family Residential																			
1-Bedroom	100	1.75 sp/unit	175	1 sp/unit	100	1 sp/unit	100	1.25 sp/unit	125	0.5 sp/unit	50	1.1 sp/unit	110	1 sp/unit	100	1 sp/unit	100	0.5 sp/unit	50
2-Bedroom	100	2 sp/unit	200	1 sp/unit	100	1.5 sp/unit	150	1.75 sp/unit	175	1 sp/unit	100	1.1 sp/unit	110	1 sp/unit	100	1 sp/unit	100	0.5 sp/unit	50
Total Units: 200			375		200		250		300		150		220		200		200		100
Resident Guest Parking		0.2 sp/unit	40	0.25 sp/unit	50	0.25 sp/unit	50	none	0	0.067 sp/unit	13	none	0	none	0	none	0	none	0
Total Required		--	415	--	250	--	300	--	300	--	163	--	220	--	200	--	200	--	100
Blended Parking Ratio		--	2.08	--	1.25	--	1.50	--	1.50	--	0.82	--	1.10	--	1.00	--	1.00	--	0.50

TABLE 4
EMPIRICAL PARKING RATIOS FOR MULTIFAMILY RESIDENTIAL



	Comparable Site	City	Address	Development Summary	Parking Facility	Parking Supply	Retail	Survey Period	Tenant & Guest Peak Parking Ratio - Spaces per DU (Peak Hour)	Tenant & Guest Saturday Daytime Peak Parking Ratio (Peak Hour)
1	Anton Residential Mid-Rise Building	Costa Mesa	580 Anton Boulevard	250 Unit Luxury Apartments <ul style="list-style-type: none">• 80 2 Bedroom Units• 170 Studio/1 Bedroom Units	Structure	438 Spaces <ul style="list-style-type: none">• Residents - 330 sp.• Guests - 108 sp.	--	--	1.75 (Peak Hour N/A)	--
2	Main Street Village [a]	Irvine	2555 Main Street	481 Unit Apartments <ul style="list-style-type: none">• 265 1 Bedroom Units• 200 2 Bedroom Units• 16 3 Bedroom Units	Structure	1,020 Spaces <ul style="list-style-type: none">• Residents - 847 sp.• Public/Guests - 173 sp.	--	Wednesday & Thursday 10PM-12AM	1.42 (@ 12:00 AM)	--
3	279 Unit Complex [b]	Irvine	--	279 Unit Apartments <ul style="list-style-type: none">• 2 Studio Units• 162 1 Bedroom Units• 115 2 Bedroom Units	Gated Structure	600 Spaces	--	Tuesday 6PM-1AM	1.36 (Peak Hour N/A)	--
4	403 Unit Complex [b]	Irvine	--	403 Unit Apartments <ul style="list-style-type: none">• 326 1 Bedroom Units• 77 2 Bedroom Units	Gated Structure	643 Spaces	--	Tuesday 6PM-1AM	1.29 (Peak Hour N/A)	--
5	460 Unit Complex [b]	Orange	--	460 Unit Apartments <ul style="list-style-type: none">• 256 1 Bedroom Units• 204 2 Bedroom Units	Gated Structure, Gated Surface Lot	784 Spaces	--	Tuesday 6PM-1AM	1.4 (Peak Hour N/A)	--
6	183 Unit Complex [b]	Fullerton	--	183 Unit Apartments <ul style="list-style-type: none">• 129 1 Bedroom Units• 54 2 Bedroom Units	Gated Residential Structure	223 Residential Spaces	Yes	--	1.1 (Peak Hour N/A)	--
7	250 Unit Complex [b]	Santa Ana	--	250 Unit Apartments <ul style="list-style-type: none">• 108 1 Bedroom Units• 145 2-3 Bedroom Units	Gated Residential Structure	453 Residential Spaces	Yes	--	0.94 (Peak Hour N/A)	--
8	Paragon at Old Town [a]	Monrovia	700 S. Myrtle Avenue	163 Unit Apartments <ul style="list-style-type: none">• 82 1 Bedroom Units• 81 3 Bedroom Units	Surface Lot, On-Street Parking	404 Spaces <ul style="list-style-type: none">• Residents - 329 sp.• Public/Guests - 75 sp.	--	Wednesday & Thursday 6PM-12AM	1.48 (@ 11:00 PM)	--
9	Trio Apartments [a]	Pasadena	44 N. Madison Avenue	304 Unit Apartments <ul style="list-style-type: none">• 46 Studio Units• 141 1 Bedroom Units• 117 2 Bedroom Units	Surface Lot, On-Street Parking	480 Spaces <ul style="list-style-type: none">• Residents - 450 sp.• Public/Guests - 30 sp.	--	Wednesday & Thursday 10PM-12AM	1.22 (@12:00 AM)	--
10	Adagio on the Green [d]	Mission Viejo	2660 Oso Parkway	256 Unit Apartments	Garage, Surface Lot	512 Spaces <ul style="list-style-type: none">• Residents - 424 sp.• Public/Guests - 88 sp.	--	Wednesday & Thursday 7PM-2AM Saturday: 12PM-3PM, 7PM-2AM	1.45 (@12:00 AM)	0.97 (@ 2:00 PM & 3:00 PM)
11	Skye at Laguna Niguel [d]	Laguna Niguel	28100 Cabot Road	142 Unit Apartments <ul style="list-style-type: none">• 97 1 Bedroom Units• 45 2 Bedroom Units	Garage	294 Spaces <ul style="list-style-type: none">• Residents - 240 sp.• Public/Guests - 54 sp.	--	Wednesday & Thursday 7PM-2AM Saturday: 12PM-3PM, 7PM-2AM	1.49 (@ 11:00 PM)	1.07 (@ 12:00 PM)
12	Apex Laguna Niguel [d]	Laguna Niguel	27960 Cabot Road	284 Unit Apartments <ul style="list-style-type: none">• 32 Studio Units• 161 1 Bedroom Units• 91 2 Bedroom Units	Garage	539 Spaces <ul style="list-style-type: none">• Residents - 461 sp.• Public/Guests - 78 sp.	--	Wednesday & Thursday 7PM-2AM Saturday: 12PM-3PM, 7PM-2AM	1.28 (@ 2:00 AM)	1.13 (@ 3:00 PM)
13	Pinnacle [b]	Santa Ana	31 E. MacArthur Cres	250 Unit Apartments <ul style="list-style-type: none">• 108 1 Bedroom Units• 145 2-3 Bedroom Units	Gated Residential Structure	453 Residential Spaces	Yes	--	0.94 (Peak Hour N/A)	--
14	Broadstone Ardent [e]	Santa Ana	1951 E Dyer Road	335 Unit Apartments	Gated Residential Structure	644 Spaces <ul style="list-style-type: none">• Residents - 594 sp.• Public/Guests - 50 sp.	--	Tuesday & Saturday 12AM-11:59PM	1.49 (@ 12:30 AM & 2:15 AM)	1.5 (@ 11:00 PM)
15	Nineteen01 [f]	Santa Ana	1901 E First St	254 Unit Apartments <ul style="list-style-type: none">• 123 1 Bedroom Units• 125 2 Bedroom Units• 6 3 Bedroom Units	Gated Residential Structure	559 Spaces	--	Thursday & Saturday 12AM-11:59PM	1.354 (@12:00 AM)	1.346 (@12:00 AM)
16	The Marke [f]	Santa Ana	100 E MacArthur Blvd	300 Unit Apartments <ul style="list-style-type: none">• 155 1 Bedroom Units• 131 2 Bedroom Units• 14 3 Bedroom Units	Gated Residential Structure	660 Spaces <ul style="list-style-type: none">• Residents - 600 sp.• Public/Guests - 60 sp.	--	Thursday & Saturday 12AM-11:59PM	0.767 (@12:00 AM)	0.643 (@ 2:00 PM & 3:00 PM)
Average:									1.30	
85th Percentile:									1.49	
95th Percentile:									1.56	
Additional Parking Ratio References:										
ITE <i>Parking Generation</i> , 5th Edition (Jan 2019) Low-Rise Apartment										
Average:									1.21	
85th Percentile:									1.52	
ITE <i>Parking Generation</i> , 5th Edition (Jan 2019) Mid-Rise Apartment										
Average:									1.31	
85th Percentile:									1.47	
ITE <i>Parking Generation</i> , 5th Edition (Jan 2019) High-Rise Apartment										
Average:									0.98	
85th Percentile:									1.19	
ULI <i>Shared Parking</i> : Residential (Rental) Units									1.65	
Field Studies in Ontario and Rancho Cucamonga [c]									1.58 - 1.66	
American Community Survey (ACS) in Ontario [c]									1.62	
Household Surveys in San Bernardino and Riverside [c]									1.45	
Field Studies in Fullerton, Orange, Santa Ana, Irvine, Costa Mesa, Laguna Niguel, Monrovia and Pasadena [g]									1.35 - 1.61	
Sample Residential Project Parking Calculation Using Empirical Rates Above (200 DUs)										
Average Demand (1.30 x 200 DUs):									260	
85th Percentile Demand (1.49 x 200 DUs):									298	
95th Percentile Demand (1.56 x 200 DUs):									312	

Notes:
[a] Source: *Parking Demand Analysis for the Proposed Fifth Avenue/Huntington Drive Mixed-Use Project City of Monrovia, California*, prepared by LLG, Oct. 2012
[b] Source: *Parking Study for AMLI Orange Apartment Project*, prepared by IBI Group, Nov. 2012
[c] Source: *Parking Reform Made Easy*, Richard W. Willson, 2013
[d] Source: Counts collected by LLG on December 2016
[e] Source: Counts collected by NDS in March 2021
[f] Source: *Memorandum for 2525 Main Street Residential Project*, prepared by Translutions, Inc., Sept. 2019 (Parking Surveys completed in April 2018)
[g] Source: *Parking Study and Parking Management Plan for the Warner-Redhill Project*, August 5, 2020



- < -15% below City Average *
- 0 to -15% below City Average
- Higher than City Average
- County Boundary
- City Limits
- * City Average calculated using OCTAM Model.

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LINSCOTT
LAW &
GREENSPAN



NO SCALE

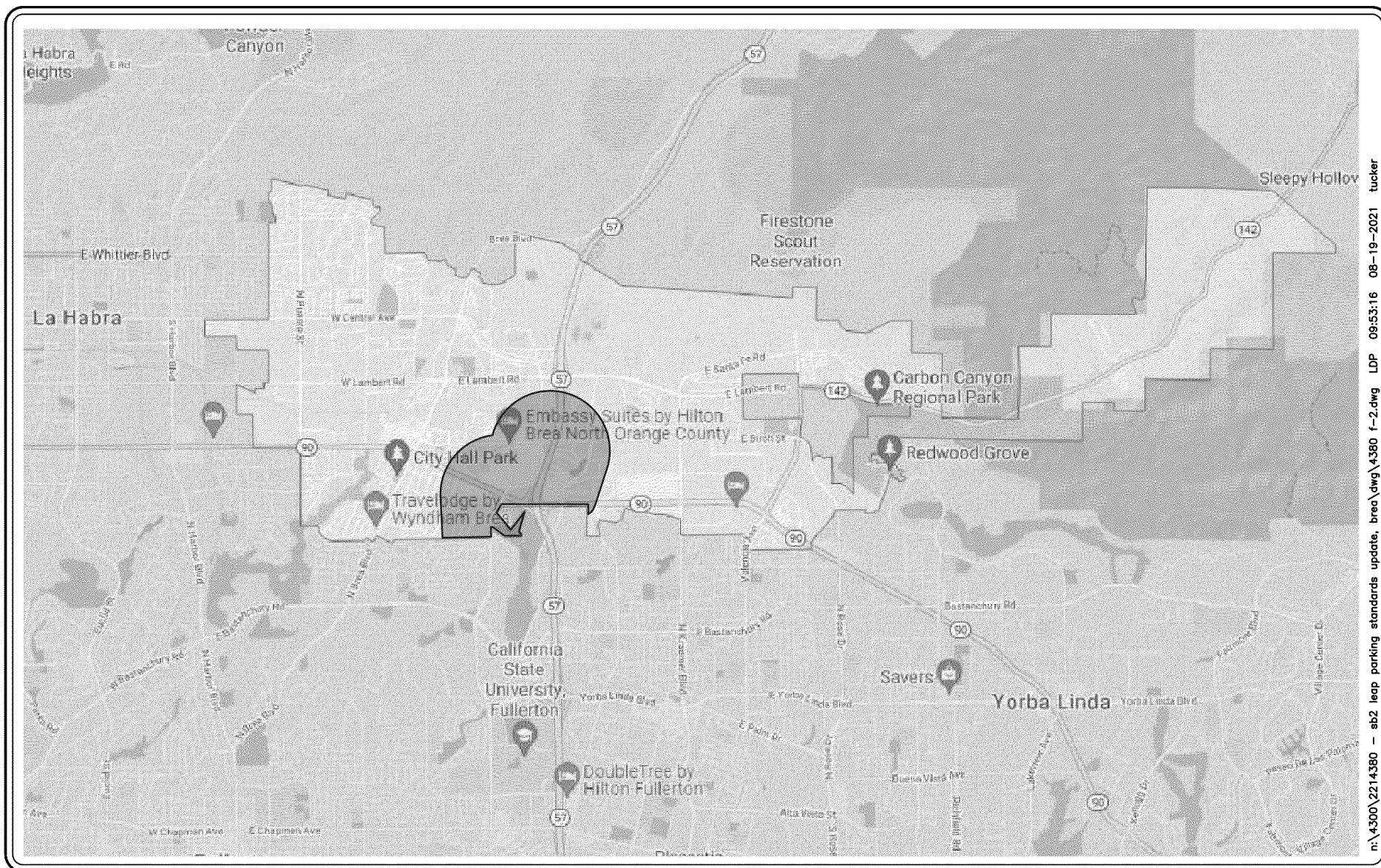
engineers

SOURCE: CITY OF BREA TIA GUIDELINES (SEPTEMBER 2020)

FIGURE 1

LOW VMT AREAS

SB2 LEAP PARKING STANDARDS UPDATE, BREA



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SOURCE: HIGH QUALITY TRANSIT AREAS (HQTA) 2045 – SCAG REGION (UPDATED FEBRUARY 2021)

FIGURE 2

HIGH QUALITY TRANSIT AREAS (HQTA)
SB2 LEAP PARKING STANDARDS UPDATE, BREA

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NO SCALE

APPENDIX A

Table 4 presents a comparison of site development and parking ratios from various sources, including 16 comparable sites in Fullerton, Orange, Santa Ana, Irvine, Costa Mesa, Monrovia, Laguna Niguel, and Pasadena. Additional detail for the comparable sites are provided in this **Appendix A** to provide more context behind the location and parking-related characteristics for 5 sample sites in **Table 4** with regards to land use setting, proximity to public transit, and availability of off-site parking (i.e., on-street spaces, nearby off-site parking spaces):

Main Street Village: 2555 Main Street, Irvine (1.42 sp per DU)

There is no on-street parking or other public parking facilities in the immediate vicinity of the site. There are existing bus stops located nearby, specifically at the intersections of Siglo/Main Street and Jamboree Road/Main Street. The nearest Park & Ride lot is located about 1.5 miles to the southeast of Main Street Village, near the intersection of Culver Drive at Sandburg Way. The adjoining land uses to Main Street Village consist of mostly office and residential uses.

Paragon at Old Town: 700 S. Myrtle Avenue, Monrovia (1.48 sp per DU)

On-street parking is generally permitted in the vicinity of the site, most notably along Myrtle Avenue (north of Walnut Avenue), Olive Avenue, Walnut Avenue, and Ivy Avenue. The nearest existing bus stop is located at the intersection of Primrose Avenue/Walnut Avenue. An existing Park & Ride lot and Metro Light Rail station is located about 0.7 miles to the south of Paragon at Old Town, near the intersection of Myrtle Avenue/Duarte Road. The adjoining land uses to Paragon at Old Town consist of shopping/food uses to the north, residential uses to the east, and office/warehouse building to the south and west.

Adagio on the Green: 2660 Oso Parkway, Mission Viejo (1.45 sp per DU)

There is no on-street parking or other public parking facilities in the immediate vicinity of the site. Existing bus stops are located nearby, specifically at the intersections of Country Club Drive/Oso Parkway and Marguerite Parkway/Oso Parkway. There is no Park & Ride facility in the nearby vicinity of Adagio on the Green. The adjoining land uses to Adagio on the Green consist of mostly residential uses, with a golf course to the north and south of Oso Parkway and some commercial uses.

Based on the above descriptions of three existing sites that have peak parking demand ratios corresponding to 1.42, 1.48, and 1.45 spaces per DU, it can be seen that these residential developments are not located in a TOD/Transit-Oriented Development (not within 1/2 miles of regional transit), and there are no off-site parking nearby (which can reduce on-site parking needs).

Trio Apartments: 44 N. Madison Avenue, Pasadena (1.22 sp per DU)

On-street parking is generally permitted in the vicinity of the site, most notably along Madison Avenue, Colorado Boulevard, and Union Street. Further, several paid public parking lots are located nearby, including on the west side of Madison Avenue and a few south of Colorado Boulevard. Existing bus stops are located at the intersection of El Molino Avenue/Union Street, as well as various bus stops located Colorado Boulevard. An existing Park & Ride lot is located about 0.5 miles to the northwest of Trio Apartments, near the intersection of Marengo Avenue/Walnut Street. Further, existing Metro Light Rail stations are located at Lake Street/I-210 Freeway (about 0.5 miles from Trio Apartments) and near Raymond Avenue/Holly Street (about 0.5 miles from Trio Apartments). The adjoining land uses to Trio Apartments consist of mostly office and commercial uses.

Apex Laguna Niguel: 27960 Cabot Road, Laguna Niguel (1.28 sp per DU)

There is no on-street parking or other public parking facilities in the immediate vicinity of the site. The nearest existing bus stop is located at the intersection of Cabot Road/Crown Valley Parkway. An existing Park & Ride lot and Metrolink train station is located about 0.3 miles to the southeast from Apex Laguna Niguel, along Forbes Road. The adjoining land uses to Apex Laguna Niguel consist of mostly residential uses, with commercial uses to the east.

Based on the above descriptions of two existing sites that have peak parking demand ratios corresponding to 1.22 and 1.28 spaces per DU, locational and parking-related characteristics indicate that they are within 1/2 miles of regional transit, but with no off-site parking nearby, which can reduce on-site parking needs.

RESOLUTION NO. 2019-058

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA AUTHORIZING THE CITY MANAGER SUBMITTAL OF APPLICATION, AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS AND EXECUTION OF THE AGREEMENTS WITH CONSULTANTS TO CARRY OUT THE PROGRAMS APPROVED FROM THIS GRANT, AND AMEND THE FISCAL YEAR 2019-2020 COMMUNITY DEVELOPMENT DEPARTMENT BUDGET BY THE GRANT AWARD AMOUNT

A. RECITALS:

(i) WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated **March 28, 2019**, for its Planning Grants Program (PGP); and

(ii) WHEREAS, the City Council of the City of Brea desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

(iii) WHEREAS, the Department is authorized to provide up to **\$123 million** under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

B. RESOLUTION:

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

1. The City Council is hereby authorized and directed to apply for and submit

RESO NO. 2019-058
October 1, 2019

to the Department the 2019 Planning Grants Program application in the amount of \$160,000.

2. In connection with the PGP grant, if the application is approved by the Department, the City Manager of the City of Brea is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

3. The City shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

4. The City Manager of the City of Brea is authorized to execute the City of Brea Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City as required by the Department for receipt of the PGP Grant.

5. The City Manager of the City of Brea is authorized to execute subsequent Professional Services Agreements with consultant(s) to carry out the programs approved from this grant in an aggregate amount not-to-exceed \$160,000.

6. The Community Development Department's revenue and expenditure budget for Fiscal Year 2019-2020 be amended by the amount awarded in the next quarterly budget adjustments.

APPROVED AND ADOPTED this 1st day of October, 2019.

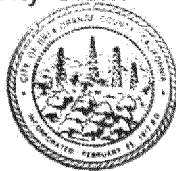


Christine Marick, Mayor

ATTEST:



Lillian Harris-Neal, City Clerk



I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea, held on the 1st day of October, 2019, by the following vote:

AYES: COUNCIL MEMBERS: Marick, Simonoff, Hupp, Parker, Vargas

NOES: COUNCIL MEMBERS: None.

ABSENT: COUNCIL MEMBERS: None.

ABSTAINED: COUNCIL MEMBERS: None.

Dated: 10/3/19



Lillian Harris-Neal, City Clerk



Star-Progress

1771 S. Lewis Street
Anaheim, CA 92805
714-796-2209

5190251

BREA, CITY OF/PLANNING
1 CIVIC CENTER CIR FIRST FLR
PLANNING
BREA, CA 92821-5795

FILE NO. Parking Grant Notice to Paper - CM**AFFIDAVIT OF PUBLICATION**

STATE OF CALIFORNIA, }

SS.

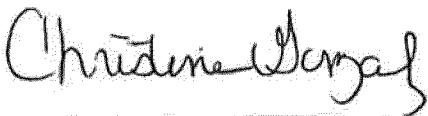
County of Orange

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the Star-Progress, a newspaper that has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, on June 15, 2001, Case No. A-55572 in and for the County of Orange, State of California; that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

09/16/2021

I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Executed at Anaheim, Orange County, California, on
Date: September 16, 2021.



Signature

PROOF OF PUBLICATIONLegal No. **0011487228**

**CITY OF BREA
PLANNING COMMISSION NOTICE OF PUBLIC HEARING FOR
A ZONING ORDINANCE TEXT AMENDMENT NO. ZOTA 21-01**

NOTICE IS HEREBY GIVEN by the City of Brea that a public hearing will be held at a Planning Commission Meeting on **Tuesday, September 28, 2021 at 7:00 p.m.**, or as soon thereafter as the matter can be heard, in the Council Chambers of the City of Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California 92821, in accordance with State Law and the Brea City Code, to consider the following application:

- Zoning Ordinance Text Amendment No. 21-01 (ZOTA 2021-02) – A proposal to amend Title 20, Chapter 20.08 of the Brea City Code regulating exceptions and modifications to off-street parking requirements for multi-family residential development within the City of Brea.

The City of Brea, in accordance with the California Environmental Quality Act (CEQA), has determined that the proposed project is exempt from the requirement of the California Environmental Quality Act (CEQA) pursuant to Section 15061 of Title 14, Chapter 4.5, Article 5 of the California Code of Regulations.

Location: Citywide

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

ALL INTERESTED PERSONS are invited to attend said hearing and express opinions on the matters outlined above.

PURSUANT TO THE LOCAL EMERGENCY CONCERNING THE COVID-19 VIRUS DECLARED BY THE CITY COUNCIL OF THE CITY OF BREA ON MARCH 19, 2020, AND EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 18, 2020, THE PLANNING COMMISSION MEETING MAY BE CONDUCTED IN WHOLE OR IN PART BY TELECONFERENCE.

FURTHER INFORMATION MAY BE OBTAINED BY CALLING THE PLANNING DIVISION AT (714) 990-7674 OR BY EMAILING planning@cityofbrea.net. ALL PERSONS WISHING TO PARTICIPATE BY TELECONFERENCE SHOULD CONTACT THE CITY NO LATER THAN NOON ON MONDAY, SEPTEMBER 28, 2021.

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

Jason Killebrew
City Planner
Date: 9/8/2021

Published Star Progress : 09/16/2021 11487228

SB 2 Planning Grants Application

E. Project Description

*Provide a description of the project and the scope of work to be performed below. Use Appendix A for additional information if necessary. **Note:** If partnering with another local government or entity, be sure to clarify the responsibilities and deliverables of your locality pursuant to such partnership.*

I. Update parking standards (PPA, Obj Standards) - \$45K

Update the zoning code to standardize and provide objective parking standards that appropriately address the contemporary needs of multi-family, accessory dwelling units, and other residential product types. Additionally, remove the current public hearing review requirements to streamline the development process. The City estimates such changes will reduce the entitlement processing time by 3-6 months.

II. Implement administrative approval process (PPA, Exped Process) - \$25K

Update the zoning code to implement an administrative approval process in place of an outdated discretionary review process for many types of new development in specific areas of the city currently governed by Precise Development review requirements. The administrative approval process will provide a more cost-effective and time effective approval path for new and creative housing, and lead to an estimated reduction in entitlement processing time by 3-6 months.

III. Design guidance for accessory dwelling units (PPA, ADUs) - \$30K

Prepare a design guideline tool for ADUs, including easy-to-follow development standards and possibly programmed construction plans that could be pre-approved and "shelf-ready" for construction permit approval. The City estimates such design guidance would streamline and encourage the development of ADUs, reducing entitlement processing time by 3-6 months.

IV. Affordable housing implementation guide (PPA, Exped Process) - \$25K

Prepare a guide that includes simple and clear language for staff and the development community regarding the entitlement and construction of affordable housing. The guide would include best practices and organizational updates for staff on managing the existing affordable inventory, helping to attract new construction and to preserve existing affordable units. The guide would also assist residential developers through easy to follow and graphically-illustrated instructions on submittal needs and process from the preliminary application stage to the construction permit stage. The City estimates such changes will reduce the entitlement processing time by 3-6 months.

RESOLUTION NO. PC 2021-12**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BREA RECOMMENDING THAT THE CITY COUNCIL ADOPT ZONING ORDINANCE TEXT AMENDMENT NO. ZOTA 2021-01, REGARDING EXEMPTIONS AND MODIFICATIONS TO OFF-STREET PARKING REQUIREMENTS****THE PLANNING COMMISSION HEREBY FINDS, DETERMINES, AND RESOLVES AS FOLLOWS:**

1. On September 28, 2021, the Planning Commission of the City of Brea held a duly noticed public hearing on Zoning Text Amendment No. ZOTA 2021-01, which would amend Section 20.08.040 (Off-Street Parking and Loading) of Chapter 20.08 (Development Standards) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code.

2. Based on substantial evidence in the record of its public hearing on ZOTA 2021-01, the Planning Commission finds:

a. Approval of ZOTA 2021-01 is consistent with the City's General Plan. In particular, this ZOTA 2021-01 meets Housing Element Policy 4.2 by providing additional flexibility in parking requirements for housing, such as transit-oriented development, mixed use, and live/work housing to ensure they do not constrain housing development.

b. ZOTA 2021-01 is exempt from the requirements of the California Environmental Quality Act (CEQA) under 14 C.C.R. § 15061(b)(3) because it only modifies certain zoning procedures and does not approve any particular project or development. It can therefore be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

3. The Planning Commission hereby recommends that the City Council of the City of Brea adopt Zoning Ordinance Text Amendment No. ZOTA 2021-01, as shown in Exhibit A attached hereto provided that ZOTA 2021-01 is revised to give the property

owners notice sufficient to file an appeal of the Director of Community Development decision to approve any such modification to the minimum off-street parking requirements.

4. The Secretary of this Commission shall certify to the adoption of this Resolution; and forthwith transmit a copy of said Resolution to the City Clerk of the City of Brea.

APPROVED AND ADOPTED this 28th day of September, 2021.



Chair, Planning Commission

I, Jason Killebrew, Secretary to the Planning Commission of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission of the City of Brea held on the 28th day of September, 2021 by the following votes:

AYES: COMMISSIONERS: Schlotterbeck, Brattain, Phu, Barnes-Ramos, Chandel

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

ATTEST:



Secretary, Planning Commission

DRAFT

**PLANNING COMMISSION MEETING MINUTES
STUDY SESSION
September 28, 2021**

**STUDY SESSION
6:30 p.m. - Council Chambers, Plaza Level**

CALL TO ORDER / ROLL CALL

Meeting called to order at 6:30 pm. All members present.

1. MATTERS FROM THE AUDIENCE

2. BREA 265 PROJECT PREVIEW

City Planner Killebrew provided a presentation.

3. AGENDA ITEMS / CLARIFY REGULAR MEETING TOPICS

None.

**PLANNING COMMISSION
PUBLIC HEARINGS**

7:00 p.m. - Council Chambers, Plaza Level

4. CALL TO ORDER / ROLL CALL - COMMISSION

Meeting called to order at 7 pm. All members present.

Present: Chair Schlotterbeck; Vice Chair Brattain; Commissioner Barnes-Ramos;
Commissioner Phu; Commissioner Chandel

5. INVOCATION - City Planner Killebrew provided the Invocation.

6. PLEDGE OF ALLEGIANCE

Vice-Chair Brattain led the Pledge of Allegiance.

7. MATTERS FROM THE AUDIENCE

Ted Gribble, Brea resident, expressed concerns with impacts to schools and education degradation with the incoming developments within the City of Brea.

APPROVAL OF MINUTES

8. Approval of Planning Commission Meeting Minutes of August 24, 2021 and August 31, 2021.

Motion was made by Vice Chair Brattain, seconded by Chair Schlotterbeck to approve the Planning Commission Meeting Minutes of August 24, 2021 and August 31, 2021.

AYES: Chair Schlotterbeck, Vice Chair Brattain, Commissioner Barnes-Ramos, Commissioner Phu, Commissioner Chandel

Passed

PUBLIC HEARINGS

9. Zoning Ordinance Text Amendment No. (ZOTA 2021-01) to amend Title 20, Chapter 20.08 of the Brea City Code regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential developments within the City of Brea.

Assistant Planner Madrigal-Gonzalez provided a presentation.

After a discussion, Chair Schlotterbeck opened the Public Hearing

- Ted Gribble - Feels some aspects are sound but not as a whole. Wants the Commission to reject the Ordinance as it is written and go back to the drawing board.

Hearing no further testimony, Chair Schlotterbeck closed the Public Hearing.

After much discussion, the Commission decided to add the following verbiage to the resolution:

- ***to give the property owners notice sufficient to file an appeal of the Director of Community Development decision to approve any such modification to the minimum off-street parking requirements.***

Motion was made by Vice Chair Brattain, seconded by Commissioner Phu to approve Zoning Ordinance Text Amendment No. (ZOTA 2021-01) to amend Title 20, Chapter 20.08 of the Brea City Code regulating exceptions and modifications to the minimum off-street parking requirements for multi-family residential developments within the City of Brea.

AYES: Chair Schlotterbeck, Vice Chair Brattain, Commissioner Barnes-Ramos,
Commissioner Phu, Commissioner Chandel

Passed

10. Precise Development No. (PD 2021-01), Conditional Use Permit No. (CUP 2021-08), Tentative Parcel Map No. (TPM 2021-140) and Mitigated Negative Declaration No. (MND 2021-01): A Request to construct a new 126,797 square-foot warehouse building located within 300-feet of a residential zone and adopt a Mitigated Negative Declaration for the site located at 285 North Berry Street and 711 West Imperial Highway in the M-2 (General Industrial) And C-M (Commercial Industrial) Zone.

Associate Planner Jose Barriga provided a presentation.

After a brief discussion, Chair Schlotterbeck opened the Public Hearing.

- The Applicant team, Sara Santomauro and Russell Fenton thanked staff and made themselves available to answer questions.
- Alex Zamora of Santa Ana supports the project

Chair Schlotterbeck closed the Public Hearing.

After a discussion, the Commission asked to make the following changes to the Conditions of Approval:

- ***Revised draft condition of approval ‘y’ and ‘aa’***
- ***Added language ‘MND 2021-01 is hereby adopted’ to draft resolutions***

Motion was made by Vice Chair Brattain, seconded by Commissioner Barnes-Ramos to approve Precise Development No. (PD 2021-01), Conditional Use Permit No. (CUP 2021-08), Tentative Parcel Map No. (TPM 2021-140) and Mitigated Negative Declaration No. (MND 2021-01): A Request to construct a new 126,797 square-foot warehouse building located within 300-feet of a residential zone and adopt a Mitigated Negative Declaration for the site located at 285 North Berry Street and 711 West Imperial Highway in the M-2 (General Industrial) And C-M (Commercial Industrial) Zone.

AYES: Chair Schlotterbeck, Vice Chair Brattain, Commissioner Barnes-Ramos,
Commissioner Phu, Commissioner Chandel

Passed

CONSENT CALENDAR

11. Update to Regular Planning Commission Meeting Schedule

Motion was made by Vice Chair Brattain, seconded by Commissioner Phu to approve Update to Regular Planning Commission Meeting Schedule.

AYES: Chair Schlotterbeck, Vice Chair Brattain, Commissioner Barnes-Ramos,
Commissioner Phu, Commissioner Chandel

Passed

ADMINISTRATIVE ITEMS

12. PLANNING DIVISION UPDATES

No questions from the Commission were raised.

13. COMMITTEE REPORTS

None.

14. INFORMATIONAL / PROJECT UPDATES

None.

15. ADJOURNMENT

Chair Schlotterbeck adjourned the meeting at 9:30 pm.

Respectfully submitted,

The foregoing minutes are hereby
approved this 26th day of October 2021.

Jason Killebrew, City Planner

Melanie Schlotterbeck, Chair

The Orange County Register

1771 S. Lewis Street
 Anaheim, CA 92805
 714-796-2209

5190262

BREA, CITY OF- CITY CLERKS
 1 CIVIC CENTER CIR FL 1
 ACCOUNTS PAYABLE- DONNA
 BREA, CA 92821-5795

PROOF OF PUBLICATIONLegal No. **0011493578****AFFIDAVIT OF PUBLICATION**

STATE OF CALIFORNIA, }

ss.

County of Orange }

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of The Orange County Register, a newspaper of general circulation, published in the city of Santa Ana, County of Orange, and which newspaper has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, under the date of November 19, 1905, Case No. A-21046, that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

10/09/2021

I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Executed at Anaheim, Orange County, California, on
 Date: October 19, 2021.



Signature

**CITY OF BREA
CITY COUNCIL NOTICE OF PUBLIC HEARING FOR A ZONING ORDINANCE
TEXT AMENDMENT NO. ZOTA 21-01**

NOTICE IS HEREBY GIVEN by the City of Brea that a public hearing will be held at a City Council Meeting on **Tuesday, October 19, 2021** at 7:00 p.m., or as soon thereafter as the matter can be heard, in the Council Chambers of the City of Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California 92821, in accordance with State Law and the Brea City Code, to consider the following application:

- Zoning Ordinance Text Amendment No. 21-01 (ZOTA 2021-02) - A proposal to amend Title 20, Chapter 20.08 of the Brea City Code regulating exceptions and modifications to off-street parking requirements for multi-family residential development within the City of Brea.

The City of Brea, in accordance with the California Environmental Quality Act (CEQA), has determined that the proposed project is exempt from the requirement of the California Environmental Quality Act (CEQA) pursuant to Section 15061 of Title 14, Chapter 3, Article 5 of the California Code of Regulations.

Location: Citywide

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

ALL INTERESTED PERSONS are invited to attend said hearing and express opinions on the matters outlined above.

FURTHER INFORMATION MAY BE OBTAINED BY CALLING THE CITY CLERK'S OFFICE AT (714) 990-7756 OR BY EMAILING cityclerksgroup@cityofbrea.net. ALL PERSONS WISHING TO PARTICIPATE BY TELECONFERENCE SHOULD CONTACT THE CITY NO LATER THAN NOON ON TUESDAY, OCTOBER 19, 2021.

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

Lillian Harris-Neal, City Clerk
Date: 10/7/2021 Publish: 10/09/2021 Orange County Register 11493578

From: [Ted Gribble](#)
To: planning@cityofbrea.com; [Killebrew, Jason](#); [Madrigal-Gonzalez, Cecilia](#); [Steinkruger, Tracy](#)
Subject: Tonight's ZOTA Approval
Date: Tuesday, September 28, 2021 10:00:16 PM

Hello,

Please share these comments with the planning commissioners. They (are supposed to) represent me, but I have no idea how to contact them except through planning staff.

Please also be aware that you won't be able to reply to this via your city email since the city (still) hasn't fixed their outgoing email issue to Gmail. Contact Randy Hornsby the city IT manager for more information on this if you care to.

The ZOTA Public Hearing and decision tonight was a major disappointment. Here are a few reasons why:

1. The revision made in-chamber tonight is useless. Sure, to Chair Schlotterbeck's point, anyone can file an appeal to a decision made by the Community Planning Director, but since you are only sending notice to the closest neighbors (~150ft or adjacent), at most 3 people will even have any idea what happened. It could make sense to notice just the closest neighbors of a 6-unit multi-family complex, but the parking impacts of much larger developments such as the 189-unit Brea Plaza Expansion have the potential to impact not only a much larger radius of neighbors, but all users of the Brea Plaza. I appreciate the problem-solving attitude exhibited by city staff and commissioners during the meeting, but you guys totally missed the point here. Vice Chair Brattain was right: commissioners are supposed to represent the voice of the residents and ensure they have the opportunity to have their voices heard, and you all did not do that tonight.
2. I totally support sensible revisions to Brea Municipal/City Code to accommodate special conditions such as shared parking where the temporality of uses do not conflict and such as the special case of a senior housing complex where it's unlikely that residents have cars. I think everyone in the Chamber tonight supported that. The problem is that the language in the ZOTA isn't limited to sensible revisions. It will allow any number of abstract accounting mechanisms and fanciful parking reduction strategies to be used as justification for a reduction in the minimum parking requirements set forth in the Code. Keep in mind that LLG did NOT recommend reducing the minimum parking requirements and that all of Brea's closest neighboring cities require MORE parking spaces per residential unit than Brea does.
3. Even IF an applicant does have a valid justification to reduce their minimum parking requirement, what is wrong with the CUP process? City Planner Killebrew said during the commissioner comment period that removing the Planning Commission's approval requirement could save the project 6 months of development time. How is this possible? Developments can take years to go through the planning process, and a parking deviation is just one of many aspects that have to be approved by the planning commission. The CUP is just added as a part of the ultimate approval of the project. It doesn't take *extra* time. Perhaps Jason was referring to much smaller multi-family developments which otherwise would have a more abbreviated approval process.

In the interest of coming to a more sensible outcome, I propose that the commission direct city staff take this back and work on a bifurcation of the process to allow for streamlining and certainty where it is needed for smaller projects (including the notice and appeal revision made in chamber tonight), but still allowing for public comment and Planning Commission approval for larger projects which have the potential to impact much more of the community.

I'll just add that it was incredibly frustrating to watch and listen to the the staff and commissioners discuss this topic without having the chance to provide further thoughts. It would be way better to allow for a second public comment period prior to a motion being made to vote on the item. I realize you probably can't do anything about this procedure though.

/end of comments for commissioners

I would appreciate it if you would:

- notify me that you have received these comments, have shared them with the planning commissioners. and are duly considering the proposal I have made.
- keep me updated on the result of your consideration of my proposal, and
- place me on the interested parties list for this topic so that I may be made aware well in advance of this ZOTA being brought to City Council

Reminder - you won't be able to respond to me via city email and I believe me I fully understand how frustrating and unacceptable that is. Randy has set up a temporary gmail account for the city clerk so that they can communicate with me and any other gmail accounts or other accounts affected by the issue. You can also call me, but I would prefer documentation of some kind.

Thank you,
Ted Gribble
909-709-7408

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Resolution to Certify Funding and Affirm Commitment to Implement Projects in FY 2022-23 - FY2027-28 OCTA Federal Transportation Improvement Program

RECOMMENDATION

Adopt Resolution No. 2021-063 Certifying Resources and Affirming Commitment to 2023 Federal Transportation Improvement Program (FTIP).

BACKGROUND/DISCUSSION

The Federal Transportation Improvement Program (FTIP) is a short-range program that implements the long-range Regional Transportation Plan (RTP) to improve mobility and air quality. The FTIP is comprised of projects of regional significance that are currently funded with State or Federal funding or are anticipated to receive state or federal funding in the near future. Regionally significant projects are those that would have significant impacts on regional travel, emissions, and air quality within the Southern California Association of Government (SCAG) region. Development and adoption of the FTIP is required in order to receive State and Federal funding. Federal law requires that the FTIP program be updated at least every two years and be financially constrained.

The Orange County Transportation Authority (OCTA) administers the FTIP program for Orange County cities. The base FTIP is updated every two years, which was last updated in December 2020 for the 2021 FTIP. As required by the Federal Highway Administration (FHWA), the FTIP must be a financially constrained program, which means project allocations cannot exceed available funds. To help ensure compliance with the requirements of the FTIP program, particularly related to funding constraints, there is a requirement for agencies that have projects in the FTIP to adopt a Resolution certifying that projects requested for inclusion in the program (FY 2022-23 through FY 2027-28) are financially constrained and that agencies are committed to delivering them. See attached Resolution.

The City of Brea currently has one project in the FTIP, which is the Western Extension to The Tracks at Brea Trail (CIP 7946). This is the final segment connecting the existing trail near Brea Creek Channel to the western City limit. On December 4, 2018, City Council approved submittal of a grant application for this project, which was subsequently approved by the OCTA Board. The scope of the project is to construct a dual tread trail consisting of a ten (10) foot asphalt bike path and a five (5) foot decomposed granite walking/jogging surface. In order to construct these improvements, a fifteen (15) foot wide easement from Union Pacific is needed. Constructing these improvements not only completes the final connection to The Tracks at Brea, but will also fill the gap in the countywide 66-mile OC Loop bicycle trail. Since the grant funding is supported

by federal funds, the project is included in the FTIP and requires the City to adopt the attached resolution.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed staff's recommendation at their October 26, 2021 meeting and recommended to proceed.

FISCAL IMPACT/SUMMARY

To ensure compliance with the requirements of the FTIP Program, the City is required to adopt a Resolution certifying that projects requested for inclusion in the Program (FY 2022-23 through FY 2027-28) are financially constrained and that the City is committed to deliver these projects. Therefore, staff recommends that City Council adopt the aforementioned Resolution, which affirms the City's commitment to the projects, funding and delivery as submitted in the 2023 Federal Transportation Improvement Program. This action has no fiscal impact to the City's General Fund.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Ryan Chapman, Principal Engineer
Concurrence: Michael Ho, Interim Director of Public Works

Attachments

Resolution

RESOLUTION NO. 2021-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA, CALIFORNIA WHICH CERTIFIES THAT THE CITY OF BREA HAS THE RESOURCES TO FUND THE PROJECTS IN THE FY 2022/23 – 2027/28 TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECT IN THE PROGRAM

A. RECITALS:

(i) The City of Brea (City) is located within the metropolitan planning boundaries of the Southern California Association of Governments; and

(ii) The City of Brea City Council has authorized projects for submittal to the Federal Transportation Improvement Program (FTIP); and

(iii) The City is the lead agency for projects and will comply with applicable local, state, and federal provisions including but not limited to the Federal Transportation Improvement Program, California Environmental Quality Act, National Environmental Policy Act, Americans with Disabilities Act, and Buy America; and

(iv) The City agrees to construct Transportation Control Measures projects as noted in the amendments in a timely manner or to assist with finding a substitute project.

B. RESOLUTION:

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED that the City Council of the City of Brea does hereby affirm the City's commitment to the projects submitted in the 2023 Federal Transportation Improvement Program.

PASSED, APPROVED AND ADOPTED this 2nd day of November 2021.

Steven Vargas, Mayor

ATTEST: _____
Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Brea held on the 2nd day of November 2021, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: _____

Lillian Harris-Neal, City Clerk

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Approve Plans and Specifications for Skate Park Upgrades, CIP No. 7914

RECOMMENDATION

Approve Plans and specifications.

BACKGROUND/DISCUSSION

In the fall of 2015 a Request for Proposal (RFP) was issued for design consultants to provide outreach, a concept plan and construction documents for skate park upgrades. Stantec Consulting Services, Inc. was awarded the contract in late 2015. Two outreach meetings were held that included the neighborhood, skaters, and members of the Parks Recreation and Human Services Commission. Additionally, an internal working group of stakeholders from Community Services, Communications and Marketing, the Police Department and Public Works added feedback on the project. A concept plan was developed from the outreach meetings and internal working group that incorporated all the suggestions. Construction documents were initiated.

During the final design, site conditions required changes such as additional geotechnical work, survey, structural engineering for the pool at the south end of the park, and electrical for the sump pump and security cameras. More specifically, the plans now include replacement of 20-year-old concrete ramps; a new manhole with sump pump for the pool; enlarged retaining walls at the south end to accommodate the enlarging and deepening of the pool; reconstruction of slope to the east to gain efficiencies during construction; addition of ADA ramp at the south-west corner by the pool; addition of security cameras; replacement of deteriorating retaining walls at the toe of the east slope; and replacement of skatepark elements that were to remain but now make sense to reconstruct to avoid having old elements trying to blend in with new. All these changes came to light during final design and a decision was made to incorporate into the construction documents in order to deliver a quality project. These changes are consistent with the scope of work that was approved as part of the original CIP project. Plans and specifications have been completed and are available for review in the City Clerk's office and are currently posted on CIPLIST.com for bidding.

The additions and changes above have had a significant impact on the original budget compounded with the current construction climate and supply chain issues. Staff is seeing pre pandemic cost estimates exceed 30% increases in current bids. Current cost estimates project a shortfall in the range of \$700,000-\$900,000. The actual shortfall will be determined after bids are opened on November 29, 2021. Staff will then recommend an award of contract in December 2021 along with a request for an appropriation to cover the shortfall.

COMMISSION/COMMITTEE RECOMMENDATION

This item was reviewed at the Finance Committee's meeting on October 26, 2021 and recommended it for City Council approval. The Committee also discussed potential FUND options for the project.

FISCAL IMPACT/SUMMARY

Staff is recommending approval of the plans and specifications for Skate Park Upgrades, CIP 7914 which is currently out to bid. There is a projected shortfall in the range of \$700,000 to \$900,000. Possible funding sources are being evaluated and specific funding source(s) will be proposed to City Council at the award of construction contract.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Bill Bowlus, Public Works Superintendent

Concurrence: Michael Ho, P.E., Interim Director of Public Works

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: Revisions to the Art in Public Places Policy Manual

RECOMMENDATION

Approve revisions to Brea's Art in Public Places Policy Manual and Adopt Resolution.

BACKGROUND/DISCUSSION

Established in 1975, Brea's Art in Public Places (APP) Program was the first Percent-for-Art Private Development Program in the state and has become a model for similar programs throughout the country. An APP Policy was first adopted via Resolution in 1988, later followed by the adoption of Ordinance No. 1050 in 2001, adding APP Program Requirements into the Brea Zoning Code (§ 20.408.040, subsection C.4.). Ordinance No. 1050 requires that, "all development projects are subject to the requirements contained in the most recently adopted or amended version of the Art in Public Places Manual."

The most recent revision to the APP Policy Manual was adopted via Resolution in 2013. The Policy requires development projects valued at \$1,500,000 or more to install 3-dimensional, large-scale sculpture on-site, equivalent in dollar amount to one percent of the total project valuation. The Policy also provides guidance for proposed sculpture, installation requirements, sculpture ownership requirements, and the process by which sculpture gets approved by the Art in Public Places Advisory Committee. As a best practice, staff intended to regularly update this document to reflect changing trends, improved procedures, etc.

As part of staff's process in recommending updates to the Policy Manual, input was collected from key stakeholders, including staff from the Community Development and Public Works departments, the APP Advisory Committee, the Cultural Arts Commission, Development Committee members and the City Attorney.

In addition to "clean up" language, the following three revisions are included for City Council's consideration: 1. Clarifying requirements for development projects with planned construction near an existing sculpture; 2. Clarifying requirements from applicants requesting an exemption from existing policies; and 3. Categorizing sculpture materials (bronze, corten steel, resins, etc.) as needing special consideration by the Committee prior to approval to ensure permanence, durability and theft-resistance.

Further details about these key areas of revision are included below:

1. Clarifying Requirements for Development Projects with Planned Construction Near an

Existing Sculpture

Current language exists regarding construction on properties with existing sculpture; however, with the repurposing of properties beginning to occur more frequently, staff and the APP Advisory Committee recommend adding language to ensure existing sculpture will be protected throughout any type of construction, as well as indicating construction may trigger additional review by City staff and/or the APP Advisory Committee. With the new language, a letter to City staff will be required of developers explaining the impact of construction, a timeline of those impacts, and efforts that will be taken to protect the sculpture.

2. Clarifying Requirements for Applicants Requesting an Exemption from Existing Policies

This language was recommended by the APP Advisory Committee to aid in their regular review and approval of sculpture applications. The Committee has requested that any exemption requests be submitted in writing as part of sculpture applications, so the Committee can more easily process these requests.

3. Categorizing Certain Sculpture Materials as Needing Special Consideration

With the recent threat of theft against bronze sculpture in Brea, staff has facilitated numerous discussions with the APP advisory Committee on how to address the use of the material in the future. At the Committee and Commission level, staff received support to list bronze as a "Not Recommended" material, with the understanding bronze could still be used if an applicant could demonstrate its durability, permanence, and theft-resistance.

Development Committee members commented that categorizing the material as "Not Recommended," was too strongly worded, and recommended an alternative category: "Materials Needing Special Consideration." Staff believes this suggested change in wording still addresses the concerns of the APP Advisory Committee and Cultural Arts Commission and captures the intent of how to process requests for the use of this material going forward.

COMMISSION/COMMITTEE RECOMMENDATION

At their July 21, 2021, meeting the Art in Public Places Committee reviewed proposed changes to the Policy Manual and recommended for Cultural Arts Commission review.

At their August 18, 2021, meeting the Cultural Arts Commission reviewed proposed changes to the Policy Manual and recommended for Development Committee review.

At their October 8, 2021, meeting the Development Committee discussed the proposed change to the Policy Manual and recommended for City Council approval.

FISCAL IMPACT/SUMMARY

No General Fund impact.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Jenn Colacion, Management Analyst

Concurrence: Chris Emeterio, Assistant City Manager and Carrie Hernandez, Community Services Manager

Attachments

Resolution

APP Policy Manual

RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY BREA APPROVING AND ADOPTING REVISIONS TO THE ART IN PUBLIC PLACES POLICY MANUAL

A. RECITALS:

(i) Section 20.408.040 of Chapter 20.408 of Title 20, the Zoning Code of the City of Brea, requires specified development projects to comply with requirements contained in the most recently adopted or amended City of Brea Art in Public Places Policy Manual.

(ii) The current Art in Public Places Policy Manual has now been revised and updated, effective November 2021. It is the intent of the City Council in adopting this Resolution to approve and adopt the November 2021 Art in Public Places Policy Manual.

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

B. RESOLUTION:

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

1. This Council hereby finds that all of the facts as set forth in Recitals, Part A, of this Resolution are true and correct.

2. The City Council hereby approves and adopts the November 2021 Art in Public Places Policy Manual, the original of which is maintained in the office of the City Clerk in the City of Brea.

3. Following the effective date of this Resolution, the November 2021 Art in Public Places Policy Manual shall supersede and replace all prior versions thereof, but only with

respect to development project applications received on or after the effective date of this Resolution.

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

APPROVED AND ADOPTED this 2nd day of November 2021.

Steve Vargas, Mayor

ATTEST: _____
Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was passed at a regular meeting of the City Council, held on the 2nd day of November, 2021, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAINED: COUNCILMEMBERS:

Dated: _____

Lillian Harris-Neal, City Clerk

City of Brea

Art in Public Places Policy

Manual

November 2021

Adopted by Brea City Council November 2, 2021

Art in Public Places Program
Community Services Department
Cultural Arts Division
714-671-4452

Brea Civic & Cultural Center
1 Civic Center Circle
Brea, CA 92821
714-990-7600
www.cityofbrea.net

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I. INTRODUCTION

Created in 1975 by City Council Resolution, Brea's Art in Public Places Program was designed to work with private developers to integrate three-dimensional sculpture throughout the community. The current Art in Public Places Ordinance No. 1050 was adopted by Brea City Council in 2001. The Art in Public Places requirement is part of City of Brea Zoning Code section 20.408.040 subsection C.4. The current the Art in Public Places Policy Manual was adopted by Brea City Council on November 2, 2021 by Resolution No. 20XX-XX.

