



City Council and Successor Agency to the Brea Redevelopment Agency Agenda

Tuesday, March 16, 2021

6:15 p.m. - Closed 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

This meeting is being conducted consistent with Governor Newsom's Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic.

Written comments may be sent to the City Clerk's Office at cityclerksgroup@cityofbrea.net no later than 12:00 p.m. on Tuesday, March 16, 2021. Any comments received via email will be summarized aloud into the record at the meeting.

The Council Chambers will be closed to the public. To provide comments via teleconference (zoom), members of the public must contact City Staff at (714) 990-7756 or cityclerksgroup@cityofbrea.net no later than 12:00 p.m. on Tuesday, March 16, 2021 to obtain the Zoom Meeting ID number and password. Teleconference attendees will participate via audio only and will be muted until recognized at the appropriate time by the Council - video display will be disabled.

Visit www.cityofbrea.net to watch the live broadcast of the meeting.

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
6:15 p.m. - Council Chamber
Plaza Level

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: Brea Firefighters Association FLSA Matter.

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

CALL TO ORDER/ ROLL CALL - COUNCIL

3. Pledge of Allegiance: Girl Scout Troop 1104

4. Invocation: Dave Tebay, Calvary Community

5. Report - Prior Study Session

6. Community Announcements

7. Matters from the Audience

Written comments may be sent to the City Clerk's Office at cityclerksgroup@cityofbrea.net no later than 12:00 p.m. on Tuesday, March 16, 2021. Any comments received via email will be summarized aloud into the record at the meeting. **The Council Chambers will be closed to the public.** To provide comments via teleconference (zoom), members of the public must contact City Staff at (714) 990-7756 or cityclerksgroup@cityofbrea.net no later than 12:00 p.m. on Tuesday, March 16, 2021 to obtain the Zoom Meeting ID number and password. Teleconference attendees will participate via audio only and will be muted until recognized at the appropriate time by the Council - video display will be disabled. **Visit www.cityofbrea.net to watch the live broadcast of the meeting.**

8. Response to Public Inquiries - Mayor / City Manager

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."*

9. **Zoning Text Amendment No. ZTA 20-01 to Amend Title 20 of the Brea City Code to Replace the Provisions Pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units Within the City of Brea** - Second reading and adoption of Ordinance No. 1220, an Ordinance of the City Council of the City of Brea adopting Zoning Text Amendment no. ZTA20-01 to amend Title 20 of the Brea City Code to replace the provisions pertaining to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) within the City of Brea, and finding this action to be exempt from the California Environmental Quality Act.
10. **Update on the "Brea Police Department Review of Police Services and Staffing" Report** - Receive and File.
11. **Cliffwood Neighborhood Traffic Calming Recommendations** - Discuss and Provide Direction.

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

12. **March 1, 2021 City Council Special Meeting Minutes** - Approve.
13. **March 2, 2021 City Council Regular Meeting Minutes** - Approve.
14. **2020 General Plan Annual Report** - Receive and file the 2020 General Plan and Housing Element Annual Report. Direct staff to submit the Housing Element Annual Report to HCD and OPR. There is no impact to the General Fund.
15. **Cooperative Agreement 12-771 between the City of Brea and State of California Department of Transportation (Caltrans) for the SR 57/Lambert Road Interchange Improvement Project (CIP 7251) – Landscape Phase** - Approve the Cooperative Agreement 12-771 between the City of Brea and State of California Department of Transportation (Caltrans) for the SR 57/Lambert Road Interchange Improvement Project (CIP 7251) – Landscape Phase. The Project is fully funded by the OCTA Cooperative Agreement C-9-1380, which was approved by City Council on December 3, 2019.
16. **Authorization for the Issuance of the 2021 Lease Revenue Refunding Bonds to Refinance the Outstanding 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects) of the Brea Public Financing Authority** - Adopt Resolution No. 2021-014, approving the institution of proceedings to refinance the outstanding 2010 Lease Revenue Bonds and engaging related professional services as needed. The City has \$2,760,000 in outstanding 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects).
17. **Community Facilities Districts Annual Financial Report for the Fiscal Years Ended June 30, 2019 and June 30, 2020** - Receive and file.
18. **Monthly Report of Cash Investments for the City of Brea for Period Ending January 31, 2021** - Receive and file.
19. **Outgoing Payment Log and City Disbursement Registers for March 5 and 12, 2021** - Approve.

CITY/ SUCCESSOR AGENCY - CONSENT

20. **Monthly Report of Cash Investments for the Successor Agency to the Brea Redevelopment Agency for Period Ending January 31, 2021** - Receive and file.

ADMINISTRATIVE ANNOUNCEMENTS

21. City Manager

22. City Attorney

23. Council Requests

COUNCIL ANNOUNCEMENTS

ADJOURNMENT

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Zoning Text Amendment No. ZTA 20-01 to Amend Title 20 of the Brea City Code to Replace the Provisions Pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units Within the City of Brea

RECOMMENDATION

Second reading and adoption of Ordinance No. 1220, an Ordinance of the City Council of the City of Brea adopting Zoning Text Amendment no. ZTA20-01 to amend Title 20 of the Brea City Code to replace the provisions pertaining to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) within the City of Brea, and finding this action to be exempt from the California Environmental Quality Act.

BACKGROUND/DISCUSSION

The State has identified the housing shortage as an issue of statewide significance. As California's housing crisis deepens, development of Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) has been identified by the State as an approach to increasing housing supply. The California Department of Housing and Community Development (HCD) describes ADUs as "*an affordable type of home to construct in California because they do not require paying for land or major new infrastructure*" and "*give homeowners the flexibility to share independent living areas with family members and others, allowing seniors to age in place as they require more care, and help extended families to be near one another while maintaining privacy.*" ADUs have been known by many names (granny flats, mother-in-law units, second dwelling units, etc.) and have historically been commonplace in single-family zones. However, in most communities there are some who believe ADUs should not be allowed in single-family zones. The State intervened when an increasing number of municipalities adopted Ordinances to deter the development of ADUs rather than encourage them.

In 2016, then Governor Brown signed multiple bills (Senate Bill (SB) 1069, Assembly Bill (AB) 2299, and AB 2406) into effect, which made significant changes to Government Code Section 62852.2 to reduce barriers that may be imposed on the development of ADUs. Proponents of the legislation argued that the land use bills would encourage construction of ADUs by removing the regulatory barriers that deter ADU development. Opponents of the legislation argued that the bills were an example of State overreaching by limiting the ability of municipalities to impose reasonable requirements on ADU construction in an effort to protect the character of single-family neighborhoods. In 2018, in response to these changes, the City Council adopted Ordinance No. 1203 to bring applicable provisions of the Brea City Code (BCC) into compliance

with State law (Attachment B).

In 2019, Governor Newsom signed three new bills (SB 13, AB 68, and AB 881) that amended State law again to further reduce barriers that may be imposed on the development of ADUs. These bills became effective on January 1, 2020. Since the City's current Ordinance does not comply with the newly adopted State law, the City's Ordinance was rendered null and void and the City's review of ADUs currently defaults to State requirements. Planning Division staff believe it is critical to bring forward a tailored Ordinance that both complies with State law and preserves as much regulatory control as possible.

Proposed ADU Regulations and Process

The City's regulations for the development of ADUs are located in BCC Chapter 20.208 "R-1 Single Family Residential Zone". In order to comply with the new State law, the proposed Zoning Text Amendment (ZTA) would delete the provisions pertaining to ADUs in Chapter 20.208 and replace it with the new regulations. Other chapters of the BCC refer to Chapter 20.208 for ADU regulations in their respective zone. Therefore, for consistency, the proposed Ordinance would amend and replace the following BCC sections:

- 20.00 (General Provisions)
- 20.200 (Single Family Residential – Hillside Zone)
- 20.206 (HR Hillside Residential Zone)
- 20.208 (R1 Single Family Residential Zone)
- 20.212 (R1 5,000 Single Family Residential Zone)
- 20.216 (R2 Multiple Family Residential Zone)
- 20.220 (R3 Multiple Family Residential Zone)
- 20.258 (Mixed-Use Zoning Districts)

ADU and JADU Definitions: The BCC defines an ADU as *"an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated."*

The BCC currently does not define a JADU. The proposed Ordinance includes HCD's definition of a JADU, which is *"a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure."*

A JADU may be created through the conversion or repurposing of existing area within the primary residence and does not require any off-street parking. With the addition of JADU requirements, lots developed with a single-family dwelling unit are eligible to propose one ADU and one JADU, which will result in a total of three units on one lot (including the primary residence). Staff has incorporated this definition into the proposed Ordinance (Section 2).

ADUs and JADUs in Multi-Family Zones: State law now requires municipalities to allow ADUs on multi-family residential lots up to 25 percent of the existing multi-family unit count (or one ADU, whichever is greater) within the existing structure to provide an ADU. This can be accomplished through the conversion of non-habitable spaces such as storage rooms, basements, recreational rooms, laundry rooms, and garages. Additionally, an existing

multi-family property is allowed to have up to two detached ADUs. Staff has incorporated this requirement into the proposed Ordinance (Section 11).

In summary, Table A shows the different scenarios to which an ADU and/or JADU may be allowed based on zoning and the existing structures on-site:

<u>Table A: ADU and JADU Building Scenarios</u>			
Zone Type	Existing Structures On-Site	# of ADUs Allowed	# of JADUs Allowed
Single-Family Zone	Single-Family Structure	One ADU	One JADU
Multi-Family Zone	Single-Family Structure	One ADU	One JADU
Single-Family Zone	Multi-Family Structure	Two detached ADUs and up to 25 percent of the existing multi-family units or one unit, whichever is greater	None
Multi-Family Zone	Multi-Family Structure	Two detached ADUs and up to 25 percent of the existing multi-family units or one unit, whichever is greater	None

Size, Setbacks, and other Development Standards: State law modified existing regulations to limit a municipality’s ability to regulate unit size, setbacks, and other development standards for ADUs and JADUs. Municipalities may no longer impose a minimum lot size requirement for ADUs on single-family residential lots. In addition, no setbacks are required for any conversion or reconstruction of a structure into an ADU that is located or rebuilt in the same location.

State law now requires municipalities to allow an 800 square foot ADU, with a minimum of 16 feet in height, and a 4-foot side and rear yard setback through a building permit. Staff has incorporated this requirement into the proposed Ordinance (Section 6 and 7).

Parking: In 2016, State law amended the parking requirement for ADUs. An ADU is required to provide one additional off-street parking space in addition to the required parking for the primary residence. The additional parking space may be covered or uncovered and subject to all parking

space location, dimension and surface requirements.

Municipalities are prohibited from requiring parking for ADUs in any of the following circumstances:

- The ADU is located within one-half mile of public transit, including, but not limited to, train stations and bus stations. The one-half mile distance shall be measured on actual walking routes between the ADU and the public transit, rather than a straight line between points.
- The ADU is located within an architecturally and historically significant district.
- The ADU is part of a proposed or existing primary residence or an existing accessory structure.
- When on-street parking permits are required but not offered to the occupant of the ADU.
- When there is a car share vehicle located within one block of the ADU.

In 2019, State law further amended the parking requirements for ADUs. State law states that if a garage, carport, or covered parking structure is demolished or converted in conjunction with the construction of an ADU or converted to an ADU, municipalities cannot require that those off-street parking spaces be replaced. State law also prohibits municipalities from requiring parking for JADUs. Staff has incorporated this requirement into the proposed Ordinance (Section 9).

Aesthetics: Currently, the existing ADU Ordinance requires the ADU to be *architecturally compatible with the existing dwelling unit*. The proposed Ordinance further defines architectural compatibility and requires an ADU to be designed to match the existing primary residence in color, style and materials. Staff has incorporated this requirement in the proposed Ordinance (Section 10).

ADU and JADU Covenant Requirement: Municipalities may no longer require owner-occupancy for ADUs. For JADUs, municipalities may impose an owner occupancy requirement. In accordance with State law, staff has incorporated a requirement for the recordation of a covenant for both ADUs and JADUs. The covenant will require owner-occupancy requirement for lots containing a JADUs and prohibit an ADU or JADU to operate as a short-term rental. Table B summarizes the proposed covenant requirements:

Table B: Covenant Requirements		
Requirement	ADU	JADU
Unit may not be sold, transferred, or assigned separately from the primary residence	Yes	Yes
Unit may not be rented for a period of less than 30 consecutive days (no short-term rentals)	Yes	Yes
Owner occupancy required on-site	No	Yes

Staff has incorporated this requirement in the proposed Ordinance (Section 11).

Impact Fees: Under current State law, municipalities cannot impose impact fees for any ADUs is less than 750 square feet. For ADUs greater than 750 square feet, municipalities may impose impact fees which are charged proportional to the square footage of the primary residence.

ADU Review Process: Staff is proposing a tiered review process for ADUs based on the size and number of bedrooms. The proposed tiered review process is a result of new State law that prohibits municipalities from:

- Establishing a percentage allowed for an ADU based on the size of the primary residence; and
- Creating a maximum allowable square footage for an ADU that is less than 850 square feet for a studio/one-bedroom or 1,000 square feet for a two-bedroom.

The first-tier review process permits an ADU through a building permit that is consistent with the size limits required by State law. A second-tier review process incorporates a Certificate of Compatibility, subject to Planning Commission approval, for proposals that exceed size limits as described under current State law. The proposed tiered review process is described in Table C. Staff has incorporated this requirement in the proposed Ordinance (Section 11).

Table C: City of Brea Proposed ADU Tiered Review Process

Unit Type	Building Permit	Certificate of Compatibility
Studio / 1-bedroom	Up to 850 square feet ¹	> 851 square feet ²
2-bedroom & more	Up to 1,000 square feet ¹	> 1,001 square feet ²
<p>¹ ADUs up to 800 SF are subject to a 16-foot height limitation with a 4-foot side- and rear-yard setback requirement if the applicable zoning development standards would prohibit the construction of an ADU greater than 800 square feet. Otherwise, ADUs are subject to applicable development standards of the underlying zone.</p> <p>² Subject to Planning Commission approval of a Certificate of Compatibility per BCC Section 20.408.050.</p>		

Staff has prepared a Summary of Development Standards (Attachment C) that demonstrates the applicable requirements based on the type of accessory unit.

Ordinance No. 1220 was introduced at the March 2, 2021 City Council Meeting.

COMMISSION/COMMITTEE RECOMMENDATION

On December 8, 2020, the Planning Commission unanimously approved (5-0) a resolution (Attachment D) recommending City Council approval of an Ordinance to amend Title 20 (Zoning Code) of the BCC to replace the provisions pertaining to ADUs and JADUs. The Planning Commission minutes for December 8, 2020 are attached for reference (Attachment E).

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 Star-Progress on February 4, 2021 for the February 16th City Council Meeting (Attachment F). At the February 16, 2021 meeting, the City Council continued this item to March 2, 2021. Since this item was continued to a date certain, no additional public noticing was required. As of the publication of this report, no public correspondence has been received.

ENVIRONMENTAL ASSESSMENT

The proposed project is exempt from the requirement of the CEQA pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h). This exemption is applicable for the adoption of an Ordinance regarding second units in a single-family or multi-family residential zone by a city or county to implement provisions of Sections 65852.1 and 65852.2 of the Government Code, as set forth in Section 21080.17.

FISCAL IMPACT/SUMMARY

Ordinance Preparation: Preparation of this Ordinance has a negligible impact to the General Fund. In December 2019, the City was awarded a \$55,000 HCD grant through the SB 2 Planning Grants Program and Local Early Action Planning Grants Program. Through this grant, the City will prepare a design guide for ADUs and JADUs and a process guide for property owners. These documents are intended to facilitate the development of ADUs and JADUs in compliance with the proposed Ordinance.

Ordinance Administration: Applications for an ADU and/or JADU would continue to be subject to the payment of application fees, permit fees, and plan check fees, where staff time will be cost recovered. Under new State law municipalities cannot assess impacts fees to ADUs less than 750 square feet.

CONCLUSION

The proposed Ordinance provides local control, in compliance with State law, over the size and aesthetics of ADUs in a manner consistent with current State law. In addition, the Ordinance would promote the preservation of the City's single-family neighborhoods to the extent feasible under these state mandates. Staff recommends that the City Council introduce the proposed Ordinance No. 1220 (Attachment A), and schedule a second reading on March 16, 2021.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Tracy Steinkruger, Community Development Director

Concurrence: Jason Killebrew, City Planner

Attachments

Ordinance

B. Ordinance No. 1203

C. Summary of Development Standards Table

D. Planning Commission Resolution No. PCR 2020-25

E. Planning Commission Meeting Minutes - December 8, 2020

F. Public Hearing Notice

ORDINANCE NO. 1220

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA ADOPTING ZONING TEXT AMENDMENT NO. ZTA 20-01 TO AMEND TITLE 20 OF THE BREA CITY CODE TO REPLACE THE PROVISIONS PERTAINING TO ACCESSORY DWELLING UNITS (ADU) AND JUNIOR ACCESSORY DWELLING UNITS (JADU) WITHIN THE CITY OF BREA, AND FINDING THIS ACTION TO BE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

A. Recitals.

- (i) On December 8, 2020, the Planning Commission of the City of Brea conducted a duly noticed public hearing concerning Zoning Text Amendment No. ZTA 20-01 and following the conclusion thereof, adopted its Resolution No. PCR 2020-25, recommending that the City Council adopt such Zoning Text Amendment.
- (ii) On March 2, 2021, the City Council of the City of Brea conducted a duly noticed public hearing concerning Zoning Text Amendment No. ZTA 20-01, as set forth in this Ordinance. It is the intent of the City Council of the City of Brea in adopting this Ordinance to update current standards for Accessory Dwelling Units (“ADUs”) and Junior Accessory Dwelling Units (“JADUs”) pursuant to California Government Code Sections 65852.2 and 65852.22 and to provide consistency with new state law.
- (iii) The City Council hereby finds and determines that the proposed amendment is exempt from CEQA pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h). This exemption is applicable for the adoption of an ordinance regarding second units in a

single-family or multifamily residential zone by a city or county to implement provisions of Sections 65852.1 and 65852.2 of the Government Code, as set forth in Section 21080.17.

- (iv) Effective January 1, 2020, Senate Bill 13 (“SB 13”), Assembly Bill 68 (“AB 68”), and Assembly Bill 881 (“AB 881”) amended Government Code Sections 65852.2 and 65852.22 to further limit the standards cities may impose on ADUs and JADUs. In 2021, Government Code Section 65852.2 was amended again with the enactment of AB 3182 and SB 1030.
- (v) This Ordinance updates the City’s local standards to comply with the revisions to state law.
- (vi) Adoption of this Ordinance is consistent with the City’s General Plan, as required by state law. This Ordinance fulfills General Plan Housing Element Program 2.0 by assisting in the provision of adequate housing to meet the needs of the community, and establish a balanced approach to meeting housing needs, which includes the needs of both renter and owner households. The Ordinance also fulfills General Plan Housing Element Programs 4.0 and 5.0 by mitigating any governmental constraints to housing production and affordability and by promoting equal opportunity for all residents to provide households with options for housing types.
- (vii) The City Council adopts this Ordinance under the authority provided in state law, and the requirements provided herein are directly related to the

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City's purpose of protecting the health, safety, and welfare of its residents, businesses, and visitors.

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

B. Ordinance.

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

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

Section 2. Subsection "B" of Section 20.00.070 (Specific Definitions) of Chapter 20.00 (General Provisions) of Division I (General Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to update the definition of "Accessory Dwelling Unit" and to add the definition of "Junior Accessory Dwelling Unit" to the alphabetical listing of definitions and shall read as follows:

"ACCESSORY DWELLING UNIT. An attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated."

"JUNIOR ACCESSORY DWELLING UNIT. A unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior

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accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.”

Section 3. Subsection “12” of Subsection “A” of Section 20.208.020 (Uses Permitted) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“12. A maximum of one (1) accessory dwelling unit per lot provided that:

- a. The lot contains one (1) existing or proposed primary dwelling unit.
- b. The accessory dwelling unit shall meet all development standards as set forth in § 20.208.040 of this chapter.
- c. The accessory dwelling unit shall not be constructed as to cause the existing dwelling to conflict with the minimum standards applicable to the single family zone on which it is located, including but not limited to, minimum dwelling area, except if the application of such standards would prohibit an 800-square foot accessory dwelling unit that is 16 feet in height and meets the 4-foot rear- and side-yard setback requirement.”

Section 4. A new Subsection “13” is hereby added to Subsection “A” of Section 20.208.020 (Uses Permitted) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code to read as follows:

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“13. A maximum of one (1) junior accessory dwelling unit per lot provided that:

a. The lot contains one (1) existing or proposed primary dwelling unit.

b. The junior accessory dwelling unit shall meet all applicable development standards as set forth in § 20.208.040 of this chapter.”

Section 5. Subsection “C” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“C. *Dwelling unit density.* Not more than one (1) dwelling unit shall be permitted to be on any lot in the R-1 (Single Family Residential) Zone except that an accessory dwelling unit and a junior accessory dwelling unit may be permitted in addition to the one (1) dwelling unit subject to the provisions set forth herein.”

Section 6. Subsection “7” of Subsection “E” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“7. *Location of accessory dwelling units.*

a. An accessory dwelling unit that is detached or attached to the primary dwelling unit shall maintain a side and rear yard of not less than four (4) feet, unless

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otherwise permitted under subparagraph (b), (c), and (d) below, and conform to the development standards set forth herein.

b. An accessory dwelling unit constructed within existing square footage within the primary dwelling unit or within an existing accessory building on the property may be permitted ministerially, subject to the issuance of a building permit, if complying with building and safety codes, has independent exterior access from the existing residence and has sufficient side and rear setbacks for fire safety, in accordance with the provisions of section 20.208.040.

c. No additional building setback shall be required for an existing garage or an existing accessory building that is converted to an accessory dwelling unit or for a structure constructed in the same location and to the same dimensions as an existing structure.

d. A setback of no more than four (4) feet from the side and rear lot lines shall be required for an accessory dwelling unit that is constructed above or attached to a garage that is existing or proposed with the accessory dwelling unit.”

Section 7. Subsection “2” of Subsection “H” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“2. A detached accessory dwelling unit shall maintain a minimum separation of not less than ten (10) feet (regardless of openings in walls) from the external walls

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of the existing primary dwelling unit on the same lot. No additional distance shall be required for an existing garage or other accessory structure that is converted to an accessory dwelling unit.”

Section 8. Subsection “2” of Subsection “I” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“2. Accessory dwelling units shall have a minimum floor area of not less than one hundred fifty (150) square feet.”

Section 9. Subsection “K” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“K. *Off-street parking.*

1. There shall be not less than two (2) off-street parking spaces within a garage for the primary dwelling unit. An accessory dwelling unit shall provide one (1) additional off-street parking space in addition to the required parking for the existing primary dwelling unit. This additional parking space may be covered or uncovered and shall meet all parking space location, dimension, and surfacing requirements for this title. The additional parking space may be provided as

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tandem parking on an existing driveway. Parking standards for an accessory dwelling unit shall not apply in any of the following instances:

- a. The accessory dwelling unit is located within one-half (1/2) mile of public transit, including, but not limited to, train stations and bus stations. The one-half (1/2) mile distance shall be measured on actual walking routes between the accessory dwelling unit and the public transit, rather than a straight line between points.
 - b. The accessory dwelling unit is located within an architecturally and historically significant district.
 - c. The accessory dwelling unit is part of a proposed or existing primary residence or an existing accessory structure.
 - d. When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
 - e. When there is a car share vehicle located within one (1) block of the accessory dwelling unit.
2. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit or converted to an accessory dwelling unit, the off-street parking spaces do not need to be replaced.”

Section 10. Subsection “O” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific

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Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“O. *Accessory dwelling unit architecture.* Each accessory dwelling unit shall match the color, style, and materials of the existing dwelling unit.”

Section 11. Subsection “P” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“P. *Accessory dwelling unit and junior accessory dwelling unit review.* The City shall not approve an application for a new accessory dwelling unit or junior accessory dwelling unit, unless the ADU satisfies all of the applicable standards in this chapter and the applicant receives the approval identified in Subsection “1” below or the ADU or JADU meets the requirements set forth in Subsection “2” below (Building Permit Only Process).

1. ADU applications shall be processed based on the maximum size of the proposed ADU, as follows:

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	Type of Application	
	Building Permit	Certificate of Compatibility
Studio / 1-bedroom	Up to 850 SF ¹	> 851 SF ²
2-bedroom & more	Up to 1,000 SF ¹	> 1,001 SF ²
¹ ADUs up to 800 SF are subject to a 16-foot height limitation with a 4-foot side- and rear-yard setback requirement if the applicable zoning development standards would prohibit the construction of an ADU greater than 800 square feet. Otherwise, ADUs are subject to applicable development standards of the underlying zone. ² Subject to a Certificate of Compatibility per §20.408.050 of the Brea City Code.		

2. State Mandated ADU and JADU Processing. Notwithstanding other provisions contained herein, an accessory dwelling unit, junior accessory dwelling unit, or both if required by state law, shall be allowed with only a building permit if the proposed unit(s) meet the requirements of both the California Building Standards Code, as adopted and/or amended by the City, and Government Code Section 65852.2(e)(1), as the same may be amended from time to time, which currently

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requires the City to ministerially approve a building permit within a residential or mixed-use zone to create any of the following:

a. One accessory dwelling unit and one junior accessory dwelling unit per lot with a proposed or existing single-family dwelling if all of the following apply:

(1) The accessory dwelling unit or junior accessory dwelling unit is within the proposed space of a single-family dwelling or existing space of either an existing single-family dwelling or existing accessory structure, and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure.

(2) The space has exterior access from the proposed or existing single-family dwelling.

(3) The side and rear setbacks are sufficient for fire and safety.

b. One detached, new construction accessory dwelling unit that does not exceed 800 square feet in size, 16 feet in height, and has at least four-foot side and rear yard setbacks on a lot with a proposed or existing single-family dwelling. A new detached accessory dwelling unit in this subsection may be combined with a junior accessory dwelling unit described in paragraph “a” above.

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c. One accessory dwelling unit within the portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each unit complies with state building standards for dwellings. If requested, multiple accessory dwelling units shall be allowed, up to the number of accessory dwelling units that equals 25 percent of the existing multifamily dwelling units in the structure.

d. Not more than two detached accessory dwelling units located on a lot that has an existing multifamily dwelling, subject to a height limit of 16 feet and four-foot rear yard and side setbacks.

3. *Junior accessory dwelling units.* In accordance with the standards set forth in Government Code Section 65852.22, junior accessory dwelling units approved under the building permit only process shall comply with the following requirements, unless state law is amended to set forth different standards in which case state law standards will govern:

a. A junior accessory dwelling unit shall be a maximum of 500 square feet of gross floor area. The gross floor area of a shared sanitation facility shall not be included in the maximum gross floor area of a junior accessory dwelling unit.

b. A junior accessory dwelling unit must be contained entirely within the walls of the existing or proposed single-family dwelling.

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c. A separate exterior entry from the main entrance to the single-family dwelling shall be provided to serve a junior accessory dwelling unit.

d. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the single-family dwelling in which case the junior accessory dwelling unit shall have an interior door to allow access to the facilities in the single-family dwelling.

e. A junior accessory dwelling unit shall include an efficiency kitchen, which shall include all of the following:

(1) A cooking facility with appliances.

(2) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

f. If the property contains a junior accessory dwelling unit, one of the residential dwellings on the lot shall be occupied as the primary residence of the owner of the lot and shall not be rented or leased as long as the junior accessory dwelling unit exists, unless state law is amended to prohibit owner occupancy requirements for junior accessory dwelling units.

g. No additional parking is required for a junior accessory dwelling unit.

4. *Covenants.* The owner of record shall record a covenant in a form satisfactory to the City Attorney within 30 days following the issuance of a building permit for

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the accessory dwelling unit or junior accessory dwelling unit, which shall include the following requirements and any other provisions required by state law: (a) the accessory dwelling unit (or junior accessory dwelling unit) may not be sold, transferred, or assigned separately from the primary residence; (b) the accessory dwelling unit (or junior accessory dwelling unit) may not be rented for a period of less than 30 consecutive days; (c) if the property contains a junior accessory dwelling unit, the junior accessory dwelling unit shall be a legal unit and may be used as habitable space, only so long as either the main dwelling unit, or the junior accessory dwelling unit, is occupied by the owner of record of the property, unless state law is amended to prohibit local agencies from requiring owner-occupancy; and (d) such restrictions shall run with the land and be binding upon all future owners, and lack of compliance may result in legal action against the property owner to compel compliance with this Code. The covenant shall be recorded in the official records of Orange County, and a copy of the covenant shall be filed with the office of the City Clerk.”

Section 12. Subsection “Q” of Section 20.208.040 (Property Development Standards) of Chapter 20.208 (R-1 Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“Q. *Accessory dwelling unit size.*

1. The maximum size of an accessory dwelling unit shall be subject to Section 20.208.040.P.

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2. Notwithstanding paragraph (1), the maximum size of an attached accessory dwelling unit that is proposed to be constructed on a lot with a pre-existing primary dwelling shall not exceed 50 percent of the primary dwelling, or the maximum sizes in paragraph 1, whichever is smaller.”

Section 13. Subsection “10” of Subsection “A” of Section 20.200.020 (Uses Permitted) of Chapter 20.200 (Single Family Residential – Hillside Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“10. Accessory dwelling units and junior accessory dwelling units, subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 14. Subsection “2” of Subsection “A” of Section 20.206.040 (Land Use Regulations) of Chapter 20.206 (HR Hillside Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“2. Accessory dwelling units and junior accessory dwelling units, subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 15. Subsection “J” of Section 20.206.050 (Application Filing Requirements) of Chapter 20.206 (HR Hillside Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

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“J. For applications involving one (1) single-family dwelling unit residence on an existing lot, architectural and landscaping treatment materials shall be provided consistent with the requirements for a certificate of compatibility, as set forth in § 20.408.050. Accessory dwelling units shall be subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 16. Subsection “11” of Subsection “A” of Section 20.212.020 (Uses Permitted) of Chapter 20.212 (R-1 (5,000) Single Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“11. Accessory dwelling units and junior accessory dwelling units, subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 17. Subsection “12” of Subsection “A” of Section 20.216.020 (Uses Permitted) of Chapter 20.216 (R-2 Multiple Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“12. Accessory dwelling units, subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 18. Subsection “13” of Subsection “A” of Section 20.220.020 (Uses Permitted) of Chapter 20.220 (R-3 Multiple Family Residential Zone) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

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“13. Accessory dwelling units, subject to the regulations contained in §§ 20.208.020 and 20.208.040 of this title, and state law.”

Section 19. The “Residential” Land Uses section of Table 2-2 (Allowable Uses and Permit Requirements for Mixed-Use Zoning Districts) in Subsection “F” of Section 20.258.010 (Mixed-Use Zoning Districts) of Chapter 20.258 (Mixed-Use Zoning Districts) of Division II (Specific Zone Regulations) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to add the following two uses as follows:

Accessory Dwelling Unit	P	P	P	20.208.040
Junior Accessory Dwelling Unit ²	P	P	P	20.208.040
² Junior Accessory Dwelling Units are only permitted on a lot with an existing or proposed single-family dwelling.				

Section 20. Subsection “5” of Subsection “B” of Section 20.400.030 (Types of Procedures) of Chapter 20.400 (Administration and Procedures – General) of Division III (Administration and Procedures) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code is hereby amended to read as follows:

“5. *Certificate of compatibility.* A procedure to consider the compatibility of residential structures, accessory dwelling units, and mobile and/or manufactured housing to coordinate planning, architecture, aesthetics, and economic cohesiveness within residentially zoned areas of the city.”

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Section 21. Subsections “A” through “E” of Section 20.408.050 (Certificate of Compatibility) of Chapter 20.408 (Administrative Procedures) of Division III (Administration and Procedures) of Title 20 (Zoning Code) of Part II (Development Code) of the Brea City Code are hereby amended to read as follows, with existing Subsections “F” (Time limit) and “G” (Revisions to site plan approved as part of certificate of compatibility) of Section 20.408.050 to be re-lettered as “H” and “I” respectively but otherwise to remain the same:

“A. *Intent and purpose.* The certificate of compatibility is applicable to all areas that permit single family dwellings and accessory dwelling units within the city. The certificate of compatibility considers the compatibility of residential structures, accessory dwelling units, and mobile or manufactured homes to coordinate land planning, architecture, aesthetics, and economic cohesiveness within residentially zoned properties in the city. A certificate of compatibility shall be obtained prior to submittal of an application for a building permit for any single-family dwelling and accessory dwelling units that require such a permit.

B. *Director's authority.* In issuing a certificate of compatibility, the Director shall have the authority, subject to the provisions of this section, to require conditions of development in addition to those required by this title where it is determined that such conditions are necessary to further the objectives of the general plan and are in harmony with the intent, purpose, and spirit of this title and/or where such additional requirements are deemed essential to protect the public safety and general welfare of the community. The Director shall defer all applications for a

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certificate of compatibility for an accessory dwelling unit to the Planning Commission.

C. Planning Commission authority. In issuing a certificate of compatibility, the Planning Commission shall have the authority, subject to the provisions of this section, to require conditions of development in addition to those required by this title where it is determined that such conditions are necessary to further the objectives of the general plan and are in harmony with the intent, purpose, and spirit of this title and/or where such additional requirements are deemed essential to protect the public safety and general welfare of the community.

D. Procedure.

1. Application for a certificate of compatibility shall be made pursuant to § 20.400.040, together with the requisite fee therefor, and shall be accompanied by the following materials:

- a. A detailed plot plan showing:
 - (1) Dimensions and orientation of the parcel (to scale).
 - (2) Location of buildings, structures and mobile homes, both existing and proposed.
 - (3) Location of eave overhang and architectural features.
- b. A dimensioned floor plan of existing and proposed structures.
- c. All building and mobile home elevations.
- d. Indication of the types and colors of all exterior construction materials.

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e. Location of all walls and fences, their height and materials of construction.

f. Any other architectural and engineering data as may be required to permit necessary findings that the provisions of this title are complied with.

2. *Staff investigation.* The Planning Division shall make an investigation of the facts bearing on the case to provide the information necessary for the action consistent with the intent of this title and the General Plan, and shall report the findings to the Director.

3. *Notice of hearings.* Notice of public hearing shall be given pursuant to § 20.416.020.E.1. and shall otherwise comply with Chapter 20.416 as to form and content.

E. *Findings.* The Director, or the Planning Commission, in approving a certificate of compatibility, shall find as follows:

1. That the proposed structure, mobile or manufactured home is properly designed and complies with the requirements of the zone in which it is proposed.

2. That the proposed structure, mobile or manufactured home, with any conditions to be imposed, is in harmony with the various elements or objectives of the general plan and is not economically or aesthetically detrimental to existing or previously approved uses, structures or mobile homes within the surrounding area.

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3. That the proposed structure, mobile or manufactured home is aesthetically compatible with the other uses, structures, and mobile homes in the surrounding area.

F. Director's action and appeal procedures.

1. The Director may approve, conditionally approve, or disapprove an application for a certificate of compatibility and shall announce and record the decision within twenty-one (21) days following the conclusion of the public hearing. The decision shall set forth the findings, in writing, and shall be filed with the Planning Division. A copy of the decision shall be mailed to the applicant.

2. The decision of the Director shall be final and shall become effective ten (10) days after issuance of the decision by the Director, subject to appeal pursuant to Chapter 20.424.

G. Planning Commission's action and appeal procedures.

1. The Planning Commission may approve, conditionally approve, or disapprove the application and shall announce and record the decision within twenty-one (21) days following the conclusion of the public hearing. The decision shall set forth the findings, in writing, and shall be filed with the Planning Division. A copy of the decision shall be mailed to the applicant.

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2. The decision of the Planning Commission shall be final and shall become effective ten (10) days after issuance of the decision by the Planning Commission, subject to appeal pursuant to Chapter 20.424."

Section 22. CEQA. The City Council finds and determines that this Ordinance is not subject to the requirements of the California Environmental Quality Act (CEQA) because this Ordinance implements the provisions of Government Code Section 65852.2 and is therefore exempt from CEQA pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h). To the extent that any provisions of this Ordinance are not exempt pursuant to Section 15282(h), the amendments are not subject to CEQA pursuant to CEQA Guidelines Section 15061(b)(3), because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

Section 23. Submittal of Ordinance. The Community Development Director shall submit a copy of the Ordinance to the California Department of Housing and Community Development within 60 days after adoption of this Ordinance.

Section 24. 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

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

Section 25. The City Clerk shall certify to the adoption of this Ordinance.

APPROVED AND ADOPTED this 16th day of March, 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 Ordinance was introduced at a regular meeting of the City Council of the City of Brea, held on the 2nd day of March, 2021, and was finally passed at a regular meeting of the City Council of the City of Brea on the 16th day of March, 2021, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

Dated: _____

Lillian Harris-Neal, City Clerk

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ORDINANCE NO. 1203

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BREA ADOPTING ZONING ORDINANCE AMENDMENT NO. ZOA 17-02, A PROPOSAL TO AMEND TITLE 20, CHAPTER 20.00, 20.08 AND ALL SINGLE FAMILY AND MULTIFAMILY ZONES CONTAINED IN CHAPTERS 20.20 OF THE BREA ZONING ORDINANCE TO UPDATE THE PROVISIONS PERTAINING TO ACCESSORY DWELLING UNITS IN SINGLE FAMILY AND MULTIFAMILY ZONES IN ACCORDANCE WITH NEW STATE LEGISLATION THAT AMENDED CALIFORNIA GOVERNMENT CODE SECTIONS 65852.2 AND 65852.22.

A. Recitals.

(i) On December 12, 2017, the Planning Commission of the City of Brea conducted a duly noticed public hearing concerning Zoning Amendment No. ZOA 17-02 (ZOA 17-02) and following the conclusion thereof, adopted its Resolution No. 17-03, recommending that the City Council adopt said Zoning Ordinance Amendment.

(ii) On February 6, 2018, the City Council of the City of Brea conducted and concluded a duly noticed public hearing concerning Zoning Ordinance Amendment No. ZOA 17-02, as set forth in this Ordinance. It is the intent of the City Council of the City of Brea in adopting this Ordinance to update current standards for Second Dwelling Units in Single-Family and Multifamily Residential zones pursuant to the authority set forth in California Government Code Section 65852.2 and to provide consistency with new State Law provisions, under which such units are now renamed Accessory Dwelling Units.

(iii) The City Council hereby finds and determines that the proposed amendment will not be materially injurious or detrimental to real property or improvements, nor will they have a significant adverse impact upon the environment. The proposed amendment is exempt from CEQA pursuant to CEQA Guidelines Section 15282(h), "The adoption of an Ordinance regarding Second Dwelling Units in a single family or multifamily residential zone by the city or county to implement the provisions of Section 65852.1 and 65852.2 of the Government Code as forth in Section 21080.17 of the Public Resource Code", of the California Environmental Quality Act Guidelines.

(iv) Adoption of this Ordinance is consistent with the General Plan. Under California law, every city and county must prepare a General Plan that is comprehensive and long-term in perspective. State law further indicates that the General Plan is the primary document a jurisdiction must utilize to regulate land use. Consequently, the Zoning Ordinance must be consistent with General Plan goals, policies, and standards. As part of the Zoning Ordinance, a municipality must ensure its Ordinance maintains compliance with State and Federal law. Ongoing compliance is achieved by code amendments such as those proposed for adoption by ZOA 17-02. Therefore, having a General Plan and Zoning Ordinance that are consistent with State and Federal law, and current practices, allows Brea to continue establishing the fundamental framework to guide future decision-making about development, resource management, public safety, public services, and general community well-being. ZOA 17-02 also fulfills General Plan Housing Element Program 2.0 by assisting in the provision for adequate housing to meet the needs of the community, and establish a balanced approach to meeting housing needs that include the needs of both renter and owner households. The Ordinance also fulfills General Plan Housing Element Goal 4.0 and 5.0 by mitigating any governmental constraints to housing production and affordability and by promoting equal opportunity for all residents so that residents can reside in the housing of their choice.

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

B. Ordinance

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

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

Section 2. The definition of "Second Dwelling Unit" set forth in Section 20.00.070 of Chapter 20.00 of Title 20 of the Brea City Code is hereby deleted to the alphabetical listing of definitions and the term replaced with "Accessory Dwelling Unit" and updated to read as follows:

"ACCESSORY DWELLING UNIT. An attached or detached dwelling unit which provides complete, independent living facilities for one (1) or more persons and

shall include permanent provisions for living, sleeping, eating, cooking and sanitation on the same parcel as the existing primary dwelling unit is situated. An Accessory Dwelling Unit also includes the following: An efficiency unit, as defined in Section 17958.1 of the Health and Safety Code, and a manufactured home, as defined in Section 18007 of the Health and Safety Code.”

Section 3. Subsection “12” of Section 20.208.020(A) of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

“12. A maximum of one (1) Accessory Dwelling Unit per lot provided that:

- a. The lot contains one (1) existing or proposed primary dwelling unit.
- b. The occupant of either the existing dwelling unit or the Accessory Dwelling Unit shall be the owner of both units.
- c. The Accessory Dwelling Unit shall meet all development standards as set forth in Section 20.208.040 of this chapter.
- d. The Accessory Dwelling Unit shall not be constructed as to cause the existing dwelling to conflict with the minimum standards applicable to the zone on which it is located, including but not limited to, minimum dwelling area.”

Section 4. Subsection “C” of Section 20.208.040 of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

“C. *Dwelling unit density.* Not more than one (1) dwelling unit shall be permitted to be on any lot in the R-1 (Single Family Residential) Zone except that an Accessory Dwelling Unit may be permitted subject to the provisions set forth herein.”

Section 5. Subsection “7” of Section 20.208.040(E) of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

“7. *Location of Accessory Dwelling Units.*

- a. An Accessory Dwelling Unit that is detached or attached to the primary dwelling unit shall maintain a rear yard of not less than ten (10) feet, unless otherwise permitted under subparagraph (b), (c), and (d) below, and conform to the development standards set forth herein.

b. An Accessory Dwelling Unit constructed within existing square footage within the primary dwelling unit or within an existing accessory building on the property may be permitted ministerially, subject to the issuance of a building permit, if complying with Building and Safety codes, has independent exterior access from the existing residence and has sufficient side and rear setbacks for fire safety.

c. No additional building setback shall be required for an existing garage or an existing accessory building that is converted to an Accessory Dwelling Unit. Pursuant to the standards set forth in 20.08.040, the property is required to provide and maintain parking for the primary residence.

d. A setback of no more than five (5) feet from the side and rear lot lines shall be required for an Accessory Dwelling Unit that is constructed above or attached to a garage that is existing or proposed with the Accessory Dwelling Unit."

Section 6. Subsection "2" of Section 20.208.040(H) of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

"2. A detached Accessory Dwelling Unit shall maintain a minimum separation of not less than ten (10) feet (regardless of openings in walls) from the external walls of the existing primary dwelling unit on the same lot. No additional distance shall be required for an existing garage or other accessory structure that is converted to an Accessory Dwelling Unit."

Section 7. Subsection "2" of Section 20.208.040(I) of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

"2. Accessory Dwelling Units shall have a minimum floor area of not less than one hundred fifty (150) square feet."

Section 8. Subsection "1" of Section 20.208.040(K) of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

"1. There shall be not less than two (2) off-street parking spaces within a garage for the primary dwelling unit. An Accessory Dwelling Unit shall provide one (1) additional off-street parking space in addition to the required parking for the

existing primary dwelling unit. This additional parking space may be covered or uncovered and shall meet all parking space location, dimension, and surfacing requirements for this title. The additional parking space may be provided as tandem parking on an existing driveway. If the existing two (2) garage spaces are converted to or displaced for an Accessory Dwelling Unit and one (1) additional parking space is provided for the Accessory Dwelling Unit, then the replacement parking spaces for the primary residence may be covered, uncovered, tandem, or spaces created by mechanical automobile parking lifts. Parking standards for an Accessory Dwelling Unit may be waived in any of the following instances:

- a. The Accessory Dwelling Unit is located within one-half (1/2) mile of public transit, including transit stations and bus stations. The one-half (1/2) mile distance shall be measured on actual walking routes between the Accessory Dwelling Unit and the public transit, rather than a straight line between points.
- b. The Accessory Dwelling Unit is located within an architecturally and historically significant district.
- c. The Accessory Dwelling Unit is part of the existing primary residence or an existing accessory structure.
- d. When on-street parking permits are required but not offered to the occupants of the Accessory Dwelling Unit.
- e. When there is a car share vehicle located within one (1) block of the Accessory Dwelling Unit.”

Section 9. Subsection “O” of Section 20.208.040 of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

“O. *Accessory Dwelling Unit architecture.* Each Accessory Dwelling Unit shall be architecturally compatible with the existing dwelling unit.”

Section 10. Subsection “P” of Section 20.208.040 of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to read as follows:

"P. *Accessory Dwelling Unit review.* The provisions of § 20.400.010 of this title shall apply to the development of an Accessory Dwelling Unit and conform to the development standards set forth herein, excepting subsection (2) of section 20.208.040(Q) below."

Section 11. Section 20.208.040 of Chapter 20.208 of Title 20 of the Brea City Code is hereby amended to add Subsection Q to read as follows:

"Q. *Accessory Dwelling Unit size.*

1. The increase floor area of an Accessory Dwelling Unit shall not exceed fifty (50) percent of the existing living area of the primary residence, with a maximum total floor area of one thousand, two hundred (1,200) square feet.
2. Accessory Dwelling Unit may exceed the total floor area permitted ministerially with the approval of a Certificate of Compatibility set forth in Section 20.408.050."

Section 12. Subsection 9 of Section 20.200.020(B) of Chapter 20.200 of Title 20 of the Brea City Code is hereby amended to remove Subsection 9 as follows:

"9. The placement of one (1) second dwelling unit per lot subject to provisions of Sections 20.208.020 and 20.208.040, of this title, excepting paragraph P of section 20.208.040."

Section 13. Subsection A of Section 20.200.020 of Chapter 20.000 of Title 20 of the Brea City Code is hereby amended to add Subsection 10 to read as follows:

"10. Accessory Dwelling Units, subject to the regulations contained in Section 20.208.020 and 20.208.040 of this title, and state law."

Section 14. Subsection 2 of Section 20.206.040(A) of Chapter 20.206 of Title 20 of the Brea City Code is hereby amended to read as follows:

"2. Accessory Dwelling Units, subject to the regulations contained in Section 20.208.20 and 20.208.040 of this title, and state law."

Section 15. Subsection J of Section 20.206.050 of Chapter 20.206 of Title 20 of the Brea City Code is hereby amended to read as follows:

J. For applications involving one (1) single-family dwelling unit residence on an existing lot, architectural and landscaping treatment materials shall be provided consistent with the requirements for a certificate of compatibility, as set forth in Section 20.408.050. Accessory Dwelling Units shall be subject to the regulations contained in Section 20.208.020 and 20.208.040 of this title, and state law.”

Section 16. Subsection 11 of Section 20.212.020(A) of Chapter 20.212 of Title 20 of the Brea City Code is hereby amended to read as follows:

“11. Accessory Dwelling Units, subject to the regulations contained in Section 20.208.20 and 20.208.040 of this title, and state law.”

Section 17. Subsection A of Section 20.216.020 of Chapter 20.216 of Title 20 of the Brea City Code is hereby amended to add Subsection 12 to read as follows:

“12. Accessory Dwelling Units, subject to the regulations contained in Section 20.208.020 and 20.208.040 of this title, and state law.”

Section 18. Subsection A of Section 20.220.020 of Chapter 20.220 of Title 20 of the Brea City Code is hereby amended to add Subsection 13 to read as follows:

“13. Accessory Dwelling Units, subject to the regulations contained in Section 20.208.020 and 20.208.040 of this title, and state law.”

Section 19. Subsection 3 of Section 20.08.040(C)(2)(c) of Chapter 20.08 of Title 20 of the Brea City Code is hereby amended to read as follows:

(3) Required off-street parking in residential zones shall not be provided in areas required for ingress and egress to other parking spaces; no tandem parking is permitted, except with properties associated with an Accessory Dwelling Unit pursuant to the standards as set forth in Section 20.208.040 of this title.

Section 20. The provisions of this Ordinance, insofar as they are substantially the same as provisions of Ordinances previously adopted by the City relating to the same matter, shall be construed as restatements and continuations of the earlier enactment,

and not as new enactments. The adoption of this Ordinance does not affect the following matters:

- a. Actions and proceedings that began before the effective date of this Ordinance.
- b. Prosecution for Ordinance violations committed before the effective date of this Ordinance.
- c. Licenses and penalties due and unpaid at the effective date of this Ordinance.
- d. Collection of licenses and penalties due and unpaid at the effective date of this Ordinance.
- e. Bonds and cash deposits required to be posted, filed, or deposited pursuant to any ordinance, resolution, or regulation.
- f. Matters of record that refer to or are connected with an Ordinance previously adopted by the City the substance of which is amended by this Ordinance. Such references shall be construed to apply to the corresponding provisions of this Ordinance.

Section 21. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15282(h), "the adoption of an Ordinance regarding second units in a single family or multifamily residential zone by a city or county to implement the provisions of Section 65852.1 and 65852.2 of the Government Code as set forth in Section 21080.17 of the Public Resource Code" of the California Environmental Quality Act Guidelines.

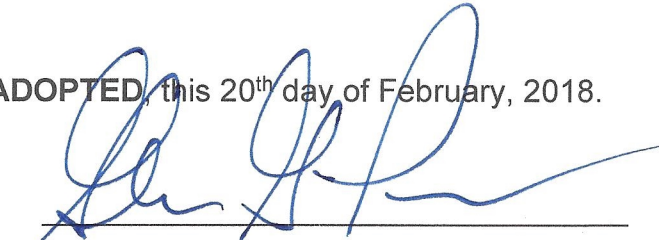
Section 22. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection,

subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 23. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption in accordance with the provisions of California law.

Section 24. Certification. The City Clerk shall certify to the passage of this Ordinance and cause the same or a summary thereof to be published within fifteen (15) days after adoption in a newspaper of general circulation, printed and published in Brea, California.

PASSED, APPROVED, AND ADOPTED, this 20th day of February, 2018.



Glenn Parker, Mayor

ATTEST:



Lillian Harris-Neal, City Clerk



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

I, Lillian Harris-Neal, City Clerk of the City of Brea, do hereby certify that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Brea, held on the 6th day of February, 2018, and was finally passed at a regular meeting of the City Council of the City of Brea on the 20th day of February, 2018, by the following vote:

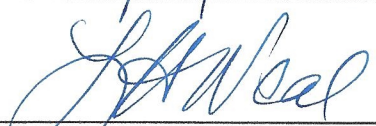
AYES: COUNCIL MEMBERS: Parker, Marick, Hupp, Simonoff, Vargas

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAINED: COUNCIL MEMBERS: None

Dated: 3/1/18


City Clerk

Summary of Development Standards

	Junior Accessory Dwelling Unit		Accessory Dwelling Unit up to 800 square feet		Accessory Dwelling Unit 801 – 850 square feet for one-bedroom; and, 1,000 square feet for two-bedroom		Accessory Dwelling Unit >851+ square feet for one—bedroom; and, >1,001+ for two-bedroom	
Level of Review	Building Permit		Building Permit		Building Permit		Certificate of Compatibility ¹ and Building Permit	
Minimum Unit Size	150 square feet		150 square feet		150 square feet		150 square feet	
Maximum Unit Size	500 Square feet		800 square feet		Up to 850 square feet for studio/one-bedroom; and, Up 1,000 square feet for two-bedroom or more		No Maximum	
Maximum Lot Coverage (Percentage of lot size)	35%: R-1 Zone 50%: R-1 (5,000) Zone		Not Applicable		35%: R-1 Zone 50%: R-1 (5,000) Zone 50%: R-2 Zone 60%: R-3 Zone		35%: R-1 Zone 50%: R-1 (5,000) Zone 50%: R-2 Zone 60%: R-3 Zone	
Minimum Building Setbacks ¹	R-1 Zone Front: 25 feet Side: 4 feet Side: 4 feet	R-1 (5,000) Zone Front: 15 feet Side: 4 feet Side: 4 feet	R-1 Zone Front: 25 feet Side: 4 feet Side: 4 feet	R-1 (5,000) Zone Front: 15 feet Side: 4 feet Side: 4 feet	R-1 Zone Front: 25 feet Side: 4 feet Side: 4 feet	R-1 (5,000) Zone Front: 15 feet Side: 4 feet Side: 4 feet	R-1 Zone Front: 25 feet Side: 4 feet Side: 4 feet	R-1 (5,000) Zone Front: 15 feet Side: 4 feet Side: 4 feet
Maximum Building Height (R-1 Zones)	R-1 Zone 30 feet	R-1 (5,000) Zone 35 feet	R-1 Zone 30 feet	R-1 (5,000) Zone 35 feet	R-1 Zone 30 feet	R-1 (5,000) Zone 35 feet	R-1 Zone 30 feet	R-1 (5,000) Zone 35 feet
Maximum Building Height (R-2 & R-3 Zones)	-	-	R-2 Zone 35 feet	R-3 Zone 35 to 75 feet	R-2 Zone 35 feet	R-3 Zone 35 to 75 feet	R-2 Zone 35 feet	R-3 Zone 35 to 75 feet
Minimum Building Separation	Not Applicable		Minimum separation of 10 feet between the main dwelling unit and the detached ADU		Minimum separation of 10 feet between the main dwelling unit and the detached ADU		Minimum separation of 10 feet between the main dwelling unit and the detached ADU	
Minimum Kitchen Requirements	Efficiency ² Kitchen		Full ³ Kitchen		Full Kitchen		Full Kitchen	
Sanitation Facility	May include separate sanitation facilities, or may share sanitation facilities with the existing dwelling unit		Separate Sanitation Facility		Separate Sanitation Facility		Separate Sanitation Facility	
Parking ⁴	Not Applicable		One (1) off-street space ²		One (1) off-street space ²		One (1) off-street space ²	

¹R-2 Zone: 15 to 23-foot front setback and 4-foot side and rear setbacks. R-3 Zone: 15-foot front setback and 4-foot side and rear setbacks²Shall include a cooking facility with appliances and food preparation counter storage cabinets that are of reasonable size in relation to the size of the JADU.³Shall include a sink, food preparation counter, storage, cabinets, and permanent cooking facilities such as a range or cooktop and oven.⁴Parking requirements may be waived for ADU per §20.208.040.K.1 of the Brea Municipal Code.

RESOLUTION NO. PC 2020-25

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BREA RECOMMENDING THAT THE CITY COUNCIL ADOPT ZONING TEXT AMENDMENT NO. ZTA 20-01, AMENDING CHAPTERS 20.00, 20.200, 20.206, 20.208, 20.212, 20.216, 20.220 AND 20.258 OF TITLE 20 (ZONING CODE) OF THE BREA ZONING ORDINANCE RELATED TO ACCESSORY DWELLING UNITS.

A. RECITALS:

(i) The Planning Commission of the City of Brea has heretofore held a duly noticed public hearing, as required by law, on a Zoning Text Amendment to update various City Code definitions and Sections; amending Chapters 20.00, 20.200, 20.206, 20.208, 20.212, 20.216, 20.220 AND 20.258 to Title 20 of the Brea Municipal Code, and recommending to the City Council the adoption of this Zoning Text Amendment ("Zoning Text Amendment" or "Amendments" herein).

(ii) The project proponent is the City of Brea; 1 Civic Center Circle, Brea, California 92821.

(iii) The proposed Ordinance is applicable to Brea City Code Chapters 20.00, 20.200, 20.206, 20.208, 20.212, 20.216, 20.220 AND 20.258 of Title 20.

(iv) All legal prerequisites to the adoption of this Resolution have occurred per Senate Bill 13, Senate Bill 68 and Senate Bill 881.

B. RESOLUTION:

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED by the Planning Commission of the City of Brea, as follows:

1. In all respects as set forth in Recitals, Part A, of this Resolution.

2. The Planning Commission hereby finds that the project identified above in this Resolution is exempt from CEQA pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h). This exemption is applicable for the adoption of an ordinance regarding second units in a single-family or multifamily residential zone by a city or county to implement provisions of Sections 65852.1 and 65852.2 of the Government Code, as set forth in Section 21080.17. Therefore, since it will have no impact on the physical environment as it will not result in any changes, this Ordinance is exempt from CEQA.

3. The Planning Commission further finds in consideration of the Zoning Text Amendment as follows:

a. Finding: The proposed Amendments are consistent with the General Plan.

Fact: (iii) Adoption of this Ordinance is consistent with the City's General Plan, as required by state law per Senate Bill 13, Senate Bill 68 and Senate Bill 881. This Ordinance fulfills General Plan Housing Element Program 2.0 by assisting in the provision of adequate housing to meet the needs of the community, and establish a balanced approach to meeting housing needs, which includes the needs of both renter and owner households. The Ordinance also fulfills General Plan Housing Element Programs 4.0 and 5.0 by mitigating any governmental constraints to housing production and affordability and by promoting equal opportunity for all residents to provide households with options for housing types.

Finding: The Zoning Text Amendment will not be materially injurious or detrimental to real property or improvements nor will it have a significant adverse impact upon the environment.

Fact: The proposed Zoning Text Amendment will not be materially injurious or detrimental to real property or improvements nor will the Zoning Text Amendment result in a significant adverse impact upon the environment, because the proposed amendment consists of code definitions, development standards and updates within the Brea Zoning Code. The changes are intended to provide for compatibility and health and safety concerns related to accessory dwelling units in existing residential zones in the City and provide process and policy determinations to ensure land use balance and compatibility. The proposed amendments are exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h).

4. This Commission hereby recommends that the City Council of the City of Brea adopt Zoning Text Amendment No. ZTA 20-01, as shown in Exhibit A attached hereto.

5. 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.

ADOPTED AND APPROVED this 8th day of December, 2020.


Chairman, Planning Commission

I, Jason Killebrew, Secretary to the Planning Commission of the City of Brea, do hereby certify that the foregoing Resolution was introduced at a regular meeting of the Planning Commission of the City of Brea held on the 8th day of December, 2020, and was finally passed at a regular meeting of the Planning Commission of the City of Brea, held on the 8th day of December, 2020 by the following votes:

AYES: COMMISSIONERS: McGrade, Brattain, Schlotterbeck, Barnes-Ramos, Phu
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:
ABSTAIN: COMMISSIONERS:

ATTEST:


Secretary, Planning Commission

**PLANNING COMMISSION MEETING MINUTES
December 8, 2020**

**PLANNING COMMISSION
PUBLIC HEARINGS
7:00 p.m. - Council Chambers, Plaza Level**

1. CALL TO ORDER / ROLL CALL - COMMISSION

Due to technical difficulties, the Meeting was called to order at 7:18 pm.

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

2. INVOCATION - Pastor Dan Cook from Lighthouse Church

3. PLEDGE OF ALLEGIANCE

Vice Chair Brattain led the Pledge of Allegiance.

4. MATTERS FROM THE AUDIENCE

None.

CONSENT ITEMS

5. Adoption of 2021 Planning Commission Calendar

Motion was made by Vice Chair Brattain, seconded by Commissioner Schlotterbeck to approve the 2021 Planning Commission Calendar.

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

Passed

PUBLIC HEARINGS

6. Conditional Use Permit No. CUP 20-11 & Plan Review No. PR 20-08, A Request to Modify the Off-Street Parking Requirement and Allow Exterior Modifications for an Office Use Located At 735 South Brea Blvd, In the MU-III (Mixed Use) Zone.

Chair McGrade with the approval of the Commission, reordered the items on the Agenda for this evening to hear Item 7, Item 8, Item 6 and Item 9 if time allows.

City Planner Killebrew gave a presentation.

Vice Chair Brattain recused himself from the proceedings as his office is across the street from the project.

Commission asked if the internal figuration changed would they need to come back to the Commission. City Planner Killebrew confirmed that only a substantial modification would require that.

Chair McGrade opened the Public Hearing and hearing no testimony, he closed the Public Hearing.

Motion was made by Commissioner Schlotterbeck, seconded by Commissioner Phu Conditional Use Permit No. CUP 20-11 & Plan Review No. PR 20-08, A Request to Modify the Off-Street Parking Requirement and Allow Exterior Modifications for an Office Use Located At 735 South Brea Blvd, In the MU-III (Mixed Use) Zone.

AYES: Chair McGrade, Commissioner Schlotterbeck, Commissioner Barnes-Ramos, Commissioner Phu

Other: Vice Chair Brattain (RECUSE)

Passed

7. Conditional Use Permit No. CUP 20-14, an Amendment to Conditional Use Permit No. CUP 00-16 To Allow an Expansion to an Existing Restaurant with Alcoholic Beverage Sales at 330 West Birch Street, in the MU-I (Mixed Use) Zone.

Associate Planner, Jose Barriga, gave a presentation.

Commissioners asked questions related to:

- Smoking in the Downtown
- Air Eater
- Entertainment Permit not renewed

Chair McGrade opened the Public Hearing.

The Commission asked the Applicant, Tammy Vincent, questions related to:

- Air Filtration
- Membership
- Tinted Windows
- Minors not allowed in the Speakeasy

Chair McGrade closed the Public Hearing.

Motion was made by Vice Chair Brattain, seconded by Commissioner Barnes-Ramos Conditional Use Permit No. CUP 20-14, an Amendment to Conditional Use Permit No. CUP 00-16 To Allow an Expansion to an Existing Restaurant with Alcoholic Beverage Sales at 330 West Birch Street, in the MU-I (Mixed Use) Zone.

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

Passed

8. Conditional Use Permit No. 20-10, Precise Development Plan No. 20-04, And Conditional Use Permit No. 20-18: A Request to Amend Planning Commission Resolution No. 88-56 To Allow the Demolition of Two Commercial Buildings to Construct A Restaurant with A Drive-Thru, and to Amend an Existing Sign Program, at 255 East Imperial Boulevard, in the C-P (Commercial Professional) P-D (Precise Development) Zone.

Senior Planner, Juan Arauz, provided a presentation.

Commission asked questions related to:

- Collision Data
- School Parking
- Crosswalk at Imperial Highway
- Cal Trans right-of way
- School District Input/Stance
- Condition W - The word property should remain

Chair McGrade opened the Public Hearing.

The Applicant, Kristen Roberts, provided a presentation about Raising Canes.

The Commission asked questions related to:

- Retention Rate
- Age Requirement
- Tuition Reimbursement

The following people spoke in opposition to the project:

- Kari Windes
- Dr. Brooks Larson

Staff relayed that 4 letters of opposition were received after the Agenda Packet was published and they have been published on our website and were forwarded to the Commission.

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

Commissioners asked questions and discussed issues related to:

- Traffic Data collected
- Delivery Times
- Parking Management Plan
- Pork Chop on Imperial Highway

Chair McGrade stated he had significant concerns with safety, queueing, traffic in the public right of way, neighbors and public elementary school and cannot support the project.

Discussion amongst Planning Commissioners ensued regarding School Board notification and stance/opinion on their part.

Chair McGrade reopened the Public Hearing to allow for the applicant to speak.

Ms. Roberts and Dwight Manley spoke in support of the project.

Chair McGrade closed the Public Hearing.

Commissioner Schlotterbeck spoke in opposition to extend the Public process as it sets a precedent for future projects.

Motion was made by Vice Chair Brattain, seconded by Commissioner Barnes-Ramos to approve Conditional Use Permit No. 20-10, Precise Development Plan No. 20-04, And Conditional Use Permit No. 20-18

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

NOES: Chair McGrade

Passed

9. Zoning Text Amendment No. 20-01 (ZTA 20-01) To Amend Title 20 of The Brea Municipal Code Regulating Accessory Dwelling Units and Junior Accessory Dwelling Units Within The City Of Brea.

Jose Barriga, Associate Planner, provided a presentation.

Commission asked questions related to:

- Square Footage
- Criteria for Planning Commission Review
- Entrances to Units

Chair McGrade opened the Public Hearing and hearing no testimony, closed it again.

Motion was made by Commissioner Schlotterbeck, seconded by Vice Chair Brattain to approve recommending that City Council take the following actions:

1. Find the project exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h); and

2. Approve Zoning Text Amendment No. 20-01, to amend sections of the BMC, regulating ADUs and JADUs within the City of Brea (Attachment A).

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

Passed

ADMINISTRATIVE ITEMS

City Planner Killebrew reminded the Commission that the Planning Commissioners Academy is coming up on March 24-26, 2021.

10. COMMITTEE REPORTS

None.

11. PLANNING DIVISION UPDATES


No comments or questions.

12. ADJOURNMENT

Chair McGrade adjourned the meeting at 10:32 pm.

Respectfully submitted,

The foregoing minutes are hereby
approved this 26th day of January, 2021



Jason Killebrew, City Planner



Commission Chair

Star-Progress

2190 S. Towne Centre Place Suite 100
Anaheim, CA 92806
714-796-2209

5190262

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

FILE NO. PH NO. ZTA 20-01

AFFIDAVIT OF PUBLICATION

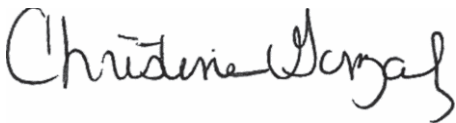
STATE OF CALIFORNIA, }
County of Orange } SS.

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:

02/04/2021

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: February 04, 2021.



Signature

PROOF OF PUBLICATION ATTACHMENT F

Legal No. 0011438632

CITY OF BREA CITY COUNCIL NOTICE OF PUBLIC HEARING FOR A ZONING TEXT AMENDMENT NO. ZTA 20-01

NOTICE IS HEREBY GIVEN by the City of Brea that a public hearing will be held at a City Council Meeting on **Tuesday, February 16, 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 Text Amendment No. ZTA 20-01 – A proposal to amend Title 20, Chapter 20.00, 20.200, 20.206, 20.208, 20.212, 20.216, 20.220 and 20.258 of the Brea Municipal Code to update provisions pertaining to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) in all residential zones Citywide in accordance with state legislation that amended Government Code Sections 65852.2 and 65852.22.

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 Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h).

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 CITY COUNCIL MEETING MAY BE CONDUCTED IN WHOLE OR IN PART BY TELECONFERENCE.

FURTHER INFORMATION MAY BE OBTAINED BY CALLING THE CITY CLERK AT (714) 990-7756 OR BY EMAILING cityclerksgroup@ci.brea.ca.us. ALL PERSONS WISHING TO PARTICIPATE BY TELECONFERENCE SHOULD CONTACT THE CITY NO LATER THAN NOON ON FEBRUARY 16, 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: 01/25/2021 Published Star Progress: 02/04/2021 11438632

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Update on the "Brea Police Department Review of Police Services and Staffing"
Report

RECOMMENDATION

Receive and File.

BACKGROUND/DISCUSSION

Presentation

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Adam Hawley, Acting Police Chief

Attachments

Brea Police Department Organizational Assessment and Staffing Analysis Report Presentation

Brea PD Organizational Assessment and Staffing Analysis Report

Brea Police Department

Organizational Assessment and Staffing Analysis Report
Update - March 16, 2021

City of **BREA**



Organizational Assessment & Staffing Analysis - Background



- Purpose
- Methodology
- Final Report
- UPDATE!

Recap of Recommendations



- 18 Recommendations
- Recommendations can be grouped into three categories
 - Data & Systems
 - Department Operations & Resource Allocation
 - Staffing Levels & Recruitment

Recommendations – Data & Systems

- RECOMMENDATION 1 – Accurately Track Activity of Field Units
 - UPDATE: COMPLETE (FY 20-21)
- RECOMMENDATION 9 – Compile Comprehensive Data to Analyze Detective Workload
 - UPDATE: IN-PROGRESS (FY 21-22)

Recommendations – Data & Systems



- RECOMMENDATION 15 – Online Crime Reporting System
 - UPDATE: IN-PROGRESS (FY 20-21)
- RECOMMENDATION 16 – Internal Audit of Current and Future Technology Needs
 - UPDATE: COMPLETED (FY 20-21)
- RECOMMENDATION 17 – Eliminate Duplicative Paper/Digital Systems
 - UPDATE: IN-PROGRESS (FY 21-22)

Recommendations – Department Operations & Resource Allocation



- RECOMMENDATION 3 – Establish an overlap shift to allow coverage for the busiest periods spanning day and night shifts
 - UPDATE: COMPLETED (SEP 5 ,2020)
- RECOMMENDATION 11 – Reassign Property & Evidence Unit to Police Records Supervisor
 - UPDATE: COMPLETED (SEP 5, 2020)
- RECOMMENDATION 12 – Reassign Discovery Requests to Records Unit personnel
 - UPDATE: IN-PROGRESS (FY 21-22)

Recommendations – Department Operations & Resource Allocation



- RECOMMENDATION 10 - Reallocate one Patrol Lieutenant to the Investigation Division
 - UPDATE: IN-PROGRESS (FY 21-22)
- RECOMMENDATION 13 – Assess the benefits of reallocating the OCFIT detective position to address other department priorities
 - UPDATE: IN-PROGRESS (FY 21-22)
- RECOMMENDATION 14 – Convert 1.0 Lieutenant position to a Sergeant position
 - UPDATE: IN-PROGRESS (FY 22-23)

Recommendations – Staffing Levels & Recruitment



- RECOMMENDATION 18 – Convert the part-time administrative clerk positions through attrition to a full-time position, specifically to address recruitment and training needs
 - UPDATE: COMPLETED (MAR 6, 2021)
- RECOMMENDATION 2 – Complete the Recruitment and fill the current vacancies for 2.0 FTE Police Officers in Patrol
 - UPDATE: COMPLETE (FEB 16, 2021)

Recommendations – Staffing Levels & Recruitment



- RECOMMENDATIONS 4 – 8: Increased Sworn Police Officer Staffing
 - Related to Current & Future Development Projects (If Completed)
 - Anticipated Population Growth & Increased Calls For Service
- RECOMMENDATION 7 - Begin recruitment for police officers (3.0 FTE) in the 1st quarter 2021
- RECOMMENDATION 4 – Add 3.0 FTE police officers, who should be in service by June 2022
 - **UPDATE: ON-HOLD**

Recommendations – Staffing Levels & Recruitment



- RECOMMENDATION 8 - Begin recruitment for police officers (2.0 FTE) in the 1st quarter 2023
- RECOMMENDATION 5 – Add 2.0 FTE police officers, who should be in service by June 2024
 - UPDATE: ON-HOLD
- RECOMMENDATION 6 – Add 3.0 FTE police officers should the “mid-term” projects be constructed
 - UPDATE: ON-HOLD

Recommendations - Staffing Levels & Recruitment

Development Timeframe Assumptions		Population Increase	Percent
Short-Term	1 to 5 years	7,425 4,294	63.8% 46.4%
Mid-term	5 to 7 years	3,808 0	32.7% 0%
Long-term	8 to 10 years	408 4,961	3.5% 53.6%
Total		11,641 9,255	100.0%

Projects Impacting Population

Police Beat ²	Project Description	# of New Residential Units	Est. Population Increase ³	Comments
Central	Brea Mall modifications w/ residential	312 400	877 1,124	Occupancy expected in 2Q 2022
Central	Brea Plaza	250 194	832 ⁴ 545	Occupancy expected in 2Q 2022
Central	Hines/Avalon Bay	653	1,835	Occupancy expected in 1Q 2021
Central	Brandywine Assisted Living/Memory Care	85	170 ⁵	Occupancy expected in 4Q 2022
South	Mercury Lane residential	114	320	Occupancy expected in 1Q 2022
East	Pacific Highlands	24	67	Occupancy expected in 4Q 2024
East	Former Brea Olinda School Site	1	3	Occupancy expected in 1Q 2021
West	Central Park Village	82	230	Occupancy expected in 4Q 2020
South	The Village (Berry Street)	900 0	2,529 0	Potential occupancy as early as 2025
East	Aera Energy Brea 265	1,100 1,165	3,091 3,274	Occupancy expected in 2Q 2022 – 2Q 2024
Central	Macy's residential (Brea Mall)	455	1,279	Potential occupancy as early as 2025
East	Carbon Canyon (Housing Element site)	145	408	No additional information
Total		3,318	9,255	

New Units: 82

Est. Popl.
Increase:
230

New Units: 1,755

West

Est. Popl. Increase: 4,993

New Units:

~~1,125~~

1,335

Est. Popl.

Increase:

~~3,161~~

3,752

East

New Units:

~~1,755~~ **1,901**

Est. Popl. Increase:

~~4,993~~ **5,273**

Central

South

New Units:

~~1,014~~

0

Est. Popl. Increase:

~~2,849~~

0

Summary of Recommendations

- | | | | |
|---------------------|-------------|--------------------|-------------|
| • 1) Track Activity | COMPLETE | • 10) DB LT | IN-PROGRESS |
| • 2) Fill Vacancies | COMPLETE | • 11) P&E to RECS | COMPLETED |
| • 3) Overlap Shift | COMPLETE | • 12) Discovery | IN-PROGRESS |
| • 4) Add Officers | ON-HOLD | • 13) OCFITT | IN-PROGRESS |
| • 5) Add Officers | ON-HOLD | • 14) LT to SGT | IN-PROGRESS |
| • 6) Add Officers | ON-HOLD | • 15) Online Rpt. | IN-PROGRESS |
| • 7) Recruit Ofcrs. | ON-HOLD | • 16) Technology | COMPLETE |
| • 8) Recruit Ofcrs. | ON-HOLD | • 17) Dig. Paper | IN-PROGRESS |
| • 9) DB Data | IN-PROGRESS | • 18) Mgnt. Anyst. | COMPLETE |

Next Steps

- Continue work on current IN-PROGRESS & DELAYED Recommendations
- Periodically collect and analyze data of COMPLETED Recommendations
- Complete FIVE Year Strategic Plan (Forthcoming Report)



QUESTIONS?

Brea Police Department Review of Police Services and Staffing

February 2020

**Management
Partners**





February 10, 2020

Mr. Bill Gallardo, City Manager
Mr. John Burks, Chief of Police
City of Brea
1 Civic Center Circle
Brea, CA 92821

Dear Mr. Gallardo and Chief Burks:

Management Partners is pleased to transmit this report summarizing our assessment of the staffing needs, operations and organization structure of the Brea Police Department. It is apparent through our interactions that the Police Department is committed to providing quality services to the Brea community, that staff are proud of the work they do and are interested in moving the department forward.

Our team interviewed 22 individuals, held three focus groups with numerous department staff, and conducted roundtable discussions with the executive board of the Brea Police Association and with the City's Executive Team. We reviewed numerous documents and volumes of data pertinent to this assessment, participated in a ride-along to understand operations first-hand and gathered information from other City departments as necessary to inform our analysis. We also gathered benchmarking data and conducted a comparison of the Brea Police Department with five peer police departments.

This report reflects our analysis of department staffing and operations at present, together with forecasts, analyses and 18 recommendations to address the staffing and operational needs of the department in the future, given the projected population increases in Brea over the next several years.

Thank you for the opportunity to be of assistance to you and to the City of Brea.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Gerald E. Newfarmer', is positioned above the printed name.

Gerald E. Newfarmer
President and CEO

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Executive Summary

Management Partners was retained by the City of Brea to conduct a staffing needs analysis for the Police Department and facilitate and create a Strategic Plan. The strategic planning process is underway, with a workshop scheduled for February 20, 2020. This report addresses issues related to the department's staffing and organization structure.

More specifically, the focus of Management Partners' staffing analysis evaluated needs throughout the department, reviewed the organization structure, analyzed current and potential workload related to growth in the community, evaluated best practices and other relevant indicators from other comparable police departments and reviewed core services to identify gaps, redundancies and opportunities.

To accomplish this work Management Partners began with a review of various documents and data, including the City and Police Department budgets, workload information and related data. We worked with Police Department staff to identify and analyze data from the Computer Aided Dispatch/Report Management System (CAD/RMS). This provided essential information and valuable insight about workload in the Police Department.

We conducted individual interviews with the Mayor, Mayor Pro Tem, and Councilmembers, the Chief of Police, the City Manager, the Assistant City Manager, the Administrative Services Director, and Police command staff. We also facilitated three employee focus groups. Special efforts were taken to ensure the Brea Police Association (BPA) was included in this process. Their feedback was sought through a roundtable discussion held with the BPA executive board.

The Police Department also conducted a community survey and the results of that are addressed in this report. We also conducted a roundtable to brief leaders from other departments about our observations and recommendations.

Finally, Management Partners identified peer police departments and compared their staffing and other data points with the Brea Police Department.

Key Observations

It is clear that Brea Police Department employees are dedicated to providing a high level of service to the community and they are committed to focusing on the future of the department and the City. Our analysis identified several areas that will help support and further that commitment.

- Although the patrol unit is adequately staffed in terms of positions, the current two vacancies are impacting the daytime workload.
- Patrol could benefit from adding an overlap shift to assist with the increased calls for service (CFS) between 10:00 a.m. and 10:00 p.m.
- Projections of growth in the community indicate that additional police officer positions will be needed within the next three years.
- Best practice supports a reorganization of the Property and Evidence Unit.
- Reinforcing a sense of team in the Patrol Unit is needed.

Organization of Report

This report is organized into the following main sections:

- Background and Project Approach,
- Interview, Focus Group Themes
- Input from Brea Police Association
- Workload, Staffing and Schedule Deployment
- Other Models for Analyzing Staffing
- Organization Structure, Operations and Technology
- City of Brea Community Survey
- Peer Comparison Results
- Conclusion

Attachment A provides a summary list of the 18 recommendations in this report.

Background and Project Approach

Background

The City of Brea is a community of 45,606¹ residents in North Orange County. It encompasses about 12 square miles. Brea is a full-service city, as illustrated in Figure 1, and has a council-manager form of government. It employs 400 full- and part-time employees who work in the following departments: Management Services, Administrative Services, Community Development, Community Services, Fire, Police, and Public Works.

The Brea Police Department was established in 1921 and it, at one time, provided police services to both Brea and the City of Yorba Linda. However, in January 2013 Yorba Linda discontinued its contract with Brea and transitioned its police services through a contract with the Orange County Sheriff's Department. This change resulted in the loss of sworn police officers as well as several civilian employees that provided critical support roles in the Brea Police Department.

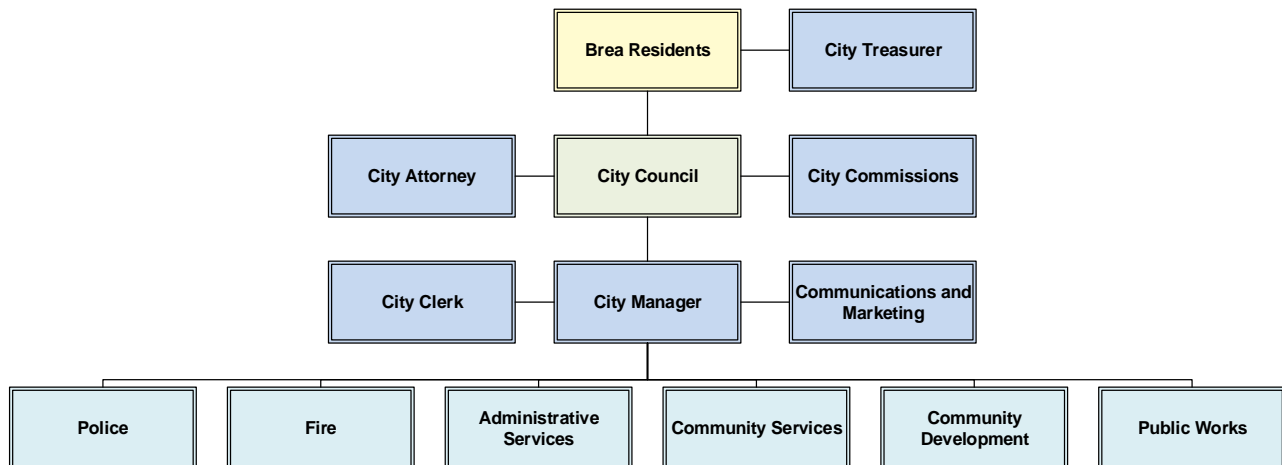
Today, the Brea Police Department employs 109 full- and part-time employees, including 61 sworn police officers, plus a Police Volunteers Unit and Police Explorer post. There are two divisions in the department: the Investigation Division and the Uniform Division. Additionally, certain administrative services are provided within the Office of the Chief of Police; these include Personnel and Training and Community Outreach.

The Investigation Division includes functions such as the Detective Bureau, Crime Suppression Unit, Property and Evidence and the Records Unit. The Uniform Division is comprised of the Patrol and Traffic Units

¹ Based on the California Department of Finance estimate from January 2019 (the estimate for January 2020 is not yet available)

and provides dispatch services through the Communications Dispatch Unit.

Figure 1. City of Brea Organization Chart for FY 2019-20



Project Approach

Management Partners began this project with a kickoff meeting followed by the activities discussed below.

- **Confidential interviews.** We conducted 22 confidential interviews with City Council members and key City staff.
- **Document review.** We reviewed numerous documents pertinent to this assessment including the following:
 - Calls for service (CFS) data from the City's Computer Aided Dispatch/Report Management System (CAD/RMS),
 - Police Department work schedules,
 - Employee Memoranda of Understanding (MOUs),
 - Deployment of beats and beat geography,
 - Response times,
 - Part 1 crime reports,
 - Other workload indicators, and
 - Budgets and other financial documents.
- **Focus groups and roundtable discussions.** We facilitated three focus groups and two roundtable discussions. A total of 43 employees participated in these sessions.
- **Workload analysis.** Management Partners conducted a data-based analysis of the department's workload to determine

recommended staffing levels. We also analyzed staffing using other methods as a comparison and to illustrate the advantages of the workload-based method.

- **Peer agency comparison.** We surveyed and compiled data from five comparable police departments to provide context for our analysis of the Brea Police Department. We analyzed numerous data points as well as best practices. This peer survey is summarized in the body of this report, and a complete compilation of the results is included in a separate deliverable.

Table 1. Peer City Demographic Statistics

City	County	Total Population (January 1, 2018) ¹	Median Household Income ¹	Square Miles ¹	Total General Fund Expenditures ²	Total City FTE
Brea	Orange	44,539	\$85,555	12.078	\$57,738,363	367
Claremont	Los Angeles	36,446	\$94,005	13.348	\$27,161,398	161
Cypress	Orange	49,978	\$84,469	6.581	\$29,596,181	163 ³
Fountain Valley	Orange	56,920	\$84,763	9.018	\$52,461,897	229
Monrovia	Los Angeles	38,787	\$67,167	13.605	\$42,140,156	250
Placentia	Orange	52,755	\$80,668	6.568	\$37,219,700	226

¹Source: California Department of Finance

²Source: FY 2019-20 City Budgets

³Includes full- and part-time Recreation and Park District employees

Interview and Focus Group Themes

Interview Themes

Management Partners conducted interviews with 22 individuals between August 1 and 31, 2019. All the interviews were confidential and were conducted one-on-one in a private conference room or office. The individuals we interviewed were forthcoming, provided candid feedback and offered suggestions for improving the department, including suggestions related to staffing. Follow-up discussions with individuals were conducted as necessary to obtain additional information or ensure we fully understood various aspects of the department's staffing and operations. Table 2 contains a list of the positions interviewed.

Table 2. Positions Included in Individual Interviews

List of Positions Interviewed	
Mayor, Mayor Pro Tem and Councilmembers (5)	City Manager
Police Chief	Captain (2)
Lieutenant (5)	Community Development/Public Works key staff (3)
Administrative Services Director	Assistant City Manager
Communications Supervisor	Records Supervisor
Sergeant ¹	

¹ Due to scheduling, one sergeant participated in an interview, and the remainder of the sergeants participated in focus groups.

During the interview process, four central themes emerged, which are summarized below. It is important to note that Management Partners includes these themes to represent what we heard from interviewees. However, this does not imply that we either agree or disagree with the comments.

- ***Community relations are effective, but concerns exist about capacity to handle workload from new development.*** Overall, the Police Department has a good relationship with the community and makes a deliberate effort to foster that relationship. Community members expect a high level of service and very quick responses, which the department currently provides.

The department is acutely focused on planning for future community needs and challenges related to projected growth in the City. However, there is concern about the capacity to handle this additional growth given the workload associated with a larger population. Employees are concerned this will make it difficult to continue the high level of service the community expects.

- ***Leadership and culture are effective.*** Police Department leaders are supportive and provide clear direction and thus, the department has a positive overall culture, and morale is good. However, we observed undertones of resentment and negativity from employees surrounding the end of the contract with Yorba Linda. We also believe there are opportunities to improve communication internally as well as with the community. In particular, there are opportunities to help educate the community and set reasonable expectations for service levels and response times.

Interviewees expressed an interest in leadership development and training, especially with upcoming retirements. Civilian employees also conveyed a desire for more development and cross-training opportunities.

- ***Staffing balance needs consideration.*** Employees expressed concerns in focus groups, and in one of the roundtable discussions, about the number of management positions in the organization since the end of the Yorba Linda contract several years ago. More specifically, we heard that there may be more lieutenant positions than necessary, i.e., the department has the same number of lieutenants as during the contract with Yorba Linda.

Additionally, employees noted concerns about traffic congestion and its potential for impacting the department's workload due to increasing traffic problems in Brea. They also expressed concern that future development projects could worsen these traffic problems.

- ***Use of technology could be improved.*** During interviews and focus groups, we heard interest in expanding the use of social media. Employees remarked on the need to increase the use of technology for recruitment purposes and to enhance communication with and set expectations for the community.

Focus Group Themes

To capture additional feedback and context, Management Partners also facilitated three focus groups designed to elicit comments about strengths, needs and opportunities in the Police Department. Focus groups are valuable because they allow for input that arises through dialogue among participants, which provides insight into employees' perspectives and their suggestions for improvement. All three focus group sessions were conducted on September 11, 2019.

One focus group was comprised of the department's civilian staff and included 13 individuals²; the second focus group included 15 sworn police officers³ and the third consisted of department supervisors⁴, which included 8 sergeants and 2 civilian supervisors. The focus group sessions were 90 minutes long. The sessions were confidential and were organized to encourage dialogue among the participants.

Many of the focus group themes reflected the same concerns heard during the interviews. The additional themes from the focus groups are summarized below. As noted previously, listing these themes does not imply that we either agree or disagree with the comments.

- ***The patrol schedule constrains teamwork.*** Patrol officers explained that sergeants are often evaluating staff they only work with once a week due to the schedule. This potentially impacts the evaluation of officer performance. Additionally, there were concerns that this infrequent interaction does not foster a strong sense of team or help mentor and develop officers.
- ***Delays in filling vacant positions affects service to the community.*** Concern was expressed that the current process for approving the filling of non-sworn vacancies by the City's Vacancy Review Board (VRB) does not consider how duties will be absorbed if the board decides to leave positions vacant [for clarification, Management Partners notes that VRB review is not required for sworn vacancies]. Because of the nature of the work a police department performs, focus

² To ensure representation and avoid selection bias, Management Partners used a random list generator to identify which staff were invited to participate.

³ To ensure representation and avoid selection bias, Management Partners used a random list generator to identify which officers were invited to participate.

⁴ All sergeants and civilian supervisors were invited to participate.

group participants believe an exception should be made for filling all positions in the department.

- *Consistency of communication could be improved.* Employees said that vertical (or top-down) communication is sometimes inconsistent by the time it reaches line staff. There were also concerns that information sometimes does not reach the right people. Additional effort to improve communication consistency and reach are necessary.

Input from Brea Police Association

The City of Brea, and the Police Department more specifically, is dedicated to partnering with the Brea Police Association (BPA) to foster a unity of purpose, excellent communication and a commitment to work together to advance the community and department interests. For these reasons, the City and Police Department emphasized the importance of collaborating with the BPA to ensure their views and ideas were considered in our work.

Accordingly, Management Partners convened a roundtable discussion on September 12, 2019 with the Association's executive board members to discuss the departments' staffing needs, organization and opportunities. Four important themes emerged from this roundtable meeting, as summarized below. However, this does not imply that we either agree or disagree with the comments.

- ***The relationship with the community is strong.*** The BPA executive board members believe the department is successful in its community engagement through social media, the Citizen's Academy, as well as the successful volunteer program.
- ***Teamwork could be improved through revised scheduling.*** As noted by focus group participants, a stronger sense of team is desired by patrol personnel. During the roundtable, BPA members added that supervisory consistency needs to be improved. Board members also said the current practice of having sergeants start and finish an hour earlier than officers should be reviewed.
- ***Communication and other technology need improvement.*** Concern was expressed that the Brea Police Department is lagging behind in technology. Additionally, comments were made that there is a duplication of paper and technology systems, and that the department needs to move more towards digitized forms and related efforts to eliminate redundancy.

- *Police Department's internal personnel processes are slow and there are concerns about some practices.* Board members are concerned the part-time vacancy in the personnel section of the department will not be filled, which will negatively impact the speed of processing new hires. There is also a lack of trust in the promotional process for sergeants, in particular the portion termed the "roundtable."

Comments about department's cadet program indicated it is not as effective as it could be in providing a pipeline for new police officer candidates. Board members said there is a belief in the department that cadets are not being adequately prepared and there is not a faster pathway to becoming an officer.

Staffing and Workload

Police departments in most cities are undergoing change. The Brea Police Department has identified key challenges it will face in the future. These include:

- A need to determine appropriate staffing given projected housing and commercial development and the subsequent population growth,
- Advancing and using technology to improve efficiency and outcomes,
- An emphasis on succession planning and developing the next generation of leaders, and
- Recruiting committed officers and civilians to fill positions.

Current Staffing Structure

As mentioned previously, the Police Department is currently divided into two divisions, each led by a police captain. These divisions are described below.

Uniform Division

The Uniform Division is responsible for all uniformed field services including the Patrol and Traffic units as well as the Communications Dispatch unit.

Patrol. The Patrol Unit has 4 lieutenants, 5 sergeants, 4 corporals and 19 police officers, including K-9. Officers are supported by 3 full-time police services officers (PSOs), four part-time police cadets, and 1.8 full-time-equivalent (FTE) jailors. It also includes the Police Explorer and Volunteer Programs.

Traffic. The Traffic Unit consists of one sergeant, one motor corporal, three motor officers, one police officer who is responsible for commercial enforcement and two part-time parking control officers.

Communications. The Communications Dispatch Unit is comprised of a communications supervisor, 3 senior public safety dispatchers and 10

full- and part time public safety dispatchers. Patrol operates on a 24/7 basis using a 3-12⁵ schedule.

Investigation Division

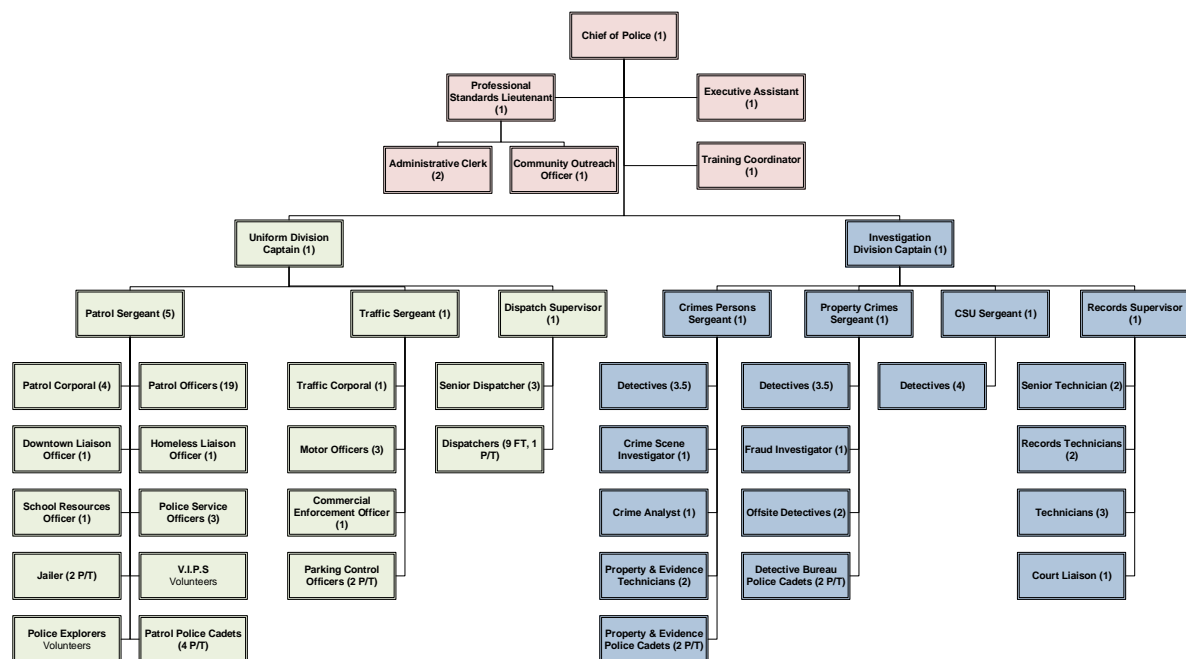
The Investigation Division is responsible for all investigative services and police records. Investigation is comprised of 3 sergeants and 13 detectives (2 of which are assigned to task forces) 2 property and evidence technicians, 1 crime scene investigator and 1 police services officer (PSO). The Police Records Unit has 1 records supervisor, a senior police records technician and 4.75 FTE (full- and part-time) police records clerks/technicians. The crime analyst and four part-time police cadets are also assigned to this division.

Office of the Chief of Police

Under the direction of the chief, this office includes various administrative functions such as professional standards, community outreach, and personnel/training. These functional areas are staffed by a lieutenant, community outreach officer, executive assistant, training coordinator and two administrative clerks.

Figure 2 shows the current organization chart for the Police Department.

Figure 2. Current Police Department Organization Chart



⁵ The 3-12 schedule involves employees working a 12-hour shift, 3 days a week.

Workload and Staffing

Management Partners conducted a detailed analysis of the Police Department's workload to determine whether staffing levels are adequate to meet call for service (CFS) demands in Brea. Analyzing workload is considered a highly reliable way of assessing police staffing because it is rooted in the department's core work. However, before we delve into the workload analysis it is important to understand the constraints posed by the data that were available.

Challenges with the Data

Although many aspects of Computer Aided Dispatch (CAD) data provide enlightening insights into public safety activity, there are also challenges inherent in such an analysis for any police department. In the case of the Brea Police Department, there are two fundamental challenges with the CAD data as summarized below.

1. ***CAD data are limited.*** The current CAD system was implemented in February 2018. Therefore, the first full year of data available for this analysis was from 2019. It is generally not possible to compare the data series from the previous CAD system because of differences in the database design and protocols for how information was reported and entered into the system. In fact, Management Partners believes that comparing data from two separate CAD systems would be less reliable than using a shorter data series from the current system.

Ideally, a workload analysis would be based on a five-year trend in the CFS data. This longer data series would more clearly reflect patterns and would improve the accuracy of workload estimates. However, this was not possible due to the change in CAD systems.

While this challenge presents some risks, it is not unusual given the evolution of CAD/RMS technology. Our experience is that many police agencies have similarly updated their CAD/RMS technology and faced the same issues. Moreover, as the Brea Police Department continues to develop its CAD data and dashboard reports, the activity patterns can be fine-tuned and the workload calculations corrected, if necessary. In summary, while Management Partners would have preferred to have a longer data series, this did not impede our analysis or erode our confidence in the data.

2. ***Administrative time has been underreported.*** A short review of patrol officer history indicated that administrative time was being significantly underreported. Of particular concern was the lack of

report-writing time in the current history. To correct for this, Management Partners worked with the department to use a combination of workload sampling during the 2018 calendar year and data adjustments based on the ratio of report-writing time, to time spent on calls for service for the month of October 2019.

The City has a historical reporting application connected to the CAD database. The department will, over time, be able to produce more illustrative reports on workload related to administrative activities as officers report periods when they are unavailable (the department had a previous practice of not reporting this information). Accurate and complete reporting of all activities is key to ensuring the department will have sufficient data to monitor staffing levels going forward.

Recommendation 1. Develop policies and procedures to ensure that all activity for field units is accurately tracked.

Two Approaches to Analyze Staffing

We used two approaches to analyze staffing, as summarized below. One method is based on workload data for individual officers and the other is based on the percentages of how major tasks in the department are distributed.

1. ***Workload-Based Staffing Allocation.*** Management Partners' review of the department's workload was guided primarily by a methodology developed by the International City/County Management Association's (ICMA) Center for Public Safety Management (the ICMA Study)⁶.

The ICMA study is derived from a cross-section analysis of 62 police departments in 26 states. These departments represented cities with populations from 6,000 to over 800,000 (with a mean population of 67,746). The researchers analyzed detailed workload data from these departments to develop staffing and operational norms. One of the key goals of this method is to use data from the departments to identify the percentage of time police officers are focused on handling calls for service and related workload tasks.

⁶ *An Analysis of Police Department Staffing: How Many Officers Do You Really Need?* McCabe, James, Ph.D. ICMA Center for Public Safety Management.

The CFS and other workload factors are grouped into the three categories outlined below.

- ***Community Calls for Service Activity.*** This represents all requests for service generated by the public assigned to patrol personnel for initial or final resolution. These activities are the baseline for calculating police response time, and they are one of the primary ways police departments deliver customer-facing services.
- ***Self-Initiated Activity.*** This represents incidents observed and resolved by patrol personnel, such as traffic enforcement, investigating suspicious persons, security checks and other activities. These are critical services in police departments' efforts to prevent crime through proactive efforts.
- ***Administrative Activity.*** This activity is comprised of the miscellaneous tasks required to maintain organizational or employee functions. It includes meetings, briefings, vehicle checks, evidence-logging, breaks, and training. This is vital to effective operations and it is important to consider administrative activities in any workload analysis.

Once the workload data in the three categories have been compiled, the ICMA study applies a three-part "Rule of 60" for assessing police staffing levels. The Rule of 60 provides guidance for police staffing and operations based on data from the 62 cities in the ICMA Study. The three parts of the Rule of 60 are discussed below.

Part One: Percent of Sworn Positions in Patrol

The ICMA Study found that the patrol function should constitute approximately 60% of a department's sworn force. ICMA researchers determined that the average percentage of patrol staffing in the 62 cities comprised 66.1%.

Management Partners' experience is that police departments in California have traditionally been more effective at "civilianization," which is the practice of using civilian employees (who are generally less expensive) for functions that do not require peace officer skills and legal authority. Doing so allows sworn officers to concentrate on other functional areas. It also reduces the percentage of the total sworn police department workforce and tends to increase the percentage of sworn officers in patrol functions.

Summary

Our analysis showed that the Brea Police Department is close to this guideline, with 59% of the sworn force assigned to patrol functions. We note that the Crime Suppression Unit (CSU) may be interpreted as serving a patrol function; however, with the directed nature of its operations the team is less capable of responding to calls for service and thus, was not included in the calculation. The analysis showed that 36 of 61 sworn positions in Brea (59%) are assigned to pure patrol functions including traffic officers, supervisors, and management positions. Consequently, we concluded that the department's percentage of patrol staffing is appropriate.

Part Two: Percent of Time Handling Calls for Service

The ICMA Study concluded that no more than 60% of patrol officers' total time should be spent handling the workload (i.e., the three categories described above). This metric was developed after analyzing data from the 62 cities and finding that the workload percentages of patrol officers ranged from 26.6% to 31.8%, depending on whether the CFS data were from winter or summer, or weekdays or weekends.

Further, the ICMA Study found that the patrol workload in the busiest of these cities never exceeded 60%. The study concluded that this is the "saturation threshold" where officers cease proactive police work and instead revert to a reactionary style of policing.

It is important to understand that 60% is not the optimum but the point beyond which officers are saturated by the workload. In other words, this is the threshold at which the officer's "mindset moves from a proactive approach in which he or she looks for ways to deal with crime and quality-of-life conditions in the community to a mindset [of preparing] for the next CFS⁷."

Summary

Our analysis of the Brea Police Department's data found that patrol workload is appropriate for the night shift at 43.7% overall. However, the day shift is operating at 65.3% overall, which is beyond the saturation threshold.

⁷ *An Analysis of Police Department Staffing: How many officers do you really need?* McCabe, James, Ph.D. ICMA Center for Public Safety Management.

Part Three: Amount of Time Spent on Each Call for Service

After a detailed review of workload data from the 62 cities, the ICMA Study concluded that the average time spent on a call for service should not exceed 60 minutes on average.

Summary

In 2018, the Brea Police Department handled 30,306 calls for service (public- and officer-initiated) with an approximate average of 29 minutes each. Our experience is that the average time spent per call is highly variable by community and by the types of calls for service handled by officers. However, under any scenario, the Brea Police Department falls squarely within the norm. As a general practice, we look for excessively high periods of time spent on calls for service, which might be an indicator of inefficiencies in internal procedures or training. Of course, these types of inefficiencies can also affect the need for additional patrol officers to handle the department's workload. We see none of these indications of inefficiency in Brea.

2. **Task Distribution Staffing Allocation.** We used a second methodology to corroborate the results of the ICMA methods described above. The second method is based on an earlier, less fine-grained approach developed by the International Association of Chiefs of Police (IACP). It analyzes the distribution of patrol officer hours in three categories. This concept is based on maintaining a balance in the distribution of major tasks (i.e., the percentage of hours devoted to three categories of tasks).

While the IACP approach is an older method to examine staffing, it is based on similar data to that used in the ICMA Study. However, the IACP method sorts and compares the data in a different manner than the ICMA approach. In broad terms, the IACP method suggests that total patrol hours should be split equally among three task categories, though higher percentages in the preventive patrol category should not be discouraged because this represents a department's efforts to prevent crime. These task categories are summarized below.

- **Community Calls for Service.** This represents time spent handling calls for service from the public.
- **Administrative Time.** This is the time spent for meetings, breaks and other employee needs, equipment checkout and failures, report writing, and evidence handling.

- **Preventive Patrol.** This is an effort to maximize police presence and related self-initiated activity by officers to provide a police presence as a deterrent.

As noted earlier, a key distinction of the IACP approach is its focus on preventive patrol, which emphasizes proactive solutions and active engagement with the community. We found this to be congruent with Brea's commitment to building partnerships in the community and a philosophy of community-oriented policing. Also, maintaining this flexibility in the patrol force helps to bolster emergency response times and allows patrol officers to use the department's crime analysis to interdict criminal activity.

Table 3 shows the time spent in the three task categories in Brea as defined by the IACP task distribution staffing approach.

Table 3. Brea's Task Distribution Staffing Allocation, in Percentages

Day Shift			Night Shift		
Calls for Service	Administration	Preventive Patrol	Calls for Service	Administration	Preventive Patrol
43.3%	20.6%	36.1%	33.2%	17.9%	49.0%

Summary

Management Partners examined staffing in the Brea Police Department based on the ICMA methodology and then validated the conclusions of this analysis using the older IACP workload-based approach. Based on the ICMA method we found the following:

- The ICMA Rule of 60 approach indicates workload is appropriate to the staff assigned on the night shift at 43.7%. This is below the saturation threshold of 60%.
- On the other hand, the day shift is operating at 65.3%, which is above the saturation threshold. This is an indication that more police resources are necessary for this shift.

Our analysis showed that the IACP approach corroborated the ICMA findings, i.e., that calls for service during the day shift are somewhat out of balance (43.3%) when compared with the administration and preventive patrol categories. Ideally, the percentage of time in the preventive patrol category during the day shift should be higher than 36.1%. Adjusting staffing levels would address this.

There is also an imbalance in the night shift toward preventive patrol, i.e., 49% of night shift hours were focused on preventive patrol. But as suggested previously, where there is an imbalance, the IACP method favors it being in the preventive patrol category because it is an indication of a department being proactive in averting criminal activity. For these reasons, this imbalance on the night shift is not seen as problematic.

Calls for Service by Hour

It is important for the organization to have patrol resources available during all times of the day to deal with calls for service as well as proactive enforcement and community policing. To determine the most efficient utilization of these resources, we analyzed the hourly calls for service for an entire year. Table 4 provides a breakdown of these calls by hour of the day.