Goals of Brea's Art in Public Places (APP) Program are:

- A. Distinguish Brea as a special place to live, work, play, and visit.
- B. Strengthen cultural awareness, creativity, and innovative thinking in the community.
- C. Integrate the vision of artists with the perspective of other design professionals into the planning and design of the urban landscape.
- D. Ensure sculptures are visually accessible to every member of the community.
- E. Provide a means to counterbalance what many consider to be the "negative" effects of development (e.g. construction noise, traffic, congestion, and pollution).
- F. Build a diverse collection of permanent outdoor sculpture by qualified artists and ensure the collection is continually maintained.

Public art is an investment in the cultural vitality and economic development of a community. Sculptures can become place-makers, landmarks, and foster culturally dynamic, economically vibrant communities. Sculpture can increase in value, increase property values, and draw visitors and tenants. Brea's Art in Public Places program provides developers a way to make a lasting and visible contribution to the community and mitigate negative impacts of development. Successful projects involve collaborations between developers, artists, public art professionals, property owners, property tenants, and the City.

We hope your experience with Brea's Art in Public Places Program is positive and the result of our collaboration is a memorable work of art. Together, we make Brea an exceptional place to live, work, and visit.

II. CONTACTS

The sculpture requirement is overseen by the City's Community Services Department Cultural Arts Division. Certain questions, however, may be better addressed by the City's Planning or Building Division. Below is a short list of topics and contact information for your convenience:

Art in Public Places Program, Cultural Arts Division, Community Services Department:

Sculpture requirement; site selection; artist qualifications; APP Advisory Committee; sculpture approval process and deadlines; deposit of sculpture funds; sculpture maintenance, conservation, and replacement; APP Sculpture Collection; APP Policy clarification

Phone: 714-671-4452

Planning Division, Community Development Department:

Non-sculpture related development requirements; new development project lists

Phone: 714-990-7674

Building & Safety Division, Community Development Department:

Building permits for sculpture installation; questions about estimating and calculating the total project building valuation (to calculate the required sculpture allocation)

Phone: 714-990-7689

Code Enforcement Division, Community Development Department:

Notices about compliance with sculpture maintenance or replacement

Phone: 714-990-7764

III. ART IN PUBLIC PLACES SCULPTURE REQUIREMENT OVERVIEW

Developers subject to the Art in Public Places (APP) requirement must select and install permanent outdoor sculpture at their project site. Development projects with a total project valuation of between \$1,500,000 and \$3,999,999 have the option of contributing sculpture allocation funds to Brea's Art Fund in lieu of installing sculpture at the project site. Development projects with a total project building valuation of \$4,000,000 or more must install sculpture at the project site.

Sculpture applications must be approved by the City. Sculpture ownership is bound by covenant to the property in perpetuity and must be maintained by successive property owners. Alteration or removal of sculpture must be approved by the City. Modifications to properties that may impact approved sculpture may require review and approval by the City.

This Manual provides detailed policy guidelines for sculpture requirements; describes the sculpture approval process; establishes requirements for sculpture ownership, maintenance, and replacement; and outlines the process for sculpture related approvals for modifications to properties with existing APP sculpture.

IV. WHICH DEVELOPMENT PROJECTS ARE SUBJECT TO THE SCULPTURE REQUIREMENT?

All development projects (exemptions below) with a total project building valuation of \$1,500,000 or more are subject to Brea's Art in Public Places sculpture requirement. The total project building valuation (for superstructures) is calculated by Brea's Building and Safety Manager using the International Code Council (ICC) Building Valuation Data table in effect at the time of building permit(s) issuance. Current ICC Building Valuation Data information can be found on ICC's website.

A "development project" consists of:

- All structures included on the Uniform Application (part of Brea's Planning Submittal Process).
- Additional plans submitted to the City within one year of issuance of the Certificate of Occupancy for previously approved projects that result in additional square footage.

Projects are subject to the edition of the APP Policy Manual in effect at the time the first building permit is issued.

Exemptions:

- Residential development projects of four or fewer dwelling units
- Places of worship

- Public facilities constructed by nonprofit organizations [501-(c)(3)] or affordable housing projects are issued an exemption on a case by case basis. Contact the City for more information.

Options for meeting the APP requirement are outlined below. For Phased and Master Planned Development Projects, please see page 8 for special requirements. See page 9 for requirements for Combining Sculpture Funds for Multi-Parcel and Multi-Year Projects.

A. Development Projects with a Total Project Building Valuation between \$1,500,000 and \$3,999,999

All development projects with a total project building valuation of between \$1,500,000 and \$3,999,999 are required to:

- Select, purchase, and install permanent outdoor sculpture at the project site that is visible and accessible from public streets

—OR—

- Contribute an amount equivalent to the minimum required sculpture allocation (see How Much is the Sculpture Allocation? on page 8) to Brea's Art Fund in lieu of installing on-site sculpture

1. Contribution to Art Fund in Lieu of On-Site Sculpture

The option to contribute to Brea's Art Fund in lieu of installing sculpture at the project site is available only to projects with a total project building valuation of between \$1,500,000 and \$3,999,999. Contributions to Brea's Art Fund will fund future public art projects on public lands. For details about how to exercise this option, please see What are the Steps to Contribute Sculpture Funds in Lieu of Sculpture? on pages 29-30. For submittal deadlines that may impact your construction schedule, see How do Sculpture Approvals Factor into my Construction Schedule? on pages 10-12.

B. Development Projects with a Total Project Building Valuation of \$4,000,000 or More

All development projects with a total project building valuation of \$4,000,000 or more are required to select, purchase, and install permanent outdoor sculpture at the project site that is visible and accessible from public streets.

C. Acknowledgment of Sculpture Requirement

Developers subject to the sculpture requirement are required to sign and submit the Acknowledgement of Sculpture Requirement (page 42) with part 1 of the sculpture application.

D. Phased and Master Planned Development Projects

Any development project that will proceed in phases or with multiple developers or legal partners will require appointment of a lead developer to collaborate with the City to develop a plan to meet the sculpture requirement. Developers of these projects are urged to meet with staff as early in the development process as possible. The plan shall be submitted for review and approval prior to submittal of part 1 of the sculpture application. The plan shall include:

- Identification of a single contact for the sculpture requirement
- Project description (e.g. location(s), uses, future owners/tenants, architectural style, etc.)
- Time line for phases of construction, including a timeframe for sculpture installation
- Plans indicating the location(s) and number of sculptures

V. HOW MUCH IS THE SCULPTURE ALLOCATION?

The required sculpture allocation is calculated as one percent of the total project building valuation based upon the International Code Council (ICC) Building Valuation Data table in effect at the time the building permit for each superstructure is issued. Any additional plans submitted to the City within one year of issuance of the Certificate of Occupancy that result in additional square footage for a previously approved project will increase the sculpture allocation for a project subject to the APP requirement or may trigger the APP requirement if the total project building valuation reaches \$1,500,000.

For custom home developments, the project's total building valuation will be based on an estimate of the total of the homes' market values, based on lot size and the existing housing market. The sculpture allocation will be one percent of the market value as calculated by Brea's Building and Safety Manager.

For Allowable Expenses from the Sculpture Allocation, see page 13. For Verification of Expenses, see page 14.

A. Confirmation of the Sculpture Allocation

Developers shall submit an estimate of the total project building valuation, including a breakdown of square footage by type of construction and occupancy, with part 1 of the sculpture application or with the contribution to the Art Fund (option available to projects with a total project building valuation of between \$1,500,000 and \$3,999,999 only—see Contribution to Art Fund in Lieu of On-site Sculpture on page 7), whichever is applicable. Developers may request confirmation of the total project building valuation from the Building and Safety Division following issuance of all building permits for structures for a project. The sculpture allocation can only be confirmed by the City following confirmation of the total project building valuation.

B. Exemptions

For some projects, the following two exemptions may apply when calculating the sculpture allocation:

1. First Floor of Parking Structures

For projects that include parking structures, the square footage of the first floor of the structure will not be included in the calculation of total building valuation used to determine the required sculpture allocation. This is intended to provide a credit for the ground level parking that would otherwise be a parking lot. Any floors with non-parking mixed use will be part of the calculation of the sculpture allocation. No exemptions shall be granted for underground parking or buildings that are combinations of office or retail and parking.

2. Development of Properties with Existing APP Sculpture

For development projects valued at \$1,500,000 or more on properties with an existing sculpture in which existing buildings will be demolished and new buildings constructed, an artwork credit will be given for previously permitted square footage to account for prior installation of sculpture created under the Art in Public Places program. Credit will only be given for existing sculpture in good condition that was approved by the APP Advisory Committee. Existing sculpture must be in the condition originally intended by the artist and must meet current APP requirements. Credit will not be given for sculpture on the property that does not meet these criteria.

A new sculpture obligation is required for construction of additional square footage with a total building valuation of \$1,500,000 or more.

C. Combining Sculpture Funds for Multi-Parcel and Multi-Year Projects

Should a developer whose project is on multiple parcels or which will proceed in phases wish to combine or “pool” sculpture allocation funds for a single sculpture, the developer shall collaborate with the City to develop a plan that includes all items listed under Phased and Master Planned Development Projects (page 8), as well as the following:

- A statement that addresses how reducing the number of sculptures throughout the development project will benefit future property owners as well as the community at large
- A description of how the maintenance of the sculpture will be funded, whether multiple property owners’ associations will be involved, and a plan for how the sculpture maintenance financial obligation will be fairly shared if sculpture is on a partner’s property

The plan shall be submitted by the developer(s) and approved by the City prior to submittal of part 1 of the sculpture application. The pooled sculpture allocation for these projects will be an estimate until the building valuations for structures included are confirmed following issuance of all building permits.

VI. HOW DO SCULPTURE APPROVALS FACTOR INTO MY CONSTRUCTION SCHEDULE?

Described below are required sculpture approvals that should be considered when determining construction schedules for projects subject to the APP requirement. Developers are encouraged to meet with staff early in the development process to discuss options relevant to their project for satisfying the APP requirement to ensure the sculpture component proceeds in a timely manner.

For developers who will install sculpture, be aware that the sculpture application is a multi-step process (for details see What are the Steps for the Sculpture Application and Approval Process? on pages 23-28). Each part of the application requires review and approval, which can take up to 30 working days following submittal. Incomplete submittals will delay the process.

For projects with a total project building valuation of between \$1,500,000 and \$3,999,999 who opt to contribute the sculpture allocation to Brea's Art Fund in lieu of installing sculpture at the project site, deadlines also apply that should be considered when determining the construction schedule for a project. Please see below for details.

A. Sculpture Approvals Required Prior to Issuance of Building Permits

No building permit shall be issued for a structure of a development project subject to the Art in Public Places requirement without satisfaction of the requirements listed below.

1. For Projects Installing Sculpture at the Project Site

- Meeting with staff (see pages 23-24 for details)
- Submittal of all required materials for Part 1: Project Overview and Artist Qualifications of the sculpture application (pages 24-25)
- Approval of Part 1: Project Overview and Artist Qualifications by the City and, in some cases, the Art in Public Places Advisory Committee

2. For Projects Contributing Sculpture Allocation Funds In Lieu of Installing Sculpture

- Submittal of Developers Acknowledgment of APP Requirement (page 42)
- Submittal of Notification to Contribute Sculpture Funds in Lieu of On-Site Sculpture Installation (see page 29 for details)

B. Sculpture Approvals Required within Six Months of Issuance of Building Permits

For development projects subject to the Art in Public Places requirement, the requirements below must be satisfied within six months of issuance of building permits. Noncompliance will result in the issuance of a stop work notice and the project will be

subject to administrative penalties and civil remedies per Brea City Code, unless otherwise agreed to by the City.

1. For Projects Installing Sculpture at the Project Site

- Submittal of all required materials for Part 2: Sculpture Plan (pages 25-26) of the sculpture application
- Scheduling of a meeting date for review and approval of Part 2: Sculpture Plan by Art in Public Places Advisory Committee (Committee review meeting dates are set within 30 working days of submittal of a complete application).

2. For Projects Contributing Sculpture Allocation Funds In Lieu of Installing Sculpture

- Site Plan
- Breakdown of square footage by type of construction and occupancy
- Contribution of the confirmed sculpture allocation amount to Brea's Art Fund (see Confirmation of the Sculpture Allocation on page 8)

C. Sculpture Approvals Required Prior to Issuance of Certificates of Occupancy

No Certificate of Occupancy shall be issued for a development project subject to the Art in Public Places requirement without satisfaction of the requirements listed below.

1. For Projects Installing Sculpture at the Project Site

- Securing a building permit for approved sculpture and related components
- Installation of approved sculpture and fulfillment of all related APP requirements
- Submittal of all required materials for Part 3: Sculpture Inspection and Final Report (pages 26-27) of the sculpture application
- Sculpture inspection by the City
- City approval of Part 3: Sculpture Inspection and Final Report by the City and, in some cases, the Art in Public Places Advisory Committee

If the items above have not been satisfied, developers have the option of depositing sculpture funds in trust with the City to release a Temporary Certificate of Occupancy. Please see below for details.

a. Issuance of Temporary Certificate of Occupancy and Depositing Sculpture Funds in Trust

In the event all APP requirements have not been satisfied prior to application for a Certificate of Occupancy, a developer may submit a written request to deposit their sculpture allocation in trust with the City for the completion of approved sculpture. Deposit of sculpture funds by a developer shall allow the release of a Temporary Certificate of Occupancy for the project, if approved by the City.

Please be aware that requests to deposit sculpture funds to be held in trust with the City may take up to 30 working days to process prior to release of the Temporary Certificate of Occupancy.

Requests to deposit sculpture funds shall include a timeframe for satisfaction of all sculpture requirements and documentation of payments made to date. Following the deposit of sculpture funds, the developer shall submit invoices/requests for payments to artists and related contractors to the City for disbursement from sculpture funds held in trust. Requests for disbursement require approval by the developer; therefore, artists and contractors may not submit invoices directly to the City. Disbursements from funds held in trust will take 10 to 14 working days from receipt of a written request. No interest will be paid on funds held in trust.

If this option is selected, all sculpture requirements must be satisfied within one year of the date of deposit. If all requirements have not been satisfied within one year, the City shall then control the decision-making regarding the funds in trust and completion of the public art project.

This option may be subject to development fees.

2. For Projects Contributing Sculpture Allocation Funds In Lieu of Installing Sculpture

- Contribution of any outstanding amount (if applicable) of the confirmed sculpture allocation amount to Brea's Art Fund

II. WHAT EXPENSES ARE ALLOWED FROM THE SCULPTURE ALLOCATION?

Only expenses directly related to the design, fabrication, and installation of sculpture are permitted to be paid from the sculpture allocation. No credit will be given for the value of the sculpture should it be appraised at more than the amount paid by the owner. The appraised value of sculpture cannot be used in lieu of the contract amount paid to the artist for the commission or sale of a sculpture to meet the minimum required sculpture allocation.

A. Allowable Expenses from the Sculpture Allocation

- Artist fees
- Sculpture materials
- Fabrication of the sculpture
- Transportation of the sculpture
- Base, mounting, or pedestal for the sculpture
- Structural engineering for the sculpture
- Building permits for installation of the sculpture

- Identification plaque for the sculpture
- Lighting instruments specifically lighting the sculpture
- Installation of the sculpture
- Motors or subterranean equipment directly necessary for installation of the sculpture
- Water related costs for sculpture that includes artist designed water features (restrictions apply, see page 22) not to exceed 30 percent of the sculpture allocation
- Art consultant fees (if applicable) not to exceed a maximum of 20 percent of sculpture allocation (developers may negotiate an hourly rate for an art consultant's services)
- Any fees paid to public art experts (e.g. art conservators, a qualified appraiser, etc.) required by the City or Committee (if applicable)

B. Expenses Not Allowed from the Sculpture Allocation

- Expenses to locate the artist (e.g. airfare for artist interviews, etc.)
- Architect, landscape architect, or other design professional fees
- Sculpture site preparation (e.g. grading, demolition or removal of other items/structures, running electrical to sculpture site, etc.)
- Landscaping around a sculpture
- Items around the sculpture not conceptualized, designed, and fabricated by a qualified artist, including, but not limited to:
 - Prefabricated water features
 - Ornamental or decorative items in the area around the sculpture
 - Hardscape and seating
- Utility fees associated with activating electronic or water generated sculpture
- Lighting elements not integral to the illumination of the sculpture
- Publicity, public relations, photographs, educational materials, business letterhead or logos bearing the sculpture's image
- Dedication ceremonies, including sculpture unveilings or grand openings

C. Verification of Expenses

Developers shall submit a final budget with part 3 of the sculpture application. Sculpture expenses must meet or exceed the required minimum sculpture allocation. The City may request submittal of copies of financial records in a form acceptable to the City's Financial Services Director that document allowable sculpture expenses paid from the sculpture allocation.

III. WHAT ARE THE REQUIREMENTS FOR SELECTING AN ARTIST?

Developers select artists for their projects, which they may do independently or with the assistance of an art consultant. The City does not maintain a list of approved artists. Selected artists must meet the City's qualification requirements described below. Artists' past public sculpture commissions, including the contract amount paid to the artist, will be verified by the City as part of the artist approval process.

A. Artist Qualifications

An artist must be recognized by critics and peers as a professional practitioner of the visual arts. To assess the qualifications of an artist the Committee will consider the following:

- Artist's body of work
- Educational background
- Formal sculpture training
- Past and current large scale (5 feet or larger) outdoor public sculpture commissions
- Sales of work
- Exhibition records
- Publications

Artists must also have experience in the following areas:

- Successfully collaborating with design teams, architects, art consultants, developers, engineers, fabricators, and landscape architects
- Meeting scheduled deadlines
- Negotiating and contracting their work responsibly
- Conceptualizing, designing, fabricating, and installing large-scale outdoor sculpture similar in scope to the proposed sculpture
- The ability to demonstrate long-term outdoor durability of selected materials

Artists shall have the experience and expertise to create site specific sculpture after consideration of contextual issues related to the development project site, including:

- Architectural style
- Future use and users of the development project
- The community
- The proposed sculpture in terms of its placement within APP Collection

1. Verification of Artist's Past Public Sculpture Commissions

Artists must be able to verify the value of the proposed sculpture based on previous and current public sculpture commissions. A list of past comparable commissions or sculptures sold (e.g. similar in scope, materials, size, etc. to the proposed sculpture) shall be submitted with part 1 of the sculpture application. The list of past commissions shall document amounts paid for similar sculptures by the artist that progressively increase toward or exceed the commission amount for the proposed sculpture.

Current contact information for past commissions is required for value verification. Incomplete or inaccurate information may cause delays in the approval process. The City may request additional records documenting past commission amounts paid, including but not limited to, sales contracts, invoices, and cancelled checks. Gallery list prices or asking prices of works are not necessarily comparable.

Therefore, gallery list prices and asking prices are not acceptable for value verification of the proposed sculpture.

If the value of the proposed sculpture cannot be verified based on the information submitted, the City may choose, at its sole discretion, to have the artist's proposal and/or other completed works appraised by a qualified art appraiser. This expenditure shall be counted toward the total sculpture allocation and shall be borne by the developer. The appraised value of sculpture cannot be used in lieu of the contract amount paid to the artist for the commission or sale of a sculpture to meet the minimum required sculpture allocation. Please see What Expenses are Allowed from the Sculpture Allocation? on page 12-14 for more information.

2. Contracts

Developers shall submit an unsigned copy of the contract with the artist with Part 1 of the sculpture application. Developers and artists may choose to modify their contracts following feedback received after review by the City. The final contract with the artist shall include the Comprehensive Maintenance Plan (pages 20-21). Following approval by the City, the developer shall submit a copy of the final signed contract with part 2 of the sculpture application.

IV. WHAT ARE THE REQUIREMENTS FOR SELECTING AN ART CONSULTANT?

Developers have the option of hiring a qualified, experienced public art consultant to facilitate artist selection, manage the sculpture application process, manage sculpture installation, and ensure all APP requirements have been satisfied. Submittal of an art consultant's current résumé is required with part 1 of the sculpture application. Only fees paid to qualified art consultants will be allowed. Developers may negotiate an hourly rate with art consultants. Art consultant fees are not to exceed 20 percent of the sculpture allocation.

Selected art consultants must meet the following qualification requirements:

- Recognition as a professional in the field of public art by peers and other design professionals
- Educational background and training in public art
- Paid experience consulting for public art projects similar in scope to the proposed sculpture
- Expertise about public artists, installation requirements, public art approval processes, and management of the sculpture installation process
- Experience responsibly negotiating their work, the work of artists, and artist's contractors

V. WHAT DO I NEED TO CONSIDER WHEN SELECTING A SCULPTURE SITE?

Every development site is different, so selecting a location for sculpture will vary based on the design, use, and other features of the project site. Developers shall determine the location for sculpture that is most appropriate for their project. There are, however, several requirements that must be satisfied when selecting the sculpture location.

A. Visibility

One of the goals of the program is to ensure sculptures are visually accessible to every member of the community. Therefore, visibility to the general public is a key criterion in approval of sculpture location. The location of the sculpture is to be indicated on the project's site plan.

Sculpture is to be:

- Located outdoors at the project site
- Easily visible to both motorists and pedestrians
- Not greater than 50 feet from a public street
- Sculpture may not be placed near: signage (temporary or permanent—see details below), sign walls, bus benches, utility boxes, electrical/telephone poles, mail boxes, or items (either on or off the property) that may impede the public's view or diminish the aesthetic value of the sculpture

Exceptions will be considered by the City for large open or enclosed high-traffic public areas, such as shopping malls, which may request to place their sculpture(s) in an interior public location. Submittal of a written request for an exception to the requirement is required. The request shall be submitted with part 1 of the sculpture application and include a description of how the exception meets the spirit and intent of the program.

B. Signage

Lettering, symbols, and/or signage are not permitted upon the sculpture or its foundation except as intended by the artist. Permanent or temporary signage of any type is not permissible on or within proximity of the sculpture. This includes the foreground, background, or adjacent areas of the sculpture. Signage should not distract or diminish the aesthetics of the sculpture when the public views the work from the most accessible vantage points (e.g. intersections, entryways). The Committee will review signage plans with part 1 of the sculpture application and may ask the applicant to provide alternative locations should the signage interrupt the public's view.

Exceptions for signage within proximity of sculpture for certain development projects, such as in-fill and mixed use, will be considered by the City on a case by case basis. If such an exemption is needed for the project, please contact staff as early as possible in the development process to discuss the specifics of the project. Submittal of a written

request for an exception to the requirement is required. The request shall be submitted with part 1 of the sculpture application.

C. Landscaping

The sculpture and base shall be well integrated with the surrounding softscape and hardscape. The artist shall collaborate with the landscape architect to develop a landscape plan suitable for the area surrounding the sculpture, as well as areas approaching the sculpture to ensure a clear view of the sculpture. Long term maintenance (e.g. avoiding trees/shrubs that attract birds that leave guano, dripping sap, present/future height impacting view of sculpture, etc.) should be considered when selecting plant material. Native and drought resistant plants are encouraged. Please contact the City's Planning Division (page 5) for additional landscaping requirements.

The Committee will review all landscape and irrigation plans and ask the applicant to provide alternatives should the landscaping interrupt the public's view or negatively impact the long-term maintenance of the sculpture. A landscape plan shall be included with part 2 of the sculpture application.

D. Irrigation

All sprinklers and irrigation devices shall be directed away from the sculpture to prevent damage. An irrigation plan shall be included with part 2 of the sculpture application.

E. Easements/Encroachments

The developer is responsible for ensuring the proposed sculpture site is available and appropriate for permanent installation of large-scale sculpture. Any permission needed due to Orange County Transit Authority (OCTA), County, or City easements or encroachments must be arranged prior to submittal of the proposed sculpture site with part 1 of the sculpture application.

VI. WHAT ARE THE REQUIREMENTS FOR SCULPTURE?

Sculptures are conceptualized and designed by qualified artists. The following requirements and related art application submittals were developed to help ensure proposed sculpture meets the goals of the program.

A. Artistic Expression and Innovation

Artists shall demonstrate how proposed sculpture will effectively engage the public, and invite a "second look." Works engaging to the public are often described as thought provoking, inspiring, entertaining, clever, whimsical, powerful, reflective or symbolic. Innovation and originality are encouraged and expected. The proposed sculpture should contribute to the diversity of the existing APP Collection. Information about Brea's APP Collection and photos of sculptures in the Collection can be found on the City's website.

Sculptures shall be well integrated with the architecture or style of the development project. Future use and users of the project shall also be considered. Sculptures should

be appropriate in scale, material, form, and content to the social and physical environments.

The Committee takes interest in the artist's creative thought process in relationship to the specific development project. Therefore, existing works are not encouraged. The following will be considered by the Committee:

- Expressive properties (mood, feeling, message, symbolism)
- Formal properties (balance, emphasis/dominance, repetition/rhythm, unity, form/shape, texture, color)
- Relation of the proposed sculpture to the artist's body of work
- Context (response to site, architectural style, use of project, community, APP Collection)
- Artist's collaboration (when applicable) with other design professionals, the art consultant(s), the developer(s), and any resulting impact on the conceptualization and design of the proposed sculpture

B. Scale and Content

Sculpture must be three-dimensional and monumental in scale (excluding base). Monumental is defined as 5 feet or larger in one dimension. Sculpture not traditionally classified as singular, discrete objects and "three-dimensional sculpture" (such as environmental artwork), are not acceptable. Below are examples of types of sculpture that would not be approved by the Committee. This list is not comprehensive, but is provided for illustrative purposes.

1. Examples of Unacceptable Sculpture

- Decorative or ornamental pieces that are not conceptualized, designed, and fabricated by a qualified artist, such as: "off the shelf" decorative items, like garden sculpture; historical markers or bells; bell towers; obelisks; architectural ornamentation or enhancements; art as advertisements or commercial signage mixed with imagery; and busts or statuary memorials are generally not encouraged and will be subject to additional review criteria (see page 36, Donations of Artwork to the City).
- Mass produced reproductions or replicas of original works of art. Exceptions are signed sculptures by the original artist for reproduction (edition limit: five).
- Functional equipment, which may be considered part of an amenities package such as benches, chairs, fountains (for water feature requirements, see page 22), etc. except as conceptualized, designed, and fabricated by a qualified artist.

C. Materials

Sculptures are to be constructed of durable, long-lasting materials that are able to withstand permanent outdoor display and require low levels of maintenance.

1. Recommended materials:

- Stainless steel
- High-grade aluminum
- Hard stone

2. Materials needing special consideration:

- Bronze
- Cor-ten steel
- Wood
- Soft stone (e.g. alabaster)
- Resins/Composites
- Fiberglass
- Rebar will not be acceptable for internal support of sculpture.

If applicants opt to submit a proposal for a sculpture made from materials listed as “not recommended,” the applicant must demonstrate the long-term durability and suitability for permanent outdoor display with a low level of maintenance. Other materials not listed may be considered if use in permanent outdoor sculpture can be documented and durability for permanent outdoor display can be demonstrated.

D. Permanence and Durability

Artists must be able to clearly demonstrate the quality, craftsmanship, and durability of their sculpture. Substantial consideration shall be given to:

- Permanence and weathering
- Structural and surface integrity and stability
- Resistance against theft and vandalism
- The probability of excessive maintenance and repair costs

Rust proof materials must be used. Artists will be asked to provide a breakdown by percentage of metal alloys for bronzes. Thickness and grade/quality of steel works will be reviewed for rust proof durability. Artists shall ensure materials, armature, and connection points (including nuts, bolts, and other metal fixtures) that will be in contact with each other do not produce oxidation and rust. Additional documentation verifying the durability of materials may be requested as part of the approval process.

E. Maintenance

Artists should consider the cost and feasibility of long-term maintenance for their sculpture and are urged to use the lowest maintenance options available. Sculpture that includes materials that require frequent upkeep or replacement will not be approved.

1. Comprehensive Maintenance Plan

A Comprehensive Maintenance Plan shall be included in the Covenants, Conditions, and Restrictions (CC&R) or other legally binding covenant (see Recordation of Sculpture Ownership and Maintenance Obligation on page 21) for the project and submitted with part 2 of the sculpture application. The artist's contract shall specify the timeframe during which the artist will perform maintenance or repairs (typically one year).

The Comprehensive Maintenance Plan shall include:

- Methods of cleaning, including the type of cleaning agent(s) and tools to be used (be specific); how to apply cleaning agents, wax, or other materials; number of coats and drying time; whether the work can be performed by a general maintenance service or must be performed by a professional art conservation service
- Frequency and cost estimates (current) for short term and long-term maintenance, including labor, parts, and refinishing/repainting/repatinization, etc.
- Materials, finishes, sealants, manufacturers' parts cut sheets, brands and mixes of pigment, color samples, bolts, and other materials
- Lighting plan, lighting instrument cut sheets, wattage and type of bulb, timer cut sheets (if applicable)
- Fabricator, foundry, manufacturer, and subcontractor (as applicable) contact information, websites/email addresses, and addresses
- Sculpture designs/plans (if applicable)
- Availability and source for molds, replacement parts, motors, etc. (if applicable) and current costs
- Instructions for removal, crating, and transportation, if necessary, for short term or long-term maintenance (note: removal must be approved by the City)
- Description of vandal and theft resistance measures

Sculpture shall be cleaned on the property where the sculpture is permanently installed unless otherwise agreed upon by the City. The City prohibits removing sculpture from the site for any reason without explicit authorization (see Temporary Removal of Sculpture, page 33, and Relocation or Permanent Removal of Sculpture, pages 33-35).

Artists are urged to consider the environmental impact of the fabrication of their sculpture and the materials used and seek options with the least impact available.

F. Recordation of Sculpture Ownership and Maintenance Obligation

Developers are required to file a covenant, CC&R, or other form reasonably approved by the City Attorney (as applicable to the project) binding on successors to title to the subject property. The document shall include:

- Sculpture ownership requirements (pages 30-35)
- The Comprehensive Maintenance Plan (pages 20-21)
- The source of funding for ongoing maintenance or replacement of the sculpture

A draft of the document shall be submitted with part 2 of the sculpture application. A copy of the recorded covenant or CC&R shall be submitted with part 3 of the sculpture application.

G. Public Liability and Safety

Sculpture will be displayed along major public streets. Sculpture must not disrupt traffic or create unsafe conditions or distractions to motorists and pedestrians that may expose the City or property owner to liability. Consideration should be given to sharp or protruding edges that may pose a danger to pedestrians. Attention should also be given to durability and ability to withstand weight, as property owners are held responsible for repairs resulting from persons climbing, sitting, or otherwise damaging the sculpture.

H. Artist Warranties of Title and Originality

The artist shall sign the Artist Warranties of Title and Originality (page 45) attesting to authorship of the sculpture, which shall be submitted with part 3 of the sculpture application.

I. Multiple Editions

Sculpture that is not unique must be an edition of five or fewer. If the proposed sculpture is one of multiple editions, the applicant shall include the edition number of the piece and provide the location of all other editions. To maintain the value of the proposed work, similar editions may not be publicly displayed within a 50-mile radius of the Brea project site without approval of the Art in Public Places Advisory Committee.

J. Water Features and Fountains

Water feature sculpture or sculpture requiring water, must be conceptualized and designed by an approved, qualified artist in order to be considered. The sculpture must stand on its own should the water cease to function properly. There must be a demonstrated collaboration between the artist and the water feature design company.

Water related costs, such as pump and pool construction, will be evaluated by the Committee for consideration as part of the overall sculpture allocation. Developers are welcome to exceed the minimum required sculpture allocation to construct a water feature. However, water features will not be accepted in lieu of the Art in Public Places sculpture requirement. No more than 30 percent of the total sculpture allocation may be utilized for artist designed water-related costs.

K. Kinetic Sculpture

Artists must demonstrate that kinetic sculpture will move as intended. Artists shall clearly define the type, degree, and frequency of movement, as well as what to expect under a variety of conditions (e.g. the amount of wind needed for a wind sculpture, what to expect under average wind conditions in Brea, etc.). Should the sculpture cease to move, the artist must demonstrate that the sculpture will stand on its own. Input from related experts may be requested by the City and/or Committee to confirm the artist's design and selected materials will move as the artist intends.

L. Lighting and Electrical

Artists are to provide a lighting plan indicating the location of lighting instruments, the type of instrument (manufacturer cut sheets), and wattage and type of bulb with part 2 of the sculpture application.

Sculpture shall be lit from dusk to dawn. Lighting and electronic elements not integral to the sculpture will not be included as part of the sculpture allocation. Review of lighting instruments and other electrical components may be required as part of the building permit process for installation of the sculpture.

Artists are urged to select energy efficient lighting instruments, bulbs, and timers.

M. Sculpture Base, Structural Engineering, and Building Permits

Sculpture is to be permanently secured to the base. A licensed professional engineer must approve and certify the installation plans as structurally sound, safe, and durable. Installation plans approved by a licensed professional engineer shall be submitted with part 2 of the sculpture application. The base shall house only the sculpture, identification plaque, and lighting instruments for the sculpture. A building permit is required for the installation of all sculptures and related lighting components.

N. Identification Plaque

Sculpture shall be identified by a permanent plaque approximately 8 inches x 8 inches. The artist shall designate the plaque location, which shall be permanently installed, using theft-resistant techniques, in a ground location near the sculpture or on the base and list at least the following:

- Sculpture title
- Artist's name
- Installation Year

The Committee must approve any additional plaques that may be requested.

O. Public Art Expert and Community Input

For some proposed sculpture, input by third party experts (e.g. engineers, art conservators, etc.) may be requested by the City or the Committee. The Committee may also request input from the community at large. The expense for these services is to be borne by the developer and cannot be credited toward the sculpture allocation.

P. Unveiling Plans

The developer shall contact the City of Brea's Cultural Arts Division regarding any unveiling or dedication ceremonies for the sculpture. An unveiling or dedication is optional. In the event the developer chooses to conduct an unveiling or dedication, City staff shall, upon request, provide the developer with an invitation list of City Council Members, Commissioners, Art in Public Places Advisory Committee members, and other appropriate guests. City staff shall work with the developer to promote press opportunities and public interest in the sculpture. The expense for these plans is to be borne by the developer and cannot be credited toward the sculpture allocation.

VII. WHAT ARE THE STEPS FOR THE SCULPTURE APPLICATION AND APPROVAL PROCESS?

Below are descriptions of submittals and approvals required for each step of the sculpture approval process. For the required submittals for developers of projects with a total project valuation of between \$1,500,000 and \$3,999,999 who opt to contribute sculpture allocation funds in lieu of installing sculpture at the project site, see What are the Steps to Contribute Sculpture Funds in Lieu of Sculpture? on pages 29-30.

A. Meeting with APP Staff

Developers shall contact Art in Public Places staff as early as possible in the development process to schedule a meeting to discuss Art in Public Places requirements, the sculpture application process, the Committee approval process, and their development project. This meeting is required prior to submittal of part 1 of the sculpture application and prior to issuance of building permits.

B. Submittal of Sculpture Application Materials

The sculpture application process includes submittal of a three-part application. Developers are encouraged to meet with staff to review application materials prior to formal submittal to ensure all requirements have been met. City staff reviews all materials submitted and advises the developer of any incomplete items.

Review and approval of each part of the sculpture application will take up to 30 working days. If any items are found incomplete, the review period will not begin until all outstanding items are received.

1. Sculpture Application Part 1: Project Overview and Artist Qualifications

Part 1 of the application requires administrative review and approval by the City upon receipt of all required materials. Committee review and approval may be necessary for some development projects, such as phased and master planned projects or for projects with special circumstances (e.g. Requests for Exceptions to Sculpture Requirements, page 27). Approval is required prior to issuance of building permits for the project, unless otherwise agreed to by the City.

Submittal of two hardcopies of application materials is required. In the event Committee review and approval are required, nine hardcopies of the application materials will be required. The Committee review meeting will be scheduled within 30 working days of receipt of a complete application packet. For ease of use, please include a table of contents, page numbers, and titles for each section of the application materials.

a. Required Submittals for Part 1 of the Sculpture Application

1. Art in Public Places Application Coversheet (appendix C, page 43)
2. Developer signed copy of Developer Acknowledgement of APP Requirement (Appendix B, page 42)
3. Description of the development project, including architectural style, use, location, architectural renderings, location indicated on a map (e.g. Google maps)
4. Site plan (to scale) indicating the proposed location of the sculpture
5. Photographs of proposed sculpture site taken from different perspectives (e.g. approaching site from major streets, ingress/egress of proposed sculpture site)
6. Signage plan for area around proposed sculpture site
7. Breakdown of square footage by type of construction and occupancy and developer's estimate of the sculpture allocation
8. Artist's current résumé
9. Completed Artist's History of Public Sculpture Commissions (page 44) (if contact information is incomplete or erroneous, the application will be returned as incomplete)
10. Photos, descriptions, and locations of past works (corresponding to Completed Artist's History of Public Sculpture Commissions; additional works of similar scope and materials may also be included)
11. Other collateral (reviews, critiques, articles) of artist's past works
12. Unsigned copy of the contract with the artist
13. Art consultant's current résumé (if applicable)

2. Sculpture Application Part 2: Sculpture Plan

Developers must submit all required items for part 2 of the sculpture application and schedule the Committee review meeting within six months of issuance of building permits. Noncompliance will result in the issuance of a stop work notice

and the project will be subject to administrative penalties and civil remedies per Brea City Code, unless otherwise agreed to by the City.

Developers are encouraged to meet with staff to review application materials prior to submittal. Submittal of nine hard copies of the application materials is required. For ease of use, please include a table of contents, page numbers, and titles for each section of the application materials. Approval of part 2 of the sculpture application is required prior to issuance of the building permit for the sculpture.

a. Required Submittals for Part 2 of the Sculpture Application

1. A copy of the Part 1: Project Overview & Artist Qualifications (above), as approved
2. Artist Warranties of Title and Originality (page 45), signed by the artist
3. Artist's rendering of proposed sculpture
4. Maquette of proposed sculpture (if available—may be brought to presentation)
5. Rendering of proposed sculpture in situ clearly showing the sculpture in relation to the site/building, as the public at ground level would see it (additional perspectives approaching from major streets, ingresses/egresses are also helpful)
6. Distance between sculpture and public street
7. Physical description of the proposed sculpture, including dimensions, materials, finishes, and percentage breakdown of metal alloys
8. Samples of materials and finishes
9. Edition number and locations of other sculptures in the series (if applicable)
10. Artist statements addressing:
 - a. Concept/vision of the sculpture
 - b. How the proposed sculpture fits within the body of the artist's work
 - c. The context of the proposed sculpture relative to the development project site, including architectural style, future use and users of the development project; the community; and the overall APP Collection
11. Landscape plan and irrigation plan (including placement, direction, and type of sprinklers)
12. Lighting plan indicating the placement and direction of lighting
13. Lighting instrument cut sheets and type and wattage of bulbs
14. Sculpture installation plan, including armature description/materials; base description, design, materials, finishes, dimensions; and description of connection points and materials to be used for all connectors (e.g. bolts)
15. Licensed professional engineer's approval of installation plans
16. Projected Sculpture Allocation Budget
17. Signed copy of artist's contract

18. Comprehensive Maintenance Plan (pages 20-21)
19. Draft of the CC&R or other covenant (whichever is applicable) to be filed with the county describing sculpture ownership responsibilities and the maintenance funding source (see Recordation of Sculpture Ownership and Maintenance Obligation on page 21)
20. Target date for installation
21. Unveiling or dedication plans (if applicable)

3. Part 3: Sculpture Inspection and Final Report

Administrative review and approval by the City of part 3 of the application is required prior to issuance of Certificates of Occupancy for projects subject to the APP requirement, unless otherwise agreed to by the City. Submittal of two hard copies of the application materials is required. Documentation of allowable sculpture allocation expenses may be requested by the City as part of the verification of expenses process (see Verification of Expenses, page 14). For some development projects, Committee review and approval may be necessary. In those cases, submittal of nine hard copies of the application materials is required.

If the sculpture has not been installed and part 3 of the sculpture application has not been submitted and approved prior to the need for the project's Certificate of Occupancy, the developer has the option of depositing their sculpture allocation in trust with the City in order to obtain a temporary Certificate of Occupancy pending satisfaction of all APP requirements (for Issuance of Temporary Certificate of Occupancy and Depositing Sculpture Funds in Trust, page 12). It may take up to 30 working days for approval of the request to deposit sculpture funds in trust to obtain a temporary Certificate of Occupancy.

a. Required Submittals for Part 3 of the Sculpture Application

1. Request for Sculpture Inspection
2. Finalized Sculpture Allocation Budget
3. Final executed copy of the CC&R or covenant (whichever is applicable) as recorded with County Recorder describing the sculpture ownership obligation, maintenance funding source, and approved Comprehensive Maintenance Plan

C. Art in Public Places Advisory Committee Review

The Art in Public Places Advisory Committee is the formal body responsible for reviewing and approving proposed sculpture and ensuring Art in Public Places proposals meet program requirements. The Committee sculpture application review check-list can be found on pages 50-52. Please see pages 37-38 for a full description of the Committee and its responsibilities.

Developers, along with their art consultants (if applicable) and artists, shall present application materials and be prepared to answer questions at the Committee sculpture

application review meeting. It is important for the developer to be present at the meeting to receive the Committee's comments and suggestions should the application not be approved in full. The Committee retains the right to ask the developer, artist and/or art consultant to provide further information or demonstrate how the sculpture application meets the review criteria prior to giving their final decision. It may be necessary to reconvene the meeting at a later date to review a revised application.

1. Scheduling the Committee Review

Following submittal of required application materials (see What Are the Steps for the Sculpture Application and Approval Process? pages 23-28), staff will notify the developer of the date, time, and location of the Art in Public Places Advisory Committee review meeting. Committee review and approval is required for part 2 of the sculpture application and may be required for parts 1 and 3 of the sculpture application in some circumstances, such as requests for exceptions to any APP requirements. Developers will be advised by staff of whether parts 1 and 3 will require review and approval by the Committee. The Committee shall meet within 30 working days of the date all application materials are submitted in their complete form.

2. Requests for Exceptions to Sculpture Requirements

Exceptions to Art in Public Places Program requirements are rarely granted and when given, are granted for only highly compelling reasons. Developers wishing to request an exception to an APP requirement are advised to discuss this with staff as early in the project planning process as possible, as delays in the sculpture approval process may affect a project's construction timeframe (see How Do Sculpture Approvals Factor into My Construction Schedule? on pages 10-12). All such requests must be made in writing, must include documentation describing the reason for the request, and must address how the proposal still meets the spirit and intent of the Art in Public Places Program. Requests for exceptions to APP requirements shall be reviewed and approved by the City and/or Art in Public Places Advisory Committee, which can take up to 30 working days.

D. Notification and Follow-Up

The developer shall be notified in writing of the Committee's decision within 14 working days of the review meeting. If the sculpture is approved, any outstanding items must be submitted prior to installation of the sculpture. If the sculpture application is not approved, the reason(s) for denial will be noted, including possible modifications or additions that could lead to approval. Should the developer and/or artist modify their sculpture application, it may be resubmitted to the Committee for reconsideration, and the Committee will reconvene to review modified sculpture application materials within 30 working days of submittal. Staff will notify the developer of the date, time, and location of the Committee review meeting.

1. If the Sculpture Application Is Not Approved

If one part or all of the sculpture application is not approved, developers have the following options:

- Accept the Committee's recommendations and make the requested modifications.
- Select a different artist to create a new design and begin the sculpture application process again.
- Appeal the Committee's decision to the Cultural Arts Commission (See Appeal Process below).
- Submit a final appeal to the Brea City Council, if the Cultural Arts Commission does not approve the initial appeal (See Appeal Process below).

2. The Appeal Process

The developer must file a written appeal with the Cultural Arts Commission within 14 working days of notification of the Art in Public Places Advisory Committee's decision. The City does not grant an unlimited number of appeals. All items being appealed should be addressed in the written appeal. Upon filing an appeal, the Director of Community Services shall set the hearing date and time and notify the applicant. The Cultural Arts Commission will receive the original application, written reports, and the appeal request. The Commission may affirm, reverse, or modify in whole or in part any Committee decision or requirement. Brea City Council shall only review appeals which are denied by the Cultural Arts Commission. A written appeal to the Brea City Council must be filed with the City Clerk within 14 working days of the Commission's decision. Brea City Council's decision shall be final and conclusive.

VIII. WHAT ARE THE STEPS FOR CONTRIBUTING SCULPTURE FUNDS IN LIEU OF INSTALLING SCULPTURE?

The option to contribute to Brea's Art Fund in lieu of installing sculpture at the project site is available to projects with a total project building valuation of between \$1,500,000 and \$3,999,999. Funds contributed to Brea's Art Fund will be used for future public art projects on public lands. This option is voluntary and no interest will be paid on sculpture allocation funds contributed that are returned to developers for any reason. Following contribution of the total sculpture allocation amount, the APP requirement will be deemed satisfied by the City unless additional plans increasing the square footage of the project are submitted within one year of issuance of the Certificate of Occupancy (see Which Development Projects are Subject to the Sculpture Requirement on pages 6-8).

For developers of eligible development projects who wish to exercise this option, steps and relevant deadlines are described below.

A. Step 1: Notification to Contribute Sculpture Allocation Funds

For eligible development projects who wish to contribute sculpture allocation funds in lieu of installing sculpture, the following items must be submitted prior to issuance of building permits, unless otherwise agreed to by the City:

1. Developer Acknowledgment of APP Requirement (page 42)
2. Notification to Contribute Sculpture Funds in Lieu of On-Site Sculpture Installation

Eligible developers must submit a written notification, signed and dated by the developer(s) of the project, signifying their wish to contribute the full amount of the required sculpture allocation for the project in lieu of installing sculpture at the project site. The notification must include a statement acknowledging that the sculpture allocation amount contributed to meet the Art in Public Places requirement for the project is subject to change should any additional plans be submitted to the City within one year of issuance of the Certificate of Occupancy that result in additional square footage for the previously approved project. The notification must also include a statement acknowledging that no interest will be paid on sculpture allocation funds returned for any reason.

B. Step 2: Confirmation of Sculpture Allocation Amount

Prior to contributing the total sculpture allocation amount for a project to Brea's Art Fund, developers must confirm the total project building valuation. Requests for confirmation of the total project building valuation may be submitted following issuance of building permits for all structures of a project (see Confirmation of the Sculpture Allocation on page 8). Submittal of following items is required:

1. Site plan for the project
2. Breakdown of square footage by type of construction and occupancy for the project
3. Request to confirm the total project building valuation

C. Step 3: Contribution of Sculpture Funds

The items below must be submitted within six months of issuance of building permits, unless otherwise agreed to by the City. Noncompliance will result in the issuance of a stop work notice and the project will be subject to administrative penalties and civil remedies per Brea City Code.

1. Contribution in an amount equivalent to the total sculpture allocation for the project

D. Step 4: Contribution of Outstanding Sculpture Allocation Funds (if applicable)

If, for any reason, the total sculpture allocation amount has not been contributed to Brea's Art Fund within six months of issuance of building permits, any outstanding amount must be contributed prior to issuance of the Certificate of Occupancy.

IX. WHO IS RESPONSIBLE FOR SCULPTURE MAINTENANCE?

Sculpture is installed by developers and is to remain on the property in perpetuity. Property owners and their successors in interest are legally responsible for maintaining their sculpture in the condition intended by the artist as approved by the City and are responsible for replacing the sculpture should it be damaged beyond repair, destroyed, or stolen.

The Cultural Arts Commission or its designee shall inspect each sculpture for damage or maintenance concerns. Property owners will be informed of the results of inspections, including needed maintenance or repair. Property owners will be subject to Code Enforcement action for failure to comply with the maintenance requirements of this program.

A. Sculpture Ownership Responsibilities

Property owners shall complete needed maintenance, restoration, repairs, etc. within 30 days of notification by the City, unless otherwise agreed to by the City. Property owners shall notify the City when needed maintenance has been completed. Staff will inspect the sculpture to ensure all APP maintenance requirements have been satisfied. Maintenance not completed within this timeframe is subject to Code Enforcement action and may delay future issuance of building permits or Certificates of Occupancy, unless otherwise agreed to by the City.

1. Ongoing Maintenance

Sculpture shall be maintained according to the artist's instructions provided in the Comprehensive Maintenance Plan, including, but not limited to recommended frequencies for:

- Cleaning
- Waxing
- Repainting (if applicable)
- Replacement of parts

The following conditions must be maintained at all times:

- Sculpture and base are clean and damage free
- Landscape, hardscape, signage (permanent or temporary), etc. do not interfere with or detract from the view of the sculpture
- Sprinkler spray is directed away from sculpture
- Water, electronic, and kinetic sculptures are in good working order

- Sculpture is lit according to the approved lighting plan during evening and nighttime hours
- Lighting fixtures used to illuminate sculpture are in good working condition and meet all current safety standards
- Sculpture identification plaques remain in the location designated by the artist or are replaced according to City requirements if damaged or stolen
- Sculpture shall be cleaned on the property where the sculpture is permanently installed, unless agreed upon by the City. The City prohibits removing sculpture from the site for any reason without explicit, written authorization.

a. Funding of Maintenance

Developers and/or property owners are required to establish and maintain a source of funding to maintain the sculpture on a routine and permanent basis. The sculpture maintenance funding source is to be described in the Covenants, Conditions, and Restrictions (CC&R) or covenant filed with the County (see Recordation of Sculpture Ownership and Maintenance Obligation, page 21).

b. Sculpture Insurance

Public sculpture must remain permanently installed at the site as a condition of project approval, as stated in the CC&R, or in a recordable agreement, binding on successors to title to the subject property. In the event a sculpture is damaged, destroyed, or stolen, the property owner is legally responsible for repairing or replacing the sculpture (see Replacement of Sculpture page 35). The City urges sculpture owners to insure their sculpture for the replacement value, not for the purchase price, as sculpture often increases in value over time.

2. Repairing or Restoring Damaged Sculpture

The property owner is responsible for repairing sculpture in the event of damage and/or vandalism. Damaged sculpture shall be repaired as closely as possible to the original approved sculpture. If repair or restoration is needed, the original artist must be given first refusal on repairs for a reasonable fee. If the original artist is not available or is unwilling to perform the required repairs for a reasonable fee, the owner shall make arrangements for repairs with a reputable art conservator or other qualified professional. Property owners are encouraged to obtain several bids from qualified professionals.

The owner shall submit, in writing, the plan to repair or restore a sculpture, which shall include a description of repairs, timeframe for repairs, and a target date for completion. Property owners shall notify the City once repairs and/or restoration are complete. Sculpture will be inspected by staff to ensure all APP requirements have been satisfied. If temporary removal of a sculpture is necessary to complete repairs or restoration, please see Temporary Removal of Sculpture, page 33, for additional requirements.

Repairs shall be completed within 60 days unless otherwise agreed to by the City. Repairs not completed within this timeframe shall be subject to Code Enforcement action and may delay issuance of future building permits, Certificates of Occupancy, or other City related approvals.

3. Modification of Sculpture

Alteration of a sculpture affects the artist's rights and has serious legal consequences for property owners (see Appendix A, Visual Arts Laws for Artists and Sculpture Owners pages 39-41). Sculpture owners wishing to modify or alter a sculpture may not do so without legal written consent from the original artist describing specific changes to which the artist has agreed, who will perform the modification, and any related changes to the maintenance plan.

Any changes agreed to by the artist must be submitted for consideration and approval by the Art in Public Places Advisory Committee. Requests for modification of sculpture must be made in writing and include an explanation for the changes, the artist's consent, and a timeframe for completion. If a sculpture owner is unable to locate the artist or the artist's estate (if the artist is deceased), owners should submit an explanation of steps taken to locate the artist and/or the artist's estate, and submit this with the request for modification of the sculpture.

The City may request submittal of additional items depending upon the nature of the modification. Alteration of sculpture is only approved for the most compelling reasons. Requests for the modification of sculpture may take up to 30 working days for review and approval by the Committee.

Property owners shall notify the City once approved modifications are complete. Sculpture will be inspected by staff to ensure all APP requirements have been satisfied. Approved sculpture modifications must be complete within 60 days of approval unless otherwise agreed to by the City. Approved modifications not completed within this timeframe shall be subject to Code Enforcement action and may delay issuance of future building permits, Certificates of Occupancy, or other City related approvals.

4. Temporary Removal of Sculpture

The temporary removal of a sculpture requires City approval and is only granted for compelling reasons, such as sculpture restoration or risk of damage to a sculpture due to construction on the property. Requests for temporary removal of sculpture must be made in writing and submitted for review and approval by the City, which may take up to 30 working days. The request shall include the following:

- An explanation for the request
- Plan for restoration/repairs (see Repairing or Restoring Damaged Sculpture, page 32)

- A timeframe for reinstallation, including date of removal and date for reinstallation
- A plan for safe removal and secure storage of the sculpture

If approved, sculpture must be reinstalled by the date indicated for reinstallation in the request. Sculpture owners shall notify the City when the sculpture has been reinstalled. Sculpture will then be inspected by the City to ensure all APP requirements have been met. Sculpture owners who do not reinstall their sculpture within the approved time frame will be subject to Code Enforcement action and may also delay issuance of future building permits, Certificates of Occupancy, or other City related approvals, unless otherwise agreed to by the City.

5. Relocation or Permanent Removal of Sculpture

The indefinite removal of a sculpture from permanent display affects the artist's rights and has serious legal consequences for the property owner (see Appendix A, Visual Arts Rights Laws for Artists and Sculpture Owners, pages 39-41). Sculpture owners wishing to relocate or permanently remove a sculpture may not do so without legal written consent from the original artist and approval by the City. The City will not authorize permanent removal of public sculpture except under the most extenuating circumstances.

Requests must be made in writing, include the artist's written consent, and a plan with a timeframe for relocation or replacement (see Replacement of Sculpture, page 35). If a sculpture owner is unable to locate the artist or the artist's estate (if the artist is deceased), owners should submit an explanation of steps taken to locate the artist and/or the artist's estate, and submit this with the request for relocation or removal of the sculpture.

Requests for relocation or removal of sculpture must be submitted to the Art in Public Places Advisory Committee for their consideration and approval, which may take up to 30 working days. Incomplete submittals may delay the approval process.

Below is a list of items to be submitted for Committee consideration of plans for relocation or permanent removal of sculpture. As circumstances vary, the City may request submittal of additional items.

- An explanation for the request
- The artist's written consent, including the artist's approval for permanent removal or relocation to a new site and any related modifications to the sculpture or sculpture site as originally approved by the City, such as a new base, new lighting plan, landscaping, etc.
- If unable to locate the artist or the artist's estate (if deceased), an explanation of the steps taken to locate the artist and/or estate

- Plans for how the sculpture will be removed without damage and plans for secure storage of the sculpture
- Current maintenance costs, source of ongoing funding, and future maintenance costs and funding source (if applicable)
- Draft of amended CC&R or covenant to be filed with the County reflecting sculpture ownership and maintenance (see Recordation of Sculpture Ownership and Maintenance Obligation, pages 19-20) should the relocation of the sculpture result in a change in sculpture ownership and ongoing maintenance funding (if approved, final executed copy must be submitted to the City prior to reinstallation)
- Plan and time line for reinstallation
- Budget for reinstallation and unsigned copies of any relevant contracts (signed copies must be submitted to the City if approved)
- Any sculpture application items relevant to reinstallation of the sculpture in the new location (e.g. site plan, installation plans approved by a licensed professional engineer, lighting plans, landscape/irrigation plans, etc.)

If approved, relocated sculpture must be reinstalled by the date for reinstallation indicated in the request or shall be subject to Code Enforcement action. Sculpture owners shall notify the City when the sculpture has been reinstalled. Sculpture will be inspected to ensure all APP requirements have been satisfied. Sculpture owners who do not reinstall their sculpture within the approved time frame will be subject to Code Enforcement action and may delay issuance of future building permits, Certificates of Occupancy, or other City related approvals, unless otherwise agreed to by the City. If approval is given for permanent removal of sculpture, a new sculpture that meets all current APP requirements must be installed as a replacement (see Replacement of Sculpture below).

6. Replacement of Sculpture

In the event the sculpture is destroyed, damaged beyond repair, stolen, or otherwise removed from the site, the property owner shall notify the City in writing as soon after the event as possible. Property owners shall replace the sculpture with a sculpture that complies with all Art in Public Places requirements in effect at the time of replacement. The property owner shall submit sculpture application materials (see What Are the Steps for the Sculpture Application and Approval Process? on pages 23-28 for more information), along with documentation that the artist or, if deceased, his or her estate, has been notified about the destruction/theft of his or her sculpture, for review and approval by the Art in Public Places Committee. Review and approval may take up to 30 working days. Incomplete application packets will delay the approval process.

The multi-step sculpture application, approval, and replacement process shall be completed within one year of sculpture removal/theft unless otherwise agreed to by the City. Property owners who do not replace approved sculpture within the 12-

month timeframe will be subject to Code Enforcement action and may delay future issuance of Building Permits, Certificates of Occupancy, or other City approvals for the property.

The minimum required allocation for the replacement sculpture can be calculated in two ways: the fair market appraisal value of the sculpture when it was in good condition prior to damage or destruction as determined by a qualified fine art appraiser or the sculpture allocation calculated when the sculpture was commissioned adjusted for inflation, as calculated by Brea's Administrative Services Director. Art insurance is highly recommended for sculpture.

X. MODIFICATIONS OF PROPERTIES WITH EXISTING APP SCULPTURE

A. Construction on Properties with Existing Sculpture

Because of the variety of types of construction and possible ways it may impact existing sculpture, the City urges property owners with existing sculpture on their properties to meet with staff early in the planning process. Art in Public Places staff is available to discuss sculpture requirements as they relate to your proposed project. Even smaller construction projects such as the addition of permanent signage within proximity of a sculpture may require City and/or APP Committee review and approval to ensure changes to the property meet APP requirements.

Property owners should review requirements described in this manual prior to initiating construction on their property. Depending on the nature of the changes to your property and potential impact on the sculpture, approvals by the City may be required prior to issuance of building permits or Certificates of Occupancy. At minimum, construction occurring on properties with existing sculpture would require an applicant to submit a letter to City staff explaining the impacts of construction and efforts to be taken to protect the art piece. At maximum, construction occurring on properties with existing sculpture would require applicants to submit Parts 1, 2, and/or 3 of the submittal (as outlined on pages 24-26), as determined applicable by City staff.

For development of properties with existing APP sculpture in which existing sculpture will be demolished and new construction adds square footage, see Development of Properties with Existing APP Sculpture, page 9.

B. Subdivisions of Properties with an Existing Sculpture

Property owners who wish to subdivide a parcel in which an existing Art in Public Places sculpture is located must submit a plan for the sculpture ownership and maintenance to the City for review and approval prior to subdivision. The City may request additional items depending on the nature of the proposed subdivision and possible impact on the

sculpture. Some requests may require review and approval by the Art in Public Places Advisory Committee. Review and approval may take up to 30 working days.

The subdivision plan shall include the following:

- The location of the sculpture, current ownership contact information, and current sculpture maintenance funding source
- A map showing the current parcel and a map showing the proposed subdivision
- Documentation that the current sculpture owners and new proposed owners (if applicable) have approved any changes in sculpture ownership that may result from the subdivision and any changes in the sculpture maintenance funding source
- A draft of new covenant or CC&R (whichever is applicable) reflecting sculpture ownership, maintenance obligation, and funding source (see Recordation of Sculpture Ownership and Maintenance Obligation, page 21-22)
- Following approval, the property owner shall submit a copy of the recorded covenant or CC&R reflecting the addition of requirements for sculpture ownership and the artist's maintenance instructions

XI. DONATIONS OF ARTWORK TO THE CITY

Individuals, businesses, and/or groups wishing to donate artwork of any style, size, or medium, with an estimated value over \$5,000 shall provide a written request setting forth their offer to the Cultural Arts Commission. The Commission shall use established review criteria to evaluate the proposed work of art, artist, and proposed location. Other considerations may include costs to the City (e.g. transportation, installation, insurance, routine maintenance, and long-term conservation) and the impact of the donation on existing art programs (e.g. number of existing donations by the same artist).

In addition to the established review criteria, donations of memorials shall be reviewed based on the following:

- Does the memorial represent broad community values?
- Does the significance of the person(s) or event being memorialized have a timeless quality and make a statement to future generations?
- Is there some specific geographic justification for the memorial being placed at the proposed location?

If the donation is an outdoor sculpture or is a proposal to create an outdoor sculpture for display on public property (e.g. Brea Civic & Cultural Center, Brea Community Center, City parks), the proposal shall first be referred to the Art in Public Places Advisory Committee, then to the Cultural Arts Commission. Proposals which are denied by the Cultural Arts Commission may be appealed to City Council. Formal gifts presented to the City Council by government contacts and sister cities shall only be reviewed according to this procedure at the sole discretion of City Council.

XII. BREA'S ART IN PUBLIC PLACES ADVISORY COMMITTEE

A. Responsibilities

The Art in Public Places Advisory Committee is the formal body responsible for reviewing all sculpture applications in order to ensure compliance with the Art in Public Places program criteria, as established by City Ordinance. Responsibilities include attending all public sculpture review meetings, exercising judgment that is fair and consistent with policy guidelines, advising the Cultural Arts Commission and the City Council on all public art related issues, and upholding the reputation and integrity of the Art in Public Places Program and the City of Brea. The Committee meets on an as needed basis.

The Committee consists of:

- A member of the City Cultural Arts Commission appointed by the Chair of the Cultural Arts Commission
- A member of the City Planning Commission appointed by the Chair of the Planning Commission
- A member of the Parks, Recreation and Human Services Commission appointed by the Chair of the Parks, Recreation and Human Services Commission
- Four City Council appointed representatives who have a passion for the Art in Public Places Program and are Brea residents.

B. General Eligibility Criteria

- Brea Resident
- Enthusiastic commitment to the betterment of the community
- Oriented toward service to people and sensitive to their needs
- Must understand the relationship with the City Council and the Committee's role as an extension of the Council
- Able to demonstrate education, experience and commitment in the visual arts, including sculpture

C. Length of Term

Each member is appointed for a term of two years, commencing with appointment at the first Commission meeting of the calendar year. Upon term expiration, the Cultural Arts Commission, Planning Commission and Parks, Recreation and Human Services Commission will appoint members to the Art in Public Places Committee, following appointment of new Commission members. Recruitment for the four member-at-large positions is posted bi-annually in alternating years and the Mayor and City Council review all applications in January for appointment and reappointment.

Visual Arts Laws for Artists and Sculpture Owners

Several federal and state laws protect the rights of visual artists and art owners. The following is only a partial listing. For more details, the City recommends that the artist and/or owner consult a lawyer specializing in visual art and copyright laws. NOTE: The laws and codes cited in this Appendix are subject to change without prior notice.

I. 1980 California Art Preservation Act

California Civil Code Section 987 et seq. applies to artwork sold or created after 1980. The Civil Code states that no person except the artist can deface, mutilate, alter or destroy a piece of art. "...The physical alteration, or destruction of fine art, which is an expression of the artist's personality, is detrimental to the artist's reputation and therefore have an interest in protecting their works of fine art against any alteration or destruction."

II. Visual Artists Rights Act of 1990

The Visual Artists Rights Act of 1990 (VARA) 17 USC Sections 101, 106A, 107, 113, 301, 411, 412, 501, 506, amends copyright law providing new rights for visual artists for artworks sold or created after June 1, 1991. The rights contained in the law extend for the life of the artist. The legislation creates a uniform, national standard for protecting visual artists' rights. It provides a mechanism for the visual artist to claim authorship of a work he or she created, as well as to prevent the use of his or her name on a work he or she did not create. The bill makes clear that this right includes the right to publish a work anonymously or under a pseudonym. The artist also has a right to demand that his or her name be removed from a work in the event of a distortion, mutilation, or other modification of the work to which the artist has not consented, and is prejudicial to his or her honor or reputation. In addition, the Act provides for a legal course of action to allow an artist under specified circumstances to prevent the destruction, distortion, mutilation, or modification of a work of visual art. In any such action, the artist has the burden of establishing that the alteration of the work is harmful to his or her professional honor or reputation.

A. Works Covered

The Visual Artists Rights Act of 1990 is limited only to "work of visual art," defined as a painting, drawing, print, or sculpture existing in a single copy or in a limited edition of 200 copies or less. The copies of a limited edition must be signed and consecutively numbered by the artist. In the case of multiple casts, carved or fabricated sculpture, the work must be a limited edition of 200 or less, be consecutively numbered by the artist, and bear the signature or "other identifying mark" of the artist.

The destruction of a work of recognized stature by an intentional act or an act of gross negligence is a violation of the artist's right and would subject the person destroying the work to suit for damages by the artist.

This law states several exceptions to the artist's rights. First, a modification of a work that is a result of the passage of time or the inherent nature of the materials is not actionable. Second, the modification of a work that is the result of conservation or the public presentation of the work including lighting and placement is not actionable unless the modification of the work is caused by gross negligence.

If a work was created prior to the effective date, the rights under the statute apply if title to the work has not been transferred prior to the effective date.

B. Transfer and Waiver

Only the artist has the rights created by VARA 1990. No rights may be transferred under this Act. Rights may be waived if the artist agrees to waive his/her rights in writing. In the case of a joint work, a waiver made by one artist waives the rights for all artists of the joint work. The transfer of ownership of a copy of a work of visual art does not constitute a waiver of rights.

C. State Law Preemption

The Visual Artists Rights Act attempts to create a uniform national standard with respect to the rights of integrity and attribution. Therefore, the Act preempts or extinguishes all legal or equitable rights that are equivalent to the rights conferred by the Visual Artists Rights Act. This general rule of preemption is subject to three important exceptions. First, the Act does not preempt rights, which are not equivalent to the rights contained in the bill; for example, California's resale royalty statute would not be preempted by this Act. Second, the statutes, which extend rights beyond the life of the artist, are not preempted by this Act. Finally, this Act does not preempt a cause of action arising from undertakings commenced before the effective date of the statute.

D. Remedy

Like copyright infringement, an artist who seeks to assert his or her rights under the statute may do so by filing a lawsuit in federal court. An artist may seek an injunction to claim authorship or disclaim false authorship of a work or to prevent distortion, mutilation or destruction of a work as outlined above. If the distortion, mutilation or destruction has already occurred, the artist can sue for damages. The artist can either establish the actual damage to his or her honor or reputation or claim the statutory damages of up to \$10,000. If the artist prevails in court, the judge may also order the defendant to pay the artist's attorney fees.

E. Removal of Visual Art from Buildings

1. If a work of visual art has been incorporated or made part of a building in such a manner that removal of the work would cause the destruction, distortion, mutilation or other modification of that work, the rights shall not apply if the artist consented to the installation of the work in the building before the effective date of the law. In addition, these rights shall not apply if the artist and the building owner have executed

a written statement that installation of work may subject the work to destruction, distortion, mutilation, or other modification, by reason of its removal.

2. If the owner of building wishes to remove a work from a building and the work can be removed without its destruction, distortion, etc., the artist's rights will apply but there are exceptions. The right will not apply if the owner has notified the artist, in writing, that he or she intends to remove the work, and the artist has failed to respond to the owner's notice that the artist must either remove the work or pay for its removal within ninety days after receiving the owner's written notice. The written notice must be sent by registered mail to the artist at his or her most recent address. If the work is removed at the artist's expense, title to that copy of the work belongs to the artist.
3. In order to give the artist the practical opportunity to remove works which have been incorporated into buildings, the Register of Copyrights has established a system or records whereby the artist of work that has been incorporated in or made part of a building can record his or her identity and current address. This system provides the artist with the opportunity to update his/her personal information. In addition, the system provides the owners of buildings with the opportunity to record evidence of their efforts to comply with the law.

F. Relevant Codes

A copy of the law can be found: Federal Code; Visual Rights Act of 1990, 17 USC Sections 101, 106A, 107, 113, 301, 411, 412, 501, 506. Materials written above were excerpted from "Congress Passes Visual Artists Rights Act," National Artists Equity, autumn 1990.

City of Brea Art in Public Places Program Developer Acknowledgment of APP Requirement

The Art in Public Places (APP) program provides developers a way to make a lasting and visible contribution to the community to mitigate impacts of development. The current APP Ordinance No. 1050 was adopted by Brea City Council in 2001. The current APP Manual was adopted by City Council Resolution No. _____ on _____. The APP requirement is also found in City of Brea Zoning Code section 20.408.040 subsection C.4.

APP requirements are described in Brea's APP Policy Manual. Projects valued at \$1,500,000 or more must allocate 1 percent of the total project building valuation (based on ICC Building Valuation Data tables in effect at the time building permits are issued) to install permanent outdoor sculpture by a qualified artist at the project site. Sculpture is to remain on the property in perpetuity, with a covenant approved by the City, executed and filed with the County of Orange Recorder binding on successors to title of the subject property, which describes sculpture ownership responsibilities, the sculpture maintenance funding source, and includes a copy of the Comprehensive Maintenance Plan provided by the artist. Projects with a total project building valuation of between \$1,500,000 and \$3,999,999 have the option of contributing to the sculpture allocation to Brea's Art Fund. Projects with a total building valuation of \$4,000,000 million or more must install permanent on-site outdoor sculpture designed and fabricated by a qualified artist selected by the developer and approved by the City.

All requirements are described in Brea's current APP Manual. Satisfaction of the APP requirement is a multi-step process with deadlines that should be considered when developing a construction schedule. As part of the process, developers are required to:

- A. Meet with Cultural Arts Division staff to discuss their project and the sculpture requirement and satisfy part 1 of the sculpture application or, for projects with a total building valuation between \$1.5 and \$3.99 million who opt to contribute sculpture allocation funds, submit a Notification to Contribute Sculpture Funds, prior to issuance of Building Permits for their project.
- B. Submit part 2 of the sculpture application with all required materials and schedule a Committee review date or, for projects with a total building valuation between \$1.5 and \$3.99 million who opt to contribute sculpture allocation funds, contribute the confirmed sculpture allocation amount to Brea's Art Fund, within 6 months of issuance of building permits. Noncompliance will result in the issuance of a stop work notice.
- C. Install approved sculpture and related components, satisfy part 3 of the sculpture application, and complete the sculpture inspection requirement or, for projects with a total building valuation between \$1.5 and \$3.99 million who opt to contribute sculpture allocation funds, contribute any outstanding sculpture allocation amount to Brea's Art Fund, prior to issuance of Certificates of Occupancy for the project.

Project Name: _____ Project Location: _____

Developer: _____ Phone: _____

Address: _____ Email: _____

Estimated Art Allocation: _____

I attest to the fact that I have read and understand, and agree to be bound by, the requirements of Brea's Art in Public Places Program as a condition of approval of my Project.

Signature _____ Date _____

City of Brea Art in Public Places Program
ART IN PUBLIC PLACES APPLICATION COVERSHEET

Date Submitted:	
Estimated Minimum Sculpture Allocation:	Total Building Valuation:
Project Name:	
Project Location/Address:	
Developer:	Contact Person:
Address:	
Phone:	Email:
Property Owner:	
Address:	
Phone:	Email:
Art Consultant:	
Address:	
Phone:	Email:
Artist:	
Address:	
Phone:	Email:

City of Brea Art in Public Places Program
ARTIST'S HISTORY OF PUBLIC SCULPTURE COMMISSIONS

Please list works similar to the proposed sculpture in order from most recent to older commissions.
 See *Verification of Artist's Past Public Sculpture Commissions* on page 13 for details. Use additional sheets if needed.

Artist Name _____ Project _____

Title	Medium	Dimensions	Purchaser, Phone Number, and Email	Location	Date of Commission	Commission Amount
Proposed work for Brea:					To be determined	

City of Brea Art in Public Places Program Artist Warranties of Title and Originality

The City of Brea's Art in Public Places (APP) Program provides opportunities for artists to integrate their unique perspectives permanently into the cityscape. Sculpture is to be conceptualized, designed, fabricated, and installed by qualified artists (see Artists Qualifications, pages 14-15 of Brea's APP Policy Manual), their staff, and/or contractors. Sculpture is to be original or an edition of 5 or fewer; similar editions may not be displayed within a 50 mile radius of the project site without prior approval by the City. Sculpture requirements are described in Brea's Art in Public Places Policy Manual, City of Brea Ordinance No. 1050, and City of Brea Zoning Code section 20.408.040 subsection C.4.

A. The Artist represents and warrants that:

The Sculpture is solely the result of the artistic effort of the Artist; and

The Artist has full and complete legal authority to create and transfer complete ownership of the Sculpture to the Developer; and

Except as otherwise disclosed in writing to the City and the Developer, the Sculpture is unique and original, or an edition of ___ of five or less, and does not infringe upon any copyright or other intellectual property right; and

No similar edition is on display within a 50 mile radius of the project site.

Artist Name: _____

Title of Sculpture: _____

Project Location: _____

Developer: _____

Artist Phone: _____

Artist Address: _____

I declare under penalty of perjury under the laws of the State of California that all of the above information is true and accurate, and that if found to be other than true and accurate, I may be eliminated from current and future consideration for participation in this program.

Signature

Date

SAMPLE

**City of Brea Art in Public Places
Sculpture Allocation Breakdown**

Artist Design	\$ _____
Sculpture Materials	\$ _____
Sculpture Fabrication	\$ _____
Art Consultant (If applicable)	\$ _____
Transportation of Sculpture	\$ _____
Sculpture Base	\$ _____
Structural Engineering	\$ _____
Lighting/Electrical (for sculpture only)	\$ _____
Water Related Expenses (if applicable)	\$ _____
Art Appraisal (if applicable)	\$ _____
Other Expenses (please list)	
_____	_____
_____	_____
_____	_____
_____	_____
*TOTAL	\$ _____

**The total should equal or exceed the minimum sculpture allocation for the project.*

SAMPLE

City of Brea Art in Public Places CONTRACT OF SALE FOR A WORK OF ART

[NOTE: ARTIST AND COLLECTOR MUST OBTAIN THEIR OWN LEGAL ADVICE BEFORE RELYING ON OR USING THIS FORM OF AGREEMENT]

AGREEMENT made as of the ___ day of _____ in the year _____ between _____ - _____ (herein referred to as the Collector) located in _____ and _____ (herein referred to as the Artist) located in _____, with respect to the sale of a sculpture (herein referred to as the Work).

WHEREAS the Artist has created the Work and has full right, title, and interest therein; and

WHEREAS, the Artist wishes to sell the Work; and

WHEREAS, the Collector has viewed the Work and wishes to purchase it.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual obligations, covenants, and conditions hereinafter set forth, and other valuable considerations, the parties hereto agree as follows:

A. DESCRIPTION OF THE ARTWORK AND WARRANTY:

[Include title, style, medium, dimensions, weight, year of creation, and any other description.]

The Artist represents and warrants that:

The Work is solely the result of the artistic effort of the Artist; and

The Artist has full and complete legal authority to create, sell and transfer complete ownership of the Work to the Collector; and

Except as otherwise disclosed in writing to the City and the Collector, the Work is unique and original, or an edition of ___ of five or less, and does not infringe upon any copyright or other intellectual property right; and

No similar edition is on display within a 50 mile radius of the project site.

B. SALE AND PAYMENT

The Artist hereby agrees to sell the Work and Collector agrees to purchase the Work for a purchase price of _____. Payment shall be made in _____ installments:

- a. A deposit of \$_____ (____%) upon the signing of this Agreement.
- b. A payment of \$_____ (____%) upon _____.
- c. A final payment of \$_____ (____%) upon delivery of the completed Work.

C. DELIVERY AND INSTALLATION

[Specify location of delivery and who is responsible for shipping and installation charges.]

D. RISK OF LOSS AND INSURANCE

The risk of loss or damage to the Work shall pass to Collector upon completion of installation. The provision of any insurance to cover such loss or damage shall be the responsibility of the Collector upon completion of installation.

E. MAINTENANCE

The Collector agrees to abide by the Maintenance Instructions of the Artist listed below, as a condition of sale of the Work.

[Artist instructions, including methods, materials, frequency of routine cleaning, and suggested practices for occasional preservation treatments or conservation.]

F. NON-DESTRUCTION

Collector will not undertake or permit any intentional destruction, damage, or modification to the Work.

G. RESTORATION

Artist agrees to be responsible for repairs, not arising from intentional damage or neglect, for up to ___ year(s) (typically one year), without charge to the Collector. Collector agrees to notify Artist before any restoration is undertaken and the Artist shall have first opportunity to restore the Work, for a reasonable fee, if beyond the aforementioned time limit.

H. FUNDING SOURCE

Collector agrees to establish a funding source for necessary on-going maintenance. A homeowner's association has been designated (if applicable) to fund and care for the Work on the Collector's behalf, as specified by the Artist in this Agreement.

I. COPYRIGHT AND REPRODUCTION

The Artist reserves all reproduction rights, including the right to claim statutory copyright, in the Work. All approved reproduction shall bear copyright notice with the Artist's name and date. Artist agrees that he or she shall not permit more than five (5) editions of the Work to exist.

J. MISCELLANEOUS

The Agreement shall be binding upon the parties hereto, their heirs, successors, assigns and personal representatives. The Agreement constitutes the entire understanding between the parties; only an instrument in writing assigned by all parties can modify its terms. A waiver of any breach of any of the provisions of this Agreement shall not be construed as a continuing waiver of other breaches of the same or other provisions hereof. The laws of the State of California shall govern this Agreement.

IN WITNESS WHEREOF the parties hereto have signed this Agreement as the date first set forth above.

ARTIST

DATE

COLLECTOR

DATE

[NOTE: ART CONSULTANT AND HOA ARE NOT PARTIES TO THIS AGREEMENT]

Sculpture Maintenance Contact (the City will contact this person for future needs)

Person Name, Title:

Company:

Mailing Address:

Phone/Fax:

E-mail:

Art in Public Places Program

ADVISORY COMMITTEE CHECKLIST

Date: _____ Developer: _____

Project Name: _____ Project Location: _____

Artist: _____ Sculpture Title: _____

Committee Members: _____

Criteria	Meets Criteria	Does not Meet Criteria	Comments
I. Art Consultant Qualifications			
Experience with public art projects of similar scope			
II. Artist Qualifications			
Education/training in sculpture			
Exhibit records & collections			
Commissions/experience with large scale permanent outdoor artwork of similar scope/materials			
Verification of past commission amounts			
Copy of contract			
III. Artwork Site			
Clearly visible to motorists & pedestrians from a public street			
No more than 50 feet from public street			
No signage, utility boxes, landscaping, or other items limiting public view			

Criteria	Meets Criteria	Does not Meet Criteria	Comments
IV. Artwork Concept/Design			
Conceptualized and designed by approved artist			
Original and does not infringe upon any copyright (editions limited to 5)			
Artwork is site specific or site appropriate			
Scale: 5' or larger (excluding base)			
Considered place in the APP Collection			
Proposal demonstrates how work will engage public interest (e.g. provokes discussion, intrigues, entertains, etc.) Is community input/survey requested?			
Artistic Content (for discussion only): <ul style="list-style-type: none"> • Expressive properties (mood, feeling, message, symbolism) • Formal properties (balance, emphasis, color, repetition/rhythm, unity, form/shape, texture) 			
V. Artwork Materials/Maintenance			
Comprehensive maintenance plan			
List/samples of materials, finishes, manufacturer information, fabricator information, fabrication plans			
Permanent, weather, and rust resistant media, armature, and base; foundry materials breakdown by percentage Is art conservator or public art expert input requested?			
Resistant to vandalism and graffiti			
Landscape will not pose future visibility or conservation problems			

Criteria	Meets Criteria	Does not Meet Criteria	Comments
Irrigation plan indicates water spray is directed away from sculpture			
Maintenance plan demonstrates the work is low maintenance			
Is art conservator or public art expert input requested?			
Maintenance fund established			
VI. Installation			
Base well integrated to landscape			
Lighting plan and lighting instruments			
Sculpture identification plaque location indicated			
Installation plans approved by Licensed Professional Engineer			
Poses no liability or safety problems			
VII. Forms/Contracts/Documentation			
Signed Developer Acknowledgment of APP Requirement			
Signed copy of contract with artist			
Signed Artist Warranties of Title & Originality			
Signed copy of contract with art consultant (if applicable)			
Copy of recorded covenant or CC&R's			

Committee requests for input, conditions of approval, etc.:

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Resolution to Establish an Election Procedure for Chairperson and Vice Chairperson of the Art in Public Places Advisory Committee

RECOMMENDATION

Adopt Resolution No. 2021-064

BACKGROUND/DISCUSSION

The Art in Public Places Advisory Committee was created in 1984 along with the first adopted Art in Public Places Policy Manual. At the time of the Committee's creation City staff served as liaisons to this Committee. Later in 1988, the Committee was changed to be made solely of community members - one (1) at-large member and a member each from the Planning Commission and the Cultural Arts Commission. Since this time, the at-large member has unofficially served as the Chairperson of this Committee. In 2013, the Committee was expanded to also include a representative from the Parks, Recreation and Human Services Commission.

The make-up of the Committee was most recently changed by City Council Resolution in February 2021. The current members are four (4) at-large members appointed by the full City Council, and one representative each from the Planning Commission, the Cultural Arts Commission and the Park, Recreation and Human Services Commission.

Earlier this year, the Art in Public Places Committee had a discussion about creating a formal process for electing a Chair since one has never existed. The members unanimously supported a process by which the Committee would annually elect a Chair and Vice Chair and that those roles would be filled by the at-large members. This is due to the fact that the Commission representatives have the ability to serve as Chairperson or Vice Chairperson for their respective Commissions, and this will give a unique opportunity to the at-large members. The interest of the Committee would be to have this election take place each year following City Council's Commission and Committee appointment process. The first election of Chairperson and Vice Chairperson will likely occur in January or February 2022.

COMMISSION/COMMITTEE RECOMMENDATION

Both the Art in Public Places Committee and Cultural Arts Commission supported the implementation of this election procedure.

FISCAL IMPACT/SUMMARY

No General Fund impact.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Jenn Colacion, Management Analyst

Concurrence: Chris Emeterio, Assistant City Manager and Carrie Hernandez, Community Services Manager

Attachments

Resolution

RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA TO ESTABLISH AN ELECTION PROCEDURE FOR CHAIRPERSON AND VICE CHAIRPERSON OF THE ART IN PUBLIC PLACES ADVISORY COMMITTEE

A. RECITALS:

(i) The City Council has heretofore established advisory committees composed of City staff and members of the public to review various City activities and policies and make recommendations thereon to the City Council.

(ii) City Council Resolution No. 2021-12 increased the Art in Public Places Advisory Committee membership so that it is composed of seven (7) voting members consisting of four (4) at-large public members appointed for two (2) year terms by the City Council, and one member each from the Planning Commission, the Cultural Arts Commission, and the Parks, Recreation and Human Services Commission appointed annually by the Chairs of the respective Commissions.

(iii) This Resolution is intended to establish an election procedure for Chairperson and Vice Chairperson of the Art in Public Places Advisory Committee.

B. RESOLUTION:

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

1. The Art in Public Places Advisory Committee shall annually elect a Chairperson and a Vice Chairperson, and may create and fill such other offices as it may

RESO NO. 2021-
November 2, 2021

determine. The Chairperson and the Vice Chairperson shall be one of the at-large public members and shall serve at the pleasure of the Committee.

APPROVED AND ADOPTED this 2nd day of November, 2021.

Steve Vargas, Mayor

ATTEST: _____
Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Resolution was passed at a regular meeting of the City Council, held on the 2nd day of November, 2021, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAINED: COUNCILMEMBERS:

Dated: _____

Lillian Harris-Neal, City Clerk

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

RECOMMENDATION

Make the following findings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) the COVID-19 state of emergency continues to directly impact the ability of the members of the City's legislative bodies (including commissions and committees) to meet safely in person. There is no impact to the General Fund for this item.

BACKGROUND/DISCUSSION

On March 4, 2020, Governor Newsom proclaimed a state of emergency to exist in California due to the spread of COVID-19. This proclamation is still in effect. The Governor subsequently issued numerous executive orders suspending or modifying state laws to facilitate the response to the emergency. Among other things, these executive orders superseded certain Brown Act requirements and established special rules to give local public agencies greater flexibility to conduct teleconference meetings. The special rules included provisions allowing local public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment; without having to use teleconference locations that are publicly accessible; and without having to identify teleconference locations on the agenda. Those special rules expired on September 30, 2021.

On September 16, 2021, in anticipation of the then-imminent expiration of his special rules for teleconference meetings, Governor Newsom signed AB 361. In key part, this bill amended the Brown Act to establish special requirements for teleconference meetings if a legislative body of a local public agency makes two findings pursuant to Government Code Section 54953(e)(3). Like the special rules in the Governor's executive orders, the special Brown Act requirements in AB 361 include provisions allowing public agencies to conduct teleconference meetings without having to provide a physical location from which the public may attend or comment; without having to use teleconference locations that are publicly accessible; and without having to identify teleconference locations on the agenda. The AB 361 special Brown Act requirements are scheduled to be repealed on January 1, 2024.

In order for a local public agency to be subject to the AB 361 special Brown Act requirements for teleconference meetings, a legislative body of a local public agency first must make a finding that it has "reconsidered" the circumstances of a declared state of emergency. Second, there must be a finding that such emergency continues to directly impact the ability of legislative body members to meet safely in person. Alternatively, for the second finding, there must be a finding

that state or local officials continue to impose or recommend social distancing measures. These findings must be made within 30 days after the first teleconference meeting under AB 361 and every 30 days thereafter. The City Council last made these findings on October 19, 2021.

FISCAL IMPACT/SUMMARY

There is no fiscal impact. In order for the City's legislative bodies to continue to have the option to conduct teleconference meetings under AB 361, the City Council must make the two findings specified in that bill. Making these findings allows the City's legislative bodies (including commissions and committees) to utilize the teleconference meeting flexibility provided by AB 361 based on the health and safety circumstances of their members. It is sufficient for the City Council to make these findings, and the findings do not separately have to be made by a commission or committee that conducts teleconference meetings pursuant to AB 361. This action does not require the City Council, or any particular commission or committee, to conduct teleconference meetings.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Terence Boga, City Attorney

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Approval of Memorandum of Understanding between the City of Brea and the Brea Police Management Association.

RECOMMENDATION

Adopt resolution approving Memorandums of Understanding (MOU') with the Brea Police Management Association (BPMA).

BACKGROUND/DISCUSSION

The economic and social disruption caused by the COVID-19 global pandemic has been devastating and impacted city operations including labor relations. All our labor contracts expired in June 2020 and due to the pandemic, we worked with the majority of labor association to delay contract negotiations for one year. As the public health orders started to allow for more in person meetings, the City's negotiation team began to meet with various employee associations to try and reach agreement on terms and conditions of employment for new labor contracts (Memorandums of Understanding or MOUs). Considerable progress was made rather quickly, and a successor MOU with the Brea Police Management Association is now ready for City Council consideration. The terms reached in the attached agreement are consistent with the maximum financial authority provided to the City's bargaining team by the City Council.

Over the last few years contracts with employee associations have reflected modest changes to the terms of employment, reflecting the City's policy for maintaining a balanced budget with an eye to sustaining healthy reserves. In this proposed contract, salaries have been maintained in the first year and instead a 5% salary adjustment is proposed in the second year. In the third year of the contract, a three percent (2%) cost of living increase in salaries is scheduled. Another two percent (2%) cost of living increase is scheduled for the last six months of the contract.

In addition, the contract also includes an update to MOU language on how employees are able to use their maximum annual sick leave accruals of personal sick leave per fiscal year to deal with medical and/or dental needs of immediately family members. We are also proposing to modify MOU language to provide that paid leave shall be regarded as hours works for purposes of calculating federally mandated overtime payments. These two items will help us remain competitive in the labor market as these benefits are standard in comparable jurisdictions.

Lastly, special assignment and vehicle allowance benefits are being extended to the newly created Detective Bureau Lieutenant position.

FISCAL IMPACT/SUMMARY

The City has been working with labor groups to prudently “hold the line” on personnel costs for several years now. However, these contract adjustments are needed for the City to stay competitive in the current labor market if Brea is going to continue to attract and maintain quality public safety management employees. The City’s bargaining team has been meeting in good faith with BPMA and have now reached tentative agreements with this employee association. The Association has already ratified this agreement. This action authorizes the City to enter into new a MOU (labor agreement) with BPMA through December 31, 2023. The estimated net financial impact of entering into the agreement with this association for FY 2020-21 through December 31, 2023 (FY 2022-23), or three and one-half years is \$473,090.

The net financial impact is \$473,090 to the General Fund. The adopted budget for FY 2021-22 and projected budgets for FY 2022-23 and FY 2023-24 already include \$44,254, \$89,555 and \$135,680, respectively for the General Fund for a total of \$269,489. The remainder of cost of \$203,601 will be included in the FY 2021-22 First Quarter Budget Adjustments and programmed in the FY 2022-23 and FY 2023-24 budgets as applicable. There are sufficient revenues over expenditures projected to cover these costs.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Mario E. Maldonado, Human Resources Manager

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Resolution - BPMA

MOU

RESOLUTION NO. 2021 - _____

**A RESOLUTION OF THE COUNCIL OF THE CITY OF
BREA APPROVING MEMORANDUM OF
UNDERSTANDING WITH THE BREA POLICE
MANAGEMENT ASSOCIATION**

A. Recitals

(i) Chapter 10, Division 4, Title 1, of the Government Code of the State of California was amended effective January 1, 1969, for the purpose of promoting improved employer-employee relations between public employers and their employees by establishing uniform and orderly methods of communication between employees and the public agencies by which they are employed;

(ii) Government Code Section 3507 empowers a City to adopt reasonable rules and regulations after consultation in good faith with representatives of its employee organizations for the administration of employer-employee relations;

(iii) Pursuant to the provisions of the Employer-Employee Relations Resolution No. 06-62 of the City of Brea, the City of Brea has recognized the Brea Police Management Association as the majority representative of employees in the police management bargaining unit for the purpose of meeting its obligations under this Agreement, the Meyers-Milias-Brown Act, Government Code Section 3500, et seq., when City Rules, Regulations or laws affecting wages, hours and/or other terms and conditions of employment are amended or changed.

(iv) The duly authorized representatives of the City and the Brea Police Management Association have met and conferred in good faith and have reached

agreement on changes in wages, hours and terms and conditions of employment.

(v) The Brea Police Management Association membership has ratified the agreement.

B. Resolution

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

The Memorandum of Understanding representing an agreement to changes in wages, hours, and terms and conditions of employment for the term of July 1, 2020, through December 31, 2023, by the City and the Brea Police Management Association (Exhibit A), is approved.

APPROVED and ADOPTED THIS 2nd DAY OF NOVEMBER 2021.

Steven Vargas, Mayor

ATTEST: _____
Lillian Harris-Neal, City Clerk

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing resolution was introduced at a regular meeting of the City Council of the City of Brea, held on the 2nd of November 2021, and was adopted by the following votes:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAINED: COUNCILMEMBERS:

DATED: _____

Lillian Harris-Neal, City Clerk

EXHIBIT A

Memorandum of Understanding

BETWEEN

THE CITY OF BREA

AND

**THE BREA POLICE
MANAGEMENT
ASSOCIATION**

JULY 1, 2020 THROUGH DECEMBER 31, 2023



**Brea Civic & Cultural Center
Human Resources Division
1 Civic Center Circle
Brea, CA 92821
www.cityofbrea.net**

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF BREA
AND
THE BREA POLICE MANAGEMENT ASSOCIATION
JULY 1, 2020 THROUGH DECEMBER 31, 2023**

This Memorandum of Understanding (MOU) is made and entered into by and between the duly authorized representatives of the City and the Brea Police Management Association.

A. Recitals

(i) The parties hereto have met and conferred in good faith pursuant to the Meyers-Milias-Brown Act, Government Code Section 3500, et seq., and have reached agreement on changes in wages, hours and terms and conditions of employment.

(ii) The parties hereto have agreed upon the wages, hours, and terms and conditions of employment as set forth herein in order to encourage effective recruitment and retention of well-qualified employees and to foster and reward employees' potential, performance, professional attitude, morale and pride in work. The Brea Police Management Association employees hereby acknowledge these expectations.

B. Agreement

Now, therefore, the parties hereto agree as follows:

ARTICLE I – RECOGNITION

Pursuant to the provisions of City of Brea Employer-Employee Relations Resolution No. 06-62, the City of Brea (hereinafter called the "City") has recognized the Brea Police Management Association (hereinafter called the "Association") as the exclusive representative of employees in the bargaining unit, which includes full-time employees in the classifications of Police Captain and Police Lieutenant.

ARTICLE II – NONDISCRIMINATION

The City and the Association agree that they shall not discriminate against any employee because of race, color, gender, age, national origin, marital status, sexual preference, political or religious affiliations, and/or disability, except as may be required for compliance with Federal or State law, or exercise of rights under the Meyers-Milias-Brown Act. The City and the Association shall re-open any provision of this Agreement for the purpose of complying with any final order of a Federal or State agency or court of competent jurisdiction

requiring a modification or change in any provision or provisions of this Agreement in compliance with Federal or State antidiscrimination laws.

Disability Discrimination Laws

Because the Federal and State disability laws require accommodations for individuals protected by those laws, and because these accommodations must be determined on an individual, case-by-case basis, the parties agree that the provisions of this Agreement may be disregarded in order for the City to avoid discrimination relative to hiring, promotion, granting permanency, transfer, layoff, reassignment, termination, rehire, rates of pay, job and duty classification, seniority, leaves, fringe benefits, training opportunities, hours of work or other terms and privileges of employment only to the extent necessary to reasonably accommodate an individual covered by the respected laws, who meets the minimum requirements (as defined under these laws) for the position, and who has notified the employer of his/her disability.

The Association recognizes that the City has the legal obligation to meet with the individual employee to be accommodated before any adjustment is made in working conditions. Prior to disregarding any provision of the Agreement in order to undertake required accommodations for an individual protected by the law, the City will provide the Association with written notice of its intent to disregard the provision, and will allow the Association the opportunity to meet and confer over modifications of the Agreement on a case-by-case basis. Failure to reach agreement shall not preclude the City from implementation during the term of this Memorandum of Understanding.

Any accommodation provided to an individual protected by the law shall not establish a past practice, nor shall it be cited or used as evidence of a past practice in the grievance/arbitration procedure.

ARTICLE III – SCHEDULING/HOURS OF WORK AND ASSIGNMENTS

4/10 Work Schedule

The City has implemented a structured, synchronized 4/10 work schedule for the Police Captains and the Police Lieutenant assigned to Administration.

The City and the Association agree that the implementation of the structured, synchronized 4/10 work schedule shall be the sole responsibility of the City, consistent with the needs of the community. Concurrent with its obligations under the Meyers-Milias-Brown Act, the City and the Association will meet and confer at any time prior to any change, revision, or elimination of the structured, synchronized 4/10 work schedule. Failure to reach agreement on any change, revision or elimination of the structured, synchronized 4/10 work schedule shall not preclude the City from implementation during the term of this Memorandum of Understanding.

The Police Chief shall designate work schedules. The Police Chief may alter the work schedule of an employee subsequent to the consideration of departmental workload, operational efficiency, and staffing considerations. The Police Chief shall report any work schedule change in writing to the City Manager, where such change impacts a significant number of employees.

ARTICLE IV – SALARY AND WAGE PLAN

Salary

Salaries effective during the term of this MOU, are listed in Exhibit "A", attached hereto and made a part thereof.

Effective the first full payroll period commencing on or after July 1, 2021, the "base salary" of each classification shall be increased by five percent (5%).

Effective the first full payroll period commencing on or after July 1, 2022, the "base salary" of each classification shall be increased by two percent (2%).

Effective the first full payroll period commencing on or after July 1, 2023, the "base salary" of each classification shall be increased by two percent (2%).

Merit Increases

Employees who have not reached the top step of the assigned salary range for their classification shall be eligible for an annual merit increase.

OVERTIME AND COMPENSATORY TIME

Overtime

Police Lieutenant Watch Commanders shall be compensated at their regular rate of pay for all hours worked in excess of their normally assigned shift. Police Lieutenants shall be compensated at a rate of time-and-one-half when working patrol supervisor shift coverage. If a Lieutenant is assigned to a task force or special enforcement program funded by the state or federal government, and overtime worked under that program is reimbursable at a rate of time-and-one-half, the City will pay the Lieutenant at that rate. The time-and-one-half rate is not applicable unless the City is reimbursed fully for that cost.

Paid leave time (e.g., vacation, sick leave, holidays, and compensatory time) shall be counted as hours worked for the purposes of determining eligibility for overtime pay within a work period.

Compensatory Time

Subject to the approval of the Police Chief, or designee, a Police Lieutenant Watch Commander may elect to take compensatory time off in lieu of receiving pay for hours worked in excess of forty (40) in a work week. An employee who requests and is approved for compensatory time off in lieu of pay is entitled to one (1) hour of compensatory time off for each hour for which he/she would otherwise be entitled to pay.

Subject to the approval of the Police Chief, or designee, an employee may request to "bank" up to a maximum of one-hundred twenty (120) hours of compensatory time (representing one hundred twenty [120] hours of time worked) in lieu of receiving pay. The use of banked compensatory time shall be subject to the approval of the Police Chief, or designee.

Payoff of Accrued Compensatory Time

Employees may request a payoff of a portion of accrued compensatory time in May and November of each year. The May and November payoffs shall be processed with the employee's regular payroll check. Employees must request the payoff by April 10 and October 10 respectively each year to receive the payoff in May and November. The May payroll period may also contain a payoff of accumulated holiday hours (refer to Article V of this Memorandum of Understanding).

SPECIAL PAYS

Bilingual Pay

An employee required to speak in Spanish or other languages as deemed necessary by the Police Chief in addition to English as part of the regular duties of his/her position, shall be compensated at the rate of \$200 per month in addition to the employee's regular rate of pay for the first language spoken in addition to English. Each additional language spoken after the first shall be compensated at the rate of \$25 per month.

The Human Resources Officer shall designate which languages shall be eligible for Bilingual Pay based on community needs.

The Human Resources Manager shall administer the taking of competency tests to certify the employee as eligible for Bilingual Pay based on the employee's proficiency in speaking Spanish or other languages. Such certification shall be a condition prior to qualifying for Bilingual Pay.

An employee may become eligible for Bilingual Pay at any time. An employee must be recertified immediately prior to each anniversary date of his/her certification to continue to be eligible for Bilingual Pay. If the employee fails to reapply or to become recertified, the Bilingual Pay shall cease at the beginning of the payroll period immediately following the employee's certification anniversary date. The employee is responsible to initiate the request for eligibility or recertification.

After two (2) successful recertifications, the employee shall only be required to participate in the recertification process every four (4) years.

Uniform Allowance

The City shall pay Association members a lump sum uniform allowance of \$850 per year. The uniform allowance will be reported to CalPERS as earned on July 1 of each year. Earned period shall be defined to mean employed with the City on July 1. Payment for the uniform allowance will be paid in the pay period which includes July 1 of each year.

Vehicle Allowance/Assignment

Police Captains shall either receive a vehicle allowance in the amount of \$400 per month for job-related usage of their personal vehicles, or, at the Police Chief's discretion, may be assigned a vehicle in lieu of the \$400 allowance.

The Police Lieutenant assigned to Administration shall receive \$200 per month for job-related usage of his/her personal vehicle. Effective July 10, 2021 a Police Lieutenant assigned to the Detective Bureau shall receive \$200 per month for job related usage of his/her personal vehicle. Other Police Lieutenants shall receive a vehicle allowance in the amount of \$125 per month for job-related usage of their personal vehicles.

Duty Weapons

Sworn employees shall be permitted to furnish their duty weapon provided that the duty weapon meets all the specifications established by the Police Department. The City shall provide a duty weapon upon the individual request of a sworn employee.

SPECIAL ASSIGNMENTS AND COMPENSATION

Special Assignments

A Police Lieutenant assigned to the Professional Standards Unit shall receive special assignment pay of five percent (5%) of base pay to be effective for only as long as the duty assignment remains in effect for the employee.

Effective July 10, 2021 a Police Lieutenant assigned to the Detective Bureau shall receive special assignment pay of five percent (5%) of base pay to be effective for only as long as the duty assignment remains in effect for the employee.

Police Lieutenants shall be appointed to special assignments at the sole discretion of the Police Chief. Police Lieutenants may be removed from special assignments at the sole discretion of the Police Chief. The decision to remove a Lieutenant from a special assignment is not considered punitive and/or disciplinary, and may not be appealed through the disciplinary process or the grievance procedure.

ARTICLE V – LEAVES

VACATION

Vacation Accruals

Employees shall earn and accrue vacation leave time at the following rates:

<u>Following</u>	<u>Vacation Accrual</u>
Initial Hire	80 hours/year
Completion of 3 Years	120 hours/year
Completion of 7 Years	140 hours/year
Completion of 13 Years	160 hours/year
Completion of 16 years	175 hours/year
Completion of 19 Years	200 hours/year

Use of Vacation Leave

Employees are encouraged to use at least forty (40) hours of vacation leave each fiscal year. Vacation leave time shall not be approved until such time as it has been earned. The time at which an employee shall take vacation leave shall be requested by the employee prior to the start of the vacation leave period. Such vacation leave to be taken shall be subject to the prior approval of the Police Chief, subsequent to consideration of the departmental workload and other staffing considerations, such as but not limited to the previously approved vacation schedule of other employees, sick leave and position vacancies.

Maximum Accrual of Vacation Leave

Employees shall be entitled to accrue a maximum of four hundred (400) hours of vacation leave.

Buy-Back of Vacation Leave Hours

Upon an employee's written request, the City will buy-back unused vacation hours subject to the following provisions:

- A. An employee must use one (1) week of consecutive vacation hours, within the preceding twelve (12) months from the date the employee is requesting a vacation buy-back.
- B. An employee may only request a buy-back once in a rolling twelve (12) month period from the date of the last buy-back.
- C. The minimum amount of each buy-back shall be forty (40) hours.

- D. An employee must maintain a minimum balance of eighty (80) hours in his/her vacation leave bank.

HOLIDAYS

The City designates twelve holidays per year as follows:

New Year's Day, January 1
Martin Luther King, Jr. Day, third Monday in January
President's Day
Memorial Day, last Monday in May
Independence Day, July 4
Labor Day, first Monday in September
Thanksgiving Day
The day following Thanksgiving Day
Christmas Eve, December 24
Christmas Day, December 25
New Year's Eve, December 31
Floating Holiday

Employees shall be in a paid status the day prior to and immediately following the holiday in order to receive holiday pay.

Shift Employees (Defined as Police Lieutenants serving as Watch Commander)

Employees shall accrue one-hundred eight (108) holiday hours per fiscal year at the rate of approximately 4.15 hours per pay period. A holiday is considered a maximum of nine (9) hours per holiday regardless of the employee's work schedule (such as 4-10, 6-12+8, etc.). An employee who works an alternate schedule (i.e. 4-10) will need to supplement his or her holiday with another leave bank (floating holiday, vacation, accrued compensation time, or administrative leave).

All holidays taken off, shall be accounted for by using Holiday Bank hours to the extent that Holiday Bank hours are available in the employee's Holiday Bank. Vacation and or compensatory bank time may only be used for holidays taken off after the employee's Holiday Bank is exhausted.

Holiday hours accumulated and not taken prior to the payoff in November shall be paid at the employee's basic rate of pay as of the date of the payoff. Employees must notify payroll via email by November 1st if they want to retain holiday hours in their bank to cover holidays through January 1. Employees wanting a payoff in May of any subsequent year may submit, in writing, to the Police Chief, or designee, a request for payment of accumulated holiday time. This request must be turned in to the Police Chief, or designee, by April 10 in order to be paid during the month of May.