Table 4. Calls for Service by Hour in 2018

Time of Day (24 Hour Clock)	Non-Sworn Calls	Sworn Calls	Total Calls	Percent
00	13	889	902	3.0%
01	10	751	761	2.5%
02	15	630	645	2.1%
03	9	514	523	1.7%
04	5	465	470	1.6%
05	5	595	600	2.0%
06	10	614	624	2.1%
07	72	1,017	1,089	3.6%
08	209	1,291	1,500	4.9%
09	231	1,210	1,441	4.8%
10	266	1,328	1,594	5.3%
11	295	1,285	1,580	5.2%
12	307	1,334	1,641	5.4%
13	341	1,397	1,738	5.7%
14	348	1,385	1,733	5.7%
15	354	1,397	1,751	5.8%
16	350	1,408	1,758	5.8%
17	309	1,375	1,684	5.6%
18	190	1,277	1,467	4.8%
19	163	1,446	1,609	5.3%
20	106	1,365	1,471	4.9%

Time of Day (24 Hour Clock)	Non-Sworn Calls	Sworn Calls	Total Calls	Percent
21	62	1,282	1,344	4.4%
22	37	1,257	1,294	4.3%
23	23	1,064	1,087	3.6%
TOTAL	3,730	26,576	30,306	100%

As the 2018 activity above shows, the busiest period for the Brea Police Department is between 10 a.m. and 10 p.m. Given the higher workload distribution experienced by the day shift and early in the night shift, the City should add an overlap shift.

The pattern of low activity in the early morning hours means that adding additional staff to the night shift would be of no value, especially since there is already ample time for preventive patrol on that shift. However, adding officers to an overlap shift to assist with the increased activity in the midday and evening hours would help improve the workload distribution to allow sufficient unallocated time for preventive patrol and community engagement.

Additionally, we note there are currently two police officer vacancies in patrol and one in the Detective Bureau, which will be discussed later in this report⁸. But our analysis showed that filling these vacancies will be adequate to address the current workload demands in patrol and the future demands in the Detective Bureau related to population growth, which is discussed later in this report. In other words, filling the vacant positions in patrol will reduce the saturation level to less than 60% and increase the percentage of time devoted to preventive patrol during the day shift.

We understand the challenges in filling vacancies in police departments given the complexity of the recruitment, testing, background and training processes. In fact, to minimize the impact of police officer vacancies, the department is constantly evaluating where to hold those vacancies to minimize disruption in overall service delivery. For example, the department might redeploy an officer from patrol to temporarily fill a vacancy in another area of the department to ensure other vital department functions are adequately staffed.

⁸ This vacancy information is based on data available at the time of the analysis.

However, the department also maintains a minimum staffing number in patrol and, when necessary, utilizes overtime to meet these patrol staffing needs. Further, our review showed that the department has tools to manage around staffing fluctuations and contingencies. In fact, exercising this type of flexibility is a best practice because staffing, attrition and scheduling in a law enforcement agency requires frequent fine-tuning.

Of course, filling the vacancies in patrol is essential to ensure the department has the resources to handle its workload demands as discussed previously in this report. But filling these positions should be implemented through a recruitment, rather than reassigning officers to patrol from other functional areas of the department. This will avoid creating gaps in other critical service areas. Fortunately, our understanding is that the department has a recruitment under way now.

Recommendation 2. Complete the recruitment and fill the current vacancies for 2.0 FTE police officers in patrol.

Recommendation 3. Establish an overlap shift to allow coverage for the busy periods spanning the day and night shifts.

Workload Growth Due to Development

Management Partners also analyzed known and expected population increases related to new development in Brea. The population increases we refer to are those associated principally with new housing units. We believe housing unit (population) growth is a good proxy to assess how non-residential development (i.e., commercial and industrial) will affect police workload. This is important because isolating the increment of police workload related to non-residential development is more speculative since the range of calls for service from non-residential properties is highly variable. Our primary concern about this variability is that it could lead to an over-estimation of required police resources.

Past Population Growth

We found that Brea's population growth has been relatively low and stable over the last several years. As Table 5 shows, the population growth for the last 10 years averaged 1.7% per year. Beyond the stability of population growth, this factor is important because it is expected to continue in addition to the increase in population estimated from upcoming development projects.

Table 5. Brea Population Growth from 2010 to 2019

Year	Population	Percent Change
2010	39,182	
2011	40,125	2.4%
2012	41,150	2.6%
2013	41,770	1.5%
2014	42,625	2.0%
2015	43,414	1.9%
2016	43,821	0.9%
2017	44,468	1.5%
2018	44,539	0.2%
2019	45,606	2.4%
AVERAGE		1.7%

Source: California Department of Finance

New Development Forecast

Management Partners worked with Brea’s Community Development Department to compile information about existing and future projects planned in the City. We reviewed projects and forecast the potential population growth based on Brea’s historic housing unit density of 2.81 persons per household, except where a different metric was warranted.

We also reviewed the City’s Housing Element, which identifies potential housing sites, to ensure the list of potential projects is comprehensive. Finally, we worked with City staff to determine the relative timing of the various projects. We differentiated projects by their short-, mid- or long-term implementation based on their stage in the entitlement process or in the issuance of permits. Lastly, we reviewed the housing growth trends in the Orange County Projections⁹ to understand growth in Brea relative to growth occurring throughout Orange County.

As Tables 6, 7 and 8 show, Brea’s population is expected to grow by as much as 11,641 people (a 25.5% increase) in the coming years. While this new development is projected to occur over time, our analysis concluded that most (63.8%) of the additional people from these projects will reside

⁹ Orange County Projections is a publication of the Center for Demographic Research at Cal State Fullerton, which is a clearinghouse for demographic research for Orange County cities.

in Brea by 2024. In other words, our review suggests Brea's population will grow by 7,425 persons (a 16.3% increase from today) within the next four years.

Table 6. New Development Projects Anticipated in Short-Term¹

Police Beat ²	Project Description	Number of New Residential Units	Estimated Population Increase ³	Comments
Central	Brea Mall modifications with residential	312	877	Occupancy expected second quarter of 2022
Central	Brea Plaza	250	832 ⁴	Application recently submitted; ten percent of these units are proposed as co-living units, which could have occupancies of eight persons per unit, and occupancies are expected in second quarter of 2022
Central	Hines/Avalon Bay	653	1,835	425 units plus 146-room hotel in Phase II; 228 units in Phase III; occupancies expected in first quarter of 2021.
Central	Brandywine assisted living/memory care	85	170 ⁵	Occupancy expected fourth quarter of 2021
South	Mercury Lane residential	114	320	Occupancies are expected in first quarter of 2022
East	Pacific Highlands	24	67	Occupancy expected fourth quarter of 2024
East	Former Brea Olinda School Site	1	3	Perez Family horse ranch; occupancy expected in first quarter of 2021
East	Aera Energy Brea 265 (includes Southwest and Northwest Corners of Valencia/Lambert)	1,100	3,091	Environmental review underway. Occupancies expected by second quarter of 2022 to second quarter of 2024
West	Central Park Village	82	230	Three different projects, two of which are completed; 82 units remain and occupancy for these units is expected in the fourth quarter of 2020

Police Beat ²	Project Description	Number of New Residential Units	Estimated Population Increase ³	Comments
TOTAL		2,713	7,425	

¹We use short-term in this context to mean within the next four years.

²A map illustrating Brea's four police beats is provided in Figure 3.

³Except where noted, population was estimated based on Brea's historical population trends which indicate a housing unit density of 2.81 persons per household. This factor is consistent with data provided by the Center for Demographic Research at Cal State Fullerton, as well as California Department of Finance statistics.

⁴Population for this project was calculated based on 225 units at 2.81 persons per household, and 25 units with a maximum of 8.0 persons per household.

⁵These units will have a lower population per household, but this reduction will be partially offset by 24-hour care and facility staff which will have the effect of adding population. Consequently, a 2.0 population per household factor was used.

We understand City staff is also watching two other potential development projects that may be submitted in the future, as shown in Table 7. However, the timing, density and other details of these projects are not known. So, the statistics shown below are maximum development projections based on our understanding of the early discussions that have occurred between landowners and City staff.

Table 7. Potential Development Projects in Mid-Term¹

Police Beat	Project Description	Number of New Residential Units	Estimated Population Increase	Comments
South	The Village (six-acre site on North Berry Street)	900	2,529	No application pending, though City staff believe this could (if approved) result in occupancies as early as 2025
Central	Macy's residential at Brea Mall	455	1,279	No application pending, though City staff believe this could (if approved) result in occupancies as early as 2025
TOTAL		1,355	3,808	

¹ We use mid-term in this context to mean within five to seven years.

Table 8 identifies another potential development project in the Carbon Canyon area. Though the City's Housing Element identifies this as a potential housing site, the timing and details for such a project are speculative at this point based on our discussions with City staff. For these reasons, we do not see this project impacting police workload for the foreseeable future, but it is included to ensure comprehensiveness and also because it is listed as a potential housing site in the Housing Element. Further, given the location of this property, a new development

project here could require further adjustments to the police beats because it would increase the concentration of CFS in the City's eastern reaches.

Table 8. Potential Developments Projects in the Long-Term¹

Police Beat ¹	Project Description	Number of New Residential Units	Estimated Population Increase ³	Comments
East	Carbon Canyon (Housing Element site)	145	408	No application pending, and staff has received no development inquiries
TOTAL		145	408	

¹ We use long-term in this context to mean eight or more years in the future.

Table 9 provides a summary of the anticipated/potential population growth in the short-, mid- and long-term timeframes. This shows that most of the added workload is expected during the early portion of the development timeframes.

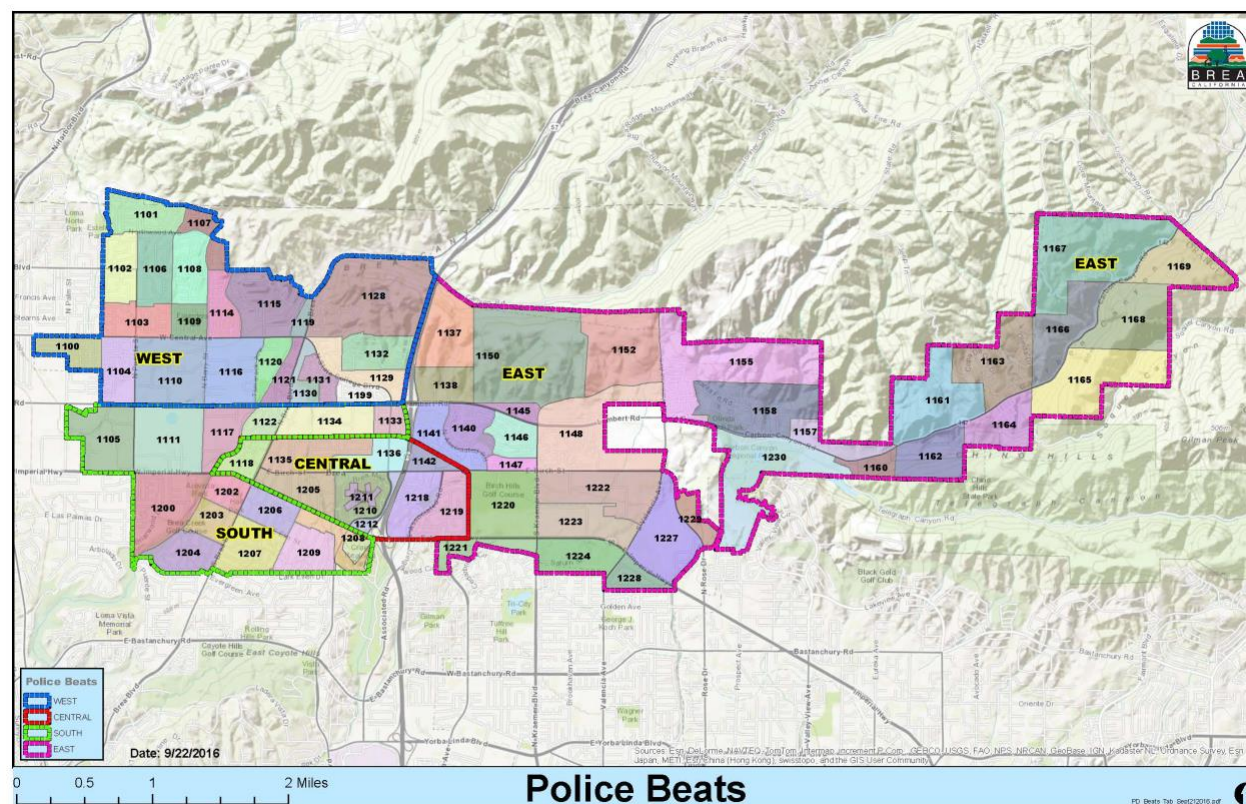
Table 9. Population Increases by Timeframe

Development Timeframe Assumptions		Population Increase	Percent
Short-term	1 to 4 years	7,425	63.8%
Mid-term	5 to 7 years	3,808	32.7%
Long-term	8+ years	408	3.5%
TOTAL		11,641	100.0%

Growth in Police Beats

Patrol services provided by the Brea Police Department are organized and deployed in four geographic areas or beats as illustrated in Figure 3.

Figure 3. Police Beats in Brea in 2020



Since new development in Brea will be located in various parts of the community, Table 10 shows the distribution of the anticipated population growth by police beat. We expected to see substantial increases in the central beat (which covers the area in Brea known as the “core”), however, the projections also show significant increases in the south and east beats. This is especially important in the east beat given its broad east-to-west geography. In fact, we believe growth in the east beat may warrant changes to both staffing and to the beat structure or geography. For example, the department may need to establish a fifth beat or redraw the current beat boundaries when development in these areas is completed.

Table 10. Population Increases by Police Beat

Population Growth by Police Beat		Percent of Population Growth	Total Current Population by Beat	Percent Increase by Beat
Central	4,993	42.9%	4,727	105.6%
West	230	2.0%	13,981	1.7%

Population Growth by Police Beat		Percent of Population Growth	Total Current Population by Beat	Percent Increase by Beat
South	2,849	24.5%	9,830	29.0%
East	3,569	30.7%	11,895	30.0%
TOTAL	11,641	100.0%	40,433¹	

¹This total is based on Census data from the City's GIS, which explains the difference between it and the more recent California Department of Finance population estimate used in this report.

Focused Review of New Hotels

Police Department leaders asked Management Partners to examine the potential for cumulative impacts to the department's workload posed by new hotels constructed in Brea.

Three new hotels are proposed which would add a total of 426 rooms (a 150-room project proposed for Brea Plaza, a 130-room project proposed for the Downtown, and a 146-room hotel proposed in the Brea Place project located near the intersection of St. College Boulevard and Birch Street). Our understanding is that these hotels will serve the mid-range/business hotel market with a range of average daily rates (ADR) that are commensurate with other key hotels in Brea.

To understand the range of impacts on police services posed by different types of lodging properties, Management Partners obtained CFS data for four existing hotels/inns in Brea as shown in Table 11. These illustrate a range of lodging types with varying ADR. This was important to ensure our comparison did not focus only on hotels that tend to have a lower CFS demand, such as the Embassy Suites or Chase Suites properties. In other words, our analysis was based on a broader sample in order to provide a more conservative estimate of the expected CFS from the three proposed hotels.

Table 11. Existing Hotels and Calls for Service in 2019

Name	Number of Rooms	Average Annual CFS from 2017 to 2019	Average Annual CFS per Room
Embassy Suites	228	123	0.54
Hyland Inn	26	42	1.62
Chase Suites	88	27	0.31
Extended Stay	132	227	1.72
TOTAL	474	419	0.88

Source: Brea Community Development Department

Management Partners' review of three years of data for the existing hotels found that the annual CFS ranged from 0.31 to 1.72 calls per room, or an average of 0.88 CFS per room each year.

This analysis gave us a basis for estimating the impact of the new hotel rooms in terms of CFS and their potential for requiring additional police resources. We believe it is reasonable to expect the new hotels to generate a CFS demand that is at or below the average CFS from the existing hotels. Accordingly, the three new hotels (with an aggregate of 426 rooms) are estimated to generate 375 calls for service each year.

Based on our workload analysis, this annual demand would require an additional 0.31 FTE¹⁰ of a police officer. Since this added workload requires only a fraction of an FTE, we believe our overall staffing recommendations which are discussed below will be sufficient to accommodate the CFS from the new hotels. Of course, the department should continue to monitor the CFS as the new hotels become operational to ensure the actual workload does not substantially vary from the estimates.

Patrol Workload Analysis for New Development

Management Partners' primary focus in this engagement was to examine police staffing relative to the department's workload. This analysis considered the current workload as measured by CFS, plus the additional workload anticipated as a result of new development.

Given the stability of the historical population growth in Brea, and the correlation between CFS and population, we were not surprised to find that per capita¹¹ growth in CFS also increased at a stable pace (2.8%) over the last five years (between 2014 and 2018). The stability of these growth trends provides a good foundation for understanding how future growth is likely to affect the department's workload.

Our review of the data showed there was an average of 17,595 calls initiated by the public and another 9,958 officer-initiated calls each year during the evaluation period. This corresponds to an annual rate of 0.61 (public- and officer-initiated) calls per capita.

Of course, Management Partners' analysis is based on maintaining current service levels. In broad terms, it showed the 23 FTE police

¹⁰ The workload data showed that Brea police officers handle an average of 1,204 CFS per year. Therefore, the additional 375 calls expected from the new hotels would require .31 FTE of a police officer.

¹¹ The per capita total represents the total number of calls for service divided by the population.

officers assigned to patrol each respond to an average of 1,204 CFS per year.

Based on the anticipated increase in population and the corresponding growth in calls for service, Management Partners' review shows that a total of 8.00 FTE patrol officers will be necessary given the new development in Brea. These new officers should be phased in over time to correspond with the anticipated population increases.

Recommendation 4. Add 3.0 FTE police officers to patrol, who should be in service by June 2022.

Recommendation 5. Add 2.0 FTE police officers to patrol, who should be in service by June 2024.

Recommendation 6. Add 3.0 FTE police officers to patrol should the "mid-term" projects be constructed.

Recruitment Process

As noted above, the new police officers should be added incrementally as the need occurs. However, this will require the City to begin the recruitment process early to fill these positions so the new police officers will be in service when the occupancies of new housing units occur. For example, it can take up to 18 months (from recruitment through field training) to add new police officers in service.

Consequently, the City should begin the recruitment process early to make sure the timing of the new police officers corresponds with the timing of the new occupancies. Further, the anticipated timeframes for the development projects are staggered so, staggering two separate recruitments would be appropriate. This will ensure adequate staffing yet avoid adding new officers prematurely.

Recommendation 7. Begin a recruitment for police officers (3.0 FTE) in the first quarter of 2021.

Recommendation 8. Begin a recruitment for police officers (2.0 FTE) in the first quarter of 2023.

When project details and timing for the mid-term projects shown in Table 7 are identified, we suggest the City use the same process to fill the 3.0 FTE positions that will be required i.e., begin the recruitment process 18 months prior to project occupancies.

Workload for Civilian Staff

Management Partners also reviewed the potential need for an increase in civilian staff, specifically in dispatch, due to potential increases in calls for service. The analysis of short-, mid- and long-term increases in population showed that an additional 29 calls per day to the dispatch center are projected.

Since the dispatch center currently handles 83 public-initiated calls per day, Management Partners does not believe this incremental workload increase will warrant adding more dispatch positions if staffing is maintained at the current authorized level. We also note that population growth is expected to incrementally increase the workload in the records unit, although we do not expect this to warrant adding more records staff.

Other Models for Analyzing Staffing

Various approaches have been used in the past to evaluate staffing levels for police agencies in the United States. A number of these models have fallen out of favor in contemporary law enforcement because of inherent errors or bias in the methods. The best model, though also the most complicated, is to analyze staffing levels based on detailed workload data. This is the approach Management Partners used in our analysis, as summarized in the previous section on Staffing and Workload.

While a workload-based analysis yields more accurate results, we realize that some people may still be curious about the conclusions that would result from some of the older methodologies. We address those questions in the following section and compare and contrast the data to the workload-based methodology we used.

Five Models for Evaluating Police Staffing

Cities have historically used five typical methods to determine the proper staffing of a police agency according to the white paper by James McCabe, Ph.D., from the International City/County Management Association (ICMA) Center for Public Safety Management, which was cited previously. Many of these approaches have a common-sense appeal at first and, indeed, some remain in use because of this appeal and because the analyses are relatively easy to conduct. A description and an example of these approaches are summarized below.

Workload-Based Allocation

As illustrated by the workload analysis presented earlier in this report, determining police resources based on the actual workload of the department is simple in concept but more difficult in practice because it requires compilation and analysis of complicated data points. However, this approach has become more practical given the technological advances of CAD/RMS software, which makes the detailed data sets more accessible. We will not provide an example of this approach in this section, since it would be redundant given the detailed workload analysis for the Brea Police Department presented earlier in this report.

Crime Trend Allocation

This model for evaluating police staffing uses trends in crime levels to determine proper staffing levels. It is based on the idea that more police officers equate to lower crime levels and, therefore, when crime levels increase more officers are added. However, as Professor McCabe points out, this approach is inefficient because it adds more officers when the “police are ineffective at combating crime...” Conversely, when officers are more effective at addressing crime, this model concludes fewer officers are necessary. This approach “provides incentives for poor performance and disincentives for good performance” and for these reasons it is not commonly used any longer.

The method is also impractical as a tool for determining how many police officers a community needs because of the fluctuating nature of crime rates and the substantial lag time involved in police recruitment, screening, testing, training and probation. This process can easily take 18 months, during which time the crime rates could be quite different.

As an illustration, Table 12 shows the total number of Part 1 crimes each year and the total number of sworn officers in Brea. We note the fluctuation – a 31.8% increase – in Part 1 crimes from 2014 to 2017, which was followed by an 11.2% decrease in crime in 2018.

Table 12. Part 1 Crimes per Sworn Officer

Year	Total Part 1 Crime	Sworn Officers	Part 1 Crime per Sworn Officer
2014	1,180	60	19.7
2015	1,339	61	22.0
2016	1,529	61	25.1
2017	1,555	61	25.5
2018	1,381	61	22.6

Figure 4 shows the total reported annual Part 1 crimes over time, while Figure 5 shows the number of reported crimes per sworn officer over time. The two graphs illustrate how Part 1 crime declined and then rose again, with a recent peak in 2017.

Figure 4. Part 1 Crimes Over Time

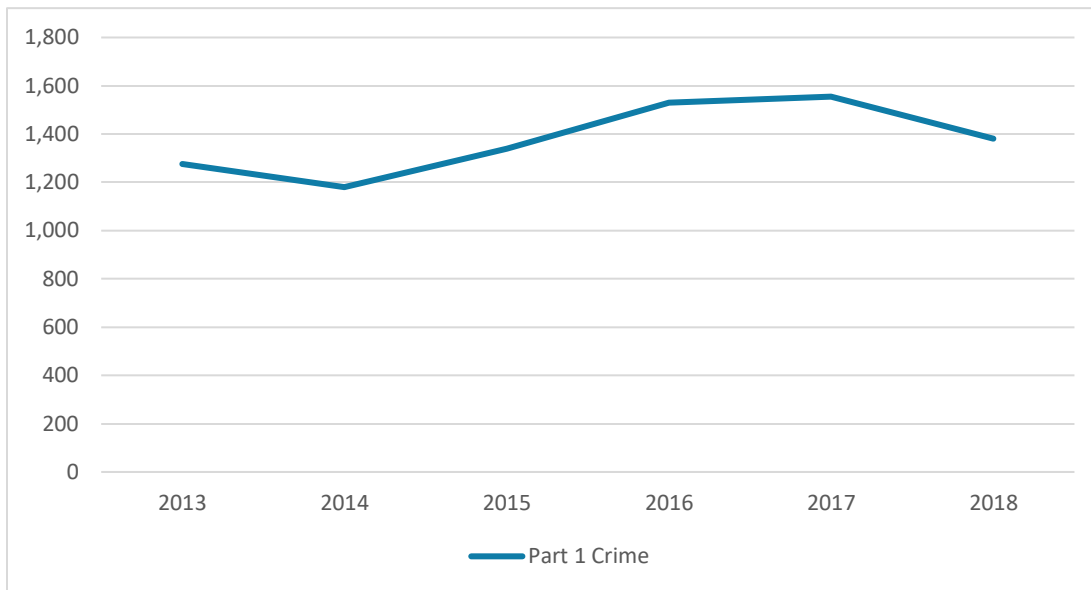
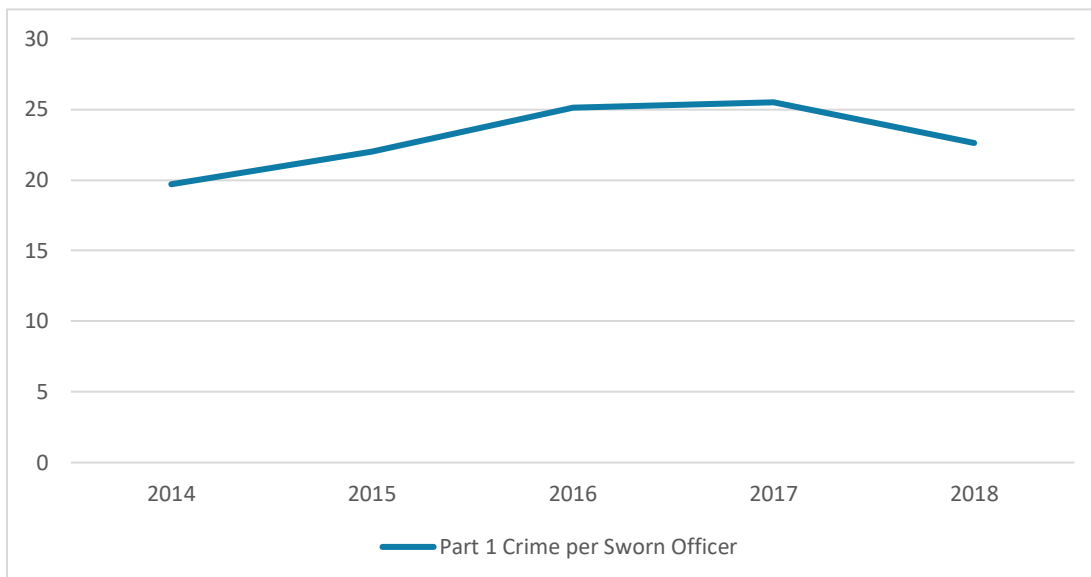


Figure 5. Crimes per Sworn Officer



Per-Capita Allocation

Analyzing police staffing based on a per-capita calculation of officer-to-population ratios is appealing because it is a simple metric. It is also easy to compare across jurisdictions. However, this approach is also inefficient because there is not a linear relationship between the number of residents in a community and the allocation of police resources without first conducting a detailed analysis of workload.

For instance, as population increases, this method would add more police even though the CFS workload or actual demand for resources may have declined. This over-staffing would be especially problematic in California given the high costs of public safety departments due to increases in pension, health care and other expenses. While the workload method we used to analyze staffing also uses population metrics to forecast the impacts of future growth, its primary focus is ensuring that sufficient officers are available to handle CFS, provide emergency response and emphasize proactive policing.

Table 13 shows the number of sworn officers relative to the Brea population over time. The number of officers per 1,000 population has decreased slightly but remained largely consistent over the past six years.

Table 13. Population and Sworn Officers Over Time

Fiscal Year	Population	Total Police Department FTEs	Sworn Officers	Sworn Officers per 1,000 Population	Total Police Department Staff per 1,000 Population
2014-15	42,625	113	60	1.41	2.65
2015-16	43,414	115	61	1.41	2.65
2016-17	43,821	110	61	1.39	2.51
2017-18	44,468	102	61	1.37	2.29
2018-19	44,539	99	61	1.37	2.22
2019-20	45,606	105	61	1.34	2.30

Authorized/Budgeted Allocation

This model is still used in some communities because it determines police staffing based on what a city can afford. It uses a city's budgeting process to determine the appropriate level of resources allocated to policing and this is often based on a review of prior year allocations rather than the true need. This approach can quickly become imbalanced if resource allocations become politicized or staffing decisions are based on arbitrary factors. Obviously, a city may *need* more police resources than it can afford but determining the real need should always be the primary goal.

Table 14 shows department expenditures as a percent of general fund expenditures and the total general fund expenditures per sworn officer over time.

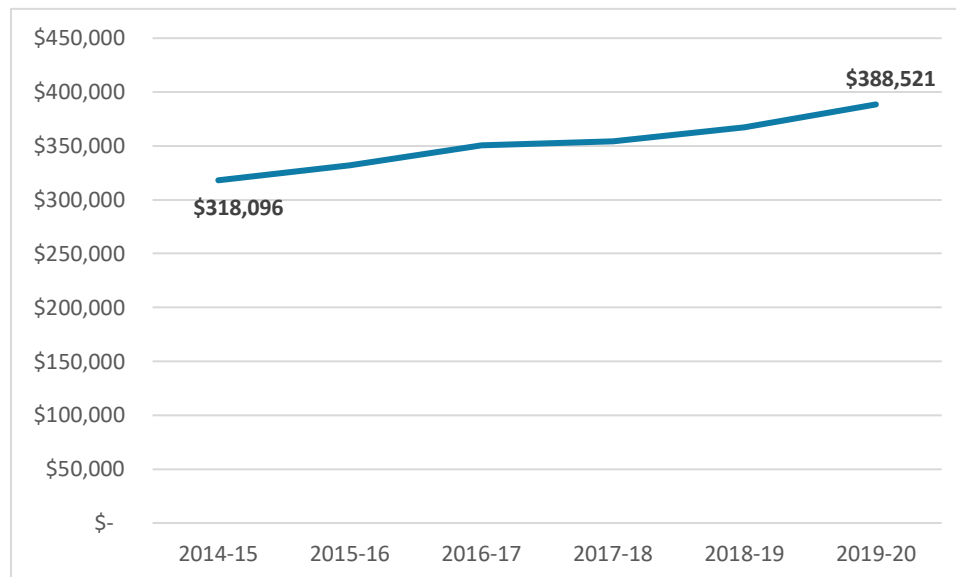
Table 14. Police Department Expenditures Over Time

Fiscal Year	Total General Fund Expenditures	Total Department Expenditures ¹	Total Department Expenditures as a Percent of General Fund Expenditures	Sworn Officers	Total Department Expenditures per Sworn Officer
2014-15	\$49,902,174	\$19,085,748	38.20%	60	\$318,096
2015-16	\$53,063,716	\$20,262,563	38.20%	61	\$332,173
2016-17	\$54,486,575	\$21,388,790	39.30%	61	\$350,636
2017-18	\$55,449,244	\$21,608,056	39.80%	61	\$354,230
2018-19	\$54,252,119	\$22,390,191	43.80%	61	\$367,052
2019-20	\$51,076,601	\$23,699,760	42.60%	61	\$388,521

¹General Fund

Figure 6 shows how department expenditures per sworn officer in Brea increased steadily since FY 2014-15. This period captures some of the changes resulting from the prior contract to provide police services to the City of Yorba Linda.

Figure 6. General Fund Expenditures per Sworn Officer



Constant “Manning” Allocation

This method imputes the allocation of police staffing based on a policy instead of an analysis of workload or other metrics. In other words, it predetermines how many staff are required. Constant manning is often the result of a collective bargaining process, but it is an unreliable method for analyzing police staffing because it is based on factors that may only indirectly relate to workload.

In addition to being inefficient, this method of predetermining police staffing can result in higher overall public safety costs because it can result in a department allocating more resources than are necessary. Since this model does not require an analysis to determine staffing, we will not provide an illustration or example.

Of course, the City of Brea does not predetermine its allocation of police resources through such constant manning policies. Indeed, this report is the result of the City's efforts to ensure police staffing decisions are based on workload data and other factual considerations. As noted earlier in this report, the Police Department does rely on temporary measures (such as overtime) to fill vacancies in the patrol schedule when an officer is out on illness or injury leave. This helps to ensure there are an adequate number of officers to respond to CFS and respond to emergencies.

Analysis of Organization Structure, Operations and Technology

The Police Department currently deploys its personnel in two divisions (Investigation Division and Uniform Division). Each division is led by a police captain. There are additional support functions led by a lieutenant who reports to the Chief of Police.

Organization Structure

Management Partners conducted a review of the Police Department's organization structure with two primary goals:

- To ensure the current structure is adequate to provide efficient and optimum services, and
- To evaluate whether department operations are aligned with best practices used by the police agencies in our survey and other law enforcement agencies generally.

The discussion below outlines this review and analysis and provides relevant recommendations.

Investigation Division

The Investigation Division is comprised of various functional areas including the Detective Bureau, Crime Suppression Unit, records, property and evidence, property crimes, special task forces and crimes against persons. Management Partners' assessment concluded that changes or improvements in three of the areas (Detective Bureau, Property and Evidence Unit, and task force assignments) warranted further review.

Detective Bureau

The Detective Bureau is currently staffed with approximately 10 FTE positions, as shown in Table 15.

Table 15. Detective Bureau Staffing

Classification/Assignment	Number of Positions (FTE)	Comments
Sergeant	2.0	
Detective	6.0	A vacancy of 1.0 FTE detective exists
Detective	Part-time	One position exists (which we equate to .5 FTE)
Police services officer	1.0	Civilian employee; handles a limited caseload
Crime analyst	1.0	
TOTAL	10.0 FTE, plus one part-time detective	

This has been the staffing level in the unit for the past two years (2018-2019). In the previous three years (2015-2017), there was one additional detective position in the bureau, but this position was reassigned to the Crime Suppression Unit. Also, as noted in Table 16, the department has a vacant detective position (1.0 FTE).

Table 16 illustrates the five-year trend of population growth in the City of Brea along with the corresponding data related to Part I crimes, number of cases reviewed and the number of cases that were determined to be appropriate to assign to a detective. For context, the decision to assign a case is based on the “solvability” factors of the case as determined by a supervisor within the department.

Table 16. Population and Workload Metrics in Detective Bureau, Brea Police Department

	2015	2016	2017	2018	2019
Population	43,414	43,821	44,468	44,539	45,606
Part 1 crimes	1,339	1,529	1,555	1,381	1,524
Cases reviewed	2,548	2,790	3,031	2,959	2,883
Cases assigned	1,081	1,079	1,036	1,251	1,051
Detective positions filled ¹	7	7	7	6	6

¹ The reduction in detectives was the result of a transfer of 1.0 FTE to the CSU beginning in 2018.

A review of this data suggests a correlation between population, crime rates and the number of cases reviewed. In other words, it is reasonable

to anticipate that the number of cases reviewed, and therefore the cases assigned to detectives, will increase as the population increases. As the table shows, the number of detectives during this period remained stable through 2017 but decreased in 2018 and 2019.

Our evaluation of the number of assigned cases each year, considering the number of investigators available to work on those cases, showed that each investigator handles about 130 to 140 cases per year, or 2.5 to 3 cases per week (including the part time detective).

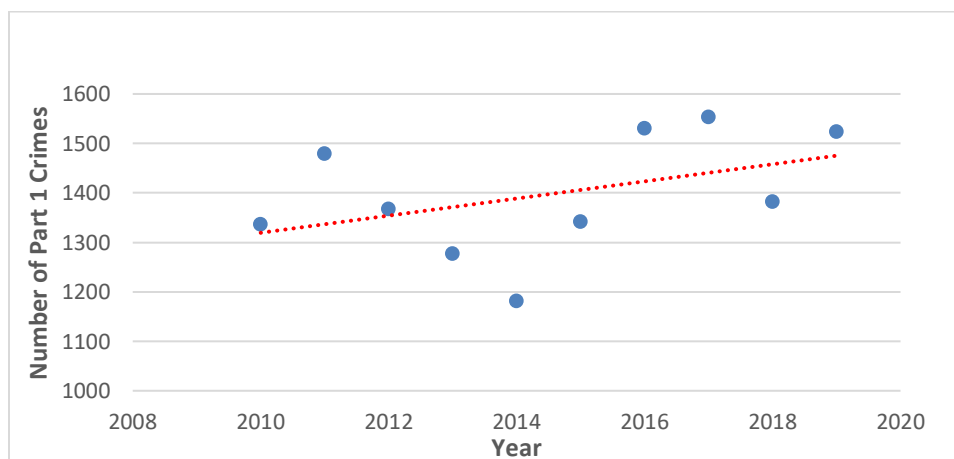
Based on our experience, the current detective caseload is manageable. Moreover, there has not been a major concern expressed by employees that detective case volumes are unmanageable. However, it is important to acknowledge the detectives may have varying caseloads, and some may be busier than others at various times.

The nature of this type of police work is that some cases are more complex than others and require more work effort to adequately investigate. Of course, it is important that proper management and supervision be in place to ensure that the complexities of certain cases are addressed, and the volume of the bureau's caseload is handled efficiently.

So, while we believe the current staffing in the Detective Bureau is adequate, we believe future growth in Brea could warrant an increase in detective staffing.

To illustrate these workload issues further, Management Partners plotted the Part 1 crime rates for ten years, as shown in Figure 7. The trend line in this graph shows an overall increase in crime despite the annual fluctuations.

Figure 7. Part 1 Crime Rate Trends in Brea from 2010 to 2019



This crime trend line, together with the population growth trend, suggests Part 1 crimes could grow to approximately 1,850 by 2024. Given such an increase in the number of crimes, it is possible that case volumes could grow to a point at which additional staffing could be required.

It is not possible now to predict how much additional staffing or when it may be required, but our sense is that one additional detective may become necessary at some point. In the interim, however, we believe the department's primary focus should be to bolster its systems related to management and data analysis of the Detective Bureau workload.

For example, it will be useful for the department to assess how long it takes to work an average case handled by the Detective Bureau. This will require the department to compile additional data such as information related to investigator clearance rates¹² that focus solely on detective cases. Measuring case closure status against open cases would also be helpful. With these and related metrics, the department will have the additional information it will need to determine when supplemental detective resources may be necessary.

In addition to bolstering the department's data analysis, Management Partners heard concern from the command staff about the managerial oversight in the detective bureau. For instance, there is one captain managing the division yet no lieutenant to serve between the division sergeants/supervisors.

The command staff also discussed an interest in improving the bureau's capacity in providing management oversight related to caseload complexity and efficiency. We concur with these insights i.e., that additional management in the bureau would improve efficiency and case outcomes. One approach to implement such improvements in the bureau would be to reassign a lieutenant from patrol to this bureau.

Recommendation 9. Identify the metrics and begin compiling data required for analyzing the detective caseload.

¹² This refers to compiling additional information that would be helpful to the department in the future for analyzing workload. However, we note that the department's current practices for compiling and submitting its Part 1 clearance rates are in accordance with the FBI Uniform Crime Reporting guidelines.

**Recommendation 10. Reassign 1.0 FTE lieutenant
from patrol to the Detective Bureau.**

Property and Evidence

The Property and Evidence Unit is currently supervised by the “crimes against persons” sergeant in the Investigation Division. This has the potential to be a conflict of interest because the sergeant supervises the collection of evidence for certain cases and oversees the Property and Evidence Unit that supports and stores the evidence for the same cases.

While we have not observed any issues involving conflicts, best practices suggest department leaders should consider reassigning this unit. The California Commission on Peace Officer Standards and Training (POST) guidelines on managing a property and evidence unit indicate the evidence/property function should be separate from operational units. This separation eliminates the potential for conflict of interest between the personnel who collect evidence or property and those who are charged with the responsibility of storing it. More specifically, POST guidelines¹³ maintain that assigning the evidence and property function to an administrative or support unit provides a definitive separation from operational units such as patrol or investigations.

For these reasons, we believe the Property and Evidence Unit should be the responsibility of the records supervisor. Although the unit will remain in the Investigation Division the function would not report to the sergeant. This will separate the functions since the records supervisor reports directly to the captain.

Additionally, concern about the workload of the Property and Evidence Unit was expressed in interviews and focus groups. Currently this unit handles all discovery requests from the courts and the district attorney. It is more common for a records unit to handle this responsibility, since the records supervisor or manager is typically the official custodian of records for the department. Our understanding is that the records supervisor is the designated custodian of records in Brea.

For these reasons, we believe moving the discovery responsibilities to the Records Unit would be a more efficient use of staff resources. This will

¹³ Evidence & Property Management Guide, Third Edition. 2013. Produced by POST Management Counseling Services Bureau.

result in more time for the property and evidence technicians to process property more quickly and make room for new items coming in.

Recommendation 11. Reassign the property and evidence function to report to the records supervisor.

Recommendation 12. Reassign discovery requests to Records Unit personnel.

Task Force Assignments

There are two off-site detectives that are currently assigned to the Investigation Division. One detective is deployed to assist the Orange County Auto Theft Task Force (OCATT), which is a grant-funded position. The other detective is deployed to assist the Orange County Financial Investigations Task Force (OCFIT), this position is department funded.

The state's new guidelines related to asset forfeiture have significantly reduced revenues for cities and, therefore, effectively increased the City's cost to participate in these regional efforts. For example, the current budget reflects revenues of \$68,700. However, the cost of a police officer position is approximately \$176,000. In addition to the increased cost to fund the OCFIT position, the focus of these regional efforts has changed over time. Accordingly, our understanding is the department is assessing these factors as it determines how to best use these resources.

In addition to considerations outlined above, we heard during interviews that homelessness issues are taking additional time from patrol officers and that the current Homeless Liaison Officer has a heavy workload

While reassigning these detective positions is an option (whether it is to address issues related to homelessness or other priorities), it should be noted that these special assignments can offer career development opportunities and different challenges for police officers. For these reasons, eliminating such assignments can limit opportunities for professional growth and affect department morale.

Recommendation 13. Assess the benefits of reallocating the OCFIT detective position to address other department priorities.

Uniform Division

The Uniform Division provides essential law enforcement services in the areas such as patrol, traffic and dispatch. We evaluated organization structure, operations and technology issues within these functional areas.

Management and Supervision in the Patrol Unit

The Brea Police Department has a total of 5.0 FTE lieutenant positions as shown with their assignments in Table 17. Most of the positions (4.0 FTEs) are in the Patrol Unit. Further, our analysis of peer agencies showed that the total number of lieutenants in the Brea Police Department is higher than in comparable organizations. We found that most of the peer agencies have four or fewer lieutenants.

Table 17. Current Assignment of Lieutenant Positions

Position	Number of FTEs	Assignment
Lieutenant	1.0	Office of the Chief
Lieutenant	4.0	Patrol
TOTAL	5.0	

Span of Control

The current patrol structure has a span of control of four lieutenants to six sergeants. In contrast, our experience is that best practices would typically call for one sergeant to six – ten police officers, and one lieutenant (manager) to three to four sergeants.

It is our understanding that lieutenants in Brea at times serve as first-line supervisors; sometimes this occurs in addition to and sometimes in lieu of sergeants performing this role. In contrast, our experience is that the lieutenant rank typically serves as a manager and has broader organizational responsibility. We note that the patrol lieutenants in Brea do have additional responsibilities as geographic area commanders.

The patrol sergeant to patrol officer ratio is 1:4.6, which includes using patrol corporals to respond to calls as opposed to supervising. In other words, the supervisor-to-subordinate span of control is within the acceptable range without using lieutenants for this purpose.

Further, we understand the department has a practice of providing two supervisors per shift, which can be effective when one supervisor is unavailable due to other duties. While proper oversight of the department is essential, we do not believe it is necessary for lieutenants to

provide first-line supervision of police officers, especially since the department has sergeants who would traditionally perform this role.

Therefore, we believe the department has an opportunity to convert one lieutenant position to a sergeant over time (through attrition) and reassign another lieutenant to priority area in the department, such as the Detective Bureau (which is recommended earlier in this report). In addition to being more cost-effective, this would still provide two supervisors per shift and ensure proper oversight of on-duty personnel.

Such a change would still allow for a day shift watch commander (1.0 FTE lieutenant), and a night shift watch commander (1.0 FTE lieutenant). Further, when a lieutenant is not on shift, a sergeant would serve as the watch commander. With this change, the department can still maintain an area commander structure using the remaining two lieutenants and bolstering that command structure with patrol sergeants assisting those respective lieutenants.

As indicated in Table 17, there is also a lieutenant assigned to the Office of the Chief. We believe this position plays an important role in the department and should be retained as is.

**Recommendation 14. Reallocate 1.0 FTE
lieutenant to a sergeant position through attrition.**

Traffic Unit

As mentioned previously, we heard several comments from staff regarding the high workload in the Traffic Unit. However, in comparing the Brea Police Department to the peer cities, we found that Brea has slightly more officers dedicated solely to traffic duties.

Additionally, Management Partners reviewed data showing that the sworn officers assigned to the Traffic Unit comprise about 10% of the overall sworn workforce. However, this unit has been responsible for 44%¹⁴ of all enforcement activity related to traffic concerns over the past 5 years.

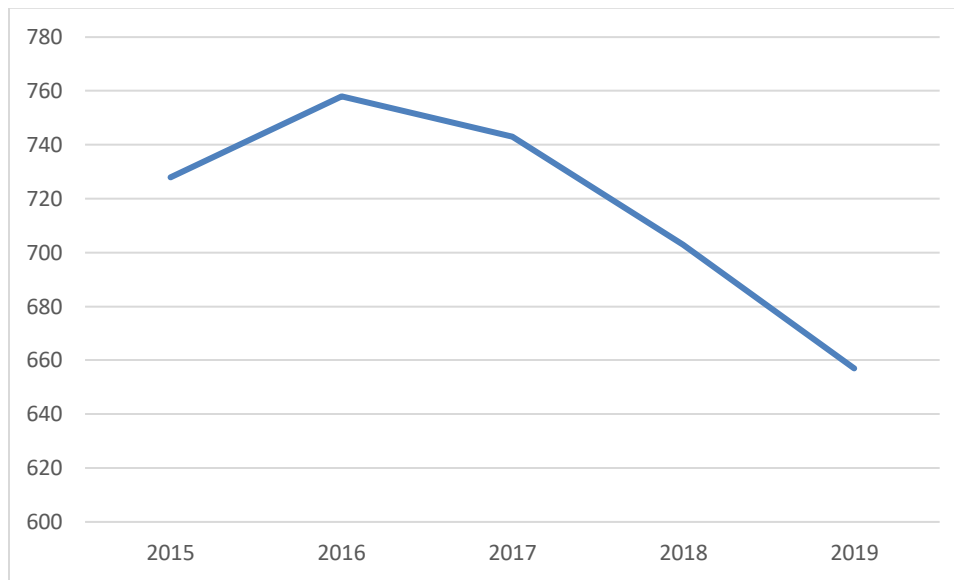
¹⁴ The Traffic Unit issued 8,634 citations out of the department total of 19,439 between 2015 and 2019.

The unit was also responsible for investigating 21%¹⁵ of all reported traffic collisions during that same time period. Our experience is that traffic units are typically responsible for a high percentage (per officer) of the overall workload volume in a police department.

Management Partners also wants to highlight the department's efficient use of civilian employees in investigating traffic collisions. Civilian staff have offset the sworn workload by investigating 36% of all traffic collision in the City of Brea over the past five years. The use of civilian employees to investigate collisions involving property damage only, or minor injuries, is an industry best practice that helps departments enhance services at a lower cost.

We also examined the workload data for the Traffic Unit. Figure 8 shows the 5-year trend of traffic collisions reported to the Brea Police Department since 2015. These data indicate a downward trend in collisions reported to the department.

Figure 8. Number of Traffic Collision Reports from 2015 to 2019



Source: Brea Police Department

While we heard numerous concerns about traffic issues during the interviews and focus groups, they did not pinpoint a staffing or workload issue but centered around (community) frustrations that come with congestion during high volume traffic periods. Police Department staff indicated that the City is making investments in more efficient signal

¹⁵ The Traffic Unit was responsible for 764 of the 3,590 total collision reports.

systems that may assist in the movement of traffic volume. A future assessment of these engineering solutions along with collecting additional data to assess the enforcement needs of the department would be appropriate.

Operations and Technology

Management Partners received input from interviews, the focus groups and roundtable discussion about the need for a stronger sense of team in patrol and the desire to be more aggressive in obtaining technology that will enhance the department's operations. Addressing these issues will improve the overall operations of the department and ensure that the department is prepared for the future.

Teamwork and Work Schedule

As we discussed previously, employee feedback suggests that teamwork in the department (and especially in patrol) could be improved with changes to the work schedule. For example, we heard the current schedule can result in patrol officers only seeing their supervisors (sergeants) once a week. We also understand the schedule has the sergeants starting and finishing their shifts one hour earlier than the scheduled times for police officers.

Team Centric Schedule Alternative

Management Partners reviewed the patrol schedule to look at potential alternatives that would promote a stronger sense of team and address the concern that patrol sergeants did not share enough workdays with the officers they supervised.

The alternative model we identified is a variation of a platooning, or team centric concept used by many police departments. However, daily staffing numbers in this approach are very similar to existing patrol staffing numbers. The model creates six individual patrol teams, all supervised by a sergeant.

Four of the six teams would align all workdays between the sergeant and patrol team members. The other two teams would share two of their three workdays with their assigned supervisor. This model uses 2.0 FTE (patrol) lieutenants versus the existing model with 4.0 FTE lieutenants, which is consistent with the recommendation above. The two lieutenants would be tasked with managing three teams each. Alternatively, consideration could be given to transitioning lieutenants to a 4-10 schedule instead of the existing 3-12, which would expand managerial oversight of the patrol teams.

This model requires 6.0 FTE sergeants compared with the current staffing allocation of five FTE sergeants. The additional sergeant position would potentially come from the reallocation of one lieutenant position recommended above.

Aside from the adjustment noted above concerning management and supervision levels, the model is based on the information provided to Management Partners that there are 4.0 FTE corporal and 19.0 FTE police officer positions authorized in the Patrol Unit. Based on these 23.0 FTE positions, the team centric model would allocate 12 employees to day shift and 11 employees to night shift, consistent with need since the day shift workload has a higher CFS volume.

Further, with the implementation of an overlap shift, as recommended previously, two of the teams could be placed on this overlap shift with modified hours.

Of course, Management Partners recognizes that changes in schedules are subject to the meet and confer process.

Technology

We learned through interviews and focus groups about various technology challenges in the Police Department. For example, the department does not have an online reporting system. This has become a best (and common) practice among police departments and the implementation of such a system could improve efficiency by reducing the workload demands for front counter and records personnel. It is our understanding that the department is exploring software that will allow for such a system to be implemented, but this may require additional funding.

Additionally, focus group attendees raised other issues about technology, including concerns about lagging behind in new technology and duplication of paper and digital systems, e.g., Puma¹⁶ tagging process and supplemental reports.

Recommendation 15. Conduct an assessment of the costs and benefits of implementing an online

¹⁶ PUMA is a technology vendor that provides solutions for the capture, storage, retrieval and analysis of audio and video recordings for law enforcement agencies.

reporting system, and whether such a system could be an outgrowth of another technology enhancement already underway.

Recommendation 16. Perform an internal audit of current and future technology needs of the department.

Recommendation 17. Conduct an assessment to identify and develop a plan to eliminate any duplicative paper/ digital systems.

Recruitment Challenges

Like many departments, the Brea Police Department faces challenges in the area of recruiting police officers to replace retirees and to fill other vacancies. Some of the reasons for these difficulties include the strong job market, competition between neighboring agencies, and changing perceptions about law enforcement careers.

It was noted in the focus groups and the roundtable discussion with the BPA that filling the current vacancy in the department's Personnel and Training Unit would help with filling police officer vacancies. In the interviews it was also noted that the workload in the Administration Division is heavy.

Given the need to fill vacancies quickly, particularly in patrol, and the projection of potentially more police officers being added due to development in the city, Management Partners believes that a full-time position that specifically assists with recruitments is warranted. Currently there are two part-time positions in Administration, one vacant and one filled.

Recommendation 18. Convert the part-time administrative clerk positions through attrition to full-time positions, specifically to address recruitment and training needs.

City of Brea Community Survey

The Brea Police Department is committed to providing the community with the highest level of service, including gathering input about staffing and services. Consequently, the department developed a series of survey questions to elicit information from the community about police services. The survey was posted on the Brea Police Department webpage and was announced to the public at a City Council meeting in November 2019. The survey was concluded in December 2019.

Figures 9, 10, and 11 reflect the results of the survey.

Figure 9. Deployment priorities as ranked by Brea community members

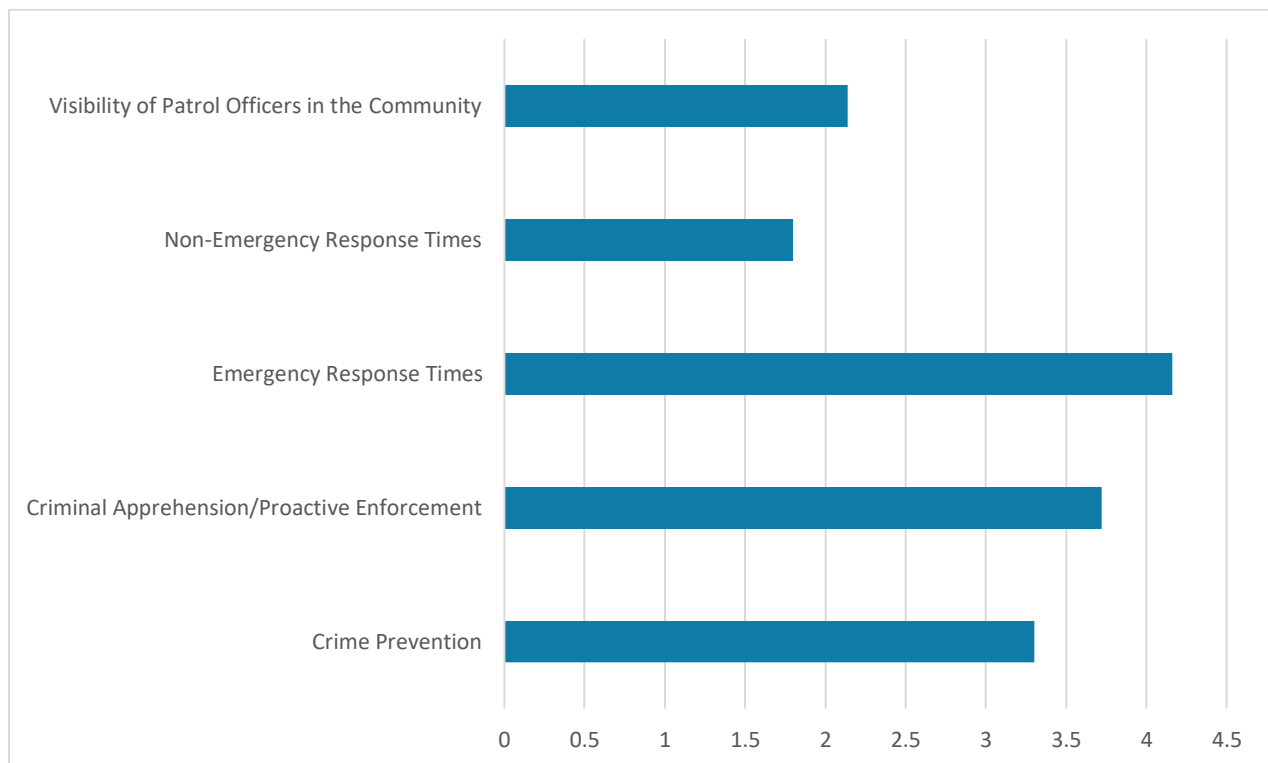


Figure 10. Top priorities for the Police Department as ranked by Brea community members

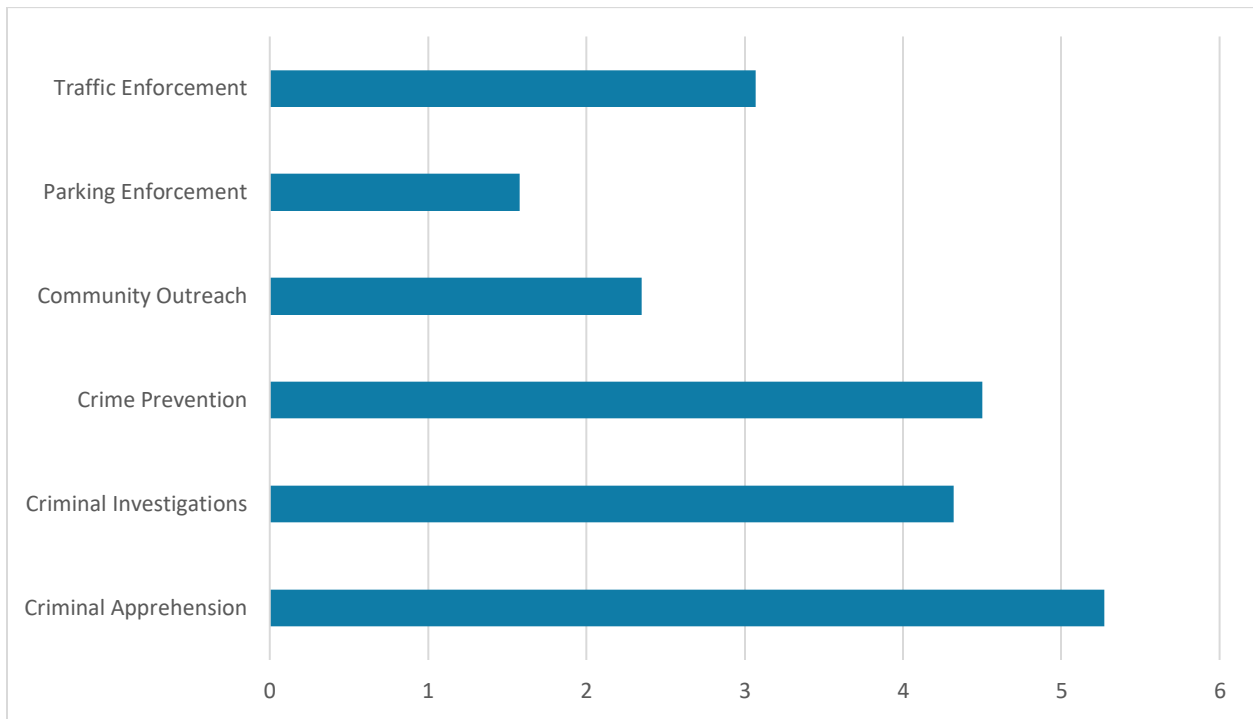
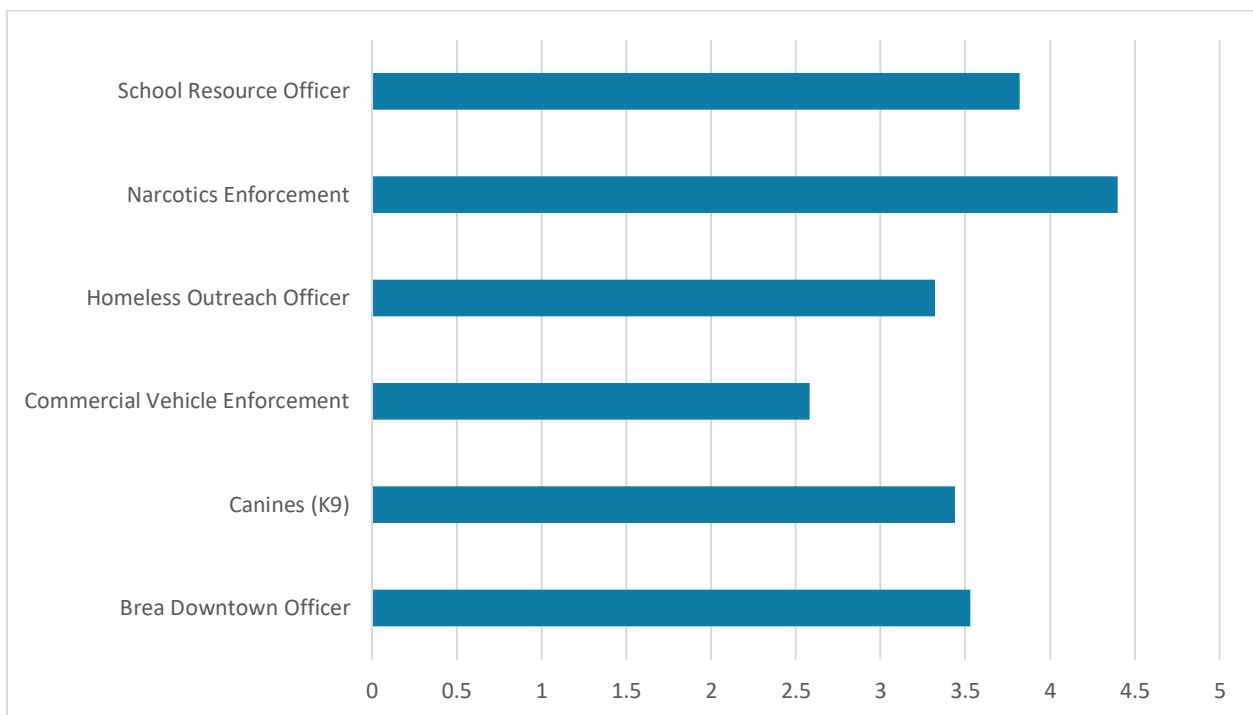


Figure 11. Police Department programs ranked in order of importance to Brea community members



Management Partners reviewed the community survey results and found them to be consistent with the department's direction and our analysis and recommendations concerning its workload. For instance, the three highest deployment priorities for community members were emergency response time, apprehension/proactive enforcement, and crime prevention.

One of the reasons for our recommendation to examine the beat structure and geography is to ensure that response times do not suffer as a result of the workload demands created by new development in Brea. We highlighted the East Beat particularly because growth in this area, coupled with the broad east-to-west geography, will warrant more resources and likely a change to the beat structure itself (e.g., adding a fifth beat or changing the beat boundaries).

Further, our workload analysis showed that patrol officers during the day shift are operating at or beyond their saturation point. This is important because the role of patrol is both to respond to calls for service but also to devote substantial time to what the IACP calls "preventive patrol." Accordingly, our staffing recommendations propose adding resources to lower the saturation level of officers during the day shift to below 60%.

Finally, community members said that the department should deploy its resources in ways that help prevent crime. As we explain earlier in this report, the data show that the department already invests substantial resources in preventive patrol during the night shift. But we found that bolstering the preventive patrol during the day shift is warranted and the recommendations outlined earlier in this report are aimed precisely at doing so.

Peer Comparison Results

As a part of this report, Management Partners surveyed five peer cities, which are detailed in Table 18. The primary reasons for comparing departments are to identify best practices and provide a range of comparative data which can suggest areas for further study and discussion.

It is important to note that the intent of this comparison survey was not to quantify or rate where the Police Department should be, but rather to examine whether the department may be significantly different from its peers.

Although some staffing information for the peer agencies is provided, it is for context only. This staffing information would not be useful in making resource or deployment decisions in Brea because the operations, priorities and demands for police work in each city are different.

Peer Selection Methodology

Management Partners used objective criteria to identify comparable peer departments for the survey as part of this project. These criteria included:

- ***City Population.*** This helps guide the analysis to include peers with similar agencies, services, and community needs.
- ***Median Household Income.*** Including peers that have similar income levels helps to ensure that the communities (and therefore the police departments) are more similar than dissimilar.
- ***Sworn Officers per Capita.*** This helps identify organizations that have similar levels of resources to understand best practices that could be relevant in Brea.
- ***Location.*** Management Partners prioritized cities located in Southern California with proximity to the City of Brea. This helped avoid comparisons with agencies where there are regional differences in law enforcement practices.
- ***Violent Crime.*** This helps to further identify cities that have similar crime levels and thus law enforcement demands. The data were obtained from the FBI's 2018 *Crime in the United States Report*,

the most current edition of the report available at the time of this report.

The selection criteria allowed us to narrow the number of peers and identify the five cities listed in Table 18. Relative to its peers, the City of Brea has the highest budgeted general fund expenditures and the largest number of total city employees.

Table 18. Peer City Demographic Statistics

City	County	Total Population (January 1, 2018) ¹	Median Household Income ¹	Square Miles ¹	Total General Fund Expenditures ²	Total City FTE ²
Brea	Orange	44,539	\$85,555	12.078	\$57,738,363	367
Claremont	Los Angeles	36,446	\$94,005	13.348	\$27,161,398	161
Cypress	Orange	49,978	\$84,469	6.581	\$29,596,181	163 ³
Fountain Valley	Orange	56,920	\$84,763	9.018	\$52,461,897	229
Monrovia	Los Angeles	38,787	\$67,167	13.605	\$42,140,156	250
Placentia	Orange	52,755	\$80,668	6.568	\$37,219,700	226

¹Source: California Department of Finance

²Source: FY 2019-20 City Budgets

³Includes full- and part-time Recreation and Park District employees

Key Takeaways

The peer survey provides a useful comparison in various areas. Some of the primary comparison points are summarized below, and the full peer comparison data can be found in Attachment B.

- The Brea Police Department has a similar distribution of police staffing to most of its peers, including the number of captains. Brea, like most of the peer cities, does not have a commander position. Also, the number of lieutenants in Brea is higher than the other agencies, with the exception of Claremont.
- Brea falls in the middle among its peers in the number of calls for service per capita.
- The department is similar to a majority of its peers in that it does not operate its own jail facility but does operate a temporary holding facility.

Conclusion

The Brea Police Department is committed to providing a high level of service to the community and doing so with the future in mind. We received substantial input from department employees, which was generally quite favorable. However, employees also identified concerns for staffing properly given the anticipated growth in population and housing in the city. They also identified areas for improvement such as a need for better communication, both internally and with the community; faster technology advancement; the need to create a stronger sense of teamwork in patrol; and faster recruitment processes.

Management Partners was asked to prepare a detailed analysis of current workload to determine whether there is adequate staffing. We found that an overlap shift is needed to address a higher workload during the day and part of the evening. Additionally, we analyzed projected growth in the City to determine future staffing needs and found that during the next three years three new police officer positions will be needed to maintain the current level of service to the community. We also identified operational changes and organization restructuring alternatives that could potentially offer budgetary savings that could be used in other areas of need in the department or be used to offset future increases in police officer staffing.

This report provides 18 recommendations that will improve department efficiency and enhance law enforcement services.

Attachment A – List of Recommendations

- Recommendation 1.** Develop policies and procedures to ensure that all activity for field units is accurately tracked.
- Recommendation 2.** Complete the recruitment and fill the current vacancies for 2.0 FTE police officers in patrol.
- Recommendation 3.** Establish an overlap shift to allow coverage for the busy periods spanning the day and night shifts.
- Recommendation 4.** Add 3.0 FTE police officers to patrol, who should be in service by June 2022.
- Recommendation 5.** Add 2.0 FTE police officers to patrol, who should be in service by June 2024.
- Recommendation 6.** Add 3.0 FTE police officers to patrol should the “mid-term” projects be constructed.
- Recommendation 7.** Begin a recruitment for police officers (3.0 FTE) in the first quarter of 2021.
- Recommendation 8.** Begin a recruitment for police officers (2.0 FTE) in the first quarter of 2023.
- Recommendation 9.** Identify the metrics and begin compiling data required for analyzing the detective caseload.
- Recommendation 10.** Reassign 1.0 FTE lieutenant from patrol to the Detective Bureau.
- Recommendation 11.** Reassign the property and evidence function to report to the records supervisor.
- Recommendation 12.** Reassign discovery requests to Records Unit personnel.
- Recommendation 13.** Assess the benefits of reallocating the OCFIT detective position to address other department priorities.
- Recommendation 14.** Reallocate 1.0 FTE lieutenant to a sergeant position through attrition.
- Recommendation 15.** Conduct an assessment of the costs and benefits of implementing an online reporting system, and whether such a system could be an outgrowth of another technology enhancement already underway.
- Recommendation 16.** Perform an internal audit of current and future technology needs of the department.
- Recommendation 17.** Conduct an assessment to identify and develop a plan to eliminate any duplicative paper/ digital systems.
- Recommendation 18.** Convert the part-time administrative clerk positions through attrition to full-time positions, specifically to address recruitment and training needs.

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Bill Gallardo, City Manager
DATE: 03/16/2021
SUBJECT: Community Neighborhood Traffic Calming Improvements

RECOMMENDATION

Discuss and provide direction.

BACKGROUND/DISCUSSION

At the March 2, 2021 City Council Study Session, staff provided background and summarized the traffic recommendations for City Council consideration. City Council asked several questions and directed staff to bring the item back to City Council for further discussion. Subsequent to the meeting, staff received additional questions from City Council members. As follow-up, attached is a summary of the questions received from City Council along with staff responses.

At tonight's City Council meeting, staff will provide a general overview of the item and the entire City team will be available for questions. For City Council background and information, attached are the documents that were included as part of the March 2nd agenda packet, which include the PowerPoint presentation, Draft Traffic Study Report and the Re-Survey results. Also, as a quick reference, the proposed Implementation Plan as previously shared is as follows:

PHASE 1

Recommendation #	Location	Scope	Cost
3	Cliffwood & State College	New Right Turn Restriction Sign	\$500
4	Cashew at Lambert	Re-stripe Median to Convert to a Two-Way Left Turn Lane with no Limited Time Turn Restrictions	\$1,000
7	Buttonwood Drive	New Yellow Centerline	\$500
8	Apricot & Buttonwood	New Intersection Striping & Signage	\$4,500

10	Lambert & Country Lane	New Crosswalk	\$2,500
11	State College & Live Oak	New Crosswalk	\$500
12	State College & Park Lane	New Crosswalk	\$500
13	State College & Citrus	New Crosswalk	\$500
		TOTAL	\$10,500

PHASE 2

Recommendation #	Location	Scope	Cost
2	Cliffwood Avenue (Lambert to State College)	New Street Trees, Additional Speed Humps, New Striping and Signage	\$12,000
6	Balsa Avenue (State College and Carmichael Dr)	New Speed Humps, New Striping and Signage	\$10,000
9	Apricot & Laguna Canyon	New ADA Ramps, New Striping and Signage	\$25,000
		TOTAL	\$47,000

PHASE 3

Recommendation #	Location	Scope	Cost
1	Cliffwood & Lambert	Prohibit NB Thru, Signal Modification, New Striping and Signage	\$15,000-\$50,000*
		TOTAL	\$15,000-\$50,000*

*Cost based on grant approval. Lower cost is with grant, higher cost is without grant.

PHASE 4

Recommendation #	Location	Scope	Cost
3	Cliffwood & State College	Signal Modification "Speed Control"	\$25,000-\$75,000*
5	Balsa & State College	Add EB Protected Left and "Speed Control"	\$55,000-\$125,000
		TOTAL	\$80,000-\$200,000*
*Cost based on grant approval. Lower cost is with grant, higher cost is without grant.			

COMMISSION/COMMITTEE RECOMMENDATION

On November 19, 2020, the Traffic Committee recommended the following for City Council approval:

- Approve Traffic Recommendations #1, #6 through #13
- Approve Traffic Recommendations #5 as a priority recommendation

On January 21, 2021, the Traffic Committee recommended the following for City Council approval:

- Approve Traffic Recommendations #2 and #3
- Approve Traffic Recommendation #4, but modify the scope to only striping and no signage
- Discontinue Traffic Recommendation #2A with an option to revisit at later date as needed.

FISCAL IMPACT/SUMMARY

In the approved 2020-21 CIP Budget, CIP #7219 Traffic Calming Improvements and CIP #7313 City Sidewalk Replacement Program have sufficient Gas Tax funds to cover the cost of \$57,500 for Phases 1 and 2. The improvements can be constructed and installed within three months after approval.

Phase 3 can be funded in two ways, with or without a grant. If the City was awarded a grant, it would only cost \$15,000 for the City to pay the local match requirement. If the City was not awarded a grant, the full cost to construct the signal modifications would be \$50,000. Fortunately, the City was recently awarded an OCTA grant for the Lambert Road Traffic Signal Synchronization Program (TSSP) to improve and synchronize the signals along Lambert Road within city limits. The grant has a local match requirement of approximately \$285,000 which will come from Traffic Impact Fees. At the next quarterly budget adjustment, staff will add this Lambert TSSP project into the FY20-21 Capital Improvement Program. If Phase 3 is approved, the scope of work will be added to the Lambert Road TSSP project for an additional \$15,000 of Traffic Impact Fees. The design and construction could start as early as April 2021 and completed by Winter 2021.

Phase 4 can be funded through a grant for a local match cost of \$80,000 or without a grant of \$200,000 for the full cost. Staff intends to submit a grant application in the next OCTA grant call in October 2021 for the projects in Phase 4 to supplement local funds. In the meantime, the project will be added to the upcoming CIP to assure that it will be programmed for design and construction as soon as possible.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

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

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

Attachments

Questions from Council & Staff Responses

Presentation

Draft Traffic Calming Study Report for Cliffwood Neighborhood

Neighborhood Re-Survey

Questions from City Council & Responses from Staff

I. Resident / Working Group Feedback:

1. Concern about the extremely low percentage of residents that participated in the Surveys. What could we do better to improve feedback?

Response: The margin of error for the survey is 8% as stated on Page 11 of the study report. Typical survey response rates fall within the 5% to 30% range. The response rates on the City's questions were between 10% and 18%, which could be considered fairly typical. We also feel that we gave the community more than enough opportunities to provide their feedback. The affected community within the study area was invited to the Community Meeting, mailed out a survey to seek their feedback on the proposed recommendations and were invited to the Traffic Committee meetings. The residents south of State College were re-surveyed to gather additional information as directed by the Traffic Committee. As a result, we had 41 total participants at the Community meeting, we had 8 speakers at the first Traffic Committee meeting and 2 at the second and received about 130 responses to the survey mailed out to all residents. The responses to the re-survey were lower than expected, but still provided some useful information. At this point, we don't think another round of surveys will generate more responses.

2. How did COVID impact the survey results? Maybe there will be a better result after all adults are vaccinated (in June?)?

Response: Covid could have limited access to the virtual meetings if residents didn't have a computer available to access the Community and Traffic Committee meetings, but that should not have affected their response to the survey. The survey that was provided gave residents a good amount of time to respond. We also gave residents the option to respond to the survey by mail or to call in with their responses.

3. It appears the Survey area was not consistent for all surveys; is this correct? If yes, don't you think we need to survey those residents omitted so the results are apples to apples comparisons? Shouldn't Country Lane neighborhood have been included?

Response: The comprehensive survey was sent out to all residents including Country Lane neighborhood. In fact, we had two residents on the Working Group from that neighborhood, with one also playing a dual role as a Traffic Committee representative on the Working Group. The re-survey only included the residents south of State

College east of Cliffwood since the Traffic Committee wanted to hear from the residents that would be directly impacted by the proposed measures on Cliffwood and Cashew.

4. Survey Results: Can the results be displayed by affected streets, north & south to clarify the north-south divide with the percent respondents as a percentage of the total affected number of residences.

Response: For the 1st comprehensive survey, since we only asked the residents to specify if they lived north or south of State College to have some comparative data, we cannot break out the survey by affected streets at this time. For background, there are 782 homes north of State College and 544 homes south of State College.

For the re-survey, we did ask for an address and we broke out the re-survey to show how the Cliffwood residents responded as compared to “Other” residents south of State College. Since there was an average of 15 responses for a total of 228 homes in the south area (not including Country Lane), the percentage of respondents per affected street is going to be relatively low. The re-survey results breakdown is included as an attachment and also part of the powerpoint presentation attached to this agenda packet.

5. Working Group: Has a list been compiled that includes the following: (a) problems the working group identified and (b) their desired solutions, if any?

Response: Attachment A to the Draft Traffic Study is attached to the this agenda item packet and includes a summary of all of the working group meetings, but was missing the 1st meeting. Attached is a summary of all 4 meetings for a quick reference.

II. Traffic Related Items:

1. Tree Replacement: Please elaborate upon the rationale for this recommendation for Cliffwood.

Response: Line-of-sight on a street makes a driver more or less comfortable driving a street based on how far ahead they can see. By re-planting trees and having their canopies grow over time, the line of sight will decrease making the driver less comfortable, which tends to slow them down. We acknowledge that trees play a smaller part in the proposed overall traffic measures, but nonetheless are expected to help over time. The trees along with the additional speed hump and turn restrictions are intended to work together to reduce the amount of cut-through traffic with the speed hump being a key feature. This happens since some drivers may choose an alternate route in lieu of

having to go over three speed humps or risk getting a citation if they illegally make restricted turns.

2. Truck Traffic:

- a. What is staff's response regarding comments about truck traffic on Cliffwood?

Response: As noted at the City Council meeting by Tony Olmos, truck traffic was not a key issue brought up by the Cliffwood residents when the issue was first discussed back in 2015. The concern was raised for the first time during the first Working Group meeting. A couple of residents provided photographs of some big rigs using the streets. As agreed upon by PD and Public Works Engineering, the Traffic Report on Page 11 includes the following statement, "Although Cliffwood Avenue might experience the occasional truck trip in violation of the posted signs, there is no evidence that large trucks are excessively traveling on Cliffwood Avenue or that the rate of trucks on the street will increase in the future, especially with the installation of an additional speed hump on the street."

To collect additional data, car counting equipment was deployed on Cliffwood starting the week of March 8th and will be in place for at least 2 weeks.

- b. What is the current signage and enforcement program addressing this problem? Results?

Response: Cliffwood is not a designated truck route and it is signed "Commercial Vehicles over 6,000lbs gross Prohibited". In consultation with Brea PD Traffic, there are some opportunities to improve commercial vehicle signage along Lambert and State College to provide advanced notice of restrictions on Cliffwood. Staff will further evaluate all the existing signs and will augment the existing signage as needed. Posting signs does not prevent commercial vehicles from making direct route deliveries to addresses accessed from Cliffwood.

There is no current enforcement plan specifically tied to Cliffwood. The Commercial Enforcement Officer and Motors monitor this area as part of their normal duties. The traffic division has only written three citations for commercial vehicle violations on Cliffwood between 2019-2020. The traffic division has not received any commercial enforcement complaints on Cliffwood. If commercial vehicles are seen using Cliffwood, they would be stopped and appropriate action would be taken depending on the circumstances of the traffic stop. Unfortunately, PD needs to witness the violation

in order to issue a citation, so citations cannot be issued based on photographs or videos of a violation.

- c. Do GPS apps have an impact on this? Do they show truck route restrictions? If not, can they?

Response: There are a wide variety of GPS based apps that are specifically designed for truckers. Those apps generally have the ability to create customized routings based on the truck's dimensions and weight so that drivers can stay on designated truck routes, avoid low clearance bridges/overpasses, reduce turning movements, and avoid roads that have weight restrictions. Additionally, larger trucking companies also use truck dispatch software to remotely monitor the truck and its driver to ensure efficient operation and to report undesirable driver behavior such as speeding or diversions from planned routes. It's unclear what percentage of trucks on the road are equipped with GPS units or have drivers that use GPS truck apps; however, the costs of these systems have come down significantly in recent years and thus it is believed that the vast majority of truck drivers on the road today have access to some form of specialized navigation software.

Although signs need not be posted since commercial vehicles are not allowed on residential streets and a true Commercial truck driver should know not to use a residential street, the smaller box/van type commercial vehicles (Class C driver's license) may still turn on Cliffwood because they're equipped with a GPS that is telling them it's okay to use the street. With that in mind, the location, number of signs, and the size could be an issue in traffic court and we will look into adding additional signs as mentioned.

3. Traffic Volume: What is staff's response regarding the issue of traffic volume on Cliffwood?

Response: Traffic volume on Cliffwood has not been the primary issue. Cliffwood can easily accommodate the total number of vehicles using the street. The primary issue was the high percent of cut-through traffic (as defined by staff at the time), which many Cliffwood residents felt drove too fast and were unsafe. The proposed solutions are intended to make the street less attractive to trucks and drivers in a hurry by having an additional measure put in place that they would need to navigate through along with additional turn restrictions to cut down on non-residential traffic flow.

4. Speed Humps: Do the proposed NEW Humps successfully satisfy the required resident approval process & requirements?

Response: Yes, we have received a valid resident petition for the new speed humps recommended for Balsa. A petition was not circulated for the additional speed hump proposed on Cliffwood since that street already has speed humps and the residents along Cliffwood have been notified multiple times regarding the study effort and possible traffic control changes for their street.

5. Past Traffic Engineers have said that crosswalks give pedestrians a false sense of safety. What are the CA urban-area pedestrian accident statistics? Brea's pedestrian accident statistics?

Response: It is true that in the past many traffic engineers discouraged the installation of crosswalks primarily based on a study conducted in San Diego in the 1980's. That study was conducted in downtown San Diego and suggested that some pedestrians could feel embolden to cross a street merely by the presence of crosswalk markings, thus the markings could provide a false sense of security when in reality the crosswalk is just paint. However, in more recent crosswalk studies looking at both driver and pedestrian behavior in various street environments, research has suggested that crosswalks on two-lane roads or at controlled approaches could enhance safety by heightening motorist attention to the possible presence of pedestrians.

Studies have also suggested that risks to pedestrians increase substantially when an uncontrolled crosswalk (no supporting stop sign or traffic signal) is installed on a roadway of three or greater lanes, but crosswalks across two-lane roadways generally provide excellent motorist visibility of pedestrians and thus don't pose additional risks.

Each of the additional crosswalks recommended for the Cliffwood area neighborhood were a result of observations traffic and physical characteristics. For example, the crosswalk recommended at Lambert & Country Lane is a school crossing that was the subject of a safety demonstration project in collaboration with Community Development and Brea Jr. High School in 2019. The crosswalks along State College are to address safety concerns expressed by residents that walk the street frequently, they clearly define pedestrian walking paths, provide a visual awareness of the possible presence of pedestrians to turning motorists, and provide a visual "guidance" for motorists on State College negotiating curves in the road.

Brea's annual pedestrian collisions rate has been relatively flat over the past five years, averaging a little more than 14 collisions per year. For comparison purposes the City of Yorba Linda has one of the lowest pedestrian collision rates per capita in the county averaging a little more than 5 collisions per year and the City of Fullerton has one of the highest pedestrian collision rates per capita in the county, averaging about 57 collisions per year.

6. What's the Enforcement Plan to accompany these changes (signage, humps, commercial traffic, etc.)?

Response: The enforcement plan would be a joint education plan with the City for the first 1-2 months the signs are officially in place. Education would first involve social media coupled with traffic officers in the Cliffwood area several times a week during peak traffic times and the times indicated on the signs. Officers would issue warnings for violations during the first 1-2 months. The grace period would be determined by City Staff and included with the social media information. After the grace period, traffic officers would periodically monitor the area for violations as part of their regular duties and respond to the area for resident complaints.

III. Miscellaneous:

1. Implementation Plan: Could you show a different Implementation Priority Plan with all Crosswalk & Signage Recs in phase one?

Response: The phasing of improvements is based on addressing the lowest cost items first with available funding and then addressing the rest of the proposed improvements over time while pursuing grant funding. Phase I as currently laid out includes all simple signing and striping primarily for crosswalks. Other phases include striping and signage as well, but also include other more expensive components like signal modifications, ADA ramps or speed humps.

2. Monitoring Plan: How would we know if the proposed improvements are working?

Response: The proposed improvements can be measured based on comparison of the data before and after the implementation. Once the traffic has normalized after completion of the 57/Lambert Freeway project and Covid subsides, additional vehicle and commercial vehicle traffic counts and speed surveys will be taken.

Construction completion for the interchange project is expected in early 2022 and the Covid pandemic is expected to subside before then. At this time, we anticipate starting a formal monitoring period in mid-2022 and running the first comparative analysis at the end of 2022. Depending on results, we will then run another comparative analysis in mid-2023 to further check on effectiveness.

3. 57/Lambert: How does the 57/Lambert project affect the proposed improvements?

Response: The purpose of the 57/Lambert project is to improve the traffic flow along State College and Lambert Avenue near the 57 freeway by modifying the on and off-ramps to the 57 freeway. These improvements are expected to reduce queue lengths of vehicles waiting to enter or exit the freeway. Reduced queue lengths will disincentivize vehicles from cutting through neighborhoods since there will not be any additional time-savings from making that move.

Working Group Meeting Summaries

City of Brea
Public Works Memo

Date: August 29, 2019
To: Project File
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 8/28/19 MEETING SUMMARY

On August 28, 2019, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions & Agenda Review

In attendance was 10 Working Group members, 2 Traffic Committee members, Public Works Director, City Engineer, City Traffic Engineer, Brea Olinda USD member, Police Sgt.

2. Roles and Responsibilities

Staff to facilitate meetings, develop proposed solutions, and provide technical support. Working group to provide feedback on proposed solutions and make a recommendation to the Traffic Committee. School District to offer input for school drop-off and pick-up. PD and Fire to provide input regarding public safety issues.

3. Ground Rules

To work collaboratively and respect others opinions and viewpoints.

4. Committee Members Comments – Objectives

Resident members were asked to provide a summary of what they think is the problem we're trying to solve. The following are the main items brought up:

- Speeding on Balsa in both directions north of State College
- Lack of crossing guard at the intersection of Balsa and State College
- Speeding on Cliffwood from Lambert to State College
- Many vehicles running red lights at surrounding signalized intersections
- Large semi-trucks traveling on Cliffwood from State College to Lambert in both directions
- Cut thru traffic along Cliffwood from Lambert to State College came back after the cones were removed
- Request for a Traffic Management Plan for the Cliffwood area
- Speed hump request on Balsa from State College to the north
- Speed hump request on Lake Forest

- The drop off area on Country Lane for Brea Jr High needs to improve

5. 57/Lambert Construction Impacts Monitoring

Since the 57 Fwy/Lambert project has officially started construction, City staff stated that traffic impacts to the neighborhood will be monitored and would work with Caltrans to address and mitigate, if possible.

6. Next Steps

Staff explained that City Traffic Engineer will prepare a proposal to do the work. The proposal will be presented to the Traffic Committee for their review on September 19th and will take the Traffic Committee recommendation to Council on October 15th.

The meeting concluded at 8:35pm.



City of Brea

Public Works Memo

Date: December 20, 2019
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 12/11/19 PRELIMINARY FINDINGS MEETING SUMMARY

On December 11, 2019, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions & Agenda Review

In attendance was 7 Working Group members, 2 Traffic Committee members, Public Works Director, City Engineer, City Traffic Engineer and Brea Olinda USD member

2. Study Update

Public Works Director opened the meeting and provided a brief overview of the items that had taken place since the previous Working Group meeting held on August 28, 2019. Traffic Engineer provided a detailed overview and status for the approved scope of the Cliffwood Comprehensive Neighborhood Traffic Calming Study as summarized below:

- a. Coordination Meetings – TE plans on meeting with the group at least a couple more times to demonstrate the ideas and solutions for the area and to narrow down the final recommended improvements to the Traffic Committee.*
- b. Review Previous Studies – In developing the recommendations, TE will continue to review and utilize all the data that has been taken to minimize cost, time and efforts.*
- c. Engineering Field Reviews – TE has and will continue to perform field investigations as the ideas and solutions are being developed to solidify his judgement.*
- d. Gathering of Traffic Data – None has been taken as of yet. With a plan in place, he has the direction to order the traffic data that met the needs of the group and his recommendations.*
- e. Development of Traffic Calming Studies – TE summarized that once the findings and recommendations come to a consensus with the Working Group, it will be in a form of a complete Neighborhood Traffic Calming Study as a final deliverable.*
- f. Presentation of Final Report to Traffic Commission and Council – Once the findings and recommendations have been presented and come to a consensus with the Working Group, the TE will present the Neighborhood Traffic Calming Study to the Traffic Committee and ultimately the City Council.*

The overall goal of this study is to improve the quality of life and safety within the study area.

3. Clarifications

TE engaged the Group with the need to clarify several items regarding the following topics:

- a. Commercial traffic trucks traveling on Cliffwood*
- b. Commuter traffic using Cliffwood*
- c. Traffic on State College Blvd running red lights from Lambert to Brea Blvd*
- d. Radar speed signs ineffective for the speeding on State College Blvd*
- e. Concern for pedestrian safety on State College Blvd*
- f. Safety concerns entering and exiting the neighborhood at Lambert & Cashew intersection*
- g. Concern for traffic safety near and around Fanning*
- h. Speeding on Balsa between Carmichael & State College Blvd*

4. Cliffwood Group Comments

TE and/or Group had the following suggestions:

- Making Buttonwood & Apricot a 4-way stop in lieu of speed humps and a crossing.
- Have the crosswalk painted white as opposed to yellow at Cliffwood & State College Blvd. Yellow painted crosswalks not as effective as white markings
- Modify signage indicating fines for truck travelling on Cliffwood as a deterrent
- Upgrade the traffic signal red, green yellow balls from an 8" lens to a 12" lens for greater visibility
- Adjust the operation of the signal & crosswalk location at the intersection so that it allows more time on the light (follow new standards)
- Traffic signal timing changes to follow new standards
- Modify signal timing at Cliffwood and State College Blvd to help cut down on the speeders on Cliffwood
- Erect something to prevent trucks from using Cliffwood (overhead limit bar)
- Operate the traffic signals during the off peak to "rest in red" to calm the speeding on State College Blvd
- Add additional signage
- Speed humps on Balsa

Staff emphasized at the meeting that it intended to implement signal timing changes immediately to improve safety. Staff also stated that by studying and identifying other potential safety concerns in no way reduced the emphasis or the amount of time that needs to be spent to address the main issue of cut-through traffic on Cliffwood.

5. Next Steps

Staff explained that City Traffic Engineer will continue working on the study. PW Director advised that the City will have the next meeting in February where the TE will present his preliminary recommendations. If there is consensus on the recommendations, the recommendations will be presented to the affected residents at a community meeting, Traffic Committee and finally to City Council. If there is no consensus at the February meeting, the recommendations will be refined and another Group meeting will be scheduled.

The meeting concluded at 8:15pm.



City of Brea

Public Works Memo

Date: March 12, 2020
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 2/24/20 TRAFFIC CALMING PLAN DEVELOPMENT MEETING SUMMARY

On February 24, 2020, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions
In attendance was 10 Working Group members, 2 Traffic Committee members, Public Works Director, City Engineer, City Traffic Engineer (CTE), Communications & Marketing Manager, Police LT and Brea Olinda USD representative.
2. Overview of Traffic Calming Study Meeting #1
Public Works Director opened the meeting and provided a brief opening remarks and handed the meeting over to the City Traffic Engineer (CTE). The CTE provided a detailed overview of the items that had taken place since the previous Working Group meeting held on December 11, 2019. There were no comments or questions from the group related to the overview provided.
3. Intersection Collision History
CTE engaged the group and provided a summary of his findings of the traffic collision history for the following intersections.
 - a. *Cliffwood and State College*
 - b. *Cliffwood and Lambert*
 - c. *Cashew and Lambert*
 - d. *Balsa and State College*

The CTE indicated that the State College & Balsa intersection experienced seven reported collisions over the past two years, which was the highest of the four intersections reviewed. All of those collisions involved westbound vehicles and five involved one party making a left-turn. The intersection of Cliffwood and Lambert experienced five reported collisions over the past two years primarily involving eastbound motorists. The intersection of

Cliffwood and Sate College experienced two reported collisions in 2018 and none in 2019. The intersection of Cashew and Lambert experienced no reported collisions in the last two years.

4. Update on Traffic Signal Timing

CTE provided an update on the December implementation of revised traffic signal timing parameters for the two signals on Cliffwood and one signal on Balsa. The new parameters included increased yellow times, adjusted all-red intervals, revised pedestrian clearance intervals, implementation of bicycle timing, and adjustments to vehicle detection. The intent of the changes were to enhance public safety and improve traffic signal responsiveness to neighborhood traffic. Some group members indicated they had noticed the change in operation and felt the changes were a positive change.

5. Traffic Calming Possibilities Discussion

Based upon the Group's last meeting input and findings in the field, CTE provided the following potential traffic calming options that could be considered as part of the Neighborhood Traffic Calming Plan. CTE provide the benefits and challenges for each of the suggestions.

- *Adjust the traffic signal timing progression parameters to better match the posted speed limit along State College at Balsa and at Cliffwood, with the intent being to slow vehicle speeds on State College.*
- *Adjust the signal timing to provide a "rest-in-red" operation off-peak along State College at both Balsa and at Cliffwood to slow the vehicles traveling north and south bound on State College.*
- *Implement a no thru movement sign/markings for northbound traffic at the intersection of Lambert and Cliffwood.*
- *Add a no right turn sign from 7am to 9am for vehicles traveling eastbound State College to southbound Cliffwood.*
- *Add a crosswalk crossing Country Lane at Lambert*
- *Add crosswalks crossing stop controlled side streets on State College (two locations).*
- *Add all way stop control at the Apricot and Buttonwood intersection.*
- *Add Speed Humps along Balsa north of State College.*
- *Add missing street trees along Cliffwood from State College to Lambert.*
- *Add new edge line striping along Cliffwood from State College to Lambert.*
- *Add one new speed hump along Cliffwood from State College to Lambert.*
- *Perform a warrant study for a proposed left turn signal movement for east bound State College to north bound Balsa.*
- *Investigate additional traffic calming measures for Cashew and Lambert.*
- *Review the speed humps, striping and signage along Buttonwood.*

The Group discussed the benefits and unintended consequences for the above items and CTE provided feedback, comments and answers to address the group's questions and concerns. CTE mentioned that these items discussed could be "tools in a toolbox" that could be phased-in based on effectiveness and budget.

6. Development of Traffic Calming Plan

Based on the Group's discussions, the Group provided direction to the CTE on moving forward with drafting of the Traffic Calming Plan to include a mix of the items discussed above. CTE estimates approximately six weeks to complete the draft plan, which will be presented to the Group at the next meeting.

7. Next Steps

CTE is to present the draft plan summarizing all the traffic calming measures recommended for the Neighborhood Traffic Calming Study at the next meeting tentatively planned for late April or early May 2020. Once the study is complete and approved by the Group, the Study will be presented to the affected Community, Traffic Committee and ultimately City Council.

The meeting concluded at 8:35pm.



City of Brea

Public Works Memo

Date: July 17, 2020
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 6/29/20 TRAFFIC CALMING PLAN DEVELOPMENT MEETING SUMMARY

On June 29, 2020, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions

In attendance was 7 Working Group members, Traffic Committee member, Public Works Director, City Engineer, City Traffic Engineer (CTE), Police LT.

2. Overview of Traffic Calming Study Meeting #3

CTE opened the meeting and provided a brief opening remarks and provided an overview of the items that had taken place since the previous Working Group meeting held on February 24, 2020. There were no comments or questions from the group related to the overview provided.

3. Proposed Traffic Calming Elements

Based upon the Group's last meeting input and findings in the field, CTE provided the following potential traffic calming elements that could be considered as part of the Neighborhood Traffic Calming Plan. See Attachment.

1. LAMBERT AND CLIFFWOOD

Implement no thru movement sign/markings for northbound traffic at the intersection of Lambert and Cliffwood.

2. CLIFFWOOD

Add missing street trees along Cliffwood from State College to Lambert. Add one new speed hump along Cliffwood from State College to Lambert. Add

3. CLIFFWOOD AND STATE COLLEGE

Add a no right-turn sign from 7am to 10am for vehicles traveling northbound Cliffwood to eastbound State College. Adjust the signal timing to provide a “rest-in-red” operation off-peak along State College to slow the vehicles traveling on State College. Upgrade signal with new controller with advanced video detection and upgrade the existing 8” indicators to 12”.

4. LAMBERT AND CASHEW

Remove the eastbound left-turn pocket and replace with a two-way left turn lane. Add no left turn from 7am to 10am from eastbound Lambert to northbound Cashew.

5. STATE COLLEGE AND Balsa

Upgrade traffic signal to provide eastbound left-turn protected left-turn arrow. Update signal equipment to provide advanced video detection to provide a “rest-in-red” operation off-peak along State College.

6. Balsa AVENUE

Add Speed Humps along Balsa north of State College to Carmichael Drive.

7. CLIFFWOOD AND BUTTONWOOD

Install centerline pavement markings

8. APRICOT AND BUTTONWOOD

Add 3 way stop controlled intersection and add a pedestrian crosswalk along Apricot Avenue

9. APRICOT AND LAGUNA CANYON WAY

Add two new ADA ramps, upgrade two existing ADA ramps and new crosswalk along Apricot Avenue.

10. THRU 13. – ADD NEW PEDESTRIAN CROSSWALK AT THE FOLLOWING INTERSECTIONS

- LAMBERT AND COUNTRY LANE
- STATE COLLEGE AND LIVE OAK STREET
- STATE COLLEGE PARK LANE
- STATE COLLEGE AND CITRUS PLACE

4. Discussion:

The Group discussed each of the proposed traffic calming measures. The overall traffic calming plan seemed to be acceptable to the group, except for strong disagreements for the proposed measures for Cliffwood and Cashew/Lambert intersection. The following are the comments received from the group on the Cliffwood and Cashew/Lambert items:

- A. Cliffwood (Lambert to State College): A few residents that live on Cliffwood south of State College did not feel that the plan addressed the truck traffic they have observed along Cliffwood between State College and Lambert. The CTE stated that the proposed turning restrictions, new trees and additional speed hump along Cliffwood should help reduce the amount of truck traffic on the street. Additionally, select enforcement of the traffic restrictions would also help mitigate the issue. CTE said that staff would look into other possible ways of restricting truck traffic.
- B. Left Turn Restrictions @ State College/Cliffwood and Lambert/Cashew: There was a debate as to the effectiveness of these limited time turn restrictions. Some of the group felt that enforcement would be non-existent and others felt it was worth a try. One resident felt strongly that the eastbound left turn movement to northbound Cashew should not be allowed. Another felt that the intersection should be left as it is today with no restrictions. CTE said that staff would look into the time for the parking restrictions to minimize the impacts to the residents and maximize the compliance benefits.

A member felt that the proposed turn restriction signs would only be effective during the initial period. Over time as enforcement decreases, old habits will return and the cut-thru traffic will revert back to the same. This member felt that the proposed recommendations would not address any of the problems.

- C. Pomelo Traffic Calming: A member inquired as to existing traffic calming installation at the intersection of Pomelo and Lambert that has a physical barrier that does not allow for eastbound right turns onto Pomelo. The member was asking about the history of the implementation of that traffic calming measure. Staff mentioned that it was installed long ago based on the facts and circumstances at that time. Staff emphasized that the current study is looking at the current facts and circumstances for the area and would be evaluated on its own merits.
- D. Cut-Thru Traffic: Members that live on Cliffwood felt that the above recommendations 1 thru 4 will not solve the cut-thru traffic on Cliffwood and will not work. Individuals debated that residents from the north should not cut-thru Cliffwood and should travel around to take Lambert to State College.
- E. Miscellaneous: Residents from the neighborhood south of State College generally felt that this study has not addressed any of the needs they previously identified and thought it was a waste of time.

5. Next Steps:

Staff is planning on having a community meeting to present the proposed traffic elements and the Working Groups overall comments. Due to the recent COVID 19 event, a community meeting will need to be carefully conducted with all safety measures in place. After the community meeting, staff will incorporate community comments and present the draft Neighborhood Traffic Calming Plan to Traffic Committee and ultimately City Council for approval.

The meeting concluded at 8:47pm.



COMMUNITY NEIGHBORHOOD TRAFFIC CALMING IMPROVEMENTS

March 2, 2021 CITY COUNCIL MEETING



TOPICS



- Background
- Meetings / Outreach
- Traffic Calming Recommendations / Survey Results
- Implementation Plan
- Traffic Committee Recommendations
- Staff Recommendation

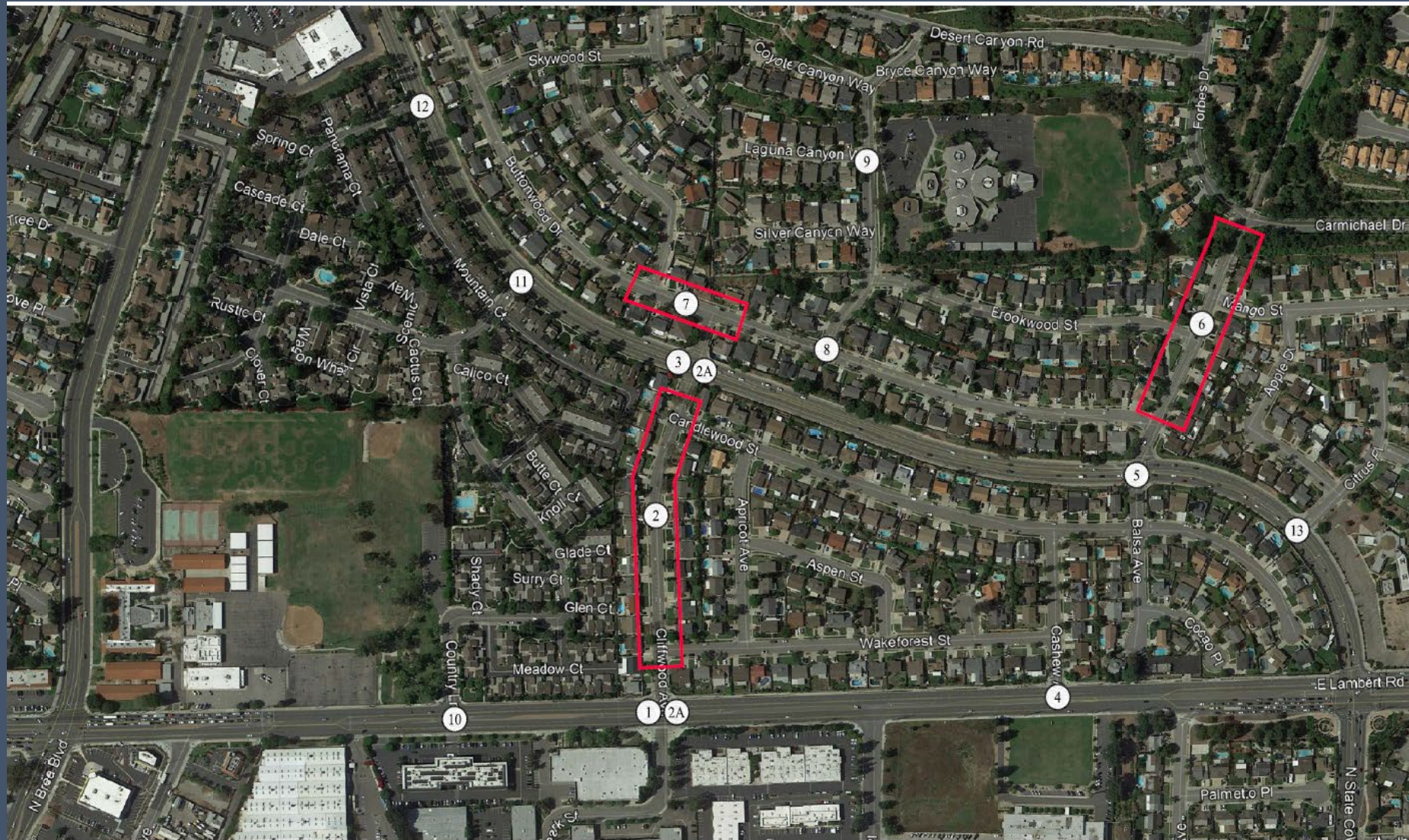
BACKGROUND

- Cliffwood Concerns
- Temporary Diverters
- Working Group
- Neighborhood Traffic Study

MEETINGS / OUTREACH

- Working Group
 - Met 4 times
 - Raised Issues and Developed Traffic Recommendations
 - No General Consensus on Traffic Recommendations
- Community Meeting
 - Meeting Content
 - 41 Participants
 - Public Safety Comments
 - 6 Speakers
 - 26 Questions
- Traffic Committee
 - November 19, 2020
 - January 21, 2021

TRAFFIC CALMING RECOMMENDATIONS / SURVEY RESULTS



TRAFFIC CALMING RECOMMENDATION #1



PROHIBIT NB THRU SIGNAL MODIFICATION NEW STRIPING & SIGNAGE

SURVEY RESULTS		
	North	South
Yes	48%	85%
No	52%	15%

TRAFFIC CALMING RECOMMENDATION #2

NEW HUMPS
NEW STREET TREES
NEW STRIPING &
SIGNAGE



SURVEY RESULTS – RECOMMENDATION #2

PREVIOUS SUMMARY RESULTS

North of State College (79 Respondents)

56% Yes, 29% No

South of State College (36 Respondents)

69% Yes, 31% No

RESURVEY RESULTS

Cliffwood Residents (5 Respondents)

3 – Supporting the additional Speed Hump.