Payoff of accumulated holiday hours shall be processed with the employee's regular

payroll check. This check may also contain a payoff of accrued compensatory time (refer to Article IV of this Memorandum of Understanding).

Non-shift Employees

Except on those years when Christmas, Christmas Eve, New Year's and/or New Year's Eve fall on a Saturday or Sunday, where it will be more efficient to use the Holiday time to "pay" for the Holiday Closure, if a holiday falls on a Sunday, the Monday following is observed. If a holiday falls on a Saturday the preceding Friday is observed.

If a holiday falls on a day that an employee is not scheduled to work he or she will receive the equivalent hours (maximum nine (9) hours) in his/her holiday bank.

If an employee works on a holiday they will be compensated at his/her regular hourly rate of pay for hours worked. If they work fewer than nine (9) hours his/her time shall be augmented by holiday time up to nine (9) hours and they shall accrue the balance of their nine (9) hours of holiday time. Example #1: An employee works five (5) hours on a holiday. They are paid for five (5) hours of regular time, four (4) of holiday time and they accrue five (5) hours of holiday time. Example #2: An employee works nine (9) hours on a holiday. They are paid for nine (9) hours of regular time and accrue nine (9) hours of holiday time.

Floating Holiday. Effective the first pay period in July each year, each employee shall be granted nine (9) hours of floating holiday leave time. Newly hired employees shall be granted nine (9) hours of floating holiday leave time if hired between July 1 and December 31 of each year and four and one half (4.5) hours of floating holiday leave time if hired between January 1 and June 30 of each year.

Holiday leave shall not be carried over from one (1) fiscal year to the next, nor may employees convert unused holiday leave to cash except upon termination of employment.

DONATION OF LEAVE TIME

Employees may donate, on an hour-for-hour basis, vacation, compensatory or holiday leave time to other City employees with a major medical condition who have exhausted all available accrued leave time due to their medical condition.

SICK LEAVE AND BEREAVEMENT LEAVE

Sick Leave

Employees shall earn eight (8) hours of sick leave per month. Sick leave shall be earned, commencing on the first day of employment, and shall accrue on a bi-weekly basis.

Personal Medical and Dental Appointments

Subject to the approval of the Police Chief and/or his/her designee, employees may utilize sick leave for personal medical and/or dental appointments.

Sick Leave Authorization for Immediate Family Members

An employee shall be allowed to use up to a maximum of ninety-six (96) hours of personal sick leave per fiscal year for medical and/or dental appointments for immediate family members, and/or illness or death of an immediate family member. Immediate family as used in this Article is limited to: the employee's parents and grandparents (natural, adoptive, foster, by marriage or legal guardians), current spouse, registered domestic partner, children and grandchildren (natural, adoptive, foster, or by marriage or domestic partnership), parents-in-law (or by domestic partnership), siblings, and siblings-in-law (or by domestic partnership). In the event of death in the immediate family, a death certificate or other acceptable evidence may be required by the Police Chief before the sick leave is allowed. In the event of a serious illness in the immediate family, a medical certificate from an acceptable medical authority may be required by the Police Chief. Such leave may take travel time into consideration. The amount of sick leave used in either of these two (2) circumstances shall be reported on the appropriate leave request form.

Notification to Supervisor

Any employee needing to be absent because of sickness or other physical disability shall notify the appropriate Department Director or immediate supervisor at least one (1) day prior to such absence if circumstances permit, or as soon thereafter as possible. Any employee falsifying a reason for sick leave shall be subject to discipline, up to and including termination.

Sick Leave Conversion

Upon an employee's written request, the City will convert twenty (20) hours of his/her accrued sick leave to administrative leave subject to the approval of the Human Resources Manager and the following provisions:

- A. The employee must have accrued a minimum balance of 875 hours of sick leave in his/her sick leave bank at the time of the request.
- B. The conversion of sick leave hours to administrative leave time may occur only one (1) time per fiscal year per employee.
- C. The use of sick leave hours converted to administrative leave shall be subject to the Administrative Leave provisions as outlined below, and may not be taken if doing so generates overtime coverage.

Bereavement Leave

An employee shall be allowed three working days (based on the employee's normal work

schedule) of bereavement leave for each incident of a death of an immediate family member (as defined in the "Sick Leave Authorization for Immediate Family Members" section above). These three working days of bereavement leave are in addition to the sick leave which an employee may use for death in the immediate family (as defined in the "Sick Leave Authorization for Immediate Family Members" section above).

OTHER LEAVES

Leave of Absence Without Pay

The City Manager may grant leaves of absence for a maximum of ninety (90) working days without pay to any employee, if the circumstances of the particular case warrant and if the Police Chief so recommends such leave of absence in writing. An employee, not under suspension, may make application for leave without pay after all available leave benefits, including vacation, administrative leave, compensatory time, holiday leave time, Family Care Leave, and sick leave (subject to eligibility to use sick leave) and any other leave benefits have been completely used. No employment or fringe benefits such as sick leave, vacation, retirement, or any other benefits shall accrue to any employee on leave of absence without pay; except however, the City will continue to pay the employee's medical insurance up to the current maximum allowable under the current flexible benefit plan program for a maximum of three (3) months during any one leave in any twelve (12) month period while an employee is on authorized leave.

Prior to the end of a leave of absence without pay, if the employee desires additional leave, written application must be made to the City Manager stating the reasons why the additional leave is required and why it would be in the best interest of the City to grant such leave of absence. If, in the City Manager's opinion, such additional leave is merited and would still preserve the best interests of the City, he/she may approve such extensions of leave of absence for a period not to exceed an additional ninety (90) working days. If the employee does not return to work prior to or at the end of such leave of absence or extension of leave of absence, the City shall consider that the employee has terminated his/her employment with the City.

An employee on leave of absence must give the City at least a seven (7) day written notice of the employee's intent to return to work.

Administrative Leave

Police Captains and Police Lieutenants shall be granted forty (40) hours of administrative leave on July 1 of each fiscal year. Administrative leave is in lieu of receiving pay for hours worked in excess of forty (40) in a work week and is in recognition that administrative Police Management employees may be required to work in excess of their normal work schedule. Administrative leave shall not be carried over from one (1) fiscal year to the next, nor may employees convert unused administrative leave to cash. Employees who are promoted, reassigned, or are new hires shall be granted administrative leave on a prorated basis for the remainder of the fiscal year. The City Manager may authorize additional administrative leave at his/her discretion. Administrative leave may only be taken subject to the prior

approval of the Police Chief.

ARTICLE VI – FRINGE BENEFITS

Administration

The City reserves the right to select the insurance carrier, or to administer any fringe benefit programs that now exists or may exist in the future during the term of this Memorandum of Understanding.

Selection and Funding

In the administration of the fringe benefit programs, the City shall have the right to select any insurance carrier or other method of providing coverage to fund the benefits included under the terms of this Memorandum of Understanding, provided that the benefits of the employees shall be no less than those in existence as of implementation of this Agreement. During the term of this Agreement, the parties are agreeable to discussing medical insurance alternatives to the PERS Health Plans, and, if the City elects to leave the PERS Health Plans, methods of funding future retiree medical insurance, including but not limited to retirement health savings or annuity programs.

Changes

If, during the term of this Memorandum of Understanding, any change of insurance carrier or method of funding for any benefit provided hereunder occurs, the City shall meet with the Association prior to any change of insurance carrier or method of funding the coverage.

HEALTH AND WELFARE BENEFITS

Flexible Benefit Plan

The City's Flexible Benefit Plan shall include, for the employee and eligible dependents, City sponsored health insurance plans including medical insurance, dental insurance, and optical insurance. The Flexible Benefit Plan shall also include, for employee only, short-term disability, optional life insurance, deferred compensation, and education reimbursement for undergraduate college-level courses only.

Effective the first full pay period on or after January 1, 2020, the maximum monthly Flexible Benefit contribution for employees enrolled in a City sponsored CalPERS medical plan shall be:

Single employee	\$800
Employee plus 1 dependent	\$1225
Employee plus 2 or more dependents	\$1550

Employees hired prior to January 1, 2006, who have opted out will continue to receive a \$650 contribution. Employees hired on/after January 1, 2006, shall receive the amount shown for the plan level in which they have enrolled. Those hired on/after January 1, 2006, who opt-out of all the City health plans will receive \$325 per month.

Employees who do not use the full amount of the Flexible Benefit contribution for optional benefits provided herein may elect to receive the remaining amount as taxable cash in the bi-weekly payroll, or to deposit the amount in a deferred compensation (457) plan.

Should the total cost of premiums for benefits selected under the Flexible Benefit Plan exceed the City's monthly contribution, the overage will be paid by the employee via payroll deductions. The City will continue to pay the one-half percent (1/2%) administrative fee for the CalPERS Health Insurance Program medical insurance plan. If the administrative fee increases, the City shall meet and confer on the increase.

While participating in the CalPERS Health Plans during the term of this Agreement, should PERS or legislative acts redefine the designated contributions for retirees to include Flexible Benefit Plan contributions, the parties will meet and confer on an alternative method of funding active employee benefits.

At such time during the term of this Memorandum of Understanding that education reimbursement is considered a taxable benefit under Internal Revenue Service regulations, then education reimbursement shall be excluded as a Flexible Benefit Plan option.

Retiree Medical Benefit

Within the City's Flexible Benefit Plan monthly contribution amounts, \$335 is considered to be the City's contribution toward the CalPERS Health Insurance Program for medical insurance and shall be reported to CalPERS as such. This \$335 shall be the City's contribution toward retiree medical insurance coverage. There is no opt out value for retiree medical coverage. The parties intend that the entitlement to receive a retiree medical benefit of \$335 per month is a vested benefit for all employees hired by the City on or before June 30, 2017. The inclusion of this vesting language is to comply with the Supreme Court's decision in M&G Polymers v. Thackert, 135 S.Ct. 935 (2015), requiring that the intent to vest a benefit be explicitly set forth.

Employees hired by the City after June 30, 2017 and placed into this Association, shall, upon retirement from the City receive the CalPERS Public Employees' Medical and Hospital Care Program (PEMHCA) minimum (as determined by CalPERS on an annual basis), not to exceed the actual cost of the plan selected. (PEMHCA minimum is \$143 for calendar year 2021).

While participating in the CalPERS Health Plans during the term of this Agreement, should CalPERS or legislative acts redefine the designated contributions for retirees to include Flexible Benefit Plan contributions, the parties will meet and confer on an alternative method of funding active employee benefits.

Life Insurance

Based on the life insurance policy limitations, the City shall provide each employee with a term life insurance policy with a benefit equal to one times the individual employee's annual salary. An employee may purchase additional (optional) life insurance coverage at his/her own expense, subject to the terms, conditions, and approval of the insurance carrier.

Long-Term Disability Insurance Plan (LTD)

The City shall provide Long-Term Disability Insurance benefits for all employees who have completed an initial probationary period and as provided for in the City's LTD plan document except as provided below in this section of this Article.

Effective for qualifying illnesses or injuries occurring after January 1, 2017, Long-Term Disability (LTD) benefits shall equal 66-2/3% of the first \$16,650 of the employee's basic monthly earnings, reduced by any deductible benefits as described in the Plan Document. For the purposes of this benefit, "basic monthly earnings" means the regular salary range step amount applicable to the affected employee (which includes POST, education, and/or Bilingual compensation, if applicable), exclusive of overtime or intermittent additional compensation that may be paid in any pay period. No benefits shall be payable for the first sixty (60) calendar days of each period of total disability, or the end of the period of accumulated paid sick leave to which the employee is entitled under the City's sick leave program, whichever is longer. After LTD benefits commence, the employee may elect to use any remaining paid leave (vacation or other accumulated leave) to supplement such benefits during the term of illness or injury leave. The amount of supplementation, in conjunction with the LTD benefit payment, shall not exceed the employee's normal payroll for the period.

Section 125 Program

The City has implemented an Internal Revenue Section 125 program which allows employees to allocate specified amounts of monthly pre-tax salary or wages for the reimbursement of health care expenses or dependent care expenses, or both. Employees who choose to participate in the program shall pay all program administration costs and/or fees.

Retirement Health Savings Plan (RHSP)

Effective April 1, 2017, the mandatory \$25 contribution by each employee per month to a Retirement Health Savings Plan (RHSP) is eliminated. In lieu of the mandatory \$25 contribution, the Association has developed new designated contribution amounts by category that are listed below.

Contributions to a RHSP must comply with the mandatory contribution provisions provided under IRS regulations. The City and Association may create or amend contribution provisions prospectively to comply.

Any Police Management safety member of CalPERS who (1) retires from the City of Brea, and (2) has reached a cumulative age and length of service in CalPERS that would provide the maximum retirement benefit (i.e., 90% final compensation), shall have his/her unused sick leave bank at the time of separation, which would otherwise have provided additional retirement service credit, converted to a contribution to the RHSP. The amount of contribution will be calculated as the dollar value of the unused sick leave multiplied by the then current CalPERS contribution rate for employer and employee.

All Police Management employees who retire or resign from the City of Brea and have an accumulated bank of unused vacation shall have one hundred percent (100%) of the accumulated leave converted to an employer contribution of the RHSP. The amount of contribution shall be the employee's hourly rate of pay multiplied by the number of vacation hours eligible under this provision.

Employees in the following categories will contribute to their own RHSP account the amounts described below by payroll deduction:

- A. Police Captains shall contribute one percent (1%) of normal base salary (inclusive of POST and/or Professional Development Pay) effective April 14, 2017.
- B. Police Lieutenants shall contribute one percent (1%) of normal base salary (inclusive of POST and/or Professional Development Pay) effective January 1, 2018.

RETIREMENT

Public Employees' Retirement System (CalPERS)

All employees covered under this Agreement shall be members of the State of California Public Employees' Retirement System (CalPERS) and are subject to all applicable provisions of the City's contract with CalPERS, as amended.

Employees hired as "Classic" safety employees under the CalPERS definition pay the entire nine percent (9%) CalPERS mandated employee retirement contribution, and in addition, pick up an additional three percent (3%), for a total CalPERS contribution of twelve percent (12%). Effective July 1, 2017, this 12% contribution shall be designated as an "Employee" contribution.

Implementation of the above funding of the employee CalPERS contributions shall be accomplished by means of each affected employee incurring a payroll deduction each payroll period in the above amounts. Said payroll deductions shall be on a pre-tax basis pursuant to IRS Code Section 414(h)(2).

CalPERS Plan Formula for Safety Employees- The CalPERS plan in effect for "Classic" Association members hired before September 17, 2011 is known as the "Local Safety 3% @ 50 Plan, based on the single highest year".

"Classic" Association members hired on or after September 17, 2011 shall be enrolled in the 2% @ 50 plan formula based on the three highest years and shall be ineligible for the single highest year benefit.

New Employees- Unit safety members who are "new members" within the meaning of Government Code section 7522.04 are enrolled in the 2.7% at 57 (Government Code section 7522.25(e)) Retirement formula, based on the three highest years and shall be ineligible for the single highest year benefit.

Unit employees who are "new employees" and/or "new members" as those terms are defined in Government Code section 7522.04 (as included within AB340) hired on and after January 1, 2013, shall individually pay an initial Member CalPERS contribution rate of fifty percent (50%) of the normal cost rate for the Defined Benefit Plan in which said newly hired employee is enrolled, rounded to the nearest quarter of 1%, (AB340 – Government Code section 7522.30).

Single Highest Year- All employees subject to the single highest year (one-year final compensation) benefit shall fund that benefit 100%, in the amount of 1.681% of CalPERS reportable "compensation earnable," as it may from time to time exist. Said funding shall be by means of a payroll deduction on a pre-tax basis pursuant to IRS Code Section 414(h)(2). Current employees presently eligible for the "one-year final compensation" benefit who were hired prior to July 1, 1984, will not be required to make the payroll contribution specified in this section.

1959 Survivor Benefits- The CalPERS Retirement Plan has been amended to include the Fourth Level Survivor Benefit for unit employees. All employees shall pay 100% of the monthly cost for this benefit, in addition to the \$2.00 monthly cost for the Basic Level 1959 Survivor Benefit.

Social Security

In the event the City and its employees are required to participate in the Federal Social Security Program, the contributions designated by law to be the responsibility of the employee shall be paid in full by the employee and the City shall not be obligated to pay or "pick up" any portion thereof.

WELLNESS PROGRAM

The City shall contribute a maximum of \$500 per fiscal year for each employee towards wellness and fitness programs, including any combination as provided hereinafter. Wellness expenses that are **not pre-approved** prior to incurring the expense may not be reimbursed. Pre-approval is not required for Body Scans and Chiropractic or Medical Care when all other requirements are met. For ongoing Cardiovascular & Strength Training programs, only one pre-approval is required per program, employees will not need to be pre-approved for the same program each year.

Medical Examination

Wellness money may be used for voluntary medical examinations. The medical examination shall be conducted by a physician in active practice licensed by California State Law and within the scope of his/her practice as defined by California State Law. Employees are required to submit the cost of the medical examination through their medical insurance carrier prior to submitting a request for reimbursement from the City. An employee's request for reimbursement must be submitted to the Human Resources Officer, and must be accompanied by an itemized receipt for expenses incurred and the "Explanation of Benefits" (EOB) statement from his/her medical insurance carrier.

Cardiovascular and Strength Training Programs

Employees shall be entitled to reimbursement for cardiovascular and weight training programs. Reimbursable expenses must be pre-approved by the Human Resources Officer prior to incurring the expense. Requests for reimbursement will be paid for the fiscal year in which they are incurred and received for reimbursement. All employee requests for reimbursement must be accompanied by an itemized receipt for expenses incurred showing the employee member's name and dates of the covered enrollment period. Reimbursement will be made for the current program year only. If the employee pays for more than one program year, they will receive reimbursement for the second program year twelve (12) months after the first reimbursement.

Preventive or Diagnostic Heart, Stroke, and Body Scanning

The City contribution shall be available for reimbursement for the costs of preventive and diagnostic medical evaluations involving scientific scanning processes and similar non-invasive techniques, which are not reimbursable under the employee's medical insurance plan. Employees must provide an itemized receipt for expenses incurred and the "Explanation of Benefits" (EOB) statement from his/her medical insurance carrier (i.e., denial of benefits).

Voluntary Annual Medical Examination and Chiropractic Care

For each employee, the contribution shall be available to pay for medical insurance deductibles or other non-reimbursed medical expenses for the voluntary annual medical examination or for treatment by a chiropractor which is not covered by the employee's medical insurance plan. The medical examination shall be conducted by a physician in active practice licensed by California State Law and within the scope of his/her practice as defined by California State Law. Employees are required to submit the cost of the medical examination through their medical insurance carrier prior to submitting a request for reimbursement from the City. An employee's request for reimbursement must be submitted to the Human Resources Officer, and must be accompanied by an itemized receipt for expenses incurred and the "Explanation of Benefits" (EOB) statement from his/her medical insurance carrier.

Weight Reduction

The City contribution shall be available for reimbursement of registration and meeting expenses for weight reduction programs. An employee's request for reimbursement must be accompanied by an itemized receipt for expenses incurred. Employees will not be reimbursed for the cost of food or dietary supplements included in a weight reduction program.

Fitness, Cardiovascular and Strength Training Equipment

Employees may request reimbursement by submitting proof of purchase and a signed statement that the equipment will be used by the employee for his/her personal fitness program.

Following are some examples of items that would and would not qualify for Cardiovascular & Strength Training Programs & Equipment. A more comprehensive list is available in Human Resources:

Cardio/Strength Training Program Examples:

Qualified expenses

- Gym membership
- Martial arts classes
- Personal trainer
- Yoga classes

Non-qualified expenses

- Dance classes
- Pool memberships
- Sports leagues (Hockey, football, etc.)
- Wii Fit

Cardio/Strength Training Equipment Examples

Qualified expenses

- Exercise machines (treadmill, elliptical, stationary bike, etc)
- Weights, weight Benches
- Punching bags

Non-qualified expenses

- Bicycles
- Equipment floor mats
- Yoga Mats
- Gym clothes and shoes
- Pedometer
- Equipment warranties
- Exercise DVDs

The Wellness Program does not reimburse for examinations or procedures for cosmetic or non-medically necessary services.

ARTICLE VII – PROFESSIONAL DEVELOPMENT AND POST CERTIFICATION PROGRAM

Professional Organization Memberships

The City may allow for the payment of membership dues in professional organizations when such membership is of mutual benefit to the employee and the City.

Educational and POST Certification Program

The City and the Brea Police Management Association (BPMA) agree that Police Lieutenants and Police Captains will be eligible for additional compensation by participating in a program wherein BPMA members:

- A. Are encouraged to advance their education;
- B. Are fairly compensated for their effort and achievements; and,
- C. Return the City's investment in that education and development by increasing and maintaining their involvement in the community and in public service.

To be eligible for the additional compensation, Association members must meet the following criteria:

- A. Effective the first payroll period of July 2008, the provisions relating to compensation shall be as follows:

<u>Classification/Criteria:</u>	<u>Compensation:</u>
Police Lieutenants or Police Captains with a Master's Degree:	Five percent (5%) of their salary per month as additional compensation;
Police Lieutenants who have completed required POST course work toward their POST Management Certificate:	Three percent (3%) of their salary per month as additional compensation;
Police Lieutenants with <u>both</u> a Master's degree and completion of the required POST course work toward a Management Certificate:	Eight percent (8%) of their salary per month as additional compensation;
Police Lieutenants or Police Captains with a POST Management Certificate:	Seven percent (7%) of their salary per month as additional compensation;
Police Lieutenants or Police Captains with <u>both</u> a Master's degree and POST Management Certificate:	Twelve percent (12%) of their salary per month as additional compensation.

- B. After obtaining the POST Management Certificate, each participant shall complete thirty-two (32) hours per year in a combination of:
 - 1) Continuing education/training/professional development, above and beyond any annual POST-mandated programs; and,
 - 2) Voluntary teaching or compensated teaching not conducted on City time, public speaking and/or community service programs, not part of the employee's normally assigned duties, which may be conducted on City time but for which the participants will not be otherwise compensated; or, writing and having published any book, or an article for a magazine, newspaper, newsletter or other recognized publication.
 - 3) At least 4 hours of time must be spent in each of categories (1) and (2), and the balance of the thirty-two (32) hours may be in any proportion between the two.

- 4) If there is any questions as to the relevancy of a proposed community service, participants must get prior approval of the Police Chief before assuming the event or service will be credited for this program.

Each category defined above is separate and shall not be combined except as provided.

Attainment of the continuing education and community service requirements shall be reviewed and certified by the Police Chief and documented with the Personnel Action Form (PAF) which shall be submitted to the Human Resources Manager to commence/continue the incentive pay.

Pay under this article shall initially commence at the beginning of the first payroll period following completion of the requirements and shall continue until the employee's next anniversary date in the classification.

Pay eligibility must be renewed each year (measured from the employee's anniversary date in the classification) and shall be discontinued at the beginning of the first payroll period following the employee's anniversary date if the continuing education and community service requirements are not met in the preceding year.

If the employee fails to meet one or more of the requirements and PDP pay is discontinued, he/she will be ineligible for a minimum of six (6) payroll periods following the anniversary date. Thereafter, upon the employee's completion of the continuing education, community service and performance evaluation requirements, the monthly pay shall resume for the balance of the employee's year. The employee will be obligated to satisfy the continuing education and community service requirements again prior to the end of that anniversary year to maintain the pay in the following year.

It is understood that pay under this article shall be reported as regular or special compensation for the purposes of the CalPERS "final compensation period" for retirement benefits.

If a BPMA member becomes ill or injured in the course of duty, and is therefore subject to leave with pay under Labor Code Section 4850, incentive compensation will continue during the leave, even into the succeeding year if necessary. Upon return to duty, if the employee has not met all of the continuing education and community service requirements for continuation of the pay, the additional compensation will cease and shall not be restored until:

- A. The requirements have been satisfied; and,
- B. The employee has worked for a period of time equivalent to the leave of absence that extended into the succeeding anniversary year.

Pay will not be multiplied for additional degrees or certificates.

Educational and Technology Reimbursement

The Education Reimbursement program is designed to encourage employees to continue their self-development by enrolling in approved coursework that will educate them in new concepts and methods in their occupational field and prepare them to meet the changing demands of their job and/or help prepare them for advancement to positions of greater responsibility with the City.

Members may also use up to \$250 for technology reimbursement (computer-related hardware or software) compatible with City systems.

Eligibility

Courses must be: 1) related to the employee's current occupation; 2) related to a City classification to which the employee may reasonably expect promotion or 3) required for the completion of the pre-approved job-related major.

Education reimbursement monies shall only be applied to the verified cost of tuition, registration, course-related books, parking and laboratory fees for the approved education program.

Coursework as described herein must be completed at a college or university accredited by the Western Association of Schools and Colleges (WASC) or an equivalent accrediting organization. Tuition shall not be granted for on-line attendance or other attendances at what are referred to as "degree mills." For purposes of this MOU only, a "degree mill" is an organization that awards academic degrees and diplomas with substandard or no academic study and without recognition by official educational accrediting bodies. These degrees are often awarded based on vaguely construed life experience. Some such organizations claim accreditation by non-recognized/unapproved accrediting bodies set up for the purposes of providing a veneer of authenticity.

Employees shall submit a request for Education or Technology Reimbursement to the Human Resources department a minimum of ten (10) days prior to the scheduled program start date and obtain written approval from the Human Resources Department prior to enrolling for the desired courses(s) or purchasing the desired technology item. The City will deny professional development and college course work that is deemed not to be job related and technology that is not job related and compatible with City systems. Proof of completion of the approved education program or college course work shall consist of a certificate of completion, or other verification of participation, or a college transcript showing a letter grade of "C" or better, or in cases where no letter grade is given, a certificate of completion or written proof that the college course work was completed in a satisfactory manner. Upon completion of the pre-approved program, requests for reimbursement may be submitted to the Human Resources Manager (or his/her designee) and must be accompanied by a receipt for all eligible expenses incurred.

Reimbursements from Other Sources

If an employee receives tuition payments or refunds for college-level course work from other sources, the City will contribute the difference between the amount the employee receives

from the other source and the authorized costs incurred by the employee to the maximum amount cited in the Reimbursement Schedule below.

Reimbursement Schedule

Association members currently in progress of obtaining a degree under the terms and conditions of the 2017-2018 MOU shall be grandfathered in and continue with the reimbursement provisions contained in that MOU.

Effective July 1, 2019, the maximum lifetime amount of education reimbursement available to each non-grandfathered employee shall be \$12,000 for a bachelor's degree and \$12,000 for master's degree (or a total of \$24,000) obtainable on a reimbursable basis with proof of completion of the degree(s) and eligible expenses. If the employee has previously obtained a bachelor's degree prior to employment with the City, then they shall be eligible to receive the lifetime maximum of \$24,000 for a master's degree.

An employee may submit for a partial payment in January after the completion of 50% of the units required for the bachelor's or master's degree or with the attainment of an associates of arts degree. The maximum available for the partial payment shall be no more than \$5,000 based on reimbursement of eligible expenses. In January after completion of the bachelors' degree or master's degree, an employee may submit for reimbursement of eligible expenses for an additional \$5,000. The employee may request reimbursement of the remaining \$2,000 for eligible expenses in the month of January a minimum of one (1) year after completion of degree. If the request for reimbursement of the remaining amount exceeds \$5,000 for a master's degree under the lifetime maximum provision, then the final amount will be reimbursed at an amount not to exceed \$5,000 per year.

Any Association employee who voluntarily elects to separate from the City shall be required to reimburse the City for all tuition reimbursements received in the 24 months preceding such separation, at the rate of 1/24th for each full month he/she separates prior to 24 months.

Up to \$750 of the eligible annual amount may be used for non-college education, training and professional development programs. Up to \$250 of the annual \$750 may be used for reimbursement of technology items pre-approved by the Human Resources Manager. Requests for reimbursement for completed education programs will be paid for the twelve (12) month period (September 1 through August 31) in which the requests receive final approval by the Human Resources Manager.

ARTICLE VIII – OTHER PROVISIONS

Substance Abuse Policy

It is the responsibility of all affected employees to cooperate to protect the lives, personal safety and property of co-workers and fellow citizens. The parties hereto and all affected employees shall take all reasonable steps to accomplish these goals and to minimize potential dangers.

It is in the best interest of the City, the Association, employees and the public to ensure that employees do not appear for work under the influence of drugs or alcohol, or possess illegal substances or alcohol while at work, because such conduct is likely to result in reduced productivity, an unsafe working environment, poor morale and increased potential liability to the City. "Under the influence of drugs" means the knowing use of any illegal substances or knowing misuse of a prescribed, or other intoxicating drug in a manner and to a degree that substantially impairs the employee's work performance or the ability to use City property or equipment safely.

The City pays for an Employee Assistance Program for employees who may have problems with drugs and/or alcohol. The City and the Association agree that every effort shall be made by the City to refer employees who have such problems to this counseling service for assistance.

The City shall, upon showing of reasonable suspicion that this policy is being violated, compel an employee who appears to be unable to perform any portion of his/her job to submit to a medical examination on City time and at the City's expense, which includes drug or alcohol screening. Refusal to submit to the test may be deemed insubordination and may subject the employee to discipline, up to and including termination. Nothing contained herein shall limit the City's right to discipline or discharge any employee.

The City shall provide training to employees and supervisors to assist them in detecting employees with possible drug or alcohol problems.

Use of Tobacco Products

Employees shall not smoke or use any tobacco products at any time while on, or off, duty.

All employees hired prior to January 1, 1993, who use tobacco products off-duty must complete a statement acknowledging their off-duty use of the tobacco product(s).

Violation of this Article may subject the employee to disciplinary action up to and including termination.

ARTICLE IX – LABOR MANAGEMENT RELATIONSHIP

Labor Management Committee

The City agrees to work with the Association to establish a labor management committee to discuss issues of mutual concern as needed.

ARTICLE X – MOU CONTRACT PROVISIONS

ENTIRE MEMORANDUM OF UNDERSTANDING

It is the intent of the parties hereto that the provisions of this Memorandum of Understanding shall supersede all prior agreements and memoranda of agreement, or memoranda of understanding, or contrary salary and/or personnel resolutions or Administrative Codes, provisions of the City, oral or written, expressed or implied, between the parties, and shall govern the entire relationship, and shall be the sole source of any and all rights which may be asserted hereunder. This Memorandum of Understanding is not intended to conflict with Federal or State Law.

Notwithstanding the provisions above of this Article, there exists within the City certain personnel rules and regulations, departmental rules and regulations and other items and conditions of employment. To the extent that this Agreement does not specifically contradict these personnel rules and regulations or City ordinances and/or other items and conditions of employment, they shall continue subject to being changed by the City in accordance with the exercise of City rights under this Agreement and applicable State Law.

SEVERABILITY

Should any provision of this Memorandum of Understanding be found to be inoperative, void or invalid by a court of competent jurisdiction, all other provisions of this Memorandum of Understanding shall remain in full force and effect for the duration of this Memorandum of Understanding.

TERM OF MEMORANDUM OF UNDERSTANDING

This agreement shall become effective July 1, 2020, and shall remain in full force and effect through December 31, 2023.

RATIFICATION AND EXECUTION

The City and the Association acknowledge that this Memorandum of Understanding shall not be in full force and effect until ratified by the Association and adopted by the City Council of the City of Brea. Subject to the foregoing, this Memorandum of Understanding is hereby executed by the authorized representatives of the City and the Association and entered into on the 2nd day of November, 2021.

CITY OF BREA

BREA POLICE MANAGEMENT ASSOCIATION

Mayor


Philip Rodriguez, President

Dated: _____

Dated: 10/26/21

Attest: City Clerk

Dated: _____

EXHIBIT A

SALARY TABLES EFFECTIVE 07/13/2019 – 07/09/2021

<u>JOB CLASS TITLE</u>	(MONTHLY)	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
POLICE CAPTAIN	\$12,043.90	\$15,419.15
POLICE LIEUTENANT	\$10,377.22	\$13,285.40

SALARY TABLES EFFECTIVE 07/10/2021 – 07/08/2022

<u>JOB CLASS TITLE</u>	(MONTHLY)	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
POLICE CAPTAIN	\$12,646.10	\$16,190.11
POLICE LIEUTENANT	\$10,896.09	\$13,949.67

SALARY TABLES EFFECTIVE 07/09/2022 – 07/07/2023

<u>JOB CLASS TITLE</u>	(MONTHLY)	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
POLICE CAPTAIN	\$12,899.02	\$16,513.91
POLICE LIEUTENANT	\$11,114.01	\$14,228.66

SALARY TABLES EFFECTIVE 07/08/2023 – 12/31/2023

<u>JOB CLASS TITLE</u>	(MONTHLY)	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
POLICE CAPTAIN	\$13,157.00	\$16,844.19
POLICE LIEUTENANT	\$11,336.29	\$14,513.23

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Salary Tables Effective 07/08/2023 – 12/31/2023	Exhibit A

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: City Disbursement Registers for October 22 and 29, 2021

RECOMMENDATION

Receive and file.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Anthony Godoy, Management Analyst II
Concurrence: Cindy Russell, Administrative Services Director

Attachments

10-22-2021 City Disbursement Register
10-29-2021 City Disbursement Register

City Disbursement Register

Between Oct 18, 2021 12:00 AM and Oct 22, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
188912	ACCO ENGINEERED SYSTEMS, INC.	10/22/2021	30994	510707942	CCC HVAC AIR HANDLER	\$1,394.80
ACCO ENGINEERED SYSTEMS, INC. Total Check Amount:						\$1,394.80
188913	ARROWHEAD SCIENTIFIC INC	10/22/2021	24201	110212121	P+E GLOVES	\$1,008.40
ARROWHEAD SCIENTIFIC INC Total Check Amount:						\$1,008.40
188914	ASBURY ENVIRONMENTAL SERVICES	10/22/2021	9144	480515161	USED OIL DISPOSAL	\$95.00
ASBURY ENVIRONMENTAL SERVICES Total Check Amount:						\$95.00
188915	AT&T CALNET	10/22/2021	20391	420515131	CALNET SEPT 2021	\$230.49
		10/22/2021	20391	475141471	CALNET SEPT 2021	\$6,090.91
		10/22/2021	20391	360515145	CALNET SEPT 2021	\$45.11
		10/22/2021	20391	360515147	CALNET SEPT 2021	\$24.30
AT&T CALNET Total Check Amount:						\$6,390.81
188916	AT&T LONG DISTANCE	10/22/2021	1737	475141471	807752441 10/4/21	\$33.72
AT&T LONG DISTANCE Total Check Amount:						\$33.72
188917	BANDERA ESTATES PARTNERSHIP	10/22/2021	29390	270323218	SENIOR SUBSIDY NOV21	\$254.00
BANDERA ESTATES PARTNERSHIP Total Check Amount:						\$254.00
188918	BARR & CLARK	10/22/2021	26778	290323215	CDBG:470 DEVONSHIRE	\$450.00
BARR & CLARK Total Check Amount:						\$450.00
188919	CABCO YELLOW, INC.	10/22/2021	24712	110404525	SR CTR TAXI RIDES SEP	\$78.00
CABCO YELLOW, INC. Total Check Amount:						\$78.00
188920	THE COUNSELING TEAM INTERNATIONAL	10/22/2021	13933	110222221	EMPL SUPP SVCS SEP21	\$550.00
THE COUNSELING TEAM INTERNATIONAL Total Check Amount:						\$550.00
188921	COUNTY OF ORANGE	10/22/2021	4799	110212131	ANIMALSHLTR JUL-SEP21	\$10,499.54
COUNTY OF ORANGE Total Check Amount:						\$10,499.54
188922	COUNTY OF ORANGE	10/22/2021	4799	110212122	PRKNG CITATIONS SEP21	\$2,553.00
COUNTY OF ORANGE Total Check Amount:						\$2,553.00
188923	COUNTY OF ORANGE TREASURER/	10/22/2021	1928	420515131	2122 SECURED PROP TAX	\$2,029.98
		10/22/2021	1928	490515151	2122 SECURED PROP TAX	\$32,836.32
COUNTY OF ORANGE TREASURER/ Total Check Amount:						\$34,866.30
188924	SOUTHERN CALIFORNIA EDISON	10/22/2021	3343	360515145	ELECTRICITY SEP-OCT21	\$1,258.42
		10/22/2021	3343	361515148	ELECTRICITY SEP-OCT21	\$34.31
		10/22/2021	3343	490515151	ELECTRICITY SEP-OCT21	\$43,358.46
		10/22/2021	3343	110515143	ELECTRICITY SEP-OCT21	\$903.31
		10/22/2021	3343	110515148	ELECTRICITY SEP-OCT21	\$46.76
		10/22/2021	3343	110515121	ELECTRICITY SEP-OCT21	\$6,406.32
		10/22/2021	3343	110515141	ELECTRICITY SEP-OCT21	\$2,864.24
		10/22/2021	3343	110515144	ELECTRICITY SEP-OCT21	\$2,225.50
SOUTHERN CALIFORNIA EDISON Total Check Amount:						\$57,097.32
188925	ENTERPRISE SECURITY, INC.	10/22/2021	18042	510707971	ACCESS DOOR	\$32,449.17

City Disbursement Register

Between Oct 18, 2021 12:00 AM and Oct 22, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
ENHANCMNT						
ENTERPRISE SECURITY, INC.					Total Check Amount:	\$32,449.17
188926	SEAN FABIAN	10/22/2021	28931	840000000	DEVELOPER FEE REFUND	\$438.00
SEAN FABIAN					Total Check Amount:	\$438.00
188927	FACILITY PROCESS SOLUTIONS	10/22/2021	28887	430515123	LFSWRLFTSTN MNT JUL21	\$2,091.00
FACILITY PROCESS SOLUTIONS					Total Check Amount:	\$2,091.00
188928	FRONTIER COMMUNICATIONS	10/22/2021	26183	420515131	5621821023 10/7-11/6	\$71.97
FRONTIER COMMUNICATIONS					Total Check Amount:	\$71.97
188929	THE GAS COMPANY	10/22/2021	3749	490515151	GAS SEPT-OCT2021	\$933.62
THE GAS COMPANY					Total Check Amount:	\$933.62
188930	HARRINGTON GEOTECHNICAL ENG.INC.	10/22/2021	15251	510707278	MISC TESTING MAY 2021	\$2,594.00
		10/22/2021	15251	510707626	SO. BREA IMPROV AUG21	\$875.00
		10/22/2021	15251	510707430	TESTING-MOORPARK DR	\$2,145.00
		10/22/2021	15251	510707458	COMPACTION TEST JUN21	\$4,180.00
		10/22/2021	15251	510707458	COMPACTION TEST MAY21	\$7,448.50
HARRINGTON GEOTECHNICAL ENG.INC.					Total Check Amount:	\$17,242.50
188931	HERITAGE PLAZA	10/22/2021	29392	270323218	SENIOR SUBSIDY NOV21	\$254.00
HERITAGE PLAZA					Total Check Amount:	\$254.00
188932	HOLLYDALE MOBILE ESTATES	10/22/2021	29393	270323218	SENIOR SUBSIDY NOV21	\$254.00
HOLLYDALE MOBILE ESTATES					Total Check Amount:	\$254.00
188933	JR INNOVATIONS IN REFRIGERATION	10/22/2021	30974	490515151	FREEZER REPAIR	\$1,530.50
		10/22/2021	30974	490515151	ICE MACHINE REPAIR	\$1,205.75
JR INNOVATIONS IN REFRIGERATION					Total Check Amount:	\$2,736.25
188934	KABBARA ENGINEERING	10/22/2021	23694	510707454	PROF SVCS MAR-AUG21	\$19,926.00
		10/22/2021	23694	510707626	PROF SVCS MAR-AUG21	\$29,984.50
		10/22/2021	23694	510707466	WTR MN REPL MAR-AUG21	\$19,774.00
KABBARA ENGINEERING					Total Check Amount:	\$69,684.50
188935	LAKE PARK BREA LP	10/22/2021	5289	270323218	SENIOR SUBSIDY NOV21	\$1,270.00
LAKE PARK BREA LP					Total Check Amount:	\$1,270.00
188936	LAKE PARK BREA LP	10/22/2021	5289	110141411	LL WTR DISC JUN-SEP21	\$780.77
LAKE PARK BREA LP					Total Check Amount:	\$780.77
188937	OFFICE DEPOT, INC	10/22/2021	4743	110212121	OFFICE SUPPLIES	\$957.43
		10/22/2021	4743	110212111	OFFICE SUPPLIES	\$34.98
		10/22/2021	4743	110212122	188413126001 ADJ	(\$473.00)
		10/22/2021	4743	110212122	188421672001 ADJ	(\$101.69)
OFFICE DEPOT, INC					Total Check Amount:	\$417.72
188938	ORANGE COUNTY STRIPING SERVICE	10/22/2021	10223	510707312	SLURRY SEAL/STRIPING	\$8,694.22
		10/22/2021	10223	510707219	PAVEMENT MODIFICATION	\$5,258.49

City Disbursement Register

Between Oct 18, 2021 12:00 AM and Oct 22, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
ORANGE COUNTY STRIPING SERVICE					Total Check Amount:	\$13,952.71
188939	ORANGE VILLA SENIOR APARTMENTS	10/22/2021	29394	270323218	SENIOR SUBSIDY NOV21	\$254.00
ORANGE VILLA SENIOR APARTMENTS					Total Check Amount:	\$254.00
188940	REPUBLIC SERVICES #676	10/22/2021	23886	110222221	WASTE CONTAINER SVCS	\$572.31
REPUBLIC SERVICES #676					Total Check Amount:	\$572.31
188941	SOUTHERN CALIFORNIA EDISON	10/22/2021	21891	510707459	REPAIR CLAIM202102603	\$11,000.00
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$11,000.00
188942	SOUTHERN CALIFORNIA NEWS GROUP	10/22/2021	26287	84032323E	LEGAL NOTICE SEPT21	\$415.00
		10/22/2021	26287	110323231	LEGAL NOTICE SEPT21	\$308.00
SOUTHERN CALIFORNIA NEWS GROUP					Total Check Amount:	\$723.00
188943	TIME WARNER CABLE	10/22/2021	19304	110111151	CABLE CHGS OCT 2021	\$59.38
		10/22/2021	19304	110404521	CABLE CHGS OCT 2021	\$33.93
		10/22/2021	19304	110111143	CABLE CHGS OCT 2021	\$29.71
		10/22/2021	19304	110111161	CABLE CHGS OCT 2021	\$19.67
		10/22/2021	19304	110141481	CABLE CHGS OCT 2021	\$19.67
		10/22/2021	19304	110222211	CABLE CHGS OCT 2021	\$78.69
		10/22/2021	19304	110404311	CABLE CHGS OCT 2021	\$19.67
		10/22/2021	19304	420515131	CABLE CHGS OCT 2021	\$252.73
		10/22/2021	19304	490515151	CABLE CHGS OCT 2021	\$19.67
		10/22/2021	19304	110212111	CABLE CHGS OCT 2021	\$374.73
		10/22/2021	19304	110404211	CABLE CHGS OCT 2021	\$133.74
		10/22/2021	19304	110323212	CABLE CHGS OCT 2021	\$79.05
TIME WARNER CABLE					Total Check Amount:	\$1,120.64
188944	U.S. BANK NATIONAL ASSOCIATION	10/22/2021	4050	510707458	ESCROW #224179000 #4	\$18,650.03
U.S. BANK NATIONAL ASSOCIATION					Total Check Amount:	\$18,650.03
188945	UNIFIRST CORPORATION	10/22/2021	27988	110212131	PD LAUNDRY SVCS 10/4	\$24.88
		10/22/2021	27988	110212131	PD LAUNDRY SVCS 10/11	\$24.88
UNIFIRST CORPORATION					Total Check Amount:	\$49.76
188946	UNITED PARCEL SERVICE	10/22/2021	3174	110141441	SHIPPING CHGS JUL21	\$139.27
UNITED PARCEL SERVICE					Total Check Amount:	\$139.27
188947	UNITED PARCEL SERVICE	10/22/2021	3174	110141441	SHIPPING CHGS SEP/OCT	\$117.32
UNITED PARCEL SERVICE					Total Check Amount:	\$117.32
188948	UNITED RENTALS NORTHWEST, INC.	10/22/2021	7051	510707923	RR/SINK RENTAL @ FS1	\$324.66
UNITED RENTALS NORTHWEST, INC.					Total Check Amount:	\$324.66
188949	VERIZON WIRELESS	10/22/2021	21122	110212121	9889808000 9/4-10/3	\$50.93
VERIZON WIRELESS					Total Check Amount:	\$50.93
188950	WESTRUX INTERNATIONAL	10/22/2021	25302	480515161	1202 ENGINE REPAIR	\$186.84
WESTRUX INTERNATIONAL					Total Check Amount:	\$186.84

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
188951	XEROX CORPORATION	10/22/2021	3349	110141441	HI PERF COLOR CPR SEP	\$220.27
		10/22/2021	3349	110141441	PRINT CHARGES:SEPT21	\$2,036.87
		10/22/2021	3349	110141441	UDIRECTS MNT SEPT21	\$125.02
		10/22/2021	3349	110141441	BLACK CPR/PRNTR SEP21	\$468.65
		10/22/2021	3349	110141441	TRM/FOLDR SW MNT SEPT	\$116.00
		10/22/2021	3349	110141441	EQ PROTECTION SEP21	\$21.39
		10/22/2021	3349	110141441	HISPEED PRNTR/CPR SEP	\$717.42
		10/22/2021	3349	110141441	PROD CLRCPR/PRNTR SEP	\$507.08
		10/22/2021	3349	110141441	EQ PROTECTION SEPT21	\$24.89
XEROX CORPORATION					Total Check Amount:	\$4,237.59
					Check Subtotal	\$295,273.45
V46119	THE ADVANTAGE GROUP	10/22/2021	24539	110141481	FLEX PROC/ADMIN SEP21	\$437.00
THE ADVANTAGE GROUP					Total Check Amount:	\$437.00
V46120	ALL CITY MANAGEMENT SERVICES INC	10/22/2021	6604	110212132	CROSSNG GRDS 9/5-9/18	\$3,713.84
ALL CITY MANAGEMENT SERVICES INC					Total Check Amount:	\$3,713.84
V46121	ALTA LANGUAGE SERVICES, INC	10/22/2021	25953	110141481	BILINGUAL TEST SEPT21	\$110.00
ALTA LANGUAGE SERVICES, INC					Total Check Amount:	\$110.00
V46122	JESUS A BARBOSA	10/22/2021	6423	110212111	POSTMGMT COURSE MOD B	\$178.00
JESUS A BARBOSA					Total Check Amount:	\$178.00
V46123	BEST LAWN MOWER SERVICE	10/22/2021	16230	480515161	FLEX TUBE/CUTTER BAR	\$437.29
BEST LAWN MOWER SERVICE					Total Check Amount:	\$437.29
V46124	BREA DISPOSAL, INC	10/22/2021	3330	440515122	SEPT 2021 RES TONNAGE	\$59,085.96
BREA DISPOSAL, INC					Total Check Amount:	\$59,085.96
V46125	C. WELLS PIPELINE MATERIALS INC	10/22/2021	13055	420515131	PLUMBING SUPPLIES	\$5,196.79
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$5,196.79
V46126	CANON SOLUTIONS AMERICA, INC	10/22/2021	15260	110141441	3035 PD DISP OCT21	\$85.19
		10/22/2021	15260	110141441	5327 FIRE ADM OCT21	\$85.61
		10/22/2021	15260	110141441	3056 BCC OCT21	\$87.17
		10/22/2021	15260	110141441	3110 PD REC 2 OCT21	\$77.30
		10/22/2021	15260	110141441	5154 PD P/E OCT21	\$85.61
		10/22/2021	15260	110141441	3118 PD REC 1 OCT21	\$77.30
		10/22/2021	15260	110141441	3124 PD INV OCT21	\$77.30
		10/22/2021	15260	110141441	PRINT CHARGES: SEPT21	\$474.54
		10/22/2021	15260	110141441	2714 ADM SVCS OCT21	\$101.34
		10/22/2021	15260	110141441	3047 SR CTR OCT21	\$77.30
		10/22/2021	15260	110141441	3054 PW OCT21	\$87.17
		10/22/2021	15260	110141441	3142 MGMT SVCS OCT21	\$87.17

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V46126	CANON SOLUTIONS AMERICA, INC	10/22/2021	15260	110141441	6569 COMM DEV OCT21	\$143.66
CANON SOLUTIONS AMERICA, INC						Total Check Amount: \$1,546.66
V46127	CDCE INCORPORATED	10/22/2021	19356	480515161	ROUTER WITH WIFI	\$1,851.66
CDCE INCORPORATED						Total Check Amount: \$1,851.66
V46128	CLINICAL LABORATORY OF	10/22/2021	3390	420515131	WATER SAMPLING SEP21	\$1,710.00
CLINICAL LABORATORY OF						Total Check Amount: \$1,710.00
V46129	COMLOCK SECURITY-GROUP	10/22/2021	13625	110515125	POLICE ANNEX DOOR RPR	\$590.76
		10/22/2021	13625	490515151	KEYS	\$311.03
		10/22/2021	13625	490515151	PACIFIC RM LOCKREPAIR	\$209.91
		10/22/2021	13625	490515151	BCC GLASSDOORS REPAIR	\$147.25
		10/22/2021	13625	490515151	REPLACE PANIC DEVICE	\$1,872.08
COMLOCK SECURITY-GROUP						Total Check Amount: \$3,131.03
V46130	CORELOGIC	10/22/2021	25542	280323215	REAL EST LISTNG SEP21	\$185.00
CORELOGIC						Total Check Amount: \$185.00
V46131	CPS HR CONSULTING	10/22/2021	2971	110141481	EXECUTIVE ASST EXAM	\$423.50
		10/22/2021	2971	110141481	CLERICAL EXAM FEES	\$1,250.35
CPS HR CONSULTING						Total Check Amount: \$1,673.85
V46132	DOTY BROTHERS EQUIPMENT CO.	10/22/2021	26695	420515131	HYDRANT INSTALL	\$4,632.75
DOTY BROTHERS EQUIPMENT CO.						Total Check Amount: \$4,632.75
V46133	ECONOLITE SYSTEMS, INC.	10/22/2021	27147	110515121	MO. SIGNAL MNT JUL21	\$3,116.25
		10/22/2021	27147	110515121	E/O SIGNAL MNT JUL21	\$3,478.85
ECONOLITE SYSTEMS, INC.						Total Check Amount: \$6,595.10
V46134	FUSCOE ENGINEERING, INC.	10/22/2021	18052	410515132	NPDES S/W SVCS SEPT21	\$6,332.00
FUSCOE ENGINEERING, INC.						Total Check Amount: \$6,332.00
V46135	RAY GONZALEZ	10/22/2021	31019	110404424	SOFTBALL UMPIRE FEES	\$102.00
RAY GONZALEZ						Total Check Amount: \$102.00
V46136	HCI SYSTEMS INC	10/22/2021	25112	490515151	BCC SPRNKLER INSP SEP	\$846.25
HCI SYSTEMS INC						Total Check Amount: \$846.25
V46137	HITECH SOFTWARE INC	10/22/2021	19937	110515125	CARCOUNT SYST MNT JUL	\$1,345.00
		10/22/2021	19937	110515125	CARCOUNT SYST MNT SEP	\$1,345.00
		10/22/2021	19937	110515125	CARCOUNT SYST MNT AUG	\$1,345.00
HITECH SOFTWARE INC						Total Check Amount: \$4,035.00
V46138	INTERWEST CONSULTING GROUP, INC.	10/22/2021	28473	510707251	PROJ MGMT JULY 2021	\$4,762.50
		10/22/2021	28473	510707322	PROF SVCS MAY 2021	\$3,045.00
INTERWEST CONSULTING GROUP, INC.						Total Check Amount: \$7,807.50
V46139	JACKSON'S AUTO SUPPLY	10/22/2021	1143	480515161	AUTO SUPPLIES SEP21	\$3,239.62
JACKSON'S AUTO SUPPLY						Total Check Amount: \$3,239.62
V46140	KELLY PAPER COMPANY	10/22/2021	7039	110141441	CREDIT: INV#10728987	(\$80.42)

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V46140	KELLY PAPER COMPANY	10/22/2021	7039	110141441	PAPER & SUPPLIES	\$409.62
KELLY PAPER COMPANY					Total Check Amount:	\$329.20
V46141	LEXIPOL LLC	10/22/2021	16773	110212111	2122 LAWENF POLICYUPD	\$5,465.00
LEXIPOL LLC					Total Check Amount:	\$5,465.00
V46142	LIFE-ASSIST, INC.	10/22/2021	10530	174222222	PM SUPPLIES FS2	\$104.19
LIFE-ASSIST, INC.					Total Check Amount:	\$104.19
V46143	JASON LOGAN	10/22/2021	19659	110404424	VOLLEY/BASKETBALL REF	\$1,020.00
JASON LOGAN					Total Check Amount:	\$1,020.00
V46144	MUNICIPAL WATER DISTRICT	10/22/2021	3784	420515131	WATER DELIVERY SEPT21	\$47,017.82
MUNICIPAL WATER DISTRICT					Total Check Amount:	\$47,017.82
V46145	ONWARD ENGINEERING	10/22/2021	22106	110515171	INSP SVCS MAY 2021	\$110.00
		10/22/2021	22106	110515171	INSP SVCS JULY 2021	\$1,045.00
		10/22/2021	22106	510707936	INSP SVCS AUG 2021	\$165.00
ONWARD ENGINEERING					Total Check Amount:	\$1,320.00
V46146	PLACEWORKS, INC.	10/22/2021	26720	840141412	BREA 265 EIR SEPT21	\$4.10
		10/22/2021	26720	840141412	BREA MALL CEQA SEPT21	\$5.75
		10/22/2021	26720	840141412	BREA PLAZA EIR SEPT21	\$411.30
		10/22/2021	26720	84032323E	BREA 265 EIR SEPT21	\$766.00
		10/22/2021	26720	84032323E	BREA MALL CEQA SEPT21	\$1,124.88
		10/22/2021	26720	84032323E	BREA PLAZA EIR SEPT21	\$16,433.75
PLACEWORKS, INC.					Total Check Amount:	\$18,745.78
V46147	PRIME SYSTEMS INDUSTRIAL AUTOMATION	10/22/2021	27059	420515131	SCADA SUPPORT SVCS	\$3,273.92
PRIME SYSTEMS INDUSTRIAL AUTOMATION					Total Check Amount:	\$3,273.92
V46148	SHRED-IT USA	10/22/2021	7438	110111161	DOC SHRED AUG21	\$5.33
		10/22/2021	7438	110212122	DOC SHRED AUG21	\$125.34
		10/22/2021	7438	470141483	DOC SHRED AUG21	\$5.33
SHRED-IT USA					Total Check Amount:	\$136.00
V46149	UNDERGROUND SERVICE ALERT/SC	10/22/2021	4537	420515131	UGTICKETS SEWER SEP21	\$514.90
		10/22/2021	4537	420515131	DSB FEE 10/1/2021	\$70.95
		10/22/2021	4537	420515131	UGTICKETS WATER SEP21	\$262.45
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$848.30
V46150	VINTAGE CREEK SENIOR APARTMENTS LP	10/22/2021	29395	270323218	SENIOR SUBSIDY NOV21	\$762.00
VINTAGE CREEK SENIOR APARTMENTS LP					Total Check Amount:	\$762.00
Voucher Subtotal						\$191,869.51
W22006	UNION BANK	10/22/2021	14102	951	LAIF CONTRIBUTION	\$189,097.44
		10/22/2021	14102	950	LAIF CONTRIBUTION	\$436,902.56

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
UNION BANK					Total Check Amount:	\$626,000.00

Wire Subtotal	\$626,000.00
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TOTAL \$1,113,142.96

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
188952	AKM CONSULTING ENGINEERS	10/29/2021	10006	510707609	SWR MSTRPLN UPD AUG21	\$23,929.50
		10/29/2021	10006	510707609	SWR MSTRPLN UPD OCT21	\$29,272.50
AKM CONSULTING ENGINEERS					Total Check Amount:	\$53,202.00
188953	VICTOR ANTONIO AMAYA	10/29/2021	22993	110404542	ALL TOG NOW:ACTOR	\$100.00
VICTOR ANTONIO AMAYA					Total Check Amount:	\$100.00
188954	ARDURRA GROUP, INC.	10/29/2021	29147	110000000	PLAN CHECK SVCS SEP21	\$336.00
		10/29/2021	29147	84051517P	PLAN CHECK SVCS AUG21	\$274.00
		10/29/2021	29147	84051517P	PLAN CHECK SVCS SEP21	\$959.00
		10/29/2021	29147	110000000	PLAN CHECK SVCS AUG21	\$96.00
ARDURRA GROUP, INC.					Total Check Amount:	\$1,665.00
188955	CANDICE ROCHELLE BERGE	10/29/2021	22995	110404542	ALL TOG NOW:ACTOR	\$250.00
CANDICE ROCHELLE BERGE					Total Check Amount:	\$250.00
188956	ALLISON AOUN BERTRAM	10/29/2021	27212	110404542	ALL TOG NOW:ACTOR	\$100.00
ALLISON AOUN BERTRAM					Total Check Amount:	\$100.00
188957	CALIFORNIA STREET LIGHTING	10/29/2021	28262	110515121	INSTALL 3 LIGHT POLES	\$2,250.00
CALIFORNIA STREET LIGHTING					Total Check Amount:	\$2,250.00
188958	JOE CHEN	10/29/2021	31495	420000000	CLOSED WATER ACCOUNT	\$177.05
JOE CHEN					Total Check Amount:	\$177.05
188959	CINTAS FIRE PROTECTION	10/29/2021	24347	110404211	BCC FIRST AID RESTOCK	\$161.82
		10/29/2021	24347	110404542	THTR FIRSTAID RESTOCK	\$61.95
CINTAS FIRE PROTECTION					Total Check Amount:	\$223.77
188960	CITY OF IRVINE POLICE DEPARTMENT	10/29/2021	31502	110212111	COMM'L ENF-PATROL/TFC	\$200.00
CITY OF IRVINE POLICE DEPARTMENT					Total Check Amount:	\$200.00
188961	COMMERCIAL AQUATIC SERVICES, INC.	10/29/2021	25513	110404422	PLUNGE BULK CHEMICALS	\$158.30
COMMERCIAL AQUATIC SERVICES, INC.					Total Check Amount:	\$158.30
188962	COUNTY OF ORANGE	10/29/2021	4799	172212133	800MHZ BB MNT OCT-DEC	\$26,434.00
COUNTY OF ORANGE					Total Check Amount:	\$26,434.00
188963	COUNTY OF ORANGE	10/29/2021	4799	110212122	CLETS OCTOBER 2021	\$1,104.51
COUNTY OF ORANGE					Total Check Amount:	\$1,104.51
188964	D.S. CUSTOM LINENS, INC	10/29/2021	31417	110141441	LINEN SVC SEPT21	\$309.65
D.S. CUSTOM LINENS, INC					Total Check Amount:	\$309.65
188965	COURTNEY DANIELS	10/29/2021	28094	110404542	ALL TOG NOW:ACTOR	\$250.00
COURTNEY DANIELS					Total Check Amount:	\$250.00
188966	DEPARTMENT OF INDUSTRIAL RELATIONS	10/29/2021	19791	490515151	CCC ELEV #067174 INSP	\$225.00
DEPARTMENT OF INDUSTRIAL RELATIONS					Total Check Amount:	\$225.00
188967	DEPARTMENT OF INDUSTRIAL RELATIONS	10/29/2021	19791	490515151	CCC ELEV #068208 INSP	\$350.00
DEPARTMENT OF INDUSTRIAL RELATIONS					Total Check Amount:	\$350.00

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
188968	DEPARTMENT OF JUSTICE	10/29/2021	13406	110141481	FINGERPRNT APPS SEP21	\$793.00
DEPARTMENT OF JUSTICE					Total Check Amount:	\$793.00
188969	DIXIE FRIEND GAY	10/29/2021	31503	110	AVALON BAY PUBLIC ART	\$360,213.00
DIXIE FRIEND GAY					Total Check Amount:	\$360,213.00
188970	TERRY DOPSON	10/29/2021	27206	110404542	ALL TOG NOW:ACTOR	\$100.00
TERRY DOPSON					Total Check Amount:	\$100.00
188971	SOUTHERN CALIFORNIA EDISON	10/29/2021	3343	110515121	ELECTRICITY SEP-OCT21	\$1,292.70
		10/29/2021	3343	110515148	ELECTRICITY SEP-OCT21	\$45.71
		10/29/2021	3343	110515143	ELECTRICITY SEP-OCT21	\$18.24
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$1,356.65
188972	EMERGENCY POWER CONTROLS	10/29/2021	12002	490515151	FS3 ATS TESTING	\$950.00
		10/29/2021	12002	490515151	CCC ATS TESTING	\$950.00
		10/29/2021	12002	490515151	FS1 ATS TESTING	\$950.00
		10/29/2021	12002	430515123	ATS TEST-LF LIFT STN	\$950.00
		10/29/2021	12002	420515131	ATS TESTING - YARD	\$1,300.00
		10/29/2021	12002	420515131	ATS TEST-TONERPUMPSTN	\$950.00
		10/29/2021	12002	490515151	FS2 ATS TESTING	\$950.00
		10/29/2021	12002	490515151	FS4 ATS TESTING	\$950.00
EMERGENCY POWER CONTROLS					Total Check Amount:	\$7,950.00
188973	FELD FIRE	10/29/2021	31482	110	TAX ON HOSE CART	(\$306.12)
		10/29/2021	31482	110222223	HOSE CART	\$4,941.12
FELD FIRE					Total Check Amount:	\$4,635.00
188974	FRANCHISE TAX BOARD/ST OF CALIF	10/29/2021	12043	110	571810253 102221 PR	\$125.00
FRANCHISE TAX BOARD/ST OF CALIF					Total Check Amount:	\$125.00
188975	FRANCHISE TAX BOARD/ST OF CALIF	10/29/2021	12043	110	881650582 102221 PR	\$991.73
FRANCHISE TAX BOARD/ST OF CALIF					Total Check Amount:	\$991.73
188976	FRISBEY CARTER AND ASSOCIATES	10/29/2021	31499	840000000	DEVELOPER FEE REFUND	\$1,224.00
FRISBEY CARTER AND ASSOCIATES					Total Check Amount:	\$1,224.00
188977	THE GAS COMPANY	10/29/2021	3749	490515151	GAS 9/13-10/14/2021	\$1,302.69
THE GAS COMPANY					Total Check Amount:	\$1,302.69
188978	GATEWAY URGENT CARE CENTER	10/29/2021	27352	110141481	HR MED SVCS SEPT21	\$315.00
GATEWAY URGENT CARE CENTER					Total Check Amount:	\$315.00
188979	GENERAL UNDERGROUND FIRE PROTECTION	10/29/2021	31498	840000000	DEVELOPER FEE REFUND	\$540.00
GENERAL UNDERGROUND FIRE PROTECTION					Total Check Amount:	\$540.00
188980	GOLDEN BELL PRODUCTS, INC.	10/29/2021	1411	430515123	PHASE 2 ROACH SPRAY	\$3,740.00
GOLDEN BELL PRODUCTS, INC.					Total Check Amount:	\$3,740.00
188981	RUDOLPH GUTIERREZ	10/29/2021	24422	110404421	TRUMPET:VETS DAY 2021	\$100.00
RUDOLPH GUTIERREZ					Total Check Amount:	\$100.00

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188982	HACH COMPANY	10/29/2021	5749	420515131	CHEMICALS	\$439.04
		10/29/2021	5749	420515131	WTR QUALITY CHEMICALS	\$79.68
HACH COMPANY					Total Check Amount:	\$518.72
188983	HARDY & HARPER, INC	10/29/2021	30669	510707959	BHGC PARKNG LOT REHAB	\$90,535.00
HARDY & HARPER, INC					Total Check Amount:	\$90,535.00
188984	BRUCE HEYING	10/29/2021	31378	110404542	TUNING:STEINWAY B	\$145.00
BRUCE HEYING					Total Check Amount:	\$145.00
188985	TRISTAN-VINCENT MORAN HIZON	10/29/2021	23712	110404542	ALL TOG NOW:MUSICIAN	\$600.00
TRISTAN-VINCENT MORAN HIZON					Total Check Amount:	\$600.00
188986	VERNON HOLVECK	10/29/2021	31493	420000000	CLOSED WATER ACCOUNT	\$138.26
VERNON HOLVECK					Total Check Amount:	\$138.26
188987	CINDY HYATT	10/29/2021	31496	110	BCC DEPOSIT REFUND	\$700.00
CINDY HYATT					Total Check Amount:	\$700.00
188988	IMPERIAL CAR WASH	10/29/2021	30976	480515161	PD CARWASH/DETAIL (8)	\$327.93
IMPERIAL CAR WASH					Total Check Amount:	\$327.93
188989	JART DIRECT MAIL SERVICES	10/29/2021	8634	110404542	POSTCARD MAILING	\$3,143.92
JART DIRECT MAIL SERVICES					Total Check Amount:	\$3,143.92
188990	MICHAEL JELENSKY	10/29/2021	31500	840000000	DEVELOPER FEE REFUND	\$669.25
MICHAEL JELENSKY					Total Check Amount:	\$669.25
188991	DARRYL JONES	10/29/2021	31494	420000000	CLOSED WATER ACCOUNT	\$46.53
DARRYL JONES					Total Check Amount:	\$46.53
188992	ELISABETH KATAOKA	10/29/2021	26059	110404542	ALL TOG NOW:SPOT OPS	\$400.00
ELISABETH KATAOKA					Total Check Amount:	\$400.00
188993	PAUL LIM	10/29/2021	31491	420000000	CLOSED WATER ACCOUNT	\$70.22
PAUL LIM					Total Check Amount:	\$70.22
188994	YENHSIU LIN	10/29/2021	26924	420000000	CLOSED WATER ACCOUNT	\$132.41
YENHSIU LIN					Total Check Amount:	\$132.41
188995	LION GROUP, INC.	10/29/2021	31292	110222221	TURNOUT RENTALS	\$6,973.40
LION GROUP, INC.					Total Check Amount:	\$6,973.40
188996	M. ARTHUR GENSLER, JR. & ASSOCIATES	10/29/2021	28450	110323231	PROF SVCS THRU 9/25	\$7,555.00
M. ARTHUR GENSLER, JR. & ASSOCIATES					Total Check Amount:	\$7,555.00
188997	MCKENTLY MALAK ARCHITECTS, INC.	10/29/2021	31497	840000000	DEVELOPER FEE REFUND	\$1,782.50
MCKENTLY MALAK ARCHITECTS, INC.					Total Check Amount:	\$1,782.50
188998	MCPEEK'S DODGE OF ANAHEIM	10/29/2021	22049	480515161	MOTOR MOUNTS/DRN BELT	\$474.25
		10/29/2021	22049	480515161	OIL DRAIN BOLT	\$30.78
MCPEEK'S DODGE OF ANAHEIM					Total Check Amount:	\$505.03
188999	MEALS ON WHEELS ORANGE COUNTY	10/29/2021	30682	110404521	Q1 21/22 SENIORSERV	\$5,000.00
MEALS ON WHEELS ORANGE COUNTY					Total Check Amount:	\$5,000.00

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
189000	MEDPOST URGENT CARE - BREA	10/29/2021	27547	110141481	HR MED SVCS SEPT21	\$395.00
		10/29/2021	27547	110141481	HR MED SVCS SEPT21	\$50.00
MEDPOST URGENT CARE - BREA					Total Check Amount:	\$445.00
189001	JEFF MEMPIN	10/29/2021	20561	110404542	ALL TOG NOW:ACTOR	\$100.00
JEFF MEMPIN					Total Check Amount:	\$100.00
189002	MISSION WOOD FINISHING	10/29/2021	11454	490515151	FINISH CM TABLE	\$300.00
MISSION WOOD FINISHING					Total Check Amount:	\$300.00
189003	MOORE FLOORING, INC.	10/29/2021	29107	510707923	FIRE STN#1 RR REMODEL	\$19,986.00
MOORE FLOORING, INC.					Total Check Amount:	\$19,986.00
189004	CARI NOEL	10/29/2021	28000	110404542	ALL TOG NOW:SPOT OPS	\$400.00
CARI NOEL					Total Check Amount:	\$400.00
189005	OFFICE DEPOT, INC	10/29/2021	4743	110404311	OFFICE SUPPLIES	\$339.39
		10/29/2021	4743	110212122	OFFICE SUPPLIES	\$79.82
OFFICE DEPOT, INC					Total Check Amount:	\$419.21
189006	ORCHESTRA COLLECTIVE OF ORANGE CTY	10/29/2021	27575	110	B+B 1023-1024 (2PERF)	\$2,807.40
ORCHESTRA COLLECTIVE OF ORANGE CTY					Total Check Amount:	\$2,807.40
189007	MARC PALLY	10/29/2021	31504	110	AVALON BAY PUBLIC ART	\$33,603.00
MARC PALLY					Total Check Amount:	\$33,603.00
189008	TARA PITT	10/29/2021	22990	110404542	ALL TOG NOW:ACTOR	\$250.00
TARA PITT					Total Check Amount:	\$250.00
189009	PREMIUM RV INC.	10/29/2021	11981	480515161	TRAILER JACK	\$54.11
PREMIUM RV INC.					Total Check Amount:	\$54.11
189010	PUENTE HILLS FORD	10/29/2021	25742	480515161	SPARE IGNITIONKEY/FOB	\$309.52
		10/29/2021	25742	480515161	FRONT WEATHER STRIP	\$36.28
PUENTE HILLS FORD					Total Check Amount:	\$345.80
189011	RRM DESIGN GROUP	10/29/2021	31386	110111143	DT PARKLETS SEPT21	\$10,662.00
RRM DESIGN GROUP					Total Check Amount:	\$10,662.00
189012	CHRISTINA SALAS	10/29/2021	26171	110	BCC ACCT BAL REFUND	\$64.00
CHRISTINA SALAS					Total Check Amount:	\$64.00
189013	BRANDON C. SANCHEZ	10/29/2021	20243	110404542	ALL TOG NOW:ACTOR	\$250.00
BRANDON C. SANCHEZ					Total Check Amount:	\$250.00
189014	MICHAEL SELFRIDGE	10/29/2021	29436	110404542	ALL TOG NOW:MUSICIAN	\$600.00
MICHAEL SELFRIDGE					Total Check Amount:	\$600.00
189015	SHAW INDUSTRIES, INC	10/29/2021	22730	110404542	THEATRE NEW CARPET	\$46,180.61
		10/29/2021	22730	510707923	FS1 FLOORING REMODEL	\$16,805.24
SHAW INDUSTRIES, INC					Total Check Amount:	\$62,985.85
189016	SIMS COMPANY, A PARTNERSHIP	10/29/2021	31501	840000000	DEVELOPER FEE REFUND	\$192.00
SIMS COMPANY, A PARTNERSHIP					Total Check Amount:	\$192.00

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
189017	KIMBERLY SOMOANO	10/29/2021	31492	420000000	CLOSED WATER ACCOUNT	\$54.16
KIMBERLY SOMOANO						Total Check Amount: \$54.16
189018	STAGED CINEMA PRODUCTIONS, INC.	10/29/2021	26808	110404542	GG COSTUME RENTAL	\$3,500.00
STAGED CINEMA PRODUCTIONS, INC.						Total Check Amount: \$3,500.00
189019	VERIZON CONNECT NWF, INC.	10/29/2021	25293	480515161	PW GPS FEES SEPT 2021	\$893.00
VERIZON CONNECT NWF, INC.						Total Check Amount: \$893.00
189020	VENTURE SYSTEM GROUP INC	10/29/2021	29477	490515151	INSTALL DOOR BELL FS1	\$528.25
		10/29/2021	29477	510707971	CARD ACCESS 120/208	\$2,661.06
VENTURE SYSTEM GROUP INC						Total Check Amount: \$3,189.31
189021	WATCHGUARD VIDEO	10/29/2021	31098	110212131	IC/BW CAMERA PYMT#1-3	\$194,390.55
WATCHGUARD VIDEO						Total Check Amount: \$194,390.55
189022	KEVIN WEED	10/29/2021	25941	110404421	BAGPIPE:VETS DAY 2021	\$200.00
KEVIN WEED						Total Check Amount: \$200.00
Check Subtotal						\$925,319.91
V46151	ADMINISTRATIVE & PROF	10/29/2021	3344	110	DED:4010 APEA MEMBR	\$564.00
ADMINISTRATIVE & PROF						Total Check Amount: \$564.00
V46152	THE ADVANTAGE GROUP	10/29/2021	24539	110	DED:808B FSA DEPCAR	\$1,425.04
		10/29/2021	24539	110	DED:808C FSA UR MED	\$5,806.95
THE ADVANTAGE GROUP						Total Check Amount: \$7,231.99
V46153	ALL CITY MANAGEMENT SERVICES INC	10/29/2021	6604	110212132	CRSSNG GRDS 9/19-10/2	\$4,282.94
ALL CITY MANAGEMENT SERVICES INC						Total Check Amount: \$4,282.94
V46154	AMERICAN VETERAN LIGHTING, INC.	10/29/2021	31163	490515152	LED EXT FLOOD LIGHTS	\$1,644.27
		10/29/2021	31163	490515152	LED LIGHTS-SCOUT CTR	\$651.44
AMERICAN VETERAN LIGHTING, INC.						Total Check Amount: \$2,295.71
V46155	AVENU INSIGHTS & ANALYTICS, LLC	10/29/2021	29396	110141424	SUTA 2021 Q2 APR-JUN	\$7,923.32
AVENU INSIGHTS & ANALYTICS, LLC						Total Check Amount: \$7,923.32
V46156	B & S GRAPHICS INC.	10/29/2021	24357	480515161	PD DECALS	\$145.01
B & S GRAPHICS INC.						Total Check Amount: \$145.01
V46157	BEST LAWN MOWER SERVICE	10/29/2021	16230	480515161	TRIMMER PARTS	\$53.02
BEST LAWN MOWER SERVICE						Total Check Amount: \$53.02
V46158	BILL'S AUTO UPHOLSTERY	10/29/2021	10510	480515161	1102SWEEPER HEADLINER	\$275.00
BILL'S AUTO UPHOLSTERY						Total Check Amount: \$275.00
V46159	BPSEA MEMORIAL FOUNDATION	10/29/2021	14990	110	DED:4050 MEMORIAL	\$177.00
BPSEA MEMORIAL FOUNDATION						Total Check Amount: \$177.00
V46160	BREA AUTO BODY, INC.	10/29/2021	27982	490515151	PAINT FILE CAB CCC(4)	\$1,315.69
BREA AUTO BODY, INC.						Total Check Amount: \$1,315.69
V46161	BREA CITY EMPLOYEES ASSOCIATION	10/29/2021	3236	110	DED:4005 BCEA MEMBR	\$520.00
BREA CITY EMPLOYEES ASSOCIATION						Total Check Amount: \$520.00

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V46162	BREA FIREFIGHTERS ASSOCIATION	10/29/2021	3237	110	DED:4016 ASSOC MEMB	\$3,309.50
BREA FIREFIGHTERS ASSOCIATION					Total Check Amount:	\$3,309.50
V46163	BREA POLICE ASSOCIATION	10/29/2021	3769	110	DED:4030 BPA REG	\$3,400.00
BREA POLICE ASSOCIATION					Total Check Amount:	\$3,400.00
V46164	BREA POLICE ATHLETIC LEAGUE	10/29/2021	1068	110	DED:5010 B.P.A.L.	\$140.00
BREA POLICE ATHLETIC LEAGUE					Total Check Amount:	\$140.00
V46165	BREA POLICE MANAGEMENT ASSOCIATION	10/29/2021	21189	110	DED:4020 PMA MEMBRS	\$195.00
		10/29/2021	21189	110	DED:4019 LDF MEMBRS	\$9.50
BREA POLICE MANAGEMENT ASSOCIATION					Total Check Amount:	\$204.50
V46166	C. WELLS PIPELINE MATERIALS INC	10/29/2021	13055	420515131	PLUMBING SUPPLIES	\$1,375.32
		10/29/2021	13055	510707322	METER BOXES	\$15,361.12
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$16,736.44
V46167	CANNINGS ACE HARDWARE	10/29/2021	15828	480515161	BATTERIES	\$38.94
CANNINGS ACE HARDWARE					Total Check Amount:	\$38.94
V46168	CDCE INCORPORATED	10/29/2021	19356	110212121	TOUGHBOOK KEYBOARD	\$602.81
CDCE INCORPORATED					Total Check Amount:	\$602.81
V46169	COMLOCK SECURITY-GROUP	10/29/2021	13625	420515131	KEYS	\$69.18
		10/29/2021	13625	490515151	REKEY BCC LOCKS	\$32.00
		10/29/2021	13625	490515151	REKEY CCC P1,P2 SOUTH	\$1,854.08
		10/29/2021	13625	490515151	REKEY PD TRFFC OFFICE	\$362.43
COMLOCK SECURITY-GROUP					Total Check Amount:	\$2,317.69
V46170	CORE & MAIN LP	10/29/2021	27049	420515131	WATER METERS+ENCODERS	\$17,966.58
		10/29/2021	27049	420515131	PLUMBING SUPPLIES	\$2,198.10
CORE & MAIN LP					Total Check Amount:	\$20,164.68
V46171	DF POLYGRAPH	10/29/2021	22010	110141481	POLYGRAPH EXAM 10/21	\$175.00
DF POLYGRAPH					Total Check Amount:	\$175.00
V46172	DOOLEY ENTERPRISES INC	10/29/2021	5421	110212131	PATROLL AMMO	\$953.05
DOOLEY ENTERPRISES INC					Total Check Amount:	\$953.05
V46173	ELLIOT AUTO SUPPLY CO., INC.	10/29/2021	3504	480515161	BATTERIES	\$234.52
		10/29/2021	3504	480515161	BLOWER FAN MOTOR	\$157.57
		10/29/2021	3504	480515161	SPARK PLUGS & BOOTS	\$69.69
ELLIOT AUTO SUPPLY CO., INC.					Total Check Amount:	\$461.78
V46174	GAIL EVERTSEN	10/29/2021	10141	110212111	MILEAGE OCT 2021	\$28.22
GAIL EVERTSEN					Total Check Amount:	\$28.22
V46175	FLEET SERVICES	10/29/2021	5658	480515161	AIR DRYER	\$791.90
FLEET SERVICES					Total Check Amount:	\$791.90
V46176	FLEMING ENVIRONMENTAL, INC.	10/29/2021	18487	480515161	FUEL ISLAND PUMP INSTALL	\$1,679.45

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
FLEMING ENVIRONMENTAL, INC.						Total Check Amount: \$1,679.45
V46177	GLASBY MAINTENANCE SUPPLY CO	10/29/2021	6802	490515151	PAPER TOWELS (3 CS)	\$187.49
GLASBY MAINTENANCE SUPPLY CO						Total Check Amount: \$187.49
V46178	DON GOLDEN	10/29/2021	10729	84032324I	INSP SVCS 10/7/10/20	\$261.00
		10/29/2021	10729	84032324I	INSP SVCS 10/7/-10/20	\$290.00
		10/29/2021	10729	110000000	INSP SVCS 10/7-10/20	(\$5,319.75)
		10/29/2021	10729	84032324I	IINSP SVCS 10/7-10/20	\$87.00
		10/29/2021	10729	84032324I	INSP SVCS 10/7-10/20	\$12,876.00
		10/29/2021	10729	84032324I	INSP SVCS 10/7-10/20I	\$1,537.00
DON GOLDEN						Total Check Amount: \$9,731.25
V46179	RAY GONZALEZ	10/29/2021	31019	110404424	SOFTBALL UMPIRE FEES	\$68.00
RAY GONZALEZ						Total Check Amount: \$68.00
V46180	GABRIEL HANNAH	10/29/2021	17533	110404424	SOFTBALL UMPIRE FEES	\$102.00
GABRIEL HANNAH						Total Check Amount: \$102.00
V46181	HCI SYSTEMS INC	10/29/2021	25112	490515151	BCC KITCHEN HOOD INSP	\$847.00
HCI SYSTEMS INC						Total Check Amount: \$847.00
V46182	WESLEY HUANG	10/29/2021	26144	110212111	TRAINING MILEAGE	\$11.87
WESLEY HUANG						Total Check Amount: \$11.87
V46183	INK LINK INC	10/29/2021	22423	110404421	SIGN SYSTEM-VETS DAY	\$193.95
INK LINK INC						Total Check Amount: \$193.95
V46184	JMDIAZ, INC.	10/29/2021	27113	110515171	SC GEN PROJ SEPT21	\$742.50
JMDIAZ, INC.						Total Check Amount: \$742.50
V46185	KELLY PAPER COMPANY	10/29/2021	7039	110141441	PAPER	\$326.33
KELLY PAPER COMPANY						Total Check Amount: \$326.33
V46186	KITTELSON & ASSOCIATES, INC.	10/29/2021	31100	260515171	LAUREL TFC/PRKG JUL21	\$6,900.00
KITTELSON & ASSOCIATES, INC.						Total Check Amount: \$6,900.00
V46187	LEIGHTON CONSULTING, INC	10/29/2021	22203	510707460	TESTING DEC20-MAR21	\$14,623.50
LEIGHTON CONSULTING, INC						Total Check Amount: \$14,623.50
V46188	LIEBERT CASSIDY WHITMORE	10/29/2021	2489	110141481	2021 COVID19 WEBINAR	\$75.00
LIEBERT CASSIDY WHITMORE						Total Check Amount: \$75.00
V46189	LIFE-ASSIST, INC.	10/29/2021	10530	174222222	PM SUPPLIES FS1	\$1,828.93
		10/29/2021	10530	174222222	PM SUPPLIES FS2	\$1,957.46
LIFE-ASSIST, INC.						Total Check Amount: \$3,786.39
V46190	LINCOLN AQUATICS	10/29/2021	17902	490515151	PLUNGE GAUGES	\$385.66
		10/29/2021	17902	490515151	PLUNGE PARTS	\$191.15
LINCOLN AQUATICS						Total Check Amount: \$576.81
V46191	LINEGEAR	10/29/2021	23894	110222221	BOOTS	\$306.01
LINEGEAR						Total Check Amount: \$306.01

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V46192	JASON LOGAN	10/29/2021	19659	110404424	VOLLEY/BASKETBALL REF	\$1,020.00
JASON LOGAN					Total Check Amount:	\$1,020.00
V46193	MINER, LTD	10/29/2021	27173	490515151	CCCP1 ROLLUP DOOR RPR	\$433.52
		10/29/2021	27173	490515151	FS1 GATE REPAIR	\$260.11
		10/29/2021	27173	490515151	YARD ROLLUP DOOR RPR	\$780.31
MINER, LTD					Total Check Amount:	\$1,473.94
V46194	ONWARD ENGINEERING	10/29/2021	22106	510707430	INSP SVCS AUG 2021	\$1,430.00
		10/29/2021	22106	510707430	CONST MGMT AUG 2021	\$980.00
ONWARD ENGINEERING					Total Check Amount:	\$2,410.00
V46195	ORANGE COAST PETROLEUM EQPT INC.	10/29/2021	28719	480515161	FUEL ISLAND PUMP	\$2,874.55
		10/29/2021	28719	480515161	CREDIT:INV #257239	(\$587.24)
ORANGE COAST PETROLEUM EQPT INC.					Total Check Amount:	\$2,287.31
V46196	PLUMBING WHOLESALE OUTLET, INC.	10/29/2021	18392	490515151	FIRE STATION 1 SINK	\$51.20
		10/29/2021	18392	490515151	ADM SVCS KTCHN FAUCET	\$128.44
PLUMBING WHOLESALE OUTLET, INC.					Total Check Amount:	\$179.64
V46197	QUALITY PLACEMENT AUTHORITY, LLC	10/29/2021	27027	110111143	TEMP STAFF 10/10/21	\$1,275.46
		10/29/2021	27027	110111143	TEMP STAFF 10/17/21	\$1,071.97
QUALITY PLACEMENT AUTHORITY, LLC					Total Check Amount:	\$2,347.43
V46198	READWRITE EDUCATIONAL, INC.	10/29/2021	3444	110404145	READING DEVELOPMENT	\$52.50
READWRITE EDUCATIONAL, INC.					Total Check Amount:	\$52.50
V46199	RICHARDS, WATSON & GERSHON	10/29/2021	8978	420141421	182 WATER RATES SEP21	\$32.40
		10/29/2021	8978	110111112	187 COVID MATTERS SEP	\$513.00
		10/29/2021	8978	420141421	182 WATER RATES JUL21	\$1,864.28
		10/29/2021	8978	110515171	190 REMEDIATION JUL21	\$1,178.00
		10/29/2021	8978	110111112	0187 COVID-19 JUL21	\$76.00
RICHARDS, WATSON & GERSHON					Total Check Amount:	\$3,663.68
V46200	ROTH STAFFING COMPANIES LP	10/29/2021	27579	110141481	TEMP STAFF 10/10/21	\$956.48
		10/29/2021	27579	110111161	TEMP STAFF 10/3/21	\$358.68
		10/29/2021	27579	110141481	TEMP STAFF 10/3/21	\$597.80
		10/29/2021	27579	110141481	TEMP STAFF 10/17/21	\$934.06
ROTH STAFFING COMPANIES LP					Total Check Amount:	\$2,847.02
V46201	TODD STEPHEN SCHMALTZ	10/29/2021	26048	110212111	TRAINING EXPENSES	\$9.00
TODD STEPHEN SCHMALTZ					Total Check Amount:	\$9.00
V46202	YARENIS PEREIRA SLATER	10/29/2021	31421	110212111	TRAINING EXPENSES	\$16.00
YARENIS PEREIRA SLATER					Total Check Amount:	\$16.00
V46203	SNAP-ON INDUSTRIAL	10/29/2021	17125	480515161	1/4 INCH IMPACT TOOL	\$140.85
SNAP-ON INDUSTRIAL					Total Check Amount:	\$140.85
V46204	SOUTH COAST EMERGENCY VEHICLE	10/29/2021	18619	480515161	1520 TRANSMISSION RPR	\$1,007.72

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
SVC						
SOUTH COAST EMERGENCY VEHICLE SVC					Total Check Amount:	\$1,007.72
V46205	SPORTS FACILITIES GROUP, INC.	10/29/2021	19464	490515151	BCC BSKTBALL HOOP RPR	\$1,175.00
SPORTS FACILITIES GROUP, INC.					Total Check Amount:	\$1,175.00
V46206	STATE INDUSTRIAL PRODUCTS	10/29/2021	8572	490515151	FIRE STN TRUCK WASH	\$137.70
STATE INDUSTRIAL PRODUCTS					Total Check Amount:	\$137.70
V46207	SUPERIOR ALARM SYSTEMS	10/29/2021	11074	110404211	PROGRAMMNG CHGS AUG21	\$99.00
SUPERIOR ALARM SYSTEMS					Total Check Amount:	\$99.00
V46208	TENNIS ANYONE ACADEMY	10/29/2021	12688	110404145	TENNIS LESSONS	\$2,501.60
TENNIS ANYONE ACADEMY					Total Check Amount:	\$2,501.60
V46209	THOMSON REUTERS - WEST	10/29/2021	22020	110111112	431851 LEGAL OCT 2021	\$165.00
THOMSON REUTERS - WEST					Total Check Amount:	\$165.00
V46210	TMK INDUSTRIAL FASTENERS	10/29/2021	20181	420515131	NUTS AND BOLTS	\$7,731.06
TMK INDUSTRIAL FASTENERS					Total Check Amount:	\$7,731.06
V46211	TRANS UNION LLC	10/29/2021	8371	110141481	HR SVCS 8/26-9/25	\$99.54
TRANS UNION LLC					Total Check Amount:	\$99.54
V46212	TRINITY SOUND COMPANY	10/29/2021	11364	110404542	SOUND EQUIPMENT	\$2,944.27
TRINITY SOUND COMPANY					Total Check Amount:	\$2,944.27
V46213	UNITED ROTARY BRUSH CORPORATION	10/29/2021	16649	480515161	SWEEPER BROOMS	\$593.20
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$593.20
V46214	VALVERDE CONSTRUCTION, INC.	10/29/2021	14201	430515123	IMPERIAL MNHOLE CLNUP	\$1,246.60
VALVERDE CONSTRUCTION, INC.					Total Check Amount:	\$1,246.60
V46215	WILLDAN ENGINEERING	10/29/2021	12445	84051517P	PLAN CHECK SVCS 8/27	\$959.00
		10/29/2021	12445	110000000	PLAN CHECK SVCS 8/27	\$84.00
WILLDAN ENGINEERING					Total Check Amount:	\$1,043.00
V46216	ZOLL MEDICAL CORPORATION	10/29/2021	23538	174222222	2022 PRECISION PLAN	\$6,412.50
ZOLL MEDICAL CORPORATION					Total Check Amount:	\$6,412.50
V46217	ZUMAR INDUSTRIES, INC.	10/29/2021	3802	110515121	STREET SIGNS	\$793.54
ZUMAR INDUSTRIES, INC.					Total Check Amount:	\$793.54
Voucher Subtotal						\$156,662.84

TOTAL \$1,081,982.75

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Monthly Report of Cash Investments for the City of Brea for Period Ended September 30, 2021

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Cash and Investments is in accordance with Government Code Sections (GCS) 41004 and 53607 and contains information on the cash and investment activities for the month of September 2021. 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 (Chandler). Together, the short and long-term investment accounts represent the City's investment portfolio.

Attachment A includes a Cash and Investment Information Summary and Monthly Account Statement prepared by Chandler for invested funds. The book value is the cost plus or minus amortization/accretion. As of September 30, 2021, the total market value of the managed investment portfolio, including accrued interest, was \$93,889,386.21 as compared to \$94,124,943.14 at August 31, 2021. The weighted average investment yield for September 30, 2021 was 1.44%, which was slightly less than the prior month. The City's Local Agency Investment Fund (LAIF) had a total market value, including accrued interest of \$6,300,278.90 at September 30, 2021. This brings the total value of the City's investment portfolio as of September 30, 2021 to \$100,189,665.11 as compared to \$101,024,092.34 at August 31, 2021.

The City has restricted cash and investments held in the post-employment benefits trust account administered by PARS (PARS account), which are managed by HighMark Capital (HighMark) and the City's various bond reserve accounts which are managed by Chandler. Attachment A includes a monthly statement from US Bank for the PARS account as well as a portfolio report from Chandler for each bond reserve account that is invested. As of September 30, 2021, the market value of the PARS account, including short-term cash and accrued interest was \$10,845,234.35 compared to \$11,197,018.10 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest, was \$685,112.91 in comparison to \$1,582,206.62 from the prior month.

Pursuant to the City's investment policy, with the exception of LAIF, direct time certificates of deposit and money market mutual funds, all City investments are held by third-party custodians. The Bank of New York Mellon Trust Company, N.A. (BNY) holds accounts managed by Chandler and US Bank holds the PARS account managed by HighMark, which acts as an agent of the City. These financial institutions are not a counterparty to the investment transaction and all securities are held in the name of the City of Brea. The custodial accounts have been reconciled to the par value of the applicable portfolio report 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 October 25, 2021, 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 September, the total value of the City's investment portfolio decreased by \$834,427.23. The decrease was primarily due to Capital Improvement Project (CIP) expenditures incurred during the month. The City's PARS account decreased by \$351,783.75 due to market rate adjustments and the City's bond reserve accounts decreased by \$897,093.71 due to debt service payments for the 2014 Downtown Brea Public Improvements CFD Bonds, 2017 Brea Plaza Public Improvements CFD Bonds and the 2019 Olinda Ranch Public Improvement CFD Bonds.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Anthony Godoy, Management Analyst II

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

City of Brea
Cash and Investment Information
September 30, 2021

		Book Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 3,104,884.39	\$ 3,104,884.39
Local Agency Investment Fund	LAIF	\$ 6,296,003.32	\$ 6,300,278.90
Managed Investment Portfolio - CHANDLER	Chandler/BNY	\$ 92,134,958.84	\$ 93,889,386.21
PARS Post-Employment Benefits Trust**	Highmark/US Bank	\$ 8,769,314.44	\$ 10,845,234.35
<u>Fiscal Agent Cash & Investments**</u>			
2010 Lease Revenue Bonds	Chandler/BNY	\$ -	\$ -
2014 Downtown Brea Public Improvements CFD Bonds (CFD 1996-1)	Chandler/BNY	\$ -	\$ -
2014 Water Revenue Bonds	Chandler/BNY	\$ 1.20	\$ 1.20
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 673,614.00	\$ 685,090.78
2019 Olinda Ranch Public Improvements CFD Bonds (CFD 1997-1)	Chandler/BNY	\$ 17.34	\$ 17.34
2019 Water Revenue Bonds	Chandler/BNY	\$ 3.59	\$ 3.59
2020 Water Revenue Refunding Bonds	Chandler/BNY	\$ -	\$ -
2021 Lease Revenue Refunding Bonds	Chandler/BNY	\$ -	\$ -
Sub-total - Fiscal Agent Cash & Investments		\$ 673,636.13	\$ 685,112.91
Report Grand Total		\$ 110,978,797.12	\$ 114,824,896.76

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
September 30, 2021

Fiscal Agent Cash & Investments Detail		Book Value	Market Value
10129	2010 Lease Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ -	\$ -
	Sub-total	\$ -	\$ -
	2014 Downtown Brea Public Improvements CFD Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ -	\$ -
	Sub-total	\$ -	\$ -
	2014 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 1.20	\$ 1.20
	Sub-total	\$ 1.20	\$ 1.20
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - CHANDLER	\$ 669,479.42	\$ 680,956.20
	Short-Term Treasury Funds - BNY	\$ 4,134.58	\$ 4,134.58
	Sub-total	\$ 673,614.00	\$ 685,090.78
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 17.34	\$ 17.34
	Sub-total	\$ 17.34	\$ 17.34
	2019 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 3.59	\$ 3.59
	Sub-total	\$ 3.59	\$ 3.59
	2020 Water Revenue Refunding Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ -	\$ -
	Sub-total	\$ -	\$ -
	2021 Lease Revenue Refunding Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 32,547.18	\$ 32,547.18
	Sub-total	\$ 32,547.18	\$ 32,547.18
Report Grand Total		\$ 706,183.31	\$ 717,660.09

City of Brea
Accounting of Cash Receipts, Disbursements and Balances
For the Month of September 2021

Fund	Fund Name	Cash Balance 08/31/2021 ¹	Cash Receipts ²	Cash Disbursements ²	Cash Balance 09/30/2021 ¹
110	GENERAL FUND	8,406,337.66	4,241,319.02	(4,869,304.65)	7,778,352.03
120	GENERAL MAINTENANCE PLAN	1,409,782.90	1,713.67	(715.72)	1,410,780.85
130	BREA WAR MEMORIAL	11,454.12	704.55	-	12,158.67
140	CBED FUND	5,120,222.69	269.58	(25,001.71)	5,095,490.56
150	OPEB FUND	155,597.64	81,039.00	(81,315.22)	155,321.42
172	PUBLIC SAFETY AUG-PROP172	560,412.02	72,186.18	-	632,598.20
173	SUPPL LAW ENF SVC - COPS	57,984.76	71,274.31	(8,333.00)	120,926.07
174	PARAMEDIC SERVICES	570,000.93	135,429.56	(524,103.17)	181,327.32
181	EQUIP REPL FUND-BCC	917,889.66	13,917.00	(5,918.29)	925,888.37
182	FIXED ASSET REPL FUND	5,874,024.95	62,500.00	(44,077.55)	5,892,447.40
220	GAS TAX	1,605,745.80	100,686.36	(38,330.96)	1,668,101.20
221	ROAD MAINTENANCE & REPAIR	1,880,906.73	77,458.33	(424.41)	1,957,940.65
230	NARC ENF ASSET SEIZ - FED	-	-	-	-
231	NARC ENF ASSET SEIZ-TREAS	340,668.06	100.77	-	340,768.83
240	AIR QUALITY IMPROV FEES	437,895.87	167.00	-	438,062.87
250	PARK DEVELOPMENT	2,470,988.62	730.91	-	2,471,719.53
260	MEASURE M TRANSPORT TAX	1,875,128.61	202,675.01	(9,590.06)	2,068,213.56
270	AFFORDABLE HOUSING TRUST	3,210,551.86	936.03	(3,302.00)	3,208,185.89
280	HOUSING PROGRAMS & SERVIC	5,526,081.12	57,381.21	(31,191.77)	5,552,270.56
290	COMM DEV BLK GRANT (CDBG)	(337,122.47)	-	(8,765.00)	(345,887.47)
341	LNDSP & LGT MAINT DIST #1	(2,958.88)	2.02	(5,548.68)	(8,505.54)
342	LIGHTING MAINT DIST #2	37,808.36	10.37	(401.49)	37,417.24
343	LNDSP & LTG MAINT DIST #3	67,777.94	2.02	(10,107.17)	57,672.79
344	LIGHTING MAINT DIST #4	19,141.52	4.36	(551.49)	18,594.39
345	LNDSP & LTG MAINT DIST #5	75,419.51	3.40	(5,500.11)	69,922.80
346	LNDSP & LTG MAINT DIST #6	68,998.57	989.42	(11,842.35)	58,145.64
347	LNDSP & LTG MAINT DIST #7	5,430.73	1.02	(3,458.49)	1,973.26
360	CFD-BLACKSTONE (2008-1)	1,940,483.81	863.53	(59,634.92)	1,881,712.42
361	CFD-LA FLORESTA (2011-1)	268,370.54	244.32	(36,373.53)	232,241.33
362	CFD-TAYLOR MORR (2013-1)	131,678.25	46.31	(3,106.58)	128,617.98
363	CFD-CENTRAL PARK VILLAGE	117,145.00	45.33	(3,576.20)	113,614.13
410	URBAN RUNOFF FUND	776,526.88	39,445.54	(28,059.53)	787,912.89
420	WATER UTILITY	20,728,061.85	2,291,183.00	(1,438,874.44)	21,580,370.41
430	SEWER UTILITY	4,968,621.28	222,535.39	(98,113.11)	5,093,043.56
440	SANITATION & ST SWEEPING	(649,358.93)	340,628.17	(315,752.55)	(624,483.31)
460	IT EXTERNAL SERVICES	321,442.13	92,457.93	(69,948.79)	343,951.27
465	GOLF COURSE	1,800,995.76	378,512.64	(310,243.43)	1,869,264.97
470	RISK MANAGEMENT	6,105,456.16	445,290.69	(240,796.70)	6,309,950.15
475	INFORMATION TECHNOLOGY	1,048,818.42	212,531.24	(189,705.81)	1,071,643.85
480	EQUIP & VEHICLE MAINT	1,885,549.38	264,976.88	(244,303.04)	1,906,223.22
490	BUILDING OCCUPANCY	1,439,261.52	222,860.05	(217,610.29)	1,444,511.28
510	CAPITAL IMPROVEMENT	1,558,513.01	34,411.43	(1,888,455.57)	(295,531.13)
540	IMPACT FEES - TRAFFIC	5,022,349.83	1,459.14	(7,776.90)	5,016,032.07
541	IMPACT FEES - WATER	1,111,612.18	328.81	-	1,111,940.99
542	IMPACT FEES - FIRE	714,215.51	200.26	-	714,415.77
543	IMPACT FEES - DISPATCH	23,843.91	7.05	-	23,850.96
550	STORM DRAIN CONSTRUCTION	346,775.69	102.57	-	346,878.26
560	CAPITAL & MITIGATION IMPR	4,341,994.11	5,970.61	-	4,347,964.72
630	REDEV SUPPORT AREA AB	(3,956.38)	3,860.25	(2,003.92)	(2,100.05)
810	PARS POST EMPLOY BENEFIT	-	-	-	-
830	SPEC DEPOSITS-REFUNDABLE	281,959.91	15,600.00	(6,700.00)	290,859.91
840	DEVELOPMENT	1,534,452.42	146,852.68	(264,265.94)	1,417,039.16
845	MIDBURY ASSESSMENT AUTHOR	1,765.78	0.52	-	1,766.30
865	HILLSIDE OPEN SPACE ED C	575,411.38	170.21	-	575,581.59
875	COMM FAC DISTRICT 08-2	60,347.75	0.50	(2,354.05)	57,994.20

880	COMM FAC DISTRICT 96-1	(2,092.73)	1.68	(2,198.54)	(4,289.59)
890	COMM FAC DISTRICT 97-1	78,221.29	1.25	(4,533.51)	73,689.03
910	GENERAL FIXED ASSETS	-	-	-	-
911	DISASTER RECOVERY FUND	5,232,142.66	1,531.26	(5,543.84)	5,228,130.08
920	GEN LONG-TERM DEBT - CITY	-	-	-	-
924	GEN LONG-TERM DEBT - BPFA	-	-	-	-
940	GASB34 CONVERSION	-	-	-	-
944	GASB34 BREA PUBLIC FINANC	-	-	-	-
950	ILJAOC - OPERATING	(80,327.31)	627,393.17	(158,966.77)	388,099.09
951	ILJAOC - REPLACEMENT	120,765.68	189,097.44	(4,799.17)	305,063.95
952	ILJAOC - GRANTS	-	-	-	-
Subtotal of Cash and Investments Held in City Funds		102,167,216.02	10,660,110.95	(11,291,480.42)	101,535,846.55

DEDUCT

930	CASH HELD AS INVESTMENTS	(98,982,461.82)	600,091.91	(48,592.25)	(98,430,962.16)
			11,260,202.86	(11,340,072.67)	

Cash Balance per General Ledger as of 09/30/2021 \$ 3,104,884.39

	Balance 9/30/2021
Reconciliation of Cash Held As Investments in Fund 930	
Investments Held in LAIF	6,296,003.32
Investments Held (at Par) - Chandler	91,808,629.94
Unallocated Interest Earnings	0.00
Investment Premiums / Discounts	326,328.90
Investment Balances held in Fund 930	\$ 98,430,962.16

¹ Cash balances between funds are subject to change due to 1. Interest Allocation 2. Subsequent Journal Entries.

² Cash receipts and disbursements may include accounting entries between funds.