1 – Supporting the additional Parkway Trees.

1 – Support both the Speed Hump and additional Parkway Trees.

0 – Not supporting both the Speed Hump and additional Parkway Trees.

Other Residents

South of State College (9 Respondents)

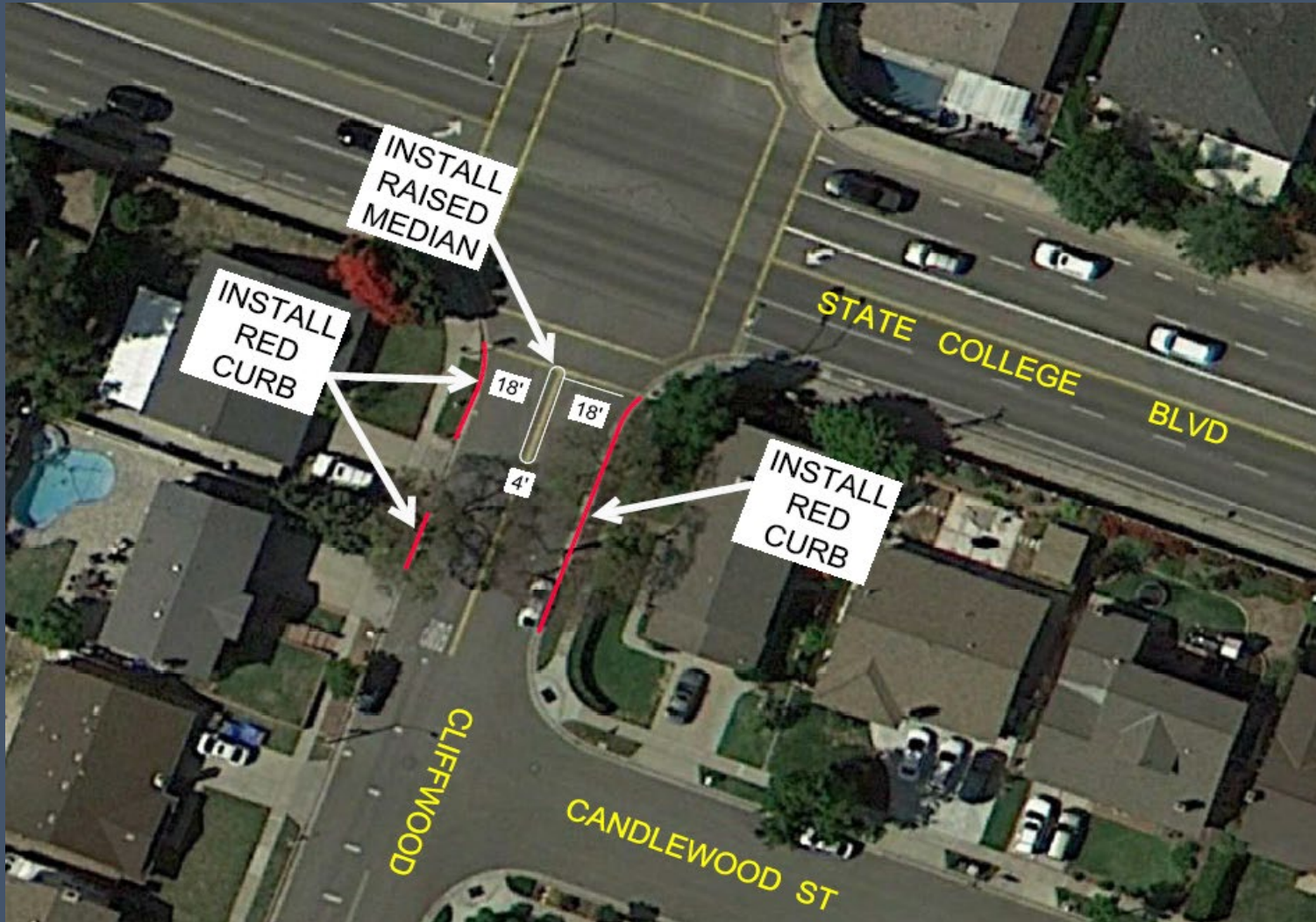
0 – Supporting the additional Speed Hump.

1 – Supporting the additional Parkway Trees.

7 – Support both the Speed Hump and additional Parkway Trees.

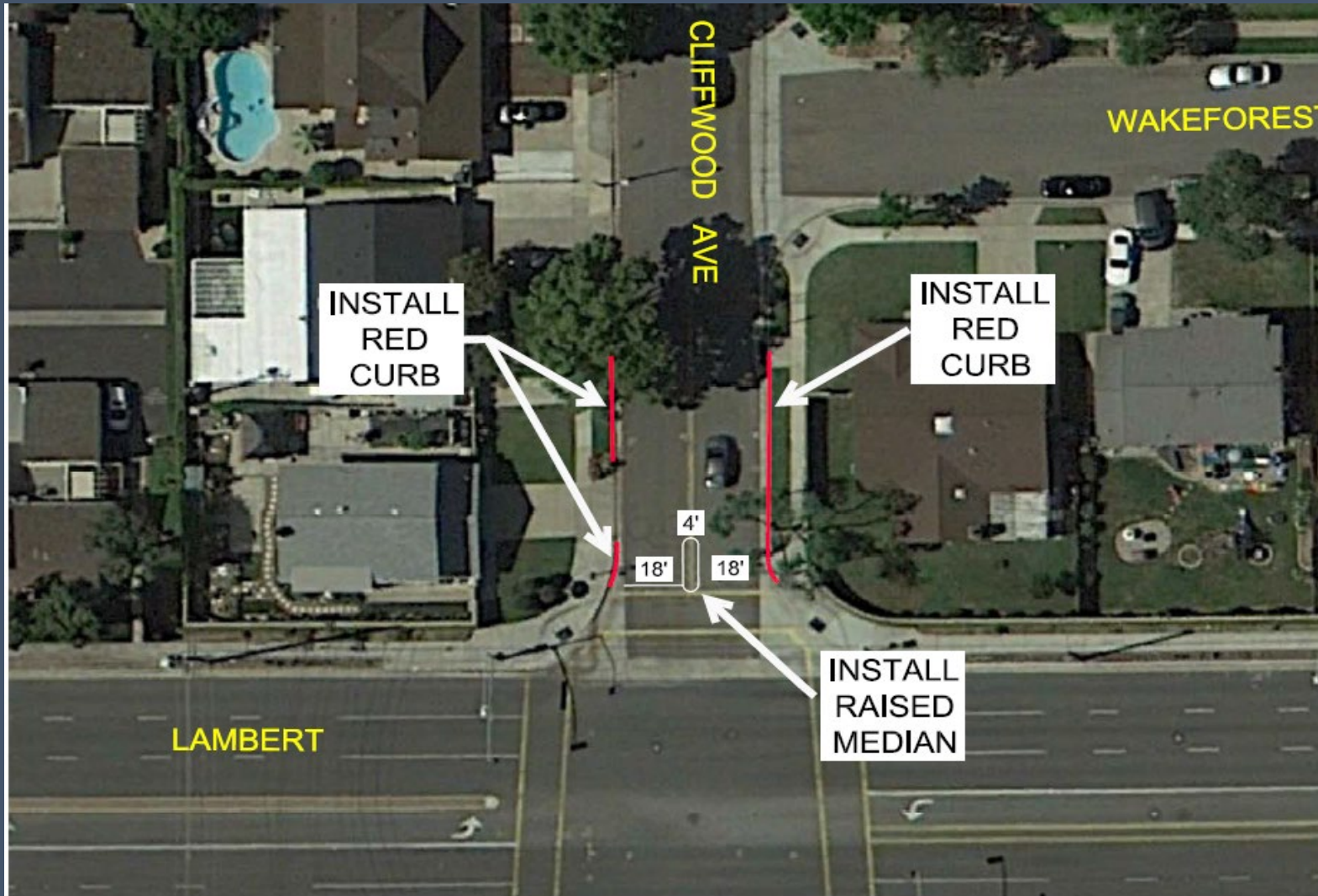
1 – Not supporting both the Speed Hump and additional Parkway Trees.

TRAFFIC CALMING RECOMMENDATION #2A



NEW MEDIAN CURBS
NEW RED CURBS

TRAFFIC CALMING RECOMMENDATION #2A



NEW MEDIAN CURBS
NEW RED CURBS

SURVEY RESULTS – RECOMMENDATION #2A

PREVIOUS SUMMARY RESULTS

North of State College (82 Respondents)

59% Yes, 41% No

South of State College (39 Respondents)

54% Yes, 36% No

RESURVEY RESULTS

Cliffwood Residents (5 Respondents)

2 – Supporting the raised medians and red curbs.

3 – Not supporting the raised medians and red curbs.

Other Residents

South of State College (9 Respondents)

6 – Supporting the raised medians and red curbs.

3 – Not supporting the raised medians and red curbs.

TRAFFIC CALMING RECOMMENDATION #3



PROHIBIT RT 7AM-10AM
SIGNAL MOD FOR
SPEED CONTROL

SURVEY RESULTS – RECOMMENDATION #3

PREVIOUS SUMMARY RESULTS

North of State College (86 Respondents)

49% Yes, 42% No

South of State College (39 Respondents)

82% Yes, 18% No

RESURVEY RESULTS

Cliffwood Residents (5 Respondents)

3 – Supporting the right turn restriction time of 7am to 10am M-F

0 – Supporting the right turn restriction time of 4pm to 7pm M-F

0 – Not supporting any right turn restrictions

2 – Supporting right turn restrictions for both 7am-10am and 4pm-7pm

Other Residents

South of State College (10 Respondents)

3 – Supporting the right turn restriction time of 7am to 10am M-F

2 – Supporting the right turn restriction time of 4pm to 7pm M-F

4 – Not supporting any right turn restrictions

1 – Supporting right turn restrictions for both 7am-10am and 4pm-7pm

TRAFFIC CALMING RECOMMENDATION #4

RESTRIPE MEDIAN



SURVEY RESULTS – RECOMMENDATION #4

PREVIOUS SUMMARY RESULTS

North of State College (84 Respondents)

33% Yes, 67% No

South of State College (41 Respondents)

66% Yes, 34% No

RESURVEY RESULTS

Cliffwood Residents (6 Respondents)

2 – Supporting the left turn restriction time of 7am to 10am M-F

1 – Supporting the left turn restriction time of 4pm to 7pm M-F

1 – Not supporting any left turn restrictions.

1 – Supporting a full-time everyday prohibition of eastbound left turns from Lambert onto Cashew.

1 – Supporting the elimination of the eastbound left-turn pocket leading from Lambert onto Cashew

Other Residents

South of State College (10 Respondents)

3 – Supporting the left turn restriction time of 7am to 10am M-F

0 – Supporting the left turn restriction time of 4pm to 7pm M-F

4 – Not supporting any left turn restrictions.

2 – Supporting a full-time everyday prohibition of eastbound left turns from Lambert onto Cashew.

1 – Supporting the elimination of the eastbound left-turn pocket leading from Lambert onto Cashew

TRAFFIC CALMING RECOMMENDATION #5



SURVEY RESULTS		
	North	South
Yes	85%	92%
No	15%	8%

NEW EAST BOUND PROTECTED LEFT TURN &
SPEED CONTROL ON STATE COLLEGE

TRAFFIC CALMING RECOMMENDATION #6



SURVEY RESULTS		
	North	South
Yes	76%	97%
No	24%	3%

NEW SPEED HUMPS, STRIPING & SIGNAGE

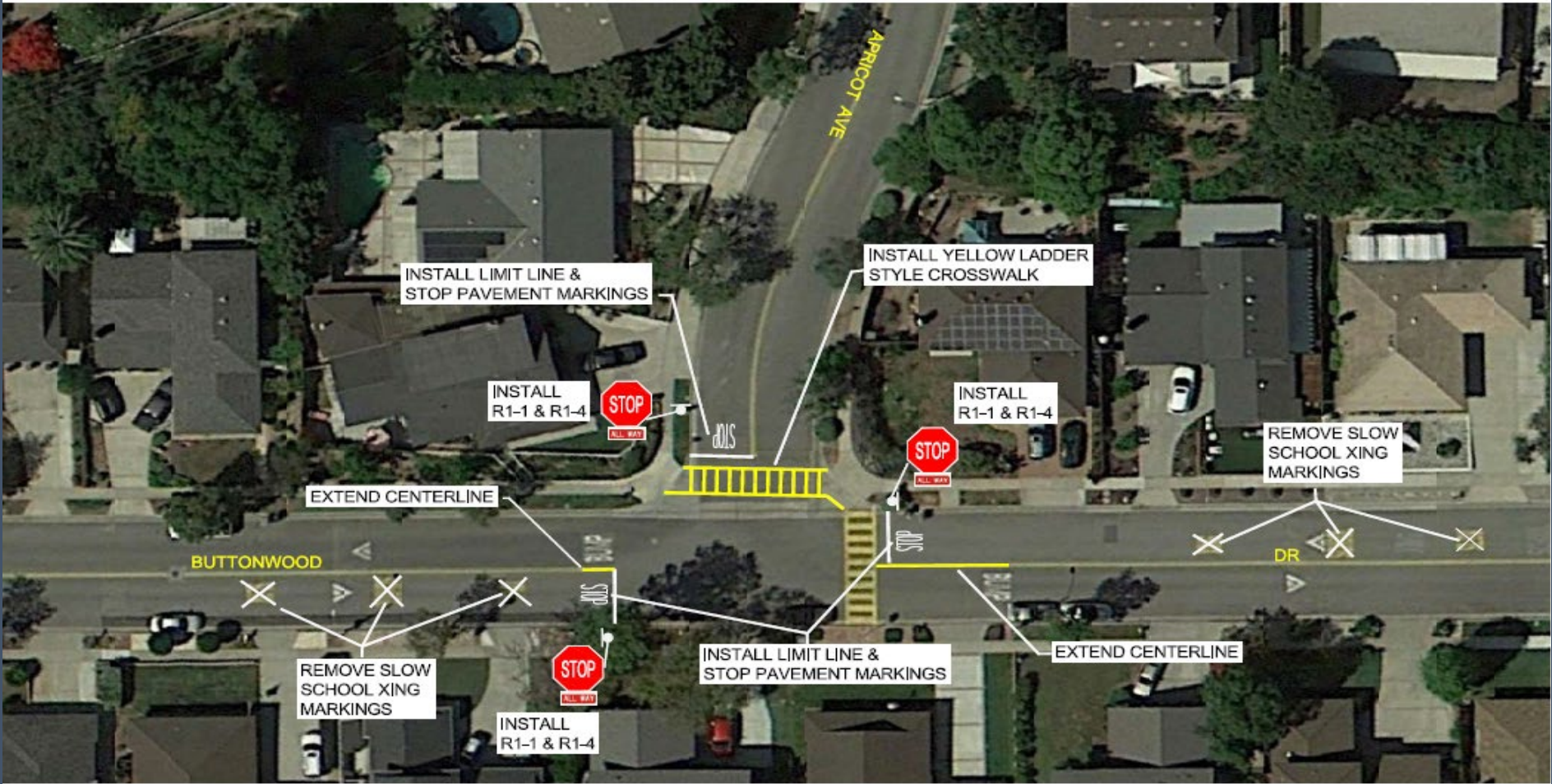
TRAFFIC CALMING RECOMMENDATION #7



SURVEY RESULTS		
	North	South
Yes	82%	79%
No	18%	21%

NEW CENTERLINE STRIPING

TRAFFIC CALMING RECOMMENDATION #8



SURVEY RESULTS		
	North	South
Yes	83%	97%
No	17%	3%

NEW INTERSECTION STRIPING & SIGNAGE

TRAFFIC CALMING RECOMMENDATION #9



NEW CROSSWALK

SURVEY RESULTS		
	North	South
Yes	85%	89%
No	15%	11%

TRAFFIC CALMING RECOMMENDATION #10



NEW CROSSWALK

SURVEY RESULTS		
	North	South
Yes	82%	79%
No	18%	21%

TRAFFIC CALMING RECOMMENDATION #11



NEW CROSSWALK

SURVEY RESULTS		
	North	South
Yes	78%	82%
No	22%	18%

TRAFFIC CALMING RECOMMENDATION #12



NEW CROSSWALK

SURVEY RESULTS		
	North	South
Yes	82%	79%
No	18%	21%

TRAFFIC CALMING RECOMMENDATION #13



NEW CROSSWALK

SURVEY RESULTS

	North	South
Yes	83%	81%
No	17%	19%

RECOMMENDATION & SURVEY SUMMARY

#	Scope	No. of		Survey Results				
		Respondents		North		South		
		North	South	Yes	No	Yes	No	Recommendation
1	Prohibit NB Thru, Signal Modification, New Striping and Signage	11%	18%	48%	52%	85%	15%	Recommend
2	New Street Trees, Additional Speed Humps, New Striping and Signage	10%	16%	56%	29%	69%	31%	Recommend
2A	Raised Medians and Red Curbs	10%	17%	59%	41%	54%	36%	Not Recommend
3	New Right Turn Restriction & Signal Modification “Speed Control”	11%	17%	49%	42%	82%	18%	Recommend
4	Restripe median	11%	18%	33%	67%	66%	34%	Recommend
5	Add EB Protected Left and “Speed Control”	10%	17%	85%	15%	92%	8%	Recommend

RECOMMENDATION & SURVEY SUMMARY

#	Scope	No. of		Survey Results				
		Respondents		North		South		
		North	South	Yes	No	Yes	No	Recommendation
6	New Speed Humps, Striping and Signage	11%	17%	76%	24%	97%	3%	Recommend
7	New Yellow Centerline	10%	17%	82%	18%	79%	21%	Recommend
8	New Intersection Striping and Signage	11%	17%	83%	17%	97%	3%	Recommend
9	New ADA Ramps, Striping and Signage	11%	16%	85%	15%	89%	11%	Recommend
10	New Crosswalk	11%	17%	82%	18%	79%	21%	Recommend
11	New Crosswalk	11%	17%	78%	22%	82%	18%	Recommend
12	New Crosswalk	11%	17%	82%	18%	79%	21%	Recommend
13	New Crosswalk	11%	16%	83%	17%	81%	19%	Recommend

IMPLEMENTATION

PHASE I

Recommendation #	Location	Scope	Cost
3	Cliffwood & State College	New Right Turn Restriction	\$500
4	Cashew at Lambert	Restripe median	\$1,000
7	Buttonwood Drive	New Yellow Centerline	\$500
8	Apricot & Buttonwood	New Intersection Striping and Signage	\$4,500
10	Lambert & Country Lane	New Crosswalk	\$2,500
11	State College & Live Oak	New Crosswalk	\$500
12	State College & Park Lane	New Crosswalk	\$500
13	State College & Citrus	New Crosswalk	\$500
		TOTAL	\$10,500

RECOMMENDATIONS

PHASE 2

Recommendation #	Location	Scope	Cost
2	Cliffwood Avenue (Lambert to State College)	New Street Trees, Additional Speed Humps, New Striping and Signage	\$12,000
6	Balsa Avenue (Steve College and Carmichael Dr)	New Speed Humps, New Striping and Signage	\$10,000
9	Apricot & Laguna Canyon	New ADA Ramps, New Striping and Signage	\$25,000
		TOTAL	\$47,000

RECOMMENDATIONS

PHASE 3

Recommendation #	Location	Scope	Cost
1	Cliffwood & Lambert	Prohibit NB Thru, Signal Modification, New Striping and Signage	\$15,000-\$50,000*
		TOTAL	\$15,000-\$50,000*
*Cost based on grant approval. Lower cost is with grant, higher cost is without grant.			

RECOMMENDATIONS

PHASE 4

Recommendation #	Location	Scope	Cost
3	Cliffwood & State College	Signal Modification “Speed Control”	\$25,000 - \$75,000*
5	Balsa & State College	Add EB Protected Left and “Speed Control”	\$55,000- \$125,000*
		TOTAL	\$80,000 - \$200,000*

*Cost based on grant approval. Lower cost is with grant, higher cost is without grant.

TRAFFIC COMMITTEE RECOMMENDATIONS

- Traffic Committee's November 19, 2020 & January 21, 2021 Recommendation
 - Approve Traffic Recommendations #1 through #3, #6 through #13
 - Approve Traffic Recommendation #4, restripe median
 - Approve Traffic Recommendations #5 as a priority recommendation
 - Discontinuation Traffic Recommendation #2A with an option to revisit this later as needed.

STAFF'S RECOMMENDATION

1. Approve Traffic Committee's November 19, 2020 & January 21, 2021 Recommendation
2. Proceed with the 4 Phases
 - Phase 1 & 2 with Current CIP Budget
 - Phase 3 with Lambert TSSP Grant
 - Phase 4 Apply for OCTA Grant & Add to Upcoming CIP

QUESTIONS ?

November 16, 2020

Michael Ho
City Engineer
City of Brea
1 Civic Center Circle
Brea, Ca 92821

LLG Reference: 1-19-4368-6

Subject: **Draft Traffic Calming Study Report for the Cliffwood
Neighborhood**
City of Brea, California

Dear Mr. Ho:

The consulting firm of Linscott, Law & Greenspan, Engineers is pleased to present this Draft Traffic Calming Study Report for the Cliffwood neighborhood. This draft report summarizes neighborhood study efforts, community outreach, and a set of traffic control recommendations for consideration by the City of Brea Traffic Committee and the City of Brea City Council.

BACKGROUND

For many years, the residents living in the area bounded by State College Boulevard, Lambert Road, and Cliffwood Avenue have voiced concerns about speeding and cut-through traffic in their neighborhood, particularly along Cliffwood Avenue between the traffic signals at Lambert Road and State College Boulevard. In 2003, the City installed two speed humps on Cliffwood Avenue in an effort to address speeding. In 2016, the City received a resident petition requesting a reevaluation of the existing speed humps and consideration of alternative traffic calming measures in the neighborhood. The resident request cited excessive cut-through traffic, high vehicle speeds, and public safety concerns. A consultant was retained to study the traffic characteristics in the area and to make traffic calming recommendations for the study area bounded by Cliffwood Avenue, State College Boulevard, and Lambert Road.

After gathering and analyzing traffic data, the consultant recommended a series of traffic control measures for the study area. In November of 2018, those measures were reviewed by the City's Traffic Committee and the installation of temporary traffic diverters were approved at the intersection of Cliffwood Avenue and State College Boulevard, and at the intersection of Lambert Road and Cashew Avenue.

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Kalyan C. Yellapu, PE

The traffic diverters were installed in January of 2019. After the public voiced numerous concerns, the Traffic Committee held two subsequent meetings to discuss the matter, ultimately deciding to have the temporary traffic diverters removed, and forwarded a recommendation to City Council that a working group be formed including residents from both sides of State College Boulevard in order to work together towards a comprehensive solution. The City Council approved the formation of the Working Group in May of 2019.

The first Working Group meeting was held on August 28, 2019. The objectives of the meeting were to provide an introduction of Working Group members and City staff; to discuss the roles, responsibilities, and goals for the group; and to identify, outline, and collectively discuss neighborhood traffic issues. The new City Traffic Engineer was in attendance at the meeting and was tasked with listening to the group and developing a traffic study proposal to take a fresh look at possible traffic calming measures for not only the residential neighborhood to the south of State College Boulevard, but the larger residential community north of Lambert Road and east of Brea Boulevard. That proposal, which was ultimately approved by City Council on October 15, 2019, included a scope of work focused on soliciting input from the Working Group, conducting traffic studies and analyses, developing traffic control recommendations, and assisting the Working Group in reaching a consensus on a recommended traffic calming action plan which could be presented to the Traffic Committee and ultimately to City Council for consideration and subsequent implementation.

This draft study report summarizes the Working Group meetings, study activities conducted, community outreach, and the final set of traffic control recommendations for consideration by the Traffic Committee and the City Council.

DOCUMENT REVIEW AND TRAFFIC DATA

The first step in the study effort was to review the reports, presentations, and traffic data that was gathered during the initial study effort. Early in this effort there were opinions expressed by some members of the Working Group that gathering new data was not necessary since sufficient data and analysis was conducted previously. Furthermore, with the Lambert Interchange Improvement Project already underway and the holidays fast approaching, it was assumed that any traffic data gathered before the end of the year may not be reflective of typical conditions. Therefore, the decision was made to forgo the collection of additional traffic data until later in the process, if it was needed to validate recommendations or to investigate new concerns expressed by the Working Group or the public. Unfortunately, in early 2020 the COVID-19 pandemic struck, which led to widespread societal changes resulting in a significant increase in employees working from home or telecommuting, school closures, and a significant slowdown in retail, dining, and entertainment activity.

These changes have also had a profound impact on traffic conditions that are on-going and will most certainly delay a return to normal traffic conditions for some unknown time to come. Fortunately, significant pre-study data and analysis was performed that provided an excellent technical base from which to review and discuss with the study team and the Working Group. These outside factors affecting traffic conditions resulted in a shift from the traditional study effort, heavily reliant on traffic data gathering and analysis, to a more collaborative, neighborhood-centric approach where neighborhood streets were qualitatively assessed in person by technical staff and recommendations were developed based on the goal of improving safety and residential quality of life.

WORKING GROUP MEETINGS

Subsequent to the first Working Group meeting in August of 2019, the group met three additional times during the study effort. City representatives in attendance at each of the meetings included up to two Traffic Committee members, the Director of Public Works, the City Engineer, the City Traffic Engineer, and a representative of the Brea Police Department. Each of the three meetings were over two hours in length with passionate participation by most in attendance.

The second meeting of the Working Group was held in mid-December of 2019. During this meeting the City Traffic Engineer outlined the study work plan as approved by City Council, asked clarifying questions of the group based on traffic issues/concerns outlined by attendees of the first meeting, and solicited input from the group on the applicability of a series of potential traffic control measures.

The third meeting of the Working Group was held in late February of 2020. During this meeting the City Traffic Engineer provided a summary of the December meeting, discussed collision history, provided an update on traffic signal timing changes that were implemented to improve safety, and outlined a series of traffic calming possibilities for the neighborhood.

The fourth meeting of the Working Group was held in late June. To be as inclusive as possible during the pandemic, this meeting was conducted as a combined in-person and virtual meeting. During this meeting the City Engineer provided a summary of study activities, outlined a thirteen-measure traffic calming plan, and lead a discussion about the benefits and drawbacks of the various proposed traffic calming measures. Most of the discussion centered around truck traffic on Cliffwood, the measures proposed for Cliffwood, the measures proposed at the two Cliffwood traffic signals, and the measures proposed for Lambert Road and Cashew. Although most in the group expressed support for, or no opinion about, the recommendations to modernize the traffic signals along State College Blvd and the recommendations involving the neighborhood north of State College, there was no clear consensus

reached among the group relating to the recommendations for Cliffwood or Cashew. At the conclusion of the meeting the group was asked to take a couple of weeks to review the thirteen traffic calming recommendation drawings presented at the meeting and to forward any questions or comments to the City Engineer. Input received at the meeting, and subsequently from the group, was used to amend the recommendations and to frame the recommendation pros and cons discussion at the community meeting.

At the conclusion of the fourth meeting the Working Group was told that the next step in the processes would be to hold a community meeting to seek input from the neighborhood at large in order to finalize the list of recommendations presented to the Traffic Committee for consideration.

Working Group meeting summaries for the three meetings outlined above are provided in Attachment A.

TRAFFIC SIGNAL TIMING SAFETY MEASURES IMPLEMENTED

During the first Working Group meeting in August of 2019, participants discussed their fears of crossing State College Boulevard via car, bike, or walking due to the high speed of traffic, red-light running, and other aggressive driver behavior exhibited by motorists traveling through State College Boulevard in both directions. Observations of similar aggressive driver behavior on Lambert Road at the Cliffwood Avenue traffic signal was also reported by the participants. Based upon the reported observations, it was decided to review the traffic signal timing for the two traffic signals on State College Boulevard and the one traffic signal on Lambert Road. Based on an operational review of all three traffic signals both in the field and remotely through the City's centralized traffic control system, it was decided to make a number of traffic signal programing changes to address the reported aggressive driver behavior and to enhance safety for residents entering and exiting their neighborhood via State College Boulevard and/or Lambert Road. Those timing changes included lengthening pedestrian crossing times, adjusting yellow intervals, increasing minimum green times for Cliffwood and for Balsa, and lengthening the all-red change interval between the ending of a green-light for one direction of traffic flow and the onset of a green-light for a conflicting direction of traffic. These programing changes were implemented in December of 2019.

TRAFFIC CALMING RECOMMENDATIONS

The initial traffic calming recommendations were developed by traffic engineers based on a review of traffic data and reports, collision records, input received from the Working Group, and neighborhood field observations of traffic controls and

traffic flow. There were thirteen initial recommendations, loosely based on their geographic locations, with four recommendations for the neighborhood south of State College Boulevard, five recommendations along State College Boulevard, and four recommendations for the neighborhood north of State College Boulevard. A brief summary of the thirteen traffic calming recommendations is outlined below while graphical depictions as presented at the Virtual Community Meeting are provided in Attachment B.

Recommendation #1: Cliffwood Ave & Lambert Road

This recommendation would prohibit the northbound through movement from the commercial area south of Lambert into the residential neighborhood to the north through signage, markings, and traffic signal modifications. This change would not create a physical barrier to northbound through traffic at Cliffwood, but should significantly reduce commute and commercial traffic using Cliffwood as a cut-thru from Lambert to State College.

Recommendation #2: Cliffwood Ave between Lambert Road & State College Blvd

This recommendation would add and/or replace nine missing street trees, add one additional speed hump mid-block, and implement minor signage and marking changes. The addition of a speed hump in between the two existing speed humps could improve the effectiveness of the speed humps and discourage commercial and through traffic. The addition of nine new trees will narrow the visual appearance of the street creating a more neighborhood character to the street.

Recommendation #2A: Cliffwood Avenue Truck Control Measure

This recommendation was not presented to the Working Group at the June meeting, but was developed after that meeting in response to comments received from the Working Group requesting that the City do more to address truck traffic on Cliffwood. This recommendation would construct small 4-foot wide raised median islands narrowing the entry onto Cliffwood at both Lambert and at State College. The median islands would be designed to discourage truck traffic while still providing emergency vehicle access to the neighborhood by installing red zones adjacent to the medians to eliminate parking adjacent to four homes. This recommendation was presented at the virtual community meeting in September.

Recommendation #3: Cliffwood Ave & State College Blvd

This recommendation would install an eastbound “no right-turn” prohibition that would be effective between the hours of 7am and 10am and it would modernize the traffic signal to provide a “speed control” function during off-peak hours along State College. The right-turn prohibition is being recommended to address motorists with no destination in the neighborhood

using Cliffwood to circulate through the neighborhood in the morning. The recommended “speed control” operation is designed to reduce traffic speeds on State College by introducing a red light to slow traffic traveling over the speed limit. Traffic traveling in accordance with the speed limit on State College would be rewarded with a green light without having to stop.

Recommendation #4: Cashew Ave & Lambert Road

This recommendation would remove the eastbound left-turn pocket and replace it with a two-way left turn lane and install an eastbound no left-turn prohibition effective between the hours of 7am and 10am to address motorists using the Cashew to Balsa path between Lambert and State College as a cut-through.

Recommendation #5: Balsa Ave & State College Blvd

This recommendation would upgrade the traffic signal at the Balsa and State College intersection to provide an eastbound protected left-turn arrow to address an elevated collision rate. The traffic signal would also be modernized to provide the same “speed control” operation off-peak as recommended at the Cliffwood and State College intersection so that the two signals can work together in calming traffic speeds along State College.

Recommendation #6: Balsa Ave between State College Blvd & Carmichael Drive

This recommendation would install two speed humps with associated signs and markings along Balsa between State College and Carmichael to slow traffic speeds. The residents along Balsa have submitted a petition in support of speed humps along their stretch of street.

Recommendation #7: Buttonwood Drive & Cliffwood Ave

This recommendation would include the installation of the yellow centerline markings along Buttonwood in the vicinity of Cliffwood Avenue. This subtle change in pavement marking helps keep motorists on the right side of the road and helps prevent cutting of the corners at higher speeds.

Recommendation #8: Apricot Ave & Buttonwood Drive

This recommendation would add all-way stop control and a second school crosswalk at this three-legged intersection. To support this change in traffic controls, the slow school crossing pavement markings would be eliminated, yellow centerlines extended, and limit lines installed.

Recommendation #9: Apricot Ave & Laguna Canyon Way

This recommendation would add a third yellow school crosswalk along the southern leg of the intersection, add white limit lines for the northbound and southbound approaches, and upgrade the pedestrian access ramps to current

standards. This recommendation is designed to increase the visibility of the crossings and stop controls, and improve compliance with the traffic controls at the intersection during periods of student arrivals and departures.

Recommendations #10 – #13: New Pedestrian Crosswalks at Various Locations

These recommendations would add four new crosswalks to heighten motorist's awareness when traveling on Lambert and on State College that they should expect to encounter pedestrians crossing the side streets. The four new crosswalks are proposed at the following locations:

- *North leg of Lambert & Country Lane*
- *South leg of State College & Live Oak Street*
- *South leg of State College & Park Lane*
- *North leg of State College & Citrus Place*

VIRTUAL COMMUNITY MEETING

In July of 2020, the City mailed out over one thousand community meeting invites to residents living within in the study area. The community meeting was held as a virtual webinar type presentation and meeting on Zoom on September 9, 2020. Public attendance fluctuated throughout the approximately two-hour event; however, forty-one discrete, simultaneous public logins were the most at any one given time. City panelists included the Acting Police Chief, Deputy Fire Chief, Public Works Director, City Engineer, and City Traffic Engineer. The presentation portion of the meeting included a summary of the history of the traffic calming efforts in the neighborhood, a presentation of the recommendations described above, an overview of the benefits and drawbacks of each recommendation along with a summary of comments received from the Working Group, and perspectives from both Police and Fire representatives. The public was encouraged to use the chat function of Zoom to submit questions to the meeting panelists. Ultimately, the panelists answered twenty-six chat questions and responded to statements and questions from six public speakers. A summary of the meeting, questions, and answers is provided in Attachment C.

COMMUNITY TRAFFIC CALMING SURVEY

In October of 2020, the City mailed out a second letter inviting residents to participate in an online Community Traffic Calming Survey and directing them to online links that included a recording of the community meeting, a written summary of that same meeting, and a full set of the traffic calming recommendation drawings. This second community mailing was sent to the same addresses that received the original notice of the virtual community meeting. The survey contained a total of seventeen questions primarily providing residents the opportunity to indicate if they supported or opposed each of the traffic calming recommendations and to provide

comments if so desired. A summary of the questions and responses is provided in Attachment D.

There were over one hundred and twenty surveys completed by the residents of the neighborhood. The level of resident response received is considered excellent considering that it was about twice that of the number of residents that participated in the virtual community meeting. The survey responses revealed that about fifty percent of the respondents had either participated in or had watched the recording of the community meeting. Two-thirds of the survey respondents were individuals that resided north of State College, while the remaining one-third resided south of State College. Fifty-four percent of the survey respondents indicated that they felt that traffic issues were either the most important issue needing to be addressed in their neighborhood or were a significant concern that needed to be addressed. Eighteen percent of respondents indicated that traffic issues were an inconvenience, and twenty-eight percent felt that traffic issues are not really a problem or not worth addressing.

In reviewing the survey responses only one traffic calming recommendation did not garner at least fifty percent support from the survey respondents. Fifty-six percent of survey respondents indicated that they opposed the implementation of the recommendation to prohibit eastbound left-turns on Lambert Road at Cashew Avenue between the hours of 7am-10pm. Based on the survey results, it is most likely that the majority of residents do not support the recommended traffic control changes to the Cashew Avenue and Lambert Road intersection as outlined in Recommendation #4.

Based the survey responses, it appears that there is a greater than two-thirds supermajority level of support within the neighborhood for planting additional trees and installing an additional speed hump on Cliffwood Avenue, installing speed humps along Balsa Avenue, making traffic control changes along Buttonwood Drive, modernizing the State College and Balsa traffic signal with an eastbound left-turn arrow and speed control features, and additional crosswalks along State College Boulevard and Lambert Road. Based on the survey results, it is most likely that the majority of residents support the implementation of traffic control changes outlined in Recommendation #2 as well as #5 – #13 as presented at the community meeting.

Three of the traffic calming recommendations received greater than fifty percent support but less than a two-thirds supermajority level of support. Those three recommendations included the proposed change to the Cliffwood Avenue & Lambert Road traffic signal to prohibit northbound commercial traffic from driving straight into the residential neighborhood (60%), modernization of the Cliffwood Avenue & State College Boulevard traffic signal with speed control measures and eastbound right-turn prohibition from 7am -10am (58%), and the small raised medians on Cliffwood Avenue at Lambert Road and at State College Boulevard (56%). Although a supermajority level of community support for traffic calming measures is ideal, it

should not be deemed an absolute requirement for implementation. Based on the survey results, it is likely that more residents support the implementation of the traffic control changes outlined in Recommendations #1 and #3 than oppose those changes. However, it appears that residents may be split evenly on whether or not to implement the raised medians on Cliffwood Avenue.

TRAFFIC CALMING ACTION PLAN CONSIDERATIONS

Although it may be clear from the Community Traffic Calming Survey responses that there is significant resident support for the majority of the traffic calming recommendations along State College Boulevard and in the residential area to the north, it is less clear if the recommendations focused on Cliffwood Avenue and Cashew Avenue to the south of State College have a sufficient level of neighborhood support or acceptance to be welcomed additions to the traffic control scheme in the neighborhood. Therefore, it is important to look at each of the technical elements of those recommendations to determine which traffic control measures should be eliminated and which should be included in the recommendations forwarded to the Traffic Committee and the City Council for their consideration.

Based on the feedback received from the Working Group and the public through the community outreach process, it is clear that many residents question the need for, and the potential effectiveness of, turn prohibitions by time-of-day. In addition, a number of Working Group members brought forward strong arguments that such turn restrictions could lead to motorists by-passing the restrictions by taking alternate routes through the neighborhood actually increasing the number of miles driven on neighborhood streets. Based on those doubts combined with enforceability concerns related to turn restrictions brought forward by the Police Department, it is clear that the part-time turn prohibitions at both the Cashew Avenue and Lambert Road intersection and at the Cliffwood Avenue and State College Boulevard location should not be a part of the neighborhood traffic calming plan moving forward for further consideration.

Upon further consideration of both written and verbal comments received related to the proposed traffic control changes at Cliffwood Avenue and State College Boulevard (Recommendation #3), it seems that most individuals that opposed the recommendation were opposed to the part-time eastbound right-turn prohibition and not to the modernization of the traffic signal to provide speed control capabilities. This is further evidenced by the fact that survey respondents overwhelmingly supported the modernization of the Balsa Avenue and State College Boulevard traffic signal with speed control capabilities at an 86% level of support (Recommendation #5). Furthermore, having two traffic signals working in concert to control vehicle speeds along State College Boulevard will be far more effective than just one signal. Therefore, in consideration of both the resident feedback received and the speed

control benefits, the Cliffwood Avenue and State College Boulevard recommendation without the eastbound part-time right-turn prohibition should be included in the traffic control plan moving forward for further consideration.

Much discussion was had throughout the study process related to the proposed change to the Cliffwood Avenue and Lambert Road intersection to prohibit northbound commercial traffic from driving straight into the Cliffwood neighborhood (Recommendation #1). Although some residents expressed their belief that without a physical barrier or rigorous Police enforcement that signs and markings would be ineffective; the deployment of similar traffic control measures in other cities have been successful in protecting residential neighborhoods from excessive commercial traffic intrusion. Based on traffic studies conducted before the pandemic, approximately 170 vehicles travel on Cliffwood Avenue during the two-hour afternoon peak, of which approximately 45% or about 75 vehicles are likely not residents of the study area but commuters using Cliffwood Avenue for expediency or convenience. Implementation of the recommended northbound through traffic prohibition should reduce northbound commuter traffic on Cliffwood Avenue by about half without significantly impacting resident access to their neighborhood or inducing additional commuter traffic diversion within the neighborhood. Therefore, based on the anticipated effectiveness of the recommendation and the 60% level of support for the measure as demonstrated in the survey, this recommendation should be included in the traffic control plans moving forward for further consideration.

There was significant discussion at the Working Group meetings regarding large trucks using Cliffwood Avenue between Lambert Road and State College Boulevard as a short-cut. However, since Cliffwood is not a through street, nor does it provide direct access to a freeway or terminal facility, it is unlikely that the street provides any appreciable time savings as a short-cut for truckers especially considering the existing speed humps. Cliffwood is also signed with truck prohibitions; therefore, any truck over six thousand pounds traveling on the street without a destination within the neighborhood is subject to citation. In an effort to address the truck traffic concerns expressed by the residents of Cliffwood Avenue, a median island alternative (Recommendation #2A) was developed that would discourage truck turning movements onto Cliffwood Avenue from either Lambert Road or State College Boulevard. However, in order to continue to provide adequate emergency vehicle response access into the neighborhood, parking would need to be removed adjacent to four homes along Cliffwood Avenue. Since this recommendation was not discussed by the Working Group, only public input through the community meeting and the survey can be considered. The survey revealed that only 56% of respondents were in favor of the raised medians, with most of those opposed citing the loss of parking as the primary factor in their decision. One homeowner that resides in one of the four homes that would lose street parking has expressed opposition to the medians and the loss of parking to City staff, indicating that the loss of parking is too extreme a

measure since there is also no street parking allowed on either Lambert Road or on State College Boulevard. Since the level of support for the medians is within the margin of error for the survey (8%) we cannot be confident that the community is truly in support of this traffic control measure. Furthermore, although Cliffwood Avenue might experience the occasional truck trip in violation of the posted signs, there is no evidence that large trucks are excessively traveling on Cliffwood Avenue or that the rate of trucks on the street will increase in the future, especially with the installation of an additional speed hump on the street. Therefore, the construction of medians and the elimination of parking should not be a part of the neighborhood traffic calming plan moving forward for further consideration.

RECOMMENDED TRAFFIC CALMING ACTION PLAN

Based on the technical review and analysis, feedback from the Working Group, and community survey results, a four-phase Traffic Calming Action Plan has been developed for consideration of the Traffic Committee and the City Council. The phasing of the various plan components or elements is primarily based on possible implementation strategies designed to take advantage of grants and other cost savings measures. The Traffic Calming Action Plan is outlined on the following four pages by recommended implementation phase.

TRAFFIC CALMING ACTION PLAN

PHASE 1: Signage & Marking Changes **Estimated Subtotal Cost: \$9,000**

For the Phase 1 improvements, it is recommended that the City retain a traffic contractor that can make all the signage and marking changes at the various locations in a single day, thereby reducing overall costs to the City, perhaps below those which are provided below.

Buttonwood Drive & Cliffwood Ave

Complete the installation of the yellow centerline markings along Buttonwood in the vicinity of Cliffwood Avenue.

Estimated Cost: \$500

Apricot Ave & Buttonwood Drive

Install all-way stop control, add a second yellow school crosswalk and white limit lines, extend yellow centerlines, and remove the slow school crossing pavement markings.

Estimated Cost: \$4,500

Lambert Road & Country Lane

Install new crosswalk along the north leg of the intersection.

Estimated Cost: \$2,500

State College Boulevard & Live Oak Street

Install new crosswalk along the south leg of the intersection.

Estimated Cost: \$500

State College Boulevard & Park Lane

Install new crosswalk along the south leg of the intersection.

Estimated Cost: \$500

State College Boulevard & Citrus Place

Install new crosswalk along the north leg of the intersection.

Estimated Cost: \$500

TRAFFIC CALMING ACTION PLAN

PHASE 2: Street Modifications **Estimated Subtotal Cost: \$47,000**

It is recommended that the City retain a street contractor for the implementation of the Phase 2 improvements. Some equipment can be supplied by the City and tasks can be performed by City crews as appropriate to facilitate implementation or to reduce costs.

Cliffwood Ave between Lambert Road & State College Blvd

Add and/or replace nine missing street trees, add one additional speed hump mid-block, and implement minor signage and marking changes.

Estimated Cost: \$12,000

Implementation: The street contractor can construct the speed hump and complete the signage and marking changes with assistance or oversight by City crews. This work should be combined with the speed hump work outlined for Balsa. The street tree installations can be performed by City crews.

Balsa Ave between State College Blvd & Carmichael Drive

Install two speed humps with associated signs and markings.

Estimated Cost: \$10,000

Implementation: The street contractor can construct the speed humps and complete the signage and marking changes with assistance or oversight by City crews. This work should be combined with the speed hump work outlined for Cliffwood.

Apricot Ave & Laguna Canyon Way

Install a yellow school crosswalk across the southern leg of the intersection, add white limit lines for the northbound and southbound approaches, and upgrade the pedestrian access ramps to current standards.

Estimated Cost: \$25,000

Implementation: The street contractor can construct the four new access ramps and complete the signage and marking changes with assistance or oversight by City crews.

TRAFFIC CALMING ACTION PLAN

PHASE 3: Lambert Road Traffic Signal Modifications **Estimated Subtotal Cost: \$15,000 - \$50,000**

It is recommended that the City seek to incorporate the traffic signal modifications at this location into the Lambert Road Traffic Signal Synchronization Project (TSSP). Design of this multi-agency traffic signal improvement project is scheduled to begin in the first quarter of 2021 with construction completing by the second quarter of 2022. The Lambert TSSP project is 80% funded by OCTA so it is anticipated that implementation costs could vary based on the available budget and OCTA's willingness to assist in the funding of the work.

Cliffwood Ave & Lambert Road

Prohibit the northbound through movement from the commercial area south of Lambert into the residential neighborhood to the north through signage, markings, and traffic signal modifications.

Estimated Cost: If this work is incorporated into the Lambert TSSP project the cost to the City could be as low as \$15,000. Should the City fund the implementation of the project on its own the cost to the City is likely to be \$50,000.

TRAFFIC CALMING ACTION PLAN

PHASE 4: State College Traffic Signal Modifications **Estimated Subtotal Cost: \$80,000 - \$200,000**

It is recommended that the City combine both traffic signal projects on State College and pursue an OCTA Measure M grant to implement both projects simultaneously. The next OCTA Measure M grant cycle is coming up in October of 2021.

Cliffwood Ave & State College Blvd

Modernize the traffic signal to provide “speed control” functionality during off-peak hours along State College.

Estimated Cost: If a grant is secured for this work the cost to the City could be as low as \$25,000. Should the City fund the implementation of the project on its own the cost to the City is likely to be \$75,000.

Balsa Ave & State College Blvd

Upgrade the traffic signal to provide an eastbound protected left-turn arrow and “speed control” functionality during off-peak hours along State College.

Estimated Cost: If a grant is secured for this work the cost to the City could be as low as \$55,000. Should the City fund the implementation of the project on its own the cost to the City is likely to be \$125,000.

If you have any questions regarding the content or recommendations outlined in this report, please don't hesitate to give me a call to discuss at (562) 824-2071.

Thank you,



David Roseman, T.E.
Associate Principal
Linscott, Law & Greenspan, Engineers

Attachments:

- A: Working Group Meeting Summaries
- B: Traffic Calming Recommendation Graphics as Presented at the Virtual Community Meeting
- C: Summary of the Virtual Community Meeting
- D: Summary Results – Community Traffic Calming Survey

ATTACHMENT A

WORKING GROUP MEETING SUMMARIES



City of Brea

Public Works Memo

Date: December 20, 2019
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 12/11/19 PRELIMINARY FINDINGS MEETING SUMMARY

On December 11, 2019, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions & Agenda Review

In attendance was 7 Working Group members, 2 Traffic Committee members, Public Works Director, City Engineer, City Traffic Engineer and Brea Olinda USD member

2. Study Update

Public Works Director opened the meeting and provided a brief overview of the items that had taken place since the previous Working Group meeting held on August 28, 2019. Traffic Engineer provided a detailed overview and status for the approved scope of the Cliffwood Comprehensive Neighborhood Traffic Calming Study as summarized below:

- a. Coordination Meetings – TE plans on meeting with the group at least a couple more times to demonstrate the ideas and solutions for the area and to narrow down the final recommended improvements to the Traffic Committee.*
- b. Review Previous Studies – In developing the recommendations, TE will continue to review and utilize all the data that has been taken to minimize cost, time and efforts.*
- c. Engineering Field Reviews – TE has and will continue to perform field investigations as the ideas and solutions are being developed to solidify his judgement.*
- d. Gathering of Traffic Data – None has been taken as of yet. With a plan in place, he has the direction to order the traffic data that met the needs of the group and his recommendations.*
- e. Development of Traffic Calming Studies – TE summarized that once the findings and recommendations come to a consensus with the Working Group, it will be in a form of a complete Neighborhood Traffic Calming Study as a final deliverable.*
- f. Presentation of Final Report to Traffic Commission and Council – Once the findings and recommendations have been presented and come to a consensus with the Working Group, the TE will present the Neighborhood Traffic Calming Study to the Traffic Committee and ultimately the City Council.*

The overall goal of this study is to improve the quality of life and safety within the study area.

3. Clarifications

TE engaged the Group with the need to clarify several items regarding the following topics:

- a. Commercial traffic trucks traveling on Cliffwood*
- b. Commuter traffic using Cliffwood*
- c. Traffic on State College Blvd running red lights from Lambert to Brea Blvd*
- d. Radar speed signs ineffective for the speeding on State College Blvd*
- e. Concern for pedestrian safety on State College Blvd*
- f. Safety concerns entering and exiting the neighborhood at Lambert & Cashew intersection*
- g. Concern for traffic safety near and around Fanning*
- h. Speeding on Balsa between Carmichael & State College Blvd*

4. Cliffwood Group Comments

TE and/or Group had the following suggestions:

- Making Buttonwood & Apricot a 4-way stop in lieu of speed humps and a crossing.
- Have the crosswalk painted white as opposed to yellow at Cliffwood & State College Blvd. Yellow painted crosswalks not as effective as white markings
- Modify signage indicating fines for truck travelling on Cliffwood as a deterrent
- Upgrade the traffic signal red, green yellow balls from an 8" lens to a 12" lens for greater visibility
- Adjust the operation of the signal & crosswalk location at the intersection so that it allows more time on the light (follow new standards)
- Traffic signal timing changes to follow new standards
- Modify signal timing at Cliffwood and State College Blvd to help cut down on the speeders on Cliffwood
- Erect something to prevent trucks from using Cliffwood (overhead limit bar)
- Operate the traffic signals during the off peak to "rest in red" to calm the speeding on State College Blvd
- Add additional signage
- Speed humps on Balsa

Staff emphasized at the meeting that it intended to implement signal timing changes immediately to improve safety. Staff also stated that by studying and identifying other potential safety concerns in no way reduced the emphasis or the amount of time that needs to be spent to address the main issue of cut-through traffic on Cliffwood.

5. Next Steps

Staff explained that City Traffic Engineer will continue working on the study. PW Director advised that the City will have the next meeting in February where the TE will present his preliminary recommendations. If there is consensus on the recommendations, the recommendations will be presented to the affected residents at a community meeting, Traffic Committee and finally to City Council. If there is no consensus at the February meeting, the recommendations will be refined and another Group meeting will be scheduled.

The meeting concluded at 8:15pm.



City of Brea

Public Works Memo

Date: March 12, 2020
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 2/24/20 TRAFFIC CALMING PLAN DEVELOPMENT MEETING SUMMARY

On February 24, 2020, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions

In attendance was 10 Working Group members, 2 Traffic Committee members, Public Works Director, City Engineer, City Traffic Engineer (CTE), Communications & Marketing Manager, Police LT and Brea Olinda USD representative.

2. Overview of Traffic Calming Study Meeting #1

Public Works Director opened the meeting and provided a brief opening remarks and handed the meeting over to the City Traffic Engineer (CTE). The CTE provided a detailed overview of the items that had taken place since the previous Working Group meeting held on December 11, 2019. There were no comments or questions from the group related to the overview provided.

3. Intersection Collision History

CTE engaged the group and provided a summary of his findings of the traffic collision history for the following intersections.

- a. Cliffwood and State College*
- b. Cliffwood and Lambert*
- c. Cashew and Lambert*
- d. Balsa and State College*

The CTE indicated that the State College & Balsa intersection experienced seven reported collisions over the past two years, which was the highest of the four intersections reviewed. All of those collisions involved westbound vehicles and five involved one party making a left-turn. The intersection of Cliffwood and Lambert experienced five reported collisions over the past two years primarily involving eastbound motorists. The intersection of

Cliffwood and Sate College experienced two reported collisions in 2018 and none in 2019. The intersection of Cashew and Lambert experienced no reported collisions in the last two years.

4. Update on Traffic Signal Timing

CTE provided an update on the December implementation of revised traffic signal timing parameters for the two signals on Cliffwood and one signal on Balsa. The new parameters included increased yellow times, adjusted all-red intervals, revised pedestrian clearance intervals, implementation of bicycle timing, and adjustments to vehicle detection. The intent of the changes were to enhance public safety and improve traffic signal responsiveness to neighborhood traffic. Some group members indicated they had noticed the change in operation and felt the changes were a positive change.

5. Traffic Calming Possibilities Discussion

Based upon the Group's last meeting input and findings in the field, CTE provided the following potential traffic calming options that could be considered as part of the Neighborhood Traffic Calming Plan. CTE provide the benefits and challenges for each of the suggestions.

- *Adjust the traffic signal timing progression parameters to better match the posted speed limit along State College at Balsa and at Cliffwood, with the intent being to slow vehicle speeds on State College.*
- *Adjust the signal timing to provide a "rest-in-red" operation off-peak along State College at both Balsa and at Cliffwood to slow the vehicles traveling north and south bound on State College.*
- *Implement a no thru movement sign/markings for northbound traffic at the intersection of Lambert and Cliffwood.*
- *Add a no right turn sign from 7am to 9am for vehicles traveling eastbound State College to southbound Cliffwood.*
- *Add a crosswalk crossing Country Lane at Lambert*
- *Add crosswalks crossing stop controlled side streets on State College (two locations).*
- *Add all way stop control at the Apricot and Buttonwood intersection.*
- *Add Speed Humps along Balsa north of State College.*
- *Add missing street trees along Cliffwood from State College to Lambert.*
- *Add new edge line striping along Cliffwood from State College to Lambert.*
- *Add one new speed hump along Cliffwood from State College to Lambert.*
- *Perform a warrant study for a proposed left turn signal movement for east bound State College to north bound Balsa.*
- *Investigate additional traffic calming measures for Cashew and Lambert.*
- *Review the speed humps, striping and signage along Buttonwood.*

The Group discussed the benefits and unintended consequences for the above items and CTE provided feedback, comments and answers to address the group's questions and concerns. CTE mentioned that these items discussed could be "tools in a toolbox" that could be phased-in based on effectiveness and budget.

6. Development of Traffic Calming Plan

Based on the Group's discussions, the Group provided direction to the CTE on moving forward with drafting of the Traffic Calming Plan to include a mix of the items discussed above. CTE estimates approximately six weeks to complete the draft plan, which will be presented to the Group at the next meeting.

7. Next Steps

CTE is to present the draft plan summarizing all the traffic calming measures recommended for the Neighborhood Traffic Calming Study at the next meeting tentatively planned for late April or early May 2020. Once the study is complete and approved by the Group, the Study will be presented to the affected Community, Traffic Committee and ultimately City Council.

The meeting concluded at 8:35pm.



City of Brea

Public Works Memo

Date: July 17, 2020
To: Working Group
From: Michael Ho, City Engineer
SUBJECT: CLIFFWOOD WORKING GROUP 6/29/20 TRAFFIC CALMING PLAN DEVELOPMENT MEETING SUMMARY

On June 29, 2020, the Cliffwood working group met and discussed the following agenda along with notes from the meeting:

1. Introductions

In attendance was 7 Working Group members, Traffic Committee member, Public Works Director, City Engineer, City Traffic Engineer (CTE), Police LT.

2. Overview of Traffic Calming Study Meeting #3

CTE opened the meeting and provided a brief opening remarks and provided an overview of the items that had taken place since the previous Working Group meeting held on February 24, 2020. There were no comments or questions from the group related to the overview provided.

3. Proposed Traffic Calming Elements

Based upon the Group's last meeting input and findings in the field, CTE provided the following potential traffic calming elements that could be considered as part of the Neighborhood Traffic Calming Plan. See Attachment.

1. LAMBERT AND CLIFFWOOD

Implement no thru movement sign/markings for northbound traffic at the intersection of Lambert and Cliffwood.

2. CLIFFWOOD

Add missing street trees along Cliffwood from State College to Lambert. Add one new speed hump along Cliffwood from State College to Lambert. Add

3. CLIFFWOOD AND STATE COLLEGE

Add a no right-turn sign from 7am to 10am for vehicles traveling northbound Cliffwood to eastbound State College. Adjust the signal timing to provide a “rest-in-red” operation off-peak along State College to slow the vehicles traveling on State College. Upgrade signal with new controller with advanced video detection and upgrade the existing 8” indicators to 12”.

4. LAMBERT AND CASHEW

Remove the eastbound left-turn pocket and replace with a two-way left turn lane. Add no left turn from 7am to 10am from eastbound Lambert to northbound Cashew.

5. STATE COLLEGE AND Balsa

Upgrade traffic signal to provide eastbound left-turn protected left-turn arrow. Update signal equipment to provide advanced video detection to provide a “rest-in-red” operation off-peak along State College.

6. Balsa AVENUE

Add Speed Humps along Balsa north of State College to Carmichael Drive.

7. CLIFFWOOD AND BUTTONWOOD

Install centerline pavement markings

8. APRICOT AND BUTTONWOOD

Add 3 way stop controlled intersection and add a pedestrian crosswalk along Apricot Avenue

9. APRICOT AND LAGUNA CANYON WAY

Add two new ADA ramps, upgrade two existing ADA ramps and new crosswalk along Apricot Avenue.

10. THRU 13. – ADD NEW PEDESTRIAN CROSSWALK AT THE FOLLOWING INTERSECTIONS

- LAMBERT AND COUNTRY LANE
- STATE COLLEGE AND LIVE OAK STREET
- STATE COLLEGE PARK LANE
- STATE COLLEGE AND CITRUS PLACE

4. Discussion:

The Group discussed each of the proposed traffic calming measures. The overall traffic calming plan seemed to be acceptable to the group, except for strong disagreements for the proposed measures for Cliffwood and Cashew/Lambert intersection. The following are the comments received from the group on the Cliffwood and Cashew/Lambert items:

- A. Cliffwood (Lambert to State College): A few residents that live on Cliffwood south of State College did not feel that the plan addressed the truck traffic they have observed along Cliffwood between State College and Lambert. The CTE stated that the proposed turning restrictions, new trees and additional speed hump along Cliffwood should help reduce the amount of truck traffic on the street. Additionally, select enforcement of the traffic restrictions would also help mitigate the issue. CTE said that staff would look into other possible ways of restricting truck traffic.
- B. Left Turn Restrictions @ State College/Cliffwood and Lambert/Cashew: There was a debate as to the effectiveness of these limited time turn restrictions. Some of the group felt that enforcement would be non-existent and others felt it was worth a try. One resident felt strongly that the eastbound left turn movement to northbound Cashew should not be allowed. Another felt that the intersection should be left as it is today with no restrictions. CTE said that staff would look into the time for the parking restrictions to minimize the impacts to the residents and maximize the compliance benefits.

A member felt that the proposed turn restriction signs would only be effective during the initial period. Over time as enforcement decreases, old habits will return and the cut-thru traffic will revert back to the same. This member felt that the proposed recommendations would not address any of the problems.

- C. Pomelo Traffic Calming: A member inquired as to existing traffic calming installation at the intersection of Pomelo and Lambert that has a physical barrier that does not allow for eastbound right turns onto Pomelo. The member was asking about the history of the implementation of that traffic calming measure. Staff mentioned that it was installed long ago based on the facts and circumstances at that time. Staff emphasized that the current study is looking at the current facts and circumstances for the area and would be evaluated on its own merits.
- D. Cut-Thru Traffic: Members that live on Cliffwood felt that the above recommendations 1 thru 4 will not solve the cut-thru traffic on Cliffwood and will not work. Individuals debated that residents from the north should not cut-thru Cliffwood and should travel around to take Lambert to State College.
- E. Miscellaneous: Residents from the neighborhood south of State College generally felt that this study has not addressed any of the needs they previously identified and thought it was a waste of time.

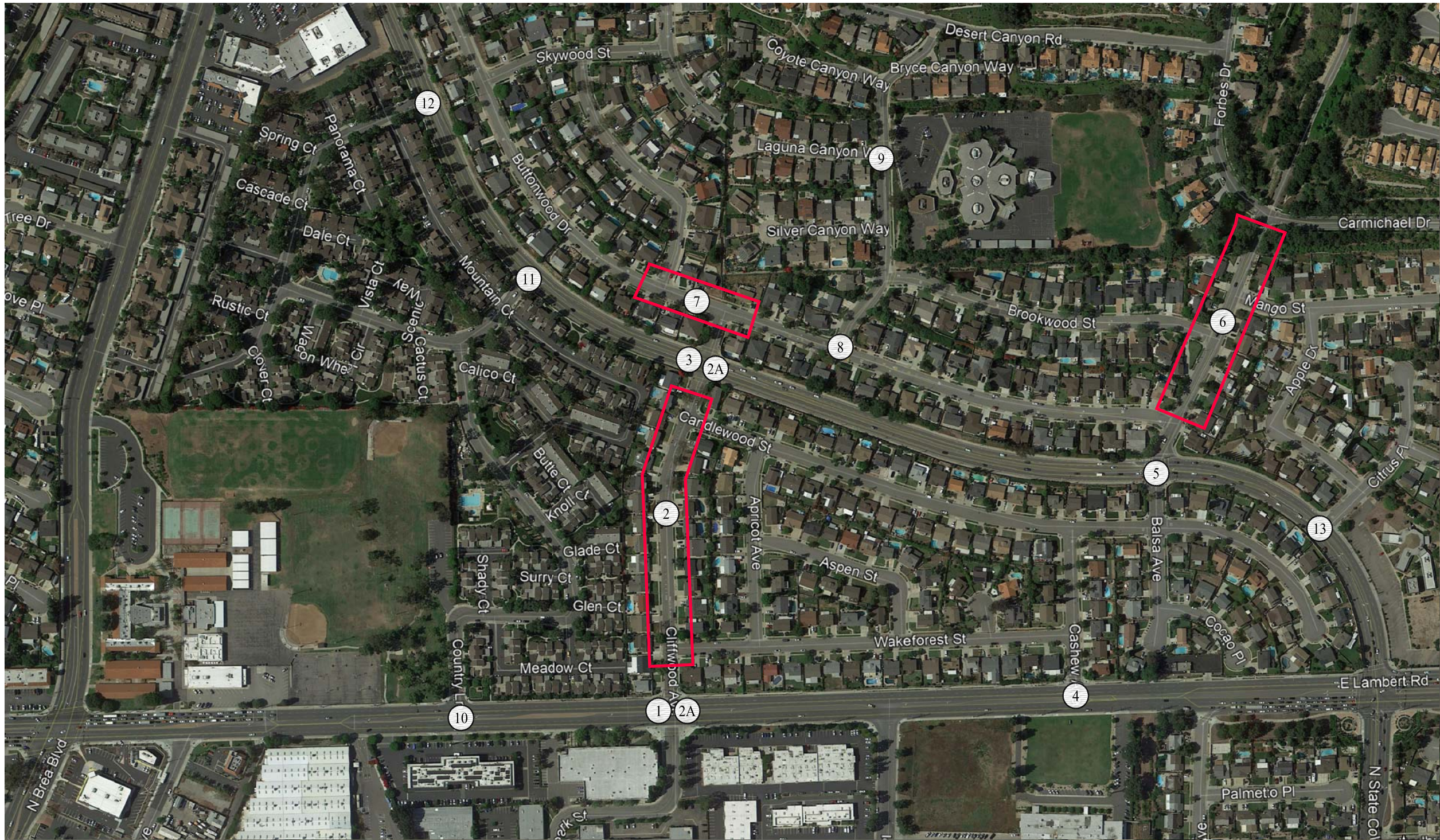
5. Next Steps:

Staff is planning on having a community meeting to present the proposed traffic elements and the Working Groups overall comments. Due to the recent COVID 19 event, a community meeting will need to be carefully conducted with all safety measures in place. After the community meeting, staff will incorporate community comments and present the draft Neighborhood Traffic Calming Plan to Traffic Committee and ultimately City Council for approval.

The meeting concluded at 8:47pm.

ATTACHMENT B

TRAFFIC CALMING RECOMMENDATION GRAPHICS AS PRESENTED AT THE VIRTUAL COMMUNITY MEETING



NOT TO SCALE

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATIONS NEIGHBORHOOD OVERVIEW MAP

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SCALE 1" = 50'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

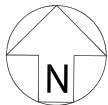
DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #1 CLIFFWOOD AVENUE & LAMBERT ROAD

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA



SCALE 1" = 80'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

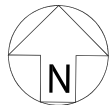
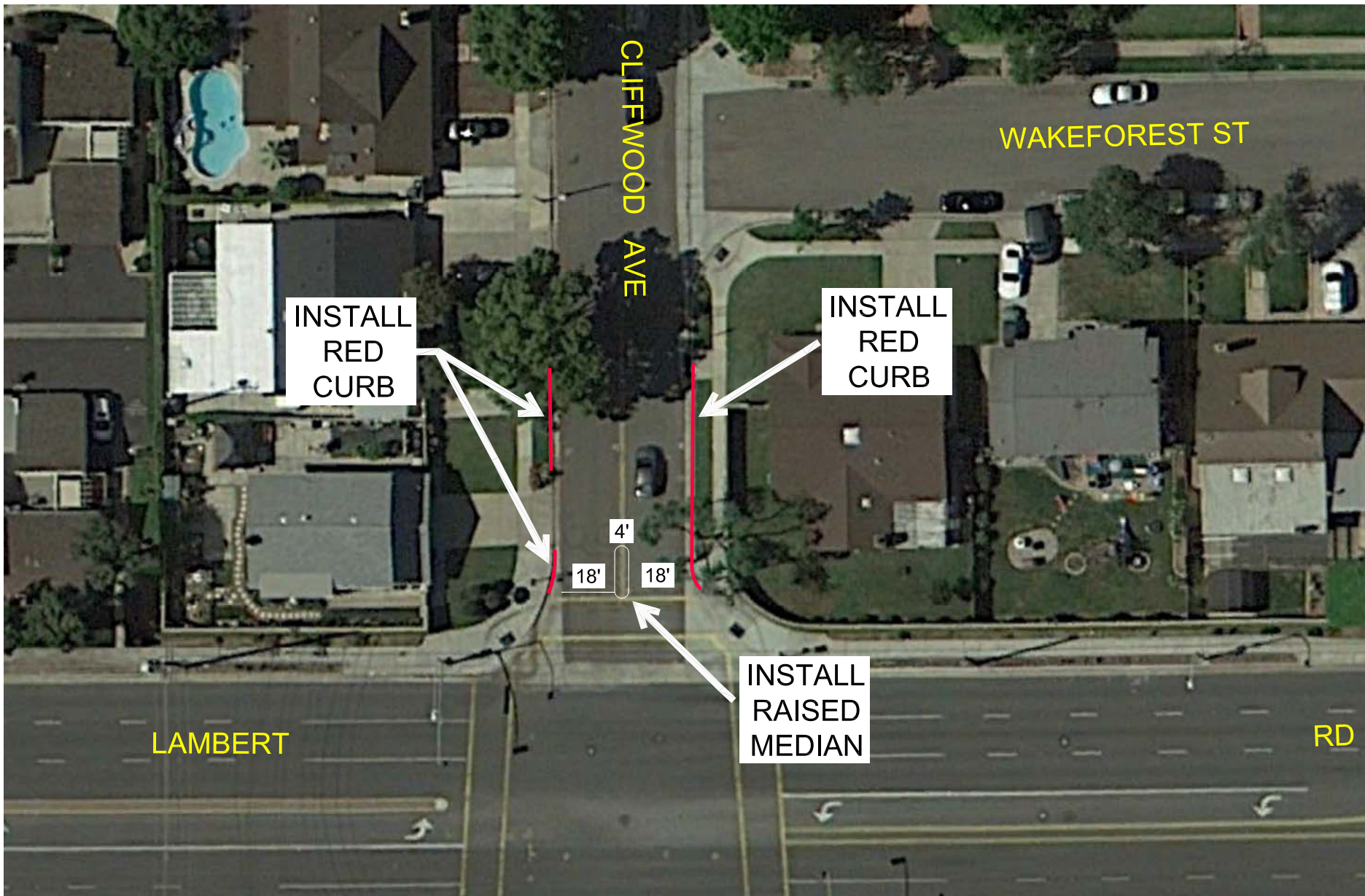
DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #2
CLIFFWOOD AVENUE BETWEEN
STATE COLLEGE BOULEVARD & LAMBERT ROAD

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA



SCALE 1" = 40'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATIONS #2A
CLIFFWOOD AVENUE MEDIANS
STATE COLLEGE BOULEVARD & LAMBERT ROAD

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CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

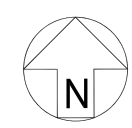
DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #3 CLIFFWOOD AVENUE & STATE COLLEGE BOULEVARD CITY OF BREA

LINSCOTT, LAW & GREENSPAN, engineers

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CITY TRAFFIC ENGINEER

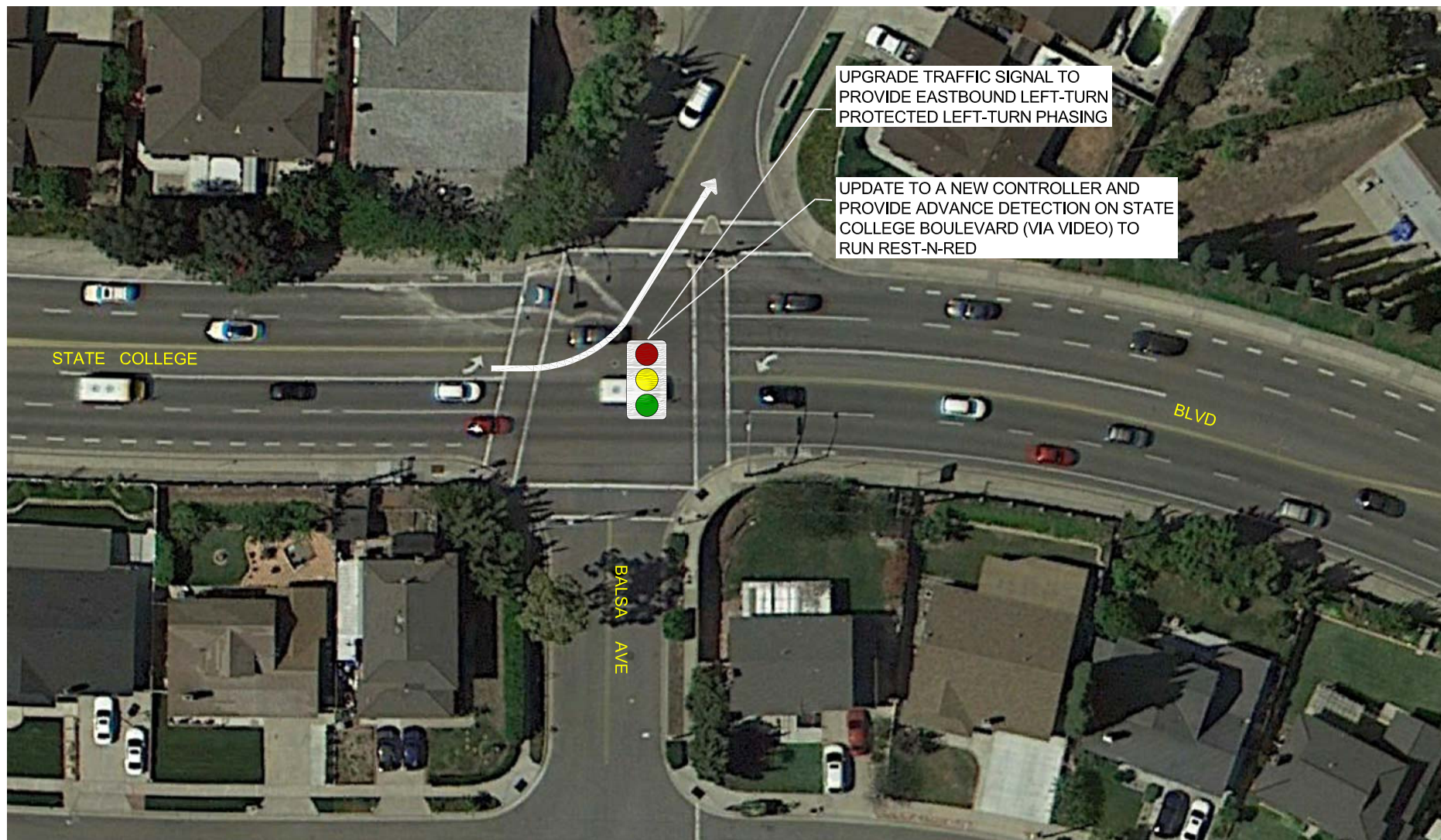
RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #4 CASHEW AVENUE & LAMBERT ROAD

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CITY TRAFFIC ENGINEER

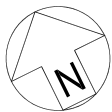
RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #5 BALSA AVENUE & STATE COLLEGE BOULEVARD CITY OF BREA

LINSCOTT, LAW & GREENSPAN, engineers



SCALE 1" = 80'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:

David Roseman

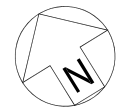
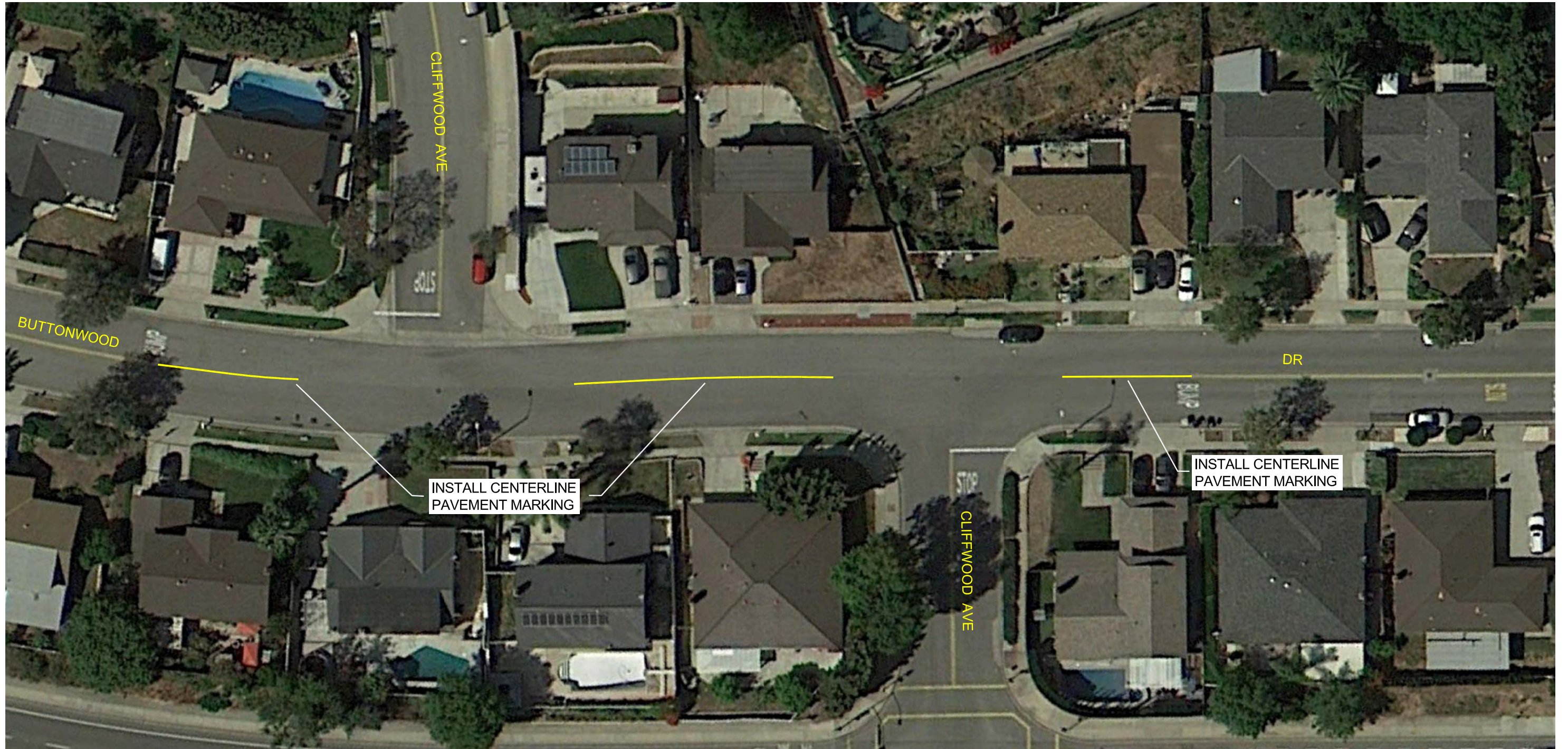
DIRECTOR OF PUBLIC WORKS

APPROVED BY:

Tony Olmos

TRAFFIC CALMING RECOMMENDATION #6 v2
BALSA AVENUE BETWEEN
STATE COLLEGE BOULEVARD & CARMICHAEL DRIVE
CITY OF BREA

LINSCOTT, LAW & GREENSPAN, engineers



SCALE 1" = 40'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

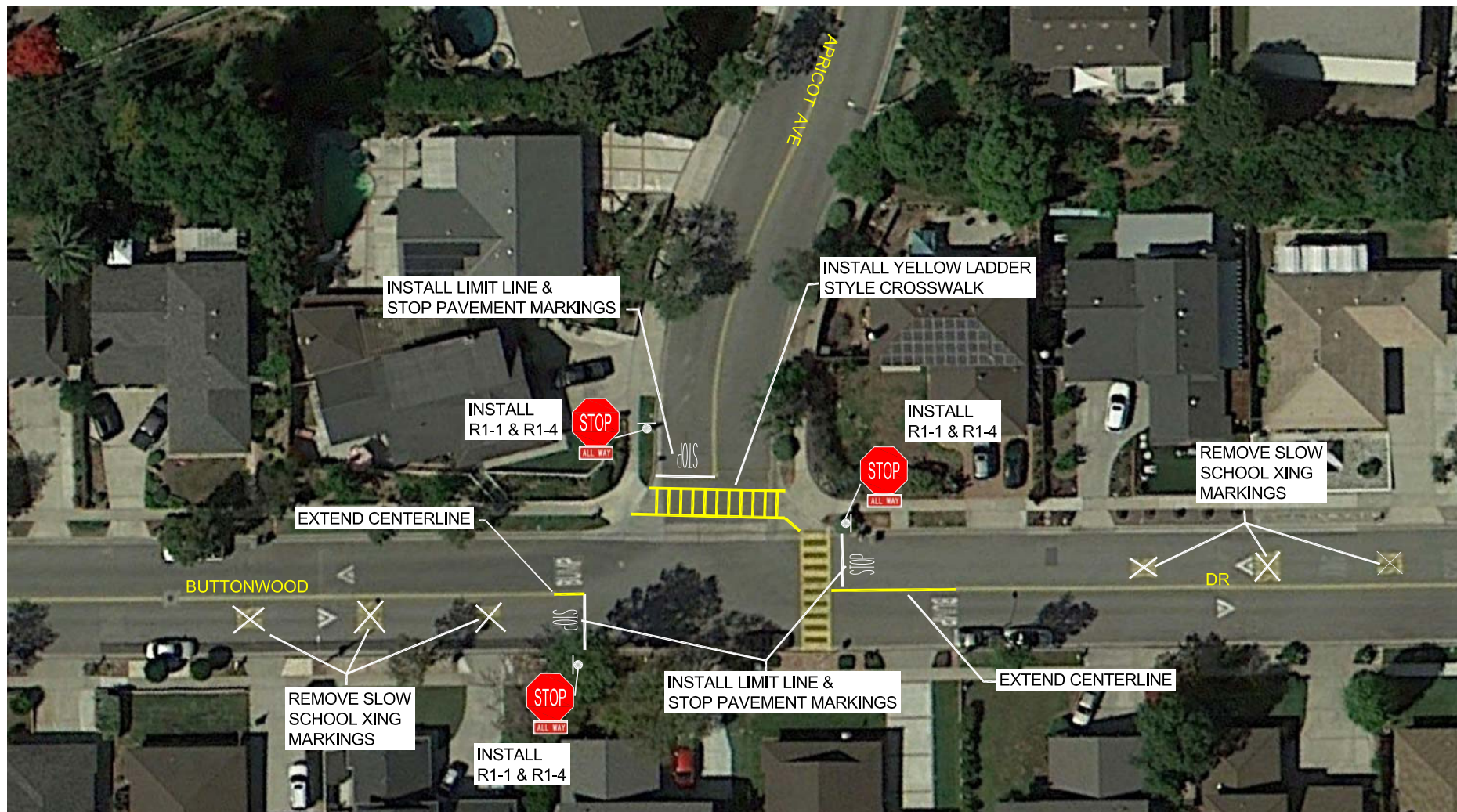
APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #7

CLIFFWOOD AVE & BUTTONWOOD DRIVE

CITY OF BREA

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SCALE 1" = 50'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #8 APRICOT AVENUE & BUTTONWOOD DRIVE CITY OF BREA

LINSCOTT, LAW & GREENSPAN, engineers

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SCALE 1" = 40'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #9 APRICOT AVENUE & LAGUNA CANYON WAY

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA

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SCALE 1" = 50'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #10 COUNTRY LANE & LAMBERT ROAD

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA

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SCALE 1" = 50'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #11 LIVE OAK STREET & STATE COLLEGE BOULEVARD CITY OF BREA

LINSCOTT, LAW & GREENSPAN, engineers



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SCALE 1" = 40'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #12 PARK LANE & STATE COLLEGE BOULEVARD

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA

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SCALE 1" = 40'

CITY TRAFFIC ENGINEER

RECOMMENDED BY:
David Roseman

DIRECTOR OF PUBLIC WORKS

APPROVED BY:
Tony Olmos

TRAFFIC CALMING RECOMMENDATION #13 CITRUS PLACE & STATE COLLEGE BOULEVARD

LINSCOTT, LAW & GREENSPAN, engineers

CITY OF BREA

ATTACHMENT C

SUMMARY OF THE VIRTUAL COMMUNITY MEETING



City of Brea

Public Works Memo

Date: October 12, 2020

To: Traffic Committee

From: Tony Olmos, Director of Public Works

SUBJECT: SEPTEMBER 9, 2020 COMMUNITY MEETING FOR THE NEIGHBORHOOD TRAFFIC CALMING PLAN DEVELOPMENT MEETING SUMMARY

On September 9, 2020, staff held a Community Meeting for the Neighborhood Traffic Calming to present the Cliffwood Working Group's discussions, recommendations and responses. The meeting at its highest point had about 41 participants.

I. Introductions

- *Acting Police Chief, Adam Hawley*
- *City Engineer, Michael Ho*
- *Deputy Fire Chief, Chris Nigg*
- *Public Works Director, Tony Olmos*
- *City Traffic Engineer, Dave Roseman.*

II. History

City Engineer provided a brief overview to the community of what had transpired over the years. He stated that City Council had directed staff to form a working group and to broaden the area to be studied. As a result, the working group has met four times and has reviewed the traffic study recommendations. Since there was no overall consensus reached by working group for all of the recommendations, staff decided to conclude the working group meetings and present the study recommendations to the affected community to seek additional comments before taking the recommendations to the Traffic Committee and then to City Council.

III. Traffic Study Recommendations

The City Traffic Engineer provided highlights of his qualifications and experience in preparing neighborhood traffic studies. He then presented traffic calming recommendations for 13 locations outlining the context as to why each recommendation was developed and the anticipated benefits and potential drawbacks. He also provided a brief summary of general comments received from the Working Group. A summary of the recommendations and information provided is as follows:

1. LAMBERT AND CLIFFWOOD

Prohibition of the northbound through movement from the commercial area south of Lambert into the residential neighborhood to the north through signage, markings, and traffic signal modifications. This change would not create a physical barrier to northbound through traffic at Cliffwood, but it should significantly reduce commute and commercial traffic using Cliffwood as a cut-thru from Lambert to State College. The Working Group had mixed opinions with some expressing support and others indicating that they did not feel that this measure would be effective without a physical barrier, it could divert traffic to other streets as motorists attempt to circumvent the prohibition, and most feeling that enforcement would be an issue. Police Department representatives commented that this may be difficult to enforce, but felt that substantial compliance could be achieved over time as motorists become familiar with the restrictions and through periodic selective enforcement.

2. CLIFFWOOD BETWEEN LAMBERT AND STATE COLLEGE

Add/replace missing street trees, add one new speed hump, and implement minor signage and marking changes. The addition of a speed hump in between the two existing speed humps could improve the effectiveness of the speed humps and discourage commercial and through traffic. The addition of nine new trees will narrow the visual appearance of the street creating a more neighborhood character of the street. Some from the Working Group expressed their skepticism about the proposed measures having any appreciable impact on traffic volumes, commercial traffic, or speeds. There was much discussion about the sizing of the trees since many felt that it would take too long for them to mature to be effective in changing the appearance of the street. Others also expressed the opinion that it would not hurt to give these measures a try.

Additional Recommendation 2A, which was not presented to the Working Group, but was developed in response to comments received from the Working Group on needing to do more to address truck traffic, was also presented at the meeting. This measure would construct small 4-foot wide raised medians narrowing the entry onto Cliffwood at both Lambert and at State College. The medians would be designed to discourage truck traffic; however, by adding red zones adjacent to the medians to eliminate some parking there would be sufficient width at both neighborhood entry points to accommodate emergency vehicles. The City is interested in hearing feedback from the community on this new recommendation.

3. CLIFFWOOD AND STATE COLLEGE

Install an eastbound “no right-turn” prohibition effective between the hours of 7am and 10am and modernize the traffic signal to provide a “speed control” function during off-peak hours along State College. The right-turn prohibition is being recommended to address motorists using Cliffwood to circulate through the neighborhood in the morning with no destination in the neighborhood. The

recommended “speed control” operation is designed to reduce traffic speeds on State College by introducing a red light to slow traffic traveling over the speed limit. Traffic traveling in accordance with the speed limit on State College would be rewarded with a green light without having to stop. Most Working Group members saw the proposed turn prohibition as problematic in that it wouldn’t be effective in preventing right-turns, it would be difficult to enforce, and it could divert traffic to other streets in the neighborhood.

4. LAMBERT AND CASHEW

Remove the eastbound left-turn pocket and replace it with a two-way left turn lane and install an eastbound no left-turn prohibition effective between the hours of 7am and 10am to address motorists using the Cashew to Balsa path between Lambert and State College as a cut-through. Some Working Group members felt the left-turn prohibition should be all day, others were not support of any prohibition of the left-turn movement. The Police Department commented that these types of turn restrictions are difficult to enforce; however, they thought eliminating the left-turn pocket would be a good first step to discouraging the turn movement.

5. STATE COLLEGE AND BALSA

Upgrade traffic signal at this intersection to provide an eastbound protected left-turn arrow to address an elevated collision rate. It was also recommended to modernize the traffic signal to provide the same “speed control” operation off-peak as recommended at State College and Cliffwood so that the two signals can work together in calming traffic speeds along State College. The Working Group generally supported this item.

6. BALSA AVENUE

Add two speed humps with associated signs and markings along Balsa between State College and Carmichael Drive to slow traffic speeds. The residents along Balsa have already submitted a petition in support of speed humps along their stretch of street. The Working Group generally supported this item; however, we also received comments suggesting slight relocations of the humps and a request to consider a crosswalk at Mango Street. Upon further investigation, the prevalence of driveways, intersections, and utility manholes along the street severely limit speed hump and crosswalk installation opportunities; therefore, the recommendation is to install two humps one near Buttonwood and one near Carmichael.

7. CLIFFWOOD AND BUTTONWOOD

Complete the installation of the yellow centerline markings along Buttonwood in the vicinity of Cliffwood Avenue. This subtle change in pavement markings helps keep motorists on the right side of the road and helps prevents cutting of the corners at higher speeds. The Working Group had no objections to this proposed change, although a few expressed skepticism that the change make any difference.

8. APRICOT AND BUTTONWOOD

Add all-way stop control and a second school crosswalk at this three-legged intersection. To support this change in traffic controls the slow school crossing pavement markings would be eliminated, yellow centerlines extended, and limit lines installed. There was general consensus among the Working Group that the all-way stop was a good idea, however, some questioned the need to remove the slow school crossing pavement markings. The removal of the markings is recommended to reduce traffic control clutter to heighten motorists awareness to the most important message, which is that traffic along Buttonwood is to stop at Apricot.

9. APRICOT AND LAGUNA CANYON WAY

Add a third yellow school crosswalk along the southern leg of the intersection, add white limit lines for north and south, and upgrade the curb ramps to current standards. This recommendation is designed to increase the visibility of the crossings and stop controls and add a little more order to the operation of the intersection. The Work Group expressed no opposition to the proposed improvements at the intersection.

10. THRU 13. – ADD NEW PEDESTRIAN CROSSWALKS AT VARIOUS LOCATIONS

The purpose of the proposed new crosswalks is to heighten motorist's awareness when traveling on Lambert and on State College that they should expect to encounter pedestrians crossing the side streets. The hope is that motorists will take greater care when driving by or turning right or left at these minor cross streets since pedestrians might be in the area or crossing. The Working Group expressed no opposition to the additional crosswalks at the following locations:

- NORTHLEG OF LAMBERT & COUNTRY LANE
- SOUTHLEG OF STATE COLLEGE & LIVE OAK STREET
- SOUTHLEG OF STATE COLLEGE & PARK LANE
- NORTHLEG OF STATE COLLEGE & CITRUS PLACE

IV. Working Group Comment Summary

The City Traffic Engineer provided a summary of the Working Group's comments. The four Working Group meetings had spirited discussions between all that attended as we talked about possibilities and explored options. There was general consensus among the Work Grouping for the traffic signal improvements along State College to control traffic speeds and improve safety. Some members questioned the costs of such improvements; however, it is likely that the City would pursue traffic grants to offset some or most of those costs. There was also general consensus for the improvements outlined along Balsa, Buttonwood, and Apricot within the neighborhood north of State College.

Much time and spirited discussion was had at the Working Group meetings regarding the traffic issues and possible recommendations for the neighborhood south of State College. Some members

of the Working Group felt that we weren't doing enough to reduce traffic volumes and commercial traffic impacts, others felt that the discussions were a waste of time, others felt that the improvements wouldn't be effective or would make it difficult to get around, and still others thought that some of the measures were good and worth pursuing. The one thing that the majority of the Working Group agreed upon was that the proposed traffic movement prohibitions would be too easy for motorists to violate and that the Police Department doesn't have the resources to effectively enforce those measures.

V. Public Safety Comments:

Deputy Fire Chief Chris Nigg spoke on a few items in response to the proposed recommendation #6, speed humps on Balsa Avenue and recommendation #2, speed humps on Cliffwood. He stated that the Fire Department will review the speed hump design so that it conforms to the Fire Department standards. The main concern was that the speed humps would increase response times. For recommendation #2, he is in favor for the proposed median curbs on Cliffwood that would eliminate large trucks turning onto Cliffwood from either State College or Lambert. In addition to the median, there will be red curbs to allow for their fire engines to safely maneuver onto Cliffwood.

Acting Police Chief spoke on a few of the recommendations. For recommendation #1, he felt that enforcing the turn restrictions may be difficult to man and provide the personnel. Like all new posted restrictions, there will be some needed education and monitoring over time. The effectiveness and feedback will be provided to engineering staff. For recommendation #3, his comments are similar to #1. For recommendation #4, he was concerned with the time proposed, 7am to 10am. He felt that the time should be restricted in the afternoon peak period and not the morning peak period. Based on their field observations, they felt that there were not too many vehicles and make this turn and by not allowing the left turns during the proposed time, would not benefit too much from this improvement recommendation. Once the plan is implemented, there is a monitoring plan. It measures the effectiveness. We can make modifications as we go to better fit the improvement.

VI. Response to Chat

Staff responding to about 26 questions from the community. Please see next page for the list of questions and general response.

VII. Community Comments and Questions

The City received six speakers.

- *Andrea Thompson – Asked if staff to repair the speed humps on Buttonwood between Cliffwood and Blossom. Are you going to continue to monitor the traffic on traffic apps? **Response:** Staff will check the speed humps and work with Waze to monitor the traffic.*
- *Vino – Would like to meet staff in the field to show his suggestions for the speed humps and crosswalks.*
- *Glen and Kristy – Asked about the other examples that the City has approved traffic control measures and the how they were installed. Also, for recommendation #2, the*

*proposed trees, studies have shown will increase traffic volume, this is counterproductive. **Response:** Staff mentioned that it was installed on the facts and circumstances at that time. Staff emphasized that the current study is looking at the current facts and circumstances for the area and would be evaluated on its own merits. Staff was unfamiliar about the study on how trees will increase volume. The trees are a vertical element and has a tendency to reduce speed. Staff would welcome reviewing the study. She commented on being frustrated and underwhelmed with the proposed improvements. The afternoon time restrictions would be better.*

- *Del – Would like to add more speed humps on Balsa. Continue to monitor the other streets like Buttonwood. Speeding is an issue.*
- *Mike Moss – Agree with the crosswalks on Balsa. Speed Humps will help. Wants crosswalks from eastside to westside on Balsa at Mango and same at Brookwood. Requested new ramps on each side of the street. **Response:** Staff will look into the design to see if it can be done.*
- *Cathy – Agreed with planting trees to slow down speeds. Concerned with traffic patterns due to current environment with no school in session.*

VIII. Next Steps:

Thanked the community and working group. We will continue to collect comments. Refine the recommendations as needed and survey to the community on the recommendations. Present the final draft recommendations and survey results to the Traffic Committee in November 2020 for their recommendation. The item will then be presented to City Council early next year for their final direction.

The meeting concluded at 7:50 pm.

**VIRTUAL COMMUNITY MEETING
SEPTEMBER 9, 2020
CHAT QUESTIONS & ANSWERS**

1. Are you going to close off the intersection again?
No, the traffic diverters previously deployed on State College at Cliffwood and on Lambert at Cashew are not a part of the current recommendations.
2. Did the committee consider the impact to both neighborhoods when making their decision?
Yes, the study boundary was enlarged to include the entire neighborhood both north and south of State College. The City Traffic Engineer did take comments and feedback from the Working Group in to consideration when developing the traffic calming recommendations.
3. Is the City considering repairing the speed bumps in both neighborhoods?
City staff has reviewed the speed humps in both neighborhoods and field measurements revealed that the humps are within specifications. Traffic markings; however, were refreshed.
4. Why does it matter if traffic goes straight through Cliffwood?
Observations of traffic patterns revealed that employees and patrons of the commercial businesses south of Lambert Road are using the residential street of Cliffwood as a short-cut to access State College Boulevard/Central Avenue when they could instead remain on the arterial street network by going westbound on Lambert to northbound on Brea Boulevard to reach Central Avenue.
5. Has a left-turn light also been proposed eastbound on Lambert turning left onto Cliffwood?
As a part of the study effort, an eastbound left-turn arrow was considered; however, it was determined that there is sufficient gaps in westbound Lambert traffic to facilitate left turns and keep motorist delays below the level that would suggest the need for an arrow. In addition, adding a protected arrow would introduce additional traffic delays for all movements and would be expensive to implement since new traffic signal poles and equipment would be required.
6. Trees could attract people to a more scenic, relaxing drive; why are trees being looked at as a viable option?
Although the trees will improve the aesthetics of Cliffwood, it is unlikely that motorists will choose to drive on the street purely for that reason. The current lack of consistent street trees creates a wide-open look for the street which tends to encourage motorists to drive faster. Adding the vertical element of the additional trees will narrow up the driver's vision of the road leading to slower speeds.

**VIRTUAL COMMUNITY MEETING
SEPTEMBER 9, 2020
CHAT QUESTIONS & ANSWERS**

7. Number 5 is great. Could it also be possible to have a left turn arrow from Eastbound Lambert onto Northbound Cliffwood?

As a part of the study effort, an eastbound left-turn arrow was considered; however, it was determined that there is sufficient gaps in westbound Lambert traffic to facilitate left turns and keep motorist delays below the level that would suggest the need for an arrow. In addition, adding a protected arrow would introduce additional traffic delays for all movements and would be expensive to implement since new traffic signal poles and equipment would be required.

8. By making a left and right only on Cliffwood, would it allow more traffic to flow through Balsa and the condos?

Anytime traffic is diverted there could be unintended consequences. With commercial traffic being diverted from going north on Cliffwood, there is a risk that some motorists from the commercial area may try to continue north on either Balsa or on Country Lane. However, chance that motorists will go east to get to Balsa only to go back west to reach Central Avenue is very low due to the distance and time involved. Likewise, it is unlikely that motorists will use Country Lane to head north to State College since they would have to traverse a series of turns within the neighborhood only to come out on State College to make an unprotected left across two lanes of high speed traffic from a stop sign.

9. So coming from Lambert onto Cliffwood to State College there will not be right or left turns only?

Traffic on Lambert will still be able to turn right or left onto northbound Cliffwood to continue up to State College where traffic will be allowed to go left, though, or right as it is today.

10. For recommendation #3, who would be affected by this change? Why was that time chosen? The morning has the highest cut thru.

The proposed eastbound no right-turn sign would apply to all traffic including residents. The 7am-10am time frame was chosen to address primarily Brea Junior High School traffic circulating through Cliffwood to return west on Lambert. According to studies the cut-through traffic on Cliffwood is primarily southbound during the morning peak and northbound in the evening peak.

11. There was an observation during initial discussions that the eastbound left-turn lane should be extended to contain all the cars making that turn. Was that discussed or considered?

Since the northbound Cliffwood approach at State College is going to remain as it is currently, there should be no need to extend the eastbound left-turn pocket beyond its current configuration. However, as a part of the engineering design of the State College and Balsa traffic signal improvements the length of the eastbound left-turn pocket will be reviewed and lengthened if needed.

**VIRTUAL COMMUNITY MEETING
SEPTEMBER 9, 2020
CHAT QUESTIONS & ANSWERS**

12. There was an observation during initial discussion that the eastbound left-turn lane should be extended because it is not long enough to contain all the cars making that turn. Was that discussed and considered?

Since the northbound Cliffwood approach at State College is going to remain as it is currently, there should be no need to extend the eastbound left-turn pocket beyond its current configuration. However, as a part of the engineering design of the State College and Balsa traffic signal improvements the length of the eastbound left-turn pocket will be reviewed and lengthened if needed.

13. Was the potential effect of the traffic flow on Apricot Ave. from the proposed changes considered? Will it be better or worse?

The proposed changes along Apricot should not negatively affect traffic flow on Apricot since the existing stop signs at Buttonwood and at Laguna Canyon will remain. The proposed changes should; however, improve right-of-way assignment at Buttonwood and thus reduce any driver confusion by southbound motorists on Apricot when traversing that intersection.

14. Has a left-turn light been proposed on east bound Lambert onto Cliffwood?

As a part of the study effort, an eastbound left-turn arrow was considered; however, it was determined that there is sufficient gaps in westbound Lambert traffic to facilitate left turns and keep motorist delays below the level that would suggest the need for an arrow. In addition, adding a protected arrow would introduce additional traffic delays for all movements and would be expensive to implement since new traffic signal poles and equipment would be required.

15. So, what are the next steps to be implemented? And, what would the timeline look like?

This question will be answered later in the meeting during the discussion about next steps.

16. Who approves or disapproves of the recommendations and gives the go ahead to proceed with any or all of these 13?

The Traffic Committee will review the recommendations and provide their recommendations to City Council. City Council will make the final implementation determinations.

17. Is it true during the traffic study over 900 vehicles used Cliffwood as an access?

Cliffwood between Lambert and State College carries approximately 900 vehicles a day.

18. I think that the no left onto Cashew would be best at rush hour. Could this change be an option?

The morning timeframe for the turn prohibition was proposed to address traffic diversion created by backup at the freeway interchange on Lambert. All suggestions will be considered.

**VIRTUAL COMMUNITY MEETING
SEPTEMBER 9, 2020
CHAT QUESTIONS & ANSWERS**

19. Has the City looked more into adding turn restrictions in the evening hours?

The primary evening neighborhood cut-through is occurring on northbound Cliffwood and that is addressed by a full-time through traffic prohibition.

20. Are “No Parking” signs to be installed at red curbing on Cliffwood - both north and south?

Yes, parking is proposed to be removed on both sides of Cliffwood in the vicinity of the median island as was recommended by the Deputy Fire Chief and concurred with by the City Traffic Engineer.

21. With respect to school traffic, have you taken into consideration that both the elementary school and junior high school have been closed during your study thus impacting a huge amount of traffic to and from the schools in the morning and afternoon?

Yes, the study team realizes that the pandemic has significantly impacted traffic flows; therefore, the study relied primarily on field observations, input from the Working Group, and traffic data gathered pre-pandemic.

22. Will the City continue to monitor traffic apps to avoid increased traffic when freeways are closed or impacted during heavy commute times?

The City relies on traffic data gathered by the traffic signal system which can be augmented in the future by information from traffic apps.

23. Why wasn't the raised median on both sides on Cliffwood Ave discussed during the Traffic Committee meetings?

The raised medians came out of the Working Group's expressed desire to implement some type of physical truck obstruction to driving on to Cliffwood. In addition to the medians being recommended, bulb outs were considered for both sides of Cliffwood; however, the bulb outs presented issues with emergency vehicles access to the neighborhood.

24. What about the speed bumps on Buttonwood between Cliffwood and Blossom?

The existing speed humps on Buttonwood will remain and new stop signs at Apricot are being proposed to be added.

25. Does the “no right-turn between 7-10 am” prevent an entire neighborhood from making a quick trip to the Von's shopping center? How does the city enforce the no right-turn?

Turn restriction signage applies to all motorists equally. Enforcement would be by Brea Police Department; however, the Department has many competing priorities, and it is unlikely that an officer could be dedicated to traffic enforcement in the neighborhood.

26. As for Cashew, can we adjust the left-hand turn time-line restriction to rush hour?

The morning timeframe for the turn prohibition was proposed to address traffic diversion created by backup at the freeway interchange on Lambert. All suggestions will be considered.

ATTACHMENT D

SUMMARY RESULTS

COMMUNITY TRAFFIC CALMING SURVEY

Community Traffic Calming Survey Results

QUESTION 1

Do you support recommendation #1, the proposed change to the Lambert & Cliffwood intersection to prohibit northbound commercial traffic from driving straight into the Cliffwood neighborhood?