City of Brea Laif

Account #10164

Portfolio Summary

As of September 30, 2021

PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	0.21%
Average Purchase YTM	0.21%
Average Market YTM	0.21%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	6,896,003	6,296,003
Accrued Interest	3,146	4,276
Total Market Value	6,899,149	6,300,279
Income Earned	1,067	1,130
Cont/WD		-600,000
Par	6,896,003	6,296,003
Book Value	6,896,003	6,296,003
Cost Value	6,896,003	6,296,003

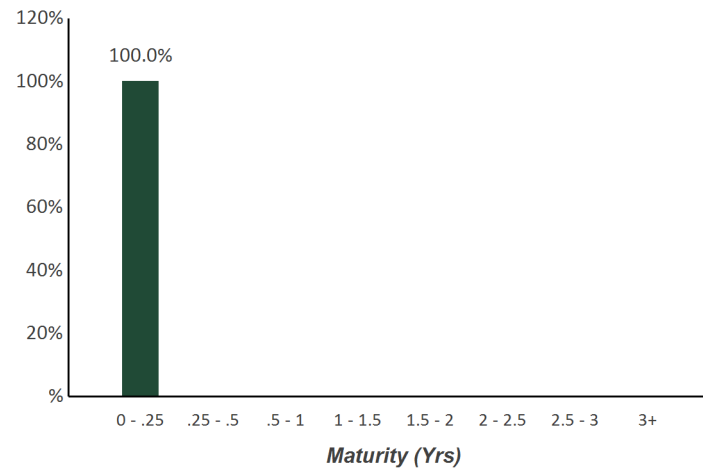
TOP ISSUERS

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	0.02%	0.06%	0.26%	0.42%	1.07%	1.55%	1.43%	N/A	N/A

Holdings Report

As of September 30, 2021



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	6,296,003.32	Various 0.21%	6,296,003.32 6,296,003.32	1.00 0.21%	6,296,003.32 4,275.58	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		6,296,003.32	0.21%	6,296,003.32	0.21%	6,296,003.32 4,275.58	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		6,296,003.32	0.21%	6,296,003.32	0.21%	6,296,003.32 4,275.58	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						6,300,278.90			

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Security Withdrawal	09/16/2021	90LAIF\$00	600,000.00	Local Agency Investment Fund State Pool	1.000		600,000.00	0.00	600,000.00	0.00
Subtotal			600,000.00				600,000.00	0.00	600,000.00	0.00
TOTAL DISPOSITIONS			600,000.00				600,000.00	0.00	600,000.00	0.00

Income Earned

As of September 30, 2021



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund	Various	6,896,003.32	3,145.88	0.00	1,129.70
	State Pool	Various	0.00	0.00	0.00	
		6,296,003.32	600,000.00	4,275.58	0.00	
			6,296,003.32	1,129.70	1,129.70	
			6,896,003.32	3,145.88	0.00	
			0.00	0.00	0.00	
			600,000.00	4,275.58	0.00	
Total Local Agency Investment Fund		6,296,003.32	6,296,003.32	1,129.70	1,129.70	1,129.70
			6,896,003.32	3,145.88	0.00	
			0.00	0.00	0.00	
			600,000.00	4,275.58	0.00	
TOTAL PORTFOLIO		6,296,003.32	6,296,003.32	1,129.70	1,129.70	1,129.70

Cash Flow Report

As of September 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2021	Dividend	90LAIF\$00	708,456,245.49	Local Agency Investment Fund State Pool	0.00	4,205.83	4,205.83
OCT 2021					0.00	4,205.83	4,205.83
TOTAL					0.00	4,205.83	4,205.83



Chandler Asset Management, Inc. ("Chandler") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV). To obtain a copy of our current disclosures, you may contact your client service representative by calling the number on the front of this statement or you may visit our website at www.chandlerasset.com.

Information contained in this monthly statement is confidential and is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of this statement, but may become outdated or superseded at any time without notice.

Custody: Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

Valuation: Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance: Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



City of Brea

Account #120

Portfolio Summary

As of September 30, 2021

PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.51
Average Coupon	1.60%
Average Purchase YTM	1.44%
Average Market YTM	0.53%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.78 yrs
Average Life	2.56 yrs

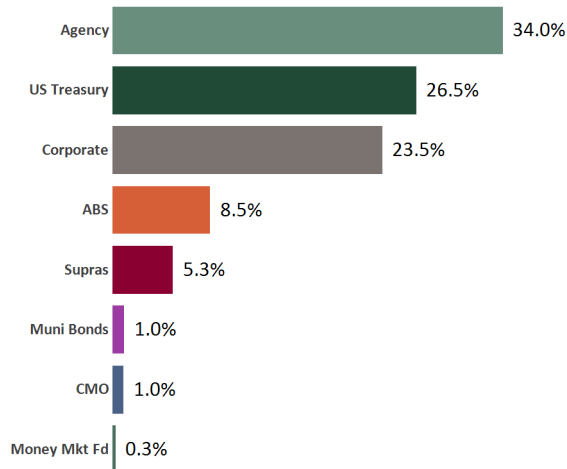
ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	93,754,576	93,562,306
Accrued Interest	370,367	327,080
Total Market Value	94,124,943	93,889,386
Income Earned	112,712	110,906
Cont/WD		0
Par	91,615,504	91,808,630
Book Value	91,969,198	92,134,959
Cost Value	92,138,663	92,304,636

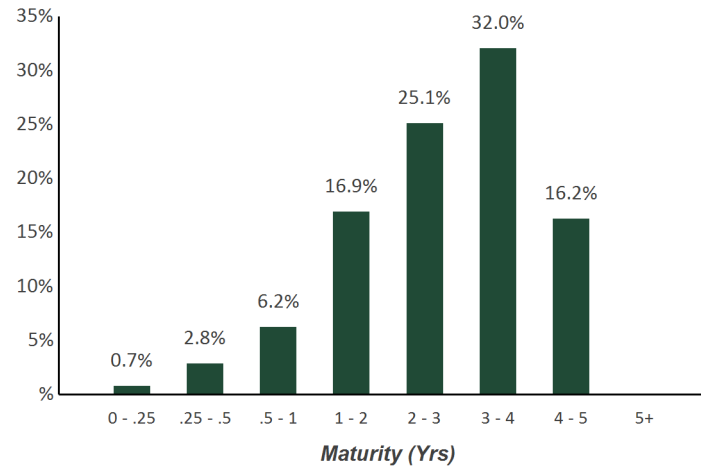
TOP ISSUERS

Government of United States	26.5%
Federal National Mortgage Assoc	15.4%
Federal Home Loan Mortgage Corp	11.1%
Federal Home Loan Bank	8.5%
Inter-American Dev Bank	4.3%
Bank of America Corp	1.9%
JP Morgan Chase & Co	1.9%
John Deere ABS	1.6%
Total	71.1%

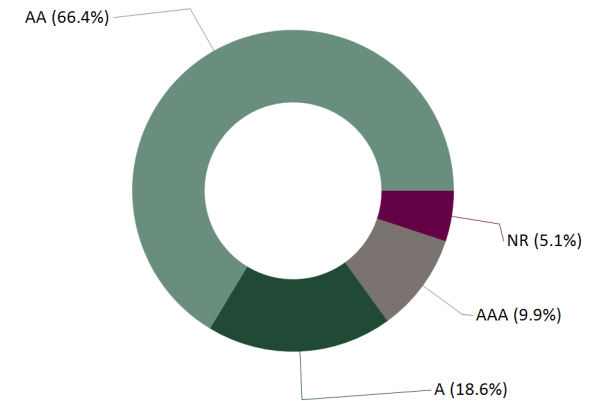
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	4/30/1996
City of Brea	-0.25%	0.05%	-0.26%	-0.02%	2.33%	3.39%	2.08%	1.78%	3.74%
ICE BofA 1-5 Yr US Treasury & Agency Index*	-0.28%	0.00%	-0.41%	-0.38%	2.06%	3.23%	1.80%	1.46%	3.38%
ICE BofA 1-5 Yr AAA-A US Corp & Govt Index	-0.28%	0.01%	-0.37%	-0.27%	2.17%	3.33%	1.92%	1.63%	N/A

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



Statement of Compliance

As of September 30, 2021

City of Brea

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

Category	Standard	Comment
U.S Treasuries	No limitations; Bills, Notes, and Bonds	Complies
Federal Agencies	25% max per issuer; 5% max in callables bonds issued by Agencies; U.S. Government Agency securities and instrumentality of government-sponsored corporations	Complies
Supranational Obligations	"AA" rated or higher by a NRSRO; 15% maximum; 5% max per issuer	Complies
Municipal Securities	5% max issuer; Other investments that are legal investments through the State of California Government Code	Complies
Corporate Medium Term Notes	"A" rated or better by a NRSRO; 30% maximum; 5% max per issuer	Complies
Pass Through Securities, Asset-Backed Securities (ABS), CMOs	"AA" rated or higher by a NRSRO; 20% maximum (combined), 10% maximum (ABS); 5% max per issuer	Complies
Negotiable Certificates of Deposit (NCD)	30% maximum; 5% max per issuer	Complies
Certificates of Deposit (CDs)/ Time Deposits (TDs)	5% max issuer; FDIC Insured and/or Collateralized	Complies
Banker's Acceptances	40% maximum; 5% max issuer; 180 days max maturity	Complies
Commercial Paper	A-1/P-1 by S&P and Moody's; 25% maximum; 5% max per issuer; 270 days max maturity	Complies
Money Market Funds	Highest rating by two NRSROs; 20% maximum; 5% max per fund	Complies
Local Agency Investment Fund (LAIF)	40%; <60%, with OCIP	Complies
OCIP/ County Pool	40%; <60%, with LAIF	Complies
Repurchase Agreements	5% max issuer; 1 year max maturity	Complies
Prohibited	Derivatives, inverse floaters, range notes, or interest-only strips derived from a pool of mortgages; any security that could result in a zero interest accrual if held to maturity	Complies
Downgrade	If a security owned by the City is downgraded to a level below the requirements of the policy, making the security ineligible for additional purchases, the following steps will be taken: -Any actions taken related to the downgrade by the investment manager will be communicated to the City Treasurer and the Administrative Services Director within two (2) business days; -If a decision is made to retain the security, the credit situation will be monitored and reported to the City Council.	Complies
Max Per Issuer	5% max per issuer, with the exception of U.S. Treasuries, U.S. Federal Government Agency obligations, Approved State and County investment pools	Complies
Maximum Maturity	5 years	Complies



City of Brea

Reconciliation Summary

Account #120

As of September 30, 2021

BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$91,969,198.47
<u>Acquisition</u>		
+ Security Purchases	\$1,496,315.19	
+ Money Market Fund Purchases	\$1,391,867.37	
+ Money Market Contributions	\$161,543.63	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$3,049,726.19
<u>Dispositions</u>		
- Security Sales	\$1,023,512.00	
- Money Market Fund Sales	\$1,496,514.09	
- MMF Withdrawals	\$161,543.63	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$202,227.61	
Total Dispositions		\$2,883,797.33
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$11,737.07)	
		(\$11,737.07)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$11,568.58	
		\$11,568.58
ENDING BOOK VALUE		\$92,134,958.84

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$344,630.24
<u>Acquisition</u>		
Contributions	\$161,543.63	
Security Sale Proceeds	\$1,023,512.00	
Accrued Interest Received	\$12,822.78	
Interest Received	\$153,302.13	
Dividend Received	\$2.85	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$202,227.61	
Total Acquisitions	\$1,553,411.00	
<u>Dispositions</u>		
Withdrawals	\$161,543.63	
Security Purchase	\$1,496,315.19	
Accrued Interest Paid	\$198.90	
Total Dispositions	\$1,658,057.72	
ENDING BOOK VALUE		\$239,983.52



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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									
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	24,763.66	08/21/2018 2.98%	24,760.26 24,762.90	100.22 0.22%	24,819.28 20.29	0.03% 56.38	Aaa / NR AAA	0.89 0.08
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	22,418.77	07/25/2019 2.31%	22,656.09 22,491.17	100.12 0.03%	22,446.14 29.49	0.02% (45.03)	Aaa / AAA NR	0.96 0.04
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	22,488.99	07/18/2018 3.10%	22,487.28 22,488.54	100.19 0.18%	22,532.01 30.78	0.02% 43.47	Aaa / NR AAA	1.13 0.07
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	224,843.07	06/24/2020 0.83%	230,753.98 227,252.90	100.88 0.11%	226,816.29 290.80	0.24% (436.61)	Aaa / NR AAA	1.79 0.31
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	388,556.38	08/20/2019 1.79%	388,553.16 388,555.37	100.75 0.23%	391,453.46 307.39	0.42% 2,898.09	Aaa / AAA NR	1.87 0.48
58769EAC2	Mercedes-Benz Auto Lease Trust 2020- B A3 0.4% Due 11/15/2023	280,000.00	09/15/2020 0.40%	279,985.80 279,992.08	100.15 0.24%	280,427.00 49.78	0.30% 434.92	NR / AAA AAA	2.13 0.92
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	159,849.87	07/16/2019 2.23%	159,815.94 159,832.85	100.95 0.27%	161,373.08 157.01	0.17% 1,540.23	Aaa / NR AAA	2.21 0.49
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	370,000.00	10/01/2019 1.95%	369,971.47 369,983.93	100.99 0.23%	373,654.12 219.33	0.40% 3,670.19	NR / AAA AAA	2.56 0.57
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	813,725.68	Various 1.71%	817,735.15 816,369.28	101.00 0.22%	821,854.80 698.00	0.88% 5,485.52	Aaa / AAA NR	2.79 0.58
43813DAC2	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	280,000.00	05/18/2020 0.83%	279,977.96 279,985.14	100.52 0.24%	281,451.80 102.04	0.30% 1,466.66	Aaa / AAA NR	2.79 0.89
47789KAC7	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	460,000.00	03/04/2020 1.11%	459,971.89 459,981.78	100.69 0.22%	463,181.82 224.89	0.49% 3,200.04	Aaa / NR AAA	2.88 0.78
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	465,000.00	09/22/2020 0.38%	464,931.69 464,953.58	100.11 0.28%	465,519.41 62.13	0.50% 565.83	NR / AAA AAA	3.05 1.20
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	640,000.00	08/10/2021 0.39%	639,991.30 639,991.73	99.93 0.43%	639,575.04 76.27	0.68% (416.69)	NR / AAA AAA	3.06 1.88
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	215,000.00	07/14/2020 0.52%	214,967.23 214,978.46	100.21 0.30%	215,451.07 48.73	0.23% 472.61	Aaa / NR AAA	3.13 0.97



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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									
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	285,000.00	09/08/2021 0.34%	284,970.59 284,971.16	99.91 0.38%	284,736.38 41.80	0.30% (234.78)	Aaa / NR AAA	3.24 1.77
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	370,000.00	10/06/2020 0.36%	369,931.07 369,946.72	100.08 0.28%	370,278.24 57.56	0.39% 331.52	NR / AAA AAA	3.30 1.05
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	650,000.00	08/04/2020 0.48%	649,863.50 649,897.77	100.25 0.29%	651,617.20 93.35	0.69% 1,719.43	Aaa / NR AAA	3.39 1.34
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	230,000.00	02/17/2021 0.27%	229,995.79 229,996.61	99.95 0.31%	229,890.06 17.25	0.24% (106.55)	Aaa / NR AAA	3.56 1.32
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	470,000.00	10/20/2020 0.39%	469,891.76 469,922.12	100.07 0.33%	470,339.34 79.38	0.50% 417.22	NR / AAA AAA	3.62 1.39
89240BAC2	Toyota Auto Receivables Owners 2021- A A3 0.26% Due 5/15/2025	810,000.00	02/02/2021 0.27%	809,849.66 809,880.90	99.90 0.34%	809,174.61 93.60	0.86% (706.29)	Aaa / NR AAA	3.62 1.36
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	400,000.00	04/20/2021 0.38%	399,957.92 399,963.82	99.96 0.40%	399,837.20 67.56	0.43% (126.62)	NR / AAA AAA	3.96 1.75
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	385,000.00	07/13/2021 0.52%	384,965.66 384,967.51	99.93 0.55%	384,741.67 88.98	0.41% (225.84)	Aaa / NR AAA	4.46 2.41
Total ABS		7,966,646.42	0.79%	7,975,985.15 7,971,166.32	0.30%	7,991,170.02 2,856.41	8.51% 20,003.70	Aaa / AAA AAA	3.09 1.17

AGENCY									
3130AF5B9	FHLB Note 3% Due 10/12/2021	250,000.00	11/29/2018 2.91%	250,630.00 250,006.62	100.09 0.30%	250,224.50 3,520.83	0.27% 217.88	Aaa / AA+ NR	0.03 0.03
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	775,000.00	08/28/2018 2.83%	764,808.75 772,170.18	102.74 0.20%	796,241.20 6,027.78	0.85% 24,071.02	Aaa / AA+ NR	1.19 1.17
3135G0T94	FNMA Note 2.375% Due 1/19/2023	625,000.00	03/14/2018 2.73%	615,087.50 622,339.87	102.83 0.20%	642,666.25 2,968.75	0.69% 20,326.38	Aaa / AA+ AAA	1.30 1.28
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	1,660,000.00	05/05/2020 0.39%	1,659,302.80 1,659,629.39	100.22 0.24%	1,663,630.42 2,524.58	1.77% 4,001.03	Aaa / AA+ AAA	1.59 1.59
3137EAEN5	FHLMC Note 2.75% Due 6/19/2023	1,200,000.00	07/20/2018 2.86%	1,193,976.00 1,197,895.63	104.29 0.25%	1,251,489.60 9,350.00	1.34% 53,593.97	Aaa / AA+ AAA	1.72 1.68



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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									
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	1,025,000.00	08/19/2020 0.28%	1,023,954.50 1,024,341.09	99.96 0.27%	1,024,552.08 263.37	1.09% 210.99	Aaa / AA+ AAA	1.90 1.89
313383YJ4	FHLB Note 3.375% Due 9/8/2023	1,200,000.00	10/29/2018 3.08%	1,215,756.00 1,206,282.85	106.03 0.26%	1,272,333.60 2,587.50	1.36% 66,050.75	Aaa / AA+ NR	1.94 1.89
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,500,000.00	06/21/2019 1.89%	1,559,805.00 1,527,593.35	105.07 0.27%	1,576,003.50 2,276.04	1.68% 48,410.15	Aaa / AA+ AAA	1.95 1.91
3135G06H1	FNMA Note 0.25% Due 11/27/2023	1,610,000.00	11/23/2020 0.29%	1,608,164.60 1,608,683.26	99.88 0.31%	1,608,014.87 1,386.39	1.71% (668.39)	Aaa / AA+ AAA	2.16 2.15
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,075,000.00	Various 2.74%	1,106,057.50 1,088,850.44	106.66 0.32%	1,146,576.73 11,388.28	1.23% 57,726.29	Aaa / AA+ AAA	2.19 2.11
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,500,000.00	04/29/2019 2.37%	1,500,105.00 1,500,052.62	104.97 0.33%	1,574,490.00 2,276.04	1.68% 74,437.38	Aaa / AA+ NR	2.44 2.38
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/18/2019 1.96%	1,564,890.20 1,535,151.82	106.45 0.47%	1,596,786.00 12,817.70	1.71% 61,634.18	Aaa / AA+ NR	2.71 2.60
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,200,000.00	09/13/2019 1.79%	1,262,028.00 1,236,659.09	106.89 0.52%	1,282,635.60 1,725.00	1.37% 45,976.51	Aaa / AA+ AAA	2.96 2.85
3135G0W66	FNMA Note 1.625% Due 10/15/2024	1,755,000.00	Various 1.49%	1,765,434.95 1,761,873.70	103.32 0.52%	1,813,288.82 13,150.32	1.95% 51,415.12	Aaa / AA+ AAA	3.04 2.95
3135G0X24	FNMA Note 1.625% Due 1/7/2025	1,875,000.00	Various 1.47%	1,888,349.75 1,884,002.53	103.39 0.58%	1,938,534.37 7,109.38	2.07% 54,531.84	Aaa / AA+ AAA	3.27 3.18
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	1,920,000.00	02/13/2020 1.52%	1,918,521.60 1,919,003.60	102.85 0.64%	1,974,689.28 3,920.00	2.11% 55,685.68	Aaa / AA+ AAA	3.37 3.28
3135G03U5	FNMA Note 0.625% Due 4/22/2025	1,510,000.00	04/22/2020 0.67%	1,506,889.40 1,507,784.72	99.77 0.69%	1,506,492.27 4,168.23	1.61% (1,292.45)	Aaa / AA+ AAA	3.56 3.51
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	1,800,000.00	Various 0.46%	1,802,513.00 1,802,325.62	99.22 0.71%	1,786,044.60 2,600.00	1.91% (16,281.02)	Aaa / AA+ AAA	3.72 3.67
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	1,800,000.00	Various 0.45%	1,793,673.60 1,795,071.74	98.65 0.74%	1,775,705.41 1,312.50	1.89% (19,366.33)	Aaa / AA+ AAA	3.81 3.77
3135G05X7	FNMA Note 0.375% Due 8/25/2025	1,800,000.00	Various 0.45%	1,793,460.00 1,794,517.50	98.43 0.78%	1,771,759.80 675.00	1.89% (22,757.70)	Aaa / AA+ AAA	3.90 3.86
3137EAEEX3	FHLMC Note 0.375% Due 9/23/2025	1,805,000.00	Various 0.44%	1,799,651.55 1,800,662.04	98.34 0.80%	1,774,952.17 150.42	1.89% (25,709.87)	Aaa / AA+ AAA	3.98 3.94



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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									
3135G06G3	FNMA Note 0.5% Due 11/7/2025	1,825,000.00	Various 0.57%	1,819,098.50 1,820,142.88	98.67 0.83%	1,800,658.15 3,650.00	1.92% (19,484.73)	Aaa / AA+ AAA	4.11 4.04
Total Agency		31,210,000.00	1.32%	31,412,158.20 31,315,040.54	0.51%	31,827,769.22 95,848.11	34.00% 512,728.68	Aaa / AA+ AAA	2.85 2.79
CMO									
3137BFE98	FHLMC K041 A2 3.171% Due 10/25/2024	850,000.00	07/01/2021 0.72%	914,347.66 909,665.85	106.92 0.76%	908,847.20 2,246.13	0.97% (818.65)	Aaa / AAA AAA	3.07 2.86
Total CMO		850,000.00	0.72%	914,347.66 909,665.85	0.76%	908,847.20 2,246.13	0.97% (818.65)	Aaa / AAA AAA	3.07 2.86
CORPORATE									
05531FBG7	Truist Financial Corporation Callable Note Cont 5/20/2022 3.05% Due 6/20/2022	650,000.00	07/26/2021 0.17%	665,236.00 661,850.22	101.79 0.24%	661,643.45 5,562.01	0.71% (206.77)	A3 / A- A	0.72 0.63
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45%	889,919.90 889,986.84	101.67 0.20%	904,872.79 3,815.88	0.97% 14,885.95	A2 / A A+	0.82 0.74
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	750,000.00	05/20/2019 2.73%	748,027.50 749,294.07	102.90 0.29%	771,777.00 3,643.75	0.83% 22,482.93	A2 / A A	1.32 1.22
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	650,000.00	Various 3.23%	637,699.50 646,299.50	103.53 0.33%	672,917.05 1,263.89	0.72% 26,617.55	A2 / A A	1.43 1.41
89236TJD8	Toyota Motor Credit Corp Note 0.4% Due 4/6/2023	275,000.00	04/06/2021 0.44%	274,777.25 274,830.87	100.18 0.28%	275,484.83 525.56	0.29% 653.96	A1 / A+ A+	1.52 1.51
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	800,000.00	05/16/2019 2.78%	821,248.00 808,475.57	104.94 0.36%	839,507.20 11,900.00	0.91% 31,031.63	A1 / A AA-	1.58 1.53
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	900,000.00	Various 3.18%	871,569.25 889,670.05	103.23 0.36%	929,079.91 8,880.00	1.00% 39,409.86	Aa1 / AA+ NR	1.59 1.55
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	904,000.00	04/26/2019 2.68%	928,769.60 914,027.77	105.13 0.29%	950,376.10 8,110.89	1.02% 36,348.33	Aa2 / AA AA	1.74 1.61
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	225,000.00	07/11/2018 3.49%	224,610.75 224,861.07	105.24 0.50%	236,795.40 1,660.31	0.25% 11,934.33	A3 / A- NR	1.79 1.74



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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
CORPORATE									
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	760,000.00	Various 3.28%	763,588.40 761,591.13	105.47 0.44%	801,581.88 3,732.44	0.86% 39,990.75	A1 / A+ NR	1.86 1.81
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	250,000.00	05/16/2019 2.79%	256,575.00 252,891.47	105.76 0.35%	264,391.25 1,197.92	0.28% 11,499.78	A1 / A AA-	1.86 1.81
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	750,000.00	Various 3.38%	757,259.00 753,371.87	106.24 0.53%	796,831.50 12,914.06	0.86% 43,459.63	A3 / A- NR	2.03 1.94
24422EVN6	John Deere Capital Corp Note 0.45% Due 1/17/2024	640,000.00	03/01/2021 0.47%	639,545.60 639,637.00	99.97 0.46%	639,811.20 592.00	0.68% 174.20	A2 / A A	2.30 2.28
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	800,000.00	Various 2.74%	810,414.54 805,768.43	104.21 0.59%	833,696.80 2,051.11	0.89% 27,928.37	A2 / A- AA-	2.43 1.40
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	1,100,000.00	Various 2.79%	1,121,362.00 1,111,398.05	106.25 0.67%	1,168,712.60 1,986.11	1.25% 57,314.55	A1 / A AA-	2.45 2.36
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	530,000.00	03/16/2021 0.77%	529,735.00 529,782.63	100.47 0.55%	532,503.72 143.54	0.57% 2,721.09	A2 / A A	2.47 2.36
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	185,000.00	06/29/2021 0.64%	184,905.65 184,912.60	100.19 0.39%	185,343.55 253.73	0.20% 430.95	A2 / A+ NR	2.79 0.79
69371RQ25	Paccar Financial Corp Note 2.15% Due 8/15/2024	195,000.00	08/08/2019 2.20%	194,569.05 194,752.56	103.71 0.84%	202,238.99 535.71	0.22% 7,486.43	A1 / A+ NR	2.88 2.79
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	1,100,000.00	Various 2.21%	1,102,086.00 1,101,362.27	104.36 0.82%	1,147,997.40 10,312.50	1.23% 46,635.13	A2 / A AA-	3.09 2.96
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/8/2024	1,100,000.00	01/28/2020 1.91%	1,111,770.00 1,107,653.20	104.48 0.69%	1,149,247.00 9,394.31	1.23% 41,593.80	A2 / A A	3.11 2.99
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	955,000.00	01/16/2020 2.10%	952,965.85 953,655.03	103.55 0.93%	988,894.86 3,806.74	1.06% 35,239.83	A1 / AA- AA-	3.31 3.11
06367WB85	Bank of Montreal Note 1.85% Due 5/1/2025	826,000.00	07/23/2021 0.85%	856,413.32 854,952.42	102.86 1.03%	849,662.42 6,367.08	0.91% (5,290.00)	A2 / A- AA-	3.59 3.44
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	985,000.00	05/24/2021 0.74%	986,279.75 986,172.88	99.97 0.84%	984,685.80 2,705.47	1.05% (1,487.08)	A2 / A- AA-	3.67 2.63



City of Brea

Account #120

Holdings Report

As of September 30, 2021

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
CORPORATE									
46647PCK0	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	470,000.00	Various 0.87%	470,293.55 470,273.64	100.11 0.93%	470,509.02 1,239.78	0.50% 235.38	A2 / A- AA-	3.73 2.68
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	312,000.00	05/20/2021 1.11%	323,646.96 322,587.40	102.79 1.28%	320,704.49 2,870.37	0.34% (1,882.91)	A2 / A- AA-	4.56 3.40
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	1,455,000.00	05/10/2021 1.09%	1,448,714.40 1,449,203.20	99.89 1.02%	1,453,424.24 5,617.92	1.55% 4,221.04	A1 / AA AA-	4.62 4.40
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	240,000.00	Various 1.08%	240,776.80 240,729.81	100.03 1.14%	240,068.16 1,012.00	0.26% (661.65)	A3 / A+ A	4.62 4.39
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	995,000.00	06/15/2021 1.13%	994,562.20 994,587.37	99.40 1.26%	989,001.15 3,202.66	1.06% (5,586.22)	A1 / A+ A+	4.72 4.56
06051GJD2	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	950,000.00	Various 1.24%	952,508.00 952,380.93	99.98 1.32%	949,839.46 3,550.30	1.02% (2,541.47)	A2 / A- AA-	4.72 3.61
06368FAC3	Bank of Montreal Note 1.25% Due 9/15/2026	500,000.00	09/13/2021 1.28%	499,395.00 499,400.30	99.17 1.42%	495,856.50 277.78	0.53% (3,543.80)	A2 / A- AA-	4.96 4.79
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	235,000.00	09/08/2021 1.09%	234,555.85 234,559.26	99.82 1.09%	234,575.36 95.96	0.25% 16.10	Aa2 / AA AA	4.97 4.74
Total Corporate		21,377,000.00	1.91%	21,493,779.67 21,460,919.41	0.70%	21,942,031.08 119,221.78	23.50% 481,111.67	A1 / A A+	2.81 2.53
MONEY MARKET FUND									
316175884	Fidelity Institutional Money Market Fund 696	239,983.52	Various 0.01%	239,983.52 239,983.52	1.00 0.01%	239,983.52 0.00	0.26% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund		239,983.52	0.01%	239,983.52 239,983.52	0.01%	239,983.52 0.00	0.26% 0.00	Aaa / AAA NR	0.00 0.00



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Holdings Report

As of September 30, 2021

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 State Taxable GO 2.4% Due 10/1/2024	900,000.00	10/16/2019 1.91%	920,673.00 912,559.65	105.29 0.62%	947,619.00 10,800.00	1.02% 35,059.35	Aa2 / AA- AA	3.01 2.88
Total Municipal Bonds		900,000.00	1.91%	920,673.00 912,559.65	0.62%	947,619.00 10,800.00	1.02% 35,059.35	Aa2 / AA- AA	3.01 2.88
SUPRANATIONAL									
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 1,274,906.39	100.58 0.21%	1,282,331.25 5,494.01	1.37% 7,424.86	Aaa / NR AAA	0.30 0.30
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.40%	777,732.00 795,356.32	101.48 0.20%	811,855.20 661.12	0.87% 16,498.88	Aaa / AAA AAA	0.96 0.95
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	945,000.00	Various 0.54%	943,389.35 943,649.61	98.63 0.84%	932,024.21 2,008.13	0.99% (11,625.40)	Aaa / AAA AAA	4.08 4.02
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	1,915,000.00	04/13/2021 0.97%	1,906,229.30 1,907,017.03	99.57 0.97%	1,906,706.14 7,493.77	2.04% (310.89)	Aaa / AAA AAA	4.56 4.44
Total Supranational		4,935,000.00	1.42%	4,900,782.40 4,920,929.35	0.62%	4,932,916.80 15,657.03	5.27% 11,987.45	Aaa / AAA AAA	2.77 2.71
US TREASURY									
912828F96	US Treasury Note 2% Due 10/31/2021	200,000.00	01/27/2017 1.94%	200,524.11 200,009.06	100.16 0.12%	200,316.60 1,673.91	0.22% 307.54	Aaa / AA+ AAA	0.08 0.08
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14%	1,335,407.68 1,357,963.09	100.70 0.06%	1,369,562.16 2,038.12	1.46% 11,599.07	Aaa / AA+ AAA	0.41 0.42
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82%	1,115,601.34 1,102,386.71	101.53 0.09%	1,116,800.30 5,907.27	1.20% 14,413.59	Aaa / AA+ AAA	0.75 0.74
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87%	1,000,433.04 1,000,080.40	101.63 0.09%	1,016,328.00 1,605.66	1.08% 16,247.60	Aaa / AA+ AAA	0.92 0.91
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99%	1,226,243.75 1,237,230.49	101.65 0.10%	1,260,488.52 59.62	1.34% 23,258.03	Aaa / AA+ AAA	1.00 1.00



City of Brea

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Holdings Report

As of September 30, 2021

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									
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46%	1,132,121.09 1,145,470.68	102.46 0.15%	1,178,345.20 6,175.78	1.26% 32,874.52	Aaa / AA+ AAA	1.25 1.23
912828T91	US Treasury Note 1.625% Due 10/31/2023	1,500,000.00	05/29/2019 2.05%	1,472,988.28 1,487,288.60	102.74 0.31%	1,541,074.50 10,200.41	1.65% 53,785.90	Aaa / AA+ AAA	2.08 2.04
912828V23	US Treasury Note 2.25% Due 12/31/2023	1,250,000.00	06/21/2019 1.80%	1,274,560.55 1,262,213.33	104.26 0.35%	1,303,222.50 7,107.68	1.40% 41,009.17	Aaa / AA+ AAA	2.25 2.19
912828B66	US Treasury Note 2.75% Due 2/15/2024	1,500,000.00	04/29/2019 2.31%	1,529,648.44 1,514,671.92	105.62 0.37%	1,584,258.00 5,268.34	1.69% 69,586.08	Aaa / AA+ AAA	2.38 2.31
91282CBR1	US Treasury Note 0.25% Due 3/15/2024	950,000.00	03/30/2021 0.33%	947,699.22 948,091.20	99.64 0.40%	946,622.75 104.97	1.01% (1,468.45)	Aaa / AA+ AAA	2.46 2.45
912828X70	US Treasury Note 2% Due 4/30/2024	1,000,000.00	06/10/2019 1.92%	1,003,515.63 1,001,855.31	104.04 0.43%	1,040,391.00 8,369.57	1.12% 38,535.69	Aaa / AA+ AAA	2.58 2.51
912828XX3	US Treasury Note 2% Due 6/30/2024	1,450,000.00	12/12/2019 1.74%	1,466,595.70 1,460,021.36	104.17 0.47%	1,510,436.00 7,328.80	1.62% 50,414.64	Aaa / AA+ AAA	2.75 2.67
912828D56	US Treasury Note 2.375% Due 8/15/2024	1,500,000.00	03/05/2020 0.68%	1,611,093.75 1,571,803.66	105.36 0.50%	1,580,332.50 4,549.93	1.69% 8,528.84	Aaa / AA+ AAA	2.88 2.78
9128283D0	US Treasury Note 2.25% Due 10/31/2024	1,500,000.00	11/07/2019 1.77%	1,533,925.78 1,521,000.79	105.20 0.55%	1,578,046.50 14,123.64	1.70% 57,045.71	Aaa / AA+ AAA	3.09 2.97
912828ZC7	US Treasury Note 1.125% Due 2/28/2025	2,000,000.00	03/18/2020 0.81%	2,030,859.38 2,021,278.80	101.64 0.64%	2,032,890.00 1,926.80	2.17% 11,611.20	Aaa / AA+ AAA	3.42 3.35
91282CAM3	US Treasury Note 0.25% Due 9/30/2025	1,900,000.00	02/19/2021 0.51%	1,877,363.28 1,880,339.32	97.82 0.80%	1,858,585.70 13.05	1.98% (21,753.62)	Aaa / AA+ AAA	4.00 3.97
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	1,900,000.00	02/11/2021 0.42%	1,885,156.25 1,887,147.48	97.68 0.83%	1,855,840.20 1,987.77	1.98% (31,307.28)	Aaa / AA+ AAA	4.09 4.04
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	1,350,000.00	03/26/2021 0.77%	1,325,794.92 1,328,432.38	98.06 0.85%	1,323,791.10 1,701.33	1.41% (4,641.28)	Aaa / AA+ AAA	4.17 4.12

Holdings Report

As of September 30, 2021



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									
91282CCW9	US Treasury Note 0.75% Due 8/31/2026	480,000.00	09/17/2021 0.86%	477,393.75 477,409.62	98.88 0.98%	474,637.44 308.29	0.51% (2,772.18)	Aaa / AA+ AAA	4.92 4.81
Total US Treasury		24,330,000.00	1.42%	24,446,925.94 24,404,694.20	0.45%	24,771,968.97 80,450.94	26.47% 367,274.77	Aaa / AA+ AAA	2.56 2.51
TOTAL PORTFOLIO		91,808,629.94	1.44%	92,304,635.54 92,134,958.84	0.53%	93,562,305.81 327,080.40	100.00% 1,427,346.97	Aa1 / AA AAA	2.78 2.51
TOTAL MARKET VALUE PLUS ACCRUED						93,889,386.21			

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	09/02/2021	316175884	2.85	Fidelity Institutional Money Market Fund 696	1.000	0.01%	2.85	0.00	2.85	0.00
Purchase	09/05/2021	316175884	14,200.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	14,200.00	0.00	14,200.00	0.00
Purchase	09/06/2021	316175884	9,100.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	9,100.00	0.00	9,100.00	0.00
Purchase	09/08/2021	316175884	38,062.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	38,062.50	0.00	38,062.50	0.00
Purchase	09/11/2021	316175884	17,875.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	17,875.00	0.00	17,875.00	0.00
Purchase	09/12/2021	316175884	21,562.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	21,562.50	0.00	21,562.50	0.00
Purchase	09/13/2021	316175884	17,250.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	17,250.00	0.00	17,250.00	0.00
Purchase	09/14/2021	316175884	7,000.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	7,000.00	0.00	7,000.00	0.00
Purchase	09/14/2021	316175884	608,980.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	608,980.00	0.00	608,980.00	0.00
Purchase	09/15/2021	06368FAC3	500,000.00	Bank of Montreal Note 1.25% Due 9/15/2026	99.879	1.28%	499,395.00	0.00	499,395.00	0.00
Purchase	09/15/2021	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	99.990	0.34%	284,970.59	0.00	284,970.59	0.00
Purchase	09/15/2021	316175884	1,187.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	1,187.50	0.00	1,187.50	0.00
Purchase	09/15/2021	316175884	175.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	175.50	0.00	175.50	0.00
Purchase	09/15/2021	316175884	93.33	Fidelity Institutional Money Market Fund 696	1.000	0.01%	93.33	0.00	93.33	0.00
Purchase	09/15/2021	316175884	107.92	Fidelity Institutional Money Market Fund 696	1.000	0.01%	107.92	0.00	107.92	0.00
Purchase	09/15/2021	316175884	148.83	Fidelity Institutional Money Market Fund 696	1.000	0.01%	148.83	0.00	148.83	0.00

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	09/15/2021	316175884	191.33	Fidelity Institutional Money Market Fund 696	1.000	0.01%	191.33	0.00	191.33	0.00
Purchase	09/15/2021	316175884	300.30	Fidelity Institutional Money Market Fund 696	1.000	0.01%	300.30	0.00	300.30	0.00
Purchase	09/15/2021	316175884	421.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	421.67	0.00	421.67	0.00
Purchase	09/15/2021	316175884	91.38	Fidelity Institutional Money Market Fund 696	1.000	0.01%	91.38	0.00	91.38	0.00
Purchase	09/15/2021	316175884	126.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	126.67	0.00	126.67	0.00
Purchase	09/15/2021	316175884	38,900.75	Fidelity Institutional Money Market Fund 696	1.000	0.01%	38,900.75	0.00	38,900.75	0.00
Purchase	09/15/2021	316175884	11,455.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	11,455.50	0.00	11,455.50	0.00
Purchase	09/15/2021	316175884	13,857.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	13,857.67	0.00	13,857.67	0.00
Purchase	09/15/2021	316175884	26,168.31	Fidelity Institutional Money Market Fund 696	1.000	0.01%	26,168.31	0.00	26,168.31	0.00
Purchase	09/15/2021	316175884	69,082.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	69,082.67	0.00	69,082.67	0.00
Purchase	09/15/2021	316175884	27,789.94	Fidelity Institutional Money Market Fund 696	1.000	0.01%	27,789.94	0.00	27,789.94	0.00
Purchase	09/17/2021	316175884	427,354.78	Fidelity Institutional Money Market Fund 696	1.000	0.01%	427,354.78	0.00	427,354.78	0.00
Purchase	09/17/2021	931142ER0	235,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	99.811	1.09%	234,555.85	0.00	234,555.85	0.00
Purchase	09/18/2021	316175884	1,987.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	1,987.50	0.00	1,987.50	0.00
Purchase	09/20/2021	316175884	221.87	Fidelity Institutional Money Market Fund 696	1.000	0.01%	221.87	0.00	221.87	0.00
Purchase	09/20/2021	316175884	143.37	Fidelity Institutional Money Market Fund 696	1.000	0.01%	143.37	0.00	143.37	0.00



City of Brea

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Transaction Ledger

As of September 30, 2021

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	09/20/2021	316175884	254.58	Fidelity Institutional Money Market Fund 696	1.000	0.01%	254.58	0.00	254.58	0.00
Purchase	09/20/2021	316175884	598.17	Fidelity Institutional Money Market Fund 696	1.000	0.01%	598.17	0.00	598.17	0.00
Purchase	09/20/2021	91282CCW9	480,000.00	US Treasury Note 0.75% Due 8/31/2026	99.457	0.86%	477,393.75	198.90	477,592.65	0.00
Purchase	09/21/2021	316175884	51.75	Fidelity Institutional Money Market Fund 696	1.000	0.01%	51.75	0.00	51.75	0.00
Purchase	09/21/2021	316175884	18,267.72	Fidelity Institutional Money Market Fund 696	1.000	0.01%	18,267.72	0.00	18,267.72	0.00
Purchase	09/23/2021	316175884	3,384.38	Fidelity Institutional Money Market Fund 696	1.000	0.01%	3,384.38	0.00	3,384.38	0.00
Purchase	09/27/2021	316175884	2,246.13	Fidelity Institutional Money Market Fund 696	1.000	0.01%	2,246.13	0.00	2,246.13	0.00
Purchase	09/30/2021	316175884	13,225.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	13,225.00	0.00	13,225.00	0.00
Subtotal			2,891,867.37				2,888,182.56	198.90	2,888,381.46	0.00
Security Contribution	09/22/2021	316175884	161,543.63	Fidelity Institutional Money Market Fund 696	1.000		161,543.63	0.00	161,543.63	0.00
Subtotal			161,543.63				161,543.63	0.00	161,543.63	0.00
Short Sale	09/15/2021	316175884	-499,395.00	Fidelity Institutional Money Market Fund 696	1.000		-499,395.00	0.00	-499,395.00	0.00
Short Sale	09/17/2021	316175884	-234,555.85	Fidelity Institutional Money Market Fund 696	1.000		-234,555.85	0.00	-234,555.85	0.00
Subtotal			-733,950.85				-733,950.85	0.00	-733,950.85	0.00
TOTAL ACQUISITIONS			2,319,460.15				2,315,775.34	198.90	2,315,974.24	0.00
DISPOSITIONS										
Closing Purchase	09/15/2021	316175884	-499,395.00	Fidelity Institutional Money Market Fund 696	1.000		-499,395.00	0.00	-499,395.00	0.00

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Closing Purchase	09/17/2021	316175884	-234,555.85	Fidelity Institutional Money Market Fund 696	1.000		-234,555.85	0.00	-234,555.85	0.00
Subtotal			-733,950.85				-733,950.85	0.00	-733,950.85	0.00
Sale	09/14/2021	3130AF5B9	600,000.00	FHLB Note 3% Due 10/12/2021	100.230	2.91%	601,380.00	7,600.00	608,980.00	1,339.56
Sale	09/15/2021	316175884	284,970.59	Fidelity Institutional Money Market Fund 696	1.000	0.01%	284,970.59	0.00	284,970.59	0.00
Sale	09/15/2021	316175884	499,395.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	499,395.00	0.00	499,395.00	0.00
Sale	09/17/2021	316175884	234,555.85	Fidelity Institutional Money Market Fund 696	1.000	0.01%	234,555.85	0.00	234,555.85	0.00
Sale	09/17/2021	404280BS7	400,000.00	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	105.533	2.04%	422,132.00	5,222.78	427,354.78	10,229.02
Sale	09/20/2021	316175884	477,592.65	Fidelity Institutional Money Market Fund 696	1.000	0.01%	477,592.65	0.00	477,592.65	0.00
Subtotal			2,496,514.09				2,520,026.09	12,822.78	2,532,848.87	11,568.58
Paydown	09/15/2021	43813DAC2	0.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	100.000		0.00	191.33	191.33	0.00
Paydown	09/15/2021	43815NAC8	38,267.63	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		38,267.63	633.12	38,900.75	0.00
Paydown	09/15/2021	44891RAC4	0.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	100.000		0.00	148.83	148.83	0.00
Paydown	09/15/2021	44933LAC7	0.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	100.000		0.00	126.67	126.67	0.00
Paydown	09/15/2021	477870AC3	11,140.59	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	100.000		11,140.59	314.91	11,455.50	0.00



City of Brea

Account #120

Transaction Ledger

As of September 30, 2021

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	09/15/2021	47787NAC3	0.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	100.000		0.00	91.38	91.38	0.00
Paydown	09/15/2021	47788EAC2	13,764.62	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	100.000		13,764.62	93.05	13,857.67	0.00
Paydown	09/15/2021	47789JAD8	25,561.08	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		25,561.08	607.23	26,168.31	0.00
Paydown	09/15/2021	47789KAC7	0.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	100.000		0.00	421.67	421.67	0.00
Paydown	09/15/2021	47789QAC4	0.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	100.000		0.00	300.30	300.30	0.00
Paydown	09/15/2021	58769EAC2	0.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	100.000		0.00	93.33	93.33	0.00
Paydown	09/15/2021	65479JAD5	67,665.10	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		67,665.10	1,417.57	69,082.67	0.00
Paydown	09/15/2021	89236XAC0	0.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		0.00	107.92	107.92	0.00
Paydown	09/15/2021	89238TAD5	27,666.40	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	100.000		27,666.40	123.54	27,789.94	0.00
Paydown	09/15/2021	89240BAC2	0.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	100.000		0.00	175.50	175.50	0.00
Paydown	09/20/2021	36262XAC8	0.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	100.000		0.00	221.87	221.87	0.00
Paydown	09/20/2021	43813KAC6	0.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		0.00	143.37	143.37	0.00
Paydown	09/20/2021	92290BAA9	0.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	100.000		0.00	254.58	254.58	0.00
Paydown	09/20/2021	92348AAA3	0.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		0.00	598.17	598.17	0.00

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	09/21/2021	43813GAC5	0.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		0.00	51.75	51.75	0.00
Paydown	09/21/2021	43815HAC1	18,162.19	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	100.000		18,162.19	105.53	18,267.72	0.00
Paydown	09/27/2021	3137BFE98	0.00	FHLMC K041 A2 3.171% Due 10/25/2024	100.000		0.00	2,246.13	2,246.13	0.00
Subtotal			202,227.61				202,227.61	8,467.75	210,695.36	0.00
Security Withdrawal	09/21/2021	316175884	161,543.63	Fidelity Institutional Money Market Fund 696	1.000		161,543.63	0.00	161,543.63	0.00
Subtotal			161,543.63				161,543.63	0.00	161,543.63	0.00
TOTAL DISPOSITIONS			2,126,334.48				2,149,846.48	21,290.53	2,171,137.01	11,568.58

OTHER TRANSACTIONS										
Interest	09/05/2021	06051GHF9	800,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.000		14,200.00	0.00	14,200.00	0.00
Interest	09/06/2021	24422ETG4	650,000.00	John Deere Capital Corp Note 2.8% Due 3/6/2023	0.000		9,100.00	0.00	9,100.00	0.00
Interest	09/08/2021	3130AB3H7	1,500,000.00	FHLB Note 2.375% Due 3/8/2024	0.000		17,812.50	0.00	17,812.50	0.00
Interest	09/08/2021	313383YJ4	1,200,000.00	FHLB Note 3.375% Due 9/8/2023	0.000		20,250.00	0.00	20,250.00	0.00
Interest	09/11/2021	89114QCB2	1,100,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.000		17,875.00	0.00	17,875.00	0.00
Interest	09/12/2021	3135G0U43	1,500,000.00	FNMA Note 2.875% Due 9/12/2023	0.000		21,562.50	0.00	21,562.50	0.00
Interest	09/13/2021	3130A2UW4	1,200,000.00	FHLB Note 2.875% Due 9/13/2024	0.000		17,250.00	0.00	17,250.00	0.00

Transaction Ledger

As of September 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	09/14/2021	4581X0CZ9	800,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	0.000		7,000.00	0.00	7,000.00	0.00
Interest	09/15/2021	91282CBR1	950,000.00	US Treasury Note 0.25% Due 3/15/2024	0.000		1,187.50	0.00	1,187.50	0.00
Interest	09/18/2021	808513BN4	530,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.000		1,987.50	0.00	1,987.50	0.00
Interest	09/23/2021	3137EAEX3	1,805,000.00	FHLMC Note 0.375% Due 9/23/2025	0.000		3,384.38	0.00	3,384.38	0.00
Interest	09/30/2021	912828L57	1,240,000.00	US Treasury Note 1.75% Due 9/30/2022	0.000		10,850.00	0.00	10,850.00	0.00
Interest	09/30/2021	91282CAM3	1,900,000.00	US Treasury Note 0.25% Due 9/30/2025	0.000		2,375.00	0.00	2,375.00	0.00
Subtotal			15,175,000.00				144,834.38	0.00	144,834.38	0.00
Dividend	09/02/2021	316175884	344,630.24	Fidelity Institutional Money Market Fund 696	0.000		2.85	0.00	2.85	0.00
Subtotal			344,630.24				2.85	0.00	2.85	0.00
TOTAL OTHER TRANSACTIONS			15,519,630.24				144,837.23	0.00	144,837.23	0.00



City of Brea

Account #120

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 05/12/2026	05/10/2021 05/12/2021 1,455,000.00	1,449,099.94 0.00 0.00 1,449,203.20	4,405.42 0.00 5,617.92 1,212.50	103.26 0.00 103.26 1,315.76	1,315.76
02665WCJ8	American Honda Finance Note 3.45% Due 07/14/2023	07/11/2018 07/16/2018 225,000.00	224,854.67 0.00 0.00 224,861.07	1,013.44 0.00 1,660.31 646.87	6.40 0.00 6.40 653.27	653.27
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	Various Various 750,000.00	753,508.75 0.00 0.00 753,371.87	10,648.43 0.00 12,914.06 2,265.63	7.41 144.29 (136.88) 2,128.75	2,128.75
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	Various Various 900,000.00	889,134.82 0.00 0.00 889,670.05	7,080.00 0.00 8,880.00 1,800.00	535.23 0.00 535.23 2,335.23	2,335.23
05531FBG7	Truist Financial Corporation Callable Note Cont 5/20/2022 3.05% Due 06/20/2022	07/26/2021 07/27/2021 650,000.00	663,389.21 0.00 0.00 661,850.22	3,909.93 0.00 5,562.01 1,652.08	0.00 1,538.99 (1,538.99) 113.09	113.09
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 03/05/2024	Various Various 800,000.00	805,963.75 0.00 0.00 805,768.43	13,884.44 14,200.00 2,051.11 2,366.67	0.00 195.32 (195.32) 2,171.35	2,171.35
06051GJD2	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 06/19/2026	Various Various 950,000.00	952,422.42 0.00 0.00 952,380.93	2,506.10 0.00 3,550.30 1,044.20	0.00 41.49 (41.49) 1,002.71	1,002.71
06367WB85	Bank of Montreal Note 1.85% Due 05/01/2025	07/23/2021 07/27/2021 826,000.00	855,616.46 0.00 0.00 854,952.42	5,093.67 0.00 6,367.08 1,273.41	0.00 664.04 (664.04) 609.37	609.37
06368FAC3	Bank of Montreal Note 1.25% Due 09/15/2026	09/13/2021 09/15/2021 500,000.00	0.00 499,395.00 0.00 499,400.30	0.00 0.00 277.78 277.78	5.30 0.00 5.30 283.08	283.08



City of Brea

Account #120

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 04/28/2023	05/16/2019 05/20/2019 800,000.00	808,918.55 0.00 0.00 808,475.57	9,566.67 0.00 11,900.00 2,333.33	0.00 442.98 (442.98) 1,890.35	1,890.35
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 08/11/2023	05/16/2019 05/20/2019 250,000.00	253,019.22 0.00 0.00 252,891.47	479.17 0.00 1,197.92 718.75	0.00 127.75 (127.75) 591.00	591.00
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	09/08/2021 09/15/2021 285,000.00	0.00 284,970.59 0.00 284,971.16	0.00 0.00 41.80 41.80	0.57 0.00 0.57 42.37	42.37
13063DRK6	California State Taxable GO 2.4% Due 10/01/2024	10/16/2019 10/24/2019 900,000.00	912,903.44 0.00 0.00 912,559.65	9,000.00 0.00 10,800.00 1,800.00	0.00 343.79 (343.79) 1,456.21	1,456.21
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/08/2024	01/28/2020 01/30/2020 1,100,000.00	1,107,855.67 0.00 0.00 1,107,653.20	7,423.47 0.00 9,394.31 1,970.84	0.00 202.47 (202.47) 1,768.37	1,768.37
24422ETG4	John Deere Capital Corp Note 2.8% Due 03/06/2023	Various Various 650,000.00	646,086.42 0.00 0.00 646,299.50	8,847.22 9,100.00 1,263.89 1,516.67	217.65 4.57 213.08 1,729.75	1,729.75
24422EVN6	John Deere Capital Corp Note 0.45% Due 01/17/2024	03/01/2021 03/04/2021 640,000.00	639,624.00 0.00 0.00 639,637.00	352.00 0.00 592.00 240.00	13.00 0.00 13.00 253.00	253.00
3130A0F70	FHLB Note 3.375% Due 12/08/2023	Various Various 1,075,000.00	1,089,371.14 0.00 0.00 1,088,850.44	8,364.84 0.00 11,388.28 3,023.44	0.00 520.70 (520.70) 2,502.74	2,502.74
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	06/18/2019 06/19/2019 1,500,000.00	1,536,220.28 0.00 0.00 1,535,151.82	9,223.96 0.00 12,817.70 3,593.74	0.00 1,068.46 (1,068.46) 2,525.28	2,525.28