127 RESPONSES – 76 Yes, 48 No and 3 Responses

Yes – Comments

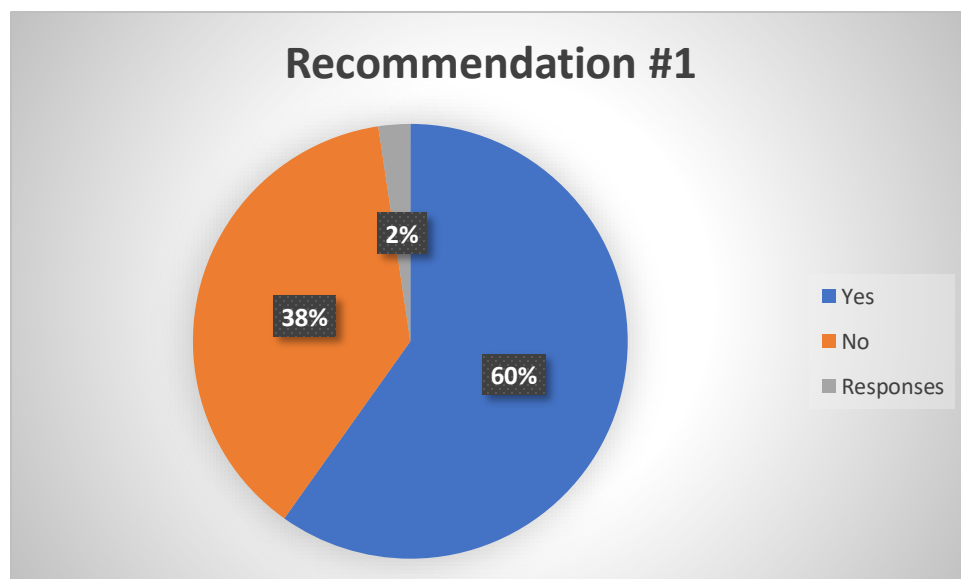
1. Southbound traffic seems like a bigger problem
2. That's a tough one because of all the school traffic to and from Fanning is awful so I use Balsa to get home to Buttonwood. Maybe a 3-way stop would help there. People are rude and will not let you turn left on Buttonwood. When I'm out at school time I use Balsa to travel to Buttonwood where I live. The traffic at Cliffwood and Buttonwood is horrific. I have almost been hit by people running red lights several times.
3. Absolutely!!!! Do this!!! Even if an enforcement problem. IT WILL HELP.

No – Comments

1. Only support it for limited hrs. M-F.

Responses

1. Commercial trucks yes, regular vehicles no. I use the Public Storage facilities regularly and live on Cliffwood.
2. Is this only commercial traffic? The signage doesn't indicate that.
3. Can you just restrict the northbound traffic by limiting hours. ie no northbound during rush hour or when the majority of people are using it as a shortcut getting off work for example



Community Traffic Calming Survey Results

QUESTION 2

Do you support recommendation #2, adding additional street trees and a speed hump for Cliffwood?

128 RESPONSES – 84 Yes, 35 No and 9 Responses

Yes – Comments

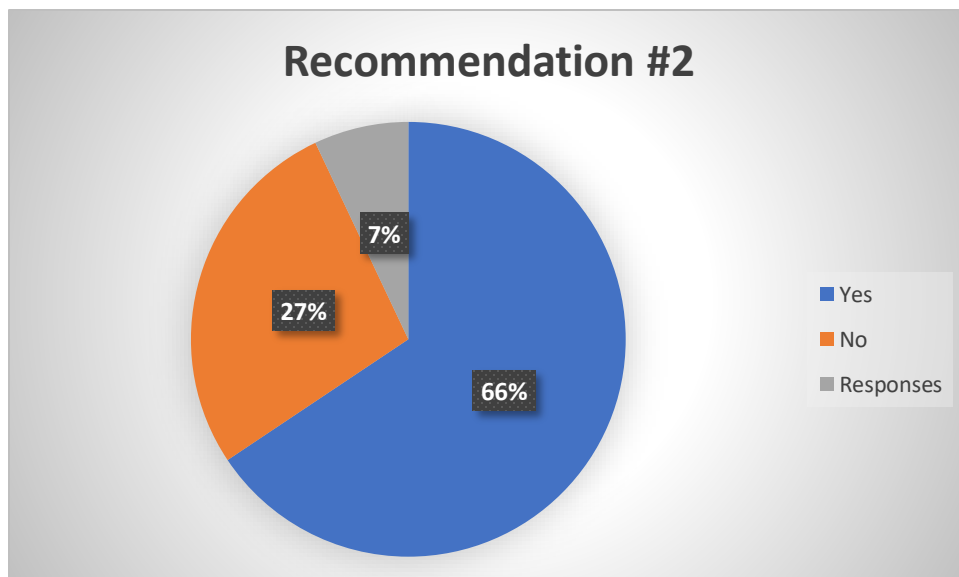
1. Speed hump is good; Additional trees have no point(?)
2. Speed Humps may work but adding trees and restricting view may cause response time of drivers and may increase accidents
3. Jacaranda please!
4. But trees need to selected carefully. Don't want roots tearing up sewage lines/sidewalks

No – Comments

1. Do you know how long it will take for trees to grow that big? A long time!
2. The speed humps should be bigger as the current ones are not a strong deterrent. How will trees reduce traffic? If trees are installed, can they be maples that will give fall colors?

Responses

1. Speed bump is ok, trees will not deter speeders
2. Support the speed hump, but I don't understand the purpose of the trees as it relates to traffic.
3. Cliffwood Neighborhood decision
4. Cliffwood has speed humps now & less traffic than Brookwood - what good would trees do? Cliffwood has marginal traffic as opposed to several of the streets around Fanning Grade School.
5. Yes, but no trees
6. Yes trees. No hump.
7. speed hump yes, trees no
8. Already have 2 speed bumps. Is another needed?
9. Trees- yes, hump-no.



Community Traffic Calming Survey Results

QUESTION 2A

Do you support recommendation #2A, the proposed small medians and red zones?

124 RESPONSES – 70 Yes, 47 No and 7 Responses

Yes – Comments

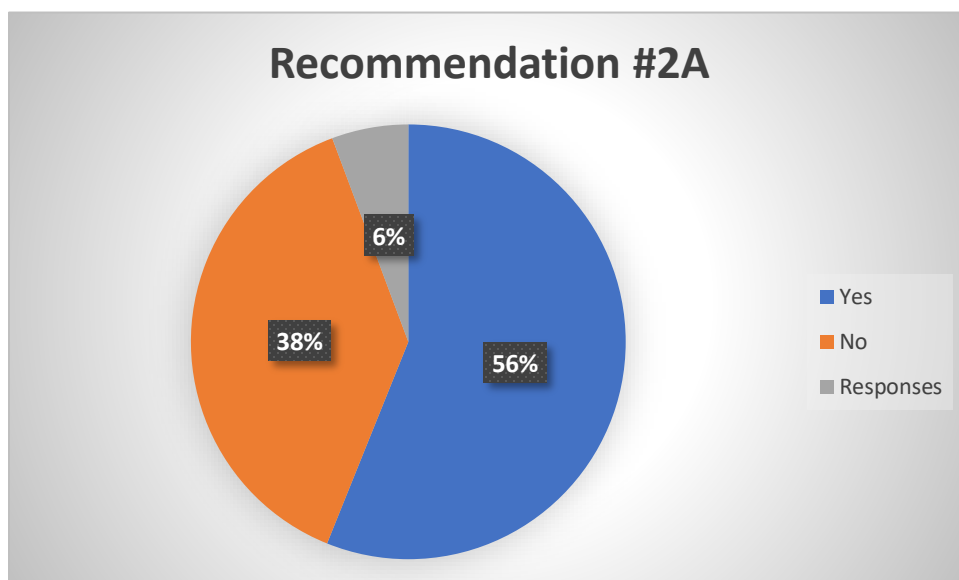
1. Don't see how the raised median and red curb will calm cut-through traffic on Cliffwood but will ease turning.

No – Comments

1. Speed on Lambert/State College make turning and crashing into medians a real safety issue.
2. Make a cul da sac on one side
3. Absolutely NOT!!! This will cause more issues than solve.
4. Medians could cause accidents; fire chief was against them.
5. Medians seem hazardous, car drivers are likely to hit them. Other measures mentioned should prevent discourage trucks from turning in.
6. Folks living on Cliffwood park all up and down the street. Where will they go?

Responses

1. How much traffic is really commercial traffic verses cars trying to get to 57 freeway
2. Not fair to owners
3. I live right a the corner of lambert and cliffwood. While I like the idea of the median I COULD ACTUALLY HAVE TROUBLE BACKING OUT ONTO THE STREET with the median. Can the medians be even smaller? The red zones are quite long, can they be a shorter? To lose main street parking spot is bad for guests and can decrease property value too.
4. I would support the small medians but not the red zones. The two homes at the north end of Cliffwood need the extra street parking.
5. Moo
6. Raised medium - yes, but I don't see the use of red curbs
7. red zones -yes, medians-no



Community Traffic Calming Survey Results

QUESTION 3

Do you support recommendation #3, the proposed traffic signal improvements, speed control measures and right turn restriction from 7am-10am M-F from State College?

124 RESPONSES – 72 Yes, 47 No and 5 Responses

Yes – Comments

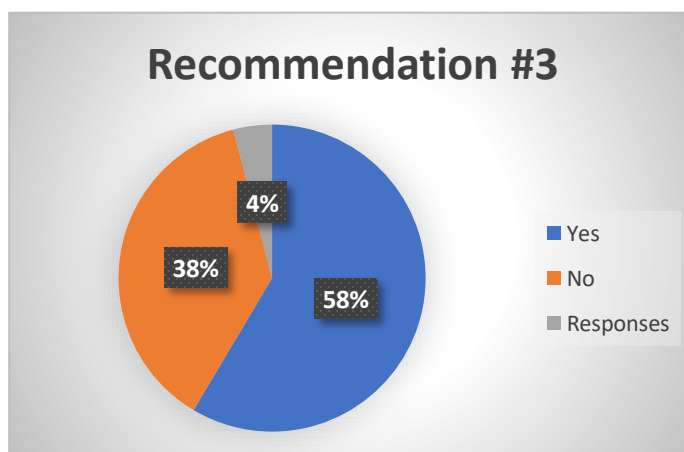
1. AND similar restrictions at additional locations in study area.
2. YES to signal improvements; dangerous area for common red light runners; right turn restrictions unnecessary
3. And this same idea SHOULD BE DONE with other intersections/directions!!!!
4. Cost Vs reward problems is just to many cars period.

No – Comments

1. I do support traffic signal improvements and speed control measures.
2. leave this alone
3. Traffic signal improvements YES!
4. Ok with signal improvement, but not right turn restriction.
5. It's a wild grabbing-at-the-breeze idea because no one could come up with any ideas. The traffic on it that is Cliffwood is not as high as on several other nearby streets. Who is continuing to push at Cliffwood? What is Brea doing about the massive traffic problem happening up and down State College brought on by all the new construction there. I'd like to see the Environmental Impact Report for that - is there one?
6. Put back original barriers to prevent cross traffic entering cliffwood

Responses

1. doesn't effect me
2. Also from two pm to eight pm
3. Right turn should be in the afternoon/evening also
4. Yes for traffic signal improvements , including left turn arrows, and no right turn NB St. College onto Cliffwood during morning rush hours. NB Cliffwood onto St. Coll. should be No right turn on RED at all times.
5. I would support this but it is not my first choice. Restricting southbound traffic on Cliffwood as previously established is my preference. Through traffic should be restricted to the main roads (State College and Lambert and Brea Blvd). Through traffic should be limited as much as possible on Cliffwood.



Community Traffic Calming Survey Results

QUESTION 4

Do you support recommendation #4, closing the eastbound left-turn pocket and prohibiting eastbound left-turns between 7am – 10am for the Lambert & Cashew?

127 RESPONSES – 54 Yes, 71 No and 2 Responses

Yes – Comments

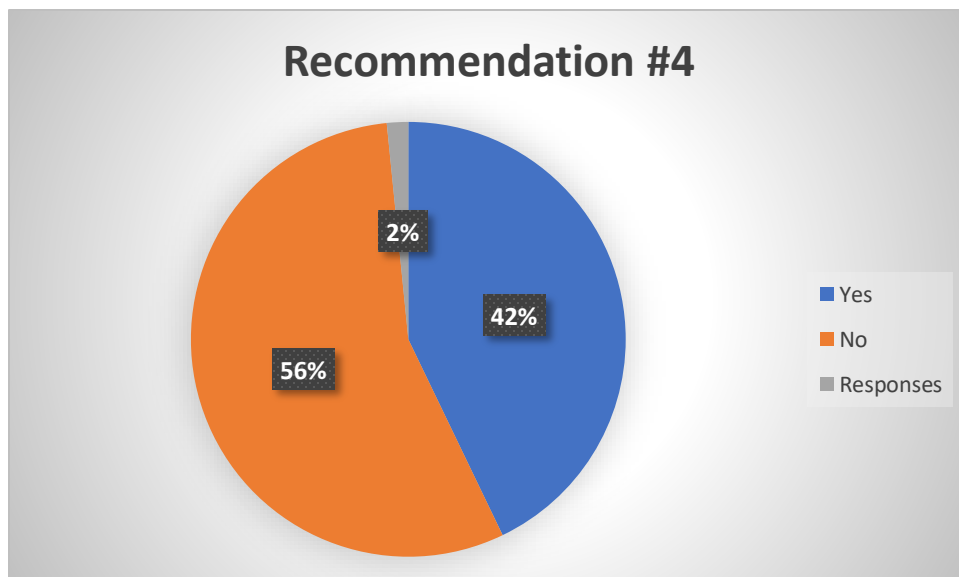
1. I miss the delineators. They hugely reduced thru traffic from Wakeforest and nearly eliminated truck and car turn arounds in my cul de sac (Cycod PI)

No – Comments

1. Cashew doesn't get a large amount of traffic; would add traffic on Lambert/construct. zone.
2. Only hurts residents trying to get to their homes
3. Replace original barriers. Don't waste police time.
4. Can't see it will make any difference for Cliffwood.
5. No left turn between 7 and 10 am is good, but what does replacing the pocket with dual striped median do here?

Responses

1. doesn't effect me
2. Also from two pm to eight pm



Community Traffic Calming Survey Results

QUESTION 5

Do you support recommendation 5, the proposed eastbound left turn traffic signal improvements and speed control measures for State College?

123 RESPONSES – 106 Yes, 15 No and 2 Responses

Yes – Comments

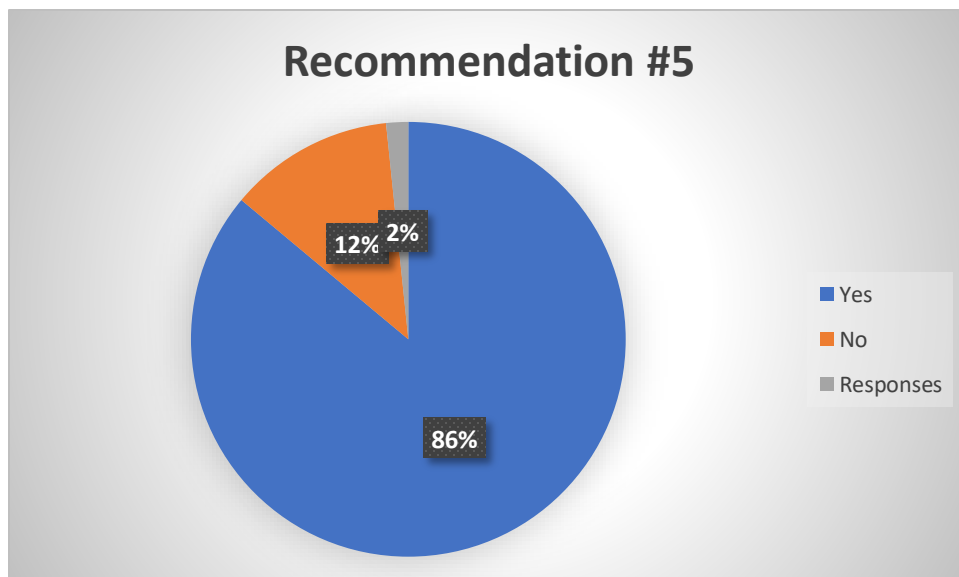
1. Need to add a indicator east of main signal because the main signal comes up on you quick and Sun plays into ability to see existing signals
2. a dangerous intersection, very common for red light runners
3. This is the most IMPORTANT measure of all of the recommendations
4. St. College/Balsa has needed this for years!

No – Comments

None

Responses

1. I support modernizing the signals. I would prefer southbound through traffic restricted on Cliffwood as previously established.
2. Maybe something needs to be done there because the traffic up and down Balsa north of St College have only one practical way in and out. It is now and will continue to be a problem, but doesn't seem to be part of an overall traffic improvement plan.



Community Traffic Calming Survey Results

QUESTION 6

Do you support recommendation #6, the installation of speed control measures on Balsa?

125 RESPONSES – 102 Yes, 21 No and 2 Responses

Yes – Comments

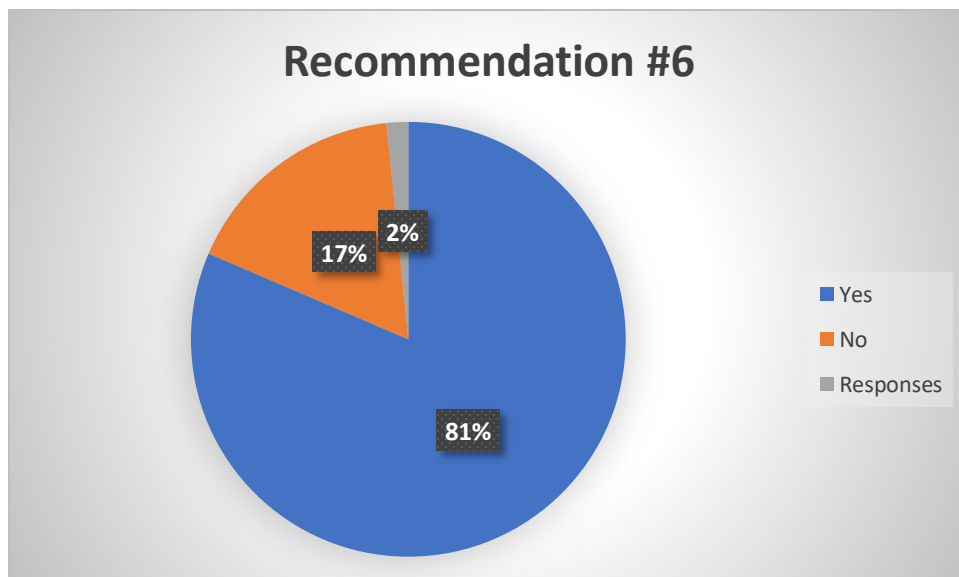
1. Crosswalks also needed
2. We are in dire need of crosswalks across Balsa for all the people walking to and from Falcon Academy.
3. Crosswalks too
4. High speed traffic going up and down is always high speed, more than reckless at times. Maybe humps are an idea. Won't help Cliffwood...
5. Love these improvements but we need crosswalks too
6. Save lives and injuries.

No – Comments

1. Not necessary. Short distance. You already have to stop at T-carmichael and stoplight at state college so can't get high speed anyway. bump just becomes added nuisance.

Responses

1. No opinion.
2. No objection, but question how beneficial it will be.



Community Traffic Calming Survey Results

QUESTION 7

Do you support recommendation #7, the proposed change to Buttonwood Drive to add centerline pavement markings?

124 RESPONSES – 100 Yes, 23 No and 1 Responses

Yes – Comments

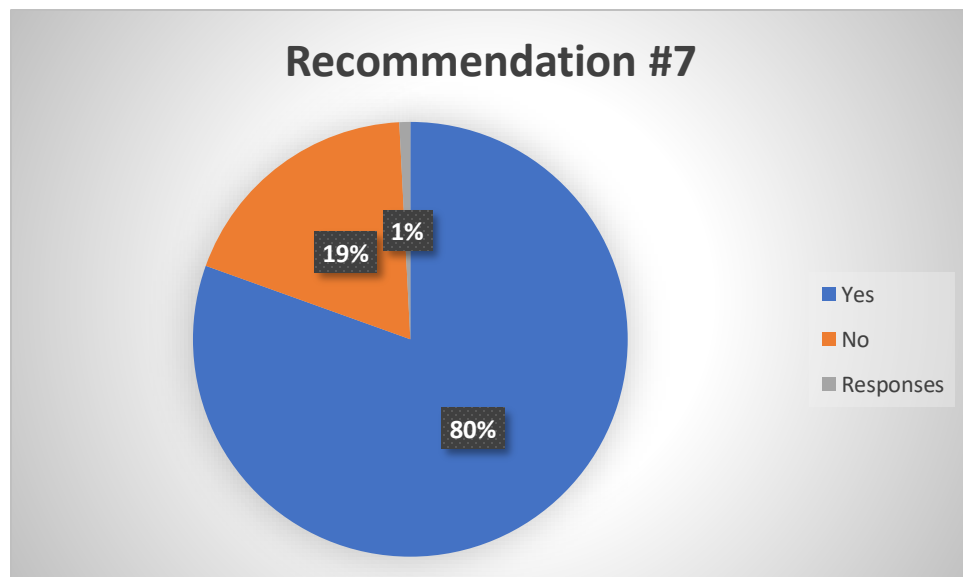
1. Res at 385 buttonwood has modified curb to park rv and is not ADA compliant. Issue is people blowing stop sign at Cliffwood
2. nice, but not necessary, can spend money elsewhere

No – Comments

None

Responses

1. What the heck will that do? Doesn't help Cliffwood either.



Community Traffic Calming Survey Results

QUESTION 8

Do you support recommendation #8, crosswalk enhancement and the installation of an all-way stop at Buttonwood & Apricot?

124 RESPONSES – 108 Yes, 14 No and 2 Responses

Yes – Comments

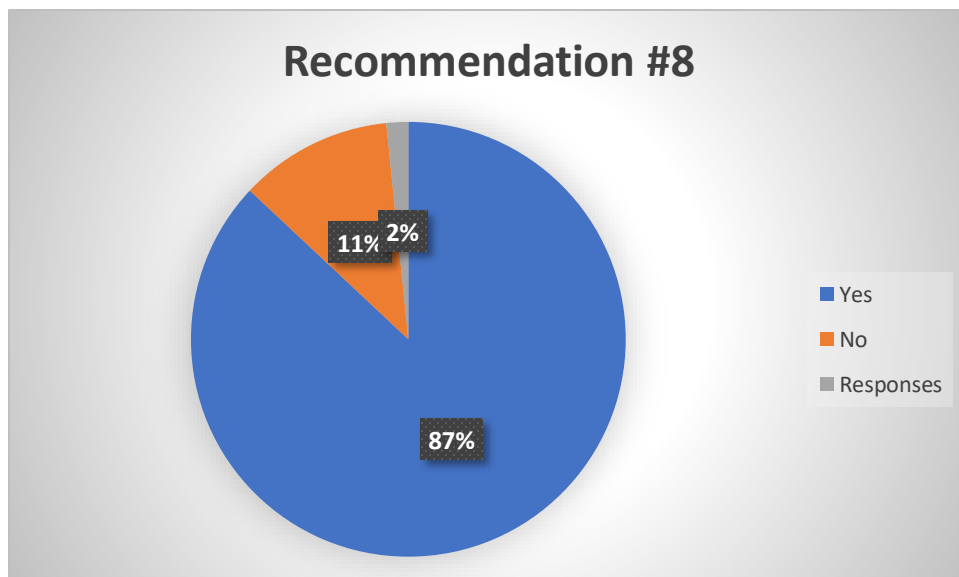
1. I like this idea, but understand people don't care if they are in a hurry in this area. I cant tell you how many times people floor it even over the speed bumps that are in place. I would also like to see the BPD monitor this area every so often because I have almost been hit while walking to pick up my children by parents and school staff that are in a hurry and blowing through the stop sign at this intersection. Many children also walk home using these crosswalks and sometimes by themselves and I don't want to see any child get hurt.
2. Great for Fanning kids' safety
3. This is the 2nd most important recommendation to be implemented
4. Need to do everything to protect children add anything to help
5. but why remove the slow school ahead sign on the road?

No – Comments

None

Responses

1. For what purpose? It will just cripple traffic going to and from Fanning Grade School and the homes above and beside the school. Does nothing for Cliffwood.
2. only with "Keep Clear" or "Do Not Block" painted in intersection: afternoon school traffic blocks roadway for residents coming home.



Community Traffic Calming Survey Results

QUESTION 9

Do you support recommendation #9, the proposed change to the Apricot and Laguna Way intersection to add new ADA Ramps and Crosswalks?

122 RESPONSES – 105 Yes, 17 No and 0 Responses

Yes – Comments

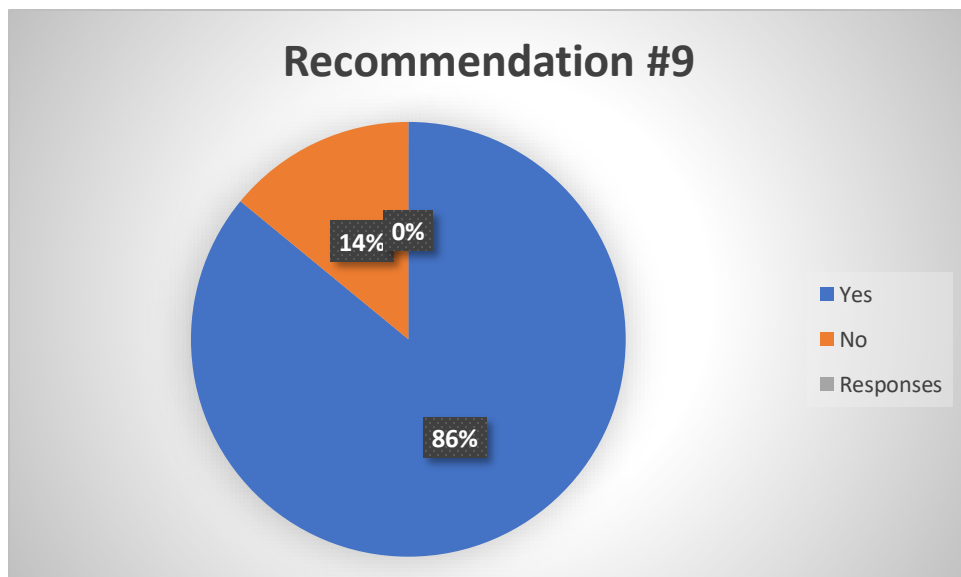
1. we definitely need a crosswalk on both sides
2. This has been NEEDED for years!! Also a big problem with stop sign runners and cars driving on opposite side of street to bypass cars turning into school driveway (both north and south bound, but primarily southbound). A crossing guard of some sort would be a needed safety feature. The former principle, Mrs. Stevens, would be in the front of the school, on the corner helping with this. Traffic control shouldn't be the principle's prime duty in the morning and afternoon.

No – Comments

None

Responses

None



Community Traffic Calming Survey Results

QUESTION 10

Do you support recommendation #10, the proposed crosswalks at Country Lane & Lambert Road?

125 RESPONSES – 102 Yes, 23 No and 0 Responses

Yes – Comments

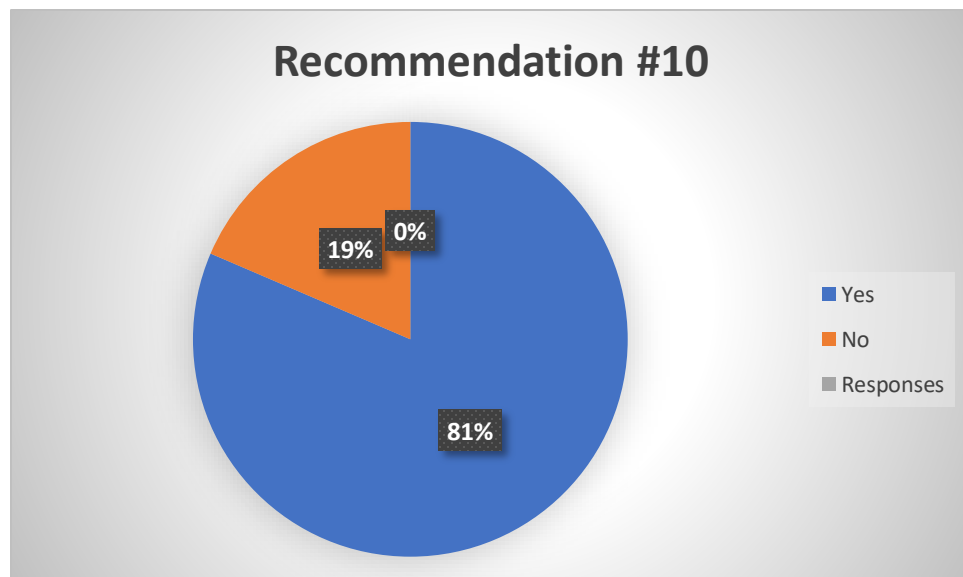
1. Painted Cross Walks could be put down. Won't help Cliffwood.

No – Comments

1. Too dangerous for pedestrians, too many speeders

Responses

None



Community Traffic Calming Survey Results

QUESTION 11

Do you support recommendation #11, the proposed crosswalks at Live Oak & State College?

124 RESPONSES – 98 Yes, 26 No and 0 Responses

Yes – Comments

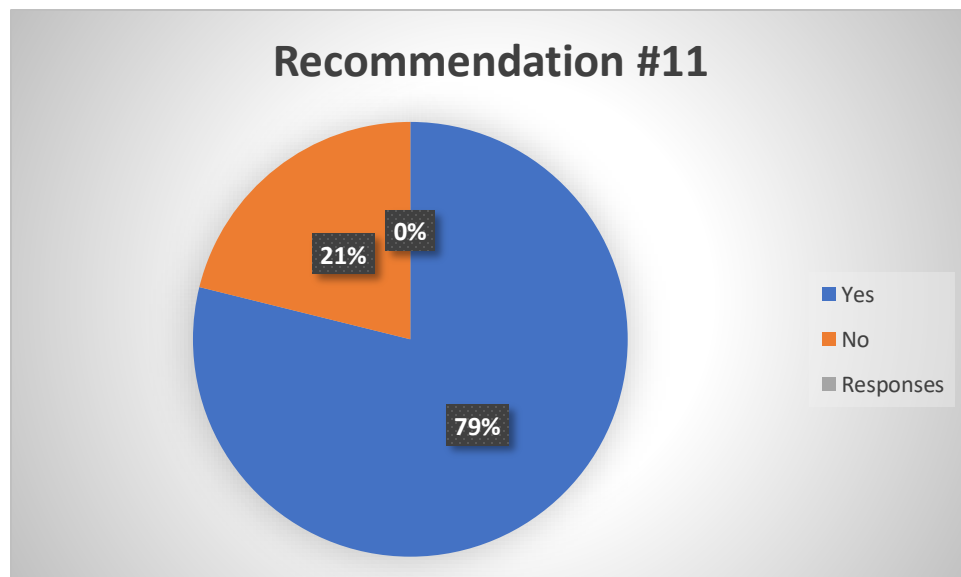
None

No – Comments

1. No - to many speeders, too dangerous for pedestrians
2. Is there a problem there? I don't see it as I pass through that way.
3. Any crosswalk across St. College without a traffic light would be very dangerous due to speeding cars and curves in the road.

Responses

None



Community Traffic Calming Survey Results

QUESTION 12

Do you support recommendation #12, the proposed crosswalks at Park Lane & State College?

123 RESPONSES – 99 Yes, 23 No and 1 Responses

Yes – Comments

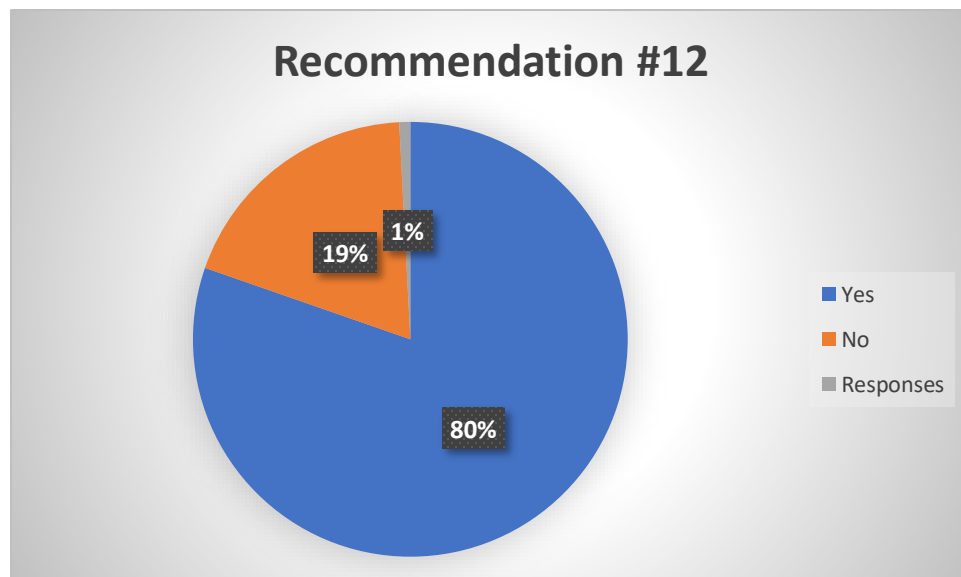
None

No – Comments

None

Responses

1. Kind of getting far afield on this idea aren't we?



Community Traffic Calming Survey Results

QUESTION 13

Do you support recommendation #13, the proposed crosswalks at Citrus Place & State College?

122 RESPONSES – 100 Yes, 21 No and 1 Responses

Yes – Comments

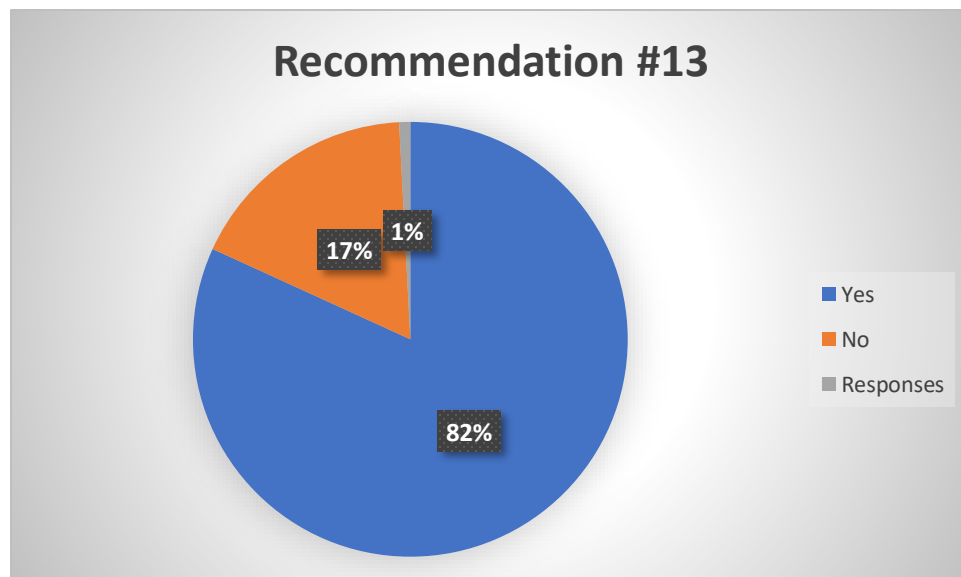
None

No – Comments

1. No - too dangerous for pedestrians, too many speeders

Responses

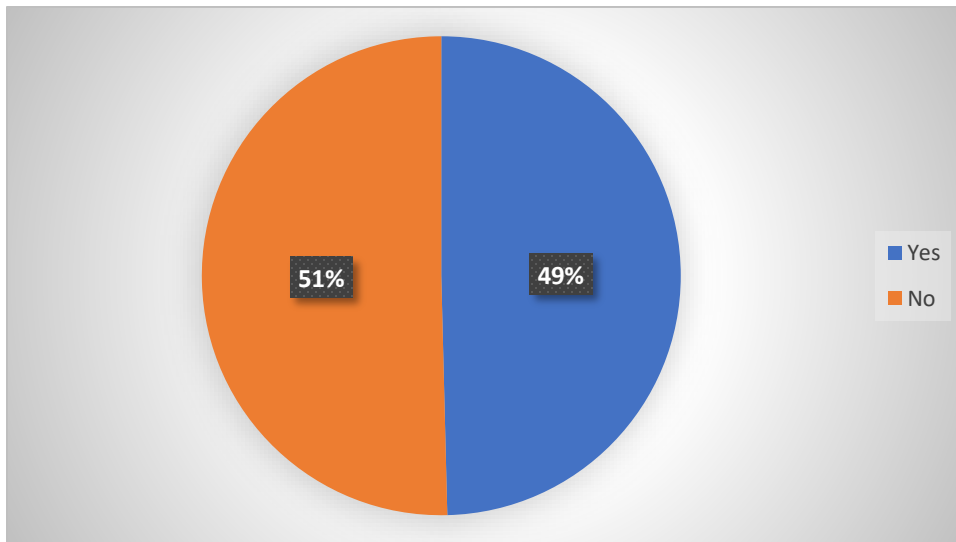
1. Few turn to drive that way and few ever walk across the intersection. There is no where else to comment so -- Brea is an old city, laid out maybe 100 years ago. Much of the traffic lanes cannot be easily improved without tearing down citizen's houses or other very destructive actions. Because City Planners are now allowing many very large building projects to be implemented traffic is going to be a very big problem in 5-10 years. City Council and City agencies are not addressing the broader city-wide issue and thus Good Old Brea is working itself into a very difficult situation. People will begin to move out, housing prices will decline as homes are not kept up, businesses will suffer, we will have more crime, and Brea will be an unhappier place to be just like LA or Watts or (?). Traffic from the building and apartment structures now being built around the Mall are going to choke the streets badly. This is where a real study with real experts are needed. Fixing Cliffwood will never be remembered. I wish I had more space to comment. I wish for success for Brea.



Community Traffic Calming Survey Results

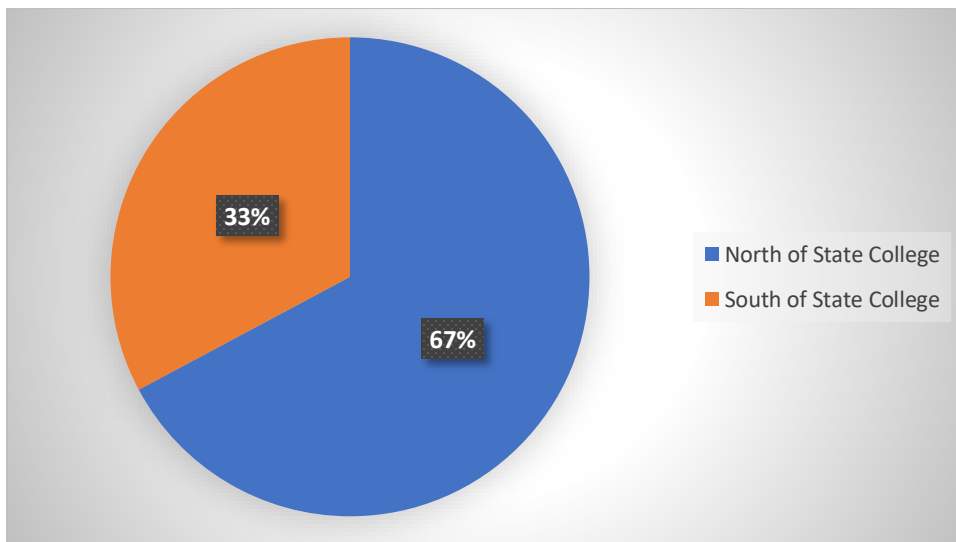
QUESTION 14 – 126 Responses

Did you attend, or watch the recording of, the September 9th Community Meeting?



QUESTION 15 128 Responses

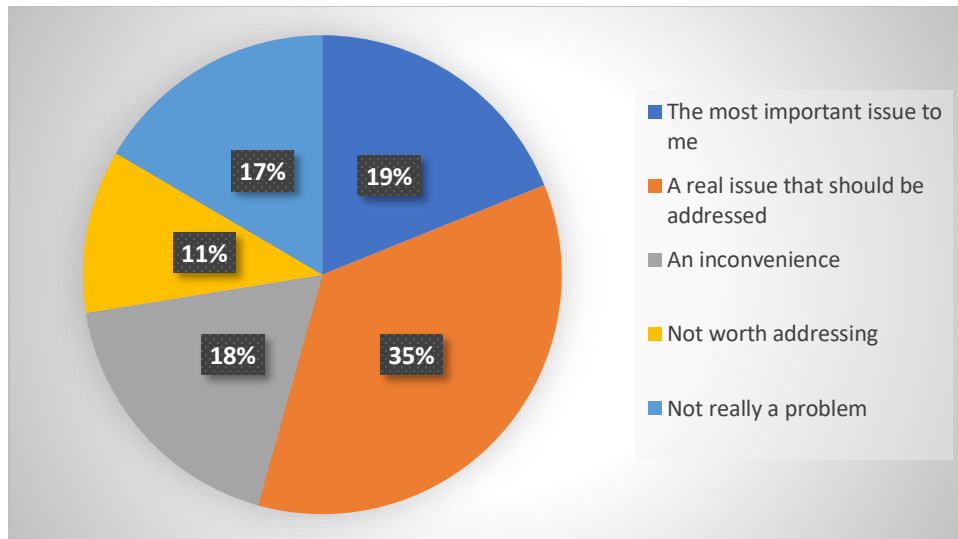
Where do you live?



Community Traffic Calming Survey Results

QUESTION 16 – 128 Responses

How much of a problem is traffic in your neighborhood?



Responses

1. Excessive speed east and west on Wakeforest
2. Speed is as high as 50-60 mph. A 10 year old boy was killed on Wakeforest 40 years ago do to excessive Wakeforest needs 2 speed bumps

Cliffwood Survey for South of State College Survey Results

QUESTION 1 – 17 RESPONSES

What is your address? For data collection purposes only. Specific addresses will not be identified in the final survey results

17 RESPONSES (1 Apricot + 1 Balsa + 3 Candlewood + 7 Cliffwood + 1 Cycod + 4 Wakeforest)

QUESTION 2 – 17 RESPONSES

The Traffic Committee would like specific responses from the Community to Recommendation #2, the installation of one additional speed hump and additional parkway trees. This recommendation would add and/or replace nine missing street trees, add one additional speed hump mid-block, and implement minor signage and marking changes. The addition of a speed hump in between the two existing speed humps could improve the effectiveness of the speed humps and discourage commercial and through traffic. The addition of nine new trees will narrow the visual appearance of the street creating a more neighborhood character to the street?

47% with 8 RESPONSES (1 Apricot + 1 Balsa + 2 Candlewood + 1 Cliffwood + 1 Cycod + 2 Wakeforest)

Supporting both the Speed Hump and additional Parkway Trees.

6% with 1 RESPONSE (Candlewood)

Not supporting both the Speed Hump and additional Parkway Trees.

18% with 3 RESPONSES (3 Cliffwood)

Supporting the additional Speed Hump.

12% with 2 RESPONSES (1 Cliffwood + 1 Wakeforest)

Supporting the additional Parkway Trees.

18% with 3 COMMENTS (2 Cliffwood + 1 Wakeforest)

1. If you replace trees, please consider replacing the jacaranda out front of my house. It is leaning over and I fear it will fall. During high wind events, several large branches have broken off and caused various levels of damage.
2. I support closing southbound traffic at State College.
3. I would consider supporting the additional speed hump if you could give me actual data proving how many vehicles actually speed through that area. The previous survey showed there was minimal speeding traffic with the 2 speed humps that are already there. Additionally, what is the cost of such an undertaking? I do not believe we should be spending tax payer money something that is unnecessary.

Cliffwood Survey for South of State College Survey Results

QUESTION 3 – 17 RESPONSES

The Traffic Committee would like specific responses from the Community to Recommendation #2A, Cliffwood Avenue Truck Control Measure. This recommendation would address truck traffic on Cliffwood. This recommendation would construct small 4-footwide raised median islands narrowing the entry onto Cliffwood at both Lambert and at State College. The median islands would be designed to discourage truck traffic while still providing emergency vehicle access to the neighborhood by installing red zones adjacent to the medians to eliminate parking adjacent to four homes. The red curb is required to eliminate any cars parked to allow an emergency vehicle to access. Based on the community comments raised from the first survey and emails received, the final design will allow for the vehicles backing out of their driveways safely.

47% with 8 RESPONSES (3 Candlewood + 2 Cliffwood + 1 Cycod + 2 Wakeforest)

Supporting the raised medians and red curbs.

35% with 6 RESPONSES (1 Apricot + 1 Balsa + 3 Cliffwood + 2 Wakeforest)

Not supporting the raised medians and red curbs.

18% with 3 COMMENTS (2Cliffwood + 1 Wakeforest)

1. A year for an additional speed hump. What a waste of time and money.
2. Again I would like to see proof of how much truck traffic there is on Cliffwood. In the 5 years that I have lived on the corner of Lambert, Wakeforest & Cliffwood, I have seen only 1 big rig on Cliffwood. I do not work, so I am home at all different times of the day. Furthermore, I would again ask what the cost of implementing this recommendation, as well as how is this going to effect residents in this neighborhood.
3. I would support the medians but to paint the curbs red would take away any street parking for the residents who live there, particularly for those living on the corners of Cliffwood and State College.

QUESTION 4 – 16 RESPONSES

The Traffic Committee would like specific responses from the Community to Recommendation #3. This recommendation would install an eastbound “no right-turn” prohibition that would be effective between the hours of 7am and 10am Monday - Friday and it would modernize the traffic signal to provide a “speed control” function during off peak hours along State College. The right-turn turn prohibition is being recommended to address motorists with no destination in the neighborhood using Cliffwood to circulate through the neighborhood in the morning. In addition, during the meeting, residents requested additional time restrictions to be considered. Below are choices of alternative time restrictions.

38% with 6 RESPONSES (1 Balsa +1 Candlewood + 3 Cliffwood + 1 Wakeforest)

Supporting the right turn restriction time of 7am to 10am Monday - Friday.

25% with 4 RESPONSES (1 Apricot + 3 Wakeforest)

Not supporting any right turn restrictions.

19% with 3 RESPONSES (2 Cliffwood + 1 Cycod)

Supporting right turn restrictions for both 7am-10am and 4pm-7pm.

13% with 2 RESPONSES (2 Candlewood)

Supporting the right turn restriction time of 4pm to 7pm Monday - Friday.

6% with 1 COMMENT (Cliffwood)

From this diagram I don't know where the no right turns are. I am in favor of the speed control light.

Cliffwood Survey for South of State College Survey Results

QUESTION 5 – 17 RESPONSES

The Traffic Committee would like specific responses from the Community to Recommendation #4. This recommendation would remove the eastbound left-turn pocket and replace it with a two-way left turn lane and install an eastbound no left-turn prohibition effective between the hours of 7am and 10am Monday - Friday to address motorists using the Cashew to Balsa path between Lambert and State College as a cut through.

29% with 5 RESPONSES (1 Apricot + 2 Candlewood + 2 Cliffwood)

Supporting the left turn restriction time of 7am to 10am Monday - Friday.

29% with 5 RESPONSES (1 Balsa + 1 Cliffwood + 3 Wakeforest)

Not supporting any left turn restrictions.

18% with 3 RESPONSES (1 Candlewood + 1 Cliffwood + 1 Cycod)

Supporting a full-time everyday prohibition of eastbound left turns from Lambert onto Cashew.

12% with 2 RESPONSES (1 Cliffwood + 1 Wakeforest)

Supporting the elimination of the eastbound left-turn pocket leading from Lambert onto Cashew as depicted in Recommendation #4. Vehicles would still be allowed to make left-turns from the two-way left-turn median if signs prohibiting the left turn were not installed.

1 RESPONSE (Cliffwood)

I support the left turn restriction time of 4pm to 7pm Monday - Friday.

1 COMMENT (Cliffwood)

This great idea took a year to come with

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
DATE: 03/16/2021
SUBJECT: March 1, 2021 City Council Special Meeting Minutes

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED:

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

Attachments

Minutes

DRAFT

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

MINUTES MARCH 1, 2021

CLOSED SESSION
SPECIAL MEETING
6:00 p.m. - Executive Conference Room
Level Three

Mayor Vargas called the Closed Session Special Meeting to order at 6:00 p.m., Mayor Pro Tem Hupp was present in the Council Chambers; Mayor Vargas, Councilmembers Marick, Parker, and Simonoff were present via Zoom/teleconference.

CALL TO ORDER/ ROLL CALL - COUNCIL

Present: Marick, Simonoff, Hupp, Parker, Vargas

1. **Public Comment**
None.

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

2. **Conference with City's Labor Negotiator Pursuant to Government Code §54957.6 Regarding the Brea City Employees' Association (BCEA); Administrative and Professional Employees' Association (APEA); Brea Fire Association (BFA); Brea Fire Management Association (BFMA)** - Bill Gallardo, Negotiator and Chris Emeterio, Negotiator

ADJOURNMENT

Mayor Vargas Adjourned the meeting at 7:20 p.m.

Respectfully submitted,

The foregoing minutes are hereby
approved this 16th day of March, 2021

Lillian Harris-Neal, City Clerk

Steven Vargas, Mayor

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
DATE: 03/16/2021
SUBJECT: March 2, 2021 City Council Regular Meeting Minutes

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED:

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

Attachments

Minutes

DRAFT

BREA CITY COUNCIL SUCCESSOR AGENCY TO THE BREA REDEVELOPMENT AGENCY MEETING

MINUTES MARCH 2, 2021

CLOSED SESSION
5:30 p.m. - Council Chamber
Plaza Level

CALL TO ORDER / ROLL CALL - COUNCIL

Mayor Vargas called the Closed Session to order at 5:33 p.m., Mayor Vargas and Mayor Pro Tem Hupp were present in the Council Chambers; Councilmembers Marick, Parker and Simonoff were present via teleconference.

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 Real Property Negotiator Pursuant to Government Code § 54956.8.**
Property: Old City Hall Building (401 S. Brea Boulevard)
City of Brea Negotiator: City Manager Bill Gallardo
Negotiating Parties: Brea Lions Scout Center Foundation
Under Negotiation: Price and Terms of Lease Payment
3. **Conference with City's Labor Negotiator Pursuant to Government Code §54957.6 Regarding the Brea Management Association (Non-Safety); Brea City Employees' Association (BCEA); Administrative and Professional Employees' Association (APEA); Brea Fire Association (BFA); Brea Fire Management Association (BFMA); Brea Police Association (BPA); Brea Management Association (BMA); and the Brea Police Management Association (BPMA) -** Chris Emeterio, Negotiator, Cindy Russell, Negotiator, and Mario E. Maldonado, Negotiator.

Mayor Vargas Adjourned the Closed Session at 5:58 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 6:05 p.m., Mayor Vargas and Mayor Pro Tem Hupp were present in the Council Chambers; Councilmembers Marick, Parker and Simonoff were present via teleconference.

4. Public Comment

Kristy Eastman spoke via Zoom on concerns regarding the volume of vehicles and commercial truck issues in the Cliffwood housing tract.

5. Clarify Regular Meeting Topics

Mayor Vargas directed staff to provide information to Council regarding the activity on Elm Street.

DISCUSSION ITEMS

6. Public Works Cliffwood Neighborhood Traffic Calming Recommendations - Informational Only

Deputy Director/City Engineer Ho provided a PowerPoint Presentation and discussed the background; meetings and outreach; traffic calming recommendations and survey results; implementation plan; Traffic Committee recommendations; and staff recommendations.

In response to Mayor Vargas' inquiry, Deputy Director/City Engineer Ho indicated that the traffic diverters were installed on Cliffwood Avenue in January 2019.

In response to Mayor Vargas' question, Traffic Engineer Roseman indicated that Traffic Calming Recommendation #1 would block cut through and industrial traffic.

In response to Councilmember Simonoff's question, Public Works Director Olmos indicated that in previous studies of Cliffwood Avenue before the traffic diverters were installed, the complaints were: speed, volume and cut-through traffic; and that truck traffic was not brought up as a complaint until this latest exercise with the working group. He noted that due to COVID-19, data has not been collected for truck traffic on Cliffwood Avenue.

Mayor Pro Tem Hupp indicated that she would like to see truck traffic data on Cliffwood Avenue.

Councilmember Parker noted that the recent construction on Lambert Road could be a contributing factor for increased truck traffic on Cliffwood Avenue.

Councilmembers Simonoff and Marick indicated that they do not think that Recommendation #2A will adequately address the truck traffic issues.

In response to Mayor Vargas' inquiry, Traffic Engineer Roseman indicated that there are 782 homes to the North of State College and 228 homes to the South of State College, that the first survey had around 115 participants and that the second survey of the South of State College homes had fifteen (15) participants.

Councilmember Marick expressed concern in regard to the part-time turn restriction recommendation that would eliminate cut-through traffic but would affect residents as well.

Mayor pro Tem Hupp expressed concern in regard to restrictive signage and spoke on drivers disregarding them.

City Manager Gallardo noted that the item was informational only and meant to provide clarification on the issues, and that the residents have been notified.

Councilmembers Marick and Simonoff indicated that they would like the item to be brought back to the next meeting as a discussion item.

Councilmember Marick noted that the original Cliffwood Avenue issue has expanded and that while the issues North of State College need to be addressed, the original South of State College issue cannot be left behind.

REPORT

7. Council Member Report/Requests

None.

Mayor Vargas Adjourned the Study Session at 7:00 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 at 7:00 p.m., Mayor Vargas and Mayor Pro Tem Hupp were present in the Council Chambers; Councilmembers Marick, Parker and Simonoff were present via teleconference.

8. Pledge of Allegiance

Santiago Segura, from Boy Scout Troop 811, led the Pledge of Allegiance via Zoom.

9. Invocation:

Dave Tebay, Calvary Community Church, delivered the Invocation via Zoom.

10. Commendation

Mayor Vargas, on behalf of the entire City Council, presented Ashley Cole, Brea Chamber of Commerce Board Member, with a Commendation recognizing her contributions to the community.

11. Report - Prior Study Session

City Manager Gallardo provided the Study Session report.

12. Community Announcements

Councilmember Parker announced that there will be a St. Patrick's Day drive-thru event on Wednesday, March 17, from 4:00 to 7:00 p.m. He stated that this city-wide scavenger hunt is a family-friendly event that will take place from the comfort and safety of your own car and that there will be designated stops across Brea to find St. Patrick's Day goodies. He noted that more information could be found on the Brea Special Events Facebook page or by calling (714) 990-7771.

Councilmember Simonoff announced that a Capital Improvement Project at the intersection of Imperial Highway and Berry Street is now underway and that this project includes adding a new right-turn on Imperial Highway, to Berry Street; as well as, sidewalk work, ADA ramps, signal work, and pavement work. He noted that temporary night-time work will occur from Monday, March 1st through Tuesday, March 9th from 10:00 p.m. to 5:00 a.m. and that this project is anticipated to be completed by early May 2021. He stated that more information on this project and others happening throughout the City, can be found on the Construction Project Status page on the City's website.

Mayor Pro Tem Hupp announced that as part of Shape Brea's Housing Element Update, the City is launching a Build Your Dream Home Challenge and that everyone is welcome to participate by building, drawing, or creating the ideal home you would like to see in Brea and that this activity can be done on a piece of paper or by using everyday household items. She noted that it can be done alone or as a household activity. She noted that the City would be partnering with the Brea Olinda Unified School District to launch this activity in the schools and that selected submissions will receive a prize and be featured on ShapeBrea.net and our social media accounts. She noted that March 31st is the deadline to submit pictures and that more information can be found at ShapeBrea.net.

Councilmember Marick announced that Orange County Fourth District Supervisor Doug Chaffee is taking applications for the Small Business Grant Relief Program and that these grants will support eligible small businesses and non-profits impacted by COVID-19 within the Fourth District. She stated that the program will provide \$5,000 awards to qualifying applicants on a first-come, first-served basis and that awardees will be reimbursed for eligible expenses incurred from November 2020-present. She stated that more information can be found at charitableventuresoc.org.

13. Matters from the Audience

Written comments were accepted via email at cityclerksgroup@cityofbrea.net in advance of the meeting.

The following individuals spoke via Zoom:

Jennifer spoke on poor management, code enforcement issues, safety, stalking and security at Heritage Plaza Apartments.

Kristy Eastman spoke on concerns regarding the volume of vehicles and commercial truck issues in the Cliffwood housing tract.

Craig Durfey spoke on inadequate park acreage, mental health, urban planning, California Assembly Bill 209 and the Outdoor Equity Grants Program.

Adam spoke on tree trimming at the Brea Creek Golf Course and commended Will Wenz from Public Works for his help and assistance.

14. Response to Public Inquiries - Mayor / City Manager

City Manager Gallardo responded to public inquiries.

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.*

15. Consideration of an Ordinance of the City Council of the City of Brea adopting Zoning Text Amendment No. ZTA 20-01 to Amend Title 20 of the Brea City Code to Replace the Provisions Pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units Within the City of Brea

Senior Planner Arauz provided a PowerPoint presentation and discussed the proposed Ordinance amendment; the legislative background, Accessory Dwelling (ADU) vs Junior Accessory Dwelling Unit (JADU); proposed Ordinance highlights; proposed review process; ADU Certificate of Compatibility process; and California Environmental Quality Act (CEQA).

In response to Mayor Vargas' inquiry, Senior Planner Arauz stated that new ADU structures will be required to follow specific set-back regulations but if an existing structure was converted to an ADU, exiting set-backs could be maintained.

Councilmember Simonoff noted concern in regard to the State controlling local zoning.

Councilmember Parker and Mayor Pro Tem Hupp spoke on concern about further erosion of local control and urged residents to write letters to the Governor and State Representatives in regard to maintaining local control.

Mayor Vargas opened the Public Hearing.

Having no public comment, Mayor Vargas closed the Public Hearing.

Motion was made by Council Member Parker, seconded by Mayor Pro Tem Hupp to find the project exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282(h); and introduce Ordinance No. 1220 of the City Council of the City of Brea adopting Zoning Text Amendment No. ZTA 20-01 to amend Title 20 of the Brea City Code (BCC) to replace the provisions pertaining to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) within the City of Brea (Attachment A); and schedule a second reading to adopt Zoning Text Amendment No. ZTA 20-01 on March 16, 2021.

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

Passed

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

CITY COUNCIL - CONSENT

16. **February 16, 2021 City Council Regular Meeting Minutes** - Approve.
17. **Amendment No. 1 to Professional Services Agreement with HF&H Consultants, LLC for Refuse Contract Negotiations and SB 1383 Compliance Assistance in the Additional Amount of \$95,000** - Approve Amendment No. 1 to Professional Services Agreement (PSA) with HF&H Consultants, LLC for Refuse Contract Negotiations and SB 1383 Compliance Assistance in the Additional Amount of \$95,000. Funding in the amount of \$95,000 will come from the enterprise fund for refuse-related expenditures, Fund 440 (Sanitation & Street Sweeping).

Councilmember Simonoff abstained from this item due to conflict of interest.

18. **Acceptance of the Alley Rehabilitation Projects, CIP 7319, 7320 & 7321** - Accept projects as complete and authorize City Clerk to record Notice of Completion(s); and authorize City Clerk to release the Payment and Performance Bond(s). There is no impact to the General Fund.
19. **Extension of Professional Services Agreement with Interwest Consulting Group, Inc.** - Approve one-year extension of Professional Services Agreement with Interwest Consulting Group, Inc. in the amount not-to-exceed \$150,000 per year. There is no impact to the General Fund.
20. **City Disbursement Registers for February 19 and 26, 2021** - Receive and file.

Motion was made by Council Member Parker, seconded by Mayor Pro Tem Hupp to approve City Council Consent items 16-20; noting that Councilmember Simonoff abstained from voting on Item #17.

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

Passed

CITY/ SUCCESSOR AGENCY - CONSENT

21. **Successor Agency Disbursement Register for February 26, 2021** - Receive and file.

Motion was made by Council Member Simonoff, seconded by Council Member Parker to approve City/Successor Agency Consent Item #21.

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

Passed

ADMINISTRATIVE ANNOUNCEMENTS

22. **City Manager**
None.
23. **City Attorney**
None.

24. Council Requests

None.

COUNCIL ANNOUNCEMENTS

Councilmember Marick thanked Santiago Segura for leading the Pledge of Allegiance and spoke of hope for soon returning to in-person meetings.

ADJOURNMENT

Mayor Vargas Adjourned the General Session at 7:45 p.m in memory of Pastor Bob Reeve.

Respectfully submitted,

The foregoing minutes are hereby
approved this 16th day of March 2021.

Lillian Harris-Neal, City Clerk

Steven Vargas, Mayor

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members
FROM: Tracy Steinkruger, Community Development Director
DATE: 03/16/2021
SUBJECT: **2020 GENERAL PLAN ANNUAL REPORT**

RECOMMENDATION

Staff recommends that the City Council take the following actions:

1. Receive and file the 2020 General Plan and Housing Element Annual Report.
2. Direct staff to submit the Housing Element Annual Report to HCD and OPR.

BACKGROUND/DISCUSSION

BACKGROUND

In 2003, Brea comprehensively updated its General Plan. Included with its adoption was an Implementation Guide. The Implementation Guide is intended for use as the basis for preparing the Annual Report to the City Council on the status of the City's progress in implementing the General Plan goals and policies. State Government Code Section 65400 requires an annual report be given to the legislative body on the status of implementing the goals of the General Plan. This report covers the efforts made during 2020 in implementing the programs of the Housing Element as well as building permit activity to show the progress made towards achieving our Regional Housing Needs Assessment (RHNA) allocation. The last reporting year for the Housing Element 5th Cycle will be 2021.

DISCUSSION

The City continues to implement the goals and policies of the General Plan in 2020, as outlined in Attachment 1 of this report. A few key achievements have been summarized below:

- In 2020, the City approved three Precise Developments (PD), 15 Conditional Use Permits (CUP), two Zoning Designations (ZC), one Development Agreement (DA), one General Plan Amendment (GPA) and one Certificate of Compatibility (CC). These projects included improvements to existing commercial, industrial and residential sites as well as new construction development.
- The City of Brea has issued building permits for 2,174 residential units so far in the 2014-2021 housing cycle. In 2020, the City issued 11 building permits for a total of 20 new residential units added to the City's housing stock. Permits were issued for a total of nine Accessory Dwelling Units and 11 multi-family residential units (Central Park Village).

- The State Route 57 Freeway & Lambert Road Interchange Project continues to move forward within the construction phase in 2020. This project is estimated to cost 100 million dollars and will provide much needed traffic congestion relief by reconfiguring the on and off ramps at Lambert Road.
- In 2020, the City achieved a few significant milestones not reflected in the Annual Report. The City was successful in securing Karen Warner & Associates as the 6th Cycle Housing Element consultant. Karen Warner and City staff kicked off the Housing Element with the Planning Commission and City Council in November 2020. As part of this kick-off, the City developed and launched Shape Brea, an online engagement platform where the community can influence decision making, contribute ideas and provide input. The Housing Element is the first City initiative on this new platform.

COMMISSION/COMMITTEE RECOMMENDATION

On February 23, 2021, the Planning Commission recommended the City Council receive and file the 2020 General Plan Annual Report and directed staff to submit this report to the Department of Housing and Community Development (HCD) and the Office of Planning and Research (OPR) with a 5-0 vote. Staff received one comment letter regarding the report during matters from the audience (Attachment 2).

FISCAL IMPACT/SUMMARY

No impact on the General Fund.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Jason Killebrew, City Planner

Concurrence: Tracy Steinkruger, Community Development Director

Attachments

1. 2020 General Plan Annual Report
 2. February 23, 2021 Planning Commission Public Comment Letter
-



MEMORANDUM

TO: Mayor Vargas and City Council

FROM: William Gallardo, City Manager

BY: Tracy Steinkruger, Community Development Director

DATE: March 16, 2021

SUBJECT: 2020 GENERAL PLAN ANNUAL PROGRESS REPORT

EXECUTIVE SUMMARY

In 2020, the City continued to implement the Goals and Policies identified in the comprehensive update to the General Plan adopted in August 2003. As required by Section 65400 of the California Government Code, the following is the annual report on the status of the plan and on Brea's progress in meeting our share of the Regional Housing Needs Assessment (RHNA) established through the Southern California Association of Governments (SCAG). The annual report covers the period from January 1, 2020 to December 31, 2020. Once accepted by the City Council, the report will be submitted to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD). This report is due to HCD by April 1, 2021.

ADMINISTRATION OF THE GENERAL PLAN

Under California law, each city and county must adopt a comprehensive, long-term General Plan with seven mandated elements. The City of Brea's General Plan was adopted in 2003 and organized into five chapters: including Community Development, Housing, Community Resources, Community Services, and Public Safety. Amendments and comprehensive updates are adopted periodically to ensure the General Plan remains current. The following report is organized into the five chapters from the General Plan. The first appendix of the General Plan, Appendix A: Implementation Guide, Exhibit A, provides the overall direction and the specific policies to be carried out to fulfill the City Council adopted Goals intended to be achieved as a result of the General Plan Update. This appendix should be referenced for specific information regarding Goals and Policies cited in this report. **Figures 1 through 5** show the status of the City's General Plan Elements during the 2020 calendar year.

FIGURE 1
General Plan Community Development Element

Element	Goal/ Policy	Comment
Community Development		
Land Use	CD-1 CD-1.1 CD-1.2 CD-1.4 CD-1.5 CD-1.7 CD-1.9 CD-1.11 CD-2.1 CD-2.2 CD-2.5 CD-4.3 CD-4.5 CD-9.5 CD-16.2	The Zoning Code is a tool used to implement the goals and policies of the General Plan. Development projects consistent with the General Plan were approved in 2020. The City approved three Precise Developments (PD), 15 Conditional Use Permits (CUP), two Zoning Designations (ZC), one Development Agreement (DA), one General Plan Amendment (GPA) and one Certificate of Compatibility (CC). The projects included improvements to existing commercial, industrial and residential sites and new construction to commercial, industrial, and residential sites.
Circulation, Infrastructure	CD-10.1 CD-10.4 CD-10.5 CD-11.1 CD-11.11 CD-12.5 CD-12.6 CD-13.1 CD-13.2 CD-13.3 CD-13.4 CD-14.1 CD-15.3 CD-18 CD-26.3 CD-27.1 CD-27.4 CD-27.5 CD-28.1 CD-28.2 CD-28.3	<p>During 2020, the City completed or initiated a number of Capital Improvement Projects (CIP) to implement a safe and efficient circulation system that offers a variety of mobility choices throughout the community.</p> <p>The State Route 57 Freeway & Lambert Road Interchange Project continues to move forward with the construction phase. This project is estimated to cost 100 million dollars and will provide much needed traffic congestion relief by reconfiguring the on and off ramps at Lambert Road.</p> <p>The City continues to seek out grant opportunities to extend the Tracks at Brea to the western City limits and ultimately the larger regional trail system. The trail system provides an integrated and safe bicycle and pedestrian network.</p> <p>The City continues to participate in the Regional Transportation Signal Synchronization Program (TSSP). The TSSP provides grant funds for cities to make</p>

		<p>traffic signal timing adjustments to improve safety and efficiency on key arterial highways in the county. In 2020, the City updated its Local Signal Synchronization Plan (LSSP) which is required for program eligibility, participated in the multi-jurisdictional Imperial Highway Corridor project currently underway, and obtained funding for the Lambert Road Corridor Project which is set to begin its design phase in 2021. Additionally, the Birch Street Corridor project is in the final two years of its monitoring phase, providing additional fine tuning of traffic signal operations along that corridor in relation to changes in traffic flow related to street construction activities and the pandemic.</p> <p>The City also continues annual traffic compliance and routine maintenance of the street network per the CIP program and the Pavement Management Plan. A number of areas of the City were rehabilitated through the CIP program including portions of Puente Street, the Eagle Hills residential streets, as well as multiple locations as part of the Citywide slurry seal and concrete programs. In addition, this program allowed for the successful completion of street name sign replacement on Imperial Highway and Valencia Avenue.</p> <p>Efforts to improve facilities and infrastructure components are facilitated through the City's CIP program. During 2020, Public Works coordinated and completed several infrastructure and facilities projects including the replacement of the water supply lines for Eagle Hills Tract and Puente Street, the replacement of sewer lines within Central Avenue, the addition of security enhancements to the Brea Community Center and the Brea Civic and Cultural Center, and the rehabilitation of Wildcatters Dog Park.</p>
Economic Development	CD-1.3 CD-1.6 CD-1.11 CD-16.1 CD-23.1 CD-23.2 CD-23.4 CD-24.1	<p>The City continues to maintain and facilitate the Business Retention and Attraction Program. Brea is an active participant in the Orange County Economic Development Working Group, the Orange County Planning Collaborative, the International Council of Shopping Centers, and the California Association of Local Economic Development</p>

	<p>CD-24.4 CD-24.5</p>	<p>(CALED). The City regularly collaborates and partners with the Brea Chamber of Commerce.</p> <p>The City continues to promote the Shop Brea Program, a community marketing effort to encourage Breans to shop locally. The program educates the community on how shopping in Brea benefits residents directly.</p> <p>The City maintains the Be Brea website to provide small business resources and outlines how to start a small business in Brea.</p> <p>The City participates in the International Council of Shopping Centers (ICSC) to meet with property owners and potential businesses looking to locate in Brea.</p> <p>The City continues to build connections with the Brea Chamber of Commerce and participates in events including Brea Young Professionals and Lead lunch.</p> <p>The City provided a free Temporary Use Permit application process for outdoor services to aid existing businesses during Covid-19.</p>
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FIGURE 2
General Plan Community Resources Element

Program	Goal/Policy	Achievement
Community Resources		
Parks and Open Space	<p>CR-1.3 CR-3.6 CR-2.1 CR-3.2</p>	The City conducted a park inventory and needs assessment of recreational amenities to determine the deficiencies as compared to other local cities and the national average.
Trails	<p>CR-6 CR-6.3 CR-6.4 CR-7.1 CR-7.2</p>	The City continues to seek partnering and funding opportunities to extend the Tracks at Brea to connect to the larger regional trail systems. The trail system provides an integrated and safe bicycle and pedestrian network.

Water Conservation and Quality	CR-9.3 CR-11 CR-11.4 CR-11.5 CR-11.6 CR-12 CR-12.1 CR-12.2	Approximately 1000 catch basins and storm drains and 50 miles of main sewer lines were cleaned to maintain compliance with the National Pollution Discharge Elimination System (NPDES). Where appropriate, the City will seek funding to continue to modernize the system to accommodate growth in the City.
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FIGURE 3
General Plan Community Services Element

Program	Goal/Policy	Achievement
Community Services		
Human Services, Recreation Programs, Education Services	CS-1 CS-1.1 CS-1.2 CS-1.4 CS-2.3 CS-2.5 CS-3.4 CS-3.5	<p>The Brea Community Center (BCC) supported the offering of a variety of different programs in 2020. The After School Program modified their program from only after school hours to support students and families with virtual distance learning childcare for the full school day supporting approximately 50 students per day. Outdoor fitness programs and one-on-one personal training are also being offered at the Fitness Center for all ages.</p> <p>The Brea Resource Center continues to provide extensive family support programs such as individual, couples and family counseling, support groups, case management, homeless outreach services, and holiday programs.</p> <p>The Brea Senior Center continues to offer a variety of programs and services, including informative presentations, nutritional programs, transportation services, and virtual fitness classes.</p>
Cultural Arts	CS-5.1 CS-5.6 CS-5.11 CS-6.1	<p>Two art pieces were added to Brea's Art in Public Places (APP) Collection, totaling 185 sculptures throughout the city.</p> <p>In 2020, the Curtis Theatre hosted a youth theatre program with approximately 150 youth participants. The Theatre also produced six virtual summer concerts which resulted in over 4,000 online views.</p>

FIGURE 4
General Plan Public Safety Element

Program	Goal/Policy	Achievement
Public Safety		
Emergency Services and Safety	PS-1 PS-1.1 PS-1.2 PS-1.3 PS-1.4 PS-1.5 PS-1.6 PS-1.7 PS-1.8 PS-1.10 PS-1.12 PS-2.3 PS-3.1 PS-3.2 PS-3.3 PS-8.6	<p>The Police Department and Fire Department meet with City staff to identify impacts on new development and are involved with the plan check process providing input and conditions related to public safety concerns.</p> <p>The Police Department provides support and expertise to the Traffic Committee.</p> <p>The Police Department's Homeless Liaison Officer (HLO) continues to work closely with the City's Resource Center to conduct outreach efforts with identified homeless families and individuals. This team was successful in assisting homeless persons obtain essential services. Additionally, the HLO responds on complaints related to homelessness.</p> <p>The Police Department has begun to implement differing recommendations from the staffing needs assessment. The Department is continuing to prepare a strategic management plan based upon the study and needs of the community.</p> <p>The Police Department has implemented a tablet-based computing system which has increased effectiveness of the field officers through the use of report writing, citation issuance, and photographic evidence collection.</p> <p>To facilitate increased traffic safety, the Police Department purchased an additional radar trailer, acquired through a grant from the California Office of Traffic Safety. The Police Department continues to be represented on the City's Strategic Planning on Technology (SPOT) team.</p> <p>The Police Department's full-time Crime Analyst prepares weekly statistical analysis with the Patrol Area Commanders to identify strategies for intervention and apprehension. Bi-monthly, the Department's commanders and supervisors</p>

		<p>meet to discuss effectiveness and problem solve in a collaborative environment.</p> <p>The Police Department continually seeks innovative ways to reach and inform the public including the use of technology and a growing social media platform. Weekly live broadcasts on social media provide information and updates on recent police activity and highlight community events. The Department continues to utilize the mobile application by providing community members a mobile tool for accessing Police Department data and services.</p> <p>Volunteer services remained very strong. The Brea Police Explorers and Volunteers in Police Service (VIPS) continued to provide thousands of hours of service to the City. The Police Department recently launched the new Community Outreach Bureau (COB) consolidating existing resources, including the Downtown Liaison Officer (DLO), the Homeless Outreach Officer (HLO), and the School Resource Officer (SRO), under the supervision of one Lieutenant. Consolidating these three positions into one unit affords the police department greater flexibility and responsiveness to meet our community's needs. While each officer will maintain their primary responsibilities, they will be cross-trained in each other's assignments. Once properly trained, these officers will work more closely together as a team, assisting one another as-needed instead of operating independently of one another to better serve our mission and the needs of the community.</p> <p>The Fire Department and Police Department look forward to the near future where public engagement with the community can once again commence.</p> <p>The Fire Department led community outreach events and collected approximately 5,000 toys for the Brea Fire Department Holiday Toy Drive.</p> <p>The EOC had three activations and is still "activated" for the COVID 19 pandemic.</p>
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		<p>The Fire Department hosted one 5-day CERT academy and one RACES drill.</p> <p>The Fire Department continued Fire Investigation programs and the 4th of July Firework awareness campaign.</p> <p>The Fire Department completed 10 years of Command Staff Consolidation.</p> <p>The Fire Department responded to 4,254 calls for emergency fire or medical services.</p> <p>The Fire Department conducted more than 1,090 fire inspections in 2020.</p>
Hazards Management	PS-4.1 PS-4.3 PS-4.4 PS-7.2 PS-7.3 PS-8.3	<p>The Fire Department continues to ensure that hazardous materials used in businesses and industries are properly held and provide education and information to the community for commonly used hazardous material.</p>
Wildland Fires	PS-6.1 PS-6.2 PS-6.3 PS-6.4	<p>The Fire Department implements the Weed Abatement Enforcement Program and the Very High Fire Hazard Area code requirements for new residential construction.</p> <p>The Fire Department distributed over 3,000 Wildland pamphlets to high fire and severe fire zones. This mailer reminds and educates homeowners to be diligent in their weed abatement and clearance of hazards on their property.</p>

HOUSING

Status of Housing Element Implementation

The City's current Housing Element was adopted on November 5, 2013. California Government Code Section 65588 requires local jurisdictions to frequently review its Housing Element to evaluate:

- The appropriateness of the housing goals, objectives and policies in contributing to the attainment of the State housing goal.
- The effectiveness of the Housing Element in attainment of the community's housing goals and objectives.
- The progress of the city, county or city and county implementation of the Housing Element.

The City's current Housing Element was reviewed by the State of California in November 2013 and was found to be in full compliance of State housing law. The finding was based on Brea's commitment to addressing its Regional Housing Needs Assessment (RHNA). Figure 5 below shows the status of the City's General Plan Housing Element Programs in conformance with the 2014-2021 Housing Implementation Program Summary, as outlined in Exhibit B.

Regional Housing Needs Assessment

State law requires jurisdictions to provide their share of the RHNA allocation. The Southern California Association of Governments (SCAG) determines the housing growth needs by income for local jurisdictions through RHNA. The City of Brea's RHNA allocation for the 2014-2021 is 1,851 units which is divided into the following income groups:

- Extremely Low – 213 units
- Very Low – 213 units
- Low – 305 units
- Moderate – 335 units
- Above Moderate – 785 units

Exhibit C of this report shows the residential site inventory that identifies achievable focused development sites for potential mixed-use housing developments. The City of Brea has issued building permits for 2,174 units so far in this Housing Cycle. As outlined in the 2020 Housing Element Annual Progress Report (Exhibit D), the City issued 11 building permits for a total of 20 new residential units added to the City's housing stock. Permits were issued for a total of nine Accessory Dwelling Units and 11 multi-family residential units (Central Park Village).

The City has two funds that account for revenues received and expenditures made for affordable housing – The Affordable Housing Trust Fund and the Housing Successor Fund. The Housing Successor Annual Report for the year 2019-2020 is included as Exhibit E.

FIGURE 5
General Plan Housing Element Programs

Program	Goal/Policy	Achievement
Housing		
Single-family Rehabilitation	HE-1.2 HE-1.3	One loan and six grants were issued to low income Brea homeowners for the rehabilitation/repair of their homes through the administration of the Community Development Block Grants program.
Affordable Housing Ordinance	HE-2.2 HE-2.6 HE-3.1 HE-3.4 HE-6.5 HE-6.6	The City approved Mercury Village, a 114-unit workforce housing project that will include 11 low-income inclusionary units.
Land Use Element and Sites Inventory	HE-3.1 HE-3.2 HE-3.3 HE-3.4 HE-4.3	The Brea Place project was issued building permits in 2019 and started its construction phase in 2020. At completion, the project will add 653 residential units to the housing stock.

Mixed Use/ High Density Opportunity Sites	HE-2.2 HE-2.6 HE-3.1 HE-3.3	<p>The City is moving forward to consider high density development projects within the Brea Core Area. The City approved Mercury Village in June, 2020 for 114 workforce housing units.</p> <p>Brea Mall is currently under review to demolish the Sears department store and surrounding surface parking to allow a mix of uses, including approximately 312 multi-family housing units.</p> <p>Brea Place is currently under construction and will provide 653 residential apartments.</p>
Accessory Dwelling Units (formerly known as second units)	HE-2.4 HE-3.5	<p>The City continues to promote the development of Accessory Dwelling Units (ADU) as a form of multigenerational and affordable housing. This year, nine building permit applications were approved for ADUs in the city.</p> <p>The City has initiated the adoption of a new ADU and JADU Ordinance to comply with State law.</p>
Multi-family Design Guidelines	HE-4.0 HE-4.2 HE-4.4	The City continues to search for funding to create flexible design guidelines to accommodate new approaches to housing, update parking standards and remove entitlement impediments to streamline the process.
CEQA Exemptions for Infill Projects	HE-4.0 HE-4.4	The City continues to utilize appropriate CEQA exemptions for qualified urban infill and other qualifying residential projects.
Efficient Project Processing	HE-4.0 HE-4.4	The City utilized funding to launch Accela, a new permit software system to modernize the development process and improve record retention.
Fair Housing Program	HE-5.1 HE-5.5	The City aims to further Fair Housing Practices in the community by providing fair housing outreach and educational information to the public through the public counter, one-on-one appointments, and the City website.
Housing Accessibility	HE-5.0 HE-5.4	The City continues to expand accessible housing options to persons living with disabilities.

Senior Housing Opportunities	HE-2.5 HE-5.3 HE-5.4	<p>The City supports a range of housing options to address the diverse needs of Brea's growing senior population.</p> <p>The Planning Commission approved the Alvero Assisted Living and Memory Care project on May 26.</p> <p>The City continues to conduct outreach with the senior population to ensure their voices are heard including input on the Housing Element Update.</p>
Green Building	HE-6.1 HE-6.3 HE-6.4	<p>The City continues to provide outreach and education to developers, architects and residents on the CALGREEN code and ways to incorporate sustainability in project design.</p> <p>The City adopted the 2019 California Building Code that went into effect on January 1, 2020. The updated code includes changes that will positively affect the energy code requirements and improve the design for residential energy consumption.</p>
Healthy Communities	HE-1.1 HE-1.4 HE-5.5 HE-6.4 HE-6.5 HE-6.6	<p>The City completed the Active Transportation Component of the Brea Core Plan in 2019. Phase 2 will include land use planning efforts with full community engagement.</p>

Exhibit A – Implementation Guide

Exhibit B – Housing Implementation Program Summary

Exhibit C – Focused Development Sites Inventory

Exhibit D – 2020 Housing Element Annual Progress Report

Exhibit E – Housing Successor Annual Report

Appendix A

IMPLEMENTATION GUIDE

THE CITY OF
BREA
GENERAL PLAN



Appendix A

IMPLEMENTATION

GUIDE



The General Plan Implementation Guide provides a guide to implement adopted General Plan policies and plans for City elected officials, staff and the public. The purpose of the Implementation Guide is to ensure the overall direction provided in the General Plan for City growth and development is translated from general terms to specific actions.

Each implementation measure is a program, procedure, or technique that requires additional City action. This action may either occur on a City-wide basis, or in individual subareas. Some of the implementation measures are processes or procedures the City currently administers on a day-to-day basis (such as development project review), while others identify new programs or projects that will become day-to-day planning activities in Brea. The City Council, by relating the Implementation Guide to the General Plan, recognizes the importance of long-range planning considerations and budgeting to such day-to-day activities. Implementation of the specific programs will be subject to funding constraints.

The Implementation Guide is organized into five subsections that correspond to the General Plan Chapters. Each of the subsections is comprised of programs that directly relate to the policies and plans of the corresponding General Plan element.

Use of the General Plan Implementation Guide

The Implementation Guide is intended for use as the basis for preparing the Annual Report to the City Council on the status of the City's progress in implementing the General Plan, as described in Section 65400 of the California Government Code. Because many of the individual actions and programs described in the Implementation Guide act as mitigation for significant environmental impacts resulting from planned development identified in the General Plan, the annual report can also provide a means of monitoring the application of the mitigation measures as

required by AB 3180. This Implementation Guide should be updated annually with the budget process and whenever the City's General Plan is amended or updated to ensure continued consistency and usefulness.

Community Development
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION I: LAND USE									
Citywide									
CD-1.1 CD-1.2 CD-1.4 CD-1.5 CD-1.9 CD-1.11 CD-4.4 CD-6.6	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the updated ordinance and map over time. Use redevelopment set-aside funds and other funding mechanisms to assist with the development of work force housing.	Development Services Economic Development	General fund Redevelopment	By the end of 2004; Ongoing					
CD-1.3 CD-1.6	Structure zoning ordinance use regulations to allow a broad range of commercial and industrial businesses. Create partnerships with the Chamber of Commerce and other local organizations to attract new businesses to the community.	Economic Development	General fund	Ongoing					
CD-1.7 CD-1.8	As part of a development impact fee program, collect funds for the acquisition and improvement of trails shown on Figure CR-2 of the Community Resources Chapter. Require developers to provide the open space linkages and trails shown on Figure CR-2 of the Community Resources Chapter.	Development Services	Impact fees	Establish program by end of 2005; Ongoing					
CD-1.10	Revise zoning regulations for residential zones to ensure maximum preservation of open space resources. Cooperate with conservation agencies in their efforts to acquire open space. Cooperation may include partnering City funds with private sources for strategic open space acquisitions.	Development Services	General fund Mitigation payments	Revise ordinance by end of 2004 Ongoing					
CD-1.13	Conduct a study to determine whether existing residential zoning regulations adequately address the suitability of additions to existing residential units, the bulk of residential development, particularly as it pertains to established neighborhoods. If the study points toward a need to revise standards, revise standards accordingly.	Development Services	General fund	By the end of 2004					
CD-1.12	Continue the use of the City’s housing rehabilitation loan program and NEIGHBORHOOD ENHANCEMENT PROGRAM.	Economic Development	Redevelopment Funds; Community Development Block Grants (CDBG) funds	Ongoing					
CD-1.14	Authorize funds annually and identify necessary staff resources to allow continued implementation of the Neighborhood Preservation Ordinance.	Development Services	General Fund Redevelopment Funds	Annually					
Focus Areas: Northwest Neighborhoods									
CD-2.1	Develop and adopt design guidelines for residential development.	Development Services	General fund	By the end of 2005					
CD-2.2	For all new residential development proposals, require that street and/or pedestrian connections are provided between existing development that abuts the new development and that new development.	Development Services	Application fees	Ongoing					
CD-2.3 CD-4.3	Study the recommendations of the <i>Street Design and Traffic Calming Recommendations for Neighborhoods 4 and 6 in the City of Brea, CA</i> study, and prioritize recommended improvements. Identify where such traffic calming devices could be effective in reducing speeds on other residential streets.	Development Services Economic Development	General fund; CIP funds Redevelopment funds	Complete analysis by 2006; implement improvements as funds available					
CD-2.4	Continue to implement City ordinances regulating street trees and landscaping.	Development Services Maintenance	General fund	Ongoing					

Community Development
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-2.5	Utilize grant and loan programs to assist small businesses with façade enhancements.	Economic Development	Redevelopment funds; Community Development Block Grants (CDBG) funds	Ongoing					
CD-3.1 CD-3.2 CD-3.6	Enhance and emphasize Puente and Berry Streets as primary pedestrian routes to Central Avenue by enhanced landscaping and improved pedestrian safety. Investigate the feasibility of establishing daily, regularly scheduled transit service throughout the Northwest neighborhood and other areas of the City with concentrations of older residents and others that rely heavily on public transit.	Development Services Development Services, OCTA	Capital Improvement Program (CIP) funds OCTA Federal grants	Ongoing; Investigate by end of 2005, implement as needed					
CD-3.2	Investigate the feasibility of establishing daily, regularly scheduled transit service throughout the Northwest neighborhood. With redevelop of commercial sites within the area, consider establishing a senior center as part of any mixed-use development.	Development Services, OCTA Economic Development Department	OCTA Federal grants Redevelopment funds	Investigate by end of 2005, implement as needed; As development is proposed					
CD-3.4	Work with Chamber of Commerce to help encourage local retail businesses to market and serve residents in the Northwest area.	Economic Development, Chamber of Commerce	General Fund	Ongoing					
CD-3.5 CD-4.2	Extend the Downtown directional signage program to Central Avenue. Establish streetscape/landscape design plans for Central Avenue and Puente and Berry Streets consistent with the Public Realm Urban Design Palette in the Community Development Chapter.	Development Services	Redevelopment funds Capital Improvement Program (CIP) funds	By 2004; By 2006					
Focus Areas: Downtown Brea									
CD-4.1	Use the City's Business and Attraction Program to help diversify the mix of Downtown businesses by attracting new businesses and expanding existing businesses.	Economic Development	General fund	Ongoing	CD-21.1 CD-21.3 CD-21.6 CD-22.1 CD-22.2 CD-22.4 CD-22.5 CD-23.1				
CD-4.4	Revise zoning regulations to be consistent with the Land Use Plan of the General Plan, which plans for mixed-use development along the Brea Boulevard and Birch Street corridors.	Development Services	General fund	By the end of 2004					
CD-4.5 CD-4.6	Ensure Birch Street Streetscape Improvements include signage and landscape links between Downtown and Civic Center/Brea Mall area, as well as public plaza areas.	Development Services	Capital Improvement Program (CIP) funds	By 2004					
CD-4.7	Work with Cultural Arts Commission and Recreation Services to promote Brea's heritage through artwork, signs, preservation, recreation programs, events, and historical structures throughout the City and in City park lands. Use Federal, state, non-profit, and private programs and resources to promote Brea's historic resources.	Cultural Arts Commission, Recreation Services	General fund	Ongoing	CD-5.6		CR-14.7 CR-14.8 CR-14.9 CR-15.3 CR-15.5 CR-15.6	CS-5.1 CS-5.2 CS-5.4 CS-5.6	
CD-4.8	Conduct a study to determine whether a trolley system that serves Downtown Brea and surrounding areas is feasible.								

Community Development
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
Focus Areas: Historic Brea									
CD-5.1 CD-5.2	Establish streetscape/landscape design plans for South Brea Boulevard and Historic Brea that complement the existing historic environment and resources. Ensure plans are consistent with the Public Realm Urban Design Palette in the Community Development Chapter.	Economic Development	Capital Improvement Program (CIP) funds	By 2006					
CD-5.3	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the updated ordinance and map over time. Continue to implement the Neighborhood Enhancement Plan allowing for various rehabilitation programs.	Community Services, Economic Development							
CD-5.4 CD-5.6 CD-6.1 CD-6.5	Update and amend the Brea Towne Plaza Specific Plan to include updated standards on design guidelines for commercial development for South Brea Boulevard that respect and complement the historic character of surrounding neighborhoods.								
CD-6.2	Encourage ownership housing types such as condominiums and townhouses within in the Mixed Use III area in South Brea Boulevard.								
CD-5.5 CD-5.7	Investigate the potential of creating historic districts, conservation districts, and/or preservation overlay zones within the City. Amend the Historic Preservation Ordinance in developing criteria for district designation and include appropriate regulations to safeguard historic resources within the delineated district.	Development Services	General fund,	Investigate by end of 2005			CR-14.2		
Focus Areas: Carbon Canyon and Olinda Village									
CD-7.1 CD-7.3 CD-7.4 CD-8.2 CD-8.3 CD-8.7	Update and continue to implement the Brea Hillside Management Ordinance. Implement the Hillside Development Policy within the Land Use Section of the General Plan.	Development Services, Fire and Police Services	Development fee, Environmental impact mitigation	By the end of 2004; Ongoing					
CD-7.2	Require development proposals, particularly in sphere of influence and hillside areas to preserve, restore, and enhance existing wildlife corridors, habitat, and roadway crossings.	Development Services	Development fee, Environmental impact mitigation	Ongoing			CR-10.3 CR-10.5		
CD-7.5	Work with the Economic Development to assist in attracting local-serving businesses in Olinda Village and ensure the businesses are consistent with the Neighborhood Commercial designation of the Land Use Policy Map.	Development Services, Economic Development	General fund	Ongoing	CD-21.1 CD-21.3 CD-21.6 CD-22.1 CD-22.2 CD-22.4 CD-22.5 CD-23.1				
CD-7.7 CD-8.1	Investigate creative methods or programs aimed at acquiring and/or purchasing open space lands such as: <ul style="list-style-type: none">Conservation easements;Purchase of development rights;Transfer of development rights;Mitigation and Land banking;Development rights agreement; andOpen space preservation fund;	Development Services,	Development fees, Bonds, Special assessment districts, Grants, Open space conservation funds,	By the end of 2004	CD-1.7 CD-1.9 CD-1.10 CD-6.2 CD-7.1 CD-7.5 CD-8.6		CR-4.1 CR-5.1 CR-8.1 CR-8.3 CR-9.1 CR-9.2 CR-9.3 CR-9.5 CR-10.6		
CD-7.8	Investigate alternatives to the Carbon Canyon Specific Plan for regulating land use within this area. Determine whether the Plan is feasible to implement with respect to biological, infrastructure, circulation, and topographical constraints.	Development Services,	General fund	By the end of 2003					
Hillsides and Unincorporated Brea									
CD-8.4	Work with Integrated Waste Management Department of Orange County (IRWD) to ensure the proposed end use of the landfill is a county regional park.								