City of Brea

Account #120

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3130A2UW4	FHLB Note 2.875% Due 09/13/2024	09/13/2019 09/16/2019 1,200,000.00	1,237,679.29 0.00 0.00 1,236,659.09	16,100.00 17,250.00 1,725.00 2,875.00	0.00 1,020.20 (1,020.20) 1,854.80	1,854.80
3130A3KM5	FHLB Note 2.5% Due 12/09/2022	08/28/2018 08/29/2018 775,000.00	771,974.57 0.00 0.00 772,170.18	4,413.19 0.00 6,027.78 1,614.59	195.61 0.00 195.61 1,810.20	1,810.20
3130AB3H7	FHLB Note 2.375% Due 03/08/2024	04/29/2019 04/30/2019 1,500,000.00	1,500,054.39 0.00 0.00 1,500,052.62	17,119.79 17,812.50 2,276.04 2,968.75	0.00 1.77 (1.77) 2,966.98	2,966.98
3130AF5B9	FHLB Note 3% Due 10/12/2021	11/29/2018 11/30/2018 250,000.00	850,083.88 0.00 600,040.44 250,006.62	9,845.83 7,600.00 3,520.83 1,275.00	0.00 36.82 (36.82) 1,238.18	1,238.18
313383YJ4	FHLB Note 3.375% Due 09/08/2023	10/29/2018 10/31/2018 1,200,000.00	1,206,549.45 0.00 0.00 1,206,282.85	19,462.50 20,250.00 2,587.50 3,375.00	0.00 266.60 (266.60) 3,108.40	3,108.40
3135G03U5	FNMA Note 0.625% Due 04/22/2025	04/22/2020 04/24/2020 1,510,000.00	1,507,733.56 0.00 0.00 1,507,784.72	3,381.77 0.00 4,168.23 786.46	51.16 0.00 51.16 837.62	837.62
3135G04Z3	FNMA Note 0.5% Due 06/17/2025	Various Various 1,800,000.00	1,802,377.11 0.00 0.00 1,802,325.62	1,850.00 0.00 2,600.00 750.00	32.34 83.83 (51.49) 698.51	698.51
3135G05X7	FNMA Note 0.375% Due 08/25/2025	Various Various 1,800,000.00	1,794,402.01 0.00 0.00 1,794,517.50	112.51 0.00 675.00 562.49	115.49 0.00 115.49 677.98	677.98
3135G06G3	FNMA Note 0.5% Due 11/07/2025	Various Various 1,825,000.00	1,820,045.61 0.00 0.00 1,820,142.88	2,889.59 0.00 3,650.00 760.41	97.27 0.00 97.27 857.68	857.68



City of Brea

Account #120

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3135G06H1	FNMA Note 0.25% Due 11/27/2023	11/23/2020 11/25/2020 1,610,000.00	1,608,633.07 0.00 0.00 1,608,683.26	1,050.97 0.00 1,386.39 335.42	50.19 0.00 50.19 385.61	385.61
3135G0T94	FNMA Note 2.375% Due 01/19/2023	03/14/2018 03/16/2018 625,000.00	622,171.86 0.00 0.00 622,339.87	1,731.77 0.00 2,968.75 1,236.98	168.01 0.00 168.01 1,404.99	1,404.99
3135G0U43	FNMA Note 2.875% Due 09/12/2023	06/21/2019 06/24/2019 1,500,000.00	1,528,757.63 0.00 0.00 1,527,593.35	20,244.79 21,562.50 2,276.04 3,593.75	0.00 1,164.28 (1,164.28) 2,429.47	2,429.47
3135G0W66	FNMA Note 1.625% Due 10/15/2024	Various Various 1,755,000.00	1,762,059.49 0.00 0.00 1,761,873.70	10,773.75 0.00 13,150.32 2,376.57	15.61 201.40 (185.79) 2,190.78	2,190.78
3135G0X24	FNMA Note 1.625% Due 01/07/2025	Various Various 1,875,000.00	1,884,228.72 0.00 0.00 1,884,002.53	4,570.31 0.00 7,109.38 2,539.07	30.17 256.36 (226.19) 2,312.88	2,312.88
3137BFE98	FHLMC K041 A2 3.171% Due 10/25/2024	07/01/2021 07/07/2021 850,000.00	911,299.04 0.00 0.00 909,665.85	2,246.13 2,246.13 2,246.13 2,246.13	0.00 1,633.19 (1,633.19) 612.94	612.94
3137EAEN5	FHLMC Note 2.75% Due 06/19/2023	07/20/2018 07/23/2018 1,200,000.00	1,197,794.79 0.00 0.00 1,197,895.63	6,600.00 0.00 9,350.00 2,750.00	100.84 0.00 100.84 2,850.84	2,850.84
3137EAEP0	FHLMC Note 1.5% Due 02/12/2025	02/13/2020 02/14/2020 1,920,000.00	1,918,979.30 0.00 0.00 1,919,003.60	1,520.00 0.00 3,920.00 2,400.00	24.30 0.00 24.30 2,424.30	2,424.30
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 1,660,000.00	1,659,610.26 0.00 0.00 1,659,629.39	2,005.83 0.00 2,524.58 518.75	19.13 0.00 19.13 537.88	537.88



City of Brea

Account #120

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137EAEU9	FHLMC Note 0.375% Due 07/21/2025	Various Various 1,800,000.00	1,794,965.29 0.00 0.00 1,795,071.74	750.00 0.00 1,312.50 562.50	106.45 0.00 106.45 668.95	668.95
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 1,025,000.00	1,024,312.52 0.00 0.00 1,024,341.09	49.83 0.00 263.37 213.54	28.57 0.00 28.57 242.11	242.11
3137EAX3	FHLMC Note 0.375% Due 09/23/2025	Various Various 1,805,000.00	1,800,572.48 0.00 0.00 1,800,662.04	2,970.73 3,384.38 150.42 564.07	89.56 0.00 89.56 653.63	653.63
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	08/10/2021 08/18/2021 640,000.00	639,991.44 0.00 0.00 639,991.73	90.13 221.87 76.27 208.01	0.29 0.00 0.29 208.30	208.30
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 Due 05/18/2024	Various Various 0.00	412,098.51 0.00 411,902.98 0.00	4,520.56 5,222.78 0.00 702.22	0.00 195.53 (195.53) 506.69	506.69
43813DAC2	Honda Auto Receivables 2020-2 A3 0.82% Due 07/15/2024	05/18/2020 05/27/2020 280,000.00	279,984.70 0.00 0.00 279,985.14	102.04 191.33 102.04 191.33	0.44 0.00 0.44 191.77	191.77
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 04/21/2025	02/17/2021 02/24/2021 230,000.00	229,996.50 0.00 0.00 229,996.61	17.25 51.75 17.25 51.75	0.11 0.00 0.11 51.86	51.86
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 465,000.00	464,951.80 0.00 0.00 464,953.58	62.13 143.37 62.13 143.37	1.78 0.00 1.78 145.15	145.15
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 08/22/2022	08/21/2018 08/28/2018 24,763.66	42,924.41 0.00 18,162.19 24,762.90	35.18 105.53 20.29 90.64	0.68 0.00 0.68 91.32	91.32



City of Brea

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Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 388,556.38	426,822.81 0.00 38,267.63 388,555.37	337.67 633.12 307.39 602.84	0.19 0.00 0.19 603.03	603.03
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 05/15/2025	10/20/2020 10/28/2020 470,000.00	469,919.43 0.00 0.00 469,922.12	79.38 148.83 79.38 148.83	2.69 0.00 2.69 151.52	151.52
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 09/15/2025	04/20/2021 04/28/2021 400,000.00	399,962.68 0.00 0.00 399,963.82	67.56 126.67 67.56 126.67	1.14 0.00 1.14 127.81	127.81
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 01/18/2022	01/10/2017 01/18/2017 1,275,000.00	1,274,880.62 0.00 0.00 1,274,906.39	3,236.20 0.00 5,494.01 2,257.81	25.77 0.00 25.77 2,283.58	2,283.58
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 09/14/2022	Various Various 800,000.00	794,956.00 0.00 0.00 795,356.32	6,494.44 7,000.00 661.12 1,166.68	400.32 0.00 400.32 1,567.00	1,567.00
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 04/20/2026	04/13/2021 04/20/2021 1,915,000.00	1,906,872.93 0.00 0.00 1,907,017.03	6,097.41 0.00 7,493.77 1,396.36	144.10 0.00 144.10 1,540.46	1,540.46
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	Various Various 945,000.00	943,622.39 0.00 0.00 943,649.61	1,614.38 0.00 2,008.13 393.75	27.22 0.00 27.22 420.97	420.97
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 04/22/2026	05/20/2021 05/24/2021 312,000.00	322,831.92 0.00 0.00 322,587.40	2,328.79 0.00 2,870.37 541.58	0.00 244.52 (244.52) 297.06	297.06
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 06/01/2025	05/24/2021 06/01/2021 985,000.00	986,199.16 0.00 0.00 986,172.88	2,029.10 0.00 2,705.47 676.37	0.00 26.28 (26.28) 650.09	650.09



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Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
46647PCK0	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 06/23/2025	Various Various 470,000.00	470,279.68 0.00 0.00 470,273.64	860.26 0.00 1,239.78 379.52	0.00 6.04 (6.04) 373.48	373.48
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	07/16/2019 07/24/2019 159,849.87	170,971.57 0.00 11,140.59 159,832.85	167.95 314.91 157.01 303.97	1.87 0.00 1.87 305.84	305.84
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	07/14/2020 07/22/2020 215,000.00	214,977.69 0.00 0.00 214,978.46	48.73 91.38 48.73 91.38	0.77 0.00 0.77 92.15	92.15
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	07/18/2018 07/25/2018 22,488.99	36,252.84 0.00 13,764.62 22,488.54	49.63 93.05 30.78 74.20	0.32 0.00 0.32 74.52	74.52
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	06/24/2020 06/26/2020 224,843.07	253,341.13 0.00 25,561.08 227,252.90	323.86 607.23 290.80 574.17	0.00 527.15 (527.15) 47.02	47.02
47789KAC7	John Deere Owner Trust 2020-A A3 1.1% Due 08/15/2024	03/04/2020 03/11/2020 460,000.00	459,981.25 0.00 0.00 459,981.78	224.89 421.67 224.89 421.67	0.53 0.00 0.53 422.20	422.20
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 03/16/2026	07/13/2021 07/21/2021 385,000.00	384,966.74 0.00 0.00 384,967.51	222.44 300.30 88.98 166.84	0.77 0.00 0.77 167.61	167.61
58769EAC2	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	09/15/2020 09/23/2020 280,000.00	279,991.57 0.00 0.00 279,992.08	49.78 93.33 49.78 93.33	0.51 0.00 0.51 93.84	93.84
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	Various Various 813,725.68	884,338.60 0.00 67,665.10 816,369.28	756.04 1,417.57 698.00 1,359.53	1.72 305.94 (304.22) 1,055.31	1,055.31



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Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 07/28/2022	07/25/2017 07/28/2017 890,000.00	889,985.52 0.00 0.00 889,986.84	1,998.79 0.00 3,815.88 1,817.09	1.32 0.00 1.32 1,818.41	1,818.41
69371RP59	Paccar Financial Corp Note 3.4% Due 08/09/2023	Various Various 760,000.00	761,661.64 0.00 0.00 761,591.13	1,579.12 0.00 3,732.44 2,153.32	3.77 74.28 (70.51) 2,082.81	2,082.81
69371RQ25	Paccar Financial Corp Note 2.15% Due 08/15/2024	08/08/2019 08/15/2019 195,000.00	194,745.49 0.00 0.00 194,752.56	186.33 0.00 535.71 349.38	7.07 0.00 7.07 356.45	356.45
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	Various Various 1,100,000.00	1,101,398.53 0.00 0.00 1,101,362.27	8,250.00 0.00 10,312.50 2,062.50	7.85 44.11 (36.26) 2,026.24	2,026.24
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 07/15/2024	06/29/2021 07/12/2021 185,000.00	184,910.03 0.00 0.00 184,912.60	157.38 0.00 253.73 96.35	2.57 0.00 2.57 98.92	98.92
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 01/25/2023	05/20/2019 05/22/2019 750,000.00	749,250.04 0.00 0.00 749,294.07	1,987.50 0.00 3,643.75 1,656.25	44.03 0.00 44.03 1,700.28	1,700.28
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	03/16/2021 03/18/2021 530,000.00	529,775.38 0.00 0.00 529,782.63	1,799.79 1,987.50 143.54 331.25	7.25 0.00 7.25 338.50	338.50
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	Various Various 1,100,000.00	1,111,781.39 0.00 0.00 1,111,398.05	16,881.94 17,875.00 1,986.11 2,979.17	0.00 383.34 (383.34) 2,595.83	2,595.83
89236TJD8	Toyota Motor Credit Corp Note 0.4% Due 04/06/2023	04/06/2021 04/09/2021 275,000.00	274,821.68 0.00 0.00 274,830.87	433.89 0.00 525.56 91.67	9.19 0.00 9.19 100.86	100.86



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Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 06/18/2026	06/15/2021 06/18/2021 995,000.00	994,580.18 0.00 0.00 994,587.37	2,269.84 0.00 3,202.66 932.82	7.19 0.00 7.19 940.01	940.01
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 370,000.00	369,945.39 0.00 0.00 369,946.72	57.56 107.92 57.56 107.92	1.33 0.00 1.33 109.25	109.25
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 09/15/2022	07/25/2019 07/29/2019 22,418.77	50,260.82 0.00 27,666.40 22,491.17	65.89 123.54 29.49 87.14	0.00 103.25 (103.25) (16.11)	(16.11)
89240BAC2	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 05/15/2025	02/02/2021 02/08/2021 810,000.00	809,876.91 0.00 0.00 809,880.90	93.60 175.50 93.60 175.50	3.99 0.00 3.99 179.49	179.49
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 01/21/2025	01/16/2020 01/21/2020 955,000.00	953,621.63 0.00 0.00 953,655.03	2,175.28 0.00 3,806.74 1,631.46	33.40 0.00 33.40 1,664.86	1,664.86
9128283D0	US Treasury Note 2.25% Due 10/31/2024	11/07/2019 11/08/2019 1,500,000.00	1,521,560.31 0.00 0.00 1,521,000.79	11,372.28 0.00 14,123.64 2,751.36	0.00 559.52 (559.52) 2,191.84	2,191.84
912828B66	US Treasury Note 2.75% Due 02/15/2024	04/29/2019 04/30/2019 1,500,000.00	1,515,179.60 0.00 0.00 1,514,671.92	1,905.57 0.00 5,268.34 3,362.77	0.00 507.68 (507.68) 2,855.09	2,855.09
912828D56	US Treasury Note 2.375% Due 08/15/2024	03/05/2020 03/06/2020 1,500,000.00	1,573,857.15 0.00 0.00 1,571,803.66	1,645.72 0.00 4,549.93 2,904.21	0.00 2,053.49 (2,053.49) 850.72	850.72
912828F96	US Treasury Note 2% Due 10/31/2021	01/27/2017 01/30/2017 200,000.00	200,018.12 0.00 0.00 200,009.06	1,347.83 0.00 1,673.91 326.08	0.00 9.06 (9.06) 317.02	317.02



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Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828J43	US Treasury Note 1.75% Due 02/28/2022	03/13/2017 03/15/2017 1,360,000.00	1,357,555.71 0.00 0.00 1,357,963.09	65.75 0.00 2,038.12 1,972.37	407.38 0.00 407.38 2,379.75	2,379.75
912828L24	US Treasury Note 1.875% Due 08/31/2022	09/26/2017 09/27/2017 1,000,000.00	1,000,087.62 0.00 0.00 1,000,080.40	51.80 0.00 1,605.66 1,553.86	0.00 7.22 (7.22) 1,546.64	1,546.64
912828L57	US Treasury Note 1.75% Due 09/30/2022	10/17/2017 10/18/2017 1,240,000.00	1,237,002.23 0.00 0.00 1,237,230.49	9,130.60 10,850.00 59.62 1,779.02	228.26 0.00 228.26 2,007.28	2,007.28
912828N30	US Treasury Note 2.125% Due 12/31/2022	01/25/2018 01/26/2018 1,150,000.00	1,145,172.69 0.00 0.00 1,145,470.68	4,183.59 0.00 6,175.78 1,992.19	297.99 0.00 297.99 2,290.18	2,290.18
912828T91	US Treasury Note 1.625% Due 10/31/2023	05/29/2019 05/30/2019 1,500,000.00	1,486,786.84 0.00 0.00 1,487,288.60	8,213.32 0.00 10,200.41 1,987.09	501.76 0.00 501.76 2,488.85	2,488.85
912828V23	US Treasury Note 2.25% Due 12/31/2023	06/21/2019 06/24/2019 1,250,000.00	1,262,659.62 0.00 0.00 1,262,213.33	4,814.88 0.00 7,107.68 2,292.80	0.00 446.29 (446.29) 1,846.51	1,846.51
912828X70	US Treasury Note 2% Due 04/30/2024	06/10/2019 06/11/2019 1,000,000.00	1,001,914.39 0.00 0.00 1,001,855.31	6,739.13 0.00 8,369.57 1,630.44	0.00 59.08 (59.08) 1,571.36	1,571.36
912828XG0	US Treasury Note 2.125% Due 06/30/2022	08/15/2017 08/17/2017 1,100,000.00	1,102,649.95 0.00 0.00 1,102,386.71	4,001.70 0.00 5,907.27 1,905.57	0.00 263.24 (263.24) 1,642.33	1,642.33
912828XX3	US Treasury Note 2% Due 06/30/2024	12/12/2019 12/13/2019 1,450,000.00	1,460,321.11 0.00 0.00 1,460,021.36	4,964.67 0.00 7,328.80 2,364.13	0.00 299.75 (299.75) 2,064.38	2,064.38



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Income Earned

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912828ZC7	US Treasury Note 1.125% Due 02/28/2025	03/18/2020 03/19/2020 2,000,000.00	2,021,791.13 0.00 0.00 2,021,278.80	62.15 0.00 1,926.80 1,864.65	0.00 512.33 (512.33) 1,352.32	1,352.32
91282CAM3	US Treasury Note 0.25% Due 09/30/2025	02/19/2021 02/22/2021 1,900,000.00	1,879,935.33 0.00 0.00 1,880,339.32	1,998.63 2,375.00 13.05 389.42	403.99 0.00 403.99 793.41	793.41
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	02/11/2021 02/12/2021 1,900,000.00	1,886,888.88 0.00 0.00 1,887,147.48	1,600.54 0.00 1,987.77 387.23	258.60 0.00 258.60 645.83	645.83
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	03/26/2021 03/29/2021 1,350,000.00	1,328,006.98 0.00 0.00 1,328,432.38	1,286.37 0.00 1,701.33 414.96	425.40 0.00 425.40 840.36	840.36
91282CBR1	US Treasury Note 0.25% Due 03/15/2024	03/30/2021 03/31/2021 950,000.00	948,027.29 0.00 0.00 948,091.20	1,097.15 1,187.50 104.97 195.32	63.91 0.00 63.91 259.23	259.23
91282CCW9	US Treasury Note 0.75% Due 08/31/2026	09/17/2021 09/20/2021 480,000.00	0.00 477,393.75 0.00 477,409.62	0.00 (198.90) 308.29 109.39	15.87 0.00 15.87 125.26	125.26
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 05/15/2026	Various Various 240,000.00	240,743.02 0.00 0.00 240,729.81	782.00 0.00 1,012.00 230.00	0.00 13.21 (13.21) 216.79	216.79
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 650,000.00	649,895.29 0.00 0.00 649,897.77	93.35 254.58 93.35 254.58	2.48 0.00 2.48 257.06	257.06
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 370,000.00	369,983.41 0.00 0.00 369,983.93	219.33 598.17 219.33 598.17	0.52 0.00 0.52 598.69	598.69



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931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 06/26/2023	04/26/2019 04/30/2019 904,000.00	914,527.50 0.00 0.00 914,027.77	5,549.56 0.00 8,110.89 2,561.33	0.00 499.73 (499.73) 2,061.60	2,061.60
931142ERO	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 09/17/2026	09/08/2021 09/17/2021 235,000.00	0.00 234,555.85 0.00 234,559.26	0.00 0.00 95.96 95.96	3.41 0.00 3.41 99.37	99.37
			91,624,568.23 1,496,315.19 1,214,171.03	370,366.68 165,926.01 327,080.40	5,363.27 17,100.34 (11,737.07)	
Total Fixed Income		91,568,646.42	91,894,975.32	122,639.73	110,902.66	110,902.66
CASH & EQUIVALENT						
316175884	Fidelity Institutional Money Market Fund 696	Various Various 239,983.52	344,630.24 819,460.15 924,106.87 239,983.52	0.00 2.85 0.00 2.85	0.00 0.00 0.00 2.85	2.85
			344,630.24 819,460.15 924,106.87	0.00 2.85 0.00	0.00 0.00 0.00	
Total Cash & Equivalent		239,983.52	239,983.52	2.85	2.85	2.85
			91,969,198.47 2,315,775.34 2,138,277.90	370,366.68 165,928.86 327,080.40	5,363.27 17,100.34 (11,737.07)	
TOTAL PORTFOLIO		91,808,629.94	92,134,958.84	122,642.58	110,905.51	110,905.51

Cash Flow Report

As of September 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/01/2021	Interest	13063DRK6	900,000.00	California State Taxable GO 2.4% Due 10/1/2024	0.00	10,800.00	10,800.00
10/06/2021	Interest	89236TJD8	275,000.00	Toyota Motor Credit Corp Note 0.4% Due 4/6/2023	0.00	540.83	540.83
10/10/2021	Interest	02665WCQ2	750,000.00	American Honda Finance Note 3.625% Due 10/10/2023	0.00	13,593.75	13,593.75
10/12/2021	Maturity	3130AF5B9	250,000.00	FHLB Note 3% Due 10/12/2021	250,000.00	3,750.00	253,750.00
10/15/2021	Interest	3135G0W66	1,755,000.00	FNMA Note 1.625% Due 10/15/2024	0.00	14,259.38	14,259.38
10/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
10/15/2021	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,056.24	1,308.74	24,364.98
10/15/2021	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,819.09	55.30	1,874.39
10/15/2021	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
10/15/2021	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	40,862.03	576.36	41,438.39
10/15/2021	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
10/15/2021	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,199.55	545.24	20,744.79
10/15/2021	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	0.00	93.33	93.33
10/15/2021	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,761.58	294.39	6,055.97
10/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,142.81	191.33	8,334.14
10/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
10/15/2021	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,556.50	57.72	1,614.22

Cash Flow Report

As of September 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,538.55	421.67	12,960.22
10/15/2021	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
10/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,832.09	107.92	9,940.01
10/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
10/20/2021	Interest	4581X0DV7	1,915,000.00	Inter-American Dev Bank Note 0.875% Due 4/20/2026	0.00	8,378.13	8,378.13
10/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,729.82	254.58	15,984.40
10/20/2021	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
10/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,164.24	598.17	11,762.41
10/21/2021	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
10/21/2021	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,035.88	60.88	2,096.76
10/21/2021	Paydown	3137BFE98	0.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
10/22/2021	Interest	3135G03U5	1,510,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	4,718.75	4,718.75
10/22/2021	Interest	46647PBK1	312,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	3,249.48	3,249.48
10/25/2021	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
10/25/2021	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	104.50	104.50
10/28/2021	Interest	459058JL8	945,000.00	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	0.00	2,362.50	2,362.50
10/28/2021	Interest	06406RAG2	800,000.00	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	0.00	14,000.00	14,000.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/31/2021	Interest	912828T91	1,500,000.00	US Treasury Note 1.625% Due 10/31/2023	0.00	12,187.50	12,187.50
10/31/2021	Interest	912828X70	1,000,000.00	US Treasury Note 2% Due 4/30/2024	0.00	10,000.00	10,000.00
10/31/2021	Interest	91282CAT8	1,900,000.00	US Treasury Note 0.25% Due 10/31/2025	0.00	2,375.00	2,375.00
10/31/2021	Interest	9128283D0	1,500,000.00	US Treasury Note 2.25% Due 10/31/2024	0.00	16,875.00	16,875.00
10/31/2021	Maturity	912828F96	200,000.00	US Treasury Note 2% Due 10/31/2021	200,000.00	2,000.00	202,000.00
OCT 2021					602,698.38	129,365.05	732,063.43
11/01/2021	Interest	06367WB85	826,000.00	Bank of Montreal Note 1.85% Due 5/1/2025	0.00	7,640.50	7,640.50
11/01/2021	Interest	78015K7C2	1,100,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	12,375.00	12,375.00
11/03/2021	Interest	037833AK6	900,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	10,800.00	10,800.00
11/05/2021	Interest	3137EAER6	1,660,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	3,112.50	3,112.50
11/07/2021	Interest	3135G06G3	1,825,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	4,562.50	4,562.50
11/08/2021	Interest	14913Q3B3	1,100,000.00	Caterpillar Finl Service Note 2.15% Due 11/8/2024	0.00	11,825.00	11,825.00
11/12/2021	Interest	023135BX3	1,455,000.00	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	0.00	7,275.00	7,275.00
11/15/2021	Interest	91324PEC2	240,000.00	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	0.00	1,349.34	1,349.34
11/15/2021	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	39,332.18	515.75	39,847.93
11/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
11/15/2021	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,827.88	50.81	1,878.69

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,148.37	185.77	8,334.14
11/15/2021	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
11/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,573.04	410.17	12,983.21
11/15/2021	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
11/15/2021	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,108.12	1,271.66	24,379.78
11/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,806.13	105.05	9,911.18
11/15/2021	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
11/15/2021	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,773.58	283.78	6,057.36
11/15/2021	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,247.35	496.26	20,743.61
11/15/2021	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	0.00	93.33	93.33
11/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
11/15/2021	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,564.02	53.73	1,617.75
11/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
11/20/2021	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
11/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,735.98	248.42	15,984.40
11/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,189.36	580.12	11,769.48
11/21/2021	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75



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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/21/2021	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,040.89	55.87	2,096.76
11/25/2021	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
11/25/2021	Paydown	31378FE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
11/27/2021	Interest	3135G06H1	1,610,000.00	FNMA Note 0.25% Due 11/27/2023	0.00	2,012.50	2,012.50
11/30/2021	Interest	91282CAZ4	1,350,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	2,531.25	2,531.25
NOV 2021					151,346.90	71,271.16	222,618.06
12/01/2021	Interest	46647PCH7	985,000.00	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	0.00	4,058.20	4,058.20
12/08/2021	Interest	3130A0F70	1,075,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	18,140.63	18,140.63
12/09/2021	Interest	3130A3KM5	775,000.00	FHLB Note 2.5% Due 12/9/2022	0.00	9,687.50	9,687.50
12/14/2021	Interest	3130A1XJ2	1,500,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	21,562.51	21,562.51
12/15/2021	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,785.61	273.15	6,058.76
12/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
12/15/2021	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,836.72	46.30	1,883.02
12/15/2021	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
12/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,153.94	180.20	8,334.14
12/15/2021	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	37,798.64	457.40	38,256.04
12/15/2021	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/15/2021	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,571.58	49.71	1,621.29
12/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,607.61	398.65	13,006.26
12/15/2021	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
12/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,779.89	102.19	9,882.08
12/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
12/15/2021	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,295.27	447.16	20,742.43
12/15/2021	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	0.00	93.33	93.33
12/15/2021	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,160.10	1,234.50	24,394.60
12/17/2021	Interest	3135G04Z3	1,800,000.00	FNMA Note 0.5% Due 6/17/2025	0.00	4,500.00	4,500.00
12/18/2021	Interest	89236TJK2	995,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.00	5,596.88	5,596.88
12/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
12/19/2021	Interest	06051GJD2	950,000.00	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	0.00	6,265.26	6,265.26
12/19/2021	Interest	3137EAEN5	1,200,000.00	FHLMC Note 2.75% Due 6/19/2023	0.00	16,500.00	16,500.00
12/20/2021	Interest	05531FBG7	650,000.00	Truist Financial Corporation Callable Note Cont 5/20/2022 3.05% Due 6/20/2022	0.00	9,912.50	9,912.50
12/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,742.14	242.26	15,984.40
12/20/2021	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,214.54	562.03	11,776.57
12/21/2021	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
12/21/2021	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,045.90	50.86	2,096.76
12/23/2021	Interest	46647PCK0	470,000.00	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	0.00	2,277.16	2,277.16
12/25/2021	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
12/25/2021	Paydown	31378FE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
12/26/2021	Interest	931142EK5	904,000.00	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	0.00	15,368.00	15,368.00
12/31/2021	Interest	912828V23	1,250,000.00	US Treasury Note 2.25% Due 12/31/2023	0.00	14,062.50	14,062.50
12/31/2021	Interest	912828XG0	1,100,000.00	US Treasury Note 2.125% Due 6/30/2022	0.00	11,687.50	11,687.50
12/31/2021	Interest	912828N30	1,150,000.00	US Treasury Note 2.125% Due 12/31/2022	0.00	12,218.75	12,218.75
12/31/2021	Interest	912828XX3	1,450,000.00	US Treasury Note 2% Due 6/30/2024	0.00	14,500.00	14,500.00
DEC 2021					149,991.94	173,911.98	323,903.92
01/07/2022	Interest	3135G0X24	1,875,000.00	FNMA Note 1.625% Due 1/7/2025	0.00	15,234.38	15,234.38
01/14/2022	Interest	02665WCJ8	225,000.00	American Honda Finance Note 3.45% Due 7/14/2023	0.00	3,881.25	3,881.25
01/15/2022	Interest	79466LAG9	185,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	587.76	587.76
01/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,845.59	41.77	1,887.36
01/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,797.67	262.49	6,060.16

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,343.31	397.94	20,741.25
01/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	0.00	93.33	93.33
01/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
01/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
01/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,579.18	45.68	1,624.86
01/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,159.51	174.63	8,334.14
01/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	36,261.38	401.34	36,662.72
01/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,642.28	387.09	13,029.37
01/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,212.23	1,197.24	24,409.47
01/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,753.35	99.34	9,852.69
01/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
01/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
01/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
01/17/2022	Interest	24422EVN6	640,000.00	John Deere Capital Corp Note 0.45% Due 1/17/2024	0.00	1,440.00	1,440.00
01/18/2022	Maturity	4581X0CW6	1,275,000.00	Inter-American Dev Bank Note 2.125% Due 1/18/2022	1,275,000.00	13,546.88	1,288,546.88
01/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
01/19/2022	Interest	3135G0T94	625,000.00	FNMA Note 2.375% Due 1/19/2023	0.00	7,421.88	7,421.88

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,239.77	543.90	11,783.67
01/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
01/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,748.31	236.09	15,984.40
01/21/2022	Interest	3137EAEU9	1,800,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	3,375.01	3,375.01
01/21/2022	Interest	90331HPL1	955,000.00	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	0.00	9,788.75	9,788.75
01/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
01/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,050.93	45.83	2,096.76
01/25/2022	Interest	808513AT2	750,000.00	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	0.00	9,937.50	9,937.50
01/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
01/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
01/28/2022	Interest	69353RFE3	890,000.00	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	0.00	10,902.50	10,902.50
JAN 2022					1,423,633.51	83,479.43	1,507,112.94
02/09/2022	Interest	69371RP59	760,000.00	Paccar Financial Corp Note 3.4% Due 8/9/2023	0.00	12,920.00	12,920.00
02/11/2022	Interest	06406RAJ6	250,000.00	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	0.00	4,312.50	4,312.50
02/12/2022	Interest	3137EAEPO	1,920,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	14,400.00	14,400.00
02/15/2022	Interest	69371RQ25	195,000.00	Paccar Financial Corp Note 2.15% Due 8/15/2024	0.00	2,096.25	2,096.25
02/15/2022	Interest	912828B66	1,500,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	20,625.00	20,625.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2022	Interest	912828D56	1,500,000.00	US Treasury Note 2.375% Due 8/15/2024	0.00	17,812.50	17,812.50
02/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	34,720.41	347.55	35,067.96
02/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
02/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,264.45	1,159.91	24,424.36
02/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
02/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,391.45	348.61	20,740.06
02/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	24,495.80	93.33	24,589.13
02/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,854.51	37.22	1,891.73
02/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,809.75	251.81	6,061.56
02/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
02/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
02/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
02/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,726.54	96.49	9,823.03
02/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,165.09	169.05	8,334.14
02/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,586.80	41.63	1,628.43
02/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,677.05	375.50	13,052.55
02/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,754.47	229.93	15,984.40
02/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
02/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,265.06	525.73	11,790.79
02/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
02/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,055.98	40.78	2,096.76
02/24/2022	Interest	3137EAEV7	1,025,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	1,281.25	1,281.25
02/25/2022	Interest	3135G05X7	1,800,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	3,375.00	3,375.00
02/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
02/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
02/28/2022	Interest	912828L24	1,000,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	9,375.00	9,375.00
02/28/2022	Interest	912828ZC7	2,000,000.00	US Treasury Note 1.125% Due 2/28/2025	0.00	11,250.00	11,250.00
02/28/2022	Interest	91282CCW9	480,000.00	US Treasury Note 0.75% Due 8/31/2026	0.00	1,800.00	1,800.00
02/28/2022	Maturity	912828J43	1,360,000.00	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	11,900.00	1,371,900.00
FEB 2022					1,531,767.36	118,301.89	1,650,069.25
03/05/2022	Interest	06051GHF9	800,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.00	14,200.00	14,200.00
03/06/2022	Interest	24422ETG4	650,000.00	John Deere Capital Corp Note 2.8% Due 3/6/2023	0.00	9,100.00	9,100.00
03/08/2022	Interest	3130AB3H7	1,500,000.00	FHLB Note 2.375% Due 3/8/2024	0.00	17,812.50	17,812.50

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03/08/2022	Interest	313383YJ4	1,200,000.00	FHLB Note 3.375% Due 9/8/2023	0.00	20,250.00	20,250.00
03/11/2022	Interest	89114QCB2	1,100,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	17,875.00	17,875.00
03/12/2022	Interest	3135G0U43	1,500,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	21,562.50	21,562.50
03/13/2022	Interest	3130A2UW4	1,200,000.00	FHLB Note 2.875% Due 9/13/2024	0.00	17,250.00	17,250.00
03/14/2022	Interest	4581X0CZ9	800,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	0.00	7,000.00	7,000.00
03/15/2022	Interest	06368FAC3	500,000.00	Bank of Montreal Note 1.25% Due 9/15/2026	0.00	3,125.00	3,125.00
03/15/2022	Interest	91282CBR1	950,000.00	US Treasury Note 0.25% Due 3/15/2024	0.00	1,187.50	1,187.50
03/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,170.67	163.47	8,334.14
03/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,821.85	241.11	6,062.96
03/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,711.91	363.88	13,075.79
03/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,699.42	93.65	9,793.07
03/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
03/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,594.48	37.55	1,632.03
03/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
03/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
03/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,307.61	91.38	9,398.99
03/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	33,175.71	296.05	33,471.76
03/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,439.71	299.16	20,738.87
03/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	24,284.79	85.17	24,369.96
03/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,316.80	1,122.49	24,439.29
03/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,863.47	32.65	1,896.12
03/17/2022	Interest	931142ER0	235,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	1,233.75	1,233.75
03/18/2022	Interest	808513BN4	530,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	1,987.50	1,987.50
03/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,074.66	143.38	22,218.04
03/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,290.40	507.52	11,797.92
03/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
03/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,760.65	223.75	15,984.40
03/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
03/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,061.03	35.73	2,096.76
03/23/2022	Interest	3137EAEX3	1,805,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	3,384.38	3,384.38
03/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
03/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
03/31/2022	Interest	91282CAM3	1,900,000.00	US Treasury Note 0.25% Due 9/30/2025	0.00	2,375.00	2,375.00

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03/31/2022	Interest	912828L57	1,240,000.00	US Treasury Note 1.75% Due 9/30/2022	0.00	10,850.00	10,850.00
MAR 2022					201,573.16	156,132.16	357,705.32
04/01/2022	Interest	13063DRK6	900,000.00	California State Taxable GO 2.4% Due 10/1/2024	0.00	10,800.00	10,800.00
04/06/2022	Interest	89236TJD8	275,000.00	Toyota Motor Credit Corp Note 0.4% Due 4/6/2023	0.00	550.00	550.00
04/10/2022	Interest	02665WCQ2	750,000.00	American Honda Finance Note 3.625% Due 10/10/2023	0.00	13,593.75	13,593.75
04/15/2022	Interest	3135G0W66	1,755,000.00	FNMA Note 1.625% Due 10/15/2024	0.00	14,259.38	14,259.38
04/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	31,627.28	246.84	31,874.12
04/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
04/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,311.26	87.42	9,398.68
04/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
04/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,369.26	1,084.99	24,454.25
04/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
04/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,488.08	249.60	20,737.68
04/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	24,073.69	77.07	24,150.76
04/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,872.48	28.05	1,900.53
04/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,176.25	157.89	8,334.14
04/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,602.19	33.46	1,635.65
04/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,746.86	352.23	13,099.09
04/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,672.00	90.83	9,762.83
04/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,833.98	230.39	6,064.37
04/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,081.47	136.57	22,218.04
04/20/2022	Interest	4581X0DV7	1,915,000.00	Inter-American Dev Bank Note 0.875% Due 4/20/2026	0.00	8,378.13	8,378.13
04/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,766.82	217.58	15,984.40
04/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
04/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,315.81	489.26	11,805.07
04/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
04/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,066.10	30.66	2,096.76
04/22/2022	Interest	3135G03U5	1,510,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	4,718.75	4,718.75
04/22/2022	Interest	46647PBK1	312,000.00	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	0.00	3,249.48	3,249.48
04/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
04/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
04/28/2022	Interest	06406RAG2	800,000.00	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	0.00	14,000.00	14,000.00
04/28/2022	Interest	459058JL8	945,000.00	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	0.00	2,362.50	2,362.50

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04/30/2022	Interest	9128283D0	1,500,000.00	US Treasury Note 2.25% Due 10/31/2024	0.00	16,875.00	16,875.00
04/30/2022	Interest	912828X70	1,000,000.00	US Treasury Note 2% Due 4/30/2024	0.00	10,000.00	10,000.00
04/30/2022	Interest	91282CAT8	1,900,000.00	US Treasury Note 0.25% Due 10/31/2025	0.00	2,375.00	2,375.00
04/30/2022	Interest	912828T91	1,500,000.00	US Treasury Note 1.625% Due 10/31/2023	0.00	12,187.50	12,187.50
APR 2022					200,003.53	120,064.42	320,067.95
05/01/2022	Interest	06367WB85	826,000.00	Bank of Montreal Note 1.85% Due 5/1/2025	0.00	7,640.50	7,640.50
05/01/2022	Interest	78015K7C2	1,100,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	12,375.00	12,375.00
05/03/2022	Interest	037833AK6	900,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	10,800.00	10,800.00
05/05/2022	Interest	3137EAER6	1,660,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	3,112.50	3,112.50
05/07/2022	Interest	3135G06G3	1,825,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	4,562.50	4,562.50
05/08/2022	Interest	14913Q3B3	1,100,000.00	Caterpillar Finl Service Note 2.15% Due 11/8/2024	0.00	11,825.00	11,825.00
05/12/2022	Interest	023135BX3	1,455,000.00	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	0.00	7,275.00	7,275.00
05/15/2022	Interest	91324PEC2	240,000.00	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	0.00	1,380.00	1,380.00
05/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,181.84	152.30	8,334.14
05/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	30,075.11	199.92	30,275.03
05/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,314.91	83.46	9,398.37
05/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,781.92	340.54	13,122.46

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05/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,421.85	1,047.40	24,469.25
05/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,644.30	88.00	9,732.30
05/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	0.00	175.50	175.50
05/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	23,862.47	69.05	23,931.52
05/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,881.53	23.43	1,904.96
05/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
05/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
05/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,609.93	29.35	1,639.28
05/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
05/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,846.13	219.65	6,065.78
05/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,536.57	199.91	20,736.48
05/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,088.28	129.76	22,218.04
05/20/2022	Call	05531FBG7	650,000.00	Truist Financial Corporation Callable Note Cont 5/20/2022 3.05% Due 6/20/2022	650,000.00	8,260.42	658,260.42
05/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,341.27	470.97	11,812.24
05/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
05/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,772.99	211.41	15,984.40

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
05/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,071.18	25.58	2,096.76
05/25/2022	Paydown	31378FE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
05/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
05/27/2022	Interest	3135G06H1	1,610,000.00	FNMA Note 0.25% Due 11/27/2023	0.00	2,012.50	2,012.50
05/31/2022	Interest	91282CAZ4	1,350,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	2,531.25	2,531.25
MAY 2022					848,430.28	78,267.49	926,697.77
06/01/2022	Interest	46647PCH7	985,000.00	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	0.00	4,058.20	4,058.20
06/08/2022	Interest	3130A0F70	1,075,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	18,140.63	18,140.63
06/09/2022	Interest	3130A3KM5	775,000.00	FHLB Note 2.5% Due 12/9/2022	0.00	9,687.50	9,687.50
06/14/2022	Interest	3130A1XJ2	1,500,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	21,562.51	21,562.51
06/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,858.31	208.88	6,067.19
06/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,318.56	79.50	9,398.06
06/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
06/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	36,692.70	175.50	36,868.20
06/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,187.43	146.71	8,334.14
06/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,617.71	25.22	1,642.93

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,817.07	328.83	13,145.90
06/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,616.29	85.19	9,701.48
06/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	22,299.00	148.83	22,447.83
06/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,585.18	150.11	20,735.29
06/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	23,651.16	61.09	23,712.25
06/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,890.63	18.79	1,909.42
06/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	28,519.19	155.31	28,674.50
06/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
06/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,474.53	1,009.74	24,484.27
06/17/2022	Interest	3135G04Z3	1,800,000.00	FNMA Note 0.5% Due 6/17/2025	0.00	4,500.00	4,500.00
06/18/2022	Interest	89236TJK2	995,000.00	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	0.00	5,596.88	5,596.88
06/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,095.09	122.95	22,218.04
06/19/2022	Interest	06051GJD2	950,000.00	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	0.00	6,265.26	6,265.26
06/19/2022	Interest	3137EAEN5	1,200,000.00	FHLMC Note 2.75% Due 6/19/2023	0.00	16,500.00	16,500.00
06/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
06/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,366.79	452.63	11,819.42
06/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,779.17	205.23	15,984.40

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
06/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,076.27	20.49	2,096.76
06/23/2022	Interest	46647PCK0	470,000.00	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	0.00	2,277.16	2,277.16
06/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
06/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
06/26/2022	Interest	931142EK5	904,000.00	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	0.00	15,368.00	15,368.00
06/30/2022	Interest	912828N30	1,150,000.00	US Treasury Note 2.125% Due 12/31/2022	0.00	12,218.75	12,218.75
06/30/2022	Interest	912828XX3	1,450,000.00	US Treasury Note 2% Due 6/30/2024	0.00	14,500.00	14,500.00
06/30/2022	Interest	912828V23	1,250,000.00	US Treasury Note 2.25% Due 12/31/2023	0.00	14,062.50	14,062.50
06/30/2022	Maturity	912828XG0	1,100,000.00	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	11,687.50	1,111,687.50
JUN 2022					1,355,845.08	162,697.65	1,518,542.73
07/07/2022	Interest	3135G0X24	1,875,000.00	FNMA Note 1.625% Due 1/7/2025	0.00	15,234.38	15,234.38
07/14/2022	Interest	02665WCJ8	225,000.00	American Honda Finance Note 3.45% Due 7/14/2023	0.00	3,881.25	3,881.25
07/15/2022	Interest	79466LAG9	185,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	578.13	578.13
07/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,899.76	14.13	1,913.89
07/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	26,959.51	113.01	27,072.52
07/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,633.89	100.19	20,734.08

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	23,439.73	53.21	23,492.94
07/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,527.35	971.99	24,499.34
07/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	22,307.18	141.77	22,448.95
07/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
07/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
07/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,625.53	21.06	1,646.59
07/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,193.02	141.12	8,334.14
07/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,870.52	198.09	6,068.61
07/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,322.21	75.54	9,397.75
07/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,852.31	317.08	13,169.39
07/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,587.98	82.39	9,670.37
07/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	36,704.62	167.55	36,872.17
07/17/2022	Interest	24422EVN6	640,000.00	John Deere Capital Corp Note 0.45% Due 1/17/2024	0.00	1,440.00	1,440.00
07/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,101.90	116.14	22,218.04
07/19/2022	Interest	3135G0T94	625,000.00	FNMA Note 2.375% Due 1/19/2023	0.00	7,421.88	7,421.88
07/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,392.36	434.26	11,826.62
07/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,785.35	199.05	15,984.40
07/21/2022	Interest	3137EAEU9	1,800,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	3,375.01	3,375.01
07/21/2022	Interest	90331HPL1	955,000.00	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	0.00	9,788.75	9,788.75
07/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	51.75	51.75
07/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,081.37	15.39	2,096.76
07/25/2022	Interest	808513AT2	750,000.00	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	0.00	9,937.50	9,937.50
07/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
07/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
07/28/2022	Maturity	69353RFE3	890,000.00	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	10,902.50	900,902.50
JUL 2022					1,144,284.59	68,599.13	1,212,883.72
08/09/2022	Interest	69371RP59	760,000.00	Paccar Financial Corp Note 3.4% Due 8/9/2023	0.00	12,920.00	12,920.00
08/11/2022	Interest	06406RAJ6	250,000.00	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	0.00	4,312.50	4,312.50
08/12/2022	Interest	3137EAEPO	1,920,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	14,400.00	14,400.00
08/15/2022	Interest	912828B66	1,500,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	20,625.00	20,625.00
08/15/2022	Interest	912828D56	1,500,000.00	US Treasury Note 2.375% Due 8/15/2024	0.00	17,812.50	17,812.50
08/15/2022	Interest	69371RQ25	195,000.00	Paccar Financial Corp Note 2.15% Due 8/15/2024	0.00	2,096.25	2,096.25
08/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,908.95	9.44	1,918.39

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2022	Paydown	47789JAD8	224,843.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	20,682.72	50.16	20,732.88
08/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	23,228.19	45.40	23,273.59
08/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,198.62	135.52	8,334.14
08/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	22,315.35	134.71	22,450.06
08/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,633.39	16.89	1,650.28
08/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,887.66	305.30	13,192.96
08/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,882.74	187.28	6,070.02
08/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	25,396.07	73.02	25,469.09
08/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
08/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,325.86	71.58	9,397.44
08/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
08/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,580.29	934.14	24,514.43
08/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	36,716.55	159.60	36,876.15
08/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,559.37	79.59	9,638.96
08/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,108.72	109.32	22,218.04
08/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,418.00	415.84	11,833.84
08/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,791.53	192.87	15,984.40
08/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	11,473.62	51.75	11,525.37
08/21/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,086.49	10.27	2,096.76
08/22/2022	Paydown	43815HAC1	24,763.66	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	2,091.62	0.00	2,091.62
08/24/2022	Interest	3137EAEV7	1,025,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	1,281.25	1,281.25
08/25/2022	Interest	3135G05X7	1,800,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	3,375.00	3,375.00
08/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
08/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
08/31/2022	Interest	912828ZC7	2,000,000.00	US Treasury Note 1.125% Due 2/28/2025	0.00	11,250.00	11,250.00
08/31/2022	Interest	91282CCW9	480,000.00	US Treasury Note 0.75% Due 8/31/2026	0.00	1,800.00	1,800.00
08/31/2022	Maturity	912828L24	1,000,000.00	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	9,375.00	1,009,375.00
AUG 2022					1,266,285.74	105,056.19	1,371,341.93
09/05/2022	Interest	06051GHF9	800,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.00	14,200.00	14,200.00
09/06/2022	Interest	24422ETG4	650,000.00	John Deere Capital Corp Note 2.8% Due 3/6/2023	0.00	9,100.00	9,100.00
09/08/2022	Interest	3130AB3H7	1,500,000.00	FHLB Note 2.375% Due 3/8/2024	0.00	17,812.50	17,812.50
09/08/2022	Interest	313383YJ4	1,200,000.00	FHLB Note 3.375% Due 9/8/2023	0.00	20,250.00	20,250.00
09/11/2022	Interest	89114QCB2	1,100,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	17,875.00	17,875.00

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09/12/2022	Interest	3135G0U43	1,500,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	21,562.50	21,562.50
09/13/2022	Interest	3130A2UW4	1,200,000.00	FHLB Note 2.875% Due 9/13/2024	0.00	17,250.00	17,250.00
09/14/2022	Maturity	4581X0CZ9	800,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	7,000.00	807,000.00
09/15/2022	Interest	91282CBR1	950,000.00	US Treasury Note 0.25% Due 3/15/2024	0.00	1,187.50	1,187.50
09/15/2022	Interest	06368FAC3	500,000.00	Bank of Montreal Note 1.25% Due 9/15/2026	0.00	3,125.00	3,125.00
09/15/2022	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	22,323.54	127.64	22,451.18
09/15/2022	Paydown	44933LAC7	400,000.00	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	0.00	126.67	126.67
09/15/2022	Paydown	47788EAC2	22,488.99	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	1,641.28	12.70	1,653.98
09/15/2022	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	8,204.22	129.92	8,334.14
09/15/2022	Paydown	43815NAC8	388,556.38	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	23,828.85	35.35	23,864.20
09/15/2022	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	9,329.51	67.62	9,397.13
09/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	12,923.10	293.48	13,216.58
09/15/2022	Paydown	47789QAC4	385,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	166.83	166.83
09/15/2022	Paydown	65479JAD5	813,725.68	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	23,633.35	896.22	24,529.57
09/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	9,530.45	76.80	9,607.25
09/15/2022	Paydown	89240BAC2	810,000.00	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	36,728.49	151.64	36,880.13
09/15/2022	Paydown	477870AC3	159,849.87	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	5,895.00	176.45	6,071.45

Cash Flow Report

As of September 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2022	Paydown	58769EAC2	280,000.00	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	23,016.55	37.65	23,054.20
09/15/2022	Paydown	89238TAD5	22,418.77	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	1,918.17	4.73	1,922.90
09/17/2022	Interest	931142ER0	235,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	1,233.75	1,233.75
09/18/2022	Interest	808513BN4	530,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	1,987.50	1,987.50
09/18/2022	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	22,115.53	102.51	22,218.04
09/20/2022	Paydown	36262XAC8	640,000.00	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	0.00	208.00	208.00
09/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	15,797.72	186.68	15,984.40
09/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	11,443.69	397.38	11,841.07
09/21/2022	Paydown	43813GAC5	230,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	11,476.39	49.17	11,525.56
09/23/2022	Interest	3137EAEX3	1,805,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	3,384.38	3,384.38
09/25/2022	Paydown	3137BFE98	850,000.00	FHLMC K041 A2 3.171% Due 10/25/2024	0.00	2,246.13	2,246.13
09/25/2022	Paydown	09690AAC7	285,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	78.38	78.38
09/30/2022	Interest	91282CAM3	1,900,000.00	US Treasury Note 0.25% Due 9/30/2025	0.00	2,375.00	2,375.00
09/30/2022	Maturity	912828L57	1,240,000.00	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10,850.00	1,250,850.00
SEP 2022					2,279,805.84	154,765.08	2,434,570.92
TOTAL					11,155,666.31	1,421,911.63	12,577,577.94