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-8.5	Collaborate with Federal, state, regional, local, non-profit, environmental and conservation organizations, and private entities to conserve, protect, and enhance open spaces and natural resources throughout Brea’s Planning Area.	Development Services	General fund	Ongoing	CD-1.7		CR-4.3 CR-5.3		
CD-8.6	Review development proposals to ensure projects are integrated into City’s circulation system.	Development Services	Development fees	Ongoing					
CD-8.8	Work closely with the County of Orange to emphasize the City’s need to participate in development review process of projects within Brea’s sphere of influence and surrounding unincorporated	Development Services	General fund	Ongoing					
Southeast Brea									
CD-9.1 CD-9.4	Work with the Economic Development to assist in attracting new commercial businesses in Southeast Brea that complement rather than compete with businesses along Imperial Highway and Downtown. Also assist in attracting an established quality, educational institution in this area such as a community college or a unique small-scale school such as an art college.	Development Services, Economic Development	General fund	Ongoing					
CD-9.2	Require development proposals to include improvements for an urban and walkway trail system including, but not limited to access points, landscaping, proper lighting, intersection improvement, decorated accent paving materials, and other pedestrian improvements. Ensure easy linkages to important activity areas such as schools, commercial areas, cultural and social centers and other high pedestrian activity areas.	Development Services, Recreation Services	Development fees	Ongoing	CD-2.2 CD-2.3 CD-2.4 CD-2.5 CD-6.2		CR-7.1 CR-7.2 CR-7.5		PS-2.2 PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-9.3 CD-9.6	Assess the existing park and recreation system according to the standards established in the Parks and Open Space Section. Require dedication of park facilities, a fee in lieu thereof, or a combination of both, as a condition of new development pursuant to the Quimby Act. Also encourage the development of parks and recreational facilities by the private sector, but available for use by the public. Annually review park facility dedication and development fee requirements to ensure they reflect changing needs of the community, population growth, and current land and construction costs.	Recreation Services, Development Services	Development fees, General fund, Park dedication	Annually	CD-1.7 CD-1.8		CR-6.2 CR-6.3 CR-6.4 CR-6.6 CR-6.7	CS-2.1 CS-2.2 CS-2.3 CS-2.4	PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-9.5	See Housing Element								
CD-9.7	Have the Community Services Department to explore different cultural art options for the reuse of the Unocal center theatre.	Community Services	General fund	By the end of 2005 or after development of the Unocal Research Center					
SECTION II: CIRCULATION									
Regional Transportation Facilities									
CD-10.1 CD-10.2 CD-10.3 CD-10.4	Coordinate planned development in the planning area with needed improvements to the regional circulation system by: 1) Supporting improvement of all regional highways and freeways in the area with Caltrans; 2) Cooperate with surrounding jurisdictions to ensure efficient operation of the arterial network; and 3) Coordinating with Orange County Transit Authority (OCTA) regarding the planned regional network improvements and transit services.	Community Development, OCTA, Caltrans	General fund	Ongoing	CD-26.1				

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-10.4 CD-10.6	Create a special study area for Carbon Canyon Road to analyze local and regional impacts and alternatives to improve congestion on this roadway.	Community Development	General fund	Complete 2005					
Local Circulation System									
CD-10.5	<p>Work closely with OCTA to amend the Master Plan of Arterial Highways as follows:</p> <ul style="list-style-type: none">▪ Reclassify Puente Avenue and Whittier Boulevard as a Collector Arterial. This modification accurately represents the function of this roadway.▪ Reclassify Brea Canyon Boulevard (north of Lambert Road) as a Collector. The Collector classification best reflects the function Brea Canyon Boulevard serves during most travel hours. Only during the evening commute does the roadway experience heavy use, typically as an alternative to the crowded SR-57 freeway. The City will preserve right-of-way adequate for a Minor Arterial, but the Collector designation indicates the anticipated roadway function.▪ Reclassify South Brea Boulevard (south of Imperial Highway) as Primary Arterial. This modification preserves right-of-way consistent with a Major Arterial standard but indicates the City's intention to maintain no more than two travel lanes in each direction. The land use plan provides for South Brea Boulevard to be a mixed-use, pedestrian-friendly district. The wide right-of-way will provide space for on-street parking, pedestrian enhancements, ample landscaping, and street-oriented development.▪ Eliminate Tonner/Valencia Avenue (north of Lambert Road) as Proposed Primary Arterial. Land use policy north of Lambert Road does not support the MPAH alignment, nor does planned densities require a roadway of this size.	Community Development , OCTA	General fund	Complete MPAH by 2004					
CD-11.1 CD-11.2 CD-11.4 CD-11.7 CD-6.3	Implement the circulation system in the planning area in concert with land development to ensure adequate levels of service and monitor the operation of major streets. Future roadways must meet roadway classification specifications and performance criteria. As traffic approaches the Level of Service standards established in the Circulation Section, roadway capacity will be improved by adding through and turn lanes and other transportation measures according to the Arterial Highway Plan.	Community Development	General fund, Measure M revenue, Development fees, Other State and Federal sources, Gas tax revenue	Ongoing					
CD-11.1 CD-13.1	Establish a capital improvement program to address phasing and construction of traffic improvements and capital facilities throughout the planning area. Utilize the Capital Improvement Program (CIP) process to finance and complete the roadway and bikeway improvements specified in the Circulation Section. Update the Capital Improvement Program annually to respond to changes in local priorities and available funding sources.	Community Development	Capital Improvement Program (CIP) funds, Gas tax revenues, Federal Transportation funds	Ongoing					
CD-11.5 CD-11.9 CD-6.4	Revise and/or adopt street design standards, focused on pedestrian and bicycle safety, landscaping, traffic calming, and neighborhood character. If requested by the OCTA, consider requiring (and require developers to provide) bus loading areas or turnouts for buses.	Community Development, OCTA	General fund	Ongoing					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-11.6	To reduce expenditures, improve design, and minimize traffic disruption, coordinate local street improvements with major transportation system improvement projects, such as widening the State Route 57 on and off ramps at Lambert Road.	Community Development, Caltrans	Capital Improvement Program (CIP) funds, Development fees, Gas tax revenue	Ongoing	CD-12.1				
CD-11.10	Coordinate with the school districts and other entities to develop “Suggested Route to School Plans” for all public and private schools in the City and for schools serving students living in Brea. Plans shall identify all pedestrians and bicycle facilities, and traffic control devices for residents to determine the most appropriate travel route. The plans shall also identify existing easements for sidewalks.	Community Development, Brea Olinda School District, La Habra City School District	General fund, Grants	Ongoing					
CD-11.10	Increase priority of pedestrian safety projects (i.e., pedestrian street crossings, sidewalks, or pathways) as part of the Capital Improvement Program. Review the need to install sidewalks or paths and crosswalks on all City streets within one-half mile of all public schools within the City.	Community Development	Capital Improvement Program (CIP) funds	Ongoing					PS-3.1 PS-3.2 PS-3.3
Public Transportation System									
CD-12.1 CD-12.2 CD-12.3 CD-12.4	Work with OCTA to improve transit service and encourage ridership through the following actions: <ul style="list-style-type: none">Encourage provision of transit facilities in major new development and major rehabilitation projects;Support OCTA demand-responsive (ACCESS) service and other paratransit operations ;Work with OCTA to provide information to the public on available alterantive transportation choices and routes; andIncorporate design features into public improvement projects that promote and support the use of public transportation.	Community Development, OCTA	General fund, Development fees	Ongoing			CR-6.3 CR-7.1 CR-7.5		
CD-12.3	Encourage local businesses to provide employees with transit passes or other financial incentives to use transit to commute to and from the workplace.	Community Development	General fund, Private investment	Ongoing					
CD-12.5	Identify bicycle and pedestrian projects in the CIP and through development fees that help to complete or enhance connections to bus stops.	Community Development	General fund, Development fees	Ongoing			CR-6.3 CR-7.1 CR-7.5		
CD-12.6	Work with OCTA and/or require development projects to provide transit stop enhancements including benches, shelters, schedule information, and real-time bus location data. Stop locations should be located near building entrances to encourage bus ridership.	Community Development, OCTA	General fund, Development fees	Ongoing					
Bicycles and Pedestrians									
CD-13.1 CD-13.3 CD-13.4	Implement the Circulation Plan to ensure Development of bicycles facilities and amenities as follows: <ol style="list-style-type: none">Upgrade existing bikeways and develop new bicycle facilities in accordance with the standards and locations in the Circulation Section;Require the provision of secure bicycle parking (e.g., racks, lockers) as part of all future development projects for non-single family residential development;Encourage non-residential development projects to include amenities such as showers and lockers for employees to further bicycling as an alternative to automobile travel; andProhibit motorized vehicular traffic on trails, pathways, parks, and dedicated open space areas except for maintenance and emergency purposes.	Community Development	Capital Improvement Program (CIP) funds, Development fees	Ongoing			CR-6.4 CR-7.5		

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CD-13.2	Require development proposals to include improvements for an urban and walkway trail system including, but not limited to access points, landscaping, proper lighting, intersection improvement, decorated accent paving materials, and other pedestrian improvements. Ensure easy linkages to important activity areas such as schools, commercial areas, cultural and social centers and other high pedestrian activity areas.	Development Services, Recreation Services	Development fees	Ongoing	CD-2.2 CD-2.3 CD-2.4 CD-2.5 CD-6.2				PS-2.2 PS-2.3 PS-3.1 PS-3.2 PS-3.3
CD-13.1	Develop a community awareness program to encourage local use of bicycles paths, lanes, and routes including posting maps on the City's website. Include bicycle and pedestrian safety and enforcement when developing community awareness programs.	Community Development	General fund	Ongoing			CR-6.4 CR-7.5		PS-3.1 PS-3.2 PS-3.3
CD-13.4	Make bikeway improvements a funding priority by: 1) Continuing to consider financing bikeway design and construction as part of the City's annual construction and improvement fund; 2) Incorporating bikeway improvements as part of the Capital Improvement Program; and 3) Aggressively pursue regional funding and other Federal and State sources for new bikeways.	Development Services	Capital Improvement Program (CIP) funds, Federal and State funding sources	Ongoing			CR-6.4 CR-7.5		
SECTION III: INFRASTRUCTURE									
CD-14.1 CD-14.2 CD-14.4	Review development proposals for consistency water, power and solid waste disposal infrastructure requirements.	Development Services, Maintenance Services	General Fund, development fees	Ongoing					
CD-14.2	Implement the City's Water Master Plan recommendations for replacement, maintenance, and improvement of water services.	Maintenance Services	General Fund, development fees, state and federal funds	Ongoing					
CD-14.2	Implement the City's Sewer Master Plan recommendations for replacement, maintenance, and improvement of sewer services.	Maintenance Services	General Fund, development fees, state and federal funds	Ongoing					
CD-14.1	Review development proposals for consistency water, power and solid waste disposal infrastructure requirements.	Development Services	General Fund, development fees	Ongoing					
CD-14.3	Continue to balance infrastructure fees with the cost of providing infrastructure services to new development.	Maintenance Services	General Fund, development fees	Ongoing					
CD-15.1 CD-15.2	Continue to participate in the Orange County Storm Water Management Plan.	Maintenance Services	General Fund	Ongoing	CD-26.1				
CD-15.1 CD-15.2	Provide information on storm water hazards, correct disposal techniques, and recycling options within the Brea Line on a quarterly basis.	Maintenance Services	General Fund	End of 2005	CD-26.1				
CD-15.3	Consider implementing parking restrictions for all streets in Brea on days in which street sweeping occurs.	Maintenance Services	General Fund	End of 2005					
CD-16.1	Provide funding or development incentives to encourage the installation of on-line services or learning opportunities.	Development Services, Maintenance Services	General Fund	End of 2006					
CD-16.2	Examine the feasibility of developing an on-line network or City-intranet for development of on-line building permits, registration, or payment of bills	Development Services, Maintenance Services	General Fund	By end of 2006					

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SECTION IV: ECONOMIC DEVELOPMENT									
Tax Base Revenue Growth									
CD-23.1 CD-23.3 CD-23.6 CD-24.1 CD-24.2 CD-24.4 CD-24.5 CD-25.1	<p>Continue to implement and update, as needed, the Business Retention and Attraction Program, which includes a regional marketing plan, the Brea Business Beat Program, coordination of the Economic Development Committee, the North Orange County Partnership (NOCP), and participation in the Orange County Consortium, and the Orange County Business Council activities.</p> <p>Continue to coordinate with the North Orange Partnership (NOCP), Chamber of Commerce, and the Orange County Business Council to address the needs of existing and future businesses in the community. The City will work with these agencies to obtain input from the business community as to the best means for assisting local businesses and maintaining a healthy business environment.</p> <p>Continue to work with the Brea Chamber of Commerce in providing services and programs that meet the needs of Brea’s business community.</p>	Economic Development North Orange County Partnership Brea Chamber of Commerce			CD-4.1 CD-6.5				
CD-23.2	Revise the zoning ordinance and map to reflect the adopted Land Use Policy Map, and implement the update ordinance and map over time.	Development Services	General Fund	By the end of 2004					
CD-23.5 CD-26.1	Continue to implement the Redevelopment Agency’s 5-year Implementation Plan, Agency adopted goals, and Project Area Plans.	Economic Development Department	General Fund	Ongoing	CD-6.5				
CD-23.7	Create a program (updated regularly) that identifies and advertises childcare services in the City of Brea to residents, employers, and employees in Brea.	Community Services	General fund	Complete by 2004, Ongoing					
Diversity									
CD-24.3	Work with Family Resource Center to offer educational and training opportunities for Breans.	Community Services	General fund	Ongoing					
Expansion of Downtown									
CD-25.2	Review development proposals to ensure proper site design consistent with the Zoning Ordinance Development Standards. Reconfigure parcels, consistent with the Subdivision Map Act, to ensure greater street visibility and adequate automobile and pedestrian access.	Development Services	General fund	Ongoing					
Revitalization of Aging Business Centers									
CD-26.2	Continue to provide low-interest loans to Brea businesses through the commercial Rehabilitation Loan Program that matches loans to businesses of exterior remodeling, common space upgrading, parking improvements, landscape and hardscape upgrades, and signage improvements.								
SECTION V: GROWTH MANAGEMENT									
CD-28.1	Participate in inter-jurisdictional planning forums such as the County of Orange, the Orange County Transportation Authority (OCTA) and other local jurisdictions or other appointed bodies to implement Measure M and the development of future revisions.	Development Services	General fund, Measure M	Ongoing	CD-9.1 CD-9.2 CD-9.3 CD-9.4				
CD-28.1	Participate in the inter-jurisdictional planning forums to discuss traffic improvements, cooperative land use planning and appropriate mitigation measures for development projects with multi-jurisdictional impacts.	Development Services	General fund, Measure M	Ongoing					
CD-27.5 CD-28.3	Work with inter-jurisdictional planning forums to improve the sub regional balance of jobs and housing	Development Services	General fund, Measure M	Ongoing					
CD-26.3 CD-28.2	Cooperate with state, county, and local governments in planning and implementing the City’s Circulation Element, and coordinating efforts to ensure orderly development.	Development Services	General fund, Measure M	Ongoing			CR-13.1		
CD-27.1	Coordinate population, housing, employment, and land use projections with the state Department of Finance, Southern California Association of Governments (SCAG), the County of Orange Development Monitoring Program, and local school and water districts.	Development Services	General fund, Measure M	Ongoing					
G-28.1	Continue to cooperate with the County of Orange in annually updating the Congestion Management Plan (CMP). Participating in the annual CMP update will ensure that the City receives its share of state gasoline sales tax revenue for transportation improvements.	Development Services	General fund, Measure M	Ongoing					
G-27.4 G-27.5	Provide incentives for infill development through development and parking standards in the City’s zoning code.	Development Services	General fund	By 2003					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies														
					Community Development	Housing	Community Resources	Community Services	Public Safety										
SECTION VI: PARKS AND OPEN SPACE SECTION																			
Parks																			
CR-1.1 CR-1.2 CR-1.4 CR-1.5 CR-1.6 CR-1.7 CR-3.3 CR-3.6	Assess the existing park and recreation system according to the standards established in the Parks and Open Space Section. Require dedication of park facilities, a fee in lieu thereof, or a combination of both, as a condition of new development pursuant to the Quimby Act. Also encourage the development of parks and recreational facilities by the private sector, but available for use by the public. Annually review park facility dedication and development fee requirements to ensure they reflect changing needs of the community, population growth, and current land and construction costs. Properly maintain and operate the grounds and facilities of existing parks to minimize vandalism and crime, affirm safe and pleasant environments, and maximize public use and enjoyment.	Community Services, Development Services	Development fees, General fund, Park dedication funds	Annually	CD-1.7 CD-1.8 CD-8.3 CD-8.6		CR-6.2 CR-6.3 CR-6.4 CR-6.6 CR-6.7	CS-2.1 CS-2.2 CS-2.3 CS-2.4	PS-2.3 PS-3.1 PS-3.2 PS-3.3										
CR-1.3	Create new park standards of park development as follows: <table><tr><th>Type of Park</th><th>Size and Service Area</th></tr><tr><td>Smaller green spaces in urban areas (mini, tot lots, and/or pocket parks)</td><td>0.5 to 5 acres, with a ¼ mile service area radius in residential setting</td></tr><tr><td>Neighborhood Park</td><td>5-10 acres, with a ¼- to ½-mile service area radius</td></tr><tr><td>Community or Sports Park</td><td>20-50+ acres, with a ½- to three- mile service area radius</td></tr><tr><td>Regional Park</td><td>50 acres or larger</td></tr></table>	Type of Park	Size and Service Area	Smaller green spaces in urban areas (mini, tot lots, and/or pocket parks)	0.5 to 5 acres, with a ¼ mile service area radius in residential setting	Neighborhood Park	5-10 acres, with a ¼- to ½-mile service area radius	Community or Sports Park	20-50+ acres, with a ½- to three- mile service area radius	Regional Park	50 acres or larger	Community Services, Development Services	Development fees, General fund, Park dedication funds	Establish new standards by end of 2004;	CD-8.3				
Type of Park	Size and Service Area																		
Smaller green spaces in urban areas (mini, tot lots, and/or pocket parks)	0.5 to 5 acres, with a ¼ mile service area radius in residential setting																		
Neighborhood Park	5-10 acres, with a ¼- to ½-mile service area radius																		
Community or Sports Park	20-50+ acres, with a ½- to three- mile service area radius																		
Regional Park	50 acres or larger																		
CR-2.1 CR-2.2 CR-3.7	Review development proposals for potential impacts to existing public parks and open space from non-recreational uses. Ensure that new uses or facilities, including new recreation facilities, do not displace existing casual use facilities and parks.	Development Services, Community Services	Development fees	Ongoing	CD-5.4														
CR-3.1	Create a scheduling program that maximizes use of available recreational programs and facilities.	Community Services	General fund	Establish program by end of 2004;				CS-2.2 CS-2.3 CS-2.4											
CR-3.2	Continue to engage in joint use agreements with the Brea-Olinda School District to further expand recreational facilities.	Community Services, Development Services, Brea-Olinda School District	General fund	Ongoing				CS-3.1 CS-3.2 CS-3.3 CS-6.2											
CR-3.4	Research “Rails to Trails” program and related resources for potential funding sources. Create strategy and proposal to convert abandoned segments of the Union Pacific railroad right-of-way to an additional recreational use, trail, and/or greenway.	Development Services, Community Services	General fund	Complete analysis by 2006			CR-6.4 CR-7.3												
CR-3.5	Collaborate with Federal, state, regional, and local agencies regarding the integration with existing and potential trail systems, recreational facilities, and recreation programs.	Development Services	Development fees, General fund	Ongoing			CR-4.3 CR-5.3 CR-6.1 CR-6.2 CR-6.3												
Open Space																			
CR-4.1 CR-5.1	Investigate creative methods or programs aimed at acquiring and/or purchasing open space lands such as: <ul style="list-style-type: none">Conservation easements;Purchase of development rights;Transfer of development rights;Mitigation and Land banking;Development rights agreement; andOpen space preservation fund;	Development Services	Development fees, Bonds, Special assessment districts, Grants, Open space conservation funds,	By the end of 2004;	CD-1.7 CD-1.9 CD-1.10 CD-6.2 CD-6.7 CD-7.1 CD-7.5 CD-8.6		CR-8.1 CR-8.3 CR-9.1 CR-9.2 CR-9.3 CR-9.5 CR-10.6												

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION VIII: WILDLIFE HABITAT									
CR-8.1	<p>Require development proposals, particularly in sphere of influence and hillside areas to preserve, restore, and enhance existing wildlife corridors, habitat, and roadway crossings.</p> <p>Require development proposals to include the assessment of potential migratory birds and raptor nests (in compliance with the Migratory Bird Treaty Act and the California Fish and Game Code.) Mitigation for the presence of active nests may be conducted in the following ways:</p> <ul style="list-style-type: none">▪ Prior to the commencement of tree removal during the nesting season (February – July), all suitable habitats should be thoroughly surveyed for the presence of nesting birds by a qualified biologist. If any active nests are detected, the area shall be flagged and avoided until the nesting cycle is complete; or▪ Tree removal and grading may be delayed until after the breeding season (August-January) to ensure that no active nests will be disturbed.	Development Services, United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG)	Development fee, Environmental impact mitigation	Ongoing	CD-6.2		CR-10.3 CR-10.5		
CR-8.2 CR-9.2 CR-9.3 CR-9.4	<p>Assess development proposals for potential impacts to significant natural resources pursuant to the California Environmental Quality Act (CEQA) and associated state and federal regulations. Require appropriate mitigation for all significant impacts if impact avoidance is not possible. Mitigation measures for habitat and species may include, but are not limited to, avoidance, enhancement, restoration, or a combination of any of the three. Address the following subjects in impact assessment as applicable to individual development proposals:</p> <ul style="list-style-type: none">▪ Natural communities;▪ Riparian and wetland habitat (including potential jurisdictional areas);▪ Coastal sage scrub habitat;▪ Coast live oak habitat;▪ Rare and endangered plant and animal species;▪ Habitat fragmentation (including disruption of wildlife corridors); and▪ Creeks , blue line streams, and associated tributaries;	Development Services	Development fee, Environmental impact mitigation	Ongoing	CD-6.3		CR-10.3 CR-10.5		
CR-8.3	<p>Require development proposals to consult with regulatory agencies, including the United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG), United States Army Corp of Engineers (USACE), about natural resources if the following occurs on the project site:</p> <ul style="list-style-type: none">▪ Potential take or substantial loss of occupied habitat for any threatened or endangered species; or▪ Existing drainage features (jurisdictional area) are located within the project site.	Development Services, United States Fish and Wildlife Service (USFWS), California Department of Fish and Game (CDFG)	Development fees	Ongoing					
CR-8.4	Work with resource agencies, universities, and other groups that help monitor wildlife and determine effectiveness of wildlife corridors.	Development Services	General fund, Development fees	Ongoing					
CR-9.1	Consult with Wildlife Corridor Conservation Authority (WCCA) to provide the proper planning, conservation, environmental protection, and maintenance of habitat and wildlife corridors.	Development Services, Wildlife Corridor Conservation Authority (WCCA)	General fund	Ongoing	CD-6.3				

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-9.5 CR-9.6	Investigate and create programs to manage wildlife habitat and natural resources using sound ecological principles and professionally accepted methods to protect and restore sensitive animal populations and their habitats and therefore preventing major disruptions or destruction.	Development Services, Non-profit resource groups	General fund	Establish program by end of 2006; Implement as needed					
SECTION IX: SCENIC RESOURCES									
CR-10.1 CR-10.2	Investigate creating program with standards and regulations for scenic routes and highways within the Brea Planning Area. Create program thereafter if deemed feasible.	Development Services	General fund	Investigate program by end of 2005					
CR-10.3 CR-10.5	Assess development proposals for potential impacts to significant natural resources pursuant to the California Environmental Quality Act (CEQA) and associated state and federal regulations. Require appropriate mitigation for all significant impacts if impact avoidance is not possible. Mitigation measures for habitat and species may include, but are not limited to, avoidance, enhancement, restoration, or a combination of any of the three. Address the following subjects in impact assessment as applicable to individual development proposals: <ul style="list-style-type: none">Natural communities;Riparian and wetland habitat (including potential jurisdictional areas);Coastal sage scrub habitat;Coast live oak habitat;Rare and endangered plant and animal species;Habitat fragmentation;Creeks, blue line streams, and associated tributaries;Significant tree stands.	Development Services	Development fees	Ongoing					
CR-10.4	Assess development proposals, including those in Brea’s Sphere of Influence, for potential impacts to important visual resources identified in the Scenic Resources Section pursuant to the California Environmental Quality Act. Require appropriate mitigation measures for all significant impacts. Consider important ridgelines, creeks, open space, views of the surrounding hillsides, and light and glare affects.	Development Services	Development fees	Ongoing			CR-4.1 CR-5.1		
CR-10.6	Work with Federal, state, regional, and other appropriate public agencies, private entities, and landowners to conserve, protect and enhance natural resources throughout Brea’s Planning Area.	Development Services	General fund	Ongoing					
SECTION X: WATER CONSERVATION AND QUALITY									
CR-11.1 CR-11.4 CR-11.5	Encourage water conservation throughout Brea in the following ways: <ul style="list-style-type: none">Encourage the Maintenance Services Department to expand the production of recycled water and work with the districts to develop new uses for recycled water;Require new projects to install and maintain a dual system when reclaimed water is available;Require the use of drought resistant plant species (native species where possible) in landscaping for private and public areas, including parks;Work with the Maintenance Services Department on the development of new water sources to serve the Planning Area;Work with the Brea-Olinda School District to establish water conservation programs;Require the incorporation of water conservation devices (including low-flush toilets, flow restriction devices and water conserving appliances) in new residential and non-residential development, public projects and rehabilitation projects; andContinue to implement where applicable, the regulations and requirements in the Water-Conserving Landscape Ordinance.	Development Services, Maintenance Services	General fund	Ongoing	CD-9.1 CD-9.2 CD-9.3 CD-9.4				

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-11.2	Where practical, incorporate Federal, state, and other agency policies and standards for water efficiency (e.g.: reclaimed and recycled water for landscape irrigation) into City codes, regulations , and procedures	Maintenance Services	General fund	Ongoing					
CR-11.3	Regularly review the water rate structure to ensure that it encourages efficiency and is competitive.	Maintenance Services	General fund	Ongoing	CD-9.1 CD-9.2 CD-9.3				
CR-11.4 CR-11.6 CR-12.1 CR-12.2	To reduce pollutants in urban runoff, require new development projects and substantial rehabilitation projects to incorporate Best Management Practices pursuant to the National Pollutant System Discharge Elimination System Permit (NPDES), Santa Ana Regional Quality Water Control Board, and the County of Orange Drainage Area Master Plan to ensure that the City complies with applicable State and federal regulations. Adopt and enforce regulations in educational efforts to eliminate pollution from urban runoff.	Development Services, Maintenance Services, Santa Ana Regional Quality Water Control Board, County of Orange,	Development fees, Drainage fees, General fund, state and Federal funding fources	Ongoing					
SECTION XI: AIR QUALITY									
CR-13.1	Continue to implement the Transportation Demand Management (TDM) ordinance that implements the provisions of the 1997 Air Quality Management Plan. The ordinance will specify various TDM methods to reduce trips and influence travel modes such as: <ul style="list-style-type: none">▪ Trip reduction programs for City staff;▪ Van pool programs for private employers;▪ Employee incentives for public transit use;▪ Preferential parking for carpools;▪ Trip reduction programs for major commercial centers; and▪ Alternative transportation modes for major events. Implement the programs described in the Circulation and Land Use Sections related to transportation system management (TSM) to avoid traffic congestion and reduce related emissions levels and urban runoff pollutants resulting from excess vehicle travel miles.	Development Services	General fund	By the end of 2006	CD-11.1 CD-11.2 CD-11.3 CD-11.4 CD-11.5 CD-11.6 CD-12.1 CD-12.2 CD-12.4				
CR-13.2	Promote retrofit programs by the City to reduce energy usage and consequently reduce emissions from energy consumption. Provide informational literature about available retrofit programs at City offices. Inform property owners of retrofit programs when plans for remodeling and rehabilitation projects are submitted.	Development Services, Southern California Gas Company, Southern California Edison Company	General Fund, development fees, Southern California Gas Company, Southern California Edison Company	Ongoing					
CR-13.3 CR-13.4 CR-13.5	Review development proposals for potential air and water quality impacts pursuant to the California Environmental Quality Act (CEQA), Orange County Air Pollution Control District, and the South Coast Air Quality Management District CEQA Air Quality Handbook. Construction impacts can be reduced by enforcing SCAQMD Rule 403. Reduce long-term impacts using available land use and transportation planning techniques such as: <ul style="list-style-type: none">▪ Incorporation of public transit stops;▪ Pedestrian and bicycle linkage to commercial centers, employment centers, schools and parks;▪ Preferential parking for carpools;▪ Traffic flow improvements; and▪ Employer trip reduction programs.	Development Services	General fund	Ongoing	CD-11.1 CD-11.2 CD-11.3 CD-11.4 CD-12.1 CD-12.3 CD-12.4		CR-7.5 CR-13.4 CR-13.5		

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CR-13.6 CR-13.7 CR-13.8	<p>Work with the South Coast Air Quality Management District (SCAQMD) and the Southern California Association of Governments (SCAG) to implement the Air Quality Management Plan (AQMP) and meet federal and state air quality standards for all pollutants. To ensure that new measures can be practically enforced in the region, participate in future amendments and updates of the AQMP.</p> <p>To reduce dust and particulate matter levels, implement SCAQMD’s fugitive dust control measures such as:</p> <ul style="list-style-type: none">▪ Restricting outdoor storage of fine particulate matter;▪ Controlling construction activities and emissions from unpaved areas; and▪ Paving areas used for vehicle maneuvering. <p>Cooperate with the Integrated Waste Management Department’s (IWMD) Regulatory Compliance group and South Coast Air Quality Management District (SCAQMD) to enforce air quality regulations at the Olinda Alpha Landfill.</p>	Development Services, IWMD, and SCAQMD	General fund	Ongoing			CR-13.7 CR-13.8		
SECTION XII: HISTORIC RESOURCES									
CR-14.1 CR-14.3	Assess development proposals for potential impacts to significant historic and cultural resources pursuant to 15064.5 of the California Environmental Quality Act.	Development Services	Development fees	Ongoing	CD-5.4				
CR-14.2	Investigate the potential of creating historic districts, conservation districts, and/or preservation overlay zones within the City. Amend the Historic Preservation Ordinance in developing criteria for district designation and include appropriate regulations to safeguard historic resources within the delineated district.	Development Services	General fund,	Investigate by end of 2005;	CD-5.7				
CR-14.4 CR-14.5	Research all types of possible funding sources and financial assistance (such as California Mills Act) to help promote, preserve, and restore historical resources in Brea. Such funding sources can include, tax incentives, Federal and state funds, grants, awards, loans, and other financial sources.	Development Services	General fund, Tax credits, grants, state and Federal funding sources	Ongoing	CD-4.7				
CR-14.6	<p>List historic resources and structures to various Federal, state, and local historic registers, including Brea’s Historic Resources Register, to prevent and discourage demolition.</p> <p>Update the City’s Historic Resources Register to further increase level of awareness of Brea’s historical resources. Continue to add resources that meet City’s Historic Preservation Ordinance.</p>								
CR-14.7 CR-14.8 CR-14.9 CR-15.3 CR-15.5 CR-15.6	<p>Work with Community Services and Recreation Services Department to promote Brea’s heritage through artwork, signs, preservation, recreation programs, events, and historical structures throughout the City and in City park lands.</p> <p>Use Federal, state, non-profit, and private programs and resources to promote Brea’s historic resources.</p>	Development Services, Community Services	General fund	Ongoing	CD-4.7 CD-5.6			CS-5.1 CS-5.2 CS-5.4 CS-5.6	
CR-15.1	Identify and implement programs to assist and encourage private property owners to preserve historic, cultural, and archaeological resources within the City.	Development Services	General fund	Ongoing					
CR-15.2	Continue to work with the City’s Historical Committee and Brea Historical Society to accomplish the goal of increasing awareness of Brea’s historic resources and the importance of their preservation. Work with Historical Society in preserving and recognizing City’s historical materials and resources. Continue to distinguish resident’s hard work for renovating and restoring historic structures with the Brea Historic Preservation Award honored by both the Brea Historical Society and City Council.	Development Services	General fund	Ongoing					
CR-15.4	Continue to work with the Brea Olinda Unified School District to provide access to the City’s information and structures that reflect the community’s history.	Development Services, Community Services	General fund	Ongoing				CS-3.1 CS-3.5	

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					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION XIII: HUMAN SERVICES									
CS-1.1	Continue to use the Community Center as a resource for family classes.	Community Services Department	General Fund	On-going					
	Continue to use volunteer coordinators and committees to coordinate family classes and activities.	Community Services Department	General Fund	On-going					
	Conduct an annual survey to assess the supply and demand of childcare in Brea (by a volunteer).	Community Services Department	Not applicable	Annually					
	Maintain and make available pertinent information on child care providers through referral information.	Community Services Department	General Fund	On-going					
	Encourage full integration of individuals with disabilities in all phases of community life.	Community Services Department, Development Services	General Fund	On-going					
	Advocate, enhance and maintain the delivery of meals to the homes of low income, frail seniors, through the City, County and Feedback.	Senior Citizen Advisory	General Fund	On-going					
	Maintain (in partnership) an adult day program in Brea	Community Services Department	General Fund	On-going					
	Refine and expand the existing provider inventory for disabled residents services	Community Services Department	General Fund	On-going					
	Formalize a commitment to support the Brea Family Resource Center through adopting of the Human Services Master Plan.	Community Services Department	General Fund	2003					
	Maintain support for community volunteer coordinator program	Community Services Department	Not applicable	On-going					
	Continue to offer family friendly arts experiences highlighting value and fun.	Community Services Department	General Fund	On-going				CS-5.3	
CS-1.1 CS-1.2	Maintain a Human Services Coalition to facilitate the establishment of community based agencies and organizations that provide human services.	Community Services Department	Not applicable	On-going					
	Work with the School District to collaborate on after school and summertime programs.	Community Services Department , Brea-Olinda School District,	General Fund	On-going					
	Continue to expand business involvement to support youth and families.	Community Services Department	General Fund	Develop annually					
	Evaluate parent education programs and resources for effectiveness	Community Services Department	General Fund	On-going					
	Update and evaluate community awareness campaign regarding well-being of youth, families, and available resources.	Community Services Department	General Fund	By 2004					

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					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.1 CS-1.4	Continue to establish various partnerships with law enforcement.	Brea Police Department,	Not applicable	On-going					
	Identify needed teen prevention programs for particular teen age groups.	Community Services Department							
	Continue to market the volunteer program for the older population to tap into their skills and life experiences.	Community Services Department	General Fund	On-going					
	Encourage the development of long term care facilities in Brea that will serve the needs of low-income seniors.	Development Services	General Fund	2005					
	Provide programs and activities that focus on socialization, recreation, health, wellness and education needs at the Community Center. Continue vigorous effort to attract the active senior.	Community Services Department	General Fund	On-going					
	Annually provide documented information on services and programs available in the community for older population.	Community Services Department	General Fund	Annually					
	Continue to support and expand public transportation for seniors.	Community Services Department, Development Services Department	General Fund	On-going					
	Expand the supply of quality licensed home childcare providers as need is determined through survey data. Explore the feasibility of including child care impact mitigation in development agreements. Continue to be available for cooperative daycare programs with Brea Olinda School District.	Brea, Olinda School District, Development Services	General Fund	Conduct survey by end of 2005					
	Continue to provide free meeting space for senior citizens' groups at the Brea Senior Center	Community Services Department	General Fund	On-going					
	Support and sustain the activities of the Brea Senior Center including transportation and the lunch program	Community Services Department	General Fund	On-going					
	Encourage quality services targeted to Brea residents with disabilities, such as Brea Express	Community Services Department	General Fund	On-going					
	Expand and support youth volunteer programs to encourage community involvement.	Community Services Department	General Fund	On-going					
	Support and enhance the Case Management Program, the Homemaker Program, and Respite Service program delivered from the Brea Senior Center for "frail elderly"	Senior Citizen Advisory	General Fund	On-going					
CS-1.1 CS-1.2 CS-1.4	Develop and expand hotline for teens with updated programs and services.	Community Services Department	General Fund	Implement hotline and other programs by late 2006					
	Investigate the feasibility of Youth Council and annually evaluate the level of participation of Student Advisory Board (7 th & 8 th graders).	Community Services Department, Brea-Olinda School District	General Fund	Begin investigation by 2005					
	Evaluate effectiveness of youth employment program for teens.	Community Services Department	General Fund	Annually					
CS-1.1 CS-1.2 CS-1.4	Encourage the development of local recreational alternatives for older teens (17-19)	Community Services Department	General Fund	On-going					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.1 CS-1.3 CP-1.4	Continue to strive to establish sports programs to meet the developmental skills/ differences of youth.	Community Services Department	General Fund	On-going					
CS-1.1 CS-1.6	Annually evaluate After School Program at the Community Center. Involve participants and their parents in determining future programs and activities. Host a regular “convening” of service group stakeholders every two years. Inform service providers of the volunteer coordinator’s role. Create a formal community education system and conduct personal outreach to senior citizens. Increase collaboration between schools, the community center and parents through exchanging activity calendars, and having a contact person at each school, community center, the City and the police department.	Community Services Department Community Services Department, Development Services Department Community Services Department Community Services Department, Brea Police Department	General Fund General Fund General Fund General Fund	Annual Every 2 years End of 2006 On-going					
CS-1.2 CS-1.3	Encourage bilingual families/parents to volunteer at the community center	Community Services Department	Not applicable	On-going					
CS-1.2 CS-1.4	Offer a shuttle bus from the community center to the junior high school.	Community Services Department	General Fund	2004					
CS-1.3	Offer free/low cost child care at the site of ESL classes. Encourage the continuation and development of after school and evening programs for children and youth. Maximize participation by increasing the number of locations where the programs are provided and supporting transportation options to these locations. Develop a focused implementation plan that will examine the needs of youth, senior, and cultural integration programs in Brea. The Plan will examine existing needs, resources, and service gaps.	Community Services Department Development Services Department Community Services Department	General Fund General Fund, Redevelopment, Impact fees General Fund	2003 On-going 2004					
CS-1.4	Create developer incentives (such as increased floor area ratio or reduced parking requirements) for employers or developers who include child and/or senior care facilities in the design of new housing and commercial buildings. Provide an internet link and description of community clubs on the City’s website.	Development Services Department Development Services Department	Impact fees General Fund	2004 2003					
CS-1.4 CS-1.5	Establish/designate a series of days which focus on specific charitable events/programs that service clubs could jointly support to the level of capability.	Community Services Department	Not applicable	2004					
CS-1.4 CS-1.5 CS-1.6 CS-1.7	Look into volunteers at the senior center, cultural organizations and high school students to translate at schools and school events such as during Parent Teacher nights.	Community Services Department, Brea Olinda Unified School District	Not applicable	On-going					
CS-1.5	Establish “volunteer time” as a community service credit for city employees working for community organizations or at events. The City shall work with faith based organizations in the community to expand children-oriented services to the youth of Brea.	Community Services Department Community Services Department	Not applicable Not applicable	2003 On-going					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-1.5 CS-1.6	Develop a coordination director or liaison between the city and community groups. This position would coordinate the assistance of service clubs to assist/perform charitable programs such as “taste of Brea”, “Fourth of July” and other similar events. This would also help in informing clubs when any city assets/equipment is available/planned for redistribution.	Brea Community Services Department	General Fund	2003					
CS-1.6	Establish tangible incentives and recognition programs to high school volunteers for community service.	Brea Olinda Unified School District	Not applicable	2003					
SECTION XIV: RECREATIONAL SERVICES									
CS-2.1	The City shall strive to meet the growing recreational needs of residents through the acquisition of new programs and recreational facilities. Support community and senior services agencies with developing recreational outreach programs.	Community Services Department	General Fund	On-going Development implementation program by 2005.					
CS-2.2	Work with the Brea Olinda School District to develop after school recreational opportunities for teens and youth.	Community Services Department, Brea Olinda School District	General Fund,	On-going					
CS-2.3	Partner with private agencies and employment centers to develop recreational programs such as work-related sports leagues and fitness days.	Community Services Department	General Fund	2003					
CS-2.4	Continue to engage in joint use agreements with the Brea-Olinda School District to further expand recreational facilities.	Community Services Department , Brea Olinda School District	General Fund	On-going			CR-3.2 CR-1.5		
CS-2.5	Continue to support the role of the Parks, Recreation, and Human Services Commission.	Community Services Department	General Fund	On-going					
SECTION XV: EDUCATION SERVICES									
CS-3.1	Work with the Brea Olinda Unified School District to determine ways that schools can be made more available to the community for weekend and evening use. Increase collaboration between schools, the community center and parents through exchanging activity calendars, and having a contact person at each school, community center, the City and the police department Cooperate with existing public and non-profit service agencies to develop a service program that will coordinate the efforts of providing education to children and youth in Brea.	Brea Olinda Unified School District, Development Services Department	General Fund	On-going					
CS-3.2	Provide regular status reports to the Brea Olinda Unified School District on potential and approved development projects. Review development proposals and amendments for consistency with school facility requirements.	Brea Olinda Unified School District, Development Services Department	General Fund	Implement by 2005.					PS ES-1.3
CS-3.1 CS-3.2	Explore creating a part-time school and city liaison position.	Brea Olinda Unified School District, Development Services Department	General Fund	Investigate feasibility by end of 2005.					
CS-3.3	Work with the Brea Olinda school district to assess development impact fees and other potential funding sources for the development of new school facilities.	Brea Olinda Unified School District, Planning Department	General fund	On-going		ES-1.3			
CS-3.2 CS-3.3	Require an assessment of school impacts prior to the approval of development projects that require legislative acts, including general plan amendments and zoning changes.	Brea Olinda Unified School District, Development Services Department	General Fund	Investigate feasibility by end of 2005.					

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					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-3.4 CS-3.5	Offer a shuttle bus from the community center to the junior high school.	Brea Olinda Unified School District, Development Services	General Fund	Investigate feasibility by end of 2004.					
CS-3.6	Encourage the establishment of a post-secondary educational institution such as an art school, satellite university campus, or vocation school. Provide funding and regulatory incentives to facilitate development.	Economic Development, Development Services	Impact fees and outside funding sources	Commence investigation by 2005.					
SECTION XVI: LIBRARY SERVICES									
CS-4.1	Encourage adequate library services not only for general users of the facility, but also those involved with children’s programming and English as a second language users.	Orange County Library	General Fund	On-going					
CS-4.1 CS-4.3	Establish an advisory network composed of representatives of local public facility and service provider, City officials, the Brea Olinda School District and the Orange County Public Library. This network would not be a standing board of the City, but rather, a group that periodically meets and advises the Orange County Library in order to ensure that the community’s needs for library services are being met. Explore possible joint marketing Library programs with City and Schools.	Orange County Library, City of Brea, Brea Olinda Unified School District	General Fund	2004 Investigate feasibility by 2004.					
CS-4.3	Identify and continually monitor library service needs in the community through surveys and outreach. Provide advanced communication opportunities for the public at City libraries. Explore need for citizens support group for the Library. Continue effort to expand existing Library programs through the use of teen and adult volunteers.	Orange County Library, Community Services Department	General Fund	2003 Ongoing Investigate program by 2005. On-going					
CS-4.4	Cooperate with the Orange County Public Library system, in exploring the development of maintaining a new or expanded library facility in the community.	Orange County Library	General Fund	Investigate feasibility by 2005.					
SECTION XVII: CULTURAL ARTS									
CS-5.1	Continue implementation of the Arts in Public Places Program.	Community Services Department, Development Services	General Fund, Development fees	On-going					
CS-5.1 CS-5.11	Prepare a Cultural Arts Master Plan.	Community Services Department	General Fund	Complete Plan by end of 2005					
CS-5.2	Work with the Brea Historical Society to establish criteria to include more representation of Brea’s history and historical resources in arts programs and public art.	Community Services Department,	General fund, Development fees	On-going					
CS-5.2 CS-5.9	Explore new and creative methods for capturing and preserving the cultural heritage of the community, such as oral history programs and videotapes.	Community Services Department	General Fund	2005					
CS-5.3	Continue to integrate the fine arts into the After School Program. Continue to establish art internships.	Community Services Department	General Fund	On-going					
CS-5.3 CS-5.7	Cooperate with the Brea Olinda Unified School District, local private schools and colleges to increase art education in Brea.	Community Services Department , Brea Olinda School District	General fund, School District funds	On-going					
CS-5.4	Develop an art recognition or awards program to recognize local artists.	Community Services Department	General Fund	Establish program by end of 2005					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
CS-5.5	Develop opportunities for live/work “artist loft” housing for artist through zoning, regulatory incentives and funding. Restrict these units for use by local artists.	Community Services Department, Development Services	General Fund	Explore development of program by end of 2005. Implement as needed.					
CS-5.6	Adopt a plaque program to recognize culturally important and heritage sites. Continue implementation of the Art Shelter program for public bus stops. Develop program objectives and provide detailed standards and guidelines for the installation of public art, with an emphasis on the relationship between local history and public art. Address issues of artist selection, project siting, funding, etc. There should be close coordination with the Streetscape Standards & Guidelines and the Environmental Graphics Program.	Community Services Department	General Fund	Develop of program by 2006 On-going Develop program by 2006					
CS-5.8	Examine possible private/public partnerships to further cultural arts awareness and programs.	Community Services Department	General Fund	On-going					
CS -5.11	Consider developing an ‘arts shuttle’ similar to the arts shuttle in Laguna Beach and Pasadena that provides transportation to different venues in Brea.	Community Services Department, Development Services	General Fund	Explore feasibility of shuttle by 2005.					
CS-5.12	On a periodic basis, poll the community to identify demand for cultural arts programs and to determine whether needs/desires are being met.	Community Services Department	General Fund	Develop survey by end of 2004. Poll community every two years.					
CS -6.1	Continue to utilize and promote the Curtis Theater, Brea Gallery, and the Community Center for cultural art venues.	Community Services Department	General Fund	On-going					
CS-6.2	Develop joint-use agreements with the Brea Olinda School District for the sharing of performance and exhibit spaces.	Community Services Department, Brea Olinda School District	General Fund	Begin development of agreements by 2004					
CS-6.3 CS-6.3	Examine opportunities within existing structures and new development for the exhibit spaces or performance venues.	Community Services Department, Development Services	General Fund	2005					
CS- 7.2	Encourage Brea talent to apply for grants for public art creation and programs.	Community Services Department	General Fund	On-going					
CS-7.1 CS- 8.1	Apply for state, federal, local and private grants to increase participation and promote Brea’s cultural arts programs.	Community Services Department	General Fund	2005 and as needed					
CS-7.3	Encourage City staff to volunteer at City-sponsored arts events.	Community Services Department, City of Brea	General Fund	On-going					
CS-7.2 CS--8.1	Work with non-profit, private and community organizations to provide funding, volunteer and exposure for cultural arts activities. Explore the development of a community or privately sponsored plaque or mural program.	Community Services Department	General Fund	On-going					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
SECTION XVIII: EMERGENCY SERVICES AND SAFETY									
PS-1.1	Ensure that city staff continues to meet with the Brea Police Department to identify community needs, issues and any impacts that new development might have on police services. Evaluate the need for additional police facilities to serve new development.	Police Services	General fund	Ongoing					
PS-1.2	Coordinate with the Brea Fire and Police Department to determine the need and applicability of new technology and equipment in Brea.	Police Services, Fire Services	General fund	Ongoing					
PS-1.3	Evaluate the number of officers, total population, and crime statistics to ensure that appropriate levels of police protection are provided citywide.	Police Services	General fund	Ongoing					
PS-1.4	Fund appropriate levels of fire personnel, staff, and equipment, to maintain a four- to six-minute emergency response time for fire emergencies.	Police Services, Fire Services	General fund	Ongoing					PS-6.2
	Utilize wildland urban fire hazard mitigation techniques involving vegetation modification including chipping, scattering, multi-cutting, crushing, pruning and other non-fire hazard abatement concepts.	Development Services, Fire Services	General fund	Ongoing					PS-6.2 PS-6.3
PS-1.5	Require new development to pay for increased fire protection as necessitated by a particular development..	Development Services, Fire Services	General fund	Ongoing					
PS-1.6	Require the installation of sprinkler systems in all buildings that are not readily accessible to fire-fighting equipment and apparatus or do not meet minimum fire flow and fire hydrant requirements.	Development Services, Fire Services	General fund	Ongoing					
	Inspect water hydrants and conduct fire-flow tests on an annual basis, with priority given the high-fire-hazard areas.	Fire Services	General fund	Ongoing; Annually					
PS-1.7	Continue active community oriented policing programs such as the Brea Bicycle Patrol program and the Community Action Patrol. Require the participation of the Police Department in the development review process relative to building and site plan vulnerabilities to criminal activity and suggested design criteria to mitigate such vulnerabilities.	Police Services	General fund	Ongoing					
PS-1.8 PS-1.2	Coordinate with the Brea Fire and Police Department to determine the need and applicability of new technology and equipment in Brea.	Police Services, Fire Services	General fund	Ongoing					
PS-1.9	Biannually evaluate the City’s emergency preparedness program to ensure that the City has adequate police, fire and protection services in event of an emergency.	Police Services, Fire Services, Development Services	General fund	Biannually					
PS-1.10	Conduct annual mailings to Brea residents through utility bills that explain the City’s Emergency Response Plan, Brea Emergency Operations Center, and appropriate procedures and numbers to call in the event of a disaster.	Police Services, Fire Services, Development Services	General fund	Annually					
PS-1.11	Coordinate with the Brea Police Department to increase public awareness about criminal activity and crime prevention. Maximize the use of after school programs, volunteer programs, Neighborhood Watch programs and other community oriented policing programs.	Police Services	General fund	Ongoing					
PS-1.12	Develop and maintain crime prevention guidelines for building construction. Provide these guidelines to police and code enforcement personnel.	Police Services, Development Services	General fund						
Crime Prevention Through Environmental Design (CPTED)			General fund						
PS-2.1	Implement crime prevention through environment (CPTED) design, based upon the concept of defensible space with the establishment of specific design criteria, and the application of that criteria to proposed projects through the development review process. Establish funding sources and priorities, and set forth a phased improvement program.	Police Services, Development Services	General fund						
PS-2.2	Enforce natural surveillance techniques for existing projects and new residential and commercial projects.	Police Services, Development Services	General fund	Ongoing					

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Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-2.3	Require the participation of the Police Department in the development review process for public areas relative to building and site plan vulnerabilities to criminal activity and suggested design criteria to mitigate such vulnerabilities.	Police Services, Development Services	General fund	Ongoing					
PS-2.4	Examine and maintain a database of structures within the City that are at risk of incidence of or crime. Develop an implementation strategy based upon CPTED design techniques.	Police Services, Development Services	General fund						
Pedestrian Safety			General fund						
PS-3.1	Develop objectives, and detailed standards and guidelines for the treatment of public streetscapes to improve safety and walkability. Recommendations should address street trees, street lighting, street furniture, traffic calming, and other pertinent issues. Establish funding sources and priorities, and set forth a phased improvement program.	Development Services	General fund		CD-12.2		CR-7.1 CR-7.2 CR-7.5		
PS-3.2	Require that adequate safety lighting in pedestrian and parking lots is addressed for all new projects through the development review process.	Development Services	General fund	Ongoing	CD-12.2		CR-7.1 CR-7.2 CR-7.5		
PS-3.3	Develop appropriately designed shielding safety lighting for pedestrian walkways and trails. Establish an implementation plan for development of lighting installation.	Development Services	General fund		CD-12.2		CR-7.1 CR-7.2 CR-7.5		
SECTION XIX: HAZARDS MANAGEMENT									
PS-4.1	Minimize public health and environmental risks from the use, transport, storage and disposal of hazardous materials with the following approaches: <ul style="list-style-type: none">Cooperate with federal, state and local agencies to effectively regulate the management of hazardous materials and hazardous waste;Cooperate with the County of Orange to implement applicable portions of the County Hazardous Waste Management Plan and the Hazardous Materials Area Plan;Identify roadway transportation routes for conveyance of hazardous materials;Implement the emergency response plan for accidents involving hazardous materials; andCooperate with the Certified Unified Program Agency (CUPA) for the City of Brea (the Orange County Environmental Health Department) and the Orange County Fire Authority to administer risk management plans for businesses within the City.	Development Services, Maintenance Services, County of Orange, Federal and State Agencies	General fund, federal, state and local regulatory agencies	Ongoing					
PS-4.2	Monitor businesses that transport, handle, and generate hazardous materials to ensure proper disposal.	Development Services, Maintenance Services	General fund	Ongoing					
PS-4.3	Cooperate with the County Household Hazardous Waste Program to protect residents from dangers resulting from the use, transport and disposal of hazardous materials used in the home. The program includes public education about health and environmental hazards of household hazardous materials and periodic collection campaigns at established sites. Educate residents of the nearest location of a hazardous waste disposal site.	Development Services, County of Orange, Environmental Health Department	General fund	Ongoing					
PS-4.4	Provide education and information to the community about: <ul style="list-style-type: none">Commonly used hazardous materials;More environmentally friendly alternatives;Safe recycling and disposal methods; andLocation of nearest household hazardous waste collection center.	Development Services, County of Orange	General fund	Ongoing					
PS-5.1 PS-5.2	Cooperate with the California Department of Conservation, Division of Oil, Gas, and Geothermal Resources to protect residents from dangers resulting from the drilling, operation, maintenance, and abandonment of oil, gas, and geothermal wells and support regulations regarding abandoned oil facilities including both idle and orphan wells.	Development Services, California Department of Conservation-Division of Oil, Gas, and Geothermal Resources	General fund	Ongoing					PS-5.2
PS-5.3	During review of development proposals, require comprehensive investigation, studies, disclosures, and remediation of any former oil field property proposed for an alternative use.	Development Services	Development fee	Ongoing					
SECTION XX: WILDLAND FIRES									

Public Safety
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-6.1	Continue to implement the Very High Fire Hazard Area Requirements and the Fuel Modification Plan Guidelines for High Fire Hazards Areas as a preventative measure to avert wildand fires.	Development Services, Fire Services	General fund	Investigate by end of 2005; implement as needed					
PS-6.2 PS-6.3	Promote fire prevention in Brea in the following ways: <ul style="list-style-type: none">▪ Work closely with the Orange County Fire Authority to implement fire hazard education and fire prevention programs, including fuel modification programs;▪ Utilize wildland urban fire hazard mitigation techniques involving vegetation/fuel modification including chipping, scattering, multi-cutting, crushing, pruning and other non-fire hazard abatement concepts.▪ Coordinate with the local water districts and Orange County Fire Authority to ensure that water pressure for urban and hillside areas and sites to be developed is adequate for fire fighting purposes; and▪ Adopt and implement the Uniform Fire Code provisions and appropriate amendments to reflect the unique Brea topography, climate, vegetation and urban form.	Development Services, Fire Services	Development fees	Ongoing					PS-6.3
PS-6.2	Review development proposals to ensure that the City’s four to six-minute fire response time is undertaken.	Development Services, Fire Department	Development Fees	Ongoing					
Flood Concerns									
PS-7.1 PS-7.2 PS-7.6	Coordinate with the Orange County Flood Control District (OCFCD) to ensure regularly scheduled maintenance of flood control channels and completion of necessary repairs. Coordinate with the OCFCD, Cal Domestic Water Company and Metropolitan Water District (MWD) regarding any needed improvements to existing aboveground water tanks. In addition, work with the District to identify new flood control improvements for existing flood hazards and potential hazards from new development, and establish installation programs for improvements. Require detention basins for new development, where necessary, to reduce flooding risks. Continue to participate in the National Flood Insurance Program (NFIP) administered through the Federal Emergency Management Agency (FEMA). The NFIP program provides federal flood insurance subsidies and federally financed loans for property owners in flood-prone areas.	Development Services, Orange County Flood Control District, Cal Domestic Water Company, Metropolitan Water District (MWD)	Development fees, General fund	Ongoing					PS-7.2 PS-7.6
PS-7.3 PS-7.5	Create an active storm drain inspection program in order to prevent flooding, avoid property damage, and protect surface water quality. Allow the program to evaluate and monitor water storage facilities that might pose an inundation hazard to downstream properties.	Development Services	General fund	Establish program by end of 2007					PS-7.5
SECTION XXII: GEOLOGIC AND SEISMIC CONSIDERATIONS									
PS-8.1 PS-8.2	To minimize damage from earthquakes and other geologic activity, implement the most recent state and seismic requirements for structural design of new development and redevelopment. Where geologic instability can be identified and cannot be mitigated, or presence of faulting is identified, use open space easements and other regulatory techniques to prohibit development and avoid public safety hazards.	Development Services	Development Fees, General fund	Ongoing					PS-8.2

Public Safety
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-8.3	During review of development and redevelopment proposals, require surveys of soil and geologic conditions by state licensed Engineering Geologists and Civil Engineers where appropriate. Examples of when these surveys are required are (1) for projects within a State-delineated earthquake fault regulatory zones for liquefaction, fault ruptures, and seismically induced landsliding, in accordance with the California Geologic Survey and (2) prior to the development of any area with slopes more than 10 feet high at a gradient equal to or steeper than 2:1.	Development Services	Development fees	Ongoing					
PS-8.4	Develop informational overlays that augment the City’s zoning ordinance to identify those areas where more detailed geotechnical studies should be carried out as part of liquefaction-susceptibility investigation, restrict development in liquefaction-prone areas, or to establish specific building design standards aimed at reducing the risk of liquefaction.	Development Services	Development fees, General fund	By the end of 2004					
PS-8.5 PS-8.6	Promote earthquake preparedness in the community with periodic earthquake awareness programs. The program could include mailing brochures to residences and businesses, press releases, school education programs and presentations to homeowner groups and property managers. Coordinate programs with Federal, State, and local emergency service providers and the school districts to maximize public participation.	Development Services, Brea-Olinda Unified School District	General fund	Ongoing					
SECTION XXII: NOISE									
PS-9.1 PS-9.4 PS-9.5, PS-11.4	Ensure that new development is exposed to acceptable noise levels. Require acoustical analyses for all proposed development within the 60 dB CNEL contour as shown on Figure N-1 in the Noise Element. Also require acoustical analyses for all proposed residential projects in the vicinity of existing and proposed commercial and industrial areas. Where the noise analyses indicate that the noise standards in Table N-2 will be exceeded, require noise control measures to be incorporated into the proposed development to reduce noise to acceptable levels. Noise control measures may include berms, walls, and sound attenuating architectural design and construction methods. Only permit new development if the noise standards and the City noise regulations can be met.	Development Services	Development fees	Ongoing					PS-9.4 PS-9.5 PS-11.4
PS-9.2	Continue to enforce the City noise regulations to protect residents from excessive noise levels from stationary sources. The regulations provide protection from non-transportation related noise sources such as music, machinery, pumps, and air conditioners on private property. Periodically evaluate regulations for adequacy and revise, as needed, to address community needs and changes in legislation and technology.	Development Services	General fund	Ongoing					
PS-9.3 PS-9.5	Use noise and land use compatibility standards to guide future planning and development decisions. Table PS-6 in the Noise Element summarizes the standards for acceptable noise levels by land use types. Table PS-6 in the Noise Element provides criteria for assessing the compatibility of future development with the noise environment. Review development proposals to ensure that the noise standards and compatibility criteria are met. Require mitigation measures, where necessary, to reduce noise levels to meet the noise standards and compatibility criteria.	Development Services	Development fees, Mitigation payment	Ongoing					PS-9.5
PS-9.4	All City departments and agencies will comply with local, state and federal noise standards, including state and federal OSHA standards. All new equipment or vehicle purchases will comply with local, state and federal noise standards. Such equipment includes compressors, air conditioners, leaf blowers and other fixed and mobile machinery. Purchase noise-producing equipment with the necessary noise abating equipment installed. Reduce the noise impacts associated with City services acquired through contracts with other public and private entities, such as street sweeping, solid waste removal and transport, landscaping maintenance, construction projects and emergency services.	Development Services	General fund	Ongoing					
PS-9.5 PS-11.5	Limit delivery or service hours for stores with loading areas, docks or trash bins that front, side, border, or gain access on driveways next to residential and other noise sensitive areas. Only approve exceptions if full compliance with the nighttime limits of the noise regulations are achieved.	Development Services	General fund	Ongoing					PS 11.5

Public Safety
Brea General Plan Implementation Guide

Policy	Implementation Program Description	Responsible Agency	Potential Funding Source	Time Frame	Related General Plan Element Policies				
					Community Development	Housing	Community Resources	Community Services	Public Safety
PS-10.1 PS-10.2	Mitigate noise impacts to acceptable levels from transportation activity to enhance the quality of the community. Incorporate noise control measures, such as sound walls and berms, into roadway improvement projects to mitigate impacts to adjacent development. Request Caltrans and the Orange County Transportation Corridor Agencies (OCTA), as well Los Angeles Metropolitan Transit Authority (MTA) to provide noise control for roadway projects within the City and Sphere of Influence. Particularly, advocate reducing noise impacts from the SR-57.	Development Services	General fund, OCTA, Federal grants	Ongoing					PS-10.2
PS-10.1	Coordinate with the Orange County Sheriff’s Department and the California Highway Patrol to enforce the California Vehicle Code pertaining to noise standards for cars, trucks, and motorcycles.	Development Services	General fund	Ongoing					
PS-11.1	Provide written information describing methods of retrofitting existing structures and properties to reduce noise impacts, including sound insulation, double-pane glass windows, sound walls, berming and other measures.	Development Services	General fund	Ongoing					
PS-11.2	Enforce the provisions of the State of California Noise Insulation Standards (Title 24) that specify that indoor noise levels for multi-family residential living spaces shall not exceed 45 dB CNEL. The Title 24 noise standard is defined as the combined effect of all noise sources and is implemented when existing or future exterior noise levels exceed 60 dB CNEL. Title 24 requires that the standard be applied to all new hotels, motels, apartment houses and dwellings other than single-family dwellings. Also apply the standard to single-family dwellings and condominium conversion projects as official policy.	Development Services	Development fees, Mitigation payments	Ongoing					
PS-11.3	Require all construction activity and special events to comply with the limits established in the Noise Control Ordinance. Review the Noise Control Ordinance for adequacy and amend as needed to address community needs and development patterns.	Development Services	Development fees, General fund	Ongoing, Revise ordinance by end of 2004					

Table HE-44
Housing Implementation Program Summary

Housing Program	Program Goal	2014-2021 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Maintaining Existing Housing Quality and Affordability				
1. Single-Family Rehabilitation Program	Provide loans to lower income homeowners to help them rehabilitate their homes.	Issue an average of 15-18 loans and grants on an annual basis, with a goal to assist 130 households over the planning period.	CDBG; HOME	Community Development Department
2. Rental Rehabilitation and Assistance Program	Provide rehabilitation and refinancing loans to owners of rental properties.	Inform apartment owners about the program, and pursue expanded resources for implementation.	HOME; Housing Trust Fund; other outside sources	Community Development Department
3. Multi-Family Acquisition and Rehabilitation	Upgrade deteriorated apartment buildings, and provide long-term affordable rental housing.	Identify deteriorated apartments, cooperate with non-profits to secure funds to acquire & rehabilitate units.	HOME; Housing Trust Fund; Low Income Housing Tax Credits; other outside sources	Community Development Department
4. Preservation of Assisted Housing	Preserve the existing affordable rental stock at-risk of conversion to market rents.	Contact property owners of at-risk projects. Provide preservation incentives; work with priority purchasers; coordinate tenant education.	HOME; Housing Trust Fund; other State and Federal funds	Community Development Department
5. Section 8 Rental Assistance Program	Provide rental subsidies to extremely low and very low-income households.	Maintain current levels of assistance and direct eligible households to the program. Encourage landlords to register units with the County.	HUD Section 8	Community Development Department; Orange County Housing Authority
Provision of New Affordable Housing				
6. Affordable Housing Ordinance	Integrate housing affordable to low- and moderate-income households within market rate developments.	Continue to implement Ordinance to achieve affordable units, and generate in-lieu fee revenues.	Housing Trust Fund	Community Development Department
7. Affordable Housing Development Assistance	Facilitate affordable housing development by for-profit and non-profit housing developers/ corporations.	Provide financial and regulatory incentives for affordable housing, with particular consideration given to projects with units for ELI and other difficult to serve groups.	Housing Trust Fund; Co. of Orange RFPs; State MHP grants; Low Income Housing Tax Credits; Housing Asset Fund	Community Development Department

Housing Program	Program Goal	2014-2021 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Provision of Adequate Housing Sites				
8. Land Use Element and Sites Inventory	Provide adequate sites for future housing development consistent with regional housing needs.	Maintain a current inventory of residential and mixed use sites and provide to developers along with information on available development incentives. Maintain inventory on City's website.	General Fund	Community Development Department
9. Mixed Use/ High Density Opportunity Sites	Provide expanded opportunities for mixed use and high density residential development.	In conjunction with the focused General Plan update in 2014, evaluate re-designation of one or more of four identified sites and/or other sites.	General Fund	Community Development Department
10. Creation of Higher Density Residential Zoning	Provide for higher density residential zoning to facilitate affordability in multi-family development.	Evaluate establishing a new R-3H zone and identify suitable locations for designation as part of General Plan update in 2014.	General Fund	Community Development Department
11. Second Units	Promote second units in new and existing housing as a form of affordable, multi-generational housing.	By 2015, re-evaluate existing second unit development standards and amend accordingly. Prepare educational brochure, and sample second unit site plans.	General Fund	Community Development Department
12. Publicly-Owned Land for Affordable Housing	Provide expanded sites for affordable housing on surplus or underutilized public land.	In 2014, prepare inventory of publicly owned land, and evaluate modifying the P-F zone to accommodate residential uses.	General Fund	Community Development Department
13. Annexation of Sphere of Influence	Increase the City's capacity to accommodate future housing growth.	Pursue phased annexation of the Sphere of Influence consistent with infrastructure capacities.	General Fund	Community Development Department

Housing Program	Program Goal	2014-2021 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Removal of Governmental Constraints				
14. Regulatory Incentives	Facilitate the production of affordable housing through provision of regulatory incentives.	Continue to offer incentives for affordable housing. Provide a waiver via payment through the City Housing Trust Fund, of application fees for prevailing wage projects with a minimum 10% ELI units.	Housing Trust Fund	Community Development Department
15. Affordable Housing Incentives in Mixed Use Zones	Provide incentives for inclusion of lower income units in MU-I and MU-II zone districts.	Amend the Code in 2015 to eliminate discretionary review for stand-alone residential projects in MU-I and MU-II zones that incorporate 15% lower income units.	City Housing Trust Fund	Community Development Department
16. Multi-family Development in Multi-family Zones	Encourage efficient use of multi-family and mixed use zoning, and discourage single-family development in these districts.	In 2015, establish standards in the Zoning Code to promote exclusively multi-family development in R-3 and mixed use zoning districts.	General Fund	Community Development Department
17. Multi-family Design Guidelines	Provide upfront direction to developers on the desired character of multi-family development in Brea.	Develop Multi-Family Design Guidelines in 2015 which address development compatibility and sustainable site design and building practices.	General Fund	Community Development Department
18. CEQA Exemptions for Infill Projects	Utilize allowable CEQA exemptions for qualified urban infill and other qualifying residential projects.	Continue to utilize categorical CEQA exemptions where appropriate, on a case-by-case basis.	General Fund	Community Development Department
19. Efficient Project Processing	Provide efficient development processing procedures to reduce the cost of development.	Continue to offer streamlined development processing, and periodically review procedures to ensure efficiency	General Fund	Community Development Department

Housing Program	Program Goal	2014-2021 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Equal Housing Opportunities and Special Needs				
20. Fair Housing Program	Further fair housing practices in the community.	Continue to promote fair housing practices and refer fair housing complaints to the Orange County Fair Housing Council. Provide educational information on fair housing to the public.	General Fund	Community Development Department; Orange County Fair Housing Council
21. Housing Accessibility	Expand accessible housing options to persons living with disabilities.	Implement reasonable accommodation procedures; encourage Universal Design in new development; provide rehabilitation grants for accessibility improvements.	General Fund; CDBG	Community Development Department; Community Services Department
22. Senior Housing Opportunities	Support a range of housing options to address the diverse needs of Brea's growing senior population.	Beginning in 2015, consult with senior housing and gerontology experts to assist in adequately planning for the community's senior citizens.	General Fund; HOME; Housing Trust Fund; Housing Successor Fund; Low Income Housing Tax Credits; other outside sources	Community Development Department; Community Services Department
23. Housing Opportunities for Persons Living with Developmental Disabilities	Support a range of housing options for persons with developmental disabilities.	Work in cooperation with the OCRC to publicize information on available resources for housing and services. Pursue State and Federal funds available for supportive housing and services in future affordable housing projects.	General Fund; HOME; Housing Trust Fund; Low Income Housing Tax Credits; Mental Health Services Act (MHSA) funds; other outside sources	Community Development Department; Community Services Department
24. Veteran and Homeless Assistance	Promote housing and supportive services for veterans.	Host the Veterans Service Office; provide priority assistance under Brea's Affordable Housing Ordinance; support passage of AB 639 to provide expanded financial resources for veterans housing.	General Fund; Veterans Housing and Homeless Prevention Act (AB 639) funds; available Housing Trust Funds	Community Development Department; Community Services Department

Housing Program	Program Goal	2014-2021 Objective/ Time Frame	Funding Source(s)	Responsible Department or Agency
Sustainability, Energy Efficiency and Healthy Community				
25. Prioritization of Sustainable Housing Projects	Prioritize sustainable housing developments in sustainable locations for their numerous benefits.	Beginning in 2014, prioritize projects in sustainable locations competing for funds and grants.	General Fund; State and Federal Grants; other potential affordable housing resources	Community Development Department
26. Green Building	Promote green building practices for more sustainable housing.	Provide outreach and education to developers and residents regarding CALGREEN, and ways to incorporate sustainability in project design and existing structures.	General Fund	Community Development Department
27. Energy Conservation	Evaluate and implement activities to support clean energy and energy efficiency solutions in Brea's housing.	Implement actions for clean energy and energy efficiency.	General Fund	Community Development Department
28. Healthy Community	Foster community health through land use planning and support for initiatives that promote a more active lifestyle.	By 2014, initiate an educational campaign on local opportunities for residents to stay active and improve their health. Support a built environment that encourages physical activity and reduces automobile travel.	General Fund	Community Development Department; Community Services Department

Focused Development Site Inventory

	Income Level	APN #	Gen Plan /Zoning	Acreage	Realistic Density	# Units	Existing Use	Comments
Focused Development Site #1	No restrictions on income level	296-301-01 296-301-02 296-301-03 296-301-04 296-301-05	MU I MU I MU I MU I MU I	0.7 0.4 0.3 0.2 0.1	40 du/acre 40 du/acre 40 du/acre 40 du/acre 40 du/acre	28 16 12 8 4	Econo-lube Vacant Parking Lot 1 story office Small Restaurant	Underutilized block, dominated by parking. Key vacant parcel in center of block transferred to City as successor agency by former Brea RDA.
Focused Development Site #2	No restrictions on income level	296-332-16 296-332-17	MU I MU I	0.4 0.1	40 du/acre 40 du/acre	16 4	Auto Repair Vacant	RDA owns vacant parcel, surrounded on 2 sides by auto repair. Development with residential would improve compatibility with adjacent housing.
Focused Development Site #3	Above Moderate Income	319-331-07 319-331-10 319-331-17	MU I MU I MU I	0.4 2.7 2.7	40 du/acre 40 du/acre 40 du/acre	16 108 108	Vacant Parking Lot 25% Office, 75% Parking Lot	Approved for the development of Brea Place (Hines Project), with a total of 653 multi-family units
Focused Development Site #4	Above Moderate Income	319-331-11 319-331-15	MU I MU I	4.2 2.7	40 du/acre 41 du/acre	168 108	1/2 vacant/ parking deck Vacant	
Focused Development Site #5	No restrictions on income level	319-011-66	MU I	7.4	42 du/acre	296	Parking Lot	Underutilized parking in front of Brea Marketplace. Key site for residential adjacent to the Mall and extension of mixed-use along Birch
Focused Development Site #6	No restrictions on income level	319-011-67	MU I	10.6	43 du/acre	424	Parking Lot	
Focused Development Site #7	No restrictions on income level	319-291-35 319-011-59 319-011-62 319-011-63 319-233-01 319-331-12 319-331-13	MU I MU I MU I MU I MU I MU I MU I	1.6 0.7 1.4 0.3 2 2.5 2.2	44 du/acre 45 du/acre 46 du/acre 47 du/acre 48 du/acre 49 du/acre 50 du/acre	64 28 56 12 80 100 88	Empty building (prior Tower Records). Underutilized parking lot Commercial Commercial Commercial Commercial Commercial Commercial	Large surface parking lot located adjacent to key vacant corner building at Brea Blvd/Birch St - an anchor site of Brea's Downtown. Building <30 years old, yet 2+ year vacancy status and prime location makes ripe for residential development.
Focused Development Site A	No restrictions on income level	284-232-13 284-232-14 284-232-15	MU III MU III MU III	0.1 0.1 0.1	18 du/acre 18 du/acre 18 du/acre	2 1 2	Commercial Commercial Commercial	Existing commercial uses include - auto repair, glass and mirror store, plumbing, florist, beauty salon. Near City Hall Park

	Income Level	APN #	Gen Plan /Zoning	Acreage	Realistic Density	# Units	Existing Use	Comments
Focused Development Site A	No restrictions on income level	284-232-16 284-232-17 284-232-18	MU III MU III MU III	0.2 0.2 0.3	18 du/acre 18 du/acre 18 du/acre	3 3 6	Commercial Commercial Commercial	Existing commercial uses include - auto repair, glass and mirror store, plumbing, florist, beauty salon. Near City Hall Park
Focused Development Site B	Developed with the Downtown Collection (30 Units) in 2012							
Focused Development Site C	No restrictions on income level	284-282-06	MU III	1	18 du/acre	18	75% surfate parking, 25% shoe store	Prime Corner location for higher intensity use. Single 1 acre parcel
Focused Development Site D	No restrictions on income level	284-311-27	MU III	1.1	18 du/acre	19	Ground floor retail, 2nd story office	Large surface parking area, prime corner location for higher intensity uses.
Focused Development Site E	No restrictions on income level	284-321-01	MU III	3.6	18 du/acre	66	Single story retail strip center	Large surface parking area fronting Brea Blvd. Single 3.6 acre pancel. Immediately south of Brea Lofts.
		284-153-01	MU III	0.1	18 du/acre	1	residential	
		284-153-02	MU III	0.2	18 du/acre	3	residential	
		284-153-03	MU III	0.1	18 du/acre	2	office	
		284-153-04	MU III	0.2	18 du/acre	4	commercial	
		284-153-07	MU III	0.6	18 du/acre	11	older motel	
		284-153-12	MU III	0.1	18 du/acre	3	residential	
		284-153-13	MU III	0.2	18 du/acre	3	residential	
		284-153-14	MU III	0.2	18 du/acre	3	residential	
		284-153-15	MU III	0.2	18 du/acre	3	residential	
		284-153-16	MU III	0.2	18 du/acre	3	residential	
		284-172-01	MU III	0.6	18 du/acre	11	older motel	Adjacent Vacant Parcels
		284-172-03	MU III	0.2	18 du/acre	4	office	
		284-172-06	MU III	0.1	18 du/acre	3	residential	
		284-172-07	MU III	0.1	18 du/acre	3	residential	
		284-172-09	MU III	0.1	18 du/acre	2	residential	
		284-172-10	MU III	0.1	18 du/acre	3	residential	
		284-172-11	MU III	0.5	18 du/acre	10	mortuary	
		284-172-14	MU III	0.2	18 du/acre	4	residential	
		284-231-01	MU III	0.1	18 du/acre	2	office	
		284-231-03	MU III	0.2	18 du/acre	3	office	
		284-231-25	MU III	0.2	18 du/acre	3	office	
		284-231-29	MU III	0.1	18 du/acre	1	Vacant/parking lot	
		284-231-30	MU III	0.1	18 du/acre	1	Vacant/parking lot	
		284-233-06	MU III	0.2	18 du/acre	3	Vacant/parking lot	Adjacent Vacant Parcels
		284-233-07	MU III	0.1	18 du/acre	3	Vacant/parking lot	

	Income Level	APN #	Gen Plan /Zoning	Acreage	Realistic Density	# Units	Existing Use	Comments
Focused Development Site E	No restrictions on income level	284-233-05	MU III	0.3	18 du/acre	5	office	
		284-233-08	MU III	0.2	18 du/acre	3	Commercial	
		284-251-02	MU III	0.2	18 du/acre	3	residential	
		284-251-03	MU III	0.2	18 du/acre	3	residential	
		284-264-14	MU III	0.2	18 du/acre	3	used car dealership	
		284-264-15	MU III	0.2	18 du/acre	3	office	
		284-264-17	MU III	0.2	18 du/acre	3	residential	
		284-264-18	MU III	0.2	18 du/acre	3	office	
		284-282-07	MU III	0.2	18 du/acre	3	commercial/office	
		284-282-09	MU III	0.7	18 du/acre	13	commercial	
		284-282-10	MU III	0.4	18 du/acre	7	used car dealership	
		284-312-01	MU III	0.4	18 du/acre	7	service station	
		284-321-33	MU III	0.2	18 du/acre	3	residential	
		284-321-34	MU III	0.2	18 du/acre	3	office	
		284-323-01	MU III	0.2	18 du/acre	4	office	

Please Start Here

General Information	
Jurisdiction Name	Brea
Reporting Calendar Year	2020
Contact Information	
First Name	Jason
Last Name	Killebrew
Title	City Planner
Email	jasonk@cityofbrea.net
Phone	7149907674
Mailing Address	
Street Address	1 Civic Center Circle
City	Brea
Zipcode	92821

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

v 12_28_20

Jurisdiction	Brea
Reporting Year	2020 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A																			
Housing Development Applications Submitted																			
Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,Mlt)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	1305	1305	6	0	0
	319-102-25	1639 E Imperial Hwy	Brea Plaza Expansion	PLN-2020-00034	5+	R									194	194	0		No A new apartment complex, hotel, restaurant, and office space.
	320-071-29	2603 N Valencia Ave	Brea 265	PLN-2020-00011	5+	R	11/24/2020 10/15/2020								1,100	1100	0		No The applicant is proposing a General Plan Amendment to change properties from Hillside Residential and Low Density Residential to Brea 265 Specific Plan and a Zone Change from Hillside Residential and Single Family Residential to Brea 265 Specific Plan.
	315-011-19	109 Lilac Ln	Perez Residence	B20-000-542 / BLD-2020-00535	SFD	O	6/17/2020								1	1	0		No Proposed Single Family Residence with attached 6 car garage. Site improvements include 3 pasture areas, a horse arena, perimeter fencing and grading.
	284-323-02	108 E Fir St	Amari Residence ADU	B20-000-945 / BLD-2020-00185	ADU	R	9/21/2020								1	1	1		No
	319-234-02	604 E Ash St	Soto Residence ADU	B20-000-502	ADU	R	6/8/2020								1	1	1		No
	284-212-11	517 E Date St	Edmondson Residence ADU	B20-000-081	ADU	R									1	1	0		No New accessory dwelling unit. Convert 523 sq ft existing detached secondary garage to accessory dwelling unit & convert 179 sq ft existing detached garage area to storage room.
	304-075-17	919 Orangewood Dr	Bent Residence ADU	B20-000-177	ADU	R	1/17/2020 2/13/2020								1	1	1		No Convert 251sq ft existing living room & add 234 sq ft to new accessory dwelling unit at front of dwelling. ADU = bedroom, bathroom, closet, kitchen, laundry room. Convert existing bedroom #4 to den. Total sq ft ADU = 485 sq ft.
	284-213-15	517 E Elm St	Giuseppe Residence ADU	B20-000-243	ADU	R	2/24/2020								1	1	1		No Residential addition, new JADU, & new ADU. Addition of 460 sq ft to existing 1,398 sq ft (1 bedrm, 2 bathrms, 2 closets, add to existing bedrm). 399 sq ft 1 bedrm 1 bth attached Junior ADU. Construct new detached 929 sq ft 3 bedrm 2 bth ADU in rear yard. 3186 sq ft total living space.
	284-203-08	438 S Laurel Ave	Coulombe Residence ADU	B20-000-378 / BLD-2020-00180	ADU	R	4/16/2020								1	1	1		No Construct 702 sq ft attached accessory dwelling unit to existing garage in side yard. 2 bedrooms, 1 bath, kitchen, living room, front porch.

	284-231-17	333 1/2 S Walnut St	Singh Residence ADU	B20-000-585 / BLD-2020-00064	ADU	R	7/2/2020								1	1	1		No	Existing detached one car garage storage, ADU conversion (in rear yard)-671 Sq Ft, 2 bedrm., 1 bath.
	293-432-06	828 Lime St	Oshin Residence ADU	B20-000-787 / BLD-2020-00648	ADU	R	8/20/2020								1	1	0		No	Converting the attached garage (413 s.f.) into a Junior ADU
	284-241-25	401 S Walnut Ave	Thompson Residence ADU	B20-000-821	ADU	R	8/31/2020								1	1	0		No	Construct 2-story detached accessory dwelling unit in rear yard. 750 sq ft living space above 750 sq ft garage.
	296-332-06	214 1.5 Madrona Ave	Gigliotti Residence ADU	B20-000-853 / BLD-2020-00299	ADU	R	3/7/2020								1	1	0		No	"See Accela BLD-2020-00299" Residential addition. Add a 420 sq ft garage and a 408 sq ft accessory dwelling unit above the garage. The ADU will be an open plan studio.

Note: "*" indicates an optional field
Cells in grey contain auto-calculated formulas

Table A2
Annual Building Activity Report Summary - New Construction, Enrichment, Permits and Completed Units

Project Identifier				Unit Types		Affordability by Household Income - Completed Dwellings										Affordability by Household Income - Building Permits										Affordability by Household Income - Certificates of Occupancy										Stranding	MFI	Housing with Financial Assistance - public Use Restrictions		Housing without Financial Assistance or Other Restrictions	Terms of Affordability or Other Restrictions	Deductive/Derogatory Units			Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1250	1251	1252	1253	1254	1255	1256	1257	1258	1259	1260	1261	1262	1263	1264	1265	1266	1267	1268	1269	1270	1271	1272	1273	1274	1275	1276	1277	1278	1279	1280	1281	1282	1283	1284	1285	1286	1287	1288	1289	1290	1291	1292	1293	1294	1295	1296	1297	1298	1299	1300	1301	1302	1303	1304	1305	1306	1307	1308	1309	1310	1311	1312	1313	1314	1315	1316	1317	1318	1319	1320	1321	1322	1323	1324	1325	1326	1327	1328	1329	1330	1331	1332	1333	1334	1335	1336	1337	1338	1339	1340	1341	1342	1343	1344	1345	1346	1347	1348	1349	1350	1351	1352	1353	1354	1355	1356	1357	1358	1359	1360	1361	1362	1363	1364	1365	1366	1367	1368	1369	1370	1371	1372	1373	1374	1375	1376	1377	1378	1379	1380	1381	1382	1383	1384	1385	1386	1387	1388	1389	1390	1391	1392	1393	1394	1395	1396	1397	1398	1399	1400	1401	1402	1403	1404	1405	1406	1407	1408	1409	1410	1411	1412	1413	1414	1415	1416	1417	1418	1419	1420	1421	1422	1423	1424	1425	1426	1427	1428	1429	1430	1431	1432	1433	1434	1435	1436	1437	1438	1439	1440	1441	1442	1443	1444	1445	1446	1447	1448	1449	1450	1451	1452	1453	1454	1455	1456	1457	1458	1459	1460	1461	1462	1463	1464	1465	1466	1467	1468	1469	1470	1471	1472	1473	1474	1475	1476	1477

Note: "*" indicates an optional field
Cells in grey contain auto-calculated formulas

Jurisdiction	Brea	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	426											426
	Non-Deed Restricted												
Low	Deed Restricted	305											305
	Non-Deed Restricted												
Moderate	Deed Restricted	335										41	294
	Non-Deed Restricted					21		20					
Above Moderate		785		321	461	194	435	7	695	20		2133	
Total RHNA		1851											
Total Units				321	461	194	456	7	715	20		2174	1025

Note: units serving extremely low-income households are included in the very low-income permitted units totals

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Brea
Reporting Year	2020 (Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Single-Family Rehabilitation Program	Provide loans to lower income homeowners to help them rehabilitate their homes.	Year 7	One loan and six grants were issued to low income Brea homeowners for the rehabilitation/repair of their homes through the administration of the Community Development Block Grants program.
Affordable Housing Ordinance	Integrate housing affordable to low- and moderate-income households within market rate developments.	Year 7	The City approved Mercury Village, a 114-unit workforce housing project that will include 11 low-income inclusionary units.
Land Use Element and Sites Inventory	Provide adequate sites for future housing development consistent with regional housing needs.	Year 7	The Brea Place project was issued building permits in 2019 and started its construction phase in 2020. At completion, the project will add 653 residential units to the housing stock.
Mixed Use/High Density Opportunity Sites	Provide expanded opportunities for mixed use and high density residential development.	Year 7	The City is moving forward to consider high density development projects within the Brea Core Area. The City approved Mercury Village in June, 2020 for 114 workforce housing units. Brea Mall is currently under review to demolish the Sears department store and surrounding surface parking to allow a mix of uses, including approximately 312 multi-family housing. Brea Place is currently under construction and will provide 653 residential apartments.
Accessory Dwelling Units (formerly known as second units)	Promote second units in new and existing housing as a form of affordable, multi-generational housing.	Year 7	The City continues to promote the development of Accessory Dwelling Units (ADU) as a form of multigenerational and affordable housing. This year, nine building permit applications were approved for ADUs in the city. The City has initiated the adoption of a new ADU and JADU Ordinance to comply with State law.
Multi-Family Design Guidelines	Provide upfront direction to developers on the desired character of multi-family development in Brea.	Year 7	The City continues to search for funding to create flexible design guidelines to accommodate new approaches to housing, update parking standards and remove entitlement impediments to streamline the process.

CEQA Exemptions for Infill Projects	Utilize allowable CEQA exemptions for qualified urban infill and other qualifying residential projects.	Year 7	The City continues to utilize appropriate CEQA exemptions for qualified urban infill and other qualifying residential projects.
Efficient Project Processing	Provide efficient development processing procedures to reduce the cost of development.	Year 7	The City utilized funding to launch Accela, a new permit software system to modernize the development process and improve record retention.
Fair Housing Program	Further fair housing practices in the community.	Year 7	The City aims to further Fair Housing Practices in the community by providing fair housing outreach and educational information to the public through the public counter, one-on-one appointments, and on the City website.
Housing Accessiblity	Expand accessible housing options to persons living with disabilities.	Year 7	The City continues to expand accessible housing options to persons living with disabilities.
Senior Housing Opportunities	Support a range of housing options to address the diverse needs of Brea's growing senior population.	Year 7	The City supports a range of housing options to address the diverse needs of Brea's growing senior population. The Planning Commission approved Alvero Assisted Living and Memory Care project on May 26. The City continues to conduct outreach with the senior population to ensure their voices are heard <u>including input on the Housing Element Update.</u>
Green Building	Promote green building practices for more sustainable housing.	Year 7	The City continues to provide outreach and education to developers, architects and residents on the CALGREEN code and ways to incorporate sustainability in project design. The City adopted the 2019 California Building Code that went into affect on January 1, 2020. The updated code includes changes that will positively affect the energy code requirements and improve the design for residential energy consumption.
Healthy Community	Foster community health through land use planning and support for initiatives that promote a more active lifestyle.	Year 7	The City completed the Active Transportation Component of the Brea Core Plan in 2019. Phase 2 will include land use planning efforts with full community engagement.

Jurisdiction	Brea	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Brea	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		20
Total Units		20

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Housing Applications Summary	
Total Housing Applications Submitted:	13
Number of Proposed Units in All Applications Received:	1,305
Total Housing Units Approved:	6
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Brea
Reporting Year	2020 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Local Early Action Planning (LEAP) Reporting (CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$ 150,000.00				
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Housing Element Update and Outre	\$50,000.00		In Progress	Other	Anticipated completion date: 03/31/21; Other Funding includes \$35,000 from the SB-2 PGP Grant; No reimbursement has been requested at this time.
Improve Development Review Proce	\$50,000.00		Other (Please Specify in Notes)	None	Anticipated completion date: 08/31/21; No reimbursement has been requested at this time.
Review and Update Affordable Hou	\$50,000.00		Other (Please Specify in Notes)	None	Anticipated start date: 01/01/22; No reimbursement has been requested at this time.

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	11
	Non-Deed Restricted	0
Moderate	Deed Restricted	103
	Non-Deed Restricted	0
Above Moderate		2
Total Units		116

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		20
Total Units		20

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		56
Total Units		56

HOUSING SUCCESSOR ANNUAL REPORT
REGARDING THE
LOW AND MODERATE INCOME HOUSING ASSET FUND
FOR FISCAL YEAR 2019-20
PURSUANT TO
CALIFORNIA HEALTH AND SAFETY CODE SECTION 34176.1(f)
FOR THE
CITY OF BREA

This Housing Successor Annual Report (Report) regarding the Low and Moderate Income Housing Asset Fund (LMIHAF) has been prepared pursuant to California Health and Safety Code Section 34176.1(f) and is dated as of December 21, 2020. This Report sets forth certain details of the CITY OF BREA (Housing Successor) activities during Fiscal Year 2019-20. The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 (Dissolution Law).

The following Report is based upon information prepared by Housing Successor staff and information contained within the independent financial audit of the Low and Moderate Income Housing Asset Fund of the CITY OF BREA for Fiscal Year 2019-20 as prepared by Eide-Bailley, LLP, which audit is separate from this annual summary Report; further, this Report conforms with and is organized into sections I. through XI., inclusive, pursuant to Section 34176.1(f) of the Dissolution Law:

- I. **Amount received by the City pursuant to subparagraph (A) of paragraph (3) of subdivision (b) of Section 34191.4:** This section provides the amount of funds received from the repayment of Loan Agreements between the City and the former redevelopment agency.

- II. **Amount Deposited into LMIHAF:** This section provides the total amount of funds deposited into the LMIHAF during the Fiscal Year. Any amounts deposited for items deposited pursuant to subparagraphs (B) and (C) of paragraph (3) of subdivision (b) of Section 34191.4 or amounts deposited for other items listed on the Recognized Obligation Payment Schedule (ROPS) must be distinguished from the other amounts deposited.

- III. **Ending Balance of LMIHAF:** This section provides a statement of the balance in the LMIHAF as of the close of the Fiscal Year. Any amounts deposited for items listed on the ROPS must be distinguished from the other amounts deposited.

- IV. **Description of Expenditures from LMIHAF:** This section provides a description of the expenditures made from the LMIHAF during the Fiscal Year. The expenditures are to be categorized.
- V. **Statutory Value of Assets Owned by Housing Successor:** This section provides the statutory value of real property owned by the Housing Successor, the value of loans and grants receivables, and the sum of these two amounts.
- VI. **Description of Transfers:** This section describes transfers, if any, to another housing successor agency made in previous Fiscal Year(s), including whether the funds are unencumbered and the status of projects, if any, for which the transferred LMIHAF will be used. The sole purpose of the transfers must be for the development of transit priority projects, permanent supportive housing, housing for agricultural employees or special needs housing.
- VII. **Project Descriptions:** This section describes any project for which the Housing Successor receives or holds property tax revenue pursuant to the ROPS and the status of that project.
- VIII. **Status of Compliance with Section 33334.16:** This section provides a status update on compliance with Section 33334.16 for interests in real property acquired by the former redevelopment agency prior to February 1, 2012. For interests in real property acquired on or after February 1, 2012, a status update is provided.
- IX. **Description of Outstanding Obligations under Section 33413:** This section describes the outstanding inclusionary and replacement housing obligations, if any, under Section 33413 that remained outstanding prior to dissolution of the former redevelopment agency as of February 1, 2012 along with the Housing Successor's progress in meeting those prior obligations, if any, of the former redevelopment agency and how the Housing Successor's plans to meet unmet obligations, if any.
- X. **Income Test:** This section provides the information required by Section 34176.1(a)(3)(B), or a description of expenditures by income restriction for five year period, with the time period beginning January 1, 2014 and whether the statutory thresholds have been met.
- XI. **Senior Housing Test:** This section provides the percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the Housing Successor, its former redevelopment Agency, and its host jurisdiction within the previous

10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the Housing Successor, its former Redevelopment Agency and its host jurisdiction within the same time period. For this Report the ten-year period reviewed is January 1, 2010 to December 31, 2019.

- XII. **Excess Surplus Test:** This section provides the amount of excess surplus in the LMIHAF, if any, and the length of time that the Housing Successor has had excess surplus, and the Housing Successor's plan for eliminating the excess surplus.

This Report is available on the City's website at (<http://www.ci.brea.ca.us/index.aspx?nid=984>).

I. AMOUNT RECEIVED BY THE CITY PURSUANT TO SECTION 34191.4(b)(3)(A)

No amounts have been received by the City during FY 2019-20 pursuant to Section 34191.4(b)(3)(A)

II. AMOUNT DEPOSITED INTO LMIHAF

A total of \$400,866 was deposited into the LMIHAF during the Fiscal Year. Of the total funds deposited into the LMIHAF, no funds were held for items listed on the ROPS.

III. ENDING BALANCE OF LMIHAF

At the close of the Fiscal Year, the ending balance in the LMIHAF was \$20,843,523 as follows, with no funds held for items listed on the ROPS:

Nonspendable:	
Land	\$ 800,000
Loans	14,413,328
Spendable	<u>(5,630,195)</u>
Total	\$ 20,843,523

IV. DESCRIPTION OF EXPENDITURES FROM LMIHAF

The following is a description of expenditures from the LMIHAF by category:

	Fiscal Year
Monitoring & Administration Expenditures	\$212,695
Homeless Prevention and Rapid Rehousing Services Expenditures	\$250,000
Housing Development Expenditures*	
➤ Expenditures on Low Income Units	N/A
➤ Expenditures on Very-Low Income Units	N/A
➤ Expenditures on Extremely-Low Income Units	N/A
➤ Total Housing Development Expenditures	N/A
Other***	
Total LMIHAF Expenditures in Fiscal Year	\$462,695

V. STATUTORY VALUE OF ASSETS OWNED BY HOUSING SUCCESSOR IN LMIHAF

Under the Dissolution Law and for purposes of this Report, the “statutory value of real property” means the value of properties formerly held by the former redevelopment agency as listed on the housing asset transfer schedule approved by the Department of Finance pursuant to Section 34176(a)(2); the value of the properties transferred to the Housing Successor pursuant to Section 34181(f) and the purchase price of property(ies) purchased by the Housing Successor. Further, the value of loans and grants receivable is included in these reported assets held in the LMIHAF.

The following provides the statutory value of assets owned by the Housing Successor.

	As of End of Fiscal Year
Statutory Value of Real Property Owned by Housing Successor	\$800,000
Value of Loans and Grants Receivable*	14,413,328
Total Value of Housing Successor Assets	\$15,213,328

*Amount reported is net of deferred revenue.

VI. DESCRIPTION OF TRANSFERS

The Housing Successor did not make any LMIHAF transfers to other Housing Successor(s) under Section 34176.1(c)(2) during the Fiscal Year.

VII. PROJECT DESCRIPTIONS

The Housing Successor does not receive or hold property tax revenue pursuant to the ROPS.

VIII. STATUS OF COMPLIANCE WITH SECTION 33334.16

Section 34176.1 provides that Section 33334.16 does not apply to interests in real property acquired by the Housing Successor on or after February 1, 2012; however, this Report presents a status update on the projects related to such real property.

In FY 2017-18, the Housing Successor acquired the property located at 323 North Brea Boulevard for a future affordable housing project. The details of the project have yet to be determined; however, the project will comply with the requirements of Health and Safety Code Section 34176.1(a)(3)(A)

With respect to interests in real property acquired by the former redevelopment agency *prior* to February 1, 2012, the time periods described in Section 33334.16 shall be deemed to have commenced on the date that the Department of Finance approved the property as a housing asset in the LMIHAF; thus, as to real property acquired by the former redevelopment agency now held by the Housing Successor in the LMIHAF, the Housing Successor must initiate activities consistent with the development of the real property for the purpose for which it was acquired within five years of the date that DOF approved such property as a housing asset.

The Housing Successor is not holding any real property acquired by the former redevelopment agency prior to February 1, 2012

IX. DESCRIPTION OF OUTSTANDING OBLIGATIONS PURSUANT TO SECTION 33413

Replacement Housing: According to the 2010-2014 Implementation Plan for the former redevelopment agency, no Section 33413(a) replacement housing obligations were transferred to the Housing Successor. The former redevelopment agency's Implementation Plans are posted on the City's website (<http://www.ci.brea.ca.us/documentcenter/view/2045>).

Inclusionary/Production Housing. According to the 2010-2014 Implementation Plan for the former redevelopment agency, no Section 33413(b) inclusionary/production housing obligations were transferred to the Housing Successor. The former agency's Implementation Plans are posted on the City's website (<http://www.ci.brea.ca.us/documentcenter/view/2045>).

X. EXTREMELY-LOW INCOME TEST

Section 34176.1(a)(3)(A) – (C) requires that the Housing Successor use all moneys remaining in its LMIHAF, after paying for administrative expenses; homeless prevention and rapid re-housing services (Remaining Funds) for the development of affordable housing. The Housing Successor is required to target the Remaining Funds as follows: (i) at least 30% of the funds

must be spent for the development of rental housing affordable to and occupied by extremely low income households earning 30% or less of AMI; (ii) no more than 20% of the funds may be spent for the development of housing affordable to and occupied by households earning between 60% and 80% of the AMI, and (iii) the balance of the funds may be spent for the development of housing affordable to and occupied by households earning 60% or less of the AMI.

If the Housing Successor fails to comply with the Extremely-Low Income requirement in any five-year report, then the Housing Successor must ensure that at least 50% of the Remaining Funds in the LMIHAF be expended in each fiscal year following the latest fiscal year following the report for the development of rental housing for households earning 30% or less of AMI until the Housing Successor demonstrates compliance with this requirement. If the Housing Successor fails to comply with the requirement for households earning between 60% and 80% of the AMI in any five-year report, then the Housing Successor may not expend any Remaining Funds for such households until the Housing Successor demonstrates compliance with this requirement.

The following provides the Housing Successor's Extremely-Low Income Test for the five (5) year period of July 1, 2015 through June 30, 2020:

Housing Development Expenditures from the LMIHAF by Income Level Last Five Years				
	Low Income Units (80% or less of AMI)	Very Low Income Units (60% or less of AMI)	Extremely Very Low Income Units (30% or less of AMI)	Total
FY 2015-16	\$ -	\$ -	\$ -	\$ -
FY 2016-17	-	-	-	-
FY 2017-18*	-	500,000	300,000	800,000
FY 2018-19	-	-	-	-
FY 2019-20	-	-	-	-
Total	\$ -	\$ 500,000	\$ 300,000	\$ 800,000
% Spent by Income Level	0.00%	62.50%	37.50%	100.00%
Compliance Met?	Yes		Yes	

*-Real property acquired in FY 2017-18 was inadvertently not included on the FY 2017-18 annual report. The details of the project have yet to be determined; however, the project will comply with the requirements of Health and Safety Code Section 34176.1(a)(3)(A)

XI. SENIOR HOUSING TEST

The Housing Successor is to calculate the percentage of units of deed-restricted rental housing restricted to seniors and assisted by the Housing Successor, the former redevelopment agency and/or the City within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted by the Housing Successor, the former redevelopment agency and/or City within the same time period. If this percentage exceeds 50%, then the Housing Successor cannot expend future funds in the LMIHAF to assist additional senior housing units until the Housing Successor or City assists and construction has commenced on a number of restricted rental units that is equal to 50% of the total amount of deed-restricted rental units.

The following provides the Housing Successor's Senior Housing Test for the 10 year period of January 1, 2010 to December 31, 2019.

Senior Housing Test	1/1/2010 – 12/31/2019
# of Assisted Senior Rental Units	1,992
# of Total Assisted Rental Units	6,786
Senior Housing Percentage	29%

XII. EXCESS SURPLUS TEST

Excess Surplus is defined in Section 34176.1(d) as an unencumbered amount in the account that exceeds the greater of one million dollars (\$1,000,000) or the aggregate amount deposited into the account during the Housing Successor's preceding four Fiscal Years, whichever is greater. The LMIHAF does not have an Excess Surplus (see attached calculation).

CITY OF BREA HOUSING SUCCESSOR

COMPUTATION OF HOUSING SUCCESSOR
EXCESS/SURPLUS (HSC 34176.1)

	Low and Moderate Housing Funds All Project Areas July 1, 2019	Low and Moderate Housing Funds All Project Areas July 1, 2020
Opening Fund Balance	\$ 20,889,075	\$ 20,843,523
Less Unavailable Amounts:		
Land	\$ (800,000)	\$ (800,000)
Loans receivable	\$ (14,994,705)	\$ (14,413,328)
Housing bonds	(1,726,001)	\$ (1,790,629)
	<u>\$ (17,520,706)</u>	<u>\$ (17,003,957)</u>
Available Housing Successor Funds	\$ 3,368,369	\$ 3,839,566
Limitation (greater of \$1,000,000 or four years deposits) Aggregate amount deposited for last four years:		
2019-2020		404,866
2018-2019	\$ 800,667	\$ 800,667
2017-2018	995,330	995,330
2016-2017	2,223,909	2,223,909
2015-2016	288,470	-
Total	<u>\$ 4,308,376</u>	<u>\$ 4,424,772</u>
Base Limitation	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>
Greater amount	<u>\$ 4,308,376</u>	<u>\$ 4,424,772</u>
Computed Excess/Surplus	<u>None</u>	<u>None</u>



February 23, 2021

www.kennedycommission.org
17701 Cowan Ave., Suite 200
Irvine, CA 92614
949 250 0909

Chair and Planning Commission Members
City Council Chamber
1 Civic Center Circle
Brea, CA 92821

RE: General Plan Annual Progress Report and Housing Element Annual Report for 2020

Dear Chair Melanie Schlotterbeck and Planning Commission Members:

The Kennedy Commission (the Commission) is a broad based coalition of residents and community organizations that advocates for the production of homes affordable for families earning less than \$20,000 annually in Orange County. Formed in 2001, the Commission has been successful in partnering and working with Orange County jurisdictions to create effective housing and land-use policies that has led to the new construction of homes affordable to lower income working families.

As the Planning Commission reviews the City's 2020 Annual Housing Element Progress Report for the 2014-2021 planning period, the Commission urges the City to take into account the severe imbalance between housing production at the lower income levels and above moderate income levels. **The City must evaluate its current policies and programs to ensure they facilitate the development of homes affordable to lower income households in the City which they have failed to do thus far.** For the 2014-2021 Housing Element planning period, the City has a Regional Housing Needs Assessment (RHNA) 426 very low- and 305 low-income households. To-date, the City has built 0 of the 426 very low-income units and 0 of the 305 low-income units.¹ However, for the above moderate-income units, the City outperformed and exceeded the RHNA by constructing 2,133 or 272% of the 785 above moderate-income RHNA.² While 20 above moderate units were added in 2020, no units were added at the very low and low income levels. **With a remaining RHNA need of 731 lower income homes, it is important the City prioritize policies and programs that will produce homes at the lower income levels, for example, by strengthening the existing mixed-income housing ordinance.**

The City has an urgent need to address housing production at the lower income levels given that the City received higher RHNA allocations for the upcoming 2021-2029 Housing Element planning period. SCAG anticipates the City's total RHNA allocation for the very low and low income level for the upcoming cycle to be 666 and 392, respectively.³ That is a total of 1,058 lower income homes. In light of the City's inability to produce even one unit at the lower income levels during the current planning period, the City must focus on developing policies and programs that will effectively produce affordable homes in the 2021-2029 Housing Element Planning Period. We also understand the importance of Housing Elements in addressing racial equity in housing, particularly with the new statutory requirements mandating the inclusion of programs that affirmatively further fair housing in the new Housing Element planning period.⁴

¹ City of Brea's 2020 Annual Housing Element Progress Report, February, 23, 2021.

² City of Brea's 2020 Annual Housing Element Progress Report, February, 23, 2021.

³ "SCAG 6th Cycle Draft RHNA Allocation Based on Final RHNA Methodology & Final Connect SOCAL," September 3, 2020.
<https://scag.ca.gov/sites/main/files/file-attachments/staff-recommended-rhna-estimated-allocations-030520.pdf?1602189445>

⁴ California Government Code § 8899.50 (Assembly Bill 686).

Chair Melanie Schlotterbeck and Planning Commission Members
February 23, 2021

Affordable homes are urgently needed for lower income residents given the increasing cost of housing in Orange County. The County is consistently ranked among the top ten least affordable metropolitan areas in the country.⁵ A resident must earn at least \$42.62 per hour to afford a two-bedroom apartment at a fair market rent.⁶ Based on this figure, the approximate annual income a resident must have to afford housing in Orange County is \$81,830.40. This income is completely unrealistic for lower income families. According to the California Housing and Community Development Department (HCD), the County's annual median income (AMI) for a family of four at the extremely low income level is \$38,450, \$64,050 at the very low income level, and \$102,450 at the low income level.⁷ **The City needs to prioritize the production of housing for lower income families for whom market-rate, or above moderate income, rental prices are not affordable. The Commission would like to work with the City to make this a reality.**

The Commission looks forward to partnering with the City to increase affordable home opportunities for lower income households in the City. Please keep us informed of any updates and meetings regarding strategies to increase affordable homes for lower income households in the City. If you have any questions, please free to contact me at (949) 250-0909 or cesarc@kennedycommission.org.

Sincerely,



Cesar Covarrubias
Executive Director

⁵ Out of Reach 2020- The High Cost of Housing, National Low Income Housing Coalition, p.17, 2021.

⁶ Out of Reach 2020- The High Cost of Housing, National Low Income Housing Coalition, p.17, 2021.

⁷ California Department of Housing and Community Development "State Income Limits for 2020," p. 8, April 30, 2020.

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Cooperative Agreement 12-771 between the City of Brea and State of California Department of Transportation (Caltrans) for the SR 57/Lambert Road Interchange Improvement Project (CIP 7251) – Landscape Phase

RECOMMENDATION

1. Approve the Cooperative Agreement 12-771 between the City of Brea and Caltrans; and
2. Authorize the City Manager to execute the Cooperative Agreement 12-771 with any subsequent amendments upon approval as to form by the City Attorney

BACKGROUND/DISCUSSION

The State Route (SR) 57 & Lambert Road Interchange Improvements (Project), Project 7251, was initiated in 1999 between the City of Brea and the State of California Department of Transportation (Caltrans) to address traffic congestion on Lambert Road at the SR-57 interchange and at the adjacent intersection of Lambert Road and State College Boulevard.

In 2009, the City and Caltrans entered into a Cooperative Agreement for the Project to complete the Project Approval and Environmental Development (PA&ED), Right-Of-Way (R/W), and Plans, Specifications, and Estimate (PS&E) Phases.

In November 2015, the Project Report and Environmental Document proposed adding a northbound loop on-ramp and realign the northbound off-ramp; widening the southbound ramps and bridge over the railroad; converting the southbound exit ramp to a two (2) lane exit; and widening Lambert Road east of State College for a dedicated right turn lane onto the southbound on-ramp, and a separate bridge for the northbound loop on-ramp.

On July 17, 2018, the City and Caltrans entered into a second Cooperative Agreement to complete the Construction of the Project. Soon thereafter, the PS&E Phase was completed, and the Project was advertised for bids in November 2018.

On April 19, 2019, Caltrans awarded the Construction Contract for the Project to Security Paving, Inc. and the Project started construction on July 9, 2019, but was delayed until August 26, 2019, due to material supply issues with the Contractor. Currently the construction is in its second year of a 500-working day contract and is anticipated to be substantially completed in early 2022.

Once the Project construction is completed, Caltrans will follow-up with the Landscape Phase to complete the landscaping within the area of the Project. In order for Caltrans to proceed with the

work, a third Cooperative Agreement between the City and Caltrans is required. This Cooperative Agreement will authorize Caltrans to be the lead designer for the landscape design and allow for them to Advertise, Award, and Administer (“AAA”) the landscape contract. Additionally, the City Public Works Department will be working with Caltrans to develop the landscape design within the parkway area adjacent to the new Lambert Road eastbound dedicated right turn lane onto the southbound on-ramp. Therefore, Caltrans and City staff have developed Cooperative Agreement 12-771 to complete the Landscape Phase for the Project (see Attachment A). This agreement was provided to the City Attorney’s office for review and was accepted as to form.

The Landscape project design is anticipated to be completed in the fall of 2021 and advertised for bids in January 2022, with construction starting in the summer of 2022.

COMMISSION/COMMITTEE RECOMMENDATION

The Finance Committee reviewed staff’s recommendation at their March 9, 2021 meeting and recommended to proceed.

FISCAL IMPACT/SUMMARY

The Project is fully funded by the OCTA Cooperative Agreement C-9-1380, which was approved by City Council on December 3, 2019. The following table provides the funding and expense breakdown. Based on the terms of the OCTA COOP and the Caltrans COOP, the City will pay Caltrans and will be fully reimbursed by OCTA. The Project is considered fully funded by the OCTA COOP Agreement and there will be no General Fund Impact from this action or the Project.

Funding Source	
OCTA Cooperative Agreement C-9-1360	\$2,147,210
Expense	
Caltrans Cooperative Agreement 12-0771	\$1,600,000
Remaining Fund Balance For Contingency	\$547,210

The Project construction for the traffic improvements is anticipated to be substantially completed in early 2022, followed by the Landscape Phase, which is anticipated to begin construction in the summer of 2022 and be completed by fall of 2023. There will be a three (3) year landscape maintenance phase subsequent to the completion of the work, which will end by the fall of 2026.

In order to proceed with the Landscape Phase scope of work, the City and Caltrans will be required to enter into a Cooperative Agreement. Cooperative Agreement 12-771 (“Agreement”) has been prepared and reviewed as to form by the City Attorney and is ready for City Council approval. Therefore, staff is recommending the City Council consider approving the Agreement and authorize the City Manager to execute said Agreement with any subsequent amendments upon final approval as to form by the City Attorney.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

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

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

Attachments

Agreement

COOPERATIVE AGREEMENT COVER SHEET

Work Description

REPLACE LANDSCAPING AND IRRIGATION AT STATE ROUTE 57 INTERCHANGE AT LAMBERT ROAD.

Contact Information

CALTRANS

Eric Dickson, Sr. Landscape Architecture
1750 E. 4th Street
Santa Ana, CA 92705
Office Phone: 657-328-6201
Mobile Phone: 949-279-8755
Email: eric_dickson@dot.ca.gov

CITY OF BREA

Tony Olmos, Public Works Director
1 Civic Center Circle
City of Brea, CA 92821
Office Phone: 714-990-7657
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COOPERATIVE AGREEMENT

This AGREEMENT, effective on _____, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

City of Brea, a body politic and municipal corporation or chartered city of the State of California, referred to hereinafter as CITY.

An individual signatory agency in this AGREEMENT is referred to as a PARTY. Collectively, the signatory agencies in this AGREEMENT are referred to as PARTIES.

RECITALS

1. PARTIES are authorized to enter into a Cooperative Agreement for improvements to the State Highway System per the California Streets and Highways Code, Sections 114 and 130.
2. For the purpose of this AGREEMENT, to *replace landscaping and irrigation, referred to hereinafter as LANDSCAPE for State Route 57 interchange improvements at Lambert Road*, referred to hereinafter as PROJECT. The PROJECT scope of work is defined in the project initiation and approval documents (e.g. Project Study Report, Permit Engineering Evaluation Report, or Project Report).
3. All LANDSCAPE obligations and responsibilities assigned in this AGREEMENT to complete the following PROJECT COMPONENTS will be referred to hereinafter as WORK:
 - PLANS, SPECIFICATIONS, AND ESTIMATE (PS&E)
 - CONSTRUCTION

Each PROJECT COMPONENT is defined in the CALTRANS Workplan Standards Guide as a distinct group of activities/products in the project planning and development process.

4. The term AGREEMENT, as used herein, includes this document and any attachments, exhibits, and amendments.

This AGREEMENT is separate from and does not modify or replace any other cooperative agreement or memorandum of understanding between the PARTIES regarding the LANDSCAPE.

PARTIES intend this AGREEMENT to be their final expression that supersedes any oral understanding or writings pertaining to the WORK. The requirements of this AGREEMENT will preside over any conflicting requirements in any documents that are made an express part of this AGREEMENT.

If any provisions in this AGREEMENT are found by a court of competent jurisdiction to be, or are in fact, illegal, inoperative, or unenforceable, those provisions do not render any or all other AGREEMENT provisions invalid, inoperative, or unenforceable, and those provisions will be automatically severed from this AGREEMENT.

Except as otherwise provided in the AGREEMENT, PARTIES will execute a written amendment if there are any changes to the terms of this AGREEMENT.

PARTIES agree to sign a CLOSURE STATEMENT to terminate this AGREEMENT. However, all indemnification, document retention, audit, claims, environmental commitment, legal challenge, maintenance and ownership articles will remain in effect until terminated or modified in writing by mutual agreement or expire by the statute of limitations.

5. The following documents are attached to, and made an express part of this AGREEMENT:
 - Attachment A – Project Limits
 - Attachment B – Project Schedule
6. The following work associated with this LANDSCAPE has been completed or is in progress:
 - CITY completed PA&ED of PROJECT including its LANDSCAPE and was approved by CALTRANS on November 12, 2015 (Cooperative Agreement No. 12-617).
7. In this AGREEMENT capitalized words represent defined terms, initialisms, or acronyms.
8. PARTIES hereby set forth the terms, covenants, and conditions of this AGREEMENT.

RESPONSIBILITIES

Sponsorship

9. A SPONSOR is responsible for establishing the scope of the LANDSCAPE and securing the financial resources to fund the WORK. A SPONSOR is responsible for securing additional funds when necessary or implementing LANDSCAPE changes to ensure the WORK can be completed with the funds obligated in this AGREEMENT.

LANDSCAPE changes, as described in the CALTRANS Project Development Procedures Manual, will be approved by CALTRANS as the owner/operator of the State Highway System with concurrence of SPONSOR.

10. CITY is the SPONSOR for the WORK in this AGREEMENT.

Implementing Agency

11. The IMPLEMENTING AGENCY is the PARTY responsible for managing the scope, cost, schedule, and quality of the work activities and products of a PROJECT COMPONENT.

- CALTRANS is the Plans, Specifications, and Estimate (PS&E) IMPLEMENTING AGENCY.

PS&E includes the development of the plans, specifications, and estimate; obtaining any resource agency permits; and the advertisement/award of the construction contract.

- CALTRANS is the CONSTRUCTION IMPLEMENTING AGENCY.

CONSTRUCTION includes construction contract administration, surveying/staking, inspection, quality assurance, and assuring regulatory compliance. The CONSTRUCTION component budget identifies the capital costs of the construction contract/furnished materials (CONSTRUCTION CAPITAL) and the cost of the staff work in support of the construction contract administration (CONSTRUCTION SUPPORT).

12. Any PARTY responsible for completing WORK will make its personnel and consultants that prepare WORK available to help resolve WORK-related problems and changes for the entire duration of the LANDSCAPE including LANDSCAPE work that may occur under separate agreements.

Funding

13. Funding sources, PARTIES committing funds, funding amounts, and invoicing/payment details are documented in the Funding Summary section of this AGREEMENT.

PARTIES will amend this AGREEMENT by updating and replacing the Funding Summary, in its entirety, each time the funding details change. Funding Summary replacements will be executed by a legally authorized representative of the respective PARTIES. The most current fully executed Funding Summary supersedes any previous Funding Summary created for this AGREEMENT.

14. PARTIES will not be reimbursed for costs beyond the funds obligated in this AGREEMENT.

If an IMPLEMENTING AGENCY anticipates that funding for the WORK will be insufficient to complete the WORK, the IMPLEMENTING AGENCY will promptly notify the SPONSOR.

15. Unless otherwise documented in the Funding Summary, overall liability for project costs within a PROJECT COMPONENT will be in proportion to the amount contributed to that PROJECT COMPONENT by each fund type.
16. Unless otherwise documented in the Funding Summary, any savings recognized within a PROJECT COMPONENT will be credited or reimbursed, when allowed by policy or law, in proportion to the amount contributed to that PROJECT COMPONENT by each fund type.
17. WORK costs, except those that are specifically excluded in this AGREEMENT, are to be paid from the funds obligated in the Funding Summary. Costs that are specifically excluded from the funds obligated in this AGREEMENT are to be paid by the PARTY incurring the costs from funds that are independent of this AGREEMENT.

CEQA/NEPA Lead Agency

18. CALTRANS is the CEQA Lead Agency for the LANDSCAPE.
19. CALTRANS is the NEPA Lead Agency for the LANDSCAPE.

Environmental Permits, Approvals and Agreements

20. PARTIES will comply with the commitments and conditions set forth in the environmental documentation, environmental permits, approvals, and applicable agreements as those commitments and conditions apply to each PARTIES responsibilities in this AGREEMENT.

21. Unless otherwise assigned in this AGREEMENT, the IMPLEMENTING AGENCY for a PROJECT COMPONENT is responsible for all PROJECT COMPONENT WORK associated with coordinating, obtaining, implementing, renewing, and amending the LANDSCAPE permits, agreements, and approvals whether they are identified in the planned project scope of work or become necessary in the course of completing the LANDSCAPE.
22. The LANDSCAPE requires the following environmental permits/approvals:

ENVIRONMENTAL PERMITS/REQUIREMENTS
404, US Army Corps Of Engineers
401, Regional Water Quality Control Board
National Pollutant Discharge Elimination System (NPDES), State Water Resources Control Board
State Waste Discharge Requirements (Porter Cologne), Regional Water Quality Control Board
1602 California Department of Fish and Wildlife

Plans, Specifications, and Estimate (PS&E)

23. As the PS&E IMPLEMENTING AGENCY, CALTRANS is responsible for all PS&E WORK except those activities and responsibilities that are assigned to another PARTY and those activities that are excluded under this AGREEMENT.
24. CALTRANS will prepare Utility Conflict Maps identifying the accommodation, protection, relocation, or removal of any existing utility facilities that conflict with construction of the LANDSCAPE or that violate CALTRANS' encroachment policy.
25. CALTRANS will determine the cost to positively identify and locate, accommodate, protect, relocate, or remove any utility facilities whether inside or outside the State Highway System right-of-way in accordance with federal and California laws and regulations, and CALTRANS' policies, procedures, standards, practices, and applicable agreements including but not limited to Freeway Master Contracts.

26. PARTIES acknowledge that the activities Final District PS&E Package (255.20) and Contract Bid Documents “Ready to List” (260) will be performed by CALTRANS. Because CALTRANS is anticipated to perform the advertisement, award, and administration (AAA) of the construction contract, the PS&E package must be reviewed and approved by CALTRANS District and HQ Office Engineers prior to advertisement.

CITY will ensure that any consultant involved in the preparation of the PS&E package will remain available to address all comments generated during the performance of the Final District PS&E Package and Contract Bid Documents “Ready to List” activities.

CONSTRUCTION

27. As the CONSTRUCTION IMPLEMENTING AGENCY, CALTRANS is responsible for all CONSTRUCTION WORK except those activities and responsibilities that are assigned to another PARTY and those activities that are excluded under this AGREEMENT.
28. CALTRANS will provide the CITY a complete executed copy of the Construction Contract within 30 days of execution.
29. Physical and legal possession of the right-of-way must be completed prior to advertising the construction contract, unless PARTIES mutually agree to other arrangements in writing.
30. Right-of-way conveyances must be completed prior to WORK completion, unless PARTIES mutually agree to other arrangements in writing.
31. CALTRANS will advertise, open bids, award, and approve the construction contract in accordance with the California Public Contract Code and the California Labor Code. By accepting responsibility to advertise and award the construction contract, CALTRANS also accepts responsibility to administer the construction contract.
32. If the lowest responsible construction contract bid is greater than the funding commitment to CONSTRUCTION CAPITAL, PARTIES must agree in writing on a course of action within thirty (30) working days. If no agreement is reached within thirty (30) working days the IMPLEMENTING AGENCY will not award the construction contract.
33. CALTRANS will implement changes to the construction contract through Change Orders. PARTIES will review and concur on all Change Orders over \$25,000.
34. PARTIES confirm that upon WORK completion, no maintenance agreement will be necessary.

35. Upon WORK completion, ownership or title to all materials and equipment constructed or installed for the operations and/or maintenance of the State Highway System (SHS) within SHS right-of-way as part of WORK become the property of CALTRANS.

CALTRANS will not accept ownership or title to any materials or equipment constructed or installed outside SHS right-of-way.

Schedule

36. PARTIES will manage the WORK schedule to ensure the timely use of obligated funds and to ensure compliance with any environmental permits, right-of-way agreements, construction contracts, and any other commitments. PARTIES will communicate schedule risks or changes as soon as they are identified and will actively manage and mitigate schedule risks.
37. The IMPLEMENTING AGENCY for each PROJECT COMPONENT will furnish PARTIES with a final report of the WORK completed.

Additional Provisions

Standards

38. PARTIES will perform all WORK in accordance with federal and California laws, regulations, and standards; FHWA standards; and CALTRANS standards. CALTRANS standards include, but are not limited to, the guidance provided in the:

- CADD Users Manual
- CALTRANS policies and directives
- Plans Preparation Manual
- Project Development Procedures Manual
- Workplan Standards Guide
- Standard Environmental Reference
- Highway Design Manual
- Right of Way Manual
- Construction Manual

Qualifications

39. Each PARTY will ensure that personnel participating in WORK are appropriately qualified or licensed to perform the tasks assigned to them.
40. CITY will issue any encroachment permits that are necessary for WORK within its jurisdiction and outside the State Highway System right-of-way. CITY will provide encroachment permits to CALTRANS, its contractors, consultants and agents, at no cost.
41. The IMPLEMENTING AGENCY for a PROJECT COMPONENT will coordinate, prepare, obtain, implement, renew, and amend any encroachment permits needed to complete the WORK.

Protected Resources

42. If any PARTY discovers unanticipated cultural, archaeological, paleontological, or other protected resources during WORK, all WORK in that area will stop and that PARTY will notify all PARTIES within 24 hours of discovery. WORK may only resume after a qualified professional has evaluated the nature and significance of the discovery and CALTRANS approves a plan for its removal or protection.

Disclosures

43. PARTIES will hold all administrative drafts and administrative final reports, studies, materials, and documentation relied upon, produced, created, or utilized for the WORK in confidence to the extent permitted by law and where applicable, the provisions of California Government Code, Section 6254.5(e) will protect the confidentiality of such documents in the event that said documents are shared between PARTIES.

PARTIES will not distribute, release, or share said documents with anyone other than employees, agents, and consultants who require access to complete the WORK without the written consent of the PARTY authorized to release them, unless required or authorized to do so by law.

44. If a PARTY receives a public records request pertaining to the WORK, that PARTY will notify PARTIES within five (5) working days of receipt and make PARTIES aware of any disclosed public documents. PARTIES will consult with each other prior to the release of any public documents related to the WORK.

Hazardous Materials

45. HM-1 is hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law, irrespective of whether it is disturbed by the LANDSCAPE or not.

HM-2 is hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law only if disturbed by the LANDSCAPE.

The management activities related to HM-1 and HM-2, including and without limitation, any necessary manifest requirements and disposal facility designations are referred to herein as HM-1 MANAGEMENT and HM-2 MANAGEMENT respectively.

46. If HM-1 or HM-2 is found the discovering PARTY will immediately notify all other PARTIES.
47. CALTRANS, independent of the LANDSCAPE, is responsible for any HM-1 found within the existing State Highway System right-of-way. CALTRANS will undertake, or cause to be undertaken, HM-1 MANAGEMENT with minimum impact to the LANDSCAPE schedule.

CALTRANS will pay, or cause to be paid, the cost of HM-1 MANAGEMENT for HM-1 found within the existing State Highway System right-of-way with funds that are independent of the funds obligated in this AGREEMENT.

48. CITY, independent of the LANDSCAPE, is responsible for any HM-1 found within the LANDSCAPE limits and outside the existing State Highway System right-of-way. CITY will undertake, or cause to be undertaken, HM-1 MANAGEMENT with minimum impact to the LANDSCAPE schedule.

CITY will pay, or cause to be paid, the cost of HM-1 MANAGEMENT for HM-1 found within the LANDSCAPE limits and outside of the existing State Highway System right-of-way with funds that are independent of the funds obligated in this AGREEMENT.

49. The CONSTRUCTION IMPLEMENTING AGENCY is responsible for HM-2 MANAGEMENT within the LANDSCAPE limits.

CITY and CALTRANS will comply with the Soil Management Agreement for Aerially Deposited Lead Contaminated Soils (Soil Management Agreement) executed between CALTRANS and the California Department of Toxic Substances Control (DTSC). Under Section 3.2 of the Soil Management Agreement, CALTRANS and CITY each retain joint and severable liability for noncompliance with the provisions of the Soil Management Agreement. CITY will assume all responsibilities assigned to CALTRANS in the Soil Management Agreement during PROJECT COMPONENTS for which they are the IMPLEMENTING AGENCY except for final placement and burial of soil within the State right-of-way, per Section 4.5 of the Soil Management Agreement, which is subject to CALTRANS concurrence and reporting to DTSC which will be performed by CALTRANS.

50. CALTRANS' acquisition or acceptance of title to any property on which any HM-1 or HM-2 is found will proceed in accordance with CALTRANS' policy on such acquisition.

Claims

51. Any PARTY that is responsible for completing WORK may accept, reject, compromise, settle, or litigate claims arising from the WORK without concurrence from the other PARTY.
52. PARTIES will confer on any claim that may affect the WORK or PARTIES' liability or responsibility under this AGREEMENT in order to retain resolution possibilities for potential future claims. No PARTY will prejudice the rights of another PARTY until after PARTIES confer on the claim.
53. If the WORK expends state or federal funds, each PARTY will comply with the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards of 2 CFR, Part 200. PARTIES will ensure that any for-profit consultant hired to participate in the WORK will comply with the requirements in 48 CFR, Chapter 1, Part 31. When state or federal funds are expended on the WORK these principles and requirements apply to all funding types included in this AGREEMENT.

Accounting and Audits

54. PARTIES will maintain, and will ensure that any consultant hired by PARTIES to participate in WORK will maintain, a financial management system that conforms to Generally Accepted Accounting Principles (GAAP), and that can properly accumulate and segregate incurred LANDSCAPE costs and billings.

55. PARTIES will maintain and make available to each other all WORK-related documents, including financial data, during the term of this AGREEMENT.

PARTIES will retain all WORK-related records for three (3) years after the final voucher.

PARTIES will require that any consultants hired to participate in the WORK will comply with this Article.

56. PARTIES have the right to audit each other in accordance with generally accepted governmental audit standards.

CALTRANS, the state auditor, FHWA (if the LANDSCAPE utilizes federal funds), and CITY will have access to all WORK -related records of each PARTY, and any consultant hired by a PARTY to participate in WORK, for audit, examination, excerpt, or transcription.

The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation. The auditing PARTY will be permitted to make copies of any WORK-related records needed for the audit.

The audited PARTY will review the draft audit, findings, and recommendations, and provide written comments within thirty (30) calendar days of receipt.

Upon completion of the final audit, PARTIES have forty-five (45) calendar days to refund or invoice as necessary in order to satisfy the obligation of the audit.

Any audit dispute not resolved by PARTIES is subject to mediation. Mediation will follow the process described in the General Conditions section of this AGREEMENT.

57. If the WORK expends state or federal funds, each PARTY will undergo an annual audit in accordance with the Single Audit Act in the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as defined in 2 CFR, Part 200.
58. When a PARTY reimburses a consultant for WORK with state or federal funds, the procurement of the consultant and the consultant overhead costs will be in accordance with the Local Assistance Procedures Manual, Chapter 10.

Interruption of Work

59. If WORK stops for any reason, each PARTY will continue to implement the obligations of this AGREEMENT, including the commitments and conditions included in the environmental documentation, permits, agreements, or approvals that are in effect at the time that WORK stops, and will keep the LANDSCAPE in environmental compliance until WORK resumes.

Penalties, Judgements and Settlements

60. The cost of awards, judgements, or settlements generated by the WORK are to be paid from the funds obligated in this AGREEMENT.
61. The cost of legal challenges to the environmental process or documentation may be paid from the funds obligated in this AGREEMENT.
62. Any PARTY whose action or lack of action causes the levy of fines, interest, or penalties will indemnify and hold all other PARTIES harmless per the terms of this AGREEMENT.

Environmental Compliance

63. If during performance of WORK additional activities or environmental documentation is necessary to keep the LANDSCAPE in environmental compliance, PARTIES will amend this AGREEMENT to include completion of those additional tasks.

GENERAL CONDITIONS

Venue

64. PARTIES understand that this AGREEMENT is in accordance with and governed by the Constitution and laws of the State of California. This AGREEMENT will be enforceable in the State of California. Any PARTY initiating legal action arising from this AGREEMENT will file and maintain that legal action in the Superior Court of the county in which the CALTRANS district office that is signatory to this AGREEMENT resides, or in the Superior Court of the county in which the LANDSCAPE is physically located.

Exemptions

65. All CALTRANS' obligations under this AGREEMENT are subject to the appropriation of resources by the Legislature, the State Budget Act authority, programming of funds by the California Transportation Commission (CTC) and the allocation thereof by the CTC.

Indemnification

66. Neither CALTRANS nor any of their officers and employees, are responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CITY, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CITY under this AGREEMENT. It is understood and agreed that CITY, to the extent permitted by law, will defend, indemnify, and save harmless CALTRANS and all of their officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by CITY, its contractors, sub-contractors, and/or its agents under this AGREEMENT.
67. Neither CITY nor any of their officers and employees, are responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CALTRANS under this AGREEMENT. It is understood and agreed that CALTRANS, to the extent permitted by law, will defend, indemnify, and save harmless CITY and all of their officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under this AGREEMENT.

Non-parties

68. PARTIES do not intend this AGREEMENT to create a third party beneficiary or define duties, obligations, or rights for entities not signatory to this AGREEMENT. PARTIES do not intend this AGREEMENT to affect their legal liability by imposing any standard of care for fulfilling the WORK different from the standards imposed by law.
69. PARTIES will not assign or attempt to assign obligations to entities not signatory to this AGREEMENT without an amendment to this AGREEMENT.

Ambiguity and Performance

70. CITY will not interpret any ambiguity contained in this AGREEMENT against CALTRANS. CITY waives the provisions of California Civil Code, Section 1654.

A waiver of a PARTY's performance under this AGREEMENT will not constitute a continuous waiver of any other provision.

71. A delay or omission to exercise a right or power due to a default does not negate the use of that right or power in the future when deemed necessary.

Defaults

72. If any PARTY defaults in its performance of the WORK, a non-defaulting PARTY will request in writing that the default be remedied within thirty (30) calendar days. If the defaulting PARTY fails to do so, the non-defaulting PARTY may initiate dispute resolution.

Dispute Resolution

73. PARTIES will first attempt to resolve AGREEMENT disputes at the LANDSCAPE team level as described in the Quality Management Plan. If they cannot resolve the dispute themselves, the CALTRANS district director and the executive officer of CITY will attempt to negotiate a resolution. If PARTIES do not reach a resolution, PARTIES' legal counsel will initiate mediation. PARTIES agree to participate in mediation in good faith and will share equally in its costs.

Neither the dispute nor the mediation process relieves PARTIES from full and timely performance of the WORK in accordance with the terms of this AGREEMENT. However, if any PARTY stops fulfilling its obligations, any other PARTY may seek equitable relief to ensure that the WORK continues.

Except for equitable relief, no PARTY may file a civil complaint until after mediation, or forty-five (45) calendar days after filing the written mediation request, whichever occurs first.

PARTIES will file any civil complaints in the Superior Court of the county in which the CALTRANS district office signatory to this AGREEMENT resides or in the Superior Court of the county in which the LANDSCAPE is physically located.

74. PARTIES maintain the ability to pursue alternative or additional dispute remedies if a previously selected remedy does not achieve resolution.

Prevailing Wage

75. When WORK falls within the Labor Code § 1720(a)(1) definition of "public works" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code § 1771, PARTIES will conform to the provisions of Labor Code §§ 1720-1815, and all applicable provisions of California Code of Regulations, Title 8, Division 1, Chapter 8, Subchapter 3, Articles 1-7. PARTIES will include prevailing wage requirements in contracts for public work and require contractors to include the same prevailing wage requirements in all subcontracts.

Work performed by a PARTY's own employees is exempt from the Labor Code's Prevailing Wage requirements.

If WORK is paid for, in whole or part, with federal funds and is of the type of work subject to federal prevailing wage requirements, PARTIES will conform to the provisions of the Davis-Bacon and Related Acts, 40 U.S.C. §§ 3141-3148.

When applicable, PARTIES will include federal prevailing wage requirements in contracts for public works. WORK performed by a PARTY's employees is exempt from federal prevailing wage requirements.

SIGNATURES

PARTIES are empowered by the law to enter into this AGREEMENT and have delegated to the undersigned the authority to execute this AGREEMENT on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this AGREEMENT.

This AGREEMENT may be executed and delivered in counterparts, and by each PARTY in a separate counterpart, each of which when so executed and delivered shall constitute an original and all of which taken together shall constitute one and the same instrument.

The PARTIES acknowledge that executed copies of this AGREEMENT may be exchanged by facsimile or email, and that such copies shall be deemed to be effective as originals.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

Adnan Maiah
Deputy District Director
Strategic Portfolio Management
Single Focal Point

CITY OF BREA

Bill Gallardo
City Manager

Attest:

Verification of funds and authority:

Neda Saber
District Budget Manager

City Clerk

Approved as to form and procedure:

Terence Boga
City Attorney

FUNDING SUMMARY NO. 01

<u>FUNDING TABLE</u>						
IMPLEMENTING AGENCY→			CALTRANS	CALTRANS		
Source	Party	Fund Type	PS&E	CONST. SUPPORT	CONST. CAPITAL	Totals
LOCAL	CITY	Measure M	400,000	400,000	800,000	1,600,000
Totals			400,000	400,000	800,000	1,600,000

<u>SPENDING SUMMARY</u>							
Fund Type	PS&E		CONST. SUPPORT		CONST. CAPITAL		Totals
	CALTRANS	CITY	CALTRANS	CITY	CALTRANS	DFM CALTRANS	
Measure M	400,000	0	400,000	0	600,000	200,000	1,600,000
Totals	400,000	0	400,000	0	600,000	200,000	1,600,000

Funding

1. If there are insufficient funds available in this AGREEMENT to place the LANDSCAPE right-of-way in a safe and operable condition, the appropriate IMPLEMENTING AGENCY will fund these activities until such time as PARTIES amend this AGREEMENT.

That IMPLEMENTING AGENCY may request reimbursement for these costs during the amendment process.

2. If there are insufficient funds in this AGREEMENT to implement the obligations and responsibilities of this AGREEMENT, including the applicable commitments and conditions included in the LANDSCAPE environmental documentation, permits, agreements, and/or approvals that are in effect at a time that WORK stops, each PARTY accepts responsibility to fund their respective WORK until such time as PARTIES amend this AGREEMENT.

Each PARTY may request reimbursement for these costs during the amendment process.

ICRP Rate

3. The cost of any engineering support performed by CALTRANS includes all direct and applicable indirect costs. CALTRANS calculates indirect costs based solely on the type of funds used to pay support costs. State and federal funds administered by CALTRANS are subject to the current Program Functional Rate. All other funds are subject to the current Program Functional Rate and the current Administration Rate. The Program Functional Rate and Administration Rate are adjusted periodically.

Invoicing and Payment

4. PARTIES will invoice for funds where the SPENDING SUMMARY shows that one PARTY provides funds for use by another PARTY. PARTIES will pay invoices within forty-five (45) calendar days of receipt of invoice when not paying with Electronic Funds Transfer (EFT). When paying with EFT, CITY will pay invoices within ten (10) calendar days of receipt of invoice.
5. If CITY has received EFT certification from CALTRANS then CITY will use the EFT mechanism and follow all EFT procedures to pay all invoices issued from CALTRANS.

6. When a PARTY is reimbursed for actual cost, invoices will be submitted each month for the prior month's expenditures with back-up documentation. After all PROJECT COMPONENT WORK is complete, PARTIES will submit a final accounting of all PROJECT COMPONENT costs with back-up documentation. Based on the final accounting, PARTIES will invoice or refund as necessary to satisfy the financial commitments of this AGREEMENT.

Plans, Specifications, and Estimate (PS&E)

7. CALTRANS will invoice and CITY will reimburse for actual costs incurred and paid up to the Spending Summary Table Limits. All PS&E documentation prepared by CALTRANS and associated with the submitted invoices shall be provided to the CITY within 30 calendar days of payment.

CONSTRUCTION Support

8. CALTRANS will invoice and CITY will reimburse for actual costs incurred and paid up to the Spending Summary Table Limits. CALTRANS will provide the CITY with all construction support documentation associated with the submitted invoices within 30 calendar days of payment.

CONSTRUCTION Capital

9. CALTRANS will invoice CITY for a \$40,000 initial deposit after execution of this AGREEMENT and forty-five (45) working days prior to the commencement of CONSTRUCTION CAPITAL expenditures. This deposit represents two (2) months' estimated costs.

Thereafter, CALTRANS will invoice and CITY will reimburse for actual costs incurred and paid pursuant to the Executed Construction Contract Schedule of Values up to the Spending Summary Table limits. CALTRANS will provide CITY copies of all Construction Contract invoices with verification of payment within 30 days of payment.

Department Furnished Materials (DFM)

CALTRANS will invoice and CITY will reimburse for actual costs incurred and paid up to the Spending Summary Table Limits. CALTRANS will provide the CITY with all DFM receipts associated with the submitted invoices within 30 calendar days of payment.

ATTACHMENT A PROJECT LIMITS Cooperative Agreement 12-771

DIST	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET TOTAL NO. SHEETS

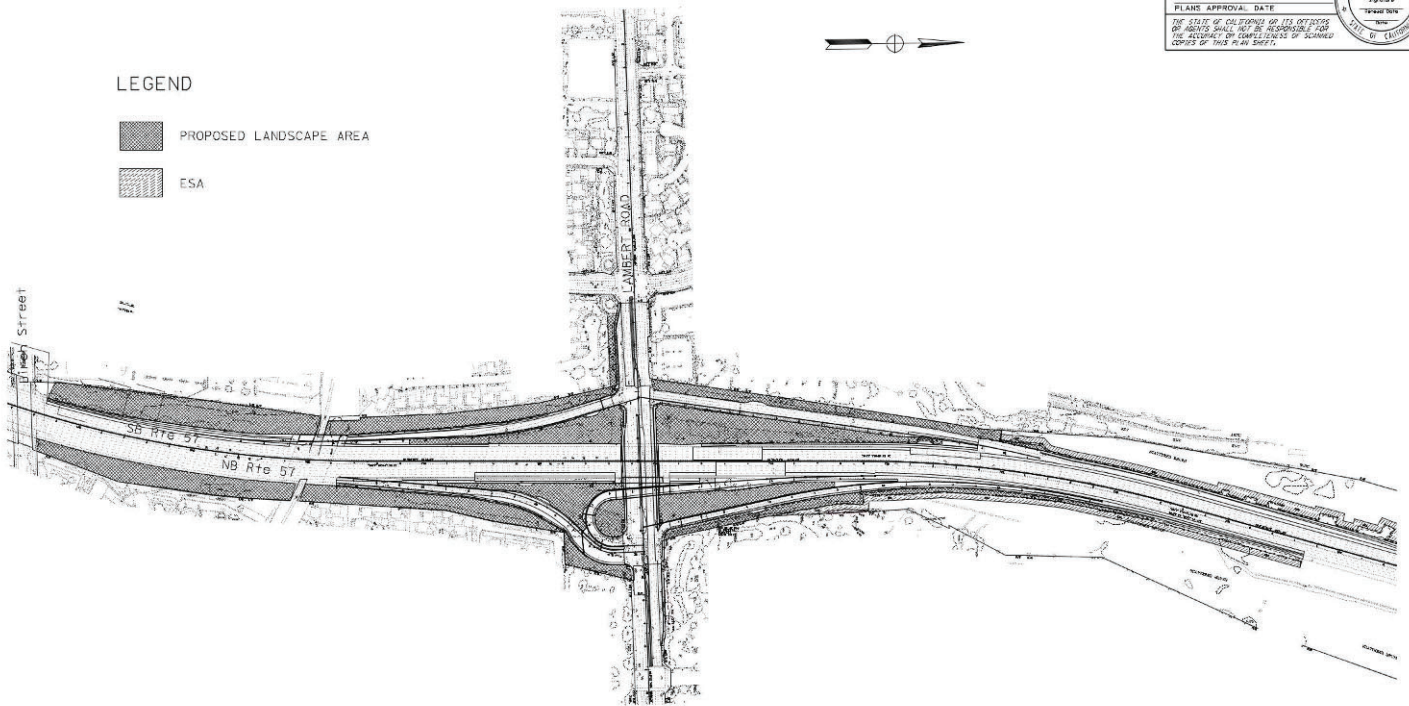
LICENSED LANDSCAPE ARCHITECT

PLANS APPROVAL DATE

THE STATE OF CALIFORNIA AND ITS OFFICIALS
AND AGENTS SHALL NOT BE RESPONSIBLE FOR
THE ACCURACY OR COMPLETENESS OF SCANNED
COPIES OF THIS PLAN SHEET.

LEGEND

- PROPOSED LANDSCAPE AREA
- ESA



PROPOSED LANDSCAPE AREA FOR LAMBERT INTERCHANGE AT SR 57

BORDER LAST REVISED 7/2/2010

USERNAME => ml32991
DON FILE => project\lmlsa.dgn

RELATIVE BORDER SCALE
15 IN INCHES

0 1 2 3

UNIT 0000

PROJECT NUMBER & PHASE

00000000001

DATE PLOTTED => 11-AUG-2020
TIME PLOTTED => 09:08

ATTACHMENT B
PROJECT SCHEDULE
Cooperative Agreement 12-771

PROJECT MILESTONE		MILESTONE DATE (MONTH/YEAR)
PAED, ROW, PS&E, AND CONSTRUCTION PHASES		
PA&ED	M200	11/2015
PS&E to DOE	M377	11/2021
RTL Landscape	M460	01/2022
Award Landscape Contract	M495	07/2022
Approve Landscape Contract	M500	08/2022
Landscape Contract Acceptance	M600	09/2026
End Project	M800	09/2028

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Authorization for the Issuance of the 2021 Lease Revenue Refunding Bonds to Refinance the Outstanding 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects) of the Brea Public Financing Authority

RECOMMENDATION

Adopt Resolution No. 2021-014 approving the institution of proceedings to refinance the outstanding 2010 Lease Revenue Bonds and engaging related professional services as needed.

BACKGROUND/DISCUSSION

In 2010, the City of Brea through the Brea Public Finance Authority (Authority), issued the following Bonds to finance a portion of the costs of the installation of photovoltaic energy systems and energy efficient improvements at the Brea Civic & Cultural Center and Brea Community Center:

\$2,835 000 (original principal amount) 2010 Lease Revenue Bonds (Solar Energy and Efficiency Projects) (the “2010 Bonds”), of which \$2,760,000 remain outstanding

These bonds are secured by lease payments from the City’s General Fund which benefits from the facilities constructed with the bond proceeds. It is noted that these bonds were issued as taxable Build America Bonds which made the Authority eligible for a cash subsidy to offset the cost of the interest on these taxable bonds. The effective rate of interest on these bonds is 4.58% based on the 6.83% average coupon on the outstanding bonds, net of the subsidy of approximately 33%.

Based on current market conditions, subject to change, it is projected that the City could realize savings at this time by refunding these bonds with tax-exempt bonds. The projected debt service savings are \$827,072 or an average annual reduction in bond payments of \$55,138 over the next fifteen (15) years. The projected true interest cost is lower at 2.10% as compared to the effective 4.58% average interest rate on the outstanding bonds. The amount of bonds outstanding is projected to be reduced by \$435,000 from \$2.760 million down to \$2.325 million. The term of the 2021 Lease Revenue Refunding Bonds ("2021 Refunding Bonds") would remain the same as the 2010 Bonds with a final maturity on April 1, 2036. The City’s local Debt Policy requires a threshold of at least 3% net present value savings to be met in order to refund bonds. The proposed refunding which includes the costs of issuing the bonds, results in a projected net present value savings of 16.02% of the outstanding bonds to be refunded.

Below is a table summarizing the details of the 2021 Refunding Bonds to be refunded and the anticipated savings:

Refunding Statistics	2021 Lease Revenue Refunding Bonds
Amount of Refunded Bonds	\$2,760,000
Call Date	10/01/2021 @ 100
Rating	"AA"
Refunding Type	Tax-exempt
Final Maturity	04/01/2036
Amount of Refunding Bonds	\$2,325,000
True Interest Cost	2.10%
Avg. Annual Savings	\$55,138
Total Gross Savings	\$827,072
Net PV Savings	\$442,142
% Savings of Refunded Bonds	16.02%

The adoption of the Resolution authorizes staff to undertake the necessary actions for the proposed refunding of the 2010 Bonds; approves professional services related to the refunding; and directs City officials to execute related documents as needed. The City's bond issuance team has been in place for many years and staff recommends these firms to continue providing those services for this refunding issue. The Resolution authorizes the following firms to participate in the transaction and the City Manager to execute agreements as necessary:

- Financial Advisory - Fieldman, Rolapp & Associates
- Bond Counsel - Jones Hall, A Professional Law Corporation
- Disclosure Counsel - Richards, Watson & Gershon
- Underwriter - Stifel, Nicolaus & Company
- Trustee and Escrow Bank - Bank of New York Mellon Trust, N.A.

The next steps will be to prepare required legal and financing documents and secure an underlying credit rating from Standard & Poor's. The final step will be for the City Council to consider a resolution approving the Preliminary Official Statement (bond offering document) and other related bond documents for the 2021 Refunding Bonds. Based on the current schedule, staff anticipates this City Council consideration of the final authorization for issuance of the bonds would be scheduled for a May 2021 City Council meeting.

COMMISSION/COMMITTEE RECOMMENDATION

This item was included on the March 9, 2021 agenda for the Finance Committee and was recommended for approval.

FISCAL IMPACT/SUMMARY

The City has \$2,760,000 in outstanding 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects). Based on current market conditions, subject to change, it is projected that lower interest rates would result in a savings of \$827,072 to the City over the next fifteen (15) years, an average annual savings of \$55,138. The refunding would result in a reduction of the amount bonds outstanding by \$435,000 down to \$2,325,000. The projected Net Present Value of the savings is 16.02% which is in compliance with the City's Local Debt Policy threshold of at least 3%. The projected savings and calculations factor in the costs to issue the 2021 Refunding Bonds.

Staff recommends the issuance of the 2021 Lease Revenue Refunding Bonds to Refinance the Outstanding 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects) through the Brea Public Financing Authority.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Cindy Russell, Administrative Services Director

Attachments

Resolution

Debt Service Savings Analysis 02-24-21

RESOLUTION NO. 2021-014

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BREA APPROVING INSTITUTION OF PROCEEDINGS TO REFINANCE OUTSTANDING 2010 LEASE REVENUE BONDS (SOLAR AND ENERGY EFFICIENCY PROJECTS) OF THE BREA PUBLIC FINANCING AUTHORITY, AND ENGAGING PROFESSIONAL SERVICES RELATING THERETO

WHEREAS, the Brea Public Financing Authority (the “Financing Authority”) has previously issued its 2010 Lease Revenue Bonds (Solar and Energy Efficiency Projects) in the aggregate principal amount of \$2,835,000 (the “2010 Bonds”), under an Indenture of Trust dated as of April 1, 2010, between the Financing Authority and The Bank of New York Mellon Trust Company, N.A., as trustee, which are secured by lease payments made by the City of Brea (the “City”) under a Lease Agreement dated as of April 1, 2010 (the “2010 Lease Agreement”), between the Financing Authority as lessor and the City as lessee; and

WHEREAS, the 2010 Bonds are currently subject to redemption, and the lease payment obligations of the City under the 2010 Lease Agreement are currently subject to prepayment; and

WHEREAS, the Financing Authority is authorized to issue its lease revenue bonds (the “Refunding Bonds”) for the purpose of refinancing the 2010 Bonds and thereby providing debt service savings to the Financing Authority and the City; and

WHEREAS, the City Council has considered a financing plan for such purposes and wishes at this time to authorize and direct City staff to implement such financing plan and to engage the necessary professional services therefor;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brea as follows:

Section 1. Authorization to Proceed with Refunding Plan. The City Council hereby authorizes and directs the City Manager, the Administrative Services Director and other officers and staff of the City to initiate proceedings for the issuance of Refunding Bonds by the Financing Authority under the applicable provisions California law, for the purpose of refinancing the 2010 Bonds. Such officers and staff shall cause the necessary documentation relating to the issuance and sale of the Refunding Bonds to be prepared and presented to the City Council and to the governing board of the Financing Authority for consideration at a future meeting of the City Council and the Financing Authority.

Section 2. Engagement of Professional Services. In connection with the issuance and sale of the Refunding Bonds, the City Council hereby designates the following professional firms to participate the transaction: (a) Fieldman, Rolapp & Associates as financial advisor; (b) Jones Hall, A Professional Law Corporation, as bond counsel; (c) Richards, Watson and Gershon as disclosure counsel; (d) The Bank of New York Mellon Trust, N.A., as trustee and escrow bank; and (e)

Stifel, Nicolaus & Company, Incorporated, as underwriter. The City Manager is hereby authorized and directed to execute agreements for said services with Fieldman, Rolapp & Associates and Jones Hall, A Professional Law Corporation, in the respective forms on file with the City Clerk. The other firms mentioned in this Section 2 are either already under contract to the City for their respective services or will enter into agreements with the City to be approved in connection with the final authorization of the Refunding Bonds.

Section 3. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 16th day of March, 2021, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Steven Vargas, Mayor

ATTEST:

Lillian Harris-Neal, City Clerk

SOURCES AND USES OF FUNDS

City of Brea
Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Dated Date 07/07/2021
 Delivery Date 07/07/2021

Sources:

Bond Proceeds:

Par Amount	2,325,000.00
Premium	413,615.35
	2,738,615.35

Other Sources of Funds:

Prior Reserve Fund	269,892.87
--------------------	------------

3,008,508.22

Uses:

Refunding Escrow Deposits:

Cash Deposit	0.71
SLGS Purchases	2,853,919.00
	2,853,919.71

Delivery Date Expenses:

Cost of Issuance	125,000.00
Underwriter's Discount	29,062.50
	154,062.50

Other Uses of Funds:

Contingency	526.01
-------------	--------

3,008,508.22

Notes:

1. Preliminary and subject to change.
2. The use of the 'AA' rating is consistent with the rating of the outstanding prior bonds.
3. Interest rate assumptions are based on current market conditions and similar credits.
4. City's actual results may differ, and Stifel makes no commitment to underwrite at these levels.
5. Costs of issuance and underwriter's discount are estimates for discussion purposes.
6. Analysis was performed with no changes to the term or the structure of the debt service from the currently outstanding issue.
7. The escrow has been funded with SLGS but in no way is Stifel recommending this or any other investment strategy.
8. Refunding analysis reflects loss of subsidy of 35% of interest expense net of 5.7% sequestration rate.

SUMMARY OF REFUNDING RESULTS

City of Brea Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Dated Date	07/07/2021
Delivery Date	07/07/2021
Arbitrage yield	1.789270%
Escrow yield	0.020197%
Value of Negative Arbitrage	11,703.48
Bond Par Amount	2,325,000.00
True Interest Cost	2.097279%
Net Interest Cost	2.296607%
All-In TIC	2.677222%
Average Coupon	3.999675%
Average Life	9.712
Weighted Average Maturity	9.719
Duration	8.274
Par amount of refunded bonds	2,760,000.00
Average coupon of refunded bonds	6.830549%
Average life of refunded bonds	9.989
Remaining weighted average maturity of refunded bonds	9.989
PV of prior debt to 07/07/2021 @ 1.789270%	4,070,843.71
Net PV Savings	442,142.39
Percentage savings of refunded bonds	16.019652%

Notes:

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BOND SUMMARY STATISTICS

City of Brea Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Dated Date	07/07/2021
Delivery Date	07/07/2021
First Coupon	10/01/2021
Last Maturity	04/01/2036
Arbitrage Yield	1.789270%
True Interest Cost (TIC)	2.097279%
Net Interest Cost (NIC)	2.296607%
All-In TIC	2.677222%
Average Coupon	3.999675%
Average Life (years)	9.712
Weighted Average Maturity (years)	9.719
Duration of Issue (years)	8.274
Par Amount	2,325,000.00
Bond Proceeds	2,738,615.35
Total Interest	903,126.67
Net Interest	518,573.82
Total Debt Service	3,228,126.67
Maximum Annual Debt Service	511,800.00
Average Annual Debt Service	219,103.62

Bond Component	Par Value	Price	Average Coupon	Average Life	Average Maturity Date	Duration	PV of 1 bp change
Serial Bond	2,325,000.00	117.790	4.000%	9.712	03/24/2031	8.289	2,049.15
	2,325,000.00			9.712			2,049.15

	TIC	All-In TIC	Arbitrage Yield
Par Value	2,325,000.00	2,325,000.00	2,325,000.00
+ Accrued Interest			
+ Premium (Discount)	413,615.35	413,615.35	413,615.35
- Underwriter's Discount	-29,062.50	-29,062.50	
- Cost of Issuance Expense		-125,000.00	
- Other Amounts			
Target Value	2,709,552.85	2,584,552.85	2,738,615.35
Target Date	07/07/2021	07/07/2021	07/07/2021
Yield	2.097279%	2.677222%	1.789270%

Notes:

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BOND PRICING

City of Brea Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Bond Component	Maturity Date	Amount	Rate	Yield	Price	Yield to Maturity	Call Date	Call Price	Premium (-Discount)
Serial Bond:									
	04/01/2022	10,000	3.000%	0.620%	101.738				173.80
	04/01/2028	345,000	4.000%	1.460%	116.230				55,993.50
	04/01/2029	380,000	4.000%	1.590%	117.469				66,382.20
	04/01/2030	420,000	4.000%	1.720%	118.413				77,334.60
	04/01/2031	465,000	4.000%	1.820%	119.362				90,033.30
	04/01/2032	115,000	4.000%	1.900%	118.578	C 2.061%	04/01/2031	100.000	21,364.70
	04/01/2033	125,000	4.000%	1.970%	117.897	C 2.255%	04/01/2031	100.000	22,371.25
	04/01/2034	140,000	4.000%	2.000%	117.607	C 2.388%	04/01/2031	100.000	24,649.80
	04/01/2035	155,000	4.000%	2.040%	117.220	C 2.510%	04/01/2031	100.000	26,691.00
	04/01/2036	170,000	4.000%	2.080%	116.836	C 2.615%	04/01/2031	100.000	28,621.20
2,325,000									413,615.35

Dated Date	07/07/2021	
Delivery Date	07/07/2021	
First Coupon	10/01/2021	
Par Amount	2,325,000.00	
Premium	413,615.35	
Production	2,738,615.35	117.789908%
Underwriter's Discount	-29,062.50	-1.250000%
Purchase Price	2,709,552.85	116.539908%
Accrued Interest		
Net Proceeds	2,709,552.85	

Notes:

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SAVINGS

City of Brea Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Date	Prior Debt Service	Prior Adjustments	Prior Net Cash Flow	Refunding Debt Service	Savings	Present Value to 07/07/2021 @ 1.7892701%
04/01/2022	188,108.40	-62,085.18	126,023.22	78,126.67	47,896.55	47,639.95
04/01/2023	188,108.40	-62,085.18	126,023.22	92,600.00	33,423.22	32,551.97
04/01/2024	188,108.40	-62,085.18	126,023.22	92,600.00	33,423.22	31,977.25
04/01/2025	188,108.40	-62,085.18	126,023.22	92,600.00	33,423.22	31,412.68
04/01/2026	188,108.40	-62,085.18	126,023.22	92,600.00	33,423.22	30,858.08
04/01/2027	188,108.40	-62,085.18	126,023.22	92,600.00	33,423.22	30,313.27
04/01/2028	568,108.40	-62,085.18	506,023.22	437,600.00	68,423.22	60,822.09
04/01/2029	582,519.20	-53,639.46	528,879.74	458,800.00	70,079.74	61,178.57
04/01/2030	594,236.40	-44,304.72	549,931.68	483,600.00	66,331.68	56,876.01
04/01/2031	613,260.00	-34,080.96	579,179.04	511,800.00	67,379.04	56,737.61
04/01/2032	233,151.60	-22,493.44	210,658.16	143,200.00	67,458.16	55,783.06
04/01/2033	236,793.00	-18,744.52	218,048.48	148,600.00	69,448.48	56,402.18
04/01/2034	239,401.80	-14,654.82	224,746.98	158,600.00	66,146.98	52,763.10
04/01/2035	245,978.00	-10,224.28	235,753.72	168,000.00	67,753.72	53,077.73
04/01/2036	251,177.40	-5,339.36	245,838.04	176,800.00	69,038.04	53,115.69
	4,693,276.20	-638,077.82	4,055,198.38	3,228,126.67	827,071.71	711,509.25

Savings Summary

Dated Date	07/07/2021
Delivery Date	07/07/2021
PV of savings from cash flow	711,509.25
Less: Prior funds on hand	-269,892.87
Plus: Refunding funds on hand	526.01
Net PV Savings	442,142.39

Notes:

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8. Refunding analysis reflects loss of subsidy of 35% of interest expense net of 5.7% sequestration rate.

BOND DEBT SERVICE

City of Brea
Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Dated Date 07/07/2021
Delivery Date 07/07/2021

Period Ending	Principal	Interest	Debt Service
04/01/2022	10,000	68,126.67	78,126.67
04/01/2023		92,600.00	92,600.00
04/01/2024		92,600.00	92,600.00
04/01/2025		92,600.00	92,600.00
04/01/2026		92,600.00	92,600.00
04/01/2027		92,600.00	92,600.00
04/01/2028	345,000	92,600.00	437,600.00
04/01/2029	380,000	78,800.00	458,800.00
04/01/2030	420,000	63,600.00	483,600.00
04/01/2031	465,000	46,800.00	511,800.00
04/01/2032	115,000	28,200.00	143,200.00
04/01/2033	125,000	23,600.00	148,600.00
04/01/2034	140,000	18,600.00	158,600.00
04/01/2035	155,000	13,000.00	168,000.00
04/01/2036	170,000	6,800.00	176,800.00
	2,325,000	903,126.67	3,228,126.67

Notes:

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BOND DEBT SERVICE

City of Brea
Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

	Dated Date	07/07/2021		
	Delivery Date	07/07/2021		
Period Ending	Principal	Interest	Debt Service	Annual Debt Service
10/01/2021		21,676.67	21,676.67	
04/01/2022	10,000	46,450.00	56,450.00	78,126.67
10/01/2022		46,300.00	46,300.00	
04/01/2023		46,300.00	46,300.00	92,600.00
10/01/2023		46,300.00	46,300.00	
04/01/2024		46,300.00	46,300.00	92,600.00
10/01/2024		46,300.00	46,300.00	
04/01/2025		46,300.00	46,300.00	92,600.00
10/01/2025		46,300.00	46,300.00	
04/01/2026		46,300.00	46,300.00	92,600.00
10/01/2026		46,300.00	46,300.00	
04/01/2027		46,300.00	46,300.00	92,600.00
10/01/2027		46,300.00	46,300.00	
04/01/2028	345,000	46,300.00	391,300.00	437,600.00
10/01/2028		39,400.00	39,400.00	
04/01/2029	380,000	39,400.00	419,400.00	458,800.00
10/01/2029		31,800.00	31,800.00	
04/01/2030	420,000	31,800.00	451,800.00	483,600.00
10/01/2030		23,400.00	23,400.00	
04/01/2031	465,000	23,400.00	488,400.00	511,800.00
10/01/2031		14,100.00	14,100.00	
04/01/2032	115,000	14,100.00	129,100.00	143,200.00
10/01/2032		11,800.00	11,800.00	
04/01/2033	125,000	11,800.00	136,800.00	148,600.00
10/01/2033		9,300.00	9,300.00	
04/01/2034	140,000	9,300.00	149,300.00	158,600.00
10/01/2034		6,500.00	6,500.00	
04/01/2035	155,000	6,500.00	161,500.00	168,000.00
10/01/2035		3,400.00	3,400.00	
04/01/2036	170,000	3,400.00	173,400.00	176,800.00
	2,325,000	903,126.67	3,228,126.67	3,228,126.67

Notes:

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SUMMARY OF BONDS REFUNDED

City of Brea
Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Series 2010 (Solar and Energy Efficiency), 2010SOL:					
TERM30	04/01/2028	6.734%	380,000.00	10/01/2021	100.000
	04/01/2029	6.734%	420,000.00	10/01/2021	100.000
	04/01/2030	6.734%	460,000.00	10/01/2021	100.000
TERM36	04/01/2031	6.884%	510,000.00	10/01/2021	100.000
	04/01/2032	6.884%	165,000.00	10/01/2021	100.000
	04/01/2033	6.884%	180,000.00	10/01/2021	100.000
	04/01/2034	6.884%	195,000.00	10/01/2021	100.000
	04/01/2035	6.884%	215,000.00	10/01/2021	100.000
	04/01/2036	6.884%	235,000.00	10/01/2021	100.000
			2,760,000.00		

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UNDERWRITER'S EXCLUSION DISCLOSURE

City of Brea Lease Revenue Refunding Bonds, Series 2021

Assumes 'AA' Rates as of February 24, 2021 PLUS 25bps
Scenario: Level Savings

Stifel, Nicolaus & Company, Incorporated ("Stifel") has been engaged or appointed to serve as an underwriter or placement agent with respect to a particular issuance of municipal securities to which the attached material relates and Stifel is providing all information and advice contained in the attached material in its capacity as underwriter or placement agent for that particular issuance. As outlined in the SEC's Municipal Advisor Rule, Stifel has not acted, and will not act, as your municipal advisor with respect to the issuance of the municipal securities that is the subject to the engagement.

Stifel is providing information and is declaring to the proposed municipal issuer and any obligated person that it has done so within the regulatory framework of MSRB Rule G-23 as an underwriter (by definition also including the role of placement agent) and not as a financial advisor, as defined therein, with respect to the referenced proposed issuance of municipal securities. The primary role of Stifel, as an underwriter, is to purchase securities for resale to investors in an arm's-length commercial transaction. Serving in the role of underwriter, Stifel has financial and other interests that differ from those of the issuer. The issuer should consult with its own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate.

These materials have been prepared by Stifel for the client or potential client to whom such materials are directly addressed and delivered for discussion purposes only. All terms and conditions are subject to further discussion and negotiation. Stifel does not express any view as to whether financing options presented in these materials are achievable or will be available at the time of any contemplated transaction. These materials do not constitute an offer or solicitation to sell or purchase any securities and are not a commitment by Stifel to provide or arrange any financing for any transaction or to purchase any security in connection therewith and may not be relied upon as an indication that such an offer will be provided in the future. Where indicated, this presentation may contain information derived from sources other than Stifel. While we believe such information to be accurate and complete, Stifel does not guarantee the accuracy of this information. This material is based on information currently available to Stifel or its sources and is subject to change without notice. Stifel does not provide accounting, tax or legal advice; however, you should be aware that any proposed indicative transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and /or counsel as you deem appropriate.

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City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Community Facilities Districts Annual Financial Report for the Fiscal Years Ended June 30, 2019 and June 30, 2020

RECOMMENDATION

Receive and file.

BACKGROUND/DISCUSSION

Government Code Sections 50075.3 (Report on Special Taxes) and 53411 (Report on Bond Proceeds) require the chief financial officer of the issuing local agency to file an annual Community Facilities District (CFDs) financial report with its governing body no later than January 1 of every year. Due to staff turnover within the Accounting and Auditing Division, the annual reports for the fiscal years ended June 30, 2019 and June 30, 2020 are being submitted at this time. The annual report for the fiscal year ended June 30, 2019, was posted on the City website; however, not presented to City Council prior to January 1, 2020. Moving forward, the annual CFD Financial Report will be filed and posted to City's website prior to January 1 of each year.

During Fiscal Year 2019-20, there were seven CFDs in the City of Brea. Annually, special taxes are levied and collected to pay for the annual costs associated with these CFDs. There are three bonded CFDs in which the special taxes are used to make payments related to bonds that were issued for the benefit of the CFD. There are four non-bond (public services) CFDs in which the special taxes are used to pay the annual public safety and maintenance costs associated with the CFDs. The attached reports provide a summary of the financial activity which includes the beginning balance as of July 1 of each fiscal year; amounts collected and expended during the fiscal year; and the ending balance for each fiscal year, for each CFD.

FISCAL IMPACT/SUMMARY

There is no fiscal impact related to the issuing of these reports. As mandated by the California Government Code Sections 50075.3 and 53411, City staff is submitting the Community Facilities Districts Annual Financial Report for Fiscal Years Ended June 30, 2019 and June 30, 2020. The report will insure compliance with Sections 50075.3 and 53411 of the California Government Code.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Cindy Russell, Administrative Services Director

Attachments

2018-19 Annual CFD Financial Report

2019-20 Annual CFD Financial Report

CITY OF BREA
BONDED COMMUNITY FACILITIES DISTRICTS REPORT
FOR FISCAL YEAR ENDED 6/30/2019

District	Balance 7/1/2018	Special Taxes Collected During FY 2018-19	Special Taxes Expended During FY 2018-19	Balance 6/30/2019	Project
CFD 1996-1 (Downtown Brea)	\$418,098	\$268,436	\$265,062	\$421,472	Ongoing
CFD 1997-1 (Olinda Ranch)	\$854,295	\$526,483	\$478,730	\$902,048	Ongoing
CFD 2008-2 (Brea Plaza)	\$1,261,148	\$563,577	\$739,973	\$1,084,752	Ongoing

Notes:

Amounts reported for special taxes collected during FY 2018-19 includes special taxes and interest earnings.

For CFD 1996-1 (Downtown Brea) the amount reported for special taxes expended during FY 2018-19 was for bond payments, administrative costs, and slope maintenance (Brea Gateway Center).

For CFD 1997-1 (Olinda Ranch) and CFD 2008-2 (Brea Plaza) the amount reported for special taxes expended during FY 2018-19 was for bond payments and administrative costs.

CITY OF BREA
NON-BONDED COMMUNITY FACILITIES DISTRICTS REPORT
FOR FISCAL YEAR ENDED 6/30/2019

District	Balance 7/1/2018	Special Taxes Collected During FY 2018-19	Special Taxes Expended During FY 2018-19	Balance 6/30/2019	Project Status
CFD 2008-1 (Blackstone Residential Development)	\$185,524	\$847,408	\$958,126	\$74,806	Ongoing
CFD 2011-1 (La Floresta Residential/Commercial Development)	\$143,803	\$303,584	\$305,315	\$142,072	Ongoing
CFD 2013-1 (Taylor-Morrison Residential Development)	\$92,603	\$53,115	\$32,566	\$113,152	Ongoing
CFD 2013-2 (Central Park Village Residential/Commercial Development)	\$30,608	\$44,764	\$2,872	72,500	Ongoing

Notes:

The amounts reported for special taxes collected during FY 2018-19 includes special taxes and interest earnings.

For CFD 2008-1 (Blackstone Residential Development), the amount reported for special taxes expended during FY 2018-19 was for public safety services and maintenance of facilities.

For CFD 2011-1 (La Floresta Residential/Commercial Development), the amount reported for special taxes expended during FY 2018-19 was for public safety services and maintenance of facilities.

For CFD 2013-1 (Taylor-Morrison Residential Development) the amount reported for special taxes expended during FY 2018-19 was for public safety services.

For CFD 2013-2 (Central Park Village Residential/Commercial Development) the amount reported for special taxes expended during FY 2018-19 was for legal services for potential CFD amendment.

CITY OF BREA
BONDED COMMUNITY FACILITIES DISTRICTS REPORT
SPECIAL TAXES
FOR FISCAL YEAR ENDED 6/30/2020

District	Balance 07/01/19	Special Taxes Collected FY 2019/20	Special Taxes Expended FY 2019/20	Balance 06/30/20	Project Status
CFD 1996-1 (Downtown Brea)	\$421,472	\$261,501	\$271,382	\$411,591	On-going
CFD 1997-1 (Olinda Ranch)	\$902,048	\$3,352,763	\$3,897,980	\$356,831	On-going
CFD 2008-2 (Brea Plaza)	\$1,084,752	\$556,411	\$528,493	\$1,112,670	On-going

Notes:

Amounts reported for special taxes collected includes special taxes and interest earnings.

For CFD 1996-1 (Downtown Brea), the amount reported for special taxes expended during FY 2019/20 was for bond payments, administrative costs, and slope maintenance (Brea Gateway Center).

For CFD 1997-1 (Olinda Ranch) and CFD 2008-2 (Brea Plaza), the amounts reported for special taxes expended during FY 2019/20 was for bond payments and administrative costs.

CITY OF BREA
NON-BONDED (PUBLIC SERVICES)
COMMUNITY FACILITIES DISTRICTS REPORT
SPECIAL TAXES
FOR FISCAL YEAR ENDED 6/30/2020

District	Balance 07/01/19	Special Taxes Collected FY 2019/20	Special Taxes Expended FY 2019/20	Balance 06/30/20	Project Status
CFD 2008-1 (Blackstone Residential Development)	\$74,806	\$820,677	\$812,587	\$82,896	On-going
CFD 2011-1 (La Floresta Residential/ Commercial Development)	\$142,072	\$436,184	\$324,429	\$253,827	On-going
CFD 2013-1 (Taylor-Morrison Residential Development)	\$113,152	\$51,541	\$37,732	\$126,961	On-going
CFD 2013-2 (Central Park Village Residential Development)	\$72,500	\$44,144	\$45,523	\$71,121	On-going

Notes:

The amounts reported for special taxes collected during FY 2019/20 include special taxes and interest earnings.

For CFD 2008-1 (Blackstone Residential Development), the amount reported for special taxes expended during FY 2019/20 was for public safety services and maintenance of facilities.

CFD 2011-1 (La Floresta Residential/Commercial Development), the amount reported for special taxes expended during FY 2019/20 was for public safety services and maintenance of facilities.

For CFD 2013-1 (Taylor-Morrison Residential Development) the amount reported for special taxes expended during FY 2019/20 was for public safety services.

For CFD 2013-2 (Central Park Village Residential Development) the amount reported for special taxes expended during FY 2019/20 was for public safety services.

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Monthly Report of Cash Investments for the City of Brea for Period Ending January 31, 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 January 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. 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 Statements prepared by Chandler Asset Management for invested funds. The book value is the cost plus or minus amortization/accretion. As of January 31, 2021, the total market value of the managed investment portfolio, including accrued interest, was \$90,107,467.94 as compared to \$90,136,185.66 at December 31, 2020. The weighted average investment yield for January 31, 2021 was 1.71%, 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 \$12,174,846.37 at January 31, 2021. This brings the total value of the City's investment portfolio as of January 31, 2021 to \$102,282,314.31 as compared to \$102,304,767.81 at December 31, 2020.

Restricted cash and investments are held in the post-employment benefits trust account administered by PARS (PARS account) and managed by HighMark Capital and the City's various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a monthly statement from US Bank for the PARS account as well as a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of January 31, 2021, the market value of the PARS account, including short-term cash and accrued interest was \$10,114,960.51 compared to \$10,124,075.97 from the prior month. All other restricted cash investments (bond reserve accounts), including short-term cash and accrued interest, was \$1,155,605.84 in comparison to \$1,746,605.27 from the prior month.

All City investments are GASB rated No. 1, where the custodian (The Bank of New York Mellon Trust Company, N.A.) acts as an agent of the City, and is not a counter party to the investment

transaction, and all securities are held in the name of the City of Brea. The custodial account at Bank of New York and account records with Chandler Asset Management have been reconciled to par value for the month. The City of Brea has sufficient cash flow to meet its expected expenditures for the next six months.

FISCAL IMPACT/SUMMARY

During the month of January, the total value of the City's investment portfolio decreased by \$22,453.50. This is due to market rate adjustments. The City's PARS account decreased by \$9,115.46 due to market rate adjustments. The City's bond reserve accounts decreased by \$590,999.43 due to debt service payments for the 2014 Water Revenue Bonds, 2019 Water Revenue Bonds and 2020 Water Revenue Refunding Bonds that were due to the bond holders on January 1, 2021.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Fiscal Analyst

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

City of Brea
Cash and Investment Information
January 31, 2021

		Book Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 7,939,931.72	\$ 7,939,931.72
Local Agency Investment Fund	LAIF	\$ 12,169,953.03	\$ 12,174,846.37
Managed Investment Portfolio - CHANDLER	Chandler	\$ 86,983,317.86	\$ 90,107,467.94
PARS Post-Employment Benefits Trust**	US Bank	\$ 8,646,886.07	\$ 10,114,960.51
<u>Fiscal Agent Cash & Investments**</u>			
2010 Lease Revenue Bonds	Chandler/BNY	\$ 268,477.31	\$ 275,506.35
2014 Downtown Brea Public Improvements CFD Bonds (CFD 1996-1)	Chandler/BNY	\$ 163,008.74	\$ 163,008.74
2014 Water Revenue Bonds	Chandler/BNY	\$ 0.11	\$ 0.11
2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2)	Chandler/BNY	\$ 672,918.52	\$ 698,496.48
2019 Olinda Ranch Public Improvements CFD Bonds (CFD 1997-1)	Chandler/BNY	\$ 18.02	\$ 18.02
2019 Water Revenue Bonds	Chandler/BNY	\$ 3.28	\$ 3.28
2020 Water Revenue Refunding Bonds	Chandler/BNY	\$ 18,572.86	\$ 18,572.86
Sub-total - Fiscal Agent Cash & Investments		\$ 1,122,998.84	\$ 1,155,605.84
Report Grand Total		\$ 116,863,087.52	\$ 121,492,812.38

* Includes accrued interest on invested funds

** Reserve Fund

City of Brea
Cash and Investment Information
January 31, 2021

Fiscal Agent Cash & Investments Detail		Book Value	Market Value
10129	2010 Lease Revenue Bonds - CHANDLER	\$ 256,114.42	\$ 263,143.46
	Short-Term Treasury Funds - BNY	\$ 12,362.89	\$ 12,362.89
	Sub-total	\$ 268,477.31	\$ 275,506.35
	2014 Downtown Brea Public Improvements CFD Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 163,008.74	\$ 163,008.74
	Sub-total	\$ 163,008.74	\$ 163,008.74
	2014 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 0.11	\$ 0.11
	Sub-total	\$ 0.11	\$ 0.11
10600	2017 Brea Plaza Public Improvements CFD Bonds (CFD 2008-2) - CHANDLER	\$ 665,681.16	\$ 691,259.12
	Short-Term Treasury Funds - BNY	\$ 7,237.36	\$ 7,237.36
	Sub-total	\$ 672,918.52	\$ 698,496.48
	2019 Olinda Ranch Public Improvements Bonds (CFD 1997-1) - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 18.02	\$ 18.02
	Sub-total	\$ 18.02	\$ 18.02
	2019 Water Revenue Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 3.28	\$ 3.28
	Sub-total	\$ 3.28	\$ 3.28
	2020 Water Revenue Refunding Bonds - CHANDLER	\$ -	\$ -
	Short-Term Treasury Funds - BNY	\$ 18,572.86	\$ 18,572.86
	Sub-total	\$ 18,572.86	\$ 18,572.86
Report Grand Total		\$ 1,122,998.84	\$ 1,155,605.84

City of Brea
Accounting of Cash Receipts, Disbursements and Balances
For the Month of January 2021

Fund	Fund Name	Cash Balance 12/31/20 ¹	Cash Receipts ²	Cash Disbursements ²	Cash Balance 01/31/21 ¹
110	GENERAL FUND	9,596,420.63	10,981,925.50	(9,092,290.39)	11,486,055.74
120	GENERAL MAINTENANCE PLAN	1,307,188.03	4,302.50	-	1,311,490.53
130	BREA WAR MEMORIAL	12,222.34	350.00	-	12,572.34
140	CBED FUND	4,234,855.74	-	(13,575.34)	4,221,280.40
150	OPEB FUND	134,823.98	75,116.64	(82,360.99)	127,579.63
172	PUBLIC SAFETY AUG-PROP172	282,203.37	64,979.38	(7,495.10)	339,687.65
173	SUPPL LAW ENF SVC - COPS	113,406.19	42,084.56	(8,333.00)	147,157.75
174	PARAMEDIC SERVICES	318,187.88	1,437,384.67	(1,469,902.26)	285,670.29
181	EQUIP REPL FUND-BCC	924,676.51	13,917.00	-	938,593.51
182	FIXED ASSET REPL FUND	6,201,043.35	50,000.00	(220,751.44)	6,030,291.91
220	GAS TAX	1,582,905.07	95,455.53	(233,341.98)	1,445,018.62
221	ROAD MAINTENANCE & REPAIR	1,790,231.46	79,413.08	-	1,869,644.54
230	NARC ENF ASSET SEIZ - FED	(0.01)	-	-	(0.01)
231	NARC ENF ASSET SEIZ-TREAS	63,613.11	16,610.77	(754.61)	79,469.27
240	AIR QUALITY IMPROV FEES	390,358.85	-	-	390,358.85
250	PARK DEVELOPMENT	2,239,989.26	-	-	2,239,989.26
260	MEASURE M TRANSPORT TAX	2,788,096.45	146,305.54	(40,941.03)	2,893,460.96
270	AFFORDABLE HOUSING TRUST	3,196,167.88	-	(3,302.00)	3,192,865.88
280	HOUSING PROGRAMS & SERVIC	5,504,602.18	47,570.88	(16,131.38)	5,536,041.68
290	COMM DEV BLK GRANT (CDBG)	(113,751.40)	71,792.00	(76,195.91)	(118,155.31)
341	LNDSP & LGT MAINT DIST #1	14,545.74	21,011.17	(26,481.57)	9,075.34
342	LIGHTING MAINT DIST #2	39,048.46	2,047.25	(2,292.82)	38,802.89
343	LNDSP & LTG MAINT DIST #3	151,041.67	32,673.26	(36,023.58)	147,691.35
344	LIGHTING MAINT DIST #4	19,830.81	1,089.72	(1,183.25)	19,737.28
345	LNDSP & LTG MAINT DIST #5	109,264.04	38,345.08	(43,397.50)	104,211.62
346	LNDSP & LTG MAINT DIST #6	108,916.08	74,832.72	(83,477.45)	100,271.35
347	LNDSP & LTG MAINT DIST #7	9,946.92	10,454.80	(12,263.21)	8,138.51
360	CFD-BLACKSTONE (2008-1)	2,094,640.64	281,957.02	(335,464.74)	2,041,132.92
361	CFD-LA FLORESTA (2011-1)	321,267.36	170,420.26	(196,423.77)	295,263.85
362	CFD-TAYLOR MORR (2013-1)	132,914.97	17,911.72	(20,947.55)	129,879.14
363	CFD-CENTRAL PARK VILLAGE	99,546.34	48,321.39	(53,411.84)	94,455.89
410	URBAN RUNOFF FUND	712,999.40	38,234.58	(23,089.93)	728,144.05
420	WATER UTILITY	24,965,749.33	2,287,637.79	(1,206,371.49)	26,047,015.63
430	SEWER UTILITY	4,521,548.68	210,671.60	(145,438.11)	4,586,782.17
440	SANITATION & ST SWEEPING	(323,611.28)	341,708.44	(258,196.21)	(240,099.05)
460	IT EXTERNAL SERVICES	316,135.37	84,966.76	(77,556.23)	323,545.90
465	GOLF COURSE	782,973.59	341,975.86	(264,670.46)	860,278.99
470	RISK MANAGEMENT	5,301,993.97	144,213.55	(201,497.71)	5,244,709.81
475	INFORMATION TECHNOLOGY	938,429.49	204,667.60	(192,200.18)	950,896.91
480	EQUIP & VEHICLE MAINT	1,356,151.48	231,472.84	(155,203.19)	1,432,421.13
490	BUILDING OCCUPANCY	1,096,571.15	220,217.18	(171,090.85)	1,145,697.48
510	CAPITAL IMPROVEMENT	4,727,116.25	643,992.16	(726,573.62)	4,644,534.79
540	IMPACT FEES - TRAFFIC	6,958,362.12	-	(28,123.51)	6,930,238.61
541	IMPACT FEES - WATER	1,070,291.20	-	-	1,070,291.20
542	IMPACT FEES - FIRE	937,493.94	-	(245,166.50)	692,327.44
543	IMPACT FEES - DISPATCH	40,272.93	-	-	40,272.93
550	STORM DRAIN CONSTRUCTION	344,170.50	-	-	344,170.50
560	CAPITAL & MITIGATION IMPR	4,300,114.74	-	-	4,300,114.74
630	REDEV SUPPORT AREA AB	(4,336.71)	1,391,742.40	(1,392,790.94)	(5,385.25)
810	PARS POST EMPLOY BENEFIT	-	-	-	-
830	SPEC DEPOSITS-REFUNDABLE	241,620.75	1,253.00	(2,500.00)	240,373.75
840	DEVELOPMENT	1,211,299.30	144,519.90	(58,862.84)	1,296,956.36
845	MIDBURY ASSESSMENT AUTHOR	1,752.52	-	-	1,752.52
865	HILLSIDE OPEN SPACE ED C	571,088.58	-	-	571,088.58
875	COMM FAC DISTRICT 08-2	314,890.31	269,114.53	(273,077.98)	310,926.86

ATTACHMENT A

880	COMM FAC DISTRICT 96-1	35,374.09	33,308.26	(32,037.78)	36,644.57
890	COMM FAC DISTRICT 97-1	260,960.91	154,801.11	(149,967.60)	265,794.42
910	GENERAL FIXED ASSETS	-	-	-	-
911	DISASTER RECOVERY FUND	28,365.30	-	(32,652.15)	(4,286.85)
920	GEN LONG-TERM DEBT - CITY	-	-	-	-
924	GEN LONG-TERM DEBT - BPFA	-	-	-	-
940	GASB34 CONVERSION	-	-	-	-
944	GASB34 BREA PUBLIC FINANC	-	-	-	-
950	ILJAOC - OPERATING	57,048.84	143,007.16	(147,199.02)	52,856.98
951	ILJAOC - REPLACEMENT	216,983.50	11,679.57	(185,724.16)	42,938.91
952	ILJAOC - GRANTS	-	-	-	-
Subtotal of Cash and Investments Held in City Funds		104,650,014.15	20,725,456.73	(18,046,733.17)	107,328,737.71

DEDUCT

930	CASH HELD AS INVESTMENTS	(99,381,704.58)	783.30	(7,884.71)	(99,388,805.99)
			20,726,240.03	(18,054,617.88)	

Cash Balance per General Ledger as of 01/31/21 \$ 7,939,931.72

Reconciliation of Cash Held As Investments in Fund 930		Balance 1/31/2021
Investments Held in LAIF		12,169,953.03
Investments Held (at Par) - Chandler		86,604,033.80
Unallocated Interest Earnings		235,535.10
Investment Premiums / Discounts		379,284.06
Investment Balances held in Fund 930		\$ 99,388,805.99

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

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.

Portfolio Summary

As of January 31, 2021



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	0.44%
Average Purchase YTM	0.44%
Average Market YTM	0.44%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

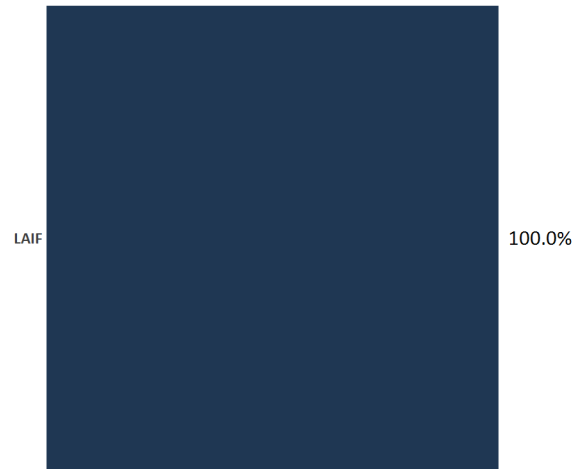
ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	12,150,316	12,169,953
Accrued Interest	18,266	4,893
Total Market Value	12,168,582	12,174,846
Income Earned	5,577	6,264
Cont/WD		0
Par	12,150,316	12,169,953
Book Value	12,150,316	12,169,953
Cost Value	12,150,316	12,169,953

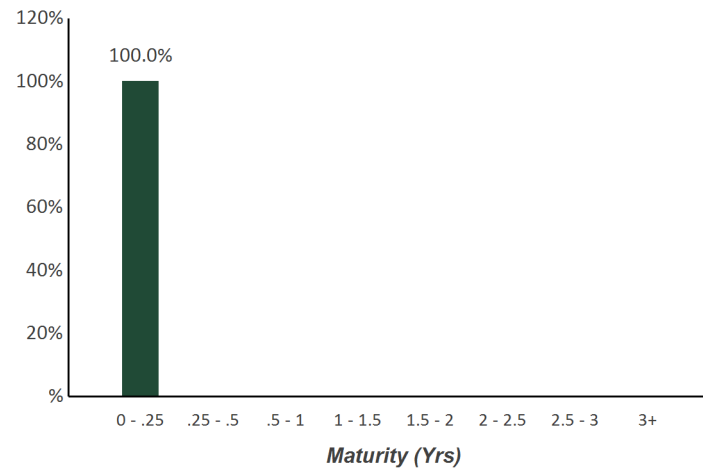
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

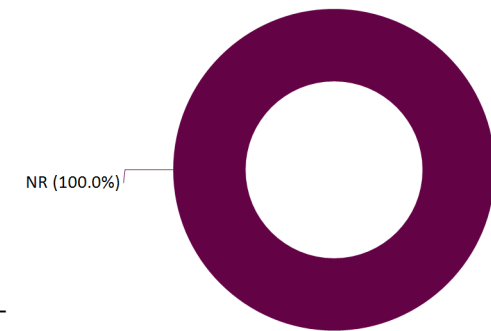
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	2/28/2012
City of Brea Laif	0.05%	0.14%	0.05%	1.14%	1.80%	1.89%	1.46%	N/A	N/A

Holdings Report

As of January 31, 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	12,169,953.03	Various 0.44%	12,169,953.03 12,169,953.03	1.00 0.44%	12,169,953.03 4,893.34	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		12,169,953.03	0.44%	12,169,953.03	0.44%	12,169,953.03 4,893.34	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO				12,169,953.03 12,169,953.03	0.44%	12,169,953.03 4,893.34	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						12,174,846.37			

Transaction Ledger

As of January 31, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/15/2021	90LAIF\$00	19,636.99	Local Agency Investment Fund State Pool	1.000	0.52%	19,636.99	0.00	19,636.99	0.00
Subtotal			19,636.99				19,636.99	0.00	19,636.99	0.00
TOTAL ACQUISITIONS			19,636.99				19,636.99	0.00	19,636.99	0.00
OTHER TRANSACTIONS										
Dividend	01/15/2021	90LAIF\$00	1,142,236,087.54	Local Agency Investment Fund State Pool	0.000		19,636.99	0.00	19,636.99	0.00
Subtotal			1,142,236,087.54				19,636.99	0.00	19,636.99	0.00
TOTAL OTHER TRANSACTIONS			1,142,236,087.54				19,636.99	0.00	19,636.99	0.00

Income Earned

As of January 31, 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 State Pool	Various	12,150,316.04	18,266.11	0.00	6,264.22
		Various	19,636.99	19,636.99	0.00	
		12,169,953.03	0.00	4,893.34	0.00	
		12,169,953.03	6,264.22	6,264.22		
			12,150,316.04	18,266.11	0.00	
			19,636.99	19,636.99	0.00	
			0.00	4,893.34	0.00	
Total Local Agency Investment Fund		12,169,953.03	12,169,953.03	6,264.22	6,264.22	6,264.22
			12,150,316.04	18,266.11	0.00	
			19,636.99	19,636.99	0.00	
			0.00	4,893.34	0.00	
TOTAL PORTFOLIO		12,169,953.03	12,169,953.03	6,264.22	6,264.22	6,264.22

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2021	Dividend	90LAIF\$00	376,973,989.08	Local Agency Investment Fund State Pool	0.00	4,780.77	4,780.77
APR 2021					0.00	4,780.77	4,780.77
TOTAL					0.00	4,780.77	4,780.77



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.

Source ice Data Indices, LLC ("ICE"), used with permission. ICE PERMITS USE OF THE ICE INDICES AND RELATED DATA ON AN "AS IS" BASIS; ICE, ITS AFFILIATES AND THEIR RESPECTIVE THIRD PARTY SUPPLIERS DISCLAIM ANY AND ALL WARRANTIES AND REPRESENTATIONS, EXPRESS AND/OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, INCLUDING THE INDICES, INDEX DATA AND ANY DATA INCLUDED IN, RELATED TO, OR DERIVED THEREFROM. NEITHER ICE DATA, ITS AFFILIATES OR THEIR RESPECTIVE THIRD PARTY PROVIDERS GUARANTEE THE QUALITY, ADEQUACY, ACCURACY, TIMELINESS OR COMPLETENESS OF THE INDICES OR THE INDEX DATA OR ANY COMPONENT THEREOF, AND THE INDICES AND INDEX DATA AND ALL COMPONENTS THEREOF ARE PROVIDED ON AN "AS IS" BASIS AND LICENSEE'S USE IS AT LICENSEE'S OWN RISK. ICE DATA, ITS AFFILIATES AND THEIR RESPECTIVE THIRD PARTY DO NOT SPONSOR, ENDORSE, OR RECOMMEND CHANDLER, OR ANY OF ITS PRODUCTS OR SERVICES.

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

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

Custodian

Bank of New York Mellon
Lauren Dehner
(904) 645-1918

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.57
Average Coupon	1.85%
Average Purchase YTM	1.71%
Average Market YTM	0.28%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.81 yrs
Average Life	2.63 yrs

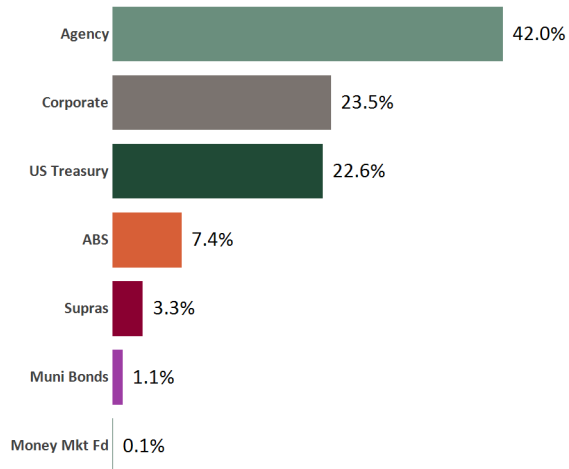
ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	89,750,732	89,709,719
Accrued Interest	385,454	397,749
Total Market Value	90,136,186	90,107,468
Income Earned	127,960	126,345
Cont/WD		0
Par	86,455,083	86,604,034
Book Value	86,839,082	86,983,318
Cost Value	86,883,840	87,054,322

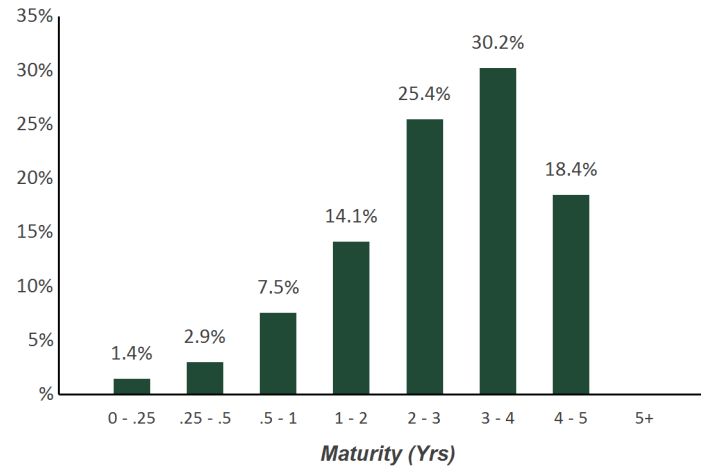
TOP ISSUERS

Government of United States	22.6%
Federal National Mortgage Assoc	19.6%
Federal Home Loan Bank	11.7%
Federal Home Loan Mortgage Corp	10.6%
Inter-American Dev Bank	2.4%
John Deere ABS	2.0%
Honda ABS	1.7%
Toronto Dominion Holdings	1.3%
Total	72.0%

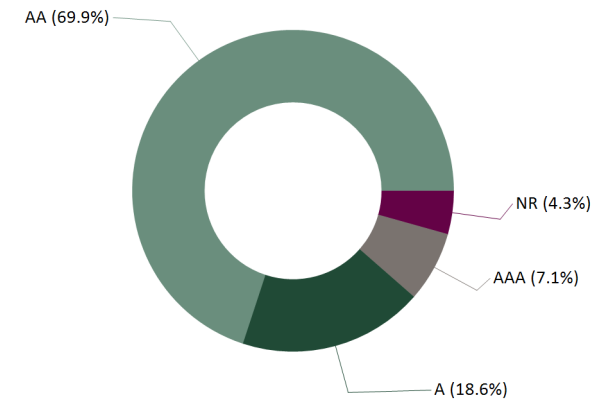
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/1996
City of Brea	-0.03%	0.26%	-0.03%	3.62%	4.24%	3.67%	2.39%	2.03%	3.85%
ICE BAML 1-5 Yr US Treasury/Agency Index*	-0.05%	0.10%	-0.05%	3.28%	4.01%	3.48%	2.10%	1.75%	3.49%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	-0.05%	0.15%	-0.05%	3.42%	4.16%	3.59%	2.25%	1.89%	N/A

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

Statement of Compliance

As of January 31, 2021

ATTACHMENT A



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

Reconciliation Summary

As of January 31, 2021



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$86,839,082.00
<u>Acquisition</u>		
+ Security Purchases	\$2,384,796.30	
+ Money Market Fund Purchases	\$266,919.36	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$2,651,715.66
<u>Dispositions</u>		
- Security Sales	\$1,840,579.72	
- Money Market Fund Sales	\$538,964.64	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$149,003.71	
Total Dispositions		\$2,528,548.07
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$9,117.72)	
		(\$9,117.72)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$30,185.99	
		\$30,185.99
ENDING BOOK VALUE		\$86,983,317.86

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$322,120.11
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$1,840,579.72	
Accrued Interest Received	\$6,693.36	
Interest Received	\$117,914.28	
Dividend Received	\$1.37	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$149,003.71	
Total Acquisitions	\$2,114,192.44	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$2,384,796.30	
Accrued Interest Paid	\$1,441.42	
Total Dispositions	\$2,386,237.72	
ENDING BOOK VALUE		\$50,074.83

Holdings Report

As of January 31, 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									
47788CAC6	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	13,955.04	02/21/2018 2.68%	13,954.03 13,954.75	100.19 0.59%	13,981.72 16.50	0.02% 26.97	Aaa / NR AAA	1.21 0.10
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	197,963.48	08/21/2018 2.98%	197,936.33 197,952.90	101.10 0.30%	200,142.07 162.22	0.22% 2,189.17	Aaa / NR AAA	1.56 0.42
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	286,815.58	07/25/2019 2.31%	289,851.79 288,384.11	100.98 0.24%	289,619.78 377.32	0.32% 1,235.67	Aaa / AAA NR	1.62 0.36
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	234,106.37	07/18/2018 3.10%	234,088.63 234,099.02	101.03 0.24%	236,516.96 320.47	0.26% 2,417.94	Aaa / NR AAA	1.79 0.36
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	533,118.50	06/24/2020 0.83%	547,133.68 543,180.68	101.86 0.24%	543,047.83 689.50	0.60% (132.85)	Aaa / NR AAA	2.46 0.70
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	545,000.00	08/20/2019 1.79%	544,995.48 544,997.60	101.54 0.26%	553,397.91 431.16	0.61% 8,400.31	Aaa / AAA NR	2.54 1.01
58769EAC2	Mercedes-Benz Auto Lease Trust 2020- B A3 0.4% Due 11/15/2023	280,000.00	09/15/2020 0.40%	279,985.80 279,988.00	100.25 0.24%	280,694.40 49.78	0.31% 706.40	NR / AAA AAA	2.79 1.57
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	280,000.00	07/16/2019 2.23%	279,940.56 279,961.23	101.85 0.21%	285,191.20 275.02	0.32% 5,229.97	Aaa / NR AAA	2.87 0.92
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	370,000.00	10/01/2019 1.95%	369,971.47 369,979.76	102.09 0.19%	377,734.48 219.33	0.42% 7,754.72	NR / AAA AAA	3.22 1.18
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	980,000.00	Various 1.70%	984,828.76 983,940.65	102.04 0.32%	1,000,019.44 840.62	1.11% 16,078.79	Aaa / AAA NR	3.45 1.26
43813DAC2	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	280,000.00	05/18/2020 0.83%	279,977.96 279,981.61	100.97 0.21%	282,716.56 102.04	0.31% 2,734.95	Aaa / AAA NR	3.45 1.58
47789KAC7	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	460,000.00	03/04/2020 1.11%	459,971.89 459,977.57	101.30 0.23%	465,957.92 224.89	0.52% 5,980.35	Aaa / NR AAA	3.54 1.48
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	465,000.00	09/22/2020 0.38%	464,931.69 464,939.15	100.28 0.22%	466,318.74 62.13	0.52% 1,379.59	NR / AAA AAA	3.72 1.93
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	215,000.00	07/14/2020 0.52%	214,967.23 214,972.23	100.34 0.32%	215,724.12 48.73	0.24% 751.89	Aaa / NR AAA	3.79 1.76

Holdings Report

As of January 31, 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									
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	370,000.00	10/06/2020 0.36%	369,931.07 369,935.99	99.98 0.36%	369,935.99 57.56	0.41% 0.00	NR / AAA AAA	3.96 1.88
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	650,000.00	08/04/2020 0.48%	649,863.50 649,877.79	100.52 0.21%	653,350.10 93.35	0.73% 3,472.31	Aaa / NR AAA	4.06 2.00
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	470,000.00	10/20/2020 0.39%	469,891.76 469,900.38	100.23 0.28%	471,078.18 79.38	0.52% 1,177.80	NR / AAA AAA	4.29 2.32
Total ABS		6,630,958.97	1.24%	6,652,221.63 6,646,023.42	0.26%	6,705,427.40 4,050.00	7.45% 59,403.98	Aaa / AAA AAA	3.21 1.36
AGENCY									
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	10/04/2016 1.33%	1,273,126.60 1,283,889.00	100.47 0.09%	1,291,024.08 682.66	1.43% 7,135.08	Aaa / AA+ AAA	0.45 0.45
3130AF5B9	FHLB Note 3% Due 10/12/2021	1,350,000.00	11/29/2018 2.91%	1,353,402.00 1,350,822.07	102.03 0.09%	1,377,402.30 12,262.50	1.54% 26,580.23	Aaa / AA+ NR	0.70 0.69
3130A3KM5	FHLB Note 2.5% Due 12/9/2022	775,000.00	08/28/2018 2.83%	764,808.75 770,592.27	104.48 0.09%	809,681.25 2,798.61	0.90% 39,088.98	Aaa / AA+ NR	1.85 1.82
3135G0T94	FNMA Note 2.375% Due 1/19/2023	625,000.00	03/14/2018 2.73%	615,087.50 620,984.60	104.39 0.14%	652,413.13 494.79	0.72% 31,428.53	Aaa / AA+ AAA	1.97 1.93
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	1,660,000.00	05/05/2020 0.39%	1,659,302.80 1,659,475.03	100.50 0.15%	1,668,368.06 1,487.08	1.85% 8,893.03	Aaa / AA+ AAA	2.26 2.25
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	1,645,000.00	05/20/2020 0.35%	1,640,048.55 1,641,201.63	100.22 0.16%	1,648,591.04 788.23	1.83% 7,389.41	Aaa / AA+ AAA	2.30 2.30
3137EAEN5	FHLMC Note 2.75% Due 6/19/2023	1,200,000.00	07/20/2018 2.86%	1,193,976.00 1,197,082.13	106.17 0.15%	1,274,080.80 3,850.00	1.42% 76,998.67	Aaa / AA+ AAA	2.38 2.32
3135G05G4	FNMA Note 0.25% Due 7/10/2023	1,365,000.00	07/08/2020 0.32%	1,362,065.25 1,362,617.36	100.22 0.16%	1,368,018.02 199.06	1.52% 5,400.66	Aaa / AA+ AAA	2.44 2.43
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	1,025,000.00	08/19/2020 0.28%	1,023,954.50 1,024,110.66	100.22 0.16%	1,027,301.13 1,138.89	1.14% 3,190.47	Aaa / AA+ AAA	2.56 2.55
313383YJ4	FHLB Note 3.375% Due 9/8/2023	1,200,000.00	10/29/2018 3.08%	1,215,756.00 1,208,433.41	108.25 0.20%	1,298,983.20 16,087.50	1.46% 90,549.79	Aaa / AA+ NR	2.60 2.49
3135G0U43	FNMA Note 2.875% Due 9/12/2023	1,500,000.00	06/21/2019 1.89%	1,559,805.00 1,536,985.18	107.08 0.16%	1,606,150.50 16,651.04	1.80% 69,165.32	Aaa / AA+ AAA	2.61 2.51

Holdings Report

As of January 31, 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									
3135G06H1	FNMA Note 0.25% Due 11/27/2023	1,610,000.00	11/23/2020 0.29%	1,608,164.60 1,608,278.37	100.19 0.18%	1,613,102.47 737.92	1.79% 4,824.10	Aaa / AA+ AAA	2.82 2.81
3130A0F70	FHLB Note 3.375% Due 12/8/2023	1,075,000.00	Various 2.74%	1,106,057.50 1,093,050.71	109.07 0.18%	1,172,543.35 5,341.41	1.31% 79,492.64	Aaa / AA+ AAA	2.85 2.74
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	1,500,000.00	04/29/2019 2.37%	1,500,105.00 1,500,066.94	106.67 0.22%	1,599,985.50 14,151.04	1.79% 99,918.56	Aaa / AA+ NR	3.10 2.98
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	1,500,000.00	06/18/2019 1.96%	1,564,890.20 1,543,770.62	108.87 0.23%	1,633,024.51 5,630.21	1.82% 89,253.89	Aaa / AA+ NR	3.37 3.23
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	1,200,000.00	09/13/2019 1.79%	1,262,028.00 1,244,888.68	109.37 0.27%	1,312,383.60 13,225.00	1.47% 67,494.92	Aaa / AA+ AAA	3.62 3.43
3135G0W66	FNMA Note 1.625% Due 10/15/2024	1,755,000.00	Various 1.49%	1,765,434.95 1,763,372.31	104.92 0.29%	1,841,396.90 8,397.18	2.05% 78,024.59	Aaa / AA+ AAA	3.71 3.59
3135G0X24	FNMA Note 1.625% Due 1/7/2025	1,875,000.00	Various 1.47%	1,888,349.75 1,885,827.16	105.00 0.34%	1,968,733.13 2,031.25	2.19% 82,905.97	Aaa / AA+ AAA	3.94 3.82
3137EAEP0	FHLMC Note 1.5% Due 2/12/2025	1,920,000.00	02/13/2020 1.52%	1,918,521.60 1,918,807.56	104.59 0.35%	2,008,195.20 13,520.00	2.24% 89,387.64	Aaa / AA+ AAA	4.04 3.90
3135G03U5	FNMA Note 0.625% Due 4/22/2025	1,510,000.00	04/22/2020 0.67%	1,506,889.40 1,507,372.02	100.97 0.39%	1,524,698.34 2,595.31	1.69% 17,326.32	Aaa / AA+ AAA	4.22 4.16
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	1,800,000.00	Various 0.46%	1,802,513.00 1,802,740.96	100.33 0.42%	1,805,905.80 1,100.00	2.01% 3,164.84	Aaa / AA+ AAA	4.38 4.32
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	1,800,000.00	Various 0.45%	1,793,673.60 1,794,213.10	99.76 0.43%	1,795,647.60 187.50	1.99% 1,434.50	Aaa / AA+ AAA	4.47 4.43
3135G05X7	FNMA Note 0.375% Due 8/25/2025	1,800,000.00	Various 0.45%	1,793,460.00 1,793,585.79	99.70 0.44%	1,794,672.00 2,887.50	1.99% 1,086.21	Aaa / AA+ AAA	4.57 4.51
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	1,805,000.00	Various 0.44%	1,799,651.55 1,799,939.55	99.57 0.47%	1,797,160.89 2,369.06	2.00% (2,778.66)	Aaa / AA+ AAA	4.65 4.59
3135G06G3	FNMA Note 0.5% Due 11/7/2025	1,825,000.00	Various 0.57%	1,819,098.50 1,819,358.22	100.17 0.46%	1,828,173.68 2,002.43	2.03% 8,815.46	Aaa / AA+ AAA	4.77 4.70
Total Agency		36,605,000.00	1.29%	36,790,170.60 36,731,465.33	0.27%	37,717,636.48 130,616.17	42.00% 986,171.15	Aaa / AA+ AAA	3.23 3.16

Holdings Report

As of January 31, 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									
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	875,000.00	Various 1.97%	884,992.10 875,000.00	100.03 0.57%	875,280.00 8,101.04	0.98% 280.00	Aa1 / AA NR	0.08 0.00
24422ESL4	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	05/24/2017 2.12%	322,663.95 315,172.91	100.23 0.26%	315,732.38 3,601.50	0.35% 559.47	A2 / A A	0.09 0.09
369550BE7	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	05/08/2018 3.24%	407,150.50 409,742.61	100.74 0.32%	413,052.04 2,733.33	0.46% 3,309.43	A2 / A NR	0.27 0.28
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	940,000.00	Various 2.32%	932,971.20 939,013.86	100.52 0.21%	944,888.00 3,666.00	1.05% 5,874.14	A1 / A AA-	0.30 0.30
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	590,000.00	Various 1.57%	589,298.90 589,927.82	100.61 0.16%	593,579.53 4,394.68	0.66% 3,651.71	Aaa / AAA AA+	0.52 0.44
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	804,000.00	11/29/2016 2.40%	785,998.44 801,672.57	100.90 0.23%	811,231.98 5,770.93	0.91% 9,559.41	A3 / A A-	0.62 0.54
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	750,000.00	Various 3.16%	736,272.75 746,290.30	102.12 0.34%	765,933.00 1,083.33	0.85% 19,642.70	A1 / A+ A+	0.95 0.94
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	890,000.00	07/25/2017 2.45%	889,919.90 889,976.22	103.00 0.32%	916,658.17 181.71	1.02% 26,681.95	A2 / A A+	1.49 1.39
44932HAC7	IBM Credit Corp Note 2.2% Due 9/8/2022	950,000.00	Various 2.65%	932,933.50 943,496.17	103.35 0.11%	981,821.20 8,301.94	1.10% 38,325.03	A2 / A NR	1.60 1.57
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	925,000.00	Various 3.11%	919,202.75 922,689.06	102.53 0.32%	948,378.45 1,221.83	1.05% 25,689.39	A2 / A- AA-	1.96 0.95
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	750,000.00	05/20/2019 2.73%	748,027.50 748,938.90	104.43 0.31%	783,256.50 331.25	0.87% 34,317.60	A2 / A A	1.98 1.87
24422ETG4	John Deere Capital Corp Note 2.8% Due 3/6/2023	650,000.00	Various 3.23%	637,699.50 644,580.65	105.24 0.29%	684,075.60 7,330.56	0.77% 39,494.95	A2 / A A	2.09 2.03
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 4/28/2023	800,000.00	05/16/2019 2.78%	821,248.00 812,048.90	106.96 0.38%	855,686.40 7,233.33	0.96% 43,637.50	A1 / A AA-	2.24 2.16
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	900,000.00	Various 3.18%	871,569.25 885,352.53	104.73 0.29%	942,600.60 5,280.00	1.05% 57,248.07	Aa1 / AA+ NR	2.25 2.20

Holdings Report

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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									
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	904,000.00	04/26/2019 2.68%	928,769.60 918,058.87	107.29 0.25%	969,907.93 2,988.22	1.08% 51,849.06	Aa2 / AA AA	2.40 2.25
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	225,000.00	07/11/2018 3.49%	224,610.75 224,809.43	107.24 0.48%	241,282.35 366.56	0.27% 16,472.92	A3 / A- NR	2.45 2.37
69371RP59	Paccar Financial Corp Note 3.4% Due 8/9/2023	760,000.00	Various 3.28%	763,588.40 762,159.90	107.58 0.38%	817,599.64 12,345.78	0.92% 55,439.74	A1 / A+ NR	2.52 2.40
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 8/11/2023	250,000.00	05/16/2019 2.79%	256,575.00 253,922.00	107.82 0.34%	269,556.50 4,072.92	0.30% 15,634.50	A1 / A AA-	2.53 2.41
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	750,000.00	Various 3.38%	757,259.00 754,476.05	108.46 0.46%	813,432.00 8,382.82	0.91% 58,955.95	A3 / A- NR	2.69 2.56
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	1,100,000.00	Various 2.75%	1,114,320.00 1,110,098.01	106.35 0.50%	1,169,892.90 15,836.94	1.32% 59,794.89	A2 / A- A+	3.09 2.01
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	1,100,000.00	Various 2.79%	1,121,362.00 1,114,490.35	108.50 0.49%	1,193,464.80 13,902.78	1.34% 78,974.45	Aa3 / A AA-	3.11 2.95
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	1,100,000.00	Various 2.14%	1,156,826.00 1,140,395.57	107.59 0.61%	1,183,526.30 8,810.69	1.32% 43,130.73	A2 / A- A+	3.30 2.20
69371RQ25	Paccar Financial Corp Note 2.15% Due 8/15/2024	195,000.00	08/08/2019 2.20%	194,569.05 194,695.48	105.83 0.49%	206,374.35 1,933.21	0.23% 11,678.87	A1 / A+ NR	3.54 3.39
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	1,100,000.00	Various 2.21%	1,102,086.00 1,101,654.78	106.26 0.56%	1,168,895.20 6,187.50	1.30% 67,240.42	A2 / A AA	3.75 3.59
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/8/2024	1,100,000.00	01/28/2020 1.91%	1,111,770.00 1,109,286.42	105.84 0.58%	1,164,189.40 5,452.64	1.30% 54,902.98	A3 / A A	3.77 3.62
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	955,000.00	01/16/2020 2.10%	952,965.85 953,385.60	105.17 0.70%	1,004,397.38 543.82	1.12% 51,011.78	A1 / AA- AA-	3.98 3.75
Total Corporate		20,088,000.00	2.60%	20,164,649.89 20,161,334.96	0.40%	21,034,692.60 140,055.31	23.50% 873,357.64	A1 / A+ A+	2.21 1.96

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
316175884	Fidelity Institutional Money Market Fund 696	50,074.83	Various 0.01%	50,074.83 50,074.83	1.00 0.01%	50,074.83 0.00	0.06% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		50,074.83	0.01%	50,074.83 50,074.83	0.01%	50,074.83 0.00	0.06% 0.00	Aaa / AAA NR	0.00 0.00
MUNICIPAL BONDS									
13063DRK6	California State Taxable GO 2.4% Due 10/1/2024	900,000.00	10/16/2019 1.91%	920,673.00 915,332.86	107.21 0.42%	964,863.00 7,200.00	1.08% 49,530.14	Aa2 / AA- AA	3.67 3.50
Total Municipal Bonds		900,000.00	1.91%	920,673.00 915,332.86	0.42%	964,863.00 7,200.00	1.08% 49,530.14	Aa2 / AA- AA	3.67 3.50
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 1,274,698.55	101.85 0.21%	1,298,530.13 978.39	1.44% 23,831.58	Aaa / NR AAA	0.96 0.96
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	800,000.00	Various 2.40%	777,732.00 792,127.09	102.55 0.17%	820,431.20 5,327.78	0.92% 28,304.11	Aaa / AAA AAA	1.62 1.59
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	830,000.00	10/21/2020 0.52%	829,062.10 829,111.41	99.89 0.52%	829,051.31 1,072.08	0.92% (60.10)	Aaa / AAA AAA	4.74 4.67
Total Supranational		2,905,000.00	1.75%	2,880,225.85 2,895,937.05	0.29%	2,948,012.64 7,378.25	3.28% 52,075.59	Aaa / AAA AAA	2.21 2.18
US TREASURY									
912828T34	US Treasury Note 1.125% Due 9/30/2021	850,000.00	11/09/2016 1.48%	835,625.89 848,059.29	100.68 0.10%	855,777.45 3,257.55	0.95% 7,718.16	Aaa / AA+ AAA	0.66 0.66
912828F96	US Treasury Note 2% Due 10/31/2021	1,025,000.00	01/27/2017 1.94%	1,027,686.05 1,025,421.10	101.40 0.12%	1,039,333.60 5,266.57	1.16% 13,912.50	Aaa / AA+ AAA	0.75 0.74
912828J43	US Treasury Note 1.75% Due 2/28/2022	1,360,000.00	03/13/2017 2.14%	1,335,407.68 1,354,676.87	101.76 0.12%	1,383,906.08 10,124.86	1.55% 29,229.21	Aaa / AA+ AAA	1.08 1.06

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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									
912828XG0	US Treasury Note 2.125% Due 6/30/2022	1,100,000.00	08/15/2017 1.82%	1,115,601.34 1,104,510.17	102.83 0.12%	1,131,152.00 2,066.30	1.26% 26,641.83	Aaa / AA+ AAA	1.41 1.40
912828L24	US Treasury Note 1.875% Due 8/31/2022	1,000,000.00	09/26/2017 1.87%	1,000,433.04 1,000,138.65	102.77 0.12%	1,027,656.00 7,976.52	1.15% 27,517.35	Aaa / AA+ AAA	1.58 1.55
912828L57	US Treasury Note 1.75% Due 9/30/2022	1,240,000.00	10/17/2017 1.99%	1,226,243.75 1,235,389.22	102.71 0.12%	1,273,566.80 7,392.31	1.42% 38,177.58	Aaa / AA+ AAA	1.66 1.64
912828N30	US Treasury Note 2.125% Due 12/31/2022	1,150,000.00	01/25/2018 2.46%	1,132,121.09 1,143,066.96	103.81 0.13%	1,193,798.90 2,160.22	1.33% 50,731.94	Aaa / AA+ AAA	1.92 1.88
912828T91	US Treasury Note 1.625% Due 10/31/2023	1,500,000.00	05/29/2019 2.05%	1,472,988.28 1,483,241.03	104.01 0.16%	1,560,175.50 6,262.09	1.74% 76,934.47	Aaa / AA+ AAA	2.75 2.69
912828V23	US Treasury Note 2.25% Due 12/31/2023	1,250,000.00	06/21/2019 1.80%	1,274,560.55 1,265,813.36	106.01 0.18%	1,325,097.50 2,486.19	1.47% 59,284.14	Aaa / AA+ AAA	2.92 2.83
912828B66	US Treasury Note 2.75% Due 2/15/2024	1,500,000.00	04/29/2019 2.31%	1,529,648.44 1,518,767.19	107.77 0.19%	1,616,484.00 19,055.71	1.82% 97,716.81	Aaa / AA+ AAA	3.04 2.91
912828X70	US Treasury Note 2% Due 4/30/2024	1,000,000.00	06/10/2019 1.92%	1,003,515.63 1,002,331.94	105.76 0.22%	1,057,617.00 5,138.12	1.18% 55,285.06	Aaa / AA+ AAA	3.25 3.14
912828XX3	US Treasury Note 2% Due 6/30/2024	1,450,000.00	12/12/2019 1.74%	1,466,595.70 1,462,439.28	105.99 0.24%	1,536,830.35 2,563.54	1.71% 74,391.07	Aaa / AA+ AAA	3.41 3.31
912828D56	US Treasury Note 2.375% Due 8/15/2024	1,500,000.00	03/05/2020 0.68%	1,611,093.75 1,588,368.47	107.52 0.24%	1,612,734.00 16,457.20	1.81% 24,365.53	Aaa / AA+ AAA	3.54 3.38
9128283D0	US Treasury Note 2.25% Due 10/31/2024	1,500,000.00	11/07/2019 1.77%	1,533,925.78 1,525,514.28	107.34 0.28%	1,610,038.50 8,670.58	1.80% 84,524.22	Aaa / AA+ AAA	3.75 3.60
912828ZC7	US Treasury Note 1.125% Due 2/28/2025	2,000,000.00	03/18/2020 0.81%	2,030,859.38 2,025,411.60	103.24 0.32%	2,064,844.00 9,571.82	2.30% 39,432.40	Aaa / AA+ AAA	4.08 3.97
Total US Treasury		19,425,000.00	1.74%	19,596,306.35 19,583,149.41	0.19%	20,289,011.68 108,449.58	22.64% 705,862.27	Aaa / AA+ AAA	2.58 2.50
				87,054,322.15		89,709,718.63	100.00%	Aa1 / AA	2.81
TOTAL PORTFOLIO		86,604,033.80	1.71%	86,983,317.86	0.28%	397,749.31	2,726,400.77	AAA	2.57
TOTAL MARKET VALUE PLUS ACCRUED						90,107,467.94			

Transaction Ledger

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/05/2021	316175884	1.37	Fidelity Institutional Money Market Fund 696	1.000	0.01%	1.37	0.00	1.37	0.00
Purchase	01/07/2021	316175884	15,234.38	Fidelity Institutional Money Market Fund 696	1.000	0.01%	15,234.38	0.00	15,234.38	0.00
Purchase	01/10/2021	316175884	1,706.25	Fidelity Institutional Money Market Fund 696	1.000	0.01%	1,706.25	0.00	1,706.25	0.00
Purchase	01/11/2021	316175884	9,750.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	9,750.00	0.00	9,750.00	0.00
Purchase	01/12/2021	3135G05X7	550,000.00	FNMA Note 0.375% Due 8/25/2025	99.395	0.51%	546,672.50	773.44	547,445.94	0.00
Purchase	01/12/2021	3135G06G3	200,000.00	FNMA Note 0.5% Due 11/7/2025	99.958	0.51%	199,916.00	166.67	200,082.67	0.00
Purchase	01/14/2021	316175884	11,109.38	Fidelity Institutional Money Market Fund 696	1.000	0.01%	11,109.38	0.00	11,109.38	0.00
Purchase	01/15/2021	316175884	13,745.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	13,745.50	0.00	13,745.50	0.00
Purchase	01/15/2021	316175884	107.92	Fidelity Institutional Money Market Fund 696	1.000	0.01%	107.92	0.00	107.92	0.00
Purchase	01/15/2021	316175884	1,576.17	Fidelity Institutional Money Market Fund 696	1.000	0.01%	1,576.17	0.00	1,576.17	0.00
Purchase	01/15/2021	316175884	93.33	Fidelity Institutional Money Market Fund 696	1.000	0.01%	93.33	0.00	93.33	0.00
Purchase	01/15/2021	316175884	421.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	421.67	0.00	421.67	0.00
Purchase	01/15/2021	316175884	191.33	Fidelity Institutional Money Market Fund 696	1.000	0.01%	191.33	0.00	191.33	0.00
Purchase	01/15/2021	316175884	808.42	Fidelity Institutional Money Market Fund 696	1.000	0.01%	808.42	0.00	808.42	0.00
Purchase	01/15/2021	316175884	148.83	Fidelity Institutional Money Market Fund 696	1.000	0.01%	148.83	0.00	148.83	0.00
Purchase	01/15/2021	316175884	515.67	Fidelity Institutional Money Market Fund 696	1.000	0.01%	515.67	0.00	515.67	0.00