City of Brea

Account #120

Book Value Report

As of September 30, 2021

MIG	Book Value	12 Months or Less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$7,971,166.32	\$965,542.96	\$6,620,655.85	\$384,967.51	\$7,971,166.32
Agency	\$31,315,040.54	\$250,006.62	\$8,010,252.36	\$23,054,781.56	\$31,315,040.54
CMO	\$909,665.85	\$0.00	\$0.00	\$909,665.85	\$909,665.85
Corporate	\$21,460,919.41	\$1,736,749.66	\$6,327,709.93	\$13,396,459.82	\$21,460,919.41
Money Market Fund	\$239,983.52	\$239,983.52	\$0.00	\$0.00	\$239,983.52
Municipal Bonds	\$912,559.65	\$0.00	\$0.00	\$912,559.65	\$912,559.65
Supranational	\$4,920,929.35	\$2,070,262.71	\$0.00	\$2,850,666.64	\$4,920,929.35
US Treasury	\$24,404,694.20	\$4,897,669.75	\$1,145,470.68	\$18,361,553.77	\$24,404,694.20
TOTAL	\$92,134,958.84	\$10,160,215.22	\$22,104,088.82	\$59,870,654.80	\$92,134,958.84



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Custody: Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

Valuation: Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance: Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

Benchmark Index & Disclosures



Benchmark Index	Disclosure
ICE BofA 1-5 Yr US Treasury & Agency Index*	<p>The ICE BofA 1-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies.</p> <p>The ICE BofA US 1-Year Treasury Bill Index is comprised of a single issue purchased at the beginning of the month and held for a full month. At the end of the month that issue is sold and rolled into a newly selected issue. The issue selected at each month-end rebalancing is the outstanding Treasury Bill that matures closest to, but not beyond, twelve months from the rebalancing date.</p>
ICE BofA 1-5 Yr AAA-A US Corp & Govt Index	<p>The ICE BofA US 1-5 Year AAA-A US Corporate & Government Index tracks the performance of US dollar denominated investment grade debt publicly issued in the US domestic market, including US Treasury, US agency, foreign government, supranational, and corporate securities. Qualifying securities must be issued from US issuers and be rated AAA through A3 (based on an average of Moody's, S&P and Fitch). In addition, qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to final maturity at point of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for US Treasuries and \$250 million for all other securities.</p>

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MARKET AND COST RECONCILIATION

	09/30/2021 MARKET	09/30/2021 BOOK VALUE
Beginning Market And Cost	11,197,018.10	8,779,065.53
Investment Activity		
Interest	6,200.87	6,200.87
Dividends	7,602.92	7,602.92
Change In Unrealized Gain/Loss	- 362,679.06	.00
Net Accrued Income (Current-Prior)	1,983.58	1,983.58
Total Investment Activity	- 346,891.69	15,787.37
Plan Expenses		
Trust Fees	- 2,609.22	- 2,609.22
Total Plan Expenses	- 2,609.22	- 2,609.22
Other Activity		
Transfers To Checking Account	- 2,282.84	- 2,282.84
Total Other Activity	- 2,282.84	- 2,282.84
Net Change In Market And Cost	- 351,783.75	10,895.31
Ending Market And Cost	10,845,234.35	8,789,960.84

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CASH RECONCILIATION

Beginning Cash	2,020.30
Investment Activity	
Interest	6,200.87
Dividends	7,602.92
Cash Equivalent Purchases	- 13,818.23
Cash Equivalent Sales	4,892.06
Total Investment Activity	4,877.62
Plan Expenses	
Trust Fees	- 2,609.22
Total Plan Expenses	- 2,609.22
Other Activity	
Transfers To Checking Account	- 2,282.84
Total Other Activity	- 2,282.84
Net Change In Cash	- 14.44
Ending Cash	2,005.86

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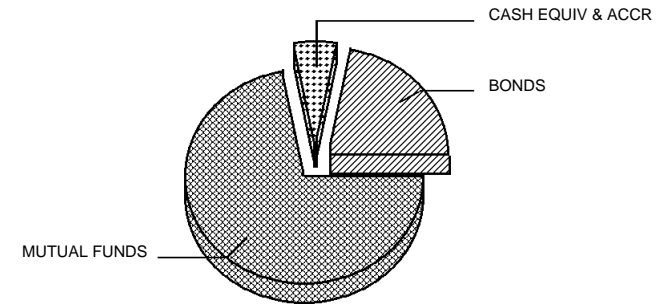
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ASSET SUMMARY

ASSETS	09/30/2021 MARKET	09/30/2021 BOOK VALUE	% OF MARKET
Cash And Equivalents	531,956.28	531,956.28	4.90
Corporate Issues	2,219,537.25	2,185,891.00	20.47
Foreign Issues	210,534.00	215,911.00	1.94
Mutual Funds-Equity	6,862,546.81	4,855,198.80	63.28
Mutual Funds-Fixed Income	1,000,013.61	980,357.36	9.22
Total Assets	10,824,587.95	8,769,314.44	99.81
Accrued Income	20,646.40	20,646.40	0.19
Grand Total	10,845,234.35	8,789,960.84	100.00

Estimated Annual Income 169,201.10



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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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	529,950.420	529,950.42 1.0000	529,950.42	.00 .00	8.68	0.02
Total Money Markets	529,950.420	529,950.42	529,950.42	.00 .00	8.68	0.02
Cash						
Cash		2,005.86	2,005.86			
Total Cash	.000	2,005.86	2,005.86	.00 .00	.00	0.00
Total Cash And Equivalents	529,950.420	531,956.28	531,956.28	.00 .00	8.68	0.01
Corporate Issues						
At T Inc 4.250% 3/01/27 Standard & Poors Rating: BBB Moody's Rating: Baa2 00206RDQ2 Asset Minor Code 28	150,000.000	169,914.00 113.2760	165,376.50	4,537.50 - 982.50	531.25	3.75
Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moody's Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	154,702.50 103.1350	158,403.00	- 3,700.50 - 420.00	451.25	2.76

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Bank Of America Mtn 3.194% 7/23/30 Standard & Poors Rating: A- Moody's Rating: A2 06051GHV4 Asset Minor Code 28	100,000.000	106,405.00 106.4050	110,797.00	- 4,392.00 - 1,825.00	603.31	3.00
Capital One 3.800% 1/31/28 Standard & Poors Rating: BBB Moody's Rating: Baa1 14040HBW4 Asset Minor Code 28	200,000.000	222,216.00 111.1080	228,776.00	- 6,560.00 - 2,238.00	1,287.78	3.42
Exxon Mobil Corp 2.709% 3/06/25 Standard & Poors Rating: AA- Moody's Rating: Aa2 30231GAF9 Asset Minor Code 28	100,000.000	105,729.00 105.7290	102,857.00	2,872.00 - 665.00	188.13	2.56
Huntington 2.625% 8/06/24 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 446150AQ7 Asset Minor Code 28	50,000.000	52,444.00 104.8880	50,542.50	1,901.50 - 190.00	200.52	2.50
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: BBB+ Moody's Rating: A3 45866FAD6 Asset Minor Code 28	100,000.000	109,896.00 109.8960	104,231.00	5,665.00 - 577.00	1,250.00	3.41
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	77,576.25 103.4350	74,970.75	2,605.50 - 210.00	748.13	2.61
Keycorp Mtn 2.250% 4/06/27 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 49326EEK5 Asset Minor Code 28	150,000.000	154,990.50 103.3270	159,477.00	- 4,486.50 - 1,357.50	1,640.63	2.18

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	107,362.00 107.3620	103,111.00	4,251.00 - 769.00	351.39	2.56
Mondelez 3.625% 2/13/26 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AR6 Asset Minor Code 28	75,000.000	82,260.00 109.6800	80,224.50	2,035.50 - 213.00	362.50	3.31
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	150,000.000	158,584.50 105.7230	144,841.00	13,743.50 - 1,237.50	1,484.38	2.25
Pnc Financial 3.500% 1/23/24 Standard & Poors Rating: A- Moody's Rating: A3 693475AV7 Asset Minor Code 28	100,000.000	106,316.00 106.3160	105,422.00	894.00 - 587.00	661.11	3.29
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	79,597.50 106.1300	73,932.75	5,664.75 - 465.00	865.10	2.59
Stryker Corp 3.375% 11/01/25 Standard & Poors Rating: A- Moody's Rating: Baa1 863667AH4 Asset Minor Code 28	100,000.000	108,336.00 108.3360	100,401.00	7,935.00 - 585.00	1,406.25	3.12
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: A- Moody's Rating: A3 867914BM4 Asset Minor Code 28	100,000.000	100,581.00 100.5810	100,346.00	235.00 - 223.00	480.00	2.68

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: BBB+ Moody's Rating: A1 94974BGA2 Asset Minor Code 28	100,000.000	107,625.00 107.6250	103,890.00	3,735.00 - 97.00	201.67	3.07
Zimmer Holdings Inc 3.550% 4/01/25 Standard & Poors Rating: BBB Moody's Rating: Baa3 98956PAF9 Asset Minor Code 28	200,000.000	215,002.00 107.5010	218,292.00	- 3,290.00 - 1,202.00	3,550.00	3.30
Total Corporate Issues	2,075,000.000	2,219,537.25	2,185,891.00	33,646.25 - 13,843.50	16,263.40	2.95
Foreign Issues						
Enbridge Inc 3.125% 11/15/29 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 29250NAZ8 Asset Minor Code 35	100,000.000	106,657.00 106.6570	109,497.00	- 2,840.00 - 579.00	1,180.56	2.93
Shell International 2.375% 11/07/29 Standard & Poors Rating: A+ Moody's Rating: Aa2 822582CD2 Asset Minor Code 35	100,000.000	103,877.00 103.8770	106,414.00	- 2,537.00 - 687.00	950.00	2.29
Total Foreign Issues	200,000.000	210,534.00	215,911.00	- 5,377.00 - 1,266.00	2,130.56	2.61
Mutual Funds						
Mutual Funds-Equity						
Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	21,438.620	766,859.44 35.7700	509,645.56	257,213.88 - 41,805.31	.00	0.76

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Dfa Large Cap Intl Port. 233203868 Asset Minor Code 98	12,559.266	336,337.14 26.7800	259,343.54	76,993.60 - 13,312.83	2,243.71	2.49
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,452.819	210,974.56 47.3800	159,342.19	51,632.37 - 6,100.37	.00	1.71
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	2,385.563	562,992.87 236.0000	407,228.23	155,764.64 - 21,851.76	.00	1.16
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	3,805.912	437,185.11 114.8700	280,936.17	156,248.94 - 25,956.32	.00	0.00
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	27,748.622	552,475.06 19.9100	415,596.87	136,878.19 - 28,026.11	.00	0.95
Ishares S P 500 Value Etf 464287408 Asset Minor Code 94	1,509.000	219,438.78 145.4200	188,363.72	31,075.06 - 8,797.47	.00	1.96
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	6,460.000	505,301.20 78.2200	313,433.90	191,867.30 - 23,579.00	.00	1.07
Mfs International Growth R6 552746356 Asset Minor Code 98	4,928.672	219,473.76 44.5300	143,907.33	75,566.43 - 9,906.63	.00	0.77
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	3,825.791	425,580.99 111.2400	245,017.39	180,563.60 - 24,332.03	.00	0.62
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	5,829.626	470,217.63 80.6600	347,711.61	122,506.02 - 14,399.18	.00	0.79

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	13,764.727	1,486,728.16 108.0100	984,345.88	502,382.28 - 76,669.53	.00	1.25
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	2,333.000	237,452.74 101.7800	193,949.76	43,502.98 - 15,864.40	.00	3.19
Victory Rs Small Cap Growth Fund 92647Q363 Asset Minor Code 98	4,649.099	431,529.37 92.8200	406,376.65	25,152.72 - 31,009.49	.00	0.00
Total Mutual Funds-Equity	115,690.717	6,862,546.81	4,855,198.80	2,007,348.01 - 341,610.43	2,243.71	1.07
Mutual Funds-Fixed Income						
P I M C O High Yield Fund Instl 693390841 Asset Minor Code 99	20,153.478	182,993.58 9.0800	181,871.25	1,122.33 - 806.14	.00	4.42
Pgim Total Return Bond Cl R6 74440B884 Asset Minor Code 99	14,753.710	215,256.63 14.5900	213,928.82	1,327.81 - 2,950.74	.00	2.82
Vanguard Short Term Invnt Grade #539 922031836 Asset Minor Code 99	55,056.121	601,763.40 10.9300	584,557.29	17,206.11 - 2,202.25	.05	1.79
Total Mutual Funds-Fixed Income	89,963.309	1,000,013.61	980,357.36	19,656.25 - 5,959.13	.05	2.49
Total Mutual Funds	205,654.026	7,862,560.42	5,835,556.16	2,027,004.26 - 347,569.56	2,243.76	1.25
Total Assets	3,010,604.446	10,824,587.95	8,769,314.44	2,055,273.51 - 362,679.06	20,646.40	1.56

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ASSET DETAIL (continued)

DESCRIPTION	SHARES/ FACE AMOUNT	MARKET PRICE/UNIT	BOOK VALUE	UNREALIZED GAIN (LOSS) SINCE INCEPTION/ CURRENT PERIOD	ENDING ACCRUAL	YIELD ON MARKET
Accrued Income	.000	20,646.40	20,646.40			
Grand Total	3,010,604.446	10,845,234.35	8,789,960.84			

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.

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INCOME ACCRUAL DETAIL

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
Cash And Equivalents								
529,950.420	First Am Govt Ob Fd CI Z 31846V567		10/01/21		8.87	8.68	8.87	8.68
Total Cash And Equivalents					8.87	8.68	8.87	8.68
Corporate Issues								
150,000.000	At T Inc 00206RDQ2	4.250%	3/01/27		3,187.50	531.25	3,187.50	531.25
150,000.000	Apple Inc 037833BU3	2.850%	2/23/23		95.00	356.25	.00	451.25
100,000.000	Bank Of America Mtn 06051GHV4	3.194%	7/23/30		337.14	266.17	.00	603.31
200,000.000	Capital One 14040HBW4	3.800%	1/31/28		654.44	633.34	.00	1,287.78
100,000.000	Exxon Mobil Corp 30231GAF9	2.709%	3/06/25		1,316.88	225.75	1,354.50	188.13
50,000.000	Huntington 446150AQ7	2.625%	8/06/24		91.15	109.37	.00	200.52
100,000.000	Intercontinental 45866FAD6	3.750%	12/01/25		937.50	312.50	.00	1,250.00
75,000.000	Jp Morgan Chase Co 46625HRL6	2.700%	5/18/23		579.38	168.75	.00	748.13
150,000.000	Keycorp Mtn 49326EEK5	2.250%	4/06/27		1,359.38	281.25	.00	1,640.63
100,000.000	Kimberly Clark Corp 494368BU6	2.750%	2/15/26		122.22	229.17	.00	351.39
75,000.000	Mondelez 609207AR6	3.625%	2/13/26		135.94	226.56	.00	362.50

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INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
150,000.000	Nike Inc 654106AF0	2.375%	11/01/26		1,187.50	296.88	.00	1,484.38
100,000.000	Pnc Financial 693475AV7	3.500%	1/23/24		369.44	291.67	.00	661.11
75,000.000	Pepsico Inc 713448CT3	2.750%	4/30/25		693.23	171.87	.00	865.10
100,000.000	Stryker Corp 863667AH4	3.375%	11/01/25		1,125.00	281.25	.00	1,406.25
100,000.000	Suntrust Banks Inc 867914BM4	2.700%	1/27/22		255.00	225.00	.00	480.00
100,000.000	Wells Fargo Mtn 94974BGA2	3.300%	9/09/24		1,576.67	275.00	1,650.00	201.67
200,000.000	Zimmer Holdings Inc 98956PAF9	3.550%	4/01/25		2,958.33	591.67	.00	3,550.00
Total Corporate Issues					16,981.70	5,473.70	6,192.00	16,263.40
Foreign Issues								
100,000.000	Enbridge Inc 29250NAZ8	3.125%	11/15/29		920.14	260.42	.00	1,180.56
100,000.000	Shell International 822582CD2	2.375%	11/07/29		752.08	197.92	.00	950.00
Total Foreign Issues					1,672.22	458.34	.00	2,130.56
Mutual Funds-Equity								
12,559.266	Dfa Large Cap Intl Port. 233203868		09/29/21	09/30/21	0.67	.00	2,243.71	2,243.71
2,385.563	Dodge & Cox Stock Fund 256219106		09/27/21	09/28/21	2.74	.00	1,073.50	1,073.50

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INCOME ACCRUAL DETAIL (continued)

SHARES/ FACE AMOUNT	DESCRIPTION	EX DATE	PAY DATE	ANN RATE	BEGINNING ACCRUAL	INCOME EARNED	INCOME RECEIVED	ENDING ACCRUAL
1,509.000	Ishares S P 500 Value Etf 464287408	09/24/21	09/30/21	2.85	.00	1,286.24	1,286.24	.00
6,460.000	Ishares Russell Mid Cap Etf 464287499	09/24/21	09/30/21	0.84	.00	1,704.54	1,704.54	.00
2,333.000	Vanguard Real Estate Etf 922908553	09/24/21	09/29/21	3.25	.00	1,532.78	1,532.78	.00
Total Mutual Funds-Equity					.00	7,840.77	5,597.06	2,243.71
Mutual Funds-Fixed Income								
20,153.478	P I M C O High Yield Fund Instl 693390841		09/30/21	0.40	.00	674.10	674.10	.00
14,753.710	Pgim Total Return Bond CI R6 74440B884	12/23/19	09/30/21	0.41	.00	479.24	479.24	.00
55,056.121	Vanguard Short Term Invt Grade #539 922031836	09/30/21	10/01/21	0.20	.03	852.54	852.52	.05
Total Mutual Funds-Fixed Income					.03	2,005.88	2,005.86	.05
Grand Total					18,662.82	15,787.37	13,803.79	20,646.40

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INVESTMENT ACTIVITY

DATE	DESCRIPTION	CASH
Interest		
At T Inc 4.250% 3/01/27 00206Rdq2		
09/01/2021	At T Inc 4.250% 3/01/27 0.02125 USD/\$1 Pv On 150,000 Par Value Due 9/1/21	3,187.50
Exxon Mobil Corp 2.709% 3/06/25 30231Gaf9		
09/07/2021	Exxon Mobil Corp 2.709% 3/06/25 0.013545 USD/\$1 Pv On 100,000 Par Value Due 9/6/21	1,354.50
First Am Govt Ob Fd Cl Z 31846V567		
09/01/2021	Interest From 8/1/21 To 8/31/21	8.87
Wells Fargo Mtn 3.300% 9/09/24 94974Bga2		
09/09/2021	Wells Fargo Mtn 3.300% 9/09/24 0.0165 USD/\$1 Pv On 100,000 Par Value Due 9/9/21	1,650.00
Total Interest		6,200.87
Dividends		
Dodge & Cox Stock Fund 256219106		
09/28/2021	0.45 USD/Share On 2,385.563 Shares Due 9/28/21 Dividend Payable 09/28/21	1,073.50
Ishares Russell Mid Cap Etf 464287499		
09/30/2021	0.26386 USD/Share On 6,460 Shares Due 9/30/21	1,704.54
Ishares S P 500 Value Etf 464287408		

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
09/30/2021	0.852378 USD/Share On 1,509 Shares Due 9/30/21	1,286.24
P I M C O High Yield Fund Instl 693390841		
09/30/2021	Dividend From 9/1/21 To 9/30/21	674.10
Pgim Total Return Bond CI R6 74440B884		
09/30/2021	Dividend From 9/1/21 To 9/30/21	479.24
Vanguard Real Estate Etf 922908553		
09/29/2021	0.657 USD/Share On 2,333 Shares Due 9/29/21	1,532.78
Vanguard Short Term Invt Grade #539 922031836		
09/30/2021	Dividend	852.52
Total Dividends		7,602.92

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PLAN EXPENSES

DATE	DESCRIPTION	CASH
Trust Fees		
Trust Fees		
09/27/2021	Collected Charged For Period 08/01/2021 Thru 08/31/2021	- 2,609.22
Total Trust Fees		- 2,609.22
Total Trust Fees		- 2,609.22
Total Plan Expenses		- 2,609.22

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OTHER ACTIVITY

DATE	DESCRIPTION	CASH
Transfers To Checking Account		
ACH Transfer To Checking		
09/29/2021	Paid To Jp Morgan Chase DDA Xxxxxx9737 Pars Admin Fee, Per Dir Dtd 09/28/2021	- 2,282.84
Total ACH Transfer To Checking		- 2,282.84
Total Transfers To Checking Account		- 2,282.84
Total Other Activity		- 2,282.84

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PURCHASES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Cash And Equivalents					
09/01/2021	Purchased 3,187.5 Units Of First Am Govt Ob Fd CI Z Trade Date 9/1/21 31846V567	3,187.500	.00	- 3,187.50	3,187.50
09/02/2021	Purchased 2,029.17 Units Of First Am Govt Ob Fd CI Z Trade Date 9/2/21 31846V567	2,029.170	.00	- 2,029.17	2,029.17
09/07/2021	Purchased 1,354.5 Units Of First Am Govt Ob Fd CI Z Trade Date 9/7/21 31846V567	1,354.500	.00	- 1,354.50	1,354.50
09/09/2021	Purchased 1,650 Units Of First Am Govt Ob Fd CI Z Trade Date 9/9/21 31846V567	1,650.000	.00	- 1,650.00	1,650.00
09/29/2021	Purchased 2,606.28 Units Of First Am Govt Ob Fd CI Z Trade Date 9/29/21 31846V567	2,606.280	.00	- 2,606.28	2,606.28
09/30/2021	Purchased 2,990.78 Units Of First Am Govt Ob Fd CI Z Trade Date 9/30/21 31846V567	2,990.780	.00	- 2,990.78	2,990.78
Total First Am Govt Ob Fd CI Z		13,818.230	.00	- 13,818.23	13,818.23
Total Cash And Equivalents		13,818.230	.00	- 13,818.23	13,818.23

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Purchases		13,818.230	.00	- 13,818.23	13,818.23

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SALES AND MATURITIES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Cash And Equivalents						
09/27/2021	Sold 2,609.22 Units Of First Am Govt Ob Fd CI Z Trade Date 9/27/21 31846V567	- 2,609.220	.00	2,609.22	- 2,609.22	.00
09/29/2021	Sold 2,282.84 Units Of First Am Govt Ob Fd CI Z Trade Date 9/29/21 31846V567	- 2,282.840	.00	2,282.84	- 2,282.84	.00
Total First Am Govt Ob Fd CI Z		- 4,892.060	.00	4,892.06	- 4,892.06	.00
Total Cash And Equivalents		- 4,892.060	.00	4,892.06	- 4,892.06	.00
Total Sales And Maturities		- 4,892.060	.00	4,892.06	- 4,892.06	.00

SALES AND MATURITIES MESSAGES

Realized gain/loss should not be used for tax purposes.

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BOND SUMMARY

	PAR VALUE	MARKET VALUE	PERCENTAGE OF CATEGORY
SHORT-TERM MATURITY DETAIL			
91 to 120 Days			
Suntrust Banks Inc 2.700% 1/27/22	100,000.00	100,581.00	100.00
Total 91 to 120 Days	100,000.00	100,581.00	100.00
Total	100,000.00	100,581.00	100.00

MATURITY SUMMARY

2021	.00	.00	0.00
2022	100,000.00	100,581.00	4.14
2023	225,000.00	232,278.75	9.56
2024	250,000.00	266,385.00	10.97
2025	575,000.00	618,560.50	25.46
2026	325,000.00	348,206.50	14.33
2027	300,000.00	324,904.50	13.37
2028	200,000.00	222,216.00	9.14
2029	200,000.00	210,534.00	8.66
2030	100,000.00	106,405.00	4.37
Total	2,275,000.00	2,430,071.25	100.00

MOODY'S RATING

Aa1	150,000.00	154,702.50	6.36
Aa2	200,000.00	209,606.00	8.63
A1	325,000.00	345,807.00	14.23
A2	275,000.00	291,343.25	11.99
A3	300,000.00	316,793.00	13.04
Baa1	675,000.00	726,903.50	29.91
Baa2	150,000.00	169,914.00	6.99
Baa3	200,000.00	215,002.00	8.85
Total	2,275,000.00	2,430,071.25	100.00

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BOND SUMMARY (continued)

		PAR VALUE	MARKET VALUE	PERCENTAGE OF CATEGORY
S&P RATING				
AA+	150,000.00	154,702.50	6.37	
AA-	250,000.00	264,313.50	10.88	
A+	175,000.00	183,474.50	7.55	
A	100,000.00	107,362.00	4.41	
A-	475,000.00	499,214.25	20.54	
BBB+	500,000.00	531,612.50	21.88	
BBB	625,000.00	689,392.00	28.37	
Total	2,275,000.00	2,430,071.25	100.00	

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BOND QUALITY SCHEDULE

MOODY'S RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Aa1 Bonds						
Apple Inc 2.850% 2/23/23 037833BU3 Standard & Poors Rating: AA+	150,000.000	103.1350	154,702.50	158,403.00	- 3,700.50	0.59
Aa2 Bonds						
Exxon Mobil Corp 2.709% 3/06/25 Next Call Date 12/06/2024 30231GAF9 Standard & Poors Rating: AA-	100,000.000	105.7290	105,729.00	102,857.00	2,872.00	1.01
Shell International 2.375% 11/07/29 Next Call Date 08/07/2029 822582CD2 Standard & Poors Rating: A+	100,000.000	103.8770	103,877.00	106,414.00	- 2,537.00	1.86
Total Aa2 Bonds			209,606.00	209,271.00	335.00	
A1 Bonds						
Nike Inc 2.375% 11/01/26 Next Call Date 09/01/2026 654106AF0 Standard & Poors Rating: AA-	150,000.000	105.7230	158,584.50	144,841.00	13,743.50	1.21
Pepsico Inc 2.750% 4/30/25 Next Call Date 01/30/2025 713448CT3 Standard & Poors Rating: A+	75,000.000	106.1300	79,597.50	73,932.75	5,664.75	1.00
Wells Fargo Mtn 3.300% 9/09/24 94974BGA2 Standard & Poors Rating: BBB+	100,000.000	107.6250	107,625.00	103,890.00	3,735.00	0.68
Total A1 Bonds			345,807.00	322,663.75	23,143.25	

A2 Bonds

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BOND QUALITY SCHEDULE (continued)

MOODY'S RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Bank Of America Mtn 3.194% 7/23/30 Next Call Date 07/23/2029 06051GHV4 Standard & Poors Rating: A-	100,000.000	106.4050	106,405.00	110,797.00	- 4,392.00	2.38
Jp Morgan Chase Co 2.700% 5/18/23 Next Call Date 03/18/2023 46625HRL6 Standard & Poors Rating: A-	75,000.000	103.4350	77,576.25	74,970.75	2,605.50	0.58
Kimberly Clark Corp 2.750% 2/15/26 494368BU6 Standard & Poors Rating: A	100,000.000	107.3620	107,362.00	103,111.00	4,251.00	1.03
Total A2 Bonds			291,343.25	288,878.75	2,464.50	
A3 Bonds						
Intercontinental 3.750% 12/01/25 Next Call Date 09/01/2025 45866FAD6 Standard & Poors Rating: BBB+	100,000.000	109.8960	109,896.00	104,231.00	5,665.00	1.30
Pnc Financial 3.500% 1/23/24 Next Call Date 12/23/2023 693475AV7 Standard & Poors Rating: A-	100,000.000	106.3160	106,316.00	105,422.00	894.00	0.74
Suntrust Banks Inc 2.700% 1/27/22 Next Call Date 12/27/2021 867914BM4 Standard & Poors Rating: A-	100,000.000	100.5810	100,581.00	100,346.00	235.00	0.90
Total A3 Bonds			316,793.00	309,999.00	6,794.00	

Baa1 Bonds

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BOND QUALITY SCHEDULE (continued)

MOODY'S RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Capital One 3.800% 1/31/28 Next Call Date 12/31/2027 14040HBW4 Standard & Poors Rating: BBB	200,000.000	111.1080	222,216.00	228,776.00	- 6,560.00	1.93
Enbridge Inc 3.125% 11/15/29 Next Call Date 08/15/2029 29250NAZ8 Standard & Poors Rating: BBB+	100,000.000	106.6570	106,657.00	109,497.00	- 2,840.00	2.23
Huntington 2.625% 8/06/24 Next Call Date 07/06/2024 446150AQ7 Standard & Poors Rating: BBB+	50,000.000	104.8880	52,444.00	50,542.50	1,901.50	0.88
Keycorp Mtn 2.250% 4/06/27 49326EEK5 Standard & Poors Rating: BBB+	150,000.000	103.3270	154,990.50	159,477.00	- 4,486.50	1.62
Mondelez 3.625% 2/13/26 Next Call Date 12/13/2025 609207AR6 Standard & Poors Rating: BBB	75,000.000	109.6800	82,260.00	80,224.50	2,035.50	1.34
Stryker Corp 3.375% 11/01/25 Next Call Date 08/01/2025 863667AH4 Standard & Poors Rating: A-	100,000.000	108.3360	108,336.00	100,401.00	7,935.00	1.28
Total Baa1 Bonds			726,903.50	728,918.00	- 2,014.50	

Baa2 Bonds

At T Inc 4.250% 3/01/27 Next Call Date 12/01/2026 00206RDQ2 Standard & Poors Rating: BBB	150,000.000	113.2760	169,914.00	165,376.50	4,537.50	1.68
---	-------------	----------	------------	------------	----------	------

Baa3 Bonds

02461704
 25- -01-B -62 -279-04
 0102 -19-02877-04



PARS/CITY OF BREA 115P PEN
 ACCOUNT 6746050800

Page 28 of 28
 Period from September 1, 2021 to September 30, 2021

BOND QUALITY SCHEDULE (continued)

MOODYS RATING

ASSET NAME	SHARES/ PAR VALUE	PRICE	MARKET	BOOK VALUE	UNREALIZED GAIN/LOSS	YIELD TO CALL/ MATURITY
Zimmer Holdings Inc 3.550% 4/01/25 Next Call Date 01/01/2025 98956PAF9 Standard & Poors Rating: BBB	200,000.000	107.5010	215,002.00	218,292.00	- 3,290.00	1.35
GRAND TOTAL			2,430,071.25	2,401,802.00	28,269.25	



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Portfolio Summary

As of September 30, 2021

PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.60
Average Coupon	1.48%
Average Purchase YTM	1.75%
Average Market YTM	0.28%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	1.62 yrs
Average Life	1.62 yrs

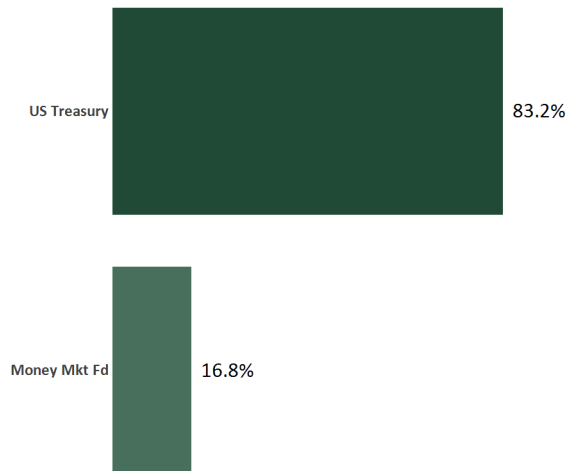
ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	683,133	679,459
Accrued Interest	3,040	1,497
Total Market Value	686,173	680,956
Income Earned	1,226	1,184
Cont/WD		-4,134
Par	671,128	669,538
Book Value	670,886	669,479
Cost Value	662,959	663,126

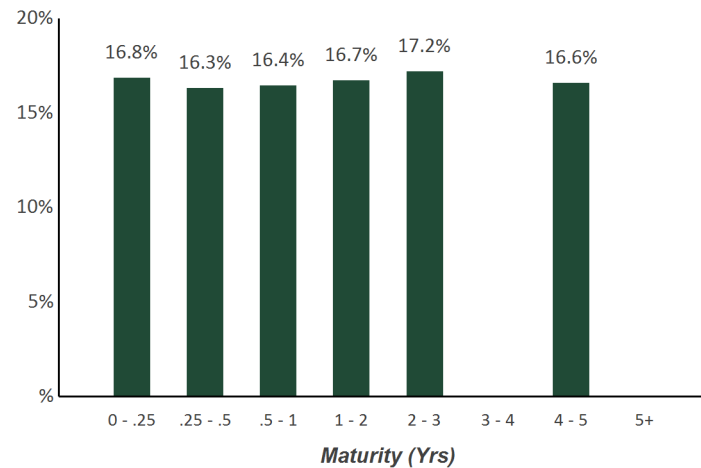
TOP ISSUERS

Government of United States	83.2%
Invesco Treasury Portfolio MMF	16.8%
Total	100.0%

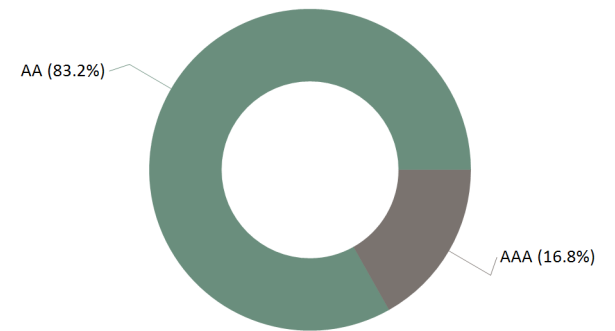
SECTOR ALLOCATION



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	-0.16%	0.03%	-0.33%	-0.27%	1.91%	3.15%	N/A	N/A	2.92%
ICE BofA 3-5 Yr US Treasury & Agency Index	-0.58%	-0.09%	-1.01%	-1.03%	2.50%	4.16%	N/A	N/A	3.79%



Brea CFD 2008 2 17 Reserve Fund

Reconciliation Summary

Account #10600

As of September 30, 2021

BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$670,886.23
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$112,543.75	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$112,543.75
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$4,134.38	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$110,000.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$114,134.38
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$183.82	
		\$183.82
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$669,479.42

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$6,128.13
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$2,543.75	
Dividend Received	\$0.00	
Principal on Maturities	\$110,000.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$112,543.75	
<u>Dispositions</u>		
Withdrawals	\$4,134.38	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$4,134.38	
ENDING BOOK VALUE		\$114,537.50



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Holdings Report

As of September 30, 2021

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									
825252109	Invesco Treasury MMFD Private Class	114,537.50	Various 0.01%	114,537.50 114,537.50	1.00 0.01%	114,537.50 0.00	16.82% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		114,537.50	0.01%	114,537.50 114,537.50	0.01%	114,537.50 0.00	16.82% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	06/13/2018 2.79%	105,986.72 109,555.73	100.70 0.06%	110,773.41 164.85	16.29% 1,217.68	Aaa / AA+ AAA	0.41 0.42
912828L24	US Treasury Note 1.875% Due 8/31/2022	110,000.00	06/13/2018 2.82%	105,887.89 109,107.57	101.63 0.09%	111,796.08 176.62	16.44% 2,688.51	Aaa / AA+ AAA	0.92 0.91
9128284D9	US Treasury Note 2.5% Due 3/31/2023	110,000.00	06/13/2018 2.84%	108,345.70 109,484.15	103.45 0.19%	113,798.41 7.55	16.71% 4,314.26	Aaa / AA+ AAA	1.50 1.48
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	110,000.00	06/18/2019 1.84%	113,381.64 111,805.93	105.38 0.44%	115,912.50 1,038.72	17.17% 4,106.57	Aaa / AA+ AAA	2.62 2.53
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	115,000.00	12/30/2020 0.38%	114,986.52 114,988.54	97.95 0.87%	112,641.58 108.98	16.56% (2,346.96)	Aaa / AA+ AAA	4.25 4.20
Total US Treasury		555,000.00	2.11%	548,588.47 554,941.92	0.33%	564,921.98 1,496.72	83.18% 9,980.06	Aaa / AA+ AAA	1.95 1.92
TOTAL PORTFOLIO		669,537.50	1.75%	663,125.97 669,479.42	0.28%	679,459.48 1,496.72	100.00% 9,980.06	Aaa / AA+ AAA	1.62 1.60
TOTAL MARKET VALUE PLUS ACCRUED						680,956.20			



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Transaction Ledger

As of September 30, 2021

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	09/30/2021	825252109	2,543.75	Invesco Treasury MMFD Private Class	1.000	0.01%	2,543.75	0.00	2,543.75	0.00
Purchase	09/30/2021	825252109	110,000.00	Invesco Treasury MMFD Private Class	1.000	0.01%	110,000.00	0.00	110,000.00	0.00
Subtotal			112,543.75				112,543.75	0.00	112,543.75	0.00
TOTAL ACQUISITIONS			112,543.75				112,543.75	0.00	112,543.75	0.00
DISPOSITIONS										
Maturity	09/30/2021	912828F21	110,000.00	US Treasury Note 2.125% Due 9/30/2021	100.000		110,000.00	0.00	110,000.00	0.00
Subtotal			110,000.00				110,000.00	0.00	110,000.00	0.00
Security Withdrawal	09/01/2021	825252109	4,134.38	Invesco Treasury MMFD Private Class	1.000		4,134.38	0.00	4,134.38	0.00
Subtotal			4,134.38				4,134.38	0.00	4,134.38	0.00
TOTAL DISPOSITIONS			114,134.38				114,134.38	0.00	114,134.38	0.00
OTHER TRANSACTIONS										
Interest	09/30/2021	9128284D9	110,000.00	US Treasury Note 2.5% Due 3/31/2023	0.000		1,375.00	0.00	1,375.00	0.00
Interest	09/30/2021	912828F21	110,000.00	US Treasury Note 2.125% Due 9/30/2021	0.000		1,168.75	0.00	1,168.75	0.00
Subtotal			220,000.00				2,543.75	0.00	2,543.75	0.00
TOTAL OTHER TRANSACTIONS			220,000.00				2,543.75	0.00	2,543.75	0.00



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
9128284D9	US Treasury Note 2.5% Due 03/31/2023	06/13/2018 06/14/2018 110,000.00	109,455.81 0.00 0.00 109,484.15	1,157.10 1,375.00 7.55 225.45	28.34 0.00 28.34 253.79	253.79
912828F21	US Treasury Note Due 09/30/2021	06/28/2018 06/29/2018 0.00	109,957.14 0.00 110,000.00 0.00	983.54 1,168.75 0.00 185.21	42.86 0.00 42.86 228.07	228.07
912828J43	US Treasury Note 1.75% Due 02/28/2022	06/13/2018 06/14/2018 110,000.00	109,466.87 0.00 0.00 109,555.73	5.32 0.00 164.85 159.53	88.86 0.00 88.86 248.39	248.39
912828L24	US Treasury Note 1.875% Due 08/31/2022	06/13/2018 06/14/2018 110,000.00	109,027.42 0.00 0.00 109,107.57	5.70 0.00 176.62 170.92	80.15 0.00 80.15 251.07	251.07
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	06/18/2019 06/19/2019 110,000.00	111,862.54 0.00 0.00 111,805.93	814.54 0.00 1,038.72 224.18	0.00 56.61 (56.61) 167.57	167.57
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	12/30/2020 12/31/2020 115,000.00	114,988.32 0.00 0.00 114,988.54	73.83 0.00 108.98 35.15	0.22 0.00 0.22 35.37	35.37
			664,758.10 0.00 110,000.00 554,941.92	3,040.03 2,543.75 1,496.72 1,000.44	240.43 56.61 183.82 1,184.26	1,184.26
Total Fixed Income		555,000.00				



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Income Earned

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENT						
825252109	Invesco	Various	6,128.13	0.00	0.00	0.00
	Treasury MMFD Private Class	Various	112,543.75	0.00	0.00	
		114,537.50	4,134.38	0.00	0.00	
			114,537.50	0.00	0.00	
			6,128.13	0.00	0.00	
			112,543.75	0.00	0.00	
			4,134.38	0.00	0.00	
Total Cash & Equivalent		114,537.50	114,537.50	0.00	0.00	0.00
			670,886.23	3,040.03	240.43	
			112,543.75	2,543.75	56.61	
			114,134.38	1,496.72	183.82	
TOTAL PORTFOLIO		669,537.50	669,479.42	1,000.44	1,184.26	1,184.26



Brea CFD 2008 2 17 Reserve Fund

Account #10600

Cash Flow Report

As of September 30, 2021

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2021	Interest	912828WJ5	110,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	1,375.00	1,375.00
NOV 2021					0.00	1,375.00	1,375.00
12/31/2021	Interest	91282CBC4	115,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	215.63	215.63
DEC 2021					0.00	215.63	215.63
02/28/2022	Interest	912828L24	110,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	1,031.25	1,031.25
02/28/2022	Maturity	912828J43	110,000.00	US Treasury Note 1.75% Due 2/28/2022	110,000.00	962.50	110,962.50
FEB 2022					110,000.00	1,993.75	111,993.75
03/31/2022	Interest	9128284D9	110,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	1,375.00	1,375.00
MAR 2022					0.00	1,375.00	1,375.00
05/15/2022	Interest	912828WJ5	110,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	1,375.00	1,375.00
MAY 2022					0.00	1,375.00	1,375.00
06/30/2022	Interest	91282CBC4	115,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	215.63	215.63
JUN 2022					0.00	215.63	215.63
08/31/2022	Maturity	912828L24	110,000.00	US Treasury Note 1.875% Due 8/31/2022	110,000.00	1,031.25	111,031.25
AUG 2022					110,000.00	1,031.25	111,031.25
09/30/2022	Interest	9128284D9	110,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	1,375.00	1,375.00
SEP 2022					0.00	1,375.00	1,375.00
TOTAL					220,000.00	8,956.26	228,956.26



Brea CFD 2008 2 17 Reserve Fund

Important Disclosures

Account #10600

Chandler Asset Management, Inc. ("Chandler") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV). To obtain a copy of our current disclosures, you may contact your client service representative by calling the number on the front of this statement or you may visit our website at www.chandlerasset.com.

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Valuation: Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance: Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

Benchmark Index & Disclosures



Benchmark Index	Disclosure
ICE BofA 3-5 Yr US Treasury & Agency Index	The ICE BofA 3-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody’s, S&P and Fitch). Qualifying securities must have at least three years remaining term to final maturity and less than five years remaining term to final maturity, at least three years to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies.

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 11/02/2021
SUBJECT: October 29, 2021 Successor Agency Disbursement Register

RECOMMENDATION

Receive and file.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager
Prepared by: Anthony Godoy, Management Analyst II
Concurrence: Cindy Russell, Administrative Services Director

Attachments

10-29-2021 Successor Agency Disbursement Register

Successor Agency Disbursement Register

Between Oct 25, 2021 12:00 AM and Oct 29, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
2829	CITY OF BREA	10/29/2021	1003	511	REIMB COST 21/22 SEPT	\$1,903.43
CITY OF BREA					Total Check Amount:	\$1,903.43

Overall - Total \$1,903.43

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 11/02/2021

SUBJECT: Monthly Report of Cash Investments for the Successor Agency to the Brea
Redevelopment Agency for the Period Ended September 30, 2021

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

The Monthly Report of Cash and Investments is in accordance with Government Code Sections (GCS) 41004 and 53607 and contains information on the Successor Agency's cash and investment activities for the month of September. 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 Cash and Investment Information Summary and a Monthly Account Statement prepared by Chandler Asset Management (Chandler) for the funds invested on behalf of the Successor Agency. As of September 30, 2021, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$18,980.24 in comparison to \$18,976.97 at August 31, 2021. 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 and held by the Agency's third-party custodian, The Bank of New York Mellon Trust Company, N.A. (BNY), as required. BNY acts as an agent of the Successor Agency and is not a counterparty to the investment transaction and all securities are held in the name of the Successor Agency. The custodial accounts have been reconciled to the par value of the applicable portfolio report for the month. Attachment A includes a portfolio report from Chandler for each bond reserve account that is invested. As of September 30, 2021, the market value of these funds, including short-term cash and accrued interest was \$103,878.39 as compared to \$1,347,026.61 as of August 31, 2021.

COMMISSION/COMMITTEE RECOMMENDATION

On October 25, 2021, 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 September, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$3.27 due to market rate adjustments. The total value of the restricted cash and investments decreased by \$1,243,148.22 due to a debt service payment for the 2016 Tax Allocation Bonds that was due to the bondholders on September 1, 2021.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Anthony Godoy, Management Analyst II

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
September 30, 2021

			Book Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$	153,201.09	\$ 153,201.09
Local Agency Investment Fund	LAIF	\$	18,969.23	\$ 18,980.24
<u>Fiscal Agent Cash & Investments</u>				
2004 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$	-	\$ -
2010 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$	-	\$ -
2013 Tax Allocation Bonds	Chandler/BNY	\$	515.52	\$ 515.52
2016 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$	103,261.14	\$ 103,261.14
2017 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$	101.73	\$ 101.73
Sub-total - Fiscal Agent Cash & Investments		\$	103,878.39	\$ 103,878.39
Grand Total		\$	276,048.71	\$ 276,059.72

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
September 30, 2021

Fiscal Agent Cash & Investments Detail	Book Value	Market Value
2004 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ -	\$ -
Sub-total	\$ -	\$ -
2010 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ -	\$ -
Sub-total	\$ -	\$ -
2013 Tax Allocation Bonds - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 515.52	\$ 515.52
Sub-total	\$ 515.52	\$ 515.52
2016 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 103,261.14	\$ 103,261.14
Sub-total	\$ 103,261.14	\$ 103,261.14
2017 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 101.73	\$ 101.73
Sub-total	\$ 101.73	\$ 101.73
Report Grand Total	\$ 103,878.39	\$ 103,878.39

Successor Agency to the Brea Redevelopment Agency
Accounting of Cash Receipts, Disbursements and Balances
For the Month of September 2021

Fund	Fund Name	Cash Balance 08/31/21 ¹	Cash Receipts ²	Cash Disbursements ²	Cash Balance 09/30/21 ¹
511	PROJECT AREA AB - PERMANENT	35,003.06	-	(3,857.55)	31,145.51
526	2011 B TAX ALLOC BONDS	992.31	-	-	992.31
731	PROJECT AREA AB - DEBT SERVICE	43,033.94	-	-	43,033.94
732	PROJECT AREA C - PERMANENT	(68,529.14)	-	-	(68,529.14)
813	PROJECT AREA C - DEBT SERVICE	165,464.52	-	-	165,464.52
816	REDEVELOP OBLIGATION RETIREMENT	64.75	-	-	64.75
Subtotal of Cash and Investments Held in City Funds		176,029.44	-	(3,857.55)	172,171.89
<u>DEDUCT</u>					
931	CASH HELD AS INVESTMENTS	(18,970.80)	-	-	(18,970.80)
		157,058.64	-	(3,857.55)	
Cash Balance per General Ledger as of 09/30/21					\$ 153,201.09
					Balance
Reconciliation of Cash Held As Investments in Fund 931					9/30/2021
					Investments Held in LAIF 18,969.23
					Unallocated Interest Earnings 1.57
Investment Balances held in Fund 931					\$ 18,970.80

¹ Cash balances between funds are subject to change due to accounting 6/30/2021 year-end close.

² Cash receipts and disbursements may include accounting entries between funds.



Successor Agency to the Brea RDA LAIF

Account #10166

Portfolio Summary

As of September 30, 2021

PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	0.21%
Average Purchase YTM	0.21%
Average Market YTM	0.21%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

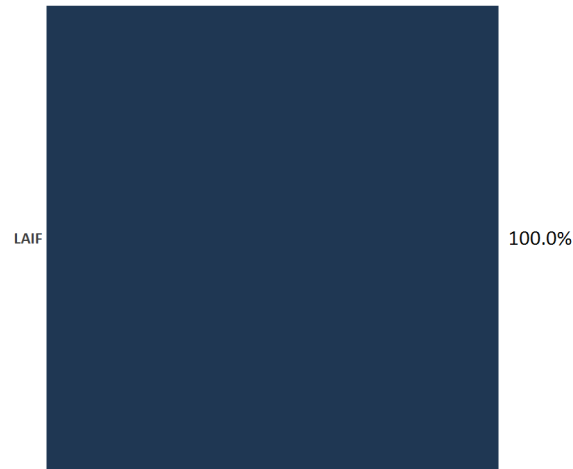
ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	18,969	18,969
Accrued Interest	8	11
Total Market Value	18,977	18,980
Income Earned	4	3
Cont/WD		0
Par	18,969	18,969
Book Value	18,969	18,969
Cost Value	18,969	18,969

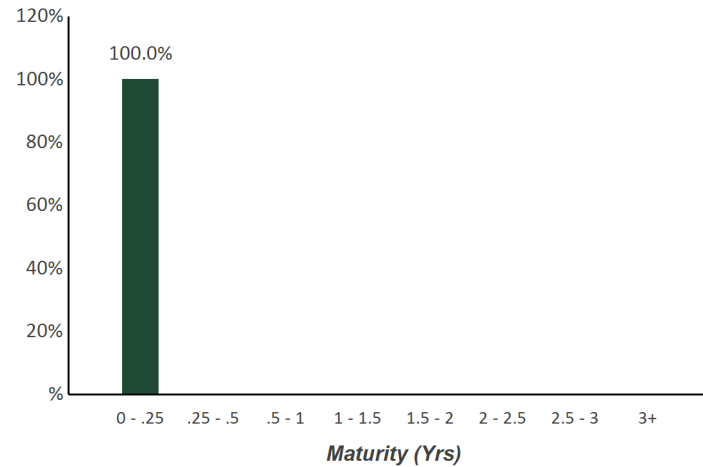
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

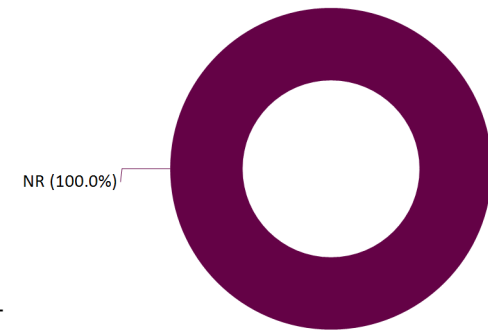
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





Successor Agency to the Brea RDA LAIF

Holdings Report

Account #10166

As of September 30, 2021

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	18,969.23	Various 0.21%	18,969.23 18,969.23	1.00 0.21%	18,969.23 11.01	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		18,969.23	0.21%	18,969.23 18,969.23	0.21%	18,969.23 11.01	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		18,969.23	0.21%	18,969.23 18,969.23	0.21%	18,969.23 11.01	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						18,980.24			



Successor Agency to the Brea RDA LAIF

Income Earned

Account #10166

As of September 30, 2021

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund	Various	18,969.23	7.74	0.00	3.27
	State Pool	Various	0.00	0.00	0.00	
		18,969.23	0.00	11.01	0.00	
			18,969.23	3.27	3.27	
			18,969.23	7.74	0.00	
			0.00	0.00	0.00	
			0.00	11.01	0.00	
Total Local Agency Investment Fund		18,969.23	18,969.23	3.27	3.27	3.27
			18,969.23	7.74	0.00	
			0.00	0.00	0.00	
			0.00	11.01	0.00	
TOTAL PORTFOLIO		18,969.23	18,969.23	3.27	3.27	3.27

Cash Flow Report

As of September 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2021	Dividend	90LAIF\$00	1,744,936.96	Local Agency Investment Fund State Pool	0.00	9.84	9.84
OCT 2021					0.00	9.84	9.84
TOTAL					0.00	9.84	9.84

**Successor Agency to the Brea RDA LAIF****Important Disclosures**Account #10166

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Ratings: Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

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