Transaction Ledger

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/15/2021	316175884	91.38	Fidelity Institutional Money Market Fund 696	1.000	0.01%	91.38	0.00	91.38	0.00
Purchase	01/15/2021	316175884	8,985.92	Fidelity Institutional Money Market Fund 696	1.000	0.01%	8,985.92	0.00	8,985.92	0.00
Purchase	01/15/2021	316175884	33,073.34	Fidelity Institutional Money Market Fund 696	1.000	0.01%	33,073.34	0.00	33,073.34	0.00
Purchase	01/15/2021	316175884	44,077.90	Fidelity Institutional Money Market Fund 696	1.000	0.01%	44,077.90	0.00	44,077.90	0.00
Purchase	01/15/2021	316175884	40,373.86	Fidelity Institutional Money Market Fund 696	1.000	0.01%	40,373.86	0.00	40,373.86	0.00
Purchase	01/18/2021	316175884	13,546.88	Fidelity Institutional Money Market Fund 696	1.000	0.01%	13,546.88	0.00	13,546.88	0.00
Purchase	01/19/2021	316175884	11,875.00	Fidelity Institutional Money Market Fund 696	1.000	0.01%	11,875.00	0.00	11,875.00	0.00
Purchase	01/19/2021	316175884	143.37	Fidelity Institutional Money Market Fund 696	1.000	0.01%	143.37	0.00	143.37	0.00
Purchase	01/20/2021	316175884	254.58	Fidelity Institutional Money Market Fund 696	1.000	0.01%	254.58	0.00	254.58	0.00
Purchase	01/20/2021	316175884	598.17	Fidelity Institutional Money Market Fund 696	1.000	0.01%	598.17	0.00	598.17	0.00
Purchase	01/21/2021	316175884	11,670.73	Fidelity Institutional Money Market Fund 696	1.000	0.01%	11,670.73	0.00	11,670.73	0.00
Purchase	01/21/2021	316175884	25,978.01	Fidelity Institutional Money Market Fund 696	1.000	0.01%	25,978.01	0.00	25,978.01	0.00
Purchase	01/25/2021	316175884	9,937.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	9,937.50	0.00	9,937.50	0.00
Purchase	01/26/2021	3135G04Z3	850,000.00	FNMA Note 0.5% Due 6/17/2025	100.527	0.38%	854,479.50	460.42	854,939.92	0.00
Purchase	01/26/2021	3137EAEU9	785,000.00	FHLMC Note 0.375% Due 7/21/2025	99.838	0.41%	783,728.30	40.89	783,769.19	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/28/2021	316175884	10,902.50	Fidelity Institutional Money Market Fund 696	1.000	0.01%	10,902.50	0.00	10,902.50	0.00
Subtotal			2,651,919.36				2,651,715.66	1,441.42	2,653,157.08	0.00
TOTAL ACQUISITIONS			2,651,919.36				2,651,715.66	1,441.42	2,653,157.08	0.00
DISPOSITIONS										
Sale	01/12/2021	316175884	292,759.91	Fidelity Institutional Money Market Fund 696	1.000	0.01%	292,759.91	0.00	292,759.91	0.00
Sale	01/12/2021	912828T34	450,000.00	US Treasury Note 1.125% Due 9/30/2021	100.738	1.48%	453,322.27	1,446.43	454,768.70	4,434.97
Sale	01/26/2021	3135G0T94	375,000.00	FNMA Note 2.375% Due 1/19/2023	104.449	2.73%	391,683.75	173.18	391,856.93	19,113.15
Sale	01/26/2021	3137EAEC9	990,000.00	FHLMC Note 1.125% Due 8/12/2021	100.563	1.33%	995,573.70	5,073.75	1,000,647.45	6,637.87
Sale	01/26/2021	316175884	246,204.73	Fidelity Institutional Money Market Fund 696	1.000	0.01%	246,204.73	0.00	246,204.73	0.00
Subtotal			2,353,964.64				2,379,544.36	6,693.36	2,386,237.72	30,185.99
Paydown	01/15/2021	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	01/15/2021	43815NAC8	0.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		0.00	808.42	808.42	0.00
Paydown	01/15/2021	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	01/15/2021	477870AC3	0.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	100.000		0.00	515.67	515.67	0.00
Paydown	01/15/2021	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

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	01/15/2021	47788CAC6	8,935.18	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	100.000		8,935.18	50.74	8,985.92	0.00
Paydown	01/15/2021	47788EAC2	32,389.33	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	100.000		32,389.33	684.01	33,073.34	0.00
Paydown	01/15/2021	47789JAD8	42,681.58	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		42,681.58	1,396.32	44,077.90	0.00
Paydown	01/15/2021	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	01/15/2021	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	01/15/2021	65479JAD5	0.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		0.00	1,576.17	1,576.17	0.00
Paydown	01/15/2021	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	01/15/2021	89238TAD5	39,568.78	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	100.000		39,568.78	805.08	40,373.86	0.00
Paydown	01/19/2021	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	01/20/2021	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	01/20/2021	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
Paydown	01/21/2021	43815HAC1	25,428.84	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	100.000		25,428.84	549.17	25,978.01	0.00
Subtotal			149,003.71				149,003.71	8,436.16	157,439.87	0.00
TOTAL DISPOSITIONS			2,502,968.35				2,528,548.07	15,129.52	2,543,677.59	30,185.99

Transaction Ledger

As of January 31, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	01/07/2021	3135G0X24	1,875,000.00	FNMA Note 1.625% Due 1/7/2025	0.000		15,234.38	0.00	15,234.38	0.00
Interest	01/10/2021	3135G05G4	1,365,000.00	FNMA Note 0.25% Due 7/10/2023	0.000		1,706.25	0.00	1,706.25	0.00
Interest	01/11/2021	89236TDP7	750,000.00	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	0.000		9,750.00	0.00	9,750.00	0.00
Interest	01/14/2021	02665WCJ8	225,000.00	American Honda Finance Note 3.45% Due 7/14/2023	0.000		3,881.25	0.00	3,881.25	0.00
Interest	01/14/2021	3130A8QS5	1,285,000.00	FHLB Note 1.125% Due 7/14/2021	0.000		7,228.13	0.00	7,228.13	0.00
Interest	01/15/2021	48128BAB7	925,000.00	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	0.000		13,745.50	0.00	13,745.50	0.00
Interest	01/18/2021	4581X0CW6	1,275,000.00	Inter-American Dev Bank Note 2.125% Due 1/18/2022	0.000		13,546.88	0.00	13,546.88	0.00
Interest	01/19/2021	3135G0T94	1,000,000.00	FNMA Note 2.375% Due 1/19/2023	0.000		11,875.00	0.00	11,875.00	0.00
Interest	01/21/2021	3137EAEU9	1,015,000.00	FHLMC Note 0.375% Due 7/21/2025	0.000		1,881.98	0.00	1,881.98	0.00
Interest	01/21/2021	90331HPL1	955,000.00	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	0.000		9,788.75	0.00	9,788.75	0.00
Interest	01/25/2021	808513AT2	750,000.00	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	0.000		9,937.50	0.00	9,937.50	0.00
Interest	01/28/2021	69353RFE3	890,000.00	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	0.000		10,902.50	0.00	10,902.50	0.00
Subtotal			12,310,000.00				109,478.12	0.00	109,478.12	0.00

Transaction Ledger

As of January 31, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Dividend	01/05/2021	316175884	322,120.11	Fidelity Institutional Money Market Fund 696	0.000		1.37	0.00	1.37	0.00
Subtotal			322,120.11				1.37	0.00	1.37	0.00
TOTAL OTHER TRANSACTIONS			12,632,120.11				109,479.49	0.00	109,479.49	0.00

Income Earned

As of January 31, 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						
02665WCJ8	American Honda Finance Note 3.45% Due 07/14/2023	07/11/2018 07/16/2018 225,000.00	224,802.81 0.00 0.00 224,809.43	3,600.94 3,881.25 366.56 646.87	6.62 0.00 6.62 653.49	653.49
02665WCQ2	American Honda Finance Note 3.625% Due 10/10/2023	Various Various 750,000.00	754,617.50 0.00 0.00 754,476.05	6,117.19 0.00 8,382.82 2,265.63	7.65 149.10 (141.45) 2,124.18	2,124.18
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	Various Various 900,000.00	884,799.45 0.00 0.00 885,352.53	3,480.00 0.00 5,280.00 1,800.00	553.08 0.00 553.08 2,353.08	2,353.08
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 03/05/2024	Various Various 1,100,000.00	1,110,375.52 0.00 0.00 1,110,098.01	12,582.78 0.00 15,836.94 3,254.16	0.00 277.51 (277.51) 2,976.65	2,976.65
06406RAG2	Bank of NY Mellon Corp Note 3.5% Due 04/28/2023	05/16/2019 05/20/2019 800,000.00	812,506.64 0.00 0.00 812,048.90	4,900.00 0.00 7,233.33 2,333.33	0.00 457.74 (457.74) 1,875.59	1,875.59
06406RAJ6	Bank of NY Mellon Corp Note 3.45% Due 08/11/2023	05/16/2019 05/20/2019 250,000.00	254,054.02 0.00 0.00 253,922.00	3,354.17 0.00 4,072.92 718.75	0.00 132.02 (132.02) 586.73	586.73
13063DRK6	California State Taxable GO 2.4% Due 10/01/2024	10/16/2019 10/24/2019 900,000.00	915,688.10 0.00 0.00 915,332.86	5,400.00 0.00 7,200.00 1,800.00	0.00 355.24 (355.24) 1,444.76	1,444.76
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/08/2024	01/28/2020 01/30/2020 1,100,000.00	1,109,495.64 0.00 0.00 1,109,286.42	3,481.81 0.00 5,452.64 1,970.83	0.00 209.22 (209.22) 1,761.61	1,761.61
24422ESL4	John Deere Capital Corp Note 2.8% Due 03/04/2021	05/24/2017 05/30/2017 315,000.00	315,345.83 0.00 0.00 315,172.91	2,866.50 0.00 3,601.50 735.00	0.00 172.92 (172.92) 562.08	562.08

Income Earned

As of January 31, 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
24422ETG4	John Deere Capital Corp Note 2.8% Due 03/06/2023	Various Various 650,000.00	644,360.46 0.00 0.00 644,580.65	5,813.89 0.00 7,330.56 1,516.67	224.90 4.71 220.19 1,736.86	1,736.86
30231GAV4	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 03/01/2021	Various Various 875,000.00	875,180.19 0.00 0.00 875,000.00	6,480.83 0.00 8,101.04 1,620.21	0.00 180.19 (180.19) 1,440.02	1,440.02
3130A0F70	FHLB Note 3.375% Due 12/08/2023	Various Various 1,075,000.00	1,093,588.75 0.00 0.00 1,093,050.71	2,317.97 0.00 5,341.41 3,023.44	0.00 538.04 (538.04) 2,485.40	2,485.40
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	06/18/2019 06/19/2019 1,500,000.00	1,544,874.67 0.00 0.00 1,543,770.62	2,036.46 0.00 5,630.21 3,593.75	0.00 1,104.05 (1,104.05) 2,489.70	2,489.70
3130A2UW4	FHLB Note 2.875% Due 09/13/2024	09/13/2019 09/16/2019 1,200,000.00	1,245,942.89 0.00 0.00 1,244,888.68	10,350.00 0.00 13,225.00 2,875.00	0.00 1,054.21 (1,054.21) 1,820.79	1,820.79
3130A3KM5	FHLB Note 2.5% Due 12/09/2022	08/28/2018 08/29/2018 775,000.00	770,390.14 0.00 0.00 770,592.27	1,184.03 0.00 2,798.61 1,614.58	202.13 0.00 202.13 1,816.71	1,816.71
3130A8QS5	FHLB Note 1.125% Due 07/14/2021	10/04/2016 10/06/2016 1,285,000.00	1,283,677.70 0.00 0.00 1,283,889.00	6,706.09 7,228.13 682.66 1,204.70	211.30 0.00 211.30 1,416.00	1,416.00
3130AB3H7	FHLB Note 2.375% Due 03/08/2024	04/29/2019 04/30/2019 1,500,000.00	1,500,068.78 0.00 0.00 1,500,066.94	11,182.29 0.00 14,151.04 2,968.75	0.00 1.84 (1.84) 2,966.91	2,966.91
3130AF5B9	FHLB Note 3% Due 10/12/2021	11/29/2018 11/30/2018 1,350,000.00	1,350,922.80 0.00 0.00 1,350,822.07	8,887.50 0.00 12,262.50 3,375.00	0.00 100.73 (100.73) 3,274.27	3,274.27

Income Earned

As of January 31, 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
313383YJ4	FHLB Note 3.375% Due 09/08/2023	10/29/2018 10/31/2018 1,200,000.00	1,208,708.90 0.00 0.00 1,208,433.41	12,712.50 0.00 16,087.50 3,375.00	0.00 275.49 (275.49) 3,099.51	3,099.51
3135G03U5	FNMA Note 0.625% Due 04/22/2025	04/22/2020 04/24/2020 1,510,000.00	1,507,319.15 0.00 0.00 1,507,372.02	1,808.85 0.00 2,595.31 786.46	52.87 0.00 52.87 839.33	839.33
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 1,645,000.00	1,641,061.45 0.00 0.00 1,641,201.63	445.52 0.00 788.23 342.71	140.18 0.00 140.18 482.89	482.89
3135G04Z3	FNMA Note 0.5% Due 06/17/2025	Various Various 1,800,000.00	948,244.81 854,479.50 0.00 1,802,740.96	184.72 (460.42) 1,100.00 454.86	33.42 16.77 16.65 471.51	471.51
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 1,365,000.00	1,362,534.27 0.00 0.00 1,362,617.36	1,620.94 1,706.25 199.06 284.37	83.09 0.00 83.09 367.46	367.46
3135G05X7	FNMA Note 0.375% Due 08/25/2025	Various Various 1,800,000.00	1,246,815.65 546,672.50 0.00 1,793,585.79	1,614.58 (773.44) 2,887.50 499.48	97.64 0.00 97.64 597.12	597.12
3135G06G3	FNMA Note 0.5% Due 11/07/2025	Various Various 1,825,000.00	1,619,342.23 199,916.00 0.00 1,819,358.22	1,105.90 (166.67) 2,002.43 729.86	99.99 0.00 99.99 829.85	829.85
3135G06H1	FNMA Note 0.25% Due 11/27/2023	11/23/2020 11/25/2020 1,610,000.00	1,608,226.51 0.00 0.00 1,608,278.37	402.50 0.00 737.92 335.42	51.86 0.00 51.86 387.28	387.28
3135G0T94	FNMA Note 2.375% Due 01/19/2023	03/14/2018 03/16/2018 625,000.00	993,297.58 0.00 372,570.60 620,984.60	10,687.50 12,048.18 494.79 1,855.47	257.62 0.00 257.62 2,113.09	2,113.09

Income Earned

As of January 31, 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
3135G0U43	FNMA Note 2.875% Due 09/12/2023	06/21/2019 06/24/2019 1,500,000.00	1,538,188.27 0.00 0.00 1,536,985.18	13,057.29 0.00 16,651.04 3,593.75	0.00 1,203.09 (1,203.09) 2,390.66	2,390.66
3135G0W66	FNMA Note 1.625% Due 10/15/2024	Various Various 1,755,000.00	1,763,564.27 0.00 0.00 1,763,372.31	6,020.63 0.00 8,397.18 2,376.55	16.13 208.09 (191.96) 2,184.59	2,184.59
3135G0X24	FNMA Note 1.625% Due 01/07/2025	Various Various 1,875,000.00	1,886,060.90 0.00 0.00 1,885,827.16	14,726.57 15,234.38 2,031.25 2,539.06	31.17 264.91 (233.74) 2,305.32	2,305.32
3137EAE9	FHLMC Note Due 08/12/2021	08/30/2016 08/31/2016 0.00	988,801.46 0.00 988,935.83 0.00	4,300.31 5,073.75 0.00 773.44	134.37 0.00 134.37 907.81	907.81
3137EAE5	FHLMC Note 2.75% Due 06/19/2023	07/20/2018 07/23/2018 1,200,000.00	1,196,977.92 0.00 0.00 1,197,082.13	1,100.00 0.00 3,850.00 2,750.00	104.21 0.00 104.21 2,854.21	2,854.21
3137EAE0	FHLMC Note 1.5% Due 02/12/2025	02/13/2020 02/14/2020 1,920,000.00	1,918,782.45 0.00 0.00 1,918,807.56	11,120.00 0.00 13,520.00 2,400.00	25.11 0.00 25.11 2,425.11	2,425.11
3137EAE6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 1,660,000.00	1,659,455.25 0.00 0.00 1,659,475.03	968.33 0.00 1,487.08 518.75	19.78 0.00 19.78 538.53	538.53
3137EAE9	FHLMC Note 0.375% Due 07/21/2025	Various Various 1,800,000.00	1,010,394.24 783,728.30 0.00 1,794,213.10	1,670.52 1,841.09 187.50 358.07	90.56 0.00 90.56 448.63	448.63
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 1,025,000.00	1,024,081.14 0.00 0.00 1,024,110.66	925.35 0.00 1,138.89 213.54	29.52 0.00 29.52 243.06	243.06

Income Earned

As of January 31, 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
3137EAEX3	FHLMC Note 0.375% Due 09/23/2025	Various Various 1,805,000.00	1,799,846.99 0.00 0.00 1,799,939.55	1,805.00 0.00 2,369.06 564.06	92.56 0.00 92.56 656.62	656.62
369550BE7	General Dynamics Corp Note 3% Due 05/11/2021	05/08/2018 05/11/2018 410,000.00	409,662.01 0.00 0.00 409,742.61	1,708.33 0.00 2,733.33 1,025.00	80.60 0.00 80.60 1,105.60	1,105.60
404280BS7	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 05/18/2024	Various Various 1,100,000.00	1,141,437.39 0.00 0.00 1,140,395.57	5,189.86 0.00 8,810.69 3,620.83	0.00 1,041.82 (1,041.82) 2,579.01	2,579.01
43813DAC2	Honda Auto Receivables 2020-2 A3 0.82% Due 07/15/2024	05/18/2020 05/27/2020 280,000.00	279,981.16 0.00 0.00 279,981.61	102.04 191.33 102.04 191.33	0.45 0.00 0.45 191.78	191.78
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 465,000.00	464,937.30 0.00 0.00 464,939.15	62.13 143.37 62.13 143.37	1.85 0.00 1.85 145.22	145.22
43815HAC1	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 08/22/2022	08/21/2018 08/28/2018 197,963.48	223,379.73 0.00 25,428.84 197,952.90	183.06 549.17 162.22 528.33	2.01 0.00 2.01 530.34	530.34
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 545,000.00	544,997.48 0.00 0.00 544,997.60	431.16 808.42 431.16 808.42	0.12 0.00 0.12 808.54	808.54
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 05/15/2025	10/20/2020 10/28/2020 470,000.00	469,897.60 0.00 0.00 469,900.38	79.38 148.83 79.38 148.83	2.78 0.00 2.78 151.61	151.61
44932HAC7	IBM Credit Corp Note 2.2% Due 09/08/2022	Various Various 950,000.00	943,150.92 0.00 0.00 943,496.17	6,560.28 0.00 8,301.94 1,741.66	345.25 0.00 345.25 2,086.91	2,086.91

Income Earned

As of January 31, 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
4581X0CW6	Inter-American Dev Bank Note 2.125% Due 01/18/2022	01/10/2017 01/18/2017 1,275,000.00	1,274,671.92 0.00 0.00 1,274,698.55	12,267.45 13,546.88 978.39 2,257.82	26.63 0.00 26.63 2,284.45	2,284.45
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 09/14/2022	Various Various 800,000.00	791,713.43 0.00 0.00 792,127.09	4,161.12 0.00 5,327.78 1,166.66	413.66 0.00 413.66 1,580.32	1,580.32
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	10/21/2020 10/28/2020 830,000.00	829,095.49 0.00 0.00 829,111.41	726.25 0.00 1,072.08 345.83	15.92 0.00 15.92 361.75	361.75
477870AC3	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	07/16/2019 07/24/2019 280,000.00	279,960.08 0.00 0.00 279,961.23	275.02 515.67 275.02 515.67	1.15 0.00 1.15 516.82	516.82
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	07/14/2020 07/22/2020 215,000.00	214,971.43 0.00 0.00 214,972.23	48.73 91.38 48.73 91.38	0.80 0.00 0.80 92.18	92.18
47788CAC6	John Deere Owner Trust 2018-A A3 2.66% Due 04/18/2022	02/21/2018 02/28/2018 13,955.04	22,889.70 0.00 8,935.18 13,954.75	27.06 50.74 16.50 40.18	0.23 0.00 0.23 40.41	40.41
47788EAC2	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	07/18/2018 07/25/2018 234,106.37	266,486.93 0.00 32,389.33 234,099.02	364.80 684.01 320.47 639.68	1.42 0.00 1.42 641.10	641.10
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	06/24/2020 06/26/2020 533,118.50	587,269.45 0.00 42,681.58 543,180.68	744.70 1,396.32 689.50 1,341.12	0.00 1,407.19 (1,407.19) (66.07)	(66.07)
47789KAC7	John Deere Owner Trust 2020-A A3 1.1% Due 08/15/2024	03/04/2020 03/11/2020 460,000.00	459,977.03 0.00 0.00 459,977.57	224.89 421.67 224.89 421.67	0.54 0.00 0.54 422.21	422.21

Income Earned

As of January 31, 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
48128BAB7	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 01/15/2023	Various Various 925,000.00	922,592.32 0.00 0.00 922,689.06	12,676.41 13,745.50 1,221.83 2,290.92	104.05 7.31 96.74 2,387.66	2,387.66
58769EAC2	Mercedes-Benz Auto Lease Trust 2020-B A3 0.4% Due 11/15/2023	09/15/2020 09/23/2020 280,000.00	279,987.48 0.00 0.00 279,988.00	49.78 93.33 49.78 93.33	0.52 0.00 0.52 93.85	93.85
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.55% Due 08/08/2021	Various 08/08/2016 590,000.00	589,915.92 0.00 0.00 589,927.82	3,632.60 0.00 4,394.68 762.08	11.90 0.00 11.90 773.98	773.98
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	Various Various 980,000.00	984,037.60 0.00 0.00 983,940.65	840.62 1,576.17 840.62 1,576.17	0.55 97.50 (96.95) 1,479.22	1,479.22
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 09/15/2021	11/29/2016 12/02/2016 804,000.00	801,353.32 0.00 0.00 801,672.57	4,497.93 0.00 5,770.93 1,273.00	319.25 0.00 319.25 1,592.25	1,592.25
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 07/28/2022	07/25/2017 07/28/2017 890,000.00	889,974.86 0.00 0.00 889,976.22	9,267.13 10,902.50 181.71 1,817.08	1.36 0.00 1.36 1,818.44	1,818.44
69371RP59	Paccar Financial Corp Note 3.4% Due 08/09/2023	Various Various 760,000.00	762,232.75 0.00 0.00 762,159.90	10,192.44 0.00 12,345.78 2,153.34	3.90 76.75 (72.85) 2,080.49	2,080.49
69371RQ25	Paccar Financial Corp Note 2.15% Due 08/15/2024	08/08/2019 08/15/2019 195,000.00	194,688.17 0.00 0.00 194,695.48	1,583.83 0.00 1,933.21 349.38	7.31 0.00 7.31 356.69	356.69
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	Various Various 1,100,000.00	1,101,692.25 0.00 0.00 1,101,654.78	4,125.00 0.00 6,187.50 2,062.50	8.11 45.58 (37.47) 2,025.03	2,025.03

Income Earned

As of January 31, 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
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	748,893.40 0.00 0.00 748,938.90	8,612.50 9,937.50 331.25 1,656.25	45.50 0.00 45.50 1,701.75	1,701.75
857477AV5	State Street Bank Note 1.95% Due 05/19/2021	Various Various 940,000.00	938,728.16 0.00 0.00 939,013.86	2,138.50 0.00 3,666.00 1,527.50	285.70 0.00 285.70 1,813.20	1,813.20
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	Various Various 1,100,000.00	1,114,886.47 0.00 0.00 1,114,490.35	10,923.61 0.00 13,902.78 2,979.17	0.00 396.12 (396.12) 2,583.05	2,583.05
89236TDP7	Toyota Motor Credit Corp Note 2.6% Due 01/11/2022	Various Various 750,000.00	745,956.00 0.00 0.00 746,290.30	9,208.33 9,750.00 1,083.33 1,625.00	334.30 0.00 334.30 1,959.30	1,959.30
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 370,000.00	369,934.62 0.00 0.00 369,935.99	57.56 107.92 57.56 107.92	1.37 0.00 1.37 109.29	109.29
89238TAD5	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 09/15/2022	07/25/2019 07/29/2019 286,815.58	328,262.91 0.00 39,568.78 288,384.11	429.38 805.08 377.32 753.02	0.00 310.02 (310.02) 443.00	443.00
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	953,351.08 0.00 0.00 953,385.60	8,701.11 9,788.75 543.82 1,631.46	34.52 0.00 34.52 1,665.98	1,665.98
9128283D0	US Treasury Note 2.25% Due 10/31/2024	11/07/2019 11/08/2019 1,500,000.00	1,526,092.45 0.00 0.00 1,525,514.28	5,780.39 0.00 8,670.58 2,890.19	0.00 578.17 (578.17) 2,312.02	2,312.02
912828B66	US Treasury Note 2.75% Due 02/15/2024	04/29/2019 04/30/2019 1,500,000.00	1,519,291.79 0.00 0.00 1,518,767.19	15,580.84 0.00 19,055.71 3,474.87	0.00 524.60 (524.60) 2,950.27	2,950.27

Income Earned

As of January 31, 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
912828D56	US Treasury Note 2.375% Due 08/15/2024	03/05/2020 03/06/2020 1,500,000.00	1,590,490.41 0.00 0.00 1,588,368.47	13,456.18 0.00 16,457.20 3,001.02	0.00 2,121.94 (2,121.94) 879.08	879.08
912828F96	US Treasury Note 2% Due 10/31/2021	01/27/2017 01/30/2017 1,025,000.00	1,025,469.09 0.00 0.00 1,025,421.10	3,511.05 0.00 5,266.57 1,755.52	0.00 47.99 (47.99) 1,707.53	1,707.53
912828J43	US Treasury Note 1.75% Due 02/28/2022	03/13/2017 03/15/2017 1,360,000.00	1,354,255.91 0.00 0.00 1,354,676.87	8,086.74 0.00 10,124.86 2,038.12	420.96 0.00 420.96 2,459.08	2,459.08
912828L24	US Treasury Note 1.875% Due 08/31/2022	09/26/2017 09/27/2017 1,000,000.00	1,000,146.11 0.00 0.00 1,000,138.65	6,370.86 0.00 7,976.52 1,605.66	0.00 7.46 (7.46) 1,598.20	1,598.20
912828L57	US Treasury Note 1.75% Due 09/30/2022	10/17/2017 10/18/2017 1,240,000.00	1,235,153.36 0.00 0.00 1,235,389.22	5,544.23 0.00 7,392.31 1,848.08	235.86 0.00 235.86 2,083.94	2,083.94
912828N30	US Treasury Note 2.125% Due 12/31/2022	01/25/2018 01/26/2018 1,150,000.00	1,142,759.04 0.00 0.00 1,143,066.96	67.51 0.00 2,160.22 2,092.71	307.92 0.00 307.92 2,400.63	2,400.63
912828T34	US Treasury Note 1.125% Due 09/30/2021	11/09/2016 11/10/2016 850,000.00	1,296,650.07 0.00 448,887.30 848,059.29	3,736.61 1,446.43 3,257.55 967.37	296.52 0.00 296.52 1,263.89	1,263.89
912828T91	US Treasury Note 1.625% Due 10/31/2023	05/29/2019 05/30/2019 1,500,000.00	1,482,722.53 0.00 0.00 1,483,241.03	4,174.72 0.00 6,262.09 2,087.37	518.50 0.00 518.50 2,605.87	2,605.87
912828V23	US Treasury Note 2.25% Due 12/31/2023	06/21/2019 06/24/2019 1,250,000.00	1,266,274.53 0.00 0.00 1,265,813.36	77.69 0.00 2,486.19 2,408.50	0.00 461.17 (461.17) 1,947.33	1,947.33

Income Earned

As of January 31, 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
912828X70	US Treasury Note 2% Due 04/30/2024	06/10/2019 06/11/2019 1,000,000.00	1,002,392.99 0.00 0.00 1,002,331.94	3,425.41 0.00 5,138.12 1,712.71	0.00 61.05 (61.05) 1,651.66	1,651.66
912828XG0	US Treasury Note 2.125% Due 06/30/2022	08/15/2017 08/17/2017 1,100,000.00	1,104,782.19 0.00 0.00 1,104,510.17	64.57 0.00 2,066.30 2,001.73	0.00 272.02 (272.02) 1,729.71	1,729.71
912828XX3	US Treasury Note 2% Due 06/30/2024	12/12/2019 12/13/2019 1,450,000.00	1,462,749.01 0.00 0.00 1,462,439.28	80.11 0.00 2,563.54 2,483.43	0.00 309.73 (309.73) 2,173.70	2,173.70
912828ZC7	US Treasury Note 1.125% Due 02/28/2025	03/18/2020 03/19/2020 2,000,000.00	2,025,941.01 0.00 0.00 2,025,411.60	7,645.03 0.00 9,571.82 1,926.79	0.00 529.41 (529.41) 1,397.38	1,397.38
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 650,000.00	649,875.23 0.00 0.00 649,877.79	93.35 254.58 93.35 254.58	2.56 0.00 2.56 257.14	257.14
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 370,000.00	369,979.23 0.00 0.00 369,979.76	219.33 598.17 219.33 598.17	0.53 0.00 0.53 598.70	598.70
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	918,575.25 0.00 0.00 918,058.87	426.89 0.00 2,988.22 2,561.33	0.00 516.38 (516.38) 2,044.95	2,044.95
			86,516,961.89 2,384,796.30 1,959,397.44 86,933,243.03	385,453.96 123,166.22 397,749.31 135,461.57	6,400.36 15,518.08 (9,117.72) 126,343.85	126,343.85
Total Fixed Income		86,553,958.97				

Income Earned

As of January 31, 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						
316175884	Fidelity Institutional Money Market Fund 696	Various Various 50,074.83	322,120.11 266,919.36 538,964.64 50,074.83	0.00 1.37 0.00 1.37	0.00 0.00 0.00 1.37	1.37
			322,120.11	0.00	0.00	
			266,919.36	1.37	0.00	
			538,964.64	0.00	0.00	
Total Cash & Equivalent			50,074.83	1.37	1.37	1.37
			86,839,082.00	385,453.96	6,400.36	
			2,651,715.66	123,167.59	15,518.08	
			2,498,362.08	397,749.31	(9,117.72)	
TOTAL PORTFOLIO		86,604,033.80	86,983,317.86	135,462.94	126,345.22	126,345.22

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/01/2021	Call	30231GAV4	570,000.00	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	570,000.00	5,277.25	575,277.25
02/08/2021	Interest	594918BP8	590,000.00	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	0.00	4,572.50	4,572.50
02/09/2021	Interest	69371RP59	760,000.00	Paccar Financial Corp Note 3.4% Due 8/9/2023	0.00	12,920.00	12,920.00
02/11/2021	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
02/12/2021	Interest	3137EAEPO	1,920,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	14,400.00	14,400.00
02/15/2021	Interest	912828B66	1,500,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	20,625.00	20,625.00
02/15/2021	Interest	69371RQ25	195,000.00	Paccar Financial Corp Note 2.15% Due 8/15/2024	0.00	2,096.25	2,096.25
02/15/2021	Interest	912828D56	1,500,000.00	US Treasury Note 2.375% Due 8/15/2024	0.00	17,812.50	17,812.50
02/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,720.20	515.67	8,235.87
02/15/2021	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
02/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,254.75	107.92	8,362.67
02/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,573.74	191.33	6,765.07
02/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,111.14	600.87	10,712.01
02/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,092.32	421.67	10,513.99
02/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	37,486.53	808.42	38,294.95
02/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	859.45	30.93	890.38
02/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,465.93	1,292.81	28,758.74

Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
02/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
02/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,274.42	1,576.16	23,850.58
02/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	13,693.41	707.48	14,400.89
02/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
02/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,850.38	598.17	9,448.55
02/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,141.02	254.58	13,395.60
02/21/2021	Paydown	43815HAC1	197,963.48	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	48,109.74	486.66	48,596.40
02/24/2021	Interest	3137EAEV7	1,025,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	1,302.60	1,302.60
02/25/2021	Interest	3135G05X7	1,800,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	3,337.50	3,337.50
02/28/2021	Interest	912828ZC7	2,000,000.00	US Treasury Note 1.125% Due 2/28/2025	0.00	11,250.00	11,250.00
02/28/2021	Interest	912828J43	1,360,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	11,900.00	11,900.00
02/28/2021	Interest	912828L24	1,000,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	9,375.00	9,375.00
FEB 2021					784,633.03	127,250.69	911,883.72
03/01/2021	Maturity	30231GAV4	305,000.00	Exxon Mobil Corp Callable Note Cont 2/1/2021 2.222% Due 3/1/2021	305,000.00	3,388.55	308,388.55
03/04/2021	Maturity	24422ESL4	315,000.00	John Deere Capital Corp Note 2.8% Due 3/4/2021	315,000.00	4,410.00	319,410.00
03/05/2021	Interest	06051GHF9	1,100,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.00	19,525.00	19,525.00

Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/06/2021	Interest	24422ETG4	650,000.00	John Deere Capital Corp Note 2.8% Due 3/6/2023	0.00	9,100.00	9,100.00
03/08/2021	Interest	3130AB3H7	1,500,000.00	FHLB Note 2.375% Due 3/8/2024	0.00	17,812.50	17,812.50
03/08/2021	Interest	313383YJ4	1,200,000.00	FHLB Note 3.375% Due 9/8/2023	0.00	20,250.00	20,250.00
03/08/2021	Interest	44932HAC7	950,000.00	IBM Credit Corp Note 2.2% Due 9/8/2022	0.00	10,450.00	10,450.00
03/11/2021	Interest	89114QCB2	1,100,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	17,875.00	17,875.00
03/12/2021	Interest	3135G0U43	1,500,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	21,562.50	21,562.50
03/13/2021	Interest	3130A2UW4	1,200,000.00	FHLB Note 2.875% Due 9/13/2024	0.00	17,250.00	17,250.00
03/14/2021	Interest	4581X0CZ9	800,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	0.00	7,000.00	7,000.00
03/15/2021	Interest	68389XBK0	804,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	0.00	7,638.00	7,638.00
03/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	13,759.60	673.70	14,433.30
03/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	36,424.60	752.81	37,177.41
03/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
03/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	861.13	29.03	890.16
03/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,736.29	501.45	8,237.74
03/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,530.92	1,226.21	28,757.13
03/15/2021	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
03/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,578.23	186.84	6,765.07

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,120.07	412.42	10,532.49
03/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
03/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,160.01	574.92	10,734.93
03/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,324.54	1,540.34	23,864.88
03/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,235.21	105.51	8,340.72
03/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
03/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,870.30	583.86	9,454.16
03/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,146.16	249.44	13,395.60
03/21/2021	Paydown	43815HAC1	197,963.48	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	44,175.91	368.39	44,544.30
03/23/2021	Interest	3137EAEX3	1,805,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	3,346.77	3,346.77
03/31/2021	Interest	912828L57	1,240,000.00	US Treasury Note 1.75% Due 9/30/2022	0.00	10,850.00	10,850.00
03/31/2021	Interest	912828T34	850,000.00	US Treasury Note 1.125% Due 9/30/2021	0.00	4,781.25	4,781.25
MAR 2021					829,922.97	182,921.41	1,012,844.38
04/01/2021	Interest	13063DRK6	900,000.00	California State Taxable GO 2.4% Due 10/1/2024	0.00	10,800.00	10,800.00
04/10/2021	Interest	02665WCQ2	750,000.00	American Honda Finance Note 3.625% Due 10/10/2023	0.00	13,593.75	13,593.75
04/12/2021	Interest	3130AF5B9	1,350,000.00	FHLB Note 3% Due 10/12/2021	0.00	20,250.00	20,250.00
04/15/2021	Interest	3135G0W66	1,755,000.00	FNMA Note 1.625% Due 10/15/2024	0.00	14,259.38	14,259.38

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,752.41	487.20	8,239.61
04/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
04/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	13,826.10	639.76	14,465.86
04/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
04/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,596.08	1,159.45	28,755.53
04/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,582.72	182.35	6,765.07
04/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	35,360.08	698.78	36,058.86
04/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	862.82	27.12	889.94
04/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,209.12	548.84	10,757.96
04/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,147.91	403.14	10,551.05
04/15/2021	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
04/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,374.76	1,504.44	23,879.20
04/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,215.45	103.11	8,318.56
04/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
04/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,890.26	569.52	9,459.78
04/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,151.31	244.29	13,395.60
04/21/2021	Paydown	43815HAC1	197,963.48	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	40,227.54	259.79	40,487.33

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/22/2021	Interest	3135G03U5	1,510,000.00	FNMA Note 0.625% Due 4/22/2025	0.00	4,718.75	4,718.75
04/28/2021	Interest	459058JL8	830,000.00	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	0.00	2,075.00	2,075.00
04/28/2021	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
04/30/2021	Interest	9128283D0	1,500,000.00	US Treasury Note 2.25% Due 10/31/2024	0.00	16,875.00	16,875.00
04/30/2021	Interest	912828F96	1,025,000.00	US Treasury Note 2% Due 10/31/2021	0.00	10,250.00	10,250.00
04/30/2021	Interest	912828T91	1,500,000.00	US Treasury Note 1.625% Due 10/31/2023	0.00	12,187.50	12,187.50
04/30/2021	Interest	912828X70	1,000,000.00	US Treasury Note 2% Due 4/30/2024	0.00	10,000.00	10,000.00
APR 2021					205,196.56	136,314.09	341,510.65
05/01/2021	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
05/03/2021	Interest	037833AK6	900,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	10,800.00	10,800.00
05/05/2021	Interest	3137EAER6	1,660,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	3,112.50	3,112.50
05/07/2021	Interest	3135G06G3	1,825,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	4,435.76	4,435.76
05/08/2021	Interest	14913Q3B3	1,100,000.00	Caterpillar Finl Service Note 2.15% Due 11/8/2024	0.00	11,825.00	11,825.00
05/11/2021	Maturity	369550BE7	410,000.00	General Dynamics Corp Note 3% Due 5/11/2021	410,000.00	6,150.00	416,150.00
05/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,587.22	177.85	6,765.07
05/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,768.56	472.92	8,241.48
05/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,175.81	393.84	10,569.65

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
05/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
05/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,425.10	1,468.45	23,893.55
05/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	13,892.92	605.66	14,498.58
05/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,661.40	1,092.52	28,753.92
05/15/2021	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
05/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	34,292.99	646.33	34,939.32
05/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	864.51	25.21	889.72
05/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,258.46	522.64	10,781.10
05/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,195.47	100.71	8,296.18
05/18/2021	Interest	404280BS7	1,100,000.00	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	0.00	21,725.00	21,725.00
05/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
05/19/2021	Maturity	857477AV5	940,000.00	State Street Bank Note 1.95% Due 5/19/2021	940,000.00	9,165.00	949,165.00
05/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,910.26	555.15	9,465.41
05/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,156.46	239.14	13,395.60
05/21/2021	Paydown	43815HAC1	197,963.48	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	36,264.59	160.90	36,425.49
05/22/2021	Interest	3135G04Q3	1,645,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	2,056.25	2,056.25

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05/27/2021	Interest	3135G06H1	1,610,000.00	FNMA Note 0.25% Due 11/27/2023	0.00	2,034.86	2,034.86
MAY 2021					1,550,453.75	90,617.61	1,641,071.36
06/08/2021	Interest	3130A0F70	1,075,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	18,140.63	18,140.63
06/09/2021	Interest	3130A3KM5	775,000.00	FHLB Note 2.5% Due 12/9/2022	0.00	9,687.50	9,687.50
06/14/2021	Interest	3130A1XJ2	1,500,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	21,562.51	21,562.51
06/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
06/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,475.56	1,432.39	23,907.95
06/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	13,960.07	571.39	14,531.46
06/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,591.72	173.35	6,765.07
06/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
06/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,308.04	496.31	10,804.35
06/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,203.80	384.51	10,588.31
06/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,175.26	98.32	8,273.58
06/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,784.74	458.62	8,243.36
06/15/2021	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
06/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	33,223.31	595.46	33,818.77
06/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	866.20	23.29	889.49

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06/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,726.85	1,025.45	28,752.30
06/17/2021	Interest	3135G04Z3	1,800,000.00	FNMA Note 0.5% Due 6/17/2025	0.00	4,500.00	4,500.00
06/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
06/19/2021	Interest	3137EAEN5	1,200,000.00	FHLMC Note 2.75% Due 6/19/2023	0.00	16,500.00	16,500.00
06/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,161.62	233.98	13,395.60
06/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,930.31	540.74	9,471.05
06/21/2021	Paydown	43815HAC1	197,963.48	Honda Auto Receivables Trust 2018-3 A3 2.95% Due 8/22/2022	29,185.69	71.75	29,257.44
06/26/2021	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
06/30/2021	Interest	912828N30	1,150,000.00	US Treasury Note 2.125% Due 12/31/2022	0.00	12,218.75	12,218.75
06/30/2021	Interest	912828XX3	1,450,000.00	US Treasury Note 2% Due 6/30/2024	0.00	14,500.00	14,500.00
06/30/2021	Interest	912828XG0	1,100,000.00	US Treasury Note 2.125% Due 6/30/2022	0.00	11,687.50	11,687.50
06/30/2021	Interest	912828V23	1,250,000.00	US Treasury Note 2.25% Due 12/31/2023	0.00	14,062.50	14,062.50
JUN 2021					192,593.17	144,809.87	337,403.04
07/07/2021	Interest	3135G0X24	1,875,000.00	FNMA Note 1.625% Due 1/7/2025	0.00	15,234.38	15,234.38
07/10/2021	Interest	3135G05G4	1,365,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	1,706.25	1,706.25
07/11/2021	Interest	89236TDP7	750,000.00	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	0.00	9,750.00	9,750.00
07/14/2021	Interest	02665WCJ8	225,000.00	American Honda Finance Note 3.45% Due 7/14/2023	0.00	3,881.25	3,881.25

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07/14/2021	Maturity	3130A8QS5	1,285,000.00	FHLB Note 1.125% Due 7/14/2021	1,285,000.00	7,228.13	1,292,228.13
07/15/2021	Interest	48128BAB7	925,000.00	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	0.00	13,745.50	13,745.50
07/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,027.55	536.95	14,564.50
07/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,800.96	444.28	8,245.24
07/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,792.48	958.21	28,750.69
07/15/2021	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
07/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	32,151.03	546.18	32,697.21
07/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
07/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	867.90	21.37	889.27
07/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
07/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,357.87	469.85	10,827.72
07/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,596.23	168.84	6,765.07
07/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,231.85	375.16	10,607.01
07/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,526.14	1,396.23	23,922.37
07/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,154.81	95.94	8,250.75
07/18/2021	Interest	4581X0CW6	1,275,000.00	Inter-American Dev Bank Note 2.125% Due 1/18/2022	0.00	13,546.88	13,546.88
07/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38

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07/19/2021	Interest	3135G0T94	625,000.00	FNMA Note 2.375% Due 1/19/2023	0.00	7,421.88	7,421.88
07/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,166.77	228.83	13,395.60
07/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,950.41	526.30	9,476.71
07/21/2021	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
07/21/2021	Interest	3137EAEU9	1,800,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	3,375.01	3,375.01
07/25/2021	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
07/28/2021	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
JUL 2021					1,447,624.00	112,763.09	1,560,387.09
08/08/2021	Maturity	594918BP8	590,000.00	Microsoft Callable Note Cont 7/8/2021 1.55% Due 8/8/2021	590,000.00	4,572.50	594,572.50
08/09/2021	Interest	69371RP59	760,000.00	Paccar Financial Corp Note 3.4% Due 8/9/2023	0.00	12,920.00	12,920.00
08/11/2021	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
08/12/2021	Interest	3137EAEP0	1,920,000.00	FHLMC Note 1.5% Due 2/12/2025	0.00	14,400.00	14,400.00
08/15/2021	Interest	69371RQ25	195,000.00	Paccar Financial Corp Note 2.15% Due 8/15/2024	0.00	2,096.25	2,096.25
08/15/2021	Interest	912828D56	1,500,000.00	US Treasury Note 2.375% Due 8/15/2024	0.00	17,812.50	17,812.50
08/15/2021	Interest	912828B66	1,500,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	20,625.00	20,625.00
08/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,817.21	429.91	8,247.12
08/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,095.35	502.35	14,597.70
08/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
08/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,858.26	890.81	28,749.07
08/15/2021	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
08/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,134.15	93.56	8,227.71
08/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,600.74	164.33	6,765.07
08/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	31,076.17	498.49	31,574.66
08/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	869.60	19.45	889.05
08/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,407.92	443.27	10,851.19
08/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,259.99	365.78	10,625.77
08/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,576.82	1,360.00	23,936.82
08/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
08/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,970.55	511.83	9,482.38
08/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,171.93	223.67	13,395.60
08/24/2021	Interest	3137EAEV7	1,025,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	1,281.25	1,281.25
08/25/2021	Interest	3135G05X7	1,800,000.00	FNMA Note 0.375% Due 8/25/2025	0.00	3,375.00	3,375.00
08/31/2021	Interest	912828L24	1,000,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	9,375.00	9,375.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/31/2021	Interest	912828J43	1,360,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	11,900.00	11,900.00
08/31/2021	Interest	912828ZC7	2,000,000.00	US Treasury Note 1.125% Due 2/28/2025	0.00	11,250.00	11,250.00
AUG 2021					751,838.69	119,900.37	871,739.06
09/05/2021	Interest	06051GHF9	1,100,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.00	19,525.00	19,525.00
09/06/2021	Interest	24422ETG4	650,000.00	John Deere Capital Corp Note 2.8% Due 3/6/2023	0.00	9,100.00	9,100.00
09/08/2021	Interest	3130AB3H7	1,500,000.00	FHLB Note 2.375% Due 3/8/2024	0.00	17,812.50	17,812.50
09/08/2021	Interest	44932HAC7	950,000.00	IBM Credit Corp Note 2.2% Due 9/8/2022	0.00	10,450.00	10,450.00
09/08/2021	Interest	313383YJ4	1,200,000.00	FHLB Note 3.375% Due 9/8/2023	0.00	20,250.00	20,250.00
09/11/2021	Interest	89114QCB2	1,100,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	17,875.00	17,875.00
09/12/2021	Interest	3135G0U43	1,500,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	21,562.50	21,562.50
09/13/2021	Interest	3130A2UW4	1,200,000.00	FHLB Note 2.875% Due 9/13/2024	0.00	17,250.00	17,250.00
09/14/2021	Interest	4581X0CZ9	800,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	0.00	7,000.00	7,000.00
09/15/2021	Maturity	68389XBK0	804,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	804,000.00	7,638.00	811,638.00
09/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,924.19	823.25	28,747.44
09/15/2021	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
09/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,627.61	1,323.69	23,951.30
09/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	29,998.70	452.39	30,451.09

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	871.30	17.52	888.82
09/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,458.24	416.55	10,874.79
09/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,605.25	159.82	6,765.07
09/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,833.49	415.52	8,249.01
09/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,288.21	356.37	10,644.58
09/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,113.25	91.19	8,204.44
09/15/2021	Paydown	44891RAC4	470,000.00	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	0.00	148.83	148.83
09/15/2021	Paydown	47787NAC3	215,000.00	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	0.00	91.38	91.38
09/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,163.48	467.58	14,631.06
09/18/2021	Paydown	43813KAC6	465,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	143.38	143.38
09/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	8,990.73	497.33	9,488.06
09/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,177.09	218.51	13,395.60
09/23/2021	Interest	3137EAEX3	1,805,000.00	FHLMC Note 0.375% Due 9/23/2025	0.00	3,384.38	3,384.38
09/30/2021	Interest	912828L57	1,240,000.00	US Treasury Note 1.75% Due 9/30/2022	0.00	10,850.00	10,850.00
09/30/2021	Maturity	912828T34	850,000.00	US Treasury Note 1.125% Due 9/30/2021	850,000.00	4,781.25	854,781.25
SEP 2021					1,815,051.54	173,195.27	1,988,246.81
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

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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	1,350,000.00	FHLB Note 3% Due 10/12/2021	1,350,000.00	20,250.00	1,370,250.00
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	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,678.53	1,287.30	23,965.83
10/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,231.93	432.65	14,664.58
10/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,609.76	155.31	6,765.07
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	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,508.78	389.71	10,898.49
10/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,316.50	346.94	10,663.44
10/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,092.12	88.82	8,180.94
10/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	28,918.61	407.90	29,326.51
10/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	873.01	15.59	888.60
10/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	27,990.27	755.54	28,745.81
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	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,849.82	401.09	8,250.91
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

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	9,010.95	482.80	9,493.75
10/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,182.25	213.35	13,395.60
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
10/28/2021	Interest	459058JL8	830,000.00	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	0.00	2,075.00	2,075.00
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
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	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	1,025,000.00	US Treasury Note 2% Due 10/31/2021	1,025,000.00	10,250.00	1,035,250.00
OCT 2021					2,535,262.53	134,463.30	2,669,725.83
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
11/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,614.28	150.79	6,765.07
11/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,344.88	337.48	10,682.36

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11/15/2021	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,729.55	1,250.83	23,980.38
11/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,070.76	86.46	8,157.22
11/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	27,835.92	365.00	28,200.92
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	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	874.72	13.65	888.37
11/15/2021	Paydown	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,300.72	397.54	14,698.26
11/15/2021	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,866.17	386.63	8,252.80
11/15/2021	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	28,056.52	687.66	28,744.18
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	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,559.57	362.74	10,922.31
11/18/2021	Interest	404280BS7	1,100,000.00	HSBC Holdings PLC Callable Note 1X 5/18/2023 3.95% Due 5/18/2024	0.00	21,725.00	21,725.00
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	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,187.41	208.19	13,395.60
11/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	9,031.23	468.23	9,499.46
11/22/2021	Interest	3135G04Q3	1,645,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	2,056.25	2,056.25
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

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NOV 2021					159,471.73	73,660.87	233,132.60
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	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,882.55	372.15	8,254.70
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	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,369.84	362.27	14,732.11
12/15/2021	Paydown	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,618.80	146.27	6,765.07
12/15/2021	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	26,750.61	323.71	27,074.32
12/15/2021	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	876.43	11.71	888.14
12/15/2021	Paydown	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,610.61	335.64	10,946.25
12/15/2021	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,373.32	328.00	10,701.32
12/15/2021	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,049.16	84.10	8,133.26
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	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	28,122.91	619.63	28,742.54
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	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,780.69	1,214.27	23,994.96

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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	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	3137EAEN5	1,200,000.00	FHLMC Note 2.75% Due 6/19/2023	0.00	16,500.00	16,500.00
12/20/2021	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	9,051.55	453.63	9,505.18
12/20/2021	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,192.58	203.02	13,395.60
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					158,679.05	143,158.71	301,837.76
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
01/10/2022	Interest	3135G05G4	1,365,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	1,706.25	1,706.25
01/11/2022	Maturity	89236TDP7	750,000.00	Toyota Motor Credit Corp Note 2.6% Due 1/11/2022	750,000.00	9,750.00	759,750.00
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	Call	48128BAB7	300,000.00	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	300,000.00	4,458.00	304,458.00
01/15/2022	Interest	48128BAB7	625,000.00	JP Morgan Chase & Co Callable Note 1X 1/15/2022 2.972% Due 1/15/2023	0.00	9,287.50	9,287.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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	47788EAC2	234,106.37	John Deere Owner Trust 2018-B A3 3.08% Due 11/15/2022	10,661.90	308.40	10,970.30
01/15/2022	Paydown	477870AC3	280,000.00	John Deere Owner Trust 2019-B A3 2.21% Due 12/15/2023	7,898.98	357.63	8,256.61
01/15/2022	Paydown	47789JAD8	533,118.50	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	28,189.47	551.43	28,740.90
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	89238TAD5	286,815.58	Toyota Auto Receivables Trust 2018-B A3 2.96% Due 9/15/2022	14,439.29	326.82	14,766.11
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	43813DAC2	280,000.00	Honda Auto Receivables 2020-2 A3 0.82% Due 7/15/2024	6,623.32	141.75	6,765.07
01/15/2022	Paydown	43815NAC8	545,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	25,662.67	284.03	25,946.70
01/15/2022	Paydown	47788CAC6	13,955.04	John Deere Owner Trust 2018-A A3 2.66% Due 4/18/2022	878.15	9.77	887.92
01/15/2022	Paydown	47789KAC7	460,000.00	John Deere Owner Trust 2020-A A3 1.1% Due 8/15/2024	10,401.85	318.49	10,720.34
01/15/2022	Paydown	65479JAD5	980,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	22,831.94	1,177.64	24,009.58
01/15/2022	Paydown	89236XAC0	370,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	8,027.32	81.76	8,109.08
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
01/20/2022	Paydown	92348AAA3	370,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	9,071.92	438.99	9,510.91

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/20/2022	Paydown	92290BAA9	650,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	13,197.74	197.86	13,395.60
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	Interest	3137EAEU9	1,800,000.00	FHLMC Note 0.375% Due 7/21/2025	0.00	3,375.01	3,375.01
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
01/28/2022	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					2,482,884.55	103,961.39	2,586,845.94
TOTAL					12,913,611.57	1,543,016.67	14,456,628.24

Book Value Report

As of January 31, 2021



MIG	Book Value	12 Months or Less	13 to 24 Months	25 to 60 Months	Total Holdings
ABS	\$6,646,023.42	\$1,822,569.06	\$3,118,767.97	\$1,704,686.39	\$6,646,023.42
Agency	\$36,731,465.33	\$2,634,711.07	\$1,391,576.87	\$32,705,177.39	\$36,731,465.33
Corporate	\$20,161,334.96	\$5,599,509.13	\$2,582,411.29	\$11,979,414.54	\$20,161,334.96
Money Market Fund FI	\$50,074.83	\$50,074.83	\$0.00	\$0.00	\$50,074.83
Municipal Bonds	\$915,332.86	\$0.00	\$0.00	\$915,332.86	\$915,332.86
Supranational	\$2,895,937.05	\$1,274,698.55	\$792,127.09	\$829,111.41	\$2,895,937.05
US Treasury	\$19,583,149.41	\$1,873,480.39	\$5,837,781.87	\$11,871,887.15	\$19,583,149.41
TOTAL	\$86,983,317.86	\$13,255,043.03	\$13,722,665.09	\$60,005,609.74	\$86,983,317.86



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.



Benchmark Index	Disclosure
ICE BAML 1-5 Yr US Treasury/Agency Index*	<p>The ICE BAML 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. (Index: GVA0. Please visit www.mlindex.ml.com for more information)</p> <p>The ICE BAML 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, three months from the rebalancing date. (Index: GOO3. Please visit www.mlindex.ml.com for more information)</p>
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	<p>The ICE BAML US Issuers 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 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. (Index: GU10. Please visit www.mlindex.ml.com for more information)</p>

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Account Number: 6746050800
PARS/CITY OF BREA 115 POST
EMPLOYMENT BENEFIT TRUST PENSION

This statement is for the period from January 1, 2021 to January 31, 2021

Questions?

If you have any questions regarding your account or this statement, please contact your Account Manager.

Account Manager:
BETH BERGMAN
3121 MICHELSON DR
3RD FL
IRVINE CA 92612
Phone: 949-224-7207
E-mail: beth.bergman@usbank.com



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CITY OF BREA
ATTN.: CITY MANAGER
1 CIVIC CENTER CIRCLE
BREA, CA 92821

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MARKET AND COST RECONCILIATION

	01/31/2021 MARKET	01/31/2021 BOOK VALUE
Beginning Market And Cost	10,124,075.97	8,602,553.49
Investment Activity		
Interest	1,407.15	1,407.15
Dividends	1,382.37	1,382.37
Realized Gain/Loss	69,902.43	69,902.43
Change In Unrealized Gain/Loss	- 83,170.95	.00
Net Accrued Income (Current-Prior)	5,803.74	5,803.74
Other Earnings	.11	.11
Total Investment Activity	- 4,675.15	78,495.80
Plan Expenses		
Trust Fees	- 2,336.31	- 2,336.31
Total Plan Expenses	- 2,336.31	- 2,336.31
Other Activity		
Transfers Out	- 2,104.00	- 2,104.00
Total Other Activity	- 2,104.00	- 2,104.00
Net Change In Market And Cost	- 9,115.46	74,055.49
Ending Market And Cost	10,114,960.51	8,676,608.98

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CASH RECONCILIATION

Beginning Cash		1,482.25
Investment Activity		
Interest		1,407.15
Dividends		1,382.37
Cash Equivalent Purchases		- 54,360.37
Corporate Issues Purchases		- 270,274.00
Foreign Issues Purchases		- 215,911.00
Mutual Fund Purchases		- 556,993.55
Cash Equivalent Sales		807,908.50
Mutual Fund Sales		291,181.22
Other Earnings		.11
Total Investment Activity		4,340.43
Plan Expenses		
Trust Fees		- 2,336.31
Total Plan Expenses		- 2,336.31
Other Activity		
Transfers Out		- 2,104.00
Total Other Activity		- 2,104.00
Net Change In Cash		- 99.88
Ending Cash		1,382.37

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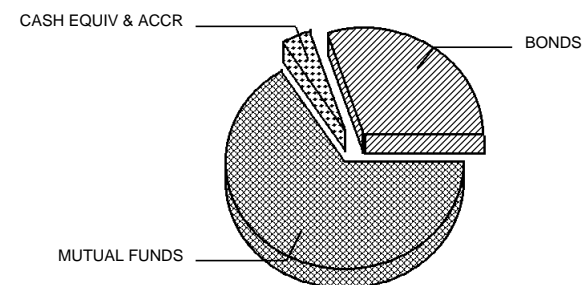
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ASSET SUMMARY

ASSETS	01/31/2021 MARKET	01/31/2021 BOOK VALUE	% OF MARKET
Cash And Equivalents	132,226.04	132,226.04	1.31
Corporate Issues	2,858,436.75	2,776,176.50	28.26
Foreign Issues	213,296.00	215,911.00	2.11
Mutual Funds-Equity	6,101,725.73	4,766,722.88	60.32
Mutual Funds-Fixed Income	779,553.08	755,849.65	7.71
Total Assets	10,085,237.60	8,646,886.07	99.71
Accrued Income	29,722.91	29,722.91	0.29
Grand Total	10,114,960.51	8,676,608.98	100.00

Estimated Annual Income 184,983.62



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	130,843.670	130,843.67 1.0000	130,843.67	.00 .00	7.17	0.03
Total Money Markets	130,843.670	130,843.67	130,843.67	.00 .00	7.17	0.02
Cash						
Cash		1,382.37	1,382.37			
Total Cash	.000	1,382.37	1,382.37	.00 .00	.00	0.00
Total Cash And Equivalents	130,843.670	132,226.04	132,226.04	.00 .00	7.17	0.02
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	174,178.50 116.1190	165,376.50	8,802.00 - 1,281.00	2,656.25	3.66
Apple Inc 2.850% 2/23/23 Standard & Poors Rating: AA+ Moody's Rating: Aa1 037833BU3 Asset Minor Code 28	150,000.000	157,578.00 105.0520	158,403.00	- 825.00 58.50	1,876.25	2.71

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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	110,022.00 110.0220	110,797.00	- 775.00 - 775.00	70.98	2.90
Capital One 3.800% 1/31/28 Standard & Poors Rating: BBB Moody's Rating: Baa1 14040HBW4 Asset Minor Code 28	200,000.000	227,758.00 113.8790	228,776.00	- 1,018.00 - 2,722.00	3,821.11	3.34
Cisco Systems Inc 2.900% 3/04/21 Standard & Poors Rating: AA- Moody's Rating: A1 17275RAP7 Asset Minor Code 28	200,000.000	200,484.00 100.2420	207,884.00	- 7,400.00 - 346.00	2,368.33	2.89
Coca Cola Co The 2.250% 9/01/26 Standard & Poors Rating: A+ Moody's Rating: A1 191216BZ2 Asset Minor Code 28	150,000.000	161,863.50 107.9090	152,353.50	9,510.00 - 906.00	1,406.25	2.09
Exxon Mobil Corp 2.709% 3/06/25 Standard & Poors Rating: AA Moody's Rating: Aa1 30231GAF9 Asset Minor Code 28	100,000.000	107,217.00 107.2170	102,857.00	4,360.00 - 750.00	1,091.13	2.53
Huntington 2.625% 8/06/24 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 446150AQ7 Asset Minor Code 28	50,000.000	53,299.00 106.5980	50,542.50	2,756.50 - 132.50	638.02	2.46
Intercontinental 3.750% 12/01/25 Standard & Poors Rating: BBB+ Moody's Rating: A3 45866FAD6 Asset Minor Code 28	100,000.000	113,019.00 113.0190	104,231.00	8,788.00 - 481.00	625.00	3.32

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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
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	78,666.00 104.8880	74,970.75	3,695.25 - 185.25	410.63	2.57
Keycorp Mtn 2.250% 4/06/27 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 49326EEK5 Asset Minor Code 28	150,000.000	159,759.00 106.5060	159,477.00	282.00 282.00	1,078.13	2.11
Kimberly Clark Corp 2.750% 2/15/26 Standard & Poors Rating: A Moody's Rating: A2 494368BU6 Asset Minor Code 28	100,000.000	110,159.00 110.1590	103,111.00	7,048.00 - 561.00	1,268.06	2.50
Mondelez 3.625% 2/13/26 Standard & Poors Rating: BBB Moody's Rating: Baa1 609207AR6 Asset Minor Code 28	75,000.000	84,454.50 112.6060	80,224.50	4,230.00 - 606.75	1,268.75	3.22
Nike Inc 2.375% 11/01/26 Standard & Poors Rating: AA- Moody's Rating: A1 654106AF0 Asset Minor Code 28	150,000.000	162,517.50 108.3450	144,841.00	17,676.50 - 1,536.00	890.63	2.19
Pnc Financial 3.500% 1/23/24 Standard & Poors Rating: A- Moody's Rating: A3 693475AV7 Asset Minor Code 28	100,000.000	108,766.00 108.7660	105,422.00	3,344.00 - 221.00	77.78	3.22
Pepsico Inc 2.750% 4/30/25 Standard & Poors Rating: A+ Moody's Rating: A1 713448CT3 Asset Minor Code 28	75,000.000	81,222.75 108.2970	73,932.75	7,290.00 - 414.75	521.35	2.54

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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
Stryker Corp 3.375% 11/01/25 Standard & Poors Rating: A- Moody's Rating: Baa1 863667AH4 Asset Minor Code 28	100,000.000	111,281.00 111.2810	100,401.00	10,880.00 - 276.00	843.75	3.03
Suntrust Banks Inc 2.700% 1/27/22 Standard & Poors Rating: A- Moody's Rating: A3 867914BM4 Asset Minor Code 28	100,000.000	102,230.00 102.2300	100,346.00	1,884.00 - 130.00	30.00	2.64
Verizon 5.150% 9/15/23 Standard & Poors Rating: BBB+ Moody's Rating: Baa1 92343VBR4 Asset Minor Code 28	200,000.000	224,270.00 112.1350	230,048.00	- 5,778.00 - 1,098.00	3,891.11	4.59
Wells Fargo Mtn 3.300% 9/09/24 Standard & Poors Rating: BBB+ Moody's Rating: A2 94974BGA2 Asset Minor Code 28	100,000.000	109,242.00 109.2420	103,890.00	5,352.00 - 279.00	1,301.67	3.02
Zimmer Holdings Inc 3.550% 4/01/25 Standard & Poors Rating: BBB Moody's Rating: Baa3 98956PAF9 Asset Minor Code 28	200,000.000	220,450.00 110.2250	218,292.00	2,158.00 - 468.00	2,366.67	3.22
Total Corporate Issues	2,625,000.000	2,858,436.75	2,776,176.50	82,260.25 - 12,828.75	28,501.85	2.97
Foreign Issues						
Enbridge Inc 3.125% 11/15/29 Standard & Poors Rating: BBB+ Moody's Rating: Baa2 29250NAZ8 Asset Minor Code 35	100,000.000	107,990.00 107.9900	109,497.00	- 1,507.00 - 1,507.00	659.72	2.89

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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
Shell International 2.375% 11/07/29 Standard & Poors Rating: AA- Moody's Rating: Aa2 822582CD2 Asset Minor Code 35	100,000.000	105,306.00 105.3060	106,414.00	- 1,108.00 - 1,108.00	554.17	2.26
Total Foreign Issues	200,000.000	213,296.00	215,911.00	- 2,615.00 - 2,615.00	1,213.89	2.57

Mutual Funds

Mutual Funds-Equity

Columbia Contrarian Core Fund 19766M709 Asset Minor Code 98	21,824.365	670,008.01 30.7000	518,641.16	151,366.85 - 10,735.81	.00	0.89
Dfa Large Cap Intl Port. 233203868 Asset Minor Code 98	12,492.534	308,815.44 24.7200	256,968.75	51,846.69 - 5,740.08	.00	1.90
Dodge & Cox International Stock Fund 256206103 Asset Minor Code 98	4,540.438	196,964.20 43.3800	161,318.45	35,645.75 - 2,770.59	.00	1.87
Dodge & Cox Stock Fund 256219106 Asset Minor Code 98	2,586.518	496,947.70 192.1300	439,350.10	57,597.60 - 2,119.68	.00	1.75
Harbor Capital Appreciaton CI R 411512528 Asset Minor Code 98	3,483.195	358,838.75 103.0200	245,448.99	113,389.76 - 4,258.32	.00	0.00
Hartford Schroders Emerging Markets 41665X859 Asset Minor Code 98	24,336.926	513,022.40 21.0800	341,895.27	171,127.13 10,909.80	.00	0.90
Ishares S P 500 Value Etf 464287408 Asset Minor Code 94	1,596.000	201,064.08 125.9800	199,080.05	1,984.03 - 3,275.54	.00	2.40

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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
Ishares Russell Mid Cap Etf 464287499 Asset Minor Code 94	5,883.000	402,103.05 68.3500	268,015.75	134,087.30 - 4,970.33	.00	1.28
Mfs International Growth R6 552746356 Asset Minor Code 98	4,760.697	199,854.06 41.9800	136,706.33	63,147.73 - 6,221.66	.00	0.81
Price T Rowe Growth Stk Fd Inc 741479406 Asset Minor Code 98	3,795.192	369,272.18 97.3000	236,049.11	133,223.07 1,362.44	.00	0.71
Undiscovered Mgrs Behavioral Value 904504479 Asset Minor Code 98	6,701.328	440,746.34 65.7700	399,056.94	41,689.40 6,368.21	.00	0.97
Vanguard Growth & Income Adm Shs#593 921913208 Asset Minor Code 98	13,804.538	1,286,582.94 93.2000	986,976.37	299,606.57 - 47,552.47	.00	1.46
Vanguard Real Estate Etf 922908553 Asset Minor Code 94	2,525.000	214,524.00 84.9600	209,911.33	4,612.67 3,255.50	.00	3.92
Victory Rs Small Cap Growth Fund 92647Q363 Asset Minor Code 98	4,273.831	442,982.58 103.6500	367,304.28	75,678.30 - 827.09	.00	0.00
Total Mutual Funds-Equity	112,603.562	6,101,725.73	4,766,722.88	1,335,002.85 - 66,575.62	.00	1.22
Mutual Funds-Fixed Income						
P I M C O High Yield Fund Instl 693390841 Asset Minor Code 99	14,157.428	127,983.15 9.0400	128,079.14	- 95.99 - 560.32	.00	4.48
Vanguard Short Term Invnt Grade #539 922031836 Asset Minor Code 99	59,126.128	651,569.93 11.0200	627,770.51	23,799.42 - 591.26	.00	2.26

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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
Total Mutual Funds-Fixed Income	73,283.556	779,553.08	755,849.65	23,703.43 - 1,151.58	.00	2.62
Total Mutual Funds	185,887.118	6,881,278.81	5,522,572.53	1,358,706.28 - 67,727.20	.00	1.37
Total Assets	3,141,730.788	10,085,237.60	8,646,886.07	1,438,351.53 - 83,170.95	29,722.91	1.84
Accrued Income	.000	29,722.91	29,722.91			
Grand Total	3,141,730.788	10,114,960.51	8,676,608.98			

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								
130,843.670	First Am Govt Ob Fd CI Z 31846V567		02/01/21		15.61	7.17	15.61	7.17
Total Cash And Equivalents					15.61	7.17	15.61	7.17
Corporate Issues								
150,000.000	At T Inc 00206RDQ2	4.250%	3/01/27		2,125.00	531.25	.00	2,656.25
150,000.000	Apple Inc 037833BU3	2.850%	2/23/23		1,520.00	356.25	.00	1,876.25
100,000.000	Bank Of America Mtn 06051GHV4	3.194%	7/23/30		.00	177.45	106.47	70.98
200,000.000	Capital One 14040HBW4	3.800%	1/31/28		3,187.78	633.33	.00	3,821.11
200,000.000	Cisco Systems Inc 17275RAP7	2.900%	3/04/21		1,885.00	483.33	.00	2,368.33
150,000.000	Coca Cola Co The 191216BZ2	2.250%	9/01/26		1,125.00	281.25	.00	1,406.25
100,000.000	Exxon Mobil Corp 30231GAF9	2.709%	3/06/25		865.38	225.75	.00	1,091.13
50,000.000	Huntington 446150AQ7	2.625%	8/06/24		528.65	109.37	.00	638.02
100,000.000	Intercontinental 45866FAD6	3.750%	12/01/25		312.50	312.50	.00	625.00
75,000.000	Jp Morgan Chase Co 46625HRL6	2.700%	5/18/23		241.88	168.75	.00	410.63
150,000.000	Keycorp Mtn 49326EEK5	2.250%	4/06/27		.00	178.13	- 900.00	1,078.13

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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
100,000.000	Kimberly Clark Corp 2.750% 2/15/26 494368BU6				1,038.89	229.17	.00	1,268.06
75,000.000	Mondelez 3.625% 2/13/26 609207AR6				1,042.19	226.56	.00	1,268.75
150,000.000	Nike Inc 2.375% 11/01/26 654106AF0				593.75	296.88	.00	890.63
100,000.000	Pnc Financial 3.500% 1/23/24 693475AV7				1,536.11	291.67	1,750.00	77.78
75,000.000	Pepsico Inc 2.750% 4/30/25 713448CT3				349.48	171.87	.00	521.35
100,000.000	Stryker Corp 3.375% 11/01/25 863667AH4				562.50	281.25	.00	843.75
100,000.000	Suntrust Banks Inc 2.700% 1/27/22 867914BM4				1,155.00	225.00	1,350.00	30.00
200,000.000	Verizon 5.150% 9/15/23 92343VBR4				3,032.78	858.33	.00	3,891.11
100,000.000	Wells Fargo Mtn 3.300% 9/09/24 94974BGA2				1,026.67	275.00	.00	1,301.67
200,000.000	Zimmer Holdings Inc 3.550% 4/01/25 98956PAF9				1,775.00	591.67	.00	2,366.67
Total Corporate Issues					23,903.56	6,904.76	2,306.47	28,501.85
Foreign Issues								
100,000.000	Enbridge Inc 3.125% 11/15/29 29250NAZ8				.00	173.61	- 486.11	659.72
100,000.000	Shell International 2.375% 11/07/29 822582CD2				.00	125.35	- 428.82	554.17
Total Foreign Issues					.00	298.96	- 914.93	1,213.89

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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
Mutual Funds-Fixed Income								
14,157.428	P I M C O High Yield Fund Instl 693390841		01/29/21	0.41	.00	416.60	416.60	.00
59,126.128	Vanguard Short Term Invt Grade #539 922031836	05/29/20	01/29/21	0.25	.00	965.77	965.77	.00
Total Mutual Funds-Fixed Income					.00	1,382.37	1,382.37	.00
Grand Total					23,919.17	8,593.26	2,789.52	29,722.91

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INVESTMENT ACTIVITY

DATE	DESCRIPTION	CASH
Interest		
Bank Of America Mtn 3.194% 7/23/30		
06051Ghv4		
01/11/2021	Paid Accrued Interest On Purchase Of Bank Of America Mtn 3.194% 7/23/30 Income Debit 1,490.53- USD	- 1,490.53
01/25/2021	Bank Of America Mtn 3.194% 7/23/30 0.01597 USD/\$1 Pv On 100,000 Par Value Due 1/23/21	1,597.00
Total Bank Of America Mtn 3.194% 7/23/30		106.47
Enbridge Inc 3.125% 11/15/29		
29250Naz8		
01/11/2021	Paid Accrued Interest On Purchase Of Enbridge Inc 3.125% 11/15/29 Income Debit 486.11- USD	- 486.11
First Am Govt Ob Fd CI Z		
31846V567		
01/04/2021	Interest From 12/1/20 To 12/31/20	15.61
Keycorp Mtn 2.250% 4/06/27		
49326Eek5		
01/12/2021	Paid Accrued Interest On Purchase Of Keycorp Mtn 2.250% 4/06/27 Income Debit 900.00- USD	- 900.00
Pnc Financial 3.500% 1/23/24		
693475Av7		
01/25/2021	Pnc Financial 3.500% 1/23/24 0.0175 USD/\$1 Pv On 100,000 Par Value Due 1/23/21	1,750.00
Shell International 2.375% 11/07/29		
822582CD2		

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INVESTMENT ACTIVITY (continued)

DATE	DESCRIPTION	CASH
01/12/2021	Paid Accrued Interest On Purchase Of Shell International 2.375% 11/07/29 Income Debit 428.82- USD	- 428.82
Suntrust Banks Inc 2.700% 1/27/22 867914Bm4		
01/27/2021	Suntrust Banks Inc 2.700% 1/27/22 0.0135 USD/\$1 Pv On 100,000 Par Value Due 1/27/21	1,350.00
Total Interest		1,407.15
Dividends		
P I M C O High Yield Fund Instl 693390841		
01/31/2021	Dividend From 1/1/21 To 1/31/21	416.60
Vanguard Short Term Invst Grade #539 922031836		
01/31/2021	Dividend	965.77
Total Dividends		1,382.37
Other Earnings		
Interest-Bank Compensation		
01/27/2021	Income Payments Interest Earned On Income Payments	.11
Total Other Earnings		.11

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PLAN EXPENSES

DATE	DESCRIPTION	CASH
Trust Fees		
Trust Fees		
01/27/2021	Collected Charged For Period 12/01/2020 Thru 12/31/2020	- 2,336.31
Total Trust Fees		- 2,336.31
Total Trust Fees		- 2,336.31
Total Plan Expenses		- 2,336.31

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OTHER ACTIVITY

DATE	DESCRIPTION	CASH
Transfers Out		
Transfer To Another Account		
01/28/2021	Paid To # 6746050100 Per Directive Dated 01/27/2021	- 2,104.00
Total Transfer To Another Account		- 2,104.00
Total Transfers Out		- 2,104.00
Total Other Activity		- 2,104.00

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PURCHASES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Cash And Equivalents					
01/05/2021	Purchased 1,497.86 Units Of First Am Govt Ob Fd CI Z Trade Date 1/5/21 31846V567	1,497.860	.00	- 1,497.86	1,497.86
01/13/2021	Purchased 44,271.65 Units Of First Am Govt Ob Fd CI Z Trade Date 1/13/21 31846V567	44,271.650	.00	- 44,271.65	44,271.65
01/14/2021	Purchased 5,243.75 Units Of First Am Govt Ob Fd CI Z Trade Date 1/14/21 31846V567	5,243.750	.00	- 5,243.75	5,243.75
01/25/2021	Purchased 3,347 Units Of First Am Govt Ob Fd CI Z Trade Date 1/25/21 31846V567	3,347.000	.00	- 3,347.00	3,347.00
01/28/2021	Purchased 0.11 Units Of First Am Govt Ob Fd CI Z Trade Date 1/28/21 31846V567	.110	.00	- .11	.11
Total First Am Govt Ob Fd CI Z		54,360.370	.00	- 54,360.37	54,360.37
Total Cash And Equivalents		54,360.370	.00	- 54,360.37	54,360.37

Corporate Issues

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
01/07/2021	Purchased 100,000 Par Value Of Bank Of America Mtn 3.194% 7/23/30 Trade Date 1/7/21 Purchased Through Rbc Capital Markets, LLC Swift External Ref#: 8100702112962721 100,000 Par Value At 110.797 % 06051GHV4	100,000.000	.00	- 110,797.00	110,797.00
Total Bank Of America Mtn 3.194% 7/23/30		100,000.000	.00	- 110,797.00	110,797.00
01/08/2021	Purchased 150,000 Par Value Of Keycorp Mtn 2.250% 4/06/27 Trade Date 1/8/21 Purchased Through Deutsche Bank Securities, Inc. Swift External Ref#: 8100802112969031 150,000 Par Value At 106.318 % 49326EEK5	150,000.000	.00	- 159,477.00	159,477.00
Total Keycorp Mtn 2.250% 4/06/27		150,000.000	.00	- 159,477.00	159,477.00
Total Corporate Issues		250,000.000	.00	- 270,274.00	270,274.00
Foreign Issues					
01/07/2021	Purchased 100,000 Par Value Of Enbridge Inc 3.125% 11/15/29 Trade Date 1/7/21 Purchased Through Millennium Advisors, LLC Swift External Ref#: 8100702112962723 100,000 Par Value At 109.497 % 29250NAZ8	100,000.000	.00	- 109,497.00	109,497.00
Total Enbridge Inc 3.125% 11/15/29		100,000.000	.00	- 109,497.00	109,497.00

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
01/08/2021	Purchased 100,000 Par Value Of Shell International 2.375% 11/07/29 Trade Date 1/8/21 Purchased Through Goldman Sachs & Co. LLC Swift External Ref#: 8100802112968290 100,000 Par Value At 106.414 % 822582CD2	100,000.000	.00	- 106,414.00	106,414.00
Total Shell International 2.375% 11/07/29		100,000.000	.00	- 106,414.00	106,414.00
Total Foreign Issues		200,000.000	.00	- 215,911.00	215,911.00
Mutual Funds-Equity					
01/05/2021	Purchased 1,656.148 Shares Of Columbia Contrarian Core Fund Trade Date 1/5/21 1,656.148 Shares At 30.98 USD 19766M709	1,656.148	.00	- 51,307.45	51,307.45
Total Columbia Contrarian Core Fund		1,656.148	.00	- 51,307.45	51,307.45
01/12/2021	Purchased 248.477 Shares Of Dfa Large Cap Intl Port. Trade Date 1/12/21 248.477 Shares At 25.72 USD 233203868	248.477	.00	- 6,390.82	6,390.82
Total Dfa Large Cap Intl Port.		248.477	.00	- 6,390.82	6,390.82
01/05/2021	Purchased 123.676 Shares Of Dodge & Cox International Stock Fund Trade Date 1/5/21 123.676 Shares At 44.39 USD 256206103	123.676	.00	- 5,489.97	5,489.97

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
01/12/2021	Purchased 46.39 Shares Of Dodge & Cox International Stock Fund Trade Date 1/12/21 46.39 Shares At 45.93 USD 256206103	46.390	.00	- 2,130.69	2,130.69
Total Dodge & Cox International Stock Fund		170.066	.00	- 7,620.66	7,620.66
01/05/2021	Purchased 118.352 Shares Of Dodge & Cox Stock Fund Trade Date 1/5/21 118.352 Shares At 192.96 USD 256219106	118.352	.00	- 22,837.20	22,837.20
Total Dodge & Cox Stock Fund		118.352	.00	- 22,837.20	22,837.20
01/05/2021	Purchased 274.863 Shares Of Harbor Capital Appreciaton CI R Trade Date 1/5/21 274.863 Shares At 103.99 USD 411512528	274.863	.00	- 28,582.97	28,582.97
01/12/2021	Purchased 62.534 Shares Of Harbor Capital Appreciaton CI R Trade Date 1/12/21 62.534 Shares At 105.48 USD 411512528	62.534	.00	- 6,596.12	6,596.12
Total Harbor Capital Appreciaton CI R		337.397	.00	- 35,179.09	35,179.09
01/12/2021	Purchased 181.885 Shares Of Mfs International Growth R6 Trade Date 1/12/21 181.885 Shares At 43.39 USD 552746356	181.885	.00	- 7,891.98	7,891.98

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Mfs International Growth R6		181.885	.00	- 7,891.98	7,891.98
01/05/2021	Purchased 83.826 Shares Of Price T Rowe Growth Stk Fd Inc Trade Date 1/5/21 83.826 Shares At 96.01 USD 741479406	83.826	.00	- 8,048.11	8,048.11
01/12/2021	Purchased 95.244 Shares Of Price T Rowe Growth Stk Fd Inc Trade Date 1/12/21 95.244 Shares At 96.28 USD 741479406	95.244	.00	- 9,170.12	9,170.12
Total Price T Rowe Growth Stk Fd Inc		179.070	.00	- 17,218.23	17,218.23
01/05/2021	Purchased 2,024.504 Shares Of Undiscovered Mgrs Behavioral Value Trade Date 1/5/21 2,024.504 Shares At 65.02 USD 904504479	2,024.504	.00	- 131,633.27	131,633.27
Total Undiscovered Mgrs Behavioral Value		2,024.504	.00	- 131,633.27	131,633.27
01/05/2021	Purchased 1,248 Shares Of Vanguard Real Estate Etf Trade Date 1/5/21 Purchased Through J.P. Morgan Securities LLC 1,248 Shares At 82.5677 USD 922908553	1,248.000	43.68	- 103,088.17	103,088.17

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
01/12/2021	Purchased 89 Shares Of Vanguard Real Estate Etf Trade Date 1/12/21 Purchased Through J.P. Morgan Securities LLC 89 Shares At 81.8019 USD 922908553	89.000	3.12	- 7,283.49	7,283.49
Total Vanguard Real Estate Etf		1,337.000	46.80	- 110,371.66	110,371.66
01/05/2021	Purchased 1,397.541 Shares Of Victory Rs Small Cap Growth Fund Trade Date 1/5/21 1,397.541 Shares At 102.61 USD 92647Q363	1,397.541	.00	- 143,401.67	143,401.67
Total Victory Rs Small Cap Growth Fund		1,397.541	.00	- 143,401.67	143,401.67
Total Mutual Funds-Equity		7,650.440	46.80	- 533,852.03	533,852.03
Mutual Funds-Fixed Income					
01/05/2021	Purchased 2,250.453 Shares Of P I M C O High Yield Fund Instl Trade Date 1/5/21 2,250.453 Shares At 9.08 USD 693390841	2,250.453	.00	- 20,434.11	20,434.11
01/12/2021	Purchased 298.831 Shares Of P I M C O High Yield Fund Instl Trade Date 1/12/21 298.831 Shares At 9.06 USD 693390841	298.831	.00	- 2,707.41	2,707.41
Total P I M C O High Yield Fund Instl		2,549.284	.00	- 23,141.52	23,141.52

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PURCHASES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	CASH	BOOK VALUE
Total Mutual Funds-Fixed Income		2,549.284	.00	- 23,141.52	23,141.52
Total Purchases		514,560.094	46.80	- 1,097,538.92	1,097,538.92

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SALES AND MATURITIES

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Cash And Equivalents						
01/06/2021	Sold 250,040.94 Units Of First Am Govt Ob Fd CI Z Trade Date 1/6/21 31846V567	- 250,040.940	.00	250,040.94	- 250,040.94	.00
01/07/2021	Sold 103,088.17 Units Of First Am Govt Ob Fd CI Z Trade Date 1/7/21 31846V567	- 103,088.170	.00	103,088.17	- 103,088.17	.00
01/11/2021	Sold 222,270.64 Units Of First Am Govt Ob Fd CI Z Trade Date 1/11/21 31846V567	- 222,270.640	.00	222,270.64	- 222,270.64	.00
01/12/2021	Sold 229,418.44 Units Of First Am Govt Ob Fd CI Z Trade Date 1/12/21 31846V567	- 229,418.440	.00	229,418.44	- 229,418.44	.00
01/27/2021	Sold 986.31 Units Of First Am Govt Ob Fd CI Z Trade Date 1/27/21 31846V567	- 986.310	.00	986.31	- 986.31	.00
01/28/2021	Sold 2,104 Units Of First Am Govt Ob Fd CI Z Trade Date 1/28/21 31846V567	- 2,104.000	.00	2,104.00	- 2,104.00	.00
Total First Am Govt Ob Fd CI Z		- 807,908.500	.00	807,908.50	- 807,908.50	.00
Total Cash And Equivalents		- 807,908.500	.00	807,908.50	- 807,908.50	.00

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PARS/CITY OF BREA 115P PEN
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Period from January 1, 2021 to January 31, 2021

SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
Mutual Funds-Equity						
01/12/2021	Sold 189.555 Shares Of Columbia Contrarian Core Fund Trade Date 1/12/21 189.555 Shares At 31.68 USD 19766M709	- 189.555	.00	6,005.10	- 4,504.65	1,500.45
Total Columbia Contrarian Core Fund		- 189.555	.00	6,005.10	- 4,504.65	1,500.45
01/11/2021	Sold 371.534 Shares Of Dfa Large Cap Intl Port. Trade Date 1/11/21 371.534 Shares At 25.57 USD 233203868	- 371.534	.00	9,500.12	- 7,603.54	1,896.58
Total Dfa Large Cap Intl Port.		- 371.534	.00	9,500.12	- 7,603.54	1,896.58
01/11/2021	Sold 136.368 Shares Of Dodge & Cox International Stock Fund Trade Date 1/11/21 136.368 Shares At 45.47 USD 256206103	- 136.368	.00	6,200.65	- 4,830.41	1,370.24
Total Dodge & Cox International Stock Fund		- 136.368	.00	6,200.65	- 4,830.41	1,370.24
01/12/2021	Sold 42.3 Shares Of Dodge & Cox Stock Fund Trade Date 1/12/21 42.3 Shares At 204.69 USD 256219106	- 42.300	.00	8,658.38	- 7,185.15	1,473.23
Total Dodge & Cox Stock Fund		- 42.300	.00	8,658.38	- 7,185.15	1,473.23

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
01/11/2021	Sold 751.158 Shares Of Hartford Schroders Emerging Markets Trade Date 1/11/21 751.158 Shares At 21.40 USD 41665X859	- 751.158	.00	16,074.78	- 10,552.58	5,522.20
01/12/2021	Sold 417.798 Shares Of Hartford Schroders Emerging Markets Trade Date 1/12/21 417.798 Shares At 21.52 USD 41665X859	- 417.798	.00	8,991.01	- 5,869.40	3,121.61
Total Hartford Schroders Emerging Markets		- 1,168.956	.00	25,065.79	- 16,421.98	8,643.81
01/12/2021	Sold 165 Shares Of Ishares Russell Mid Cap Etf Trade Date 1/12/21 Sold Through Evercore Isi Paid 5.78 USD Brokerage Paid 0.26 USD Sec Fee 165 Shares At 71.1777 USD 464287499	- 165.000	5.78	11,738.28	- 7,517.02	4,221.26
Total Ishares Russell Mid Cap Etf		- 165.000	5.78	11,738.28	- 7,517.02	4,221.26
01/12/2021	Sold 6 Shares Of Ishares S P 500 Value Etf Trade Date 1/12/21 Sold Through Evercore Isi Paid 0.21 USD Brokerage Paid 0.02 USD Sec Fee 6 Shares At 131.5321 USD 464287408	- 6.000	.21	788.96	- 748.42	40.54
Total Ishares S P 500 Value Etf		- 6.000	.21	788.96	- 748.42	40.54

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
01/05/2021	Sold 70.538 Shares Of Mfs International Growth R6 Trade Date 1/5/21 70.538 Shares At 43.04 USD 552746356	- 70.538	.00	3,035.96	- 1,984.42	1,051.54
01/11/2021	Sold 138.94 Shares Of Mfs International Growth R6 Trade Date 1/11/21 138.94 Shares At 43.37 USD 552746356	- 138.940	.00	6,025.83	- 3,908.76	2,117.07
Total Mfs International Growth R6		- 209.478	.00	9,061.79	- 5,893.18	3,168.61
01/12/2021	Sold 373.09 Shares Of Undiscovered Mgrs Behavioral Value Trade Date 1/12/21 373.09 Shares At 70.56 USD 904504479	- 373.090	.00	26,325.23	- 22,217.11	4,108.12
Total Undiscovered Mgrs Behavioral Value		- 373.090	.00	26,325.23	- 22,217.11	4,108.12
01/05/2021	Sold 1,703.617 Shares Of Vanguard Growth & Income Adm Shs#593 Trade Date 1/5/21 1,703.617 Shares At 93.13 USD 921913208	- 1,703.617	.00	158,657.85	- 121,802.68	36,855.17
01/12/2021	Sold 113.115 Shares Of Vanguard Growth & Income Adm Shs#593 Trade Date 1/12/21 113.115 Shares At 95.27 USD 921913208	- 113.115	.00	10,776.47	- 8,087.33	2,689.14
Total Vanguard Growth & Income Adm Shs#593		- 1,816.732	.00	169,434.32	- 129,890.01	39,544.31

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SALES AND MATURITIES (continued)

DATE	DESCRIPTION	SHARES/ FACE AMOUNT	COMMISSION	TRANSACTION PROCEEDS	BOOK VALUE	REALIZED GAIN/LOSS
01/12/2021	Sold 168.337 Shares Of Victory Rs Small Cap Growth Fund Trade Date 1/12/21 168.337 Shares At 109.32 USD 92647Q363	- 168.337	.00	18,402.60	- 14,467.32	3,935.28
Total Victory Rs Small Cap Growth Fund		- 168.337	.00	18,402.60	- 14,467.32	3,935.28
Total Mutual Funds-Equity		- 4,647.350	5.99	291,181.22	- 221,278.79	69,902.43
Total Sales And Maturities		- 812,555.850	5.99	1,099,089.72	- 1,029,187.29	69,902.43

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			
31 to 60 Days			
Cisco Systems Inc 2.900% 3/04/21	200,000.00	200,484.00	100.00
Total 31 to 60 Days	200,000.00	200,484.00	100.00
Total	200,000.00	200,484.00	100.00

MATURITY SUMMARY

2021	200,000.00	200,484.00	6.53
2022	100,000.00	102,230.00	3.33
2023	425,000.00	460,514.00	15.00
2024	250,000.00	271,307.00	8.84
2025	575,000.00	633,189.75	20.61
2026	475,000.00	518,994.50	16.89
2027	300,000.00	333,937.50	10.87
2028	200,000.00	227,758.00	7.41
2029	200,000.00	213,296.00	6.94
2030	100,000.00	110,022.00	3.58
Total	2,825,000.00	3,071,732.75	100.00

MOODY'S RATING

Aa1	250,000.00	264,795.00	8.61
Aa2	100,000.00	105,306.00	3.43
A1	575,000.00	606,087.75	19.73
A2	375,000.00	408,089.00	13.29
A3	300,000.00	324,015.00	10.55
Baa1	775,000.00	860,821.50	28.02
Baa2	250,000.00	282,168.50	9.19
Baa3	200,000.00	220,450.00	7.18
Total	2,825,000.00	3,071,732.75	100.00

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BOND SUMMARY (continued)

		PERCENTAGE OF	
		PAR VALUE	MARKET VALUE CATEGORY
S&P RATING			
AA+	150,000.00	157,578.00	5.13
AA	100,000.00	107,217.00	3.49
AA-	450,000.00	468,307.50	15.25
A+	225,000.00	243,086.25	7.91
A	100,000.00	110,159.00	3.59
A-	475,000.00	510,965.00	16.63
BBB+	700,000.00	767,579.00	24.99
BBB	625,000.00	706,841.00	23.01
Total		2,825,000.00	3,071,732.75 100.00

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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	105.0520	157,578.00	158,403.00	- 825.00	0.39
Exxon Mobil Corp 2.709% 3/06/25 Next Call Date 12/06/2024 30231GAF9 Standard & Poors Rating: AA	100,000.000	107.2170	107,217.00	102,857.00	4,360.00	0.91
Total Aa1 Bonds			264,795.00	261,260.00	3,535.00	
Aa2 Bonds						
Shell International 2.375% 11/07/29 Next Call Date 08/07/2029 822582CD2 Standard & Poors Rating: AA-	100,000.000	105.3060	105,306.00	106,414.00	- 1,108.00	1.72
A1 Bonds						
Cisco Systems Inc 2.900% 3/04/21 17275RAP7 Standard & Poors Rating: AA-	200,000.000	100.2420	200,484.00	207,884.00	- 7,400.00	0.26
Coca Cola Co The 2.250% 9/01/26 191216BZ2 Standard & Poors Rating: A+	150,000.000	107.9090	161,863.50	152,353.50	9,510.00	0.80
Nike Inc 2.375% 11/01/26 Next Call Date 09/01/2026 654106AF0 Standard & Poors Rating: AA-	150,000.000	108.3450	162,517.50	144,841.00	17,676.50	0.88
Pepsico Inc 2.750% 4/30/25 Next Call Date 01/30/2025 713448CT3 Standard & Poors Rating: A+	75,000.000	108.2970	81,222.75	73,932.75	7,290.00	0.76

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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
Total A1 Bonds			606,087.75	579,011.25	27,076.50	
A2 Bonds						
Bank Of America Mtn 3.194% 7/23/30 Next Call Date 07/23/2029 06051GHV4 Standard & Poors Rating: A-	100,000.000	110.0220	110,022.00	110,797.00	- 775.00	2.03
Jp Morgan Chase Co 2.700% 5/18/23 Next Call Date 03/18/2023 46625HRL6 Standard & Poors Rating: A-	75,000.000	104.8880	78,666.00	74,970.75	3,695.25	0.56
Kimberly Clark Corp 2.750% 2/15/26 494368BU6 Standard & Poors Rating: A	100,000.000	110.1590	110,159.00	103,111.00	7,048.00	0.70
Wells Fargo Mtn 3.300% 9/09/24 94974BGA2 Standard & Poors Rating: BBB+	100,000.000	109.2420	109,242.00	103,890.00	5,352.00	0.70
Total A2 Bonds			408,089.00	392,768.75	15,320.25	
A3 Bonds						
Intercontinental 3.750% 12/01/25 Next Call Date 09/01/2025 45866FAD6 Standard & Poors Rating: BBB+	100,000.000	113.0190	113,019.00	104,231.00	8,788.00	0.99
Pnc Financial 3.500% 1/23/24 Next Call Date 12/23/2023 693475AV7 Standard & Poors Rating: A-	100,000.000	108.7660	108,766.00	105,422.00	3,344.00	0.53

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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
Suntrust Banks Inc 2.700% 1/27/22 Next Call Date 12/27/2021 867914BM4 Standard & Poors Rating: A-	100,000.000	102.2300	102,230.00	100,346.00	1,884.00	0.44
Total A3 Bonds			324,015.00	309,999.00	14,016.00	
Baa1 Bonds						
Capital One 3.800% 1/31/28 Next Call Date 12/31/2027 14040HBW4 Standard & Poors Rating: BBB	200,000.000	113.8790	227,758.00	228,776.00	- 1,018.00	1.69
Huntington 2.625% 8/06/24 Next Call Date 07/06/2024 446150AQ7 Standard & Poors Rating: BBB+	50,000.000	106.5980	53,299.00	50,542.50	2,756.50	0.72
Keycorp Mtn 2.250% 4/06/27 49326EEK5 Standard & Poors Rating: BBB+	150,000.000	106.5060	159,759.00	159,477.00	282.00	1.16
Mondelez 3.625% 2/13/26 Next Call Date 12/13/2025 609207AR6 Standard & Poors Rating: BBB	75,000.000	112.6060	84,454.50	80,224.50	4,230.00	1.05
Stryker Corp 3.375% 11/01/25 Next Call Date 08/01/2025 863667AH4 Standard & Poors Rating: A-	100,000.000	111.2810	111,281.00	100,401.00	10,880.00	0.94
Verizon 5.150% 9/15/23 92343VBR4 Standard & Poors Rating: BBB+	200,000.000	112.1350	224,270.00	230,048.00	- 5,778.00	0.49
Total Baa1 Bonds			860,821.50	849,469.00	11,352.50	

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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
Baa2 Bonds						
At T Inc 4.250% 3/01/27 Next Call Date 12/01/2026 00206RDQ2 Standard & Poors Rating: BBB	150,000.000	116.1190	174,178.50	165,376.50	8,802.00	1.47
Enbridge Inc 3.125% 11/15/29 Next Call Date 08/15/2029 29250NAZ8 Standard & Poors Rating: BBB+	100,000.000	107.9900	107,990.00	109,497.00	- 1,507.00	2.12
Total Baa2 Bonds			282,168.50	274,873.50	7,295.00	
Baa3 Bonds						
Zimmer Holdings Inc 3.550% 4/01/25 Next Call Date 01/01/2025 98956PAF9 Standard & Poors Rating: BBB	200,000.000	110.2250	220,450.00	218,292.00	2,158.00	1.04
GRAND TOTAL			3,071,732.75	2,992,087.50	79,645.25	

Glossary

Accretion - The accumulation of the value of a discounted bond until maturity.

Adjusted Prior Market Realized Gain/Loss - The difference between the proceeds and the Prior Market Value of the transaction.

Adjusted Prior Market Unrealized Gain/Loss - The difference between the Market Value and the Adjusted Prior Market Value.

Adjusted Prior Market Value - A figure calculated using the beginning Market Value for the fiscal year, adjusted for all asset related transactions during the period, employing an average cost methodology.

Amortization - The decrease in value of a premium bond until maturity.

Asset - Anything owned that has commercial exchange value. Assets may consist of specific property or of claims against others, in contrast to obligations due to others (liabilities).

Bond Rating - A measurement of a bond's quality based upon the issuer's financial condition. Ratings are assigned by independent rating services, such as Moody's, or S&P, and reflect their opinion of the issuer's ability to meet the scheduled interest and principal repayments for the bond.

Cash - Cash activity that includes both income and principal cash categories.

Change in Unrealized Gain/Loss - Also reported as Gain/Loss in Period in the Asset Detail section. This figure shows the market appreciation (depreciation) for the current period.

Cost Basis (Book Value) - The original price of an asset, normally the purchase price or appraised value at the time of acquisition. Book Value method maintains an average cost for each asset.

Cost Basis (Tax Basis) - The original price of an asset, normally the purchase price or appraised value at the time of acquisition. Tax Basis uses client determined methods such as Last-In-First-Out (LIFO), First-In-First-Out (FIFO), Average, Minimum Gain, and Maximum Gain.

Ending Accrual - (Also reported as Accrued Income) Income earned but not yet received, or expenses incurred but not yet paid, as of the end of the reporting period.

Estimated Annual Income - The amount of income a particular asset is anticipated to earn over the next year. The shares multiplied by annual income rate.

Estimated Current Yield - The annual rate of return on an investment expressed as a percentage. For stocks, yield is calculated by taking the annual dividend payments divided by the stock's current share price. For bonds, yield is calculated by the coupon rate divided by the bond's market price.

Ex-Dividend Date - (Also reported as Ex-Date) For stock trades, the person who owns the security on the ex-dividend date will earn the dividend, regardless of who currently owns the stock.

Income Cash - A category of cash comprised of ordinary earnings derived from investments, usually dividends and interest.

Market Value - The price per unit multiplied by the number of units.

Maturity Date - The date on which an obligation or note matures.

Payable Date - The date on which a dividend, mutual fund distribution, or interest on a bond will be made.

Principal Cash - A category of cash comprised of cash, deposits, cash withdrawals and the cash flows generated from purchases or sales of investments.

Realized Gain/Loss Calculation - The Proceeds less the Cost Basis of a transaction.

Settlement Date - The date on which a trade settles and cash or securities are credited or debited to the account.

Trade Date - The date a trade is legally entered into.

Unrealized Gain/Loss - The difference between the Market Value and Cost Basis at the end of the current period.

Yield on/at Market - The annual rate of return on an investment expressed as a percentage. For stocks, yield is calculated by the annual dividend payments divided by the stock's current share price. For bonds, yield is calculated by the coupon rate divided by the bond's market price.

The terms defined in this glossary are only for use when reviewing your account statement. Please contact your Relationship Manager with any questions.



Brea Lease Revenue Bonds, Reserve Account - Account #10129

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact **operations@chandlerasset.com**

Custodian

Bank of New York Mellon Trust Company
Jane Thang
(213) 553-4343

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.17
Average Coupon	1.66%
Average Purchase YTM	1.50%
Average Market YTM	0.19%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.21 yrs
Average Life	2.21 yrs

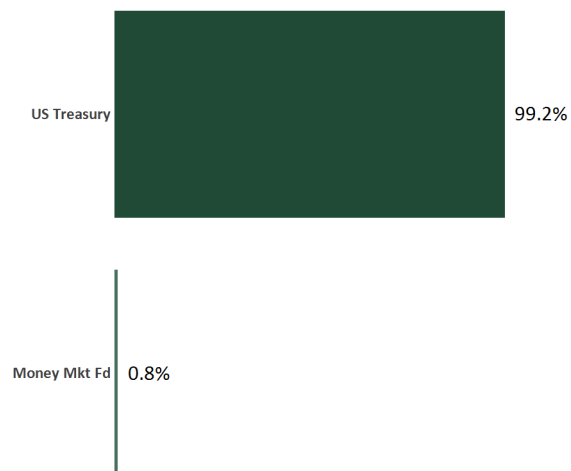
ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	262,412	261,897
Accrued Interest	882	1,247
Total Market Value	263,294	263,143
Income Earned	333	330
Cont/WD		0
Par	256,199	256,199
Book Value	256,149	256,114
Cost Value	258,167	258,167

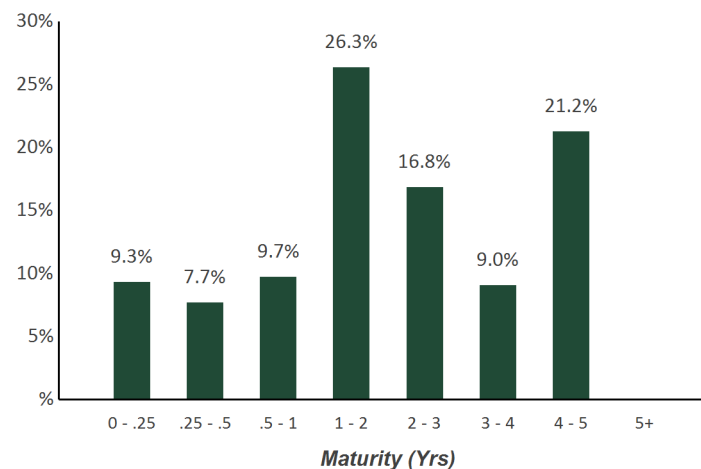
TOP ISSUERS

Government of United States	99.2%
Invesco Treasury Portfolio MMF	0.8%
Total	100.0%

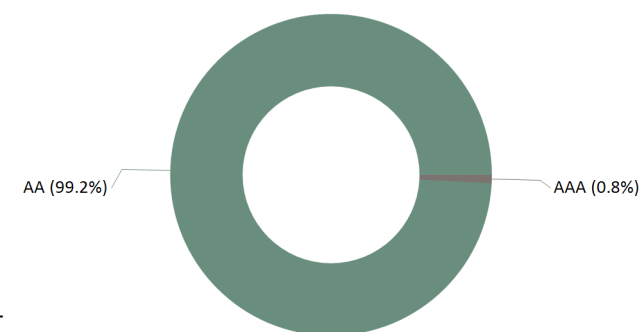
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	5/31/2010
Brea Lease Revenue Bonds, Reserve Account	-0.06%	0.04%	-0.06%	2.56%	3.51%	3.11%	1.79%	2.01%	2.16%
ICE BAML 3-Month US Treasury Bill Index	0.01%	0.03%	0.01%	0.54%	1.38%	1.57%	1.20%	0.64%	0.60%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$256,148.66
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$0.30	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$0.30
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	(\$34.54)	
		(\$34.54)
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$256,114.42

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$2,199.01
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$0.00	
Dividend Received	\$0.30	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$0.30	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$2,199.31



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
825252109	Invesco Treasury MMFD Private Class	2,199.31	Various 0.01%	2,199.31 2,199.31	1.00 0.01%	2,199.31 0.00	0.84% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		2,199.31	0.01%	2,199.31 2,199.31	0.01%	2,199.31 0.00	0.84% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828B90	US Treasury Note 2% Due 2/28/2021	22,000.00	08/24/2016 1.10%	22,868.90 22,014.24	100.14 0.15%	22,031.48 187.18	8.44% 17.24	Aaa / AA+ AAA	0.08 0.08
912828WN6	US Treasury Note 2% Due 5/31/2021	20,000.00	07/11/2016 1.01%	20,937.57 20,062.54	100.62 0.11%	20,124.22 69.23	7.67% 61.68	Aaa / AA+ AAA	0.33 0.33
912828F21	US Treasury Note 2.125% Due 9/30/2021	25,000.00	10/27/2016 1.38%	25,879.97 25,117.95	101.34 0.11%	25,333.98 180.98	9.70% 216.03	Aaa / AA+ AAA	0.66 0.66
912828J43	US Treasury Note 1.75% Due 2/28/2022	24,000.00	04/24/2017 1.84%	23,905.39 23,979.03	101.76 0.12%	24,421.87 178.67	9.35% 442.84	Aaa / AA+ AAA	1.08 1.06
912828L24	US Treasury Note 1.875% Due 8/31/2022	23,000.00	09/18/2017 1.84%	23,039.61 23,012.63	102.77 0.12%	23,636.09 183.46	9.05% 623.46	Aaa / AA+ AAA	1.58 1.55
912828N30	US Treasury Note 2.125% Due 12/31/2022	20,000.00	01/09/2018 2.31%	19,825.00 19,932.74	103.81 0.13%	20,761.72 37.57	7.90% 828.98	Aaa / AA+ AAA	1.92 1.88
9128284D9	US Treasury Note 2.5% Due 3/31/2023	22,000.00	06/13/2018 2.84%	21,669.14 21,851.10	105.11 0.13%	23,124.07 187.36	8.86% 1,272.97	Aaa / AA+ AAA	2.16 2.10
912828T91	US Treasury Note 1.625% Due 10/31/2023	20,000.00	02/21/2019 2.52%	19,214.84 19,540.46	104.01 0.16%	20,802.34 83.49	7.94% 1,261.88	Aaa / AA+ AAA	2.75 2.69
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	22,000.00	06/18/2019 1.84%	22,676.33 22,452.52	107.48 0.22%	23,644.85 118.51	9.03% 1,192.33	Aaa / AA+ AAA	3.29 3.16
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	16,000.00	12/30/2020 0.31%	15,955.63 15,956.51	99.56 0.35%	15,929.38 6.92	6.06% (27.13)	Aaa / AA+ AAA	4.33 4.30



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									
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	40,000.00	12/30/2020 0.38%	39,995.31 39,995.39	99.72 0.43%	39,887.52 13.26	15.16% (107.87)	Aaa / AA+ AAA	4.92 4.86
Total US Treasury		254,000.00	1.51%	255,967.69 253,915.11	0.20%	259,697.52 1,246.63	99.16% 5,782.41	Aaa / AA+ AAA	2.22 2.18
TOTAL PORTFOLIO		256,199.31	1.50%	258,167.00 256,114.42	0.19%	261,896.83 1,246.63	100.00% 5,782.41	Aaa / AA+ AAA	2.21 2.17
TOTAL MARKET VALUE PLUS ACCRUED						263,143.46			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/05/2021	825252109	0.30	Invesco Treasury MMFD Private Class	1.000	0.01%	0.30	0.00	0.30	0.00
Subtotal			0.30				0.30	0.00	0.30	0.00
TOTAL ACQUISITIONS			0.30				0.30	0.00	0.30	0.00
OTHER TRANSACTIONS										
Dividend	01/05/2021	825252109	2,199.01	Invesco Treasury MMFD Private Class	0.000		0.30	0.00	0.30	0.00
Subtotal			2,199.01				0.30	0.00	0.30	0.00
TOTAL OTHER TRANSACTIONS			2,199.01				0.30	0.00	0.30	0.00



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 22,000.00	21,845.25 0.00 0.00 21,851.10	140.52 0.00 187.36 46.84	5.85 0.00 5.85 52.69	52.69
912828B90	US Treasury Note 2% Due 02/28/2021	08/24/2016 08/25/2016 22,000.00	22,030.58 0.00 0.00 22,014.24	149.50 0.00 187.18 37.68	0.00 16.34 (16.34) 21.34	21.34
912828F21	US Treasury Note 2.125% Due 09/30/2021	10/27/2016 10/28/2016 25,000.00	25,133.12 0.00 0.00 25,117.95	135.73 0.00 180.98 45.25	0.00 15.17 (15.17) 30.08	30.08
912828J43	US Treasury Note 1.75% Due 02/28/2022	04/24/2017 04/26/2017 24,000.00	23,977.38 0.00 0.00 23,979.03	142.71 0.00 178.67 35.96	1.65 0.00 1.65 37.61	37.61
912828L24	US Treasury Note 1.875% Due 08/31/2022	09/18/2017 09/19/2017 23,000.00	23,013.31 0.00 0.00 23,012.63	146.53 0.00 183.46 36.93	0.00 0.68 (0.68) 36.25	36.25
912828N30	US Treasury Note 2.125% Due 12/31/2022	01/09/2018 01/10/2018 20,000.00	19,929.75 0.00 0.00 19,932.74	1.17 0.00 37.57 36.40	2.99 0.00 2.99 39.39	39.39
912828T91	US Treasury Note 1.625% Due 10/31/2023	02/21/2019 02/22/2019 20,000.00	19,526.24 0.00 0.00 19,540.46	55.66 0.00 83.49 27.83	14.22 0.00 14.22 42.05	42.05
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	06/18/2019 06/19/2019 22,000.00	22,464.22 0.00 0.00 22,452.52	71.41 0.00 118.51 47.10	0.00 11.70 (11.70) 35.40	35.40
912828WN6	US Treasury Note 2% Due 05/31/2021	07/11/2016 07/12/2016 20,000.00	20,078.83 0.00 0.00 20,062.54	35.16 0.00 69.23 34.07	0.00 16.29 (16.29) 17.78	17.78

Income Earned

As of January 31, 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
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	12/30/2020 12/31/2020 16,000.00	15,955.66 0.00 0.00 15,956.51	3.52 0.00 6.92 3.40	0.85 0.00 0.85 4.25	4.25
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	12/30/2020 12/31/2020 40,000.00	39,995.31 0.00 0.00 39,995.39	0.41 0.00 13.26 12.85	0.08 0.00 0.08 12.93	12.93
			253,949.65 0.00 0.00	882.32 0.00 1,246.63	25.64 60.18 (34.54)	
Total Fixed Income		254,000.00	253,915.11	364.31	329.77	329.77
CASH & EQUIVALENT						
825252109	Invesco Treasury MMFD Private Class	Various Various 2,199.31	2,199.01 0.30 0.00 2,199.31	0.00 0.30 0.00 0.30	0.00 0.00 0.00 0.30	0.30
			2,199.01 0.30 0.00	0.00 0.30 0.00	0.00 0.00 0.00	
Total Cash & Equivalent		2,199.31	2,199.31	0.30	0.30	0.30
			256,148.66 0.30 0.00	882.32 0.30 1,246.63	25.64 60.18 (34.54)	
TOTAL PORTFOLIO		256,199.31	256,114.42	364.61	330.07	330.07

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/28/2021	Interest	912828L24	23,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	215.63	215.63
02/28/2021	Interest	912828J43	24,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	210.00	210.00
02/28/2021	Maturity	912828B90	22,000.00	US Treasury Note 2% Due 2/28/2021	22,000.00	220.00	22,220.00
FEB 2021					22,000.00	645.63	22,645.63
03/31/2021	Interest	912828F21	25,000.00	US Treasury Note 2.125% Due 9/30/2021	0.00	265.63	265.63
03/31/2021	Interest	9128284D9	22,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	275.00	275.00
MAR 2021					0.00	540.63	540.63
04/30/2021	Interest	912828T91	20,000.00	US Treasury Note 1.625% Due 10/31/2023	0.00	162.50	162.50
APR 2021					0.00	162.50	162.50
05/15/2021	Interest	912828WJ5	22,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	275.00	275.00
05/31/2021	Interest	912828ZT0	16,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	20.00	20.00
05/31/2021	Maturity	912828WN6	20,000.00	US Treasury Note 2% Due 5/31/2021	20,000.00	200.00	20,200.00
MAY 2021					20,000.00	495.00	20,495.00
06/30/2021	Interest	91282CBC4	40,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	75.00	75.00
06/30/2021	Interest	912828N30	20,000.00	US Treasury Note 2.125% Due 12/31/2022	0.00	212.50	212.50
JUN 2021					0.00	287.50	287.50
08/31/2021	Interest	912828L24	23,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	215.63	215.63
08/31/2021	Interest	912828J43	24,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	210.00	210.00
AUG 2021					0.00	425.63	425.63

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2021	Interest	9128284D9	22,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	275.00	275.00
09/30/2021	Maturity	912828F21	25,000.00	US Treasury Note 2.125% Due 9/30/2021	25,000.00	265.63	25,265.63
SEP 2021					25,000.00	540.63	25,540.63
10/31/2021	Interest	912828T91	20,000.00	US Treasury Note 1.625% Due 10/31/2023	0.00	162.50	162.50
OCT 2021					0.00	162.50	162.50
11/15/2021	Interest	912828WJ5	22,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	275.00	275.00
11/30/2021	Interest	912828ZT0	16,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	20.00	20.00
NOV 2021					0.00	295.00	295.00
12/31/2021	Interest	91282CBC4	40,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	75.00	75.00
12/31/2021	Interest	912828N30	20,000.00	US Treasury Note 2.125% Due 12/31/2022	0.00	212.50	212.50
DEC 2021					0.00	287.50	287.50
TOTAL					67,000.00	3,842.52	70,842.52



Account #10129

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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.



Account #10129

Benchmark Index	Disclosure
ICE BAML 3-Month US Treasury Bill Index	The ICE BAML US 3-Month 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, three months from the rebalancing date. (Index: GOO1. Please visit www.mlindex.ml.com for more information)



Brea CFD 2008 2 17 Reserve Fund - Account #10600

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

Custodian

Bank of New York Mellon Trust Company
Jane Thang
(213) 553-4343

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.24
Average Coupon	1.84%
Average Purchase YTM	2.19%
Average Market YTM	0.19%
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	2.29 yrs
Average Life	2.29 yrs

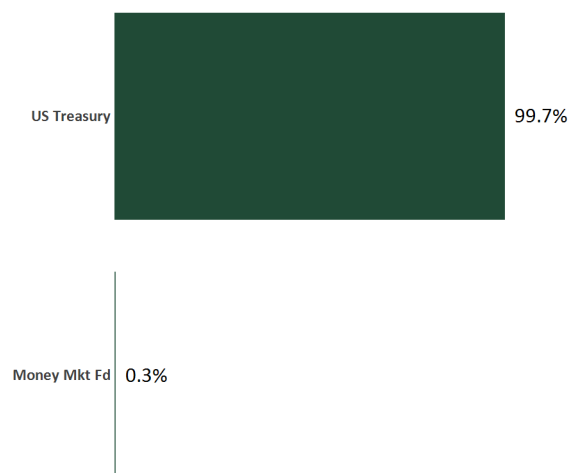
ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	688,592	687,199
Accrued Interest	3,013	4,060
Total Market Value	691,605	691,259
Income Earned	1,433	1,239
Cont/WD		0
Par	667,233	667,233
Book Value	665,490	665,681
Cost Value	659,064	659,064

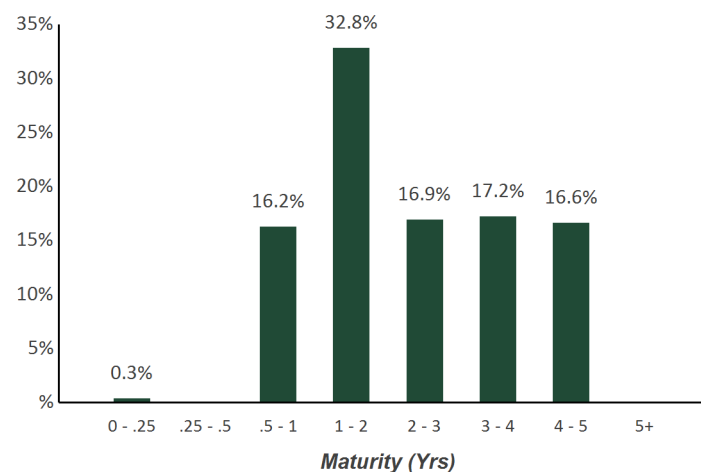
TOP ISSUERS

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

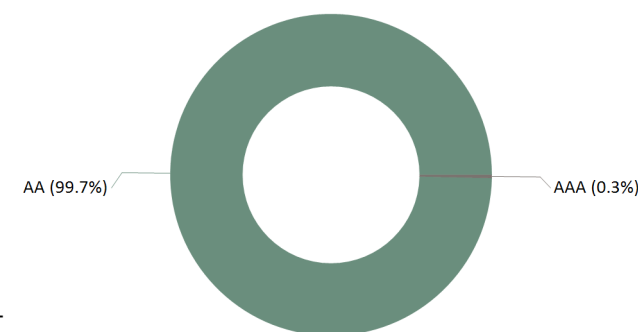
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	6/30/2018
Brea CFD 2008 2 17 Reserve Fund	-0.05%	0.06%	-0.05%	2.97%	3.81%	N/A	N/A	N/A	3.81%
ICE BAML 3-5 Yr US Treasury/Agency Index	-0.14%	0.09%	-0.14%	4.42%	5.32%	N/A	N/A	N/A	5.14%



BOOK VALUE RECONCILIATION		
BEGINNING BOOK VALUE		\$665,489.67
<u>Acquisition</u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$0.01	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
Total Acquisitions		\$0.01
<u>Dispositions</u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$0.00	
Total Dispositions		\$0.00
<u>Amortization/Accretion</u>		
+/- Net Accretion	\$191.48	
		\$191.48
<u>Gain/Loss on Dispositions</u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
ENDING BOOK VALUE		\$665,681.16

CASH TRANSACTION SUMMARY		
BEGINNING BALANCE		\$2,232.56
<u>Acquisition</u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$0.00	
Dividend Received	\$0.01	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$0.00	
Total Acquisitions	\$0.01	
<u>Dispositions</u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
Total Dispositions	\$0.00	
ENDING BOOK VALUE		\$2,232.57

Holdings Report

As of January 31, 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 FI									
825252109	Invesco Treasury MMFD Private Class	2,232.57	Various 0.01%	2,232.57 2,232.57	1.00 0.01%	2,232.57 0.00	0.32% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		2,232.57	0.01%	2,232.57 2,232.57	0.01%	2,232.57 0.00	0.32% 0.00	Aaa / AAA AAA	0.00 0.00
US TREASURY									
912828F21	US Treasury Note 2.125% Due 9/30/2021	110,000.00	06/28/2018 2.64%	108,242.58 109,643.79	101.34 0.11%	111,469.49 796.29	16.24% 1,825.70	Aaa / AA+ AAA	0.66 0.66
912828J43	US Treasury Note 1.75% Due 2/28/2022	110,000.00	06/13/2018 2.79%	105,986.72 108,838.96	101.76 0.12%	111,933.58 818.92	16.31% 3,094.62	Aaa / AA+ AAA	1.08 1.06
912828L24	US Treasury Note 1.875% Due 8/31/2022	110,000.00	06/13/2018 2.82%	105,887.89 108,460.96	102.77 0.12%	113,042.16 877.42	16.48% 4,581.20	Aaa / AA+ AAA	1.58 1.55
9128284D9	US Treasury Note 2.5% Due 3/31/2023	110,000.00	06/13/2018 2.84%	108,345.70 109,255.52	105.11 0.13%	115,620.34 936.81	16.86% 6,364.82	Aaa / AA+ AAA	2.16 2.10
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	110,000.00	06/18/2019 1.84%	113,381.64 112,262.60	107.48 0.22%	118,224.26 592.54	17.19% 5,961.66	Aaa / AA+ AAA	3.29 3.16
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	115,000.00	12/30/2020 0.38%	114,986.52 114,986.76	99.72 0.43%	114,676.62 38.12	16.60% (310.14)	Aaa / AA+ AAA	4.92 4.86
Total US Treasury		665,000.00	2.20%	656,831.05 663,448.59	0.19%	684,966.45 4,060.10	99.68% 21,517.86	Aaa / AA+ AAA	2.30 2.25
TOTAL PORTFOLIO		667,232.57	2.19%	659,063.62 665,681.16	0.19%	687,199.02 4,060.10	100.00% 21,517.86	Aaa / AA+ AAA	2.29 2.24
TOTAL MARKET VALUE PLUS ACCRUED						691,259.12			

Transaction Ledger

As of January 31, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/05/2021	825252109	0.01	Invesco Treasury MMFD Private Class	1.000	0.01%	0.01	0.00	0.01	0.00
Subtotal			0.01				0.01	0.00	0.01	0.00
TOTAL ACQUISITIONS			0.01				0.01	0.00	0.01	0.00
OTHER TRANSACTIONS										
Dividend	01/05/2021	825252109	2,232.56	Invesco Treasury MMFD Private Class	0.000		0.01	0.00	0.01	0.00
Subtotal			2,232.56				0.01	0.00	0.01	0.00
TOTAL OTHER TRANSACTIONS			2,232.56				0.01	0.00	0.01	0.00

Income Earned

As of January 31, 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	109,226.23 0.00 0.00 109,255.52	702.61 0.00 936.81 234.20	29.29 0.00 29.29 263.49	263.49
912828F21	US Treasury Note 2.125% Due 09/30/2021	06/28/2018 06/29/2018 110,000.00	109,597.97 0.00 0.00 109,643.79	597.22 0.00 796.29 199.07	45.82 0.00 45.82 244.89	244.89
912828J43	US Treasury Note 1.75% Due 02/28/2022	06/13/2018 06/14/2018 110,000.00	108,747.15 0.00 0.00 108,838.96	654.07 0.00 818.92 164.85	91.81 0.00 91.81 256.66	256.66
912828L24	US Treasury Note 1.875% Due 08/31/2022	06/13/2018 06/14/2018 110,000.00	108,378.13 0.00 0.00 108,460.96	700.79 0.00 877.42 176.63	82.83 0.00 82.83 259.46	259.46
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	06/18/2019 06/19/2019 110,000.00	112,321.10 0.00 0.00 112,262.60	357.04 0.00 592.54 235.50	0.00 58.50 (58.50) 177.00	177.00
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	12/30/2020 12/31/2020 115,000.00	114,986.53 0.00 0.00 114,986.76	1.19 0.00 38.12 36.93	0.23 0.00 0.23 37.16	37.16
			663,257.11 0.00 0.00	3,012.92 0.00 4,060.10	249.98 58.50 191.48	
Total Fixed Income		665,000.00	663,448.59	1,047.18	1,238.66	1,238.66

Income Earned

As of January 31, 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	2,232.56	0.00	0.00	0.01
	Treasury MMFD Private Class	Various	0.01	0.01	0.00	
		2,232.57	0.00	0.00	0.00	
			2,232.57	0.01	0.01	
			2,232.56	0.00	0.00	
			0.01	0.01	0.00	
			0.00	0.00	0.00	
Total Cash & Equivalent		2,232.57	2,232.57	0.01	0.01	0.01
			665,489.67	3,012.92	249.98	
			0.01	0.01	58.50	
			0.00	4,060.10	191.48	
TOTAL PORTFOLIO		667,232.57	665,681.16	1,047.19	1,238.67	1,238.67

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/28/2021	Interest	912828J43	110,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	962.50	962.50
02/28/2021	Interest	912828L24	110,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	1,031.25	1,031.25
FEB 2021					0.00	1,993.75	1,993.75
03/31/2021	Interest	9128284D9	110,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	1,375.00	1,375.00
03/31/2021	Interest	912828F21	110,000.00	US Treasury Note 2.125% Due 9/30/2021	0.00	1,168.75	1,168.75
MAR 2021					0.00	2,543.75	2,543.75
05/15/2021	Interest	912828WJ5	110,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	1,375.00	1,375.00
MAY 2021					0.00	1,375.00	1,375.00
06/30/2021	Interest	91282CBC4	115,000.00	US Treasury Note 0.375% Due 12/31/2025	0.00	215.63	215.63
JUN 2021					0.00	215.63	215.63
08/31/2021	Interest	912828L24	110,000.00	US Treasury Note 1.875% Due 8/31/2022	0.00	1,031.25	1,031.25
08/31/2021	Interest	912828J43	110,000.00	US Treasury Note 1.75% Due 2/28/2022	0.00	962.50	962.50
AUG 2021					0.00	1,993.75	1,993.75
09/30/2021	Interest	9128284D9	110,000.00	US Treasury Note 2.5% Due 3/31/2023	0.00	1,375.00	1,375.00
09/30/2021	Maturity	912828F21	110,000.00	US Treasury Note 2.125% Due 9/30/2021	110,000.00	1,168.75	111,168.75
SEP 2021					110,000.00	2,543.75	112,543.75
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
TOTAL					110,000.00	12,256.26	122,256.26



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.

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.



Account #10600

Benchmark Index	Disclosure
ICE BAML 3-5 Yr US Treasury/Agency Index	The ICE BAML 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. (Index: G2A0. Please visit www.mlindex.ml.com for more information)

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Outgoing Payment Log and City Disbursement Registers for March 5 and 12, 2021

RECOMMENDATION

Approve.

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Fiscal Analyst

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Outgoing Payment Log

03-05-2021 City Disbursement Register

03-12-02021 City Disbursement Register

City of Brea
Outgoing Payment Log
February 2021

Effective Date	Vendor	Description	Amount
<u>General Account Electronic payments</u>			
2/1/2021	CALPERS	Member retirement	214,803.62
2/1/2021	IRS	Payroll Federal taxes	9.86
2/2/2021	Elavon	Credit card processing fees	5,599.58
2/3/2021	Citizens Business Bank	Credit card processing fees	2,891.56
2/3/2021	Paypal	Paypal processing fees	114.45
2/3/2021	BANK OF NEW YORK MELLON	Chandler Investment	4,000,000.00
2/3/2021	LAIF AT UNION BANK	LAIF Contribution	3,400,000.00
2/5/2021	ADP	ILJAOB Payroll service fee	126.45
2/9/2021	CALPERS	Medical payment	381,801.28
2/11/2021	CA Dept of Tax	Sales tax	798.98
2/11/2021	IRS	Payroll Federal taxes	8.45
2/12/2021	Brea Payroll	Brea staff payroll	784,204.92
2/12/2021	Brea Payroll	Employee deductions	95,317.92
2/12/2021	EDD	Payroll State taxes	48,869.39
2/12/2021	CA SDU	Child support payments	737.20
2/12/2021	IRS	Payroll Federal taxes	153,555.93
2/16/2021	CALPERS	Member retirement	212,837.07
2/16/2021	IRS	Payroll Federal taxes	11.26
2/18/2021	IRS	Payroll Federal taxes	27.68
2/22/2021	Telecheck	Telecheck processing fees	158.83
2/23/2021	Citizens Business Bank	Monthly banking service fee	1,510.80
2/23/2021	Paymentus	Monthly service fee	6,536.00
2/25/2021	ILJAOB Payroll	ILJAOB staff salary & payroll taxes	12,999.74
2/26/2021	Brea Payroll	Brea staff payroll	823,952.37
2/26/2021	Brea Payroll	Employee deductions	96,543.78
2/26/2021	EDD	Payroll State taxes	49,791.25
2/26/2021	CA SDU	Child support payments	737.20
2/26/2021	IRS	Payroll Federal taxes	159,550.17
			<u>10,453,495.74</u>
<u>Imprest Accounts</u>			
	Various	Workers Compensation Claims	123,531.63
	Various	General Liability Claims	65,996.17
		Subtotal	<u>189,527.80</u>
			<u>\$ 10,643,023.54</u>

City Disbursement Register

Between Mar 1, 2021 12:00 AM and Mar 5, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
186809	AD ENGINEERING GROUP, LLC	03/05/2021	27339	510707941	FS #3 ROOF REPAIR	\$1,800.00
AD ENGINEERING GROUP, LLC					Total Check Amount:	\$1,800.00
186810	AGA ENGINEERS, INC	03/05/2021	30567	510707251	LMBRT FIBER OPTC COMM	\$3,330.00
AGA ENGINEERS, INC					Total Check Amount:	\$3,330.00
186811	LYNN AGUILERA	03/05/2021	29132	840000000	DEVELOPER FEE REFUND	\$76.00
LYNN AGUILERA					Total Check Amount:	\$76.00
186812	AKM CONSULTING ENGINEERS	03/05/2021	10006	510707609	SWR MSTRPLN UPD NOV20	\$30,095.00
		03/05/2021	10006	510707609	SWR MSTRPLN UPD JAN21	\$18,748.00
		03/05/2021	10006	510707609	SWR MSTRPLN UPD DEC20	\$16,678.00
AKM CONSULTING ENGINEERS					Total Check Amount:	\$65,521.00
186813	AMERICAN GEOTECHNICAL	03/05/2021	30266	110515171	BREA TRACKS S3 DEC20	\$618.75
AMERICAN GEOTECHNICAL					Total Check Amount:	\$618.75
186814	ARCHITECTURAL DESIGN & SIGNS,INC.	03/05/2021	26146	130404546	RET:WAR MEM LT PANELS	\$1,200.00
ARCHITECTURAL DESIGN & SIGNS,INC.					Total Check Amount:	\$1,200.00
186815	ARDURRA GROUP, INC.	03/05/2021	29147	510707324	BERRY ST STUDY OCT20	\$3,028.50
ARDURRA GROUP, INC.					Total Check Amount:	\$3,028.50
186816	AT&T	03/05/2021	22390	475141471	7149110022 0214-0313	\$223.23
AT&T					Total Check Amount:	\$223.23
186817	AIMEE J. AUL	03/05/2021	29016	110404541	SUNDAY FUNDAY 2/21	\$36.00
AIMEE J. AUL					Total Check Amount:	\$36.00
186818	BKF ENGINEERS	03/05/2021	29410	510707322	C.HILLS PVMNT REH NOV	\$400.00
BKF ENGINEERS					Total Check Amount:	\$400.00
186819	TROY BRYANT	03/05/2021	28793	840000000	DEVELOPER FEE REFUND	\$205.00
TROY BRYANT					Total Check Amount:	\$205.00
186820	CALIF BUILDING STANDARDS COMMISSION	03/05/2021	20578	110000000	10%AGNCY GBF 20/21 Q2	(\$59.31)
		03/05/2021	20578	110	GRNBLDG FEES 20/21 Q2	\$593.08
CALIF BUILDING STANDARDS COMMISSION					Total Check Amount:	\$533.77
186821	CHARLES TAN & ASSOCIATES, INC.	03/05/2021	26706	510707958	PLAN CHK SVCS 2/10	\$3,150.00
CHARLES TAN & ASSOCIATES, INC.					Total Check Amount:	\$3,150.00
186822	CITY OF BREA - WATER DEPT	03/05/2021	2039	346515112	WATER 1/6-2/4/21	\$2,665.10
		03/05/2021	2039	343515112	WATER 1/6-2/4/21	\$1,049.44
		03/05/2021	2039	341515112	WATER 1/6-2/4/21	\$931.09
		03/05/2021	2039	345515112	WATER 1/6-2/4/21	\$1,467.11
		03/05/2021	2039	465515149	WATER 1/6-2/4/21	\$7,698.02
		03/05/2021	2039	510707609	WATER 1/6-2/4/21	\$768.36
		03/05/2021	2039	347515112	WATER 1/6-2/4/21	\$358.32
		03/05/2021	2039	880515113	WATER 1/6-2/4/21	\$20.11
CITY OF BREA - WATER DEPT					Total Check Amount:	\$14,957.55

City Disbursement Register

Between Mar 1, 2021 12:00 AM and Mar 5, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
186823	CIVILTEC ENGINEERING INC.	03/05/2021	2581	510707442	WTR MSTRPLN UPD OCT20	\$24,422.75
		03/05/2021	2581	510707960	VALENCIA RES REH NOV	\$3,610.00
CIVILTEC ENGINEERING INC.					Total Check Amount:	\$28,032.75
186824	COUNTY OF ORANGE	03/05/2021	4799	110212122	PRKNG CITATIONS JAN21	\$1,432.00
COUNTY OF ORANGE					Total Check Amount:	\$1,432.00
186825	CPSI - PROPERTY SPECIALISTS, INC.	03/05/2021	26951	510707251	PROF SVCS JAN 2021	\$821.57
CPSI - PROPERTY SPECIALISTS, INC.					Total Check Amount:	\$821.57
186826	DMS CONSULTANTS CIVIL ENGINEERS INC	03/05/2021	28706	510707964	LANDFLL ACCESS RD REH	\$14,150.00
DMS CONSULTANTS CIVIL ENGINEERS INC					Total Check Amount:	\$14,150.00
186827	SOUTHERN CALIFORNIA EDISON	03/05/2021	3343	110515143	ELECTRICITY JAN-FEB21	\$14.64
		03/05/2021	3343	110515121	ELECTRICITY JAN-FEB21	\$4,600.65
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$4,615.29
186828	EMERGENCY POWER CONTROLS	03/05/2021	12002	420515131	ATS:YARD PUMP HOUSE	\$21,758.52
EMERGENCY POWER CONTROLS					Total Check Amount:	\$21,758.52
186829	ERIC AND/OR AMY FINGER	03/05/2021	28795	840000000	DEVELOPER FEE REFUND	\$163.00
ERIC AND/OR AMY FINGER					Total Check Amount:	\$163.00
186830	FRANCHISE TAX BOARD/ST OF CALIF	03/05/2021	12043	110	881650582 022621 PR	\$1,010.67
FRANCHISE TAX BOARD/ST OF CALIF					Total Check Amount:	\$1,010.67
186831	GAIL MATERIALS	03/05/2021	20339	110515144	INFIELD MIX	\$452.55
		03/05/2021	20339	360515145	INFIELD MIX	\$362.04
GAIL MATERIALS					Total Check Amount:	\$814.59
186832	THE GAS COMPANY	03/05/2021	3749	490515151	GAS 1/21-2/22/2021	\$432.03
THE GAS COMPANY					Total Check Amount:	\$432.03
186833	GLEN PARKER FOR BREA CITY COUNCIL	03/05/2021	29646	110	CAMPAIGN STMT REIMB	\$234.00
GLEN PARKER FOR BREA CITY COUNCIL					Total Check Amount:	\$234.00
186834	HAN'S BEAUTY AVE	03/05/2021	29571	840000000	DEVELOPER FEE REFUND	\$1,396.50
HAN'S BEAUTY AVE					Total Check Amount:	\$1,396.50
186835	HARRINGTON GEOTECHNICAL ENG.INC.	03/05/2021	15251	510707319	TESTING DEC 2021	\$561.55
		03/05/2021	15251	510707320	TESTING DEC 2021	\$495.55
		03/05/2021	15251	510707321	TESTING DEC 2021	\$563.90
		03/05/2021	15251	510707959	INSP/TESTING DEC/JAN	\$2,981.00
HARRINGTON GEOTECHNICAL ENG.INC.					Total Check Amount:	\$4,602.00
186836	HERE COMES THE GUIDE	03/05/2021	27573	110404211	FAC ADVERTISING PYT#2	\$2,237.50
HERE COMES THE GUIDE					Total Check Amount:	\$2,237.50
186837	HOIST SERVICE INC	03/05/2021	8518	480515161	HOIST INSPECTION	\$330.00
HOIST SERVICE INC					Total Check Amount:	\$330.00
186838	INTELLI-TECH	03/05/2021	8774	110212131	DATA STORAGE DEVICE	\$1,360.88
INTELLI-TECH					Total Check Amount:	\$1,360.88

City Disbursement Register

Between Mar 1, 2021 12:00 AM and Mar 5, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
186839	KABBARA ENGINEERING	03/05/2021	23694	510707458	DESIGN SVCS THRU10/31	\$11,437.00
KABBARA ENGINEERING					Total Check Amount:	\$11,437.00
186840	KOA CORPORATION CBM CONSULTING	03/05/2021	22839	510707467	CONST MGMT/INSP DEC2	\$19,287.50
		03/05/2021	22839	510707323	CONST MGMT/INSP JAN21	\$12,877.50
KOA CORPORATION CBM CONSULTING					Total Check Amount:	\$32,165.00
186841	LAKEMAN CHASSIS	03/05/2021	12885	480515161	METAL PANELS	\$253.01
		03/05/2021	12885	480515161	CONE HOLDERS	\$251.18
LAKEMAN CHASSIS					Total Check Amount:	\$504.19
186842	SHERYL LASLEY	03/05/2021	19335	840000000	DEVELOPER FEE REFUND	\$301.50
SHERYL LASLEY					Total Check Amount:	\$301.50
186843	LENORD'S CUSTOM FABRICATION	03/05/2021	17726	110212131	MOTRCYCLE RIFLE RACKS	\$3,879.00
LENORD'S CUSTOM FABRICATION					Total Check Amount:	\$3,879.00
186844	LINSCOTT, LAW & GREENSPAN ENGINEERS	03/05/2021	29408	510515171	TFC ENGG SVCS NOV20	\$1,481.35
		03/05/2021	29408	510707251	DISCRETE COST OCT20	\$925.00
		03/05/2021	29408	110515171	TFC ENGG SVCS NOV20	\$9,913.65
		03/05/2021	29408	110515171	TFC ENGG SVCS OCT20	\$12,892.09
		03/05/2021	29408	510707251	TFC ENGG SVCS NOV20	\$2,035.00
		03/05/2021	29408	510707276	TFC ENGG SVCS OCT20	\$1,730.50
		03/05/2021	29408	510707959	TFC ENGG SVCS NOV20	\$220.00
		03/05/2021	29408	510515171	TFC ENGG SVCS OCT20	\$1,926.41
LINSCOTT, LAW & GREENSPAN ENGINEERS					Total Check Amount:	\$31,124.00
186845	RICHARD LOPEZ	03/05/2021	24082	840000000	DEVELOPER FEE REFUND	\$476.50
RICHARD LOPEZ					Total Check Amount:	\$476.50
186846	JUAN NATERA	03/05/2021	30425	110	FORFEITURE FEES	\$30.00
JUAN NATERA					Total Check Amount:	\$30.00
186847	OFFICE DEPOT, INC	03/05/2021	4743	110404311	OFFICE SUPPLIES	\$43.95
		03/05/2021	4743	110212111	OFFICE SUPPLIES	\$133.71
OFFICE DEPOT, INC					Total Check Amount:	\$177.66
186848	OMEGA INDUSTRIAL SUPPLY	03/05/2021	22075	490515151	CLEANING PRODUCTS	\$377.71
OMEGA INDUSTRIAL SUPPLY					Total Check Amount:	\$377.71
186849	OZUNA ELECTRIC CO.INC.	03/05/2021	18504	510707459	RECONNECT POWER	\$6,050.00
OZUNA ELECTRIC CO.INC.					Total Check Amount:	\$6,050.00
186850	OZUNA ELECTRIC CO.INC.	03/05/2021	18504	510707459	RECONNECT POWER	\$8,160.00
OZUNA ELECTRIC CO.INC.					Total Check Amount:	\$8,160.00
186851	PERFORMANCE TRUCK REPAIR, INC.	03/05/2021	29371	480515161	ECM UPDATING	\$1,957.95
		03/05/2021	29371	480515161	HARNESS REPAIR	\$4,977.82
PERFORMANCE TRUCK REPAIR, INC.					Total Check Amount:	\$6,935.77
186852	PRES-TECH EQUIPMENT COMPANY	03/05/2021	26160	480515161	PRESSURE GAUGE SET	\$297.67

City Disbursement Register

Between Mar 1, 2021 12:00 AM and Mar 5, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
PRES-TECH EQUIPMENT COMPANY					Total Check Amount:	\$297.67
186853	PUENTE HILLS FORD	03/05/2021	25742	480515161	DRAIN PLUG	\$37.71
		03/05/2021	25742	480515161	TRIM PANEL	\$96.74
PUENTE HILLS FORD					Total Check Amount:	\$134.45
186854	RENNE SLOAN HOTLZMAN SAKAI, LLP	03/05/2021	27580	110141481	PROF SVCS #002 JAN21	\$442.00
RENNE SLOAN HOTLZMAN SAKAI, LLP					Total Check Amount:	\$442.00
186855	MATTHEW RUSSELL	03/05/2021	29407	110404145	INTRO KARATE SPR 2021	\$20.00
MATTHEW RUSSELL					Total Check Amount:	\$20.00
186856	SOUTHERN CALIFORNIA NEWS GROUP	03/05/2021	26287	110141424	LEGAL NOTICES OCT20	\$878.40
		03/05/2021	26287	84032323E	LEGAL NOTICES OCT20	\$300.00
SOUTHERN CALIFORNIA NEWS GROUP					Total Check Amount:	\$1,178.40
186857	SPRINT	03/05/2021	24176	840000000	DEVELOPER FEE REFUND	\$1,091.00
SPRINT					Total Check Amount:	\$1,091.00
186858	RICHARD JOE AND/OR MARINA TELLEZ	03/05/2021	23375	840000000	DEVELOPER FEE REFUND	\$327.00
RICHARD JOE AND/OR MARINA TELLEZ					Total Check Amount:	\$327.00
186859	UNIFIRST CORPORATION	03/05/2021	27988	110212131	PD LAUNDRY SVCS 2/15	\$24.88
UNIFIRST CORPORATION					Total Check Amount:	\$24.88
186860	CF UNITED LLC	03/05/2021	30700	480515161	JAN21 CAR WASH (44)	\$246.40
CF UNITED LLC					Total Check Amount:	\$246.40
186861	VERIZON CONNECT NWF, INC.	03/05/2021	25293	480515161	GPS FEES JAN 2021	\$893.00
VERIZON CONNECT NWF, INC.					Total Check Amount:	\$893.00
186862	WESTERN AUDIO VISUAL	03/05/2021	24433	181404250	BCC SURVEILLANCE CAMS	\$7,603.04
WESTERN AUDIO VISUAL					Total Check Amount:	\$7,603.04
Check Subtotal						\$292,347.27
V43831	A-1 FENCE COMPANY	03/05/2021	27868	110515141	FENCE REPAIR-OLINDA	\$3,310.00
		03/05/2021	27868	110515141	FENCE REPAIR-LAGOS	\$3,235.00
A-1 FENCE COMPANY					Total Check Amount:	\$6,545.00
V43832	ABBA TERMITE & PEST CONTROL	03/05/2021	15614	110515141	BEE HIVE REMOVAL	\$245.00
ABBA TERMITE & PEST CONTROL					Total Check Amount:	\$245.00
V43833	ADAMSON POLICE PRODUCTS	03/05/2021	4023	110212131	BULLET-PROOF VESTS	\$1,255.29
		03/05/2021	4023	110212131	BULLET-PROOF VEST	\$627.65
ADAMSON POLICE PRODUCTS					Total Check Amount:	\$1,882.94
V43834	ADMINISTRATIVE & PROF	03/05/2021	3344	110	DED:4010 APEA MEMBR	\$504.00
ADMINISTRATIVE & PROF					Total Check Amount:	\$504.00
V43835	THE ADVANTAGE GROUP	03/05/2021	24539	110	DED:808B FSA DEPCAR	\$1,995.57
		03/05/2021	24539	110	DED:808C FSA UR MED	\$5,721.96
THE ADVANTAGE GROUP					Total Check Amount:	\$7,717.53
V43836	ALLSTAR FIRE EQUIPMENT	03/05/2021	8353	110222211	HELMET SHIELD	\$64.38

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ALLSTAR FIRE EQUIPMENT					Total Check Amount:	\$64.38
V43837	ALTERNATIVE HOSE, INC.	03/05/2021	18488	480515161	CAMLOCK	\$99.25
		03/05/2021	18488	480515161	CLAMPS	\$16.17
		03/05/2021	18488	480515161	HOSES	\$183.18
ALTERNATIVE HOSE, INC.					Total Check Amount:	\$298.60
V43838	ARC DOCUMENT SOLUTIONS	03/05/2021	23645	510707323	COUNTRYLN PLAN COPIES	\$38.02
		03/05/2021	23645	510707278	IMP/BERRY PLAN COPIES	\$100.66
ARC DOCUMENT SOLUTIONS					Total Check Amount:	\$138.68
V43839	AVCOGAS PROPANE SALES & SERVICES	03/05/2021	22047	480515161	PROPANE 763.1 GALS	\$1,970.89
AVCOGAS PROPANE SALES & SERVICES					Total Check Amount:	\$1,970.89
V43840	BILL'S AUTO UPHOLSTERY	03/05/2021	10510	480515161	SEAT REPAIR	\$700.00
BILL'S AUTO UPHOLSTERY					Total Check Amount:	\$700.00
V43841	BPSEA MEMORIAL FOUNDATION	03/05/2021	14990	110	DED:4050 MEMORIAL	\$187.00
BPSEA MEMORIAL FOUNDATION					Total Check Amount:	\$187.00
V43842	BREA CITY EMPLOYEES ASSOCIATION	03/05/2021	3236	110	DED:4005 BCEA MEMBR	\$550.00
BREA CITY EMPLOYEES ASSOCIATION					Total Check Amount:	\$550.00
V43843	BREA DISPOSAL, INC	03/05/2021	3330	440515122	JAN 2021 RES TONNAGE	\$69,320.39
BREA DISPOSAL, INC					Total Check Amount:	\$69,320.39
V43844	BREA FIREFIGHTERS ASSOCIATION	03/05/2021	3237	110	DED:4016 ASSOC MEMB	\$2,829.50
BREA FIREFIGHTERS ASSOCIATION					Total Check Amount:	\$2,829.50
V43845	BREA POLICE ASSOCIATION	03/05/2021	3769	110	DED:4030 BPA REG	\$3,200.00
BREA POLICE ASSOCIATION					Total Check Amount:	\$3,200.00
V43846	BREA POLICE ATHLETIC LEAGUE	03/05/2021	1068	110	DED:5010 B.P.A.L.	\$135.00
BREA POLICE ATHLETIC LEAGUE					Total Check Amount:	\$135.00
V43847	BREA POLICE MANAGEMENT ASSOCIATION	03/05/2021	21189	110	DED:4020 PMA MEMBRS	\$195.00
BREA POLICE MANAGEMENT ASSOCIATION					Total Check Amount:	\$195.00
V43848	BYRNE SOFTWARE TECHNOLOGIES, INC.	03/05/2021	27471	110323241	ACCELA IMPL 1/30-2/5	\$1,620.00
BYRNE SOFTWARE TECHNOLOGIES, INC.					Total Check Amount:	\$1,620.00
V43849	C. WELLS PIPELINE MATERIALS INC	03/05/2021	13055	420515131	PLUMBING SUPPLIES	\$3,789.42
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$3,789.42
V43850	CAL-STATE SITE SERVICES	03/05/2021	30261	911515141	FENCE RENTAL	\$1,030.00
CAL-STATE SITE SERVICES					Total Check Amount:	\$1,030.00
V43851	CANON FINANCIAL SERVICES, INC.	03/05/2021	20648	110141441	FS1 COPIER LSE JAN21	\$25.32
		03/05/2021	20648	110141441	FS3 COPIER LSE JAN21	\$25.32
		03/05/2021	20648	110141441	FS4 COPIER LSE JAN21	\$25.32
		03/05/2021	20648	110141441	FS2 COPIER LSE JAN21	\$25.32
		03/05/2021	20648	110141441	PRINT CHARGES:DEC20	\$38.04

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CANON FINANCIAL SERVICES, INC.					Total Check Amount:	\$139.32
V43852	CARRIER CORPORATION	03/05/2021	29691	490515151	CHILLER SVC JAN-MAR21	\$2,693.25
CARRIER CORPORATION					Total Check Amount:	\$2,693.25
V43853	CIGNA BEHAVIORAL HEALTH, INC.	03/05/2021	26628	110141481	EAP SVCS MAR 2021	\$853.23
CIGNA BEHAVIORAL HEALTH, INC.					Total Check Amount:	\$853.23
V43854	CORE & MAIN LP	03/05/2021	27049	420515131	METER/ENCODER:RESALE	\$1,410.33
CORE & MAIN LP					Total Check Amount:	\$1,410.33
V43855	CORONA CLAY CO	03/05/2021	3707	110515141	INFIELD BRICK DUST	\$1,162.00
CORONA CLAY CO					Total Check Amount:	\$1,162.00
V43856	DANIELS TIRE SERVICE	03/05/2021	3133	480515161	ALIGNMENT	\$105.00
		03/05/2021	3133	480515161	0000000005 DUPL PAYT	(\$530.62)
		03/05/2021	3133	480515161	TIRES	\$432.89
DANIELS TIRE SERVICE					Total Check Amount:	\$7.27
V43857	E.J. WARD INC	03/05/2021	11309	480515161	TECH SUPPORT 121420	\$180.00
E.J. WARD INC					Total Check Amount:	\$180.00
V43858	ECONOLITE SYSTEMS, INC.	03/05/2021	27147	110515121	E/O MNT-CAMERA REPAIR	\$402.50
ECONOLITE SYSTEMS, INC.					Total Check Amount:	\$402.50
V43859	ELLIOT AUTO SUPPLY CO., INC.	03/05/2021	3504	480515161	CONTROL ARMS	\$392.66
		03/05/2021	3504	480515161	BRAKE CLEANER	\$29.22
		03/05/2021	3504	480515161	OXYGEN SENSOR	\$35.49
		03/05/2021	3504	480515161	CREDIT:BATTERIES	(\$400.48)
		03/05/2021	3504	480515161	HEATER HOSE	\$113.54
		03/05/2021	3504	480515161	BRAKES	\$176.95
		03/05/2021	3504	480515161	HEATER HOSE CONN	\$21.32
		03/05/2021	3504	480515161	STOCK/SUPPLIES	\$239.40
ELLIOT AUTO SUPPLY CO., INC.					Total Check Amount:	\$608.10
V43860	ENTENMANN ROVIN COMPANY	03/05/2021	3457	110	BADGE (MCDUFFY)	\$37.33
		03/05/2021	3457	110212111	BADGES	\$83.50
ENTENMANN ROVIN COMPANY					Total Check Amount:	\$120.83
V43861	EQUIPMENT DIRECT INC	03/05/2021	4522	110515144	SAFETY GEAR	\$136.25
		03/05/2021	4522	110515141	SAFETY GEAR	\$168.29
		03/05/2021	4522	420515131	SAFETY VEST/SANITIZRS	\$155.15
EQUIPMENT DIRECT INC					Total Check Amount:	\$459.69
V43862	AFECO INC. DBA FIRE ETC	03/05/2021	26940	110222223	SOAP FOR EXTRACTOR	\$838.22
AFECO INC. DBA FIRE ETC					Total Check Amount:	\$838.22
V43863	FLEET SERVICES	03/05/2021	5658	480515161	AIR DRYER	\$326.26
FLEET SERVICES					Total Check Amount:	\$326.26
V43864	GALE SUPPLY COMPANY	03/05/2021	21090	110515141	JANITORIAL SUPPLIES	\$362.26

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V43864	GALE SUPPLY COMPANY	03/05/2021	21090	110515144	JANITORIAL SUPPLIES	\$217.35
		03/05/2021	21090	110515148	JANITORIAL SUPPLIES	\$72.45
		03/05/2021	21090	360515145	JANITORIAL SUPPLIES	\$72.45
		03/05/2021	21090	110515125	JANITORIAL SUPPLIES	\$456.86
GALE SUPPLY COMPANY					Total Check Amount:	\$1,181.37
V43865	DON GOLDEN	03/05/2021	10729	110000000	INSP SVCS 2/11-2/24	(\$4,684.25)
		03/05/2021	10729	84032324I	INSP SVCS 2/11-2/24	\$13,253.00
DON GOLDEN					Total Check Amount:	\$8,568.75
V43866	HAAKER EQUIPMENT CO.	03/05/2021	4297	480515161	CREDIT:POWER SUPPLY	(\$122.70)
		03/05/2021	4297	480515161	CONNECTORS	\$410.00
HAAKER EQUIPMENT CO.					Total Check Amount:	\$287.30
V43867	HALO BRANDED SOLUTIONS	03/05/2021	22408	110212111	CHALLENGE COINS	\$1,300.69
HALO BRANDED SOLUTIONS					Total Check Amount:	\$1,300.69
V43868	HI SIGN	03/05/2021	4693	110323231	LEAP POSTERS	\$310.32
		03/05/2021	4693	110515125	DT RR DOOR SIGNS	\$48.49
HI SIGN					Total Check Amount:	\$358.81
V43869	INFOSEND, INC.	03/05/2021	19016	110323231	INSERT:SHAPE BREA	\$52.89
		03/05/2021	19016	420141421	WATER:JAN21 POSTAGE	\$4,260.55
		03/05/2021	19016	420141421	WATER:JAN21 PRNT/MAIL	\$1,453.84
		03/05/2021	19016	110404521	INSERT:ZOOM FITNESS	\$52.89
INFOSEND, INC.					Total Check Amount:	\$5,820.17
V43870	KIMLEY-HORN AND ASSOCIATES, INC.	03/05/2021	26302	510707306	57/90 INT DEC 2020	\$1,857.25
KIMLEY-HORN AND ASSOCIATES, INC.					Total Check Amount:	\$1,857.25
V43871	KREUZER CONSULTING GROUP	03/05/2021	22072	510707464	PUENTE/GEMINI NOV-JAN	\$191.67
		03/05/2021	22072	510707453	PUENTE/GEMINI NOV-JAN	\$191.66
		03/05/2021	22072	510707278	IMP/BERRY INT SEP-JAN	\$1,070.00
		03/05/2021	22072	510707311	PUENTE/GEMINI NOV-JAN	\$191.67
		03/05/2021	22072	510707959	BREA CRK GC OCT-JAN21	\$895.00
KREUZER CONSULTING GROUP					Total Check Amount:	\$2,540.00
V43872	ALFONS KUNZE	03/05/2021	17789	840000000	DEVELOPER FEE REFUND	\$150.00
ALFONS KUNZE					Total Check Amount:	\$150.00
V43873	L.N. CURTIS & SONS	03/05/2021	1053	110212131	GUN ACCESSORIES	\$1,481.57
L.N. CURTIS & SONS					Total Check Amount:	\$1,481.57
V43874	LEIGHTON CONSULTING, INC	03/05/2021	22203	510707460	NOV20 SVCS WTRLN REPL	\$12,011.82
		03/05/2021	22203	510707459	NOV20 SVCS WTRLN REPL	\$500.00
LEIGHTON CONSULTING, INC					Total Check Amount:	\$12,511.82
V43875	MAR-CO EQUIPMENT COMPANY	03/05/2021	20329	480515161	SOLOINOID VALVE	\$224.12
MAR-CO EQUIPMENT COMPANY					Total Check Amount:	\$224.12

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V43876	MCCOY & MILLS FORD	03/05/2021	18636	480515161	STEP ASSEMBLY	\$431.00
MCCOY & MILLS FORD					Total Check Amount:	\$431.00
V43877	NTH GENERATION COMPUTING, INC.	03/05/2021	21379	475141471	SEPT/OCT20 BANDWIDTH	\$152.86
NTH GENERATION COMPUTING, INC.					Total Check Amount:	\$152.86
V43878	ORANGE COUNTY SANITATION DIST.	03/05/2021	14689	110000000	5%COLL:RES SF DEC-JAN	(\$49.70)
		03/05/2021	14689	110	RES SWRFEEES DEC-JAN21	\$994.00
ORANGE COUNTY SANITATION DIST.					Total Check Amount:	\$944.30
V43879	PARSONS TRANSPORTATION GROUP	03/05/2021	25626	510707251	57/LAMBERT INT	\$7,562.05
PARSONS TRANSPORTATION GROUP					Total Check Amount:	\$7,562.05
V43880	PLACEWORKS, INC.	03/05/2021	26720	840141412	BREA PLAZA EIR OCT20	\$50.78
		03/05/2021	26720	84032323E	BREA PLAZA EIR OCT20	\$7,292.73
PLACEWORKS, INC.					Total Check Amount:	\$7,343.51
V43881	PLUMBERS DEPOT INC.	03/05/2021	14542	480515161	LEVER VALVE	\$597.11
PLUMBERS DEPOT INC.					Total Check Amount:	\$597.11
V43882	PLUMBING WHOLESALE OUTLET, INC.	03/05/2021	18392	110515125	FAUCET - DT RR	\$109.31
		03/05/2021	18392	360515145	RR PARTS	\$178.62
		03/05/2021	18392	110515141	SOAP DISPENSERS	\$103.44
		03/05/2021	18392	110515141	TOOLS/BACKFLOW PARTS	\$225.66
		03/05/2021	18392	110515144	DRAIN CLEANERS	\$60.60
		03/05/2021	18392	490515151	TOP SNAKE CABLE	\$76.37
		03/05/2021	18392	490515151	ZURN FAUCET CREDIT	(\$450.92)
PLUMBING WHOLESALE OUTLET, INC.					Total Check Amount:	\$303.08
V43883	PRADO FAMILY SHOOTING RANGE	03/05/2021	14276	110212134	RANGE TRAINING 020921	\$400.00
PRADO FAMILY SHOOTING RANGE					Total Check Amount:	\$400.00
V43884	QUINN COMPANY	03/05/2021	12380	480515161	GRILL	\$259.00
		03/05/2021	12380	480515161	BUMPER	\$202.99
QUINN COMPANY					Total Check Amount:	\$461.99
V43885	R.J. NOBLE COMPANY	03/05/2021	1076	420515131	ASPHALT	\$931.93
R.J. NOBLE COMPANY					Total Check Amount:	\$931.93
V43886	RPW SERVICES, INC.	03/05/2021	3791	360515147	SPRAY FOR FLEAS/TICKS	\$180.00
RPW SERVICES, INC.					Total Check Amount:	\$180.00
V43887	MACY CYMANTHA SANCHEZ	03/05/2021	27495	110141481	071320 REIMB-TESTING	\$319.00
MACY CYMANTHA SANCHEZ					Total Check Amount:	\$319.00
V43888	SC FUELS	03/05/2021	16654	480515161	REG UNL ETH 4073.4GAL	\$10,146.35
		03/05/2021	16654	480515161	REG UNL ETH 4703.4GAL	\$1,456.12
SC FUELS					Total Check Amount:	\$11,602.47
V43889	SHRED-IT USA	03/05/2021	7438	470141483	PD DOC SHRED JAN/FEB2	\$10.66
		03/05/2021	7438	110111161	PD DOC SHRED JAN/FEB2	\$10.66

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V43889	SHRED-IT USA	03/05/2021	7438	110212122	DOC SHRED JAN/FEB21	\$138.68
SHRED-IT USA					Total Check Amount:	\$160.00
V43890	SITEONE LANDSCAPE SUPPLY, LLC	03/05/2021	25942	110515141	IRRIGATION PARTS	\$740.22
		03/05/2021	25942	110515141	IRRIG PARTS/TOOLS	\$458.18
		03/05/2021	25942	110515141	PACKING CLAY MOUNDS	\$77.86
		03/05/2021	25942	110515143	IRRIGATION PARTS	\$396.21
SITEONE LANDSCAPE SUPPLY, LLC					Total Check Amount:	\$1,672.47
V43891	SNAP-ON INDUSTRIAL	03/05/2021	17125	480515161	TIRE SOFTWARE	\$190.86
		03/05/2021	17125	480515161	FLASHLIGHT	\$189.60
SNAP-ON INDUSTRIAL					Total Check Amount:	\$380.46
V43892	SPICERS PAPER, INC.	03/05/2021	18883	110141441	PAPER	\$1,680.52
SPICERS PAPER, INC.					Total Check Amount:	\$1,680.52
V43893	STAPLES TECHNOLOGY SOLUTIONS	03/05/2021	22888	110212111	TONER	\$184.06
STAPLES TECHNOLOGY SOLUTIONS					Total Check Amount:	\$184.06
V43894	STOTZ EQUIPMENT	03/05/2021	24388	480515161	DRIVE LINE	\$320.02
STOTZ EQUIPMENT					Total Check Amount:	\$320.02
V43895	STRUCTURE SIX	03/05/2021	29170	510707923	95% PS&E FS #1	\$6,950.00
STRUCTURE SIX					Total Check Amount:	\$6,950.00
V43896	TENNIS ANYONE ACADEMY	03/05/2021	12688	110404145	TENNIS LESSONS	\$427.00
TENNIS ANYONE ACADEMY					Total Check Amount:	\$427.00
V43897	TYLER TECHNOLOGIES, INC.	03/05/2021	25937	951	ILJAO ZEBRA PRINTER	\$1,034.40
TYLER TECHNOLOGIES, INC.					Total Check Amount:	\$1,034.40
V43898	UNDERGROUND SERVICE ALERT/SC	03/05/2021	4537	420515131	DSB FEE 2/21/2021	\$70.95
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$70.95
V43899	UNICORN METALS	03/05/2021	17181	480515161	TUBING	\$147.22
UNICORN METALS					Total Check Amount:	\$147.22
V43900	UNITED ROTARY BRUSH CORPORATION	03/05/2021	16649	480515161	SWEEPER BROOM	\$132.40
UNITED ROTARY BRUSH CORPORATION					Total Check Amount:	\$132.40
V43902	VIRTUAL PROJECT MANAGER	03/05/2021	23508	510707311	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707323	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707430	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707458	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707459	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707460	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707467	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707251	CIP SW BCKUP/ST JAN21	\$50.00
		03/05/2021	23508	510707453	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707457	CIP SW BCKUP/ST FEB21	\$45.00

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V43902	VIRTUAL PROJECT MANAGER	03/05/2021	23508	510707251	CIP SW BCKUP/ST FEB21	\$50.00
		03/05/2021	23508	510707278	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707311	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707323	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707458	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707459	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707460	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707464	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707467	CIP SW BCKUP/ST FEB21	\$45.00
		03/05/2021	23508	510707278	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707453	CIP SW BCKUP/ST JAN21	\$45.00
		03/05/2021	23508	510707457	CIP SW BCKUP/ST JAN21	\$45.00
VIRTUAL PROJECT MANAGER					Total Check Amount:	\$1,000.00
V43903	VORTEX	03/05/2021	15007	110515141	REPL RR DOOR AROVSTA	\$2,928.60
VORTEX					Total Check Amount:	\$2,928.60
V43904	WAXIE SANITARY SUPPLY	03/05/2021	3332	110515141	2-PLY STD ROLLS	\$479.92
		03/05/2021	3332	110515144	2-PLY STD ROLLS	\$287.95
		03/05/2021	3332	360515145	2-PLY STD ROLLS	\$95.98
		03/05/2021	3332	110515148	2-PLY STD ROLLS	\$95.99
WAXIE SANITARY SUPPLY					Total Check Amount:	\$959.84
V43905	WEST COAST SAND & GRAVEL, INC.	03/05/2021	11519	420515131	SAND AND BASE	\$1,051.00
WEST COAST SAND & GRAVEL, INC.					Total Check Amount:	\$1,051.00
Voucher Subtotal						\$198,734.42

TOTAL \$491,081.69

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
186863	JOHN ACKERMAN	03/12/2021	30735	840000000	DEVELOPER FEE REFUND	\$163.00
JOHN ACKERMAN					Total Check Amount:	\$163.00
186864	AT&T CALNET	03/12/2021	20391	475141471	CALNET JAN/FEB 2021	\$10,891.77
		03/12/2021	20391	360515147	CALNET JAN/FEB 2021	\$24.39
		03/12/2021	20391	420515131	CALNET JAN/FEB 2021	\$275.91
		03/12/2021	20391	360515145	CALNET JAN/FEB 2021	\$45.29
AT&T CALNET					Total Check Amount:	\$11,237.36
186865	BANK OF AMERICA	03/12/2021	30774	840000000	DEVELOPER FEE REFUND	\$859.00
BANK OF AMERICA					Total Check Amount:	\$859.00
186866	BESTWAY LAUNDRY SOLUTIONS	03/12/2021	18114	110222223	EXTRACTOR REPAIR	\$3,067.55
BESTWAY LAUNDRY SOLUTIONS					Total Check Amount:	\$3,067.55
186867	BLACK DROP COFFEE	03/12/2021	30732	840000000	DEVELOPER FEE REFUND	\$192.00
BLACK DROP COFFEE					Total Check Amount:	\$192.00
186868	BUSINESS CARD	03/12/2021	18749	110404217	BSCARD CS 022321	\$10.18
		03/12/2021	18749	110404429	BSCARD CS 022321	\$5.00
		03/12/2021	18749	950000000	ILJAOB BSCARD MJ 0221	\$2.00
		03/12/2021	18749	110212121	BSCARD PD 022321	\$259.00
		03/12/2021	18749	110212131	BSCARD PD 022321	\$4,273.80
		03/12/2021	18749	110222223	BSCARD FIRE 022321	\$8,456.15
		03/12/2021	18749	110222231	BSCARD FIRE 022321	\$183.00
		03/12/2021	18749	110141481	BSCARD HR 022321	\$14.59
		03/12/2021	18749	420515131	BSCARD WATER 022321	\$265.89
BUSINESS CARD					Total Check Amount:	\$13,469.61
186869	CAL ATLANTIC	03/12/2021	30765	840000000	DEVELOPER FEE REFUND	\$1,206.50
CAL ATLANTIC					Total Check Amount:	\$1,206.50
186870	ROB CAMIRE	03/12/2021	30747	840000000	DEVELOPER FEE REFUND	\$1,511.00
ROB CAMIRE					Total Check Amount:	\$1,511.00
186871	CASE LAND SURVEYING, INC	03/12/2021	30772	510707958	BHGC HORIZ. CLEARANCE	\$2,860.00
CASE LAND SURVEYING, INC					Total Check Amount:	\$2,860.00
186872	MICHAEL CHANG	03/12/2021	30758	840000000	DEVELOPER FEE REFUND	\$92.00
MICHAEL CHANG					Total Check Amount:	\$92.00
186873	CHARLES TAN & ASSOCIATES, INC.	03/12/2021	26706	84032324P	PLAN REVIEW THRU 2/17	\$936.00
		03/12/2021	26706	110000000	PLAN REVIEW THRU 2/17	(\$36.00)
CHARLES TAN & ASSOCIATES, INC.					Total Check Amount:	\$900.00
186874	CITY OF SANTA ANA	03/12/2021	23040	950000000	ILJAOB 20/21 COPLINK	\$42,246.00
CITY OF SANTA ANA					Total Check Amount:	\$42,246.00
186875	CLEAR CHANNEL OUTDOOR	03/12/2021	26465	110323231	SHAPEBREA SHELTER ADS	\$817.50
CLEAR CHANNEL OUTDOOR					Total Check Amount:	\$817.50

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186876	COLYEAR DEVELOPMENT	03/12/2021	16595	420000000	CLOSED WATER ACCOUNT	\$54.51
COLYEAR DEVELOPMENT					Total Check Amount:	\$54.51
186877	COUNTY OF ORANGE	03/12/2021	4799	172212133	COMM CHGS BR0 JAN-MAR	\$26,409.00
COUNTY OF ORANGE					Total Check Amount:	\$26,409.00
186878	COUNTY OF ORANGE	03/12/2021	4799	110212122	CLETS SUPPORT FEB21	\$1,104.51
COUNTY OF ORANGE					Total Check Amount:	\$1,104.51
186879	AL & LIZ DAGAMPT	03/12/2021	30757	840000000	DEVELOPER FEE REFUND	\$410.50
AL & LIZ DAGAMPT					Total Check Amount:	\$410.50
186880	DELTA DENTAL INSURANCE COMPANY	03/12/2021	26074	110	4253 DENTAL HMO MAR21	\$2,191.44
DELTA DENTAL INSURANCE COMPANY					Total Check Amount:	\$2,191.44
186881	SOUTHERN CALIFORNIA EDISON	03/12/2021	3343	110515121	ELECTRICITY FEB 2021	\$17,132.14
		03/12/2021	3343	110515125	ELECTRICITY FEB 2021	\$6,710.44
		03/12/2021	3343	420515131	ELECTRICITY FEB 2021	\$29,783.80
		03/12/2021	3343	430515123	ELECTRICITY FEB 2021	\$679.11
		03/12/2021	3343	490515151	ELECTRICITY FEB 2021	\$1,203.03
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$55,508.52
186882	TAYLOR ENGEL	03/12/2021	30744	110	REFUND DUE TO COVID19	\$1,000.00
TAYLOR ENGEL					Total Check Amount:	\$1,000.00
186883	JOANNE EVANS	03/12/2021	30739	840000000	DEVELOPER FEE REFUND	\$192.00
JOANNE EVANS					Total Check Amount:	\$192.00
186884	FRONTIER COMMUNICATIONS	03/12/2021	26183	420515131	5621821220 2/28-3/27	\$190.73
FRONTIER COMMUNICATIONS					Total Check Amount:	\$190.73
186885	THE GAS COMPANY	03/12/2021	3749	420515131	GAS FEB 2021	\$19.70
THE GAS COMPANY					Total Check Amount:	\$19.70
186886	GATEWAY URGENT CARE CENTER	03/12/2021	27352	110141481	HR MED SVCS SEPT 2020	\$495.00
GATEWAY URGENT CARE CENTER					Total Check Amount:	\$495.00
186887	GOLDEN WEST COLLEGE	03/12/2021	9477	110212111	BASIC ACADEMY FEES	\$2,297.00
GOLDEN WEST COLLEGE					Total Check Amount:	\$2,297.00
186888	DAVID GRAGO	03/12/2021	30734	840000000	DEVELOPER FEE REFUND	\$284.00
DAVID GRAGO					Total Check Amount:	\$284.00
186889	GRIP CONSTRUCTION	03/12/2021	30756	840000000	DEVELOPER FEE REFUND	\$607.46
GRIP CONSTRUCTION					Total Check Amount:	\$607.46
186890	ARTHUR GUO	03/12/2021	30767	840000000	DEVELOPER FEE REFUND	\$51.50
ARTHUR GUO					Total Check Amount:	\$51.50
186891	RAVI GUSAIN	03/12/2021	30754	840000000	DEVELOPER FEE REFUND	\$222.64
RAVI GUSAIN					Total Check Amount:	\$222.64
186892	MATT HARRIS	03/12/2021	30741	840000000	DEVELOPER FEE REFUND	\$327.00
MATT HARRIS					Total Check Amount:	\$327.00

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186893	HF&H CONSULTANTS, LLC	03/12/2021	27542	440515122	SB1383 CONTR ASST JAN	\$2,255.50
HF&H CONSULTANTS, LLC					Total Check Amount:	\$2,255.50
186894	SAIMA IFTEKHAR	03/12/2021	30740	840000000	DEVELOPER FEE REFUND	\$176.00
SAIMA IFTEKHAR					Total Check Amount:	\$176.00
186895	INTIME SOLUTIONS INC.	03/12/2021	20876	950000000	ILJAOC ISE TEXT FEB21	\$2,531.60
INTIME SOLUTIONS INC.					Total Check Amount:	\$2,531.60
186896	BILL JEFFRIES	03/12/2021	30736	840000000	DEVELOPER FEE REFUND	\$342.00
BILL JEFFRIES					Total Check Amount:	\$342.00
186897	JACOB KIGER	03/12/2021	30764	840000000	DEVELOPER FEE REFUND	\$188.50
JACOB KIGER					Total Check Amount:	\$188.50
186898	LAW OFFICES OF JONES & MAYER	03/12/2021	12144	110111112	PROF LEGAL SVCS JAN21	\$387.84
LAW OFFICES OF JONES & MAYER					Total Check Amount:	\$387.84
186899	KEVIN LEE	03/12/2021	30738	840000000	DEVELOPER FEE REFUND	\$118.00
KEVIN LEE					Total Check Amount:	\$118.00
186900	LIFE BLOOM CORP	03/12/2021	30753	840000000	DEVELOPER FEE REFUND	\$530.08
LIFE BLOOM CORP					Total Check Amount:	\$530.08
186901	LIFE-ASSIST, INC.	03/12/2021	10530	174222222	PM SUPPLIES FS#2	\$329.00
		03/12/2021	10530	174222222	PM SUPPLIES FS2	\$532.99
		03/12/2021	10530	174222222	PM SUPPLIES FS#1	\$1,407.88
		03/12/2021	10530	174222222	PM SUPPLIES FS3	\$45.28
LIFE-ASSIST, INC.					Total Check Amount:	\$2,315.15
186902	CYNTHIA LO	03/12/2021	30763	840000000	DEVELOPER FEE REFUND	\$82.50
CYNTHIA LO					Total Check Amount:	\$82.50
186903	JOSHUA LUBIN	03/12/2021	30745	110000000	OVRPYMT SUBPOENA FEES	\$115.00
JOSHUA LUBIN					Total Check Amount:	\$115.00
186904	MARIPOSA LANDSCAPES, INC.	03/12/2021	27959	110515143	CITY LANDSCAPE FEB21	\$5,585.67
		03/12/2021	27959	110515148	CITY LANDSCAPE FEB21	\$1,989.00
		03/12/2021	27959	361515148	CITY LANDSCAPE FEB21	\$108.33
MARIPOSA LANDSCAPES, INC.					Total Check Amount:	\$7,683.00
186905	JOSEPH MARTY	03/12/2021	30731	840000000	DEVELOPER FEE REFUND	\$312.00
JOSEPH MARTY					Total Check Amount:	\$312.00
186906	MARQUIS MCCRAW	03/12/2021	30755	840000000	DEVELOPER FEE REFUND	\$516.10
MARQUIS MCCRAW					Total Check Amount:	\$516.10
186907	MCGEE CONSTRUCTION	03/12/2021	30749	840000000	DEVELOPER FEE REFUND	\$109.00
MCGEE CONSTRUCTION					Total Check Amount:	\$109.00
186908	JAY MESSNER	03/12/2021	30746	840000000	DEVELOPER FEE REFUND	\$1,778.50
JAY MESSNER					Total Check Amount:	\$1,778.50
186909	MINNESOTA LIFE INSURANCE COMPANY	03/12/2021	30640	110	34730 LIFE INS FEB21	\$6,176.20

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
MINNESOTA LIFE INSURANCE COMPANY					Total Check Amount:	\$6,176.20
186910	MARK MORROW	03/12/2021	30707	420000000	CLOSED WATER ACCOUNT	\$56.65
MARK MORROW					Total Check Amount:	\$56.65
186911	HUY NGUYEN	03/12/2021	30766	840000000	DEVELOPER FEE REFUND	\$501.00
HUY NGUYEN					Total Check Amount:	\$501.00
186912	IRENE NGUYEN	03/12/2021	30750	840000000	DEVELOPER FEE REFUND	\$290.00
IRENE NGUYEN					Total Check Amount:	\$290.00
186913	JOHNNY NGUYEN	03/12/2021	30733	840000000	DEVELOPER FEE REFUND	\$844.00
JOHNNY NGUYEN					Total Check Amount:	\$844.00
186914	KIM NHAM	03/12/2021	30737	840000000	DEVELOPER FEE REFUND	\$163.00
KIM NHAM					Total Check Amount:	\$163.00
186915	OFFICE DEPOT, INC	03/12/2021	4743	110222211	OFFICE SUPPLIES FS1/3	\$112.07
		03/12/2021	4743	110212122	OFFICE SUPPLIES	\$123.57
OFFICE DEPOT, INC					Total Check Amount:	\$235.64
186916	PEOPLE SPACE	03/12/2021	28721	510707955	FURNITURE:MGR OFFICES	\$109,868.59
PEOPLE SPACE					Total Check Amount:	\$109,868.59
186917	PERFORMANCE TRUCK REPAIR, INC.	03/12/2021	29371	480515161	FUEL SYSTEM REPAIR	\$4,320.00
		03/12/2021	29371	480515161	ELCTRICAL/ELCTRNC RPR	\$4,990.10
PERFORMANCE TRUCK REPAIR, INC.					Total Check Amount:	\$9,310.10
186918	PROVIDENCE EXPRESS CARE	03/12/2021	30768	840000000	DEVELOPER FEE REFUND	\$1,691.50
PROVIDENCE EXPRESS CARE					Total Check Amount:	\$1,691.50
186919	CLIFF RIDDLEBARGER	03/12/2021	30773	840000000	DEVELOPER FEE REFUND	\$426.00
CLIFF RIDDLEBARGER					Total Check Amount:	\$426.00
186920	S.C. YAMAMOTO, INC.	03/12/2021	22021	110515143	BACKFLOW REPAIR	\$925.00
		03/12/2021	22021	110515143	REMOVE/REPLACE PLANTS	\$650.00
		03/12/2021	22021	341515112	MD#1 LANDSCAPE FEB21	\$1,040.00
		03/12/2021	22021	347515112	MD#7 LANDSCAPE FEB21	\$840.00
		03/12/2021	22021	110515141	PARKS LANDSCAPE FEB21	\$5,390.00
		03/12/2021	22021	346515112	IRRIGATION REPAIR	\$310.00
		03/12/2021	22021	110515143	INSTALL MULCH @SR CTR	\$250.00
		03/12/2021	22021	343515112	MD#3 LANDSCAPE FEB21	\$1,760.00
		03/12/2021	22021	346515112	MD#6 LANDSCAPE FEB21	\$5,000.00
		03/12/2021	22021	346515112	REMOVE/REPLACE PLANTS	\$446.00
		03/12/2021	22021	360515145	PARKS LANDSCAPE FEB21	\$280.00
		03/12/2021	22021	110515143	CITY LANDSCAPE FEB21	\$10,936.67
		03/12/2021	22021	347515112	REMOVE TREE	\$285.00
		03/12/2021	22021	361515143	CITY LANDSCAPE FEB21	\$693.33
S.C. YAMAMOTO, INC.					Total Check Amount:	\$28,806.00

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
186921	ELISABETH SANDERS	03/12/2021	30715	110404215	POUND FEB 2021	\$96.00
ELISABETH SANDERS					Total Check Amount:	\$96.00
186922	EUGENIA SANDOIU	03/12/2021	30751	840000000	DEVELOPER FEE REFUND	\$217.00
EUGENIA SANDOIU					Total Check Amount:	\$217.00
186923	SOUTHERN CALIFORNIA PERMANENTE	03/12/2021	30681	110141481	220901862244 JAN SVCS	\$30.00
SOUTHERN CALIFORNIA PERMANENTE					Total Check Amount:	\$30.00
186924	SOUP DUMPLING	03/12/2021	30759	840000000	DEVELOPER FEE REFUND	\$931.50
SOUP DUMPLING					Total Check Amount:	\$931.50
186925	SOUTHERN CALIFORNIA EDISON	03/12/2021	21891	510707251	57/LAMBRT INT AUG-DEC	\$1,743,897.77
SOUTHERN CALIFORNIA EDISON					Total Check Amount:	\$1,743,897.77
186926	JOHN & HELEN TAYLOR	03/12/2021	30762	840000000	DEVELOPER FEE REFUND	\$498.00
JOHN & HELEN TAYLOR					Total Check Amount:	\$498.00
186927	T-C FAIRWAY CENTER II, LLC	03/12/2021	30752	840000000	DEVELOPER FEE REFUND	\$6,141.57
T-C FAIRWAY CENTER II, LLC					Total Check Amount:	\$6,141.57
186928	TIME WARNER CABLE PACIFIC	03/12/2021	30769	840000000	DEVELOPER FEE REFUND	\$393.00
TIME WARNER CABLE PACIFIC					Total Check Amount:	\$393.00
186929	TRUSTED HOME CONTRACTORS	03/12/2021	30748	840000000	DEVELOPER FEE REFUND	\$202.50
TRUSTED HOME CONTRACTORS					Total Check Amount:	\$202.50
186930	TURNOUT MAINTENANCE COMPANY, LLC	03/12/2021	19898	110222221	CLOTHING REPAIR	\$32.58
		03/12/2021	19898	174222222	TURNOUT REPAIRS	\$807.16
		03/12/2021	19898	110222221	TURNOUT REPAIRS	\$807.17
TURNOUT MAINTENANCE COMPANY, LLC					Total Check Amount:	\$1,646.91
186931	VETERINARY PET INS. CO.	03/12/2021	20975	110	VET PET INS FEB 2021	\$971.16
VETERINARY PET INS. CO.					Total Check Amount:	\$971.16
186932	JOSE & OLGA VILLAVICENCIO	03/12/2021	30760	840000000	DEVELOPER FEE REFUND	\$585.00
JOSE & OLGA VILLAVICENCIO					Total Check Amount:	\$585.00
186933	BRAIN WAKEMAN	03/12/2021	30743	110	REFUND: BCC BALANCE	\$506.18
BRAIN WAKEMAN					Total Check Amount:	\$506.18
186934	JULISA & JOHN WOOD	03/12/2021	30761	840000000	DEVELOPER FEE REFUND	\$285.00
JULISA & JOHN WOOD					Total Check Amount:	\$285.00
186935	XLB DUMPLING BAR	03/12/2021	30742	840000000	DEVELOPER FEE REFUND	\$461.00
XLB DUMPLING BAR					Total Check Amount:	\$461.00
Check Subtotal						\$2,104,659.07
V43906	THE ADVANTAGE GROUP	03/12/2021	24539	110141481	2020FSA PLAN AMENDMNT	(\$200.00)
		03/12/2021	24539	110141481	FLEX PROC/ADMIN JAN21	\$628.00
THE ADVANTAGE GROUP					Total Check Amount:	\$428.00
V43907	AFLAC-ACCOUNT #EZA73	03/12/2021	22923	110	ACC/CANCER INS FEB21	\$1,585.06

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
AFLAC-ACCOUNT #EZA73					Total Check Amount:	\$1,585.06
V43908	ALL CITY MANAGEMENT SERVICES INC	03/12/2021	6604	110212132	CROSSNG GRDS 2/7-2/20	\$1,119.53
ALL CITY MANAGEMENT SERVICES INC					Total Check Amount:	\$1,119.53
V43909	ALTA LANGUAGE SERVICES, INC	03/12/2021	25953	110141481	LISTENING/SPKING TEST	\$165.00
ALTA LANGUAGE SERVICES, INC					Total Check Amount:	\$165.00
V43910	B & S GRAPHICS INC.	03/12/2021	24357	480515161	DECALS	\$87.28
B & S GRAPHICS INC.					Total Check Amount:	\$87.28
V43911	BEST LAWN MOWER SERVICE	03/12/2021	16230	480515161	BLADES/CHAINS	\$608.49
BEST LAWN MOWER SERVICE					Total Check Amount:	\$608.49
V43912	CHRISTINE BOATNER	03/12/2021	18460	110404215	BARBELL PUMP FEB21	\$412.69
		03/12/2021	18460	110404215	LOW IMPACT FEB21	\$100.00
CHRISTINE BOATNER					Total Check Amount:	\$512.69
V43913	BREA TOWING	03/12/2021	16399	110212132	TOW/STORAGE FEB21	\$172.50
		03/12/2021	16399	110212121	TOW/STORAGE FEB21	\$1,102.15
BREA TOWING					Total Check Amount:	\$1,274.65
V43914	OMAR F. BRIOSO	03/12/2021	15737	110212111	TRAINING EXPENSES	\$34.19
OMAR F. BRIOSO					Total Check Amount:	\$34.19
V43915	SHANNON E. BUCKELS	03/12/2021	12046	110212111	TRAINING EXPENSES	\$127.20
SHANNON E. BUCKELS					Total Check Amount:	\$127.20
V43916	BYRNE SOFTWARE TECHNOLOGIES, INC.	03/12/2021	27471	110323241	ACCELA IMPL 2/6-2/12	\$270.00
BYRNE SOFTWARE TECHNOLOGIES, INC.					Total Check Amount:	\$270.00
V43917	C. WELLS PIPELINE MATERIALS INC	03/12/2021	13055	420515131	PLUMBING SUPPLIES	\$1,594.70
C. WELLS PIPELINE MATERIALS INC					Total Check Amount:	\$1,594.70
V43918	CALIFORNIA DOMESTIC WATER CO	03/12/2021	3388	420515131	WTR CONSUMPTION FEB21	\$178,177.72
CALIFORNIA DOMESTIC WATER CO					Total Check Amount:	\$178,177.72
V43919	ARLINDA CANTU	03/12/2021	26312	110404215	PSNL TRAINER FEB 2021	\$418.82
ARLINDA CANTU					Total Check Amount:	\$418.82
V43920	COMLOCK SECURITY-GROUP	03/12/2021	13625	110515148	KEYS	\$52.51
		03/12/2021	13625	490515151	DOOR REPAIR	\$143.75
		03/12/2021	13625	110515144	KEYS	\$52.51
		03/12/2021	13625	110515144	LOCK/KEYS	\$131.91
COMLOCK SECURITY-GROUP					Total Check Amount:	\$380.68
V43921	MYRA DUVALL	03/12/2021	18083	110404215	YOGA FEB 2021	\$222.00
MYRA DUVALL					Total Check Amount:	\$222.00
V43922	EBERHARD EQUIPMENT	03/12/2021	4532	480515161	BLADES	\$385.60
EBERHARD EQUIPMENT					Total Check Amount:	\$385.60
V43923	EQUIPMENT DIRECT INC	03/12/2021	4522	110515141	GAS CAN/FUNNEL	\$66.37

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V43923	EQUIPMENT DIRECT INC	03/12/2021	4522	110515141	VEST	\$13.85
EQUIPMENT DIRECT INC						Total Check Amount: \$80.22
V43924	EWING IRRIGATION PRODUCTS, INC.	03/12/2021	5807	110515141	IRRIGATION PARTS	\$494.56
		03/12/2021	5807	110515144	IRRIGATION PARTS	\$255.60
EWING IRRIGATION PRODUCTS, INC.						Total Check Amount: \$750.16
V43925	FIDELITY SECURITY LIFE INSURANCE	03/12/2021	23035	110	9827288 VISION MAR21	\$3,129.50
FIDELITY SECURITY LIFE INSURANCE						Total Check Amount: \$3,129.50
V43926	FILARSKY & WATT LLP	03/12/2021	2043	470141483	PROF SVCS FEB 2021	\$6,190.00
FILARSKY & WATT LLP						Total Check Amount: \$6,190.00
V43927	FLEET SERVICES	03/12/2021	5658	480515161	RELAY VALVE	\$103.88
FLEET SERVICES						Total Check Amount: \$103.88
V43928	GRAINGER	03/12/2021	13634	110515141	HAND SOAP	\$190.83
GRAINGER						Total Check Amount: \$190.83
V43929	JEFFREY HUNZIKER	03/12/2021	26172	110212111	TRAINING EXPENSES	\$44.38
JEFFREY HUNZIKER						Total Check Amount: \$44.38
V43930	ITRON, INC.	03/12/2021	3773	420141421	H/W MNT OCT-DEC 2020	\$2,654.66
		03/12/2021	3773	420141421	H/W MNT JAN-MAR 2021	\$2,678.62
		03/12/2021	3773	420141421	H/W MNT JUL-SEP 2020	\$2,654.66
		03/12/2021	3773	420141421	METER READING S/W UPD	\$380.00
ITRON, INC.						Total Check Amount: \$8,367.94
V43931	PAMELA JOHNSTON	03/12/2021	28025	110404215	ZUMBA FEB 2021	\$258.00
PAMELA JOHNSTON						Total Check Amount: \$258.00
V43932	KEENAN & ASSOCIATES	03/12/2021	22439	470141483	2021 WORKERS' COMP #4	\$9,839.33
KEENAN & ASSOCIATES						Total Check Amount: \$9,839.33
V43933	KELLY PAPER	03/12/2021	7039	110141441	PAPER	\$74.51
KELLY PAPER						Total Check Amount: \$74.51
V43934	KIMBALL MIDWEST	03/12/2021	23053	480515161	NUTS/BOLTS	\$505.79
KIMBALL MIDWEST						Total Check Amount: \$505.79
V43935	KRONOS INCORPORATED	03/12/2021	22688	110222223	IVR SERVICE JAN 2021	\$54.12
KRONOS INCORPORATED						Total Check Amount: \$54.12
V43936	FRANCESCO LA TORRE	03/12/2021	24398	110404521	FEB 2021 MILEAGE	\$16.80
FRANCESCO LA TORRE						Total Check Amount: \$16.80
V43937	LAKIN TIRE WEST, INC.	03/12/2021	12286	480515161	TIRE DISPOSAL	\$434.75
LAKIN TIRE WEST, INC.						Total Check Amount: \$434.75
V43938	LEHR	03/12/2021	26035	480515161	STRIP VEHICLE	\$570.00
LEHR						Total Check Amount: \$570.00
V43939	BERRY LIANG	03/12/2021	25640	110404215	BREA MOVEMENT FEB21	\$1,015.80
		03/12/2021	25640	110404215	TRX FEB 2021	\$331.50

City Disbursement Register

Between Mar 8, 2021 12:00 AM and Mar 12, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V43939	BERRY LIANG	03/12/2021	25640	110404215	PSNL TRAINER FEB 2021	\$196.08
BERRY LIANG					Total Check Amount:	\$1,543.38
V43940	LIEBERT CASSIDY WHITMORE	03/12/2021	2489	470141483	PROF SVCS 00022 JAN21	\$1,424.50
LIEBERT CASSIDY WHITMORE					Total Check Amount:	\$1,424.50
V43941	JUAN GABRIEL LINARES	03/12/2021	19365	830	POOL DEPOSIT REFUND	\$250.00
JUAN GABRIEL LINARES					Total Check Amount:	\$250.00
V43942	LOS ANGELES TRUCK CENTERS, LLC	03/12/2021	7300	480515161	SWITCH	\$38.31
		03/12/2021	7300	480515161	CREDIT:SENSOR	(\$77.73)
		03/12/2021	7300	480515161	SENSOR	\$199.26
LOS ANGELES TRUCK CENTERS, LLC					Total Check Amount:	\$159.84
V43943	MAR-CO EQUIPMENT COMPANY	03/12/2021	20329	480515161	ELBOW TUBE	\$45.26
MAR-CO EQUIPMENT COMPANY					Total Check Amount:	\$45.26
V43944	ANDREA MCGRANAHAN	03/12/2021	26046	110404215	BARRE FEB 2021	\$202.50
		03/12/2021	26046	110404215	TRX FEB 2021	\$36.00
		03/12/2021	26046	110404215	CYCLE FEB 2021	\$150.00
		03/12/2021	26046	110404215	PSNL TRAINER FEB 2021	\$111.78
ANDREA MCGRANAHAN					Total Check Amount:	\$500.28
V43945	MINER, LTD	03/12/2021	27173	360515145	INSTALL DOOR VENT	\$1,541.00
MINER, LTD					Total Check Amount:	\$1,541.00
V43946	JENNIFER MONZON-SCROFINI	03/12/2021	20158	110404215	STRENGTH+STRTCH FEB21	\$144.00
JENNIFER MONZON-SCROFINI					Total Check Amount:	\$144.00
V43947	NICKEY PETROLEUM CO., INC.	03/12/2021	6667	420515131	OIL FOR PUMPS	\$1,493.69
NICKEY PETROLEUM CO., INC.					Total Check Amount:	\$1,493.69
V43948	EVER AFTER EVENT PRODUCTIONS, LLC	03/12/2021	30771	110404145	KIDS MUSICAL THEATRE	\$55.20
EVER AFTER EVENT PRODUCTIONS, LLC					Total Check Amount:	\$55.20
V43949	PARACLETE FIRE AND SAFETY, INC.	03/12/2021	17760	110222223	FS3 FIRE EXT SVC 2/6	\$210.42
		03/12/2021	17760	110212131	PD FIRE EXT SVC 2/11	\$394.28
PARACLETE FIRE AND SAFETY, INC.					Total Check Amount:	\$604.70
V43950	R.J. NOBLE COMPANY	03/12/2021	1076	420000000	CLOSED WATER ACCOUNT	\$2,361.69
R.J. NOBLE COMPANY					Total Check Amount:	\$2,361.69
V43951	RCS INVESTIGATIONS & CONSULTING LLC	03/12/2021	22534	110212111	BCKGRND INVESTIGATION	\$1,550.00
RCS INVESTIGATIONS & CONSULTING LLC					Total Check Amount:	\$1,550.00
V43952	RICHARDS, WATSON & GERSHON	03/12/2021	8978	110515171	190 REMEDIATION JAN21	\$532.00
		03/12/2021	8978	420141421	0182 WTR RATES JAN21	\$1,798.00
		03/12/2021	8978	510707929	189 LUCAS BLDRS JAN21	\$152.00
RICHARDS, WATSON & GERSHON					Total Check Amount:	\$2,482.00
V43953	ROLLINS, INC DBA ORKIN, LLC.	03/12/2021	30616	110515141	PEST CONTROL FEB21	\$240.00

City Disbursement Register

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Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V43953	ROLLINS, INC DBA ORKIN, LLC.	03/12/2021	30616	420515131	PEST CONTROL FEB21	\$175.00
		03/12/2021	30616	490515151	PEST CONTROL FEB21	\$1,235.00
		03/12/2021	30616	110515125	PEST CONTROL FEB21	\$345.00
ROLLINS, INC DBA ORKIN, LLC.					Total Check Amount:	\$1,995.00
V43954	ISMAEL O SILVA	03/12/2021	24370	110404215	ZUMBA FEB 2021	\$272.00
ISMAEL O SILVA					Total Check Amount:	\$272.00
V43955	SITEONE LANDSCAPE SUPPLY, LLC	03/12/2021	25942	110515143	IRRIGATION PARTS	\$91.93
SITEONE LANDSCAPE SUPPLY, LLC					Total Check Amount:	\$91.93
V43956	SNAP-ON INDUSTRIAL	03/12/2021	17125	480515161	SOFTWARE UPGRADE	\$1,564.96
SNAP-ON INDUSTRIAL					Total Check Amount:	\$1,564.96
V43957	STAPLES TECHNOLOGY SOLUTIONS	03/12/2021	22888	110212111	TONER	\$91.91
STAPLES TECHNOLOGY SOLUTIONS					Total Check Amount:	\$91.91
V43958	RITA TARRAB	03/12/2021	30770	110404541	ARTGALLERY CONS SALES	\$221.44
RITA TARRAB					Total Check Amount:	\$221.44
V43959	TOWNSEND PUBLIC AFFAIRS, INC.	03/12/2021	18881	410111145	CONSULTING SVCS FEB21	\$1,250.00
		03/12/2021	18881	420111145	CONSULTING SVCS FEB21	\$1,250.00
		03/12/2021	18881	430111145	CONTRACTOR TO PROVIDE LEG	\$1,250.00
		03/12/2021	18881	110111145	CONSULTING SVCS FEB21	\$1,250.00
TOWNSEND PUBLIC AFFAIRS, INC.					Total Check Amount:	\$5,000.00
V43960	TROPICAL PLAZA NURSERY, INC	03/12/2021	2062	345515112	MD#5 LANDSCAPE FEB21	\$2,597.00
		03/12/2021	2062	880515113	GATEWAY CTR MNT FEB21	\$1,370.00
		03/12/2021	2062	110515141	PARKS MNT FEB 2021	\$2,137.00
		03/12/2021	2062	420515131	CITY RESERVOIRS FEB21	\$1,583.00
TROPICAL PLAZA NURSERY, INC					Total Check Amount:	\$7,687.00
V43961	TURBO DATA SYSTEMS, INC.	03/12/2021	1472	110212122	CITATION PROC FEB21	\$203.96
		03/12/2021	1472	110212122	PKGCIT DEVICE LSE-JAN	\$193.95
TURBO DATA SYSTEMS, INC.					Total Check Amount:	\$397.91
V43962	EDEN TURNER	03/12/2021	21951	110404215	BARBELL PUMP FEB 2021	\$136.31
EDEN TURNER					Total Check Amount:	\$136.31
V43963	UNDERGROUND SERVICE ALERT/SC	03/12/2021	4537	420515131	DSB FEE 3/1/2021	\$70.95
		03/12/2021	4537	420515131	UGTICKETS-SEWER FEB21	\$346.60
		03/12/2021	4537	420515131	UGTICKETS-WATER FEB21	\$193.15
UNDERGROUND SERVICE ALERT/SC					Total Check Amount:	\$610.70
V43964	WESTERN GOLF PROPERTIES, LLC	03/12/2021	29071	465515149	BIRCH HILLS CGS FEB21	\$12,752.34
		03/12/2021	29071	465515149	BREA CREEK MGMT FEB21	\$51,350.00
		03/12/2021	29071	465000000	BIRCH HLLS TIPS FEB21	\$4,201.58
		03/12/2021	29071	465000000	BREACREEK S/TAX FEB21	\$902.23

City Disbursement Register

Between Mar 8, 2021 12:00 AM and Mar 12, 2021 11:59 PM

Check #	Vendor Name	Check Date	Vendor #	Budget Unit	Description	Amount
V43964	WESTERN GOLF PROPERTIES, LLC	03/12/2021	29071	465515149	BREA CREEK CGS FEB21	\$5,760.86
		03/12/2021	29071	465000000	BRCH HLLS S/TAX FEB21	\$2,953.52
		03/12/2021	29071	465515149	BRCH HILLS MGMT FEB21	\$137,500.00
WESTERN GOLF PROPERTIES, LLC					Total Check Amount:	\$215,420.53
V43965	SARA L. WOODWARD	03/12/2021	26083	110212122	FEB 2021 MILEAGE	\$36.08
SARA L. WOODWARD					Total Check Amount:	\$36.08
V43966	ZOLL MEDICAL CORPORATION	03/12/2021	23538	174222222	LITHIUM BATTERIES	\$9,600.53
ZOLL MEDICAL CORPORATION					Total Check Amount:	\$9,600.53
Voucher Subtotal						\$475,283.66

TOTAL \$2,579,942.73

City of Brea

COUNCIL COMMUNICATION

TO: Honorable Mayor and City Council Members

FROM: Bill Gallardo, City Manager

DATE: 03/16/2021

SUBJECT: Monthly Report of Cash Investments for the Successor Agency to the Brea
Redevelopment Agency for Period Ending January 31, 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 January. 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 (GCS 53607) for the funds invested on behalf of the Successor Agency. As of January 31, 2021, the market value, including accrued interest on the Successor Agency's Local Agency Investment Fund (LAIF), was \$18,941.17 in comparison to \$18,931.41 at December 31, 2020. The Successor Agency to the Brea Redevelopment Agency has sufficient cash flow to meet its expected expenditures for the next six months.

The Successor Agency also has restricted (fiscal agent) cash and investment accounts related to its various bond reserve accounts which are managed by Chandler Asset Management. Attachment A includes a portfolio report from Chandler Asset Management for each bond reserve account that is invested. As of January 31, 2021, the market value of these funds, including short-term cash and accrued interest was \$13,759,581.09 as compared to \$154,003.92 as of January 31, 2021.

FISCAL IMPACT/SUMMARY

During the month of January, the total value of the Successor Agency to the Brea Redevelopment Agency's investment portfolio increased by \$9.76 due to market rate adjustments. The total value of the restricted cash and investments increased by \$13,605,577.17. This increase is primarily due to a property tax payment received from the County to address the bond obligations identified within the Successor Agency's Last and Final Recognized Obligation Payment Schedule (LFROPS).

RESPECTFULLY SUBMITTED:

William Gallardo, City Manager

Prepared by: Alicia Brenner, Senior Fiscal Analyst

Concurrence: Cindy Russell, Administrative Services Director

Attachments

Attachment A

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
January 31, 2021

		Book Value	Market Value*
Demand and Interest-Bearing Checking Accounts	Citizen's Bank	\$ 3,208,592.47	\$ 3,208,592.47
Local Agency Investment Fund	LAIF	\$ 18,933.07	\$ 18,941.17
<u>Fiscal Agent Cash & Investments</u>			
2004 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 352,331.25	\$ 352,331.25
2010 Brea Public Financing Authority Lease Revenue Bond	Chandler/BNY	\$ 1,035,300.00	\$ 1,035,300.00
2013 Tax Allocation Bonds	Chandler/BNY	\$ 10,559,000.26	\$ 10,559,000.26
2016 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 103,187.06	\$ 103,187.06
2017 Tax Allocation Refunding Bonds, Series A & B	Chandler/BNY	\$ 1,709,762.52	\$ 1,709,762.52
Sub-total - Fiscal Agent Cash & Investments		\$ 13,759,581.09	\$ 13,759,581.09
Grand Total		\$ 16,987,106.63	\$ 16,987,114.73

* Includes accrued interest on invested funds

Successor Agency to the Brea Redevelopment Agency
Cash and Investment Information
January 31, 2021

Fiscal Agent Cash & Investments Detail	Book Value	Market Value
2004 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 352,331.25	\$ 352,331.25
Sub-total	\$ 352,331.25	\$ 352,331.25
2010 Brea Public Financing Authority Lease Revenue Bond - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 1,035,300.00	\$ 1,035,300.00
Sub-total	\$ 1,035,300.00	\$ 1,035,300.00
2013 Tax Allocation Bonds - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 10,559,000.26	\$ 10,559,000.26
Sub-total	\$ 10,559,000.26	\$ 10,559,000.26
2016 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 103,187.06	\$ 103,187.06
Sub-total	\$ 103,187.06	\$ 103,187.06
2017 Tax Allocation Refunding Bonds, Series A & B - CHANDLER	\$ -	\$ -
Short-Term Treasury Funds - BNY	\$ 1,709,762.52	\$ 1,709,762.52
Sub-total	\$ 1,709,762.52	\$ 1,709,762.52
Report Grand Total	\$ 13,759,581.09	\$ 13,759,581.09

**Successor Agency to the Brea Redevelopment Agency
Accounting of Cash Receipts, Disbursements and Balances
For the Month of January 2021**

Fund	Fund Name	Cash Balance 12/31/2020 ¹	Cash Receipts ²	Cash Disbursements ²	Cash Balance 01/31/2021 ¹
511	PROJECT AREA AB - PERMANENT	22,385.36	17,948.00	(2,377.08)	37,956.28
731	PROJECT AREA AB - DEBT SERVICE	38,067.89	3,113,026.00	(1,393,384.43)	1,757,709.46
732	PROJECT AREA C - PERMANENT	(74,566.13)	1,351,326.00	(4,000.00)	1,272,759.87
813	PROJECT AREA C - DEBT SERVICE	128,767.31	12,281,264.00	(12,252,419.50)	157,611.81
816	REDEVELOP OBLIGATION RETIREMENT	16,763,564.00	-	(16,763,564.00)	-
Subtotal of Cash and Investments Held in City Funds		16,878,218.43	16,763,564.00	(30,415,745.01)	3,226,037.42

DEDUCT

931	CASH HELD AS INVESTMENTS	(18,821.69)	1,376.74	-	(17,444.95)
		16,859,396.74	16,764,940.74	(30,415,745.01)	

Cash Balance per General Ledger as of 12/31/20 \$ 3,208,592.47

Reconciliation of Cash Held As Investments in Fund 931		Balance 12/31/2020
Investments Held in LAIF		18,903.18
Unallocated Interest Earnings		(111.38)
Investment Balances held in Fund 931		\$ 18,791.80

¹ Cash balances between funds are subject to change due to accounting 6/30/2020 year-end close.

² Cash receipts and disbursements may include accounting entries between funds.



Successor Agency to the Brea RDA LAIF - Account #10166

MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2021 THROUGH JANUARY 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.

PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.00
Average Coupon	0.44%
Average Purchase YTM	0.44%
Average Market YTM	0.44%
Average S&P/Moody Rating	NR/NR
Average Final Maturity	0.00 yrs
Average Life	0.00 yrs

ACCOUNT SUMMARY

	Beg. Values as of 12/31/20	End Values as of 1/31/21
Market Value	18,903	18,933
Accrued Interest	28	8
Total Market Value	18,931	18,941
Income Earned	9	10
Cont/WD		0
Par	18,903	18,933
Book Value	18,903	18,933
Cost Value	18,903	18,933

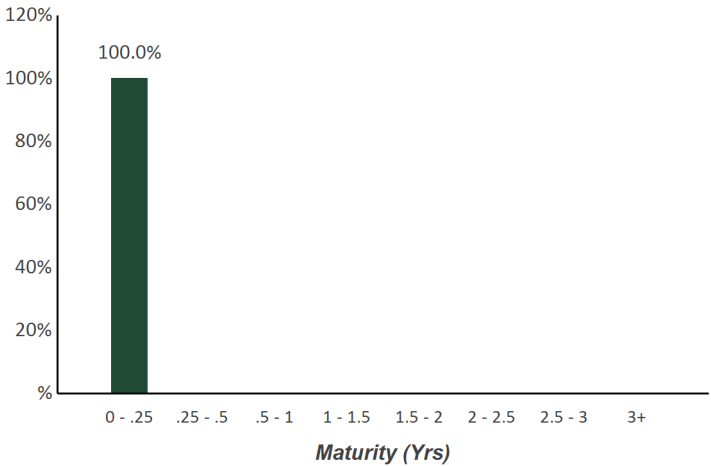
TOP ISSUERS

Local Agency Investment Fund	100.0%
Total	100.0%

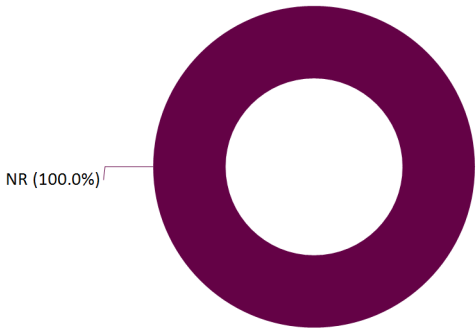
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of January 31, 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	18,933.07	Various 0.44%	18,933.07 18,933.07	1.00 0.44%	18,933.07 8.10	100.00% 0.00	NR / NR NR	0.00 0.00
Total LAIF		18,933.07	0.44%	18,933.07	0.44%	18,933.07 8.10	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL PORTFOLIO		18,933.07	0.44%	18,933.07	0.44%	18,933.07 8.10	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL MARKET VALUE PLUS ACCRUED						18,941.17			

Transaction Ledger

As of January 31, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/15/2021	90LAIF\$00	29.89	Local Agency Investment Fund State Pool	1.000	0.52%	29.89	0.00	29.89	0.00
Subtotal			29.89				29.89	0.00	29.89	0.00
TOTAL ACQUISITIONS			29.89				29.89	0.00	29.89	0.00
OTHER TRANSACTIONS										
Dividend	01/15/2021	90LAIF\$00	1,738,531.72	Local Agency Investment Fund State Pool	0.000		29.89	0.00	29.89	0.00
Subtotal			1,738,531.72				29.89	0.00	29.89	0.00
TOTAL OTHER TRANSACTIONS			1,738,531.72				29.89	0.00	29.89	0.00

Income Earned

As of January 31, 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 State Pool	Various	18,903.18	28.23	0.00	9.76
		Various	29.89	29.89	0.00	
		18,933.07	0.00	8.10	0.00	
			18,933.07	9.76	9.76	
			18,903.18	28.23	0.00	
			29.89	29.89	0.00	
			0.00	8.10	0.00	
Total Local Agency Investment Fund		18,933.07	18,933.07	9.76	9.76	9.76
			18,903.18	28.23	0.00	
			29.89	29.89	0.00	
			0.00	8.10	0.00	
TOTAL PORTFOLIO		18,933.07	18,933.07	9.76	9.76	9.76

Cash Flow Report

As of January 31, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2021	Dividend	90LAIF\$00	586,476.82	Local Agency Investment Fund State Pool	0.00	7.15	7.15
APR 2021					0.00	7.15	7.15
TOTAL					0.00	7.15	7.15



Account #10166

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.